



SMOKY LAKE COUNTY COUNCIL MEETING AGENDA

Thursday, August 8, 2024, at 9:00 a.m. held

Virtually <https://video.businessconnect.telus.com/join/154392703> (Meeting ID # 154392703)
and Physically in Smoky Lake County Council Chambers, 4612 McDougall Drive, Smoky Lake

1. Call to Order
2. Adoption of Agenda
3. Adoption of Minutes
 - 3.1. Minutes of the Regular Council Meeting, June 27, 2024
4. Delegation(s)
 - 4.1. Derek Rosichuk, Smoky Lake Waste (*See In Camera Item 14.1*) @ 9:30 a.m.
 - 4.2. Casey Tchir, Estates of Bonnie Lake @ 9:50 a.m.
5. Public Hearing

Nil
6. Municipal Planning Commission (MPC) **Council Meeting Recessed at 11:00 a.m.** to undertake a Separate MPC Agenda for DP-034-27: Manufactured Home, and DP-037-24: Shipping Container.

PUBLIC QUESTION AND ANSWER PERIOD - announced between 11:30 a.m. & 12:00 p.m.

7. Business – Requests for Decisions
 - 7.1. Development Permit DP-024-24: Supportive Living Facility, River Lot 15, Direct Control District
 - 7.2. Bylaw No. 1465-24 to Amend Bylaw No. 1429-23 Undeveloped Road Closure
 - 7.3. Vilna Fire Hall Insurance Claim Loss RMA Schedule of Loss With ASI
 - 7.4. Forest Resource Improvement Association of Alberta (FRIAA) FireSmart Program Project Grant
 - 7.5. Sale of County Surplus Equipment
 - 7.6. Vegetation Control on Provincial Highways (June 18, 2024 Motion #ASB55-24)
 - 7.7. Alberta Coordinated Action for Recycling Enterprises (CARE) Fall Conference 2024
 - 7.8. Recycling Council of Alberta (RCA) Circular Economy Conference 2024
 - 7.9. Smoky Lake County’s 2024 Financial Plan
 - 7.10. Bylaw No. 1466-24 Non-Residential Tax Incentive
 - 7.11. Donation Requests
 - 7.12. Town of Jasper Donation for Fire Relief
 - 7.13. Alberta Indigenous & Municipal Police Transition Grant Program
 - 7.14. Alberta Municipalities Convention
 - 7.15. Smoky Lake Grapevine Distribution by Email
8. Chief Administrative Officer (CAO) Report
 - 8.1. Action Lists from May Council Meetings
9. Council Committee Reports
 - 9.1. Councillor Division Two & Deputy Reeve – Discussion on Conferences and Conventions

10. Correspondence

- 10.1. Copy of Letter to Minister LaGrange from Smoky Lake Foundation, dated June 10, 2024, in respect to Smoky Lake Emergency Department closures and locum coverage at George McDougall Health Centre
- 10.2. Invitation to the August 21, 2024, Federation of Alberta Gas Co-ops Ltd. 60th Anniversary Event
- 10.3. Letter & Annual Report for 2024 from AgKnow – Alberta Farm Mental Health Network
- 10.4. Copy of Compliance Inspection of Smoky Lake Landfill, to Evergreen Regional Waste Management Services Commission from Omni-McCann, dated July 9, 2024
- 10.5. Invitation to meet with Project Coordinator – North Zone (NZ) Health Neighbourhoods Project & Building Capacity in Primary Care Networks (PCNs), Zone Business Unit Team
- 10.6. Email Notice - Government of Alberta Unsuccessful Grant Update, for Smoky Lake County's Bridge Rehabilitation STIP Applications
- 10.7. Email from County Finance Manager providing Whitefish Lake resorts' 2023 Assessment & 2024 Tax Revenue
- 10.8. Invitation to N.E. Muni-Corr Ltd. Annual Golf Tournament
- 10.9. Letter from Minister of Health, dated July 22, 2024 – Responding to the June 12, 2024, Smoky Lake Region Joint Letter in Respect to Concerns with Physician Recruitment in the Smoky Lake Region
- 10.10. Letter from Minister of Municipal Affairs, dated July 23, 2024 – Canada Community-Building Fund (CCBF) 2024 Allocation of \$196,633 for Smoky Lake County
- 10.11. Email from Rural Health Professions Action Plan (RhPAP) – Nominations open for Alberta Medical Association's Medal for Excellence and Achievement in Rural/Remote Medicine, and RhPAP Rural Community Conference in Wainwright
- 10.12. Email from Bruce Kassian, Purchasers of the County's Surplus Propane Tanks, dated July 17, 2024 – Request for Refund
- 10.13. Email from Glenn van Dijken, MLA Athabasca-Barrhead-Westlock, dated August 1, 2024 - Request to Nominate Members for Regional Advisory Councils

11. Information Release

- 11.1. Information Releases from June to July 2024

12. Financial Reports

- 12.1. Budget to Actual Report Month of June 2024
- 12.2. Bills and Accounts

13. Next Meetings

- 13.1. Approve Action Taken in Rescheduling the Committee of the Whole Meeting from August 6, 2024 at 10:00 a.m., to August 7, 2024, at 10:00 a.m.
- 13.2. Reconfirm Smoky Lake County Council's scheduled upcoming Meetings are as follows:
 - Thursday, August 22, 2024, at 9:00 a.m. (Regular Council Meeting)
 - Thursday, September 12, 2024, at 9:00 a.m., (Regular)
 - Thursday, September 26, 2024, at 9:00 a.m. (Regular)
 - Thursday, October 10, 2024, at 9:00 a.m., (Regular)
 - Thursday, October 24, 2024, at 9:00 a.m., (Regular)
 - Thursday, November 14, 2024, at 9:00 a.m., (Regular)
 - Thursday, December 12, 2024, at 9:00 a.m., (Regular)

14. In Camera (Executive Session)

- 14.1. Legal Issue, in respect to Smoky Lake Waste and Recycle, under the authority of FOIP Section 16: Third Party Business Interests
- 14.2. Legal Issue, in respect to AllNet contract renewal for website, under the FOIP Act Section 16: Third Party Business Interests
- 14.3. Legal Issue, in respect to a Request under Policy Statement No. 03-39-13: Dust Control, under the authority of the FOIP Act Section 17: Third Party Personal Privacy
- 14.4. Personnel Issue, in respect to compensation to the Assistant Chief Administrative Officer during the months of January to May, 2024, under the authority of the FOIP Act Section 24: Advice from Officials
- 14.5. Legal Issue, in respect to Chief Administrative Officer Employment Contract, under the authority of the FOIP Act Section 24: Advice from Officials

15. Adjournment.

SMOKY LAKE COUNTY

Minutes of the **County Council Meeting** held on Thursday, **June 27, 2024**, at 9:00 A.M. held both virtually online and physically in Council Chambers.

The meeting was called to order by the Reeve, Jered Serben, in the presence of the following persons:

<u>Div. No.</u>	<u>Councillor(s)</u>	<u>ATTENDANCE</u> <u>Thursday, June 27, 2024</u>
1	Dan Gawalko	Present in Chambers
2	Linda Fenerty	Present in Chambers
3	Dominique Céré	Present in Chambers
4	Lorne Halisky	Present in Chambers
5	Jered Serben	Present in Chambers
CAO	Kevin Lucas	Present in Chambers
Assistant CAO	Lydia Cielin	Present in Chambers
Finance Manager	Brenda Adamson	Present in Chambers
Executive Svcs/R.S.	Patti Priest	Present in Chambers

Observers in Attendance Upon Call to Order:

Comm. Officer	Evonne Zukiwski	Present Virtually
P & D Manager	Jordan Ruegg	Present Virtually
Nat. Gas Manager	Daniel Moric	Present Virtually
GIS Operator	Carole Dowhaniuk	Present Virtually
Fire Srv. Clerk	Meaghan Andreychuk	Present Virtually
Peace Officer	Tate Murphy	Present Virtually
Ag. Fieldman	Carleigh Danyluk	Present Virtually
Public	3 Member	Present Virtually
Media	No Members	N/A

2. Agenda:

666-24: Fenerty

That the Smoky Lake County Council Meeting Agenda for Thursday, June 27, 2024, be adopted, as amended:

Addition to the Agenda:

1. In-Camera (Executive Session) – Personnel Issue, in respect to Council Providing Direction to the Chief Administrative Officer, under the authority of the FOIP Act, Section 24: Advice from Officials.
2. Letter from Smoky Lake Golf Course, dated June 25, 2024, requesting sponsorship of the 2024 Junior Golf Program.
3. Letter from Vilna Agricultural Society dated June 4, 2024, regarding the Future Operations of the Vilna Arena & Curling Rink.
4. In-Camera (Executive Session) – Land and Legal Issue, in respect to the Warspite Sewage Lagoon, under the authority of the FOIP Act, Section 16: Third Party Business Interests & 27: Privileged Information.

Carried Unanimously.

3. Minutes:

3.1. Minutes of the Regular Council Meeting, June 13, 2024

667-24: Céré

That the minutes of the **Smoky Lake County Regular Council Meeting**, held on Thursday, June 13, 2024, be adopted as presented.

Carried.

7. **Request for Decision:**

7.1. **18th Annual Federation of Alberta Gas Co-ops Charity Golf Classic**

668-24: Céré

That Smoky Lake County Council approve to provide funds in the amount of **\$500.00 to the Federation of Alberta Gas Co-ops Ltd.** to provide a general sponsorship towards the 18th Annual Federation Charity Golf Classic, in support of MS Canada, scheduled for August 22, 2024, being held at Goose Hummock Golf Resort, Gibbons, Alberta.

Carried.

Scott Franchuk, Fire Chief, entered Council Chambers, time 9:14 a.m.
One Member of the Public joined the meeting, virtually, time 9:15 a.m.

7.5. **Bylaw No. 1465-24: to Amend Road Closure Bylaw 1429-23, Undeveloped Road Allowance, East Side of River Lot 10, Victoria Settlement**

669-24: Halisky

That Smoky Lake County **Bylaw No. 1465-24: to Amend Road Closure Bylaw No. 1429-23, Undeveloped Road Allowance, East Side of River Lot 10, Victoria Settlement**, (as amended, to clarify **along the entire Northern Length of River Lot 10, Victoria Settlement**), for the purpose of closing to public travel, a portion of the undeveloped road allowance, in accordance with section 22 of the municipal government act, chapter m-26, revised statutes of Alberta 2000, be given **FIRST READING**.

Carried.

Moved by Councillor Gawalko that Smoky Lake County **Bylaw No. 1465-24: to Amend Road Closure Bylaw No. 1429-23, Undeveloped Road Allowance, East Side of River Lot 10, Victoria Settlement**, (as amended, to clarify **along the entire Northern Length of River Lot 10, Victoria Settlement**), for the purpose of closing to public travel, a portion of the undeveloped road allowance, in accordance with section 22 of the municipal government act, chapter m-26, revised statutes of Alberta 2000, be given **SECOND READING**.

Carried.

Moved by Councillor Serben that Smoky Lake County **Bylaw No. 1465-24: to Amend Road Closure Bylaw No. 1429-23, Undeveloped Road Allowance, East Side of River Lot 10, Victoria Settlement**, (as amended, to clarify **along the entire Northern Length of River Lot 10, Victoria Settlement**), for the purpose of closing to public travel, a portion of the undeveloped road allowance, in accordance with section 22 of the municipal government act, chapter m-26, revised statutes of Alberta 2000, be given **PERMISSION FOR THIRD READING**.

Permission for third reading DEFEATED.

Delegation: Clayton Didier, virtually joined the meeting, time 9:25 a.m.

7.2. **Forest Resource Improvement Association of Alberta (FRIAA) FireSmart Grant**

670-24: Halisky

That Smoky Lake County Council **defer** further discussion of remaining surplus funds from the Forest Resource Improvement Association of Alberta (FRIAA) FireSmart Program Project Grant FFP-22-18, in the amount of \$3,572.90, in respect to implementing the recommendations within the Wildfire Mitigation Strategy Report, **to the August 8, 2024, Council Meeting**.

Carried.

7.3. Vilna & District Volunteer Fire Department Insurance Claim

671-24: Halisky That Smoky Lake County Council **defer** further discussion of the (Rural Municipalities of Alberta) RMA Schedule of Loss Claim, for the Vilna & District Volunteer Fire Department's August 26, 2024, theft incident, offering compensation in the amount of \$21,301.08, and explore other claim options, potentially seeking legal advice, to minimize the unbudgeted expense to replace all stolen items not listed under the RMA Schedule Loss Claim, valued in the amount of \$88,022.03; and bring the information forward **to the August 8, 2024, Council Meeting**.

Carried.

7.4. Smoky Lake Fire Department Apparatus Appraisals

672-24: Céré That Smoky Lake County Council **approve** to contract a third-party organization to conduct an appraisal to determine the current value of all fire equipment within the Smoky Lake Fire Department, owned by the Town of Smoky Lake and Smoky Lake County, for the purpose of utilizing the appraisal information to determine the amortization and replacement value of the said equipment to be incorporated into the Smoky Lake Region Fire Rescue 3-Year Draft Budget 2025-2027; **and** agree to a 50/50 cost share split of the expenses for the said appraisal, with the Town of Smoky Lake.

Carried.

Scott Franchuk, Fire Chief, left Council Chambers, time 9:41 a.m.

4. Delegations:

4.1. Pine Creek Retreat – Update

Virtually present before Council from 9:42 a.m. to 9:56 a.m., was Clayton Didier, Owner Operator of Pine Creek Retreat, (located at 19176 Victoria Trail, within Smoky Lake County) to provide an update on the Pine Creek Retreat, including but not limited to the following points:

- Planning to hold the grand opening in 2025 and have had great success with the soft opening so far.
- Future experience plans are to incorporate an electric scooter interpretive tour; concerned with the speed limit on Victoria trail.
- Launching a software called “The Core” for tourism bookings.

One member of the public virtually joined the meeting, time 9:54 a.m.
Delegation: Clayton Didier, Pine Creek Retreat, virtually left the meeting, time 9:56 a.m.

7.6. Tarin – Geospatial Data Marketing Agreement

673-24: Céré That Smoky Lake County Council enter into a Geospatial Data Marketing Agreement between Tarin Resource Services Ltd. (1994) Ltd. and Smoky Lake County, for the purpose of marketing and selling Smoky Lake County's Orthophoto's, with a 35% royalty payment +GST, from the profits to be remitted to the County on a quarterly basis, via Electronic Funds Transfer for a term indefinitely, commencing May 9, 2024, until termination by either party with 60-days' written notice.

Carried.

7.7. June Requests for Sponsorship – Vilna Agricultural Society

674-24: Fenerty That Smoky Lake County Council approve to provide funds in the amount of **\$1,000.00 to the Vilna & District Agricultural Society**, towards offsetting the cost of their event: Boomtown Days Fair, scheduled for August 16-17, 2024, in the Village of Vilna.

Carried.

7.8a Local Government Fiscal Framework Capital Program Grant Agreements

675-24: Gawalko That Smoky Lake County Council execute the Local Government Fiscal Framework (LGFF) Capital Program Memorandum of Agreement (MOU) in respect to the provision of the funding in accordance with and subject to the *Local Government Fiscal Framework Act*, between His Majesty in Right of Alberta (the “Minister”) and Smoky Lake County, effective upon execution: June 27, 2024, until termination by the Minister, upon providing 90-days’ written notice to the County.

Carried.

7.8b Local Government Fiscal Framework Operating Program Grant Agreements

676-24: Halisky That Smoky Lake County Council execute the Local Government Fiscal Framework (LGFF) Operating Program Memorandum of Agreement (MOU) in respect to the provision of the funding in accordance with and subject to the *Local Government Fiscal Framework Act*, between His Majesty in Right of Alberta (the “Minister”) and Smoky Lake County, effective upon execution: June 27, 2024, until termination by the Minister, upon providing 90-days’ written notice to the County.

Carried.

7.9. Revised Tax Rate Bylaw No. 1461-24

677-24: Céré That Smoky Lake County Council, pursuant to the Municipal Government Act S.63, give **FIRST READING to revise Bylaw No. 1461-24: Tax Rate**, to correct typing errors in the preamble, not affecting or changing the original purpose of authorizing the rates of taxation to be levied against assessable properties within the municipality of Smoky Lake County for the 2024 Taxation Year.

Carried.

Moved by Councillor Fenerty that Smoky Lake County Council, pursuant to the Municipal Government Act S.63, give **SECOND READING to revise Bylaw No. 1461-24: Tax Rate**, to correct typing errors in the preamble, not affecting or changing the original purpose of authorizing the rates of taxation to be levied against assessable properties within the municipality of Smoky Lake County for the 2024 Taxation Year.

Carried.

Moved by Councillor Gawalko that Smoky Lake County Council, pursuant to the Municipal Government Act S.63, give unanimous consent for **PERMISSION FOR THIRD READING to revise Bylaw No. 1461-24: Tax Rate**, for the purpose of correcting typing errors in the preamble, not affecting or changing the original purpose of authorizing the rates of taxation to be levied against assessable properties within the municipality of Smoky Lake County for the 2024 Taxation Year.

Carried Unanimously.

Moved by Councillor Halisky that Smoky Lake County Council, pursuant to the Municipal Government Act S.63, give **THIRD & FINAL READING to revise Bylaw No. 1461-24: Tax Rate**, to correct typing errors in the preamble, not affecting or changing the original purpose of authorizing the rates of taxation to be levied against assessable properties within the municipality of Smoky Lake County for the 2024 Taxation Year, **and affix the words “Revised”** to the said bylaw, and the Reeve and Chief Administrative Officer be hereby authorized to fix their signatures to all necessary documents, and the corporate seal be fastened where it is deemed to be necessary.

Carried.

Chirs Minailo, Public Works Manager, virtually joined the meeting, time 10:16 a.m.

7.10b Strategic Transportation Infrastructure Program (STIP) Funding Bridge BF08200

678-24: Fenerty

That Smoky Lake County execute the Strategic Transportation Infrastructure Program (STIP) Memorandum of Agreement (MOA) with Alberta Transportation and Economic Corridors, to receive funding in the amount of \$2,143,368.75, towards the bridge replacement project for bridge No. BF08200, located on Township Road 590, near the land legally described as SE-02-59-13-W4; and confirm there is budgeted funding in the amount of \$245,094.00, allocated from the Building Canada Community Building fund towards the said project.

Carried.

7.10c Strategic Transportation Infrastructure Program (STIP) Funding Bridge BF08201

679-24: Gawalko

That Smoky Lake County Council execute the Strategic Transportation Infrastructure Program (STIP) Memorandum of Agreement (MOA) with Alberta Transportation and Economic Corridors, to receive funding in the amount of \$1,575,930.00, towards the bridge replacement project for bridge No. BF 8201, located on Township Road 594, near the lands legally described as NW-26-59-14-W4; **and approve the unbudgeted expense** from General Capital Reserves, to allocate funds in the amount of \$525,310.00 towards the said project.

Carried.

7.10d Strategic Transportation Infrastructure Program (STIP) Funding Bridge BF75780

680-24: Fenerty

That Smoky Lake County Council execute the Strategic Transportation Infrastructure Program (STIP) Memorandum of Agreement (MOA) with Alberta Transportation and Economic Corridors, to receive funding in the amount of \$167,850.00, toward the bridge rehabilitation project for bridge No. BF 75780, located on Range Road 131, near the lands legally described as NW-01-59-13-W4; **and approve the unbudgeted expense** from General Capital Reserves, to allocate funds in the amount of \$55,950.00 towards the said project.

Carried.

Bridge No. BF 80532 on Township Road 604, near Range Road 191

681-24: Halisky

That Smoky Lake County Administration explore options to expedite repairs of Bridge No. BF80532, located on Township Road 604, near Range Road 191, and bring the information forward to the August 8, 2024, Council Meeting.

Carried.

7.11. Bylaw No. 1466-24: Regional Emergency Management

682-24: Céré

That Smoky Lake County **Bylaw No. 1466-24: Regional Emergency Management**, for the purpose of establishing and maintaining a Regional Emergency Management Agency and Emergency Advisory Committee, with the Municipalities of Town of Smoky Lake, Village of Vilna, and Village of Waskatenau, be given **FIRST READING**.

Carried.

Moved by Councillor Halisky that Smoky Lake County **Bylaw No. 1466-24: Regional Emergency Management**, for the purpose of establishing and maintaining a Regional Emergency Management Agency and Emergency Advisory Committee, with the Municipalities of Town of Smoky Lake, Village of Vilna, and Village of Waskatenau, be given **SECOND READING**.

Carried.

Moved by Councillor Gawalko that Smoky Lake County **Bylaw No. 1466-24: Regional Emergency Management**, for the purpose of establishing and maintaining a Regional Emergency Management Agency and Emergency Advisory Committee, with the Municipalities of Town of Smoky Lake, Village of Vilna, and Village of Waskatenau, be given unanimous consent for **PERMISSION FOR THIRD READING**.

Carried Unanimously.

Moved by Councillor Fenerty that Smoky Lake County **Bylaw No. 1466-24: Regional Emergency Management**, for the purpose of establishing and maintaining a Regional Emergency Management Agency and Emergency Advisory Committee, with the Municipalities of Town of Smoky Lake, Village of Vilna, and Village of Waskatenau, be given **THIRD & FINAL READING**, and the Reeve and Chief Administrative Officer be hereby authorized to fix their signatures to all necessary documents and the corporate seal be fastened where it is deemed to be necessary.

Carried.

5. Public Hearing:

Nil.

8. Chief Administrative Officer's Report:

8.1 Chief Administrative Officer (CAO) Report

Chief Administrative Officer - Report Period: June 3, 2024 – June 20, 2024			
LEGISLATIVE / GOVERNANCE			
	Projects	In Progress	Completed
Nil			
ADMINISTRATIVE			
	Projects	In Progress	Completed
Nil			
FINANCIAL			
	Projects	In Progress	Completed
Discovering lands for development of County assets		Continuing	
HUMAN RESOURCES			
	Projects	In Progress	Completed
Unionized staff members held a meeting Wednesday June 19th		More to come	
Reviewing organizational chart / overall wage review / staffing levels		Ongoing	
One on one meetings with staff		Ongoing	
COMMUNITY			
	Projects	In Progress	Completed
Nil			
TRAINING / MEETINGS			
Joint Health and Safety Meeting		June 12, 2024	Information
Managers Weekly Meeting		Mondays	Information
Agricultural Service Board Meeting		June 18, 2024	Information
HWY 28/63 Regional Water Service Commission Meeting		June 12, 2024	Information
Smoky Lake Tourism Company Shareholder and Board Meeting		June 11, 2024	Information
Spa / retreat concept conversation with Smoky Lake County at Metis Crossing		Continuing	
Toolbox Meeting Public Works		Mondays	Information
Smoky Lake Region Intermunicipal Collaboration Committee (ICC Fire)		Continuing	
Smoky Lake - Bridge Program Check In		June 18, 2024	Information
ACTION LIST			
<i>Signature:</i>			
<i>Kevin Lucas, Chief Administrative Officer</i>			
County Council Meeting Date: June 27, 2024			

8.1 Chief Administrative Officer (CAO) Report

683-24: Céré

That Smoky Lake County Council accept the Chief Administrative Officer Report, for the period of June 3, 2024 to June 20, 2024, as presented.

Carried.

Pine Creek Retreat - Delegation's Presentation

684-24: Halisky

That the verbal virtual presentation received by Smoky Lake County Council on June 27, 2024, provided by Clayton Didier, Owner, of Pine Creek Retreat in respect to their ongoing and upcoming activities towards their grand opening, which is expected to be scheduled in 2025, be filed for information.

Carried.

8.2. & 8.3. Action Lists from March & April, 2024 Council Meetings

685-24: Halisky

That the Smoky Lake County Council Meeting Action Lists from the months of March and April, 2024, Regular Council meetings, be filed for information.

Carried.

9. Council Committee Reports:

9.1 Division One Councillor's Report on various Committees, Boards & Commissions

Dan Gawalko – Division One Councillor's report from various Committees, Boards and Commissions:

- June 10, attended the Bellis 4H Beef Club show & sale presented the county sponsored belt buckles, Grand Champion steer Emma Jarema, Reserve Champion steer Reed Cherniwchan, Grand Champion Female Ellena Senetza, Reserve Champion Female Sadie Podlowski, the members all did a great job showing their animals.
- June 13, attended the Vilna/Bellis Citizens on Patrol meeting RCMP member Anita Doktor gave her report about ongoing crime in the area and officers hours of work, Smoky Lake County bylaw officer submitted a written report, raffle tickets are selling quickly, video's from ACOPA are being well received the AGM will be in Red Deer Sept. 13-15, next meeting August 1, Bellis.
- June 14, attended the Smoky Lake Farmers & Ranchers Appreciation Day in Smoky Lake.
- June 17, attended the LARA meeting Discussed municipal funding and Lac La Biche county is no longer partnering with LARA for 2024 so we have Jay Cory as Chairperson and Amanda Fischer as vice chair, hired Kristy Tetreau as new environment & communications coordinator she will be working 16 – 20 hours per week, increasing awareness of LARA, grant applications, soil workshop, Peavey Mart grant regenerative ag program, and student education, Alyssa gave her report good feedback on no-till gardening, all trials seeded 4 in Smoky Lake county, in crop spraying done, project proposal & grants to RDAR, Jay gave the LFA report 400 heifers in on May 5, we have a demo plot @ Lakeland college trying to build a partnership with them, 3.2 million funding for research associations for capital funding through ARECA 100,000 for each association and will meet in July to see how the final 2 million will be divided up next meeting July 15 10am.
- June 18, attended the ASB meeting discussed the contract spraying for county right of ways went through the mowing & spraying maps, discussed the resolution grading & responses, next meeting August 1, 9 am.
- June 19, attended the Fed Gas members meeting with Councillor Lorne Halisky.
- June 20, attended the Evergreen Regional Waste Management Commission meeting with councillor Lorne Halisky, administration met with Seven Lakes oilfield to discuss future tipping fees and also with A & F metal to discuss what they are currently offering for waste metal, Nathan Taylor gave an update on the SWANA convention, discussed the ACP grant St. Paul county will manage it will be sending info out to all member municipalities if they would like to be involved with this study on future waste, Paul gave his site report he attended the virtual EPR meeting, with the high winds lots of fugitive garbage but the staff has it under control, MSW cell filling up real good, scale house upgrades are done, JCB loader has electrical over hyd issues trying to rectify if successful will be replacing all 4 tires on the loader, Waiting for the shredders to arrive Saddle Lake has some to shred also trying to coordinate all at the same time, Evergreen will sponsor a 2,500 dollar Gold sponsorship for the fall Alberta CARE conference in Bonnyville from September 10th to the 13th next meeting July 18 @ the Lafond landfill site.
- June 24, went on the Highway 28/63 Water Commission tour of various pump houses and booster stations within Thorhild and Smoky Lake counties special thanks to Patti Priest for her work in setting up the tour.

9.2 Division Two Councillor's Report on various Committees, Boards & Commissions

Linda Fenerty – Deputy Reeve & Division Two Councillor's written report from various Committees, Boards and Commissions:

May 29, June 5, June 12, 2024 – Municipal Corporate Planning & Finance – Augustana University – via Zoom

- This course offered an overview of the key benefits and challenges of maintaining collaborative frameworks within Alberta Municipalities. I took this course with the thought of our fire services becoming regional. The course focused on relationship-building considerations, strategies for collaboration, and growing interpersonal skills. It was very interesting to network with other municipalities who took partnerships on as a challenge, an opportunity or as a necessity.

May 31, 2024 – Save the Date! Alberta Rural Health Week Cookie Delivery – Vilna Lodge

June 6 - 8, 2024 – Federation of Canadian Municipalities (FCM) – Calgary

- This conference was designed with multiple objectives. (1) Network with leaders from across Canada who have similar municipal issues, (2) Learn about best practices to meet ongoing challenges by attending workshops, study tours, and discussions, (3) Connect with suppliers and experts at the trade show, and (4) Experience the City of Calgary through study tours.
- Unfortunately, due to a water main break, several of the study tours were cancelled. I had scheduled a tour of Calgary Emergency Operations Centre which obviously was cancelled.

June 19, 2024 – Community Futures – AGM & Board Meeting – St. Paul – 4:30 p.m.

- Delinquency/Loan Portfolio/Clients Supports discussed – all of these are confidential. Auditor reviewed CF financials, all in order. Three loans notified via email, ratified at meeting today. Penny's report – several ongoing events – just finished Lemonade Day. Connect for Food has a new advisory committee. New financial program (Xero) is working incredibly. Bylaw committee will start working on all bylaws which are very out-of-date. Admin position – shortlist candidates will be contacted tomorrow. CF Symposium is in Red Deer Sept 17-19. Power Up North – Oct 8-10.
- AGM – Executives are: Parrish Tung, Gary Ward, Evelynne. Shareholder proxies re-appointed. Auditor appointed, signing authority reconfirmed. Next meeting – September 11, 2024.

June 21, 2024 – Vilna School Indigenous Day Pipe Cérémonie – Vilna – 8:00 a.m.

June 21, 2024 – Grand Opening of Salay Prayzaan (Solar Project) – Metis Crossing – 2:00 p.m.

Other Meetings

- June 6, 2024 – Emerald Awards – Calgary Public Library – 6:00 p.m.
- May 24, 2024 – Annual Safety Day – National Hall – Smoky Lake
- June 11, 2024 – Healthcare in Smoky Lake (w/MLA Martin Long) – via Zoom (Jered & I) – 9:00 a.m.
- June 11, 2024 – Smoky Lake Tourism Company Shareholder Board Meeting – Metis Crossing – 10:00 a.m.
- June 13, 2024 – Council Meeting (Council Chambers) – 9:00 a.m.
- June 14, 2024 – Farmer & Ranchers' Appreciation BBQ – Smoky Lake Complex – 11:00 a.m.
- June 27, 2024 – Council Meeting (Council Chambers) – 9:00 a.m.

9.3 Division Three Councillor's Report on various Committees, Boards & Commissions

Dominique Céré – Division Three Councillor written report from various Committees, Boards and Commissions:

May 22 ABMA (Zoom)

- ABMA mtg. with the Francophone Secretariat to discuss possibly participating in the next meeting of the Alberta Advisory Council on the Francophonie. That particular meeting will be held on June 4 at 11 am in Edmonton and will be a conversation regarding how ABMA can help achieve the priorities which have been set out in the new Action Plan for the Francophonie.

May 23 Regular Council Mtg.

May 24 Annual Safety Meeting

May 24 AB Counsel Bill 20 Amendment Webinar (Zoom)

- AB Counsel reviewed amendments to the Bill and answered a few questions for clarification; this was a very brief overview of how the Bill might affect municipalities
- May 29 Smoky Lake Interagency Meeting (Zoom)
June 10 Bellis 4-H Annual Show and Sale
June 12 Joint Health and Safety Mtg., (Zoom)
June 13 Regular County Council Mtg.
June 14 Annual Farmers & Ranchers Appreciation BBQ
June 17 Smoky Lake Region ICC Fire Mtg.
June 18 Ag. Service Board Mtg. (Alt., Zoom)
June 20 Smoky Lake FCSS
- Heather Nickel (facilitator) present to help with the development of the mission, vision and value statements. Very interesting and innovative method of finalizing the statements.

9.4 Division Four Councillor's Report on various Committees, Boards & Commissions

Lorne Halisky – Division Four Councillor's report from various Committees, Boards and Commissions:

May 16, 2024 – Evergreen Regional Waste Management Services Commission Meeting in St Paul (in-person)

- As per Danny's report(s).
- Next Meeting date is June 20, 2024.

May 16, 2024 – Alberta's Lakeland DMO Meeting in St Paul (in-person)

- Discussion was held on approving 2024-2025 Travel Alberta funding (but not for the full ask – short \$25k), approved for one full contract position to support projects such as event calendar, Lac La Biche Region is a new DMO Member, held discussion with Thorhild for potential membership, hired contractor to write two grants for a cost of \$150 per grant and 2% of grant funding.
- Fort McMurray Tradeshow had lower traffic than other years but overall interest in the Lakeland Region was high looking at close distance travel/OHV & pedal bike use/lakes & camping.
- Fort Saskatchewan and Two Hills Tradeshow are smaller in size but had good traffic with interest in the Lakeland Region due to close distance travel.
- Financial report was given with all in good standing receiving GOA Funding/short by \$25k etc.
- The summer/year is going to be busy, so all members are encouraged to use the Alberta Lakeland DMO Event Calendar for events etc.
- Next Meeting date is July 18, 2024.

May 27 to 29, 2024 – Alberta Fire Chiefs Conference Calgary (in-person)

- Attended AFCS AGM and eleven resolutions were presented and in progress, introduced Roadside Safety Incident Report for members use and discussed changing conference date/location.
- Attended Alberta Fire Services Core Competency Framework Session discussing profiles, staffing, organization, level of services, budgets, SOG's etc.
- Attended Operational Stress Session discussing cultural impacts, stress injury, components of resiliency etc.
- Attended Coffee Cup Leadership Session discussing everything hinges on leadership etc.
- Attended Leadership Lessons Session discussing building a positive team, lead as they need you to lead; lead by example; team needs; make time for wellness; etc.
- Attended Building Mental Health & Wellness Support Session using service animals, self-care, peer support, specialized treatment etc.

June 1, 2024 – MLCA Mons Lake Community Association Meeting at Mons Lake (in-person)

- Discussed the south beach and east playground erosion issue.
- Discussed boat dock use, proper signage, and swim areas.
- Discussed applying for grant funding opportunities.
- Discussed riparian area use etc.
- Discussed OHV use, County bylaws and enforcement.
- Next Meeting date is TBD.

June 11, 2024 – Smoky Lake Tourism Company Shareholder and Board Meeting at Metis Crossing (in-person)

- Reconfirmed board positions, reviewed/approved CEO job description, chose recruitment agency and team for CEO recruitment etc.
- Next Meeting date is July 31, 2024.

June 12, 2024 – Highway 28/63 Regional Water Services Commission Regular Meeting (Lorne and Dan in-person)

- Discussed Member Municipalities Drought and Water Restriction Management Plans and still waiting for St Paul's Plan.
- Financial report was given by the Commission Financial Manager with all in good standing and on budget.
- Discussed Northeast Muni-Corr compensation request and legal counsel involvement.
- Whitefish Lake First Nation is proceeding with setting up a corporation and becoming a commission member etc.
- Operations Manager reported that they are continuing boosting chlorine to assure safe drinking parameters at Whitefish Lake Reservoir and requested funding from ISC for extra/back up chemical pumps and hardware. Radway communications tower was replaced and all working fine. Work is continuing on a water connection for a Thorhild County resident. SCADA System work is ongoing to support remote operations and applied for grant funding to replace SCADA System as the current system is outdated/failing including proactive tower inspections to help prevent communication failures etc.
- Water for Life Grant announcement will happen soon.
- Set up a Water Commission Orientation Tour on June 24, 2024.
- Booked a workshop on July 17 to work on managing, administration, and operations of the commission etc.
- Next Meeting date is August 14, 2024.

June 17, 2024 – RCMP Liaison Meeting (in-person)

- Fish and Wildlife possibly getting a jet boat for the region, boat/water safety checks.
- RCMP stated B&Es are increasing and will support boat/safety checks.
- County Peace Officer stated that the lake campgrounds/resorts/trails are busy.
- County Fire Department discussed enforcement of OHV Bans with support from RCMP and Fish & Wildlife, traffic analyst delays, animal strikes are up, boat/water safety for emergency preparedness event, July 8 to 12 Junior Fire Camp, smoke sign thefts, member training ensuring competency and claim info is going well with RCMP.
- Next Meeting date TBD.

June 19, 2024 – Fed Gas Insurance Reciprocal Exchange Meeting in Edmonton (Dan and Lorne in-person)

- Discussed insurance claims, fees, and service such as predicted versus event.
- Gas Alberta stated that pricing/supply performance was good lower than competitors.
- 60th Anniversary event will take place August 21, 2024. More details to come.
- O&M Presentation discussed GOA and Federal Government requirements, maintenance, and documentation requirements etc.
- Hydrogen use is slow because governments are focusing on renewable energy such as electricity.

June 20, 2024 – Evergreen Regional Waste Management Services Commission Meeting in St Paul (in-person)

- As per Danny's report(s).
- Next Meeting date is July 18, 2024.

9.5 Reeve & Div. 5 Councillor's Report on various Committees, Boards & Commissions

Jered Serben – Reeve & Division Five Councillor written report from various Committees, Boards and Commissions:

May 17, 2024 – Smoky Lake Foundation Meeting, held at Vilna Lodge (Jered & Dominique)

- Received reports from the CAO and Finance, as well as an update on occupancy.
- Executed the Management and Operating agreement.
- Discussed seasonal preventative maintenance for the facilities.
- Had a tour of Vilna Lodge.
- Inquired about developing affordable housing development plans, to be prepared to apply for the next Affordable Housing Partnership grant intake.

May 23, 2024 - Council Regular Meeting, held in Chambers and virtually (All Council)

- Appointed Kevin Lucas as the Chief Administrative Officer for Smoky Lake County.
- Approved to pay the Riverland Recreational Trail Society's Operations and Maintenance fees invoices for Years 2022, 2023, and 2024.
- Approved to amend Policy Statement No. 03-18-19: Five-Year Road Plan to add a 2025 project worth \$25,000, for oil-based dust control along the west side of Warspite.
- Approved \$1,290 of FCSS grant funding to Friends of the Vilna Pool Hall Society, for Volunteer Appreciation.
- Approved to request a meeting jointly with the Town & Villages to discussing concerns with physician recruitment in the Smoky Lake Region and the need for our own "North East Zone" for healthcare, with the Ministers of Health, and Mental Health and Addiction.

- Received a presentation from STARS outlining the benefits received by the residents of the Smoky Lake Region from STARS, and thanking the County for the \$6,000 Annual Donation (see the May 23, 2024 Minutes to view the slides from the presentation).
- Initiated a request for the MLA to contact the Minister of Health to expedite the final Practice Readiness Assessment (PRA) process for Dr. Arian Esterhuizen, and enable her to commence practice at the Raubenheimer Medical Clinic, in Smoky Lake as soon as possible.

May 24, 2024 – County's Annual Safety Meeting, held at the National Hall (All Council)

- The County offices were closed so that all employees could attend.
- Each department spoke about their activities and importance of safety.
- IT provided a presentation on the cyber security and what to avoid and watch out for.
- Guest Speaker: Jeff Bevan had a motivational speech on dealing with aggressive people.
- Guest Speaker: Atco Electric provided a presentation on powerline safety

May 31, 2024 – Cookie Deliveries to the hospital & lodge to honor of Alberta Rural Health Week (Jered)

- To show appreciation of the contributions made by the rural health providers, who enhance the quality of life in Smoky Lake County.

June 6-9, 2024 – Federation of Canadian Municipalities Conference, held in Calgary (Jered & Linda)

- Networked with attendees and toured the tradeshow.
- Held discussion with District RMA Members about mutual concerns.
- Held discussion with the representatives from the Egg and Chicken Producers booth, about how to promote farming, specifically farming that require quotas and how to get people into the entry level. Learned about their lottery for 7 allotments of a 1,500 quota of birds – with the end goal of carrying the quota for 10 years and increase its value.
- Speeches were made by Prime Minister, Justin Trudeau and by the Leader of Canada's New Democratic Party, Jagmeet Singh.

June 6, 2024 - 33rd Annual Emerald Awards, held in Calgary (Jered & Linda)

- Attend because the Metis Nation of Alberta's Salay Prayzaan at Métis Crossing's Solar Project was shortlisted in the Energy Category for an Emerald Award, and we were already in Calgary for FCM. Although the project was nominated, it was not awarded.

June 11, 2024 – Virtual session, MLA Martin Long, Parliamentary Secretary for Rural Health (Jered & Linda)

- We raised concerns about the lack of healthcare professionals in Smoky Lake County.
- Was informed that they are working on it and these concerns are being heard across Province and Canada; it is not specific to Smoky Lake County.
- They are working on restructuring on how AHS reports, in order to increase contractor competition and provide the best healthcare.
- There were ambulances purchased for urban centers to mitigate the rural ambulances going into the large urban center and are they are still working on that.
- They recommended to immediately continue recruiting physicians for the region.
- The province has been working College of Physicians & Surgeons of Alberta (CPSA) to encourage them to streamline the flow through for more physicians and to increase the capacity for practicums. The CPSA has announced the addition of 30 more assessors to increase their capacity.
- Inquired on the possibility of having specialized surgeries in the Smoky Lake and learned that at least 2 surgical theatres are required (ideally 3 and 4 would be like an urban centre), and surgeon's want to do 6-8 surgeries a day or they typically won't entertain it; and if that's what the region wants then a plan needs to be established to do so.
- They acknowledged the negative impacts on Firefighters in respect to how their roll has changed into medical services.

June 12, 2024 – Joint Health & Safety Committee Meeting, held in Chambers (Jered & Dominique)

- Review progress on the Safety Audit Action Plan to correct deficiencies from the audit conducted by the Loss Prevention Officer.
- Suggested changes to the Safety Policy Statement No. 07-03: Backing Up Safely.
- Reviewed training conducted in May & June.
- Discussed an incident involving a male worker urinating publicly.

June 12, 2024 – Highway 28/63 Regional Water Services Commission, in Chambers (Lorne, Dan, & Jered)

- Received updated reports from the Interim Commission Manager, Finance Manager, and Operations.

- Scheduled a workshop to discuss Commission Management Options.
- Approved to engage legal Counsel to respond to the letter from North East Muni-Corr Ltd., dated May 21, 2024, concerning the auto renewal of the Utility Right of Way Agreement and Annual Linear Fee.

June 13, 2024 – Regular Council Meeting, held in Chambers & virtually (All Council)

- Voted on the local students' submissions to the Agricultural Services Poster Contest to award prizes as per Policy Statement No. 62-06-01.
- Amended Policy Statement No. 08-19: Smoky Lake County Community Learning Council Program Legal Host Agreement, to update the CAO name to Kevin Lucus.
- Gave 3rd Reading to Bylaw 1463-24: Planning and Development Fees Bylaw.
- Deferred discussion of the County-Owned Lands to Committee of the Whole to receive further information and explore conservation management options, for environmentally sensitive areas.
- Agreed to participate in the Region's parades.
- Accepted the final report for the Smoky Lake County Wildfire Mitigation Strategy, outlining the implementation plan for twelve recommendations.
- Acknowledged the letters of support from Smoky Lake County, Village of Vilna, Village of Waskatenau, and Town of Smoky Lake, being in favour of the Smoky Lake Region, becoming a Designated Community under the Alberta Advantage Immigration Program (Aaip) Rural Renewal Stream (RRS).
- Approved to sponsor \$500 to the Ukrainian Day Event, scheduled for August 25, 2024, at the Ukrainian Cultural Heritage Village.
- Approved to attend the LARA Smoky Lake Summer Field Day, scheduled for July 30, 2024.
- Acknowledged to bring attention to the Smoky Lake RCMP Detachment's letter in respect traffic complaints at Public Works Shop: vehicles pulling out of the yard & onto the roadway without stopping.
- Agreed to write a letter to the Minister of Public Safety and Emergency Services, to request information specific to Smoky Lake County, such as the expected cost to be incurred by the County and to clarify what services would be provided to the County, should Bill 11 come into force.
- Approved to execute the "Right of Access & Consent to Transfer of Land for Compensation" agreement for the purpose of a roadway widening to accommodate a culvert bridge replacement project # BF76552, located on Range Road 132, North of Township Road 610.
- Awarded the contract for Municipal Land Use Suitability Tool (MLUST) project funded through the Alberta Community Partnership (ACP) 2023-24 Grant, to O2 Planning and Design Inc.

June 13, 2024, Summary of activities relating to Health Advocacy (Jered)

- Raymond Cormie from Smoky Lake Foundation wrote a letter of support in respect to emergency response to Minister LaGrange and MLA Martin Long.
- Reached out to Nicole Williams, Chief of Staff to the Alberta Minister of Health (left message)
- Talked to Garth Rowsell MLA Vermilion-Lloydminster-Wainwright, twice
- Talked to Glenn van Dijken MLA Athabasca-Barrhead-Westlock, three times
- Talked to Dan Williams Minister of Mental Health and Addiction
- Talked with the Tony Yao's office (MLA for Fort McMurray-Wood Buffalo) who got me in contact with Martin Long, Parliamentary Secretary for Rural Health for a meeting (June 11)
- Talked to Deborah Whetstone, AHS North Zone Medical Affairs
- Sent a Regional Letter from the County, Town & Villages to the Minister of Health and Minister of Mental Health and Addiction

June 14, 2024 – Farmers and Ranchers Appreciation Day, held in Smoky Lake (All Council)

- Attended to show support & appreciation, as well as to discuss ratepayer's concerns one on one.

June 17, 2024 – Smoky Lake Region Intermunicipal Collaboration Committee, held in Chambers (Jered & Dominique)

- Approved a Smoky Lake Region Fire Rescue Organizational Chart, to be incorporated into the future Smoky Lake Region Fire Bylaw.
- Discussed a draft Smoky Lake Region Fire Rescue 3-Year Draft Budget, and agreed to a rental concept for the Region's Fire Hall Buildings, and to hire a third-party organization to appraise the value of the Town and County fire equipment for amortization and budgetary purposes.

June 18, 2024 – Agricultural Service Board, held in Chambers (Dan, Jered & Dominique)

- Acknowledge the Producers from Smoky Lake County appointed by Lakeland Agricultural Research Association (LARA) as Directors are confirmed to be Charlie Leskiw & Amanda Fischer.
- Received reports from LARA, and the Board's Chair.

- Received updated Spraying Progress Maps & Mowing Progress Maps.
- Reviewed and agreed with the initial grades for the Agricultural Service Board Provincial Committee (ASBPC) Year-2024 Resolutions.
- Discussed compliance with the laws and license coverage relating to the County's external sourced, contracted Licensed Vegetation Control for County right-of-ways.
- Acknowledged participation in a survey about the Weed Control Regulation (WCR) Review: AAAF / ASB, to help identify unintended outcomes or concerns associated with these regulatory changes.
- Recommend that County Council write a letter to the Minister of Alberta Transportation and Economic Corridors, to address weed control and overgrown brush along provincial highways.

June 21, 2024 – Smoky Lake Foundation Meeting, held at Bar-V-Nook (Jered & Dominique)

- Received reports from the CAO and Finance, as well as an update on occupancy.
- Discussed the HVAC Systems Preventative Maintenance Program & Tractor purchase.

June 21, 2024 - Grand Opening of Salay Prayzaan - Solar project at Métis Crossing (Jered)

- Brought greetings to the event as the project was a collaboration between the Town of Smoky Lake, Smoky Lake County, and the Métis Nation of Alberta.
- This 4.86 MW Métis Crossing Solar Project, aims to reduce greenhouse gas emissions and generate economic and community benefits for the partnering communities. It is the most northern grid connected solar generation project of significant size in Alberta and received a \$3.9 million investment from the Municipal Climate Change Action Centre.

June 22, 2024 – Metis Fest 2024, held at Métis Crossing (Jered)

- Attended to bring greetings and welcome everyone, on behalf of Smoky Lake County.

Other Community events attended:

- May 21, 2024 - HAK Drama Class play at the HAK School
- June 4, 2024 – Victoria Trail Agricultural Society (VTAS) Meeting – the resurfacing of building is complete & open to the public now
- June 10, 2024, Bellis 4-H Beef Club Achievement Day – Show & Sale, in Waskatenau
- Delivered flowers, as the Chair of Physician Recruitment and Retention Board, to Dr, Esterhuizen to welcome her

Reeve's Report and Councillors Reports on various Committees, Boards & Commissions

686-24: Céré

That Smoky Lake County's Reeve Report received for the period of May 17, 2024, to June 22, 2024, be posted to the County's website and the Councillors reports on various committees, boards and commissions, be accepted as presented.

Carried.

10. Correspondence:

10.1. Rural Renewal Stream Community Designation Application

687-24: Halisky

That Smoky Lake County **acknowledge the submission** of the application for Community Designation through the Alberta Advantage Immigration Program (AAIP) Rural Renewal Stream (RRS), which was submitted on May 21, 2024, by the Smoky Lake and District Regional Chamber of Commerce, acting as the Economic Development Organization, for the Community Name: "Smoky Lake Region (County, Town, Villages of Vilna and Waskatenau)" stating a population of "4,200".

Carried.

10.2. Martin Long, Parliamentary Secretary for Rural Health Virtual Meeting

688-24: Gawalko

That Smoky Lake County Council **approve action taken** by the Reeve and Deputy Reeve in attending a virtual meeting with Martin Long, Parliamentary Secretary for Rural Health, on June 11, 2024, to express concerns in respect to healthcare professional shortages within the Smoky Lake region.

Carried.

10.3. Smoky Lake & District Regional Chamber of Commerce Membership Certificate

689-24: Halisky That Smoky Lake County acknowledge receipt of the Smoky Lake & District Regional Chamber of Commerce Year-2024 membership certificate #2024-175, issued to Smoky Lake County, as a member in good standing.

Carried.

10.4. Minister of Municipal Affairs – Canada Community Building Fund (CCBF)

690-24: Fenerty That the letter received by Smoky Lake County from the Minister of Municipal Affairs, via email on June 14, 2024, advocating in the interest of Alberta in respect to negotiations to ensure funding continues to flow to local governments from the Government of Canada, in response to the 2024 Canada Community Building Fund (CCBF) program delays, be filed for information.

Carried.

10.5. Alberta Advanced Education Community Adult Learning Program (CALP) Grant

691-24: Céré That Smoky Lake County, as managing partner of Smoky Lake County Community Learning Council, approve action taken by Administration in executing the Alberta Advanced Education – Community Adult Learning Program (CALP) Grant Agreement #AR69094, to receive funding for the period of July 1, 2024 to June 30, 2027, scheduled as follows, in the amounts of:

- up to \$130,000 following the signing of the said Agreement,
- up to \$130,000 on or about July 1, 2025, and
- up to \$130,000 on or about July 1, 2026.

Carried.

10.6. Métis Crossing Event - Salay Prayzaan, Grand Opening of Solar Field

692-24: Halisky That Smoky Lake County Council approved action taken by the Reeve in attending, and providing greetings to, the Métis Crossing event: Salay Prayzaan, Grand Opening of Solar Field, held on June 21, 2024; and approve action taken in the Deputy Reeve and Councillors who could attend - attending the said event.

Carried.

10.7. Compliance Inspection Smoky Lake Regional Landfill

693-24: Halisky That Smoky Lake County Administration ensure all County Landfill Personnel are competent and have the knowledge to comply with landfill related regulations, in response to Alberta Environment & Protected Areas, Regulatory Assurance Division's Inspection conducted on December 12, 2023; and, Administration clarify who is responsible for what between Evergreen Regional Waster Services Commission and Smoky Lake County, in respect to regulatory compliance.

Carried.

694-24: Céré That Smoky Lake County acknowledge receipt of the letter to Evergreen Regional Waste Management Services Commission (ERWMSC) from Alberta Environment & Protected Areas, Regulatory Assurance Division, North Region – Capital District, dated May 29, 2024, in respect to the 2024 Compliance Inspection of the Smoky Lake Regional Landfill with deficiencies to be corrected by the deadline of July 9, 2024; and bring forward assurance of the corrective action undertaken by ERWMSC to address deficiencies, to the August 22, 2024 Regular Council Meeting.

Carried.

6. Municipal Planning Commission (MPC):

Meeting Recessed

The Council meeting was recessed at 11:01 a.m. to undertake a Municipal Planning Commission Meeting, on a separate agenda with separate minutes.

Meeting Reconvened The Council meeting reconvened on a call to order by the Reeve at 11:25 a.m. in the physical or virtual presence of all Council Members, Chief Administrative Officer, Assistant Chief Administrative Officer, Finance Manager, Executive Services Clerk, Planning & Development Manager, Agricultural Fieldman, Municipal Clerk, Communications Officer, Peace Officer, GIS Operator, and 5 Members of the Public.

10. Correspondence:

10.8. Lakeland Agricultural Research Association (LARA) Update as of June 18, 2024

695-24: Gawalko That Smoky Lake County, acknowledge receipt of the update from the Lakeland Agricultural Research Association (LARA), dated June 18, 2024, outlining the programming and activities being provided by LARA, for awareness of how the County's funding towards LARA is being utilized.

Carried.

10.9. Alberta Health Services (AHS) North Zone Medical Affairs

696-24: Halisky That Smoky Lake County acknowledge receipt of the letter from Alberta Health Services (AHS) North Zone Medical Affairs signed by their Interim Medical Director and Chief Zone Officer, dated June 19, 2024, responding to Smoky Lake Regions' Municipalities joint letter of concern in respect to the Physician Recruitment in Smoky Lake Region (as per Council's May 23, 2024, Motion #602-24), and stating: "Over the years AHS has worked with the local physician group on recruitment of a fourth physician to the clinic. Several candidates had been found but were not felt to be acceptable to the current physician group." and confirming Dr. Arian Esterhuizen started her Supervised Practice Assessment on June 12, 2024, and has AHS Appointment & Privileges.

Carried.

10.10. Victoria Home Guard Historical Society Invitation to Tour Victoria Trail

697-24: Halisky That Smoky Lake County accept the invitation to attend a tour of the Victoria Trail, from the Victoria Home Guade Historical Society, as per the letter received, dated June 20, 2024, and provide them with date options according to Council availability, for those Council who can attend – to attend.

Carried.

10.11. Minister of Transportation & Economic Corridors – Hwy 28 Speed at Smoky Lake

698-24: Fenerty That Smoky Lake County acknowledge receipt of the letter from Minister of Transportation and Economic Corridors, dated May 14, 2024, in respect to the speed limit on Highway 28 near the Town of Smoky Lake, stating "*I am pleased to advise the department is in the process of preparing the ministerial order to amend the speed limit on Highway. Once this process is complete and I have signed the order, the new signs will be installed along the highway to reduce the speed limit. I have asked the department to complete this before the next school year in September 2024.*".

Carried.

10.12. Alberta Emergency Management Agency Wildfires DRP – Final Payment Summary

699-24: Gawalko That Smoky Lake County acknowledge receipt of the correspondence from Alberta Emergency Management Agency, dated June 7, 2024, in respect to the 2023 Spring Alberta Wildfires Disaster Recovery Program (DRP) – Final Payment Summary to Smoky Lake County, in the amount of \$30,278.09, as per the cost-sharing arrangement with the Government of Alberta, and based on the total in the amount of \$33,733.48, submitted by Smoky Lake for emergency operations during the period of April 30, 2023 to July 7, 2023.

Carried.

11:30 to 11:36 a.m.

Public Question and Answer Period:

Roy Shupenia, member of the public, questioned the lack of maintenance on the road to (and within) the Hillside Acres subdivision, noting that the grader had only been there one time this year and only twice last year; and respectfully requested that the road be graded and graveled as soon as possible.

Kevin Lucas, Chief Administrative Officer, answered that the suggestion will be taken under advisement and Mr. Shupenia will be followed up with.

One Member of the Public left Council Chambers, time 11:35 a.m.

Addition to the Agenda:

Smoky Lake Golf Course Junior Golf – Sponsorship Request

700-24: Halisky

That Smoky Lake County donate funds in the amount of **\$500.00**, funded from the Grants to Individuals and Organizations budget, **to the Smoky Lake Golf Club**, in support of the Year-2024 Junior Golf Program, scheduled for every Tuesday in July 2024, in response to the letter request received from the Pro Shop Manager: Leo Chapdelaine, received on June 25, 2024; and challenge the Town of Smoky Lake to match or exceed the funding towards same.

Carried.

Vilna Agricultural Society – Vilna Arena and Curling Rink

701-24: Gawalko

That Smoky Lake County extend an invitation to the Vilna Agricultural Society to offer a proposal in response to the letter received from the Vilna Agricultural Society, dated June 4, 2024, in respect to exploring options to balance their budget for the Vilna Arena and Curling Rink facility in the Village of Vilna, including an option to dispose of the facility, and offering to meet with the County to discuss future operations of the facility, should the County be interested in purchasing the facility.

Carried.

11. Information Releases:

Nil.

12. Financial Reports:

Budget to Actual Report

702-24: Halisky

That Smoky Lake County's financial reports: Budget to Actual as of June 19, 2024, as prepared by the Finance Manager, be accepted for information.

Carried.

13. Next Meeting(s):

Reconfirm County Council Meeting Dates

703-24: Céré

That the previously scheduled upcoming Smoky Lake County Council Meetings be re-confirmed as follows:

Thursday, August 8, 2024, at 9:00 a.m., (Regular),

Thursday, August 22, 2024, at 9:00 a.m. (Regular),

to be held physically **and/or** virtually in County Council Chambers.

Carried.

Schedule County Council Meeting Dates

704-24: Halisky That the next Smoky Lake County Council Meetings be scheduled as follows:

**Thursday, September 12, 2024, at 9:00 a.m., (Regular),
Thursday, September 26, 2024, at 9:00 a.m. (Regular),
Thursday, October 10, 2024, at 9:00 a.m., (Regular),
Thursday, October 24, 2024, at 9:00 a.m., (Regular),
Thursday, November 14, 2024, at 9:00 a.m., (Regular), and
Thursday, December 12, 2024, at 9:00 a.m., (Regular),**
all to be held physically **and/or** virtually in County Council Chambers.

Carried.

Schedule County Council Organizational Meeting Date

705-24: Gawalko That the next Smoky Lake County Council Organizational Meeting be scheduled for **Thursday, October 24, 2024, at 9:00 a.m.**, to be held physically **and/or** virtually in County Council Chambers.

Carried.

Schedule County Council Committee of the Whole Meeting Date

706-24: Halisky That the next Smoky Lake County Council Committee of the Whole Meeting for the purpose of Planning be scheduled for **Tuesday, August 6, 2024, at 10:00 a.m.**, to be held physically **and/or** virtually in County Council Chambers.

Carried.

Schedule Joint Council Meeting with Town of Smoky Lake Meeting Date

707-24: Fenerty That Smoky Lake County Council approve for the next Joint Council Meeting with the Town of Smoky Lake and Smoky Lake County to be scheduled for **Tuesday, August 13, 2024, at 9:00 a.m.**, to be held physically **and/or** virtually in County Council Chambers.

Carried.

14. In-Camera (Executive Session):

14.2. Legal Issue – Vehicle Damage Claim

708-24: Halisky That Smoky Lake County Council go into Executive Session to discuss a Legal Issue, in respect to a vehicle damage claim, under the authority of the FOIP Act Section 24: Advice from Officials, in the presence of all Council, Chief Administrative Officer, Assistant Chief Administrative Officer, Finance Manager, and Executive Services Clerk, time 11:56 a.m.

Carried.

709-24: Halisky That Smoky Lake County Council go out of Executive Session, time 12:01 p.m.

Carried.

14.2a Vehicle Damage Claim

710-24: Halisky That Smoky Lake County Council **deny the claim** submitted under County Policy Statement No. A.10-01: Vehicle Damage, from Ramah Zima, dated April 27, 2024, for vehicle exhaust damage in the amount of \$68.25, claiming to have occurred April 27, 2024, at 10:15 a.m., from an alleged frost heave in the road on Township Road 602, between Range Road 170 and 165A.

Carried.

Meeting Recessed The Council meeting was recessed at 12:02 p.m. for lunch.

Meeting Reconvened The Council meeting reconvened on a call to order by the Reeve at 12:48 p.m. in the physical or virtual presence of all Council Members, Chief Administrative Officer, Assistant Chief Administrative Officer, Finance Manager, Executive Services Clerk, Planning & Development Manager, Municipal Clerk, Communications Officer, GIS Operator, Public Manager and 2 Members of the Public.

14. In-Camera (Executive Session):

14.4. Personnel Issue, Interim CAO Compensation

711-24: Halisky That Smoky Lake County Council go into Executive Session to discuss a Personnel Issue, in respect to compensation for Interim Chief Administrative Officer services for the months of January to June 2024, under the authority of FOIP Act, Section 27: Privileged Information, and Section 24: Advice from Officials, in the presence of all Council and Chief Administrative Officer, time 12:48 p.m.

Carried.

712-24: Fenerty That Smoky Lake County Council go out of Executive Session, time 1:03 p.m.

Carried.

Interim CAO Compensation - Tabled

713-24: Halisky That Smoky Lake County Council table further discussion in respect to compensation for Interim Chief Administrative Officer services for the months of January to June 2024, under the authority of FOIP Act, Section 27: Privileged Information, and Section 24: Advice from Officials.

Carried.

4. Delegation:

4.2. JLG Ball: Lisa Ball, President / CEO, and Brenda Kirk, Officer Manager

Present before Council from 1:09 p.m. to 1:38 p.m., was JLG Ball representatives: Lisa Ball, President / CEO, and Brenda Kirk, Office Manager, to discuss business operations under Executive Session.

14. In-Camera (Executive Session):

14.1. Land Issue - Business Operations

714-24: Halisky That Smoky Lake County Council go into Executive Session to discuss a Land Issue, in respect to business operations of JLG Ball, under the authority of the FOIP Act, Section 16: Third Party Business Interests, and Section 27: Privileged Information, in the presence of all Council, Chief Administrative Officer, Assistant Chief Administrative Officer, Finance Manager, Planning and Development Manager, Public Works Manager, Executive Services Clerk, and Delegation: JLG Ball representatives: Lisa Ball, President / CEO, and Brenda Kirk, Office Manager time 1:07 p.m.

Carried.

Delegations: JLG Ball representatives: Lisa Ball, President / CEO, and Brenda Kirk, Office Manager, left the meeting, time 1:38 pm.

715-24: Céré That Smoky Lake County Council go out of Executive Session, time 1:56 p.m.

Carried.

JLG Ball Business Operations

716-24: Gawalko That Smoky Lake County Administration proceed as discussed under the authority of the FOIP Act, Section 16: Third Party Business Interests, and Section 27: Privileged Information, in respect to JLG Ball's Business Operations.

Carried.

Executive Session (Addition to the Agenda):

Land & Legal Issue: Warspite Sewer Lagoon

717-24: Céré That Smoky Lake County Council go into Executive Session to discuss a Land and Legal Issue in respect to the Warspite Sewer Lagoon, under the authority of the FOIP Act, Section 24: Advice from Officials, in the presence of all Council, Chief Administrative Officer, Assistant Chief administrative Officer, Finance Manager, Planning & Development Manager, and Executive Services Clerk, time 1:58 p.m.

Carried.

718-24: Céré That Smoky Lake County Council go out of Executive Session, time 2:15 p.m.

Carried.

Sewage Wastewater Lagoons at Warspite and Bellis

719-24: Céré That Smoky Lake County Administration investigate the capacity and longevity of the sewage wastewater lagoons at Warspite and Bellis, in preparation for potential increases in usage, and ensure all codes requirements are met.

Carried.

4. Delegations:

4.3. Melewka Structures & Design, and Métis Nation of Alberta

Present before Council from 2:33 p.m. to 3:30 p.m., was Melewka Structures & Design: Andy Russell, Project Manager, and Lewis Semashkewich, President, John Contessa, subcontractor from CA Granite Inc., and Aaron Barner, Métis Nation of Alberta's Senior Executive Officer, to discuss MNA's Development Permit application requirements (under Executive Session #14.3) under Executive Session.

14. In-Camera (Executive Session):

14.3. Land Issue: MNA's Development Permit Application Requirements

720-24: Gawalko That Smoky Lake County Council go into Executive Session to discuss a Legal Issue, in respect to a letter from Concerned Ratepayers, dated May 8, 2024, (deferred from May 9, 2024, by Council Motion #592-24), and Legal Advice from Brownlee LLP, dated May 16, 2024, under the authority of FOIP Act, Section 27: Privileged Information, and Section 24: Advice from Officials, in the presence of all Council, Chief Administrative Officer, Assistant Chief Administrative Officer, Finance Manager, Planning and Development Manager, Executive Services Clerk, and Delegation: Melewka Structures & Design: Andy Russell, Project Manager, and Lewis Semashkewich, President, & Aaron Barner, Métis Nation of Alberta's Senior Executive Officer, time 2:33 p.m.

Carried.

Melewka Structures & Design: Andy Russell, Project Manager, and Lewis Semashkewich, President, John Contessa, subcontractor from CA Granite Inc., and Aaron Barner, Métis Nation of Alberta's Senior Executive Officer, left the meeting, time 3:30 p.m.

721-24: Halisky That Smoky Lake County Council go out of Executive Session, time 4:18 p.m.
Carried.

Council Meeting Extended Past 4:00 p.m.

722-24: Céré That Smoky Lake County Council approve to extend the June 27, 2024, Regular Council Meeting past 4:00 p.m.
Carried Unanimously.

Foundation Permit relating to DP-024-24 Application for Supportive Living Facility, RL 15

723-24: Gawalko That Smoky Lake County Council approve to issue a foundation Development Permit to the Métis Nation of Alberta (MNA), to allow foundation work to commence within 60 days, starting June 27, 2024, on the lands legally described as River Lot 15, Victoria Settlement, in relation to the pending Development Permit DP-024-24: Supportive Living Facility, River Lot 15, at the MNA's risk; and if Development Permit DP-024-24, is not approved, all said foundation work must be remediated within 60-days' written notice, at the MNA's cost and risk.
Carried.

7.12. Development Permit DP-024-24: Supportive Living Facility, River Lot 15

724-24: Halisky That Smoky Lake County Council **schedule a Regular Council Meeting** as per Bylaw No. 1430-23, Section 4.3: "All Public Hearings shall be held during a Regular or Special Council meeting.", **to hold a second Public Hearing for Thursday, July 18, 2024, at 9:00 a.m.**, to be held in County Council Chambers as well as virtually, in respect to the proposed conditions (as per attached Appendix "A") of Development Permit DP-024-24: Supportive Living Facility, for the lands legally described as River Lot 15, Victoria Settlement (Tax Roll #17581550), within the Direct Control (DC2) District; and advertise the said Public Hearing in the Redwater Review for two consecutive weeks, and provide notice of said Public Hearing to all those persons who have previously received notice, respecting the Métis Nation of Alberta's proposed Supportive Living Facility.
Carried.

Jordan Ruegg, Planning & Development Manager, Lydia Cielin, Assistant Chief Administrative Officer, and Patti Priest, Executive Services Clerk, left Council Chambers, time 4:35 p.m.

14. In-Camera (Executive Session):

14.4. (Tabled Item) Personnel Issue, Interim CAO Compensation &

Addition to the Agenda: Personnel Issue: Council Providing Direction to the CAO

725-24: Céré That Smoky Lake County Council go into Executive Session in the presence of all Council and Chief Administrative Officer, to bring forward the tabled discussion: Personnel Issue, in respect to compensation for Interim Chief Administrative Officer services for the months of January to June 2024, under the authority of FOIP Act, Section 27: Privileged Information, and Section 24: Advice from Officials; **and** to discuss another Personnel Issue, in respect to Council Providing Direction to the Chief Administrative Officer, under the authority of the FOIP Act, Section 24: Advice from Officials, time 4:40 p.m.
Carried.

726-24: Fenerty That Smoky Lake County Council go out of Executive Session, time 5:30 p.m.
Carried.

Interim Chief Administrative Officer Compensation

727-24: Serben

That Smoky Lake County Council take no action to provide additional compensation for Interim Chief Administrative Officer services to Ms. Lydia Cielin, Assistant Chief Administrative Officer, for the months of January to June 2024, due to reasons, as discussed in Executive Session, on June 27, 2024, under the authority of the FOIP Act, Section 24: Advice from Officials.

Carried.

15. ADJOURNMENT:

728-24: Céré

That the Smoky Lake County Council Meeting of June 27, 2024, be adjourned, time 5:31 p.m..

Carried.

REEVE

S E A L

CHIEF ADMINISTRATIVE OFFICER



Delegation Request Form

APPLICATION

Thank-you for your interest in becoming a Delegation before County Council.

Please complete this application form. Please refer to Policy Statement No: 01-49 for Delegation Protocol and Procedures.

NOTE: By filling out this application form, you are consenting to disclosure of any personal information made evident through your speech or presentation materials and grant permission to the County to publish these materials and agrees to abide by the terms of this Policy.

Personal information on this Application is being collected under the authority of the Freedom of Information & Protection of Privacy Act (FOIP).

Smoky Lake County considers the author's address relevant to Council's consideration of this matter and will disclose this personal information if it is provided to us. However, the author's phone number and email address are **not** required and should be omitted if the author does not wish this personal information disclosed.

APPLICANT NAME AND CONTACT INFORMATION:

Last Name: <u>Rosichuk</u>	First Name: <u>Derek</u>
Phone Number: [REDACTED]	E-mail Address: <u>Derek @ smoky waste. ca</u>
Mailing Address: <u>Box [REDACTED]</u> <u>Smoky Lake</u> , Alberta <u>TOA 3C0</u>	
Box	Town Postal Code

Group / Organization / Business / Individual:

Representing a Group / Organization / Business : Smoky Lake Waste and Recycle

Attending as a Individual

NAME OF PRESENTERS / ORGANIZATION:

	Name	Position Title	Supporting documentation (optional)
1.	<u>Derek Rosichuk</u>	<u>Owner / Operator</u>	<input checked="" type="checkbox"/> Handouts at the meeting (please provide copies to the Municipal Clerk or bring 12 copies to the meeting)
2.	_____	_____	<input type="checkbox"/> Audio / visual presentation (must be received in pdf or jpg format accompanying the Application Form).
3.	_____	_____	
4.	_____	_____	

TOPIC AND PURPOSE OF PRESENTATION:

Clearly outline the topic of your presentation: Yes No Executive Session

List desired outcome of presentation/recommend to Council:

Note: That all correspondence submitted to Smoky Lake County will form part of the public record and will be published when this matter is before Council.

Please Note for clarity: You do not need to complete this form to ask questions of Council at the "Public Question and Answer Period" scheduled between 11:30 a.m. and noon at each regular Council Meeting. All meetings are open to the Public.

Comments:

APPLICANT NAME: (PLEASE PRINT) <u>Derek Rosichuk</u>	SIGNATURE 	DATE <u>July 25, 2024</u>
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OFFICE USE Only:

Applicant Received: _____ By: _____

Confirmed by: _____ Council Meeting Date: _____



Delegation Request Form

APPLICATION

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NOTE: By filling out this application form, you are consenting to disclosure of any personal information made evident through your speech or presentation materials and grant permission to the County to publish these materials and agrees to abide by the terms of this Policy.

APPLICANT NAME AND CONTACT INFORMATION:

Last Name: Tchir

First Name: Casey

Phone Number: [REDACTED]

E-mail Address: [REDACTED]

Mailing Address:

[REDACTED] Box Spedden, Alberta T0A 3E0
Postal Code

Group / Organization / Business / Individual:

- Representing a Group / Organization / Business : Estates of Bonnie Lake
- Attending as a Individual

NAME OF PRESENTERS / ORGANIZATION:

	Name	Position Title
1.	Casey Tchir	
2.		
3.		
4.		

Supporting documentation (optional)

- Handouts at the meeting (please provide copies to the Municipal Clerk or bring 12 copies to the meeting)
- Audio / visual presentation (must be received in pdf or jpg format accompanying the Application Form).

TOPIC AND PURPOSE OF PRESENTATION:

Clearly outline the topic of your presentation: Yes No Executive Session

With regard to the issue of access through the undeveloped county road allowance on the North West corner of the Estates of Bonnie Lake. At a previous meeting it was suggested that access may possibly be granted. A confirmation of YES or NO needs to be made before any more funds are allocated to this project as \$55,000 has been invested to date.

The project the way it is currently will require its residents to travel 7 miles to get to the golf course and other amenities. The N. W access will also serve as a fire excavation route.

List desired outcome of presentation/recommend to Council: VOTE YES TO ACCESS

Note: That all correspondence submitted to Smoky Lake County will form part of the public record and will be published when this matter is before Council.

Please Note for clarity: You do not need to complete this form to ask questions of Council at the "Public Question and Answer Period" scheduled between 11:30 a.m. and noon at each regular Council Meeting. All meetings are open to the Public.

Comments:

APPLICANT NAME: (PLEASE PRINT)

CASEY TCHIR

SIGNATURE

Casey Tchir

DATE

JULY 17/2024

OFFICE USE Only.

Applicant Received: _____

By: _____

Confirmed by: _____

Council Meeting Date: _____



Request for Decision (RFD)

Meeting Date: Thursday, August 8, 2024

Agenda Item: **#7.1**

Topic: Development Permit DP-024-24: Supportive Living Facility, located on the lands legally described as River Lot 15, Victoria Settlement (North side of Victoria Trail) – Direct Control (DC2) District

Presented By: Planning & Development Services

Recommendation:

That Smoky Lake County Council issue Development Permit DP 024-24, for a Supportive Living Facility, respecting the lands legally described as River Lot 15, Victoria Settlement, with the following conditions:

1. The proposed Development shall be sited and constructed as per the Site Plan, Overall Floor Plan (Drawing A2.1), Building Elevations (Drawing A4.1), Area 1 & 2 Building Elevations (A4.11), Area 3 & 4 Building Elevations (A4.12) Area 5 & 6 Building Elevations (A4.13), Area 7 Building Elevations (A4.14), Area 8 & 9 Building Elevations (A4.15, & Overall Building Sections (A5.1), dated June 19, 2024, attached to, and forming part of, this Development Permit.
2. Minimum setbacks from property lines shall be as follows:
 - a. Minimum setback from property line adjacent to RGE RD 174A (west property line) = 60.0 meters (196.85 feet).
 - b. Minimum setback from property line adjacent to property to the north = 40.0 meters (131.23 feet).
 - c. Minimum setback from property line adjacent to Victoria Trail (south property line) = 1,000.0 meters (3,280.84 feet).
 - d. Minimum setback distance from property line adjacent to property to the east = 40.0 meters (131.23 feet).
3. The proposed Development shall conform to the relevant Policies contained within Smoky Lake County Bylaw No. 1305-17: *Victoria District Area Structure Plan*, as amended.
4. The proposed Development shall be constructed in accordance with the findings and foundation recommendations contained within the geotechnical analysis, prepared by Shelby Engineering, dated May 29, 2024, attached to, and forming part of, this Development Permit.
5. Water and sanitary services for the proposed Development shall be provided as individual on-site systems. The Developer shall be responsible for all costs associated with the installation, maintenance, operation and use of all water and sanitary service systems related to the proposed Development. Water and sanitary systems must meet all provincial requirements and regulations in force at the time of installation of said systems. The Developer shall provide to the Development Authority for Smoky Lake County, proof of compliance with these requirements and regulations.
6. Individual franchise utilities (i.e. power, telecommunications, etc.) shall be provided underground wherever possible to eliminate visual clutter that may negatively impact local views. Above ground utilities shall be located to the satisfaction of the Development Authority for Smoky Lake County.
7. Landscaping shall be provided by the Developer in accordance with the Site Plan and said landscaping shall serve to act as a visual buffer between the proposed Development, including the proposed parking area, and adjacent lands. Landscaping shall be designed and located so as that the placement of said landscaping does not impair the visibility required for safe movement of persons or traffic, subject to the satisfaction of the Development Authority for Smoky Lake County.



Request for Decision (RFD)

8. The Developer shall provide an off-street parking area in accordance with Section 6.13 of Smoky Lake County Land Use Bylaw No. 1272-14. The Developer shall provide a minimum of sixty (60) off-street parking stalls with the following dimensions:
 - a. Minimum stall width = 2.7 meters (8.86 feet);
 - b. Minimum stall depth = 6.1 meters (20.01 feet);
 - c. Minimum maneuvering isle width (one-way) = 7.3 meters (8.86 feet); and
 - d. Minimum overall depth (including stall depth on both sides of a one-way maneuvering aisle) = 19.5 meters (63.97 feet).
9. The off-street parking area shall be graded, drained compacted and surfaced to the satisfaction of the Development Authority.
10. A minimum of one (1) loading space shall be provided with the following dimensions:
 - a. Minimum width of loading space = 4.0 meters (13.12 feet);
 - b. Minimum depth of loading space = 8.0 meters (26.24 feet); and
 - c. Minimum height clearance = 4.3 meters (14.10 feet).
11. The loading space area shall be graded, drained, compacted and surfaced to the satisfaction of the Development Authority.
12. All signs, erected on land or affixed to the exterior of a building or structure, require a Development Permit from Smoky Lake County. No signs, billboards or advertising structures shall resemble or conflict with a traffic sign, nor shall it be a traffic hazard. No sign shall be of such size or design as to, in the opinion of the Development Authority, obstruct the visions of persons using the roads abutting the parcel. The maximum area of any sign shall be 3.0 square meters (32.29 square feet). A flashing, animated or illuminated sign shall not be permitted where, in the opinion of the Development Authority, it might be objectionable to nearby residents or interfere with the movement of traffic. The area around sign structures shall be kept clean and free from overgrown vegetation, and free from refuse materials. The Development Authority may require an engineer-approved plan prior to the issuance of a Development Permit for a sign in order to ensure said sign does not threaten public safety.
13. Fencing shall be constructed of materials which are to the satisfaction of the Development Authority. The electrification of fencing shall not be permitted.
14. The proposed Development shall commence within twelve (12) months from the date of issuance of this Development Permit and shall be completed within five (5) years) from the date of issuance.
15. The Developer shall be required to obtain any and all approvals, permits, licenses and authorizations from any and all agencies, departments and authorities as may be required.
16. The Developer shall be required to apply for, and obtain, the following Safety Codes Act permits:
 - a. Building Permit;
 - b. Gas Permit;
 - c. Electrical Permit;
 - d. Private Sewage Disposal Systems Permit; and
 - e. Plumbing Permit.
17. The Developer shall be required to submit to Smoky Lake County Development Permit fees in accordance with Smoky Lake County Bylaw No. 1463-24: *Planning and Development Fees*. Development Permit fees are charged at a rate of \$1.00/\$1,000.00 of construction value and shall be payable to the County prior to the issuance of a Development Permit.
18. Should any upgrade or improvements to an intersection of a highway and local road be required as a result of the proposed Development, the costs of such upgrades or improvements shall be borne solely by the Developer.
19. Outdoor lighting fixtures that incorporate flood lights to illuminate large areas of the subject lands or a building shall not be permitted. Lighting shall be designed with Crime Prevention Through Environmental Design (CPTED) wherever possible, to the satisfaction of the Development Authority. Light trespass onto adjacent properties should be avoided wherever possible.



Request for Decision (RFD)

20. The Developer shall provide on-site water for fire suppression purposes to the satisfaction of the Development Authority.
21. The Developer, general and private contractors shall, during construction, renovation and demolition, keep the land in a reasonable condition so as not to constitute a nuisance, and shall secure all manner of debris so as to prevent it from blowing onto any other private or public property. At the conclusion of construction, renovation and demolition, all building materials shall be removed from the site. As well, the Developer shall prevent excess soil and debris from being spilled onto public road allowances, streets, lanes and sidewalks.
22. Should solid water be stored outdoors, it shall be stored in a corral or appropriately screened/fenced location that is locked and secured at all times.
23. Storage of medical and hazardous wastes shall be done in accordance with relevant Provincial and Federal laws and regulations pertaining to same. A Site Plan and Floor Plan identifying the location of secure areas for the storage of medication and hazardous waste shall be provided to the Development Authority prior to the proposed Supportive Living Facility commencing operations.
24. Prior to the commencement of operations of the proposed Supportive Living Facility, confirmation that the Facility has been inspected by an executive officer under the *Public Health Act*, R.S.A. 2000, c P-37, as amended, shall be provided to the Development Authority.
25. Prior to the commencement of operations of the proposed Supportive Living Facility, confirmation that the Facility's operator has current insurance coverage in accordance with Section 5 of the *Supportive Living Accommodation Licensing Regulation*, shall be provided to the Development Authority.
26. Prior to the commencement of operations of the proposed Supportive Living Facility, confirmation of the Facility operator's corporate status shall be provided to the Development Authority.
27. Prior to the commencement of operations of the proposed Supportive Living Facility, a written process shall be provided to the Development Authority outlining processes that promote the security and safety of residents, including processes that account for all residents on a daily basis and ensure proper monitoring mechanisms or personnel are in place on a continuous basis (24 hours per day).
28. Throughout the course of operation of the proposed Supportive Living Facility, the operator shall comply with all relevant Federal and Provincial laws and regulations, including but not limited to, the *Public Health Act*, R.S.A. 2000, c P-37, the *Supportive Living Accommodation Licensing Regulation*, and all relevant Bylaws of Smoky Lake County. Failure to maintain compliance with legislation, regulations or bylaws may result in Smoky Lake County exercising its rights under the *Municipal Government Act*, R.S.A. 2000, c. M-26, and Smoky Lake County Land Use Bylaw No. 1272-14, to take enforcement action, including, but not limited to, issuance of a Stop Order or revocation of a Development Permit.

Background: On October 4, 2023, the Metis Nation of Alberta submitted an application to amend Land Use Bylaw No. 1272-14, for the purposes of developing a 75-bed treatment facility (Supportive Living Facility). As administration began conducting its review of the application, it was determined that Land Use Bylaw No. 1272-14 did not include a definition for Supportive Living Facilities, nor did it include the necessary provisions to effectively ensure that these facilities are properly addressed and located in appropriate locations.

Bylaw No. 1453-23 was given First Reading on November 23, 2023. A Public Hearing on Bylaw No. 1453-23 was held on December 14, 2023, to hear arguments in support of and against the proposed Bylaw. Bylaw No. 1453-23 received Second and Third Readings on April 25, 2024.



Request for Decision (RFD)

Following the adoption of Bylaw No. 1453-23, the Applicant (The Metis Nation of Alberta) submitted an application for a Development Permit to Smoky Lake County. Administration has been working with the applicant to ensure the necessary documentation has been provided to Smoky Lake County prior to consideration of said application.

The proposed location of the Supportive Living Facility, the lands legally described as River Lot 15, Victoria Settlement, were redistricted to Direct Control (DC2) District by Bylaw No. 1453-23, thus making Council the Development Authority for this application. As the Development Authority, Council is the decision-maker with respect to whether or not a Development Permit is issued, and if a Development Permit is issued, what conditions it will be subject to.

While there is no statutory requirement to hold a Public Hearing on a Development Permit application within a Direct Control District, a second Public Hearing was held on July 18, 2024, as the proposed Development has attracted a significant amount of public interest and has been the subject of numerous questions, comments and concerns raised by members of the public.

Several of the proposed conditions of the Development Permit are subject to the “satisfaction of the Development Authority” (in this case Council) which means that Council retains a significant amount of control over elements of the proposed development.

