



SMOKY LAKE COUNTY COUNCIL MEETING AGENDA

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

Virtually <https://video.businessconnect.telus.com/join/016164909> (Meeting ID # 016164909) 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. Council Regular Meeting, January 11, 2024
- 4. Delegation(s):
 - Nil.
- 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. Request to Erect Advertising Billboards on County-Owned Land (*deferred from Jan. 11, 2024*)
 - 7.2. Bylaw No. 1454-24: Off Highway Vehicles (*Handout*)
 - 7.3. Bylaw No. 1455-24: Corridor Regulation
- 8. Chief Administrative Officer (CAO) Report (*provided at the second Council meeting of the month*)
 - Nil
- 9. Council Committee Reports (*provided at the second Council meeting of the month*)
 - Nil
- 10. Correspondence
 - 10.1. Smoky Lake RCMP Detachment:
 - 10.1a Community Policing Report, letter dated January 26, 2024
 - 10.1b Crime Statistics, dated Q4 2019-2023
 - 10.1c Calls for Service Report, dated January - December, 2023
 - 10.2. Alberta Justice Announcement - Empowering Communities to Boost Access to Justice, dated January 30, 2024.
 - 10.3. Federation of Alberta Gas Co-ops Ltd., 2024 Operations & Maintenance (O&M) Audit Notice, dated January 30, 2024
 - 10.4. Municipal Affairs Notice – New Alberta Codes Editions Coming into Force, dated January 2024
 - 10.5. Inside Outside Studios Inc. – 2023 County Map Sales Annual Report, dated January 12, 2024
 - 10.6. NWST Charitable Foundation – Tree Tribe Initiative Proposal for Free Tree Planting, email dated January 23, 2024

- 10.7. Village of Andrew – Letter of Apology to JMD Group LLP Chartered Professional Accountants, letter dated January 20, 2024
- 10.8. Minister of Health – the focus over the next four years is to ensure Albertans have improved access to world class health care, email dated January 26, 2024

11. Information Release

Nil

12. Financial Reports

- 12.1. Financial Statement
- 12.2. Budget to Actual

13. Next Meeting

- 13.1. Schedule a Joint Smoky Lake County and Village of Waskatenau Council Meeting (*deferred from Jan. 25, 2024*)
- 13.2. Schedule future meetings and reconfirm Smoky Lake County Council's scheduled upcoming Meetings are as follows:
 - 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)

14. In Camera (Executive Session)

- 14.1. Legal Issue: Vehicle Damage Claim, under the authority of the FOIP Act Section 24: Advice from Officials
- 14.2. Personnel Issue: Conduct, under FOIP Act Section 24: Advice from Officials, and FOIP Section 27: Privileged Information

15. Adjournment.

SMOKY LAKE COUNTY

Minutes of the **County Council Meeting** held on Thursday, **January 11, 2024**, at 9:00 A.M. held both virtually online and physically in Council Chambers.

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

		ATTENDANCE
<u>Div. No.</u>	<u>Councillor(s)</u>	<u>Thursday, Jan. 11, 2024</u>
1	Dan Gawalko	Present in Chambers
2	Linda Fenerty	Present in Chambers
3	Dominique Cere	Present in Chambers
4	Lorne Halisky	Virtually Present
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:

Comm. Officer	Evonne Zukiwski	Virtually Present
Plan. & Dev. Manager	Jordan Ruegg	Virtually Present
Comm. Peace Officer	Tate Murphy	Virtually Present
Fire Chief	Scott Franchuk	Virtually Present
Ag. Fieldman	Carleigh Danyluk	Virtually Present
Public	1 Member	Virtually Present
Media	No Members	N/A

2. Agenda:

225-24: Cere

That the Smoky Lake County Council Meeting Agenda for Thursday, January 11, 2024, be adopted, as amended:

Additions to the Agenda:

1. Smoky Lake Region Fire & Rescue Committee’s January 9, 2024, Recommendations:
 - a. to provide advocacy direction to Rural Municipalities of Alberta (RMA) through the Resolution Process, and
 - b. explore and consider Municipal Property Tax Incentives relating to firefighters.
2. Allowable Expenses Discussion - brought forward by Linda Fenerty, Deputy Reeve.
3. Smoky Lake RCMP Detachment’s Event: Community Crime Prevention Town Hall Meeting Scheduled for January 16, 2024.

Carried Unanimously.

3. Minutes:

Minutes of December 14, 2023 – Regular Council Meeting & Public Hearing

226-24: Fenerty

That the minutes of the **Smoky Lake County Regular Council Meeting** including the minutes of the **Public Hearing** for Bylaw No. 1453-23: a bylaw 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, held on Thursday, December 14, 2023, be adopted as presented.

Carried.

4. Delegation:

GO EAST of Edmonton Regional Tourism

Present before Council in Chambers from 9:04 a.m. to 9:22 a.m. was Kevin D. Kisilevich, GO EAST of Edmonton Regional Tourism, to request a Municipal Tourism Partnership / Annual Membership for Year-2024 and provide a presentation, with the benefits to the Smoky Lake Region summarized in the following handout:



A Marketing Report for Smoky Lake Region...

Our Analysis of the past year 2023 we have totalled up total traffic views of Smoky Lake region of over 500,000+ through the work of Go East of Edmonton!
(Stats pulled from analytics and insights programs. Travel Guide+Website+Videos+Social media+Digital Marketing, plus Radio and other)

Annual Travel Guide in Print and Online Guide

62,000 copies of Printed Guide yields readership of over 200,000 people
25 pages promote Smoky lake region.
Online guide traffic = over 200,000 pageviews annually.
Specific Smoky Lake region Online guide pageviews = over 47,000 reads/views
Another very successful year of testimonials for the effectiveness of the Travel Guide.

Website promotion of Smoky Lake County region on www.goeastofedmonton.com
(Total traffic to Go East website is over 600,000 pageviews and 300,000 users annually)

Featured Region

<https://goeastofedmonton.com/itineraries-roadtrips/north-east/>

Featured Roadtrip

<https://goeastofedmonton.com/itineraries-roadtrips/hwy-28/>

Community (Webpages) Landing Page -

<https://goeastofedmonton.com/communities/smoky-lake-county/>

also Includes a **Google Map Guide of your Hwy Route**

Website sections promoting Smoky Lake Include:

- Travel Guide and Online Travel Guide
- Festivals & Events, Major Events
- Camping, golfing, outdoor adventures, fishing
- Winter Adventures, Dark Sky viewing
- Attractions
- Indigenous tourism experiences
- Itineraries, roadtrips, communities
- Drink, eat, shop, Business directory
- Place to Stay
- Roadtrip Adventure Game
- Trip Ideas, Stories and itineraries
- Videos

Events...

- Festivals & Events, Events Calendar, Major events- **Over 50 area Events promoted** plus farmers market promoted ongoing monthly. Your major events are always promoted through all of the Travel guide, Website and Social media year round. Lets keep in touch on anything coming up we can promote for you.

#1 Event on the Go East of Edmonton Website – Smoky Lake Pumpkin Fair- over 200,000 views of pages promoting the event!

There is over 100 pages of content of Webpages and specific Smoky lake Content.
- Sourced from over 75 different webpage and blog articles, and featured sections of the website.

Over 100,000 pageviews of direct and indirect traffic for Smoky Lake region in 2023 on the website. Go East Website is the highest traffic, most content for Tourism in the region.

5 Full length Videos promoting Smoky Lake County on the website:

Videos we created that promote Smoky Lake region

Eat, Shop and Stay Smoky Lake video 2023– over 16,000 views so far!
<https://www.facebook.com/GoEastofEdmonton/videos/1478029149684079>

Indigenous Tourism Experiences video 2023
<https://goeastofedmonton.com/things-to-do/indigenous-experiences/>

- Museums East of Edmonton video 2023
- Roadside Attractions East of Edmonton video 2023

Total reach of over 30,000 video views in 2023.

<https://goeastofedmonton.com/videos/>

- Hwy 28 and Northeast Roadtrip video – over 160,000 views to date.

Plus Over 10 Reels and Short Videos- to update and redo.

2023 Roadtrip Game short video Smoky Lake Reel promoted on FB and IG.
<https://www.facebook.com/GoEastofEdmonton/videos/1676588956194169>
Pumpkin Fair and drop reels. Plus these local businesses promoted...
Farmers market, Smoky Lake Inn, Pumpkin Park, Super 8, Great Bear Café, Old Fashioned Bread Bakery, Alpine Prairie Goods, Serben farms, Gofor Liquor, Metis Crossing.
Over 20,000 short video views on FB and IG, (on tik tok = 90,000+ views)

Global Tv Morning Show Live Interview over 100,000 Global Tv Audience
<https://globalnews.ca/video/9901711/new-travel-guide-features-locations-in-eastern-alberta/>

Recent Blog article campaigns

Every year we update, create and promote through Digital Marketing
The website blog search states 44 Articles and blogs promoting Smoky Lake County.
Master link:
<https://goeastofedmonton.com/category/northeast-of-edmonton/smoky-lake-county/>

These are just a few examples of Blog Articles...

- <https://goeastofedmonton.com/roadtrips/your-guide-to-the-smoky-lake-pumpkin-fair-and-things-to-do-in-the-smoky-lake-region/>
- <https://goeastofedmonton.com/outdoor-adventures/water-adventures/12-great-lakes-and-beaches-near-edmonton/>
- [https://goeastofedmonton.com/shopping/get-into-the-christmas-spirit-east-of-edmonton/ \(e-news\)](https://goeastofedmonton.com/shopping/get-into-the-christmas-spirit-east-of-edmonton/)
- <https://goeastofedmonton.com/2023-roadtrip-adventures/go-northeast-on-the-roadtrip-adventure-game-your-guide-to-sticker-stations-much-more-see-roadtrips-2023/>
- <https://goeastofedmonton.com/indigenous-attraction/northeast-indigenous-experiences/>
- <https://goeastofedmonton.com/attractions/melie-crossing/melie-crossing-tops-the-list-of-best-places-to-go-in-alberta/>
- <https://goeastofedmonton.com/attractions/terrace-east-of-edmonton/>
- <https://goeastofedmonton.com/seasons/summer-adventures/super-summer-camping-and-glamping-adventures/>

E-News Monthly Campaigns promoted Smoky Lake area in 2023

Dec, Nov, Oct, Sept, Aug, July, Feb, Jan, (8 specific inclusions about Smoky lake area)
Total Subscribers 9500, with Avg open rate of 45%.
Data for these 8 E-News = over 34,000 views and over 1400 clicks on all content.

Smoky Lake area promoted through these Radio Stations in 2023

- **Country 99**, Lakeland Radio
- **Country 106**, Vegreville and East Central Areas
- **CFCW** and other **Stingray** Interview Talk promotions, June 2023.
- **630 Ched** Radio – campground promotion, July 2023

Minimum of over 30 talk shows promoting events and activities in Smoky Lake area.

Constant Social Media Support for Smoky Lake Region.

(Total followers for Go East social media is over 53,000 reaching 100K to over 500K monthly)

We searched our Insights for Smoky Lake Region and we completed **Over 125** Facebook and Instagram, Tik Tok, posts, reels, stories, shares or Ads since Dec 2022.
Over 150,000 reach for Tik Tok social post types in 2023!

Top posts on Facebook and Instagram:

FB post Oct 7, for Pumpkin Fair 158.5K reach
FB post Sept 23, for Pumpkin Fair 62.5K reach
There is a total of 26 posts that are over 5K in reach during 2023.
These 26 top posts have a reach of over 500,000 !

Over 600,000 total reach for Facebook/Instagram social post types in 2023!

Over 750,000 reach for all Smoky lake social post types in 2023!

Digital Marketing Benefits in 2023

- Full length Video and Reels development
- Blog Article Campaigns, (Top campaigns are Your Guide to the Smoky Lake Pumpkin Fair, and 12 Great Lakes and Beaches near Edmonton)
- Influencer campaigns in 2023- **Promoted and Included Smoky Lake**
- Family Fun Edm & Cgy promoted Roadtrips & Game
- <https://www.familyfuncanada.com/edmonton-go-east-of-edmonton-summer-and-fall/>
- <https://roadtripalberta.com/road-trips-east-of-edmonton/>
- <https://edmontonplaygrounds.net/go-east-of-edmonton-and-win/>
- Increased Social media posts and shares for Smoky Lake region
- Over 10 Boosted Meta Ads during 2023 promoted Smoky Lake region.
- Weekly attention to your upcoming events and activities
- Summer, Fall and Winter events and activities featured and promoted.

Destination Marketing benefited your community as a top destination with our campaigns of Billboards Edmonton, Radio, Global TV ads, Facebook and IG Ads, Google Ads, etc.

- A focus of ads on Camping, Golfing, Events, etc plus Roadtrips and Roadtrip Adventure Game.
- **(Value of Digital Marketing promoting your community is over \$5000 in 2023)**

Roadtrip Adventure Game Growth in 2023

Lucky 7 was the sticker station and had increased visitors in 2023. They stated lots of people came and some made in store purchases. **Many new visitors came through as well as comments that many would have never come to Smoky lake if not for the Go East game.**

Overall the Game saw a 40% increase around the region with some locations doubling their visitors and well **over \$150,000 in monies spent** around the Go east region.
It is recommended for all Communities to continue to participate for 2024 as it is growing and **guaranteed to bring new visitors to your region.**

Other Marketing and Operator Training in 2023

Feb 2023 Edmonton RV show side by side
March 2023 Go East Digital Marketing Conference- local businesses attended at a reduced rate.
October 2023, Smoky Lake Pumpkin Fair- On location social media Promotion attended by Go East Team member Jolene K.

Total value of Go East of Edmonton Marketing and Support to Smoky Lake region is over \$10,000 in 2023.

More than a 3 to 1 leverage and an Outstanding ROI !

We know this report will be helpful to you and we look forward to continuing to promote you for 2024.

If you have any questions, contact us, thanks, Kevin Kisilevich, kevin.goeast@gmail.com

GO EAST of Edmonton Regional Tourism - Year-2024 Advertising Renewal

227-24: Fenerty

That Smoky Lake County Council approve a Municipal Tourism Partnership / Annual Membership to Go East Regional Tourism Organization, in the amount of \$400.00, as per their invoice #1648, dated January 1, 2024.

Carried.

GO EAST of Edmonton Regional Tourism – Delegation Presentation

228-24: Gawalko

That Smoky Lake County Council accept the presentation from the January 11, 2024, Delegation: Kevin D. Kisilevich, GO EAST of Edmonton Regional Tourism, for information.

Carried.

Delegation: Kevin D. Kisilevich, GO EAST of Edmonton Regional Tourism, left the meeting, time 9:23 a.m.

5. Public Hearing:

Nil.

7. Request for Decision:

Trail Twisters Application for Roadway License Agreement RLA-002-23

229-24: Halisky That Smoky Lake County Council approve the Roadway License Agreement RLA-002-23, with the Smoky Lake Trail Twisters Snowmobile Club for the purpose of utilizing portions of the undeveloped road allowance along Range Road 171, between Township Road 595A & Township Road 621, which will form part of the Recreational Trail Roadway License Agreement, for the purposes of snowmobiling, for a twenty (20) year term: January 11, 2024, expiring on January 11, 2044, unless otherwise terminated sooner.

Carried.

Northern and Regional Economic Development (NRED) Program

230-24: Serben That Smoky Lake County acknowledge the Agenda Item titled: "2023-24 Northern and Regional Economic Development (NRED) Program" was deferred by Council on November 23, 2023 and then deferred again on December 14, 2023, and acknowledge the application intake closed on December 20, 2023, therefore there will be no further pursuit of applying for the 2023-24 NRED program.

Carried.

Advertising Billboards on County-Owned Land

231-24: Cere That Smoky Lake County Council **grant permission** to Brock Boards to erect advertising billboards on the County-Owned lands legally described as PT. SW 27-59-17-W4M, **subject to** entering into an advertising agreement with Smoky Lake County receiving 25% of the revenue generated by the said billboards.

Carried.

5 Members of the Public, virtually joined the meeting, time 9:47 am

Fence Removal Compensation on County-Owned Leased Land

232-24: Serben That Smoky Lake County Council **deny** the request for compensation related to the installation and/or removal of fencing on the lands legally described as NE 23-60-13-W4M, as per the conditions of the Surface Lease Agreement, which was entered into between Smoky Lake County and Walter & Sheryl Mazur, pursuant to Bylaw 1214-10.

Carried.

Offer to Purchase County-Owned Land PT. SE-09-58-15-W4M

233-24: Halisky That Smoky Lake County agree to sell the lands legally described as PT. SE-09-58-15-4W, containing +/- 20.04 acres (+/- 8.10 hectares), to Raymond Serafinchon, in the amount of \$50,000.00 + GST, for a total sale price in the amount of \$52,500.00, and execute an Agreement to Purchase with Mr. Serafinchon, pursuant to Smoky Lake County Policy Statement No. 61-10: Disposition of County-Owned Property.

Carried.

Policy Statement No. 62-12-04: Clubroot

234-24: Fenerty

That Smoky Lake County Policy Statement No. 62-12-04: Clubroot, be amended, as recommended by Smoky Lake County’s Agricultural Service Board on December 12, 2023, Motion #07-23:

Title: Clubroot		Policy No.: 12-04
Section: 62	Code: P-S	Page No.: 1 of 9 E
Legislation Reference: Alberta Provincial Statutes		
Purpose:	To recognize that Clubroot is a serious problem and Smoky Lake County supports the agricultural community to help minimize the spread of Clubroot which is a pest under the <i>Agricultural Pest Act</i> .	
Policy Statement and Guidelines:		
1. DEFINITION:		
1.1 "Clubroot" is a disease of canola, mustard and other crops in the cabbage family (<i>Cruciferae</i>), caused by a parasite of plants (<i>Plasmodiophora brassicae</i>) that lives in the soil and characterized by knobby or club-shaped swellings on the roots and premature wilting, yellowing, and stunted growth of aboveground parts.		
2. BACKGROUND:		
2.1 Clubroot can spread through spores in the soil or in cruciferous plant material containing galls such as Canola, Mustard, Flixweed, Sherperd’s purse, Stinkweed. Resting spores are extremely long lived, surviving in soil for up to 20 years; and are most likely to spread via contaminated soil carried from field to field by equipment. Tillage equipment represents the greatest risk of spreading the disease as soil is frequently carried on shovels and discs from field to field.		
3. OBJECTIVE:		
3.1 To minimize the spread and build-up of Clubroot in canola fields through education and awareness.		
3.2 To prevent economic loss by employing a Clubroot Management Agreement between agricultural producers who have confirmed Clubroot fields within Smoky Lake County.		
4. STATEMENT:		
4.1 The Agricultural Service Board, under the authority of the <i>Agricultural Pest Act</i> , will undertake the following measures to assist in the minimization of Clubroot in canola.		
4.1.1 Perform random testing of susceptible crops and confirm suspected infestations through laboratory testing (PCR).		

Title: Clubroot		Policy No.: 12-04
Section: 62	Code: P-S	Page No.: 2 of 9 E
Policy Statement and Guidelines:		
4.1.2 Advertise Public Awareness of County’s random testing program.		
4.1.3 Implement a Clubroot Management Agreement with agricultural producers based on the Canola Council of Canada Clubroot management recommendations and research.		
5. SURVEY PROCEDURE:		
5.1 Clubroot disease development is favored by wet and acidic soil conditions and is mainly spread by movement of soil and infected plant material, as well as run-off water carrying soil.		
5.2 Symptoms: The spores infect the roots of susceptible hosts, causing the formation of club-shaped galls or swellings that restrict the uptake of water and nutrients by the plant. Above-ground symptoms include yellowing, stunting, premature, ripening and wilting of plants.		
5.3 Equipment and Materials needed: Clipboard, record sheets, hand towel, garden shears, Ziploc bags, 5% bleach solution, Plastic tray or pail, disposable boot covers, GPS Unit.		
5.4 Clubroot field inspections will be conducted randomly by the appointed agricultural pest inspectors.		
5.5 Agricultural Services Department Clubroot survey methods, reporting form and calculation of disease incidence will follow standard protocols as recommended by the Alberta Clubroot Management, as per Schedule "A": Clubroot Survey Form . The standard survey method is as follows: Scout for Clubroot by visually inspecting canola/mustard/cole crop roots for galls. As symptoms may take 6-8 weeks to develop, they are most detectable later in the summer (late July or August). Do not drive into field or access, but park on the road whenever possible.		
5.5.1 Put on new disposable boot covers. Survey the field in a "W" pattern, sampling 10 plants at each of 10 equally spaced sites along the arms of the W. Begin 30 m to the right of the field access. 10 m from field edge and allow 100 m between sampling points.		

Title: Clubroot	Policy No.: 12-04
Section: 62	Code: P-S
Page No.: 3 of 9 E	

Policy Statement and Guidelines:

- 5.5.2 At each sample site, dig up roots from 10 plants and shake off excess soil. Examine roots for presence of galls. Record sample site location and findings on Clubroot survey form. Fields where infection is found or suspected, collect 5 – 10 root specimens, by cutting off stems and placing roots in a Ziploc bag labeled with field location and date surveyed. Retain sample for submission to lab for confirmation.
- 5.5.3 Prior to leaving potentially infested field, discard disposable boot covers into garbage bag and incinerate later. Disinfect sampling tools with bleach solution.

6. NOTIFICATION PROCESS:

- 6.1 When land is verified positive for Clubroot, the landowner will be **notified via phone and in writing**, as per **Schedule "B": Notification To Landowner Of Clubroot** if an agricultural producer is found not adhering to their Clubroot Management Checklist a legal notice in accordance with the Province of Alberta *Agricultural Pest Act*, as per **Schedule "C": Legal Notice To Control Pests** may be issued. Agricultural producers will be required to meet with the Agricultural Fieldman within 60 days of receiving the letter and complete **Schedule "D" Clubroot Management Checklist**.
- 6.2 If a host crop is sown on land that has Clubroot and a notice has been issued on this property restricting the growth of host crops, the host crop shall be destroyed.



SCHEDULE "A"
AGRICULTURAL SERVICE BOARD CLUBROOT SURVEY FORM

Surveyor name: _____

Municipality: Smoky Lake County

Field location: (Legal Property): _____
Section Quarter Township range Median

Name of producer farming that field: _____

Date surveyed: _____

Crop Cultivar: _____

Previous crops: _____

Article 1. Survey results
 Strictly according to protocol (sample 10 plants at each of 10 sites using W pattern).

