



Smoky Lake County
Meeting Agenda
Regular County Council Meeting
May 28th, 2026 - 09:10 AM
In Person - Council Chambers
4612 - McDougall Drive, Smoky Lake, Alberta
Please join using this link:

<https://video.businessconnect.telus.com/join/219324220>

1. CALLED TO ORDER
2. ADOPTION OF AGENDA
3. ADOPTION OF MINUTES
 - 3.1. Budget Meeting, April 1st, 2026
 - 3.2. Special Council meeting April 8th, 2026
 - 3.3. Regular Council Meeting April 16th, 2026
 - 3.4. Special Council meeting April 20th, 2026
4. DELEGATIONS
 - 4.1. 9:15 Bellis 4H
 - 4.2. 9:30 a.m. Stone Bear Recovery Solutions
 - 4.3. 10:00 a.m. Derek Zaplotinsky - Milano Olympics
 - 4.4. 10:15 a.m. Smoky Lake Kinnette Club - Baseball Grant (Active Communities Initiative)
 - 4.5. 10:30 a.m. Anita Doktor – RCMP – Administrative Update
 - 4.6. 10:45 a.m. Atco Energy - Streetlight LED Conversion Inquiry
 - 4.7. 11: 00 a.m. Philip Hicks - Government Frameworks
 - 4.8. 1:00 p.m. Victor Marciano and Mark Dorin, - Mature Asset Strategy, RE: Alberta Surface Rights Federation
5. PUBLIC HEARING - N/A
6. MUNICIPAL PLANNING COMMISSION – **9:00 a.m.**

7. PUBLIC QUESTION & ANSWER PERIOD (11:30 A.M. – 12:00 P.M.)

8. REQUESTS FOR DECISION

- 8.1. Backsloping Program Application - January 9th, 2026
- 8.2. Warspite Hall Renovations
- 8.3. Leases for Baseball Grant – Smoky Lake Kinette Club
- 8.4. Farm Family Centennial Award Policy No. 2026
- 8.5. Ag Services Fees and Charges Bylaw 2026
- 8.6. Annual ASB Report for 2025
- 8.7. Aquatic Invasive Species 2026
- 8.8. Weed and Pest Inspector Appointment 2026
- 8.9. Weed and Pest Appeal Committee 2026
- 8.10. Weed Inspection and Weed Notice Policy 2026
- 8.11. Vegetation Management Policy 62-15-04 2026
- 8.12. Roadside Mowing policy 62(AG)-28-01 2026
- 8.13. ISDAB Clerk Appointment
- 8.14. Road Closure Resolution
- 8.15. Bylaw 1505-26 Bylaw to Amend Bylaw 1272-14
- 8.16. Planning and Development Fees Bylaw No. 1498-26
- 8.17. Speed Limit Reduction Request
- 8.18. Natural Gas Request for Payment Arrangement
- 8.19. FedGas Charity Golf Classic 2026
- 8.20. 2025 Unsold Tax Sale Accounts
- 8.21. 2026 to 2029 Audit
- 8.22. May Tax Penalty Cancellation Requests
- 8.23. Designation of the Privacy Officer

8.24. Substance Use Policy No. HR-11

9. CAO REPORT

9.1. Action Item List

10. COUNCIL COMMITTEE REPORTS

10.1. Reeve's Report Division 3

10.2. Deputy Reeve's Report Division 4

10.3. Division 1

10.4. Division 2

10.5. Division 5

11. CORRESPONDENCE

11.1 Letter received from Derek Zaplotinsky dated, March 24th, 2026

11.2. Fleming Camp Town and County Proposal received April 29, 2026

11.3 Detail Assessment Audit Report - Smoky Lake County Received May 20th, 2026

11.4 Dragonfly Counselling & Support Centre - Letter of Support received May 19th, 2026

11.5 Industrial Activity Report dated April 24, 2026

11.6 LMIA 15% Exemption Cap Letter dated May 13th, 2026

11.7 RMA District Update - May 2026

11.8 Smoky Lake Foundation Financial Statements for the year ended December 2025

11.9 Letter from Two Hills County dated April 8th, 2026 Regarding ICF Bylaw

11.10 Letter from Portage College dated March 26th, 2026

11.11 Smoky Lake Potable Water Study Health Endorsement dated May 6th, 2026

- 11.12 Highway 28-63 Water line request -Smoky Lake Hutterite Colony
- 11.13 Alberta Day 2026 received May 5th, 2026
- 11.14 Alberta Day Festival In A Box received May 5th, 2026
- 11.15 2026 Redwater Parade List inquiry received May 5th, 2026
- 11.16 Metis Crossing Request for Water Line
- 11.17 RMA Country Fair reception
- 11.18 Letter from Stone Bear dated April 28th, 2026
- 11.19 Smoky Lake Golf Club Gravel Donation request dated, May 8th, 2026
- 11.20 The Bonnie Lake Scout Camp Gravel Donation Request received from Service Request on May 6th, 2026
- 11.21 Highway 28-63 Water Line Request -Serben Farms, received, May 23rd, 2026

12. INFORMATION RELEASE

- 12.1. 2026 Fire Services Training Response Letter to Minister Dan Williams
April 24th, 2026
- 12.2. Trans Canada Trail Designation - Letter of Support - Smoky Lake
County
- 12.3. Riverland Recreational Society Letter of Support from Smoky Lake
County - May 5th, 2026
- 12.4. Smoky Lake County - Bill 28 Concerns to Minister Williams - May 7th,
2026
- 12.5. Smoky Lake County - Bill 28 Concerns to Mr. van Dijken - May 7th,
2026
- 12.6. Smoky Lake County - Bill 28 Concerns to Premier Smith - May 7th,
2026
- 12.7. Smoky Lake County - Bill 28 Concerns to RMA May 8th, 2026

- 12.8. Smoky Lake Region - Honourable Jones - Lack of physicians
- 12.9. Smoky Lake Region - Honourable LaGrange - Lack of physicians
- 12.10. Smoky Lake Region - Honourable Nixon - Lack of physicians
- 12.11. Smoky Lake Region - Honourable Wilson - Lack of physicians
- 12.12. Smoky Lake Region - Mr. van Dijken - Lack of physicians

13. FINANCIAL REPORTS

- 13.1. Budget at a Glance
- 13.2. Budget to Actual May 13, 2026
- 13.3. 2026 March Bank Reconciliation

14. NEXT MEETINGS

- Wednesday, June 10th, 2026, Smoky Lake County Council Departmental Operations Meeting at 9:00 a.m.
- Thursday, June 25th, 2026, Regular County Council Meeting at 9:00 a.m.
- Thursday, July 23rd, 2026, Regular County Council Meeting at 9:00 a.m.

15. IN CAMERA

- 15.1. CAO 90 Day Evaluation
- 15.2. In Camera Session: Personnel Matters: Section 20

16. ADJOURNMENT



Smoky Lake County Meeting Minutes

County Council Budget Meeting April 1st, 2026 - 09:00 AM

Called to Order

The meeting was called to order at 9:00 a.m. by the Reeve, Craig Lukinuk, in the presence of the following persons:

<u>Div. No.</u>	<u>Councillor(s)</u>	<u>ATTENDANCE</u> <u>Wednesday, April 1st, 2026</u>
Division 1	Ryan Barker	Present in Chambers
Division 2	David Kully	Present in Chambers
Division 3 / Reeve	Craig Lukinuk	Present in Chambers
Division 4/ Deputy Reeve	Lorne Halisky	Present in Chambers
Division 5	Jered Serben	Present in Chambers
Chief Administrative Officer	Chyenne Shaw	Present in Chambers
Director of County Services	Jordan Ruegg	Present in Chambers
Finance Manager	Brenda Adamson	Present in Chambers
Recording Secretary/Legislative Services	Meaghan Andreychuk	Present in Chambers
<u>Observers in Attendance Upon Call to Order:</u>		
Interim Public Works Manager	Kyle Winterbottom	Present in Chambers
Road Foreman	Bob Novosiwsky	Present in Chambers
Public Works Coordinator (Modified Duty)	Dwight Pritchard	Present in Chambers
Shop Foreman	Mark Fedoretz	Present in Chambers
Environment and Parks Manager	Dave Franchuk	Virtually Present
Natural Gas Manager	Daniel Moric	Virtually/Present in Chambers
GIS Technician	Carlos Zetina	Virtually/Present in Chambers
Agricultural Fieldman	Sebastien Dutrisac	Virtually/Present in Chambers
Communications Officer	Evonne Zukiwski	Virtually Present
Human Resources and Safety Manager	Jasmine Schaub	Virtually Present
Regional Fire Chief	Scott Franchuk	Virtually Present
Other Observers	4 Members	Virtually Present

Resolution
No:
20260401-
217

2. Adoption of Agenda

Moved by: Ryan Barker

That Smoky Lake County Council adopt the agenda as presented.

CARRIED

Resolution
No:
20260401-
218

Moved by: Craig Lukinuk

That Smoky Lake County Council recesses the County Budget meeting at 9:03 a.m.

The meeting was resumed at 9:05 a.m.

CARRIED

Dwight Pritchard, Public Works Coordinator entered Council Chambers at 9:11 a.m.

Resolution
No:
20260401-
219

Moved by: Jered Serben

That Smoky Lake County Council recesses the County Budget meeting at 10:04 a.m.

The meeting was resumed at 10:14 a.m.

CARRIED

Resolution
No:
20260401-
220

5. Request for Decisions

5.1 2026 Road Plan

Moved By: Craig Lukinuk

That Smoky Lake County Council accept the amended 2026 Road Plan by removing Range Roads 122-S Township Road 592 and Township Road 584 between Highway 855 and Range Road 172 and adding Range Road 180 and Township Road 594 and direct the Public Works Manager to provide the necessary financial information to the Finance Manager.

CARRIED

Resolution
No:
20260401-
221

Moved by: Jered Serben

That Smoky Lake County Council direct Administration to bring forward material for discussion on Unit 191 for the April 16, 2026, Regular County Council Meeting.

CARRIED

Resolution
No:
20260401-
222

Moved by: Craig Lukinuk

That Smoky Lake County Council recesses the County Budget meeting at 11:27 a.m.

The meeting was resumed at 11:44 a.m.

CARRIED

Resolution
No:
20260401-
223

Moved by: Craig Lukinuk

That Smoky Lake County Council recesses the County Budget meeting at 12:04 p.m.

The meeting was resumed at 12:45 p.m.

CARRIED

Interim Public Works Manager, Kyle Winterbottom, Road Foreman, Bob Novosiwsky, Public Works Coordinator (Modified Duty), Dwight Pritchard and Shop Foreman, Mark Fedoretz left Council Chambers at 1:26 p.m.

Resolution
No:
20260401-
224

Moved by: Craig Lukinuk

That Smoky Lake County Council recesses the County Budget meeting at 1:26 p.m.

The meeting was resumed at 1:36 p.m.

CARRIED

Sebastien Dutrisac, Agricultural Fieldman, and Carleigh Danyluk, Former Agricultural Fieldman entered Council Chambers at 2:11 p.m. and left at 2:23 p.m.

Resolution
No:

5.2 - 2026 Municipal Capital Budget

Moved by: Lorne Haliksy

20260401-225

That Smoky Lake County Council defer agenda items 5.2, 2026 Municipal Capital Budget, and 5.3, 2026 Municipal Total Function Budget to the Wednesday, April 8, 2026, meeting beginning at 3:00 p.m.

CARRIED

6. Next Meetings:

Resolution No: 20260401-226

Moved by: Ryan Barker

That Smoky Lake County Council approve the following upcoming Council meetings:

- Tuesday, April 7th, Smoky Lake County Strategic Planning Session at 1:00 p.m.
- Wednesday, April 8th, 2026, Smoky Lake County Strategic Planning Session at 9:30 a.m.

CARRIED

Resolution No: 20260401-227

Moved by: Lorne Halisky

That Smoky Lake County Council schedule a Special Council Meeting regarding Tax Levy on April 20th at 10:00 a.m.

CARRIED

Resolution No: 20260401-228

Adjournment

Moved by: Craig Lukinuk

That the Smoky Lake County Council Meeting of April 1st, 2026, be adjourned at 2:40 p.m.

CARRIED

REEVE,
Craig Lukinuk

SEAL

CHIEF ADMINISTRATIVE OFFICER,
Chyenne Shaw



**Smoky Lake County
Meeting Minutes Special Council Meeting**

Wednesday, April 8th - 3:00 P.M.

Called to Order

The meeting was called to order at 3:12 p.m. by the Reeve, Craig Lukinuk, in the presence of the following persons:

<u>Div. No.</u>	<u>Councillor(s)</u>	<u>ATTENDANCE</u> <u>Wednesday, April 8th,</u> <u>2026</u>
Division 1	Ryan Barker	Present in Chambers
Division 2	David Kully	Present in Chambers
Division 3 / Reeve	Craig Lukinuk	Present in Chambers
Division 4/ Deputy Reeve	Lorne Halisky	Present in Chambers
Division 5	Jered Serben	Present in Chambers
Chief Administrative Officer	Chyenne Shaw	Present in Chambers
Director of County Services	Jordan Ruegg	Present in Chambers
Finance Manager	Brenda Adamson	Present in Chambers
Recording	Meaghan Andreychuk	Present in Chambers
Secretary/Legislative Services		
<u>Observers in Attendance Upon Call to Order:</u>		
Interim Public Works Manager	Kyle Winterbottom	Present in Chambers
Road Foreman	Bob Novosiwsky	Present in Chambers
Public Works Coordinator (Modified Duty)	Dwight Pritchard	Present in Chambers
Shop Foreman	Mark Fedoretz	Present in Chambers
Environment and Parks Manager	Dave Franchuk	Virtually Present
Natural Gas Manager	Daniel Moric	Virtually Present
GIS Technician	Carlos Zetina	Virtually Present
Agricultural Fieldman	Sebastien Dutrisac	Virtually/Present in Chambers
Communications Officer	Evonne Zukiwski	Virtually Present
Human Resources and Safety Manager	Jasmine Schaub	Virtually Present
Regional Fire Chief	Scott Franchuk	Virtually Present
Other Observers	3 Members	Virtually Present

Resolution No: 20260408-229

Adoption of Agenda

Moved By: Lorne Haliksy

That Smoky Lake County Council adopt the Wednesday, April 8, 2026, agenda package as presented.

CARRIED

Jered Serben exited Council Chambers at 3:36 p.m. and returned at 3:40 p.m.

Resolution No: 20260408-230

Moved by: Craig Lukinuk

That Smoky Lake County Council recesses the Special Council meeting at 3:52 p.m.

The meeting was resumed at 4:04 p.m.

CARRIED

Resolution
No:
20260408-
231

Request for Decisions

5.1 2026 Road Plan

Moved By: Lorne Halisky

That Smoky Lake County Council approve the 2026 Road Plan for the year as amendments;

- (a) RR 180 North of 597 – remove from oil treatment, move to road injection, and reduce cost from \$65,000.00 to \$35,000.00
- (b) TWP 602 between RR 170A to RR 165A Project code change to RG2614
- (c) Intersection of RR 125 and TWP 594 Project code change to 2612 and increase from \$5,695.00 to \$10,000.00
- (d) TWP 620 between RR135 to RR 142 increase cost from \$24,000.00 to \$58,982.00
- (e) RR 133 between TWP 620 – TWP 621 increase cost from \$12,000.00 to \$18,000.00
- (f) TWP 584 between HWY 855 to RR 173 increase to \$50,000.00
- (g) RR 161 between HWY 28 to TWP 595A remove from Road injection and add to dust control, decrease from \$65,000.00 to \$25,000.00 (hamlet and 5 residents)
- (h) RR from 191 from HWY 28 to TWP 594 remove from road injection to MG30
- (i) Move RR 180 from TWP 594 to TWP 594A to Road injection and decrease the cost to \$35,000.00

and be incorporated into Policy Statement No. 03-18: Five-Year Road Plan, to be brought forward to a future Council Meeting.

CARRIED

Resolution
No:
20260408-
232

5.2 2026 Municipal Capital Budget

Moved By: Ryan Barker

That Smoky Lake County Council approve the Year 2026 Municipal Capital budget, including the Capital Bridge Plan and Capital Road plan: total municipal expenditures of \$6,491,482.

CARRIED

Resolution
No:
20260408-
233

5.3 2026 Municipal Total Function Budget

Moved By: David Kully

That Smoky Lake County Council approve the balanced Year-2026 Municipal Total Function Budget, with a total revenue in the amount of \$22,901,754 and total expenditure in the amount of \$25,045,186, not including amortization in the amount of \$2,143,432.

CARRIED

Resolution
No:
20260408-
234

Adjournment

Moved By: Craig Lukinuk

That the Smoky Lake County Council Meeting of April 8th, 2026, be adjourned at 4:10 p.m.

CARRIED

REEVE,
Craig Lukinuk

SEAL

CHIEF ADMINISTRATIVE OFFICER,
Chyenne Shaw



Smoky Lake County

Meeting Minutes Regular Council Meeting, Thursday, April 16th, 2026 - 09:00 AM

Called to Order

The meeting was called to order at 10:04 a.m. by the Reeve, Craig Lukinuk, in the presence of the following persons:

<u>Div. No.</u>	<u>Councillor(s)</u>	<u>ATTENDANCE</u> <u>Thursday, April 16th, 2026</u>
Division 1	Ryan Barker	Present in Chambers
Division 2	David Kully	Present in Chambers
Division 3 / Reeve	Craig Lukinuk	Present in Chambers
Division 4/ Deputy Reeve	Lorne Halisky	Present in Chambers
Division 5	Jered Serben	Present in Chambers
CAO	Chyenne Shaw	Present in Chambers
Finance Manager	Brenda Adamson	Present in Chambers
Director of County Services	Jordan Ruegg	Present in Chambers
Recording	Meaghan Andreychuk	Present in Chambers
Secretary/Legislative Services		

Observers in Attendance Upon Call to Order:

Environment and Parks Manager	Dave Franchuk	Virtually Present
Natural Gas Manager	Daniel Moric	Virtually/Present in Chambers
Agricultural Fieldman	Sebastien G Dutrisac	Virtually Present
Communications Officer	Evonne Zukiwski	Virtually Present
HR/ Safety Manager	Jasmine Schaub	Virtually Present
Regional Fire Chief	Scott Franchuk	Virtually Present
Deputy Regional Fire Chief	Spencer Kotylak	Virtually Present
Other Observers	8 Members	Virtually Present

Resolution No:
20260416-235

Adoption of Agenda

Moved By: Jered Serben

That Smoky Lake County Council adopt the agenda with the following additions:

- 8.14 ASB Summer Tour
- 8.15 Rapid Attack Truck
- 11.5 Bellis 4-H Beef Club Sponsorship

CARRIED

3. Adoption of Minutes

3.1 Minutes of the March 26th, 2026, Regular Council meeting

Resolution No:
20260416-236

Moved By: Jered Serben

That Smoky Lake County Council approve the Minutes of the March 26th, 2026, Regular Council with the proposed amendments:

- Director of County Services attendance in camera

- Delegation LARA time: 12:03
- Carried unanimously on all Bylaws
- The County open house, and County open house 60th
- Policy numbering
- Signing up for fair electricity
- Corrections of the following times:
 - 4.1 and 4.2 time of the delegations
 - Resolution 163 time: 10:46 a.m.
 - Question and answer period time 12:03 a.m.
 - Resolution No. 168 Lunch time

CARRIED

Bob Daudelin from Accurate Assessments Group entered Council Chambers at 10:25 a.m.

4. Delegation(s)

Resolution No: 20260416-237 4.1 STARS

Moved by: Jered Serben

Present before Council from 10:06 a.m. to 10:43 a.m. was Glenda Farnden of Sr. Municipal Relations Liaison, Alberta British Columbia for the purpose of STARS annual update of 2025.

That Smoky Lake County accepted the presentation of Glenda Farnden of Sr. Municipal Relations Liaison, Alberta British Columbia as information.

CARRIED

Resolution No: 20260416-238 Moved by: Jered Serben

That Smoky Lake County Council recess the meeting at 10:46 a.m.

The meeting resumed at 10:55 a.m.

Don Klym and Leon Boychuk Hunter, Victoria Homeguard entered chamber at 11:20 a.m.

4.2 Bob Daudelin - Accurate Assessments Group

Moved by: Jered Serben

Present before Council from 10:56 a.m. to 11:38 a.m. was Bob Daudelin from Accurate Assessments Group for the purpose of providing the annual Tax assessment presentation for the year 2025.

Resolution No: 20260416-239 That Smoky Lake County accepted the presentation of Bob Daudelin Accurate Assessments Group as information.

CARRIED

7. Question and Answer Period 11:38 a.m. – 11:39 a.m.

No members of the public came forward at this time.

Brenda Adamson, Finance Manager, returned to Chambers at 11:47 a.m.

4.3 Don Klym – Victoria Homeguard

Moved by: Ryan Barker

Present before Council from 11:39 a.m. to 12:12 p.m. was Don Klym and Leon Boychuck-Hunter of Victoria Homeguard for the purpose of requesting permission to utilize the Road Allowance for River lot 9 as per Smoky Lake County's Policy No. 62-08-02 Agricultural Use of Municipal Right-of-Way.

Resolution No: That Smoky Lake County accepted the presentation of Don Klym and Leon Boychuck-Hunter of Victoria Homeguard as information.

20260416-240

CARRIED

Don Klym and Leon Boychuk Hunter, Victoria Homeguard exited Council Chambers at 12:12 a.m.

Resolution No: 20260416-241

Victoria Homeguard

Moved by: Jered Serben

That Smoky Lake County Council give permission to Victoria Homeguard permission to utilize the road allowance for River Lot 9 54” 00’ 29.0 N and 112”36,36.5 W with approval from the Agriculture Services Manager and Public Works Manager.

CARRIED

Resolution No: 20260416-242

Moved by: Craig Lukinuk

That Smoky Lake County Council recess the meeting at 12:12 p.m.

The meeting resumed at 12:19 p.m.

CARRIED

Daniel Moric, Natural Gas Manager, entered Council Chambers at 12: 27 p.m.

Resolution No: 20260416-243

Request for Decisions

8.1 Agricultural Fieldman Appointment

Moved By: Lorne Halisky

That Smoky Lake County Council appoints Sebastien Dutrisac and Briemann Eden as the Agricultural Fieldmen for the County of Smoky Lake, effective April 16, 2026, pursuant to the Agricultural Service Board Act.

CARRIED

Resolution No: 20260416-244

8.2 RFD Bylaw 1503-26 Bellis Sewer Tax Bylaw

Moved By: Jered Serben

That Smoky Lake County Council give First Reading to Bylaw No: 1503-26 Bellis Sewer Tax Bylaw.

CARRIED

Resolution No: 20260416-245

8.2 RFD Bylaw 1503-26 Bellis Sewer Tax Bylaw

Moved By: Ryan Barker

That Smoky Lake County Council give Second Reading to Bylaw No: 1503-26 Bellis Sewer Tax Bylaw.

CARRIED

Resolution No: 20260416-246

8.2 RFD Bylaw 1503-26 Bellis Sewer Tax Bylaw

Moved By: David Kully

That Smoky Lake County Council give permission for Third Reading of Bylaw No: 1503-26 Bellis Sewer Tax Bylaw

CARRIED UNANIMOUSLY

Resolution No: 20260416-247

8.2 RFD Bylaw 1503-26 Bellis Sewer Tax Bylaw

Moved By: Lorne Halisky

That Smoky Lake County Council give Third and Final Reading to Bylaw No: 1503-26 Bellis Sewer Tax Bylaw

CARRIED

Resolution
No:
20260416-
248

**8.3 RFD April Tax penalty cancellation requests
Moved By: David Kully**

That Smoky Lake County Council decline the request to waive \$926.79 tax penalties on tax roll #23090412, NW 15-60-12 W4 received on March 23, 2026.

CARRIED

Resolution
No:
20260416-
249

**8.3 RFD April Tax penalty cancellation requests
Moved By: Jered Serben**

That Smoky Lake County Council decline the request to waive the \$270.46 penalties on tax roll #17610310, SE 3-61-17-4 received March 23, 2026.

CARRIED

Resolution
No:
20260416-
250

**8.3 RFD April Tax penalty cancellation requests
Moved By: David Kully**

That Smoky Lake County Council decline the request to waive the \$388.30 penalties on tax roll #24110606, Lot 6 Block 6 Plan 3223TR received on March 23, 2026.

CARRIED

Resolution
No:
20260416-
251

**8.3 RFD April Tax penalty cancellation requests
Moved By: Craig Lukinuk**

That Smoky Lake County Council decline the request to waive the \$544.53 penalties on tax roll #34240307, Lot 7, Block 3, Plan 8022990 received March 24, 2026.

CARRIED

Resolution
No:
20260416-
252

**8.3 RFD April Tax penalty cancellation requests
Moved By: Jered Serben**

That Smoky Lake County Council decline the request to waive the \$272.40 penalties on tax roll 33220215, Lot 15, Block 2, Plan 7921626 received on March 18, 2026.

CARRIED

Resolution
No:
20260416-
253

**8.3 RFD April Tax penalty cancellation requests
Moved By: Lorne Halisky**

That Smoky Lake County Council decline the request to waive \$519.72 penalties on tax roll 40451202, Lot 2A, Block H, Plan 0425044 received on March 24, 2026.

CARRIED

Resolution
No:
20260416-
254

**8.4 RFD Caveat Release LINC #0010828408
Moved By: Jered Serben**

That Smoky Lake County Council authorizes Administration to discharge the caveat registered against LINC 0010 828 408, originally registered in 1981 in favour of Smoky Lake County.

CARRIED

Resolution
No:
20260416-
255

**8.5 RFD GAS Unit 217 Trailer Axle Replacement
Moved By: Lorne Halisky**

That Smoky Lake County Council approve the unbudgeted Natural Gas expenditure of \$12,000.00 from reserves for the purposes of replacing the axles on Unit 217 2013 SWS 32-foot trailer.

CARRIED

Resolution
No:
20260416-
256

8.6 RFD Itron Meter Reading Equipment

Moved By: Jered Serben

That Smoky Lake County Council approve the unbudgeted Natural Gas capital expenditure of \$41,000 for the purchase of Itron meter reading hardware and software for the replacement of the meter reading equipment from M&RS Controls in Edmonton.

CARRIED

Resolution
No:
20260416-
257

8.7 RFD- Policy 01-11-06 Municipal Office Policy

Moved By: Lorne Halisky

That Smoky Lake County Council approve Policy 01-11 – Municipal Office as amended with the following additions:

- 1.5 Non-Emergency Office closure must be approved by Council
- 2.1 All Visitors must sign in while visiting the Administration or Public Works Office *and must be accompanied by an employee.*

CARRIED

Resolution
No:
20260416-
258

8.8 RFD - Warspite Community Hall Terms of Reference

Moved By: Craig Lukinuk

That Smoky Lake County Council reject draft Policy EO 07-10-0 Warspite Community Hall Terms of Reference.

CARRIED

Resolution
No:
20260416-
259

8.9 Backsloping Application

Moved By: Lorne Halisky

That Smoky Lake County Council approve the backsloping program project along the lands legally described as SW-25-59-17-W4, as per the application received from Mark Fedoretz, dated March 25th, 2026, and subject to the pass of an inspection conducted by the Public Works Manager or designate, upon completion the County will provide funding to the applicant in the amount of half the total cost of the project up to a maximum amount of \$2,500.00, in accordance with County Policy Statement No.03-21-06.

CARRIED

Resolution
No:
20260416-
260

8.10 RFD April Donations Sponsorships

Moved By: Ryan Barker

That Smoky Lake County approve \$100.00 donation, in response to the March 19, 2026, letter requesting support towards Lemonade Day taking place June 13, 2026, and approve any Councillor member who can attend, to attend the event as a judge.

CARRIED

Resolution
No:
20260416-
261

8.10 RFD April Donations Sponsorships

Moved By: Ryan Barker

That Smoky Lake County Council acknowledge the release of County funds to the Vilna/Bellis Citizens on Patrol, in the amount of \$3,000.00 as per Council's September 26, 2018 annual funding Motion #940-18, and in

respect to the letter and dated March 26 with the 2025 Audited Financial statement, from Vilna/Bellis Citizens on Patrol, requesting funding.

CARRIED

Michael Botros, Regional Director for the North Central Region at Alberta Transportation and Economic Corridors, and Landon Reppert, Construction Manager, North Central Region, Transportation and Economic Corridors came in at 1:23 p.m.

Resolution
No:
20260416-
262

8.11 RFD April FCSS Grant Applications

Moved By: Jered Serben

That Smoky Lake County approve the allocation of funding from the 2026 Family and Community Support Services (FCSS) Grant budget in accordance with Policy no 08-17-03: Family and Community Support Services (FCSS) grant as follows: \$5,277 to Smoky Lake Regional Fire Rescue Services for Summer Day Camp \$1,500 To Vilna Curling Club for volunteer appreciation event; And further declare that no more applications for FCSS funding will be accepted in 2026.

CARRIED

Resolution
No:
20260416-
263

Moved by: Craig Lukinuk

That Smoky Lake County recessed the meeting for lunch at 1:27 p.m.

The meeting resumed at 2:12 p.m.

CARRIED

Resolution
No:
20260416-
264

4.4 Michael Botros, P.Eng. Regional Director North Central Region

Present before Council from 2:12 p.m. to 3:37 p.m. was Michael Botros, Regional Director - North Central Region – Alberta Transportation and Economic Corridors and Landon Reppert, Construction Manager, North Central Region, Transportation and Economic Corridors for the purpose of discussing the HWY 28 Improvement Plans.

Resolution
No:
20260416-
265

Moved by: Jered Serben

That Smoky Lake County Council recessed the meeting at 2:25 p.m.

The meeting resumed at 2:35 p.m.

CARRIED

Resolution
No:
20260416-
266

Moved by: Jered Serben

That Smoky Lake County Council recessed the meeting for lunch at 3:37 p.m.

The meeting resumed at 3:50 p.m.

CARRIED

Resolution
No:
20260416-
267

8.12 RFD Planning and Development Fees Bylaw No. 1498-26

Moved By: Jered Serben

That Smoky Lake County Council give Bylaw No. 1498-26 First Reading.

CARRIED

Resolution
No:
20260416-
268

8.12 RFD Planning and Development Fees Bylaw No. 1498-26

Moved By: Ryan Barker

That Smoky Lake County Council give Bylaw No. 1498-26 Second Reading.

CARRIED

Resolution
No:
20260416-
269

**8.12 RFD Planning and Development Fees Bylaw No. 1498-26
Moved By: David Kully**

That Smoky Lake County Council give Bylaw No. 1498-26 permission for Third Reading.

DEFEATED

Resolution
No:
20260416-
270

**4.4 Michael Botros, P.Eng. Regional Director North Central Region
Moved by: Jered Serben**

That Smoky Lake County accepted the presentation Michael Botros, Regional Director - North Central Region – Alberta Transportation and Economic Corridors and Landon Reppert, Construction Manager, North Central Region, Transportation and Economic Corridors for the purpose of discussing the HWY 28 Improvement Plans.

CARRIED

Resolution
No:
20260416-
271

**8.13 RFD - Road & ROW Width Reduction Request
Moved By: Ryan Barker**

That Smoky Lake County Council approve the request to reduce the minimum road width for rural residential local roadway construction within the proposed Sunset Ridge Estates, respecting the lands legally described as Pt. NE-4-62-13-W4M, from 8.5 meters wide to 7.5 meters wide.

CARRIED

Resolution
No:
20260416-
272

**8.13 RFD - Road & ROW Width Reduction Request
Moved By: David Kully**

That Smoky Lake County Council approve the request to reduce the minimum right-of-way (ROW) width for rural residential local roadway construction within the proposed Sunset Ridge Estates, respecting the lands legally described as Pt. NE-4-62-13-W4M, from 30.0 meters wide to 20.0 meters wide.

CARRIED

Resolution
No:
20260416-
273

**8.14 Addition to the Agenda - ASB Summer Tour
Moved By: Lorne Halisky**

That Smoky Lake County Council direct Administration to forward information regarding the 2026 Provincial Agricultural Service Board Summer Tour Conference, scheduled for July 14–16, 2026, to the Agricultural Service Board, and further approve the attendance of any Agricultural Service Board member who is able to attend the event.

CARRIED

Resolution
No:
20260416-
274

**8.15 2005 Rapid Attack Truck
Moved By: Lorne Halisky**

That Smoky Lake County Council approve an unbudgeted expense from the Smoky Lake County Regional Fire Rescue Service capital reserve not to exceed the amount of \$50,000.00, for the purposes of purchasing a 2005 Ford F-550 Super Duty 4x4 Emergency Support Truck (Control #: 91436765) from the Michener Allen Auctions sale scheduled for April 23, 2026, in Edmonton, Alberta.

CARRIED

Council Reports

Resolution
No:
20260416-
275

10.1 Council Committee Reports

Moved By: Jered Serben

That Smoky Lake County Council accept the Councillor Reports from Divisions one through five as information.

CARRIED

Correspondence

Resolution
No:
20260416-
276

11.1 Lakeland Industry and Community Association - Smoky Lake County - Letter and Report

Moved By: Lorne Halisky

That Smoky Lake County Council direct the Agricultural Fieldman to contact Kristina Marris of the Lakeland Industry and Community Association to obtain additional information regarding aquatic invasive species prevention within local lakes, and to report back at a future Council meeting.

CARRIED

Resolution
No:
20260416-
277

11.2 Minister Letter 2026 - Smoky Lake County

Moved By: Craig Lukinuk

That Smoky Lake County Council accept for information from Minister Dan Williams, dated March 24th, 2026, and direct Administration to draft a follow-up letter and request more funding in lobbying efforts.

CARRIED

Resolution
No:
20260416-
278

11.3 Road Access Request - Shemeluk Lake Area

Moved By: Lorne Halisky

That Smoky Lake County Council acknowledge receipt of the letter from Stephanie Jarema, and Leonard Jarema dated March 11th, 2026, regarding a road access request near Shemeluk Lake and furthermore direct the Public Works Manager, to investigate the land area and bring back information to a future Council meeting.

CARRIED

Resolution
No:
20260416-
279

11.4 Minister System Email, April 2nd - Bill 28

Moved By: Ryan Barker

That Smoky Lake County Council file the letter as information from Minister Dan Williams regarding Bill 28, dated April 2nd, 2026, for information.

CARRIED

Resolution
No:
20260416-
280

11.5 Bellis 4-H Beef Club Buckle Sponsorship Letter 2026

Moved By: Jered Serben

That Smoky Lake County Council supply the Bellis 4-H Club donation of \$1,400.00 for the Bellis 4-H Beef Club Trophy Buckle Sponsorship for the year of 2026.

CARRIED

12. Information Releases

None.

13. Financial Reports

Resolution No: 20260416-281
13.1 Budget to Actual March 30, 2026
Moved by: Ryan Barker
That Smoky Lake County Council acknowledge receipt of the Budget to Actual report as presented.
CARRIED

Resolution No: 20260416-282
13.2 2026 January Bank Reconciliation
Moved by: Jered Serben
That Smoky Lake County Council accept the 2026 January Bank Reconciliation.
CARRIED

Resolution No: 20260416-283
14. Next Meetings:
Moved by: David Kully
That Smoky Lake County Council approve the following upcoming Council meetings:

- Monday, April 20th, 2026, Special County Council Meeting at 10:00 a.m.
- Thursday, May 14th, 2026, Departmental meeting at 1:00 p.m.

CARRIED

Resolution No: 20260416-284
15. In Camera
15.1. In Camera session - Access to Information and Protection of Privacy Act (ATIA), Section 20: Personnel Matters
Moved By: Craig Lukinuk
That Smoky Lake County Council move into an In Camera Session pursuant to the Access to Information and Protection of Privacy Act (ATIA), Division 2, Part 1, Section 18 & 20: Personnel Matters, at 5:28 p.m. in the physical presence of all Council and the following staff members:

- Chyenne Shaw, CAO
- Jordan Ruegg, Director of County Services

CARRIED

Resolution No: 20260416-285
Out of Camera
Moved By: Lorne Halisky
That Smoky Lake County Council will go out of In Camera Session a 6:07 p.m.
CARRIED

Resolution No: 20260416-286
Moved by: Jered Serben
That Smoky Lake County Council direct Administration to work with Alberta Transportation to install an illuminated stop sign at the intersection of Range Road 130 and Highway 28, and further direct Public Works to install a “Stop Sign Ahead” warning sign.
CARRIED

Resolution No: 20260416-287
Adjournment
Moved By: Craig Lukinuk
That the Smoky Lake County Council Meeting of April 16th, 2026, be adjourned at 6:08 p.m.
CARRIED

REEVE,
Craig Lukinuk
SEAL

CHIEF ADMINISTRATIVE OFFICER,
Chyenne Shaw



Smoky Lake County Meeting Minutes

Special Council Meeting April 20th, 2026 - 10:00 AM

Called to Order

The meeting was called to order at 10:06 a.m. by the Reeve, Craig Lukinuk, in the presence of the following persons:

<u>Div. No.</u>	<u>Councillor(s)</u>	<u>ATTENDANCE</u> <u>Monday, April 20th, 2026</u>
Division 1	Ryan Barker	Present in Chambers
Division 2	David Kully	Present in Chambers
Division 3 / Reeve	Craig Lukinuk	Present in Chambers
Division 4/ Deputy Reeve	Lorne Halisky	Present in Chambers
Division 5	Jered Serben	Present in Chambers
Chief Administrative Officer	Chyenne Shaw	Present in Chambers
Director of County Services	Jordan Ruegg	Present in Chambers
Finance Manager	Brenda Adamson	Present in Chambers
Recording	Meaghan Andreychuk	Present in Chambers
Secretary/Legislative Services		
 <u>Observers in Attendance Upon Call to Order:</u>		
Environment and Parks Manager	Dave Franchuk	Virtually Present
Natural Gas Manager	Daniel Moric	Virtually Present
Agricultural Fieldman	Sebastien G Dutrisac	Virtually Present
Tax Clerk	Carleigh Danyluk	Virtually Present
Other Observers	3 Members	Virtually Present

Resolution No:
20260420-288

Adoption of Agenda

Moved By: David Kully

That Smoky Lake County Council adopt the agenda with the following additions:

- 3.2 Special Tax discussion

CARRIED

Resolution No:
20260420-289

Moved by: Craig Lukinuk

That Smoky Lake County Council recess the Special Council meeting at 10:54 a.m.

The meeting resumed at 11:04 a.m.

CARRIED

Resolution No:
20260420-290

Request for Decisions

3.2 Special Tax discussion

Moved By: Jered Seren

That Smoky Lake County Council direct Administration to prepare a business plan addressing specific infrastructure issues within the County, and to present the plan at the next regular Council meeting.

CARRIED

Resolution
No:
20260420-
291

Request for Decisions
3.2 Special Tax discussion
Moved By: Lorne Halisky

That Smoky Lake County Council direct Administration to investigate the implementation of a derelict and unsightly premises tax within the County and report back to Council at a future Council meeting.

CARRIED

15.

Resolution
No:
20260420-
292

In Camera
In Camera Session - Access to Information and Protection of Privacy Act (ATIA), Pursuant to Division 2, Part 1, Section 20: Personnel Matters
Moved By: Jered Serben

That Smoky Lake County Council move into an In Camera Session pursuant to the Access to Information and Protection of Privacy Act (ATIA), Division 2, Part 1, 19, Third Party Business interest at 11:25 a.m. in the physical presence of all Council and the following staff members:

- Chyenne Shaw, CAO
- Jordan Reugg, Director of County Services
- Brenda Adamson, Finance Manager
- Meaghan Andreychuk, Recording Secretary/Legislative Services

Meaghan Andreychuk, Recording Secretary/Legislative Services
left Council Chambers at 11:46 a.m.

CARRIED

Resolution
No:
20260420-
293

Out of Camera
Moved By: Jered Serben

That Smoky Lake County Council will go out of In Camera Session at 12:37 p.m.

CARRIED

Meaghan Andreychuk, Recording Secretary/Legislative Services
Returned to Council Chambers at 11:38 p.m.

Resolution
No:
20260420-
294

Request for Decisions
3.1 Bylaw 1504-26 2026 Tax Rate Bylaw
Moved By: Ryan Barker

That Smoky Lake Council give first reading to Bylaw No. 1504-26, being the 2026 Tax Rate Bylaw.

CARRIED

Resolution
No:
20260420-
295

Request for Decisions
3.1 Bylaw 1504-26 2026 Tax Rate Bylaw
Moved By: Jered Serben

That Smoky Lake Council give second reading to Bylaw No. 1504-26, being the 2026 Tax Rate Bylaw.

CARRIED

Resolution
No:
20260420-
296

Request for Decisions
3.1 Bylaw 1504-26 2026 Tax Rate Bylaw
Moved By: Lorne Halisky

That Smoky Lake Council give permission for third reading of Bylaw No. 1504-26, being the 2026 Tax Rate Bylaw.

CARRIED UNANIMOUSLY

Resolution
No:
20260420-
297

Request for Decisions
3.1 Bylaw 1504-26 2026 Tax Rate Bylaw
Moved By: David Kully

That Smoky Lake Council give third and final reading to Bylaw No. 1504-26,
being the 2026 Tax Rate Bylaw.

CARRIED

Resolution
No:
20260420-
298

Adjournment
Moved By: Craig Lukinuk

That the Smoky Lake County Council Meeting of April 20th, 2026, be
adjourned at 12:41p.m.

CARRIED

DRAFT

REEVE,
Craig Lukinuk

SEAL

CHIEF ADMINISTRATIVE OFFICER,
Chyenne Shaw



May 1, 2026

Sgt. Anita Doktor
Detachment Commander
Smoky Lake, Alberta

Dear Chyenne Shaw

Please find attached the quarterly Community Policing Report for the period of January 1st to March 31st, 2026. This report provides an overview of human resources, financial information, and crime statistics for the Smoky Lake, and reflects the ongoing priorities identified by the community we serve.

In addition to the information contained in the attached report, I would also like to highlight a significant national development that will impact frontline policing operations in the coming months. The RCMP has recently awarded a contract for a new modernized general duty service pistol, marking an important step in enhancing public and officer safety, as well as operational effectiveness.

The selected model is the Glock 45 MOS 7 Duty Pistol. This modernized pistol will be issued as part of a comprehensive package, including a red dot sight (Aimpoint Acro P-2), a weapon-mounted light (Streamlight TLR-7X), three magazines, interchangeable grip components, a lanyard loop attachment, a Safariland duty holster, and a secure carrying case.

The rollout will occur in phases with priority given to frontline officers. Distribution across RCMP divisions will be based on operational needs, and full deployment is anticipated by summer 2028.

A transition of this scale requires comprehensive training to ensure safe and effective use. A training program has been developed and will begin rolling out to instructors this summer. A mandatory four-day training program for frontline officers is expected to follow in late summer and fall, concluding with annual firearms qualification. Training schedules are being developed to ensure there is no impact to frontline service delivery levels.

This modernization effort reflects the RCMP's ongoing commitment to ensuring officers have the appropriate tools and training to serve their communities safely and effectively. Investments in equipment such as this are essential to maintaining high standards of policing and adapting to evolving operational demands.

We remain committed to transparency and to keeping our municipal partners informed of significant developments that impact policing services in your community. Should you have any questions or wish to discuss this initiative further, please do not hesitate to reach out.



Sincerely,

Sgt. Anita Doktor

Smoky Lake RCMP



Alberta RCMP - Provincial Policing Report

Detachment Information

Detachment Name

Smoky Lake

Detachment Commander

Sgt. Anita Doktor

Report Date	Fiscal Year	Quarter
April 30, 2026	2025-26	Q4 (January - March)

Community Priorities

Priority #1: Crime Reduction

Updates and Comments:

Detachment has been completing Hot Spot Patrols along with patrols within the county including the town and villages. Due to lower call volume member have been proactive and increasing patrols and traffic stops.

Detachment members had arrested 3 prolific offenders who broke into a rural property, with the help of RTOC, RPAS and PDS and surrounding detachments.

Review of Crime Portal shows a decrease of Break and Enters for this quarter, but theft has increased by 4.

There was 495 calls for service in this reporting period.

Priority #2: Police/Community Relations

Updates and Comments:

Detachment has been active with Community Engagements. Members have attended events at the Vilna and Smoky Lake Lodges. The Detachment had a chilli cook off and local mayors came to judge, this is a good team building event with elected officials. Mountie Min and Cop Talk with Dok are done regularly. School events have been done, lunch with a cop along with Essay contest with Grade 6 class. We had our annual Cop event- Spring Roll with a Cop in Bellis. Impaired Driving Presentation at the Waskatenau School conducted. Numerous other events were attended.





Community Consultations

Consultation #1

Date	Meeting Type
March 26, 2026	Meeting with Stakeholders
Topics Discussed	
(1): Crime Reduction Initiatives (2): Regular reporting information sharing	
Notes/Comments:	
Member attended COPS meeting shared information.	

Consultation #2

Date	Meeting Type
March 2, 2026	Meeting with Stakeholders
Topics Discussed	
(1): Education Session	
Notes/Comments:	
Detachment Commander attended Inter Agency meeting hosted by FCSS with stakeholders present (Taproot, FCSS, Library, DragonFly, Public Health, Alizmethiers Society) shared information	

Consultation #3

Date	Meeting Type
February 18, 2026	Meeting with Elected Officials
Topics Discussed	
(1): Crime Reduction Initiatives (2): Regular reporting information sharing (3): Annual Planning	
Notes/Comments:	
Detachment Commander along with Interim District Officer attended County of Smoky Lake council meeting to discuss policing priorities and answer any other questions, training etc.	





Consultation #4

Date	Meeting Type
January 22, 2026	Meeting with Stakeholders
Topics Discussed	
(1): Crime Reduction Initiatives (3): Crime Reduction Initiatives	
Notes/Comments:	
Meeting with Smoky Lake and Area Citizens on Patrol.	

Consultation #5

Date	Meeting Type
January 19, 2026	Meeting with Elected Officials
Topics Discussed	
(1): Regular reporting information sharing (2): Annual Planning (3): Property Crime	
Notes/Comments:	
Quarterly Joint Muni Meeting with all councils and guest speakers. Fort Sask Crown attended, Commander attended spoke about 2025 Crime Rate, Response Times, APP 26/27 and HR issues. Along with training issues (budget)	

Consultation #6

Date	Meeting Type
January 15, 2026	Meeting with Elected Officials
Topics Discussed	
(1): Annual Planning (2): Regular reporting information sharing	
Notes/Comments:	
Commander attended Council Meeting to speak about Planning for 26/27 year and then provided a quick update	



Consultation #7

Date	Meeting Type
January 13, 2026	Meeting with Elected Officials
Topics Discussed	
(1): Annual Planning (2): Regular reporting information sharing	
Notes/Comments:	
Commander attended Council Meeting (Town of Smoky Lake) to discuss 2026/27 policing priorities and provide a quick update on membership and CPTED and RTOC visit	





Provincial Service Composition

Staffing Category	Established Positions	Working	Temporary Absences	Hard Vacancies
Regular Members	6	5	0	1
Detachment Support	2	2	0	0

Notes:

1. Data extracted on March 31, 2026 and is subject to change.
2. Temporary Absences are positions that are filled but vacant due to maternity/paternity leave, medical leave, etc. and are still included in the overall FTE count.
3. Hard Vacancies reflect positions that do not have an employee attached and need to be filled.

Comments:

Police Officers: Of the six established positions, five officers are currently working. There are no temporary absences and there is one hard vacancy at this time. Detachment has a new member arriving June 1, 2026 from Depot.

Detachment Support: Of the two established positions, two resources are currently working. There are no temporary absences hard vacancies at this time.





**Smoky Lake Provincial Detachment
Crime Statistics (Actual)
January to March: 2022 - 2026**

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

April 7, 2026

CATEGORY	Trend	2022	2023	2024	2025	2026	% Change 2022 - 2026	% Change 2025 - 2026	Avg File +/- per Year
Offences Related to Death		0	0	2	2	0	N/A	-100%	0.2
Robbery		1	0	0	1	0	-100%	-100%	-0.1
Sexual Assaults		1	1	0	1	0	-100%	-100%	-0.2
Other Sexual Offences		0	3	1	5	0	N/A	-100%	0.2
Assault		20	21	13	12	3	-85%	-75%	-4.3
Kidnapping/Hostage/Abduction		0	0	0	1	0	N/A	-100%	0.1
Extortion		2	0	1	0	1	-50%	N/A	-0.2
Criminal Harassment		3	1	4	2	2	-33%	0%	-0.1
Uttering Threats		8	9	7	2	3	-63%	50%	-1.7
TOTAL PERSONS		35	35	28	26	9	-74%	-65%	-6.1
Break & Enter		12	40	39	24	18	50%	-25%	-0.4
Theft of Motor Vehicle		9	18	9	11	3	-67%	-73%	-1.9
Theft Over \$5,000		2	4	1	1	2	0%	100%	-0.3
Theft Under \$5,000		13	21	10	7	14	8%	100%	-1.2
Possn Stn Goods		6	6	9	9	5	-17%	-44%	0.1
Fraud		7	8	9	4	9	29%	125%	0.0
Arson		4	1	0	1	2	-50%	100%	-0.4
Mischief - Damage To Property		7	15	9	6	6	-14%	0%	-1.1
Mischief - Other		4	7	1	14	1	-75%	-93%	0.1
TOTAL PROPERTY		64	120	87	77	60	-6%	-22%	-5.1
Offensive Weapons		1	3	0	5	5	400%	0%	1.0
Disturbing the peace		0	0	4	1	3	N/A	200%	0.7
Fail to Comply & Breaches		9	8	6	7	9	0%	29%	-0.1
OTHER CRIMINAL CODE		2	4	9	9	3	50%	-67%	0.7
TOTAL OTHER CRIMINAL CODE		12	15	19	22	20	67%	-9%	2.3
TOTAL CRIMINAL CODE		111	170	134	125	89	-20%	-29%	-8.9



Smoky Lake Provincial Detachment Crime Statistics (Actual) January to March: 2022 - 2026

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

April 7, 2026

CATEGORY	Trend	2022	2023	2024	2025	2026	% Change 2022 - 2026	% Change 2025 - 2026	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	1	0	N/A	-100%	0.1
Drug Enforcement - Possession		1	2	1	0	0	-100%	N/A	-0.4
Drug Enforcement - Trafficking		0	0	1	0	2	N/A	N/A	0.4
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
Total Drugs		1	2	2	1	2	100%	100%	0.1
Cannabis Enforcement		0	0	0	0	0	N/A	N/A	0.0
Federal - General		0	1	0	0	0	N/A	N/A	-0.1
TOTAL FEDERAL		1	3	2	1	2	100%	100%	0.0
Liquor Act		1	0	0	2	1	0%	-50%	0.2
Cannabis Act		0	1	0	0	0	N/A	N/A	-0.1
Mental Health Act		4	11	16	22	14	250%	-36%	3.1
Other Provincial Stats		11	11	20	26	34	209%	31%	6.1
Total Provincial Stats		16	23	36	50	49	206%	-2%	9.3
Municipal By-laws Traffic		0	0	0	0	0	N/A	N/A	0.0
Municipal By-laws		1	0	0	1	0	-100%	-100%	-0.1
Total Municipal		1	0	0	1	0	-100%	-100%	-0.1
Fatals		1	1	0	0	0	-100%	N/A	-0.3
Injury MVC		1	7	0	2	6	500%	200%	0.5
Property Damage MVC (Reportable)		28	28	18	16	23	-18%	44%	-2.2
Property Damage MVC (Non Reportable)		11	8	12	11	20	82%	82%	2.1
TOTAL MVC		41	44	30	29	49	20%	69%	0.1
Roadside Suspension - Alcohol (Prov)		3	3	2	2	2	-33%	0%	-0.3
Roadside Suspension - Drugs (Prov)		0	0	0	0	0	N/A	N/A	0.0
Total Provincial Traffic		309	261	265	335	226	-27%	-33%	-9.2
Other Traffic		3	1	0	0	0	-100%	N/A	-0.7
Criminal Code Traffic		4	6	5	6	10	150%	67%	1.2
Common Police Activities									
False Alarms		6	14	9	7	12	100%	71%	0.5
False/Abandoned 911 Call and 911 Act		24	15	9	9	12	-50%	33%	-3.0
Suspicious Person/Vehicle/Property		17	24	27	22	24	41%	9%	1.2
Persons Reported Missing		4	0	0	3	0	-100%	-100%	-0.5
Search Warrants		1	2	3	3	1	0%	-67%	0.1
Spousal Abuse - Survey Code (Reported)		10	14	13	6	8	-20%	33%	-1.2
Form 10 (MHA) (Reported)		1	3	2	3	0	-100%	-100%	-0.2



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Philip Hicks - CEO



Why this matters

Alberta replaced FOIP with two modern laws:

- Access to Information Act
- Protection of Privacy Act



Municipalities must implement formal privacy management programs by June 2026

Protect Govern Dispose

“This legislation shifts privacy from a records issue to an organizational governance responsibility.”

Where does personal data exist across municipal systems?

- Personal information is not stored in one place.
- It exists across operational systems, documents, emails, and legacy records.
- The key challenge for municipalities is not just protecting information — it is first knowing where it exists.



“This is why discovery, classification, and governance tools are required.”