Administration has reviewed the Development Permit application and supporting documentation and provides a summary of the main points for reference:

GENERAL

- The proposed Supportive Living Facility will have a maximum capacity of 75 patients at any given time.
- The proposed Supportive Living Facility is approximately 4,236 square meters (45,600 square feet) in ground floor area and will have a maximum height of 8.1 meters (26.5 feet).
- The proposed Supportive Living Facility is being designed as a “recovery community” where clients will live on-site in a secure facility and will have access to services including opioid agonist treatment, counselling and employment supports.
- The proposed Supportive Living Facility will be a secure facility, including card-based access and on-site security monitoring of residents’ and staff’s activities.

WASTEWATER SERVICING

- The Applicant proposes to install a septic holding tank with a minimum holding capacity of 120,000 liters (4,237 cubic feet). The proposed use of a septic holding tank is



Request for Decision (RFD)

congruent with Policy #56 of Smoky Lake County Bylaw No. 1305-17: *Victoria District Area Structure Plan* which requires that sanitary services for all developments located within the Plan area be provided as individual onsite systems.

- The Applicant's engineers provided volume calculations per fixture by using the Alberta Private Sewage Disposal Systems Standard of Practice (2021), totaling 1.94 liters per second.
- All wastewater will be hauled by the Applicant from the site to sewage lagoons at the Hamlet of Warspite (primary) and the Hamlet of Bellis (secondary) at the sole expense of the Applicant.
- The Planning and Development Manager has confirmed with the County's Environmental Operations Department that these lagoons have enough existing capacity to accommodate the estimated volume of wastewater that will be generated by the proposed Supportive Living Facility.

SOLID WASTE SERVICING

- The Applicant proposes to use outdoor garbage and recycling bins.
- Administration recommends that these bins be located in a coral that is screened from public view pursuant to Section 6.17.3 of Smoky Lake County Land Use Bylaw No. 1272-14.

WATER SERVICING

- The Applicant proposes to install a portable cistern with a minimum holding capacity of 120,000 liters (4,237 cubic feet) for its potable water needs. The proposed use of a portable cistern is congruent with Policy #56 of Smoky Lake County Bylaw No. 1305-17: *Victoria District Area Structure Plan* which requires that water services for all developments located within the Plan area be provided as individual onsite systems.
- The Applicant's engineers provided volume calculations per fixture by using the National Building Code, totaling 7.6 liters per second.
- All potable water will be hauled from off-site at the sole expense of the Applicant.

STORMWATER MANAGEMENT

- The Applicant proposes the use of onsite swales and drainage ditches to capture stormwater before eventual discharge to the County ditch within the right-of-way of RGE RD 174A.

ON-SITE FIRE SUPPRESSION

- The Applicant proposes to construct a 50,000 gallon pond that will provide on-site water for fire suppression purposes.
- The Applicant proposes install a diesel-powered pump in conjunction with the proposed pond.



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- Both the pond and the diesel-powered pump will be fenced for additional security and public safety.

ARCHITECTURAL DESIGN

- Smoky Lake County Bylaw No. 1305-17: *Victoria District Area Structure Plan* contains a number of policies that require specific design elements to be incorporated into developments located within the Plan area.
- Policy #65 requires an Applicant to submit elevation and façade information with a Development Permit application. The Applicant has satisfied this requirement.
- Policy #67 stipulates that commercial buildings located within the Plan area **may** be required to incorporate aspects of the Significant Architectural Features identified in Appendix B of the Bylaw. These Features include:
 - Shingled roof;
 - Gabled roof;
 - Log Construction;
 - 1.5/2 storey height;
 - Siting near Victoria Trail;
 - Cedar Shingle Siding;
 - South Facing;
 - Rectangular massing;
 - Symmetry in features;
 - Steep pitched roof;
 - White lathe finish;
 - White washing siding;
 - Beveled siding;
 - Plaster siding; and
 - Exterior wall buttresses.
- The Applicant has incorporated several of these Significant Architectural Features in the proposed design including the use of gabled roofs, shingled roof, 1.5 storey height, rectangular massing and symmetry in features.
- Policy #69 stipulates that two of the three following options must be met, while encouraging that all three are met:
 - Option #1 - Future residential developments in the Plan area shall be a maximum of two storeys in height (not including the roof).
 - Option #2 - Rooflines of future developments in the plan area shall incorporate a steeply pitched roof (a rise/span ratio of 14:12 or greater).
 - Option #3 - Future residential, commercial and institutional developments in the Plan area shall generally be rectangular in shape.
 - The Applicant's proposed design satisfies Option # 1 and Option #3.



Request for Decision (RFD)

- Policy #70 stipulates that building features such as doors, windows, chimneys, dormers and gables should achieve symmetry in the overall design for commercial buildings within the Plan area. The Applicant's proposed design satisfies the intent of this Policy.
- Policy #72 stipulates that building colours and materials shall meet two of the three options below:
 - Option #1 – Heritage colours and/or natural wood shades shall be the principle colour of future residential, commercial and institutional buildings within the Heritage and Environment Area; the Commercial Area, and the Country Residential Area. Other colours may be used to highlight design and accent features such as trim, fascia, windows, doors and porches.
 - Option #2 – Exterior finishes of future residential, commercial and institutional developments shall utilize or simulate the use of horizontal wood and/or shingle siding on the portion of the structure facing Victoria Trail and/or visible from the Victoria Trail.
 - Option #3 – For new developments, shingles or other roofing materials are to be selected from solid dark colour shades or heritage colours.
 - Despite the proposed development being located within the Agricultural Area and therefore exempt from the conditions imposed by Option #1, the Applicant's proposed colour scheme for the principal colour and accent features complies with the intent of Option #1.
 - The Applicant's proposed siding simulates the look of horizontal wood and therefore complies with the intent of Option #2.
 - The Applicant's proposed roofing materials satisfy the intent of Option #3.

GEOTECHNICAL ANALYSIS

- County administration requested that a geotechnical investigation be conducted by the Applicant pursuant to Policy #1 and Policy #24 of Smoky Lake County Bylaw No. 1305-17: *Victoria District Area Structure Plan*.
- The Applicant has provided a geotechnical investigation conducted by Shelby Engineering Ltd., dated May 29, 2024.
- The geotechnical investigation advanced 12 test holes and makes recommendations for foundation types that are feasible to support the proposed development. Administration recommends that adherence to the findings of the geotechnical investigation be made a condition of Development Permit approval.

FENCING

- Existing buffalo fencing is proposed to be used to secure the site during construction of the proposed development.
- During the final stages of construction, the applicant proposes to install an alternative fence for the front portion of the property (north-south along RGE RD 174A), subject to approval from the Development Authority.



Request for Decision (RFD)

ACCESS, TRAFFIC COUNTS, AND INTERNAL ROADS & PARKING

- The Applicant proposes a single access point off of RGE RD 174A to access the subject site.
- The Applicant will be required to obtain approval via an Approach Permit from the County's Road Foreman prior to construction of the proposed access.
- The proposed access will be required to meet the minimum specifications and standards established by Smoky Lake County Policy No. 03-05: *Approaches*, including, where applicable, the installation of an appropriately-sized culvert.
- The Applicant proposes to use a compacted gravel surface for both the internal road network and the parking areas.
- The parking area, including the dimensions of each stall, shall comply with Section 6.13 of Smoky Lake County Land Use Bylaw No. 1272-14.
- Should any improvements to the intersection of a highway and a local road be required as a result of the proposed development, the cost of those improvements shall be borne solely by the proponent, pursuant to Policy # 59 of Smoky Lake County Bylaw No. 1305-17: *Victoria District Area Structure Plan*.
- A traffic impact assessment conducted in 2005 for the Metis Crossing development was submitted as part of this Application and was supplemented with the following estimates of traffic volumes that will be generated by the proposed development:
 - Private vehicles (2 people per vehicle) = 14,000/year
 - Water and wastewater hauling vehicles = 200/year
 - Grocery/general supply vehicles = 110-135/year
 - Handicap bus/multi-passenger transportation for families to visit = 35-60/year
 - TOTAL VEHICLE TRAFFIC = 14,395/year (40 vehicles/day)
 - The numbers above were calculated based on the following assumptions:
 - Private vehicles – based on staff required to operate the facility, maintenance workers, and four to six visitors per month per resident.
 - Water and wastewater hauling – one to two times per week for each water and wastewater.
 - Food and dry goods supply – one delivery per week or less (large amount of on-site dry and cold storage space reduces the number of deliveries required).
 - Medical/office/general supplies – no more than one delivery per week.
 - Miscellaneous or fast-delivery items – two to three times per month.

LANDSCAPING

- The Applicant proposes the use of a mix of Golden Willow and Columnar White Pine trees as perimeter screening.
- The proposed trees will be located inside of the proposed perimeter fencing.



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- Administration recommends that as a condition of an approved Development Permit, that no tree clearing along the boundary of the lot be permitted, pursuant to Policy # 4 of Smoky Lake County Bylaw No. 1305-17: *Victoria District Area Structure Plan*.

Benefits:

1. Provide opportunities for a Supportive Living Facility to locate within Smoky Lake County, thereby providing an important and necessary community service, while ensuring that this facility is properly addressed through specific development conditions.
2. Additional property assessment from the Supportive Living Facility will lead to increased tax revenue for the County.
3. Creation of jobs, both temporary for construction and permanent for facility operations/maintenance.

Disadvantages:

1. Potential impacts on adjacent property owners and historic character of the surrounding area.
2. Increase in traffic, dust and noise within the area and for adjacent landowners.

Alternatives:

1. Council may choose to propose changes to the proposed conditions for Development Permit DP-024-24 and to issue the Development Permit with the revised conditions.
2. Council may choose to refuse to issue Development Permit DP-024-24 until additional information it deems necessary is provided.

Financial Implications: There are no financial or budget implications to this recommendation.

Legislation: Part 17, Municipal Government Act, M-26 RSA 2000

Intergovernmental: Nil.

Strategic Alignment: Proactivity in Development

Enclosure(s):

- **Enclosure #1 – Proposed Development Permit DP-024-24**

Approved by the CAO: 

Date: 



Request for Decision (RFD)

Enclosure #1 – Proposed Development Permit DP-024-24



Smoky Lake County

P.O. Box 310
4612 - McDougall Drive
Smoky Lake, Alberta
T0A 3C0

Phone: (780) 656-3730
1-888-656-3730

Fax: (780) 656-3768

www.smokylakecounty.ab.ca

DEVELOPMENT PERMIT

Permit No.: DP-024-24
File Number: DP-024-24
Tax Roll Number: 17581550
Application Date: May 6, 2024
Issued Date:

Applicant

Name: MELEWKA HOMES LTD.
Address: 25 CORRIVEAU AVENUE
ST. ALBERT, AB
T8N 5A3
Phone: 780-675-8890
Cell: 780-689-1770
Email: dcmcmillan@telus.net

Legal Description:

RIVER LOT 15, VICTORIA SETTLEMENT
(RL-15-58-17-W4M)

Land Use District:

DC2 – DIRECT CONTROL (SUPPORTIVE LIVING FACILITIES)

Description of Work:

Construction of a 45,600 square foot, 75-bed Supportive Living Facility

Owner

Name: METIS CROSSING LTD.
Address: BOX 548
SMOKY LAKE, AB
T0A 3C0
Phone: 780-455-2200
Cell: 780-656-2229
Email: metiscrossingap@metis.org

Rural Address:

16202 TWP RD 600

Use:

DISCRETIONARY USE

Fees: **Total Permit Fee:** \$35,000.00 **Permit Fee Balance:** \$35,000.00

Permit Conditions:

1. The proposed Development shall be sited and constructed as per the Site Plan, Overall Floor Plan (Drawing A2.1), Building Elevations (Drawing A4.1), Area 1 & 2 Building Elevations (A4.11), Area 3 & 4 Building Elevations (A4.12), Area 5 & 6 Building Elevations (A4.13), Area 7 Building Elevations (A4.14), Area 8 & 9 Building Elevations (A4.15), & Overall Building Sections (A5.1), dated June 19, 2024, attached to, and forming part of, this Development Permit.
2. Minimum setbacks from property lines shall be as follows:
 - a. Minimum setback from property line adjacent to RGE RD 174A (west property line) = 60.0 meters (196.85 feet).
 - b. Minimum setback from property line adjacent to property to the north = 40.0 meters (131.23 feet).



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- c. Minimum setback from property line adjacent to Victoria Trail (south property line) = 1,000 meters (3,280.84 feet).
 - d. Minimum setback from property line adjacent to property to the east = 40.0 meters (131.23 feet).
3. The proposed Development shall conform to the relevant Policies contained within Smoky Lake County Bylaw No. 1305-17: Victoria District Area Structure Plan, as amended.
4. The proposed Development shall be constructed in accordance with the findings and foundation recommendations contained within the geotechnical analysis, prepared by Shelby Engineering, dated May 29, 2024, attached to, and forming part of, this Development Permit.
5. Water and sanitary services for the proposed Development shall be provided as individual on-site systems. The Developer shall be responsible for all costs associated with the installation, maintenance, operation and use of all water and sanitary service systems relating to the proposed Development. Water and sanitary systems must meet all provincial requirements and regulations in force at the time of installation of said systems. The Developer shall provide to the Development Authority for Smoky Lake County, proof of compliance with these requirements and regulations.
6. Individual franchise utilities (i.e. power, telecommunications, etc.) shall be provided underground wherever possible to eliminate visual clutter that may negatively impact local viewscales. Above ground utilities shall be located to the satisfaction of the Development Authority for Smoky Lake County.
7. Landscaping shall be provided by the Developer in accordance with the Site Plan, and said landscaping shall serve to act as a visual buffer between the proposed Development, including the proposed parking area, and adjacent lands. Landscaping shall be designed and located so as that the placement of said landscaping does not impair the visibility required for safe movement of persons or traffic, subject to the satisfaction of the Development Authority for Smoky Lake County.
8. The Developer shall provide an off-street parking area in accordance with Section 6.13 of Smoky Lake County Land Use Bylaw No. 1272-14. The Developer shall provide a minimum of sixty (60) off-street parking stalls with the following dimensions
 - a. Minimum width of stall = 2.7 meters (8.86 feet);
 - b. Minimum depth of stall = 6.1 meters (20.01 feet);
 - c. Minimum width of maneuvering aisle (one-way) = 7.3 meters (8.86 feet); and
 - d. Minimum overall depth (including stall depth on both sides of a one-way maneuvering aisle) = 19.5 meters (63.97 feet).
9. The off-street parking area shall be graded, drained, compacted and surfaced to the satisfaction of the Development Authority.
10. A minimum of one (1) loading space shall be provided with the following dimensions:
 - a. Minimum width of loading space = 4.0 meters (13.12 feet);
 - b. Minimum depth of loading space = 8.0 meters (26.24 feet); and
 - c. Minimum height clearance = 4.3 meters (14.10 feet).
11. The loading space area shall be graded, drained, compacted and surfaced to the satisfaction of the Development Authority.
12. All signs, erected on land or affixed to the exterior of a building or structure, require a Development Permit from Smoky Lake County. No signs, billboards or advertising structures shall resemble or conflict with a traffic sign, nor shall it be a traffic hazard. No sign shall be of such size or design as to, in the opinion of the Development Authority, obstruct the vision of persons using roads abutting the parcel. The maximum area of any sign shall be 3.0 square meters (32.29 square feet). A flashing, animated or illuminated sign shall not be permitted where, in the opinion of the Development Authority, it might be objectionable to nearby residents or interfere with the movement of traffic. The area around sign structures shall be kept clean and free from overgrown



Request for Decision (RFD)

- vegetation, and free from refuse material. The Development Authority may require an engineer-approved plan prior to the issuance of a Development Permit for a sign in order to ensure said sign does not threaten public safety.
13. Fencing shall be constructed of materials which are to the satisfaction of the Development Authority. The electrification of fencing shall not be permitted.
 14. The proposed Development shall commence within twelve (12) months from the date of issuance of this Development Permit and shall be completed within five (5) years from the date of issuance.
 15. The Developer shall be required to obtain any and all approvals, permits, licenses and authorizations from any and all agencies, departments and authorities as may be required.
 16. The Developer shall be required to apply for, and obtain, the following Safety Codes Act Permits:
 - a. Building Permit;
 - b. Gas Permit;
 - c. Electrical Permit;
 - d. Private Sewage Disposal Systems Permit; and
 - e. Plumbing Permit.
 17. The Developer shall be required to submit to Smoky Lake County Development Permit fees in accordance with Smoky Lake County Bylaw No. 1463-24: Planning and Development Permit Fees. Development Permit fees are charged at a rate of \$1.00/\$1,000.00 of construction value and shall be payable to the County prior to the issuance of the Development Permit.
 18. Should any upgrade or improvements to an intersection of a highway and local road are required as a result of the proposed Development, the costs of such upgrades or improvements shall be borne by the Developer.
 19. Outdoor lighting fixtures that incorporate flood lights to illuminate large areas of the subject lands or a building shall not be permitted. Lighting shall be designed with Crime Prevention Through Environmental Design (CPTED) wherever possible, to the satisfaction of the Development Authority. Light trespass onto adjacent properties should be avoided wherever possible.
 20. The Developer shall provide on-site water for fire-suppression purposes to the satisfaction of the Development Authority.
 21. The Developer, general and private contractors shall, during the course of construction, renovation and demolition, keep the land in a reasonable condition so as not to constitute a nuisance, and shall secure all manner of debris so as to prevent it from blowing onto any other private or public property. At the conclusion of construction, renovation and demolition, all building materials shall be removed from the site. As well, the Developer shall prevent excess soil and debris from being spilled onto public road allowances, streets, lanes and sidewalks.
 22. Should solid waste be stored outdoors, it shall be stored in a corral or appropriately screened/fenced location that is locked and secured at all times.
 23. Storage of medical and hazardous wastes shall be done in accordance with relevant Provincial and Federal laws and regulations pertaining to same. A Site Plan and Floor Plan identifying the location of secure areas for the storage of medication and hazardous waste shall be provided to the Development Authority prior to the proposed Supportive Living Facility commencing operations.
 24. Prior to the commencement of operations of the proposed Supportive Living Facility, confirmation that the Facility has been inspected by an executive officer under the Public Health Act, R.S.A. 2000, c P-37, as amended, shall be provided to the Development Authority.
 25. Prior to the commencement of operations of the proposed Supportive Living Facility, confirmation that the operator of the Facility has current insurance coverage in accordance with Section 5 of the Supportive Living Accommodation Licensing Regulation, shall be provided to the Development Authority.
 26. Prior to the commencement of operations of the proposed Supportive Living Facility, confirmation of the Facility's operator's corporate status shall be provided to the Development Authority.



Request for Decision (RFD)

27. Prior to the commencement of operations of the proposed Supportive Living Facility, a written process shall be provided to the Development Authority outlining processes that promote the security and safety of residents, including processes that account for all residents on a daily basis and ensure proper monitoring mechanisms or personnel are in place on a continuous basis (24 hours per day).
28. Throughout the course of operation of the proposed Supportive Living Facility, the operator shall comply with all relevant Federal and Provincial laws and regulations, including but not limited to, the Public Health Act, R.S.A. 2000, c P-37, the Supportive Living Accommodation Licensing Regulation, and all relevant Bylaws of Smoky Lake County. Failure to maintain compliance with legislation, regulations or bylaws may result in Smoky Lake County exercising its rights under the Municipal Government Act, R.S.A. 2000, c. M-26, and Smoky Lake County Land Use Bylaw No. 1272-14, to take enforcement action, including, but not limited to, issuance of a Stop Order or revocation of a Development Permit.

Notes:

1. All applicable Safety Codes Permits (Building, Electrical, Plumbing, Gas, and PSDS) must be obtained through The Inspections Group Inc. If you have any questions regarding permits please call 780-454-5048.
2. Contraventions of the Land Use Bylaw or this Development Permit are enforceable under Section 5 of the Land Use Bylaw 1272-14 and amendments thereto.
3. The applicant is responsible to accurately locate any oil, gas, power, and telephone lines on the subject property prior to undertaking any excavation work by contacting Alberta One Call at 1-800-242-3447.
4. The personal information provided as part of this application is collected under Sections 303 and 295 of the Municipal Government Act and in accordance with Section 32(c) of the Freedom of Information and Protection of Privacy Act. The information is required and will be used for issuing permits, Land Use Bylaw enforcement and property assessment purposes. The name of the permit holder and the nature of the permit are available to the public upon request. If you have any questions about the collection or use of the personal information provided, please contact Smoky Lake County.

Issued By: _____
Jordan Ruegg
Planning and Development Manager

Municipality
Smoky Lake County
4612 - McDougall Drive
Smoky Lake, Alberta T0A 3C0
www.smokylakecounty.ab.ca
Phone: (780) 656-3730 Fax: (780) 656-3768



Request for Decision (RFD)

Section 61

SCHEDULE "A"

03-05

DEVELOPMENT PERMIT APPLICATION FORM

Internal Use Only
 Our File Number: _____ Roll Number: _____ Your File Number: _____

Applicant Information
 Applicant/Agent: Melewka Homes Ltd Phone: _____
 Address: 25 Corriveau Ave Cell Phone: _____
 City/Prov. St. Albert Postal Code: T8N 5A3 Fax: _____
 Email address: _____ Signature: [Signature] LEWIS SEMASHKEWICH

Applicant/Agent Authorization: I am the applicant/agent authorized to act on behalf of the registered owner and that the information given on this form is full and complete and is, to the best of my knowledge, a true statement of the facts relating to this application.

Registered Landowner Information Owner same as applicant
 Registered Owner: METIS CROSSING LTD Phone: _____
 Address: 17339 Victoria Trail Fax: _____
 City/Prov. Smoky Lake, Alberta Postal Code: T0A 3C0 Signature: _____

Section A - Property Information Division _____
 Legal: Lot _____ Block _____ Plan _____ and Part of _____ ¼ Sec _____ Twp _____ Rge _____ W4M
 Subdivision Name (if applicable) or Area of Development VICTORI 15
 Rural Address/Street Address RL-15-58-17-4 Parcel Size 158.55 Acres
 Number of existing dwellings on property (please describe)
0

Has any previous application been filed in connection with this property? Yes No
 If yes, please describe the details of the application and file number:
Rezoning Application

Is the subject property near a steep slope (exceeding 15%)? Yes No
 Is the subject property near or bounded by a body of water? Yes No
 Is the subject property within 800m of a provincial highway? Yes No 450m
 Is the subject property near a Confined Feeding Operation? Yes No Distance: _____
 Is the subject property within 1.5km of a sour gas facility? Yes No Distance: _____
 Is the subject property within 1.5km of a sewage treatment plant/lagoon? Yes No Distance: _____
 Is the subject property immediately adjacent to the County boundary? Yes No
 If yes, the adjoining municipality is: RGE ROAD 17-4A SMOKY LAKE COUNTY.



Request for Decision (RFD)

Section 61

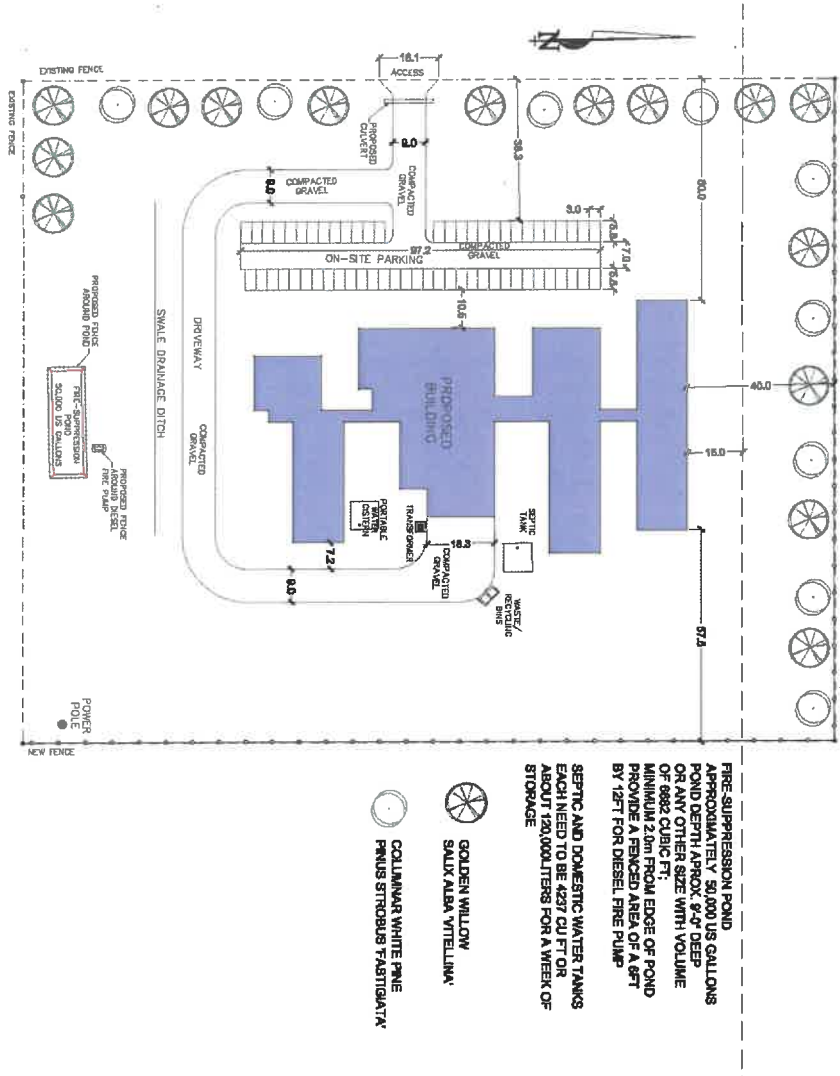
SCHEDULE "A"

03-05

Section B – Proposed Development Information	
Estimated Cost of Project \$ _____	
Estimated Commencement Date <u>June 01, 2024</u> Estimated Completion Date <u>June, 31, 2025</u>	
Dwelling: Floor Area <u>45,600</u> sq. ft. <input type="checkbox"/>	% of Lot Occupied <u>100%</u> Height of Dwelling <u>8.1</u> ft / <input type="checkbox"/> m
Accessory Building: Floor Area <u>0</u> sq. ft.	% of Lot Occupied <u>0</u> Height of Acc. Bldg <u>0</u> ft / m
Parking: # of Off-Street Parking Stalls (if applicable) _____	
Land Use District (Zoning) of Property: <u>Victoria Commercial District</u>	
Description of Work: <u>75 Beds Recovery centre</u>	
Section C – Preferred Method of Communication	
When a decision has been made on your file, do you wish for us to:	
<input checked="" type="checkbox"/> call you for pick up <input checked="" type="checkbox"/> mail the decision <input checked="" type="checkbox"/> email the decision	
Section 608(1) of the <i>Municipal Government Act</i> , R.S.A. 2000, c. M-26, as amended states:	
608(1) Where this Act or a regulation or bylaw made under this Section requires a document to be sent to a person, the document may be sent by electronic means if	
a) the recipient has consented to receive documents from the sender by those electronic means and has provided an e-mail address, website or other electronic address to the sender for that purpose.	
I/we grant consent for the Development Authority to communicate information and/or the decision electronically regarding my/our application. <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
OFFICE USE ONLY Type of Payment: <input type="checkbox"/> DEBIT <input type="checkbox"/> CASH <input type="checkbox"/> CHEQUE Fee \$ _____ Receipt # _____ Receipt Date _____ Date Received _____ *and deemed complete by Development Authority. <input type="checkbox"/> Entered into MuniSight PD # _____	Authorization: <input type="checkbox"/> Permitted Use <input type="checkbox"/> Discretionary Use Issuing Officer's Name _____ Issuing Officer's Signature _____ Date of Approval _____ Date Issued _____ Comments and/or Variances _____

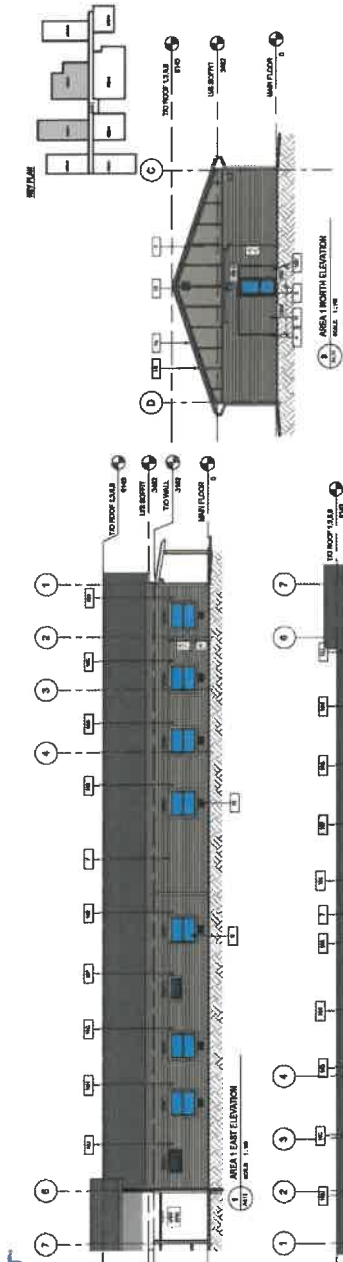


Request for Decision (RFD)





Request for Decision (RFD)



REVISION LOG

DATE: 11/11/2023

BY: [Redacted]

DESCRIPTION: [Redacted]

NO.	DESCRIPTION
1	ISSUE FOR PERMIT
2	ISSUE FOR PERMIT
3	ISSUE FOR PERMIT
4	ISSUE FOR PERMIT
5	ISSUE FOR PERMIT
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MELENKA STRUCTURES & DESIGN
Melevka
 ARCHITECTURE INC.

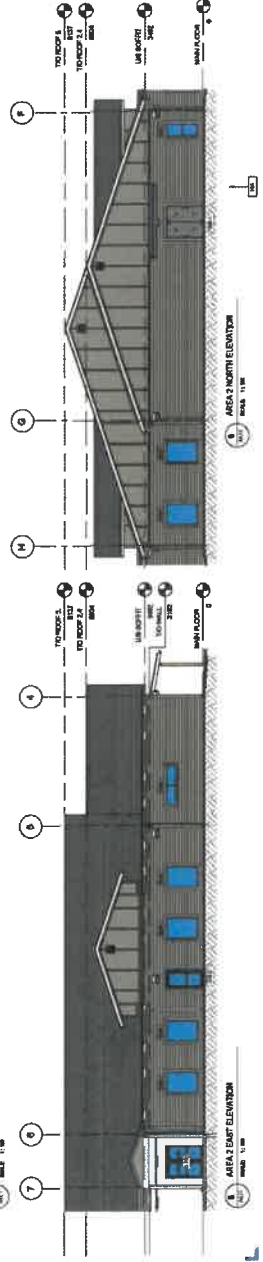
METIS NATIONS OF ALBERTA COMMUNITY RECOVERY CENTRE

36487

AREA 1 & 2 BUILDING ELEVATIONS

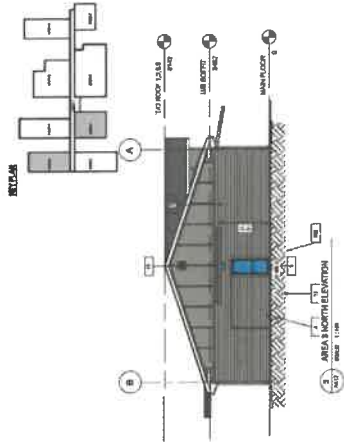
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A4.11

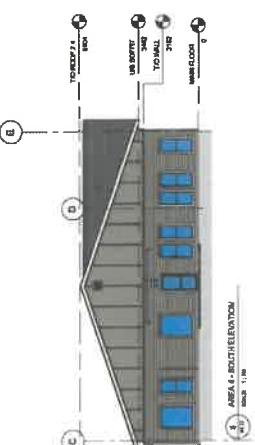
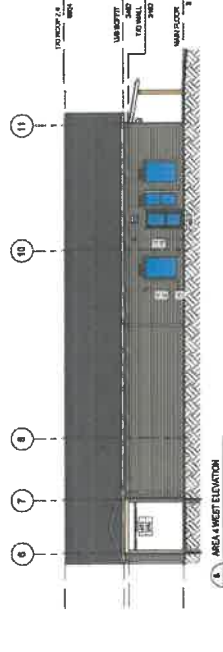
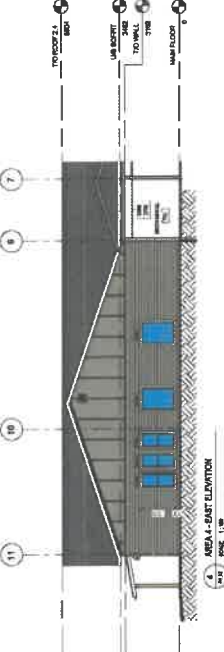
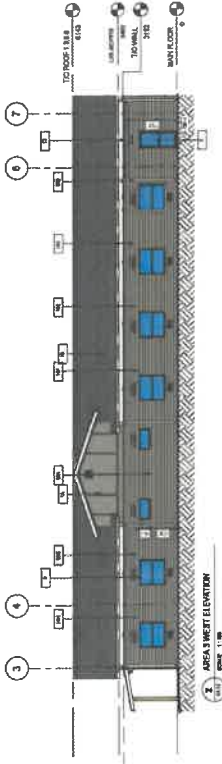
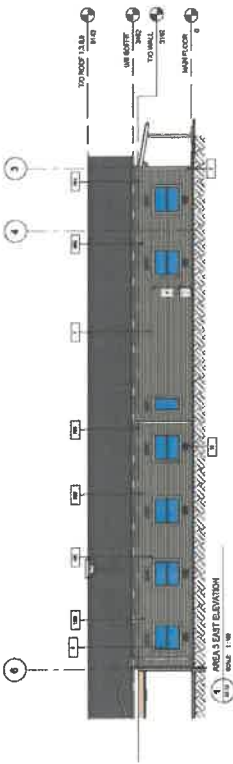




Request for Decision (RFD)



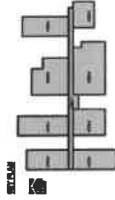
NOT TO SCALE	
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2. INTERIOR FINISHES: BRICK, STONE, CONCRETE, METAL, WOOD, GLASS, PAINT, etc.	
3. ROOF FINISHES: METAL, SHINGLES, etc.	
4. FLOOR FINISHES: CONCRETE, WOOD, etc.	
5. WALL FINISHES: BRICK, STONE, CONCRETE, METAL, WOOD, GLASS, PAINT, etc.	
6. CEILING FINISHES: BRICK, STONE, CONCRETE, METAL, WOOD, GLASS, PAINT, etc.	
7. DOOR FINISHES: METAL, WOOD, GLASS, PAINT, etc.	
8. WINDOW FINISHES: METAL, WOOD, GLASS, PAINT, etc.	
9. SIGNAGE FINISHES: METAL, WOOD, GLASS, PAINT, etc.	
10. LIGHTING FINISHES: METAL, WOOD, GLASS, PAINT, etc.	
11. MECHANICAL FINISHES: METAL, WOOD, GLASS, PAINT, etc.	
12. ELECTRICAL FINISHES: METAL, WOOD, GLASS, PAINT, etc.	
13. PLUMBING FINISHES: METAL, WOOD, GLASS, PAINT, etc.	
14. HEATING FINISHES: METAL, WOOD, GLASS, PAINT, etc.	
15. COOLING FINISHES: METAL, WOOD, GLASS, PAINT, etc.	
16. INSULATION FINISHES: METAL, WOOD, GLASS, PAINT, etc.	
17. SOUND FINISHES: METAL, WOOD, GLASS, PAINT, etc.	
18. VIBRATION FINISHES: METAL, WOOD, GLASS, PAINT, etc.	
19. AIR QUALITY FINISHES: METAL, WOOD, GLASS, PAINT, etc.	
20. WATER FINISHES: METAL, WOOD, GLASS, PAINT, etc.	
21. SOIL FINISHES: METAL, WOOD, GLASS, PAINT, etc.	
22. CLIMATE FINISHES: METAL, WOOD, GLASS, PAINT, etc.	
23. ENERGY FINISHES: METAL, WOOD, GLASS, PAINT, etc.	
24. SUSTAINABILITY FINISHES: METAL, WOOD, GLASS, PAINT, etc.	
25. ACCESSIBILITY FINISHES: METAL, WOOD, GLASS, PAINT, etc.	
26. SAFETY FINISHES: METAL, WOOD, GLASS, PAINT, etc.	
27. SECURITY FINISHES: METAL, WOOD, GLASS, PAINT, etc.	
28. PRIVACY FINISHES: METAL, WOOD, GLASS, PAINT, etc.	
29. COMFORT FINISHES: METAL, WOOD, GLASS, PAINT, etc.	
30. HEALTH FINISHES: METAL, WOOD, GLASS, PAINT, etc.	
31. WELL-BEING FINISHES: METAL, WOOD, GLASS, PAINT, etc.	
32. QUALITY FINISHES: METAL, WOOD, GLASS, PAINT, etc.	
33. DURABILITY FINISHES: METAL, WOOD, GLASS, PAINT, etc.	
34. RELIABILITY FINISHES: METAL, WOOD, GLASS, PAINT, etc.	
35. EFFICIENCY FINISHES: METAL, WOOD, GLASS, PAINT, etc.	
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38. PROFITABILITY FINISHES: METAL, WOOD, GLASS, PAINT, etc.	
39. CUSTOMER SATISFACTION FINISHES: METAL, WOOD, GLASS, PAINT, etc.	
40. EMPLOYEE SATISFACTION FINISHES: METAL, WOOD, GLASS, PAINT, etc.	
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47. AESTHETIC SATISFACTION FINISHES: METAL, WOOD, GLASS, PAINT, etc.	
48. FUNCTIONAL SATISFACTION FINISHES: METAL, WOOD, GLASS, PAINT, etc.	
49. USER SATISFACTION FINISHES: METAL, WOOD, GLASS, PAINT, etc.	
50. STAKEHOLDER SATISFACTION FINISHES: METAL, WOOD, GLASS, PAINT, etc.	



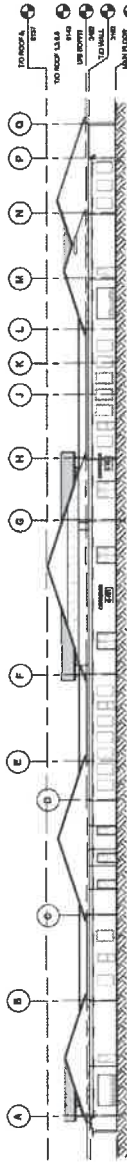
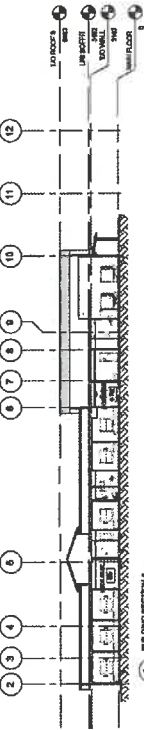
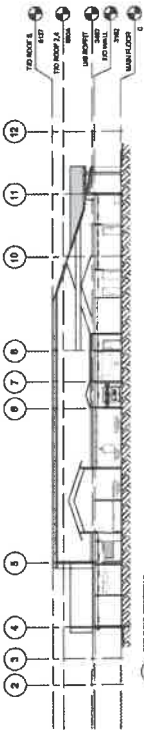
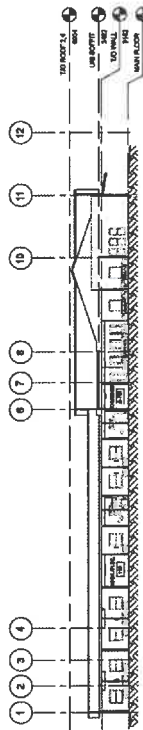
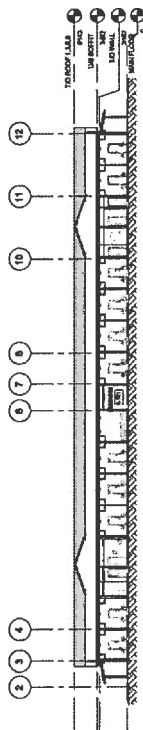
<p>MES ARCHITECTURE INC. ARCHITECTS & PLANNERS 1000 - 10th Street SW Calgary, Alberta T2P 1K1 Tel: 403.243.1111 Fax: 403.243.1112 www.mesarchitecture.com</p>	<p>1000 - 10th Street SW Calgary, Alberta T2P 1K1 Tel: 403.243.1111 Fax: 403.243.1112 www.mesarchitecture.com</p>	<p>MELIENKA STRUCTURES & DESIGN MELIENKA PROJECT ARCHITECTS</p>	<p>METIS NATIONS OF ALBERTA COMMUNITY RECOVERY CENTRE</p>	<p>Project Name: METIS NATIONS OF ALBERTA COMMUNITY RECOVERY CENTRE Date: 2015-01-15 Drawn by: [Name] Checked by: [Name]</p>	<p>AREA 3 & 4 BUILDING ELEVATIONS</p>	<p>PROJECT NO. A4.12</p>
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Request for Decision (RFD)



<p>THIS DOCUMENT IS THE PROPERTY OF MES ARCHITECTURE AND IS NOT TO BE REPRODUCED OR COPIED IN ANY MANNER WITHOUT THE WRITTEN PERMISSION OF MES ARCHITECTURE.</p>	<p>List of Contractors</p> <p>Contractor: [Name]</p> <p>Address: [Address]</p> <p>City: [City]</p> <p>Province: [Province]</p> <p>Country: [Country]</p>	<p>MELNIWA STRUCTURES & DESIGN</p> <p>Melewna Structures & Design</p> <p>100 Main Street</p> <p>Edmonton, Alberta</p>	<p>METIS NATIONS OF ALBERTA COMMUNITY RECOVERY CENTRE</p> <p>Melewna Structures & Design</p> <p>100 Main Street</p> <p>Edmonton, Alberta</p>	<p>OVERALL BUILDING SECTIONS</p>	<p>PROJECT INFORMATION</p> <p>Project Name: [Name]</p> <p>Site: [Address]</p> <p>City: [City]</p> <p>Province: [Province]</p> <p>Country: [Country]</p>	<p>SCALE: AS SHOWN</p>	<p>A5.1</p>
--	---	--	---	---	--	-------------------------------	--------------------





Request for Decision (RFD)

PRELIMINARY
NOT FOR CONSTRUCTION

TWS
Engineering Ltd.
STRUCTURAL & CIVIL ENGINEERING
1000-100 STREET SW
CALGARY, ALBERTA T2C 1P5

MELISSA STRUCTURES & DESIGN

KUMIN SULLIVAN
PROJECT MANAGER OF ASB
COMMUNITY RECOVERY
CENTER
SHERIFF JAYD JENKINS

TYPICAL DETAILS

NO. **S0.2**

REVISION NO. **A**

CONCRETE GRADE BEAM @ CORNER LOCATION

NO. _____

PLAN

CONCRETE GRADE BEAM @ T-INTERSECTION LOCATION

NO. _____

PLAN

CONCRETE SLAB THICKENING

NO. _____

PLAN

CONCRETE WALL @ CHANGE IN HEIGHT LOCATION

NO. _____

ELEVATION

SAW CUT AT CONCRETE SLAB ON GRADE (CONTROL JOINT)

NO. _____

SECTION

FOUR BREAK ON CONCRETE SLAB ON GRADE

NO. _____

SECTION

BUCKDOWN GRADE BEAM AT DOOR LOCATIONS

NO. _____

SECTION

ADDITIONAL REINFORCEMENT FOR CONCRETE SLAB WITH THREE OR MORE SLEEVES

NO. _____

PLAN

ADDITIONAL REINFORCEMENT FOR CONCRETE SLAB WITH SLEEVES WITH A GREATER THAN 100mm ON CONCRETE SLAB WALL

NO. _____

SECTION

CONCRETE APRON / ENTRANCE SLAB

NO. _____

SECTION

HOUSEKEEPING CONCRETE PAD

NO. _____

SECTION

WOOD COLUMN TO CONCRETE SLAB CONNECTION

NO. _____

SECTION

CONCRETE SLAB ON GRADE OPENING REINFORCEMENT

NO. _____

PLAN

TYPICAL GARBAGE ENCLOSURE PAD

NO. _____

SECTION

CORNER WALL DETAIL

NO. _____

SECTION



Request for Decision (RFD)

PRELIMINARY
PROPOSED CONSTRUCTION

TWS
Engineering Ltd.
1000 PRINCE ALBERT AVENUE
SASKATOON, SASKATCHEWAN S4N 1A1

MELEWKA STRUCTURES & DESIGN

KUMLIN SULLIVAN
ARCHITECTS INC.
1000 PRINCE ALBERT AVENUE
SASKATOON, SASKATCHEWAN S4N 1A1

PROJECT: **REVISION OF ABANDONED COMMUNITY RECOVERY SAFETY LAMP AT RFD**

TYPICAL DETAILS

FILE NO. 50.3

DATE: 10/10/2017

SCALE: AS SHOWN

PROJECT NO. 17-001

CLIENT: SMOKY LAKE COUNTY

DESIGNER: MELEWKA STRUCTURES & DESIGN

DATE: 10/10/2017

SCALE: AS SHOWN

PROJECT NO. 17-001

CLIENT: SMOKY LAKE COUNTY

DESIGNER: MELEWKA STRUCTURES & DESIGN

BOLLARD CONSTRUCTION NO.

REVISIONS: 1. REVISION FOR RFD 10/10/2017

TYPICAL TOP PLATE SPLICE NO.

WOOD BEAM TO COLUMN CONNECTION (BEAM PARALLEL TO WALL) NO.

WOOD STUD WALL TO CONCRETE SLAB CONNECTION NO.

WOOD STUD WALL TO CONCRETE SLAB CONNECTION NO.

WOOD STUD WALL TO CONCRETE SLAB CONNECTION NO.

FRAMING ISOMETRIC VIEW WOOD STUD WALL NO.

ELEVATION AT DOOR OPENING DETAIL WOOD STUD WALL NO.

ELEVATION AT OPENING DETAIL WOOD STUD WALL NO.

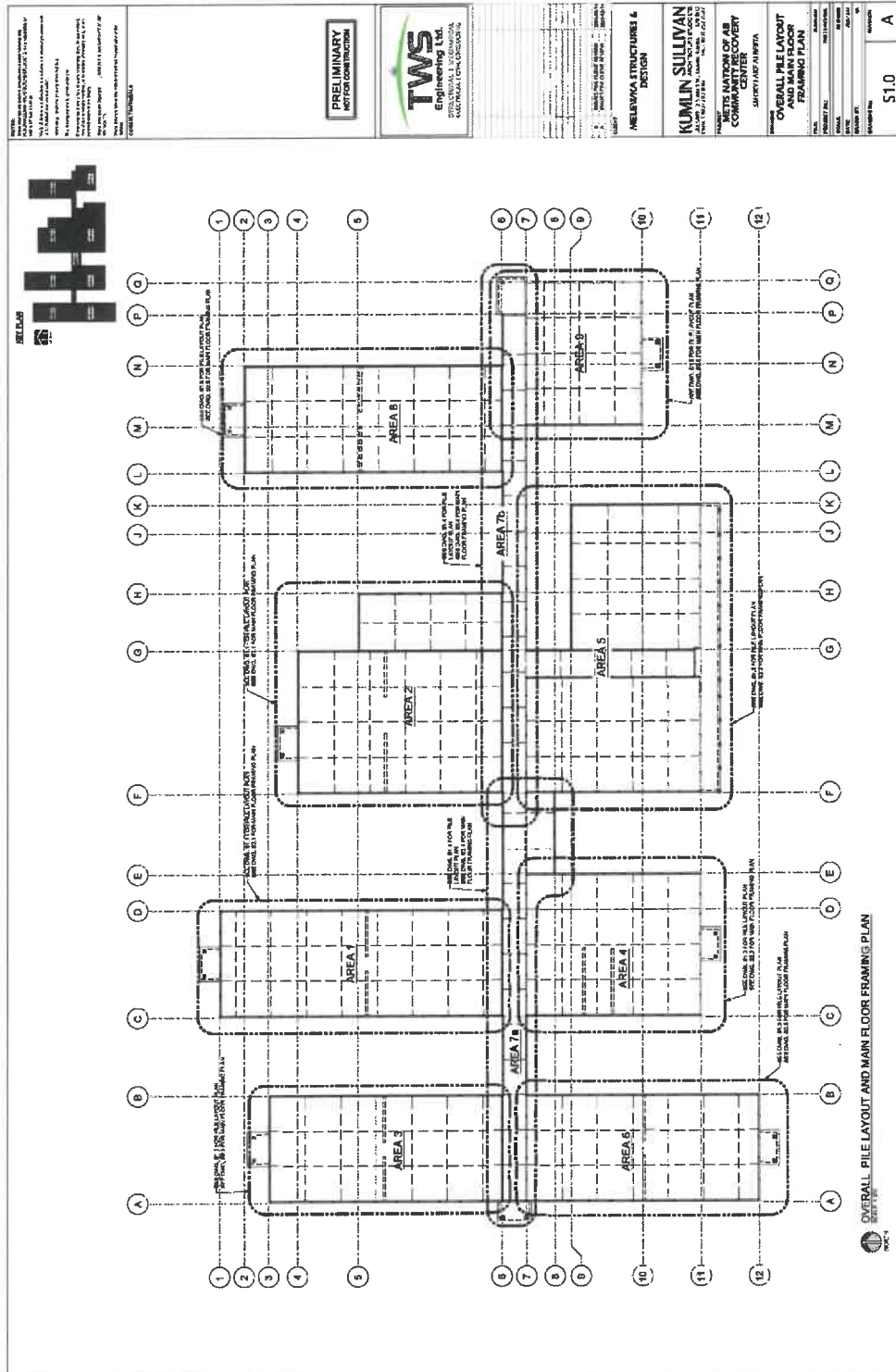
ELEVATION AT OPENING DETAIL WOOD STUD WALL NO.

PLY BUILT-UP WOOD COLUMN NAILING REQUIREMENTS NO.

LIGHT POLE PILE STANDARD DETAIL NO.



Request for Decision (RFD)



PRELIMINARY ACTION CONSTRUCTION

TWS Engineering Ltd.
 5000 Highway 101, Suite 100
 Mississauga, Ontario L4W 5G1
 Tel: (905) 876-1111
 Fax: (905) 876-1112
 Email: info@tws.ca

MELBUANA STRUCTURES & DESIGN

KUMIN SULLIVAN
 ARCHITECTS
 1000 Highway 101, Suite 100
 Mississauga, Ontario L4W 5G1
 Tel: (905) 876-1111
 Fax: (905) 876-1112
 Email: info@kumin-sullivan.com

NATIONAL MUSEUM OF AIR COMBAT RECOVERY CENTER
 SAFETY AND HEALTH

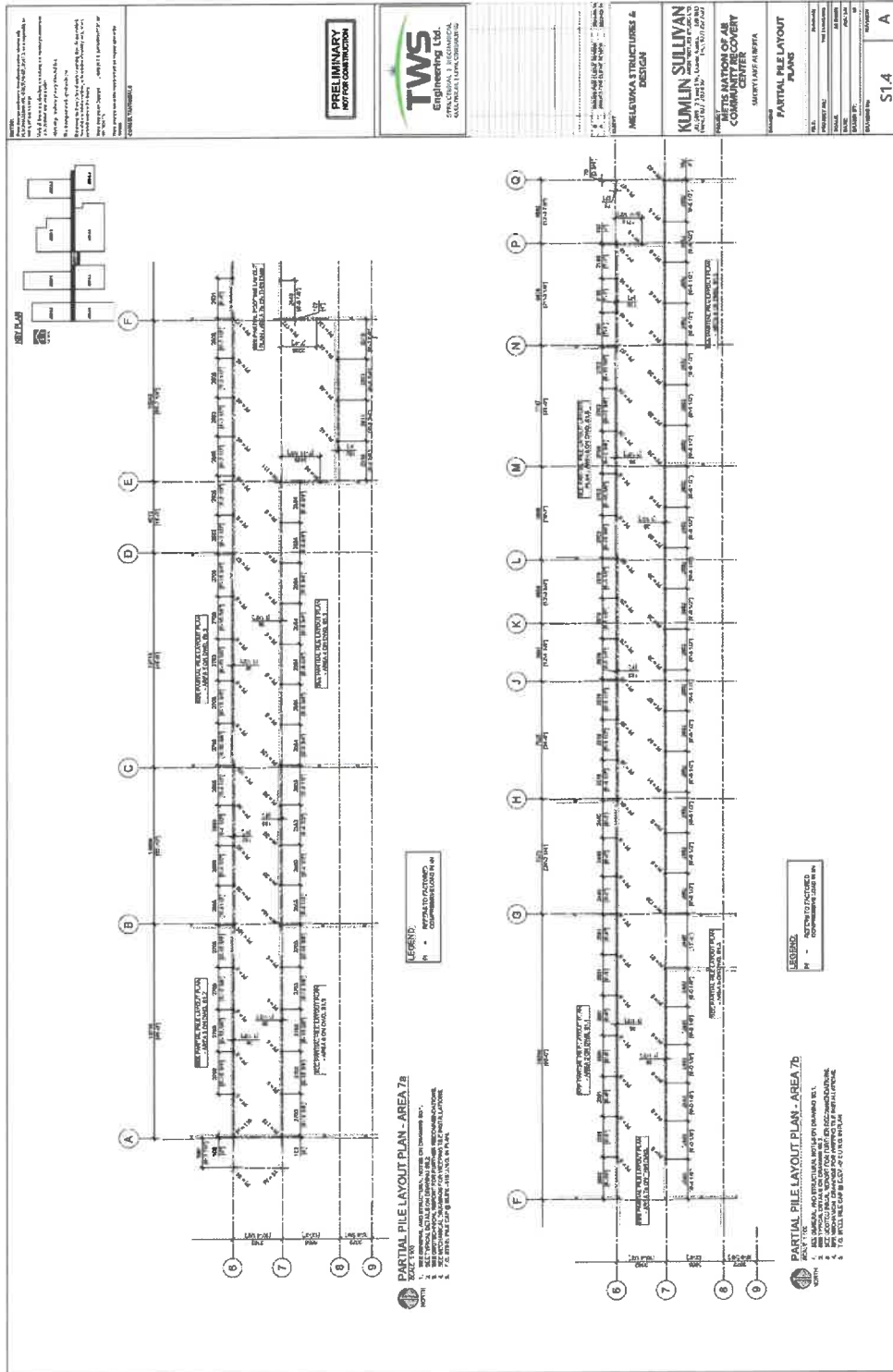
OVERALL PILE LAYOUT AND MAIN FLOOR FRAMING PLAN

DATE: 10/10/2014
 DRAWN BY: [Name]
 CHECKED BY: [Name]
 SCALE: 1/8" = 1'-0"

Sheet No. S1.0 A

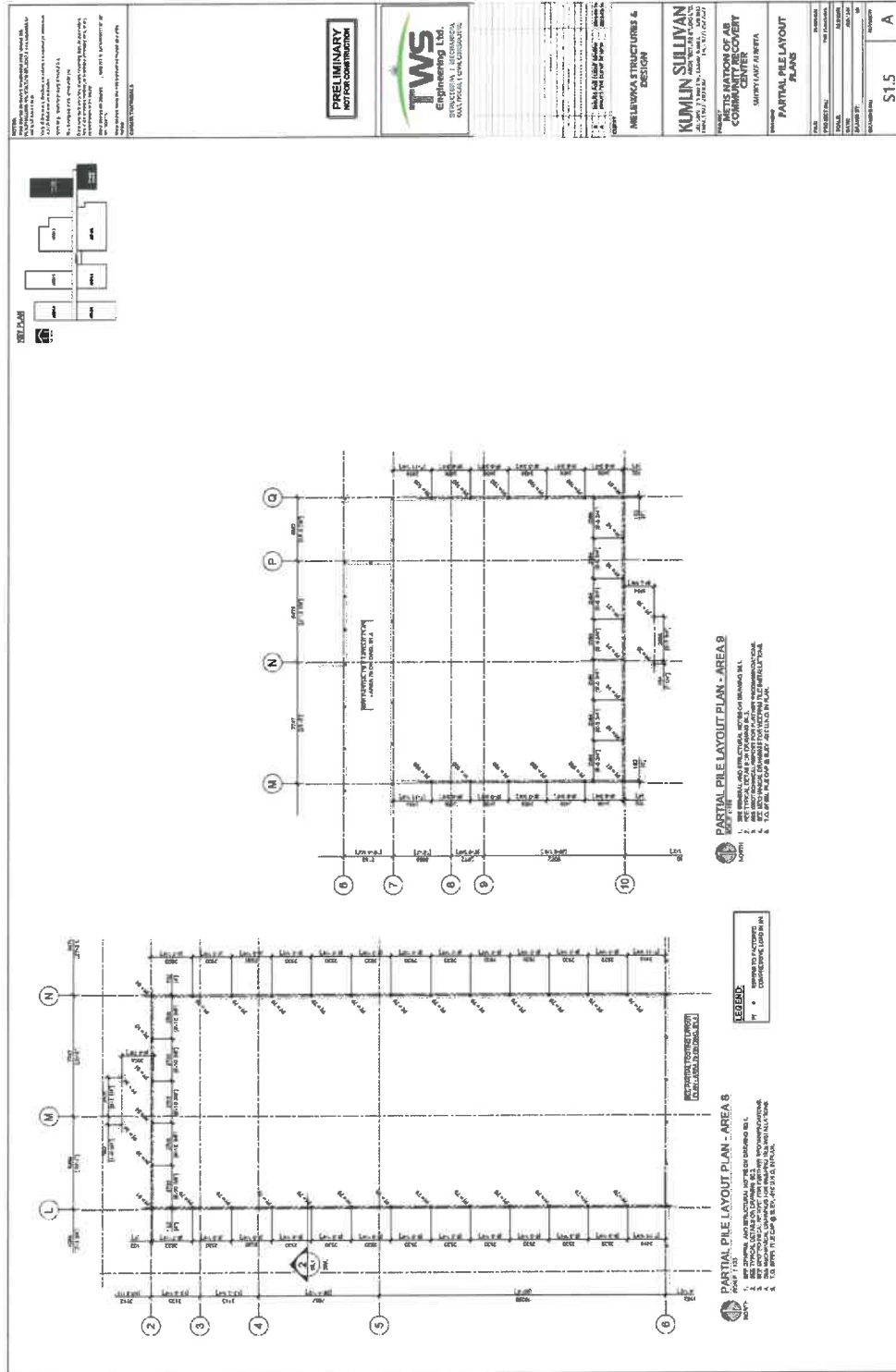


Request for Decision (RFD)





Request for Decision (RFD)





Request for Decision (RFD)

PRELIMINARY
REINFORCEMENT

TWS
Engineering Ltd.
SALVADORA & TRUDGOLD STS.
WILLOWDALE, ONTARIO M2H 1P7
TEL: (416) 491-1111 FAX: (416) 491-1112
WWW.TWSENG.COM

KUMLIN SULLIVAN
COMMUNITY RECOVERY
SUNNY LAKE AREA
PARTIAL MAIN FLOOR
FRAMING PLAN

PROJECT NO. 2018-001
DATE: 11/15/2018
SCALE: AS SHOWN
DRAWN BY: J. SULLIVAN
CHECKED BY: K. SULLIVAN
APPROVED BY: K. SULLIVAN

S2.1 **A**

CONCRETE GRADE BEAM SCHEDULE (CB)	
DESCRIPTION	300mm x 450mm
MARK	CB1
REINFORCEMENT	3 TOP BARS 2 BOTTOM BARS
FORMWORK	150mm

CONCRETE SLAB SCHEDULE (CS)	
DESCRIPTION	150mm THICK CONCRETE SLAB
MARK	CS1
REINFORCEMENT	150mm THICK CONCRETE SLAB
FORMWORK	150mm

CONCRETE PIER SCHEDULE (CP)	
DESCRIPTION	CONCRETE PIER
MARK	CP1
REINFORCEMENT	CONCRETE PIER
FORMWORK	CONCRETE PIER

CONCRETE SLAB DIMENSIONAL REINFORCEMENT (D)	
MARK	D1
DESCRIPTION	CONCRETE SLAB DIMENSIONAL REINFORCEMENT
REINFORCEMENT	CONCRETE SLAB DIMENSIONAL REINFORCEMENT
FORMWORK	CONCRETE SLAB DIMENSIONAL REINFORCEMENT

PARTIAL MAIN FLOOR FRAMING PLAN - AREA 1

1. ALL DIMENSIONS ARE IN METERS UNLESS OTHERWISE NOTED.
2. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
3. ALL DIMENSIONS ARE TO CENTERLINE UNLESS OTHERWISE NOTED.
4. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
5. ALL DIMENSIONS ARE TO CENTERLINE UNLESS OTHERWISE NOTED.
6. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.

PARTIAL MAIN FLOOR FRAMING PLAN - AREA 2

1. ALL DIMENSIONS ARE IN METERS UNLESS OTHERWISE NOTED.
2. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
3. ALL DIMENSIONS ARE TO CENTERLINE UNLESS OTHERWISE NOTED.
4. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
5. ALL DIMENSIONS ARE TO CENTERLINE UNLESS OTHERWISE NOTED.
6. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.



Request for Decision (RFD)

PRELIMINARY
NOT FOR CONSTRUCTION

TWS
Engineering Ltd.
5555 VALLEY VIEW, CALGARY, ALBERTA, CANADA T2C 2L5

MELANAWA STRUCTURES & DESIGN

KUMLIN SULLIVAN
COMMUNITY RECOVERY
COMMUNITY DEVELOPMENT
PARTIAL MAIN FLOOR FRAMING PLAN

CONCRETE GRADE BEAM SCHEDULE (GB)

ITEM NO.	DESCRIPTION	QUANTITY	UNIT
1	CONCRETE GRADE BEAM	10.00	M
2	STEEL REINFORCEMENT	1.50	TON

SCHEMATIC SECTION

NOTE: SEE DRAWING C-108

CONCRETE SLAB SCHEDULE (CS)

ITEM NO.	DESCRIPTION	QUANTITY	UNIT
1	CONCRETE SLAB	10.00	M ²
2	STEEL REINFORCEMENT	1.50	TON

CONCRETE PIER SCHEDULE (CP)

ITEM NO.	DESCRIPTION	QUANTITY	UNIT
1	CONCRETE PIER	1.00	NO.

CONCRETE SLAB DWEL REINFORCEMENT (D)

ITEM NO.	DESCRIPTION	QUANTITY	UNIT
1	CONCRETE SLAB DWEL	1.00	NO.

PARTIAL MAIN FLOOR FRAMING PLAN - AREA 3

PARTIAL MAIN FLOOR FRAMING PLAN - AREA 4



Request for Decision (RFD)

PRELIMINARY
NOT FOR CONSTRUCTION

TWS
Engineering Ltd.
1000-100 Avenue, Suite 100
Edmonton, Alberta T6E 6K1
Tel: 780-443-8888
www.tws.ca

MELLEWA STRUCTURES & DESIGN

KUMLIN SULLIVAN
ARCHITECTS
1000-100 Avenue, Suite 100
Edmonton, Alberta T6E 6K1
Tel: 780-443-8888
www.kumlin-sullivan.com

**NATION OF AS
COMMUNITY RECOVERY
CENTER**

MARKUS KUMLIN
ARCHITECT

**PARTIAL MAIN FLOOR
FRAMING PLANS**

PROJECT NO. 2024-001
DATE: 2024-08-15
SCALE: AS SHOWN
SHEET NO. S2.3
A

PARTIAL MAIN FLOOR FRAMING PLAN - AREA 5

CONCRETE GRADE BEAM SCHEDULE (GB)

DESCRIPTION	SECTION
STEEL REINFORCEMENT	100mm x 100mm x 100mm

CONCRETE PIER SCHEDULE (CP)

NO.	SECTION
CP1	100mm x 100mm x 100mm

CONCRETE SLAB SCHEDULE (CS)

NO.	SECTION
CS1	100mm x 100mm x 100mm

CONCRETE SLAB DWEL REINFORCEMENT (C)

NO.	SECTION
C1	100mm x 100mm x 100mm

PARTIAL MAIN FLOOR FRAMING PLAN - AREA 6

CONCRETE GRADE BEAM SCHEDULE (GB)

DESCRIPTION	SECTION
STEEL REINFORCEMENT	100mm x 100mm x 100mm

CONCRETE PIER SCHEDULE (CP)

NO.	SECTION
CP1	100mm x 100mm x 100mm

CONCRETE SLAB SCHEDULE (CS)

NO.	SECTION
CS1	100mm x 100mm x 100mm

CONCRETE SLAB DWEL REINFORCEMENT (C)

NO.	SECTION
C1	100mm x 100mm x 100mm



Request for Decision (RFD)

PRELIMINARY RFP FOR CONSTRUCTION

TWS Engineering Ltd.
 5000 Highway 101, Suite 100
 Smoky Lake, Alberta T9A 1A1
 Tel: (403) 885-1111
 Fax: (403) 885-1112
 Email: info@tws.ca
 Website: www.tws.ca

MELNIKA STRUCTURES & DESIGN

KUMLIN SULLIVAN
 10000 Highway 101, Suite 100
 Smoky Lake, Alberta T9A 1A1
 Tel: (403) 885-1111
 Fax: (403) 885-1112
 Email: info@kumlin-sullivan.ca
 Website: www.kumlin-sullivan.ca

PARTIAL MAIN FLOOR FRAMING PLAN - AREA 7a

PARTIAL MAIN FLOOR FRAMING PLAN - AREA 7b

CONCRETE GRADE BEAM SCHEDULE (CB)

DESCRIPTION	MARK	SECTION
CONCRETE GRADE BEAM	CB1	SECTION 1

CONCRETE PIER SCHEDULE (CP)

DESCRIPTION	MARK	SECTION
CONCRETE PIER	CP1	SECTION 1

CONCRETE SLAB SCHEDULE (CS)

DESCRIPTION	MARK	SECTION
CONCRETE SLAB	CS1	SECTION 1

CONCRETE SLAB DOWEL REINFORCEMENT (D)

CONCRETE GRADE BEAM SCHEDULE (CB)

CONCRETE PIER SCHEDULE (CP)

CONCRETE SLAB DOWEL REINFORCEMENT (D)

MARK	TYPE	SECTION
D1	100mm	SECTION 1
D2	150mm	SECTION 1

CONCRETE GRADE BEAM SCHEDULE (CB)

MARK	TYPE	SECTION
CB1	100mm	SECTION 1

CONCRETE PIER SCHEDULE (CP)

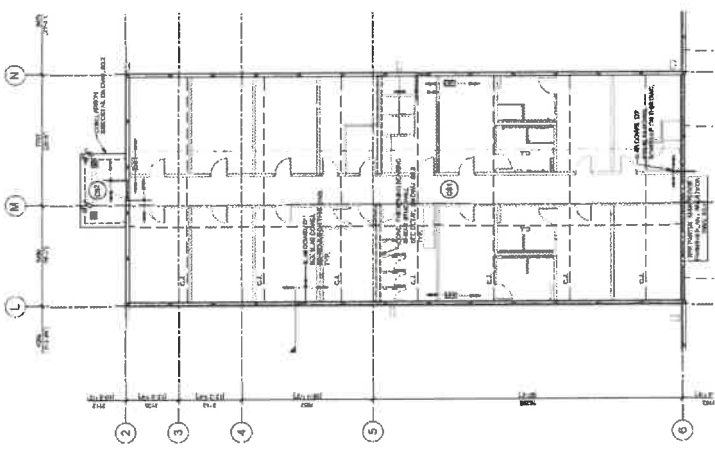
MARK	TYPE	SECTION
CP1	100mm	SECTION 1

CONCRETE SLAB SCHEDULE (CS)

MARK	TYPE	SECTION
CS1	100mm	SECTION 1



Request for Decision (RFD)

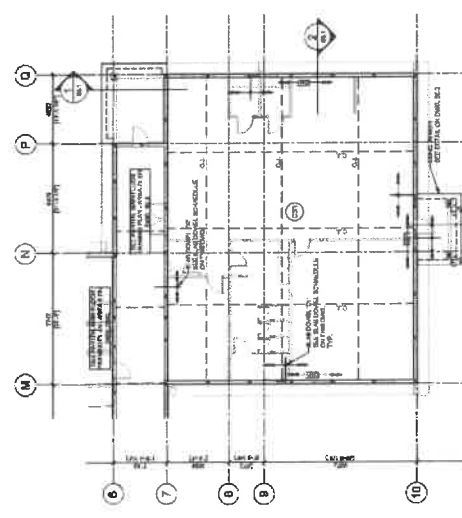


PARTIAL MAIN FLOOR FRAMING PLAN - AREA 8

SCALE: 1/8" = 1'-0"

REVISIONS:

1. SEE TYPICAL NOTES ON DRAWING SET.
2. SEE TYPICAL NOTES ON DRAWING SET.
3. SEE TYPICAL NOTES ON DRAWING SET.
4. SEE TYPICAL NOTES ON DRAWING SET.



PARTIAL MAIN FLOOR FRAMING PLAN - AREA 9

SCALE: 1/8" = 1'-0"

REVISIONS:

1. SEE TYPICAL NOTES ON DRAWING SET.
2. SEE TYPICAL NOTES ON DRAWING SET.
3. SEE TYPICAL NOTES ON DRAWING SET.
4. SEE TYPICAL NOTES ON DRAWING SET.

CONCRETE GRADE BEAM SCHEDULE (GB)

MARK	DESCRIPTION	SECTION
GB1	CONCRETE GRADE BEAM	SECTION A-A

CONCRETE SLAB SCHEDULE (CS)

MARK	DESCRIPTION	SECTION
CS1	CONCRETE SLAB	SECTION B-B

CONCRETE PIER SCHEDULE (CP)

MARK	DESCRIPTION	SECTION
CP1	CONCRETE PIER	SECTION C-C

CONCRETE SLAB CORNER REINFORCEMENT (D)

MARK	DESCRIPTION	SECTION
D1	CONCRETE SLAB CORNER REINFORCEMENT	SECTION D-D

CONCRETE GRADE BEAM SCHEDULE (GB)

MARK: GB1

DESCRIPTION: CONCRETE GRADE BEAM

SECTION: SECTION A-A

REINFORCEMENT: 4#4 @ 12" O.C.

CONCRETE SLAB SCHEDULE (CS)

MARK: CS1

DESCRIPTION: CONCRETE SLAB

SECTION: SECTION B-B

REINFORCEMENT: 4#4 @ 12" O.C.

CONCRETE PIER SCHEDULE (CP)

MARK: CP1

DESCRIPTION: CONCRETE PIER

SECTION: SECTION C-C

REINFORCEMENT: 4#4 @ 12" O.C.

CONCRETE SLAB CORNER REINFORCEMENT (D)

MARK: D1

DESCRIPTION: CONCRETE SLAB CORNER REINFORCEMENT

SECTION: SECTION D-D

REINFORCEMENT: 4#4 @ 12" O.C.

PRELIMINARY NOTICE OF CONSTRUCTION

TWS Engineering Ltd.

10000 100th Street, Edmonton, Alberta T5A 1A1

403-443-1111

MELISSA STRUCTURES & DESIGN

KUMLIN SULLIVAN

10000 100th Street, Edmonton, Alberta T5A 1A1

403-443-1111

PROJECT: PARTIAL MAIN FLOOR FRAMING PLANS

CLIENT: JACOBSON CENTER

DATE: 2024-01-15

SCALE: 1/8" = 1'-0"

PROJECT NO: 24-001

DATE: 2024-01-15

PROJECT NO: 24-001

DATE: 2024-01-15

\$2.5

A



Request for Decision (RFD)

PARTIAL ROOF FRAMING PLAN - AREA 5

SCALE: 1/8" = 1'-0"

1. ALL DIMENSIONS UNLESS OTHERWISE NOTED.

2. ALL DIMENSIONS TO FACE UNLESS OTHERWISE NOTED.

3. ALL DIMENSIONS TO CENTERLINE UNLESS OTHERWISE NOTED.

4. ALL DIMENSIONS TO FACE UNLESS OTHERWISE NOTED.

5. ALL DIMENSIONS TO CENTERLINE UNLESS OTHERWISE NOTED.

6. ALL DIMENSIONS TO FACE UNLESS OTHERWISE NOTED.

7. ALL DIMENSIONS TO CENTERLINE UNLESS OTHERWISE NOTED.

8. ALL DIMENSIONS TO FACE UNLESS OTHERWISE NOTED.

9. ALL DIMENSIONS TO CENTERLINE UNLESS OTHERWISE NOTED.

10. ALL DIMENSIONS TO FACE UNLESS OTHERWISE NOTED.

11. ALL DIMENSIONS TO CENTERLINE UNLESS OTHERWISE NOTED.

WOOD UNTEL BEAM SCHEDULE (U)

MARK	SIZE	DESCRIPTION
U1	2x12 S4S 11' 0" x 11' 0"	WOOD UNTEL BEAM
U2	2x12 S4S 11' 0" x 11' 0"	WOOD UNTEL BEAM
U3	2x12 S4S 11' 0" x 11' 0"	WOOD UNTEL BEAM
U4	2x12 S4S 11' 0" x 11' 0"	WOOD UNTEL BEAM
U5	2x12 S4S 11' 0" x 11' 0"	WOOD UNTEL BEAM

WOOD STUD WALL SCHEDULE (W)

MARK	DESCRIPTION
W1	2x12 S4S 11' 0" x 11' 0"
W2	2x12 S4S 11' 0" x 11' 0"
W3	2x12 S4S 11' 0" x 11' 0"
W4	2x12 S4S 11' 0" x 11' 0"
W5	2x12 S4S 11' 0" x 11' 0"

WOOD BEAM SCHEDULE

MARK	SIZE	DESCRIPTION
B1	2x12 S4S 11' 0" x 11' 0"	WOOD BEAM
B2	2x12 S4S 11' 0" x 11' 0"	WOOD BEAM
B3	2x12 S4S 11' 0" x 11' 0"	WOOD BEAM
B4	2x12 S4S 11' 0" x 11' 0"	WOOD BEAM
B5	2x12 S4S 11' 0" x 11' 0"	WOOD BEAM

WOOD COLUMN SCHEDULE (WC)

MARK	SIZE	DESCRIPTION
WC1	4x4 S4S 11' 0" x 11' 0"	WOOD COLUMN
WC2	4x4 S4S 11' 0" x 11' 0"	WOOD COLUMN
WC3	4x4 S4S 11' 0" x 11' 0"	WOOD COLUMN
WC4	4x4 S4S 11' 0" x 11' 0"	WOOD COLUMN
WC5	4x4 S4S 11' 0" x 11' 0"	WOOD COLUMN

ROOF FRAMING SCHEDULE (R)

MARK	DESCRIPTION
R1	2x12 S4S 11' 0" x 11' 0"
R2	2x12 S4S 11' 0" x 11' 0"
R3	2x12 S4S 11' 0" x 11' 0"
R4	2x12 S4S 11' 0" x 11' 0"
R5	2x12 S4S 11' 0" x 11' 0"

STEEL COLUMN SCHEDULE (SC)

MARK	DESCRIPTION
SC1	4x4 S4S 11' 0" x 11' 0"
SC2	4x4 S4S 11' 0" x 11' 0"
SC3	4x4 S4S 11' 0" x 11' 0"
SC4	4x4 S4S 11' 0" x 11' 0"
SC5	4x4 S4S 11' 0" x 11' 0"

NOTES:

- ALL DIMENSIONS UNLESS OTHERWISE NOTED.
- ALL DIMENSIONS TO FACE UNLESS OTHERWISE NOTED.
- ALL DIMENSIONS TO CENTERLINE UNLESS OTHERWISE NOTED.
- ALL DIMENSIONS TO FACE UNLESS OTHERWISE NOTED.
- ALL DIMENSIONS TO CENTERLINE UNLESS OTHERWISE NOTED.
- ALL DIMENSIONS TO FACE UNLESS OTHERWISE NOTED.
- ALL DIMENSIONS TO CENTERLINE UNLESS OTHERWISE NOTED.
- ALL DIMENSIONS TO FACE UNLESS OTHERWISE NOTED.
- ALL DIMENSIONS TO CENTERLINE UNLESS OTHERWISE NOTED.
- ALL DIMENSIONS TO FACE UNLESS OTHERWISE NOTED.
- ALL DIMENSIONS TO CENTERLINE UNLESS OTHERWISE NOTED.
- ALL DIMENSIONS TO FACE UNLESS OTHERWISE NOTED.
- ALL DIMENSIONS TO CENTERLINE UNLESS OTHERWISE NOTED.
- ALL DIMENSIONS TO FACE UNLESS OTHERWISE NOTED.
- ALL DIMENSIONS TO CENTERLINE UNLESS OTHERWISE NOTED.

PARTIAL ROOF FRAMING PLAN - AREA 6

SCALE: 1/8" = 1'-0"

1. ALL DIMENSIONS UNLESS OTHERWISE NOTED.

2. ALL DIMENSIONS TO FACE UNLESS OTHERWISE NOTED.

3. ALL DIMENSIONS TO CENTERLINE UNLESS OTHERWISE NOTED.

4. ALL DIMENSIONS TO FACE UNLESS OTHERWISE NOTED.

5. ALL DIMENSIONS TO CENTERLINE UNLESS OTHERWISE NOTED.

6. ALL DIMENSIONS TO FACE UNLESS OTHERWISE NOTED.

7. ALL DIMENSIONS TO CENTERLINE UNLESS OTHERWISE NOTED.

8. ALL DIMENSIONS TO FACE UNLESS OTHERWISE NOTED.

9. ALL DIMENSIONS TO CENTERLINE UNLESS OTHERWISE NOTED.

10. ALL DIMENSIONS TO FACE UNLESS OTHERWISE NOTED.

11. ALL DIMENSIONS TO CENTERLINE UNLESS OTHERWISE NOTED.

12. ALL DIMENSIONS TO FACE UNLESS OTHERWISE NOTED.

WOOD UNTEL BEAM SCHEDULE (U)

MARK	SIZE	DESCRIPTION
U1	2x12 S4S 11' 0" x 11' 0"	WOOD UNTEL BEAM
U2	2x12 S4S 11' 0" x 11' 0"	WOOD UNTEL BEAM
U3	2x12 S4S 11' 0" x 11' 0"	WOOD UNTEL BEAM
U4	2x12 S4S 11' 0" x 11' 0"	WOOD UNTEL BEAM
U5	2x12 S4S 11' 0" x 11' 0"	WOOD UNTEL BEAM

WOOD STUD WALL SCHEDULE (W)

MARK	DESCRIPTION
W1	2x12 S4S 11' 0" x 11' 0"
W2	2x12 S4S 11' 0" x 11' 0"
W3	2x12 S4S 11' 0" x 11' 0"
W4	2x12 S4S 11' 0" x 11' 0"
W5	2x12 S4S 11' 0" x 11' 0"

WOOD BEAM SCHEDULE

MARK	SIZE	DESCRIPTION
B1	2x12 S4S 11' 0" x 11' 0"	WOOD BEAM
B2	2x12 S4S 11' 0" x 11' 0"	WOOD BEAM
B3	2x12 S4S 11' 0" x 11' 0"	WOOD BEAM
B4	2x12 S4S 11' 0" x 11' 0"	WOOD BEAM
B5	2x12 S4S 11' 0" x 11' 0"	WOOD BEAM

WOOD COLUMN SCHEDULE (WC)

MARK	SIZE	DESCRIPTION
WC1	4x4 S4S 11' 0" x 11' 0"	WOOD COLUMN
WC2	4x4 S4S 11' 0" x 11' 0"	WOOD COLUMN
WC3	4x4 S4S 11' 0" x 11' 0"	WOOD COLUMN
WC4	4x4 S4S 11' 0" x 11' 0"	WOOD COLUMN
WC5	4x4 S4S 11' 0" x 11' 0"	WOOD COLUMN

ROOF FRAMING SCHEDULE (R)

MARK	DESCRIPTION
R1	2x12 S4S 11' 0" x 11' 0"
R2	2x12 S4S 11' 0" x 11' 0"
R3	2x12 S4S 11' 0" x 11' 0"
R4	2x12 S4S 11' 0" x 11' 0"
R5	2x12 S4S 11' 0" x 11' 0"

STEEL COLUMN SCHEDULE (SC)

MARK	DESCRIPTION
SC1	4x4 S4S 11' 0" x 11' 0"
SC2	4x4 S4S 11' 0" x 11' 0"
SC3	4x4 S4S 11' 0" x 11' 0"
SC4	4x4 S4S 11' 0" x 11' 0"
SC5	4x4 S4S 11' 0" x 11' 0"

NOTES:

- ALL DIMENSIONS UNLESS OTHERWISE NOTED.
- ALL DIMENSIONS TO FACE UNLESS OTHERWISE NOTED.
- ALL DIMENSIONS TO CENTERLINE UNLESS OTHERWISE NOTED.
- ALL DIMENSIONS TO FACE UNLESS OTHERWISE NOTED.
- ALL DIMENSIONS TO CENTERLINE UNLESS OTHERWISE NOTED.
- ALL DIMENSIONS TO FACE UNLESS OTHERWISE NOTED.
- ALL DIMENSIONS TO CENTERLINE UNLESS OTHERWISE NOTED.
- ALL DIMENSIONS TO FACE UNLESS OTHERWISE NOTED.
- ALL DIMENSIONS TO CENTERLINE UNLESS OTHERWISE NOTED.
- ALL DIMENSIONS TO FACE UNLESS OTHERWISE NOTED.
- ALL DIMENSIONS TO CENTERLINE UNLESS OTHERWISE NOTED.
- ALL DIMENSIONS TO FACE UNLESS OTHERWISE NOTED.
- ALL DIMENSIONS TO CENTERLINE UNLESS OTHERWISE NOTED.
- ALL DIMENSIONS TO FACE UNLESS OTHERWISE NOTED.
- ALL DIMENSIONS TO CENTERLINE UNLESS OTHERWISE NOTED.

PRELIMINARY
NOT FOR CONSTRUCTION

TWS
Engineering Ltd.
STRUCTURAL ENGINEERING

MELEWIK & STRUCTURES & DESIGN

KUMLIN SULLIVAN
COMMUNITY RECOVERY
MURKIN LANE SUBSTA

PARTIAL ROOF FRAMING PLAN

DATE: 10/10/2023

PROJECT: MURKIN LANE SUBSTA

SCALE: 1/8" = 1'-0"

DESIGNER: MELEWIK & STRUCTURES & DESIGN

CHECKER: MELEWIK & STRUCTURES & DESIGN

APPROVER: MELEWIK & STRUCTURES & DESIGN

S3.3

A



Request for Decision (RFD)

PRELIMINARY
NOT FOR CONSTRUCTION

TWS
Engineering Ltd.
CENTRAL TECHNOLOGIES

MELEWKA STRUCTURES & DESIGN

KUMLIN SULLIVAN
ARCHITECTS INC.
1000 10th Street, Suite 100
Edmonton, Alberta T6A 1P7
Phone: 780.443.2222
Fax: 780.443.2223

PROJECTS DIVISION OF AB
COMMUNITY RECOVERY
SHERWOOD ASHLEY

PARTIAL ROOF FRAMING PLANS

DATE: 11/11/2014
DRAWN BY: [Name]
CHECKED BY: [Name]
SCALE: AS SHOWN
SHEET NO: S3.4
OF: A

WOOD STUD WALL SCHEDULE (W)

MARK	DESCRIPTION
W1	2x4 @ 16" o.c. - C.A.
W2	2x4 @ 16" o.c. - C.A.
W3	2x4 @ 16" o.c. - C.A.
W4	2x4 @ 16" o.c. - C.A.

