



SMOKY LAKE COUNTY COUNCIL MEETING AGENDA

Thursday, February 22, 2024 at 9:00 a.m. held

Virtually <https://video.businessconnect.telus.com/join/921071049> (Meeting ID # 921071049) 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 – January 25, 2024
 - 3.2. Minutes of the Committee of the Whole Meeting – January 19, 2024
 - 3.3. Minutes of the Committee of the Whole Meeting – January 31, 2024
 - 3.4. Minutes of the Regular Council Meeting – February 8, 2024
- 4. Delegation(s)
 - 4.1. Lise van der Vaart, Manager, Smoky Lake Public Library – Presentation Request for FCSS Grant Funds @ 9:15 a.m.
 - 4.2. Casey Tchir, Land Owner – Revisions to Estates of Bonnie Lake Out Line Plan @ 9:45 a.m.
- 5. Public Hearing (*Council Meeting is Recessed and Public Hearing is undertaken on a Separate Agenda*)
Nil

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

- 6. Municipal Planning Commission (*Council Meeting Recessed and undertaken on a Separate Agenda*)
Nil
- 7. Business – Requests for Decisions
 - 7.1. Lakeland Agricultural Research Association Funding
 - 7.2. Agricultural Services Board Business Plan
 - 7.3. Northlands Farm Family Award – Division 4
 - 7.4. Capital Purchase – Mower and Side Arm to Replace Unit #473 & Unit #474
 - 7.5. Requests for Donations
 - 7.6. FCSS Grant Funding Applications
 - 7.7. Assessment Review Board Appointments
 - 7.8. Bylaw No. 1456-24: Aggregate Extraction Business License
 - 7.9. PatientFirst Letter Writing Campaign
 - 7.10. Physicians & Health Care Professionals Year-2024 Budget
 - 7.11. RhPAP’s 2024 Rhapsody Rural Physician Award
- 8. Chief Administrative Officer (CAO) Report (*provided at the second Council meeting of the month*)
 - 8.1. CAO Report
- 9. Council Committee Reports (*provided at the second Council meeting of the month*)
 - 9.1. Councillor Division One Report (*handout*)
 - 9.2. Councillor Division Two & Deputy Reeve Report (*handout*)

- 9.3. Councillor Division Three Report (*handout*)
- 9.4. Councillor Division Four Report
- 9.5. Councillor Division Five & Reeve's Report

10. Correspondence

- 10.1. Letter from Village of Vilna, dated February 7, 2024 – Notice of Sewage Lagoon Release.
- 10.2. Letter from Alberta Public Safety and Emergency Services, dated January 31, 2024 – Requesting Payment of \$188,262 to Government of Alberta for the Policing Cost Share Under the Police Funding Model.
- 10.3. Email from Alberta Municipalities, dated January 25, 2024 – Membership Renewal Invoice for 2024.
- 10.4. Email from NWST Charitable Foundation, dated February 15, 2024 – Free Tree Planting Proposal.
- 10.5. Email from Municipal Affairs, dated February 15, 2024 – Municipal Affairs Grant Meetings at RMA Spring 2024 Convention.
- 10.6. Report from Alberta RCMP Traffic, dated January 31, 2024 - Strategic Plan 2024-2028.
- 10.7. Report from K Division Criminal Intelligence, RCMP, dated January 29, 2024 - Strategic Analysis and Research Unit, Calls for Service, Strategic Performance Planning, Smoky Lake Provincial Detachment January – December 2023.

11. Information Release

- 11.1. Information Released in January 2024 and February 2024

12. Financial Reports

- 12.1. Budget to Actual 2023 Report as at February 13, 2024

13. Next Meetings

- 13.1. Reconfirm Smoky Lake County Council's scheduled upcoming Meetings are as follows:
 - Friday, March 1, 2024, at 9:00 a.m. (Committee of the Whole),
 - Tuesday, March 5, 2024, at 10:00 a.m., (Committee of the Whole),
 - Thursday, March 7, 2024, at 9:00 a.m., (Regular),
 - Thursday, March 28, 2024, at 9:00 a.m., (Regular),
 - Thursday, April 11, 2024, at 9:00 a.m., (Regular), and
 - Thursday, April 25, 2024, at 9:00 a.m., (Regular).

14. In Camera (Executive Session)

- 14.1. Personnel Issue, in respect to Smoky Lake County's Chief Administrative Officer (CAO) Recruitment, under the authority of FOIP Act: Section 27: Privileged Information.
- 14.2. Legal Issue: Proposed Supportive Living Facility Development, under the authority of the FOIP Act Section 16: Third Party Business Interests

15. Adjournment.

SMOKY LAKE COUNTY

Minutes of the **County Council Meeting** held on Thursday, **January 25, 2024** at 9:05 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, Jan. 25, 2024</u>
1	Dan Gawalko	Present Virtually
2	Linda Fenerty	Present in Chambers
3	Dominique Céré	Present in Chambers
4	Lorne Halisky	Present in Chambers
5	Jered Serben	Present in Chambers
Interim CAO	Lydia Cielin	Present in Chambers
Finance Manager	Brenda Adamson	Absent
Executive Svcs/R.S.	Patti Priest	Present in Chambers

Observers in Attendance Upon Call to Order:

Fire Srv. Clerk	Meaghan Andreychuk	Present Virtually
Plan. & Dev. Manager	Jordan Ruegg	Present Virtually
Comm. Peace Officer	Tate Murphy	Present Virtually
Fire Chief	Scott Franchuk	Present Virtually
Public	1 Member	Present in Chambers
Media	No Members	N/A

2. Agenda:

279-24: Céré

That the Smoky Lake County Council Meeting Agenda for Thursday, January 25, 2024, be adopted, as amended:

Additions to the Agenda:

1. Legal Issue: Métis Nation of Alberta’s Proposed Supportive Living Facility Development: Healing Waters Treatment Center, under the authority of the FOIP Act Section 16: Third Party Business Interests and Section 27: Privileged Information.
2. Personnel Issue: Fire Department Staff, under the authority of the FOIP Act Section 27: Privileged Information.
3. Bellis Veterinary Services 30th Anniversary.
4. Request to Schedule a Joint Council Meeting with Village of Waskatenau.

Carried Unanimously.

3. Minutes:

Nil.

5. Public Hearing:

Nil.

6. Municipal Planning Commission:

Nil.

7. Request for Decision:

7.1. Wetland Replacement Program Memorandum of Understanding

280-24: Fenerty

That Smoky Lake County Council decline to enter into a new Memorandum of Understanding with Alberta Environment and Protected Areas, with respect to the Wetland Replacement Program, and to allow the existing MOU between the County and Environment and Parks lapse, due to the lack of interest amongst County residents to participate in the Program, and due to limited County resources to investigate potential projects.

Carried.

7.2. Solid Waste Association of America (SWANA) Northern Lights Chapter ReForum

281-24: Halisky

That Smoky Lake County Council and relevant administration who can attend - attend the SWANA (Solid Waste Association of America) Northern Lights ReForum 2024 Conference, scheduled for May 29 – 31, 2024, in Delta Hotels, Saskatoon, Saskatchewan.

Carried.

7.3. Alberta Coordinated Action for Recycling Enterprises (CARE) Conference

282-24: Céré

That Smoky Lake County Council and relevant administration who can attend - attend the 13th Alberta CARE (Coordinated Action for Recycling Enterprises) Annual Spring Conference 2024, scheduled for February 28, 2024, to March 1, 2024, in Camrose, Alberta.

Carried.

7.4. January 2024 Request for Donation – Mighty Moose Miles Endurance Ride

283-24: Céré

That Smoky Lake County Council approve to provide funds in the amount of \$200.00, plus County Promotional Items, to sponsor the ‘Mighty Moose Miles’ endurance ride scheduled for April 19-21, 2024, within Smoky Lake County; in response to the letter received from Irene van der Kloet, dated January 10, 2024, requesting sponsorship of same.

Carried.

7.5. Policy Statement No. 02-11-15: Peace Officer: Annual Reporting

284-24: Halisky

That Smoky Lake County Policy Statement No. 02-11-15: Peace Officer: Annual Reporting, be amended, and forego the “Public Participation” process due to the Annual Reporting being legislatively controlled through the Public Security Peace Officer Program:

Title: Peace Officer: Annual Reporting	Policy No.: 11-15		
Section: 02	Code: P-4	Page No.: 1 of 7	E
Legislation Reference: Peace Officer Ministerial Regulations Act			
Purpose: To submit a written report to the Alberta Solicitor General on an annual basis on the Peace Officer Program.			
Policy Statement and Guidelines:			
1. STATEMENT			
1.1 Smoky Lake County submitted an Application to the Alberta Justice and Solicitor General and Public Security on August 17, 2006 – Motion 627-06 for “Authorization to Employ a Special Constable.”			
1.2 Under the Public Security Division – Peace Officer Program, Smoky Lake County was authorized as of January 2007 to be an Employer of a Peace Officer Appointment by the director of Law Enforcement.			
2. OBJECTIVE			
2.1 An annual written report is a requirement designed to facilitate communication with the Director of the Alberta Solicitor General.			
2.2 The annual report includes areas such as the service provided operational practices of the Peace Officer and enforcement related activities.			
3. GUIDELINES			
The Annual report must include:			
3.1 The general nature of the services provided by the peace officer.			
3.2 Operational practices of the peace officer.			
3.3 Enforcement and enforcement-related activities of the peace officer.			
3.4 Name and position of the agency contact person in a senior management position.			
3.5 Statistical data related to offences and tickets issued (summaries only) required by the director.			
3.6 An updated list of peace officers employed and their positions in the agency.			

Title: Peace Officer: Annual Reporting	Policy No.: 11-15
Section: 02	Code: P-1
Page No.: 2 of 7	E

Policy Statement and Guidelines:

4. PROCEDURES

4.1 The Annual Written Report format will be in accordance with Schedule "A" Peace Officer Annual Report.

4.2 The Peace Officer employed by Smoky Lake County will complete the Annual Report by January 31st each year and submit to the Director of Law Enforcement, Public Security Peace Officer Program.

Section 02 Schedule "A" Policy: 11-15



SMOKY LAKE COUNTY

PEACE OFFICER PROGRAM

ENFORCEMENT SERVICES

**ANNUAL REPORT
2023**

Submit to:
 Tammy Spink
 Manager
 Public Security Peace Officer Program

Section 02 Policy: 11-15

PEACE OFFICER: ANNUAL REPORT	EMPLOYEE FILE NUMBER: APPOINTMENT NO: 18157
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1. General Nature of the Services provided by the Peace Officer:

Program Overview:

- The Peace Officer is responsible for the enforcement and investigation of Municipal Bylaw and Provincial Statutes for Smoky Lake County.
- As a Peace Officer, the overall duty is to protect and educate people and property; and to preserve and maintain the public peace.
- The Peace Officer reports to the Smoky Lake County, Chief Administrative Officer (C.A.O.)

2. Operational Practices of the Peace Officer:

Key Areas:

- Ensuring public compliance with various County bylaws.
- Provide information and interpretation of Municipal bylaws and Provincial Statutes requirements to the Smoky Lake County residents and community groups.
- Develop and implement to educate on public awareness programs and maintain positive public relations.
- Conducts highly visible mobile patrols of the County for the purpose of preventing and detecting violations of Municipal Bylaws and selected Provincial statutes.

PEACE OFFICER: Annual Report		Page 2
3. Enforcement and Enforcement-related activities of the Peace Officer:		
ENFORCEMENT:		
Responsibilities: Public Safety:		
3.1	As a Peace Officer appointed under the Peace Officer Act , enforce the following Provincial Statutes and Regulations, including: <ul style="list-style-type: none">■ The Animal Protection Act.■ The Dangerous Dogs Act.■ The Environmental Protection and Enhancement Act, Part 9 – Division 2.■ The Fuel Tax Act.■ The Gaming, Liquor, and Cannabis Act.■ The Petty Trespass Act.■ The Provincial Administrative Penalties Act.■ The Provincial Offences Act.■ The Traffic Safety Act.	
3.2	As the Enforcement Officer appointed under the Municipal Government Act , enforce Municipal Bylaws, Including: <ul style="list-style-type: none">■ The Animal Control Bylaw.■ The Corridor Regulation Bylaw.■ The Land Use Bylaw.■ The Off Highway Vehicles Bylaw.■ The Parks Control Bylaw.■ The Fire Bylaw■ The Road Right of Way Bylaw■ The Nuisance and Unightly Premises Bylaw■ The Weight Restrictions for Vehicles Bylaw■ The Recreational Vehicles (RV) Bylaw■ The Regulation of Municipal Land and Reserves Bylaw	
3.3.	In accordance with the Municipal Government Act , the Bylaw Enforcement Officer is a Designated Officer. The Enforcement Officer time is to be equally divided between patrolling and enforcing.	

PEACE OFFICER: Annual Report		Page 3
3. Enforcement and Enforcement-related activities of the Peace Officer:		
ENFORCEMENT-RELATED ACTIVITIES:		
Enforcing Duties:		
3.4	Receiving complaints and inquires. <ul style="list-style-type: none">■ Investigation of complaints.■ Advising responsible parties of infractions, and taking remedial actions and/or following enforcement procedures.■ Advising responsible parties of infractions and laying of charges if founded.■ Educating and/or prosecuting violators.■ Conducts patrols of the trail systems, roads and hamlets within the corporate limits of Smoky Lake County.■ Receives and documents evidence relating to investigation and ensures that continuity of such evidence is maintained, stored and destroyed accordance with Provincial County Regulations and/or County policies.■ Prepares prosecutor information sheets and court briefs concerning a charge or ticket.	
Other Duties:		
<ul style="list-style-type: none">■ Assist R.C.M.P., as required.■ Prepare Monthly reports and distribute to Council, Chief Administrative Officer.■ Report at weekly Management meetings.■ To be familiar with the Policies of the Smoky Lake County and the mandate of the Peace Officer Program.■ Personnel conduct to enhance the image of Peace Officer in the Smoky Lake County.■ Attendance at conference and training programs that are pre-approved by the Chief Administrative Officer.■ Preparation and revision of Municipals Bylaws.■ Issue various letters of Permission and Permits relating to Municipal Bylaws.■ Participation with community interest groups as requested.■ Develop and/or take part in public awareness programs and maintain positive public relations.■ Conducts other related duties as required.		

PEACE OFFICER: Annual Report		Page 4																										
<p>3. Enforcement and Enforcement-related activities of the Peace Officer: ENFORCEMENT-RELATED ACTIVITIES: Continued Working Relationship:</p> <ul style="list-style-type: none"> ■ To be accessible, approachable and helpful to the residents and public who require information or assistance. ■ To establish and maintain a positive working relationship with Smoky Lake County employees. ■ To continue and enhance communication to the Chief Administrative Officer to be informed on all issues or concerns that could affect the Peace Officer Program. <p>Decision Making: Independence of Action:</p> <ul style="list-style-type: none"> ■ Works under minimal supervision while on patrol. ■ Deals with the public in confrontational situations and must use own judgment to resolve them, based on instant relating to knowledge of laws and regulations. 																												
<p>4. Name of the Agency Contact Person in a Senior Management Position:</p> <p>Smoky Lake County: Lydia Clelin, Interim Chief Administrative Officer Box 310 4612 McDougall Drive Phone: 780-656-3730 Smoky Lake, Alberta Fax: 780-656-3768 T0A 3C0 E-Mail: cao@smokylakecounty.ab.ca</p>																												
<p>5. Statistical Date Required by the Director:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Types of Incidents</th> <th style="text-align: center;">2023</th> </tr> </thead> <tbody> <tr><td>Animal Control:</td><td style="text-align: center;">27</td></tr> <tr><td>Unsanitary Premises:</td><td style="text-align: center;">6</td></tr> <tr><td>Land Use Issues:</td><td style="text-align: center;">6</td></tr> <tr><td>Road Right of Way:</td><td style="text-align: center;">11</td></tr> <tr><td>Traffic Safety Issues:</td><td style="text-align: center;">0</td></tr> <tr><td>Iron Horse Trail</td><td style="text-align: center;">1</td></tr> <tr><td>Campgrounds</td><td style="text-align: center;">0</td></tr> <tr><td>Noise</td><td style="text-align: center;">3</td></tr> <tr><td>Fire Ban</td><td style="text-align: center;">2</td></tr> <tr><td>Landfill</td><td style="text-align: center;">1</td></tr> <tr><td>Littering</td><td style="text-align: center;">3</td></tr> <tr><td style="text-align: right;">TOTAL</td><td style="text-align: center;">60</td></tr> </tbody> </table> <p><small>Combined complaints, written warnings, and violation tickets.</small></p>			Types of Incidents	2023	Animal Control:	27	Unsanitary Premises:	6	Land Use Issues:	6	Road Right of Way:	11	Traffic Safety Issues:	0	Iron Horse Trail	1	Campgrounds	0	Noise	3	Fire Ban	2	Landfill	1	Littering	3	TOTAL	60
Types of Incidents	2023																											
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Littering	3																											
TOTAL	60																											
<p>6. An updated List of Peace Officer Employed and their Position in the Agency:</p> <p>Name: Tate Murphy Phone: 780-656-3730 Title: Community Peace Officer Fax: 780-656-3768 Agency: Smoky Lake County Cellular: 780-650-5006 Address: Box 310, 4612 McDougall Drive Smoky Lake Alberta T0A 3C0 E-Mail: tmurphy@smokylakecounty.ab.ca</p>																												

Carried.

8. Interim Chief Administrative Officer's Report:

Chief Administrative Officer - Report Period: December 2023 – January 19, 2024			
LEGISLATIVE / GOVERNANCE			
Projects	In Progress	Completed	
<p>Aspen View Public Schools – DayCare Facility</p> <ul style="list-style-type: none"> ■ Aspen View Public Schools forwarded a Funding Agreement in regard to the Project for incorporating into the school the addition of a community daycare facility space as requested by the County and jointly with the Town of Smoky Lake. <p style="text-align: right; color: red;">Attachment: L-1</p> <ul style="list-style-type: none"> ▶ May 6, 2020 – Motion J15-20 "That the Smoky Lake County and Town of Smoky Lake Joint Council as community stakeholders be mutual third-party investment funding partners to contribute funding in the amount of \$600,000.00 based on a funding formula of sixty percent (60%) County and forty percent (40%) Town, for the purpose of incorporating a community daycare facility into the Aspen View Public Schools' H. A. Kostash School Replacement Project, in the Town of Smoky Lake." ▶ May 6, 2020 – Motion J176-20 "That the Smoky Lake County and Town of Smoky Lake Joint Council notify Neil O'Shea, Superintendent of Aspen View Public Schools in regard to the funding commitment of \$600,000.00 towards the H. A. Kostash School Replacement building as per the May 6, 2020, Motion # J175-20, and request Mr. O'Shea pursue the development of a third-party funding agreement with Smoky Lake County and Town of Smoky Lake, as mutual third-party funding partners." <p style="color: red;">RECOMMENDATION: That Smoky Lake County execute the Funding Agreement with Aspen View Public Schools and the Town of Smoky Lake in respect to the joint investment to incorporate into the H.A. Kostash School the addition of a community daycare facility space of approximately 150m² constructed project cost of \$600,000.00; and release the County's financial commitment portion of 60% funding in the amount of \$360,000.00 to Aspen View Public Schools.</p>	2020	Jan. 25/24	
<p>Smoky Lake Foundation</p> <ul style="list-style-type: none"> ■ E-mail sent on December 13, 2023 to the CAO's of Smoky Lake County Town of Smoky Lake, Village of Vilna and Waskatenau on behalf of the Board of Directors for Smoky Lake Foundation, with an attached "News Release": Smoky Lake Foundation Board Contracts Homeland Housing for CAO and Management Services for the Smoky Lake Foundation: Bar-V-Nook Supportive Living and Bar-V-Nook Manor, Vilna Lodge and seniors subsidized apartments in Smoky Lake and Waskatenau. Attachment: L-2 ■ As the Smoky Lake Foundation is an external committee of interest established by Ministerial Order for Smoky Lake County – acknowledge receipt of new Management Body effective December 11, 2023 being Homeland Housing contracted for CAO and Management Services. <p style="color: red;">RECOMMENDATION: That Smoky Lake County acknowledge that effective December 11, 2023, a contracted CAO and Management Services will be provided by Homeland Housing through their Chief Executive Officer, Raymond Cormie assuming administrative and operational leadership for the Smoky Lake Foundation: Bar-V-Nook Supportive Living and Bar-V-Nook Manor, Vilna Lodge and seniors subsidized apartments in Smoky Lake and Waskatenau.</p>	Dec. 13/23	Jan. 25/24	

<p>Parks Canada Agency</p> <ul style="list-style-type: none"> Received an inquiry from a ratepayer through a Councillor in regards to a Memorandum of Understanding executed between The Parks Canada Agency and Smoky Lake County signed in 2007. Attachment: L-3 <ul style="list-style-type: none"> When the Victoria District was designated in Year 2002 as a national historic site of Canada. It was important for both parties to commemorate this landscape and capture the historical integrity of the site. The MOU was executed for this purpose outlining the responsibilities of each party to undertake with a 5-Year timeframe. Both the County and Parks Canada fulfilled its obligations for the establishment of the Victoria District National Historic Site of Canada; therefore the Agreement lapse as it was not necessary to terminate or renew this agreement. Thank you to the Heritage Board who was the lead in this project and for the work accomplished. <p>RECOMMENDATION: That Smoky Lake County acknowledge that the Memorandum of Understanding with Parks Canada Agency executed in Year 2007 for a 5-Year term in respect to each parties' obligations for the establishment of the Victoria District National Historic Site of Canada is no longer necessary; as Smoky Lake County implemented land use measures to preserve the historical integrity of this site.</p>	Jan. 17/24	
<p>ICC (Intermunicipal Collaboration Committee)</p> <ul style="list-style-type: none"> The ICF Bylaw No. 1365-20, Schedule "B" Working Group Terms of Reference states quantity of members appointed from Smoky Lake County to a working group established through the ICC is 2 Elected Officials and the CAO. <ul style="list-style-type: none"> The members appointed to the ICC Ad-Hoc Working Group Committee for Housing Opportunities and Initiatives were made at the August 23, 2023, Council Meeting by Motion 824-23. Councillor Hallisky was appointed as the member and Councillor Serben as the Alternate. Then at the September 7, 2023, by Motion 845-23, Councillor Cere was appointed as an additional Alternate. <p>Recommendation: That Smoky Lake County appoint Councillor _____ as an additional member to the Housing Ad-Hoc Working Group Committee for Housing Opportunities and Initiatives and remove the alternate appointment of Councillor Cere & Councillor Serben, in accordance with Bylaw No. 1365-20 Schedule "B" Working Group Terms of Reference.</p>	Jan. 16/24	Jan.26/24
<p>Let's Go Rural High School Event</p> <ul style="list-style-type: none"> The Physicians and Health Care Professional Committee coordinated with Rural Health Professions Action Plan (RHAP) to organize a Let's Go Rural High School Event Day scheduled for March 1, 2024. Expecting 40 students and 20 instructors and volunteers – total of 60 in attendance. This is a one-day program designed for high school students to explore the diverse field of rural healthcare and the various professions it offers. The event takes place during school hours and can be hosted at the local healthcare facility, school, or any other community space. The sub-committee (Barb Tywoniuk, Municipal Clerk) reached out by email on January 11, 2024 seeking donation of promotional items to include in swag bags. <p>NOTE: The County will be giving 60 hand Sanitizers & 60 bandana masks towards the event.</p>	Jan. 11/24	Jan. 19/24

ADMINISTRATIVE			
Projects		In Progress	Completed
		Jan. 5/24	Jan. 15/24
<p>Shredding Services</p> <ul style="list-style-type: none"> Administration signed an agreement with Iron Mountain Secure Shredding Ltd. (Commercial Shredding Service) located in Edmonton. A secure shredding service company with over 60 years in business to safely and cost-effectively destroy unnecessary paper-based documents on-site. Significant cost-saving with Iron Mountain versus Shred-It Company. Cost: On-site visit \$120.00 for 5 consoles (approximately holds 100 lbs.) with Iron Mountain and cost with Shred-It was over \$300.00. 			
<p>Legislative Stats: Year 2023</p> <ul style="list-style-type: none"> Policies: Amended: 10 / Rescinded: 17 / Adopted: 0 2023 Promotional Items: Provided Items for 25 Entities - Costs approximately \$980.00 			
Entity Name:	Item Description:	Items At Cost: (Appx.)	Date:
Viina Firemen's Ball	Chair, hat, gloves, water bottle, cooler	\$78.67	January 20, 2023
Contractors (Gas Dept)	Hat, lighters, water bottles (6)	\$63.60	February 15, 2023
Smoky Lake Curling Bonspiel	Lighters, cooler, jacket, gloves	\$88.92	February 20, 2023
Viina Perogy Supper	Cooler, hat, gloves, notebooks	\$69.35	March 2 nd , 2023
LARA AGM	Chair, cooler, hat, gloves	\$69.31	March 7 th , 2023
Transfer site employees	Hats (9)	\$41.40	April 12 th , 2023
Lac La Biche Golf Tournament	Cooler, gloves, pens	\$33.87	May 9 th , 2023
Cancer Fundraiser	Cooler, gloves, water bottle	\$46.87	May 10 th , 2023
Kinettes Ladies Night	Jacket, water bottle, gloves, lighter	\$34.37	May 12 th , 2023
Emergency Preparedness Day	Cooler, water bottle, gloves, lighter	\$49.47	May 12 th , 2023
Lemonade Day	Chairs (2)	61.68	May 12 th , 2023
Golf Tournament	Cooler, water bottle, hat	\$37.47	May 31 st , 2023
Quiet Nook Community Hall	Cooler, water bottle	\$32.87	June 6 th , 2023
RCMP	Cooler, water bottle	\$32.87	June 6 th , 2023
AG poster contest winners	Cooler, water bottle	\$32.87	June 15 th , 2023
Legion Golf Tournament	Jacket, water bottle, hats	\$39.97	June 23 rd , 2023
Muni Corr Golf Tourney	Cooler, lighter, gloves, pens	\$39.47	July 27 th , 2023
Kinette Club	Cooler, lighter, jacket, mug, gloves	\$61.24	August 16 th , 2023
Bellis/Viina COOP's	Hat, gloves, lighter, mug pens	\$27.00	August 16 th , 2023
Range Pasture Tour	Mugs	\$5.00	August 22 nd , 2023
ADOA Conference	Cooler	\$20.87	August 31 st , 2023
ASB Conference	Gloves	\$13.00	September 7 th , 2023
Viina Lodge Christmas Party	Winter jacket, lighter, pens	\$41.46	November 8 th , 2023
Barb Mcarthy	Spring Jacket	\$18.77	November 15 th , 2023
Fire Department	Lighters, phone charger	\$8.95	November 29, 2023

<p>Lakeland and Community Association (LICA) Environmental Stewards</p> <ul style="list-style-type: none"> On January 11, 2024 – Motion 255-24 was approved: "That Smoky Lake County approve to allow Lakeland Industry & Community Association (LICA) to install a small tabletop Air Quality Health Index (AQHI) lantern at the County's Main Office, 4612 McDougall Drive Smoky Lake, in response to the email deferred by Council on November 23, 2023, received from Kristina Morris, Executive Director, LICA - Environmental Stewards, dated November 8, 2023, in respect to same." A Memorandum of Understanding between Lakeland Industry and Community Association (LICA) and Smoky Lake County was executed by the County Loss Prevention Coordinator, as the lead representative on this initiative. Attachment: A-1 <p>Recommendation: That Smoky Lake County acknowledge that a Memorandum of Understanding with Lakeland and Community Association (LICA) was executed by Administration for the display of LICA's Air Quality Health Index (AQHI) lantern, with an at-will term modified by mutual consent by either party.</p>	<p>Jan. 11/24</p>	<p>Jan. 15/24</p>
<p>Alberta Municipal Health & Safety Association (AMHSA) - COR Maintenance Audit</p> <ul style="list-style-type: none"> On November 23, 2023 to November 30, 2023, our Loss Prevention Coordinator as the Auditor completed an Internal COR Maintenance Audit for Smoky Lake County. Audit consisted of 23 interviews conducted addressing 10 Element Sections Attachment: A-2 Percentage achieved: 90% Score Submitted to AMHSA on December 15, 2023. Recommendation: That Smoky Lake County acknowledge the internal COR Maintenance Audit completed on the County by the Loss Prevention Coordinator between November 23 to 30, 2023 received a 90% score; and was submitted to Alberta Municipal Health & Safety Association (AMHSA) on December 15, 2023. 	<p>Nov. 23/24</p>	<p>Nov. 30/24</p>
<p>FINANCIAL</p>		
<p>Projects</p>	<p>In Progress</p>	<p>Completed</p>
<p>Wildfire Community Preparedness Day Grant</p> <ul style="list-style-type: none"> Municipalities have the opportunity to apply for a "Wildfire Community Preparedness Day Grant" for \$500.00. Deadline date of January 31, 2024. <ul style="list-style-type: none"> Wildfire Community Preparedness Day is a national campaign that encourages citizens to take actions that increase their home, neighbourhood and community's resilience to wildfire and always observed on the first Saturday in May. In 2024, it will take place on Saturday, May 4. Residents of all ages all over the country are encouraged to come together at any time from May to October to host events to raise awareness of wildfire risk, etc. Administration (Trevor/Scott) will be applying for a \$500 grant to assist in funding our own Prep Day event: Emergency Preparedness Day. Last year we hosted the 3rd Annual Event held on May 12, 2023 at the Smoky Lake Ag Complex. Cost: \$1,793.08. <p>RECOMMENDATION: That Smoky Lake County submit an application for a "Wildfire Community Preparedness Day" Grant for the amount of \$500.00 with a deadline submission date of January 31, 2024 to assist with funding toward the preparation of the 2024 Emergency Preparedness Day Event.</p>	<p>Jan. 17/24</p>	

<p>HUMAN RESOURCES</p>		
<p>Projects</p>	<p>In Progress</p>	<p>Completed</p>
<ul style="list-style-type: none"> Staff Debrief: meeting is scheduled for January 30, 2024. Invite sent to staff on January 16, 2024. Chief Administrative Officer (CAO) Recruitment: Position <ul style="list-style-type: none"> In total – received 22 Applications Spoke with HumanEdge c/o Todd Sharpe on January 18, 2024. Video Conference is scheduled for January 22, 2024 at 2:30 p.m. We also have two-hour window available at the County Meeting for HumanEdge to speak directly with Council. <p>Manager's Reports were submitted to the Interim Chief Administrative Officer for the Month of January. The majority highlights in these reports will capture and summarize the activities for Year 2023.</p> <ul style="list-style-type: none"> The Release of these reports to Council will be done through the "Release of Information" process to record as documentation having being done. 	<p>Jan. 16/24</p> <p>Jan. 18/24</p>	
<p>Staff: Update</p> <ul style="list-style-type: none"> Natural Gas Department: Gas Technician, Retirement: January 12, 2024. Environment & Parks Department: Waste Management Operator Retirement: January 10, 2024; Job Posting released on January 12, 2024 – closing date: January 31, 2024. Planning and Development: Planning Technician: 3-Month Leave as of January 30, 2024. 	<p>Jan. 19/24</p> <p>Jan. 2024</p>	
<p>COMMUNITY</p>		
<p>Projects</p>	<p>In Progress</p>	<p>Completed</p>
<p>Vilna & District Agricultural Society</p> <ul style="list-style-type: none"> Request received from Jackson Mackenzie and Rebecca Green, Office Manager, on January 12, 2024 for a Letter of Support for the Vilna & District Agricultural Society. Attachment: C-1 Grant Application under the Community Initiatives Program (CIP) for funding towards the Cowboy Fest on July 19-20, 2024 celebrates the heritage of classic cowboy poetry. Submission for grant was January 15, 2024. <p>RECOMMENDATION: That Smoky Lake County acknowledge action taken by the Reeve to provide a Letter of Support to the Vilna & District Agricultural Society for a grant application under the Community Initiative Program (CIP) in support towards the Cowboy Fest – a heritage of classic cowboy poetry.</p>	<p>Jan. 21/23</p>	<p>Nov. 30/23</p>
<p>TRAINING / MEETINGS</p>		
<p>ACTION LIST</p>		
<p>November 23, 2023 Council Meetings</p>	<p>ATTACHMENT: AL-1</p>	

Funding Agreement with Aspen View Public Schools

285-24: Halisky That Smoky Lake County execute the Funding Agreement with Aspen View Public Schools and the Town of Smoky Lake in respect to the joint investment in the amount of \$600,000.00 to Aspen View Public Schools from Smoky Lake County and Town of Smoky Lake, to incorporate a community daycare facility space of approximately 150m² into the new H. A. Kostash School; and release the County's financial commitment portion of 60% in the amount of \$360,000.00 to Aspen View Public Schools.

Carried.

Smoky Lake Foundation – Management Services through Homeland Housing

286-24: Fenerty That Smoky Lake County acknowledge, effective December 11, 2023, a contracted Chief Administrative Officer and Management Services will be provided by Homeland Housing, through their Chief Executive Officer, Raymond Cormie, who will assume administrative and operational leadership for the Smoky Lake Foundation: Bar-V-Nook Supportive Living and Bar-V-Nook Manor, Vilna Lodge and seniors subsidized apartments in Smoky Lake and Waskatenau.

Carried.

Memorandum of Understanding with Parks Canada Agency

287-24: Céré That the documentation received by Smoky Lake County, titled: "Memorandum of Understanding" (MOU), between The Parks Canada Agency (Elk Island National Park of Canada) and Smoky Lake County, executed in Year-2007 for a 5-Year term, in respect to each party's obligations in commemorating the Victoria District, through a plaque installation following its designation as a national historic site, be **deferred** to allow time to research the relevance of having an MOU renewed defining Smoky Lake County and Park Canada Agency's current relationship.

Carried.

Housing Opportunities and Initiatives Ad-Hoc Working Group Committee

288-24: Céré That Smoky Lake County appoint Councillor Serben as an additional member to the Housing Opportunities and Initiatives Ad-Hoc Working Group Committee, establish through the Smoky Lake Region Intermunicipal Collaboration Committee (ICC), and confirm Councillor Halisky as the other member, and remove the "alternate" appointments of Councillor Céré and Councillor Serben, in accordance with Bylaw No. 1365-20 Schedule "B" Working Group Terms of Reference.

Carried.

Councillor Céré, left Council Chambers, time 9:45 a.m.

Councillor Céré, entered Council Chambers, time 9:47 a.m.

Councillor Gawalko, virtually left the meeting with technical difficulties, time 9:50 a.m.

Memorandum of Understanding for LICA's Air Quality Health Index (AQHI) Lantern

289-24: Halisky That Smoky Lake County acknowledge the Memorandum of Understanding with Lakeland and Community Association (LICA) was executed by Administration on January 15, 2024, to allow for the installation and display of LICA's Air Quality Health Index (AQHI) lantern within the County's Main Office at 4612 McDougall Drive, Smoky Lake, with an at-will term modified by mutual consent by either party.

Carried.

One member of the public, virtually joined the meeting, time 9:52 a.m.

Internal COR Maintenance Audit

290-24: Fenerty That Smoky Lake County acknowledge the internal COR Maintenance Audit in respect to the County's health and safety management system, completed by the County's Loss Prevention Coordinator, between November 23 to 30, 2023, received a 90% score and was submitted to the Alberta Municipal Health & Safety Association (AMHSA) on December 15, 2023.

Carried.

Wildfire Community Preparedness Day Grant Program - Application

291-24: Fenerty That Smoky Lake County submit an application to the "Wildfire Community Preparedness Day" Grant program by the submission deadline date of January 31, 2024, for potential funding in the amount of \$500.00 towards the County's 2024 Emergency Preparedness Day Event on a date to be determined.

Carried.

Vilna & District Agricultural Society Community Initiative Program (CIP) Application

292-24: Fenerty That Smoky Lake County acknowledge action taken by the Reeve in providing a Letter of Support to the Vilna & District Agricultural Society, for their grant application under the Community Initiative Program (CIP), towards their event: Cowboy Fest – a heritage of classic cowboy poetry, scheduled for July 19-21, 2024.

Carried.

Addition to the Agenda:

Bellis Veterinary Services 30th Anniversary

293-24: Halisky That Smoky Lake County issue a Certificate of Appreciation in celebration of Bellis Veterinary Services' 30th Anniversary of operating business in Smoky Lake County.

Carried.

Interim Chief Administrative Officer Report

294-24: Céré That Smoky Lake County Council accept the Interim Chief Administrative Officer Report, for the period of December 2023 to January 19, 2024, for information.

Carried.

9. Council Committee Reports:

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

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

December 18/23, attended LARA board of directors meeting discussed truck replacement and decided to go with a new unit, also talked about Smoky Lake funding and will put off ordering a new hay probe till a decision is made with them and also approved the 2024 draft budget, Alyssa will be doing a policy review with our consultant. Wanda gave her chair report attended the Farm Transition event in Smoky Lake and talked about some funding opportunities, Alyssa gave the directors report the grain and silage trials received 100% approval, attended the LICA meeting on Nov. 23 and Dec, 21, will be going over requirements for the RDAR funding and also attended the ASB meetings for several municipalities, upcoming events

January 31- Water and Livestock health webinar
February 7 Overcoming challenges in weed management in regenerative agriculture @ Vilna
February 9 Farmer appreciation night Glendon
February 13 sheep and goat forum Elk Point
February 21 gardening workshop
March 6 LARA AGM Goodridge

-December 21/23 attended the Evergreen Regional waste commission meeting with councillor Lorne Halisky also in attendance, discussed the Beaver river commission meeting, the ramp and road is finished so walking floor trailers can access the cell, the inert waste cell construction will begin in 2024, and we

purchased gas clip monitors to use around the leachate well, Ashley gave the financials, Paul gave the managers report, compactor trunnions are wore out and were replaced wheels were hard surfaced the JCB loader has sensor issues, he gave a sheet about the paint reimbursement and the information on the Alberta CARE AGM and spring conference.

-January 18/24 attended the Evergreen Regional waste commission, management had a meeting with Omni McCann engineers need a design plan 90 days prior to starting construction on a new cell, Beaver river waste commission will start a trial run hauling waste to Lafond, Ashley gave the finances, Paul gave the managers report, in the extreme cold the main shop froze up, the JCB loader accumulator pump is wore out, the metal recyclers are on site and the shredder is coming Feb/March 1500 hundred mattresses to shred we charge non-members 10.00 a mattress he gave some information on the spring Alberta CARE conference and the SWANA conference also an update on the EPR program is available February 23 next meeting is February 15 in St. Paul

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

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

November 24, 2023 – Northern Lights Library System – via Zoom – 10:00 a.m.

- Discussion on policies. Given the size of the Board and the lengthy process of development and approval, policies are voted on as an omnibus motion. If requested, a policy can be remove and voted upon individually. If done as an omnibus motion, they are all either accepted or rejected. A new policy adopted is Electronic fund transfers. A number of policies are up for revision which will be brought back to a future meeting. The budget was approved in principle in August, and formally adopted today. Sixteen municipalities have accepted approval of proposed 1.5% increase. The 2024-2026 Plan of Service was accepted by all. ALTA report accepted for information, as well as Library Managers Council report. NLLS budget is very close – a few budget lines were overspent, but all in all, we are very close.
- I did some research on Alberta libraries, and discovered some interesting facts:
 - There are 326 public libraries in Alberta with 7 regional library systems managing them.
 - 317 out of 350 (91%) of municipalities provide access to library services. Of the 33 that do not provide any level of service, many are Summer Villages
 - People in Alberta had access to 14 Million books, CD's, DVD's, ebooks and other materials.
 - The image below is the Northern Lights Library Services region. It extends from Breyntat to Edgerton, Morinville to Sputnikow. NLLS serves 57 municipalities, 49 libraries, with a total population of 177,940.

November 28, 2023 – Pumpkin Patch Daycare – County Chambers

- Minutes from previous meeting were adopted. One employee switched to casual, 1 full-time staff short. Discussion on having a locked box for complaints. The school is licensed for 25 children. Heidi went through activities the children are participating in. The children to have a Christmas party with the Seniors' Centre. Policy review – Potential Health Risk & Illness – will be amended. Closed session.

December 11, 2023 – Muni-Corr – via Zoom – 10:00 a.m.

- Draft bylaws were presented, approved, and will be sent to municipal members for implementation. Question from Tammy Thompson regarding hunting & treaty rights on the trail. Anything outside of Crown property requires permission.
- The draft land book was reviewed by members, some properties are missing. Each municipality will be contacted to ensure precise information is entered. For example, CN was still listed as land owner on some properties.
- Staff was instructed to obtain a quote from JMD for Compilation of Engagement for January 15 meeting.
- RRTS – Marvin is replacing door locks at Heinsburg. He will be meeting with OHVA President regarding Provincial Funds. OVHA to prepare a report on how funds are distributed and spent. Alberta TrailNet to meet with Minister regarding funding, and to keep local MLA's informed. Executive report accepted for information. Draft budget 2024 was reviewed and well as Financial Report.

January 15, 2024 – Muni-Corr – via Zoom – 10:00 a.m.

- Compilation of Engagement – 3 quotes received, and we approved hiring Carlson, Roberts, & Seeley. It was agreed that changing auditors in a good practice.
- Vilna Solar Project – we have no issues with being an adjacent landowner to the Solar Project, but are going on record advising them of the dust from ATV's on the trail.
- 2024 Budget – approved
- Delegation – Chris Downs, Travel Alberta – it may be a good idea to get him to do a presentation to our County.
- RRTS – Groomer is only partially repaired, fortunately there is not a lot of snow. Cold Lake Snowmobile Club has been doing some brush clearing
- Executive report – accepted.
- County of St. Paul has done a rebuild and widening of St. Edouard (Edouardville) Coulee, but have taken a small portion of Iron Horse Trail. We will be requesting compensation.
- Request for grant from Community Grants was declined.
- Financial report – accepted.

January 17, 2024 – Community Futures – St. Paul – 5:00 p.m.

- Delinquency/Loan Portfolio/Loans/Client Supports – closed session
- Monthly financial – new system is in place, Xero, which Penny says is phenomenal and has reduced the time staff have spent previously.
- Judith has officially retired, new Planning/Admin person is Dana Smyl who is working 4 days/week.
- Digital Service Squad has assisted 164 businesses in the Region, we are hoping to get funding to continue this service.

January 22, 2024 – Ukrainian Twinning Committee – 10:00 a.m.

- Lorne appointed as Chair, Marianne Procki-Zaruskis is Vice-Chair
- Village of Vilna withdrawal from Committee – deferred to next meeting, managing partner and Chair will contact Vilna Council for clarification.
- Thank you letter to Community Futures for their donation – will be hand-delivered by Melody/Linda at next CF meeting.
- Education Project update – Kosiv is currently preparing videos of some students which will be shared with schools in Smoky Lake County.
- Contract renewal – Michelle Wright contract was not renewed and Town will manage Committee Projects and administration after February 1, 2024. Dawn & Michelle will meet – re: ongoing projects, Michelle to present written report.
- Ongoing projects with Kosiv – to set up a meeting with Kosiv and determine ongoing projects.
- Financials – balance o/s is \$3,209.72 – request by Marianne that updated financials be presented at every meeting. Carried
- Next meeting: at call of chair.

Other Meetings

- November 23, 2023 – Vilna Solar Project – Vilna Cultural Centre – 6:30 p.m.
- December 4, 2023 – Policy Committee Mtg. – Council Chambers – 10:00 a.m.
- December 5, 2023 – County Budget Mtg. – Council Chambers – 9:00 a.m.
- December 8, 2023 – Metis Nation of Alberta – Council Chambers – 12:00
- December 12, 2023 – County 2024 Budget Open House – via zoom – 7:00 p.m.
- December 13, 2023 – Smoky Lake Region ICC Mtg (Fire Services) – Council Chambers – 10:00 a.m.
- December 14, 2023 – County Council Mtg. – Council Chambers – 9:00 a.m.
- December 20, 2023 – Community Futures (Digital Services Squad) – IT session (a.m./Meeting w/Economic Development Officer, Linda Salstrom regarding Economic Development (not submitted on expense claim). This was done for information purposes to learn the role of economic officer in a community.
- January 9, 2024 – TSI meeting & Smoky Lake Region Fire & Rescue – Curling Rink – 9:00 a.m.
- January 11, 2024 – County Council Mtg. – Council Chambers – 9:00 a.m.
- January 16, 2024 – Smoky Lake RCMP Crime Prevention Town Hall – National Hall – 6:30 p.m.
- January 19, 2024 – Healing Waters Discussion – Council Chambers – 1:00 p.m.
- January 23, 2024 – Webinar: 2023 Year in Review & 2024 Outlook – via zoom – 11:00 a.m.
- January 24, 2024 – Webinar: Smart Governance: Leveraging Data for Better Municipal Management – via zoom – 10:00 a.m.
- January 25, 2024 – County Council Mtg. – Council Chambers – 9:00 a.m.

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

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

December 14, 2023 – Municipal Planning Commission – 2 p.m.

- Application for an Animal Breeding and/or Boarding Facility and Accessory Buildings; approved.

December 13, 2023 – Smoky Lake Region ICC Meeting – 10 a.m.

- Reviewed budget and funding formulas again and respective councils are to return to the next meeting (scheduled for 9 a.m. on January 29) prepared to discuss and finalize decisions relating to: which funding formula we will use, fire fighter pay, as well as full time vs part time members. It was also recommended we return with an actual count of how many fire hydrants are in the Region.

January 11, 2024 – Municipal Planning Commission – 2 p.m.

- Application for a Manufactured Home; approved.

Other Meetings

- December 04, 2023 – Policy Committee Mtg. – Council Chambers – 10:00 a.m.
- December 05, 2023 – County Budget Mtg. – Council Chambers – 9:00 a.m.
- December 08, 2023 – Metis Nation of AB. Mtg. – Zoom – 12:00 p.m.
- December 12, 2023 – 2024 County Budget Open House – Zoom – 7:00 p.m.
- December 13, 2023 – Joint Health and Safety Mtg. – Zoom – 8:00 a.m.
- December 13, 2023 – Smoky Lake Region ICC Fire Services Mtg. – Council Chambers – 10:00 a.m.
- December 14, 2024 – Regular County Council Mtg. – Council Chambers – 9:00 a.m.
- December 14, 2024 – Public Hearing – Council Chambers –
- December 15, 2023 – Smoky Lake Foundation Mtg. – Bar V Nook – 9:00 a.m.
- January 08, 2024 – Warspite Hall Association Special Mtg. – Warspite Hall - 7 p.m.
- January 09, 2024 – TSI & Smoky Lake Region Fire Services Mtg. – Curling Rink – 9 a.m.
- January 09, 2024 – Warspite Hall Association Special Mtg.- Warspite Hall – 7 p.m.
- January 11, 2024 – Regular County Council Mtg. – Council Chambers – 9 a.m.
- January 16, 2024 – Ad Hoc Housing Mtg. – Zoom – 9 a.m.
- January 19, 2024 – Smoky Lake Foundation Mtg. – Bar V Nook – 9 a.m.
- January 19, 2024 – Committee of the Whole – Council Chambers – 1 p.m.
- January 25, 2024 – Regular County Council Mtg. – Council Chambers – 9 a.m.

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

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

November 16, 2023 – Alberta's Lakeland DMO Meeting (Lorne - virtually)

- Tourism Partnership Updates were given on Kalayna Country and how they play apart in tourism in the Lakeland, PrairiesCan Projects are still on pace for completion.

- Website - 448% increase in traffic and 413% new user increase.
 - Lakeland DMO Representatives attended Power Up North in Cold Lake and sponsored a lunch showing DMO Region video/Q&A.
 - Lakeland Representative attended Northeast Alberta HUB Meeting presenting DMO Region video/Q&A.
 - Treasurers report was giving with all in good standing.
 - Drafting an MOU for partnership with Lakeland DMO and Kalyna Country.
 - Next Meeting is scheduled for January 18, 2024.
- November 28-30, 2023 – Federation of Alberta Gas Co-ops Conference (Lorne and Dan in-person)
- Toured the Trade Fair to learn about new technologies, services and build connections etc.
 - Attended the Gas Alberta Annual AGM and it appears all is in good standing regarding gas volumes, inventory, and competitive below other providers pricing etc.
 - Minister Neudorf welcomed and opened the conference discussing the importance of gas co-ops infrastructure and services in rural Alberta.
 - MLA and GOA Minister Open Forum demonstrated the GOA's commitment to natural gas needs and services, decreasing or removing carbon levy on essential services and agriculture use, carbon capture programs/projects etc.
 - Five resolutions were presented and passed.
 - Financial report was presented by Metrix Group LLP with all in good standing.
 - Aon Reed Stenhouse FedGas Insurance Reciprocal Exchange discussed insurance services including for gas loss, cyber security, member discounts etc.
 - Alberta Municipal Affairs discussed linear/equipment assessment requirements etc.
 - Attended Banquet to build relationships, partnerships, collaborate etc.
 - MLA Shane Getson discussed getting natural gas to tide water and economic corridors etc.
 - Canadian Gas Association, Paul Cheliak had a presentation on the need for gas is a reality and transitioning away from gas is most likely not evitable, educating people and modernizing utility acts/codes & standards is needed.
 - Keynote Speaker Jody Urquhart discussed bringing the change you want to be.
- December 06, 2023 – Highway 28/63 Regional Water Services Commission Meeting (Lorne and Dan in-person)
- Appointment of Chair (Lorne Halisky) and Vice Chair (Joyce Pierce) and other appointments for services etc. took place.
 - Received updates from the Interim Manager, Finance Manager, and Engineers.
 - Re-appointed Associated Engineering Alberta Ltd. of another Standing Offer Agreement (SOA) for a term January 01, 24 to December 31, 24.
 - Approved JMD Group LLP Audit Plan and Objectives/Scope for 2023 Financial Audit.
 - Board Member Appointments were presented.
 - Next Meeting is scheduled for February 29, 2024.
- December 13, 2023 – Northeast Alberta Alliance for Growth & Opportunity NAAGO Meeting (Lorne - virtually)
- Discussed writing Mandate Letters for all GOA Ministers, MLAs, and the Premier with a lobbyist writer on who, what, how etc. is the NAAGO Group and the Northeast Region.