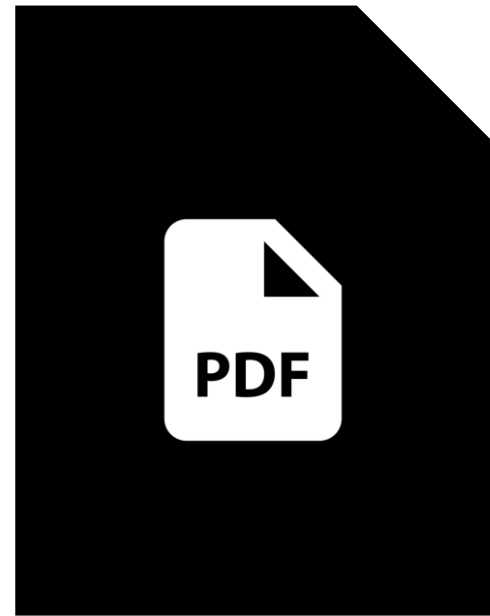
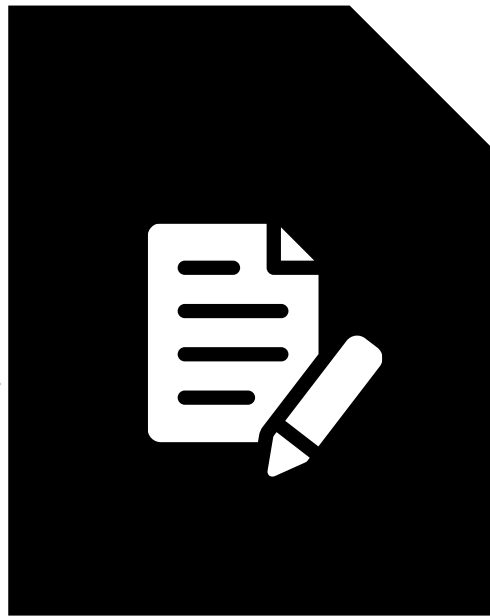
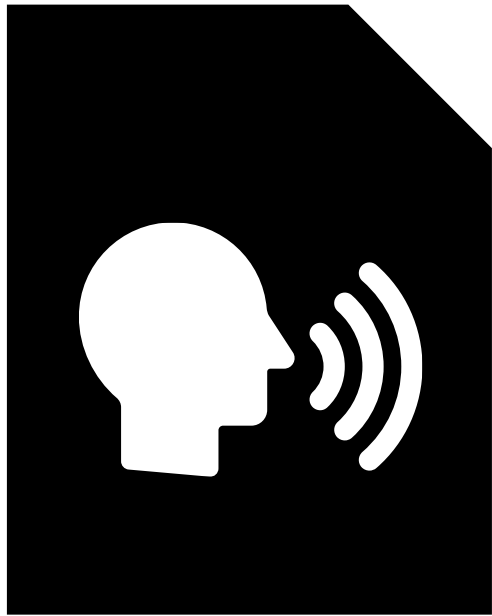
The legacy of 3 decades of information management



POPA Compliance '26

By Government framework since 2013

From a Solution to today's Problem (Evolution)



The Verbal Request

The Paper form(s)

The Digital/PDF form(s)



Implementing: Alberta Protection of Privacy Act (POPA) Access to Information Act (ATIA)

An operational guide
for Municipal
Administrators



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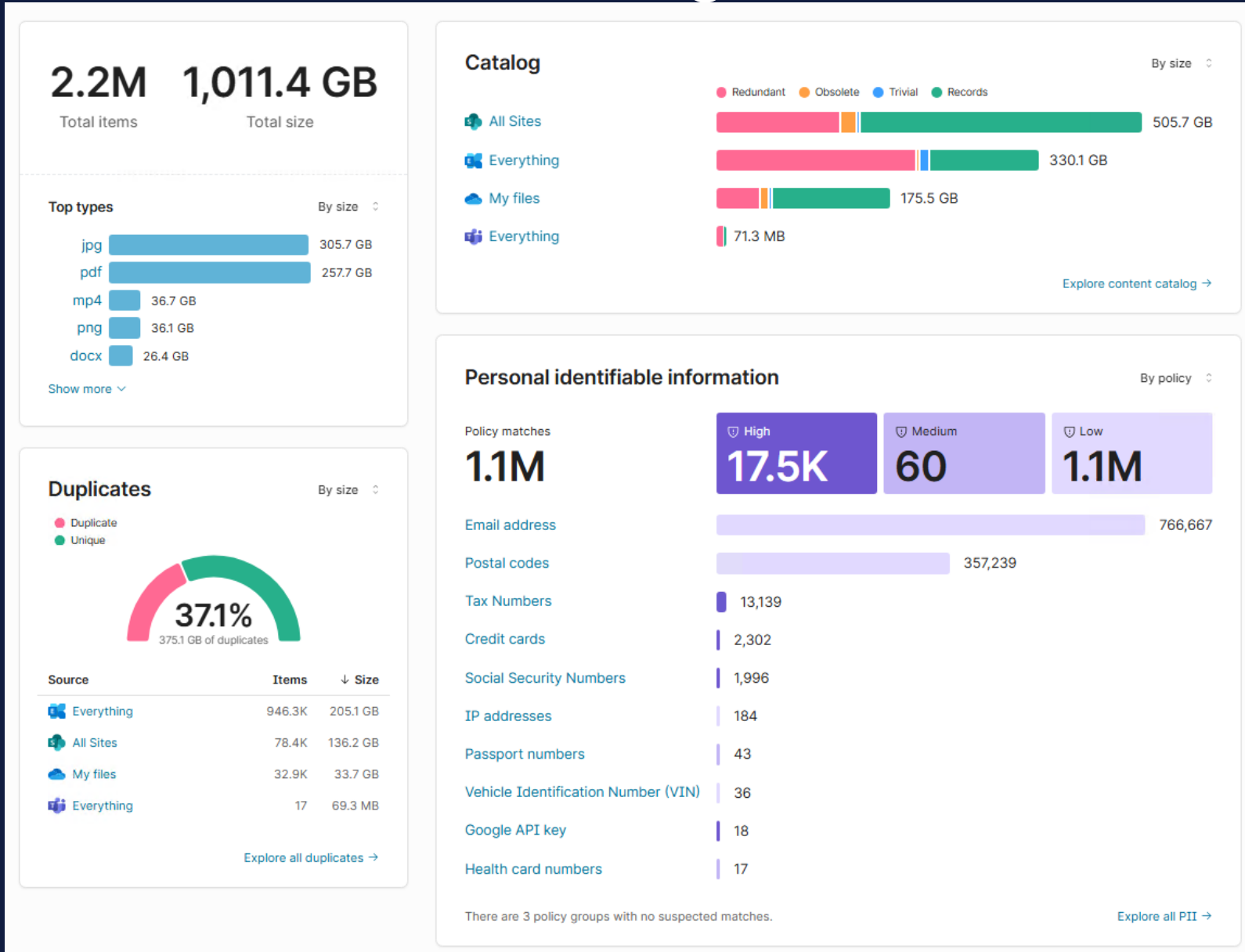
Resolves your legal Records Management requirement for POPA & ATIA

Executive Summary

Total data scanned:
1,011.4 GB

Duplicates:
37.1% + 375 GB size

ROT breakdown:
1.7 Million Files

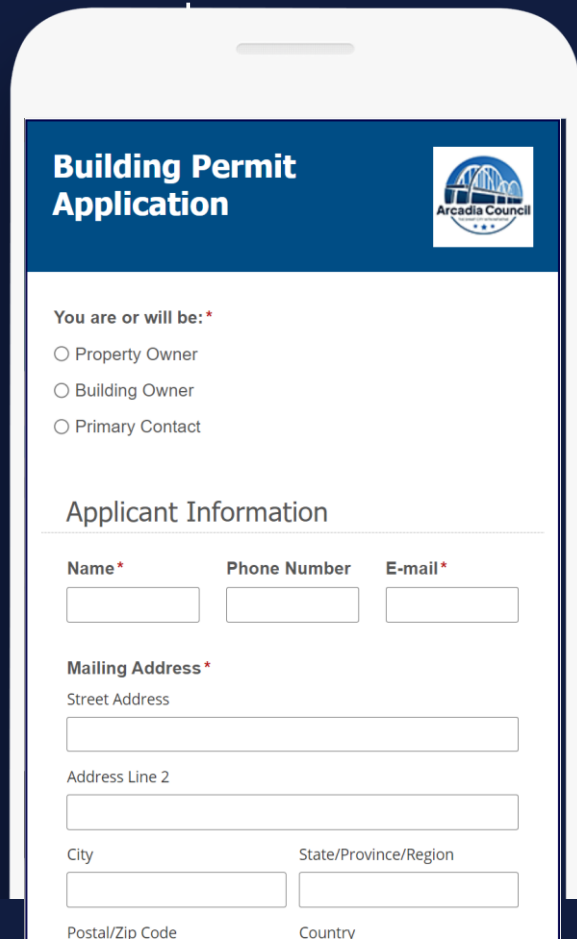


PII breakdown:
High: 17.5 K
Medium: 60 K
Low: 1.1 M

PII/sensitive data indicators: Email Addresses/Postal Codes/Driver's Licenses/IP Addresses/VIN's/etc..
Summary of risk + cost implications

Digitize Workflows

F A R M E R



Building Permit Application

You are or will be:*

- Property Owner
- Building Owner
- Primary Contact

Applicant Information

Name* Phone Number E-mail*

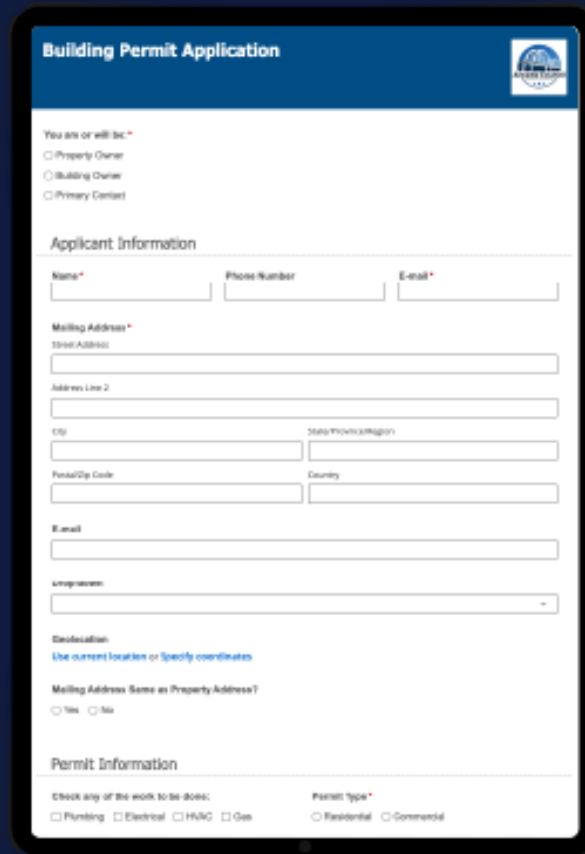
Mailing Address*

Street Address

Address Line 2

City State/Province/Region

Postal/Zip Code Country



Building Permit Application

You are or will be:*

- Property Owner
- Building Owner
- Primary Contact

Applicant Information

Name* Phone Number E-mail*

Mailing Address*

Street Address

Address Line 2

City State/Province/Region

Postal/Zip Code Country

E-mail

Localization: [Use current location](#) or [Specify coordinates](#)

Mailing Address Same as Property Address?

- Yes
- No

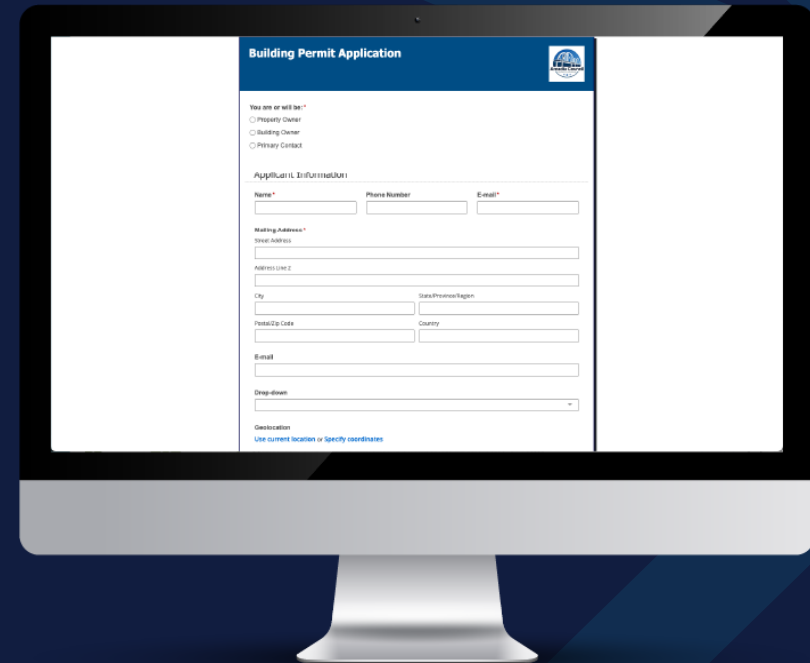
Permit Information

Check any of the work to be done:

- Plumbing
- Electrical
- HVAC
- Gas

Permit type*

- Residential
- Commercial



Building Permit Application

You are or will be:*

- Property Owner
- Building Owner
- Primary Contact

Applicant Information

Name* Phone Number E-mail*

Mailing Address*

Street Address

Address Line 2

City State/Province/Region

Postal/Zip Code Country

E-mail

Drop-down

Localization: [Use current location](#) or [Specify coordinates](#)

From a Solution to today's Problem (Evolution)



The Verbal Request

The Paper form(s)

The Digital/PDF form(s)

FARMER



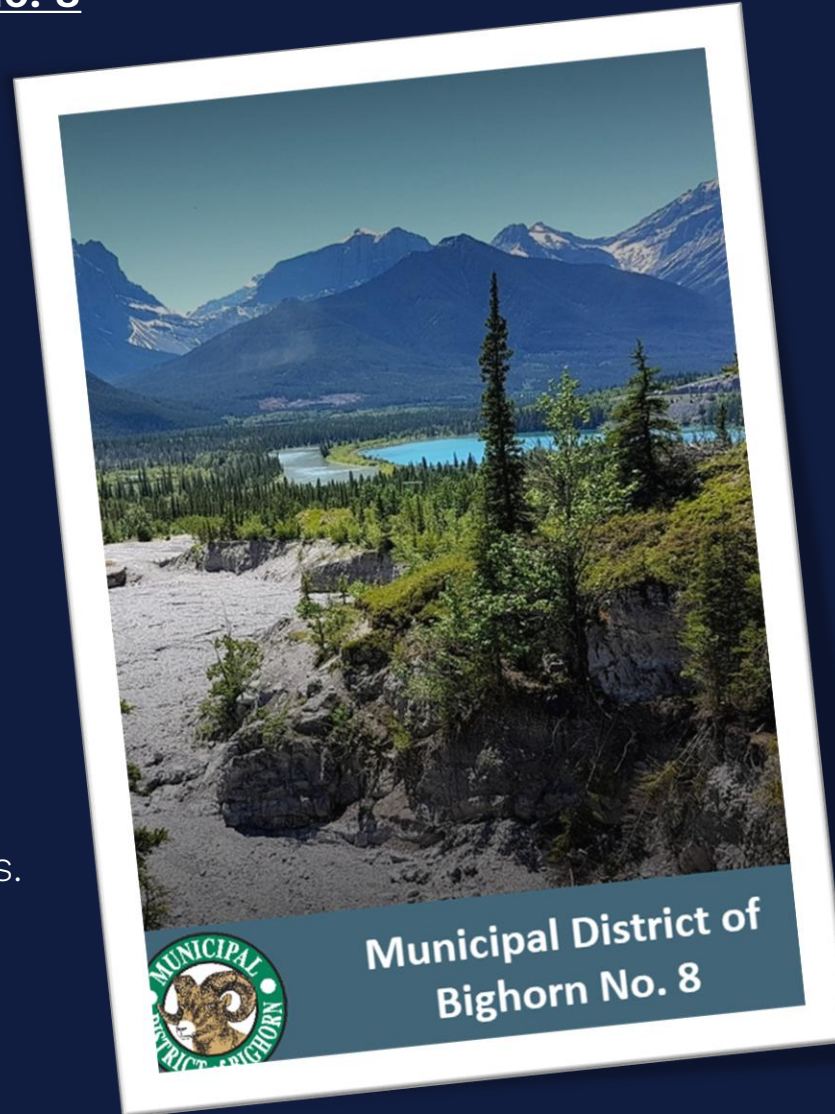
Let's take a look



Case Study – records health check

Municipal District of Bighorn No. 8

- Establish a dedicated records management function.
- Bring physical and digital records under one consistent framework.
- Improve compliance, control, and accountability.
- Train staff and close records management knowledge gaps.
- Make public records easier to access and retrieve.
- Align departments around shared systems and processes.



Scanned indexed and classified across local shared drives

- 604 Gb
- Identified 208 Gb of duplicates (1/3)
- 526 drivers license numbers
- 2Gb of potentially sensitive information as .PDF, MSG, .DOC/.DOCX

GovernmentFrameworks service included

- Virtual records coordinator
- Effective Communication and Training
- Comprehensive Program Oversight
- Stakeholder Alignment
- Public access to Records

Benefits to the Municipality



Reduced privacy and security risk

Demonstrable POPA compliance

More efficient service delivery

Defensible records management

Lower storage and IT burden

Faster access to information

Improved digital services for residents

POPA Compliance '26

By Government framework since 2013

Get in touch

Phone

+1 780 218 8400

Email

Philip@gfwcorp.com

Website

www.governmentframeworks.com



Request for Decision (RFD)

Meeting Date: Thursday, May 28th, 2026

Agenda Item: #

Topic: Backsloping Program Applications

Presented By: Public Works Interim Manager – Kyle Winterbottom

Recommendation:

That Smoky Lake County Council approve the backsloping program project along the lands legally described as SE-36-58-13-W4, as per the application received from Robert Senecal, dated January 9th, 2026, and subject to the pass of an inspection conduction by the Public Works Manager or designate, upon completion the County will provide funding to the applicant in the amount of half the total cost of the project up to a maximum amount of \$2,500.00, in accordance with County Policy Statement No.03-21-06.

Background:

This program assists in the control of brush and noxious weeds along County Road right-of-ways, reducing the costs of road maintenance. Only County landowners and ratepayers are eligible to apply for funding under this program.

Benefits:

Helps control brush and noxious weeds along County Road right-of-ways.

Disadvantages: N/A

Financial Implications:

Up to \$2,500.00 per application, paid out of the 2026 backsloping program budget.

Legislation:

County Policy Statement No.03-21-06: Backsloping Program

Intergovernmental: N/A

Strategic Alignment: N/A

Enclosure(s):

1. *Application dated January 9th, 2026, from Mr. Robert Senecal.*

Signature of the CAO: _____



Request for Decision (RFD)

Meeting Date: May 28th, 2026

Agenda Item: # 8.2

Topic: Warspite Community Hall Foundation reallocation of funds

Presented By: Chief Administrative Officer - Chyenne Shaw

Recommendation:

That Smoky Lake County Council approve the funds provided to the Warspite Community Hall to be reallocated for the use of Community Hall renovations.

Background:

Smoky Lake County Council approved an \$8,000 allocation from the 2021 contingency budget to the Warspite Community Hall for replacing an oversized furnace, following a funding request from Hall President Melinda Kaminsky. Since then, the hall has had to address other unexpected repairs using those funds and is now seeking permission to reallocate the original amount so it can proceed with hall renovations for energy efficient improvements.

Benefits:

Support Community Halls within our County.

Disadvantages: N/A

Alternatives: N/A

Financial Implications:

None, funds were already allocated in 2021.

Strategic Alignment:

Service Delivery & Community Wellbeing

Enclosure(s):

1. Warspite Community Hall Monthly Treasures Report
2. Lighting Quote
3. Warspite Hall letter

Signature of the CAO: _____

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



Warspite Community Hall Association

Box 43

Warspite, Alberta T0H3N0

To the Council of Smoky Lake County.

The Warspite Community Hall Association would like to convey our sincere thanks to the Smoky Lake County Council for their continued support of Hall Associations like ours in the county and thank the Council for their past grant in the amount of \$8,000 towards the purchase of a new furnace at the Hall. These funds were placed into a dedicated fund specific for the purpose of the furnace replacement and remain untouched. Unfortunately, due to covid and the required restrictions imposed, we were unable to hold functions to continue fundraising for the balance required to secure a new furnace.

As a result, the Hall Association fell behind in paying our utilities and instead had to use the funds allocated to utility payments to make emergency repairs to keep the furnace operating in the winter. To date, while these repairs have been sufficient to keep the furnace operational, the repair costs for the furnace totaled \$6,225, which included free labor from hall members.

Our monthly gas utility heating bill is almost prohibitively expensive during the winter, and thanks to great fundraising, we have managed to get caught up on our utilities.

As you are aware, we are an active association and are truly committed to having our hall thrive. In trying to schedule our events outside of major farming activities, we try to hold 4-5 events during the year to help pay for the costs of the hall, in addition to other fundraisers such as raffles and perogy sales. To keep our utility costs lower, we do not encourage events during the winter months, as the cost of heating the hall for the event normally is not worth the amount we receive for the rental.

We would like to ask the County of Smoky Lake to allow us to re-allocate the \$8,000 grant we received to undertaking additional repairs to the insulation and ducting to make the hall more energy efficient, including plumbing, lighting and wiring modifications.

Since all funds spent on the furnace repairs and utility bills come from our general account, we would like to replenish this account and do additional repairs to the hall making it more energy efficient,.



Warspite Community Hall Association

Box 43

Warspite, Alberta T0H3N0

We attach the details of the work completed to date (with dates and receipts) to keep our hall open since receiving the initial grant. We have also included the additional work necessary to make the hall more energy-efficient. We hope that with your support, our Hall can continue to be a community hub and allow us to host even more events in the community.

We would like to thank you once again for the grant and your attention to this important goal of our Hall Association. Together we can build a stronger and more resilient place for community events.

Melinda Kaminsky- President

On behalf of the Warspite Community Hall Association



Request for Decision (RFD)

Meeting Date: May 28, 2026.

Agenda Item: # 8.3

Topic: Community Baseball Diamond Grant Initiative – Lease Agreements

Presented By: Chief Administrative Officer, Chyenne Shaw

Recommendation:

That Smoky Lake County Council direct Administration to prepare a lease agreement in the amount of \$1 for 10-year term to support the grant application.

Background:

The Smoky Lake Kinette Club has approached Smoky Lake County regarding a collaborative regional grant application under the Active Communities Initiative (ACI) program for the development and/or revitalization of baseball diamonds within local communities.

As part of the grant application requirements, applicants must demonstrate long-term site access through lease agreements with the applicable landowners. For the Bellis and Warspite ball diamonds, Smoky Lake County is identified as the landowner.

The Kinette Club has advised that it will act as the lease holder for the Warspite project until the Warspite Revitalization Foundation satisfies the grant eligibility requirement of two years of operations.

The grant application deadline is June 1, 2026, and Administration is seeking Council direction to proceed with the preparation of the required lease documentation to support the application process.

Benefits:

- Supports regional recreation and community development initiatives.
- Assists community organizations in leveraging external grant funding opportunities.
- Enhances recreational infrastructure for residents and youth programming.
- Encourages collaboration between the County and local volunteer organizations.
- Potentially improves and revitalizes existing baseball facilities with minimal direct County funding requirements.

Disadvantages: N/A

Alternatives:

Option 1 (Recommended):

Direct Administration to prepare a lease agreement in the amount of \$1 for 10-year term to support the grant application.

Option 2:

Decline participation in the lease arrangement, which may impact the communities' eligibility for grant funding.



Request for Decision (RFD)

Option 3:

Request additional information from the applicant organizations prior to proceeding with lease preparation.

Financial Implications:

There are no immediate direct financial implications associated with preparing the lease agreements. Any future County contributions or maintenance obligations would be subject to separate Council approval.

Legislation:

Municipal Government Act (MGA) – Authority respecting municipal land agreements and recreational services.

Intergovernmental: N/A

Strategic Alignment:

This initiative aligns with Smoky Lake County's Strategic Priorities related to:

Service Delivery & Community Wellbeing – Supporting recreational opportunities and healthy communities.

Regional Collaboration & Modernization – Working collaboratively with community organizations and regional partners.

Economic Development & Financial Sustainability – Leveraging external funding opportunities to improve community infrastructure.

Enclosure(s):

- 1. Email correspondence from Smoky Lake Kinette Club regarding ACI grant lease requirements.**

Signature of the CAO: _____

A handwritten signature in blue ink, appearing to read "C. H. ...", is written over a horizontal line.

From: [Smoky Lake Kinette Club](#)
To: [Chyenne Shaw](#)
Cc: warspitefoundation@gmail.com; [Marylou Savic](#)
Subject: Leases for Baseball Grant (Active Communities Initiative)
Date: May 10, 2026 4:54:46 PM

You don't often get email from slkinetteclub@gmail.com. [Learn why this is important](#)

Good day Chyenne,

Several community groups have come together to create an application for the ACI funding, creating multiple baseball diamonds (or refreshing existing).

As part of the grant application, the applicants must have leases in place with the landowners. For Bellis and Warspite it is the County who is the landowner.

The Kinettes are leading the initiative and have agreed to be the lease holder for Warspite until the Warspite Revitalization Foundation has 2 years of operations (grant requirement).

For Bellis, we are confirming land ownership.

The application due date is June 1, so we would like to present the plan to Council and obtain the required lease documents. I am hoping we can be added to a meeting in the next few weeks (Council is aware of the project) to obtain the necessary paperwork. Please advise what would work best.

Michelle Wright
Kinette Treasurer



Request for Decision (RFD)

Meeting Date: May 28, 2026

Agenda Item: # 8.4

Topic: Farm Family Centennial Award

Presented By: Manager of Agricultural Services, Sebastien Dutrisac

Recommendation:

That Smoky Lake County Council moves that the County bestows the Farm Family Centennial Award to the applicant

Background:

Smoky Lake County Council acknowledges the contribution that agriculture provides to the economy, the community, and the County. In keeping with this recognition, Council established the Farm Family Centennial Award to honour families who continue to farm on the same location over the generations.

Benefits:

Community recognition

Disadvantages: N/A

Alternatives

1. That Smoky Lake County Council accepts the Farm Family Centennial Award application as information

Financial Implications:

Cost of the Award

Legislation:

Policy 18-01 Farm Family Centennial Award.

Intergovernmental: N/A

Strategic Alignment: N/A

Enclosure(s):

1. **Application submitted**

Signature of the CAO: _____

SMOKY LAKE COUNTY



Title: Family Farm Centennial Award	Policy No.: 18-01
Section: 01	Code:
Page No.: 1 of 2 E	

Legislation Reference:	Alberta Provincial Statutes
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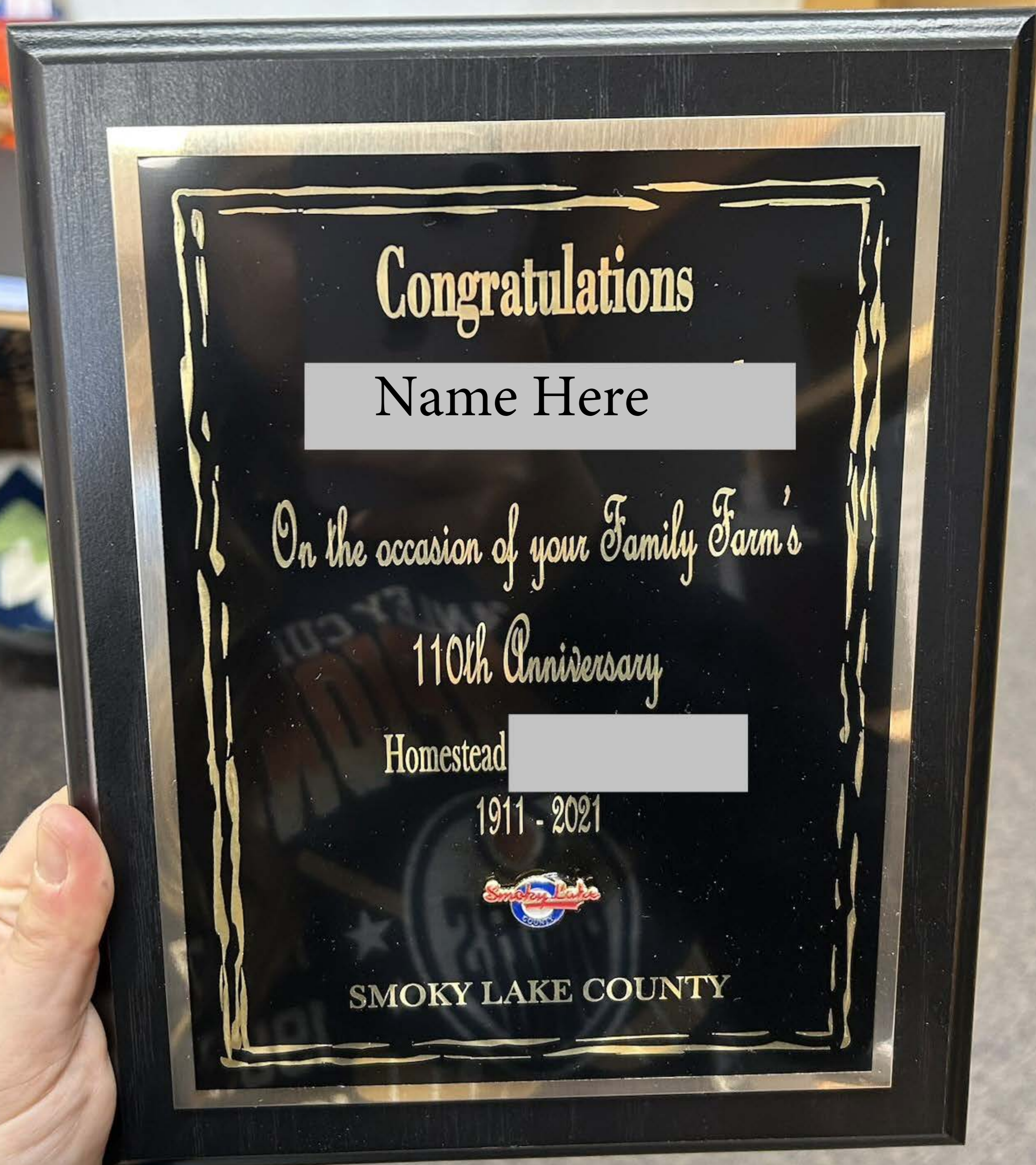
Purpose:	To provide a guideline for centennial tributes.
-----------------	---

Policy Statement and Guidelines:	
1. STATEMENT:	
1.1	County Council acknowledges the significant contribution made by settlers, homesteaders, multi-generational family farmers in Alberta and is proud to recognize the centennial anniversary of residents in Smoky Lake County.
2. DEFINITION:	
2.1	"Homestead" means a farm house or residence located on a quarter section or lesser area.
3. GUIDELINE:	
3.1	Rural residents of Smoky Lake County whose family has continuously owned a farm, ranch, or homestead and/or actively farmed for a minimum of 100 years are eligible for recognition under this policy.
3.2	Applicants must currently own the original homestead.
3.2.1	Only one award will be issued per homestead
4. PROCEDURE:	
4.1	Applicants shall submit Schedule "A": Request for Family Farm Centennial Award.
4.1.1	Date homestead established.
4.1.2	Kinship ties between the applicant and the founder of the farm, ranch or homestead.
4.1.3	Dates each subsequent landowner/occupant resided on the homestead.
4.2	Requests should be submitted at least two (2) months prior to the date of celebration if the award is to be presented at a celebratory function.
4.3	Applicants will be notified when the Award is prepared. If requested by the applicant, the Councillor of the area in which the homestead is located may present the Award personally.

	Date	Resolution Number
Approved	August 24, 2010	# 797-10 - Page # 9413
Amended		
Amended		

8"x10" \$160 plus gst.

Starbrite Embroidery,
St. Paul Alberta





**Calgary
Construction
Association**

Charles Beckley

Axis Insurance Managers Inc.

Mary Ann Smith

Champion Member Award

Class of 2026

1-800-295-5510
CANADA



Behrends
 2207 91 Avenue
 Edmonton, AB T6P 1L1
 Ph: (780) 464-5177
 FAX: (780) 467-6516
 Web: <http://www.behrendsgroup.com>

Quote #: 58159

Option: Digital Printed Acrylic

Prepared For:	Smoky Lake County	Created Date:	4/23/2026 12:16:47PM
Contact:	Meaghan Andreychuk	Salesperson:	Karen Fraser
Office Phone:	(780) 656-3730 x105	Email:	karen@behrendsgroup.com
Fax:	N/A	Office Phone:	(587) 881-0892
Email:	mandreychuk@smokylakecounty.ab.ca	Office Fax:	(780) 467-6516
Address:	Box 310 Smoky Lake, AB T0A 3C0	Entered by:	Karen Fraser

Centennial Family Farm Plaques

Option: Digital Printed Acrylic

		Quantity	Unit Price	Subtotal
1	Product: Engraving - 3D Routing Description: Painted Acrylic Panel with Digital Print • 1- 9 in (W) x 12 in (H) Single Sided Sign(s) made from Acrylic 1/4" stock material FACE FINISH: Horizontal INFILL: COLOR 1: PMS EDGE FINISH: Painted COLOR 1: PMS MOUNTING: Double Sided Tape Thin Polyester	1	\$333.07	\$333.07

1.A

Product: Rigid Sign Print
Description: Tactile Digital Print
 • 1- 9 in (W) x 12 in (H) Single Sided Print(s) made from stock material
 • Custom Finishing

Subtotal:	\$333.07
Total Taxes:	\$16.65
Total (\$CDN):	\$349.72

The above estimate does not include shipping. Any applicable shipping will be charged on the final invoice.

Payment Terms: Net 30; Balance due in 30 days.

Client Reply Request for Option: Digital Printed Acrylic

Estimate Accepted "As Is". Please proceed with Order.

Other: _____

Changes required, please contact me.

SIGN: _____ Date: / /

NOTE: All images, designs, concepts, and content on these pages are the property of Behrends Inc.

Estimate Valid for 15 Days



Request for Decision (RFD)

Meeting Date: May 28, 2026

Agenda Item: # 8.5

Topic: Agricultural Services Fees & Charges Bylaw No. 1506-25

Presented By: Manager of Agricultural Services, Sebastien Dutrisac

Recommendation:

That Smoky Lake County Council gives Bylaw No. 1506-25 First Reading.

That Smoky Lake County Council gives Bylaw No. 1506-25 Second Reading.

That Smoky Lake County Council gives Bylaw No. 1506-25 Permission for Third Reading.

That Smoky Lake County Council gives Bylaw No.1506-25 Third and Final Reading.

Background:

Bylaw No. 1506-25: Agricultural Services Fees & Charges Bylaw is proposed to establish rates and fees for various Agricultural Services-related fees, charges, and payments. This bylaw directly supports and ties into the services delivery and enforcement, with related charges that currently may or may not appear in the County's separate Policies. Examples of ag services fees, charges, and payments includes, but not limited to:

- Weed control notice appeal fee: \$500.
- Pest control notice appeal fee: \$100.
- Soil conservation notice appeal fee: \$50.
- Custom spraying (per hour): Base mobilization fee + hourly rates (with discounts or add-ons for weed notices) + herbicide at cost.
- Offenses fees in the event an additional penalty is required.
- Payments for Wildlife Management Initiatives

These fees/charges fund or recover costs for programs the department would now formally administers under the new bylaw framework.

Benefits:

The new format would shift from informal Terms of Reference and/or Policies to a formal bylaw/structure (shifting from informal to professional format). The proposed bylaw would consolidate all fees, charges in payments under one bylaw and its schedules while simultaneously reducing the length and complexities of relative policies. In addition, by clarifying and defining the officer's duties and powers, it would minimize potential misunderstandings and challenges.

Disadvantages:

If approved, the amendments of the related policies will be required.

Alternatives

- 1. That Smoky Lake County Council accepts the RFD as information.**

Financial Implications:

Reduces the probability of litigation consequences.



Request for Decision (RFD)

Legislation:

1. Alberta Weed Control Act
2. Agricultural Pests Act
3. Agricultural Service Board Act
4. Soil Conservation Act
5. Weed Control Act

Intergovernmental: N/A

Strategic Alignment: N/A Legislation:

Enclosure(s):

1. **Draft Ag Fees and Charges Bylaw**

Signature of the CAO: _____

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

**SMOKY LAKE COUNTY
IN THE PROVINCE OF ALBERTA
BYLAW NO, 1506-25**

**A BYLAW OF THE MUNICIPALITY OF SMOKY LAKE COUNTY IN THE PROVINCE OF ALBERTA,
TO ESTABLISH FEES, CHARGES AND PAYMENT FOR AGRICULTURAL SERVICES FOR
SMOKY LAKE COUNTY.**

WHEREAS Smoky Lake County deems it expedient to set and review, as necessary, from time-to-time various fees, charges, and payments related to agricultural services within the Municipality; and

WHEREAS, the *Agricultural Pest Act (APA)*, as amended from time to time, authorizes an accredited municipality to make bylaws respecting fees for anything issued or any material or service provided pursuant to the *APA*;

WHEREAS, the *Agricultural Service Board Act (ASBA)*, as amended from time to time, authorizes an accredited municipality to make bylaws respecting fees for anything issued or any material or service provided pursuant to the *ASBA*;

WHEREAS, the *Soil Conservation Act (SCA)*, as amended from time to time, authorizes an accredited municipality to make bylaws respecting fees for anything issued or any material or service provided pursuant to the *SCA*;

WHEREAS, the *Weed Control Act (WCA)*, as amended from time to time, authorizes an accredited municipality to make bylaws respecting fees for anything issued or any material or service provided pursuant to the *WCA*;

WHEREAS, the *Municipal Government Act (MGA)*, Revised Statutes of Alberta 2000 Chapter M-26, as amended from time to time, authorizes an accredited municipality to make bylaws respecting fees for anything issued or any material or service provided pursuant to the *MGA*;

WHEREAS, the *Provincial Offences Procedure Act (POPA)* as amended from time to time, authorizes an accredited municipality to make bylaws respecting fees for anything issued or any material or service provided pursuant to *POPA*;

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

1. NAME:

- 1.1 This Bylaw may be referred to as the "Smoky Lake County Agricultural Services Fees & Charges Bylaw."

2. DEFINITIONS

For this Bylaw, the following definitions will apply:

- 2.1. *Agricultural Pest Act* - The *Agricultural Pest Act* (R.S.A.2000 Chapter A-8) and the *Pest and Nuisance Control Regulation* (A.R. 184/2001) and any successor thereto.
- 2.2. Agricultural Pest Appeal Committee - The annual Council-appointed committee that hears and determines appeals of a Notice to Control Pest and Debt recovery Notice issued under the *APA*.
- 2.3. Agricultural Service Board – The appointed Board that exercises on behalf of

Council, all the powers and performs all the duties that are conferred on it by Council, under this or any other enactment, with respect to agricultural matters.

- 2.4. *Agricultural Service Board Act* – The *Agricultural Service Board Act* (R.S.A 2000 Chapter A-10) and any successor thereto.
- 2.5. Council – means the Reeve and Councilors duly elected in Smoky Lake County and who are eligible to continue to hold office.
- 2.6. Debt Recovery Notice - a statement of the expenses and a demand for payment on the owner of the land, property or livestock in respect of which the work was carried out to fulfill the requirements of an Inspector's notice or a local authority's notice.
- 2.7. Inspector's Notice - a legally binding document demanding compliance by a specified deadline and outlining acceptable options under the following legislation: *APA*, *SCA*, or *WCA*.
- 2.8. Local Authorities Notice – Notice issued by a local authority to control noxious weeds and to destroy prohibited noxious weeds to the owners and occupants of land in a subdivided area that does not exceed 20 acres.
- 2.9. Notice(s) – relates to all notices and Pest Detention Tag referred in this document
- 2.10. Municipal Tag - means a tag or similar document issued by the County pursuant to the MGA that alleges a bylaw offence and provides a Person with the opportunity to pay an amount to the County in lieu of prosecution for the offence.
- 2.11. Pest Detention Tag – a notice issued to facilitate the identification of livestock or material, to help prevent the spread of an infestation, issued under the *APA*
- 2.12. *Provincial Offences Procedure Act* R.S.A 2000 c. P-34 and any successor thereto
- 2.13. *Soil conservation Act - Soil Conservation Act*, R.S.A. 2000, c. S-15 and the *Soil Conservation Notice Regulation* (A.R. 272/1998) and any successor thereto
- 2.14. Soil Conservation Appeal Committee - means an Agricultural Service Board established under the *ASBA* that determines appeals under the *SCA*
- 2.15. *Weed Control Act - Weed Control Act*, (R.S.A. 2008, c. W-5.1) and *Weed Control Regulation* (A.R. 19/2010) and any successor thereto.
- 2.16. Weed Appeal Panel – the annually Council appointed independent appeal panel that determines appeals of the inspector's notice, local authority's notice and debt recovery notices issued under the *WCA*.

3. FEES ESTABLISHED

- 3.1 **'Schedule A – Appeal Panel Fees**
- 3.2 **'Schedule B – Charges, Enforcement Fees and Fines**
- 3.3 **'Schedule C – Bounty Payment**

attached herein, each forms a part of this Bylaw.

- 3.4 The Agricultural Service Board appointed by Council, under the *Agricultural Service Board Act*, may recommend related fees, fines and payments.

4. FEES RELATED TO APPEALS

Fees must be paid as per Schedule A for any person who:

- a) Applies to appeal of an inspector's notice, Pest Detention Tag or debt recovery notice issued under the *Agricultural Pest Act* and its *Regulations*.
- b) Applies to appeal of an inspector's notice or debt recovery notice issued under the *Soil Conservation Act* and its *Regulations*.

- c) Applies to appeal of an inspector's notice, local authority's notice or debt recovery notice under the *Weed Control Act* and its *Regulations*.

5. FINES RELATED TO OFFENCES AND PENALTIES

- 5.1 Under Schedule B, fines may be imposed for any person who is guilty of an offense if they:
 - a) Contravenes the *Agricultural Pest Act* or its *Regulations*.
 - b) Fails to comply with a Notice to Control Pests.
 - c) Contravenes or fails to comply with a decision of the Agricultural Pest Appeal Committee.
 - d) Obstructs or otherwise hinders in any manner Pest Inspectors, in the exercise or performance of that person's powers authorized under this or any other Bylaw or enactment.
 - e) Fails to comply with a Soil Conservation Notice.
 - f) Contravenes the *Soil Conservation Act* or its *Regulations*.
 - g) Fails to comply with Section 3 of the *Soil Conservation Act*.
 - h) Contravenes a bylaw or order made under section 21 of the *Soil Conservation Act*.
 - i) Fails to comply with the terms or conditions under which a permit is issued under the *Soil Conservation Act*.
 - j) Contravenes or fails to comply with a decision of the Soil Conservation Appeal Committee.
 - k) Obstructs or otherwise hinders in any manner, a Soil Conservation Officer in the exercise or performance of that person's powers authorized under this or any other Bylaw or enactment.
 - l) Contravenes the *Weed Control Act*.
 - m) Contravenes or fails to comply with a decision of the Weed Appeal Panel.
 - n) Obstructs or otherwise hinders in any manner Weed Inspectors, in the exercise or performance of that person's powers authorized under this or any other Bylaw or enactment.
 - o) Contravenes or fails to comply with a stop order issued pursuant to the *Municipal Government Act*; is guilty of an offence and is liable on summary conviction to a fine.
 - p) Contravenes or fails to comply with a stop order issued by the Minister with the agriculture portfolio or ministry.
 - q) Contravenes the agreement of land under supervision or rehabilitation made under the *Agricultural Service Board Act*.
 - r) Contravene the Order of Reclamation made under the *Agricultural Service Board Act*. If a person is found guilty of an offence under the *Agricultural Pest Act*, *Soil Conservation Act*, or *Weed Control Act*, the court may, in addition to any other penalty imposed, order the person to comply with the these Acts or a permit issued under this Bylaw, or a

condition of any of them, or a term of imprisonment.

- 5.2 Where a contravention or offence is of a continuing nature, further Municipal Tags may be issued by an Officer of the municipality for each day the offence continues.
- 5.3 A person named on a Municipal Tag may, in lieu of being prosecuted, plead guilty to the offence by signing the Municipal Tag and paying the specified penalty at the location indicated on the Municipal Tag.
- 5.4 If payment of a Municipal Tag is not made within the time specified, an Officer of the municipality may issue a Violation Ticket under the Provincial Offences Procedures Act requiring the person named to appear in court on the date indicated in the Violation Ticket.
- 5.5 Nothing in this Bylaw shall prevent or restrict an Officer of the municipality from immediately issuing a Violation Ticket under the *Provincial Offences Procedures Act* for a mandatory court appearance of any person who contravenes this Bylaw or the Land Use Bylaw.

6 RIGHT OF ENTRY

- 6.1 As described under Section 17 (2) of the *Agricultural Pest Act*, an inspector may, for the purpose of carrying out the inspector's duties,
 - a) enter at any reasonable hour on any land to inspect the land or any buildings, property or livestock on the land,
 - b) on giving reasonable notice, direct the owner or person in control of livestock to assemble and confine the livestock for the purpose of an inspection, and
 - c) take specimens of a pest or nuisance and of any matter or thing that contains or is suspected of containing a pest or nuisance.
- 6.2 As described under Section 19 of the *Soil Conservation Act* an officer or a member of a soil conservation appeal committee or any person authorized by one of them may, at any reasonable time, enter onto land for the purposes of
 - a) determining, in respect of that land,
 - i. whether appropriate measures are being taken
 - A. to prevent soil loss or deterioration from taking place, or
 - B. in the case where soil loss or deterioration is taking place, to stop the loss or deterioration from continuing,
 - or
 - ii. whether remedial measures set out in a notice are being properly carried out, or
 - b) carrying out remedial measures set out in a notice.
- 6.3 As described under Section 12 the Weed Control Act,
 - (1) An inspector may enter land or inspect land or personal property at a reasonable time
 - a) to monitor compliance with this Act, including making inquiries, taking

samples or performing tests, or

- b) to enforce an inspector's notice, local authority's notice or Minister's notice in accordance with section 18.

(2) An inspector shall not enter a building unless the owner or occupant of the land on which the building is situated

- a) consents, or
- b) has been given a written notice.

(3) Subsection (2) does not apply if the building is, or is part of, a seed-cleaning facility, grain-handling facility or auction market.

6.4 As described under Section 8 of the *Agricultural Service Board Act* Section:

(2) An agricultural fieldman shall act as a designated officer of the municipality

- a) in carrying out the functions, duties and powers of the municipality under any Act relating to agriculture, and
- b) in implementing projects respecting agriculture agreed on between the council and the Minister.

(3) An agricultural fieldman is, in the municipality employing that fieldman,

- a) a municipal inspector under the *Weed Control Act*,
- b) an inspector of the municipality under the *Agricultural Pests Act*, and
- c) a soil conservation officer of the municipality under the *Soil Conservation Act*.

6.5 For the purpose of entering and inspecting land or structures as described under Part 13, Division 4, Section 542 of the *Municipal Government Act*, RSA 2000, Chapter M-26 as amended, a Development Officer or the Development Compliance Officer, and any other persons appointed by Council, are hereby declared to be "designated officers" or "officer of the municipality".

7 RECOVERY OF EXPENSES

7.1 As per the *APA* Section 19, the municipal secretary of the municipality in which the expenses were incurred, shall serve a statement of the expenses as per Schedule B and a demand for payment on the owner of the land, property or livestock in respect of which the work was carried out.

7.2 As per the *SCA* Section (6) the local authority shall:

- a) notify the landholder and, if the landholder is not the owner, the owner, of those expenses, and,
- b) demand payment for those expenses within 30 days from the date of notification.

As per Section (3) Subject to *SCA* section 13(2), where the payment of the expenses demanded under subsection (2) is not made within the 30-day period, the local authority may do one or both of the following:

- a) add the unpaid expenses to the tax roll as an additional tax against the land in respect of which the expenses were incurred.
- b) recover the unpaid expenses as a debt due to the local authority by action against the landholder and, if the landholder is not the owner, the owner.

7.3 As per the *WCA* Section 21 (4), A local authority may recover the debt due to charges as per Schedule B, from any person who is given a debt recovery notice in either or both of the following manners:

- a) in the same manner as property taxes against land to which the inspector’s notice or local authority’s notice relates.
- b) by filing a certificate with the clerk of the Court of King’s Bench at any judicial center certifying the amount owing.

8 BOUNTY PAYMENT

8.1 Payments for bounties shall follow Schedule C.

9 REVIEW

9.1 This Bylaw should be reviewed at least every two years from its adoption, or as deemed necessary from time to time.

10 PREVAILANCE

10.1 To the extent that a provision of this bylaw is found to conflict with another bylaw or policy of Smoky Lake County, this bylaw shall prevail.

11 REPEAL & SEVERABILITY:

- 11.1 Previous Fees, Charges, and Payment Bylaw is repealed, upon adoption of this bylaw.
- 11.2 If any part of this Bylaw is found to be invalid, it is the intention of Council that the remaining sections remain in force until repealed or otherwise amended.

12 EFFECTIVE DATE:

12.1 This Bylaw comes into force and effect upon it receiving Third Reading.

Received First Reading this ____ day of _____ 2026.

Received Second Reading this ____ day of _____ 2026.

Received Unanimous Consent for Third Reading this ____ day of _____ 2026.

Received Third Reading this ____ day of _____ 2026.

Craig Lukinuk, Reeve

Seal

Chyenne Shaw, Chief Administrative Officer

SCHEDULE A- APPEAL FEES

ITEM DESCRIPTION	FEE
APPEAL FEE AS PER RESPECTIVE LEGISLATIVE REGULATIONS	
Agricultural Pest Appeal	\$100.00
Soil Conservation Appeal	\$50.00
Weed control Appeal	\$500.00

SCHEDULE B – FEES AND CHARGES

ENFORCEMENT FEE SCHEDULE

AGRICULTURAL SERVICES: ENFORCEMENT\CONTRACT CHARGES/SERVICE CHARGES

Service/Equipment	Fee
Internal Enforcement	
ATV/UTV and Spray Unit	\$600/day plus GST
Herbicide	Cost plus 15%/hectare plus GST
Labour	\$75/hr/person plus GST
Spray Truck – up to 1.5 Ton	\$800/day plus GST
Travel (Trucks Under One Ton)	\$0.70/km plus GST
Travel (Trucks Over One Ton)	\$1/km plus GST
Travel Time	\$100/hr plus GST
Truck and Trailer	\$800/day plus GST
Water Truck	Cost plus 15%
Administrative Billing: **	\$100/hr plus GST
Administrative Enforcement: **	\$100/hr plus GST
Re-Inspection: **	\$75/hr plus GST
Construction Equipment	Alberta Roadbuilders Construction Rate
External Enforcement	
Weed and Pest Control Contract	Cost plus 15%
Beaver Control Services Charges (with DFO approval)	
Permit application with DFO	\$200
Charge for dam removal	\$100
Charges per stick	\$50
Rental Fees	
Scare cannon	\$100 deposit
Magpie Traps	\$165
Predacide	Cost plus 20%

NOTE: Services marked with ** require a minimum of one hour to cover additional administrative costs.

FINES AND PENALTIES

Offenses Agricultural Pest Act	Fee
Legislation	Section 23 – of not more than \$5000
First Offense	\$500
Second Offense	\$2500
Third Offense	\$5000
Offenses under Soil Conservation Act	
Legislation	Section 22(1) –of not more than \$5000
First Offense	\$500
Second Offense	\$2500
Third Offense	\$5000
Soil Conservation Act Section 3 – Soil loss and deterioration	Section 22(2)A fine of not more than \$500/day to a maximum of \$10,000
Fine	\$100/day
Offenses under the Weed Control Act	
Legislation	Section 28 – of not more than \$5000
First Offense	\$500
Second Offense	\$2500
Third Offense	\$5000

SCHEDULE C- PAYMENT

ITEM DESCRIPTION	PAYMENT
-------------------------	----------------

BOUNTY	
Coyote (as grants permit)	\$15.00
Northern Pocket Gopher (per tail)	\$3.00
Beaver (tail)	\$20.00
Must be a registered individual with the municipality and animal(s) harvested within its boundary	

READ A FIRST TIME IN COUNCIL THIS DAY OF , AD .202

READ A SECOND TIME IN COUNCIL THIS DAY OF , AD 202.

READ A THIRD AND FINAL TIME WITH THE CONSENT OF COUNCIL THIS DAY OF , AD 202.

Reeve

Chief Administrative Officer



Request for Decision (RFD)

Meeting Date: May 28, 2026

Agenda Item: # 8.6

Topic: Annual Agricultural Service Board report

Presented By: Manager of Agricultural Services, Sebastien Dutrisac

Recommendation:

1. That Smoky Lake County Council Receive the report as presented

Background:

Under Section 4 of the *Agricultural Service Board Act* "A board must present a summary of its activities for the preceding year to the council in a form acceptable to the council containing the information required by the council." Attached is the report submitted to the Ministry of Agriculture and Irrigation.

Benefits:

The submission of this report fulfills the municipality's requirement under the grant agreement ASB-076850 with the Ministry of Agriculture and Irrigation (MOAI). It will also increase access to the summary the activities and the benefits of having an ASB in Smoky Lake County. Scheduled for July 8, 2026 is the scheduled ASB Field Visit of which the submission of this report is on the first page of the audit as "ASB provides a summary of activities to Council; minimum one annual report"

Disadvantages: N/A

Alternatives

1. That Council accepts and provides directions for further annual activity information to be presented next year.

Financial Implications:

Municipal requirements under the grant agreement ASB-076850 with the MOAI.

Legislation:

Agricultural Service Board Act

Intergovernmental:

The Alberta Ministry of Agriculture and Irrigation

Strategic Alignment:

Service Delivery & Community Wellbeing - Ensure compliance with agricultural legislation and support producers.

Enclosure(s):

1. Enclosure 1 - 2025 ASB Grant Report SLC filed

Signature of the CAO: _____

A handwritten signature in blue ink, appearing to read "S. Dutrisac", written over a horizontal line.



Request for Decision (RFD)

Meeting Date: Thursday, May 28, 2026

Agenda Item: # 8.7

Topic: Aquatic Invasive Species Prevention

Presented By: Sebastien Dutrisac, Manager of Agricultural Services

Recommendation:

That Smoky Lake County Council directs administration to include the testing of waterbodies and awareness campaign for the 2027 budget cycle.

Background:

Early detection plays a critical role in protecting watershed health by supporting proactive management and reducing the ecological and economic impacts associated with invasive species spread. In Summer 2025, Lakeland Industry and Community Association (LICA) launched its Early Detection Aquatic Invasive Species Monitoring Program using environmental DNA (eDNA) technology to help protect lakes and waterways within the watershed.

The program targets high-priority aquatic invasive species and pathogens, including:

- Zebra and Quagga Mussels
- Rusty and Northern Crayfish
- Goldfish
- Prussian Carp
- Whirling Disease

On April 16, 2026 motion 20260416-278, Council moved that administration obtain additional information regarding Aquatic Invasive Species (AIS) from LICA to a future council meeting.

Benefits:

Economic and Development Benefits. Lakes can attract tourism, recreation, and real estate development, supporting local businesses such as hotels, restaurants, and retail. In addition, lakes also provide opportunities for fishing, boating, swimming, and outdoor activities, which improve local public health and community well-being.

Disadvantages: N/A

Alternatives:

1. That Council accepts the RFD as information.

Financial Implications:

1. Budget 2027

Legislation:

1. Fisheries (Alberta) Act
2. Federal Fisheries Act and Fisheries (Aquatic Invasive Species Regulations)



Request for Decision (RFD)

Intergovernmental:

Ministry of Environment and Parks

Strategic Alignment:

1. Service Delivery & Community Wellbeing

Enclosure(s):

1. Enclosure 1 – AIS Pricing

Signature of the CAO: _____

A handwritten signature in blue ink, appearing to read "W. H. ...", is written over a horizontal line.

