



**Smoky Lake County**  
**Smoky Lake County Regular Council Meeting**  
**October 30, 2025 – Following the Organization Meeting at 9:00 a.m.**  
**In Person - Council Chambers**  
**4612 - McDougall Drive, Smoky Lake, Alberta**  
**or Virtually: Please join using this link:**  
<https://video.businessconnect.telus.com/join/681301263>  
**Meeting ID: 681301263**

- 1 Called To Order**
- 2 Adoption of Agenda**
- 3 Adoption of Minutes**
  - 🔗 Adoption of October 9th, 2025 Regular Council Minutes
- 4 Delegation(s)**
  - 4.1 RCMP Anita Doktor 12:00 p.m. Meet and Greet lunch
- 5 Public Hearing - NIL**
- 6 Public Question and Answer Period between 11:30 a.m. & 12:00 p.m.**
- 7 Request for Decisions**
  - 7.1 Request for Decision - Smoky Lake Lions Club Bus Maintenance
    - 🔗 Request for Decision - Smoky Lake Lions Club Bus Maintenance
    - 🔗 Smoky Lake Lions Club letter received October 8th, 2025
  - 7.2 Request For Donation Remembrance Day Ceremony Wreaths
    - 🔗 Request For Donation Remembrance Day Ceremony Wreaths
  - 7.3 Request For Decision - Agricultural Service Board Producers-At-Large Appointments
    - 🔗 Request For Decision - Agricultural Service Board Producers-At-Large Appointments
    - 🔗 Agricultural Service Board Producers-At-Large
  - 7.4 Request for Decision - Tractor Tender Results
    - 🔗 Request for Decision - Tractor Tender Results
    - 🔗 Request for Decision - Tractor Quotes
  - 7.5 Request for Decision- ACP Grant
    - 🔗 Request for Decision- ACP Grant
    - 🔗 Request for Decision- ACP Grant Attachments
- 8 Request for Information**
- 9 Policy Review**
- 10 Chief Administrative Officer (CAO) Report**
- 11 Council Committee Reports**

## **12 Correspondence**

- 12.1 Response Letter from Office of the Honourable RJ Sigurdson, MLA
  - 📎 Response Letter from Office of the Honourable RJ Sigurdson, MLA
- 12.2 Thank you, Card, from Bellis Board of Trade
  - 📎 Thank you, Card, from Bellis Board of Trade
- 12.3 Stry 75th Anniversary Hall Fall Dine and Dance Event
  - 📎 Stry 75th Anniversary Hall Fall Dine and Dance Event
- 12.4 Rural Municipalities of Alberta - Welcome Letter
  - 📎 Rural Municipalities of Alberta - Welcome Letter

## **13 Information Release**

## **14 Financial Reports**

- 📎 2025 Monthly Council Reconciliation dated August 2025
- 14.1 Budget at a Glance Dated October 20, 2025
  - 📎 Budget at a Glance Dated October 20, 2025

## **15 Next Meetings**

- Thursday, November 6th, 2025. at 1:00 p.m. (Joint Annexation Discussion with the Village of Waskatenau)
- Thursday, November 10th, 2025, at 10:00 a.m. (Budget meeting)
- Thursday, November 13th, 2025. at 9:00 a.m. (Regular)
- Thursday, November 27th, 2025. at 9:00 a.m. (Regular)

## **16 In Camera (Executive Session)**

## **17 Out of Camera (Executive Session)**

## **18 Adjournment**



**Smoky Lake County**  
**Meeting Minutes**  
**Regular County Council Meeting October 9, 2025 - 09:00 AM**

**1 Called To Order**

The meeting was Called to Order at 9:03 a.m. by the Reeve, Jered Serben in the presence of the following persons:

| <b>ATTENDANCE</b>                                  |                      |                                  |
|----------------------------------------------------|----------------------|----------------------------------|
| <u>Div. No.</u>                                    | <u>Councillor(s)</u> | <u>Thursday, October 9, 2025</u> |
| 1                                                  | Dan Gawalko          | Present in Chambers              |
| 2                                                  | Linda Fenerty        | Present in Chambers              |
| 3 / Deputy Reeve                                   | Dominique Céré       | Present in Chambers              |
| 4                                                  | Lorne Halisky        | Present in Chambers              |
| 5 / Reeve                                          | Jered Serben         | Present in Chambers              |
| Interim CAO                                        | Brenda Adamson       | Present in Chambers              |
| Executive Services                                 | Chyenne Shaw         | Present in Chambers              |
| Recording Secretary                                | Meaghan Andreychuk   | Present in Chambers              |
| <u>Observers in Attendance Upon Call to Order:</u> |                      |                                  |
| Comm. Officer                                      | Evonne Zukiwski      | Virtually Present                |
| P & D Manager                                      | Jordan Ruegg         | Virtually Present                |
| Enviro Ops Manager                                 | Dave Franchuk        | Virtually Present                |
| Natural Gas Mng.                                   | Daniel Moric         | Virtually Present                |
| Fire Chief                                         | Scott Franchuk       | Virtually Present                |
| Deputy Fire Chief                                  | Spencer Kotylak      | Virtually Present                |
| Public Works Manager                               | Chris Minailo        | Present in Chambers              |
| GIS                                                | Carole Dowhaniuk     | Virtually Present                |
| Public                                             | 5 Members            | Virtually Present                |
| Delegation                                         | Cam Croswell         | Present in Chambers              |

**2 Adoption of Agenda**

**Resolution No: 839-25**  
Moved by Dominique Céré

That the Smoky Lake County Council Meeting Agenda for Thursday, October 9th, 2025, be adopted, with the following agenda item additions:

- **7.3** In Camera Session Section 19: Disclosure harmful to business interests of a third party
- **13.5** FCSS Guest Speaker “Aging with Purpose” event, October 23<sup>rd</sup> 2025

**CARRIED**

**3 Adoption of Minutes**

**Resolution No: 840-25**  
Moved by Linda Fenerty

That the minutes of the Smoky Lake County Regular Council Meeting, held on Thursday, September 25, 2025, be adopted with the following amendments:

- Resolution No.817-25  
That Smoky Lake County Council take no action regarding the letter dated August 19, 2025, and direct Administration to investigate alternative funding options to support community hall groups with operating costs **while maintaining the current natural gas riser cost agreement until its expiration.**
- Add apostasies where needed

**CARRIED**

**5      Public Hearing**  
NIL

**6      Municipal Planning Commission**  
NIL

**7      Request for Decisions**

**7.1    Waskatenau Annexation**  
**Resolution No:** 841-25  
Moved by Lorne Halisky

That Smoky Lake County direct administration to contact the Village of Waskatenau to host a joint meeting regarding the proposed annexation with Waskatenau, November 6th, 2025, at 1:00 PM located in Smoky Lake County Council Chambers.

**CARRIED**

**7.1.1   Motion 2**  
**Resolution No:** 842-25  
Moved by: Dominique Céré

That Smoky Lake County reject and defer the Village’s counterproposal and reiterate its proposed schedule and amounts for property tax compensation as per its June 26, 2025 letter to the proposed meeting on November 6th 2025 and provide the full cost breakdown for costs incurred for the remediation of the former nuisance grounds to the Village as requested, including copies of all invoices paid and disbursements received furthermore, Smoky Lake County receive written confirmation, to the satisfaction of Smoky Lake County, that any costs associated with the future removal, alteration or relocation of the existing natural gas infrastructure located on the lands legally described as NW-16-59-19-W4, be incurred by the Village of Waskatenau and/or the developer of said lands.

**CARRIED**

**4      Delegation(s)**

**4.1    Delegation Cam Croswell, DDC Sand + Gravel + Concrete at 9:15 a.m.**  
**Resolution No:** 843-25  
Moved by Lorne Halisky

Present before Council from 9:20 a.m. to 9:22 a.m. was Cam Croswell, Manager of DDC Sand, Gravel, Concrete, to discuss a proposed Winter Haul Road Agreement.