Reeve & Division 5 Councillor's Report on various Committees, Boards and Commissions

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

- November 17, 2023 – Smoky Lake Foundation Meeting (Jered & Dominique)
- Organizational meeting: Jered elected as Chairperson, Tammy – Lynne Thompson as Vice Chairperson.
- November 20, 2023 – Council Budget Workshop (All Council)
- The Finance Manager reviewed budgetary procedures and operational impacts from the budget.
- November 21, 2023 – Council Budget Meeting (All Council)
- Approved changes to be incorporated into the: draft Five-Year Road Plan for 2024-2028, draft 2024 Capital Plan Budget, and the draft 2024 Interim Budget.
 - Scheduled a Virtual Open House for public feedback to be held December 12, 2023.
- November 21, 2023 – Joint County & Waskatenau Council Meeting (All Council)
- Received a verbal request from Lakeland Catholic School Division (LCSD) to fund a daycare space in Waskatenau's new school and requested the 'ask' to be in writing.
 - Recommended the LCSD adjust the design of the new school for potential future integration of a daycare.
- November 23, 2023 – Regular Council Meeting (All Council)
- Approved to donate \$240 to the Smoky Lake Food Bank.
 - Approved funding of \$673.22 to the Ukrainian Orthodox Society of Spedden.
 - Confirmed the Property Tax Sale reserve bids.
 - Approved FCCS funding of \$5,000 to Smoky Lake Agricultural Society and \$900 to Victoria Trail Ag Society.

- Amended Policy 02-12-04: Peace Officer Traffic Safety Plan.
 - Received the 3rd Annual 2023 Junior Firefighter Summer Day Camp financial report.
 - Agreed to partially fund the wages for 2 Smoky Lake Fire Department work experience students.
 - Awarded the contract for the Smoky Lake Region Investment Attraction Strategy to Michelle Wright.
 - Rejected an offer to purchase Plan 2562BS; RLY; 59 for \$4,500.
 - Gave first reading to Bylaw No. 1453-23: Land Use Bylaw Amendment for Supportive Living Facilities, Establishment of a Direct Control District for Supportive Living Facilities & Rezoning.
 - Approved the letters sent to the Minister of Agriculture and Irrigation as well as to the Deputy House Leader, Critic for Agriculture, Forestry and Rural Economic Development, about Smoky Lake County being exempted from the 2023 AgriRecovery Program for Livestock Producers.
 - Reconfirmed the purpose of the Lake Subdivision Wayfinding Signage is for the purpose of emergency services and promoting public awareness of the subdivision's layout and municipal reserve locations.
 - Approve to readvertise for the CAO position with more specific educational requirements.
- November 23, 2023 – Vilna Solar Project Open House (Jered, Linda, Dan)
- Received information from the developer about the stages of the project from immediate plans to long-term goals.
- November 24, 2023 – Virtual Meeting with Minister of Justice (All Council)
- Advocated for attention to the flaws in the Justice System and rampant Rural Crime, to find a solution.
 - Advocated for harsher conditions/sentencing for prolific criminals.
 - Advocated for enhanced rural policing
- December 4, 2023 – Policy Committee Meeting (All Council)
- Reviewed: Policy Statement No. 01-46-02: Social Media; Policy Statement No. 03-14-12: Haul Road Agreement; and Policy Statement No. 01-53-01: Treaty 6 & Land Acknowledgement.
 - Recommended Policy Statement No. 01-03-28: Organizational Chart, be reinstated and amended to include an Out-of-Scope Non-Union 11-Step Salary Grid; and recommended some municipal committees be facilitated under "Council Committee of the Whole" and incorporated into a new bylaw outlining the terms of reference.
- December 5, 2023 – Council Budget Meeting (All Council)
- Approved to pursue a hybrid Vehicle Replacement Program in 2024, of purchasing vehicles (which are to be kept within the fleet until there is no significant value is left) while phasing out any vehicles acquired under existing/upcoming leases.
 - Approved further changes to the draft Five-Year Road Plan for 2024-2028.
 - Approved "acting pay" compensation to Lydia Cielin, in the amount of \$18,900.00, for duties performed as the Interim CAO, during the 7 (seven) Months from June to December 2023.
- December 8, 2023 – Virtual Métis Nation of Alberta (MNA) Supportive Living Info Session (All Council)
- Attended the MNA information session in respect to a proposed Supportive Living Facility that they wish to build between the North Saskatchewan River and Victoria Trail, in the County.
- December 12, 2023 – Agricultural Service Board Meeting (Dan, Jered & Dominique)
- Dan Gawalko was acclaimed as the Chairperson of the ASB & Jered Serben as the Vice-Chairperson.
 - Recommended the County fund local producer's memberships to Lakeland Agricultural Research Association (LARA) in lieu of a any direct municipal contribution to LARA's 2024 operating budget, and have the County's Ag. Department provide in-house extension events.
 - Recommended the County's Policy No. 62-12-03: Clubroot, be amended to be a checklist instead of an agreement.
 - Recommended the County's No. 62-10-08: ASB Business Plan, be updated to align with changes made to the Mowing Program Policy and fulltime Animal Control Technician.
 - Recommended the County buy a \$1,000 membership to the Alberta Invasive Species Council.
 - Reviewed and supported all the 2024 Provincial Agricultural Service Board Resolutions numbers 1-24 through 7-24.
- December 12, 2023 – Virtual Open House for 2024 Budget (All Council)
- The Finance Manager presented the 2024 balanced budget based on the following:
 - No change in service levels,
 - Planned transfers to reserves have been removed,
 - Equipment replacement has been deferred,
 - Maintenance costs will increase as a result of above,
 - The Road Plan is based on feedback from Council and Management,
 - The assumption that the LGF grant will be equal to the MSI grant received in 2023,

- The predicted increase in policing costs of 50% (from \$191,242 to \$255,000),
- Escalation of costs due to inflation,
- Crush Gravel for \$450,000,
- Interest rates earned on funds will be approximately 5%.

December 13, 2023 – Joint Health & Safety Meeting (Dominique)

- Organizational meeting held and reviewed the formal safety inspection results, training completed, 3 incidents, Committee Member reports, safety correspondence.

December 13, 2023 – Smoky Lake Region Intermunicipal Collaboration Committee (ICC) Meeting (All Council)

- Cory Whitlock, Whitlock Contracting Ltd., was a delegation to provide insight from the perspective of a highly qualified resource to aid the Committee in determining the Regional Fire Services Budget and Funding Formula.
- Provided administration direction to for creating budget options.
- Recommended switching all fire hydrants to a universal connection and ensure engineering standards are met.

December 14, 2023 – Regular Council Meeting (All Council)

- Held a moment of silence to honour Johnny Cherniwchan, former Councillor for Division Two.
- Approved to waive a one-time sewage connection fee of \$2,500 to a resident of Bellis.
- Approve the Five-Year Consolidated Capital Budget with \$8,004,721 in 2024, \$10,907,927 in 2025, \$6,453,116 in 2026, \$5,678,001 in 2027, and \$3,523,117 in 2028.
- Approve the 2024 Interim Municipal Budget with revenues of \$22,494,464 and total Expenditures of \$24,538,764, not including amortization of \$2,044,300.
- Amended Policy Statement No. 01-53-02: Treaty and Indigenous Acknowledgement.
- Adopted the 2024 Natural Gas System Operating Budget with a total revenue of \$3,025,220 and total expenditures of \$3,220,220 (including amortization).
- Adopted the 2024 Natural Gas System Capital Budget with total revenue in the amount of \$267,000 and expenditures in the amount of \$317,000.
- Approved \$2,500 of FCSS funds to the Holubka Dancers for Parent Volunteer Appreciation.
- Approved \$500.00 to sponsor 2 Smoky Lake Curling Association rock handles.
- Approved to execute the "Agreement for Access to Information As Required by the Access to Motor Vehicle Information Regulation" in relation to the Peace Officer Program.
- Approved an unbudgeted expense of \$68,499.59, for unforeseen circumstances relating to bridge BF13398 crossing Cache Creek on Rge Rd 130, at NW07-60-12W4.
- Approve \$1,005.50 to the Royal Canadian Legion Smoky Lake Branch #227 for building repair materials.

December 14, 2023 – Public Hearing (All Council)

- The Public Hearing was from 9:20am to 2:08pm to receive public input on Bylaw No. 1453-23: a Bylaw of Smoky Lake to amend the Land Use Bylaw No. 1272-14, for the purposes defining Supportive Living Facilities and creating provisions relating thereto, and to rezone Part of River Lot 15 (Victoria Settlement) from Victoria Commercial (C2) District to Direct Control (DC2) District'.
- No further decisions were made on the bylaw that day.

December 14, 2023 – Municipal Planning Commission Meeting (All Council)

- Organizational meeting was held, Councillor Céré is the Chairperson & Councillor Gawalko is the Vice-Chairperson.
- Approved Development Permit No. 030-23: PLAN 1324097, BLOCK 1, LOT 1 (PT. NW-36-58-13-W4M) for the development of an Animal Breeding and/or Boarding Facility, Greenhouse, Shed, Coop & Detached Garage, subject to conditions.

December 15, 2023 - Smoky Lake Foundation Meeting (Jered & Dominique)

- Contracted Homeland Housing to operate the Foundation and to conduct an operational review.

January 9, 2024 – Smoky Lake Region Fire & Rescue Committee Meeting (All Council)

- Organizational meeting held, Deputy Reeve: Linda Fenerty was acclaimed as the Chairperson and Town Mayor Amy Cherniwchan was acclaimed as the vice-chairperson.
- Received a presentation from Transitional Solutions Inc., about Phase 3 of the Smoky Lake Regional Fire Services.
- Recommended the municipalities provide advocacy direction their respective Municipal Association: Rural Municipalities of Alberta (RMA) or Alberta Municipalities (AM) to address "Declining Fire Department Services Across Rural Alberta".
- Recommended exploring and considering Municipal Property Tax Incentives relating to firefighters living and serving within the Smoky Lake Region.

January 11, 2024 – Regular Council Meeting (All Council)

- Approved \$400 Municipal Tourism Partnership / Annual Membership to Go East Regional Tourism Organization.
- Approved a Recreational Trail Roadway License Agreement RLA-002-23, with the Smoky Lake Trail Twisters Snowmobile Club for Rge Rd 171, between Twp Rd 595A & Twp Rd 621.

- Denied fence compensation to former leasee of NE 23-60-13-W4M, as per the conditions of the Surface Lease Agreement.
 - Agreed to sell County-Owned land PT. SE-09-58-15-4W, containing +/- 20.04 acres (+/- 8.10 hectares), to Raymond Serafinchon, in the amount of \$50,000.00 + GST.
 - Amended Policy Statement No. 62-12-03: Clubroot.
 - Approved a bronze membership in the amount of \$1,000.00 to Alberta Invasive Species Council.
 - Approved to sponsor \$500 towards "The Original Grazing School for Woman" on March 2, 2024.
 - Deferred making a decision for Municipal Funding towards Lakeland Agricultural Research Association (LARA).
 - Approved to give \$500 towards Smoky Lake Stars U7 Minor Hockey team's hockey tournament.
 - Approved \$1,706 of FCSS grant to Village of Waskatenau Library Board for a Board Game Program.
 - Approved \$1,875 of FCSS grant to Vilna & District Agricultural Society for a Volunteer Appreciation Dinner.
 - Approved to **not** receive any Cost of Living (COLA) increment in 2024 for Council.
 - Approved renew the \$808.73 Federation of Canadian Municipalities (FCM) membership.
 - Recommend the Town of Smoky Lake, implement a letter writing campaign involving members of the public, community stakeholders, businesses, Smoky Lake Region Municipalities, Settlements, Reserves, and anyone, to urge the Provincial Government and Regional Health Authority in taking action to remove the red tape hindering the attraction and retention of physicians affecting the George McDougall Health Care Centre's Emergency Room Services and Medical Clinics in the Smoky Lake Region.
 - Acknowledged receipt of Alberta Community Partnership (ACP) 2023-24 grant funding
 - \$99,900 to Smoky Lake County, in support of the Smoky Lake Region Municipal Land Use Suitability Tool (MLUST) project,
 - \$200,000 to Village of Vilna, in support of the Smoky Lake Regional Water and Wastewater Infrastructure project, &
 - \$200,000 to Village of Waskatenau, in support of the Smoky Lake Regional Recreation Services Strategy project.
 - Acknowledged the Minister of Environment & Protected Areas, received is requesting municipalities to undertake preparations for drought in 2024, and agreed to prepare.
 - Agreed to renew a Standing Offer Agreement (SOA) with Associated Engineering Alberta Ltd for 3 more years.
 - Denied the request from the not-for-profit, Métis Crossing Experience Company, to support Metis Crossing Limited's application under Alberta's Community Organization Property Tax Exemption Regulation (COPTER) for property tax roll 17581251, legally described as River Lot 12-58-17-W4.
 - Approved to engage Human Edge Executive Search, for \$15,000.00 plus GST, to help recruit a County CAO.
- January 11, 2023 – Municipal Planning Commission Meeting (All Council, except Lorne)
- Approved Development Permit No. 001-24: PLAN 7520244, BLOCK 5, LOT 19, for the development of a Manufactured Home, subject to conditions.

Reeve's Report and Councillors Reports

295-24: Céré

That Smoky Lake County's Reeve Report received for the period of November 16, 2023, to January 11, 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:

Alberta Crown Prosecutor Services - Follow-up to Meeting with Minister Amery

296-24: Fenerty

That Smoky Lake County acknowledge receipt of the email from Alberta Crown Prosecutor Services, dated December 22, 2023, providing a follow-up to the meeting held between the County and Minister Amery on November 24, 2023, and asking the Deputy Chief Prosecutor for the Fort Saskatchewan Crown Office and the Chief Prosecutor responsible for all the regional prosecutors in the province to facilitate a meeting between their staff and the County.

Carried.

Community Justice Centre - Ministry of Justice release: “What We Heard” Report

297-24: Céré

That Smoky Lake County acknowledge receipt of the email from Community Justice Centre, dated January 16, 2024, in respect to how the Ministry of Justice’s release of the “What We Heard” report of the outcomes from the Community Justice Center (CJC) engagement conducted from September 2022 and April 2023, underscores the imperative need for attention in the event that Alberta moves forward with the development and implementation CJs.

Carried.

Retirement of Deputy Commissioner, Commanding Officer Alberta RCMP

298-24: Halisky

That Smoky Lake County acknowledge receipt of the letter from RCMP Commanding Officer Alberta, dated January 9, 2023 [2024], announcing the retirement of C.M. (Curtis) Zablocki, M.O.M., Deputy Commissioner, Commanding Officer Alberta RCMP.

Carried.

Utility Safety Partners - Proposed Damage Prevention Legislation

299-24: Halisky

That Smoky Lake County acknowledge receipt of the email from Utility Safety Partners, dated December 14, 2023, in respect to the proposed Damage Prevention Legislation, and forward the information to Natural Gas Manager response.

Carried.

Public Safety and Emergency Services (PSES) Engagement Team

300-24: Halisky

That Smoky Lake County Council who can attend – attend the virtual Public Safety and Emergency Services (PSES) Engagement Team’s Central district – Information session on the Provincial Police Advisory Board, scheduled for Tuesday, February 6, 2024, in response to the email received from the Public Safety and Emergency Services (PSES) Engagement Team, dated January 15, 2024, requesting input into changes to police governance following the recent legislative amendments to the Police Act.

Carried.

Alberta Agriculture & Irrigation - Response County’s Agri-Recovery Program Exemption

301-24: Fenerty

That Smoky Lake County acknowledge receipt of the letter from the Minister of Agriculture and Irrigation, dated December 19, 2023, encouraging County producers to discuss insurance option with their local AFCS (Agriculture Financial Services Corporation) branch, in response to the County’s November 7, 2023, letter of concern in respect to being exempt from the Agri-Recovery Program.

Carried.

Refocusing Alberta’s Health Care System Engagement Sessions

302-24: Halisky

That Smoky Lake County Council who can attend – attend the various Refocusing Alberta’s Health Care System Engagement Sessions organized by the Alberta Health System Refocusing Team, as per their email dated January 16, 2024, as an opportunity to engage directly with elected and senior leaders from the Government of Alberta.

Carried.

11. Information Releases:

303-24: Céré

That Smoky Lake County Council’s “Information Releases” received within the period of November 16, 2023 to December 22, 2023, listed as follows, be filed for information:

Information Release	
Date Released	Number/Information Released
November 16, 2023	R222-23: Benign Energy Canada Inc Letter – Premier Danielle Smith and Renewable Energy
November 16, 2023	R223-23: Smoky Lake Heritage Board Draft/Regular Meeting Minutes- July 2023
November 16, 2023	R224-23: Go East of Edmonton – Christmas Spirit
November 17, 2023	R225-23: UCC-APC Newsletter November 16, 2023
November 21, 2023	R226-23: Northeast Lakelands Discovery Report 2023
November 21, 2023	R227-23: RMA Contact Newsletter November 17, 2023
November 21, 2023	R228-23: FCM Newsletter November 20, 2023
November 21, 2023	R229-23: UCC – APC Newsletter November 20, 2023
November 21, 2023	R230-23: Alberta HUB Meeting Minutes October 26, 2023
November 22, 2023	R231-23: Victoria Mission Newsletter November 2023
November 23, 2023	R232-23: COPS Report November 2023
November 23, 2023	R233-23: Evergreen Reports
November 23, 2023	R234-23: Cropping Program Report – Alberta Applied Research Associations Letter
November 23, 2023	R235-23: FCM Newsletter November 23 2023
November 24, 2023	R236-23: RMA Contact Newsletter November 24, 2023
November 27, 2023	R237-23: Metis Nation Solar Farm Article
November 27, 2023	R238-23: FCM Newsletter November 27, 2023
December 1, 2023	R239-23: Holiday Card from Town of Stony Plain
December 1, 2023	R240-23: NSWA Newsletter November 2023
December 5, 2023	R241-23: RMA Contact Newsletter December 1, 2023
December 6, 2023	R242-23: Town of Smoky Lake December 2023 Newsletter
December 6, 2023	R243-23: UCC APC Newsletter December 6 2023
December 8, 2023	R244-23: UCC APC Newsletter December 7 2023
December 12, 2023	R245-23: Training Report – Agricultural Department
December 12, 2023	R246-23: RMA Contact Newsletter December 8, 2023
December 13, 2023	R247-23: Training Report – Agricultural Department
December 15, 2023	R248-23: UCC APC Newsletter December 14, 2023
December 19, 2023	R249-23: RMA Contact Newsletter December 15, 2023
December 20, 2023	R250-23: UCC APC Newsletter Dec 14 2023
December 22, 2023	R251-23: NSWA Newsletter Dec 2023
December 22, 2023	R252-23: RMA Dec. 22, 2023 Contact Newsletter
December 22, 2023	R253-23: Evergreen Regional Waste Management Services – Package Org & Nov. 16 Minutes Etc.

Carried.

12. Financial Reports:

Budget to Actual Report

304-24: Halisky

That Smoky Lake County Council **defer** the financial reports, including the Budget to Actual as at January 16, 2024 and Financial Statements for the month of December 2023, to the next scheduled Council meeting.

Carried.

13. Next Meeting(s):

Scheduled County Council Meetings

305-24: Céré

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

- Thursday, February 8, 2024, at 9:00 a.m., (Regular)**
- Thursday, February 22, 2024, at 9:00 a.m., (Regular)**
- Thursday, March 7, 2024, at 9:00 a.m., (Regular)**
- Thursday, March 28, 2024, at 9:00 a.m., (Regular)**
- Thursday, April 11, 2024, at 9:00 a.m., (Regular)**
- Thursday, April 25, 2024, at 9:00 a.m., (Regular),**

to be held virtually, through Electronic Communication Technology as per Bylaw 1376-20 **and/or** physically in County Council Chambers.

Carried.

Addition to the Agenda:

Joint Council Meeting with Village of Waskatenau

305-24: Halisky That Smoky Lake County Council **defer** scheduling the next **Joint Council Meeting with Village of Waskatenau** until after an informal coordination of calendars is held on the sidelines during the Joint Municipalities Meeting, scheduled for January 29, 2024.

Carried.

Jordan Ruegg, Planning & Development Manager, entered Council Chambers, time 10:22 a.m.

Addition to the Agenda (Executive Session):

Legal Issue: Métis Nation of Alberta's Proposed Supportive Living Facility Development

306-24: Halisky That Smoky Lake County Council go into Executive Session to discuss a Legal Issue: Métis Nation of Alberta's Proposed Supportive Living Facility Development: Healing Waters Treatment Center, under the authority of the FOIP Act Section 16: Third Party Business Interests and Section 27: Privileged Information, in the presence of all Council (with Councillor Gawalko present virtually), Interim Chief Administrative Officer, Planning & Development Manager, and Executive Services Clerk, time 10:22 a.m..

Carried.

Jordan Ruegg, Planning & Development Manager, left Council Chambers, time 11:01 a.m.

307-24: Halisky That Smoky Lake County Council go out of Executive Session, time 11:26 a.m.

Carried.

Jordan Ruegg, Planning & Development Manager, entered Council Chambers, time 11:32 a.m.

11:33 to 11:33 a.m.

Public Question and Answer Period:

None.

14. Executive Session:

Legal Issue: Smoky Lake Community Daycare Co-operative

308-24: Halisky That Smoky Lake County Council go into Executive Session to discuss a Legal Issue: Smoky Lake Community Daycare Co-operative, under the authority of the FOIP Act Section 16: Third Party Business Interests, in the presence of all Council (with Councillor Gawalko present virtually), Interim Chief Administrative Officer, Planning & Development Manager, and Executive Services Clerk, time 11:34 a.m..

Carried.

309-24: Céré That Smoky Lake County Council go out of Executive Session, time 11:47 a.m.

Carried.

Smoky Lake Community Daycare Co-operative

310-24: Céré That Smoky Lake County Policy Statement No. Policy 07-05-01: Smoky Lake Community Daycare Co-operative (Pumpkin Patch) - Terms of Reference, be rescinded; and dismiss the County's appointments to the Smoky Lake Community Daycare Co-operative (Pumpkin Patch Daycare) Committee, thereby removing Councillor Linda Fenerty as the appointed member and Councillor Dominique Céré as alternate member; and provide one-year's notice of withdraw to the Co-operative in respect to the County's Class B Membership Voting share in the capital of the Co-operative; and cancel the cellular services provided from the County's cellular plan.

Carried.

14. Executive Session:

Personnel Issue: Fire Department Staff

311-24: Fenerty That Smoky Lake County Council go into Executive Session to discuss a Personnel Issue: Fire Department Staff, under the authority of the FOIP Act, Section 27: Privileged Information, in the presence of all Council (with Councillor Gawalko present virtually), Interim Chief Administrative Officer, Planning & Development Manager, Fire Chief, and Executive Services Clerk, time 11:49 a.m..

Carried.

312-24: Céré That Smoky Lake County Council go out of Executive Session, time 12:27 p.m.

Carried.

Meeting Recessed Meeting recessed for Lunch, time 12:27 p.m.

Meeting Reconvened The meeting reconvened on a call to order by the Reeve at 1:15 p.m. in the physical (or virtual) presence of all Council Members, Interim Chief Administrative Officer, Executive Services Clerk, and Delegation: Todd Sharpe, Partner, HumanEdge Executive Search.

4. Delegation:

Present before Council from 1:15 p.m. to 2:56 p.m. was Todd Sharpe, Partner, HumanEdge Executive Search, to discuss Chief Administrative Officer Recruitment, under the authority of the FOIP Act Section 24: Advice from Officials, and FOIP Section 27: Privileged Information.

14. Executive Session:

Personnel Issue: Chief Administrative Officer (CAO) Recruitment

313-24: Fenerty That Smoky Lake County Council go into Executive Session to discuss a Personnel Issue: Chief Administrative Officer (CAO) Recruitment, under the authority of the FOIP Act Section 24: Advice from Officials, and FOIP Section 27: Privileged Information, in the presence of all Council (with Councillor Gawalko present virtually), Interim Chief Administrative Officer and Delegation: Todd Sharpe, Partner, HumanEdge Executive Search, time 1:15 p.m..

Carried.

314-24: Halisky That Smoky Lake County Council go out of Executive Session, time 2:57 p.m.

Carried.

15. **ADJOURNMENT:**

315-24: Fenerty

That the Smoky Lake County Council Meeting of January 25, 2024, be adjourned, time 2:57 p.m..

Carried.

REEVE

S E A L

CHIEF ADMINISTRATIVE OFFICER

SMOKY LAKE COUNTY

Minutes of the **County Council Committee of the Whole Meeting for the purpose of Planning of Friday, January 19, 2024, at 1:09 P.M.** held in County Council Chambers and virtually online through Electronic Communication Technology.

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

		ATTENDANCE
<u>Div. No.</u>	<u>Councillor(s)</u>	<u>Friday, Jan. 19, 2024</u>
1	Dan Gawalko	Present in Chambers
2	Linda Fenerty	Present in Chambers
3	Dominique Cere	Present in Chambers
4	Lorne Halisky	Present in Chambers
5	Jered Serben	Present in Chambers
Interim CAO	Lydia Cielin	Present in Chambers
Executive Svcs/R.S.	Patti Priest	Present in Chambers
Plan. & Dev. Manager	Jordan Ruegg	Present in Chambers

No Members of the Media were present.
One Member of the Public was virtually present.

Delegation: Métis Nation of Alberta (MNA) Representatives present:
Aaron Barner, Senior Executive Officer,
Reagan Bartel, Director of Health,
Ron Harrison, Executive Director, MNA Holdings Inc., and
Juanita Marios, Executive Director, Métis Crossing (virtually).

2. Agenda:

275-24: Fenerty

That the Agenda for Smoky Lake County Council Committee of the Whole Meeting for the purpose of Planning, for January 19, 2024, be adopted, as presented.

Carried Unanimously.

3. Delegation:

Present before Council from 1:11 p.m. to 2:54 p.m., was Métis Nation of Alberta (MNA) Representatives: Aaron Barner, Senior Executive Officer, Reagan Bartel, Director of Health, Ron Harrison, Executive Director of MNA Holdings Inc., and Juanita Marios, Executive Director of Métis Crossing, to discuss the MNA's proposed Supportive Living Facility Development: Healing Waters Treatment Center, in Executive Session, under the authority of the FOIP Act Section 16: Third Party Business Interests and Section 27: Privileged Information.

4. Executive Session:

Legal Issue: Proposed Supportive Living Facility Development

276-24: Halisky

That Smoky Lake County Council go into Executive Session under the authority of the FOIP Act Section 16: Third Party Business Interests and Section 27: Privileged Information, to discuss a Legal Issue in respect Métis Nation of Alberta's proposed Supportive Living Facility Development: Healing Waters Treatment Center, in the presence of the Métis Nation of Alberta's representatives: Aaron Barner, Senior Executive Officer, Reagan Bartel, Director of Health, Ron Harrison, Executive Director of MNA Holdings Inc., and Juanita Marios, Executive Director of Métis Crossing, all Council, Interim Chief Administration Officer, Planning and Development Manager, and Executive Services Clerk, time 1:11 p.m.

Carried.

Lydia Cielin, Interim Chief Administrative Officer, left Council Chambers, time 1:37 p.m.

Lydia Cielin, Interim Chief Administrative Officer, entered Council Chambers, time 1:39 p.m.

277-24: Gawalko

That Smoky Lake County go out of Executive Session, time 2:54 p.m.

Carried.

ADJOURNMENT

278-24: Cere

That the Smoky Lake County Council Committee of the Whole for the purpose of Planning Meeting of January 19, 2024, be adjourned, time 2:55 p.m.

Carried.

REEVE

S E A L

CHIEF ADMINISTRATIVE OFFICER

SMOKY LAKE COUNTY

Minutes of the **County Council Committee of the Whole Meeting for the purpose of Planning of Wednesday, January 31, 2024, at 9:12 A.M.** held in County Council Chambers and virtually online through Electronic Communication Technology.

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

		ATTENDANCE
<u>Div. No.</u>	<u>Councillor(s)</u>	<u>Wednesday, Jan. 31, 2024</u>
1	Dan Gawalko	Absent
2	Linda Fenerty	Present in Chambers
3	Dominique Cere	Present in Chambers
4	Lorne Halisky	Present in Chambers
5	Jered Serben	Present in Chambers
Interim CAO	Lydia Cielin	Present in Chambers
Executive Svcs/R.S.	Patti Priest	Absent
Plan. & Dev. Manager	Jordan Ruegg	Virtually Present
Ag. Fieldman	Carleigh Danyluk	Present in Chambers
Assist. Ag. Fieldman	Amanda Kihn	Present in Chambers
Plan. & Dev. Tech.	Kyle Schole	Virtually Present

No Members of the Media were present.
No Members of the Public were present.

2. Agenda:

316-24: Fenerty

That the Agenda for Smoky Lake County Council Committee of the Whole Meeting for the purpose of Planning, for January 31, 2024, be adopted, as amended:

Additions to the Agenda:

1. Off-Highway Vehicle Restrictions for Fire Prevention.
2. Alberta Indigenous & Municipal Police Transition Grant Program – Application.

Carried Unanimously.

3. Delegation:

Nil.

5. Executive Session:

Land Issue: White Earth Creek Water Flow

317-24: Cere

That Smoky Lake County Council go into Executive Session, under the authority of the FOIP Act Section 21: Intergovernmental Relations and Section 24: Advice from Officials, to discuss a Land Issue in respect to White Earth Creek Water Flow, in the presence of all Council (except Councillor Gawalko), Interim Chief Administration Officer, Planning and Development Manager, and Agricultural Fieldman, Assistant Agricultural Fieldman, time 9:15 a.m.

Carried.

318-24: Halisky

That Smoky Lake County go out of Executive Session, time 9:50 a.m.

Carried.

White Earth Creek Water Flow

319-24: Halisky That Smoky Lake County Council **recommend** Administration contact relevant intergovernmental agencies: Provincial and Federal, to clarify what actions Smoky Lake County can or cannot undertake in respect to White Earth Creek's water flow flooding surrounding lands.

Carried.

4. Discussion:

Strategic Plan Priority to Grow Employment - Property Tax Incentives / Exemptions

320-24: Cere That Smoky Lake County Council **recommend** Administration bring forward further research to consider at a future, Regular Council Meeting, in respect to options for implementing Property Tax Incentives / Exemptions, as part of the 2023-2025 Strategic Plan's Priority: "Grow Employment Opportunities", and include examples of successes experienced by other rural municipalities who have implemented such incentives.

Carried.

Additions to the Agenda:

Off-Highway Vehicle Restrictions for Fire Prevention

321-24: Cere That Smoky Lake County Council **recommend** Administration bring forward a draft bylaw to revise and repeal the Bylaw No. 1149-07: Off Highway Vehicles (OHV), to allow for the incorporation of OHV restriction regulations for the purpose of enforcing fire prevention.

Carried.

Alberta Indigenous & Municipal Policing Transition Grant Program

322-24: Fenerty That Smoky Lake County Council **recommend** Administration re-submit an application to the Alberta Indigenous & Municipal Policing Transition Grant Program, subject to the Village of Vilna and Village of Waskatenau providing letters of support for a joint project titled: Smoky Lake County Crime Strategy Study, for potential funding in the amount of \$90,000.00; in an effort to increase the original potential funding in the amount of \$30,000.00, in respect to the original application submitted on January 16, 2024.

Carried.

Strategic Plan 2023-2025 Priorities Progress Report

323-24: Cere That Smoky Lake County Council **recommend** the Smoky Lake County Strategic Plan 2023-2025 Priorities Progress Report, prepared as information for the January 31, 2024, Council Committee of the Whole Meeting, be updated and brought forward to a future Regular Council Meeting to acknowledge.

Carried.

ADJOURNMENT

324-24: Halisky That the Smoky Lake County Council Committee of the Whole for the purpose of Planning Meeting of January 31, 2024, be adjourned, time 11:21 a.m.

Carried.

REEVE

S E A L

CHIEF ADMINISTRATIVE OFFICER

SMOKY LAKE COUNTY

Minutes of the **County Council Meeting** held on Thursday, **February 8, 2024**, at 9:05 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:

		ATTENDANCE
<u>Div. No.</u>	<u>Councillor(s)</u>	<u>Thursday, Feb. 8, 2024</u>
1	Dan Gawalko	Present in Chambers
2	Linda Fenerty	Present in Chambers
3	Dominique Cere	Present in Chambers
4	Lorne Halisky	Present in Chambers
5	Jered Serben	Present in Chambers
Interim 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:

Plan. & Dev. Manager	Jordan Ruegg	Virtually Present
Comm. Officer	Evonne Zukiwski	Virtually Present
Natural Gas Manager	Daniel Moric	Virtually Present
Comm. Peace Officer	Tate Murphy	Virtually Present
Fire Services Clerk	Meaghan Andreychuk	Virtually Present
Public	2 Members	Virtually Present
Media	No Members	N/A

2. Agenda:

325-24: Fenerty That the Smoky Lake County Council Meeting Agenda for Thursday, February 8, 2024, be adopted, as presented. Carried Unanimously.

3. Minutes:

Minutes of January 11, 2024 – Regular Council Meeting
 326-24: Gawalko That the minutes of the **Smoky Lake County Regular Council Meeting**, held on Thursday, January 11, 2024, be adopted as presented. Carried.

4. Delegation:

Nil.

5. Public Hearing:

Nil.

6. Municipal Planning Commission:

Nil.

7. Request for Decision:

Advertising Billboards on County-Owned Land

327-24: Céré

That Smoky Lake County Council, **subject to approval through the Development Permit process and compliance with any conditions therein**, grant permission to Brock Boards to erect three 8' x 12' V-shaped advertising billboards on the County-Owned lands legally described as PT. SW 27-59-17-W4M, commonly described as adjacent to Highway 28 and north of the Town of Smoky Lake, and enter into an advertising agreement with Brock Maschmeyer, Owner of Brock Boards, for the County to receive 20% of any revenue generated from the billboards at the said location.

Carried.

Bylaw No. 1454-24: Off Highway Vehicles

328-24: Cere

That Smoky Lake County Bylaw No. 1454-24: Off Highway Vehicles (OHV), for the purpose of regulating the operation of off-highway vehicles in Smoky Lake County and to provide enforceable OHV restrictions for fire prevention, be given **FIRST READING**; and provide public notice in accordance with Policy Statement No. 01-51: Public Participation, for public input.

Carried.

Spencer Kotylak, Deputy Fire Chief, entered Council Chambers, time 9:37 a.m.

Bylaw No. 1455-24: Corridor Regulation

329-24: Fenerty

That Smoky Lake County Bylaw No. 1455-24: Corridor Regulation, for the purpose of regulating the use of the corridor owned by North East Muni-Corr Ltd., be given **FIRST READING**.

Carried.

Moved by Cere that Smoky Lake County Bylaw No. 1455-24: Corridor Regulation, for the purpose of regulating the use of the corridor owned by North East Muni-Corr Ltd., be given **SECOND READING**.

Carried.

Moved by Halisky that Smoky Lake County Bylaw No. 1455-24: Corridor Regulation, for the purpose of regulating the use of the corridor owned by North East Muni-Corr Ltd., be given unanimous consent for **Permission for Third Reading**.

Carried Unanimously.

Moved by Gawalko that Smoky Lake County Bylaw No. 1455-24: Corridor Regulation, for the purpose of regulating the use of the corridor owned by North East Muni-Corr Ltd., be given **THIRD & FINAL READING**, and the Reeve and Interim 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.

Spencer Kotylak, Deputy Fire Chief, left Council Chambers, time 9:46 a.m.

8. Interim Chief Administrative Officer's Report:

Nil.

9. Council Committee Reports:

Nil.

10. Correspondence:

Smoky Lake RCMP Detachment

330-24: Halisky That Smoky Lake County acknowledge receipt of the information provided from the Smoky Lake RCMP Detachment titled:

- Community Policing Report, letter dated January 26, 2024,
- Crime Statistics, dated Q4 2019-2023, and
- Calls for Service Report, dated January - December, 2023.

Carried.

Alberta Justice - Empowering Communities to Boost Access to Justice

331-24: Cere That Smoky Lake County acknowledge receipt of the News Release email received from Alberta Justice, dated January 30, 2024, titled: Empowering Communities to Boost Access to Justice, announcing the Alberta government is investing \$1.2 million into a new one-time grant to support community-based initiatives giving Albertans more options for resolving criminal, family and civil justice matters outside the courtroom.

Carried.

Federation of Alberta Gas Co-ops Ltd.

332-24: Halisky That Smoky Lake County acknowledge receipt of the letter received from the Federation of Alberta Gas Co-ops Ltd., dated January 30, 2024, providing written notice of Smoky Lake County Natural Gas System's Year-2024 Operations & Maintenance (O&M) Audit, being scheduled to commence on May 6, 2024, to be conducted by a Federation of Alberta Gas Co-ops Ltd. O&M Auditor.

Carried.

One Member of the Public, virtually joined the meeting, time 9:51 a.m.

Municipal Affairs - Notice of New Alberta Codes Editions Coming into Force

333-24: Gawalko That Smoky Lake County acknowledge receipt of the bulletin received from the Municipal Affairs, dated January 2024, providing notice of the new Alberta codes editions coming into force May 1, 2024:

- National Building Code - 2023 Alberta Edition,
- National Fire Code - 2023 Alberta Edition, and the
- National Energy Code of Canada for Buildings 2020.

Carried.

Inside Outside Studios Inc. - 2023 County Map Sales Annual Report

334-24: Serben That Smoky Lake County acknowledge receipt of the 2023 County Map Sales – Annual Report, received from Inside Outside Studios Inc., of Calgary Alberta, in regard to the sale of virtual Smoky Lake County maps sold through their mobile application software: “iHunter Alberta”, reporting a total of 345 maps sold in Year-2023, which generated a royalty revenue to the County in the amount of \$2,957.92; and deny permission to increase the end user map pricing from the amount of \$14.99 to \$19.99 per map, in response to the correspondence from Mark Stenroos of Inside Outside Studios Inc., dated January 12, 2024.

Carried.

NWST Charitable Foundation – Tree Tribe Initiative Proposal for Free Tree Planting

335-24: Fenerty That Smoky Lake County request further information in respect to the email from Harpreet Kaur, NWST Charitable Foundation, dated January 23, 2024, proposing an initiative to enhance the preservation of nature by planting trees, free of cost; and **defer** the decision to participate or not to a future meeting after more information is received.

Carried.

Village of Andrew’s Letter of Apology to JMD Group LLP

336-24: Cere That the copied letter received by Smoky Lake County, to JMD Group LLP Chartered Professional Accountants from the Village of Andrew, dated January 20, 2024, confirming the Village’s re-engagement with JDM Group LLP to complete their Year-2022 audit, and apologizing for the unfounded and unprofessional negative statements and criticisms made by the Village’s former Chief Administrative Officer in respect to JMD Group's audit services in the spring 2023, be filed information.

Carried.

Minister of Health – Doctors in Smoky Lake

337-24: Halisky That Smoky Lake County Council respond to the email received from the Minister of Health, dated January 26, 2024, with a subject line of: “Doctors Smoky Lake”, to request clarification in respect to the following sentence within the said email: “I am happy to share that, in addition to Dr. Esterhuizen, one physician started practice in July 2023, three physicians are undergoing their CPSA assessment and are expected to begin practice soon, and one physician is waiting to begin their CPSA assessment later this year.”.

Carried.

11. Information Releases:

Nil.

12. Financial Reports:

Executive Session:

Personnel Issue – Environment and Park Staff

338-24: Cere That Smoky Lake County Council go into Executive Session to discuss a Personnel Issue, in respect to Environment and Parks Staff relating to Landfill Revenue, in the presence of all Council, Interim Chief Administrative Officer, Finance Manager, and Executive Services Clerk, under FOIP Act Section 24: Advice from Officials, and FOIP Section 27: Privileged Information, time 10:08 a.m..

Carried.

339-24: Halisky That Smoky Lake County Council go out of Executive Session, time 10:13 a.m.

Carried.

Financial Statement & Budget to Actual Report

340-24: Halisky That Smoky Lake County’s Financial Statement as at November 30, 2023, and Budget to Actual Report as at November 16, 2023, be accepted for information.

Carried.

13. Next Meeting(s):

Scheduled Joint Meeting with Village of Waskatenau Council

341-24: Halisky That the next Joint Meeting between Smoky Lake County Council and Village of Waskatenau Council, be scheduled for **February 28, 2024, at 2:00 p.m.**, to be held virtually, through Electronic Communication Technology as per Bylaw 1376-20 **and/or** physically in County Council Chambers.

Carried.

One Member of the Public, entered Council Chambers, time 10:39 a.m.
One Member of the Public, joined the meeting virtually, time 10:39 a.m.

Next & Scheduled County Council Meetings

342-24: Halisky That the next Smoky Lake County Council Meetings be re-confirmed and **scheduled** as follows:

Thursday, February 22, 2024, at 9:00 a.m., (Regular),
Friday, March 1, 2024, at 9:00 a.m. (Committee of the Whole),
Friday, March 5, 2024, at 10:00 a.m. (Committee of the Whole),
Thursday, March 7, 2024, at 9:00 a.m., (Regular),
Thursday, March 28, 2024, at 9:00 a.m., (Regular),
Thursday, April 11, 2024, at 9:00 a.m., (Regular), and
Thursday, April 25, 2024, at 9:00 a.m., (Regular),
to be held virtually, through Electronic Communication Technology as per Bylaw 1376-20 **and/or** physically in County Council Chambers.

Carried.

14. Executive Session:

Legal Issue – Vehicle Damage Claim

343-24: Cere That Smoky Lake County Council go into Executive Session to discuss a Legal Issue, in respect to a claim for vehicle damage submitted in accordance with Policy Statement No. 14-A10-01, in the presence of all Council, Interim Chief Administrative Officer, Finance Manager, and Executive Services Clerk, under the authority of the FOIP Act Section 24: Advice from Officials, time 10:40 a.m.

Carried.

344-24: Gawalko That Smoky Lake County Council go out of Executive Session, time 10:49 a.m.

Carried.

Vehicle Damage Claim Denied

345-24: Gawalko That Smoky Lake County Council **take no action** by denying the claim received in accordance with County Policy Statement No. 14-A10-01, from a Member of the Public, under County File No. VDC-2024-01, dated January 25, 2024, requesting reimbursement in the amount of \$419.00, for personal vehicle damages claimed to have been caused by a 10” rock protruding from the road within the Hillside Acres Subdivision, on January 23, 2024.

Carried.

14. Executive Session:

Personnel Issue: Conduct

346-24: Halisky That Smoky Lake County Council go into Executive Session to discuss a Personnel Issue, in respect to Conduct, in the presence of all Council, under FOIP Act Section 24: Advice from Officials, and FOIP Section 27: Privileged Information, time 10:56 a.m..

Carried.

347-24: Halisky

That Smoky Lake County Council go out of Executive Session, time 11:28 a.m.

Carried.

11:33 a.m. to 12:12 p.m.

Public Question and Answer Period:

[The questions were in respect to Development Permit No. 030-23: PLAN 1324097, BLOCK 1, LOT 1 (PT. NW-36-58-13-W4M) for the development of an Animal Breeding and/or Boarding Facility, Greenhouse, Shed, Coop & Detached Garage]

Online Member of the Public, questioned if the County or the owner would be liable if a dog got loose and caused harm.

A Member of the Public present in Council Chambers, questioned the approval process for development permits and the responsibility of Council.

The Reeve, Council, Administration, and Clerk of the Subdivision and Development Appeal Board (SDAB), answered with the following points, including but not limited to:

- The appeal process is not yet complete; the SDAB hearing has been closed and decision is now pending.
- Once the decision is handed down from the SDAB, the appellant has 30 days to appeal to Court of King's Bench.
- Development issues are dealt with through the Municipal Planning Commission (MPC) and SDAB, not Council.

One Member of the Public, left Council Chambers, time 12:12 p.m.

15. ADJOURNMENT:

348-24: Gawalko

That the Smoky Lake County Council Meeting of February 8, 2024, be adjourned, time 12:12 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.

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

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

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.

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: van der Vaart	First Name: Lise
Phone Number: 780-656-4212	E-mail Address: lvandervart@smokylakelibrary.ab.ca
Mailing Address:	
490 Box	Smoky Lake, Alberta Town
	T0A 3C0 Postal Code

Group / Organization / Business / Individual:

- Representing a Group / Organization / Business : Smoky Lake Public Library
- Attending as a Individual

NAME OF PRESENTERS / ORGANIZATION:

Name	Position Title	Supporting documentation (optional)
1. <u>Lise van der Vaart</u>	<u>Library Manager</u>	<input checked="" type="checkbox"/> Handouts at the meeting (please provide copies to the Municipal Clerk or bring 12 copies to the meeting)
2. <u>Susannah Eldridge</u>	<u>Programmer</u>	<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

We are kindly requesting \$6500 from the County FCSS Grant to run our library programs for 2024.

List desired outcome of presentation/recommend to Council: Approval of grant request

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) Lise van der Vaart	SIGNATURE 	DATE February 7, 2024
--	---------------	--------------------------

OFFICE USE Only:

Applicant Received: _____ By: _____
 Confirmed by: _____ Council Meeting Date: _____



Smoky Lake Municipal Library

Annual Report 2023



The library had **1,175** open hours in 2023



322 people have a card at our library



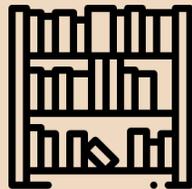
5,871 people walked through our doors last year



In addition to **2,188** website visits



The library added **455** new items last year



Bringing the total collection to **10,400**



There were **2394** downloads of e-Content



Contributing to a total of **11695** checkouts!



We lent our items to libraries outside of our system **3,386** times



Our service is delivered by **4** dedicated staff



And **11** amazing volunteers



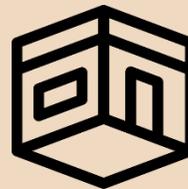
The library has **6** public computers



And brought in **4,770** items upon patron request



We answered **398** reference questions



And our meeting spaces were booked **17** times



We proctored **11** Exams



We offered **184** in-person programs



20 virtual programs



And **7** Take & Make programs



2,592 people attended in total!



And our Wi-Fi had **103** connections!



Delegation Request Form

APPLICATION

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

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

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

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.

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: <u>TCHIR</u>	First Name: <u>CASEY</u>
Phone Number: <u>780</u> [REDACTED]	E-mail Address: [REDACTED]
Mailing Address: <u>Box</u> [REDACTED] <u>Alberta</u> [REDACTED]	
Box	Town
	Postal Code

Group / Organization / Business / Individual:

- Representing a Group / Organization / Business : _____
- Attending as a Individual

NAME OF PRESENTERS / ORGANIZATION:

	Name	Position Title	Supporting documentation (optional)
1.	<u>CASEY TCHIR</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**

REVISIONS TO ESTATES OF BONNIE LAKE OUT LINE PLAN

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>CASEY TCHIR</u>	SIGNATURE [REDACTED]	DATE <u>FEB 6 / 2024</u>
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OFFICE USE Only:

Applicant Received: _____ By: _____

Confirmed by: _____ Council Meeting Date: _____



Request for Decision (RFD)

Meeting Date: Thursday, February 22, 2024

Agenda Item: # **7.1**

Topic: Lakeland Agricultural Research Association Partnership

Presented By: Agricultural Department

Recommendation:

1. That Smoky Lake County acknowledge the Lakeland Agricultural Research Association (LARA) Board removed the option to purchase individual memberships to LARA at their meeting held on February 5th, 2024, and therefore the recommendation made by the Agricultural Service Board (ASB) on December 12, 2023, to fund individual memberships in the amount of \$200.00 per producer Premise ID Number and/or Farm Fuel Benefit Number, in Year-2024, up to a total County wide maximum funding in the amount of \$30,000.00 to Lakeland Agricultural Research Association (LARA), and have the Smoky Lake County ASB provide in-house extension event(s), is no longer an option.
2. That Smoky Lake County provide a municipal contribution in the amount of \$55,000.00 towards the Lakeland Agricultural Research Association (LARA) Year-2024 Operating Budget, and enters into an agreement to allow Smoky Lake County producers access to LARA's Year-2024 environmental and extension programming.
3. That Smoky Lake County request detailed historical information from Lakeland Agricultural Research Association (LARA) in respect to the number of LARA events held in Smoky Lake County and the number of Smoky Lake County producers who were in attendance at any LARA event, as well as all relevant information which validates Smoky Lake County providing municipal funds to LARA.
4. That Smoky Lake County's Agricultural Fieldman bring forward options for providing environmental and extension programming specific to Smoky Lake County Producers in Year-2025, for consideration in October 2024.