WOOD UNTEL BEAM SCHEDULE (U)

MARK	DESCRIPTION
U1	2x12 @ 16" o.c. - C.A.
U2	2x12 @ 16" o.c. - C.A.
U3	2x12 @ 16" o.c. - C.A.
U4	2x12 @ 16" o.c. - C.A.

WOOD COLUMN SCHEDULE (C)

MARK	DESCRIPTION
C1	4x4 @ 16" o.c. - C.A.
C2	4x4 @ 16" o.c. - C.A.
C3	4x4 @ 16" o.c. - C.A.
C4	4x4 @ 16" o.c. - C.A.

WOOD BEAM SCHEDULE (B)

MARK	DESCRIPTION
B1	2x12 @ 16" o.c. - C.A.
B2	2x12 @ 16" o.c. - C.A.
B3	2x12 @ 16" o.c. - C.A.
B4	2x12 @ 16" o.c. - C.A.

ROOF FRAMING SCHEDULE (R)

MARK	DESCRIPTION
R1	2x12 @ 16" o.c. - C.A.
R2	2x12 @ 16" o.c. - C.A.
R3	2x12 @ 16" o.c. - C.A.
R4	2x12 @ 16" o.c. - C.A.

WOOD BEAM SCHEDULE (B)

MARK	DESCRIPTION
B1	2x12 @ 16" o.c. - C.A.
B2	2x12 @ 16" o.c. - C.A.
B3	2x12 @ 16" o.c. - C.A.
B4	2x12 @ 16" o.c. - C.A.

PARTIAL ROOF FRAMING PLAN - AREA 7B

1. SEE GENERAL AND STRUCTURAL NOTES FOR DIMENSIONS AND MATERIALS.

2. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.

3. ALL ROOF FRAMING IS TO BE 2x12 @ 16" o.c. - C.A. UNLESS OTHERWISE NOTED.

4. ALL ROOF FRAMING IS TO BE SUPPORTED BY 4x4 @ 16" o.c. - C.A. UNLESS OTHERWISE NOTED.

5. ALL ROOF FRAMING IS TO BE SUPPORTED BY 2x12 @ 16" o.c. - C.A. UNLESS OTHERWISE NOTED.

6. ALL ROOF FRAMING IS TO BE SUPPORTED BY 2x12 @ 16" o.c. - C.A. UNLESS OTHERWISE NOTED.

7. ALL ROOF FRAMING IS TO BE SUPPORTED BY 2x12 @ 16" o.c. - C.A. UNLESS OTHERWISE NOTED.

8. ALL ROOF FRAMING IS TO BE SUPPORTED BY 2x12 @ 16" o.c. - C.A. UNLESS OTHERWISE NOTED.

9. ALL ROOF FRAMING IS TO BE SUPPORTED BY 2x12 @ 16" o.c. - C.A. UNLESS OTHERWISE NOTED.



Request for Decision (RFD)

PRELIMINARY
ROOF CONSTRUCTION

TWS
Engineering Ltd.
MULTI-TALENTED CONTRACTORS

CLIENT

MELLENKA STRUCTURES & DESIGN

DESIGNER

KUMLIN SULLIVAN
COMMUNITY RECOVERY CENTER

PROJECT NO.

53.5

SCALE

A

ROOF FRAMING SCHEDULE (R)

MARK	DESCRIPTION
R1	WOOD ROOF TRUSSES @ 24" ON CENTER
R2	WOOD ROOF TRUSSES @ 48" ON CENTER

WOOD BEAM SCHEDULE

MARK	SIZE	SPACING
WB1	2x12 @ 24" O.C.	12' 0" ON CENTER
WB2	2x12 @ 48" O.C.	24' 0" ON CENTER

WOOD COLUMN SCHEDULE (WC)

MARK	SIZE	SPACING
WC1	4x4 @ 24" O.C.	12' 0" ON CENTER
WC2	4x4 @ 48" O.C.	24' 0" ON CENTER

WOOD LINTEL BEAM SCHEDULE (L)

MARK	SIZE	SPACING
L1	2x12 @ 24" O.C.	12' 0" ON CENTER
L2	2x12 @ 48" O.C.	24' 0" ON CENTER

WOOD STUD WALL SCHEDULE (M)

MARK	DESCRIPTION
M1	WOOD STUD WALL @ 24" O.C.
M2	WOOD STUD WALL @ 48" O.C.

PARTIAL ROOF FRAMING PLAN - AREA 8

SCALE: 1/8" = 1'-0"

1. SEE GENERAL NOTES FOR STRUCTURAL SYMBOLS AND CONSTRUCTION DETAILS.
2. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
3. CONNECTIONS TO EXISTING STRUCTURE TO BE MADE AS SHOWN.
4. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
5. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
6. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
7. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
8. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.

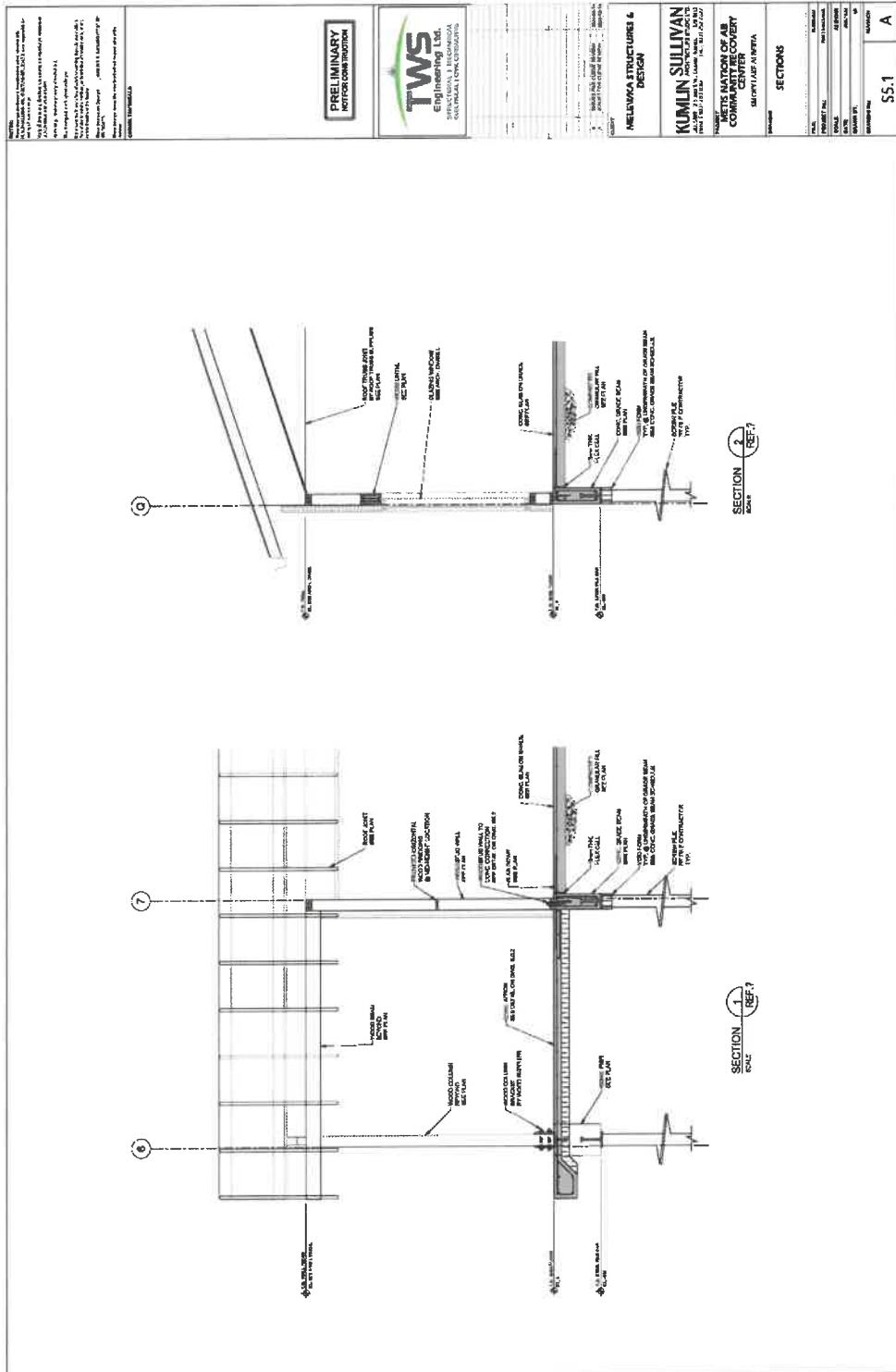
PARTIAL ROOF FRAMING PLAN - AREA 9

SCALE: 1/8" = 1'-0"

1. SEE GENERAL NOTES FOR STRUCTURAL SYMBOLS AND CONSTRUCTION DETAILS.
2. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
3. CONNECTIONS TO EXISTING STRUCTURE TO BE MADE AS SHOWN.
4. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
5. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
6. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
7. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
8. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.



Request for Decision (RFD)





Request for Decision (RFD)



Shelby Engineering Ltd.
#172, 2693 Broadmoor Boulevard, Sherwood Park, AB T8H 0G1

To: Lewis Semashkewich **From:** Nathaniel Gomez, E.I.T.

Office: Melewka Structures & Designs **Pages:** 2 (including this page)

Email: [REDACTED] **Date:** May 29, 2024

File # : 1-24462 **Cc:** [REDACTED]

Project: Recovery Center – Lot 15, Range Road 174A, Smoky Lake, AB

PRELIMINARY FINDINGS AND FOUNDATION RECOMMENDATIONS

Twelve test holes were advanced for this development to depths ranging from 2.3m to 14.95m below grade. The general stratigraphy encountered at the test hole locations comprised surficial topsoil underlain by native silt/sand followed by a variable glacial till deposit comprising silt, sand and clay till. Draft test hole logs and a site plan are attached.

Surficial topsoil was encountered at each test hole location and extended to depths ranging from 150mm to 275mm. Trace amounts of topsoil were noted in the upper portion of the native deposit up to 600mm below grade. The silt was generally soft to stiff and moist to wet. The sand was generally loose to compact and moist to saturated. The clay till was generally stiff to very stiff and moist.

Groundwater and slough accumulation was recorded upon completion of drilling at each test hole location to depths up to 2.0m and 2.1m, respectively. Water seepage was noted during drilling starting from depths as shallow as 900mm below grade.

The depths indicate below are referenced to site grades as existed at the time of the geotechnical drilling. Appropriate adjustments must be made to the depths with consideration to any difference between the referenced grades and final grades.

The following preliminary foundation options are considered feasible to support proposed development:

Table 1: Shallow Footings

Footing Type	Factored ULS Base Resistance	SLS Bearing Pressure
Strip	75 kPa	50 kPa
Square	90 kPa	60 kPa

- ULS based on Geotechnical Resistance Factor (Φ) of 0.5
- Must be founded on native inorganic soil, not on fill/topsoil



Request for Decision (RFD)



1-24462 – Preliminary Foundation Recommendations

- Minimum depth of cover of 1.5m required for perimeter footings in heated structures
- Use of a mud slab will be required to protect the subgrade

Table 2: Cast-In-Place Concrete Friction Piles

Depth Below Existing Grade (m)	Factored ULS Skin Friction (kPa)
0.0 to 1.5	0
1.5 to 3.0	18
3.0 to 9.0	20
9.0 to 15.0	23
Below 15.0	25

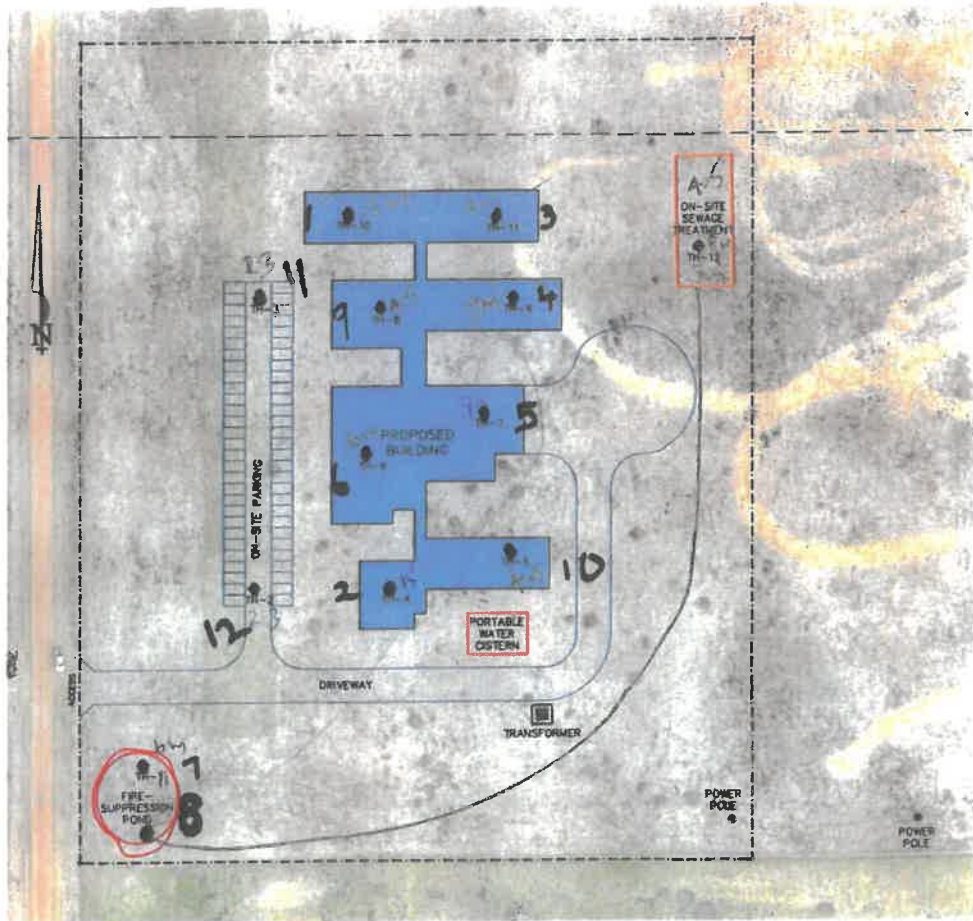
- ULS based on Geotechnical Resistance Factor (Φ) of 0.4
- Minimum pile length of 6.0m; Minimum pile diameter of 400mm
- Casing should be available and used to control seepage and sloughing
- If long piles are needed, consideration could be given to the use of CFA piles. The design of CFA piles installed to depths below 9.0m from existing grade can also utilize a factored ULS base resistance value of 450kPa, used in combination with skin friction

The information provided above is preliminary, and subject to revision in whole or in part upon completion of laboratory testing.

Nathaniel Gomez, E.I.T.



Request for Decision (RFD)





Request for Decision (RFD)

RECOVERY CENTRE		MELEWKA STRUCTURES & DESIGNS		TEST HOLE NO.: TH-01	
LOT 15 RR 174A SMOKY LAKE, AB		START DATE: 5/23/24		PROJECT NO.: 1-24482	
PROJECT ENGINEER: VG		SOLID STEM AUGERS AND SPTS		ELEVATION: .	
SAMPLE TYPE <input checked="" type="checkbox"/> GRAB		<input checked="" type="checkbox"/> SHELBY TUBE		<input checked="" type="checkbox"/> SPT	
<input type="checkbox"/> BENTONITE		<input type="checkbox"/> PEA GRAVEL		<input type="checkbox"/> SLOUGH	
<input type="checkbox"/> NO RECOVERY		<input type="checkbox"/> HOLLOW STEM		<input type="checkbox"/> CORE	
<input type="checkbox"/> GROUT		<input type="checkbox"/> DRILL CUTTINGS		<input type="checkbox"/> SAND	

Depth (m)	POCKET PEN (PP)		SAMPLE TYPE	SAMPLE NO.	SPT (N)	SOIL DESCRIPTION	USC	SOIL SYMBOL	ADDITIONAL TESTING	Elevation (m)
	100	200								
0.0				1		TOPSOIL: To 250mm.	OR			
0.5				2		SILT: Sandy, firm, low plastic, moist, light brown, trace oxides to 600mm.	ML			
1.0				3	8	SAND: Silty, fine grained, moist, brown, trace oxides to 1.1m.	SM			
1.5				4		-trace gravel, clay till lumps from 900mm.				
2.0				5		CLAY TILL: Silty, sandy, stiff to very stiff, medium plastic, moist, brown, trace gravel, oxides to 6.9m.				
2.5				6	10	-trace coal from 2.4m.				
3.0				7		-trace sand pockets from 3.0m.				
3.5				8						
4.0				9	36	-brown and dark grey from 3.8m.	TILL		Water seepage from 4.0m.	
4.5				10		-150mm thick saturated sand layer at 4.0m.				
5.0				11		-dark grey from 4.0m.				
5.5				12	10	-trace silt pockets from 4.6m.				
6.0				13		-150mm thick silt layer, sandy, low plastic, moist, dark grey, trace oxides, clay lumps at 5.3m.				
6.5				14		-stiff, trace sand lenses from 5.5m.				
7.0				15	9	SAND: Silty, fine grained, saturated, dark grey, trace clay lumps to 11.3m.				
7.5				16		-loose from 7.0m.			Poor sample recovery from auger at 7.5m.	
8.0				17						
8.5				18	13	-compact, trace oxides from 8.5m.	SM		Poor sample recovery from auger at 8.3m.	
9.0				19						
9.5				20						

#172, 2683 BROADMOOR BLVD. SHERWOOD PARK, AB TBH 0G1	LOGGED BY: MD	COMPLETION DEPTH: 14.95 m
	REVIEWED BY: SD	COMPLETION DATE: 5/23/24
	FIGURE NO.: 3	Page 1 of 2



Request for Decision (RFD)

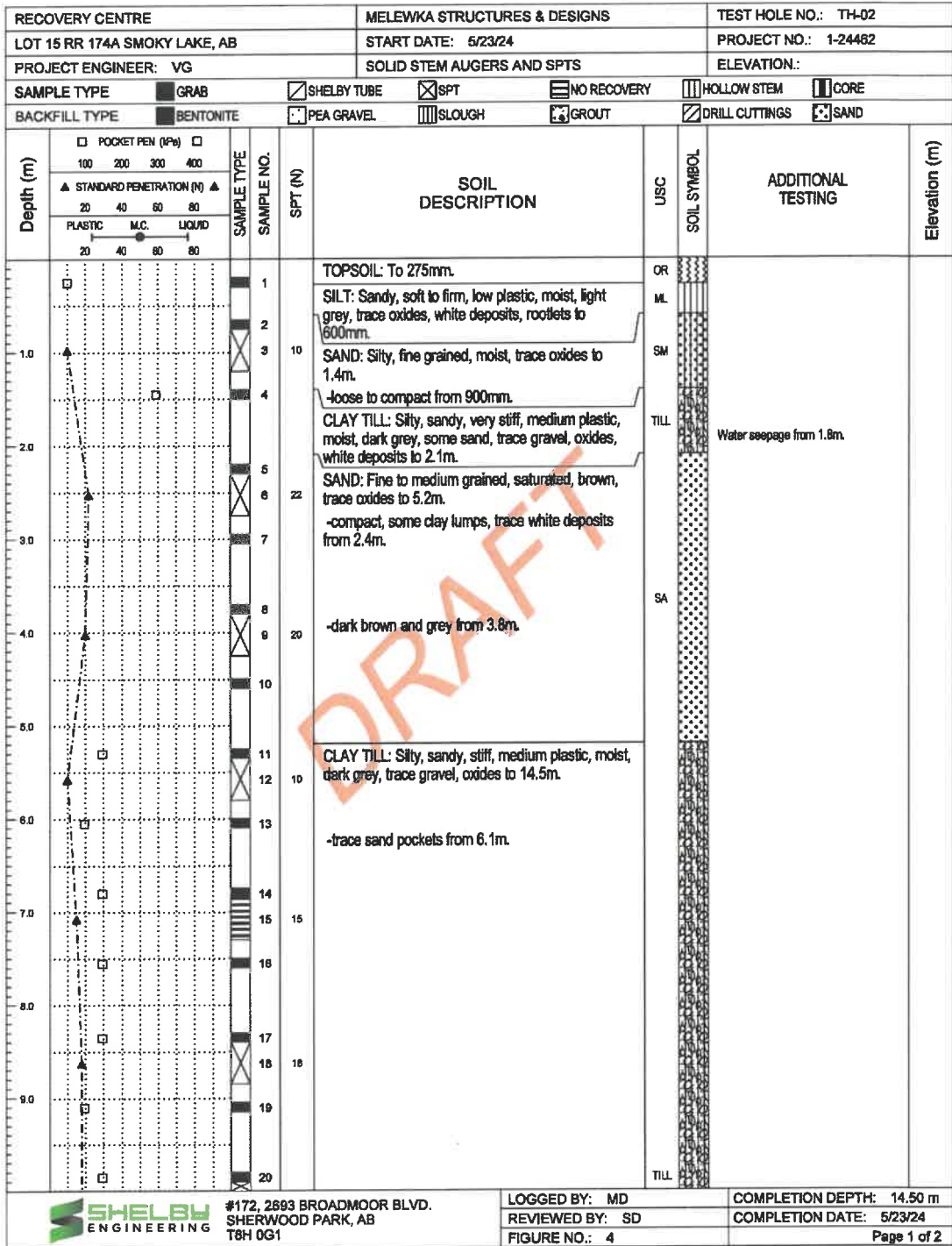
RECOVERY CENTRE		MELEWKA STRUCTURES & DESIGNS		TEST HOLE NO.: TH-01	
LOT 15 RR 174A SMOKY LAKE, AB		START DATE: 5/23/24		PROJECT NO.: 1-24482	
PROJECT ENGINEER: VG		SOLID STEM AUGERS AND SPTS		ELEVATION:	
SAMPLE TYPE <input type="checkbox"/> GRAB <input checked="" type="checkbox"/> SHELBY TUBE <input checked="" type="checkbox"/> SPT <input type="checkbox"/> NO RECOVERY <input type="checkbox"/> HOLLOW STEM <input type="checkbox"/> CORE					
BACKFILL TYPE <input type="checkbox"/> BENTONITE <input type="checkbox"/> PEA GRAVEL <input type="checkbox"/> SLOUGH <input type="checkbox"/> GROUT <input type="checkbox"/> DRILL CUTTINGS <input type="checkbox"/> SAND					

Depth (m)	POCKET PEN (MPa)				SAMPLE TYPE	SAMPLE NO.	SPT (N)	SOIL DESCRIPTION	USC	SOIL SYMBOL	ADDITIONAL TESTING	Elevation (m)
	100	200	300	400								
11.0					21	18	-trace silt pockets from 10.5m.					
12.0					23		CLAY TILL: Silty, sandy, very stiff, medium plastic, moist, dark grey, trace gravel, oxides to 12.0m.	TILL				
12.0					24	22	SAND: Silty, fine to medium grained, saturated, dark grey from 12.0m.				Standpipe installed to 12.2m due to sloughing.	
13.0					27	31	-medium to coarse grained, trace gravel from 13.1m.	SM				
14.0					28		-trace clay lumps from 13.7m.					
15.0					29		CLAY TILL: Silty, sandy, very stiff, medium plastic, moist, dark grey, trace gravel, sand pockets to 14.95m.	TILL				
15.0					30	28	DEPTH OF TEST HOLE 14.95 METRES WATER AT 2.3 METRES UPON COMPLETION SLOUGH TO 6.7 METRES UPON COMPLETION STANDPIPE INSTALLED					

#172, 2683 BROADMOOR BLVD. SHERWOOD PARK, AB T8H 0G1	LOGGED BY: MD	COMPLETION DEPTH: 14.95 m
	REVIEWED BY: SD	COMPLETION DATE: 5/23/24
	FIGURE NO.: 3	Page 2 of 2



Request for Decision (RFD)





Request for Decision (RFD)

RECOVERY CENTRE		MELEWKA STRUCTURES & DESIGNS		TEST HOLE NO.: TH-02	
LOT 15 RR 174A SMOKY LAKE, AB		START DATE: 5/23/24		PROJECT NO.: 1-24462	
PROJECT ENGINEER: VG		SOLID STEM AUGERS AND SPTS		ELEVATION:	
SAMPLE TYPE <input checked="" type="checkbox"/> GRAB		<input checked="" type="checkbox"/> SHELBY TUBE		<input checked="" type="checkbox"/> SPT	
<input type="checkbox"/> NO RECOVERY		<input type="checkbox"/> HOLLOW STEM		<input type="checkbox"/> CORE	
BACKFILL TYPE <input checked="" type="checkbox"/> BENTONITE		<input type="checkbox"/> PEA GRAVEL		<input type="checkbox"/> SLOUGH	
<input type="checkbox"/> GROUT		<input checked="" type="checkbox"/> DRILL CUTTINGS		<input checked="" type="checkbox"/> SAND	

Depth (m)	POCKET PEN (PP)				SAMPLE TYPE	SAMPLE NO.	SPT (N)	SOIL DESCRIPTION	USC	SOIL SYMBOL	ADDITIONAL TESTING	Elevation (m)
	100	200	300	400								
	▲ STANDARD PENETRATION (N) ▲											
	PLASTIC		LIQUID									
	20 40 60 80		20 40 60 80									
11.0						21	18					
12.0						22						
13.0						23						
14.0						24						
15.0						25						
16.0						26						
17.0						27						
18.0												
19.0												

DRAFT

DEPTH OF TEST HOLE 14.5 METRES
 WATER AT 2.0 METRES UPON COMPLETION
 SLOUGH TO 2.1 METRES UPON COMPLETION
 BACKFILLED

No SPTs after 10.35m due to sloughing.

#172, 2693 BROADMOOR BLVD. SHERWOOD PARK, AB T8H 0G1	LOGGED BY: MD	COMPLETION DEPTH: 14.50 m
	REVIEWED BY: SD	COMPLETION DATE: 5/23/24
	FIGURE NO.: 4	Page 2 of 2



Request for Decision (RFD)

RECOVERY CENTRE		MELEWKA STRUCTURES & DESIGNS		TEST HOLE NO.: TH-03	
LOT 15 RR 174A SMOKY LAKE, AB		START DATE: 5/23/24		PROJECT NO.: 1-24462	
PROJECT ENGINEER: VG		SOLID STEM AUGERS AND SPTS		ELEVATION.:	
SAMPLE TYPE <input checked="" type="checkbox"/> GRAB <input checked="" type="checkbox"/> SHELBY TUBE <input checked="" type="checkbox"/> SPT <input type="checkbox"/> NO RECOVERY <input type="checkbox"/> HOLLOW STEM <input type="checkbox"/> CORE					
BACKFILL TYPE <input type="checkbox"/> BENTONITE <input type="checkbox"/> PEA GRAVEL <input type="checkbox"/> SLOUGH <input type="checkbox"/> GROUT <input type="checkbox"/> DRILL CUTTINGS <input type="checkbox"/> SAND					

Depth (m)	POCKET PEN (kPa)				SAMPLE NO.	SAMPLE NO.	SPT (N)	SOIL DESCRIPTION	USC	SOIL SYMBOL	ADDITIONAL TESTING	Elevation (m)
	100	200	300	400								
0.0					1		TOPSOIL: To 250mm.	OR				
0.5					2		SAND: Silty, fine grained, moist, dark brown, trace oxides, clay lumps, rootlets to 600mm.	SA				
1.0					3		CLAY: Silty, some white deposits, firm, medium plastic, brown, trace oxides, coal to 1.2m.	CI		SPT bouncing on rock.		
1.5					4		CLAY TILL: Silty, sandy, very stiff, medium plastic, moist, dark brown, trace gravel, oxides, coal, sand pockets to 5.9m.					
2.0					6		-trace silt pockets from 2.2m					
2.5					8	28	-trace ironstones from 2.3m.				Water seepage from 2.3m.	
3.0					7		-dark grey from 3.0m.					
3.5					8							
4.0					9	15						
4.5					10		-trace white deposits from 4.6m.					
5.0					11							
5.5					12	20						
6.0					13		SAND: Silty, fine grained, saturated, dark grey, trace clay lumps to 7.2m.					
6.5					14							
7.0					15	11						
7.5					16		CLAY TILL: Silty, sandy, stiff, medium plastic, moist, dark grey, trace gravel to 8.85m.					
8.0					17		-trace sand pockets from 7.6m.					
8.5					18	11						
9.0							DEPTH OF TEST HOLE 8.85 METRES WATER AT 4.4 METRES UPON COMPLETION SLOUGH TO 4.6 METRES UPON COMPLETION BACKFILLED					

#172, 2693 BROADMOOR BLVD. SHERWOOD PARK, AB T8H 0G1	LOGGED BY: MD	COMPLETION DEPTH: 8.85 m
	REVIEWED BY: SD	COMPLETION DATE: 5/23/24
	FIGURE NO.: 5	Page 1 of 1



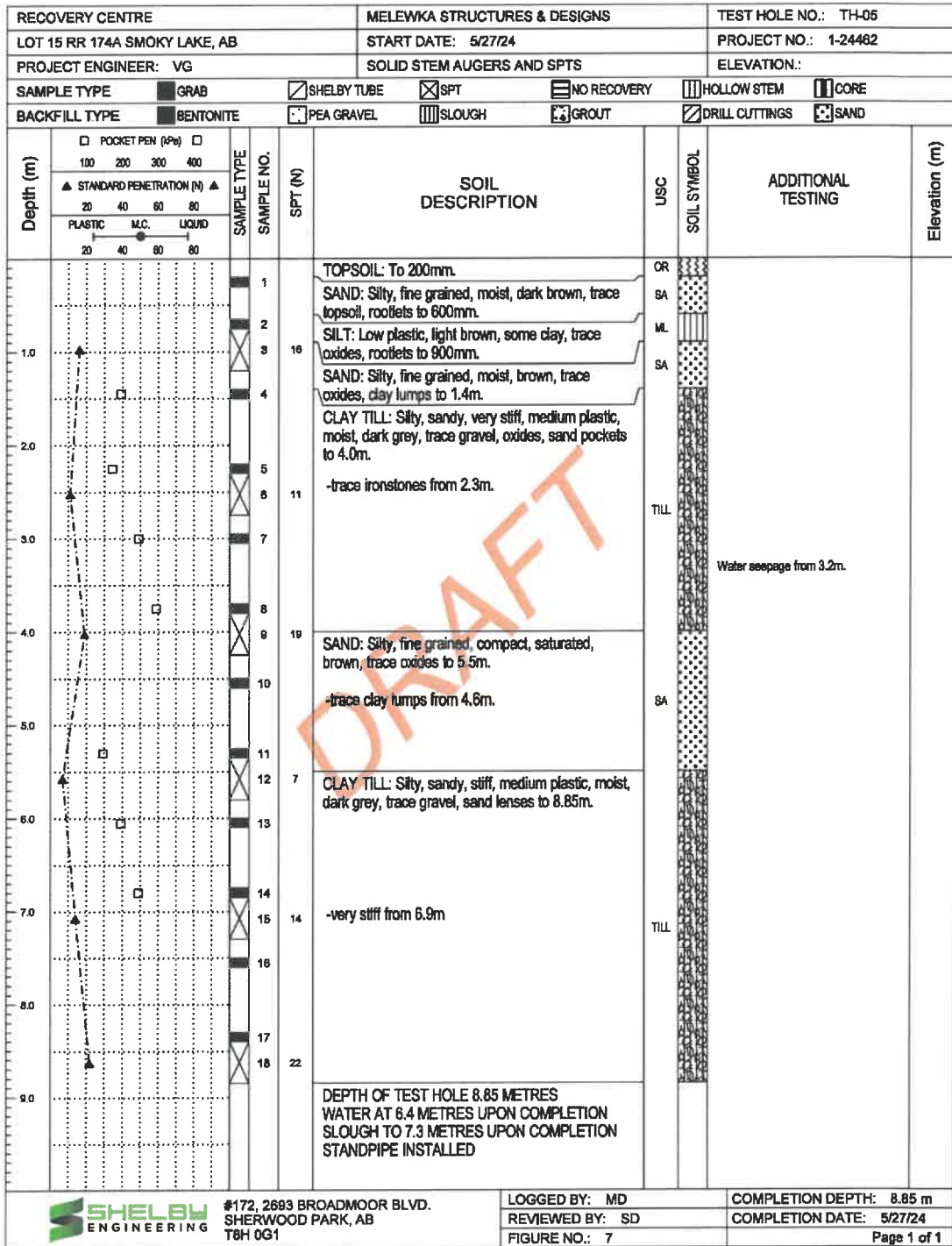
Request for Decision (RFD)

RECOVERY CENTRE		MELEWKA STRUCTURES & DESIGNS		TEST HOLE NO.: TH-04	
LOT 15 RR 174A SMOKY LAKE, AB		START DATE: 5/27/24		PROJECT NO.: 1-24462	
PROJECT ENGINEER: VG		SOLID STEM AUGERS AND SPTS		ELEVATION:	
SAMPLE TYPE <input type="checkbox"/> GRAB <input checked="" type="checkbox"/> SHELBY TUBE <input checked="" type="checkbox"/> SPT <input type="checkbox"/> NO RECOVERY <input type="checkbox"/> HOLLOW STEM <input type="checkbox"/> CORE					
BACKFILL TYPE <input type="checkbox"/> BENTONITE <input type="checkbox"/> PEA GRAVEL <input type="checkbox"/> SLOUGH <input type="checkbox"/> GROUT <input type="checkbox"/> DRILL CUTTINGS <input type="checkbox"/> SAND					

Depth (m)	POCKET PEN (PP) □		SAMPLE TYPE	SAMPLE NO.	SPT (N)	SOIL DESCRIPTION	USC	SOIL SYMBOL	ADDITIONAL TESTING	Elevation (m)		
	100	200									300	400
	▲ STANDARD PENETRATION (N) ▲											
	20	40	60	80								
	PLASTIC		M.C.		LIQUID							
	20	40	60	80								
0.0					1	TOPSOIL: To 150mm.	OR					
1.0					2	SAND: Silty, fine grained, moist, brown, trace oxides to 2.9m. -trace clay lumps from 650mm. -compact from 800mm. -wet from 1.5m.	SA					
				3	14							
				4								
2.0					5	-saturated, trace gravel from 2.3m.						
				6	14							
3.0					7	CLAY TILL: Silty, sandy, stiff, medium plastic, moist, dark grey, trace gravel, oxides, sand pockets to 3.8m.	TILL					
4.0					8	SILT: Low plastic, wet, dark grey, trace sand, clay lumps to 6.7m.	ML					
				9	16							
				10								
				11								
5.0					12	CLAY TILL: Silty, sandy, very stiff, medium plastic, dark grey, trace gravel, silt lenses to 8.85m.	TILL					
				13								
				14								
				15								
6.0					16	CLAY TILL: Silty, sandy, very stiff, medium plastic, dark grey, trace gravel, silt lenses to 8.85m.	TILL					
				17								
				18								
				19								
7.0					20	CLAY TILL: Silty, sandy, very stiff, medium plastic, dark grey, trace gravel, silt lenses to 8.85m.	TILL					
				21								
				22								
				23								
8.0					24	CLAY TILL: Silty, sandy, very stiff, medium plastic, dark grey, trace gravel, silt lenses to 8.85m.	TILL					
				25								
				26								
				27								
9.0					28	CLAY TILL: Silty, sandy, very stiff, medium plastic, dark grey, trace gravel, silt lenses to 8.85m.	TILL					
				29								
				30								
				31								
					32	CLAY TILL: Silty, sandy, very stiff, medium plastic, dark grey, trace gravel, silt lenses to 8.85m.	TILL					
				33								
				34								
				35								
					36	CLAY TILL: Silty, sandy, very stiff, medium plastic, dark grey, trace gravel, silt lenses to 8.85m.	TILL					
				37								
				38								
				39								
					40	CLAY TILL: Silty, sandy, very stiff, medium plastic, dark grey, trace gravel, silt lenses to 8.85m.	TILL					
				41								
				42								
				43								
					44	CLAY TILL: Silty, sandy, very stiff, medium plastic, dark grey, trace gravel, silt lenses to 8.85m.	TILL					
				45								
				46								
				47								
					48	CLAY TILL: Silty, sandy, very stiff, medium plastic, dark grey, trace gravel, silt lenses to 8.85m.	TILL					
				49								
				50								
				51								
					52	CLAY TILL: Silty, sandy, very stiff, medium plastic, dark grey, trace gravel, silt lenses to 8.85m.	TILL					
				53								
				54								
				55								
					56	CLAY TILL: Silty, sandy, very stiff, medium plastic, dark grey, trace gravel, silt lenses to 8.85m.	TILL					
				57								
				58								
				59								
					60	CLAY TILL: Silty, sandy, very stiff, medium plastic, dark grey, trace gravel, silt lenses to 8.85m.	TILL					
				61								
				62								
				63								
					64	CLAY TILL: Silty, sandy, very stiff, medium plastic, dark grey, trace gravel, silt lenses to 8.85m.	TILL					
				65								
				66								
				67								
					68	CLAY TILL: Silty, sandy, very stiff, medium plastic, dark grey, trace gravel, silt lenses to 8.85m.	TILL					
				69								
				70								
				71								
					72	CLAY TILL: Silty, sandy, very stiff, medium plastic, dark grey, trace gravel, silt lenses to 8.85m.	TILL					
				73								
				74								
				75								
					76	CLAY TILL: Silty, sandy, very stiff, medium plastic, dark grey, trace gravel, silt lenses to 8.85m.	TILL					
				77								
				78								
				79								
					80	CLAY TILL: Silty, sandy, very stiff, medium plastic, dark grey, trace gravel, silt lenses to 8.85m.	TILL					
				81								
				82								
				83								
					84	CLAY TILL: Silty, sandy, very stiff, medium plastic, dark grey, trace gravel, silt lenses to 8.85m.	TILL					
				85								
				86								
				87								
					88	CLAY TILL: Silty, sandy, very stiff, medium plastic, dark grey, trace gravel, silt lenses to 8.85m.	TILL					
				89								
				90								
				91								
					92	CLAY TILL: Silty, sandy, very stiff, medium plastic, dark grey, trace gravel, silt lenses to 8.85m.	TILL					
				93								
				94								
				95								
					96	CLAY TILL: Silty, sandy, very stiff, medium plastic, dark grey, trace gravel, silt lenses to 8.85m.	TILL					
				97								
				98								
				99								
					100	CLAY TILL: Silty, sandy, very stiff, medium plastic, dark grey, trace gravel, silt lenses to 8.85m.	TILL					
				101								
				102								
				103								
					104	CLAY TILL: Silty, sandy, very stiff, medium plastic, dark grey, trace gravel, silt lenses to 8.85m.	TILL					
				105								
				106								
				107								
					108	CLAY TILL: Silty, sandy, very stiff, medium plastic, dark grey, trace gravel, silt lenses to 8.85m.	TILL					
				109								
				110								
				111								
					112	CLAY TILL: Silty, sandy, very stiff, medium plastic, dark grey, trace gravel, silt lenses to 8.85m.	TILL					
				113								
				114								
				115								
					116	CLAY TILL: Silty, sandy, very stiff, medium plastic, dark grey, trace gravel, silt lenses to 8.85m.	TILL					
				117								
				118								
				119								
					120	CLAY TILL: Silty, sandy, very stiff, medium plastic, dark grey, trace gravel, silt lenses to 8.85m.	TILL					
				121								
				122								
				123								
					124	CLAY TILL: Silty, sandy, very stiff, medium plastic, dark grey, trace gravel, silt lenses to 8.85m.	TILL					
				125								
				126								
				127								
					128	CLAY TILL: Silty, sandy, very stiff, medium plastic, dark grey, trace gravel, silt lenses to 8.85m.	TILL					
				129								
				130								
				131								
					132	CLAY TILL: Silty, sandy, very stiff, medium plastic, dark grey, trace gravel, silt lenses to 8.85m.	TILL					
				133								
				134								
				135								
					136	CLAY TILL: Silty, sandy, very stiff, medium plastic, dark grey, trace gravel, silt lenses to 8.85m.	TILL					
				137								
				138								
				139								
					140	CLAY TILL: Silty, sandy, very stiff, medium plastic, dark grey, trace gravel, silt lenses to 8.85m.	TILL					
				141								
				142								
				143								
					144	CLAY TILL: Silty, sandy, very stiff, medium plastic, dark grey, trace gravel, silt lenses to 8.85m.	TILL					
				145								
				146								
				147								
					148	CLAY TILL: Silty, sandy, very stiff, medium plastic, dark grey, trace gravel, silt lenses to 8.85m.	TILL					
				149								
				150								
				151								
					152	CLAY TILL: Silty, sandy, very stiff, medium plastic, dark grey, trace gravel, silt lenses to 8.85m.	TILL					
				153								
				154								
				155								
					156	CLAY TILL: Silty, sandy, very stiff, medium plastic, dark grey, trace gravel, silt lenses to 8.85m.	TILL					
				157								
				158								
				159								
					160	CLAY TILL: Silty, sandy, very stiff, medium plastic, dark grey, trace gravel, silt lenses to 8.85m.	TILL					
				161								
				162								
				163								
					164	CLAY TILL: Silty, sandy, very stiff, medium plastic, dark grey, trace gravel, silt lenses to 8.85m.	TILL					
				165								
				166								
				167								
					168	CLAY TILL: Silty, sandy, very stiff, medium plastic, dark grey, trace gravel, silt lenses to 8.85m.	TILL					
				169								
				170								
				171								
					172	CLAY TILL: Silty, sandy, very stiff, medium plastic, dark grey, trace gravel, silt lenses to 8.85m.	TILL					
				173								
				174								
				175								
					176	CLAY TILL: Silty, sandy, very stiff, medium plastic, dark grey, trace gravel, silt lenses to 8.85m.	TILL					
				177								
				178								
				179								
					180	CLAY TILL: Silty, sandy, very stiff, medium plastic, dark grey, trace gravel, silt lenses to 8.85m.	TILL					
				181								
				182								
				183								
					184	CLAY TILL: Silty, sandy, very stiff, medium plastic, dark grey, trace gravel, silt lenses to 8.85m.	TILL					
				185								
				186								
				187								
					188	CLAY TILL: Silty, sandy, very stiff, medium plastic, dark grey, trace gravel, silt lenses to 8.85m.	TILL					
				189								
				190								



Request for Decision (RFD)





Request for Decision (RFD)

RECOVERY CENTRE		MELEWKA STRUCTURES & DESIGNS		TEST HOLE NO.: TH-06	
LOT 15 RR 174A SMOKY LAKE, AB		START DATE: 5/27/24		PROJECT NO.: 1-24482	
PROJECT ENGINEER: VG		SOLID STEM AUGERS AND SPTS		ELEVATION:	
SAMPLE TYPE <input checked="" type="checkbox"/> GRAB		<input checked="" type="checkbox"/> SHELBY TUBE <input checked="" type="checkbox"/> SPT		<input type="checkbox"/> NO RECOVERY <input type="checkbox"/> HOLLOW STEM <input type="checkbox"/> CORE	
BACKFILL TYPE <input checked="" type="checkbox"/> BENTONITE		<input type="checkbox"/> PEA GRAVEL <input type="checkbox"/> SLOUGH		<input type="checkbox"/> GROUT <input type="checkbox"/> DRILL CUTTINGS <input type="checkbox"/> SAND	

Depth (m)	POCKET PEN (PP) □				SAMPLE TYPE	SAMPLE NO.	SPT (N)	SOIL DESCRIPTION	USC	SOIL SYMBOL	ADDITIONAL TESTING	Elevation (m)
	100	200	300	400								
0.0							TOPSOIL: To 150mm.	OR				
0.5							SAND: Fine to medium grained, moist, brown, trace gravel, oxides, rootlets, clay lumps to 600mm.	SA				
1.0							CLAY TILL: Silty, sandy, firm, medium plastic, moist, brown, trace gravel, oxides, white deposits to 3.4m. -trace coal specks from 900mm.	TILL				
1.5							-and sand, saturated from 3.0m.					
2.0							SAND: Silty, fine grained, saturated, brown, trace oxides to 4.4m.	SA				
2.5							SILT: Non-plastic to low plastic, moist, dark grey, trace sand lenses to 5.2m.	NP-ML				
3.0							SAND: Silty, fine grained, saturated, brown, trace clay lumps to 5.8m.	SA				
3.5							DEPTH OF TEST HOLE 5.8 METRES WATER AT 2.4 METRES UPON COMPLETION SLOUGH TO 4.0 METRES UPON COMPLETION BACKFILLED					

	#172, 2893 BROADMOOR BLVD. SHERWOOD PARK, AB T8H 0G1	LOGGED BY: MD	COMPLETION DEPTH: 5.80 m
		REVIEWED BY: SD	COMPLETION DATE: 5/27/24
		FIGURE NO.: 8	Page 1 of 1



Request for Decision (RFD)

RECOVERY CENTRE		MELEWKA STRUCTURES & DESIGNS		TEST HOLE NO.: TH-07				
LOT 15 RR 174A SMOKY LAKE, AB		START DATE: 5/27/24		PROJECT NO.: 1-24482				
PROJECT ENGINEER: VG		SOLID STEM AUGERS AND SPTS		ELEVATION:				
SAMPLE TYPE <input type="checkbox"/> GRAB <input checked="" type="checkbox"/> SHELBY TUBE <input checked="" type="checkbox"/> SPT <input type="checkbox"/> NO RECOVERY <input type="checkbox"/> HOLLOW STEM <input type="checkbox"/> CORE		BACKFILL TYPE <input type="checkbox"/> BENTONITE <input type="checkbox"/> PEA GRAVEL <input type="checkbox"/> SLOUGH <input type="checkbox"/> GROUT <input type="checkbox"/> DRILL CUTTINGS <input type="checkbox"/> SAND						
Depth (m)	<input type="checkbox"/> POCKET PEN (PP) <input type="checkbox"/>	SAMPLE NO.	SPT (N)	SOIL DESCRIPTION	USC	SOIL SYMBOL	ADDITIONAL TESTING	Elevation (m)
	100 200 300 400							
	<input type="checkbox"/> STANDARD PENETRATION (N) <input type="checkbox"/>							
	20 40 60 80							
	PLASTIC M.C. LIQUID							
	20 40 60 80							
0.0		1		TOPSOIL: To 150mm.	OR			
0.5		2		SAND: Medium to coarse grained, moist, brown, trace gravel, oxides, rootlets to 600mm.	SA			
1.0		3	7	CLAY TILL: Silty, sandy, stiff, medium plastic, moist, brown, trace gravel, oxides, white deposits, sand pockets to 800mm.	TILL SA		Water seepage from 900mm.	
1.5		4		SAND: Silty, loose, fine grained, moist, brown, trace oxides to 1.4m.				
2.0		5		CLAY TILL: Silty, sandy, stiff, medium plastic, moist, brown, trace gravel, oxides, coal, sand pockets to 5.6m				
2.5		6	8					
3.0		7						
3.5		8						
4.0		9	24	-very stiff from 4.0m.				
4.5		10						
5.0		11						
5.5		12	16	-stiff to very stiff from 5.5m.				
6.0				DEPTH OF TEST HOLE 5.8 METRES WATER AT 4.6 METRES UPON COMPLETION NO SLOUGH UPON COMPLETION BACKFILLED				
7.0								
8.0								
9.0								
		#172, 2693 BROADMOOR BLVD. SHERWOOD PARK, AB T8H 0G1		LOGGED BY: MD REVIEWED BY: SD FIGURE NO.: 9		COMPLETION DEPTH: 5.80 m COMPLETION DATE: 5/27/24		Page 1 of 1



Request for Decision (RFD)

RECOVERY CENTRE		MELEWKA STRUCTURES & DESIGNS		TEST HOLE NO.: TH-08	
LOT 15 RR 174A SMOKY LAKE, AB		START DATE: 5/27/24		PROJECT NO.: 1-24482	
PROJECT ENGINEER: VG		SOLID STEM AUGERS AND SPTS		ELEVATION.:	
SAMPLE TYPE <input checked="" type="checkbox"/> GRAB		<input checked="" type="checkbox"/> SHELBY TUBE		<input checked="" type="checkbox"/> SPT	
<input type="checkbox"/> NO RECOVERY		<input type="checkbox"/> HOLLOW STEM		<input type="checkbox"/> CORE	
BACKFILL TYPE <input checked="" type="checkbox"/> BENTONITE		<input type="checkbox"/> PEA GRAVEL		<input type="checkbox"/> SLOUGH	
<input type="checkbox"/> GROUT		<input type="checkbox"/> DRILL CUTTINGS		<input type="checkbox"/> SAND	

Depth (m)	POCKET PEN (PP)				SAMPLE TYPE	SAMPLE NO.	SPT (N)	SOIL DESCRIPTION	USC	SOIL SYMBOL	ADDITIONAL TESTING	Elevation (m)
	100	200	300	400								
0.0							TOPSOIL: To 250mm.	OR				
0.5							CLAY: Silty, soft, low plastic, moist, dark grey, trace oxides, topsoil, rootlets to 600mm.	CL				
1.0						12	SILT: Soft to firm, low plastic, moist, light grey, trace oxides, white deposits, topsoil to 1.4m. -trace gravel, sand pockets from 900mm.	ML				
1.5							CLAY TILL: Silty, firm to stiff, medium plastic, moist, brown, some sand, trace gravel, oxides, sand pockets to 2.6m. -trace coal from 1.8m.	TILL			Water seepage from 1.8m.	
2.0												
2.5						14	SAND: Compact, medium to coarse grained, saturated, brown, trace gravel, oxides to 2.9m.	SA				
3.0						7	SILT: Non-plastic to low plastic, wet, dark grey to 4.0m.	NP-ML				
3.5												
4.0						46	CLAY TILL: Silty, sandy, hard, medium plastic, moist, dark grey, trace gravel, oxides to 4.3m.	TILL				
4.5							DEPTH OF TEST HOLE 4.3 METRES WATER AT 3.0 METRES UPON COMPLETION SLOUGH TO 3.7 METRES UPON COMPLETION STANDPIPE INSTALLED					

#172, 2693 BROADMOOR BLVD. SHERWOOD PARK, AB T8H 0G1	LOGGED BY: MD	COMPLETION DEPTH: 4.25 m
	REVIEWED BY: SD	COMPLETION DATE: 5/27/24
	FIGURE NO.: 10	Page 1 of 1



Request for Decision (RFD)

RECOVERY CENTRE		MELEWKA STRUCTURES & DESIGNS		TEST HOLE NO.: TH-09	
LOT 15 RR 174A SMOKY LAKE, AB		START DATE: 5/27/24		PROJECT NO.: 1-24462	
PROJECT ENGINEER: VG		SOLID STEM AUGERS AND SPTS		ELEVATION:	
SAMPLE TYPE <input type="checkbox"/> GRAB <input checked="" type="checkbox"/> SHELBY TUBE <input checked="" type="checkbox"/> SPT <input type="checkbox"/> NO RECOVERY <input type="checkbox"/> HOLLOW STEM <input type="checkbox"/> CORE					
BACKFILL TYPE <input type="checkbox"/> BENTONITE <input type="checkbox"/> PEA GRAVEL <input type="checkbox"/> SLOUGH <input type="checkbox"/> GROUT <input type="checkbox"/> DRILL CUTTINGS <input type="checkbox"/> SAND					

Depth (m)	POCKET PEN (PPe)		SAMPLE TYPE	SAMPLE NO.	SPT (N)	SOIL DESCRIPTION	USC	SOIL SYMBOL	ADDITIONAL TESTING	Elevation (m)
	100	200								
0.0						TOPSOIL: To 250mm.	GR			
0.5						SAND: Silty, fine grained, moist, brown, trace gravel, oxides, topsoil, rootlets to 600mm.	SM			
1.0					7	SILT: And sand, low plastic, moist, brown, trace gravel, oxides, white deposits to 900mm.	ML			
1.5						CLAY TILL: Silty, sandy, firm, medium plastic, moist, dark grey, trace gravel, oxides to 4.3m. -trace coal from 1.5m.				
2.0						-trace ironstones from 2.3m.				
2.5					12		TILL			
3.0					7	-some sand pockets from 2.9m.			Water seepage from 3.0m.	
3.5										
4.0					32					
4.3						DEPTH OF TEST HOLE 4.3 METRES WATER AT 3.2 METRES UPON COMPLETION SLOUGH TO 3.7 METRES UPON COMPLETION BACKFILLED				

#172, 2693 BROADMOOR BLVD. SHERWOOD PARK, AB T8H 0G1	LOGGED BY: MD	COMPLETION DEPTH: 4.25 m
	REVIEWED BY: SD	COMPLETION DATE: 5/27/24
	FIGURE NO.: 11	Page 1 of 1



Request for Decision (RFD)

RECOVERY CENTRE		MELEWKA STRUCTURES & DESIGNS		TEST HOLE NO.: TH-10		
LOT 15 RR 174A SMOKY LAKE, AB		START DATE: 5/27/24		PROJECT NO.: 1-24462		
PROJECT ENGINEER: VG		SOLID STEM AUGERS AND SPTS		ELEVATION:		
SAMPLE TYPE <input checked="" type="checkbox"/> GRAB		<input checked="" type="checkbox"/> SHELBY TUBE	<input checked="" type="checkbox"/> SPT	<input type="checkbox"/> NO RECOVERY	<input type="checkbox"/> HOLLOW STEM	<input type="checkbox"/> CORE
BACKFILL TYPE <input checked="" type="checkbox"/> BENTONITE		<input type="checkbox"/> PEA GRAVEL	<input type="checkbox"/> SLOUGH	<input type="checkbox"/> GROUT	<input type="checkbox"/> DRILL CUTTINGS	<input type="checkbox"/> SAND

Depth (m)	POCKET PEN (kPa)		SAMPLE TYPE	SAMPLE NO.	SPT (N)	SOIL DESCRIPTION	USC	SOIL SYMBOL	ADDITIONAL TESTING	Elevation (m)
	100	200								
0.0						TOPSOIL: To 250mm.	OR			
0.5						SILT: Low plastic, moist, black, some topsoil, trace rootlets, sand to 600mm.	ML			
1.0					8	SAND: Silty, fine grained, moist, brown, trace oxides, silt pockets to 1.4m. -loose, trace gravel from 900mm.	SA			
1.5						CLAY TILL: Silty, sandy, very stiff, medium plastic, moist, dark brown, trace gravel, oxides, sand lenses to 3.4m.	TILL			
2.0						-stiff, trace ironstones from 2.3m.	TILL			
2.5					11					
3.0										
3.5										
4.0					17	SILT: Low plastic, moist, dark brown, trace gravel, oxides, clay lumps to 3.6m.	ML			
4.5						CLAY TILL: Silty, sandy, very stiff, medium plastic, moist, dark grey, trace gravel, oxides to 4.3m.	TILL			
5.0						DEPTH OF TEST HOLE 4.3 METRES DRY UPON COMPLETION NO SLOUGH UPON COMPLETION BACKFILLED				

#172, 2893 BROADMOOR BLVD. SHERWOOD PARK, AB T8H 0G1	LOGGED BY: MD	COMPLETION DEPTH: 4.25 m
	REVIEWED BY: SD	COMPLETION DATE: 5/27/24
	FIGURE NO.: 12	Page 1 of 1



Request for Decision (RFD)

RECOVERY CENTRE		MELEWKA STRUCTURES & DESIGNS		TEST HOLE NO.: TH-11		
LOT 15 RR 174A SMOKY LAKE, AB		START DATE: 5/23/24		PROJECT NO.: 1-24482		
PROJECT ENGINEER: VG		SOLID STEM AUGERS		ELEVATION: .		
SAMPLE TYPE <input checked="" type="checkbox"/> GRAB		<input checked="" type="checkbox"/> SHELBY TUBE	<input checked="" type="checkbox"/> SPT	<input type="checkbox"/> NO RECOVERY	<input type="checkbox"/> HOLLOW STEM	<input type="checkbox"/> CORE
BACKFILL TYPE <input checked="" type="checkbox"/> BENTONITE		<input type="checkbox"/> PEA GRAVEL	<input type="checkbox"/> SLOUGH	<input type="checkbox"/> GROUT	<input type="checkbox"/> DRILL CUTTINGS	<input type="checkbox"/> SAND

Depth (m)	POCKET PEN (Pp)		SAMPLE TYPE	SAMPLE NO.	SPT (N)	SOIL DESCRIPTION	USC	SOIL SYMBOL	ADDITIONAL TESTING	Elevation (m)	
	100	200									300
0.0						TOPSOIL: To 200mm.	OR				
0.5						CLAY TILL: Silty, sandy, very stiff, medium plastic, moist, trace gravel, oxides, sand lenses, white deposits to 2.3m. -trace coal specks from 800mm.	TILL				
1.0											
2.0						DEPTH OF TEST HOLE 2.3 METRES DRY UPON COMPLETION NO SLOUGH UPON COMPLETION BACKFILLED					
3.0											
4.0											
5.0											
6.0											
7.0											
8.0											
9.0											

#172, 2693 BROADMOOR BLVD. SHERWOOD PARK, AB T8H 0G1	LOGGED BY: MD	COMPLETION DEPTH: 2.30 m
	REVIEWED BY: SD	COMPLETION DATE: 5/23/24
	FIGURE NO.: 13	Page 1 of 1



Request for Decision (RFD)

RECOVERY CENTRE		MELEWKA STRUCTURES & DESIGNS		TEST HOLE NO.: TH-12	
LOT 15 RR 174A SMOKY LAKE, AB		START DATE: 5/23/24		PROJECT NO.: 1-24482	
PROJECT ENGINEER: VG		SOLID STEM AUGERS		ELEVATION.:	
SAMPLE TYPE <input checked="" type="checkbox"/> GRAB		<input checked="" type="checkbox"/> SHELBY TUBE		<input checked="" type="checkbox"/> SPT	
<input type="checkbox"/> NO RECOVERY		<input type="checkbox"/> HOLLOW STEM		<input type="checkbox"/> CORE	
BACKFILL TYPE <input checked="" type="checkbox"/> BENTONITE		<input type="checkbox"/> PEA GRAVEL		<input type="checkbox"/> SLOUGH	
<input type="checkbox"/> GROUT		<input checked="" type="checkbox"/> DRILL CUTTINGS		<input type="checkbox"/> SAND	

Depth (m)	POCKET PEN (PPe)		SAMPLE TYPE	SAMPLE NO.	SPT (N)	SOIL DESCRIPTION	USC	SOIL SYMBOL	ADDITIONAL TESTING	Elevation (m)
	100	200								
0.0						TOPSOIL: To 200mm.	OR			
0.5				1		CLAY TILL: Silty, sandy, stiff, medium plastic, moist, brown, trace gravel, oxides, white deposits, sand lenses to 600mm.	TILL			
1.0				2		CLAY: Silty, firm, medium plastic, brown, trace gravel, oxides, white deposits, sand lenses to 600mm.	CI			
1.5				3		CLAY TILL: Silty, sandy, very stiff, medium plastic, moist, dark grey, trace gravel, oxides, sand pockets to 2.1m.	TILL			
2.0				4		SAND: Silty, fine grained, saturated, grey, trace oxides, clay lumps to 2.3m.	SA			
2.3	DEPTH OF TEST HOLE 2.3 METRES DRY UPON COMPLETION NO SLOUGH UPON COMPLETION BACKFILLED									

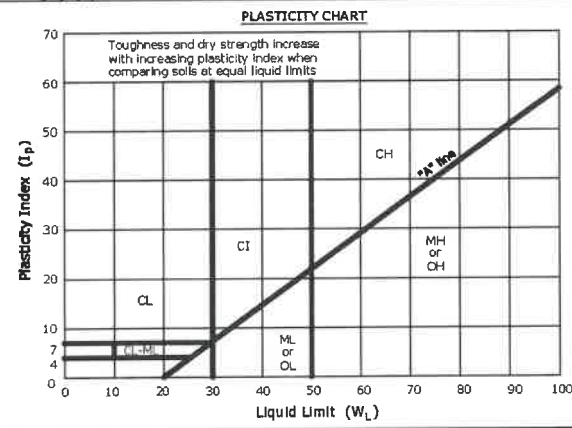
#172, 2693 BROADMOOR BLVD. SHERWOOD PARK, AB T8H 0G1	LOGGED BY: MD	COMPLETION DEPTH: 2.30 m
	REVIEWED BY: SD	COMPLETION DATE: 5/23/24
	FIGURE NO.: 14	Page 1 of 1



Request for Decision (RFD)

SOIL CLASSIFICATION SYSTEM (MODIFIED U.S.C.)					
MAJOR DIVISION		GROUP SYMBOL	GRAPHIC SYMBOL	GROUP NAME	LABORATORY CLASSIFICATION CRITERIA
HIGHLY ORGANIC SOILS		PT		PEAT AND OTHER HIGHLY ORGANIC SOILS	STRONG COLOR OR ODOR, AND OFTEN FIBROUS TEXTURE
COARSE-GRAINED SOILS MORE THAN 50% RETAINED ON NO. 200 SIEVE	GRAVELS MORE THAN 50% OF COARSE FRACTION RETAINED ON NO. 4 SIEVE	GW		WELL-GRADED GRAVELS, GRAVEL-SAND MIXTURES, < 5% FINES	$C_u = \frac{D_{60}}{D_{10}} > 4$ $1 \leq C_c = \frac{(D_{30})^2}{D_{20} \times D_{60}} \leq 3$
		GP		POORLY-GRADED GRAVELS, GRAVEL-SAND MIXTURES, < 5% FINES	NOT MEETING ALL ABOVE REQUIREMENTS
		GM		SILTY GRAVELS, GRAVEL-SAND-SILT MIXTURES, > 12% FINES	ATTERBERG LIMITS BELOW "A" LINE OR $I_p < 4$
		GC		CLAYEY GRAVELS, GRAVEL-SAND-CLAY MIXTURES, > 12% FINES	ATTERBERG LIMITS ABOVE "A" LINE OR $I_p > 7$
	SANDS MORE THAN 50% OF COARSE FRACTION PASSES NO. 4 SIEVE	SW		WELL-GRADED SANDS, GRAVELLY SANDS, < 5% FINES	$C_u > 6$ and $1 \leq C_c \leq 3$
		SP		POORLY-GRADED SANDS, OR GRAVELLY SANDS, < 5% FINES	NOT MEETING ALL ABOVE REQUIREMENTS
		SM		SILTY SANDS, SAND-SILT MIXTURES, > 12% FINES	ATTERBERG LIMITS BELOW "A" LINE OR $I_p < 4$
		SC		CLAYEY SANDS, SAND-CLAY MIXTURES, > 12% FINES	ATTERBERG LIMITS ABOVE "A" LINE OR $I_p > 7$
FINE-GRAINED SOILS MORE THAN 50% PASSES NO. 200 SIEVE	SILTS BELOW "A" LINE ON PLASTICITY CHART; NEGLECTIBLE ORGANIC CONTENT	ML		INORGANIC SILTS AND VERY FINE SANDS, ROCK FLOUR, SILTY SANDS OF SLIGHT PLASTICITY	$W_L < 50$
		MH		INORGANIC SILTS, MICACEOUS OR DIATOMACEOUS, FINE SANDY OR SILTY SOILS	$W_L > 50$
	CLAYS ABOVE "A" LINE ON PLASTICITY CHART; NEGLECTIBLE ORGANIC CONTENT	CL		INORGANIC CLAYS OF LOW PLASTICITY, GRAVELLY, SANDY, OR SILTY CLAYS, LEAN CLAYS	$W_L < 30$
		CI		INORGANIC CLAYS OF MEDIUM PLASTICITY, SILTY CLAYS	$30 < W_L < 50$
	ORGANIC SILTS AND ORGANIC CLAYS BELOW "A" LINE ON PLASTICITY CHART	OL		ORGANIC SILTS AND ORGANIC SILTY CLAYS OF LOW PLASTICITY	$W_L < 50$
		OH		ORGANIC CLAYS OF HIGH PLASTICITY	$W_L > 50$

- All sieve sizes mentioned on this chart are U.S. Standard, ASTM E11
- Boundary classifications possessing characteristics of two groups are given combined group symbols. eg. GW-GC is a well-graded gravel-sand mixture with clay binder of between 5% and 12%.
- Soil fractions and limiting textural boundaries are in accordance with the Unified Soil Classification System (ASTM D2487), except that an inorganic clay of medium plasticity (CI) is recognized.
- The following adjectives may be employed to define percentage ranges by weight of minor components (per Canadian Foundation Engineering Manual, 1992):
 - And - 35% to 50%
 - (y/ey) - 20% to 35%
 - Some - 10% to 20%
 - Trace - 1% to 10%



SOIL CLASSIFICATION CHART



Request for Decision (RFD)



29 July 2005
File: TRAFFIC IMPACT RECOMMENDATIONS.DOC
Project No.: EDT050055

Wing Choy
2nd fl Provincial Building
4709 – 44 Avenue
Stony Plain T7Z 1N4

Dear Wing,

**Re : Hwy 855 /Metis Crossing Intersection
Traffic Impact Assessment**

AMEC has been commissioned to conduct a Traffic Impact Assessment at the Hwy 855 / Victoria Trail Intersection where the Métis Crossing project is to be located.

Information contained in this assessment is based on existing mosaics, correspondence with Juanita Marois (Métis Crossing), along with measurements and observations obtained by AMEC Infrastructure Limited (AMEC) during a site inspection

An intersection design system (IDS) analysis was performed using the projected traffic volume given to us by Juanita Marois and traffic volume records obtained from AIT (Alberta Infrastructure and Transportation). Results indicate that the intersection requires Type 3b treatment. The analysis, photos, projected traffic volumes and a plan of a typical Type 3b treatment are attached for your records.

Issues:

- The distance from the north end of the bridge to the intersection is approximately 170m and is equal to the distance required to construct the southwest taper of the intersection. There appears to be no visible obstruction for the remaining three tapers.
- The existing 4 legged intersection is slightly offset with the west leg 4m further south than the right leg.
- Powerpoles on the north side of Victoria Trail appear to be within the existing road right of way.
- Existing guardrail adjacent to the highway extends north from the bridge abutment to the access road and around the flare.
- Site distance in both directions appears to be adequate.
- It assumes that there will be no development to the west of Hwy 855 and only local traffic will be using the west leg.
- Conceptual design provided by Métis Crossing showing development adjacent to Hwy 855 and Victoria Trail.

AMEC Infrastructure Limited
130 Sioux Road
Sherwood Park, Alberta
T8A 3X5
Tel (780) 464-4550
Fax (780) 464-4533

www.amec.com



Request for Decision (RFD)

Métis Crossing / Hwy 855 Intersection Assessment
EDT 05 0055
July, 2005



Recommendations:

- Type 3b intersection treatment.
- Have review meeting with AIT, Métis Crossing and Smoky Lake County.
- After agreement is reached, proceed to preliminary survey and design.
- Complete field survey and preliminary design for review with AIT, Métis Crossing and Smoky Lake County.

Please review and if you have any questions please do not hesitate to call me.

Regards,

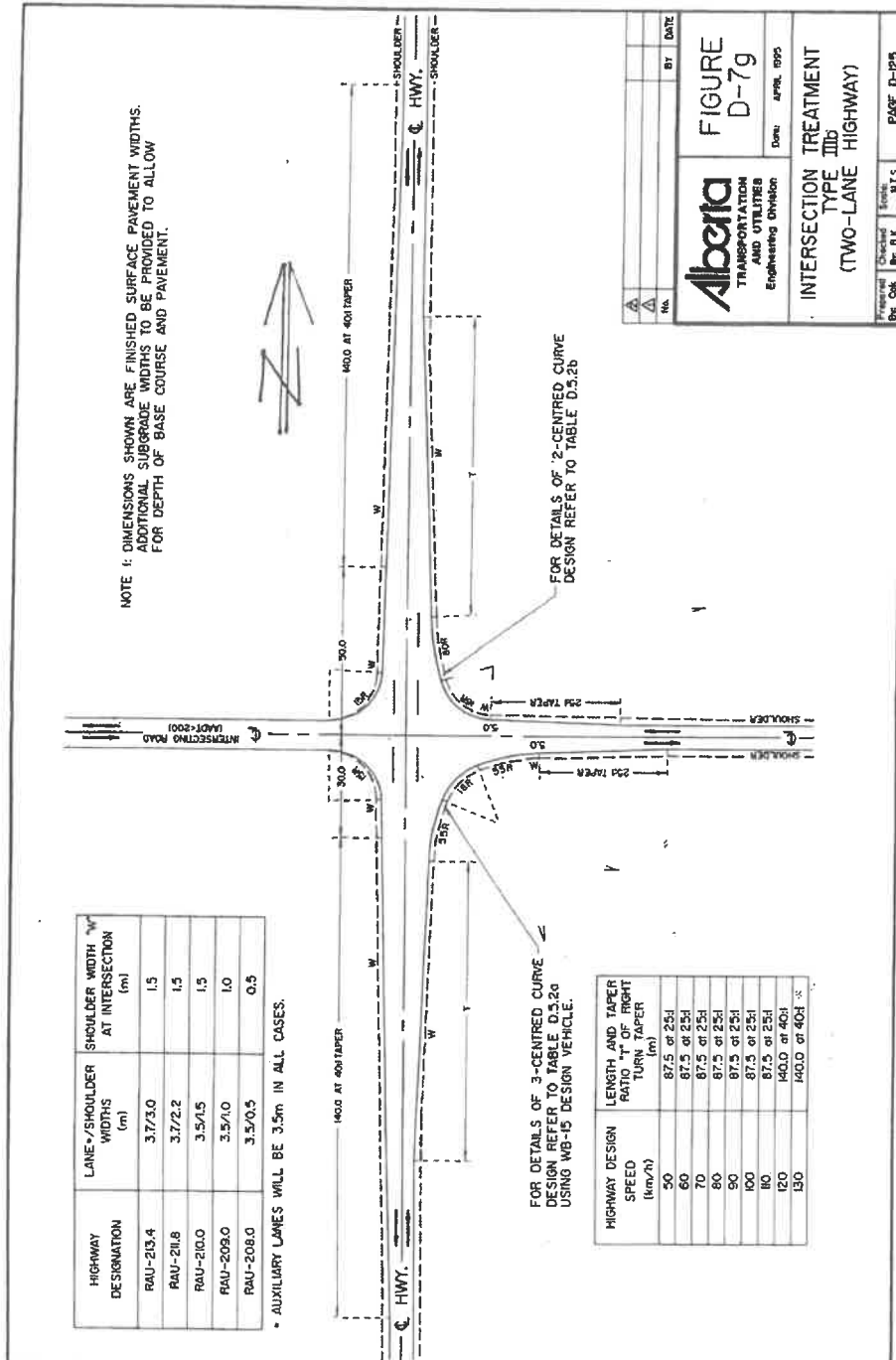
Adam Brown, EIT
Project Engineer

c: Gabe Rohr, AMEC Infrastructure Limited
Hal Cook, AMEC Infrastructure Limited
Juanita Marois, Métis Crossing
Cary Smigerowsky, Smoky Lake County

Traffic Impact Recommendations.doc

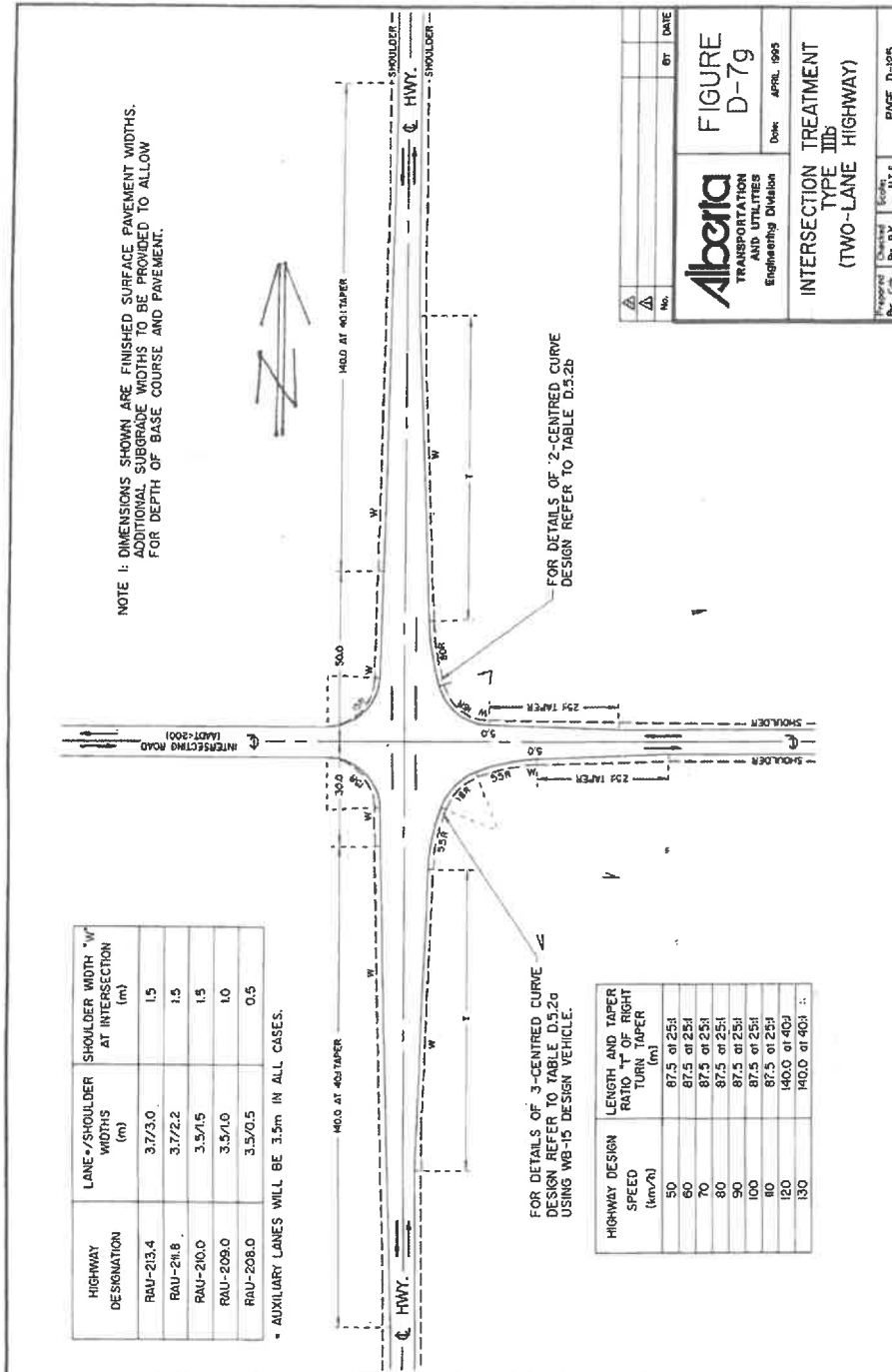


Request for Decision (RFD)





Request for Decision (RFD)



Project No.	Figure
Design No.	D-7g
Scale	DATE
Sheet No.	APRIL 1993
Alberta TRANSPORTATION AND UTILITIES Engineering Division	
INTERSECTION TREATMENT TYPE IIIb (TWO-LANE HIGHWAY)	
Prepared By: S.K.	Checked By: S.K.
Scale: 1:1	Page: D-125



Request for Decision (RFD)

Page 1 of 2

Rohr, Gabe

From: Brown, Adam J (Sherwood Park)
Sent: Tuesday, November 15, 2005 10:52 AM
To: Wing.Choy@gov.ab.ca; Holman, Gord
Cc: Rohr, Gabe; Kayne, Glen M; jmarois@metis.org; Rob.Lonson@gov.ab.ca; Andy.Brown@gov.ab.ca; csmigerowsky@smokylakecounty.ab.ca; Brown, Adam J (Sherwood Park)
Subject: RE: Hwy 855 / Metis Crossing Intersection Treatment
Attachments: Traffic Impact Assessment.pdf

Gentlemen,

A copy of the report is attached for your review.

thanks,

Adam

From: Wing.Choy@gov.ab.ca [mailto:Wing.Choy@gov.ab.ca]
Sent: Tuesday, November 15, 2005 8:35 AM
To: Holman, Gord
Cc: Rohr, Gabe; Kayne, Glen M; Brown, Adam J (Sherwood Park); jmarois@metis.org; Rob.Lonson@gov.ab.ca; Andy.Brown@gov.ab.ca; csmigerowsky@smokylakecounty.ab.ca
Subject: RE: Hwy 855 / Metis Crossing Intersection Treatment

Gord

It works for me. See you there.

Can you resend a copy of the report to everybody before the meeting ? Thanks.

Wing

From: Holman, Gord [mailto:gord.holman@amec.com]
Sent: Monday, November 14, 2005 3:47 PM
To: Wing.Choy@gov.ab.ca; jmarois@metis.org; Rob.Lonson@gov.ab.ca; Andy.Brown@gov.ab.ca; csmigerowsky@smokylakecounty.ab.ca
Cc: Rohr, Gabe; Kayne, Glen M; Brown, Adam J (Sherwood Park)
Subject: RE: Hwy 855 / Metis Crossing Intersection Treatment

We can have Wednesday morning at 10:00am if that will work better for everyone

From: Wing.Choy@gov.ab.ca [mailto:Wing.Choy@gov.ab.ca]
Sent: Monday, November 14, 2005 3:32 PM
To: Holman, Gord; jmarois@metis.org; Rob.Lonson@gov.ab.ca; Andy.Brown@gov.ab.ca; csmigerowsky@smokylakecounty.ab.ca
Cc: Rohr, Gabe; Kayne, Glen M; Brown, Adam J (Sherwood Park)
Subject: RE: Hwy 855 / Metis Crossing Intersection Treatment

11/15/2005



Request for Decision (RFD)

Page 2 of 2

Gord

Can you change to Wednesday (Nov. 23) ? I can't make it. I have another meeting to attend.

Wing

From: Holman, Gord [mailto:gord.holman@amec.com]
Sent: Monday, November 14, 2005 2:53 PM
To: wing.choy@gov.ab.ca; jmarois@metis.org; rob.lonson@gov.ab.ca; andy.brown@gov.ab.ca; csmigerowsky@smokylakecounty.ab.ca
Cc: Rohr, Gabe; Kayne, Glen M; Brown, Adam J (Sherwood Park)
Subject: Hwy 855 / Metis Crossing Intersection Treatment
Importance: High

As discussed with Wing Choy, we are proposing to have a meeting next week to discuss the Traffic Impact Assessment for the above noted intersection we sent to all parties on July 29, 2005.

Would next Tuesday afternoon (November 22, 2005) at 1:30pm at our office in Sherwood Park be all right for everyone to attend.

Please let me know as soon as possible.

Thanks

Gordon J. Holman, C.E.T.
Project Director
AMEC
Infrastructure Unit
Sherwood Park, AB
Direct Line +1 780 416 8727
Phone +1 780 464 4550
Fax +1 780 464 4533
gord.holman@amec.com

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11/15/2005



Request for Decision (RFD)



29 July 2005
File: TRAFFIC IMPACT RECOMMENDATIONS.DOC
Project No.: EDT050055

Wing Choy
2nd fl Provincial Building
4709 – 44 Avenue
Stony Plain T7Z 1N4

Dear Wing,

**Re : Hwy 855 /Metis Crossing Intersection
Traffic Impact Assessment**

AMEC has been commissioned to conduct a Traffic Impact Assessment at the Hwy 855 / Victoria Trail Intersection where the Métis Crossing project is to be located.

Information contained in this assessment is based on existing mosaics, correspondence with Juanita Marois (Métis Crossing), along with measurements and observations obtained by AMEC Infrastructure Limited (AMEC) during a site inspection

An Intersection design system (IDS) analysis was performed using the projected traffic volume given to us by Juanita Marois and traffic volume records obtained from AIT (Alberta Infrastructure and Transportation). Results indicate that the intersection requires Type 3b treatment. The analysis, photos, projected traffic volumes and a plan of a typical Type 3b treatment are attached for your records.

Issues:

- The distance from the north end of the bridge to the intersection is approximately 170m and is equal to the distance required to construct the southwest taper of the intersection. There appears to be no visible obstruction for the remaining three tapers.
- The existing 4 legged intersection is slightly offset with the west leg 4m further south than the right leg.
- Powerpoles on the north side of Victoria Trail appear to be within the existing road right of way.
- Existing guardrail adjacent to the highway extends north from the bridge abutment to the access road and around the flare.
- Site distance in both directions appears to be adequate.
- It assumes that there will be no development to the west of Hwy 855 and only local traffic will be using the west leg.
- Conceptual design provided by Métis Crossing showing development adjacent to Hwy 855 and Victoria Trail.

AMEC Infrastructure Limited
130 Sioux Road
Sherwood Park, Alberta
T8A 3X5
Tel (780) 464-4550
Fax (780) 464-4533

www.amec.com



Request for Decision (RFD)

Métis Crossing / Hwy 856 Intersection Assessment
EDT 06 0055
July, 2005



Recommendations:

- Type 3b intersection treatment.
- Have review meeting with AIT, Métis Crossing and Smoky Lake County.
- After agreement is reached, proceed to preliminary survey and design.
- Complete field survey and preliminary design for review with AIT, Métis Crossing and Smoky Lake County.

Please review and if you have any questions please do not hesitate to call me.

Regards,

A handwritten signature in black ink that reads "Adam Brown".

Adam Brown, EIT
Project Engineer

c: Gabe Rohr, AMEC Infrastructure Limited
Hall Cook, AMEC Infrastructure Limited
Juanita Marois, Métis Crossing
Cary Smigerowsky, Smoky Lake County

Traffic Impact Recommendations.doc



Request for Decision (RFD)

Page 1 of 2

Gord Holman

From: Marois, Juanita [jmarois@metis.org]
Sent: Wednesday, June 08, 2005 6:45 PM
To: Gord Holman
Subject: RE: Metis Crossing

Hello Gordon,

I'm not sure that I have all the information that you ask for in the format requested, but let me provide what I have:

- Full development of Metis Crossing is expected in 2008.
- Yearly attendance is estimated to be 80,000 - 100,000. Of this total
 - 15,000 students (375 bus loads) majority in May, June, September, October
 - 3,500 tour participants (100 coach loads) majority between May and October
 - 2,400 RVs
 - balance will come by private automobile. Research suggests approximately 30% will be empty nesters (2 people per vehicle), 45% will be families.
- Off season and shoulder season will host training programs and other events, but maximum visitation will occur between May and September.