That Smoky Lake County accept the winter haul route, located at Township 604 from Range Road 181 and Range Road 131 between DDC Sand Gravel Concrete and Smoky Lake County depending on road conditions we may have to go to an alternate plan.

**CARRIED**

**7.3    In Camera (Executive Session)**  
**Resolution No:** 844-25  
Moved by Dominique Céré

That Smoky Lake County Council go into Executive Session, under the authority of the ATIA, **Section 19:** Disclosure harmful to business interests of a third party in the physical and virtual presence of all Council, Interim CAO, Executive Services, Planning and Development Manager and Recording Secretary time 9:24 a.m.

**CARRIED**

**7.4 Out of Camera (Executive Session)**

**Resolution No:** 845-25

Moved by Linda Fenerty

That Smoky Lake County Council go out of Executive Session, time 10:00 a.m.

**CARRIED**

**7.5 Request for Proposal - Land Lease (Handout)**

**Resolution No:** 846-25

Moved by: Jered Serben

That Smoky Lake County Council accept the offer to lease the lands legally described as SW-1-61-18- W4M, SW-2-61-18-W4M, NW-2-61-18-W4M, NE-3-61-18-W4M, SW-11-61-18-W4M & SE-10-61-18- W4M, in the amount of \$200.00/year for each parcel (cumulative total of \$1,200.00), dated October 1, 2025, received from Mr. Kevin Wawrynychuk (U Over 4 Ranching Ltd.), for a term of five (5) years, in response to the Limited Invitation to Tender extended by Smoky Lake County.

**CARRIED**

**7.5.1 Motion 2**

**Resolution No:** 847-25

Moved by Dan Gawalko

That Smoky Lake direct administration to reimburse the costs incurred to the lease of grazing lease of SML 140092 and 110047 due to the removal of infrastructure for aggregate exploration excluding the lease fee and taxes upon original invoices and proof of payment.

**CARRIED**

The Regular Council Meeting was recessed at 10:02 a.m.  
The Regular Council Meeting resumed at 10:13 a.m.

**7.6 Organization Meetings**

**Resolution No:** 848-25

Moved by: Dominique Céré

That Smoky Lake County Council repeal the following Policies:

- Policy Committee- Policy No. 22-01
- Negotiating Committee - Policy No. 15-02
- Joint Health and Safety Committee (Council) - Policy No. 05-07

and further that these committees be removed from the annual organizational Meeting Structure.

**CARRIED**

**7.6.1 Motion 2**

**Resolution No:** 849-25

Moved by: Linda Fenerty

That Smoky Lake County direct administration to bring back the procedural Bylaw to a Committee of the Whole Meeting for review and amendment to ensure compliance with the Municipal Government Act (MGA) and reflect current practices.

**CARRIED**

7.6.2    **Motion 3**

**Resolution No:** 850-25

Moved by: Lorne Halisky

That Smoky Lake County Council direct administration to draft a new policy regarding the appointment of Council Members to the Agricultural Society, including clearly defined terms of reference. Furthermore, Council directs administration to reach out to the Vilna and Waskatenau Agricultural Societies to appoint a committee member and an alternate representative from each society.

**CARRIED**

8            **Request for Information**

9            **Policy and Bylaw Review**

9.1        **In camera: ATIA Act, Section 22**

**Resolution No:** 851-25

Moved by Linda Fenerty

That Smoky Lake County Council go into Executive Session, under the authority of the ATIA Act, Section 22: Confidential Evaluations, to conduct a review of the proposed Lakeland HR Organizational Chart provided by Lakeland HR in the physical presence of all Council, Interim CAO, Executive Services, and Recording Secretary time 11:12 a.m.

Recording Secretary left Council Chambers at 11:16 a.m.  
Recording Secretary returned to Council Chambers at 11:21 a.m.

**CARRIED**

9.1.1      **Out of camera**

**Resolution No:** 852-25

Moved by Dominique Céré

That Smoky Lake County Council go out of Executive Session, time 11:40 a.m.

**CARRIED**

9.2        **Public Question and Answer Period between 11:30 a.m. & 12:00 p.m.**

**PUBLIC QUESTION AND ANSWER PERIOD - announced between 11:40 a.m. & 11:41 a.m.**

None in attendance

9.2.1      **In camera @11:42 a.m.**

**Resolution No:** 853-25

Moved by: Lorne Halisky

That Smoky Lake County Council go into Executive Session, under the authority of the ATIA Act, Section 22: Confidential Evaluations, to conduct a review of the proposed Lakeland HR Organizational Chart provided by Lakeland HR in the physical presence of all Council, Interim CAO, Executive Services, and Recording Secretary time 11:42 a.m.

Recording Secretary left Council Chambers at 11:58 a.m.  
Recording Secretary returned to Council Chambers at 12:00 p.m.

Interim CAO, exited Council Chambers at 12:01 p.m.  
Interim CAO, returned to Council Chambers at 12:04 p.m.

**CARRIED**

**9.2.1.1 Out of Camera****Resolution No:** 854-25

Moved by: Jered Serben

That Smoky Lake County Council go out of Executive Session, time 12:22 p.m.

**CARRIED****9.3 Lake land HR - Organization Chart****Resolution No:** 855-25

Moved by: Dominique Céré

That Smoky Lake County Council approve amended Policy 15-03-28 Organizational Structure and the recommended salary grid as per discussion.

**CARRIED****Recess for lunch**

The Regular Council Meeting was recessed for lunch at 12:23 p.m.

The Regular Council Meeting resumed at 1:06 p.m.

**9.4 Priority Roads Policy (Handout)****Resolution No:** 856-25

Moved by: Lorne Halisky

That Smoky Lake County Council adopt the Road Policy No. 03-15-05, as presented, and rescind the previous Road Maintenance Policy No. 03-51-02 and Road Inspection Policy No. 14-01-02 to establish a comprehensive framework for roadway inspection, maintenance, and long-term planning. Further, that Administration be directed to categorize all County roads in accordance with the new policy, identify required projects for inclusion in the 2026 Capital Budget and Five-Year Road Plan, and bring forward a separate policy regarding the Road Brushing Program for Council's future consideration.

**CARRIED****9.5 Fire Services Bylaw No. 1487-25****Resolution No:** 857-25

Moved by: Dan Gawalko

That Smoky Lake County give Bylaw No. 1487-25: Fire Protective Services, for the purpose of establishing and maintaining fire protective services for the County, be given **First Reading**.

**CARRIED****9.5.1 Fire Services Bylaw No. 1487-25 Second reading****Resolution No:** 858-25

Moved by Lorne Halisky

That Smoky Lake County give Bylaw No. 1487-25: Fire Protective Services, for the purpose of establishing and maintaining fire protective services for the County, be given **Second Reading** with the amendments to section 9.2 and 9.4.1.

**CARRIED****9.6 MCC for Smoky Lake Development Corp loan close out****Resolution No:** 859-25

Moved by Linda Fenerty

That Smoky Lake County give **Second Reading** to Bylaw No 1483-25 to repeal Bylaw 1413-22: A bylaw authorizing the lending of money to a Municipal Controlled Non-Profit Organization.

**CARRIED**

**9.6.1 Motion 2****Resolution No:** 860-25

Moved by: Jered Serben

That Smoky Lake County give **Third and Final** reading to Bylaw No 1483-25 to repeal Bylaw 1413-22: A bylaw authorizing the lending of money to a Municipal Controlled Non-Profit Organization.

**CARRIED****10 Chief Administrative Officer (CAO) Report****10.1 CAO Report - September 2025****Resolution No:** 861-25

Moved by Dominique Céré

That Smoky Lake County Council accept the Chief Administrators Report dated, September 2025, as presented.

**CARRIED****10.2 Action Item list - September 2025****Resolution No:** 862-25

Moved by: Linda Fenerty

That Smoky Lake County Council the Action List updated October 3rd, 2025, as presented.

