

## SMOKY LAKE COUNTY

### **A G E N D A:** County Council Meeting to be held on

Thursday, **October 22, 2020** following the County Organizational Meeting

Virtual through Zoom Platform

<https://us02web.zoom.us/j/81227070689?pwd=NEhDU3lWN3dlOG1Lb0MxUHpPV0x1Zz09>

Meeting ID: 812 2707 0689 Passcode: 298128

And with Council physically present in the County Council Chambers, Smoky Lake.

\*\*\*\*\*

### **1. Meeting:**

Call to Order

### **2. Agenda:**

Acceptance of Agenda:  
as presented or  
subject to additions or deletions

### **3. Minutes:**

1. Minutes of September 4, 2020 – **County Council Committee of the Whole for the Purpose of Administration Meeting.** ©

Recommendation: Motion to Adopt.

2. Minutes of September 9, 2020 – **County Council Committee of the Whole for the Purpose of Administration Meeting.** ©

Recommendation: Motion to Adopt.

3. Minutes of September 10, 2020 – **County Council Budget Meeting.** ©

Recommendation: Motion to Adopt.

4. Minutes of September 24, 2020 – **County Council Meeting.** ©

Recommendation: Motion to Adopt.

### **Public Hearing - Bylaw 1380-20:**

#### **A G E N D A:** Public Hearing to be held on

Thursday, October 22, 2020 at 1:15 P.M.

Virtual through Zoom Platform

<https://us02web.zoom.us/j/81227070689?pwd=NEhDU3lWN3dlOG1Lb0MxUHpPV0x1Zz09>

Meeting ID: 812 2707 0689 Passcode: 298128

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#### **1. Opening:**

- Public Hearing is called to order.
- Public wishing to be heard sign in on the sign-in sheet.
- Confirmation is provided that the Public Hearing was advertised and notice was provided in accordance with the applicable legislation.
- Purpose of the hearing is summarized:  
  - **To obtain public input in regard to Bylaw No. 1380-20: a bylaw for Road Closure – Undeveloped Government Road Allowance: East Side of River Lot 10 (Victoria Settlement).**
- Ground rules of the hearing and order of speaking are reviewed.

**2. Staff Presentation:**

- Smoky Lake County Planning Staff make their presentation(s).  
**Bylaw 1380-20: was given first reading on June 25, 2020.**
- Council asks questions and/or request points of clarity.

**3. Public Presentations via Written Submissions:**

- Written submissions are read.
- Council asks questions and/or request points of clarity.

**4. Public Presentations at the Public Hearing:**

- Persons signed in whom are **in opposition** to the proposed bylaw are called upon to speak.
- Council asks questions and/or request points of clarity.
- Persons signed in whom are **in support** of the proposed bylaw are called upon to speak.
- Council asks questions and/or request points of clarity.
- Anyone else who has not spoken and wishes to speak is called upon to speak.
- Council asks questions and/or request points of clarity.

**5. Questions and Answers:**

- Any Council member having any additional questions of any speaker or of the staff or those who have spoken may speak.

**6. Closing Remarks:**

- Declare the Public Hearing closed.

**4. Request for Decision:**

1. **International Union of Operating Engineers (IUOE):** Local 955 Negotiations. ©
2. Ukrainian Twinning Initiative: Memorandum of Understanding. ©
3. Appointment of the Returning Officer and Substitute Returning Officer. ©
4. 2020 Smoky Lake RCMP Community Engagement. ©
5. New HAK Kostash School Gymnasium Expansion. ©
6. **Bylaw No. 1380-20:** Road Closure – Undeveloped Road Allowance; East Side of River Lot 10 (Victoria Settlement). ©
7. Request to Purchase County Owned Land – Pt. SW-6-59-15-W4M (0.44 acres). ©

**5. Issues for Information:**

1. Reports:
  - 5.1.1 Chief Administrative Officer:
    - a. Monthly Report: September 25, 2020 to October 15, 2020. ©
    - b. Financial Statement for the months of: N/A
    - c. Action List:
      - i. County Council Committee of the Whole for the Purpose of Administration Meeting – September 4, 2020. ©

- ii. County Council Committee of the Whole for the Purpose of Administration Meeting – September 9, 2020. ©
- iii. County Council Budget Meeting – September 10, 2020. ©
- iv. County Council Meeting – September 24, 2020. ©

5.1.2 Municipal Finance:

- a. Actual to Budget Review. ©
- b. Accounts Receivable Aging Reports (*for Councillor's information*). ©
- c. Cheques register for Councillor's information (*for Councillor's information*). ©

5.1.3 Reeve's Report.

- a. September 17, 2020 to October 14, 2020. ©

5.1.4 Manager's Reports.

- a. Public Works Manager. ©
  - i. 2020 Road Projects. ©
  - ii. Council 2020 Request Summary. ©
- b. Public Works Foreman. *To be handed out at meeting*
- c. Public Works Shop Foreman. ©
- d. Peace Officer. ©
- e. Natural Gas Manager.
- f. Environmental Operations.
- g. Agricultural Service Board.
- h. Planning and Development. ©
- i. Safety Officer. ©
- j. Fire Chief.
- k. GIS. ©
- l. Communication Director. ©

5.1.5 Training Events – Reports.

- a. Public Works Manager.
- b. Public Works Foreman.
- c. Public Works Shop Foreman.
- d. Peace Officer.
- e. Natural Gas Manager.
- f. Environmental Operations. ©
- g. Agricultural Service Board.
- h. Planning and Development.
- i. Safety Officer.
- j. Emergency/Fire Protective Services.
- k. GIS. ©
- l. Finance.
- m. Administration.
- n. Communication.

2. Committee: Task Forces and Boards

5.2.1 Alberta Care

5.2.2 Corridor Communications Incorporated– (*In Executive Session*)

5.2.3 Doctor Retention & Recruitment Committee

- a. F. Macmillan, Ministerial Enquiries Division, Citizenship and Immigration Canada, dated September 14, 2020 – Re: Reply to letter sent regarding Dr. Lourens' Citizenship. ©

**Recommendation:** Acknowledge receipt.

5.2.4 Evergreen Regional Waste Management Commission

5.2.5 Family Community Support Services Committee

- a. Teena Hughson, B.A., Community Engagement Coordinator, Jessica Martel Memorial Foundation, dated September 29, 2020 – Re: Assistance with distributing communication materials. ©

**Recommendation:** Acknowledge resources and display in the County resources area for public information.

5.2.6 Fire and Rescue Liaison Committee

**Smoky Lake:**

**Vilna:**

**Waskatenau:**

- 5.2.7 Government Liaison Committee
- 5.2.8 Highway 28/63 Regional Water Commission
- 5.2.9 Joint Health and Safety Committee
- 5.2.10 Municipal Planning Commission:
- 5.2.11 Northeast Alberta Information HUB
- 5.2.12 North East Muni-Corr. Ltd.
- 5.2.13 Northern Lights Library Board

- a. Vicky Lefebvre, Chairman, Northern Lights Library System Board, dated September 17, 2020 – Re: 2021 Budget – levy 0% increase. ©

**Recommendation:** Accept 2021 0% levy increase.

- 5.2.14 Policy Committee
- 5.2.15 R.C.M.P. Liaison Committee
- 5.2.16 Regional Community Development Committee (RCDC)
- 5.2.17 Regional Emergency Management
- 5.2.18 Risk-Pro Control Management Committee

**Added Named Insured: Minutes:**

- 5.2.19 Smoky Lake Community Day Care Cooperative Committee
- 5.2.20 Smoky Lake Foundation
- 5.2.21 Smoky Lake Region Fire and Rescue Committee
- 5.2.22 Smoky Lake Heritage Board

- a. **Letter:** Valerie Clark, Program Assistant, Alberta Culture, Multiculturalism and Status of Women, dated October 7, 2020 – Re: Grant Funding for Bellis Fire Hall. ©

**Recommendation:** Acknowledge receipt of executed Grant Funding Agreement with Her Majesty the Queen in Right of Alberta as represented by the Minister of Culture, Multiculturalism and Status of Women and Smoky Lake County Heritage Board, File No. HR-3635-195 for the Bellis Fire Hall in Bellis, Alberta in the amount of \$870.00, term ending January 31, 2021.

- 5.2.23 Joint Municipalities:
- 5.2.24 Smoky Lake Agricultural Society
- 5.2.25 Intermunicipal Collaboration Framework Committee
  - a. Paul Wynnyk, Deputy Minister, Alberta Municipal Affairs, dated September 22, 2020 – Re: Requesting Smoky Lake County to complete all mandatory ICF's.

**Recommendation:** Acknowledge receipt to comply by April 1, 2021.

5.2.26 Citizens-on-Patrol Association

**6. Correspondence:**

1. Gerald Rhodes, Executive Director, Rural Municipalities of Alberta, dated September 21, 2020 – Re: Rural Municipal Finances PR Campaign update. ©

Recommendation: Acknowledge receipt of email highlighting RMA reports available.

2. Paul Wynnyk, Deputy Minister, Alberta Municipal Affairs, dated October 5, 2020 – Re: Municipal Accountability Program (MAP) review in 2021 for Smoky Lake County. ©

Recommendation: Acknowledge receipt of letter and ensure Municipal Accountability Program (MAP) Checklist is up-to-date for 2021.

3. Summary: Thank You's received to Smoky Lake County for the Month of October 2020 – None Received.

4. **Information Releases:** Month of October 2020. ©

Recommendation: R61-20 and R64-20 be filed for information and R63-20, be acknowledged receipt of information.

**7. Delegation(s):**

1. Dale Crosswell and Cam Crosswell, Aggregate Hauling, Crosswell Construction @ 11:00 a.m. – Re: Winter Haul Route.
2. Mikhail Ivanchikov, President, Dandelion Renewables @ 2:30 p.m. – Re: Company presentation. ©

**8. Executive Session:**

**9. Public Question and Answer Period: 11:30 a.m. – 12:00 noon**

**10. Bills and Accounts:**

**11. Date and time of Next Meeting(s):**

**Meetings to be Scheduled:**

- December 2020 County Council Meeting
- County Road Tour for October 23, 2020

**12. Adjournment**



**Public Hearing Date: October 22, 2020**  
**Public Hearing Time: 1:15 p.m.**  
**Held in the Smoky Lake County Council Chambers & virtually via Zoom**

#### **PUBLIC HEARING BACKGROUND**

**PROPOSED BYLAW NAME & NO.:** Bylaw 1380-20: Road Closure – Undeveloped Government Road Allowance; East Side of River Lot 10 (Victoria Settlement)

**APPLICANT:** Audrey Poitras, President, Métis Crossing

**PROPOSAL:** A Bylaw of Smoky Lake County, in the Province of Alberta for the purpose of closing to public travel, disposing of, and consolidating with River Lot 10, Victoria Settlement, portions of an undeveloped road allowance, located on the east side of River Lot 10, Victoria Settlement.

#### **BACKGROUND:**

- Bylaw 1380-20 was presented for 1<sup>st</sup> Reading on **June 25, 2020**.
- Notice of the proposed Bylaw was circulated to affected agencies for comment on **July 22, 2020**. Responses from said agencies is attached.
- A Notice has also been posted on the County's website since **September 29, 2020**.
- The Public Hearing Notices were advertised in the Smoky Lake Signal on **October 6, 2020 and October 13, 2020**, and in the Redwater Review on **October 7, 2020 and October 14, 2020**. The Hearing on the proposed Bylaw 1380-20 was advertised and Notice was given in accordance with Section 606 of the *Municipal Government Act*.
- This Hearing has been scheduled to obtain public input on proposed Bylaw 1380-20 in accordance with Section 230 of the *Municipal Government Act*.

#### **ATTACHMENTS:**

1. Draft Bylaw 1380-20
2. Application
3. Agency Referrals and Responses
4. Relevant Legislation
5. Bylaw 1282-15: Public Hearing Procedures for Planning and Development

**SMOKY LAKE COUNTY  
IN THE PROVINCE OF ALBERTA  
BYLAW NO. 1380-20**

**A BYLAW OF SMOKY LAKE COUNTY IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF CLOSING TO PUBLIC TRAVEL AND DISPOSING OF, PORTIONS OF A PUBLIC HIGHWAY IN ACCORDANCE WITH SECTION 22 OF THE MUNICIPAL GOVERNMENT ACT, CHAPTER M-26, REVISED STATUTES OF ALBERTA 2000, AS AMENDED.**

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

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

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

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

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

**NOW THEREFORE BE IT RESOLVED** that the Council of Smoky Lake County in the Province of Alberta does hereby close to public travel, dispose of and consolidate within the lands legally described as all that portion of river lot ten (10) in Victoria settlement which lies south of a line drawn parallel with and twenty six hundred and ninety nine and four tenths (2699.4) feet perpendicularly distant southerly from the north boundary of the said lot and north of the public road sixty six (66) feet in width crossing the said lot, all as shown on a plan of survey of the said settlement, signed at Ottawa on the 26th day of April, A.D. 1897, containing twenty eight and forty five hundredths (28.45) acres more or less excepting thereout: three and seventy hundredths (3.70) acres more or less, described as follows commencing at a point of intersection of the east boundary of the said lot and the north limit of the said road, thence northerly along the said east boundary five hundred and eighty two (582) feet thence westerly and at right angles to the said east boundary four hundred and fifty five (455) feet, thence southerly and parallel to the said east boundary three hundred and fifteen (315) feet, thence easterly and at right angles to the said east boundary three hundred and eighty nine (389) feet, thence southerly and parallel to the said east boundary to the north limit of the said road, thence easterly along the said north limit to the point of commencement,

the following described road, subject to rights of access granted by other legislation:

**MERIDIAN 4 RANGE 17 TOWNSHIP 58  
ALL THAT PORTION OF THE ORIGINAL GOVERNMENT ROAD ALLOWANCE  
ADJOINING THE EAST SIDE OF RIVER LOT 10, VICTORIA SETTLEMENT,  
CONTAINING 2.51 HECTARES (6.21 ACRES) MORE OR LESS, EXCEPTING  
THEREOUT ALL MINES AND MINERALS**

Bylaw 1380-20: Road Closure – Undeveloped Government Road Allowance; East Side of River Lot 10 (Victoria Settlement)



Received first reading this 25<sup>th</sup> day of JUNE, 2020.

\_\_\_\_\_  
Reeve  
Seal  
\_\_\_\_\_  
Chief Administrative Officer

Received SECOND READING this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

Received THIRD READING and finally passed this \_\_\_\_ day of \_\_\_\_\_,  
20\_\_.

\_\_\_\_\_  
Reeve  
Seal  
\_\_\_\_\_  
Chief Administrative Officer



An Affiliate of the Métis Nation of Alberta  
Box 548 17339 Victoria Trail  
Smoky Lake, AB T0A 3C0  
1-780-656-2229  
metiscrossing@metis.org  
metiscrossing.org

April 27, 2020

Smoky Lake County Council  
4612 McDougall Drive, Box 310  
Smoky Lake, AB T0A 3C0  
Email: jruegg@smokylakecounty.ca

**RE: Request for land transfer of the County road allowance on east side of River lot 10**

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To the Smoky Lake Council,

As Métis Crossing continues to grow, we continue to add more elements to our attraction with a particular focus on sharing our Métis culture with all people. Historically, the *Laws of the Buffalo Hunt*, are the foundation of our governance structure. Bison are a key element of our history. To be able to share this story in a very experiential way, we have been working on a partnership with Lonesome Pine Cattle Company, to have their bison on our property and to develop bison tours.

We anticipate that this bison tour will be a major part of our international draw. It would contribute significantly to advancing the goals of the Victoria District Economic Development Strategy.

I have attached a DRAFT of our updated site masterplan. You will notice that the bison paddocks radiate from a bison handling centre on Riverlot 12 eastward across Riverlots 11, 10, to Lonesome Pine property on Riverlots 9 and 8. Within this boundary there is also a County road allowance.

From our understanding, there are no plans from the County to build a road on this land. We are respectfully requesting the transfer of this land to Métis Crossing Ltd.. This transfer would enable the development of our bison paddocks and continued international draw.

Please contact our Executive Director, Juanita Marois ([jmarois@metis.org](mailto:jmarois@metis.org)) with any questions.

Best Regards,

Audrey Poitras  
President  
Métis Crossing

# MÉTIS CROSSING

## Master Site Plan



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# Smoky Lake County

P.O. Box 310  
4612 McDougall Drive  
Smoky Lake, Alberta  
T0A3C0

Phone: 780-656-3730  
1-888-656-3730  
Fax: 780-656-3768  
[www.smokylakecounty.ab.ca](http://www.smokylakecounty.ab.ca)

July 22, 2020

File No. Road Closure RC-029

ALTA GAS UTILITIES  
ATTN: ALYNEE KUGLER  
5509-45<sup>TH</sup> AVENUE  
LEDUC, AB  
T9E 6T6

**RE: Proposed Closure and Transfer of Undeveloped Government Road Allowance**

On behalf of Smoky Lake County, this letter serves as notification that Smoky Lake County intends to close and transfer a portion of an undeveloped government road allowance, located directly east of River Lot 10, Victoria Settlement, Smoky Lake County.

Attached is a copy of proposed Smoky Lake County Bylaw 1380-20, a sketch showing the proposed closure area and an aerial photograph showing the location of the above noted closure for reference. Please advise whether you have any objections to the proposed closure and/or whether you require an easement to be granted across the proposed closure area. Please *email your written reply* to the undersigned within **fourteen (14) days**.

If an easement is required, please provide three fully executed easement documents by your firm. The documents affecting the easement will be forwarded to Alberta Transportation for final execution. If an easement is not required, please sign this letter in the space provided below and return to the undersigned.

If you have any questions or concerns or require further information, please do not hesitate to contact the undersigned at 780-656-3730 or by email at [jruegg@smokylakecounty.ab.ca](mailto:jruegg@smokylakecounty.ab.ca). I appreciate your earliest response in this regard. Thank you.

**If your agency has no objections to the foregoing, and if your agency does not require an easement across the proposed closure area, would you kindly indicate your acceptance by signing this letter in the space provided below and return it to our office.**

Acknowledged and agreed to the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_

Sincerely,



**Jordan Ruegg, B.A., MPlan**  
**Planning & Development Manager**  
**Smoky Lake County**

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Encl:

- *Bylaw 1380-20: Road Closure: Undeveloped Government Road Allowance - East Side of of River Lot 10, Victoria Settlement*
- *Location Map*
- *Aerial Photo*

cc: Kyle Schole, Smoky Lake County Planning, Development & Heritage Assistant



# Smoky Lake County

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

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- 1-888-656-3730  
Fax: 780-656-3768  
[www.smokylakecounty.ab.ca](http://www.smokylakecounty.ab.ca)

July 22, 2020

File No. Road Closure RC-029

ALTALINK  
ATTN: LARRY MOGCK  
26315 TWP RD 531A  
ACHESON, AB  
T7X 5A3

**RE: Proposed Closure and Transfer of Undeveloped Government Road Allowance**

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Sincerely,



**Jordan Ruegg, B.A., MPlan**  
**Planning & Development Manager**  
**Smoky Lake County**

ᑲᑎᑲ<Cü ᑲᑲᑦᑲᑲᑲᑲᑲᑲ (kaskapatau sakahigan / Smoky Lake) on Treaty 6 Territory



Encl:

- *Bylaw 1380-20: Road Closure: Undeveloped Government Road Allowance - East Side of of River Lot 10, Victoria Settlement*
- *Location Map*
- *Aerial Photo*

cc: Kyle Schole, Smoky Lake County Planning, Development & Heritage Assistant



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Fax: 780-656-3768  
[www.smokylakecounty.ab.ca](http://www.smokylakecounty.ab.ca)

July 22, 2020

File No. Road Closure RC-029

ATCO Electric  
ATTN: ANDY SHARUN  
Land & Properties Acquisition  
12<sup>th</sup> Floor, 10035 – 105 Street  
Edmonton, AB  
TSJ 2V6

**RE: Proposed Closure and Transfer of Undeveloped Government Road Allowance**

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Fax: 780-656-3768  
[www.smokylakecounty.ab.ca](http://www.smokylakecounty.ab.ca)

July 22, 2020

File No. Road Closure RC-029

ATCO GAS  
ATTN: LAND ADMINISTRATION  
6<sup>TH</sup> FLOOR, 10035 – 105<sup>TH</sup> STREET  
Edmonton, AB  
T5J 2V6

**RE: Proposed Closure and Transfer of Undeveloped Government Road Allowance**

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[www.smokylakecounty.ab.ca](http://www.smokylakecounty.ab.ca)

July 22, 2020

File No. Road Closure RC-029

ATTN: DANIEL MORIC  
SMOKY LAKE COUNTY GAS DEPARTMENT  
BOX 310  
SMOKY LAKE, AB  
T0A 3C0

**RE: Proposed Closure and Transfer of Undeveloped Government Road Allowance**

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**Planning & Development Manager**  
**Smoky Lake County**

ᑲᑎᑲ<Cu ᑲᑲᑦᑲᑲᑲᑲ (kaskapatau sakahigan / Smoky Lake) on Treaty 6 Territory



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Phone: 780-656-3730  
1-888-656-3730  
Fax: 780-656-3768  
[www.smokylakecounty.ab.ca](http://www.smokylakecounty.ab.ca)

July 22, 2020

File No. Road Closure RC-029

TELUS COMMUNICATIONS  
BUSINESS TRANSFORMATION & TECHNOLOGY OPERATIONS RIGHT OF WAY AGREEMENTS  
ATTN: DONNA KASHTON  
10035-102 STREET, 10<sup>TH</sup> FLOOR  
EDMONTON, AB  
T5J 0E5

**RE: Proposed Closure and Transfer of Undeveloped Government Road Allowance**

On behalf of Smoky Lake County, this letter serves as notification that Smoky Lake County intends to close and transfer a portion of an undeveloped government road allowance, located directly east of River Lot 10, Victoria Settlement, Smoky Lake County.

Attached is a copy of proposed Smoky Lake County Bylaw 1380-20, a sketch showing the proposed closure area and an aerial photograph showing the location of the above noted closure for reference. Please advise whether you have any objections to the proposed closure and/or whether you an require easement to be granted across the proposed closure area. Please *email your written reply* to the undersigned within **fourteen (14) days**.

If an easement is required, please provide three fully executed easement documents by your firm. The documents affecting the easement will be forwarded to Alberta Transportation for final execution. If an easement is not required, please sign this letter in the space provided below and return to the undersigned.

If you have any questions or concerns or require further information, please do not hesitate to contact the undersigned at 780-656-3730 or by email at [jruegg@smokylakecounty.ab.ca](mailto:jruegg@smokylakecounty.ab.ca). I appreciate your earliest response in this regard. Thank you.

**If your agency has no objections to the foregoing, and if your agency does not require an easement across the proposed closure area, would you kindly indicate your acceptance by signing this letter in the space provided below and return it to our office.**

Acknowledged and agreed to the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_

Sincerely,



**Jordan Ruegg, B.A., MPlan**  
**Planning & Development Manager**  
**Smoky Lake County**

ᑲᑎᑲᑕᑦᑦ ᑲᑲᑦᑲᑦᑲᑦ (kaskapatau sakahigan / Smoky Lake) on Treaty 6 Territory



**Encl:**

- *Bylaw 1380-20: Road Closure: Undeveloped Government Road Allowance - East Side of of River Lot 10, Victoria Settlement*
- *Location Map*
- *Aerial Photo*

**cc:** Kyle Schole, Smoky Lake County Planning, Development & Heritage Assistant

**Jordan Ruegg**

---

**From:** Third Party Requests <thirdpartyrequests@agutl.com>  
**Sent:** July 27, 2020 1:56 PM  
**To:** jordan ruegg  
**Subject:** RE: Proposed Road Closure - Undeveloped Government Road Allowance Adjacent to East Property Line of River Lot 10, Victoria Settlement, Smoky Lake County

Good afternoon Jordan,

AltaGas Utilities Inc. has no objection to the proposed road closure described in the file mentioned above as it is outside of our franchise area.

Thank you,

**Ashley Bridgwater, BSc**  
Administrative Assistant – Engineering Services

**AltaGas Utilities Inc.**  
main 780.986.5215 ext. 2246 | fax 780.986.5220 | [www.altagasutilities.com](http://www.altagasutilities.com)

**From:** Third Party Crossing <Third.PartyCrossing@altagas.ca>  
**Sent:** Wednesday, July 22, 2020 2:52 PM  
**To:** Third Party Requests <thirdpartyrequests@agutl.com>  
**Cc:** jruegg@smokylakecounty.ab.ca  
**Subject:** FW: Proposed Road Closure - Undeveloped Government Road Allowance Adjacent to East Property Line of River Lot 10, Victoria Settlement, Smoky Lake County

Hi Ashley,

This pertains to Utilities.

Thanks,  
Lily

**From:** jordan ruegg <[jruegg@smokylakecounty.ab.ca](mailto:jruegg@smokylakecounty.ab.ca)>  
**Sent:** Wednesday, July 22, 2020 2:46 PM  
**To:** Third Party Crossing <[Third.PartyCrossing@altagas.ca](mailto:Third.PartyCrossing@altagas.ca)>  
**Cc:** Kyle Schole <[kschole@smokylakecounty.ab.ca](mailto:kschole@smokylakecounty.ab.ca)>  
**Subject:** Proposed Road Closure - Undeveloped Government Road Allowance Adjacent to East Property Line of River Lot 10, Victoria Settlement, Smoky Lake County

**WARNING:** This email originated outside of AltaGas. **EXERCISE CAUTION** when clicking on links or attachments, or inputting data.

Good afternoon,



**Jordan Ruegg**

**From:** Mogck, Larry <Larry.Mogck@AltaLink.ca>  
**Sent:** July 23, 2020 8:25 AM  
**To:** jordan ruegg  
**Subject:** RE: EXT ⚠ - Proposed Road Closure - Undeveloped Government Road Allowance Adjacent to East Property Line of River Lot 10, Victoria Settlement, Smoky Lake County  
**Attachments:** Road closure Smokey Lake County rev1.pdf

Jordan,  
 Thank you and AltaLink Management does not have any concern with the County closing the proposed road.  
 Thanks and have a great day.

Larry Mogck *SR/WA* Surface Land Co-ordinator (North)  
 T (780) 948-4117 C (780)910-6972 E [larry.mogck@altalink.ca](mailto:larry.mogck@altalink.ca)

AltaLink A Berkshire Hathaway Energy Company  
 27005 Northview Road, Acheson, Alberta, T7X 6P7  
[www.altalink.ca](http://www.altalink.ca)

**From:** jordan ruegg [mailto:jruegg@smokylakecounty.ab.ca]  
**Sent:** Wednesday, July 22, 2020 2:48 PM  
**To:** Mogck, Larry <Larry.Mogck@AltaLink.ca>  
**Cc:** Kyle Schole <kschole@smokylakecounty.ab.ca>  
**Subject:** EXT ⚠ - Proposed Road Closure - Undeveloped Government Road Allowance Adjacent to East Property Line of River Lot 10, Victoria Settlement, Smoky Lake County

**\*\* Remember SAEL when reading email \*\***

<b>Sender</b>	The sender of this email is <a href="mailto:jruegg@smokylakecounty.ab.ca">jruegg@smokylakecounty.ab.ca</a> using a friendly name of <a href="#">jordan ruegg</a> . Are you expecting the message? Is this different from the message sender displayed above?
<b>Attachments</b>	Does this message contain attachments? <b>Yes</b> If yes, are you expecting them? <a href="#">image001.jpg</a> , <a href="#">Letter_Dated_July_22_2020_to_Altalink.pdf</a>
<b>EXT Tag</b>	Messages from an external sender will have <b>EXT</b> ⚠ added to the subject.
<b>Links</b>	Does this message contain links? <b>Yes</b> Check links before clicking them or removing <b>BLOCKED</b> in the browser.
<b>Cybersecurity risk assessment: High</b>	

Good afternoon Larry,

Smoky Lake County proposes to close a portion of an undeveloped government road allowance located adjacent to River Lot 10, Victoria Settlement. Please see the attached letter for more information.

Please let me know if you have any questions.





## Smoky Lake County

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

Phone: 780-656-3730  
- 1-888-656-3730  
Fax: 780-656-3768  
[www.smokylakecounty.ab.ca](http://www.smokylakecounty.ab.ca)

July 22, 2020

File No. Road Closure RC-029

ALTALINK  
ATTN: LARRY MOGCK  
26315 TWP RD 531A  
ACHESON, AB  
T7X 5A3

**RE: Proposed Closure and Transfer of Undeveloped Government Road Allowance**

On behalf of Smoky Lake County, this letter serves as notification that Smoky Lake County intends to close and transfer a portion of an undeveloped government road allowance, located directly east of River Lot 10, Victoria Settlement, Smoky Lake County.

Attached is a copy of proposed Smoky Lake County Bylaw 1380-20, a sketch showing the proposed closure area and an aerial photograph showing the location of the above noted closure for reference. Please advise whether you have any objections to the proposed closure and/or whether you require an easement to be granted across the proposed closure area. Please *email your written reply* to the undersigned within **fourteen (14) days**.

If an easement is required, please provide three fully executed easement documents by your firm. The documents affecting the easement will be forwarded to Alberta Transportation for final execution. If an easement is not required, please sign this letter in the space provided below and return to the undersigned.

If you have any questions or concerns or require further information, please do not hesitate to contact the undersigned at 780-656-3730 or by email at [jruegg@smokylakecounty.ab.ca](mailto:jruegg@smokylakecounty.ab.ca). I appreciate your earliest response in this regard. Thank you.

**If your agency has no objections to the foregoing, and if your agency does not require an easement across the proposed closure area, would you kindly indicate your acceptance by signing this letter in the space provided below and return it to our office.**

Acknowledged and agreed to the 23 day of July, 2020.

A handwritten signature in black ink, appearing to read "L. Mogck".

Surface Land Coordinator, AltaLink



**Jordan Ruegg**

---

**From:** @ Electric Land Inquiries <LandInquiries@atcoelectric.com>  
**Sent:** July 29, 2020 9:45 AM  
**To:** jordan ruegg  
**Subject:** INQ-2020-0672 Proposed Road Closure - Undeveloped Government Road Allowance Adjacent to East Property Line of River Lot 10, Victoria Settlement, Smoky Lake County

Hello,

ATCO Electric Ltd. Has no comments or concerns with this application.

Thank you,

**Payge Legacy**

Land Administrator | Land Access

Electric Distribution Division

T. 780-420-7736

A. 10<sup>th</sup> Floor AC, 10035 – 105 Street, Edmonton AB T5J 2V6



**From:** jordan ruegg <jruegg@smokylakecounty.ab.ca>  
**Sent:** Wednesday, July 22, 2020 2:50 PM  
**To:** @ Electric Land Inquiries <LandInquiries@atcoelectric.com>  
**Cc:** Kyle Schole <kschole@smokylakecounty.ab.ca>  
**Subject:** Proposed Road Closure - Undeveloped Government Road Allowance Adjacent to East Property Line of River Lot 10, Victoria Settlement, Smoky Lake County

**\*\*Caution – This email is from an external source. If you are concerned about this message, please forward it to [spam@atco.com](mailto:spam@atco.com) for analysis.\*\***

Good afternoon,

Smoky Lake County proposes to close a portion of an undeveloped government road allowance located adjacent to River Lot 10, Victoria Settlement. Please see the attached letter for more information.

Please let me know if you have any questions.

Thanks,

**Jordan Ruegg, B.A., MPlan**  
**Planning & Development Manager**  
**Smoky Lake County**  
**Vice-President ADOA**





**jordan ruegg**

---

**From:** Anhamm, Kristine <Kristine.Anhamm@atco.com>  
**Sent:** July 22, 2020 3:01 PM  
**To:** jordan ruegg  
**Subject:** RE: Proposed Road Closure - Undeveloped Government Road Allowance Adjacent to East Property Line of River Lot 10, Victoria Settlement, Smoky Lake County

Good Afternoon,

ATCO Gas and Pipelines Ltd. does not have any concern with the proposed road closure.

Thanks,

**Kristine Anhamm**

Land Administrative Coordinator  
Gas Distribution  
ATCO Gas & Pipelines Liquids Global Business Unit

**P.** 780 420 3432

**A.** 10035 105 Street, Edmonton AB CAN T5J 2V6

[ATCO.com](#) [Facebook](#) [Twitter](#) [LinkedIn](#)



**From:** jordan ruegg <jruegg@smokylakecounty.ab.ca>  
**Sent:** Wednesday, July 22, 2020 2:51 PM  
**To:** @ Gas Land Department <land.admin@atcogas.com>  
**Cc:** Kyle Schole <kschole@smokylakecounty.ab.ca>  
**Subject:** Proposed Road Closure - Undeveloped Government Road Allowance Adjacent to East Property Line of River Lot 10, Victoria Settlement, Smoky Lake County

**\*\*Caution – This email is from an external source. If you are concerned about this message, please forward it to [spam@atco.com](mailto:spam@atco.com) for analysis.\*\***

Good afternoon,

Smoky Lake County proposes to close a portion of an undeveloped government road allowance located adjacent to River Lot 10, Victoria Settlement. Please see the attached letter for more information.

Please let me know if you have any questions.

Thanks,

**Jordan Ruegg, B.A., MPlan**  
**Planning & Development Manager**  
**Smoky Lake County**  
**Vice-President ADOA**





# Smoky Lake County

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

Phone: 780-656-3730  
1-888-656-3730  
Fax: 780-656-3768  
[www.smokylakecounty.ab.ca](http://www.smokylakecounty.ab.ca)

July 22, 2020

File No. Road Closure RC-029

ATTN: DANIEL MORIC  
SMOKY LAKE COUNTY GAS DEPARTMENT  
BOX 310  
SMOKY LAKE, AB  
T0A 3C0

**RE: Proposed Closure and Transfer of Undeveloped Government Road Allowance**

On behalf of Smoky Lake County, this letter serves as notification that Smoky Lake County intends to close and transfer a portion of an undeveloped government road allowance, located directly east of River Lot 10, Victoria Settlement, Smoky Lake County.

Attached is a copy of proposed Smoky Lake County Bylaw 1380-20, a sketch showing the proposed closure area and an aerial photograph showing the location of the above noted closure for reference. Please advise whether you have any objections to the proposed closure and/or whether you require an easement to be granted across the proposed closure area. Please *email your written reply* to the undersigned within **fourteen (14) days**.

If an easement is required, please provide three fully executed easement documents by your firm. The documents affecting the easement will be forwarded to Alberta Transportation for final execution. If an easement is not required, please sign this letter in the space provided below and return to the undersigned.

If you have any questions or concerns or require further information, please do not hesitate to contact the undersigned at 780-656-3730 or by email at [jruegg@smokylakecounty.ab.ca](mailto:jruegg@smokylakecounty.ab.ca). I appreciate your earliest response in this regard. Thank you.

**If your agency has no objections to the foregoing, and if your agency does not require an easement across the proposed closure area, would you kindly indicate your acceptance by signing this letter in the space provided below and return it to our office.**

Acknowledged and agreed to the 22nd day of July, 2020.



Public Hearing Date: October 22, 2020  
Public Hearing Time: 1:15 p.m.  
Held in the Smoky Lake County Council Chambers &  
virtually via Zoom

## RELEVANT LEGISLATION

### ROAD CLOSURES

#### Municipal Government Act, R.S.A. 2000

**Section 18(1)** Subject to this or any other Act, a municipality has the direction, control and management of all roads within the municipality.

**Section 22(1)** No road in a municipality that is subject to the direction, control and management of the municipality may be closed except by bylaw.

(2) A bylaw closing a road must be advertised.

(3) A bylaw closing a road made by the Council of a municipality that is not a city has no effect unless it is approved by the Minister of Transportation before the bylaw receives second reading.

(4) Before passing a bylaw closing a road, a person who claims to be affected prejudicially by the bylaw or that person's agent must be given the opportunity to be heard by the Council.

### PUBLIC HEARINGS

#### Municipal Government Act, R.S.A. 2000

**Section 230(1)** When this or another enactment requires council to hold a public hearing on a proposed bylaw or resolution, the public hearing must be held, unless another enactment specifies otherwise,

(a) before second reading of the bylaw, or

(b) before council votes on the resolution.

(2) If a public hearing is held on a proposed bylaw or resolution, council must conduct the hearing during a regular or special meeting of council.

(3) A council by bylaw establishes procedures for public hearings.

(4) In the public hearing, council

(a) must hear any person, group of persons, or person representing them, who claims to be affected by the proposed bylaw or resolution and who has complied with the procedures outlined by the council, and

(b) may hear any other person who wishes to make representations and whom the council agrees to hear.

(5) After considering the representations made to it about a proposed bylaw or resolution at a public hearing and after considering any other matter it considers appropriate, council may

- (a) pass the bylaw or resolution,
- (b) make any amendment to the bylaw or resolution it considers necessary and proceed to pass it without further advertisement or hearing, or
- (c) defeat the bylaw or resolution.

(6) The minutes of the council meeting during which a public hearing is held must record the public hearing to the extent directed by council.

Smoky Lake County Bylaw 1282-15 – Public Hearing Procedures for Planning and Development

See attached Bylaw 1282-15

**REQUIREMENTS FOR ADVERTISING**

Municipal Government Act, R.S.A. 2000

**Section 606(1)** The requirements of this section apply when this or another enactment requires a bylaw, resolution, meeting, public hearing or something else to be advertised by a municipality, unless this or another enactment specifies otherwise.

- (2) Notice of the bylaw, resolution, meeting, public hearing or other thing must be
  - (a) published at least once a week for 2 consecutive weeks in at least one newspaper or other publication circulating in the area to which the proposed bylaw, resolution or other thing relates, or in which the meeting or hearing is to be held, or
  - (b) mailed or delivered to every residence in the area to which the proposed bylaw, resolution or other thing relates, or in which the meeting or hearing is to be held.
- (3) A notice of a proposed bylaw must be advertised under subsection (2) before second reading.
- (4) A notice of a proposed resolution must be advertised under subsection (2) before it is voted on by council.
- (5) A notice of a meeting, public hearing or other thing must be advertised under subsection (2) at least 5 days before the meeting, public hearing or thing occurs.
- (6) A notice must contain
  - (a) a statement of the general purpose of the proposed bylaw, resolution, meeting, public hearing or other thing,
  - (b) the address where a copy of the proposed bylaw resolution or other thing, and any document relating to it or to the meeting or public hearing may be inspected,
  - (c) in the case of a bylaw or resolution, an outline of the procedure to be followed by anyone wishing to file a petition in respect of it, and
  - (d) in the case of a meeting or public hearing, the date, time and place where it will be held.
- (7) A certificate of a designated officer certifying that something has been advertised in accordance with this section is proof, in the absence of evidence to the contrary, of the matters set out in that certificate.
- (8) The certificate is admissible as evidence without proof of the appointment or signature of the person who signed the certificate.

**SMOKY LAKE COUNTY  
IN THE PROVINCE OF ALBERTA  
BYLAW NO. 1282-15**

---

A BYLAW OF SMOKY LAKE COUNTY IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF ESTABLISHING PUBLIC HEARING PROCEDURES FOR PLANNING AND DEVELOPMENT HELD BY THE COUNCIL OF SMOKY LAKE COUNTY.

---

**WHEREAS**, Sections 184, 197, 198, 200, 230 and 606 inclusive of the *Municipal Government Act*, and amendments thereto, deal with public hearing and meetings of Council.

**WHEREAS**, the purpose of this bylaw is to meet the statutory duty to provide members of the public with the opportunity to be heard before Council.

**WHEREAS**, the Council of Smoky Lake County, wishes to develop a clear and concise procedure for organizing and conducting public hearings, and establishing the process for handling oral and written submissions with regards to public hearings for planning related bylaws or bylaw amendments.

**NOW THEREFORE**, under the authority and pursuant to the provisions of the *Municipal Government Act*, and by virtue of all other enabling powers, the Municipal Council of Smoky Lake County, duly assembled, enacts as follows:

**1. TITLE:**

- 1.1 This Bylaw shall be known as the “**Planning and Development: Public Hearing Procedures**”.

**2. DEFINITIONS:**

- 2.1 **Advertising:** notice of the public hearing regarding a bylaw, or amendment must be (a) published at least once a week for 2 consecutive weeks in at least one newspaper or other publication circulating in the area to which the proposed bylaw relates, or in which the hearing is to be held, and (b) mailed or delivered to residences within 500m of the subject property to which the proposed bylaw relates.
- 2.2 **Chairperson:** shall be the Reeve appointed by Council at the time of the hearing.
- 2.3 **Notice:** a notice must contain (a) a statement of the general purpose of the proposed public hearing, (b) the address where a copy of the proposed bylaw and any document relating to it or to the meeting or public hearing may be inspected, and (c) the date, time and place where the public hearing will be held.
- 2.4 **Public Hearing:** is a hearing whereby Council hears from members of the public on a proposed bylaw or resolution.
- 2.5 **Public Hearing Background Report:** is a report prepared by the Planning and Development Manager and presented at the beginning of the public hearing. The Report shall include the applicant's/landowner's name, the proposed bylaw number, the legal description of the subject property and the requested amendment. The Report must also contain, the date when first reading was given, the date of advertisement of the public hearing, the intent of the amendment, the size and location of the parcel of land, the nature of the use or development proposed by the developer, and the appropriate statutory plan (if any) and Land Use Bylaw sections.
- 2.6 **Public Participation:** any person who believes their interest will be affected by a proposed bylaw or resolution has an opportunity to address Council at a public hearing in an orderly fashion as determined by the Chairperson. Individuals are encouraged to submit written submissions to the Attention of the Planning & Development Manager for Smoky Lake County at pd@smokylakecounty.ab.ca, as set out in the Guidelines.
- 2.7 **Record of Public Hearing:** the proceedings of public hearings shall be recorded in writing. All written letters of correspondence shall be copied into the written record, and oral submissions shall be summarized in the written record.
- 2.8 **Secretary:** shall be the Chief Administrative Officer or designate.
- 2.9 **Timing of public hearing:** means that County Council must hold a public hearing before second reading of the bylaw.

- 2.10 Voting:** in accordance with Section 184 of the Municipal Government Act: Abstention from voting on a matter discussed at public hearing. When a public hearing on a proposed bylaw is held, a councillor a) must abstain from voting on subsequent readings of the bylaw if the councillor was absent from all of the public hearing, and b) may abstain from voting on subsequent readings of the bylaw if the councillor was only absent from a part of the public hearing.

### 3. GUIDELINES:

- 3.1** Staff will manage written correspondence received (by letter or email) for a public hearing as follows:
- 3.1.1** Correspondence received prior to the bylaw being considered for 1<sup>st</sup> reading:
- If addressed to Staff, retain in the file.
  - If addressed to Council, circulate to Council as general correspondence.
  - Does not form part of the public hearing record.
- 3.1.2** Correspondence received after 1<sup>st</sup> Reading and/or authorization to proceed to public hearing and prior to public hearing:
- Compiled and made available for public review at the public hearing (included in the public hearing background).
  - Forms part of the public hearing record.
  - Deadline for receipt of correspondence set for Wednesday at 12 noon, one week prior to the County Council meeting at which the public hearing will be held. This is to ensure that there is sufficient time to include the correspondence in Council's agenda package.
- 3.1.3** Correspondence received after deadline in subsection 3.1.2:
- Recommendation is for the public to attend the meeting to present their submission.
  - Forms part of the public hearing record.
- 3.1.4** Correspondence received after the closing of the public hearing:
- Cannot be received by Council.
  - Does not form part of the public hearing record.

### 4. PROCEDURES:

- 4.1** Smoky Lake County will conduct public hearings as per Section 230 of the *Municipal Government Act*.
- 4.2** Smoky Lake County will ensure the advertising/notification of public hearing is as per Section 606 of the *Municipal Government Act*.
- 4.3** Landowners within a 500m radius of the subject land(s) will be mailed or delivered a written notice of a public hearing (if the amendment relates to a specific property).
- 4.4** The Planning and Development Manager shall prepare a Public Hearing Background report consisting of the proposed bylaw number, applicant/owner, land location, requested amendment, and the background. The background information must contain, when first reading was given, the date of advertisement, the intent of the amendment, the size and location of the parcel of land, what the developer is proposing to do, and the appropriate Land Use Bylaw sections. The standardized form is attached forming **Schedule A: Public Hearing Background**.
- 4.5** After the agenda package is released to County Council, staff may circulate the Public Hearing Background to members of the public, the applicant and/or landowner.

#### At the public hearing:

- 4.6** A sign-in sheet will be provided for all public hearings. The standardized form is attached forming **Schedule B – Public Hearing Sign In Sheet**. Anyone attending the hearing who wishes to speak must sign in and enter their mailing or email address on the sheet. Attendees who wish to receive a copy of the minutes following the hearing

must sign in and enter their mailing address on the sheet. Those who wish to oppose the Bylaw will speak first, followed by those who support the Bylaw. Speakers will be called upon by the Chairperson in the order that they appear on the list. The Chairperson shall allow any affected person who has not signed the sign in sheet to speak after all those who have signed in have been heard.

- 4.7 Those in attendance at the public hearing will refrain from applause or other expressions of emotion whether in favour of, or opposition to, any particular submission or argument. Inappropriate language, outbursts or criticisms aimed at individuals or groups is not permitted.
- 4.8 If a group of persons or neighbourhood is at the meeting to present the same case, they should designate a speaker to represent them.
- 4.9 Presentations should be brief and communicate concerns that relate only to the bylaw before Council. Speakers should not repeat matters or information raised by others, except to express support. Presentations are limited to a maximum of 10 minutes per speaker unless a majority vote of Council agrees to extend this time limit for a speaker. Questions asked by Council members may extend the time limit.
- 4.10 Council's role at a public hearing is to listen to the public. Council does not debate or challenge the comments being offered, but may question what they hear to make sure they understand what is being said. All comments presented to Council should address the merits of the bylaw before Council.
- 4.11 The Planning and Development Manager will make available a Public Hearing Script for the Chairperson. A standardized form is attached forming **Schedule C: Public Hearing Script**.

**After the public hearing is closed:**

- 4.12 After the public hearing has been closed upon declaration by the Chairperson, Council may consider the bylaw at that meeting (if applicable), at the next meeting, or a specified meeting of Council, with or without a request for further information from staff. No other submission from the public or applicant may be received by Council on the bylaw.
- 4.13 Upon conclusion of the public hearing, Council may discuss the proposed bylaw. Council discussion usually starts with a motion from a member of Council to:
- a) consider 2<sup>nd</sup> reading and/or 3<sup>rd</sup> reading of the proposed bylaw, or
  - b) defeat 2<sup>nd</sup> reading of the proposed bylaw, or
  - c) defer further readings of the proposed bylaw to a future Council meeting, or
  - d) approve the proposed bylaw in an amended form.

Some or all members of Council may comment on the proposed bylaw or resolution, providing reasons why they agree or disagree with the motion. Additionally, Council members may ask for clarification or technical advice from the applicant and/or staff in response to the possible decision Council may be considering.

**Note:** A separate Request For Decision is not required if County Council considers further readings of the bylaw at the same meeting as the public hearing, as the contents (attachments) would be available for review in the Public Hearing Background.

- 4.14 If Council so chooses, it may recess after holding a public hearing, although during this period Council members cannot discuss the bylaw with the applicant or the public. This is to prevent Council receiving information that would otherwise be unavailable to either the applicant or the public.
- 4.15 If Council votes to approve the proposed bylaw (with or without amendments), the approval commonly requires that various reports or steps (ie. Geotechnical Report, Water Study, Historical Resources Act Clearance, Storm water Management Plan, Traffic Impact Assessment etc.) must be fulfilled by an applicant before the Subdivision Authority can consider a Subdivision Application (if applicable).

Bylaw No. 1282-15

Page 4 of 9

5. **EFFECTIVE DATE:**

5.1 This Bylaw comes into effect after third and final reading.

READ A **FIRST TIME** IN COUNCIL THIS 25<sup>th</sup> DAY OF June, AD 2015.

READ A **SECOND TIME** IN COUNCIL THIS 25<sup>th</sup> DAY OF June, AD 2015.

READ A **THIRD AND FINAL TIME** IN COUNCIL THIS 25<sup>th</sup> DAY OF June, AD 2015.

\_\_\_\_\_  
Ron Bobocel  
Reeve

**S E A L**

\_\_\_\_\_  
Cory Ollikka  
Chief Administrative Officer

**SCHEDULE 'A': PUBLIC HEARING BACKGROUND**



Public Hearing Date: \_\_\_\_\_

Public Hearing Time: 9:15 a.m.

**PUBLIC HEARING BACKGROUND**

PROPOSED BYLAW NO.: XXXX-XX

APPLICANT: \_\_\_\_\_

PROPOSAL: (Insert text from the bylaw)

**BACKGROUND:**

- The application was submitted on \_\_\_\_\_.
- Agencies were sent letters via mail on \_\_\_\_\_.
- Bylaw XXXX-XX was presented for 1<sup>st</sup> Reading on \_\_\_\_\_.
- Neighbouring landowners within +/- 500m radius were sent letters via mail on \_\_\_\_\_.
- A notice has also been posted on the County's website since \_\_\_\_\_.
- The Public Hearing Notices were advertised in the Smoky Lake Signal and Redwater Review the weeks of \_\_\_\_\_ and \_\_\_\_\_. The proposed bylaws were advertised and notice has been provided in accordance with the applicable legislation.
- This hearing has been scheduled to obtain public input on proposed Bylaw in accordance with Section 230 of the Municipal Government Act.
- Intention of Developer.
- The letters below have been received from the public:
  1. Name, Date Received.

**ATTACHMENTS:**

1. Draft Bylaw XXXX-XX with Schedules
2. Application
3. General Location Map
4. Relevant Legislation
5. Certificate of Title (if applicable)
6. Copies of letters from the public

**SCHEDULE 'B': PUBLIC HEARING SIGN IN SHEET**

**SMOKY LAKE COUNTY**  
**PUBLIC HEARING - PROPOSED BYLAW \_\_\_\_\_: \_\_\_\_\_**  
**DATE AND TIME**

Name (Print)	Signature	Mailing Address & Legal Description
<b>OPPOSED TO PROPOSED BYLAW:</b>		
<b>Name (Print)</b>	<b>Signature</b>	<b>Mailing Address &amp; Legal Description</b>
<b>IN SUPPORT TO PROPOSED BYLAW:</b>		

\*\*Your name will be called upon by the chairperson to speak to the proposed bylaw.

**SCHEDULE 'C': PUBLIC HEARING SCRIPT**

**REEVE'S SCRIPT FOR PUBLIC HEARING  
DATE AND TIME  
(BYLAW \_\_\_\_\_: \_\_\_\_\_)**

Action	✓	Statements
<b>1.0 Opening</b>		
Reeve:		<p>I, _____, the Reeve for the Smoky Lake County will proceed with discussion on proposed bylaw _____:</p> <p>_____.</p> <p>The Public Hearing open at _____, (any time after 9:15 a.m. <u>not</u> before)</p> <p>Planning advice will be provided by _____ and/or _____, Planning and Development Manager.</p> <p>All persons wishing to be heard at this public hearing should sign in on the sign in sheet (in the foyer) giving their name.</p> <p>Persons who do not sign in shall speak only after all those who signed in have given their presentations. We ask that anyone who wishes to speak but has not yet signed in, please sign in now.</p> <p><b>(Pause to allow people to sign in if they have not already done so).</b></p>
Reeve:		I would, at this time, ask the CAO to confirm whether or not this Public Hearing has been advertised and notice has been provided in accordance with the applicable legislation.
Secretary:		Yes, it has Mr. Chairman.
Reeve:		I would ask the CAO to summarize the purpose of the Hearing.
Secretary:		<p>The purpose of this hearing is for the Council of Smoky Lake County to obtain <b>public input</b>, in favour and opposed to proposed Bylaw _____: _____.</p> <p><b>Read into record the Public Hearing Background.</b></p>
Reeve:		<p>The ground rules of the hearing and the order of speaking will be:</p> <ul style="list-style-type: none"> <li>a) planner and/or planning staff will speak first to outline facts and present her recommendation on the proposed bylaw <b>(if necessary)</b>,</li> <li>b) members of the public, who have signed in will be given the opportunity to speak in the order they signed in,</li> <li>c) anyone else, who did not sign in will be given the opportunity to speak,</li> <li>d) planner and/or planning staff will be given the opportunity to present closing remarks or address any of the issues presented,</li> <li>e) Councillors will be given the opportunity to ask questions,</li> <li>f) Council will then end the Hearing and consider the information received at the public hearing,</li> <li>g) only Councillors may ask questions of speakers during the Hearing. If any persons wish to ask questions of a speaker, they must ask Council to ask the question on their behalf during their presentation, and Council will only ask the</li> </ul>

Action	✓	Statements
		question if a Councillor wishes to have an answer.  h) Council will consider the representations made regarding the bylaw and any other matter Council considers appropriate.
<b>2.0 Staff Presentation</b>		
<i>The Reeve announces:</i>		Before hearing from the public, I would ask _____ (County's planner) and/or planning staff to present a report on the proposed bylaw.
<i>After the Planner/ staff representative is finished, the Reeve asks:</i>		Does Council have any questions or points of clarification they wish to ask of the planner and/or planning staff?
<b>3.0 Public Presentations via Written Submissions</b>		
<i>The Reeve announces:</i>		Before hearing from the public present today, I would ask _____ (County's planner) and/or planning staff to advise of any written submissions received. (Read all written submissions into record).
<i>After the Planner is finished the Reeve asks:</i>		Does Council have any questions or points of clarification they wish to ask of the planner and/or planning staff?
<b>4.0 Public Presentations at the Public Hearing</b>		
<i>Then announce:</i>		I will now call upon persons signed up on the sign-in sheet whom are <b>in opposition to the proposed bylaw</b> . Please state your <u>name</u> for the record. Please note that each party wishing to speak will have only one opportunity to do so, and their time will be limited to 10 minutes. Council Members may ask presenters questions for the purpose of clarifying the speaker's comments. Council will not debate this matter during the hearing. The decision(s) regarding whether or not to approve the bylaw(s) further readings will be dealt with later in the meeting.
<i>Public – Opposed of proposed Bylaw:</i>		Record names here: _____ _____ _____
<i>After each speaker is finished the Chair asks Council:</i>		Does Council have any questions or points of clarification?
<i>Reeve:</i>		I will now call upon persons signed up on the sign-in sheet whom are <b>in support of the proposed bylaw</b> . Please state your <u>name</u> for the record. Please note that each party wishing to speak will have only one opportunity to do so, and their time will be limited to 10 minutes. Council Members may ask presenters questions for the purpose of clarifying the speaker's comments. Council will not debate this matter during the hearing. The decision(s) regarding whether or not to approve the bylaw(s) further readings will be dealt with later in the meeting.