Hope this helps,
Juanita

-----Original Message-----

From: Gord Holman [mailto:gord.holman@amec.com]
Sent: Fri 6/3/2005 9:06 AM
To: Marois, Juanita
Cc:
Subject: Metis Crossing

As per our telephone conversation, we are looking for projected traffic counts to and from the development in order to complete a Traffic Impact Assessment for the intersection of Victoria Trail and Hwy 855.

We would require numbers of vehicle trips, as well as type of vehicles, for visitors, employees, service and maintenance vehicles.

Please call if you have any questions.

Gordon J. Holman, C.E.T.
Project Director
AMEC
Infrastructure Unit
Sherwood Park, AB
Direct Line +1 780 416 8727
Phone +1 780 464 4550
Fax +1 780 464 4533
gord.holman@amec.com

06/09/2005



Request for Decision (RFD)

Page 2 of 2

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06/09/2005



Request for Decision (RFD)

INTERSECTION OF HWY 855 AND VICTORIA TRAIL

File: METIS CROSSING
Date: 07/18/2005

Intersection Design System (IDS) ver 1.01
Final Report

This design/evaluation was prepared by: TAJ
Reason for the analysis: Development permit request.
Design Characteristics Considered: Functional, geometric and 'other'.
Intersection Name: HW855
Intersection Plan Number: TRY 2
Location on Main Road (km): 11+86
Legal Land Description: SW13-58-17-W4

Since the design volume on the intersecting roadway is greater than the design volume on the main roadway, a review of the traffic control scheme should be undertaken. Contact the Roadway Engineering Branch (Traffic Engineering) at 427 - 4219.

MAIN ROAD:

- Name: HW855
- Design Classification: RCU-208.0-110
- AADT: 0 ASDT: 5000 AWDT: 0
- Traffic Volume Information from: 2004
- Volume Used in Design: 5000 v.p.d. (ASDT)
- Design Period: 20 year(s)
- Annual Growth Rate: 2.5 % (actual)
- Future Design Volume: 7625 v.p.d. (ASDT)
- 'k' Factor: 15 % (actual)
- Future Design Hourly Volume: 1144 v.p.h.
- Design Speed: 110 km/h
- Posted Speed: 100 km/h

INTERSECTING ROAD:

- Name: VICTORIA TRAIL
- Design Classification: RLU-208G-60
- AADT: 0 ASDT: 5000 AWDT: 0
- Traffic Volume Information from: 2004
- Volume Used in Design: 5000 v.p.d. (ASDT)
- Design Period: 20 year(s)
- Annual Growth Rate: 2.5 % (actual)
- Future Design Volume: 7625 v.p.d. (ASDT)
- 'k' Factor: 15 % (actual)
- Future Design Hourly volume: 1144 v.p.h.

TWINNING REQUIREMENT met before design period finished? n/a
If yes, and details required:

- Functional Classification:
- Percent Passing Zones: % ()
- Twinning Required at: v.p.d.
- Year Twinning Volume Met:

INTERSECTION TYPE: four-legged
Main Roadway Orientation: north-south
Intersecting Roadway Orientation: east-west
Page 1



Request for Decision (RFD)

INTERSECTION OF HWY 855 AND VICTORIA TRAIL

TURNING MOVEMENT INFORMATION:

2004 ASDT traffic volume on the main road:

	Daily vol. (v.p.d.)	Design vol. (v.p.d.)	Design Hour vol. (v.p.h.)
From the north to the south	600	915	137
From the north to the east	150	229	34
From the north to the west	5	8	1
From the south to the north	350	534	80
From the south to the east	30	46	7
From the south to the west	10	15	2

2004 ASDT traffic volume on the intersecting road:

	Daily vol. (v.p.d.)	Design vol. (v.p.d.)	Design Hour vol. (v.p.h.)
From the east to the north	150	229	34
From the east to the south	30	46	7
From the east to the west	5	8	1
From the west to the north	5	8	1
From the west to the south	5	8	1
From the west to the east	5	8	1

Percent of left-turning vehicles in the advancing stream:

- from the north: 19.9 %
- from the south: 2.6 %

North/South Split: 66 / 34
 South/North Split: 34 / 66

For traffic from the North:
 Advancing Volume: 173 v.p.h.
 Opposing Volume: 89 v.p.h.

For traffic from the South:
 Advancing Volume: 89 v.p.h.
 Opposing Volume: 173 v.p.h.

LEFT-TURN STORAGE LANE REQUIREMENTS:

Because the advancing volume from the north (173) is less than the allowable advancing volume from the north (210) but greater than, or equal to, the "70% line" (141) a type 3 treatment is required on the north side of the intersection.

Because the advancing volume from the south (89) is less than the "70% line" (306) a type 2 treatment is required on the south side of the intersection.

RIGHT-TURN LANE REQUIREMENTS:

A right turn lane, for vehicles heading from north to west, is not required.

A right turn lane, for vehicles heading from south to east, is not required.

INTERSECTION LAYOUT:

Based on the above information:



Request for Decision (RFD)

INTERSECTION OF HWY 855 AND VICTORIA TRAIL

This intersection requires a treatment similar to Type ~~4~~ as indicated on Dwg. No. DEB-FIG C-28 (CB6-2.3C28B for design designation RAU-211.8-110 or CB6-2.3C28D for design designation RAU-209.0-110).

Since a left-turn lane is required for traffic from the north, the orientation of the intersection is 270 degrees clockwise from that of the drawing.

One leg of intersecting road has different volume than the other? yes
If yes - Volume Used in Design: 50 v.p.d. (ASDT)
- Future Design Volume: 76 v.p.d. (ASDT)
- Future Des. Hourly Vol.: 11 v.p.h.

DIMENSIONS for the type of intersection treatment mentioned above:

The following dimensions are the requirements for the finished surface pavement widths at this intersection. Additional subgrade width must be provided to allow for the basecourse and pavement depth.

Design classification of the main roadway:	RCU-208.0-110
Lane width (m):	3.5
Bypass lane width (m):	3.5
Auxiliary lane width (m):	3.50
Shoulder width for roadway (m):	0.5
Shoulder width at intersection, w (m):	0.5
Design speed of the main roadway (km/h):	110
Prior to the intersecting road	
- Right-turn taper length (m):	87.50
- Right-turn taper ratio:	25:1
Past the intersecting road	
- Recovery taper length (m):	87.50
- Recovery taper ratio:	25:1

ADDITIONAL FUNCTIONAL CHARACTERISTICS:

Intersection considered to be collision prone?	no
Need for access within vicinity of intersection?	no
Access can be physically accommodated?	n/a
Any future development which could significantly impact the traffic volume at this intersection?	no
Any proposed improvements to other roadways which might impact the traffic movement at this intersection?	no

GEOMETRIC CHARACTERISTICS:

Intersection Type:	four-legged
Main Road Orientation:	north-south
Grade at Intersection	
- North to South:	2 %
- South to North:	2 %
Intersecting Road Orientation:	east-west
Grade at Intersection	
- East to West:	2 %
- West to East:	2 %

Decision Sight Distance:



Request for Decision (RFD)

INTERSECTION OF HWY 855 AND VICTORIA TRAIL

Because a Type IV or V treatment is not required for this intersection, determination of the available decision sight distance is not necessary.

Intersection Sight Distance:

Design Vehicle:	WB-15
Intersection on horiz. curve:	NO
- superelevation rate (%):	N/A

	Available (m)	Required (m)	Status
North Leg:	600	430	ACCEPTABLE
South Leg:	600	430	ACCEPTABLE

OTHER CHARACTERISTICS:

Utility relocation required?	no
Additional right-of-way to be purchased?	no
Cost of additional right-of-way:	\$ n/a
Existing illumination?	no
Existing traffic signals?	no

IDS is not designed as, nor does it establish, a legal standard. IDS is not intended to be used as a substitute for sound, professional judgement.

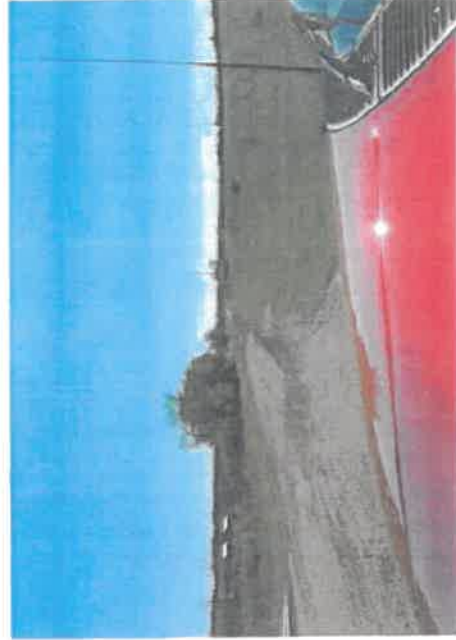
Approved by: Adam Brown
 Date: July 18, 2005



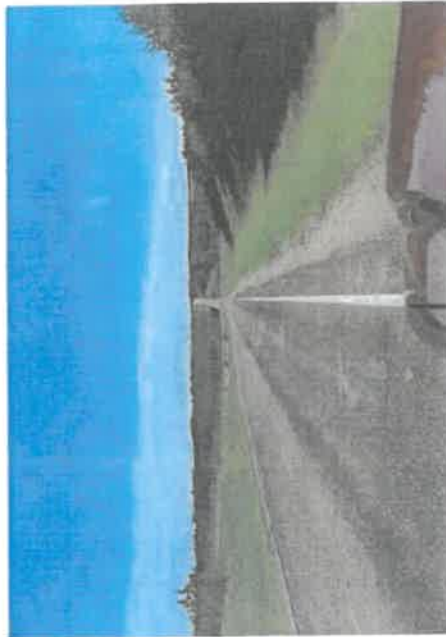
Request for Decision (RFD)



Picture 2 : South sight distance from intersection.



Picture 4 : View of West Leg.



Picture 1 : Looking South from the crest of hill.



Picture 3 : View of East Leg.



Request for Decision (RFD)



Picture 6 : North sight distance from intersection.



Picture 8 : View South of the slope.



Picture 5 : View South, guardrail.



Picture 7 : Looking West at intersection. Guardrail wraps around flare.



Request for Decision (RFD)



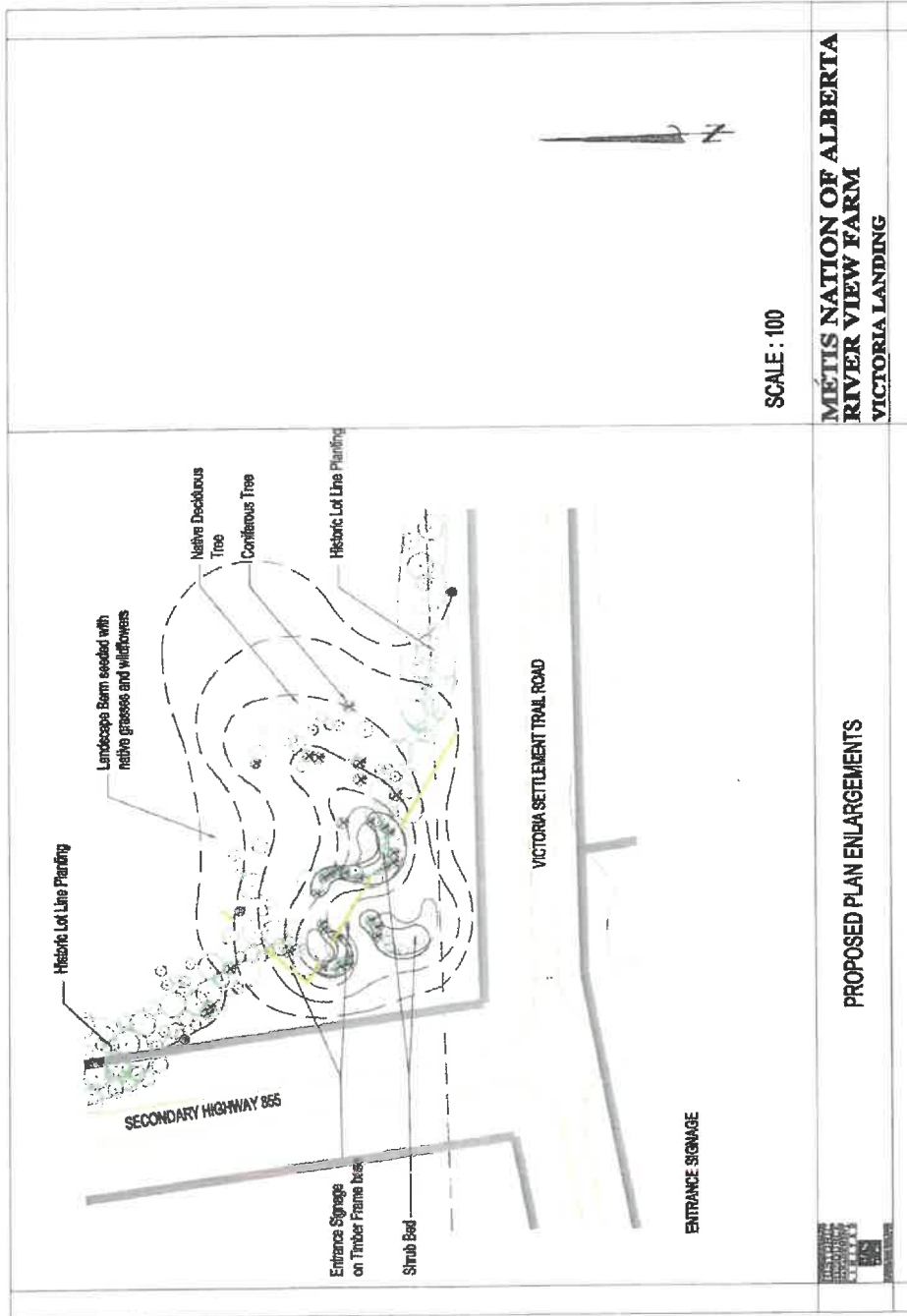
Picture 10 : View South at sideslope.



Picture 9 : Powerpoles running East-West

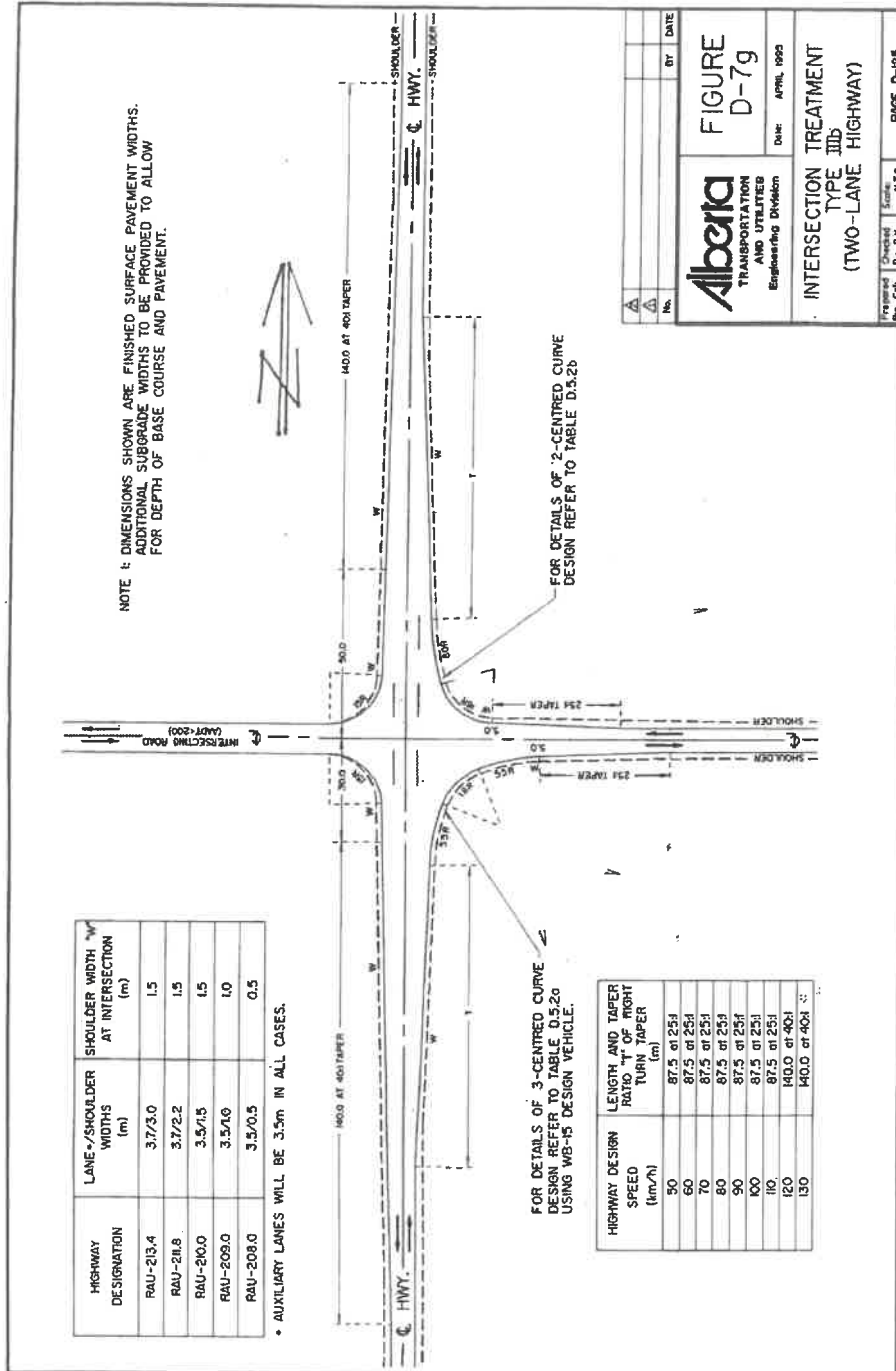


Request for Decision (RFD)





Request for Decision (RFD)



<p>Alberta TRANSPORTATION AND UTILITIES Engineering Division</p>	<p>FIGURE D-7g</p> <p>Date: APRIL 1995</p> <p>INTERSECTION TREATMENT TYPE IIIb (TWO-LANE HIGHWAY)</p>
<p>Prepared By: Cpk</p> <p>Checked By: B.S.</p> <p>Scale: N.T.S.</p>	<p>DATE</p> <p>BY</p> <p>DATE</p> <p>BY</p>

Graphics File: D:\2200\2200d25\ink64g



Request for Decision (RFD)

Jordan Ruegg

From: Andy Russell [REDACTED]
Sent: June 20, 2024 5:11 PM
To: Jordan Ruegg
Cc: Lewis Semashkewich
Subject: MNA-001 Smoky Lake Recovery Center

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hi Jorden

I am hoping this comes in quick enough today to meet your deadline.

- The numbers below were calculated using the staff required to operate, maintenance workers, supplies to operate and 4-6 visitors per month per resident.
- Kitchen supplies (Food and dry goods) will be once per week or less. The amount of dry and cold storage in this building reduces food delivery traffic.
- Medical, office supplies and general supplies will be no more than once per week.
- Miscellaneous or fast delivery items 2-3 times per month.

1. Private vehicles (2 people per vehicle) annual total 14,000 per year.
 2. Water and sewage vehicles, annual total 200 per year.
 3. Groceries and general supply vehicles, annual total 110-135 per year.
 4. Handicap bus or multi passenger transportation for families to visit residents, annual total 35-60 per year.
- Total annual vehicle traffic using the maximum number calculates to 14,395 with a daily total of 40 vehicles per day.

Hopefully this is what the council will be happy with.

Sincerely

Andy Russell
[REDACTED]



Request for Decision (RFD)

RE: Merits Crossing recovery

Terry Smith

Wed 6/6/2024 1:58 PM

Touaboula Elmikawal

Cc: Terry Smith

Pond size to be verified once we see arch plans from Mike showing fire rated compartments and/or we have input on minimum sprinkler zone size.

For now use 50,000 US gallons as an approx size. Pond surface is 2500sq. ft. Pond surface is 2500sq. ft. Understand pond has to be 6ft deeper to allow for ice on top and 6ft at bottom.

Adjacent pond in fenced area show a 6ft by 12ft diesel fire pump...min 2 meters from edge of pond.

Septic and domestic water tanks each need to be 4227 cu ft or about 120,000liters for a week of storage. If using fiberglass or precast tanks will need to connect appropriate size units together.

Finally I see the power transformer is located far away from building. Moving it closer and more central to main electrical room is cost efficient. Needs to be within 10 ft of dining or paved surface.

Trussing this helps for next draft of site plan.

Cheers

Terry Smith

Sent from my Galaxy

Original message

From: Abdulla Elmikawal

Date: 2024-06-05 11:24 a.m. (GMT-07:00)

To: Andy Russell

Cc: Lewis Samuel

Subject: RE: Merits Crossing recovery

Hi

Updated MNA... Smoky Lake site plan with proposed fences around the pond

Let me know if you have any questions

Regards

From: Andy Russell

Sent: Wednesday, June 5, 2024 12:12 PM

To: Terry Smith

Cc: Lewis Samuel

Subject: Re: Merits Crossing recovery

Hi Terry

Lewis and I had a brief conversation on the site last week. He showed me a drawing with locations for all the items below. I talked to my team and Abdulla is going to redraw the site plan showing Lewis's idea.

1. On-Site sewage treatment as a future proposed location unless directed to remove from plan.

2. Potable water (Chloram) proposed location

3. Sewage storage tank proposed location

4. Garbage enclosure proposed location

5. Required paved area to access the above items

6. The fire pond will not move unless required to

7. I am having Abdulla as per the conversation draw a fence around the fire pond. (only if required)



Request for Decision (RFD)

Jordan Ruegg

From: Andy Russell [REDACTED]
Sent: June 19, 2024 1:48 PM
To: Jordan Ruegg
Cc: John Contessa
Subject: MNA-001 Smoky Lake Recovery Center
Attachments: Fire Pond And Sewage Engineer Recommendation.pdf; MNA-001 Architectural DP Plan.pdf; MNA-001 DP Site Plan.pdf

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hi Jorden

I called Metros who is contracted to service Metis Crossing and the recovery center.

#1.

- Current Primary dump site used for Metis Crossing is Warspite.
- Once the recovery center comes online Metros will add Bellis for surplus volume as needed
- We have volume calculations per fixture from our engineer using the national building code - 7.6 Litres per second
- We have volume calculations per fixture from our engineer using Alberta private sewage systems - Standard practice 2021 at

1. 1.94 Litres per second.

#2

- The existing Buffalo fence will be used for the course of construction. During the final design phase our team, with input from customer and county approval, will come up with an attractive fence for the entrance portion running North - South.

#3

- DP Architectual drawings attached reflect the building colors for your review.

#4

- Attached Site plan identifies road and parking lot, our team is recommending gravel surface for road and parking lot until which time the county paves road to the center entrance. Both the Customer and our Team are concerned with the amount of cleaning required to maintain the asphalt from the gravel road to entrance on muddy days



Request for Decision (RFD)

Sincerely

Andy Russell



We Create Spaces That Inspire





Request for Decision (RFD)

Meeting Date: Thursday, August 8, 2024

Agenda Item: #7.2

Topic: Bylaw No. 1465-24: Bylaw to Amend Road Closure Bylaw No. 1429-23 – Undeveloped Road Allowance; East Side of River Lot 10, Victoria Settlement

Presented By: Planning & Development Services

Recommendation:

That Smoky Lake County Council give Bylaw No. 1465-24, a Bylaw amending Bylaw No. 1429-23 to close and dispose of portions of undeveloped government road allowance east of River Lot 10, Victoria Settlement, THIRD READING.

Background:

At the April 25, 2024 County Council meeting, Bylaw No. 1429-23 was given Second and Third Reading after administration having received approval from the Minister of Transportation on April 12, 2024. The Ministerial approval noted that an amending bylaw is required to facilitate the disposal of the lands subject to the closure as was Council’s original intent (see Motion #189-22). This amending bylaw does not require approval by the Minister of Transportation but must be submitted to Land Titles at the time of registration of Bylaw No. 1429-23. Bylaw No. 1462-24 was deemed deficient by Alberta Transportation upon receipt and changes were requested and included in Bylaw No. 1465-24. Bylaw No. 1465-24 was given First and Second Readings on June 27, 2024.

Benefits: Supports Council’s Strategic Plan – Priority Economic Development/Victoria District Economic Development Plan. Provides certainty to Metis Crossing’s future development plans.

Disadvantages: Loss of potential connectivity between Victoria Trail and TWP RD 582.

Alternatives: Defeat Bylaw No. 1465-24.

Financial Implications: Nil.

Legislation: Nil.

Intergovernmental: Nil.

Strategic Alignment: Nil.

Enclosure(s):

Enclosure #1: Bylaw No. 1465-24

Approved by the CAO: 

Date:

July 30, 2024



Request for Decision (RFD)

Enclosure #1: Bylaw 1465-24

Bylaw No. 1465-24: Bylaw Amending Road Closure Bylaw No. 1429-23 – Undeveloped Government Road Allowance, East Side of River Lot 10 (Victoria Settlement)

**SMOKY LAKE COUNTY
IN THE PROVINCE OF ALBERTA
BYLAW NO. 1465-24**

A BYLAW OF SMOKY LAKE COUNTY IN THE PROVINCE OF ALBERTA TO AMEND BYLAW NO. 1429-23 FOR THE PURPOSE OF CLOSING TO PUBLIC TRAVEL AND DISPOSING OF PORTIONS OF A PUBLIC HIGHWAY IN ACCORDANCE WITH SECTION 22 OF THE MUNICIPAL GOVERNMENT ACT, CHAPTER M-26, REVISED STATUTES OF ALBERTA 2000, AS AMENDED.

WHEREAS, the lands hereafter described are no longer required for public travel, and

WHEREAS, application has been made to Council to have the highway closed, and

WHEREAS, the Council of Smoky Lake County deems it expedient to provide for a bylaw for the purpose of closing to public travel and thereafter disposing of same, and

WHEREAS, notice of intention of Council to pass a bylaw has been given in accordance with Section 606 of the Municipal Government Act,

WHEREAS, Council was not petitioned for an opportunity to be heard by any person claiming to be prejudicially affected by the bylaw.

AND WHEREAS the *Municipal Government Act*, Chapter M26.1, Revised Statutes Of Alberta 2000, as amended and Section 63(2)(i) permits changes to the substance of the bylaw to bring out more clearly what is considered to be the meaning of Bylaw No. 1429-23.

NOW THEREFORE BE IT RESOLVED that the Council of Smoky Lake County in the Province of Alberta does hereby close to public travel and dispose of the following described road, subject to rights of access granted by other legislation:

VICTORIA SETTLEMENT

ALL THAT PORTION OF ORIGINAL GOVERNMENT ROAD ALLOWANCE

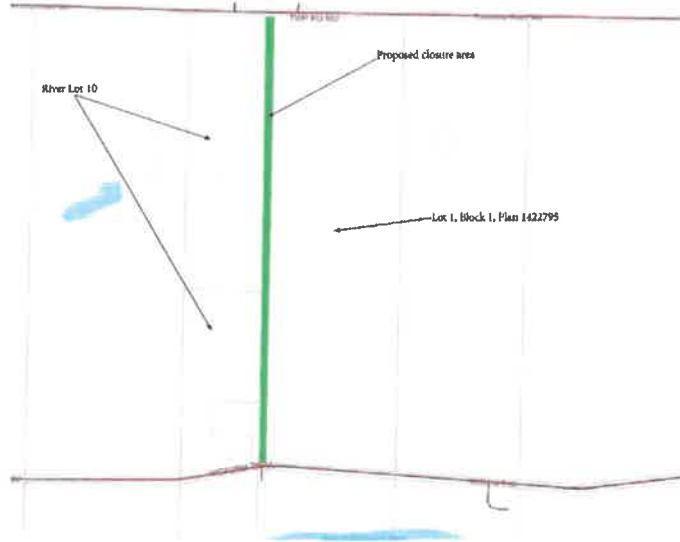
ADJOINING THE EAST BOUNDARY OF RIVER LOT 10 DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTH EAST CORNER OF RIVER LOT 10; THENCE EASTERLY TO THE NORTH WEST CORNER OF LOT 1 BLOCK 1 PLAN 1422795; THENCE SOUTHERLY ALONG THE WEST BOUNDARY OF SAID LOT 1 TO THE SOUTH WEST CORNER OF SAID LOT 1; THENCE WESTERLY IN A STRAIGHT LINE TO THE INTERSECTION OF THE SAID EAST BOUNDARY OF RIVER LOT 10 WITH THE NORTH LIMIT OF ROAD CROSSING THE SAID RIVER LOT; THENCE NORTHERLY ALONG THE SAID EAST BOUNDARY OF RIVER LOT 10 TO THE POINT OF COMMENCEMENT

EXCEPTING THEREOUT ALL MINES AND MINERALS



Request for Decision (RFD)

Bylaw No. 1465-24: Bylaw Amending Road Closure Bylaw No. 1429-23 Undeveloped Government Road Allowance; East Side of River Lot 10 (Victoria Settlement)



This Bylaw shall come into force and effect on the date of final passing.
Bylaw No. 1429-23 is hereby amended.
Bylaw No. 1462-24 is repealed.

Received first reading this 27TH day of JUNE, 2024.
Received SECOND READING this 27TH day of JUNE, 2024.
Received THIRD READING and passed this _____ day of _____, 2024

Reeve
Seal

Chief Administrative Officer



Request for Decision (RFD)

Meeting Date: Thursday, August 8, 2024

Agenda Item: **#7.3**

Topic: Rural Municipalities of Alberta Schedule of Loss Claim

Presented By: Fire Protective Services

Recommendation(s):

1. That Smoky Lake County Council engage Tom Hirst with Alternative Solutions Inc. for services to research the Smoky Lake County insurance loss claim in regard to the Village of Vilna Fire Hall theft against the Rural Municipalities of Alberta final loss claim compensation and to approve an unbudgeted expenditure of \$2,500.00

Background:

At the June 27, 2024 Council meeting, Council discussed the RMA Schedule of Loss Claim for the theft at the Vilna Fire Hall and the following motion was passed:

“That Smoky Lake County Council defer further discussion of the (Rural Municipalities of Alberta) RMA Schedule of Loss Claim, for the Vilna & District Volunteer Fire Department’s August 26, 2024, theft incident, offering compensation in the amount of \$21,301.08, and explore other claim options, potentially seeking legal advice, to minimize the unbudgeted expense to replace all stolen items not listed under the RMA Schedule Loss Claim, valued in the amount of \$88,022.03; and bring the information forward to the August 8, 2024, Council Meeting.”

On June 27, 2024 Phil Gibbs (RMA previous contract insurance adjustor) was contacted by Trevor Tychkowsky – Loss Prevention Coordinator to discuss Smoky Lake County claim with RMA for the stolen property from the Vilna Fire Hall.

On July 3, 2024 Phil Gibbs replied that Tom Hirst from Alternative Solutions Inc. can assist the County with the claim against RMA.

On July 23, 2024 Fire Protective Services personnel contacted Tom Hirst in which he agreed he could help find ways to increase Smoky Lake County’s claim with RMA at a cost of \$120/h. Tom suggested the research/investigation would take anywhere from 15 to 20 hours to complete.

Alternative Solution Inc. will provide the County with proposed strategies where Smoky Lake County could potentially increase the loss claim which would be presented to the RMA insurance board if approved and agreed upon by Council.

Benefits: Enhance the Smoky Lake County claim refund

Disadvantages: No guarantee for an increase on the loss claim

Alternatives:

Financial Implications: Services rate of \$120/h x approx. 20 hours = \$2,400.00

Includes: Research/investigation

Final report

Presentation to the RMA insurance board

Legislation:

Intergovernmental: N/A

Strategic Alignment: N/A

Enclosure(s):

Signature of the CAO: 



Request for Decision (RFD)

Meeting Date: Thursday, August 8, 2024

Agenda Item: #7.4

Topic: Forest Resource Improvement Association of Alberta (FRIAA) FireSmart Program Project Grant

Presented By: Fire Protective Services

Recommendation(s):

1. That Smoky Lake County Council approve for the fire protective services personnel to complete the training from FireSmart Canada: Module 1: FireSmart Ambassador; Module 2: Neighborhood Recognition Program; Module 3: Home Ignition Zone Specialist; subject to the available time allocation for staff and with the final grant reporting of September 30, 2024. Any remaining grant funds will be relinquished to the Province under the Forest Resource Improvement Association of Alberta (FRIAA) FireSmart Program Project Grant – FFP-22-18.

Background:

At the June 27, 2024 Council Meeting, Council discussed the remaining surplus funds from the Forest Resource Improvement Association of Alberta (FRIAA) FireSmart Program Project Grant – FFP-22-18 and the following motion was passed:

“That Smoky Lake County Council defer further discussion of remaining surplus funds from the Forest Resource Improvement Association of Alberta (FRIAA) FireSmart Program Project Grant FFP-22-18, in the amount of \$3,572.90, in respect to implementing the recommendations within the Wildfire Mitigation Strategy Report, to the August 8, 2024, Council Meeting”

Smoky Lake County Fire Protective Services personnel contacted Andy Gresner – FireSmart Liaison to discuss options for the remaining funds. 3 options were provided as follows:

1. Smoky Lake County personnel complete the 4 module training under FireSmart Canada
 - Module 1: FireSmart Ambassador – 4 hour course online (required)
 - Module 2: Neighborhood Recognition Program (NRP) – 8 hour course online (required)
 - Module 3: Home Ignition Zone (HIZ) Specialist – 3 day course in-person (required)
 - Module 4: FireSmart Program Coordinator – 5 day course in person (optional)
2. Organize and plan an open house information session on the FireSmart Mitigation Strategy Report for the lake lot owners (Grant only applies to rent and refreshments)
3. Complete the final report for the work completed on the Forest Resource Improvement Association of Alberta (FRIAA) FireSmart Program Project Grant FFP-22-18 and relinquish the remaining funds.

Please note any option(s) MUST be completed by September 30, 2024

These options are the only ones that the surplus funding can be applied too, as any other projects are consider out of the scope for this grant.

Training schedule completion is subject to the availability of provincial staff due to the wildfire situation in Western Canada.

Benefits: Enhancing the education and knowledge of risk mitigation for wildfires

Disadvantages: Grant funding will be returned

Alternatives: not to pursue and relinquish the funds

Financial Implications: Utilize the remaining funds

Legislation:

Intergovernmental:

Strategic Alignment: N/A

Enclosure(s):

Signature of the CAO: 



Request for Decision (RFD)

Meeting Date: Thursday, August 8, 2024

Agenda Item: #7.5

Topic: Sale of County Surplus Equipment

Presented By: Mark Fedoretz, Public Works Shop Foreman

Recommendation:

That Smoky Lake County advertise to sell the following County Surplus Equipment in the County Grapevine and on social media, as is - where is, by Public Tender, stating "The Highest nor Any Bid Shall Not Necessarily Be Accepted", with a closing bid deadline of August 30 at 12:00 Noon:

Unit #	Description	Serial Number	Odometer/Hours
105	2008 GMC 3500 4x4 DWB	1GTJK33678F218493	162408
726	2009 GMC SLE 3500 4x4	1GTHK73K89F161371	322720
101A	2018 GMC Serria 1500 4x4	3GTU2MEC9JG258813	253716
457	2013 3PT John Deere mower Mx8	1P00MX8CHDP088260	N/A
474	Rev 1500 Degelman Mower	RC17777	473, 474 sold together
473	1820 Degelman Side arm	SA1349	N/A
634	2000 Sod Mixer	IMR081	N/A
636	98 Kuhn Mixer 7.5ft	960004	N/A

Background:

From time to time the County offers surplus equipment for sale. Underutilized equipment or equipment that has been replaced as per the Capital Equipment Plan becomes surplus equipment.

Benefits:

Liquidates surplus equipment.

Disadvantages:

N/A

Alternatives:

Any alternative to the recommendation is at the discretion of Council.

Financial Implications:

The amount of revenue received form the sale of the equipment is unknown.

Legislation:

Policy Statement No. 08-13-01: Disposal of Assets.

Intergovernmental:

N/A

Strategic Alignment:

N/A

Enclosure(s):

N/A

Signature of the CAO



Request for Decision (RFD)

Meeting Date: Thursday, August 8, 2024

Agenda Item: #7.6

Topic: Alberta Transportation and Economic Corridors: Vegetation Control

Presented By: Agricultural Department

Recommendation:

That Smoky Lake County Council write a letter to the Minister of Alberta Transportation and Economic Corridors, to address weed control and overgrown brush along provincial highways.

Background:

For many years there have been concerns raised regarding vegetation management along Provincial highways. There have been resolutions brought forward to the Provincial ASB Conference as far back as 2006 in response to the lack of maintenance being carried out on our provincial highways.

Motion ASB55-24 was made by the Agricultural Service Board on June 18th, 2024, 'That Smoky Lake County's Agricultural Service Board, recommend County Council write a letter to the Minister of Alberta Transportation and Economic Corridors, to address weed control and overgrown brush along provincial highways.' In response to that motion this Request for Decision is being presented to Council for consideration.

Benefits:

Bring further awareness to the issue surrounding the lack of vegetation management being carried out by Alberta Transportation and Economic Corridors on our provincial highways.

Disadvantages:

None

Alternatives:

Don't write a letter.

Financial Implications:

None

Legislation:

N/A

Intergovernmental:

N/S

Strategic Alignment:

N/A

Enclosure(s):

List of historical ASB resolutions.

Signature of the CAO: 

Resolution #10

Weed Control Along Primary and Secondary Highways

Be it resolved: That Alberta's Agricultural Service Boards request the Provincial Government allocate sufficient funds to control the weeds and undesirable vegetation along their primary and secondary highways within the Province.

Response:

Infrastructure and Transportation

Alberta Infrastructure and Transportation places a high priority on weed control within all highway rights-of-way. Department staff work closely with the Agricultural Fieldmen and maintenance contractors to determine the weed spraying requirements along each roadway within their area of responsibility. A process was also initiated in 1999 to involve the Fieldmen more directly in the weed control program by allowing them, in urgent situations, to order work directly from highway maintenance contractors or to undertake weed control using their own forces. This process has been quite successful on a provincial basis.

Expenditures for weed control have steadily increased over the past five years. The department's expenditure on weed control, increased from \$1.6 million in 2001/02 to \$2.9 million in 2005/06, a 44% increase. In addition, the department's expenditure for mowing increased from \$3.2 million in 2001/02 to \$4.0 million in 2004/05, a 20% increase. The budget for 2006/07 will be similar to 2005/06 with the cost of inflation added, however, actual expenditures may vary depending upon the amount of weed and vegetation growth that will occur this year.

The department is committed to working closely with the Agricultural Fieldmen to ensure that weed issues are dealt with quickly and that the overall weed control is provided in a timely and effective manner.

Resolution 15-08: Weed Control on Alberta Infrastructure and Transportation Roadways

WHEREAS Agricultural Service Boards in the Province of Alberta have a long history of weed control expertise on roadsides;

WHEREAS Municipal Agricultural Fieldmen are very knowledgeable on weed identification and their specific control;

WHEREAS Until the mid nineties, Agricultural Service Boards implemented weed control on provincial secondary highways across the province;

WHEREAS Since the weed control programs on these same roads were transferred to provincial control, these roadsides have become heavily infested, negatively impacting agriculture land across the province;

THEREFORE BE IT RESOLVED THAT ALBERTA'S AGRICULTURAL SERVICE BOARDS REQUEST that Alberta Infrastructure & Transportation allow and pay any interested Agricultural Service Board throughout Alberta to provide weed control on provincial highways.

RESPONSE

Alberta Infrastructure and Transportation

Weed Control within all highway right-of-ways is a priority for government. The department has contractual obligations to have weed control work done by the highway maintenance contractors. Staff from Alberta Infrastructure and Transportation (INFTRA) and Alberta Agriculture and Food work closely with Agricultural Fieldmen and highway maintenance contractors to determine the weed spraying and mowing requirements along each roadway within their jurisdiction. Also, Agricultural Fieldmen identify problematic locations that need special attention and ensure they are addressed.

In 2006, a resolution was passed at the provincial Agricultural Service Boards conference regarding responsibilities under the Weed Control Act (WCA). Subsequently, INFTRA responded to the resolution stating the need for continued communication and cooperation with municipalities, their weed experts and Agricultural Fieldmen.

The partnerships your department maintains between municipalities, government departments, and corporate landowners remain the best way to ensure compliance with the WCA.

Agricultural Fieldmen can also undertake weed control using their own forces if mutually agreed that this would expedite the work. In these cases, the department pays the municipality directly for this work. On a province-wide basis, this process has proven to be successful. In urgent situations, where weed control continues to be an issue, the Agricultural Service Board retains the option, under Section 27 of the WCA, for the Agricultural Fieldman to order weed control work directly from the highway maintenance contractor and charge the cost of the weed control to the owner of the land, even if the owner is a government body.

I encourage all Agricultural Fieldmen to work closely with INFTRA's district staff to ensure these roadways receive appropriate attention.

Resolution 4-10: Alberta Transportation Roadside Weed Control

THEREFORE BE IT RESOLVED THAT ALBERTA'S AGRICULTURAL SERVICE BOARDS

REQUEST that Alberta Transportation review their current weed control program to ensure the effectiveness of the program and give consideration to an increase in the current width of ditch that is sprayed as well as implementing a monitoring and assessment program to ensure that severe populations are dealt with proactively not reactively.

Status: Provincial

Response

Alberta Transportation

Alberta Transportation delivers its weed control program through private contractors, managed by departmental maintenance contract inspectors. The weed control program involves a series of spring meetings between the local agricultural fieldmen, the maintenance contract inspectors and our private contractors. In these meetings, the agricultural fieldmen identify areas of local concern and the focus for the weed control program for the upcoming year. Areas of special concern, such as "severe populations" referred to in the resolution, can be identified at that time and a strategy to address the issue developed.

The resolution also asks Alberta Transportation to consider expanding the width of its ditch spraying. The meaning is not totally clear. Alberta Transportation is responsible for weed control within its entire right-of-way. It is not restricted to an arbitrary width, although the method of control may vary according to the nature and location of the weed infestation. If there are situations where it is felt that the extent of spraying is inadequate, this should be brought to the department's attention by the agricultural fieldman.

Alberta Transportation is working with Alberta Agriculture and Rural Development to increase the effectiveness of its weed control program and the knowledge of the field staff. The two departments are currently developing a weed workshop tentatively scheduled to be delivered in late May 2010. The intent of this workshop is to emphasize the importance of integrated vegetation management, which includes chemical and mechanical control.

As a member of the Interdepartmental Invasive Alien Species Working Group, Alberta Transportation is establishing standards for a province-wide integrated invasive species management program. The information gathered by the maintenance contract inspectors and other Alberta Transportation staff will be incorporated into Alberta's Pest Surveillance System as well as Alberta Transportation's internal tracking systems, which will allow effective herbicide application and rotation.

Resolution 1-16: Proactive Vegetation Management on Alberta Provincial Highways

WHEREAS: The Government of Alberta's strategy to realize savings over the next 3 years by reducing the summer maintenance budget by \$27.8 million in 2015 alone is showing signs that the right-of-ways of Alberta's highways cannot be sustained at that level;

WHEREAS: Invasive plants cause significant changes to ecosystems that result in economic harm to our agricultural and recreational sectors. Highway corridors facilitate the spread not just locally, but internationally as well that impacts our neighbor's;

WHEREAS: Provincially, reductions were made that specifically state only 1 shoulder cut per year, no full width mowing, on all highways as well as no scheduled weed spraying, only reactive spot spraying after receiving a weed notice from a municipality;

WHEREAS: The most cost-effective strategy against invasive species is preventing them from establishing rather than relying on a municipality to hopefully identify an infestation and react by issuing a notice. Allowing other undesirable plants growing increases the risk to human health (poisonous plants) and public safety as well by reduced visibility along the shoulders of the road when wildlife are crossing or grazing;

WHEREAS: Alberta Transportation in the past had the option of signing Service Agreements with each municipality to do invasive plant control, but that option is no longer available in some districts due to some of the highway maintenance contracts;

WHEREAS: With 31,000 kilometers of highway in the province the land base in which it is responsible for weed control within its right-of-way's is regulated by the Weed Control Act which requires attention and sufficient funds to be able to abide by its own legislation;

THEREFORE BE IT RESOLVED THAT ALBERTA'S AGRICULTURAL SERVICE BOARDS REQUEST the Government of Alberta restores funding levels to Alberta Transportation for summer maintenance programs for vegetation management (weed control and mowing).

FURTHER THEREFORE BE IT RESOLVED THAT ALBERTA'S AGRICULTURAL SERVICE BOARDS REQUEST Alberta Transportation gives the option in all districts of the province to enter into Service Agreements with municipalities for weed control as the prime contractor, but if highway maintenance contracts do not allow for that then the Government of Alberta reopen those contracts to allow municipalities to become prime contractors.

Resolution 1-17: Vegetation Management on Alberta Provincial Highways

WHEREAS: The lack of noxious and prohibited noxious weed control is affecting neighboring landowners, as invasive plants are spreading into their fields;

WHEREAS: Spot spraying vegetation is costlier than blanket spraying vegetation control;

WHEREAS: Landowners adjacent to provincial highways (both two digit and three digit) are faced with increased costs to their vegetation control programs as a result of lack of control along the highways;

WHEREAS: Invasive plants cause significant changes to ecosystems resulting in economic harm to our agricultural and recreational industries. Highway corridors facilitate the spread of invasive plants not just locally, but internationally as well which impacts our neighbors;

WHEREAS: The most cost-effective strategy against invasive species is preventing them from establishing rather than relying on a municipality to identify an infestation and react by issuing a notice. Allowing undesirable plants to grow increases the risk to human health (poisonous plants) and public safety by reducing visibility along road shoulders where wildlife are crossing or grazing;

WHEREAS: Alberta Transportation in the past had the option of signing Service Agreements with each municipality to do invasive plant control, but that option is no longer available in some districts due to some of the highway maintenance contracts;

WHEREAS: With 31,000 kilometers of highway in the province the land base in which it is responsible for weed control within its right-of-way's is regulated by the Weed Control Act which requires attention and sufficient funds to be able to abide by its own legislation.

THEREFORE BE IT RESOLVED THAT ALBERTA'S AGRICULTURAL SERVICE BOARDS REQUEST the Government of Alberta delivers a more effective maintenance program for vegetation management (weed control and mowing) along the primary and secondary highways in the province.

FURTHER THEREFORE BE IT RESOLVED THAT ALBERTA'S AGRICULTURAL SERVICE BOARDS REQUEST the Government of Alberta deliver a more effective vegetation management plan on all primary and secondary highways to control noxious weeds, prohibited noxious weeds and any unsafe vegetation on the full right of way. This plan should include but not be limited to an appropriately timed herbicide application in order to control all legislated weeds and mowing of the full right of way at a time that limits the spread of weed seeds.

**FURTHER THEREFORE BE IT RESOLVED THAT ALBERTA'S AGRICULTURAL SERVICE
BOARDS REQUEST** Alberta Transportation gives the option in all districts of the province to
enter into Service Agreements with municipalities for weed control.

RESOLUTION 1-22
VEGETATION MANAGEMENT ON ALBERTA PROVINCIAL HIGHWAYS

- WHEREAS:** Invasive plants cause significant changes to ecosystems which may result in economic harm to agricultural and recreation industries;
- WHEREAS:** Highway corridors facilitate the spread of invasive plants both locally and internationally;
- WHEREAS:** The Alberta Transportation is responsible for weed control within the rights of way of the 31,000 kilometers of provincial highways in the province, as per the Weed Control Act;
- WHEREAS:** Alberta Transportation has not adequately maintained control of noxious and prohibited noxious weeds within provincial highway rights of way in recent years;
- WHEREAS:** This lack of control is affecting neighboring landowners, as these invasive weeds are spreading into their fields;
- WHEREAS:** Due to this lack of control, landowners adjacent to provincial highways are faced with increased costs to their vegetation control programs;
- WHEREAS:** Allowing noxious and invasive plant growth including brush along highways increases the risk to public safety by reducing visibility along road shoulders where wildlife is crossing or grazing;
- WHEREAS:** The most cost-effective strategy against invasive species is preventing them from establishing rather than relying on eliminating them after an infestation has begun;
- WHEREAS:** In 2017, Alberta Transportation developed a three-year provincial vegetation management plan, which included a plan to manage noxious weeds in highway rights of way;
- WHEREAS:** Alberta Transportation must allocate sufficient funds and capacity to meet its weed control requirements along provincial highways;
- WHEREAS:** Continued advocacy efforts have been ongoing with the ASB Provincial Committee and the Ministry has agreed to focus on improving communication and relationships to put the limited dollars available to their best use.

THEREFORE BE IT RESOLVED THAT ALBERTA'S AGRICULTURAL SERVICE BOARDS REQUEST that Alberta Transportation increase funding for summer maintenance programs for its vegetation management (weed control and mowing) along provincial highways;

FURTHER BE IT RESOLVED THAT ALBERTA'S AGRICULTURAL SERVICE BOARDS REQUEST that Alberta Transportation enhances their current vegetation management strategy at a minimum to the level of the 2017 Provincial Integrated Vegetation Management Plan to manage noxious weeds, prohibited noxious weeds, and any unsafe vegetation on the full rights of way of all primary and secondary provincial highways;

FURTHER BE IT RESOLVED THAT ALBERTA'S AGRICULTURAL SERVICE BOARDS REQUEST that Alberta Transportation continue to allow the option to enter into service agreements with municipalities for the purposes of vegetation management and/or weed control within their respective municipalities.

SPONSORED BY: County of Two Hills / Leduc County

MOVED BY: _____

SECONDED BY: _____

CARRIED: _____

DEFEATED: _____

STATUS: Provincial

DEPARTMENT: Alberta Transportation

BACKGROUND INFORMATION

Member Background

This is not a new issue, municipalities across the province have been dealing with these issues since the province privatized Alberta Transportation services in the mid 1990's. There has been less and less vegetation management along provincial highways every year.

Reductions in provincial funding in recent years have severely impacted vegetation management along provincial highways. This has resulted in changes stating that maintenance along provincial highways will be one shoulder cut of mowing per year, with no full width mowing and no scheduled weed spraying. Although late fall mowing ensures that vegetation height is managed going into the winter season, it does not control noxious or prohibited weeds at that stage of growth, especially if the mowing is only a single shoulder pass of a wide right-of-way.

Adjacent landowners are frustrated with the weeds in the Provincial Right-of-Ways because the weeds are propagating onto their lands causing financial burden and the overgrowth is impacting the safety of travelling motorists and migratory wildlife along Alberta highways.

Expense:

Landowners are spending large sums of money on weed control, but are also seeing their results diminish because of a lack of responsibility by the province, regarding the Alberta Weed Act. The Alberta Weed Act was introduced in 1907 to ensure landowners practice good husbandry and stewardship of our lands. As fellow landowners, the province, by not proactively controlling weeds is insinuating we should wait until a weed notice is issued (as referred to in the response by Alberta Transportation) before conducting any weed control. We have noticed the amount of time taken to respond to a weed infestation has increased - leading to larger infestations. It affects our ratepayers/landowners and the county, as both must increase their budgets for weed control.

Potential transfer of weeds provincially, nationally and internationally:

The weed issue in our county has local, provincial, national, and possibly international impacts as hay, grain, and other commodities are transported via our highway network daily. Any vehicle that stops on the side of the highway could potentially transfer weed seeds anywhere. The impact is two-fold: an increased weed control budget (whether it's spraying, or mowing, or hand removal) and dockage to grains and forages sold into the market place. The added increased costs affect the overall net profits at the farm level.

Mowing of right-of-ways can be an effective method of control of some noxious and prohibited noxious weeds, if mowing occurs prior to seed set. However, if mowing does not occur throughout the right-of-way, those weeds growing outside of the mowing path will be able to complete their life cycle, creating a larger issue in subsequent years. If full right-of-way mowing cannot occur in a timely fashion annually, additional control measures must be utilized to ensure control.

Spraying of weeds will only occur if local municipalities identify areas of concern and issue a notice under the Weed Control Act to Alberta Transportation. This is an inefficient use of resources both on the municipal and provincial end. The best control of noxious and prohibited noxious weeds comes from prevention or early detection and control of an infestation. Furthermore, multiple control measures over consecutive years is the most effective and efficient way to control weeds. Reactive control is considerably more expensive if weeds are not controlled annually.

Safety:

In addition to not controlling weeds in highway ditches, the province has reduced its mowing program along our highway ditches. Mowing, also a method of controlling weeds, used to be conducted twice per year along our highways – along the shoulder, and every four to five years as prescribed from shoulder to fence-line.

This year we were initially informed that the province did not budget for any ditch mowing. After raising concerns to Alberta Transportation, we were informed we would get one mow this season, of only one pass along the shoulder of the highway. Not only does this impact control of the weeds along our highways, we have a grave concern for the safety of the public travelling these highways. The visibility of wildlife crossing the highways is hindered by the tall weeds and grass.

We have received several calls and visits from county residents who have noticed increased wildlife and bird strike along our two- and three-digit highways. They are worried for their own safety as well as the safety of local wildlife impacted by motorist's inability to spot wildlife and have proper warning time in which to react to wildlife crossing. Furthermore, this has a financial impact from the aspect of automobile insurance rates and premiums.

Province ignoring its own Act:

Under the *Weed Control Act*, landowners have a responsibility to “control a noxious weed that is on the land the person owns or occupies” as well as “destroy a prohibited noxious weed that is on land the person owns or occupies.” As owner of provincial highways, the Province of Alberta, through the Ministry of Transportation, has a responsibility to control weeds throughout their right-of-ways.

The best control of weeds comes from prevention, not reaction. The province is not abiding by its own legislation intended to control the spread of noxious and prohibited noxious weeds. By not controlling the ditches, municipalities are put in the uncomfortable position of having to issue weed notice to the province. We cannot expect landowners to control weeds on their land while the province ignores weeds in their right-of-way's.

History & Legislation:

Alberta highway shoulders were mowed twice per season. Approximately every four years, a manager would prescribe additional shoulder to fence-line mowing. In 2015, Alberta Transportation stopped mowing along all highways. Alberta Transportation proactive weed control plans changed in 2014. Alberta Transportation stopped spraying weeds proactively, and would only spray if they were issued a weed notice.

The Alberta Weed Control Act was proclaimed in Province of Alberta in 1907. It is reviewed and proclaimed every four or six years. It was last reviewed and proclaimed in 2016.

The Alberta Weed Control Act aims to regulate noxious weeds, prohibited noxious weeds, and weed seeds through various control measures, such as inspection and enforcement, together with provisions for recovery of expenses in cases of non-compliance. Additionally, it mandates the licensing of seed cleaning plants and mechanisms. An excerpt is included:

Part 1:**Noxious weeds — control**

2 A person shall control a noxious weed that is on land the person owns or occupies.

Prohibited noxious weeds — destroy

3 A person shall destroy a prohibited noxious weed that is on land the person owns or occupies.

Spread of weeds prohibited

4(1) Subject to the regulations, a person shall not use or move anything that, if used or moved, might spread a noxious weed or prohibited noxious weed.

Other Stakeholders

Alberta Invasive Plants Council - This group of individuals and organizations work hard to educate the public on invasive species (plants, and organisms) not only in our province, but also those that can potentially be introduced in our province. This group tries very hard to stop the spread of invasive species.

Association of Alberta Agricultural Fieldmen - This is a group of about 160 members from across the province, these men and women work hard every day to try and reduce or eradicate the invasive species in their respective Counties or MD's. We are bound by the Alberta Weed Act in our own jurisdiction to both keep Right of Ways clean, but also educate and enforce weed concerns to local producers.

Agricultural Services Board - There are 69 municipalities that have an Agricultural Services Board, this board and its members create and uphold strategic plans that include proactive measures to reduce invasive populations in their jurisdiction. We work hard every year to improve our stewardship on the lands around us.

Alberta Transportation - Alberta Transportation has a very high invested interest as they are in control of the highways, these roads must be kept safe for all travelers. Letting unwanted vegetation stay on the shoulders of the roads, growing tall allows for very unsafe driving conditions, as wildlife can emerge with little notice, as well as, travelers when stopping on the sides of the roads can unknowingly transfer invasive species.

Alberta Agriculture and Forestry – The Alberta Weed Act is an act that has been around since 1907. This is an act that was created by Alberta Agriculture and Forestry. If the expectation is to educate and enforce this act upon the public, they must abide themselves.

CP and CN rail lines - The rail lines cross over provincial highways all over the province, when the two crosses, there is a chance of transferring weeds further on, even out of province.

Past Advocacy Efforts

Previous resolutions have been passed by the Provincial ASB Conference that have addressed weed control within Alberta Transportation: in 2008, 2010, 2016 and 2017. In addition, a resolution was brought to the Alberta Association of Municipal Districts & Counties (AAMD&C), currently know as the Rural Municipalities of Alberta (RMA) in 2016.

Provincial Agricultural Services Board Conference

2006:

Resolution #10 - Weed Control Along Primary and Secondary Highways

A resolution was passed that requested “the Provincial Government allocate sufficient funds to control the weeds and undesirable vegetation along their primary and secondary highways within the province”.

At that time Alberta Infrastructure and Transportation indicated that they placed a “high priority on weed control within all highway rights-of-way”. The department also stated that in 1999 a

process was initiated “to involve the Fieldmen more directly in the weed control programs by allowing them, in urgent situations, to order work directly from highway maintenance contractors or to undertake weed control using their own forces. This process has been quite successful on a provincial basis”.

2008:

Resolution #15 - Weed Control of Alberta Infrastructure and Transportation Roadways

Agricultural Services Boards across Alberta are/were interested in providing weed control in their municipality, the local Agricultural Services Boards are willing and ready to help control the highways, in the most effective, and efficient way possible. Weed Control within all highway right of-way's is a priority for government. The department has contractual obligations to have weed control work done by the highway maintenance contractors. Staff from Alberta Infrastructure and Transportation (INFTRA) and Alberta Agriculture and Food work closely with Agricultural Fieldmen and highway maintenance contractors to determine the weed spraying and mowing requirements along each roadway within their jurisdiction. Also, Agricultural Fieldmen identify problematic locations that need special attention and ensure they are addressed

2010:

Resolution #4 - Alberta Transportation Roadside Weed Control

A resolution was passed that requested “Alberta Transportation review their current weed control program to ensure the effectiveness of the program and give consideration to an increase in the current width of ditch that is sprayed as well as implementing a monitoring and assessment program to ensure that severe populations are dealt with proactively not reactively.”

2017:

Resolution #5- Vegetation Management on Alberta Provincial Highways

Enforcement of the Weeds Act along highways in the province continues to be limited by provincial budget constraints. The proactive approach planned by the Ministry of Transportation has been put on hold and ASBs are not likely to see a blanket plan like the Integrated Vegetation Management Plan agreed on for 2017 to 2019.

In the response letter to the 2017 resolution, Alberta Transportation replied that the ministry was developing a “comprehensive and mutually agreeable vegetation management control plan” that was intended to address vegetation management over a multiple year approach. This was to include:

Chemical vegetation control:

- All class highways: one full right-of-way spray every four years.
- All class highways: one percent of total hectares reactive spraying for prohibited noxious weeds annually and/or localized noxious weed concerns. Mowing may be completed instead of spraying if appropriate.

Mowing:

- Class 1A highway: one full-width right-of-way cut and one shoulder cut annually.
- Class 1B highways: one full-width right-of-way cut every four years and one shoulder cut annually.
- Class 2 and 3 highways: one full-width right-of-way cut every four years and one shoulder cut annually.

Although this plan was initiated, a full four-year cycle was not completed as provincial budget cuts reduced funding. Vegetation management reverted to minimal action (one shoulder pass of mowing along most provincial highways).

On September 1, 2020 the ASB Provincial Committee met with Deputy Minister Rae-Ann Lajeunesse and Assistant Deputy Minister Tom Loo from the Ministry of Transportation to discuss the conclusion of the 2017-2019 Integrated Vegetation Management plan, and the possibility of creating another 3 year plan. The DM was very positive with a willingness to improve communications and coordinate management approaches at the local level. Regional and District Operational staff were encouraged to attend regional ASB conferences to answer questions and facilitate relationship.

In May 2021, the ASBPC met with Darren Davidson, Regional Director and Rob Huston, Operations Manager with Alberta Transportation to discuss plans for the upcoming field season. Here are a few things to keep in mind as weeds start popping up along Alberta's highways this summer:

- Contractors require a work order from the AT District or Regional office before they can do any vegetation related work on the highways. Vegetation control is not part of their regular contract.
- There are limited funds currently so the blanket approach taken in the last Integrated Vegetation Management Plan is not possible. Instead work orders for vegetation control will be issued for public safety concerns first, and weed concerns as funds allow.
- Any weed notices issued by municipal staff should be sent directly to the appropriate District or Regional Alberta Transportation office for the fastest response. Notices sent directly to the minister have a longer process for being addressed.

Currently, some municipalities have agreements in place to conduct reactive weed control along provincial highways. This is done in circumstances where the Maintenance Contractor is unable to perform the weed control in a timely manner and permits the municipality to perform the control on their behalf. The municipality identifies the weed issue and then is permitted to conduct the control. Although not the most efficient or effective control method, this type of agreement does allow for more timely application and control of weeds within the right-of-ways.



Request for Decision (RFD)

Meeting Date: Thursday, August 8, 2024

Agenda Item: **#7.7**

Topic: Alberta CARE Annual Fall Conference 2024

Presented By: CAO

Recommendation(s):

That Smoky Lake County Councillors and relevant administration who can attend - attend the 24th Annual Alberta Coordinated Action for Recycling Enterprises (CARE) Fall Conference 2024, scheduled for September 11th-13th, 2024 in Bonnyville, Alberta.

Background:

Well attended by Smoky Lake County for several years, this annual conference has proven to be of value.

Benefits:

Explore other waste facilities and learn about best practices and the latest recycling information and programs.

Disadvantages:

Unknown.

Alternatives:

Any alternative to the recommendation is at the discretion of Council.

Financial Implications:

Registration = \$600+GST

Mileage & Meals as per Policy

Lodging = \$142/night

Legislation:

Policy Statement No. 08-18-08: Council Remuneration and Expenses

Intergovernmental: N/A

Strategic Alignment: N/A

Enclosure(s): N/A

1. Alberta CARE Annual Fall Conference Pamphlet.

Signature of the CAO:

A handwritten signature in blue ink, appearing to be "C. A. O.", written over a horizontal line.

24th Annual Alberta CARE Conference

Please forward registrations & payment to:
ALBERTA C.A.R.E.
Linda McDonald, Executive Director
5212-49 Street
Leduc, AB T9E 7H5
Cell: 1-780-668-6767
Email: executivedirector@albertacare.org
Web: www.albertacare.org

24th Annual Alberta CARE Conference

September 11th-13th
2024

Accommodations

Microtel Inn
5409 Lakeland Road, Bonnyville, AB
1-780-687-2120

Block of Rooms under “Alberta CARE”



Block of Rooms under “Alberta CARE”



Best Western Hotel
101 - 5401 43 Street, Bonnyville, AB
1-780-826-6226

24th Annual Alberta CARE Conference

September 11th- 13th
2024

GENMEC Hall
4315 - 50 Avenue
Bonnyville, AB



Who Should Attend?

- Municipal Elected Officials
- Waste Management Employees
- Public Works Employees
- Landfill Operators
- Government Waste Management Agencies
- Community Recycling Associations and Non-Profit Groups
- Waste Management Businesses
- Environmental Organizations
- School Boards, Education Facilitators
- Anyone interested in Reusing, Reducing, Recycling and Recovery

Silent Auction
Going once...
Going twice...

Beginning September 11th
Ending September 12th at 8pm

Tuesday, September 10th

9:00 a.m. - 5:00 p.m. Updated HHW HSP Course
Register with Executive Director for Course registration.
Course cost \$550.00 p.p Non-members \$575.00 p.p
executivedirector@albertacare.org

Wednesday, September 11th

9:00 a.m. - 5:00 p.m. Registration and Exhibit Set Up

11:00 a.m. Light Lunch and Refreshments

12:30 p.m. TOUR 1

(Bus Provided)

- Ardmore Landfill
- Cold Lake Fish Hatchery
- Kinsoo Ridge with Activities
Cold Lake Brewers Beer tasting
- OPTIONAL -Adventure Park - Pre-register \$35.00 includes Target Golf (clubs provided)

OR

TOUR 2

- Ardmore Landfill *(Bus Provided)*
- Kinsoo Ridge with Activities
Cold Lake Brewers Beer tasting
- OPTIONAL -Adventure Park - Pre-register \$35.00 includes Target Golf (clubs provided)

OR

TOUR 3

- Boat Tour to French Bay
(Limited Seating)

1:00 p.m.

Welcoming Remarks from the Reeve of the MD of Bonnyville.

6:00 p.m.

Welcoming Remarks from the Town of Bonnyville

BUFFET BANQUET at the Kinsoo Ridge
(The MD of Bonnyville is offering pickup service from Genmec Hall at 2:00 p.m., 3:00 p.m., 4:00 p.m., and 5:00 p.m.)

6:15 p.m.

Buses returning to Bonnyville between 8:00 p.m. and 9:00 p.m.

Thursday, September 12th

7:00 a.m. Exhibit Viewing & Buffet Breakfast at Genmec Hall

8:15 a.m. Welcome – Alberta CARE

8:30 a.m. Environmental Strategies and Accomplishments
Brad Ollen, Manager Waste Services, MD of Bonnyville

9:15 a.m. Updated Alberta Extender Producers Responsibility.
Ed Gugenhiemer, CEO, Alberta Recycling Management Authority

(Coffee Side Board)

10:00 a.m. Alberta Recycling Management Authority
Collection Site Awards Of Excellence.
Ed Gugenhiemer, CEO

10:30 a.m. Waste to Energy Project Phase II
Art Sawatzky, General Manager
Peace River Waste Management Company

11:15 a.m. Home Food Recycling Demo Unit
Food Cycle Science Corp. presented by Rob Smith,
Athabasca Regional Waste Services Commission

NOON BUFFET LUNCHEON

1:15 p.m. TOUR 4

- Grain Bag Rolling Demo - Fort Kent, AB
- Fort Kent Bin Site
- Waste Shredder DEMO - LaCorey Landfill

OR

1:30 p.m. Golfing at Bonnyville Golf and Country

(Travel on your own)

OR

1:30 p.m. TOUR 5

- Boat Tour to French Bay
(Limited Seating)

(Buses for Boat Tour Drop off and pickup back to Genmec Hall)

5:00 p.m.

Cocktails

6:30 p.m.

BUFFET BANQUET

8:00 p.m.

Silent Auction Ends

9:00 p.m.

HOSPITALITY EVENING - Hosted by K&K Recycling

\$600.00 Registration Per Person
Register 3 or more Delegates
and receive a...
10% Discount!

Friday, September 13th

7:00 a.m. Exhibit Viewing & Hot Buffet Breakfast

8:30 a.m. Posi-Shell, and Alternative for Daily cover for Landfills, Cost Saving Benefits,
James Manchester, LSC Environmental

9:15 a.m. Innovating Waste Management at County of Wetaskiwin;
Alberta's First End to End Circular Waste Solution Partnership with Nova Scotia clean-tech Company Scott MacDougall, CAO County of Wetaskiwin and Kevin Cameron, VP of Sustane, Business Development

10:00 a.m. WAIV Technology
Leachate Evaporation
Brad Granley, Founder, Seattle, Washington

11:00 a.m. Closing Remarks - Alberta CARE
(Coffee Side Board During Morning Sessions)



Kinsoo Adventure Park



Sailing on Cold Lake



Biking and Quad Trails



Bonnyville and District Centennial Centre

This Conference is Alberta Environment approved for 'Continuing Education Units'

ALBERTA Coordinated Action for
Recycling Enterprises (CARE)
1-780-980-8089 Office
1-780-668-6767 Cell

**Cancellation Deadline
August 28th 2024**

Printed on 100% Post-Consumer Recycled Paper





Request for Decision (RFD)

Meeting Date: Thursday, August 8, 2024

Agenda Item: **#7.8**

Topic: Recycling Council of Alberta (RCA) Circular Economy Conference

Presented By: CAO

Recommendation(s):

That Smoky Lake County Councillors and relevant administration who can attend - attend the Recycling Council of Alberta (RCA) Circular Economy Conference, scheduled for October 30 to November 1, 2024, to be held at the Fairmount Banff Springs Hotel in Banff, Alberta.

Background:

Well attended by Smoky Lake County for several years, this annual conference has proven to be of value.

Benefits:

Explore other waste facilities and learn about best practices and the latest recycling information and programs.

Disadvantages:

Unknown.

Alternatives:

Any alternative to the recommendation is at the discretion of Council.

Financial Implications:

Registration = \$785+GST

Mileage & Meals as per Policy

Lodging = \$809/night

Legislation:

Policy Statement No. 08-18-08: Council Remuneration and Expenses

Intergovernmental: N/A

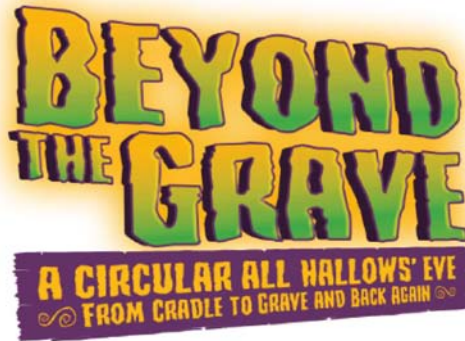
Strategic Alignment: N/A

Enclosure(s): N/A

1. Alberta CARE Annual Fall Conference Pamphlet.

Signature of the CAO:

A handwritten signature in blue ink, consisting of several loops and a long horizontal stroke.



OCTOBER 30 TO NOVEMBER 1, 2024 THE FAIRMONT BANFF SPRINGS HOTEL

BANFF, ALBERTA

REGISTER NOW

WEDNESDAY, October 30 THURSDAY, October 31 FRIDAY, November 1

WEDNESDAY, October 30

9:00 am - 2:00 pm

Conference Registration / Refreshments

10:00 am - 12:00 pm

Workshops

- **Twilight Zone – Building Sustainable Procurement**

President's Hall

Join us for an engaging and interactive workshop, "Driving Zero Waste and Circularity by Leveraging Sustainable Procurement" designed to explore sustainable procurement and its role in helping local governments and institutions achieve zero waste goals. This workshop will delve into the green pillar of sustainable procurement, highlighting its critical role in reducing waste and advancing a circular economy.

Cost: \$75/person

- **It's Alive, It's Alive – EPR**

Van Horne A/B

This workshop will provide updates on the implementation of the Alberta EPR regulation. Both ARMA and PROs will be on hand to discuss system details and help municipalities maneuver their way through the implementation process.

- Ed Gugenheimer and Gabrielle Betts (ARMA)
- Allen Langdon (Circular Materials) – The Only Thing Scary are the Timelines: An Update on EPR Implementation in Alberta
- Jason Brown (Call2Recycle)
- Mannie Cheung and Brian Bastien (Product Care)

- **The Poltergeist of Plastics: Polymers 101**

Plastics have offered and continue to offer an unprecedented uplift in quality of our lives. This workshop will provide an introduction to polymers as the main component of plastics and elaborate on what makes plastics a unique class of materials. This will be followed by a discussion on the end-of-life options for plastic products and how we can minimize their negative impacts on the environment. The workshop will conclude by presenting the recent advances in recycling technologies that enable us to expand the amounts, types, and qualities of plastics waste that can be recycled.

- Prof. João B. P. Soares and Dr. Arash Alizadeh, Department of Chemical and Materials Engineering, University of Alberta

Cost: \$75/person

12:00 pm - 1:00 pm

Lunch - On Your Own

1:00 pm - 2:30 pm

Tour: An Eternal Life - Circular Community Spaces: Banff's Library of Things & the Town's Newest Sustainable Build

On this tour, you will be dropped off at Banff's Public Library where you will be given a tour of the Library of Things. With support from the RCA's Circular Communities program, and in partnership with the Town of Banff, the Banff Public Library launched the Library of Things to provide residents with borrowing opportunities for a variety of items that are rarely used, hard to store, or expensive, such as tools, cooking appliances and hobby items. Attendees will then walk across the bridge to Banff's Recreation Grounds and visit the Pavilion, which was the first building that adheres to the Town's Municipal Sustainable Building Policy and will be certified as Passive House Low Energy Building due to its low energy consumption. You will also learn about unique accessibility features that earned the building Rick Hansen Accessibility Certification.

Sponsored by City of Lethbridge

1:00 pm - 2:30 pm

Tour: A Walk Through the Swamp - Business Action & Biomass: Visit the Canoe Hotel and Waste Transfer Site

On this tour, you will first visit the brand new Canoe Hotel, where you will have the chance to learn about the unique ways that they have designed the guest experience to be "zero waste". This includes, but is not limited to, a zero waste coffee experience as well as an overview of the Banff Borrows cup reuse program. You will then get back on the bus and make your way out to Banff's Waste Transfer Site, where you will learn about the Biomass District Heat System. The system uses a boiler to burn waste wood (for example from wooden pallets) and heat water which is delivered through an underground pipe network to supply heat to four buildings: Roam Transit Operations & Training Centre, Fleet Services, Operations Maintenance Shop, and the Waste Transfer Station.

1:00 pm - 2:30 pm

Tour: Not so Spooky - Banff Springs Hotel Environmental Programs

Join Fairmont Banff Springs management on a tour that outlines the environmental programs integral to the hotel. A behind the scenes look at how your stay in Banff is minimizing environmental impacts.

- Led by Patrick Jones and Scott Kelly (Fairmont Hotels)

1:00 pm - 2:30 pm

Tour: Nature Walk – led by Peter Duck

WHEN YOU LIVE OUT IN THE WOODS TODAY...

It's scary living in a town surrounded by fuel that's ready to burn. Join Peter Duck, local naturalist and retired resource recovery specialist, for a walk in the woods. We'll stretch our legs on the trails leading from the hotel through the woods on the edge of town with just enough up-hill to get you invigorated by the fresh mountain air. We'll talk about the nature of Banff and how a town that is integrated with the forest is being prepared for wildfire. We can talk nature, or we can also talk trash, it's up to you.

1:00 pm - 2:30 pm

Reduce, Reuse, Ruminant film screening

Theatre

Continuous showing

1:00 pm - 2:30 pm

Frightfully Delightful Sustainable Flower Arranging

Room 25XX

Cost: \$100/person

Join Becky Feasby from [Prairie Girl Flowers](#) for 2 hours of learning and creating! She'll explain the sustainability issues in floriculture, share about sourcing flowers domestically, and lead the group in a how-to and hands-on session to create a classic European style hand-tied bouquet. You'll need to bring a clean mason jar type "vase" for your arrangement! Be sure to rescue an item from your recycling bin for this purpose. If time permits, she will also talk about how to create arrangements without the use of floral foam or other plastics.

2:30 pm - 3:00 pm

Time for a Coffin Break

Van Home C

Exhibit Viewing and Refreshments

Sponsored by Viably

3:00 pm - 4:30 pm

PLENARY SESSION: Perpetual Circular (Economy)

Van Home A/B

As municipalities evolve towards Circular Economy, innovative planning elements are emerging that move beyond waste management towards opportunities to embrace a regenerative approach where materials do not become waste. Learn about the approaches taken by some of the leading jurisdictions.

Moderator: Corey Pembleton (FCM)

- Dave Merredew (City of Calgary) – Circular Economy programs (Grants and new Partnerships)
- Jen Stone – District of Squamish (CE Roadmap and Circular Trailblazer Program)
- Richard McHale (City of Austin)
- Sophie Taillefer and Marie-Kim Boucher (RECYC-QUÉBEC) – Quebec provincial waste audit

Sponsored by GFL Environmental Inc.

5:00 pm - 6:30 pm

A Coven of Witches - RCA AGM

Van Horne A/B

7:00 pm - 11:00 pm

Reception

Van Horne A/B

Sponsored by Merlin Plastics

Witch's Brew – Reception drinks sponsored by CasCell Trading Group Inc.

Fright Night Haunted Castle Tour

Embark on a captivating journey through time with our Haunted Hotel History Tour of Banff Springs that comes with a spooky twist. Led by knowledgeable guides, you'll explore the storied halls and elegant spaces of this iconic hotel, hearing tales of its illustrious past dating back to its grand opening in 1888. Discover the fascinating stories of noteworthy guests, architectural marvels, and the rich heritage that has made Banff Springs a cherished landmark in the heart of the Canadian Rockies. However, be prepared to meet some of the notable guests who never checked out of the hotel.

Cost – \$40/person

THURSDAY, October 31

7:45 am - 8:30 am

Cauldron of Coffee

Van Horne C

Breakfast & Exhibit Viewing

Sponsored by EFS-Plastics Inc.

8:30 am - 9:00 am

Conference Opening and Welcome

Van Horne A/B

- Welcome – Jeannie Bertrand – RCA President
- Fairmont Banff Springs Hotel welcome – Patrick Jones
- The Hon. Rebecca Schulz, Minister of Environment and Protected Areas

9:00 am - 10:00 am

KEYNOTE: Wes Olson - Ecological Buffalo

Van Horne A/B

Sponsored by The City of Calgary

10:00 am - 10:30 am

Trick or Treat

Van Horne C

Exhibit Viewing & Refreshments

Sponsored by Claystone Waste Ltd.

10:30 am - 12:00 pm

PLENARY SESSION: In Search of Eternal Forgiveness

Van Horne A/B

Plastics has been at the front of national and international movements towards action on plastic waste and pollution. Learn from researchers and advocates about the issues and potential actions.

- Dr. Andrea Hull (Canadian Association of Physicians for the Environment) – Human health and environmental justice considerations of plastics
- Anna Ryan (Dalhousie University) – It's raining microplastics! Storm-driven deposition of atmospheric microplastics in Newfoundland
- Kiera Greenaway (U of A) – Microplastics Research
- Anthony Merante (Senior Plastics Campaigner, Oceana) – Global Plastics Treaty

Sponsored by City of Edmonton

12:00 pm - 1:30 pm

Don't be Afraid to Have a Bite - Lunch

Van Horne A/B

Sponsored by Circular Materials

1:30 pm - 3:00 pm

CONCURRENT SESSION: Cleaning up the Haunted House

Van Horne A/B

The built environment touches all aspects of our lives, encompassing where we live, water and electricity systems, and transportation networks. It is associated with substantial environmental impacts, as well as playing a key role in efforts to dematerialize and decarbonize society. This session presents some important initiatives being undertaken to achieve this.

- James Smith (Good Roads) – Reclaimed Asphalt Pavements (RAP) and Recycled Concrete Aggregates (RCA) across Canada
- Megan Esau (Enviro-Corp Recycling) – The Future of Recycled Aggregates – an Introduction into Foam Glass Gravel
- Aidan Mills (Northstar Clean Technology / IKO) – Asphalt Shingle Recycling
- Bruce Kay (OnGrowing Works) – Passive and Net Zero Homes Sustainably Spooky Houses

Sponsored by Product Care

1:30 pm - 3:00 pm

CONCURRENT SESSION: Frankenstein's Laboratory - Waste Prevention and Reuse*President's Hall*

Waste prevention through better design is the foundation of Circular Economy efforts. This session brings some practical local efforts to tackle waste reduction through practices such as reuse.

- Tanya Pacholok (Biosphere Institute of the Bow Valley)
- Karli Fleury (Banff Lake Louise Hospitality Association) – Banff Borrowers
- Rene Geber (Banff Farmers Market)

Sponsored by Quantum Lifecycle Partners LP

3:00 pm - 3:30 pm

Witches' Brew*Van Horne C*

Exhibit Viewing & Refreshments

Sponsored by Call2Recycle Canada

3:30 pm - 5:00 pm

CONCURRENT SESSION: Surviving the Death of Decay*Van Horne A/B*

Food waste is not only a waste management challenge, but also a huge lost opportunity to properly channel a very valuable resource that represents a significant social and economic issue. Hear from some key players who are undertaking approaches to address food waste.

Moderator: Julie Dickson Olmstead (Canadian Centre for Food Integrity)

- Jessica Regan (Food Mesh)
- Amie Peck (Canadian Beef / Canadian Cattle Association) – Food Lost to Feed Found
- Ryan Kasko (Kasko Cattle Co.)
- Victoria Ross (aGRO Systems)

Sponsored by Integrity Waste Solutions

3:30 pm - 5:00 pm

CONCURRENT SESSION: Embracing the Skeletons in our Closet*President's Hall*

Textiles have emerged as an increasing component of the waste stream, presenting a challenge to waste managers and policy makers alike. Hear from some of the leaders and innovators in this key space.

- Tonny Colyn (NACTR) – Community-Led reuse toolkit
- Jordan Girling (WRAP) – Proliferation of Textiles EPR systems
- Eric Corneau (ECCC) – Opportunities for Circularity in Apparel Textiles in Canada
- Leah Seabrook (Strathcona County) – Implementing Textiles Collection

Sponsored by Strathcona County

6:30 pm - 7:00 pm

Here for a Gourd Time Reception*Van Horne A/B*

7:00 pm - 11:45 pm

Fright Night Banquet*Van Horne A/B*

Banquet sponsored by ABCRC

Make sure to dress according to our conference theme by donning your scariest Halloween costume. In the spirit of being circular, please consider incorporating reuse/recycling into your 'wear'. [More info.](#)

MC: Donovan Workun

Rs of Excellence Awards

Sponsor Tribute

Monster Mash Entertainment: Retrofits

FRIDAY, November 1

8:00 am - 9:00 am

Hallowe'en Hangover*Van Horne C*

Exhibit Viewing & Breakfast

Sponsored by Nespresso Canada

9:00 am - 10:30 am

PLENARY SESSION: Not Just a Bunch of Hocus Pocus!*Van Horne A/B*

This session will be sure to grab your attention as you hear from notable Circular Economy innovators.

- Marc Wandler (Susgrainable)
- David Walker (EcoSpirits)
- Andrew Yule (ReCork)

- Clayton Miller (Quantum Life Cycle Partners) – refurbishing
- Tammy Rucker (Revolution Sustainable Solutions) – Bringing PCR Back to Life
- John Cardella (Nespresso)
- Brandon Golding (Saskatoon Makerspace)
- Kerra Chomlak (ClimateWest)
- Leor Rotchild – How We Gather Matters
- Genaro Gelves (PolyCo Floors)

Sponsored by Beverage Container Management Board

10:30 am - 11:00 am

Hair of the Dog

Van Horne C

Exhibit Viewing & Refreshments

Sponsored by TOMRA Canada Inc.