Clubroot Found

Yes

No

N

of positive sites / 10: _____

Lab Test Confirmation: _____

Additional Comments: _____

Draw map of field and landmarks with sampling points

Inspector _____ Date: _____



SCHEDULE "B"
NOTIFICATION TO LANDOWNER OF CLUBROOT



Date:

Dear Agricultural Producer,

RE: Random Clubroot Survey Results

During Smoky Lake County's annual Clubroot surveying program, we have identified Clubroot on the **Legal Land Description**. Please note Clubroot is a serious disease affecting canola, if the disease is not managed properly it will continue to spread and overtime severely decrease yield in future canola crops. Smoky Lake County holds the right to issue a Clubroot Notice restricting the growth of canola, but we much prefer to work with producers first. Attached to this letter is a Clubroot Management Plan of Alberta, along with the 2020 seed lab report confirming the presence of Clubroot, and a Clubroot Management Checklist that **MUST** be returned to Smoky Lake County's Office within **60 days** of this letter being issued. This Clubroot Management Checklist must be reviewed and signed off by the Agricultural Fieldman.

Please understand we want to work with agricultural producers first and foremost, as we are here to provide support to the Agricultural Community as a whole. You are required to notify any renter or lease holders of this property if you are not currently farming the property yourself.

If you have any questions with any of the attached information or forms, please do not hesitate to contact me directly.

Sincerely,

Agricultural Fieldman

Section 62

Policy 12-04

SCHEDULE "C"

LEGAL NOTICE TO CONTROL PESTS

Agricultural Pests Act
Section 6(1) - Form 2

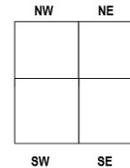
PEST AND NUISANCE CONTROL REGULATION

To: Name: _____

MAILING ADDRESS: _____
Box City or Town Postal Code

You are hereby notified that the _____ quarter of section _____ township _____ range _____ west of the 4th meridian, Alberta, as indicated on the diagram below, contains Clubroot, which has been declared a pest by the **Pest and Nuisance Control Regulation** made under the **Agricultural Pests Act**, and you are directed to take the following measures:

- Do not plant canola on _____
Legal Property
until _____
Year.
- Keep _____
Legal Property
free of volunteer canola, wild mustard and shepherds purse or any other host vegetation.
- Use direct seeding and any soil conservation practices to minimize soil movement.
- Clean soil and crop debris from field equipment before entering or leaving all fields.
- Avoid the use of straw, hay, greenfeed, silage or manure from the _____
Legal Property



IMMEDIATE CORRECTIVE ACTIONS: _____

TO BE COMPLETED BY: _____

All of the above measures must be completed within _____ years from the date of issue of this notice, failing this action may be taken in accordance with the legislation referred to above.

This notice is issued under Section 12(1) of the *Agricultural Pests Act*. An appeal against this notice may be served on the municipal secretary, accompanied by a deposit of **\$100.00**, before the expiry of the time stated above or the period of 10 days from service of the notice, whichever expiry date occurs first and otherwise made in accordance with the *Agricultural Pests Act*.

Date of Issue
c.c. Renter/Leasee (if different from the Landowner)

Inspector - Smoky Lake County
Telephone Number: 780-656-3730

Section 62

Policy 12-04

SCHEDULE "D"

Clubroot Management Checklist



This Clubroot Management Agreement is for developing a proactive management plan with the help of a Certified-Crop-Advisor or Agriologist to reduce or keep spore levels low and to minimize yield loss due to Clubroot.

For each section below, please fill out all required information for all management strategies. The strategies listed as **Recommended** are the minimum requirements that Smoky Lake County suggests. Additional strategies can be included wherever feasible and possible. For in depth information on Clubroot management strategies, please refer to the Alberta Clubroot Management Plan, the Alberta Canola Council or your professional advisor.

Agricultural Producer Information

Date: _____

Landowner or Lease Holder Name: _____

Field location: (Legal Property): _____
Section Quarter Township Range Median

Field location: (Legal Property): _____
Section Quarter Township Range Median

Part 1: Crop Rotation

Crop Rotation has proven to lower spore loads in the soil with a minimum of a three year rotation. Longer rotations are encouraged in fields with high disease severity.

Indicate which crop rotation interval will be followed:

- Three-year rotation (two year break) **Recommended**
- Four-year rotation (three year break)
- Perennial forage crop for more than two years
- Other- please indicate _____

Section 62

Policy 12-04

Part 2: Variety Selection

Select all strategies that will be used:

- Only Clubroot-resistant varieties in Clubroot confirmed fields will be grown **Recommended**
- Use of Clubroot-resistant varieties in all canola fields
- Rotating Clubroot varieties with multi-genetics varieties
- Seeding Canola earlier

Part 3: Weed Management

Select all weed management strategies that will be used:

- Control of volunteer crops including: Canola, Camelina, Mustard or other Clubroot susceptible hosts **Recommended**
- Control of cruciferous weeds throughout all rotations **Recommended**
- Rotating herbicide programs within Canola varieties ex. Liberty, Roundup, Clearfield

Part 4: Small Clubroot Patch Management

- Hand pulling and safely disposing of all Clubroot-infected plants
- Liming of soil in Clubroot-infected patches to increase pH 7.3
- Soil testing to monitor Clubroot spore levels
- Seeding known Clubroot patches last

Part 5: Reducing Soil Movement

Please indicate all the ways that soil movement will be minimized:

- Seed grass in the field entry way to reduce spore or as an area for cleaning equipment
- Create separate entrance and exits away from existing field entrances
- Remove large clumps of soil from equipment
- Wash and sanitize with bleach when possible
- Visit Clubroot infected fields last
- Require others (industry) to implement a biosecurity protocol
- Use of soil conservation practices, such as zero till or minimum tillage- **Recommended**
- Minimize traffic in fields, especially during wet conditions
- Discourage recreational vehicles from crossing land with signage, fencing and gates

Section 62 Policy 12-04

Part 6: Disclosure of Clubroot Infestation and Biosecurity

- Notification of all occupants, renter and easement holders who have access to land- **Required**
- Notification and disclosure to contracted services and or other parties accessing the land- **Required**
- Disclosure that Clubroot is present to when the land is sold or rented to other parties

Part 7: Clubroot Scouting and Monitoring

- Continued monitoring of spore levels in soil and scouting for visible symptoms on plants in fields that have confirmed clubroot
- Continued scouting in other fields rented or owned

Part 8: Declaration

I declare that I have answered the above to the best of my ability and will adhere to the required clubroot management strategies, as a minimum, to keep Clubroot spore levels low.

Landowner/Renters Signature: _____ Date: _____

Agricultural Fieldman Signature: _____ Date: _____

Please return this agreement to the Smoky Lake County office within 60 days of receiving your Clubroot notification letter. For further information regarding this matter please contact the Agricultural Services Department at (780) 656-3730.

Physical Address: 4612 McDougall Drive
Smoky Lake, AB Mailing Address: Box 310
Smoky Lake, AB
TOA 3C0

Carried.

Alberta Invasive Species Council Membership

235-24: Cere

That Smoky Lake County sponsor a bronze membership in the amount of \$1,000.00 to Alberta Invasive Species Council, as recommended by Smoky Lake County’s Agricultural Service Board, on December 12, 2023, per Motion #ASB16-23, in response to the letter received from Megan Evans, Executive Director, Alberta Invasive Species Council, dated November 23, 2023.

Carried.

Grazing School for Women Sponsorship

236-24: Cere

That Smoky Lake County Council approve to sponsor “The Original Grazing School for Woman” event scheduled for Saturday, March 2, 2024, in the amount of \$500.00, payable to Grazing School for Women, allocated from the Agricultural Service Board’s extension budget.

Carried.

One Member of the Public entered Council Chambers, time 10:03 a.m.

LARA Public-at-Large Members from Smoky Lake County: Barb Shapka and Amanda Fischer; and Carleigh Danyluk, Agricultural Fieldman, entered Council Chambers, time 10:15 a.m.

4. Delegation:

Lakeland Agricultural Research Association (LARA)

Virtually present before the Smoky Lake County Council from 10:17 a.m. to 11:01 a.m., was Alyssa Krawchuk, Executive Director, Lakeland Agricultural Research Association (LARA), to provide a slide presentation, including general information about LARA and information specific to Smoky Lake County, including but not limited to the following points:

- LARA has provided nine years of agricultural research and extension in Smoky Lake County.

- Smoky Lake County has 398 farms, with a 1,000-acre average farm size, and over 400,000 acres of land in agricultural use.
- The County's \$55,000 of Municipal funding contribution is used to leverage 80% more (or \$220,000) grant funding to LARA from provincial, federal and industry grants.
- LARA's 2024 budget is \$918,250.
- Municipal funding allows for all County agriculture producers to be members of LARA at no charge to the producer.
- Over the nine years of support from Smoky Lake County, LARA completed:
 - 3,085 Small Plots (average of 342 per year)
 - 34 Events Hosted (average 5 per year over 7 years)
 - 34 Webinars Hosted (average of 11 per year over 3 years)
 - 34 Webinars Hosted (average of 11 per year over 3 years)
 - Assisted 405 Producers One-On-One
 - 47 Environmental Farms Plans

Delegation Information from Lakeland Agricultural Research Association (LARA)

237-24: Cere

That Smoky Lake County Council acknowledge receipt of the information received from the January 11, 2024, Delegation: Alyssa Krawchuk, Executive Director, Lakeland Agricultural Research Association (LARA), in respect to the value of LARA to Smoky Lake County.

Carried.

LARA Public-at-Large members from Smoky Lake County being: Barb Shapka and Amanda Fischer, and one Member of the Public left Council Chambers, time 11:01 a.m.

Lakeland Agricultural Research Association - Funding

238-24: Serben

That Smoky Lake County Council defer the recommendation made by the Agricultural Service Board (ASB) on December 12, 2023: *“that Smoky Lake County 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).”* back to the ASB, and provide the ASB the information received from the County's January 11, 2024, Delegation: Delegation: Alyssa Krawchuk, Executive Director, Lakeland Agricultural Research Association (LARA).

Carried.

Lakeland Agricultural Research Association – Request for Information

239-24: Halisky

That Smoky Lake County Council make a request for information from Alyssa Krawchuk, Executive Director, Lakeland Agricultural Research Association (LARA), to provide a detailed report of what it would cost Smoky Lake County to fund individual producer memberships with **full** LARA benefits, up to a total Municipal Funding maximum in the amount of \$55,000.00, to be brought forward to the next Smoky Lake County Agricultural Service Board (ASB) as additional information.

Carried.

Alyssa Krawchuk, Executive Director, Lakeland Agricultural Research Association (LARA), left the meeting, time 11:30 a.m.

Carleigh Danyluk, Agricultural Fieldman, entered Council Chambers, time 10:30 a.m.

11:31 to 11:34 a.m.

Public Question and Answer Period:

Member of the Public, Hank Holowaychuk, questioned: Do you realize the seriousness of the lack of service for emergency response? Move forward with TSI [*Transitional Solutions Inc.*] and address the severe lack of firefighters in the region.

Reeve, Jered Serben, answered: Yes, we do; the lack of firefighters is not an issue that is specific to the County, it is across the province and the country. We are working on it; it takes a lot of time, effort, and people to fix this major issue – we will continue to work on it until the issue is resolved.

Alberta Indigenous & Municipal Police Transition Grant Program - Application

240-24: Fenerty That Smoky Lake County 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.

Carried.

Property Tax Payment Plan & Penalty Waive Request for Tax Roll #19600810

241-24: Cere
DEFEATED That Smoky Lake County Council approve to write off penalties in the amount of \$781.77 and approve to waive any penalties applied on March 1, 2024, for Property Tax Roll #19600810, subject to entering into payment plan in the amount of \$600.00 per month, until the property is reassessed, as requested in the letter from the Board of the Gathering Place Co-op, dated December 19, 2023.

DEFEATED.

Property Tax Payment Plan for Tax Roll #19600810

242-24: Halisky That Smoky Lake County Council agree to enter into a payment plan with the Owner of Property Tax Roll #19600810, commencing in January 2024, with a monthly payment in the amount of \$600.00 to be received by the County every consecutive month until the said tax roll's balance in the amount of \$7,296.50 plus any future penalties, are paid off in-full.

Carried.

Property Tax Penalties – Request to Waive on Tax Roll #40310202

243-24: Cere
DEFEATED That Smoky Lake County Council approve to write off penalties in the amount of \$315.97, on Property Tax Roll #40310202, as requested in the letter from GLENED Holdings Ltd., dated December 22, 2023.

DEFEATED.

Property Tax Penalties – Request to Waive on Tax Roll #40310202

244-24: Halisky That Smoky Lake County Council **deny** the request to write off penalties in the amount of \$315.97, on Property Tax Roll #40310202, as requested in the letter from GLENED Holdings Ltd., dated December 22, 2023.

Carried.

Smoky Lake Stars U7 Minor Hockey - Request for Donation

245-24: Serben That Smoky Lake County Council **approve** to provide funds in the amount of \$250.00, allocated from the Grants to Individuals and Organizations budget, to the Smoky Lake Stars U7 Minor Hockey team, towards team welcome baskets for their annual hockey tournament, scheduled for January 13, 2024, being held in the Town of Smoky Lake.

Carried.

Family and Community Support Services (FCSS) Grant Applications

246-24: Halisky 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:

Community Group	Eligibility	Funding
Village of Waskatenau Library Board	2024 Board Game Program	\$1,706.00

Carried.

247-24: Serben 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:

Community Group	Eligibility	Funding
Vilna & District Agricultural Society	Volunteer Appreciation Dinner	\$1,875.00

Carried.

Cost of Living Allowance (COLA) for Elected Officials

248-24: Cere That Smoky Lake County Council **approve to not receive** any Cost of Living (COLA) increment in Year-2024; in accordance with Policy Statement No. 08-18-07: Council Remuneration and Expenses, Section 3.1.2: *“Effective January 1st of each year, a Cost of Living increment rate (as established in the Statistics Canada – Consumer Price Index for the province of Alberta in the month of October from the previous year), will be automatically applied to Elected Officials salaries or R.R.S.P. unless a motion of Council determines otherwise.”*

Carried.

**Meeting Recessed
Meeting Reconvened**

Meeting recessed for Lunch, time 12:13 p.m.
The meeting reconvened on a call to order by the Reeve at 1:01 p.m. in the physical (or virtual) presence of all Council Members, Interim Chief Administrative Officer, Executive Services Clerk, Finance Manager, Planning & Development Manager, GIS Operator, Communications Officer, Natural Gas Manager, Fire Chief, Community Peace Officer, and 3 Members of the Public.

Rural Municipalities of Alberta RMA Annual Spring Convention

249-24: Fenerty That Smoky Lake County Council and relevant administration who can attend – attend the (Rural Municipalities of Alberta) RMA Year-2024 Spring Convention, scheduled for March 18 to 20, 2024, to be held at the Edmonton Convention Centre, in Edmonton.

Carried.

Rural Municipalities of Alberta RMA Annual Spring Convention Meetings with Ministers

250-24: Halisky That Smoky Lake County Council seek meetings on the sidelines of the (Rural Municipalities of Alberta) RMA Spring Convention, scheduled for March 18-20, 2024, or at any time and place as soon as practicable thereafter, to discuss advocacy for issues specific to the County with the Minister from each respective Provincial Ministry as follows:

- Agriculture and Irrigation,
- Health,
- Public Safety and Emergency Services,
- Seniors, Community and Social Services,
- Mental Health and Addiction, and
- Transportation and Economic Corridors.

Carried.

Federation of Canadian Municipalities FCM Membership 2024-2025

251-24: Cere That Smoky Lake County renew the Federation of Canadian Municipalities (FCM) membership for Year 2024-2025 in the amount of \$808.73 as per invoice number INV-38694-H9S5D1, dated December 13, 2023, with per capita dues calculated on the County's population of 2,517.

Carried.

Alberta Health Services Temporary Closures to Smoky Lake's Emergency Room

252-24: Cere 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.

Carried.

Addition to the Agenda:

Regional Fire & Rescue

253-24: Gawalko That the Smoky Lake County proceed as recommend by the Smoky Lake County Region Fire & Rescue Committee, by their January 9, 2024, Motion #07-24, to provide advocacy direction to the Rural Municipalities of Alberta (RMA) in accordance with RMA's resolution process, and with notification of same to the Alberta Fire Chief Association, for the purpose of bringing forward a Resolution to address "Declining Fire Department Services Across Rural Alberta",

Whereas, provincial Fire Services Training Program funding be increased for rural firefighter training, and

Whereas, the Canada Revenue Agency's (CRA) volunteer firefighter tax credit be increased from \$3,000 to \$10,000 (and modernize the CRA's definition of volunteer firefighter to help retain firefighters), and

Whereas, the fire underwriter's insurance review their mandated equipment replacement parameters to accommodate rural firefighting apparatuses and equipment; and

Whereas, the federal government reinstate a modernized version of the former Joint Emergency Preparedness Program (JEPP) for fire/emergency training and equipment.

Carried.

Councillor Lorne Halisky virtually left the meeting, time 1:30 p.m.

Firefighter Recruitment & Retention – Incentives

254-24: Serben That Smoky Lake County research how many municipalities provide incentives relating to firefighters living and serving within their region; and research a "grid per hour wage incentive" as a possible option in response to the Smoky Lake Region Fire and Rescue Committee's January 9, 2024, Motion #08-24 recommendation for each respective Municipality explore and consider Municipal Property Tax Incentives relating to firefighters living and serving within the Smoky Lake Region, such as a reduction in Municipal Property Tax for businesses who employ local firefighters.

Carried.

8. Interim Chief Administrative Officer's Report:

Nil.

9. Council Committee Reports:

Nil.

10. Correspondence:

Lakeland Industry & Community Association - Indoor air Quality Testing

255-24: Cere

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.

Carried.

2023-24 Alberta Community Partnership (ACP) Grant Approval - Smoky Lake County

256-24: Gawalko

That Smoky Lake County acknowledge receipt of the letter received from the Minister of Municipal Affairs, dated December 19, 2023, announcing approval of funding from the Alberta Community Partnership (ACP) 2023-24 grant to **Smoky Lake County, as the managing partner**, in partnership with the Town of Smoky Lake, the Village of Waskatenau and the Village of Vilna, under the Intermunicipal Collaboration Stream, in the amount of **\$99,900.00**, in support of the **Smoky Lake Region Municipal Land Use Suitability Tool (MLUST)** project.

Carried.

2023-24 Alberta Community Partnership (ACP) Grant Approval - Village of Vilna

257-24: Fenerty

That Smoky Lake County acknowledge receipt of the letter received from the Minister of Municipal Affairs, dated December 19, 2023, announcing approval of funding from the Alberta Community Partnership (ACP) 2023-24 grant to the **Village of Vilna, as the managing partner**, in partnership with Smoky Lake County, Town of Smoky Lake, and Village of Waskatenau, under the Intermunicipal Collaboration Stream, in the amount of **\$200,000.00**, in support of the **Smoky Lake Regional Water and Wastewater Infrastructure** project.

Carried.

2023-24 Alberta Community Partnership (ACP) Grant Approval - Village of Waskatenau

258-24: Fenerty

That Smoky Lake County acknowledge receipt of the letter received from the Minister of Municipal Affairs, dated December 19, 2023, announcing 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.

Carried.

Minister of Environment & Protected Areas - Preparations for Drought in 2024

259-24: Serben

That Smoky Lake County create a plan to use less water in Year-2024, in response to the letter from the Minister of Environment & Protected Areas, received on December 20, 2023, requesting municipalities to undertake preparations for drought in year-2024 to:

- “1. Initiate efforts to monitor water supply infrastructure proactively, paying particular attention to water intake relative to water levels.
2. Begin a review of the terms of your municipality’s water licence so you are aware of any conditions that may limit your ability to withdraw water during a drought.
3. Alert municipal water managers to prepare to be engaged with officials from the Drought Command Team, should conditions within your municipal water licence need to be triggered.
4. Develop a water shortage plan so your municipality is prepared to respond if water availability decreases.”

Carried.

Local Government Fiscal Framework (LGFF)

260-24: Cere

That Smoky Lake County acknowledge receipt of the letter received from the Minister of Municipal Affairs, dated December 15, 2023, announcing the launch of the Local Government Fiscal Framework (LGFF), to ensure no community experiences a year-over-year decrease from capital funding allocated under the Municipal Sustainability Initiative (MSI) in 2023.

Carried.

Minister of Environment & Climate Change - N. Sask. River - Canadian Heritage River

261-24: Fenerty

That Smoky Lake County acknowledge receipt of the copied letter from the Minister of Environment & Climate Change, dated January 2, 2024, to Brazeau County, confirming the North Saskatchewan River’s nomination as a Canadian Heritage River, is purely honorific and the designation carries no legal or regulatory powers.

Carried.

Minister of Municipal Affairs - Assessment Model Review for Oil & Gas Property Tax

262-24: Serben

That Smoky Lake County **acknowledge receipt** of the letter received from the Minister of Municipal Affairs, stamped December 22, 2023, in respect to the Assessment Model Review for Oil & Gas Property Tax; **and respond** to the said letter to express concerns with the measures implemented to support the viability of mature oil and gas assets to bridge the implementation of the said Model and the financial hindrance it will cause Municipalities; and copy the response letter to the Minister of Energy & Minerals, MLA for Athabasca-Barrhead-Westlock Constituency, and President of Rural Municipalities of Alberta (RMA).

Carried.

Addition to the Agenda:

Smoky Lake RCMP Detachment’s Community Engagement: Crime Prevention Townhall

263-24: Gawalko

That Smoky Lake County Council who can attend – attend the Smoky Lake RCMP Detachment’s Community Engagement for Crime Prevention, Townhall scheduled for January 16, 2024, to be held at the National Hall, in the Town of Smoky Lake.

Carried.

11. Information Releases:

Nil.

12. Financial Reports:

Financial Statements

As annexed to the minutes:

↳ Financial Statement for the months of: **November 2023.**

Assessment Model Review for Oil & Gas Property Tax – Letter of Concern

264-24: Serben That Smoky Lake County provide specific statistics and assessment data from the County’s records within the letter of concern to the Minister of Municipal Affairs, further to the January 11, 2024, Council Motion # 262-24, to write a letter to the Minister of Municipal Affairs to express concerns with the measures implemented to support the viability of mature oil and gas assets to bridge the implementation of the said Model and the financial hindrance it will cause Municipalities.

Carried.