Action	✓	Statements
<i>Public – In Favour of proposed Bylaw:</i>		Record names here: _____ _____ _____
<i>After each speaker is finished the Chair asks Council:</i>		Does Council have any questions or points of clarification?
<i>After all who signed in have spoken, say:</i>		Is there anyone else who has not spoken and wishes to speak?
<i>After each speaker the Chair asks Council:</i>		Does Council have any questions or points of clarification?
<b>5.0 Questions and Answers</b>		
<i>Following all comments from the public, the Reeve asks Council:</i>		At this time, does any Council member have any additional questions of any speaker or of the staff or planner?
<b>6.0 Closing Remarks</b>		
<i>The Reeve announces:</i>		There being no further presentations. I would like to thank all presenters for their comments. Council will take your comments into consideration when deciding on this matter.  I declare the public hearing on proposed bylaw _____ closed at _____.

**SMOKY LAKE COUNTY**

Minutes of the County Council Committee of the Whole Meeting for the purpose of Administration on Friday, September 4, 2020 at 9:02 A.M. held in County Council Chambers and virtually online through Electronic Communication Technology: Zoom Meeting.

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

<u>Div. No.</u>	<u>Councillor(s)</u>	<u>ATTENDANCE</u> <u>Friday, Sept. 9, 2020</u>
1	Dan Gawalko	Present in Chambers
2	Johnny Cherniwchan	Present in Chambers
3	Craig Lukinuk	Present in Chambers
4	Lorne Halisky	Present in Chambers
5	Randy Orichowski	Present in Chambers
Interim CAO	Lydia Cielin	Present in Chambers
Legislative Svcs/R.S.	Patti Priest	Absent

\*\*\*\*\*

No Members of the Media or Public were present.

**2. Agenda:**

1120-20: Halisky

That the Agenda for the Smoky Lake County Council Committee of the Whole Meeting for the purpose of Administration: **Chief Administrative Officer (CAO) Recruitment Interviews**, for September 4, 2020, be adopted, as presented.

Carried Unanimously.

**3. Minutes:**

No Minutes.

**8. Executive Session:**

**Collective Agreement - International Union of Operating Engineers, Local Union No. 955**

1121-20: Orichowski

That Smoky Lake County Council go into Executive Session to discuss a Personnel Issue in respect to Chief Administrative Officer (CAO) Recruitment and to conduct interviews of the candidates for the position of CAO, under the authority of FOIP Act: Section 17: Third Party Personal Privacy, time 10:03 a.m.

Carried.

**Meeting Recessed**

Meeting recessed for Lunch, time 12:02 p.m.

**Meeting Reconvened**

The meeting reconvened under executive session, on a call to order by Reeve Craig Lukinuk at 1:37 p.m. in the presence of all Council members and the Interim Chief Administrative Officer.

1122-20: Halisky

That Smoky Lake County Council go out of Executive Session, time 3:42 p.m.

Carried.

**ADJOURNMENT**

1123-20: Lukinuk

That the Smoky Lake County Council Committee of the Whole for the purpose of Administration Meeting, of Friday, September 4, 2020, be adjourned, time 3:42 p.m.

Carried.

\_\_\_\_\_  
REEVE

**S E A L**

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

**SMOKY LAKE COUNTY**

Minutes of the County Council Committee of the Whole Meeting for the purpose of Administration on Wednesday, September 9, 2020 at 10:07 A.M. held in County Council Chambers and virtually online through Electronic Communication Technology: Zoom Meeting.

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

<u>Div. No.</u>	<u>Councillor(s)</u>	<u>ATTENDANCE</u> <u>Wednesday, Sept. 9, 2020</u>
1	Dan Gawalko	Present in Chambers
2	Johnny Cherniwchan	Present in Chambers
3	Craig Lukinuk	Present in Chambers
4	Lorne Halisky	Present in Chambers
5	Randy Orichowski	Present in Chambers
Interim CAO	Lydia Cielin	Present in Chambers
Legislative Svcs/R.S.	Patti Priest	Present Virtually

\*\*\*\*\*

No Members of the Media or Public were present.

Steve T. Connors, Partner, Labour & Employment, Litigation, Brownlee LLP was virtually present as a delegation scheduled for 10:15 a.m. under Executive Session.

**2. Agenda:**

1124-20: Halisky

That the Agenda for the Smoky Lake County Council Committee of the Whole Meeting for the purpose of Administration, for September 9, 2020, be adopted, as presented.

Carried Unanimously.

**3. Minutes:**

No Minutes.

**8. Executive Session:**

**Collective Agreement - International Union of Operating Engineers, Local Union No. 955**

1125-20: Cherniwchan

That Smoky Lake County Council go into Executive Session to discuss a Personnel: in respect to the Collective Agreement between Smoky Lake County and the International Union of Operating Engineers, Local Union No. 955 Bargaining, and Record of Communication, dated July 15, 2020, under the authority of FOIP Act: Section 27: Privileged Information and Section 24: Advice from Officials, time 10:08 a.m.

Carried.

Patti Priest, Legislative Services Recording Secretary virtually left the meeting, time 10:19 a.m.

**Meeting Recessed**

Meeting recessed for Lunch, time 12:03 p.m.

**Meeting Reconvened**

The meeting reconvened under executive session, on a call to order by Reeve Craig Lukinuk at 1:00 p.m. in the presence of all Council members and the Interim Chief Administrative Officer as well as in the virtual presence of the delegation: Steve T. Connors, Partner, Labour & Employment, Litigation, Brownlee LLP.

1126-20: Halisky

That Smoky Lake County Council go out of Executive Session, time 3:07 p.m..

Carried.

ADJOURNMENT

1127-20: Lukinuk

That the Smoky Lake County Council Committee of the Whole for the purpose of Administration Meeting, of Wednesday, September 9, 2020, be adjourned, time 3:07 p.m.

Carried.

\_\_\_\_\_  
REEVE

**S E A L**

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

**SMOKY LAKE COUNTY**

Minutes of the **County Council Budget Meeting** held virtually online on **Thursday, September 10, 2020** starting at 9:16 A.M. held in County Council Chambers and virtually online through Electronic Communication Technology: Zoom Meeting.

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

<u>Div. No.</u>	<u>Councillor(s)</u>	<u>ATTENDANCE</u> <u>Thursday, Sept. 10, 2020</u>
1	Dan Gawalko	Present in Chambers
2	Johnny Cherniwchan	Present in Chambers
3	Craig Lukinuk	Present in Chambers
4	Lorne Halisky	Present in Chambers
5	Randy Orichowski	Present in Chambers
Interim CAO	Lydia Cielin	Virtually Present
Finance Manager	Brenda Adamson	Present in Chambers
Legislative Svcs/R.S.	Patti Priest	Virtually Present

\*\*\*\*\*

Members of Administrative Staff in attendance:

Doug Ponich – Public Works Manager	Virtually Present
Dave Kully – Public Works Shop Foreman	Virtually Present
Bob Novosiwsky – Public Works Foreman	Absent
Trevor Tychkowski – Safety Officer	Virtually Present
Ed English – Peace Officer/Rec. Manager	Virtually Present
Jordan Ruegg, Planning & Dev. Manager	Absent
Kyle Schole, Planning & Dev. Assistant	Virtually Present
Carleigh McMullin – Ag. Fieldman	Virtually Present
Evonne Zukiwsky – Communications Tech.	Virtually Present
Carole Dowhaniuk – GIS Tech.	Virtually Present
Scott Franchuk – Fire Chief	Virtually Present
Spencer Kotylak – Deputy Fire Chief	Virtually Present
Dave Franchuk – Env. Operations Manager	Virtually Present
Daniel Moric – Natural Gas Manager	Virtually Present
Michelle Wright – Comm. Ec. Dev. Officer	Virtually Present

No Members of the Media were in attendance.

No Members of the Public were in attendance.

**2. Agenda:**

1128-20: Halisky

That the Smoky Lake County Council Budget Meeting Agenda for Thursday September 10, 2020 be adopted, as amended:

Addition to the Agenda:

1. Chief Administrative Officer Employment Contract.

Carried Unanimously.

**3. Minutes:**

No Minutes.

#### 4. Request for Decision:

##### Year-2021 Budget Guidelines

Policy Statement No. 08-11-01 provides the guidelines for the budget process. The first step in budget creation is to get an understanding of Council's expectations for 2021 and future years. Items that need to be discussed are:

- ❖ **Expected changes to service levels**
- ❖ **Cost of Living increase for salaries**
- ❖ **The policies that council would like reviewed with budget implications.**
- ❖ **The priorities for the three-year road plan**
- ❖ **The Municipal Tax Rate**
  - ✓ **Proposed assessment changes**
- ❖ **Funding three major commitments currently under discussion**
  - ✓ **Capital Contribution to new HAK School \$360,000**
  - ✓ **Investment in Victoria District Economic Development (proposed) \$600,000**
  - ✓ **Administration Building Capital repairs \$800,000 - \$2,300,000**

These guidelines along with the Strategic Plan and Budget Meetings will be used to compile the three-year road plan, capital budget, and operating budget, and the five-year financial plan.

- The Canadian Consumer Price Index (CPI) for July 2020 is 0.1% and for Alberta it is 0.9%. Gasoline is one of the main contributors to the higher CPI this year.
- Residential assessment is based on market value as at July 2020. We would estimate that overall, the residential assessment to experience only minimal changes.
- Non-residential, industrial, machinery/equipment, and linear assessments continue to be a concern. Although the Minister of Municipal Affairs has "paused" the approvals for proposed changes, it is not yet known for how long. In light of this uncertainty, we should have a discussion regarding what we should begin the initial budget with.
- Contracts with IOE 955 will be negotiated this fall. We are asking council for an estimate to incorporate into the budget.
- In 2020 Council has not directed any changes to services or programming, however, there have been discussions and concerns raised. If Council is thinking of changes, now is the time to look at how they will affect the budget.

There are many factors that will affect the 2021-2025 budgets including the union negotiations. The guidelines provided by council today will be used as a starting point to build a plan and budget for 2021, 2022, 2023, 2024, and 2025. Over the next three months, as more numbers become firm, they will be adjusted in the budget. In April, once we have the final assessment numbers and the school requisitions, we will be able to provide what will be the final budget for 2021 and then produce a 5-year plan.

One Member of the Public virtually joined the meeting, time 10:57 a.m.

##### Council Discussion

Council held discussion in regards the Year-2021 Budget guidelines including but not limited to, or committed to, the following considerations:

- The priorities in the three-year road plan may be reviewed a later date.
- Policies in respect to levels of service and associated fees/costs will be examined.
- The new Smoky Lake School capital contribution should be funded from the General Surplus.
- The new Regional Fire Department storage building should be funded from the Fire Reserves.

- The Victoria District Economic Development Strategic Plan Implementation should be funded through borrowing.
- The budget for beaver trapping should be increased for a 6-month beaver trapper and 4-month secondary trapper.
- Other possible considerations:
  - utilizing a portion of the Take-it-or-Leave-it Shed as a sheltered used oil storage area,
  - water rescue equipment,
  - the County's Anniversary 60<sup>th</sup>,
  - Municipal scheduled for Election 2021,
  - Possibility of the Vilna Amalgamating, and
  - Replacement of the Council Chambers sound system.

**Meeting Recessed** Meeting recessed for Lunch, time 12:07 p.m.

**Meeting Reconvened** The meeting reconvened on a call to order by Reeve Craig Lukinuk at 12:48 p.m. in the presence of all Council members, the Interim Chief Administrative Officer, Finance Manager, Planning and Development Assistant, Communications Technician, Agricultural Fieldman, Public Works Shop Foreman, Fire Chief, Deputy Fire Chief, Park and Recreation Manager/Peace Officer, Natural Gas Manager, GIS Technician, Community Economic Development Officer, Recording Secretary, and One Member of the Public.

**Policies for Review**  
1129-20: Halisky

That Smoky Lake County Council review the following Policy Statements and Bylaw in respect to levels of service and associated fees/costs, at the next scheduled Policy Committee Meeting:

- 03-25-10: Sale of Gravel or Sand,
- 03-35-11: Snow Clearing,
- 61-05-04: Planning and Development Fees, and the
- Land Use Bylaw in respect to make-shift campgrounds and amount of RV permissible at County Resorts.

Carried.

**Addition to the Agenda:**

**Chief Administrative Officer Employment Contract**

1130-20: Orichowski That Smoky Lake County engage the County Solicitor: Brownlee LLP to prepare a Chief Administrative Officer Employment Contract in anticipation of hiring a new Chief Administrative Officer for Smoky Lake County.

Carried.

**County Main Office - Building Assessment**

1131-20: Cherniwchan That Smoky Lake County Administration bring forward, for the purpose of preparing the Year-2021 Budget, an estimated Year-2021 cost, in respect to the recommendations of necessary, major and minor repairs to be completed within 10-Years on the County's Main Office Building Structure, located at 4612 McDougall Drive, Smoky Lake, as outlined in the Building Assessment report prepared by Associated Engineering Ltd., dated November 2018, titled: "County Office Building Assessment Smoky Lake, Alberta".

Carried.

**8. Executive Session:**

No Executive Session.

6. Correspondence:

No Correspondence

Adjournment:

1132-20: Lukinuk

That the Smoky Lake County Council Budget Meeting of September 10, 2020, be adjourned, time 1:08 p.m..

Carried.

\_\_\_\_\_  
REEVE

S E A L

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

**SMOKY LAKE COUNTY**

Minutes of the **County Council Meeting** held on Thursday, **September 24, 2020** at 9:06 A.M. held virtually online through Electronic Communication Technology: Zoom Meeting and physically in Council Chambers.

The meeting was called to order by the Reeve, Mr. Craig Lukinuk, in the presence of the following persons:

<u>Div. No.</u>	<u>Councillor(s)</u>	<u>ATTENDANCE</u> <u>Thursday, Sept. 24, 2020</u>
1	Dan Gawalko	Present in Chambers
2	Johnny Cherniwchan	Present in Chambers
3	Craig Lukinuk	Present in Chambers
4	Lorne Halisky	Present in Chambers
5	Randy Orichowski	Present in Chambers
Interim CAO	Lydia Cielin	Virtually Present
Finance Manager	Brenda Adamson	Present in Chambers
Legislative Svcs/R.S.	Patti Priest	Virtually Present
*****		

Observers in Attendance Upon Call to Order:

Upcoming CAO	Gene Sobolewski	Present in Chambers
Public Works Mgr.	Doug Ponich	Virtually Present
Plan/Dev Manager	Jordan Ruegg	Virtually Present
Plan/Dev Manager	Kyle Schole	Virtually Present
Ag. Fieldman	Carleigh McMullin	Virtually Present
Communications Tech.	Evonne Zukiwski	Present in Chambers
GIS	Carole Dowhaniuk	Virtually Present
Media	Smoky Lake Signal	Virtually Present
Media	Redwater Review	Virtually Present
Public	None	N/A

**2. Agenda:**

1133-20: Orichowski That the Smoky Lake County Council Meeting Agenda for Thursday, September 24, 2020, be adopted, as amended:

**Additions to the Agenda:**

1. Expression of Interest (EOI) – Municipally Owned Land.
2. Landowners – Request for Road Closure Information.
3. Krista Leddy, Métis Crossing, Experience Development Coordinator – Request for Snake Crossing Traffic Signs.
4. Letter of Support Request for the Portage College Virtual Tourism Project: Whitefish Lake - Lac La Biche Region - Indigenous Virtual Tourism Action Plan.
5. Executive Session – Re: Public Works Truck Operator Position and the Hiring Freeze, under the authority of FOIP Act: Section 27: Privileged Information and Section 24: Advice from Officials.
6. Kinette Club of Smoky Lake - Request for a County Micro Website.
7. Descent of The Holy Spirit Ukrainian Catholic Church of Waskatenau - Request for Reject Sand.

Carried Unanimously.

3. Minutes:

**Minutes of July 28, 2020 – County Council Departmental Meeting**

1134-20: Cherniwchan That the minutes of the **Smoky Lake County Council Departmental Meeting** held on Tuesday, July 28, 2020, be adopted as presented.

Carried.

**Minutes of August 10, 2020 – Special County Council Meeting**

1135-20: Halisky That the minutes of the **Smoky Lake County Council Special Meeting** held on Monday, August 10, 2020, be adopted as presented.

Carried.

**Minutes of August 27, 2020 – County Council Meeting**

1136-20: Gawalko That the minutes of the **Smoky Lake County Council Meeting** held on Thursday, August 27, 2020, be adopted as presented.

Carried.

**Minutes of September 1, 2020 – County Council Committee of the Whole - Administration**

1137-20: Orichowski That the minutes of the **Smoky Lake County Council Committee of the Whole for the purpose of Administration Meeting** held on Tuesday, September 1, 2020, be adopted as presented.

Carried.

**Minutes of September 1, 2020 – County Council Meeting**

1138-20: Cherniwchan That the minutes of the **Smoky Lake County Council Meeting** held on Tuesday, September 1, 2020, be adopted as presented.

Carried.

4. Request for Decision:

**Chief Administrative Officer (CAO): Appointment**

1139-20: Halisky That Smoky Lake County appoint Mr. Gene Sobolewski as the Chief Administrative Officer (CAO) for Smoky Lake County, effective September 24, 2020 and, execute the CAO Employment Contract Agreement between Gene Sobolewski and the County; and, make an announcement of the said appointment through the County Grapevine and Social Media for the purpose of providing an introduction of the new CAO to the public.

Carried.



Reeve, Craig Lukinuk and CAO, Gene Sobolewski.

**Chief Administrative Officer (CAO): Code of Conduct and Oath of Confidentiality**

1140-20: Cherniwchan That Smoky Lake County acknowledge the covenants executed by Mr. Gene Sobolewski, CAO and Smoky Lake County Council, which identify the expectations, roles and responsibilities of Council and the CAO, as per Policy Statement No. 01-39-01, Schedule "A": Council Covenant, and Schedule "B": Chief Administrative Officer Covenant.

Carried.

Gene Sobolewski, Chief Administrative Officer, left Council Chambers, time 9:19 a.m. to join the meeting virtually.

Evonne Zukiwski, Communications Technician, left Council Chambers, time 9:20 a.m. to join the meeting virtually.

**5. Issues for Information:**

**Manager's Reports:**

**Public Works Manager**

**Three-Year Road Plan - Project FM2014 Twp Rd 612 between Hwy 855 & Rge Rd 174**

1141-20: Halisky

That Smoky Lake County Council approve deferring the Three-Year Road Plan Project No. FM2014: road-surface-chip-sealing of Township Road 612 between Highway 855 and Range Road 174, to Year-2021 of the Three-Year Road Plan due to weather delaying the said project, and to take advantage of combining the said project with the other two Year-2021 road-surface-chip-sealing projects which will result in a cost saving.

Carried.

**Red Tape Reduction in the SME Process**

1142-20: Halisky

That Smoky Lake County write a letter to our local MLA for the Athabasca-Barrhead-Westlock Constituency: Mr. Glenn van Dijken, and the carbon copy the Minister of Environment & Parks: Mr. Jason Nixon, for awareness and to advocate for Red Tape Reduction in the Surface Material Exploration (SME) process, outlining the County's grossly delayed experience with SME 190052 and the related Surface Material Lease application.

Carried.

Evonne Zukiwski, Communications Technician, virtually joined the meeting, time 9:38 a.m.

Spencer Kotylak, Deputy Fire Chief, virtually joined the meeting, time 9:40 a.m.

**8. Executive Session:**

**Personnel Issues:**

**Public Works Casual Truck Operator Position and the Hiring Freeze**

**International Union of Operating Engineers, Local Union No. 955**

1143-20: Orichowski

That Smoky Lake County Council go into Executive Session to discuss two Personnel Issues, in respect to:

**Addition the Agenda:**

1. Public Works Truck Operator Position and the Hiring Freeze, under the authority of FOIP Act: Section 27: Privileged Information and Section 24: Advice from Officials, **from 9:44 a.m. to 10:10 a.m.** in the presence of all Council, Chief Administrative Officer, Assistant Chief Administrative Officer, Public Works Manager, Finance Manager, and Legislative Services Recording Secretary;
2. and the correspondence from Steve T. Connors, Partner, Labour & Employment, Litigation, Brownlee LLP dated September 15, 2020 in respect to the International Union of Operating Engineers, Local Union No. 955 Record of Communication, dated July 15, 2020, under the authority of FOIP Act: Section 27: Privileged Information and Section 24: Advice from Officials **from 10:10 a.m. to 10:49 a.m.** in the presence of all Council, Chief Administrative Officer, and Assistant Chief Administrative Officer.

Carried.

1144-20: Halisky That Smoky Lake County Council go out of Executive Session, time 10:49 a.m..

Carried.

**Public Works Casual Truck Operator Position and the Hiring Freeze**

1145-20: Orichowski That Smoky Lake County Council authorize, in accordance with the January 6, 2020, Motion #334-20: "Hiring Freeze for the remainder of Year-2020", to extend the August 31, 2020, employment termination date in respect to the May 28, 2020, Motion #803-20, authorizing the re-hire of a casual Public Works employee as an operator: truck driver to fill the Public Works employment capacity to October 31, 2020.

Carried.

**6. Correspondence:**

**Provincial Agricultural Service Board Committee**

1146-20: Gawalko That Smoky Lake County is in agreeance with the Provincial Agricultural Service Board (ASB) Committee in assigning the following grades to responses by government and nongovernment organizations for resolutions passed at the 2020 Provincial ASB Conference as outlined in the document titled: "Agricultural Service Board - 2020 Report Card on the Resolutions" as follows:

Res.#	Title	Grade
1-20	Ropin' the Web	Accept the Response
2-20	Weed & Pest Surveillance & Monitoring Technology Grant	Incomplete
3-20	Clubroot Pathotype Testing	Unsatisfactory
4-20	Education Campaign for Cleanliness of Equipment for Industry Sectors	Unsatisfactory
5-20	AFSC Assist in Preventing the Spread of Regulated Crop Pests	Unsatisfactory
6-20	Beehive Depredation	Accept in Principle
7-20	Agricultural Related Lease Dispositions	Accept in Principle
8-20	Emergency Livestock Removal	Accept in Principle
9-20	Mandatory Agriculture Education in the Classroom	Unsatisfactory
10-20	Reinstate a Shelterbelt Program	Accept in Principle
11-20	Compensation to Producers on Denied Land Access to Hunters	Defeated
12-20	Proposed Amendments to Part XV of the Federal Health of Animals Regulations	Accept in Principle
13-20	Canadian Product and Canadian Made	Incomplete
E1-20	Review of Business Risk Management Programs	Unsatisfactory
E2-20	Initiate Agri-Recovery Framework	Unsatisfactory
E3-20	Agri-Invest and Agri-Stability Changes	Unsatisfactory

and notify the ASB Provincial Committee of Council agreeance prior to September 25, 2020, in response to the correspondence received from Linda Hunt, Executive Assistant, Provincial Agricultural Service Board Committee, dated August 17, 2020.

Carried.

Carleigh McMullin, Agricultural Fieldman, virtually left the meeting, time 11:15 a.m.

Gene Sobolewski, Chief Administrative Officer, virtually re-joined the meeting, time 11:16 a.m.

**4. Request for Decision:**

**“Elevate Wellness” Regional Team for The Alberta Healthy Communities Initiative**

1147-20: Halisky

That Smoky Lake County be open to accommodate the “Elevate Wellness” Regional Team for The Alberta Healthy Communities Initiative, as needed, and acknowledge Craig Lukinuk and Lorne Halisky will voluntarily participate in a non-elected capacity, as community members, in the said team’s meetings to coordinate efforts, build on our strengths, and identify and respond to our weaknesses.

Carried.

**Additions to the Agenda:**

**Request for Expressions of Interest – to Purchase Municipally Owned Land in Spedden**

1148-20: Gawalko

That Smoky Lake County advertise a Request for “Expressions of Interest” in purchasing municipally owned property in accordance with Policy Statement No. 61-10-01: Disposition of County Owned Property, in the Hamlet of Spedden, legally describes as Plan 1955CL, Block 1, Lot 23, at 4907 51 Avenue, on the Smoky Lake County’s website, Social Media and Grapevine and in the local newspaper for (2) two consecutive weeks.

Carried.

**5. Issues for Information:**

**Interim Chief Administrative Officer’s Report**

The Interim Chief Administrative Officer provided a report to Council for the period of August 21, 2020 to September 17, 2020:

**Legislative/Governance:**

- On Monday, September 14, 2020 participated in a conference call with Colin Blair, Health Emergency Operations Centre, Alberta Government and Dr. Deena Hinshaw, Alberta’s Chief Medical Officer of Health provided an update to the Provincial Relaunch Status Map in respect to Smoky Lake County with 10 cases – color status on the map is changed to blue indicating under “WATCH”. In this conference call attendance also included Chief Elected, Director of Emergency Services, Finance Manager and Fire Chief.

**Administrative:**

- Legislative Services Department has received its’ second “Request for Information” this year.
- September 10, 2020, followed up with a “Request for Information” from Dr. Basaraba in regard to Township Road 572A, waiting for clarification from Dr. Basaraba as to what it is that he requires by completing the appropriate form.
- September 13, 2020, received Dr. Basaraba’s completed form: Schedule “A”: Request for Information, of Policy Statement No. 01-50-01, as required; and the Legislative Services Department is working on compiling the information.

**Financial:**

- No Report.

**Human Resources:**

- Staff Meeting held on September 14, 2020. Notification of meeting called on September 8, 2020.
- This is my last report to Council: It has been a pleasure to be

your Interim CAO. I appreciate your confidence in me to assist you in the transition for a new CAO. I look forward to working with the new CAO to carry on the County Vision. Thank You.

**Community:**

- September 8, 2020, approved the Smoky Lake Holubka Dancers request for a donation to fund lunch for the Annual Highway Cleanup between Waskatenau and Smoky Lake scheduled on September 19, 2020 with 35 members participating, as per letter their received September 2, 2020.
- The Smoky Lake County Community Learning Council requested a micro-website through the County's Website, as per their letter received on September 28, 2020.
- Thank-You email, dated September 9, 2020, received from Eunice and Jack Sousa for addressing a culvert problem at Garner Lake.
- Alberta Health Services - North Zone Update on COVID-19, dated September 11, 2020 outlining several information resources available.
- Brenda Carter with Whitefish Lake Campground has requested County Custom Work of grading near garbage bins for better access.
- No update from last month as to the Waskatenau Highway 831 drainage: Township Road 592 Ditch work - the culvert installation. Associated Engineering requested permission from CN and we continue to wait for a response from CN.

**Training:**

- No Report.

**Smoky Lake Holubka Dancers**

1149-20: Halisky

That Smoky Lake County approve action taken by the Interim Chief Administrative Officer in approving a donation in the amount of \$300.00 on September 8, 2020, with funds allocated from Grants to Individuals and Organizations, to the Smoky Lake Holubka Dancers to be used towards the cost of lunch during the Annual Highway Cleanup along Highway 28, between Waskatenau and Smoky Lake, which was scheduled for September 19, 2020, with 35 members participating, as per the Smoky Lake Holubka Dancers letter request, dated September 2, 2020.

Carried.

**Smoky Lake County Community Learning Council (CLC)**

1150-20: Halisky

That Smoky Lake County approve to provide a AllNet basic micro-website through the County's website at no cost to the Smoky Lake County Community Learning Council (CLC), as requested in the letter received from the Smoky Lake County Community Learning Council (CLC), dated August 28, 2020.

Carried.

**Addition to the Agenda:**

**Kinette Club of Smoky Lake**

1151-20: Cherniwchan

That Smoky Lake County approve to provide an AllNet basic micro-website through the County's website at no cost to the Kinette Club of Smoky Lake, as requested in the letter received from the Kinette Club of Smoky Lake, dated September 23, 2020.

Carried.

**Thank-You – Garner Lake Resort Culvert Issue Resolved**

1152-20: Gawalko That Smoky Lake County acknowledge receipt of the Thank-You email received from Eunice and Jack Sousa, dated September 9, 2020, in regard to an “amazing job” in resolving a culvert issue at Garner Lake Resort, in good due time, with clean, professional results.

Carried.

**Alberta Health Services - North Zone Update on COVID-19**

1153-20: Halisky That Smoky Lake County acknowledge receipt of Alberta Health Services - North Zone Update on COVID-19, dated September 11, 2020, which outlines several links to COVID-19 information resources; and, promote the said links on the County’s social media for public awareness.

Carried.

**Whitefish Lake Resort – Custom Work Request**

1154-20: Gawalko That Smoky Lake County Council approve Public Works to provide custom work on the lands legally described as plan 9523091 Lot 19, NE-04-62-13-W4, known as Whitefish Lake Resort, of grading in front of the three 6-yard, front-load waste bins located at 62044 Range Road 133, as an exception to the County not providing custom work to private landowners, in accordance with Policy Statement No. 03-26-01: Custom Work, Section 1.3, as the County has encouraged the landowner to obtain custom work services from private contractors or equipment to perform the required work as per Council’s February 24, 2020, Motion #595-20, as there is no such private contractors or equipment available to perform the said work as per a phone call made to the Interim Chief Administrative Officer on September 16, 2020, and therefore, Council authorizes the County Public Works to perform the said work at cost to the owner using standard construction rates upon execution of a Hold Harmless Agreement.

Carried.

**Addition to the Agenda:**

**Descent of The Holy Spirit Ukrainian Catholic Church of Waskatenau**

1155-20: Orichowski That Smoky Lake County approve to provide an in-kind donation of one tandem load (12 Tonnes) of reject sand valued in the estimated amount of \$180.00 including delivery in the amount of \$228.00 to the Descent of The Holy Spirit Ukrainian Catholic Church of Waskatenau, in response to the letter request from Randy Orichowski, Vice-President, Descent of The Holy Spirit Ukrainian Catholic Church of Waskatenau, dated September 24, 2020.

Carried.

**Financial Statements**

As annexed to the minutes:

↳ July/August 2020.

**Action List(s)**

Action Lists:

- i. County Council Departmental Meeting – July 28, 2020.
- ii. Special County Council Meeting – August 10, 2020.
- iii. County Council Meeting – August 27, 2020.
- iv. County Council Meeting – September 1, 2020.

**Interim Chief Administrative Officer’s Report**

1156-20: Orichowski That Smoky Lake County’s Interim Chief Administrative Officer report for the period of August 21, 2020 to September 17, 2020, be accepted and filed for information.

Carried.

**Business Arising from the Action List:**

**Natural Resource Extraction/Processing Facility RL-10-58-17-W4M.**

1157-20: Halisky That Smoky Lake County accept the verbal counter-offer of a flat fee in the amount of \$10,000.00 (Ten Thousand Dollars) from Cody Hrehorets owner of CLH Group Inc. relating to the September 1, 2020, Council Motion # 1116-20 offering CLH Group Inc., to mine for sand and gravel within the municipally controlled road allowance adjacent to RL-10-58-17-W4M (Victoria Settlement).

Carried.

**Meeting Recessed** Meeting recessed for Lunch, time 12:03 p.m.

**Meeting Reconvened** The meeting reconvened on a call to order by Reeve Craig Lukinuk at 1:03 p.m. in the presence of all Council members, the Chief Administrative Officer, Assistant Chief Administrative Officer, Finance Manager, Planning and Development Manager, Planning and Development Assistant, Communications Technician, Community Economic Development Officer, Recording Secretary, and one Member of the Media.

**Finance Manager's Report:  
Actual to Budget Report**

Brenda Adamson, Finance Manager provided an updated Financial Report for the period of August 20, 2020 to September 16, 2020.

**Tax Agreement – Tax Roll #12592121**

1158-20: Gawalko That Smoky Lake County execute a Tax Agreement with the owners of Property Tax Roll Number 12592121, legally described as SW-21-59-12-W4, to recover arrears with a payment schedule of \$210.00 per month for a period of 24 months effective October 2020 to October 2023, in accordance with Policy Statement No 12-01-01: Tax Agreement.

Carried.

**Smoky Lake Minor Hockey Association**

1159-20: Orichowski That Smoky Lake County approve to allocate funding from the 2020 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
Smoky Lake Minor Hockey Association	"Respect in Sport Program" to train leaders and volunteers to promote and build upon sportsmanship and leadership for a safe positive environment for children, parents, coaches & referees.	\$2,000.00

Carried.

**Finance Manager's Report**

1160-20: Cherniwchan That the Smoky Lake County Financial Report prepared by Brenda Adamson, Finance Manager for the period of August 20, 2020 to September 16, 2020, be accepted for information.

Carried.

**Reeve's Report:**

Reeve Craig Lukinuk presented the following written report:



**Reeve's Report**  
For August 20, 2020 to September 16, 2020

August 20, 2020 – Victoria District Economic Development Strategy Implementation Working Group meeting held Virtually: (Craig)

- Reviewed the draft Victoria District Economic Development Strategy business plan.

August 21, 2020 – Northern Lights Library Executive Meeting Virtually: (Craig)

- In Closed Session under legal discussion regarding the Executive Director quarterly review.

August 21, 2020 – Northern Lights Board Meeting Virtually: (Craig)

- Election for Executive Board Zone 2 and Zone 4 and all sub Committee Members.
- Financial Report looking at 0% increase for upcoming year.
- Reviewed twelve policies and passed by Board members located on NLLS web site.
- Discussed Plan of Service Questionnaire.
- Library Managers Report.
- Looking at Supernet Bandwidth Upgrade.
- Reviewed Social Media statistics.
- Marketing completed 106 website Help Desk tickets average ticket 15min.
- Government courier has resumed as of July 20, 2020.
- New van run has started with the addition of 3 more runs per week.
- NLLS serves a population of 173,205 people through a network of 47 public libraries.

August 24, 2020 – Smoky Lake Community Daycare Cooperative held virtually: (Craig)

- Discussion on Pumpkin Patch insurance motion made to ask the County and Town to pay 50% each for the 2021 year.
- Back to school discussion on children that get sick and must stay home for 48 hours credit 1 day no cash refund.
- Looked at the floor plan for the new daycare space when the new school is built.

August 21, 2020 – Elevate Wellness Virtually: Craig, Lorne)

- Craig Lukinuk and Lorne Halisky became volunteers of this committee not as members of council.
- What we do is work with communities, build upon existing assets, facilitate planning, work together to build healthier spaces & places.
- Discussion on things that impact health.
- Talked about what is a healthy community and building healthy communities together.
- Completed a questionnaire survey on moving forward.

August 26, 2020 - Alberta's Iron Horse Trail 10 Year Strategic Development Plan Meeting held Virtually: (all Council)

- Discussed the Value of the Iron Horse Trail: economic, and social and quality of life benefits of the Iron Horse Trail.
- Discussed the current state of the Trail, the strengths, and key issues that the Strategic Plan should address.
- Discussed what opportunities that exist relating to the quality of the visitor / user experience along the trail, the tourism potential of the trail, and the benefits provided to communities situated along (or nearby) the trail.
- Discussed how investment priorities for the trail be determined.
- Discussed opportunities to improve how various stakeholders and partners in the region communicate and collaborate that would benefit the Iron Horse Trail.

August 27, 2020 – Council Meeting held in Chambers/Virtual: (All Council)

- Approved the unbudgeted expense of approximately \$15,000.00 for an emergent rehabilitation project to repair three areas on Township Road 610 between Range Road 181 and Highway 855.
- Approved Western Asphalt Products of Bruderheim to provide "Pugmill Mixing" of Cold Mix for stockpiling approximately 2,000 tonne of Cold Mix Road Material.
- Approved action taken by public works in deferring a scheduled project to address the emergent rehabilitation of Township Road 600 between Range Road 180 and Range Road 181.
- Amended Policy Statement No. 03-25-10: Sale of Gravel or Sand (the Public Participation process was followed).
- Amended Policy Statement No. 01-03-27: Organizational Chart.
- Executed the Municipal Stimulus Program Memorandum of Agreement to be eligible to receive conditional funds and approved to submit the two eligible projects: Bridge Repair File # BF1603, over Waskatenau Creek, on Range Road 193, and Range Road 181 Rehabilitation and Paving.
- Gave third and final reading to Bylaw No. 1382-20: Chief Administrative Officer (CAO), being a bylaw for the purpose of establishing and defining the power, duties, and functions of the CAO.
- Accepted an Offer to Purchase the County owned land located at 5112 50 Avenue, Warspite, for \$10,500.00 including GST in accordance with Policy No. 61-10-01: Disposition of County Owned Property.
- Approved the Alberta Bilingual Municipalities Association (ABMA) membership for Year-2020-2021 at no cost.
- Approved to cost share the RMA insurance fee for the Smoky Lake Community Daycare Cooperative's Pumpkin Patch on a 50/50 basis with the Town.
- Agreed to purchase the Spedden Waste Transfer Site land, at a purchase price in the amount of \$14,500.00 from Diane Cholak.

- Approved providing a letter to the Minister of Immigration, Refugees and Citizenship, in support of progressing the Canadian Permanent Resident application submitted in February 2018 through the Alberta Immigrant Nominee Program for Doctor Hendrik Lourens and his family.
- Approved action in providing a joint letter of support with the Town of Smoky Lake on August 18, 2020 to Vision, the Experience Specialists' (Vision XS) for bidding on the Tourism Plan for Explore Edmonton.
- Approved action in submitting a letter to Glenn van Dijken, MLA for Athabasca-Barrhead-Westlock in regard to the Provincial Assessment Model Review's negative impacts, as based on the options proposed by the Province, Smoky Lake County, would lose \$2.3 to \$2.5 million dollars in tax revenue.
- Acknowledged the action approved by Council in allowing County staff time-off, without loss of pay on Friday, July 3 and Monday, July 6, 2020, as well as flexibility in attending work during the week of July 6 to 10, 2020, for the bereavement of Cory Ollikka; and, acknowledge the County Offices were never closed for business during those days.
- Approved action taken in providing a Letter of Support to Métis Crossing on August 6, 2020, for pursuing the management contract for the Victoria Settlement Provincial Historic Site.
- Acknowledged the Métis Crossing 4.86 MW Solar Project which is a collaboration between the Town of Smoky Lake, Smoky Lake County, and the Métis Nation of Alberta, receiving a \$3.9 million investment from the Municipal Climate Change Action Centre.
- Acknowledged the Public Participation process was engaged for the five-year 2020 – 2024 Financial Plan and approve the 2020 – 2024 Financial Plan.
- Approved action in executing the conditional grant agreement in the amount of \$200,000.00 for the 2019-2020 Alberta Community Partnership (ACP) Grant for the Project Titled: Regional Geographic Information System (GIS) Project Phase III Infrastructure Data Integration under the "Intermunicipal Collaboration Framework" Component Grant.
- Sold 3 Units that were County Surplus Equipment: a 2007 black Chevrolet Tahoe, a 1999 green Polaris Ranger 6x6 ATV and a 1993, 120 Gallon Horizontal Air Compressor.
- Approved to reimburse the County Employee who was pepper sprayed by criminals who then stole the County vehicle they were using during July, 2020, for personal expenses incurred which are not covered by the County's insurance, including the costs to tow the employees personal vehicle to a dealership to have the vehicle re-keyed, the re-keying fee and the driver's license replacement fee, as the employees personal keys & wallet were stolen as well.
- Approve to host a meeting with Municipal Affairs Minister who is consulting with municipalities from MLA Glenn van Dijken's Athabasca-Barrhead-Westlock Constituency and the surrounding region on September 2, 2020, to discuss the Assessment Model Review of Oil and Gas Properties.
- Appointed the Finance Manager: Brenda Adamson as the Interim Manager for the Highway 28/63 Regional Water Services Commission.
- Approved to host the Virtual Entrepreneur Conference October 5-9, 2020.
- Approved to provide the Regional Community Development Committee (RCDC) a micro-website through the County's website at no cost to RCDC.
- Approve to issue a 60-Day Notice of Intention to Designate the Rubuliak Ukrainian House as a Municipal Historic Resource.
- Denied a request to allow four trailers on one lot at Mons Lake.
- Declared October 1, 2020 as "International Day of Older Persons".
- Proclaimed September 20th to September 26th, 2020 as Alberta Development Officers Week.

August 27, 2020 – Municipal Planning Commission Meeting held in Chambers/Virtual: (All Council)

- Approved Development Permit No. 029-20: Plan 8023098, Block 1, Lot 12 (Pt. of SW 16-60-16-W4M), for the development of a Modular Home.

August 28, 2020 – Victoria District Economic Development Strategy Implementation Working Group meeting held Virtually: (Craig)

- Agreed upon a timeline for key activities.

August 28, 2020 – Building Committee NLLS: Craig)

- Onsite visit to take survey shots with Star Construction to correct flooding in building and get land scaping company to do the required work.

August 31, 2020 - Northern Lights Library Building Committee Meeting held Virtually: (Craig)

- Discussion on new swale for drainage.
- CO2 quotes came are in replacement of these need to be done before replacing furnace motherboard.
- Hahn Welding & Oilfield Service Ltd to do landscaping for a cost of \$2170 plus GST.

August 31, 2020 – Northern Lights Library Executive Committee held Virtually: Craig)

- Discussion to hire a Human Resource Consultant to assist with replacement of Executive Director and to assist with helping managers and employees for 3 months with potential for 3 month extension.

- GIC's Renewal.
- Executive Directors Job Ad and Description closing date October 16, 2020.
- Compensation for Interim Acting Director.
- Compensation for Board chair.
- Grid review.
- MILS Compliance discussion.
- Municipal Affairs Minister Tracy Allard congratulation letter.

September 1, 2020 – Committee of the Whole Meeting held in Chambers/Virtual: (All Council)

- Held Executive Session to discuss Personnel Issues in respect to the Chief Administrative Officer (CAO) Recruitment and the 41 resumé received, as well as to review the CAO Contract under the authority of FOIP Act: Section 17: Third Party Personal Privacy.
- Shortlisted candidates and created an interview scheduled for the CAO position.

September 1, 2020 – Council Meeting held in Chambers/Virtual: (All Council)

- Awarded the tender to CERA Contracting Ltd. of Waskatenau, Alberta, in the bid amount of \$67,698.75 for the Site Reclamation and Remediation of the Former Waskatenau Nuisance Grounds.
- Approved to provide a letter jointly signed by the Town of Smoky Lake and Smoky Lake County to the Honourable Doug Schweitzer, to congratulate him on becoming the Minister of Jobs, Economy and Innovation as appointed on August 25, 2020.

September 2, 2020 - Assessment Review Model with Minister & MLA held at Métis Crossing: (All Council)

- Municipal Affairs Minister Honourable Tracy Allard consulted with municipalities to discuss the Assessment Model Review of Oil and Gas Properties from the Athabasca-Barrhead-Westlock Constituency and the surrounding region at Métis Crossing in Smoky Lake County.

September 4, 2020 – Committee of the Whole Meeting held in Chambers/Virtual: (All Council)

- Held Executive Session to discuss a Personnel Issue in respect to Chief Administrative Officer (CAO) Recruitment and conduct interviews of candidates for the position of CAO, under the authority of FOIP Act: Section 17: Third Party Personal Privacy.

September 8, 2020 – Regional Community Development Committee (RCDC) Committee held in Chambers/Virtual: (Craig, Lorne, Johnny)

- Recommended the Community Economic Development Officer (CEDO) create an awareness campaign on the value of Co-operatives for investment, business ownership and community not-for-profits.
- Recommended the CEDO create a mock-up of a Regional Guide for consideration.
- Recommended the CEDO create a design contest for public participation for a new external RCDC Logo including the tagline "Naturally Inviting".
- Recommended the CEDO send Alberta Bilingual Municipalities Association membership information to Village of Waskatenau and Village of Vilna for their Councils' consideration.

September 9, 2020 – Committee of the Whole, Administration Meeting held in Chambers/Virtual: (All Council)

- Held Executive Session to discuss a Personnel: in respect to the Collective Agreement between Smoky Lake County and the International Union of Operating Engineers, Local Union No. 955 Bargaining, and Record of Communication, dated July 15, 2020, under the authority of FOIP Act: Section 27: Privileged Information and Section 24: Advice from Officials.

September 10, 2020 – Council Budget Meeting held in Chambers/Virtual: (All Council)

- Reviewed and discussed Year-2021 Budget Guidelines and agreed to review the fees in Policies and Bylaw at a future meeting.
- Agreed to engage Brownlee LLP to prepare a Chief Administrative Officer Employment Contract in anticipation of hiring a new Chief Administrative Officer.
- Requested an updated cost for necessary, major and minor repairs to the County's Main Office Building Structure.

September 10, 2020 – Municipal Planning Commission held in Chambers/Virtual: (All Council)

- Approved Development Permit No. 036-20: NE-21-60-18-W4M, for the development of a Second Dwelling, Manufactured Home (16 x 76 ft).

September 14, 2020 – Joint Municipalities Meeting held Virtually: (All Council)

- Received the Smoky Lake RCMP Detachment's Police Reports and an introduction to the detachment's newest member: Constable Jordan Lidstone.
- Received an update from Tom Mykitiuk, Aspen View Trustee on the new HAK School.
- Acknowledged the updated RCDC Regional Strategic Priorities Chart Year-2020.
- Acknowledged receipt of The Alberta Healthy Communities Initiative (AHCi) information.
- Update on Metis Crossing Solar Field which now has been approved by the Alberta Utilities Commission (AUC).

- Metis Crossing 40 suite lodge broke ground this month lodge to be completed by Aug 2021.

September 15, 2020 – Regional Community Development Committee (RCDC) Advertising Sub-Committee Meeting held Virtually: (Craig & Lorne)

- Provided feedback on the Regional Guide mock-up.

September 16, 2020 – Joint Town/County Council Meeting held in the National Hall: (All Council)

- Received the Victoria District Economic Development Strategy – Financing Update under executive session.

Sincerely,

Craig Lukinuk, Smoky Lake County Reeve

### Reeve's Report

1161-20: Gawalko

That the Smoky Lake County Reeve's Report received for the period of August 20, 2020 to September 16, 2020, be accepted and filed for information.

Carried.

One Member of the Public virtually joined the meeting, time 1:38 p.m., and virtually left the meeting, time 1:39 p.m.

1:39 to 1:39 p.m.

### 9. Public Question and Answer Period:

None

### 5. Issues for Information:

### Manager's Reports:

#### Planning & Development Manager

#### Public Hearing

1162-20: Halisky

That Smoky Lake County scheduled a **Public Hearing** for Thursday, **October 22, 2020 at 1:00 p.m.**, to be held virtually, through Electronic Communication Technology as per Bylaw No. 1376-20 and in County Council Chambers to obtain public input in regard to the proposed Road Closure Bylaw No. 1380-20; and advertise the said Public Hearing as per Sections 230 and 606 of the Municipal Government Act.

Carried.

### County Council Committee of the Whole Meeting – Planning

1163-20: Orichowski

That a **Smoky Lake County Committee of the Whole for the purpose of Planning Meeting** be scheduled to review a draft amendment to the County's Land Use Bylaw respecting recreational vehicles, Campsites/Campgrounds, and Tiny Homes, for Thursday, **October 29, 2020 at 9:00 a.m.**, to be held virtually, through Electronic Communication Technology as per Bylaw No. 1376-20.

Carried.

### Manager's Reports

1164-20: Cherniwchan

That the Smoky Lake County Management Reports received for the period between August 22, 2020 to September 16, 2020, from; Doug Ponich, Public Works Manager; Bob Novosiwsky, Public Works Road Foreman; Dave Kully, Public Works Shop Foreman; Ed English, Bylaw Enforcement/Peace Officer/Parks and Recreation Manager; Carleigh McMullin, Agricultural Fieldman; Jordan Ruegg, Planning and Development Manager; Trevor Tychkowsky, Safety Officer Communications and GIS Department, be accepted and filed for information.

Carried.

**Training Events – Reports**

There were no reports received in respect to Management Policy Statement No. 01-M-41: Reporting on Training Events in the months of August and September 2020.

**5. Issues for Information:**

**Committee Task Forces and Boards: Reports**

**Alberta CARE (Alberta Coordinated Action for Recycling Enterprises)**

- No Report.

**Executive Session:**

**Corridor Communications Inc. (CCI) Wireless**

1165-20: Gawalko That Smoky Lake County Council go into Executive Session to discuss a Legal Issue as a shareholder, in regard to Corridor Communications Inc. (CCI) Wireless under the authority of the FOIP Act, Section 16: third party business interests, time 1:57 p.m.

Carried.

1166-20: Cherniwchan That Smoky Lake County Council go into Executive Session, time 2:13 p.m.

Carried.

1167-20: Orichowski That Smoky Lake County Council authorize the appointed member to CCI Wireless - Corridor Communications Inc. board: Mr. Craig Lukinuk, to undertake the vote concurrent to the discussion held in Executive Session on September 24, 2020, in regard to a Board of Director's Meeting of Corridor Communications Inc. scheduled for September 25, 2020.

Carried.

**Doctor Recruitment and Retention**

- No Report.
- Next Meeting at the Call of the Chairperson.

**Evergreen Regional Waste Management Services Commission**

- Meeting held on September 16, 2020 and addressed in Councillor Orichowski's written report:
  - Alberta CARE is launching a Mattress recycle program
  - Waste to Energy project located near Brooks to be up and operating by 2023
  - Swan Hills hazardous waste facility is scaling back on what they accept. They will be taking only medical waste and PCB contaminates. These changes will be after March 31, 2021
  - Electronics recycle expansion pilot project is underway. They will accept any household device. e.g. electric knife, toothbrush, shaver, blender, and such.
  - Cages to contain these items will be set up at the transfer sites. Dave Franchuk can inform us more at our next utilities meeting.
  - A review of Evergreens business plan is scheduled to be done in 2021
  - The next meeting is scheduled for October 21, 2020 at 10:00 a.m.

**Family & Community Support Services**

- No Report.

**Fire and Rescue Liaison Committee**

- Smoky Lake
- No Report.
- Vilna
- No Report.
- Waskatenau
- No Report.

**Government Liaison Committee**

- No Report.

**Highway 28/63 Regional Water Services Commission**

- Next meeting is scheduled for October 28, 2020 at 10:00 a.m.

**Joint Health and Safety Committee**

- Meeting held on September 17, 2020 and address in Councillor Halisky's written report:
  - 2 new employee orientations; one Office and one ASB on August 17 and 25. Other employee training will be lined up such as WHMIS and Mental Health First Aid.
  - Formal Safety Inspections and partial Actions taken of the following locations:
    - Warspite Water Station – noted: emergency light burnt out and gas sniffers are needed in lift stations,
    - Bellis Water Station – noted: fire extinguisher expired,
    - Bellis Transfer Station – noted: fire extinguisher expired,
    - Gas Bay – noted: grinder guards missing,
    - Agricultural Bay – noted: light bulb burnt out, container not marked, and gas container stored improperly,
    - Public Works Yard Out Buildings – noted: no emergency lighting, clutter on floor,
    - Public Works (New Shop) – noted: emergency plan not tested,
    - Public Works (Old Shop) – noted: tripping hazards, some lights burnt out, grinder guards missing, no fire extinguisher under fire extinguisher sign, and
    - Main Office – noted: minor tripping hazards in photocopier room, no handicap parking/access, south door needs repair, emergency plan needs updating and to be tested, AD packs expire in 2020.
  - There were 0 incidents reported for the period of August 13, 2020 to September 17, 2020.
  - Everyone in the County Administration and Shop areas are still healthy and no one is off because of COVID. However, as a precautionary a STEP student was asked to refrain from coming into the County shop until September 23, 2020 because of a positive COVID case at the HAK School.
  - Fire crews continue to be proactive and wear masks on all fire calls and are cleaning all apparatus that respond to each call with disinfectant. Covid-19 PPE kits were built and placed in the apparatus.
  - Mental health checks are conducted on Fire Department members due to the serious collisions the departments responded to over the past month.
  - CEDO relocated to the Legislative Clerk's office due to experiencing throat irritation in the back office. With the move no further throat irritation was experienced. Hazard report completed and provided to Safety Officer for follow up.
  - If you see any road or road-sign issues, report it to the Public Works Manager and/or Road Foreman.

- Theft in the region continues so please ensure all vehicles/equipment whether County owned or personal are secured etc. and report all suspicious activities to the RCMP immediately.
- Keep your mind on task at all times, conduct hazard assessments, and report all incidents to help prevent loss.
- The harvest season is starting so please drive with caution and give the right of way for farm equipment/large loads and extra caution is needed in dusty conditions.
- Internal audit is ongoing.
- Next Meeting is scheduled for October 15, 2020 at 8:00 a.m.

**Municipal Planning Commission**

- Addressed in the Reeve's Report.

**Northeast Alberta Information HUB**

- No Report.

**North East Muni-Corr. Ltd.**

- Included in this agenda package:
  - Minutes: August 10, 2020.
- Next Meeting is scheduled for October 5, 2020.

**Northern Lights Library Board**

- Addressed in the Reeve's Report.

**Policy Committee**

- No Report.

**R.C.M.P. Liaison Committee**

- Next Meeting is scheduled for October 15, 2020 at 11:00 a.m.
- Constables Chris McKerracher and James Quigley will be transferring out of the Smoky Lake Detachment this fall and a recruit from Depot: Constable Jordan Lidstone joined the Detachment on September 14, 2020.

**Regional Community Development Committee (RCDC)**

- Addressed in the Reeve's Report.
  - RCDC Action Lists Included in this agenda Package: July 30, 2020.

**Regional Emergency Management Advisory Committee**

- No Report.

**Risk-Pro Control Management Committee**

- Added Named Insured Minutes Received:
  - Waskatenau Pryveet Dance Club - Minutes: August 18, 2020.

**Smoky Lake Community Daycare Co-operative Committee**

- Addressed in the Reeve's Report.

**Smoky Lake Foundation**

- Addressed in Councillor Orichowski's written report:
  - Discussion on GICs and Term Deposits. What will give us the best return.
  - A letter from Smoky Lake Foundation was sent to Minister Tyler Shandro outlining our concerns regarding staff shortages in the DSL 4 and DSL 4D of our facility. It affects the level of care our residents are receiving. This issue is widespread across the entire province.
  - COVID has also created staffing shortages at the Foundation. We constantly run adds for employment.

- ASCHA regional meeting October 8th at 9:00 a.m. The board chair was assigned to be the ballot voter at the meeting
- We received a letter from Alberta Seniors and Housing indicating possible amalgamations of Housing Management Bodies. We've had the experience of being managed by a larger housing authority and it didn't go well.
- Our facilities remain relatively full and confident that as winter approaches there will be no vacancies.
- An upgrade to the entrance at Bar V Nook Manor west parking lot will be done. The scope is to lower the sidewalk curb to allow smoother entrance for vehicles, especially medical and emergency.
- Next meeting scheduled for October 20, 2020, at 9:00 a.m..

**Smoky Lake Region Fire and Rescue Committee**

- Address in the Reeve's Report.
- Next regular meeting is scheduled for October 15, 2020 at 1:00 p.m.

**Smoky Lake Heritage Board**

- No Report.

**Joint Municipalities Meeting**

- Address in the Reeve's Report.

**Smoky Lake Agricultural Society**

- No Report – unable to attend Meeting held on September 17, 2020.

**Intermunicipal Collaboration Framework (ICF) Committee**

- Address in the Reeve's Report.
- The Thorhild County Intermunicipal Collaboration Framework (ICF) Committee meeting scheduled for September 15, 2020, which was then rescheduled for October 8, 2020, is in the process of being rescheduled once more due to conflicting calendar commitments.

**Citizens-on-Patrol (C.O.P.) Association**

- Next Meeting is scheduled for October 15, 2020 7-9 p.m. at Bellis Curling Rink.