Awareness:

- AIS stickers

4" x 7" Sticker Sheets - 2 designs

500 sheets of each design (1000 total) - \$830 (\$415 per set)

750 sheets of each design (1500 total) - \$930 (\$465 per set)

1000 sheets of each design (2000 total) - \$1070 (\$535 per set)



- Development of AIS Pocketbook
 - Approx. \$2000.00 for printing 400 copies.
- Educational Signs

Info Sign: Latex Print // Matte Laminate // Drytac PAGP // 5/8" FPVC (CNC Cut) // 24" W x 18" H	\$355.00
Fabricated Post: 3" Steel Tubing // 72" L // Powder Coated (Black) // 8" x 8"	\$575.00
Cost total of one sign:	\$930.00

****Pricing does not include GST****

Prevention:

- Boat washing stations

Equipment Cost: Pick One Option	
CD3 Roadside + Precast Base *no software*	\$6,228.26
CD3 Outpost + Precast Base	\$37,459.06
CD3 Wayside Solar + Precast Base	\$69,932.28
CD3 Wayside Solar Trailer	\$78,262.40
Annual Operational Costs	
CD3 Software annual fee, wet/dry vac tank pump-outs and tool replacement	\$1600.00

This expense covers the purchase of one station, replacement parts, a winter cover, full customization wrap, shipping costs, and software for one year for use in tracking

****These prices do not include GST****

Early Detection Monitoring:

- eDNA Monitoring per Sample: Total \$122.00 per sample (x2 per lake each season)
 - Filters \$31.00
 - Plate \$3.00
 - Sample Analysis \$88.00
- Cost of eDNA Machine including extra battery and charger: \$5,225.00 + GST

Important Lakes in Smoky Lake County:

2025 eDNA: No lakes

2026 eDNA: Garner Lake

Extras: Whitefish Lake, Goodfish Lake, Reed Lake etc.



Request for Decision (RFD)

Meeting Date: Thursday, May 28, 2026

Agenda Item: # 8.8

Topic: Weed/Pest Inspector Appointment

Presented By: Sebastien Dutrisac, Manager of Agricultural Services

Recommendation:

That Smoky Lake County Council appoint Hannah Richards and Natalie Tychkowski as Weed and Pest Inspectors for Smoky Lake County, effective May 28th, 2026, to termination of employment.

Background:

Under the *Weed Control Act* of Alberta Section 7(1) states “A local authority shall appoint inspectors to enforce and monitor compliance with this Act within the municipality”, and the *Agricultural Pest Act* Statutes of Alberta Section 9(1) states “Inspectors may be appointed by a local authority or by the Minister to carry out this Act and the regulations”.

Benefits:

The appointment of qualified staff as Weed and Pest Inspectors fulfills the municipality’s requirement under the grant agreement ASB-076850 with the Ministry of Agriculture and Irrigation (MOAI) includes Goal 2-2 and Goal 4-2 as well as the Weed Control Act (Section 7) and the Agricultural Pests Act to appoint sufficient inspectors for enforcement and monitoring.

Disadvantages: N/A

Alternatives:

1. That Council accepts the RFD as information.

Financial Implications:

Goals not met under the current grant agreement might affect grant funding levels.

Legislation:

1. Alberta Weed Control Act
2. Agricultural Pests Act
3. Policy Statement No. 62-14-02: Weed Inspection and Weed Notice

Intergovernmental:

Ministry of Agriculture & Irrigation

Strategic Alignment: N/A



Request for Decision (RFD)

Enclosure(s): N/A

Signature of the CAO: 



Request for Decision (RFD)

Meeting Date: Thursday, May 28, 2026

Agenda Item: # 8.9

Topic: Creation of a Weed and Pest Regional Appeal Committee

Presented By: Manager of Agricultural Services, Sebastien Dutrisac

Recommendation:

That Smoky Lake County Council direct administration to investigate the creation of a Regional Weed and Pest Appeal Committee for Smoky Lake County and interested neighbouring municipalities for 2027.

Background:

Under the *Agricultural Pest Act* (APA) of Alberta Section 14 subsection 5 “A local authority shall annually appoint a committee to hear and determine appeals under this section and on receipt of a notice of appeal a local authority shall refer the appeal to that committee” as well as under the *Weed Control Act* (WCA) Section 19 subsection 1 “A local authority shall establish, at least annually, an independent appeal panel to determine appeals of inspector’s notices, local authority’s notices and debt recovery notices”.

Benefits:

The current appointment of a Weed and Pest Appeal Committee under the WCA and APA achieves legislative compliance for the 2026 ASB audit. The creation of a Regional Weed and Pest Appeal committee should increase the number of applicants for the position if the regional collaboration includes the caveat that an appointee from a municipality will not sit on the appeal panel hearing an appeal within the same municipality they reside in. The intent is to have each municipality cover the cost of their own appointees that are sitting at a neighbouring municipal appeal. This initiative would decrease the likelihood of a committee member be in a compromising position when having to decide on an appeal of neighbouring producer therefore increasing the objectivity of the verdict and decreasing potential conflict between neighbours.

Disadvantages: N/A

Alternatives:

1. That Council accepts the RFD as information.

Financial Implications:

Potential variance in mileage paid for the panel appointees.

Legislation:

1. Alberta Weed Control Act
2. Agricultural Pests Act



Request for Decision (RFD)

Intergovernmental:

Ministry of Agriculture & Irrigation

Strategic Alignment:

1. Regional Collaboration & Modernization

Enclosure(s): N/A

Signature of the CAO: _____

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



Request for Decision (RFD)

Meeting Date: Thursday, May 28, 2026

Agenda Item: # 8.10

Topic: Weed Inspection and Weed Notice Policy

Presented By: Manager of Agricultural Services, Sebastien Dutrisac

Recommendation:

- 1. That Smoky Lake County Council adopts the amended Policy 62-14-02 Weed Inspection as presented**
 - 2. That Smoky Lake Council directs the Agricultural Service Board to review and amend as necessary the procedures to reflect the changes of the Weed Control Act and the related Weed Control Act Regulations**
-

Background:

The County's Weed Inspection and Weed Notice Policy (Policy No. 62-14-02, last amended May 09, 2016) established the local framework for managing regulated weeds in accordance with Alberta's Weed Control Act (SA 2008, c W-5.1) and the Weed Control Regulation (Alberta Regulation 19/2010,). Effective January 28, 2026, Alberta Agriculture and Irrigation implemented significant updates to the regulated weed list through the Weed Control Amendment Regulation (Alberta Regulation 19/2026). These changes — the first major revision in 16 years — include the addition of 17 new species and select hybrids, reclassifications of certain weeds, and the removal of two species (Perennial sow thistle and Creeping bellflower) from regulation. The updates reflect current ecological, economic, and agricultural risks posed by invasive plants in the province.

Benefits:

These provincial changes necessitate a review and update of the Municipality's Weed Control Policy to ensure full alignment with the current Weed Control Act and Regulation. Updating the policy will:

- Maintain compliance with provincial legislation and avoid potential liability for the Municipality.
- Support effective management of invasive plants that threaten local agriculture, biodiversity, infrastructure, recreational areas, and community values.
- Clarify the roles and responsibilities of the Municipality, appointed inspectors, and property owners/occupants.
- Strengthen education and enforcement efforts in response to the expanded or revised list of regulated weeds.

In addition to aligning with the updated provincial requirements, staff recommend a broader modernization of the content and format of the policy. The existing policy currently blends high-level policy direction with detailed internal operational procedures (such as inspection protocols, enforcement workflows, notice issuance steps, and administrative checklists)



Request for Decision (RFD)

This proposed amendment ensures the Municipality's Weed Control Policy remains relevant, compliant, and resident-centred while effectively addressing the evolving provincial regulatory landscape.

Disadvantages: N/A

Alternatives:

1. That Council includes the review of the Policy 62-14-02 in the referral to the ASB the review of the procedural and communication strategy for Weed Inspection Program
2. That Council accepts the RFD as information.

Financial Implications:

1. Risk Reduction and Liability Savings,
2. Reduced Staff Time
3. Administrative Efficiency

Legislation:

1. Alberta Weed Control Act and Regulation
2. Policy Statement No. 62-14-02: Weed Inspection and Weed Notice
3. Alberta Agricultural Service Board Act

Intergovernmental:

Ministry of Agriculture & Irrigation

Strategic Alignment: N/A

Enclosure(s):

1. **Enclosure 1 Policy Statement No. 62-14-02**
2. **Enclosure 2 Draft Weed Policy 2026**

Signature of the CAO:  _____

SMOKY LAKE COUNTY



Title: Weed Inspection and Weed Notice	Policy No.: 14-02
Section: 62	Code: P-I
Page No.: 1 of 8 E	

Legislation Reference:	Alberta Provincial Statutes
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Purpose:	To enforce the Weed Control Act and therefore prevent and control the establishment and/or spread of noxious weeds.
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Policy Statement and Guidelines:

1. Objective

To prevent and control the establishment and/or spread of noxious weeds through responsible communication with landowners, occupants, industry stakeholders and members of the general public.

2. Procedures

- 2.1 The ASB shall, at its discretion, appoint a sufficient number of inspectors to enforce the Weed Control Act and supply each inspector with identification in the form prescribed by the Weed Control Regulations.
- 2.2 The Weed Inspection Program will be conducted during the months of May to September and will be carried out by the Agricultural Fieldman, Assistant Agricultural Fieldman, Agricultural Services Technologist or Weed Inspector (if hired).
- 2.3 The Agricultural Fieldman will be responsible for enforcement of the Weed Control Act.
- 2.4 When a weed problem is found every effort will be made to cooperate with the landowner to deal with the problem in an amicable manner. Only after verbal and written communication is made is a Weed Notice to be issued. Weed Notices are to be issued at the discretion of the Agricultural Fieldman; as per ***Schedule "A" Notice to Remedy Weed Problem.***
- 2.5 Weed Notices and all actions carried out before, after and in accordance with the issuance thereof, must be in compliance with the current Weed Control Act or related statutes of the Province of Alberta.
- 2.6 If remedial measures of the Weed Notice have not been complied with, the work may be carried out by the municipality or a private contractor (as hired by the municipality) and all associated fees are to be applied to the landowner and/or occupant.
- 2.7 If the landowner and/or occupant fail to pay the amount owing, the charges will be applied to the tax roll against the land in question by motion of County Council.
- 2.8 Weed Notices shall have, attached, ***Schedule "B": Appeal Notice***; a form allowing the recipient of the Weed Notice the opportunity to appeal the Weed Notice. The conditions of an appeal will be as determined by the Agricultural Service Board Committee as per *Policy 62-20 "Agricultural Service Board Committee: Terms of Reference"* from time to time and shall be printed on this form.

Title: Weed Inspection and Weed Notice		Policy No.: 14-02
Section: 62	Code: P-I	Page No.: 2 of 8 E

Policy Statement and Guidelines:	
2.9	All Weed Notice Appeals shall be heard by the Agricultural Service Board Weed and Pest Appeal Committee.
2.10	If an agreement cannot be found then the matter may be brought forward to the Provincial Courts for Appeal.
3.	Notification Process
3.1	An Introduction Letter will be sent to a landowner with noxious weeds on their property. This letter, as per <i>Schedule "C" Introduction Letter</i> , will identify the weed species, the location and form(s) of control. A landowner will have 10 days to take remedial action.
3.2	If no action is taken after an Introduction Letter is sent, a Compliance Request Letter will follow, as per <i>Schedule "D" Compliance Request Letter</i> . This letter will refer to the Alberta Weed Control Act, stating that it is the landowner's responsibility to control noxious weed on their property. A maximum of 7 days will be given for remedial action to take place.
3.3	A Non-Compliance letter is sent when no action has been taken after a landowner receives the previous two letters, as per <i>Schedule "E" Non-Compliance Letter</i> . This letter states that the landowner has 5 days to comply before a Weed Notice will be issued.
3.4	If all previous attempts to work with the landowner are ignored, a Weed Notice will be issued, as per <i>Schedule "A" Weed Notice</i> , giving the landowner 7 days to complete remedial action before an enforcement is completed.
3.4.1	If a weed notice is not complied with, weed control shall be undertaken. All expenses incurred will be invoiced to the landowner of the property. Payment is requested within 30 days of the issuance of notice. If payment is not received within 30 days, the amount owing will be placed on the tax roll as an additional tax against the land.
3.5	It may be up to the discretion of the Agricultural Fieldman to skip this notification process all together and go straight to a Weed Notice, depending on the growth state of the weed, the severity of the infestation, and if the weed is designated as Prohibited Noxious.

	Date	Resolution Number
Approved	January 14, 2010	#235-10 - Page #9207
Amended	May 9, 2016	#689-16 - Page #12242
Amended		



Schedule "A" Weed Notice

Weed Control Act (Section 12)

Notice to Remedy Weed Problem

TO: _____

ADDRESS: _____

YOU ARE HEREBY DIRECTED TO:

___ DESTROY THE
RESTRICTED WEEDS

___ CONTROL THE
NOXIOUS WEEDS

1. _____
2. _____
3. _____
4. _____

1. _____
2. _____
3. _____
4. _____

WHICH ARE INFESTING THE PROPERTY:

Municipally known as:

Township __ Range __ LOCATION OF PROPERTY
West of the __ Meridian.

The weeds will be considered controlled or destroyed if _____
_____.

Action is to be completed on or before (day) (month) (year).

If this notice is not complied with action will be taken in accordance with the provisions of the *Weed Control Act*.

Dated _____ 20__

Issued under section 12
of the *Weed Control Act*

(Inspector)
(Municipality)
(Address)

File No. _____

IMPORTANT PLEASE SEE REVERSE

(Reprinted from the Weed Control Act)

Violation

- 31 An occupant of land, or if the land is unoccupied, the owner of the land, shall as often as is necessary
- (a) destroy all restricted weeds located on the land to prevent the spread, growth, ripening or scattering of the restricted weeds,
 - (b) control in accordance with this Act and the regulations all noxious weeds located on the land to prevent the spread, growth, ripening or scattering of the noxious weeds, and
 - (c) prevent the spread or scattering of nuisance weeds.
- 32 An owner or occupant of land who receives a notice under this Act shall, subject to any right of appeal given by this Act, carry out the directions contained in the notice.

Appeals

28(1) A person who

- (a) has an interest in land as an owner or occupant, and
- (b) considers himself aggrieved by a notice that relates to the land and that is given by an inspector under section 12, 13 or 18(1),

may appeal to the local authority of the municipality in which that land is located by filing a notice of appeal under this section.

(2) A notice of appeal shall be in writing and shall set out

- (a) the name and address of the appellant,
- (b) a copy of the notice in respect of which the appeal is being taken,
- (c) the legal description of the land affected, and
- (d) the grounds for appeal.

(3) A notice of appeal shall be delivered personally or sent by double registered mail or certified mail to the municipal secretary, within the time specified in the notice for doing the thing required by the notice or 10 days, whichever is less.

(4) A notice of appeal shall be accompanied with a deposit in an amount prescribed by the regulations.

(5) The deposit made under subsection (4) shall be refunded if the appellant is successful in the appellant's appeal under this section or in a review under section 29.

(6) A local authority shall at least once a year appoint an independent committee to hear and determine appeals under this section and on receipt of a notice of appeal a local authority shall refer the appeal to that committee.

(7) Within 15 days from the day of receipt of a notice of appeal, the committee shall hear and determine the appeal and the committee may confirm, rescind or vary the notice that was issued.

(8) The municipal secretary shall, on determination of the appeal, send a copy of the decision together with the written reasons, if any, to the appellant by double registered mail or certified mail.

Offence

38 A person who contravenes this Act or the regulations is guilty of an offence and liable to a fine of not more than \$5000 and in default of payment to a term of imprisonment of not more than 60 days.



Schedule "B" APPEAL NOTICE

APPEAL NOTICE
Appeals to this Weed Notice must be hand delivered or sent double registered or certified mail within the time specified on the notice to take corrective actions or 10 days, whichever is less.

DATED: _____

TO: CHIEF ADMINISTRATIVE OFFICER
Smoky Lake County
Box 310, 4612 McDougall Drive
Smoky Lake, Alberta T0A 3C0

I am appealing the Direction (_____), on _____
Date on Directive

_____ Legal Land Description

You may give reasons for your appeal:

(Use a separate sheet if necessary)

Signature

Name Printed

Street Address

Phone Numbers:

Home: _____

Town

Cellular: _____

Province

Postal Code

Work: _____

NOTE: ONLY appeals file WITHIN THE 10 DAY PERIOD will be heard by the SMOKY LAKE COUNTY AGRICULTURAL SERVICE BOARD.

You will be notified by mail of the date of the hearing.

Schedule "C" Introduction Letter



Date

Name

Address

Town

Postal Code

Dear Smoky Lake County ratepayer:

Re: Weed Control Introduction Letter – Case File #

As part of Smoky Lake County's 2016 weed inspection program, **weed** has been identified on **legal land location**. This weed is designated as noxious under the Alberta Weed Control Act and must be controlled.

Please note that it is your responsibility under the Alberta Weed Control Act to control the establishment and spread of any noxious weeds on your property. Due to their ability to outcompete, these noxious weeds pose a serious threat to agricultural land, environmentally sensitive areas and the native vegetation within Smoky Lake County. We all must play our part in controlling these weeds so that the problem does not get any worse.

Common Tansy, White Cockle, Oxeye Daisy and Canada Thistle are some of the major problematic weeds in this area. These noxious weeds, and others, will continue to spread if a concerted effort is not made to control them. If no control measures are taken, there is a risk that they will spread to the property of others. It would be greatly appreciated if efforts could be taken to control these weeds in order to prevent further spread and establishment of these noxious weeds within the county.

Each weed species may need a different form of control to be effective, weed biology and growth stage must be considered. Some plants respond well to mechanical control (hand pulling, mowing or cultivation), some to cultural controls (fertilization and competition), while others to herbicide. For specific information regarding weeds found within your property, please contact the Smoky Lake Agricultural Services Department at (780) 656-3730 or you can contact me directly on my cell at **weed inspector cell number**.

Thank you for your cooperation,

Weed inspector name

Smoky Lake County Weed Inspector

Schedule "D" Compliance Request Letter



Date

Name

Address

Town

Postal Code

Dear Smoky Lake County ratepayer:

Re: Weed Control Compliance Request Letter – Case File #

As part of Smoky Lake County's 2016 weed inspection program, **weed** has been identified on **legal land location**. This weed is listed as noxious under the Alberta Weed Control Act and must be controlled.

Please be aware that it is your responsibility as designated under the Alberta Weed Control Act to control any noxious weeds that have been identified on your property. Due to their highly invasive nature and ability to outcompete, these weeds pose a serious threat to agricultural land, environmentally sensitive areas and native vegetation within Smoky Lake County. We all must work together to take responsibility for control of these noxious weeds, so that the problem does not get any worse and spread to neighboring properties.

Each weed species may need a different method of control, depending on the weeds biology and growth stage, to be effective. Some plants respond well to mechanical control options (hand pulling, mowing or cultivation), some to cultural controls (fertilization and competition), and others to herbicides. Please make an attempt to control these weeds before **date**.

For specific information regarding the weeds found within your property, please contact the Smoky Lake County Agricultural Services Department as (780) 656-3730, or you can contact me directly on my cell phone at **weed inspector cell phone number**.

Thank you for your cooperation,

Name

Smoky Lake County Weed Inspector

Schedule "E" Non-Compliance Letter



Date

Name

Address

Town

Postal Code

Dear Smoky Lake County ratepayer:

Re: Weed Control Non-Compliance Letter – Case File #

As part of Smoky Lakes County's 2016 weed inspection program, **weed** has been identified on **legal land location** and some form of control must be taken. Attempts to contact you have been made requesting your cooperation in this matter. These letters provided you with a reminder that control work needed to be completed with a specific date set for action to be completed by. The County weed inspector has been out to re-inspect your property and to date, no control action has been taken. The weeds present on your property are designated as Noxious under the Alberta Weed Control Act, meaning some sort of control is necessary to prevent the spread of these weeds. Failure by the landowner to control these weeds may necessitate the ASB Department for Smoky Lake County to issue a **Weed Notice** and follow through with enforcement at the landowner's expense.

Section 18 of the Weed Control Act states:

An inspector, or any person authorized by an inspector, may take any action that the inspector determines is necessary to fulfil a requirement of a notice given under this Part that has not been complied with when (a) in respect of an inspector's notice or a local authority's notice, (i) the appeal period in the regulations has expired or the appeal has been determined, and (ii) the request for review period in the regulations has expired or the request has been considered, or (b) in respect of a Minister's notice, a court order referred to in section 16 has been served on the person to whom the notice was directed.

Sections 28 of the Weed Control Act states:

A person who contravenes this Act is guilty of an offence and liable to a fine of not more than \$5000 or, in the case of failure to comply with a Minister's notice, a fine of not more than \$1000 for each day the offence continues.

Smoky Lake County is requesting your assistance and cooperation in control of these noxious weeds by completing any necessary control methods by **date**. Should you require further information on control options or about this letter, please contact the Smoky Lake Agricultural Services Department at (780) 656-3730.

Thank you,

Weed inspector name

Smoky Lake County Weed Inspector



Smoky Lake County Policy

Title: **Weed Inspection Policy**

Category: Agricultural Services (AG)

<u>Policy #</u>	<u>Version</u>
AG-xx	01

LEGISLATIVE REFERENCE: Weed Control Act of Alberta (S.A. 2008, Chapter W-5.1), the Weed Control Regulation (19/2010) and any successor thereto.

PURPOSE: To ensure that Prohibited Noxious Weeds are Eradicated, and Noxious Weeds are Controlled under the Weed Control Act and the Weed Control Regulation.

STATEMENT: Smoky Lake County recognizes that several introduced plant species have been designated as Noxious or Prohibited Noxious under the *Weed Control Act* of Alberta and/or applicable bylaws. Smoky Lake County further recognizes that it is beneficial to the County to implement measures to prevent the establishment of and/or to Control the spread of invasive plant species, on all public and private lands within the boundaries of the County, for the protection of agricultural productivity and the preservation of the natural environment.

DEFINITIONS: For the purposes of this Policy, the following definitions shall apply

“Compliance Letter” - a forceful reminder letter requesting compliance by a specific deadline, and warning of potential issuance of an Inspector's Notice and enforcement for if compliance fails. The Compliance Letter has evidentiary value in support of an Inspector's due diligence in the event enforcement becomes necessary.

“Control” - to inhibit the growth or spread of a plant.

“Eradicate” - destroy all parts of a plant and render reproductive parts of a plant non-viable.

“Information Package” - A package with evidentiary value in support of an Inspector's due diligence.

“Notice” - a legally binding document demanding compliance by a specified deadline and outlining acceptable weed Control options.

“Weed Control Act” - the Weed Control Act of Alberta (S.A. 2008 Chapter W-5.1) and the Weed Control Regulation (19/2010) and any successor thereto.

“Weed Inspectors” - Inspectors appointed by Smoky Lake County or by the Minister to carry out the Weed Control Act, the regulations, and the any relevant municipal bylaw.

OBJECTIVE:

- Weed Inspections will be done at random and by complaint basis.
- Weed Inspectors shall attempt to investigate within 5 working days of receipt of a weed report or complaint.



- Weed complaints may be submitted, verbally or in writing, to the Agricultural Services Department.
- If an inspection is done on due to a complaint, the inspector shall inspect the adjacent parcels as well.
- Inspectors appointed under the Weed Control Act shall encourage voluntary compliance with the requirements of the Act.
- All Prohibited Noxious Weeds observed during inspections of private or public lands shall, through cooperation or enforcement, be Eradicated by the registered landowner or occupant.
- All Noxious Weeds observed during inspections of private or public lands shall, through cooperation or enforcement, be controlled by the registered landowner or occupant.
- An appointed Inspector shall issue and enforce such Notices as required by the Weed Control Act and/or Procedures.
- Weed Inspectors shall attempt to contact landowners at the residence of occupied properties. Information Packages and/or Compliance Letters shall be delivered to registered landowners where the Weed Inspector has identified a weed problem.
- The attached "Schedule A" contains a list of weed species declared as Noxious or Prohibited Noxious under the Weed Control Regulation and shall be considered part of this Policy.
- Completed Appeals Notice "Schedule B", accompanied by the fee, received within the 10 days period or prior to the notice deadline, whichever is less, will be heard by the Smoky Lake County's Weed and Pest Appeal Panel.
- The Weed and Pest appeal panel shall hear and determine the appeal within 5 days of receipt of the notice of appeal by the chief administrative officer.
- Once the appeal period has expired as stated in the Weed Control Act and/or the Bylaw, the Agricultural Service Department is authorized to destroy or take any action on up to 160 acres of land, as determined as necessary to fulfil the requirements stated on the Notice that has not been complied with.

	<u>Date</u>	<u>Council Resolution #</u>	<u>Version</u>
Adopted	Month, day, year	Motion #	01
Amended			

Schedule “A”

1 The following plants are designated as prohibited noxious weeds in Alberta:

amaranth, Palmer — *Amaranthus palmeri* S. Watson
 autumn olive — *Elaeagnus umbellata* Thunb.
 balsam, Himalayan — *Impatiens glandulifera* Royle
 barberry, common — *Berberis vulgaris* L.
 bartsia, red — *Odontites vulgaris* Moench
 buckthorn, common — *Rhamnus cathartica* L.
 cinquefoil, sulphur — *Potentilla recta* L.
 crupina, common — *Crupina vulgaris* Pers. ex Cass.
 dyer’s woad — *Isatis tinctoria* L.
 Eurasian water milfoil — *Myriophyllum spicatum* L.
 flowering rush — *Butomus umbellatus* L.
 garlic mustard — *Alliaria petiolata* (M. Bieb.) Cavara & Grande
 goatgrass, jointed — *Aegilops cylindrica* Host
 hawkweed, common — *Hieracium lachenalii* Suter*
 hawkweed, European — *Hieracium sabaudum* L.*
 hawkweed, polar — *Hieracium atratum* Fr.*
 hawkweed, smooth — *Hieracium laevigatum* Willd.*
 hawkweed, spotted — *Hieracium maculatum* Schrank*
 hawkweed, wall — *Hieracium murorum* L.*
 hoary alyssum — *Berteroa incana* (L.) DC.
 hogweed, giant — *Heracleum mantegazzianum* Sommier & Levier
 iris, pale yellow — *Iris pseudacorus* L.
 jimsonweed — *Datura stramonium* L.
 knapweed, Russian — *Rhaponticum repens* (L.) Hidalgo
 knotweed, giant — *Reynoutria sachalinensis* (F. Schmidt) Nakai
 knotweed, hybrid Japanese — *Reynoutria × bohemica* Chrték & Chrtková
 knotweed, Japanese — *Reynoutria japonica* Houtt.
 loosestrife, purple — *Lythrum salicaria* L.
 medusahead — *Taeniatherum caput-medusae* (L.) Nevski
 nutsedge, yellow — *Cyperus esculentus* L.
 phragmites, invasive — *Phragmites australis* (Cav.) Trinius ex Steud. ssp. *australis*
 puncturevine — *Tribulus terrestris* L.
 Queen Anne’s lace — *Daucus carota* (L.) ssp. *carota*
 ragwort, tansy — *Jacobaea vulgaris* Gaertn.
 rue, African — *Peganum harmala* L.
 rush skeletonweed — *Chondrilla juncea* L.
 saltcedar — *Tamarix ramosissima* Ledeb.
 saltlover — *Halogeton glomeratus* (M. Bieb.) C.A. Mey.
 St John’s-wort, common — *Hypericum perforatum* L.
 starthistle, yellow — *Centaurea solstitialis* L.
 swainsonpea, alkali — *Sphaerophysa salsula* (Pall.) DC.
 swallowwort, black — *Vincetoxicum nigrum* (L.) Moench
 swallowwort, pale/European — *Vincetoxicum rossicum* (Kleopow) Barbar.
 tamarisk, Chinese — *Tamarix chinensis* Lour.
 tamarisk, smallflower — *Tamarix parviflora* DC.
 thesium, field — *Thesium ramosum* Hayne.
 thistle, marsh — *Cirsium palustre* (L.) Scop.
 thistle, nodding — *Carduus nutans* L.
 thistle, plumeless — *Carduus acanthoides* L.



ventenata — *Ventenata dubia* (Leers) Coss. & Durieu
waterhemp, tall — *Amaranthus tuberculatus* (Moq.) J.D. Sauer.
*and all hybrids thereof

2 The following plants are designated as noxious weeds in Alberta:

baby's-breath, common — *Gypsophila paniculata* L.
bindweed, field — *Convolvulus arvensis* L.
blueweed — *Echium vulgare* L.
brome, downy — *Bromus tectorum* L.
brome, Japanese — *Bromus japonicus* Houtt.
burdock, great — *Arctium lappa* L.*
burdock, lesser — *Arctium minus* (Hill) Bernh.*
burdock, woolly — *Arctium tomentosum* Mill.*
buttercup, tall — *Ranunculus acris* L.
chamomile, scentless — *Tripleurospermum inodorum* (L.) Sch. Bip.
clematis, yellow — *Clematis tangutica* (Maxim.) Korsh.
cockle, white — *Silene latifolia* Poir.
daisy, oxeye — *Leucanthemum vulgare* Lam.
dame's rocket — *Hesperis matronalis* L.
hawkweed, kingdevil — *Pilosella floribunda* (Wimm. & Grab.) Fr.*
hawkweed, meadow — *Pilosella caespitosa* (Dumort.) P.D. Sell & C. West*
hawkweed, mouse-ear — *Pilosella officinarum* F.W. Schultz & Sch. Bip.*
hawkweed, orange — *Pilosella aurantiaca* (L.) F.W. Schultz & Sch. Bip.*
hawkweed, queendevil — *Pilosella praealta* (Vill. ex Gochnat) F.W. Schultz & Sch. Bip.*
hawkweed, tall — *Pilosella piloselloides* (Vill.) Soják*
hawkweed, whiplash — *Pilosella flagellaris* (Willd.) Arv.-Touv.*
hawkweed, yellowdevil — *Pilosella glomerata* (Froel.) Fr.*
henbane, black — *Hyoscyamus niger* L.
hoary cress, globe-podded — *Lepidium appelianum* Al-Shehbaz
hoary cress, heart-podded — *Lepidium draba* L.
hoary cress, lens-podded — *Lepidium chalepense* L.
hound's-tongue — *Cynoglossum officinale* L.
knapweed, bighead — *Centaurea macrocephala* Muss. Puschk. ex Willd.*
knapweed, black — *Centaurea nigra* L.*
knapweed, brown — *Centaurea jacea* L.*
knapweed, diffuse — *Centaurea diffusa* Lam.*
knapweed, hybrid — *Centaurea × psammogena* Gáyer*
knapweed, meadow — *Centaurea × gerstlaueri* Erdner*
knapweed, spotted — *Centaurea stoebe* L. ssp. *australis* (Pančić ex A. Kern.) Greuter*
knapweed, squarrose — *Centaurea virgata* Lam. ssp. *squarrosa* (Willd.) Gugler*
knapweed, Tyrol — *Centaurea nigrescens* Willd.*
mullein, common — *Verbascum thapsus* L.
pepper-grass, broad-leaved — *Lepidium latifolium* L.
scabious, field — *Knautia arvensis* (L.) Coult.
spurge, leafy — *Euphorbia virgata* Waldst. & Kit.
tansy, common — *Tanacetum vulgare* L.
thistle, Canada — *Cirsium arvense* (L.) Scop.
toadflax, Dalmatian — *Linaria dalmatica* (L.) Mill.
toadflax, yellow — *Linaria vulgaris* Mill.
*and all hybrids thereof



Policy: 14-02

Schedule "B" APPEAL NOTICE

APPEAL NOTICE

Appeals to this Weed Notice must be hand delivered or sent double registered or certified mail within the time specified on the notice to take corrective actions or 10 days, whichever is less.

TO: CHIEF ADMINISTRATIVE OFFICER
Smoky Lake County
Box 310, 4612 McDougall Drive Smoky Lake,
Alberta T0A 3C0

DATED: _____

I am appealing the Direction (_____), on
Date on Directive

Legal Land Description

You may give reasons for your appeal:

(Use a separate sheet if necessary)

Signature

Name Printed

Street Address

Phone Numbers:

Home: _____

Town

Cellular: _____

Province Postal Code

Work: _____

NOTE: As per provincial legislation and regulations:

- Appeals file within the 10 day period **or prior to the notice deadline, whichever is less**, are eligible to be heard by the county's weed appeal



panel.

- The application requires a \$500 appeal fee.



Request for Decision (RFD)

Meeting Date: Thursday, May 28, 2026

Agenda Item: #

Topic: Vegetation Management Plan Policy

Presented By: Sebastien Dutrisac, Manager of Agricultural Services

Recommendation:

That Smoky Lake County Council adopts the amended Policy 62-15-04 Vegetation Management Policy

Background:

The County's Vegetation Management Plan Policy (Policy No. 62-15-04, last amended October 22, 2018) established the local framework for managing regulated vegetation, weeds and brush. Over the years, changes in technology and practices have evolved, been adopted, and shown significant benefits. However, the practices and products are not aligned with the current policy.

Benefits:

This change updates the vegetation management plan policy to ensure full alignment with the current municipal program and practices. Updating the policy will continue to:

- Support effective management of invasive plants that threaten local agriculture, biodiversity, infrastructure, recreational areas, and community values.
- Clarify the program limitations and available program to property owners/occupants.
- Shorten the policy by removing legislative procedural content followed by the municipality.
- Improve stakeholder perception on vegetation management and collaborative efforts.

This proposed amendment ensures the municipal Vegetation Management Plan Policy remains relevant, compliant, and resident-centred.

Disadvantages: N/A

Alternatives:

1. That Council accepts the RFD as information.

Financial Implications:

1. Risk Reduction and Liability Savings,
2. Reduced Staff Time
3. Administrative Efficiency

Legislation:

1. Policy Statement No. 62-15-04: Vegetation Management Plan
2. Alberta Agricultural Service Board Act



Request for Decision (RFD)

Intergovernmental:

Ministry of Agriculture & Irrigation

Strategic Alignment:

1. Regional Collaboration & Modernization
2. Service Delivery & Community Wellbeing

Enclosure(s):

1. **Policy Statement No. 62-15-04**
2. **Enclosure 2 Draft Policy Vegetation Management**

Signature of the CAO: _____

A handwritten signature in blue ink, appearing to read "C. Howard", is written over a horizontal line.



Smoky Lake County Policy

Title:	Vegetation Management Policy	<u>Policy #</u>	<u>Version</u>
Category:	Agricultural Services (AG)	AG-xx	01

LEGISLATIVE REFERENCE: Municipal Government Act, Chapter M26.1, Section 18(1) and Section 545.

PURPOSE: To define a level of service level for vegetation management in Smoky Lake County.

STATEMENT: This policy applies to vegetation management in roadside ditches, municipal properties, approved private properties, and approved community areas. Smoky Lake County further recognizes that it is beneficial to the County to implement measures to Control the spread of invasive plant species and other vegetation on all public and private lands within the boundaries of the County for infrastructure integrity, public safety, agricultural productivity and the preservation of the natural environment.

DEFINITION: For the purposes of this Policy, the following definitions shall apply:

- “Community areas” – Areas owned and operated by a community organization
- “Fenceline Request” – A program where a landowner(s) may apply, and if approved, vegetation management could occur to areas juxtapose to the roadside ditch smaller than 0.5 acres.
- “Good Agronomic Practices” – Strategies that include, but not limited to, chemical, mechanical, cultural, biological control methods.
- “Municipal properties” – Larger areas of municipal owned land that houses infrastructure such as, but not limited, to water reservoirs, lagoons, water fill stations.
- “Manageable Municipal Rights-of-Way” - Any right-of-way that includes a developed municipal road, drainage ditches and/or a municipal reserve.
- “Occupant Release Form” A signed form where a landowner gives to the County and their staff the ability to share the information collected on their land to a person of interest such as a renter or leasee
- “Roadside ditches” – The ditch located on both sides of a municipally owned developed gravel or paved road allowance
- “Small Area Request” – A program where a landowner(s) may apply, and if approved, allows county vegetation management work to be done to an area no larger than 1 acre.

OBJECTIVE:

- The vegetation management program will attempt to manage brush and vegetation, including legislated weeds, as a blanket application on a third (1/3) of roadside ditches on a rotational basis using good agronomic practices.
- The vegetation management program will attempt to manage brush and vegetation, including legislated weeds, as a spot treatment on the other two- third (2/3) of roadside ditches on a rotational basis and municipal properties by using good agronomic practices. The Agricultural Department will perform the spot vegetation management program by priority until a shortage of staff and/or budget has occurred.
- Growing, harvesting and cultivation of annual crops shall not occur within the manageable municipal rights-of-way.



- Any annual crops found within the manageable municipal rights-of-way will be removed as part of the County’s regular right-of-way maintenance programs, in a manner deemed acceptable by the Manager of Agricultural Services or the Director of Public Works.
- Any losses or expenses incurred because of removing the annual crop will be borne by the infringing landowner.
- Any subsequent losses due to the method of removal will be the responsibility of the infringing landowner.
- Any cost from damage to the vegetation or restoration of vegetation in the manageable municipal right-of-way may be borne by the infringing landowner.

GUIDELINES

- Landowners may apply to participate in a Small Area Request Program. When approved, this program would allow Agricultural Services staff to provide vegetation management of legislated weeds on the landowner’s property or a community area. Landowners interested in participating in the Small Area Request Program must sign Schedule “A”: Small Area Request” Application Form. The Agricultural Department will implement the program by priority only once time and resources are available.
- Landowners may apply to participate in a “Fenceline Vegetation Management Program”. If approved, this program would allow Agricultural Services staff to apply herbicide on the landowner’s property and the County Right-of Way thereby controlling invasive species on fenceline and field margins. Landowners interested in participating in the “Fenceline Program” must sign Schedule “B”: Fenceline Vegetation Management Program – Application Form. The Agricultural Department will implement the program by priority only once time and resources are available.
- Agricultural use of an undeveloped Municipal right is only allowed once the proper forms are submitted and approved under Police AG-08 Agricultural Use of Municipal Right-of-Ways
- Landowners may request that certain persons of interest, such as renters, be included in correspondence from the County and/or could enter into an agreement with the County regarding weed, pest, and other vegetation management.

	<u>Date</u>	<u>Council Resolution #</u>	<u>Version</u>
Adopted	Month, day, year	Motion #	01
Amended			
Reviewed			

SMOKY LAKE COUNTY



Title: Vegetation Management Plan		Policy No.: 15-04
Section: 62	Code: P-I	Page No.: 1 of 6 E

Legislation Reference:	Alberta Provincial Statutes
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Purpose:	To carry out Vegetation Management Program under the provisions of the Weed Control Act, and the direction of the Agricultural Fieldman. All programs will be implemented in accordance with budget, manpower and weather.
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Policy Statement and Guidelines:	
1.	<p><u>Operational Guidelines:</u></p> <p>1.1 The Agricultural Fieldman must be a certified pesticide applicator and sprayer operators must be authorized assistants as a minimum.</p> <p>1.2 Sprayer operators must follow all legislative requirements and all relevant acts and laws.</p> <p>1.3 All areas of the Vegetation Management policy fall under the discretion of the Agricultural Fieldman.</p> <p>1.4 Applicators must keep accurate spray records as follows:</p> <p style="margin-left: 20px;">1.4.1 Name of unwanted vegetation for which herbicide was applied.</p> <p style="margin-left: 20px;">1.4.2 Date of application and dimensions of application area.</p> <p style="margin-left: 20px;">1.4.3 Exact location.</p> <p style="margin-left: 20px;">1.4.4 Trade name of herbicide and PCP registration number.</p> <p style="margin-left: 20px;">1.4.5 Application rate and amount of herbicide used.</p> <p style="margin-left: 20px;">1.4.6 Temperature, wind speed, and wind direction at the time of application.</p> <p style="margin-left: 20px;">1.4.7 Method of application.</p> <p style="margin-left: 20px;">1.4.8 Applicators name.</p> <p style="margin-left: 20px;">1.4.9 Records must be kept for a minimum three (3) years.</p> <p>1.5 Weather conditions: Applicator will cease spray operations if wind speed is greater than 16 km/hr. Wind measurements will be taken during spray operations and recorded. In temperatures below 5 degrees Celsius and above 25 degrees Celsius, and in weather conditions which are conducive to temperature inversions spraying operations will cease.</p>

Title: Vegetation Management Plan		Policy No.: 15-04
Section: 62	Code: P-I	Page No.: 2 of 6 E

Policy Statement and Guidelines:

2. Blanket Spray:

- 2.1 Divide County into Two Zones as follows:
 - 2.1.1 **Zone 1:**
West County Line of Range Road 200 to Range Road 160.
 - 2.1.2 **Zone 2:**
Range Road 160 to East County Line Range Road 120.
- 2.2 Spraying the entire County in a two -year rotation.
- 2.3 Spray one half of the County per year using a residual herbicide; Chemical choice will be at the discretion of the Agricultural Fieldman as environmental, climatic, technical and legal factors may change.
- 2.4 Conduct blanket spraying, targeting the whole ROW where possible. Where crops, pasture or brush are encroaching spray as close to edge as possible to gain best control. If brush is small enough to be controlled then it should be sprayed as well.
- 2.5 Blanket spray should be started **June 1st** as long as growing conditions permit.

3. Weed Inspections and Spot Spray:

- 3.1 Spot Spraying will coincide with weed inspections. Weed inspectors will start roadside weed inspections as soon as possible; e.g., when weed identification becomes possible, as well as weed inspections on private land. Problem areas will be dealt with on a case by case basis.
- 3.2 Historical data (weed maps/GIS data) will be used to conduct weed inspections and spot spraying in problem areas.
- 3.3 Conduct blanket weed inspections as time and manpower permits.
- 3.4 Conduct weed inspections in response to complaints as they may arise.
- 3.5 An effort will be made to rectify weed problems on private land emphasizing cooperation between the Agricultural Service Board and the landowner as per *Policy Statement No. 62-14: Weed Inspection and Notice*. If the landowner is not willing to participate then, at the discretion of the Agricultural Fieldman, weed notices shall be issued and proper steps will be taken to rectify situation.
- 3.6 Spot Spraying may take place on private land at the discretion of the Agricultural Fieldman if it is in the best interests of the County's Vegetation Management Plan. There may or may not be a charge to the landowner and this will be determined on a case by case basis. Landowners will be required to sign a chemical release form as per **Schedule "A": Chemical Release Form**.

Title: Vegetation Management Plan		Policy No.: 15-04
Section: 62	Code: P-I	Page No.: 3 of 6 E

Policy Statement and Guidelines:

3.7 Landowners may apply to participate in a “Reverse Fenceline Program” at the direction or request of the Agricultural Fieldman or at the request of the landowner if time permits. This program will allow Agricultural Services staff to apply herbicide from the landowner’s property into the County Right-of Way thereby controlling invasive species on fenceline and field margins. Landowners interested in participating in the “Reverse Fenceline Program” must sign ***Schedule “B”: Reverse Fenceline Spray Program – Application Form.***

4. Brush Spraying:

4.1 Brush spraying will commence once brush has “greened up” in late spring and continue until leaf color changes in fall.

4.2 Brush spraying will be coordinated with Public Works Department, following brushing easements to administer brush control program.

4.3 Re-growth is to be sprayed where hydro axing brushing was carried out the year prior as re-growth permits. Trees greater than five feet of height will need to be removed by mechanical means.

4.4 A “brush” control chemical will be used at the discretion of the Agricultural Fieldman.

5. Public Works/ Road Construction:

5.1 The Agricultural Services Department and the Public Works Department will coordinate to control vegetation where road construction is to take place and where road construction took place the year prior.

5.2 The Public Works Department will submit to the Agricultural Service Board a schedule for the current years’ construction projects to allow glyphosate application for non-selective vegetation control.

5.3 Glyphosate must be applied a minimum of 14 days prior to construction up to a maximum of 30 days.

5.4 At the request of the Public Works Department the Agricultural Service Board may conduct other spray operations at the discretion of the Agricultural Fieldman.

6. Hamlets, Resorts, Subdivisions, Other:

6.1 Hamlets and resorts will be sprayed at the discretion of the Agricultural Fieldman.

6.2 All proper legislation must be followed when applying pesticides in populated areas.

Title: Vegetation Management Plan		Policy No.: 15-04
Section: 62	Code: P-I	Page No.: 4 of 6 E

Policy Statement and Guidelines:	
6.3	Proper signage must be displayed where applicable.
6.4	Other spraying operations can take place at the discretion of the Agricultural Fieldman; e.g. Spraying around shop, spraying around office, spraying around gas dept. meter station etc.).
6.5	The Agricultural Service Board may take applications from the public, as required, to conduct spraying for noxious weeds on private land as manpower and budget permit. Landowners interested in herbicides applied on private land must sign Schedule "A": Chemical Release Form.

	Date	Resolution Number
Approved	January 14, 2010	Motion # 234-10 - Page # 9204
Amended	May 23, 2013	Motion # 664-13 - Page #10618
Amended	October 12, 2017	Motion # 1124-17 - Page #12819
Amended	October 22, 2018	Motion # 1032-18 - Page #13314

SCHEDULE "A"



CHEMICAL RELEASE FORM

DETAILS	Property Owner: Name: _____
	Address: _____
	Telephone Number: _____ Fax Number: _____ Cell Number: _____

LEGAL DETAILS	Legal Description (hereinafter referred to as the "Lands":
	Location: LEGAL, LAND LOCATION:
	1/4 _____ SECTION: _____ TOWNSHIP: _____ RANGE: _____ W4M
	1/4 _____ SECTION: _____ TOWNSHIP: _____ RANGE: _____ W4M
	1/4 _____ SECTION: _____ TOWNSHIP: _____ RANGE: _____ W4M

PERMISSION	<p>I (We), do hereby grant permission to SMOKY LAKE COUNTY and its employees or agents, to enter upon the "Land(s)" and use such equipment and material as considered necessary for the application of <u>Herbicides</u>.</p> <p>List and rate of Herbicides to be used:</p> <hr/>
	<p>I (We) hereby agree to, in consideration of the benefit derived by me (us) from the work description above shall indemnify and save harmless the SMOKY LAKE COUNTY, its Councillors, officers, employees, and agents from any claim, damages, liability, cost, fee, penalty, action, cause of action, demand, damage to property, injury to person or death (including, without limitation to, legal fees of SMOKY LAKE COUNTY on a solicitor-client full indemnity basis), that may arise directly or indirectly out of the performances of the above described work(s).</p>

I, THE UNDERSIGNED, HAVE READ THIS APPLICATION AND AM AWARE OF ITS CONTENTS AND AGREE TO THE CONDCTIONS.

SIGNATURE OF OWNER: _____	DATE: _____
SIGNATURE OF SMOKY LAKE COUNTY: _____	DATE: _____



REVERSE FENCELINE SPRAY PROGRAM APPLICATION FORM

SCHEDULE "B"

Date: _____

I, _____ Owner
APPLICANT NAME Lessee

ADDRESS: _____ _____	TELEPHONE NUMBER: _____ FAX NUMBER: _____
-------------------------	--

DO HEREBY apply for the Reverse Fence Line Spray Program and give SMOKY LAKE COUNTY and its employees or agents access to parcels below to spray Herbicides as per **Schedule "A": Chemical Release Form**, along the County road allowance on farmland that I own, rent, or control.

Legal Description

Location: LEGAL, LAND LOCATION:

$\frac{1}{4}$ _____ SECTION: _____ TOWNSHIP: _____ RANGE: _____ W4M
 $\frac{1}{4}$ _____ SECTION: _____ TOWNSHIP: _____ RANGE: _____ W4M
 $\frac{1}{4}$ _____ SECTION: _____ TOWNSHIP: _____ RANGE: _____ W4M

I (We) hereby agree to, in consideration of the benefit derived by me (us) from the work description above shall indemnify and save harmless the Smoky Lake County, its Councillors, officers, employees and agents from any claim, damages, liability, cost, fee, penalty, action, cause of action, demand, damage to property, injury to person or death (including, without limitation to, legal fees of Smoky Lake County on a solicitor-client full indemnity basis), that may arise directly or indirectly out of the performance of the above described work(s).

SIGNATURES

SIGNATURE OF OWNER: _____	DATE: _____
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SIGNATURE OF LESSEE: _____	DATE: _____
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Request for Decision (RFD)

Meeting Date: Thursday, May 28, 2026

Agenda Item: 8.12

Topic: Roadside Mowing Policy

Presented By: Sebastien Dutrisac, Manager of Agricultural Services

Recommendation:

That Smoky Lake County Council adopts Policy 62-28-01 as presented.

Background:

The County's Mowing Program Policy (Policy No. 62-28-08, last amended June 25, 2025) established mowing of developed road allowances annually to control vegetation including legislated species and brush. Over the years, changes in technology and practices have evolved, been adopted, and shown significant benefits. However, the practices and products are not aligned with the current policy.

Benefits:

This change updates the mowing policy to ensure full alignment with the current municipal program and practices. Updating the policy will:

- Improve clarity about the policy affecting roadside mowing equipment and their use
- Clarify the program limitations and available program to property owners/occupants.
- Shorten the policy by removing procedural content followed by the municipality.
- Improve stakeholder perception on vegetation management and collaborative efforts.

This proposed amendment ensures the municipal Roadside Mowing Policy remains clear, compliant, and resident-centred.

Disadvantages: N/A

Alternatives:

1. That Council accepts the RFD as information.

Financial Implications:

1. Reduced resource utilization
2. Increase weed control efficacy

Legislation:

Alberta Agricultural Service Board Act

Intergovernmental: N/A

Strategic Alignment:

1. Regional Collaboration & Modernization
2. Service Delivery & Community Wellbeing



Request for Decision (RFD)

Enclosure(s):

1. Policy Statement No. 62-28-08
2. Enclosure 2 Draft Policy Roadside Mowing

Signature of the CAO: _____

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Smoky Lake County Policy

Title:	Roadside Mowing Policy	<u>Policy #</u>	<u>Version</u>
Category:	Agricultural Services (AG)	AG-28	01

LEGISLATIVE REFERENCE: Municipal Government Act, Chapter M26.1, Section 18(1) and Section 545.

PURPOSE: To define a level of service for mowing in Smoky Lake County.

STATEMENT: This policy applies to mowing roadside ditches, municipal properties, and approved community areas. Smoky Lake County further recognizes that it is beneficial to the County to implement measures to Control the spread of invasive plant species, on all public lands within the boundaries of the County for infrastructure integrity, public safety, agricultural productivity and the preservation of the natural environment.

DEFINITIONS: For the purposes of this Policy, the following definitions shall apply:

“Approved community areas” – Areas listed under Schedule A

“Arterial roads” – Road designated under Schedule A

“Municipal properties” – Larger areas of municipal owned land that houses infrastructure such as, but not limited, to water reservoirs, lagoons, water fill stations.

“Roadside ditches” – The ditch located on both sides of a municipally owned developed gravel or paved road allowance

OBJECTIVE:

- The roadside mowing program will attempt the first round of County roadside ditches mowing will be done once (1) a year at one width in an attempt to comply with the Migratory Bird Act.
- The roadside mowing program will ensure that the second round for County roadside ditches mowing will attempt to encompass the full width of the road right-of-way.
- Arterial roads will receive an additional mow one week or less, prior to the long weekend of July and August.

	<u>Date</u>	<u>Council Resolution #</u>	<u>Version</u>
Adopted	Month, day, year	Motion #	01
Amended			
Reviewed			



Schedule "A"

- 1 Approved Community Areas
 - a. Metis Crossing
 - b. Smoky Lake Rodeo Grounds
 - c. Smoky Lake Air Strip
 - d. Hamlin Ball Diamonds
 - e. Waskatenau Ball Diamonds
 - f. Bellis Ball Diamonds
 - g. Bonnie Lake Enviro Reserve 7921626
 - h. Victoria Trail
 - i. Iron Horse Trail
 - j. Warspite Ball Diamond

- 2 Arterial Roads
 - a. Range Road 173, 175 and Township Road 612 to Hanmore Lake Campgrounds
 - b. Range Road 170 and Township Road 612 to Mons Lake Campground and Resort
 - c. Range Road 152 to Bellis Campground
 - d. Range Road 152 all the way to Kaduk Lake Campground
 - e. Range Road 123 and 124 and Township Road 602 to Gardner Lake Campground
 - f. Township Road 620 and Range Road 133 to Whitefish Lake Campground and surrounding resorts
 - g. Range Road 133 To Bonnie Lake Resort
 - h. Township Road 610 from Range Road 181 East to HWY 855
 - i. Victoria Trail



Request for Decision (RFD)

Meeting Date: May 28, 2026

Agenda Item: # 8.13

Topic: Appointment of Kyle Schole to serve as the Clerk of the Intermunicipal Subdivision and Development Appeal Board (ISDAB).

Presented By: Jordan Ruegg, Director of County Services

Recommendation:

That Smoky Lake County Council appoint Kyle Schole to serve as the Clerk of the Intermunicipal Subdivision and Development Appeal Board (ISDAB), pursuant to Section 627.1 of the *Municipal Government Act*.

Background:

Section 627 of the *Municipal Government Act* (the Act) requires a municipality to establish a Subdivision and Development Appeal Board. Smoky Lake County has partnered with the Town of Smoky Lake, the Village of Vilna and the Village of Waskatenau to enter into an agreement to establish an Intermunicipal Subdivision and Development Appeal Board (ISDAB) as per Smoky Lake County Bylaw No. 1447-23 (**Enclosure #1**). Pursuant to Section 627.1 of the Act, Council must appoint one or more Clerks of the ISDAB. Clerks must have successfully completed a training program in accordance with the regulations made under Section 627.3(a) of the Act, and must not act as the subdivision authority or development authority for any of the municipalities that are party to the ISDAB.

On May 11-12, 2026, Mr. Schole completed the mandatory training through the Land and Property Rights Tribunal (**Enclosure #2**). Furthermore, Mr. Schole does not serve as the subdivision authority nor as the development authority for any of the municipalities that are part of the ISDAB.

Benefits:

Fulfill statutory requirements to appoint a Clerk to the ISDAB.

Disadvantages: N/A

Alternatives

1. Instruct administration to investigate alternative individuals to appoint as the ISDAB Clerk.

Financial Implications: N/A

Legislation:

Municipal Government Act, R.S.A. 2000, c. M-26 – Section 627 & Section 627.1

Intergovernmental:

Intermunicipal Subdivision and Development Appeal Board (ISDAB) Bylaw No. 1447-23

Strategic Alignment:

Priority #1 – Regional Collaboration & Modernization



Request for Decision (RFD)

Enclosure(s):

1. Enclosure #1: Intermunicipal Subdivision and Development Appeal Board (ISDAB) Bylaw No. 1447-23
2. Enclosure #2: Certificate of Qualification for Kyle Schole – SDAB Training – Clerk Refresher

Signature of the CAO: _____

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

BYLAW NO. 1447-23

INTERMUNICIPAL SUBDIVISION AND DEVELOPMENT APPEAL BOARD BYLAW

BEING A BYLAW OF SMOKY LAKE COUNTY IN THE PROVINCE OF ALBERTA, TO ESTABLISH AN INTERMUNICIPAL SUBDIVISION AND DEVELOPMENT APPEAL BOARD FOR SMOKY LAKE COUNTY, THE TOWN OF SMOKY LAKE, THE VILLAGE OF WASKATENAU, AND THE VILLAGE OF VILNA

WHEREAS, section 627 of the *Municipal Government Act* authorizes a municipality to enter into an agreement with one or more municipalities to establish an intermunicipal subdivision and development appeal board;

AND WHEREAS the Council of Smoky Lake County deems it necessary to establish an intermunicipal subdivision and development appeal board to hear subdivision and development appeals within the municipal boundaries of Smoky Lake County, the Town of Smoky Lake, the Village of Waskatenau, and the Village of Vilna;

NOW THEREFORE the Council of Smoky Lake County duly assembled enacts as follows:

TITLE:

- 1. This Bylaw may be cited as the “**Intermunicipal Subdivision and Development Appeal Board Bylaw**”.