Budget to Actual Report

265-24: Gawalko That Smoky Lake County’s Budget to Actual financial report as at December 4, 2023, be accepted for information.

Carried.

Financial Statement

266-24: Gawalko That Smoky Lake County’s Financial Statement report as at November 14, 2023, be accepted for information.

Carried.

Addition to the Agenda

Allowable Expenses

267-24: Fenerty That Smoky Lake County Council **defer** the January 11, 2024, addition to the agenda brought forward by Councillor Fenerty’s stated as: “Allowable Expenses”, to the next County Council Meeting.

Carried.

13. Next Meeting(s):

Scheduled County Council Committee of the Whole Meeting - Planning

268-24: Cere That the next Smoky Lake County Council Committee of the Whole for the Purpose of Planning, be scheduled on one of the following dates: Thursday, January 18, 2024, at 1:00 p.m., **or** Friday, January 19, 2024, at 1:00 p.m. with an invitation extended to representatives from the Metis Nation of Alberta (MNA), to be held virtually, through Electronic Communication Technology as per Bylaw 1376-20 **and/or** physically in County Council Chambers.

Carried.

Scheduled County Council Meetings

Smoky Lake County’s previously confirmed scheduled upcoming Meetings are as follows:

Thursday, January 25, 2024, at 9:00 a.m., (Regular),
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), 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.

6. Municipal Planning Commission:

Meeting Recessed The meeting was recessed at 2:00 p.m. to undertake a Municipal Planning Commission Meeting on a separate agenda with separate minutes.

Meeting Reconvened The meeting reconvened on a call to order by the Reeve at 2:07 p.m. in the physical presence of all Council Members (except Lorne Halisky), Interim Chief Administrative Officer, Executive Services Clerk, Finance Manager, and the virtual presence of the Planning & Development Manager, GIS Operator, Communications Officer, Natural Gas Manager, and 2 Members of the Public.

14. Executive Session:

Legal, Land and Personnel Issues

269-24: Fenerty That Smoky Lake County Council go into Executive Session to discuss the following issues, in the presence of all Council (except Lorne Halisky who left the meeting early), Interim Chief Administrative Officer, Finance Manager, Planning and Development Manager, and Executive Services Clerk,

1. at 2:08 p.m., to discuss a 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;
2. at 2:18 p.m., to discuss a 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;
3. at 3:01 p.m., to discuss a Personnel Issue: Chief Administrative Officer (CAO) Recruitment, under FOIP Act Section 24: Advice from Officials, and FOIP Section 27: Privileged Information;
4. at 3:10 p.m., to discuss a Legal Issue: Proposed Supportive Living Facility Development, under the authority of the FOIP Act Section 16: Third Party Business Interests.

Carried.

270-24: Gawalko That Smoky Lake County Council go out of Executive Session, time 3:36 p.m.

Carried.

Associated Engineering Alberta Ltd. - Standing Offer Agreement (SOA)

271-24: Fenerty That Smoky Lake County Council agree to renew the Standing Offer Agreement (SOA) with Associated Engineering Alberta Ltd., for an additional 3-Year term, commencing January 1, 2024, and expiring on December 31, 2026, to benefit the County with streamlined procurement, efficiency and timelines, cost saving, consistent quality, long-term partnerships, flexibility and adaptability, and reduced administrative burden, when engaging Associated Engineering Alberta Ltd. to provide any of the following services:

- Engineering Consultation and Studies
- Asset Management,
- Engineering Pre-Design and Design,
- Project Management,
- Construction Management, Administration, and Inspection,
- Post-Construction Services, and
- General Advisory Services.

Carried.

Community Organization Property Tax Exemption Regulation (COPTER) Request

272-24: Gawalko That Smoky Lake County **deny 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, **due to** the data in respect to the said property being unquantifiable to justly determine an amount of percentage for assessment exemption.

Carried.

Chief Administrative Officer (CAO) Recruitment – Recruitment Agency

273-24: Cere That Smoky Lake County Council approve to engage HumanEdge Executive Search, at a cost in the amount of \$15,000.00 plus GST, to assist in the recruitment of a Chief Administrative Officer (CAO), with the County performing the "front-end work" recruiting activities of advertising and collecting applicant information, and with Human Edge Executive Search, conducting the:

1. initial screening, selection interviews (longlist and shortlist), final screening, and behavioral assessments;
2. reference/ background checks; and,
3. offer negotiation.

Carried.

15. ADJOURNMENT:

274-24: Fenerty That the Smoky Lake County Council Meeting of January 11, 2024, be adjourned, time 3:38 p.m..

Carried.

REEVE

S E A L

CHIEF ADMINISTRATIVE OFFICER



Request for Decision (RFD)

Meeting Date: Thursday, February 8, 2024

Agenda Item: # **7.1**

Topic: Request from Brock Boards to receive County permission to erect advertising billboards on County-owned lands legally described as PT. SW 27-59-17-W4M, and to enter into an advertising agreement with Smoky Lake County

Presented By: Planning & Development Services

Recommendation: **Council's discretion.**

Background:

Smoky Lake County received a request from Brock Maschmeyer, owner of Brock Boards, to obtain Smoky Lake County's permission, as the registered owner of the lands legally described as PT. SW 27-59-17-W4M, to apply for a Development Permit for the installation of three (3) advertising billboards, and to enter into a 5-year advertising agreement for said billboards. A copy of the Development Permit Application (Enclosure #1) and advertising agreement (Enclosure #2) are attached for reference. The proposed billboards are compliant with the County's Land Use Bylaw #1272-14 but would require the developer to obtain a permit from Alberta Transportation prior to installation.

The location of the proposed advertising billboards is located adjacent to Highway 28, north of the Town of Smoky Lake, and was purchased by Smoky Lake County in 2022 to be the location for a future firehall. Under the proposed advertising agreement, the County would receive 15% of the revenues generated from the billboards. According to the proposed terms of the advertising agreement, the County would not be responsible for the costs of installation, maintenance nor removal of the billboards.

At the January 11, 2024 County Council meeting, the following motion was adopted by Council:

Motion 231-23: *"That Smoky Lake County Council grant permission to Brock Boards to erect advertising billboards on the County-Owned lands legally described as PT. SW 27-59-17-W4M, subject to entering into an advertising agreement with Smoky Lake County receiving 25% of the revenue generated by the said billboards."*

Mr. Maschmeyer was informed of Council's decision via letter on January 15, 2024. In response, Mr. Maschmeyer has proposed that the County receive 20% of the revenue earned through the billboards (Enclosure #3).

Benefits: Generate revenue on underutilized County-owned lands.

Disadvantages: Future plans for the firehall may be compromised by location of the billboards.



Request for Decision (RFD)

Alternatives: Negotiate alternative placement of billboards and/or alternative conditions in the advertising agreement.

Financial Implications: Nil.

Legislation: Nil.

Intergovernmental: Nil.

Strategic Alignment: Nil.

Enclosure(s): **Enclosure #1: Development Permit Application**

Enclosure #2: Advertising Agreement

Enclosure #3: Revised proposal from Mr. Maschmeyer

Approved by the Interim CAO: _____ Date: _____.



Request for Decision (RFD)

Enclosure #1: Development Permit Application

Section 61

SCHEDULE "A"

03-05

DEVELOPMENT PERMIT APPLICATION FORM

Internal Use Only

Our File Number: _____ Roll Number: _____ Your File Number: _____

Applicant Information

Applicant/Agent: Brock Maschmeyer Phone: _____

Address: 18 Crocus Cres Cell Phone: [REDACTED]

City/Prov. Sherwood Park/AB Postal Code: T8H 2J9 Fax: _____

Email address: [REDACTED] Signature: [Signature]

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

Registered Landowner Information

Owner same as applicant

Registered Owner: _____ Phone: _____

Address: _____ Fax: _____

City/Prov. _____ Postal Code: _____ Signature: _____

Section A - Property Information

Division _____

Legal: Lot _____ Block _____ Plan _____ and Part of SW ¼ Sec 27 Twp 59 Rge 17 W4M

Subdivision Name (if applicable) or Area of Development _____

Rural Address/Street Address 17252 HWY 28 Parcel Size _____

Number of existing dwellings on property (please describe)
1

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

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



Request for Decision (RFD)

Section 61

SCHEDULE "A"

03-05

Section B – Proposed Development Information

Estimated Cost of Project \$ 15,000

Estimated Commencement Date May 1, 2024 Estimated Completion Date June 30, 2024

Dwelling:

Floor Area _____ sq. ft. % of Lot Occupied _____ Height of Dwelling _____ ft / m

Accessory Building:

Floor Area _____ sq. ft. % of Lot Occupied _____ Height of Acc. Bldg _____ ft / m

Parking: # of Off-Street Parking Stalls (if applicable) _____

Land Use District (Zoning) of Property: _____

Description of Work:

Installation of 3 V-shape 8'x12' Signs

Section C – Preferred Method of Communication

When a decision has been made on your file, do you wish for us to:

call you for pick up mail the decision email the decision

Section 608(1) of the *Municipal Government Act*, R.S.A. 2000, c. M-26, as amended states:

608(1) Where this Act or a regulation or bylaw made under this Section requires a document to be sent to a person, the document may be sent by electronic means if

- a) the recipient has consented to receive documents from the sender by those electronic means and has provided an e-mail address, website or other electronic address to the sender for that purpose.

I/we grant consent for the Development Authority to communicate information and/or the decision electronically regarding my/our application. YES NO

OFFICE USE ONLY

Type of Payment: DEBIT CASH CHEQUE

Fee \$ _____

Receipt # _____

Receipt Date _____

Date Received _____

*and deemed complete by Development Authority.

Entered into MuniSight PD # _____

Authorization:

Permitted Use Discretionary Use

Issuing Officer's Name _____

Issuing Officer's Signature _____

Date of Approval _____

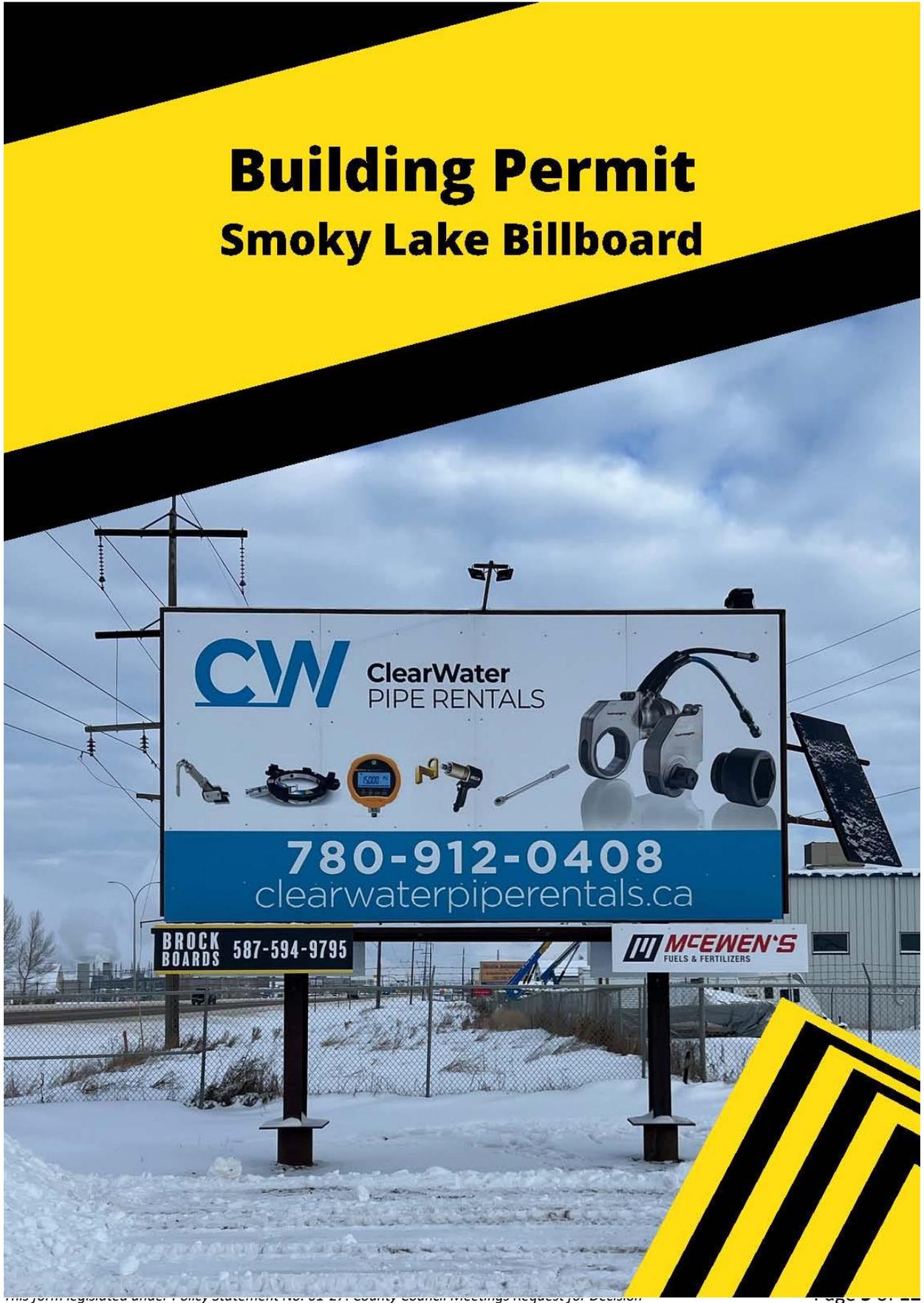
Date Issued _____

Comments and/or Variances _____



Request for Decision (RFD)

Building Permit Smoky Lake Billboard





Request for Decision (RFD)

Billboard locations

Smoky Lake County

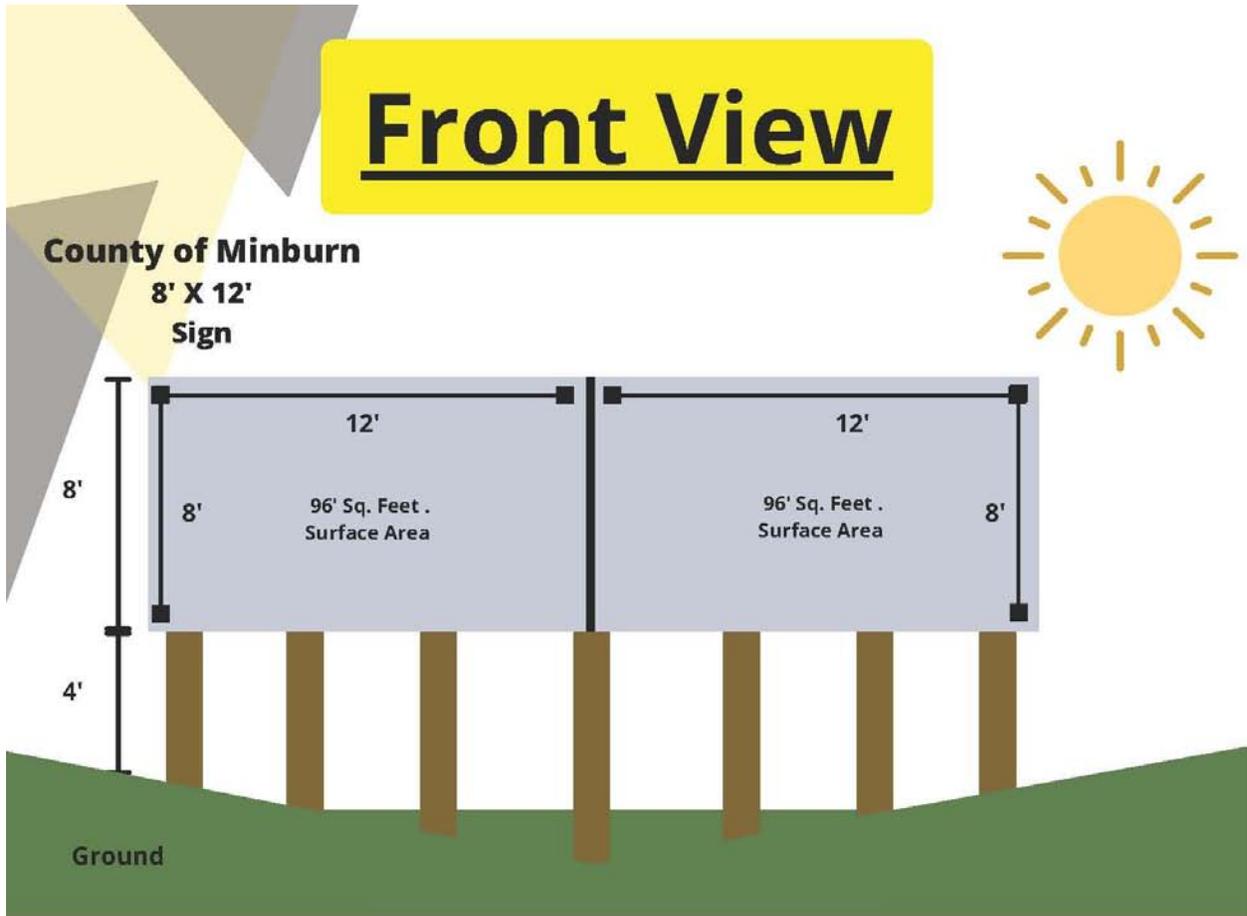
Land Lot Location:
SW; 27; 59; 17; W4



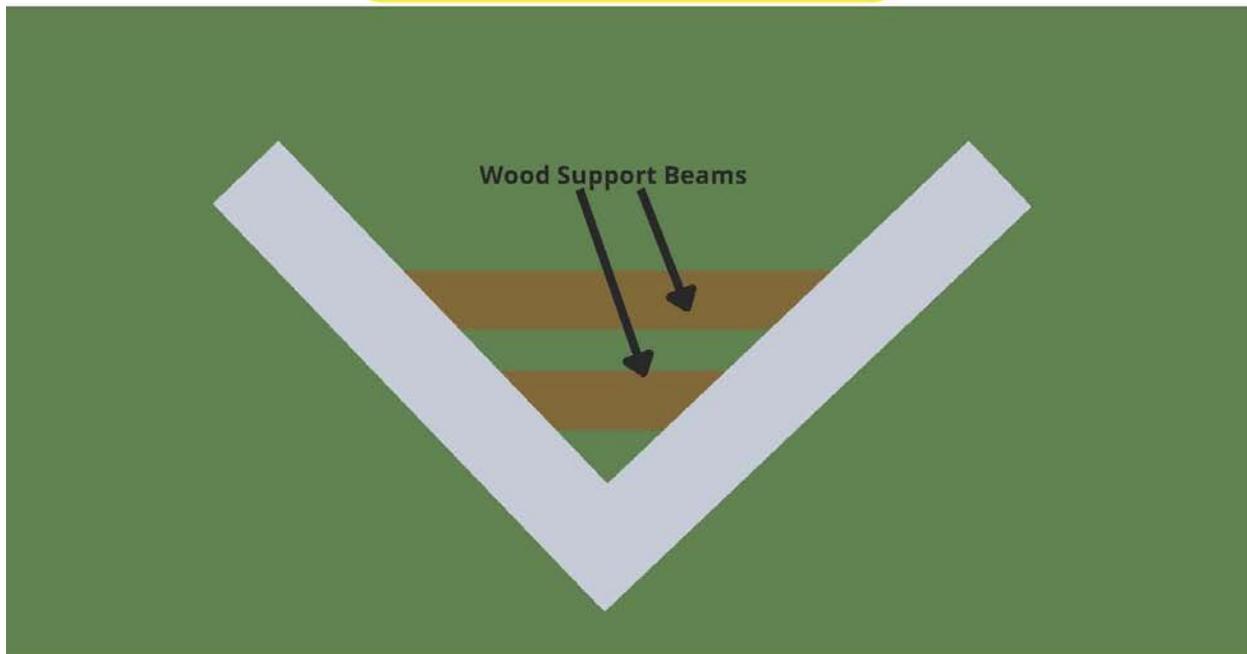


Request for Decision (RFD)