**Committee Task Force and Board Reports**

1168-20: Halisky

That Smoky Lake County's Committee Task Force and Board Reports presented by Councillors as of September 24, 2020, be accepted for information.

Carried.

**6. Correspondence:**

**Swich Services Inc. - Incentives for reducing Greenhouse Gas Emissions**

1169-20: Halisky

That Smoky Lake County forward the correspondence from Florian Gabriel, Managing Director, Swich Services Inc, dated August 17, 2020 in regard to reducing Greenhouse Gas Emissions when creating rink or arena ice, to the Agricultural Societies and Curling Clubs in the Smoky Lake Region.

Carried.

**North Saskatchewan Watershed Alliance Society**

1170-20: Cherniwchan

That Smoky Lake County take no action to the correspondence received from Ken Crutchfield, President, North Saskatchewan Watershed Alliance Society (NSWA), dated September 1, 2020 in regard to the NSWA 2019-2020 Annual Report and invoice for a Municipal Funding Contribution to NSWA, as Smoky Lake County is not currently a member of NSWA.

Carried.

**Drainage Problems at Lobstick Settlement, Victoria Trail**

1171-20: Halisky That Smoky Lake County Public Works provide Council a cost estimate for removing sediment and debris left by the spring melt-water and rainwater runoff on the lands legally described as River Lots 11 and 12, Lobstick Settlement, along Victoria Trail, and bring the information forward to the next scheduled Council Meeting for further discussion, in response to the letter request from William (Bill) Sadoway, dated September 4, 2020.

Carried.

**Métis Economic Trade and Industrial Services Corporation**

1172-20: Cherniwchan That Smoky Lake County acknowledge receipt and write a letter of congratulations to Metis Crossing in response to the copied letter received by Trevor Anderson, Economic Development Manager, Metis Economic Trade and Industrial Services Corporation dated September 10, 2020, from Alberta Utilities Commission in regard to the Métis Crossing Solar Project, Proceeding No. 25634, Application No. 25634-A001 and No. 25634-A002.

Carried.

**Métis Nation Holdings Ltd. Métis Crossing Nekinan  
Community Facility Enhancement Program (CFEP)**

1173-20: Orichowski That Smoky Lake County provide a letter of support to Metis Nation Holdings Ltd. for their grant application to the Community Facility Enhancement Program (CFEP) Grant, Large Funding Stream, for funding assistance of ongoing renovations to the Métis Crossing Nekinan (housing complex), located at 4607-52nd Avenue, Smoky Lake, legally described as Plan 8621882, Lot 1, in response to the letter request from Ron Harrison, Metis Nation Holdings Ltd., dated September 14, 2020.

Carried.

**Métis Nation Holdings Ltd. Métis Crossing Nekinan**

1174-20: Cherniwchan That Smoky Lake County Public Works Department install fence posts along the southern property line of Métis Crossing Nekinan (housing complex), located at 4607-52nd Avenue, Smoky Lake, legally described as Plan 8621882, Lot 1, which is adjacent to the County's Main Office, located at 4612 McDougall Drive, Smoky Lake, legally described as Plan 8621882, Lot 2, as a way to deter vehicle traffic, and promote an enhanced walking experience for pedestrians in response to the letter request from Ron Harrison, Metis Nation Holdings Ltd., dated September 14, 2020.

Carried.

**Métis Crossing Nekinan Community Facility Enhancement Program (CFEP)**

1175-20: Lukinuk That Smoky Lake County Public Works Department dismantle and remove the chain-link fence for the County's reuse between Métis Crossing Nekinan (housing complex), 4607-52nd Avenue, Smoky Lake, legally described as Plan 8621882, Lot 1, and the County's Main Office, located at 4612 McDougall Drive, Smoky Lake, legally described as Plan 8621882, Lot 2, to allow for greater joint-utilization of the open space of both properties, and agree to discuss potential uses of this space and possible shared maintenance of the open space with Metis Nation Holdings Ltd., in response to the letter request from Ron Harrison, Metis Nation Holdings Ltd., dated September 14, 2020.

Carried.

**Thank You's**

None received for the Month of September 2020.

**Addition to the Agenda:**

**Request for Information - Road Closure Process**

1176-20: Orichowski That Smoky Lake County acknowledge receipt of the letter from the land owners of the lands legally described as NW-34-58-16-W4, Plan 7722728, Block 1, dated September 14, 2020, inquiring about the process of closing a portion of undeveloped County road allowance adjacent to their property, to which, the Planning and Development Department responded with the requested information.

Carried.

**Snakes Crossing Traffic Sign Request**

1177-20: Gawalko That Smoky Lake County take no action to erect Snake Crossing traffic signs along the Victoria Trail between Highway 855 and Métis Crossing, as requested in the letter received from Krista Leddy, Métis Crossing, Experience Development Coordinator, dated September 21, 2020, due to concerns with overloading the roadsides with traffic signage and with setting precedent in erecting such signage throughout the County.

Carried.

**Portage College Request**

1178-20: Lukinuk That Smoky Lake County provide a joint letter of support from the County and Town of Smoky Lake to Portage College in respect to their Virtual Tourism Project: Whitefish Lake - Lac La Biche Region - Indigenous Virtual Tourism Action Plan, in response to the information provided by Portage College received by Council on September 24, 2020.

Carried.

**Information Releases**

1179-20: Orichowski That following correspondence released to Smoky Lake County Council in accordance with Policy Statement No. 01-28-01: Regular County Council Meeting: Issues for Information and Information Releases, for the month of July and August 2020, be **filed for information**:

- R51-20 - Bob Beck, CAO, Beaver County, dated August 20, 2020, in regard to District 5 Resolutions,
- R52-20 – Rural Municipalities of Alberta (RMA), Contact Newsletter, dated August 28, 2020,
- R56-20 – Aspen View Public Schools Board Highlights newsletter, dated September 10, 2020,
- R57-20 – Alberta Agriculture - Food Directories in Alberta.

and, Council **acknowledge receipt** of the following correspondence released in accordance with same:

- R53-20 – James Cardinal, President, Region 1, Jason Ekeberg, Vice President, Region 1, Metis Nation of Alberta, dated August 21, 2020 in regard to County of Lac La Biche Hate Speech Incidences,
- R54-20 – John Burrows, Mayor, Woodlands County, dated August 19, 2020 in regard to the Provincial Assessment Model Review.

Carried.

**10. Bills & Accounts:**

1180-20: Orichowski

That all the Smoky Lake County Bills and Accounts approved for payment, including the bills and accounts recommended for payment by the Natural Gas Council, and including transfers to the Payroll Account, be filed for information:

**County Council Meeting: Sept. 24th, 2020**

Batch #	Cheque Numbers	Total of Batch
50854	50122 to 50125	\$58,671.81
50855	50126 to 50148	\$51,218.69
50858	50149	\$899.85
50950	50150 to 50153	\$67,466.38
50952	50154 to 50160	\$214,224.29
50977	50161 to 50186	\$61,495.51
50998	50187 to 50190	\$72,068.12
51061	50191 to 50221	\$155,906.11
51152	50222 to 50261	\$308,988.77

**Total Cheques from 50122 to 50261 \$990,939.53**

**Direct Debit Register**

Batch #	Description	Total of Batch
50195	My HAS	\$552.50
50838	Smoky Lake County	\$389,340.90
50880	My HAS	\$328.93
50881	My HAS	\$186.59
50882	My HAS	\$362.44
50994	Smoky Lake County	\$403,873.87
50995	Vision XS Limited	\$5,000.00

**Total Direct Debits \$799,645.23**

**Grand Total Bills and Accounts \$1,790,584.76**  
(Note: From General Account)

Carried.

**Stars of Alberta Volunteer Awards**

1181-20: Gawalko

That Smoky Lake County Council approve action taken by Administration in advertising on the Year-2020 Stars of Alberta Volunteer Awards Self-Nomination as the deadline to nominate was September 15, 2020.

Carried.

**County Council Meetings**

The next Smoky Lake County Council Meeting is scheduled for Thursday, **October 22, 2020** following the scheduled Organizational Meeting, to be held virtually, through Electronic Communication Technology as per Bylaw 1376-20 and in County Council Chambers.

**ADJOURNMENT:**

1183-20: Lukinuk

That the Smoky Lake County Council Meeting of September 24, 2020, be adjourned, time 3:15 p.m..

\_\_\_\_\_  
REEVE

S E A L

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

**REQUEST FOR DECISION**

DATE

**October 22, 2020****4.1**

TOPIC

**International Union of Operating Engineers (IUOE), Local 955 Negotiations**

PROPOSAL

**BACKGROUND:**

The Alberta Local 955 is one of the largest International Union of Operating Engineers locals in North America and has over 100 collective agreements in place across Alberta. There are 3 Charters within Local 955: Local 955A, Local 955B & Local 955C. Local 955B members are employed with counties, municipalities, transportation, health care facilities, maintenance, and rental equipment shops.

In 1986, *(in process of locating motion)* the County of Smoky Lake No.13 Public Works Employees were organized by the International Union of Operating Engineers (IUOE) Local 955 under Charter B. Collective Bargaining Negotiations have taken place between the County and Local 955 over half a dozen times in the past 30 years. The most recent Collective Agreement was ratified in 2018 and expires December 31, 2020.

**December 6, 2018, Council Motion #116-18:**

That Smoky Lake County ratify the 2-Year Collective Agreement with International Union of Operating Engineers (IUOE) Local 955, for a 2-Year Term: January 1, 2019 to December 31, 2020, as per the Negotiating Committee's Memorandum of Understanding signed on November 15, 2018.

**September 25, 2020, Official Notification Received from Chris Flett, Business Manager, IUOE Local No. 955, to Commence Negotiations:**
**INTERNATIONAL UNION OF OPERATING ENGINEERS  
LOCAL 955, 955B, 955C**

HEAD OFFICE: 17603 - 114 Avenue, Edmonton, Alberta T5S 2R9  
Phone: (780) 483-0955 Fax: (780) 483-1998

Website: [www.ioe955.com](http://www.ioe955.com)Email: [info@ioe955.com](mailto:info@ioe955.com)September 25<sup>th</sup>, 2020

Smoky Lake County  
P.O. Box 310  
4612 McDougall Drive  
Smoky Lake, AB T0A 3C0

**ATTENTION: Lydia Ciellin, Interim Chief Administrative Officer**

Dear Ms. Ciellin:

**Re: Notice to Commence Negotiations**

Under the terms of the Labour Relations Code, Section 59(1) and the Collective Agreement between Smoky Lake County and the International Union of Operating Engineers, Local Union No. 955, this letter serves as official notification to commence negotiations for renewal of said Agreement.

Please contact Rod Sedrovic of our Edmonton Office to arrange a mutually convenient date within the time limits set by the Alberta Labour Relations Board for this purpose.

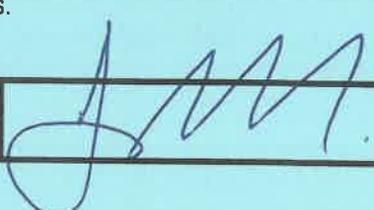
Be advised that the requirements set out in Section 61(1) of the Labour Relations Code will be met and that we will advise you in the near future of the names of those persons authorized to bargain collectively and conclude a Collective Agreement.

Subject to ratification by our membership, Business Manager, Chris Flett, and any one of the following members of the Executive Board (President, Vice-President, Treasurer, Financial Secretary or Recording Corresponding Secretary) have the authority to sign a Collective Agreement. Trusting the above meets with your approval, we remain,

Yours truly,

Chris Flett  
Business Manager  
IUOE Local No. 955

cc: Rod Sedrovic  
Business Agent  
IUOE Local No. 955

		<b>PROPOSAL:</b> Commence negotiations as per legislation.	
<b>CORRELATION TO BUSINESS (STRATEGIC) PLAN</b>			
N/A			
<b>LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS</b>		<b>Labour Relations Code:</b> <b>Notice to commence collective bargaining</b> <b>59(1)</b> When a certified bargaining agent, an employer or an employers' organization wishes to commence collective bargaining, a) the certified bargaining agent may serve on the employer or employers' organization, or b) the employer or employers' organization may serve on the certified bargaining agent, a notice to commence collective bargaining.  <b>Representatives for collective bargaining</b> <b>61(1)</b> A notice to commence collective bargaining must contain or be accompanied with a statement showing the name and address of the person or persons resident in Alberta who are authorized to do all of the following on behalf of the employer, employers' organization or bargaining agent: a) bargain collectively; b) conclude a collective agreement; c) sign a collective agreement.	
<b>BENEFITS</b>	Legislated.		
<b>DISADVANTAGES</b>	N/A		
<b>ALTERNATIVES</b>	N/A		
<b>FINANCE/BUDGET IMPLICATIONS</b>			
<b>Operating Costs:</b>	_____	<b>Capital Costs:</b>	_____
<b>Budget Available:</b>	_____	<b>Source of Funds:</b>	_____
<b>Budgeted Costs:</b>	_____	<b>Unbudgeted Costs:</b>	_____
<b>INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS</b>	N/A		
<b>COMMUNICATION STRATEGY</b>	Through formal written communication via email and/or postal mail.		
<b>RECOMMENDATIONS</b>			
That Smoky Lake County Negotiating Committee commence bargaining with International Union of Operating Engineers: IUOE Local No. 955 on _____, 2020 at _____m., in County Council Chambers and or virtually through electronic communication technology, for the purpose of negotiating the renewal of the collective agreement between Smoky Lake County and IUOE Local No. 955 Employees.			
<b>CHIEF ADMINISTRATIVE OFFICER</b>			

**REQUEST FOR DECISION**

DATE

**October 22, 2020**

4.2

TOPIC

**Ukrainian Twinning Initiative: Memorandum of Understanding**

PROPOSAL

**HISTORY:**

- The concept was first introduced to RCDC on **June 28, 2016** – Motion 96-16: *“That the Regional Economic Development Committee (RCDC) pursue the Canadian Ukrainian Chamber of Commerce Twinning Initiative.”*
- On **October 24, 2016** – Motion 150-16: *“That the Regional Economic Development Committee (RCDC) accept the report on the Ukrainian Twinning Initiative presented by Adam Kozakiewicz, Chief Administrative Officer from the Town of Smoky Lake, as information.”* (Based on personal trip to Ukrainian where he further researched the Initiative.
- On **April 16, 2018** – Motion 52-18: *“That the Regional Community Development Committee (RCDC) invite Ukrainian-Canadian Chamber of Commerce (Edmonton Chapter) President: Vitaliy Milentyev, to future Regional Community Development Committee (RCDC) meeting, in reference to the June 28, 2016 RCDC motion #96-16: That the Regional Economic Development Committee (RCDC) pursue the Canadian Ukrainian Chamber of Commerce Twinning Initiative.”*

- **September 18, 2018, Regional Community Development Committee Meeting (RCDC) Delegation:** Vitaliy Milentyev, Director of the Canada Ukraine Chamber of Commerce (CUCC) Alberta; provided information on the Ukrainian Twinning Initiative, including the following points:

The twinning initiative 3 pillars to push towards urbanization and economic expansion of Ukrainian:

1. business education,
2. representation as in dealing with local government on matters related to business, and
3. facilitating business between regions.

Ukraine celebrated the 27th year of independence - August 25, 2018. Canada is home to the biggest migration of Ukrainians with the highest concentration in Alberta.

The Town of Vegreville, Alberta has a twinning Memorandum of Understanding Agreement with Kolomyia District, Ukraine which recognizes the long cultural and historic connections and friendships that exist between citizens of Kolomyia District and Vegreville, and the commitment shared in improving and sustaining the historic and cultural connections, to support opportunities for collaboration between private sector organizations by facilitating connections and direct introductions and facilitate opportunities for collaboration in the areas of education, culture, economics and social initiatives.

**BACKGROUND:****June 25, 2019, Regional Community Development Committee (RCDC) Meeting Motion:**

#116-19: That the Regional Community Development Committee (RCDC) recommend that each respective municipality participate in the Ukrainian Twinning Initiative with Vitaliy Milentyev, Director of the Canada Ukraine Chamber of Commerce (CUCC) Alberta in respect to the Skype conference; and pursue signing Memorandum of Understanding; and review the Ukrainian Twinning Initiative in the 2020 Budget; prior to signing a contract, and bring forward to October 2019 RCDC Meeting.

**August 12, 2019, Regional Community Development Committee (RCDC) Meeting Motion:**

#166-19: That the Regional Community Development Committee (RCDC) request the Economic Development Assistant to research the status of the **June 25, 2019 – Motion #116-19** RCDC Meeting in regards to each respective municipality participating with the Memorandum of Understanding (MOU) for the Ukrainian Twinning Initiative Project.

**September 26, 2019, Smoky Lake County Council Meeting Motion:**

#1165-19: That Smoky Lake County, as a municipality in partnership, of the Regional Community Development Committee (RCDC) **approve to execute** a Memorandum of Understanding on Cooperation in an English version and Ukrainian version with both versions having equal standing between Kosiv District, Ivano-Frankivska Oblast, Ukraine and the Smoky Lake Region representing the regional municipalities: Smoky Lake County, Town of Smoky Lake, Village of Vilna and Village of Waskatenau, for a period of five (5) years from the date of execution, to pursue the Ukrainian Twinning Initiative, subject to all regional partners of RCDC participate in the Initiative.

- ✓ Village of Waskatenau's July 18, 2019 Motion #138-2019 (of same)
- ✓ Town of Smoky Lake's October 15, 2019 Motion #714-19 (of same)
- ✓ Village of Vilna's 2019 Motion #132-19 (of same)

**CURRENT:**

**January 28, 2020, Regional Community Development Committee (RCDC) Meeting Motion:**

#97-20: The Regional Community Development Committee (RCDC) acknowledged that each respective municipality signed the Memorandum of Understanding on Cooperation between Kosiv District, Ivano – Frankivska Oblast, Ukraine and Smoky Lake Region on January 27, 2020 at the Joint Municipalities Meeting.

**September 30, 2020, Smoky Lake Region and Ivano-Frankivska Virtual Meeting**

The Kosiv District, Ivano – Frankivska Oblast, Ukraine representatives executed the:

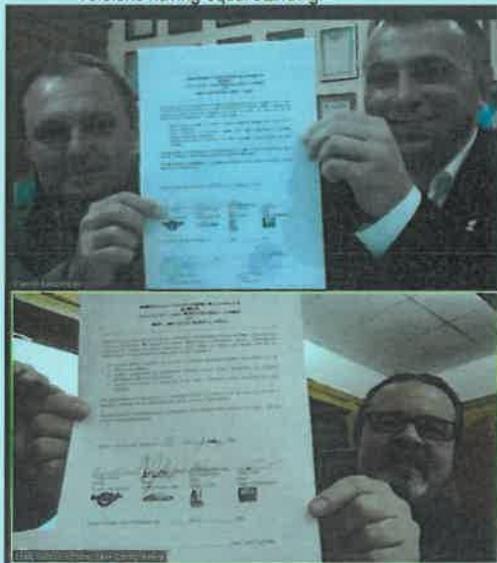
**MEMORANDUM OF UNDERSTANDING ON COOPERATION  
BETWEEN  
KOSIV DISTRICT, IVANO-FRANKIVSKA OBLAST, UKRAINE  
AND  
SMOKY LAKE REGION, ALBERTA, CANADA**

Recognizing the long cultural and historic connections and friendships that exist between citizens of Ivano-Frankivska Oblast and the Province of Alberta, recognizing the commitment shared in improving and sustaining the historic and cultural connections, Kosiv District and Smoky Lake Region enter into this Memorandum of Understanding on Cooperation to work together to:

- ◆ support efforts to prepare and execute a Twinning Agreement between Kosiv District and the Smoky Lake Region;
- ◆ support opportunities for collaboration between private sector organizations by facilitating connections and direct introductions;
- ◆ facilitate opportunities for collaboration in the areas of education, culture, economics and social initiatives.

This Memorandum of Understanding on Cooperation will be for a period of five (5) years from the date of execution. Extension for any additional period will be at mutual written consent.

This Memorandum of Understanding on Cooperation will be signed in both Ukrainian and English, with both versions having equal standing.



**MEMORANDUM OF UNDERSTANDING ON COOPERATION  
BETWEEN  
KOSIV DISTRICT, IVANO-FRANKIVSKA OBLAST, UKRAINE  
AND  
SMOKY LAKE REGION, ALBERTA, CANADA**

Recognizing the long cultural and historic connections and friendships that exist between citizens of Ivano-Frankivska Oblast and the Province of Alberta, recognizing the commitment shared in improving and sustaining the historic and cultural connections, Kosiv District and Smoky Lake Region enter into this Memorandum of Understanding on Cooperation to work together to:

- ◆ support efforts to prepare and execute a Twinning Agreement between Kosiv District and the Smoky Lake Region;
- ◆ support opportunities for collaboration between private sector organizations by facilitating connections and direct introductions;
- ◆ facilitate opportunities for collaboration in the areas of education, culture, economics and social initiatives.

The Memorandum of Understanding on Cooperation will be for a period of five (5) years from the date of execution. Extension for any additional period will be at mutual written consent.

This Memorandum of Understanding on Cooperation will be signed in both Ukrainian and English, with both versions having equal standing.

Signed at Smoky Lake, Alberta this 27th day of January, 2020

Signed at Kosiv District, Ukraine this 30th day of September, 2020

**Smoky Lake Region, Alberta, Canada:**  
 Gary Laplante, Mayor, Smoky Lake County  
 Leo Chudomin, Mayor, Village of Vilna  
 Cheryl Carr, Mayor, Village of Waskatenau

**Kosiv District, Ukraine:**  
 Yurii Plakhoruk, Mayor, Kosiv District

**October 1, 2020, Community Economic Development Officer (CEDO)'s Email to:**

Smoky Lake Regions' CAOs, Mayors, and Reeve:

Thank you all for your participation yesterday, as mentioned several times, the excitement is high for this project.

I've heard from the Kosiv group and they are anxious to set a working group meeting. Their team includes:

Pavlo Vandjurak – Head, Kosiv District Council

Yuri Ploskonos – Mayor, City of Kosiv

Andriy Yuzyuk, Director, Alberta Ukraine Chamber of Commerce, Western Ukraine Branch

Based on their list, I recommend our team include:

Craig Lukinuk – Reeve, Smoky Lake County

Hank Holowaychuk – Mayor, Town of Smoky Lake

Leo Chapdelaine – Mayor, Village of Vilna

Casey Caron – Mayor, Village of Waskatenau

Michelle Wright – Regional Community Economic Development Officer

**PROPOSAL: Three motions are recommended to:**

1. Acknowledge the fully executed Memorandum of Understanding on Cooperation Between Kosiv District, Ivano-Frankivska Oblast, Ukraine and Smoky Lake Region.
2. Acknowledge the CEDO will be involved more of time to facilitate the Ukrainian Twinning Initiative.
3. Approve forming a Ukrainian Twinning Working Group & appoint representative.

**CORRELATION TO BUSINESS (STRATEGIC) PLAN**

N/A

**LEGISLATIVE, BYLAW and/or  
POLICY IMPLICATIONS**

**BENEFITS**

Improve and sustain the historic and cultural connections, support opportunities for collaboration between private sector organizations, and facilitate opportunities for collaboration in the areas of education, culture, economics and social initiatives, between Kosiv District, Ukraine and our Smoky Lake Region.

**DISADVANTAGES**

N/A

**ALTERNATIVES**

N/A

**FINANCE/BUDGET IMPLICATIONS**

**Operating Costs:** \_\_\_\_\_

**Budget Available:** \_\_\_\_\_

**Budgeted Costs:** \_\_\_\_\_

**Capital Costs:** \_\_\_\_\_

**Source of Funds:** \_\_\_\_\_

**Unbudgeted Costs:** \_\_\_\_\_

**NOTE:** The Town of Smoky Lake CAO is recommending a budget of \$5,000.00 which will be brought forward to their October 6, 2020 Council Meeting for consideration for the purpose of hosting / shipping / translating / legal services.

**INTERGOVERNMENTAL  
INVOLVEMENT/IMPLICATIONS**

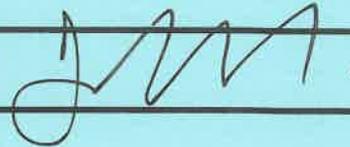
**COMMUNICATION STRATEGY**

Advertise in the County Grapevine, and County Social Media for transparency and awareness.

## RECOMMENDATIONS

1. That Smoky Lake County acknowledge the Ukrainian Twinning initiative has been formalized through the Memorandum of Understanding on Cooperation between Kosiv District, Ivano-Frankivska Oblast, Ukraine and Smoky Lake Region, which was executed by the Smoky Lake Region on January 27, 2020 and by the Kosiv District on September 30, 2020, with the said MOU valid for a period of five (5) years from the date of full execution and with an option to extend an additional period of time by mutual written consent.
2. That Smoky Lake County approve of and acknowledge the Smoky Lake Region's Community Economic Development Officer's (CEDO's) additional time involved and required to facilitate the Ukrainian Twinning Initiative between Kosiv District, Ivano-Frankivska Oblast, Ukraine and Smoky Lake Region, which currently remain under the Regional Community Development Committee's (RCDC's) portfolio.
3. That Smoky Lake County approve forming a Ukrainian Twinning "Working Group", until there is a term of reference established, for the purpose of implementing initiatives between Kosiv District, Ivano-Frankivska Oblast, Ukraine and Smoky Lake Region, and approve to appoint Reeve Craig Lukinuk, to the said Working Group consisting of the
  - Pavlo Vandjurak – Head, Kosiv District Council,
  - Yuri Ploskonos – Mayor, City of Kosiv,
  - Andriy Yuzyuk, Director, Alberta Ukraine Chamber of Commerce, Western Ukraine Branch,
  - Hank Holowaychuk – Mayor, Town of Smoky Lake,
  - Leo Chapdelaine – Mayor, Village of Vilna,
  - Casey Caron – Mayor, Village of Waskatenau,
  - Michelle Wright – Regional Community Economic Development Officer.

CHIEF ADMINISTRATIVE OFFICER





<b>REQUEST FOR DECISION</b>		<b>DATE</b>	<b>October 22, 2020</b>	<b>4.3</b>
<b>TOPIC</b>	<b>Appointment of the Returning Officer and Substitute Returning Officer.</b>			
<b>PROPOSAL</b>	<p>Section 13(1) of the Local Authorities Election Act states: An elected authority may, by resolution, appoint a returning officer for the purposes of conducting elections under this Act.</p> <p>Section 17 of the Local Authorities Election Act states that the Chief Elected Official of the Municipality may appoint a person to act in the place of the Returning Officer if the Returning Officer cannot complete his/her duties.</p> <p>The former Returning Officer recommends appointing Delores Jarema as the Returning Officer, who was the Substitute Returning Officer in 2017.</p> <p>Bernadette Dalpe who was the Returning Officer in 2017 has agreed to be re-appointed as the Substitute Returning Officer.</p>			
<b>CORRELATION TO BUSINESS (STRATEGIC) PLAN</b>				
N/A				
<b>LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS</b>	<p><b>LOCAL AUTHORITIES ELECTION ACT Revised Statutes of Alberta 2000 Chapter L-21, Current as of November 22, 2019:</b></p> <p><b>Appointment of returning officer and substitute returning officer</b>                      13(1) An elected authority may, by resolution, appoint a returning officer for the purposes of conducting elections under this Act by June 30 of the year in which the election occurs or, for a by-election or vote on a question or bylaw, in the resolution or bylaw that fixes the day for the by-election or vote on a question or bylaw.                      (2) If the elected authority does not appoint a returning officer, the secretary is deemed to have been appointed as the returning officer.                      (2.1) An elected authority must, by resolution, appoint a substitute returning officer by June 30 of the year in which the election occurs or, for a by-election, in the resolution or bylaw that fixes the day for the by-election.                      (3) The returning officer or substitute returning officer for a local jurisdiction may not be a candidate for the elected authority for that local jurisdiction.                      (4) If, through illness, absence or other incapacity, the returning officer is incapable of performing the duties of returning officer, the substitute returning officer has and may exercise all the duties, functions and powers of a returning officer for the purposes of conducting elections under this Act.</p> <p style="text-align: right;">RSA 2000 cL-21 s13;2018 c23 s7</p> <p><b>Impartiality</b>                      13.1(1) A returning officer must be independent and impartial when performing the duties of a returning officer.                      (2) No local jurisdiction, its officers or any other person shall obstruct or attempt to influence the returning officer in the carrying out of the duties of a returning officer.</p> <p style="text-align: right;">2006 c22 s8</p>			

<b>BENEFITS</b>	<ul style="list-style-type: none"> <li>▪ Required by Legislation.</li> <li>▪ Performs the duties required of conducting the election.</li> <li>▪ Orderly and transparency in Election of Municipal Councillors.</li> <li>▪ Fills the election day if anything should happen that the Returning Officer cannot fulfill their duties.</li> </ul>	
<b>DISADVANTAGES</b>	N/A	
<b>ALTERNATIVES</b>	<ul style="list-style-type: none"> <li>▪ Advertise for person(s) to fill the position – question the issue about skills and qualifications.</li> <li>▪ Appoint a new Returning Officer.</li> <li>▪ Appoint CAO and Assistant CAO to be the Returning Officer and substitute Returning Officer, respectively.</li> <li>▪ Appoint a staff member to be a Returning Officer.</li> </ul>	
<b>FINANCE/BUDGET IMPLICATIONS</b>		
<b>Operating Costs:</b>	\$ _____	<b>Capital Costs:</b> _____
<b>Budget Available:</b>	\$ _____	<b>Source of Funds:</b> <u>Operating</u>
<b>Budgeted Costs:</b>	<u>\$15,000.00</u>	<b>Unbudgeted Costs:</b> _____
<b>INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS</b>	N/A	
<b>COMMUNICATION STRATEGY</b>	Appointments will be noted in the minutes.	
<b>RECOMMENDATION</b>		
<ol style="list-style-type: none"> <li>1. That Smoky Lake County appoint Mrs. Delores Jarema as the Returning Officer for the 2021 general Municipal Election to be held on October 16, 2021.</li>   <li>2. That Smoky Lake County appoint Mrs. Bernadette Dalpe as Substitute Returning Officer for the 2021 general Municipal Election to be held on October 16, 2021.</li> </ol>		
<b>CHIEF ADMINISTRATIVE OFFICER</b>	 Sur CAO	

**REQUEST FOR DECISION**

DATE

**October 22, 2020****Agenda Item # 4.4**

TOPIC

**2020 Smoky Lake RCMP Community Engagement**

PROPOSAL

**HISTORY:****January 15, 2020 - Joint Town/County Motion #J144-20:**

That the Smoky Lake County and Town of Smoky Lake Joint Council work with Sargent Tina Chan, of the Smoky Lake RCMP Detachment to schedule and host a "Townhall" meeting for the opportunity to discuss enhancing community safety in regard to the recent crime in the Smoky Lake Region.

**January 23, 2020 - County Council Motion #373-20:**

That Smoky Lake County, in partnership with the Town of Smoky Lake, and in conjunction with the Smoky Lake RCMP Detachment, approve to host a "Townhall" Information Session: Enhancing Community Safety, in response to the increasing rural crime; and, schedule the said event for Tuesday, March 3, 2020 at 6:30 p.m. in the National Hall, Smoky Lake.

**March 3, 2020 -- "Townhall" Information Session held:**

Public speakers included:

- CPTED (Crime Prevention Through Environmental Design)
- Citizens on Patrol
- Rural Crime Watch
- Victim Services
- RCMP (Crime Reduction Unit and Smoky Lake Detachment)

**CURRENT:****October 10, 2020 - Email request from Sargent Tina Chan, Smoky Lake RCMP:**

From: Tina CHAN <tina.chan@rcmp-grc.gc.ca> Sat 2020-10-10 5:31 PM

Hello folks, May I ask that the below noted be shared on your social media web pages. If there is any questions or clarification required, please do not hesitate to contact me.

Tina

**2020 Smoky Lake RCMP Community Engagement**

Due to the current state of the COVID-19 pandemic and provincial social gathering restrictions, the Smoky Lake RCMP is not able to host a Town Hall Meeting. In lieu of the opportunity to meet and chat, the Smoky Lake RCMP would like to hear from local community members in Smoky Lake County. Sergeant Tina Chan and members invite community members who may have any comments and/or concerns about policing issues in the geographic areas of Smoky Lake, Barich, Bellis, Bonnie Lake, Edward, Garner Lake, Hamlin, Metis Crossing, Mons Lake, Northbank, Paradise Cove, Spedden, Sprucefield, Stry, Vilna, Warspite and Waskatenau.

**Up to October 19, 2020**, Sgt Chan will be accepting input from community members through either regular mail or email. If you are interested in participating, please send questions, comments, inquiries or concerns to Sgt Chan at: Smoky Lake RCMP, 5312 - 44 Ave, Smoky Lake, AB. T0A3C0 or email: [KSmokyLakeCommunity@rcmp-grc.gc.ca](mailto:KSmokyLakeCommunity@rcmp-grc.gc.ca).

Once the date closes, Sgt Chan will review all the correspondence received. In October, Sgt Chan and detachment members will respond to the top issues and concerns as presented and will publish responses in the communities' web pages, local and social media sites.

Sgt Chan appreciates this opportunity to work with the community to identify and address concerns during these challenging times. Thank you for taking the time to work with the Smoky Lake RCMP in promoting safer communities.

Tina CHAN, Sgt  
 NCO i/c Smoky Lake RCMP Detachment  
 P.O. Box 239  
 5312 - 44 Avenue  
 Smoky Lake, AB T0A 3C0  
 Tel: 780-656-3550  
 Fax: 780-656-3567

**October 11, 2020 – Social Media Post:**  
 Communications shared the Smoky Lake Rural Crime Watch's social media post:

**CORRELATION TO BUSINESS (STRATEGIC) PLAN**

N/A

<b>LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS</b>	N/A
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<b>BENEFITS</b>	▪ Enhance community safety.
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<b>DISADVANTAGES</b>	N/A
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<b>ALTERNATIVES</b>	N/A - action already taken.
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**FINANCE/BUDGET IMPLICATIONS**

<b>Operating Costs:</b>	\$ _____	<b>Capital Costs:</b>	_____
<b>Budget Available:</b>	\$ _____	<b>Source of Funds:</b>	_____
<b>Budgeted Costs:</b>	_____	<b>Unbudgeted Costs:</b>	_____

<b>INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS</b>	N/A
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<b>COMMUNICATION STRATEGY</b>	Promote on Social Media.
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**RECOMMENDATIONS**

That Smoky Lake County acknowledge the initiative taken by Smoky Lake RCMP Detachment and approve the action taken by Communications in promoting the 2020 Smoky Lake RCMP Community Engagement on the County's social media; and continue to work together with the Smoky Lake RCMP to enhance Community Safety.

<b>CHIEF ADMINISTRATIVE OFFICER</b>	
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**REQUEST FOR DECISION**

DATE

**October 22, 2020****4.5**

TOPIC

**New H. A. Kostash School Gymnasium Expansion**

PROPOSAL

**BACKGROUND:****November 1, 2019 - Aspen View Public Schools (AVPS) News Release:**

The replacement of H. A. Kostash (HAK) School in Smoky Lake approval was announced November 1, 2019, by the Honorable Adriana LaGrange, Minister of Education as part of the Provinces' Capital Projects.

**May 6, 2020 – Joint Town & County Council Meeting, Motion #J175-20:**

That the Smoky Lake County and Town of Smoky Lake Joint Council as community stakeholders be mutual third-party investment funding partners to **contribute funding in the amount of \$600,000.00** based on a funding formula of sixty percent (60%) County and forty percent (40%) Town, for the purpose of incorporating a community daycare facility into the Aspen View Public Schools' H. A. Kostash School Replacement Project, in the Town of Smoky Lake.

**May 6, 2020 – Joint Town & County Council Meeting, Motion #J177-20:**

That the Smoky Lake County and Town of Smoky Lake Joint Council appoint Cory Ollikka, Chief Administrative Officer of Smoky Lake County and Adam Kozakiewicz, Chief Administrative Officer of the Town of Smoky Lake, to the **H. A. Kostash School Replacement Project – Design Team**, as a Community Stakeholders to provide input in respect to the Community's needs within the limits of the municipal funding contribution.

**September 21, 2020 - Joint Town & County Council Meeting, Delegation:**

Aspen View Public Schools (AVPS) representatives: Neil O'Shea, Superintendent, and Tom Mykytiuk, Trustee, provided an update on the design progress and location of the new HAK School.

The total project funding from the Province is \$15 Million based on a 478-student population.

AVPS Board committed \$100,000 from reserves towards the estimated \$1-Million additional expense to connect the sewer services to the new school, as the very high cost of utility services was not contemplated by the Alberta Government in their funding formula and any funds which would be spent on the utility would take away from items such as: furniture, fixtures and equipment.

The demolition of the old school is also not included in the \$15 Million budget.

The gymnasium size in the current HAK School is 412 square meters and the new gymnasium would be 595 square meters, however, in order to host provincial tournaments there is a requirement to have 6 feet of space around the volleyball courts, and a 595 square meter gymnasium would not accommodate that. Additional funding would be required to construct a bigger gymnasium in order to host provincial tournaments.

**CURRENT:****October 8, 2020, Council Committee of the Whole Meeting Motion # 1187-10:**

That Smoky Lake County Council recommend offering funding in the amount of \$85,000.00 to Aspen View Public Schools for 50% of the cost to extend the size of the Gymnasium being incorporated into the new H. A. Kostash School in Smoky Lake, from 595 square meters to 668 square meters, for the purpose of creating the ability to host Provincial Tournaments; **subject to** the Town of Smoky Lake contributing 50% of the funding in the same amount, for a combined County/Town total in the amount of \$170,000.00, **and if** the Town declines providing the said funding, the County will withdraw the funding offer; in response to the letter received from Neil O'Shea, Superintendent of Aspen View Public Schools, dated October 6, 2020.

**PROPOSAL:**  
 To make the October 8, 2020, Council Committee of the Whole Meeting recommending Motion # 1187-10 official for the purpose of formally moving forward with funding should the Town of Smoky Lake agree.

And, to appoint Gene Sobolewski, Chief Administrative Officer to Design Committee to relieve Jordan Ruegg, Planning and Development Manager, as Mr. Ruegg has been attending the New HAK School Design Committee Meetings since the loss of Cory Ollikka.

**CORRELATION TO BUSINESS (STRATEGIC) PLAN**

N/A

**LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS**

**BENEFITS** Strengthen Community Stakeholder relationships.

**DISADVANTAGES** N/A

**ALTERNATIVES** Not participate.

**FINANCE/BUDGET IMPLICATIONS**

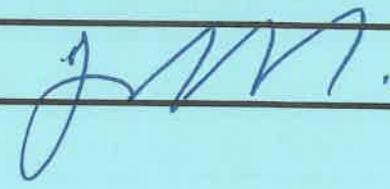
<b>Operating Costs:</b> _____	<b>Capital Costs:</b> _____
<b>Budget Available:</b> _____	<b>Source of Funds:</b> _____
<b>Budgeted Costs:</b> _____	<b>Unbudgeted Costs:</b> <b>\$85,000.00</b>

**INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS** N/A

**COMMUNICATION STRATEGY** Through formal written communication via email and/or postal mail to AVPS. Through the County Grapevine and social media as required.

**RECOMMENDATIONS**

1. That Smoky Lake County Council offer funding in the amount of \$85,000.00 to Aspen View Public Schools, for 50% of the cost to extend the size of the Gymnasium being incorporated into the new H. A. Kostash School in Smoky Lake, from 595 square meters to 668 square meters, for the purpose of creating the ability to host Provincial Tournaments; **subject to** the Town of Smoky Lake contributing 50% of the funding in the same amount, for a combined County/Town total in the amount of \$170,000.00, **and if** the Town declines providing the said funding, the County will withdraw the funding offer; in response to the letter received from Neil O'Shea, Superintendent of Aspen View Public Schools, dated October 6, 2020.
2. That Smoky Lake County appoint Gene Sobolewski, Chief Administrative Officer to the H. A. Kostash School Replacement Project – Design Team, as a Community Stakeholder to provide input in respect to the Community's needs within the limits of the municipal funding contribution.

**CHIEF ADMINISTRATIVE OFFICER** 

<b>REQUEST FOR DECISION</b>		<b>DATE</b>	October 22, 2020	<b>4.6</b>
<b>TOPIC</b>	Proposed Bylaw 1380-20: Road Closure – Undeveloped Government Road Allowance; East Side of River Lot 10 (Victoria Settlement)			
<b>PROPOSAL</b>	<ul style="list-style-type: none"> <li>To close the portions of the undeveloped government road allowance lying adjacent to the east side of the lands legally described as RL-10-58-17-W4M (River Lot 10, Victoria Settlement), and to the north of the Victoria Park Cemetery, and to dispose of these lands by consolidating them with the adjacent River Lot 10.</li> </ul>			
<b>BACKGROUND</b>	<ul style="list-style-type: none"> <li>On April 27, 2020, the Planning and Development Manager for Smoky Lake County received a letter from Audrey Poitras, President, Metis Nation of Alberta.                             <ul style="list-style-type: none"> <li>© <b>Attachment 1</b></li> <li>A current aerial photo of the proposed closure area is attached © <b>Attachment 2</b></li> <li>A conceptual drawing of the proposed <i>Master Site Plan</i> for the Metis Crossing site is attached © <b>Attachment 3</b></li> <li>A copy of Smoky Lake County Policy Statement No. 03-16: <i>Road Closure or Cancellation</i> is attached for reference © <b>Attachment 4</b></li> <li>A copy of proposed Bylaw 1380-20 is attached for reference. © <b>Attachment 5</b></li> </ul> </li> </ul> <p><b><u>April 27, 2020 – Smoky Lake County Committee of the Whole Meeting</u></b></p> <ul style="list-style-type: none"> <li><b>Motion 709-20:</b> “That Smoky Lake County Council recommend to defer the letter received from Audrey Poitras, President of Métis Crossing, dated April 27, 2020, in regard the undeveloped portion of the County Road Allowance between the lands legally described as RL-10-58-17-W4 and SW-10-58-17-W4 which runs through Métis Crossing’s proposed bison paddocks, to a future Council Meeting for discussion in respect to Policy Statement No. 03-44: Roadway License Agreement.”</li> </ul> <p><b><u>May 28, 2020 – Smoky Lake County Council Meeting</u></b></p> <ul style="list-style-type: none"> <li>Audrey Poitras and Len Hrehorets (Lonesome Pine Cattle Co. Ltd.) appeared before Council as a delegation to speak about their request to have said road allowance closed.</li> <li><b>Motion 794-20:</b> “That Smoky Lake County defer Bylaw No. 1380-20: Road Closure of Undeveloped Government Road Allowance: East side of River Lot 10 (Victoria Settlement), containing 2.51 hectares (6.21 acres) more or less, for the purpose of closing to public travel and disposing of, portions of a public highway in accordance with section 22 of the Municipal Government Act, Chapter m-26, Revised Statutes of Alberta 2000, as amended; and, bring forward Smoky Lake County Policy Statement No. 03-44-02: Roadway License Agreement, to the next scheduled Policy Committee Meeting.”</li> </ul> <p><b><u>June 3, 2020 – Smoky Lake County Policy Committee Meeting</u></b></p> <ul style="list-style-type: none"> <li>Administration proposed changes to Policy No. 03-16: <i>Road Closure or Cancellation</i> to allow for applicants to defer the requirement to provide a Plan of Survey or a Descriptive Plan of the proposed closure area until after First Reading and prior to a Public Hearing being held.</li> </ul> <p><b><u>June 25, 2020 – Smoky Lake County Council Meeting</u></b></p> <ul style="list-style-type: none"> <li>Proposed changes to Policy No. 03-16: <i>Road Closure or Cancellation</i> were adopted by Council.</li> <li><b>Motion 891-20:</b> “That Smoky Lake County Council Bylaw No. 1380-20 for the Road Closure of Undeveloped Government Road Allowance: East side of River Lot 10 (Victoria Settlement), containing 2.51 hectares (6.21 acres) more or less, for the purpose of closing to public travel and disposing of, portions of a public highway in accordance with section 22 of the Municipal Government Act, Chapter m-26, Revised Statutes of Alberta 2000, as</li> </ul>			

amended, be given FIRST READING; and schedule a Public Hearing for a future County Council Meeting, subject to approval through ministerial order."

- **NOTE:** After contacting a surveyor, the total proposed closure area has been refined and has been reduced to a total of 2.32 hectares (5.73 acres), which is reflected in proposed Bylaw 1380-20.

**September 24, 2020 – Smoky Lake County Council Meeting**

- **Motion 1162-20:** "That Smoky Lake County scheduled a Public Hearing for Thursday, October 22, 2020 at 1:00 p.m., to be held virtually, through Electronic Communication Technology as per Bylaw No. 1376-20 and in County Council Chambers to obtain public input in regard to the proposed Road Closure Bylaw No. 1380-20; and advertise the said Public Hearing as per Sections 230 and 606 of the Municipal Government Act."

**NEXT STEPS:**

1. First Reading of Bylaw 1380-20 – June 25, 2020.
2. Referral letters will be sent out to applicable agencies.
3. Public Hearing on proposed Bylaw 1380-20 (date to be determined).
4. Bylaw will be sent to Alberta Transportation for their review and signature.
5. 2<sup>nd</sup> and 3<sup>rd</sup> Reading of proposed Bylaw 1380-20.
6. File will be sent to Land Titles office for processing.

**CORRELATION TO BUSINESS (STRATEGIC) PLAN**

Nil

**LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS**

**MGA Section**

18(1) Subject to this or any other Act, a municipality has the direction, control and management of all roads within the municipality.

22(1) No road in a municipality that is subject to the direction, control and management of the municipality may be closed except by bylaw.

(2) A bylaw closing a road must be advertised.

(3) A bylaw closing a road made by the Council of a municipality that is not a city has no effect unless it is approved by the Minister of Transportation before the bylaw receives second reading.

(4) Before passing a bylaw closing a road, a person who claims to be affected prejudicially by the bylaw or that person's agent must be given an opportunity to be heard by the Council.

**When to hold public hearing**

230(1) When this or another enactment requires council to hold a public hearing on a proposed bylaw or resolution, the public hearing must be held, unless another enactment specifies otherwise,

- a) before second reading of the bylaw, or
- b) before council votes on the resolution.

(2) When this or another enactment requires a public hearing to be held on a proposed bylaw or resolution, council must

- a) give notice of the public hearing in accordance with section 606, and
- b) conduct the public hearing during a regular or special council meeting.

(3) A council may by bylaw establish procedures for public hearings.

(4) In the public hearing, council

- a) must hear any person, group of persons, or person representing them, who claims to be affected by the proposed bylaw or resolution and who has complied with the procedures outlined by the council, and
- b) may hear any other person who wishes to make representations and whom the council agrees to hear.

(5) After considering the representations made to it about a proposed bylaw or resolution at the public hearing and after considering any other matter it considers appropriate, the council may

- a) pass the bylaw or resolution,
- b) make any amendment to the bylaw or resolution it considers necessary and proceed to pass it without further advertisement or hearing, or
- c) defeat the bylaw or resolution.

(6) The minutes of the council meeting during which the public hearing is held must record the public hearing to the extent directed by the council.

**Requirements for advertising**

606(1) The requirements of this section apply when this or another enactment requires a bylaw, resolution, meeting, public hearing or something else to be advertised by a municipality, unless this or another enactment specifies otherwise.

- (2) Notice of the bylaw, resolution, meeting, public hearing or other thing must be
  - a) published at least once a week for 2 consecutive weeks in at least one newspaper or other publication circulating in the area to which the proposed bylaw, resolution, or other thing relates, or in which the meeting or hearing is to be held,
  - b) mailed or delivered to every residence in the area to which the proposed bylaw, resolution or other thing relates, or in which the meeting or hearing is to be held, or
  - c) given by a method provided for in a bylaw under section 606.1.
- (3) A notice of a proposed bylaw must be advertised under subsection (2) before second reading.
- (4) A notice of a proposed resolution must be advertised under subsection (2) before it is voted on by council.
- (5) A notice of a meeting, public hearing or other thing must be advertised under subsection (2) at least 5 days before the meeting, public hearing or thing occurs.
- (6) A notice must contain
  - a) a statement of the general purpose of the proposed bylaw, resolution, meeting, public hearing or other thing,
  - b) the address where a copy of the proposed bylaw, resolution or other thing, and any documents relating to it or to the meeting or public hearing may be inspected,
  - c) in the case of a bylaw or resolution, an outline of the procedure to be followed by anyone wishing to file a petition in respect of it, and
  - d) in the case of a meeting or public hearing, the date, time and place where it will be held.

	<ul style="list-style-type: none"> <li>• Provides certainty to Metis Crossing</li> </ul>
<b>DISADVANTAGES</b>	<ul style="list-style-type: none"> <li>• Loss of potential future connectivity between the Victoria Trail and TWP RD 582</li> </ul>
<b>ALTERNATIVES</b>	<ul style="list-style-type: none"> <li>• Take no action.</li> <li>• Make changes to the requested road closure area.</li> <li>• Consider leasing the undeveloped road allowance</li> </ul>
<b>FINANCE/BUDGET IMPLICATIONS</b>	
<b>Operating Costs:</b> _____	<b>Capital Costs:</b> _____
<b>Budget Available:</b> _____	<b>Source of Funds:</b> <u>Applicant as per policy</u>
<b>Budgeted Costs:</b> _____	<b>Unbudgeted Costs:</b> _____
<b>INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS</b>	Following First Reading of the proposed Bylaw and after a Public Hearing has been held on the proposed Bylaw and comments have been received from applicable agencies, the proposed Bylaw will be forwarded to the Minister of Transportation for approval.
<b>COMMUNICATION STRATEGY</b>	Nil.
<b>RECOMMENDATION</b>	
<p><b>That Smoky Lake County Council instruct administration to submit proposed Bylaw No. 1380-20 for the Road Closure of Undeveloped Government Road Allowance: East side of River Lot 10 (Victoria Settlement), containing 2.32 hectares (5.73 acres) more or less, for the purpose of closing to public travel and disposing of, portions of a public highway in accordance with section 22 of the Municipal Government Act, to the Minister of Transportation for approval prior to considering Second and Third Readings.</b></p>	
<b>CHIEF ADMINISTRATIVE OFFICER</b>	<i>[Signature]</i> for CAO



An Affiliate of the Métis Nation of Alberta  
Box 548 17339 Victoria Trail  
Smoky Lake, AB T0A 3C0  
1-780-656-2229  
metiscrossing@metis.org  
metiscrossing.org

April 27, 2020

Smoky Lake County Council  
4612 McDougall Drive, Box 310  
Smoky Lake, AB T0A 3C0  
Email: jruegg@smokylakecounty.ca

**RE: Request for land transfer of the County road allowance on east side of River lot 10**

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To the Smoky Lake Council,

As Métis Crossing continues to grow, we continue to add more elements to our attraction with a particular focus on sharing our Métis culture with all people. Historically, the *Laws of the Buffalo Hunt*, are the foundation of our governance structure. Bison are a key element of our history. To be able to share this story in a very experiential way, we have been working on a partnership with Lonesome Pine Cattle Company, to have their bison on our property and to develop bison tours.

We anticipate that this bison tour will be a major part of our international draw. It would contribute significantly to advancing the goals of the Victoria District Economic Development Strategy.

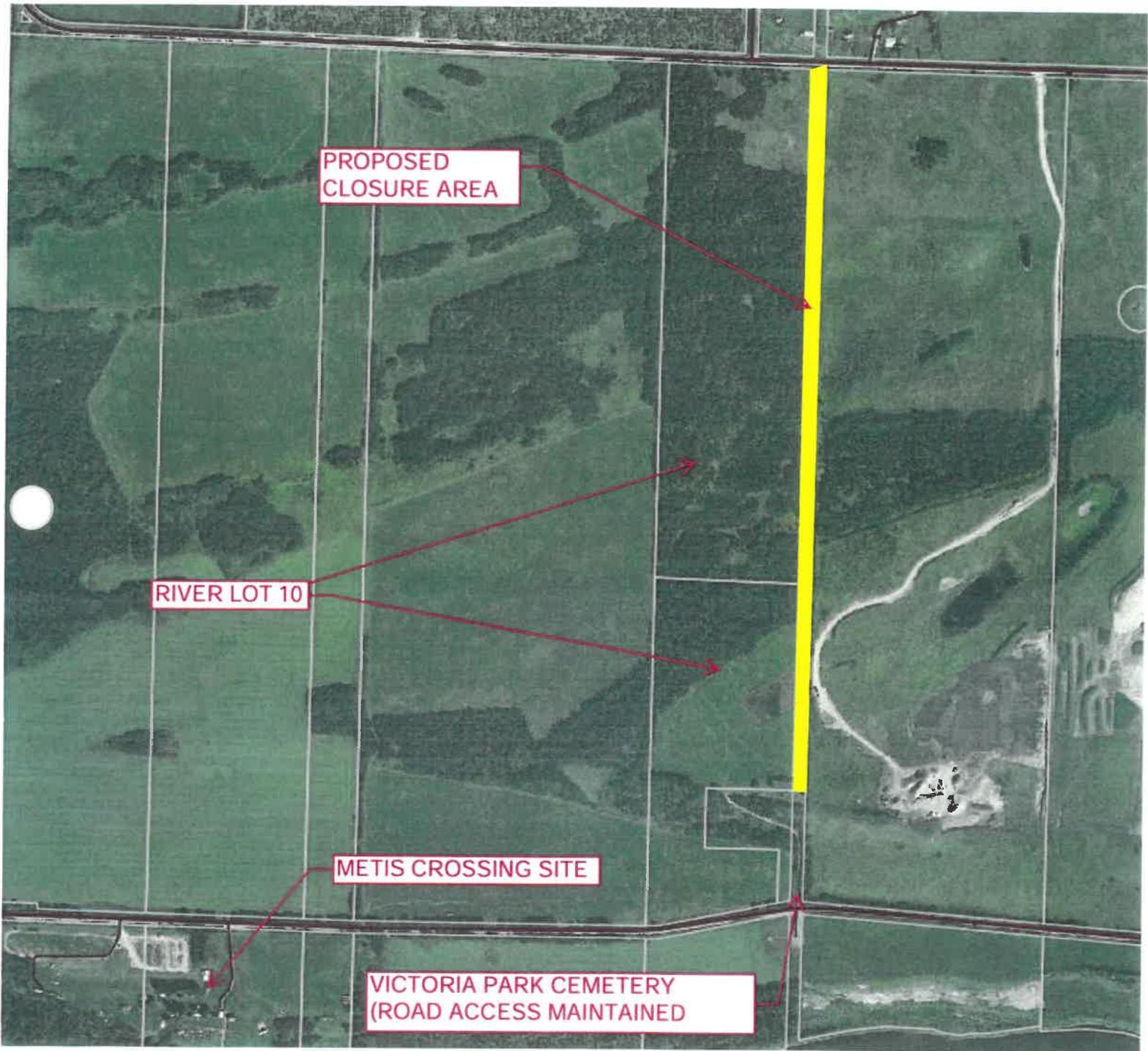
I have attached a DRAFT of our updated site masterplan. You will notice that the bison paddocks radiate from a bison handling centre on Riverlot 12 eastward across Riverlots 11, 10, to Lonesome Pine property on Riverlots 9 and 8. Within this boundary there is also a County road allowance.