ESTABLISHMENT:

- 2. Smoky Lake County is authorized to enter into an agreement with the Village of Vilna, Village of Waskatenau, and Town of Smoky Lake, to establish an Intermunicipal Subdivision and Development Appeal Board (the “Board”) and provide for the:
 - (a) hearing of subdivision and development appeals within the boundaries of the municipalities;
 - (b) function and duties of the Board; and
 - (c) procedure and conduct of the Board and its members.

ELECTRONIC HEARINGS:

- 3. For the purposes of the Board, “Electronic Means” means participation using a virtual platform such as Zoom or other virtual platform approved by the Board, whereby the individual attending virtually can hear, can be clearly heard, and can be clearly seen when speaking.
- 4. The Board may hold hearings in-person, by Electronic Means or using a hybrid of in-person and Electronic Means, as determined by the Board.
- 5. If the Board is holding a hearing using Electronic Means or using a hybrid, the notice of hearing shall include information on how individuals who wish to participate by Electronic Means can access the hearing and make submissions.
- 6. If the Board is holding a hearing using Electronic Means or using a hybrid, the notice of hearing shall include information on where information publicly available for the hearing will be available.

GENERAL:

- 7. This Bylaw repeals and replaces Bylaw No. 1347-19.
- 8. This Bylaw comes into force when it has received third and final reading and has been duly signed.

READ a first time this 1st day of June, 2023.

READ a second time this 29th day of June, 2023.

Handwritten signatures in blue ink, including initials and the name 'R.W.'.

READ a third and final time this 29th day of June, 2023.



Reeve
Lorne Halisky

SEAL



Interim Chief Administrative Officer
Lydia Celin



R.W.

**INTERMUNICIPAL SUBDIVISION AND DEVELOPMENT APPEAL BOARD
AGREEMENT**

AN AGREEMENT DATED THIS 29th DAY OF June, 2023

BETWEEN:

SMOKY LAKE COUNTY

- and -

TOWN OF SMOKY LAKE

- and -

VILLAGE OF WASKATENAU

- and -

VILLAGE OF VILNA

(collectively, the "**Municipalities**")

WHEREAS, section 627 of the *Municipal Government Act* authorizes municipalities to enter into an agreement to establish an Intermunicipal Subdivision and Development Appeal Board;

AND WHEREAS, the Councils of the Municipalities have determined it is appropriate to establish an Intermunicipal Subdivision and Development Appeal Board for the purpose of hearing appeals from decisions made by the subdivision authority and development authority of each respective Municipality;

NOW THEREFORE in consideration of the promises, mutual terms, conditions and covenants to be observed and performed by each of the parties, the Municipalities agree as follows:

DEFINITIONS

1(1) In this Agreement:

- (a) "**Act**" means the *Municipal Government Act* and its regulations;
- (b) "**Board**" or "**Intermunicipal Subdivision and Development Appeal Board**" means the appeal board established by the Municipalities by this Agreement under section 627(1)(b) of the Act;
- (c) "**Clerk**" means the individual appointed to be the clerk of the Board;
- (d) "**Council**" means the individual Council of each Municipality;

R.W.¹
C.T.
[Handwritten initials and signatures]

- (e) **“Electronic Means”** means participation using a virtual platform such as Zoom or other virtual platform approved by the Board, whereby the individual attending virtually can hear, can be clearly heard, and can be clearly seen when speaking.
- (f) **“Member”** means a member of the Board; and
- (g) **“Municipality” or “Municipalities”** means any Municipality that is a party to this Agreement.

(2) All other terms used in this Agreement shall have the same meaning as in the Act.

ESTABLISHMENT

- 2(1) The Intermunicipal Subdivision and Development Appeal Board is hereby established.
- (2) The Board has all the powers, duties and responsibilities of a subdivision and development appeal board under the Act.
- (3) The Board Procedures and Rules of Conduct as set out in **Schedule “A”** and **Schedule “B”** are incorporated into and form part of this Agreement.

FUNCTION AND DUTIES

- 3(1) The Board shall hear all subdivision and development appeals of the Municipalities in accordance with this Agreement and Division 10 of Part 17 of the Act.
- (2) The Board cannot hear any matters that must be decided by the Land and Property Rights Tribunal.

MEMBERSHIP

- 4(1) The Board shall consist of no less than five Members and no more than ten Members, which shall be appointed by Smoky Lake County.
- (2) Members must be 18 years or older and a resident of the Province of Alberta. Each Municipality shall make reasonable efforts to attract candidates with qualifications, skills, and experience which will assist the Board in determining the appeals before it.
- (3) No person shall be appointed as a Member of the Board who is a Councillor of a Municipality, an employee of a Municipality, carries out subdivision or development powers, duties and functions on behalf of a Municipality, or is a member of a municipal planning commission of a Municipality.
- (4) A Member ceases to be a Member if:
 - (a) the Member ceases to be a resident of the Province of Alberta;

Handwritten notes and signatures in blue ink, including the number 2, the initials R.W., and several illegible signatures.

- (b) the Member becomes an employee of or a Councillor for any of the Municipalities; or
 - (c) the Member is removed from the Board by a resolution of Council.
- (5) Each Municipality has the right to rescind the appointment of a Member, at their sole discretion.
 - (6) If a Municipality's appointed Member has their membership rescinded, resigns for any reason, or ceases to be a Member, that Municipality may appoint a new Member by resolution of Council.
 - (7) Members shall adhere to the Board Procedures as set out in **Schedule "A"** and the Rules of Conduct as set out in **Schedule "B"**.
 - (8) Only Members who are qualified in accordance with the Act may participate in Board hearings. Members must participate in training programs approved by the Minister of Municipal Affairs in accordance with the Act.
 - (9) In the event there are insufficient Members for a hearing, the Clerk may recruit trained subdivision and development appeal board members from outside the boundaries of the Municipalities (an "**Alternate Member**"). An Alternate Member's appointment shall be:
 - (a) ratified by a resolution of the Council of Smoky Lake County;
 - (b) limited to a specific hearing; and
 - (c) terminated automatically at the conclusion of the specific hearing to which the Alternate Member was appointed.

TERM OF APPOINTMENT

- 5(1) The term of appointment for a Member shall be three years.
- (2) Regardless of the date of appointment, a Member's term of appointment shall expire on December 31st of the last year of the Member's term of appointment.
- (3) Members may be reappointed by resolution of Council for one or more additional terms.
- (4) A Member may resign from the Board by sending written notice to the Clerk and the Municipality that appointed the Member.

CLERK

- 6(1) The Chief Administrative Officer for Smoky Lake County shall appoint an employee of Smoky Lake County as the Clerk and the Chief Administrative Officer for one of

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the other Municipalities, as agreed upon by the Municipalities, shall appoint an employee of that Municipality to act as an alternate Clerk.

- (2) The Clerk shall participate in training programs approved by the Minister of Municipal Affairs in accordance with the Act.
- (3) The responsibilities of the Clerk are as follows:
 - (a) ensure all statutory requirements of the Board are met;
 - (b) inform all parties of the appeal hearing in accordance with the Act;
 - (c) inform all affected parties of the appeal hearing in accordance with the Act;
 - (d) compile all necessary documentation for distribution to the Members;
 - (e) attend all Board hearings;
 - (f) make and keep a record of the proceedings, which may be in the form of a summary of the evidence presented, and retain all exhibits, including all written submissions to the Board;
 - (g) communicate decisions of the Board in accordance with the Act; and
 - (h) such other matters as the Board may direct.
- (4) If the Board decides to conduct a hearing by Electronic Means or a hybrid of in-person and Electronic Means, the Clerk shall ensure the notice of hearing includes the following information:
 - (a) how individuals who wish to participate by Electronic Means can access the hearing and make submissions; and
 - (b) where information publicly available for the hearing will be available.

MEMBER REMUNERATION

- 7 Members shall be reimbursed \$180.00 per hearing day. A hearing day shall be no more than 7 hours.
- 8 Members may make a claim for mileage at \$0.58/km. Members must submit mileage claims to the Clerk within 5 days of the close of the hearing.

APPEAL FILING

- 8(1) Notices of appeal must be filed with the Clerk at the Smoky Lake County office.
- (2) A notice of appeal is not complete and will not be accepted without payment of the appeal fee.

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DP

ADMINISTRATION FOR HEARINGS

- 9(1) The fee for an appeal is \$250.00.
- (2) If a written withdrawal of the appeal is received by the Clerk prior to notifications of the appeal hearing being sent out, \$200.00 of the appeal fee will be refunded to the person who paid the appeal fee.
- (3) Board hearings will be held in the Municipality from where the appeal originates at a location as determined by the Municipality and advertised in accordance with the Act.
- (4) The Municipality from where the appeal originates will provide any additional administrative resources required for the Board hearings.

TRAINING COSTS

- 10(1) The costs of training the Clerk and Members, including reasonable travel, mileage, meals, and accommodations, shall be paid by shall be equally shared by the Municipalities.

HEARING COSTS

- 11(1) The Municipality from which an appeal originates shall pay all Board costs and expenses related to the appeal, including the following:
 - (a) Member remuneration;
 - (b) Member reimbursement for meals and mileage, if any;
 - (c) Clerk reimbursement for meals and mileage, if any;
 - (d) all administrative costs and expenses incurred in holding a hearing, including any facility rental costs; and
 - (e) any legal fees, including legal fees for legal counsel for the Board, if legal counsel is retained.
- (2) The Municipality from which the appeal originates shall be invoiced by the Municipality which employs the Clerk for the costs of the Clerk, including pre-hearing duties, attending the hearing, and post-hearing duties. Invoices must be paid within 30 days of the date of the invoice.
- (3) The Clerk may, in consultation with the Chief Administrative Officer of the Municipality from where the appeal originates, retain legal counsel on behalf of the Board for a particular appeal.
- (4) If a Board decision is appealed to the Court of Appeal, the Municipality from which an appeal originates shall be responsible for all costs associated with the appeal.

DISPUTE RESOLUTION

12(1) In the event of a dispute regarding this Agreement, the Chief Administrative Officers of the Municipalities shall meet to consider the matter. A majority decision of the Chief Administrative Officers shall be final and binding on the Municipalities.

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L.S.
P. Q.

GENERAL

- 13(1) Should any Municipality wish to withdraw from this Agreement, they may do so by serving written notice of their intent to withdraw on each Municipality providing no less than 60 days' notice.
- (2) If an appeal is filed during the 60-day notice of intent to withdraw, the 60 day clock stops on the date of the notice of appeal and restarts when a decision is issued on the appeal.
- (3) This Agreement may be signed in counterparts that, when taken together, constitutes a fully signed and legally binding Agreement.

IN WITNESS WHEREOF, the Municipalities have executed this Agreement as evidenced by the duly authorized signatures below:

SMOKY LAKE COUNTY

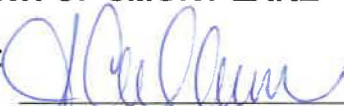
Per:



Mayor **REEVE**

TOWN OF SMOKY LAKE

Per:



Mayor

Per:



Chief Administrative Officer

Per:



Chief Administrative Officer

VILLAGE OF WASKATENAU

Per:



Mayor


VILLAGE OF VILNA

Per:



Mayor

Per:

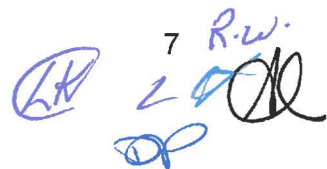


Chief Administrative Officer

Per:



Chief Administrative Officer

7 R.W.


SCHEDULE "A"

INTERMUNICIPAL SUBDIVISION AND DEVELOPMENT APPEAL BOARD PROCEDURES

DEFINITIONS

- 1 In addition to the terms defined in the Agreement and the Act, the following definitions apply to this Schedule:
 - (a) **"Administration"** means a member or members of administration from the Municipality;
 - (b) **"Appellant"** means a person who, pursuant to the Act, has filed a notice of appeal with the Board;
 - (c) **"Applicant"** means the person, who has applied for a permit or approval, and whose permit or approval is being appealed;
 - (d) **"Board"** means the Board established by the Municipalities by this Agreement and includes Panels;
 - (e) **"Chair"** means a Member appointed to chair a Panel;
 - (f) **"Closed Session"** means the part of the Board hearing that is closed to the public in accordance with section 197(2.1) of the Act; and
 - (g) **"Panel"** means the specific panel of Members assigned to hear a specific appeal.

APPLICATION

- 2 These procedures shall apply to all hearings of the Intermunicipal Subdivision and Development Appeal Board.

HEARING PANEL AND CHAIR

- 3(1) The Board shall hold hearings as necessary to consider and decide appeals in accordance with the Act.
- (2) Hearings will be heard by the Board in panels of three Members.
- (3) Panels shall have all the same powers, duties and responsibilities of the Board.
- (4) When a hearing is required in accordance with the Act, the Clerk shall canvass Members for availability. Reasonable efforts will be made to assign Members to the Panel who are not from the Municipality from where the appeal originates.
- (5) The Members of a Panel shall select a Chair.

- (6) The Chair shall be responsible for the conduct of the hearing and for ensuring the hearing is conducted in a fair and impartial manner, in accordance with the rules for such hearings as set out in the Act and the rules of natural justice.
- (7) Two or more Panels may conduct separate hearings simultaneously.

DECISIONS OF THE PANEL

- 4(1) A decision of the Panel is deemed to be a decision of the Board.
- (2) Only Members present for the entire hearing shall participate in the making of a decision on any matter before the Panel. The Clerk shall not participate in making a decision on any matter before the Panel.
- (3) If a hearing is recessed for any reason following the submission of evidence, the hearing may be recessed to the next or other date when all original Members of the Panel are available. Only Members present at the original hearing shall render a decision of the matter.
- (4) The Panel shall issue a written decision together with the reasons for the decision in accordance with the Act.
- (5) An order, decision, approval, notice or other thing made, given or issued by the Panel shall be signed by the Chair or, in the Chair's absence, another Member of the Panel who heard the matter as designated by the Chair in writing.

GENERAL APPEAL PROCEDURES

- 5(1) The Board shall consider and decide subdivision and development appeals and section 645 Stop Order appeals which have been properly filed with the Municipality in accordance with the Act.
- (2) The Board shall give notice of the hearing in accordance with the Act.
- (3) The Board shall make available for public inspection prior to the hearing all relevant documents and materials respecting the appeal.
- (4) The Board shall hear from parties in accordance with the Act.
- (5) Any information previously submitted to a Municipality's subdivision or development authority will not be considered by the Board unless resubmitted for the hearing. The author of the submission must be identified on the document.
- (6) The Board shall hear appeals in public, but it may at any time recess and deliberate in Closed Session.
- (7) If the Board requires further technical information, legal opinions, or other assistance, the Board may recess the hearing pending receipt of such information.

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D. S.

- (8) Electronic or similar recording devices shall not be used during the hearing by anyone in attendance except the Clerk.
- (9) Prior to advertising the hearing date, a preliminary request to adjourn the hearing may be made by the Appellant, the Applicant or Administration, in writing to the Clerk. This request may also address filing timelines.

ELECTRONIC HEARINGS

- 6(1) The Board may hold hearings in-person, by Electronic Means, or using a hybrid of in-person and Electronic Means.
- (2) If the Board is a hearing by Electronic Means or using a hybrid, individuals who wish to attend by Electronic Means must register with the Clerk in advance and provide their full name.
- (3) Individuals who wish to attend by Electronic Means are solely responsible for ensuring their connection is secure, reliable and clear.
- (4) Individuals who wish to attend by Electronic Means and who wish to make submissions must confirm their identity and be visible during their submissions.
- (5) If the Applicant, Appellant, Development Authority or Subdivision Authority or their representative is attending by Electronic Means and the connection is lost, the Chair will recess the hearing. If the connection cannot be resolved, the Chair will adjourn the hearing to another time or another date and time.
- (6) Unless the hearing is held by Electronic Means only, Members are expected to attend hearings in-person.
- (7) Members may only attend by Electronic Means in unusual or extraordinary circumstances with the prior consent of the Chair.
- (8) If a Member has permission to attend by Electronic Means, the Member must ensure their Electronic Means are secure, reliable and clear and they must maintain visual connection for the entire hearing.
- (9) If the connection with the Member attending by Electronic Means is lost, the Chair will recess the hearing to allow for reconnection. If the connection cannot be resolved, the Chair will adjourn the hearing to another time or another date and time.
- (10) Prior to Closed Session, the Members must confirm they are in a secure setting where the discussion cannot be overheard.

HEARING PROCEDURE

- 7(1) The Chair will call the hearing to order, ask the Clerk to introduce the matter and ask for a motion to open the hearing.
 - (a) The Clerk will confirm that the notice of appeal has been provided to all parties in accordance with the Act.
 - (b) The Chair will introduce the Members on the Panel and outline how the hearing will be conducted.
 - (c) The Chair will ask if anyone objects to any Member of the Panel hearing the appeal.
 - (d) Administration or their representative will outline the matter under appeal and make submissions.
 - (e) The Applicant or their representative, if different from the Appellant, will make their submissions, if any.
 - (f) The Appellant or their representative will make submissions, if any.
 - (g) The Chair will then call upon any persons in favour of the appeal and who are entitled to be heard by the Board in accordance with the Act to speak. The Board reserves the right to abbreviate repetitious oral submissions.
 - (h) The Chair will then call upon any persons opposed to the appeal and who are entitled to be heard by the Board in accordance with the Act to speak. The Board reserves the right to abbreviate repetitious oral submissions.
 - (i) The Chair will then call upon the Applicant to provide closing comments, if any.
 - (j) The Chair will then call upon Administration to provide closing comments, if any.
 - (k) The Chair will then call upon the Appellant to provide closing comments, if any.
 - (l) Members may ask presenters questions through the Chair at any time during the hearing.
 - (m) The Appellant, Applicant and Administration or their representatives may ask questions, through the Chair, of each other prior to closing comments.
 - (n) Once Members have asked all questions, the Chair will close the hearing.
 - (o) The Board may deliberate and make its decision in Closed Session.

- (p) The Board may, at any time, modify or adjust the foregoing procedure as required to comply with the Act and the rules of natural justice.

SUBMISSION OF APPEAL MATERIALS

- 8(1) All presentation submissions, including written submissions, must be provided to the Clerk at least 5 days before the hearing date. Notwithstanding the foregoing, the Board retains the discretion to accept late submissions.
- (2) The use of slides, maps, videos, photographs and power point presentations are allowed and these materials along with any written submissions will become the property of the Board as exhibits to the hearing and will not be returned.
- (3) The Chair, in consultation with the Clerk, may set alternate timelines for providing submissions, including staggered timelines for submissions by each party.
- (4) All materials submitted to the Board will be made public.

CONDUCT AT HEARINGS

- 9(1) Members of the public in attendance at a hearing shall:
- (a) address the Board through the Chair;
 - (b) maintain order and decorum; and
 - (c) not applaud or otherwise interrupt any speech or action of the Members or any other person addressing the Board.
- (2) The Chair may order members of the public who disturb or act improperly at a hearing by words or actions to be removed or disconnected. The Chair may request assistance from a Peace Officer to remove the individual.
- (3) Persons addressing the Board shall give their full name, location of residence or business, indicate whether they are speaking on their own behalf or on behalf of others, indicate whether they are for or against the appeal, and address the Chair when responding to questions or providing information.
- (4) A person who does not identify themselves will not be given the opportunity to address the Board.

MEMBER CONDUCT

- 10(1) A Member wishing to speak at a hearing shall obtain the approval of the Chair before speaking.
- (2) When a Member or member of the public is addressing the Chair, every other Member shall:
- (a) remain quiet and seated;

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- (b) not interrupt the speaker except on a point of order;
- (c) not carry on a private conversation; and
- (d) not cross between the speaker and the Chair.

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① AL < 4
D

SCHEDULE "B"

BOARD MEMBER RULES OF CONDUCT

PECUNIARY INTEREST AND BIAS

- 1(1) No Member shall participate in the hearing of any matter before the Board in which that Member has a pecuniary interest.
- (2) For the purposes of determining whether a Member has a pecuniary interest in the matter before the Board, all provisions of section 170 of the Act shall apply, substituting the term "Member" for the term "Councillor".
- (3) No Member shall participate in the hearing of any matter before the Board in which that Member has an actual or perceived bias for or against the Appellant, Applicant or any parties that appear before the Board.
- (4) Where a Member has a pecuniary interest in the matter before the Board, or an actual or perceived bias for or against the Appellant, Applicant or any parties that appear before the Board, that Member shall disclose that interest or bias to the Board and Clerk as soon as possible and remove himself/herself from participating as a Member in the hearing of the appeal.

GENERAL MATTERS

- 2(1) Members shall not discuss any matter under appeal with any party to that appeal or any other persons outside of the formal hearing process nor shall Members conduct any independent investigations of matters under appeal outside the formal hearing process.
- (2) Members shall keep matters discussed in Closed Session and legal advice provided to the Board confidential, except where required to disclose that information by law.
- (3) Members shall attend all Board hearings to which they are assigned and Members shall make every effort to diligently prepare in advance for hearings.
- (4) Members shall make every effort to actively participate in the hearing, deliberation and decision-making process on all appeals to which they have been assigned.
- (5) Members shall conduct themselves in a professional manner and treat all parties, including the Clerk and other Members, with dignity and respect.
- (6) Members shall perform their functions and duties in a conscientious and diligent manner.
- (7) Where a Municipality becomes aware of a breach of these rules by a Member, Council for the Municipality from where the Member is appointed may review the facts and make a determination as to whether the Member, in the sole opinion

of Council, has breached the rules and if so, Council may rescind the Member's appointment.

15 R. d
K.R. C.H.
D.P.



Request for Decision (RFD)

Meeting Date: May 28, 2026

Agenda Item: # 8.14

Topic: Closure of Road Plan 5022MC and Creation of a Separate Title for Disposal (Sale) – South ½ 3-58-15-W4M

Presented By: Jordan Ruegg, Director of County Services

Recommendation:

That Smoky Lake County Council closes all those portions of Road Plan 5022MC, and to create a separate title for the purposes of disposal (sale) as per the attached Resolution and sketch plan, describing said closure area.

Background:

On April 24, 2206, administration received an application to close, and subsequently dispose of, all those portions of Road Plan 5022MC, lying within the lands legally described as the south ½ of 3-58-15-W4M (**Enclosure #1**). The applicant wishes to acquire the lands in order to consolidate them with the adjacent land which they own for the purposes of grazing cattle.

Administration is recommending that Council pass a resolution (**Enclosure #2**) to close, and subsequently dispose of, all those portions of Road Plan 5022MC as the lands contained within Road Plan 5022MC are surplus and are not required for public travel and have no viable use for County's purposes. Because the closure area is contained within a registered Road Plan and not within an undeveloped government road allowance, the proposed closure can be accomplished by passing a resolution rather than a bylaw.

Benefits:

Disposal of unnecessary surplus lands.

Disadvantages: N/A

Alternatives

1. Deny the request to close and dispose of the lands contained within Road Plan 5022MC.

Financial Implications: N/A

Legislation:

Municipal Government Act, R.S.A. 2000, c. M-26 – Section 22

Intergovernmental:

The Minister of Transportation and Economic Corridors must sign the Resolution for it to take effect.

Strategic Alignment: N/A



Request for Decision (RFD)

Enclosure(s):

- 1. Enclosure #1: Application to Close Road Plan 5022MC**
- 2. Enclosure #2: Resolution to Close Road Plan 5022MC**

Signature of the CAO: 

COUNCIL RESOLUTION

Smoky Lake County

A Resolution of the Council of Smoky Lake County for the purpose of closing to public travel and cancelling a portion of a Public Highway for the purposes of creating a new title, 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, Council wishes to create a new and separate title for the lands hereafter described.

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 or regulations.

**All that portion of Side Road Shown on Plan 5022MC located within the lands
legally described as:**

LINC 0016404957 within 4;15;58;3;SW

**ALL THAT PORTION OF THE SOUTH WEST QUARTER OF SECTION THREE (3)
TOWNSHIP FIFTY EIGHT (58)
RANGE FIFTEEN (15)
WEST OF THE FOURTH MERIDIAN
NOT COVERED BY THE WATERS OF THE SASKATCHEWAN RIVER, AS SHOWN ON A PLAN
OF
SURVEY OF THE SAID TOWNSHIP SIGNED AT OTTAWA ON THE 14TH DAY OF DECEMBER
A.D.**

1905, CONTAINING 59.16 HECTARES (146.20 ACRES) MORE OR LESS.

EXCEPTING THEREOUT:

**(A) 2.51 HECTARES (6.19 ACRES) MORE OR LESS, FOR ROAD, AND 0.332 HECTARES
(0.82 ACRES) MORE OR LESS FOR SIDE ROAD, BOTH AS SHOWN ON ROAD PLAN
5022MC**

(B) 2.96 HECTARES (7.31 ACRES) MORE OR LESS, AS SHOWN ON ROAD PLAN 6724MC.

(C) 0.711 HECTARES (1.76 ACRES) MORE OR LESS, AS SHOWN ON ROAD PLAN 8021060.

(D) 0.704 HECTARES (1.74 ACRES) MORE OR LESS, AS SHOWN ON ROAD PLAN 8322876.

EXCEPTING THEREOUT ALL MINES AND MINERALS.

**All that portion of Side Road Shown on Plan 5022MC located within the lands
legally described as:**

LINC 0011765410 within 4;15;58;3;SE

ALL THAT PORTION OF THE SOUTH EAST QUARTER OF
SECTION THREE (3)
TOWNSHIP FIFTY EIGHT (58)
RANGE FIFTEEN (15)
WEST OF THE FOURTH MERIDIAN,
DESCRIBED AS FOLLOWS:- - COMMENCING AT THE SOUTH WEST CORNER OF
THE SAID QUARTER SECTION, THENCE EASTERLY ALONG THE SOUTH
BOUNDARY THEREOF FIVE HUNDRED (500) FEET, THENCE NORTHERLY AND
PARALLEL TO THE WEST BOUNDARY OF THE SAID QUARTER SECTION TWO
HUNDRED AND FIVE (205) FEET, THENCE WESTERLY AND PARALLEL TO THE
SAID SOUTH BOUNDARY TO THE SAID WEST BOUNDARY, THENCE SOUTHERLY
ALONG THE SAID WEST BOUNDARY TO THE POINT OF COMMENCEMENT,
CONTAINING 0.951 HECTARES, MORE OR LESS.
EXCEPTING THEREOUT :- 0.069 HECTARES, MORE OR LESS, FOR
SIDE ROAD, AS SHOWN ON ROAD PLAN 5022MC
EXCEPTING THEREOUT ALL MINES AND MINERALS

Date: _____, 2026

CRAIG LUKINUK
REEVE

SEAL

CHYENNE SHAW
CHIEF ADMINISTRATIVE OFFICER

Approved this _____ day of _____, 20_____.

Minister of Transportation

SEAL

Approval valid for _____ months.



Request for Decision (RFD)

Meeting Date: Thursday, May 28, 2026

Agenda Item: # 8.15

Topic: Bylaw No. 1505-26: A Bylaw to amend Land Use Bylaw No. 1272-14 to Redistrict part of the lands legally described as NW-22-59-14-W4M, from Highway Commercial (C1) District to Agriculture (AG) District.

Presented By: Jordan Ruegg, Director of County Services

Recommendation: That Smoky Lake County Council give First Reading to Bylaw No. 1505-26 and to schedule a Public Hearing on said Bylaw, to be held on Thursday, June 25, 2026, at 1:00 a.m., and to advertise said Public Hearing in accordance with the Municipal Government Act, in the Redwater Review and on the County's website.

Background:

On May 15, 2026, an application was received by administration to amend Land Use Bylaw No. 1272-14, to redistrict said lands from Highway Commercial (C1) District to Agriculture (AG) District. The applicant proposes to cultivate said lands and does not wish to pursue any commercial activities at this time.

Benefits:

Provide an opportunity for a landowner to utilize the entire parcel of said lands for agricultural purposes.

Disadvantages:

None.

Alternatives

Council may defeat said Bylaw.

Financial Implications:

Costs of advertising Public Hearing and mailing of notices to adjacent landowners (approximately \$700).

Legislation:

Part 17, Municipal Government Act, M-26 RSA 2000.

Intergovernmental:

None.

Strategic Alignment:

Not applicable.

Enclosure(s):

Enclosure #1: Application to Amend LUB

Enclosure #2: Bylaw 1505-26



Request for Decision (RFD)

Enclosure #3: Land Use Bylaw No. 1272-14 Section 8.2 (AG District) & Section 8.8 (C1 District)

Signature of the CAO: 

Schedule "A" - Road Closure Application Form**Internal Use Only**Our File Number: RC-036 Roll Number: 15580320 Your File Number: _____**Applicant Information**Applicant Name: CHRISTINE MINAILO Phone: _____

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

Registered Landowner Information *Owner same as applicant*

Landowner(s): _____ Phone: _____

Address: _____ Cell Phone: _____

City: _____ Province: _____ Email address: _____

Postal Code: _____ Signature: _____

Property InformationShort Legal Description (if applicable):

Registered Plan: _____ Block: _____ Lot: _____

Long Legal Description:Part of SW ^{1/4} Section: 3 Township: 58 Range: 15 Meridian: W4MRoad Plan Number (if applicable): 5022MC**Purpose of Road Closure:**

TO CLOSE ALL OF THE PORTIONS OF ROAD PLAN 5022MC LOCATED WITHIN THE LANDS
LEGALLY DESCRIBED AS SW 3-58-15-W4M & SE 3-58-15-W4M, AND TO CREATE A SEPERATE
TITLE FOR DISPOSAL (SALE)

Application Information (for office use only)

Application Date: _____ Date Application Complete: _____

Application Fee: _____ Receipt: _____

Referrals Sent: _____ Referral Deadline: _____

Resolution Date: _____ Resolution #: _____

Bylaw #: _____ First Reading: _____

Public Hearing: _____ Submitted to RPATH: _____

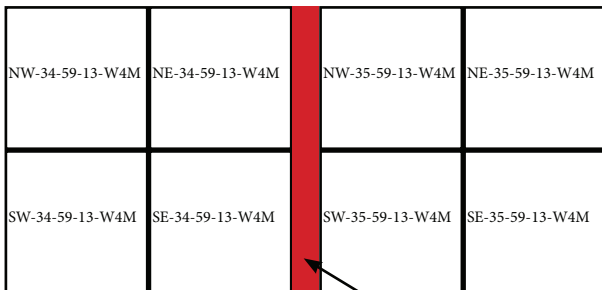
Second/Third Reading: _____ Sent to Land Titles: _____

Internal Use Only

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

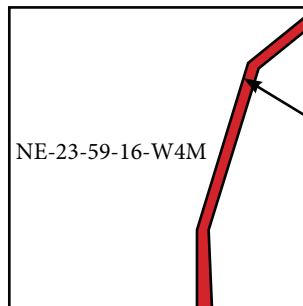
Please provide a sketch plan of the proposed road closure in the space below. Examples of sketches for Road Allowances and Road Plans are provided below for reference.

Sample Sketch: Road Allowance

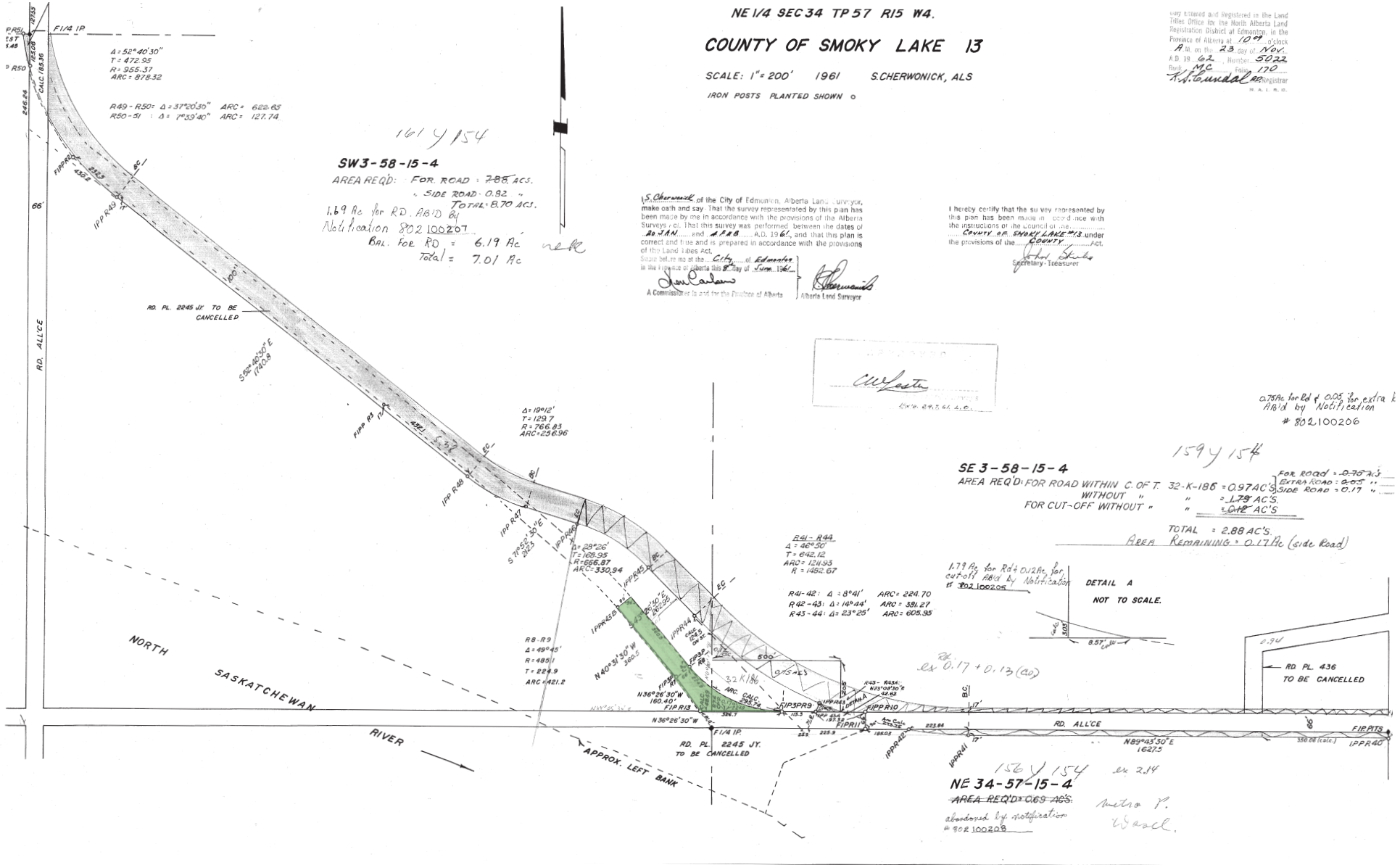


Closure Area
(Approx 8.03 acres)

Sample Sketch: Road Plan



Road Plan 488ET
Closure Area
(Approx 3.21 acres)



NE 1/4 SEC 34 TP 57 R15 W4.
 COUNTY OF SMOKY LAKE 13
 SCALE: 1" = 200' 1961 S. CHERWONICK, ALS
 IRON POSTS PLANTED SHOWN

Survey Entered and Registered in the Land
 Titles Office for the North Alberta Land
 Registration District of Edmonton in the
 Province of Alberta at 12:24 o'clock
 A.M. on the 23 day of Nov.
 A.D. 19 62 Number 5022
 Book 100 Page 170
 T. A. Gaudet Registrar
 H.A.L.R.O.

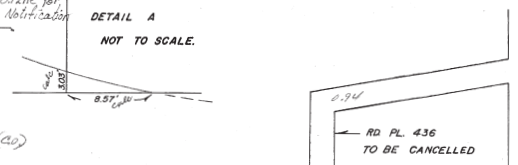
1614154
SW3-58-15-4
 AREA REQ'D: FOR ROAD = 7.88 AC'S.
 " SIDE ROAD = 0.82 " .
 TOTAL = 8.70 AC'S.
 1.69 Ac for RD. ABID
 Notification 802 100201
 Bal. for RD = 6.19 Ac
 Total = 7.01 Ac

I, S. Cherwonick of the City of Edmonton, Alberta Land Surveyor,
 make oath and say that the survey represented by this plan has
 been made by me in accordance with the provisions of the Alberta
 Surveys Act, that this survey was performed between the dates of
 20 JAN. and 2 FEB. A.D. 1961, and that this plan is
 correct and true and is prepared in accordance with the provisions
 of the Land Titles Act.
 Signed and sworn to at the City of Edmonton
 in the Province of Alberta this 9th day of June, 1961.
 S. Cherwonick
 A Commissioner in and for the Province of Alberta Alberta Land Surveyor

I hereby certify that the survey represented by this plan has been made in accordance with the instructions of the Council of the County of Smoky Lake 13, under the provisions of the County Act.



1594154
SE3-58-15-4
 AREA REQ'D FOR ROAD WITHIN C.O.F.T. 32-K-186 = 0.97 AC'S
 WITHOUT " " = 1.79 AC'S
 FOR CUT-OFF WITHOUT " " = 0.17 AC'S
 TOTAL = 2.88 AC'S
 AREA REMAINING = 0.17 AC (side road)



1564154
NE34-57-15-4
 AREA REQ'D = 0.68 AC'S
 abandoned by notification
 # 802 100208
 Metro P.
 Wall

0.75 Ac for Rd of 0.05 for extra k
 ABID by Notification
 # 802 100206

Section 61

Policy: 10-02

SCHEDULE A – EXPRESSION OF INTEREST FORM

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

The information contained below does not constitute an offer nor 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 execution of a formal Agreement to Purchase. The submission of an 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 included in a request for Expressions of Interest, if any such deadline has been established. 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*	April 24/26	April 24/26
Interested Purchaser's Name*		
Organization (if applicable)		
Phone Number*		
E-mail address		
Mailing Address*		

**SMOKY LAKE COUNTY
IN THE PROVINCE OF ALBERTA
BYLAW NO. 1505-26**

**A BYLAW OF THE MUNICIPALITY OF SMOKY LAKE COUNTY IN THE PROVINCE OF ALBERTA,
TO AMEND BYLAW NO. 1272-14 BEING THE LAND USE BYLAW FOR SMOKY LAKE COUNTY**

WHEREAS Council has adopted Smoky Lake County Bylaw No.1272-14 to be used at the Land Use Bylaw;

WHEREAS it is deemed expedient to amend Bylaw No. 1272-14 as set out in Section 692 of the Municipal Government Act, R.S.A. 2000, c. M-26, and amendments thereto;

WHEREAS a Public Hearing has been held pursuant to Section 216.4 of the Municipal Government Act, R.S.A. 2000, c. M-26, and amendments thereto;

WHEREAS said Public Hearing has been advertised pursuant to Section 606 of the Municipal Government Act, R.S.A. 2000, c. M-26, and amendments thereto;

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

1. Appendix "B" of the Smoky Lake County Land Use Bylaw No. 1272-14 be amended such that the portions of NW 22-59-14-W4M, commencing at the northwest corner of said lands, thence 57.29 meters east, thence south 138.60 meters, thence east 7.11 meters, thence south 58.93 meters, thence west 69.60 meters, thence north to the point of commencement, containing +/- 1.23 hectares (3.04 acres), as shown on Schedule 'A', be rezoned from Highway Commercial (C1) District to Agriculture District (AG).
2. This Bylaw shall come into effect after third and final reading.

READ A FIRST TIME IN COUNCIL THIS 28TH DAY OF MAY, AD 2026.

Craig Lukinuk
Reeve

S E A L

Chyenne Shaw
Chief Administrative Officer

Bylaw 1505-26

READ A SECOND TIME IN COUNCIL THIS ____ DAY OF ____, AD 20__.

READ A THIRD AND FINAL TIME IN COUNCIL THIS ____ DAY OF ____, AD 20__.

Criag Lukinuk
Reeve

S E A L

Chyenne Shaw
Chief Administrative Officer

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. Art, Craft and Photographic Studios
- B. Agricultural Support Service
- C. Basement Suite
- D. Bed and Breakfast Establishment
- E. Buildings and Uses Accessory to Permitted Uses
- F. Community Hall
- G. Day Home
- H. Dwelling, Single Detached
- I. Dwelling, single detached, tiny
- J. Extensive Agriculture
- K. Garage Suite
- L. Garden Suite
- M. Guest House
- N. Home Occupation, Major
- O. Home Occupation, Minor
- P. In-law Suite
- Q. Manufactured Home
- R. Modular Home
- S. Natural Area
- T. Public Utility
- U. Secondary Suite
- V. Shipping Container

3. Discretionary Uses

- A. Alternative Energy, Commercial; and
- B. Alternative Energy, Personal.
- C. Animal Breeding and/or Boarding Facility
- D. Animal Clinic
- E. Animal Hospital
- F. Animal Hospital, Large
- G. Boarding Facility
- H. Buildings and Uses Accessory to Discretionary Uses
- I. Campground, minor
- J. Campground, intermediate
- K. Campground, major
- L. Cemetery
- M. Child Care Facility
- N. Day Care Facility



- O. Duplex (Vertical and Side-by-Side)
- P. Family Care Facility
- Q. Intensive Agriculture
- R. Kennel
- S. Natural Resource Extraction Industry
- T. Place of Worship
- U. Public and Quasi-Public Building and Use
- V. Public Utility
- W. Recreational Use
- X. Recreational vehicle park
- Y. Relocated Building
- Z. Secondary Commercial
- AA. Sign
- BB. Surveillance Suite
- CC. Transfer Station
- DD. Utility Building
- EE. Workcamp, Short-Term
- FF. 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 industry¹, 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

¹ 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.



environmentally sensitive areas and/or heritage features on the site.

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 Subdivision 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
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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.
- 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.

8.8 HIGHWAY COMMERCIAL (C1) DISTRICT

1. Purpose

The general purpose of this District is to control development in the vicinity of Provincial Highways. Development should be restricted to that which is generally required to serve the motoring public.

2. Permitted Uses

- A. Agricultural Support Service
- B. Automobile Repair Shop, Major
- C. Automobile Repair Shop Minor
- D. Automobile Sales
- E. Bed and Breakfast Establishment
- F. Buildings and Uses Accessory to Permitted Uses
- G. Community Hall
- H. Convenience Retail Service
- I. Drive-in Business
- J. Eating and Drinking Establishment
- K. Extensive Agriculture
- L. Highway Commercial Use
- M. Home Occupation, Minor
- N. Home Occupation, Major
- O. Natural Area
- P. Protective or Emergency Services
- Q. Public or Quasi-Public Services
- R. Public Park

3. Discretionary Uses

- A. Alternative Energy, Personal.
- B. Amusement Establishment, Indoor
- C. Amusement Establishment, Outdoor
- D. Auctioneering Facility
- E. Campground, minor
- F. Campground, intermediate
- G. Campground, major
- H. Boutique Accommodation
- I. Buildings and Uses Accessory to Discretionary Uses
- J. Bulk Fuel Storage and Sales
- K. Cannabis accessory retail sales
- L. Cannabis retail sales

- M. Car wash Establishment
- N. Cemetery
- O. Commercial Use
- P. Dwelling, Single Detached
- Q. Dwelling, single detached, tiny
- R. Duplexes (Vertical and Side-By-Side)
- S. Highway Commercial
- T. Hotel
- U. Liquor Sales/Distribution Service
- V. Manufactured Home
- W. Modular Home
- X. Motel
- Y. Natural Resource Extraction
- Z. Outdoor Eating Establishment
- AA. Places of worship
- BB. Public Utilities
- CC. Recreational vehicle park
- DD. Rural Commercial
- EE. Rural Industries
- FF. Secondary Suite
- GG. Shipping Container
- HH. Surveillance Suite
- II. Transfer Station
- JJ. Workcamp
- KK. Workcamp, Short Term
- LL. Other Uses which, in the opinion of the Development Authority, are similar to the above mentioned Permitted and Discretionary Uses

4. Subdivision Regulations

- A. Minimum Lot Area – As determined by the Subdivision Authority

5. Development Regulations

- A. Minimum Yard Setback Requirements

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 Roads	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
When adjacent to an Internal subdivision road	7.6 m (25.0 ft.) from the property line
When adjacent to Another Parcel	7.6 m (25.0 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
When adjacent to an internal subdivision road	7.6 m (25.0 ft.) from the property line
When adjacent to another parcel	7.6 m (25.0 ft.) from the property line

iv. Notwithstanding **subsections (i), (ii), and (iii)** above, where there is an intersection or sharp curve, the minimum yard requirements shown on **Figures 20 and 21** of this Bylaw shall apply.

6. Other Regulations

A. Development proposals adjacent to a primary highway shall comply with any relevant provincial regulations.

- B. Fences shall be developed in accordance with **Section 7.7** of this Bylaw.
- C. Landscaping shall be provided in accordance with **Section 6.11** of this Bylaw.
- D. Grading and drainage of the site shall be provided in accordance with **Section 6.11** of this Bylaw.
- E. Accessory buildings shall be developed in accordance with **Section 6.1** of this Bylaw.
- F. Motels shall be developed in accordance with **Section 7.4** of this Bylaw.
- G. Vehicle Washing Establishments (carwashes) shall be developed in accordance with **Section 6.24** of this Bylaw.
- H. Places of Worship shall be developed in accordance with **Section 6.29** of this Bylaw.
- I. Private Liquor Stores and Storage Facilities shall be developed in accordance with **Section 7.19** of this Bylaw.
- J. Natural Resource Extraction Industries shall be developed in accordance with **Section 6.22** of this Bylaw.
- K. Service Stations and Gas Stations shall be developed in accordance with **Section 6.22** of this Bylaw.
- L. Shipping Containers shall be developed in accordance with **Section 7.31** of this Bylaw.
- N. Solar Energy Conversion Systems shall be developed in accordance with **Section 7.33** of this Bylaw.
- O. Wind Energy Conversion Systems shall be developed in accordance with **Section 2.9** of this Bylaw.



Request for Decision (RFD)

Meeting Date: May 28, 2026

Agenda Item: # 8.16

Topic: Planning and Development Fees Bylaw No. 1498-26

Presented By: Jordan Ruegg, Director of County Services

Recommendation:

That Smoky Lake County Council give Bylaw No. 1498-26 Third Reading.

Background:

Bylaw No. 1463-24: Planning and Development Fees Bylaw was adopted on January 13, 2024, establishing rates and fees for various Planning and Development-related permits, licenses, approvals and applications.

Bylaw No. 1498-26 was given First and Second Readings on April 16, 2026. After discussion at that meeting, the following changes to the Planning and Development Fees Bylaw have been proposed:

1. Establish a fee (\$50.00/acre/year) for the leasing of surplus municipal roads;
2. Reduce the application fee for a road closure (from \$500.00 to \$50.00) and establish land valuation for the purpose of a road closure using a "fair-market value", as determined by the County's assessor;
3. Establish fees for advertising (\$500.00) and provide that surveying costs related to the disposition of surplus municipal roads will be borne by the applicant; and
4. Establish the valuation of the amount of cash-in-lieu (\$2,000.00/acre) for Municipal Reserve that is to be provided when subdivision of land occurs.

Benefits:

The proposed Bylaw will provide a clear and concise listing of all Planning and Development-related fees and charges while reducing red tape and providing clear direction to administration and applicants when processing road closure and subdivision applications.

Disadvantages: N/A

Alternatives

1. **Instruct administration to propose alternative fees**
2. **Defeat the Bylaw (Bylaw No. 1463-24 would remain in effect)**

Financial Implications:

Legislation:

- *Municipal Government Act, R.S.A., c. M-26, as amended.*

Intergovernmental: N/A



Request for Decision (RFD)

Strategic Alignment:

Priority #4 – Economic Development & Financial Sustainability

Enclosure(s):

1. **Enclosure #1 – Bylaw No. 1498-26 – Planning and Development Fees Bylaw**

Signature of the CAO: _____

A handwritten signature in blue ink, appearing to read "C. H. ...", is written over a horizontal line.

**SMOKY LAKE COUNTY
IN THE PROVINCE OF ALBERTA
BYLAW NO. 1498-26**

**A BYLAW OF THE MUNICIPALITY OF SMOKY LAKE COUNTY IN THE PROVINCE
OF ALBERTA, TO ESTABLISH FEES FOR PLANNING AND DEVELOPMENT
RELATED MATTERS FOR SMOKY LAKE COUNTY**

WHEREAS Smoky Lake County deems it expedient to set and review, as necessary, from time-to-time, various fees, charges and fines related to planning and development within the Municipality; and

WHEREAS Council has adopted Smoky Lake County Bylaw 1272-14, as amended, to be the Land Use Bylaw;

WHEREAS Council may in a bylaw provide for a system of licences, permits or approvals, including establishing fees for licences, permits and approvals, in accordance with Section 8 of the *Municipal Government Act*, R.S.A. 2000, c. M-26, and amendments thereto;

WHEREAS, the *Safety Codes Act*, R.S.A. 2000, c. S-1, as amended from time to time, authorizes an accredited municipality to make bylaws respecting fees for anything issued or any material or service provided pursuant to the *Safety Codes Act*;

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

1. NAME:

- a. This Bylaw may be referred to as the "*Smoky Lake County Planning and Development Fees Bylaw*."

2. FEES ESTABLISHED

- a. 'Schedule A – Planning & Development Fees'
- b. 'Schedule B – Safety Code Fees'
- c. 'Schedule C – Subdivision Fees'

attached herein, each forms a part of this Bylaw.

- d. The Subdivision Authority under the *Municipal Government Act* as appointed by Council may establish related fees.
- e. The Accredited Agency under the *Safety Codes Act* as appointed by Council may establish related fees.

3. FINES RELATED TO OFFENCES AND PENALTIES

- a. Any person who:
 - i. Contravenes or fails to comply with any provision of this Bylaw and/or the Smoky Lake County Land Use Bylaw 1274-12 the "Land Use Bylaw";
 - ii. Uses land in a manner contrary to the provisions of this Bylaw or any subdivision or development permit for such land;
 - iii. Contravenes or fails to comply with any development permit or subdivision approval, or conditions forming part thereof;

- iv. Contravenes or fails to comply with a decision of the Intermunicipal Subdivision and Development Appeal Board;
- v. Obstructs or otherwise hinders in any manner any person in the exercise or performance of that person's powers authorized under this or any other Bylaw or enactment; or,
- vi. Contravenes or fails to comply with a Stop Order issued pursuant to the *Municipal Government Act*;

is guilty of an offence and is liable on summary conviction to a fine.

- b. A person who contravenes or who fails to comply with any other provision of the Land Use Bylaw is guilty of an offence and is liable to a penalty for a first and each subsequent offence in the amount specified in Schedule A of this Bylaw.
- c. If a person is found guilty of an offence under the Land Use Bylaw, the court may, in addition to any other penalty imposed, order the person to comply with the Land Use Bylaw or a development permit issued under that Bylaw, or a condition of any of them.
- d. A Peace Officer may issue a Municipal Tag where it is reasonably determined that a person has contravened any provision of the Land Use Bylaw.
- e. Where a contravention or offence is of a continuing nature, further Municipal Tags may be issued by a Peace Officer for each day the offence continues.
- f. A person named on a Municipal Tag may, in lieu of being prosecuted, plead guilty to the offence by signing the Municipal Tag and paying the specified penalty at the location indicated on the Municipal Tag.
- g. If payment of a Municipal Tag is not made within the time specified, a Peace Officer may issue a Violation Ticket under the Provincial Offences Procedures Act requiring the person named to appear in court on the date indicated in the Violation Ticket.
- h. Nothing in this Bylaw shall prevent or restrict a Peace Officer from immediately issuing a Violation Ticket under the *Provincial Offences Procedures Act* for a mandatory court appearance of any person who contravenes this Bylaw or the Land Use Bylaw.

4. RIGHT OF ENTRY

- a. For the purpose of entering and inspecting land or structures as described under Part 13, Division 4, Section 542 of the *Municipal Government Act*, RSA 2000, Chapter M-26 as amended, a Development Officer or the Development Compliance Officer, and any other persons appointed by Council, are hereby declared to be "designated officers".

5. REVIEW

- a. This Bylaw should be reviewed at least every two years from its adoption, or as deemed necessary from time to time.

6. PREVAILANCE

- a. To the extent that a provision of this bylaw is found to conflict with another bylaw or policy of Smoky Lake County, this bylaw shall prevail.

7. REPEAL & SEVERABILITY:

- a. Bylaw 1463-24 is repealed, upon adoption of this bylaw.
- b. If any part of this Bylaw is found to be invalid, it is the intention of Council that the remaining sections remain in force until repealed or otherwise amended.

8. EFFECTIVE DATE:

- a. This Bylaw comes into force and effect upon it receiving Third Reading.