Background:

For the last 9 years Smoky Lake County Agricultural Service Board has partnered with the Lakeland Agricultural Research Association (LARA) to provide unbiased environmental and extension programming to Smoky Lake County's agricultural community. Smoky Lake County has contributed \$55,000.00 of ASB operational funds to LARA annually, since 2015.

November 6, 2014 Smoky Lake County first entered into a contract with LARA.

- That the Smoky Lake County Agricultural Service Board partner with Lakeland Applied Research Association to provide environmental and extension programming for Smoky Lake County residents and increase the 2015 ASB budget by \$55,000; and the Environmental Streamline Program grant funding of \$25,000.00 remain in-house. **Motion #112-14**



Request for Decision (RFD)

Budget amount has remained the same for LARA since the initial contract.

- December 16, 2019 That Smoky Lake County not enter into a contract with the Lakeland Agricultural Research Association (LARA) for the Year-2020 Extension Programming, as Smoky Lake County has provided a municipal contribution in the amount of \$55,000.00 each year from Year-2015 to Year-2019, and LARA is not willing to accept Smoky Lake County's reduced Year-2020 municipal contribution offer as per the November 6, 2019 Council Motion #1221-19 in the amount of \$25,000.00 towards the LARA program. **Motion # 294-19**

Following the December 16, 2019 meeting LARA had sent out a newsletter to producers in Smoky Lake County notifying them that Smoky Lake County would no longer be contributing to LARA.

February 24, 2020, 20 Members of the Public entered Council Chambers to attend the meeting and express their concerns about LARA no longer being funded by Smoky Lake County.

February 24, 2020

- That Smoky Lake County Council's December 16, 2019 Motion # 294-19: "That Smoky Lake County not enter into a contract with the Lakeland Agricultural Research Association (LARA) for the Year-2020 Extension Programming, as Smoky Lake County has provided a municipal contribution in the amount of \$55,000.00 each year from Year-2015 to Year-2019, and LARA is not willing to accept Smoky Lake County's reduced Year-2020 municipal contribution offer as per the November 6, 2019 Council Motion #1221-19 in the amount of \$25,000.00 towards the LARA program.", BE RESCINDED; and, approve to provide Lakeland Agricultural Research Association (LARA) funds for Year-2020 in the amount of \$55,000.00, and proceed to execute a contract with the LARA for the Year-2020 Agricultural Extension Programming. **Motion # 576-20**

Smoky Lake County Agricultural Service Board requested a decrease in funding

- December 14, 2021 That Smoky Lake County's Agricultural Service Board Chairperson attend the next Lakeland Agricultural Research Association (LARA) board meeting in February 2022, for the purpose of requesting a 25% reduction to the Year-2022 County funding contribution in the amount of \$55,000.00 to the amount of \$41,250.00 towards LARA's extension programming services and research with emphasis on cattle production. **Motion #109-21**
- December 14, 2022 Council Meeting **Motion # 202-22** That Smoky Lake County Council **defer** consideration of executing the agreement with the Lakeland Agricultural Research



Request for Decision (RFD)

Association for the 2023 year for continued extension programming at a cost of \$55,000, to the January 26, 2023 County Council Meeting.

Agricultural Fieldman was directed to reach out to LARA to inquire about different levels of funding for Smoky Lake County.

- January 26th, 2023 That Smoky Lake County Council **defer** the Operational Funding Agreement with Lakeland Agricultural Research Association (LARA), effective January 1, 2023 and expiring on December 31, 2023, with an Extension Programming funding contribution in the amount of \$55,000.00 to LARA for Year-2023 for the continuation of receiving unbiased environmental and extension programming for the Smoky Lake County Agricultural Community. **Motion #315-23**

Council wanted to see the results of the LARA Programming Survey that was conducted by LARA during this timeframe before deciding. This survey was **not** Smoky Lake County specific; it had been put out to the Public, so the results were not entirely relevant.

- February 14th, 2023 That Smoky Lake County execute an agreement with Lakeland Agricultural Research Association (LARA) for Year-2023 and provide funds in the amount of \$55,000.00 to LARA, for the provision of enhanced extension programming to Smoky Lake County producers to meet the County's obligations under the Resource Management Stream of the Provincial Agricultural Service Board (ASB) Grant. **Motion #381-23**
- Smoky Lake County partnered with LARA for the 2022 year with the following outcomes:
 - 44 research trials that composed 1914 research plots – 5 research trials at the Smoky Lake Plot consisting of 247 plots and 1 hemp demonstration.
 - 210 producers attended 28 extension events.
 - 6 Environmental Farm Plans
 - 18 Producers assisted with CAP grant projects.
- In 2023 LARA was amenable to provide an extension-based program for \$30,000. This extension-based program would have no trials within the County but would continue to offer mail-outs of newsletters and other information materials. They would offer at minimum one in person event within the county and continue to support producers one-on-one through phone calls, emails etc. Smoky Lake County would no longer have board representation. Council chose to fund the full amount of \$55,000 for the 2023 year. **Motion #380-23**
- That Smoky Lake County's Agricultural Service Board provide a recommendation to Smoky Lake County, based on survey results, and information collected by Board Member speaking to local producers, in respect to either: fund, not fund, increase, or decrease,



Request for Decision (RFD)

the municipal contribution towards the Lakeland Agricultural Research Association (LARA) Year-2024 operating budget, to:

- fund individual memberships in the amount of \$200.00 per producer Premise ID Number and/or Farm Fuel Benefit Number, in Year-2024, up to a total County wide maximum funding in the amount of \$30,000.00 to Lakeland Agricultural Research Association (LARA), in lieu of any municipal contribution towards the LARA Year-2024 operating budget; and have the Smoky Lake County ASB provide in-house extension event(s). **Motion 05-23**

- That Smoky Lake County's Agricultural Service Board **recommends:** that Smoky Lake County provides a municipal contribution in the amount of \$55,000.00 towards the Lakeland Agricultural Research Association (LARA) Year-2024 Operating Budget, and enters into an agreement to allow Smoky Lake County producers access to LARA's Year-2024 environmental and extension programming; **and** request all relevant detailed historical information from LARA in respect to the number of LARA events held in Smoky Lake County and the number of Smoky Lake County producers who were in attendance; **and** have the Smoky Lake County Agricultural Fieldman bring forward options for providing environmental and extension programming specific to Smoky Lake County Producers in Year-2025, for consideration in October 2024. **Motion # 24-24**

PROPOSAL:

- Factors to consider if Smoky Lake County Agricultural Service Board doesn't enter into an agreement with LARA.
 - How will we provide extension to our producers? Due to our ASB Grant Agreement with the Province extension still needs to be provided.
 - LARA gives us a bale probe for producers to pick up and use for free.
 - LARA provides unbiased research and advice to producers.
 - With the loss of many Alberta Agriculture experts there are limited free resources to refer producers with questions to. The expertise provided by LARA is valuable to our residents.
 - Individual producers can pay to be LARA members for \$200.

Benefits:

Smoky Lake County will still meet our obligations under the Resource Management Stream of the ASB Provincial Grant.

Our producers will still have access to unbiased research and advice.

Disadvantages:

Alternatives:

Host events in-house.

No events

Quarterly newsletter



Request for Decision (RFD)

Host events on an as needed/ as 'hot topics' arise.

Financial Implications:

If Smoky Lake County continues to partner with LARA there are no budget implications. If Smoky Lake County decided to switch their level of service being provided to them by LARA there will be budget implications. If Smoky Lake County decides to terminate their partnership with LARA there will be budget implications.

Legislation:

Smoky Lake County has an obligation under the Resource Management Stream on the ASB Provincial Grant to provide producers with a form of extension.

Intergovernmental:

Collaborate regionally with Lac La Biche County, MD of Bonnyville and the County of St. Paul through LARA

Strategic Alignment:

Enclosure(s):

Signature of the CAO: 



Request for Decision (RFD)

Meeting Date: Thursday, January 11, 2024

Agenda Item: # 7.2

Topic: Agricultural Service Board Business Plan 2024

Presented By: Agricultural Department

Recommendation:

That Smoky Lake County Council amend *Policy Statement 62-10-07 Agricultural Service Board Business Plan 2024* to include changes made to *Policy Statement 62-28-06 Mowing Program* and the fulltime Animal Control Technician position as recommended by Smoky Lake County's Agricultural Service Board, on December 12th, 2023, Motion #ASB08-23.

Background:

Smoky Lake County Agricultural Service Board established the Agricultural Service Board Business Plan in 2010 to track duties carried out as part of the agreement with Alberta Agriculture to ensure compliance with all the duties related to the *Weed Control Act*, *Soil Conservation Act*, *Agricultural Pest Act* and *Agricultural Service Board Act*.

Smoky Lake Agricultural Service Board has used the Business Plan as a way of tracking changes and improvements to the ASB Program and ensuring compliance with duties laid out by Alberta Agriculture, Forestry and Irrigation.

Benefits:

Provides ASB Staff with guidance and ensures compliance.

Disadvantages:

N/A

Alternatives:

N/A

Financial Implications:

N/A

Legislation:

Smoky Lake County has an obligation to carry out duties related to the *Weed Control Act*, *Soil Conservation Act*, *Agricultural Pest Act* and *Agricultural Service Board Act*. This Business Plan is a way of tracking those responsibilities in one location, and keeping us up to date as things change over the years.

Intergovernmental:

N/A

Strategic Alignment:

N/A

Enclosure(s):

ASB Business Plan Policy Statement 62-10-08

Signature of the CAO: _____

A handwritten signature in black ink, appearing to be "Lynne", written over a horizontal line.

SMOKY LAKE COUNTY



Title: Agricultural Service Board Business Plan		Policy No.: 10-08	
Section: 62	Code: P-A	Page No.: 1 of 12	E

Legislation Reference:	<i>Alberta Provincial Statutes</i>
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Purpose:	To establish a Business Plan for the Smoky Lake County Agricultural Service Board
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Policy Statement and Guidelines:	
<p>1. STATEMENT:</p> <p>1.1 The Smoky Lake County Agricultural Service Board (ASB) is in the business of providing its residents with agricultural programming to enhance the environment, farm income and quality of life. This is achieved through Vegetation Management Programming, Agricultural Extension Programming, Problem Wildlife Programming, Pest Control and Monitoring as well as, Government Lobbying.</p> <p style="text-align: center;">The Agricultural Service Board is also responsible for enforcement of Provincial Legislation such as the <i>Weed Control Act, Agricultural Pest Act, Agricultural Service Board Act, Soil Conservation Act and the Animal Health Act.</i></p>	
<p>2. VISION STATEMENT:</p> <p>2.1 To encourage sustainable agriculture, environmental integrity and improved quality of life in Smoky Lake County.</p>	
<p>3. MISSION STATEMENT:</p> <p>3.1 To provide services, policies and education for Agricultural families, businesses and the public to enhance the environment, farm income and quality of life.</p>	
<p>4. STRATEGIC PRIORITIES:</p> <p>4.1 <u>The Smoky Lake County Agricultural Service Board</u> identifies the following priorities:</p> <ul style="list-style-type: none"> One: Vegetation Management Program Two: Weed Control Act Duties Three: Environmental Stewardship and Extension Four: Problem Wildlife Program Five: Agricultural Pest Act Duties Six: Soil Conservation Act Duties Seven: Intergovernmental Collaboration 	

Title: Agricultural Service Board Business Plan		Policy No.: 10-08
Section: 62	Code: P-A	Page No.: 2 of 12 E

5. IMPLEMENTATION:

- 5.1 Smoky Lake County Agricultural Service Board shall review annually as required by Alberta Agriculture and Irrigation.
- 5.2 Smoky Lake County Agricultural Service Board staff will consider and follow the priorities of the Business Plan when creating budgets and work plans.

	Date	Resolution Number
Approved	December 17, 2010	# 184-10 - Page # 9570
Amended	March 5, 2015	# 416-15 - Page # 11626
Amended	December 12, 2017	# 59-17 - Page # 12873
Amended	December 12, 2018	# 193-18 - Page # 13400
Amended	December 16, 2019	# 291-19 - Page # 13927
Amended	December 8, 2020	# 138-20 - Page # 14367
Amended	December 14, 2021	# 111-21 - Page # 14890
Amended	February 15, 2022	# 353-22 - Page # 14983



Agricultural Service Board Business Plan 2024

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6.	Soil Conservation Act Duties	Page 11
7.	Intergovernmental Collaboration	Page 12

Executive Summary

The Smoky Lake County Agricultural Service Board is in the business of providing its agricultural producers with agricultural programming to enhance the environment, farm income and quality of life. This is achieved through Vegetation Management, Agricultural Extension, Problem Wildlife, Pest Control, programming and monitoring as well as, government lobbying. The Agricultural Service Board is also responsible for enforcement of Provincial Legislation such as the *Weed Control Act*, *Agricultural Pest Act*, *Agricultural Service Board Act*, *Soil Conservation Act*, and the *Animal Health Act*.

VISION STATEMENT:

To encourage sustainable agriculture, environmental integrity and improved quality of life in Smoky Lake County.

MISSION STATEMENT:

To provide services, policies and education for Agricultural families, businesses and the public to enhance the environment, farm income and quality of life.

VALUES:

Integrity: The Smoky Lake County Agricultural Service Board will conduct business in an ethical manner respecting the environment, public and applicable legislation.

Commitment to Service: The Smoky Lake County Agricultural Service Board will strive to provide the best service possible to its ratepayers conducting operations in an efficient and cost effective manner.

Progressive: The Smoky Lake County Agricultural Service Board will take a proactive and innovative approach in its programming examining new technologies and protocol while accepting and implementing relevant public input.



1. Vegetation Management Program

Goal: To implement an integrated vegetation management program on municipal right-of-ways for the purpose of reducing noxious weeds and ensuring sightlines are clear for the motoring public.

Strategies	Action	Measures
<p>Identify problem noxious weeds within the municipal right of way</p>	<p>-Key emphasis will be on Prohibited Noxious and Noxious weed species analyzing both environmental and economic threats.</p>	<p>-All roads inspected for noxious weeds at least once during the growing season.</p>
<p>Herbicide Application</p> 	<p>-1/2 of all county roads will be sprayed receive a herbicide application using the One-Pass mower herbicide applicators following the rotation guidelines set out in <i>Policy Statement 62-15 "Vegetation Management Plan"</i> and <i>Policy Statement 62-23 "Tansy Reduction Program"</i>. Brush Spraying will be completed during the regular roadside spraying rotation in coordination with Public Works brushing program.</p> <p>-Spot spraying will be completed in the other two zone in which regular roadside spraying is being completed. Noxious weeds and brush will be targeted. Custom spraying of private lands will occur if time and budget allow and priority is put on landowners struggling to control prohibited noxious weeds.</p>	<p>-Number of miles that receive a herbicide application.</p> <p>-Amount of herbicide applied for brush control.</p> <p>-Number of locations spot sprayed.</p> <p>-Amount of herbicide applied during spot spraying.</p> <p>-Number of landowners who receive help eliminating their Prohibited noxious weeds by the ASB Department.</p>
<p>Roadside Mowing</p> 	<p>-Roadside mowing will be conducted as stated in <i>Policy Statement 62M-02 "Mowing Program"</i>. Roadsides will first receive a single shoulder pass. A second seasonal pass will be completed to the property line, where possible, ensuing passes are only done if deemed efficient to eliminate extra freewheeling and passes are 5 feet or more.</p> <p>-Lake roads leading to resorts, Victoria Trail and Township Road 610 will be mowed before the July and August long weekends.</p>	<p>-1 'shoulder' pass and a second seasonal pass of roadside mowing to the property line for weed and brush control is to be completed by November 1st of each year.</p> <p>-Miles of road mowed.</p> <p>-Iron Horse Trail mowed once a year.</p> <p>-Amount of additional mowing completed for community events.</p> <p>-Amount of additional mowing completed on other municipal properties.</p>

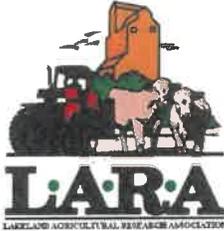
2. Weed Control Act Duties

Goal: To control the spread and prevent the establishment of invasive species on privately owned land through responsible communication with landowners, occupants, industry stakeholders and members of the general public as set out in the Weed Control Act of Alberta.

Strategies	Action	Measures
<p>Weed Inspection Program</p> 	<ul style="list-style-type: none"> -Weed Inspections are conducted on private land during the growing season annually. -Letters are sent to landowners who are in non-compliance with the Weed Control Act of Alberta, as specified in <i>Policy Statement 62-14 "Weed Inspection and Weed Notice"</i>. -Weed Notices are issued to landowners who do not comply with recommendation letters. -Enforcement actions are completed by the Agricultural Services Department for landowners who are non-compliant with a weed notice that has been issued. 	<ul style="list-style-type: none"> -Number of inspections completed. -Number of letters sent to landowners/renters. -Number of weed notices issued. -Number of Weed enforcements completed.
<p>Noxious Weed Education and Awareness</p> 	<ul style="list-style-type: none"> -Provide weed identification for landowners on farm or samples brought in for identification. -Promote weed awareness at our annual Smoky Lake County Farmer Appreciation Event. -Produce and circulate information on invasive species through our website, local newspapers and social media. -Weed Wanted posters hung annually at the Town, Villages & Hamlets including all the water stations and lake lot bulletin boards. 	<ul style="list-style-type: none"> - Number of landowners assisted annually. -Number of events hosted. -Number of articles circulated. -Number of brochures and weed wanted posters given out/posted.

3. Environmental Stewardship and Extension

Goal: To provide Environmental Farm Plans to producers and work in partnership with Lakeland Agricultural Research Association to deliver collaborative environmental stewardship initiatives and unbiased research that results in sustainable growth of Smoky Lake County’s Agricultural Community.

Strategies	Action	Measures
<p>Environmental Farm Plans</p> 	<ul style="list-style-type: none"> -Assist local producers with completion of Environmental Farm Plans. -Provide air photographs for fields and farmyards and soils information. Provide water well information from the Alberta Water Wells Database. 	<ul style="list-style-type: none"> -Number of Environmental Farm plans assisted with. -Increased adoption of beneficial management practices by producers.
<p>Sustainable Canadian Agricultural Partnership</p> 	<ul style="list-style-type: none"> -Assist local producers with information about new agricultural programs and grants. -Stay current with program updates and changes. 	<ul style="list-style-type: none"> -Number of producers assisted.
<p>Lakeland Agricultural Research Association</p> 	<ul style="list-style-type: none"> -Ensure Smoky Lake County received programs as promised by LARA. -Ensure crop plot trials are complete in Smoky Lake County. -LARA to give updates throughout the year by attending ASB meetings. 	<ul style="list-style-type: none"> -Number of events hosted by LARA in our County. -Field Day hosted for local producers at the Smoky Lake County Plots. -Number of unbiased research plots within Smoky Lake County. -How many updates were received. -Attendance of Smoky Lake County Farmers & Ranchers Appreciation Event.
<p>Classroom Agriculture Program</p> 	<ul style="list-style-type: none"> -Deliver the Classroom Agriculture Program to Grade 4 students at schools that register for the program within Smoky Lake County. 	<ul style="list-style-type: none"> -Number of Classroom Agriculture Program presentations delivered.

4. Problem Wildlife Program

Goal: To co-operate and execute an Integrated Problem Wildlife Management Program.

Strategies	Action	Measures
<p>Beavers</p> 	<p>-Beaver Tail Bounty for \$15.00 per tail from pre-approved locations as specified in <i>Policy Statement 62-07 "Beaver Management"</i>.</p> <p>-Beaver Dam Removal may occur to mitigate flooding which causes damage to municipal infrastructure. Dam removal will be conducted as per <i>Policy Statement 62-21 "Beaver Control- Fee for Removal with Explosives"</i>.</p> <p>-Full time Animal Control Technician will obtain required easements from landowners and all provincial and federal permissions needed.</p> <p>-Maintain Certified Blasters License with the Province of Alberta.</p> <p>-Trapping and removing problem beavers and muskrats.</p> <p>Install/ maintain pond levelers and other Flow Devices.</p>	<p>-Number of Beaver tails brought in.</p> <p>-Number of dams removed affecting municipal infrastructure.</p> <p>-Amount of revenue generated completing private land blasting.</p> <p>-Damage Control Licenses issued by Alberta Environment.</p> <p>-Trapping of County owned property at Lakes.</p> <p>-Renew every 5 years as required.</p> <p>-Number of beavers and muskrats removed.</p> <p>-Number of pond levelers installed/maintained.</p> <p>-Number of flooded roads.</p>
<p>Coyotes</p> 	<p>-Maintain Form 7 License to ensure Smoky Lake County can provide 1080 toxicant to agricultural producers as per <i>Policy Statement 62-03 "Coyote Control"</i>.</p> <p>- Coyote control booklets available for agricultural producers to help better manage coyote predation.</p>	<p>-Number of tablets given out annually.</p>
<p>Richardson Ground Squirrel (Gopher)</p> 	<p>-2% Liquid Strychnine registration has been cancelled.</p> <p>-Recommend alternatives to producers.</p> <p>-Recommend local trappers.</p>	<p>-Number of producers assisted.</p>

4. Problem Wildlife Continued		
Strategies	Action	Measures
<p>Wild Boar</p> 	<ul style="list-style-type: none"> -Participate annually in the Wild Boar Ear Bounty with Alberta Agriculture (if eligible). -Promote the Alberta Invasive Species Council “Squeal on Pigs” Campaign for awareness and reporting wild boar sightings. 	<ul style="list-style-type: none"> -Number of wild boar ears brought in. -Posts on County Website and Social Media shares.
<p>Waterfowl Damage Control</p> 	<ul style="list-style-type: none"> -Scare Cannons are available for rent as per <i>Policy Statement 62-26 “Scare Cannon Rental”</i>. -Suggest alternative control measures to mitigate crop damage cause by waterfowl during fall migration. 	<ul style="list-style-type: none"> -Number of rentals that occur. -number of producers that engage in alternative control measure.
<p>Alternative Control Methods</p> 	<ul style="list-style-type: none"> -Agricultural Fieldmen will continue to look into alternative control methods for all pest species. -Promote and notify producers of alternative control measures when they come in. 	<ul style="list-style-type: none"> -Attend In Service Training to hear from other Ag Fieldman from across the province. -Attend demonstrations with government research groups.
<p>Northern Pocket Gopher (Mole)</p> 	<ul style="list-style-type: none"> -Mole tail bounty for \$1.00 per tail can be brought in as per <i>Policy Statement 62-02 “Bounty for Pocket Gopher Tails”</i>. 	<ul style="list-style-type: none"> -Number of mole tails brought in for bounty.
<p>Stray Dog Pickup</p> 	<ul style="list-style-type: none"> -Respond to ratepayer reports of loose dogs within Smoky Lake County. 	<ul style="list-style-type: none"> -Number of stray dogs picked up and transported to an approved animal shelter; or if possible, reunite them with owners.

5. Agricultural Pest Act Duties

Goal: To provide Smoky Lake County agricultural producers with responsible pest management strategies, pest monitoring and enforcement of declared agricultural pests as deemed by the Agricultural Pest Act of Alberta.

Crop Surveying

Strategies	Action	Measures
Swede Midge of Canola 	-Swede Midge is monitored on behalf of Agri-food Canada. It is an 8-week program where sticky pads are changed weekly.	-Continue to monitor for new and invading pest that threaten our agriculture industry.
Grasshoppers 	-Townships are surveyed annually and data is sent to Alberta Agriculture for forecasting. The county ditch and field are sampled at each location.	-Number of fields surveyed. -Number of outbreaks that occur.
Bertha Army Worms 	- 3 Fields across the county are monitored starting in June until August. The traps are set out in the fields to collect the moths that lay the eggs.	-Number of moths counted annually. -Number of outbreaks that are forecasted.
Wheat Midge 	- Wheat Midge in high numbers can cause yield loss, wheat crops are monitored around the end of June as wheat heads are emerging up until anthesis (Flowering).	-Samples collected annually and sent to Alberta Agriculture when required.
Blackleg of Canola 	- Canola fields are sampled annually for Blackleg severity. Samples are provided to the Crop Diversification Centre for research purposes. Blackleg can cause significant yield loss and harm international exporting.	-Number of fields sampled annually.
Clubroot 	- Random canola fields are surveyed after the crop has been swathed. We look for visual symptoms and if we find galls the plant sample is sent to the lab for DNA confirmation.	-Number of Canola fields sampled annually. -Number of Clubroot Management Agreements sent to producers annually as per <i>Policy Statement 62-12 "Clubroot"</i> . -Number of Pest Notices given annually.

6. Soil Conservation Act Duties

Goal: Protect the quality and integrity of agricultural soils in Smoky Lake County.

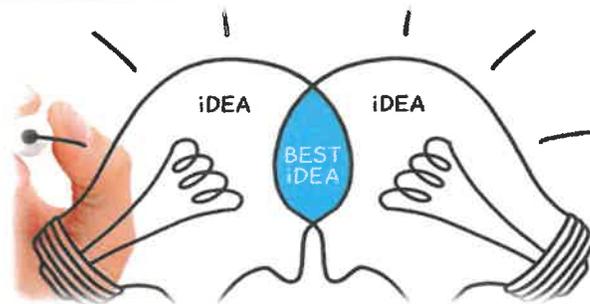
Strategies	Action	Measures
Soil Conservation	<ul style="list-style-type: none"> -Agricultural Fieldman are deemed as inspectors and can issue notices under this Act. -Document and photograph any non-compliance with the Soil Conservation Act. -Promote soil health workshops and site demonstrations. -Monitor soil conditions and respond to an area of concern that needs to be assessed following an event that could impact soil/water sources. 	<ul style="list-style-type: none"> -Number of Soil Conservation Notice issued. -Number of Soil Conservation Letters issued. -Number of workshops. -Number of areas assessed for soil condition concerns.



7. Intergovernmental Collaboration

Goal: Conduct intergovernmental collaboration will all levels of governments.

Strategies	Action	Measures
Collaborate with multiple levels and forms of government	-Agricultural Service Board to participate in drafting and passing resolutions at Regional and Provincial Agricultural Service Board Conferences annually.	-Attend annual conferences and participate by discussion and voting on various agricultural issues.
Protect the interests of Smoky Lake County Agricultural Community	-Every effort will be made to convey agricultural concerns from the agricultural community to relevant government agencies via face-to-face interactions, letter writing or any other available means.	-Number of letters sent to MLA's, PM's or other government members.
Animal Health Act	Liaison with the Chief Provincial Veterinarian, Canadian Food Inspection Agency (CFIA) and local Veterinarians, when necessary, on any livestock emergencies. Livestock emergencies include cattle liner accidents on the highway. If a positive case or outbreak as stated in the <i>Animal Health Act</i> is confirmed within Smoky Lake County boundaries, ASB staff will act in accordance with the directives of the Chief Provincial Veterinarian (CPV). Work with our Fire Protective Service Department in case of livestock emergency on the highways. These duties would include helping them source rendering truck, trailers or calling a local vet.	-Number of investigations asked to assist on. -Number of highway livestock emergencies assisted with.





Request for Decision (RFD)

Meeting Date: Thursday, February 22, 2024

Agenda Item: # **7.3**

Topic: 2024 Northlands Farm Family Awards: Division 4

Presented By: Agricultural Department

Recommendation:

That Smoky Lake County identifies a Farm Family in Division 4, in accordance with Policy Statement No. 62-22- 06: Northlands Farm Family Award, and prior to the nomination deadline of June 30, 2024 to be nominated for the Year-2024 Farm Family Award.

Background:

Smoky Lake County acknowledges the significant contribution made by farm families in Alberta and is proud to recognize residents in Smoky Lake County who are eligible to receive the Farm Family Award. For 50 years, farm families from Northern and Central Alberta communities have been recognized as the recipients of the Farm Family Award. The Northern and Central Agricultural Service Boards select outstanding families who best represent values of the family farm within their rural community. The award honors both their farming business practices and community involvement. Each recipient receives a commemorative gate sign and is honored at the Farm Family Awards Gala.

A copy of the application has not been included because it is not available publicly yet because they are working on changing it into a digitized application.

Benefits:

This award is to recognize outstanding farm families in an area of our municipality who best exemplifies the value of the family farm and society in general.

Disadvantages:

N/A

Alternatives:

N/A

Financial Implications:

N/A

Legislation:

N/A

Intergovernmental:

N/A

Strategic Alignment:

N/A

Enclosure(s):

Policy Statement No. 62-22-06

Signature of the CAO: _____

SMOKY LAKE COUNTY



Title: Northlands Farm Family Award	Policy No.: 22-06
Section: 62	Code: P-R
Page No.: 1 of 3 E	

Legislation Reference:	Alberta Provincial Statutes
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Purpose:	To provide a guideline for the Northlands Farm Family Award.
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Policy Statement and Guidelines:	
<p>1. STATEMENT:</p> <p>1.1 County Council acknowledges the significant contribution made by farm families in Alberta and is proud to recognize residents in Smoky Lake County who are eligible to receive the Northlands Farm Family Award.</p> <p>2. DEFINITION:</p> <p>2.1 “Farm Family” means a family whose primary income is derived from agricultural production.</p> <p>3. GUIDELINE:</p> <p>3.1 Residents of Smoky Lake County who are considered a “farm family” and meet the requirements of the Northland Farm Family Award will be eligible for nomination by the Smoky Lake County Agricultural Service Board.</p> <p>4. PROCEDURE:</p> <p>4.1 Each division will have the opportunity to nominate one of their constituents on a rotating basis once every two years. Please see Schedule “A” Northlands Farm Family Award Divisional Rotation/ List of Past Recipients.</p> <p>4.2 Councillor representing the division of the nominated family will be the County representative at the Northlands award ceremony. If unable to attend ASB Chairman, Agricultural Fieldman or other designate may be appointed to attend by the ASB.</p> <p>4.3 Applicants will be notified when the Award is prepared and invited to receive a plaque on behalf of the ASB. Please see Schedule “B” Northlands Farm Family Award Plaque.</p>	

	Date	Resolution Number
Approved	February 4, 2013	#370-13 - Page #10460
Amended	January 9, 2015	#250-15 - Page #11526
Amended	March 6, 2017	#428-17 - Page #12547
Amended	December 12, 2018	#196-18 - Page #13405
Amended	December 8, 2020	#137-20 - Page #14365
Amended	December 14, 2022	#212-22 - Page #15443



SCHEDULE "A"

NORTHLANDS FARM FAMILY AWARD – DIVISIONAL ROTATION AND PAST RECIPIENT LIST

2024 Division 4
2026 Division 2
2028 Division 3
2030 Division 1

2022	Shwetz Family	Div. 5
2020	Huk Family Farm	Div. 1
2018	Barry Feniak Family	Div. 3
2016	Dmetruik Farms	Div.2
2014	Ryan Franchuk	Div.4
2012	Curtis Boychuk	Div.5
2010	Roy Mulkay	Div.1
2008	Don Christensen	Div.3
2006	Shapka Family	Div.2
2004	Ed Doktor	Div.4
2002	Barry Przekop	Div.5
2001	George Balash	Div.1
2000	Gary Kulka	Div.3
1999	Billy Hominiuk	Div.2
1998	Ken Danyluk	Div.4
1997	Jack Jarema	Div.5
1996	Peter Flondra	Div.1
1995	Terry Melnyk	Div.3
1994	Bernie Buyar	Div.2
1993	John Semeniuk	Div.3
1992	Clinton Phillips	Div.3
1991	Henry Melnyk	Div.3



SCHEDULE "B"

NORTHLANDS FARM FAMILY AWARD PLAQUE

**Congratulations
To
ABC Farms Inc.
John and Jane Smith**

**Northlands / ATB Farm Family Award
YEAR Recipient**

**Nominated by
Smoky Lake County
Agricultural Service Board**

Presented; Month Day Year

Note: Title may change dependent on Northlands official title and corporate sponsor



Request for Decision (RFD)

Meeting Date: Thursday, February 22, 2024

Agenda Item: # **7.4**

Topic: Capital Purchase: Mower and Side Arm to Replace Unit #473 & Unit 474

Presented By: Agricultural Department

Recommendation:

Option #1: That Smoky Lake County approve unbudgeted expense of \$12,000 to purchase a new mower and side arm for the Agricultural Department mowing program.

Option #2: That Smoky Lake County defer the purchase of a new mower and side arm for the Agricultural Department mowing program to 2025.

Background:

Smoky Lake County Agricultural Department has been providing the mowing program service for many years. In 2017, the County made the switch from 2 mowing 'zones' to 3 mowing 'zones', as well as switching to 15ft mowers with sidearms from 10ft mowers. In 2019, Smoky Lake County purchased their first Degleman mower with a One-Pass herbicide system, and this was so successful they purchased another one in 2020. This allows the Agricultural Department to rotate herbicide application throughout the 3 zones and provides excellent herbicide coverage year to year.

Currently we have no capital purchases anticipated for 2025, however we are expecting a potential tractor replacement in 2026. Our recommendation is to replace this mower in 2024 due to the high repair costs seen below and this will allow us to put money into reserves for the 2025 year to put towards our tractor purchase in 2026.

Following the guidelines in Policy Statement No. 08-16-01: Purchasing Guidelines the Agricultural Department put out a tender for the mower and sidearm on January 19th, 2024, with a closing date of February 9th, 2024. The results of the tender can be seen on Schedule "B" Bid Summary ([Enclosure #1](#))

Benefits:

Allows the Agricultural Department to continue operating business as usual

Replacing older equipment alleviates down time spent on repairs, and costs associated with those repairs

Disadvantages:

Unbudgeted expense to purchase the new mower.

Alternatives:

Don't replace this mower in 2024 and defer this purchase to 2025.

Financial Implications:

Please see breakdown below, these costs include labour and are not separated by 'repair' vs. 'maintenance' because the old system didn't allow for that separation so to keep things consistent, I have included everything:

2017: \$3,431.57-mostly regular maintenance, blade purchases, greasing

2018: \$6,895.91-large repair of PTO driveshaft occurred this year

2019: \$5,033.23- replaced bearing motor, replaced 2 tires

2020: \$10,400.62 -new shields on PTO driveshaft, replace chains, new race & bearings, repair lights and wiring, replace steel wheel, bearings, bushings

2021: \$11,143.75 -Tire repairs, PTO driveshaft repairs, new tires

2022: \$8,219 -mostly regular maintenance, blades

2023: \$15,102.64-PTO driveshaft repairs, slip clutches, cross bearings, shields, seals, latch, blade assembly



Request for Decision (RFD)

Legislation:

Policy Statement No. 08-16-01: Purchasing Guidelines

Intergovernmental:

N/A

Strategic Alignment:

N/A

Enclosure(s):

Schedule "B" Bid Summary

Signature of the CAO: _____

SCHEDULE "B"



Box 310 4612 McDougall Drive
Smoky Lake, AB T0A 3C0
Phone: 888.656.3730 Fax 780.656.3768

**UNOFFICIAL
BID SUMMARY**

Tender Project No: N/A

Project Name: 15ft REV Rotary Houser and sidewalk.

TENDER OPENING DATE: Feb 9, 2024

Subject to verification, analysis and recommendation

Tender Opening Time: 2:15:00 P.M.	2:11 pm	BID	SURETY
Company: <u>Agard</u>		\$ <u>97,636.96</u> +gst	
Company: <u>Deedand</u>		\$ <u>92,000.00</u> +gst	
Company: <u>Industrial Machine Inc</u>		\$ <u>99,900.00</u> +gst	
Tender Opening Closed: Time <u>2:16</u> P.M.		Total Submission: _____	

ATTENDANCE RECORD:

NAME: <u>Lidia Cielin</u>	POSITION: <u>Intern CAD</u>	TITLE: _____
NAME: <u>Castlegar Danyish</u>	POSITION: <u>Ag Fieldman</u>	TITLE: _____
NAME: _____	POSITION: _____	TITLE: _____
NAME: _____	POSITION: _____	TITLE: _____
NAME: _____	POSITION: _____	TITLE: _____

*Received after Feb 9th *

Section 01

Policy: 19-02

SCHEDULE "B"



Box 310 4612 McDougall Drive
Smoky Lake, AB T0A 3C0
Phone: 888.656.3730 Fax 780.656.3768

**UNOFFICIAL
BID SUMMARY**

Tender Project No: _____

Project Name: _____

TENDER OPENING DATE: _____

Subject to verification, analysis and recommendation

Tender Opening Time: 2:15:00 P.M.	BID	SURETY
Company: <u>Future Ag Inc.</u>	\$ <u>103,740.00</u> includes <u>gst.</u>	
Company: <u>Caovette + Sons</u>	\$ <u>84,500 + gst.</u>	
Company: _____	\$ _____	
Tender Opening Closed: Time _____ P.M.	Total Submission: _____	

ATTENDANCE RECORD:

NAME: _____	POSITION: _____	TITLE: _____
NAME: _____	POSITION: _____	TITLE: _____
NAME: _____	POSITION: _____	TITLE: _____
NAME: _____	POSITION: _____	TITLE: _____
NAME: _____	POSITION: _____	TITLE: _____



Request for Decision (RFD)

Meeting Date: Thursday, February 22, 2024

Agenda Item: # 7.5

Topic: February Requests for Donations

Presented By: Brenda Adamson, Finance

Recommendation:

That Smoky Lake County provide funding in the amount of \$500.00 towards the 7th Annual Randy Russ Memorial Barrel Race, scheduled for August 4-5, 2024, in Bellis, Alberta; as a Silver Sponsorship, in response to the letter request received from Anne-Marie Russ, dated February 2024.

Background:

We have received a request for a donation towards Randy Russ Memorial Barrel Race. In 2023, Smoky Lake County provided a Silver Sponsorship for \$500.00.

As well Smoky Lake County is invited to participate in the trade fair at a cost of \$60-\$100.

Benefits:

Supports local event

Disadvantages:

Alternatives:

Council could contribute more or less funds than the recommended amount.

Financial Implications:

The budget for grants and organizations unspent is \$30,550.

Legislation:

N/A

Intergovernmental:

N/A

Strategic Alignment:

N/A

Enclosure(s):

1. *Letter from Anne-Marie Russ*

Signature of the CAO:  _____

Randy Russ Memorial Barrel Race – Sponsors

2024 – Aug 4th& 5th

Only a few months after our successful 7th annual RRMBR, prep for the next event begins. This year we are forecasting 300(+) competitors, in addition to spectators and visitors.

RRMBR welcomes all levels of barrel racers and is held in memory of Randy Russ, who got us started barrel racing as a family (and was an avid competitor himself). Being from a small farming community and owning a veterinary clinic, I would like to give something back to the community and bring attention to our local equestrian athletes. This is a barrel racing jackpot August 4th& 5th 2024 located on a farm in Bellis Alberta on a beautiful full size barrel pattern arena.

Tier	Pricing	Includes
Platinum	\$1500 (+)	<ul style="list-style-type: none"> - 1(ea) Montana Silversmith Champion Division Belt Buckle with sponsor name (– supplied by RRMBR) and added prize money for the first 8 sponsors - Barrel Covers - Arena Banners - Announcer acknowledgement - Social media coverage
Gold	\$1000	<ul style="list-style-type: none"> - 1(ea) Hooligan Design Breastcollar with fringe per division – supplied by RRMBR for the first 7 sponsors - Arena Banners - Announcer acknowledgement - Social media coverage
Silver	\$500	<ul style="list-style-type: none"> -1(ea) Alliance Equine Lux rainsheet per division –supplied by RRMBR for 7 sponsors Or -1(ea) Alliance Equine full set of boots per division –supplied by RRMBR for 7 sponsors Or -1(ea) Alliance Fly sheet and fly mask per division- supplied by RRMBR for 4 sponsors - Arena Banners - Announcer acknowledgement - Social media coverage
Bronze	250\$	<ul style="list-style-type: none"> - Prizes for peewee participating and side pots - Arena Banners - Announcer acknowledgement - Social media coverage

Notes:

1. Barrel covers are limited (only so many chances to swap covers)
2. Arena banners, barrel covers, are supplied by sponsor.

100% of sponsor funds go to competitors through prizes/prize money. All other operational costs are covered by RRMBR. This event has been built by the network of generous past, present, and new sponsors ,that make it memorable and exciting for all that attend.

We are looking to get sponsor confirmations by February 23 2024 to maintain schedule for ordering and receiving prizes.

2024– What's New

We are in a growing phase in all aspects of the event. We are expanding the trade fair to include educational seminars and trade-show for the diverse group this weekend event attracts.

Our event is both CBHI(\$1000 added) and Western Fortunes(\$2500 added) approved which will bring additional exposure through their websites and attract more competitors..

Sponsors funds are allocated to the added money, and competitor prizes – estimated at \$35,000. Trade fair fees are donated to the Bellis 4H Club. Running costs for announcers, timekeepers, porta-potties, insurance, ground keeper and arena drag are covered by the competitor's entry fees.

Any questions or suggestions, feel free to reach out. We are extremely grateful for any contribution, and we would like to thank you for your time and consideration of our request.

Sincerely,

Anne-Marie Russ

bvsruss@gmail.com

cell: (780) 645-0079

Randy Russ Memorial Barrel Race – Trade Fair

2024 – Aug 4th& 5th

Only a few months after our successful 7th annual RRMBR, prep for the next event begins. This year we are forecasting 300(+) competitors, in addition to spectators and visitors.

RRMBR welcomes all levels of barrel racers and is held in memory of Randy Russ, who got us started barrel racing as a family (and was an avid competitor himself). Being from a small farming community and owning a veterinary clinic, I would like to give something back to the community and bring attention to our local equestrian athletes. This is a barrel racing jackpot August 4th& 5th 2024 located on a farm in Bellis, Alberta on a beautiful full size barrel pattern arena.

Trade Fair

Type	Size	Availability	Pricing
Standard Table	10[ft] x 15[ft]	20 spots available	\$60 (ea)
Extra Large Corner	30[ft] x 30[ft]	3 spots available	100\$ (ea)

Trade Fair Schedule:

- Initial Setup – Saturday evening & Sunday morning
- Open Hours – 9AM-6PM Sunday (Aug.6th) & 9AM-3PM Monday (Aug.7st)
- Takedown – 3PM-6PM Monday
 - Please contact us if more setup/takedown time is needed.

Trade fair vendors are responsible for their display tables and bringing liability insurance. The indoor floor surface will be rolled and packed (dirt) arena ground.

Trade Show - Educational Seminars:

We are looking for speakers Sunday evening 6pm-8:30pm (~30min-45min/presentation) at the indoor arena. We are especially interested in equine performance information, nutrition, training, rehab, veterinary products, farrier and any other talk relevant to our attendees. This seminar is open to competitors and the public but will not be live streamed.

100% of trade fair fees are donated to the Bellis 4H Club – in favor some members oversee the barrel duties. Running costs for announcers, timekeepers, porta-potties, insurance, ground keeper and arena drag are covered by the competitor's entry fees. Sponsors supply added money, and competitor prizes – estimated at \$35,000.

Please let me know if you will be attending and what size you need for your booth or table by February 29th by replying to this email.

Any questions or suggestions, feel free to reach out.

Thank-you,

Anne-Marie Russ

bvsruss@gmail.com

cell: (780) 645-0079



Request for Decision (RFD)

Meeting Date: Thursday, February 22, 2024

Agenda Item: # **7.6**

Topic: **FCSS Applications**

Presented By: Brenda Adamson / Fnance

Recommendation:

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:

- \$2,000 to Warspite Community Hall Association for volunteer appreciation,**
- \$6,000 to Town of Smoky Lake Library Board for 2024 family programing.**

Background:

There are two FCSS grant applications.

1. The Warspite Community Hall Association has requested \$2,000 for a volunteer appreciation and recruitment event.
2. Smoky Lake Library has requested \$6,000 to provide programming.

Benefits:

Smoky Lake County contributes FCSS funds to both programs each year. The Warspite volunteer appreciation has successfully brought in new members to the organization. The Library programs help youth and families develop interpersonal and group skills

Disadvantages:

n/a

Alternatives:

Council can approve no funding or can choose an amount other than the amount requested.

Financial Implications:

The budget is	\$24,377
Granted:	
Waskatenau Library	\$1,706
Vilna Agriculture Society	\$1,875
Balance available	\$20,796

Legislation:

Policy 08-17-01 Family and Community Support Services

Intergovernmental:

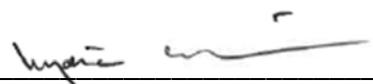
n/a

Strategic Alignment:

n/a

Enclosure(s):

- A Warspite Community Hall Application
- B Vilna Agricultural Society Application

Signature of the CAO: 

SCHEDULE "A"**SMOKY LAKE COUNTY – FCSS GRANT APPLICATION**LEGAL REGISTERED NAME OF ORGANIZATION: Town of Smoky Lake Library BoardADDRESS: 490 Smoky Lake T0A 3C0
Box City or Town Postal CodePHONE #: 780-656-4212 FAX #: 780-656-4212CONTACT PERSON: Lise van der Vaart EMAIL: lvandervaart@smokylakelibrary.ab.ca**▶ COMPLETE THIS APPLICATION IN ITS ENTIRETY**

1. Is your organization registered as a not-for-profit entity? Yes No
2. Does your organization operate within Smoky Lake County region? Yes No
3. Project Description (Include amount requested)

We kindly request \$6500 towards our social library programs. This includes weekly storytime & after school programs, Teen Craft Club, Youth and adult programs as well as a few family events throughout the year.

4. What is the target group or population you wish to reach with this program?

- Infants/Toddlers – 0-3 years
- Preschoolers – 3-5 years
- Children 5-12 years
- Youth 12-18 years
- Adults
- Seniors
- Families
- Community

5. Please select the main strategic social direction of the program.

- Help people develop independence, strengthen coping skills, and become more resistance to crisis
- Help people develop an awareness of social needs.
- Help people develop interpersonal and group skills which enhance constructive relationships among people.
- Help people and communities assume responsibility for decisions and actions which affect them.
- Provide support that helps sustain people as active members of the community.

6. Please select the main strategic social outcome the program will attain.
- Individuals experience personal well being
 - Individuals are connected with others
 - Children and youth develop positively
 - Healthy functioning within families
 - Families have social supports
 - The community is connected and engaged
 - Community social issues are identified and addressed
7. Will the program be carried out by staff or volunteers? Staff for the majority of programs. We do have 1 volunteer for the garden programs.
8. What indicators of success will you use? How will you know the program has been successful? What is your outcome statement? Repeat participation.
Participants experience personal well-being and a sense of community connection.
9. What measurement tool will you use to measure success? (survey, interview, documentation review, observation, focus group, or case studies)
Repeat participation, observation, oral feedback and surveys.

I declare that

- I am a duly authorized representative having legal, financial, and /or executive signing authority for the above noted organization.
- The project will benefit the general community and not specific individuals/families..
- A final budget report indicating the project's expenses and revenues will be provided to the County no later than 60 days after the grant year end (December 31).
- A final evaluation form will be provided to the County no later than 60 days from the stated completion date.
- Any unused funding will be returned to Smoky Lake County.
- Any changes to the project including extensions must have written approval from the County.

Name: Lise van der Vaart

Signature: 

Position: Library Manager

Date: February 5, 2024

SCHEDULE "A"

SMOKY LAKE COUNTY – FCSS GRANT APPLICATIONLEGAL REGISTERED NAME OF ORGANIZATION: Wasspate Community Hall AssociationADDRESS: PO Box 43 Wasspate, AB T0A 3N0
Box City or Town Postal CodePHONE #: 780-656-8240 FAX #: _____CONTACT PERSON: Melinda Kaminsky EMAIL: melinda840@gmail.com

▶ COMPLETE THIS APPLICATION IN ITS ENTIRETY

1. Is your organization registered as a not-for-profit entity? Yes No
2. Does your organization operate within Smoky Lake County region? Yes No
3. Project Description (Include amount requested)
We are requesting \$2000.00 for a community enrichment and
Volunteer appreciation and ~~200~~ recruitment night.