Front View



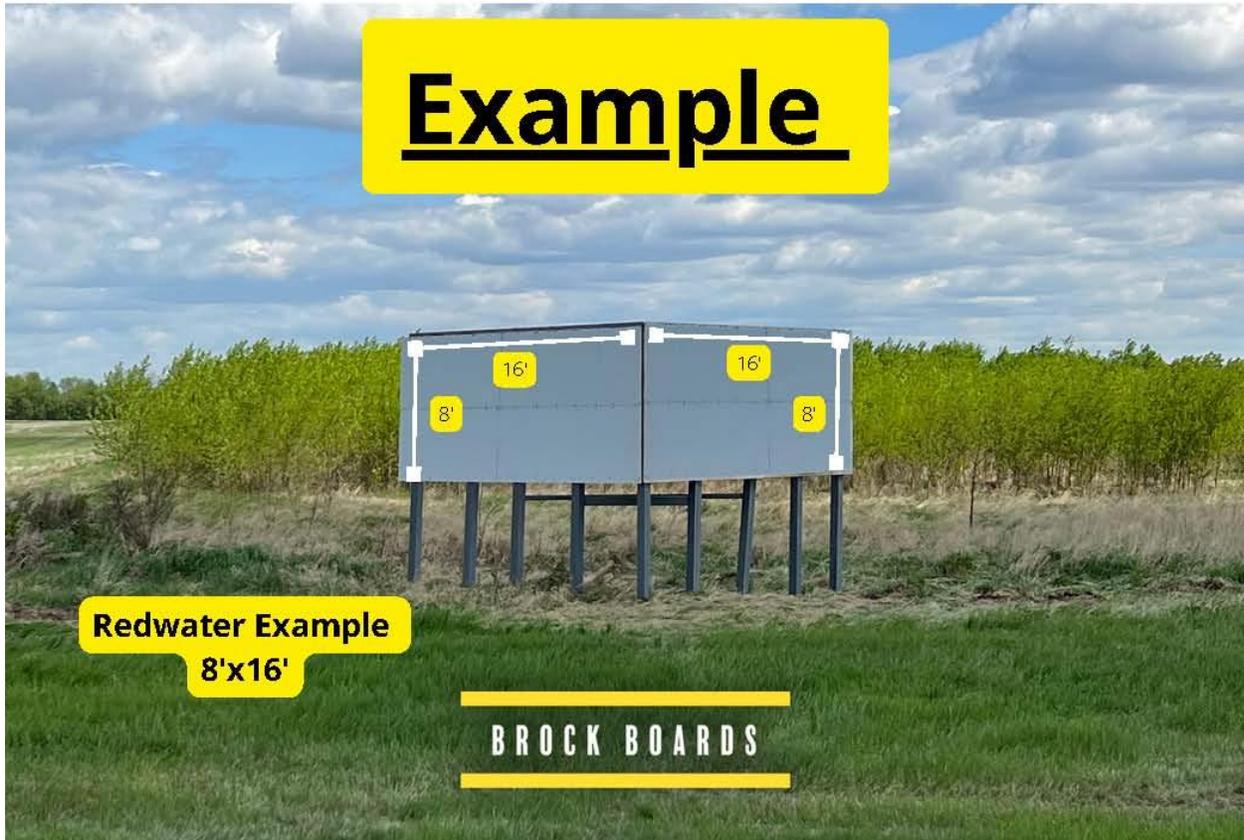
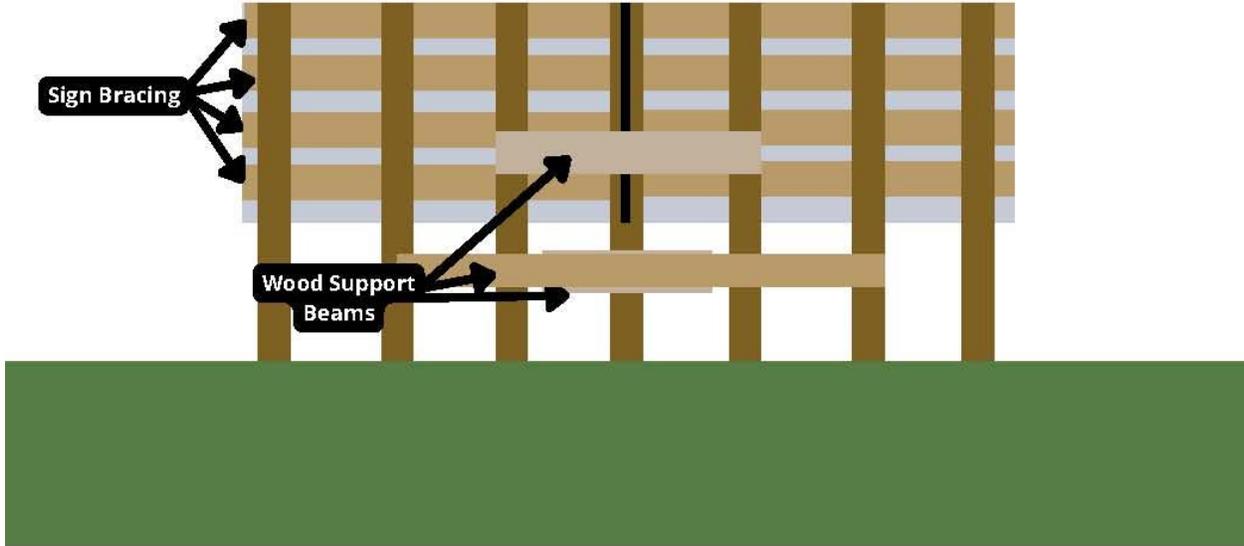
Top View





Request for Decision (RFD)

Back View





Request for Decision (RFD)

Enclosure #2: Advertising Agreement

Brock Boards Outdoor Advertising Agreement

Authorization: The Undersigned, **Smoky Lake County**, (hereinafter called the "Company") does hereby contract with and authorizes **Brock Boards** to install and maintain the following advertising billboards 8'x12' (V-Shape) in dimensions:

1. Display

- a. The Company understands that the billboards panels have been reserved for business advertising use only. Each display panel will be maintained for the contract in its entirety. This is a 5-year Contract and can be extended by mutual consent of both parties.
- b. The company will receive 15% of the income generated by the billboards located at SW-27-59-17-W4M on Company property. Payments for the revenue share will be made bi-yearly with the dates of May 1, and November 1, of each year. Brock Boards will supply the company with substantiating documentation (if requested). Brock Boards would be responsible for attempting to find advertisers (with no guarantee of full use of billboards space), liability insurance of the billboard and maintenance of billboard and under the billboard site.
- c. The billboard will be used by Brock Boards through the entirety of the contract.
- d. The value of the billboard display panels is considered at approximately \$200-\$500/month/side (this is an estimate, with values higher or lower, depending on many circumstances).

2. Use of Both Sides of Billboard

- a. Brock Boards has the right to use and rent both sides of the billboards.
- b. Brock Boards has the right to rent advertising space on both sides of the billboard as described above for the duration of the contract.
 - i. Brock Boards has the right to rent advertising to whomever they determine to occupy the advertising space.
 - ii. Brock Boards will not rent advertising space to promote competing businesses unless agreed upon by both parties.
 - iii. Brock Boards will attempt to have advertising on the both sides at all times but due to weather, economic constraints, fire, governmental restrictions, strikes, lockouts, vandalism, acts of God, may not always be able to do so.



Request for Decision (RFD)

3. Brock Board's Responsibilities:

- a. Billboards will be kept in good working condition, such that display face included in this contract are visible.
 - i. Brock Boards shall save harmless for any loss of the Company's revenue, which may be associated with billboard inoperability.
- b. Brock Boards shall not be responsible for any failure or delay in the performance of undertakings when due to fire, governmental restrictions, strikes, lockouts, vandalism, acts of God, or any other act or things beyond its control.
- c. It is expressly understood that the Brock Boards is not bound by any stipulations, representations or agreements not embodied in this contract.
- d. Brock Boards will contact the Company prior to any maintenance and advertisement installation on the billboard.
- e. Brock Boards is responsible for making 1st calls prior to billboard installation, upgrade or maintenance.
- f. Cost of the installation/reconstruction of the billboards is the responsibility of Brock Boards; as well the cost of removing the billboard is also Brock Boards responsibility unless contract is broken. If contract is broken by the Company, payment will be needed for the removal of the billboards from the Company to Brock Boards.
- g. Permits: Brock Boards will apply for any permits required and time will be of the essence and may require the signature of the company.

4. Termination

- a. Brock Boards has the right to cancel the current contract if obligations of the Company are not met.
- b. The Company has the right to cancel the current contract if obligations of the Brock Boards are not met.



Request for Decision (RFD)

5. Acceptance

Accepted Company: _____ (signature)

Date: _____

Phone: _____

Email: _____

Fax: _____

Accepted By Brock Boards: _____ (signature)

Date: _____

18 Crocus Crescent
Sherwood Park, AB
T8H 2J9





Request for Decision (RFD)

Enclosure #3: Revised proposal from Mr. Maschmeyer

Jordan Ruegg

From: Brock Maschmeyer <hello@brockboards.com>
Sent: January 15, 2024 4:09 PM
To: Jordan Ruegg
Subject: Re: Sign permit Smoky Lake County

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

Afternoon Jordan,

Thanks for getting that over to me today.

I propose to meet in the middle at 20% of the rental revenue generated from the three billboards. This will help benefit both the County as well as the Brock Boards business.

I value this partnership and want to make this benefit both the County of Smoky Lake, local businesses and the Brock Boards business.

Let me know if you have any questions.

Thanks,
Brock

On Mon, Jan 15, 2024 at 3:33 PM Jordan Ruegg <jruegg@smokylakecounty.ab.ca> wrote:

Good afternoon Brock.

As per our conversation earlier today, please see the attached letter informing you of Council's decision regarding your request.

Please let me know if you have any questions.

Thank you,



Jordan Ruegg, B.A., MPlan

Planning and Development Manager

p:780-656-1588 or toll free 1-888-656-3730



Request for Decision (RFD)

Meeting Date: Thursday, February 8, 2024

Agenda Item: **7.3**

Topic: Draft Bylaw No. 1455-24: Corridor Regulation

Presented By: Interim CAO

Recommendation:

That Smoky Lake County Bylaw No. 1455-25: Corridor Regulation, for the purpose of regulating the use of the corridor owned by North East Muni-Corr Ltd., be given FIRST READING.

...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: Muni-Corr has been working for the last two years on revising the Corridor Bylaw with input from the ten municipal partners and Riverland Recreational Trail Society. The original bylaw was passed in 2007 by each municipality with the only variation being posted speed limits. The new bylaw will align with the Alberta Recreation Corridor & Trails Classification System manual, which is referenced in Section 2(m) of the bylaw. The most significant changes to the bylaw include:

- a) Introducing a fine for overnight camping in the corridor outside of a designated area or without a permit (letter of authorization).
- b) Allowing off road motorbikes (ORM) access. Note that dirt bikes/moto cross bikes are still not allowed as per the OHV Regulations definition of an ORM and the same goes for highway motorbikes.
- c) Exclusive tracked use and non motorized use from January 1st to March 31st each year.

Benefits: Consistency across 9 municipalities of the Part 9 company: North East Muni-Corr Ltd.

Disadvantages: undetermined

Alternatives: Council's discretion

Financial Implications: Potential increase in penalties and fees revenue

Legislation: as follows

Traffic Safety Act R.S.A. 2000 C.T-6

East Muni-Corr Ltd. incorporated in Alberta under Part 9 of the Companies Act of Alberta

Would repeal Smoky Lake County Bylaw 1145-07: Corridor Regulation

Intergovernmental: Nine Municipalities: Town of Bonnyville, M.D. of Bonnyville, Town of Elk Point, Village of Glendon, Smoky Lake County, Village of Vilna, Town of St. Paul, County of St. Paul, and City of Cold Lake.

Strategic Alignment: N/A

Enclosure(s): Draft Bylaw No. 1455-24

Signature of the CAO: _____

**Smoky Lake County
In the Province of Alberta
Bylaw No. 1455-24**

A BYLAW OF THE MUNICIPALITY OF SMOKY LAKE COUNTY, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF REGULATING USE OF THE CORRIDOR OWNED BY NORTH EAST MUNI-CORR LTD.

WHEREAS s.7 of the Municipal Government Act (Alberta), as amended, provides that a Municipality may pass bylaws respecting the safety, health and welfare of people and the protection of people and property, and

WHEREAS the Traffic Safety Act, RSA 2000, c. T-6, authorizes a Municipal Council to pass Bylaws to regulate the operation of Off Highway Vehicles and regulate vehicle, animal and pedestrian traffic, within the Corporate Limits of the Municipality.

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

CITATION

1. a) This Bylaw may be cited as Smoky Lake County "Corridor Regulation Bylaw".

DEFINITIONS

2. a) "Chief Administrative Officer" shall mean the individual who holds that position for Smoky Lake County at any given time and includes any person authorized to act for and in the name of that individual.
- b) "Council" means the Council of Smoky Lake County in the Province of Alberta.
- c) "County or Town." means Smoky Lake County in the Province of Alberta.
- d) "Muni-Corr" shall mean North East Muni-Corr Ltd. a body incorporated in Alberta under Part 9 of the Companies Act of Alberta.
- e) "Hunting" shall mean the capturing or killing, or attempted capture or killing, of animals by means of traps, nets, firearms, bow and arrow, or other such similar means.
- f) "Camping" shall mean staying overnight within the corridor in a tent, RV, holiday trailer, motor home or any other shelter or structure.
- g) "Peace Officer" shall mean a member of the Royal Canadian Mounted police, Municipal Police Service, Special Constable Service, Provincial Conservation Officer, Bylaw Enforcement Officer and Smoky Lake County Chief Administrative Officer.
- h) "Corridor" shall mean the abandoned Railway Right-of-Way owned by Muni-Corr and under the joint care and control of Smoky Lake County **as per this Bylaw and the North East Muni-Corr Ltd. Master Agreement**. This shall include any "Rest stops", "Staging areas" or additional "Lands".

- i) "Trail" means the semi-developed middle 33 feet of the corridor which is leased by Riverland Recreational Trail Society and operated as Alberta's Iron Horse Trail.
 - j) "Usage Control Device" shall mean any sign, signal, marking or device placed, marked or erected under the authority of this Bylaw for the purpose of regulating, warning or prohibiting use of the Corridor.
 - k) "Trailer" means any device that is attached to or drawn by a Vehicle including but not limited to a towing trailer, tent trailer, camper, holiday trailer, and includes machinery or equipment used in construction or farming.
 - l) "Motor Vehicle" shall mean a Motor Vehicle as defined in Section 1(1) of the Traffic Safety Act R.S.A. 2000-C.T.6.
 - m) "Off Highway Vehicle" shall mean a Motor Vehicle as defined in Section 117 of the Traffic Safety Act R.S.A. 2000 C.T-6. that does not exceed 1.65 m in overall width as defined in the Alberta Recreation Corridor & Trails Classification System, B.i. B1 to B3(s).
 - n) "Weapon" means including, but not limited to, a rifle, shotgun, pistol, handgun, target pistol, air rifle, pellet gun, hunting bow, cross bow, sling shot, and paint ball gun.
 - o) "Mixed-Use" means a combination of non-motorized and motorized users on the same trail with exclusive tracked OHV use and non-motorized use from January 1st to March 31st and OHV and non-motorized use from April 1st to December 31st.
 - p) "Permit" means a letter of authorization from Muni-Corr for access to the Corridor lands.
3. Words importing the masculine gender only, include the feminine gender whenever the context so requires and vice versa.
4. Words importing the singular shall include the plural or vice versa whenever the context so requires.

REGULATION OF USE

5. Except as otherwise set out in this Bylaw, Council hereby delegates to the Chief Administrative Officer the authority to regulate and control the use of the Corridor as defined in this Bylaw.
6. Unless required or permitted by this Bylaw or by a Usage Control Device, or in compliance with the directions of a Peace Officer, a Person shall not stop, park, or operate a Motor Vehicle, or, an Owner, permit his Vehicle to be stopped, parked or operated, on the Corridor.
7. Unless required or permitted by this Bylaw or by a Usage Control Device a Person shall not park or leave a Trailer on the Corridor or, an Owner permit his trailer to be parked on the Corridor.
8. a) The Chief Administrative Officer is hereby delegated the authority to prescribe where Usage Control Devices, either permanent or temporary, are to be located. The Chief Administrative Officer shall cause such devices to be placed such that they are clearly recognizable in all reasonable light and weather conditions.

- b) Usage Control Devices authorized by the Chief Administrative Officer as delegated pursuant to s. 8(a) hereof, shall be deemed to have been made by bylaw of Smoky Lake County.
- 9.
- a) No person shall make or place an obstruction of any kind in, upon or above the Corridor or place any building or structure of any nature in a manner that encroaches upon any portion of the Corridor unless permission has been granted by Muni-Corr and upon such terms and conditions as he deems necessary.
 - b) Every person who fails to obtain permission or comply with the conditions attached thereto shall be guilty of an offence and shall, in addition to any other penalty, cause the removal of the obstruction or encroachment within the time frame indicated after being notified to do so by Muni-Corr. After the expiration of the said time frame, Muni-Corr may cause the removal of the obstruction or encroachment and such removal shall be at the expense of the person causing, placing or permitting the obstruction or encroachment of the Corridor.
 - c) Where an obstruction or encroachment of any kind exists in, upon, or above any Corridor and, in the opinion of Muni-Corr it creates an unsafe condition, Muni-Corr shall be entitled to take such measures as are required for the protection of life or property.
- 9.1 No person, shall hunt or discharge any weapon on or over the Corridor.
- 9.2 No person shall camp overnight in the Corridor unless it is in a designated area or a permit has been obtained from Muni-Corr as outlined in Section 12.
- 9.3 Fires are allowed in designated fire pits only and the use of a fire is subject to Municipal and Provincial fire ban regulations.
- 9.4 Except as provided for in Section 11, motor vehicles are not permitted on the Corridor.
- 9.5 Off Highway Vehicles, are permitted to be operated on the Corridor provided they comply with the following rules of the road:
- a) Registered in accordance with the Traffic Safety Act, RSA 2000, C.T-6.
 - b) Insured, including liability insurance, in accordance with the Traffic Safety Act RSA 2000, C.T-6.
 - c) Operated with consideration for the other users of the Corridor.
 - d) Operated in such a manner so as to only cause minimal disturbance to persons residing adjacent to the Corridor.
 - e) Operated in such a manner so as not to disturb, harass, injure or kill any livestock located adjacent to or within the Corridor.
 - f) Operated at a speed, that considering the circumstances, is reasonable.
 - g) Operated in a manner, that considering the circumstances, is not careless.
 - h) Yielding the Right of Way to other users of the Corridor, who are not operating Off Highway Vehicles.

- i) Moving to the right side of the Corridor when encountering approaching Off Highway Vehicles.
- j) When crossing a Highway that intersects with the Corridor, following the rules laid out in the Traffic Safety Act, RSA 2000, C.T-6, Section 120(3).
- k) Park in a manner so as not to obstruct the Corridor or its access points or intersections with any Highway, and not inconvenience or prevent the use of the Corridor by any other persons.
- l) Follow all aspects relating to Off Highway vehicle use in accordance with the Traffic Safety Act, RSA 2000, C.T-6 and its regulations.

9.6 The Trail is Mixed-Use allowing exclusive use for tracked OHV and non-motorized users from January 1st to March 31st and OHV and non-motorized users from April 1st to December 31st.

- 9.7 No person shall place, permit to be placed, or throw any substance, or thing of any kind, on the Corridor or property located adjacent to the Corridor.
- 9.8 No person shall climb, deface, or interfere with any structure, trees, protection system, or utility located on or adjacent to the Corridor.
- 9.9 No person shall willfully remove, throw down, deface, alter, damage or destroy a Usage Control Device, placed, marked or erected on, or adjacent to, the Corridor.
- 9.10 No person shall conduct himself or otherwise position himself on the Corridor in such a manner as to obstruct or inconvenience any other user of the Corridor.

POWERS OF PEACE OFFICERS

- 10. a) Any Peace Officer is hereby authorized to remove or cause to be removed any Motor Vehicle, or Trailer parked in contravention of this Bylaw.
- b) Any such Motor Vehicle, or Trailer may be removed to a place designated by the Peace Officer where it will remain impounded until claimed by the owner thereof or his authorized agent.
- c) The Towing away of the Motor Vehicle, or trailer shall be in accordance with the Towing and Impound Laws contained in the Traffic Safety Act, RSA 2000, C.T-6.
- d) In the event that an owner of a Motor Vehicle, or Trailer does not claim such Motor Vehicle or Trailer, the storage and removal charges may be collected by the Tow Company pursuant to the provisions of the Traffic Safety Act, RSA 2000, C.T-6.

EXCEPTIONS

- 11. Where, considering the circumstance, it is reasonable and safe, the following groups may operate motor vehicles on the Corridor when required to do so:

- a) Emergency Motor Vehicles and Off Highway Vehicles including, ambulance services, fire department, search & rescue, emergency aircraft, vehicles being operated by on duty Peace Officers or trail groomers.
- b) Motor Vehicles used in conjunction with the servicing of public utilities including but not limited to telephone systems, electric systems, natural gas systems and Cablevision systems to whom a permit has been issued by Muni-Corr as outlined in Section 12.
- c) Municipal and other government public works Motor Vehicles and Off Highway Vehicles.
- d) Towing service Motor Vehicles.
- e) Owners of land adjacent to the Corridor to whom a permit has been issued by Muni-Corr as outlined in Section 12.
- f) Any other individual to whom a permit has been issued by Muni-Corr.

PERMITS

12.
 - a) To obtain a permit pursuant to Sub-Sections 9.2, 11(b), 11(e) and (f) of this Bylaw, an application must be made to Muni-Corr.
 - b) Muni-Corr may refuse to grant the permit with such terms and conditions, as he deems necessary.
 - c) Muni-Corr may grant the permit for a specified date or may allow a permit of indefinite duration.
 - d) Muni-Corr may grant a permit for a Special Event for a specified date or may allow a permit of indefinite duration.
 - e) Any applicant requesting a permit under subsection (a) hereof shall make an application in writing to Muni-Corr providing the following information:
 - (i) The description and registration information for the Vehicle or Trailer to be parked or operated on the Corridor.
 - (ii) The location of the Corridor the applicant wishes to access.
 - (iii) The date on which the applicant proposes to access the Corridor the applicant is requesting a permit of specific duration.
 - (iv) The purpose for which access to the Corridor is requested.
 - (v) Such other information as may be required.
13. Coincident with issuance of the permit, the applicant shall enter into an agreement to indemnify Smoky Lake County and Muni-Corr. for any and all damages caused to the Corridor or any works made or done over, upon or under the same, as a result of the use of the Corridor pursuant to a permit.
14. Muni-Corr may in writing alter, suspend or revoke a permit whenever it is determined that:
 - a) The permit was issued in error.
 - b) The permit was issued based on incorrect information supplied.

- c) The permit is in violation of any Municipal bylaw or resolution.
15. Upon request by an applicant or permit holder and when it is determined by Muni-Corr that extenuating circumstances exist, Muni-Corr is hereby authorized to waive or alter any term of an agreement or permit required by this Bylaw.

PENALTIES

16. Except as otherwise provided herein, every person who contravenes any provisions of this Bylaw is guilty of an offence and shall be liable on Summary Conviction to a fine of not more than one thousand dollars (\$1000.00) for a first offence and a fine of two thousand dollars (\$2000.00) for a second offence.
17. Every person who contravenes any provisions of this Bylaw, as enumerated in Schedule "A" herein, is guilty of an offence and shall be liable on Summary Conviction to the penalty specified therein for such offence.
18. An offence ticket shall be deemed to be sufficiently served:
- a) If served personally on the accused.
 - b) If mailed, by ordinary mail, to the address of the registered owner of the Motor Vehicle, Off Highway Vehicle or Trailer concerned, or to the person concerned.
 - c) If attached to or left securely and visible upon the Motor Vehicle, Off Highway Vehicle or Trailer in respect of which the offence is alleged to have been committed.

TRANSITION SECTION

19. All Usage Control Devices which are in place on the effective date of this Bylaw shall be deemed to be valid Usage Control Devices for the purposes of this bylaw until removed.

REPEAL

20. That Bylaw No. 1145-07 known as the "Corridor Regulation Bylaw" be and is hereby repealed.

This Bylaw comes into effect on the date of final passing.

READ A FIRST TIME IN COUNCIL THIS DAY OF ,2024.

READ A SECOND TIME IN COUNCIL THIS DAY OF ,2024.

READ A THIRD AND FINAL TIME, WITH THE UNANIMOUS CONSENT OF ALL COUNCILLORS PRESENT, THIS DAY OF , 2024.