**CARRIED****11 Capital Purchase - Replacement Grader****Resolution No:** 863-25

Moved by: Lorne Halisky

That Smoky Lake County defer the purchase of a grader and direct administration to bring back additional information, including quotes, to the December 11, 2025, Regular Council Meeting.

**CARRIED****12 Council Committee Reports****13 Correspondence****13.1 RMA Member Briefing - Minister of Municipal Affairs Mandate Letter****Resolution No:** 865-25

Moved by Dominique Céré

That Smoky Lake County Council acknowledge receipt of the Rural Municipalities of Alberta Member Briefing - Minister of Municipal Affairs Mandate Letter.

**CARRIED****13.2 RMA Member Bulletins****Resolution No:** 865-25

Moved by: Dan Gawalko

That Smoky Lake County Council Acknowledge receipt of the Rural Municipalities of Alberta Member Bulletins dated September 26th, 2025.

**CARRIED**

**13.3 Motion 2****Resolution No:** 866-25

Moved by Linda Fenerty

That Smoky Lake County Council direct administration to submit the name of late Councillor and Reeve, Dareld Cholak, for inclusion in the Memoriam recognition at the Rural Municipalities of Alberta Fall 2025 Convention.

**CARRIED****13.4 Letter of Support Request for Go East RTO for Travel AB Funding****Resolution No:** 867-25

Moved by Lorne Halisky

That Smoky Lake County Council direct administration to draft a letter of support to Go East Regional Tourism in their application to Travel Alberta, for the purpose of promoting Smoky Lake County, in the amount of \$100,000.

**CARRIED****13.5 FCSS Guest Speaker “Aging with Purpose” event, October 23<sup>rd</sup> 2025****Resolution No:** 868-25

Moved by: Dominique Céré

That Smoky Lake County direct administration to advertise the Family and Community Support Services Advisory Board event "Aging with Purpose" dated October 23<sup>rd</sup>, 2025, located at the Drop-in Centre in the Town of Smoky Lake on the County website and social media platforms and file as information.

**CARRIED****14 Information Release****15 Financial Reports****16 Next Meetings****Resolution No:** 869-25

Moved by Danny Gawalko

Smoky Lake County Council confirm the Next County Council Meetings:

- Thursday, October 9<sup>th</sup>, 2025, at 9:00 a.m. (Regular)
- Tuesday October 14<sup>th</sup>, 2025, at 9:00 a.m. (Joint Public Hearing)
- Thursday October 23<sup>rd</sup>, 2025, at 9:00 a.m. (Council workshop)
- Monday, October 27<sup>th</sup>, 2025, at 9:00 a.m. (Council Orientation/Training with RMRF)
- Thursday, October 30<sup>th</sup>, 2025, at 9:00 a.m. (Organizational and Regular)
- Thursday, November 6<sup>th</sup>, 2025, at 1:00 p.m. (Joint Annexation Discussion with the Village of Waskatenau)
- Thursday, November 10<sup>th</sup>, 2025, at 10:00 a.m. (Budget meeting)

**CARRIED****17 Adjournment****Resolution No:** 870-25

Moved by: Linda Fenerty

That the Smoky Lake County Council Meeting of Thursday, October 9<sup>th</sup>, 2025, be adjourned, time 2:36 p.m.

**CARRIED**



# Request for Decision (RFD)

**Meeting Date:** Thursday, October 30, 2025

**Agenda Item:** #

**Topic:** Smoky Lake Lions request

**Presented By:** Brenda Adamson, Interim CAO

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## **Recommendation:**

### **Optional motions:**

That Smoky Lake County take no action with regards to the October 1, 2025, letter of request from David Dalby, President of the Smoky Lake Lions Club

That Smoky Lake County donate regular maintenance services on the Smoky Lake Lions Club Paratransit bus to a maximum of \$?? Per year in response to the October 1, 2025, letter of request from David Dalby, President of the Smoky Lake Lions Club

That Smoky Lake County donate only the labour costs of regular maintenance services to a maximum of ?? hours per year in response to the October 1, 2025, letter of request from David Dalby, President of the Smoky Lake Lions Club

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## **Background:**

On October 1, 2025 the Smoky Lake Lions Club sent a letter requesting County support to cover the ongoing maintenance costs of the Paratransit bus providing services to the community.

## **Benefits:**

The Paratransit bus operated by the Lions club provides transportation services to individuals with mobility challenges to medical appointments as well as providing outings for the Seniors Clubs.

## **Disadvantages:**

Covering maintenance costs exposes the County to an unknown level of expenses.

## **Alternatives:**

- Council could provide maintenance services at full cost
- Council could provide no maintenance services
- Council could provide the labour for regular bus CVIPs and maintenance at no cost, requiring the club to pay for parts and supplies

## **Financial Implications:**

The financial implications of the request could be unlimited therefore, if Council chooses to support the request, the motion should



# Request for Decision (RFD)

**Legislation:**

**Intergovernmental:**

n/a

**Strategic Alignment:**

The Paratransit bus provides medical transportation for residents with mobility issues, thereby supporting the 2023-2025 strategic plan value of increasing services in health care.

**Enclosure(s):**

n/a

A handwritten signature in black ink, appearing to read "B. Adam", positioned above the signature line.

**Signature of the CAO:** \_\_\_\_\_

**October 1, 2025**

**Smoky Lake County**

4612 McDougall Drive  
Smoky Lake, AB T0A 3C0

**Attention: Chief Administrative Officer and County Council**

Dear CAO and Council Members,

The Smoky Lake Lions Club is a dedicated non-profit organization that has long served the residents of Smoky Lake and the surrounding area.

One of our key community services has been providing accessible transportation through a bus acquired entirely through fundraising efforts. This service has supported individuals with mobility challenges, enabling travel to medical appointments—both locally and in the Edmonton area—as well as social outings such as trips to the River Cree Casino, Walmart in Fort Saskatchewan, and scenic drives for residents of the Continuing Care Centre.

When the original bus could no longer meet inspection standards and had to be retired, it posed a serious threat to a service many in our community rely on. Thankfully, a generous local business donated a replacement vehicle, allowing us to keep this vital service in place. To ensure its continued reliability and safety, we are seeking Smoky Lake County's support in covering the ongoing maintenance costs. With your partnership, we can keep this essential service running and continue making a meaningful difference in the lives of residents who depend on it.

With the County's support in this area, the Lions Club can continue to reinvest our fundraising efforts into other important community programs, such as:

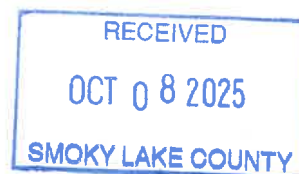
- Swimming lessons at Hanmore Lake (offered at \$10 per child)
- Support for the local food bank through proceeds from our pancake breakfasts
- Pond Hockey and the Dog Park
- Donations to other local initiatives and organizations

We greatly appreciate your consideration of this request and look forward to your response.

Sincerely,



*Dave Dalby*  
**Dave Dalby**  
**President**  
**Smoky Lake Lions Club**





# Request for Decision (RFD)

**Meeting Date:** Thursday, October 30, 2025  
**Topic:** Remembrance Day Ceremony Wreaths  
**Presented By:** Brenda Adamson, Interim CAO

**Agenda Item:** #

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## Recommendation:

That Smoky Lake County donate funds to both Royal Canadian Legions: Smoky Lake Legion Branch No. 227 and Waskatenau Legion Branch No. 261, in the amount of \$200.00 each, towards the Remembrance Day Ceremony wreaths and approve the Reeve (or designate) to place a wreath at the ceremony being held in the Town of Smoky Lake, and approve the Councillor from Division 5 (or designate) to place a wreath at the ceremony being held in the Village of Waskatenau.

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## Background:

Every year on November 11, Canadians pause in a silent moment of remembrance for the men and women who have served and continue to serve our country during times of war, conflict and peace. The County donates funds to the legions for the Remembrance Day Ceremony Wreaths and a Councillor usually participates in the Ceremonies.