Received First Reading this _____ day of _____, 2026

Received Second Reading this _____ day of _____, 2026

Received Third Reading this _____ day of _____, 2026

Craig Lukinuk, Reeve

Seal

Chyenne Shaw, Chief Administrative Officer

SCHEDULE A – PLANNING & DEVELOPMENT FEES

ITEM DESCRIPTION	FEE
DEVELOPMENT PERMITS	
Permitted Use: Residential District	\$150.00
Permitted Use/Discretionary Use: Commercial / Industrial District / Public Institutional	\$1.00 / \$1,000.00 value of construction, or minimum \$250.00
Discretionary Use / Variances: Residential District	\$250.00 (20% of total payable upon application for a Development Permit; remaining 80% payable prior to issuance of an approved Development Permit)
Aggregate Resource Extraction	\$750.00 / acre (20% of total payable upon application for a Development Permit; remaining 80% payable prior to issuance of an approved Development Permit)
Aggregate Resource Extraction - Reclamation Fees <i>(Reclamation Fees are exempt when the responsibility of reclamation falls with the Province of Alberta or when the on development occurs on Crown Land.</i>	\$2,000.00/ acre (payable prior to issuance of an approved Development Permit)
Heritage Resource Intervention Permit	\$150.00
Other Landscaping, Decks, and Signs	\$150.00
Development Occurring prior to submitting Development Permit Application	\$500.00 <u>plus</u> the applicable Development Permit fee
BYLAW AMENDMENT FEES	
Application to Amend the Land Use Bylaw (Map of Text Amendment)	\$1,000.00 + cost of advertising
Application to Amend the Municipal Development Plan	\$1,000.00 + cost of advertising
Application to Amend an Area Structure Plan	\$1,000.00 + cost of advertising
NEW STATUTORY PLAN FEES	
New Area Structure Plan (proposed by a Developer)	\$2,000.00 + cost of advertising
OTHER FEES	
Compliance Certificate	\$125.00
Encroachment Agreement	\$500.00 plus any legal/surveying costs
Road Closure by Resolution for purposes of Disposal	\$50.00 application fee + surveying costs + Fair Market Value for land
Road Closure by Bylaw for purposes of Disposal	\$50.00 application fee + \$500.00 for advertising costs + surveying costs + Fair Market Value for land
Road Closure by Bylaw for purposes of Lease	\$50.00 application fee + \$500.00 for advertising costs + surveying costs + \$50.00/acre per year (Minimum \$100.00 per year)
Cash-in-Lieu of Municipal Reserves for Subdivision	\$2,000.00/acre
Business Licence	No Charge
WITHDRAWAL / REFUND FEES	

Development Permit Application	Before a decision of the Development Authority (Development Authority Officer or Municipal Planning Commission): - 50% of Application Fee
	After decision of the Development Authority: - No refund.
New Statutory Plan, or Plan Amendment	Prior to 1 st reading of Bylaw: - 75% of Application Fee
	Prior to advertising of Public Hearing: - 50% of Application Fee
	After Advertising of Public Hearing but before Public Hearing held - No refund
APPEAL FEES	
Subdivision Appeal Fee	\$250.00
Development Appeal Fee	\$250.00
HARD COPY OF PLANNING DOCUMENTS FEES	
Land Use Bylaw – Hard Copy	\$50.00
Municipal Development Plan — Hard Copy	\$25.00
Area Structure Plan – Hard Copy	\$25.00
NOTE: <i>The Documents noted above are available electronically without charge on the County's website.</i>	

SCHEDULE B – SAFETY CODE FEES



Smoky Lake County
 PO Box 310
 SMOKY LAKE AB T0A 3C0
 Phone: (780) 656-3730
 Fax: (780) 656-3768
 www.smokylakecounty.ab.ca

The Inspections Group Inc.
 12010 – 111 Avenue
 Edmonton, AB T5G 0E6
 Phone: (780) 454-5048 Toll Free: (866) 554-5048
 Fax: (780) 454-5222 Toll Free: (866) 454-5222
 www.inspectionsgroup.com

BUILDING PERMIT FEE SCHEDULE

RESIDENTIAL/DWELLING UNITS/FARM

New Construction - Building Permit Levy (main level)	\$0.52 per sq. ft. + SCC levy
- Upper/Lower Floors	\$0.41 per sq. ft. + SCC levy
Additions/renovations/basement development	\$0.41 per sq. ft. + SCC levy
	\$131.25 (minimum fee) + SCC levy

Accessory Buildings

Garages (attached or detached) (flat rate) (under 624 sq. ft.)	\$131.25 + SCC levy
Shops, garages, storage buildings (over 624 sq. ft.)	\$0.41 per sq. ft. + SCC levy
Decks or garden storage sheds (sheds under 150 sq. ft.)	\$105.00 + SCC levy
Relocation of Home (set-up on basement or foundation)	\$0.39 per sq. ft. + SCC levy
	(min \$131.25)
Placement of home (only)	\$325.00 (minimum fee) + SCC levy
Fireplaces/Wood Stove (if not included in new construction) (flat rate)	\$109.20 + SCC levy
Demolitions Residential (flat rate)	\$109.20 + SCC levy
Geothermal Heating	\$262.50 + SCC levy

COMMERCIAL/INDUSTRIAL/INSTITUTIONAL

First \$1,000,000.00 construction value	\$6.56 per \$1,000 construction value + SCC levy
Over \$1,000,000.00 construction value	\$6,560.00 + (\$5.25 per \$1,000 construction value portions over \$1,000,000.00) + SCC levy
(Minimum Fee)	\$367.50 + SCC levy
Demolitions Commercial (flat rate)	\$157.50 + SCC levy

MANUFACTURED AND MODULAR HOME

Modular Home (RTM's, etc)	\$351.75 + SCC levy
Basement Development	\$0.41 sq. ft. + SCC levy (min. \$157.50)
Manufactured Home Set-up	\$210.00 + SCC levy
Basement Development (if on foundation)	\$0.41 sq. ft. + SCC levy (min. \$157.50)

NOTE: Add applicable 'Safety Codes Council' levy to each permit; \$ 4.50 each permit or 4% of permit levy, whichever is greater!

A minimum cancellation fee of \$35.00 will be retained when a permit is cancelled or 25% up to a max of \$250 of the fee if a drawing review has been completed or an inspection has been carried out.

When work has commenced without first obtaining the required permit(s); the permit fees will be doubled up to a maximum of \$500.00 surcharge per permit.

Re-Inspections will be charged a rate of \$150.00 per inspection + GST.

Re-opening a previously closed permit will be charged to applicants at a rate of \$75 per permit, plus applicable re-inspection fees should they apply.

Permit extensions will be charges at a flat rate of \$150.00 (plus levy) for a maximum of 1 year.

Variances will be charged at a rate of \$125/hour (min 2 hr) (plus levy).

GAS PERMIT FEE SCHEDULE

Residential Installations		Non-Residential Installations			
Number of Outlets	Permit Fee	B.T.U. Input	Permit Fee	B.T.U. Input	Permit Fee
1	\$99.75	10,000	\$99.75	210,000	\$126.00
2	\$105.00	20,000	\$99.75	230,000	\$126.00
3	\$110.25	30,000	\$99.75	250,000	\$136.50
4	\$131.25	40,000	\$99.75	300,000	\$141.75
5	\$141.75	50,000	\$105.00	350,000	\$147.00
6	\$152.25	60,000	\$105.00	400,000	\$152.25
7	\$168.00	70,000	\$105.00	450,000	\$162.75
8	\$183.75	80,000	\$105.00	500,000	\$168.00
9	\$199.50	90,000	\$105.00	550,000	\$173.25
10	\$210.00	100,000	\$110.25	600,000	\$178.50
11	\$220.50	110,000	\$110.25	650,000	\$183.75
12	\$231.00	120,000	\$110.25	700,000	\$189.00
13	\$241.50	130,000	\$110.25	750,000	\$194.25
14	\$246.75	140,000	\$110.25	800,000	\$199.50
15	\$256.20	150,000	\$115.50	850,000	\$204.75
16	\$262.50	160,000	\$115.50	900,000	\$215.25
17	\$267.75	170,000	\$115.50	950,000	\$225.75
18	\$273.00	180,000	\$115.50	1,000,000	\$262.50
19	\$278.25	190,000	\$120.75	1,000,001 to 2,000,000	\$283.50
20	\$283.50	200,000	\$120.75	Over 2,000,000 Add \$ 5.25 per 100,000 BTU	

Propane and Small Installations

Propane Tank Sets (New or Replacements)	\$94.50 per Appliance
Temporary Heat	\$94.50 per Appliance
Gas/Propane Cylinder Refill Centers	\$299.25 per Center
Replacement Commercial or Industrial Appliances (per unit)	
1 - 400,000 BTU Input	\$152.25 per Unit
400,001 - 3,000,000 BTU Input	\$236.25 per Unit
Over 3,000,000 BTU Input	\$341.25 per Unit

NOTE: Add applicable 'Safety Codes Council' levy to each permit; \$ 4.50 each permit or 4% of permit levy, whichever is greater!

A minimum cancellation fee of \$35.00 will be retained when a permit is cancelled or 25% up to a max of \$250 of the fee if a drawing review has been completed or an inspection has been carried out.

When work has commenced without first obtaining the required permit(s); the permit fees will be doubled up to a maximum of \$500.00 surcharge per permit.

Re-Inspections will be charged a rate of \$150.00 per inspection + GST.

Re-opening a previously closed permit will be charged to applicants at a rate of \$75 per permit, plus applicable re-inspection fees should they apply.

Permit extensions will be charges at a flat rate of \$150.00 (plus levy) for a maximum of 1 year.

Variations will be charged at a rate of \$125/hour (min 2 hr) (plus levy).

PLUMBING PERMIT FEE SCHEDULE (RESIDENTIAL)

# of Fixtures	Permit Fee	# of Fixtures	Permit Fee
1	\$99.75	21	\$199.50
2	\$105.00	22	\$204.75
3	\$110.25	23	\$210.00
4	\$110.25	24	\$215.25
5	\$115.50	25	\$220.50
6	\$120.75	26	\$225.75
7	\$126.00	27	\$231.00
8	\$131.25	28	\$236.25
9	\$136.50	29	\$241.50
10	\$141.75	30	\$246.75
11	\$147.00	31	\$252.00
12	\$152.25	32	\$257.25
13	\$157.50	33	\$262.50
14	\$162.75	34	\$267.75
15	\$168.00	35	\$273.00
16	\$173.25	36	\$278.25
17	\$178.50	37	\$283.50
18	\$183.75	38	\$288.75
19	\$189.00	39	\$294.00
20	\$194.25	40	\$299.25
Add \$3.15 per fixture over 40			

PRIVATE SEWAGE PERMITS

Private Sewage System - \$393.75
Holding Tanks - \$157.50

NOTE: Add applicable 'Safety Codes Council' levy to each permit; \$ 4.50 each permit or 4% of permit levy, whichever is greater!

A minimum cancellation fee of \$35.00 will be retained when a permit is cancelled or 25% up to a max of \$250 of the fee if a drawing review has been completed or an inspection has been carried out.

When work has commenced without first obtaining the required permit(s); the permit fees will be doubled up to a maximum of \$500.00 surcharge per permit.

Re-Inspections will be charged a rate of \$150.00 per inspection + GST.

Re-opening a previously closed permit will be charged to applicants at a rate of \$75 per permit, plus applicable re-inspection fees should they apply.

Permit extensions will be charges at a flat rate of \$150.00 (plus levy) for a maximum of 1 year.

Variations will be charged at a rate of \$125/hour (min 2 hr) (plus levy).

**PLUMBING PERMIT FEE SCHEDULE
(COMMERCIAL)**

# of Fixtures	Permit Fee	# of Fixtures	Permit Fee	# of Fixtures	Permit Fee
1	\$99.75	35	\$283.50	69	\$462.00
2	\$105.00	36	\$288.75	70	\$467.25
3	\$110.25	37	\$294.00	71	\$472.50
4	\$115.50	38	\$299.25	72	\$477.75
5	\$120.75	39	\$304.50	73	\$483.00
6	\$126.00	40	\$309.75	74	\$488.25
7	\$131.25	41	\$315.00	75	\$493.50
8	\$136.50	42	\$320.25	76	\$498.75
9	\$141.75	43	\$325.50	77	\$504.00
10	\$147.00	44	\$330.75	78	\$509.25
11	\$152.25	45	\$336.00	79	\$514.50
12	\$157.50	46	\$341.25	80	\$519.75
13	\$162.75	47	\$346.50	81	\$525.00
14	\$168.00	48	\$351.75	82	\$530.25
15	\$173.25	49	\$357.00	83	\$535.50
16	\$178.50	50	\$362.25	84	\$540.75
17	\$183.75	51	\$367.50	85	\$546.00
18	\$189.00	52	\$372.75	86	\$551.25
19	\$194.25	53	\$378.00	87	\$553.35
20	\$199.50	54	\$383.25	88	\$556.50
21	\$204.75	55	\$388.50	89	\$559.65
22	\$210.00	56	\$393.75	90	\$561.75
23	\$215.25	57	\$399.00	91	\$563.85
24	\$220.50	58	\$404.25	92	\$567.00
25	\$225.75	59	\$409.50	93	\$570.15
26	\$231.00	60	\$414.75	94	\$572.25
27	\$236.25	61	\$420.00	95	\$577.50
28	\$241.50	62	\$425.25	96	\$588.00
29	\$246.75	63	\$430.50	97	\$593.25
30	\$257.25	64	\$435.75	98	\$598.50
31	\$262.50	65	\$441.00	99	\$603.75
32	\$267.75	66	\$446.25	100	\$609.00
33	\$273.00	67	\$451.50	Add \$3.15 each fixture over 100	
34	\$278.25	68	\$456.75		

NOTE: Add applicable 'Safety Codes Council' levy to each permit; \$ 4.50 each permit or 4% of permit levy, whichever is greater!

A minimum cancellation fee of \$35.00 will be retained when a permit is cancelled or 25% up to a max of \$250 of the fee if a drawing review has been completed or an inspection has been carried out.

When work has commenced without first obtaining the required permit(s); the permit fees will be doubled up to a maximum of \$500.00 surcharge per permit.

Re-Inspections will be charged a rate of \$150.00 per inspection + GST.

Re-opening a previously closed permit will be charged to applicants at a rate of \$75 per permit, plus applicable re-inspection fees should they apply.

Permit extensions will be charges at a flat rate of \$150.00 (plus levy) for a maximum of 1 year.

Variations will be charged at a rate of \$125/hour (min 2 hr) (plus levy).

ELECTRICAL PERMIT FEE SCHEDULE
(For "Other Than" New Single Family Residential)

Installation Cost \$	Permit Fee	Installation Cost \$	Permit Fee	Installation Cost \$	Permit Fee
Under 1,000	\$99.75	23,000.01 – 24,000	\$435.75	100,000.01 – 110,000	\$730.80
1,000.01 – 1,500	\$110.25	24,000.01 – 25,000	\$446.25	110,000.01 – 120,000	\$773.85
1,500.01 – 2,000	\$120.75	25,000.01 – 26,000	\$456.75	120,000.01 – 130,000	\$816.90
2,000.01 – 2,500	\$131.25	26,000.01 – 27,000	\$467.25	130,000.01 – 140,000	\$859.95
2,500.01 – 3,000	\$141.75	27,000.01 – 28,000	\$477.75	140,000.01 – 150,000	\$903.00
3,000.01 – 3,500	\$152.25	28,000.01 – 29,000	\$488.25	150,000.01 – 160,000	\$946.05
3,500.01 – 4,000	\$162.75	29,000.01 – 30,000	\$498.75	160,000.01 – 170,000	\$988.05
4,000.01 – 4,500	\$173.25	30,000.01 – 31,000	\$509.25	170,000.01 – 180,000	\$1,031.10
4,500.01 – 5,000	\$183.75	31,000.01 – 32,000	\$519.75	180,000.01 – 190,000	\$1,074.15
5,000.01 – 5,500	\$194.25	32,000.01 – 33,000	\$530.25	190,000.01 – 200,000	\$1,117.20
5,500.01 – 6,000	\$204.75	33,000.01 – 34,000	\$535.50	200,000.01 – 210,000	\$1,160.25
6,000.01 – 6,500	\$215.25	34,000.01 – 35,000	\$540.75	210,000.01 – 220,000	\$1,203.30
6,500.01 – 7,000	\$225.75	35,000.01 – 36,000	\$546.00	220,000.01 – 230,000	\$1,246.35
7,000.01 – 7,500	\$236.25	36,000.01 – 37,000	\$551.25	230,000.01 – 240,000	\$1,289.40
7,500.01 – 8,000	\$246.75	37,000.01 – 38,000	\$556.50	240,000.01 – 250,000	\$1,332.45
8,000.01 – 8,500	\$257.25	38,000.01 – 39,000	\$561.75	250,000.01 – 300,000	\$1,449.00
8,500.01 – 9,000	\$267.75	39,000.01 – 40,000	\$567.00	300,000.01 – 350,000	\$1,544.55
9,000.01 – 9,500	\$278.25	40,000.01 – 41,000	\$572.25	350,000.01 – 400,000	\$1,639.05
9,500.01 – 10,000	\$288.75	41,000.01 – 42,000	\$577.50	400,000.01 – 450,000	\$1,734.60
10,000.01 – 11,000	\$299.25	42,000.01 – 43,000	\$582.75	450,000.01 – 500,000	\$1,829.10
11,000.01 – 12,000	\$309.75	43,000.01 – 44,000	\$588.00	500,000.01 – 550,000	\$1,923.60
12,000.01 – 13,000	\$320.25	44,000.01 – 45,000	\$593.25	550,000.01 – 600,000	\$2,019.15
13,000.01 – 14,000	\$330.75	45,000.01 – 46,000	\$598.50	600,000.01 – 650,000	\$2,113.65
14,000.01 – 15,000	\$341.25	46,000.01 – 47,000	\$603.75	650,000.01 – 700,000	\$2,209.20
15,000.01 – 16,000	\$351.75	47,000.01 – 48,000	\$609.00	700,000.01 – 750,000	\$2,303.70
16,000.01 – 17,000	\$362.25	48,000.01 – 49,000	\$614.25	750,000.01 – 800,000	\$2,399.25
17,000.01 – 18,000	\$372.75	49,000.01 – 50,000	\$614.25	800,000.01 – 850,000	\$2,493.75
18,000.01 – 19,000	\$383.25	50,000.01 – 60,000	\$624.75	850,000.01 – 900,000	\$2,588.25
19,000.01 – 20,000	\$393.75	60,000.01 – 70,000	\$630.00	900,000.01 – 950,000	\$2,683.80
20,000.01 – 21,000	\$404.25	70,000.01 – 80,000	\$635.25	950,000.01 – 1,000,000	\$2,778.30
21,000.01 – 22,000	\$414.75	80,000.01 – 90,000	\$661.50	Add \$78.75 for every \$50,000 over \$1,000,000	
22,000.01 – 23,000	\$425.25	90,000.01 – 100,000	\$673.05		

NOTE: Add applicable 'Safety Codes Council' levy to each permit; \$ 4.50 each permit or 4% of permit levy, whichever is greater!

A minimum cancellation fee of \$35.00 will be retained when a permit is cancelled or 25% up to a max of \$250 of the fee if a drawing review has been completed or an inspection has been carried out.

When work has commenced without first obtaining the required permit(s); the permit fees will be doubled up to a maximum of \$500.00 surcharge per permit.

Re-Inspections will be charged a rate of \$150.00 per inspection + GST.

Re-opening a previously closed permit will be charged to applicants at a rate of \$75 per permit, plus applicable re-inspection fees should they apply.

Permit extensions will be charges at a flat rate of \$150.00 (plus levy) for a maximum of 1 year.

Variances will be charged at a rate of \$125/hour (min 2 hr) (plus levy).

ELECTRICAL PERMIT FEE SCHEDULE
(For "NEW" Single Family Residential)

Based on Size of Dwelling (Square Footage)	Permit Fee
Up to 1200 square feet	\$183.75
1201 to 1500 square feet	\$210.00
1501 to 2000 square feet	\$236.25
2001 to 2500 square feet	\$262.50
Over 2500 square feet	\$273.00
Attached Garage	Include square footage of garage with house
Manufactured, Modular and RTM Homes (on foundation or basement)	\$115.50
Basement development wiring – new home - if done at time of initial construction (otherwise as per above)	Include square footage of basement with house
Manufactured home connection	\$105.00
Detached Residential Garage	\$.21 a sq. ft. (minimum fee \$105.00)

NOTE: Add applicable 'Safety Codes Council' levy to each permit; \$ 4.50 each permit or 4% of permit levy, whichever is greater!

A minimum cancellation fee of \$35.00 will be retained when a permit is cancelled or 25% up to a max of \$250 of the fee if a drawing review has been completed or an inspection has been carried out.

When work has commenced without first obtaining the required permit(s); the permit fees will be doubled up to a maximum of \$500.00 surcharge per permit.

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Permit extensions will be charges at a flat rate of \$150.00 (plus levy) for a maximum of 1 year.

Variances will be charged at a rate of \$125/hour (min 2 hr) (plus levy).

**ANNUAL ELECTRICAL PERMIT FEE SCHEDULE
(Based On Cost of Installation)**

Total Cost of Installation	Permit Fee
\$2,000 or Less	\$472.50 (maximum 2 hours inspection time thereafter \$99.75 per hour or portion thereof)
\$2,000 to \$5,000	\$472.50 plus \$3.41 each \$100 cost or fraction of \$100 over \$2,000.
\$5,000.01 to \$50,000	\$630 plus \$1.68 each for \$100 cost or fraction of \$100 over \$5,000.
\$50,000.01 to \$1,000,000	\$1,260 plus \$1.15 each \$100 cost or fraction of \$100 over \$50,000.

NOTE: Add applicable 'Safety Codes Council' levy to each permit; \$ 4.50 each permit or 4% of permit levy, whichever is greater!

A minimum cancellation fee of \$35.00 will be retained when a permit is cancelled or 25% up to a max of \$250 of the fee if a drawing review has been completed or an inspection has been carried out.

When work has commenced without first obtaining the required permit(s); the permit fees will be doubled up to a maximum of \$500.00 surcharge per permit.

Re-Inspections will be charged a rate of \$150.00 per inspection + GST.

Re-opening a previously closed permit will be charged to applicants at a rate of \$75 per permit, plus applicable re-inspection fees should they apply.

Permit extensions will be charges at a flat rate of \$150.00 (plus levy) for a maximum of 1 year.

Variances will be charged at a rate of \$125/hour (min 2 hr) (plus levy).

SCHEDULE C – SUBDIVISION FEES



SUBDIVISION FEES
Effective: September 1, 2023

Payment Options

Cheque	E-transfer
Made payable to: Municipal Planning Services (2009) Ltd. #206, 17511 – 107 Ave NW Edmonton, AB T5S 1E5	Contact MPS for e-transfer details and options.

Application Fee(s)

G.S.T. is payable on all fees.

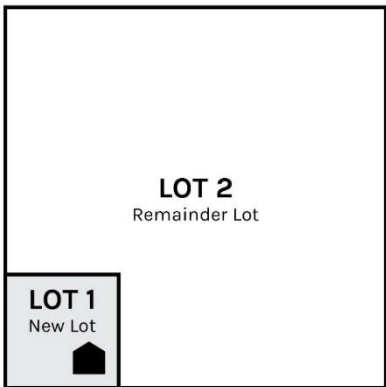
Base Application Fee	Per Lot Fee ¹	Per Lot Endorsement Fee ²
\$750.00	\$250.00	\$200.00 Per Lot
Payable with Initial Application		Payable Prior to Endorsement ³

In addition to the fees charged by MPS, some municipalities charge an additional per lot fee at time of application. Please contact our office for fee information affecting subdivisions in:

County of Barrhead	County of Wetaskiwin	Town of Bon Accord	Town of Redwater	Town of Bruderheim

Example Subdivision Application

Subdividing a farmstead or vacant lot from an existing titled area (provided for information only)



1. Application Fee	\$750.00
2. Per Lot Fee	\$500.00
1 New Lot & Remainder Lot	(\$250.00 x 2)
Subtotal	\$1,250.00
3. Endorsement Fee	\$400.00
1 New Lot & Remainder Lot	(\$200.00 x 2)
Subtotal	\$400.00
G.S.T.	\$82.50
Total	\$1,732.50

¹ Reserve lots, roads, and public utility lots are exempt from the per lot application fee.
² Reserve lots, roads, and public utility lots are exempt from the per lot endorsement fee.
³ Endorsement fees are not charged for Separation of Titles (s. 652(4) of the Municipal Government Act, R.S.A. 2000, c. M-26, as amended).



SUBDIVISION FEES

Effective: September 1, 2023

Additional Fees

The following additional fees may apply to a subdivision. G.S.T. is payable on all fees.

Recirculation \$250.00	Minor changes to an application may be accepted at the office with no additional costs. If the change requires the application to be recirculated to the various agencies and/or adjacent landowners a recirculation fee shall apply.
Extension \$350.00	If the applicant is unable to finalize the subdivision within one year from the date of the decision, an extension may be requested. The extension request and fee must be received before the file expires. Once a file has expired, an extension request cannot be processed, and a new subdivision application will be required.
Title Search \$15.00	The title search fee is applicable when a recent land title (dated within 90 days from the time of application) is not provided by the applicant, and a land title is obtained by MPS.

Additional Costs Associated with the Subdivision Process

Application fees are only one of the costs associated with the subdivision of land. When planning your subdivision, it is important to consider all potential costs associated with the process.

The information provided below is intended to provide potential applicants with an understanding of some of the common costs associated with subdividing land in Alberta.

Surveying Costs	Surveying is often required to show the location of structures, prepare plans and to register documents with the Land Titles Office. The Alberta Land Titles Act requires an Alberta Land Surveyor (ALS) to be retained for this purpose. Surveyors should be contacted directly for estimates related to these services.				
Municipal Reserves	Municipal Reserve (and other forms of reserves) may be taken at time of subdivision in accordance with the Municipal Government Act. Reserves may be required to be provided as either land or cash-in-lieu of land. The land's market value may be assessed/appraised to determine its value.				
Municipal Services	All costs associated with municipal services are (normally) the responsibility of the developer. This includes costs associated with municipal/regional services and franchise utilities. Some municipalities may require the payment of off-site levies at the time of subdivision or development to support local infrastructure and service delivery.				
Land Titles Office	The Land Titles Office of Service Alberta requires fees for the issuance of new titles. These fees are paid to the Land Titles Office when the survey instrument is submitted for registration. An Alberta Land Surveyor will be able to provide information about this process.				
Statutory Plan and/or LUB Amendments	Amendments to either the Municipal Development Plan (MDP), Area Structure Plan (ASP), and/or Land Use Bylaw (LUB) may be required when a proposed subdivision does not conform to the district or policies within one (or more) statutory plan or the LUB. Actual costs and timelines are dependent on the number of amendments required and complexity of the proposal.				
Professional Studies and Reports	For some subdivisions, additional information may be required depending on the characteristics of the site and the complexity of the subdivision. Additional information may be requested if: <ul style="list-style-type: none"> The site or proposal has considerations that may require Federal or Provincial approvals. It is necessary to determine the location and area of suitable building pocket(s). Examples of professional studies and reports include:				
	Geotechnical Report	Historic Resource Act Clearance or Approval	Wetland Assessment	Biophysical Assessment	Private Sewage Disposal System Inspection
	Real Property Report	Preliminary Engineering Study	Traffic Impact Assessment	Phase I and/or II Environmental Assessment	Top of Bank Definition by Survey



Request for Decision (RFD)

Meeting Date: May 28, 2026

Agenda Item: # 8.17

Topic: Request to Reduce the Maximum Speed Limit from 80km/hr. to 30km/hr. on Township Road 592 east of Range Road 190 and on Range Road 190 north of Township Road 592 and to make the intersection of Township Road 592 and Range Road 190 a 4-way stop.

Presented By: Jordan Ruegg, Director of County Services

-
- 1. That Smoky Lake County Council reduce the speed limit on Township Road 592 between Range Road 190 and Range Road 185, from 80 kilometers/hour to 30 kilometers/hour.**
 - 2. That Smoky Lake County Council reduce the speed limit on Range Road 190 between Township Road 592 and Highway 28, from 80 kilometers/hour to 30 kilometers/hour.**
 - 3. That Smoky Lake County Council convert the intersection of Township Road 592 and Range Road 190, from a 2-way stop intersection into a 4-way stop intersection.**

Background:

On May 8, 2026, administration received a request from the owners of the lands legally described as Plan 0627587, Block 1, Lot 1 (municipal address – 59213 Range Road 190) to reduce the speed limit on Township Road 592 east of Range Road 190 and on Range Road 190 north of Township Road 592, from the current 80 kilometers/hour to 30 kilometers/hour. Moreover, the owners also requested that the intersection of Township Road 592 and Range Road 190 be converted to a 4-way stop intersection; currently the intersection is a 2-way stop intersection (**Enclosure #1**).

The owners operate an archery range on the lands and are concerned for the safety of their patrons, many of whom are children. This is the rationale behind their request to both lower the maximum speed limit and convert the intersection to a 4-way intersection.

Benefits:

Increased public and traffic safety along the sections of Township Road 592 and Range Road 190 that would be subject to the reduced speed limit.

Disadvantages: N/A

Alternatives

1. Reduce the speed limit along the aforementioned sections of Township Road 592 and Range Road from 80 kilometers/hour to 50 kilometers/hour.
2. Do not lower the speed limit along the aforementioned sections of Township Road 592 and Range Road.
3. Do not convert the intersection

Financial Implications:

Costs related to the purchase and installation of signage = < \$1,000.00

Legislation:

Traffic Safety Act, R.S.A. 2000, c. T-6 – Section 106 & Section 108



Request for Decision (RFD)

Intergovernmental: N/A

Strategic Alignment: N/A

Enclosure(s):

1. Enclosure #1: Request to Reduce Speed Limit and Convert Intersection

Signature of the CAO: 

Jordan Ruegg

From: Deana Sonnleitner [REDACTED]
Sent: May 8, 2026 2:17 PM
To: Jordan Ruegg
Subject: Request for speed reduction and 4 way stop

Follow Up Flag: Follow up
Flag Status: Flagged

You don't often get email from info@prodigyarchery.ca. [Learn why this is important](#)

Good afternoon Jordan

We are writing you today to request a speed reduction to 30kms on TWP Rd 592 east of RR 190 & North from Twp Rd 592 on RR 190 to the main driveway of 59213 RR 190.

We are also requesting that the intersection of TWP Rd 592 & RR 190 be upgraded to a 4 Way stop instead of a 2 way.

The reason for these requests are safety concerns for our clients, their families and the Archery Range boundaries which run along these roads. There will be lots of children in the area even though we are fenced, children will be children. We will also have traffic coming from the Iron Horse Trail crossing the intersection to the parking area of the range.

Please see Ariel photo attached



Prodigy Archery





Request for Decision (RFD)

Meeting Date: May 28, 2026

Agenda Item: # 8.18

Topic: Natural Gas Request for Payment Arrangement

Presented By: Daniel Moric, Natural Gas Manager

That Smoky Lake County Council enter into a payment agreement with the property owner of Smoky Lake County Natural Gas account #100840.02, as per the email dated April 22, 2026.

Background:

Smoky Lake County Natural Gas account #100840.02 had arrears totaling \$4,678.10 as of April 30, 2026, of which \$1,547.25 consists of monthly service and penalty charges. According to Alberta Land Titles, the property is registered to two owners residing at separate addresses; however, natural gas invoices were sent to only one owner.

The account remained unpaid for 18 months and the service was locked off in December 2024 due to non-payment. The owner receiving the invoices was issued multiple warnings regarding the outstanding balance.

The second owner, who was not receiving the invoices, was only recently made aware of the arrears and has requested a payment arrangement of \$100 per month through automatic bank withdrawal.

The owner has also requested that no additional penalties be applied, should Council choose to approve that request. Natural gas service would remain locked off until the account is paid in full. As the service location is within the Village of Vilna, the outstanding balance cannot be transferred to property taxes.

Benefits:

Receiving payments on an account that could potentially be uncollectable.

Disadvantages:

Extended period to bring the natural gas account in good standing.

Alternatives

1. Negotiate an alternate payment plan.
2. Smoky Lake County Council refuse the proposed payment plan.

Financial Implications:

Delay in paying account in full, but able to collect on a potentially uncollectable account. Possible loss in penalty charges, if Council agrees to waive penalties.

Legislation: N/A

Intergovernmental: N/A



Request for Decision (RFD)

Strategic Alignment:

Service Delivery & Community Wellbeing – working with customers to help clear up accounts, so customer can continue to utilize gas service for future natural gas sales.

Enclosure(s):

- 1. Email from secondary owner of Smoky Lake County Natural Gas Account #100840.02, dated April 24, 2026**

Signature of the CAO: _____

From: [REDACTED]
To: [Daniel Moric](#)
Subject: Request for Payment Arrangement - Account 100840.02
Date: April 22, 2026 3:30:39 PM

You don't often get email from [REDACTED] [Learn why this is important](#)

Dear Smoky Lake Council,

I am writing regarding account 100840.02, which I have discovered is in default with an outstanding balance of approximately \$4,700. Unfortunately, due to the shared title, the bill was not reaching me, and I only became aware today that this amount was owed.

I would like to take immediate steps to bring this account back into good standing. To that end, I am requesting to establish a payment plan of \$100 per month through automated bank withdrawal, beginning as soon as possible.

I would also, please ask if the Council would consider pausing further penalties and interests accrual provided payments are made consistently under this arrangement. If partial forgiveness of penalties already applied could be considered, I would be grateful.

My intention is to address this balance responsibly and maintain consistent payments moving forward.

Thank you for your time and consideration.

Sincerely,

[REDACTED]



Request for Decision (RFD)

Meeting Date: May 28, 2026

Agenda Item: # 8.19

Topic: 20th Annual Federation Charity Golf Classic

Presented By: Daniel Moric, Natural Gas Manager

That Smoky Lake County Council register ___ number of golfers to attend the 20th Annual Federation Charity Golf Classic, on August 12, 2026, located at Red Tail Landing Golf Club.

Background:

Smoky Lake County has attended the Federation Charity Golf Classic's in the past years, with 4-8 Council and staff in attendance. In the more recent years, Smoky Lake County has chosen not to attend, but instead donate \$500 in 2024 to support MS Society of Canada and \$500 in 2025 to support STARS and HALO air ambulances.

Benefits:

Smoky Lake County would be supporting a charity that has a local impact. This also gives Council the opportunity to network with many people, as this is well attended by members of the Federation of Alberta Gas Co-ops, members of government at various levels, and companies who sponsor the tournament.

Disadvantages:

Location has changed from prior years. Past years it was held at Goose Hummock Golf Club, near Gibbons. Starting in 2025, it has been held at Red Tail Landing Golf Club, near the Edmonton International Airport.

Alternatives:

If there is no interest in attending, there is options for sponsorship, donations, and prize opportunities.

Financial Implications:

\$200 per golfer. \$385 for 2 golfers. \$750 for 4 golfers. Various levels of sponsorship, if interested.

Legislation: N/A

Intergovernmental:

Ability to network with various members of municipal, provincial, and federal governments from across the province.

Strategic Alignment:

Regional Collaboration



Request for Decision (RFD)

Enclosure(s):

- 1. Email from Emily Ewashko, Communications & Marketing Coordinator, Federation of Alberta Gas Co-ops Ltd. dated May 5, 2026**
- 2. 20th Annual Federation Charity Golf Classic invite**

Signature of the CAO: _____

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

From: [FedGas Communications](#)
Subject: 20th Annual Federation Charity Golf Classic Invite
Date: May 5, 2026 11:38:41 AM
Attachments: [image001.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)
[image006.png](#)
[image002.png](#)
[image009.png](#)
[2026 Golf Tournament Invite.pdf](#)

To FedGas, AFREA, and Water Federation Members, prior year golfers, and generous sponsors,

Mark **August 12, 2026** on your calendars and join us in raising money for a great cause! The **20th Annual Federation Charity Golf Classic** is held in partnership with the Alberta Federation of Rural Electrification Associations (AFREA), FedGas (Federation of Alberta Gas Co-ops Ltd.), and we are excited to be welcoming the Water Federation for the 2026 event.

Over 18 years, your generosity has helped us raise **over \$450,000** for MS Canada, and last year, we raised **\$40,000** for a new cause – the [STARS](#) and [HALO](#) Air Ambulances, who provide life-saving services to many of our rural and remote communities.

Sponsorship opportunities and registration are available by clicking on the link below. Additional information is available on the attached invitation. **This event is likely to sell out, both for golfers and for sponsors, so be sure to register soon!**

There are also other ways to support the cause beyond golfing and sponsorship, including purchasing raffle tickets to win a **Callaway Quantum Max Driver**, bidding on **silent auction items** during the event, or joining the online auction of a **signed Evan Bouchard Oilers jersey!** Full details on these can also be found here:

<https://birdease.com/fedgolfclassic>

We are happy to once again announce that we are able to accept *tap and contactless payments at the golf course* for purchases of mulligans, auction items, and raffle tickets/donations. While we are NOT able to accept this form of payment for registrations or sponsorship, we *ARE able to accept e-transfers* for these payments. E-transfers can be sent to federationgolftournament@afrea.ab.ca. Please make sure to send a confirmation email noting your name, organization, registrant names, and

sponsorship value (if applicable).

If you have any questions, please contact one of the event coordinators:

- Gillian White at (780) 416-3366 (gillian@afrea.ab.ca)
- Emily Ewashko at (780) 400-3022 (eewashko@fedgas.com)
- Owen Bennett at (780) 446-6941 (owen@abwaterco-op.com)

Thank you and hope to see you there!

FedGas Member Communications
c/o Emily Ewashko
Communications & Marketing
Coordinator

Federation of Alberta Gas Co-ops Ltd.

Desk: (780) 400-3022

Cell: (780) 203-0414

Reception: (780) 416-6543

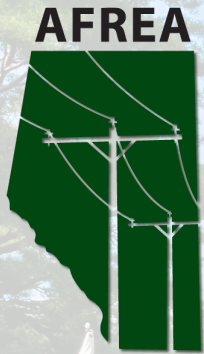
www.fedgas.com



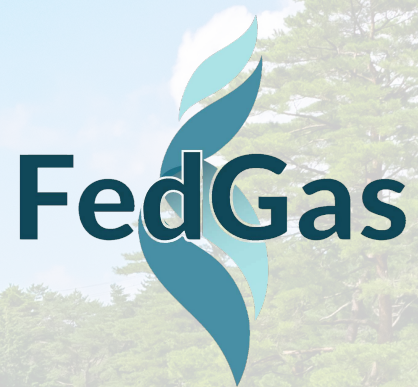
8429 24 Street NW, Edmonton, AB T6P 1L3

Cooperative Resilience for Rural Alberta's Natural Gas Systems

20th Annual Federation Charity Golf Classic



**WATER
FEDERATION**



◆◆

Wednesday, August 12, 2026

Red Tail Landing Golf Club
Edmonton International Airport, AB

Proudly Supporting



20th Annual Federation Charity Golf Classic

Registration & Sponsorship Opportunities:

birdease.com/fedgolfclassic

◆◆◆

Important Information

- Entry Fee: \$200 per Single Golfer
- Fee Includes: Green Fees, Cart, Breakfast, Food Holes, Lunch
- Sponsorship, Donation, and Prize Opportunities Available
- Red Tail Landing is Located at 435 Airport Perimeter Road #7

◆◆◆

Tentative Schedule

- 7:00 a.m. - 7:45 a.m. Registration & Breakfast
- 7:55 a.m. Golf Cart Parade to Starting Hole
- 8:00 a.m. Shotgun Start
- Approx. 2:00 p.m. BBQ Lunch & Speeches

(Registration & Breakfast and BBQ Lunch & Speeches will be held in the tournament building, on the south side of the parking lot.)



Request for Discussion (RFD)

Meeting Date: May 28th, 2026

Agenda Item: # 8.20

Topic: Unsold Tax Sale Properties

Presented By: Brenda Adamson, Finance Manager

Recommendation:

- 1) That Smoky Lake County Council register Roll 22010105 Lot 5 & 6, Block 1, Plan 1955CL under Smoky Lake County Tax Forfeiture due to non payment of property taxes.
- 2) That Smoky Lake County register Roll 27150120 Lot 20, Block 1, Plan 1039CL under Smoky Lake County Tax Forfeiture due to non payment of property taxes.
- 3) That Smoky Lake County register Roll 30190101 Lot 1, Block 1, Plan 7822612 under Smoky Lake County Tax Forfeiture due to non payment of property taxes.
- 4) That Smoky Lake County register Roll 30190107 Lot 7, Block 1, Plan 7822612 under Smoky Lake County Tax Forfeiture due to non payment of property taxes.

Background:

There are four properties from the 2025 tax sale that were not sold at auction.

- ✓ Tax roll 22010105 is a lot in Spedden that hasn't been paid since 2021. There were no bids at the sale. Taxes owing are \$15,067.62, this includes unpaid utilities that have been transferred to the tax account. The County has sent a notice of eviction to the residents of the property and advised the owner as well.
- ✓ Tax roll 27150120 is a lot in Bellis that hasn't been paid since 2021. There were no bids at the sale. Taxes owing are \$2,255.22.
- ✓ Tax roll 30190101 is a lot at Wayetenau Lake Subdivision that hasn't been paid since 2021. There were no bids at the sale. Taxes owing are \$7,870.53, this includes unpaid utilities that have been transferred to the tax account.
- ✓ Tax roll 30190107 is a lot at Wayetenau Lake Subdivision that hasn't been paid since 2021. There were no bids at the sale. Taxes owing are \$3,019.66.

When a property is not sold, Smoky Lake County Council has three options:

Option 1: Tax Forfeiture Title – the County does not purchase the property but registers its name on the title via a Tax Forfeiture Instrument. The county would have the ability to rent, lease or dispose of the property at a price as close to market value as possible. If the property is not disposed of under s. 425(1), the County can, 15 years following the date of the auction, request that the Registrar cancel the existing certificate of title from Tax Forfeiture to a certificate of title in the County's name. If we take title the property is exempt from future taxation under MGA s.362(1)(b) & we can dispose of the property in accordance with section 425.

Option 2: Clear Title – the County can acquire the property by depositing an amount equal to the reserve bid (market value into a separate account). The amount paid goes to the tax arrears and all costs and expenses as required under s. 427(2). The County must notify the previous owner if there is money remaining. The property is then the County's to do with as we wish.



Request for Discussion (RFD)

Option 3: Do nothing - Taxes continue to accrue and remain on the books as a growing liability. The County cannot dispose of the property or rent or lease it. This option doesn't allow the property to revert to the County after the 15 year time period.

Benefits:

When the County changes the title to tax forfeiture, we can then sell it through our normal process.

Disadvantages:

If we change the title through either option 1 or 2, the County will become responsible for the property. Extra costs may be incurred to remove buildings and maintain lots in the hamlets.

Financial Implications:

Registering the properties under Tax Forfeiture will allow Smoky Lake County to manage or dispose of the properties in accordance with the *Municipal Government Act*. The current outstanding taxes and transferred utility balances total \$28,213.03 across the four properties. If the properties are eventually sold, proceeds may be applied toward the outstanding tax arrears and related costs.

Legislation:

Municipal Government Act, RSA 2000, c. M-26

Municipal Government Act, Part 10, Division 8 – Tax Recovery

Municipal Government Act sections relating to tax arrears, notification requirements, reserve bids, public auction procedures, and redemption rights

Transfer of parcel to municipality

424(1) The municipality at whose request a tax recovery notification was endorsed on the certificate of title for a parcel of land may become the owner of the parcel after the public auction, if the parcel is not sold at the public auction.

(2) If the municipality wishes to become the owner of the parcel of land, it must request the Registrar to cancel the existing certificate of title for the parcel of land and issue a certificate of title in the name of the municipality. Right to dispose of parcel

(3) A municipality that becomes the owner of a parcel of land pursuant to subsection (1) acquires the land free of all encumbrances, except

(a) encumbrances arising from claims of the Crown in right of Canada,

(b) irrigation or drainage debentures,

(c) registered easements and instruments registered pursuant to section 69 of the Land Titles Act,

(d) right of entry orders as defined in the Surface Rights Act registered under the Land Titles Act,

(e) a notice of lien filed pursuant to section 38 of the Rural Utilities Act,

(f) a notice of lien filed pursuant to section 20 of the Rural Electrification Loan Act, and

(g) liens registered pursuant to section 21 of the Rural Electrification Long-term Financing Act.

(4) A certificate of title issued to the municipality under this section must be marked "Tax Forfeiture" by the Registrar.

425(1) A municipality that becomes the owner of a parcel of land pursuant to section 424 may dispose of the parcel



Request for Discussion (RFD)

- (a) by selling it at a price that is as close as reasonably possible to 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, licence or permit in respect of the parcel.
- (3) Repealed 1995 c24 s65

Intergovernmental:

The tax sale process requires coordination with external agencies and interested parties, including the Alberta Land Titles Office, legal representatives, and parties registered on title. Notifications must be provided in accordance with legislative requirements to ensure all interested parties are informed of the pending sale.

Strategic Alignment:

The process also demonstrates transparency and consistency in the administration of municipal taxation policies.

Enclosure(s):

1. *Map of property tax roll # 22010105*
2. *Map of property tax roll # 27150120*
3. *Map of property tax roll # 30190101*
4. *Map of property tax roll # 30190107*

Signature of the CAO:  _____



Request for Decision (RFD)

Meeting Date: May 28, 2026

Agenda Item: 8.21

Topic: Audit Services

Presented By: Brenda Adamson, Finance Manager

Recommendation:

That Smoky Lake County Council award audit services to JMD Group LLP for the years ending December 31, 2026, 2027, and 2028.

or

That Smoky Lake County Council advertises a Request for Proposal for audit services for the years ending December 31, 2026, 2027, and 2028.

Background:

JMD Group LLP has been the Smoky Lake County Auditor for over 15 years. They have provided the attached quote dated April 13, 2026, for audit services:

2026	\$52,000
2027	\$56,000
2028	\$60,000

The quote is based on there being no major changes to the County financial process, personnel and systems.

Because the quote is under the threshold for services, Council has the choice to accept it or to post a request for proposals. A draft Request for Proposal is attached for council review.

Benefits:

The benefits of staying with JMD Group LLP are that they know the County process and procedures from providing a more efficient audit process. As well, JMD Group LLP does the audit for the Foundation, the Water Commission and the MCC at the same time and the cost savings is passed on all organizations. This may be impacted by The Highway 28/63 Regional Water Services Commission decision to post a request for proposals for the next three years.

The benefits of accepting new proposals is that a new auditor provides a fresh pair of eyes when evaluating financial systems.

Disadvantages:

The disadvantage of staying with JMD Group LLP is the risk of familiarity.

The disadvantage of accepting new proposals is that the proposals could be higher than the quote from JMD Group LLP and JMD Group LLP may not provide a proposal. As well there will be a learning curve for the new auditor requiring more staff time during the audit.

Alternatives

1. Post Request for Proposals
2. Appoint JMD Group LLP as per the quote provided April 13, 2026



Request for Decision (RFD)

Financial Implications:

The 2026 budget for audit services is \$51,000.

Legislation:

Pursuant to Section 280 of the Municipal Government Act (MGA), Council is required to appoint one or more auditors for the municipality. The appointed auditor is responsible for examining the financial records and financial statements of the municipality and providing an independent audit opinion in accordance with generally accepted auditing standards. The appointment of an auditor ensures accountability, transparency, and compliance with provincial legislative requirements respecting municipal financial reporting and oversight.

Intergovernmental:

Not Applicable

Strategic Alignment:

Not Applicable

Enclosure(s):

1. Quote for Audit services from JMD Group LLP
2. Draft RFP for Audit Services

Signature of the CAO: _____

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



JMD Group LLP

CHARTERED PROFESSIONAL ACCOUNTANTS

8.21.1

Maurice R. Joly, CPA, CA*
Barbara K. McCarthy, CPA, CA*
Claude R. Dion, CPA, CA, CMA*
Richard R. Jean, CPA, CA*
Amie J. Anderson, CPA, CA*
Stephanie Ference, CPA, CA*

*Denotes Professional Corporation

April 13, 2026

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

Attention: Reeve and Council

Dear Sirs:

We have conducted the audit for the county since 2006.

We are aware that CPA Canada has proposed changes to the financial statement presentation requirements for 2027. Taking these changes into consideration, we propose to perform the audit for the next three years for the following fees, plus travel, disbursements and GST:

2026	\$ 52,000
2027	56,000
2028	60,000

However, if during the next three years there are other significant changes in reporting requirements, if there is a change in key financial personnel (i.e. Brenda leaves) or if there is a change in the county's financial reporting program, we would expect to be compensated for any additional time at our standard rates.

Please do not hesitate to contact the writer if you have any questions regarding this quotation.

Yours very truly,

JMD Group LLP
Chartered Professional Accountants

Barbara McCarthy, CPA, CA

SMOKY LAKE COUNTY



REQUEST FOR PROPOSAL (RFP)

RFP 202605: AUDIT SERVICES

PART 1:GENERAL

1.1 Invitation to Proponents

Proponents are invited to submit proposals for the provision of professional contracted audit services for a three (3) year period covering the fiscal years ending December 31, 2026 through December 31, 2029 as specified in this Request for Proposal (RFP).

1.2 RFP Amendments

Smoky Lake County reserves the right to amend the RFP documents and addenda up to 48 hours prior to the RFP closing date and time. Any changes to this document will be communicated to all involved proponents, in writing, as an addendum.

1.3 Proposal Submission

Proponents are requested to submit their proposal by July 30, 2026, at 2:00:00 pm to:

Smoky Lake County
Box 310
Smoky Lake, Alberta T0A 3C0
ATTENTION: Brenda Adamson, Finance Manager
Email: badamson@smokylakecounty.ab.ca

1.4 Withdrawal of Proposals

A proponent may withdraw a submitted proposal at any time up to the submission deadline by submitting a signed letter of withdrawal to the proposal submission address noted above.

1.5 Schedule of Events

RFP Issue Date:	May 31, 2026
RFP Closing Date:	July 30, 2026
Evaluation of Proposals	July 31 to August 14, 2026
Selection of Preferred Vendor:	August 27, 2026

2. INFORMATION

2.1 Organizational Information

Smoky Lake County is a rural Municipality North East of Edmonton.

Summary of Financial Information

- I. Smoky Lake County uses Great Plains/ Diamond Financial Software
- II. The 2026 operating budgeted expenses are \$18,553,704
- III. The 2026 capital budgeted expenses are \$6,491,482
- IV. 2025 audited financial statements are available at <https://www.smokylakecounty.ab.ca/financedocs>

2.2 Scope of Work

The auditor will be responsible for the following:

- I. Performing an annual audit in accordance with generally accepted accounting standards as defined in the Canadian Institute of Chartered Accountants handbook as well as Public Sector Accounting Board requirements.
- II. Providing the following annual audited financial statements:
 - I. Smoky Lake County Natural Gas Department
 - II. Smoky Lake County Consolidated Statements
- III. Providing an annual Auditor's Report on Compliance with the Local Authorities Pension Plan.
- IV. Providing Audited statements and/or accounting reviews for government grant programs as required.
- V. Providing recommendations on internal controls and related procedures.
- VI. Issuing financial reports in connection with statutory financial reporting to the province and other established special agreements by appropriate deadlines.
- VII. Presenting the audited financial statements at a Council meeting.
- VIII. Communicating immediately upon discovery of information or conditions that could lead to the inclusion of a qualified opinion with respect to the financial statements and allow reasonable time for staff to make an investigation, analyze, report, and take corrective action to avoid the inclusion of such qualification.

2.2 Insurance

The Proponent must maintain the following insurance policies:

- I. Commercial General Liability Insurance policy for bodily injury (including death) and property damage in an amount of not less than Two Million Dollars (\$2,000,000) inclusive limit for any one occurrence
- II. A Professional Liability insurance policy for damages arising out of errors, omissions, or negligent acts by or on behalf of the Contractor in providing professional services of not less than Two Million Dollars (\$2,000,000)

3. SUBMISSION REQUIREMENTS

3.1 Company Profile

Include a brief description of the company, purpose and history.

- I. State the size of the company including the number of partners and designated professionals

3.2 Approach

- I. Outline how you plan to approach the audit, including a timeline of events.

3.3 Fee Proposal and Audit Team

- I. Provide an overview of the key representatives who will be charged with this project.
- II. Outline the projected audit team makeup
- III. Provide corresponding hours allocated to complete the audit and present the financial report to the board.
- IV. Provide a fee schedule and a proposed schedule of billing dates for the three contract years.

3.4 Conflict of Interest Disclosure

- I. Proponents must describe any conflict of interest, or potential conflict of interest that may be present for the Proponent, agents, or subcontractors.

3.4 Mandatory requirements

- I. Submission form Appendix B completed and signed by an authorized representative.
- II. List of references

4. EVALUATION OF PROPOSALS

The Smoky Lake County reserves the right to accept or reject all proposals. The County reserves the right to accept a submission other than the lowest price submission without stating reasons. By the act of submitting a response to this RFP, the proponent waives any rights to contest in any legal proceeding or against the right of the Smoky Lake County to award the work to any proponent in its sole discretion.

4.1 Evaluation Criteria

The proposals will be evaluated below with minimum thresholds. If a proponent does not meet a minimum threshold, it will not proceed to the next stage of the evaluation process.

Category	Maximum Points	Minimum Threshold
Experience and Qualifications	40	25

Pricing	40	
References	20	10
	100	

The Smoky Lake County reserves the right to accept or reject all proposals.

APPENDIX B: SUBMISSION FORM

1. Proponent Information

- Full legal name
- Full address
- Phone number
- Company Website (if any)
- RFP contact person title
- Email address

2. Acknowledgement of Non-binding Procurement Process

The proponent acknowledges that the RFP process will be governed by the terms and conditions of the RFP, and that, among other things, such terms and conditions confirm that this procurement process does not constitute a formal legal binding process, and that there will be no legal relationship or obligations created until the Smoky Lake County and the selected proponent have executed a contract.

3. Ability to provide deliverables

The proponent has carefully examined the RFP documents and has clear and comprehensive knowledge of the deliverables required under the RFP. The proponent represents and warrants its ability to provide the deliverables required under the RFP in accordance with the requirements of the RFP for the rates set out in the rate bid form and has provided a list of any subcontractors to be used to complete the proposed contract. The proponent encloses herewith as part of the proposal the mandatory forms:

Appendix B Submission Form
references with contact information

4. Proof of Insurance

5. Addenda

The proponent is deemed to have read and accepted all addenda issued by the Commission prior to the deadline for issuing the addenda. The onus remains on the proponents to make any necessary amendments to their proposal based on the addenda.

6. Conflict of Interest

The proponent declares that any conflict of interest has been disclosed.

Smoky Lake County Request for Proposal for Audit Services

7. Disclosure of Information

The proponent hereby agrees that any information provided in this proposal, even if it is identified as being supplied in confidence, may be disclosed where required by law or if required by order of a court or tribunal. The proponent hereby consents to the disclosure, on a confidential basis, of this proposal by the Commission to the Commission's advisors for the purpose of evaluating or participating in the evaluation of this proposal.

Organization

I have the authority to bind the

Signature of Witness
Representative

Signature of Proponent

Name of Witness

Name and Title

Date



Request for Decision (RFD)

Meeting Date: May 28, 2026

Agenda Item: 8.22

Topic: May request to write off property tax penalties

Presented By: Brenda Adamson, Finance Manager

Recommendation:

Motion #1 That Smoky Lake County deny the March 24, 2026, request to waive \$816 tax penalties on tax roll #40341002, NW 10-59-18.

Motion #2 That Smoky Lake County deny the April 7, 2026, request to waive \$711.89 tax penalties on tax roll #34240120, Lot 20, Block 1, Plan 8022990.

Background:

Tax penalties were levied on March 1, 2026.

Tax roll 40341002 – the owner was making payments to the TD bank as part of the mortgage agreement. TD has discontinued the program; however, the owner was not aware of the changes. She thought TD had paid the taxes until receiving a penalty notification in March. The taxes were paid March 25, 2026, leaving a balance owing of \$816.00 (November and March penalties). In previous years, taxes were paid before October. The request is to forgive \$816.00.

Tax roll 34240120 – the owner purchased the property in July. Smoky Lake County received a title change on October 3, 2025. The owner did not realize the taxes were not paid for the year. He paid the taxes on April 1, 2026, leaving a balance owing of \$711.89 (November and March penalties). The request is to forgive \$711.89.

Administration only recommends waiving penalties when the penalties have been levied because of a clerical error. In these cases, it was not administration error, but it was due to circumstances out of the taxpayer's control.

Benefits:

Rejecting the requests to waive penalties reaffirms that property owners are responsible for knowing when taxes are due and ensuring that they pay their property taxes by that date.

Disadvantages:

Rejecting the requests to waive penalties will disappoint the property owners

Alternatives

1. Waive some of the penalties
2. Waive all of the penalties.

Financial Implications:

Any penalties that are waived will decrease Smoky Lake County revenues by that amount.



Request for Decision (RFD)

Legislation:

Municipal Government Act, Revised Statutes of Alberta 2000 Chapter M-26

Deemed receipt of tax notice.

337 A tax notice is deemed to have been received 7 days after it is sent.

Cancellation, reduction, refund or deferral of taxes

347(1) If a council considers it equitable to do so, it may, generally or with respect to a particular taxable property or business or a class of taxable property or business, do one or more of the following, with or without conditions:

- (a) cancel or reduce tax
- (b) cancel or refund all or part of a tax.
- (c) defer the collection of a tax.