From our understanding, there are no plans from the County to build a road on this land. We are respectfully requesting the transfer of this land to Métis Crossing Ltd.. This transfer would enable the development of our bison paddocks and continued international draw.

Please contact our Executive Director, Juanita Marois ([jmarois@metis.org](mailto:jmarois@metis.org)) with any questions.

Best Regards,

Audrey Poitras  
President  
Métis Crossing







## SMOKY LAKE COUNTY

<b>Title:</b> Road Closure or Cancellation	<b>Policy No.:</b> 16-04
<b>Section:</b> 03	<b>Code:</b>
<b>Page No.:</b> 1 of 11	

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<b>Legislation Reference:</b>	Alberta Provincial Statutes
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<b>Purpose:</b>	To provide a process to close a Government Road Allowance, or cancel a surveyed Road Plan.
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### Policy Statement and Guidelines:

#### 1. DEFINITIONS

##### 1.1 Government Road Allowance – 66 feet wide

- 1.1.1 in a north-south direction, with one mile between each column of sections east to west, commencing on the eastern range boundary. Also known as Range Roads.
- 1.1.2 in an east-west direction, two miles between each 2<sup>nd</sup> row of sections south to north, commencing on the southern township boundary. Also known as Township Roads.

##### 1.2 Road Plan – Surveyed areas acquired for public purposes such as new roads, road widening, diversion and drainage ditches which are undertaken by the municipality under the authority of the *Municipal Government Act*.

When a municipality or the Crown acquires land for a road or other public work by an agreement with the owner, title to the land is vested in the city, or in the case of any other municipality, the Crown in right of Alberta by filing a plan of survey at the Land Titles Office.

##### 1.3 Road – means land

- 1.3.1 shown as a road on a plan of survey that has been filed or registered in a Land Titles Office, or
- 1.3.2 used as a public road,
- 1.3.3 as or within a Government road allowance,

and includes a bridge forming part of a public road and any other structure incidental to a public road.

#### 2. TEMPORARY ROAD CLOSURE

- 2.1 Council, may by resolution or a Designated Officer if authorized by Council resolution, temporarily close the whole or a part of a road at any time that a construction or maintenance project on or adjacent to the road may create a hazard.

<b>Title: Road Closure or Cancellation</b>		<b>Policy No.: 16-04</b>
<b>Section: 03</b>	<b>Code:</b>	<b>Page No.: 2 of 11</b>

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3. **PERMANENT ROAD CLOSURE / CANCELLATION BY RESOLUTION –  
*Municipal Government Act, Section 24***

Council, may by resolution, with the approval of the Minister of Transportation, close the whole or any part of a Road described in a surveyed Road Plan that the Council determines is no longer required for use by the travelling public owing to the existence of an alternative route.

**PROCEDURE**

- 3.1 A Landowner may request the County to consider cancellation of the whole or any part of an undeveloped Road Plan or the County may initiate the action.
- 3.2 A Request for Decision (*as per Policy Statement No. 01-27: Request For Decision*) shall be presented to Council for consideration for Road Closure by Resolution, see attached *Schedule "A": Sample Resolution*.
- 3.3 The road is usually returned to the title from which it was excepted (i.e. the ¼ section). Consolidation with the adjacent land parcels may require a Descriptive Plan or a Plan of Survey. When using a Descriptive Plan, Land Titles should be consulted to ensure that the description is suitable for registration.
- 3.4 No advertising is necessary, but an agreement or consent must be obtained from the landowner(s) affected. If there is more than one adjacent owner, direction from the municipality as to the disposition of the Road shall be provided to affected landowners, and consent from all affected landowners is required, see attached *Schedule "B": Sample Resolution Letter & Consent*.
- 3.5 The municipality is responsible for ensuring that all third party interests and the interests of anyone who might be adversely affected are protected.

A letter, as per *Schedule "C": Sample Letter of Referral* shall be sent to the following Referral Agencies, as per *Schedule "F": Referral List*:

- 3.5.1 Telecommunication providers (Telus).
- 3.5.2 Power Authority (ATCO).
- 3.5.3 The owner/operator of any pipeline or right-of-way which crosses the subject closure area.

<b>Title: Road Closure or Cancellation</b>		<b>Policy No.: 16-04</b>
<b>Section: 03</b>	<b>Code:</b>	<b>Page No.: 3 of 11</b>

E

**Policy Statement and Guidelines:**

- 3.6 If easements or conditions are required by any of the Referral Agencies, the County must attach the proper documentation to accompany the Resolution when submitting it to Alberta Transportation for approval. Easements are granted by the “**Minister of Transportation**”.
- 3.7 The complete package to be sent to Alberta Transportation shall include:
- 3.7.1 Original or certified copy of the Resolution;
- 3.7.2 Copies of the Notices sent to all Referral Agencies;
- 3.7.3 Copies of written consent by affected Landowner(s); and
- 3.7.4 Copies of written responses from all required Referral Agencies.

And shall be sent to:

District Operations Manager, Athabasca Unit  
 Alberta Transportation  
 Unit #2, Jewell Building  
 3603 – 53 Street  
 Athabasca, Alberta T9S 1A9

- 3.8 Alberta Transportation will prepare the documentation (Notification to Registrar) to transfer the Road to the appropriate adjacent landowner(s).

**4. PERMANENT ROAD CLOSURE / CANCELLATION BY BYLAW: *Municipal Government Act, Section 22***

Council, may by Bylaw, with the approval of the Minister of Transportation, close the whole or any part of a Government Road Allowance (or a surveyed Road Plan, when preferred).

**PROCEDURE**

- 4.1 Prior to First Reading of the Bylaw, the applicant shall provide a detailed sketch of the proposed closure area, which includes an approximate calculation of the area of land included in the proposed closure area. Following First Reading, and prior to a Public Hearing being held on the proposed Bylaw, the applicant shall provide a Plan of Survey or a Descriptive Plan, prepared by an Alberta Land Surveyor, showing the fully-calculated closure area. Costs of the Plan of Survey or a Descriptive Plan shall be borne solely by the applicant.
- 4.2 A Request for Decision (*as per Policy Statement No. 01-27: Request For Decision*) shall be presented to Council for consideration for Road Closure by Bylaw, see attached *Schedule “D”: Sample Bylaw*. Council must give First Reading to the Bylaw prior to a Public Hearing and prior to submitting it to Alberta Transportation for approval.

<b>Title: Road Closure or Cancellation</b>		<b>Policy No.: 16-04</b>
<b>Section: 03</b>	<b>Code:</b>	<b>Page No.: 4 of 11</b>

E

**Policy Statement and Guidelines:**

- 4.3 Following First Reading of the Road Closure Bylaw, advertisement requirements, *as per Municipal Government Act - Section 606*, for a Public Hearing must be followed, including the time and place for a Public Hearing, (*as per Policy Statement No. 01-06: Public Hearing Procedures*).
- 4.4 The Bylaw and advertising must state the ultimate purpose of the closure (i.e., to public travel only, for lease or for creation of a title), see attached *Schedule "E": Sample Advertisement*.
- 4.5 If objections are raised, either in writing or at the Public Hearing, Council should determine whether the objections are valid and whether they wish to continue in spite of the objections. If continuing, the rationale for the closure/cancellation must be made clear in the covering letter to Alberta Transportation.
- 4.6 The municipality is responsible for ensuring that all third parties interests and the interests of anyone who might be adversely affected are protected.
- A letter, as per *Schedule "C": Sample Letter of Referral*, shall be sent to the following Referral Agencies, as per *Schedule "F": Referral List*:
- 4.6.1 Telecommunication providers (Telus);
  - 4.6.2 Power Authority (ATCO);
  - 4.6.3 Public Lands, Alberta Sustainable Resources, if a Government Road Allowance is for sale, or if adjacent to Crown Lands or a water body; and
  - 4.6.4 Rural Utilities Branch, Alberta Agriculture and Rural Development; and
  - 4.5.5 The owner/operator of any pipeline or right-of-way which crosses the subject closure area.
- 4.7 If easements or conditions are required by any of the Referral Agencies, the County must attach the proper documentation to accompany the Resolution when submitting it to Alberta Transportation for approval. Easements are granted by the "**Minister of Transportation**".

<b>Title: Road Closure or Cancellation</b>		<b>Policy No.: 16-04</b>
<b>Section: 03</b>	<b>Code:</b>	<b>Page No.: 5 of 11</b>

E

**Policy Statement and Guidelines:**

- 4.8 The complete package to be sent to Alberta Transportation shall include:
- 4.8.1 Original or certified copy of the Bylaw (after First Reading).
  - 4.8.2 Copies of the Notices sent to all Referral Agencies.
  - 4.8.3 Copy of the Notice published in the local newspaper.
  - 4.8.4 Copies of written consent by affected Landowner(s).
  - 4.8.5 Copies of written responses from all required interested parties.
  - 4.8.6 Copy of the meeting minutes when the Bylaw received First Reading.

And shall be sent to:

District Operations Manager, Athabasca Unit  
 Alberta Transportation  
 Unit #2, Jewell Building,  
 3603 – 53 Street  
 Athabasca, Alberta T9S 1A9

- 4.9 Alberta Transportation will review the package and if approved, the Minister of Transportation will sign the Original Bylaw and return to the Municipality.
- 4.10 The Bylaw may then be presented to Council for consideration of Second and Third Readings. Second and Third Readings must be done within two years of First Reading.
- 4.11 Once given Third and Final Reading, a duplicate original or certified copy of the Bylaw is to be sent to Alberta Land Titles for registration.
- 4.12 Upon acceptance of the Road Closure Bylaw, Alberta Land Titles will issue a new Certificate of Title for the subject parcel of land, in the name of Smoky Lake County.
- 4.13 The County may consolidate the parcel of land with an adjacent parcel of land upon a Transfer of Title and Consolidation or Separation of Titles being submitted to Alberta Land Titles.

	<i>Date</i>	<i>Resolution Number</i>
<b>Approved</b>	<b>June 3, 1985</b>	<b># 590 - Page # 4944</b>
<b>Amended</b>	<b>June 16, 2005</b>	<b># 479 - Page # 7960</b>
<b>Amended</b>	<b>November 25, 2010</b>	<b>#111-10 - Page # 9535</b>
<b>Amended</b>	<b>June 25, 2020</b>	

Section 3

Policy 16-04



## Schedule "A" Sample Resolution

Date: \_\_\_\_\_ Resolution Number: \_\_\_\_\_

**WHEREAS**, Smoky Lake County requires a resolution for the purpose of closing to public travel and canceling a public highway in accordance with Section 24, of the *Municipal Government Act*, Chapter M26 Revised Statutes of Alberta, 2000, as amended; and

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

**NOW THEREFORE BE IT RESOLVED** that the Council of Smoky Lake County does hereby close the following described road, subject to rights of access granted by other legislation.

Road Plan \_\_\_\_\_, within the land(s) legally described as:

\_\_\_\_\_

Excepting Thereout All Mines and Minerals.

\_\_\_\_\_  
Chief Elected Official

- SEAL -

\_\_\_\_\_  
Chief Administrative Officer

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Minister of Transportation

Section 3

Policy 16-04



## Schedule "B" Sample Resolution Letter and Consent

Date:

Name

Address

Town, Alberta Postal Code

To Whom It May Concern:

**RE: Proposed Road Plan Cancellation**  
**Road Plan XXXXX in XX XX-XX-XX W4**

Enclosed is a copy of the above mentioned Road Plan that is located on land registered in your name. Please be advised that Smoky Lake County proposes to cancel this Road Plan and that all lands from the cancelled road will revert to the Title from which it was exempted.

In order to proceed with the Road Plan cancellation, it is necessary for you to indicate your consent of the cancellation by signing and returning the duplicate of this letter.

Yours truly,

Chief Administrative Officer

\*\*\*\*\*

I, \_\_\_\_\_, landowner of \_\_\_\_\_,  
Name Section Township Range Median

hereby certify that I have no objections to the cancellation of Road Plan \_\_\_\_\_,

within the \_\_\_\_\_ W4.  
Section Township Range Median

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Section 3

Policy 16-04



## Schedule "C" Sample Letter of Referral

Date:

Name  
Address  
Town, Alberta Postal Code

To Whom It May Concern:

**RE: Proposed Road Cancellation and Closure**

On behalf of Smoky Lake County, this letter serves as notification that "Smoky Lake County" intends to close to public travel and cancel a portion of public highway or roadway in accordance with Section 22 or 24 of the *Municipal Government Act*, M26, Revised Statutes 2000, and amendments thereto.

**To be Cancelled:** Road Plan \_\_\_\_\_, in the \_\_\_\_\_, as shown on the enclosed sketch.

If an easement is required to protect your interests within this road closure, please advise us. **Alberta Transportation** will be the **GRANTOR** for all easements. They will be registered at the Land Titles Office in conjunction with the other Road Closure documents.

Please return the following to our office by \_\_\_\_\_, 20\_\_:

- o Three fully executed easement documents by your company. These documents will be forwarded to Alberta Transportation for final execution.
- o This letter signed, which shall grant approval of the Road Closure and Cancellation.

If you have any concerns or require any further information, please contact the undersigned.

Sincerely,

Enclosure(s)

<p>APPROVAL GRANTED (Utility Company)</p> <hr/> <p>Signature</p> <hr/> <p>Print Name</p> <hr/> <p>Date</p>
--

Section 3

Policy 16-04



### Schedule "D" Sample Bylaw

A BYLAW OF THE SMOKY LAKE COUNTY IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF CLOSING PUBLIC TRAVEL AND (*choose which one applies and insert: "creating title to", "disposing of" or "leasing of"*) PORTIONS OF A PUBLIC ROAD IN ACCORDANCE WITH SECTION 22 OF THE *MUNICIPAL GOVERNMENT ACT*, CHAPTER M26, REVISED STATUTES OF ALBERTA, 2000, AS AMENDED.

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

**WHEREAS**, a request has been made to Council to have the road closed, and

**WHEREAS**, the Council of Smoky Lake County deems it expedient to provide for a bylaw for the purpose of closing to public travel certain roads, or portions thereof, situated in the said municipality, and thereafter disposing of same, and

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

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

**NOW THEREFORE BE IT RESOLVED** that the Council of Smoky Lake County in the Province of Alberta does hereby close to public travel for the purpose of (*choose which one applies and insert: "creating title to", "disposing of" or "leasing of"*) the following described roads, subject to rights of access granted by other legislation:

(insert proper description)

**Excepting thereout all mines and minerals**

Received first reading this \_\_\_\_\_ day of \_\_\_\_\_, 2\_\_\_\_\_.

\_\_\_\_\_  
Chief Elected Official

- SEAL -

\_\_\_\_\_  
Chief Administrative Officer

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2\_\_\_\_\_.

\_\_\_\_\_  
Minister of Transportation

Received second reading this \_\_\_\_\_ day of \_\_\_\_\_, 2\_\_\_\_\_.

- SEAL -

Received third reading this \_\_\_\_\_ day of \_\_\_\_\_, 2\_\_\_\_\_.

Section 3

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**Schedule "E"**  
**Sample Advertisement**

**SMOKY LAKE COUNTY**

**BYLAW No. 1200-09: PUBLIC HEARING**

The purpose of **Bylaw No. 1200-09** is to close to public travel for the purpose of disposing of and consolidating the unused portion of road registered as

**Road Plan 2463BM within  
 SE 02-58-13 W4  
 Excepting thereout all mines and minerals**

**AREA AFFECTED:**

**SE 02-58-13 W4 – 2.56 acres (1.036 hectare)**

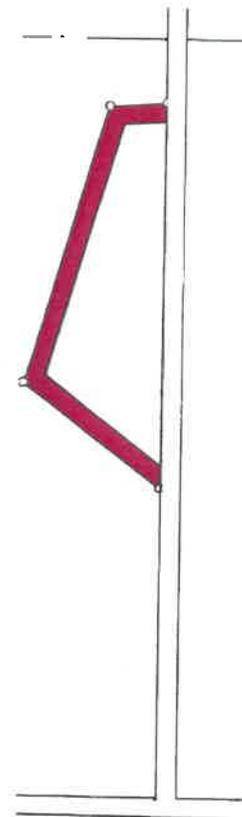
Copy of **Bylaw No. 1200-09** is available at the County Administration Office in Smoky Lake, during regular business hours, for inspection at the following address:

**Smoky Lake County Office  
 4612 McDougall Drive (Box 310)  
 Smoky Lake, Alberta T0A 3C0**

Any person wishing to file a letter or comment on the proposed Bylaw is welcome to submit written correspondence prior to the Public Hearing or appear in person at the Public Hearing.

A **Public Hearing** has been scheduled for **October 29, 2009** at 1:00 P.M., in the **County Council Chambers**, Smoky Lake, to provide the public with the opportunity to comment on **Bylaw 1200-09** prior to its proposed adoption.

Cory Ollikka  
 Chief Administrative Officer



## Section 3

## Policy 16-04



## Schedule "F" Referral List

<b>Telus Communications</b> Engineering OPS – Right of Ways 16 <sup>th</sup> Floor, 10020 – 100 Street Edmonton, Alberta T5J 0N5	ATTENTION: Cindy Sparks Real Estate Agreements Assistant III Phone: (780) 493-4619 Phone: (780) 425-0843
<b>ATCO Electric</b> Land & Properties Acquisition 12 <sup>th</sup> Floor, 10035 – 105 Street Edmonton, Alberta T5J 2V6	ATTENTION: Andy Sharun  Phone: (780) 420-3748 Phone: (780) 420-5410
<b>If affecting a water body or adjacent to Crown Land</b>	
<b>Alberta Sustainable Resources</b> Public Lands Division Roadway and Reservation Program 5 <sup>th</sup> Floor, 9915 – 108 Street South Petroleum Plaza Edmonton, Alberta T5K 2G8	 Phone: (780) 427-3570 Fax: (780) 422-3120
<b>Only if selling a Government Road Allowance:</b>	
<b>Alberta Sustainable Resource Development</b> Technical and Logistics Unit 3 <sup>rd</sup> Floor, 9915 – 108 Street Edmonton, Alberta T5K 2G8	ATTENTION: Bev Cormack  Phone: (780) 422-4737 Phone: (780) 422-4251
<b>NOTE:</b> Because most Municipalities have a three month termination clause in their lease agreements, Alberta Environment and Pipeline Companies in the area do not need to be notified of <b>leases</b> on Statutory Road Allowances.	



**SMOKY LAKE COUNTY  
IN THE PROVINCE OF ALBERTA  
BYLAW NO. 1380-20**

**A BYLAW OF SMOKY LAKE COUNTY IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF CLOSING TO PUBLIC TRAVEL AND DISPOSING OF, PORTIONS OF A PUBLIC HIGHWAY IN ACCORDANCE WITH SECTION 22 OF THE MUNICIPAL GOVERNMENT ACT, CHAPTER M-26, REVISED STATUTES OF ALBERTA 2000, AS AMENDED.**

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

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

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

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

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

**NOW THEREFORE BE IT RESOLVED** that the Council of Smoky Lake County in the Province of Alberta does hereby close to public travel, dispose of and consolidate within the lands legally described as all that portion of river lot ten (10) in Victoria settlement which lies south of a line drawn parallel with and twenty six hundred and ninety nine and four tenths (2699.4) feet perpendicularly distant southerly from the north boundary of the said lot and north of the public road sixty six (66) feet in width crossing the said lot, all as shown on a plan of survey of the said settlement, signed at Ottawa on the 26th day of April, A.D. 1897, containing twenty eight and forty five hundredths (28.45) acres more or less excepting thereout: three and seventy hundredths (3.70) acres more or less, described as follows commencing at a point of intersection of the east boundary of the said lot and the north limit of the said road, thence northerly along the said east boundary five hundred and eighty two (582) feet thence westerly and at right angles to the said east boundary four hundred and fifty five (455) feet, thence southerly and parallel to the said east boundary three hundred and fifteen (315) feet, thence easterly and at right angles to the said east boundary three hundred and eighty nine (389) feet, thence southerly and parallel to the said east boundary to the north limit of the said road, thence easterly along the said north limit to the point of commencement,

the following described road, subject to rights of access granted by other legislation:

**MERIDIAN 4 RANGE 17 TOWNSHIP 58**

**ALL THAT PORTION OF THE ORIGINAL GOVERNMENT ROAD ALLOWANCE ADJOINING THE EAST BOUNDARY OF RIVER LOT 10, VICTORIA SETTLEMENT, LYING NORTH OF A LINE PERPENDICULAR TO THE EAST BOUNDARY OF RIVER LOT 10 AND 177.39 METRES (582 FEET) NORTH FROM THE POINT OF INTERSECTION OF THE SAID EAST BOUNDARY WITH THE NORTH LIMIT OF ROAD CROSSING THE SAID LOT CONTAINING 2.32 HECTARES (5.73 ACRES) MORE OR LESS, EXCEPTING THEREOUT ALL MINES AND MINERALS**

Bylaw 1380-20: Road Closure – Undeveloped Government Road Allowance; East Side of River Lot 10 (Victoria Settlement)



Received first reading this 25<sup>h</sup> day of JUNE, 2020.

\_\_\_\_\_  
Reeve  
Seal  
\_\_\_\_\_  
Chief Administrative Officer

Received SECOND READING this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

Received THIRD READING and finally passed this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Reeve  
Seal  
\_\_\_\_\_  
Chief Administrative Officer



<b>REQUEST FOR DECISION</b>		<b>DATE</b>	October 22, 2020	<b>4.7</b>
<b>TOPIC</b>	<b>Request to Purchase County Owned Land – Pt. SW-6-59-15-W4M (0.44 acres)</b>			
<b>PROPOSAL</b>	<p>An expression of interest form was received from Peter Bubula, Property Agent, Properties Division – Realty Services Branch, Alberta Infrastructure, on October 13, 2020, to purchase the lands legally described as Pt. SW-6-59-15-W4M. Alberta Infrastructure intends to replace the existing wet well that supplies the Smoky Lake Tree Nursery with water with an upgraded wet well. The Province owns land adjacent to the west and east sides of the property in question and would like to consolidate the land together to facilitate the proposed wet well development.</p> <p>© <b>Attachment 1</b></p>			
<b>BACKGROUND</b>	<p>In accordance with Policy 61-10-01: <i>Disposition of County Owned Property</i>, the Planning and Development Manager circulated this request internally to all Managers and Senior Administration on October 14, 2020. Comments received from the other departments are attached. © <b>Attachment 2</b></p> <p>Attached is Policy 61-10-01: <i>Disposition of County Owned Property</i> for reference. © <b>Attachment 3</b></p> <p>A copy of the Certificate of Title is attached for reference. © <b>Attachment 4</b></p> <p>A General Location Map is attached for reference. © <b>Attachment 5</b></p> <p>Pictures of the property and existing infrastructure are attached for reference © <b>Attachment 6</b></p> <p>The zoning of the property is Agriculture District under Smoky Lake County Land Use Bylaw 1272-14 (AG). © <b>Attachment 7</b></p>			
<b>CORRELATION TO BUSINESS (STRATEGIC) PLAN</b>				
Nil.				
<b>LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS</b>	<p><b><u>MGA Sections</u></b></p> <p><b><u>Section 70: Disposal of land</u></b></p> <p>(1) If a municipality proposes to transfer or grant an estate or interest in</p> <ul style="list-style-type: none"> <li>(a) land for less than its market value, or</li> <li>(b) a public park or recreation or exhibition grounds, the proposal must be advertised.</li> </ul> <p>(2) The proposal does not have to be advertised if the estate or interest is</p> <ul style="list-style-type: none"> <li>(a) to be used for the purposes of supplying a public utility,</li> <li>(b) transferred or granted under Division 8 of Part 10 before the period of redemption under that Division, or</li> <li>(c) to be used by a non-profit organization as defined in Section 241(f).</li> </ul> <p><b><u>Section 419: Reserve bid and conditions of sale</u></b></p> <p>The council must set</p> <ul style="list-style-type: none"> <li>(a) for each parcel of land to be offered for sale at a <i>public auction</i>, a reserve bid that is as close as reasonably possible to the market value of the parcel, and</li> <li>(c) any conditions that apply to the sale.</li> </ul> <p><b><u>Section 425: Right to dispose of parcel</u></b></p>			

- (1) A municipality that becomes the owner of a parcel of land pursuant to section 424 may dispose of the parcel
- (a) by selling it at a price that is as close as reasonably possible the market value of the parcel, or
  - (b) by depositing in the account referred to in section 427(1)(a) an amount of money equal to the price at which the municipality would be willing to sell the parcel under clause (a)

(2) The municipality may grant a lease, license or permit in respect to the parcel.

(3) Repealed 1995 c24 s65.

(4) If a parcel of land is disposed of under subsection (1), the municipality must request the Registrar to delete the words "Tax Forfeiture" from the certificate of title issued in the name of the municipality for that parcel.

**Section 427: Separate account for sale proceeds**

(1) The money paid for a parcel of land at a public auction or pursuant to section 425

- (a) must be deposited by the municipality in an account that is established solely for the purpose of depositing money from the sale or disposition of land under this Division, and
- (b) must be paid out in accordance with this section and section 428.

(2) The following must be paid first and in the following order:

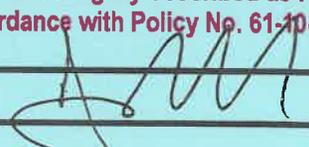
- (a) any remedial costs relating to the parcel;
  - (a.1) the tax arrears in respect of the parcel;
  - (b) any lawful expenses of the municipality in respect of the parcel;
  - (c) any expenses owing to the Crown that have been charged against the parcel of land under section 553;
  - (d) an administration fee of 5% of the amount paid for the parcel, payable to the municipality.

(3) If there is any money remaining after payment of the tax arrears and costs listed in subsection (2), the municipality must notify the previous owner that there is money remaining.

(3.1) Subject to subsection (3.3), if the municipality is satisfied that there are no debts that are secured by an encumbrance on the certificate of title for the parcel of land, the municipality may pay the money remaining to the previous owner.

(3.2) If the municipality is not satisfied that there are not debts that are secured by an encumbrance on the certificate of title for the parcel of land, the municipality must notify the previous owner that an application has been made under section 428(1) to recover all or part of the money.

(3.3) For the purpose of this Division, "previous owner" includes the Crown in right of Alberta if the municipality has been notified by the

		<p>Minister responsible for the <i>Unclaimed Personal Property and Vested Property Act</i> that the land has vested in the Crown, and any money remaining after payment of the tax arrears and costs set out in subsection (2) must be paid to the Minister responsible for the <i>Unclaimed Personal Property and Vested Property Act</i>.</p> <p>(4) Money paid to a municipality under a lease, license or permit granted under section 425(2) must be placed in the account referred to in subsection (1) and distributed in accordance with this section and section 428.</p> <p><b>Section 428: Distribution of surplus sale proceeds</b></p> <p>(1) A person may apply to the Court of Queen's Bench for an order declaring that the person is entitled to a part of the money in the account referred to in section 427(1).</p> <p>(2) An application under this section must be made within 10 years after</p> <p>(a) the date of the public auction, if the parcel was sold at a public auction, or</p> <p>(b) the date of a sale under section 425, if the parcel was sold at a sale under that section.</p> <p>(3) The Court must decide if notice must be given to any person other than the applicant and in that event the hearing must be adjourned to allow notice to be given.</p> <p>(4) In making an order, the Court must have regard to the priorities in which sale proceeds are distributed in a foreclosure action.</p>	
<b>BENEFITS</b>	County will: <ul style="list-style-type: none"> <li>assist Alberta Infrastructure with its proposed capital project which will benefit the Smoky Lake Tree Nursery's operations;</li> <li>dispose of land not required for municipal use; and</li> <li>eliminate public liability on the land.</li> </ul>		
<b>DISADVANTAGES</b>	Nil.		
<b>ALTERNATIVES</b>	<ul style="list-style-type: none"> <li>Council may choose not to sell the property in question and decline the expression of interest to purchase the property.</li> </ul>		
<b>FINANCE/BUDGET IMPLICATIONS</b>			
<b>Operating Costs:</b>	<u>Advertising Costs</u>	<b>\$1000.00</b>	<b>Capital Costs:</b>
<b>Budget Available:</b>	_____		<b>Source of Funds:</b> _____
<b>Budgeted Costs:</b>	_____		<b>Unbudgeted Costs:</b> _____
<b>INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS</b>	Nil.		
<b>COMMUNICATION STRATEGY</b>	If Council decides to consider the request to purchase the lands in question, the Planning and Development Manager will advertise the County's intent to sell the lands in the local newspapers, and on the County's website, for two consecutive weeks.		
<b>RECOMMENDATION</b>			
<p><b>Recommendation:</b>          That Smoky Lake County proceed with advertising the lands legally described as Pt. SW-6-59-15-W4M, Roll # 15590622, for two (2) consecutive weeks in accordance with Policy No. 61-10-01:  <b>Disposition of County Owned Property.</b></p>			
<b>CHIEF ADMINISTRATIVE OFFICER</b>			

**SCHEDULE A – EXPRESSION OF INTEREST FORM**

**ATTENTION: PLANNING AND DEVELOPMENT MANAGER  
EXPRESSION OF INTEREST  
TO PURCHASE PROPERTY FROM SMOKY LAKE COUNTY**

The information below is not an offer or a contract and does not constitute an interest in land. The purpose of this Expression of Interest is to provide information regarding a desire to purchase property owned by Smoky Lake County prior to negotiation of a formal agreement of purchase and sale. The completion and submission of the Expression of Interest in no way obligates the applicant to purchase the property in question and is not in any way binding upon Smoky Lake County. The Expression of Interest is for information purposes only.

Expressions of Interest will not be reviewed until after any stated deadline date. Where no deadline date is stated, expressions of Interest will be reviewed as received. Smoky Lake County reserves the right to negotiate with only those parties that Smoky Lake County so determines in its sole discretion.

**Contact information**

*Required fields marked with asterisk (\*)*

Date*	October 13, 2020
Interested Purchaser's Name*	Alberta Infrastructure
Organization (if applicable)	Government of Alberta
Phone Number*	780-643-0874
E-mail address	peter.bubula@gov.ab.ca
Mailing Address*	3rd Floor, Infrastructure Building 6950-113 Street, Edmonton, Alberta T6H 5V7

Section 61

Policy 10-01

Description of proposed development, including specific uses anticipated for the site (for information purposes only):

Infrastructure needs to acquire approximately 0.44 acres of land to enable the development of an approved wetwell capital project at the Alberta Tree Improvement and Seed Centre (ATISC). Part of the existing wetwell facility is located on Smoky Lake County land. Acquiring the County land will result in Infrastructure having consolidated ownership of the entire wetwell facility.

Realtor Name and Address (if applicable): N/A

**Legal Description of property requesting to purchase**

Lot:		Block:		Plan:	
Pt. SW	Sec. 6	Township 59	Range 15	W4M	
Size: 0.44 acres		Location/Area:			

**What sale price are you prepared to pay?**

Sale Price	\$ TBD by an appraisal of the property (Please indicate specific dollar amount)
Deposit (to be submitted with this form)	\$200.00 Alberta Infrastructure would like to ask for the deposit to be waived due to number of steps and amount of time
Total Price (before GST)	\$ required in order to get a cheque requisitioned.
GST (on sale price and deposit)	\$
Balance Due at Closing	\$

**Closing Date**

What is your preferred date to complete the transaction, take possession and have any adjustments made?

YYYY: 2020 MM: 12 DD: 20

This information is collected under the authority of section 33 (c) of the *Freedom of Information and Protection of Privacy Act* and for the purpose of property sale transactions with Smoky Lake County. It is protected by the privacy provisions of the *Freedom of Information Act*.

**Jordan Ruegg**

---

**From:** Carleigh McMullin  
**Sent:** October 14, 2020 10:08 AM  
**To:** Jordan Ruegg; managers  
**Cc:** Gene Sobolewski; Lydia Cielin; Kyle Schole  
**Subject:** RE: Expression of Interest to Purchase County-Owned Property - Pt. SW-6-59-15-W4M

Good Morning Jordan,

I have no concerns with the purchase.

Thanks,



**Carleigh McMullin**  
Agricultural Fieldman  
p:780-656-3730 or toll free 1-888-656-3730  
c:780-650-5409  
4612 - McDougall Drive, PO Box 310  
Smoky Lake, Alberta, T0A 3C0

ᑭᑭᑭᑭᑭᑭ ᑭᑭᑭᑭᑭᑭ (kaskapatau sakahigan / Smoky Lake) on Treaty 6 Territory

This communication is for use by the intended recipient and contains information that may be privileged, confidential or copyrighted under applicable law. If you are not the intended recipient, you are hereby formally notified that any use, copying or distribution of this e-mail, in whole or in part, is strictly prohibited. Please notify the sender by return e-mail and delete this e-mail from your system. *Studies show that trees live longer when they are not cut down. Please do not print this email unless you really need to.*

**From:** Jordan Ruegg <jruegg@smokylakecounty.ab.ca>  
**Sent:** Wednesday, October 14, 2020 9:13 AM  
**To:** managers <managers@smokylakecounty.ab.ca>  
**Cc:** Gene Sobolewski <cao@smokylakecounty.ab.ca>; Lydia Cielin <lielin@smokylakecounty.ab.ca>; Kyle Schole <kschole@smokylakecounty.ab.ca>  
**Subject:** Expression of Interest to Purchase County-Owned Property - Pt. SW-6-59-15-W4M

Good morning everyone,

I have received an offer from Alberta Infrastructure to purchase County-owned land legally described as **Pt. SW-6-59-15-W4M (a portion of the road allowance adjoining this quarter section)** located near the tree nursery. As per *County Policy 61-10: Disposition of County-Owned Property*, I am required to circulate the Expression of Interest to Purchase to all of the managers in order to determine if the County has any future plans for the land, or if there are any issues or concerns you have regarding the proposed development of said land. Please see the attached copy of the Expression of Interest to Purchase and provide your comments to me. I'd like to take this request to Council on October 22<sup>nd</sup>, so if you could email me your comments (even if you don't have any concerns) as soon as possible I'd appreciate it.

Let me know if you have any questions.

Thanks,



**Jordan Ruegg, B.A., MPlan**  
*Planning and Development Manager*  
p:780-656-3730 or toll free 1-888-656-3730  
c:780-650-5207  
4612 - McDougall Drive, PO Box 310  
Smoky Lake, Alberta, T0A 3C0

ᑭᑭᑭᑭᑭ ᑭᑭᑭᑭᑭ (kaskapatau sakahigan / Smoky Lake) on Treaty 6 Territory

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*Studies show that trees live longer when they are not cut down. Please do not print this email unless you really need to.*

**Jordan Ruegg**

---

**From:** Dave Franchuk  
**Sent:** October 14, 2020 9:28 AM  
**To:** Jordan Ruegg; managers  
**Cc:** Gene Sobolewski; Lydia Cielin; Kyle Schole  
**Subject:** RE: Expression of Interest to Purchase County-Owned Property - Pt. SW-6-59-15-W4M

He Jordan,  
No issues here.

Cheers,



**Dave Franchuk**  
*Environmental Operations Manager*  
p:780-656-3730 or toll free 1-888-656-3730  
c:780 650-1800  
4612 - McDougall Drive, PO Box 310  
Smoky Lake, Alberta, T0A 3C0

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**Sent:** October 14, 2020 9:13 AM  
**To:** managers <managers@smokylakecounty.ab.ca>  
**Cc:** Gene Sobolewski <cao@smokylakecounty.ab.ca>; Lydia Cielin <lielin@smokylakecounty.ab.ca>; Kyle Schole <kschole@smokylakecounty.ab.ca>  
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**Jordan Ruegg**

---

**From:** Brenda Adamson  
**Sent:** October 14, 2020 9:19 AM  
**To:** Jordan Ruegg  
**Subject:** RE: Expression of Interest to Purchase County-Owned Property - Pt. SW-6-59-15-W4M

Jordan,  
I have no concerns or information to add regarding this parcel.

**Brenda Adamson, CLGM, CAMP**

Finance Manager  
Smoky Lake County  
Box 310, Smoky Lake, AB T0A 3C0  
780-656-3730

**From:** Jordan Ruegg <jruegg@smokylakecounty.ab.ca>  
**Sent:** October 14, 2020 9:13 AM  
**To:** managers <managers@smokylakecounty.ab.ca>  
**Cc:** Gene Sobolewski <cao@smokylakecounty.ab.ca>; Lydia Cielin <lielin@smokylakecounty.ab.ca>; Kyle Schole <kschole@smokylakecounty.ab.ca>  
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**Jordan Ruegg**

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**From:** Daniel Moric  
**Sent:** October 14, 2020 9:30 AM  
**To:** Jordan Ruegg; managers  
**Cc:** Gene Sobolewski; Lydia Cielin; Kyle Schole  
**Subject:** RE: Expression of Interest to Purchase County-Owned Property - Pt. SW-6-59-15-W4M

No issues from the Natural Gas Dept.

Thank you



**Daniel Moric**  
Natural Gas Manager  
Smoky Lake County Natural Gas Dept  
Office (780)656-3037  
Cell (780)656-5734

**From:** Jordan Ruegg <jruegg@smokylakecounty.ab.ca>  
**Sent:** October 14, 2020 9:13 AM  
**To:** managers <managers@smokylakecounty.ab.ca>  
**Cc:** Gene Sobolewski <cao@smokylakecounty.ab.ca>; Lydia Cielin <lcielin@smokylakecounty.ab.ca>; Kyle Schole <kschole@smokylakecounty.ab.ca>  
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**Jordan Ruegg**

---

**From:** Carole Dowhaniuk  
**Sent:** October 14, 2020 12:54 PM  
**To:** Jordan Ruegg; managers  
**Cc:** Gene Sobolewski; Lydia Cielin; Kyle Schole  
**Subject:** RE: Expression of Interest to Purchase County-Owned Property - Pt. SW-6-59-15-W4M

Good afternoon Jordan,

No Issues here as well!

**From:** Jordan Ruegg <jruegg@smokylakecounty.ab.ca>  
**Sent:** October 14, 2020 9:13 AM  
**To:** managers <managers@smokylakecounty.ab.ca>  
**Cc:** Gene Sobolewski <cao@smokylakecounty.ab.ca>; Lydia Cielin <Icielin@smokylakecounty.ab.ca>; Kyle Schole <kschole@smokylakecounty.ab.ca>  
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*Planning and Development Manager*  
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## SMOKY LAKE COUNTY



<b>Title: Disposition of County Owned Property</b>		<b>Policy No: 10-01</b>
<b>Section: 61</b>	<b>Code: P-R</b>	<b>Page No.: 1 of 14 E</b>

<b>Legislative Reference:</b>	Alberta Provincial Statutes
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<b>Purpose:</b>	To outline the procedures and requirements for disposition of County owned lands not required for present or future County operations.
-----------------	--

### Policy Statement and Guidelines:

#### 1.0 STATEMENT

Smoky Lake County owns a variety of land assets, some of which the County acquired through tax forfeiture. The County recognizes that these lands are deemed as surplus and wishes to dispose of same with a consistent and transparent process at a fair market value whenever possible.

#### 2.0 OBJECTIVE

On behalf of County Council, administration is to receive and coordinate all requests to dispose of surplus property in accordance with federal, provincial, and municipal laws.

#### 3.0 GUIDELINES

It shall be the policy of Council to consider the sale of municipally owned land when requests are received or when land is no longer required for municipal purposes.

#### 4.0 REQUEST TO PURCHASE LAND:

- 4.1 An individual wishing to purchase land owned by Smoky Lake County must complete the **Schedule A - Expression of Interest Form** in its entirety and submit a cash deposit of \$200.00.
- 4.2 Upon receipt of the "Expression of Interest", the Planning and Development Manager will:
  - 4.2.1 Circulate the legal land description to the management team to determine if the County has a potential for future use of said lands.
  - 4.2.2 Obtain a current assessed value for the said lands from the County's assessor.
  - 4.2.3 Prepare a report and recommendation to be presented to Council for consideration attaching the compiled comments from the management team.
  - 4.2.4 If County Council agrees to proceed with the sale of the said lands by resolution, an advertisement will be placed in the local newspaper for (2) two consecutive weeks.

<b>Title: Disposition of County Owned Property</b>	<b>Policy No: 10-01</b>
<b>Section: 61</b>	<b>Code: P-R</b>
	<b>Page No.: 2 of 14 E</b>

#### **Policy Statement and Guidelines:**

- 4.2.5 Develop and maintain a list of County owned lands for sale to be reviewed by County Council by December 31<sup>st</sup> of each calendar year.
- 4.2.6 The listing will be made available on Webmap and the County's website.
- 4.3 If a decision is made not to sell the land in question, the \$200.00 cash deposit shall be refunded in its entirety.
- 4.4 If the Administration advertises (sample attached as **Schedule B – Sample Advertisement For Sale of County Owned Property**) as per Council direction for the sale of the land, and if the applicant is the successful bidder or if a decision is made pursuant to Section (8) hereof to waive this policy and sell directly to the applicant, then the \$200.00 cash deposit shall be applied to the price of the land.
- 4.5 If the applicant is not the successful bidder for the land, the \$200.00 cash deposit will be returned to the applicant.
- 4.6 If the applicant is the only bidder (and the bid is accepted by County Council) for the land in question, the \$200.00 cash deposit will be applied to the price of the land.
- 4.7 Interested Purchaser(s) are responsible for obtaining the following documents: Certificate of Title, Caveats registered on the land title, Property Dimensions, Zoning, Aerial Photo, Tax Certificate at his or her own costs. Alternatively, some of this information may be obtained free of charge by accessing the County's Geographical Information Systems (GIS) on the County's website at <http://webmap.smokylakecounty.ab.ca>. This information can be obtained by an interested Purchaser prior to submitting an "Expression of Interest".

#### **5.0 REQUEST FOR PROPOSALS:**

- 5.1 Council may consider, from time to time, the sale of certain parcels of municipally owned land by way of "Request For Proposals" which shall be advertised in a local paper for a period of not less than (3) three consecutive weeks and the County's website.
- 5.2 Proposals submitted to the County for the purchase of municipally owned land may include but not be limited to the following information:
- 5.2.1 Detailed description of economic impact of the project including number of jobs created both part-time and full-time.
- 5.2.2 Detailed description of the development proposed;
- 5.2.3 Detailed plot plan showing specific location of any buildings, structures or developments (including parking area) within the site;
- 5.2.4 Schedule for the construction of all components of the proposed development;

<b>Title: Disposition of County Owned Property</b>		<b>Policy No: 10-01</b>
<b>Section: 61</b>	<b>Code: P-R</b>	<b>Page No.: 3 of 14 E</b>

**Policy Statement and Guidelines:**

- 5.2.5 Detailed description of the building design and other components such as exterior building materials, façade, signage, landscape and other aesthetics impacting on the area where the development will occur;
- 5.2.6 Amount offered for land on a per acre basis and an estimate of total value of project when complete; and,
- 5.2.7 Detailed description of economic impact of the project including number of jobs created both part-time and full-time.
- 5.3 Criteria for rating proposals shall be as follows:
  - 5.3.1 Suitability of Development Rating 20 pts.
    - 5.3.1.1 Land Use Planning compatibility
    - 5.3.1.2 Accessibility
    - 5.3.1.3 Complimentary to existing uses in the area
    - 5.3.1.4 Aesthetic impact (ie. structure, landscape, signage, etc.)
  - 5.3.2 Economic Development Rating 20 pts.
    - 5.3.2.1 Employment opportunities
    - 5.3.2.2 Tax base impact (displacement)
    - 5.3.2.3 Need for service
    - 5.3.2.4 Competitiveness to Community
  - 5.3.3 Infrastructure Benefits Rating 20 pts.
    - 5.3.3.1 Potential to improve sewer service.
    - 5.3.3.2 Potential to improve road/access service.
    - 5.3.3.3 Potential to improve other provincial or municipal services.
    - 5.3.3.4 Potential to allow for improved communication services.
  - 5.3.4 Community Benefits Rating 20 pts.
    - 5.3.4.1 Provides for needs of local residents.
    - 5.3.4.2 Reduces need to seek services outside local area.
    - 5.3.4.3 Enhances the building compliment in the area.
    - 5.3.4.4 Supports or encourages tourism.
- 5.4 Council is not bound to accept any proposal, and may accept a proposal in whole or in part.
- 5.5 The Transfer of Land will be made subject to the conditions of a land sale agreement which shall be negotiated between the developer and County Council.

<b>Title: Disposition of County Owned Property</b>		<b>Policy No: 10-01</b>
<b>Section: 61</b>	<b>Code: P-R</b>	<b>Page No.: 4 of 14 E</b>

### **Policy Statement and Guidelines:**

- 5.6 Provision for Transfer of Land back to the County based upon project timelines not being met will be considered.
- 5.7 Pursuant to the provisions of the Municipal Government Act the County must receive at least market value for land sold.

#### **Procedures for Section 5.0 – Request For Proposals**

- 5.8 All Request For Proposals for the purchase of land shall be accompanied by a cash or cheque deposit equal to ten percent (10%) of the bid price, or such other amount as the Council may have determined. Failure to enclose the required deposit will result in rejection of the bid.
- 5.9 The County reserves the right to reject any or all proposals received. Should the County decide that it is in the best interest of the County to retain the subject lands, the bidders shall have no claim against the County.
- 5.10 Only those bids received on or before the deadline date advertised for the submission of Request For Proposals will be considered by the County.
- 5.11 If a proposal is withdrawn following acceptance by the County, the accepted deposit shall be forfeited to and retained by the County as liquidated damages, with the County reserving the right to proceed against the bidder for additional expenses and damages incurred and the bidder deemed not to have been received.
- 5.12 The County accepts no responsibility for damage to the tendered land after the date of notification of acceptance of the proposals to the successful bidder.

#### **6.0 ELIGIBILITY OF PROPERTY FOR SALE**

- 6.1 Council shall investigate and verify the ownership of land before offering land for sale. Ownership will be determined by the completion of a title search by the Planning & Development Manager.
- 6.2 Council may request a valuation of the land (appraisal) to be sold at any time.
- 6.3 All sales of municipally owned land shall comply with the provisions set out in Section 70 of the Municipal Government Act and amendments thereto for the sale of municipal land.

#### **7.0 TERMS OF SALE**

- 7.1 A **Schedule C - Agreement To Purchase** shall be signed by all parties within 30 days of a Council resolution attached hereto as.

<b>Title: Disposition of County Owned Property</b>		<b>Policy No: 10-01</b>
<b>Section: 61</b>	<b>Code: P-R</b>	<b>Page No.: 5 of 14 E</b>

### **Policy Statement and Guidelines:**

- 7.2 Once all conditions have been completed as stated in the agreement the Chief Administrative Officer shall sign **Schedule D – Sample Notice** and forward the original signed document to the Purchaser. The Purchaser shall forward same to his/her solicitor.
- 7.3 Within 60 days of receiving the executed Schedule D, the purchaser shall arrange to have a solicitor of their choice complete the Transfer of Land. All costs associate with same shall be borne by the Purchaser.

### **8.0 WAIVER OF THIS POLICY**

- 8.1 Advertising is not required for the sale of land in the following instances as per Section 70 (2) of the Municipal Government Act:
- 8.1.1 To be used for the purposes of supplying a public utility as defined in Section 1(1)(y)the Municipal Government Act,
- 8.1.2 Transferred or granted under Division 8 Part 10 of the Municipal Government Act before the period of redemption under that Division, or
- 8.1.3 To be used by a non-profit organization as defined in Section 241(f) of the Municipal Government Act.

### **9.0 OTHER**

- 9.1 This policy does not apply to lands listed and/or sold at a Public Auction held by the municipality.
- 9.2 Smoky Lake County provides no representation or warranty in regards to the presence or absence of any environmental contamination or hazardous substances, soil conditions, accessibility or suitability for development. Each Parcel (including any and all structures located thereon) is sold on an “as is” basis and the Purchaser is the purchasing the parcel(s) at his or her own risk.
- 9.3 All costs for servicing the lot shall be borne by the Purchaser.
- 9.4 The Purchaser shall be responsible for obtaining all necessary development, building, and other related permits if the Purchaser wishes to commence with the development on said lands.
- 9.5 The County reserves the right at its discretion to accept, reject or further negotiate with any and all applications and/or cancel a listing at any given time.
- 9.6 The County reserves the right to specify a reserve bid on the lands being offered for sale.
- 9.7 The proceeds from the sale of non-reserve lands shall be allocated to a County reserve as directed by Council.

<b>Title: Disposition of County Owned Property</b>		<b>Policy No: 10-01</b>
<b>Section: 61</b>	<b>Code: P-R</b>	<b>Page No.: 6 of 14 E</b>

<b>Policy Statement and Guidelines:</b>	
9.8	The proceeds from sales of Municipal Reserves (MR) and/or, Municipal and School Reserves shall be allocated to the Cash in Lieu of Municipal Reserve Account.
<b>10.0</b>	<b>PENDING LAND SALES</b>
10.1	Any land sale pending prior to the adoption of this policy shall be considered null and void unless a written extension has been agreed to by County Council on or before the adoption of this policy.

	<b>Date</b>	<b>Resolution Number</b>
<b>Approved</b>	<b>March 28, 2014</b>	<b># 368-14 - Page #11163</b>
<b>Approved</b>		
<b>Amended</b>		
<b>Amended</b>		

**SCHEDULE A – EXPRESSION OF INTEREST FORM**

**ATTENTION: PLANNING AND DEVELOPMENT MANAGER  
EXPRESSION OF INTEREST  
TO PURCHASE PROPERTY FROM SMOKY LAKE COUNTY**

The information below is not an offer or a contract and does not constitute an interest in land. The purpose of this Expression of Interest is to provide information regarding a desire to purchase property owned by Smoky Lake County prior to negotiation of a formal agreement of purchase and sale. The completion and submission of the Expression of Interest in no way obligates the applicant to purchase the property in question and is not in any way binding upon Smoky Lake County. The Expression of Interest is for information purposes only.

Expressions of Interest will not be reviewed until after any stated deadline date. Where no deadline date is stated, expressions of Interest will be reviewed as received. Smoky Lake County reserves the right to negotiate with only those parties that Smoky Lake County so determines in its sole discretion.

**Contact information**

*Required fields marked with asterisk (\*)*

Date*	
Interested Purchaser's Name*	
Organization (if applicable)	
Phone Number*	
E-mail address	
Mailing Address*	

**Section 61**

**Policy 10-01**

Description of proposed development, including specific uses anticipated for the site (for information purposes only):

Realtor Name and Address (if applicable): \_\_\_\_\_

**Legal Description of property requesting to purchase**

Lot:		Block:		Plan:	
Pt.	Sec.	Township	Range	W4M	
Size:		Location/Area:			

**What sale price are you prepared to pay?**

Sale Price	\$ (Please indicate specific dollar amount)
Deposit (to be submitted with this form)	\$200.00
Total Price (before GST)	\$
GST (on sale price and deposit)	\$
Balance Due at Closing	\$

**Closing Date**

What is your preferred date to complete the transaction, take possession and have any adjustments made?

YYYY: \_\_\_\_\_ MM: \_\_\_\_\_ DD: \_\_\_\_\_

This information is collected under the authority of section 33 (c) of the *Freedom of Information and Protection of Privacy Act* and for the purpose of property sale transactions with Smoky Lake County. It is protected by the privacy provisions of the *Freedom of Information Act*.

Section 61

Policy 10-01

**SCHEDULE B – SAMPLE ADVERTISEMENT FOR SALE OF  
COUNTY OWNED PROPERTY**

**PUBLIC NOTICE  
SMOKY LAKE COUNTY**

**NOTICE** is hereby given that Smoky Lake County is offering for sale, by Public Bid, lands described as:

Roll #	Legal Description:	Area of Development:	Title Number:	Size:	Electoral Division:	Zoning:
--------	--------------------	----------------------	---------------	-------	---------------------	---------

<insert map>

**TERMS:** Cash plus G.S.T. Each parcel offered for sale is subject to Council acceptance and to the reservations and conditions contained in the existing Certificate Of Title including Caveats and/or Easements. The purchaser is responsible for the cost of all services including water, sewer, roads, power, natural gas, sanitary and storm sewer where applicable and necessary access to the property, and for any and all other costs associated with the sale of the lands (including Transfer of Land).

The minimal accepted bid shall be \$ \_\_\_\_\_ (excluding GST).

Person(s) interested must submit the required Expression Of Interest Form in a sealed envelope marked **“EXPRESSION OF INTEREST FORM TO PURCHASE PROPERTY”**.

The aforementioned property is being offered for sale on an “AS IS” basis and the County makes no representation and gives no warranty whatsoever as to the adequacy of services, soil conditions, absence or presence of environmental contamination or the development ability of the subject lands for any intended use by the Purchaser.

No offer will be accepted where the Purchaser attempts to attach conditions precedent to the sale of any parcel. No terms or conditions of sale will be considered other than those specified by Smoky Lake County.

**Smoky Lake County Council has the full right to reject any or all Expression(s) Of Interest(s).**

**Deadline for submitting an interest is \_\_\_\_\_ at 12:00:00 Noon.**

**Please submit to:** Cory Ollikka, Chief Administrative Officer  
Smoky Lake County  
Box 310  
Smoky Lake County, Alberta T0A 3C0

Section 61

Policy 10-01

**SCHEDULE C – SAMPLE AGREEMENT TO PURCHASE**

**AGREEMENT TO PURCHASE**

THIS AGREEMENT made this \_\_\_\_\_ day of \_\_\_\_\_, A.D., 20\_\_.

**BETWEEN:**

**SMOKY LAKE COUNTY**  
a Municipal Corporation  
Box 310  
4612 McDougall Drive  
Smoky Lake, Alberta T0A 3C0  
Phone: 780-656-3730  
(hereinafter called "the County")

**OF THE FIRST PART**

**- AND -**

**PURCHASER'S NAME**

\_\_\_\_\_  
Mailing Address                      Phone Numbers:      Residence      Work      Cellular

(hereinafter called "the Purchaser")

**OF THE SECOND PART**

\*\*\*\*\*  
**WHEREAS**, the Purchaser agrees to purchase the lands legally described as:

**Legal Land Description:**  
\_\_\_\_\_  
(hereinafter called "the Lands")

**AND WHEREAS** the County and the Developer wish to enter into an Agreement regarding the sale of said Lands.

**THE PARTIES** of this Agreement, in consideration of the promises and the mutual terms, covenants and conditions to be observed and performed by each party, agree as follows:

**Section 61**

**Policy 10-01**

1. Smoky Lake County provides no representation or warranty in regards to the presence or absence of any environmental contamination or hazardous substances, soil conditions, or suitability for development. Each Parcel is sold on an "as is" basis and the Purchaser is purchasing the Parcel(s) at its own risk.
2. No terms or conditions of final sale will be considered other than those specified by Smoky Lake County in this agreement.
3. The Purchaser shall pay the County the full purchase price is full at the time of signing this agreement. Purchase price: \$ \_\_\_\_\_.
4. The Land Transfer must be completed prior to the acceptance of a development permit, subdivision application, rezoning application, and/or any safety codes permits.
5. The purchaser is responsible for the cost of all services including water, sewer, roads, power, natural gas, sanitary and storm sewer where applicable and necessary access to the property and for any other costs associated with the sale.
6. Applicants who rescind their land purchase application after it has been accepted (by resolution of Council) will be subject to an administrative processing fee of \$200.00.
7. Applicants owing overdue debts with the municipality will not be considered for approval until all debts have been paid to the County.
8. Applicants who are under litigation with the municipality will not be considered for approval until the case has been resolved with the County.
9. All fees, including hiring a solicitor to transfer said lands, are to be paid by the purchaser.
10. The purchaser will be responsible for obtaining all necessary development, building, and other related permits if the purchaser desires to proceed with development on said lands.
11. Failure to adhere to all conditions outlined in this agreement will result in a non-refundable administrative fee as stated in Section 6.
12. This Agreement shall not be assignable by the Purchaser.
13. The County has the legal right to sell the said property.
14. This Agreement is for the benefit of and shall be binding upon heirs, executors, administrators and assigns of the individual parties and the successors and assigns of corporate parties.