11:00 am - 12:15 pm

PLENARY SESSION: The Truth is Out There

Van Horne A/B

To keep you inspired, this session will leave you with some important messages and opportunities to move forward with Circular Economy.

Moderator: Isabelle Faucher (Carton Council of Canada)

- Jana Hanova (KPMG) – Shifting from a demand-driven economy to a supply constrained world
- Elliot Assimakopoulos (Realizse) – Recichain
- Ralph Torrie (Corporate Knights) – [The 100 most sustainable companies of 2024 | Corporate Knights](#)

Sponsored by Carton Council of Canada

12:15 pm - 1:30 pm

WORKING LUNCH

Van Horne A/B

Sponsored by Alberta Recycling Management Authority

ABOUT

The Recycling Council of Alberta's annual circular economy conference **"Beyond the Grave – A Circular All Hallows' Eve"**, will be held October 30 to November 1, 2024, at The Fairmont Banff Springs Hotel in Banff, Alberta. [More information about our organization can be found here.](#)

MENU

[HOME](#)

[PROGRAM](#)

[INFO](#)

CONTACT

For more information about the RCA's Conference:

Recycling Council of Alberta

contact: Christina Seidel or Jennifer Koole

e: info@recycle.ab.ca



Request for Decision (RFD)

Meeting Date: Thursday, August 8, 2024

Agenda Item: #7.9

Topic: 2024 Financial Plan

Presented By: Brenda Adamson / Financial Manager

Recommendation:

That the Five Year Financial Plan for 2024-2028 be approved

Background:

MGA Section 283.1, Financial Plans and Capital Plans, states that, at a minimum, every municipality must prepare a written three-year financial plan and a five-year capital plan. Municipalities are encouraged to consider longer timeframes for financial planning if they see a benefit to doing so. As we are preparing a 5-year capital plan, we have extended the financial plan to 5 years as well.

The plan © provides summary information on the services we provide, the budget process, and the fund structure we use. It will provide the reader with valuable information regarding our reserves (restricted surplus) and their forecasted balances. It is set up to help the reader understand where revenue comes from, how we spend the money as well as what changes are predicted.

The plan is presented so that the reader can easily identify how much tax revenue is needed each year to balance the budget. There are large fluctuations predicted. This is because we keep moving large capital purchases from the current year budget to the next year budget. The amount that we will need to spend to catch up with the capital replacement in the next year keeps increasing. When reading it, you will see that the tax revenue needed to balance the budget as it stands is an unachievable amount.

The public consultation process took place in November/December, 2023. The focus was the 2024 budget with discussions regarding the future budgets.

Benefits:

- Smoky Lake County exceeds provincial requirements.
- Administration and Council can begin to plan for additional revenue needs in future years.
- Council and administration can evaluate the longer term consequences of current program and organizational decisions.
- The County can be prepared for future financial challenges and opportunities.
- This is a more proactive approach to financial planning.
- This plan is a flowing document and is adjusted and updated every year.

Disadvantages:

- Longer term financial planning requires upfront staff time.
- There are many unknown factors, therefore years 2-5 are only estimates of what we can expect.

Alternatives:

- Council can add, delete, or change the priorities in in future years.



Request for Decision (RFD)

Financial Implications:

The financial plan will be updated each year to reflect the current year budget and forecasted capital requirements.

Legislation:

Required plans

283.1(1) In this section, (a) "capital plan" means a plan referred to in subsection (3);(b) "financial plan" means a plan referred to in subsection

(2).(2) Each municipality must prepare a written plan respecting its anticipated financial operations over a period of at least the next 3 financial years.

(3) Each municipality must prepare a written plan respecting its anticipated capital property additions over a period of at least the next 5 financial years.

(4) The 3 financial years referred to in subsection (2) and the 5 financial years referred to in subsection (3) do not include the financial year in which the financial plan or capital plan is prepared.

(5) Council may elect to include more than 3 financial years in a financial plan or more than 5 financial years in a capital plan.

(6) Council must annually review and update its financial plan and capital plan.

Intergovernmental:

n/a

Strategic Alignment:

n/a

Enclosure(s):

- 2024-2028 Financial Plan

Signature of the CAO:

A handwritten signature in blue ink, appearing to be a cursive name, written over a horizontal line.

2024 - 2028 Financial Plan



Smoky Lake County
4612 McDougall Drive, PO Box 310
Smoky Lake, AB T0A 3C0
www.smokylakecounty.ab.ca

Introduction

The 2024 to 2028 financial plan provides the highlights of Smoky Lake County's Operating, Capital, and Road Plan budgets. This document is divided into 5 sections:

Strategic highlights: provides summary information on Smoky Lake County's strategic plan.

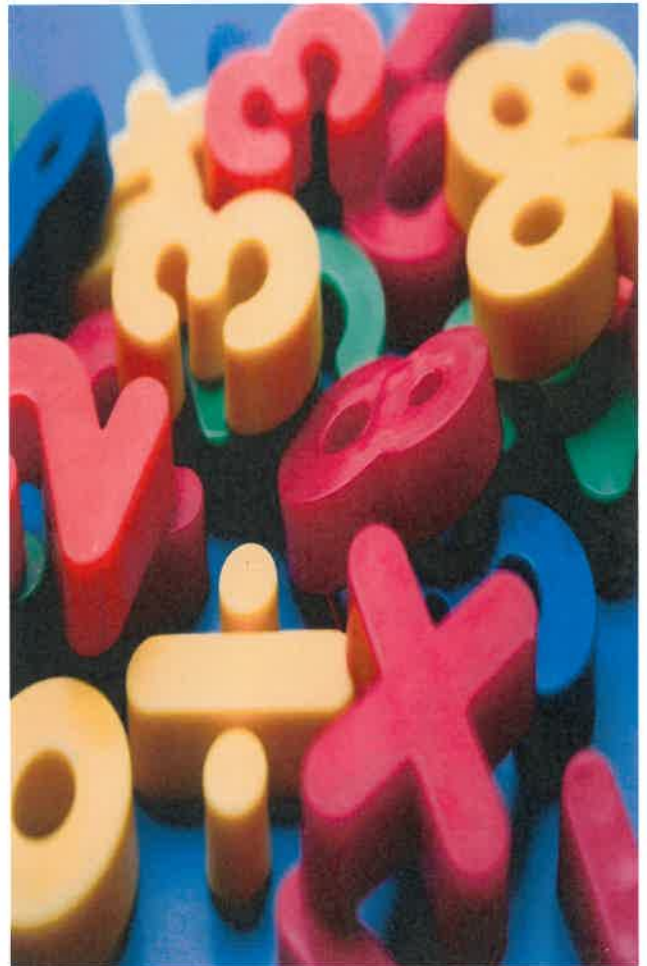
County Information: provides general information on Smoky Lake County and the services provided.

Budget Highlights: explains the process that Council goes through to create an approved budget, as well as the current financial status and budget considerations for the future.

Budget: provides information on the operating and capital budgets for 2024, 2025, 2026, 2027 and 2028.

Appendix: includes copies of related policies passed by council

- ✓ *Budget Development Policy 08-11*
- ✓ *Revised Capital Budget*
- ✓ *Five-Year Road Plan Policy 03-18*



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Appendix 3 : Policy 03-18 Five Year Road Plan – Section 3 only	40

Smoky Lake County Information



Council

Your Councillor represents you and the division where you live or do business.

Find out about the boards and committees they serve on at: www.smokylakecounty.ab.ca/p/committees



Division 1 Councillor
Dan Gawalko
780-645-1589
dgawalko@smokylakecounty.ab.ca



Division 2 Councillor & Deputy Reeve
Linda Fenerty
780-646-0015
lfenerty@smokylakecounty.ab.ca



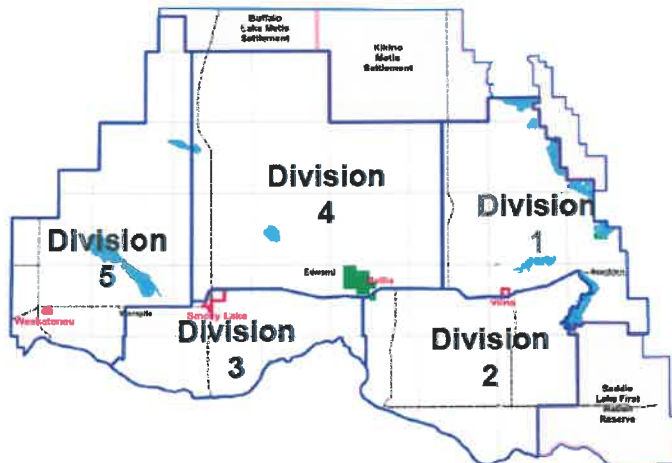
Division 3 Councillor
Dominique Cere
780-656-0494
dcere@smokylakecounty.ab.ca



Division 4 Councillor
Lorne Halisky
780-650-5401
lhalisky@smokylakecounty.ab.ca



Division 5 Councillor & Reeve
Jered Serben
780-656-5244
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2023-2025 STRATEGIC PLAN

The full Strategic Plan can be viewed at
www.smokylakecounty.ab.ca/p/strategic-plan



Vision

Leading the way in positive growth with healthy, sustainable, rural living

Mission

Smoky Lake County strives for collaboration and excellence in the provision of transparent and fiscally responsible governance and services.



Strategic Priorities:

- Grow Employment Opportunities- Council is committed to Lobby for the reinstatement of healthcare services in the region, the re-opening of the courthouse, and supporting growth in all industries to stimulate population growth in the region.
- Pro-activity in Development - Committed to the development of policy and programming to foster a proactive approach to land management.
- Emergency Service - Council is committed to ensure that all County residents have access to full-services Police, Fire, and EMS services.
- Education - Council is committed to ensuring that educational opportunities for County residents continue to grow
- Cultural Diversity - Council is committed to ensuring that the County is recognized as being a Culturally Diverse Community

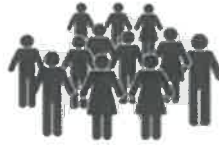
Funds have been budgeted in 2023 and 2024 to carry out the following activities:

- ✓ Contract a Lobby Consultant.
- ✓ Investigate and participate in the Alberta Advantage Immigration Program.
- ✓ Prepare market studies. (To be reviewed)
- ✓ Review the 2013 Recreation Master Plan.
- ✓ Review County Economic Development
- ✓ Update the Land use Bylaw and Municipal Development Plan

COUNTY INFORMATION



3,396.3
square kilometers



POPULATION*
2,517



Average Age
42.0



12
Mini Transfer Stations
2
Landfill Locations



1,555 KM
of Roads

1,337 KM
Gravel Roads

193 KM
Paved Roads

25 KM
Fibre Mat Roads



56
Bridges

46
Culvert Bridges
Included



1,563 KM
Natural Gas Pipelines
Owned and Operated
(and growing)



198,170 acres
Annual Crop Land



3
Fire Departments

* County's calculated population for Year-2021 is 2,517, as a result of using the same methodology used by Municipal Affairs, based on the Statistics Canada's 2021 Census.

COUNTY SERVICES

Chief Administrator's Office

Financial Services and Technology
Taxation
Geographical Information Systems
Communications
Other Government Services
Intergovernmental Relations
Managing Partner for Several
Intermunicipal initiatives

Protective Services

Fire and Emergency Response
Disaster Management
Bylaw / Peace Officer Services
CPTED (crime prevention)

Transportation

Road Rehabilitation & Maintenance
Culvert Maintenance
Bridge Rehabilitation & Maintenance
Vehicle & Equipment Repairs & Maintenance

Environmental

Warspite Water Distribution
Water Truck fills
Warspite & Bellis Sewer Services
Intermunicipal Contract Services
Landfills
Waste Transfer Stations

FCSS

FCSS Grant Distributions

Planning

Development and Safety Codes Permits
Subdivisions
Compliance Certificates
Inter-municipal initiatives
Business Licenses
County owned lands

Agriculture Service Board

Pest Control
Weed Inspection
Weed Spraying
Roadside Mowing
Lakeland Agricultural Research Assoc (LARA)

Economic Development

Regional Economic Development
Victoria District Economic Development
Doctor Recruitment and Retention

Recreation and Cultural Services

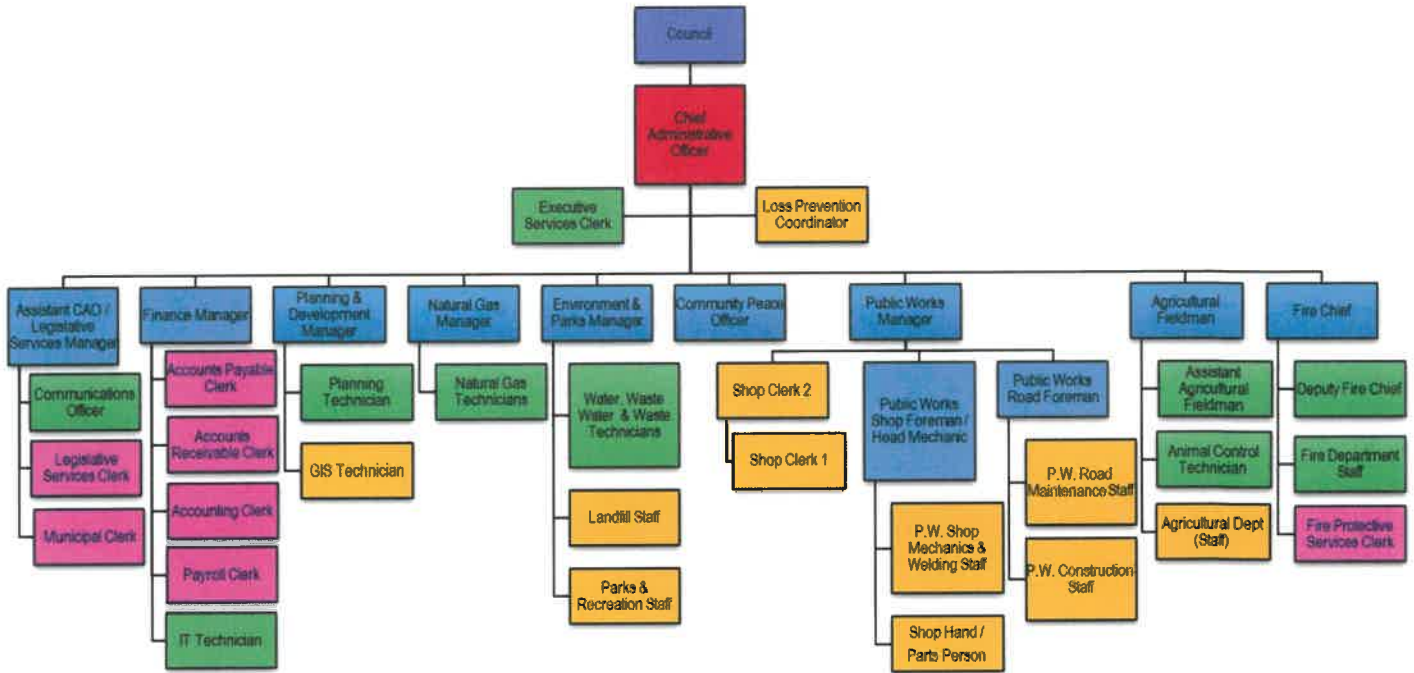
Campsite and Park Maintenance
Assist Non-Profit Groups
Iron Horse Trail
Heritage Board

Natural Gas

Natural Gas Services to County and Vilna
residents

ORGANIZATIONAL CHART

Smoky Lake County is organized so that each manager reports directly to the CAO. This structure has been established to limit the number of management levels.



Financial Policies

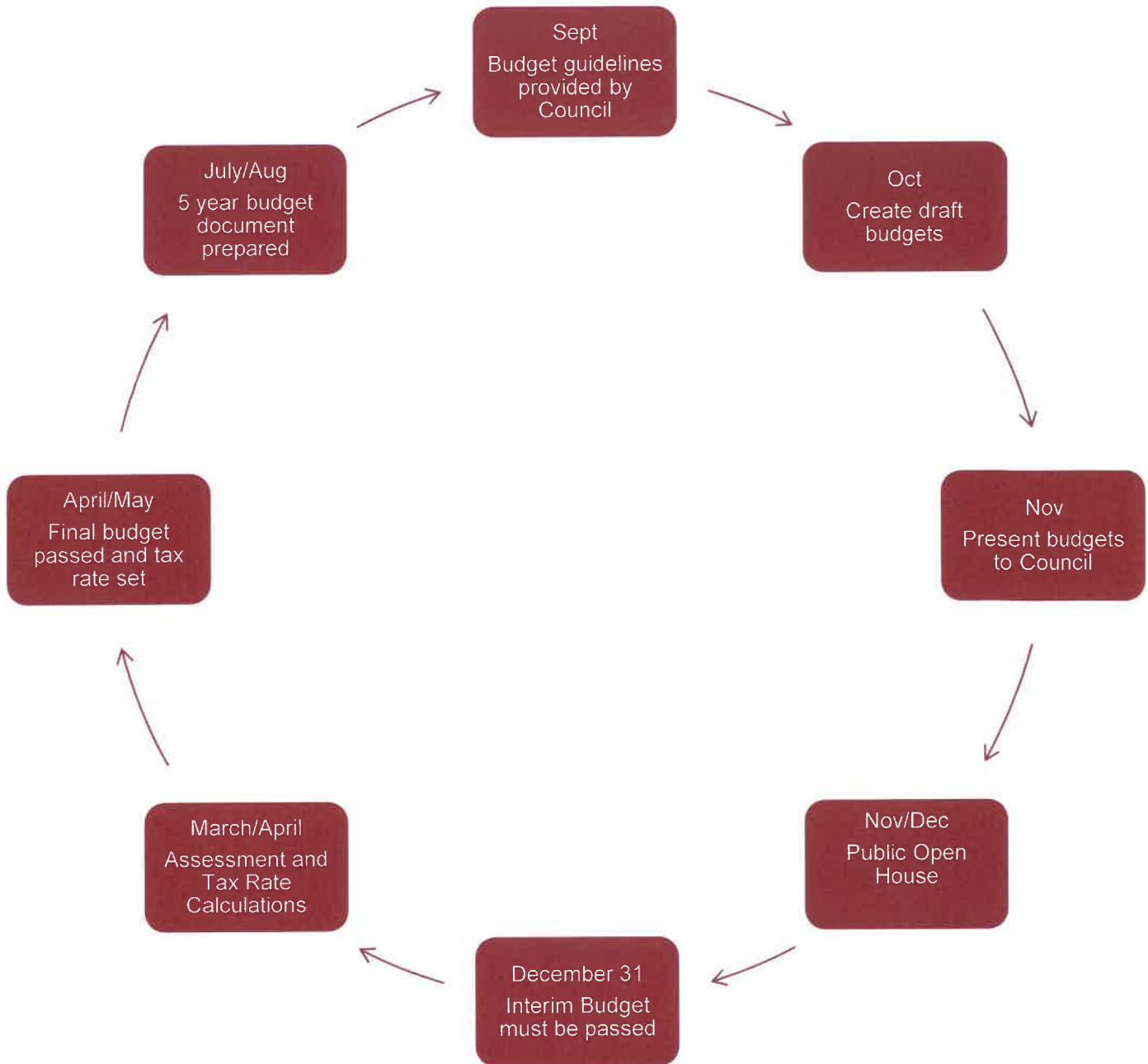
Smoky Lake County Council has identified long term financial planning as an important tool for sustainability. Along with the Budget Policy, there are two main policies that guide financial planning

Policy 08-30-01 provides guiding principles relating to the long-term financial plan

- ✓ *The municipality complies with provincial legislation and the Public Sector Accounting Board recommendations.*
- ✓ *When deciding on a course of action that may impact the whole community, the outcome of the decision will be for the benefit of the community as a whole.*
- ✓ *Core services as mandated by legislation and as required to maintain quality of life will be provided at a base level with minimal interruption to service. Revenues supporting these services will be stable, assured and sustainable.*
- ✓ *Services outside a municipality's mandate will not be provided to the community by the municipality.*
- ✓ *Resources will support a centralized labour workforce providing on-going consistent services.*
- ✓ *Communications will center on information provision to the community and will meet all legislated requirements.*
- ✓ *Revenues collected from unreliable, one-time or uncertain sources should be applied to non-core operations or held in reserves for longer term needs.*
- ✓ *Cash and property investments will be made to first protect and maintain principal and then to maximize returns. Liquidity of investments will align with capital and operating needs.*
- ✓ *Outsourcing of expertise will be supported if expertise is not available in-house; is project based; requires an independent assessment or opinion; or if there is a need to supplement the current workforce for a period of not more than six months.*
- ✓ *Reserves will be established and maintained to provide for stability of operations; asset replacement and renewal at the end of their useful life; growth obligations and statutory requirements.*
- ✓ *Infrastructure assets will be replaced once assets reach the end of their useful life and are no longer cost effective to operate and/or they impact health and safety. Notwithstanding a least cost approach applies that leverages senior government grants; combines projects for synergies (e.g. water, sewer and road replacements); and joint projects with other organizations.*

Policy 01-41-01 Asset Management provides guidance to ensure that Asset Management practices are integrated throughout the organization to maximize value from existing and new assets

Budget Process



Policy 08-11 [Appendix #1](#) guides the budget process of development, implementation, and evaluation. Budgeting takes place year-round, starting with staff gathering information during the summer months. A detailed review of the Operating Budget, Road Plan and the Capital Replacement Plan takes place to ensure that the budgets are created based on the most up to date information. An interim budget must be approved by Council by December 31. Once the assessment is established in March, tax rates are discussed, and a final annual budget is approved. Throughout the year, Council may amend the budget through motions as circumstances require.

The annual budget must be a balanced budget. The estimated revenue and transfers must be sufficient to pay the estimated expenditures and transfers not including amortization (MGA s.243).

The Alberta Municipal Government Act (MGA s.283.1) requires each municipality to prepare a written three-year financial plan and a five-year capital plan, and Council is required to update the financial plan each year as per MGA s.283.1(6). The current year's budget is used as a foundation and adjustments are made to future years to include inflation, changes in services, and expected capital requirements.

Public Consultation

Public Consultation took place in December 2023. The feedback was taken in consideration when preparing the final budget for 2024. An open house budget will be held late fall for all ratepayers.

Any time throughout the year, we welcome feedback through the following methods:

- Email feedback to finance@smokylakecounty.ab.ca
- Attend the budget meetings when scheduled in the fall
- Provide feedback to your Councillor.



Budget Highlights

The 2024 budget was devised to minimize tax increases without sacrificing services. The estimated 2025-2028 budgets are based on 2024 levels of service.

The budget has been prepared by administration with the following guidelines:

- **Inflation:** Alberta Budget 2023-2026 predicts a change in the Consumer Price Index (CPI) to be 2025 2.5%, 2026 2.2%, 2027 2.2%, an 2028 2%. Smoky Lake County has used these percentages to predict our future budgets.
- **Wage and salary** increase are based on Union Contracts:
 - The 3-Year Collective Agreement with Canadian Union of Public Employees (CUPE) Local 4575 expires December 31, 2024. Because negotiations won't take place until fall, future budgets have been based on CPI.
 - The Collective Agreement with International Union of Operating Engineers (IUOE Local 955) expires December 31, 2024. Because negotiations won't take place until fall, future budgets have been based on CPI.
- The [Capital Plan](#) approved by Council with some revisions based on 2024 Council motions.
- The [Five-Year Road Plan](#) as approved by Council December 2023.
- The [Bridge Plan](#) modified as a result of grant approvals received June, 2024
- The new Local Government Fiscal Framework Grant will be based on the confirmed allocation for 2025

- Smoky Lake County works with the Town of Smoky Lake, Village of Waskatenau, Village of Vilna to provide services to the region through joint projects. The County also provides services to other governments for a fee:

Cost Shareing Projects

Smoky Lake Fire Services

Recreational Community Development
Committee

Highway 28/63 Regional Water Services
Commission member

Village of Vilna and Village of Waskatenau
Landfill

Evergreen Regional Waste Mangement
Services Commission member

Regional Emergency Management

Northern Lights Library System member

Physician & Healthcare Professionals
Commissee

Family School Laison Program

Mimisight online mapping application

Regional Heritage Board

Ukrainian Twinning Committee

Street Sweeping

Services Provided

Alberta Transportation -
For Highway Motor Vehicle Accidents

Highway 28/63 Regional Water Services
Commission
For Administration Services

Highway 28/63 Regional Water Services
Commission for Water Operator Services

Custom Work for the Towns and Villages



Future Outlook

Smoky Lake County has relied heavily on tax revenue from the oil and gas industry. Fluctuations in the industry created a substantial loss of tax assessment and uncollectable taxes. From 2015 to 2021, the decrease in non residential and machinery and equipment tax assessment was \$90 million (over 1.5 million in municipal tax revenue).

To recover this loss without putting more tax burden on the residential and farmland properties, Council has recognized the need for new business growth. In 2020 Council passes the Victoria District Economic Development Strategy Business Plan Bylaw 1390-20. In 2022 Smoky Lake County partnered with the Town of Smoky Lake to establish the MCC for Smoky Lake Development Corp. Which will invest in and promote regional tourism initiatives as well as support economic development opportunities.

Either additional revenues, further transfers from reserves (savings) or substantial decrease in projects or services will be needed to balance the 2025-2028 budgets. The increasing need for capital replacement is outpacing the current tax growth. The 2025 budget will be further reviewed and adjusted by year end of 2024.

Smoky Lake County Budget

	YTD BUDGET 2024	YTD BUDGET 2025	YTD BUDGET 2026	YTD BUDGET 2027	YTD BUDGET 2028
OPERATING REVENUE					
Well Drilling/Drill Rigs	5,500	5,638	5,762	5,888	6,006
Penalties	95,200	97,580	99,727	101,921	103,959
User Fees and Sales of Goods	3,612,570	3,702,284	3,783,220	3,866,451	3,943,780
Investment Income	728,498	746,710	763,138	779,927	795,526
Development Levies	69,000	68,675	70,186	71,730	73,165
Licenses and Permits	234,100	239,953	245,231	250,627	255,639
Sales to Other Governments	336,135	342,632	348,534	356,201	363,325
Grants	722,983	607,358	607,696	608,042	608,363
	5,803,986	5,810,830	5,923,494	6,040,787	6,149,763
EXPENSES					
Legislative	520,652	539,593	545,409	557,408	568,556
Administration	2,889,856	1,891,235	1,993,160	2,073,176	2,031,912
Protective Services	1,482,067	2,130,423	1,746,706	1,993,901	1,810,354
Transportation	14,743,343	17,866,818	12,693,185	12,082,947	10,967,147
Water and Wastewater	803,346	788,580	810,929	828,659	845,132
Landfill	614,434	615,445	678,985	692,822	705,679
Further Education	113,230	113,230	113,230	113,230	113,230
Agricultural Services	1,007,894	938,791	1,214,445	1,240,553	1,060,164
Municipal Planning, Community & Economic Development	818,242	735,401	773,527	787,644	800,759
Recreation and Culture	587,663	636,642	618,545	628,666	638,070
Natural Gas	3,537,221	3,367,974	3,485,718	3,503,511	3,566,507
	27,117,948	29,624,132	24,673,839	24,502,517	23,107,510
Deficiency of revenues over expenses before other	-21,313,962	-23,813,302	-18,750,345	-18,461,730	-16,957,747
Other					
Government Transfers for Capital	4,074,411	4,548,970	2,058,160	2,172,059	1,262,011
Gain on disposal of Tangible Capital Asset	1,306,699	120,000	17,000	92,894	0
	5,381,110	4,668,970	2,075,160	2,264,953	1,262,011
DEFICIENCY OF REVENUES OVER EXPENSES	-15,932,852	-19,144,332	-16,675,185	-16,196,777	-15,695,736
Transfers from Reserve	2,733,717	1,002,400	277,378	296,090	130,000
Add back Amortization	2,289,300	2,346,533	2,398,156	2,446,633	2,499,934
MUNICIPAL TAX REVENUE REQUIRED	-10,909,835	-15,795,399	-13,999,651	-13,454,054	-13,065,802

Fund Structure

The County has two funds, Municipal and Natural Gas. The fund structure is used to ensure that costs for each fund are covered only by revenues belonging to that entity. Each fund is budgeted with a modified accrual basis of accounting, similar to the basis used to create the audited financial statements. Revenues and expenses are budgeted for in the year they will be accounted for. Grant revenues are budgeted in the year they will be used.

Municipal Fund

The municipal Fund is the primary fund used to manage the County's financial resources and obligations. All services are provided from this fund except for Natural Gas.

Natural Gas Fund

The Natural Gas Utility is a user pay utility that supplies natural gas to Smoky Lake County and Vilna properties. It is 100% funded through user fees.

Smoky Lake County Financial Statements are consolidated and therefore include the accounts of all funds held by the County. The Financial Statements are audited annually and are available to the public by April of the following year.

Reserves and Surplus

The County keeps reserve funds set aside to provide funding for future expenditures and to ensure sufficient funds are available for emergent issues, as well as, where possible, to avoid the need to incur debt. In note 10 on the financial statements, they are referred to as restricted surplus. Unrestricted surplus consists of surplus funds that were the result of past budget surpluses and may be used for capital or operating purposes as authorized by Council.

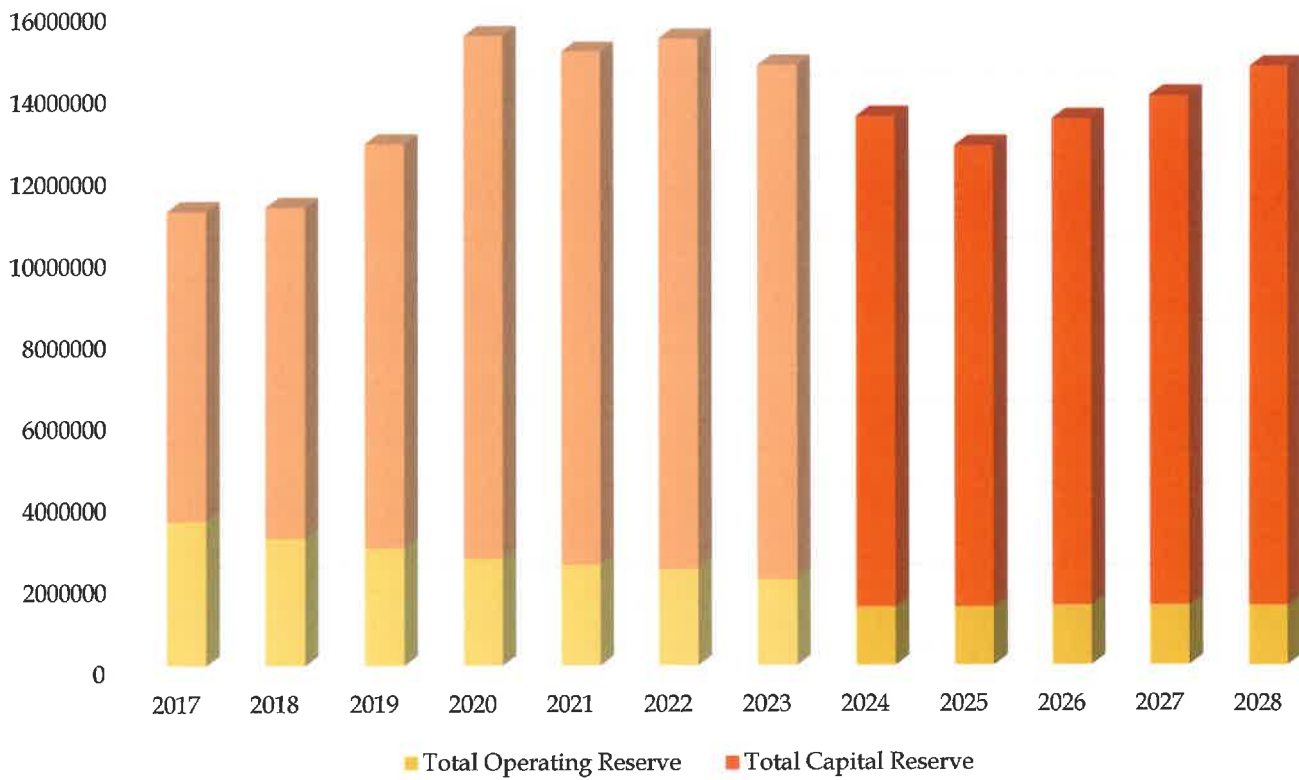
10. ACCUMULATED SURPLUS

Accumulated surplus consists of restricted and unrestricted amounts and equity in tangible capital assets as follows:

	2023	2022
Unrestricted surplus	\$ 7,478,252	\$ 6,828,525
Restricted surplus		
Municipal reserve	52,423	50,133
Reserve - General Capital	2,754,091	3,754,412
Building	1,189,721	1,139,721
Connectivity	476,523	476,523
Fire	1,754,033	1,515,569
Transportation	954,609	988,096
Road development	1,819,552	1,681,762
Street sweeper	61,171	61,060
Gravel pit reclamation	472,542	467,012
Gravel pit development	122,711	115,628
Regional waterline	255,559	249,348
Regional landfill	344,160	294,160
Agricultural capital reserve	167,000	40,000
	<u>10,424,095</u>	<u>10,833,424</u>
Municipal general	2,047,358	2,306,327
Gas utility	2,205,094	2,184,973
	<u>14,676,547</u>	<u>15,324,724</u>
Total restricted	<u>14,676,547</u>	<u>15,324,724</u>
Equity in tangible capital assets	<u>35,949,173</u>	<u>36,754,520</u>
	<u>\$ 58,103,972</u>	<u>\$ 58,907,769</u>

Budgeted Restricted Surplus (Reserves) Balances:

10 Year Change in Reserves



Restricted Surplus		2024	2025	2026	2027	2028
Restricted Surplus						
Operating Reserves						
Municipal Reserve	Funds collected in lieu of subdivision natural reserve	52,422	52,422	52,422	52,422	52,422
General Operating	Reserves not allocated to projects as well as reserves carried forward to the next year - funding source property taxes and fees	1,372,358	1,372,358	1,414,358	1,414,358	1,414,358
Capital Reserves						
General Capital	Primarily for specific purchases and projects - funding source property taxes and fees	2,394,091	2,316,091	2,366,091	2,416,091	2,466,091
Building Reserve	Building repairs & rehabilitation - funding source property taxes and fees	1,189,721	1,189,721	1,239,721	1,289,721	1,339,721
Fire	For Fire equipment replacement and fire emergencies - funding source property taxes and fees	1,731,072	1,315,072	1,562,072	1,677,982	1,924,982
Landfill	For waste equipment and landfill improvements - funding source property taxes and fees	344,160	344,160	394,160	444,160	494,160
Transportation	For specific public works projects and equipment - funding source property taxes and fees	795,609	468,209	607,209	707,209	807,209
Road Development	For roads damaged by natural resource extraction - funding source aggregate license fee	1,319,796	1,359,796	1,404,306	1,453,425	1,541,827
Gravel Pit Reclamation	For the reclamation of gravel pits - funding source gravel sales	485,542	498,542	511,542	524,542	537,542
Gravel Pit Development	For the development of new gravel pits - funding source gravel sales	136,711	150,711	164,711	178,711	192,711
Connectivity	For the development or improvement of internet services - funding source was the sale of CCI shares in 2020	476,523	476,523	476,523	476,523	476,523
Street Sweeper	For the replacement of a regional street sweeper - funding source - fees charged for street sweeping services	61,171	61,171	61,171	61,171	61,171
Water	For water and sewer projects - funding source property taxes and fees	255,559	255,559	260,559	265,559	270,559
Agriculture Services	For Agricultural Equipment replacement - funding source property taxes	117,000	117,000	124,622	184,622	244,622
Land Purchase	For future land purchases - funding source lands sold in 2024	701,000	701,000	701,000	701,000	701,000
Gas Reserve	For natural gas projects - funding source gas, odorant.	1,988,093	2,022,093	2,012,093	2,062,093	2,112,093
Total Reserves		13,420,829	12,700,429	13,352,561	13,909,590	14,636,992

2024-2028 Budget Details

Operating Revenues



Revenues for the County come from:

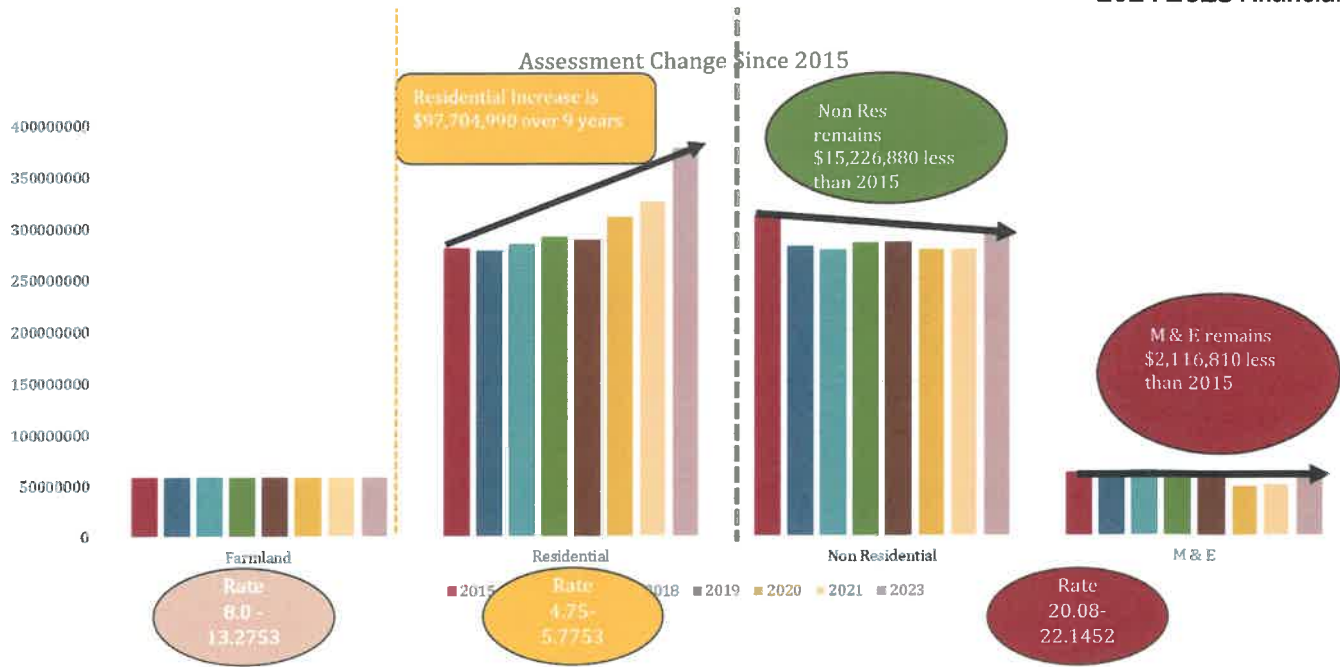
- ✓ Taxes – the total tax revenue including requisitions
- ✓ Other Income– includes penalties, user fees, permits, levies, and licenses
- ✓ Sales to other Governments – fees charged for all services provided to other Municipalities, and other levels of Government.
- ✓ Operating Grants – Grants for non capital activities such as FCSS, Community Adult Learning, Local Government Funding Framework Operating Grant, etc.

OPERATING REVENUE	2024	2025	2026	2027	2028
Taxes	\$13,493,692	\$13,831,034	\$14,135,317	\$14,446,294	\$14,735,220
Other Income	4,744,868	4,860,840	4,967,264	5,076,544	5,178,075
Sales to Other Governments	336,135	342,632	348,534	356,201	363,325
Operating Grants	722,983	607,358	607,696	608,042	608,363
Transfer from Operating Reserve	1,035,000				
TOTAL OPERATING REVENUE	20,332,678	19,641,864	20,058,811	20,487,081	20,884,983

Property Taxes

Property Taxes are calculated by multiplying the property assessment x the municipal tax rates. Property Assessment is a value placed on the land and buildings. Smoky Lake County contracts assessment services out. The tax rates are set by Council to ensure that there is enough revenue to pay for the expenses approved.

Decreases in the non residential taxable assessment since 2015 created a revenue challenge for Smoky Lake County. The 2015 non residential and machinery and equipment taxable assessment peaked at \$373,287,080. Due to a substantial loss of oil and gas assessment, it declined to a low of \$327,667,390 in 2020. The 2023 non residential assessment has recovered back to \$353,152,830. Although residential assessment has been steadily increasing; they are taxed at a rate that is substantially less than the non-residential tax rate. The overall loss in tax revenue is over \$5 million dollars in the past 7 years.



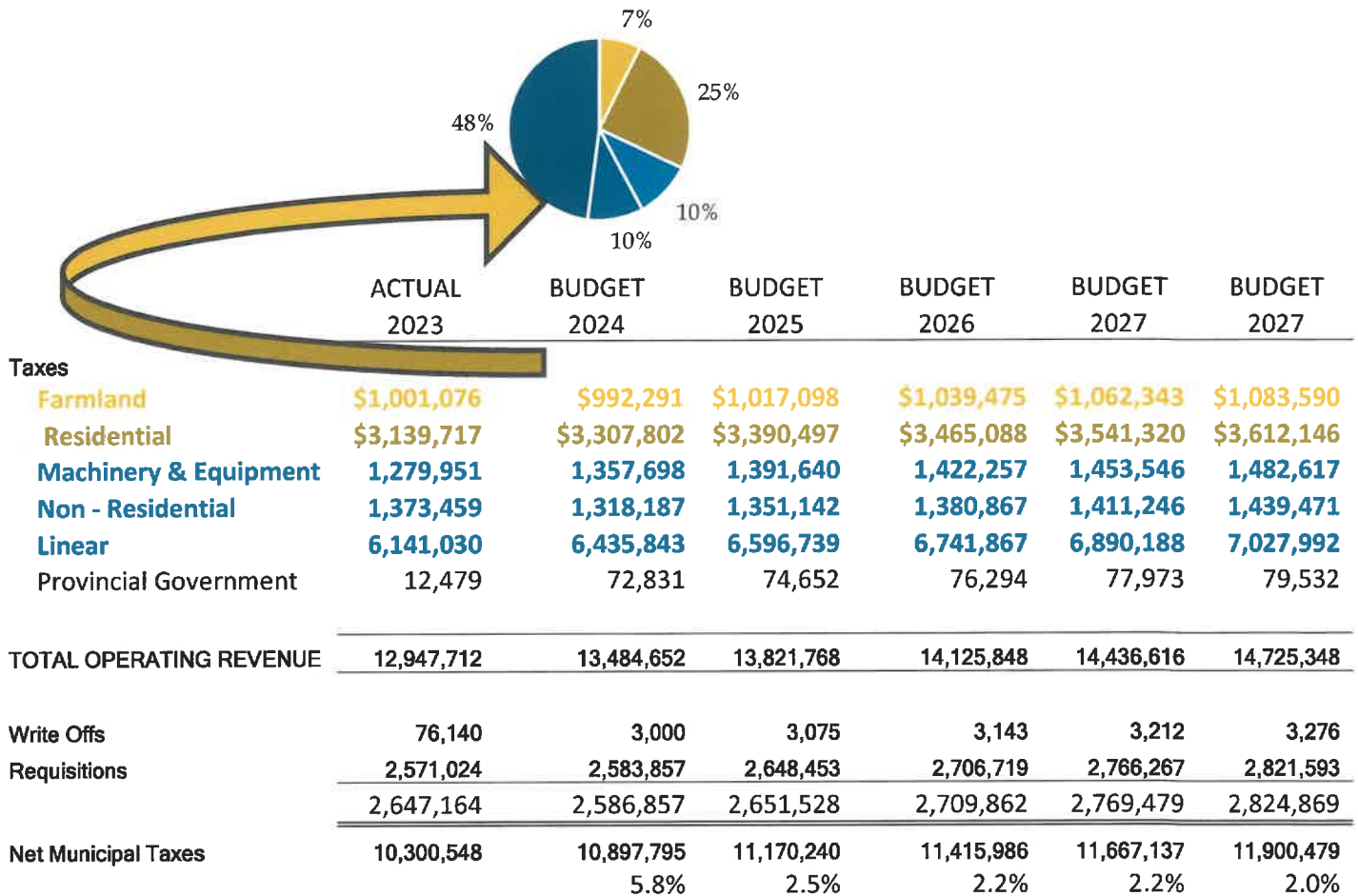
Council did not increase the tax rate to accommodate the decrease in assessment. The Municipal Residential rate has had a minimal increase of 0.5638 since 2015 and the non residential rate has increased by 1.6037.

The 2025-2028 budget predicts an increase in tax revenue equal to the increase in inflation which will result in a shortfall from 2025 to 2028.

Current tax rates are

Tax Rate	Residential	Farmland	Non Residential	Non Residential Small Business	Machinery and Equipment
Municipal	5.7753	13.2753	22.1452	21.9292	22.1452
Education	2.2911	2.2911	3.5027	3.5027	
Seniors Foundation	0.6773	0.6773	0.6773	0.6773	0.6773
Total Tax Rate	8.7437	16.2437	26.3252	26.1092	22.8225

The budgeted total property tax revenue for 2024 is \$13,484,652. Smoky Lake County relies heavily on Non-Residential and M & E tax revenue to decrease the tax burden to the residents.



Other Income

Other Income revenue comes from water/ sewer charges, sales of goods and services, campsite fees, landfill fees, development levies, licenses and permits, and investment income. These revenues have been budgeted using increases for inflation only. There are currently no plans to add services that would increase fees.

	2024	2025	2026	2027	2028
Other Income					
Well Drilling/Drill Rigs	5,500	5,638	5,762	5,888	6,006
Penalties	95,200	97,580	99,727	101,921	103,959
User Fees and Sales of Goods	3,612,570	3,702,284	3,783,220	3,866,451	3,943,780
Investment Income	728,498	746,710	763,138	779,927	795,526
Development Levies	69,000	68,675	70,186	71,730	73,165
Licenses and Permits	234,100	239,953	245,231	250,627	255,639
Other Income	4,744,868	4,860,840	4,967,264	5,076,544	5,178,075

Sales to Other Government

Sales to Other Government is the revenue we receive for providing services to other Governments as well as cost share agreements.

	2024	2025	2026	2027	2028
Sales to Other Governments	336,135	342,632	348,534	356,201	363,325

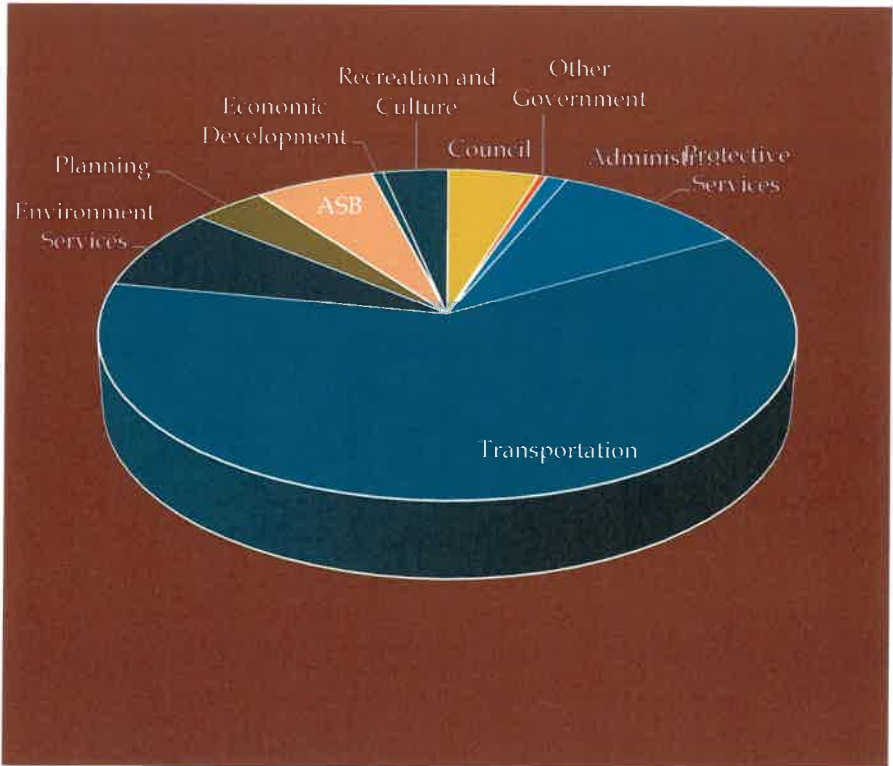
Grants

The five year plan includes the following estimated operating grants:

- Local Government Fiscal Framework (LGFF) Operating \$200,000 per year
- Family and Community Social Services (FCSS) \$97,506 per year
- Agricultural Services Board Operating Grant \$166,247 per year
- Community Adult Learning Operating Grant \$113,230 per year
- Alberta Community Partnership Grants which are dependent on the projects

OPERATING REVENUE	2024	2025	2026	2027	2028
Operating Grants	722,983	607,358	607,696	608,042	608,363

Operating Expenses



Budget Overview by Department

Expenses are tracked per department. In the tax stuffer provided with the annual property tax notice, we break the.

Legislative Services includes all Council costs (payroll, supplies, and expenses).



Council
Budget

	YTD BUDGET 2024	YTD BUDGET 2025	YTD BUDGET 2026	YTD BUDGET 2027	YTD BUDGET 2028
OPERATING EXPENSES					
Salaries, Wages, and Benefits					
Salaries & Wages	\$362,792	\$371,862	\$380,043	\$388,404	\$396,172
Benefits	77,105	79,033	80,771	82,548	84,199
Contracted and General Services					
Mileage	28,200	28,905	29,541	30,191	30,795
Meals and Lodgings	23,770	24,364	24,900	25,448	25,957
Membership & Conference Fees	15,185	15,565	15,907	16,257	16,582
Telephone & Communication	6,100	6,253	6,390	6,531	6,661
Other Services	1,500	1,538	1,571	1,606	1,638
Materials, Goods, and Utilities					
Office/Food/Janitorial Supplies	3,000	3,075	3,143	3,212	3,276
Computer Supplies	3,000	9,000	3,143	3,212	3,276
	<u>520,652</u>	<u>539,595</u>	<u>545,409</u>	<u>557,409</u>	<u>568,556</u>
Total Operations	-520,652	-539,595	-545,409	-557,409	-568,556
Net Profit/Loss	-520,652	-539,595	-545,409	-557,409	-568,556
Adjusted Surplus (Deficit)	-520,652	-539,595	-545,409	-557,409	-568,556

Other Government Services includes intergovernmental relations and grants to organizations.

	Other Government Budget				
	YTD BUDGET	YTD BUDGET	YTD BUDGET	YTD BUDGET	YTD BUDGET
	2024	2025	2026	2027	2028
OPERATING REVENUE					
User Fees and Sales of Goods	500	500	513	524	535
Transfer from Operating Reserve	360,000				
TOTAL OPERATING REVENUE	360,500	500	513	524	535
OPERATING EXPENSES					
Salaries, Wages, and Benefits					
Other Wages		25,000			
Contracted and General Services					
Mileage		1,000			
Meals and Lodgings	6,240	7,396	6,537	6,681	6,814
Advertising, Printing, Subscriptions	500	1,513	524	535	546
Other Services	500	3,513	524	535	546
Materials, Goods, and Utilities					
Office/Food/Janitorial Supplies	1,000	1,025	1,048	1,071	1,092
Other General Supplies	10,000	10,250	10,476	10,706	10,920
Transfers to Local Boards & Agencies	391,000	31,525	32,219	3,118	33,653
	409,240	81,222	51,328	22,646	53,571
Total Operations	-48,740	-80,722	-50,815	-22,122	-53,036



Administrative Services includes costs for the finance and administration activities of the County; including Information, Communication, and Geographical Information Systems. Funds are being transferred from reserves in 2024 to decrease the tax burden. No changes to service levels are proposed.

	Administration Budget				
	2024	2025	2026	2027	2028
OPERATING REVENUE					
Other Income					
Penalties	\$5,000	\$5,125	\$5,238	\$5,353	\$5,460
User Fees and Sales of Goods	115,500	118,388	120,992	123,654	126,127
Investment Income	693,498	710,835	726,474	742,456	757,305
Sales to Other Governments	78,000	79,950	81,709	83,506	85,177
Grants					
Provincial Conditional - Operating	233,230	233,230	233,230	233,230	233,230
Transfer from Operating Reserve	675,000	0	0	0	0
TOTAL OPERATING REVENUE	1,800,228	1,147,528	1,167,643	1,188,199	1,207,299
OPERATING EXPENSES					
Salaries, Wages, and Benefits					
Salaries & Wages	635,643	649,731	662,439	675,426	687,491
Benefits	144,873	148,227	151,254	154,345	157,218
Contracted and General Services					
Mileage	6,500	6,663	6,810	6,959	7,098
Meals and Lodgings	11,000	11,276	11,523	11,776	12,012
Membership & Conference Fees	17,250	17,682	18,071	18,468	18,837
Freight, Express, Postage	20,000	20,500	20,951	21,412	21,840
Telephone & Communication	38,950	39,924	40,802	41,700	42,533
Training	11,200	11,481	11,733	11,990	12,230
Advertising, Printing, Subscriptions	40,500	41,513	42,426	43,360	44,226
Accounting & Auditing	34,000	34,850	35,617	36,400	37,128
Legal Fees	40,000	41,000	41,902	42,824	43,680
Assessor Fees	146,000	149,650	152,942	156,307	159,433
Other Consulting	2,700	2,768	2,828	2,891	2,948
Computer Programming	135,267	138,649	141,698	144,817	147,713
Insurance	118,911	121,884	124,565	127,306	129,852
Other Services	118,983	121,958	124,641	127,382	74,238
Materials, Goods, and Utilities					
Office/Food/Janitorial Supplies	24,300	24,908	25,455	26,016	26,536
Computer Supplies	16,000	16,400	16,761	17,130	17,472
Utilities	53,609	54,949	56,158	57,394	58,541
Employee Recognition	23,000	23,575	24,094	24,624	25,116
Other General Supplies	3,000	3,075	3,143	3,212	3,276
Transfers to Local Boards & Agencies		30,411	30,411	30,411	30,411
Bank Charges & Interest	4,000	4,100	4,190	4,282	4,368
Contingency	13,749	0	0	0	0
	1,689,846	1,715,174	1,750,414	1,786,432	1,764,197
Total Operations	110,382	-567,646	-582,771	-598,233	-556,898
Capital Funding					
Sale of Capital Assets	701,000	0	0	0	0
Provincial Capital Grants	0	0	0	0	0
Capital Funding	701,000	0	0	0	0
Capital Expenses					
Transfer to Reserve	701,000	0	92,000	50,000	50,000
Equipment	0	0	0	110,000	0
	701,000	0	92,000	160,000	50,000
Total Capital			-92,000	-160,000	-50,000
Net Profit/Loss	110,382	-567,646	-674,771	-758,233	-606,898

Protective Services includes Fire and Emergency Response, Disaster Management, Contribution to Policing, and Bylaw Enforcement.

Fire Services are tracked by the department. Different agreements have been reached with each urban municipality establishing how much the County pays. This is currently under review as the Municipalities negotiate the terms of fire regionalization. This plan has not been adjusted for regionalization. Funds are transferred to reserves each year to ensure that Fire Equipment can be replaced when necessary.

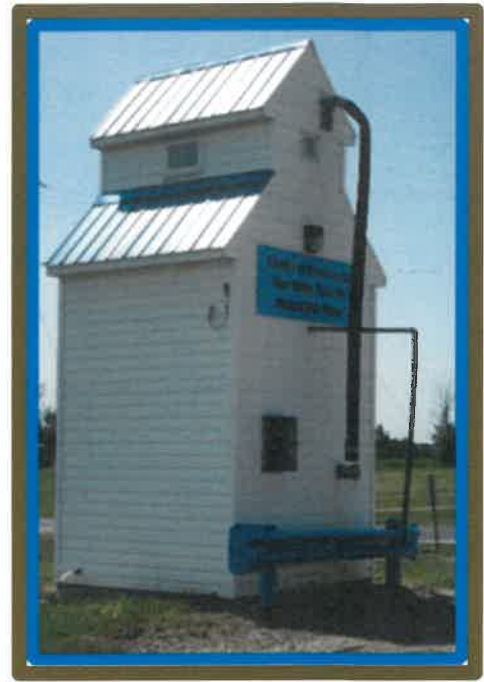
	Protective Services Budget				
	2024	2025	2026	2027	2028
OPERATING REVENUE					
Other Income					
User Fees and Sales of Goods	\$8,000	\$8,200	\$8,380	\$8,565	\$8,736
Sales to Other Governments	170,000	174,250	178,084	182,001	185,641
Grants					
Provincial Conditional - Operating	6,000				
TOTAL OPERATING REVENUE	184,000	182,450	186,464	190,566	194,377
OPERATING EXPENSES					
Salaries, Wages, and Benefits					
Salaries &Wages	396,962	406,886	415,838	424,986	433,486
Benefits	95,272	97,654	99,802	101,998	104,038
Contracted and General Services					
Meals and Lodgings	19,500	19,988	20,427	20,877	21,294
Membership & Conference Fees	7,000	7,175	7,333	7,494	7,644
Freight, Express, Postage	1,000	1,025	1,048	1,071	1,092
Telephone & Communication	6,150	6,304	6,442	6,584	6,716
Training	67,500	69,188	70,710	72,265	73,711
Advertising, Printing, Subscriptions	2,250	2,306	2,357	2,409	2,457
Computer Programing	3,150	3,229	3,300	3,372	3,440
Insurance	33,500	34,338	35,093	35,865	36,582
Other Services	506,300	518,958	530,375	542,043	552,884
Materials, Goods, and Utilities					
Office/Food/Janitorial Supplies	3,500	3,588	3,666	3,747	3,822
Fuel/Parts/ Etc	73,500	75,338	76,995	78,689	80,263
Computer Supplies	10,748	11,017	11,259	11,507	11,737
Utilities	3,000	3,075	3,143	3,212	3,276
Employee Recognition	7,000	7,175	7,333	7,494	7,644
Other General Supplies	84,000	86,100	87,994	89,930	91,729
Amortization	111,300	114,083	116,592	114,875	121,540
	1,431,632	1,467,427	1,499,707	1,528,418	1,563,355
Total Operations	-1,247,632	-1,284,977	-1,313,243	-1,337,852	-1,368,978
Capital Funding					
Sale of Capital Assets	20,474			87,394	
Transfer from Reserve	22,961	416,000		131,090	
Capital Funding	43,435	416,000		218,484	
Capital Expenses					
Transfer to Reserve			247,000	247,000	247,000
Equipment	43,435	663,000		218,484	
Vehicles	7,000				
	50,435	663,000	247,000	465,484	247,000
Total Capital	-7,000	-247,000	-247,000	-247,000	-247,000
Net Profit/Loss	-1,254,632	-1,531,977	-1,560,243	-1,584,852	-1,615,978
Remove Amortization	111,300	114,083	116,592	114,875	121,540
Adjusted Surplus (Deficit)	-1,143,332	-1,417,894	-1,443,651	-1,469,977	-1,494,438



Transportation Services covers all aspects of fleet and road maintenance. The transportation budget tracks road and bridge projects as well as road maintenance/operations.

	Transportation Services				
	BUDGET 2024	BUDGET 2025	BUDGET 2026	BUDGET 2027	BUDGET 2028
OPERATING REVENUE					
Other Income					
User Fees and Sales of Goods	\$245,000	\$251,125	\$256,650	\$262,296	\$267,542
Licenses and Permits	24,000	24,600	25,141	25,694	26,208
Grants					
TOTAL OPERATING REVENUE	269,000	275,725	281,791	287,990	293,750
OPERATING EXPENSES					
Salaries, Wages, and Benefits					
Salaries & Wages	2,918,493	2,991,455	3,057,268	3,124,527	3,187,018
Benefits	598,290	613,247	626,739	640,527	653,338
WCB	85,000	87,125	89,042	91,001	92,821
Contracted and General Services					
Meals and Lodgings	5,000	5,125	5,238	5,353	5,460
Membership & Conference Fees	2,500	2,563	2,619	2,676	2,730
Freight, Express, Postage	16,000	16,400	16,761	17,130	17,472
Telephone & Communication	25,100	25,728	26,293	26,872	27,409
Training	17,000	17,425	17,808	18,200	18,564
Advertising, Printing, Subscriptions	500	513	524	535	546
Engineering Fees	133,670	161,500	162,853	164,236	165,520
Computer Programing	11,000	11,275	11,523	11,777	12,012
Insurance	80,000	82,000	83,804	85,648	87,361
Other Services	457,250	468,681	478,992	489,530	499,320
Materials, Goods, and Utilities					
Office/Food/Janitorial Supplies	43,850	44,946	45,935	46,945	47,885
Fuel/Parts/ Etc	1,291,250	1,323,531	1,352,649	1,382,407	1,410,055
Equipment offset to Road Plan	-1,618,946	-1,651,325	-1,684,351	-1,463,645	-1,543,884
Gravel	490,000	502,250	513,300	524,592	535,084
Computer Supplies	6,300	6,458	6,600	6,745	6,880
Utilities	122,200	125,255	128,011	130,827	133,444
Other General Supplies	660,000	676,500	691,384	706,594	720,725
Amortization	1,600,000	1,640,000	1,676,080	1,712,954	1,747,213
	6,944,457	7,150,652	7,309,072	7,725,431	7,826,973
Total Operations	-6,675,457	-6,874,927	-7,027,281	-7,437,441	-7,533,223
Capital Funding					
Sale of Capital Assets	555,225	120,000	17,000	5,500	0
Provincial Capital Grants	4,074,411	4,548,970	2,058,160	2,172,059	1,262,011
Transfer from Reserve	1,358,756	492,400	165,000	165,000	130,000
Capital Funding	5,988,392	5,161,370	2,240,160	2,342,559	1,392,011
Capital Expenses					
Transfer to Reserve	527,000	27,000	166,000	127,000	127,000
Engineering Structures	6,011,475	8,513,167	3,593,922	3,370,529	2,217,586
Equipment	672,992	1,518,000	1,284,694	790,988	795,588
Vehicles	587,419	658,000	339,500	69,000	0
	7,798,886	10,716,167	5,384,116	4,357,517	3,140,174
Total Capital	-1,810,494	-5,554,797	-3,143,956	-2,014,958	-1,748,163
Net Profit/Loss	-8,485,951	-12,429,724	-10,171,237	-9,452,399	-9,281,386
Remove Amortization	1,600,000	1,640,000	1,676,080	1,712,954	1,747,213
Adjusted Surplus (Deficit)	-6,885,951	-10,789,724	-8,495,157	-7,739,445	-7,534,173

Environmental Services



- ✓ **Water** services consist of
 - water distribution in Warspite
 - the Truck fills located in Waskatenau, Warspite, Smoky Lake, Bellis, and Spedden.
 - Contracted water services to Highway 28/63 Water Services Commission
- ✓ **Sewer** provides sewer services in Warspite and Bellis
- ✓ **Waste** services covers:
 - all the waste removal to Evergreen
 - transfer stations
 - landfill costs in Bellis, Spedden and Smoky Lake
 - mini transfer sites located throughout the County
 - A portion of the landfill costs in Waskatenau and Vilna



	Environmental Services Budget				
	2024	2025	2026	2027	2028
OPERATING REVENUE					
Sewer Levy	\$9,040	\$9,266	\$9,470	\$9,678	\$9,872
Other Income					
Penalties	200	205	210	214	218
User Fees and Sales of Goods	234,950	240,224	244,994	250,384	255,391
Sales to Other Governments	50,000	51,250	52,378	53,530	54,600
TOTAL OPERATING REVENUE	294,190	300,945	307,052	313,806	320,081
OPERATING EXPENSES					
Salaries, Wages, and Benefits					
Salaries & Wages	603,090	618,167	631,767	645,666	658,579
Benefits	132,390	135,700	138,685	141,736	144,571
Contracted and General Services					
Mileage	200	205	210	214	218
Meals and Lodgings	6,000	6,150	6,285	6,424	6,552
Membership & Conference Fees	3,000	3,075	3,143	3,212	3,276
Freight, Express, Postage	250	256	262	268	273
Telephone & Communication	15,550	15,939	16,289	16,648	16,981
Training	2,500	2,563	2,619	2,676	2,730
Advertising, Printing, Subscriptions					
Engineering Fees					
Computer Programing	16,050	16,451	16,813	17,183	17,527
Insurance	10,500	10,763	10,999	11,241	11,466
Other Services	231,950	237,749	242,979	248,325	253,291
Materials, Goods, and Utilities					
Fuel/Parts/ Etc	64,850	66,471	67,934	69,428	70,817
Computer Supplies	21,750	22,294	22,784	23,285	23,751
Utilities	30,300	31,058	31,741	32,439	33,088
Other General Supplies	18,300	18,758	19,170	19,592	19,984
Bank Charges & Interest	2,100	2,153	2,200	2,248	2,293
Amortization	211,000	216,275	221,033	225,896	230,414
	1,369,780	1,404,027	1,434,913	1,466,481	1,495,811
Total Operations	-1,075,590	-1,103,082	-1,127,861	-1,152,675	-1,175,730
Capital Expenses					
Buildings & Land	14,000				
Transfer to Reserve			55,000	55,000	55,000
Equipment	34,000				
Vehicles					
	48,000		55,000	55,000	55,000
Total Capital	-48,000		-55,000	-55,000	-55,000
Net Profit/Loss	-1,123,590	-1,103,082	-1,182,861	-1,207,675	-1,230,730
Remove Amortization	211,000	216,275	221,033	225,896	230,414
Adjusted Surplus (Deficit)	-912,590	-886,807	-961,828	-981,779	-1,000,316

Family and Community Support Services (FCSS)

Smoky Lake County receives an FCSS grant from the Province of Alberta. The County is required to contribute municipal funds equal to 25% of the grant. The Provincial portion is provided to Aspen View Public Schools Division for the Family School Liaison Worker (FSLW) Program.

Agriculture Service Board supports the Agricultural Industry through the provision of pest control, weed inspection/spraying, roadside mowing, as well as dog control. The department contributes to the Lakeland Agricultural Research Association (LARA) annually.

	Agricultural Development Budget				
	2024	2025	2026	2027	2028
OPERATING REVENUE					
Other Income					
User Fees and Sales of Goods	\$500	\$513	\$524	\$535	\$546
Licenses and Permits	500	513	524	535	546
Grants					
Provincial Conditional - Operating	166,247	166,247	166,247	166,247	166,247
TOTAL OPERATING REVENUE	167,247	167,273	167,295	167,317	167,339
OPERATING EXPENSES					
Salaries, Wages, and Benefits					
Salaries & Wages	463,092	474,669	485,112	495,785	505,700
Benefits	99,332	101,815	104,055	106,344	108,471
Contracted and General Services					
Mileage	2,500	2,563	2,619	2,677	2,730
Meals and Lodgings	11,150	11,429	11,680	11,937	12,176
Membership & Conference Fees	9,000	9,225	9,428	9,635	9,828
Freight, Express, Postage	5,000	5,125	5,238	5,353	5,460
Telephone & Communication	2,500	2,563	2,619	2,676	2,730
Training	7,000	7,175	7,333	7,494	7,644
Advertising, Printing, Subscriptions	800	820	838	856	874
Other Consulting	60,000	61,500	62,853	64,236	65,520
Computer Programing	10,200	10,455	10,685	10,920	11,138
Insurance	16,000	16,400	16,761	17,130	17,472
Other Services	8,900	9,123	9,323	9,528	9,719
Materials, Goods, and Utilities					
Office/Food/Janitorial Supplies	12,930	13,253	13,545	13,843	14,120
Fuel/Parts/ Etc	88,500	90,713	92,708	94,748	96,643
Chemicals	40,000	41,000	41,902	42,824	43,680
Computer Supplies	3,300	3,383	3,457	3,533	3,604
Utilities	4,690	4,807	4,913	5,021	5,122
Other General Supplies	10,000	10,250	10,476	10,706	10,920
Amortization	61,000	62,525	63,901	65,306	66,612
	915,894	938,793	959,446	980,552	1,000,163
Total Operations	-748,647	-771,520	-792,151	-813,235	-832,824
Capital Funding					
Sale of Capital Assets	30,000				
Transfer from Reserve	50,000		52,378		
Capital Funding	80,000		52,378		
Capital Expenses					
Transfer to Reserve			60,000	60,000	60,000
Equipment	92,000		195,000	200,000	
	92,000		255,000	260,000	60,000
Total Capital	-12,000		-202,622	-260,000	-60,000
Net Profit/Loss	-760,647	-771,520	-994,773	-1,073,235	-892,824
Remove Amortization	61,000	62,525	63,901	65,306	66,612
Adjusted Surplus (Deficit)	-699,647	-708,995	-930,872	-1,007,929	-826,212

Economic Development Services are provided inter-municipally through the Regional Community Development Committee (RCDC). The current funding formula for the committee requires 67% from Smoky Lake County. The financial plan is based on this agreement. Doctor Recruitment and Retention is also funded jointly.

	Economic Development Budget				
	2024	2025	2026	2027	2028
OPERATING REVENUE					
Sales to Other Governments	\$38,135	\$37,182	\$36,364	\$37,164	\$37,907
Grants					
Provincial Conditional - Operating	10,000				
TOTAL OPERATING REVENUE	48,135	37,182	36,364	37,164	37,907
OPERATING EXPENSES					
Salaries, Wages, and Benefits					
Salaries & Wages	1,989	2,039	2,084	2,129	2,172
Benefits	1,011	1,036	1,059	1,082	1,104
Other Wages	5,000	5,125	5,238	5,353	5,460
Contracted and General Services					
Mileage	2,800	2,870	2,933	2,998	3,058
Meals and Lodgings	2,500	2,563	2,619	2,676	2,730
Membership & Conference Fees	500	513	524	535	546
Telephone & Communication	600	615	629	642	655
Training	1,500	1,538	1,571	1,606	1,638
Advertising, Printing, Subscriptions	6,000	6,150	6,285	6,424	6,552
Computer Programing	750	769	786	803	819
Other Services	65,925	67,573	69,060	70,579	71,991
Materials, Goods, and Utilities					
Office/Food/Janitorial Supplies	250	256	262	268	273
Other General Supplies	20,000	20,500	20,951	21,412	21,840
	108,825	111,547	114,001	116,507	118,838
Total Operations	-60,690	-74,365	-77,637	-79,343	-80,931
Net Profit/Loss	-60,690	-74,365	-77,637	-79,343	-80,931



Recreation and Cultural Services include the maintenance of all County owned parks, boat launches, and campgrounds. The operations of the campgrounds at Hanmore Lake, Kaduk Lake, Mons Lake and Bellis Beach are contracted out. This department also includes grants to the Agricultural Societies, maintenance of the Iron Horse Trail and costs of the Heritage Board

	Recreation Parks Fac & Program Budget				
	2024	2025	2026	2027	2028
OPERATING REVENUE					
Other Income					
User Fees and Sales of Goods	\$37,500	\$38,438	\$39,283	\$40,147	\$40,950
Grants					
Provincial Conditional - Operating	110,000	110,375	110,713	111,059	111,380
TOTAL OPERATING REVENUE	147,500	148,813	149,996	151,206	152,330
OPERATING EXPENSES					
Salaries, Wages, and Benefits					
Salaries & Wages	214,579	219,943	224,782	229,727	234,322
Benefits	41,384	42,419	43,352	44,306	45,192
Contracted and General Services					
Meals and Lodgings	1,200	1,230	1,257	1,285	1,310
Telephone & Communication	1,700	1,743	1,781	1,820	1,856
Training	2,000	2,050	2,095	2,141	2,184
Advertising, Printing, Subscriptions	2,000	2,050	2,095	2,141	2,184
Computer Programing	5,500	5,638	5,762	5,888	6,006
Insurance	12,000	12,300	12,571	12,847	13,104
Other Services	9,800	10,045	10,266	10,492	10,702
Materials, Goods, and Utilities					
Office/Food/Janitorial Supplies	7,000	7,175	7,333	7,494	7,644
Fuel/Parts/ Etc	29,000	29,725	30,379	31,047	31,668
Computer Supplies	3,300	3,383	3,457	3,533	3,604
Utilities	7,200	7,380	7,542	7,708	7,862
Other General Supplies	14,500	14,863	15,189	15,524	15,834
Transfers to Local Boards & Agencies	135,500	136,175	136,784	137,406	137,984
Amortization	61,000	62,525	63,901	65,306	66,612
	547,663	558,644	568,546	578,665	588,068
Total Operations	-400,163	-409,831	-418,550	-427,459	-435,738
Capital Funding					
Transfer from Reserve		78,000			
Capital Funding		78,000			
Capital Expenses					
Transfer to Reserve			50,000	50,000	50,000
Land Improvements	8,000	78,000			
Equipment	32,000				
	40,000	78,000	50,000	50,000	50,000
Total Capital	-40,000		-50,000	-50,000	-50,000
Net Profit/Loss	-440,163	-409,831	-468,550	-477,459	-485,738
Remove Amortization	61,000	62,525	63,901	65,306	66,612
Adjusted Surplus (Deficit)	-379,163	-347,306	-404,649	-412,153	-419,126

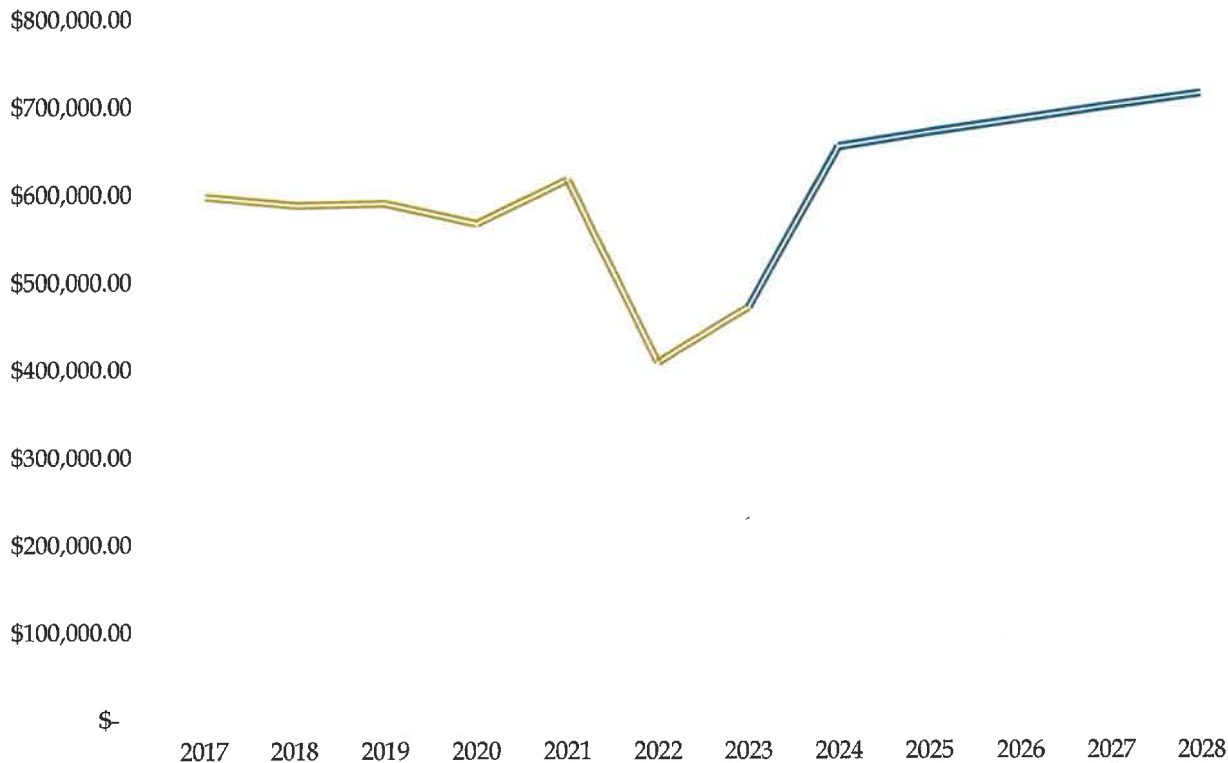


Natural Gas Services distribute natural gas to County and Vilna Residents. The department also supplies odorant and compressed natural gas to other gas co-ops. The Gas department operates financially independent of Smoky Lake County.



Natural gas profit is highly dependent on consumption. When the winter weather is mild and consumption is low the gross margin decreases. Future years are predicted to gradually increase, however this will need to be reviewed each budget year.

HISTORICAL GROSS MARGIN PREDICTED



	Natural Gas Budget				
	2024	2025	2026	2027	2028
OPERATING REVENUE					
Other Income					
Penalties	\$10,000	\$10,250	\$10,476	\$10,706	\$10,920
User Fees and Sales of Goods	2,970,620	3,044,886	3,111,873	3,180,334	3,243,941
Investment Income	35,000	35,875	36,664	37,471	38,220
Licenses and Permits	9,600	9,840	10,056	10,278	10,483
Grants					
TOTAL OPERATING REVENUE	3,025,220	3,100,851	3,169,069	3,238,789	3,303,564
OPERATING EXPENSES					
Salaries, Wages, and Benefits					
Salaries & Wages	889,889	912,136	932,203	952,712	971,766
Benefits	144,020	147,621	150,868	154,187	157,271
Contracted and General Services					
Mileage	3,000	3,075	3,143	3,212	3,276
Meals and Lodgings	18,500	18,963	19,380	19,806	20,202
Membership & Conference Fees	38,000	38,950	39,807	40,683	41,496
Freight, Express, Postage	12,600	12,915	13,199	13,490	13,759
Telephone & Communication	20,400	20,910	21,370	21,840	22,277
Training	7,000	7,175	7,333	7,494	7,644
Advertising, Printing, Subscriptions	2,500	2,563	2,619	2,676	2,730
Accounting & Auditing	16,000	16,400	16,761	17,130	17,472
Legal Fees	1,000	1,025	1,048	1,071	1,092
Engineering Fees	7,500	7,688	7,857	8,029	8,190
Other Consulting	1,200	1,230	1,257	1,285	1,310
Computer Programing	30,000	30,750	31,427	32,118	32,760
Insurance	35,000	35,875	36,664	37,471	38,220
Other Services	51,750	53,044	54,211	55,403	56,511
Materials, Goods, and Utilities					
Office/Food/Janitorial Supplies	18,200	18,655	19,065	19,485	19,875
Fuel/Parts/ Etc	95,500	97,888	100,041	102,242	104,287
Computer Supplies	19,000	19,475	19,903	20,341	20,748
Utilities	12,120	12,423	12,696	12,976	13,235
Employee Recognition	2,000	2,050	2,095	2,141	2,184
Other General Supplies	1,550,042	1,590,040	1,626,122	1,662,997	1,692,658
Amortization	245,000	251,125	256,650	262,296	272,143
	3,220,221	3,301,976	3,375,719	3,451,085	3,521,106
Total Operations	-195,001	-201,125	-206,650	-212,296	-217,542
Capital Funding					
Transfer from Reserve	267,000	16,000	60,000		
Capital Funding	267,000	16,000	60,000		
Capital Expenses					
Buildings & Land	140,000		60,000		
Transfer to Reserve	50,000	50,000	50,000	50,000	50,000
Equipment	60,000	16,000			
Vehicles	67,000				
	317,000	66,000	110,000	50,000	50,000
Total Capital	-50,000	-50,000	-50,000	-50,000	-50,000
Net Profit/Loss	-245,001	-251,125	-256,650	-262,296	-267,542
Remove Amortization	245,000	251,125	256,650	262,296	267,542
Adjusted Surplus (Deficit)	-1	0	0	0	0

Appendices

Appendix 1: Policy 08-11 Budget Development

SMOKY LAKE COUNTY



Title: Budget Development	Policy No.: 11-02
Section: 08	Code: P-R
	Page No.: 1 of 3

Legislation Reference:	<i>Municipal Government Act, Sections 242 – 246.</i>
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Purpose:	To provide an efficient and effective process for the development of the annual Total Function Budget and Five Year Financial Plan.
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Policy Statement and Guidelines:

1. STATEMENT OF INTENT:

1.1 The Budget Development Policy provides a guideline for the activities that encompass the development, implementation, and evaluation of a plan for the provision of services and capital purchases. This policy along with Policy 08-30-01 Financial Management Policy provide for a consistent approach to the financial planning of Smoky Lake County.