Intergovernmental:

Not Applicable

Strategic Alignment:

Not Applicable

Enclosure(s):

1. *Letter requesting penalty waiver on tax roll
40341002*
2. *Letter requesting penalty waiver on tax roll
34240120*

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

Signature of the CAO: _____

From: Jo [REDACTED]
Cc: CAO
Subject: Penalty Waiver Request & TIPP Enrollment
Date: March 24, 2026 6:26:55 PM

You don't often get email from jolenedejager123@gmail.com. [Learn why this is important](#)

Dear Smoky Lake County Council and Tax Department,

I am writing to formally request the **cancellation of all late payment penalties** applied to my 2025 property tax account.

The original tax amount of **\$2,833.31**, due **October 31, 2025**, was not paid by the deadline because my mortgage lender, **TD Bank**, discontinued paying property taxes on my behalf **without my knowledge**. For several years, my property taxes had been paid automatically through my mortgage, and I was not properly notified that this service had stopped.

After discovering the issue, I contacted TD Bank and was advised that **no notification was provided by email, phone call, or through online banking**. TD indicated that notification was sent **only by regular mail in February 2026**, which I did **not receive**. As a result, I was unaware that the October 31 deadline had been missed.

Because I believed my taxes were being handled as they had been in previous years, a **12% penalty was applied on November 1, increasing the balance to \$3,173.30**. A **further penalty of \$476 was added on March 1**, solely because the account already carried a penalty balance.

This situation was an honest **Error in Fact**, not a willful late payment. Had I known that TD Bank had stopped paying the taxes, I would have paid the original amount of **\$2,833.31 on time**. Once I became aware of the issue, I took steps to address it immediately and have now resolved the matter.

I respectfully request that Council consider these circumstances and **waive all penalties applied to my account**, as permitted under the Municipal Government Act. I just received the penalty invoice in the mail. I will pay the original amount of \$2,833.31 online now, and I also ask for a TIPP form to enroll and prevent any other misunderstandings. I am enrolled in automatic deposit for my utilities.

This is my Roll number: **40341002**

Kind regards,
[REDACTED]

From: [Carleigh Danyluk](#)
To: [Brenda Adamson](#)
Subject: [REDACTED] property taxes
Date: April 7, 2026 9:05:51 AM

From: [REDACTED]
[REDACTED] 1, 2026 3:55 PM
To: Carleigh Danyluk <cdanyluk@smokylakecounty.ab.ca>
Subject: [REDACTED] property taxes

You don't often get email from [REDACTED] [ca. Learn why this is important](#)

To, Members of Smoky Lake County

Hello, my name is [REDACTED] and I recently moved to your lovely county last Aug 2025. I recently received a property tax assessment, which included a past due penalty amount of \$415.27.

This was the first piece of correspondence that I had received from the county regarding this matter, so I was completely unaware my taxes were due.

While I have currently paid the property tax balance of \$2471.84, I would ask the esteemed members of council to please waive the penalty amount, given the circumstances.

Thank you for your consideration on this matter.

Your friend,

[REDACTED]
[REDACTED]



Request for Decision (RFD)

Meeting Date: May 28, 2028

Agenda Item: # 8.23

Topic: Designation of the Privacy Officer

Presented By: Chief Administrative Officer - Chyenne Shaw

Recommendation(s):

That Smoky Lake County Council appoints Evonne Zukiwski as the Privacy Officer for Smoky Lake County, effective May 28, 2026, pursuant to the *Protection of Privacy Act*.

Background:

Under section 25 of the *Protection of Privacy Act* (POPA), all public bodies in Alberta are required to establish and implement a Privacy Management Program (PMP). A PMP is an organization-wide framework designed to support compliance with privacy legislation, reduce the risk of privacy breaches, guide employees in the appropriate handling of personal information, and demonstrate organizational accountability. As part of the Privacy Management Program, the head of a public body must designate one or more individuals to serve as the Privacy Officer for the organization.

Benefits:

- Establishes a designated individual responsible for coordinating and overseeing compliance with POPA, ensuring privacy obligations are consistently managed across the organization.
- Provides identifiable contact for privacy inquiries, complaints, and access requests, improving clarity for both staff and the public.

Disadvantages: N/A

Financial Implications:

- Fines (up to \$1 million) can be levied against the municipality for the misuse of data or personal information.

Legislation:

- Protection of Privacy Act (POPA)

Intergovernmental:

Ministry of Technology and Innovation, Government of Alberta

Strategic Alignment:

Workforce Development

Enclosure(s):

Signature of the CAO: _____

A handwritten signature in blue ink, appearing to read "Chyenne Shaw", written over a horizontal line.



Request for Decision (RFD)

Meeting Date: Thursday, May 28, 2026

Agenda Item: # 8.24

Topic: Substance Use Policy

Presented By: Jasmine Schaub, HR/Safety Manager, Deputy DEM

Recommendation:

That the Smoky Lake County Council amend Policy HR-11 as presented.

Background:

Smoky Lake County currently has an existing Drug and Alcohol Policy; however, a review identified that the policy requires updating to align with current legislation, human rights requirements, and best practices.

The revised policy has been developed to reflect modern workplace standards, including updated provisions related to substance use, impairment, privacy, and accommodation. In particular, the policy clearly recognizes substance dependency as a potential disability under human rights legislation and incorporates the County's duty to accommodate to the point of undue hardship.

The updated policy also establishes a clear and legally defensible framework for managing impairment in the workplace, including the use of alcohol and drug testing where appropriate. Testing provisions are limited to specific circumstances, such as reasonable suspicion, post-incident situations, return-to-work agreements, and, where appropriate, for safety-sensitive positions during the hiring process. Random testing is not included, recognizing the legal and human rights risks associated with arbitrary testing.

Additional measures have been incorporated to support both employee safety and organizational accountability, including requirements for objective documentation, prohibition of discriminatory decision-making, and implementation of safe transportation arrangements for employees who are deemed unfit for duty.

Benefits:

- Ensures compliance with Alberta Occupational Health and Safety requirements and human rights legislation
- Provides a clear and consistent framework for managing impairment in the workplace
- Reduces organizational risk related to liability and workplace incidents
- Supports employees through a clear duty to accommodate process
- Enhances safety across all departments, particularly in safety-sensitive roles
- Improves manager clarity and consistency when responding to potential impairment
- Aligns with current municipal best practices

Disadvantages:

- Requires initial communication and training for supervisors and staff
- May require additional administrative time for documentation and implementation



Request for Decision (RFD)

Alternatives

Maintain the existing Drug and Alcohol Policy (**Not recommended, as the current policy does not fully align with current legislation and best practices**)

Financial Implications:

Minimal financial impact is anticipated.

Potential costs may include:

- Supervisor training and policy implementation
- Occasional third-party testing costs when required
- Transportation costs associated with safe ride arrangements

These costs are expected to be minimal and on an as-needed basis.

Legislation:

- Alberta Occupational Health and Safety Act, Regulation and Code
- Alberta Human Rights Act
- Canadian Criminal Code
- Alberta Protection of Privacy Act

Intergovernmental: There are no intergovernmental involvement and/or implications related to or affecting the recommendation.

Strategic Alignment: The proposed Substance Use Policy aligns with Smoky Lake County's Strategic Plan by supporting safe and reliable service delivery, strengthening workforce accountability, and promoting employee well-being. The policy contributes to the County's goals of delivering high-quality services, maintaining a skilled and resilient workforce, and ensuring safe and healthy communities.

Enclosure(s):

1. Draft Policy HR-11 Substance Use

Signature of the CAO: _____

A handwritten signature in blue ink, appearing to read "C. H. ...", is written over a horizontal line.



Smoky Lake County Policy

8.24.1

Title:	Substance Use	<u>Policy #</u>	<u>Version</u>
Category:	Human Resources (HR)	HR-04	02

LEGISLATIVE REFERENCE:

This policy is guided by:

- Alberta Occupational Health and Safety Act, Regulation and Code
- Alberta Human Rights Act
- Canadian Criminal Code
- Protection of Privacy Act
- Applicable collective agreements in force

PURPOSE: The purpose of this policy is to promote a safe, healthy, and productive workplace by addressing risks associated with substance use while respecting employees’ rights, privacy, and the County’s duty to accommodate under applicable legislation.

STATEMENT: Smoky Lake County is committed to ensuring all employees are fit for duty and able to perform their work safely. The County recognizes that substance dependency may constitute a disability and will meet its duty to accommodate employees to the point of undue hardship. The County will not tolerate impairment in the workplace or during County business but will support employees in seeking assistance and recovery without fear of discrimination.

All employees share responsibility for maintaining a safe work environment, including reporting fit for duty and identifying situations where safety may be compromised.

SCOPE: This policy applies to all Smoky Lake County employees, contractors, volunteers, and elected officials while performing work on behalf of the County or representing the County in any capacity. This includes all work locations, County-owned property, job sites, vehicles, and any off-site activities where an individual is acting on behalf of the County.

OBJECTIVE: The objective of this policy is to ensure that all employees are fit for duty and able to perform their work safely, to prevent workplace incidents related to impairment, and to provide clear expectations regarding substance use. This policy also aims to support early identification and assistance for employees experiencing substance dependency, while ensuring compliance with occupational health and safety requirements, human rights obligations, and privacy legislation. Additionally, it establishes fair and reasonable processes for managing impairment and, where necessary, conducting alcohol and drug testing.

DEFINITIONS:

- “Alcohol and Drug Testing”:** A process conducted by a qualified third-party provider to detect the presence of alcohol or drugs in an individual’s system through accepted testing methods.
- “Impairment”:** A temporary or ongoing reduction in an individual’s physical, cognitive, or psychological ability that affects their capacity to perform work safely and effectively due to the use of substances.
- “Reasonable Suspicion”:** A belief, based on specific, contemporaneous, and observable indicators, that an employee may be impaired. Reasonable suspicion must be objective and shall not be based on assumptions, stereotypes, or personal beliefs.



- d. **“Substances”**: Includes alcohol, cannabis, illicit drugs, prescription medications, and over-the-counter medications that may impair an individual’s ability to perform work safely.
- e. **“Fit for Duty”**: A state in which an individual is physically, mentally, and cognitively capable of performing assigned duties safely and without impairment.
- f. **“Substance Dependency”**: A medically recognized condition characterized by reliance on substances which may impact an individual’s ability to perform work and may require accommodation under human rights legislation.
- g. **“Safety-Sensitive Position”**: A position in which impairment could result in a significant risk of harm to the employee, coworkers, the public, property, or the environment.
- h. **“Unfit for Duty”**: A condition where an employee is unable to safely perform work due to impairment or other limitations.
- i. **“Accommodation”**: A process of modifying duties, schedules, or work conditions to enable an employee with a disability, including substance dependency, to perform work, up to the point of undue hardship.
- j. **“Incident / Near Miss”**: An unplanned event that results in, or could have resulted in, injury, damage, or harm.
- k. **“Prescription Medication”**: Medication prescribed by a licensed medical practitioner.
- l. **“Over-the-Counter Medication”**: Medication available without a prescription that may affect safe work performance.
- m. **“Third-Party Provider”**: An independent organization engaged to conduct testing in accordance with recognized standards.

	<u>Date</u>	<u>Council Resolution #</u>	<u>Version</u>
Adopted	August 29, 2019	Motion # 1044-19 – Page #13767	01
Amended			
Reviewed			



GUIDELINES & PROCEDURE:

1. GENERAL EXPECTATIONS

Employees shall:

- Report fit for duty at the start of each shift and remain fit for duty throughout the duration of their work
- Not report to work or remain at work while impaired
- Not use, possess, distribute, or sell substances or related paraphernalia while working, while on County premises, or while conducting County business
- Immediately notify their manager if they are unfit for duty or become unfit for duty during the course of their work

The use of prescription or over-the-counter medication is permitted, provided it does not impair an employee's ability to safely perform their work. Employees are responsible for understanding the effects of any medication they are taking and must disclose any potential safety impacts where applicable.

2. DUTY TO ACCOMMODATE

Smoky Lake County recognizes substance dependency as a potential disability and is committed to accommodating employees in accordance with applicable human rights legislation.

- Employees are encouraged to voluntarily seek assistance where substance use may affect their work
- Disclosure of a substance dependency will be treated confidentially and will initiate an accommodation process
- The County will work collaboratively with the employee and, where applicable, their union representative to determine appropriate accommodations
- Accommodation will be provided up to the point of undue hardship
- Employees are expected to actively participate in and comply with treatment programs, accommodation plans, and return-to-work agreements

Failure to comply with accommodation requirements or policy expectations may result in disciplinary action.

3. TESTING

Smoky Lake County recognizes that alcohol and drug testing is an intrusive measure and will ensure that any testing conducted under this policy is reasonable, necessary, and proportionate to the safety risk being addressed, and is carried out in a manner that respects employee rights, privacy, and dignity.

Testing will not be conducted randomly, except where legally permissible and where such testing can be justified for safety-sensitive positions under clearly defined and defensible circumstances.

Where employees are represented by a union, the application of this policy will be consistent with the applicable collective agreement, and employees will be advised of their right to union representation in accordance with established practices.



4. REASONABLE SUSPICION TESTING

Smoky Lake County may require an employee to undergo alcohol and/or drug testing where there is reasonable suspicion that the employee is impaired while on duty or performing County business.

Reasonable suspicion must be established in a manner that is objective, evidence-based, and directly connected to workplace safety.

a. Required Criteria

Before requiring testing, the following conditions must be met:

- There are specific, current, and observable indicators of possible impairment
- Observations are documented as soon as reasonably practicable
- There is a clear and demonstrable connection to a safety risk involving the employee, other workers, the public, or property
- Where practicable, observations are corroborated by a second trained individual

b. Examples of Objective Indicators

Examples of indicators that may support reasonable suspicion include, but are not limited to:

- Slurred or incoherent speech
- Unsteady movement, loss of coordination, or difficulty maintaining balance
- Odour of alcohol or drugs
- Erratic, aggressive, or unusual behaviour
- Significant and unexplained deterioration in work performance
- Confusion, disorientation, or inability to follow instructions
- Involvement in a near miss, unsafe act, or incident

These indicators must be assessed collectively and in context. A single indicator, in isolation, may not be sufficient to establish reasonable suspicion.

c. Prohibited Grounds for Testing

Reasonable suspicion shall not be based solely on:

- Personal beliefs, assumptions, or perceptions
- Rumours, hearsay, or unverified information
- An employee's history of substance use or dependency
- Disclosure of a medical condition or participation in treatment
- Personality conflicts or interpersonal issues
- Performance concerns that are not related to potential impairment

d. Documentation Requirements

Managers must document:



- The date, time, and location of observations
- Specific behaviours or indicators observed
- Names of individuals who observed or corroborated the behaviour
- Actions taken, including removal from duties and any follow-up steps

Documentation must be objective, factual, and free from opinion, assumption, or speculation.

e. Immediate Actions

Where reasonable suspicion exists:

- The employee will be removed from work duties immediately
- A safe means of transportation will be arranged
- The employee will be informed of the concerns and next steps
- Testing may be initiated in accordance with this policy
- The situation will be handled respectfully and confidentially

f. Refusal to Test

Refusal to comply with a required test, where reasonable suspicion has been established in accordance with this policy, may result in disciplinary action, up to and including termination.

5. POST-INCIDENT TESTING

Alcohol and/or drug testing may be required following a significant incident or near miss where impairment may have been a contributing factor, unless there is a reasonable basis to conclude that impairment was not involved.

6. RETURN-TO-WORK TESTING

Alcohol and/or drug testing may be required as part of a return-to-work or accommodation plan where an employee has disclosed substance dependency or where such conditions are necessary to support safe reintegration into the workplace.

7. PRE-EMPLOYMENT TESTING

Smoky Lake County may require pre-employment alcohol and drug testing for safety-sensitive positions where it is reasonable and justifiable based on the nature of the work.

Candidates will be informed in advance where testing is part of the hiring process, and all results will be handled in a confidential manner in accordance with applicable privacy legislation.

8. FIT FOR DUTY RESPONSE

Where an employee is determined to be unfit for duty:

- The employee will be immediately removed from work duties
- Safe transportation will be arranged where necessary
- The situation will be reviewed, and appropriate follow-up actions will be taken, which may include investigation, accommodation, or disciplinary processes



9. SAFE TRANSPORTATION

Where an employee is determined to be unfit for duty, Smoky Lake County will take reasonable steps to ensure the employee is transported safely from the workplace.

Employees who are suspected or confirmed to be impaired will not be permitted to operate any vehicle or equipment, including personal vehicles

A manager, supervisor or designated representative will arrange for safe transportation, which may include:

- Transportation to the employee's residence
- Transportation to a medical facility, if required
- Transportation to a testing facility, where applicable

The method of transportation will be determined at the discretion of the County based on the circumstances and location.

Employees are expected to cooperate with transportation arrangements made for their safety and the safety of others.

Where necessary, the County reserves the right to take additional steps to prevent an employee from operating a vehicle while impaired.

10. CONFIDENTIALITY

All personal and medical information collected under this policy will be treated as confidential and will be handled in accordance with the Alberta Protection of Privacy Act and applicable County policies.

Information will be limited to what is reasonably necessary to address workplace safety concerns and administer this policy. Disclosure will be restricted to authorized individuals who require the information to perform their duties.

11. VIOLATIONS AND DISCIPLINE

Violations of this policy may result in disciplinary action up to and including termination of employment.

Disciplinary action will be applied in a manner that is fair, consistent, and in accordance with the County's progressive discipline practices and any applicable collective agreement provisions.

Seeking assistance for substance dependency does not exempt an employee from disciplinary action where policy violations have occurred.



SUBSTANCE USE POLICY ACKNOWLEDGEMENT

I acknowledge that I have received, read, and understand the Smoky Lake County **Substance Use Policy**.

I understand that:

- I am required to report to work **fit for duty** and remain fit for duty throughout my shift
- I must comply with all expectations outlined in the policy regarding substance use and impairment
- I have a responsibility to **work safely** and to notify my supervisor if I am unable to do so
- Failure to comply with this policy may result in **disciplinary action**, up to and including termination of employment
- Smoky Lake County is committed to supporting employees, including providing **accommodation where required**, in accordance with applicable legislation

I understand that it is my responsibility to seek clarification from my supervisor or Human Resources if I have any questions regarding this policy or my responsibilities.

This acknowledgement will be retained in the employee's personnel file.

By signing below, I confirm that I understand my obligations under this policy and agree to comply with its requirements.

Employee Information

Employee Name (Print): _____

Position: _____

Department: _____

Signature: _____

Date: _____

Human Resources/Safety Representative

Name (Print): _____

Signature: _____

Date: _____

ACTION ITEM LIST

2025

Legend			Meeting Date			
			Completed			
			In Progress			
			Assigned to	Due Date	Status	Comments
MOTION NO.	RESOLUTION	Assigned to	Due Date	Status	Comments	
460-25 Halisky	That Smoky Lake County directs the Administration to assess the repairs needed on the existing quad and fitting it for use for future use of the Community Peace officer.	Community Peace Officer		Completed	Lights are ordered and will be installed.	
8-May-25						
12-Jun-25						
28-Aug-25						
4-Sep-25						
11-Sep-25						
25-Sep-25						
811-25 Halisky	set pr	Legislative Services / Executive Services		Completed	Meeting to be set up with the Planning department, Exec Services, Peace Officer and the Interim CAO. Meeting was held and a RFD will be brought to the March Committee of the Whole Meeting	
9-Oct-25						
9-Oct-25	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 Wawrynchuk (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.	Public works/ Planning and Development/ Executive Services		Completed	Policy No. 62-13: Surface Lease of Municipally-Owned Lands was amended at the February 26, 2026 Council meeting. The Director of County Services has sent the lease documents to the applicant and is awaiting signature by the applicant and payment of lease fee.	
856-25: 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.	Public Works		In Progress	GIS has updated web map to prepare for PW to update the road categories. Public Works are working on a plan to inspect each road and will be brought to a 2026 Meeting, upon completion of the inspections. (This will not be completed until Spring 2026.) This will be brought to you in June 2026	
30-Oct-25						
10-Nov-25						
14-Nov-25						
27-Nov-25						

1009-25 Halisky	That Smoky lake County Council defer the Letter regarding Appreciation and Request for Assistance received on October 21, 2025, on behalf of the Canadian Youth Friendship Society of Edmonton, to the next Council meeting for further information.	Public Works/Finance		In Progress	Finance has sent an email with the information requests from Council PW needs to inspect the location to determine the extent of and the cost of the work requested.
1-Dec-25					
18-Dec-25					

ACTION ITEM LIST

2026

Legend		Meeting Date
		Completed
		2027 Budget Consideration
		In Progress

MOTION NO.	RESOLUTION	Assigned to	Status	Comments
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8-Jan-26

20260108-007 Halisky	That Smoky Lake County Council defer the Roadway License Agreement with Jeremy Tchir, for the purposes of utilizing the undeveloped government road allowances as shown on the attached map, for the grazing of cattle, expiring on December 31, 2030, unless otherwise terminated sooner Furthermore, direct Administration to bring Policy #03-44, Roadway License Agreement, with amendments to reflect the fee schedule at the February Committee of the Whole Meeting.	Planning and Development / Ag Services	Completed	Policy #03-44 Roadway License Agreement was rescinded at the February 26, 2026 Council meeting as it is redundant with Policy AG-08: Agricultural Use of Municipal Right-of-Ways. The AG Fieldman will be processing the request for a Roadway License as per Policy AG-08.
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20260108-012 Serben	That Smoky Lake County Council direct Administration to bring back Policy # 13-01 to the next Committee of the Whole Meeting in early February and defer all payment owing pursuant to the lease agreement until the Policy # 13-01 is amended and to notify the Land Lessee.	Planning and Development	In Progress	Policy #13-01 was amended at the February 26, 2026 Council meeting. The Planning and Development Manager is working with the Leese to sign the Lease Agreement.
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27-Jan-26

Resolution No: 20260127-051	That Smoky Lake County Council accept the email forwarded from Reeve Lukinuk, regarding A large-scale, phased AI data center as information and direct administration to bring the topic back to future Council meeting for discussion.	Reeve	In Progress	Awaiting further information
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Resolution No: 20260127-054	That Smoky Lake County Council acknowledge receipt of the email dated, January 20th, 2026, from Don Cooper forwarded from Councillor Barker as information and furthermore direct administration to work with Canada Post and approve site selection option one.	Planning and Development / Enviro Ops Manager / Public Works	In Progress	The Planning and Development Manager has sent a letter and a Hold Harmless Agreement, dated March 4, 2026, to Ron Cooper, regarding Canada Post's request to located a Community Mailbox (CMB) on the lands legally described as Plan 2957MC, Block B. The Planning and Development Manager will provide a further update once the Hold Harmless Agreement has been signed by both parties.
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26-Feb-26**26-Mar-26**

Serben- Resolution No: 20260326-163	That Smoky Lake County Council add Portage College to the next Joint Smoky Lake County and Town of Smoky Lake meeting to further discuss opportunities with Portage College.	Legislative Services	Completed	Added to the Joint Town and County Agenda as a discussion item. (April 20)
Kully - Resolution No: 20260326-174	That Smoky Lake County Council give Bylaw No. 1500-26 Third Reading.	Director of County Services/Legislative Services	Completed	Bylaw received signatures and was posted to the website on Thursday, April 30th, 2026
Resolution No: 20260326-180	That Smoky Lake County Council give Bylaw No. 1502-26 Noise Bylaw Third Reading with amendments to adding reference to the Smoky Lake County Dog Control Bylaw No. 1344-19.	Director of County Services/Legislative Services	Completed	Bylaw received signatures and was posted to the website on Tuesday, May 12th, 2026
Barker - Resolution No: 20260326-181	That Smoky Lake County Council approve Policy HR-10 with the amendment of adding internally and externally to the job posting section.	Human Resources/Legislative Services	Completed	
Halisky - Resolution No: 20260326-182	That Smoky Lake County Council adopt Policy HR-08 with the amendments to adding a definition to Supervisor.	Human Resources/Legislative Services	Completed	
Barker - Resolution No: 20260326-183	That Smoky Lake County Council approve Policy FIN-07 - Corporate Credit Card Policy as presented.	Finance/Accounts Payable/Legislative Services	Completed	
Kully - Resolution No: 20260326-184	That Smoky Lake County Council approve Policy FIN-16 as presented.	Finance/Accounts Payable/Legislative Services	Completed	
Halisky- Resolution No: 20260326-185	That Smoky Lake County Council defer the Hazard, Risk and Vulnerability Assessment (HRVA) 2025 Report to the Regular Council Meeting on April 16th, 2026.	DEM / Deputy DEM	In Progress	Will be presented at the next Emergency Management Committee Meeting
Halisky - Resolution No: 20260326-190	That Smoky Lake County approve the Family and Community Support Services Grant Policy #08-17-03 with the amendments of adding the definition of Volunteer Appreciation.	Finance/Leg. Services	In Progress	

Halisky- Resolution No: 20260326-191	<p>That Smoky Lake County approve to allocate funding from the 2026 Family and Community Support Services (FCSS) Grant budget in accordance with Policy no 08-17-03: Family and Community Support Services (FCSS) grant as follows:</p> <ol style="list-style-type: none"> 1. \$6,500 to Town of Smoky Lake Library Board for 2026 family programming. 2. \$1,500 to Stry 75th Anniversary Hall for the purpose of volunteer appreciation. 3. \$1,500 to Bellis Board of Trade for the purpose of volunteer appreciation. 4. \$1,500 to Warspite Community Hall Association for the purpose of a volunteer recruitment event. 	Finance/Accounts Payable/Legislative Services	Completed	Town of Smoky Lake Library Board Cheque #56992 April 15, 2026 Stry 75th Anniversary Hall Cheque #56991 April 15, 2026 Warspite Community Hall Cheque #56994 April 15, 2026
Barker- Resolution No: 20260326-195	That Smoky Lake County give Third Reading to Bylaw 1501-26 Borrowing Bylaw with the amendment to one corporate credit card with a limit of \$70,000.	Finance/Leg. Services	Completed	Signed bylaw 1501-26 was forwarded to ATB on April 21, 2026
Serben- Resolution No: 20260326-196	That Smoky Lake County approve a donation of \$350.00 to the Smoky Lake Holubka Dancers in response to the March 9, 2026 letter requesting contributions toward the Highway Cleanup taking place on May 2, 2026, and furthermore, that the event be advertised on Smoky Lake County's social media page and that the Community Peace Officer and Fire Department be informed.	Finance/Accounts Payable/Communications Officer	Completed	EFT payment 02494 was sent to Smoky Lake Holubka Dancers on April 17, 2026. Highway Clean Up awareness was shared on County social media channels on April 27, May 1 and 2, 2026.
Serben- Resolution No: 20260326-198	That Smoky Lake County Council approve hosting the combined Smoky Lake Community Open House, Farmers Appreciation BBQ, and Gas Department 50th Anniversary, and Smoky Lake County 60th Anniversary Event at the Public Works Shop on June 11, 2026; and Further, that Smoky Lake County Council approve closing the Public Works Shop to the public for the day on June 11, 2026, for the purpose of hosting the Community Open House; and Further, that Smoky Lake County Council approve closing the Smoky Lake County Main Office to the public from 12:00 p.m. to 1:30 p.m. on June 11, 2026, to allow staff to attend the Community Open House.	County Open House Committee	Completed	

Serben- Resolution No: 20260326-199	That Smoky Lake County Council amend Policy Statement AG-02-05: Gopher Incentive Program as presented.	Agricultural Fieldman/Legislative Services	Completed	Policy posted to the website
Kully- Resolution No: 20260326-200	That Smoky Lake County rescinds the following policies: •Policy Statement AG-01-03: Magpie Traps •Policy Statement AG-09-01: Pocket Gopher Traps	Agricultural Fieldman/Legislative Services	Completed	Policies removed from the website on April 1, 2026
Halisky - Resolution No: 20260326-201	That Smoky Lake County Council amend Policy Statement AG-07-07: Beaver Management Program as presented.	Agricultural Fieldman/Legislative Services	In progress	
Kully- Resolution No: 20260326-205	That Smoky Lake County Council defer the Road Access letter request dated March 11th, 2026, to the next Regular County Council meeting on April 16th, 2026, to receive input from the Director of County Services.	Director of County Services	In Progress	Agenda item has been added to the April 16th, 2026 Agenda Will be on the May 28th, 2026 Meeting due to time allotment on April 16, 2026
Halisky- Resolution No: 20260326-208	That Smoky Lake County Council approve the draft letter to be sent to Ian Fox, Provincial WUI Officer, regarding the participation of Smoky Lake County Regional Fire Services in the 2026 Alberta Wildfire season.	Regional Fire Chief	Completed	The letter was signed by the CAO on April 21, 2026 and emailed to Ian Fox on April 24, 2026
Serben- Resolution No: 20260326-209	That Smoky Lake County Council direct the Regional Fire Chief, Scott Franchuk, to forward the 2026 Alberta Fire Chiefs Association Conference schedule to all Council members regarding early bird pricing, and furthermore approve any Council member who is able to attend to attend the 2026 conference.	Regional Fire Chief	Completed	
Kully- Resolution No: 20260326-210	That Smoky Lake County Council approve to sign up for the Fair Electricity Distribution Alliance.	CAO / Legislative Services	Completed	Smoky Lake County was registered on April 17th, 2026
16-Apr-26				
Lukinuk - Resolution No: 20260416- 241	That Smoky Lake County Council give permission to Victoria Homegaard permission to utilize the road allowance for River Lot 9 54" 00' 29.0 N and 112"36,36.5 W with approval from the Agriculture Services Manager and Public Works Manager.	Ag Services / PW Manager / Director of County Services	In Progress	The Director of County Services issued a Development Permit for the proposed interpretive plaques on May 22, 2026. The applicant will work with the Public Works Manager on determining the exact location for the plaques,
Halisky- Resolution No: 20260416- 247	That Smoky Lake County give First, Second, Permission for Third and Third and Final Reading to Bylaw No: 1503-26 Bellis Sewer Tax Bylaw	Legislative Services / Communications	Completed	
Kully - Resolution No: 20260416- 248	That Smoky Lake County decline the request to waive \$926.79 tax penalties on tax roll #23090412, NW 15-60-12 W4 received on March 23, 2026.	Finance	Completed	The ratepayer was notified on April 24, 2026

Serben - Resolution No: 20260416- 249	That Smoky Lake County decline the request to waive the \$270.46 penalties on tax roll #17610310, SE 3-61-17-4 received March 23, 2026.	Finance	Completed	The ratepayer was notified on April 24, 2026
Kully - Resolution No: 20260416- 250	That Smoky Lake County decline the request to waive the \$388.30 penalties on tax roll #24110606, Lot 6 Block 6 Plan 3223TR received on March 23, 2026.	Finance	Completed	The ratepayer was notified on April 24, 2026
Lukinuk - Resolution No: 20260416- 251	That Smoky Lake County decline the request to waive the \$544.53 penalties on tax roll #34240307, Lot 7, Block 3, Plan 8022990 received March 24, 2026	Finance	Completed	The ratepayer was notified on April 24, 2026
Serben - Resolution No: 20260416- 252	That Smoky Lake County decline the request to waive the \$272.40 penalties on tax roll 33220215, Lot 15, Block 2, Plan 7921626 received on March 18, 2026.	Finance	Completed	The ratepayer was notified on April 24, 2026
Resolution No: 20260416- 255	That Smoky Lake County decline the request to waive \$519.72 penalties on tax roll 40451202, Lot 2A, Block H, Plan 0425044 received on March 24, 2026.	Finance	Completed	The ratepayer was notified on April 24, 2026
Serben - Resolution No: 20260416- 254	That Council authorize Administration to discharge the caveat registered against LINC 0010 828 408, originally registered in 1981 in favour of Smoky Lake County.	Planning and Development		A request to discharge the Caveat was received by the Alberta Land Titles Office on April 28, 2026
Halisky - Resolution No: 20260416- 255	That Smoky Lake County approve the unbudgeted Natural Gas expenditure of \$12,000.00 from reserves for the purposes of replacing of the axles on Unit 217 2013 SWS 32 foot trailer.	Finance / Gas	In Progress	Unit 217 is currently in the process of being repaired
Serben - Resolution No: 20260416- 256	That Smoky Lake County approve the unbudgeted Natural Gas capital expenditure of \$41,000 for the purchase of Itron meter reading hardware and software for the replacement of the meter reading equipment from M&RS Controls in Edmonton.	Finance / Gas	Completed	The ITRON Meter reading equipment was purchased and set up on April 21. The new equipment was used for the April Gas and Water readings.
Halisky - Resolution No: 20260416- 257	That Smoky Lake County Council approve Policy 01-11 – Municipal Office as amended with the following additions: <ul style="list-style-type: none"> •1.5 Non-Emergency Office closure must be approved by Council •2.1 All Visitors must sign in while visiting the Administration or Public Works Office and must be accompanied by an employee. 	Legislative Services / Communications	Completed	

Halisky - Resolution No: 20260416- 259	That Smoky Lake County Council approve the backsloping program project along the lands legally described as SW-25-59-17-W4, as per the application received from Mark Fedoretz, dated March 25th, 2026, and subject to the pass of an inspection conduction by the Public Works Manager or designate, upon completion the County will provide funding to the applicant in the amount of half the total cost of the project up to a maximum amount of \$2,500.00, in accordance with County Policy Statement No.03-21-06.	Public Works		
Barker - Resolution No: 20260416- 260	That Smoky Lake County approve \$100.00 donation, in response to the March 19, 2026, letter requesting support towards Lemonade Day taking place June 13, 2026, and approve any Councillor member who can attend, to attend the event as a judge.	Legislative Services / Finance	Completed	Cheque 57025 for 100 was paid to Community Futures St. Paul-Smoky Lake on May 1, 2026
Barker - Resolution No: 20260416- 261	That smoky Lake County Council acknowledge the release of County funds to the Vilna/Bellis Citizens on Patrol, in the amount of \$3,000.00 as per Council's September 26, 2018 annual funding Motion #940-18, and in respect to the letter and dated March 26 with the 2025 Audited Financial statement, from Vilna/Bellis Citizens on Patrol, requesting funding	Legislative Services / Finance	Completed	Cheque 57047 for3,000 was paid to Vilna Citizens on Patrol on May 1, 2026
Serben - Resolution No: 20260416- 262	That Smoky Lake County approve to allocate funding from the 2026 Family and Community Support Services (FCSS) Grant budget in accordance with Policy no 08-17-03: Family and Community Support Services (FCSS) grant as follows: \$5,277 to Smoky Lake Regional Fire Rescue Services for Summer Day Camp \$1,500 To Vilna Curling Club for volunteer appreciation event; And further declare that no more applications for FCSS funding will be accepted in 2026.	Legislative Services / Finance	Completed	Cheque 57048 for \$1,500 was paid to Vilna Curling Club on May 1, 2026

Barker - Resolution No: 20260416- 272	That Smoky Lake County Council approve the request to reduce the minimum road width for rural residential local roadway construction within the proposed Sunset Ridge Estates, respecting the lands legally described as Pt. NE-4-62-13-W4M, from 8.5 meters wide to 7.5 meters wide.	Planning and Development		The Director of County Services sent a letter to Mr. Austin Zacharko, Director of Business Development for Massif Energy, dated April 21, 2026, informing him that Council has approved his request to reduce the minimum road width within the proposed Sunset Ridge Estates subdivision, respecting the lands legally described as Pt. NE-4-62-13-W4M, from 8.5 meters wide to 7.5 meters wide.
Kully - Resolution No: 20260416- 272	That Smoky Lake County Council approve the request to reduce the minimum right-of-way (ROW) width for rural residential local roadway construction within the proposed Sunset Ridge Estates, respecting the lands legally described as Pt. NE-4-62-13-W4M, from 30.0 meters wide to 20.0 meters wide.	Planning and Development		The Director of County Services sent a letter to Mr. Austin Zacharko, Director of Business Development for Massif Energy, dated April 21, 2026, informing him that Council has approved his request to reduce the minimum right-of-way (ROW) width within the proposed Sunset Ridge Estates subdivision, respecting the lands legally described as Pt. NE-4-62-13-W4M, from 30.0 meters wide to 20.0 meters wide.
Halisky Resolution No: 20260416- 273	That Smoky Lake County Council direct Administration to forward information regarding the 2026 Provincial Agricultural Service Board Summer Tour Conference, scheduled for July 14–16, 2026, to the Agricultural Service Board, and further approve the attendance of any Agricultural Service Board member who is able to attend the event.	Ag Services	In Progress	Email sent on April 16 and 17 to the ASB members at Large. Registration in Progress
Halisky - Resolution No: 20260416- 274	That Smoky Lake County Council approve an unbudgeted expense from the Smoky Lake County Regional Fire Rescue Service capital reserve not to exceed the amount of \$50,000.00, for the purposes of purchasing a 2005 Ford F-550 Super Duty 4x4 Emergency Support Truck (Control #: 91436765) from the Michener Allen Auctions sale scheduled for April 23, 2026, in Edmonton, Alberta.	Fire / Finance	Completed	The Regional Fire Chief and and Shop Foreman completed a mechanical inspection on the vehicle at Michener Allen on April 21. The 2005 Ford F-550 Super Duty 4x4 Emergency Support Truck sold for \$54,000.00 on April 23, 2026

Halisky - Resolution No: 20260416- 276	That Smoky Lake County Council direct the Agricultural Fieldman to contact Kristina Marris of the Lakeland Industry and Community Association to obtain additional information regarding aquatic invasive species prevention within local lakes, and to report back at a future Council meeting.	Ag Services	In Progress	Meeting occurred on May 13. RFD scheduled for the May 28 Council meeting
Lunkinuk - Resolution No: 20260416- 277	That Smoky Lake County Council file the letter from Minister, Dan Williams, dated March 24th, 2026 and direct administration to draft and resend a follow-up letter and request more funding in lobbying efforts.	Legislative Services	Completed	Letter was signed and emailed to the office of Dan Williams on April 24th, 2026
Halisky - Resolution No: 20260416- 278	That Smoky Lake County Council acknowledge receipt of the letter from Stephanie Jarema, and Leonard Jarema dated March 11th, 2026, regarding a road access request near Shemeluk Lake and furthermore direct the Public Works Manager, to investigate the land area and bring back information to a future Council meeting.	Ag Services / PW Manager	In Progress	Discussion in progress
Serben - Resolution No: 20260416- 280	That Smoky Lake County Council supply the Bellis 4-H Club donation of \$1,400.00 for the Bellis 4-H Beef Club Trophy Buckle Sponsorship for the year of 2026.	Legislative Services / Finance / Ag Services	In progress	An email was sent to notify the club on April 21st. A cheque will be prepared to mail out to the 4-H Club. Bellis 4-H club is attending the May 28th, mtg as a delegation.
Serben - Resolution No: 20260416- 286	That Smoky Lake County Council direct Administration to work with Alberta Transportation to install an illuminated stop sign at the intersection of Range Road 130 and Highway 28, and further direct Public Works to install a "Stop Sign Ahead" warning sign.	CAO / Public Works	Completed	Spoke with Paula Campbell - Range Road 130 does not qualify for an illuminated sign. PW works to install "Stop Sign Ahead" PW installed sign



Councillor Report

Division: 3

Councillor Reeves Report

Reporting Period: (April 7th - May 21st)

Council Meeting Date: April 7th-8th (All Council)

1. Strategic Planning 2026-2028

April 7th-8th (All Council)

- *Council had a Strategic Planning Workshop and revised the previous plan which ended in 2025 it was time for new council to prioritise our goals and objections for the upcoming term. This 2-day event was held in Council Chambers and to help council with our new Strategic Plan was*
- *The managers also had a Strategic Planning session for half a day to give input to what they have seen as priorities for the upcoming term which council also took into consideration this was also assisted b*

2. Special Council Meeting Budget

April 8th (All Council)

- *Council discussed the 2026 Road Plan brought forward by Brenda and Kyle. We made some changes to the road plan and then passed this draft plan for year 2026 a motion was made to incorporate the Road Plan into Policy Statement No, 03-18: Five -Year Road Plan. This draft will be brought forward to a future Council Meeting.*
- *2026 Municipal Capital Budget was discussed, and a motion was made That Smoky Lake County approve the year 2026 Municipal Capital budget, including the Capital Bridge Plan and the Capital Road Plan*
- *The 2026 Municipal Total Function Budget was brought forward by Brenda Adamson, Finance Manager and a motion was made by Council that The Smoky Lake County Council approve the balance Year -2026 Municipal Total Function Budget, with a total Revenue in the amount of \$22,901,754 and total expenditure in the amount of \$25,045,186 not including amortization in the amount of \$2,143,432*



3. Northeast Alberta Alliance for Growth and Opportunities (NAAGO)

April 9th (Craig, Lorne)

- Discussion on the Terms of Reference v.2 with the entire board
- MLA Glen Van Dyken, Scott Ceer, Jackie Armstrong Homeniuk and Garth Roswell were in attendance
- Hwy 28 Subcommittee gave their report it was recommended that a Letter of Support for the Hwy 28 Corridor Project be written
- Healthcare Subcommittee gave a report on some initiatives they would like to bring to the Government of Alberta. The NAAGO board gave input as to what they thought were important topics to address with the Government if we were to get a meeting with the ministers of health
- Electricity Distribution Rate Subcommittee talked about fair Electricity Distribution and wants to lobby the Government to discuss how they may be able to help the Rural and Urban communities outside of the Major Cities
- June 11th is the next NAAGO meeting which will be held in Two Hills at 10:00am

4. Mayor's Breakfast in Honor of Mayor Dave McRae Redwater

April 10th (Craig, Lorne)

- Hon. Michael Cooper Member of Parliament was the guest speaker Honoring Mayor Dave McRae and Redwater with all their forward thinking like their Waste management Facility Expansion this enhances waste processing while improving turnaround times & the acceptance of a broader range of Hazardous & Non-Hazardous wastes
- Redwater is looking to secure 2 grants worth 15,000,000 to upgrade their sewer
- Hon. Dale Nally Minister of Service Alberta and Red Tape Reduction also attended this event and talked what the province is doing to try and reduce Red Tape to make life easier for hard working Albertans and congratulated Redwater on their Waste Management Facility project



5. Annual Safety Meeting

April 10th (All Council)

- Attended the Annual Safety Meeting held in Bellis the guest speaker was ?????????????? in the morning followed by a team building session in the afternoon

6. ASHA Convention

April 12th-15th (Jered, Craig)

- Please refer to Councillor Jered Serben Report

7. HWY 28/63 Regional Water Commission Board Meeting

April 13th (Lorne, Craig, Ryan)

- Please refer to Deputy Reeve Lorne Halisky Report

8. Joint Municipalities Meeting

April 13th (All Council)

- This meeting was held at the Warspite Hall we had two Delegations attend this meeting. Pine Creek Retreat presented a power point presentation by Clayton Didie. This power Point was based on Tourism Growth & Unification for the county
- The second delegation was Michelle Wright from Travel Lakeland, she presented a Power Point called Explore Lakeland this presentation was to inform our Region about this advertising opportunity at no cost to be involved promoting our Region
- A draft letter was presented to the committee regarding the closure of our Emergency Room. This letter will be sent to Hon. Adriana LaGrange Minister of Primary and Preventative Health Services and will be signed by the Reeve and all Mayors



9. County Council Meeting

April 16th (All Council)

- 4 Delegations Attended our Council Meeting
- Stars were at 9:30am they gave an updated report of last year. This is their annual fundraiser for 2026. Smoky Lake County Council has a standing motion. The founder Dr. Greg Powell passed away on April 30th, 2025, Leading the team now is Dr. John Froh. The County contributed \$6000
- 10:30am was Bob Daudelin from Accurate Assessment Group Ltd. They highlighted the Municipality's assessment of Residential, Non-Residential, Farmland, Designated Industrial Property and Linear. In 2024 the total was \$936,505,240 and in 2025 it was \$984,345,280 a difference of \$47,840,040 increase
- 11:15am Don Klym from Victoria Home guard addressed Council on their new upcoming project on Victoria Trail this new project is a historical tree the Lopstick Tree. The Victoria Home guard asked for some in-kind work from public works a Development Permit and Road allowance on River lot #9 the total cost of this project is estimated at \$21,000
- 1:30pm Michael Botros P. Eng. Regional Director North Central Region discussed the upcoming HWY 28 proposed projects. This year 41km from Warspite to Vilna will be resurfaced. Previous and current Council have been advocating awhile for this project
- A new round about will be placed on the intersection of HWY 855 and HWY 28 some passing lanes and pullouts are also proposed by the province, these projects will hopefully be started next year. There are several intersections that the provinces want to close on HWY 28 as well, Smoky Lake County Council discussed these closures in detail and brought all our ratepayers' concerns. The province took the letters that were sent to Council to review.
- 15 requests for Decision were on the agenda package Council made motions on all requests some RFDs were Agricultural Fieldman Appointment, April request to write off Property Tax Penalties, Automatic Meter Reading Equipment Purchase, Policy No. 01-11-06 Municipal Office Policy, FCSS Application-Junior Fire Camp, Planning and Development Fees Bylaw No. 1498-26 just to name a few
- All Council Committee Reports were reviewed



- Council had 5 Correspondence letters in our package to review the first was a letter from the Lakeland Industry and Community Association regarding Aquatic Invasive Species Prevention, there were two letters from the Hon. Dan Williams Minister of Municipal Affairs \$5764 was granted for Fire Service Training Programs and the second one was information on changes introduced in Bill 28
- Road access request for a resident in the Shemeluk Lake Area
- Bellis 4-H Beef Club asked that Smoky Lake County sponsor the 4 trophy Buckels in their upcoming event for 2026 which Council approved
- Council reviewed the Financial Reports, Budget to Actual for March 30th, 2026, and 2026 January Bank Reconciliation
- 2 In Camera Session one being ATIA, Section 20: Personal Matters, the Second being
- ATIA Section 19: 3rd Party Business Interest

**10.Municipal Planning Commission Meeting
April 16th (All Council)**

- Please refer to Councillor David Kully's Report

**11.Smoky Lake Foundation Meeting
April 17th (Jered, Craig)**

- Please refer to Councillor Jered Serben's Report

**12.Evergreen Regional Waste Management Commission
April 17th (Lorne, Craig, Ryan)**

- Please refer to Deputy Reeve Lorne Halisky Report



13.Special County Council Meeting Tax Levy

April 20th (All Council)

- County Council had a Request for Decision (RFD) on Bylaw 1504-26 2026 Tax Rate Bylaw After reviewing the information provided by Brenda Adamson, Finance Manager Smoky Lake County Council passed a motion That Council give Bylaw No. 1504-26, being the 2026 Tax Rate Bylaw, first reading, second reading, and grant unanimous consent for third and final reading at this meeting there was a slight increase in Residential, Farmland, Designated Industrial Farmland and Machinery and Equipment and a decrease in Small Business, Non-Residential, and Designated Industrial Non-Residential

14.Joint Town of Smoky Lake & Smoky Lake County

April 20th (All Council)

- 6 requests for Discussion were on this agenda these were
- House Property Located at Public Works
- Kinette Club of Smoky Lake Proposal – Two Ball Diamonds this had a May 15th grant deadline
- Highway 28 and Highway 855 Improvements – Two-lane Roundabout
- Municipally Controlled Corporation - general discussion
- Smoky Lake Agricultural Society – Annual Shared Snow Clearing Request
- Potential partnership with Portage for County (Education Facility and Education Opportunities)

15.Warspite Community Hall Association

April 20th (Craig)

- Reviewed and Approved the March 31st, 2026, Minutes
- Reviewed the Warspite Community Hall Association Monthly Treasures Report
- Discussed the Event held on April 13th
- Discussed the \$8000 Grant that was given to them for a new Roof Top furnace which will be brought to council on May28th for discussion
- Reviewed upcoming Hall rentals
- Bought new Deep Freeze for Kitchen



16.MCC for the Smoky Lake Development Corp.

April 21st (Craig, Lorne)

- General discussion on the condition of the Corporation – Action List of February 24th, 2026, Board of Directors Annual Meeting
- A material Change was made to Motion 09-25 now Viable Economic Opportunities replacing Tourism Development for the Smoky Lake Tourism Company Ltd
- Accountant’s Report compiled Financial Information for period ending December 31st, 2025, as presented by Barb McCarthy, JMD Group Ltd
- GIC investment of \$25,000 will be put into a GIC at the ATB Bank for a one-year term
- Ratification of Directors to serve until their successors are duly elected Consent to Act as Director of the Corporation have been executed.
- Resolution to accept Shareholders List for the period 2025-2029 in accordance to Business Act – Section 137

17.Physician & Health Care Professionals Committee

April 21^s (Craig, Lorne)

- Adopted the previous Minutes and Action list from February 3rd, 2026
- Discussed Rural Health Week the committee will be hosting a Barbeque for our Health Care Professionals held at the George McDougal Hospital
- Discussion on the upcoming Northeast Regional Summit being held in Smoky Lake for the first time on June 2nd at the Ukrainian National Hall
- The committee will be purchasing Golf Memberships for our Physicians at the Smoky Lake Golf Course for the year 2026
- Committee reviewed the budget for 2026 with no additional changes to the funding formula the County portion being \$14,524.65



18. Heritage Board

April 22nd (Craig)

- Organizational Meeting was held
- Noreen Easterbrook Chair, Graham Dalziel Vice Chair, Christine Hansen Secretary/Treasurer, Amy Cherniwchan Admin Assistant
- Regular Meeting was then held
- Membership Fees will remain at Zero Dollars
- Presentation of Year-End Financial Report
- Discussion on Photo Archive program that was completed and now 2 more copies will be made for security purposes due to the cost of the program
- 5 interpretive panels and plaques will be installed in the next few months
- Self-Guided Driving Tours Brochures have been created but some revision need to be made and will be brought to the next meeting

19. Community Planning Association of Alberta (CPAA) Conference

April 27th- 29th (Craig, Lorne, David)

- Annual General Meeting was held on the 28th the planning Association Bylaw was updated this hasn't been done since 2021
- Metrix Group went over the Financial Statement for The Year Ended December 31, 2025
- Several Keynote Speakers Dr. Laura Hambley was a great speaker her topic was Roots to Results: Growing a Culture Where People Stay & Thrive, Brad Slater topic was The Dirt on Development: Water, Waste & Building Code Realities
- There was a panel discussion called Ask the Bench: Planning & Development Legal Q&A this consisted of Daina Young RMRF, Gwendolyn J. Stewart Palmer with Shores Jardine and Jeneane Grundberg from Brownlee Law
- Lisa Ford & Jennifer Hartigh from REDS topic was Roles & Resources in the Economic Development Ecosystem
- Jake Papineau from Urban System & Molly Fyten talked about Planning as a Non-Planner: Knowing when to ask for help
- Rob Beupertuis topic was What does a balance budget mean and how does it tie to the tax bylaws
- Mark Baxter discussed Regional Framework for Planning and Economic Development



- Jim Hole another guest speaker explained and gave ideas about Is your Community Ready for the Green Revolution
- Brett Wightman with CSV Midstream Solutions topic was very interesting More Than a Building: What a Data Centre Actually Brings to Your Community

20. Northeast Regional Seasonal Summit Steering Committee

May 4th (Craig, Lorne)

- The committee reviewed the previous meeting's action items to get ready for the RHPAP summit being held in Smoky Lake on June 2, 2026, this is the first time it has ever been held here in Smoky Lake
- Smoky Lake Golf Course donated a 1 day 9-hole pass for 2 as our main door prize, there will be also 2 \$25 Gift Baskets
- There will be a panelist talking about Best Practice, Attraction, Integration and Retention this panel will take questions from the floor
- A 10 min PowerPoint on Get to Know your Host will start this event
- Approximately 15 different communities from the Northeast Region will be attending this event. Seating is limited to 2 people from each Region totaling 30 people

21. Intermunicipal Collaboration Committee (ICC)

May 6th (Craig, Jered)

- Reviewed the minutes from February 9th meeting
- Request for discussion to bring everyone up to date was the Street Sweeper Background the age of the Sweeper, what needs to be fixed or if we go jointly buy a new one
- Review of the ICC and ICF Bylaws which will be revised to cut Red Tape
- One topic was added to our discussion which everyone felt was important and that is Senior Transportation in Smoky Lake



**22.Smoky Lake County Special Meeting
May 6th (All Council)**

- There were 2 topics on this agenda
- Disposal of Surplus Public Works Equipment & Replacement Purchases Smoky Lake County Council made a Recommendation That Smoky Lake County Council approve the disposal of the following County-owned Public Works assets through Ritchie Brothers Auction Scheduled for May 11-14, 2026 Unit # 194-2011 Decap Belly Dump with Unit #197, Unit #170-1997 Kenworth T800 Truck, Unit #616-1986 Caterpillar 627B Buggy, Unit #208 2008 GMC 5500, Unit #620 80V Snow plow for unit 616 And further, that Council authorize Administration to purchase replacement compaction equipment through the same auction, including a double steel packer and padfoot packer, within the approved Public Works capital budget
- Council also made a motion to add \$400,000 from our Capital Reserves to the purchases if needed
- Bill 28 was the second item on our Council agenda. A motion was made That Smoky Lake County Council Direct Administration to draft and send a letter to the Honourable Dan Williams, Minister of Municipal Affairs, outlining Smoky Lake County's concerns with Bill 28 and its proposed amendments to the Municipal Government Act

**23.Aspen View Public School 5th Annual Robotics Tournament
May 7th (Craig, Lorne, David, Jered)**

- Smoky Lake County Council volunteered to be Judges for this event. There were over 100 kids all ages and 3 different categories Kindergarten to Grade 3, Grade 4 to Grade 6, and Grade 7 to Grade 9 this day had 2 different events one in the morning the other in the afternoon. Medals were awarded for both events there was a lot of cheering and excitement. Smoky Lake HAK and Vilna both took home medals



24. Northeast Alberta Alliance for Growth and Opportunities (NAAGO) Healthcare Initiative Meeting

May 8th Craig

- The committee had a zoom meeting to discuss steps moving forward on lobbying the Government of Alberta
- Primary Care cutbacks are a concern for all municipalities, EMS shortage, Emergency Rooms Clouser's and doctor shortages. A discussion was had about International Doctors and how hard it is for them to practice in Alberta a letter was written and now it is going to the NAAGO Board this upcoming month to review and get their input. Then the letter will be revised and sent to all four Ministers of Health our MLA's as well as the Premier.

25. Hwy 28/63 Regional Water Commission Board Meeting

May 14th (Lorne, Craig, Ryan)

- Please refer to Deputy Reeve Lorne Halisky report

Up Coming Meetings

- May 21st
- Smoky Lake Foundation
- Travel Lakeland DMO Municipal & Indigenous Partners Engagement Session
- Evergreen Regional Waste Management

- May 25th-27th
- 2026 Alberta Fire Chiefs Conference

- May 26th
- Agricultural Service Board Meeting

- May 28th
- Regular County Council Meeting





Councillor Report

Division: 4

Councillor: Lorne Halisky

Reporting Period: April 9 to May 20, 2026

Regular Council Meeting Date: May 28, 2026

1. Meetings, Events & Engagements Attended

April 09, 2026 – Northeast Alberta Alliance for Growth & Opportunity - NAAGO Meeting (Craig and Lorne attended in-person)

As per Reeves Report.