## Benefits:

Acknowledges the courage and sacrifice of those who served their country and acknowledge our responsibility to work for the peace they fought hard to achieve. During times of war, individual acts of heroism occur frequently; only a few are ever recorded and receive official recognition.

## Disadvantages:

n/a

## Alternatives:

Council could choose to end this tradition, however it would be very short notice for the Legions.

## Financial Implications:

The budget for grants and organizations unspent or uncommitted is \$1,300.

The following funds have been provided thus far:

- ✓ \$500 Vilna Curling Club Memorial Bonspiel
- ✓ \$500 Spedden Fish & Game Family Fishing Event
- ✓ \$1,500 Anne Chorney Public Library
- ✓ \$1,500 Smoky Lake Public Library
- ✓ \$1,500 Vilna & District Municipal Library
- ✓ \$1,000 Kalyna Country Performing Arts
- ✓ \$1,500 Smoky Lake & District Cultural Heritage Threshing Bee
- ✓ \$6,000 Stars Foundation
- ✓ \$3,000 Vilna & District Citizens on Patrol



# Request for Decision (RFD)

- ✓ \$500 Smoky Lake Riding Club Rodeo
- ✓ \$1,000 Victora Trail Ag Society Fair Days
- ✓ \$400 The Endurance Riders of Alberta
- ✓ \$350 Smoky Lake Holubka Dancers lunch
- ✓ \$250 Faud Bayramov
- ✓ \$2,500 Royal Canadian Legion
- ✓ \$1,500 Vilna Boomtown
- ✓ \$1,500 Warspite Foundation
- ✓ \$500 Law & Wild Boar BBQ
- ✓ \$1,500 SL Pumpkin Growers
- ✓ \$1,000 SL Fire Department

## Legislation:

- *Municipal Government Act, RSA 2000, c. M-26*
- *Alberta Employment Standards Code*
- *Alberta Occupational Health and Safety Act*
- *Alberta Human Rights Act*
- *Protection of Privacy Act (POPA)*

## Intergovernmental:

n/a

## Strategic Alignment:

n/a

## Enclosure(s):

n/a

**Signature of the CAO:** Approved by the Interim CAO



# Request for Decision (RFD)

Meeting Date: Thursday, October 30, 2025

Agenda Item: #

Topic: Agricultural Service Board

Presented By: Agricultural Department

## Recommendation:

- 1.) That Smoky Lake County Council appoint \_\_\_\_\_, \_\_\_\_\_  
as Agricultural Service Board Producers-At-Large, and \_\_\_\_\_  
as alternate producers at large, for the term ending October 20<sup>th</sup>, 2029.
- 2.) That Smoky Lake County Council appoint Councillor \_\_\_\_\_ and Councillor  
\_\_\_\_\_ to sit on the Agricultural Services Board for the term ending October 20,  
2029.

## Background:

Smoky Lake County Council established the Agricultural Service Board through Bylaw No. 1441-23 to advise on the development of agricultural programs and services that promote and support sustainable, viable agriculture within the County.

On October 21, 2025, Council approved Policy No. 62-19, introducing "Producers at Large" to encourage greater involvement from local farmers in shaping agricultural decisions in Smoky Lake County. The policy also authorizes per diem and mileage expense compensation for Producer at Large members in recognition of their time and contributions.

Advertisements for Producers-at-Large were posted on September 26, October 8 2025, October 14, 2025, on social media and the County Website.

We received 6 Applications for Producer-at-Large:

| Applicant        | Resident of Smoky Lake County | Division | Actively Farming |
|------------------|-------------------------------|----------|------------------|
| Tamara Flondra   | Vilna – 35 years              | 1        | Yes              |
| Tori Ponich      | Smoky Lake – 11 years         | 3        | Yes              |
| Brett Rurka      | Vilna – 33 years              | 2        | Yes              |
| Sara Fern Eigner | Smoky Lake- 5 Years           | 4        | Yes              |
| Curtis Boychuk   | Waskatenau – 58 years         | 5        | Yes              |
| Amanda Fischer   | Vilna – 14 years              | 1        | Yes              |

## Benefits:

To have an ASB Board comprised of Council and public members.

- Provides Council direct input from agricultural producers and those in the industry.
- Greater knowledge base for agriculture related policy direction.
- Increased resident participation in municipal policy and program development.



# Request for Decision (RFD)

**Disadvantages:**

Scheduling is a challenge as public members' schedules need to be considered in addition to Council's. Attracting members can be a challenge.

**Alternatives:**

Council can have the bylaw brought back for review to change the mix of Public and Council members appointed

**Financial Implications:**

Producer members-at-large will be compensated for meetings and expenses incurred while acting as a Board member at the rate set by Council resolution at the annual Organizational Meeting. Currently the committee representation rate is \$175 per day and the mileage and meal expenses will be paid at the same rate as stated in *Policy Statement No. 08-18-08: Council Renumeration and Expenses*.

**Legislation:**

- Agricultural Service Board Act
- Alberta Weed Control Act
- Alberta Agricultural Pest Act

**Intergovernmental:**

N/A

**Strategic Alignment:**

N/A

**Enclosure(s):**

Attachment #1: Producer-at-Large application forms

Signature of the CAO:

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



# Request for Decision (RFD)

**Meeting Date:** Thursday, October 30, 2025

**Agenda Item:** #

**Topic:** Tractor Tender Results

**Presented By:** Interim CAO – Brenda Adamson

**Recommendation:**

That Smoky Lake County award the tender to Horizon AG & Turf for the purchase of a 2026 John Deere 6M 155 Tractor, not to exceed the tender amount of \$212,465.

**Background:**

The 2025 Capital Budget includes a budget of \$300,000 for the purchase of a larger tractor to pull the mowers. The following tenders were received.

| Location                    | Make and model                 | Price        |
|-----------------------------|--------------------------------|--------------|
| Deerland -Fort Saskatchewan | 2026 John Deere 6M 155         | \$238,400.00 |
| Horizon Ag -St. Paul        | 2026 John Deere 6M 155         | \$212,465.44 |
| Agriterra -Waskatenau       | 2026 Massey Ferguson 6S. 155   | \$195,925.00 |
| Xtreme Equipment -St. Paul  | 2026 Kubota M6 141             | \$146,519.64 |
| Xtreme Equipment -St. Paul  | 2026 Kubota M7 154             | \$196,975.18 |
| Webb's Machinery -Lamont    | 2023 New Holland T6.160        | \$189,000.00 |
| Ag Zone -Glendon            | 2024 McCormick X7.617 P6 Drive | \$262,300.00 |

The quotes have been vetted through Public Works and Shop staff for recommendations.

Although the Kubota and Massey Furguson are lower in cost, they are also lighter tractors. Council and administration budgeted to replace the tractor with a bigger tractor to better ensure the safety of the operator while pulling the heavy mowers. As well, the mechanics express concern that pulling the mowers will be harder on the lighter tractors, which would result in the need for more maintenance.

|          | Top Choices from Shop |                   |                         |                    |                         |                                |
|----------|-----------------------|-------------------|-------------------------|--------------------|-------------------------|--------------------------------|
| Vendor   | Deerland              | Horizon Ag & Turf | Agriterra               | Xtreme Equipment   | Webb's Machinery        | Ag Zone                        |
| Tractor  | JD 6M-155             | JD 6M 155         | Massey Furguson 6S. 155 | 2026 Kubota M7 154 | 2023 New Holland T6.160 | 2024 McCormick x7.617 P6 Drive |
| Price    | \$ 238,400.00         | \$ 212,465.44     | \$ 195,925.00           | \$ 196,975.18      | \$ 189,000.00           | \$ 262,300.00                  |
| Weight   | 17,196 lb             | 17,196 lb         | 15,653 lb               | 11,700 lb          |                         |                                |
| delivery | May, 2026             | June, 2026        | Apr-26                  | ?                  |                         |                                |
| Warranty | 2 yr 2000 hours       | 2 yr 2000 hours   | 2 yr 2000 hours         | 2 yr 2000 hours    | 2 yr 2000 hours         | 2 yr 2000 hours                |



# Request for Decision (RFD)

## Benefits:

- The local John Deere dealerships have technicians in the area decreasing response and downtime when repairs are required.
- The local dealerships are more likely to get parts quicker
- John Deere tractors are known to have a higher resale value
- Current tractors are John Deere. Consistency in the fleet allows the shop an opportunity to achieve efficiencies.