4. What is the target group or population you wish to reach with this program?

- Infants/Toddlers – 0-3 years
- Preschoolers – 3-5 years
- Children 5-12 years
- Youth 12-18 years
- Adults
- Seniors
- Families
- Community

5. Please select the main strategic social direction of the program.

- Help people develop independence, strengthen coping skills, and become more resistance to crisis
- Help people develop an awareness of social needs.
- Help people develop interpersonal and group skills which enhance constructive relationships among people.
- Help people and communities assume responsibility for decisions and actions which affect them.
- Provide support that helps sustain people as active members of the community.

6. Please select the main strategic social outcome the program will attain.
- Individuals experience personal well being
 - Individuals are connected with others
 - Children and youth develop positively
 - Healthy functioning within families
 - Families have social supports
 - The community is connected and engaged
 - Community social issues are identified and addressed
7. Will the program be carried out by staff or volunteers? Volunteers.
8. What indicators of success will you use? How will you know the program has been successful? What is your outcome statement? Increase in volunteers. Increase moral. Outcome is to bring our community together and be more engaging.
9. What measurement tool will you use to measure success? (survey, interview, documentation review, observation, focus group, or case studies)
offer a family function and recognize + recruit members. Interviews to see how we can connect with more members / volunteers.

I declare that

- I am a duly authorized representative having legal, financial, and /or executive signing authority for the above noted organization.
- The project will benefit the general community and not specific individuals/families..
- A final budget report indicating the project's expenses and revenues will be provided to the County no later than 60 days after the grant year end (December 31).
- A final evaluation form will be provided to the County no later than 60 days from the stated completion date.
- Any unused funding will be returned to Smoky Lake County.
- Any changes to the project including extensions must have written approval from the County.

Name: Melinda Kaminsky

Signature: Melinda Kaminsky

Position: President.

Date: Jan. 31/2024



Request for Decision (RFD)

Meeting Date: Thursday, February 22, 2024

Agenda Item: # **7.7**

Topic: Assessment Review Board Appointments

Presented By: Brenda Adamson, Finance

Recommendation:

That Smoky Lake County, in accordance with Bylaw No. 1417-22: Assessment Review Board, appoint members to the Assessment Review Board (ARB) for Year-2024, as follows:

- **Raymond Ralph, as the ARB Chairperson,**
 - **Gerryl Amarin, as the Certified ARB Clerk, and**
 - **Darlene Chartrand, Sheryl Exley, Tina Groszko, Stewart Hennig, Richard Knowles, Denis Meier, and Raymond Ralph, as the ARB Certified Panelists**
-

Background:

In 2022 Council contracted the Capital Region Assessment Services Commission (CRASC) to carry out the Assessment Board duties for Smoky Lake County.

All municipalities are required to appoint by resolution the following as ARB officials for 2024.

ARB Chairman - Raymond Ralph

Certified ARB Clerk - Gerryl Amarin

Certified Panelists - Darlene Chartrand
Sheryl Exley
Tina Groszko
Stewart Hennig
Richard Knowles
Denis Meier
Raymond Ralph

Benefits:

The benefits of contracting out the ARB services are:

The appeal process is perceived as being independent of the taxing authority.

Council members do not have to take training and do not have to be part of the appeal process.

Disadvantages:

There is an annual cost even if there are no appeals.

Alternatives:

Council could appoint members for 2024 and then work to reestablish its own board for 2025.

Financial Implications:

Fees in 2022 were \$2,693.30 and in 2023 were \$2,424.80. The fees depend on the number of parcels and if there are any appeals.



Request for Decision (RFD)

Legislation:

Assessment review boards to be established

454 A council must by bylaw establish (a) a local assessment review board to hear complaints referred to in section 460.1(1), and (b) a composite assessment review board to hear complaints referred to in section 460.1(2). 2016 c24 s62

Appointment of members to local assessment review board

454.1(1) A council must (a) appoint at least 3 persons as members of the local assessment review board, (b) prescribe the term of office of each member appointed under clause (a), and (c) prescribe the remuneration and expenses, if any, payable to each member appointed under clause (a). (2) The council must designate one of the members appointed under subsection (1) as the chair of the local assessment review board and must prescribe the chair's term of office and the remuneration and expenses, if any, payable to the chair. (3) The chair may delegate to any other member appointed under subsection (1) any of the powers, duties or functions of the chair. 2016 c24

Intergovernmental:

na

Strategic Alignment:

na

Enclosure(s):

na

Signature of the CAO: _____

A handwritten signature in black ink, appearing to read "Lynne", written over a horizontal line.



Request for Decision (RFD)

Meeting Date: Thursday, February 22, 2024

Agenda Item: **7.8**

Topic: **Draft Bylaw No. 1456-24: Aggregate Extraction Business License**

Presented By: Interim CAO

Recommendation:

That Smoky Lake County Bylaw No. 1456-24: Aggregate Extraction Business License, for the purpose of establishing a fee schedule based on the type of business and the amount of productivity for the following businesses: Gravel Crushing, Aggregate Hauling, Concrete Batching Plant, or Asphalt Batching Plant, be given **FIRST READING**, and forego Public Participation as there is no significant change except for under Schedule "B" to raise the Class "P" Batching Plants Fee to the amount of \$500.00 from the amount of \$200.00, and clarify the Class "1" Tonne threshold amount to "1 – 2,500" from "0 – 2,500".

...be given **SECOND READING**.

...be given unanimous consent for **THIRD READING**.

...be given **THIRD & FINAL READING**, and the Reeve and Interim 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.

Background: The Aggregate Extraction Business License bylaw was first adopted under Bylaw No. 1306-17 to assist administration and enforcement with road maintenance and other municipal services funding. This new bylaw is virtually the same as Bylaw No. 1306-17, except for 2 changes under Schedule "B":

1. raising the Class "P" Batching Plants Fee to the amount of \$500.00 from the amount of \$200.00, and
2. clarifying the Class "1" Tonne threshold amount to "1 – 2,500" from "0 – 2,500".

Benefits: This bylaw creates an additional source of revenue for municipal services.

Disadvantages: May be difficult to monitor, enforce or collect.

Alternatives: Council's discretion

Financial Implications: Potential increase in penalties and fees revenue

Legislation: Municipal Government Act, Section 145: A council may pass bylaws in relation to the following: (a) Businesses, business activities and persons engaged in business.

Intergovernmental: N/A

Strategic Alignment: N/A

Enclosure(s): Draft Bylaw No. 1456-24: Aggregate Extraction Business License

Signature of the CAO: 

**SMOKY LAKE COUNTY
IN THE PROVINCE OF ALBERTA
BYLAW 1456-24**

A BYLAW OF THE MUNICIPALITY OF SMOKY LAKE COUNTY IN THE PROVINCE OF ALBERTA TO PROVIDE FOR LICENSING OF AGGREGATE EXTRACTION BUSINESSES OPERATING WITHIN SMOKY LAKE COUNTY.

WHEREAS, the Council of the Smoky Lake County deems it necessary to provide for the regulation and Licensing of aggregate extraction businesses;

AND WHEREAS, Sections 7 and 8 of the *Municipal Government Act*, RSA 2000, Chapter M-26 authorizes a Council to give the Council authority to pass such a Bylaw;

NOW THEREFORE, the Council of Smoky Lake County, in the Province of Alberta, duly assembled, enacts as follows:

1. **Citation**

1.1 This Bylaw may be cited as the **“Aggregate Extraction Business Licence Bylaw.”**

2. **Definitions**

2.1 In this bylaw:

2.1.1 Any reference to a named act is a reference to an Act of the Legislature of Alberta, as amended from time to time;

2.1.2 In **Schedule “A”: Definitions** will apply to the corresponding words if the first letter of that word is capitalized in this bylaw.

3. **Licensing Requirements**

3.1 Except as otherwise provided for in this Bylaw, a Licence is required to carry on or operate any of the following Businesses:

3.1.1 Gravel crushing.

3.1.2 Aggregate hauling.

3.1.3 Concrete batching plant.

3.1.4 Asphalt batching plant.

3.2 The following conditions are sufficient to establish that a Business is being carried on:

3.2.1 Proof of one transaction or offer to transact, or

3.2.2 Any advertising of a Business

3.3 Separate Licences are required if two or more owners are operating Businesses from the same Business Premises.

3.4 No Licence shall be issued until such time as the Applicant holds current and valid Municipal, Provincial or Federal permits, approvals Licences or clearances as required by the relevant Municipal, Provincial, or Federal bylaws, statues or regulations, including a valid Smoky Lake County development permit.

4. **Licence Application and Fees**

- 4.1 Every Applicant for a Licence or for renewal of a Licence:
- 4.1.1 must provide the following information, in the form prescribed as per **Schedule "E": Application – Aggregate Extraction Business Licence** by the Licence Inspector:
 - 4.1.1.1 The civic and legal address for the proposed place of Business;
 - 4.1.1.2 The trade name under which the proposed Business will operate;
 - 4.1.1.3 Where the Applicant is a sole proprietorship or partnership, the full name, mailing address and telephone number of the Applicant or Applicants;
 - 4.1.1.4 Where the Applicant is a corporation, the full name and mailing address of the principal managing employee or employees and the telephone number of the Business;
 - 4.1.1.5 Any certificate, authority, Licence or other document of qualification under this or any other Bylaw, or under Statute of the Province of Alberta that may be required in connection with the carrying on of the business;
 - 4.1.1.6 If applicable, estimates to the volumes of aggregate to be extracted at the proposed place of business within the calendar year to which the Licence applies;
 - 4.1.1.7 If applicable Confirmation of the actual amendments of aggregate extraction at the proposed place of business within the prior calendar year;
 - 4.1.1.8 Such other information as the Licence Inspector may reasonably require including confirmation of actual amounts of aggregate extracted in any year as of December 31, of that year;
- 4.2 An Application for a Licence or for a renewal of a Licence shall not be considered by the Licence Inspector until the fees as set out in this bylaw have been received by the County. Unless otherwise indicated in this bylaw, the fees shall be:
- 4.2.1 The amount determined in accordance with **Schedule "B": Fees** to this bylaw;
- 4.3 All Business Licence fees are due and payable:
- 4.3.1 A Business may enter into a payment plan with the County to make four (4) equal payments due on: January 1, April 1, July 1, and October 1 of each calendar year, providing:
 - 4.3.1.1 all of the Licensee's account(s) with the County are in good standing, and
 - 4.3.1.2 the Business Licence for which the fee is due is active from January 1 to December 31 of the calendar year.
 - 4.3.2 If a Licensee who has entered the payment plan and fails to make two consecutive payments, the full amount owing is due and payable and the Licensee is ineligible for the payment plan for the next calendar year.
- 4.4 A new Licence as per **Schedule "F": Aggregate Extraction Business Licence**, is required annually to continue operation.

- 4.5 **Schedule "D": Aggregate Quarterly Report** must be completed and submitted quarterly.
- 4.6 If the Class of Licence issued to an Aggregate Extraction Business, based upon estimated extraction volumes, does not correspond to the actual volumes extracted by December 15th of the year, with the result that the Business actually comes within a different class that for which the Business Licence was issued, the Business shall advise the Licence Inspector not later than December 31 and an invoice shall be issued for the difference between the actual Licensee fee paid and the fee based upon the correct class.
- 4.7 Any person who commences business or operation after January 1st and had not previously been in operation in that calendar year shall pay a prorated amount of the appropriate Licence fees provided for in this bylaw, which amount shall be prorated on a quarterly basis.
- 4.8 Licence fees must be paid in full by the due date. Post-dated cheques must be valid on the date which payment is due. A Licence fee is non-refundable. Unpaid Licence fees are a debt owed to the County.
- 4.9 Where a Licence fee has been paid by an uncertified cheque the Licence
- 4.9.1 may be issued subject to the cheque being accepted and cashed by the bank, and
- 4.9.2 will be automatically revoked if the cheque is not accepted and cashed by the bank on which it is issued.
- 4.10 The fee to replace a lost Licence is \$25.00.
- 4.11 The fee for any NSF or Returned Cheque is as outlined in the County's Bylaw thereto.
- 4.12 All Licence fees shall be used:
- 4.12.1 for the administration and enforcement of this Bylaw, for road maintenance funding, and for other municipal services.
5. **Term of Licence**
- 5.1 Every annual Licence issued under the provisions of this Bylaw, unless revoked, cancelled or surrendered, shall terminate at midnight on the 31st day of December of the year in which said Licence was issued.
- 5.2 If the Licence fee is not received by the County within the time periods provided for in **Section 4** the fee will be subject to monthly interest charges, until such time that is paid or is determined by the Licence Inspector that the Licence is surrendered or cancelled. Where interest is charged, it shall be charged on the outstanding balance each month and the monthly rate of interest used to calculate the interest owing shall be one and one half percent (1.5 %).
- 5.3 Where the County has approved an installment payment structure pursuant to Section 4.3.(1) for Business Licence fees, the Licence will be considered surrendered if any of the four payments is not received in full by the County within thirty days of the due date provided for in this Bylaw.
6. **Posting or Production of Licence**
- 6.1 A Licensee shall:
- 6.1.1 post the Licence in a prominent visible location in the Business Premises; or

Bylaw No. 1456-24

- 6.1.2 if it is not practical to post the Licence, produce the Licence forthwith upon demand by a Licence Inspector.
 - 6.2 The Licence Inspector may determine that is inappropriate to issue a Licence to an Applicant where the safety, health or welfare of the public may be at risk due to the issuance of a Licence.
 - 6.3 Subject to the provisions of this Bylaw, upon receipt of an Application for a Licence, the Licence Inspector may:
 - 6.3.1 grant a Licence, or
 - 6.3.2 refuse a Licence, if the Applicant is in breach of this or any other Bylaw of the County, does not have a development permit (if required pursuant to the County's Land Use Bylaw), has not met the requirements of this Bylaw, or in the Licence Inspector's opinion, there are other just and reasonable grounds for the refusal of the Application.
7. **Inspections**
- 7.1 Where a Business requires a Business Licence or is Licensed, then the Business Premises and surrounding parcel may be inspected by a Licence Inspector or Bylaw Services Officer, who shall at all reasonable times have the right to enter upon any Business Premises required to be Licensed under the provisions of this Bylaw for the purpose of inspection or for the purpose of ascertaining if the provisions of this or any other Bylaw of the County are being complied with.
 - 7.2 A Licence Inspector or Bylaw Enforcement Officer may inspect a Business Premises or site at which a contractor is working for the purpose of ascertaining if the provisions of this or any other Bylaw of the County are being complied with.
 - 7.3 A person who is or whom a Licence Inspector reasonably believes is carrying on a Business requiring a Business Licence, or who is an Applicant, shall,
 - 7.3.1 permit and assist in all inspections requested by a Licence Inspector or Bylaw Services Officer;
 - 7.3.2 furnish to a Licence Inspector or Bylaw Enforcement Officer all identification, information, or documentation related to the inspection or Licensing requirement;
 - 7.3.3 not provide to a Licence Inspector or Bylaw Enforcement Officer false or misleading information or information intended to mislead with regard to any matter or thing arising in connection with the Licensing of the Business; and
 - 7.3.4 provide verification upon request by a Licence Inspector regarding the actual volumes of aggregate extracted at a Business Premises in any monthly or yearly period.
 - 7.4 No person shall attempt to prevent, obstruct or hinder a Licence Inspector or Bylaw Services Officer from making an inspection authorized by this Bylaw.
 - 7.5 During an inspection authorized under this Bylaw, a Licence Inspector or Bylaw Services Officer may examine any Business record or document from the Business Premises for the purpose of copying it, and will provide a receipt for any document or record so removed.
8. **Refusal, Revocation, Suspension**
- 8.1 A Licence Inspector shall refuse an Application if, in the opinion of the Licence Inspector any Licensing requirements of this bylaw have not been met or the Licence Inspector

has reasonable grounds to believe that operation of the Business poses a danger to the safety, health or welfare of the public.

- 8.2 A Licence Inspector may suspend or revoke a Licence if:
 - 8.2.1 The Licensee fails to comply with the Licensing requirements of this bylaw; or
 - 8.2.2 The Licence Inspector has reasonable grounds to believe that operation of the Business poses a danger to the safety, health or welfare of the public.
- 8.3 The Licence Inspector may make inquiries and receive information, including information from the Applicant, to determine whether there are just and reasonable grounds for the refusal of an Application, or a revocation, or a suspension of a Licence.
- 8.4 A suspension of a Licence may be:
 - 8.4.1 for a period of time not exceeding the unexpired term of the Licence; or
 - 8.4.2 where the suspension is for non-compliance with the licensing requirements of this bylaw, until the holder of the suspended Licence proves compliance to the satisfaction of the Licence Inspector.
- 8.5 A Licence may be revoked or suspended for non-compliance with any law or regulation notwithstanding that the holder of the Licence has not been prosecuted for a contravention of that law, where the Licence Inspector has reasonable grounds to believe that the Licensee poses a danger to the safety, health or welfare of the public, to the protection of property.
- 8.6 When an Application for a Licence is refused, or when a Licence is revoked or suspended the Licence Inspector shall notify the Applicant or Licensee, in writing, of the refusal, revocation or suspension and the reasons for it:
 - 8.6.1 by delivering a notice to the Applicant or Licensee personally; or
 - 8.6.2 by delivering a notice by registered mail to the Applicant's or Licensee's most recent place of Business or residence as shown on the Licence or Application.
- 8.7 After the delivery of a notice of the refusal of an Application or a suspension or revocation of a Licence, the Business shall not be carried on until such time as a Licence is issued or the suspended Licence is reinstated.

9. **Appeals**

- 9.1 Where an Application for a Licence has been refused, a Licence revoked or suspended or an exemption has been refused, the Application may appeal the decision to Council. All appeals shall be made in writing addressed to the Licence Inspector of the County, and received by the County within 45 days of the date of issue of refusal, revocation or suspension.
- 9.2 Licence Applicants may appeal to Council the Licence fee imposed or the Business Sector of Business applied to the Applicant. All appeals of Licence fee or Business Sector shall be made in writing addressed to the Licence Inspector of the County and received by the County, on or before the due date for payment of the Licence fee.
- 9.3 Upon receipt of any appeal under **Section 8.5 and 8.6**, Council shall:
 - 9.3.1 Schedule and hold an appeal hearing not more than thirty days following receipt of appeal;

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- 9.3.2 Advertise the date, time and details of the appeal hearing at least once a week for two consecutive weeks in at least one newspaper or other publication circulating in the area to which the appeal relates;
- 9.3.3 Allow any third party to make written or oral representation in support of or in opposition to the appeal at its first regular meeting following receipt of the recommendation;
- 9.4 If Council hears an appeal, a decision will be made on the appeal within fifteen (15) days.

10. Violations

- 10.1 Any Person who contravenes a provision of this bylaw or the terms of any permit issued pursuant to this bylaw is guilty of an offence and is liable for the penalty set out in **Schedule "C": Penalties**, or if no penalty is specified in Schedule "C" for the particular offence, for the penalty in accordance with **Section 10.5** of this bylaw.
- 10.2 When a corporation commits an offence under this bylaw, every principal, director, manager, employer or agent of the corporation who authorized the act or omission that constitutes the offence or assented to or acquiesced or participated in the act or omission that constitutes the offence is guilty of the offence whether or not the corporation has been prosecuted for the offence.
- 10.3 If a partnership is guilty of an offence under this bylaw, each partner in that partnership who authorized the act or omission that constitutes the offence or assented to or acquiesced or participated in the act or omission that constitutes the offence is guilty of the offence.
- 10.4 Violation tickets:
 - 10.4.1 Where a Licence Inspector reasonably believes that a person has contravened any provision of this bylaw, the Licence Inspector or Bylaw Enforcement Officer may serve upon the person a Violation Ticket, allowing payment of the specified penalty set out in Schedule "C" for the offence, and the recording of such payment by the Court shall constitute acceptance of a guilty plea and the imposition of a fine in the amount of the specified penalty.
 - 10.4.2 This section shall not prevent any Licence Inspector or Bylaw Enforcement Officer from issuing a ticket requiring a court appearance of the defendant, pursuant to the provisions of the Provincial Offences Procedure Act or from laying information in lieu of issuing a Violation Ticket.
- 10.5 Except as otherwise provided in this Bylaw, a person who is guilty of an offence under this Bylaw for which a penalty is not otherwise provided, is liable to a fine of not less than \$200.00 and not more than \$500.00.
- 10.6 The imposition of a fine either by issuance of a Violation Ticket or by summary conviction in court shall not relieve any persons fined from any debt owing to the County for an unpaid Business Licence.

11. Transition

- 11.1 If any clause in this Bylaw is found to be invalid, it shall be severed from the remainder of the Bylaw and shall not invalidate the whole Bylaw.
- 11.2 Schedules "A," "B," "C," "D," "E," "F," and "G" form part of this Bylaw.

REPEAL

Bylaw No. 1306-17: Aggregate Extraction Business License, being the previous bylaw is hereby repealed.

EFFECTIVE DATE

This Bylaw shall come into force and effect on the final date of passing thereof.

READ A **FIRST TIME** IN COUNCIL THIS __ day of _____, AD **2024**.

READ A **SECOND TIME** IN COUNCIL THIS __ day of _____, AD **2024**.

READ A **THIRD AND FINAL TIME, WITH THE UNANIMOUS CONSENT OF ALL COUNCILLORS PRESENT, THIS** __ day of _____, AD **2024**.

Reeve

Seal

Chief Administrative Officer

DRAFT

Schedule "A"

Definitions

1. **Aggregate** means any sand, gravel, clay or marl that is excavated from a pit, whether in a processed or unprocessed form.
2. **Applicant** means a person who applies for a Licence required by this Bylaw.
3. **Application** means a written Application for a Business Licence thereof required under this Bylaw.
4. **Business** means:
 - 4.1 An aggregate extraction activity or undertaking.
 - 4.2 Gravel crushing.
 - 4.3 Concrete batching plant.
 - 4.3 Asphalt batching plant.
 - 4.4 Aggregate hauling activity.

Whether or not for profit and however organized or formed, including a co-operative or association of persons.
5. **Business Licence and Licence, Licensed and Licensing** means a Licence issued pursuant to this Bylaw.
6. **Business Premises** includes any land, warehouse, yard, building, enclosure or other place occupied, or capable of being occupied, for the purpose of carrying on a Business and in which place the carrying on of a Business is a permitted or discretionary use under the County's Land Use Bylaw.
7. **Bylaw Enforcement Officer** means an employee of the County who has been appointed to the position of Bylaw Enforcement Officer or pursuant to the County's Bylaw Enforcement Officer Bylaw.
8. **Carry on, carrying on, carried on and carries on** means to conduct, operate, perform, keep, hold, occupy, deal in or use, for a fee or exchange of benefits, whether as principal or agent.
9. **Development Officer** means a person appointed as Development Officer to fulfill the duties specified in the Smoky Lake County Land Use Bylaw.
10. **Licence** means the holder of a valid and subsisting Licence issued pursuant to the provisions of this Bylaw.
11. **Licence Inspector** means the Bylaw Enforcement Officer or any other person as may be authorized by Council to enforce the provisions of this Bylaw.
12. **County** means the Municipal Corporation of the Smoky Lake County and, where the context requires, the land included within the boundaries of Smoky Lake County.
13. **Violation Ticket** means any ticket authorized under the *Provincial Offences Procedures Act*.



Schedule "B" Fees

Class	Tonne	Fee
P	N/A (Batching Plants)	\$ 500.00
1	1 - 2,500	\$ 2,000.00
2	2,501 - 5,000	\$ 4,250.00
3	5,001 - 7,500	\$ 6,200.00
4	7,501 - 10,000	\$ 8,400.00
5	10,001 - 12,500	\$ 10,500.00
6	12,501 - 15,000	\$ 12,750.00
7	15,001 - 17,500	\$ 14,700.00
8	17,501 - 20,000	\$ 17,000.00
9	20,001 - 22,500	\$ 19,000.00
10	22,501 - 25,000	\$ 21,100.00
11	25,001 - 27,500	\$ 23,200.00
12	27,501 - 30,000	\$ 25,300.00
13	30,001 - 32,500	\$ 27,600.00
14	32,501 - 35,000	\$ 29,500.00
15	35,001 - 37,500	\$ 31,500.00
16	37,501 - 40,000	\$ 34,000.00
17	40,001 - 42,500	\$ 36,000.00
18	42,501 - 45,000	\$ 38,100.00
19	45,001 - 47,500	\$ 40,200.00
20	47,501 - 50,000	\$ 42,500.00
21	50,001 - 52,500	\$ 44,500.00
22	52,501 - 55,000	\$ 46,500.00
23	55,001 - 57,500	\$ 48,700.00
24	57,501 - 60,000	\$ 51,000.00
25	60,001 - 62,500	\$ 53,000.00
26	62,501 - 65,000	\$ 55,100.00
27	65,001 - 67,500	\$ 57,100.00
28	67,501 - 70,000	\$ 59,200.00
29	70,001 - 72,500	\$ 61,500.00
30	72,501 - 75,000	\$ 63,500.00
31	75,001 - 77,500	\$ 65,600.00
32	77,501 - 80,000	\$ 67,800.00
33	80,001 - 82,500	\$ 70,000.00
34	82,501 - 85,000	\$ 72,100.00
35	85,001 - 87,500	\$ 74,200.00
36	87,501 - 90,000	\$ 76,300.00
37	90,001 - 92,500	\$ 78,500.00
38	92,501 - 95,000	\$ 80,600.00
39	95,001 - 97,500	\$ 82,800.00
40	97,501 - 100,000	\$ 85,000.00



Schedule "B"
Fees: Continued

Class	Tonne	Fee
41	100,001 - 102,500	\$ 87,100.00
42	102,501 - 105,000	\$ 89,200.00
43	105,001 - 107,500	\$ 91,300.00
44	107,501 - 110,000	\$ 93,500.00
45	110,001 - 112,500	\$ 95,600.00
46	112,501 - 115,000	\$ 97,700.00
47	115,001 - 117,500	\$ 99,800.00
48	117,501 - 120,000	\$ 102,000.00
49	120,001 - 122,500	\$ 104,100.00
50	122,501 - 125,000	\$ 106,200.00
51	125,001 - 127,500	\$ 108,300.00
52	127,501 - 130,000	\$ 110,400.00
53	130,001 - 132,500	\$ 112,500.00
54	132,501 - 135,000	\$ 114,600.00
55	135,001 - 137,500	\$ 116,700.00
56	137,501 - 140,000	\$ 118,800.00
57	140,001 - 142,500	\$ 121,000.00
58	142,501 - 145,000	\$ 123,100.00
59	145,001 - 147,500	\$ 125,200.00
60	147,501 - 150,000	\$ 127,300.00
61	150,001 - 152,500	\$ 129,400.00
62	152,501 - 155,000	\$ 131,500.00
63	155,001 - 157,500	\$ 133,600.00
64	157,501 - 160,000	\$ 135,700.00
65	160,001 - 162,500	\$ 137,800.00
66	162,501 - 165,000	\$ 139,900.00
67	165,001 - 167,500	\$ 142,100.00
68	167,501 - 170,000	\$ 144,200.00
69	170,001 - 172,500	\$ 146,300.00
70	172,501 - 175,000	\$ 148,400.00
71	175,001 - 177,500	\$ 150,500.00
72	177,501 - 180,000	\$ 152,700.00
73	180,001 - 182,500	\$ 154,800.00
74	182,501 - 185,000	\$ 156,900.00
75	185,001 - 187,500	\$ 159,000.00
76	187,501 - 190,000	\$ 161,200.00
77	190,001 - 192,500	\$ 163,300.00
78	192,501 - 195,000	\$ 165,400.00
79	195,001 - 197,500	\$ 167,600.00
80	197,501 - 200,000	\$ 169,700.00



**Schedule "C"
Penalties**

Section	Description	Amount
3	Carrying on or operating the following Businesses: Gravel Crushing, Aggregate Hauling, Concrete Batching Plant, or Asphalt Batching Plant, within (or partially within) Smoky Lake County without a valid and subsisting Aggregate Extraction Business Licence.	\$500.00
7	Refusing a Licence Inspector or Bylaw Enforcement Officer from conducting any inspection authorized by this bylaw.	\$500.00
6	Failing to post the Licence in a prominent visible location in the Business Premises; or failing to produce the Licence forthwith upon demand by a Licence Inspector.	\$200.00
10.5	Except as otherwise provided in this Bylaw, a person who is guilty of an offence under this Bylaw for which a penalty is not otherwise provided, is liable to a fine of not less than \$200.00 and not more than \$500.00.	\$200.00 to \$500.00

DRAFT



Schedule "D"

AGGREGATE QUARTERLY REPORTING

This report must be received by the County within fourteen (14) days form the last day of reporting period (March 31, June 30, September 30, and December 31).

Name of Operator	
Mailing Address of Operator	
Telephone Number	
Fax Number	
E-mail Address	

Reporting Period covered by this report: (check one)

_____ January 1 - March 31, 20___ Due by April 14th

_____ April 1 - June 30, 20___ Due by July 14th

_____ July 1 - September 30, 20___ Due by October 14th

_____ October 1 - December 31, 20___ Due by January 14th

Name or Location of Pit from which the aggregate was removed:	Name of Pit Owner:	Total Number of Tonnes removed:

Total Aggregate that you shipped from this pit in the reporting period (tonnes)

TOTAL: _____

Conversion Rate:
 The weight of sand and gravel in individual shipments may be estimated if weigh scales are unavailable.
 The conversion rates to be used in estimating the tonnage are as follows:
 1 cubic metre (1.308 cubic yards) of Sand = 1.365 tonnes; and
 1 cubic metre (1.308 cubic yards) of Gravel = 1.632 tonnes.

I declare that I have prepared or have examined this reporting form, and to the best of my knowledge and belief this report is true and complete.

Signature **Date**

Title

Mail this form and your remittance to:	or Delivered to:
Smoky Lake County P.O. Box 310 Smoky Lake, Alberta T0A 3C0	Smoky Lake County 4612 McDougall Drive Smoky Lake, Alberta T0A 3C0



SMOKY LAKE COUNTY

P.O. Box 310 or 4612 McDougall Drive
 Smoky Lake AB T0A 3C0
 Phone: 888.656.3730 Fax 780.656.3768
 www.smokylakecounty.ab.ca

APPLICATION
**Aggregate Extraction
 Business Licence**

Schedule "E"

Name of Company: _____						
Name and Title of Applicant: _____						
Mailing Address: _____ Postal Code _____						
Contact Information: _____						
Cellular Phone Number	Business Phone Number					
E-Mail	Other Phone Number Fax					
Hereby make application for the extraction of aggregate at the following legal land location: <table border="1" style="margin-left: auto; margin-right: auto; border-collapse: collapse;"> <tr> <td style="width: 100px; height: 40px; text-align: center;">QTR/LSD</td> <td style="width: 100px; height: 40px; text-align: center;">SECTION</td> <td style="width: 100px; height: 40px; text-align: center;">TOWNSHIP</td> <td style="width: 100px; height: 40px; text-align: center;">RANGE</td> <td style="width: 100px; height: 40px; text-align: center; font-size: 24px;">W4</td> </tr> </table> RANGE ROAD: _____ TOWNSHIP ROAD: _____ <input type="checkbox"/> This is an Existing Pit <u>or</u> <input type="checkbox"/> This is a New Development Name of Pit Owner: _____		QTR/LSD	SECTION	TOWNSHIP	RANGE	W4
QTR/LSD	SECTION	TOWNSHIP	RANGE	W4		
BUSINESS LICENCE FEE: In accordance with SCHEDULE "B" : Estimated Total amount of <u>Gravel</u> tonnes that you will ship from this pit.						
<input type="checkbox"/> CLASS NO.: _____ TONNES: _____ <input type="checkbox"/> CLASS: "P" (Batching Plant)	Business Licence fee are due and payable: TOTAL: _____					
I hereby agree to the following: <ol style="list-style-type: none"> 1. To pay all fees and provide all records stipulated in the provisions of the Aggregate Extraction Business Licence Bylaw, by December 31st in the year in which the Licence has been issued. 2. To provide Smoky Lake County through its officers, employees or agents, the right of entry to inspect and determine the weight and volumes of aggregate removed from land within the County and to provide proof of the Aggregate Extraction Business Licence issued as a result of this Application and payment of the prescribed fee, upon request of any officer, employee or agent of the Smoky Lake County. 3. To forthwith surrender the Licence issued by Smoky Lake County, as a result of this Application and payment of the prescribed fee, upon the cancellation of it by Smoky Lake County for non-compliance with the Aggregate Extraction Business Licence Bylaw. 4. Payment Options: <input type="checkbox"/> Quarterly Equalized Payment Plan (due January 1, April 1, July 1 and October 1) or <input type="checkbox"/> Annual Payment 						
Dated at Smoky Lake County this _____ day of _____, 20____.						
_____ Signature of Applicant						
OFFICE USE ONLY Date Received: _____ Our File Number: _____ Issued Date: _____ Receipt No: _____						
Aggregate Business Licence No.: _____						

Schedule "F"

SMOKY LAKE COUNTY AGGREGATE EXTRACTION BUSINESS LICENCE

LICENCE NO.: _____

This is to certify:

That: _____

Of: _____

Is hereby Licensed to Operate a Business for the purpose of Aggregate Extraction within Smoky Lake County, subject to the terms and provisions of Smoky Lake County Bylaw No. 1306-17 and schedules attached thereto.

LICENCE FEE: \$ _____ CLASS: _____

PIT LOCATION: _____ ¼ Sec. _____ Twp. _____ Rge. _____ W4

LICENCE EXPIRY DATE: _____

DATED at Smoky Lake County, in the Province of Alberta,

This _____ Day of _____, 20_____.



Licence Inspector

Quarterly Reporting Required For:
January 1 to March 31
April 1 to June 30
July 1 to September 30
October 1 to December 31

Is Due By:
April 14
July 14
October 14
January 14



Request for Decision (RFD)

Meeting Date: Thursday, February 22, 2024
Topic: PatientsFirst Letter Writing Campaign
Presented By: Interim CAO

Agenda Item: **7.9**

Recommendation:

That Smoky Lake County promote the “PatientsFirst” Letter Writing Campaign on social media and Grapevine to encourage residents and stakeholders to participate in the campaign, with the intent of removing red tape hindering the attraction and retention of physicians affecting the George McDougall Health Care Centre’s Emergency Room Services and Medical Clinics in the Smoky Lake Region.

That Smoky Lake County submit a letter to the College of Physicians and Surgeons, Government of Alberta Minister of Health to advocate removing the red tape hindering attraction and retention of physician and healthcare professionals, affecting the George Mc Dougall Health Care Centre’s Emergency Room Services and Meical Clinics in the Smoky Lake Regions.

Background:

January 11, 2024, Motion# 252-24: That Smoky Lake County recommend the Town of Smoky Lake, as managing partner of the Physicians & Health Care Professionals Committee, and as part of the said Committee’s mandate, implement a letter writing campaign involving members of the public, community stakeholders, businesses, Smoky Lake Region Municipalities, Settlements, Reserves, and anyone, to urge the Provincial Government and Regional Health Authority in taking action to remove the red tape hindering the attraction and retention of physicians affecting the George McDougall Health Care Centre’s Emergency Room Services and Medical Clinics in the Smoky Lake Region.

February 7, 2024, Physicians and Health Care Professionals Committee Meeting Motions:

5.4. Smoky Lake Health Centre Emergency Department Closures

Motion:11-2024 That Physicians and Health Care Professionals Committee promote the PatientsFirst Letter Writing Campaign to residents and stakeholders with the intent of removing red tape hindering the attraction and retention of physicians affecting the George McDougall Health Care Centre’s Emergency Room Services and Medical Clinics in the Smoky Lake Region.

AND

That Physicians and Health Care Professionals Committee requests that each respective municipality write letters to the College of Physicians and Surgeons, Government of Alberta Minister of Health to promote removing red tape hindering the attraction and retention of physicians and healthcare professionals affecting the George McDougall Health Care Centre’s Emergency Room Services and Medical Clinics in the Smoky Lake Region.

*Moved By Serben,
Carried*

Motion:12-2024 That Physicians and Health Care Professionals Committee requests that each respective municipality promote the PatientsFirst Letter Writing marketing campaign to residents and stakeholders through the following marketing channels:

- letter mailout to all residents within the Smoky Lake Region
- municipal websites and social media platforms
- posters
- newsletters

not to exceed \$500.00; And the Managing Partner coordinate the campaign.

*Moved By Serben,
Carried*

Benefits: Addresses Council’s January 11, 2024 Motion.

Disadvantages: Unknown

Alternatives: Council’s discretion



Request for Decision (RFD)

Financial Implications: N/A

Legislation: N/A

Intergovernmental: Town of Smoky Lake, Village of Vilna, and Village of Waskatenau

Strategic Alignment: N/A

Enclosure(s): Promotional Poster

Signature of the CAO: 



Request for Decision (RFD)

Meeting Date: Thursday, February 22, 2024

Agenda Item: **7.10**

Topic: Physicians & Health Care Professionals Year-2024 Budget

Presented By: Interim CAO

Recommendation:

That Smoky Lake County approve the Year-2024 Budget for the Smoky Lake Region's Physicians & Health Care Professionals Committee, as recommended at the Physicians & Health Care Professionals Committee meeting held on February 7, 2024, by Motion # 15-2024, with the following cost-sharing percentage funding formula:

Municipality	Percentage	Amount
Smoky Lake County	61%	\$ 14,640.00
Town of Smoky Lake	26%	\$ 6,240.00
Village of Vilna	7%	\$ 1,680.00
Village of Waskatenau	6%	\$ 1,440.00
Year-2024 Doctor RETENTION Total Budget:		\$ 24,000.00

Background:

Information from the Physicians & Health Care Professionals Committee's February 7, 2024 meeting agenda package: the approved budget from Year-2023 was \$24,000.00; the year end balance as of December 31, 2023 was \$18,317.22:

REVENUE	
2023 Budget revenue (Motion: 10-23)	24,000.00
In and out - Transfer from Reserve for MOU (Motion No. 33-23)	77,000.00
In and out - not for DRR	5,000.00
Alberta Rural Grant for Retention (Motion No. 45-23)	1,000.00
Interest	1,160.82
TOTAL REVENUE	108,160.82
EXPENSE	
Transfer surplus Retention funds to Reserve (Motion No. 11-23)	17,249.63
Dr Meet and Greet expense (Motion No. 17-23)	3,856.30
In and out - Transfer from Reserve for MOU (Motion No. 33-23)	77,000.00
In and out - not for DRR	5,000.00
Golf memberships	2,893.00
Bakery/Just for Licks (Motion 41-23: AB Rural Health Week)	790.00
Baby gift and card for Dr. Esterhuizen (Motion 44-23)	257.65
Christmas baskets and cards	1,089.04
TOTAL EXPENSE	108,135.62
Opening balance as of January 1, 2023	18,292.02
Revenue	108,160.82
Expenses	- 108,135.62
Year End Balance	18,317.22
Statement balance as of December 31, 2023	18,363.87
2023 Outstanding cheques	- 1,089.04
2022 expense	1,042.39
Reconciled Balance	18,317.22
2023 outstanding cheques	
Christmas Baskets for doctors and dentist	1,050.00
Christmas cards for doctors and dentist	39.04
	1,089.04
2022 Expense (paid in 2023)	
Christmas baskets for Dr's	840.00
Cheques ordered	202.39
	1,042.39

2023 Doctor Recruitment Surplus Statement	
SURPLUS	
As of Jan 1, 2023	109,114.79
Transfer surplus Retention funds to Reserve (Motion No. 11-23)	17,249.63
Interest accrued	3,612.72
MOU Raubenheimer Medical Clinic (Motion No. 33-23)	- 77,000.00
As of Dec 31, 2023	52,977.14

Dr. Retention		
	Percentage	Totals
Smoky Lake County	61%	\$ 14,640.00
Town of Smoky Lake	26%	\$ 6,240.00
Village of Vilna	7%	\$ 1,680.00
Village of Waskatenau	6%	\$ 1,440.00
	100%	\$ 24,000.00
Dr. Recruitment		
	Percentage	Totals
Smoky Lake County	0%	\$ -
Town of Smoky Lake	0%	\$ -
Village of Vilna	0%	\$ -
Village of Waskatenau	0%	\$ -
	0%	\$0.00

Benefits: Provide funds to act plan and implement an integrated approach to attract and retain Physicians, Veterinarians, Nurses, Dentists, Pharmacists, Physiotherapists and other Health Care Professionals to the Smoky Lake Region.

Disadvantages: N/A



Request for Decision (RFD)

Alternatives: Council's discretion

Financial Implications: \$24,000 budgeted in 2024.

Legislation: Policy Statement No. 05-05-03: Physicians and Health Care Professionals Committee: Terms of Reference

Intergovernmental: Town of Smoky Lake, Village of Vilna, and Village of Waskatenau

Strategic Alignment: N/A

Enclosure(s): N/A

Signature of the CAO: _____

A handwritten signature in black ink, appearing to read "Lynne", written over a horizontal line.



Request for Decision (RFD)

Meeting Date: Thursday, February 22, 2024

Agenda Item: 7.11

Topic: RhPAP's 2023 Rhapsody Rural Physician Award

Presented By: Interim CAO

Recommendation:

That Smoky Lake County provide a letter of support to the Town of Smoky Lake, Managing Partner of the Physicians and Health Care Professionals Committee, for their application to the 2024 Rural Health Professions Action Plan's (RhPAP) Rhapsody Award for the Rural Health-Care Heroes to nominate Dr. Anton Raubenheimer, Dr. Stephan Raubenheimer and Dr. Hendrick Lourens, as well as their dedicated staff, at the Raubenheimer Medical Clinic in Smoky Lake and at the Vilna Medical Centre in Vilna.

Background:

The Smoky Lake Region's Physicians and Health Care Professionals Committee is asking for letter of support to nominate our Doctors and their staff for the 2024 Rural Health Professions Action Plan's (RhPAP) Rhapsody Award for the Rural Health-Care Heroes.

The Rural Health Professionals Action Plan (RhPAP) 2024 Rhapsody Award Nominations are open with a submission deadline of February 29, 2024. In 2023, we nominated the local Doctors and Medical Clinic Staff under the Home Town Heroes category and were unsuccessful. This year the letter of support can be improved based on the RhPAP Nomination Selection Committee's feedback on why we weren't successful.

Benefits: Publicly acknowledges the importance of the Doctors.

Disadvantages: N/A

Alternatives: Council's discretion

Financial Implications: N/A

Legislation: N/A

Intergovernmental: Town of Smoky Lake, Village of Vilna, and Village of Waskatenau

Strategic Alignment: N/A

Enclosure(s): Draft Support Letter

Signature of the CAO: 



Request for Decision (RFD)

DRAFT SUPPORT LETTER:



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

February 22, 2024
File: 5-20

RhPAP Award Selection Committee
Suite 416, 9707-110 Street NW
Edmonton, AB T5K 2L9

Dear Selection Committee,

Smoky Lake County is pleased to offer this letter of support for the 2024 RhPAP Rhapsody Award nomination of: Doctor Anton Raubenheimer, Doctor Stephan Raubenheimer, Doctor Hendrick Lorenz, and Medical Clinic Support Staff, from the Raubenheimer Medical Clinic in Smoky Lake and Vilna Medical Centre in Vilna.

The Doctors and their clinic staff truly represent Alberta rural health excellence, and have made significant contributions to both health care and community health in the Smoky Lake Region for more than 28 years! This long-term service is rare in urban clinics, never the less in rural settings! Our healthcare heroes are active members of our community and they have shown long dedication and commitment extending well beyond healthcare, while serving the challenging demands of working in the medical profession.

Because of their support and collaboration, we benefit from various health care initiatives that were lost or inaccessible in our region before. Such as conducting in-person rounds to visit their patients and review their status and care plans at our local senior and assisted living facilities. And working with Lakeland Primary Care Network to bring in specialized medical services not provided in the clinic.

Smoky Lake County is truly thankful for their contributions and we are elated to offer our enthusiastic support for their nomination as healthcare heroes!

Yours truly,

Jered Serben,
Reeve

Policy M-01-30-01: Monthly Departmental Reporting

Chief Administrative Officer - Report Period: January 26, 2024 – February 15, 2024		
LEGISLATIVE / GOVERNANCE		
Projects	In Progress	Completed
<p>Brief overview of what the Legislative Department has and is working on in conjunction to the work for meetings, minutes, and action list:</p> <ul style="list-style-type: none"> ➤ Working with the Fire Protective Services on the Smoky Lake Region Fire Rescue: developing draft Advisory Committee – Terms of Reference, creating a Three-Year Budget and budget detail breakdown; its Organizational Structure. ➤ Council: Working on information packages for upcoming committee meeting <ul style="list-style-type: none"> ▪ Tax Incentives: Options ▪ LGFF (Local Government Fiscal Framework): Funding Shortage / Impacts. ▪ Firefighter Incentives ▪ Firefighting services: Potential drought situation, Water and Firefighting Resources. ▪ Presentation Packages for RMA meetings with Ministers and RCMP. ➤ Policies: <ul style="list-style-type: none"> ▪ Completed Health and Safety Communication Policy: to address how the information is communicated, and it was adopted at last Joint Health & Safety Committee Meeting. ▪ Compiling information in respect to Haul Road Agreement. ▪ Next: Organizational Chart / Structure and review of Council Code of Conduct. ➤ Administrative Meeting: February 7, 2024 <ul style="list-style-type: none"> ▪ Discussion held in respect to alignment of Land Use Bylaws and Strategic Plans in respect to Housing. 	2024	
<p>Smoky Lake County Strategic Plan 2023 – 2025:</p> <p>County Council approved its Strategic Plan on April 27, 2023 – Motion #565-23 identifying goals and objectives for the next three years: 2023- 2025. A Priorities Progress report was presented to Council at a Committee of the Whole held on January 30, 2024 to review and hold discussion in respect to the actions completed in Year 2023.</p> <p style="text-align: right; color: red;">(Attachment: L-1)</p> <p>Recommendation: That Smoky Lake County Council accept the Strategic Plan 2023-2025 Progress Priorities update for 2023, for information.</p>	Jan. 16/24	Jan.25/24
<p>Inside Outside Studios Inc. – iHunter Alberta App</p> <p>There was an error in the Correspondence received from Inside Outside Studios Inc., that was brought to the February 8, 2024 Council meeting, this paragraph:</p> <p style="padding-left: 40px;">Due to inflation, we would still recommend increasing the end user map pricing if you feel it is appropriate. We suggest a minimum map pricing of \$19.99 instead of \$14.99, but are willing to consider higher pricing if preferred. For counties that changed this price last year, it doesn't seem to have affected sales.</p> <p>Smoky Lake County had already approved to increase the price to \$19.99 last year in 2023, as per the February 15, 2023, Council Motion #377-23. Therefore, Motion #334-24 which was passed at the February 8, 2024 Council Meeting (to NOT increase the price from \$14.99 to \$19.99) is invalid and should be rescinded.</p> <p>Recommendation: That Smoky Lake County Council rescind the February 8, 2024, Motion #334-24; and acknowledge receipt of the 2023 County Map Sales – Annual Report, received from Inside Outside Studios Inc., of Calgary Alberta, in regard to the sale of virtual Smoky Lake County maps sold through their mobile application software: "iHunter Alberta", reporting a total of 345 maps sold in Year-2023, which generated a royalty revenue to the County in the amount of \$2,957.92, as per the correspondence received from Mark Stenroos of Inside Outside Studios Inc., dated January 12, 2024.</p>	Jan. 11/24	Jan. 19/24
ADMINISTRATIVE		
Projects	In Progress	Completed
Nil		

FINANCIAL		
Projects	In Progress	Completed
Wildfire Community Preparedness Day Grant <ul style="list-style-type: none"> Submitted January 29, 2024 – No response yet. 	Jan. 29/24	
HUMAN RESOURCES		
Projects	In Progress	Completed
Council Meeting Debriefing for Staff: scheduled for February 27, 2024 at 10:00 a.m.	Feb. 12/24	
Waste Management Operator <ul style="list-style-type: none"> Waste Management Operator hired: Craig Hennessey, effective February 6, 2024. Job Description established for this position. Provided to Council for awareness purposes only. <p style="text-align: right;">(Attachment: H-1)</p> <p>RECOMMENDATION: That Smoky Lake County acknowledge receipt of the Management Policy 1-M-45-01: Waste Management Operator for information purposes.</p>	Jan. 18/24	Feb 6/24
Manager's Reports were submitted to the Interim CAO for the Month of February and distributed by email to Council through a Release of Information February 21, 2024.	Feb. 20/24	
Chief Administrative Officer (CAO) Recruitment: Position HumanEdge Executive Search is conducting the "Screening Process" and an update will be provided to Council under Executive Session .	Jan. 2024	
COMMUNITY		
Projects	In Progress	Completed
Metis Nation of Alberta (MNA) On January 5, 2024 , Ron Henderson, Energy and Sustainability Manager reached out to our Planning and Development Department for a Letter of Support of the Metis Nation of Alberta's 2024 Emerald Nomination for Environmental Excellence in respect to their Solar Farm Project . <p style="text-align: right;">(Attachment: C-1)</p> <ul style="list-style-type: none"> As per email, the Métis Nation of Alberta is self-nominating the Métis Crossing Solar Project for an Alberta Emerald Award for 2024 - One of the requirements for an Emerald award nomination is a letter of support from a third party. Smoky Lake County has always collaborated and supported clubs and organizations in opportunities for growth and recognition. This strengthens our relationship and enhances community success. <p>Recommendation: That Smoky Lake County approve action taken in providing the Metis Nation of Alberta (MNA) with a Letter of Support for the Metis Nation of Alberta 2024 Emerald Nomination for Environmental Excellence in respect to their Solar Farm Project.</p>	Feb. 5/24	Feb. 8/28
TRAINING / MEETINGS		
Nil		
ACTION LIST		
December 14, 2023 Council Meeting Action List		
(Attachment: AL-1)		
Signature:  Interim Chief Administrative Officer	County Council Meeting: February 22, 2024	



STRATEGIC PLAN 2023-2025

(Revision #1, approved on April 27, 2023, Council Motion #565-23)

PRIORITIES PROGRESS

As of January 2024

1. **Grow Employment Opportunities** - Council is committed to lobby for the re-instatement of healthcare services in the region, the re-opening of the courthouse, and supporting growth in all industries, including agricultural business and producers to stimulate population growth in the region. To attain this priority, Council recognizes the following tasks will be required to be undertaken:

1.1. Lobby efforts to the Provincial and/or Federal Governments – The Council will utilize their lobby efforts, along with other local and regional municipal partners, to jointly advocate to the various levels of government. This may include the retaining of registered professional lobbyist firm(s) as deemed necessary. This may require the adoption of an advocacy plan by the Council to assist in this role.