April 10, 2026 – Mayors Breakfast Gathering - Redwater (Craig and Lorne attended in-person)

As per Reeves Report.

April 10, 2026 – Annual Safety Meeting (attended in-person)

As per Reeves Report.

April 13, 2026 – Highway 28/63 Regional Water Services Commission Meeting (Craig and Lorne attended in-person)

2025 Audited Financial Statements were presented virtually by Barb Mcarty JMD Group and approved by the Board.

The Commission Manager reported on: Legal work is taking place to amend the CRNWSC agreement to recognize the White Fish First Nation as a customer (like St Paul County). Legal is tasked with working on this agreement as part of the Whitefish project. The bylaws were amended to add Whitefish Lake First Nation as a member. Legal has been working on the asset transfer agreement to the Whitefish Lake First Nation Utility Corporation. A public celebration to formally announce the completion of this project was previously discussed by the board but may have been overlooked during recent staffing changes. Administration recommends that the board consider an event this year. Bylaw Sub-Committee met May 5, 2026 to review a draft Fees and Charges Bylaw.

Administration will focus on the four recommended bylaws for the next board meeting.

The existing Business Plan review process may involve grant funding with hiring a third party.

Commission Operations reported at Whitefish Lake they are continuing the chloramine boost and have had no issues of low chloramine residual downstream. Warspite Generator, waiting to install a gas line which will be installed before spring seeding. SCADA system upgrade; Scope A,



the installation of radios and antennas is complete. Scope B PLC upgrades and control panels installation is in progress.

Finance Manager presented the Financial Statement with all in good standing.

April 13, 2026 – Joint Municipalities Meeting (attended in-person)

As per Reeves Report.

April 16, 2026 – Regular Council Meeting (attended in-person)

As per Reeves Report.

April 17, 2026 – Evergreen Regional Waste Management Services Commission Meeting
(attended in-person)

Sonnevera (contractor to carry out ACP Grant on ERWMS Current State of Waste Management Study) final report will be issued in Q3/26.

Treasurer Report was delivered with all in good standing and looking into reinvesting two GICs. Ambipar Marketing Services Agreement for processed soil used for cell cover will be reviewed by sub-committee derived from Board Members.

The Manager reported that they are getting at least two quotes for above ground fuel tanks. Concrete crushing is being looked into. Bobcat Tractor was delivered and working great. Looking into developing fuel use policy for staff. A request was received for a business proposition and will be a delegation at the next meeting. Getting quotes to repair the shop overhead doors. Receiving two additional Leachate Storage mobile tanks due to excess water from heavy snowfall/moisture etc. which normally costs approximately \$151k annually, looking into ways to minimize Leachate volumes such as prompt cell coverage, polymers etc. Trac Loader undercarriage parts (approx. \$40k) are ordered, and the labor/work will take place on site. Sale of (old) Compacter in closed camera.

Commission Manager announced his retirement of September 1, 2026.

April 20, 2026 – Special Council Meeting – Tax Levy Purposes (attended in-person)

As per Reeves Report.

April 20, 2026 – Joint Municipal Meeting with SL County and Town of SL (attended in-person)

As per Reeves Report.

April 21, 2026 – Municipal Controlled Corporation - MCC Meeting (attended in-person)

As per Reeves Report.

April 21, 2026 – Physicians & Health Care Professional Committee Meeting (Craig and Lorne attended in-person)



As per Reeves Report.

April 22, 2026 – Emergency Management Committee Meeting (attended in-person)

As per Reeves Report.

April 22, 2026 – Admin Professional Day Celebration Lunch (attended in-person)

As per Reeves Report.

April 23, 2026 – Northeast Alberta Alliance for Growth & Opportunity - NAAGO Highway 28 Sub-Committee Meeting with the Minister of Transportation and Economic Corridors at the Alberta Legislature (attended in-person)

Discussed and presented arguments/data for continued funding for Highway 28 Development. Alberta Government is funding 33 million for resurfacing Highway 28 from Warspite to Highway 36 in 2026. They are continuing the engineering work for turning lanes/passing lane/rest areas etc. and are entertaining more vehicle accident data which will be sent to them once received in an effort to gain the required funding in a quicker time fashion for the required work/ project completion.

April 27 to 29, 2026 – Community Planning Association of Alberta – CPAA Conference (Craig, Dave, and Lorne attended in-person)

As per Reeves Report.

April 30, 2026 – Portage College Community Engagement Strengthening Rural Communities Webinar (Dave and Lorne attended virtually)

Discussed how Post Secondary Institutes – PSI's play a role in a Rural setting. Housing and transportation continue to be an issue in Rural causing affordability issues, limited housing and transportation types.

Also, attraction and retention of students to Rural is an issue due to limited recreation, groups/organizations etc. basically things to do...

More Rural based programming is needed such as Agriculture, Veterinary, Trades, and medical etc.

May 04, 2026 – RhPAP Northeast Zone Regional Summit Steering Committee Meeting (Craig and Lorne attended virtually)

As per Reeves Report.

May 05, 2026 – Highway 28/63 Regional Water Services Commission Bylaw Sub-Committee Meeting (attended virtually)



Reviewed and inputted etc. on a Fees and Charges Bylaw which stipulates the fees to be charged by the Commission for services costs including but not limited to administration, enforcement and infrastructure provided to its customers or to any class of its customers on a full recovery basis.

May 06, 2026 – Special Council Meeting – Disposal of Surplus Equipment Purposes (attended in-person)

As per Reeves Report.

May 07, 2026 – Aspen View Public Schools 5th Annual Robotics Tournament - Athabasca (attended in-person)

As per Reeves Report. Volunteered to be a judge.

May 08, 2026 – Evergreen Regional Waste Management Services Commission Sub-Committee Meeting (attended virtually)

Ambipar Marketing Services Agreement for processed soil used for cell cover was reviewed with Omni-McCann before being presented to the Board Members.

May 11, 2026 – Smoky Lake Region Interagency Meeting Waskatenau (Dave and Lorne attended in-person)

BRIDGE-ing Northern Alberta Project lead by Rural Development Network (21-month project starting April/26 ending December/27) Presentation discussing Building Rural Inclusion including innovative tools/resources, capacity building, access funding, housing needs/assessment, homelessness, safety & inclusion, and community development/indigenous relationships.

Discussed affordable housing versus senior housing suited for all age groups. Transportation and senior activities are lacking in the region.

May 11, 2026 – Bellis Board of Trade Meeting (attended in-person)

Highway Sign on the corner of Hwy 28 and RR152 needs work so the members continue looking into options such as type/size/material etc. sponsors and grant funding opportunities.

Unsanitary premises i.e. Bellis School are continued to be actioned by the County CPO.

Waste Disposal at Bellis Lagoon is presently closed to non resident use.

Bellis Domestic Water and Wastewater Options as per the MPE Engineering Study was discussed and will most likely go with a system similar to Warspite if funding was ever available.

Flower baskets will be purchased from Bellis/Anderson Greenhouse to beautify the Mainstreet area.

Financial report was given with all in good standing.

Fundraising Committee are working on fundraising ideas such as a scavenger hunt etc.

Continuing work on the Board By-Law.

Bellis Business Brochure looks great, is a living document and needs revisions due to a business leaving, unfortunate church burning etc.



May 14, 2026 – Highway 28/63 Regional Water Services Commission Meeting (Craig and Lorne attended in-person)

Commission Manager reported in May, outreach was initiated with Whitefish Lake First Nation to introduce myself and begin relationship-building efforts. Contact was made through Shauna Jackson, whose information was provided by James Jackson. At this time, a meeting date with Chief and Council has not yet been confirmed, and follow-up will continue. On May 5, 2026, a detailed review of the proposed Fees and Charges Bylaw was completed to ensure alignment with the Commission's cost recovery model and legislative requirements. This work supports the Commission's authority under the Municipal Government Act to establish fees for services and reinforces a full cost recovery approach for operations, administration, and enforcement. Significant progress has also been made in collaboration with the Working Committee and Brownlee LLP to modernize the Commission's bylaw framework. Key updates include:

Governance Bylaw • Introduction of a formal definition of "Super-Majority" voting. Addition of an "Objects" section to clearly define the Commission's purpose. Requirement for the Board to appoint a Commission Manager. Clarification of Chair and Vice-Chair terms and removal provisions. Strengthened provisions related to auditor continuity and member admission. Enhanced financial accountability for withdrawing members, including responsibility for debentures, withdrawal costs, and settlement payments. Inclusion of a non-derogation clause within the bylaw framework.

Operations Bylaw • Expanded provisions limiting liability related to alteration, relocation, or removal of Commission infrastructure. Strengthened cost recovery authority for emergency response situations caused by third parties, supporting operational sustainability and risk management.

Terms of Service Bylaw • Clarified provisions to ensure payment is required prior to approvals. Strengthened language confirming no guarantee of service levels, recognizing reliance on upstream providers such as EPCOR and CRNWSC. Expanded protections related to fire protection and distribution responsibilities. Improved forecasting requirements, including submission of statutory plans to support long-term planning. Enhanced provisions for capacity allocation, billing clarity, and financial sustainability (including minimum volumes and contributions). New requirements for system maintenance by members/customers to protect Commission infrastructure. Added provisions addressing billing adjustments and enforcement cost recovery.

Fees and Charges Bylaw • (New) A new bylaw has been developed to support full cost recovery across Commission services, including: Water Services Applications, Permit Applications, Meter Testing, Voluntary Disconnection/Reconnection, Enforcement Proceedings. The bylaw also includes provisions for interest and administrative costs on outstanding amounts, similar to municipal tax penalty structures. Administration has been asked to review all proposed fee amounts, particularly initial application fees, to ensure they adequately reflect the true cost of service delivery.



Commission Operations reported that nothing really changed from the last meeting but continue at Whitefish Lake the chloramine boost and have had no issues of low chloramine residual downstream. Warspite Generator, waiting to install a gas line which will be installed before spring seeding. SCADA system upgrade; Scope A, the installation of radios and antennas is complete. Scope B PLC upgrades and control panels installation is in progress.

Richard Jones from Brownlee LLP presented the Governance Bylaw, Operations Bylaw and Terms of Service Bylaw and all were approved by the Board. In development is a Fees and Charges Bylaw.

Ryan Krusher from Associated Engineering presented information on the RR164 line leak repair, past repairs in regard to poor fusion connections.

A motion was made to issue an RFP for 2026 to 2028 Financial Audit Services.

Finance Manager presented the Financial Statement with all in good standing.

May 14, 2026 – Regular Council Meeting – Department Update Session (attended in-person)

As per Reeves Report.

May 19, 2026 – Privacy Management Training for Elected Officials (attended in-person)

As per Reeves Report.

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

Thank you,

Lorne

Councillor Report

Division: 1

Councillor: Ryan Barker

Reporting Period: April 9 – May 19, 2026.

Council Meeting Date: May 28, 2026

Meetings, Events & Engagements Attended

(AC- All Council) Attended

1. April 10, 2026- Annual safety meeting (AC)
2. April 13, 2026 – Hwy 28/63 Regional Water Commission (ALT)
3. April 13, 2026 – Joint Municipalities Meeting (AC)
4. April 16, 2026 – Regular Council meeting (AC)
5. April 20, 2026 – Special Council Meeting Tax Levy (AC)
6. April 20, 2026- Joint Municipal Meeting with Smoky Lake County and Town (AC)
7. May 6, 2026- Special Council Meeting Disposal of County Assets (AC)
8. May 13, 2026- Northeast Muni-corr Meeting (ALT)
9. May 14, 2026- Hwy 28/63 Regional Water Commission (ALT)
10. May 14, 2026- Smoky Lake County Departmental Operations Meeting (AC)
11. May 14, 2026- Citizens on Patrol Vilna
12. May 17, 2026- Bonnie Lake Social Club Meeting
13. May 19, 2026- Privacy Management Training for Elected Officials (AC)

Key Highlights

May 14, 2026, Citizens on Patrol Bellis Location

Overview

Members met to discuss ongoing public safety, community engagement, and summer event planning initiatives.

RCMP updates noted a continued reduction in property crime and break-ins, credited in part to increased overnight patrols and certain repeat offenders being mia. Recent nuisance complaints were largely attributed to local youth activity, with no major criminal concerns identified. Advisory notices regarding biker gang activity were shared, though no significant local impacts are expected.

The group acknowledged Smoky Lake County's \$3,000 contribution toward operations. Also discussed concerns regarding mileage reimbursement rates for volunteers using personal vehicles. Current reimbursement remains below provincial benchmarks, with further review planned before the AGM.

Preparations are underway for several upcoming community events, including:

Smoky Lake parade events during July long weekend

Vilna Car Show – August 16

Summer Family Fun Day & Barbecue – anticipated August 16

Volunteer recruitment, parade coordination, sponsorship requests, and donation planning are ongoing. ATB grant funding and local business sponsorships are also being pursued to support community programming.

The organization also discussed volunteer training and safety equipment, encouraging members to maintain or acquire first aid, CPR, pro serve, and Protec certifications.

The next regular meeting is scheduled for July 15, 2026, at 7:00 PM at the Smoky Lake Lions Club.

May 17, 2026- Bonnie Lake Social Club Meeting

I had the pleasure of being invited to attend the Bonnie Lake Social Club meeting.

I had the opportunity to discuss the changes and recent challenges of this past winter and was met with positive response from them; I brought to their attention the current change in our recent bylaw allowing up to 3 trailers on properties.

There was good discussion on them upgrading their park and talks of grants and County participation.

They do have a lot of events upcoming that they were planning and are very engaged.

There was concern and discussion brought up about;

1. Street sweeping Sand removal if it could be sooner in the season to allow kids to ride their bikes safely.

2. Boat Launch repairs
3. Mowing quality
4. Culverts need to be cleaned out as they are full of grass clippings and debris not allowing for adequate drainage.
5. Setting up cameras at the golf course entrance
6. Hwy 28 updates
7. Golf Cart use within the community

I was able to see Spencer Kotylak Fire presentation, he talked about Fire Smart, Smoke Alarms and Carbon Monoxide Detectors, Electrical Safety and Lithium-ion Battery Safety, Property Maintenance, etc. Review of current Fire Restrictions and provided additional resources and tree pruners which were a hit.

Clarification on Fire department operation costs and water access for firefighting was discussed as well.

Was a very well thought out and planned presentation and I was happy to see the community engagement from our fire department and personally thank Spencer for attending.

Councillor Report

Division: 2

Councillor: Dave Kully

Reporting Period: April 10, 2026 – May 19, 2026

Council Meeting Date: May 28, 2026

1. Meetings, Events & Engagements Attended

- **April 10, 2026** – Annual Safety Meeting – Bellis (All Council)
- **April 13, 2026** – Joint Municipalities Meeting – Warspite (All Council)
- **April 15, 2026** – Community Futures Meeting – St. Paul
- **April 16, 2026** – Regular County Council Meeting – Smoky Lake (All Council)
- **April 20, 2026** – Tax Levy Meeting – Smoky Lake (All Council)
- **April 20, 2026** – Meeting with the Town of Smoky Lake – Smoky Lake (All Council)
- **April 22, 2026** – Administrators Professional Day Luncheon – Smoky Lake (Craig, Lorne, Jered, and Dave)
- **April 27–29, 2026** – Community Planning Conference – Red Deer (Craig, Lorne, Jordan, and Dave)
- **May 6, 2026** – Special County Council Meeting for Disposal of Assets – Smoky Lake (All Council)
- **May 7, 2026** – Aspen View School Board Robotics Tournament – Athabasca (Judge Participation)
- **May 11, 2026** – Interagency FCSS Meeting – Waskatenau (Lorne and Dave)
- **May 13, 2026** – Northeast Municipal Corridors (Muni-Corr) Meeting – Virtual (Ryan and Dave)
- **May 14, 2026** – Regular County Council Meeting – Departmental Discussions – Smoky Lake (All Council)
- **May 16, 2026** – Privacy Management Training for Elected Officials – Smoky Lake (All Council)

2. Key Highlights, Issues & Updates

Community Futures Meeting – April 15, 2026

- Reviewed loan reports and year-end financial statements.

- Received updates from Community Futures Northeast Alberta (CFNA).
- Reviewed Human Resources policy matters and ongoing operational governance items.

Community Planning Conference – April 27–29, 2026

- Attended sessions focused on municipal planning, regional growth, governance, and long-term community sustainability.
- Discussions emphasized regional collaboration, land use planning, infrastructure considerations, and economic development opportunities relevant to rural municipalities.

Aspen View School Board Robotics Tournament – May 7, 2026

- Participated as a judge at the Robotics Tournament in Athabasca.
- Event highlighted student innovation, technical skills development, and the importance of STEM education opportunities within rural communities.

Northeast Municipal Corridors (Muni-Corr) Meeting – May 13, 2026

- Discussions included:
 - Appointment of a new board director by the Town of Bonnyville
 - CNRL and Emcon agreements
 - Presentation from the Riverland Recreational Trail Society regarding current activities and regional initiatives
- Closed session discussions were held regarding legal matters associated with the trail system.

3. Community & Stakeholder Engagement

- Participation in the Joint Municipalities Meeting and Town of Smoky Lake meeting supported continued intermunicipal collaboration and relationship-building with regional municipal partners.
- Engagement through Community Futures continues to support regional economic development initiatives and collaborative governance.
- Participation as a judge at the Aspen View Robotics Tournament supported youth engagement, education, and innovation within the region.
- Attendance at the Interagency FCSS Meeting supported collaboration with community organizations and regional social support partners.
- Participation in the Northeast Municipal Corridors Meeting maintained ongoing intergovernmental relationships and regional transportation collaboration.

4. Conferences, Training & Professional Development

Annual Safety Meeting – April 10, 2026

- Reinforced workplace safety awareness, organizational safety culture, and ongoing commitment to safe operational practices within the County.

Community Planning Conference – April 27–29, 2026

- Provided professional development related to municipal planning, governance, infrastructure, and sustainable community growth.
- Sessions focused on emerging planning trends, regional collaboration, and long-term development strategies.

Privacy Management Training – May 16, 2026

- Enhanced understanding of privacy obligations, legislative requirements, and governance responsibilities related to information management and elected officials.

5. Requests, Follow-Up Items & Emerging Issues

- Continued awareness and monitoring of regional planning initiatives and transportation corridor discussions through Muni-Corr participation.

6. Summary

- Participated in regional governance, planning, safety, and intermunicipal collaboration meetings throughout the reporting period.
- Continued involvement with Community Futures governance and regional economic development initiatives.
- Supported youth education and innovation through participation in the Aspen View Robotics Tournament.
- Attended Community Planning Conference and Privacy Management Training to strengthen governance and legislative awareness.
- Maintained strong intergovernmental relationships through ongoing regional meetings and collaborative initiatives.



Councillor Report

Division: Five

Councillor: Jered Serben

Reporting Period: April 9th – May 20th, 2026

Council Meeting Date: May 28th, 2026

Meetings, Events & Engagements Attended

- April 10th, Annual Safety meeting, Bellis hall
- April 12th – 15th, Alberta seniors and community housing association conference, Edmonton
- April 13th (evening), Joint municipalities meeting, Warspite hall
- April 16th, Council meeting, Chambers
- April 17th, The Smoky Lake Foundation meeting
- April 20th, Special council meeting(Tax Levy)
- April 20th, Joint town and County meeting
- April 21st, Municipally Controlled Corporation, Shareholders meeting
- April 27th, Smoky Lake Agricultural Society meeting
- April 28th, Victoria Trail Agricultural Society meeting(volunteer)
- May 6th, Regional Intermunicipal collaboration committee meeting
- May 6th, Special Council meeting
- May 7th, Judge for Aspenview school board robotics competition
- May 14th, Department meeting(council)
- May 19th, Privacy management training

Meeting Date: April 17th, 2026

Smoky Lake Foundation (Jered and Craig)

Operational Overview

Administration continues to monitor occupancy, continuing care operations, maintenance planning, and organizational funding changes across Foundation facilities.

Facility operations remain stable overall, with ongoing focus on:

- supportive living occupancy,



- continuing care service delivery,
- workforce retention,
- infrastructure upgrades,
- safety programming,
- and long-term capital planning.

Emergency preparedness systems continue to be reviewed and upgraded where required. Recent operational discussions identified the importance of backup power reliability, safety systems, and preventative maintenance planning throughout Foundation owned facilities.

Funding Update

Assisted Living Alberta provided updated funding guidance relating to inflationary adjustments for the 2025/26 fiscal year. The originally communicated 1.25% inflationary increase has been revised upward to 7.25%, reflecting:

- recently ratified provincial collective agreements,
- workforce attraction and retention pressures,
- market adjustments,
- and broader operating cost increases.

The revised increase results in an additional net funding adjustment of approximately 6.0% over previously communicated funding levels, retroactive to April 1, 2025. Operators are expected to receive updated funding advice and retroactive payments in 2026.

Administration noted that additional communication regarding 2026/27 funding adjustments is expected by June 30, 2026.

Capital Maintenance and Renewal (CMR) Projects

Several Capital Maintenance and Renewal projects are currently underway or in planning stages throughout Foundation facilities.



Vilna Lodge

Current projects include:

- replacement of two heating boilers,
- replacement of make up air furnaces,
- common area make up air upgrades,
- and dining room millwork replacement.

The make up air furnace replacement and common area make up air projects are being combined for improved coordination and retendering. Consultant procurement and project planning remain ongoing.

Golden Valley Villa

Projects include:

- replacement of two heating boilers,
- and roof replacement work.

Roof replacement work is substantially complete, pending final review once weather conditions allow for inspection.

Waskatenau Manor

Roof replacement work is also substantially complete and awaiting final inspection following snow melt conditions.

Administration continues to coordinate contractor activity, consultant procurement, tendering, and project oversight for all active CMR initiatives.

Financial Overview

Continued pressure in several operating categories including:

- food supplies,
- utilities,
- building interior maintenance,



- vehicle operating expenses,
- equipment repair/replacement

Elevated expenditures were noted in:

- food services,
- interior building maintenance,
- furniture and equipment repairs,
- telephone/internet,
- and vehicle operating costs.

Utility costs remain a significant operational expenditure across Foundation facilities. Administration continues to monitor inflationary pressures, maintenance requirements, and facility operating costs.

Continuing Care and Accreditation

The Foundation continues planning work associated with accreditation and continuing care program requirements.

Operational discussions identified ongoing work relating to:

- Type B continuing care programming,
- service agreement renewals,
- organizational compliance,
- and accreditation preparation activities.

Administration also continues engagement with Assisted Living Alberta regarding long term agreement structures and continuing care program administration.

Workforce and Operational Sustainability

Continuing provincial pressures relating to:

- staffing recruitment,



- labour market competition,
- and union wage settlements impacting care providers across Alberta.

These pressures continue to affect operating budgets and long-term planning for housing and continuing care organizations **province wide**.

Administration remains focused on maintaining staffing stability, operational continuity, and safe resident care environments.

Summary

The highlights include:

- significant provincial funding adjustments,
- active infrastructure renewal projects,
- ongoing operational cost pressures,
- continuing care planning,
- and long-term facility sustainability initiatives.

Administration continues to monitor capital infrastructure needs, provincial funding changes, workforce pressures, and operational service delivery across all Foundation facilities.

Alberta Seniors and Community Housing Association (ASCHA) Conference Report

April 13–15, 2026

Overview

The Alberta Seniors and Community Housing Association (ASCHA) 2026 Conference and related housing sessions held April 13–15, 2026. The conference



focused on seniors housing, affordable housing, continuing care transformation, capital infrastructure, operational sustainability, supportive housing, and long-term provincial housing strategies.

Sessions included presentations and panel discussions with provincial ministers, deputy ministers, senior government administration, housing operators, care providers, municipal representatives, and sector stakeholders.

Major themes throughout the conference included:

- Alberta's rapidly aging and growing population
- Housing affordability pressures
- Continuing care modernization
- Seniors housing infrastructure needs
- Capital funding opportunities and challenges
- Workforce shortages
- Supportive and specialized housing
- Rural housing realities
- Provincial and federal funding coordination
- Long-term sustainability of housing and care systems

April 13, 2026

Opening Plenary and Provincial Housing Discussions

Dialogue with Minister Jason Nixon

The conference opened with remarks and discussions involving Alberta's Minister of Assisted Living and Social Services, Jason Nixon.

Key discussion points included:

-



- Alberta currently has approximately 865,000 seniors, projected to exceed 1 million within the next decade.
- Population growth continues to place pressure on housing, healthcare, and community infrastructure.
- The province identified seniors housing and continuing care as major long-term priorities.

Provincial representatives highlighted:

- Approximately \$6.6 billion allocated toward seniors supports and related services.
- Focus on allowing seniors to age in place where possible.
- Increased emphasis on wraparound supports and community-based services.

Discussion also focused on:

- Non-medical supports for seniors
- Transportation and accessibility services
- Community integration
- Housing affordability challenges
- Need for expanded housing capacity in both urban and rural Alberta

Future Housing Solutions and Sector Capacity

A panel discussion focused on future housing models and long-term system planning.

Key themes included:

- Growing pressure across both market and non-market housing sectors.
- Increasing difficulty aligning existing housing models with future demographic needs.
- Need for greater collaboration between organizations, municipalities, healthcare providers, and governments.



Discussion emphasized:

- Multi-generational housing opportunities
- Integration of housing and healthcare services
- Rural and northern housing shortages
- Supportive housing gaps
- Labour and staffing challenges
- Affordability concerns in tourism and high-demand regions

Panelists stressed the importance of building long-term sector capacity rather than addressing issues only through short-term reactive measures.

Continuing Care Transformation Session

Provincial representatives provided updates on Alberta's continuing care transformation initiatives.

Key areas discussed included:

Caregiver Supports

- Increased focus on caregiver engagement and awareness.
- Partnerships with organizations providing culturally appropriate resources and support services.
- Expansion of community connections and caregiver education tools.

Continuing Care Modernization

Discussion included:

- Modernization of continuing care delivery systems.
- Infrastructure upgrades and operational transformation.



- Complaint process improvements.
- Inspection and compliance modernization.
- Workforce recruitment and retention challenges.

Sector representatives expressed concern regarding:

- Staffing shortages
- Increasing operational demands
- Funding pressures
- Regulatory complexity

Provincial representatives acknowledged these concerns and emphasized continued stakeholder engagement.

Housing Innovation and Collaborative Design

Sessions also focused on collaborative design-build housing approaches and energy-efficient construction.

Discussion topics included:

- 12–24 month project planning timelines
- Early conceptual design processes
- Flexible project customization
- Net-zero and energy-efficient building considerations
- Independent quantity surveying and project verification
- Importance of early-stage operational planning

Examples included affordable and supportive housing developments ranging from 40 to 53 units.

Speakers emphasized that projects must increasingly demonstrate:

- Long-term operational viability



- Construction readiness
 - Energy efficiency
 - Adaptability to local needs
-

Resident Perspectives and Housing Experience

A resident-focused session highlighted the lived experiences of seniors and housing residents.

The session emphasized:

- Importance of resident feedback in policy and facility design
- Maintaining dignity and independence
- Importance of community connection
- Emotional and social impacts of housing design and operations

Presenters noted that operational pressures, staffing challenges, and funding constraints must not overshadow resident quality of life and person-centered care.

April 14, 2026

ASCHA Governance, Advocacy, and Sector Collaboration

Capital and Capital Maintenance Survey

ASCHA announced a new sector-wide capital and capital maintenance survey intended to gather province-wide infrastructure and maintenance data.

The survey is intended to:

- Support evidence-based advocacy
- Inform government funding discussions



- Identify infrastructure pressures
- Strengthen sector-wide planning efforts

Members were encouraged to actively participate and provide accurate facility data.

Member Engagement and Collaboration

ASCHA leadership emphasized the importance of collaboration across the sector.

Discussion focused on:

- Strengthening partnerships with municipalities and stakeholders
- Task force participation opportunities
- Increased member engagement
- Collaboration with organizations including:
 - Alberta Municipalities
 - Rural Municipalities of Alberta (RMA)
 - Other provincial and national housing organizations

Speakers repeatedly emphasized that unified advocacy is more effective than fragmented approaches.

Sector Advocacy and Government Relations

Discussion highlighted ongoing advocacy work related to:

- Capital funding
- Operational sustainability
- Workforce shortages
- Housing affordability
- Continuing care modernization
- Rural housing needs



Provincial engagement was described as generally collaborative, though stakeholders expressed ongoing concern regarding funding adequacy and operational pressures.

Housing 101 and Elected Official Engagement

ASCHA announced future educational sessions intended for elected officials, including:

- Housing system overviews
- Funding structure education
- Governance and operational discussions
- Future webinars and collaborative learning sessions

The association emphasized the importance of increasing awareness among municipal leaders regarding housing system complexity and funding realities.

April 15, 2026

Alberta Housing Progress and Future Challenges

Provincial Housing Strategy and Progress

ADM David Williams reviewed Alberta's housing strategy progress since 2021.

Highlights included:

- Over 6,500 rent supplements added province-wide.
- Nearly 7,000 housing units committed, completed, or under construction.
- Ongoing implementation of lodge review recommendations.
- Strong stakeholder collaboration in policy and program adaptation.



The province emphasized continued pressure from:

- Population growth
- Immigration
- Housing supply shortages
- Rising costs
- Increasing complexity of care and housing needs

Housing Affordability and Legislative Reform

Discussion focused on Alberta's Housing Affordability and Accessibility Action Plan and Bill 28.

Topics included:

- Streamlining approvals and development processes
- Modernizing housing legislation
- Addressing zoning and bylaw barriers
- Improving coordination between ministries and stakeholders

Provincial officials noted that the work required coordination across 13 ministries.

Affordable Housing Partnership Program (AHPP)

Provincial staff provided updates regarding AHPP Intake 4.

Key figures included:

- 117 applications submitted
- Approximately \$820 million requested
- \$200 million available
- 67 compliant applications

Challenges identified included:



- Equity requirements
- Construction readiness
- Incomplete applications
- High sector demand exceeding available funding

AHPP Intake 5 is anticipated in Fall 2026.

Capital Maintenance and Renewal (CMR)

Government representatives reported:

- Full utilization of CMR funding
- Approximately 700 projects completed
- Priority focus on:
 - Building envelopes
 - Mechanical systems
 - Elevators
 - Exterior infrastructure

Providers requested:

- Improved transparency
- Faster approvals
- Better communication
- Greater flexibility for seasonal and emergency work

Continuing Care Capital and Seniors Infrastructure

Sessions reviewed continuing care infrastructure priorities and modernization initiatives.

Discussion included:

- \$400 million allocated under Continuing Care Capacity Grant Funding Intake 1



- Future funding intake anticipated Fall 2026
- Emphasis on construction-ready projects
- Modernized, home-like care environments
- Long-term sustainability and operational readiness

The province also confirmed development of a 10-year capital infrastructure strategy for seniors and continuing care systems.

Federal Funding and Provincial Coordination

Discussion highlighted ongoing concerns regarding federal housing funding processes and Build Canada Homes administration.

Concerns included:

- Administrative complexity
- Delays and unpredictability
- Rural funding fairness
- Equity and leverage requirements

The province stated it continues advocating for:

- Streamlined processes
- Better provincial coordination
- Improved fairness for Alberta communities

Overall Conference Themes and Takeaways

Major themes consistently raised throughout the conference included:

- Alberta's rapidly aging population
- Increasing housing affordability pressures
- Continuing care modernization
- Workforce shortages



- Capital infrastructure demand
 - Operational sustainability concerns
 - Supportive and specialized housing gaps
 - Rural housing and care challenges
 - Need for stronger provincial-federal coordination
 - Importance of local flexibility and regional decision-making
-

Potential Relevance to Housing Providers and Municipal Partners

Topics particularly relevant to housing organizations and municipal partners included:

- Future AHPP funding opportunities
- Continuing care capital funding
- Seniors lodge modernization
- Capital maintenance planning
- Supportive housing development
- Construction-ready project requirements
- Long-term operational sustainability planning
- Advocacy for rural and regional housing priorities

Provincial officials encouraged housing providers and municipalities to:

- Maintain project readiness
 - Engage early with ministry staff
 - Participate in policy consultations
 - Request application debriefs
 - Continue communicating emerging infrastructure and operational needs
-

Conclusion

The conference highlighted both substantial provincial investment and increasing pressure across Alberta's housing and continuing care systems.



Discussions reinforced the importance of:

- Long-term infrastructure planning
- Strong municipal and sector collaboration
- Operational sustainability
- Strategic advocacy
- Regional flexibility
- Construction readiness
- Continued communication between housing providers, municipalities, and provincial government

The sessions also reinforced that Alberta's housing and continuing care systems are entering a period of significant transition requiring coordinated planning, infrastructure investment, workforce development, and adaptable service delivery models to meet growing demand across the province.

Smoky Lake Agricultural Society Update (Jered)

April 27, 2026

Fundraising and Events

Discussed the upcoming raffle initiative featuring:

- a \$15,000 first place prize,
- with tickets priced at \$50 each.

Planning is also continuing for the upcoming Corb Lund concert scheduled for August 4, 2026.

Fleming Hockey School programming is expected to begin in August 2026.



Facility Operations and Maintenance

The Agricultural Society contracted a company to complete seasonal HVAC maintenance four times annually to support ongoing facility operation and preventative maintenance requirements.

Administration is also proceeding with:

- installation of a new dehumidifier system by 4J Mechanical,
- and preparation of a building permit application to the Town for a proposed storage structure.

The proposed storage structure would be used for storage of:

- the arena ice cover,
- tables,
- chairs,
- and miscellaneous operational equipment.

Grants and Funding

Continue to pursue grants and external funding opportunities to support facility improvements, operational sustainability, and future programming initiatives.

Summary

The April 2026 updates highlighted:

- ongoing infrastructure renewal and maintenance planning,
- operational funding adjustments,
- continued facility investment,
- community event planning,
- and long-term organizational sustainability efforts.



- Smoky Lake Agricultural Society continue to focus on maintaining community services, facility operations, and long term asset sustainability throughout the region.

Derek Zaplotinsky
Box 609
Smoky Lake, AB, T0A3C0

March 24, 2026
Smoky Lake Lions Club
Smoky Lake, AB, T0A3C0

Dear Smoky Lake County Council and Reeve

I would like to sincerely thank you for your generous support . Your contribution made it possible for me to pursue this incredible opportunity, and I am deeply grateful.

While the results were not what I had hoped for, I had the opportunity to compete in an exceptionally strong field alongside the world's best athletes. Being part of that environment has strengthened my perspective and deepened my determination. It has reminded me of the level required to succeed and has motivated me to keep pushing forward with greater focus and purpose.

Moments like these remind me that the journey is just as important as the outcome. Your support was a meaningful part of that journey, and I truly appreciate your belief in me.

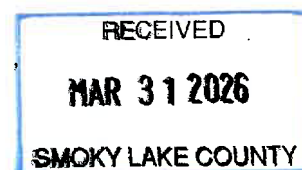
Thank you again for your generosity and encouragement.

With sincere appreciation



Derek Zaplotinsky

Para Athlete- Cross Country Skiing



Fleming Camp Town and County Proposal

Fleming Hockey Camp has been running for over twenty years in Edmonton. We are now excited to move the hockey camp to Smoky Lake for the summer of 2026, August 17 - 21. The camp is basically a variation on a camp that my Dad started in Vermilion in the early 1970's, which ran successfully in Vermilion for 14 years, The Vermilion Summer Vacation Hockey School. I would like to bring some of the small town feel the Vermilion camp had, to Smoky Lake camp this summer, and beyond.

One of the benefits of the "Small Town" model, is the potential for partnerships with local campsites, businesses, and services. This is what my proposal is about. I would like to offer, and to be able to advertise on, a partnership between the camp and Smoky Lake Town, and County. After brief conversations, some of that has already begun, as both parties have helped advertise for each other. I believe that small town partnerships can be mutually beneficial, and I hope that is the case here.

I would like to ask the County (and Town) of Smoky Lake if they would like to sponsor a hot dog or hamburger day for kids in the camp. Friday is "Game DAY" at camp, and brings in a lot of parents/grandparents/guardians etc as spectators. If the Town could sponsor Free hot dogs or hamburgers for kids in camp, that could be a very positive event. This kind of event can go a long way to making our camp even more special, a way for it to stand out from other camps in the area, or in the cities.

How it could look:

1. The County (and town) could provide financial support to sponsor the lunch. It could then be outsourced to a volunteer group, or possibly done at the concession.
2. County (or Town and County) could make an event of it, and set up in the parking lot from 11:00- 2:00 or so and meet and greet people on behalf of Town and County. Hotdogs or hamburgers could be provide to camp participants only (coupon) or expanded to include parents/families etc.
3. A combination or numbers 1 and 2.

Two of the resources we find most valuable in many circumstances are time and money, so I realize we are asking for something of great value. I hope, if this happens, it can also reap great rewards.

I do see the value of our camp and to our Town and County. And early discussions with representatives of both have agreed, and I thank them for our advertising partnership.

I am asking for the opportunity to be a delegate at the next County meeting to present to you all.

I look forward to hearing back from you, and would be happy to discuss further.

Thanks, and have a great day!

Kevin Fleming
Camp Coordinator
780-656-5865



Assessment Audit Report 2024 Roll (Tax Year 2025)

County of Smoky Lake

**Tax Programs and Assessment Audit
Grants and Education Property Tax Branch
Municipal Assessment and Grants Division
Municipal Affairs
15th Floor, Commerce Place
10155 102 Street
Edmonton AB T5J 4L4
Phone: 780-422-7125
Email: ma.assessment.audit@gov.ab.ca**

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Executive Summary

Introduction

Assessments must be equitable to ensure a fair distribution of municipal property tax and provincial education tax. The assessment audit program's focus is to promote assessment equity within a municipality and between municipalities throughout Alberta by auditing and reporting on assessment performance and advancing best practices.

Detailed assessment audits combine factual, results-oriented ratio study with a more investigative, process-oriented procedural audit to determine if assessments meet valuation and administration standards reasonably expected of Alberta municipal assessment programs. As well as market value assessments, detail audits may review property classified as farm land and machinery & equipment assessed at regulated rates that cannot be monitored by ratio studies.

Each year a number of detailed audits are scheduled. These audits can be initiated by a municipal request or by Minister's initiative. An audit can be specific to a municipality or based on a property group encompassing multiple municipalities.

Municipalities prepare assessments in accordance with Part 9 of the *Municipal Government Act (MGA)* and the regulations. Assessment audits are performed under the authority of section 22 of the Matters Relating to Assessment and Taxation Regulation, 2018 by assessment auditors appointed by the Minister of Municipal Affairs. The Detailed Assessment Audit Manual guides the auditors' work. This report is intended to be read in conjunction with the Detailed Assessment Audit Manual. The manual is meant for use by auditors to facilitate a consistent approach to detail audits or can be used by municipalities as a self-review tool.

Objective of the Audit

The objective of this detailed audit is to provide an unbiased opinion as to the quality of the municipality's assessment roll for the 2025 tax year. The opinion is based on a review of assessment performance by measuring the degree to which assessments meet regulated quality standards, and a review of procedures and administration of the municipality's assessment program. The audit also provides a means to identify and reinforce strengths in a municipality's assessment program and to identify where opportunities exist to improve assessments or assessment administration.

The audit meets this objective by providing brief findings and conclusions for individual tasks meeting best practice guidelines and legislative requirements as outlined in the Detailed Assessment Audit Manual. For tasks not meeting legislative or best practice requirements and requiring a recommendation, the auditor provides more detail and explanation of findings supporting conclusions.

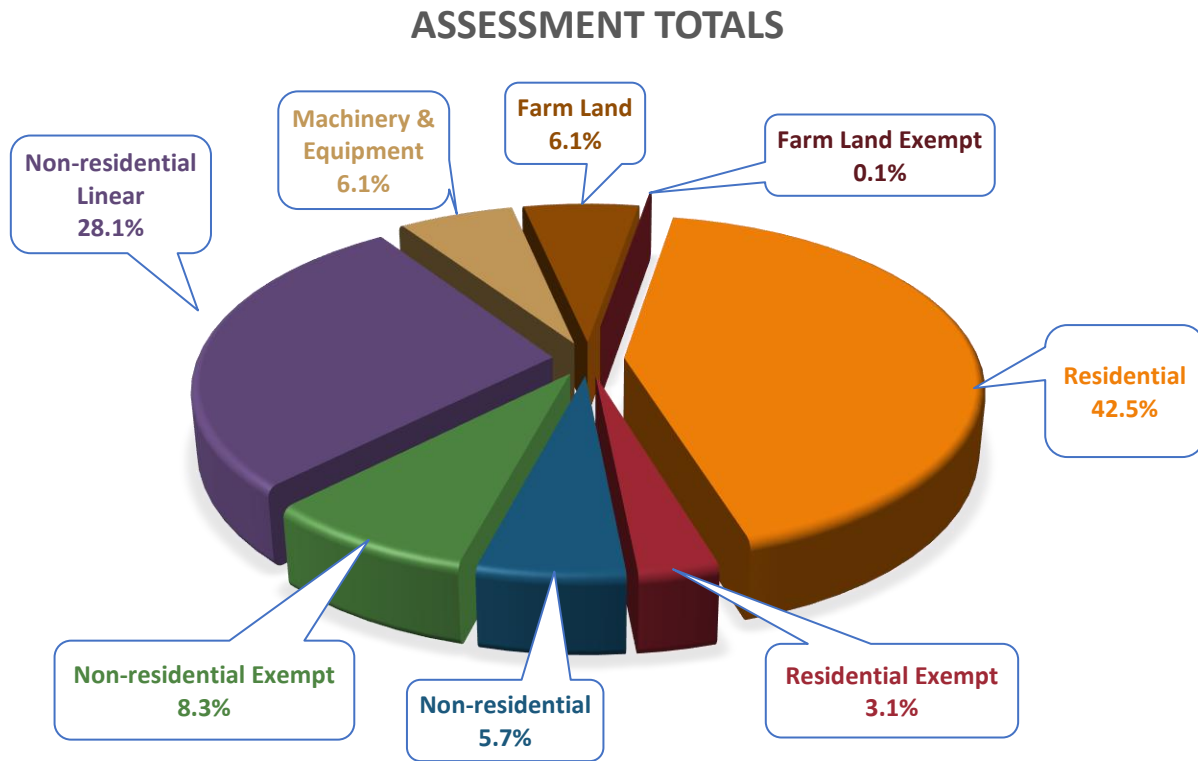
Scope of the Audit

This detailed assessment audit reviews assessment performance for all properties the municipality is legislatively required to prepare assessments for, as well as an administrative review. Ratio studies serve as the primary tool for the objective evaluation of mass appraisal performance. The procedural review focuses on assessment preparation and involves a sample of properties for testing.

The following topics are out of scope for this audit:

- provincial and municipal tax policy,
- equalized assessment and education requisition policy,
- business assessment and taxation provisions in Part 10, and
- property assessments completed by the Provincial Assessor.

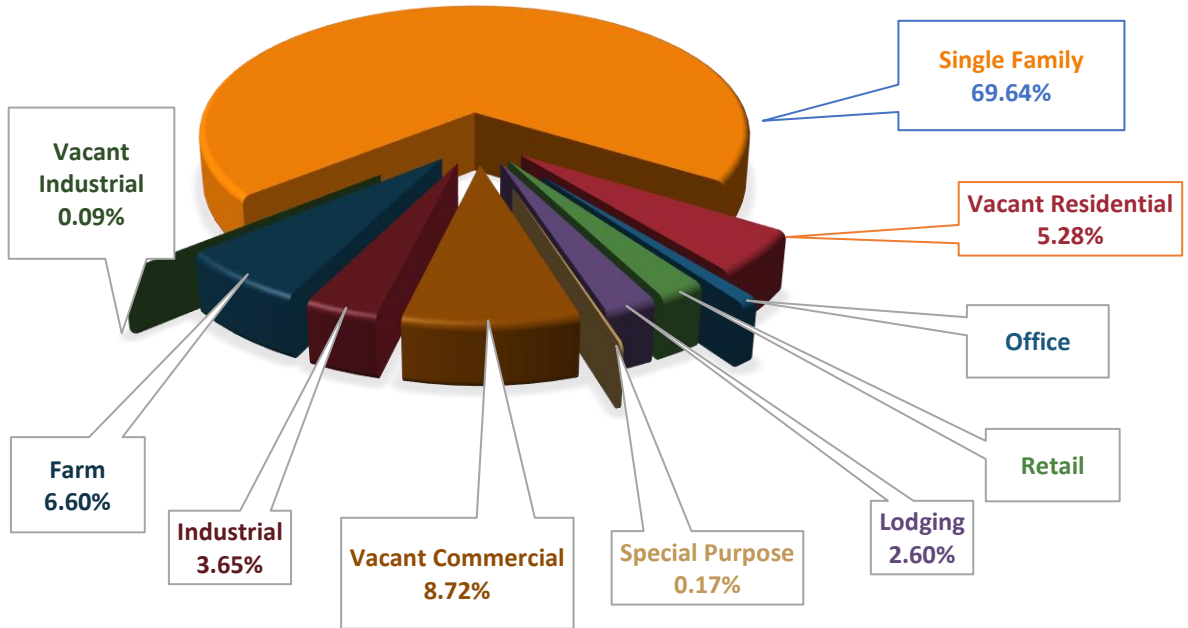
Distribution of Assessment by Property Type



Property	Parcel Count	Total Assessment*
Residential	2,214	397,543,160
Residential exempt	911	29,331,180
Non-Residential	448	53,727,850
Non-Residential Exempt	904	77,343,960
Non-Residential Linear	N/A	263,034,190
Machinery and Equipment	136	56,671,210
Farm Land	4,166	56,739,440
Farm Land exempt	101	847,680
Total	8,880	935,238,670*

*Note that these are liability assessment totals that include designated industrial property (DIP).

PROPERTY GROUPS



Residential Property Type	Parcel Count	Total Assessment*
Single Family Dwellings	1,916	421,952,370
Vacant Residential	672	32,010,660
Office	39	5,516,300
Retail	53	14,197,480
Lodging	7	15,748,890
Vacant Commercial	639	52,817,710
Industrial	88	22,106,390
Vacant Industrial	12	547,470
Special Purpose	6	1,006,020
Farm Property	2,947	39,965,080

*Note that the total assessment total is based on predominant actual use categories that do not align exactly with liability totals.

Findings of Audit

In our opinion, Smoky Lake County, in preparing its assessment roll for the 2025 tax year, has met most of the legislated standards. The procedures and practices used in preparation of property assessments meet assessment best practices.

In addition, an administrative review of the municipality's management of the assessment program finds legislative requirements are in substantial compliance for the administration of bylaws, assessment rolls, complaints, and public relations.

Recommendations:

Compliance with Legislation Requirements – High Priority

- The municipality must ensure the correct exemption reason codes are assigned to applicable properties.

Best Practice

- The assessor must review and update actual use coding for vacant residential properties that contain only farm land.

Observations:

In addition to recommendations, the auditor makes several observations during the course of the audit. These are identified in the findings of the report. Assessment Audit appreciates the assessor's openness to receiving feedback and discussing the issues brought forward. Some items are already addressed, while others are in the process of being implemented.

Acknowledgements

Cooperation received from the assessor and the assessment staff of Smoky Lake County is greatly appreciated. We received all information, reports and explanations required to conduct the audit in a timely and courteous manner.

Next Steps

The municipality's acceptance of this report demonstrates a commitment towards the continued improvement of assessment practices and contributes toward enhancing assessment quality across the province.

The assessor and chief administrative officer were asked to respond to conclusions and suggestions contained in the audit report.

Detailed Audit Follow Up

A detailed audit is considered a success if results provide a means for stakeholders to evaluate assessment quality leading to a strong commitment in implementing opportunities for improvement.

The purpose of a detailed audit follow-up is to evaluate progress on actions the municipality has made in addressing **recommendations**. A follow-up audit will be conducted in 2027.

Assessor Response

We would like to thank the audit department for the detailed review and analysis of the 2024 Assessment prepared for Smoky Lake County. After your review of the completed assessment, along with your review of the practices and procedures utilized in the creation of the assessment, the audit department identified three items of recommendation and 3 items of observation for review and continual monitoring.

The three items of *recommendation* involve either "exemption reason" coding or "actual use" coding. The applied coding of the identified properties will be reviewed and corrected as required.

The three items of *observation* regarding applied coding and PRD will also be reviewed for the coming year.

Thank you for all of your work with this Detailed Audit of the 2024 Assessment and the three recommendations and three observations. We will review these items you have flagged as we prepare the 2025 Assessment and make any any adjustments required to ensure we continue to follow recommended best practice by the Assessment Audit Department.

Municipal Response

Thank you for the audit and recommendations. I agree with the auditors response and can confirm that the recommendations have been implemented.

Performance Review

A performance-based review provides direct evidence of valuation accuracy and uniformity of properties assessed at market value.

Residential Properties

Smoky Lake County assesses its residential property using the market-adjusted cost approach to derive market values for improved properties and the direct sales approach for land values. Residential properties are stratified into single-family dwellings (SFD) and vacant land (VR).

Sold Parcel Reconciliation

Sales verification determines whether a sale is arm’s length and indicative of market value, or if the buyer has received a benefit or obligation other than the value of the real property. Confidence in market analyses and subsequent ratio studies both depend on reliable sales data. Assessors screen Land Title Office transactions and assign verification codes designating whether a sale is valid or invalid for use in market analysis. Invalid sales are transactions not reflecting market value that may require non-allowable or excessive sale price adjustments in order to represent market value and therefore, are not recommended for use in analysis. Sales codes and descriptions are found in the Recording and Reporting Information for Assessment Audit and Equalized Assessment Manual (RnR). The following table shows sales the assessor coded for inclusion/exclusion in the Assessment Shared Services Environment (ASSET) ratio study.

Sales Verification Description	Sales Code	SFD	VR
Not included sales			
Not verified sale	8000	3	4
Good sale	8001	70	22
Non-Arm's length	8002	145	83
Duress	8005		1
Partial interest	8006	1	
Government sale	8010		1
Opinion of value, transfer document	8011	75	23
Multi-parcel sale	8014	2	
Total		296	134
Included sales			
Not verified sale	8000	2	1
Good sale	8001	100	41
Government sale	8010		1
Multiple parcel sale	8014	6	
Total		108	43

The assessor’s sales verification process is ongoing as sales transactions are received by the assessor monthly. Sales are screened monthly to determine if they can be used in analysis. If there is insufficient information on the certificate of title, the transfer document is researched. The purchaser is typically contacted, and the property inspected.

A total of 581 residential sales were submitted into the Assessment Shared Service Environment (ASSET) system for the sales period under review. A total of 108 single family dwelling sales and 43 vacant residential sales were used by the assessor.

The auditor reviewed a sample of sales for each of the sales codes (SFD and VR) to determine appropriateness of the codes used.

There are 10 sales coded as 8000, Not Verified Sale. The auditor noted that most of these sales included as sales narrative which indicates that they were verified. The assessor should review the sales coded 8000 (not verified) as sales appear to be verified and going forward use the 8000 code as a placeholder only

There are 92 sales that coded as good sales that are excluded from analysis (70 SFD and 22 VR). Almost all of these sales include some farm land that is assessed with regulated farm land rates. These sales should be coded as farm sales (code 8017) to indicate there is land assessed using regulated rates.

The majority of excluded sales are coded 8002 non-arms-length. A sample of these sale found them to be coded and excluded appropriately.

Sales information and related coding were included in the sample reviewed by the auditor. This sales information is permanently retained as part of the assessment record.

Observation

The assessor is advised to review the sales coding to ensure that the most appropriate code has been assigned.

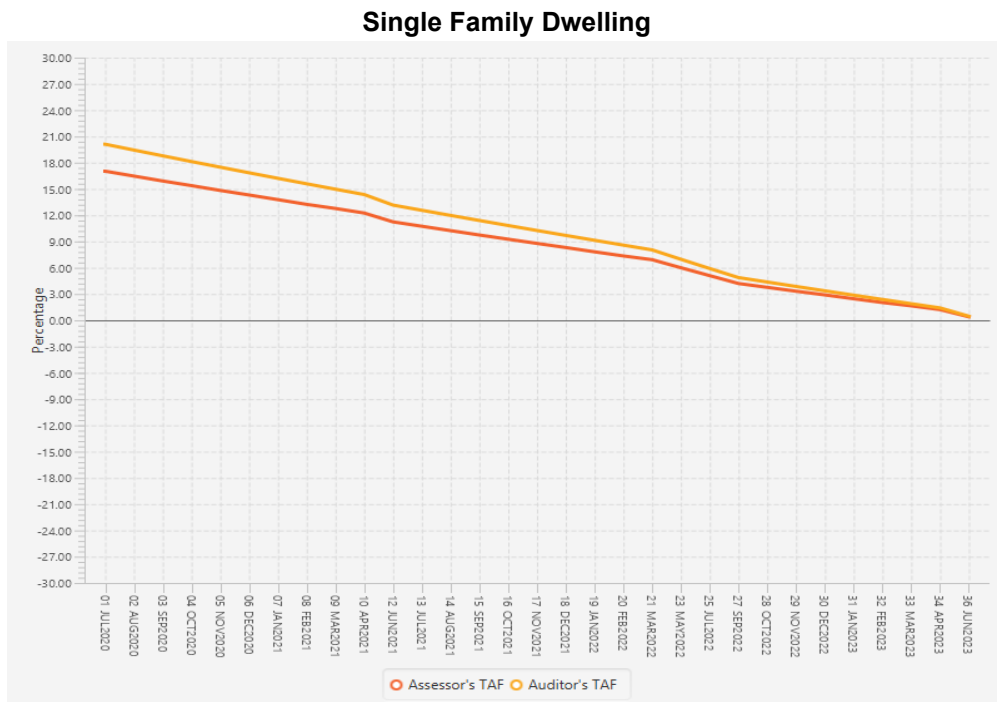
Single Family Dwelling (SFD)

Time Adjustment Validity

The Matters Related to Assessment and Taxation Regulation, 2018 states any assessment prepared in accordance with the MGA must be an estimate of the value of a property on July 1 of the assessment year. In other words, sale prices must be adjusted for time to the date of July 1, 2024.

The time adjustment can be defined as “the price at which a property sold, adjusted for the effects of price changes reflected in the market between the date of sale and the date of analysis” (IAAO Property Assessment and Assessment Administration).

One method of determining the time adjustment is the sales ratio trend analysis (SAR). This method is used most often in Alberta. The auditor uses the sales ratio trend analysis to compare the overall single family trend against all sales in the municipality.



The above chart demonstrates the time adjustment percentage applied by the assessor contrasted with the time adjustment developed by the auditor for a three-year period. The auditor’s analysis, for this chart, combines all geographic areas in the county. The resultant difference in the overall ratios for SFD is less than 1% which is an acceptable difference.

Assessor’s Analysis

Number of Sales	Median ASR	PRD	COD
110	0.983	1.03	10.47

Auditor’s Analysis

Number of sales	Median ASR	PRD	COD
110	0.975	1.03	10.54

The assessor’s time adjustment analysis is similar to the auditor’s and is used in subsequent analysis.