2. RESPONSIBILITIES:

2.1 **Council** is responsible for the following:

2.1.1 Providing Administration, in August each year, with direction as to its expectation for:

- The municipal tax rate
- Percent increase (or decrease) for the next year in function or capital expenditures that are acceptable
- Expected changes to service levels
- Priorities in the Road Plan

2.1.2 Scheduling adequate meeting time to review budget documents using the following as a guideline.

- Directional Meeting – August
- Capital Asset Meeting– October
- Five-year Road Plan – October
- Natural Gas – November
- Complete Total Function Budget draft – November/December
- Tax Rate Meeting(s) – April/May

2.1.3 Interim Budget Approval upon the incorporation of changes and modifications requested by council (**target date: December 31**)

2.1.4 Final Budget Ratification upon the incorporation of further changes and modifications as a result of meetings setting the tax rate (**target date: April 30**)

2.1.5 Five Year Financial Plan Ratification based on updated information (**target date: July 31**)

Title: Budget Development	Policy No.: 11-02	
Section: 08	Code: P-R	Page No.: 2 of 3

Policy Statement and Guidelines:
<p>2.2 Administration (led by the Finance Manager) is responsible for: ensuring that the Annual Budget and Five Year Financial Plans meet legislation requirements and follow industry best practices through the following activities.</p> <p>2.2.1 Management Review of Department Budgets(to be complete by October 15):</p> <ul style="list-style-type: none"> • Based on the guidelines established by Council, each function group will prepare a draft five year Function Budget which contains the following items: Five Year Operating Budget, Ten-Year Capital Asset Plan, Road Plan, and other Project Plans as required. • The Chief Administrative Officer will meet with each of the function groups to discuss their requests and needs and make appropriate changes where necessary. • Budgets will be based on factors such as assessment growth, union collection agreement, provincial funding, and council direction. <p>2.2.2 Year 1 Budget Summary (to be complete by October 31): The Finance Manager will compile all the individual documents into a summary that Should contain the following:</p> <ul style="list-style-type: none"> • Summary of the budget guidelines adopted by Council for the proposed year. • Summary of Administration’s proposed budget items: <ul style="list-style-type: none"> a. Wages and benefits % and \$ change b. Estimated assessment % and \$ change c. General % factor used for utilities or typical expenditures d. Major dollar changes for “special” or known issues (e.g., insurance / debentures) e. Proposed staffing changes and the corresponding wage and benefits, etc. costs f. New reserves or recommended changes to existing reserves g. The amount of engineering and project costs budgeted for projects that are pre-designed and will be completed in subsequent year(s) h. Identified major increases or decreases for each function i. Projected grant funding j. Any other items that would provide Council with information to make its decision making more effective and efficient

Title: Budget Development	Policy No.: 11-02	
Section: 08	Code: P-R	Page No.: 3 of 3

Policy Statement and Guidelines:	
2.2.3	<p>Year 1 Budget Compilation (to be complete by October 31) Administration to compile all the individual documents into the following budget documents:</p> <ul style="list-style-type: none"> • Revenue and expenditures by function • Ten Year Capital Replacement Plan • Road Plan • Summary of Reserve Balances • Any projects carry forwards (if known at this time) • Supporting charts or graphs for information that will prove beneficial for budget review • Where appropriate, information will be provided that shows previous year information, available current year information and percentage increases or decreases from one year to next. • Administration will incorporate and track all changes / modifications resulting from Budget meetings with Council.
2.2.4	<p>Five Year Financial Plan (to be complete by July 15) The Finance Manager will compile all approved budget documents, along with Projections for years 2 to 5 into a Five Year Financial Plan. The Financial plan should identify upcoming changes, opportunities, and Challenges</p>
2.2.5	<p>Ensure that the budget is adhered to by reviewing actual expenditures as compared to budget.</p>
2.2.6	<p>Provide council with the Budget at a Glance Report monthly and point out any major budget variances.</p>

	Date	Resolution Number
Approved	September 21, 2006	# 690-06 - Page # 8209
Amended	August 30, 2018	# 848-18 - Page # 13229
Amended		

Appendix 2 : 2024 Five Year Capital Budget

Smoky Lake County 2024 - 2028 Capital Budget

Dept		Budget 2024	Budget 2025	Budget 2026	Budget 2027	Budget 2028	FUNDING NOTE
ADM	AGGREGATE LICENSE REV TO RESERVE	200,000	205,000	209,510	214,119	218,402	rev from aggregate lic to road res
ADM	LAND SALES TO RESERVES	701,000					proceeds of land sales transferred to reserve
ADM	ADMIN BUILDING RESERVE			50,000	50,000	50,000	
ADM	INTERDEPT DRONE REPLACEMENT			12,000			
ADM	ORTHO PHOTOS RESERVE			30,000			
ADM	ORTHO PHOTOS				110,000		fund from reserve/possible ACP grant
ADM	DEPARTMENT TOTAL	901,000	205,000	301,510	374,119	268,402	
Bylaw	LIDAR GUN	7,000					
BYLAW	DEPARTMENT TOTAL	7,000	-	-	-	-	0
FIRE	FIRE BUILDING RESERVE			75,000	75,000	75,000	
FIRE	FIRE EQUIPMENT RESERVE			10,000	10,000	10,000	
FIRE	FIRE APPARATUS RESERVE			162,000	162,000	162,000	
FIRE	MSA 6000 PLUS TIC WITH TRUCK MOUNT	14,435					Town to pay 40%
FIRE	AFRRCS RADIO REPLACEMENT	18,500					Insurance to cover 10,500
FIRE	NEW AFRRCS RADIOS	10,500					Town to pay 40%
FIRE	REPLACE FIRE TRUCK WASK 403		663,000				reserve
FIRE	REPLACE RESCUE TRUCK SL 407				218,484		reserve/town contribution
FIRE	DEPARTMENT TOTAL	43,435	663,000	247,000	465,484	247,000	
PW	GRADER REPLACEMENT		1,122,000	764,694	779,988	795,588	reserves & grants
PW	GRADER RESERVE	500,000					
PW	2022 GRADER ORDERED	659,000					reserves & grants
PW	REPLACE SANDING TRUCK 195 RESERVE			100,000	100,000	100,000	
PW	REPLACE SANDING TRUCK 195		450,000				sell current for \$30,000/lease
PW	REPLACE RESERVE FOR WHEEL LOADER			39,000			replace reserve from 2023 purchase
PW	PICK UP TRUCK PROGRAM	335,476					101F, 101G, 226E, 227C, 239D (\$316,573 exp sale)
PW	ENTERPRISE 3500 TRUCK PROGRAM	251,943					105A, 100C, 107B (\$238,653 exp sale)
PW	NEW SANDER FOR UNIT 435	13,992					
PW	REPLACE ROCK TRUCK 608			520,000			sell for \$150,000
PW	REPLACE EXCAVATOR 627		380,000				sell for \$80,000
PW	REPLACE KENWORTH T800 197		208,000				sell for \$40,000
PW	REPLACE SERVICE TRUCK 110			91,800			sell for \$5,000
PW	REPLACE PRESSURE WASHER 164		16,000				sell for \$1,000
PW	REPLACE KENWORTH T800 155			180,200			sell for \$10,000
PW	REPLACE RAM 5500 122			67,500			sell for \$1,000
PW	REPLACE RAM 5500 119				69,000		sell for \$5,000
PW	REPLACE FORKLIFT 623				11,000		sell for \$500
PW	GRAVEL SALES TO RESERVE	27,000	27,000	27,000	27,000	27,000	transf royalty fr gravel sale to grav reserve
	DEPARTMENT TOTAL	1,787,411	2,203,000	1,790,194	986,988	922,588	fund capital from reserve
E & P	FROM PREV YEARS :MONS LAKE BEACH/EROSION		20,000				reserve
E & P	FROM PREV YEARS: EMERGENCY BOAT LA		58,000				reserve
E & P	SPEDDEN DISTRIBUTION PUMP	6,000					
E & P	SPEDDEN LANDFILL MONITORING WELLS	9,000					
E & P	SL LANDFILL MONITORING WELLS	5,000					
E & P	LAKE BOAT LAUNCH REHAB	8,000					
E & P	MOWER X 2	32,000					
E & P	Motion 491-24 Water Storage	28,000					
E & P	RESERVE FOR SEWER			5,000	5,000	5,000	
E & P	RESERVE FOR SIGN REPLACEMENT			50,000	50,000	50,000	
E & P	GARBAGE TRUCK RESERVE			50,000	50,000	50,000	
	DEPARTMENT TOTAL	88,000	78,000	105,000	105,000	55,000	
PLN	HISTORIC DESIGNATION PLAQUE	10,000	10,000	10,000	10,000	10,000	
	DEPARTMENT TOTAL	10,000	10,000	10,000	10,000	10,000	
AG	REPLACE FLEX ARM & MOWER 473/474	92,000					sell old for 30,000 and fund 50,000 from reserve
AG	RESERVE FOR EQUIPMENT			60,000	60,000	60,000	
AG	REPLACE TRACTOR			195,000	200,000		
	DEPARTMENT TOTAL	92,000	-	255,000	260,000	60,000	
	MUNICIPAL TOTAL	2,928,846	3,159,000	2,708,704	2,201,591	1,562,990	
GAS	Infrastructure Line Replacement	50,000	50,000	50,000	50,000	50,000	
GAS	METER READING EQUIPMENT	36,000					
GAS	POLISHED FROM PREV YEARS			60,000			postponed to be reevaluated
GAS	RMO REPLACEMENT	140,000					carry from 2023 POSSIBLE GRANT UP TO \$35,000
GAS	RMO MODEM REPLACEMENT	16,000	16,000				
GAS	REFURBISH TRUCK BOX (UNIT 202)	7,000					
GAS	GPS Unit to Track lines	8,000					current unit no longer works
GAS	TRUCK REPLACEMENT - ENTERPRISE	60,000					
	DEPARTMENT TOTAL	317,000	66,000	110,000	50,000	50,000	
	CAPITAL TOTAL	3,245,846	3,225,000	2,818,704	2,251,591	1,612,990	
	BRIDGE TOTAL	4,167,529	5,222,133	1,538,253	1,666,000	428,000	
	ROAD TOTAL	1,843,946	3,291,034	2,055,669	1,704,529	1,789,586	
	GRAND TOTAL (MUNICIPAL AND NATURAL GAS)	9,257,321	11,738,167	6,412,626	5,622,120	3,830,576	

Appendix 3 : Policy 03-18 Five Year Road Plan – Section 3 only

Section 3

2024 Road Projects

Policy 18-20

OIL TREATMENT/PAVING							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
Twp 590 between RR 174(N)- RR 180(s)	P1813	2	1.25		\$ 150,000.00		MS/MO
		2		Total	\$ 150,000.00	\$0.00	

CHIP-SEAL							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
		0		Total	\$ -	\$0.00	

MG30 BASE STABILIZATION							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
RR 124 between Twp 601- Twp 603A	MG2411	5	2.5		\$ 62,500.00		MS/MO
Twp 590 between RR 143(N)- RR 144(S)	MG1822	1	0.5		\$ 10,000.00		MS/MO
RR 144 between Twp 590- Hwy 652	MG2412	8	6		\$ 80,000.00		MS/MO
RR 164 between Hwy 28- Twp 592A	MG2423	4	1.5		\$ 70,000.00		MS/MO
Twp 604 between RR 181- RR 184	MG2415	4	3		\$ 80,000.00		MS/MO
		22		Total	\$ 302,500.00	\$0.00	

CONSTRUCTION							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
		13		Total	\$ -	\$0.00	

MG HAUL ROADS-PW57							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
Twp 584 between Hwy 855- RR 165	MG2413	4	5.5		\$ 121,000.00		Aggregate Reserve
		4		Total	\$ 121,000.00	\$0.00	

GRAVELLING							
Mile per Division	Code	Proposed Miles	Proposed Gravel	Estimate Costs	Actual Gravel	Actual Cost	Funding
144	PW45	38.5	6,517.50	\$ 189,007.50			RTG
218.5	PW46	79	12,851.00	\$ 346,977.00			RTG
159.5	PW47	36	5,817.50	\$ 145,437.50			RTG
167	PW48	41	6,659.50	\$ 159,828.00			RTG
219	PW49	58	9,296.00	\$ 241,696.00			RTG
908		252.5	41,141.5	\$ 1,082,946.00			
Contingency:			5,000.00	\$ 125,000.00			
Total			46,141.50	\$ 1,207,946.00			
Road Repair PW90:							Unbudgeted - Contingency only

Section 3

2025 Road Project

Policy 18-20

OIL TREATMENT/PAVING							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
Twp 600 between RR 181- RR 182	P2415	3	1		\$ 150,000.00		MS/MO
RR 174 between Twp 612- Twp 613A	P2514	3	1.5		\$ 200,000.00		MS/MO
RR 124 between Twp 601- Twp 603A	P2511	6	2.5		\$ 460,000.00		MS/MO
RR 183 between 51 Ave Warspite- 59153 Rge Rd 183	P2513	2	250m	597-24	\$ 25,000.00		MS/MO
		14		Total	\$ 835,000.00	\$0.00	

CHIP-SEAL							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
RR 170 between Hwy 28- Twp 600	FM2414	3	2		\$ 210,240.00		MS/MO
		3		Total	\$ 210,240.00	\$0.00	

REHABILITATION							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
RR 174 between Twp 612- Twp 613A	R2514	3	1.5		\$ 35,000.00		MS/MO
RR 190 between Hwy 28- Twp 600	R2515	6	3.5		\$ 85,000.00		MS/MO
Twp 594 between RR 185- RR 190	R2525	2	1		\$ 24,000.00		MS/MO
		11		Total	\$ 144,000.00	\$0.00	

MG30 BASE STABILIZATION							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
Twp 620 between RR 135- RR 142	MG2511	5	3		\$ 75,000.00		MS/MO
RR 143 between Twp 584- Hwy 652	MG1942	6	4		\$ 100,000.00		MS/MO
Twp 590 between RR 181(s)- RR 184(s)	MG2523	5	3		\$ 70,000.00		MS/MO
RR 183 between Twp 591A- Twp 592	MG2433	2	0.5		\$ 20,000.00		MS/MO
RR 163 between Twp 595- Twp 600	MG2514	2	1		\$ 25,000.00		MS/MO
Twp 612 between RR 174- RR 174A	MG2524	1	0.5		\$ 12,000.00		MS/MO
RR 180 between Hwy 28- Twp 594	MG2515	2	1.5		\$ 30,000.00		MS/MO
Twp 612 between RR 174A- RR 180	MG2525	2	1.5		\$ 30,000.00		MS/MO
RR 180 between Twp 612A- Twp 614	MG2535	2	1.5		\$ 30,000.00		MS/MO
		27		Total	\$ 392,000.00	\$0.00	

CONSTRUCTION							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
RR 171 between Twp 591- Twp 592	C2513	13	1		\$ 140,000.00		MS/MO
RR 171 between Twp 590- Twp 591	C2413	13	1		\$ 140,000.00		MS/MO
		26		Total	\$ 280,000.00	\$0.00	

MG HAUL ROADS-PW57							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
Twp 584 between Hwy 855- RR 165	MG2513	4	5.5		\$ 121,000.00		Aggregate Reserve
		4		Total	\$ 121,000.00	\$0.00	

GRAVELLING							
Mile per Division	Code	Proposed Miles	Proposed Gravel	Estimate Costs	Actual Gravel	Actual Cos	Funding
144	PW45	46	7,641.00	\$ 221,589.00			RTG
218.5	PW46	83.5	13,243.00	\$ 357,561.00			RTG
159.5	PW47	43	6,770.00	\$ 169,250.00			RTG
167	PW48	51	8,002.50	\$ 192,060.00			RTG
219	PW49	59	9,359.00	\$ 243,334.00			RTG
908		282.5	45,015.5	\$ 1,183,794.00			
Contingency:			5,000.00	\$ 125,000.00			
Total			50,015.50	\$ 1,308,794.00			
Road Repair PW90:							Unbudgeted-Cost of gravel only

Section 3

6 Road Project

Policy 18-20

OIL TREATMENT/PAVING							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
							MSI/MO
		0		Total	\$ -		\$0.00

REHABILITATION							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
							MSI/MO
		0		Total	\$ -		\$0.00

MG30 BASE STABILIZATION							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
RR 144 between Twp 590- Hwy 652	MG2612	8	6		\$ 90,000.00		MSI/MO
Twp 584 between Hwy 859- RR 144	MG2622	6	4		\$ 60,000.00		MSI/MO
Twp 592 between RR 183- RR 182A	MG2623	1	0.5		\$ 12,000.00		MSI/MO
RR 183 between Twp 592- Twp 591A	MG2633	0.5	0.5		\$ 10,000.00		MSI/MO
RR 163 between Twp 595- Twp 600	MG2614	2	1		\$ 30,000.00		MSI/MO
		17.5		Total	\$ 202,000.00		\$0.00

CONSTRUCTION							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
Twp 590 between RR 150(s)- RR 150A	C2612	7	0.5		\$ 60,000.00		MSI/MO
Twp 590 between RR 154(s)- RR 154A	C2622	4	0.25		\$ 15,000.00		MSI/MO
Twp 592 between RR 171- RR 172	C2113	12	1		\$ 130,000.00		MSI/MO
RR 200 between Twp 592- Twp 593	C1715	12	1		\$ 130,000.00		MSI/MO
Twp 592 between RR 200- RR 195A	C2615	6	0.5		\$ 50,000.00		MSI/MO
		41		Total	\$ 385,000.00		\$0.00

MG HAUL ROADS-PW57							
Project Name	Code	# Days	Length/Miles	Res #'s	Estimate Costs	Actual Cost	Funding
Twp 584 between Hwy 855- RR 165	MG2613	4	5.5		\$ 121,000.00		Aggregate Reserve
		4		Total	\$ 121,000.00		\$0.00

GRAVELLING							
Mile per Division	Code	Proposed Miles	Proposed Gravel	Estimate Costs	Actual Gravel	Actual Cost	Funding
144	PW45	40.5	6,798.50	\$ 197,156.50			RTG
218.5	PW46	83.5	13,615.00	\$ 367,605.00			RTG
159.5	PW47	41.5	6,675.50	\$ 166,887.50			RTG
167	PW48	52.5	8,360.50	\$ 200,652.00			RTG
219	PW49	70	11,168.00	\$ 290,368.00			RTG
908		288.0	46,617.5	\$1,222,669.00			
Contingency:			5,000.00	\$ 125,000.00			
Total			51,617.50	\$1,347,669.00			
Road Repair PW90:							Labour/total cost of gravel only

Section 3

2027 Road Projects

Policy 18-20

OIL TREATMENT/PAVING							
Project Name	Code	# Days	Length/Miles	Res #s	Estimate Costs	Actual Cost	Funding
							MSI/MO
		0		Total	\$ -		\$0.00

REHABILITATION							
Project Name	Code	# Days	Length/Miles	Res #s	Estimate Costs	Actual Cost	Funding
							MSI/MO
		0		Total	\$ -	\$ -	-

MG30 BASE STABILIZATION							
Project Name	Code	# Days	Length/Miles	Res #s	Estimate Costs	Actual Cost	Funding
RR 144 between Twp 590- Hwy 652	MG2712	8	6		\$ 100,000.00		MSI/MO
Twp 592 between RR 171- RR 172	MG2723	2	1		\$ 20,000.00		MSI/MO
RR 164 between Hwy 28- Twp 584A	MG2733	8	5.5		\$ 125,000.00		MSI/MO
Twp 612 between RR 174- RR 174A	MG2714	1	0.5		\$ 15,000.00		MSI/MO
Twp 612 between RR 174A- RR 180	MG2715	2	1.5		\$ 37,000.00		MSI/MO
RR 180 between Twp 612A- Twp 614	MG2725	3	1.5		\$ 37,000.00		MSI/MO
Twp 604 between RR 181- RR 183	MG2735	4	2		\$ 65,000.00		MSI/MO
		28		Total	\$ 399,000.00		\$0.00

CONSTRUCTION							
Project Name	Code	# Days	Length/Miles	Res #s	Estimate Costs	Actual Cost	Funding
RR 162 between Twp 594- Twp 594A	C2714	3	0.25		\$ 50,000.00		MSI/MO
		3		Total	\$ 50,000.00	\$ -	-

MG HAUL ROADS-PW57							
Project Name	Code	# Days	Length/Miles	Res #s	Estimate Costs	Actual Cost	Funding
Twp 584 between Hwy 855- RR 165	MG2713	4	5.5		\$ 121,000.00		Aggregate Reserve
		4		Total	\$ 121,000.00	\$ -	-

GRAVELLING							
Mile per Division	Code	Proposed Miles	Proposed Gravel	Estimate Costs	Actual Gravel	Actual Cost	Funding
144	PW45	39	6,611.00	\$ 191,719.00			RTG
218.5	PW46	75	12,134.00	\$ 327,618.00			RTG
159.5	PW47	32.5	5,132.00	\$ 128,300.00			RTG
167	PW48	37	5,818.50	\$ 139,644.00			RTG
219	PW49	54	8,548.00	\$ 222,248.00			RTG
908		237.5	38,243.5	\$ 1,009,529.00			
Contingency:			5,000.00	\$ 125,000.00			
Total			43,243.50	\$ 1,134,529.00			
Road Repair PW90:							Unbudgeted - Cost of gravel only

Section 3

2028 Road Projects

Policy 18-20

OIL TREATMENT/PAVING							
Project Name	Code	# Days	Length/Miles	Res #s	Estimate Costs	Actual Cost	Funding
							MSI/MO
		0		Total	\$ -		\$0.00

REHABILITATION							
Project Name	Code	# Days	Length/Miles	Res #s	Estimate Costs	Actual Cost	Funding
							MSI/MO
		0		Total	\$ -	\$ -	-

MG30 BASE STABILIZATION							
Project Name	Code	# Days	Length/Miles	Res #s	Estimate Costs	Actual Cost	Funding
Twp 620 between RR 135- RR 142	MG2811	5	3		\$ 80,000.00		MSI/MO
RR 144 between Twp 590- Hwy 652	MG2812	8	6		\$ 100,000.00		MSI/MO
Twp 604 between RR 191- RR 192A	MG2815	3	1.5		\$ 40,000.00		MSI/MO
Twp 604 between RR 181- RR 184	MG2825	5	3		\$ 85,000.00		MSI/MO
		21		Total	\$ 305,000.00		\$0.00

CONSTRUCTION							
Project Name	Code	# Days	Length/Miles	Res #s	Estimate Costs	Actual Cost	Funding
							MSI/MO
		0		Total	\$ -	\$ -	-

MG HAUL ROADS-PW57							
Project Name	Code	# Days	Length/Miles	Res #s	Estimate Costs	Actual Cost	Funding
Twp 584 between Hwy 855- RR 165	MG2813	4	5.5		\$ 130,000.00		Aggregate Reserve
		4		Total	\$ 130,000.00	\$ -	-

GRAVELLING							
Mile per Division	Code	Proposed Miles	Proposed Gravel	Estimate Costs	Actual Gravel	Actual Cost	Funding
144	PW45	43.5	7,297.50	\$ 211,627.50			RTG
218.5	PW46	80.5	13,085.00	\$ 353,295.00			RTG
159.5	PW47	46.5	7,455.50	\$ 186,387.50			RTG
167	PW48	55	8,843.50	\$ 212,244.00			RTG
219	PW49	64	10,232.00	\$ 266,032.00			RTG
908		289.5	46,913.5	\$ 1,229,586.00			
Contingency:			5,000.00	\$ 125,000.00			
Total			51,913.50	\$ 1,354,586.00			
Road Repair PW90:							Estimated Cost of gravel only



Request for Decision (RFD)

Meeting Date: Thursday, August 8, 2024

Agenda Item: #7.10

Topic: Bylaw 1464-24 Non Residential Tax Incentive Bylaw

Presented By: Brenda Adamson/Finance

Recommendation:

Motion #1 That Smoky Lake County Bylaw No. 1464-24: Non Residential Development Municipal Tax Incentive Bylaw be given first reading

Motion #2 That Smoky Lake County advertise Bylaw No 1464-24 Non Residential Development Municipal Tax Incentive Bylaw for the purpose of public feedback

Background:

During a Committee of the whole meeting held March 5, 2024, Council discussed tax incentive options to attract commercial development. Administration prepared research and presented it to Council on April 17 and the following motion was made:

520-24: Cere That Smoky Lake County Council **recommends** Administration bring forward a draft bylaw to a future Council Meeting for consideration, in respect to a Property Tax Incentive based on property assessment value, to encourage small developments as well as large developments with larger incentives, aiming at increasing long-term tax revenue.

Carried.

The bylaw provides the following tax incentives

	New or Increase Assessment			
Assessment Increase	\$20,000-\$500,000	\$500,001-\$1,000,000	\$1,000,001-\$5,000,000	Greater than \$5,000,000
Year 1	100%	100%	100%	100%
Year 2		50%	50%	75%
Year 3			25%	50%
Year 4				25%

When looking at potential property tax incentives, we looked at the existing programs in County of St Paul, Thorhild County, County of Barrhead, Lethbridge County, Wheatland County, County of Paint Earth, and City of Medicine Hat. Example calculations were done to see how different developments could affect the developer and the County (attached).

The Public Participation Policy 51-01 recommends that new programs being established should engage in public participation through a motion of council. The appropriate level of participation would be consultation to keep the public informed and listen to and acknowledge concerns. After the bylaw passes first reading and any amendments are made, administration



Request for Decision (RFD)

will advertise the bylaw for the month of August. Feedback will be gathered and provided to Council with recommendations at a September Council meeting.

Benefits:

- The incentive increases relative to the increase in assessment
- This program will not require additional human resource capacity to administer
- The method is similar to comparable municipalities

Disadvantages:

- It will be difficult to predict the financial impact before development
- The developer will not know the savings until future years
- The assessment increase does not always directly correlate to the investment made into a development

Alternatives:

Levels and incentive amounts can be changed

The bylaw is based on 2024 assessment year. This could be changed so that it is not active until the 2024 assessment year

Financial Implications:

The incentive program will not result in costs to the County. Because it is based on increases in revenue, it will decrease the overall increase in tax revenue received from new dev

Legislation:

347(1) If a council considers it equitable to do so, it may, generally or with respect to a particular taxable property or business or a class of taxable property or business, do one or more of the following, with or without conditions:(a) cancel or reduce tax arrears;(b) cancel or refund all or part of a tax;(c) defer the collection of a tax.(2) A council may phase in a tax increase or decrease resulting from the preparation of any new assessment.1994 cM-26.1

Tax incentives for non-residential property

364.2(1) In this section,

- (a) "deferral" means a deferral under this section;*
- (b) "exemption" means an exemption under this section.*
- (c) repealed 2019 c21 s2.*

(2) A council may, by bylaw, for the purpose of encouraging the development or revitalization of properties in an assessment class specified in section 297(1)(b) or (d) for the general benefit of the municipality, provide for

- (a) full or partial exemptions from taxation under this Division for property in one or both of those assessment classes, or*
- (b) deferrals of the collection of tax under this Division on property referred to in clause (a).*

(3) A bylaw under subsection (2)

- (a) must set criteria to be met for property to qualify for an exemption or deferral,*



Request for Decision (RFD)

(b) must establish a process for the submission and consideration of applications for an exemption or deferral,

(c) must not provide for an exemption or deferral to have effect in respect of a property for more than 15 consecutive taxation years, but may, if the council considers it appropriate, provide for subsequent exemptions or deferrals of 15 consecutive taxation years or less to be applied for and granted in respect of the property, and

(d) if the bylaw provides for any person other than the council, including a designated officer, to refuse to grant an exemption or deferral or to cancel an exemption or deferral, must establish a process for applications to the council for the review of those decisions and must specify the period of time within which the application must be made.

(4) If after reviewing an application the municipality determines that the property meets the requirements for a full or partial exemption or for a deferral, the municipality may grant the exemption or deferral.

(5) An exemption or deferral must be granted in a written form that specifies

(a) the taxation years to which the exemption or deferral applies, which must not include any taxation year earlier than the taxation year in which the exemption or deferral is granted,

(b) in the case of a partial exemption, the extent of the exemption, and

(c) any condition the breach of which will result in cancellation under subsection (6) and the taxation year or years to which the condition applies.

(6) If at any time after an exemption or deferral is granted under a bylaw under this section the municipality determines that the property did not meet or has ceased to meet a criterion referred to in subsection (3)(a) or that a condition referred to in subsection

(5)(c) has been breached, the municipality may cancel the exemption or deferral for the taxation year or years in which the criterion was not met or to which the condition applies.

(7) Where a municipality refuses to grant or cancels an exemption or deferral, the municipality must send a written notice to the applicant stating the reasons for the refusal or cancellation and, if a review of the decision is available under subsection (3)(d), the date by which any application for that review must be made.

(8) Where a municipality grants or cancels an exemption or deferral in respect of designated industrial property, the municipality must notify the provincial assessor and provide any other information requested by the provincial assessor respecting the exemption, deferral or cancellation.

(9) Subject to subsection (6), any order referred to in section 127(1.1) and the criteria and conditions on which an exemption or deferral was granted, the exemption or deferral remains valid regardless of whether the bylaw under which it was granted is subsequently amended or repealed or otherwise ceases to have effect.

2019 c6 s7;2019 c21 s2

Intergovernmental:

n/a

Strategic Alignment:

- The 2023-2025 Strategic Plan priorities included Pro-activity in Development – Committed to the development of policy and programming to foster a proactive approach to land management.



Request for Decision (RFD)

Enclosure(s):

- 1. *Bylaw 1464-24*
- 2. *Examples of calculations*
- 3. *Public Participation Plan*

Signature of the CAO: 



Request for Decision (RFD)

Example
municipal tax rate 21.9292

	permit	const	year 1	year 2	year 3	year 4	year 5
1 gravel pit development estimated construction was \$100,000							
	permit	const	year 1	year 2	year 3	year 4	year 5
increase qualifying assessment			\$ -				
land assessment	\$ -	\$ -	\$ 28,410.00	\$ 43,200.00	\$ 49,070.00	\$ 56,510.00	\$ 57,990.00
improvement assessmer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
total taxes	\$ -	\$ -	\$ 623.01	\$ 947.34	\$ 1,076.07	\$ 1,239.22	\$ 1,271.67
Incentive	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
net taxes	\$ -	\$ -	\$ 623.01	\$ 947.34	\$ 1,076.07	\$ 1,239.22	\$ 1,271.67

	permit	const	year 1	year 2	year 3	year 4	year 5
2 commercial business development estimated construction was \$10,500,000							
	permit	const	year 1	year 2	year 3	year 4	year 5
increase qualifying assessment			\$3,925,670.00				
land assessment	\$ 16,420.00	\$ 13,750.00	\$ 51,320.00	\$ 111,830.00	\$ 207,270.00	\$ 231,670.00	\$ 236,303.40
improvement assessmer	\$ 20,050.00	\$ 351,480.00	\$ 3,945,720.00	\$ 4,080,430.00	\$ 4,085,930.00	\$ 4,920,040.00	\$ 5,018,440.80
total taxes	\$ 799.76	\$ 8,009.20	\$ 87,651.89	\$ 91,932.91	\$ 94,146.44	\$ 112,972.88	\$ 115,232.34
Incentive	\$ -	\$ -	\$ 86,087.00	\$ 44,520.00	\$ 22,290.00	\$ -	\$ -
net taxes	\$ 799.76	\$ 8,009.20	\$ 1,564.89	\$ 47,412.91	\$ 71,856.44	\$ 112,972.88	\$ 115,232.34

	permit	year 1	year 2	year 3	year 4	year 5
3 commercial business expansion estimated construction value was \$125,000						
	permit	year 1	year 2	year 3	year 4	year 5
increase qualifying assessment		\$ 1,950.00				
land assessment	\$ 28,260.00	\$ 28,260.00	\$ 27,750.00	\$ 27,750.00	\$ 30,210.00	\$ 30,210.00
improvement assessmer	\$ 189,750.00	\$ 191,700.00	\$ 188,540.00	\$ 174,070.00	\$ 175,380.00	\$ 172,520.00
total taxes	\$ 4,780.78	\$ 4,823.55	\$ 4,743.07	\$ 4,425.75	\$ 4,508.42	\$ 4,445.71
Incentive	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
net taxes	\$ 4,780.78	\$ 4,823.55	\$ 4,743.07	\$ 4,425.75	\$ 4,508.42	\$ 4,445.71

	permit	const	year 1	year 2	year 3	year 4	year 5
4 industrial business with estimated additional construction of \$795,000							
	permit	const	year 1	year 2	year 3	year 4	year 5
increase qualifying assessment			\$3,365,280.00				
land assessment	\$ 65,780.00	\$ 65,780.00	\$ 63,490.00	\$ 63,490.00	\$ 63,490.00	\$ 63,490.00	\$ 108,190.00
m & e assessment	\$2,817,380.00	\$ 3,601,270.00	\$3,600,630.00	\$ 3,481,980.00	\$ 3,064,230.00	\$3,091,920.00	\$3,132,500.00
improvement assessmer	\$1,214,460.00	\$ 1,531,780.00	\$3,796,490.00	\$ 3,845,480.00	\$ 4,462,310.00	\$4,159,570.00	\$4,137,480.00
total taxes	\$ 88,415.03	\$ 112,563.68	\$ 162,212.92	\$ 160,685.34	\$ 165,051.00	\$ 159,019.37	\$ 159,424.85
Incentive	\$ -	\$ -	\$ 73,798.00	\$ 36,135.00	\$ 19,159.00	\$ -	\$ -
net taxes	\$ 88,415.03	\$ 112,563.68	\$ 88,414.92	\$ 124,550.34	\$ 145,892.00	\$ 159,019.37	\$ 159,424.85

	permit	const	year 1	year 2	year 3	year 4	year 5
5 commercial business development that provides increase in assessment over \$5,000,000							
	permit	const	year 1	year 2	year 3	year 4	year 5
increase qualifying assessment			\$5,000,000.00				
land assessment	\$ 29,700.00	\$ 66,000.00	\$ 67,320.00	\$ 68,666.40	\$ 70,039.73	\$ 71,440.52	\$ 72,869.33
improvement assessmer	\$ -	\$ 2,000,000.00	\$5,000,000.00	\$ 5,100,000.00	\$ 5,202,000.00	\$ 5,306,040.00	\$ 5,412,160.80
total taxes	\$ 651.30	\$ 45,305.73	\$ 111,122.27	\$ 113,344.72	\$ 115,611.61	\$ 117,923.85	\$ 120,282.32
Incentive	\$ -	\$ -	\$ 109,646.00	\$ 83,879.00	\$ 57,038.00	\$ 29,089.00	\$ -
net taxes	\$ 651.30	\$ 45,305.73	\$ 1,476.27	\$ 29,465.72	\$ 58,573.61	\$ 88,834.85	\$ 120,282.32

**SMOKY LAKE COUNTY
IN THE PROVINCE OF ALBERTA
BYLAW NO. 1464-243**

**BEING A BYLAW OF SMOKY LAKE COUNTY IN THE PROVINCE OF
ALBERTA FOR THE PURPOSE OF PROVIDING A MUNICIPAL
PROPERTY TAX EXEMPTION FOR NON-RESIDENTIAL
DEVELOPMENT OR EXPANSIONS.**

WHEREAS the *Municipal Government Act*, R.S.A. 2000 and amendments thereto, a municipality may offer multi-year tax exemptions, partial exemptions, or deferrals, in accordance with section 364.2 of the *Municipal Government Act*, for non-residential development and machinery and equipment;

AND WHEREAS Smoky Lake County seeks to provide an incentive to grow its property tax base and provide increased employment opportunities for County residents by attracting investment. The intent of this Bylaw is to provide a municipal tax incentive to attract commercial and industrial investors and promote expansion by existing investors through providing an exemption to a portion of municipal property taxes attributable to the differential between the pre-construction assessment and the post-construction assessment for eligible property;

NOW THEREFORE, the Council of Smoky Lake County in the Province of Alberta , duly assembled hereby enacts as follows:

1. THE PURPOSE OF THIS BYLAW IS TO:

- 1.1 Encourage the development or revitalization of non-residential properties and machinery and equipment in Smoky Lake County for the general benefit of the municipality;
- 1.2 Establish a tax exemption for eligible property in accordance with section 364.2 of the *Municipal Government Act* when there is a new development or a renovated development that meets the criteria and requirements set out in this bylaw;
- 1.3 Provide a process for an application for tax exemption under this bylaw; and
- 1.4 Provide a process for Council to review the refusal or cancellation of a tax exemption under this bylaw.

The Bylaw is cited as the “Non Residential Development Municipal Tax Incentive Bylaw”

2. DEFINITIONS

When used in this Bylaw:

- 2.1 “Act” means *Municipal Government Act*, RSA 2000, M-26, as amended or repealed and replaced for time to time;
- 2.2 “Affiliated Party” means a party that directly or indirectly, through one or more persons, corporations, or partnerships, controls, is controlled by, or is under common control with an assessed person;
- 2.3 “Appeal Fee” means the fee established by this bylaw to be paid at the time an appeal application is submitted pursuant to this bylaw
- 2.4 “Application Fee” means the fee established by this bylaw to be paid at the time an application is submitted pursuant to this bylaw;
- 2.5 “Arrear taxes” shall mean taxes remaining unpaid after December 31 of the year in which they are levied;
- 2.6 “Assessed Person” means an assessed person as defined under section 284(1) of the Act, or an authorized agent for assessed person;
- 2.7 “Assessment” means a value of property as defined under section 284(1) of the act;
- 2.8 “Base Assessment Year” means the assessment year immediately prior to the assessment year that has an increase in improvement assessment as a result of new development or renovated development The Base Assessment Year shall not be prior to the 2023 assessment year;
- 2.9 “Chief Administration Officer” (CAO) means the Chief Administrative Officer of the County, or delegate;
- 2.10 “Complete Application” means an application submitted pursuant to this bylaw that includes the application fee, the application form, any information and documents set out on the application and any additional application requirements for the tax incentives under this bylaw;
- 2.11 “County” shall mean the municipal corporation of Smoky Lake County;
- 2.12 “Council” means all of the councilors of the County, including the chief elected official for the County;
- 2.13 “Current taxes” means the property taxes levied for the current tax year;
- 2.14 “Decision” means the decision to grant an exemption, to reject an exemption application, or to cancel an exemption;
- 2.15 “Eligible Property” means property within Assessment Class 2 – Non-residential and Assessment Class 4 – Machinery and Equipment as defined in the Act that meet the criteria set out in section 3 of this bylaw. This bylaw shall specifically exclude Linear Property from Eligible Property;
- 2.16 “Exemption” means the portion of municipal property taxes for eligible property that has been determined to be exempt and subject to refund, in accordance with this bylaw, and which are computed separately under this bylaw;
- 2.17 “Improvement(s)” has the meaning given to it in section 284(1) of the Act;
- 2.18 “Improvement Assessment Change” means the change in an Assessment attributed solely to an improvement or improvements on a property;

- 2.19 “Linear Property” has the meaning given to it in section 284(1) of the Act;
- 2.20 “Non-residential” means the type of property falling within the assessment class specified in section 297(1)(b) of the Act. This bylaw shall specifically exclude the land assessment and linear property as defined in the Act;
- 2.21 “Machinery and Equipment” (M&E) has the meaning given to it in section 297(1)(d) of the Act and associated regulation(s) i.e. (Matters Relating to Assessment Regulation, as amended from time to time);
- 2.22 “New Development” shall mean new improvements on an eligible property that results in an increased improvement assessment of that Property;
- 2.23 “Renovated Development” means renovations or physical additions to existing improvements on an eligible property that results in an increase to the improvement assessment of that property;
- 2.24 “Tax Incentive Agreement” means a written agreement between the county and the Assessed Person setting out the terms and conditions applicable to the eligible property for exemption of municipal property tax and shall be the result of the calculation reference in section 6 of this bylaw; and
- 2.25 “Working day” shall mean days the County’s central administration building is open to serve the public

3. CRITERIA FOR TAX INCETIVE AGREEMENT

- 3.1. New Deveopments and Renovated Developments may be eligible for an exemption and Tax Incentive Agreement provided that:
 - 3.1.1 The property subject to the New Development or Renovated Development must not have any arrear taxes or have amounts owing with regards to property tax, utilities, or other fees owing to the County. Current taxes must be paid in full.
 - 3.1.2 The property subject to the New Development or Renovated Development must not have development compliance issues, be in violation of a development agreement, or be in violation of the *Safety Codes Act* at any time during the taxation years for which the exemption applies to the new development or renovated development;
 - 3.1.3 All applicable provincial or federal approvals and permits must be in place with respect to the property subject to the New development or renovated development;
 - 3.1.4 The registered property owner or the Assessed Person, excluding any authorized agent, of the property to the New Development or Renovated Development is not involved in some form of

litigation (including an Assessment Review Board Complaint) with the County; and

- 3.1.5 The current Improvement Assessment for the New Development or Renovated Development on the subject property must have increased by at least \$20,000 compared to the Base Assessment Year. The change in valuation for the Assessment of land is excluded from this from this calculation.
- 3.2. Linear property is not eligible for an Exemption or Tax Incentive Agreement under this Bylaw.

4. APPLICATION FOR TAX INCENTIVE AGREEMENT

- 4.1. The Assessed Person of the property subject to the application must submit a Complete Application to the County, and the County has the discretion to reject applications that are incomplete, or ineligible.
- 4.2. As part of a Complete Application, the Assessed Person must agree to enter into Tax Incentive Agreement with the County, on the form prescribed by the County, if their application is approved for an Exemption.
- 4.3. Assessed Persons must submit a non-refundable application fee of \$500 (five hundred Canadian dollars) concurrent with Complete Application.
- 4.4. Applicants are encouraged to submit a complete application for an exemption prior to commencement of construction.
 - 4.4.1. The final deadline for submission for an application for an exemption to be granted in the same tax year is October 31 of that tax year.
 - 4.4.2. Any applications received after October 31 of the given year will be considered for an Exemption for the following tax year.
- 4.5. Notwithstanding the Complete application requirements, the County may require any additional information that, in the discretion of the County, is necessary to complete the application.
- 4.6. Assessed Persons whose application is returned as incomplete or ineligible may resubmit an application without payment of an Application Fee.
- 4.7. The County will advise an Assessed Person in writing if their application is accepted for consideration, refused, or rejected. Applications accepted for consideration will become the property of the County and may not be returned.

5. CONSIDERATION OF APPLICATIONS

- 5.1. The CAO shall receive and consider Complete Applications within the provisions of this Bylaw and may consult with, obtain information from,

and verify information with other employees or agents of the County, other governments, government agencies, or persons.

- 5.2. The CAO may, at any time, require an Assessed Person to provide any documents the County deems necessary to verify any information contained in a Complete Application or to confirm ongoing compliance with the eligibility criteria of the Exemption.
- 5.3. The CAO may take into consideration other agreements including those which have the Assessed Person or Affiliated Party and the County as parties, or other municipal incentives which may apply to the Assessed Person or Affiliated Party.
- 5.4. The CAO will consider each Complete Application and shall either:
 - 5.4.1 Grant the Exemption and enter into a Tax Incentive Agreement with the Assessed Person; or
 - 5.4.2 Reject the application and advise the Assessed Person with written reasons as why the application was rejected. The written reasons shall also provide the date by which an appeal to council must be submitted.
- 5.5. The County shall enter into a Tax Incentive Agreement with the Assessed Person if an Exemption is granted under section 5.4.1 of this Bylaw
- 5.6. The Exemption shall not be refunded until the Tax Incentive Agreement is fully executed.

6. CALCULATION OF THE EXEMPTION

- 6.1. Subject to section 6.2 of this bylaw, the amount of the exemption will be calculated as Follows:
 - 6.1.1 The municipal taxes subject to Exemption shall be in accordance with *Schedule A – Exemptions Levels & Duration*.
 - 6.1.2 Should the county determine that the installation of municipal infrastructure is required to support the New or Renovated Development, a reduction of the exemption may apply that equals the total costs associated with the installation of municipal infrastructure as determined by the county CAO. Should the cost associated with the installation of municipal infrastructure exceed the exemption amount, the exemption shall not apply and the Assessed Person may be responsible to pay for the differential between what the exemption amount would be and the costs associated with the installation of municipal infrastructure
 - 6.1.3 Only the municipal portion of property taxes is eligible for exemption.
- 6.2. No Exemption will be granted respecting any requisitions

7. PAYMENT OF EXEMPTION

- 7.1. The Exemption as calculated in accordance with section 6 of this Bylaw shall be paid to the Assessed Person as a refund of a portion of the Current Taxes of the eligible Property, subject to the Current Taxes for the Taxation year first being paid in full.

- 7.2. Subject to the terms of the Tax Incentive Agreement:
 - 7.2.1 The amount of the Exemption shall be paid to the Assessed Person each year for the period established in *Schedule A – Exemptions Levels & Duration*
 - 7.2.2 Payment shall be made to the Assessed Person within thirty (30) Working days from the date Current Taxes are paid in full; and
 - 7.2.3 If the Current Taxes are not paid in full by December 31 of any year, then the Exemption shall not be paid to the Assessed Person for that year, the Tax Incentive Agreement shall be considered cancelled, and the Assessed Person shall not be eligible to receive an exemption for any subsequent years.

8. DURATION OF THE EXEMPTION PROGRAM

- 8.1. The Exemption program as authorized by this Bylaw will be available for Eligible Property commencing after the 2023 assessment year and shall operate in accordance with the terms of this bylaw until such time as this bylaw is amended or repealed.

9. TAX INCENTIVE AGREEMENT

- 9.1. A Tax Incentive Agreement will be required for all granted Exemptions.
- 9.2. The Tax Incentive Agreement will include the following:
 - 9.1.1 The taxation years to which the Exemption applies, which will not include any taxation year earlier than the taxation year in which the Exemption is granted;
 - 9.1.2 Conditions, the breach of which will result in cancellation of the Tax Incentive Agreement and the exemption, and the taxation year or years to which the condition applies;
 - 9.1.3 The date which the exemption will begin;
 - 9.1.4 The exemption percentages, to be calculated and allocated in accordance with section 6 of this Bylaw; and
 - 9.1.5 Any other information or conditions provided by the County.

10. CANCELLATION OF EXEMPTION

- 10.1. If at any time after an Exemption is granted, the County determines that:
 - 10.1.1 The Assessed Person, their application, or the property subject to the application did not meet or ceases to meet any of criteria in which formed the basis of granting the exemption; or
 - 10.1.2 There was a breach of any condition of the Tax Incentive Agreement;

The CAO may cancel the exemption for the taxation year or years in which the criterion was not met or to which the condition applies

- 10.2. The county may, at any time, require an Assessed Person to provide any documents the County deems necessary to verify compliance with the conditions of the Tax Incentive Agreement

- 10.3. A written decision to cancel an exemption must be provided to the Applicant and must include reasons for the cancellation, identify the taxation year or years to which the cancellation applies, and provide the date by which an application for an appeal to council must be made.

11. APPEAL TO COUNCIL

- 11.1. An Assessed Person may appeal to Council in the following situations:
 - 11.1.1 An application for Exemption is refused or rejected;
 - 11.1.2 An Exemption is cancelled for one or more taxation years;
 - 11.1.3 A Tax Incentive Agreement is cancelled; or
 - 11.1.4 The content of the Tax Incentive Agreement is inconsistent with this Bylaw or the Act
- 11.2. A request for appeal must be submitted in writing to the CAO within 30 days of:
 - 11.2.1 Written notice being sent to the Assessed Person that an application has been refused or rejected;
 - 11.2.2 Written notice being sent to the Assessed Person that an Exemption is cancelled for one or more taxation years;
 - 11.2.3 A Tax Incentive Agreement being cancelled; or
 - 11.2.4 The execution of a Tax Incentive Agreement as the case may be.
- 11.3. An Assessed Person must submit a non-refundable appeal fee of \$500 (Canadian dollars) concurrent with the appeal
- 11.4. Council will consider an appeal at:
 - 11.4.1 A regularly scheduled meeting of council; or
 - 11.4.2 A special meeting of Council
- 11.5. Remedies available to Council upon conclusion of an appeal are:
 - 11.5.1 Council may uphold or revoke a decision of the CAO with respect to the outcome of an application or cancellation of an Exemption or Tax Incentive Agreement; or
 - 11.5.2 Council can revise or direct the CAO to revise a Tax Incentive Agreement.
- 11.6. In accordance with section 460(7) of the Act, complaints about Decision may not be made to the Assessment review board

12. SEVERABILITY

- 12.1. Should any provision of the Bylaw be declared to be invalid, then such invalid provision shall be severed, and the remaining Bylaw shall be maintained.

That this bylaw shall take effect on the date of the third and final reading.

Bylaw No. 1464-24

READ a First Time this th day of _____, 2024.

READ a Second Time this th day of 2024.

READ a Third and Final Time this th day of 2024 and finally passed by
Council.

Jared Serben
REEVE

S E A L

Kevin Lucas
CHIEF ADMINISTRATIVE OFFICER

SCHEDULE A – Municipal Tax Exemption Levels & Duration

	New or Increase Assessment			
Assessment Increase	\$20,000-\$500,000	\$500,001-\$1,000,000	\$1,000,001-\$5,000,000	Greater than \$5,000,000
Year 1	100%	100%	100%	100%
Year 2		50%	50%	75%
Year 3			25%	50%
Year 4				25%

SCHEDULE B – Non Residential Tax Incentive Application

Pursuant to Bylaw 1464-24 Non Residential Development Municipal Tax Incentive Bylaw

1. APPLICANT INFORMATION:

Applicant Name	
Registered Corporate Name, if different	
Mailing Address of Applicant	
Corporate Registry Office Address of Applicant:	

2. AGENT FOR APPLICANT INFORMATION:

Name of Authorized Agent:	
Mailing Address:	
Email Address:	
Phone Number:	

3. DESCRIBE BUSINESS ACTIVITY:

--

4. PROPERTY INFORMATION:

Assessed Person	
Legal Description of Assessed Property:	
Property Tax Roll #	

5. THE FOLLOWING MUST BE ATTACHED TO THE APPLICATION:

- *Corporate Registry record*
- *Land Titles Certificate*
- *Payment of application fee*

6. I/We the undersigned acknowledge

- that this application and any attached material provided with the application, will become the property of the County, and may not be returned,
- that information in this application may be included in reports that are available to the public,
- that I/we understand the conditions of eligibility and further terms set out in bylaw 1464-24(Non Residential Tax Incentive Bylaw), and
- that I/we have authority to request taxation exemption on the above-mentioned property

Print Name and Position

Signature

Print Name and Position

Signature



Request for Decision (RFD)

Meeting Date: Thursday, August 8, 2024

Agenda Item: #7.11

Topic: Requests for Donations

Presented By: Brenda Adamson, Finance

Recommendation:

That Smoky Lake County Council approve to provide funds in the amount of \$1,000.00 to the Smoky Lake Fire Department Heritage Weekend Fireworks, scheduled for August 4, 2024.

That Smoky Lake County Council approve to purchase a bronze sponsorship in the amount of \$250.00 to the Smoky Lake Pumpkin Growers Association, for advertising in sign boards for the 2024 Smoky Lake Pumpkin Weigh-off and Fair.

Background:

There are two requests for donation/sponsorships.

1. The Smoky Lake Fire department has submitted a letter requesting funds to assist with the cost of fireworks. We provided \$1,000 in 2023.
2. The Smoky Lake Pumpkin Growers Association has provided a letter requesting sponsorship from \$250-1500+. In 2022 we contributed \$200 and in 2023 we contributed \$250 for silver sponsorship.

Benefits:

Disadvantages:

Alternatives:

Council may choose to donate a portion or none of the amount requested.

Financial Implications:

The final budget contains \$391,000 for grants to individuals and organizations. We have spent \$382,000 leaving \$9,000 available to grant out.

Legislation:

na

Intergovernmental:

na

Strategic Alignment:

na

Enclosure(s):

1. Letter from Smoky Lake Fire Department
2. Letter from Smoky Lake Pumpkin Growers

Signature of the CAO: 



SMOKY LAKE
pumpkinfair
GREAT WHITE NORTH PUMPKIN WEIGH-OFF

SMOKY LAKE
PUMPKIN GROWERS ASSOCIATION
Box 268, Smoky Lake, Alberta,
T0A 3C0

Greetings,

I hope this letter finds you in good spirits. As we gear up for the much-anticipated 34th Annual Smoky Lake Pumpkin Weigh-off and Fair, scheduled on October 4 - 6, 2024, in Smoky Lake, AB, I am writing to extend an invitation to partner with us as a sponsor for this exciting event.

The Smoky Lake Pumpkin Weigh-off and Fair is a beloved annual tradition that attracts thousands of visitors from across Alberta, B.C and Saskatchewan to the little Town of Smoky Lake. Our event features a wide range of activities and attractions, including the Great White North Pumpkin Weigh-off and the Fair, Pumpkin Drop, Show and Shine event, the Threshing Bee demonstration and much more!

As we prepare for this exciting event, we are reaching out to businesses and community partners to request sponsorship support. Your generous contribution would not only help ensure the success of the Smoky Lake Pumpkin Weigh-off and Fair but also demonstrate your commitment to support our community and promote tourism in Alberta.

To ensure inclusion in our marketing materials, we kindly request all sponsorships be confirmed by **Thursday, August 15, 2024**. If you choose to be a sponsor, thank you in advance, also please send us your logo at the email below. If you have any questions, please feel free to email us or call Michelle at (780) 656-5398.

Thank you for considering this partnership opportunity. Together, we can make the 2024 Smoky Lake Pumpkin Weigh-off and Fair the best one yet!

Warm regards,

Smoky Lake Pumpkin Growers Association

We accept cheques payable to Smoky Lake Pumpkin Growers Assoc. P.O Box 268, Smoky Lake, AB. T0A 3C0 and e-transfers to smokylakepumpkingrowers@gmail.com



SMOKY LAKE
pumpkinfair
GREAT WHITE NORTH PUMPKIN WEIGH-OFF

SMOKY LAKE
PUMPKIN GROWERS ASSOCIATION
Box 268, Smoky Lake, Alberta,
T0A 3C0

Levels of Sponsorships:

Giant Pumpkin - Platinum Sponsor (\$1500+): The Platinum GIANT PUMPKIN level offers premium exposure and benefits such as:

- Special mentions from 840 CFCW's A.J Keller (MC) on the Weigh off stage that will be livestreamed on social media
- Recognition on the weigh off stage banner
- Advertising at the Pumpkin Drop event
- Advertising at the Car Show event
- Advertising at the Sunday Family Fun Day event
- Special social media shout-outs
- Advertising on the Pumpkin Fair poster and map

Pumpkin Palooza - Gold Sponsor (\$1000-\$1,499): The Gold Pumpkin Palooza Sponsor is the second highest sponsorship level and offers prominent exposure and benefits such as:

- Advertising near the Weigh off stage
- Advertising at the entrance of the Weigh off event at the Ag Complex (near main food court)
- Social media shout-outs
- Advertising on the Pumpkin Fair poster and map

Pumpkin Spice - Silver Sponsor (\$500 - \$999): The Silver Pumpkin Spice sponsors receive significant exposure and benefits such as:

- Advertising at the Artisan market
- Social media shout-outs
- Advertising on the Pumpkin Fair poster

Pumpkin Patch - Bronze Sponsor (\$250 - \$449): The Bronze Pumpkin Patch sponsors receive basic exposure and benefits, making it an attractive option for smaller businesses or organizations such as:

- Advertising on sign boards

We accept cheques payable to Smoky Lake Pumpkin Growers Assoc. P.O Box 268, Smoky Lake, AB. T0A 3C0 and e-transfers to smokylakepumpkingrowers@gmail.com



SMOKY LAKE

FIRE DEPARTMENT

P.O. Box 460
56 Wheatland Avenue
Smoky Lake, Alberta
T0A 3C0

Phone: 1-780-650-1234
Fax: 1-780-656-3675
Email: jcozicar@telus.net

July 3, 2024

Smoky Lake County
Box 310
Smoky Lake, AB
T0A 3C0

Dear Council and CAO:

Smoky Lake Fire Department will once again be hosting the annual fireworks show (August 4, 2024) in conjunction with the Smoky Lake Heritage Weekend. This year the fireworks show will be celebrating the 41th anniversary of the Smoky Lake Stampede and promoting "Train Tracks of Tradition for The CN 105th Anniversary" theme for the weekend. The Smoky Lake Fire Department is asking for monetary donations from local businesses and organizations, as well as members of the community that would like to donate to enhance the fireworks display. There is no minimum amount for your donation but every donation helps.

With your donation, you or your business or organization will receive recognition on our social media pages. Our association, unfortunately does not have charitable status, but a receipt for your donation could be obtained through the Smoky Lake Fire Department on request. If you decide to support the fireworks show, please forward your donation to:

Cheques made payable to
Smoky Lake Fire Department

**Town of Smoky Lake
56 Wheatland Avenue
Box 460
Smoky Lake, AB
T0A 3C0**

All donations have to be in by Friday July 26, 2024 as the Fire Department will be ordering the fireworks that day. If you have any questions, please contact Bill Smith at 780-656-4374.

We thank you for your continuing support and commitment to our community and its events. Smoky Lake Fire Department greatly **Thanks You!** For your ongoing support and kindness.

Sincerely,

Juanita Cozicar
Fire Chief
Town of Smoky Lake

2023 1000





Request for Decision (RFD)

Meeting Date: Thursday, August 8, 2024

Agenda Item: #7.12

Topic: Donation for Jasper Fire

Presented By: Brenda Adamson, Finance

Recommendation:

That Smoky Lake County Council approve to donate funds in the amount of \$500 to Jasper Community Teams Society to support the recovery of the Community of Jasper after experiencing substantial losses due to wildfire.

Background:

Attached is an email sent from Reeve Jered to administration suggesting that Smoky Lake County make a donation to assist with the Jasper Wildfire. On the Municipality of Jasper website, there is a section answering How can I donate to reception centers and evacuees?

The Town of Jasper has an endorsed and trusted charity that has supported our community for over 20 years. Offers of clothing and other hard goods will not be accepted, only monetary donations. To donate please visit jaspercommunityteamsociety.ca/

The reception centres are unable to accept offers of clothing and other hard goods.

Albertans can also [donate money to Canadian Red Cross](#) in support of wildfire evacuees.

The government is also accepting offers for equipment and services that can directly support emergency management efforts through EmergencySupportOffers@gov.ab.ca.

Attached is a printout of the website page for Jasper Community Teams Society for further information.

Red Cross is also accepting donations. Red Cross reports that 90% of the donation goes to the care and comfort of those in need. Currently, there is a matching donation program.



Your donation = 3X* match

When emergencies happen, the Red Cross is a sign of hope. It's an incredible team effort.

Are you ready to step in? The Tiffany Circle is behind you. For a LIMITED TIME, Canada's women-led humanitarian group will TRIPLE* the impact of your gift.

Benefits:

- Jasper Community Team Society will be working with the Municipality of Jasper to prioritize where funds are spent, therefore there will be a more direct correlation between our donation and the Municipality of Jasper.

Disadvantages:

- There are no donation matching programs currently in place for the Jasper Community Team Society contributions

Alternatives:

- Donate to Jasper Community Team Society
- Donate to Canadian Red Cross
- Make no donation



Request for Decision (RFD)

- Wait to see what other programs are initiated

Financial Implications:

The final budget contains \$391,000 for grants to individuals and organizations. We have spent \$382,000 leaving \$9,000 available to grant out.

Legislation:

na

Intergovernmental:

na

Strategic Alignment:

na

Enclosure(s):

1. *Email from Jered*
2. *Jasper Community Team Society Website*

Signature of the CAO:

A handwritten signature in blue ink, consisting of several loops and flourishes, written over a horizontal line.

Brenda Adamson

From: Patti Priest
Sent: July 25, 2024 9:03 AM
To: Jered Serben; Kevin Lucas
Cc: Brenda Adamson
Subject: RE: Jasper

Good morning Jered,

I will add it to the Agenda. I've cc'd Brenda, as a financial request.

Thank you,

Patti

-----Original Message-----

From: Jered Serben <jserben@smokylakecounty.ab.ca>
Sent: Thursday, July 25, 2024 1:30 AM
To: Kevin Lucas <kucas@smokylakecounty.ab.ca>; Patti Priest <patti.priest@smokylakecounty.ab.ca>
Subject: Jasper

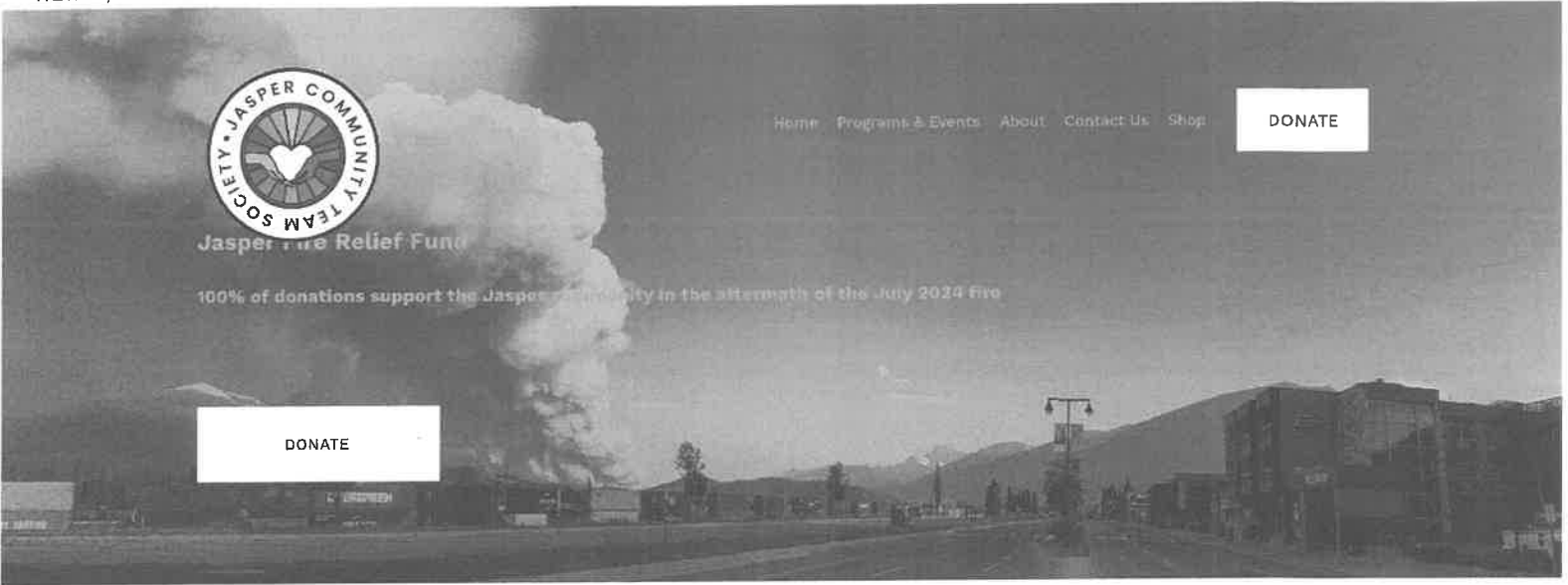
Good very early morning Kevin and Patti,

I've been following the disaster that's happening in Jasper. We all are affected by this natural disaster whether we visited as adults or as most of us remember, school ski and gondola trips. Perhaps there is a charity that Smoky Lake County can contribute to a maximum of around the \$500 mark (however, Council discretion) to help those in need. We as Albertan's are as one.

Add to the agenda as an action item.

Regards,

Jered



The above link will redirect you to our secure donation page. Only make donations from our website, to ensure it is the JCTS.

Jasper Fire: Caring Community Fund

This fund will help Jasper community members in need, through working with the Municipality of Jasper's Community Outreach Services.

Community Outreach Services are the experts in our community. They will direct these funds to address the dynamic and changing needs of residents as we recover from this tragic event.

How is your donation used?

The funds raised for the JCTS are used for Jasper community members.

Your donation will support the relief and recovery for the Jasper community. We work closely with the Municipality of Jasper to manage funds and ensure they reach community members in most need.

What is the JCTS?

We are a registered non-profit organization, established in 2004. We are a trusted local organization, dedicated to support the wellbeing of the Jasper community. We are volunteer operated.



ABOUT US



Request for Decision (RFD)

Meeting Date: Thursday, August 8, 2024

Agenda Item: #7.13

Topic: Alberta Indigenous & Municipal Police Transition Grant Program

Presented By: Brenda Adamson, Finance Manger

Recommendation:

Option #1 That Smoky Lake County approve action taken by Finance Manager, Brenda Adamson, executing a Alberta Indigenous Municipal Police Transition Study Grant Agreement on April 9, 2024

Background:

During the Council meeting held December 14, 2023 there were informal discussions asking administration to apply for the Alberta Indigenous & Municipal Transition Grant. The task was assigned to finance. The application was submitted.

Smoky Lake County received approval for a \$90,000 grant to conduct a study to explore policing challenges within Smoky Lake County, Village of Vilna, and Village of Waskatenau.

Request for proposals were posted to Alberta Purchasing Connection on June 13, 2024 and closed on July 31, 2024.

There are five qualifying proposals

	Price	Score
MCG Consulting Solutions	\$90,000	75
KPMG	89,780	71
MNP	85,500	82
Werkz	75,310	76
Deetken Insight	89,825	65

Benefits:

- ✓ MNP has conducted several Policing studies (Policing Model, needs, services etc.)
- ✓ MNP has conducted studys for RCMP demonstrating they will have an understanding of the organization
- ✓ Allowing adequate time to for engagement and analysis

Disadvantages:

- ✓ Not the lowest cost

Alternatives:

Choose another study

Financial Implications:

The cost is completely funded by grant

Legislation:

n/a

Intergovernmental:

The study includes Village of Vilna and Village of Waskatenau

Strategic Alignment:



Request for Decision (RFD)

n/a

Enclosure(s):

- *MNP Proposal*

Signature of the CAO:

A handwritten signature in blue ink, consisting of several loops and flourishes, written over a horizontal line.

Criteria	Allocation	MCG	KPMG	MNP	Werkz	Deetken
Understanding of Project	10	10	10	10	6	10
Ability to meet service requirements 1.2	15	15	14	13	13	14
Submission quality and clarity	5	5	5	5	2	2
Project team relevant experience	15	15	15	15	5	12
Similar projects completed	10	10	8	10	5	5
Proposed schedule	10	10	7	10	10	10
Cost	30	5	7	14	30	7
Innovation	5	5	5	5	5	5
Total	100	75	71	82	76	65

A photograph of a police car at night, with its lights on and a blurred background of city lights.

County of Smoky Lake and Partners

MNP Proposal for Alberta Indigenous/Municipal Police Study
RFP 2024-1001:

Submission Date:

July 31, 2024, 4:00 pm MST

Primary Contact:

Chad Lins CPA, CMA, MBA, BSAg

National Leader, Community Safety and Wellbeing Consulting Practice

chad.lins@mnp.ca T: 204.336.6196



MNP is a leading national business consulting, accounting, and tax firm in Canada. We proudly serve and respond to the needs of our clients in the public, private and not-for-profit sectors. Through partner-led engagements, we provide a collaborative, cost-effective approach to doing business and personalized strategies to help organizations succeed across the country and around the world.



Annex A - Proposal Consent Form

Enclosed is our Proposal submitted in response to The Smoky Lake County Request For Proposal:

Alberta Indigenous/Municipal Police Study

The Proponent consents, and has obtained written consent of any individuals identified in the Proposal, to the use of the information in the Proposal by the County or its agents to enable the County to evaluate the Proposal and use this information for other program purposes of the County

Proponent Name: MNP LLP

Contact Name: Chad Lins

Proponents Billing Address: 10235 101st, Edmonton, AB T5J 3G1

Proponent Name Telephone Number: 780.451.4406

Proponents Fax Number: 780.454.1908

Proponents Email Address: chad.lins@mnp.ca

Number of Attachments (Detailed information if required): 1 PDF copy of MNP Proposal

Date: July 31, 2024

Authorized Signature, (Print Name) Title:



Chad Lins, National Leader,
Community Safety and Wellbeing Consulting Practice

July 31, 2024

Brenda Adamson, Finance Manager
4612 McDougall Drive
PO Box 310
Smoky Lake, AB T0A 3C0
badamson@smokylakecounty.ab.ca

Re: RFP 2024-1001; Alberta Indigenous/Municipal Police Study

MNP LLP (MNP) is pleased to provide Smoky Lake County and your partners (the Village of Vilna and the Village of Waskatenau) with our proposal to conduct a Policing Study for your municipalities. We believe MNP is the best choice for this project because:

A dedicated and experienced Community Safety and Wellbeing consulting team	Our Community Safety and Wellbeing (CS&W) team brings a unique combination of skills and experience to ensure comprehensive, credible, and practical solutions, informed by a strong knowledge of the business of community safety in jurisdictions across Canada. With its focused area of practice, our team offers a much deeper understanding of the structures, culture, systems, processes, practices, and issues facing both community safety organizations and municipalities.
Extensive experience	Our team of experts have consulted with a range of small to large municipal police services, the RCMP, and First Nations in almost every province and territory in Canada. We have also worked with organizations that focus on servicing addictions, mental health, homelessness and the most marginalized of people within our communities. Our engagements are diverse and have included organizational and operational reviews, strategic planning, business process improvement, program development, governance training, and technology implementations.
An approach that suits your needs	For every engagement, MNP customizes its approach to suit the project objectives and outcomes. Our overall approach is collaborative in working with project sponsors, key stakeholders, and experts to guide the development of meaningful information and solutions. We will work with you to design an approach that is best suited to Smoky Lake Region in the most cost-effective manner possible.
MNP is known for our 'on time, on budget,' high-quality service delivery	MNP applies rigorous project management, communication, and quality control processes in each project. Our approach is based on a strong client/consultant relationship and a desire to exceed your expectations.

On behalf of our entire team, I want to thank you for the opportunity to provide our proposal and to express our sincere excitement about the opportunity to work with your team. Please feel free to contact Chad Lins at 204.336.6196 or Chris Manuel at 780.243.5812 should you require clarification on any elements of our submission.

Yours truly,

Chad Lins, CPA, CMA, MBA, BSAg
National Leader, Community Safety and Wellbeing Consulting Practice
chad.lins@mnp.ca
204.336.6196

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1. Experience

1.1. The Right Team

Qualifications and experience matter. This is particularly true when complexity and sensitive information are involved. We have assembled a team of professionals with demonstrated work experience and knowledge who we believe are your ideal fit. We recognize this project requires more than just expertise in policing, as such we have included team members who are skilled in areas such as organizational development, strategic planning, stakeholder engagement, and financial analysis.

Chad Lins Engagement Partner

Chad Lins is a Regional Manager Partner in MNP’s National Consulting Division. Drawing on more than 25 years of private industry and public practice consulting experience, Chad helps clients improve performance by better understanding costs and aligning processes with overall vision and direction. He works with numerous clients across multiple industries and fields to assess and deliver on a variety of business opportunities.

Chad also leads MNP’s Community Safety and Well-Being Consulting Practice where he and his team have performed over 50 consulting engagements with large and small municipal police services, First Nation policing services, provincial police organizations and the RCMP. He has also worked extensively with municipalities and contract partners of the police to review and redesign organizations with a focus on effectiveness and efficiency.

Chad holds a Master of Business Administration, a Bachelor of Science (Agriculture), and a Chartered Professional Accountant designation.

Relevant Experience

• City of Airdrie – Policing Model Study	• Municipality of West Grey – Policing Service Review
• City of Grande Prairie – Policing Transition Report	• RCMP “G” Division – Operating Review
• Edmonton Police Commission – Police Budgeting Review	• RCMP “F” Division – Deployment Model Study
• Batchewana First Nation – Policing Needs Assessment	• City of Dryden – Study and Analysis of Policing Services
• Walpole Island First Nation – Policing Needs Assessment	• City of Port Coquitlam – Policing Model Study

Role on the Project:

Chad will lead all components of the requested services. This includes authorizing contract documents, overseeing the project team on a day-to-day basis, resolving issues during the execution of the engagement, liaising with client representatives, overseeing the completion of project activities, attending client meetings (as required), assisting the project team in delivering services as well as drafting, reviewing, and approving project deliverables. The engagement partner is fully accountable to the client for the timeliness, quality, and effectiveness of the MNP team.

Chris Manuel Project Manager

Chris Manuel serves as a Senior Manager in MNP’s National Consulting Division, operating from the Edmonton office. He brings to the role, two decades of extensive public sector experience, predominantly in municipal government. As a senior business advisor and leader Chris’s expertise spans Executive Leadership, Community Development, Social Services, Emergency Services, and Policing. His progressive career trajectory highlights his deep understanding and significant contributions in these areas.

Chris’s industry experience including an extensive tenure in both managerial and executive roles at a growing mid-sized Alberta municipality, serving a population of approximately 70,000 residents, has endowed him with deep insights into the varied challenges faced by communities and the public sector organizations that support them. Whether those challenges are budgetary constraints, service delivery, or social issues, Chris, together with the dedicated team at MNP brings a blend of experience, passion, and comprehensive resources, positioning them to make a meaningful difference to your organization.

Before joining MNP, Chris most recently served as the Executive Director of Emergency Services for the City of Grande Prairie, AB, where he gained a comprehensive collection of law enforcement experience having led the establishment of the Grande Prairie Police Service. Chris holds a Diploma in Criminal Justice from Lethbridge College, attended the Royal Canadian Mounted Police - National Law Enforcement Academy (Depot), and has completed numerous professional courses related to policing.

Relevant Experience:

- | | |
|---|---|
| • Town of Slave Lake – Policing Study | • City of Wetaskiwin – Community Based Policing Study |
| • Lac La Biche County – Efficiency Review | • City of Grande Prairie – Police Transition Report |
| • Lac La Biche County – Law Enforcement Training Centre | • City of Grande Prairie – Policing Model Study |

Role on the Project:

Chris will be key to the delivery of the overall project. Reporting to the Engagement Partner he will ensure all requirements for project preparation, planning, management, and successful completion are executed effectively. Responsibilities include planning, liaising with the partners, scope management and control, quality management, risk management, issue management, communication management, cost and financial management, completion of interim and final deliverables, leading/ facilitating sessions, and knowledge transfer.

Chartina Nahorniak Senior Project Consultant

Chartina is a Senior Consultant in our Edmonton office. She holds both a Master of Business Administration from the University of Alberta and a Bachelor of Marketing and Psychology from McEwan University. Chartina has a broad but comprehensive range of expertise in business and operational planning, policy development, marketing and communications planning, group facilitation and stakeholder engagement, quantitative and qualitative research, and technical and communications focused writing.

Chartina’s public sector advisory experience spans several departments and program areas. Since joining MNP in 2022, she has been involved in numerous projects that have focused on business and operational planning; program review and evaluation; system assessment and data measurement; change management planning and support; and primary and secondary research.

Chartina has ample experience working in public sector, which supports her understanding of the unique business challenges faced by clients. Chartina comes to MNP from the Government of Alberta, where she worked for 13 years with the Ministries of Environment and Parks and Justice and Solicitor General (currently known as Public Safety and Emergency Services). During her time at Alberta Justice and Solicitor General, Chartina worked in Law Enforcement and Standards and focused on project management; policy planning and development; stakeholder consultation; business case development; and technical and communications focused writing.

Relevant Experience:

- | | |
|---|---|
| • Town of Slave Lake - Policing Study | • City of Wetaskiwin – Community Based Policing Study |
| • Lac La Biche County – Efficiency Review | • Town of Carstairs – Regional Policing Model |
| • Lac La Biche County – Law Enforcement Training Centre | • Edmonton Police Commission, Governance Review |

Role on the Project:

As Senior Consultant, Chartina will play a key role in the project, overseeing day-to-day operational activities, developing project deliverables, leading stakeholder engagement, and providing progress reporting to support the attainment of the project’s objectives.

Additional Project Resources

As one of Canada’s largest management consulting practices, MNP can draw upon additional skilled resources to assist in many aspects of the delivery of our engagements. These resources may include analysts and consultants who would primarily be involved in research, analysis, and deliverable development. These additional resources are carefully guided by our more senior team members so that quality remains as high as possible and that project timelines are adhered to.

1.2 Examples of Similar Projects Completed

	Organizational Review	Feasibility Study	Strategic Planning	Stakeholder Engagement	Implementation Plan / Roadmap
Mohawks of the Bay of Quinte	✓	✓		✓	✓
Alderville First Nation	✓	✓		✓	✓
Pikangikum First Nation	✓	✓		✓	✓
Chippewas of Nawash	✓	✓		✓	✓
City of Grande Prairie			✓	✓	✓
Edmonton Police Service	✓			✓	
Winnipeg Police Service	✓		✓	✓	
RCMP "F" Division (Saskatchewan)	✓	✓	✓	✓	✓
Lethbridge Police Service	✓			✓	
Listuguj Police Service	✓			✓	
City of Steinbach	✓	✓		✓	
Siksika Nation	✓	✓		✓	
First Nation Police Service Feasibility Study					
City of Airdrie Planning Model Study	✓	✓		✓	✓
City of Port Coquitlam	✓	✓		✓	

2. Service

2.1 Project Understanding

Smoky Lake County and their municipal partners are seeking a consultant such as MNP with the appropriate skill and experience to conduct an Alberta Indigenous/Municipal Police Study to assess and improve policing services within the region, comprising of Smoky Lake County, the Town of Smoky Lake, and the Villages of Vilna and Waskatenau. The Study will involve engaging stakeholders, analyzing data, and recommending solutions/strategies. The consultant is expected to have familiarity and recent experience with RCMP organizational practices and procedures, an understanding of rural policing, experience analyzing complex community issues, knowledge of Municipal, Provincial, and Federal roles and responsibilities with regards to policing, and experience with Indigenous and Community Engagement.


The Study aims to address current policing challenges and explore opportunities for enhancing public safety, with a strong focus on staffing needs and solutions. The project budget is \$90,000 and must be completed no later than March 15, 2025.


Key Issues


The key policing issues facing the region appear to include concerns around police officer staffing, file counts, call volumes, and response times and the impact that such has on community expectations related to policing which include patrols and visibility, response, investigative effectiveness, and community engagement. Extensive data analysis and stakeholder engagement will be used during the study to validate or discover the actual key issues.


2.2 Approach and Methodology


Based on our experience with similar engagements, we believe several factors will be critical to the overall success of this review and that we have embedded in our approach and work plan including:

- 

A clear and complete understanding and background of the current RCMP model, the Regional Partners, and their community safety needs. MNP will develop an understanding of the current model and the communities through a combination of qualitative and quantitative methods.
- 

A collaborative approach with the Regional Partners to establish an understanding, commitment, and support to the process and outcomes and significantly increase the success of implementing recommendations.
- 

A comprehensive work plan and strong project management, including clear progress reporting and milestones so that risks are managed efficiently and effectively, timelines are met and you, as the client, are always informed of the project status.
- 

Expertise in policing as well as other organizational experience brought to the review to enhance and support our recommendations.
- 

Data collection and analysis processes that result in concrete, valid information on which to base credible and defensible conclusions and recommendations.

2.2.1 Methodologies

Design of Engagement Plans

At the outset, we will work with you to develop a detailed project work plan identifying all tasks, resources, and key milestones. This work plan will serve as the road map for the project team on which regular status reports will be based.

Adherence to Overall Timelines

A formalized project update process will be confirmed with the project committee during project initiation and planning. This communication process will include a bi-weekly written progress report that will coincide with bi-weekly check-in meetings with the internal project team to discuss:

- Measures of progress against current plan,
- Outstanding issues and decisions required,
- Summary of changes to the plan,
- Objectives for the next reporting period,
- Key upcoming dates.

Data Collection Framework

We will establish, in collaboration with you, where data and/or evidence is most likely to be found or derived. Some evidence may have to be gathered or collected from outside sources where it is deemed applicable. MNP will employ a data tracking tool to ensure the information gathered, its origin, content and analysis are easy to track and recover.

Researching and Reviewing Benchmarks or “Best-Practices”

MNP has completed benchmarking and best-practices research and analysis for a large variety of organizations across the country including a number within local governments and will be diligent in ensuring any selected research is performed on an “apples to apples” basis as best as possible.

Communication

MNP will work with the project team to develop and execute a communication plan to promote awareness of the engagement process and how to be involved. We expect this will include direct contact and invitations to targeted participants members, beginning with an introduction and explanation of the goals and process for the development of the review.

Stakeholder Engagement

MNP has extensive experience designing and facilitating comprehensive stakeholder consultation processes. There are some common principles inherent in credible engagement processes:

- The involvement of those who may be affected by a decision.
- Information to enable meaningful participation is available and accessible.
- Participants trust their contributions will influence the decision and will know how their input affected the decision.

The methods used must also take into consideration the purpose of the stakeholder engagement and what degree of inherent commitment is being made in return.

The extent of stakeholder engagement is dictated by the authorized budget and the work plan. MNP will work with the project team to confirm stakeholders and design an engagement process to support the objectives of the review.

Education and Information

It is our experience that starting with clear questions and a common base of information is extremely helpful in achieving productive feedback and discussions with stakeholders that approach topics with a wide range of perspectives. Our team will prepare summary background information such that it can be used in multiple ways and through multiple channels, including written briefings that can be shared by email, at in-person meetings, or digitally as appropriate for the stakeholder group.

Gathering Input

MNP will design, schedule, and facilitate engagement opportunities to generate response from target stakeholders and potential partners. MNP will work closely with the project team to identify participants and design engagement sessions that maximize participation and opportunity. MNP is proposing multiple methods of engagement, promoting both choice and opportunity in the process.

Interviews: Interviews are expected to be the primary tool for engaging primary stakeholders including representatives of each municipality and the RCMP. These interviews will explore trends, demand for services, emerging issues, current partnerships, internal capacity and constraints, opportunities, and challenges.

Discussion Forums: Similar in concept to focus groups, discussion forums allow for shared insights from multiple people on a defined set of topics.

Design of Reports and Presentations

MNP develops reports and other deliverables for clients across many industries and sectors. These deliverables include large written reports and executive summary presentations to more visual deliverables such as infographics and one-page “placemat” summaries. Deliverables have varying audiences, from internally restricted materials to external decision-makers and the public.

Quality Assurance

A critical priority throughout this engagement is maintaining the highest quality standards in the services that we provide. This includes our management of the project, all documentation, the final deliverables, our approach and methodology, and how we interact with our clients and project stakeholders. To this end, our Project Quality Assurance process is embedded into the overall work plan of the project. Chad Lins, our project partner for this engagement, will be responsible for the quality of all aspects of this project and will ensure that the project team conducts the activities and achieves all milestones as outlined in the project plan.

2.3 Project Schedule

MNP has proposed a work plan and high-level project schedule that would complete the Study in 16 Weeks. We look forward to discussing and refining our approach, work plan and timing with you at an initial project initiation meeting. In addition to discussing the proposed scope, approach, methodology, work plan and timing, we will discuss the key stakeholders for consultation and the data request details.





Phase 1 | Project Initiation and Planning

Timeline: 3 Weeks

Objectives

Set the foundation for the project and confirm expectations regarding project scope, roles and responsibilities, deliverables, and timeline.

Activities

- **Conduct a Project Initiation Workshop between MNP and the Regional Partners** (virtual):
 - Clarify and confirm project goals and objectives, project methodology, work plan, timelines, and deliverables
 - Confirm the expected content of the final report, target audiences and expected use
 - Discuss, review, and confirm the scope and criteria for evaluation
 - Identify/confirm all internal and external stakeholders for participation and methods of engagement, communication messaging and mediums
 - Confirm review and feedback process for deliverables and approvals required
 - Determine project management protocols
 - Identify and discuss internal/external constraints and identify strategies to overcome them
 - Discuss any issues/sensitivities, risks, and issues management protocols
- **Validate Municipal Comparators**
 - Determine comparators based on factors such as population, demographics, geography, crime severity index, police calls for service, policing model, and jurisdiction
 - Establish components for benchmarking such as resources, crime rates, clearance rates, and finance
- **Finalize the Data Collection Instruments and make Data Requests**

Although a “snowball” technique is often employed through a project like this, where data acquired results in an additional data request, there are fundamental data elements that are likely to be included in a preliminary data request. Five complete historical years is ideal. These include but are not limited to:

 - Planning Documents (strategic, business, service plans)
 - Organizational Charts
 - Shift Schedules
 - Annual and Quarterly Reports (performance reporting)
 - Historical Survey Results (Internal/External)
 - Organizational policies and procedures
 - HR data including leaves, sick time, and vacancies.
 - Workload data such as calls from service from computer-aided dispatch (CAD), occurrences from records management system (PROS/RMS), specialty policing callouts (ERT, Major Crimes etc.), professional standards data, etc. – five years historical
 - Financial data, including annual operating expenditures, capital expenditures, and annual revenues – five years historical

Deliverables

- Project Initiation Workshop / Data Request / Status Reports (bi-weekly)

Phase 2 | Current State Assessment

Timeline: 8 weeks

Objective

Establish an in-depth understanding of the local current state through a thorough review of background information and stakeholder consultation. The current state will then be analyzed and benchmarked against best practices, approaches, and service delivery models identified through cross-jurisdictional research.