**Section 61**

**Policy 10-01**

15. Any notices required by one party to be given to the other shall be given at the following address:

**Name**  
Address

And

**Smoky Lake County**  
Box 310  
Smoky Lake, Alberta T0A 3C0

**IN WITNESS WHEREOF** the Parties here have caused their signatures to be hereunto affixed the day and year first above written.

**SMOKY LAKE COUNTY**

\_\_\_\_\_  
**CHIEF ADMINISTRATIVE OFFICER**

\_\_\_\_\_  
**REEVE**

\_\_\_\_\_  
**WITNESS**

}

\_\_\_\_\_  
**PURCHASER**

\_\_\_\_\_  
**WITNESS**

}

\_\_\_\_\_  
**PURCHASER**

**AFFIDAVIT OF EXECUTION**

CANADA	)	I, _____,
PROVINCE OF ALBERTA	)	of the Smoky Lake County,
TO WIT:	)	in the Province of Alberta,
	)	MAKE OATH AND SAY:

1. THAT I was personally present and did see **NAME(S)**, named in the within instrument, on the basis of the identification provided to me, duly sign and execute the same for the purpose named therein;
2. THAT the instrument was executed at the Smoky Lake County, Alberta and that I am the subscribing witness thereto;
3. THAT I believe the person(s), whose signature(s) I witnessed, is (are) at least eighteen (18) years of age.

Sworn before me at the Smoky Lake County,	)	
in the Province of Alberta	)	
this ____ day of _____, 20__	)	
	)	_____
	)	
_____	)	
A Commissioner for Oaths in and for the	)	
Province of Alberta	)	

Section 61

Policy 10-01

**SCHEDULE D – SAMPLE NOTICE**

(to be printed on County letterhead)

**NOTICE TO TRANSFER LAND**

TO: Name of Purchaser

DATE: \_\_\_\_\_

FILE #: \_\_\_\_\_

RE: Land Sale of \_\_\_\_\_.

I, Cory Ollikka, Chief Administrative Officer of Smoky Lake County, hereby authorize for the Transfer of Land to be completed on behalf of the Purchaser. The Purchaser shall be responsible for any and all costs associated with the Transfer of Land. Motion No. was passed on \_\_\_\_\_ authorizing said transfer as follows:

*“state the motion as indicated in the Council minutes”*

Please prepare all necessary documentation for Smoky Lake County’s signature and seal.

Thank you.

\_\_\_\_\_  
Cory Ollikka  
Chief Administrative Officer



LAND TITLE CERTIFICATE

S  
 LINC                      SHORT LEGAL                      TITLE NUMBER  
 0017 714 361            4;15;59;6;OT                      782 055 897

LEGAL DESCRIPTION

ALL THAT PORTION OF THE STATUTORY ROAD ALLOWANCE ADJOINING  
 THE WEST BOUNDARY OF THE SOUTH WEST QUARTER OF  
 SECTION SIX (6)  
 TOWNSHIP FIFTY NINE (59)  
 RANGE FIFTEEN (15)  
 WEST OF THE FOURTH MERIDIAN  
 LYING NORTH OF THE NORTH SASKATCHEWAN RIVER AND SOUTH OF A  
 LINE DRAWN WESTERLY AND AT RIGHT ANGLES TO THE SAID WEST  
 BOUNDARY, THROUGH A POINT ON THE SAID WEST BOUNDARY, SAID  
 POINT BEING TWO THOUSAND THREE HUNDRED AND THIRTY THREE (2333)  
 FEET SOUTH OF THE NORTH WEST CORNER OF THE SAID QUARTER SECTION  
 EXCEPTING THEREOUT ALL MINES AND MINERALS

ESTATE: FEE SIMPLE

MUNICIPALITY: SMOKY LAKE COUNTY

REGISTERED OWNER(S)				
REGISTRATION	DATE (DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION
782 055 897	20/03/1978			

OWNERS

THE COUNTY OF SMOKY LAKE NO. 13.  
 OF BOX 310, SMOKY LAKE  
 ALBERTA T0A 3C0

ENCUMBRANCES, LIENS & INTERESTS

REGISTRATION	NUMBER	DATE (D/M/Y)	PARTICULARS
	912 184 395	17/07/1991	CAVEAT RE : RIGHT OF WAY AGREEMENT CAVEATOR - APACHE CANADA LTD. 2800, 421 - 7 AVE SW

( CONTINUED )

REGISTRATION  
NUMBER      DATE (D/M/Y)      PARTICULARS

CALGARY  
ALBERTA T2P4K9  
AGENT - JIM SWETNAM  
(DATA UPDATED BY: TRANSFER OF CAVEAT  
002122593)  
(DATA UPDATED BY: CHANGE OF ADDRESS 022044536)  
(DATA UPDATED BY: TRANSFER OF CAVEAT  
072319178)  
(DATA UPDATED BY: CHANGE OF ADDRESS 132318973)

TOTAL INSTRUMENTS: 001

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN  
ACCURATE REPRODUCTION OF THE CERTIFICATE OF  
TITLE REPRESENTED HEREIN THIS 14 DAY OF  
OCTOBER, 2020 AT 08:56 A.M.

ORDER NUMBER:    40307646

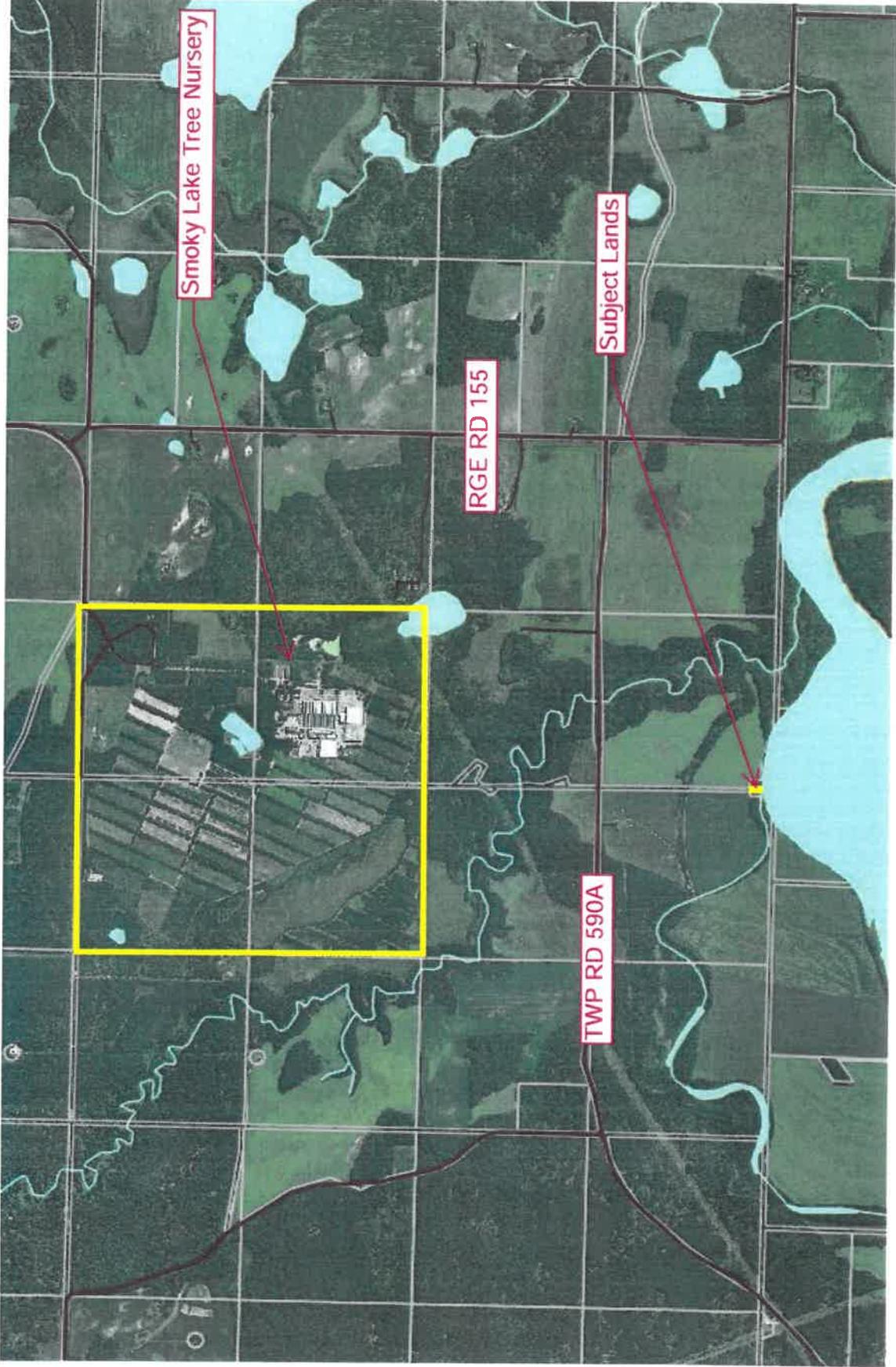
CUSTOMER FILE NUMBER:



\*END OF CERTIFICATE\*

THIS ELECTRONICALLY TRANSMITTED LAND TITLES PRODUCT IS INTENDED  
FOR THE SOLE USE OF THE ORIGINAL PURCHASER, AND NONE OTHER,  
SUBJECT TO WHAT IS SET OUT IN THE PARAGRAPH BELOW.

THE ABOVE PROVISIONS DO NOT PROHIBIT THE ORIGINAL PURCHASER FROM  
INCLUDING THIS UNMODIFIED PRODUCT IN ANY REPORT, OPINION,  
APPRAISAL OR OTHER ADVICE PREPARED BY THE ORIGINAL PURCHASER AS  
PART OF THE ORIGINAL PURCHASER APPLYING PROFESSIONAL, CONSULTING  
OR TECHNICAL EXPERTISE FOR THE BENEFIT OF CLIENT(S).



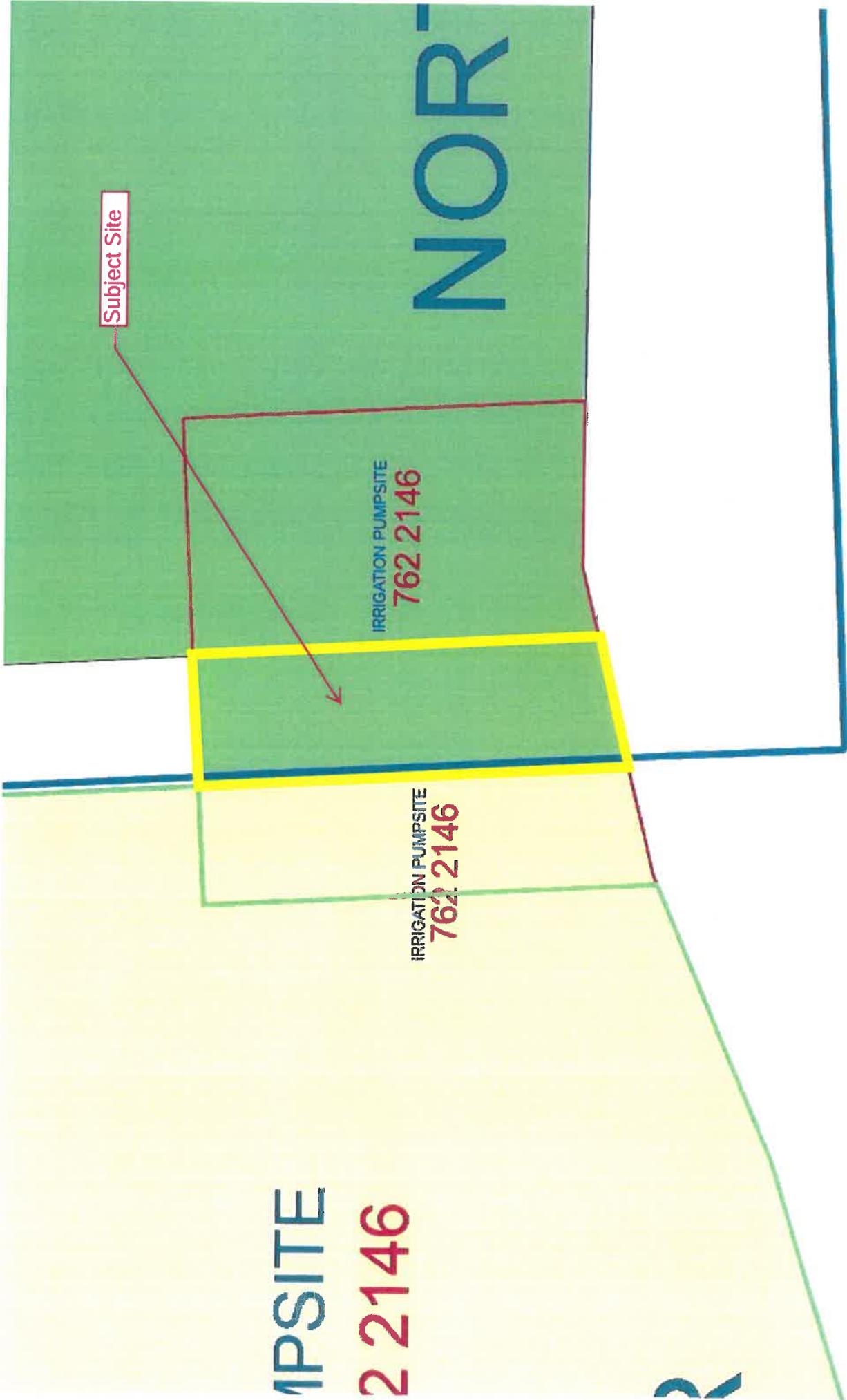
Subject Lands



North Saskatchewan River

North Saskatchewan River





Subject Site

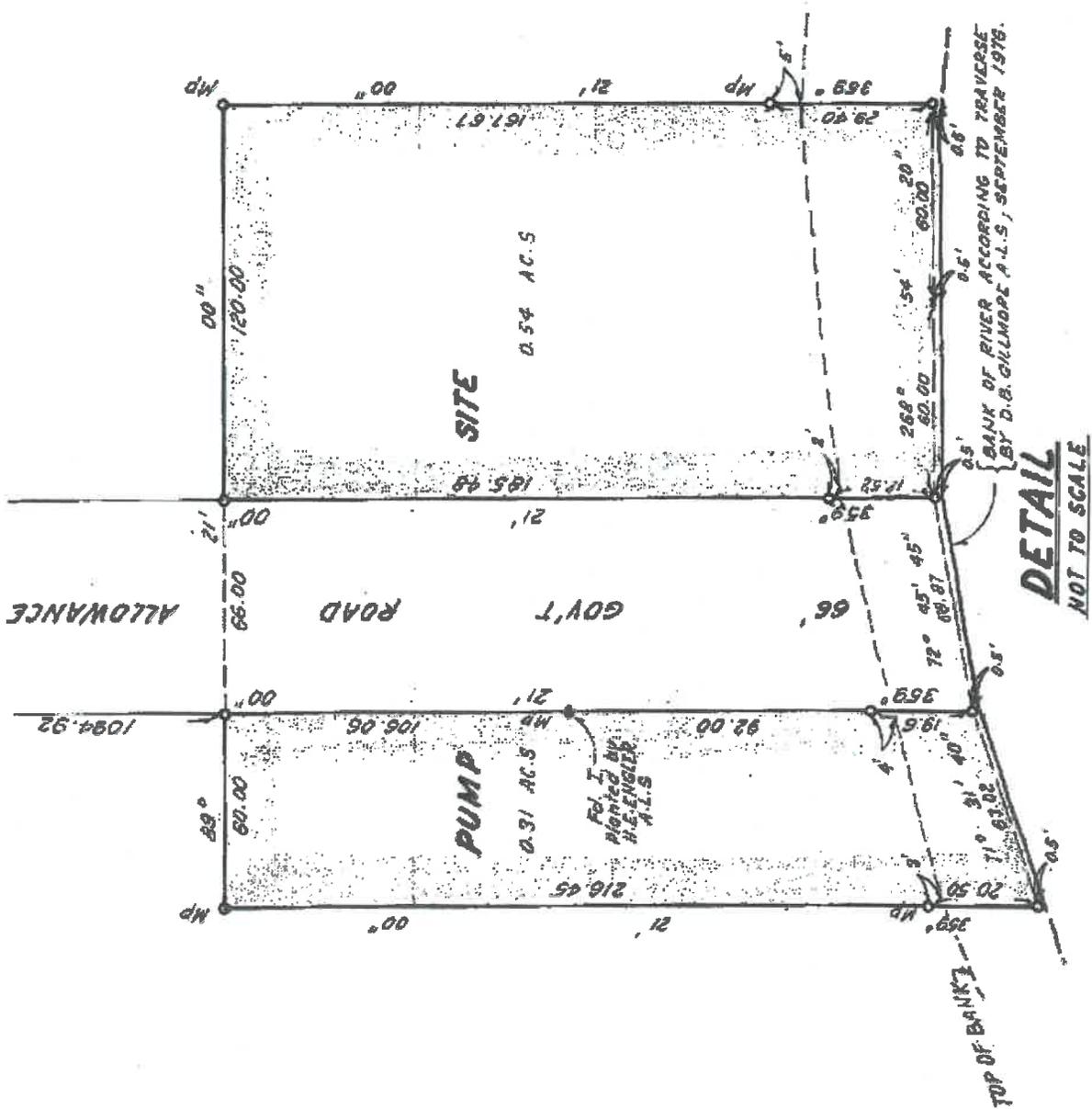
IRRIGATION PUMPSITE  
762 2146

IRRIGATION PUMPSITE  
762 2146

PUMPSITE  
2 2146

NOR

S.W. 1/4 SEC. 6 - TP. 59 - RGE. 15 - W. 4 MER.



(SEE DETAIL)

RGE. 15 - W. 4 MER.

ROAD

GOV'T

369°

66'

ITEM 4.7 - ATTACHMENT #5

SURVEY APPROVED

PLANNING DEPARTMENT

FOR THE CITY OF SHERBROOKE

FOR THE PURPOSES OF THE LAND REGISTRATION ACT

DATE: 10/15/2010

BY: [Signature]

**PLAN**

SHOWING SURVEY OF

**PUBLIC WORK (IRRIGATION PUMPSTIE)**

IN

**SEC. 6 - T259 - R6E15 - W. 4 M. 8**

**SEC. 1 - T259 - R6E16 - W. 4 M. 8**

NEAR

**SMOKY LAKE - ALBERTA**

SCALE: 1" = 200'

1978 D.B. GILLMORE A.L.S.

**NOTES:**

1. This plan is prepared in accordance with the provisions of the Land Registration Act, R.S.A. 1978, Chapter S-26, and the Survey Act, R.S.A. 1978, Chapter S-27.

2. The survey was conducted by the Surveyor General of Alberta, and the accuracy of the survey is guaranteed by the Survey Act.

3. The survey was conducted in accordance with the provisions of the Survey Act, R.S.A. 1978, Chapter S-27, and the Survey Regulations, R.S.A. 1978, Chapter S-27/1.

4. The survey was conducted in accordance with the provisions of the Survey Act, R.S.A. 1978, Chapter S-27, and the Survey Regulations, R.S.A. 1978, Chapter S-27/1, and the Survey Code of Practice, R.S.A. 1978, Chapter S-27/2.

**SECTIONAL AGREEMENT**

I, D. Gillmore, of the City of Sherbrooke, Alberta, do hereby certify that the above described survey was conducted in accordance with the provisions of the Survey Act, R.S.A. 1978, Chapter S-27, and the Survey Regulations, R.S.A. 1978, Chapter S-27/1, and the Survey Code of Practice, R.S.A. 1978, Chapter S-27/2.

I hereby certify that the above described survey was conducted in accordance with the provisions of the Survey Act, R.S.A. 1978, Chapter S-27, and the Survey Regulations, R.S.A. 1978, Chapter S-27/1, and the Survey Code of Practice, R.S.A. 1978, Chapter S-27/2.

*[Signature]*

Surveyor General of Alberta

*[Signature]*

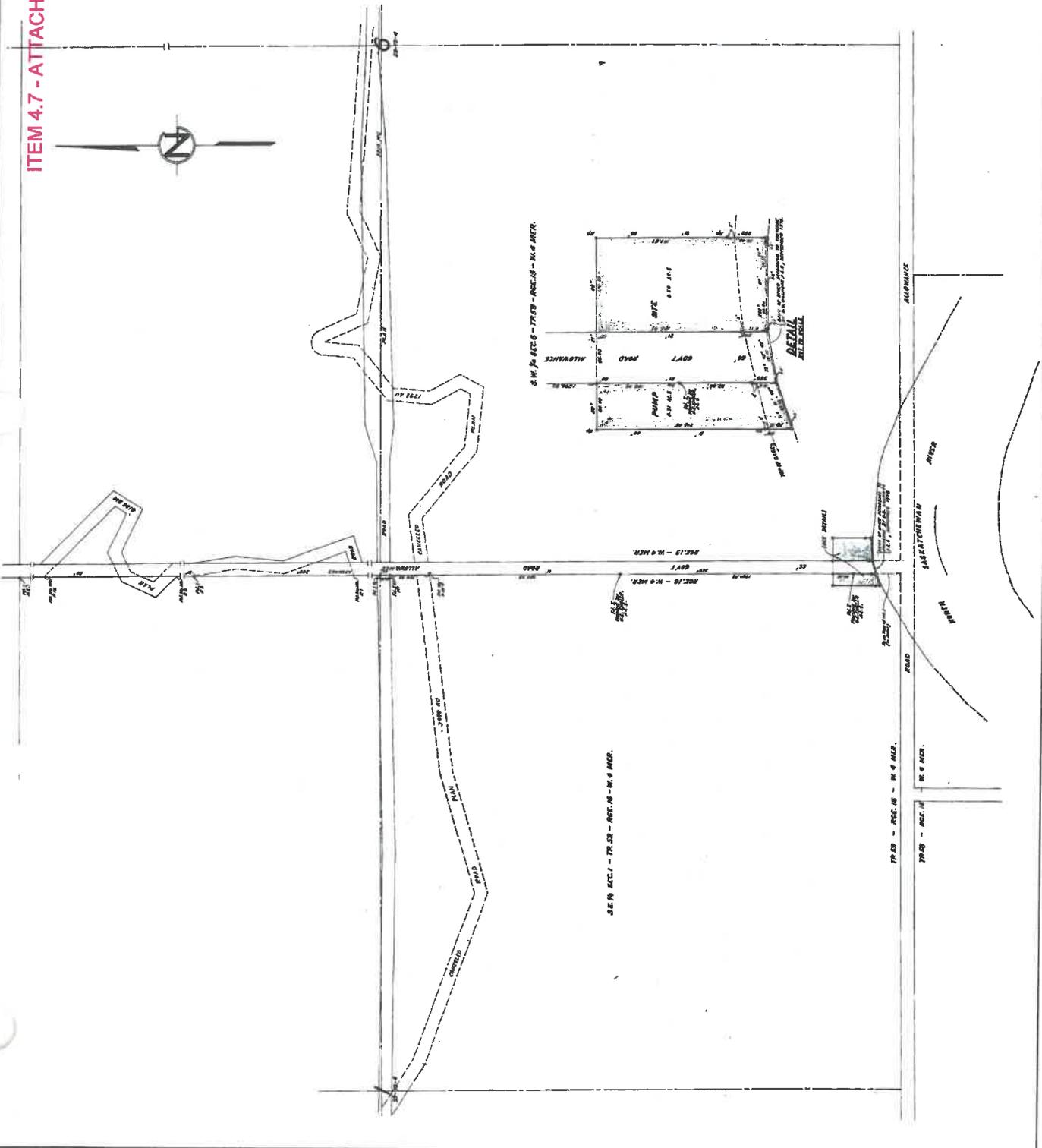
1978

CALLAWAY SURVEY, INC. 170

1000 - 10th Avenue SW

CALGARY, ALBERTA T2P 1K7

CALL 403-243-1111





10/17/2012



10/17/2012

## 8.2 AGRICULTURE (AG) DISTRICT

### 1. Purpose

The general purpose of this District is to allow a range of activities associated with working landscapes including agricultural uses and resource extraction uses that support the rural economy, rural lifestyle and discourage the fragmentation of the County's land base.

### 2. Permitted Uses

- A. Agricultural Support Service
- B. Basement Suite
- C. Bed and Breakfast Establishment
- D. Buildings and Uses Accessory to Permitted Uses
- E. Community Hall
- F. Day Home
- G. Dwelling, Single Detached
- H. Extensive Agriculture
- I. Garage Suite
- J. Garden Suite
- K. Guest House
- L. Home Occupation, Major
- M. Home Occupation, Minor
- N. In-law Suite
- O. Manufactured Home
- P. Modular Home
- Q. Natural Area
- R. Public Utility
- S. Secondary Suite
- T. Shipping Container
- U. Wind Energy Conversion System, Micro

### 3. Discretionary Uses

- A. Animal Breeding and/or Boarding Facility
- B. Animal Clinic
- C. Animal Hospital
- D. Animal Hospital, Large
- E. Boarding Facility
- F. Buildings and Uses Accessory to Discretionary Uses
- G. Cemetery
- H. Child Care Facility
- I. Communication Tower Facility
- J. Day Care Facility
- K. Duplex (Vertical and Side-by-Side)
- L. Family Care Facility
- M. Intensive Agriculture
- N. Kennel



- O. Natural Resource Extraction Industry
- P. Place of Worship
- Q. Public and Quasi-Public Building and Use
- R. Public Utility
- S. Recreational Use
- T. Relocated Building
- U. Secondary Commercial
- V. Sign
- W. Surveillance Suite
- X. Solar Energy Collection Systems
- Y. Small Radio Communication Facilities
- Z. Transfer Station
- AA. Utility Building
- BB. Wind Energy Conversion System, Small
- CC. Wind Energy Conversion System, Large
- DD. Workcamp, Short-Term
- EE. Other Uses which, in the opinion of the Development Authority, are similar to the above mentioned Permitted and Discretionary Uses

4. Subdivision Regulations

A maximum of five (5) parcels per quarter section may be subdivided for agricultural, or residential uses including the subdivision of fragments. The following chart presents information by use type regarding the maximum number of parcels allowed per quarter section.

	Maximum Parcel Density Per Quarter Section By Use Type	Minimum Parcel Size	Maximum Parcel Size
Agricultural Use	2 parcels per quarter section	Normally 32.0 ha (80.0 ac.) however a single 16.0 ha (40.0 ac.) parcel may be subdivided if the proposed parcel conforms to 4(A)(ii)	At the Discretion of the Subdivision Authority
Residential Use	4 parcels per quarter section	0.8 ha (2.0 ac.)	8.0 ha (20.0 ac.)
Commercial Use	At the Discretion of the Subdivision Authority	At the Discretion of the Subdivision Authority	At the Discretion of the Subdivision Authority
Community/ Institutional Use	At the Discretion of the Subdivision Authority	At the Discretion of the Subdivision Authority	At the Discretion of the Subdivision Authority
Industrial Use	At the Discretion of the Subdivision Authority	At the Discretion of the Subdivision Authority	At the Discretion of the Subdivision Authority

A. Lot Area – Agricultural Use

- i. The **minimum** parcel size for extensive agricultural uses shall normally be 32.0

- ha (80.0 ac.) less any approved subdivisions.
- ii. Notwithstanding (A)(i) above, the subdivision of a single 16.0 ha (40.0 ac.) parcel for agricultural use may be permitted out of an **un-subdivided** quarter section if the following criteria are met to the satisfaction of the County:
- a. Legal and year round physical access to the proposed parcel and the remainder are developed to County standards;
  - b. The proposed use of the parcel will not adversely impact adjacent agricultural uses;
  - c. The parcel is should normally be located:
    - I. adjacent to or near quarter section boundaries;
    - II. in close proximity to existing residential parcels or farmsteads on adjacent quarter sections;
    - III. along a designated rural residential collector road;
  - d. The applicant demonstrates that the parcel can be serviced on-site as per provincial regulations;
  - e. If the parcel is to be used for an intensive agricultural operation or a value added agricultural industry<sup>1</sup>, the use and size of the parcel is supported by a business plan that may include:
    - I. a financial plan to the satisfaction of the County;
    - II. a detailed site plan of the proposed operation including the required land area, expansion possibilities and possible effects on adjacent landowners, uses and municipal infrastructure;
    - III. information regarding potential traffic generation which may include a Traffic Impact Assessment;
    - IV. potential nuisance factors and any mitigation measures necessary to reduce nuisance factors; and
    - V. where necessary, a detailed site assessment which indicates the location, character and parcel coverage percentages of the environmentally sensitive areas and/or heritage features on the site.

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<sup>1</sup> Value added industry in this context means: an industry which economically adds value to a product by changing it from its current state to a more valuable state.



B. Lot Area – Residential Use

- i. Normally, a **maximum** of 8.0 ha (20.0 ac.) per quarter section will be allowed for residential subdivisions.
- ii. Normally, the minimum lot area allowed for vacant residential parcels or for farmstead separations will be 0.8 ha (2.0 ac.) and the maximum lot area will be 8.0 ha (20.0 ac.).

C. Lot Area - Other Uses

The minimum parcel size for other uses shall be as provided for elsewhere in this Bylaw, in the County's Municipal Development Plan, in any relevant Area Structure Plan, or as required by the Development Authority.

5. Development Regulations

A. Minimum Yard Dimensions

It should be noted that adjacent to Provincial Highways, Alberta Transportation may require greater setbacks for development. Contact Alberta Transportation regarding their requirements in this regard.

i. Minimum Front Yards

From Municipal Road Allowances	23.1 m (92.0 ft.) from the property line
From Highways	40.8 m (134.0 ft.) from the boundary of the right-of-way or as required by Alberta Transportation
Internal Subdivision Road	7.6 m (25.0 ft.) from the property line

ii. Minimum Side Yards

From Municipal Road Allowances	18.3 m (60.0 ft.) from the property line
From Highways	40.8 m (134.0 ft.) from the boundary of the right-of-way or as required by Alberta Transportation
Internal Subdivision Road	7.6 m (25.0 ft.) from the property line
Adjacent to Another Parcel	18.3 m (60.0 ft.) from the property line

## iii. Minimum Rear Yards

From Municipal Road Allowances	18.3 m (60.0 ft.) from the property line
From Highways	40.8 m (134.0 ft.) from the boundary of the right-of-way or as required by Alberta Transportation
Internal Subdivision Road	7.6 m (25.0 ft.) from the property line
Adjacent to Another Parcel	18.3 m (60.0 ft.) from the property line

- iv. Notwithstanding **subsections (A), (B), and (C)** above, where there is an intersection or sharp curve, the minimum yard requirements shown on **Figures 20 and 21** of this Bylaw shall apply.

## B. Minimum Floor Area

- i. Single detached dwellings – 69.7 sq. m (750.0 sq. ft.)
- ii. Manufactured and modular home units – 65.0 sq. m (700.0 sq. ft.)
- iii. All others uses at the discretion of the Development Authority

## C. Maximum Site Coverage - 45%

Of the 45% site coverage, a maximum of 15% of the total site may be covered by accessory buildings

## D. Maximum Height

- i. 11.0 m (36.1 ft.)
- ii. In the case of buildings which are accessory to extensive agriculture and for discretionary uses, the maximum height shall be at the discretion of the Development Authority.

## 6. Other Regulations

## A. Residential parcels in the Agriculture District will not be allowed:

- i. within required setbacks from a sewage treatment plant or lagoon or solid waste disposal site as specified by the appropriate guidelines or authority;
- ii. within required setbacks from sour gas wells, pipelines and ancillary facilities;

- iii. within an area likely to be subject to high levels of noise or emissions from industry, transportation facilities, or other sources; or
- iv. within a 1 in 100 year flood plain.
- B. A development permit for a dwelling shall be issued only on condition that approval of the proposed sewage disposal system is received in accordance with provincial regulations.
- C. Development proposals adjacent to a primary highway shall comply with any relevant provincial regulations.
- D. Fences shall be developed in accordance with **Section 7.7** of this Bylaw.
- E. Landscaping shall be provided in accordance with **Section 6.11** of this Bylaw.
- F. The keeping of recreational vehicles shall be provided in accordance with **Section 7.23** of this Bylaw.
- G. Shipping containers shall be developed in accordance with **Section 7.31** of this Bylaw
- H. Accessory buildings shall be developed in accordance with **Section 6.1** of this Bylaw.



**Chief Administrative Officer**

Report Period: **September 25, 2020 to October 15, 2020**

**LEGISLATIVE / GOVERNANCE**

Projects	Date In Progress	Date Outstanding	Date Completed
<p>The Village of Vilna: Request for consideration of amalgamation – August 27, 2020: Motion 1057-20 “deferred”. Schedule a meeting date first with representatives of the RMA to gain insight and suggested recommendations from their perspective as to moving forward. Once completed, a second meeting with County Council to initiate the conversation regarding amalgamation and the legislation, process, requirements, study funding, options.</p> <p><b>Recommendation:</b> Schedule a Meeting with RMA representatives to discuss options and recommendations and once completed, schedule a Committee of the Whole Meeting – Administration.</p>	Aug. 27’20		
<p>Northern Alberta Mayors &amp; Reeves Caucus Meeting: Update 2020 Annual fees collected will be forwarded to 2021. Planning 2021 with uncertainty of COVID-19. © <b>L-1</b></p> <p><b>Recommendation:</b> Acknowledge receipt.</p>	Oct. 15/20		
<p>RMA Long Service Awards &amp; Memoriam at the Fall Virtual Convention: Smoky Lake County currently has no long service awards. Did forward submission in Memoriam for Cory Ollikka, Chief Administrative Officer, Smoky Lake County from October 25, 2001 to July 2, 2020.</p>	Oct. 13/20		

**ADMINISTRATIVE**

Projects	Date In Progress	Date Outstanding	Date Completed
Participated in Toporoutz Road drainage issues with the Town and AT officials.	Oct 08’20		
Participated in Aspen School Division meeting to discuss the proposed expansion of school gym.	Oct 07’20		
Participated in Department Meetings with Council	Oct 14’20		
Participated in Hwy 28/63 meetings regarding contract progress and emergent issues.	Sept 24’20		

**FINANCIAL**

Projects	Date In Progress	Date Outstanding	Date Completed
Participated in Departmental Budget Meetings.	Oct. 5’20		

# Chief Administrative Officer

Report Period: **September 25, 2020 to October 15, 2020**

## HUMAN RESOURCES

Projects	Date In Progress	Date Outstanding	Date Completed
Implemented additional COVID-19 measures – Employees record their temperature reading very morning and “Return to Work Guidelines for Employees Who Are Unwell” were distributed. <b>H-1 Recommendation: Acknowledge receipt of additional COVID-19 Measures initiated .</b>	Sept. '20	N/A	
Commenced with review of OE #955 Collective Agreement in preparation of ingoing proposal for negotiations. Also attended an Executive session with Council to review the same.	Sept 24'20		

## COMMUNITY

Projects	Date In Progress	Date Outstanding	Date Completed
Update on the Waskatenau Highway 831 drainage: Twp Rd 592 Ditch work - the culvert installation. A signed application was submitted for Work/Access Permit to Adele Ammar, Utility Coordinator, CN to trim and excavate the ditch from the new culvert to the existing culvert crossing the tracks. An email notification was then sent back indicating she was on maternity leave and an alternate email was provided. I have since contacted CN for an update and advise of the pending cooler temperatures.	Jul.30'20	Oct. 2'20	
Attended with the Reeve the ground breaking ceremony of the new lodge at the Metis Crossing.	Oct. 5'20		Oct. 5'20
Participated meetings regarding the Metis Crossing Working group.	Sept30'20		
Attended the Smoky Lake Region and Ivano-Frankivska Virtual MOU signing	Sept 30'20		
Smoky Lake County Community Learning Council Staff Employees received “Years of Service” Recognition from Community Learning Network: Christine Hominiuk, Executive Program Coordinator – 35 Years and Lydia Cielin, Secretary-Treasurer – 25 Years. <b>Recommendation: Send Letter of Congratulations from the Legal Host.</b>	Sept.18'20		

## TRAINING

Attended the PMH Insights – Planning Software Training	Oct 06'20		
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## COUNTY STRATEGIC PLAN

N/A			
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Signature:

Gene Sobolewski

County Council Meeting: **October 22, 2020**

# COVID-19

## Return to Work Guidelines



### for Employees Who Are Unwell

**Any employee with symptoms of COVID-19 must not attend work.** But when is it safe to return? This resource helps you understand when you should stay home, and when it's safe to return to work.

## Which are your symptoms?



### Do you have ANY of these symptoms?

- fever
- cough (new cough or worsening chronic cough)
- shortness of breath or difficulty breathing (new or worsening)
- runny nose
- sore throat

### Yes, that's me. Now what?

If you have any of the above symptoms that are not related to a pre-existing health condition, you are **legally required** to isolate for a minimum of 10 days or until symptoms resolve — **whichever takes longer**. Call Health Link 811 or your family doctor and fill out the AHS Online Self-Assessment tool to determine if you should be tested for COVID-19.

### When can I return to work?

You may return to work:

- when they have completed the 10-day isolation **AND** symptoms have resolved, **OR**
- they have received a negative COVID-19 test **AND** symptoms have resolved.



### Do you have ANY of these symptoms?

- chills
- painful swallowing
- stuffy nose
- headache
- muscle or joint aches
- feeling unwell, fatigue or severe exhaustion
- gastrointestinal symptoms (nausea, vomiting, diarrhea, unexplained loss of appetite)
- loss of sense of smell or taste
- conjunctivitis (pink eye)

### Yes, that's me. Now what?

If you have any of the above symptoms, you must stay home from work until symptoms resolve. You should also minimize contact with others.

### When can I return to work?

Once symptoms resolve, you may return to work. There is no requirement to get a COVID-19 test or complete any paperwork before returning to work.

## Please Remember:

It is your responsibility to screen yourself for symptoms each day before work.

**Lydia Cielin**

**From:** Joan Laventure <Joan.Laventure@edmonton.ca>  
**Sent:** October-15-20 2:12 PM  
**Subject:** Northern Alberta Mayors & Reeves Caucus Meeting Update

Dear Mayors and Reeves,

Since our March Northern Alberta Mayors and Reeves Caucus was regrettably cancelled in Covid's early days, we have been reviewing options to carry on.

Given current public health protocols, we will not be proceeding with a caucus meeting for the balance of the year. However, we are looking at how we can convene the caucus going into the new year.

As your 2020 annual fee was collected earlier this year, we will carry forward the fee and apply it to 2021's caucus meetings. We hope to be able to share details around meeting dates, how we will approach meeting as a caucus, and programming details while Covid remains a reality for the foreseeable future.

As our team here looks towards 2021 planning, we welcome any ideas you can share for agenda items that would be of interest to caucus members. In the meantime, we thank you for your patience and understanding.

Stay well and have a wonderful day!

Warmest regards,

	<p><b>Joan Laventure   Office Manager   Executive Assistant</b>  <b>Office of Mayor Don Iveson</b>          2nd floor, City Hall, 1 Sir Winston Churchill Square          Edmonton AB   T5J 2R7          Tel: 780-496-4406   Cell: 780-910-9557          Web: <a href="http://www.edmonton.ca/mayor">www.edmonton.ca/mayor</a></p>
---	--

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**ACTION LIST:**

**September 4, 2020 Committee of the Whole Meeting – Administration**

5.11.21



MOTION NO.	RESOLUTION	DEPARTMENT	ACTION
	No Action Required.		

**ACTION LIST:**

5.1.1.c.ii



**September 9, 2020 Committee of the Whole Meeting – Administration**

MOTION NO.	RESOLUTION	DEPARTMENT	ACTION
	No Action Required.		

**ACTION LIST:**

**September 10, 2020 County Council Budget Meeting**



5.11.2011

MOTION NO.	RESOLUTION	DEPARTMENT	ACTION
1129-20	<p>That Smoky Lake County Council review the following Policy Statements and Bylaw at the next scheduled Policy Committee Meeting:</p> <ul style="list-style-type: none"> <li>➤ 03-25-10: Sale of Gravel or Sand,</li> <li>➤ 03-35-11: Snow Clearing,</li> <li>➤ 61-05-04: Planning and Development Fees, and the</li> <li>➤ Land Use Bylaw in respect to make-shift campgrounds and amount of RV permissible at County Resorts.</li> </ul>	Interim CAO	The Policies listed in Motion #1129-20 will be brought forward to the next Policy Committee Meeting.
1130-20	That Smoky Lake County engage the County Solicitor: Brownlee LLP to prepare a Chief Administrative Officer Employment Contract in anticipation of hiring a new Chief Administrative Officer for Smoky Lake County.	Interim CAO	<p>Steve T. Connors, Partner, Labour &amp; Employment, Litigation, Brownlee LLP has been engaged to proceed with preparing a Chief Administrative Officer Employment Contract.</p> <p>Municipal File: 18-19</p>
1131-20	That Smoky Lake County Administration bring forward, for the purpose of preparing the Year-2021 Budget, an estimated Year-2021 cost, in respect to the recommendations of necessary, major and minor repairs to be completed within 10-Years on the County's Main Office Building Structure, located at 4612 McDougall Drive, Smoky Lake, as outlined in the Building Assessment report prepared by Associated Engineering Ltd., dated November 2018, titled: "County Office Building Assessment Smoky Lake, Alberta".	Finance Manager	The estimated Year-2021 cost, in respect to major and minor repairs to be completed on the County's Main Office will be provided and discussed at a future Year-2021 Budget Meeting.

**ACTION LIST:**

**September 24, 2020 County Council Meeting**



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MOTION NO.	RESOLUTION	DEPARTMENT	ACTION
1139-20	<p>That Smoky Lake County appoint Mr. Gene Sobolewski as the Chief Administrative Officer (CAO) for Smoky Lake County, effective September 24, 2020 and, execute the CAO Employment Contract Agreement between Gene Sobolewski and the County; and, make an announcement of the said appointment through the County Grapevine and Social Media for the purpose of providing an introduction of the new CAO to the public.</p>	<p>Payroll  Communications</p>	<p>A copy of Motion #1139-20 was placed in Gene Sobolewski's Personnel File on Sept.28'20. The CAO Employment Contract was provided to Payroll on Sept.25'20.</p> <p>Advertised CAO appointment on the website and social media on September 24, 2020. Advertised in the October Grapevine (published the week of October 4, 2020).</p>  <p><b>Smoky Lake County Appoints Chief Administrative Officer</b></p>  <p>Smoky Lake County Council is pleased to announce the appointment Gene Sobolewski as the organization's Chief Administrative Officer (CAO) effective September 24, 2020.</p> <p>Mr. Sobolewski has been working in the municipal field for 35 years in various capacities, starting in construction and later in senior management. For the last 17 years he has worked as a senior project manager for a large engineering firm specializing in municipal infrastructure, regional water systems, sewer systems, roads and bridges. Gene brings to the position a wealth of experience in local government as he also served on a municipal council as a Councillor for three terms and then as a Mayor for two terms.</p> <p>Gene is an avid musician playing rhythm guitar, bass and vocals spanning across many different genres of music.</p> <p>"I have been working for the County and Commission since 2011 as an engineering consultant and am looking forward to the opportunity to take the position as the County's CAO." - Gene.</p> <p><i>Welcome!</i></p>
1140-20	<p>That Smoky Lake County acknowledge the covenants executed by Mr. Gene Sobolewski, CAO and Smoky Lake County Council, which identify the expectations, roles and responsibilities of Council and the CAO, as per Policy Statement No. 01-39-01, Schedule "A": Council Covenant, and Schedule "B": Chief Administrative Officer Covenant.</p>	<p>Payroll</p>	<p>Covenants were placed in Gene Sobolewski's Personnel File on Sept.28'20 (Code of Conduct) &amp; Sept.25'20 (Oath of Confidentiality). Councils covenant was filed in:</p> <p>Municipal File: 1-199.</p>

**ACTION LIST:**

**September 24, 2020 County Council Meeting**



MOTION NO.	RESOLUTION	DEPARTMENT	ACTION
1141-20	That Smoky Lake County Council approve deferring the Three-Year Road Plan Project No. FM2014: road-surface-chip-sealing of Township Road 612 between Highway 855 and Range Road 174, to Year-2021 of the Three-Year Road Plan due to weather delaying the said project, and to take advantage of combining the said project with the other two Year-2021 road-surface-chip-sealing projects which will result in a cost saving.	Public Works Manager	Project No. FM2014: road-surface-chip-sealing of Township Road 612 between Highway 855 and Range Road 174, has been moved to the Year-2021 of the Three-Year Road Plan.
1142-20	That Smoky Lake County write a letter to our local MLA for the Athabasca-Barrhead-Westlock Constituency: Mr. Glenn van Dijken, and the carbon copy the Minister of Environment & Parks: Mr. Jason Nixon, for awareness and to advocate for Red Tape Reduction in the Surface Material Exploration (SME) process, outlining the County's grossly delayed experience with SME 190052 and the related Surface Material Lease application.	Public Works Manager	WSP Engineering is submitting all the information required; information will be emailed on October 6, 2020.
1145-20	That Smoky Lake County Council authorize, in accordance with the January 6, 2020, Motion #334-20: "Hiring Freeze for the remainder of Year-2020", to extend the August 31, 2020, employment termination date in respect to the May 28, 2020, Motion #803-20, authorizing the re-hire of a casual Public Works employee as an operator: truck driver to fill the Public Works employment capacity to October 31, 2020.	Public Works Manager  Payroll	The said employee was notified of Motion #1145-20 and will continue to work until the termination date of October 31, 2020.  Motion #1145-20 provided to Payroll on Sept.30'20.

**ACTION LIST:**

**September 24, 2020 County Council Meeting**



MOTION NO.	RESOLUTION	DEPARTMENT	ACTION																																																			
1146-20	<p>That Smoky Lake County is in agreement with the Provincial Agricultural Service Board (ASB) Committee in assigning the following grades to responses by government and nongovernment organizations for resolutions passed at the 2020 Provincial ASB Conference as outlined in the document titled: "Agricultural Service Board 2020 Report Card on the Resolutions" as follows:</p> <table border="1"> <thead> <tr> <th>Res. #</th> <th>Title</th> <th>Grade</th> </tr> </thead> <tbody> <tr> <td>1-20</td> <td>Ropin' the Web</td> <td>Accept in Principle</td> </tr> <tr> <td>2-20</td> <td>Weed and Pest Surveillance and Monitoring Technology Grant</td> <td>Incomplete</td> </tr> <tr> <td>3-20</td> <td>Clubroot Pathotype Testing</td> <td>Unsatisfactory</td> </tr> <tr> <td>4-20</td> <td>Education Campaign for Cleanliness of Equipment for Industry Sectors</td> <td>Unsatisfactory</td> </tr> <tr> <td>5-20</td> <td>AFSC Assist in Preventing the Spread of Regulated Crop Pests</td> <td>Unsatisfactory</td> </tr> <tr> <td>6-20</td> <td>Beehive Depredation</td> <td>Accept in Principle</td> </tr> <tr> <td>7-20</td> <td>Agricultural Related Lease Dispositions</td> <td>Accept in Principle</td> </tr> <tr> <td>8-20</td> <td>Emergency Livestock Removal</td> <td>Accept in Principle</td> </tr> <tr> <td>9-20</td> <td>Mandatory Agriculture Education in the Classroom</td> <td>Unsatisfactory</td> </tr> <tr> <td>10-20</td> <td>Reinstate a Shelterbelt Program</td> <td>Accept in Principle</td> </tr> <tr> <td>11-20</td> <td>Compensation to Producers on Denied Land Access to Hunters</td> <td>Defeated</td> </tr> <tr> <td>12-20</td> <td>Proposed Amendments to Part XV of the Federal Health of Animals Regulations</td> <td>Accept in Principle</td> </tr> <tr> <td>13-20</td> <td>Canadian Product and Canadian Made</td> <td>Incomplete</td> </tr> <tr> <td>E1-20</td> <td>Review of Business Risk Management Programs</td> <td>Unsatisfactory</td> </tr> <tr> <td>E2-20</td> <td>Initiate Agri-Recovery Framework</td> <td>Unsatisfactory</td> </tr> <tr> <td>E3-20</td> <td>Agri-Invest and Agri-Stability Changes</td> <td>Unsatisfactory</td> </tr> </tbody> </table> <p>and notify the ASB Provincial Committee of Council agreement prior to September 25, 2020, in response to the correspondence received from Linda Hunt, Executive Assistant, Provincial Agricultural Service Board Committee, dated August 17, 2020.</p>	Res. #	Title	Grade	1-20	Ropin' the Web	Accept in Principle	2-20	Weed and Pest Surveillance and Monitoring Technology Grant	Incomplete	3-20	Clubroot Pathotype Testing	Unsatisfactory	4-20	Education Campaign for Cleanliness of Equipment for Industry Sectors	Unsatisfactory	5-20	AFSC Assist in Preventing the Spread of Regulated Crop Pests	Unsatisfactory	6-20	Beehive Depredation	Accept in Principle	7-20	Agricultural Related Lease Dispositions	Accept in Principle	8-20	Emergency Livestock Removal	Accept in Principle	9-20	Mandatory Agriculture Education in the Classroom	Unsatisfactory	10-20	Reinstate a Shelterbelt Program	Accept in Principle	11-20	Compensation to Producers on Denied Land Access to Hunters	Defeated	12-20	Proposed Amendments to Part XV of the Federal Health of Animals Regulations	Accept in Principle	13-20	Canadian Product and Canadian Made	Incomplete	E1-20	Review of Business Risk Management Programs	Unsatisfactory	E2-20	Initiate Agri-Recovery Framework	Unsatisfactory	E3-20	Agri-Invest and Agri-Stability Changes	Unsatisfactory	<p><b>Ag. Fieldman</b></p>	<p>E-mail sent to Linda Hunt, Executive Assistant of the ASB Provincial Committee on September 24<sup>th</sup>, 2020 letting them know Smoky Lake County Council is in agreement with the committee's grades.</p> <p>Municipal File: 62-7</p>
Res. #	Title	Grade																																																				
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**ACTION LIST:**

**September 24, 2020 County Council Meeting**



MOTION NO.	RESOLUTION	DEPARTMENT	ACTION
1147-20	<p>That Smoky Lake County be open to accommodate the "Elevate Wellness" Regional Team for The Alberta Healthy Communities Initiative, as needed, and acknowledge Craig Lukinuk and Lorne Halisky will voluntarily participate in a non-elected capacity, as community members, in the said team's meetings to coordinate efforts, build on our strengths, and identify and respond to our weaknesses.</p>	<p><b>Legislative Services.</b> <b>Assistant CAO</b></p>	<p>On Sept.24'20 a copy of Motion # 1147-20 was provided to RCDC by email through the CEDO for information purposes in respect to the July 30, 2020 - Regional Community Development Committee (RCDC) Motion #202-20 and, in response to the August 31, 2020 – Email from the CEDO the County, Town and Villages CAOs, which included the AHC! presentation as well as the 2013 Regional Recreation Master plan for information, and a copy of RCDC Motion #202-20 above, for the purpose of allowing each Municipality to determine their engagement with the "Elevate Wellness" team.</p> <p>Municipal File: 5-8</p>

**ACTION LIST:**

**September 24, 2020 County Council Meeting**



MOTION NO.	RESOLUTION	DEPARTMENT	ACTION														
1148-20	<p>That Smoky Lake County advertise a Request for "Expressions of Interest" in purchasing municipally owned property in accordance with Policy Statement No. 61-10-01: Disposition of County Owned Property, in the Hamlet of Spedden, legally describes as Plan 1955CL, Block 1, Lot 23, at 4907 51 Avenue, on the Smoky Lake County's website, Social Media and Grapevine and in the local newspaper for (2) two consecutive weeks.</p>	<p>Planning &amp; Dev.</p>	<p>The Planning and Development Department prepared a Public Notice respecting the potential sale of municipally-owned land legally described as Plan 1955CL, Block 1, Lot 23, at 4907 51 Ave in the Hamlet of Spedden. Said Notice was advertised in both the Smoky Lake Signal &amp; the Redwater Review the weeks of Oct. 5, 2020 and Oct.12, 2020. Said Notice was also posted to the County's website on Sept. 29, 2020.</p>  <p><b>PUBLIC NOTICE LAND SALE</b></p> <p>NOTICE is hereby given that Smoky Lake County is offering for sale, by Public Bid, items described as follows:</p> <table border="1" data-bbox="178 903 227 1008"> <thead> <tr> <th>Roll</th> <th>Legal Description</th> <th>Area</th> <th>Title No.</th> <th>Size</th> <th>Electoral Division</th> <th>Zoning</th> </tr> </thead> <tbody> <tr> <td>2202023</td> <td>Plan 1955CL, Block 1, Lot 23</td> <td>Spedden</td> <td>02219119</td> <td>47.014 acres</td> <td>1</td> <td>HG - Hamlet General</td> </tr> </tbody> </table>  <p><b>TERMS:</b> Cash plus G.S.T. Each parcel offered for sale is subject to approval by Council and to the restrictions and conditions contained in the existing Certificate of Title including covenants and/or easements. The purchaser is responsible for the cost of all services including water, sewer, waste, power, sewage gas, sanitary and storm sewer where applicable, and for any and all other costs associated with the sale of the lands (including Transfer of Land).</p> <p>The minimum accepted bid shall be \$3,000.00 (plus GST).</p> <p>Purchaser must submit the required Expression of Interest Form in a sealed envelope marked "EXPRESSION OF INTEREST FORM TO PURCHASE PROPERTY".</p> <p>The aforementioned property is being offered for sale on an "AS IS" basis and the County makes no warranty, representation or guarantee as to the adequacy of surveys, soil conditions, absence of encumbrances or contamination or the developability of the subject lands for any intended use by the Purchaser.</p> <p>No offer will be accepted where the Purchaser attempts to attach conditions precedent to the sale of any parcel. All terms or conditions of sale will be considered other than those specified by Smoky Lake County.</p> <p>Smoky Lake County Council has the full right to reject any or all Expressions of Interest.</p> <p>Note: A copy of the Expression of Interest Form can be obtained online at <a href="http://www.smokylakecounty.ca">www.smokylakecounty.ca</a> or at the Smoky Lake County Office during normal business hours. For further information please contact Irene Rugg, Planning &amp; Development Manager at 780-456-5720 or 780-650-6207.</p> <p><b>Deadline for submitting an Interest is Wednesday October 14, 2020 at 12:00:00 noon.</b></p> <p>Please submit to:              Lucie Clark, Assistant Chief Administrative Officer              Smoky Lake County              4833 McDiagonal Drive, Box 310              Smoky Lake County, Alberta T0A 3C0</p>	Roll	Legal Description	Area	Title No.	Size	Electoral Division	Zoning	2202023	Plan 1955CL, Block 1, Lot 23	Spedden	02219119	47.014 acres	1	HG - Hamlet General
Roll	Legal Description	Area	Title No.	Size	Electoral Division	Zoning											
2202023	Plan 1955CL, Block 1, Lot 23	Spedden	02219119	47.014 acres	1	HG - Hamlet General											

**ACTION LIST:**

**September 24, 2020 County Council Meeting**



MOTION NO.	RESOLUTION	DEPARTMENT	ACTION
1149-20	That Smoky Lake County approve action taken by the Interim Chief Administrative Officer in approving a donation in the amount of \$300.00 on September 8, 2020, with funds allocated from Grants to Individuals and Organizations, to the Smoky Lake Holubka Dancers to be used towards the cost of lunch during the Annual Highway Cleanup along Highway 28, between Waskatenau and Smoky Lake, which was scheduled for September 19, 2020, with 35 members participating, as per the Smoky Lake Holubka Dancers letter request, dated September 2, 2020.	Accounts Payable	Legislative Service emailed a copy of Motion #1149-20 along with the letter request on Sept.25'20, to Accounts Payable.  Cheque # 502'18 dated September 9, 2020.  Municipal File: 7-74
1150-20	That Smoky Lake County approve to provide a AllNet basic micro-website through the County's website at no cost to the Smoky Lake County Community Learning Council (CLC), as requested in the letter received from the Smoky Lake County Community Learning Council (CLC), dated August 28, 2020.	Legislative Services  Communications	Legislative Services emailed a copy of Motion #1150-20 to the CLC to the Secretary Treasurer, Lydia Cielin on Sept.25'20.  AllNet was notified on Aug.27'20 to proceed with the micro-site set up and once it is complete, Communications will be trained on how to add it the website.  Municipal File: 1-102
1151-20	That Smoky Lake County approve to provide an AllNet basic micro-website through the County's website at no cost to the Kinette Club of Smoky Lake, as requested in the letter received from the Kinette Club of Smoky Lake, dated September 23, 2020.	Legislative Services  Communications	Legislative Services emailed a copy of Motion #1151-20 to the Kinette Club of Smoky Lake member Michelle Wright, on Sept.25'20.  AllNet was notified on Aug.27'20 to proceed with the micro-site set up and once it is complete, Communications will be trained on how to add it the website.  Municipal File: 1-102
1152-20	That Smoky Lake County acknowledge receipt of the Thank-You email received from Eunice and Jack Sousa, dated September 9, 2020, in regard to an "amazing job" in resolving a culvert issue at Garner Lake Resort, in good due time, with clean, professional results.	Assistant CAO	A copy of the email as per Motion #1152-20 was provided to the Public Works Manager on Sept.30,2020 by the Assistant CAO to share with co-workers involved in this project.  "Thank-You" acknowledged in the October Grapevine.  Municipal File: Lot 8, Block 1, Plan 2020042

**ACTION LIST:**

**September 24, 2020 County Council Meeting**



MOTION NO.	RESOLUTION	DEPARTMENT	ACTION
1153-20	That Smoky Lake County acknowledge receipt of Alberta Health Services - North Zone Update on COVID-19, dated September 11, 2020, which outlines several links to COVID-19 information resources; and, promote the said links on the County's social media for public awareness.	Communications Assistant CAO	Links posted to Social Media on Oct. 1'20 for awareness. Correspondence retained for future reference in respect to the current pandemic situation. Municipal File: 5-4
1154-20	That Smoky Lake County Council approve Public Works to provide custom work on the lands legally described as Plan 9523091 Lot 19, NE-04-62-13-W4, known as Whitefish Lake Resort, of grading in front of the three 6-yard, front-load waste bins located at 62044 Range Road 133, as an exception to the County not providing custom work to private landowners, in accordance with Policy Statement No. 03-26-01: Custom Work, Section 1.3, as the County has encouraged the landowner to obtain custom work services from private contractors or equipment to perform the required work as per Council's February 24, 2020, Motion #595-20, as there is no such private contractors or equipment available to perform the said work as per a phone call made to the Interim Chief Administrative Officer on September 16, 2020, and therefore, Council authorizes the County Public Works to perform the said work at cost to the owner using standard construction rates upon execution of a Hold Harmless Agreement.	Public Works Manager	The requestor was notified on September 28, 2020 that the custom work took place on September 29, 2020 at a cost of \$120.00; a hold harmless agreement was executed on September 29, 2020.  Land File: Plan 9523091 Lot 19, NE-04-62-13-W4
1155-20	That Smoky Lake County approve to provide an in-kind donation of one tandem load (12 Tonnes) of reject sand valued in the estimated amount of \$180.00 including delivery in the amount of \$228.00 to the Descent of The Holy Spirit Ukrainian Catholic Church of Waskatenau, in response to the letter request from Randy Orichowski, Vice-President, Descent of The Holy Spirit Ukrainian Catholic Church of Waskatenau, dated September 24, 2020.	Public Works Manager	One load of sand was delivered as per motion #1155-20 on September 30, 2020.