ACTIONS TAKEN & SUPPORTING INFORMATION:

Lobbying is taking place through the group formerly known as the “Northern Mayor’s & Reeve Caucus” now known as the “Northeast Alberta Alliance for Growth and Opportunities (NAAGO)” formed in 2023 comprised of 40 member municipalities and Indigenous communities that are working together to identify common issues and advocate for investment into our region, representing more than 137,000 residents.

1.2. Collaboration with Municipalities and Healthcare Providers – The County will need to form collaborative relationships with municipalities within and surrounding our boundaries, as well as explore relationships and/or partnerships within the Provincial Government.

ACTIONS TAKEN & SUPPORTING INFORMATION:

January 11, 2024, County Council Motion 252-24: recommended the Town of Smoky Lake, as managing partner of the Physicians & Health Care Professionals Committee, and as part of the said Committee’s mandate, implement a letter writing campaign involving members of the public, community stakeholders, businesses, Smoky Lake Region Municipalities, Settlements, Reserves, and anyone, to urge the Provincial Government and Regional Health Authority in taking action to remove the red tape hindering the attraction and retention of physicians affecting the George McDougall Health Care Centre’s Emergency Room Services and Medical Clinics in the Smoky Lake Region.

1.3. Examine recreation opportunities and new facilities – The County will review the Smoky Lake Regional Recreation Master Plan, dated March 2013, in the context of 2023 and develop a program for the public to provide input respecting facility improvements and desired programs.

ACTIONS TAKEN & SUPPORTING INFORMATION:

January 11, 2024, County Council Motion 258-24: received approval of funding from the Alberta Community Partnership (ACP) 2023-24 grant to Village of Waskatenau, as the managing partner, in partnership with Smoky Lake County, Town of Smoky Lake, and Village of Vilna, under the Intermunicipal Collaboration Stream, in the amount of \$200,000.00, in support of the Smoky Lake Regional Recreation Services Strategy project.



STRATEGIC PLAN 2023-2025

(Revision #1, approved on April 27, 2023, Council Motion #565-23)

PRIORITIES PROGRESS

As of January 2024

- 1.4. Examine Incentive Initiatives – The County will examine the possibility of introducing incentives and/or partnership opportunities to foster the growth of business and industry development in the region.

ACTIONS TAKEN & SUPPORTING INFORMATION: In Progress

- 1.5. Proactivity in Development – Council is committed to the development of policy and programming to foster a proactive approach to land development within our region.

ACTIONS TAKEN & SUPPORTING INFORMATION:

August 23, 2023, County Council Meeting Motion #818-23: Adopted Policy Statement No. 61-08-01: Regional Engineering Design Standards (REDS), to establish a minimum acceptable Regional design standards and criteria for the preparation and submission of plans and specifications for the orderly and satisfactory development of subdivisions and other municipal services within the County.

- 1.6. Sell land to raise revenues for development initiatives – The County will review potential opportunities for highest and best use of Municipal property currently vacant and dispose of the lands at fair market value. Some land may be sold on condition to assist in the undertaking development within a specified timeframe.

ACTIONS TAKEN & SUPPORTING INFORMATION:

March 16, 2023, County Council Meeting: created a list of County-Owned lands.

April 13, 2023, County Council Meeting: agreed to sell River Lot 10 for \$80,000+GST

September 28, 2023, County Council Meeting: agreed to sell Plan 716CL, Block 1, Lot 9, Warspite for \$9,000+GST

September 28, 2023, County Council Meeting: approved to offer the following land for sale:

- NW 2-59-12-W4M (13.57 acres) - Reserve Bid = \$45,000.00
- NE 29-59-12-W4M (2.02 acres) - Reserve Bid = \$13,000.00
- SW 21-60-13-W4M (1.0 acres) - Reserve Bid = \$12,000.00
- SE 9-58-15-W4M (22.04 acres) - Reserve Bid = \$50,000.00
- SW 35-S9-15-W4M (0.5 acres) - Reserve Bid = \$500.00
- Plan 8120163, Lot 1 (20.16 acres) - Reserve Bid = \$70,000.00
- Plan 3329ET (1.0 acres) - Reserve Bid = \$15,000.00
- Plan 1955CL, Block 1, Lot 3, (3,900 sq. ft.) - Reserve Bid = \$2,000.00
- Plan 1955CL, Block 1, Lot 18, (6,222 sq. ft.) - Reserve Bid = \$2,300.00
- Plan 1039CL, Block 4, Lots 12-14 (13,637 sq. ft.) - Reserve Bid = \$1,800.00
- Plan 1039CL, Block 4, Lots, 15 & 16 (12,803 sq. ft.) - Reserve Bid = \$1,200.00
- Plan 716CL, Block 2, Lot 1 (3,900 sq. ft.) - Reserve Bid = \$ 9,000.00
- Plan 0425044, Block H, Lot 10A (12,800 sq. ft.) - Reserve Bid = \$12,000.00
- Plan 0425044, Block H, Lot 11A (10,000 sq. ft.) - Reserve Bid = \$11,800.00

October 12, 2023, County Council Meeting: approved to offer the following land for sale:

- NE 23-60-13-W4M (136.30 ACRES) – Reserve Bid = \$126,000.00
- SW 34-61-13-W4M (127.60 ACRES) – Reserve Bid = \$91,000.00
- NE 32-59-14-W4M (160.0 ACRES) – Reserve Bid = \$126,000.00



STRATEGIC PLAN 2023-2025

(Revision #1, approved on April 27, 2023, Council Motion #565-23)

PRIORITIES PROGRESS

As of January 2024

- 1.7. Review existing policy framework – The County will review its existing policy statements across all departments to ensure that they remain relevant and effective.

ACTIONS TAKEN & SUPPORTING INFORMATION: In Progress

- 1.8. Market Evaluation – The County will undertake an evaluation of market conditions to determine what conditions, economic constraints, impediments, catalysts, and stimulus may be beneficial in the proactive promotion of land development in the region.

ACTIONS TAKEN & SUPPORTING INFORMATION: In Progress

- 1.9. Lobby efforts to the Provincial and/or Federal Governments – The Council will utilize their lobby efforts, along with other local and regional municipal partners, to jointly advocate to the various levels of government. This may include the retaining of registered professional lobbyist firm(s) as deemed necessary. This may require the adoption of an advocacy plan by the Council to assist in this role

ACTIONS TAKEN & SUPPORTING INFORMATION: In Progress

2. **Proactive Preliminary Planning** – The Council will undertake a review of the existing Land Use Bylaw (LUB) and Municipal Development Plan (MDP) which are both nearly a decade old, and replace or update them with modern language, uses, and provisions that balance economic development with the municipalities' role as a regulator and trustee of the environment and public good. This may also include review/update of older existing, or adoption of new, Area Structure Plans (ASPs) and other tools under the MGA.

- 2.1. Effective Geographic Information Systems (GIS) - Smoky Lake County's GIS promotes and supports the County Strategic Plan with the use of technology to enable an efficient, effective business process and support decision makers at all levels with access to the most accurate information.

ACTIONS TAKEN & SUPPORTING INFORMATION: In Progress

- 2.2. Housing Diversity – The County will undertake a marketing analysis to determine the needs of the region. The Council will also consider options to promote the construction of diverse housing through the use of specific policy frameworks, investment, partnership, and possible subsidization to achieve this goal.

ACTIONS TAKEN & SUPPORTING INFORMATION:

February 2023, Needs & Demand Assessment for the Region of Smoky Lake: prepared by The Sustainable Housing Initiative at the Rural Development Network, through ACP Grant Funding with Vilna as the managing partner of the project.

August 9, 2023, ICC Meeting Motion ICC11-23: Established an ad-hoc working group committee for "Housing Opportunities and Initiatives".

January 16, 2024, Ad-Hoc Working Group Motion: Recommendation to review each respective municipality's Strategic Plan and Land Use Bylaw's permitted use, to regionally align the reduction of red tape to aim to be development ready and developer ready and attract housing investment to the region.



STRATEGIC PLAN 2023-2025

(Revision #1, approved on April 27, 2023, Council Motion #565-23)

PRIORITIES PROGRESS

As of January 2024

- 2.3. Agriculture – The Council will seek opportunities to enhance the agricultural culture of the region through new and innovative partnerships that prioritize landowner needs, sustainable local foods.

ACTIONS TAKEN & SUPPORTING INFORMATION: In Progress

- 2.4. Environment – The Council will pursue necessary advocacy, technical studies, and policy and bylaw amendments to appropriately steward our environmental landscape.

ACTIONS TAKEN & SUPPORTING INFORMATION: In Progress

3. **Emergency Services** – Council is committed to ensure that all County residents have access to full-service Police, Fire and EMS services.

- 3.1. Lobby efforts to the Provincial and/or Federal Governments – The Council will utilize their lobby efforts, along with other local and regional municipal partners, to jointly advocate to the various levels of government. This may include the retaining of registered professional lobbyist firm(s) as deemed necessary. This may require the adoption of an advocacy plan by the Council to assist in this role.

ACTIONS TAKEN & SUPPORTING INFORMATION:

November 7, 2023: Met with RCMP K-Division, Deputy Commissioner Curtis Zablocki to discuss:

- Enhancing Service Delivery: Ensuring service delivery models and strategies effectively meet the policing needs of our communities (KMOS Operations & after-hours response times)
- Crime Reduction: Understanding the drivers of crime and focusing on priority offenders to increase community safety.
- Enhancing Engagement and Communication with Communities and Stakeholders: Engaging with our communities to collectively develop policing priorities that are community-led and enhancing communication about matters related to local policing services.

November 9, 2023: Met with Mike Ellis, Deputy Premier & Minister of Public Safety and Emergency Services to discuss Regional Emergency Services and Volunteer Firefighters:

- Increased tax incentives for volunteers and employers
- Funding support for regional fire services
- Funding for paid firefighters
- Lack of EMS services
- Crime reduction
- Firefighter burnout due to attending ALL calls including medical, thus having extra training such as Primary Care Paramedics

January 11, 2024, County Council Meeting Motion #240-24: approved to submit an application to the Alberta Indigenous & Municipal Policing Transition Grant Program, for potential funding up to the amount of \$30,000.00, towards the proposed project titled: Smoky Lake County Crime Strategy Study.



STRATEGIC PLAN 2023-2025

(Revision #1, approved on April 27, 2023, Council Motion #565-23)

PRIORITIES PROGRESS

As of January 2024

January 26, 2024, RMA District 5 Meeting: brought forward a resolution for the Rural Municipalities of Alberta (RMA) to advocate to the Government of Alberta to collaborate with the Federal Government and Fire Underwriters Survey for the purpose of assisting municipalities to retain fire services by recruiting firefighters and addressing the declining Fire Department Services across Rural Alberta.

- 3.2. Explore the possibility of Partnership/Investment Opportunities – The County will explore opportunities for possible partnerships and/or investment to attain full-service emergency services.

ACTIONS TAKEN & SUPPORTING INFORMATION: In Progress

4. **Education** – Council is committed to ensuring that educational opportunities for County residents continue to grow.

- 4.1. Create and enhance Partnerships – The County will continue to forge partnerships with primary and post-secondary education providers (Portage College, Lakeland College, Aspen View Schools, Lakeland Catholic) to provide continuing programming required by residents of the County.

ACTIONS TAKEN & SUPPORTING INFORMATION:

Aspen View Public School Division and Lakeland Roman Catholic Separate School Division are invited to attend all Joint Municipalities Meetings as delegations.

January 29, 2024, Joint Municipalities Meeting: Portage College representatives: Nancy Broadbent, MBA, President & CEO, and Joanne Metchooayah, Associate Dean of Ec. Dev. & Sustainability, provided an update and.....

- 4.2. Lobby efforts to the Provincial and/or Federal Governments – The Council will utilize their lobby efforts, along with other local and regional municipal partners, to jointly advocate to the various levels of government. This may include the retaining of registered professional lobbyist firm(s) as deemed necessary. This may require the adoption of an advocacy plan by the Council to assist in this role.

ACTIONS TAKEN & SUPPORTING INFORMATION: In Progress

- 4.3. Explore the possibility of Partnership/Investment Opportunities – The County will explore opportunities for possible partnerships and/or investment to attain goals such as additional dual credit education programs.

ACTIONS TAKEN & SUPPORTING INFORMATION: In Progress

5. **Cultural Diversity** – Council is committed to ensuring that the County is recognized as being a Culturally Diverse Community.

- 5.1. Apply to Provincial Government to become a Designated Community – Council is committed to researching and successfully applying to the province to become a Rural Renewal Stream Designated Community.

ACTIONS TAKEN & SUPPORTING INFORMATION:



STRATEGIC PLAN 2023-2025

(Revision #1, approved on April 27, 2023, Council Motion #565-23)

PRIORITIES PROGRESS

As of January 2024

May 11, 2023, County Council Motion #596-23: That Smoky Lake County research the applicable grant funding for, and the feasibility of, becoming a regionally designated community under their Rural Renewal Stream, of the Alberta Advantage Immigration Program (AAIP), to be responsible for:

- identifying and working with community employers that have permanent (minimum of 12 months, full-time, non-seasonal) jobs that need to be filled;
- connecting with a settlement providing organizations to identify and plan for some of the settlement needs within the community;
- developing additional criteria (optional) to recruit foreign nationals, this could include narrowing down the occupations that the community is interested in recruiting;
- responding to foreign national inquiries while community is actively recruiting;
- collaborating with employers on selecting and endorsing the foreign national; and
- developing and implementing a plan for welcoming and settling foreign national(s) to the community;

and, bring the information forward to a Joint Municipalities Meeting to determine the desire of the Smoky Lake Regions' Municipalities, to pursue the said proposal regionally.

June 12, 2023, Joint Municipalities Meeting Motion #JMM-280-23: That the Joint Municipalities Committee recommend each respective municipality support regional participation in the Rural Renewal Stream for the Alberta Advantage Immigration Program.

June 19, 2023, Town of Smoky Lake Motion 337-2023: MOVED by Deputy Mayor Morton that Town of Smoky Lake advise Smoky Lake County that the Town is interested in pursuing the Rural Renewal Stream with the Region; in reference to the motion made at the Joint Municipalities meeting held on June 12, 2023.

July 13, 2023, RMA Meeting: "various committees spoke about their participation in the program, which included challenges with the approval process, an unforeseen drain on time and resources, and mass amounts of communication from interested parties."

August 10, 2023, Athabasca County: recommended they be removed from the list of approved communities in the Rural Renewal Stream, and also send a letter to the agency responsible for the program documenting their issues with the process.

No Further Action has been taken to this priority due to the program's problematic process and experiences by other Municipalities, as well as due to there being no County staff capacity to fulfill the responsibilities of a designated community which as:

- identifying and working with community employers that have permanent (minimum of 12 months, full-time, non-seasonal) jobs that need to be filled;
- connecting with a settlement providing organizations to identify and plan for some of the settlement needs within the community;
- developing additional criteria (optional) to recruit foreign nationals;
- this could include narrowing down the occupations that the community is interested in recruiting;
- responding to foreign national inquiries while community is actively recruiting;
- collaborating with employers on selecting and endorsing the foreign national; and
- developing and implementing a plan for welcoming and settling foreign national(s) to the community.



STRATEGIC PLAN 2023-2025

(Revision #1, approved on April 27, 2023, Council Motion #565-23)

PRIORITIES PROGRESS

As of January 2024

- 5.2. Create Policy Statements – The Council is committed to creating policy statements ratifying the County’s commitment to be viewed by peers as a Culturally Diverse Community and welcoming people from all cultural backgrounds.

ACTIONS TAKEN & SUPPORTING INFORMATION:

March 16, 2023, Council Motion 427-23: That Smoky Lake County Policy Statement No. 01-35-02: Flag Protocol & Half Mast, was amended to include Ukrainian Flag and Treaty 6 Flag.

December 14, 2023, County Council Motion #193-23: That Smoky Lake County Policy Statement No. 01-53-02: Treaty 6 and Indigenous Acknowledgement, was amended with updates and added definitions.

SMOKY LAKE COUNTY



Title: Waste Management Operator		Policy No.: 45-01
Section: 1 - M <i>Job Description</i>	Code: P-A	Page No: 1 of 3

Classification:	Hourly Salary
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Purpose:	<p>Under the supervision of the Environment and Parks Manager, the Waste Management Operator is responsible for operating the solid waste vehicle to collect and transport solid waste and operates the mechanism for loading, compressing, and dumping refuse; they drive to designated areas to collect and/or deliver refuse materials; safely operate the solid waste collection truck; safely operate the packing and dumping apparatus; assure that the solid waste collection truck is properly fueled, equipped, lubricated, and serviced; wash interior and exterior of the solid waste collection truck; report needed repairs immediately; and participate in related cross-training opportunities as assigned, such as skid steer operation for moving solid waste.</p> <p><i>The duties, responsibilities, and scope of this position may, from time to time, be amended, altered, or changed by the Smoky Lake County (the County) acting reasonably to meet the business, community, and/or regulatory needs of the organization.</i></p>
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Policy Statement and Guidelines:

RESPONSIBILITIES

1. General

- 1.1. Inspect the vehicle and equipment before they start driving (to ensure things are safe and in good working order)
- 1.2. Conduct daily pre-inspection and post-inspection checks on trucks
- 1.3. Perform daily cleaning, safety, and preventative maintenance checks on assigned equipment
- 1.4. Follow a regular pickup route or route card instructions
- 1.5. Load blue bins or bags into collection units or sort materials into truck compartments
- 1.6. Answer questions about recycling and deal respectfully with the public
- 1.7. Speak with dispatchers concerning delays, unsafe sites, accidents, equipment breakdowns, and other maintenance problems
- 1.8. Report operational and safety-related incidents to supervisor / foreperson
- 1.9. Return to recycling depots or warehouses to dump truck contents
- 1.10. Refuel trucks at depots
- 1.11. Keep work areas and trucks clean, and remove snow as required
- 1.12. Review policies and procedures often
- 1.13. Ensure that all health and safety procedures are followed, and all required safety PPE is used
- 1.14. Complete required paperwork.



Title: Waste Management Operator		Policy No.: 45-01
Section: 1 - M <i>Job Description</i>	Code: P-A	Page No: 2 of 3

2. Safety:

- 2.1. Ensure that Smoky Lake County’s Health and Safety Program along with the requirements and procedures as outlined in the Safety Policy Manual are adhered to, and the Alberta Occupational Health and Safety (OH&S) standards are met.
- 2.2. Perform Safety Hazard Assessments.
- 2.3. Attend training sessions and workshops, as required.

3. Working Environment, Physical Conditions and Capabilities:

- 3.1 This position works closely with the County waste management facility, exposed to and coming into contact with waste or recycling materials. Safety precautions and gear are provided and must be used at all times.
- 3.2 Some exposure to the environmental elements and weather may be expected.
- 3.3. Physical requirements include: standing, walking, bending, and lifting. Work is physical and requires a moderate degree of fitness.
- 3.4 Work may be conducted working alone, requiring the need to report in and/or use the work alone system (Kytech) according to County procedures.
- 3.5 Good depth perception and hand-eye coordination are requirements of this job.
- 3.6 This is a safety sensitive position.

QUALIFICATIONS

- Ability to perform all job functions required in a safe manner to avoid personal injury, injury of others, and equipment or property damage.
- Being accountable for own actions and to be organized on the job, ensuring that work is conducted at a steady and efficient pace.
- Good communication skills that allow for clear communication and information exchange.
- Ability to establish and maintain respectful and effective working relationships with others, and to manage conflicts that may arise in a respectful, inclusive, and calm manner, ensuring a positive attitude is employed in day-to-day work.
- Considerable knowledge of safety standard practices governing the operation of vehicles
- Considerable knowledge of relevant traffic laws
- Considerable knowledge of the principles, operation and servicing of trucks and related automotive equipment
- Ability to properly use, operate, and care for tools, equipment, and materials
- Ability to perform routine maintenance and minor repairs to equipment
- Ability to read and understand vehicle operator’s manual.



Title: Waste Management Operator		Policy No.: 45-01
Section: 1 - M <i>Job Description</i>	Code: P-A	Page No: 3 of 3

EMPLOYEE EVALUATION

- Evaluated by the Environment and Parks Manager on a yearly basis.
- Hourly Salary Range: as per Local 955 Collective Agreement with Smoky Lake County.

	Date	_____ Chief Administrative Officer
Adopted		
Amended		
Amended		



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

February 14, 2024

Métis Nation of Alberta (MNA)
Attn: Ron Henderson, Energy and Sustainability Manager
Delia Gray Building, 11738 Kingsway NW
Edmonton, AB T5G 0X5
Email: RHenderson@metis.org

Via Email

RE: Letter in Support of the Métis Nation of Alberta’s 2024 Emerald Award Nomination

To Whom it may Concern,

On behalf of Smoky Lake County, thank you for this opportunity to provide a letter in support of the Métis Nation of Alberta’s Nomination for the 2024 Emerald Award for Environmental Excellence, respecting their solar farm project, Salay Prayzaan, located on the bank of the North Saskatchewan River in Smoky Lake County.

Climate change is an issue close to many Métis peoples' hearts. While Métis people may be more susceptible to the impacts of climate change due to a close connection with the land, their core values of sustainability and environmental stewardship also align with the benefits of climate change adaption and mitigation action. This is therefore exactly why MNA citizens have directed the MNA to act on climate change. Projects like Salay Prayzaan (Michif for “gift from the sun”) allow the MNA and MNA citizens to benefit from the multiple social and economic advantages of climate action projects. Generating enough energy to power 1,200 homes, and offsetting approximately 4,700 tonnes of CO2 annually, Salay Prayzaan will make a significant impact in reducing greenhouse gas emissions for decades to come.

From the outset, the MNA has sought a collaborative approach to project design, development, construction and post-construction, recognizing that climate change affects all members of the community. Their collaborative approach has included the establishment of a community development fund that will be used to reinvest in other climate action projects within the community, spreading the benefits of this important initiative even further.

For decades now, Smoky Lake County has enjoyed several opportunities to collaborate and partner directly with the MNA. I have no doubt that this important relationship will continue to grow, thereby allowing us to support each other and succeed.



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

Smoky Lake County looks forward to collaborating with the MNA in its important climate leadership work, which is certainly worthy of recognition with the likes of an Emerald Award. Please contact me on my cell at 780-656-5244 or by email at jserben@smokylakecounty.ab.ca should you have any questions. Sincerely,

A handwritten signature in black ink, appearing to read "Jered Serben", is positioned above the printed name.

Jered Serben,
Reeve, Smoky Lake County



ACTION LIST:

December 2023 County Council Meeting

December 14, 2023			
MOTION NO.	RESOLUTION	DEPARTMENT	ACTION
187-23 Halisky	Hamlet of Bellis Sewage Connection Request That Smoky Lake County Council approve to waive the Sewage Connection Fee in the amount of \$2,500.00, as per Bylaw No. 1265-14: Water & Sewer, for the land legally described as SE-34-59-15 W4, at the municipal address 15218 TWP RD 595A, along the Hamlet of Bellis, and commence levying an additional service charge for "sewage operation and maintenance frontage" starting in Year-2024, on the said property, in reference to Bylaw No. 666, and Bylaw No. 1412-22.	Environment and Parks Manager	On December 15, 2023, the landowner of municipal property of 15218 TWP RD 595A was notified by email that the connection fee of \$2,500.00 for Bellis sewage hook up had been waived by Council and the Sewage operation and maintenance frontage fee will be added to the taxes starting in 2024.
188-23 Halisky	Vilna Solar Project – Potential Cost-Sharing Models & Community Development That Smoky Lake County Administration pro-actively approach the proponent of the "Vilna Solar Project" to explore options including but not limited to, cost-sharing models and/or cooperative concepts for community development, in respect to the proposed solar energy development located on the lands legally described as NW 24-59-14-W4M & NE 24-59-14-W4M.	Planning and Development	<p>Planning and Development have not reached out to the proponent of the Vilna Solar Project at this time, as I need to determine the appropriate contact person.</p> <p>The people we have dealt with at the open house and in our conversations about the project are not direct employees of the company. I will follow up with our contact to see if they are able to provide me with the contact information for someone with the actual company.</p> <p>Will provide updates in the Planning and Development Manager's Report.</p>
Public Hearing	Bylaw No. 1453-23: a Bylaw of Smoky Lake to amend the Land Use Bylaw No. 1272-14, for the purposes defining Supportive Living Facilities and creating provisions relating thereto, and to rezone Part of River Lot 15 (Victoria Settlement) from Victoria Commercial (C2) District to Direct Control (DC2) District'	Legislative Services	<p>Called to order at 9:21 a.m. by the Reeve, Jered Serben: 53 Members of the Public in Council Chambers, with the Planning and Development Manager, Planning Technician, GIS Operator, Fire Chief, Natural Gas Manager, Communications Officer, Municipal Clerk, Fire Services Clerk, Deputy Fire Chief, Loss Prevention Coordinator, Agricultural Fieldman, Assistant Agricultural Fieldman, Environment & Parks Manager, and 22 Members of the Public in attendance online, virtually AM and 27 Members of the Public in attendance virtually PM.</p> <p>Public Hearing for the proposed Bylaw No. 1453-23, closed, time 2:08 p.m.</p>

ACTION LIST:

December 2023 County Council Meeting



December 14, 2023			
MOTION NO.	RESOLUTION	DEPARTMENT	ACTION
189-23 Halisky	Year-2024 Capital Budget That Smoky Lake County Council approve the Five-Year Consolidated Capital Budget including the Bridge and Road Programs for a total cost in the amount of \$8,004,721 in Year-2024, \$10,907,927 in Year-2025, \$6,453,116 in Year-2026, \$5,678,001 in Year-2027 and \$3,523,117 in Year-2028.	Finance Manager	<ul style="list-style-type: none"> ▶ 2024 Budget Open House has been advertised in the following places: <ul style="list-style-type: none"> - December edition of the Smoky Lake County Grapevine; published the week of December 4, 2024 - Added to the Finance webpage on the County website - Added as a 'notice' on the main County webpage - Scheduled to appear on social media platforms on November 29, December 5 and 12 (AM and PM) ▶ Virtual Open House held on December 12, 2023 There were three public members, eight staff and five Council members. 2024 to 2028 Five -Year Capital Budget adopted and 2024 Interim Budget adopted prior to December 31, 2023 to be implemented.
190-23 Cere	Year-2024 Interim Budget That Smoky Lake County Council approve the Year-2024 Interim Municipal Budget, with revenues in the amount of \$22,494,464 and total Expenditures in the amount of \$24,538,764, not including amortization in the amount of \$2,044,300.	Finance Manager	
191-23 Halisky	Smoky Lake Detachment RCMP That the verbal report received by Smoky Lake County from Sgt. Anita Doktor, Smoky Lake RCMP Detachment, on December 14, 2023, be accepted for information.	Legislative Services	<p>Verbal update, including, but not limited to, the following information:</p> <p>Crime is a little bit down right now.</p> <p>The Community Engagement - Crime Prevention Town Hall, is scheduled for January 16, 2024, at the National Hall in Smoky Lake, doors open at 6:30 p.m.</p> <p>A new Corporal is scheduled to arrive February 12, 2024</p>

ACTION LIST:

December 2023 County Council Meeting



December 14, 2023									
MOTION NO.	RESOLUTION	DEPARTMENT	ACTION						
194-23 Fenerty	<p>Unbudgeted Capital Expense – Heritage Resource Designation Signage</p> <p>That Smoky Lake County Council approve the unbudgeted capital expense in the amount of \$5,031.86, for the purchase of Heritage Resource Designation signage, as the amount required to purchase these signs exceeds the \$15,000.00 allotted to this expense in the Year-2023 Smoky Lake County Capital Budget.</p>	Planning and Development	<p>This expense as been purchase and paid for already.</p> <p>Motion made for budgetary alignment and transparency purposes.</p>						
195-23 Cere	<p>Natural Gas Year- 2024 Budget</p> <p>That Smoky Lake County Council adopt the Year-2024 Natural Gas System Operating Budget; total revenue in the amount of \$3,025,220 and total expenditures in the amount of \$3,220,220 (including amortization).</p>	Finance Manager	<p>In conjunction of accounting practices and municipal documentation.</p> <p>Smoky Lake County adopted the Natural Gas Budget for Year 2024.</p>						
196-23 Cere	<p>That Smoky Lake County Council adopt the Year-2024 Natural Gas System Capital Budget; total revenue in the amount of \$267,000 and expenditures in the amount of \$317,000.</p>								
197-23 Halisky	<p>Family and Community Support Services (FCSS) Grant</p> <p>That Smoky Lake County approve to allocate funding from the 2023 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" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="background-color: #d3d3d3;">Community Group</th> <th style="background-color: #d3d3d3;">Eligibility</th> <th style="background-color: red; color: white;">Funding</th> </tr> </thead> <tbody> <tr> <td>Holubka Dancers</td> <td>Parent Volunteer Appreciation</td> <td>\$2,500.00</td> </tr> </tbody> </table>	Community Group	Eligibility	Funding	Holubka Dancers	Parent Volunteer Appreciation	\$2,500.00	Accounts Payable	<p>Paid by E.F.T. (Electronic Funds Transfer) # 231220EFT-LS, dated December 20, 2024 to the Smoky Lake Holubka Dancers in the amount of \$2,500.00.</p>
Community Group	Eligibility	Funding							
Holubka Dancers	Parent Volunteer Appreciation	\$2,500.00							
198-23 Halisky	<p>Donation/Sponsorship Requests</p> <p>That Smoky Lake County Council approve a sponsorship in the total amount of \$500.00 to the Smoky Lake Curling Association, for the purpose of advertising Smoky Lake County's logo on two curling rocks at a cost in the mount of \$250.00 per rock, in response to the letter request received, from the Smoky Lake Curling Association's President, dated November 14, 2023.</p>	Legislative Services	<p>Paid by E.F.T. (Electronic Funds Transfer) # 231220EFT-LS, dated December 14, 2024 to the Smoky Lake Curling Association in the amount of \$500.00.</p> <p>The Planning and Development Manager will compile a promotional package and pass it to a Council member that will be attending the Community Planning Association scheduled on April 29, 2024 in Red Deer.</p>						
199-23 Halisky	<p>That Smoky Lake County Council approve to donate a package of promotional items to the Community Planning Association of Alberta (CPAA) Year-2024 CPAA Conference scheduled for April 29-May1, 2024 in Red Deer, Alberta, for the purpose of supporting the CPAA silent auction being held during the conference to raise funds towards the CPAA student scholarships.</p>								

ACTION LIST:

December 2023 County Council Meeting



December 14, 2023			
MOTION NO.	RESOLUTION	DEPARTMENT	ACTION
200-23 Serben	<p>Property Tax Agreement Request</p> <p>That Smoky Lake County Council approve to execute a Tax Agreement for Property Tax Roll Number 22010105, legally described as Plan 1955CLM Block 1, Lot 5 & 6, with a payment schedule in the amount of \$320.00 per month, effective December 1, 2023, for thirty-six (36) consecutive months, in accordance with Policy Statement No. 12-01-01: Tax Agreement.</p>	Tax Clerk	<p>Tax Agreement signed on November 30, 2023 by the Ratepayer. Ratepayer is making payments since December 1, 2023.</p> <p>Reeve and CAO signed document on December 22, 2023.</p>
201-23 Cere	<p>Property Tax Penalty Request for Write-Offs</p> <p>That Smoky Lake County Council approve to write-off tax penalties in the amount of \$354.57, incurred on Tax Roll Number 17593210.</p>	Tax Clerk	<p>Tax Penalties were reversed on December 19, 2023.</p>
202-23 Gawalko	<p>That Smoky Lake County Council approve to write-off tax penalties incurred:</p> <ul style="list-style-type: none"> • in the amount of \$133,442.48, on Tax Roll Number 54000096, and • in the amount of \$2,176.08 Tax Roll Number 19593242, and • in the amount of \$358.68 Tax Roll Number 18611811. 		<p>Tax Penalties to Roll Numbe 54000096, 19593242 and 18611811 were written-off on December 19, 2023.</p>
203-23 Halisky	<p>Alberta Motor Vehicles & Registries – Direct Access to ROADS Application</p> <p>That Smoky Lake County Council acknowledge receipt of the email and letter received from Roger Grove, Executive Director, Motor Vehicles & Registries, dated November 30, 2023, in respect to the approved application submitted by Smoky Lake County to obtain Alberta’s Motor Vehicles Registry – Direct Access to ROADS Agreement, in relation to the Peace Officer Program and the Traffic Safety Act.</p>	<p>Interim Chief Administrative Officer</p> <p>Peace Officer</p>	<p>For doucmentation purposes:</p> <p>To record that on November 30, 2023: the Alberta Motor Vehicles & Registries – Direct Access to ROADS Application has been received by Roger Grove, Executive Director, Motor Vehicles & Registries and addressing the next phase was to execute the “Agreement for Access to Information as Required by the Access to Motor Vehicle Information Regulation.</p>

ACTION LIST:

December 2023 County Council Meeting



December 14, 2023			
MOTION NO.	RESOLUTION	DEPARTMENT	ACTION
204-23 Fenerty	Agreement For Access to Motor Vehicle Information Regulation That Smoky Lake County execute the “Agreement for Access to Information As Required by the Access to Motor Vehicle Information Regulation” in relation to the Peace Officer Program between Smoky Lake County and His Majesty in right of Alberta as Represented by the registrar of Motor Vehicle Services appointed by the Minister of Service Alberta and Red Tape Reduction – File #: AMVIR File 000-12764, for a term of three (3) years commencing December 14, 2023 and may be extended for additional one (1) year term to a maximum of five (5) additional years for the Peace Officer to be issued a confidential Personal Unique Access Number (PUAN) to provide to the registry agent to facilitate information requests.	Interim Chief Administrative Officer Peace Officer	Email received from Kim Deschamps, ROADS Access Administrator, Service Alberta & Red Tape Reduction Government of Alberta, PH: (780) 644-8947 on January 16, 2024 at 11:04 AM. Indicating that Smoky Lake County – AMVIR File # 12764/E856 Application Process has been completed and an agreement is in place. Completing the ROADS Organization Administrator Designation for the AMVIR file to be issued a confidential Personal Unique Access Number (PUAN).
205-23 Cere	Smoky Lake Regional Heritage Board – Action Tracking Table That Smoky Lake County acknowledge receipt of the “Smoky Lake Regional Heritage Board – Action Tracking Table List” dated July 2023 providing brief description of tasks completed and tasks to be completed in respect to the objectives and activities within the Heritage Management Plan and Bylaw No. 1371-20.	Interim Chief Administrative Officer	Documentation purposes -transparency to the provisions of Bylaw 1371-20: Smoky Lake Regional Heritage Board - Section 4: Purpose and Mandate of the Board – 4.2. 4.2 To advise the Member Municipality Councils on any policy and regulatory matters relating to the heritage and heritage resources of the Region, including the 20-Year Heritage Management Plan.
206-23 Halisky	2024 Membership to Smoky Lake Chambers of Commerce That Smoky Lake County Council approve action taken by Administration to renew the membership to the Smoky Lake Chambers of Commerce for Year-2024, in the amount of \$150.00 as per Invoice #175, dated November 17, 2023.	Legislative Services	Paid by Electronic Funds Transfer 1181 on December 20, 2023 to Smoky Lake Chambers of Commerce in respect to the 2024 Membership.
207-23 Gawalko	Formula Alberta Ltd. – Change Order 004 to Complete BF 13398 That Smoky Lake County Council approve the unbudgeted expense to compensate Formula Alberta Ltd. of Stony Plain, Alberta, in the amount of \$68,499.59, for the additional work as per the Change Order # 004, dated September 1, 2023, to complete the work necessary to resolve unforeseen circumstances relating to Bridge Replacement Project #2021-3156, for bridge number BF 13398 located across Cache Creek on Range Road 130, at NW-07-60-12-W4, in reference to tender #TND20213156-1 awarded on May 26, 2022, by Council Motion 758-22.	Legislative Services	Paid by cheque Number 53856 on December 7, 2023 in conjunction with the overall payment to Associated Engineering for 2023.

ACTION LIST:

December 2023 County Council Meeting



December 14, 2023			
MOTION NO.	RESOLUTION	DEPARTMENT	ACTION
208-23 Halisky	<p>Smoky Lake County's 2022 Municipal Indicator Results</p> <p>That Smoky Lake County Council acknowledge Smoky Lake County's 2022 Municipal Indicator results – Indicator #11: Investment in Infrastructure did not meet the threshold ratio of capital spending to amortization (depreciation) over a five-year period and accept the Interim Chief Administrative Officer's response to Municipal Affairs as follows: "Smoky Lake County has received MSI funding reductions annually since 2015 and is dealing with outstanding unpaid oil and gas taxes (over \$2,000,000.00) and unpaid tax holiday on new wells. These continued issues have substantially affected the County's ability to maintain capital replacement has required without borrowing at high interest rates. Smoky Lake County will continue to look for solutions. Smoky Lake County has received MSI funding reductions annually since 2015 and is dealing with outstanding unpaid oil and gas taxes (over \$2,000,000.00) and unpaid tax holiday on new wells. These continued issues have substantially affected the County's ability to maintain capital replacement has required without borrowing at high interest rates. Smoky Lake County will continue to look for solutions."</p>	<p>Interim Chief Administrative Officer</p> <p>Finance Manager</p>	<p>Interim Chief Administrative Officer sent response in respect to the 2022 Municipal Indicator results on December 20, 2023 to the Finance Manager, time 2:08 PM</p> <p>The Finance Manager, upon receipt sent the file to Municipal Information Services on December 20, 2023, time 2:20 PM.</p>
209-23 Fenerty	<p>Lakeland Roman Catholic Separate School Division (LRCSSD) Funding Denied</p> <p>That Smoky Lake County Council approve action taken by the Reeve on November 30, 2023, in providing a letter to Joe Arruda, Superintendent, Lakeland Roman Catholic Separate School Division (LRCSSD), indicating the County is not in a position to commit any funds towards the new Holy Family Catholic School Project or Daycare, in response to the LRCSSD verbal request of same made at a Joint Council Meeting held on November 21, 2023, with the Village of Waskatenau.</p>	<p>Legislative Services</p>	<p>For legislative purposes – action taken by Council.</p> <p>Motion highlights that action was taken with a letter sent to Lakeland Roman Catholic Separate School on November 30, 2023 in regards to Smoky Lake County position NOT to commit funding to Daycare in the Waskatenau School.</p>
210-23 Cere	<p>Exhibition "The War Is Not Over Yet" at the National Hall Smoky Lake</p> <p>That Smoky Lake County acknowledge receipt of the invitation received from Pat Palechuk, President of the Ukrainian National Hall, inviting everyone to attend the Exhibition "The War Is Not Over Yet" scheduled for Saturday, December 16, 2023, from 1:00 to 8:00 p.m., at the National Hall, in Smoky Lake; and provide support of in-kind assistance of photocopying the event poster and post the event to the County's website calendar.</p>	<p>Interim Chief Administrative Officer</p> <p>Communication</p>	<p>To support in respect to County receiving email sent from Pat Palechuk (palechuk@telus.net) on December 5, 2023 at 11:47 a.m. in accordance with the Inna Ivchenko, President of the Ukrainian Youth Federation, Edmonton: "The War is Not Over Yet"</p> <p>Poster was added to the County website on December 7, 2023.</p>

ACTION LIST:

December 2023 County Council Meeting



December 14, 2023			
MOTION NO.	RESOLUTION	DEPARTMENT	ACTION
213-23 Halisky	<p>Minister of Transportation – Additional STIP Funding Denied or BF13398 and BF76552</p> <p>That Smoky Lake County acknowledge receipt of the letter from the Minister of Transportation, dated October 19, 2023, declining the County's September 21, 2023, request for additional Strategic Transportation Infrastructure Program (STIP) funding towards local bridge numbers BF13398 and BF76552.</p>	Legislative Services	<p>No action required.</p> <p>Acknowledgement of Letter – for the Minister of Transportation declining County's request for additional STIP funding for local bridge number BF 13398 and BF76552.</p>
214-23 Halisky	<p>RMA District 5 Meeting, at Fort Kent Community Hall, Bonnyville</p> <p>That Smoky Lake County Council who can attend – attend the Rural municipalities of Alberta (RMA) District 5 Meeting, scheduled for Friday, January 26, 2024, at Fort Kent Community Hall, near Bonnyville.</p>	Legislative Services	All members of Council attended the RMA District 5 meeting held in Bonnyville.
215-23 Halisky	<p>N.E. Muni-Corr Ltd. – Kortech Ltd. Dust Suppression Test Strip at Edwand</p> <p>That Smoky Lake County acknowledge receipt of the letter from N.E. Muni-Corr Ltd., dated November 16, 2023, responding to the County's September 7, 2023, Motion #862-23, clarifying all trucking/hauling is being supplied by Kortech Ltd., and there is no cost to the County in respect to dust suppression test strip on the Iron Horse Trail at the Hamlet of Edwand.</p>	Environment and Parks Manager	On December 15, 2023, the Environmental and Parks Manager was in contact with the representative of Kortech and the dust suppression project will be schedule in the spring of 2024.
216-23 Halisky	<p>Lac L Biche County – Lac La Biche Law Enforcement Training Centre</p> <p>That Smoky Lake County acknowledge receipt of the letter from Lac La Biche County, dated November 16, 2023, promoting the Lac La Biche Law Enforcement Training Centre to the Northeast Alberta Alliance for Growth & Opportunity (NAAGO), for awareness.</p>	Legislative Services	<p>No action required.</p> <p>Documentation for awareness and retained for future reference.</p>

ACTION LIST:

December 2023 County Council Meeting



December 14, 2023			
MOTION NO.	RESOLUTION	DEPARTMENT	ACTION
217-23 Halisky	<p>ATCO – Request for Information Sharing of the County’s Road Improvement Projects</p> <p>That Smoky Lake County’s administration liaise with ATCO in providing the County’s Year-2024 or future Road Improvement Projects, as information sharing, in response to the letter received from ATCO, dated November 22, 2023, requesting same.</p>	Interim Chief Administrative Officer	<p>Email sent to Public Works Department: Christopher Minailo, Bob Novosiwsky, and Kirstin Shupenia on December 14, 2023 at 2:20 PM as a reminder:</p> <p>Please incorporate into your planning criteria to include “Communication with ATCO” on any Road Improvement Projects undertaken in 2024 and future.</p> <p>Letter for future reference was emailed by Legislative Services on February 13, 2024 at 2:26 PM</p>
218-23 Gawalko	<p>The Royal Canadian Legion Smoky Lake Branch #227 – Building Repairs Reimbursement</p> <p>That Smoky Lake County Council approve to provide funding in the amount of \$1,005.50 to the Royal Canadian Legion Smoky Lake Branch #227, in response to their letter request, dated November 19, 2023, in respect to reimbursement for building materials to repair a hole in the basement of the Legion adjacent to the County’s Main Office.</p>	Legislative Services	<p>On February 8, 2024 – cheque number 54067 was issued to The Royal Canadian Legion of Smoky Lake No. 227 in the amount of \$1,005.50.</p>
219-23 Halisky	<p>The Royal Canadian Legion Smoky Lake Branch #227 – Roof Rakes</p> <p>That Smoky Lake County advise the Royal Canadian Legion Smoky Lake Branch #227, to install roof rakes on the metal clad roof of the Legion building attached to the County’ Main Office, to reduce the risk of damages caused from potential ice jams and snow slides.</p>	Legislative Services	<p>Email was sent on February 13, 2024 to Bernadette Dalpe, Member of the Royal Canadian Legion Smoky Lake Branch #227 in regards to Council advisement on “Roof Rakes”, time 2:22PM</p>
220-23 Halisky	<p>Minister of Public Safety & Emergency Services - Wildfires Disaster Recovery Program</p> <p>That Smoky Lake County acknowledge receipt of the letter from the Minister of Public Safety & Emergency Services, dated November 20, 2023, providing notice of approval under the 2023 Wildfires Disaster Recovery Program; and, in response, Administration submit any claims for extraordinary response costs and remediation costs incurred by the County, due to actions taken to protect the community from the wildfire, to potentially receive 90% of the said costs under the said funding.</p>	Executive Services	<p>Letter was acknowledged to be retained on file under Grants: Wildfires Disaster Recovery Program.</p> <p>The Fire Chief will be finalizing and forwarding all information by the end of February 2024</p>

ACTION LIST:

December 2023 County Council Meeting



December 14, 2023			
MOTION NO.	RESOLUTION	DEPARTMENT	ACTION
221-23 Halisky	<p>Agenda Items to Defer from the December 14, 2023, Council Meeting That Smoky Lake County Council, defer the following items on the December 14, 2023, Regular Council Meeting, as follows, to the next or Council Meeting scheduled for January 11, 2024:</p> <ul style="list-style-type: none"> • Email – Alberta Indigenous and Municipal Police Transition Grant Program Information; • Roadway License Agreement RLA-002-23, RGE RD 171, between TWP RD 595A & TWP RD 621; • Northern and Regional Economic Development (NRED) Program; • Legal Issue: Associated Engineering Alberta Ltd.'s proposed renewal of standing offer agreement for engineering services, under the authority of the FOIP Act Section 16: Third Party Business Interests; • Land Issue: Property Tax Exemption Request through Community Organization Property Tax Exemption Regulation (COPTER), under the authority of the FOIP Act, Section 16: Third Party Business Interests; and • Financial Reports: Budget to Actual 	Legislative Services	In accordance of Motion 221-23 and the six listed items recorded will be placed on the Agenda for the Council Meeting scheduled for January 11, 2024.



Councillor's Report

**For January 01 to February 15, 2024
From Councillor Lorne Halisky, Division 4.**

January 17, 2024 – Northeast Alberta HUB Meeting (in-person)

- Opening remarks from MLA Scott Cyr with MLA's Shane Getson and Tany Yao in attendance.
- Discussion on Canadian Exporters & Manufacturers meeting with GOA discussing lack of banking support in rural Alberta and that there will be 10 business support sessions held by the GOA with one in Bonnyville and Two Hills.
- Executive Director Report – Bob Bezpalko discussed Economic Corridors including highways/rail in the Northeast Region, County of Vermillion River is the lead on an ACP Grant for a GIS project for the HUB Region, drone use trials for all industries in the HUB Region and housing initiative through CIB - Canadian Infrastructure Bank Funding with a survey being sent out to all HUB Members.
- MLA Shane Getson – Parliamentary Secretary for Economic Corridors discussed agriculture/energy/manufacturing etc. has to increase due to world demands and that there needs to be development of Economic Corridors throughout Alberta to enable product etc. movement.
- Financial report was giving with all in good standing.
- Next Meeting is scheduled for March 26, 2024.

January 18, 2024 – Alberta's Lakeland DMO Meeting (virtually)

- Website – Q4/23 slowed down which wasn't unexpected due to shoulder season to which the region is looking into more winter activities, Q1/24 has over 400% increase in traffic compared to December 2023 and the event calendar use is the primary focus presently.
- 2024 Marketing Plan and Budget is to attend (have a booth) at the Edmonton Boat & Sportsman Show/ other shows, continue web design work, region contests, radio advertising and Veteran Memorial Highway Magazine ad etc.
- Chris Downs from Travel Alberta gave a presentation on Destination Management Organization is growing the marketing including air service and places.
- Treasurers report was giving with all in good standing.
- Next Meeting date is TBD.