REEVE

CHIEF ADMINISTRATIVE OFFICER

SCHEDULE "A"
PENALTIES AND FEES

OFFENCES	SECTION	SPEC PENALTY
Operate/Stop/Park Motor Vehicle on Corridor	6	\$500 2 nd Offence \$1000
Park Trailer on Corridor	7	\$250
Place Obstruction/Structure/On/Over/ Encroaching on/ the Corridor	9(a)	\$250
Discharge weapon on/over/ the Corridor	9.1	\$500 2 nd Offence \$1000
Camping overnight in the Corridor outside designated areas and without a permit	9.2	\$250
Unregistered Off Highway Vehicle	9.5(a)	Use TSA
Uninsured Off Highway Vehicle	9.5(b)	Use TSA
Operate/Park Off Highway Vehicle without consideration for others	9.5(c)	\$250
Operate Off Highway Vehicle in a manner so as to only cause minimal disturbance to persons residing adjacent to the Corridor	9.5(d)	\$250
Operate Off Highway Vehicle in a manner that kills/disturbs/harasses livestock	9.5(e)	\$250
Operate Off Highway Vehicle at unreasonable speed	9.5(f)	\$250
Operate Off Highway Vehicle without care and attention	9.5(g)	\$250
Operator of Off Highway Vehicle fail to Yield to other user	9.5(h)	\$250
Operator of Off Highway Vehicle fail to keep to the Right when meeting other person	9.5(i)	\$250
Crossing intersection	9.5(j)	Use TSA
Operator of Off Highway Vehicle obstruct/Inconvenience/Prevent use by/ other users	9.5(k)	\$250
Operating an untracked Off Highway Vehicle between January 1st to March 31st	9.6	\$500 2nd Offence \$1000
Littering	9.7	\$1,000
Climb/Deface/interfere with Structure/Trees/Protection System/Utility	9.8	\$500
Remove/Throw down/Deface/Alter/Damage/ Destroy Usage Control device	9.9	\$500
Person Obstruct/Inconvenience another user	9.10	\$250



January 26, 2024

Sgt. Anita Doktor
Detachment Commander
Smoky Lake, Alberta

Dear Jared Serben,

Please find the quarterly Community Policing Report attached that covers the October 1st to December 31st, 2023 reporting period. The attached report serves to provide a quarterly snapshot of the human resources, financial data and crime statistics for the Smoky Lake Detachment.

I would also like to update you on one of our current technological endeavours. Over the last decade, the RCMP has utilized Remotely Piloted Aircraft Systems (RPAS) to support our specialized units, i.e. our Emergency Response Teams – which has been incredibly effective for enhancing police and public safety. Although the advancement of technology benefits industry and recreation, it facilitates greater accessibility for criminals, which requires a strategic response. To remain current in our ever-changing environment, and to be responsive to public reviews that call for better access to air support such as the Nova Scotia Mass Casualty Commission of Inquiry, we are actively researching and testing RPAS for additional police applications. This includes how we might use RPAS to assist with select calls for service, crime photography, search and rescue, and unfolding critical incidents, i.e. an active shooter. With its potential and capability for wider applications, we are further considering program options for our municipal, rural, and Indigenous communities; scalable depending on community need and interest. While we will always need a helicopter and fixed-wing aircraft for the movement of resources, these larger assets are not always immediately available. RPAS technology is providing an opportunity for our communities to effectively have their own police air support, at a significantly lower cost. As I learn more about further opportunities and challenges, I will be sure to keep you updated and informed.

Your ongoing engagement and the feedback you provide guides our Detachment team, and supports the reinforcement of your policing priorities. I always remain available to discuss your community-identified policing priorities and/or any ideas you may have that will enhance our service delivery to address the priorities that are important to you. As the Chief of Police for your community, I invite you to contact me should you have any questions or concerns.

Sgt. Anita Doktor
Detachment Commander
Smoky Lake Detachment



Smoky Lake Provincial Detachment Crime Statistics (Actual) Q4: 2019 - 2023

All categories contain "Attempted" and/or "Completed"

January 5, 2024

CATEGORY	Trend	2019	2020	2021	2022	2023	% Change 2019 - 2023	% Change 2022 - 2023	Avg File +/- per Year
Offences Related to Death		0	1	1	0	0	N/A	N/A	-0.1
Robbery		1	0	2	0	3	200%	N/A	0.4
Sexual Assaults		2	2	6	0	1	-50%	N/A	-0.4
Other Sexual Offences		1	1	2	0	0	-100%	N/A	-0.3
Assault		19	23	16	12	20	5%	67%	-0.9
Kidnapping/Hostage/Abduction		0	1	0	0	0	N/A	N/A	-0.1
Extortion		0	0	2	0	0	N/A	N/A	0.0
Criminal Harassment		1	3	5	3	8	700%	167%	1.4
Uttering Threats		12	14	9	9	10	-17%	11%	-0.9
TOTAL PERSONS		36	45	43	24	42	17%	75%	-0.9
Break & Enter		52	17	20	28	27	-48%	-4%	-3.9
Theft of Motor Vehicle		25	9	11	13	19	-24%	46%	-0.8
Theft Over \$5,000		5	0	2	5	9	80%	80%	1.3
Theft Under \$5,000		28	20	20	19	8	-71%	-58%	-4.1
Possn Stn Goods		16	11	10	3	19	19%	533%	-0.2
Fraud		12	4	9	9	5	-58%	-44%	-0.9
Arson		2	0	1	6	3	50%	-50%	0.8
Mischief - Damage To Property		29	18	21	15	16	-45%	7%	-2.9
Mischief - Other		4	5	6	4	20	400%	400%	3.1
TOTAL PROPERTY		173	84	100	102	126	-27%	24%	-7.6
Offensive Weapons		2	4	2	2	4	100%	100%	0.2
Disturbing the peace		7	0	5	0	4	-43%	N/A	-0.6
Fail to Comply & Breaches		25	24	17	10	12	-52%	20%	-4.0
OTHER CRIMINAL CODE		7	4	11	7	9	29%	29%	0.7
TOTAL OTHER CRIMINAL CODE		41	32	35	19	29	-29%	53%	-3.7
TOTAL CRIMINAL CODE		250	161	178	145	197	-21%	36%	-12.2



Smoky Lake Provincial Detachment

Crime Statistics (Actual)

Q4: 2019 - 2023

All categories contain "Attempted" and/or "Completed"

January 5, 2024

CATEGORY	Trend	2019	2020	2021	2022	2023	% Change 2019 - 2023	% Change 2022 - 2023	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		2	0	0	1	0	-100%	-100%	-0.3
Drug Enforcement - Trafficking		5	0	1	0	1	-80%	N/A	-0.8
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
Total Drugs		7	0	1	1	1	-86%	0%	-1.1
Cannabis Enforcement		0	0	0	0	0	N/A	N/A	0.0
Federal - General		0	1	1	2	0	N/A	-100%	0.1
TOTAL FEDERAL		7	1	2	3	1	-86%	-67%	-1.0
Liquor Act		1	2	0	0	0	-100%	N/A	-0.4
Cannabis Act		4	1	0	0	0	-100%	N/A	-0.9
Mental Health Act		7	13	10	14	11	57%	-21%	0.9
Other Provincial Stats		24	24	22	27	29	21%	7%	1.3
Total Provincial Stats		36	40	32	41	40	11%	-2%	0.9
Municipal By-laws Traffic		0	0	1	0	2	N/A	N/A	0.4
Municipal By-laws		3	6	3	2	2	-33%	0%	-0.6
Total Municipal		3	6	4	2	4	33%	100%	-0.2
Fatals		0	0	1	0	1	N/A	N/A	0.2
Injury MVC		5	1	4	10	6	20%	-40%	1.1
Property Damage MVC (Reportable)		58	44	59	53	62	7%	17%	1.7
Property Damage MVC (Non Reportable)		13	8	8	7	4	-69%	-43%	-1.9
TOTAL MVC		76	53	72	70	73	-4%	4%	1.1
Roadside Suspension - Alcohol (Prov)		N/A	N/A	N/A	N/A	5	N/A	N/A	N/A
Roadside Suspension - Drugs (Prov)		N/A	N/A	N/A	N/A	0	N/A	N/A	N/A
Total Provincial Traffic		580	262	243	233	231	-60%	-1%	-72.7
Other Traffic		6	4	5	0	0	-100%	N/A	-1.6
Criminal Code Traffic		18	13	3	4	9	-50%	125%	-2.7
Common Police Activities									
False Alarms		16	9	6	8	15	-6%	88%	-0.3
False/Abandoned 911 Call and 911 Act		18	13	24	27	6	-67%	-78%	-1.0
Suspicious Person/Vehicle/Property		48	48	26	38	28	-42%	-26%	-5.0
Persons Reported Missing		2	0	3	3	2	0%	-33%	0.3
Search Warrants		1	1	0	1	0	-100%	-100%	-0.2
Spousal Abuse - Survey Code (Reported)		7	14	18	21	6	-14%	-71%	0.5
Form 10 (MHA) (Reported)		0	2	0	1	1	N/A	0%	0.1



*Division Criminal Analysis
Section*

Strategic Analysis and Research Unit

Calls for Service

Strategic Performance Planning

Smoky Lake Provincial Detachment

January - December, 2023

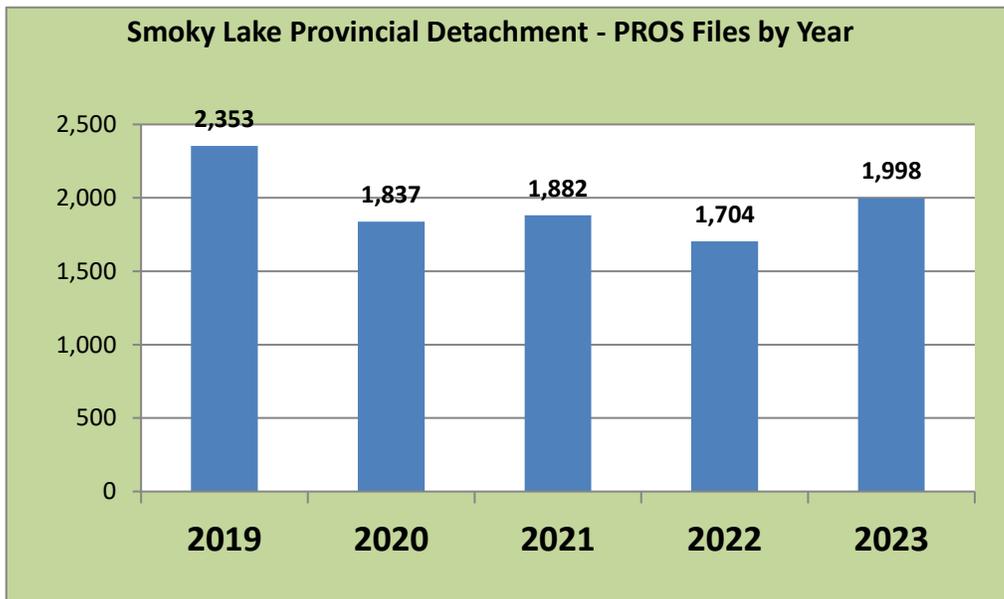
January 29, 2024



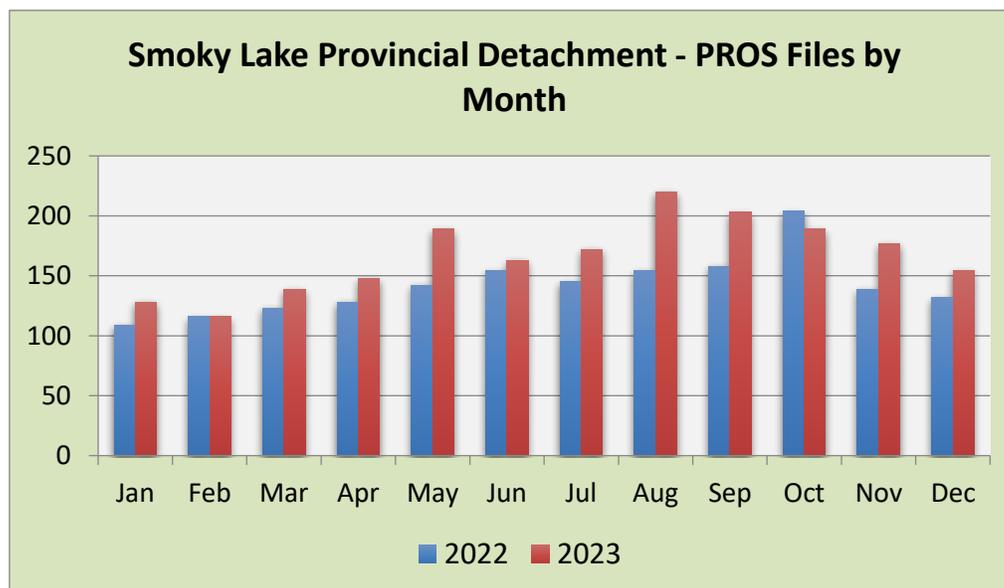
Smoky Lake Provincial Detachment (January - December)

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.

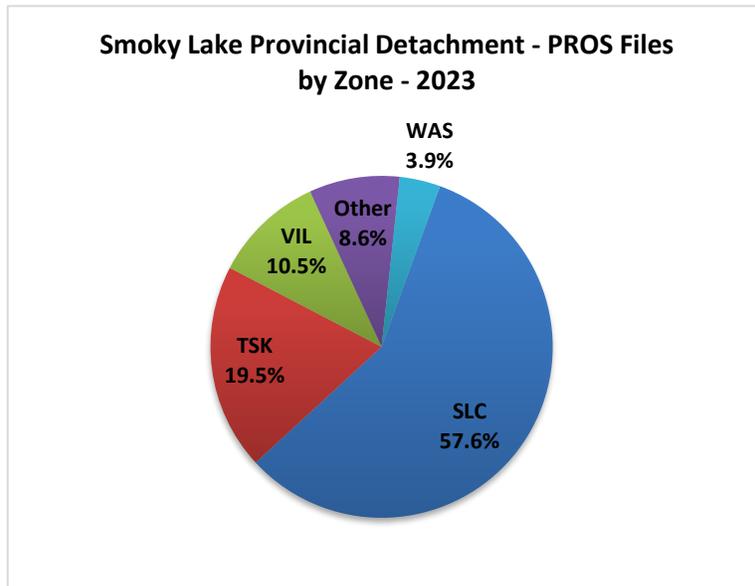
		Day							Total
		Sun	Mon	Tue	Wed	Thu	Fri	Sat	
Hour of the Day	0	11	6	5	6	4	9	11	52
	1	7	4	3	4	5	2	11	36
	2	6	2	4	5	3	3	3	26
	3	8	3	3	3	2	1	3	23
	4	2	2	2	4	7	2	3	22
	5	4	6	3	1	0	5	5	24
	6	6	4	3	2	0	5	5	25
	7	4	6	8	5	5	5	5	38
	8	10	10	21	21	17	15	13	107
	9	8	27	22	16	14	16	12	115
	10	12	28	22	18	20	28	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.

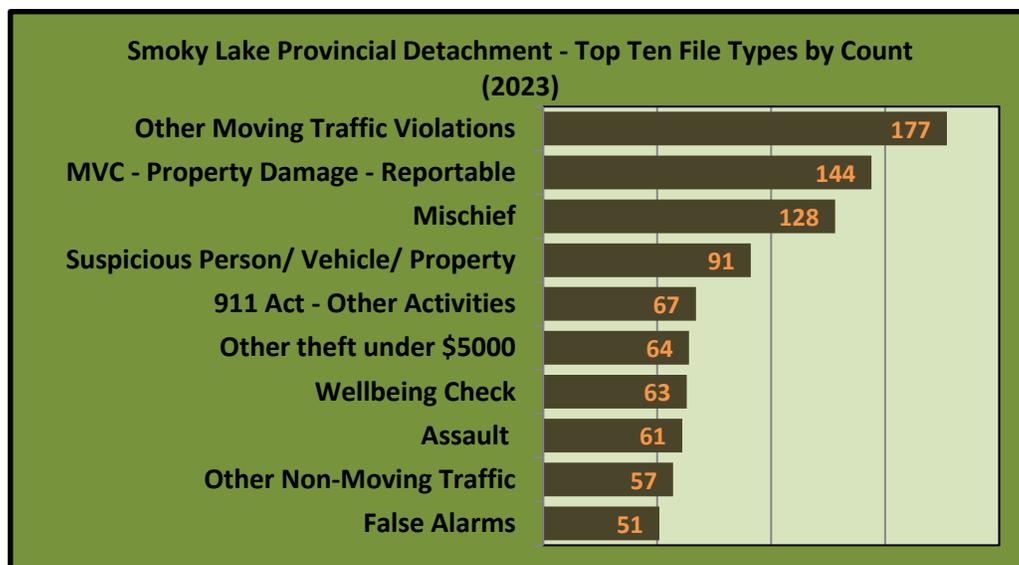
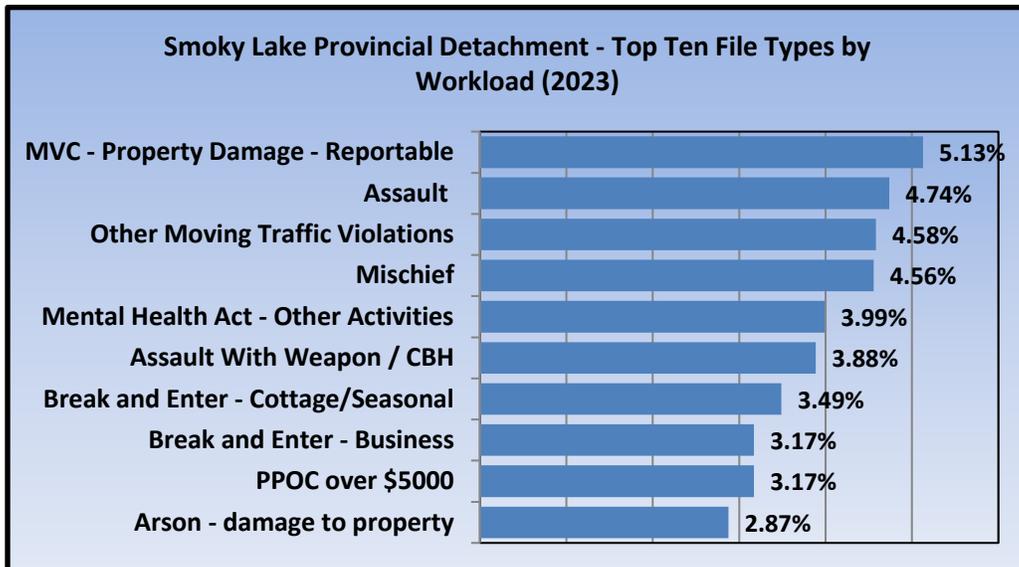
		Day							Total
		Sun	Mon	Tue	Wed	Thu	Fri	Sat	
H o u r s o f t h e D a y	0	11	6	4	6	4	6	10	47
	1	7	3	3	4	5	2	8	32
	2	3	2	4	5	2	2	3	21
	3	7	3	3	3	2	1	3	22
	4	2	2	1	4	7	2	3	21
	5	4	6	3	1	0	5	5	24
	6	6	4	3	2	0	5	5	25
	7	4	6	8	5	5	5	5	38
	8	10	3	10	10	10	10	12	65
	9	8	12	6	5	7	8	10	56
	10	11	14	8	7	6	16	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.



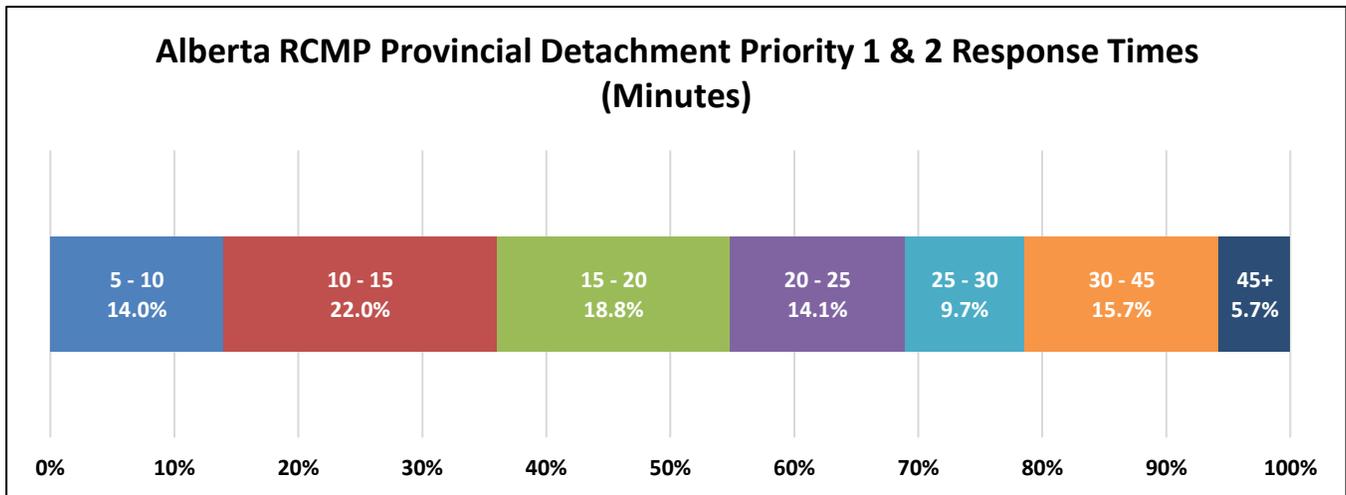


Smoky Lake Provincial Detachment (January - December)

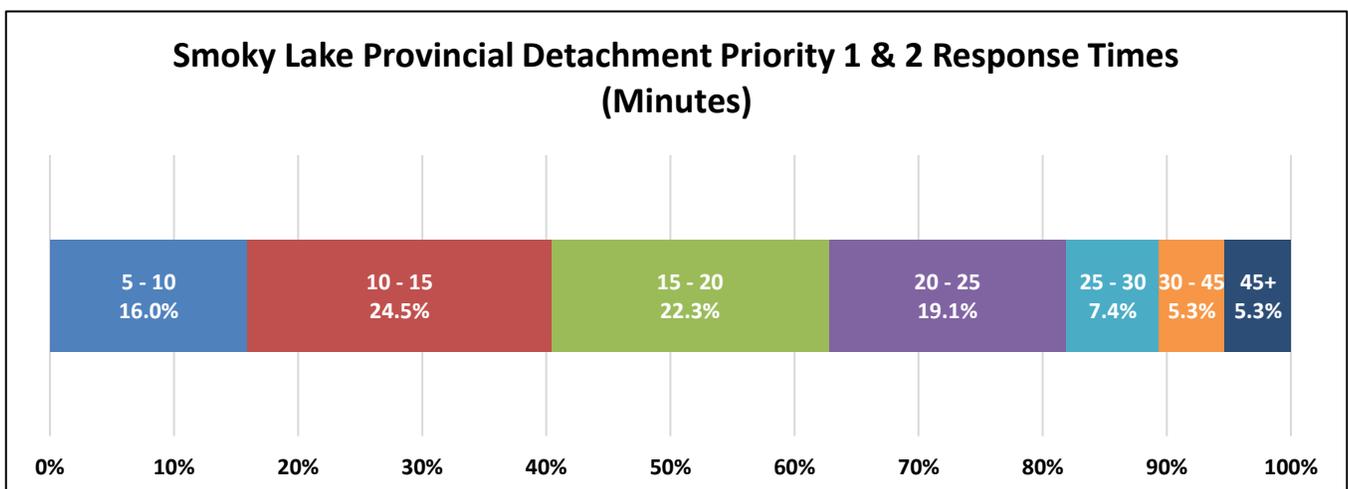
Travel and Total Response Time

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.