**ACTION LIST:**

**September 24, 2020 County Council Meeting**



MOTION NO.	RESOLUTION	DEPARTMENT	ACTION
1157-20	<p>That Smoky Lake County accept the verbal counter-offer of a flat fee in the amount of \$10,000.00 (Ten Thousand Dollars) from Cody Hrehorets owner of CLH Group Inc. relating to the September 1, 2020, Council Motion # 1116-20 offering CLH Group Inc., to mine for sand and gravel within the municipally controlled road allowance adjacent to RL-10-58-17-W4M (Victoria Settlement).</p>	<p>Planning &amp; Dev.</p>	<p>The Planning and Development Manager sent a letter to Mr. Cody Hrehorets, owner of CLH Group Inc., dated September 29, 2020, informing Mr. Hrehorets of Council's decision to accept his counterproposal, dated September 1, 2020, of a \$10,000.00 flat fee for extraction of gravel and sand within the municipally controlled road allowance adjacent to RL-10-58-17-W4M (Victoria Settlement).</p> <p>September 29, 2020</p> <p>CLH GROUP INC. ATTN: CODY HREHORETS REQ: ANDREW, AB T08 000</p> <p>Email: <a href="mailto:cody.clhgroup@outlook.com">cody.clhgroup@outlook.com</a></p> <p>RE: Request to Extract Aggregate from County-Controlled Road Allowance RL-10-58-17-W4M (Victoria Settlement)</p> <p>Sent by: Email</p> <p>Dear Mr. Hrehorets,</p> <p>Thank you for your inquiry regarding the extraction of aggregate from the undeveloped government road allowance located adjacent to the east side of River Lot 10 of Victoria Settlement. As you are aware, on September 1, 2020, Smoky Lake County Council passed a motion to allow CLH Group Inc. to mine for sand and gravel in said road allowance in exchange for a \$3.00/tonne royalty based on a minimum of 2,500 tonnes.</p> <p>Subsequently, you made a counterproposal on September 1, 2020, of a flat fee of \$10,000.00 in exchange for any and all gravel that you are able to extract from the said road allowance. I wish to inform you that Smoky Lake County Council passed a motion at its September 24, 2020 meeting to accept your offer and to provide its consent to you to extract gravel from said road allowance.</p> <p>Prior to you commencing operations within the road allowance, you shall provide payment of the \$10,000.00 to Smoky Lake County for said gravel. Please make arrangements with the undersigned to provide the payment at your earliest convenience.</p> <p>Please let me know if you have any questions.</p> <p>Best Regards,</p>  <p>Jacobus Ruegg Planning &amp; Development Manager, Smoky Lake County</p>  <p>4633 - Michoulet Drive, PO Box 310 Smoky Lake, Alberta T0A 3C0 Phone: (780) 654-7220 Fax: (780) 654-7227 Web: <a href="http://www.smokylake.ca">http://www.smokylake.ca</a></p> <p>W:\C\Cur_M\AggrP_Raskajala\smok\lan\Smoky Lake\on\res\16\Tentov</p> <p>Land File: RL-10-58-17-W4M</p>

**ACTION LIST:**

**September 24, 2020 County Council Meeting**

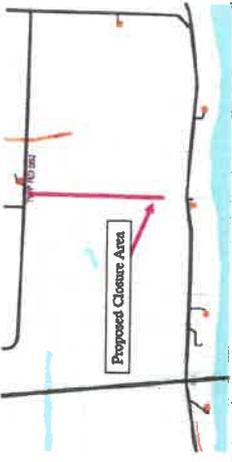


MOTION NO.	RESOLUTION	DEPARTMENT	ACTION						
1158-20	That Smoky Lake County execute a Tax Agreement with the owners of Property Tax Roll Number 12592121, legally described as SW-21-59-12-W4, to recover arrears with a payment schedule of \$210.00 per month for a period of 24 months effective October 2020 to October 2023, in accordance with Policy Statement No 12-01-01: Tax Agreement.	Accounting / Tax Clerk	The Owner of property has been notified of Motion #1158-20 as of Oct.1'20.						
1159-20	That Smoky Lake County approve to allocate funding from the 2020 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: <table border="1" data-bbox="803 1102 1209 1858"> <thead> <tr> <th data-bbox="803 1102 885 1249">Community Group</th> <th data-bbox="803 1249 885 1564">Eligibility</th> <th data-bbox="803 1564 885 1858">Funding</th> </tr> </thead> <tbody> <tr> <td data-bbox="885 1102 966 1564">Smoky Lake Minor Hockey Association</td> <td data-bbox="885 1249 1209 1564">"Respect in Sport Program" to train leaders and volunteers to promote and build upon sportsmanship and leadership for a safe positive environment for children, parents, coaches &amp; referees.</td> <td data-bbox="885 1564 1209 1858">\$2,000.00</td> </tr> </tbody> </table>	Community Group	Eligibility	Funding	Smoky Lake Minor Hockey Association	"Respect in Sport Program" to train leaders and volunteers to promote and build upon sportsmanship and leadership for a safe positive environment for children, parents, coaches & referees.	\$2,000.00	Accounts Payable	Legislative Service emailed a copy of Motion #1159-20 along with the FCSS Grant application on Sept.25'20, to Accounts Payable.  Cheque # 50299 dated September 29, 2020.
Community Group	Eligibility	Funding							
Smoky Lake Minor Hockey Association	"Respect in Sport Program" to train leaders and volunteers to promote and build upon sportsmanship and leadership for a safe positive environment for children, parents, coaches & referees.	\$2,000.00							

**ACTION LIST:**

**September 24, 2020 County Council Meeting**



MOTION NO.	RESOLUTION	DEPARTMENT	ACTION
1162-20	<p>That Smoky Lake County scheduled a <b>Public Hearing</b> for Thursday, October 22, 2020 at 1:00 p.m., to be held virtually, through Electronic Communication Technology as per Bylaw No. 1376-20 and in County Council Chambers to obtain public input in regard to the proposed Road Closure Bylaw No. 1380-20; and advertise the said Public Hearing as per Sections 230 and 606 of the Municipal Government Act.</p>	<p>Planning &amp; Dev. Communications</p>	<p>The Planning and Development Department prepared a Public Notice respecting proposed road closure Bylaw 1380-20. Said Notice was advertised in both the Smoky Lake Signal and the Redwater Review the weeks of October 5, 2020 and October 12, 2020. Said Notice was also posted to the County's website on September 29, 2020.</p> <div style="text-align: center;">  <p>4812 McDougall Drive, P.O. Box 310, Smoky Lake, AB T0A 3C0 Phone: 780-455-3728 Email: <a href="mailto:communications@smoky.lake.ab.ca">communications@smoky.lake.ab.ca</a> Website: <a href="http://www.smoky.lake.ab.ca">www.smoky.lake.ab.ca</a></p> </div> <div style="border: 1px solid black; padding: 5px; margin: 10px auto; width: fit-content;"> <p><b>NOTICE OF PUBLIC HEARING - ROAD CLOSURE BYLAW 1380-20</b></p> </div> <p>TAKE NOTICE, that pursuant to the Section 230 and Section 606 of the Municipal Government Act, the Council of Smoky Lake County is proposing to adopt Bylaw 1380-20 to close a portion of Undeveloped Government Road Allowance, located along the East Side of River Lot 10 (Victoria Settlement).</p> <div style="text-align: center;">  </div> <p>The Public Hearing to obtain public input on proposed Bylaw No. 1380-20 will be held at the location and on the date and time as follows:</p> <p>Date: October 22, 2020 Time: 1:15 p.m. Place: Virtual through Zoom Platform, visit: <a href="http://www.smoky.lake.ab.ca">www.smoky.lake.ab.ca</a></p> <p>AND FURTHER TAKE NOTICE THAT anyone wishing to make a verbal or written representation may do so at the hearing, or by providing the representation to the County's Chief Administrative Officer before 4:00 p.m. on Wednesday, October 14, 2020. <i>It would be beneficial for individuals to provide advance notice to the County at (780) 455-3730 of their intention to make a presentation at the hearing.</i></p> <p>AND FURTHER TAKE NOTICE THAT a copy of the proposed Bylaw may also be inspected online at <a href="http://www.smoky.lake.ab.ca">www.smoky.lake.ab.ca</a>.</p> <p>Jordan Ruegg Planning &amp; Development Manager/ Development Authority Officer Smoky Lake County 4812 McDougall Drive, Box 310, Smoky Lake, AB T0A 3C0</p>

**ACTION LIST:**

**September 24, 2020 County Council Meeting**



MOTION NO.	RESOLUTION	DEPARTMENT	ACTION
1167-20	That Smoky Lake County Council authorize the appointed member to CCI Wireless - Corridor Communications Inc. board: Mr. Craig Lukinuk, to undertake the vote concurrent to the discussion held in Executive Session on September 24, 2020, in regard to a Board of Director's Meeting of Corridor Communications Inc. scheduled for September 25, 2020.	Assistant CAO	The Reeve did attend the meeting as per Motion #1167-20 via teleconference. The appropriate documents were executed by the Reeve and forwarded electronically to CCI on Sept.27,20.
1169-20	That Smoky Lake County forward the correspondence from Florian Gabriel, Managing Director, Swich Services Inc, dated August 17, 2020 in regard to reducing Greenhouse Gas Emissions when creating rink or arena ice, to the Agricultural Societies and Curling Clubs in the Smoky Lake Region.	Legislative Services	On September 25, 2020, Legislative Services emailed the correspondence as per Motion # 1169-20 to representatives of: Vilna Curing Club, Vilna Ag Society, Bellis Curling Club, Smoky Lake Curling Club, Victoria Trail Ag. Society and Smoky Lake Ag Society.  Municipal File: 4-19
1170-20	That Smoky Lake County take no action to the correspondence received from Ken Crutchfield, President, North Saskatchewan Watershed Alliance Society (NSWA), dated September 1, 2020 in regard to the NSWA 2019-2020 Annual Report and invoice for a Municipal Funding Contribution to NSWA, as Smoky Lake County is not currently a member of NSWA.	Assistant CAO	Legislative Services emailed 'leah.kongsrude@nswa.ab.ca' a copy of Motion #1170-20 on Sept.24'20 with regrets that Smoky Lake County is not positioned to financially support NSWA at this time.  Municipal File: 4-35

**ACTION LIST:**

**September 24, 2020 County Council Meeting**



MOTION NO.	RESOLUTION	DEPARTMENT	ACTION
1171-20	That Smoky Lake County Public Works provide Council a cost estimate for removing sediment and debris left by the spring melt-water and rainwater runoff on the lands legally described as River Lots 11 and 12, Lobstick Settlement, along Victoria Trail, and bring the information forward to the next scheduled Council Meeting for further discussion, in response to the letter request from William (Bill) Sadoway, dated September 4, 2020.	Public Works Manager	The 250m long drainage ditch initially viewed in spring was covered with water. Mr. Sadoway assumed the ditch was totally silted in. now that the ditch is dry, further inspection shows little or no silt. The reason for water backup is a dam 30 meters east of where the channel enters the bush. The Public works Manger & Mr. Sadoway met and walked the area together on Oct. 1'20. Solution: half hour of backhoe time Municipal File: River Lots 11 and 12
1172-20	That Smoky Lake County acknowledge receipt and write a letter of congratulations to Metis Crossing in response to the copied letter received by Trevor Anderson, Economic Development Manager, Metis Economic Trade and Industrial Services Corporation dated September 10, 2020, from Alberta Utilities Commission in regard to the Metis Crossing Solar Project, Proceeding No. 25634, Application No. 25634-A001 and No. 25634-A002.	CAO Planning & Dev	<p>The Planning and Development Manager sent a letter to Trevor Anderson, Economic Development Manager, Metis Economic Trade and Industrial Services Corporation, dated September 29, 2020, congratulating the Metis Nation of Alberta on their successful application for a Community Generating Unit for the Metis Crossing Solar Project.</p> <p>September 29, 2020</p> <p>MÉTIS ECONOMIC TRADE AND INDUSTRIAL SERVICES CORPORATION ATTN: TREVOR ANDERSON 100-11738 KINGSWAY NW EDMONTON, AB T5G 0J5</p> <p>RE: Notification of Community Generating Unit Decision – Metis Crossing Solar Project Proceeding 25634-A001 and 25634-A002</p> <p>Sent by: Mail</p> <p>Dear Mr. Anderson,</p> <p>It is my great pleasure to write to you on behalf of Smoky Lake County to offer my congratulations to you on the recent decision from the Alberta Utilities Commission, dated September 9, 2020, respecting the Metis Crossing Solar Project's Community Generating Unit component.</p> <p>Smoky Lake County is excited to be chosen as the location for this significant investment made by the Metis Nation of Alberta as we believe that the Metis Crossing Solar Project will provide significant economic, social and environmental benefits to our residents and community. Moreover, we believe that this Project demonstrates the positive and mutually-beneficial relationship between the Metis Nation of Alberta and Smoky Lake County, a relationship that we hope to continue to cultivate as the plans of the Metis Crossing site evolve.</p> <p>We believe that the future of energy lies with the transition to more sustainable forms of energy and unequivocally offer our support to this project. We encourage sustainable development practices and the use of alternative energy sources such as those proposed for the Metis Crossing site, and believe that the Project aligns with the energy priorities established by the province. Again, I wish to reiterate our support for the Metis Nation's proposed solar project at the Metis Crossing site and our continued commitment to help the Metis Nation of Alberta realize its vision for the Metis Crossing site.</p> <p>Sincerely, <i>Ernie Lulinski</i> Ernie Lulinski Reeve, Smoky Lake County</p> <p>Municipal File: 61-42</p>

**ACTION LIST:**

**September 24, 2020 County Council Meeting**



MOTION NO.	RESOLUTION	DEPARTMENT	ACTION
1173-20	<p>That Smoky Lake County provide a letter of support to Metis Nation Holdings Ltd. for their grant application to the Community Facility Enhancement Program (CFEP) Grant, Large Funding Stream, for funding assistance of ongoing renovations to the Metis Crossing Nekinan (housing complex), located at 4607-52nd Avenue, Smoky Lake, legally described as Plan 8621882, Lot 1, in response to the letter request from Ron Harrison, Metis Nation Holdings Ltd., dated September 14, 2020.</p>	<p>CAO Planning &amp; Dev</p>	<p>The Planning and Development Manager sent a letter to Ron Harrison of Metis Nation Holdings Ltd. for their grant application to the Community Facility Enhancement Program (CFEP) Grant, Large Funding Stream, for funding assistance for ongoing renovations of Metis Crossing Nekinan (housing complex), 4607-52nd Avenue, Smoky Lake, legally described as Plan 8621882, Lot 1.</p> <p>September 29, 2020</p> <p>METIS NATION HOLDINGS LTD. ATTN: RON HARRISON 36 AIRPORT ROAD EDMONTON, AB T5G 0W7</p> <p>RE: Metis Nation of Alberta CFEP Grant Application – Metis Crossing Nekinan</p> <p>Sent by: Mail</p> <p>Dear Mr. Harrison,</p> <p>It is my great pleasure to write to you on behalf of Smoky Lake County and to offer the County's support to the Metis Nation of Alberta's application to the Community Facility Enhancement Program (CFEP), Large Funding Stream, to support Metis Crossing Nekinan. Smoky Lake County wishes to acknowledge the investment that the Metis Nation has made in our community which has allowed for the repurposing and utilization of the former Smoky Lake Continuing Care Centre into a viable building which will house staff, volunteers, instructors and other support workers for Metis Crossing.</p> <p>The repurposing of the former Smoky Lake Continuing Care Centre aligns with Smoky Lake County's strategic vision and will provide a much-needed asset in our community. Specifically, this project will support the goals and objectives of the recently adopted Victoria District Economic Development Strategy, by providing much needed workers' accommodations within the community, which will help support the Strategy's focus on increasing tourism within the Smoky Lake Region.</p> <p>This unique partnership between the Province, Smoky Lake County, the Town of Smoky Lake and the Metis Nation of Alberta, is an example of how governments can work with the private sector and Indigenous groups for the betterment of the community and all of its members. Smoky Lake County looks forward to continuing to cultivate its relationship with the Metis Nation of Alberta and to grow and enhance our communities together for years to come!</p> <p>Sincerely, <i>Craig Lulimuk</i> Craig Lulimuk, Reeve, Smoky Lake County</p> <p>Municipal File: 7-25</p>

**ACTION LIST:**

**September 24, 2020 County Council Meeting**



MOTION NO.	RESOLUTION	DEPARTMENT	ACTION
1174-20	<p>That Smoky Lake County Public Works Department install fence posts along the southern property line of Métis Crossing Nekinan (housing complex), located at 4607-52nd Avenue, Smoky Lake, legally described as Plan 8621882, Lot 1, which is adjacent to the County's Main Office, located at 4612 McDougall Drive, Smoky Lake, legally described as Plan 8621882, Lot 2, as a way to deter vehicle traffic, and promote an enhanced walking experience for pedestrians in response to the letter request from Ron Harrison, Metis Nation Holdings Ltd., dated September 14, 2020.</p>	<p>Planning &amp; Dev</p>	<p>The Planning and Development Manager sent a letter to Ron Harrison of Metis Nation Holdings Ltd. informing him of Council's decision to install fence posts along the southern property line of Métis Crossing Nekinan (housing complex), 4607-52nd Avenue, Smoky Lake, legally described as Plan 8621882, Lot 1, to deter vehicle traffic, and to promote an enhanced walking experience for pedestrians.</p> <p><b>RE:</b> Métis Crossing Nekinan – Installation of Posts &amp; Removal of Fencing Sent by: Mail Dear Mr. Harrison,</p> <p>Thank you for letter dated September 14, 2020, requesting Smoky Lake County to install new posts along the south property line of 4607-52nd Avenue (Métis Crossing Nekinan) and the north property line of 4612 McDougall Drive (Smoky Lake County main office) &amp; proposing the removal of the fence located on the property line of these two properties.</p> <p>I wish to inform you that at the September 24, 2020 meeting of Smoky Lake County Council, your requests were considered by Council, and it was agreed that Smoky Lake County would install new posts along the property line at the earliest convenience of the County's Public Works Department. Furthermore, Smoky Lake County Council has agreed to the removal of the fence between the two properties and will have the County's Public Works Department dismantle and remove the fence at its convenience. Additionally, Smoky Lake County Council would like to propose that the fencing be donated to the County for use as screening at its waste transfer station in Spedden, if said fencing is not required by Nekinan for other purposes.</p> <p>In addition to your requests that have been outlined above, your letter indicated that you would be interested in turning a discussion of how the underutilized space located between Métis Crossing Nekinan and the County office could be better utilized by both parties. Smoky Lake County Council is willing to begin these discussions and would like to schedule a meeting with you at your earliest convenience to begin consideration of possible alternatives. Please contact the undersigned to arrange a meeting to begin these discussions.</p> <p>On behalf of Smoky Lake County, I wish to reiterate the County's commitment to Métis Crossing Nekinan and that the County looks forward to continue to build upon the positive relationship that we have with the Métis Nation of Alberta.</p> <p>Sincerely,</p>  Jordan Ruegg Planning & Development Manager, Smoky Lake County  <p>4612 – McDougall Drive, PO Box 810                  Smoky Lake, Alberta T0A 5C0                  ☎: 1-800-656-3739 / c: (780) 650-5007                  ✉: <a href="mailto:info@smokylakecounty.ab.ca">info@smokylakecounty.ab.ca</a></p> <p>© 2020 Smoky Lake County                  69% Cdn. / 31% US / 100% Recycled / Smoky Lake on Treaty 6 Territory</p> <p>CC: Gene Schibeleck, Chief Administrative Officer, Smoky Lake County, <a href="mailto:gene.schibeleck@smokylakecounty.ab.ca">gene.schibeleck@smokylakecounty.ab.ca</a>                  Kyle Schuch, Planning, Development &amp; Neighbourhood Services, Smoky Lake County, <a href="mailto:kyle.schuch@smokylakecounty.ab.ca">kyle.schuch@smokylakecounty.ab.ca</a></p>



**ACTION LIST:**

**September 24, 2020 County Council Meeting**



MOTION NO.	RESOLUTION	DEPARTMENT	ACTION
1176-20	<p>That Smoky Lake County acknowledge receipt of the letter from the land owners of the lands legally described as NW-34-58-16-W4, Plan 7722728, Block 1, dated September 14, 2020, inquiring about the process of closing a portion of undeveloped County road allowance adjacent to their property, to which, the Planning and Development Department responded with the requested information.</p>	<p>Planning &amp; Dev</p>	<p>An email reply was previously sent on September 21, 2020 providing the avenue for application to close the road allowance.</p> <p>Subject: Road Closure Attachments: Road Closure.pdf</p> <p>Good Afternoon Drew Family,</p> <p>Thank you for your letter regarding the closure of an undeveloped road allowance. As an update, the letter will be added to the next County Council agenda for this Thursday September 24, 2020 as correspondence. The requested closure is slightly more complicated in the fact that Range Road #62A depends from the road allowance.</p> <p>We are able to assist you in making application to close this portion of road as detailed in your letter. County Policy 05.16 speaks to the process and referrals required, including a \$500 application fee.</p> <p>It would be worthwhile to have a discussion by phone or in-person if you are able, so that we can discuss this further and determine a best path forward. Could you please let Jordan and myself know your availability? Thank you!</p> <p>Best Regards,</p> <p>Kyle Schiele Planning, Development, &amp; Heritage Assistant Smoky Lake County</p>  <p>4832 - McLaughlin Drive, PO Box 510 Smoky Lake, Alberta T0A 3C9 e: <a href="mailto:Info@smokylakecounty.ab.ca">Info@smokylakecounty.ab.ca</a> p: (403) 739-2796 ext. 2334 / c: (780) 470-5093 w: <a href="http://www.smokylakecounty.ab.ca">www.smokylakecounty.ab.ca</a></p>
1177-20	<p>That Smoky Lake County take no action to erect Snake Crossing traffic signs along the Victoria Trail between Highway 855 and Métis Crossing, as requested in the letter received from Krista Leddy, Métis Crossing, Experience Development Coordinator, dated September 21, 2020, due to concerns with overloading the roadsides with traffic signage and with setting precedent in erecting such signage throughout the County.</p>	<p>Planning &amp; Dev</p>	<p>An email was sent to Krista Leddy informing her of the decision on September 30, 2020. Notices were also published to the County Website, Social Media, and the Grapevine.</p>  <p>As autumn approaches, various species of wildlife are on the move, such as garter snakes in the North Saskatchewan River Valley, and along Victoria Trail – please drive safely, SLOW DOWN, and avoid wildlife on roadways.</p> <p>***</p> <p>For more information about snakes in Alberta, please visit <a href="#">here</a> and <a href="#">here</a>.</p> <p>Municipal File: 1-90</p>

**ACTION LIST:**

**September 24, 2020 County Council Meeting**



MOTION NO.	RESOLUTION	DEPARTMENT	ACTION
1178-20	<p>That Smoky Lake County provide a joint letter of support from the County and Town of Smoky Lake to Portage College in respect to their Virtual Tourism Project: Whitefish Lake - Lac La Biche Region - Indigenous Virtual Tourism Action Plan, in response to the information provided by Portage College received by Council on September 24, 2020.</p>	<p>Planning &amp; Dev</p>	<p>A Letter of Support was sent jointly with the Town on September 29, 2020.</p> <div style="text-align: center;">   </div> <p>September 29, 2020            Portage College            Attn: Nancy Broadbent, President and CEO            Box 417, 5531-54 Ave            Lac La Biche, AB T0A 2C0V            Email: <a href="mailto:Nancy.Broadbent@portagecollege.ca">Nancy.Broadbent@portagecollege.ca</a></p> <p style="text-align: right;">Sent Via Email</p> <p>Re: Letter of Support – Indigenous Virtual Tourism Action Plan            To Portage College:</p> <p>On behalf of the Town of Smoky Lake and Smoky Lake County, we are pleased to provide this letter of Support to Portage College. Together, the Town and County have embarked on an Economic Development Strategy, focusing on heritage, culture, and experiential tourism for the Victoria District. This includes the especially rich Ukrainian and Indigenous background of our region. In this way, we view this initiative as being perfectly complimentary to our ongoing efforts.</p> <p>The Town of Smoky Lake and Smoky Lake County commits to contributing assistance where possible to the project, including historical resources, research, mapping, and GIS information.</p> <p>The Town of Smoky Lake and Smoky Lake County are pleased to confirm an in-kind contribution of \$250. (The value of the in-kind contribution has been calculated as wages for an Administrative Assistant \$25 per hour x 10)</p> <p>For more information, please contact the Planning, Development &amp; Heritage Assistant Kyle Scholz, or Community Economic Development Officer Michelle Wright at 780-656-3730. We look forward to participating in the development and promotion of this project and witnessing the successful results thereof.</p> <p>Yours truly,</p> <div style="display: flex; justify-content: space-around;"> <div style="text-align: center;">               Craig Lohmink,              Reeve, Smoky Lake County              County Office: 780-656-3730           </div> <div style="text-align: center;">               Holly Hovavychuk              Mayor, Town of Smoky Lake              Town Office: 780-656-3730           </div> </div>

Municipal File: 17-9

**ACTION LIST:**

**September 24, 2020 County Council Meeting**

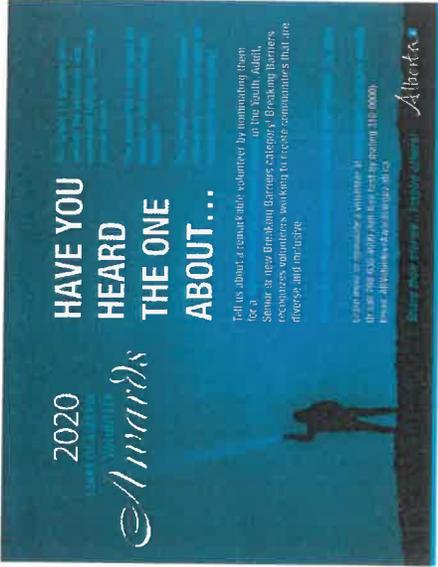


MOTION NO.	RESOLUTION	DEPARTMENT	ACTION
1179-20	<p>That following correspondence released to Smoky Lake County Council in accordance with Policy Statement No. 01-28-01: Regular County Council Meeting: Issues for Information and Information Releases, for the month of July and August 2020, be filed for information:</p> <ul style="list-style-type: none"> <li>➤ R51-20 - Bob Beck, CAO, Beaver County, dated August 20, 2020, in regard to District 5 Resolutions,</li> <li>➤ R52-20 – Rural Municipalities of Alberta (RMA), Contact Newsletter, dated August 28, 2020,</li> <li>➤ R56-20 – Aspen View Public Schools Board Highlights newsletter, dated September 10, 2020,</li> <li>➤ R57-20 – Alberta Agriculture - Food Directories in Alberta. and, Council <b>acknowledge receipt</b> of the following correspondence released in accordance with same:</li> <li>➤ R53-20 – James Cardinal, President, Region 1, Jason Ekeberg, Vice President, Region 1, Metis Nation of Alberta, dated August 21, 2020 in regard to County of Lac La Biche Hate Speech Incidences,</li> <li>➤ R54-20 – John Burrows, Mayor, Woodlands County, dated August 19, 2020 in regard to the Provincial Assessment Model Review.</li> </ul>	Assistant CAO	<p>Filed for information:</p> <p>R51-20 - Bob Beck, CAO, Beaver County, dated August 20, 2020, in regard to District 5 Resolutions, Municipal File: 1-15</p> <p>R52-20 – Rural Municipalities of Alberta (RMA), Contact Newsletter, dated August 28, 2020, Municipal File: N/A filed in the Agenda Package</p> <p>R56-20 – Aspen View Public Schools Board Highlights newsletter, dated September 10, 2020, Municipal File: 17-4</p> <p>R57-20 – Alberta Agriculture - Food Directories in Alberta. Municipal File: 62-15</p> <p><b>Acknowledge receipt</b></p> <p>R53-20 – James Cardinal, President, Region 1, Jason Ekeberg, Vice President, Region 1, Metis Nation of Alberta, dated August 21, 2020 in regard to County of Lac La Biche Hate Speech Incidences, Municipal File: 7-25</p> <p>R54-20 – John Burrows, Mayor, Woodlands County, dated August 19, 2020 in regard to the Provincial Assessment Model Review. Municipal File: 1-15</p> <p>R55-20 – Addressed in Motion #1181-20.</p>

**ACTION LIST:**

**September 24, 2020 County Council Meeting**



MOTION NO.	RESOLUTION	DEPARTMENT	ACTION
1181-20	That Smoky Lake County Council approve action taken by Administration in advertising on the Year-2020 Stars of Alberta Volunteer Awards Self-Nomination as the deadline to nominate was September 15, 2020.	Communications	<p>Advertised in the September Grapevine and on social media.</p>  <p>2020 Stars of Alberta Volunteer Awards</p> <p><b>HAVE YOU HEARD THE ONE ABOUT...</b></p> <p>Tell us about a remarkable volunteer by nominating them for a Star in our new Breakdown Barriers category! Breaking barriers across the province is what we're looking for: extraordinary people who are diverse and inclusive.</p> <p>Learn more or nominate a volunteer by clicking the link below. All nominations must be received by August 31st, 2020.</p> <p><a href="http://www.alberta.ca">www.alberta.ca</a></p> <p>Alberta</p>

Municipal File: 1181-20



# Reeve's Report

**For September 17, 2020 to October 14, 2020**

renovations to the Métis Crossing Nekinan (housing complex) at 4607-52nd Ave, Smoky Lake, and provide assistance in removing portions of fence and installing new fence posts at the location.

- Agreed to provide a joint letter of support from the County and Town to Portage College in respect to their Virtual Tourism Project: Whitefish Lake - Lac La Biche Region - Indigenous Virtual Tourism Action Plan.

September 30, 2020 – Ukrainian Twinning MOU Signing held in Chambers/Virtually: (Craig, Johnny, Lorne)

- Witnessed the Kosiv District, Ivano – Frankivska Oblast, Ukraine representatives execute the Memorandum of Understanding on Cooperation between Kosiv District, Ivano-Frankivska Oblast, Ukraine, and Smoky Lake Region, which was executed by Smoky Lake region on January 27, 2020.

October 1, 2020 – Meeting with Members of Parliament Shannon Stubbs and Lianne Rood: (Craig)

- Discussion on Smoky Lake County Declaration of Agriculture Natural Disaster.
- Gave Lianne Rood Shadow Minister for Agriculture Stats on unseeded and unharvested Crops.
- Discussion on Permanent Residency application for Dr. Lourens.

October 2, 2020 – Victoria District Economic Development Strategy Implementation Working Group meeting held Virtually: (Craig)

- Acknowledged the County Planning & Development Department, and Community Economic Development Officer prepare a public engagement and consultation strategy.
- Set up three new sub-committees: Public Engagement Sub-Committee, Corporate Structure and Partnership Agreements Sub-Committee, Funding Options Sub-Committee

October 5, 2020 – Metis Crossing Ground-breaking Ceremony: (Craig)

- Attended Ground-breaking ceremony for the new 40 suite Boutique Lodge currently being built at Metis Crossing.
- Rick Wilson, Alberta Minister of Indigenous Relations from the Province contributed 1 Million towards the new 40 Suite Boutique Lodge.
- Shae Bird of Indigenous Tourism Alberta spoke about the positive impact Metis Crossing will have for the Smoky Lake Region.
- Reviewed floor plans of the new Lodge being built.

October 8, 2020 – Committee of the Whole Meeting held in Chambers/Virtual: (All Council)

- Held Executive Session to discuss a Personnel: in respect to the Collective Agreement between Smoky Lake County and the International Union of Operating Engineers, Local Union No. 955 Bargaining, and Record of Communication, dated July 15, 2020, under the authority of FOIP Act: Section 27: Privileged Information and Section 24: Advice from Officials.
- Made a recommending motion to provide funding in the amount of \$85,000, if the Town of Smoky Lake provides the same amount to extend the size of the Gymnasium being incorporated into the new H. A. Kostash School in Smoky Lake, from 595 square meters to 668 square meters, for the purpose of creating the ability of hosting Provincial Tournaments.

October 9, 2020 – Victoria District Economic Development Strategy Implementation Working Group meeting held Virtually: (Craig)

- Discussed exploring value-added attractions.
- Discussed pursuing a developing an Infrastructure Plan which considers roads, water supply, wastewater management, waste management, telecommunication networks, and electricity, that will sustain the future tourism & community needs, and determine the cost for future years.



## Reeve's Report

**For September 17, 2020 to October 14, 2020**

October 14, 2020 – County Agricultural Service Board Meeting held in Chambers/Virtually: (All Council)

- Received the finalized Mowing and Spraying maps of areas completed in 2020.
- Approved discouraging dumping of wire, rocks, etc. in road right of ways through Social Media.
- Received and a verbal update from the Cropping Coordinator, Lakeland Agricultural Research Association (LARA).
- Acknowledged receipt of the Minister, Agriculture and Forestry, email dated September 3, 2020, who wrote in response to the County's Declaration of a Municipal State of Agriculture Disaster, that a provincial re-assessment is to be done in the fall based on how existing programs respond to determine if there is further need for disaster programming.
- Agreed to write a letter to Association of Alberta Agricultural Fieldmen and cc the MLA regarding random unfulfilled ASB Grant Funding across the Province.

October 14, 2020 – County Environmental Operations Meeting held in Chambers/Virtually: (All Council)

- Discussed an interested party's request for Water and Wastewater Services at the edge of Warspite as there is no current services close by to tie into.
- Received the cancellation announcement of the Solid Waste Association of North America (SWANA) Northern Lights Chapter (NLC) 26<sup>th</sup> Annual Conference, due to COVID-19.

October 14, 2020 – County Fire Protective Meeting held in Chambers/Virtually: (All Council)

- Agreed to cost share the Waskatenau Fire Hall Addition for the Rapid Attack Unit 462 Shelter based on a 50/50 funding formula with the County's portion in the total amount not to exceed \$15,000.
- Agreed in principal to support the increase of the Smoky Lake County Emergency Services Levels of Service to include Water Rescue and Ice Rescue, and will discuss further at the Regional Fire & Rescue Committee Meeting re-scheduled to November 12, 2020 at 1:00 p.m.
- Discussed Jack Pine Wildfire at Township Road 590A and Range Road 161 of October 6, 2020 to October 12, 2020 which burnt 12.91 hectares with ground fires 6-8 inches deep.

October 14, 2020 – County Natural Gas Meeting held in Chambers/Virtually: (All Council)

- Reviewed Policy Statement No. 09-18-02: Natural Gas Grain Dryer for amendment at the next Council Meeting.
- Approved to advertise the Federation of Alberta Gas Co-ops Ltd.'s Achievement Award in the amount of \$1,000.00 for eligible rural students entering post-secondary education who are Children of co-operative members of gas utilities within the Federation of Alberta Gas Co-ops, as well as, children or landowners who are serviced by gas member towns, villages, counties, or bands, on social media.

Sincerely,

Craig Lukinuk, Smoky Lake County Reeve



5.1.H.a.

**10**  
GOALS

**0%**  
GOAL COMPLETION

**DOUG PONICH**

Goal	Progress Update	Current Completion
<p><b>Public Works Manager Work Plan</b></p> <ul style="list-style-type: none"> <li>→ Public Works Department Daily/Weekly/Monthly Plan: 100%</li> <li>→ Maintenance (PW Manager): 100%</li> </ul>	<p><b>Doug Ponich:</b>  <b>Achievements:</b> Grader road maintenance in all divisions.</p> <p>Culverts installed this period:</p> <ul style="list-style-type: none"> <li>- Approach at 60343 - RR 141. Sept. 15 Div. 1</li> <li>- TWP 592, 600 m. west of RR 175. Sept. 16 Div. 3</li> <li>- Approach at 59125 - RR 183. Sept. 16 Div. 3</li> <li>- TWP 592, 650 m. west of RR 171. Sept. 17 Div. 3</li> <li>- TWP 584, 300 m. east of RR 145. Sept. 18 Div. 2</li> <li>- RR 192, 850 m. north of TWP 604. Sept. 21 Div. 5</li> <li>- RR 174, 950 m. north of TWP 602. Sept. 22 Div. 4</li> <li>- TWP 592, 60 m. west of RR 192. Sept. 23 Div. 5</li> <li>- RR 161, 200 m. south of TWP 595A. Sept. 24 Div. 4</li> <li>- RR 145, 550 m. north of TWP 584. Sept. 25 Div. 2</li> <li>- RR 195, 150 m. south of HWY 28. Sept. 29 Div. 5</li> <li>- TWP 594, 100 m. east of RR 130. Sept. 30 Div. 2</li> <li>- TWP 594, 100 m. east of RR 180. Oct. 1 div. 5</li> <li>- West approach along RR 170, 750 m. north of TWP 584A. Oct. 1 Div. 3</li> <li>- RR 191, 1.5 km. south of TWP 590. Oct. 2 Div. 5</li> </ul>	<p>0% 93% behind</p> <p>4% 4.31 / 100% 89% behind</p> <p>0% 0 / 100% 93% behind</p>

- TWP 604, 3.1 km. west of RR 155. Oct. 5 Div. 4
  - TWP 592, 400 m. east of RR 200. Oct. 6 Div. 5
  - TWP 594, 120 m. east of RR 200. Oct. 7 Div. 5
  - Approach at 20007 - TWP 590. Oct. 7 Div. 5
  - Approach at 18329 - TWP 582A. Oct. 8 Div. 3
  - South approach along TWP 583A, 110 m. west of RR 184. Oct. 8 Div. 3
  - Approach at 60111 - RR 183. Oct. 9 Div. 5
  - RR 162, 1.3 km. south of HWY 28. Oct. 13 Div. 3
  - RR 141, 800 m. south of TWP 582. Oct. 14 Div. 2
  - RR 141, 650 m. south of TWP 582. Oct. 14 Div. 2
- Patching:
- RR 122, south of HWY 28. Sept. 15, 16 Div. 1
  - RR 124, north of HWY 28. Sept. 16 Div. 1
  - 58551- RR 182. Sept. 17 Div. 3
  - East entrance to Vilna. Sept. 18 Div. 1
  - RR 130, north of TWP 600 at bridge. Sept. 22 Div. 1
  - Mons Lake Resort; RR 164 north and south of beach. Sept. 24 Div. 4
  - Culvert crossing at #357 Mons Lake Drive. Sept. 24 Div. 4
  - 60073 - RR 162. Sept. 24 Div. 4
  - Int RR 161 & TWP 595A. ( Edward ) Sept. 24 Div. 4
  - 60452 - RR 191. Sept. 25 Div. 5
  - RR 191, north of TWP 604. Sept. 28 Sept. 28 Div. 5
  - RR 180, TWP 600 - 595. Sept. 28 Div. 5
  - TWP 592, RR 174 - HWY 855. Sept. 29 Div. 3
  - TWP 592, HWY 855 - RR 172. Sept. 30 Div. 3
  - Victoria Trail, east of HWY 855. Oct. 1 Div. 3
  - RR 174, north of TWP 612. Oct. 1, 5, 6, 7 Div. 4
  - TWP 592, RR 172 - 171. Oct. 2 Div. 3
  - RR 183, south of TWP 602. Oct. 5 Div. 5
  - 49 Ave in Spedden. Oct. 7 Div. 1
  - TWP 584, east of HWY 859. Oct. 7, 8
  - Birchland Resort. Oct. 14 Div. 1
  - RR 122, south of TWP 592. Oct. 14 Div. 1

Haul 3 loads of cold mix to Warspite garbage bins. Oct. 2

Sign repair and installation:

- Road address; TWP 584 & RR 180, TWP 590 & RR 180. Sept. 15 Div. 3
- Bridge marker at RR 153, south of TWP 584. Sept. 15 Div. 2
- Stop sign at Int. RR 134 & TWP 594. Sept. 28 Div. 1
- Street sign in Spedden; 49 Ave & 49 St.

Leaner and tree removal from county road ways:

- Int. RR 171 & TWP 584. Sept. 15 Div. 3
- 16519 - TWP 584A. Sept. 15 Div. 3
- RR 130, south of TWP 602. Sept. 15 Div. 1
- TWP 602, west of RR 164. Sept. 25 Div. 4
- RR 183, north of TWP 594. Sept. 28 Div. 5
- RR 165, south of TWP 592. Sept. 28 Div. 3
- TWP 590A, west of RR 161. Sept. 28 Div. 3
- TWP 602, east of RR 161. Sept. 28 Div. 4
- RR 182, south and north of TWP 602. Sept. 29 Div. 5
- RR 183, north of HWY 28. Sept. 29 Div. 5
- RR 133, TWP 584 - HWY 28. Sept. 30 Div. 2
- TWP 590, east of HWY 857. Sept. 30 Div. 2
- RR 143, north of TWP 590. Sept. 30 Div. 2
- RR 150, south of HWY 28. Sept. 30 Div. 2
- RR 152, north of TWP 602. Sept. 30 Div. 4
- TWP 590, east of RR 165 (N) Sept. 30 Div. 3
- TWP 590, west of RR 165 (N) Oct. 2 Div. 3
- Victoria Trail , east of HWY 855. Oct. 2 Div. 3
- Mons Lake Resort. Oct. 5 Div. 4
- TWP 602, west of RR 164. Oct. 5 Div. 4
- Brush for site lines at 58554 - RR 144. Oct. 7 Div. 2
- Deadfall in south ditch along TWP 582A, east of RR 183. Oct. 7 Div. 3
- RR 165, north of TWP 602. Oct. 8 Div. 4

- RR 170, TWP 602 - 604. Oct. 8 Div. 3
- RR 164, north of TWP 602. Oct. 14 Div. 4
- Int. TWP 585A & RR 151A. Oct. 9 Div. 2
- TWP 590, west of RR 154. Oct. 9 Div. 3

Pumping water at TWP 584, east of RR 171. Sept. 15, 16, 17 Div. 3

Haul water to White Earth Pit scale shack. Sept. 16

Flush culvert at west approach 800 m. south of 60134 - RR 195. Sept. 17 Div. 5

Flush culvert at RR 193A, south of TWP 590. Sept. 17 Div. 5

Clean culvert ends:

- 18330 - TWP 582A
- TWP 582A, west of RR 183
- TWP 600, 800 m. west of RR 152. Sept. 22 Div. 4
- Int. TWP 600 & RR 183 and ditch. Oct. 9 Div. 5

Skidsteer with brushing head:

- Int. TWP 581 & RR 152. Sept. 18 Div. 2

Haul broken up asphalt pieces from along TWP 604, RR 183 - 184. Clean-up after MG2015 project.  
Oct. 13, 14 Div. 5

Fire in Division 3; RR 161 & TWP 590A. Oct. 6, 7, 8, 9.

- Send water truck and county cat to assist with fire guards.
- Contact 3 additional cat operators to assist
- Jesse Kordyban
- Phillip Laschuk
- Billy Cherniwchan

Side slope repair along RR 175, north of TWP 595; along guard rails. Oct. 7, 8 Div. 5

Ditching along east side of RR 183, north of TWP 600. Due to the spring run-off, heavy rain-fall and farming practices, an additional ditch was created inside the farm property. This ditch is being filled in and the county

ditch will be re-shaped. Oct. 8, 9, 13

Sign inspection and repair. Oct. 13 -16.

Cut and remove grass and weeds from along guard rails at all bridges in conjunction with sign inspections and repair. Oct. 8, 9, 13, 15.

Haul screened sand from White Earth Pit to County shop yard in preparation for calcium treatment. Oct.13- 15

Next Period:

Brushing , axing and leaner removal along county roads.

Complete sign inspection and repair.

Complete culvert installation for 2020.

Work on culvert inspections and cleaning culvert ends.  
continue road inspections.

**Challenges:** No value

**Next Steps:** No value  
2020/10/08

**Doug Ponich:**

**Achievements:** White Earth Pit rock excavation and stock piling. Sept. 15 -18, 21 - 25, Sept. 28 - Oct 2, Oct. 5 -9.

Divisional gravel hauling complete on September 30.

McNabb Construction began gravel crushing on Sept. 25.

Haul reject sand and gravel to fill areas ( spring flooding )

-RR 155, north of TWP 604. Oct. 7, 8, 9 Div. 4

- TWP 604, west of RR 155. Oct. 9 Div. 4

- TWP 600, west of RR 170. Oct. 15 Div. 4

Haul one load of reject sand to the Ukrainian Catholic Church in Waskatenau. Sept. 30 Div. 5

Next period:

McNabb to complete 2020 gravel crushing.

Complete hauling to bring up road elevations at the designated roads that had flooded this past season.

Continue rock excavation and stock piling as weather permits.

**Challenges:** *No value*

**Next Steps:** *No value*  
2020/10/08

**Doug Ponich:**

**Achievements:** Research costs for 2021 oil and MG30 dust control.

**Challenges:** *No value*

**Next Steps:** *No value*  
2020/10/13

0%  
0 / 100%  
93% behind

0%  
0 / 100%  
93% behind

→ Administrative Manager): 100%

**Doug Ponich:**  
Achievements: Environment Water issue meeting with Jon Euwers. Sept. 23

Council Meeting. Sept. 24

Budget Meeting. Oct. 6

Toporoutz Road Zoom Meeting with the Town of Smoky Lake; Water drainage issue. Oct. 8

**Challenges:** *No value*

**Next Steps:** *No value*  
2020/10/13

→ Training (PW Manager): 100%

**Doug Ponich:**  
Achievements: Christopher Minallo training on the reclaimer. Sept. 14, 15

**Challenges:** *No value*

**Next Steps:** *No value*  
2020/09/16

→ Council Member Inquiry (PW Manager): 100%

0%  
0 / 100%  
93% behind

0%  
0 / 100%  
93% behind

0%  
0 / 100%  
93% behind

**Doug Ponich:**

**Achievements:** MG2015 - TWP 604, RR 181 - 182A; complete reclaiming asphalt surface. Sept. 15 Div. 5  
- Lift and roll over reclaimed asphalt, place gravel, compact and relay. Sept. 17

- Apply MG30 to this section. Sept. 22
- Water, grader blade and compact. Oct. 6

**Bridge Deck coldmix surfacing:**

- BF 6872; RR 163, north of HWY 28. Sept. 8 Div. 4
- BF 13792; RR 181, south of TWP 610. Sept. 21 Div. 5
- BF 07798; RR 174, north of TWP 594. Sept. 22 Div. 4
- BF 07163; RR 170, north of TWP 595A. Sept. 23 Div. 4
- BF 13325; RR 135, south of HWY 28. Sept. 23 Div. 2
- BF13805; TWP 602, east of RR 165. Sept. 24 Div. 4
- BF08237; TWP 602, east of RR 200. Sept. 29 Div. 5
- BF13361; RR 195, south of HWY 656. Sept. 29 Div. 5
- BF1603; RR 193, north of HWY 28. Postpone until bridge repairs take place. (2021)

0%  
0 / 100%  
93% behind

Mg1911- RR 130; TWP 603 - 610 Winter sand truck spread sand on road top to soak up oil leaching up through the surface. Oct 1 Div. 1

**Next period:**

Cold mix surface on BF08200; TWP 590, east of RR 132.

Have track hoe attempt to slide over concrete girders to eliminate spacing in order to complete cold mix surfacing at BF6774- RR 171, north of TWP 584.

Work to complete the 5- Year Road Plan.