January 22, 2024 – Ukrainian Twinning Meeting (virtually)

- Appointment of Chair (Lorne Halisky) and Vice Chair (Marianne Prockiw-Zarusky).
- Village of Vilna withdrawal from committee was discussed and a decision was made so the Managing Partner and Committee Chair reach out to the Village.
- A Thank You letter was sent to Community Futures for their donation of \$722.50-CAD and will be wired to Kosiv by January 31, 2024.
- Education project is still in the works with creating virtual Pen Pals through Kosiv student videos sharing culture, heritage etc.
- Financial report was giving with all in good standing.
- Thank you to Michelle Wright for her service on this committee as her contract has expired and the Managing Partner will be taking over.
- Next Meeting date will be called by the Chair.



Councillor's Report

**For January 01 to February 15, 2024
From Councillor Lorne Halisky, Division 4.**

January 30, 2024 – Alberta Drought Preparedness Telephone Town Hall

- Discussion on food security/affordability and we must be water wise by minimizing use of water for nonessential uses such as lawns, swimming pools etc.
- Southern Alberta is in a severe drought condition with reservoirs and rivers in extremely low volumes/flows.
- Fire Prevention/Protection is also in force fire smarting regions etc.
- Public awareness campaigns will be out shortly to minimize water use etc.

February 5, 2024 – MCC Meeting (virtually)

- Discussion was held on moving the MCC monies into a MUSH Account with a floating interest rate, is redeemable etc. and discussed setting up a meeting with all partners on CEO matters etc.
- Minutes of October 2023 and 2023 Financials were approved.

February 6, 2024 – Provincial Police Advisory Board – East Information Session Webinar

- RCMP follow Alberta legislation etc.
- Municipalities fund local policing committees.
- An online questionnaire can be accessed using PSES.Engagement@gov.ab.ca closing date March 15, 2024.

*Please contact myself if you would like to discuss any of these items in further detail.

Thank you,

Lorne



Reeve's Report

**Jered Serben: Reeve and Councillor for Division 5
January 12, 2024 to February 15, 2024**

January 16, 2024 - Ad-Hoc Working Group Committee for Housing Opportunities and Initiatives, held in Council Chambers (Jered, Lorne & Dominique)

- Discussed the offerings and restrictions of each municipality's development and housing and also referenced the Needs & Demand Assessment – Smoky Lake Region, prepared by: The Sustainable Housing Initiative at the Rural Development Network, Dated February 2023, to aim to be development & developer to attract housing investment to the region.

January 16, 2024 – Smoky Lake RCMP – Crime Prevention Town Hall Meeting, held in Smoky Lake (All Council, except Dan)

- Smoky Lake RCMP, along with Smoky Lake County Rural Crime Watch and Citizens on Patrol (C.O.P), provided presentations including: CPTED – Crime Prevention Through Environmental Design, C.O.P Program, and further information on how to protect yourself and your property in both rural or urban areas.

January 19, 2024 – Smoky Lake Foundation Board of Directors Meeting, held Bar-V-Nook, (Jered & Dominique)

- Received updates from the CAO, Financial Reports.
- Was briefed on the Alberta Seniors, Community and Social Services' Compliance Audit that was completed in October 2023 and the items that need to be addressed.
- Approved to enter a 3-Year Operating Agreement with Homeland Housing effective February 12, 2024.

January 19, 2024 – Council Committee of the Whole meeting, held virtually (All Council)

- Held discussion in Executive Session under the authority of the FOIP Act Section 16: Third Party Business Interests and Section 27: Privileged Information, to discuss a Legal Issue in respect Métis Nation of Alberta's proposed Supportive Living Facility Development: Healing Waters Treatment Center, with Delegations: Alberta (MNA) Representatives: Aaron Barner, Senior Executive Officer, Reagan Bartel, Director of Health, Ron Harrison, Executive Director of MNA Holdings Inc., and Juanita Marios, Executive Director of Métis Crossing.

January 25, 2024 – Regular Council Meeting, held in Chambers (All Council)

- Approved the Annual Membership to Go East of Edmonton for \$400.
- Approved a Roadway License for Smoky Lake Trail Twisters Snowmobile Club to use the undeveloped road allowance along Rge Rd 171, between Twp R 595A & 621, as part of their trail.
- Agreed to sell County-Owned land: PT. SE-09-58-15-4W, containing +/- 20.04 acres, for \$50,000.00 + GST.
- Amended Policy Statement No. 62-12-04: Clubroot.
- Approved a sponsorship of \$1,000 to Alberta Invasive Species Council.
- Approved a sponsorship of \$500 to the "Original Grazing School for Woman" event.
- Approved to provide \$250 towards the Smoky Lake Stars U7 Minor Hockey tournament.
- Approved \$1,706 of FCSS funds to Village of Waskatenau Library Board.
- Approved \$1,875 of FCSS funds to Vilna & District Agricultural Society.
- Approved for Council to NOT receive any Cost-of-Living increment in 2024.
- Approved to renew the \$808.73 Federation of Canadian Municipalities (FCM) membership.
- Recommended implementing a letter writing campaign involving members of the public, community stakeholders, businesses, Smoky Lake Region Municipalities, Settlements, Reserves, and anyone, to urge the Provincial Government and Regional Health Authority in taking action to



Reeve's Report

**Jered Serben: Reeve and Councillor for Division 5
January 12, 2024 to February 15, 2024**

remove the red tape hindering the attraction and retention of physicians affecting the George McDougall Health Care Centre's Emergency Room Services and Medical Clinics in the Smoky Lake Region.

- Acknowledged Alberta Community Partnership (ACP) 2023-24 grant funding approvals for:
 - \$99,900.00, in support of the Smoky Lake Region Municipal Land Use Suitability Tool (MLUST) project;
 - \$200,000.00, in support of the Smoky Lake Regional Water and Wastewater Infrastructure project; and
 - \$200,000.00, in support of the Smoky Lake Regional Recreation Services Strategy project.
- Agree to renew the Standing Offer Agreement (SOA) with Associated Engineering Alberta Ltd., for 3 more years.
- Denied support for Metis Crossing Limited's application under Alberta's Community Organization Property Tax Exemption Regulation (COPTER) for property tax roll 17581251.
- Approved to engage HumanEdge Executive Search for \$15,000 to help recruit a County CAO.

January 26, 2024 – RMA District 5 Meeting, held in Fort Kent (All Council)

- Brought forward a draft Resolution for RMA to consider advocating to the Government of Alberta to collaborate with the Federal Government and Fire Underwriters Survey for the purpose of assisting municipalities to retain fire services by recruiting firefighters and addressing the declining Fire Department Services across Rural Alberta.

January 29, 2024 – Smoky Lake Region Intermunicipal Collaboration Committee, held in Chambers (All Council)

- Approved the Smoky Lake Region Fire & Rescue Levels of Service.
- Approved the funding requisition model for the Regional Fire Services' three-year budget.

January 29, 2024 – Joint Municipalities Meeting, held in Waskatenau (All Council)

- Received updates and presentations from Smoky Lake RCMP, MLA Glenn van Dijken, Portage College, and Aspen View Public School Division.

January 31, 2024 - Council Committee of the Whole (All Council, except Dan)

- Held discussion in Executive Session, under the authority of the FOIP Act Section 21: Intergovernmental Relations and Section 24: Advice from Officials, to discuss a Land Issue in respect to White Earth Creek Water Flow.
- Recommended clarification be sought for what actions Smoky Lake County can or cannot undertake in respect to White Earth Creek's water flow flooding surrounding lands.
- Recommended further research to consider options for implementing Property Tax Incentives / Exemptions.
- recommend Administration bring forward a draft bylaw to revise and repeal the Bylaw No. 1149-07: Off Highway Vehicles (OHV), to allow for the incorporation of OHV restriction regulations for the purpose of enforcing fire prevention.
- Reviewed the County's Strategic Plan 2023-2025 Priorities Progress.

February 7, 2024 - Northeast Alberta Alliance for Growth & Opportunity (NAAGO) Meeting, held in Myrnam (Jered)

- Approved the 2024 Budget and the recommend municipal funding contribution amounts.



Reeve's Report

**Jered Serben: Reeve and Councillor for Division 5
January 12, 2024 to February 15, 2024**

- Received advocacy updates about Alberta Health Services and Highway 28.
- Acknowledged the 26 letters to be sent to various Ministers expressing interest in consultation, engagement, and partnership opportunities between municipalities in our region and the Government of Alberta.

February 7, 2024 - Physicians and Health Care Professionals Committee Meeting, held in Town Chambers and Virtually (Jered & Linda)

- Discussed potential additional uses and specialty opportunities for both Vilna and Smoky Lake Health Centre.
- Agreed to promote the PatientsFirst Letter Writing Campaign to residents and stakeholders with the intent of removing red tape hindering the attraction and retention of physicians affecting the George McDougall Health Care Centre's Emergency Room Services and Medical Clinics in the Smoky Lake Region.
- Agreed to apply for the 2024 Rural Health Professions Action Plan's (RhPAP) Rhapsody Award for the Rural Health-Care Heroes and nominate Dr. Anton Raubenheimer, Dr. Stephan Raubenheimer and Dr. Hendrick Lourens as well as their dedicated staff at the Raubenheimer Medical Clinic.
- Approved to recommend the 2024 Budget of \$24,000 funded by the County, Town & Villages.

February 8, 2024 – Regular Council Meeting, held in Chambers (all Council)

- Agreed to allow billboards on County-Owned land north of Smoky Lake along Hwy, subject to approval through the Development Permit process.
- Gave First Reading to Bylaw No. 1454-24: Off Highway Vehicles (OHV), to regulating the operation of off-highway vehicles and provide enforceable OHV restrictions for fire prevention; and ask for Public Participation.
- Gave three Reading to Bylaw No. 1455-24: Corridor Regulation, for use of the corridor owned by North East Muni-Corr Ltd. (Iron Horse Trail).
- Denied a claim from a member of the public, claiming personal vehicle damages on January 23, 2024, in the amount of \$419.

February 12, 2024 – Agricultural Service Board Meeting, held in Chambers (Jered & Dan)

- Recommended that Smoky Lake County provides \$55,000 towards the Lakeland Agricultural Research Association (LARA) Year-2024 Operating Budget, to allow County producers access to their 2024 environmental and extension programming.
- Requested all relevant detailed historical information from LARA in respect to the number of LARA events held in Smoky Lake County and the number of Smoky Lake County producers who were in attendance.
- Recommended the County Ag Fieldman bring forward options for providing environmental and extension programming specific to Smoky Lake County Producers in Year-2025.

February 14, 2024 – Joint Health & Safety Committee, held virtually (Jered & Dominique)

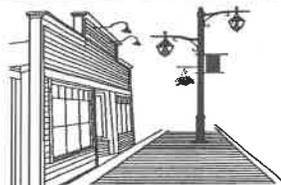
- Reviewed the Safety Audit Report - COR Maintenance dated December 15, 2023.
- Approved new Policy Statement No. 01-07-01: Health & Safety Communication.
- Received Committee Member updates and reports.
- No incidents since December 8, 2023.



Reeve's Report

**Jered Serben: Reeve and Councillor for Division 5
January 12, 2024 to February 15, 2024**

For more information about County meetings, minutes, agendas, bylaws, policies, or departments, please visit: www.smokylakecounty.ab.ca



HISTORIC VILNA

A true Alberta boomtown...

#10.1

Village of Vilna

February 7, 2024

Lydia Cielin, Interim CAO
Smoky Lake County
PO Box 310
Smoky Lake, AB T0A 3C0



Dear Lydia,

The Village of Vilna is experiencing an unanticipated breach of the sewage lagoon resulting from a failed gate valve allowing outflow of the water into the designated channel. However the channel is blocked by a beaver dam and redirecting the water flow toward the road. We are awaiting permission to remove the beaver dam to allow the water to flow to the creek.

The release process can't be stopped because we need to repair the valve, and we can't repair the valve until the lagoon is emptied.

Please consider this letter formal notification of the Village of Vilna's release of the sewage lagoon effective immediately (**February 7th, 2024**). We anticipate the drainage will take approximately 2 weeks and be completed by **February 21, 2024**.

We have advised the land owners of the situation.

If you require any other information, please contact me by phone or by email using the contact information below.

With warm regards,

Loni Leslie
Administration

c.c. Alberta Environment & Park

January 31, 2024

Ms. Lydia Cielin
Interim Chief Administrative Officer
Smoky Lake County
PO Box 310
Smoky Lake AB T0A 3C0

Dear Ms. Cielin:

This letter is an annual notification of the Government of Alberta's legislation for collecting a municipality's policing cost share under the Police Funding Model (PFM) Regulation. Through a system of shared responsibility between the government and municipalities, a portion of the costs of frontline policing is allotted back to each municipality based on a number of factors: population, equalized assessment, crime severity, shadow population, and detachment location.

As per the Police Funding Model (PFM) Regulation, each municipality will contribute a portion of frontline policing costs based on a 30 per cent cost recovery for the fiscal year 2023-24. Total revenue generated is estimated to be \$67,495,200 and will be reinvested in Alberta policing initiatives. For fiscal year 2024-25 and beyond, further increases to the cost recovery percentage or revenue base estimate are not planned at this time. Any changes to the PFM will not be made until consultation with municipalities has occurred, and adequate notice has been provided.

Please remit payment within 45-days of the invoice made payable to the Government of Alberta and forward to the address provided on the invoice.

Any questions related to the financial details of this invoice may be directed to the attention of Gordon Crawford at gordon.crawford@gov.ab.ca. Other background and contextual inquiries regarding the policy of PFM may be directed to Lisa Gagnier at lisa.gagnier@gov.ab.ca.

Sincerely,



Peter Lemieux, MAdem, CD1
Acting Assistant Deputy Minister

Cost Breakdown

The provincial payment generating \$67,495,200 in revenue after modifiers is calculated on an annual basis using 50 per cent population, 50 per cent equalized assessment, and modifiers/subsidies for crime severity, shadow populations, and detachment location.

Provincial Data

Revenue Generated 2023-24 after modifiers	Total Municipal Population (2022)	Total Equalized Assessment (2024)	Total Revenue Base Estimate
\$67,495,200	789,507	325,648,566,623	\$69,800,000

Municipal Data

Smoky Lake County	Data/Cost Breakdown
2022 Population	2,660
2024 Equalized Assessment	\$742,446,065
Equalized Assessment per capita	\$279,115
Population % of total for PFM	0.33692%
Equalized Assessment % of total for PFM	0.22799%
Amount based on 50% Population (A)	\$117,585
Amount based on 50% Equalized Assessment (B)	\$79,569
Total share policing cost C = (A + B)	\$197,154
<i>Less modifiers:</i>	
Subsidy from Crime Severity Index (CSI) Value (variable %) (Note 1)	\$8,891
Subsidy from Shadow Population (variable %) (Note 2)	\$ 0
5% for No Detachment Subsidy (Note 3)	\$ 0
Total share with modifiers	\$188,262

Notes

Population estimate provided by Alberta Treasury Board and Finance

Equalized Assessment – an annual calculation that measures the relative wealth of a municipality creating a common assessment base. It determines the ability of a community to pay a portion of policing costs in this context.

Municipality Population / PFM Population

Municipality Equalized Assessment / PFM Equalized Assessment

Population % of provincial x 50% population x Total Base Estimate

Equalized Assessment % x 50% x Total Base Estimate

Note 1: CSI Subsidy received if above rural municipal average. Accounts for volume and seriousness of crime based on incarceration rates. A three-year average is used to calculate your average CSI.

Note 2: Shadow Population – temporary residents of a municipality employed by an industrial or commercial establishment for a minimum of 30 days within a municipal census year. Shadow populations use the municipality’s services but do not contribute to its tax base. Subsidy is up to 5% of total share.

Note 3: No detachment subsidy provided if town/municipality does not have access to a detachment.

From: Membership Renewal <renewal@abmunis.ca>
Sent: January 25, 2024 10:54 AM
To: county <county@smokylakecounty.ab.ca>
Subject: Invoice AS202401-052 - 2024 Alberta Municipalities Membership
Importance: High

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

Please find the 2024 Alberta Municipalities Membership invoice for Smoky Lake County (Membership No.5850A) attached.

Questions about Alberta Municipalities membership fees and the benefits of membership? Please email our membership team at membership@abmunis.ca

Payment is due within 30 days of receipt and can be made via:

- EFT
- e-transfer sent to payments@abmunis.ca
- Visa or Mastercard (for amounts under \$2,500) through our [website](#)
- Cheque issued to **Association of Alberta Municipalities**

Please reference the invoice number in the comment field.

*****This email has been sent to the Finance/Accounts Payable contact we currently have on record. To correct or update this contact information, please reply to this email.***



300, 8616 - 51 Ave, Edmonton, Alberta T6E 6E6
 Tel: 310-MUNI (6864)
 Toll Free: 1-877-421-6644
 Fax: (866) 652-2985
 e-mail: accounting@abmunis.ca
www.abmunis.ca

INVOICE

Smoky Lake County
 PO Box 310
 Smoky Lake, AB
 TOA 3C0

Date: January 18, 2024
Invoice #: AS202401-052
Account #: 5850A

Attn: Gene Sobolewski, CAO

2024 Full Associate Membership	AS	\$ 1,320.00
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Sub-total	\$ 1,320.00
GST @ 5.00 % (GST # R106694623)	66.00
Total	\$ 1,386.00

Terms: Net 30 Days - Interest on overdue accounts will be charged at 1.5% per month (19.56% per annum)

We accept Visa and MasterCard payments (up to \$2,500.00) at <https://www.abmunis.ca/invoice-payment>

— — — — — *Keep upper portion for your records - Please return lower portion with your payment* — — — — —

Please Remit Payment to:

<p>ASSOCIATION OF ALBERTA MUNICIPALITIES 300, 8616 - 51 Avenue Edmonton, AB T6E 6E6</p> <p>For inquiries email: accounting@abmunis.ca</p>

Remittance Section:

<p>Smoky Lake County</p> <p>Statement Date: January 18, 2024</p> <p>Account #: 5850A</p> <p>Invoice Number: AS202401-052</p> <p>Total Due: \$1,386.00</p> <p>Total Paid: _____</p>
--

Patti Priest

From: Harpreet <Harpreet@nwstl.ca>
Sent: February 15, 2024 9:50 AM
To: Patti Priest
Cc: Dave Franchuk; Lydia Cielin
Subject: Re: Tree Tribe Initiative- Proposal for Free Tree Planting
Attachments: A-guide-to-site-preparation.pdf; Trees Request Form.docx

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

Hi,

I hope this email finds you well. We would like to thank each of you for such an enthusiastic response for the initiative and appreciate your patience. We got such an overwhelmingly tremendous response from the communities it took us a while to respond everyone. We truly appreciate your interest and commitment to enhancing green spaces in your community.

To take a step forward, please fill out the following Tree Request Form. Please provide all the details for review and processing and send it back to us on the same trailing mail id or you can send it to info@nwstl.ca. We will get back to you as soon as possible to discuss your request further.

To address one of the common queries what species are we going to plant?

We will plant evergreen native trees you will be provided a list to choose from once we receive the Tree Request Form.

To ensure the success of this initiative and maximise its impact We are inviting the communities to donate one dollar for each tree for this cause. We believe its an opportunity for those who share same vision and passion like us to invest in the future of our planet. Together, we can preserve the natural treasures that inspire us and provide essential services for all life on Earth.

Moreover, The Event will be promoted on all the NWST social media platforms and on the website as well. All the follow ups and updates will be posted online regularly. You can give us the name and position of the person who's going to inaugurate the event. Additionally, Volunteers will get the certificate of participation from NWST Charitable Foundation.

Please feel free to reach out for any other queries. Looking forward for collaboration.

Thank you

Regards,
Harpreet Kaur

Thank you

Best Regards,
Harpreet Kaur
NWST Charitable Foundation



A Guide to Site Preparation

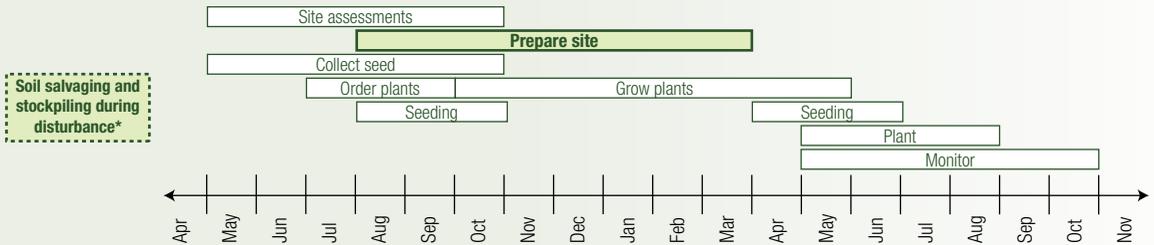


Deciding which technique
is appropriate for your site

Reclaiming industrial sites in Alberta's boreal forest is not always a straightforward process. The footprints left by infrastructure and equipment are often characterized by compacted mineral soils, loss of micro-topography, too much or too little water and competition. In addition, some natural site characteristics such as thick layers of moss can present constraints to tree establishment. These conditions often slow and may even prevent tree growth.

Site preparation can improve growing conditions by addressing factors that limit plant growth. Site preparation is conducted after site reconstruction and before revegetation, and begins with an assessment of site limiting factors (Fig. 1).

Figure 1. Generalized timeline of activities related to site preparation.



*Note: Not all sites require salvaging (e.g., exploration sites). Where soil has been salvaged, it is assumed to have been replaced prior to site preparation activities.

When is site preparation appropriate?

Site preparation is appropriate when the site conditions are likely to limit or prevent the establishment of target vegetation. While there are several kinds of site limiting factors, many of them relate to compacted soils, competition and soil nutrients, and temperature (Fig. 2).

The need for site preparation also depends on the forest type, target vegetation and end land use. Some forest types such as aspen or pine stands on dry sites may regenerate naturally if managed carefully. On more challenging sites where the objective is a commercial forest, site preparation can increase the reliability and speed of tree regeneration. If the objective is wildlife habitat, site preparation can speed the return to forest cover and increase species diversity by providing a range of microsites and reducing competing vegetation.

Figure 2. Typical factors that can limit plant growth on reclaimed sites.



What is the best site preparation method?

The best technique is selected based on the forest type, site limiting factors and the soil moisture regime (Fig. 3). Each site preparation method has the potential to improve local growing conditions, but success depends on how well each method matches site conditions.

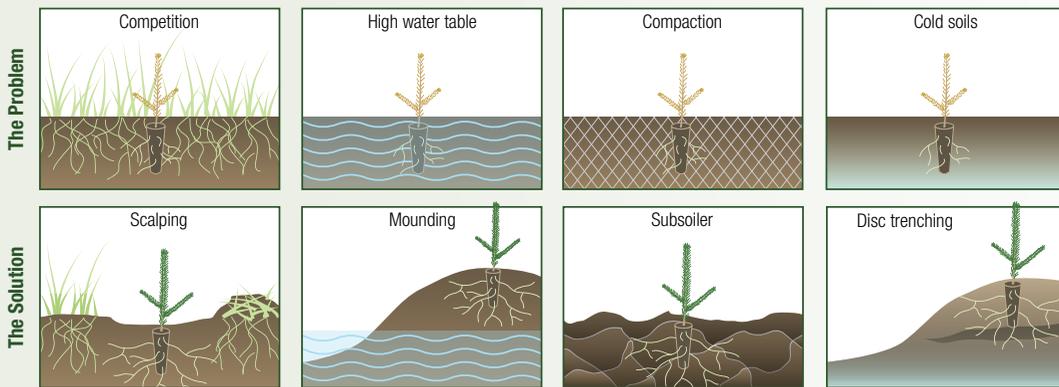
Figure 3. Site preparation techniques and the limiting factors they address.



*Note: the indicated techniques may alleviate competition by exposing microsities, but these microsities may lead to increased competition if a vegetation management plan is not in place.

For example, most conifer trees planted directly on a very wet site will die from root saturation (Fig. 4). Mounding can create elevated planting sites and warmer microsites for trees to grow. On a dry site, scalping may be needed to physically separate seedlings from competing vegetation. Site preparation techniques can also be used to improve the success of seeding and/or natural regeneration efforts.

Figure 4. Examples of limiting factors and site preparation solutions.



What happens after a site has been prepared?

Operator training is critical for successful site preparation treatments, and immediate post-treatment quality control assessments are critical, especially at project start-up, to ensure that treatments are delivered as planned. For example, if mounds were not created high enough on a very wet site, planted seedlings may not establish in the long term. Timing is also critical. Site preparation creates desirable microsites, and competing vegetation may quickly occupy a site unless target species are planted or able to naturally seed into these microsites. To ensure success, managers should plant or seed sites shortly after treatment and have a vegetation management plan in place (see Factsheet *A Guide to Regeneration Planning*).

We would like to acknowledge COSIA (Canada's Oil Sands Innovation Alliance) for their contribution to this project.

Also available under the title : Guide sur la préparation de site – Choisir la technique appropriée pour son site

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Trees Request Form

Project Tree Tribe Initiative

Name of Town/City/County:

Address:

Name of the Contact Person:

Address:

Email:

Tel No:

Mobile No:

Area available for Plantation:

Exact location of the area (Please provide Geo coordinates):

No. of trees required to be planted:

Preferred Planting Date:

Site Preparation Plan:

No. of Volunteers available:

Are volunteers willing to nurture the trees:

Any type of Donations available:

Amount, if yes:

Please send Pictures or Map of the area if available.

Authorized Signatory:

From: MA.geptbranch@gov.ab.ca <MA.geptbranch@gov.ab.ca>
Sent: Thursday, February 15, 2024 11:40:53 AM
To: Iciel@ <smokylakecounty.ab.ca> icielin@smokylakecounty.ab.ca>
Subject: Municipal Affairs Grant Meetings at RMA Spring 2024 Convention

Dear Chief Administrative Officers:

Municipal Affairs grant program staff will be on location at the Rural Municipalities of Alberta (RMA) Spring 2024 Convention for one-on-one, 20-minute private meetings on Tuesday, March 19th from 9:00 a.m. to 4:00 p.m. and on Wednesday, March 20th from 9:00 a.m. to 12:00 p.m.

These meetings are intended to discuss the Local Government Fiscal Framework (LGFF), the Alberta Community Partnership (ACP) program, the administration of the federal Canada Community Building Fund (CCBF), transitional items related to the Municipal Sustainability Initiative (MSI), as well as any other ministry grant related questions during the Spring 2024 RMA Convention in Edmonton.

Please note these meetings are intended for administrative officers and staff since the objective is to discuss topics that are programmatic and administrative in nature. Topics to consider may include project and grant specific information, program reporting, program eligibility, amendment requests, or similar.

If you wish to arrange a meeting with a member of the Municipal Affairs grant staff, please contact the Grants and Education Property Tax branch (GEPT) by email at ma.geptbranch@gov.ab.ca by March 6, 2024, and please include the following:

- **Discussion topic(s)**
- **Attendee name(s)**
- **Preferred time slot**

Preferred time slots will be accommodated, where possible, but are not guaranteed. You will receive an email from GEPT staff confirming your appointment time in addition to the location of the meeting.

Sincerely,

Susan McFarlane
Director
Grant Program Delivery
Municipal Affairs

Alberta RCMP Traffic Strategic Plan

Alberta RCMP – Traffic - Strategic Plan 2024-2028



“To enhance public safety by reducing harm and hazardous behaviours on Alberta roadways through strategic partnerships, enforcement, education and crime reduction initiatives.”

Alberta RCMP Traffic

A Message from A/OIC



Inspector Chris Romanchych
A/OIC, Alberta RCMP -Traffic
January 2024

I am pleased to introduce the Alberta RCMP Traffic Plan 2024-2028 (TSP 2028). The plan, based on current research, evidence, and best practices, continues to ensure the RCMP remain focused on bringing forward the highest standards for policing our highways, and protecting Albertan's through crime reduction programs and increasing traffic safety.

The last five years have been tumultuous and no one could have foreseen the world-wide crisis resulting from the global pandemic and its significant impact on all aspects of society. Research from around the world outlines the enormous pressures placed on front line officers and police agencies during the pandemic to continue providing communities with protection from common threats, but also having to assist and enforce new public health legislation during a crisis. The pandemic increased already existing tensions between the public and police agencies, in some countries this escalated into protests against the actions of police, and resulted in the erosion of police legitimacy resulting in continued pressure on politicians to defund police.

It is within this context that Vision 150 remains a key foundational document to the development of the TSP 2028. It ensures we focus on the key issues which matter to our communities; reducing crimes and fatal and serious injury collisions occurring on our highways and in our rural communities. The plan continues to ensure our initiatives account for the health, safety, and well-being of our people first, that we take time to recognize and communicate the contributions and achievements our people make to reaching our collective goals. The plan outlines that we will strive to use innovative, best practices and expertise to deliver our services. The TSP 2028 embraces strong stewardship of our resources and researches best practices to confirm decisions are based on evidence. The plan encourages that we continue working with communities to build upon a foundation of trust, to respond to communities concerns for traffic safety and to provide policing services with professionalism, respect, compassion and legitimacy in their communities.

Thank you for all your hard work, dedication and commitment.



The OIC, Alberta RCMP Traffic has the mandate and oversight for the development of the Divisional RCMP - Traffic Strategic Plan 2024 – 2028 (TSP 2028) specific to road safety and enforcement on Alberta’s highways within RCMP jurisdictions. The OIC is responsible for supporting the dissemination and implementation of the plan within the Districts, Detachments and Traffic Units.

The TSP supports the traffic safety priorities of the Joint Business Plan for Alberta Justice and Solicitor General and RCMP, and is consistent with National and Provincial Road Safety Strategies. The TSP supports traffic operations to:

- a) reduce the harm resulting from motor vehicle collisions occurring on Alberta highways;
- b) interrupt/disrupt the transportation of harmful contraband (drugs/weapons); and
- c) support the reduction of crime in rural communities across Alberta.

The RCMP are tasked by the Government of Alberta to reduce crimes and collisions. In pursuit of that collective goal, RCMP members use innovative best practices and expertise to deliver services through interaction and communication with stakeholders. In doing so, RCMP members continue to build trust and confidence in the communities we serve. The development of all strategic plans and outcome measures embrace strong stewardship of resources and best practices to ensure decisions are evidence based.



4,500,917
Alberta's Population

43% of the population is within RCMP jurisdiction

90% of the geographical area of the Province is policed by RCMP

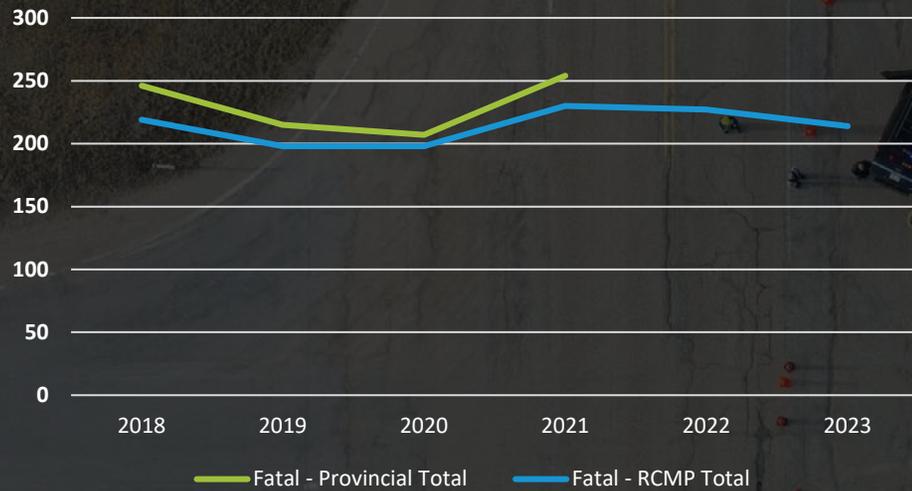
92% of fatal collisions and **50%** of injury collisions are investigated by RCMP

Fatal Collisions	2018	2019	2020	2021	2022	2023
Provincial Total	246	215	207	254	NA	NA
RCMP Jurisdiction	219	198	198	230	227	214
Investigated by RCMP	89%	92%	96%	91%	NA	NA

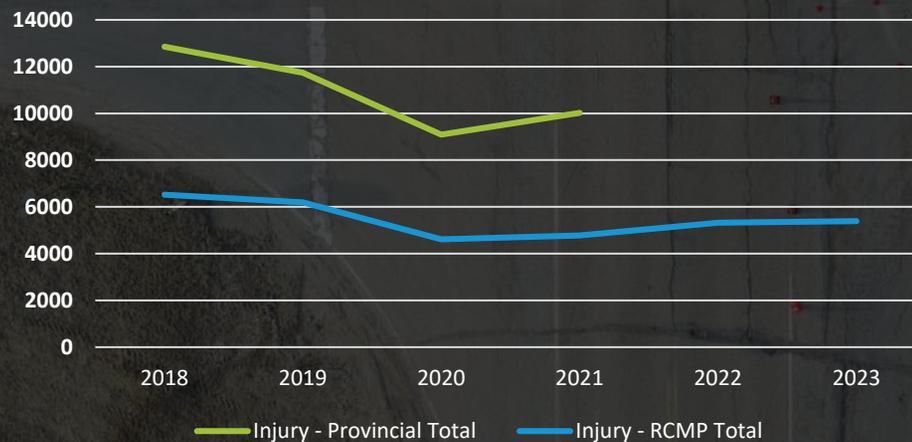
Injury Collisions	2018	2019	2020	2021	2022	2023
Provincial Total	12852	11738	9092	10022	NA	NA
RCMP Jurisdiction	6523	6189	4613	4778	5326	5397
Investigated by RCMP	51%	53%	51%	48%	NA	NA



Fatal Collisions 2018 - 2023



Injury Collisions 2018 - 2023



Collisions

Following a gradual decline (2018), from 2020 to 2021 fatal collisions increased by 8.1% and the number of injury collisions increased by 10.6%

Alberta Transportation reported further increases in 2021. The overall number of collisions had increased 5.5% compared to 2020. Injury collisions had increased by 10.2% and fatal collisions increased by 12.6%.

RCMP collision data shows a similar pattern, reaching a five-year low in 2020. However fatal collision increased in 2021 by 21.6% and by 1.2% in 2022. Injury collisions increased by 3% and 11.4%.





COVID-19 Long Term Impact on Driving Behaviour

The full extent of the impact of COVID-19 and its profound impact on driving behaviour has yet to be fully analyzed. National and international research has shown that during the early phases of the pandemic, high risk driving behaviour, specifically, excessive speed was found to have increased and resulted in higher than expected collision rates. Although travel patterns, traffic volume and density were significantly reduced, especially in urban areas, the pandemic allowed for an environment in which high risk drivers had greater opportunities to take advantage of long open stretches of relatively empty highways.

Legislative Changes and Interruptions to Data Collection

Between 2019 and 2021 changes to Canada's Criminal Code Impaired Driving Legislation and the introduction of Alberta's Provincial Immediate Roadside Sanctions (IRS) were seen as the "most significant change in legislation around impaired driving since probably the breathalyzer was brought in in 1969" (MADD Canada). It was expected these legislative changes would reduce impaired driving and related collisions. Provincial IRS Sanctions were implemented in December 2020 and data is provided by the Government of Alberta.





MAS Findings

The findings of the MAS data have been consistent from 2019 – 2023 with 97% of drivers stopped receiving a MAS PASS result. It is important to note that the remaining drivers in the warn, refuse, or fail category did not present at roadside as having notable or visible symptoms of alcohol impairment. Drivers with notable signs of impairment are recorded under “obviously impaired” category. The data has quantified the unbiased application of MAS and its effectiveness in detecting drivers not displaying visible signs of impairment.

Mandatory Alcohol Screening (MAS)

As part of the comprehensive changes to the Canadian Criminal Code regarding impaired driving MAS became law in December 2018. This allowed police officers to demand a breath test from a driver in the absence of having a reasonable suspicion that the driver has alcohol in their body. According to the Canadian Centre on Substance Use and Addiction, “MAS has been successfully implemented in many other countries around the world. MAS, particularly when used in combination with public awareness and enhanced enforcement, offers the most expeditious and effective approach for enhancing deterrence, reducing the incidence of impaired driving and saving lives in Canada.”¹

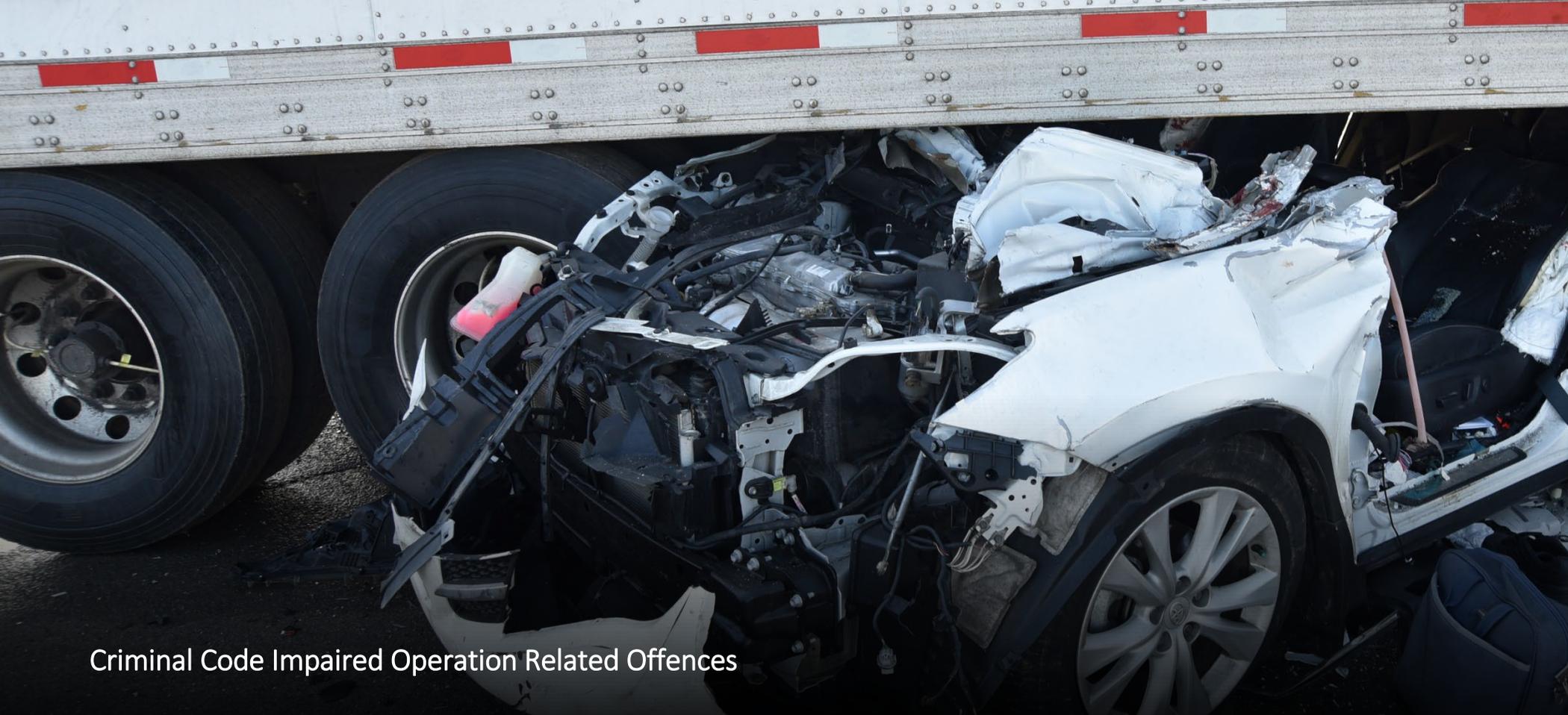




Communities Over Represented in Collision Data

Research has established that fatal and serious injury collisions are more prevalent in rural locations. Whereas most traffic crashes occur in urban areas, the rates of fatal crashes and traffic fatalities (per capita and per vehicle mile) are higher in rural areas. Canadian research also shows that “there is an overwhelmingly high incidence of severe injuries caused by motor vehicle crashes (MVCs) among Aboriginal Canadians as compared with the general population”, and “On-reserve MVCs were more likely to include multiple collisions and result in severe injuries than the off-reserve samples”. This is in part due to some communities being more remote (fly-in communities), and using off-highway vehicles for general transportation. Alberta RCMP provides policing support to twenty-one of the twenty-four First Nation communities.





Criminal Code Impaired Operation Related Offences

Between 2018 – 2023 RCMP laid 113,861 criminal code driving related offences. With the introduction of Provincial Immediate Roadside Sanctions (IRS) in December 2020, this shifted impaired driving enforcement from federal criminal proceedings to provincial administrative sanctions. It was expected that the anticipated decrease in criminal code offences would be offset by efficiencies gained through the new IRS process.

RCMP data confirms the expected outcomes, with a decrease (-73%) in criminal code offences off set by the introduction of provincial sanctions. The yearly average IRS sanctions over 2021 - 2023 was 7356 sanctions. This includes IRS that also involved a criminal code charge (average of 971). The change difference for all impaired operations between 2018/2020 (3649) and 2021/2023 (7356) was +101.5%.



Provincial Immediate Roadside Sanctions

Impaired driving remains the leading criminal cause of death and injury in Canada, and drug-impaired driving detected by law enforcement is increasing. The percentage of Canadian drivers killed in vehicle crashes who test positive for drugs now exceeds the numbers who test positive for alcohol.

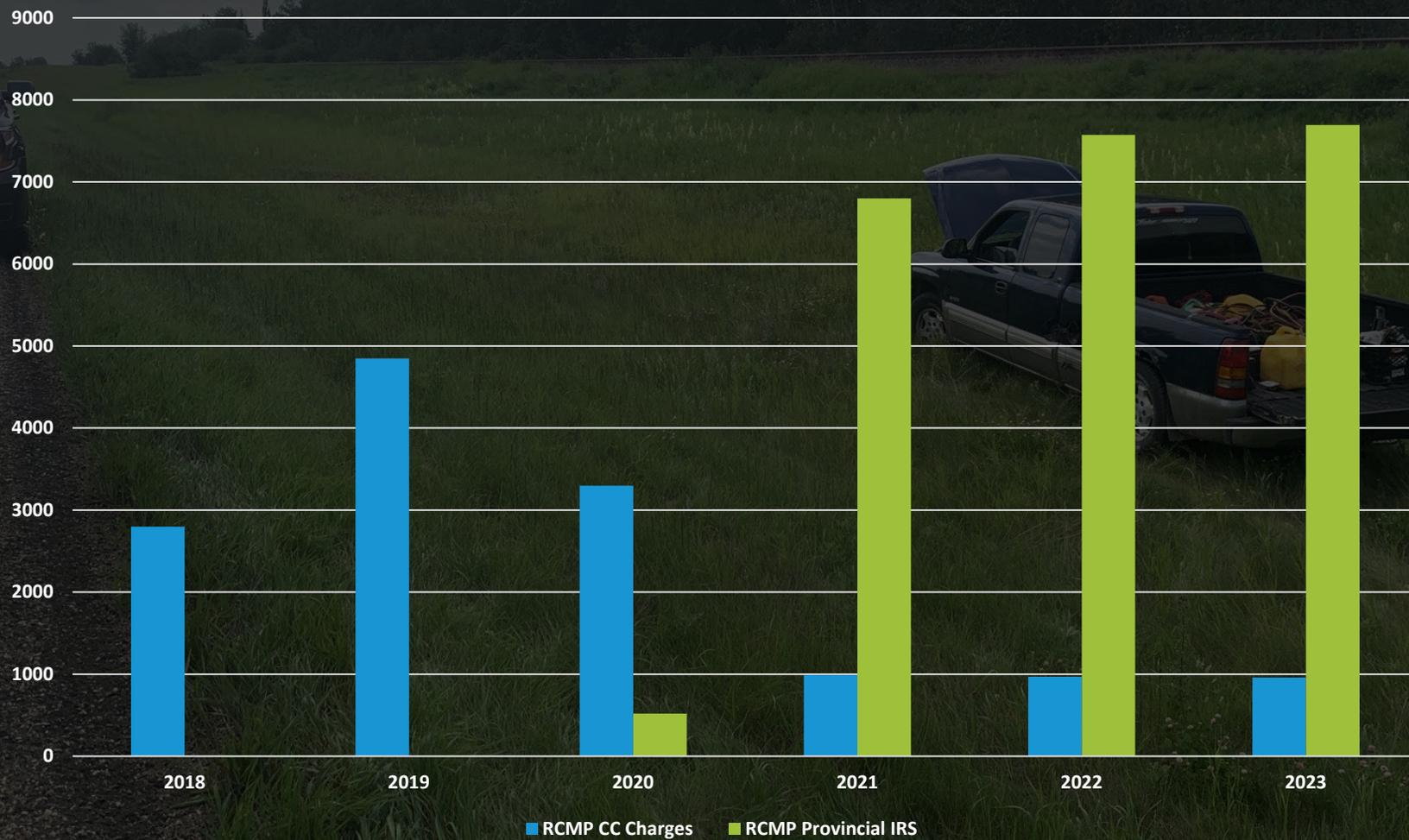
Increased contact with drivers has been achieved through the Alberta CheckStop program, roadside checkstops and patrol plans. These strategies have resulted in the RCMP laying 22,619 IRS sanctions or 55% of the total sanctions laid by all agencies since the inception of the program in December 2020 to December 31, 2023. The yearly average number of provincial sanctions laid by RCMP is 7,539.

Alcohol Involved Collisions

Over a 4-year period between from 2019 – 2023, approximately 23% of all fatal collisions occurring in RCMP jurisdictions involved alcohol or drugs, meaning that at least one of the drivers of the vehicles involved had been using impairing substances, although not necessarily impaired or over the legal limit. The most common age range for involvement in alcohol involved collisions was persons between the ages of 25-35. The least involved ages are under 18 and over 65 years of age.



CC Impaired Charges Pre and Post Introduction of Provincial IRS



TSP – 2028 Strategic Plan Operationalization of RMPs

Evidence Based Countermeasures

Research focusing on the role of police in changing public behavior relative to road safety supports a sustained, coordinated and highly visible approach to changing high risk driving behaviours. The Alberta RCMP – Traffic Strategic Plan 2024 - 2028, identified the following driver behaviours as targets for reducing the frequency and mortality of fatal and serious collision; Impaired driving, seatbelts, speeding and distracted driving. Working with individuals and communities at risk, high volume stops and targeted enforcement operations are effective countermeasures to employ.

Disrupting organized crime, removing and preventing the distribution of drugs and contraband in communities continues to be a core function that support rural crime reduction. Alberta RCMP – Roving Traffic Units continues to be an effective countermeasure in rural crime reduction.



Countermeasure #1: Impaired Driving - HRODE

The High Risk Offending Driver Enforcement (HRODE) program identifies high risk drivers through collision and ticket data, as well as the suspended driver program to proactively ensure they are not driving while impaired or suspended. It consists of three distinct components:

- (a) identification of prolific driving offenders, (b) detection, apprehension of prolific offender and (c) court and remedial recommendations, including support for additions counseling and life skills management.

The Alberta RCMP Traffic team identifies prolific driving offenders based on approved program criteria. Additional selection criteria are used to refine the suitability of the prolific offender for inclusion in the program, with changing the driver's behaviour at the forefront.

The following research supports the ongoing success of HRODE:

- An individual driver's crash risk assessment or probability are strongly correlated to violation records and "there is a direct relationship between a driver's previous violations and crash record and future at-fault crash".ⁱ
- Research shows between 20 and 30 percent of drunk drivers reoffend, and due to their repeat offending and high blood-alcohol concentrations (BAC), contribute disproportionately to road trauma.ⁱⁱ
- This high-risk subgroup of drinking drivers is less responsive to (traditional) countermeasures that have been shown to be relatively effective in addressing drinking and driving in the general populationⁱⁱⁱ
- Targeted interventions aimed at high BAC and recidivist drivers that include rehabilitation programs involving appropriate social agencies may provide a less costly and more effective alternative to imprisonment.^{iv}

2023 – 2028 HRODE Performance Measures

- Each Traffic Unit (29) will identify a minimum of **one** prolific traffic offender for each year of the strategic plan.
- A HRODE Operation Plan will be developed and approved for each identified offender.
- An After-Action Report or progress report will be completed each year for each offender.
- Data from the After-Action Reports will be used to evaluate the programs overall performance.