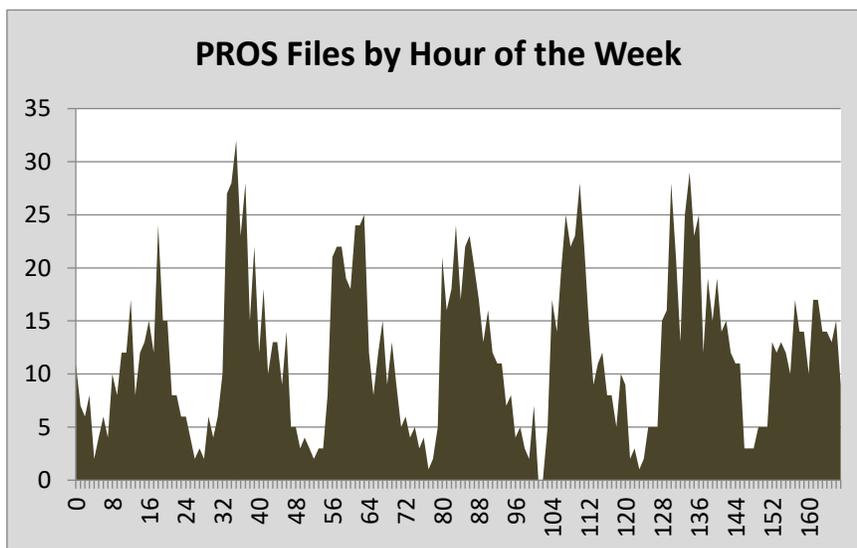
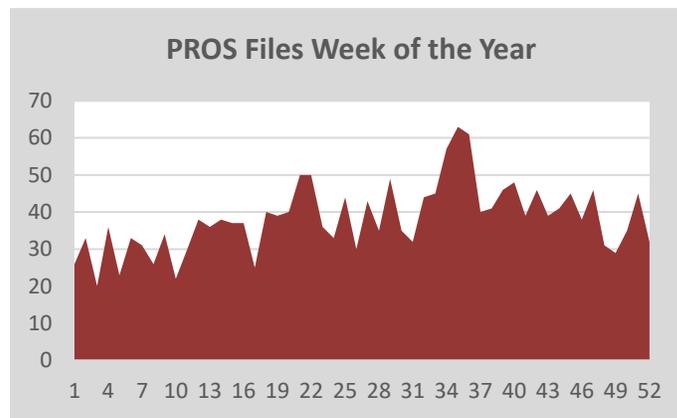
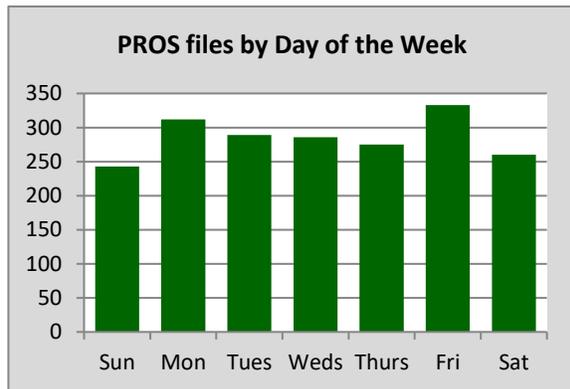
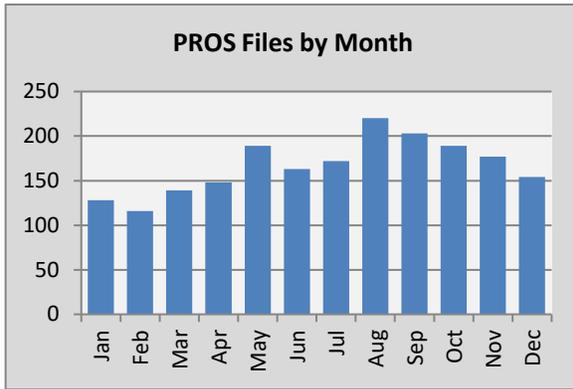
The overall average response time for Priority 1 & 2 calls in 2023 for the Smoky Lake Provincial Detachment was 22.2 minutes. The graph below shows a break down of all of these calls.





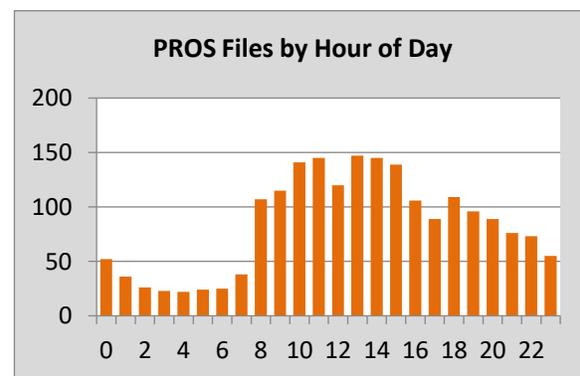
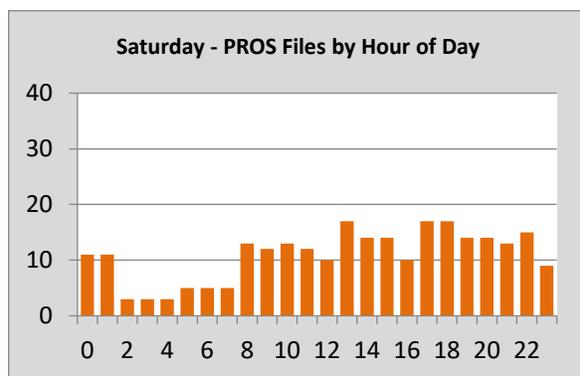
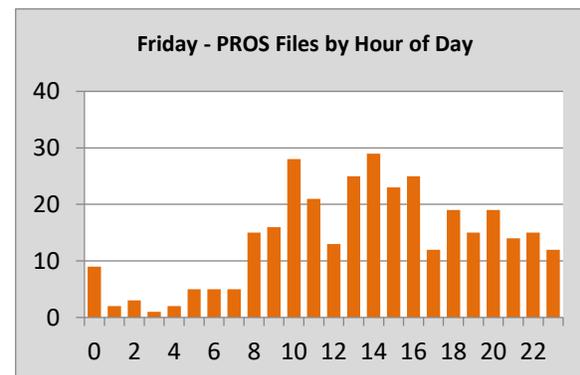
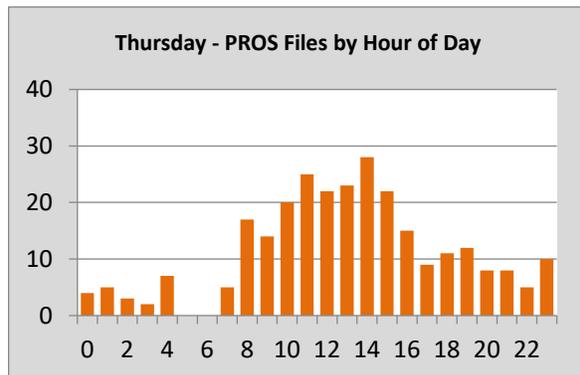
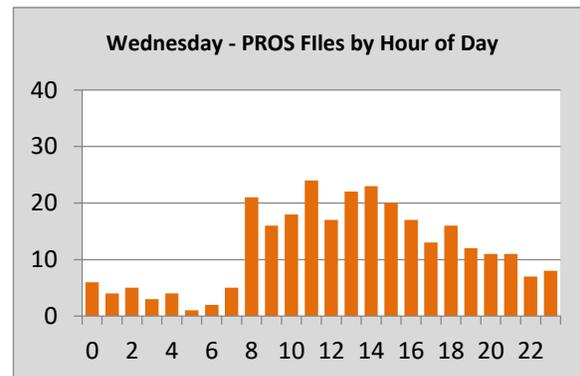
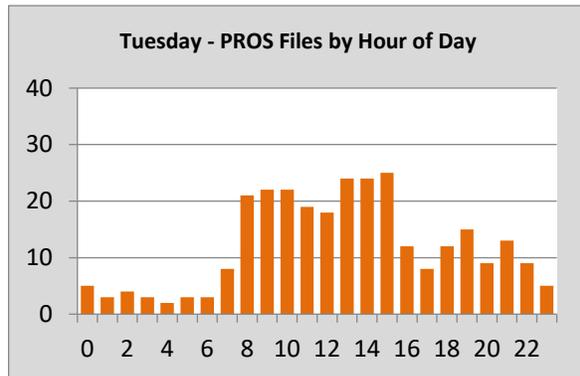
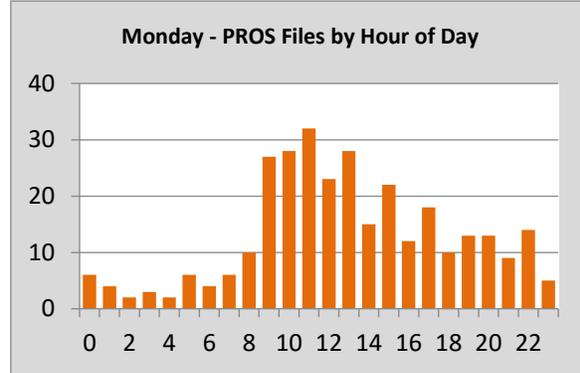
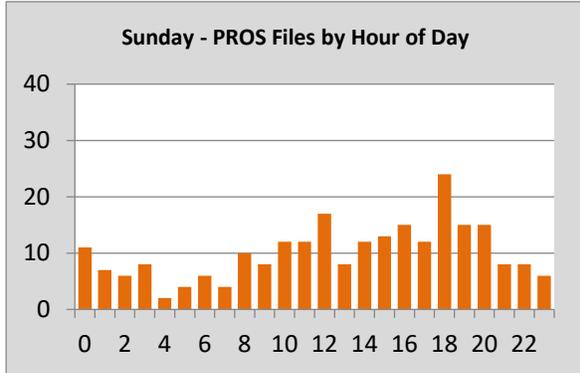
Smoky Lake Provincial Detachment (January - December)

Distribution of Files



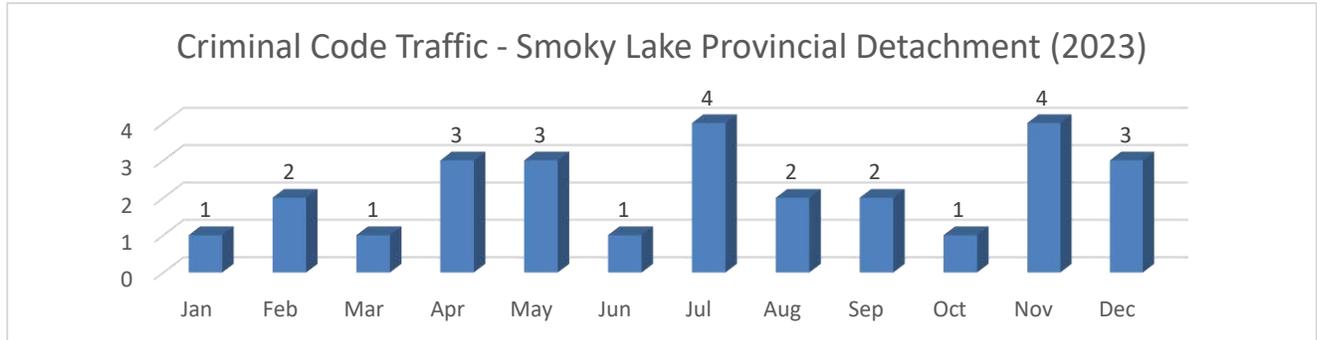


Smoky Lake Provincial Detachment - Files by Day (January - December)





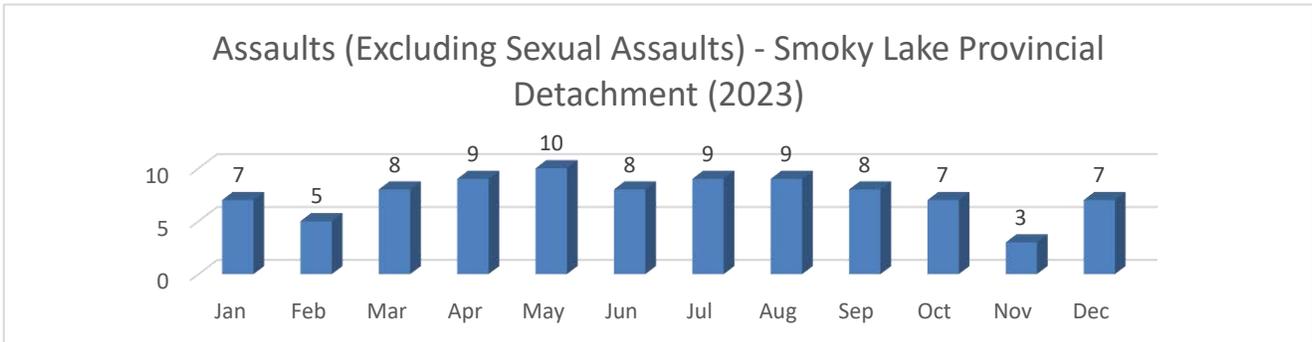
Smoky Lake Provincial Detachment - Criminal Code Traffic (January - December)



		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		



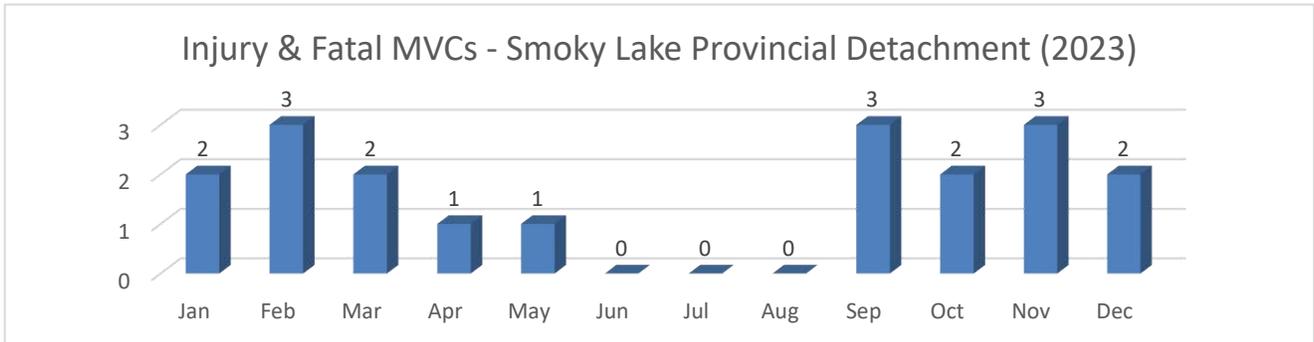
Smoky Lake Provincial Detachment - Assaults (Excluding Sexual Assaults) (January - December)



		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	7
	16	1	1	1	1		1		5
	17	1		1	1			1	4
	18	1	1					4	7
	19							2	2
	20	2		1	1	2	1		7
	21		1	1				1	3
	22			3	2			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.

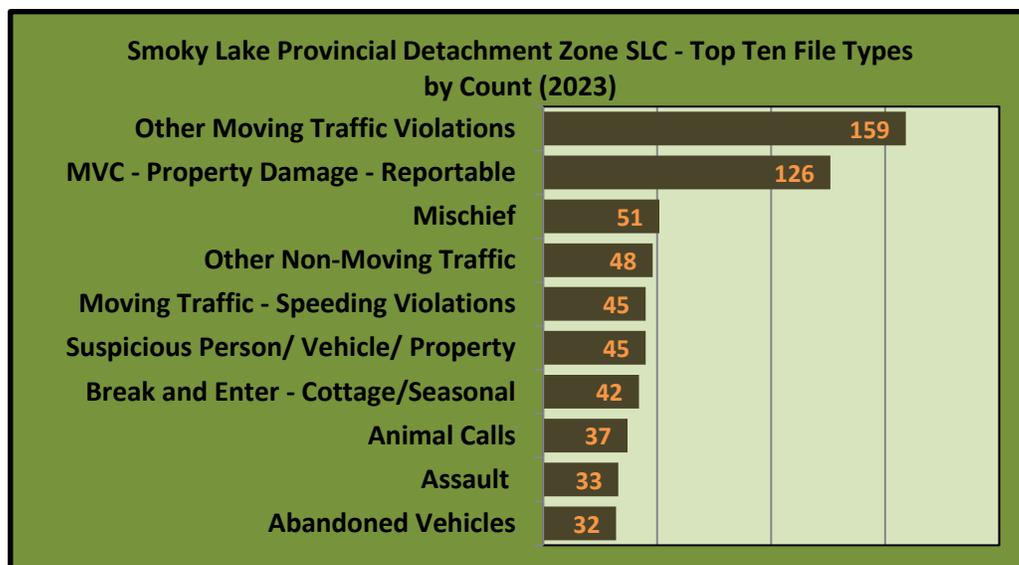
		Day							Total
		Sun	Mon	Tue	Wed	Thu	Fri	Sat	
Hour of the Day	0	5	2	2	3	2	3	2	19
	1	3	2	1	2	2	1	2	13
	2	0	2	2	4	1	1	1	11
	3	5	1	0	3	2	1	2	14
	4	0	2	0	2	4	1	3	12
	5	1	2	1	1	0	2	0	7
	6	3	1	1	1	0	2	3	11
	7	4	1	5	3	3	1	3	20
	8	8	3	7	7	7	5	8	45
	9	4	6	3	2	5	5	5	30
	10	10	5	6	4	2	11	9	47
	11	8	6	5	4	3	3	8	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.

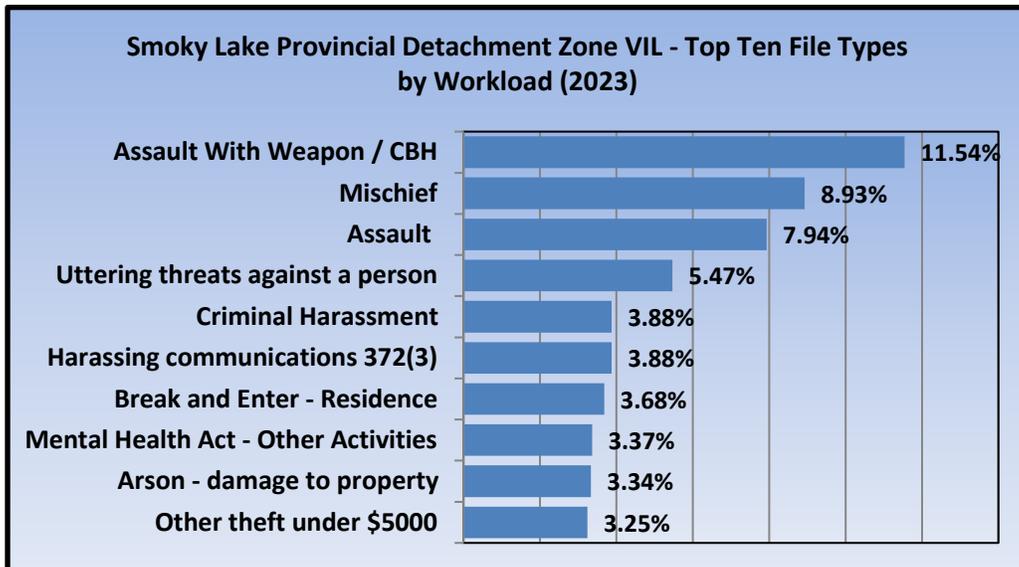
		Day							Total
		Sun	Mon	Tue	Wed	Thu	Fri	Sat	
H o u r o f t h e D a y	0	4	0	0	2	0	1	3	10
	1	2	0	0	1	2	0	4	9
	2	0	0	0	1	0	1	0	2
	3	1	1	1	0	0	0	0	3
	4	1	0	0	1	1	0	0	3
	5	0	1	1	0	0	0	2	4
	6	0	2	1	0	0	0	1	4
	7	0	2	2	0	0	1	0	5
	8	0	0	0	0	0	0	1	1
	9	0	1	2	0	1	1	3	8
	10	0	1	1	0	0	4	0	6
	11	1	2	2	1	1	1	0	8
	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.