**Challenges:** *No value*

**Next Steps:** *No value*  
2020/10/08

0%  
0 / 100%  
93% behind



# 2020 Road Projects

5.14.a.i

OIL TREATMENT / PAVING							
Project Name	Code	# Days	Length/ miles	Res #'s	Estimate Costs	Actual Cost	Funding
Bridge Coldmix Surfacing – 13 Bridges	BCM19			Carry over from 2019	\$ 23,263.50	12,539.20	MO
							MSI/MO
							MSI/MO
<b>Total</b>					<b>\$ 23,263.50</b>	<b>\$12,539.20</b>	

FIBERMAT / MICRO SURFACE							
Project Name	Code	# Days	Length/ Miles	Res #'s	Estimate Costs	Actual Cost	Funding
Twp 612 between Hwy 855- RR 174	FM2014	2	1.0	#1141-20	\$ 70,500.00		MSI/MO
		2					
<b>Total</b>					<b>\$ 70,500.00</b>	<b>\$</b>	

REHABILITATION / BASE STABILIZATION							
Project Name	Code	# Days	Length/ miles	Res #'s	Estimate Costs	Actual Cost	Funding
RR 130 between Twp 603- Twp 610	MG1911	5	3.0		\$ 85,000.00	11,861.64	MSI/MO
RR 124 between Twp 601- Twp 603A	MG2031	4	2.5		\$ 65,000.00	41,372.16	MSI/MO
Twp 592 between RR 183- RR 182A	MG2013	1	0.5		\$ 10,000.00	7,804.99	MSI/MO
RR 180 between Twp 594- Hwy 28	MG1735	2.5	1.5		\$ 33,000.00	22,052.95	MSI/MO
Twp 604 between RR 181- RR 184	MG2015	8	3.0		\$ 75,000.00	60,284.07	MSI/MO
		20.5					
<b>Total</b>					<b>\$ 268,000.00</b>	<b>\$ 143,375.81</b>	

CONSTRUCTION							
Project Name	Code	# Days	Length/ miles		Estimate Costs	Actual Cost	Funding
							MSI/MO
							MSI/MO
<b>Total</b>					<b>\$</b>	<b>\$</b>	

MG HAUL ROADS - PW57							
Project Name	Code	# Days	Length/ miles		Estimate Costs	Actual Cost	Funding
Twp 584 between Hwy 855- RR 165	MG2023	4	5.5		\$ 121,000.00	57,771.20	Aggregate Reserve
Twp 582A & 582 between Hwy 855- RR 172A	MG2033	3	2.0		\$ 44,000.00	24,601.11	Aggregate Reserve
		7					
<b>Total</b>					<b>\$ 165,000.00</b>	<b>\$ 82,372.31</b>	

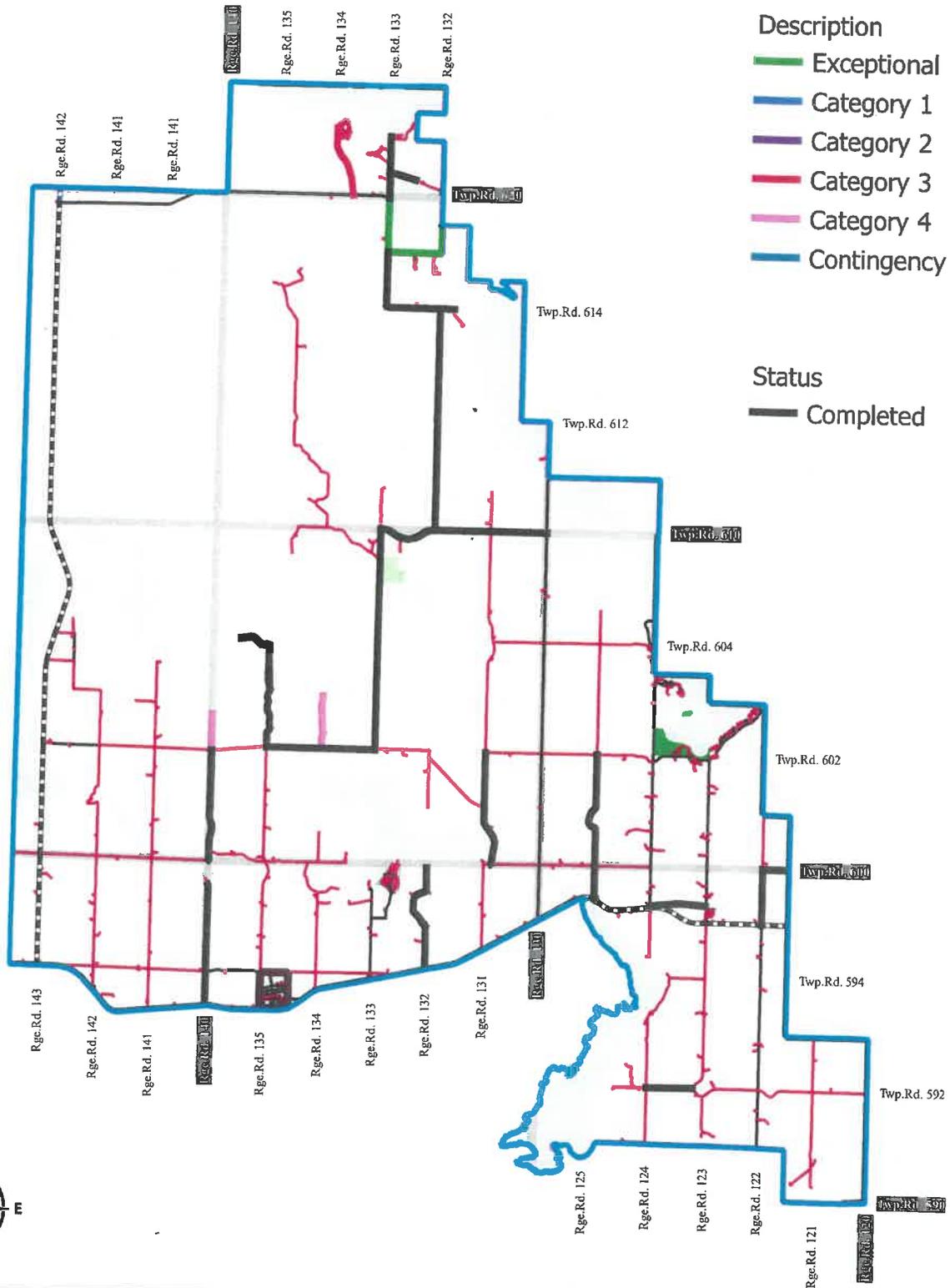
CONTRIBUTION TO CAPITAL RESERVE			Estimate Costs	Funding
Transfer for Future Road Projects			\$ 200,000.00	MO

GRAVELLING							
Miles per Division	Code	Recommended miles	Recommended Gravel	Estimate Costs	Actual Gravel	Actual Cost	Funding
144.0	PW45	38.5	6,673.5	\$ 140,143.50	5,227.03	\$ 109,767.63	RTG
218.5	PW46	85.5	13,865.0	\$ 318,895.00	12,659.66	\$ 291,172.18	RTG
159.5	PW47	41.5	6,675.5	\$ 93,457.00	6,029.06	\$ 84,406.84	RTG
167.0	PW48	49.5	7,985.5	\$ 119,782.50	6,868.49	\$ 103,027.35	RTG
219.0	PW49	70.0	11,168.0	\$ 167,520.00	9,545.93	\$ 143,188.95	RTG
<b>908.0 miles</b>		<b>286.0 miles</b>	<b>46,367.5</b>	<b>\$ 839,798.00</b>	<b>40,330.17</b>	<b>\$ 731,562.95</b>	
Contingency:			5,000.0	\$ 90,000.00	3,214.86	\$ 57,867.48	
<b>Total</b>			<b>51,367.5</b>	<b>\$ 929,798.00</b>	<b>43,545.03</b>	<b>\$ 789,430.43</b>	
Road Repair PW90:					24,163.25	\$ 453,060.94	Unbudgeted- Cost of gravel only



# Division One Gravel 2020

Completed up to October 9, 2020



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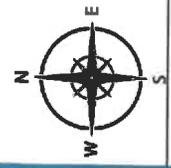
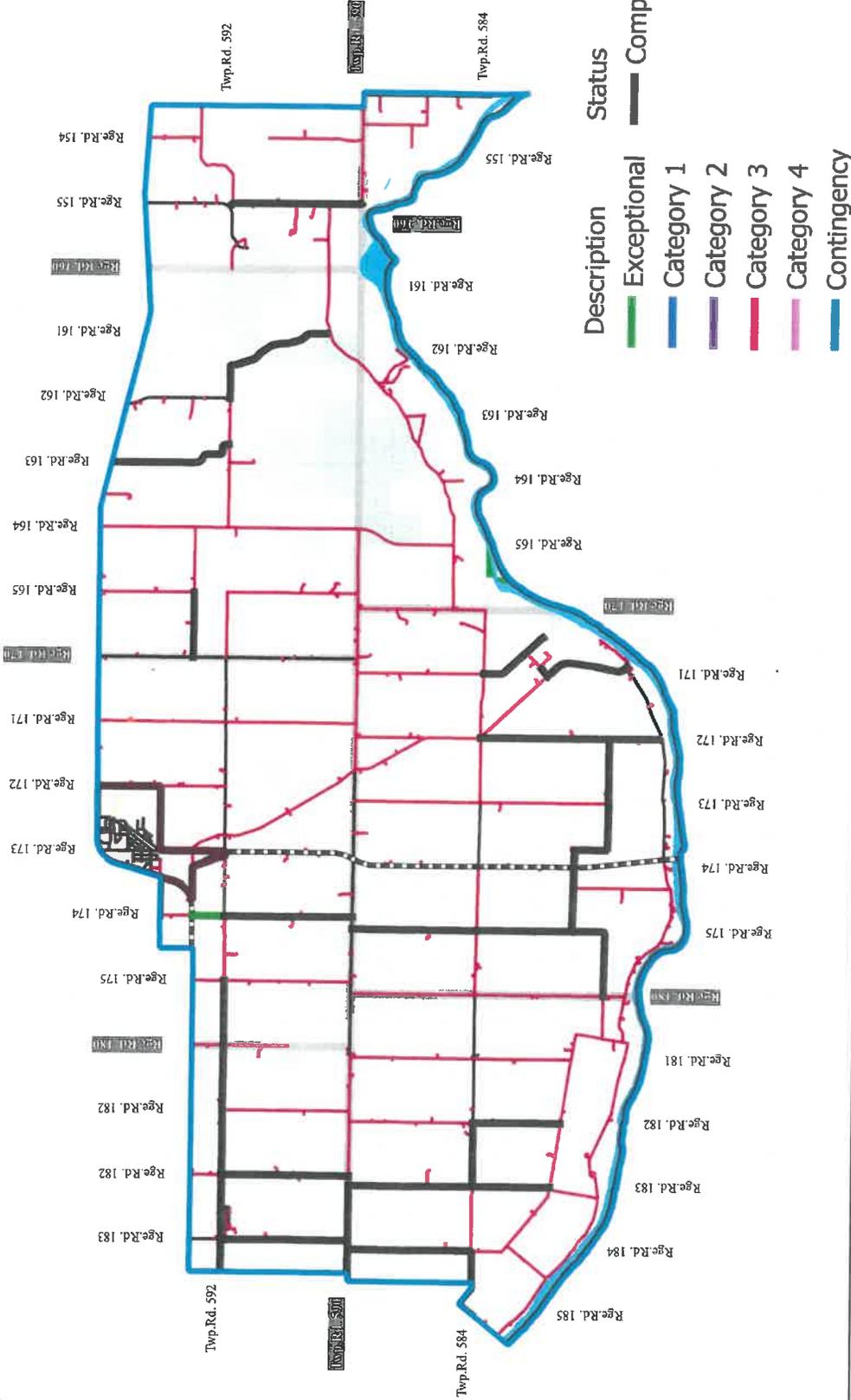




# Division Three 2020 Gravel

Policy 18-14

Completed up to October 9, 2021



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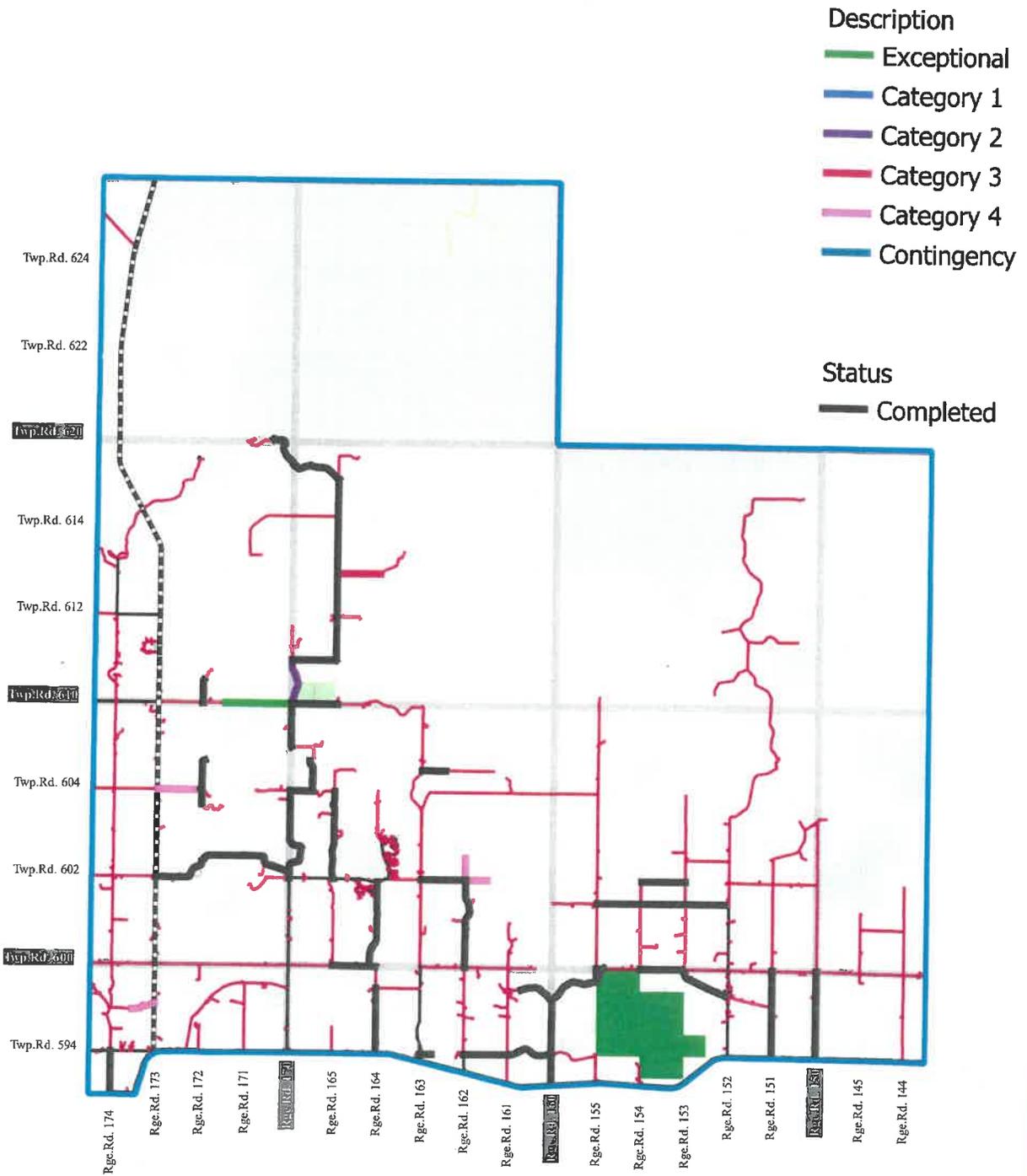
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# Division Four Gravel 2020

Completed up to October 9, 2020



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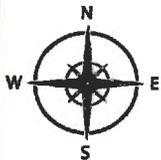
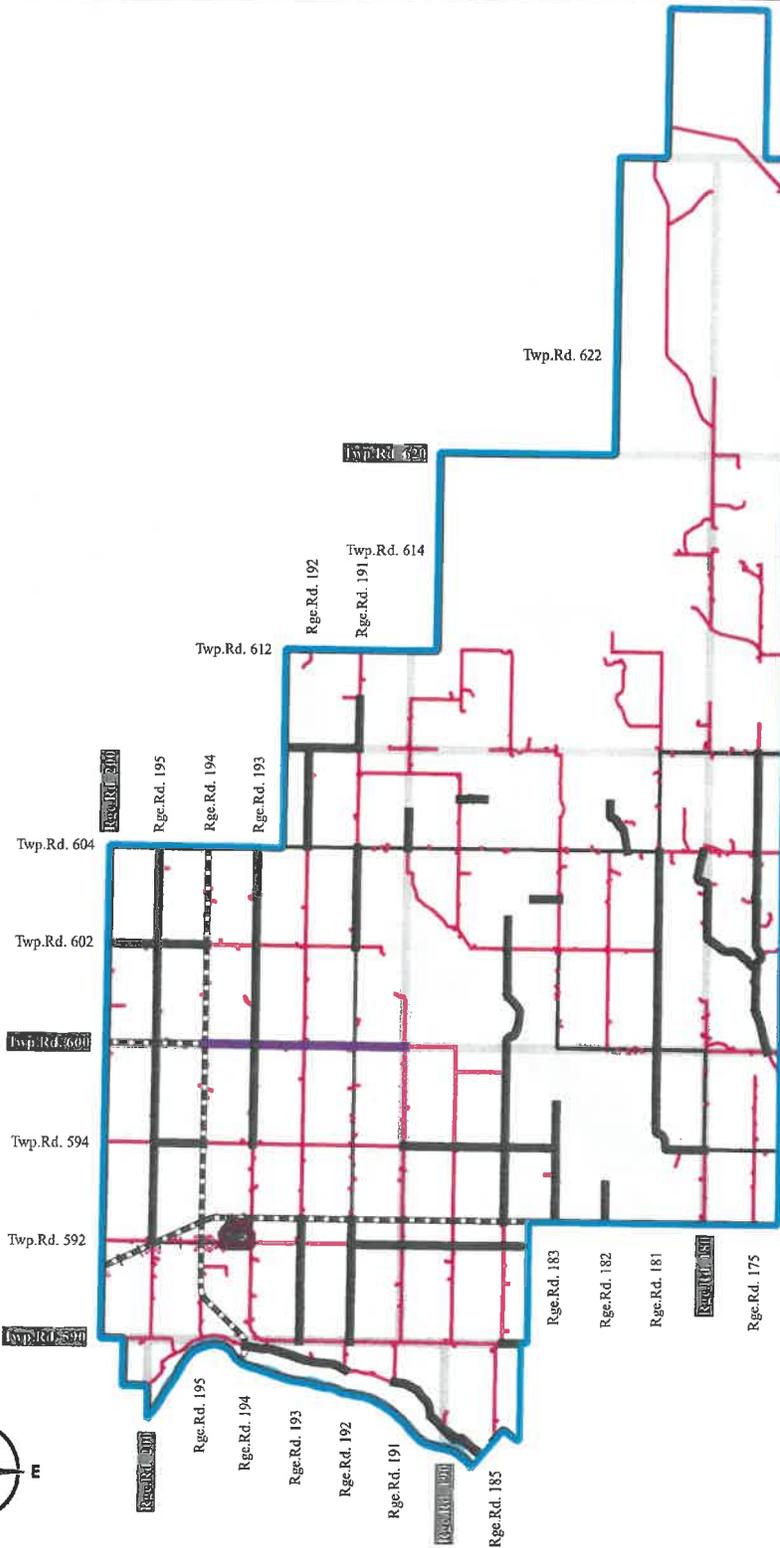


# Division Five Gravel 2020

Completed up to October 9, 2020

- Description**
- Exceptional
  - Category 1
  - Category 2
  - Category 3
  - Category 4
  - Contingency

- Status**
- Completed



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5.1.4 a. ii

\* Continued from last report

Council Requests FOR YEAR 2020							
	Date	Division	Department	Suggestion/Request	Location/Area	Action Taken/Notes	Date Completed
48	Sept. 22 <sup>nd</sup>	4	Public Works	Dust complaint	Twp 610 east off of Hwy 855	3 loads were hauled by Crosswell. Not many scheduled for October	Sept. 22 <sup>nd</sup>
49	Sept. 30 <sup>th</sup>	3	Public Works	Grader request	Cody's haul road	Grader on its way to blade	Sept. 30 <sup>th</sup>
50	Sept. 30 <sup>th</sup>	5	Public Works	Patching	60452 - RR191	Completed already. Inspected the dust control.	Sept. 30 <sup>th</sup>
51	Sept. 30 <sup>th</sup>	3	Communication	Post "good news stories"	N/A	Put on social media outlets	Sept. 30 <sup>th</sup>
52	Sept. 25 <sup>th</sup>	1	Public Works	Missing stop sign	Twp 594 and RR 134 - 1 mile east of vilna	Will erect sign	Oct. 10 <sup>th</sup> -Doug didn't receive this email
53	Oct. 4 <sup>th</sup>	1	Public Works	Signs down/ pot hole	49 Ave/49 St Spedden	Will attend to the issue mid week	Oct. 5 <sup>th</sup>
54	Oct. 9 <sup>th</sup>	2	Public Works	Haul road inquiry/ grader	Twp 582	Bladed, then bladed and watered again due to high traffic volume- MG30 next fall if conditions persist	Oct. 9 <sup>th</sup>
55	October 9 <sup>th</sup>	5	Public Works	Break up on road	Twp 600 to 602	Will be patched	October 14 <sup>th</sup>
56	October 9 <sup>th</sup>	Ratepayer	Public Works	Trail maintenance and snow removal	Birchland Resort	Will get trail maintenance info for them. Snow removal practices outlined for them.	October 9 <sup>th</sup> - replied

**Council Requests**

**FOR YEAR 2020**

	<b>Date</b>	<b>Division</b>	<b>Department</b>	<b>Suggestion/Request</b>	<b>Location/Area</b>	<b>Action/Notes</b>	<b>Date Completed</b>
57	October 13 <sup>th</sup>	2	Public Works	Check on road after cattle haul	Community Pasture – RR 155 and Twp 604	Bladed last week. Will continue to monitor road condition	October 14 <sup>th</sup>
58							
59							
60							
61							
62							
63							
64							
65							



# PUBLIC WORKS PLAN (PW) GOVERNANCE

Goal

Equipment (PW Shop Foreman): 100%

David Kully:

**Achievements:**

1. 604 - Replace alternator, main fuse assembly, throttle pedal assembly and throttle cable. Sept 21 - 24
2. 525 - Replace glass in left door and replace tires. Sept 22
3. 181 - Replace ABS extension cable, tighten lower shock mounting bolts and weld up two lower mounts. Sept 23 - 24
4. 196 - Repair tarp to run straight. Sept 23
5. 194 - Tighten lower shock mounting bolts and repair marker lights. Sept 24
6. 509 - Perform winter service on unit, replace 2 leaking fuel lines and adjust moldboard wear strips. Will install snow equipment at a later date. Sept 24 - 28
7. 160 - Remove patcher body off unit 108. Sept 30
8. Install sander onto unit 108 to be able to spread sand over bleeding oil on Rg Rd 130. Sept 30
9. 604G - Regular service. Oct 1
10. 650 - Test run generator. Oct 1
11. 651 - Test run generator. Oct 1
12. 652 - Test run generator. Oct 1
13. 608 - Regular service. Oct 5
14. 166 - Install snow plow brackets onto unit 108. Oct 5
15. 627 - Replace wear strips on dig bucket. Oct 5 - 9
16. 602 - Replace leaking hydraulic hose for front bucket clamp. Oct 13
17. 607 - Replace collapsed fuel line. Oct 14

**Challenges:** No value

**Next Steps:** No value  
2020/10/15

Progress Update

Current Completi...

14%  
14.29 / 100%  
79% behind

# DAVID KULLY - REPORT TO COUNCIL Oct 15, 2020

5.1.H.C

Vehicle (PW Shop Foreman): 100%

David Kully:

**Achievements:**

1. 204 - Performed automated bleed on brakes, now brakes work properly. Sept 21
2. 141 - Had transmission rebuilt, have to reinstall transmission but currently working on getting trucks and equipment ready for winter.
3. 106 - Replace clutch assembly. Sept 21 - 28
4. 198 - Tighten pitman arm locking bolt on steering box, repair lights and replace trailer plug and cord. Sept 23
5. 180 - Repair lights. Sept 24
6. 199A - Replace radiator. Sept 25 - 28
7. 198 - Replace bushing on radiator support rods. Sept 25
8. 112 - Replace hydraulic tank breather, replace 2 leaking hydraulic hoses, replace broken grease line and repair tire. Sept 28
9. 197 - Repair wiring for trailer ABS. Sept 28
10. 170 - Replace heater motor and fan switch. Oct 1
11. 101A - Regular service. Oct 5
12. 195 - CVIP, regular service, replace 2 wheel seal, replace rear shocks, replace 2 air bags, replace pto shaft, replace hydraulic pump, replace backing plates on rear wheels, replace steering shaft, replace ABS sensor, replace 1 slack adjuster, replace left rear hubs, repair lights, replace tires and replace mudflaps. Install Plow brackets and side conveyor, test operation of sander. Oct 5 - 15
13. 109 - Repair bracket for beacon light on headache rack. Oct 7
14. 112 - Replace burnt headlight. Oct 13
15. 435 - Check over speedometer and odometer for proper operation and replace shift indicator cable. Oct 14 - 15

**Challenges:** No value

**Next Steps:** No value  
2020/10/15

Protective Services Maintenance/Repair  
(PW Shop Foreman): 100%

David Kully:

**Achievements:**

1. 403 - Replace signal light switch, repair lights, clean out leaking air valve to stop air leak. Air leak stopped for a couple days and began leaking again ordered new valve just have to install it. Sept 29
2. 445 - Replace discharge hose from pump to hose manifold. Oct 7

**Challenges:** No value

**Next Steps:** No value  
2020/10/15

0%  
0 / 100%  
93% behind

50%  
50 / 100%  
43% behind

Contract Work (Shop Foreman): 100%

David Kully:

**Achievements:**

1. 447 - Remove engine from vehicle, got quotes on parts that are still available from Ford. Looking for parts that are obsolete. Checking different suppliers to see what is still available. Unit is currently sitting outside of shop as we need space to complete winter services on our equipment. Will still have to get authorization from Village of Vilna to complete repairs. Sept 23 - Oct 15

2. Disaster Services Water Pump - Disassemble pump because oil was leaking out of bearing housing. Compile list of parts required and get quotes. Disaster Services has authorized the repair, ordered parts and now waiting for delivery. Oct 7 - 15

**Challenges:** Because unit 447 is a 2003 vehicle it is getting more difficult to obtain replacement parts thus taking us longer to complete repairs.

**Next Steps:** *No value*  
2020/10/15

Administrative (PW Shop Foreman): 100%

David Kully:

**Achievements:**

1. Review invoices, oil samples, purchase orders, vehicle and equipment check lists.
2. Attend managers meetings
3. Attend Joint Health and Safety meeting. Sept 17
4. Work on budgetary items and have first meeting to discuss capital and operational expenditures. Oct 6

**Challenges:** *No value*

**Next Steps:** *No value*  
2020/10/15

Training (PW Shop Foreman): 100%

David Kully:

**Achievements:** No council inquiries for this reporting period

**Challenges:** *No value*

**Next Steps:** *No value*  
2020/10/15

Council Member Inquiry (PW Shop Foreman): 100%

David Kully:

**Achievements:** No council inquiries during this reporting period

**Challenges:** *No value*

**Next Steps:** *No value*  
2020/09/16

3%  
2.94 / 100%  
90% behind

0%  
0 / 100%  
93% behind

0%  
0 / 100%  
93% behind

0%  
0 / 100%  
93% behind



# ED ENGLISH - REPORT TO COUNCIL

Oct 15, 2020

**ED ENGLISH  
BEHIND**

5-141.d.

Goal	Progress Update	Current Completi...
<b>Training Activity (PEACE): 100%</b>		0% 0 / 100% 93% behind
<b>Council Member Inquiry (PEACE): 100%</b>		0% 0 / 100% 93% behind
<b>Land Use Development: 100%</b>		0% 0 / 100% 93% behind
<b>Resorts Activity: 100%</b>	<p><b>Ed English:</b>  <b>Achievements:</b> Ruts near horseshoe pits at Bonnie Lake were filled in Sept 21            Took several loads of black dirt to Bonnie and landscaped by road at boat launch Sept 21 - Sept 23            All docks have been taken out of the water except Whitefish Lake which will be done soon            All swim rafts and ropes have been removed from water            Trees coming down continue to be an issue due to beavers and high wind            Flag poles were repaired in October at Warspite and RCMP monument on Victoria Trail  <b>Challenges:</b> <i>No value</i>  <b>Next Steps:</b> <i>No value</i>            2020/10/15</p>	0% 0 / 100% 93% behind
<b>Animal Control: 100%</b>	<p><b>Ed English:</b>  <b>Achievements:</b> I fielded several calls about lost dogs, but transported none to the pound this month  <b>Challenges:</b> <i>No value</i>  <b>Next Steps:</b> <i>No value</i>            2020/10/15</p>	0% 0 / 100% 93% behind
<b>Protective Services: 100%</b>	<p><b>Ed English:</b>  <b>Achievements:</b> Continue to issue burn permits  <b>Challenges:</b> <i>No value</i>  <b>Next Steps:</b> <i>No value</i>            2020/10/15</p>	0% 0 / 100% 93% behind

ATV Trails: 100%

Ed English:

**Achievements:** Trail has been busy. Following up on washout by Danyluks hill.

**Challenges:** *No value*

**Next Steps:** *No value*  
2020/10/15

Peace Officer Program: 100%

Rural Addressing: 100%

Ed English:

**Achievements:** Ordered 17 addresses on Set 20th  
Staked address sign locations Sept 28, 29 and 30

Completed Alberta One Calls on Set 30th

Signs are ready for pick up (Oct 14) and will be installed

2 late signs are being ordered and should be ready by late Sept.

**Challenges:** *No value*

**Next Steps:** *No value*  
2020/10/15

0%  
0 / 100%  
93% behind

0%  
0 / 100%  
93% behind

0%  
0 / 100%  
93% behind



S.V.H.h

26  
GOALS

48%  
GOAL COMPLETION

**PLANNING & DEVELOPMENT PLAN (P&D) GOVERNANCE**

Goal	Progress Update	Current Completion	Start D...	Due Date
<p><b>Inter-municipal Collaborative Frameworks with the Counties of St. Paul, Lac La Biche &amp; Two Hills as part of the 2018-2020 Strategic Priorities: 100%</b></p>		100% 100 / 100%	2017/12/31	2020/12/30
<p><b>Inter-municipal Collaborative Framework with the Village of Vilna Priorities: 100%</b></p>		100% 100 / 100%	2017/12/31	2020/12/30
<p><b>Inter-municipal Collaborative Framework with the Village of Waskatenau part of the 2018-2020 Strategic Priorities: 100%</b></p>		100% 100 / 100%	2017/12/31	2020/12/30
<p><b>Inter-municipal Collaborative Framework with the Counties of Lamont and Thorhild as part of the 2018-2020 Strategic Priorities: 100%</b></p>	<p><b>Jordan Ruegg:</b>  <b>Achievements:</b> The Planning and Development Department had a meeting on September 17, 2020, with representatives of Lamont County to discuss the ICF and IDP between the two municipalities. While most of the discussion centered around the draft IDP that was presented by Municipal Planning Services, a brief discussion was held on the ICF as well. MPS asked each municipality to provide a list of joint agreements between the municipalities to MPS for inclusion in the ICF. Work on both the ICF and the IDP continues.                      2020/10/14</p>	40% 40 / 100% 58% behind	2017/12/31	2020/12/30
<p><b>Planning and Development Manager Work Plan: 100%</b></p>	<p><b>Jordan Ruegg:</b>  <b>Achievements:</b> Smoky Lake County Council adopted Policy No. 61-01-09: <i>Planning and Development Manager: Work Plan</i> at the Departmental Meeting held on March 5, 2020. The Planning and Development Department will continue to work on the projects and tasks identified in the Policy throughout the remainder of 2020 and will provide regular updates to Council during Council meetings.                      2020/10/14</p>	13% 13.33 / 100% 86% behind	2017/12/31	2020/12/30

Jordan Ruegg:

**Achievements: ROAD CLOSURE FILE RC 029**

The Planning and Development Manager has prepared a Bylaw (1380-20) for the purposes of closing a portion of undeveloped road allowance adjacent to the east side of River Lot 10 (Victoria Settlement) for Council consideration. First Reading of the proposed Bylaw was given First Reading on June 25, 2020. A Public Hearing on the proposed Bylaw is scheduled for October 22, 2020, at 1:15 p.m., to obtain public input, in support of, and opposition to, the proposed Bylaw.

**OTHER ROAD CLOSURE FILES**

The Planning and Development Department continues to work on a number of Road Closure files that are at various stages of completeness and will continue to process new applications as they arise.  
2020/10/14

**Land Use Planning/Development: 100%**

→ Land Use Bylaw Amendments -  
Recreational Vehicles

Jordan Ruegg:

**Achievements:** Per Motion 1163-20, a Committee of the Whole Meeting for Planning has been scheduled for October 29, 2020, at 9:00 a.m., to review proposed changes to the County's Land Use Bylaw 1272-14, respecting recreational vehicles, campsites/campgrounds and tiny homes. Administration is currently preparing revisions to the Bylaw for this Meeting.  
2020/10/14

**GIS Activity (P&D): 100%**

Jordan Ruegg:

**Achievements:** The Planning and Development Department has been working with the GIS Technician to have shapefile layers added to the GIS for the County's Intermunicipal Development Plan area boundaries. The layers were added to the GIS on September 21, 2020, and were shared with the neighbouring municipalities that the County shares an IDP area with. Having these layers in the GIS will assist the Planning and Development Department when reviewing subdivision and development applications as applications located within the IDP area may require said applications to be referred to the neighbouring municipality.  
2020/10/14

**Heritage: Management: 100%**

Jordan Ruegg:

**Achievements:** On October 6, 2020, the Planning and Development Department made a presentation at the National Trust for Canada Conference, entitled Smoky Lake County's Victoria District Economic Development Strategy: Planning for a Complete Heritage Tourism System for Economic Vibrancy. The presentation highlighted the interconnectedness of heritage preservation and conservation with economic development, focusing on the work of the Smoky Lake County Regional Heritage Board, Victoria Home Guard Historical Society, the Metis Nation of Alberta (Metis Crossing) and the Victoria District National Historic Site and Victoria Settlement Provincial Historic Site.

On October 14, 2020, the Planning and Development Department received a copy of the Grant Funding Agreement, dated October 7, 2020, between the Minister of Culture, Multiculturalism and Status of Women and the Smoky Lake County Regional Heritage Board, which provides funding in the amount of \$870,000 towards the restoration of the Bellis Fire Hall.

A meeting of the Smoky Lake County Regional Heritage Board will be held on October 28, 2020, at 6:00 p.m. at Metis Crossing.  
2020/10/14

50%  
50 / 100%  
43% behind

50%  
50 / 100%  
43% behind

40%

80%  
80 / 100%  
13% behind

75%  
75 / 100%  
18% behind

2017/12/31 2020/12/30

2021/01/01 2022/01/01

2017/12/31 2020/12/30

2017/12/31 2020/12/30

**Subdivision Development Appeal Board Jordan Ruegg:**  
**Updates: 100%**

**Achievements:** The Subdivision and Development Appeal Board has not held any Hearings in 2020. There are no outstanding Appeals before the SDAB at this time.  
 2020/10/14

**Council Member Inquiry (P&D): 100%**

**Jordan Ruegg:**  
**Achievements:** No action was taken during this reporting period.  
 2020/10/14

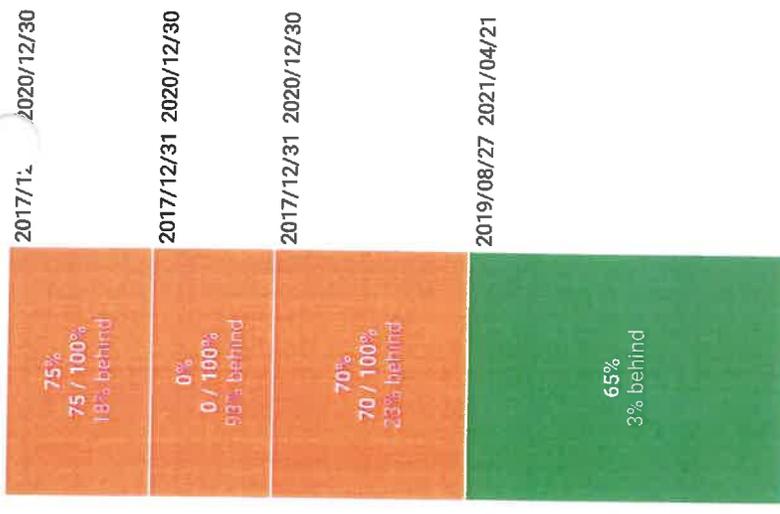
**Sales of Municipally-Owned Land: 100%**

**Jordan Ruegg:**  
**Achievements:** The Planning and Development Department has confirmed that the transfer documents related to the sale of formerly County-owned lands legally described as Plan 314HW, Block 4, Lot 15, have been registered with the Land Titles Office and that the said lands have been transferred to Bruce Morton, as per the Agreement to Purchase, dated September 8, 2020.  
 2020/10/14

**Intermunicipal Development Plan with Lamont County**

**Jordan Ruegg:**  
 @ [SLC Response.pdf](#)

**Achievements:** The Planning and Development Department attended a virtual meeting with representatives from Lamont County on September 17, 2020 to discuss the Intermunicipal Development Plan (IDP) between the two municipalities. At the meeting, a draft IDP was presented by the Counties' consultants, Municipal Planning Services (2009) Ltd. (MPS). Following the meeting, MPS asked both municipalities to provide their feedback on the draft IDP to MPS. On September 24, 2020, the Planning and Development Department submitted the County's feedback/proposed changes to MPS for inclusion in the IDP. MPS is currently reviewing the feedback and will arrange a follow-up meeting with the municipalities once their review has been completed.  
 2020/10/14



2017/12/31 2020/12/30

2017/12/31 2020/12/30

2017/12/31 2020/12/30

2019/08/27 2021/04/21

**(P&D) ECONOMIC DEVELOPMENT**

Goal	Progress Update	Current Completion	Start D...	Due Date

**Victoria District Economic Development Plan as part of the 2018-2020 Strategic Priorities: 100%**

**Jordan Ruegg:**

**Achievements:** The Planning and Development Department has been working with the Community Economic Development Officer to develop a public engagement and consultation strategy, pursuant to County Policy Statement No. 01-51-01 and the Town of Smoky Lake's Policy Statement No. A18, for the purpose of providing the Public with sufficient access to information to allow the public to become informed and to provide the Public the opportunity to participate, be involved, and provide input into the decision-making process in respect to the Victoria District Economic Development Strategy Business Plan.

The Victoria District Economic Development Strategy Implementation Working Group held a meeting on October 9, 2020. Issues discussed at this meeting include:

- An update on the Metis Crossing site development. The footings for the lodge are being poured, corals are in place for the proposed petting zoo and posts and fencing have been brought on site to prepare for the proposed bison paddock. A roof-top micro solar generator is being installed on the Cultural Gathering Centre. Options for servicing the site with water and internet fiber are currently being explored. The Working Group will also pursue developing an infrastructure plan that will identify the future needs to service the site and other areas of the Victoria District in pursuance of the goals of the Victoria District Economic Development Strategy. The Planning and Development Department will provide assistance with this process.
- The Differential Business License Fee was discussed and it was agreed that the CEDO would provide an update to both the County and Town Councils as progress is made.
- The Business Plan was discussed and public consultation on the Plan will begin in late October.
- A new sub-committee was established to explore value-added attractions within the Region (i.e. entertainment complex, tree nursery, etc.).
- Potential grant funding opportunity through Mitacs..

2020/10/14

Land Use Bylaw Changes as part of the 2018-2020 Strategic Priorities: Planning and land development policies and regulations are streamlined for efficiency and regionally focused to encourage sustainable development within the region.: 100%

**Land Use Bylaw Amendments - Recreational Vehicles**

**Jordan Ruegg:**

**Achievements:** Per Motion 1163-20, a Committee of the Whole Meeting for Planning has been scheduled for October 29, 2020, at 9:00 a.m., to review proposed changes to the County's Land Use Bylaw 1272-14, respecting recreational vehicles, campsites/campgrounds and tiny homes. Administration is currently preparing revisions to the Bylaw for this Meeting.

2020/10/14

**Nuisance Ground Study Note: Strategic Priorities Chart Feb 6, 2017: 100%**

**Jordan Ruegg:**

**Achievements:** Reclamation of the former Washtenau Nuisance Ground officially began on October 5, 2020. The contractors from CERA Ltd. and Action Land & Environmental Ltd. are currently on-site removing and testing the contaminated soil. The work is expected to be completed by the end of October.

2020/10/14

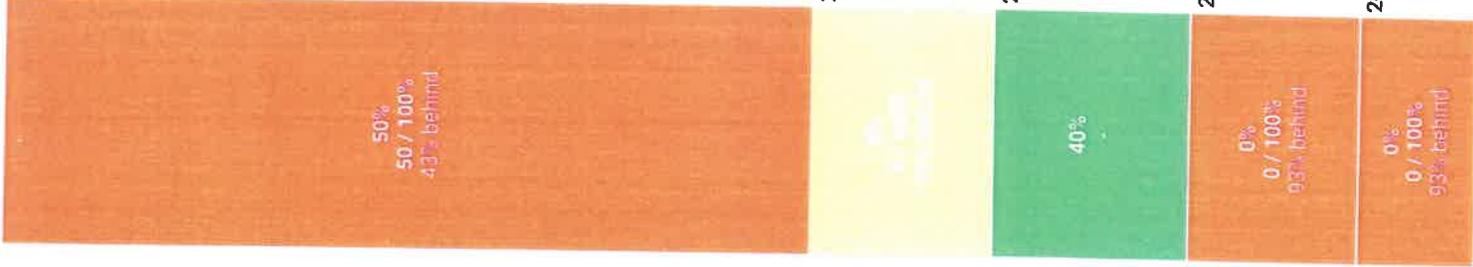
**Industrial Park: 100%**

**Jordan Ruegg:**

**Achievements:** No action was taken during this reporting period.

2020/10/14

2017/12/31 - 2020/12/30



2017/12/31 - 2020/12/30

2021/01/01 - 2022/01/01

2017/12/31 - 2020/12/30

2017/12/31 - 2020/12/30

Warspite Ironhorse Trail RV Parkas part of the 2018-2020 Strategic Priorities: 100%

Jordan Ruegg:  
Achievements: No action was taken during this reporting period.  
2020/10/14

**(P&D) MANAGER'S PLAN**

Goal	Progress Update	Current Completion	Start D...	Due Date
(P&D) Human Resources / Training / OH&S		0% 0 / 100% 93% behind	2020/01/01	2020/12/31
↳ (P&D) Attend Joint Health & Safety Meetings: 12 Meeting(s)	Jordan Ruegg: Achievements: The Planning and Development Manager and the Planning and Development Assistant attended the Joint Health & Safety Committee meeting on October 21, 2020. 2020/10/14	0% 0 / 12 Meeting(s) 9 Meeting(s) behind	2020/01/01	2020/12/31
P&D Financial Accountability			2020/01/01	2020/12/31
↳ (P&D) Prepare Annual Budget	Jordan Ruegg: Achievements: The Planning and Development Manager met with the Finance Manager on October 8, 2020, to develop the 2021 Planning and Development Departmental budget. 2020/10/14	100%	2020/01/01	2020/10/01
(P&D) Organizational Efficiency			2020/01/01	2020/12/31
↳ (P&D) Complete Annual Work Plan		100%	2020/01/01	2020/02/28



5.1.4.1

**92**  
 GOALS

**6%**  
 GOAL COMPLETION

**PUBLIC WORKS PLAN**

Goal	Progress Update	Current Completion
<b>Safety (Safety Officer): 100%</b>  → Vehicle check list → Check over JSA forms from site inspections  → Hazard Identification → Informal inspections  → Tool box meetings	<b>Trevor Tychkowsky:</b> <b>Achievements:</b> Sept 22 NASC session virtual Sept 24 meeting with Town of SL for safety program <b>Challenges:</b> No value <b>Next Steps:</b> No value 2020/10/15  <b>Trevor Tychkowsky:</b> <b>Achievements:</b> Aug 27 site inspections Sept 16 completed 10 formal inspection on county buildings <b>Challenges:</b> No value <b>Next Steps:</b> No value 2020/09/17  <b>Trevor Tychkowsky:</b> <b>Achievements:</b> Sept 21 inspection of 4 job sites <b>Challenges:</b> No value <b>Next Steps:</b> No value 2020/10/15	0% 0 / 100% 93% behind  0%  0%  0%  0%  0%

→ Incident investigation from public

**Trevor Tychkowsky:**

**Achievements:** Aug 26 contacted Telus to investigate damage from pedestal  
Aug 26 contacted insurance on burnt truck claim

Aug 27 filled out claim from incident for worker that had loss

**Challenges:** No value

**Next Steps:** No value

2020/09/17

0%

→ Incident investigation from staff

**Trevor Tychkowsky:**

**Achievements:** Sept 28 responded to request from RCMP to fill out paperwork from stolen truck

**Challenges:** No value

**Next Steps:** No value

2020/10/15

0%

→ Fill out WCB reports Risk Management

0%

→ Transport worker to OIS clinic Edmonton

0%

→ Write safety policies

0%

→ Provide information to Federation gas coop for safety compliance

0%

→ Assist all other departments

0%

→ Vice president RUSA

0%

→ Annual Safety Audit

0%

→ Yearly Spring Safety Meeting

0%

→ Review safety manual

0%

**Disaster Services (Safety Officer): 100%**

**Trevor Tychkowsky:**

**Achievements:** Sept 29 arranging pumps and hose to be delivered back to provincial stock pile

Sept 30 made new screening sheets for entering office building

**Challenges:** No value

**Next Steps:** No value

2020/10/15

0%

0 / 100%

93% behind

→ Chair Organ regional team (ASIST)

→ ASIST Training

→ Update CEMP manual

→ Hold regular meeting

→ Hold regular meeting (Regional Councils)

→ Hold table top training for EOC team

→ Do yearly training for EOC team

→ Apply for grants when needed

→ Attend yearly Disaster forum

→ Attend yearly AEMA Summit

→ Attend Disaster summit

**Risk Pro (Safety Officer): 100%**

→ Service Generators: 12 Service(s)

→ Attend strat plan meetings

→ Jubilee insurance inspections 0 Inspection(s)

→ RMA Risk pro meeting and requirements

→ Jubilee insurance investigations 0 Investigation(s)

**Trevor Tychowski:**

**Achievements:** Sept 23 ASIST virtual meeting

Sept 25 ASIST virtual annual meeting

**Challenges:** No value

**Next Steps:** No value

2020/10/15

0%

0%

0%

0%

0%

0%

0%

0%

0%

0%

0%

40%  
40 / 100%  
53% behind

0%  
0 / 12 Service(s)  
0 Service(s) behind

0%

0 / 0 Inspection(s)

0%

0 / 0 Investigation(s)

0%  
0 / 100%  
53% behind

**Trevor Tychowski:**

**Achievements:** Sept 28 sent info off to insurance from a warspite water issue

**Challenges:** No value

**Next Steps:** No value

2020/10/15

**Public Works (Safety Officer): 100%**

→ Dip fuel tank

**Trevor Tychkowski:**

**Achievements:** Sept 9 fuel entries on book & computer

**Challenges:** *No value*

**Next Steps:** *No value*

2020/09/17

0%

→ Phone Entries on Computer

0%

→ Work on special projects when required

0%

→ Work on security system and gate operation for P.W.

**Trevor Tychkowski:**

**Achievements:** sept 24 installed posts for back gets

**Challenges:** *No value*

**Next Steps:** *No value*

2020/10/15

0%

→ Public works requests

**Trevor Tychkowski:**

**Achievements:** Sept 21 helped PW shop with delivery of stranded truck

Sept 23 picked up charger for camera at WE pit and also parts for PW

Oct 7 went to city for phone but also picked up arts for PW

**Challenges:** *No value*

**Next Steps:** *No value*

2020/10/15

0%

→ Assist P.W. when needed

0%

**Administrative (Safety Officer): 100%**

→ Respond to e-mails

**Trevor Tychkowski:**

**Achievements:** Oct 6 budget meeting with Brenda

**Challenges:** *No value*

**Next Steps:** *No value*

2020/10/15

6%  
5.88 / 100%  
87% behind!

0%

→ Answer phones

0%

→ Fix phone problems

**Trevor Tychkowski:**

**Achievements:** Sept 23 wet to city for phones to be fixed

**Challenges:** *No value*

**Next Steps:** *No value*

2020/10/15

0%

→ Monitor Phone plans

0%

→ Fix Air cards

→ Management meetings

→ Cascade reports

**Trevor Tychkowsky:**

**Achievements:** Sept 14 updated Cascade information for Luke  
Sept 17 council report

**Challenges:** No value

**Next Steps:** No value  
2020/09/17

0%

→ Fuel Entries on computer

**Trevor Tychkowsky:**

**Achievements:** fuel entries on computer

**Challenges:** No value

**Next Steps:** No value  
2020/10/15

0%

→ Safety Committee

**Trevor Tychkowsky:**

**Achievements:** Sept 17 Safety Committee

**Challenges:** No value

**Next Steps:** No value  
2020/09/17

0%

→ Manage phone problems

**Trevor Tychkowsky:**

**Achievements:** Oct 6 got new phones from edmonton

**Challenges:** No value

**Next Steps:** No value  
2020/10/15

0%

→ Answer e-mails from Call center for after hour complaints 0 Complaint(s)

0 / 0 Complaint(s)

→ Manage work alone account

0%

→ Receive calls from after hour operator for taxpayers concerns

**Trevor Tychkowsky:**

**Achievements:** responded to 8 after call from Kyetch

**Challenges:** No value

**Next Steps:** No value  
2020/10/15

0%

→ Testing of drugs for staff suspected to be under the influence

0%

→ Hold yearly meeting

0%

→ Social events

0%

**Training (Safety Officer): 100%**

- Safety Tracking
- First- aid training
- CPR training 0 Training(s)
- Defensive Driving Training
- Professional driving improvement course
- Flag person Training
- WHMIS Training
- Instructor courses
- TDG Training
- ATV Training
- De Escalating Potential violent situations
- Physiological first aid
- Complete CPTED
- Fork lift training
- Additional training for external instructors
- Complete Orientation
  
- Attend Annual H&S safety conference
- Attend Safety group NASC
- Chair Provincial Safety/ Utility group (RUSA)
- Attend yearly conference

**Trevor Tychkowsky:**

**Achievements:** Sept 29 CAO orientation

**Challenges:** No value

**Next Steps:** No value  
2020/10/15

4%  
3.85 / 100%  
89% behind

0%

0%

0 / 0 Training(s)

0%

0%

0%

0%

0%

0%

0%

0%

0%

0%

0%

0%

0%

0%

0%

0%

0%

0%

- Safety training (School training)
- Safety training (Further Education training)
- Safety training (Foundation training)
- Safety training (Fire Dept training)
- Attend Alberta Safety Conference
- Attend annual safety conference

**Council Member Inquiry (Safety Officer): 100%**

(PW) Human Resources Training / OH&S

↳ Organize Annual Safety Meeting

(PW) Organizational Efficiency

↳ (PW) Complete Annual Work Plan

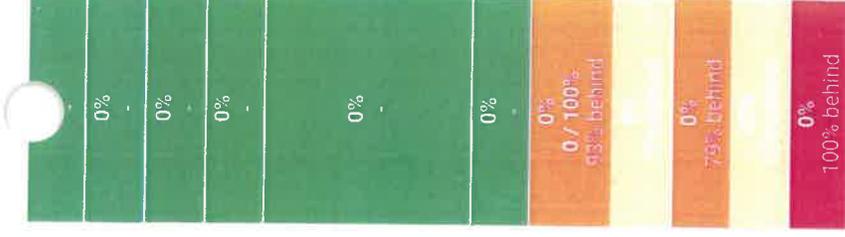
**Trevor Tychikowsky:**

**Achievements:** conference will not be happening this year due to COVID

**Challenges:** No value

**Next Steps:** No value

2020/08/31



5.1.4. K



GIS MONTHLY COUNCIL REPORT  
Oct 15, 2020

56  
GOALS

7%  
GOAL COMPLETION

GIS PLAN

Goal	Progress Update	Current Completion
<b>Create, Publish, and Distribute Annual Booklet: 100%</b>		0% 0 / 100% 100% behind
<b>GIS Tasks: 100%</b>		0% 0 / 100% 100% behind
→ County Website Tool – MuniSight	<p><b>Carole Dowhaniuk:</b></p> <p><b>Achievements:</b> Smoky Lake County Public - online public connection with MuniSight has had 141,423 visits from May 31, 2018-October 14, 2020. From August 19 - October 14, 2020(57 days) we have had 6,872 visits to our GIS site.  <b>Regional Public</b> - online public connection with MuniSight has had 101,567 visits from May 31, 2018-October 14, 2020. From August 19 - October 14, 2020(57 days) we have had 355 visits to our Regional GIS site.</p> <p><b>Challenges:</b> No value</p> <p><b>Next Steps:</b> No value 2020/10/15</p>	0%
→ Input Spatial Data – MuniSight/Mobile App		0%
→ Management Meeting		0%
→ County Website Tool MuniSight	<p><b>Carole Dowhaniuk:</b></p> <p><b>Achievements:</b> Smoky Lake County Website GIS/Maps: Verify/Check data on County and Regional Public Site            With Kyle and Evonne's assistance Victoria District Historic Site and Iron Horse Trail.</p> <p><b>Challenges:</b> No value</p> <p><b>Next Steps:</b> Smoky Lake County Website GIS/Maps: Add Fire Districts            Add (How to Video) for Maximizing MuniSight usage            2020/10/15</p>	0%

- GIS Data Reporting - Data Verification and data clean up
- GIS reporting and forecasting
- GIS data validation
- GIS Work Schedule -- for staff
- GIS Data Analysis
- Coordination of GIS Data Input
- Verify Landownership Maps
- GIS - Data collection MuniSight/Mobile App
- County Website Tool - MuniSight- GIS Site Validation

**Carole Dowhaniuk:**

**Achievements:** Currently running queries for Environmental Operations and meeting with the department to review.

**Challenges:** *No value*

**Next Steps:** Compiled list of address signs locations that need to be updated from 2007, meeting with Park and Rec to update address sign data.

Run Queries for Public Works.