Countermeasure #2: Impaired Driving - CheckStops

In developing targets for impaired driving, research supported focusing on implementing and applying MAS at every traffic stop to increase detection and public perception of increased enforcement on impaired driving. Supporting the countermeasure with increased communications through social media inform the public of the RCMPs use of MAS and Provincial Roadside Sanctions is recommended. Components of Checkstops and MAS;

- High visibility, High volume
- Media and communications support
- After Action Report on results

The following research supports the use of MAS and Checkstops;

- Sobriety checkpoints are a highly effective strategy to reduce alcohol-impaired driving. They are used infrequently in the USA. Recent evidence from observational studies suggests that using optimized sobriety checkpoints (operating for shorter duration with fewer officers) can minimize operational costs without reducing public health benefits. ^v
- There is substantial and consistent evidence from research that highly publicized, highly visible, and frequent sobriety checkpoints in the United States reduce impaired driving fatal crashes by 18% to 24% ^{vi}
- Research has shown that the best ways to reduce the number of alcohol-related crashes are high-profile enforcement efforts, especially regularly conducted sobriety checkpoints. Recent studies found that such checkpoints can reduce the alcohol-related crash death toll by 20 percent. ^{vii}

2023 – 2028 CheckStop and MAS - Performance Measures

- Each Region will conduct two CheckStops during impaired driving months.
- Each Traffic Unit (29) will conduct two dedicated impaired operations per month.
- MAS is given to every driver at every traffic stop.
- Strategic Communications will be engaged to request media for campaigns including providing information to the public on the use of MAS on every driver and what constitutes a warning, fail, refusal and consequences.



Countermeasure #3: Seatbelts – Enhanced Enforcement

The use of seatbelts and child safety seats are the single most cost-effective life saving device currently available to reduce fatal and serious injury collisions. Research indicates there is a correlation between non-seat-belt use and high risk driving behaviours that include the use of alcohol, drugs, speeding and multiple traffic offences. These offences involve more males than females, between ages of 18 – 45, who engage in other high risk behaviours. Additionally, there is a correlation between night-time driving, alcohol and non-use of occupant restraints. Police contact with an unbelted driver, increases the likelihood of detecting other traffic and criminal offences.

The following research supports the use of enhanced enforcement for seatbelts in rural locations;

- Many states in the United States have passed the primary enforcement seat-belt law. Though there is strong evidence from previous studies that enhanced seat-belt enforcement interventions can substantially increase seat-belt use, thereby reducing fatalities. It is still necessary to evaluate the long-term effects of implementing the primary seat-belt law. ^{viii}
- In the United States, a disproportionate number of motor vehicle crash fatalities occur in rural areas. While many factors likely contribute to the discrepancy between fatality rates in rural and urban areas, prior studies suggest that rural drivers may be more likely to engage in risky driving behaviors like seat belt non-use. ^{ix}
- A study of “Characteristics of Seat Belt Users and Non-users in a State with Mandatory Belt Use Law” indicated that non-users had 35% more collisions and 69% more violations. ^x
- U.S Department of Transportation (Dec. 2020), in Psychological Constructs Related to Seat Belt Use, Vol 2, reported that higher scores on impulsivity and social resistance orientation were associated with decreased frequency of seat belt use. Additional that of the few existing studies, “suggest that anger, fatalism, sensation-seeking, and conservatism are negatively related to seat belt use. ^{xi}

2024 – 2028 Seatbelt - Performance Measures

- Each Traffic Unit (29) to conduct one dedicated seatbelt operation per month.
- Media support will include information on rural collisions.



Countermeasure #4: Speed – Enhanced Enforcement

The science demonstrating the correlation between higher average speed and higher crash involvement is overwhelming. Additionally, the direct correlation between speed and injury severity is indisputable. Yet speeding and excessive speeding remain the most prevalent traffic offence. The Alberta RCMP's dual approach to reducing speed, include;

- Utilizing highly visible enforcement deployed at locations and times strategically designed to be interrupt speeding patterns and
- Targeted, communicated and anticipated speed enforcement for long weekends.

In 2022 Alberta RCMP issued 55,646 tickets for speeding of which 698 were for excessive speeding.

2024 – 2028 Speed - Recommendations

- Targeted enforcement and communication campaign on excessive speeders and the serious risks imposed on drivers from excessive speeders.
- High visibility speed enforcement operations leading up to long weekends supported by communications, focusing on risks to other from excessive speeders.
- Post long weekend media highlighting results.
- Work with traffic safety stakeholders to support legislative changes for excessive speeders.



Countermeasure #5: Distracted Driving – Enhanced Enforcement

The Province has identified February and May as the months in which enhanced enforcement should focus on distracted driving. The monthly operational plans for Alberta RCMP – Traffic, includes specific operations on distracted driving for these identified periods and increased enforcement.

The following research supports the use of enhanced enforcement for distracted driving in rural locations;

- According to Road Safety Strategy 2025, “In 2011, police found that 21% of fatalities happened in collisions that involved a driver who was distracted or inattentive. Between 2011 and 2020, the percentage of fatalities in this category reached a high of 23% in 2015 and decreased to 21% in 2020. It was the same in 2020 than in 2011.”^{xii}
- Overall, High Visibility Enforcement efforts are effective at reducing handheld phone use.^{xiii}
- While, “no relationship between magnitude of safety outcomes and level of enforcement could be identified for distracted driving enforcement. One suggestion is to conduct HVE programs that have all program elements; the available literature provides substantial evidence that combining enforcement, visibility, and publicity is an effective strategy.”^{xiv}

2024 – 2028 Distracted Driving - Performance Measures

- Each unit (29) will conduct one dedicated highly visible traffic operation per month to distracted driving.
- Strategic Communications will be engaged to support during Distracted Driving months.



Countermeasure #6: High Volume Vehicle Stops

The Alberta RCMP Roving Traffic Unit (RTU) works to combat travelling criminals across the province, seizing illicit drugs and illegal contraband from criminals using the highways for transporting drugs and contraband. While the primary mandate of the RTU remains traffic and public safety, the RTUs work diligently to identify and intercept travelling criminals during traffic stops.

The following research supports the use of High-Volume Vehicle Stops (HVVS) for disruption of the distribution of contraband in rural locations;

- “The opioid crisis continues unabated and is reaching unprecedented levels of harm. In 2020 alone, 6,214 Canadians lost their lives to an opioid-related overdose.”^{xv}
- The trafficking of illegal substances through the postal system continues to be an issue of concern. OCGs often use the postal mode because it allows for high profitability with relatively low risk and effort. This has created significant problems for Northern communities in particular, where postal shipments have become the most common method of distribution for illegal substances.^{xvi}

2024 – 2028 Roving Traffic Units - Performance Measures

- North Unit, ten HVVS per year
- South Unit, seven HVVS per year
- Expand knowledge base of Traffic and General Duty members by extending invitations to participate in mentoring through workshops and at HVVS
- Alberta RCMP Traffic - RTU objective for Operation Pipeline/Convoy Training is 4-6 Courses instructed per fiscal year throughout the division.



Countermeasure #7: Community Engagement and Public Education

- “Police undertake a broad array of work. Other than the traditionally-assigned tasks of pursuing, arresting and charging criminals, preventing crime from occurring, and dealing with traffic-related offences and accidents, police are further expected to resolve various conflicts in their communities, reduce or prevent social disorder, and construct and maintain community relations”^{xvii}. Both direct measures (operational outcomes) and indirect measures (public opinion surveys) contribute to evaluating the performance of policing.
- The Alberta RCMP Traffic Units work to provide information and education to the communities they serve as part of their role to maintain community relations. Presentations at schools, businesses and local organizations as well as participating at local community events provides important information and contributes to building trust and transparency with the communities.

2024 – 2028 - Community Engagement and Public Education - Performance Measures

- Each Region will have completed twelve public education sessions or engagements, related to traffic safety.



Countermeasure #8: Partnering with Indigenous Communities

Earning the trust and confidence of Indigenous Communities in Alberta remains a top priority for the RCMP in K Division. The first step will be to hear the voices of the communities we serve. Through open communication we can ensure community needs and community expectations are being met. Serving as the communities desire us to serve will ensure relationships are strengthened, where they exist, and new relationships built where they do not. It is through this community led approach that we will strive to earn the trust and confidence of the First Nations, Métis and Inuit people.

K Division Reconciliation Strategy

2024 – 2028 Partnering with Indigenous Communities - Performance Measures

- Each Region will identify and facilitate a partnership to discuss the Traffic Priorities (seatbelt/child safety seats, speed, alcohol and drug impaired driving, distracted driving) with local Council, for opportunities to collaborate on local initiatives to address traffic priorities.
- One contact per year for each unit.





References

- ⁱ Joo, Yang-Jun & Kho, Seung-Young & Kim, Dong-Kyu & Park, Ho-Chul. (2022). A data-driven Bayesian network for probabilistic crash risk assessment of individual driver with traffic violation and crash records. *Accident Analysis & Prevention*. 176. 106790. 10.1016/j.aap.2022.106790.)
- ⁱⁱ (Freeman & Liossis 2002a; Henderson 1996; Longo, Hunter & Loan 1996; Ryan et al. 1996).
- ⁱⁱⁱ (Freeman & Liossis 2002a; Harrison et al. 2003).
- ^{iv} (Ferguson et al 1999).
- ^v Morrison, C.N., Gobaud, A.N., Mehranbod, C.A. *et al.* Optimizing sobriety checkpoints to maximize public health benefits and minimize operational costs. *Inj. Epidemiol.* **10**, 17 (2023). <https://doi.org/10.1186/s40621-023-00427-8>
- ^{vi} Fell, James & Lacey, John & Voas, Robert. (2004). Sobriety Checkpoints: Evidence of Effectiveness Is Strong, but Use Is Limited. *Traffic injury prevention*. 5. 220-7. 10.1080/15389580490465247.
- ^{vii} Sobriety Checkpoints: An Effective Tool to Reduce DWI Fatalities, NCJ Number 210847. *Police Chief* Volume: 72 Issue. July 2005 Pages: 26-29, Mary Ann Viverette
- ^{viii} Jaeyoung Lee, Yanqi Lian, Mohamed Abdel-Aty, Suyi Mao & Qing Cai (2022) Long-term safety evaluation of the primary seat-belt law, *Journal of Transportation Safety & Security*, 14:11, 1976-1996, DOI: [10.1080/19439962.2022.2033901](https://doi.org/10.1080/19439962.2022.2033901)
- ^{ix} Watson CE, Austin RA. Differences in rural and urban drivers' attitudes and beliefs about seat belts. *Accid Anal Prev*. 2021 Mar;151:105976. doi: 10.1016/j.aap.2021.105976. Epub 2021 Jan 23. PMID: 33497890.
- ^x William W. Hunter, Jane C Stutts, J. Richard Stewart and Eric A Rodgman. Characteristics of seat belt users and non-users in a state with a mandatory belt use law. *Health Education Research. Theory and Practice* Vol. 5, no 2, 1990
- ^{xi} Anna C. Sheveland, Joseph N. Luchman, Jingyuan Xie, Melissa A Bleiberg, David W Eby, Lisa J Molnar, Bill R Walton. Psychological Constructs Related To Seat Belt Use. Volume 2: Results Report. DOT HS 813 029
- ^{xii} Road Safety In Canada 2020; Transport Canada. ISBN: 978-0-660-40528-5. Catalogue No.: T46-54/1-2021E-PDF
- ^{xiii} U.S Department of Transportation, National Highway Traffic Safety Administration, June 2022, Synthesis of Studies That Relate Amount of Enforcement to Magnitude of Safety Outcomes. DOT HS 813 274-A
- ^{xiv} U.S Department of Transportation, National Highway Traffic Safety Administration, June 2022, Synthesis of Studies That Relate Amount of Enforcement to Magnitude of Safety Outcomes. DOT HS 813 274-A
- ^{xv} Government of Canada Public Safety Canada, *Fifth Lay Enforcement Roundtable on Drugs*. Sept & Oct, 2021 Meeting summary
- ^{xvi} Ibid





*Division Criminal Analysis
Section*

Strategic Analysis and Research Unit

Calls for Service

Strategic Performance Planning

Smoky Lake Provincial Detachment

January - December, 2023

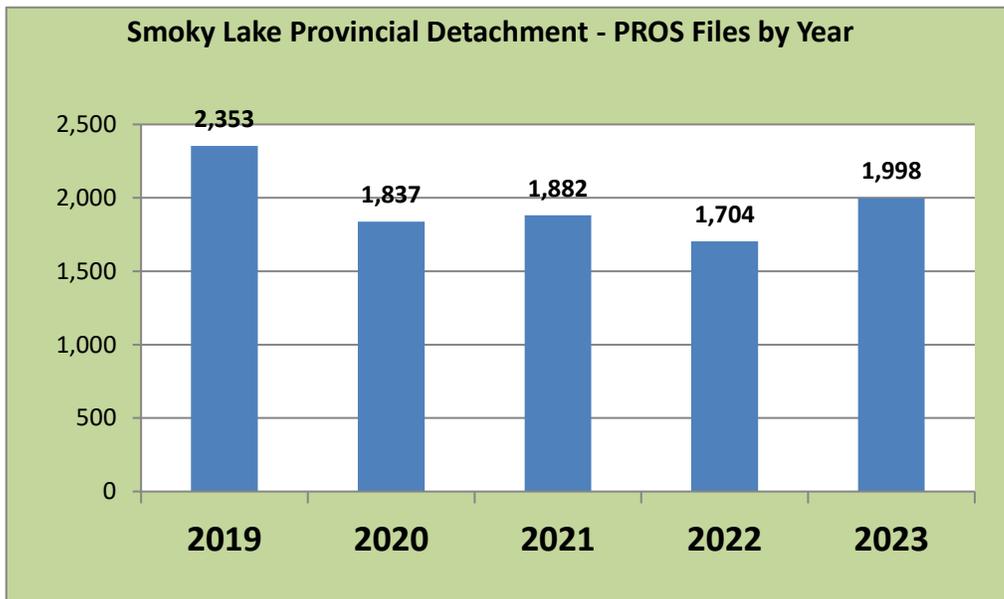
January 29, 2024



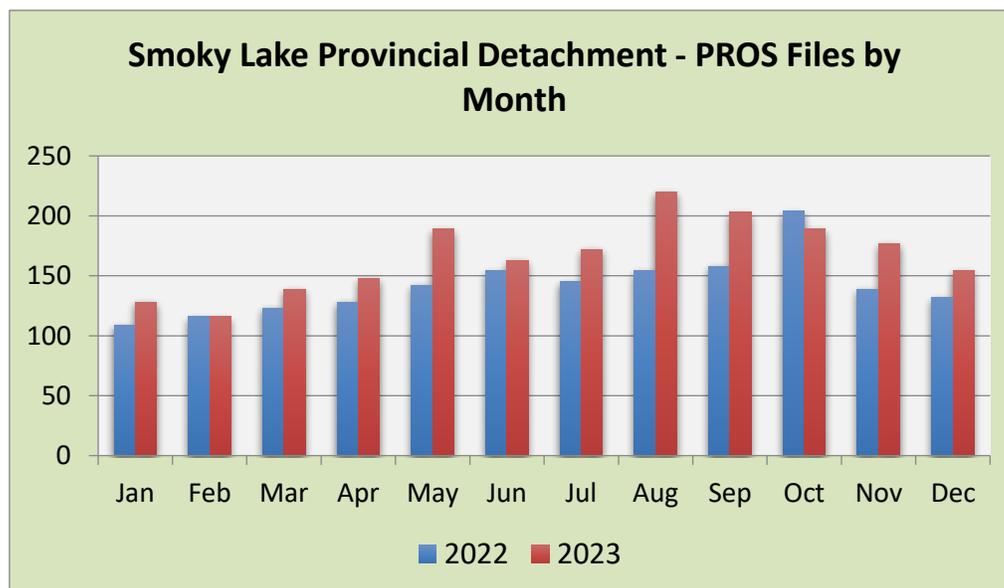
Smoky Lake Provincial Detachment (January - December)

File Counts

Based on PROS data, the Smoky Lake Provincial Detachment generated 1,998 files between January - December, 2023. This includes calls for service from the public as well as self-generated and proactive files. There was an increase of 17.3% in 2023 when compared to 2022. Files generated by Provincial Traffic Units are not included.



In 2023 August had the most files generated (2022: October) , while February had the least. (2022: January).





Smoky Lake Provincial Detachment (January - December)

Generated file times:

The following chart illustrates when all PROS files were **generated**. The chart ranges from least calls for service/files generated (green) to the highest number of calls for service/files generated (red) and is broken down by day (columns) and each hour of the day (rows).

Friday had the most files generated, while Sunday had the least.

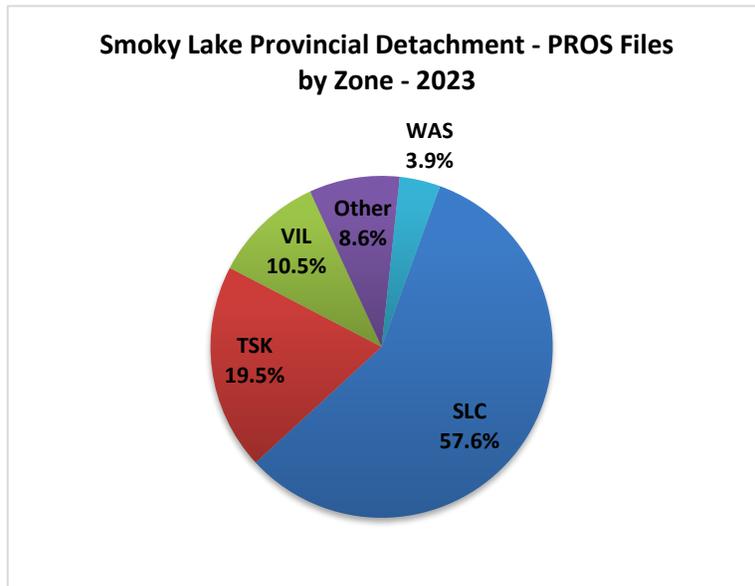
		Day							Total
		Sun	Mon	Tue	Wed	Thu	Fri	Sat	
Hour of the Day	0	11	6	5	6	4	9	11	52
	1	7	4	3	4	5	2	11	36
	2	6	2	4	5	3	3	3	26
	3	8	3	3	3	2	1	3	23
	4	2	2	2	4	7	2	3	22
	5	4	6	3	1	0	5	5	24
	6	6	4	3	2	0	5	5	25
	7	4	6	8	5	5	5	5	38
	8	10	10	21	21	17	15	13	107
	9	8	27	22	16	14	16	12	115
	10	12	28	22	18	20	28	13	141
	11	12	32	19	24	25	21	12	145
	12	17	23	18	17	22	13	10	120
	13	8	28	24	22	23	25	17	147
	14	12	15	24	23	28	29	14	145
	15	13	22	25	20	22	23	14	139
	16	15	12	12	17	15	25	10	106
	17	12	18	8	13	9	12	17	89
	18	24	10	12	16	11	19	17	109
	19	15	13	15	12	12	15	14	96
	20	15	13	9	11	8	19	14	89
	21	8	9	13	11	8	14	13	76
	22	8	14	9	7	5	15	15	73
	23	6	5	5	8	10	12	9	55
Total		243	312	289	286	275	333	260	



Smoky Lake Provincial Detachment (January - December)

File Generation by Zone:

The following graph and table shows a break-down of where files were generated in 2023 as well as a comparison to previous years for how many files were generated in each. The zone 'Other' is used for files that were improperly zoned or had fewer than 10 file types. In 2023 the zone 'SLC' had the most files generated.



Smoky Lake Provincial Detachment - PROS Files by Zone					
Zone	2019	2020	2021	2022	2023
SLC	1,446	1,103	1,160	1,048	1,151
TSK	414	357	344	267	389
VIL	221	181	155	118	210
Other	180	154	143	207	171
WAS	92	42	80	64	77



Smoky Lake Provincial Detachment (January - December)

Public Calls for Service (CIIDS Files):

The following chart shows calls for service for 2023 broken down by day and hour of the day. There were 688 self-generated, front counter and proactive files created in 2023 accounting for 34.4% of all files generated. There were 1,310 calls for service from the public through an OCC in 2023.

When just OCC calls for service are considered, Friday had the most calls for service while Tuesday had the least.

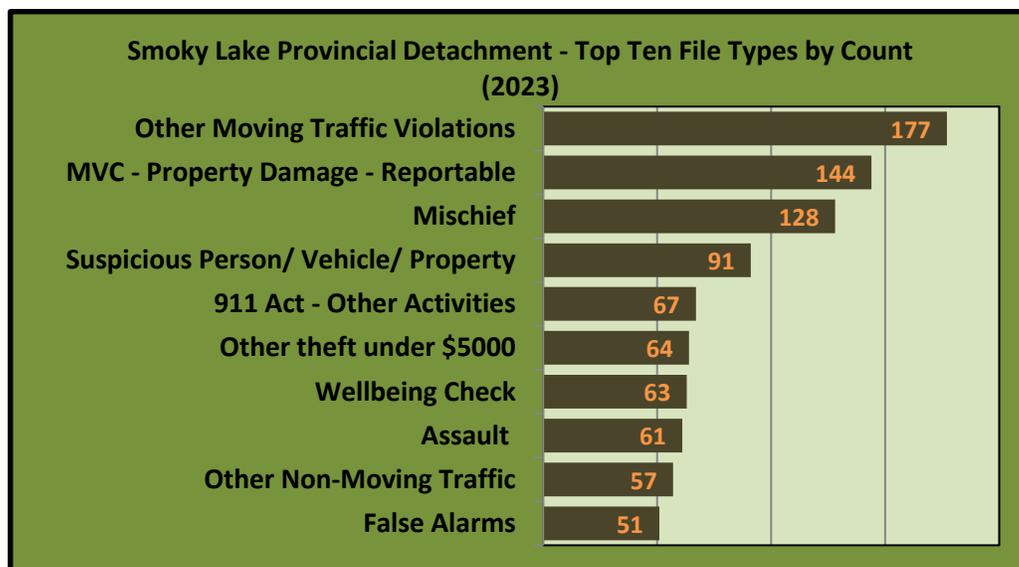
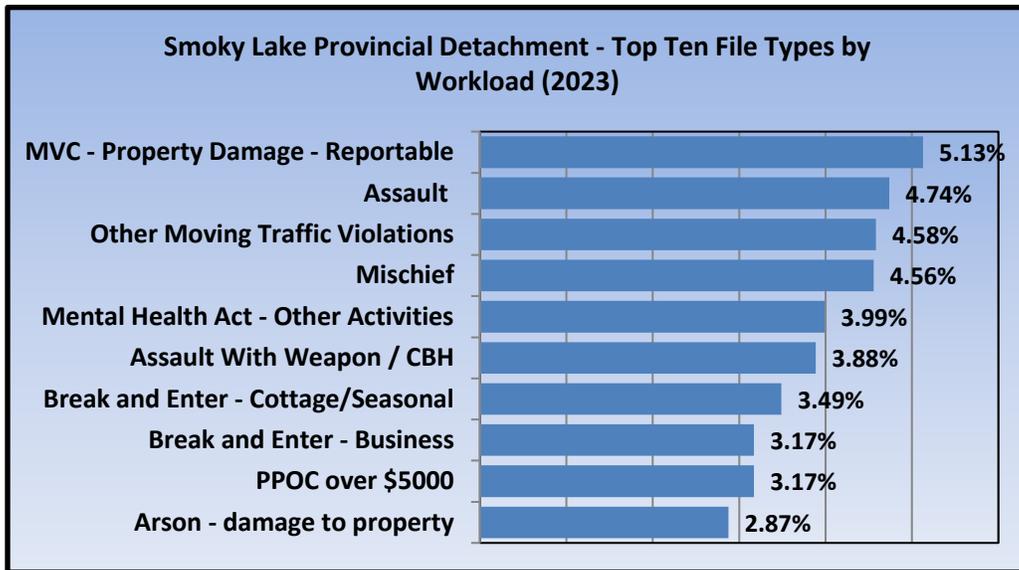
		Day							Total
		Sun	Mon	Tue	Wed	Thu	Fri	Sat	
H o u r s o f t h e D a y	0	11	6	4	6	4	6	10	47
	1	7	3	3	4	5	2	8	32
	2	3	2	4	5	2	2	3	21
	3	7	3	3	3	2	1	3	22
	4	2	2	1	4	7	2	3	21
	5	4	6	3	1	0	5	5	24
	6	6	4	3	2	0	5	5	25
	7	4	6	8	5	5	5	5	38
	8	10	3	10	10	10	10	12	65
	9	8	12	6	5	7	8	10	56
	10	11	14	8	7	6	16	11	73
	11	12	8	11	9	6	8	10	64
	12	10	10	3	9	11	7	7	57
	13	6	13	15	10	9	10	13	76
	14	10	7	7	8	15	12	10	69
	15	13	8	10	8	12	8	9	68
	16	13	8	10	12	12	15	5	75
	17	10	15	5	12	7	10	15	74
	18	20	9	10	13	7	16	14	89
	19	11	10	13	10	11	14	13	82
	20	12	12	6	10	7	19	9	75
	21	7	7	11	8	8	12	7	60
	22	6	11	7	2	5	13	13	57
	23	4	3	5	7	8	8	5	40
Total		207	182	166	170	166	214	205	



Smoky Lake Provincial Detachment (January - December)

Top Ten File Types by Workload and by File Count:

The two graphs below show the top 10 files types that were generated in 2023 both by estimated workload and by frequency.



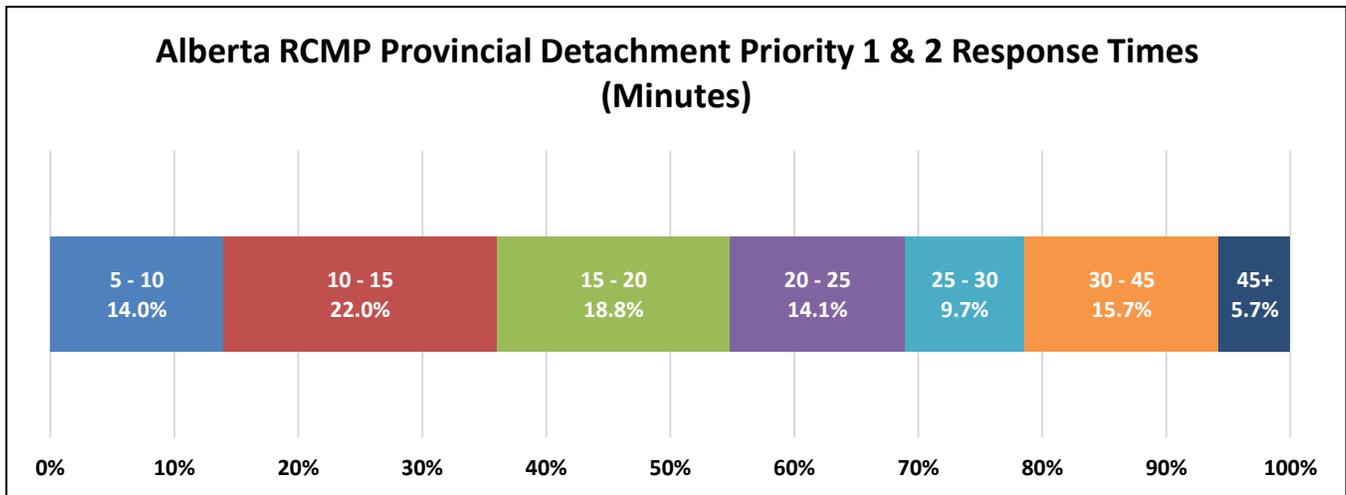


Smoky Lake Provincial Detachment (January - December)

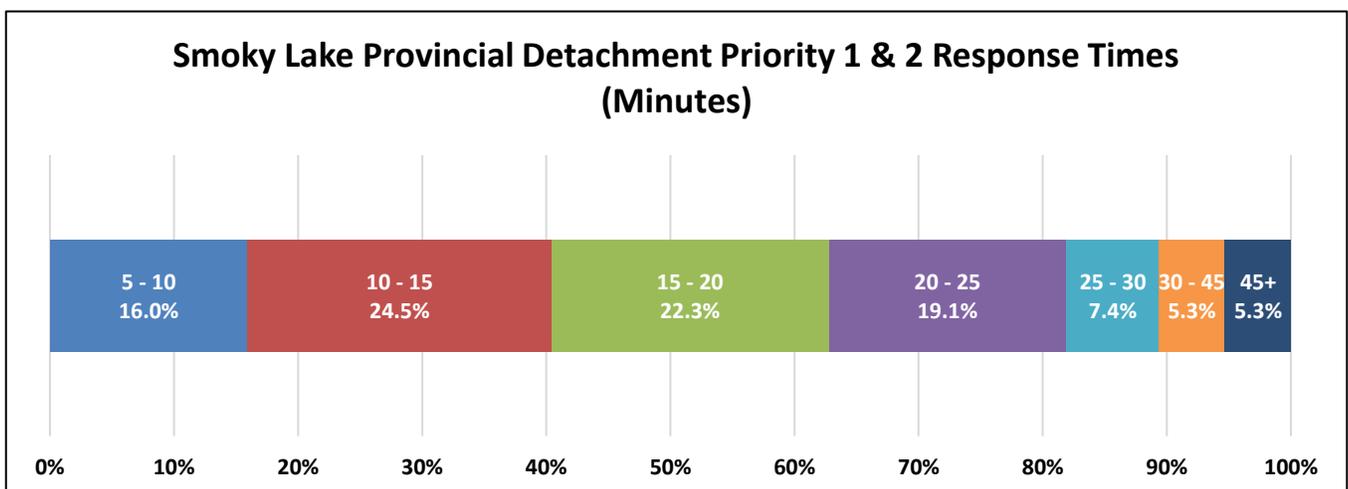
Travel and Total Response Time

In order to determine total response times, 4.75 minutes were added to every Priority 1 trip to account for OCC queue time, length of the call and file maintenance, and the dispatching of the file to the Member. For Priority 2 trips, 6.25 minutes were added to account for OCC queue time, length of the call and file maintenance, dispatching the file to the Member, and the time for the Member to read the file and do initial checks and queries. These additions to calculate total response times are based on a 2018 study.

The overall average response time for Priority 1 & 2 calls in 2023 for Provincial Detachments in K Division was 21.7 minutes. The graph below shows a break down of all of these calls.



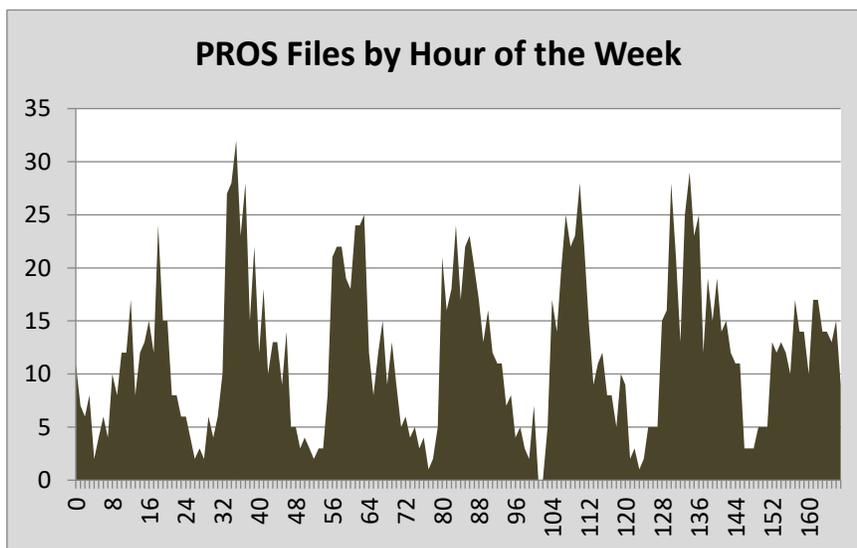
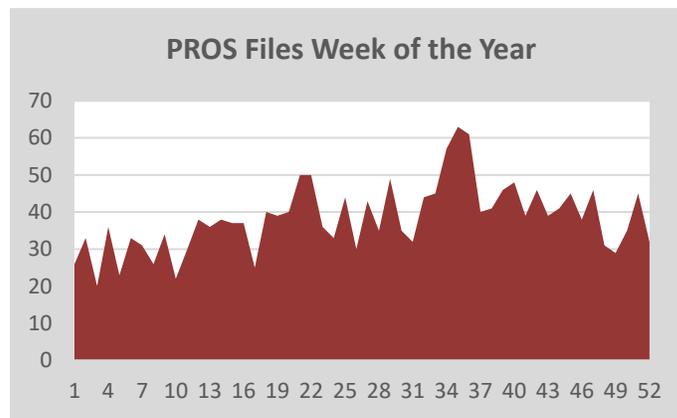
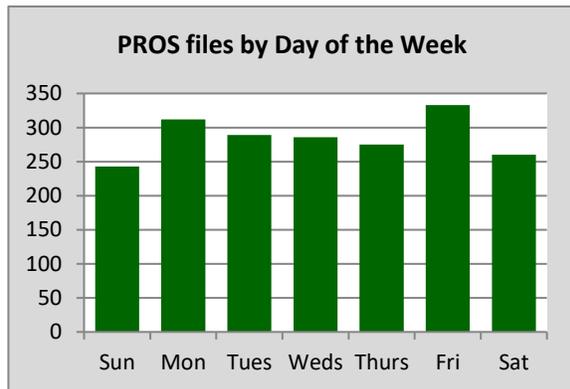
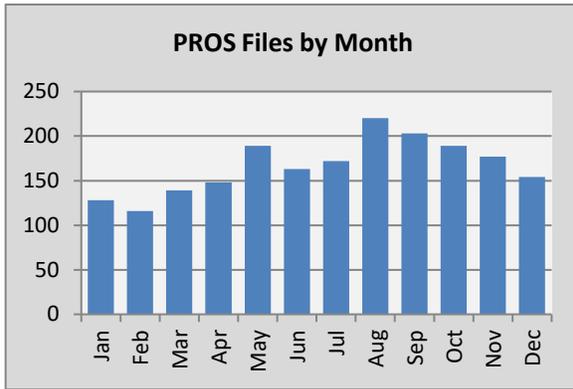
The overall average response time for Priority 1 & 2 calls in 2023 for the Smoky Lake Provincial Detachment was 22.2 minutes. The graph below shows a break down of all of these calls.





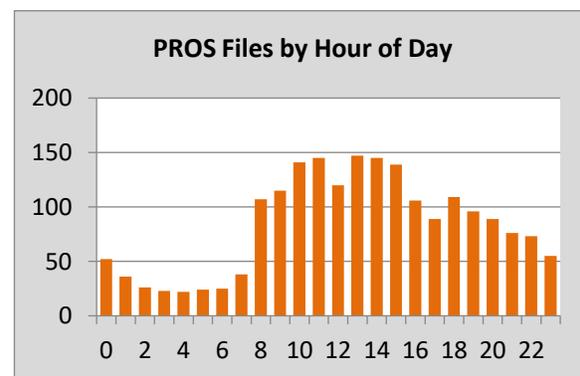
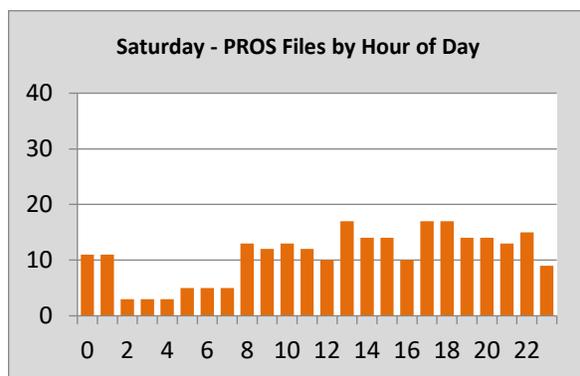
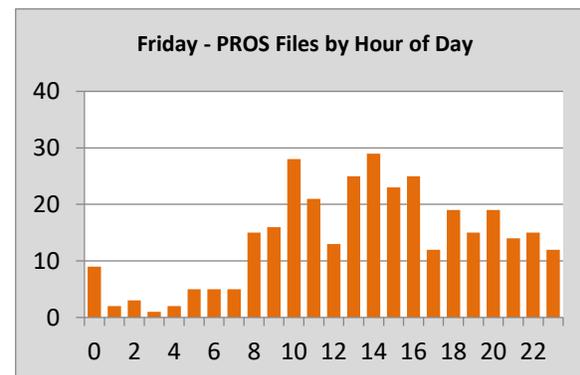
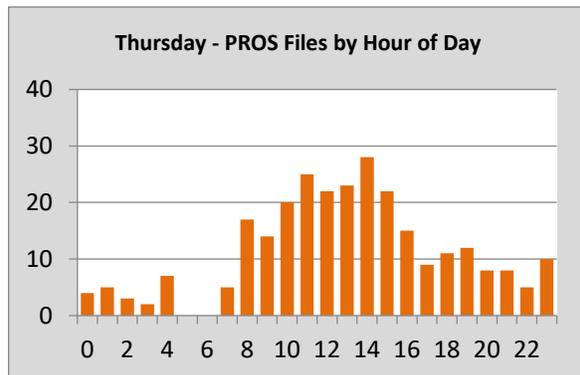
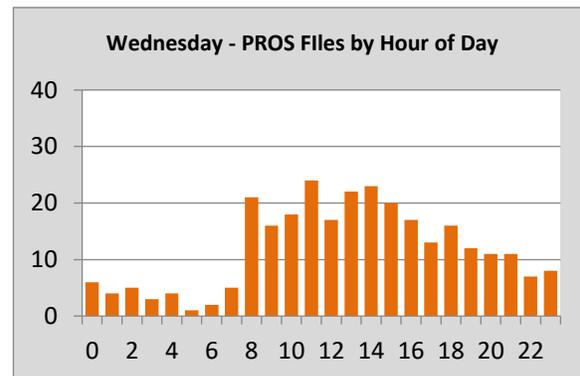
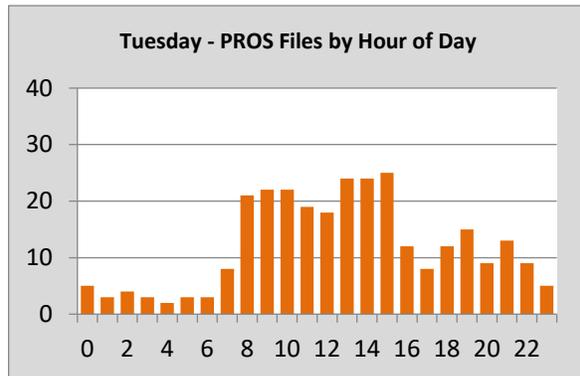
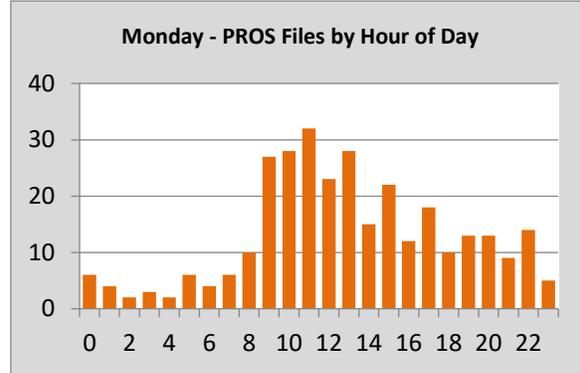
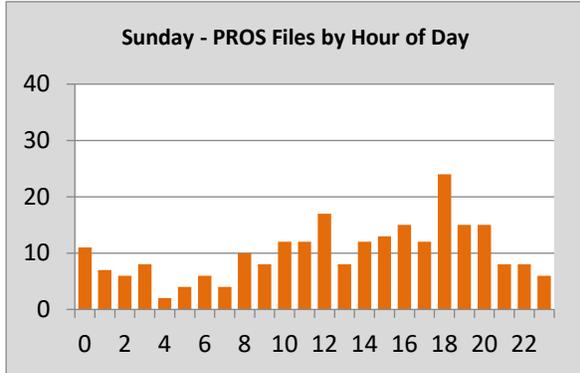
Smoky Lake Provincial Detachment (January - December)

Distribution of Files



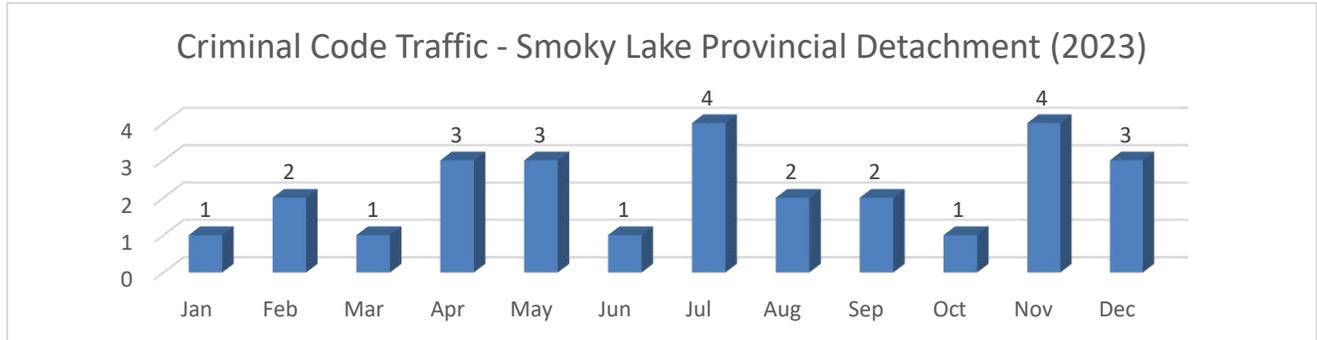


Smoky Lake Provincial Detachment - Files by Day (January - December)





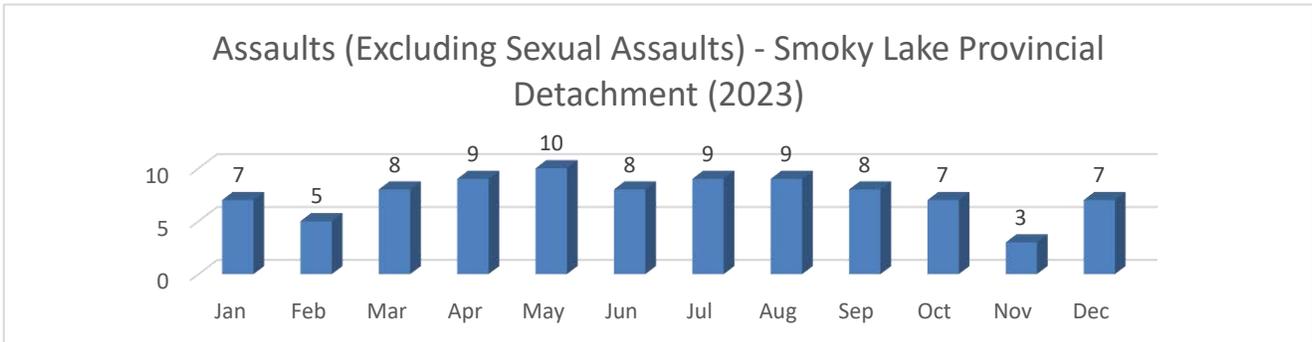
Smoky Lake Provincial Detachment - Criminal Code Traffic (January - December)



		Criminal Code Traffic - Day of the Week							Total
		Sun	Mon	Tue	Wed	Thu	Fri	Sat	
H o u r o f t h e D a y	0								0
	1		1			1		1	3
	2								0
	3	1							1
	4								0
	5								0
	6	1							1
	7								0
	8			1	1				2
	9								0
	10								0
	11								0
	12								0
	13						1		1
	14						1		1
	15	1					1		2
	16						1		1
	17						1	1	2
	18	3	1				1	1	6
	19								0
	20		2				1		3
	21						1		1
	22							2	2
	23							1	1
Total	6	4	1	1	1	8	6		



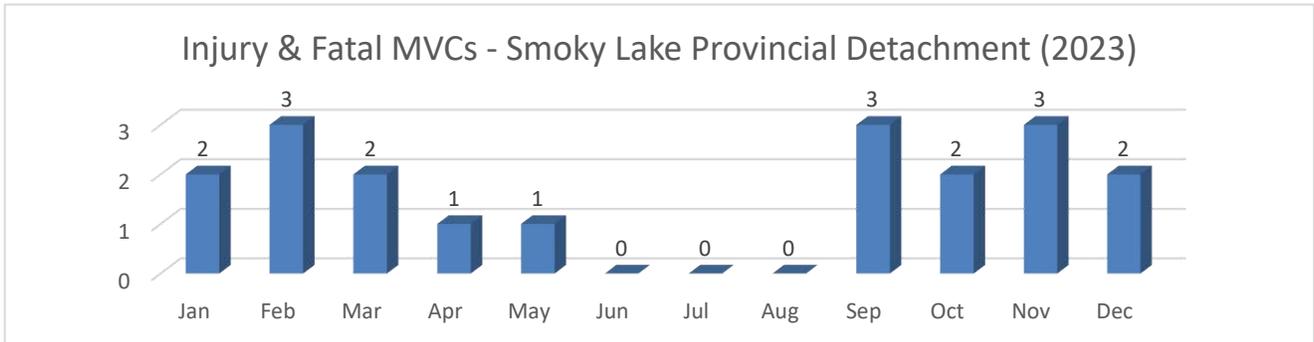
Smoky Lake Provincial Detachment - Assaults (Excluding Sexual Assaults) (January - December)



		Assaults (Excluding Sexual Assaults) - Day of the Week							
		Sun	Mon	Tue	Wed	Thu	Fri	Sat	Total
Hour of the Day	0				2		2		4
	1	2						2	4
	2	2						1	3
	3				1				1
	4		1		1		1		3
	5								0
	6								0
	7			1	1			1	3
	8		1		2				3
	9		1						1
	10				3	1		3	7
	11			1		1		1	3
	12	1	1			1		1	4
	13			2	2		1		5
	14	1	1				3		5
	15	3				2	1	1	7
	16	1	1	1	1		1		5
	17	1		1	1			1	4
	18	1	1				4	1	7
	19						2		2
	20	2		1	1	2	1		7
	21		1	1				1	3
	22		3	2			1	1	7
	23			1			1		2
Total		14	12	13	14	5	21	11	



Smoky Lake Provincial Detachment - Injury & Fatal MVCs (January - December)



		Injury & Fatal MVCs - Day of the Week							Total
		Sun	Mon	Tue	Wed	Thu	Fri	Sat	
H o u r s o f t h e D a y	0								0
	1								0
	2								0
	3								0
	4								0
	5								0
	6								0
	7	1			1				2
	8			2		1		1	4
	9								0
	10								0
	11				1				1
	12								0
	13							1	1
	14								0
	15					1			1
	16	1		1	1	1			4
	17								0
	18	1						1	2
	19						1		1
	20								0
	21							1	1
	22								0
	23	1					1		2
Total	4	0	3	3	3	2	4		



Smoky Lake Provincial Detachment (January - December) - Zone SLC

Zone SLC Generated file times:

The following chart illustrates when all PROS files were generated for Zone SLC. The chart ranges from least calls for service/files generated (green) to the highest number of calls for service/files generated (red) and is broken down by day (columns) and each hour of the day (rows).

Friday had the most files generated, while Sunday had the least.

		Day							Total
		Sun	Mon	Tue	Wed	Thu	Fri	Sat	
Hour of the Day	0	5	2	3	3	2	5	3	23
	1	3	3	1	2	2	1	5	17
	2	2	2	2	4	1	1	1	13
	3	5	1	0	3	2	1	2	14
	4	0	2	0	2	4	1	3	12
	5	1	2	1	1	0	2	0	7
	6	3	1	1	1	0	2	3	11
	7	4	1	5	3	3	1	3	20
	8	8	7	13	10	12	9	8	67
	9	4	14	16	10	9	11	7	71
	10	10	15	14	9	12	16	10	86
	11	8	15	8	15	16	11	9	82
	12	14	13	14	11	12	10	7	81
	13	6	17	15	9	12	15	10	84
	14	6	9	13	9	16	11	10	74
	15	7	16	17	11	14	10	9	84
	16	11	6	5	9	11	15	3	60
	17	8	15	3	9	5	6	8	54
	18	17	6	4	8	7	13	11	66
	19	8	12	8	4	7	10	9	58
	20	8	8	5	5	2	11	11	50
	21	4	7	6	5	5	8	9	44
	22	6	7	6	4	3	8	10	44
	23	4	2	2	5	4	7	5	29
Total		152	183	162	152	161	185	156	



Smoky Lake Provincial Detachment (January - December) - Zone SLC

Zone SLC Public Calls for Service (CIIDS Files):

The following chart shows calls for service for Zone SLC in 2023 broken down by day and hour of the day. There were 389 self-generated, front counter and proactive files created in Zone SLC accounting for 33.8% of all files generated in that zone. There were 762 calls for service from the public through an OCC for Zone SLC in 2023.

When just OCC calls for service are considered, Sunday had the most calls for service while Tuesday had the least.