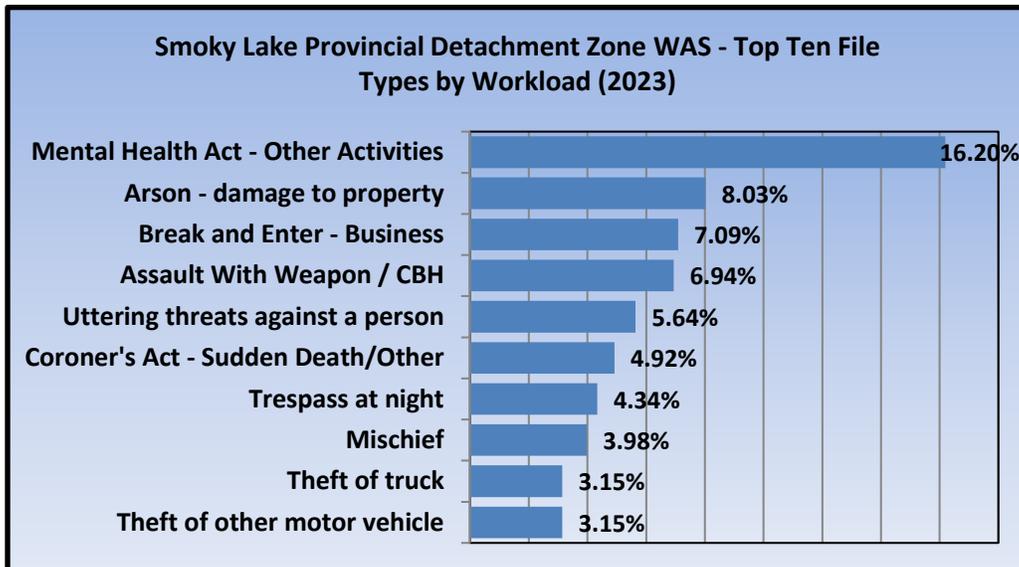
		Day							Total
		Sun	Mon	Tue	Wed	Thu	Fri	Sat	
H o u r o f t h e D a y	0	0	0	1	0	1	0	0	2
	1	0	1	1	0	1	0	1	4
	2	0	0	0	0	0	0	0	0
	3	0	0	0	0	0	0	0	0
	4	0	0	1	0	1	1	0	3
	5	0	0	1	0	0	0	0	1
	6	0	0	0	0	0	0	0	0
	7	0	0	0	0	0	0	0	0
	8	0	0	0	0	0	1	2	3
	9	1	0	0	1	0	0	1	3
	10	0	2	0	1	0	0	1	4
	11	1	0	1	2	1	0	0	5
	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.



Patti Priest

From: Alberta News <alberta.news@gov.ab.ca>
Sent: January 30, 2024 10:17 AM
To: Patti Priest
Subject: News Release: Empowering communities to boost access to justice

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

Empowering communities to boost access to justice

January 30, 2024 [Media inquiries](#)

A new one-time grant will support community-based initiatives to increase access to justice for Albertans.

Resolving legal issues outside the traditional court system can be less stressful on the parties involved, less expensive and faster than going to court, and a growing number of Albertans have shown a preference for resolving issues within their communities rather than through the courts.

To give Albertans more options for resolving criminal, family and civil justice matters outside the courtroom, Alberta's government is investing \$1.2 million in a new one-time grant to support innovative and community-based initiatives that provide alternatives to the formal court system. The Alberta Community Justice Grant would help increase access to justice within a community setting that is proactive, culturally sensitive, trauma-informed and tailored to the specific needs of vulnerable Albertans.

“Community justice programs are a proven and innovative alternative to the formal court system. This grant will help community organizations explore and create innovative programming to provide even more options for Albertans accessing the justice system and help reduce pressure on the courts.”

Mickey Amery, Minister of Justice and Attorney General

Community justice seeks to engage community members in decision-making and encourages collaborative problem-solving to address the root causes of conflict through mediation, peacemaking and other community-based processes that could help resolve conflict outside a courtroom. It also aims to build safer and stronger communities through community involvement, prevention programs and alternative approaches to justice.

Eligible community-based organizations and interest groups can apply for a one-time grant between \$5,000 to \$25,000 to support current community justice programs or create innovative alternatives to the formal court system. Applications will be accepted from Jan. 31 to Feb. 29.

“For 25 years, Calgary Youth Justice Society has helped over 15,000 young people find their way through tough life circumstances and sometimes poor choices that can hold them back from reaching their full potential. An investment like this grant that supports opportunities to steer people away from the justice system and towards effective solutions in the community is a win for all Albertans.”

Denise Blair, executive director, Calgary Youth Justice Society

“Since 2021, the Horn of Africa Educational and Economic Development Society has been dedicated to delivering culturally appropriate services to its community. This new grant will serve as valuable resources for community organizations such as ours to assist Albertans in resolving legal matters outside of criminal courts in a culturally supportive environment.”

Yusuf Ali, board chairperson, Horn of Africa Educational and Economic Development Society

“The Alberta Community Justice Grant program symbolizes a commitment to support families to experience justice, build resilience and improve outcomes. Communities working with Alberta’s Reforming the Family Justice System initiative are exploring transformational cross-sector innovations to reduce reliance on adversarial legal processes while empowering access to supports and skills needed for their social, relationship, parenting, financial and health issues. In this reimagined system, families will thrive.”

Diana Lowe, justice system consultant, Re-imagining Justice

The one-time grant would support community justice initiatives including needs assessments, training resources, technological support and research efforts to increase accessibility to the programs.

Quick facts

- Applications must be based in Alberta and be from one of the following:
 - registered not-for-profit organizations and/or registered charities in good standing
 - a First Nation, Métis Nation of Alberta or Metis Settlements
 - municipalities
 - community groups with a designated fiscal agent
- Individuals, academic institutions, for-profit organizations, Crown corporations, police services and publicly funded institutions are not eligible.

Related information

- [Alberta Community Justice Grant](#)
- [Alberta Community Justice Grant Guidelines](#)

Multimedia

- [Watch the news conference](#)

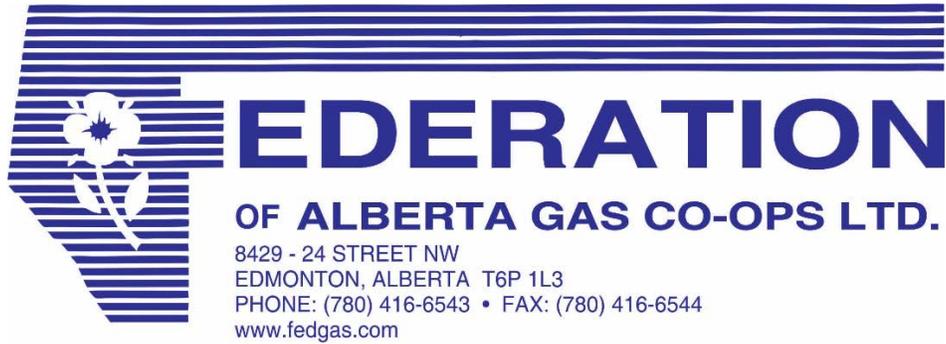
Media inquiries

[Chinenye Anokwuru](#)

780-720-1915

Senior Press Secretary, Justice

[View this announcement online](#)
[Government of Alberta newsroom](#)
[Contact government](#)
[Unsubscribe](#)



January 30, 2024

Daniel Moric, Gas Manager
Smoky Lake County
Box 310
Smoky Lake, AB T0A 3C0

Dear Mr. Moric:

Re: 2024 Operations & Maintenance (O&M) Audit for Smoky Lake County

As part of the required Operations and Maintenance expectations of all Federation members, Smoky Lake County is scheduled for its next O&M Audit on May 6, 2024. As a number of audits are booked for this time of year, it is imperative that any known scheduling conflicts be forwarded immediately upon receipt of this letter.

Your O&M Audit will start at the beginning of the day, generally taking most of the day to complete. The O&M Auditor will contact you at least one week prior to your audit date, to confirm the specific start time.

The O&M Audit is comprised of three parts, Office Operations, Tools and Equipment, and Field Inspections. In preparation for the audit, please refer to the Audit Procedures section and associated attachments (listed below) of the O&M Manual on the Federation website.

(www.fedgas.com/Members Area/Operations & Maintenance/O&M Audits)

- The O&M Audit Form (Attachment A) details all the required documentation/information that will be reviewed during the O&M Audit.
- The Employee Training Records (Attachment B), or an equivalent form, is to be completed and provided to the Auditor at the start of the audit.

For the Office Operations part of the audit,

- To improve the efficiency and effectiveness of the audit, please submit the required documentation to be reviewed as part of the audit, at least one week prior to your audit date. Having the Auditor review this documentation prior to the start of the audit ensures that there is sufficient time for reviewing or answering any questions or concerns that you, your Personnel, or the Auditor may have on the Office Operations.
- To assist Utilities with all the required documentation reviewed during the audit, sample forms/templates have been created and are available on the Federation website.

For the Tools and Equipment part of the audit,

- For the Service Vehicle that is being inspected during the audit, please make arrangements to have it available the morning of the audit.

For the Field Inspection part of the audit,

- To ensure that the field locations that we visit during the Audit are different from those that were visited as part of prior Audits, please provide a Meter/Block Valve/Reg/Intermediate Station/RMO inventory report, at least one week prior to your audit.

- If you have any locations (RMO's) that require special permission for access, please make the appropriate arrangements for us to go there in the afternoon of the audit.

Any documentation that is being sent in prior to or after the audit can be sent to myself for review with the Auditor.

Upon completion of the audit and prior to the Auditor leaving your Utility, the Auditor will review the audit findings with you.

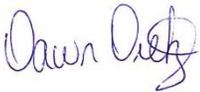
Your O&M Auditor will be Delbert Beazer and can be reached at (403) 849-0311 or dbeazer@fedgas.com.

For a copy of your previous O&M Audit findings, please let me know.

Failure to comply with any part of the O&M Audit Process, as detailed in the Audit Procedures Section of the O&M Manual, will be reported to the Federation Executive Director who will report to the Federation Board of Directors and the Chief Officer under the *Gas Distribution Act* for further action.

Thank you for your co-operation.

Sincerely,

A handwritten signature in blue ink that reads "Dawn Dietz". The signature is cursive and includes a stylized flourish at the end.

Dawn Dietz, O&M Program Administrator
ddietz@fedgas.com / 780-400-3001

cc: Lorne Halisky, Reeve
Tyrell Ludwig, Chief Officer under the *Gas Distribution Act*

Notice

New Alberta codes editions

National Building Code – 2023 Alberta Edition (NBC(AE))

National Fire Code – 2023 Alberta Edition (NFC(AE))

National Energy Code of Canada for Buildings 2020 (NECB)

Coming into Force

The National Building Code - 2023 Alberta Edition, National Fire Code - 2023 Alberta Edition and the National Energy Code of Canada for Buildings 2020 will **come into force on May 1, 2024**.

The National Building Code - 2023 Alberta Edition and the National Fire Code - 2023 Alberta Edition are now available online and in downloadable form for free from the National Research Council [here](#). Paper copies will also be available soon for order at a reduced price from the National Research Council's [Virtual Store](#). The National Energy Code of Canada for Buildings 2020 was previously made available for free online and downloadable from the same site.

Alberta has jurisdiction over safety codes, as do all Canadian provinces and territories. The Alberta government worked closely with industry, municipal associations and technical experts across the province to determine if Alberta needed to modify anything from the 2020 national code publications. The government also works with Alberta's Safety Codes Council to review safety codes and standards proposed for adoption and receives input and advice from the Council to help ensure the codes are appropriate for Alberta.

While Alberta is a signatory to the Construction Codes Reconciliation Agreement to reduce barriers to trade and support harmonized codes across Canada, the provincially focused review ensured the upcoming changes to Alberta code editions best support the needs of Albertans.

Key changes to the Alberta editions of the building, fire and energy codes

- Farm buildings will continue to be exempt from Alberta's editions of the building, energy efficiency and fire codes.
- Alberta is adopting tier 1 as the minimum province-wide standard for building energy efficiency for housing and small buildings under Part 9 of the Alberta edition of the National Building Code and tier 1 for energy efficiency for other buildings in the National Energy Code for Buildings 2020. These codes allow provinces and territories to choose from five tiers or levels for energy efficiency performance at a pace best suited for their jurisdiction and in recognition of their specific sources of energy.

[Fire codes and standards | Alberta.ca](#)

[Building codes and standards | Alberta.ca](#)

Transition Period

Municipal Affairs recognizes that municipalities require flexibility to appropriately manage the transition period for the administration of new code requirements. Industry also benefits from additional time to become familiar with the new code changes. There is a transition period to allow municipalities and other authorities having jurisdiction the time to prepare for the new code changes and allow construction in progress with a valid permit to continue under the previous code edition. For this code transition period, Municipal Affairs has provided additional flexibility and time for when building projects can continue under the previous codes prior to the May 1, 2024 coming into force date.

Municipalities and other authorities having jurisdiction may restrict building permit applications to the National Building Code – 2019 Alberta Edition, National Fire Code – 2019 Alberta Edition and National Energy Code for Buildings 2017 and other administration activities until May 1, 2024.

After May 1, 2024, the following transition conditions apply:

1. If building construction is in progress with a valid permit issued under the 2019 building and fire code editions, the NECB 2017 or previous codes by the authority having jurisdiction, construction is allowed to proceed under the code in force at the time of construction. Unless an unsafe condition exists in the opinion of the authority having jurisdiction, construction in progress is not required to be updated to the 2023 building and fire code provisions or to the NECB 2020.
2. Construction may continue under the 2019 building and fire code editions and the NECB 2017 for work for which a building permit application is made to the authority having jurisdiction prior to May 1, 2024. A person may choose to construct to the 2023 building and fire code editions and the NECB 2020 earlier if the authority having jurisdiction allows. Under the *Safety Codes Act*, municipalities have the authority to carry out their powers and duties as an accredited municipality including the administration of their permit system. Check with your local accredited municipality respecting permit review and approval during the transition period.
3. The project may continue under the 2019 building code edition and the NECB 2017 if the authority having jurisdiction is satisfied the preparation of plans and specifications was substantially completed prior to May 1, 2024.
4. For factory-built buildings (modular homes) which are under a certification process administered by an organization accredited by the Standards Council of Canada, construction may continue under the 2019 building code edition and the NECB 2017 where construction started prior to May 1, 2024.

The builder will be required to provide the homeowner and permit issuer with appropriate documentation proving the construction start date occurred prior to May 1, 2024. In cases where the home is not substantially completed in the manufacturer's facility, the manufacturer's record of start date will be used.

In the coming months, Municipal Affairs and the Safety Codes Council will provide additional information and education sessions related to applications of the codes including key changes from the previous codes and differences between the national and Alberta editions.

For further information contact Municipal Affairs

Email: safety.services@gov.ab.ca Phone: 1-866-421-6929

To sign up for our List Subscription Service go to: http://municipalaffairs.gov.ab.ca/am_list_subscription_services

[Fire codes and standards | Alberta.ca](#)

[Building codes and standards | Alberta.ca](#)

Inside Outside Studios Inc
County Map Sales Annual Report
info@ihunterapp.com
January 12, 2024

2023 County Map Sales Annual Report

Greetings,

Inside Outside Studios and the iHunter Alberta app team would like to thank you once again for your continued participation in the landowner map program. We have added six new counties / MDs to the program this year, improving the offering and making iHunter the go to destination for hunters, businesses and landowners for digital land ownership maps.

Sales have increased or remained stable for most counties, and the average royalties have increased again as we continue to reduce our sales overhead. We have introduced <https://store.ihunterapp.com> as an alternative purchasing location for users, which allows us to sell the same digital content with much lower fees than Google or Apple stores. These cost savings continue to be passed on to the County / MD. In light of the cost savings, and to incentivize users to update to the latest version of each map, we are providing a 20% discount when updating from a previous version of the same map (on the new store). The total revenue stays the same as a purchase from Apple/Google, users are happier and more willing to update, and we get the latest version of landowner data in more people's hands.

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.

There are some US-based companies entering the land ownership market, and we anticipate counties may be approached to license your maps. Although our license agreements are not exclusive, we appreciate your continued support of our small Canadian business, and hope that our partnership can continue in a mutually beneficial manner. We are available to discuss our license agreement, exclusive licensing, or any questions you may have.

Thanks again for your continued participation. Reference the data included below to see how your county map sales are comparing to other counties and to previous years. Let us know if there are any questions or concerns about the sales, revenues, or pricing for the upcoming

year. Finally, if you have a new map available, please send it our way and we will get it integrated into the app.

Thanks,

Mark Stenroos

Inside Outside Studios Inc (iHunter Alberta)

	2023	2022	2021	2020	2019
Acadia (2022)	151	133	134	165	106
Beaver (2023)	636	538	620	593	433
Big Lakes (2023)	508	439	-	-	-
Bonnyville (2023)	650	354	541	559	361
Brazeau (2023)	567	479	526	523	365
Camrose (2023)	555	362	419	492	420
Cardston (2023)	630	507	469	576	426
Clear Hills (2021)	368	379	459	393	310
Clearwater (2020)	1199	1001	1244	1435	705
Flagstaff (2022)	474	511	605	587	456
Greenview (202_)	1174	-	-	-	-
Kananaskis I.D. (2009)	289	286	329	395	-
Lac Ste Anne (2021)	525	553	660	624	413
Lacombe (2022)	446	445	454	424	368
Lethbridge (2023)	409	285	373	375	249
Mackenzie (2023)	252	-	-	-	-
Minburn (2023)	405	340	246	276	-
Mountain View (2022)	681	666	-	-	-
Northern Lights (2023)	683	623	-	-	-
Northern Sunrise (2022)	300	327	322	268	256
Paintearth (2023)	414	356	410	404	280
Peace (2022)	231	215	168	191	137
Ponoka (2023)	524	428	430	437	359
Red Deer (2022)	632	668	674	654	490
Saddle Hills (2023)	1283	1133	1167	1038	806
Smoky Lake (2023)	345	326	318	333	226
Smoky River (2023)	373	-	-	-	-
Special Area No. 2 (2023)	660	-	-	-	-
Special Area No. 3 (2023)	378	-	-	-	-
Special Area No. 4 (2023)	382	-	-	-	-
Stettler (2020)	452	460	568	606	539
Sturgeon (2023)	474	300	376	424	253
Taber (2022)	419	450	438	366	295
Wainwright (2023)	548	442	522	489	403
Warner (2023)	577	517	483	536	424
Wetaskiwin (2023)	456	361	-	-	-
Wheatland (2022)	378	438	529	461	301
Woodlands (2022)	753	775	761	704	596



Smoky Lake County

4612 McDougall Drive
PO Box 310
Smoky Lake AB T0A 3C0

RECEIPT OF PAYMENT

Inside Outside Studio Inc.

Receipt Number: 28887

Tax Number:

Date: January 3, 2024

Initials: BS

Type	Account / Ref. #	Description	Quantity	Discount	Amount Paid	Balance Remaining
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General	MAPSL	Map	N/A	\$0.00	\$2,957.92	N/A
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Cheque Number: 1009

Subtotal: \$2,957.92

Taxes: \$0.00

Total Receipt: \$2,957.92

Cheque: \$2,957.92

Total Amount Received: \$2,957.92

Rounding: \$0.00

Amount Returned: \$0.00

INSIDE OUTSIDE STUDIOS INC
(IHUNTER) 2023.11.30

Smoky Lake County

2023 Map Royalties
GST on purchases (Input Tax Credit)

001009
2,817.47
140.45

BANK ACCOUNTS:Cl 2023 Map Sales

2,957.92

From: Harpreet <Harpreet@nwstl.ca>
Sent: January 23, 2024 3:59 PM
To: Harpreet <Harpreet@nwstl.ca>
Subject: Tree Tribe Initiative- Proposal for Free Tree Planting

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

hi,

I hope this mail finds you well. My name is Harpreet Kaur I am writing on behalf of Mr. Rajan Ahluwalia, the Executive Director of NWST Charitable Foundation. We are a nurturing charitable organization established in 2022 dedicated to promoting tree plantation for environment sustainability. I am writing to propose a community-driven initiative that aims to enhance the preservation of nature and overall well-being of our community. As a committed resident and environmental advocate, We believe that planting trees is a crucial step towards creating a healthier, more sustainable future for our community. We are going to plant 250,000 trees this year all over Alberta and would like you to be part of this initiative. This initiative is intended to address environmental concerns, improve air quality, promote biodiversity, and enhance the overall aesthetic appeal of our community.

We have already written our proposal to various municipalities in 2022 and got superb response from the communities. We have received letter of interest from almost every community we proposed our project to. We have been working tirelessly since then to execute our projects towards the environment and 2023 was all about the pre-work done by the team and volunteers to make it a success. We have procured a land in Thorhild County dedicated only for growing trees. We are thrilled to announce that we are ready now to implement our Tree Tribe Initiative starting this year from April 2024 onwards.

We will be planting trees free of cost for you; all you have to give us is any designated area in your jurisdiction to plant tree. These sites could include public parks, community spaces, roadside verges, and any other areas that align with the municipality's environmental goals.

We once again would like you to give us your expression of interest for this initiative. We believe that implementing this free tree planting initiative will not only benefit our environment but also strengthen the bonds within our community. We kindly request the municipality's support in making this proposal a reality and look forward to the opportunity to discuss the details further.

Volunteers and donations play a crucial part for any charitable organization so, we welcome volunteers or any of in kind or cash donations for this initiative, as your involvement will be an investment in a greener, healthier, and more sustainable future.

We remain enthusiastic about the prospect of working together to create a greener and more sustainable future for our community.

Please note, it's on a first come first basis.

Sincerely,

Regards,

Harpreet Kaur

NWST Charitable Foundation

Registered Charity # 706146404RR0001

Unit 254, 8170 50 Street, Edmonton, AB T6B1E6

Tel Office: **780-450-3232**

Tel Mobile: **780-280-7171**

www.nwstl.ca www.nwstl.ca





Box 180 | 5021 - 50 Street | Andrew, AB | T0B 0C0

January 20, 2024

Barbara McCarthy, CPA, CA
JMD Group LLP - Chartered Professional Accountants
Box 1452
4925 - 50 Avenue
St. Paul, Alberta T0A 3A0

Dear Barbara,

On behalf of the Municipality of the Village of Andrew, I wish to express our sincere apologies for the circumstances that occurred over spring 2023.

We recognized that JMD Group LLP was wrongfully maligned verbally and in the local media by our Chief Administrative Officer at the time. The negative statements and criticisms around JMD Group's audit services that called into question your firm's work, were entirely unfounded and unprofessional. Council greatly regrets all that transpired.

Our decision to re-engage with JMD Group LLP to complete the 2022 audit demonstrates Council's trust and confidence in your firms' competence and professionalism.

We are very sorry for the adverse affects from the actions of the past spring. Council will work to ensure such actions never occur again.

Sincerely,

Barry Goertz
Mayor,
Village of Andrew
C/o Council

From: Health Minister <Health.Minister@gov.ab.ca>
Sent: Friday, January 26, 2024 12:48:57 p.m.
To: lhalisky@smokylakecounty.ab.ca <lhalisky@smokylakecounty.ab.ca>
Cc: Martin Long <Martin.Long@assembly.ab.ca>
Subject: Doctors in Smoky Lake

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

AR 216790

Dear Lorne Halisky:

Thank you for your email regarding the recruitment of Dr. Arian Esterhuizen, an international medical graduate (IMG) to Smoky Lake.

Please be assured that the Government of Alberta recognizes the significant role that IMGs play in delivering quality health care to patients; Alberta Health strongly supports programs that help to integrate IMGs into the health workforce.