## Disadvantages:

- Adjustments will be required to make the blade fit for winter snow removal
- The John Deere is more expensive.

## Alternatives:

- Contract Mowing
- Rent or Lease mowers

## Financial Implications:

All tractor prices came in under the 2025 budget of \$300,000.

## Legislation:

- Municipal Government Act (RSA 2000, c. M-26):  
Authorizes municipalities to acquire, manage, and dispose of property needed to fulfill their operational requirements
- Weed Control Act (RSA 2008, c. W-5.1):  
Requires municipalities to control noxious weeds and prevent the spread of prohibited noxious weeds. The acquisition of appropriate equipment, such as tractors and mowers, supports compliance with this legislation.
- Occupational Health and Safety Act (RSA 2017, c. O-2.1):  
Outlines the County's responsibility to provide safe work environments and equipment for employees operating heavy machinery.

## Intergovernmental:

## Strategic Alignment:

This purchase aligns with Smoky Lake County's strategic priorities and operational objectives:

- Infrastructure Sustainability:  
Supports ongoing investment in reliable, high-quality equipment to maintain road and vegetation control infrastructure.



# Request for Decision (RFD)

- Fiscal Responsibility:  
The purchase remains under the approved 2025 Capital Budget, demonstrating prudent financial management and effective use of public funds.
- Environmental Stewardship:  
Supports weed control and right-of-way maintenance, contributing to clean, safe, and visually appealing rural landscapes.

## Enclosure(s):

Signature of the CAO: Approved by the Interim CAO



# Request for Decision (RFD)

**Meeting Date:** Thursday, October 30, 2025

**Agenda Item:** #

**Topic:** \_

**Presented By:** Brenda Adamson, Interim CAO

---

## **Recommendation:**

**That Smoky Lake County, in partnership with the Town of Smoky Lake, Village of Vilna, and Village of Waskatenau, apply to the Alberta Community Partnership (ACP) 2024–25 Grant Intake, under the Intermunicipal Collaboration Stream, for the purposes of obtaining grant funding for the Smoky Lake Regional Economic Development Initiative; and further, approve the Town of Smoky Lake as the Managing Partner for the application; and further, agree to abide by the terms and conditions of the Conditional Grant Agreement governing the purpose and use of the grant funds.**

---

## **Background:**

Smoky Lake County has participated in the Regional Community Development Committee for economic development, however for the past two years there has been no activity. The Town of Smoky Lake has brought forward a regional initiative to set up an Economic Development Framework. The framework could then be the basis as all participating municipalities decide how to move forward in Economic Development. The Town will apply for and manage an ACP grant of \$200,000 to conduct the following:

- Establish a Regional Economic Development Framework to guide long-term collaboration among our municipalities.
- Recruit and train a dedicated Economic Development Consultant (EDC) who will transition into a Regional Economic Development Officer (EDO) role (recommended to start as a pilot);
- Develop foundational tools including a Strategic and Tactical Plan, Governance and Communications Plan, and a Regional Business Retention & Expansion (BRE) Project.
- Strengthen our region's collective capacity for business retention, expansion, and investment attraction; and
- Position the region for self-sustaining economic development beyond 2026 through further grant leverage and partnership efficiencies.

## **Benefits:**

The project will provide Council with a guideline to move forward with regional economic development in a cost-effective manner

## **Disadvantages:**

None

## **Alternatives:**

- Not participate with the Town and Villages on this application
- Council could set up an economic development plan for just the County
- Ask the other municipalities to revise RCDC without applying for the grant



# Request for Decision (RFD)

**Financial Implications:**

The grant would cover the cost of the project, and the Town is acting as the managing partner, therefore there is no cost in either human resources or funding required.

**Legislation:****Intergovernmental:**

n/a

**Strategic Alignment:**

The vision in the 2023-2025 strategic plan is to Create policies/atmosphere to create pro-active growth and development. A means of economic development is a key factor that will contribute to this vision.

**Enclosure(s):**

n/a

**Signature of the CAO:** Approved by Interim CAO



Outlook

market research  
and consulting

1455 Toshack Road West St. Paul, Manitoba R4A 8A6

Phone: 204-229-8190

Email: mark@outlookmarketresearch.com

www.outlookmarketresearch.com

**To:** Molly Fyten, CAO, Town of Smoky Lake  
**From:** Mark Baxter, OMR  
**Date:** October 9, 2025  
**Re:** Smoky Lake Regional Economic Development Initiative – SUMMARY Scoping Document

## 1. Introduction

### Scoping Document

- This is a draft document that summarizes a **possible** work plan and budget to complete the Smoky Regional Economic Development Initiative through Outlook Market Research (“OMR”). The objective of this proposed plan is to apply for ACP grant funding in a fully compliant manner while also achieving the overarching goal of the Initiative: *to hire, train and provide the required resources for a long term, successful local EDO to deliver economic development services for the partner communities on a regional basis.*

### Objectives

- I. Create a framework for delivering economic development services on a regional basis.
- II. Contract an Economic Development Consultant (EDC) to help undertake this Initiative and represent the Partnership with the intent of training this individual to become a full Economic Development Officer (EDO).
- III. Set up a regional economic development organization with a governance structure, strategy, corporate identity and marketing/data platform for the EDC to represent.
- IV. Complete Business Retention & Expansion (BRE) project to gather data and creating the business relationships necessary for the Partnership and EDC to succeed.
- V. Engage in near-term projects identified by the BRE project that can be completed by early 2026.
- VI. Secure additional grant funding to lengthen the Initiative past 2026 and become a self-sustaining economic development agency requiring minimal ratepayer support.

### Methodology Benefits

- Hiring a qualified, **committed EDO** will be the ‘North Star’ of the initiative. This methodology allows that person to be contracted as an EDC to complete various parts of the initiative like the BRE research with the EDC position being compensated through grant funding instead of municipal funding.
- The **BRE** data, marketing collateral, Strategic & Tactical Plan etc. can be used by the EDC as the initiative progresses through 2026.
- The projects will be funded by **an ACP grant**.

- The Initiative will be designed to create a largely **self-sustained**, long-term regional economic development effort building on sequential steps. Each step will be built on previous work to maximize resources and save time.
- If the Initiative is not successful, (i.e. the Partnership decides the economic development effort is not working by March 31, 2028, the website and marketing collateral can be shut down and there will be no legacy costs to the partners. This is a **trial run** using existing grant dollars.
- Merging several projects and doing a large-scale business and stakeholder engagement greatly improves the **chances of future success**.
- It is easier for a **regional economic development organization** to procure grant dollars and therefore be close to self-sufficient in the best-case scenario. Smaller communities like Smoky Lake County, Town of Smoky Lake, Village of Waskatenau, and Village of Vilna are often not big enough to support an EDO by themselves. Partnership takes work and compromise, but the regional approach to economic development has many benefits and efficiencies.
- Economic development partnerships between counties and towns or villages tend to work well especially in **agricultural areas**. The counties tend to have agricultural or energy inputs and the towns and villages can act as service centres to support those sectors and the secondary opportunities that are related.

## Outlook Market Research Background

OMR has been developed over the past 28 years as a full service rural economic development consulting firm. Mark Baxter has managed over 200 rural economic development projects, most with a heavy focus on marketing, strategic planning, and opportunity analyses. Specifically, to this project:

- OMR has worked in the Alberta region continuously since 2008.
- We have worked indirectly for Smoky Lake County, Town of Smoky Lake, and Village of Vilna through Alberta HUB and EATC for many years. We already have deep economic development knowledge of the communities and would have the ability to hit the ground running on the Initiative
- OMR has extensive experience helping set up several economic development operations. Experience including capacity building, strategic planning, operational planning, marketing and communications, governance models, funding models, staffing, and technology.