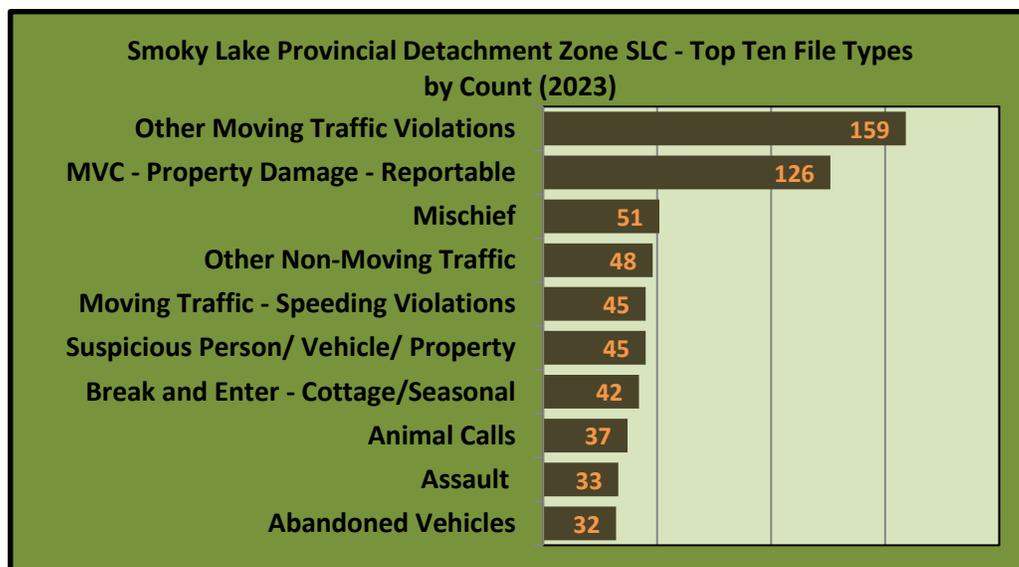
		Day							Total
		Sun	Mon	Tue	Wed	Thu	Fri	Sat	
Hour of the Day	0	5	2	2	3	2	3	2	19
	1	3	2	1	2	2	1	2	13
	2	0	2	2	4	1	1	1	11
	3	5	1	0	3	2	1	2	14
	4	0	2	0	2	4	1	3	12
	5	1	2	1	1	0	2	0	7
	6	3	1	1	1	0	2	3	11
	7	4	1	5	3	3	1	3	20
	8	8	3	7	7	7	5	8	45
	9	4	6	3	2	5	5	5	30
	10	10	5	6	4	2	11	9	47
	11	8	6	5	4	3	3	8	37
	12	8	4	2	7	6	4	5	36
	13	4	9	10	5	7	9	7	51
	14	5	4	5	5	9	6	7	41
	15	7	6	9	6	9	2	5	44
	16	10	3	4	8	9	10	2	46
	17	6	13	2	9	3	5	8	46
	18	16	5	4	5	4	13	10	57
	19	5	9	7	3	7	9	8	48
	20	5	7	3	5	2	11	6	39
	21	4	5	6	4	5	6	4	34
	22	5	5	4	1	3	6	9	33
	23	2	2	2	4	3	5	3	21
Total		128	105	91	98	98	122	120	



Smoky Lake Provincial Detachment (January - December) - Zone SLC

Zone SLC Top Ten File Types by Workload and by File Count:

The two graphs below show the top 10 files types that were generated for Zone SLC in 2023 both by estimated workload and by frequency.





Smoky Lake Provincial Detachment (January - December) - Zone TSK

Zone TSK Generated file times:

The following chart illustrates when all PROS files were generated for Zone TSK. The chart ranges from least calls for service/files generated (green) to the highest number of calls for service/files generated (red) and is broken down by day (columns) and each hour of the day (rows).

Tuesday had the most files generated, while Sunday had the least.

		Day							Total
		Sun	Mon	Tue	Wed	Thu	Fri	Sat	
Hour of the Day	0	1	2	1	1	1	3	1	10
	1	1	0	1	1	0	1	1	5
	2	2	0	1	0	0	0	1	4
	3	2	1	2	0	0	0	0	5
	4	0	0	1	1	1	0	0	3
	5	1	3	0	0	0	1	2	7
	6	3	1	1	1	0	3	0	9
	7	0	3	1	1	1	2	1	9
	8	1	1	5	4	3	3	1	18
	9	2	7	4	4	3	3	1	24
	10	1	6	5	5	4	4	2	27
	11	1	7	6	5	4	4	3	30
	12	1	6	1	3	3	1	1	16
	13	2	6	6	6	9	3	2	34
	14	2	3	9	10	5	9	2	40
	15	4	4	3	6	4	5	3	29
	16	2	2	4	4	2	6	4	24
	17	2	2	4	1	0	4	3	16
	18	2	1	3	4	0	2	3	15
	19	4	1	5	3	2	2	2	19
	20	1	1	1	1	4	4	2	14
	21	1	0	5	3	2	3	1	15
	22	1	2	0	2	0	3	2	10
	23	1	2	1	1	1	0	0	6
Total		38	61	70	67	49	66	38	



Smoky Lake Provincial Detachment (January - December) - Zone TSK

Zone TSK Public Calls for Service (CIIDS Files):

The following chart shows calls for service for Zone TSK in 2023 broken down by day and hour of the day. There were 170 self-generated, front counter and proactive files created in Zone TSK accounting for 43.7% of all files generated in that zone. There were 219 calls for service from the public through an OCC for Zone TSK in 2023.

When just OCC calls for service are considered, Friday had the most calls for service while Thursday had the least.

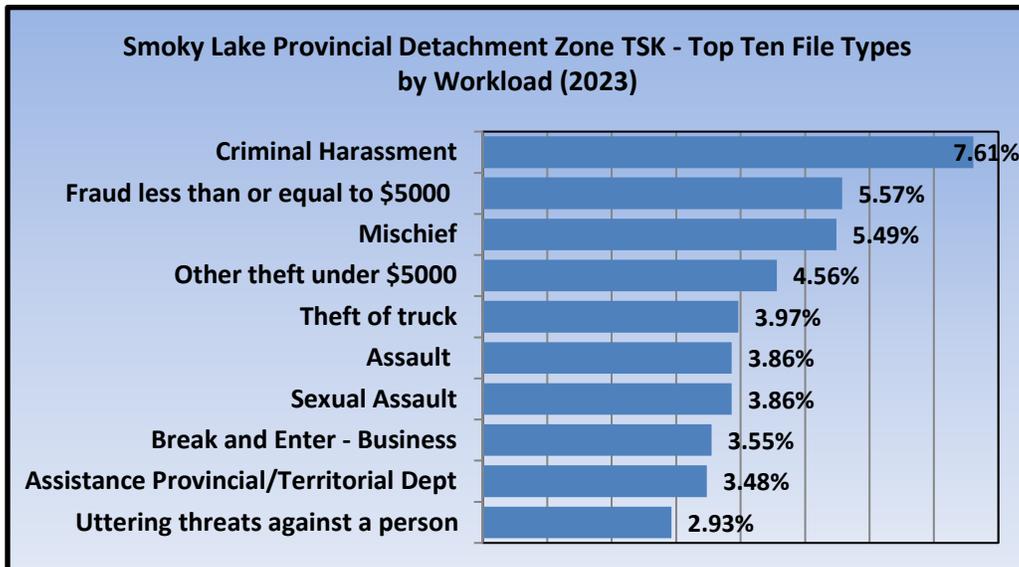
		Day							Total
		Sun	Mon	Tue	Wed	Thu	Fri	Sat	
Hour of the Day	0	1	2	1	1	1	2	1	9
	1	1	0	1	1	0	1	1	5
	2	1	0	1	0	0	0	1	3
	3	1	1	2	0	0	0	0	4
	4	0	0	0	1	1	0	0	2
	5	1	3	0	0	0	1	2	7
	6	3	1	1	1	0	3	0	9
	7	0	3	1	1	1	2	1	9
	8	1	0	3	1	2	3	0	10
	9	2	3	1	2	1	1	1	11
	10	1	5	1	2	2	0	1	12
	11	1	0	2	1	1	2	2	9
	12	0	3	1	1	1	1	0	7
	13	2	2	3	1	1	0	1	10
	14	2	2	1	1	2	1	1	10
	15	4	1	1	1	0	1	3	11
	16	1	2	3	2	1	4	2	15
	17	2	1	2	0	0	3	1	9
	18	2	1	3	4	0	1	3	14
	19	4	1	4	2	1	2	2	16
	20	1	1	1	1	3	4	2	13
	21	1	0	3	2	2	3	1	12
	22	0	1	0	1	0	3	2	7
	23	1	1	1	1	1	0	0	5
Total		33	34	37	28	21	38	28	



Smoky Lake Provincial Detachment (January - December) - Zone TSK

Zone TSK Top Ten File Types by Workload and by File Count:

The two graphs below show the top 10 files types that were generated for Zone TSK in 2023 both by estimated workload and by frequency.





Smoky Lake Provincial Detachment (January - December) - Zone VII

Zone VII Generated file times:

The following chart illustrates when all PROS files were generated for Zone VII. The chart ranges from least calls for service/files generated (green) to the highest number of calls for service/files generated (red) and is broken down by day (columns) and each hour of the day (rows).

Friday had the most files generated, while Sunday had the least.

		Day							Total
		Sun	Mon	Tue	Wed	Thu	Fri	Sat	
Hour of the Day	0	4	0	0	2	0	1	3	10
	1	2	0	0	1	2	0	4	9
	2	0	0	0	1	1	1	0	3
	3	1	1	1	0	0	0	0	3
	4	1	0	0	1	1	0	0	3
	5	0	1	1	0	0	0	2	4
	6	0	2	1	0	0	0	1	4
	7	0	2	2	0	0	1	0	5
	8	0	0	1	2	1	1	1	6
	9	0	2	2	0	1	1	3	9
	10	0	2	1	1	1	5	0	10
	11	1	8	2	1	2	3	0	17
	12	1	1	0	1	3	1	1	8
	13	0	3	1	4	2	5	1	16
	14	1	1	2	3	2	5	0	14
	15	0	1	1	2	2	3	1	10
	16	1	2	2	2	1	2	1	11
	17	0	1	0	1	0	0	2	4
	18	0	2	2	3	1	1	1	10
	19	2	0	2	3	3	3	1	14
	20	1	2	1	3	1	3	1	12
	21	2	1	1	0	1	1	1	7
	22	1	2	2	1	0	2	1	9
	23	0	0	2	2	3	4	1	12
Total		18	34	27	34	28	43	26	



Smoky Lake Provincial Detachment (January - December) - Zone VII

Zone VII Public Calls for Service (CIDS Files):

The following chart shows calls for service for Zone VII in 2023 broken down by day and hour of the day. There were 54 self-generated, front counter and proactive files created in Zone VII accounting for 25.7% of all files generated in that zone. There were 156 calls for service from the public through an OCC for Zone VII in 2023.

When just OCC calls for service are considered, Friday had the most calls for service while Sunday had the least.

		Day							Total
		Sun	Mon	Tue	Wed	Thu	Fri	Sat	
Hour of Day	0	4	0	0	2	0	1	3	10
	1	2	0	0	1	2	0	4	9
	2	0	0	0	1	0	1	0	2
	3	1	1	1	0	0	0	0	3
	4	1	0	0	1	1	0	0	3
	5	0	1	1	0	0	0	2	4
	6	0	2	1	0	0	0	1	4
	7	0	2	2	0	0	1	0	5
	8	0	0	0	0	0	0	1	1
	9	0	1	2	0	1	1	3	8
	10	0	1	1	0	0	4	0	6
	11	1	2	2	1	1	1	0	8
	12	1	1	0	0	1	1	1	5
	13	0	1	1	2	1	1	1	7
	14	1	1	1	1	2	3	0	9
	15	0	0	0	0	2	2	1	5
	16	1	2	2	1	1	1	1	9
	17	0	1	0	1	0	0	2	4
	18	0	2	1	3	1	1	0	8
	19	1	0	2	3	3	3	1	13
	20	1	2	0	2	1	3	1	10
	21	1	1	1	0	1	1	0	5
	22	1	2	2	0	0	2	1	8
	23	0	0	2	2	2	3	1	10
Total		16	23	22	21	20	30	24	



Smoky Lake Provincial Detachment (January - December) - Zone VII

Zone VII Top Ten File Types by Workload and by File Count:

The two graphs below show the top 10 files types that were generated for Zone VII in 2023 both by estimated workload and by frequency.





Smoky Lake Provincial Detachment (January - December) - Zone WAS

Zone WAS Generated file times:

The following chart illustrates when all PROS files were generated for Zone WAS. The chart ranges from least calls for service/files generated (green) to the highest number of calls for service/files generated (red) and is broken down by day (columns) and each hour of the day (rows).

Wednesday had the most files generated, while Sunday had the least.

		Day							Total
		Sun	Mon	Tue	Wed	Thu	Fri	Sat	
Hour of the Day	0	0	0	1	0	1	0	0	2
	1	0	1	1	0	1	0	1	4
	2	0	0	0	0	0	1	0	1
	3	0	0	0	0	0	0	0	0
	4	0	0	1	0	1	1	0	3
	5	0	0	1	0	0	0	0	1
	6	0	0	0	0	0	0	0	0
	7	0	0	0	0	0	0	0	0
	8	0	1	0	0	0	1	2	4
	9	1	0	0	1	0	0	1	3
	10	0	4	1	2	0	0	1	8
	11	1	0	2	2	2	1	0	8
	12	0	2	0	1	1	0	0	4
	13	0	1	0	0	0	0	0	1
	14	0	0	0	1	1	1	1	4
	15	0	0	2	0	0	3	0	5
	16	1	0	0	1	0	0	2	4
	17	2	0	0	0	1	1	2	6
	18	2	0	0	0	2	1	1	6
	19	0	0	0	2	0	0	0	2
	20	1	0	2	2	1	0	0	6
	21	0	0	0	1	0	0	1	2
	22	0	1	0	0	1	0	0	2
	23	0	0	0	0	1	0	0	1
Total		8	10	11	13	13	10	12	



Smoky Lake Provincial Detachment (January - December) - Zone WAS

Zone WAS Public Calls for Service (CIIDS Files):

The following chart shows calls for service for Zone WAS in 2023 broken down by day and hour of the day. There were 21 self-generated, front counter and proactive files created in Zone WAS accounting for 27.3% of all files generated in that zone. There were 56 calls for service from the public through an OCC for Zone WAS in 2023.

When just OCC calls for service are considered, Wednesday had the most calls for service while Friday had the least.

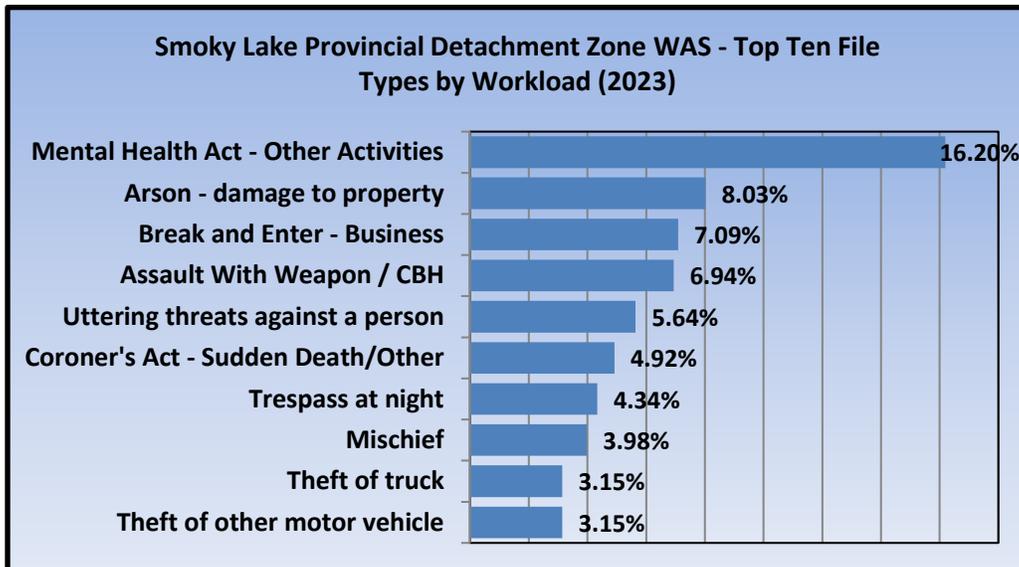
		Day							Total
		Sun	Mon	Tue	Wed	Thu	Fri	Sat	
Hour of the Day	0	0	0	1	0	1	0	0	2
	1	0	1	1	0	1	0	1	4
	2	0	0	0	0	0	0	0	0
	3	0	0	0	0	0	0	0	0
	4	0	0	1	0	1	1	0	3
	5	0	0	1	0	0	0	0	1
	6	0	0	0	0	0	0	0	0
	7	0	0	0	0	0	0	0	0
	8	0	0	0	0	0	1	2	3
	9	1	0	0	1	0	0	1	3
	10	0	2	0	1	0	0	1	4
	11	1	0	1	2	1	0	0	5
	12	0	2	0	1	1	0	0	4
	13	0	1	0	0	0	0	0	1
	14	0	0	0	1	0	0	1	2
	15	0	0	0	0	0	1	0	1
	16	1	0	0	1	0	0	0	2
	17	2	0	0	0	1	1	2	6
	18	0	0	0	0	1	1	0	2
	19	0	0	0	2	0	0	0	2
	20	1	0	2	2	1	0	0	6
	21	0	0	0	1	0	0	1	2
	22	0	1	0	0	1	0	0	2
	23	0	0	0	0	1	0	0	1
Total		6	7	7	12	10	5	9	



Smoky Lake Provincial Detachment (January - December) - Zone WAS

Zone WAS Top Ten File Types by Workload and by File Count:

The two graphs below show the top 10 files types that were generated for Zone WAS in 2023 both by estimated workload and by frequency.



From: Maryanne King <mking@npf-fpn.com>
Sent: Thursday, February 8, 2024 8:37 AM
To: Lorne Halisky <lhalisky@smokylakecounty.ab.ca>
Cc: county <county@smokylakecounty.ab.ca>
Subject: Budget 2024 Update from the National Police Federation

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

Hello Reeve Halisky,

I hope that your 2024 is off to a pleasant start.

Over the past few years, the NPF has been advocating for a needed increase into Alberta RCMP resources. Since 2017, 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 be reinvested in policing, with a priority on increasing core policing.

However, recent policing investments have gone to municipal policing services in Edmonton and Calgary, or the Alberta Sheriffs who do not typically perform policing duties in rural environments like the Alberta RCMP does.

The NPF has submitted to the Government of Alberta our 2024 Pre-Budget Recommendations, which address the issue of needed funding for the AB RCMP. To keep pace with population growth of 10% since 2017, the province needs to fund 400 more RCMP positions to keep pace with current and future needs. I have attached our full 2024 Pre-Budget submission for your review and consideration.

We invite you to consider supporting this crucial ask by writing to the Government in support of hiring additional RCMP officers in your community and across the province. To aid in this endeavour, we have included a template letter that you can use in whole or in part.

If you have any questions on our 2024 Budget submission or should you like to meet to discuss, I welcome inquiries at your convenience.

Thank you in advance for your consideration.

Kind regards,

Maryanne King

Policy Advisor | Conseiller Politique

National Police Federation | Fédération de la Police Nationale

(587) 672-0695

npf-fpn.com



The mission of the National Police Federation is to provide strong, professional, fair and progressive representation to promote and enhance the rights of RCMP Members. La mission de la Fédération de la police nationale est de fournir une représentation forte, professionnelle, juste et progressive afin de promouvoir et faire avancer les droits des Membres de la GRC.

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NATIONAL
POLICE
FEDERATION

FÉDÉRATION
DE LA POLICE
NATIONALE™

2024 PRE-BUDGET SUBMISSION

TO THE GOVERNMENT OF ALBERTA

JANUARY 2024



NPF Contact:

Sarah Nolan | Director, Government Relations & Policy | snolan@npf-fpn.com

INTRODUCTION

The National Police Federation (NPF) represents ~20,000 RCMP Members serving across Canada and internationally. We are the largest police union in Canada. The NPF is focused on improving public safety for all Canadians, including our Members by advocating for much-needed investment in the public safety continuum. This includes investments in police resourcing and modern equipment, as well as social programs including health, addiction, and housing supports to enhance safety and livability in the many communities we serve, large and small, across Canada.

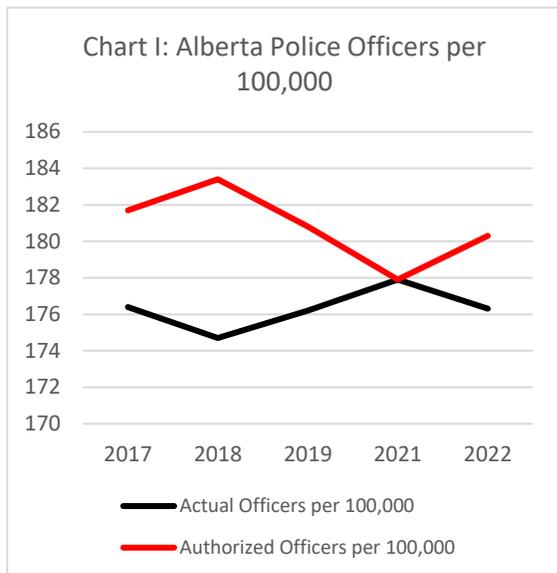
In 2019, the Government of Alberta announced a commitment of \$286m over five years to fund improvements to public safety. This funding would include an additional 300 officer positions across RCMP detachments in Alberta with the support of an additional 200 civilian staff. Under this investment plan, the Alberta RCMP would have increased from the 1,600 officers recorded in 2019 to approximately 1,900 by 2024.ⁱ While this announcement was welcomed, the province had been critically underfunding the Alberta RCMP to this point. This announcement was made concurrently with modifications to the Police Funding Model (PFM) that would result in every Alberta municipality beginning to pay for their policing services. While the province had stated that the revenue from the new police funding model would be reinvested into policing, both promises of additional personnel and increased resources for public safety across rural communities have not been kept.

Today, rather than invest in areas that could support the rural communities our Members are proud to serve and call home, Budget 2023 saw investments in the Alberta Sheriffs and other programs that largely benefitted Edmonton and Calgary. Polling conducted by the NPF with Pollara Strategic Insights quantifies that half of Albertans agree that the province should focus funding for public safety on existing fully-trained police officers. Additionally, 4-in-5 Albertans in RCMP-served areas are satisfied with the RCMP's policing. The NPF, the Alberta RCMP, many Alberta Mayors and Councils, and Indigenous communities have reiterated to the provincial province that equitable investments must be made across police services in Alberta. Investing in the Alberta RCMP is crucial to demonstrating that the Government of Alberta both understands and is committed to addressing public safety challenges equitably across communities. For Budget 2024, the public safety of all Albertans – both urban and rural – must be upheld by the province through renewed investments from the Government of Alberta toward the Alberta RCMP.

NPF RECOMMENDATIONS

1. **Invest \$80m over three years to hire 400 RCMP officers to meet population growth and future demand**

From 2017-2022, Alberta's population increased by 9.5%. Over the same period, total police personnel increased by 7%. Actual police personnel in 2022 consisted of 8,007 officers, but the authorized strength had been 8,190 personnel total – thereby leaving Albertans short 183 officers across the province.ⁱⁱ For years, the Government of Alberta has not been ensuring that officer strength has been met and made little investments in ensuring it. Investments must match the needs



of 2024 and beyond to ensure that future needs can continue to be met as the province encourages and promotes Alberta’s population growth. By the province’s stated ideal personnel strength of 180 police personnel per 100,000 population, 400 more officer personnel are needed, constituting a 5% increase in the current amount of police personnel.

Further, while the Alberta Crime Severity Index has decreased by 9.5%, demonstrating the outstanding work of our Members, calls for service continue to rise. Between 2017 and 2021, calls for service increased by 8%, from 650,080 in 2017 to 701,126 in 2021.ⁱⁱⁱ All of these factors indicate that a fully resourced Alberta RCMP continues to be necessary for maintaining this effective response across communities.

Polling conducted by the NPF with Pollara Strategic Insights from September 2023 demonstrated that increasing resources for policing was the top public safety priority for Albertans. Increased resources for policing outranked priorities such as increased response times, increased resources for addressing petty crimes, and increased local autonomy in policing. Continued and sustained investment in the Alberta RCMP is necessary to meet current and future demands.

2. \$4m in grant funding to support the implementation of policing committees

Policing committees are a critical function in delivering community-based needs and priorities to those that contract the RCMP as their municipal police service. Through a policing committee, municipal leadership can represent the interests of Council to the officer in charge of the contracted detachment.

Recent changes to the *Police Act* in 2022 have now made it mandatory for municipalities policed by the RCMP to establish their own policing committees, giving them a role in setting policing priorities. Before this, these committees were not mandatory and many communities never established them, creating a disconnect between the RCMP and the community. These committees are another function of local governance and would require that the municipality put yearly funding towards the success of the committee. Many chose not to establish these committees as a way to save money.

The *Police Act* changes establish that communities served by the RCMP with populations over 15,000 must now create their own policing committee. Additionally, communities with populations under 15,000 can choose to be represented by a regional governance body that will make recommendations on policing priorities in the region, or establish their own local policing committee.

While this function should be considered a core component of ensuring municipalities are best able to provide community-based public safety priorities through the RCMP, these committees do not currently receive any investment from the Government of Alberta to support their implementation. The province should fund the creation of these committees for communities over and under

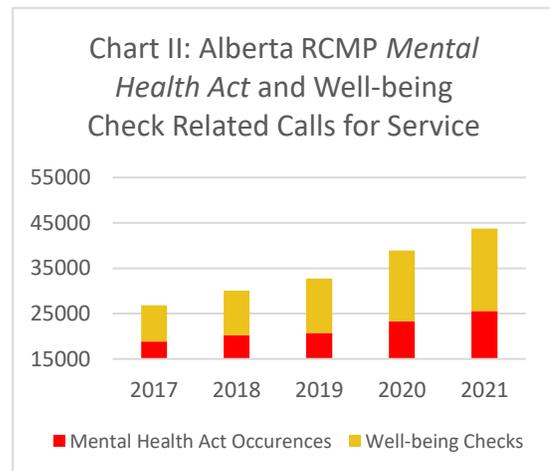
populations of 15,000 who wish to create their own police committee, separate from the regional governance bodies, by providing a commensurate financial investment into these communities.

The Government of Alberta should support the implementation of greater community involvement in their policing services by investing \$4m toward the establishment of policing committees. By investing in municipalities through assisting their launch of these committees, the province can fulsomely demonstrate its commitment to all Albertans having access to policing services that best support their individualized needs.

3. \$4m to expand the Regional Police and Crisis Teams in partnership with Alberta Health Services

The Alberta RCMP have been increasingly called on to fill gaps resulting from significantly decreased funding for mental health and social services. Albertans and our Members want to see more funding for frontline services that help alleviate pressures on vulnerable Canadians and, by extension, the police.

A clear example of this pressure is present in both the increase of mental health calls and well-being checks being done by our Members. In Alberta, from 2017 to 2021, the number of *Mental Health Act* calls and well-being checks have increased by 63% (see Chart II), from a combined total of 26,855 occurrences in 2017 to 43,761 in 2021.^{iv} This means that our Members are spending more time responding to those in mental health crises and less time on core policing duties.



Police calls responding to someone in crisis are not always routine and can vary in complexity. The Alberta RCMP has implemented and expanded the Regional Police and Crisis Teams (RPACT) units across Alberta to address a rising number of calls for service associated with the *Mental Health Act*. RPACT is a collaboration between the Alberta RCMP and Alberta Health Services, pairing Members with mental health professionals to provide a fulsome response to *Mental Health Act* related calls. From its launch in 2011, RPACT has since expanded to various detachments across Alberta, inclusive of Red Deer, Grande Prairie, and Airdrie. Recently, the Alberta RCMP announced that RPACT would be expanding to serve Hinton, Athabasca, Gleichen, Wainwright, and High level in addition to Sundre, Rocky Mountain House, Innisfail, Blackfalds, Rimbey, Sylvan Lake, Drayton Valley, Lake Louise, Banff, Canmore, Cochrane, Airdrie rural, Disbury, Olds, Drumheller, Chestermere, Strathmore, St. Paul, and Coaldale.^v

However, calls for service related to those in crisis are continuing to increase at an alarming rate and more investment into these successful RPACT programs are needed. These investments should be evidence-based and be established in communities who frequently see *Mental Health Act* related calls. Through a total investment of \$4m to expand the RPACTs in Alberta, the province can demonstrate its commitment to providing all Albertans with accessible assistance when they need it.

ⁱ December 2019. Municipalities will pay up as Alberta adds 300 RCMP officers to combat rural crime. Available at: <https://www.cbc.ca/news/canada/edmonton/alberta-rcmp-rural-crime-schweitzer-1.5383062>

ⁱⁱ Statistics Canada. Police personnel and selected crime statistics. Available at: <https://www150.statcan.gc.ca/t1/tbl1/en/tv.action?pid=3510007601&pickMembers%5B0%5D=1.10&cubeTimeFrame.startYear=2018&cubeTimeFrame.endYear=2022&referencePeriods=20180101%2C20220101>

ⁱⁱⁱ Royal Canadian Mounted Police. RCMP Occurrence Report – 2021. Available at: <https://www.rcmp-grc.gc.ca/transparenc/police-info-policieres/calls-appels/occurence-incident/2021/index-eng.htm>

^{iv} Royal Canadian Mounted Police. RCMP Occurrence Report – 2021. Available at: <https://www.rcmp-grc.gc.ca/transparenc/police-info-policieres/calls-appels/occurence-incident/2021/index-eng.htm>

^v March 2023. RCMP's Regional Police and Crisis Teams expanding. Available at: <https://www.mountainviewtoday.ca/sundre-news/rcmps-regional-police-and-crisis-teams-expanding-6589661>

Dear Premier Smith,

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 ask you to include the Alberta RCMP in Budget 2024.

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.

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 ## officers from these new positions. 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.

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.

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.

Sincerely,

Information Released to Council

Tracking Number & Description of Information Released:	Date Released:	Released by:	Municipal File #:
R001.24 – Vilna Solar Project December 2023 Newsletter	Jan. 04'24	Legislative	61-39
R002.24 – Town of Smoky Lake January 2024 Newsletter	Jan. 04'24	Legislative	1-113
R003.24 – RMA President's Update January 2024	Jan. 05'24	Reeve	1-10
R004.24 – RMA Contact Newsletter January 5, 2024	Jan. 09'24	Legislative	1-10
R005.24 – RMA Contact Newsletter January 12, 2024	Jan. 12'24	Legislative	1-10
R006.24 – UCC E-Bulletin January 12, 2024	Jan. 15'24	Legislative	1-209
R007.24 – Pryveet Dance Club Minutes Nov 29 2023	Jan. 16'24	Legislative	ANI Binder
R008.24 – RMA Contact Newsletter January 19, 2024	Jan. 16'24	Legislative	1-10
R009.24 – County Manager's January 2024 Reports	Jan. 22'24	Legislative	N/A
R010.24 - FCM Newsletter January 22, 2024	Jan. 22'24	Legislative	1-152
R011.24 - Minister of Ag & Irrigation - Thank You Letter	Jan. 25'24	Legislative	62-40
R012.24 - RMA Contact Newsletter, January 26, 2024	Jan. 29'24	Legislative	1-10
R013.24 - NSWSA January Newsletter	Feb. 01'24	Legislative	4-35
R014.24 - Aspen View Public Schools Newsletter - January 25	Feb. 01'24	Legislative	17-4
R015.24 - Oil and Gas Outstanding Taxes in Smoky Lake County	Jan. 31'24	Finance	12-44
R016.24 - RMA Contact Newsletter Feb. 2, 2023	Feb. 02'24	Legislative	1-10
R017.24 - FCM Newsletter February 5, 2024	Feb. 06'24	Legislative	1-152
R018.24 - HAK School Newsletter - February 2024	Feb. 07'24	Legislative	17-4
R019.24 - Town of Smoky Lake February 2024 Newsletter	Feb. 07'24	Legislative	1-113
R020.24 - RMA Contact Newsletter Feb. 9, 2024	Feb. 09'24	Legislative	1-10
R021.24 – Gas Alberta Inc. Interim Report Dec 31-2023	Feb. 12'24	Legislative	9-23

**Budget to Actual 2023
Notes As At Feb 13, 2024**

Taxes (net)	<i>Taxes levied were \$12,947,712. This is \$83,000 higher than budgeted due to assessment changes made after tax levy date. The allowance for uncollectable taxes was increased by \$340,419. There are currently \$2.3 million dollars of uncollectable oil and gas taxes.</i>	
Legislative	<i>Council currently has a savings of \$9,000.</i>	
Administration	<i>There are unexpected costs in Salaries, Legal, and Computer costs, however savings in other areas will offset the costs. We were able to earn \$530,000 more in interest than budgeted. This revenue along with unspent consulting and contingency funds will result in a surplus for the admin department of approximately \$600,000</i>	
Communications	<i>Communications will finish the year with a savings of +/- \$20,000</i>	
GIS	<i>GIS will finish the year with a savings of +/- \$10,000</i>	
Other Government Service:	<i>The grants to organizations was overspent by \$12,000, however this is offset by spending less on intermunicipal meetings and promotional supplies.</i>	
	6,000.00 STARS	1,000.00 Kalyna
	500.00 Randy Russ Memorial Race	250.00 Worlds Longest Hockey game for kids
	1,500.00 SL Library	500.00 SL Riding Club
	1,500.00 Anne Chorney Library	1,500.00 Vilna Library
	1,500.00 Threshing Bee	500.00 Archery Nationals
	1,000.00 Minor Hockey Provincials	300.00 Kinnettes Ladies Night
	1,000.00 SL Fire Dept	2,673.32 Stry Uk Cath Rec Soc (rest cov by grant)
	500.00 Ukrainian Day Activity	1,000.00 Vilna & Dist Ag Soc
	350.00 Lac Labiche County	300.00 SL Golf Club
	14,000.00 Waskatenau Curling Club	200.00 Wask Remembrance Day
	100.00 Dart Tournament	200.00 SL Remembrance Day
	240.00 Christmas Hamper	500.00 SL Curling
	1,005.50 SL Legion	
	2,673.32 Ukrainian Orth Soc of Sped	350.00 Holubka Dancers
	<u>41,142.14</u>	
	balance remaining	-12,142.14
	<i>overage funded from MSI grant and Contingency</i>	
Fire Services	<i>Fire fighting costs were higher than expected, unbudgeted costs to replace stolen equipment and lower call revenues will affect the deficit. We do expect funds back from a fire grant, but the amount will not be known until the future. Some MVA and other revenues from 2023 have recently been provided decreasing the expected deficit to +/- \$80,000</i>	
Bylaw	<i>Savings in operational costs should provide a surplus of +/- \$50,000</i>	
Transportation	<i>The Publics works surplus should be +/- \$100,000</i>	
Environmental Services	<i>Water should end the year with a surplus of +/- \$20,000 Sewer +/- \$5,000 . Waste will end with a deficit +/- \$85,000 due to decrease in revenues and additional requirements for ground water monitoring</i>	
FCSS	<i>2023 FCSS funds granted out are:</i>	
	1250 SL Holubka Dancers	3250 SL Library
	1000 SL Legion	1000 Warspite Community Hall
	1000 Vilna Veselka Dancers	2700 Green Thumb/Golden Needles Respect in
	6000 Fire Camp motion 371-23	2000 Sports Victoria Trail Ag
	2500	900 Soc
	93308 Aspenview FSLW	5000 Public Skating
	<u>\$ 119,908.00</u>	<u>-\$ 124.00</u>
	grant remaining	
Planning & Communicator	<i>The planning grants have been reconciled and recorded. They offset the consulting fees resulting in a surplus of \$130,000</i>	
Agriculture Service Board	<i>Ag Services received \$40,000 more in grant revenue than budgeted. This, along with overall savings should result in a +/- \$100,000 surplus</i>	
Economic Development	<i>RCDC development has spent \$21,687 of the \$115,600 budgeted. Dr Recruitment has spent \$14,663 of the \$20,000 there is \$1,000 budgeted for County only Ec Dev and \$0.00 for Victoria District Ec Dev. Minimal activity in RCDC will result in a surplus of +/- \$60,000</i>	

Recreation & Cultural Serv

Recreation should finish the year with a surplus of +/- \$100,000. We budgeted costs to pay a contractor to look after some parks, but were able to find other solutions.

Gas

The Natural Gas Department lost some gas due to leaks this summer. Although costs are on budget, revenues are lower. We are expecting a loss of +/- \$150,000

The odorant has a profit of \$91,253 (\$4,747 less than budgeted)

The CNG program has been cancelled therefore there is no revenue (\$17,000 revenue was budgeted)

The Profits from Natural Gas Distribution are \$400,000 less than budgeted

There were 2 leaks discovered in July . One on TAP 1 and one TAP 2. Based on the Gross Margin from June, the losses likely started in June

	Total Gas Rev	Purchase	Capital	Gross Marg	Profit Marg
2023	\$ 1,863,967.45	-\$ 1,275,933.53	-\$ 118,689.19	\$ 469,344.73	37%
2022	\$ 3,224,440.00	-\$ 2,692,763.00	-\$ 144,974.00	\$ 386,703.00	14%
2021	\$ 2,703,448.00	-\$ 1,942,250.00	-\$ 147,212.00	\$ 613,986.00	32%
2020	\$ 1,975,881.00	-\$ 1,261,073.00	-\$ 149,802.00	\$ 565,006.00	45%
2019	\$ 1,938,495.00	-\$ 1,202,745.00	-\$ 148,785.00	\$ 586,965.00	49%

Accounts Receivable	Total	Current	Over 30 days	Receivables under review
	\$ 203,085.14	\$ 138,278.98	\$ 18,961.50	\$ 45,844.66

Taxes Receivable	Total	2023 o/s	Arrears prior to 2023	Allowance for write off
Percentage of 2023 taxes collected 97%	\$ 2,647,335.03	\$ 367,407.34	\$2,341,871.15	\$ 2,202,904.40

Natural Gas Receivable	Total	Current	Over 90 days
current accounts are overpaid due to budget p	-\$39,948.51	-\$7,709.71	\$ 46,053.99 <i>large credit due to budget payments</i>

Warspite Water Receivable	Total	Current	Over 90 days
	\$ 5,113.75	\$ 2,690.94	\$ 2,089.59

SMOKY LAKE COUNTY
For the Twelve Months Ending December 31,

Municipal Budget to Actual Report				
	YTD ACTUAL	YTD BUDGET	VARIANCE	VAR %
	Period 12	2023		
OPERATING REVENUE				
Taxes				
Farmland & Residential	\$4,140,793	\$4,112,277	(\$28,516)	(0.69%)
Machinery & Equipment	1,279,951	1,380,287	100,336	7.27%
Non - Residential	1,373,459	1,304,804	-68,655	(5.26%)
Linear	6,141,030	5,998,187	-142,843	(2.38%)
Provincial Government	12,479	68,756	56,277	81.85%
Sewer Levy	9,040	9,040	0	(0.00%)
Other Income				
Well Drilling/Drill Rigs	5,101	5,500	399	7.26%
				<i>write down allowance of \$340,000 offsets penalties that won't be collected</i>
Penalties	398,982	85,300	-313,682	(367.74%)
User Fees and Sales of Goods	568,169	595,709	27,540	4.62%
				<i>Maximized cash flow to</i>
Investment Income	811,867	350,000	-548,867	(156.82%)
Development Levies	113,653	58,500	-55,153	(94.28%)
Licenses and Permits	351,542	224,500	-127,042	(56.59%)
				<i>increase interest revenue</i>
				<i>Includes road haul levies</i>
Sales to Other Governments	304,218	342,135	37,917	11.08%
Grants				
Provincial Conditional - Operating	722,562	707,215	-15,347	(2.17%)
CLC	118,657	113,230	-5,427	(4.79%)
				<i>ACP, Ag, MSI Operating, Heritage River</i>
Transfer from Operating Reserve	933,969	913,969	-20,000	(2.19%)
TOTAL OPERATING REVENUE	17,285,472	16,269,409	-1,103,064	(6.78%)
OPERATING EXPENSES				
Salaries, Wages, and Benefits				
Salaries & Wages	6,334,036	6,050,102	-283,934	(4.69%)
Benefits	569,938	1,361,818	791,880	58.15%
WCB	88,979	85,000	-3,979	(4.68%)
Other Wages	4,132	10,000	5,868	58.68%
				<i>Total payroll & benefits savings 500,000</i>
Contracted and General Services				
Mileage	34,037	56,350	22,313	39.60%
Meals and Lodgings	71,110	95,360	24,250	25.43%
Membership & Conference Fees	56,906	59,015	2,109	3.57%
Freight, Express, Postage	35,863	44,450	8,587	19.32%
Telephone & Communication	82,594	99,410	16,816	16.92%
Training	71,863	126,000	54,136	42.97%
Advertising, Printing, Subscriptions	49,114	70,050	20,936	29.89%
Accounting & Auditing	34,371	42,000	7,629	18.16%
				<i>There have been several unplanned issues requiring legal consultation</i>
Legal Fees	52,919	42,500	-10,419	(24.51%)
Assessor Fees	139,870	142,800	2,930	2.05%
Engineering Fees	295,217	299,910	4,693	1.56%
Other Consulting	68,941	62,300	-6,641	(10.66%)
Computer Programming	147,867	148,750	883	0.59%
Insurance	245,426	281,712	36,286	12.88%
				<i>The budget included 1.5 m in bridge replacement which will not take place until 2024</i>
Other Services	1,979,353	3,310,286	1,330,933	40.21%
Materials, Goods, and Utilities				
Office/Food/Janitorial Supplies	76,449	114,237	37,788	33.08%
Fuel/Parts/ Etc	1,363,769	1,406,650	42,881	3.05%
Gravel	607,875		-607,875	0.00%
				<i>gravel taken from inventory</i>

	YTD ACTUAL Period 12	YTD BUDGET 2023	VARIANCE	VAR %	Notes
Chemicals	24,454	50,000	25,546	51.09%	
Computer Supplies	50,323	67,900	17,577	25.89%	
Utilities	179,908	209,079	29,171	13.95%	
Employee Recognition	23,946	26,000	2,054	7.90%	
Other General Supplies	741,303	1,211,040	469,737	38.79%	Road projects cancelled
Transfers to Local Boards & Agencies	339,440	764,865	425,425	55.62%	School funds not advanced
Write Offs	403,556	3,000	-400,556	(13351.86%)	Oil & gas tax write offs
Bank Charges & Interest	5,592	6,000	408	6.80%	
Requisitions	2,571,024	2,574,024	3,000	0.12%	
Contingency		174,526	174,526	100.00%	
Amortization		2,020,300	2,020,300	100.00%	will be recorded with year end
	16,750,175	21,015,434	4,265,258	20.30%	
Total Operations	535,297	-4,746,025	-5,368,322	113.11%	
Capital Funding					
Sale of Capital Assets	101,723	543,800	442,077	81.29%	still waiting for grader, some trucks not returned yet
Provincial Capital Grants	1,167,064	3,303,489	2,136,425	64.67%	bridge projects deferred Some proj will be carried to 2024
Transfer from Reserve	1,177,871	1,825,159	647,288	35.46%	
Capital Funding	2,446,658	5,672,448	3,225,791	56.87%	
Capital Expenses					
Buildings & Land	22,598		-22,598	0.00%	Shop work carried from 2022
Transfer to Reserve	997,250	1,014,000	16,750	1.65%	
Land Improvements	21,489	15,000	-6,489	(43.26%)	Sign overage reported to Council Some proj will be carried to 2024
Equipment	865,207	1,443,155	577,948	40.05%	
Vehicles	484,558	510,304	25,746	5.05%	
	2,391,102	2,982,459	591,358	19.83%	
Total Capital	55,556	2,689,989	2,634,433	97.93%	
Net Profit/Loss	590,853	-2,056,036	-2,733,889	132.97%	
Remove Amortization		2,020,300	2,020,300	100.00%	
Adjusted Surplus (Deficit)	590,853	-35,736	-713,589	1996.89%	

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SMOKY LAKE COUNTY
For the Twelve Months Ending December 31,

Council
Budget to Actual Report

	YTD ACTUAL Period 12	YTD BUDGET 2023	VARIANCE	VAR %
OPERATING REVENUE				
Taxes				
Other Income				
Grants				
OPERATING EXPENSES				
Salaries, Wages, and Benefits				
Salaries & Wages	\$362,618	\$362,348	(\$270)	(0.07%)
Benefits	73,359	72,470	-889	(1.23%)
Contracted and General Services				
Mileage	21,174	25,600	4,426	17.29%
Meals and Lodgings	21,865	20,110	-1,755	(8.73%)
Membership & Conference Fees	15,063	15,215	152	1.00%
Telephone & Communication	6,640	5,000	-1,640	(32.80%)
Other Services		1,500	1,500	100.00%
Materials, Goods, and Utilities				
Office/Food/Janitorial Supplies	501	3,000	2,499	83.29%
Computer Supplies	1,055	6,000	4,945	82.41%
	<u>502,275</u>	<u>511,243</u>	<u>8,967</u>	<u>1.75%</u>
Total Operations	-502,275	-511,243	-8,967	1.75%
Capital Funding				
Capital Expenses				
Net Profit/Loss	-502,275	-511,243	-8,967	1.75%
Adjusted Surplus (Deficit)	-502,275	-511,243	-8,967	1.75%

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SMOKY LAKE COUNTY
For the Twelve Months Ending December 31,

	Natural Gas Budget to Actual Report				Notes
	YTD ACTUAL	YTD BUDGET	VARIANCE	VAR %	
	Period 12	2023			
OPERATING REVENUE					
Taxes					
Other Income					
Penalties	\$24,548	\$6,000	(\$18,548)	(309.14%)	<i>Sold 132,000 less gj of gas & price lower than budgeted</i>
User Fees and Sales of Goods	2,578,322	2,988,520	410,199	13.73%	
Investment Income	87,000	20,000	20,000	100.00%	
Licenses and Permits	5,600		-5,600	0.00%	
Grants					
TOTAL OPERATING REVENUE	2,695,470	3,014,520	406,050	13.47%	
OPERATING EXPENSES					
Salaries, Wages, and Benefits					
Salaries & Wages	768,047	858,549	90,502	10.54%	
Benefits	166,795	194,776	27,981	14.37%	
Contracted and General Services					
Mileage	1,519	3,600	2,081	57.81%	
Meals and Lodgings	14,999	19,500	4,501	23.08%	
Membership & Conference Fees	32,826	36,000	3,174	8.82%	
Freight, Express, Postage	9,836	12,600	2,764	21.93%	
Telephone & Communication	17,090	23,490	6,400	27.25%	
Training	4,378	9,500	5,122	53.91%	
Advertising, Printing, Subscriptions	5,062	2,500	-2,562	(102.49%)	
Accounting & Auditing	14,729	17,000	2,271	13.36%	
Legal Fees		1,000	1,000	100.00%	
Engineering Fees	5,069	7,500	2,431	32.41%	
Other Consulting	1,409	1,200	-209	(17.45%)	
Computer Programing	14,603	20,000	5,397	26.99%	
Insurance	40,773	38,901	-1,872	(4.81%)	
Other Services	31,032	50,850	19,818	38.97%	
Materials, Goods, and Utilities					
Office/Food/Janitorial Supplies	15,168	19,600	4,432	22.61%	
Fuel/Parts/ Etc	81,673	97,000	15,327	15.80%	
Gravel				0.00%	
Computer Supplies	1,219	4,500	3,281	72.90%	
Utilities	11,166	11,620	454	3.90%	
Employee Recognition		3,000	3,000	100.00%	<i>Includes gas purchase</i>
Other General Supplies	1,431,364	1,353,033	-78,331	(5.79%)	
Write Offs	-56		56	0.00%	
Amortization		245,000	245,000	100.00%	
	2,668,701	3,030,719	362,019	11.94%	
Total Operations	26,769	-16,199	44,031	(271.82%)	
Capital Funding					
Sale of Capital Assets		10,000	10,000	100.00%	
Provincial Capital Grants				0.00%	
Transfer from Reserve	148,569	105,500	105,500	100.00%	
Capital Funding	148,569	115,500	115,500	100.00%	
Capital Expenses					
Buildings & Land		140,000	140,000	100.00%	<i>capital charge and line repair budget</i>
Transfer to Reserve	168,689	50,000	50,000	100.00%	
Equipment		22,000	22,000	100.00%	
Vehicles	149,322	73,500	-75,822	(103.16%)	
	318,011	285,500	136,178	47.70%	
Total Capital	-169,442	-170,000	-20,678	12.16%	
Net Profit/Loss	-142,673	-186,199	23,353	(12.54%)	
Remove Amortization		245,000	245,000	100.00%	
Adjusted Surplus (Deficit)	-142,673	58,801	268,353	456.38%	