2020/10/15

**Carole Dowhaniuk:**

**Achievements:** Fall Landownership maps have been completed and verified

**Challenges:** *No value*

**Next Steps:** Print

2020/10/15

**Communication Activity (GIS): 100%**

**Smoky Lake Region (GIS): 100%**

- Administrators Meetings

**Carole Dowhaniuk:**

**Achievements:** ACP Grants: Regional GIS Projects

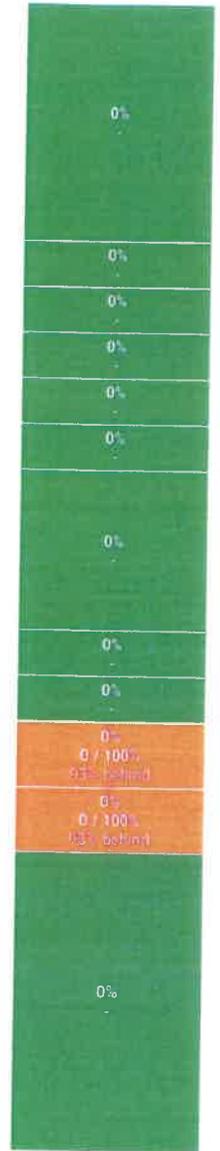
- Infrastructure Data Integration
- Regional Stormwater Management Plan
- Regional Municipal Infrastructure Assessment Study

**Challenges:** *No value*

**Next Steps:**

- Update Ortho Photos into MuniSight
- MPE finish off Assessment site visits with Park/Rec and Environmental Operations (SLC)

2020/10/15





**Training Activity (GIS): 100%**

- Implement training and testing of workspaces
- Drone Training

**Council Member Inquiry (GIS): 100%**

**Council Meetings**

**(GIS) Human Resources / Training / OH&S**

- (GIS) Attend Joint Health & Safety Meetings: 12 Meeting(s)
- (GIS) Attend Annual Safety Meeting
- (GIS) Training Event Form 2020

**(GIS) Financial Accountability**

- (GIS) Prepare a Draft 5 Year Function Budget
- (GIS) Prepare Annual Budget

**(GIS) Organizational Efficiency**

- (GIS) Complete Annual Work Plan

**Carole Dowhaniuk:**

**Achievements:** Completed 2020 work plan

**Challenges:** No value

**Next Steps:** No value  
2020/06/22

**Seasonal Duties: 100%**

- Promotional Orders

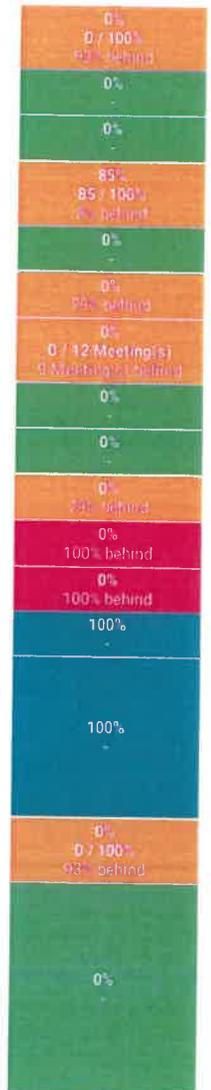
**Carole Dowhaniuk:**

**Achievements:**

- Face masks ordered for Covid
- Hand sanitizer ordered for Covid

**Challenges:** No value

**Next Steps:** No value  
2020/10/15



↳ Office Landscape

**Carole Dowhaniuk:**

**Achievements:** Flower pots cleaned out for fall/winter season

**Challenges:** *No value*

**Next Steps:** *No value*

2020/10/15



S.I.H.1

**9**  
GOALS

**66%**  
GOAL COMPLETION

**COMMUNICATIONS PLAN  
ON TRACK**

Owner	Start Date	Due Date	Goal	Progress Update	Current Compl...
Evonne Zukiwski Communications Technician	2020/01/01	2020/12/31	<b>Social Media 0 Post(s)</b>	<p><b>Evonne Zukiwski:</b></p> <p><b>Achievements:</b></p> <ul style="list-style-type: none"> <li>• Posted CAO announcement- September 24, 2020</li> <li>• Posted 'snakes crossing'- September 28, 2020</li> <li>• Posted 'Farm feel Good' stories- September 29, 2020</li> <li>• Scheduled Public Hearing post- September 30, 2020</li> <li>• Scheduled Land Sale post- September 30, 2020</li> <li>• Posted 'Farm Feel Good' stories- September 29, 2020</li> <li>• Scheduled AHS/ GOA helpful links- October 1, 2020</li> <li>• Scheduled Fire Prevention week posts- October 1, 2020</li> <li>• Posted 'Farm Feel Good' story on behalf of producer- October 2, 2020</li> <li>• Posted Shannon Stubbs visit picture and information- October 4, 2020</li> <li>• Scheduled office closed for Thanksgiving posts- October 6, 2020</li> <li>• Scheduled tax payment tips ad- October 6, 2020</li> <li>• Scheduled snow flag deadline reminder- October 6, 2020</li> <li>• Posted FCSS Grants available- October 6, 2020</li> <li>• Scheduled transfer station winter hours schedule- October 6, 2020</li> <li>• Scheduled tax payment plan post- October 8, 2020</li> </ul> <p>2020/10/08</p>	48 / 0 Post(s) 48 Post(s) ahead

Evonne Zukiwski

2020/01/01

2020/12/31 Website Updates 0 Update(s)

Communications Technician

Evonne Zukiwski:

**Achievements:**

- Posted Reeve's Report- September 24, 2020
- Posted CAO announcement- September 24, 2020
- Posted October calendar- September 28, 2020
- Added October meeting links to calendar- September 28, 2020
- Added 'snakes crossing' notice- September 28, 2020
- Posted Public Hearing notice- September 29, 2020
- Posted Land Sale information- September 29, 2020
- Updated Policy name- October 6, 2020
- Created Taxes Due notice- October 6, 2020
- Updated Planning bylaw- October 6, 2020
- Added new pages for Heritage- October 6, 2020
- Posted October Grapevine- October 6, 2020

Evonne Zukiwski  
Communications Technician

2020/01/01

2020/12/31

Communications for Departments 0 Ad(s)  
Created

Evonne Zukiwski:

**Achievements:**

- Created 'Farm Feel Good' ad- September 28, 2020
- Created FCSS Grant ad- September 29, 2020
- Created Tax Installment Payment Plan ad- October 8, 2020

Evonne Zukiwski  
Communications Technician

2020/01/01

2020/12/31

Branding Development

Evonne Zukiwski:

**Achievements:**

- Began creating consistent email signature- October 1, 2020
- Rolled out universal email signature to all County employees- October 8, 2020

Evonne Zukiwski  
Communications Technician

2020/01/01

2020/12/31

Develop Advertisements and Information Publications 0 Ad(s) Created

Evonne Zukiwski:

**Achievements:**

- Created appointed CAO announcement media release- September 24, 2020

40 / 0 Update(s)  
40 Update(s) ahead

17 / 0 Ad(s)  
Created  
17 Ad(s) Created ahead

1%  
1% ahead

1 / 0 Ad(s) Created  
1 Ad(s) Created ahead

Evonne Zukiwski

Communications Technician

2020/01/01 - 2020/12/31 County Website Maintenance

Evonne Zukiwski:

Achievements:

- Set up and ran a test microsite - September 17, 2020
- Created welcome and 'how-to' starter guide for microsite users- September 21, 2020
- Set up RCDC with new microsite- September 22, 2020
- Set up Kinettes microsite and turned administration over- October 1, 2020
- Set up Community Learning Council microsite and turned administration over- October 8, 2020

7% ahead

Evonne Zukiwski  
Communications Technician

2020/01/01 - 2020/12/31 Produce & Distribute Grapevine: 12 Newsletter(s)

Evonne Zukiwski:

Achievements:

- Sent October Grapevine to papers- September 30, 2020

83%  
10 / 12  
Newsletter(s)  
10 Newsletter(s)  
ahead

Evonne Zukiwski  
Communications Technician

2017/12/31 - 2020/12/30 Training Activity (COM) 0 Event(s)

Evonne Zukiwski:

Achievements:

- Registered for Class #1 of FOIP training- September 17, 2020

→ Participate in Training: 100%

0 / 0 Event(s)

1%  
1 / 100%  
1% ahead

S.I.S.f.

Section 01-M

Policy 41-01

### Schedule "A"

## TRAINING EVENT



**SMOKY LAKE COUNTY**

**DEPARTMENT:** Environmental Operations

**REPORT**

EVENT	<b>NAME:</b> <u>Terry Bodnar</u>	<b>DATE:</b> <u>Sept 24</u>
	<b>ORGANIZATION:</b> <u>AWWOA</u>	<b>LOCATION:</b> <u>Edmonton</u>
<input type="checkbox"/> Seminar <input type="checkbox"/> Convention/Symposium <input type="checkbox"/> Conference <input checked="" type="checkbox"/> Workshop		
SUMMARY <i>Course</i>  Water Reuse - Challenges and Opportunities	<b>Contents:</b> Course on ways to reuse wastewater from homes, recycling grey water ie; having water from sinks, showers and washing machine plumbed to a different holding tank then reused for flushing toilets. Another topic was to use water collected from storm water ponds for irrigation. These reuses require some form of treatment to the water before it can be reused, therefore making it expensive and not very common in Canada.	
RESULTS	<b>What I took away:</b> An awareness that although recycling is needed it will be awhile before it becomes financially feasible	
WHY DID YOU ATTEND	<b>Benefits:</b> Acquired 0.6 towards water/wastewater renewal	
<b>Prepared by Employee</b>	<b>DATE:</b>	<b>COUNCIL MEETING DATE:</b>
Terry Bodnar	10/13/20202	

5.1.5.k



TRAINING EVENT  
Oct 15, 2020

2

GOALS

GIS PLAN  
(GIS) MANAGER'S PLAN

Goal	Training Event Form
------	---------------------

→ (GIS)  
Training  
Event  
Form  
2020

**NEW** Carole Dowhaniuk:

**Smoky Lake County Department:** GIS

**Event Name:** Municipal Innovation Forum

**Event Date:** 2020/10/08

**Organization:** MuniSight

**Location:** Virtual Event

**Event Type:** Seminar

**Smoky Lake County Attendees:** Carole Dowhaniuk

**SUMMARY - Contents:** Data Driven Decision Making

- Using MuniSight to get data insights

- Looking ahead - how they can help

Measuring Service Delivery

- Best Practices for Data collection in the field
- Plan, track, and report on operational activities

**RESULTS - What I took away:**

- Reporting

- New training portal

- Future products

- Maximizing MuniSight in our Municipality

**WHY DID YOU ATTEND - Benefits:** To improve my skills and knowledge. To engage with other Municipalities.

**Mileage Costs:** \$0

**Meal Costs:** \$0

**Other Costs:** \$0

**Lodging Costs:** \$0

**Registration Costs:** \$0

**Total Costs:** \$0

2020/10/15

**NEW** Carole Dowhaniuk:

**Smoky Lake County Department:** GIS

**Event Name:** Municipal Innovation Forum

**Event Date:** 2020/10/06

**Organization:** MuniSight

**Location:** Virtual Event

**Event Type:** Seminar

**Smoky Lake County Attendees:** Carole Dowhaniuk

**SUMMARY - Contents:** Breaking Down Silos and Streamlining Processes

- Improve collaboration with MuniSight
- Centralize and digitize your data

Improving Data Accuracy

- Visualizing Current gaps
- Improving efficiencies with trusted data

**RESULTS - What I took away:** Connect, Simplify and Adapt with Municipal Departments and utilizing the knowledge of department staff

**WHY DID YOU ATTEND - Benefits:** To improve skills and knowledge .Gain knowledge from other Municipalities.

**Mileage Costs:** \$0

**Meal Costs:** \$0

**Other Costs:** \$0

**Lodging Costs:** \$0

**Registration Costs:** \$0

**Total Costs:** \$0

2020/10/15



5.2.3.a

SEP 14 2020

Craig Lukinuk  
P.O. Box 310  
4612 McDougall Drive  
Smoky Lake AB T0A 3C0

2020-01130463

Dear Craig Lukinuk:

Thank you for your correspondence of July 28, 2020, addressed to the Honourable Marco E.L. Mendicino, Minister of Immigration, Refugees and Citizenship, regarding Hendrik Lourens' application for permanent residence.

Your support for the Lourens family is noted. However, I am unable to provide you with case-specific information unless Immigration, Refugees and Citizenship Canada (IRCC) records indicate that you have been authorized to receive information specific to this case. This is consistent with Canada's *Privacy Act*, which protects a person's right to privacy when dealing with Canadian government institutions. However, I can provide you with the following general information.

Please be assured that Immigration, Refugees and Citizenship Canada makes every effort to manage the applications received in the most efficient and effective way.

Due to the novel coronavirus pandemic, special measures have been put in place which may disrupt services. All existing and new applications will continue to be processed but may experience processing delays.

Requests for expedited processing of applications are understandable. However, applications are, in general, only expedited in extraordinary cases with compelling circumstances. Applicants should direct any information or documentation in support of such a request to the processing office.

Thank you for taking the time to write.

Sincerely,

F. Macmillan  
Ministerial Enquiries Division

Reply To

County Council

August 27, 2020

motw 1064-20

5.2.5.a

Tuesday, September 29, 2020

County of Smoky Lake FCSS  
PO Box 310  
Smoky Lake, AB T0A 3C0



To Whom it May Concern,

The Jessica Martel Memorial Foundation (JMMF) is a local not-for-profit organization serving the Sturgeon Region, City of St. Albert, and surrounding communities. We envision a society that does not tolerate domestic violence and communities bringing safety and hope to vulnerable individuals and families. To this end, we provide outreach support to those navigating domestic abuse, public education about family violence, and emergency shelter. Jessie's House, a 35-bed first stage emergency shelter located in Morinville, which supports individuals, of any age or gender, and families opened on May 19, 2020. The first new shelter to be constructed in Alberta in 22 year, we provide trauma-informed, personalized care in a medium to high barrier shelter setting.

Because you work in a position of service and trust with potentially vulnerable members of our community, we are reaching out to you to connect at-risk individuals to our supports. We can provide your office with program flyers, business cards and brochures. We ask you to place our communication materials in your counseling rooms and/or washrooms, to protect client privacy and offer them a safe space to review the materials. These resources have been well received by our community, and we encourage you to contact us whenever additional resources are needed. You may also request digital copies of these files for in-house printing, or electronic sharing as required. You may also follow us on Facebook (@jessicamartelmemorialfoundation), Twitter (@JMMFoundation), Instagram and/or LinkedIn (@jessicamartelfoundation).

We hope you will join us in reaching out to support those impacted by family violence. Should you have any questions or require more resources, please do not hesitate to contact us.

Warmest Regards,

Teena Hughson, B.A. (she/her)  
Community Engagement Coordinator  
Jessica Martel Memorial Foundation  
587-879-5465 | [teena.hughson@jmmf.ca](mailto:teena.hughson@jmmf.ca)

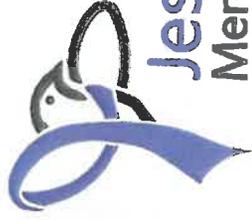
Box 3167  
Morinville, AB T8R 1S1  
Business: 780-939-5289  
[info@jmmf.ca](mailto:info@jmmf.ca)  
[www.jmmf.ca](http://www.jmmf.ca)

*Until all homes are safe, there's Jessie's House.*

Crisis & Intake: 1-866-939-2850  
Registered Charity # 81498 9505 RR0001

**support us**

**contact**



**Jessica Martel**  
Memorial Foundation

## Donate

Your donation provides safety, hope and healing to individuals and families living violence at home.

Donations may be made online:  
[www.jmmf.ca/donate](http://www.jmmf.ca/donate)

E-transfers may be sent to:  
[finance@jmmf.ca](mailto:finance@jmmf.ca)

Cheques or money orders may be mailed to:

The Jessica Martel  
Memorial Foundation  
Box 3167  
Morinville, AB T8R 1S1

Reg Charity  
#81498-9505-RR0001

## Get Involved

To volunteer or host a fundraiser:

780-939-5289  
[www.jmmf.ca](http://www.jmmf.ca)  
[info@jmmf.ca](mailto:info@jmmf.ca)

## Crisis Line (24/7)

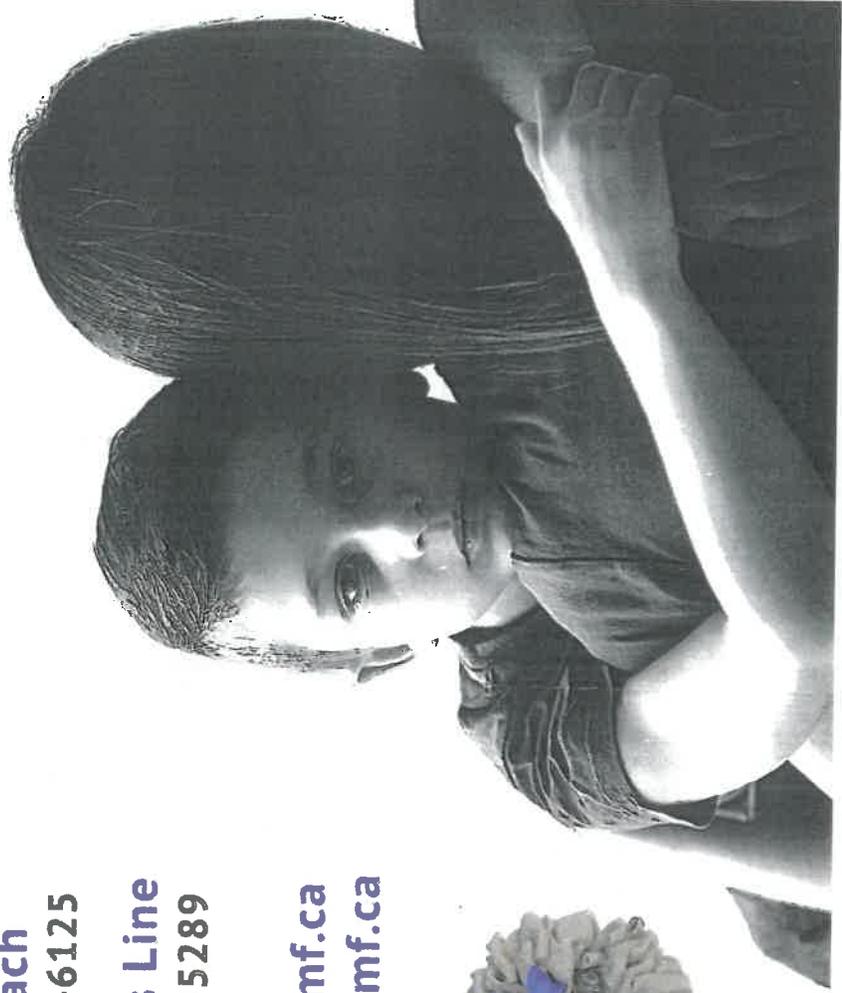
1-866-939-2850

House Phone  
780-939-2870

Outreach  
587-879-6125

Business Line  
780-939-5289

[www.jmmf.ca](http://www.jmmf.ca)  
[info@jmmf.ca](mailto:info@jmmf.ca)



# Jessie's House

**“** I was afraid to leave my relationship because I didn't think I could make it on my own. Then I met with the JMMF and found out how to do that safely. From making an emergency plan, to plan my leaving, how to afford it... If it wasn't for their help, I don't know where we'd be today. **”**

**Anonymous, Outreach Client**



**Until all homes are safe, there's Jessie's House.**

## About Jessie's House

Jessie's House is a 35-bed emergency shelter located in Morinville, Alberta. We provide support to individuals, of any age or gender, and families who are escaping violence at home.

More than just a bed, we provide a broad range of supports including family violence outreach, case management and court support.

Built to accommodate single residents or families, we are committed to providing, specialized supports for children who've lived through the trauma of abuse.

As a trauma-informed facility we meet residents where they are, reducing as many barriers to support as possible. Our person-centered approach promotes healing and empowers individuals to break free from domestic abuse, permanently.

## For shelter intake 24/7:

1-866-939-2850

## House Line:

780-939-2870

## 24-Hour Crisis Line

Client Advocates are available to provide emotional support, safety planning, advocacy, referrals and shelter intakes 24 hours a day:

**1-866-939-2850**

## Residential Services

- Basic Needs
- referrals to community agencies
- advocacy
- case management
- court support
- safety planning
- danger assessments
- child minding centre
- sensory room
- spiritual room
- smudging room

## Community Outreach

Our community outreach worker empowers survivors to reconnect to community. By linking them to necessary resources and community supports, they are more likely to break-free from the cycle of family violence permanently.

Call: 587-879-6125

Email: [outreach@jmmf.ca](mailto:outreach@jmmf.ca)



5.2.13. a

September 17, 2020

Ms. Lydia Cielin  
Smoky Lake County  
PO Box 310  
Smoky Lake, AB  
TOA 3C0  
[lcielin@smokylakecounty.ab.ca](mailto:lcielin@smokylakecounty.ab.ca)

Dear Ms. Cielin,

As of Aug 21, 2020, the members of the Northern Lights Library System Board have approved the 2021 budget. The budget includes 0% levy increase for Municipalities and/or their Library Boards. Levies will be based on the 2018 population as per the Alberta Government website.

Please send a copy of your municipal council motion accepting or rejecting the presented Northern Lights Library System Board 2021 Budget at 0% levy increase.

A friendly reminder to please send confirmation of your appointed Municipal representative to the NLLS board from your upcoming Organizational Meeting.

**2021 Levies:**

\$5.23 per capita            Municipality  
**\$10.46 per capita        Municipality without Library Board**

The total levy for 2021 equals **\$25,742.06** from Smoky Lake County. (2461 x \$10.46)

Within this levy is Library Book Allotment funds. \$2.15 from the above \$10.46 per capita is allocated to each library in your county as per the formula you set forth. If this funding formula has changed, please advise us immediately.

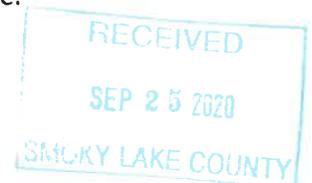
County of Smoky Lake	\$ 5,291.15	Smoky Lake	50%	\$ 2,645.58
	(2461 x 2.15)	Vilna	25%	\$ 1,322.79
		Waskateneau	25%	\$ 1,322.79
			<b>100%</b>	<b>\$ 5,291.15</b>

If you have any questions, you may contact your Northern Lights Library Board member representative. A copy of the budget is available from your Northern Lights Library Board member representative.

Regards,

Vicky Lefebvre  
Chairman  
Northern Lights Library System Board

Terri Hampson  
Interim Acting Director  
Northern Lights Library System



**Alberta** Culture, Multiculturalism  
and Status of Women

**Heritage Division**  
**Historic Resources Management Branch**  
Old St. Stephen's College  
8820 - 112 Street  
Edmonton, Alberta T6G 2P8  
Canada  
Telephone: 780-431-2300

RECEIVED  
OCT 14 2020  
SMOKY LAKE COUNTY

October 7, 2020

File No.: HR-3635-19S

Mr. Kyle Schole  
Planning, Development and Heritage Assistant  
Smoky Lake County Heritage Board  
4612 McDougall Drive  
PO Box 310  
Smoky Lake, AB T0A 3C0

Dear Mr. Schole:

This is to acknowledge receipt of the *Grant Funding Agreement* for the **Bellis Firehall**.  
Enclosed is a fully executed copy for your file.

Sincerely,



Valerie Clark  
Program Assistant

Enclosure

## GRANT FUNDING AGREEMENT

BETWEEN:

HER MAJESTY THE QUEEN IN RIGHT OF ALBERTA AS REPRESENTED BY THE  
MINISTER OF CULTURE, MULTICULTURALISM AND STATUS OF WOMEN  
(the "Minister")

AND

SMOKY LAKE COUNTY HERITAGE BOARD  
(the "Recipient")

**WHEREAS** the Recipient is a municipal authority formed pursuant to the *Municipal Government Act*, R.S.A. 2000, Ch M-26;

**WHEREAS** the Minister is empowered, pursuant to the Community Development Grants Regulation, as amended, (the "Grants Regulation") to make grants to a person or organization for purposes related to any program, service or other matter under the administration of the Minister;

**AND WHEREAS** the intent of this Agreement is to provide funding under the Heritage Preservation Partnership Program for the conservation of the **Bellis Firehall in Bellis, Alberta**, which is a historic resource, as set out in Schedule A attached hereto (the "Approved Project");

**THEREFORE**, in consideration of the terms and conditions set out in this Agreement, the Minister and the Recipient agree as follows:

### CONDITIONS PRECEDENT

1. Payment of grant funds under this Agreement is subject to the Recipient satisfying the following conditions:
  - a) Submission of the following documentation as proof of having completed all or part of the work required for the Approved Project:
    - i. Completed Record of Cash Expenditures Form, attached hereto as Schedule B-1;
    - ii. Completed Record of Donated Labour, Services, Materials, Equipment Form, attached hereto as Schedule B-2, if applicable;
    - iii. Clear, detailed receipts for material, labour and/or; and
    - iv. Copies of reports associated with the Approved Project, if applicable.
  - b) Inspection of the work completed for the Approved Project, or final inspection of the Approved Project by the Minister to ensure that it complies with the *Standards and Guidelines for the Conservation of Historic Places in Canada*.

## **GRANT**

2. The term of this Agreement shall commence upon signing of this Agreement by the parties and end on **January 31, 2021** (the "Term"). The Approved Project must be completed on or before the end of the Term unless extended by the parties in writing.
3. The Minister will pay to the Recipient a Grant for 50% of the eligible costs (the "Grant"), in an amount not to exceed **\$870**, subject to the conditions contained herein.
4. The Recipient is limited to receiving Grant funding for the Approved Project from the Minister in the amount set out in section 3.
5. The Recipient agrees it will use and administer the Grant, including any accrued interest or income earned on the Grant that may be realized by the Recipient as a result of holding or investing any or all of the Grant in an interest-bearing account or security, solely for the Approved Project.

## **GRANT USE**

6. The Recipient must use the Grant only for the Approved Project, or for any variation of that project approved by the Minister.
7. The Recipient must consult with the Historic Resources Management Branch of Alberta Culture, Multiculturalism and Status of Women with respect to the conservation of the identified historic resource in completing the Approved Project.
8. The Recipient acknowledges that it will be liable for the full amount of the Grant and will be bound to the terms of this Agreement, notwithstanding the Recipient's payment of Grant funds to a third party and the subsequent use of any Grant funds by that third party.
9. If the Recipient has not satisfied the terms of the Condition Precedent prior to the end of the Term, the Recipient will be deemed to have abandoned the Approved Project and the grant will be terminated and the funds will no longer be available to the Recipient.

## **THE RECIPIENT'S REPORTING REQUIREMENTS**

10. The Recipient shall:
  - a) use all reasonable efforts to proceed diligently and in a timely manner with the Approved Project;
  - b) keep and maintain, according to generally accepted accounting principles and practices consistently applied, full, complete and detailed records, books and documents relating to its operations and present them to the Minister within two weeks of a request and
  - c) formally acknowledge the Government of Alberta for its provision of the Grant on applicable reports, publications, correspondence and promotional materials. Where the Recipient disburses Grant funds to other organizations in furtherance of the Approved Project, the Recipient will ensure that it is a condition of such disbursements that the organizations receiving the Grant funds likewise acknowledge the Minister. The form of such acknowledgement will be determined in consultation with the Minister.

## HOLD HARMLESS

11. The Recipient agrees to indemnify and hold harmless the Minister, and his employee's and agents, against and from any and all third party claims, demands, actions or costs (including legal costs on a solicitor-client basis) to the extent arising from the Recipient's breach of this Agreement, or the negligence, other tortious act or wilful misconduct of the Recipient, or those for whom it is legally responsible, in relation to the performance of its obligations under this Agreement. This hold harmless provision shall survive this Agreement

## INSURANCE

12. The Recipient shall, at its own expense, and without limiting its liabilities or obligations under this Agreement, insure its operations under a contract of general liability insurance in an amount not less than \$2,000,000 inclusive per occurrence, insuring against bodily injury, personal injury, and property damage including loss of use thereof.
13. The Recipient shall, if required, maintain Workers' Compensation insurance in accordance with the requirements of the *Workers' Compensation Act*. The Recipient shall provide evidence of compliance with the *Workers' Compensation Act*, if requested by the Minister.
14. No representation or warranty of any kind is made by the Minister as to the completeness or suitability of this insurance and the Recipient shall determine and satisfy itself that it has appropriate and sufficient coverage to satisfy its own risk and insurance requirements and to cover its obligations under this Agreement.

## TERMINATION

15. This Agreement may be terminated:
  - a) by the Minister, in the Minister's sole discretion without cause, by giving 14 days written notice to the Recipient;
  - b) immediately by the mutual written consent of each of the parties; or
  - c) if, the Recipient fails to proceed with the Approved Project, is not carrying out the Approved Project, alters the Approved Project without the consent of the Minister, uses any part of the Grant other than for the Approved Project, or has otherwise breached any of its obligations pursuant to this Agreement, the Minister may give written notice to the Recipient referring to the breach.

if, upon the expiry of seven (7) days after written notice has been received by the Recipient of its breach of any obligation under this Agreement, the Recipient has not remedied the breach, the Minister may, by written notice, terminate this Agreement, in which case termination shall occur upon receipt or deemed receipt by the Recipient of the notice.

If this Agreement is terminated, without limiting in any way the Minister's rights or obligations under any applicable law, the Recipient will repay all or part of the Grant to the Minister in the amount and within the time period as determined by the Minister.

## **WAIVER OF BREACH**

16. A waiver of any breach of a provision by the Minister shall not be binding upon the Recipient unless the waiver is in writing and the waiver shall not affect the Minister's rights with respect to any other or future breach by the Recipient.

## **NO ASSIGNMENT**

17. This Agreement may not be assigned by the Recipient unless approved in writing by the Minister.

## **RELATIONSHIP**

18. This Agreement is not intended to and does not:

- a) constitute either party as the employee or agent of the other for any purpose, or otherwise create any relationship of employment or agency;
- b) constitute or create any joint venture; or
- c) constitute or create any partnership,

and neither party shall allege or assert for any purpose that this Agreement constitutes or creates a relationship of employment, agency, joint venture, or partnership.

## **CHOICE OF LAW AND JURISDICTION**

19. This Agreement shall be governed and interpreted in accordance with the laws in force in the Province of Alberta and the parties hereby irrevocably attorn to the jurisdiction of the courts of that Province.

## **CONFIDENTIALITY AND PRIVACY**

20. Any data or information concerning the Minister or any department, board, agency, or commission of the Government of Alberta, other than data or information available as a matter of public record, which is obtained by the Recipient in performing this Agreement shall be treated as confidential and not disclosed or made known to any other person without the written consent of the Minister. Notwithstanding completion or termination of this Agreement, this requirement shall continue in effect until waived by the Minister in writing.
21. The Recipient acknowledges that:
- a) the terms of this Agreement may be subject to disclosure under the Freedom of Information and *Protection of Privacy Act* (Alberta) ("FOIP Act"), as amended; and
  - b) the Recipient's name, the grant program and the amount of the grant will be published on the Government of Alberta Grant Disclosure Portal as authorized in section 40(1)(b) and (f) of the *FOIP Act*

## **SEVERABILITY**

22. Each of the provisions contained in this Agreement is distinct and severable and a declaration of invalidity, illegality or unenforceability of any such provision or part thereof by a court of competent jurisdiction shall not affect the validity or enforceability of any other provision of this Agreement.

## **AMENDMENT**

23. This Agreement may not be modified or amended except by mutual consent of the parties, in writing.

## **TIME OF THE ESSENCE**

24. Time shall be of the essence in all respects of this Agreement.

## **PARTY REPRESENTATIVES**

25. For the purpose of administering this Agreement, the Minister's representative shall be the Executive Director, Historic Resources Management Branch.
26. For the purpose of administering this Agreement, the Recipient's representative shall be [insert name and/or position title].
27. Upon written notice to the other party, the Minister or the Recipient may appoint an alternate representative to act in matters relating to the administration of this Agreement.

## **NOTICE**

28. Any notice, consent, approval or other communication under any provision of this Agreement must be in writing to be effective, and is effective when delivered by any means, including fax transmission or e-mail, to the following respective addresses:

- (a) if to the Minister:

Attention: Matthew Wangler  
Executive Director, Historic Resources Management Branch  
Alberta Culture, Multiculturalism and Status of Women  
8820 – 112 Street, Edmonton, Alberta, T6G 2P8  
Email: matthew.wangler@gov.ab.ca

- (b) if to the Recipient:

Attention: Kyle Schole  
Planning, Development and Heritage Assistant  
Smoky Lake County  
Email: kschole@smokylakecounty.ab.ca

Either party may change its address information by giving notice to the other in the above manner.

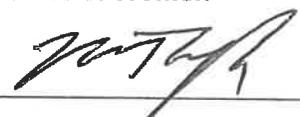
**EXECUTION**

29. This Agreement may be executed in any number of counterparts, each of which shall be deemed to be an original and all of which, together, shall be deemed to constitute one and the same agreement. This Agreement may be signed and sent by fax and this procedure shall be as effective as signing and delivering an original copy.

**IN WITNESS WHEREOF**, the parties have executed this Agreement by their authorized representatives.

**HER MAJESTY THE QUEEN IN RIGHT OF ALBERTA** as represented by the Minister of Culture, Multiculturalism and Status of Women

**SMOKY LAKE COUNTY HERITAGE BOARD**

Per: 

Per: 

Matthew Wangler

Noreen Easterbrook

Print Name

Print Name

Executive Director

Smoky Lake Heritage Bld Chair

Title

Title

Sept. 2, 2020

Sept 1, 2020

Date

Date

## **SCHEDULE A**

### **APPROVED PROJECT**

The Approved Project for which the Grant has been provided to the Recipient is as follows:

- repair and/or replace the front and rear windows
- replace the fascia boards and soffits on the eaves
- repoint the brick chimney above the roof
- repair the interior portion of the brick chimney and surrounding floor

**SCHEDULE B-1**

**ALBERTA CULTURE, MULTICULTURALISM AND STATUS OF WOMEN  
HERITAGE PRESERVATION PARTNERSHIP PROGRAM  
Record of Cash Expenditures  
Conservation Grants**

- To claim your grant, list the cash expenditures for work identified in the Grant Funding Agreement or grant approval letter.
- Enter your information directly on this form or use the form as a template.
- Attach supporting invoices/receipts as listed on this form.
- Ensure that the Grant Funding Agreement was signed and submitted to the Historic Resources Management Branch.

Name of historic resource					File No.
Briefly describe the work completed					
Is this project complete? <input type="checkbox"/> Yes <input type="checkbox"/> No			Is this your last claim? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Date (mm/dd/year)	Vendor	Invoice No	Description of Expense	Amount with GST	For office use only
<b>Total amount</b>					
Submitted by				Date submitted	
Printed name			Signature		

**SCHEDULE B-2**

**ALBERTA CULTURE, MULTICULTURALISM AND STATUS OF WOMEN  
HERITAGE PRESERVATION PARTNERSHIP PROGRAM  
Record of Donated Labour, Services, Materials, Equipment  
Conservation Grants**

- To claim your grant, list the donated labour, services, materials or equipment for the work identified in the Grant Funding Agreement (if applicable) or grant approval letter.
- Enter your information directly on this form or use as a template. Attach supporting statements, if any.
- Eligible portion of in-kind donations is up to 1/3 of cash expenditures. Cash expenditures are recorded in a separate form (Record for Cash Expenditures form).
- Ensure that the Grant Funding Agreement (if applicable) was signed and submitted to the Minister.
- Valuation rates to use: \$20/hr for unskilled labour, \$35/hr for skilled labour (e.g. qualified contractors or tradespeople), \$70/hr for heavy equipment and fair market value for professional services and materials/supplies. Do not include GST.

<b>Project</b>						<b>File No.</b>
Briefly describe the work completed						
Date (mm/dd/year)	Name of Donor	Description of Donated Labour, Service, Material or Equipment	No. of Hours	Rate per hour	Total Value	For office use only
<b>Total amount for this page</b> (Use back page if necessary)					\$	
<b>Submitted by</b>				<b>Date submitted</b>		
Printed name			Signature			

5.2.25.a

**Deputy Minister**  
18th Floor, Commerce Place  
10155 - 102 Street  
Edmonton, Alberta T5J 4L4  
Canada  
Telephone 780-427-4826  
Fax 780-422-9561

AR101854

September 22, 2020

Dear Chief Administrative Officer:

With the revised April 1, 2021, completion date for intermunicipal collaboration frameworks (ICFs) and intermunicipal development plans (IDPs) approaching, I want to thank you for your municipality's ongoing work on this important initiative. The next several months will be a critical time as we near the legislated deadline.

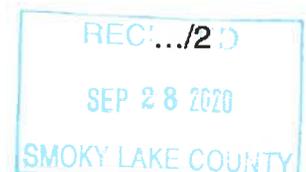
### **Intermunicipal Collaboration Frameworks**

Our records indicate that your municipality has not completed all of its mandatory ICFs. If you have completed ICFs that you have not yet notified the ministry about, please send notification to [icf@gov.ab.ca](mailto:icf@gov.ab.ca) with a copy to Assistant Deputy Minister, Gary Sandberg at [gary.sandberg@gov.ab.ca](mailto:gary.sandberg@gov.ab.ca).

If you are still in the process of finalizing ICFs and IDPs with municipal neighbours, I want to reiterate the following information that may help with their completion. Municipalities remain able to fully negotiate the details of an acceptable agreement by April 1, 2021. I encourage municipalities that still have areas of disagreement to consider seeking additional support, such as mediation. I am pleased to note that intermunicipal mediations over the last 20 years have had very high success rates.

Alternatively, in order to meet the legislated timeline, two municipalities with remaining areas of disagreement could complete an ICF with a commitment to resume negotiations on the services within a specified timeline. For example, an ICF would state the maintenance of existing intermunicipal arrangements for a set period (e.g., one to two years), and commit to renegotiation of the terms of the specific service(s) within the specified period. This would allow the legislated deadline to be met and ensure mandatory arbitration is not triggered.

If an ICF is not completed by April 1, 2021, the municipalities will be required to jointly select an arbitrator; if they cannot agree, they can request the Minister appoint an arbitrator. The costs of an arbitration will be borne fully by the municipalities.



There have been a number of inquiries to the ministry with respect to services delivered by third parties, such as library boards, regional services commissions, the RCMP, and the provincial government. Services delivered by third parties should not be included in ICFs, as the municipalities do not govern or operate these services directly. Conversely, an intermunicipal service operated by a municipality, such as a peace officer service, is required to be included in an ICF.

### **Intermunicipal Development Plans**

Recent amendments to the *Municipal Government Act* have streamlined IDP requirements. Municipalities can now opt out of completing an IDP as long as the parties agree that one is not required. If one or both municipalities believe an IDP is required, the IDP must be in place by April 1, 2021. Please note that mediation may also benefit the negotiations of IDPs. If an IDP is determined to be required and is not completed by April 1, 2021, the Minister must refer the dispute to the Municipal Government Board for recommendations, and may subsequently order the municipalities to establish an IDP in accordance with those recommendations.

### **Timeline Extension Requests**

Municipal Affairs is generally not prepared to support extensions to the ICF/IDP deadline, except in exceptional circumstances, or where municipalities simply need an additional one to two months to complete the process. I encourage all municipalities to act accordingly in order to avoid arbitration. Requests for extensions will only be considered if both municipalities indicate their support by council resolution.

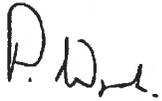
### **Ministry Supports**

The ministry remains steadfast in its support for municipalities in completing the first cycle of ICF/IDPs. If your municipality needs advice on the technical requirements, or is interested in facilitation or mediation support to complete ICFs or IDPs, please contact the Intermunicipal Relations team toll-free at 310-0000, then 780-427-2225, or at [icf@gov.ab.ca](mailto:icf@gov.ab.ca).

I wish to close with my hope that municipalities will, to every extent possible, complete ICFs and IDPs locally, proactively, and in a spirit of good faith and collaboration by the legislated deadline. Both mandatory arbitration for ICFs and review of the Municipal Government Board for IDPs are important contingencies; however, locally and autonomously developed ICFs and IDPs is the Government of Alberta's preferred outcome. As such, I encourage your municipality to progress with openness to reasonable compromise and a willingness to access advice and supports where needed.

I wish you every success in completing this important work.

Sincerely,

A handwritten signature in black ink, appearing to read "P. Wynnyk".

Paul Wynnyk  
Deputy Minister

## Lydia Cielin

---

**From:** Gerald Rhodes <gerald@rmaalberta.com>  
**Sent:** September-21-20 2:44 PM  
**Cc:** RMA Board Dist; Advocacy Staff  
**Subject:** Rural Municipal Finances PR campaign update + Sept 21 RMA Editorial "Drawing from municipal reserves won't solve taxation conflict"

Hello member Reeves, Mayors, & CAOs.

It has been a busy month battling the Public Relations campaign on Rural Municipal Finances rekindled recently by the Assessment Model Review regarding the taxation of Oil & Gas facilities. I will review the activities on this front and re-acquaint you with information so you can educate your MLAs if required and, battle the lobby groups and opposing voices both locally and provincially. Please click on links highlighted to access noted news releases and reports.

To start, after learning that both new to the job and newly elected UCP MLAs and caucus were noting concerns about rural municipalities having reserves, the RMA issued on November 14, 2019, the news release "[RMA Releases Municipal Financial Reserves Report](#)" and the report it was highlighting – "[Understanding Municipal Financial Reserves](#)".

More recently, on August 25, 2020 the RMA issued the news release, "[RMA sets the Record Straight on Rural Municipal Finances](#)", in response to the August 19 Canadian Taxpayer Federation (CTF) news release/report "[Municipalities need to cut spending before crying poor: Taxpayers Federation](#)". Noting Alberta rural municipalities' communications and news coverage in the last month about the impacts of the current Assessment Model Review models re decreased Oil & Gas facility assessment, the CTF's report wrongly compared expenditures in Alberta's rural municipalities with municipalities in other Canadian provinces on a per capita basis. Further the report advised that since Alberta's rural municipalities have higher per capita expenditures than all others in Canada that they should simply reduce their spending to deal with the threat of lost assessment. The RMA news release refuted the per capita comparisons based on the difference of AB rural municipalities to mainly urban municipalities across Canada both in the type and magnitude of services/infrastructure that they are responsible for and, the population density versus magnitude of cost in providing such services - especially noting our vast road network responsibility.

Coincidentally, also on August 25, 2020, Premier Kenney facilitated a cabinet shuffle appointing Tracy Allard as our new Minister of Municipal Affairs. In making this announcement, from numerous news articles the Premier is quoted as stating that as part of her new role Minister Allard will be publishing a "fiscal report card" on the performance of Alberta's municipalities compared against the fiscal performances of municipalities in other parts of the country. As noted with the same day CTF news release error in approach, we will be pushing to ensure that only relevant and appropriate comparisons are made.

Moving ahead to today, September 21, 2020, the RMA issued the Opinion Editorial in the Calgary Herald "[Drawing from municipal reserves won't solve taxation conflict](#)" (click link or view editorial from President Al Kemmere copied below). This RMA editorial is in rebuttal to last week's September 15, 2020 editorial in the Calgary Herald by Sue Riddell Rose, president and CEO of Perpetual Energy Inc – "[Modernization of municipal taxation will help Alberta prosper](#)". In this article the author indicated that it "may be necessary for rural municipalities to pull down from accumulated surpluses as most municipalities have an accumulated surplus that can sustain current spending levels for multiple years". We are please to be able to have been able to counter this editorial with relevant information and facts.

Lastly I will state that we have heard some positive indications from Minister Allard. At her recent Assessment Model Review outreach meeting with the central Alberta rural municipalities in Stettler she was asked about the attention that is being directed at municipal reserves. She answered with the Benjamin Franklin adage "If you fail to plan, you are planning to fail". She advised that reserves are part of good planning.

That's it to bring you up to speed. I flag this to make you aware that Municipal Finances will continue to be a dialogue with our provincial government, as lobbied aggressively by outside forces and as per government direction. We need to be prepared to speak and educate with facts and apples to apples comparisons.

Regards,

**Gerald Rhodes, CLGM, MBA, CAE**

*Executive Director*



Office: 780.955.4077  
Cell: 780.893.3783  
Scheduling: 780.955.4076  
[RMAAlberta.com](http://RMAAlberta.com)

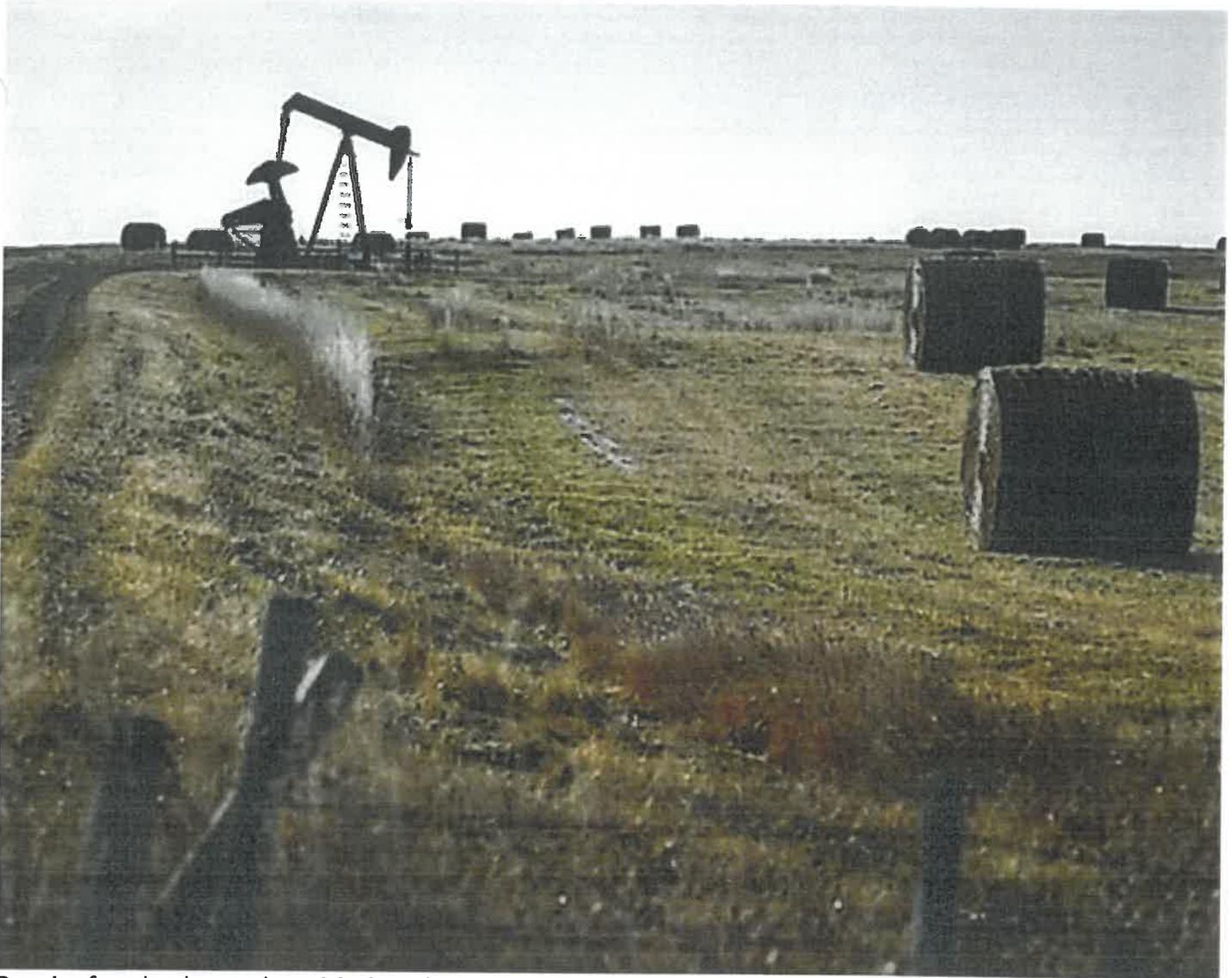
2510 Sparrow Drive, Nisku, Alberta T9E 8N5 780.955.3639

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p.s. Members are also encouraged to revisit RMA's 2013 report, [\*\*\*Apples to Apples: Rural Municipal Finance in Alberta\*\*\*](#), for an important overview of rural municipal finances and how fiscal realities differ for rural and urban municipalities. The principles of this report stand true to this day.

## **Opinion: Drawing from municipal reserves won't solve taxation conflict**

**Calgary Herald**  
Publishing date:  
Sep 21, 2020



Drawing from hard-earned municipal surpluses is not the solution to the taxation conflict for rural oil and gas properties, says columnist. PHOTO BY JEFF MCINTOSH /THE CANADIAN PRESS

Like all of Alberta, municipalities are in a difficult situation due to the struggling economy and worldwide pandemic. The government of Alberta is considering changes for how oil and gas properties, including wells and pipelines, are assessed for property tax purposes. These potential changes could reduce tax revenues for rural municipalities, leading to lower municipal service levels and higher taxes for rural residents and non-oil and gas businesses. Fortunately, the province is consulting municipal and industry stakeholders to ensure any changes minimize these impacts.

As the oil and gas industry is facing significant struggles, some industry representatives have recently advocated for changes to the municipal property assessment and tax system to reduce taxes paid by industry. They have argued that municipalities can simply use financial reserves as a substitute for property taxes, which is misleading.

Unlike other levels of government, municipalities are legally prohibited from creating a deficit budget, and municipalities practice sound financial planning as a result. Even in a year in which they invest in a major capital project like a water line or recreation centre, municipalities cannot plan to spend more than they take in. This leaves two options to fund capital projects: take on debt or save over multiple years through reserves.

As debt results in interest costs, most rural municipalities prefer to save money in advance. Building reserves is a fiscally responsible move, and municipalities should be applauded for this financial foresight, rather than called on to "pull down from accumulated surpluses" to finance operations. Over 90 per cent of the reserves held by rural municipalities in 2018 were "restricted," meaning they were earmarked for a specific capital project, most of which are funded through a competitive bid process that reflects true construction costs, including inflation. Pulling from restricted reserves to fund operations means that these capital projects go uncompleted and all industries and residents lose access to these investments. As rural municipalities manage over 70 per cent of Alberta's roads and 60 per cent of Alberta's bridges, these capital projects are often focused on core infrastructure used by oil and gas, forestry, agriculture and other industries.

It has been argued that oil and gas properties in Alberta are taxed at a much higher rate than in other provinces. This assumption ignores the second half of the equation: Alberta's rural municipalities provide more services to larger areas than their peers in other provinces. In fact, Alberta is the only province where municipalities cover the entire landmass, from north to south, east to west. Unlike in British Columbia, for example, where sparsely populated areas with high levels of industrial activity are managed by the province, Alberta's municipalities are responsible for providing roads, bridges, water, wastewater, snow removal and other services to the entire province, even in areas with no residential tax base. To put this into perspective, in 2018 Alberta's rural municipalities spent just under 50 per cent of their total expenses on transportation, while municipalities in Ontario and British Columbia spent around 10 per cent.

Rural municipalities typically collaborate with the oil and gas industry and hope to continue to do so. However, simplistic assumptions that rural municipalities can meet capital and operational responsibilities without property tax revenues is not only unfair, it demonstrates a misunderstanding of how municipalities operate. Rather than attacking municipalities for their attempts to be proactive in planning and fiscal management, the oil and gas industry should seek to work with municipalities on solutions that address the challenges both groups are facing.

RMA is continuing to pursue solutions and aims to work with the oil and gas industry and the government of Alberta to find a solution that meets the viability needs of all affected parties.

*Al Kemmere is president of [Rural Municipalities of Alberta](#).*

<https://calgaryherald.com/opinion/columnists/opinion-borrowing-from-municipal-reserves-wont-solve-taxation-conflict/wcm/a922a7ee-0484-44c2-97f2-dda79db707f2/>

**Deputy Minister**  
18th Floor, Commerce Place  
10155 - 102 Street  
Edmonton, Alberta T5J 4L4  
Canada  
Telephone 780-427-4826  
Fax 780-422-9561

RECEIVED  
OCT 14 2020  
SMOKY LAKE COUNTY

AR102252

October 5, 2020

Mr. Gene Sobolewski  
Chief Administrative Officer  
Smoky Lake County  
PO Box 310  
Smoky Lake Alberta T0A 3C0

Dear Mr. Sobolewski:

I wish to advise that your municipality has been selected to participate in a Municipal Accountability Program (MAP) review in 2021. Attached is a program summary.

The MAP process will include a meeting with you to review municipal documents and discuss policies, procedures, and processes.

A report identifying areas of legislative compliance and any gaps that may exist will be provided to you. In order to assist you in addressing any areas of non-compliance, the report will also include recommendations and resources specific to each matter identified. It is my expectation the report generated as a result of the MAP review will be shared with council at a public council meeting.

A municipal accountability advisor will be contacting you in the near future to provide further details regarding the program as well as discuss requirements and scheduling of the review. Scheduling will take into consideration your workload and availability.

If you have any questions or concerns, please contact a municipal accountability advisor with the Municipal Capacity and Sustainability Branch of Municipal Affairs toll-free at 310-0000, then 780-427-2225.

Sincerely,



Paul Wynnyk  
Deputy Minister

Attachment: Municipal Accountability Program Summary

# Municipal Accountability Program Program Summary

## Objective

To collaboratively foster effective local governance and build administrative capacity in Alberta's municipalities.

Continued proactive contact, support, and relationship building will be maintained throughout a multi-year cycle with each municipality as needed or as requested, regardless of compliance status.

There is no cost to municipalities participating in the MAP.

## Summary

The Municipal Accountability Program (MAP) will review municipal processes and procedures to help develop knowledge of mandatory legislative requirements. This will support municipalities with their legislative compliance.

The MAP will consist of multi-year cycle reviews, ordered by the Minister under Section 571 of the *Municipal Government Act*. Municipalities with populations of 2,500 or less will participate in the MAP.

The primary contact for the ministry will be the chief administrative officer (CAO). Ministry staff will co-ordinate the visit with the CAO and make document requests through the CAO, or their designate.

Working collaboratively with the CAO, a customized 'MAP' report will be provided to the CAO, which will identify areas of compliance, as well as include recommendations and resources to assist in remedying any legislative inconsistencies that may exist.

## Program Highlights

- Designed to support municipalities by helping to understand legislative requirements.
- Assisting CAOs in confirming the areas where they are doing well, and identifying any areas of concern to avoid concerns from developing into significant problems.
- A proactive approach with the ministry working collaboratively with CAOs to develop a report for the CAO that will contain recommendations and resources.

# October 2020

6.4



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
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**INFORMATION RELEASED:**

**September 18, 2020: R58-20** - Craig Copeland, Mayor, City of Cold Lake, dated July 7, 2020 - Re: Criminal Code Amendment. **F**  
**September 24, 2020: R59-20** - Gerald Rhodes, Executive Director, RMA, dated September 21, 2020—Re: RMA Finances PR campaign Update - Assessment Model. **F**  
**September 24, 2020: R60-20** - RMA Bulletin - September 9, 2020, Re: Registration for EOE's Regional Partnerships and Collaboration Course. **F**

**Policy Statement: 01-28-01**  
 Regular County Council Meeting:  
 Issue for Information and Information Releases

**PROFESSIONAL DEVELOPMENT:**  
 1

**READING FILE:**

			<b>1</b> R61-20 R62-20	<b>2</b>	<b>3</b>
<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b> R63-20	<b>9</b>
<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b> R64-20	<b>16</b>
<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b>	<b>22</b>	<b>23</b>
<b>25</b>	<b>26</b>	<b>27</b>	<b>28</b>	<b>29</b>	<b>30</b>
					<b>31</b>

**R61-20** - RMA: Contact Newsletter: September 25, 2020. **F**  
**R62-20** - Metis Crossing Harvest Dinner Invitation—October 3, 2020 from 5:00 to 8: 00 p.m. **Who can attend— attend.**  
**R63-20** - F. Macmillan, Ministerial Enquiries Division, Citizenship and Immigration Canada, dated September 14, 2020 - Re: Reply to letter sent regarding Dr. Lourens' citizenship. **A**  
**R64-20** - Aspen View Board Highlights - October 8, 2020. **F**

**F:** File for Information  
**A:** Acknowledge receipt



**Jenna Preston**

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**From:** Mikhail Ivanchikov <mi@dandelionrenewables.com>  
**Sent:** October 15, 2020 3:32 PM  
**To:** Jenna Preston  
**Subject:** Re: Smoky Lake County delegation

Hi Jenna,

No worries as 2.30pm works well for me. Please advise if it would be acceptable to present in person on that day, respecting the physical distance conditions of course?

Warm regards



**Mikhail Ivanchikov**

President, Dandelion Renewables

**P** (780)566-6058    **E** mi@dandelionrenewables.com  
**W** www.dandelionrenewables.com

On Thu, Oct 15, 2020 at 10:52 AM Jenna Preston <[jenna.preston@smokylakecounty.ab.ca](mailto:jenna.preston@smokylakecounty.ab.ca)> wrote:

Good morning Mr. Ivanchikov,

On our County Council meeting coming up on October 22<sup>nd</sup>, we are having a public hearing that may run a little later into the afternoon. Would it work for you if we put you down as a delegation for 2:30 p.m.? Please let me know by today if possible. We are sorry for any inconvenience this may have caused you.



**Jenna Preston**

*Municipal Clerk*

p:780-656-3730

tf:1-888-656-3730

4612 - McDougall Drive, PO Box 310

Smoky Lake, Alberta, T0A 3C0

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