The College of Physicians and Surgeons of Alberta (CPSA) is the mandated authority that assesses and licenses all physicians in Alberta, including IMGs. Physicians can only practise in Alberta after they have met the CPSA's requirements. The practice readiness assessment (PRA) is part of the assessment process for IMGs to demonstrate their core knowledge, clinical skills, and proficiency in patient management and resource utilization.

The PRA process is an arrangement between the CPSA and AHS. The duration of the assessment was developed to ensure physicians that wish to practise in Alberta have the right skills and can practise safely. While I do not have any further details regarding Dr. Esterhuizen's application, I understand that CPSA has been working with her to begin her assessment.

Physician recruitment in Smoky Lake requires the collaborative effort of all interest groups, including Alberta Health, Alberta Health Services (AHS), the local community, and other health care providers. As Minister of Health, I appreciate the ongoing efforts by the Smoky Lake community and other interest groups to recruit physicians to serve the residents of Smoky Lake and the surrounding communities.

Regarding physician recruitment to Smoky Lake, AHS is actively supporting physician sponsorship positions for the Smoky Lake area. 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.

Please be assured that a primary focus of our government over the next four years is to ensure Albertans have improved access to world-class health care when and where they need it. As highlighted in my [mandate letter](#) from Premier Smith, a key priority under my leadership is to address challenges in attracting, training, and retaining health professionals in areas of need, including Smoky Lake.

We will continue working to ensure Albertans can access health professionals, including physicians, no matter where they live. Thank you again for bringing your concerns to my attention.

Sincerely,

Adriana LaGrange

Minister of Health

cc: Martin Long, Parliamentary Secretary for Rural Health

**Budget to Actual 2023
Notes As At Jan 16, 2024**

Taxes (net)	<i>Taxes levied were \$12,964,455. This is \$91,000 higher than budgeted due to assessment changes made after tax levy date.</i>																																																												
Legislative	<i>Council currently has a savings of \$9,000. There may be some small invoices to process from December still.</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 will result in a surplus for the admin department</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 Services	<p><i>The grants to organizations was overspent by \$11,000, however this is offset by spending less on intermunicipal meetings and promotional supplies.</i></p> <table border="0"> <tr> <td style="padding-left: 40px;">6000 STARS</td> <td style="padding-left: 20px;">\$</td> <td style="padding-left: 20px;">1,000.00</td> <td>Kalyna</td> </tr> <tr> <td style="padding-left: 40px;">500 Randy Russ Memorial Race</td> <td style="padding-left: 20px;">\$</td> <td style="padding-left: 20px;">250.00</td> <td>Worlds Longest Hockey game for kids</td> </tr> <tr> <td style="padding-left: 40px;">\$ 1,500.00 SL Library</td> <td style="padding-left: 20px;">\$</td> <td style="padding-left: 20px;">500.00</td> <td>SL Riding Club</td> </tr> <tr> <td style="padding-left: 40px;">\$ 1,500.00 Anne Chorney Library</td> <td style="padding-left: 20px;">\$</td> <td style="padding-left: 20px;">1,500.00</td> <td>Vilna Library</td> </tr> <tr> <td style="padding-left: 40px;">\$ 1,500.00 Threshing Bee</td> <td style="padding-left: 20px;">\$</td> <td style="padding-left: 20px;">500.00</td> <td>Archery Nationals</td> </tr> <tr> <td style="padding-left: 40px;">\$ 1,000.00 Minor Hockey Provincials</td> <td style="padding-left: 20px;">\$</td> <td style="padding-left: 20px;">300.00</td> <td>Kinnettes Ladies Night</td> </tr> <tr> <td style="padding-left: 40px;">\$ 1,000.00 SL Fire Dept</td> <td style="padding-left: 20px;">\$</td> <td style="padding-left: 20px;">2,673.32</td> <td>Stry Uk Cath Rec Soc (rest cov by grant)</td> </tr> <tr> <td style="padding-left: 40px;">\$ 500.00 Ukrainian Day Activity</td> <td style="padding-left: 20px;">\$</td> <td style="padding-left: 20px;">1,000.00</td> <td>Vilna & Dist Ag Soc</td> </tr> <tr> <td style="padding-left: 40px;">\$ 350.00 Lac Labiche County</td> <td style="padding-left: 20px;">\$</td> <td style="padding-left: 20px;">300.00</td> <td>SL Golf Club</td> </tr> <tr> <td style="padding-left: 40px;">\$ 14,000.00 Waskatenau Curling Club</td> <td style="padding-left: 20px;">\$</td> <td style="padding-left: 20px;">200.00</td> <td>Wask Remembrance Day</td> </tr> <tr> <td style="padding-left: 40px;">\$ 100.00 Dart Tournament</td> <td style="padding-left: 20px;">\$</td> <td style="padding-left: 20px;">200.00</td> <td>SL Remembrance Day</td> </tr> <tr> <td style="padding-left: 40px;">\$ 240.00 Christmas Hamper</td> <td style="padding-left: 20px;">\$</td> <td style="padding-left: 20px;">500.00</td> <td>SL Curling</td> </tr> <tr> <td style="padding-left: 40px;">\$ 2,673.32 Ukrainian Orth Soc of Sped</td> <td style="padding-left: 20px;">\$</td> <td style="padding-left: 20px;">350.00</td> <td>Holubka Dancers</td> </tr> <tr> <td style="padding-left: 40px;"><u>\$ 40,136.64</u></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td style="padding-left: 80px;">balance remaining</td> <td style="padding-left: 20px;">-\$ 11,136.64</td> <td></td> </tr> </table> <p><i>overage funded from MSI grant and Contingency</i></p>	6000 STARS	\$	1,000.00	Kalyna	500 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	\$ 2,673.32 Ukrainian Orth Soc of Sped	\$	350.00	Holubka Dancers	<u>\$ 40,136.64</u>					balance remaining	-\$ 11,136.64	
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Fire Services	<i>Fire fighting costs were higher than expected and it looks like call revenues will end the year lower than budget. We do expect funds back from a fire grant, but the amount will not be known until the future. For 2023 a deficit of +/- \$120,000 can be expected</i>																																																												
Bylaw	<i>Savings in operational costs should provide a surplus of +/- \$50,000</i>																																																												
Transportation	<i>There are still costs and adjustments to record under transportation. I rough estimate of the surplus is +/- \$200,000</i>																																																												
Environmental Services	<i>Water should end the year with a surplus of +/- \$50,000 Sewer +/- \$5,000 . Waste will end with a deficit +/- \$75,000 due to decrease in revenues and additional requirements for ground water monitoring</i>																																																												
FCSS	<p><i>2023 FCSS funds granted out are:</i></p> <table border="0"> <tr> <td style="padding-left: 40px;">1250 SL Holubka Dancers</td> <td style="padding-left: 20px;">3250 SL Library</td> </tr> <tr> <td style="padding-left: 40px;">1000 SL Legion</td> <td style="padding-left: 20px;">1000 Warspite Community Hall</td> </tr> <tr> <td style="padding-left: 40px;">1000 Vilna Veselka Dancers</td> <td style="padding-left: 20px;">2700 Green Thumb/Golden Needles Respect in</td> </tr> <tr> <td style="padding-left: 40px;">6000 Fire Camp motion 371-23</td> <td style="padding-left: 20px;">2000 Sports</td> </tr> <tr> <td style="padding-left: 40px;">2500</td> <td style="padding-left: 20px;">Victoria Trail Ag</td> </tr> <tr> <td></td> <td style="padding-left: 20px;">900 Soc</td> </tr> <tr> <td style="padding-left: 40px;">93308 Aspenview FSLW</td> <td style="padding-left: 20px;">5000 Public Scating</td> </tr> <tr> <td style="padding-left: 40px;"><u>\$ 119,908.00</u></td> <td style="padding-left: 20px;"><u>-\$ 124.00</u></td> </tr> <tr> <td style="padding-left: 80px;">grant remaining</td> <td></td> </tr> </table>	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	2500	Victoria Trail Ag		900 Soc	93308 Aspenview FSLW	5000 Public Scating	<u>\$ 119,908.00</u>	<u>-\$ 124.00</u>	grant remaining																																											
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Planning & Communication	<i>Currently Planning is over budget by +/- \$131,000. I believe this is due do the granted projects. Once the grants are reconciled and appropriate entries are made I expect the department to finish close to budget.</i>																																																												
Agriculture Service Board	<i>Ag Services received \$40,000 more in grant revenue than budgeted. This, along with overall savings should result ing a +/- \$100,000 surplus</i>																																																												
Economic Development	<i>RCDC development has spent \$21,687 of the \$115,000 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 Services	<i>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.</i>																																																												
Gas	<p><i>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 +/- \$200,000</i></p> <p><i>The odorant has a profit of \$79,558 (\$16,000 less than budgeted)</i></p>																																																												

The CNG program has been cancelled therefore there is no revenue (\$17,000 revenue was budgeted)

NG Administration Cost savings should be +/- \$100,000

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	Old			
	Total	Current	Over 30 days	Receivables
	\$ 108,056.59	\$ 66,246.55	-\$ 4,034.62	\$ 45,844.66

Taxes Receivable	Arrears prior to 2023			
	Total	2023 o/s	to 2023	Allowance for write off
Percentage of 2023 taxes collected: 97%	\$ 2,680,429.52	\$ 391,042.22	\$ 2,348,365.41	\$ 1,862,486.00

Natural Gas Receivable current accnts are overpaid due to budget plan.	Total	Current	Over 90 days
		\$231,705.63	\$207,417.67

Warspite Water Receivable	Total	Current	Over 90 days

SMOKY LAKE COUNTY
For the Twelve Months Ending December 31, 2023

	Municipal Budget to Actual Report				Notes
	YTD ACTUAL	YTD BUDGET	VARIANCE	VAR %	
	Period 12	2023 BUDGET			
OPERATING REVENUE					
Taxes					
Farmland & Residential	\$4,141,255	\$4,112,277	(\$28,978)	(0.70%)	
Machinery & Equipment	1,279,951	1,380,287	100,336	7.27%	
Non - Residential	1,377,876	1,304,804	-73,072	(5.60%)	Assessment changes have
Linear	6,143,854	5,998,187	-145,667	(2.43%)	resulted in \$91,000 more tax
Provincial Government	12,479	68,756	56,277	81.85%	revenue
Sewer Levy	9,040	9,040	0	(0.00%)	
Other Income					
Well Drilling/Drill Rigs	5,101	5,500	399	7.26%	Will likely have to write off
Penalties	398,604	85,300	-313,304	(367.30%)	penalties to oil and gas
User Fees and Sales of Goods	464,135	595,709	131,574	22.09%	Extra efforts to maximize
Investment Income	887,696	350,000	-537,696	(153.63%)	interest opportunities
Development Levies	111,328	58,500	-52,828	(90.30%)	Includes road haul
Licenses and Permits	260,358	224,500	-35,858	(15.97%)	
Sales to Other Governments	326,643	342,135	15,492	4.53%	
Grants					
Provincial Conditional - Operating	541,420	707,215	165,795	23.44%	journal entries still needed
CLC	117,100	113,230	-3,870	(3.42%)	
Transfer from Operating Reserve	790,000	913,969	123,969	13.56%	
TOTAL OPERATING REVENUE	16,866,840	16,269,409	-597,432	(3.67%)	
OPERATING EXPENSES					
Salaries, Wages, and Benefits					
Salaries & Wages	6,227,811	6,050,102	-177,709	(2.94%)	Overall, payroll costs are on
Benefits	567,490	1,361,818	794,327	58.33%	track. Journal entries to
WCB	88,979	85,000	-3,979	(4.68%)	accrue vacation and sick time
Other Wages	4,132	10,000	5,868	58.68%	still needed
Contracted and General Services					
Mileage	33,949	56,350	22,401	39.75%	
Meals and Lodgings	71,080	95,360	24,280	25.46%	
Membership & Conference Fees	56,906	59,015	2,109	3.57%	
Freight, Express, Postage	34,571	44,450	9,879	22.23%	
Telephone & Communication	85,708	99,410	13,702	13.78%	
Training	48,764	126,000	77,236	61.30%	
Advertising, Printing, Subscriptions	49,114	70,050	20,936	29.89%	
Accounting & Auditing	34,371	42,000	7,629	18.16%	Audit fees are paid once per
					year
					There have been several
					unplanned issues requiring
Legal Fees	52,919	42,500	-10,419	(24.51%)	legal consultation
Assessor Fees	139,870	142,800	2,930	2.05%	
Engineering Fees	417,555	299,910	-117,645	(39.23%)	Unbudgeted engineering fees
					funded through unbudgeted
					bridge grant approved
					Unbudgeted consulting fees
					funded through unbudgeted
Other Consulting	68,677	62,300	-6,377	(10.24%)	Planning grants approved
Computer Programing	138,404	148,750	10,346	6.96%	
Insurance	140,828	281,712	140,884	50.01%	Insurance entries still to come
					The budget included 1.5 m in
					bridge replacement which will
					not take place until 2024
Other Services	1,591,730	3,310,286	1,718,556	51.92%	
Materials, Goods, and Utilities					
Office/Food/Janitorial Supplies	72,801	114,237	41,436	36.27%	
Fuel/Parts/ Etc	1,304,617	1,406,650	102,033	7.25%	
Gravel	607,875		-607,875	0.00%	gravel taken from inventory
Chemicals	24,454	50,000	25,546	51.09%	
Computer Supplies	49,970	67,900	17,930	26.41%	
Utilities	179,743	209,079	29,336	14.03%	
Employee Recognition	20,051	26,000	5,949	22.88%	

	YTD ACTUAL Period 12	YTD BUDGET 2023 BUDGET	VARIANCE	VAR %	Notes
Other General Supplies	691,371	1,211,040	519,669	42.91%	Road project cancelled
Transfers to Local Boards & Agencies	922,434	764,865	-157,569	(20.60%)	includes loan to MCC
Write Offs	50,387	3,000	-47,387	(1579.57%)	Oil & gas tax write offs
Bank Charges & Interest	4,897	6,000	1,103	18.39%	
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
	16,352,482	21,015,434	4,662,952	22.19%	
Total Operations	514,358	-4,746,025	-5,260,384	110.84%	
Capital Funding					
Sale of Capital Assets	67,934	543,800	475,866	87.51%	some bridge grant will be deferred
Provincial Capital Grants	2,322,341	3,303,489	981,148	29.70%	deferred
Transfer from Reserve		1,825,159	1,825,159	100.00%	will be recorded with year end
Capital Funding	2,390,275	5,672,448	3,282,173	57.86%	
Capital Expenses					
Buildings & Land	15,650		-15,650	0.00%	Shop work carried from 2022
Transfer to Reserve	737,000	1,014,000	277,000	27.32%	will be recorded with year end
					Sign overage reported to Council
Land Improvements	21,489	15,000	-6,489	(43.26%)	Council
					Some proj will be carried to 2024
Equipment	865,207	1,443,155	577,948	40.05%	
Vehicles	450,769	510,304	59,535	11.67%	
	2,090,115	2,982,459	892,344	29.92%	
Total Capital	300,160	2,689,989	2,389,829	88.84%	
Net Profit/Loss	814,518	-2,056,036	-2,870,555	139.62%	
Remove Amortization		2,020,300	2,020,300	100.00%	
Adjusted Surplus (Deficit)	814,518	-35,736	-850,255	2379.34%	

2024-01-16
10:51 AM

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SMOKY LAKE COUNTY
For the Twelve Months Ending December 31, 2023

Council
Budget to Actual Report

	YTD ACTUAL Period 12	YTD BUDGET 2023 BUDGET	VARIANCE	VAR %	<i>Notes</i>
OPERATING REVENUE					
Taxes					
Other Income					
Grants					
<hr/> <hr/>					
OPERATING EXPENSES					
Salaries, Wages, and Benefits					
Salaries & Wages	\$362,618	\$362,348	(\$270)	(0.07%)	
Benefits	72,759	72,470	-289	(0.40%)	
Contracted and General Services					
Mileage	21,128	25,600	4,472	17.47%	
Meals and Lodgings	21,865	20,110	-1,755	(8.73%)	
Membership & Conference Fees	15,063	15,215	152	1.00%	
Telephone & Communication	6,540	5,000	-1,540	(30.80%)	
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>501,529</u>	<u>511,243</u>	<u>9,713</u>	<u>1.90%</u>	
Total Operations	-501,529	-511,243	-9,713	1.90%	
Capital Funding					
<hr/> <hr/>					
Capital Expenses					
<hr/> <hr/>					
Net Profit/Loss	-501,529	-511,243	-9,713	1.90%	
Adjusted Surplus (Deficit)	-501,529	-511,243	-9,713	1.90%	

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SMOKY LAKE COUNTY
For the Twelve Months Ending December 31, 2023

	Natural Gas Budget to Actual Report		VARIANCE	VAR %	Notes
	YTD ACTUAL Period 12	YTD BUDGET 2023 BUDGET			
OPERATING REVENUE					
Taxes					
Other Income					
Penalties	\$22,909	\$6,000	(\$16,909)	(281.82%)	<i>Sold 132,000 less gj of gas & price lower than budgeted will be allocated for year end</i>
User Fees and Sales of Goods	2,290,454	2,988,520	698,066	23.36%	
Investment Income		20,000	20,000	100.00%	
Licenses and Permits	4,920		-4,920	0.00%	
Grants					
TOTAL OPERATING REVENUE	2,318,283	3,014,520	696,237	23.10%	
OPERATING EXPENSES					
Salaries, Wages, and Benefits					
Salaries & Wages	780,459	858,549	78,090	9.10%	
Benefits	166,266	194,776	28,510	14.64%	
Contracted and General Services					
Mileage	1,519	3,600	2,081	57.81%	
Meals and Lodgings	14,834	19,500	4,666	23.93%	
Membership & Conference Fees	21,828	36,000	14,172	39.37%	
Freight, Express, Postage	9,836	12,600	2,764	21.93%	
Telephone & Communication	16,500	23,490	6,990	29.76%	
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	1,296	1,200	-96	(8.01%)	
Computer Programing	11,480	20,000	8,520	42.60%	
Insurance	37,814	38,901	1,087	2.80%	
Other Services	30,994	50,850	19,856	39.05%	
Materials, Goods, and Utilities					
Office/Food/Janitorial Supplies	15,078	19,600	4,522	23.07%	
Fuel/Parts/ Etc	79,582	97,000	17,418	17.96%	
Computer Supplies	1,219	4,500	3,281	72.90%	
Utilities	11,802	11,620	-182	(1.57%)	
Employee Recognition		3,000	3,000	100.00%	
Other General Supplies	1,428,994	1,353,033	-75,961	(5.61%)	<i>Includes gas purchase</i>
Write Offs	-56		56	0.00%	
Amortization		245,000	245,000	100.00%	
	<u>2,658,683</u>	<u>3,030,719</u>	<u>372,035</u>	<u>12.28%</u>	
Total Operations	-340,400	-16,199	324,202	(2001.37%)	
Capital Funding					
Sale of Capital Assets		10,000	10,000	100.00%	
Transfer from Reserve		105,500	105,500	100.00%	
Capital Funding		115,500	115,500	100.00%	
Capital Expenses					
Buildings & Land		140,000	140,000	100.00%	<i>project deferred</i>
Transfer to Reserve		50,000	50,000	100.00%	<i>line repairs</i>
Equipment		22,000	22,000	100.00%	
Vehicles	149,322	73,500	-75,822	(103.16%)	
	<u>149,322</u>	<u>285,500</u>	<u>136,178</u>	<u>47.70%</u>	
Total Capital	-149,322	-170,000	-20,678	12.16%	
Net Profit/Loss	-489,722	-186,199	303,524	(163.01%)	
Remove Amortization		245,000	245,000	100.00%	
Adjusted Surplus (Deficit)	-489,722	58,801	548,524	932.85%	

Municipality of SMOKY LAKE COUNTY

	CIBC GENERAL ACCOUNT	GENERAL ACCOUNT	ATB		SAVINGS ACCOUNT
	<u>321,226.71</u>	<u>1,217,977.28</u>	<u>PAYROLL ACCOUNT</u>	<u>NOTICE ACCOUNT</u>	<u>3,307,049.33</u>
NET BALANCE AT November 30, 2023			<u>267,215.43</u>	<u>16,114,480.02</u>	
Receipts for the month of Dec					
Interest	1,106.72	3,673.29	1,356.48	78,877.04	15,119.09
Taxes & Penalties		120,931.29			
Utility	1,948.78	280,217.51			
Miscellaneous Services & Sales		91,510.79			
Odorant/CNG/Infill/Town Gas		54,549.25			
ACP Grant		31,312.00			
Highway 28/63 Water Commission		26,000.00			
Transfer funds to/fr savings		500,000.00			
Total Receipts	<u>3,055.50</u>	<u>1,108,194.13</u>	<u>1,356.48</u>	<u>78,877.04</u>	<u>15,119.09</u>
SUB-TOTAL	<u>324,282.21</u>	<u>2,326,171.41</u>	<u>268,571.91</u>	<u>16,193,357.06</u>	<u>3,322,168.42</u>
LESS					
Disbursements for the month of Dec					
Transfer funds to ATB Payroll		-380,461.65	380,461.65		
Transfer funds to/fr savings					-500,000.00
AFF Payment		-463,789.91			
Bills and Accounts		-1,279,579.12	-388,411.04		
Bank Charges	-11.50	-181.90			
Total Disbursements	<u>-11.50</u>	<u>-2,124,012.58</u>	<u>-7,949.39</u>	<u>0.00</u>	<u>-500,000.00</u>
NET BALANCE AT December 31, 2023	<u>324,270.71</u>	<u>202,158.83</u>	<u>260,622.52</u>	<u>16,193,357.06</u>	<u>2,822,168.42</u>
NET BALANCE AT December 31, 2023	324,270.71	206,790.44	263,124.17	16,193,357.06	2,822,168.42
Outstanding Deposits		31,463.40			
Less Outstanding Cheques		-36,095.01	-2,501.65		
NET BALANCE AT December 31, 2023	<u>324,270.71</u>	<u>202,158.83</u>	<u>260,622.52</u>	<u>16,193,357.06</u>	<u>2,822,168.42</u>
REVOLVING LINE OF CREDIT					
NET BALANCE AT November 30, 2023		<u><u>0.00</u></u>			
Disbursements		0.00			
Payments		0.00			
NET BALANCE AT December 31, 2023		<u><u>0.00</u></u>			

THIS STATEMENT SUBMITTED TO COUNCIL,

Reeve

Secretary-Treasurer