- **Data Collection and Analysis of the Current State**

- Review all available documentation (legislation, by-laws, policies, administrative standards, directives, strategies, operational data, statistics, financial reporting etc.)
- Identify key areas for deeper analysis and/or inquiry for interviews and update guides accordingly

- **Research Best Practices and Innovative Approaches**

- Conduct cross-jurisdictional research into current best practices and promising innovations in both policing and community safety that may be viable within Smoky Lake Region

- **Collect and Evaluate Benchmarking Data**

- Obtain relevant data from comparators and benchmark such against the local current state

- **Stakeholder Engagement**

We anticipate conducting one-on-one or focus group style interviews/workshops with stakeholders to understand the strengths and areas for improvement and community perception of the current model and what priorities and needs need to be considered to improve. MNP will confirm the appropriate stakeholders in consultation with the Regional Partners

- Known stakeholders include representatives from: RCMP, Smoky Lake Rural Crime Watch, Citizens on Patrol, Council and Staff (Smoky Lake County, Village of Waskatenau, Village of Vilna), Neighboring First Nations and Metis Settlements, and the Alberta Ministry of Public Safety and Emergency Services
- This will include an opportunity to work with Smoky Lake RCMP on a SWOT Analysis with regards to staffing

- **Consolidate information collected into a Current State Report**

- Description of the current state governance model, operating model, and current funding model
- Desired future state
- Key insights from research and other leading practices
- Gaps and opportunity analysis

Deliverables

- Current State Report / Status Reports (bi-weekly)

Phase 3 | Develop Recommendations

Timeline: 3 weeks

Objective

To assess all the information and data gathered in the previous phases to identify and evaluate evidence-based, effective, and plausible Recommendations.

Activities

- **Develop a series of recommendations, which specifically include:**

- Recommendation(s) for Service Levels and Key Performance Indicators

- Recommendation(s) to support enhanced community safety through a Non-Policing Strategy
- Recommendation(s) on Policing Strategy/Staffing Model

These recommendations will be developed with consideration to the geographical, cultural, demographic, and financial nuances of the Smoky Lake Region

Deliverables

- Recommendations / Status Reports (Bi-weekly)

Phase 4 | Final Reporting

Timeline: 2 Weeks

Objective

To meticulously refine, validate, and finalize all reports, ensuring full compliance with the partners requirements and industry best practices, and to effectively prepare and present the final delivery package.

Activities

- **Produce a Draft Final Report and provide it to the Regional Partners for feedback.**
 - Carefully analyze the feedback received on the draft documents. Prioritize the feedback and make necessary revisions to address any concerns or suggestions
- **Deliver the Final Report**
 - Assemble all documentation, supporting materials, and any additional resources into a well-organized final delivery package
- **Prepare and deliver a Final Presentation**
 - Develop a Final Presentation on the deliverables and present such to the appropriate audience

Deliverables

- Draft Report / Final Report / Final presentation / Status Reports (Bi-weekly)

2.4 Project Management

The importance of strong project management and effective communication strategies is a well-documented critical success factor in initiatives that involve multiple stakeholders. The critical elements of our project management process are the communications and reporting of the ongoing status of the project budget, timeline, and outcomes. The following will ensure the project stays on track and that scope changes are clearly understood.






- **Management Checkpoints:** The project has been divided into logical and manageable phases of work or milestones. We have built in checkpoints throughout the project that will involve MNP’s project partner and will include all individuals deemed appropriate. These will include:
 - Validation sessions with key staff,
 - Development and presentation of interim reports to the project team,
 - Review and approval of deliverables.
- **Issues Resolution Process:** Any issues that arise regarding the project that cannot be resolved by the core project resources will be escalated to the project partner for resolution. Any issues that the project team have with the performance of MNP resources will be addressed by the project partner.
- **Scope Change:** Should there be a need to shift course during the project, we will document any changes required to ensure a common understanding of new requirements or desired outcomes. Our team members are flexible and can quickly adapt should the need arise. We will make every effort to keep scope changes within the proposed budget and timeline. If the situation arises that a scope change will affect the budget and/or timeline, we will review with, and obtain formal sign-off from the County before proceeding with the additional activities.

2.5 Risk Management

Throughout the planning process and thru project delivery, MNP will identify, anticipate, and manage areas of potential project risk. The rigor of the project management activities will address many of the challenges that are frequently encountered.

Delays are uncommon amongst the client or MNP but tend to be caused by third parties such as the RCMP, who can require several weeks and sometimes months to produce critical information or to provide interview availability. In our experience, the local RCMP detachment will utilize the Division’s Operational and Strategy Branch (OSB) to assist with extracting historical call for service and occurrence data from PROS (typically request 5 years historical) and will rely on the Finance and Administration office in Winnipeg to extract historical financial and FTE and related HR information. MNP has worked with both branches and can expedite as much as possible.

Common Risks and Mitigations

PROJECT RISKS	MITIGATION STRATEGIES
 <p>Personnel Change: A client resource assigned to the project is no longer available</p>	<p>In the past, MNP has worked on projects where the client project team members left their job. This can delay the project while another resource is briefed on the project. To mitigate against this risk, MNP works with our clients upfront to ensure each project team member has a backup.</p>
 <p>Access to Information: Key data sources or individuals are unavailable</p>	<p>If MNP cannot obtain the required information, the issues are immediately flagged for the project team to act. Furthermore, through detailed up-front planning, we can identify and work around issues that impact an individual’s availability and may lead to project delays.</p>
 <p>Project Delays</p>	<p>Sometimes, even the best planning and preparation cannot prevent delays. Suppose a delay occurs and timelines become compressed. In that case, MNP can add additional team members so that once we address the source of the delay, we can make up time and complete the remaining deliverables on time.</p>
 <p>Change in Scope</p>	<p>Changes to the scope of a project can also cause delays. To mitigate against this risk, MNP has a clearly defined scope that will be clarified in the project kick-off meeting. Throughout the project, we engage in ongoing management of project scope. If the scope needs to expand, we can add additional resources to ensure an agreed-upon increase in project scope does not delay the project.</p>
 <p>Labour relations</p>	<p>MNP regularly works with public sector unionized employers. Accordingly, we engage in a dialogue upfront to ensure we understand any sensitivities or Collective Agreement requirements to conduct a project of this nature, particularly where bargaining unit staff will be involved.</p>

2.6 Project Meetings

MNP’s Project Manager will attend all project meetings, including:

- Project kick-off meeting to introduce personnel, discuss specific project scope and deliverables;
- Stakeholder engagement session(s) with the various public stakeholder groups;
- Meetings with municipal administration, as necessary; and Final project wrap-up meeting.

3. Pricing (Fee for Services)

MNP’s professional fees to conduct this engagement are \$89,775. The fees include the GST and all our expected travel disbursements and expenses. A further breakdown of these fees can be found in Appendix A.

Table 1: Quote

Activity	PRICING
Phase 1: Project Initiation and Planning (10 hours)	
<ul style="list-style-type: none"> ➤ Project Initiation Workshop ➤ Creation of Data Collection Instruments and submission of Data Requests 	\$2,500

Phase 2: Current State Assessment (160 hours)		
➤ Data Collection and Analysis of the Current State		\$53,000
➤ Research Best Practices and Innovative Approaches		
➤ Collect and Evaluate Benchmarking Data		
➤ Up to 15 hours of Stakeholder Engagement (Interviews/Focus Groups)		
Phase 3: Develop Recommendations (30 hours)		\$10,500
➤ Development of a series of Recommendations		
Phase 4: Final Report (67 hours)		
➤ A Draft and Final Report will be delivered to the Regional Partners		\$23,000
➤ The MNP project lead (Sr. Manager) will provide an in-person presentation on the report to the Regional Partners		
	Sub Total	\$85,500
	GST	\$4,275
	TOTAL	\$89,775

4. Additional Features / Value Added

The Community Safety and Wellbeing Team brings a unique combination of skills and experience that ensures comprehensive, credible, and practical solutions, informed by a strong knowledge of community safety in jurisdictions across Canada.

We have performed extensive consulting work including feasibility studies, service delivery reviews, strategic planning, business process improvement, governance training, and technology implementations.

Our areas of practical experience related to Policing include but are not limited to: Police Governance, Strategic Planning, Performance Management and Evaluation, Resource Deployment Models, RCMP Operating Reviews, Policing Model Studies, Police Service Business Case Development, Policing Transition Plans, and Community Safety & Wellbeing Strategies.

5. Project Assumptions

Based on our experience in completing projects of this nature, we have made several assumptions that support our proposed approach and overall response. Should any of the following assumptions require clarification or modification, MNP would be pleased to discuss this with you to ensure clarity.

ASSUMPTIONS

- MNP project team members will have full and timely access to any personnel, documentation, information etc. as required by the project scope.
- The Regional Partners will designate a key point of contact (e.g. project manager) that will support timely data collection, coordination and scheduling, and collaboration with MNP, and designate a project sponsor/authority (person or committee) for decision-making throughout the life of the project as determined during project initiation.
- Subject to deadlines, there may be up to two review cycles (no fewer than one) of the final report. MNP would be pleased to provide further ongoing assistance for any work over and above the scope of this engagement and would advise of any associated professional fees prior to undertaking such work.
- All documents received and/or delivered throughout the project will be in Microsoft Office format (e.g. Word, Excel, and PowerPoint) where possible. Final documentation will be submitted in PDF format, unless agreed otherwise.

Appendices

A. Consultant's Questionnaire (RFP Section 4.2)

B. MNP Profile

Appendix A: Consultant’s Questionnaire (RFP Section 4.2)

The consultant will provide a list of personnel they intend to use to complete the Project, their hourly rate and expected number of hours.

4.2.1 List of Personnel

Team	Estimated Number of Hours	Hourly Rate	Total
Chad Lins	16	\$550.00	\$8,800.00
Chris Manuel	51	\$450.00	\$22,950.00
Chartina Nahorniak	92	\$350.00	\$32,200.00
Others (as required)	108	\$200.00	\$21,600.00

4.2.2 List of Subconsultants

Name	Scope of Work
n/a	n/a

4.3 Project Budget

The consultant fees shall be shown as separate costs associated to the completion of the Project shall be identified by the Consultant and tabulated in the form shown below. Disbursements shall be identified by the consultant and shown in the table as a percentage of the fee.

Disbursement	0% of Fee
Subtotal Cost	\$ 85,500.00
G.S.T	\$ 4,275.00
Total	\$ 89,775.00

4.4 Project Final Acceptance

Final Project completion and acceptance will be determined collectively by each of the participating municipalities, in accordance with the Project Objectives.

4.5 Payment

4.5.1 Upon completion of the works identified in the Request for Proposals, Smoky Lake County shall pay to the consultant in Canadian Funds, the amounts determined by the individual work items contained within the Project Budget, as agreed upon by the consultant and Smoky Lake County.

Submitted by: MNP LLP

- Is business name registered under the *Alberta's Partnership Act*?
- If not, please indicate:
 - Other: _____
 - Partnership
 - Limited Liability Partnership
- Sole Proprietorship
- Limited Partnership

Chris Manuel

Witness

Chad Lins, National Leader, Community Safety and Wellbeing Consulting Practice

(Name and Title of Officer Signing for the Consultant)

(Signature of Officer)

SEAL

Chris Manuel

(Contact Name of Project Manager)

Suite 1700, 10235 101st NW

(Street Address)

Edmonton, AB T5J 3G1

(City, Province, Postal Code)

780.451.4406

(Phone Number)

780.454.1908

(Facsimile Number)

chad.lins@mnp.ca

(E-mail Address)

Appendix B: MNP Profile

For over 65 years, MNP has proudly served and responded to the needs of clients in the public, private and not-for-profit sectors.

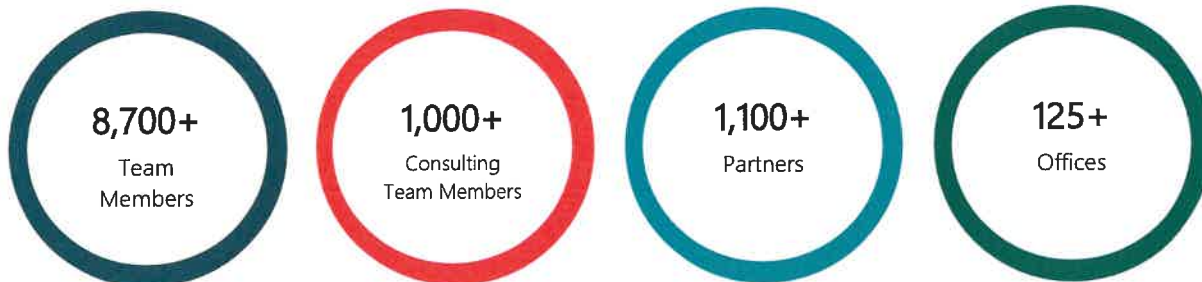
Established over 65 years ago by a small group of accountants in Manitoba, MNP LLP is now Canada's fifth-largest professional services firm. Being uniquely Canadian-owned sets us apart in this market. MNP provides world-class 'big firm' expertise, niche understanding and depth of knowledge, personalized service with 'hands-on' partners and significant value for your invested dollars. You will also retain a firm whose preferred approach is to work with our clients to build capacity rather than do something to them.' We understand how to balance the need for expert opinion and informed facilitation.

At MNP, we have a client-centred philosophy and take pride in what we do. This philosophy is reflected in the way we deliver services. Our mission is straightforward:

"At MNP, we assist our clients in achieving their goals by identifying needs and providing solutions with timely, professional services."

MNP has proudly served and responded to clients' needs in the public, private and non-profit sectors. We customize every engagement to meet the specific needs of our clients. Having local, regional and national expertise in all our markets, we can provide clients with partner-led projects that produce the highest calibre of deliverables most effectively and efficiently.

*Since our first office opened in 1958 in Brandon, Manitoba,
MNP has grown to become the 5th largest chartered
professional accountancy and business consulting
firm in Canada.*



Values

At MNP, our professionals are the driving force behind our success. They continue to demonstrate our culture and values, integral to how we conduct business internally and externally. As such, MNP is proud to be recognized as one of the Best Employers in Canada since this award reflects the personal opinions of our team members. Some of MNP's values include:



Integrity

We exemplify integrity in all we do.



One Firm

We are one firm / one team.



Client Service

We have high client service standards.



Quality

We insist on quality client service.



Canadian

We are Made in Canada and proud of it.



Entrepreneurial

We are entrepreneurial and operate on guidelines that are appropriate for the situation.



Respect

We conduct ourselves with humility and respect.



Guidelines

We operate on guidelines.



Diversity & Inclusion

We draw strength from diversity and inclusion.



Community

We support our communities and our profession.



Lifestyle

We promote a balanced lifestyle.



Fun

We believe fun is important.

Public Sector Practice

MNP provides advisory services to well over 100 municipality clients across Canada. Our team has considerable experience working with the municipal, provincial, and federal governments throughout Canada, as well as school boards, Universities, and other publicly accountable organizations. Our Alberta based municipal and provincial clients include:

At MNP, our professionals are the driving force behind our success. They continue to demonstrate our culture and values, integral to how we conduct business internally and externally. As such, MNP is proud to be recognized as one of the Best Employers in Canada since this award reflects the personal opinions of our team members. Some of MNP's values include:

Towns	Counties	Ministries
<ul style="list-style-type: none"> • Bariff • Beaverlodge • Blackfalds • Bon Accord • Brooks • Calmar • Canmore • Cochrane • Devon • Didsbury • Drayton Valley • Drumheller • Eckville • Elk Point • Fairview • Fox Creek • Gibbons • Granum • Grimshaw • High Level 	<ul style="list-style-type: none"> • Hinton • Innisfail • Lamont • Mayerthorpe • Morinville • Okotoks • Olds • Peace River • Ponoka • Redwater • Redwood Meadows • Sexsmith • Slave Lake • Stony Plain • Taber • Turner Valley • Vermilion • Westlock • Whitecourt 	<ul style="list-style-type: none"> • Athabasca County • Barrhead County • Beaver County • Brazeau County • Camrose County • Clearwater County • County of Minburn No. 27 • County of Newell • County of Vermillion River • County of Wetaskiwin No. 10 • County of Thorhild • Flagstaff County • County of Grande Prairie • Lac La Biche County • Lac Ste. Anne County • Lamont County • Leduc County • Mountain View County • Paintearth County • Parkland County • Red Deer County • Rocky View County • County of St. Paul • Strathcona County • Sturgeon County • Thorhild County • Vermillion River • Westlock County • Wheatland County • Woodlands County
<ul style="list-style-type: none"> • Ministry of Advanced Education • Ministry of Affordability and Utilities • Ministry of Agriculture and Irrigation • Ministry of Children's Services • Ministry of Culture • Ministry of Education • Ministry of Energy • Ministry of Environment and Protected Areas • Ministry of Forestry Parks and Tourism • Ministry of Health • Ministry of Indigenous Relations • Ministry of Infrastructure • Ministry of Jobs, Economy and Northern Development • Ministry of Justice • Ministry of Mental Health and Addiction • Ministry of Municipal Affairs • Ministry of Public Safety and Emergency Services • Ministry of Seniors, Community and Social Services • Ministry of Service Alberta and Red Tape • Ministry of Skilled Trades and Professions • Ministry of Technology and Innovation • Ministry of Trade, Immigration and Multiculturalism • Ministry of Transportation and Economic Corridors • Ministry of Treasury Board and Finance • Office of the Auditor General • Office of the Child and Youth Advocate • Invest Alberta Corporation 		
Cities		
<ul style="list-style-type: none"> • Beaumont • Calgary • Camrose • Cold Lake • Edmonton • Fort Saskatchewan • Grande Prairie • Leduc 	<ul style="list-style-type: none"> • Lethbridge • Lloydminster • Medicine Hat • Red Deer • Spruce Grove • St. Albert • Wetaskiwin 	



Request for Decision (RFD)

Meeting Date: Thursday, August 8, 2024

Agenda Item: **#7.14**

Topic: Alberta Municipalities Convention

Presented By: CAO

Recommendation(s):

That Smoky Lake County's Deputy Reeve Fenerty attend - attend the Alberta Municipalities Convention, scheduled for September 25-27, 2024, to be held at the Westerner Park, Red Deer, Alberta.

Background:

Deputy Reeve Fenerty is requesting an expense approval to attend EOEP course "Council's Role in Land Use and Development Approvals – September 24/24" to be held in conjunction with Alberta Municipalities Convention - September 25-27/24, having taken four of the courses through zoom over the past two years.

Programming will include breakout sessions, amazing keynote speakers, resolutions, elections, two Minister dialogue sessions, and more.

Benefits:

Explore other waste facilities and learn about best practices and the latest recycling information and programs.

Disadvantages:

Unknown.

Alternatives:

Any alternative to the recommendation is at the discretion of Council.

Financial Implications:

Registration = \$740+GST (before August 16, 2024)

Mileage & Meals as per Policy

Lodging = \$133/night

Legislation:

Policy Statement No. 08-18-08: Council Remuneration and Expenses

Intergovernmental: N/A

Strategic Alignment: N/A

Enclosure(s): N/A

1. Convention Agenda

Signature of the CAO:

A handwritten signature in blue ink, consisting of several loops and a long horizontal stroke.



Request for Decision (RFD)

Conference Agenda



2024 Alberta Municipalities Convention & Trade Show Overview Agenda

*Please note, sessions and timing are subject to change. All Pre-Convention sessions, along with the Host City Reception, require additional fees.

Tuesday, September 24	7:00 am – 5:00 pm	Registration open
	8:30 am – 4:00 pm	EOEP Course (Pre-Convention)
	8:30 am – 4:00 pm	EOEP Course (Pre-Convention)
	8:30 am – 4:00 pm	EOEP Course (Pre-Convention)
	8:30 am – 4:00 pm	RMRF Legal Seminar (Pre-Convention)
Wednesday, September 25	7:30 – 8:30 am	Registration & Breakfast
	8:30 am	Welcome
	9:15 – 10:30 am	Education Session (5 Concurrent)
	11:00 am – 12:15 pm	Education Session (5 Concurrent)
	12:15 – 1:30 pm	Lunch
	1:30 pm – 3:00 pm	Opening Ceremonies & Keynote Address
	3:00 – 5:30 pm	Trade Show Opening Reception
	4:00 – 5:30 pm	Women's Networking Reception
	Evening	Networking Events
Thursday, September 26	8:00 – 9:30 am	Breakfast
	8:00 – 10:00 am	Trade Show
	10:00 – 10:10 am	Welcome
	10:10 am – 11:30 am	Resolutions
	11:30 am – 12:00 pm	Premier's Address
	12:00 – 1:00 pm	Lunch
	1:00 – 2:15 pm	Education Session (5 Concurrent)
	2:30 – 2:45 pm	Address from the Leader of the Opposition
	2:45 – 4:15 pm	Resolutions Session Continued
	4:30 – 4:45 pm	Address from Municipal Affairs
	4:45 – 6:30 pm	Municipal Affairs Reception
	7:00 – 11:00 pm	Host City Reception – Red Deer Through the Eras
	Evening	Networking Events
Friday, September 27	7:00 am	Breakfast
	8:00 – 8:15 am	Welcome
	8:15 – 10:00 am	Annual General Meeting & Board elections
	10:00 am – 11:00 am	Minister Dialogue #1
	11:10 am – 12:10 pm	Minister Dialogue #2
	12:15 – 1:00 pm	Closing Entertainment
	1:00 pm	Goodbye and see you in 2025



Request for Decision (RFD)

Meeting Date: Thursday, August 8, 2024

Agenda Item: #7.15

Topic: Smoky Lake County Grapevine Email Distribution

Presented By: Communications Department

Recommendation:

That Smoky Lake County trial the E-News subscription option, offered by our current website provider Catalis, for distribution of the Smoky Lake County Grapevine and other notices as required.

Background:

Councillor Fenerty requested that Smoky Lake County provide an option for the public to sign up and receive the monthly Smoky Lake County Grapevine via email. Email distribution would be provided by Smoky Lake County and the email list would be managed by Smoky Lake County Communications.

Motion from the June 13, 2024 Regular County Council Meeting:

Smoky Lake Grapevine Distribution by Email

631-24: Fenerty That Smoky Lake County defer further discussion, of additional ways to distribute the County Grapevine, such as emailing, to the August 8, 2024, Council meeting to allow time for Administration to research options, costs, and risks of third-party distribution and/or other technologies.

Carried.

- Our website provider, Catalis, has an 'E-News' feature that can be added onto our current website operating platform.
- 'E-News' allows residents to select which topics they would like to receive updates about. Topics/updates are set up by the website administrator and can include things like notices, newsletters/ annual report, fire ratings, road closures, agendas released, etc.
- Notices/updates content are created on the internal side of the website and sent out to those requesting the specific topic. Currently no attachments can be added to E-News notices, however direct links to website content can be emailed out.
- Residents will only receive the specific information that they subscribe to, and they have the option to unsubscribe to the emails.
- The information collected from subscribers would include first name, last name and email. This information collected would be collected under the authority of Section 33(c) of the Freedom of Information and Protection of Privacy (FOIP) Act and only be used for the purpose it was collected for.



Request for Decision (RFD)

Benefits:

- Increase ease and accessibility of the Smoky Lake County Grapevine and other municipal business updates.
- More cost effective than going through a third-party email distribution host.
- Easy for residents to sign up for updates.
- Administration of the feature should be easy since it's working within an already existing platform.

Disadvantages:

- No disadvantages, however, increase in administrative time to send out additional information.

Alternatives:

- MailChimp is a third-party mass email distribution provider. Pricing is based on the number of contacts that you are sending emails to each month. The minimum package price starts at 500 email contacts for \$27.84/ month and you can send up to 600,000 emails each month.
-
-

Financial Implications:

- Cost to set up the E-News feature comes out of our service hours support which is included in our contract with Catalis.

Legislation:

Intergovernmental:

N/A

Strategic Alignment:

N/A

Enclosure(s):

(List any supporting documents attached)

Signature of the CAO:

A handwritten signature in blue ink, consisting of several loops and a long horizontal stroke.



ACTION LIST:

May 2024 County Council Meetings

May 9, 2024			
MOTION NO.	RESOLUTION	DEPARTMENT	ACTION
565-24 Halisky Delegation	Bellis 4-H Club - Request for Sponsorship That Smoky Lake County Council approve to sponsor the Bellis 4-H Beef Club trophy belt buckles with funds allocated from the Agricultural Budget, in the amount of \$1,225.00, towards the champion and reserve champion steers as well as for supreme female and reserve supreme female, to be awarded at their annual achievement day scheduled for June 10, 2024, to be held in Waskatenau.	Finance & Agriculture	Cheque Number 52558, issued on May 22, 2024, in the amount of \$1,225.00, to Bellis 4-H Beef Club.
567-24 Fenerty 10.7	Smoky Lake RCMP Detachment Community Policing Report That Smoky Lake County Council acknowledge receipt of the Smoky Lake RCMP Detachment Community Policing Report from January 1, 2024 to March 31, 2024.	Legislative Services	The information was retained electronically under Municipal File: 2-85: RCMP
568-24 Serben 7.1	Contract Licensed Vegetation Control for County Right of Ways That Smoky Lake County engage Cortex Vegetation Controls, to perform licensed vegetation control services within the County for the period of June 15, 2024, to September 1, 2024, up to a maximum cost in the amount of \$9,147.00, to apply vegetation control on both sides of the County's road allowance for approximately 300 miles, in response to the recent shortfall in staffing of the Agricultural Department and to meet the vegetation management program requirements.	Agriculture	The Contract with Cortex was signed on May 28, 2024. Retained electronically under Municipal File: 62-65. The information along with Council's decision was provided to the ASB meeting, June 18, 2024, as part of information sharing with the Board.
569-24 Fenerty 7.2	Weed and Pest Inspector Appointment That Smoky Lake County Council appoint Kierstin Dubitz as a Weed and Pest Inspector for Smoky Lake County, effective May 6, 2024, to termination of employment.	Agriculture	A copy of Motion #569-24 was emailed to Payroll for placement in Kierstin Dubitz's personnel file on May 9, 2024.
570-24 Céré 7.3	Safe Grad Request to use Victoria Picnic Grounds That Smoky Lake County take no action to the email received from Cheryl Semeniuk, dated April 22, 2024, requesting the H. A. Kostash Graduating Class of 2024 to use the Victoria Picnic Grounds site, located at the rural address of 58343 Hwy 855, for a Safe Grad Celebration on Saturday June 29, 2024, as the said land is not owned by the County and the extent of liability risk is unknown.	Environment and Parks	A copy of motion #570-24 was emailed to the Manager of Environment & Parks, on May 9, 2024, who notified the requestor of Council's decision on May 21, 2024.

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May 9, 2024												
MOTION NO.	RESOLUTION	DEPARTMENT	ACTION									
570-24 Céré 7.4	<p>Year-2024 Junior Fire Summer Day Camp - Request for FCSS Funding</p> <p>That Smoky Lake County approve to allocate funding from the 2024 Family and Community Support Services (FCSS) Grant budget in accordance with Policy No. 08-17-01: Family and Community Support Services (FCSS) grant as follows:</p> <table border="1"> <thead> <tr> <th>Community Group</th> <th>Eligibility</th> <th>Funding</th> </tr> </thead> <tbody> <tr> <td>Smoky Lake County Year-2024 Junior Fire Summer Day Camp</td> <td>Teaches youth interpersonal, planning, and decision-making skills</td> <td>\$6,500.00</td> </tr> </tbody> </table>	Community Group	Eligibility	Funding	Smoky Lake County Year-2024 Junior Fire Summer Day Camp	Teaches youth interpersonal, planning, and decision-making skills	\$6,500.00	Finance & Fire	<p>Funds are allocated by journal entry in the financial system.</p> <p>Completed by the Finance Manager, in the amount of \$6,500.00 from the FCSS Grant budget to the Junior Fire Summer Day Camp budget for Year 2024.</p>			
Community Group	Eligibility	Funding										
Smoky Lake County Year-2024 Junior Fire Summer Day Camp	Teaches youth interpersonal, planning, and decision-making skills	\$6,500.00										
572-24 Halisky 7.5	<p>Policy Statement No. 15-01-03: Discipline Policy</p> <p>That Smoky Lake County Council amend Policy Statement No. 15-01-03: Discipline Policy:</p> <table border="1"> <tr> <td colspan="2">Title: Discipline Policy</td> <td>Policy No.: 01-03</td> </tr> <tr> <td>Section: 15</td> <td>Code: P-A</td> <td>Page No.: 1 of 12 E</td> </tr> <tr> <td>Purpose:</td> <td colspan="2">To describe the disciplinary process for correcting unacceptable performance or conduct among employees that is fair and consistent of all employees.</td> </tr> </table>	Title: Discipline Policy		Policy No.: 01-03	Section: 15	Code: P-A	Page No.: 1 of 12 E	Purpose:	To describe the disciplinary process for correcting unacceptable performance or conduct among employees that is fair and consistent of all employees.		Legislative Services Municipal Clerk Communication	<p>Policy Statement No. 15-01-03: Discipline Policy was posted on the Website May 13, 2024.</p> <p>Policy memo sent to all staff on May 13, 2024 at 1:55 PM</p> <p>May 24, 2024: Introduced at the Annual Safety Meeting held on May 24, 2024.</p> <p>May 28, 2024: Staff Meeting and Toolbox Meeting for discussion and submission of Policy – Schedule “A”: Acknowledgement of Policy.</p> <p>June 17, 2024: Discussion and reminder in respect to Schedule “A”: Acknowledgement of Policy.</p> <p>Each Departmental Manager is promoting awareness of this policy.</p> <p>The Payroll Department is tracking the submission of Schedule “A”.</p> <p>*See minutes for complete version of the policy”.</p>
Title: Discipline Policy		Policy No.: 01-03										
Section: 15	Code: P-A	Page No.: 1 of 12 E										
Purpose:	To describe the disciplinary process for correcting unacceptable performance or conduct among employees that is fair and consistent of all employees.											

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MOTION NO.	RESOLUTION	DEPARTMENT	ACTION
			<p>May 15, 2024</p> <p style="text-align: right;">Email: ruralrenewal@gov.ab.ca</p> <p>Alberta Advantage Immigration Program (AAIP) Rural Renewal Stream (RRS) Community Designation Application</p> <p>Re: Endorsement Letter of Support to become a Designated Community</p> <p>Smoky Lake County in partnership with Town of Smoky Lake, Village of Vilna, and Village of Waskatenau (being the four municipalities within the "Smoky Lake Region") supports and endorses becoming a Designated Community under the Rural Renewal Stream (RRS) through the Alberta Advantage Immigration Program (AAIP).</p> <p>The County's endorsement of support was formalized through a resolution of County Council, made on May 9, 2024, under Motion #573-24, which also approved for the Smoky Lake Regional Chamber of Commerce, to be the lead in submitting the Rural Renewal Community Designation Application on our behalf and to act as the Economic Development Organization (EDO) to lead and manage the project as well as to represent our Smoky Lake Region throughout the designation period to fulfill the responsibilities of a Designated Community.</p> <p>Furthermore, we acknowledge that if our designation is successful, our community's name will be posted on the Government of Alberta website, and if so, we look forward to welcoming newcomers to the community and helping candidates and their families settle into the community to help meet Smoky Lake Region's need for workers and entrepreneurs.</p> <p>Yours truly,</p> <p>Jered Serben, Reeve, jserben@smokylakecounty.ab.ca</p> <p>Cc. Town of Smoky Lake Mayor, Amy Cherniwchan – amy@smokylake.ca Village of Vilna Mayor, Leroy Kunyk – kunyk@yahoo.ca Village of Waskatenau Mayor, Richard Warren – rckwar1@live.ca Smoky Lake Regional Chamber of Commerce – smokylakeregionalchamber@gmail.com</p>
574-24 Fenerty 7.7	<p>Smoky Lake Holubka Dancers – Additional Named Insured Application</p> <p>That Smoky Lake County Council accept the Smoky Lake Holubka Dancers as an Additional Named Insured with RMA under the County's Insurance Umbrella; and execute the Municipality / Additional Named Insured Letter of Understanding Agreement under Policy Statement No. 14-B.02-02.</p>	Finance	<p>Final required documents were sent to RMA on May 23, 2024.</p> <p>Smoky Lake County has a total of 21 ANI's.</p>

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MOTION NO.	RESOLUTION	DEPARTMENT	ACTION
575-24 Halisky 7.2	Friends of the Vilna Pool Hall Society - Request for FCSS Funding That Smoky Lake County defer consideration to allocate funding from the 2024 Family and Community Support Services (FCSS) Grant budget in accordance with Policy No. 08-17-01: Family and Community Support Services (FCSS) towards the Friends of the Vilna Pool Hall Society, to the next meeting to allow time for a completed application to be submitted.	Finance	The request for funding will be brought to a future Council Meeting following receipt of the completed application for further discussion.
576-24 Céré 10.1	RMA District 5 Annual Golf Tournament That Smoky Lake County Council who can attend – attend the RMA District 5 Annual Golf Tournament, July 18, 2024, hosted by County of Vermilion River; and provide County Promotional items as per policy.	Legislative Services	No attendance by Smoky Lake County, due to a meeting scheduled on July 18, 2024. Promo items were addressed by Councillor Fenerty – taken to a Muni-Corr Meeting and a member will deliver on behalf of Smoky Lake County.
577-24 Halisky 10.2	Federation of Alberta Gas Co-ops Ltd. Members Meeting & FIRE AGM That Smoky Lake County Council who can attend – attend (Councillor Halisky & Gawalko) the FedGas Insurance Reciprocal Exchange (FIRE) Annual General Meeting & the Federation of Alberta Gas Co-ops Ltd. Members Meeting June 19, 2024 at the River Cree Resort & Casino.	Natural Gas Manager	Councillor Halisky indicated to the Natural Gas Manager that he will attend and does not require a hotel room, as he will drive in.

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MOTION NO.	RESOLUTION	DEPARTMENT	ACTION
578-24 Halisky 10.3	<p>Minister of Public Safety and Emergency Services - RCMP and Future of Policing</p> <p>That Smoky Lake County Council acknowledge receipt of the Letter from Minister of Public Safety and Emergency Services, dated April 22, 2024, responding to the County's March 7, 2024 letter to the Premier regarding the RCMP and the future of policing in Alberta, dated May 1, 2024; and write a letter to the Lakeland Member of Parliament: Shannon Stubbs, concerning same and extending an invitation for her to be a delegation at future Council Meeting.</p>	Legislative Services	<p>May 10, 2024</p> <p>Sent via Email to: Shannon.Stubbs@parl.gc.ca</p> <p>MP Shannon Stubbs Constituency Office - 5009 50 Street P.O. Box 599 Two Hills AB T0B 4K0</p> <p>Subject: National Police Federation Budget & Equitable Investment into RCMP</p> <p>Dear Shannon,</p> <p>The government's renewed interest in supporting public safety across the province is appreciated by my community and others. To ensure that every community across our province has the resources they need to continue to keep the public safe, I'm writing to bring attention to the Alberta RCMP funding.</p> <p>As you know, the Commissioner of the RCMP establishes a minimum level of policing in consultation with the Provincial Minister, who then decides if that standard will be met or exceeded per Article 6 of the Provincial Police Service Agreement (PPSA). The number of officers is reviewed annually by the Provincial Minister as part of planning for each upcoming fiscal year. The Provincial Minister can increase the number of Members in the service through Article 5 of the PPSA.</p> <p>We are asking the Government of Alberta to invest \$80 million in our Alberta RCMP in pursuit of hiring an additional 400 new RCMP officers across the province. Our community could specifically benefit from an additional 4 officers from these new positions to allow for 24-hour-7-days/week policing services. The government can utilize the PPSA as described above to request additional personnel that will bolster the safety of Albertans across the province, and we invite you to act on this function.</p> <p>Over the past few years, the provincial investments to the RCMP have been minimal, forcing the provincial service to have to cut its budget and run under-resourced. Starting in 2021, the province changed the Police Funding Model, so that every municipality would have to pay a portion for policing. Since then, millions have been collected that are supposed to go towards reinvestment in policing, with a priority on increasing core policing.</p> <p>Page 1 of 2</p> <p>We need your reassurance that communities served by the RCMP are just as crucial to your government's public safety plans as others. We know that the impact of crime and the number of Albertans needing help aren't limited to the boundaries of Calgary and Edmonton, which is why we are asking you to equitably invest in the Alberta RCMP.</p> <p>Sincerely,</p> <p>Jered Serben, Reeve</p> <p>Cc: Glenn van Dijken, MLA, Athabasca-Barrhead-Westlock Athabasca.Barrhead.Westlock@assembly.ab.ca Sgt. Anita Doktor, Detachment Commander, Smoky Lake RCMP Detachment Anita.doktor@rcmp-grc.ca</p>

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			<p>Invitation to Council Meeting & Letters of Concern</p> <p>Patti Priest To: 'shannonstubb@part.gc.ca' Cc: 'lisa.wanara.725@part.gc.ca'; Lydia Cain Mon 2024-05-13 2:44 PM</p> <p>MP Shannon Stubbs - Urgent call for federal commitment in infrastructure to sustain growth.pdf 93 KB</p> <p>MP Shannon Stubbs - National Police Federation Budget & Equitable Investment into RCMP.pdf 67 KB</p> <p>Good afternoon Mrs. Stubbs,</p> <p>Please see the attached two letters, from our Reeve: Jered Serben.</p> <p>In addition to the letters, the Reeve and Council would like to extend an invitation for you to attend a Council Meeting as a delegation at your earliest convenience. Our Council meetings in June are scheduled for Thursday, June 6, 2024 and Thursday, June 27, 2024. Please let me know if either of those dates would work for you or if there are any other dates/times you're available. We welcome you to attend in person or virtually.</p> <p>Thank you. We look forward to hearing from you.</p> <p> Patti Priest Executive Services Clerk office: 789-656-3730 or toll free 1-888-656-3730 direct: 789-656-1592 4612 - McDougal Drive, PO Box 310 Smoky Lake, Alberta, T8A 3G9</p> <p><small>l'N=Cu: W'gip'f' h'ehap'au s'at'ap'et / J'aw'wa C'op'p' (S'm'ok' Lake) / l'ac: q'at' P'riest / S'm'ok' Lake Located on Treaty 8 Territory and Unsettled of the Métis Nation This communication is for use by the intended recipient and contains information that may be privileged, confidential or copyrighted under applicable law. If you are not the intended recipient, you are hereby formally notified that any use, copying or distribution of this e-mail, in whole or in part, is strictly prohibited. Please notify the sender by return e-mail and delete this e-mail from your system. Thanks, please don't panic when they are sent out above. Please do not print this email unless you really need it.</small></p>
579-24 Céré 10.4	<p>105th Anniversary Celebration of the Smoky Lake Train Station</p> <p>That Smoky Lake County Council who can attend – attend the 105th Anniversary Celebration of the Smoky Lake Train Station, scheduled for May 25, 2024.</p>	Legislative	Due to prior events and commitments scheduled – no Council representation.
580-24 Fenerty 10.5	<p>Northeast Alberta Alliance for Growth & Opportunities (NAAGO) future of Hwy 28</p> <p>That Smoky Lake County Council acknowledge receipt of the copy of the letter to the Chair of Northeast Alberta Alliance for Growth and Opportunities (NAAGO) from three MLAs: Scott Cyr, MLA for Bonnyville-Cold Lake-St. Paul, Glenn van Dijken, MLA for Athabasca-Barrhead-Westlock, and Dale Nally, MLA for Morinville-St. Albert, dated April 26, 2024, in respect to the future of Highway 28.</p>	Legislative Services	The information was retained electronically under Municipal File: 1-226: NAAGO – <i>previously known as Northern Alberta Mayor's and Reeve's Caucus.</i>

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581-24 Halisky 10.6	Six Residents (Four Landowners) Request for Discount 900 Meters of Dust Control That Smoky Lake County respond to the letter from Trevor Henry representing 6 residents (4 landowners), requesting dust control for approximately 900 meters, dated May 1, 2024, by reviewing the Policy Statement No. 03-39-13: Dust Control, with the said landowners and reiterating the cost of Dust Control is as per policy, and is substantially subsidized by the County already.	Public Works	Public Works Manager indicated that on May 10, 2024 by phone call – spoke with Trevor Henry advising of Council decision – no discount will be applied. Trevor Henry will speak to the residents affected and contact Public Works Shop. End result – Residents said “No” to dust control.
582-24 Halisky 7.13	Whitefish Lake First Nation #128 That Smoky Lake County Council seek a meeting with Whitefish Lake First Nation #128 to for the purpose of discussing Range Road 130 maintenance and Mutal Aid agreements.	Legislative Services	Cheque Number 54284 was issued on April 18, 2024 in the amount of \$3,000.00. Information retained electronically in Municipal File: 2-91
583-24 Halisky 10.8	Buffalo Lake Métis Settlement - Temporary Signage for Pro Rodeo That Smoky Lake County Council give permission to allow temporary signage placement, subject to the placement being located on the County’s right-of-way, in response to the verbally request by Buffalo Lake Métis Settlement’s representative, to the Interim Chief Administrative Officer on April 30, 2024, for the purpose of wayfinding to the Buffalo Lake Métis Settlement’s Pro Rodeo hosted at the Tom Blyan Memorial Rodeo Grounds, 45km North of Smoky Lake within the Buffalo Lake Métis Settlement, scheduled for May 24-26, 2024.	Assistant Chief Administrative Officer	No action taken, Buffalo Lake Metis Settlement never did forward a formal request to the County. The geographical area (right-of-way) for signage was within the Town of Smoky Lake jurisdiction. The applicant did notify the Town and the Town did give approval for temporary signage at its Council Meeting on May 13, 2024. Final decision of the Buffalo Lake Metis Settlement obtained permission and was placed on Private Land.
584-24 Halisky 10.9	Alberta Emerald Foundation - Emerald Award for Métis Crossing Solar Project That Smoky Lake County Council who can attend – attend the 33 rd Annual Emerald Awards Ceremony, scheduled for June 6, 2024, being held in Calgary, Alberta, in response to the email from Alberta Emerald Foundation, dated April 26, 2024, announcing the Métis Crossing Solar Project as being shortlisted for the Energy Category.	Legislative Services	Email was sent on May 9, 2024 at 1:03 PM to Marisa at marisa@emerald.foundation.ca that the following will be attending he 33 rd Annual Emerald Awards in Calgary on June 6, 2024: Mr. Jered Serben, Reeve of Smoky Lake County - Email: jserben@smokylakecounty.ab.ca Ms. Linda Fenerty, Deputy Reeve of Smoky Lake County - Email: lfenerty@smokylakecounty.ab.ca

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585-24 Halisky 10.10	<p>Government of Alberta's "Alberta Drought Response Plan"</p> <p>That Smoky Lake County Council acknowledge receipt of the Publication from the Government of Alberta, titled "Alberta Drought Response Plan" dated May 2, 2024, and share the information on the County's Social Media, as well as at the 2024 Farmer and Ranchers Appreciation Day.</p>	<p>Communications & Agriculture</p>	<p>Alberta Drought Response Plan was shared on Smoky Lake County social media on May 2, 2024.</p> <p>Copies of the plan have been printed and will be available at the Farmer & Ranchers Appreciation Day.</p>
591-24 Halisky Executive Session	<p>Smoky Lake Food Bank Location</p> <p>That Smoky Lake County recommend the Town of Smoky Lake Administration and County Administration work together in consultation with the Smoky Lake Food Bank operators, to explore potential options for relocating the Smoky Lake Food Bank, and bring forward the findings to a future meeting for consideration.</p>	<p>Legislative Services</p> <p>Communication</p>	<p>This item has been saved in the folder for the next Administrators meeting. The date of the next Administrators meeting has not been determined yet.</p> <p>The motion was forwarded on May 9, 2024 at 3:54 PM to Town of Smoky Lake CAO, cc'd Finance@smokylake.ca and Noreen Easterbrook</p>
592-24 Serben Executive Session	<p>Letter from Concerned Ratepayer</p> <p>That Smoky Lake County Council defer the letter received on May 9, 2024, in Executive Session as a Legal Issue, in respect to a letter from concerned ratepayer, under the authority of FOIP Act: Section 27: Privileged Information, to the May 23, 2024, Council Meeting for further discussion.</p>	<p>Legislative Services</p>	<p>The letter was brought forward to the May 23, 2024, Council Meeting, see the May 23rd Motion # 618-24 for further action:</p> <p>That Smoky Lake County Council acknowledge receipt of the letter from concerned ratepayers: Don Klym and Noreen Easterbrook, dated May 8, 2024; and respond to the said letter as discussed, on May 23, 2024, under the authority of FOIP Act, Section 27: Privileged Information, and Section 24: Advice from Officials.</p>

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MOTION NO.	RESOLUTION	DEPARTMENT	ACTION
<p>596-24: Serben</p>	<p>Riverland Recreational Trail Society</p> <p>That Smoky Lake County Council approve to pay the three invoices from Riverland Recreational Trail Society under: Invoice #2022-24, in the amount of \$2,500.00 Invoice #2023-24, in the amount of \$2,500.00 Invoice #2024-24, in the amount of \$2,500.00</p> <p>for the Riverland Recreational Trail Society's Operations and Maintenance fees for Years 2022, 2023, and 2024; in response to the explanation of maintenance responsibility, as per the verbal information provided by the May 23, 2024, Delegations: Representatives from Riverland Recreational Trail Society: Marianne Janke, and Smoky Lake Trail Twisters Snow Mobile Club: Spencer Kotylak; and bring forward a new funding agreement for consideration in response to the letter deferred by County Council in February 2022, received from Marvin Bjornstad, President, Riverland Recreational Trail Society, dated January 3, 2022, requesting renewal of the three-year funding agreement which expired in Year-2021.</p>	<p>Finance & Legislative</p>	<p>RE: Riverland Recreational Trail Society - Invoices and Funding Agreement</p> <p> info@ironhorsetrail.ca To: Patti Priest Cc: Lydia Clein Wed 2024-05-29 11:14</p> <p>CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.</p> <p>Thanks Patti - that is great news and the County's support is appreciated. We will be sending out the new proposals (agreement) this fall for 2025-2027 funding requests along with a financial accounting report. Marianne</p> <p>From: Patti Priest <patti.priest@smokylakecounty.ab.ca> Sent: Monday, May 27, 2024 9:18 AM To: 'info@ironhorsetrail.ca' <info@ironhorsetrail.ca> Cc: Lydia Clein <lclein@smokylakecounty.ab.ca> Subject: Riverland Recreational Trail Society - Invoices and Funding Agreement</p> <p>Good morning Marianne,</p> <p>For your reference, Council approved to pay the following three outstanding invoices at the May 23, 2024 Council meeting: Invoice #2022-24, in the amount of \$2,500.00, Invoice #2023-24, in the amount of \$2,500.00, & Invoice #2024-24, in the amount of \$2,500.00.</p> <p>Please provide a new proposed funding agreement for our review and Council's consideration, as mentioned in this attached 2022 letter.</p> <p>Thanks very much, Patti</p> <p>EFT #01412, issued on May 30, 2024, in the amount of \$7,500.00, to Riverland Recreational Trail Society.</p>
<p>597-24: Céré</p> <p>7.1</p>	<p>Five-Year Road Plan Amendment - Warspite Dust Control on Range Road 183</p> <p>That Smoky Lake County Council approve to amend Policy Statement No. 03-18-19: Five-Year Road Plan to incorporate a Year-2025 project in the amount up to \$25,000.00, for the purpose of adding an oil-based dust control along the west side of the Hamlet of Warspite, on Range Road 183, south of Township Road 592, between 51 Avenue, Warspite, up to the existing oil-based dust control at the Rural Address: 59153 Rge Rd 183, for approximately 250 meters.</p>	<p>Public Works & Legislative & Communications</p>	<p>The policy was updated as per Motion #597-24 adding a road project to Year 2025 and posted to the website on May 29, 2024.</p>

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598-24: Serben 7.2	<p>FCSS Grant Funding Request – Friends of the Vilna Pool Hall Society</p> <p>That Smoky Lake County approve to allocate funding from the 2024 Family and Community Support Services (FCSS) Grant budget in accordance with Policy No. 08-17-01: Family and Community Support Services (FCSS) grant as follows:</p> <table border="1"> <thead> <tr> <th>Community Group</th> <th>Eligibility</th> <th>Funding</th> </tr> </thead> <tbody> <tr> <td>Friends of the Vilna Pool Hall Society</td> <td>Volunteer Appreciation</td> <td>\$1,290.00</td> </tr> </tbody> </table>	Community Group	Eligibility	Funding	Friends of the Vilna Pool Hall Society	Volunteer Appreciation	\$1,290.00	Finance	Cheque #52583, issued on May 30, 2024, in the amount of \$1,290.00, to Friends of the Vilna Pool Hall Society.
Community Group	Eligibility	Funding							
Friends of the Vilna Pool Hall Society	Volunteer Appreciation	\$1,290.00							
599-24: Halisky 7.3	<p>Community Communication Mobile Application</p> <p>That Smoky Lake County not participate in purchasing a Community Communication mobile application to facilitate emergency alerts and day-to-day notifications from the Smoky Lake Region to subscribers, as recommend at the Joint Municipalities Meeting held on April 29, 2024, Motion #JMM-318-24, due to the County's current communication applications being sufficient.</p>	Legislative Services	<p>Community Communication Mobile Application</p> <p></p> <p>Good morning Dawn,</p> <p>Below is the May 23, 2024, Council meeting draft motion for your information:</p> <p>7.3. Community Communication Mobile Application 599-24: Halisky</p> <p>That Smoky Lake County not participate in purchasing a Community Communications mobile application to facilitate emergency alerts and day-to-day notifications from the Smoky Lake Region to subscribers, as recommend at the Joint Municipalities Meeting held on April 29, 2024, Motion #JMM-318-24, due to the County's current communication applications being sufficient.</p> <p style="text-align: right;">Carried.</p> <p>Thank you, Patti</p> <p>Village of Waskatenau notified the County on July 8, 2024 at 3:04 PM:</p> <p>Motion #135-2024 at our June 25, 2024 Council meeting not to participate in the Community Communication Mobile Application as discussed at the April 29, 2024 Joint Municipality Meeting.</p> <p>Village of Vilna notified the County on July 22, 2024 at 2:32 PM Motion # 065-024 at our June 4, 2024 meeting Vilna declines to participate in the purchase of the Community Communication Mobile app, introduced to the regional municipalities at the April 29, 2024 Joint Municipalities Meeting – Motion #JMM-318-24 – due to cost; and expresses appreciation for the work done by the Town of Smoky Lake to bring this regional initiative forward.</p>						

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<p>600-24: Serben</p> <p>7.4</p>	<p>Regional Municipal Energy Manager - Municipal Climate Change Action Centre</p> <p>That Smoky Lake County Council take no action to support a joint application to the Municipal Climate Change Action Centre (MCCAC), as recommend at the Joint Municipalities Meeting held on April 29, 2024, Motion #JMM-319-24, which was proposed to be for the purpose of potentially funding a salary up to the maximum amount of \$80,000.00, with any unfunded salary amount to be funded jointly by each regional partner to employ a Smoky Lake Region Municipal Energy Manager, who would develop an energy management plan, implement energy saving opportunities and realize energy savings.</p>	<p>Legislative Services</p>	<p>Regional Municipal Energy Manager - Municipal Climate Change Action Centre</p> <p> Patti Priest To: CAO Smoky Lake Cc: CAO Vilna; CAO Waskatenau; Lydia Cieim; Brenda Adamsom; Crystal Letwin (finance@smokylake.ca) Thu 2024-05-23 11:00</p> <p>Hi Dawn,</p> <p>For your reference, below is the May 23, 2024, Council meeting draft motion:</p> <p>7.4. Regional Municipal Energy Manager - Municipal Climate Change Action Centre 600-24: Serben That Smoky Lake County Council take no action to support a joint application to the Municipal Climate Change Action Centre (MCCAC), as recommend at the Joint Municipalities Meeting held on April 29, 2024, Motion #JMM-319-24, which was proposed to be for the purpose of potentially funding a salary up to the maximum amount of \$80,000.00, with any unfunded salary amount to be funded jointly by each regional partner to employ a Smoky Lake Region Municipal Energy Manager, who would develop an energy management plan, implement energy saving opportunities and realize energy savings.</p> <p style="text-align: right;">Carried.</p> <p>Thank you, Patti</p> <p>The discussion was held in regards to the Municipal Climate Change Action Centre (MCCAC) at a Joint Municipalities Meeting held on April 29, 2024 – brought forward by the Town of Smoky Lake.</p> <p>Village of Vilna also declined participation on May 22, 2024 – Motion 044-024</p> <p>Village of Waskatenau also declined participation on May 16, 2024 – Motion 118-2024</p>

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May 23, 2024			
MOTION NO.	RESOLUTION	DEPARTMENT	ACTION
<p>601-24: Serben</p> <p>8.2</p>	<p>Chief Administrative Officer (CAO): Appointment</p> <p>That Smoky Lake County Council appoint Mr. Kevin Lucas as the Chief Administrative Officer (CAO) for Smoky Lake County, effective June 3, 2024, and approve to execute the CAO Employment Contract Agreement between Kevin Lucas and the County; and announce the said appointment through a press release posted in the County Grapevine and on the County's Website and on Social Media.</p>	<p>Legislative Services</p> <p>Communications</p>	<p>The following media release was emailed to all staff on email, posted in the June 2024 issue of the Grapevine, and posted on the County's Website & Social media, as well as sent to the Smoky Lake Region's CAOs on May 23, 2024.</p> <div style="text-align: right; margin-top: 20px;"> <p>Smoky Lake County <small>P.O. Box 310 4612 McDougall Drive Smoky Lake, Alberta T0A 1A0 Phone: 780-656-3730 1-888-656-3730 Fax: 780-656-3768 www.smokylakecounty.ab.ca</small></p> </div> <p style="text-align: center; margin-top: 20px;">PRESS RELEASE</p> <p style="text-align: center; margin-top: 5px;">May 23, 2024</p> <p>Smoky Lake County Council is pleased to announce the appointment of Kevin Lucas, as the new Chief Administrative Officer (CAO) for Smoky Lake County, effective June 3, 2024, and respectfully acknowledges the commitment from the Assistant CAO, Lydia Clelin, who occupied the Interim CAO role for the past 12 months.</p> <p>Council looks forward to a smooth transition and is eager to work with Kevin and see him leverage his strategic leadership skills to drive individual development, produce purposeful growth and sustain performance enhancement. Kevin's extensive background in Municipal Government, along with several years of senior management experience from positions such as: Director, Interim CAO, and CAO, and his education including an Executive Masters in Business Administration (EMBA) designation, will play a significant role to advance the County's leadership and critical thinking.</p> <div style="text-align: center; margin-top: 20px;"> </div> <p style="text-align: right; margin-top: 5px;"><i>"I'm thrilled to join Smoky Lake County as the CAO on June 3rd! I'm eager to uphold the County's values and drive progress towards a shared vision of the priorities as outlined in the Strategic Plan, together, building a sustainable, growth-focused future for the community."</i> – Kevin Lucas</p> <p style="margin-top: 20px;">Media & General Inquires: county@smokylakecounty.ab.ca 780-656-3730</p>

ACTION LIST:

May 2024 County Council Meetings



May 23, 2024			
MOTION NO.	RESOLUTION	DEPARTMENT	ACTION
602-24: Serben	<p>Request to Meet Regionally with the Ministers of Health and Mental Health & Addiction</p> <p>That Smoky Lake County Council recommend writing a joint letter signed by all municipalities from the Smoky Lake Region, as one voice, to request a meeting with the Minister of Health and Minister Mental Health and Addiction, for the purpose of discussing concerns with physician recruitment in the Smoky Lake Region and the need for our own "North East Zone" for healthcare.</p>	Legislative Services	<p>Village of Vilna sent email on May 27, 2024 at 1:29 PM – straw poll – Vilna is in agreement.</p> <p>Village of Waskatenau sent email on May 28, 2024 at 8:38 AM – Waskatenau is in agreement and will ratify at its June 25, 2024 Council Meeting.</p> <p>Town of Smoky Lake send email on May 29, 2024 at 9:04 AM – Town of Smoky Lake is in agreement.</p> <p>Letter was <u>written</u> on June 12, 2024 to Honourable Adriana LaGrange, Minister of Health and Honourable Dan Williams, Minister of Mental Health and Addiction – Re: Concerns with Physician Recruitment in the Smoky Lake Region.</p> <p>Send via email: Health.minister@gov.ab.ca Mha.minister@gov.ab.ca</p> <p>Municipal File: 5-20</p>
605-24: Fenerty Delegation	<p>STARS (Shock Trauma Air Rescue Services) – Tour</p> <p>That Smoky Lake County Council accept the verbal invitation from Delegation: Shannon Paquette, Donor Relations and Development Officer, Central Alberta Foundation, STARS (Shock Trauma Air Rescue Services), for those Council who can attend, to attend a tour of the STARS Edmonton Base, located at the Edmonton International Airport, on an agreeable date, to be determined.</p>	Legislative Services	<p>Discussion was held during the PowerPoint delegation presentation.</p> <p>Members of Council that wish to attend a tour as time permits and report through its Council member's reports.</p>

ACTION LIST:

May 2024 County Council Meetings



May 23, 2024			
MOTION NO.	RESOLUTION	DEPARTMENT	ACTION
606-24: Halisky 10.1	Minister of Transportation and Economic Corridors – Hwy 28 Speed Reduction That Smoky Lake County acknowledge receipt of the letter from the Minister of Transportation and Economic Corridors, dated May 14, 2024, in respect to the provincial department being in the process of preparing the ministerial order to amend (reduce) the speed limit for Highway 28 along the Town of Smoky Lake, and acknowledge the Minister has requested it to be completed before the next school year in September 2024.	Legislative Services	This receipt of letter is in response to County Council – April 11, 2024 – Motion 495-24. First letter was written on December 12, 2022 and second letter in May 2023. The information was retained electronically under Municipal File: 3-161.
607-24: Céré 10.2	Alberta Public Engagement Rural Health & System Refocus That Smoky Lake County file the information received from the Government of Alberta, described as a communications and public engagement, information sheet, titled: “Rural Health and System Refocus”, from their Telephone Town Hall held on May 14, 2024, which provided updates on initiatives related to rural health.	Legislative Services	Councillor Cere participated in the Rural Health and System Refocus Telephone Town Hall – Public Engagement on May 14, 2024 as reported through Councillor Division Three Report to Council. The information was retained electronically under Municipal File: 5-12
608-24: Fenerty 10.3	Canadian Association of Municipal Administrators Recognition of Lydia Cielin That Smoky Lake County acknowledge receipt of the letter from the Canadian Association of Municipal Administrators (CAMA) president: Tony Kulbisky, dated April 30, 2024, acknowledging the commitment of Lydia Cielin, for her remarkable thirty-five years of service in municipal government management roles.	Legislative Services	Acknowledgment of employee “Years of Service”. Council extended verbal praise and congratulations at the Council meeting.
609-24: Halisky 10.4	RMA District 5 Meeting That Smoky Lake County Council who can attend – attend the (Rural Municipalities of Alberta) RMA District 5 Meeting, scheduled for Friday, August 23, 2024, to be held in Camrose, Alberta; and encourage those Councillors who are attending, to carpool to the event.	Legislative Services	Members of Council will advise through each members’ Council report at the Council Meeting – if they attended.

ACTION LIST:

May 2024 County Council Meetings




May 23, 2024			
MOTION NO.	RESOLUTION	DEPARTMENT	ACTION
<p>610-24: Halisky</p> <p>10.5</p>	<p>RMA Bulletin - Concerns with Bill 20s Impacts on Municipal Democracy</p> <p>That Smoky Lake County acknowledge receipt of the Bulletin from RMA (Rural Municipalities of Alberta), "RMA Concerns with Bill 20 Impacts on Municipal Democracy", dated May 2, 2024; and write a letter of support to RMA to extend appreciation of their work and encourage all RMA District 5 members to voice their concerns with:</p> <ul style="list-style-type: none"> • Bill 20 - Municipal Affairs Statutes Amendment Act, 2024, • Bill 18 - Provincial Priorities Act, 2024, and • Bill 21 - Emergency Statutes Amendment Act, 2024. 	<p>Legislative Services</p>	<p>Retained for information and documentation purposes as an update on Provincial Bill's from our Municipal Association.</p> <p>Municipal File: 1-10</p>
<p>618-24: Céré</p> <p>7.12</p>	<p>Letter from Concerned Ratepayers: Don Klym & Noreen Easterbrook</p> <p>That Smoky Lake County Council acknowledge receipt of the letter from concerned ratepayers: Don Klym and Noreen Easterbrook, dated May 8, 2024; and respond to the said letter as discussed, on May 23, 2024, under the authority of FOIP Act, Section 27: Privileged Information, and Section 24: Advice from Officials.</p>	<p>Planning & Development</p>	<p>The Planning and Development Manager sent a letter, dated May 30, 2024, to Don Klym & Noreen Easterbrook, in response to their letter dated May 8, 2024, acknowledging receipt of their letter and detailing how the development permit process will proceed.</p> <p>Dear Noreen & Don,</p> <p>Thank you for your letter dated May 8, 2024, respecting the Métis Nation of Alberta's (MNA) proposed Supportive Living Facility (the Facility).</p> <p>You correctly note that Bylaw 1453-23 received Third Reading at the April 25, 2024 Smoky Lake County Council meeting, effectively redistricting portions of River Lot 15, to a Direct Control (DC2) District, and establishing provisions relating to the development of Supportive Living Facilities. The aforementioned redistricting is only the first step in the potential development of the proposed Facility, and at this time, County administration is working with the MNA to ensure that all of the information necessary for Council to consider an application for a Development Permit is provided.</p> <p>During both the Public Hearing and the subsequent engagement session, a number of concerns were raised by you and other members of the public, including concerns relating to public safety/crime; provision of water and wastewater treatment infrastructure; traffic management; building aesthetics; noise and dust mitigation; visual buffers/screening; and the potential impacts of the proposed Facility on other services (e.g. healthcare and policing). Administration is currently working with the MNA to address these concerns as far as possible and will look to engage with the public once an application for a Development Permit has been received.</p> <p>With respect to the confusion surrounding which portions of River Lot 15 are included in the redistricting, it is true that only part of River Lot 15 were redistricted, as River lot 15 consists of two (2) separately titled parcels of land, one (1) of which is intersected by Victoria Trail, creating a north and south piece of land on a single titled parcel. The lands subject to the redistricting are shown on the attached map. I trust that this clarifies which lands have been redistricted.</p>

ACTION LIST:

May 2024 County Council Meetings



May 23, 2024			
MOTION NO.	RESOLUTION	DEPARTMENT	ACTION
			<p>I am not able to discuss whether there will be any future socio-economic assessments or engagements with local organizations respecting these issues as administration has yet to receive direction from Council on these matters. I am also not in a position to comment on taxes or assessment as this is not my area or expertise, nor do I know what level of tax assessment would be "adequate".</p> <p>I hope that I have been able to answer your questions and the County looks forward to your continued interest in the proposed Facility as the process continues. Please contact the undersigned should you have any further questions.</p> <p>Sincerely,</p>  <p>Jordan Ruegg Planning & Development Manager, Smoky Lake County</p>
<p>621-24: Halisky</p> <p>Addition to the Agenda</p>	<p>Physician Recruitment - Dr. Arian Esterhuizen</p> <p>That Smoky Lake County Council request MLA: Glenn van Dijken, to contact the Minister of Health: Adriana LaGrange, for the purpose of seeking the Minister's assistance to expedite the final Practice Readiness Assessment (PRA) process for Dr. Arian Esterhuizen, and enable Dr. Esterhuizen to commence practice at the Raubenheimer Medical Clinic, in Smoky Lake as soon as possible.</p>	<p>Assistant Chief Administrative Officer</p>	<p>Dr. Adrian Esterhuizen started practice at the Raubenheimer Medical Clinic on June 12, 2024, as per phone confirmation on June 21, 2024 with the Clinic.</p> <p>This motion is in conjunction to May 23, 2024 – Motion 602-24:</p> <p>Letter was received from the Honourable Adriana LaGrange, Minister of Health -Health.Minister@gov.ab.ca on Monday, July 22, 2024 at 9:07 AM and forwarded to Council by email on July 22, 2024 at 10:47 AM by Legislative Services.</p> <p>Acknowledgement of Letter will be finalized at a Council Meeting held in August 2024.</p>



4504 – 52 Avenue
PO Box 179
Smoky Lake, AB T0A 3C0

Tel: (780) 656-4217
Fax: (780) 656-4277
smokylakefoundation.ca

10 June 2024

Hon. Adriana LaGrange
Minister of Health
423 Legislature Building
10800 – 97 Avenue
Edmonton, AB T5K 2B6

Dear Minister LaGrange:

**RE: SMOKY LAKE – EMERGENCY DEPARTMENT CLOSURES AND LOCUM COVERAGE
GEORGE MCDUGALL HEALTHCARE CENTRE**

As the plan to restructure healthcare in Alberta moves forward, rural communities, such as Smoky Lake, often face challenges in maintaining an adequate healthcare workforce, making it difficult to provide needed patient care or to meet emergency department physician coverage at the Smoky Lake – George McDougall Healthcare Centre.

While initiatives such as the Rural Physician Action Plan (RPAP) and the collaboration between Alberta Health Services, Smoky Lake and Smoky Lake County have attracted and maintained physicians to the community, however, there is a growing concern regarding the number of partial or complete emergency department closures in 2024.

Since January 1, 2024, the emergency department at the Smoky Lake – George McDougall Healthcare Centre had 71 days of partial emergency department closures between 7 pm and 8 am the following day and nine days between 8 am and 5 pm. These closures place additional pressure on EMS services and surrounding community healthcare centres, often struggling with their own staffing and capacity issues.

These emergency room closures present access challenges for everyone in the community but significantly affect older Albertans, such as 150 seniors living at Bar-V-Nook Manor and Supportive Living in Smoky Lake, and Vilna Lodge, in Vilna. Lack of consistent emergency department coverage often forces residents to leave the community they have helped build and called home to move to urban communities offering stable and predictable emergency or urgent care.

We understand that the emergency department closures at the Smoky Lake – George McDougall Healthcare Centre are related to the lack of physician locums choosing other practice communities due to the compensation model and increased competition between communities as rural healthcare facilities are increasingly relying on locum physicians to provide respite coverage or weekend coverage for communities with fewer than four physicians.

.../2

Another competitive area for locum physicians is the number of shift hours or coverage periods. We understand that locums will often choose healthcare facilities or emergency departments that offer 24-hour shifts or coverage over several days rather than facilities only needing 12-hour or shorter coverage periods, such as many of the shifts at the Smoky Lake – George McDougall Healthcare Centre.

We request that the Government of Alberta review and adjust physician locum compensation to encourage and attract locums to take shorter assignments. Having a larger base of locum physicians willing to work on shorter assignments supports the work-life balance of our local community physicians. Furthermore, it would reduce the number of emergency department closures and provide effective and efficient healthcare delivery.

All Albertans should have access to predictable and equitable primary and emergency care, regardless of where they live. Re-examining and incentivizing short-term locum compensation supports this goal and rural healthcare's vital role in Alberta's primary and emergency healthcare system.

The Board of Directors for Smoky Lake Foundation thanks you and your Ministry for the bold leadership in transforming Alberta's healthcare system and for recognizing the importance rural communities, such as Smoky Lake and Smoky Lake County, have in supporting and achieving your transformation goals.

Sincerely,

SMOKY LAKE FOUNDATION

Jered Serben
Board Chair

cc: Glenn van Dijken, MLA Athabasca-Barrhead-Westlock
Martin Long, MLA West Yellowhead, Parliamentary Secretary for Rural Health
Scott Cyr, MLA Bonnyville-Cold Lake-St. Paul
Garth Rowswell, MLA, Vermillion-Lloydminster-Wainwright
Dawn Phillips, Chief Administrative Officer, Town of Smoky Lake
Kevin Lucas, Chief Administrative Officer, Smoky Lake County
Earla Wager, Chief Administrative Officer, Village of Vilna
Bernice Macyk, Chief Administrative Officer, Village of Waskatenau



8429 24th Street
Edmonton, AB T6P 1L3
(780) 416-6543
info@fedgas.com
www.fedgas.com

June 26, 2024

Via e-mail

To all Federation Members,

Re: Celebration of the 60th Anniversary of the Federation of Alberta Gas Co-ops Ltd.

We are delighted to invite you to join us in celebrating a significant milestone: the *60th Anniversary of the Federation of Alberta Gas Co-ops Ltd!* This celebration will take place:

Date: August 21st, 2024

Time: 12:00 p.m. – 4:00 p.m.

Location: The Federation Centre, located at 8429 24th Street, Edmonton

For six decades, the Federation of Alberta Gas Co-ops Ltd. has been at the forefront of the rural natural gas movement, supporting our Membership in providing reliable and affordable energy to communities across Alberta. This anniversary is a testament to the dedication, hard work, and unwavering commitment of our Members, current and former Directors and staff, stakeholders, and supporters. Together, we have built a legacy of service that continues to enrich the lives of Albertans and strengthen our rural communities.

The event will feature a BBQ lunch, a building tour and Training Centre demonstration, speeches and presentations, and the opportunity to interact with fellow Federation Members, current and former Federation staff and Directors, government officials, and industry connections. It will also be an opportunity to honour those whose contributions have been instrumental in our success, and to look forward to a future filled with promise and continued collaboration.

Enclosed you will find the official invitation and event schedule as well as important parking information. Please read these details carefully as *parking is not available at the Federation Centre.*



8429 24th Street
Edmonton, AB T6P 1L3
(780) 416-6543
info@fedgas.com
www.fedgas.com

We would be honored by your presence as we commemorate this special occasion. Kindly **RSVP via this link (RSVP)** no later than *July 22nd, 2024* to confirm your attendance. You may also respond by contacting Federation Communications & Marketing Coordinator, Emily Ewashko at eewashko@fedgas.com or (780) 400-3022.

Thank you for your continued support and for being a part of our remarkable journey. We look forward to celebrating with you and reflecting on the past, present, and future of the Federation of Alberta Gas Co-ops.

Cordially,

Bert Paulssen
Board of Directors Chairman
Federation of Alberta Gas Co-ops Ltd.

Encl.

June 12, 2024

Dan Gawalko
Smoky Lake County
Box 310
Smoky Lake, AB, T0A 3C0
Subject: Urgent Funding Need for AgKnow

Dear Dan Gawalko,

As you know, AgKnow was established as a direct response to the 2019 ASB resolution aimed at addressing mental health on farms and ranches across Alberta. Your vision in founding this initiative has provided the means to begin developing effective, evidence-based, and practical resources that enhance the resilience of farmers and their families, and to address the barriers that prevent farmers from seeking assistance.

While considerable progress has been made in raising awareness and advocating for mental health in farming communities, the challenge lies in ensuring the widespread adoption of supports and services that deliver long-term positive change for farmers and their families.

We currently face a critical funding gap between our last grant and the anticipated funding for our next one. This inconsistency in funding jeopardizes our ability to provide continuous support to farm families year-round as they cope with the daily challenges of farm life and navigate times of crisis.

We urgently need your financial assistance to bridge this gap and sustain the ongoing delivery of services including:

- **Free Counselling Pilot Program** – Since its launch, 19 agriculturally-informed therapists and counselors have provided 123 free therapy sessions to 54 farmers, farm family members, veterinarians, and registered veterinary technicians. Demand for this program has tripled since February 2024, highlighting the need for this service.
- **Suicide Prevention Training** – In 2023, we adapted proven suicide prevention and awareness training specifically for the agriculture industry, launching two new courses and training 14 facilitators. The diversity and distribution of Alberta farmers requires substantial investment in communication and engagement activities to deliver these courses and give farm families the skills to support those impacted by suicide. Funding is needed to deliver these courses to rural communities.
- **Crisis Recovery Support** – The recent wildfires and drought risk in certain areas of the province emphasize the need for crisis recovery support. During the wildfires, the AgKnow therapist network (APN) was mobilized for immediate sessions, while resources like a shelter-in-place document adapted from Alberta Agriculture and Irrigation, along with crisis response cards, were distributed to affected communities. Our goal is to deploy the APN in community post-crisis and provide briefings to mental health professionals on current issues affecting agriculture, but we need resources to plan and implement these tasks effectively.
- **Priority Areas** – Our needs assessment and ongoing engagement with industry stakeholders have led us to identify priority areas with the potential to impact Alberta farmers. Among these, increasing capacity to support farmers and veterinarians during a depopulation event, and integrating mental health and agriculture professionals to assist with farm transition have been recognized as priority areas which continue to provide strategic direction and the structure for ongoing work.

Your support will enable us to continue to invest in programs that prioritize the mental health and well-being of farming communities, ensuring producers and their families have the necessary resources and tools available when they need them most. To contribute, please visit https://fnd.us/72MKTe?ref=sh_fD8xLb_sh_0P2HK5R0PqB0P2HK5R0PqB, use the QR code enclosed at the end of this letter, or call 587-200-2552 Extension 2.

I am available to present virtually to your counsel about the initiative. Our annual report can be found on our website with more details about our mission and accomplishments to date. We are deeply grateful to Wheatland County for being the first to donate \$2000 in one time bridge funding and hope that you will consider doing the same. Together, we can continue to make a meaningful difference in the lives of Alberta's farmers, and the rural communities they support.

Sincerely,

Linda Hunt

Program Director
AgKnow, Alberta Farm Mental Health Network
www.agknow.ca / linda@areca.ab.ca / 587-200-2552



#10.3a

AGKNOW

ALBERTA FARM MENTAL HEALTH NETWORK



AN ARECA
INITIATIVE



ANNUAL ²⁰²⁴ REPORT

AN ALBERTA APPROACH
TO FARM MENTAL HEALTH

LEARN MORE AT [AGKNOW.CA](https://agknow.ca)



2024 ANNUAL REPORT

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AN ALBERTA APPROACH
TO FARM MENTAL HEALTH



AGKNOW

ALBERTA FARM MENTAL HEALTH NETWORK

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ACKNOWLEDGEMENTS

We acknowledge the financial support of the Government of Canada and the Government of Alberta through the Sustainable Canadian Agricultural Partnership, a federal-provincial-territorial initiative.



AgKnow acknowledges that the land we call Alberta, and where Albertan farms reside, is the traditional and ancestral territory of many peoples, presently subject to Treaties 6, 7, and 8. Namely: the Blackfoot Confederacy – Kainai, Piikani, and Siksika – the Cree, Dene, Sauteaux, Nakota Sioux, Stoney Nakoda, and the Tsuu T'ina Nation and the Métis People of Alberta. This includes the Métis Settlements and the Six Regions of the Métis Nation of Alberta within the historical Northwest Métis Homeland. We acknowledge the many First Nations, Métis, and Inuit who have lived in and cared for these lands for generations before us.

We are grateful for the traditional Knowledge Keepers and Elders who are still with us today and those who have gone before us. We would not be here without them. We make this acknowledgement as an act of reconciliation and gratitude to those whose territory we reside, farm and live on. While recognizing the historical impacts of settlement on these lands, we wish to express our common goal to care for our water and natural resources for all future generations to share in.

MISSION

To address the unique challenges faced by farmers, Agknow collaborates with stakeholders to identify needs and approaches that ensure accessible and effective mental health support for Alberta farmers, their families, employees and communities.



VISION

At Agknow we are driven by a passion for the well-being of farmers and a commitment to cultivating resilient farming communities where mental health is prioritized, contributing to the overall prosperity of Alberta's agriculture sector for long-term impact.



A YEAR IN REVIEW

EXECUTIVE SUMMARY

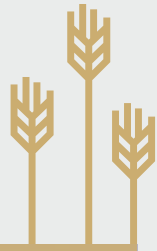
2023 was a year of growth for AgKnow, particularly in laying the groundwork to address crucial aspects of farm mental health in Alberta going forward.

Stakeholder engagements early in the year were instrumental in shaping the direction of our efforts, which were backed by the unwavering support and collaborative spirit of volunteers and staff. With their help, we developed a Suicide Awareness and Prevention Training course and trained nine facilitators. Many of those involved in this project have a personal connection to the impact of suicide in rural areas, and they went above and beyond to provide and, notably, donate time and resources.

Our involvement in inter-agency meetings and tradeshow has helped to increase awareness of AgKnow and provided direction to inform our development. Partnerships with Counselling Alberta and EaseCare represent significant strides toward identifying accessible counselling options for rural Albertans, and we continue to engage with them to increase their capacity to provide farm-informed counselling.

The re-launch of free counselling sessions for farm families in September was a notable achievement, and we are pleased to also extend the programs to support veterinarians and registered veterinary technicians. Free





IT'S TIME TO CHANGE THE CULTURE OF AGRICULTURE

sessions can be booked by visiting the farm-informed AgKnow Therapist Network (ATN) on our website. The expansion of the ATN to cover the province remains a top priority. We continue to develop training and provide learning opportunities for mental health and health care professionals and service providers working in rural Alberta.

Securing funding through the Sustainable Canadian Agricultural Partnership, supported by the provincial and federal governments, allowed us to grow our team. This ensures our capacity to develop evidence-based resources tailored to rural farming communities. It also fuels ongoing research initiatives, like the depopulation study initiated in 2023 and the stress and coping assessment, which identified five priority areas for Alberta farmers. Anticipating further research results in 2024, our goal is to optimize mental health and health care services for the benefit of the farming community.

Early in 2024, the establishment of an Industry Advisory Group presented an exciting opportunity for interested parties to connect and contribute. The commitment, perseverance, and teamwork of our supporters continue to make a difference in the lives of farmers and their families.

Linda Hunt

Linda Hunt, Program Director



AGKNOW
ALBERTA FARM MENTAL HEALTH NETWORK

AN **ARECA**
INITIATIVE

ALBERTA FARM MENTAL HEALTH NETWORK

WHO IS AGKNOW?

The AgKnow Alberta Farm Mental Health Network was established in 2022 with over \$500,000 in grant funding from the Canadian Agricultural Partnership as the result of a province-wide assessment of the mental health support services available and accessible to farmers and farming communities throughout most of rural Alberta. The team also examined the stressors farmers typically face and how they can affect their well-being and impact their business and personal relationships.

AgKnow is farmer-led. It focuses on building tangible tools and services tailored to the needs of producers and their families based on resources and tips from real farmers. The Network partners with professionals across the province to get farmers support when they need it most.

AgKnow is an initiative of the Agricultural Research and Extension Council of Alberta (ARECA), a not-for-profit organization working with producers to enhance and improve their operations sustainability through access to cutting edge information, field research, and new technology.

AGKNOW STAFF



LINDA HUNT
Program Director



CORNELIUS WILLIAMS
Digital Marketing and IT Specialist



KATIE SONGER
Communications Campaign Manager



LINDSAY FLETCHER
Virtual Assistant

AgKnow was established in direct response to the expressed need for mental health support within Alberta's agriculture community. At AgKnow, we provide effective support and evidence-based, practical resources for all Alberta farmers and aim to:

REDUCE
BARRIERS TO SERVICE

DE-STIGMATIZE
MENTAL HEALTH

COLLABORATE AND STRENGTHEN
PARTNERSHIPS WITH GOVERNMENT BODIES, MENTAL HEALTH ORGANIZATIONS, AND AGRICULTURAL STAKEHOLDERS

STAY RELEVANT AND CURRENT
WITH THE ISSUES IMPACTING THE AGRICULTURE INDUSTRY IN ALBERTA

INCREASE RESILIENCY
IN FARMING COMMUNITIES



FOR FARMERS SUSTAINABLE FUTURE



WHAT WE VALUE

- ☀ FOCUSING ON THE FARMER
- ☀ THE IMPACT OF OUR WORK
- ☀ EVIDENCE-BASED SOLUTIONS
- ☀ COLLABORATION
- ☀ RESILIENCY
- ☀ CHOICE



AN OVERVIEW OF

FARMING IN ALBERTA

Alberta is an agricultural powerhouse with the second-largest total farm area (behind Saskatchewan) in the country, making up 32% of Canada's total. Alberta reported a total farm area of 49.2 million acres in 2021.

In 2021, farms classified as oilseed and grain accounted for the largest total farm area in the province, with 46.4%. This was followed by farms classified as beef and feedlots (36.9%) and other crop farms (7.9%). Alberta has more than a quarter of Canada's field crop area.

In 2021, farms in Alberta reported 25.6 million acres of hay and field crops. The province accounted for 27.6% of Canada's field crop and hay area. The three biggest crop contributors in Alberta were canola, spring wheat, and barley. Alberta was the top grower of barley in Canada and grew the second-highest number of acres of canola and spring wheat.

With 57,605 farm operators working on 41,505 farms in 2021, Albertan farmers made up only 1.3% of the population. The average age of farm operators in Alberta is 56.5 years old.

**FARMS IN ALBERTA
CAN BE DIVIDED INTO**

46.4%
OILSEED & GRAIN

36.9%
BEEF & FEEDLOTS

7.9%
OTHER CROPS

POPULATION OF ALBERTA
4,262,635

FARM OPERATORS
57,605
IN ALBERTA

AVERAGE AGE
OF FARM OPERATORS
56.5

ONE
OUT OF EVERY 100
ALBERTANS IS A FARMER



FARMS IN ALBERTA

41,505

TOTAL FARM AREA

49.2 MILLION

ACRES OF CROPLAND & PASTURE

COMPRISING

32%

OF CANADA'S TOTAL FARMLAND

NET FARM INCOME IN 2021

\$5.96 BILLION

AGRI-FOOD INDUSTRIES CONTRIBUTED

\$11.2 BILLION

TO ALBERTA'S GDP IN 2022



Alberta has the second-highest rate of succession planning in Canada with 14% of farms in Alberta reporting a succession plan in 2021. By comparison, 12% of farms in Canada reported a succession plan. In 2021, farms in Alberta accounted for more than a quarter (25.4%) of Canada's share of farms that reported a succession plan.¹

**IT IS ESTIMATED THAT 75% OF
CANADIAN FARMS WILL NEED TO
CHANGE HANDS IN THE NEXT 10 YEARS.**

¹ Source: <https://www150.statcan.gc.ca/n1/pub/96-325-x/2021001/article/00009-eng.htm>

A CASE STUDY IN FARM MENTAL HEALTH RESPONSE

THE ONTARIO APPROACH

In Ontario, farm families and employees now have access to the Employee Assistance Program (EAP) delivered by Telus Health. A farm-specific phone line connects callers to farm-informed clinicians if available, with the option to direct callers for crisis support. Currently 25-30% of farm callers require crisis intervention, far exceeding the normal expected rate of 2-3%. Despite functioning since 2022 without a comprehensive communications strategy, recent funding to the Canadian Mental Health Association (CMHA) Ontario has led to a steady increase in service use. Notably, farmers are not always able to connect with a farm-informed clinician, and the province pays Telus on a per-farmer basis regardless of the number of users. The CMHA coordinator actively engages with Telus clinicians about the current stressors faced by the industry.