## 2. Project/Grant Overview

The Initiative will require flexibility in the scope and work plan but must still be grant-compliant. The project must align with the grant application but also provide the required outcomes for the Partnership to deliver economic development services on a regional basis, hopefully long-term.

### Regional Economic Development Strategy

- Managing Partner: Town of Smoky Lake
- Amount: \$200,000
- Funding: ACP (\$200k)
- Timing: April 1, 2026 – December 31, 2027.
- Focus:
  - I. Build a “Regional Economic Development Framework” through the set-up of a new regional partnership and the hiring and training of an Economic Development

Consultant (EDC) that will hopefully become a permanent EDO after completion of the project.

- II. Engaging with businesses through a BRE project that will gather grassroots data to inform the development of the new regional organizations partnership and guide the efforts of the EDC.
- Work Plan
  - I. Framework Work Plan: 1) Strategic & Tactical Plan: a brief highly actional document leveraging the BRE Data below and other resources like Alberta HUB; 2) Governance Plan: recommendations in setting up the Committee; navigating issues of proportional representation, naming conventions, funding, etc. 3) Communications Plan: branding, microsite, and marketing collateral to provide the EDO a corporate identity and information platform; 4) EDO Recruitment Support: guidance in best practices and recommendations to hiring the EDO.
  - II. BRE Work Plan: Conduct primary research with the region's business community to complete a "Regional Business Retention & Expansion" project. The primary research will include labour and infrastructure data that can support deliverables in the phase above. This data will be used to 1) Guide the business development and investment attraction activities of the new Smoke Lake Regional Partnership and the EDC 2) Create a set of economic development and 'Projects' that the Partnership can consider pursuing in 2026 and beyond; 3) Guide the organizational planning of regional stakeholders like the three municipal governments, secondary and post-secondary educational institutions, and businesses.
- EDC Budget Note: OMR contracts the EDC for \$60,000 plus \$5,000 expenses to help carry out the BRE project and other parts of Regional Economic Development Strategy from January 1, 2027, to December 31, 2027. In late 2027 the Partnership will evaluate the success of the EDC and determine if the position should continue to be funded municipally and/or through further grants.
- Grants: Additional grants will likely be sought in the falls of 2026 and 2027.

### 3. Proposed Budget and Timeline

| Tasks                                         | Cost             | Timeline        |
|-----------------------------------------------|------------------|-----------------|
| Tactical Plan                                 | \$10,000         | Apr-June 2026   |
| Governance Plan & Ongoing Support 2026-2028   | \$15,000         | Apr-June 2026   |
| Communications Plan                           | \$30,000         | July – Nov 2026 |
| Grant Support                                 | \$0              | Aug-Dec 2026    |
| EDO Recruitment Support                       | \$5,000          | Oct -Nov 2026   |
| EDC Training                                  | \$5,000          | Jan-Dec 2027    |
| BRE Survey Set-Up                             | \$5,000          | Jan 2027        |
| BRE Survey Implementation and Data Collection | \$25,000         | Feb -Jun 2027   |
| Analysis and Reporting                        | \$35,000         | July-Oct        |
| Grant Support                                 | \$0              | Aug-Dec 2027    |
| BRE Communications                            | \$5,000          | Oct-Dec 2027    |
| EDC Contract Jan 1/27-Dec 31/27               | \$60,000*        | Jan-Dec 2027    |
| EDC Expenses Jan 1/27-Dec 31/27               | \$5,000          | Jan-Dec 2027    |
| <b>Total (Exclusive of Taxes)</b>             | <b>\$200,000</b> |                 |

\*TBD – depends on candidate (may need to be increased)



Quote: 290535, 291519

Jered Serben  
Reeve, Smoky Lake County  
Dan Gawalko  
Chairman, Agricultural Service Board  
4612 McDougall Drive  
PO Box 310  
Smoky Lake AB T0A 3C0

Dear Jered Serben and Dan Gawalko:

I am writing in response to your correspondence to the Honourable Heath MacDonald, Minister of Agriculture and Agri-Food, co-addressed to the Honourable RJ Sigurdson, Minister of Agriculture and Irrigation, regarding drought conditions in Smoky Lake County and your declaration of agricultural disaster. Please be assured that your concerns have been shared with Minister MacDonald. I appreciate the opportunity to reply.

Drought can take a serious toll on producers, their families and rural communities. The Government of Canada recognizes the hardships caused by severe weather conditions and remains committed to supporting those affected during these challenging times.

Producers have access to a robust suite of business risk management programs. Producers with AgriInvest savings accounts can access their funds immediately, and those who have enrolled in AgriStability can request interim payments from their program administrator. AgriInsurance, the suite's first line of defence for those facing drought conditions, ensures that producers have access to affordable and effective insurance—including coverage against frost damage.

.../2

In addition to existing programs, the Livestock Tax Deferral (LTD) provision can be another financial management tool for livestock producers affected by drought. Agriculture and Agri-Food Canada (AAFC) is closely monitoring the drought situation and regularly assesses growing conditions to determine whether regions meet the criteria for LTD.

I am pleased to confirm that on September 26, 2025, Minister MacDonald announced updates to the initial list of regions prescribed for the 2025 LTD, which now includes Smoky Lake County. Please consult AAFC's [Livestock Tax Deferral](#) webpage for the full list of prescribed regions.

Thank you for writing on this matter. I hope this information is helpful.

Sincerely,

Liz Foster  
Assistant Deputy Minister  
Programs Branch

c.c.: Office of the Honourable RJ Sigurdson, MLA

To: Smoky Lake Council

Thank you for applying to ~~the~~<sup>for</sup>  
the FCSS Funding so we could  
hold a volunteer and contributor  
appreciation event in September,  
2025 and to celebrate the organizations  
70th anniversary.

The phrase is simple

and the words are few,

but behind them

is a whole lot

of appreciation.

It was greatly  
appreciated.

Also, would like to  
thank, Lorne & Danny  
for attending.

The Bellis Board  
of Trade

**Stry 75<sup>th</sup> Anniversary Hall**  
**Box 245**  
**Vilna, AB**

**September 1, 2025**

On behalf of the Stry 75<sup>th</sup> Anniversary Hall, we are excited to share that we are celebrating our 45<sup>th</sup> anniversary this year — a proud milestone that reflects four and a half decades of bringing people together through connection, traditions, celebrations, and community spirit.

To mark this occasion, we will be hosting our annual Fall Dine and Dance on November 15 with the addition of a **Silent Auction Fundraiser**. We're reaching out to valued local businesses and community members like you to help make this event a success. We would be sincerely grateful if you would consider donating an item, service, or gift certificate for the auction.

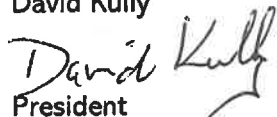
Proceeds from the silent auction will go towards maintaining and improving our community hall - so it can continue to serve as a welcoming space for events, gatherings, and celebrations that bring people together. Your generous contribution will not only support these efforts but also give your business valuable exposure to our attendees and broader community.

Our volunteers will be reaching out in the coming weeks to coordinate donations. If you're able to contribute, we kindly ask that items be available for pickup by **November 12**, to leave us time to prepare. Feel free to contact Jane Tkachuk (auction coordinator) at 780-603-0099 regarding the silent auction.

As a valued supporter, we warmly invite you to join us at the **Dine and Dance on November 15**. It promises to be a memorable evening filled with great food, live entertainment, and heartfelt celebration — and we would be honored to have you there. Advance tickets are required and can be purchased from ourselves and hall members.

Thank you for considering our request. Your support helps keep the heart of our community beating strong.

Warm regards,  
David Kully



President  
Stry 75<sup>th</sup> Anniversary Hall  
780-650-5102  
[dkully@mcsnet.ca](mailto:dkully@mcsnet.ca)

Jane Tkachuk



Secretary  
Stry 75<sup>th</sup> Anniversary Hall  
780-603-0099  
[jlpali23@hotmail.com](mailto:jlpali23@hotmail.com)

October 22, 2025

Dear Councillor, Mayor or Reeve,

Congratulations on your role in municipal government! You are undertaking a significant endeavour that will have direct impact on your fellow citizens and shape your community for years to come. Your municipality is one of 69 members of the [Rural Municipalities of Alberta \(RMA\)](#), and we welcome your contributions as a voting member of YOUR association.

We recognize the steep learning curve you face as an elected official, and that your focus is likely on understanding your local responsibilities. For this reason, we will be providing you with several resources and learning opportunities over the coming months as to how RMA can support you in your role as a rural municipal councillor, and how you can become involved with RMA. Over the next several months, our **RMA 101** series will consist of virtual orientation resources and a series of webinars providing you with key information about the association and how it works for members. In the meantime, please visit [RMA's website](#) to learn more about the organization.

Consider this letter our first introduction and a quick overview of what we do, with much more to follow!

## Who is RMA?

RMA is governed by a seven-person board of directors consisting of a President and Vice President elected at-large from among our full member base of rural elected officials, as well as five district directors. The board of directors provides strategic direction to the association in relation to advocacy, business services, and general governance and organizational structure.

- ♦ More information on RMA's [districts](#) and [board of directors](#) can be found on our website.

The RMA provides advocacy and business services to our members. We are the voice of rural Alberta and operate based on a vision of "strong, uniquely rural communities and resilient rural lands that support and drive Alberta." The RMA advocates the needs and concerns of rural municipalities to the provincial and federal governments, as well as other organizations. Rural municipalities are unique in many ways compared to other municipalities in Alberta and across Canada, and RMA's advocacy approach is to ensure that a rural municipal lens is applied to policy decisions made by other levels of government.

- ♦ For more information on RMA's advocacy efforts, visit the [advocacy section](#) of our website.

RMA also provides insurance and procurement services to both full member municipalities and other municipalities and public sector organizations across Canada. Founded in rural Alberta as a means to provide rural municipalities with bulk purchasing options of culverts in 1936, [Canoe Procurement Group of Canada](#) is now one of the largest public sector buying groups in the country. By combining the purchasing power of over 5,000 public and not-for-profit organizations throughout Canada, Canoe is uniquely positioned to get members access to a wide range of trade-compliant products and services at preferred rates.

Established in 1955, [RMA Insurance](#) is a member-owned, non-profit organization, that has one central goal: to help your organization gain the safety and service you need, while helping you control and reduce long-term risk-related costs. In keeping with this goal, RMA Insurance has experienced staff who can match your organization with the right insurance and risk management program (consulting and training), while keeping you on budget. RMA's strong business service offerings have the dual benefit of

providing members with prices, service and an understanding of their needs and priorities that is unmatched, while also providing RMA with revenue to support strong advocacy and member support functions.

- ♦ For more information on Canoe Procurement Group of Canada, visit the [Canoe website](#).
- ♦ For more information on RMA Insurance, visit the [RMA Insurance website](#).

## RMA 2025 Fall Convention and Tradeshow

The first opportunity to meet fellow members from across the province and learn more about RMA is at our 2025 Fall Convention and Tradeshow, taking place at the Edmonton Convention Centre from November 17 to 20. RMA hosts two conventions each year which provides valuable opportunities for rural municipal elected officials to learn about current issues, engage with the provincial government, participate in workshops, and network among your fellow councillors. The convention agenda and other details are available on [RMA's website](#), and your returning council colleagues or CAO can fill you in more on convention highlights. A few convention events to be aware of include:

- ♦ A brief RMA orientation will be provided the morning of November 18 to inform you about the work RMA does for our members.
- ♦ Resolutions form an important part of RMA's advocacy efforts as they provide direct member direction on advocacy priorities. A package outlining the fall 2025 resolutions is [now available on the RMA website](#) to help you make an informed voting decision during the resolution session.
- ♦ Elections for several positions on the RMA Board of Directors will take place, including the election for Vice-President, and directors for districts 2, 3, and 5. This is an opportunity for members to select their representatives on the RMA Board of Directors.
- ♦ The RMA/Canoe Tradeshow will take place the afternoon of November 18. It is a great opportunity to interact with over 100 vendors specializing in municipally related products and services

We look forward to seeing you at the upcoming convention and are thrilled to have you as a new RMA member!

Sincerely,



Kara Westerlund, President



**2510 Sparrow Dr, Nisku, AB T9E 8N5**  
Office: 780.955.3639 | Fax: 780.955.3615  
**[rmalberta.com](http://rmalberta.com)**

**Municipality of SMOKY LAKE COUNTY**

|                                           | <b>CIBC<br/>GENERAL<br/>ACCOUNT</b> | <b>GENERAL<br/>ACCOUNT</b> | <b>ATB<br/>PAYROLL<br/>ACCOUNT</b> | <b>NOTICE<br/>ACCOUNT</b> | <b>SAVINGS<br/>ACCOUNT</b> |
|-------------------------------------------|-------------------------------------|----------------------------|------------------------------------|---------------------------|----------------------------|
| NET BALANCE AT July 31, 2025              | <b>380,704.74</b>                   | <b>738,648.47</b>          | <b>252,948.69</b>                  | <b>8,801,294.74</b>       | <b>1,778,723.28</b>        |
| <b>Receipts for the month of Aug</b>      |                                     |                            |                                    |                           |                            |
| Aggregate Levy                            |                                     |                            |                                    |                           |                            |
| Interest                                  | 627.16                              | 2,730.73                   | 727.93                             | 25,524.42                 | 4,894.66                   |
| Taxes & Penalties                         |                                     | 236,706.03                 |                                    |                           |                            |
| Utility                                   | 2,351.24                            | 99,469.10                  |                                    |                           |                            |
| Town Gas/Fed Gas                          |                                     | 47,446.76                  |                                    |                           |                            |
| GST rebate                                |                                     | 69,681.59                  |                                    |                           |                            |
| Miscellaneous Services & Sales            |                                     | 88,493.20                  |                                    |                           |                            |
| Metis Nation Dev Permit                   |                                     |                            |                                    |                           |                            |
| Road Haul repair oil/gas                  |                                     |                            |                                    |                           |                            |
| Transfer From Savings                     |                                     | 750,000.00                 |                                    |                           |                            |
| Water Commission Admin Fee                |                                     | 26,000.00                  |                                    |                           |                            |
| MSI Operating                             |                                     |                            |                                    |                           |                            |
| Total Receipts                            | 2,978.40                            | 1,320,527.41               | 727.93                             | 25,524.42                 | 4,894.66                   |
| <b>SUB-TOTAL</b>                          | <b>383,683.14</b>                   | <b>2,059,175.88</b>        | <b>253,676.62</b>                  | <b>8,826,819.16</b>       | <b>1,783,617.94</b>        |
| <b>LESS</b>                               |                                     |                            |                                    |                           |                            |
| <b>Disbursements for the month of Aug</b> |                                     |                            |                                    |                           |                            |
| Transfer funds to ATB Payroll             |                                     | -431,465.39                | 431,465.39                         |                           |                            |
| Bills and Accounts                        |                                     | -879,898.51                | -432,353.40                        |                           |                            |
| Transfer to other accounts                |                                     |                            |                                    | -750,000.00               |                            |
| Bank Fees                                 | -13.00                              | -223.30                    |                                    |                           |                            |
| Total Disbursements                       | -13.00                              | -1,311,587.20              | -888.01                            | -750,000.00               | 0.00                       |
| <b>NET BALANCE AT August 31, 2025</b>     | <b>383,670.14</b>                   | <b>747,588.68</b>          | <b>252,788.61</b>                  | <b>8,076,819.16</b>       | <b>1,783,617.94</b>        |
| NET BALANCE AT August 31, 2025            | 383,473.08                          | 849,106.19                 | 252,788.61                         | 8,076,819.16              | 1,783,617.94               |
| Outstanding Deposits                      | 197.06                              | 41,339.94                  |                                    |                           |                            |
| Less Outstanding Cheques                  |                                     | -142,857.45                |                                    |                           |                            |
| <b>NET BALANCE AT August 31, 2025</b>     | <b>383,670.14</b>                   | <b>747,588.68</b>          | <b>252,788.61</b>                  | <b>8,076,819.16</b>       | <b>1,783,617.94</b>        |
| <b>REVOLVING LINE OF CREDIT</b>           |                                     |                            |                                    |                           |                            |
| NET BALANCE AT July 31, 2025              |                                     | <b>0.00</b>                |                                    |                           |                            |
| Disbursements                             |                                     | 0.00                       |                                    |                           |                            |
| Payments                                  |                                     | 0.00                       |                                    |                           |                            |
| <b>NET BALANCE AT August 31, 2025</b>     |                                     | <b>0.00</b>                |                                    |                           |                            |