Education and knowledge transfer is the most effective way to overcome stigma. CMHA Ontario has established a network comprising about 40 health promotion facilitators, although realistically 10 are currently active. Their primary task is to administer "In the Know," a four-hour mental health literacy course developed by the Canadian Centre for Agricultural Wellbeing (CCAW) at the University of Guelph. The government currently funds CMHA Ontario to oversee the coordination of "In the Know" training delivery, which has seen significant uptake from farm boards and delegates. Over the past year, they have trained around 60 individuals, with more than half of the sessions being conducted virtually, and have set a target of reaching 100 participants in the upcoming year. Three full-time staff are dedicated to promotion, active engagement with agriculture industry businesses and associations, and the responsibility of scheduling and contracting regional CMHA health promotion facilitators to deliver the training locally.

Finally, CMHA Ontario has adapted a successful suicide prevention program from Quebec known as the Sentinel program. Ontario's Guardian Network trains volunteers who are frequently in contact with farmers with strategies and tools to identify when someone is struggling with their mental health and connect them with appropriate services. There are 220 Guardians spread throughout the province.

Currently, CCAW is developing and testing a farm culture course for health care and mental health professionals and is piloting it in Ontario.





FARMS IN ONTARIO

48,346

TOTAL FARM AREA

11.8 MILLION

ACRES

COMPRISING

7.7%

OF CANADA'S TOTAL FARMLAND

NET FARM INCOME IN 2021

\$2.28 BILLION

FARM OPERATORS

67,390

IN ONTARIO



ONE

OUT OF EVERY 212
ONTARIANS IS A FARMER



POPULATION OF ONTARIO

14,223,942

THE LANDSCAPE OF

FARM MENTAL HEALTH IN ALBERTA

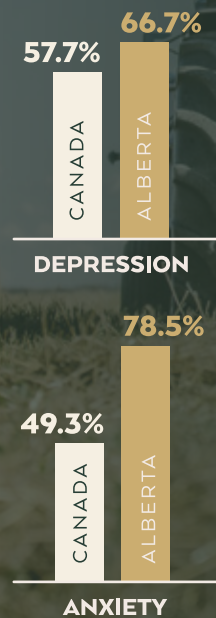
Research shows that farmers commonly struggle with depression and anxiety, and are at a high risk of suicide. According to a national study of 1,132 farmers in 2015-16, Dr. Andria Jones-Bitton and colleagues at the University of Guelph found that 35% of Canadian farmers experienced depression, 57% experienced anxiety, and 45% reported high stress. All these values were higher than those reported by the general population.

In 2023, Dr. Rebecca Purc-Stephenson of the University of Alberta led a survey on the rate of stress, mental outcomes, and coping strategies among Alberta farmers. The goal of this research was to gain baseline knowledge of the state of mental health in Alberta farmers and to have data that can be compared to the findings of national farmer mental health research.

Preliminary results from the study show that Alberta farmers are aligned with the rest of the country in terms of mental health challenges. The final results of this study are to be published this spring, and there may be deviation in those results due to further analysis.

- **Depression among farmers** The survey found that 66.7% of Alberta farmers experienced mild to severe symptoms of depression, compared to 57.7% of farmers in national data collected in 2021.
- **Anxiety among farmers** While national data in 2021 found that 49.3% of farmers experienced symptoms of anxiety, 78.5% of Alberta farmers reported experiencing mild to severe symptoms of anxiety, a significantly higher percentage.
- **Burnout among farmers** Burnout, the result of too much stress, is characterized by exhaustion (feeling overextended, depleted emotionally, physically tired), cynicism (disengaged, negative, withdrawn from the job, resentful), and feeling unproductive (low self-evaluation, seeing yourself as ineffective). Alberta farmers reported higher rates of burnout compared to both the national data on farmers and general population norms.
- **Resilience among farmers** While Alberta farmers reported higher rates of resilience compared to the national data on farmers, this was still lower than the general population norms across Canada.

ALBERTA FARMERS REPORTED HIGHER RATES OF BURNOUT



The top five stressors as identified in this study (most to least stressful) are:

0.1 UNEXPECTED WORK DISRUPTIONS

Dealing with bad weather, equipment breakdowns, time pressure, lack of manpower

0.2 FARM AND FINANCIAL PLANNING

Getting loans, planning for retirement/transition

0.3 REGULATIONS AND PUBLIC PRESSURE

Environmental regulations, policy changes, public perception of farming

0.4 OCCUPATIONAL HAZARDS

Operating machinery, handling chemicals

0.5 ISOLATION

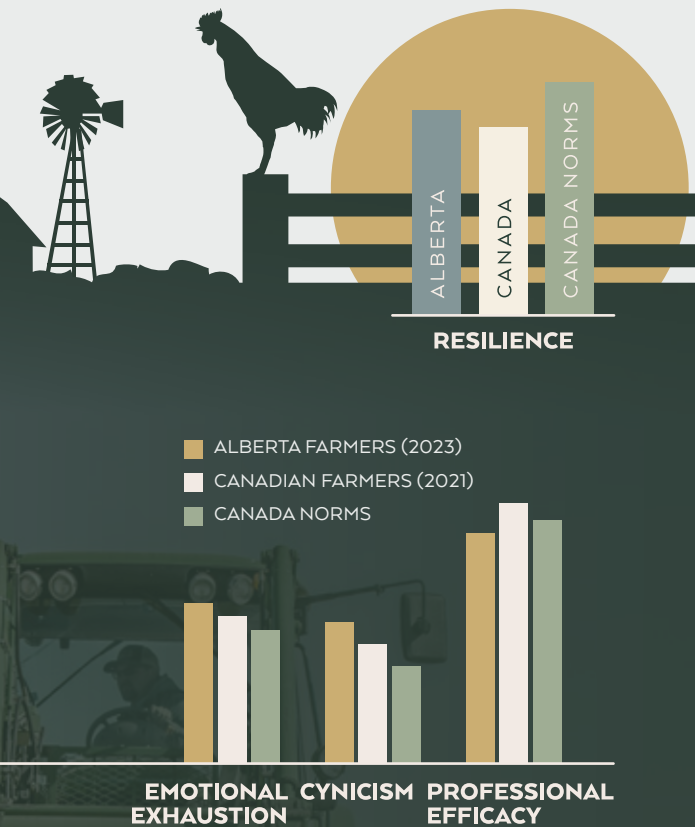
Lack of close neighbours, distance to shopping centres

It is worth highlighting that the three highest stress categories are all outside of the farmer's control, whereas the last two stressors have always been inherent to farming and rural life (albeit not as burdensome as they are presently).

The study also identified common coping strategies among farmers. These are mostly distraction and escapism strategies that help them to manage their emotions and gives them a cognitive break from the stress. They rarely engage in therapy. The top barriers to seeking help are stigma/pride, time, lack of access to service, and lack of awareness.

The preferred methods of receiving support reported are as follows, from highest to lowest:

1. Professional, in person
2. Another farmer/peer
3. Internet resources with tips/advice
4. Professional, telephone or online; a family member (tied)
5. Self-directed help/app
6. Religious leader/pastor



66.7%
EXPERIENCED MILD TO SEVERE SYMPTOMS OF DEPRESSION

78.5%
EXPERIENCED MILD TO SEVERE SYMPTOMS OF ANXIETY



A CASE FOR FARM TRANSITION

It is well established that farm transition is an ongoing concern and, despite multiple efforts to increase adoption and engagement from farmers, significant barriers remain. Finding the right professional is confusing and difficult, there is no provincial coordination of farm transition resources and services in Alberta, and there is a need for professional development supports to ensure a new generation of farm transition specialists is entering the workforce.

THE ALBERTA APPROACH TO FARM MENTAL HEALTH

METRICS OF SUCCESS

GOAL • REDUCE BARRIERS TO SERVICE

In 2021, the Canadian Psychological Association reported that in rural communities, the ratio of psychologists to population was one psychologist for every 28,500 people, whereas in urban communities, the ratio was one psychologist for every 3,848 people.²

Farmers often encounter significant barriers to accessing mental health services. Some of the primary obstacles farmers face are the distance from mental health services, the relative scarcity of resources, lengthy wait times, unpredictable working hours that hinder keeping appointments, and practitioners who do not understand agriculture. Additionally, the financial burden associated with therapy services presents a significant barrier, as farmers prioritize investing in their operations over personal well-being.

To address these challenges, the AgKnow initiative has identified and promoted farm-informed counsellors and therapists through the development of the AgKnow Therapist Network (ATN) and has piloted a free session program. The AgKnow Professional Network is made up of agriculturally informed and connected practitioners across Alberta. Information on each member of our network is available on our website, and each member bio includes detailed information regarding service areas, areas of specialty, and connection to agriculture. Therapists can be contacted directly through their individual inquiry forms on our website.

Our current free sessions pilot program covers up to two free counselling sessions for farmers, their families, farm employees, veterinarians, and registered veterinary technicians, which will be bumped up to four free sessions in 2024. The purpose of the pilot is to reduce barriers to farmers trying therapy supports and try to establish a baseline for the amount of counselling services needed to meet the demands of the industry. Adoption in Alberta, like the other provinces, has been slowly increasing over time, but as of yet a baseline for how much the services are needed has not been established. Activities that address stigma and increase awareness are still needed, as well as a consistent funding model to make the service reliable.

² House of Commons, AGRI, Evidence, 1st Session, 42nd Parliament, 22 November 2018, 0950 (Karen R. Cohen, Chief Executive Officer, Canadian Psychological Association).

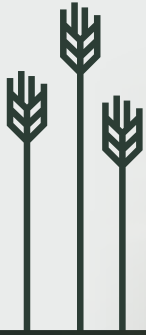


KEY HIGHLIGHT

Since AgKnow's launch, 17 agriculturally-informed therapists and counsellors have provided free 34 mental health sessions to 18 farmers.

“A LOT OF TIMES THE ONLY ONES WHO UNDERSTAND US ARE OTHER PRODUCERS.”

Sean Stanford, Southern Alberta farmer³



WHY FARM-INFORMED THERAPY MATTERS

Between November 2021 and April 2022, AgKnow conducted a needs assessment of farm mental health in Alberta. One of our findings was that health care providers and mental health professionals do not understand farm culture, which results in a breakdown in patient-provider communication and delays in farmers seeking care.

In many rural settings, general practitioners are the first point of contact, but they may not be equipped to assess or address mental health issues. Farmers report they often delay seeking care because they feel providers do not understand farm culture and farm stressors well, which is supported by research (e.g., Hagen et al., 2020). Farmers are more likely to connect with health care providers when they reach crisis/breakdown.

Cultural competence refers to an understanding of cultural knowledge and “encourages clinicians to consider clients’ cultural background in every stage of treatment, including intake, assessment,

conceptualization, and the delivery of intervention strategies,” as described by clinical psychologist Monnica T. Williams in *Psychology Today*.

“Cultural competence makes health care services more accessible and effective for people of different cultural backgrounds. It reduces the risk of misdiagnosis, improves compliance with therapy, and decreases health care disparities,” Williams states.

While cultural competence is often used in addressing systemic racism in health care, it can also be applied to the care of individuals in communities that often feel separate from or misunderstood by the public, such as rural and agricultural communities. If a therapist or counsellor understands the community, culture, and environment in which an individual lives and works, there is a greater opportunity for connection and support.

³ House of Commons, AGRI, Evidence, 1st Session, 42nd Parliament, 2 October 2018, 1010 (Sean Stanford).



THE ALBERTA APPROACH TO FARM MENTAL HEALTH

REACHING THE COMMUNITY

GOAL • DE-STIGMATIZE MENTAL HEALTH

Many farmers opt to leave their mental health symptoms unaddressed. A study revealed that nearly 40% of farmers indicated they would be unlikely to seek help for their mental health. Consequently, some farmers may ignore their symptoms while others try to 'tough it out' and hope things will improve on their own. However, without intervention, mental health symptoms are unlikely to improve on their own. Instead, they often exacerbate over time, potentially leading to the development of more severe mental illnesses.

The stigma surrounding mental illness perpetuates the misconception that mental health struggles are rare or shameful. Yet, recent research in Canada suggests that nearly 50% of Canadians will experience a mental health issue by the age of 40. Farmers living with mental health issues often internalize negative assumptions about themselves, leading to self-isolation and decreased self-esteem. Furthermore, farmers are concerned that they will be publicly judged for their lack of competency as farmers and,

in turn, receiving treatment will potentially jeopardize their ability to secure bank loans and other business opportunities integral to farm operations.

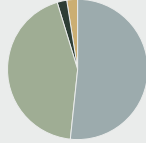
In 2023, AgKnow made a concerted effort to combat both mental health stigma within the agricultural community and to address the lack of agricultural competency within mental health industry professionals. AgKnow created a series of farm mental health presentations that were adapted to specific audiences and delivered in community. Our approach is to be ready and willing to build awareness of mental health supports, services and approaches in the context of current concerns of the industry. For 2023, resiliency in the face of drought, flooding and wildfires was the most requested topic. We adapted our series of presentations to fit the various audiences and delivered as many as we could. Audiences remarked that the farmer's voice was the most effective in delivering sensitive topics. They asserted that stigma is most effectively tackled when conveyed by farmers themselves using their past lived experiences within the community.

We also attended trade shows, wellness fairs, and conferences to reach farmers and the businesses and community members they connect with. Messages delivered in these community events were amplified through social media marketing campaigns and mainstream agriculture media outlets. Feedback from stakeholders and the network found that they like how products are customized for the local context and the focus on addressing current concerns and situations.

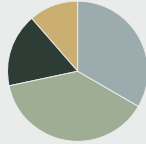


KEY HIGHLIGHT

In 2023, AgKnow held more than 30 workshops and webinars and reached more than 1,600 farmers and therapists.



14 VIRTUAL EVENTS REACHING **493 PEOPLE**



17 IN-PERSON EVENTS REACHING **1192 PEOPLE**

- MENTAL HEALTH/HEALTH CARE
- FARMERS/AG INDUSTRY
- COMBINED
- GOVERNMENT

MEDIA COVERAGE **6 INTERVIEWS**

↑ WEBSITE ↗
9,200
 UNIQUE VISITORS
13,200
 VISITS
29% INCREASE*

↑ NEWSLETTER
789
 SIGN-UPS
13
 SENT
CONSISTENT GROWTH

↑ FACEBOOK
23.3K
 IMPRESSIONS
807
 ENGAGEMENTS
210% INCREASE**

↑ INSTAGRAM
1.1M
 IMPRESSIONS
338
 ENGAGEMENTS
33.8K% INCREASE**

↑ X (TWITTER)
4852
 IMPRESSIONS
40
 NEW FOLLOWERS
INCREASING**

↑ LINKED-IN
7.5K
 IMPRESSIONS
555
 ENGAGEMENTS
704% INCREASE**



HOW ARE YOU, REALLY?

WATCH THE AGKNOW VIDEO

*From February 2023 – 2024 **From August 2023 – February 2024

THE ALBERTA APPROACH TO FARM MENTAL HEALTH

STRONGER TOGETHER

GOAL • COLLABORATE AND STRENGTHEN PARTNERSHIPS WITH GOVERNMENT BODIES, MENTAL HEALTH ORGANIZATIONS, AND AGRICULTURAL STAKEHOLDERS

In *Mental Health: A Priority for our Farmers, Report of the Standing Committee on Agriculture and Agri-Food*, Andria Jones-Bitton highlighted the absence of a national strategy for farmers, emphasizing that duplicative efforts were undermining the effectiveness of initiatives aimed at addressing farm mental health. In this same report, Bob Guest, Chairman of the Canadian Farmers with Disabilities Registry, reported that the sooner an intervention, the greater the chance that the persons concerned will go back to farming.⁴

In 2023, as part of AgKnow's commitment to building mental health capacity among farmers and agricultural communities, we focused on identifying existing resources within the mental health landscape in Alberta that could be mobilized to help farmers in times of crisis. To augment the AgKnow network of counsellors made up of private practitioners who have limited ability to take on clients, we have partnered with Counselling Alberta (refer to page 21) and EaseCare, a virtual mental health clinic covered by Alberta Health Services, to enhance therapy accessibility for rural Albertans. These services provide province-wide counselling to all Albertans, and AgKnow is pleased to endorse them on our platforms, particularly for farmers in rural areas.


In Southern Alberta, we identified FCSS.ca Farm Family Counselling as a key partnership in our network. They provide multiple free sessions to residents in Lethbridge County, Warner County, and MD of Taber, including many of the towns and villages. Their team comprises experienced counsellors who serve 16 predominantly agriculture-driven rural communities. Several counsellors have roots in farming communities themselves and possess expertise in assisting low German Mennonite, Spanish-speaking, and new Canadian individuals and families.

We have been actively working to increase the capacity and competency of a network of rural farm-informed therapists that are ready and able to provide emergency *(Continued on page 22)*



KEY HIGHLIGHT

In 2023, AgKnow developed partnerships with Counselling Alberta, EaseCare, and Farm Family Counselling (FCSS.ca) to build mental health capacity in rural Alberta.



“ONE IN FIVE OF US WILL HAVE A MENTAL HEALTH PROBLEM IN ANY GIVEN YEAR AND, BY THE TIME WE TURN 40, HALF OF US WILL HAVE EXPERIENCED A MENTAL HEALTH PROBLEM.”

Counselling, Alberta



COUNSELLING ALBERTA

Counselling Alberta is a non-profit that provides province-wide online and in-person counselling programs in response to the growing need for mental health services across Alberta. With the support of the Government of Alberta, they provide farmers with quick access to highly effective counselling without financial barriers.

Services are online in rural and remote areas and can be accessed in person in select cities including Edmonton, Lethbridge, Grande Prairie, Red Deer, Fort McMurray, and Medicine Hat.

Counselling Alberta is the provincial outreach of the Calgary Counselling Centre, and since 2020 they have delivered more than 100,000 hours of counselling to individuals, couples, families, children, and youth with client results being equal to or more effective than in-person counselling. Online counselling addresses common barriers such as scheduling, mobility, and stigma.

Through this partnership we work to increase awareness of services available right now to rural communities and increase the understanding of the current concerns in the farming community specifically. Counselling Alberta will be tracking the number of farmers who access their services, directing farmers to therapists who are farm informed, and staying engaged with AgKnow on current concerns impacting the agriculture industry.



(Continued from page 20) recovery support after traumatic events like floods, fires, devastating drought, and livestock disease outbreaks. Several organizations have expressed interest in collaborating, with diverse approaches ranging from possible inclusion in a community-based support list for farm crisis recovery, co-developing farm-informed training material for mental health professionals, sharing ideas to catalyze broad systemic changes, to providing financing support for current and future initiatives. We anticipate announcing new partnerships in 2024.

Continued investment in programs that prioritize the mental health and well-being of those working in our agricultural sector is crucial. In late 2023, the Government of Alberta announced more than \$380,000 in additional funding provided through

the Sustainable Canadian Agricultural Partnership (Sustainable CAP) to support evidence-based mental health programs, tools, and learning resources to help farm families and farming communities thrive.

We are also grateful to our current partners who have provided financial support to AgKnow: **Alberta Canola, Alberta Cattle Feeders, Gulls Give Foundation, and G3 Canada Limited.** Funds generated from corporate partnerships and individual memberships are essential for providing the matching needed for our grants and subsidizing the ongoing maintenance costs for the website and staff not covered by grant funding. These organizations are ensuring that Alberta's farming communities have the necessary resources and tools available when they need them the most.



KEY HIGHLIGHT

Our oldest corporate partners Alberta Canola, and Alberta Cattle Feeders' Association were joined by new partners Gulls Give Foundation and G3 Canada.



“AGKNOW IS AN INCREDIBLE ORGANIZATION THAT PROVIDES FARMERS WITH OPPORTUNITIES, RESOURCES, AND SUPPORT, AND FCSS IS PROUD TO COLLABORATE WITH THEM TO PROVIDE SUPPLEMENTARY SERVICES AND SUPPORTS TO RURAL RESIDENTS IN OUR SERVICE AREA.



AgKnow has provided our staff with training, insight, and an opportunity to learn more about farmer mental health. We are so grateful for this partnership, and we are excited to see it continue to flourish and grow over time. AgKnow is a vital partner, and we appreciate their commitment to the wellbeing of our rural communities.”

Kaitlynn Weaver, MA, Outreach
Services Supervisor, Family and
Community Support Services

THE CIRCLE OF CARE SUMMIT

In November 2023, we participated in the inaugural Circle of Care Summit alongside 23 other organizations dedicated to mental health in agriculture. We extend our gratitude to the Canadian Centre for Agricultural Wellbeing (CCAW) and Do More Agriculture for the invitation to this significant event. The Summit fostered meaningful discussions and shared aspirations for the wellbeing of our agricultural community.

KEY TAKEAWAYS:

We gained valuable insights into the collective impact of various organizations, highlighting the strength in our collaborative efforts.

Exploring the challenges we face allowed us to recognize them as opportunities for improved support.

The Summit provided a platform to explore collaborative opportunities, emphasizing the power of unity in creating a robust circle of care.

The Summit was more than just a meeting; it was a testament to what we can achieve when we unite for a common cause. The conversations had, the connections made, and the strategies discussed have set the stage for a brighter future in agricultural mental health.

THE ALBERTA APPROACH TO FARM MENTAL HEALTH

FOCUSED ON THE FARMER

GOAL • STAY RELEVANT AND CURRENT WITH THE ISSUES IMPACTING THE AGRICULTURE INDUSTRY IN ALBERTA

No two years of farming are ever the same. In the 2023 farm input price review published by the Government of Alberta, Azam Nikzad, market analyst and coordinating researcher, explains “the farm input market has faced many challenges in recent years, from logistical hurdles and labour market disruptions to interruptions in the production of base inputs for manufacturing, congested delivery channels, rising wages, global supply concerns and escalating transportation costs. This unprecedented confluence of challenges had tangible impacts on the escalation of farm input prices.”

The nationwide Farm Inputs Price Index confirms this trend, indicating that Canadian farmers encountered a significant increase in production costs, nearly one-fifth higher when comparing the second quarter of 2022 to the corresponding period in the previous year. Alberta's farmers ranked third nationally, experiencing a 19.2% rise in costs. Issues such as inflation, climate change, and drought readiness further compound the challenges for farmers on an annual basis, changing from year to year.

HIGHLIGHTING THE KEY TOPICS

One of AgKnow's most valuable assets is our strong connection to the farming community as they encounter stressors throughout the season. By amplifying the voices of farmers, we offer valuable insights and perspectives to mental

health and healthcare professionals, enriching their understanding and effectiveness in serving rural populations. For instance, the depopulation of livestock due to diseases such as Chronic Wasting Disease in cervids, Avian Influenza in poultry, or African Swine Fever in pork can have distressing psychological impacts. This situation has the potential to become a crisis event for Alberta producers, veterinarians, public health officials, and other decision-makers involved in depopulation efforts.

In early November, we collaborated with the Alberta Poultry Industry Emergency Management team to organize a webinar featuring Dr. Elizabeth Strand, the founder of the Foundation of Veterinary Social Work at the University of Tennessee. During the webinar, Dr. Strand presented the Animal Depopulation Resiliency Check-In Tool (ADRCT), a five-question public health protocol for stakeholders who are preparing for, participating in, and recovering from animal depopulation. Despite depopulation not being previously acknowledged as a concern within the mental health community, the increased focus on this topic has elevated its significance with counsellors. Of note, a small number of counsellors on the AgKnow professional network have first-hand experience with depopulation, an asset in helping stakeholders through the process.

AGKNOW INDUSTRY ADVISORY COMMITTEE

AgKnow has established an Industry Advisory Committee (IAC) to provide guidance and advice for the development of farm-specific mental health resources and services through Alberta's Farm Mental Health Network initiative. Composed of representatives from collaborating partners, stakeholder groups, and members at large with a preference for members with direct farm experience, the IAC serves to provide strategic direction and crucial feedback on the AgKnow initiative and bring to the table their collective wisdom and connections.

Three topics have come to the surface during the needs assessment and through our ongoing engagement with the agriculture industry stakeholders and partners:

- Increased capacity to support livestock farmers and veterinarians during a depopulation event
- Increased use of mental health and agriculture professionals to assist with farm transitions
- Increased suicide prevention and awareness and adoption or creation of programs to support people impacted by suicide in rural areas.

These three topics continue to be the focus of the activities of AgKnow and provide the structure for ongoing work.



ROSS BEZOVIE

Director, Alberta Chicken Producers



ROBERT CHRENEK

Representative, Agricultural Service Board Provincial Committee



CARLEY FRERICHS

Alberta Egg Producers



ALAN HALL

Executive Director, ARECA



ART LANGE

President and Consultant, AJL Consulting



FRED MERTZ

Farm Transition Consultant, Fred Mertz Professional Corporation



LEANNE PHARIS

Board Member, ARECA



JESSICA TUROWSKI

Project Manager, CMHA/Rural Mental Health Network



JOEL BOKENFOHR

Business Advisor, Farm Credit Canada (FCC)



MICHAEL FEDUNEC

Counselling Services Supervisor, Counsellor, FCSS Coaldale



MIKE FROESE

Owner, Operator Five Mile Farms



CATHY KEOUGH

Director, Counselling Initiatives Counselling Alberta



KAREN LANGTVED

Veterinary Technician, Farmer



DR. DELORIS PETERS

Manager, Agriculture and Irrigation (AGI) Animal Health Surveillance Unit



DR. MARK REDMOND

CEO, RDAR



JODY WACOWICH

Executive Director, AgSafe

THE ALBERTA APPROACH
TO FARM MENTAL HEALTH

SUPPORT FOR FARM FAMILIES

PRELIMINARY SURVEY RESULTS

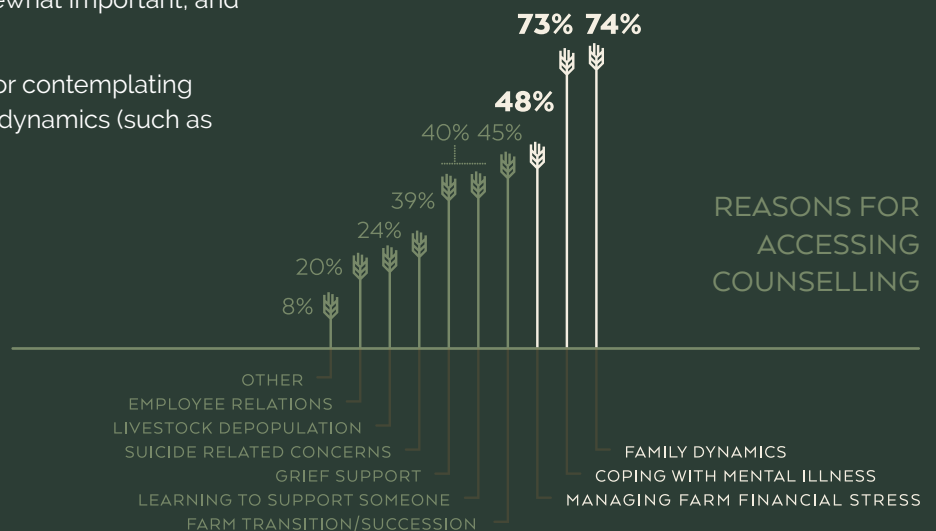
During late 2023 and early 2024, AgKnow conducted an informal survey with the goal of gathering insights to shape the development of mental health initiatives tailored to the needs of the Alberta agricultural community. By February 20, 2024, we had received 168 responses from farmers and various stakeholders of the agriculture community.

Primarily consisting of current or retired farmers (91%), participants were asked about the importance of having access to farm-informed counsellors. These counsellors could either be farmers themselves, grew up on a farm, have trained in agriculture, or have experience counselling farm clients. Results showed 67% found it important, 26% somewhat important, and 7% not important.

The primary reasons for seeking or contemplating counselling services were family dynamics (such as

relationships with spouses, children, and extended family members) and coping with mental illness (like depression, anxiety, or dementia). These were followed by challenges related to managing financial stress on the farm, navigating farm transition/succession, and seeking grief support, respectively.

Respondents who hadn't sought counselling were asked to provide their top three reasons for refraining. The primary hurdle reported was cost, followed by not having enough time during the day and concerns about counsellors lacking an understanding



168

RESPONDANTS

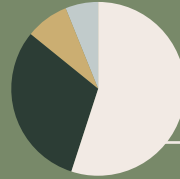
91%

CURRENT OR RETIRED FARMERS

60%

HAD RECEIVED COUNSELLING OR HAD A FAMILY MEMBER WHO DID

WHAT MENTAL HEALTH PROGRAMMING BEST MEETS THE NEEDS OF ALBERTA FARMERS?



55% ALBERTA BASED FARM-INFORMED COUNSELLING

- ALBERTA-BASED FARM INFORMED COUNSELLING (55%)
- COST SHARE INSURANCE PROGRAM FOR MENTAL HEALTH (26%)
- TAXPAYER-SUPPORTED SLIDING SCALE ONLINE COUNSELLING (8%)
- NATIONAL TELUS HEALTH COUNSELLING PROGRAM (8%)

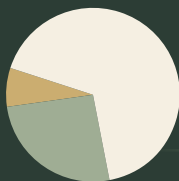
of agriculture. Other barriers noted included privacy concerns, not knowing enough about counselling, and lack of access to counselling services in their area.

Respondents ranked an Alberta-based, farm-informed counselling program as their top option to meet the needs of Alberta farmers (55%). This was followed by a cost-share insurance program for mental health, taxpayer-supported sliding scale online counselling, and the national Telus Health counselling program. Notably, 88% believed that an Alberta-based, farm-informed counseling program better served the needs

of Alberta farmers compared to the national Telus Health Counselling Program. Additionally, 81% considered the Alberta-based, farm-informed counselling program more suitable for Alberta farmers than taxpayer-supported sliding scale online counselling.

The survey requested farmers to evaluate a number of programs supported by the Sustainable Canadian Agriculture Partnership (SCAP). Farmer wellness/mental health came in fourth place, following Crop Insurance (AFSC), Agristability/Agri-Recovery, and Farm Safety, which comprised the top three rankings.

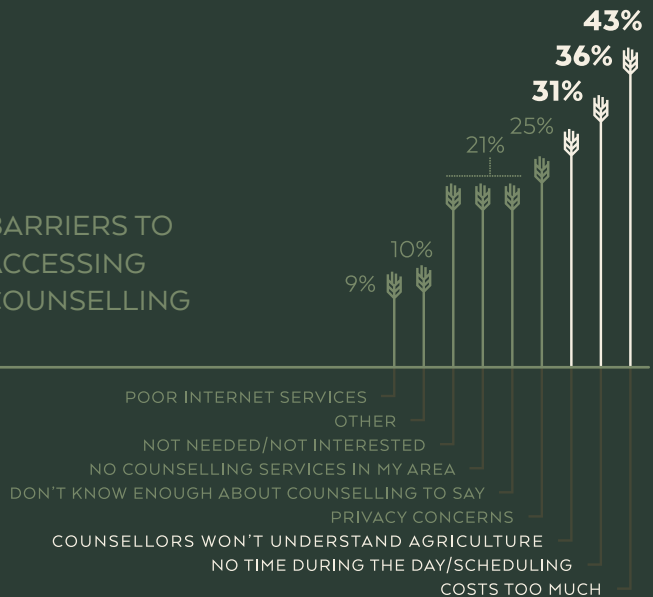
HOW IMPORTANT WAS HAVING A FARM-INFORMED COUNSELLOR?



67% IMPORTANT

- IMPORTANT (67%)
- SOMEWHAT IMPORTANT (26%)
- NOT IMPORTANT (7%)

BARRIERS TO ACCESSING COUNSELLING



THE ALBERTA APPROACH TO FARM MENTAL HEALTH

INCREASING RESILIENCY

GOAL - INCREASE RESILIENCY IN THE FARMING COMMUNITY

Farming and ranching rank among the most stressful occupations, with unique factors potentially leading to poor mental health outcomes, including suicide. Certain factors can increase suicide risk on Canadian farms, including financial uncertainty, barriers to mental health services, isolation, a blurred distinction between work and home life, and easy access to firearms. When multiple risk factors outweigh factors that build resiliency, there is an increased likelihood of suicidal ideation (Sharam et al., 2021). In Canada, farmers experience twice the rate of suicidal ideation compared to the general population. One in four farmers surveyed reported their life was not worth living, wished they were dead, or had thought of taking their own life during the past 12 months (Jones-Bitton et al., 2020). Suicide affects male farmers disproportionately.

In response to concerns from our needs assessment, we've developed training tailored to enhance resilience and mental health support within the agriculture industry. Partnering with Abridge Consulting, we've adapted proven suicide prevention and awareness training for the agriculture industry with the launch of two new courses. Unlike most mental health or suicide prevention training, "*Introduction to Suicide Prevention for Agriculture*" is a concise 90-minute session,

tailored for delivery either in person or virtually, and developed for peer-to-peer dissemination within agricultural community groups. This course is designed to complement longer events. This course is delivered by trained facilitators and can seamlessly complement longer events.

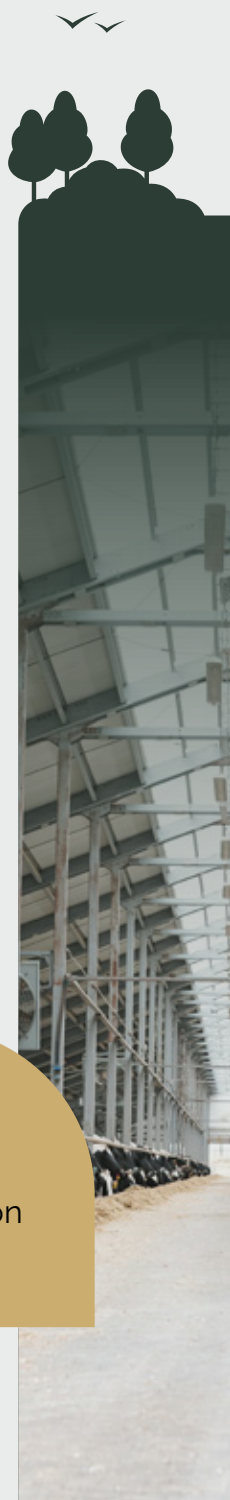
Additionally, we developed *Building a Safer' Ag Community*, a comprehensive program spanning three hours of course material delivered over a week, ideal for corporate settings. This course incorporates highly effective resources from LivingWorks and the Centre for Suicide Prevention. Virtual sessions can be easily arranged through our website or by reaching out to any of our dedicated staff at AgKnow.

Both of these courses foster open discussions and empower community members to engage



KEY HIGHLIGHT

In 2023, AgKnow trained nine facilitators to deliver suicide prevention courses in rural communities.



“OUR GOVERNMENT IS GRATEFUL FOR PARTNERS THAT ARE SUPPORTING MENTAL WELLNESS THROUGH INITIATIVES LIKE AGKNOW. AS ONE OF ALBERTA’S MOST PROMINENT INDUSTRIES, WE ARE COMMITTED TO PROVIDING FARMERS, RANCHERS, AND THEIR FAMILIES THE SUPPORT THEY NEED.”

Dan Williams, Minister of Mental Health and Addictions



in potentially lifesaving conversations by equipping them with the skills to ask tough questions and connect individuals in crisis with available support networks. AgKnow is ready to deliver virtual sessions now, and we are applying for funding support to make in-person sessions affordable in the next year.

It should be noted that one of the obstacles we encounter is the impact of suicide on many rural communities. While there's a widespread acknowledgment of the value of prevention training, there's a reluctance to schedule and promote such events. It seems that personal invitations or mandatory attendance policies may be necessary to kickstart participation.

Alongside our suicide prevention training efforts, AgKnow has collaborated with AgSafe Alberta for the past two years to promote the "In the Know" farm mental health literacy training developed in Ontario. While this training has seen widespread adoption in Ontario, Alberta has faced significant barriers to its implementation. One major obstacle has been the cost associated with in-person train-the-trainer sessions. Additionally, the four-hour duration of the training has proven to be a deterrent for farmers themselves, despite its appeal to professionals and farmer supporters.

We continue to work to investigate stressors impacting farmers such as farm transition and depopulation so we can bring awareness of these issues to the medical community.

LOOKING TO THE FUTURE OF FARM MENTAL HEALTH IN ALBERTA

CHALLENGES & OPPORTUNITIES

DE-STIGMATIZE MENTAL HEALTH

CHALLENGE

Recent Canadian research, including preliminary findings from Alberta, highlights that farmers identify stigma as their primary obstacle to seeking mental health support. Overcoming mental health stigma and fostering trust to address sensitive topics requires sustained investment and the development of personal relationships, often facilitated through in-person community events.

At present, the industry is focused on raising awareness and promoting mental health but is challenged when it comes to achieving widespread adoption. Hurdles include assessing the impact of mental health promotion on farm productivity and knowing the topics and approaches that will engage the desired audience. Additionally, the relatively new introduction of farm-specific mental health supports and services in Alberta makes estimating the demand and required funding a challenge. This uncertainty is compounded by the unpredictable nature of future needs, which are contingent on environmental factors. In times of crisis, such as droughts or wildfires, the shift from awareness to adoption can occur rapidly. As a result, maintaining agility and adequate resources is imperative to effectively adapt to the current situation.

OPPORTUNITY

The increased awareness and compassion around mental health struggles in the broader Alberta society is helping to address stigma in the agriculture industry. While there is still a reluctance to talk openly about sensitive topics like suicide, participants at our in-community events are receptive and engaged. As mental health becomes more normalized within the agricultural discourse, there is a high likelihood that we will continue to receive a growing number of requests for supports and services. Legislative and regulatory emphasis on psychological health and safety, coupled with farmers sharing their stories, helps to incorporate mental health into daily farm life. Staying connected to mental health and health care service providers to encourage growth to meet the increased demand will be key.



“IT’S ESSENTIAL FOR AGKNOW TO CONTINUE BRINGING AWARENESS ON MENTAL HEALTH AND HELP FARM FAMILIES GET THE SUPPORTS THEY NEED TO MANAGE LIFE’S STRESSORS.”

RJ Sigurdson, Alberta Minister of Agriculture and Irrigation



REDUCE BARRIERS TO SERVICE

CHALLENGE

Cost, location, and therapist availability persist as obstacles to providing adequate support to farm clients. Rural municipalities and wellness initiatives have identified that rural counselling options are needed, so there has been a lot of engagement and promotion of our free session program. However, the four free sessions currently offered may still not meet the required duration for effective therapy. Most farms in Alberta are family farms that do not have the extended health plan, so cost remains a barrier particularly for Hutterites,

Feedback from our network indicates that ideally therapists need to be located far enough away to provide anonymity, but close enough to allow for in-person sessions. Most report that they prefer an in-person session to develop trust and then prefer the convenience of virtual sessions. However, therapists in rural areas with farm specialization are rare, so there is a high risk of long wait times or multiple booking attempts. Further recruitment is necessary, but the number of therapists required to meet industry needs remains unclear.

Therapists in rural areas face challenges in finding supportive therapeutic programs and agriculture services for their clients, hindering wrap-around care.

OPPORTUNITY

The free session program provides an opportunity to engage with rural mental health service providers, municipalities, ag business professionals and farmers to come up with innovative solutions to overcome these barriers. Additionally, having a network of therapists engaged with the agriculture industry provides the opportunity for in-community support after a farm-related accident or natural disaster like the current wildfires in the Peace. Recruitment activities, coupled with the free session program, highlight the need and encourage therapists to live rural and specialize in farm issues. Access to therapeutic programs and business support can be improved by hosting a directory of services that can be searched by geographic location.

LOOKING TO THE FUTURE OF FARM MENTAL HEALTH IN ALBERTA

CHALLENGES & OPPORTUNITIES

ADVOCATE FOR RURAL RESOURCES FOR FARMERS

CHALLENGE

At present, there is insufficient investment to provide blanket mental health support and services across rural communities in Alberta, and local short-term grassroots lead initiatives are funded throughout the province. This allows innovative communities to respond to local concerns; however, the unintended consequence is broader provincial strategies struggle for engagement, resources and traction. It becomes difficult for response lines to know how to direct people to services in their area. How can we create a system that has a backbone of basic mental health support that can then refer people to customized local supports?

An additional challenge is there isn't one professional association representing farmers that can advocate for industry-specific mental health supports and services. Alberta farmers are diverse and spread over a large area with diverse priorities so a large investment in communication and engagement activities is required to reach them all. The existing farmer-led associations typically have mandates focusing on agronomic practices and do not consider mental health supports and services as part of their mandates. As a result, it is difficult to encourage the investments needed that will deliver long-term positive change for farmers, their families, employees and the industry and communities where they exist.

OPPORTUNITY

Crisis situations such as droughts, wildfires, or depopulation offer opportunities to start conversations about mental health and support services. Recent situations are prompting agricultural associations to consider integrating mental health and wellbeing supports into their strategies. Municipalities and other industry partners are hearing from their ratepayers and clients and are looking for ways to respond. In addition, ongoing health care reform provides another opportunity to integrate rural mental health into the broader health care system. The momentum to develop and implement e-mental health strategies provides an opportunity to broaden the reach of services typically only available in urban centres. Leadership is needed to bring partners together and develop a strategy that will connect rural communities and services to the opportunities that are coming online.



“Our farmers and their families face unique demands and challenges as they work to feed Canada and the world.

IT’S VITALLY IMPORTANT THAT WE CONTINUE TO INVEST IN PROGRAMS THAT SUPPORT THE MENTAL HEALTH AND WELL-BEING OF FOLKS WORKING IN OUR AGRICULTURAL SECTOR.”

Lawrence MacAulay, Federal Minister of Agriculture and Agri-food



ENGAGE FARM-INFORMED SUPPORTS

CHALLENGE

Agriculture is a unique industry that is served best by professionals who have lived agriculture experience. It is also an industry that is increasing in age and declining in numbers. Keeping a good supply of farm informed professionals with lived experience is a challenge. The blurred lines between work and life on the typical farm mean that nearly every business decision has direct implications on family relationships. Having farm informed professionals that understand and respect this balance is essential to outcomes that result in viable multigenerational farms that contribute to thriving rural communities.

Research has shown that having a written business plan is a good strategy for improving wellbeing of farm operators. Agriculture business professionals are often challenged to have the kind of conversations needed to navigate family relationships and to create business plans. Therapists are challenged to know how to support clients that are struggling with business planning. How can we connect the two types of professionals for better referrals and support?

OPPORTUNITY

Both the farm-informed therapists and the ag business professionals that are engaged with AgKnow are interested in exploring the concerns challenging farmers and the industry at a deeper level with the intention of being better positioned to offer farm specific approaches. Creating opportunities for both types of professionals to explore and share insight on mutual topics of interest we feel will lead to greater ability to provide appropriate referrals and increase overall wellbeing. Key learnings and stories from these activities could potentially be captured and made available as learning resources for new professionals looking to specialize in agriculture.

Based on our research and interactions within our network, it's evident that farmers tend to seek support from someone who understands the pressures of farming. Enhancing collaboration between the agriculture industry and healthcare professionals can improve support for farmers and veterinarians. Sustained communication with farmers regarding their ongoing challenges is essential for perpetuating discourse around their mental health requirements.

LOOKING TO THE FUTURE OF FARM MENTAL HEALTH IN ALBERTA

CHALLENGES & OPPORTUNITIES

INCREASE RESILIENCY IN FARMING COMMUNITIES

CHALLENGE

There has been low adoption of mental health-related training by the agriculture industry, particularly farmers, who tend to not participate in long training sessions due to time constraints. Participants interested in taking the farm-adapted training tend to be those supporting or wanting to support farmers, and they are interested in learning how the training is adapted for the farmer audience.

The delivery model that seems to work in western Canada is shorter one-hour to 90-minute courses delivered at industry events traditionally attended by farmers. There are several farm mental health courses being developed, but so far, none are delivered in this format.

The geographic area for delivering training in Alberta is extensive and so far, there doesn't exist a network of health promotion professionals to deliver local training sessions, so the cost of delivery is a barrier. A significant number of farmers have off-farm employment, so it is likely they have had some training already.

OPPORTUNITY

Feedback through our network indicates that the industry and farmers are warming up to the idea of increasing mental health capacity through training. Developers of the training seem willing to work with us to adapt current offerings to fit the Alberta context, and there is good interest by mental health professionals and farmers with lived experience to deliver training in-community. There also seems to be interest by corporations and businesses to invest in activities that promote community resiliency. We are optimistic the financial barriers can be overcome for event delivery and we have the community engagement needed to get uptake.



WITH GRATITUDE

To the volunteers who did the audio recordings
for our suicide prevention courses:

Doreen Blumhagen (Organizer)

Josh Blumhagen (Editor)

Joanne McMahon (Voice of Jodi) – Galahad, AB

Don Sisson (Voice of Steve) – Castor, AB

Edward Reis (Voice of Dustin), Castor, AB

Richard and Beth Elhard (Voices of Jeff & Wilma) – Castor, AB

Jaymi Rausch (Voice of Nancy) – Halkirk, AB

Shannon Blumhagen (Voice of Cody) – Halkirk, AB



To the actor in our “How are you, Really?” video – Peter Kuelken



To past staff who have graced us with their contributions
and passion – Dani Groenveld and Crystal Fullerton



We are especially grateful for the outpouring of
community support behind AgKnow. The time and
resources donated by volunteers have been essential
to helping reach the farming community.





SUPPORT
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AGKNOW

ALBERTA FARM MENTAL HEALTH NETWORK

Alberta Farm Mental Health Network www.agknow.ca

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July 9, 2024

Project No. 0048-0501

Mr. Paul Poulin, Manager
Evergreen Regional Waste Management Services Commission
Box 3
Lafond, AB
T0A 2G0

RE: Response to AEPA: 2023 Compliance Inspection of Smoky Lake Landfill

Dear Mr. Poulin,

This letter has been developed as a response to the Alberta Environment and Protected Areas (AEPA) letter dated May 29, 2024 regarding their compliance inspection (the 'Inspection') of the Smoky Lake Landfill (herein referred to as the 'Facility') conducted on December 12, 2023 (included in **Appendix A**). The Facility currently operates under Registration number 00227604 (issued February 24, 2006).

The letter summarizing the Inspection was received by the Evergreen Regional Waste Management Services Commission (Commission) on May 29, 2024 and AEPA requested that a response to the letter be submitted by July 9, 2024. As the firm providing environmental and engineering consulting services to the Commission with regard to the Facility, Omni-McCann Inc. (Omni-McCann) has prepared this response on the Commission's behalf with information provided by the Commission Manager.

The Inspection was conducted by AEPA Environmental Protection Officers Meagan Tungate and Edward Furler. Facility representatives Dave Franchuk and Scott Adamson also attended the inspection. As per AEPA, the purpose of the Inspection was to:

- *"Evaluate compliance with the terms and conditions of the Authorization that were reviewed at the time of inspection.*
- *Education/ Awareness of the registration and Code of Practice for Landfills.*
- *Inspect the Facility and follow-up on actions required from inspection."*

AEPA's Inspection report identifies each section as relating to a relevant section of the Code of Practice for Landfills (COP) or Waste Control Regulation (WCR) and identifies each section as Compliant, Non-Compliant, or Other. A summary of required follow-up is provided on the first and second pages of the report as summarized below:



- Matter #1
 - COP – Monitoring and Reporting Requirements – S.6(11): Groundwater samples failed to meet performance standards.
 - COP – Monitoring and Reporting Requirements – S.8(3): Where groundwater samples fail to meet the performance standards, notification required and implementation of plan.
 - COP – Monitoring and Reporting Requirements – S.11: No contraventions have been reported for this registration.
- Matter #2
 - COP – Records – S.10(1): Review and update Operations plan from 2003. Failure to include all requirements of the annual report.
- Matter #3
 - COP – Operations Plan – S.7(2): Failure to maintain and implement operations plan. Number of non-inert items identified in the class III landfill during inspection. Emergency response program is not complete, remediation program for groundwater and plan for management of gas required. Determine if cell 1 and 2 are at final capacity for closure.
- Matter #4
 - COP – Operations – S.7(1)(a): Not enough topsoil onsite for landfill closure. No offsite topsoil stockpiles reserved for closure.
- Matter #5
 - COP – Operations – S.7(14): Some required information on signage is absent.
- Matter #6
 - COP – Operations – S.8(4): Repair or replace groundwater monitoring wells prior to next sampling event to ensure representative sampling.
- Matter #7
 - WCR – Operations – S.26: Requirement to notify the Director and adjoining property owner prior to each burn.

This response will focus on the items requiring follow-up, and other matters not deemed compliant where a response is considered warranted

The Commission wishes to note that the Inspection and subsequent letter will be used as an educational tool to guide the Facility operators on the requirements of the Facility's registration and the COP. The Commission promotes open and frequent communication with AEPA Inspectors and would welcome discussions which could improve this process.

MATTER #1

SUMMARY OF AEPA COMMENTS

Three non-compliant items were identified by AEPA tied to Matter #1 as summarized in the table below.



COP Section	COP Wording	AEPA Comments
6 (11)	<i>Throughout the active life and post-closure period of a Class II landfill, the groundwater quality shall meet the performance standards listed in Table 1 in the uppermost formation or formations at the points of compliance.</i>	MW-04-02 , July 23, 2020, =624 mg/L. Exceedance of the performance standards not reported. Groundwater samples in 2021 and 2022 had results trending down and went back under the performance standard.
8(3)	<i>Where groundwater at the landfill fails to meet the performance standards set out in section 6(11), the person responsible shall notify the Director and shall implement the groundwater remediation plan developed under section 7(2)(d).</i>	Contravention for groundwater sample failing to meet performance standard was not reported in 2020. No evidence of the presence of a groundwater remediation plan or actions to implement one.
11	<i>The person responsible shall immediately report any contravention of this Code to the Director. (403) 422-4505/1-800-222-6514</i>	No contraventions have been reported. Going forward, when the registration holder is aware of non compliances, it is required to report them as soon as possible.

COMMISSION RESPONSE

The Facility is owned and managed by Smoky Lake County under the Direction of the Commission. Facility (County) personnel were informed of the requirement to report the exceedance by the Commission and Omni-McCann following observation of analytical results exceeding the Performance Standards listed in Table 1 of the COP. Reporting was to be completed by the Facility personnel, however, does not appear to have been completed.

As noted within the Inspection Report, the concentrations in 2021 and 2022 were trending downwards and were below the Performance Standard. It is further noted that the concentrations in 2023 were lower than the 2022 concentrations, further indicating decreasing concentrations. Given the concentrations are below the Performance Standards, trending downwards, and no other evidence of notable exceedances are present, no groundwater remediation or mitigation plan is considered necessary at this time.

MATTER #2

COP Section: 10(1)

COP Wording: *The person responsible shall establish and maintain an operating record for the landfill, and shall provide the operating record and its contents to Alberta Environmental Protection upon request. The operating record shall contain the following information:*

(a) a copy of the registration number for the landfill;



(c) the current version of design and operations plan for the landfill;

Inspection Rating: Non-compliant

AEPA Comments: Clause (a)

Registration not available onsite. Following request for registration, an approval for Class II landfill was provided. Request to have registration for Smoky Lake landfill (Reg # 00227604) available and kept onsite as well as the Code of Practice for Landfills that is required to be followed for the registration.

Clause (c)

Not available onsite. Operator stated that the landfill does not have an operations plan and was not familiar with one. Requested an Operations Plan following inspection and the Operations Plan for the class II, Evergreen Regional Landfill, under an approval was provided. The Operations Plan for the Evergreen Regional Landfill may not be used as an Operations Plan for this location as the requirements are different (approval vs registration). An Operations Plan was submitted in 2003 as part of the application for the Smoky Lake Class III landfill and transfer station.

Request to review Smoky Lake Landfill's Operations Plan and update accordingly to ensure there is a current version appropriate for the class III landfill. Due to poor waste screening and unacceptable waste being accepted at the class III landfill, it is imperative that clear procedures for this location are outlined, and all staff are aware and have been trained on these procedures.

The current Operations Plan should be available onsite to ensure operators have access to the information.

Landfill design was provided, dated 2015.

COMMISSION RESPONSE

Clause (a)

A copy of the registration was maintained on-site. Facility personnel had been previously trained on the location of the registration. The Commission has directed Facility personnel to post the registration in a clearer /more obvious location for greater awareness.

Clause (c)

A copy of the Operations Plan was maintained on-site. Facility personnel had been previously trained on the location and content of the Operations Plan.



The Commission has directed Facility personnel to post the Operations Plan in a clearer /more obvious location for greater awareness and will undertake a review of the Operations Plan in 2024 and update/ reaffirm as applicable.

MATTER #3

SUMMARY OF AEPA COMMENTS

Five non-compliant items were identified by AEPA tied to Matter #3 as summarized in the table below.

COP Section	COP Wording	AEPA Comments
7(2)(a)	operational procedure such as waste control, soil cover operations, surface water management and nuisance controls	<p><i>During the inspection, it was mentioned that current operations are working on cell 3 and that cell 1 and 2 are covered with material and some vegetation, but topsoil was not applied yet. It was noted that landfill has not been surveyed to determine waste volume data.</i></p> <p>Request to determine if cell 1 and 2 have reached final design elevation (required to follow cell/trench closure in Section 9 of COP).</p> <p><i>If the trench/cell is at capacity, it is required to install a final cover system, including topsoil layer S.9(1)</i></p> <p><i>The closure shall begin no later than 180 days after the trench reaches its final design elevation S.9(2)).</i></p>
7(2)(b)	waste acceptance procedures and policies	<p>Poor waste screening procedures and high amounts of non-inert wastes observed during the inspection. The Operations Plan (2003) states that attendants are required to determine waste types and direct driver to appropriate locations (transfer station segregated sections or class III landfill). Waste indicators that operator should be aware of include opaque containers and any drum with both ends intact.</p> <p>Attendants must be trained to ask questions about the waste and aware of what wastes are acceptable for class III landfill disposal. Recommend sign-off sheet to have documentation that all staff have read the up-to-date operations plan, as well as documentation tracking frequency of spot checks, inspections of the working face to remove unacceptable material, and rejected loads/materials. These steps will assist with showing due diligence that waste acceptance policies and procedures are followed.</p>



COP Section	COP Wording	AEPA Comments
7(2)(c)	<i>an emergency response program, covering fires, releases, and medical concerns</i>	<p><i>Operations Plan (2003) has procedure for fire control. The Operations Plan for the Evergreen Regional Landfill (submitted following inspection) contains procedures for fire control, releases, and medical concerns.</i></p> <p><i>Request to update the Smoky Lake Landfill Operations Plan to include all required emergency response procedures and update to be applicable for this location (eg. Contact numbers). All staff must be aware of these procedures in the event of an emergency.</i></p>
7(2)(d)	<i>for Class II landfills, a remediation program to be implemented if groundwater quality fails to meet performance standards set out in section 6(11)</i>	<p><i>Listed in the registration as a required clause to follow. Groundwater quality failed to meet the performance standard for Sulphate. No contravention was reported to outline actions to be taken. No evidence that a groundwater remediation plan is in place for Smoky Lake Landfill.</i></p>
7(2)(e)	<i>a plan for the management of gas, which may include detection, interception, venting, or recovery</i>	<p><i>Listed in the registration as a required clause to follow. No evidence of a plan for the management of gas.</i></p>

COMMISSION RESPONSE

Clause (a)

The Commission has requested Omni-McCann to conduct a waste surface survey of Cells 1 and 2 to confirm current elevation relative to the final design elevation. This work will be completed in 2024. Upon completion of the survey, final cover systems may be installed if applicable.

Clause (b)

The Commission Manager has met with Facility Personnel to review the errors and refresh training on load screening and to ensure that the non-inert items flagged in the inspection report have been removed from the Facility. Recommendations for improved documentation tracking for spot checks, load rejections, and inspections at the working face are currently being considered.

Once implemented, the results of enhancements to the tracking system will be included in an updated Operations Plan. The updated Operations Plan will be signed off on by all Facility Personnel on an annual basis, or when significant revisions are made.

Clause (c)

The Commission will revise the Operations Plan with updated Contact Information and include a separate sign-off for Facility Personnel for the Emergency Response procedures.



Clause (d)

No groundwater remediation plan is in place or considered necessary for the Facility. An exceedance of the Performance Standard for Sulphate was noted in 2020, however, the concentrations have decreased every year since, and have remained below the Performance Standards.

Clause (e)

The Facility is currently operated as a Class III Landfill, registered to accept only inert waste. Disposal of inert waste is not expected to generate any appreciable amounts of landfill gas requiring monitoring or management. While some non-inert wastes have been flagged in the Inspection Report, the amount of non-inert waste is not considered significant and would not materially increase the potential for landfill gas generation.

Based on the above commentary, and lack of any indication of significant leachate/ landfill gas generation in groundwater monitoring results, monitoring or management of landfill gas is not considered warranted or necessary at this time.

MATTER #4

COP Section: 7(1)(a)

COP Wording: *All topsoil shall be located on undisturbed topsoil in a location that is not affected by the landfill operations.*

Inspection Rating: Non-compliant

AEPA Comments: *Small amount of topsoil on site, not enough for final closure. Site was previously a gravel pit and there is not much topsoil left. No other topsoil stockpiles offsite reserved for end of life at the landfill.*

COMMISSION RESPONSE

At the time of final closure, topsoil will be sourced off-site. Maintaining a stockpile of topsoil with a total volume to allow for final closure at all times of landfill operations is not a known requirement of the COP or the Facility's registration.

MATTER #5

Three non-compliant items were identified by AEPA relating to missing information on the signage at the Facility as summarized in the table below.



COP Section	COP Wording	AEPA Comments
7(14)(b)	<i>the landfill class</i>	<i>Not located on signage, identified as Smoky Lake Landfill.</i>
7(14)(c)	<i>any waste restrictions</i>	<i>No waste acceptance information provided.</i>
7(14)(d)(iii)	<i>telephone numbers for: Alberta Environmental Protection Pollution Emergency Response Team (1-800-222-6514)</i>	<i>Number is not present on signage.</i>

COMMISSION RESPONSE

Signage at the site will be updated to include the above noted information in 2024.

MATTER #6

COP Section: 8(4)(b)

COP Wording: *Where groundwater monitoring is required, the person responsible shall clean, repair or replace groundwater monitoring wells which have been damaged or are no longer able to produce representative groundwater samples prior to the next scheduled sampling date.*

Inspection Rating: Non-compliant

AEPA Comments: *Three groundwater monitoring wells. Well MW 04-01 was last sampled in 2021 and is out of commission. During site inspection, site contact mentioned that they are planning on installing two more wells and that MW 04-01 has not been repaired or replaced.*

Damaged well required to be repaired or replaced prior to next sampling to ensure representative sampling. Damaged well not sampled in 2022 or 2023.

COMMISSION RESPONSE

Monitoring well MW04-01 was observed to be damaged during the 2022 sampling event and was replaced in the summer of 2024 for inclusion on future sampling events (beginning in summer of 2024).

MATTER #7

WCR Section: 26(c)(ii)(iii)



WCR Wording: *No person shall burn or permit burning at a waste management facility unless: the person responsible for the waste management facility has notified the following individuals at least 7 days prior to the date of the burning, informing them of the proposed burning and the date on which the burning is to take place:*

(ii) all adjoining property owners

(iii) the Director

Inspection Rating: Non-compliant

AEPA Comments: Subclause (ii)

Adjoining property owners required to be contacted.

Subclause (iii)

Last reported burning notification received in 2016. During the inspection it was noted that the last burn occurred approximately a month ago. Notification required prior to each burn.

COMMISSION RESPONSE

The Commission has reviewed reporting requirements with Facility personnel and confirms the adjoining property owners and Director will be notified at least 7 days prior to the date of future burning events.

OTHER MATTERS

In addition to the above matters listed as requiring follow-up on the Inspection Report, several other items were flagged in the Inspection as non-compliant but not identified in the Follow-up Required section. These other items are typically associated with one or more of the other non-compliant items but addressed directly below for completeness.

RECORDS

Within the Inspection Report, AEPA makes several requests/ recommendations relating to COP subsection 10(2), as summarized and addressed below. All items listed below were identified as non-compliant within the Inspection Report.

Clause (a)

COP Wording: *The annual report shall include the following information: (a) the types and volume of wastes disposed of at the landfill in the preceding year, and the locations of disposal of wastes requiring special handling*



AEPA Comments: *As mentioned under the comment for S.2(2), request to track waste amounts in cubic meters (volume) and tonnes (weight) that is accepted at the landfill. This may be done by having set estimates for vehicle loads. Waste types with volume can then be used to calculate tonnage.*

On the attendant tracking sheet that was reviewed during the inspection, the information that was noted is the name of customer, address, time, and waste type (eg. Wet, dry). As the waste may be directed to the transfer station and/or the class III landfill, it is recommended to add in the ability to track waste that is directed for disposal at the class III landfill, the load volume and waste type (ie drywall vs rubble/concrete). A detailed waste type will allow tonnage to be computed.

Response: The Commission has committed to formalizing a waste tracking program, including training for Facility Personnel. Details of the program have yet to be finalized; results to be included in future annual reports.

Clause (c)

COP Wording: *The monitoring records and interpretation of groundwater monitoring as specified in 8(1) or (2), gas monitoring as specified in 7(2)(e), and records on the quality of surface water released to the environment as specified in section 7(13)*

AEPA Comments: *Groundwater monitoring reporting conducted annually. Groundwater monitoring reports from 2018 to 2022 were provided upon request following inspection.*

Gas monitoring management plan not available, required section (S.7(2)) as listed in registration.

Site contact stated that water from pond has never been released into the environment. Request to include the absence of release in annual report.

Response: As a Class III Landfill, no gas monitoring or management is considered necessary at the Facility, nor have any significant groundwater impacts indicative of possible gas generation issues been identified.

Clause (c)

COP Wording: *any remedial action taken in relation to clause 10(2)(b)*

AEPA Comments: *No remedial action measures were noted to have taken place. Groundwater samples identified exceedance of the performance standards in 2020.*

Response: No remedial action was taken following the 2020 exceedance or considered necessary as concentrations have remained below the Performance Standard in the intervening years.

Patti Priest

From: Robyn Laczy <robyn.laczy@northzonepcns.ca>
Sent: June 21, 2024 3:19 PM
To: county; Kirstin Shupenia
Subject: Invite to join - Four Directions Health Neighbourhood
Attachments: Our Health Neighbourhoods Infographic 2023.pdf

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Good afternoon,

My name is Robyn and I am a Project Coordinator with the North Zone (NZ) and support a primary health care improvement project called the "NZ Health Neighbourhoods".

I'd like to invite someone from the county of Smoky Lake to join our newest **Four Directions Health Neighbourhood.**

Please see the attached for more info on our Health Neighbourhood model.

Would someone be interested in meeting with me online to learn more?

Let me know - eager to chat and answer any questions.

Thank you for your time and consideration,

Robyn 😊



More on the NZ Health Neighbourhoods: <https://northzonepcns.ca/nzhn/>

Robyn Laczy (she/her)

Project Coordinator – North Zone (NZ)
NZ Health Neighbourhoods Project &
Building Capacity in Primary Care Networks (PCNs)
PCN Zone Business Unit Team
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Edmonton, Alberta

Our Health Neighbourhoods

Key Messages

Health Neighbourhoods bring together people from diverse backgrounds to improve primary health care for the people in Northern Alberta.

We celebrate that our Health Neighbourhoods are unique to Northern Alberta, and unique even when compared with each other.



We are building bridges between health and social areas to improve the primary health care experience for everyone in Northern Alberta.



We are evolving. As we add new Membership, the look and feel of the Health Neighbourhoods will change in time.



We take our time to relationship-build and want to avoid being only project-driven. We work meaningfully together to understand gaps in services for the benefit of everyone in Northern Alberta.



We do not want to duplicate existing work. We meet to learn, share, and use our ideas to support primary health care needs now and in the future.



We have **Mini Working Groups** targeted to address specific concerns related to primary health care:



We model shared leadership and take ownership of our work.

Our work is evolving - we want to co-create navigation supports, workshops, stories, networks, and build on communications within existing projects.

We balance meeting time by getting to know each other, staying connected, and implementing the North Zone Service Plan.

We know that everyone has wisdom and we need everyone's wisdom to move forward together.

We strive to be inclusive and communicate in a way that all Membership and community members can access and understand.



Patti Priest

From: Drew Wesolowsky <Drew.Wesolowsky@gov.ab.ca>
Sent: June 27, 2024 11:07 AM
To: CAO
Cc: Colleen Fisher
Subject: Government of Alberta Unsuccessful Grant Update

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hi Kevin,

Re: Strategic Transportation Infrastructure Program (STIP)

Thank you for your application for grant funding for following projects under the under the Strategic Transportation Infrastructure Program (STIP):

- **BF 0849 Bridge Rehabilitation**
- **BF 70923 Bridge Rehabilitation**
- **BF 72828 Bridge Rehabilitation**
- **BF 07814 Bridge Rehabilitation**
- **BF 70497 Bridge Replacement**
- **BF 74018 Bridge Rehabilitation**

As you can appreciate, a significant number of applications were received under the STIP program which exceeded the available program budget and your projects were not recommended for grant funding at this time.

If you have any questions or concerns please feel free to contact me via my contact information below.

Regards,

Drew Wesolowsky, P.Eng
Infrastructure Engineer
North Central and Fort McMurray Regions, Alberta Transportation
Government of Alberta

Cell: 587-341-5421
drew.wesolowsky@gov.ab.ca

511 Alberta - Alberta's Official Road Reports
Go to 511.alberta.ca and follow [@511Alberta](https://twitter.com/511Alberta)



N.E. Muni-Corr Ltd. Annual Golf Tournament

Monday, August 12, 2024

Grande Centre Golf & Country Club

624 Township Rd, Cold Lake



Play 9 holes of golf followed by lunch at the Clubhouse

9:00am: N.E. Muni-Corr Ltd. Board Meeting

10:15am: Registration

10:30am: Tee Time

12:30: Lunch

Fee: \$84.00 per person includes green fees, cart rental and lunch

Fee: \$31.50 per person for lunch only

Please R.S.V.P. by August 8, 2024 to
(780) 645-2913 or info@ironhorsetrail.ca with the names of your golfers.



ALBERTA
HEALTH

*Office of the Minister
MLA, Red Deer-North*

AR 222630

July 22, 2024

His Worship Jered Serben
Reeve
Smoky Lake

His Worship Leroy Kunyk
Mayor
Village of Vilna

Her Worship Amy Cherniwchan
Mayor
Town of Smoky Lake

His Worship Richard Warren
Mayor
Village of Waskatenau

Sent via email: admin@smokylake.ca

Dear Reeve Serben, Mayor Cherniwchan, Mayor Kunyk, and Mayor Warren:

Thank you for your letter to the Honourable Dan Williams, Minister of Mental Health and Addiction, and me regarding the physician workforce in the Smoky Lake region. As Minister of Health, I appreciate the opportunity to respond on behalf of the Government of Alberta.

While my schedule does not permit me to meet with you at this time, please be assured that the Government of Alberta recognizes the significant role that international medical graduates (IMGs) play in delivering quality health care to Albertans. Alberta Health strongly supports programs that help to integrate IMGs into the health workforce. As highlighted in my [mandate letter](#), I am focused on addressing challenges in attracting, training, and retaining health professionals to communities where they are needed.

As you know, physician recruitment requires the collaborative effort of all interest groups, including Alberta Health, Alberta Health Services (AHS), the local community, and other health care providers. I commend the ongoing efforts of the Raubenheimer Medical Clinic, Smoky Lake community and other interest groups to recruit physicians to serve the residents of Smoky Lake and the surrounding communities.

Importantly, the College of Physicians and Surgeons of Alberta (CPSA) is the mandated authority that assesses and licenses all physicians in Alberta, including IMGs. Physicians can only practice in Alberta after they have met the CPSA's requirements, including the practice readiness assessment (PRA). The PRA allows IMGs to demonstrate their core knowledge, clinical skills, and proficiency in patient management and resource utilization. It is important to note that the CPSA follows the Medical Council of Canada's guidelines to ensure physicians who wish to practise in Alberta have the right skills to do so safely.

.../2

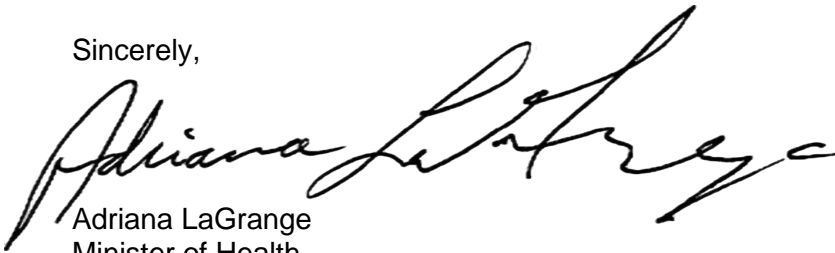
I understand that Dr. Arian Esterhuizen started working at the Raubenheimer Medical Clinic on June 12, 2024. According to AHS, there are now four permanent licensed physicians, and locum weekend coverage is available through the Rural Locum Program in the region. I am hopeful that this will help to improve emergency services in the community.

There are currently no physician vacancies in the Smoky Lake region and the CPSA has not received any requests for additional PRA positions in the region. AHS is actively monitoring the physician workforce and health services delivery in the Smoky Lake area and will continue to support the recruitment of additional physicians.

Furthermore, I am pleased to share that the CPSA has recently [expanded the list of organizations that can sponsor IMGs for a PRA with the CPSA](#) to include private medical clinics, like the Raubenheimer Medical Clinic, as well as businesses, municipalities, and other legally recognized entities. In return for their sponsorship, physicians are required to practise in a community of need for a defined period. These participating organizations no longer require approval from AHS to sponsor physicians. For updated information on the expanded sponsorship model, including the processes and requirements for prospective sponsors and physicians, please visit the [CPSA's website](#).

Thank you again for writing and for your advocacy on behalf of Albertans living in the Smoky Lake region.

Sincerely,

A handwritten signature in black ink, appearing to read 'Adriana LaGrange', written in a cursive style.

Adriana LaGrange
Minister of Health

cc: Honourable Dan Williams, Minister of Mental Health and Addiction



ALBERTA

MUNICIPAL AFFAIRS

Office of the Minister

MLA, Calgary-Hays

AR115493

July 23, 2024

Reeve Jered Serben
Smoky Lake County
PO Box 310
Smoky Lake AB T0A 3C0

Dear Reeve Serben:

I am pleased to announce that Canada and Alberta have signed an agreement renewing the Canada Community-Building Fund (CCBF) to March 31, 2034. I can also confirm that Alberta will receive \$265 million in funding in 2024 under the newly negotiated CCBF agreement. This partnership between the province and the federal government will help ensure local governments in Alberta can continue to make needed investments in local infrastructure.

To that end, I am happy to confirm the allocation amounts to your community for the CCBF program. For Smoky Lake County, the 2024 CCBF allocation is \$196,633.

Payments to local governments are anticipated to flow by the end of summer, as communities meet the payment criteria.

CCBF funding amounts for all municipalities and Metis Settlements are also posted on the Government of Alberta website at open.alberta.ca/publications.

Your community's allocation reflects an updated allocation formula under the CCBF agreement, which ensures base funding for all local governments, with the remainder of funds allocated on a per capita basis.

In addition, the renewed CCBF agreement involves several other changes, including to local government reporting and new housing-related reporting requirements for larger local governments. Municipal Affairs will share the updated CCBF program guidelines reflecting these changes as soon as possible.

.../2

The department will also be providing a Memorandum of Agreement for the renewed CCBF. Execution of this agreement is a condition to receive your community's 2024 CCBF allocation.

I look forward to working together with you and the federal government to help your community in addressing its infrastructure needs.

Sincerely,

A handwritten signature in black ink that reads "Ric McIver". The signature is written in a cursive, slightly slanted style.

Ric McIver
Minister

cc: Kevin Lucas, Chief Administrative Officer, Smoky Lake County

From: Anita Fagnan <anita.fagnan@rhpap.ca>

Date: July 22, 2024 at 2:23:08 PM MDT

To:

Subject: Nomination & Opportunities available in rural healthcare

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Good afternoon,

Hope all of you are doing well and staying safe during this heatwave. I am sharing some information below that is not RhPAP related but did cross my desk and I thought it is certainly relevant to the work you are doing with Attraction and Retention of Rural Healthcare providers.

Please share accordingly with the rest of your committee/community members as well as your local Healthcare Team. Thank you

The Alberta Medical Association wants to celebrate rural Physicians - *Rural physicians are part of the heartbeat of rural Alberta.*

Please click on the link below, provided by the Lethbridge Herald) for more information along with a contact email if you are interested in receiving an application form to nominate a local rural/remote Physician for this award. Nominations close Aug. 16.

[Medical association wants to celebrate rural doctors \(lethbridgeherald.com\)](https://lethbridgeherald.com) –

Secondly...

CPSA is seeking public members for the Medical Facility Accreditation Committee (MCFA)

Are you an Albertan with an interest in providing your perspectives as a member of this committee. Do you have a passion for patient safety and experience with ethics, patient advocacy or community groups. [Find out more about MFAC and how to apply for this opportunity.](#)

[Visit CPSA's website](#) to learn more about their committees and to explore other available committee opportunities.

Have a great week everyone!

~ Anita



Anita Fagnan

Rural Community Consultant, North East Zone

Rural Health Professions Action Plan (RhPAP)

P 780-349-1544 | www.rhpap.ca | @AlbertaRhPAP



Patti Priest

From: Bruce Kassian [REDACTED]
Sent: July 17, 2024 1:30 PM
To: Patti Priest
Subject: Re: Propane Tanks Letter to Council

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Re 2 propane tanks bought for 250 each your add said as where is but it also said needs certificatin which is a contriduction the one tank could not be certified as it was only 200 psi max pressure instead of 250 as the tank was not as represented wish my 250 dollars back The decision will be a judges not yours and costs will be yours, would like this brought up at your next meeting and will taylor my response to your decision BRUCE KASSIAN [REDACTED] thank you

From: Patti Priest <patti.priest@smokylakecounty.ab.ca>
Sent: July 16, 2024 10:01 AM
To: [REDACTED]
Subject: RE: Propane Tanks Letter to Council

Good morning Bruce,
Do you plan on coming to the August 8th Council meeting and are you able to submit a letter?
Please give me a call if you any questions.
Thank you,
Patti
780-656-1592

From: Patti Priest
Sent: July 2, 2024 9:05 AM
To: [REDACTED]
Subject: Propane Tanks Letter to Council

Good morning Bruce,
Thank you for the phone call. As discussed, please email me a letter explaining your request, and I will add it to the August 8, 2024, Council meeting agenda for Council’s consideration.
You are welcome to attend the Council meeting as a delegation, if you’d like. If you do plan on attending the meeting as a delegation, in-person or virtually online, let me know and I will send you the delegation form.
If you have any questions at all, please reach out to me by this email or call my direct line below.
Thanks very much,
Patti



Patti Priest
Executive Services Clerk
office: 780-656-3730 or toll free 1-888-656-3730
direct: 780-656-1592
4612 - McDougall Drive, PO Box 310
Smoky Lake, Alberta, T0A 3C0

ᑲᑎᑲ<Cu ᑲᑲ"Δg<ᑲᑲ (kaskapatau sakahigan) / Димних Озеро (Дымных Озеро) / Lac qui Fume / Smoky Lake
Located on Treaty 6 Territory and Homeland of the Métis Nation

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From: Athabasca-Barrhead-Westlock
Date: August 1, 2024 at 10:01:59 AM MDT
To: Athabasca-Barrhead-Westlock <athabasca.barrhead.westlock@assembly.ab.ca>
Subject: 2024-08-01 Request to Nominate Members for Regional Advisory Council

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Request to nominate members for Regional Advisory Councils

Good afternoon,

The Minister of Health is seeking nominations for leaders in your community to potentially become members of a Regional Advisory Council & Indigenous Advisory Council. The goal is to create councils in the coming weeks to bring forward local priorities and improve access to care as part of the work to refocus the health care system. I value your insight and invite you to submit nominations for consideration. The purpose is to represent as many communities as possible in each council, and to select members who are community leaders, volunteers, health care workers and municipal representatives such as mayors, reeves, and council members. We also want to make sure there are members who represent communities that have a hospital in each council, where possible.

Please forward the names and contact information of interested nominees to my office before August 16th 2024, I will then forward to the Office of the Health Minister.

Click on the link below for further information, and feel free to forward to interested parties.

[Advisory councils – Health | Alberta.ca](#)

Thank you!

Sincerely,

Glenn

Glenn van Dijken, MLA
Athabasca-Barrhead-Westlock

Barrhead Constituency Office
Tel: 780-674-3225

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Information Released to Council

#11.1

Tracking Number & Description of Information Released:	Date Released:	Municipal File #:
R087.24 – Town of Smoky Lake June 2024 Newsletter	June 06, 2024	1-113
R088.24 - HAK School June 2024 Newsletter	June 07, 2024	17-4
R089.24 - MEMO RMA Insurance Claim Denial - Lac Ste. Anne County	June 06, 2024	1-10
R090.24 - RMA Contact Newsletter June 7, 2024	June 07, 2024	1-10
R091.24 - RMA District 5 - Update June 2024	June 12, 2024	1-10
R092.24 - Municipal Affairs - Newsletter-Issue1 June 2024	June 12, 2024	1-203
R093.24 - RMA Contact Newsletter June 14, 2024	June 14, 2024	1-10
R094.24 - Bill-20-Member-Summary-LAEA & MGA	June 19, 2024	1-266
R095.24 - RMA Victim Services Issue Backgrounder	June 20, 2024	1-10
R096.24 - RMA Contact Newsletter June 21, 2024	June 21, 2024	1-10
R097.24 - Managers Reports for May-June 2024	June 24, 2024	N/A
R098.24 - ERWMS Draft Minutes May 2024	June 26, 2024	4-29
R099.24 - ERWMS Budget to Actual - June 2024	June 26, 2024	4-29
R100.24 - LARA Executive Director Board Report - June 17, 2024	June 28, 2024	62-9
R101.24 - Vilna Bellis C.O.P. Minutes & Financials April 17, 2024	June 28, 2024	2-91
R102.24 - RMA Contact Newsletter June 28, 2024	June 28, 2024	1-10
R103.24 - Northeast Regional Connector Newsletter - JUNE 2024	July 02, 2024	1-235
R104.24 - Town of Smoky Lake 1_July 2024 Community Newsletter	July 03, 2024	1-113
R105.24 - RMA Contact Newsletter July 5, 2024	July 07, 2024	1-10
R106.24 - Friends of Vilna Pool Hall Society - Thank you letter	July 08, 2024	7-91
R107.24 - PatientsFirst News Letter - July 2024	July 09, 2024	5-28
R108.24 - RMA Member Guide on AUC Consultation for Rule 007	July 10, 2024	1-10
R109.24 - RMA Contact Newsletter July 12, 2024	July 15, 2024	1-10
R110.24 - RMA Contact Newsletter July 19, 2024	July 25, 2024	1-10
R111.24 – Managers Reports June - July 2024	July 25, 2024	N/A
R112.24 - RMA Contact Newsletter July 26, 2024	July 26, 2024	1-10

Municipality of SMOKY LAKE COUNTY

	<u>CIBC GENERAL ACCOUNT</u>	<u>GENERAL ACCOUNT</u>	<u>ATB PAYROLL ACCOUNT</u>	<u>NOTICE ACCOUNT</u>
NET BALANCE AT May 31, 2024	335,955.75	348,260.00	262,282.74	10,529,013.63
Receipts for the month of June				
Interest	1,193.51	4,726.27	1,207.67	48,138.81
Taxes & Penalties		325,467.10		
Utility	4,334.44	159,289.72		
Miscellaneous Services & Sales		61,661.55		
Town Gas/Fed Gas		43,319.96		
2023 Disaster Grant		30,278.09		
Sale of Vehicles		35,873.23		
Transfer From Savings		1,300,000.00		
GST				
Total Receipts	5,527.95	1,960,615.92	1,207.67	48,138.81
SUB-TOTAL	341,483.70	2,308,875.92	263,490.41	10,577,152.44
LESS				
Disbursements for the month of June				
Transfer funds to ATB Payroll		- 388,538.25	388,538.25	
Bills and Accounts		- 974,448.29	- 388,613.71	
ASF Payment		- 494,408.63		
Transfer to acct				
Bank Charges	- 11.50	- 215.88		
Total Disbursements	- 11.50	- 1,857,611.05	- 75.46	-
NET BALANCE AT June 30, 2024	341,472.20	451,264.87	263,414.95	10,577,152.44
NET BALANCE AT June 30, 2024	340,160.51	716,257.78	263,414.95	10,577,152.44
Outstanding Deposits	1,311.69	23,728.64		
Bank corrections to be entered				
Less Outstanding Cheques		- 288,721.55		
NET BALANCE AT June 30, 2024	341,472.20	451,264.87	263,414.95	10,577,152.44

REVOLVING LINE OF CREDIT

NET BALANCE AT May 31, 2024	-
Disbursements	-
Payments	-
NET BALANCE AT June 30, 2024	-

THIS STATEMENT SUBMITTED TO COUNCIL, THIS

Reeve

Secretary-Treasurer

County Council Meeting: Aug. 08th 2024

Batch #	Cheque Numbers	Total of Batch
PMCHQ244	52597 TO 52625	\$131,560.17
PMCHQ246	52626 TO 52737	\$61,204.72
PMCHQ247	52738 TO 52808	\$27,326.32
PMCHQ249	52809 TO 52836	\$28,113.32
PMCHQ251	52837 TO 52853	\$245,553.68
PMCHQ253	52854 TO 52869	\$279,242.21
PMCHQ254	52870 TO 52883	\$41,878.35
PMCHQ255	52884 TO 52889	\$14,534.39
PMCHQ257	52890 TO 52921	\$256,151.65
PMCHQ256	52922 TO 52945	\$268,117.84
Total Cheques from 52597 to 52945		\$1,353,682.65

Batch #	EFT Numbers	Total of Batch
240611	1416 to 1427	\$40,040.02
240620	1428 to 1441	\$339,157.84
240626	1442 to 1454	\$101,492.21
240702	1455 to 1461	\$24,370.48
240709	1462 to 1466	\$67,118.49
240722	1467 to 1487	\$294,869.90
240730	1488 to 1497	\$63,862.63
Total EFTs from 1416 to 1497		\$930,911.57

Direct Debit Register

Batch #	Description	Total of Batch
PMPAY078	My HAS	\$75.46
PMPAY079	My HAS	\$165.73
PMPAY080	My HAS	\$132.60
Total Direct Debits		\$373.79

Grand Total Bills and Accounts	\$2,284,968.01
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(Note: From General Account)