THIS STATEMENT SUBMITTED TO COUNCIL,

\_\_\_\_\_  
Reeve

\_\_\_\_\_  
Secretary-Treasurer

# **Budget to Actual 2025** **Notes As At October 20, 2025**

|                       |                                                                                                                |
|-----------------------|----------------------------------------------------------------------------------------------------------------|
| <b>Taxes (net)</b>    | Total taxes levied were \$14,475,715. This is \$38,162 lower than expected (as a result of assessment changes) |
| <b>Legislative</b>    | We have completed 80% of the year. Council has spent 67% of the budget.                                        |
| <b>Administration</b> | Administration has spent 72% of the operating budget.                                                          |
| <b>Communications</b> | Communications has spent 70% of the budget.                                                                    |
| <b>GIS</b>            | GIS has spent 85% of the budget. The license fees for 2025 have been paid                                      |

|                                              |                                                     |  |
|----------------------------------------------|-----------------------------------------------------|--|
| <b>Other Government Services costs</b>       |                                                     |  |
| 500.00 Vilna Curling                         | 3,000.00 Vilna COPS                                 |  |
| 500.00 Spedden Fish and Game                 | 1,500.00 SL Public Library annual donation          |  |
| 1,500.00 Ann Chorney Library annual donation | 1,500.00 Vilna Library annual donation              |  |
| 1,000.00 Kalyna annual donation              | 85,000.00 gym (funded from reserves from prev year) |  |
|                                              | 500.00 Quiet Nook                                   |  |
| 500.00 SL Riding Club annual donation        | 500.00 Archery                                      |  |
| 200.00 Delta Waterfowl                       | 250.00 Faud Baymarov                                |  |
| 350.00 SL Holubka Dancers                    | 2,500.00 SL Legion                                  |  |
| 1,000.00 Victoria Trail Ag Society           | 1,500.00 Vilna Boomtown                             |  |
| 1,500.00 Warspite Foundation                 | 500.00 Law & Wild Boar BBQ                          |  |
| 1,500.00 SL Pumpkin Growers                  | 1,000.00 SL Fireworks                               |  |
| 1,000.00 Jr Golf                             |                                                     |  |
| 6,000.00 Stars Annual Donation               | 400.00 Endurance Riders                             |  |
| <u>113,700.00</u>                            | <u>1,300.00</u>                                     |  |
|                                              | <b>balance remaining</b>                            |  |

|                               |                                                                                                                                                                                                                                                             |
|-------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Fire Services</b>          | Fire has spent 61% of the budget. Total revenue billed to date is \$190,341 (of which \$80,102.50 is 2024 calls)                                                                                                                                            |
| <b>Bylaw</b>                  | Bylaw has spent 65% of the budget. Total Fine Revenue received to date is \$19,613                                                                                                                                                                          |
| <b>Transportation</b>         | Public works has spent 88% of the budget                                                                                                                                                                                                                    |
| <b>Environmental Services</b> | Water has spent 74% of the budget. Sewer 61% (Warspite Sewer has had unexpected repairs costing \$8,000). Landfill 103%. Landfill is over budget due to unexpected cost of \$68,152 contracting garbage truck services since June, and additional costs for |

|             |                                      |                            |
|-------------|--------------------------------------|----------------------------|
| <b>FCSS</b> | 2025 FCSS funds granted out are:     |                            |
|             | 2500 Town family day                 | 6500 SL Library            |
|             | 2100 SL Holubka Dancers volunteer    | 2500 Bellis Board of Trade |
|             | 1500 Vilna Veselka Dancers volunteer | 1590 Vilna Pool Hall       |
|             | 7000 Fire Camp                       | 687 Warspite Hall          |
|             | Aspenview FSLW                       |                            |
|             | <u>\$ 24,377.00</u>                  | <u>\$ -</u>                |
|             | <b>grant remaining</b>               |                            |

|                                           |                                           |
|-------------------------------------------|-------------------------------------------|
| <b>Planning &amp; Communication</b>       | Planning has spent 56%                    |
| <b>Agriculture Service Board</b>          | ASB has spent 65%.                        |
| <b>Economic Development</b>               | spent.                                    |
| <b>Recreation &amp; Cultural Services</b> | Parks and Rec has spent 79% of the budget |

|            |                                                              |
|------------|--------------------------------------------------------------|
| <b>Gas</b> | Natural Gas Administration has spent 69% of the budget       |
|            | The odorant has a profit is \$165,974                        |
|            | Natural Gas Distribution expenses are at 80%                 |
|            | Gross Margin as at August 31 is \$243,265 (2024 = \$255,387) |

|      | Total Gas Rev   | Purchase         | Capital        | Gross Marg    | Profit Marg |
|------|-----------------|------------------|----------------|---------------|-------------|
| 2025 | \$ 919,022.58   | \$ 602,117.60    | -\$ 84,361.63  | \$ 316,904.98 | 53%         |
| 2024 | \$ 1,572,102.27 | -\$ 875,593.98   | -\$ 133,441.85 | \$ 565,090.44 | 64%         |
| 2023 | \$ 1,863,967.45 | -\$ 1,275,933.53 | -\$ 118,689.19 | \$ 469,344.73 | 37%         |
| 2022 | \$ 3,224,440.00 | -\$ 2,692,763.00 | -\$ 144,974.00 | \$ 386,703.00 | 14%         |
| 2021 | \$ 2,703,448.00 | -\$ 1,942,250.00 | -\$ 147,212.00 | \$ 613,986.00 | 32%         |

|                                        |                  |                 |                     |                                               |
|----------------------------------------|------------------|-----------------|---------------------|-----------------------------------------------|
| <b>Accounts Receivable</b>             |                  |                 |                     | <b>Old Receivables under review</b>           |
|                                        | <b>Total</b>     | <b>Current</b>  | <b>Over 30 days</b> |                                               |
| \$                                     | 171,554.82       | \$ 47,580.77    | \$ 78,630.40        | \$ 45,343.65                                  |
| <b>Taxes Receivable</b>                |                  |                 |                     | <b>Allowance for write off</b>                |
|                                        | <b>Total</b>     | <b>current</b>  | <b>Arrears</b>      |                                               |
| Percentage of 2025 taxes collected 41% | \$ 11,620,531.98 | \$ 8,588,145.91 | \$ 3,032,386.07     | \$ 2,358,724.38                               |
| <b>Natural Gas Receivable</b>          | <b>Total</b>     | <b>Current</b>  | <b>Over 90 days</b> |                                               |
| The budget plan started June 1         | \$22,836.48      | -\$26,390.49    | \$90,316.40         | current is negative because of budget billing |
| <b>Warspite Water Receivable</b>       | <b>Total</b>     | <b>Current</b>  | <b>Over 90 days</b> |                                               |
| \$                                     | 5,898.25         | \$ 1,396.90     | \$ 3,183.74         |                                               |