Other Sale Price Adjustments

Occasionally, other adjustments are employed (chattels for example). For single family dwelling (SFD) in particular, these types of adjustments should rarely be used. The assessor adjusted two sales for chattels, two as listings, one for multiple property sales and one for non-assessable property. These adjustment indicate that sales are investigated thoroughly and adjustments are applied sparingly.

The assessor's sales coding and adjustments are reasonable. The assessor's adjustment factors are used by the auditor for residential market analysis in this report.

Ratio Studies

Market value assessments must meet median assessment ratio and coefficient of dispersion standards. Performance-based review (ratio studies) provide direct evidence of valuation accuracy and uniformity.

Various statistical studies were undertaken to review quality and uniformity of assessments within an assessment roll. Conclusions are made when the sample size is 15 or more sold properties within a particular stratum. If the sample is less than 15 but more than five, and if sales are judged to be representative of the population, some weight may be accorded to the results. The Matters Relating to Assessment and Taxation Regulation, 2018 sets forth requirements for assessment quality and uniformity. Statistical testing measures whether standards have been met. For any stratum, the median assessment ratio and the corresponding coefficient of dispersion (COD) must be within the following ranges:

Property Type	Median Assessment Ratio (ASR)	Coefficient of Dispersion (COD)
Property containing 1, 2 or 3 dwelling units	0.950 – 1.050	0 – 15.0
All other property	0.950 – 1.050	0 – 20.0

The price related differential (PRD) is a non-regulated quality standard. PRD values between 0.98 and 1.03 indicate high and low value properties are assessed at similar percentages of market value. PRD values below 0.98 indicate there is a progressive bias favouring low value properties and that high value properties are over assessed. PRD values above 1.03 indicate a regressive bias favouring high value properties and that low value properties are over assessed.

Single Family Dwelling Ratio Study Results

Assessment Audit reviewed overall performance indicators for residential properties. Median ASRs and CODs for single family dwelling (SFD) and vacant residential (VR) property use groups are within regulated standards.

Property Use Group	Parcel Count	Sales Count	Median ASR	COD	PRD
Residential Single Family Dwellings (SFD)	1,916	108	0.976	11.4	1.02

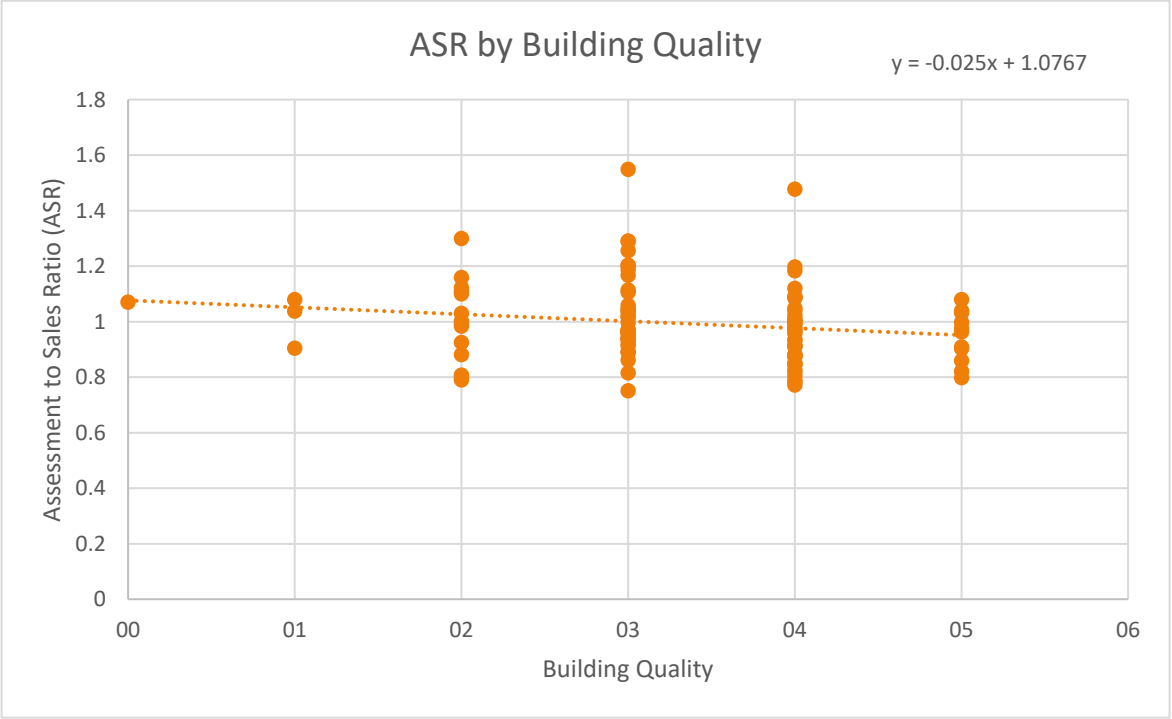
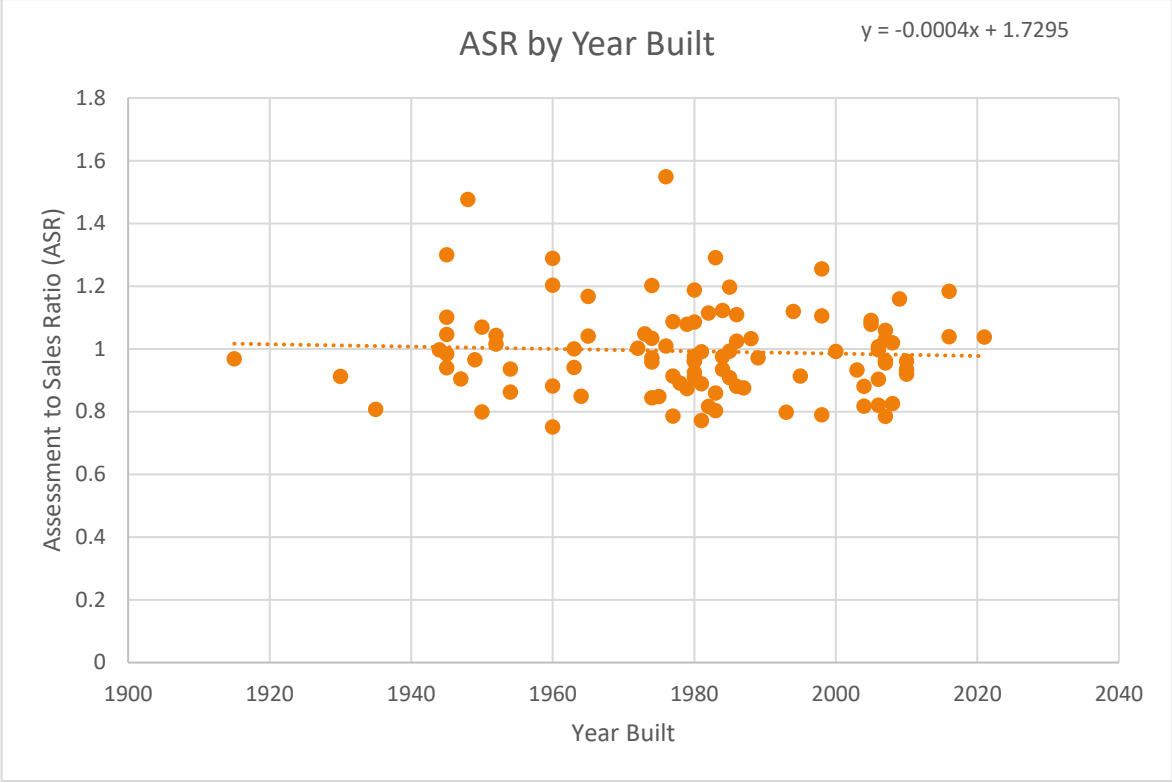
The table below includes strata where there are sufficient sales to offer an opinion on quality.

Market Area Code	Market Area Description	Parcel Count	IOV Count	Median ASR	COD	PRD
1	Rural/Hamlets	1,362	70	0.971	10.0	1.02
2	Lake Subdivisions	554	38	1.012	13.7	1.04

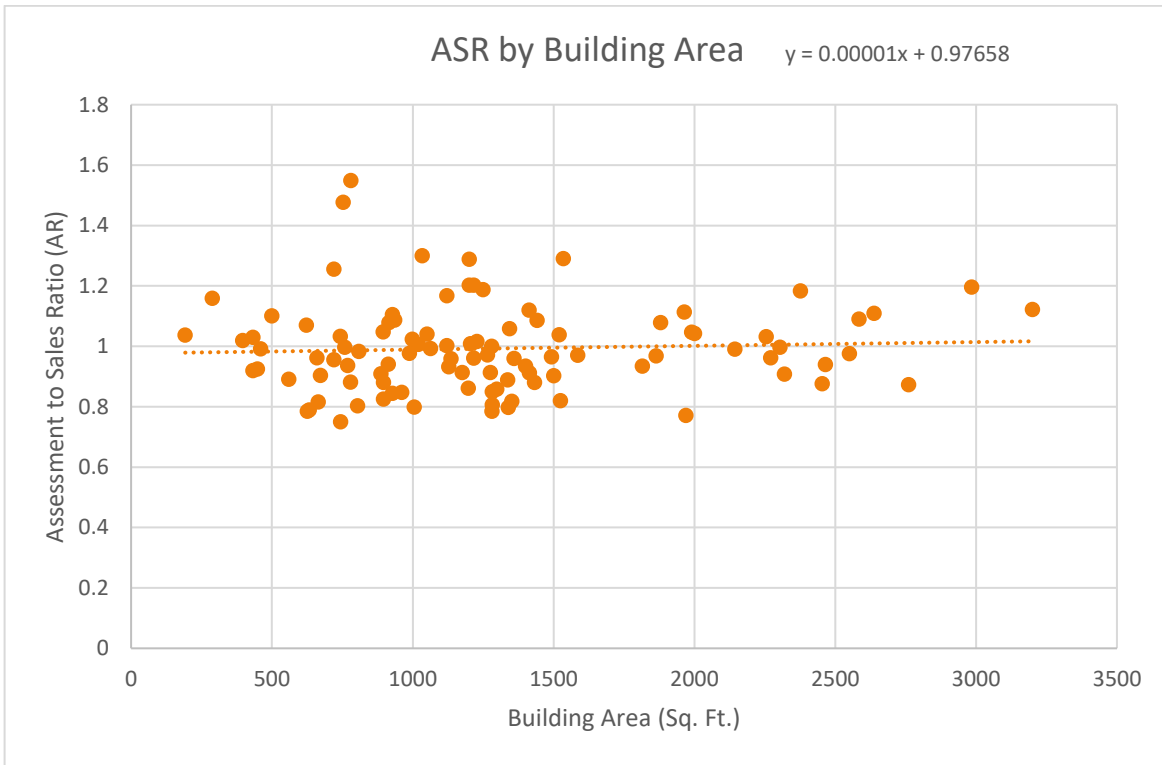
Quality	Quality Description	Parcel Count	IOV Count	Median ASR	COD	PRD
02	Substandard	310	13	0.990	11.8	1.01
03	Fair	429	32	1.001	12.1	1.01
04	Standard	683	37	0.958	10.8	1.01
05	Semi-custom	225	11	0.962	7.9	1.01

Area (SF)	Parcel Count	IOV Count	Median ASR	COD	PRD
<1000	715	38	0.969	12.1	1.02
>1000-1500	642	36	0.984	11.0	1.02
>1500- 2000	333	10	1.010	11.0	1.02
>2000	155	15	0.954	8.4	1.03

The following analysis examines sales to determine if there is any bias in the assessments based on year built, quality of house or size of house.



01 Poor, 02 Economy, 03 Fair, 04 Average, 05 Semi-custom, 06 Custom



The trend lines indicate little to no bias. There is no general trend observed.

Valuation of Similar Property

Sold vs: Unsold Analysis

The objective of ratio studies is to determine appraisal performance for the population of properties; that is, both *sold* and *unsold* parcels. If sold parcels are selectively reassessed based on their sale prices or other criteria, the assessed values used in ratio studies will not be representative, and ratio studies will be distorted (the median ASR may be over or understated and the COD will be artificially low).

Assessment Audit reviewed the SFD sold sample and unsold population to determine if their change or shift in assessment from the previous year is similar. A substantially greater year-over-year change in assessments of sold properties, compared to year-over-year assessment changes in unsold properties, could be indicative of selective re-assessment. Tolerance for audit purposes is 5% between the assessment shift for unsold and sold properties. In the following analysis:

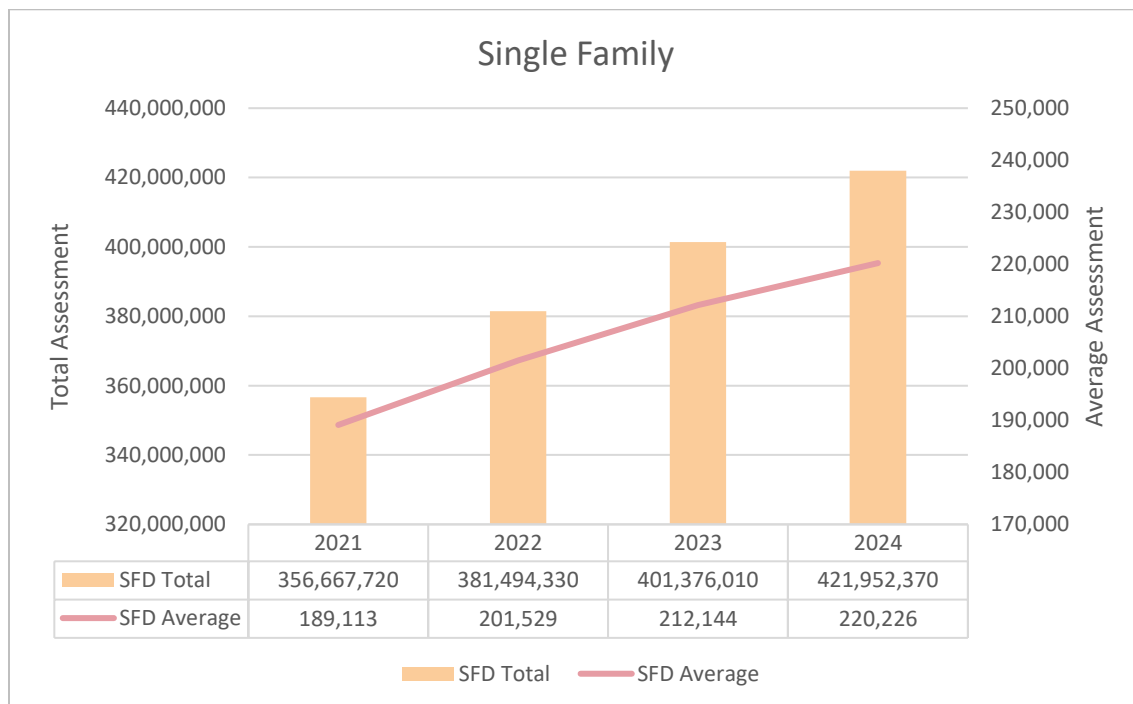
Only IOV (indicators of value) flagged as available for analysis are included.

The results based on submitted sales are as follows:

Actual Use Group Code	Number Unsold	Number Sold	Median % Asmt Change Unsold	Median %Asmt of Sold	% Diff Sold Unsold
SFD	1,494	108	3.26	1.91	-1.36
VR	538	43	0.00	0.00	0

There is little difference in year-over-year assessment changes for single family dwellings and vacant residential indicating there is no selective reassessment.

Year over Year changes



The year-over-year changes indicate there has been a steady increase in assessed values from 2021 onward. This is corroborating support for the SFD time adjustments used by the assessor.

SFD Conclusions

Ratio study results for Single Family Dwellings (SFD) are within quality standards, sold and unsold properties are treated similarly, and the inspection program is current.

The assessor is commended for recording detailed notes on all transactions or enquiries.

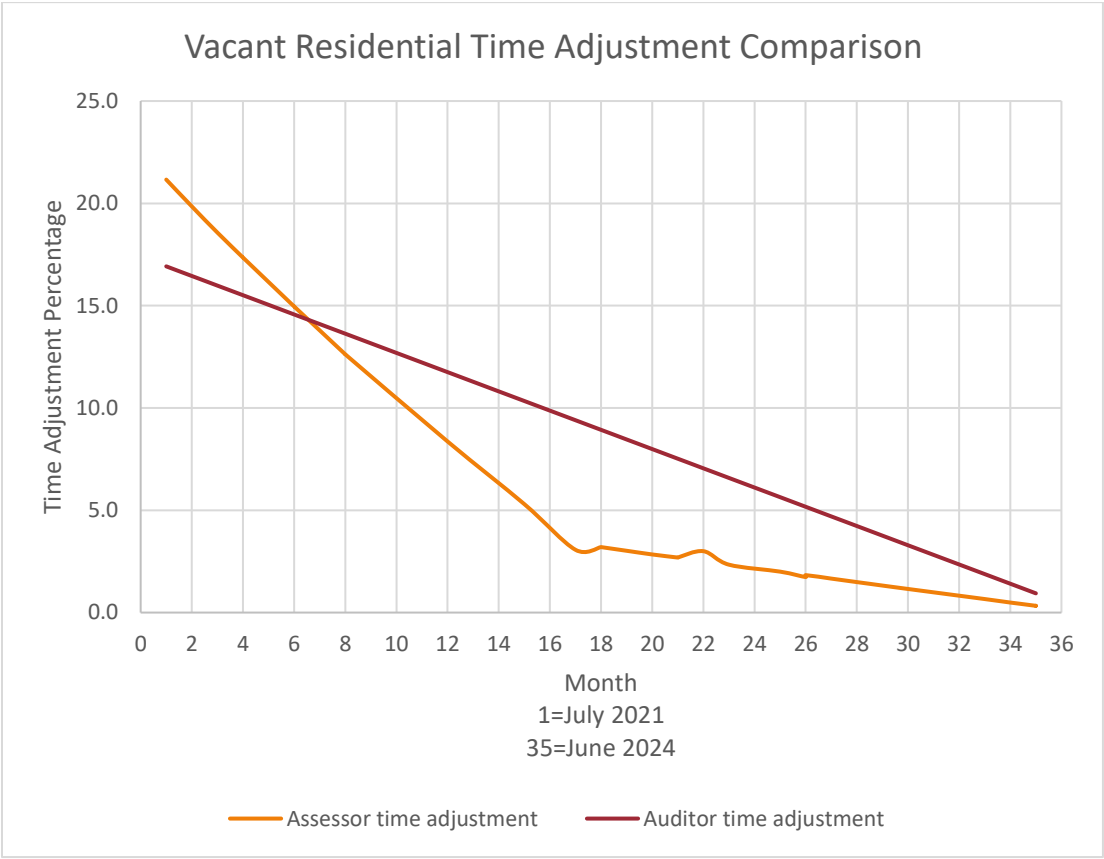
Vacant Residential (VR)

Sold Parcel Reconciliation:

The assessor submitted 177 vacant residential sales into ASSET; with 43 included, and 134 excluded. The auditor reviewed a sample of the excluded sales and found them to be excluded appropriately.

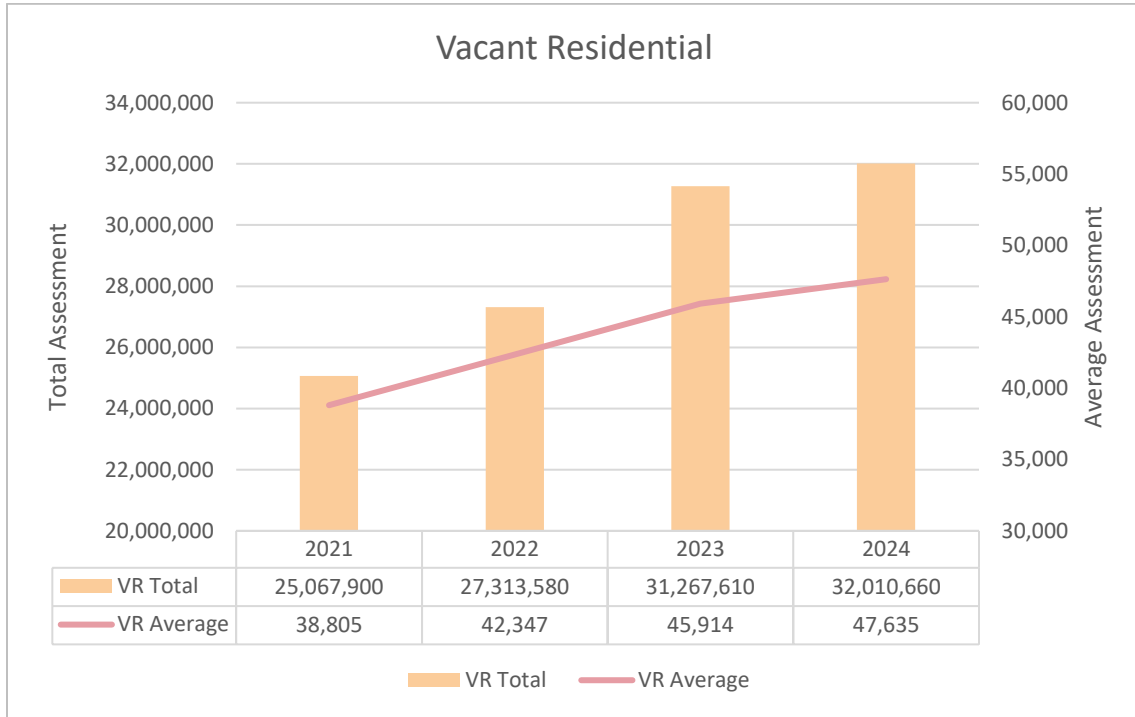
Time Adjustment Validity

The following chart is the auditor's sales ratio trend analysis.



The above chart represents all valid vacant residential indicators from a three-year period. The auditor forced in a linear time adjustment (time adjustments were indicated to be not significant) to conduct the time adjustment comparison for vacant land.

Year over Year changes



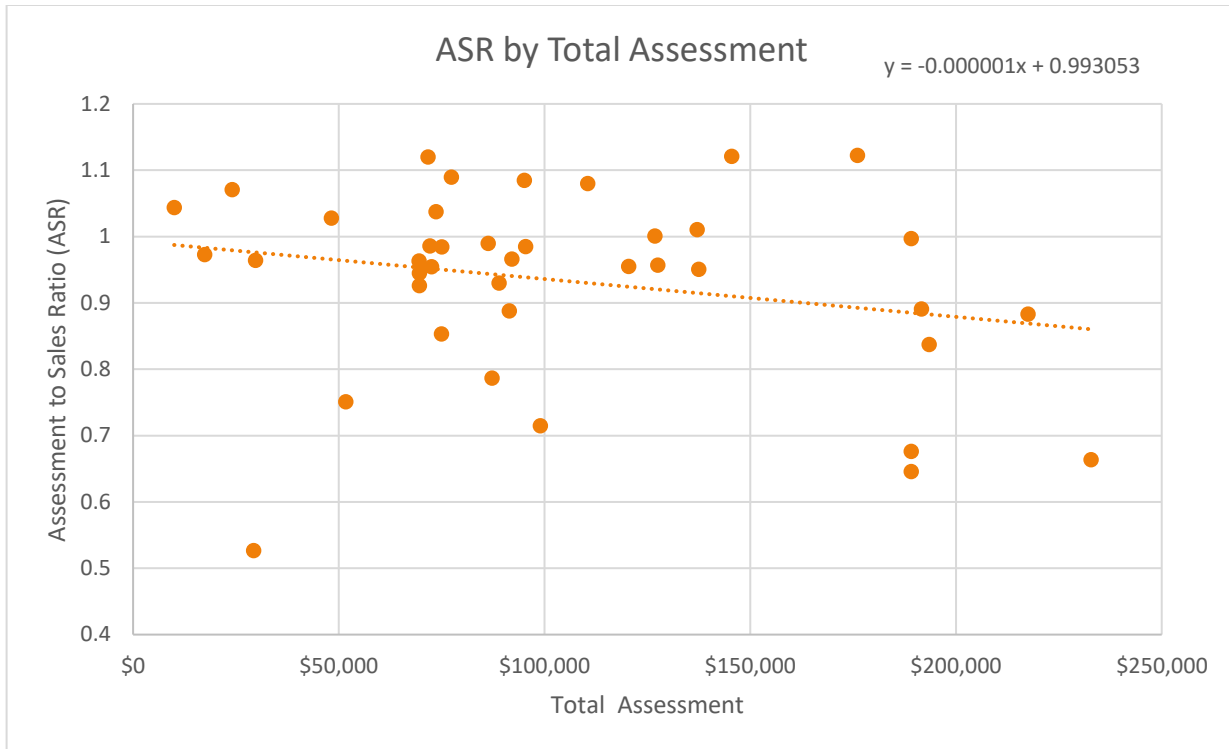
The year-over-year changes in total and average property assessments suggest that a linear time adjustment trend line is appropriate.

Vacant Residential Ratio Study Results

The resultant ratios using the auditor time adjustments are as follows (within regulated standards):

Property Use Group	Sales Count	Median ASR	COD	PRD
Vacant Residential (VR)	43	0.950	11.3	1.05

The price related differential (PRD) is a non-regulated quality standard. PRD values between 0.98 and 1.03 indicate high and low value properties are assessed at similar percentages of market value. PRD values below 0.98 indicate there is a progressive bias favouring low value properties and that high value properties are over assessed. PRD values above 1.03 indicate a regressive bias favouring high value properties and that low value properties are over assessed. The above PRD is above the unregulated standards. This is further examined below.



The above chart shows a slight downward trend which can indicate a regressive assessment model with higher valued lots being assessed at a lower percentage of market value. This is indicated by a higher PRD from above. Although there are limited sales the assessor is advised to monitor the PRD in future ratios studies to determine if the VR valuation model requires recalibrating.

There is only one strata having sufficient sales to conduct further studies.

Actual Use Group Code	Market Area Code	Market Area Description	Parcel Count	IOV Count	Median ASR	COD	PRD
VR	1	Rural / Hamlets	540	26	0.964	13.1	1.07
VR	2	Lake Subdivisions	132	14	0.957	6.1	1.01

This group is within standard for median assessment ratio and uniformity (COD). The price related differential (PRD) is high indicating a regressive assessment as mentioned above.

Sample Property Review

The auditor reviewed sample properties to determine thoroughness of the inspection program as well as ensuring all property types are assessed in a similar manner. For residential acreages, comparison was made for application of the assessment manual, and depreciation. Assessment record data is accurate and detailed. Most records have at least one photo of the property. Properties built in the past few years typically have photos taken during construction. Most assessment records also have detail narratives reflecting history of the property, sales information, condition observations and other value-influencing factors.

The auditor also reviewed consistency in classification of houses (and other out buildings), including model, quality, and structure codes in the cost approach. The auditor finds classifications of the improvements are applied consistently and accurately. The same is true for assessments of manufactured homes (mobile homes) on *fee simple* parcels.

Further review includes condition, utility, and desirability (CDU) ratings. Most properties have a CDU rating of average. Based on property viewings, most assessments reasonably reflect general condition of improvements.

The assessment of small land holdings in the county is significantly affected by how the property is used. For example, if a 20 acre parcel (with a home) is part of a farming operation, only the first 3 acres are assessed at market value. The remaining 17 acres are assessed using regulated farm land assessment rates reflecting productivity of the land. If this property is not used for farming operations, the entire 20 acres is assessed at market value. The small parcel properties are part of the sample of property list. From the sample, we conclude the assessor correctly assesses farm/non-farm status. The assessor states they review farming activity as part of the reinspection cycle. The auditor reviewed a number of properties to determine if the valuation standard is applied correctly. From the sample it is apparent the valuation standard is applied consistently and accurately. The assessor has indicated that attached and detached garages on farm sites are reviewed for farm use. It is based on a combination of observed use and feedback from the taxpayer. Based upon review of a sample, the auditor confirmed that legislation concerning farm buildings was appropriately applied, and the assessor's process was deemed reasonable.

Comparable properties were selected to determine if they are assessed similarly, and thus ensure all vacant property is treated in a fair and equitable manner. All properties reviewed appeared to be assessed according to observed property use. The assessor indicates they review use of property (vacant or improved), and farm land status is granted only when the use clearly meets legislative requirements.

There are approximately 300 properties containing only farm land having an actual use code of VR. Although this does not affect the assessment value or taxation, the assessor should review the actual use coding to reflect the use of the property.

VR Conclusions

The valuation standards and procedures used to assess vacant residential property is within legislated standards and best practices.

Recommendation - Best Practice

The assessor must review and update actual use coding for vacant residential properties that contain only farm land.

Observation:

The assessor is advised to monitor the PRD for vacant residential property.

Non-Residential (NR)

Non-residential property in the county includes Industrial (IND), Office (OFF), Retail (RET), Special Purpose (SPEC), Vacant Commercial (VCOM) and Vacant Industrial (VIND). Vacant and improved parcels receive separate consideration. Note that industrial oilfield property is classified as Designated Industrial Property and is not part of this review.

In Alberta, Replacement Cost New (RCN) for most non-residential properties is calculated using the *Marshall & Swift* manual. The rates and modifiers are updated on a monthly basis and the manual is embedded in CAMA lot software, used by most municipalities.

Sales Verification Description	Sales Code	Industrial	Office	Retail	Vacant Commercial	Vacant Industrial
Not used in Analysis						
Good sale	8001	1			2	
Non-Arm's Length	8002	1		1	16	1
Government Sale	8010			1	1	
Opinion of Value	8011	1			1	
Total		2		2	20	1
Used in Analysis						
Good sale	8001		1			

There is only one good sale used to determine assessment level. The auditor reviewed all excluded sales and finds them to be coded and excluded appropriately.

Findings:

It does not appear there is any motivation driving which sales are excluded, and the assessor appears to be using discretion appropriately.

Property Use Group	Sales Count	Median ASR	COD	PRD
Industrial/commercial	1	0.980	N/A	N/A

The one sale is within regulated quality standards.

Sample Property Review

The auditor reviewed a sample of improved and vacant non-residential property to determine if assessments are reasonable and current. The auditor conducted inspections on a number of vacant and improved commercial property at various locations throughout the county. Property data is current, including details like small buildings and sea-cans, with reasonable assessment values. All sample properties have photographs. There were some small discrepancies with the age life of some equipment in service stations properties that were forwarded to the assessor to consideration.

NR Conclusions

The single included sale has an assessment level within regulated standard. The sale verification process is thorough and accurate.

Procedural Review

A process-oriented procedural review examines assessment methodology and procedures. Procedural review focuses on how assessments are prepared and determines whether legislative requirements are met, valuation regulations are adhered to and professional standards and guidelines are followed.

The detailed audit relies heavily on property viewing, by exterior observation, a sample of improved properties. Direct, property-specific observation can reveal subtleties not apparent in a strict statistical analysis (preceding sections). The process considers the valuation approach used and checks if the application of valuation parameters are consistent with similar properties. The review also checks the inventory of structures (dwellings, garages, sizes, carports, decks, fireplaces, etc.).

Property Inventory

Assessable Property

The municipality must prepare an assessment annually for every assessable property in the municipality.

Task Reviewed	Reference	Findings	Comments
Assessable properties are assessed	Required by MGA s.285	Yes	A sample of registration changes in the assessment year was reviewed, and all sampled properties reflect December 31 of the assessment year.
Partially completed improvements assessed	Required by MGA s.291	Yes	The sample included properties that were partially completed at year's end.

Sufficient and Accurate Property Information

The MGA, Matters Relating to Assessment and Taxation Regulation 2018, the Minister's Guidelines and assessment texts, list and discuss required data elements, and the importance of complete and accurate information needed to produce accurate assessments. Assessment Audit reviewed the annual submission for required data elements as well as a sampling of properties to determine if data is incorrect or missing. The overall score for the county is 94.4%. When results tied to linc numbers are excluded, due to distortion from unpatented land without assigned numbers, the overall compliance rate stands at approximately 98%, a high rate of compliance.

Based on sample properties and data reported to the province, the assessor collects and records required information in the CAMA system.

Data Element Reviewed	Reference	Findings	Comments
Predominant Actual Use Code	Required by MGA s.292(3)	Yes	All property have predominant actual use codes.
Legal description	Required by MGA s.293(3)	Yes	All property have a legal description.

Data Element Reviewed	Reference	Findings	Comments
Linc number	Required by MGA s.293(2)	Yes	There are a number of property that do not have a linc number however, these are unpatented land parcels that do not have a linc number registered at the land titles office.
Parcel size	Required by MGA s.293(3)	Substantial Compliance	Almost all properties have a parcel size.
Land use (zoning) bylaw code	Required by MGA s.293(3)	Yes	All parcels have an assigned land use code in the CAMA system and report to ASSET.
Location characteristics	Required by MGA s.293(3)	Yes	These characteristics are kept in the CAMA system using table-driven factors.
Improvement(s) with standard M/Q/S classification	Required by MGA s.293(3)	Yes	All improved properties have a MQS code assigned in the CAMA system and report to ASSET.
Improvement(s) size	Required by MGA s.293(3)	Yes	All properties have an improvement size recorded in the CAMA system and report to ASSET.
Improvement(s) year built	Required by MGA s.293(3)	Yes	All improved properties have a year built recorded in the CAMA system and report to ASSET.
Improvement(s) condition code	Required by MGA s.293(3)	Yes	All improved properties have a condition code recorded in the CAMA system and report to ASSET.
Details of accessory improvements if applicable.	Required by MGA s.293(3)	Yes	Accessory improvements are recorded in the CAMA system and reported to ASSET.
Inspection date	Required by MGA s.293(2)	Yes	Inspection dates are recorded in the CAMA system and report to ASSET.

Inspection Cycle

The MGA, Regulations, Guidelines and assessment texts outline required data elements and the importance of accurate information. The IAAO recommends property characteristics should be continually updated in response to changes brought about by new construction, remodeling, demolition, with reinspection every four to six years. Re-inspections can be supplemented by self-reporting, aerial or digital imaging, multiple listing services, or other third party information.

Count of Residential and Non-Residential Inspections

Inspection Year	Residential		Non-Residential		Total Inspected
	# Inspected	% Inspected	# Inspected	% Inspected	
2020	617	24%	150	18%	22%
2021	357	14%	109	13%	14%
2022	476	18%	256	30%	21%
2023	401	15%	165	20%	16%
2024	695	27%	142	17%	24%
	2,546	98%	822	97%	98%

Percentages in the chart are based on 2024 parcel counts of 6,379 (2,947 farm property 2,588 residential and 844 non-residential). These results arise from information submitted by the assessor to the provincial assessment database (ASSET).

The total re-inspection percentage of 98% over 5 years meets best practice.

Property Characteristics at Date of Sale

According to IAAO texts and the Property Assessment in Alberta Handbook, assessors should preserve a “snapshot” of a property’s data at the date of sale so sales prices and property characteristics can be properly matched during modeling. As well, property characteristics at date of sale may be different than characteristics as of December 31 of the assessment year.

The assessor’s computer assisted mass appraisal (CAMA) system identifies changes to improvements since the property was sold, and reports property condition at the time of the sale.

Valuation of Regulated Property

Pursuant to the Matters Relating to Assessment and Taxation regulation 2018, the assessor appointed by the municipality must follow procedures set out in the Minister's Guidelines.

A sample of regulated property was reviewed by Assessment Audit. The results are as follows:

Task Reviewed	Reference	Findings	Comments
Applicable Minister's Guidelines are applied properly and consistently			
Machinery and Equipment	Required by MGA s.293 and AR 203/2017	Yes	There are four assessments containing machinery and equipment assessed by the local assessor. The auditor reviewed the largest property in depth, and finds the process is current with the Minister's Guidelines including a statutory assessment level of 77%. Most machinery and equipment is assessed as designated industrial property (valued by the Provincial Assessor) and is not within scope for this report.
Farm land	Required by MGA s.293 and AR203/2017	Yes	Assessment rates are applied according to the Minister's guidelines.

Farm Assessment

Under Alberta's legislative regime, farm land is not assessed at market value, but at agricultural use value using regulated rates. Farm-specific legislation includes the 2024 Alberta Farm Land Assessment Minister's Guidelines (Minister's Guidelines), Matters Relating to Assessment and Taxation Regulation (MRAT) 2018, and the 1984 Alberta Assessment Manual.

In order to qualify for preferable assessment rates, land must be used in farming operations; which "...means the raising, production and sale of agricultural products..." and includes crops, livestock, horticulture, apiculture, etc. Farm buildings are defined as "...any improvement other than a residence, to the extent it is used for farming operations..." and are exempt from assessment (MRAT).

The Minister's Guidelines prescribe six steps leading to an agricultural use value assessment. Under Rural Assessment Policy (RAP), the farm land assessment can contribute to a reduction in farm residence assessments.

Step(s)	Comments
(a) Select Base Rate per acre	The rates used for Smoky Lake County are \$350 (arable or pasture).
(b) Apply Assessment Year Modifier (AYM)	AYM has been unchanged at 1.00 for numerous years.
(c) Apply Final Rating Factor from 1984 AB. Assessment Manual.	The manual provides an extensive list of negative modifiers to account for soil type/depth, climate zones, topography, stones, wetland, and carrying capacity (pasture), etc. These factors have been applied appropriately.
(d) Assign number of acres per field.	Allocations in acreage between arable and pasture are based on aerial photographs and physical inspections.
(e) Add all fields.	The fields are summarized on assessment records.
(f) Apply Farm Service Centre Rating.	Adjustments based on size/distance of nearest commercial service centre, and quality of road access. Sample properties were reviewed and ratings applied appropriately.
RAP (Rural Assessment Policy - MRAT)	The first residence on farm land is exempted by up to \$61,540 if there is sufficient agricultural use value assessment to cover the exemption (from all of the farm unit operator's parcels). Additional residences can be exempted up to \$30,770 if "...used chiefly in connection with farming operations." The assessor has applied the RAP exemption appropriately.

The following table summarizes exceptions to agricultural use value.

Exceptions to Regulated Rates	Comments
Parcels less than 1.0 acre assessed at market value.	All parcels less than 1 acre are assessed at market value.
Parcels 1.0 to 3.0 acres used for res/comm/ind; all at market value.	These parcels are assessed at market value.
If there is res/comm/ind use within a larger farm parcel, the first 3.0 acres (or more) are at market value.	Larger non residential sites are assessed with a larger site where appropriate.
If parcel is adjacent water/sewer services; first 3.0 acres at market value.	There are no situations where water and sewer are present.

Step (c) constitutes the bulk of fieldwork. During the 1980s farm land was classified and assessed by personnel from the Ministry of Municipal Affairs – Assessment Services Branch. The farm land assessment personnel were extensively trained and experienced in Alberta's farm land assessment model, and the inventory of information was thoroughly developed by 1990. Typically, the bulk of information remains unchanged (soils, climate, topography, etc.). Material changes arise if new breaking/clearing occurs, irrigation rights change, or the allocation between farm land and other uses changes.

There is an onus on the assessor to verify farm operations, track changes and adjust assessments by changing acreages at market value, and/or adjusting farm building exemptions (whole, or in part). Therefore, audit review focuses on steps other than (c); and the legislative exceptions.

Findings

Item	Findings	Comments
Assessor verifies presence and extent of farm operations (best practices).	Yes	The assessor reviews the farm status as part of a cyclical re-inspection program. Although difficult to definitively determine, there appeared to be no instances where the use classification was incorrect.
Correct Base Rate and Assessment Year Modifier (Minister's Guidelines (a) (b)).	Yes	Rates & modifier resident in CAMALot system.
Employ Final Rating Factor (Ministers Guidelines (c), MRAT).	Yes	Upon viewing, variations for soil, topography, etc., are recorded, consistent between parcels, and intuitively reasonable.
Acreage allocations updated (Minister's Guidelines (d) (e), Best Practices).	Yes	Acreage allocations were reviewed extensively when the farm land assessments were completed in the 1990s. The county has changed little since, but they do review new breaking of farm land. New aerial photography has not been completed for several years.
Employ correct Farm Service Centre rating. (Minister's Guidelines)	Yes	Sample properties have an accurate rating.
Parcels less than 1.0 acres assessed at market value. (MRAT)	Yes	There are no parcels of less than 1.0 acre having farm land assessment.
First 3.0 acres (or more depending on use), at market value if res/comm/ind improvements present, or parcel is adjacent services (MRAT).	Yes	There are no instances where less than 3 acres is assessed at market (unless the parcel size is less than 3 acres).
Farm Building exemption correct (MRAT).	Yes	<p>All farm buildings are exempt from taxation when used for farming operations.</p> <p>The assessor has assessed all buildings on non farm parcels, even if the original design of the building is for farming operations.</p> <p>Ancillary buildings (including attached garages) are evaluated for farm use based on information from the owner as to the amount of farm use and observations made by the assessor during cyclical re-inspections.</p>
Residential Assessment Policy (RAP) calculations in place (MRAT).	Yes	The RAP policy was applied in all sample properties reviewed.

Conclusion:

The assessor's procedures for regulated property are in accordance with the Minister's Guidelines.

Administrative Review

Administrative review is a review of the municipality's management of the assessment program with a focus on whether legislative requirements are met for preparation and administration of the assessment program.

Task Reviewed	Reference	Findings	Comments
Authority			
Appointed assessor has appropriate qualifications	Required by AR 233/2005	Yes	The assessments were declared by Mr. Bob Daudelin, who holds the designation of Accredited Municipal Assessor of Alberta (AMAA).
Assessor as designated officer established by bylaw, and person appointed as assessor	Required by MGA s.210(1) and s.284(1)(d)	Yes	Bylaw 1397-21 creates the position of assessor as a designated officer with Mr. Daudelin appointed to the position.
Supplementary Assessment			
Supplementary assessment by law passed	Required by MGA s. 313	N/A	The municipality does not prepare supplementary assessments.
Assessment Exemptions			
Application of exemptions pursuant to the MGA	Required by MGA s.351 and s. 361 to s. 368	Substantial Compliance	All exempt properties have an exemption reason recorded. However, the assessor is using the code MO-MAG:015/16 which is no longer applicable. These should be coded as GIPOT. The assessor should also use the expanded codes for 362(1)(n) - 362(1)(n)(i),(ii),(iii)(A), etc.
Application of exemptions pursuant to the regulations- Rural residences and farm buildings	Required by AR 203/2017	Yes	The exemption for farm residences is recorded and applied correctly in the assessor's CAMA system.
Application of exemptions pursuant to the regulations- Community Organization Property Tax Exemption (COPTER) regulation.	Required by AR 281/1998	Yes	There are six properties exempted under COPTER. These were correctly exempted under COPTER.
Assessment Notices			
Assessment roll is prepared by February 28	Required by MGA s.302	Yes	The assessment roll was submitted into ASSET and declared on February 24, 2025.
Assessment roll amended for assessment corrections	Required by MGA s.305	Yes	There were 49 properties revised for the 2024 assessment year.
Assessment roll contains the required contents	Required by MGA s.303	Yes	
Bylaw designating manufactured home community as an assessed person	Required by MGA s.304(1)(j)	N/A	
Assessment Notices			
Public notice that assessment notices sent	Required by MGA s.311(1)	Yes	Public notice was published (June 1) in the local newspaper.

Task Reviewed	Reference	Findings	Comments
Assessment Complaints			
Assessment record reflects decision of assessment review board	Required by best practice	Yes	Where required, assessment records reflect changes as a result of an assessment review board decision.
Public Relations			
Sufficient information provided to assessed persons	Required by MGA s.299	Yes	Smoky Lake County engages contract assessors who deal with assessment enquiries. Assessment enquiries requiring more in-depth assessment knowledge are directed to the assessor. Assessors are available at the county office on 2 dates (June 25 and July 2) for assessment enquires (by appointment only) for ratepayers to find out more about assessments. The County's web page provides limited information regarding property taxes.
Summary of assessment of any assessed property in municipality	Required by MGA s.300	Yes	
Governance			
Information submitted to the department	Required by MGA s.293(3) and s.319	Yes	Required information was reported into ASSET and declared on February 24, 2025.
Assessment roll changes submitted to department	Required by MGA s.305.1 and AR 203/2017	Yes	The assessor loaded a Revision Submission into ASSET September 25, 2025. This load included revisions to 49 parcels.

Recommendation- Compliance with Legislation Requirements

The municipality must ensure the correct exemption reason codes are assigned to applicable properties. .

Addendum

Item 1

Table of Commonly Used Acronyms and Abbreviations

AUG	Actual Use Group Code (SFD, RC, IND, etc.)
CAMA	Computer Assisted Mass Appraisal - <i>CAMA/ot</i> (brand name)
PUC	Predominant Use Group code
M/Q/S	Model/Quality/Structure codes
ASR	Assessment/Sale Price ratio
SAR	Sale Price/Assessment ratio
COD	Coefficient of Dispersion
PRD	Price Related Differential (measure of low-value vs. high-value ASR's)
Non-Res (NR)	Combined non-residential property types; retail, office, industrial, vacant industrial/commercial
IND	Improved Industrial
LOD	Improved Lodging
RFI	Request for Information (typically from property owner)
RC	Residential Condominium
SFD	Single Family Dwelling
SPEC	Special Purpose Property (manufacturing plants, oil & gas facilities...)
VCOM	Vacant Commercial
VIND	Vacant Industrial
VR	Vacant Residential



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PARTNER LETTER OF SUPPORT

Roots & Wings • Youth Suicide Prevention Initiative • 2026–27

Template letter — please copy the body content onto your organization's letterhead before sending. Remove this header and the bottom instruction line before transmission.

[Date]

Children and Family Services

Government of Alberta

YouthSuicidePrevention@gov.ab.ca

To Whom It May Concern,

Re: Letter of Support — Roots & Wings, A Youth Suicide Prevention Initiative led by Dragonfly Counselling & Support Centre

On behalf of [Partner Organization Name], I am pleased to write in full support of the Dragonfly Counselling & Support Centre (DCSC) application to the Government of Alberta's 2026–27 Youth Suicide Prevention Grant Program for the Roots & Wings initiative.

[Partner Organization Name] serves [briefly describe community served]. We share Dragonfly's commitment to ensuring that the young people in our community grow up anchored, supported, and safe — and we strongly support this initiative.

About Roots & Wings

Roots & Wings is a comprehensive, culturally responsive youth suicide prevention initiative built on the principle that young people thrive when they are anchored by strong roots —

family, culture, faith, values, and coping skills and given the wings to grow with confidence, safety, and belonging.

The name itself reflects this philosophy. Dragonfly Counselling & Support Centre is the wings. The support, skills, and growth opportunities that help young people fly. The roots are everything that grounds a young person: family connection, positive self-values, cultural identity, faith, and learned coping mechanisms. The two together — roots and wings — describe what every young person needs to thrive, and what protects them from self-harm and suicide.

Roots & Wings will deliver three integrated streams of programming for youth across DCSC's 65,000 square kilometre service region of northeast and north central Alberta:

- School-Based Clinics offering drop-in mental health counselling and risk-of-harm assessment in partner schools, with summer continuity through online and satellite delivery in rural communities, First Nations, and Métis Settlements.
- Two evidence-informed group workshops — Inner Roots & First Wings and Wings in Flight (described below) — each adapted into culturally and developmentally specific streams for young men, young women, Indigenous youth, faith-based youth, and Francophone youth.
- The Taproot Program, a new family cohesion service that strengthens the family relationships that protect young people from harm including a family risk and protective factor assessment, support session with Family Cohesion Specialist and a family wellness toolkit.
- A new online toolkit, Walking Alongside: The Roots & Wings Toolkit for Trusted Adults, that equips caregivers, teachers, and community members with practical resources for supporting youth coping skills, critical thinking, conflict resolution, and overall wellness.

Inner Roots & First Wings — School Workshop

Built on DCSC's Personal Safety & Wellness curriculum, Inner Roots & First Wings is a multi-session group workshop that develops the inner roots and first wings of a young person — the values, voice, identity, and coping skills they carry within themselves wherever they go. Curriculum modules include coping skills for stress, conflict, and overwhelm; identifying and living core personal values; assertive communication; healthy relationships and boundary-setting; critical thinking in a world of harmful media and peer pressure; and managing stress and uncomfortable emotions.

Inner Roots & First Wings is grounded in the understanding that positive values, strong family and peer connection, critical thinking, and learned coping skills are among the

strongest protective factors against youth self-harm and suicide. Participants leave the workshop with concrete tools they can carry into adulthood.

Wings in Flight — School Workshop

Adapted version on BC Transitional Housings PEACE program, Wings in Flight is a multi-session group workshop that teaches young people how to use their wings, how to navigate the winds of peer influence, social media, and conflict, while always returning to the roots that ground them. It builds awareness of how the influence, actions, and words of others impact a young person's emotions, choices, and sense of self. Rooted in assertive conflict resolution and grounded in family values and core relationships, Wings in Flight responds directly to one of the most significant drivers of youth self-harm: negative peer and media influence.

Wings in Flight is adapted into culturally and developmentally specific streams to ensure resonance across our region: Wings in Flight for Young Men, Wings in Flight for Young Women, the Indigenous adaptation, the faith-based adaptation, and the Francophone adaptation.

The initiative directly addresses all three focus areas of the Youth Suicide Prevention Grant Program: Supports and Services, Training, and Awareness and Education and is purpose-built to reach the priority youth populations identified as at elevated risk, including rural and remote youth, Indigenous youth, and youth living in homes affected by family violence.

Our Role and Commitment

[Partner Organization Name] is pleased to partner with DCSC on the Roots & Wings initiative. Our contribution to the project will include [select and adapt the bullet points that reflect your organization's specific role]:

- Hosting Roots & Wings school-based clinics and/or group workshops at [location/site].
- Co-developing the culturally and developmentally appropriate adaptation of the Wings in Flight curriculum [Indigenous / Catholic faith-based / Francophone — choose one].
- Welcoming DCSC staff, facilitators, and trained volunteers into our community/school spaces for the duration of the project.
- Sharing relevant communications, referrals, and warm hand-offs with DCSC where appropriate and consistent with the wishes of the young people and families involved.

- Participating in co-design conversations, evaluation, and culturally responsive review of program materials.
- Promoting the Walking Alongside: Roots & Wings Toolkit for Trusted Adults through our internal channels to families, staff, and community.

Our partnership is grounded in shared trust, in long-term relationship rather than a one-time engagement, and in our common commitment to young people in this region. We affirm that Roots & Wings reflects our community's values and the kind of culturally responsive, trauma-informed support our youth deserve.

Why This Matters

Youth in our community face real and well-documented barriers to specialized mental health and suicide prevention services. Access to specialized care is limited by geography, and culturally responsive programming is rarely available locally. Roots & Wings closes this gap by bringing trauma-informed, culturally adapted, family-anchored support directly into our schools, our community, and our homes.

Dragonfly Counselling & Support Centre has built strong, trusting relationships across our region over more than 10 years, supporting an average of 1,900 individuals annually through counselling and crisis services and reaching more than 9,000 through education and awareness. We are confident that DCSC has the clinical depth, regional knowledge, and community trust necessary to deliver Roots & Wings with integrity and impact.

Our Full Support

[Partner Organization Name] fully supports the Dragonfly Counselling & Support Centre's application for the 2026–27 Youth Suicide Prevention Grant for Roots & Wings. We respectfully encourage the Government of Alberta to fund this initiative at the full level requested, in recognition of the urgent need it addresses and the strong, ready partner network behind it.

Thank you for your consideration. Please feel free to contact me directly with any questions.

Sincerely,

[Name]

[Title]

[Partner Organization Name]

[Phone] • [Email]

END OF TEMPLATE. Please remove this instruction line and the Dragonfly branded header before sending.

April 24, 2026

Brenda Adamson
Finance Manager
Smoky Lake County
PO Box 310, 4612 McDougall Drive
Smoky Lake, AB T0A 3C0

Smoky Lake County – Industrial Activity Report

Dear Brenda,

At the recent request of Council, AAG has prepared a summary of industrial activity within your municipality over the past five years. This listing is intended to provide a general overview of both historical and anticipated industrial activity and may be shared with Council and Administration for information purposes.

We trust this overview will assist in discussions and planning related to industrial development.

We welcome any questions or feedback you may have.

Thank you.



Trusted Advisors

ACCURATE ASSESSMENT GROUP LTD.
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www.aag-gis.com

Solar Electric Power Generation:

Metis Crossing Solar Project <https://albertametis.com/programs-services/environment-climate/solar-power/>

- 4.86 megawatt solar project. Completed mid-2024. Incorporates 12,840 solar panels covering 30 acres.

Future Projects:

Renewable Energy Company A/S (formerly, Obton Solar), Vilna Solar Project (<https://vilnasolar.com/>)

- 32MW solar project with an original anticipated completion of year 2025, has since been deferred to year 2027. AAG will monitor this project for a final investment decision and/or project sanctioning.

Thank you for the opportunity to provide the requested information. This summary has been prepared in response to Council's direction and is intended to support their understanding of recent and emerging industrial activity within the municipality.

Should Council or Administration require additional clarification or future updates of a similar nature, AAG would be pleased to assist.

Best Regards, Accurate Assessment Group Ltd.



4705 – 49 Avenue • Athabasca, Alberta • T9S 1B7
Telephone: (780) 675-2063 • Fax: (780) 675-4242
Email: town@athabasca.ca • www.athabasca.ca

Honourable Joseph Schow
Minister of Jobs, Economy, Trade and Immigration
Executive Branch
402 Legislature Building
108000 – 97 Ave
Edmonton AB, T5K 2B6

May 13, 2026

Dear Minister Schow,

Under the federal Temporary Foreign Worker Program (TFWP), the cap on low-wage LMIA workers was reduced from 20% to 10% of a company's workforce between 2023–2024. This was done to reduce reliance on foreign labour and prioritize Canadian workers.

That means: Before: up to 1 in 5 workers could be low-wage foreign workers. Now: only 1 in 10 (unless exemptions apply)

On paper, the policy sounds reasonable. In practice, it creates specific problems in rural/northern communities. Rural areas already struggle to attract workers, retain people long-term and to compete with cities like Edmonton and Calgary.

Essential sectors rely on low-wage roles. Many critical rural jobs fall under the "low wage" LMIA category, even if they're essential, food services and hospitality, trucking and logistics, caregiving and social services and agriculture and processing.

These are the backbones of rural economies. In our community we have heard from our businesses, time and again, that when employers can only hire 10% foreign workers, positions stay vacant and services get reduced or shut down.

The federal government itself admits rural regions face "acute labour shortage" Because of these problems, the federal government introduced a temporary increase to 15% for rural areas (2026–2027). However, provinces must opt in. Alberta has chosen not to participate in those expanded measures. So rural Alberta employers remain stuck at the stricter 10% cap while other provinces get relief. The bottom line is this has a negative impact for northern communities. Reducing LMIA caps from 20% to 10% makes it harder to fill essential jobs, disproportionately hurts small/rural labour markets, increases risk of business closures and weakens already fragile local economies. In cities, employers might replace workers locally. In northern communities, there often is no one to replace them. This also has a hidden but serious impact on small-town businesses like gas stations, grocery stores, seniors' homes, hotels and motels.



Town of

Athabasca

Gateway to the Great New North

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In summary, the Federal government has allowed a 15% temporary cap exemption for rural areas. Alberta chose not to participate. At the same time, 49% of Alberta businesses report staffing shortages. Other provinces' rural communities get relief, where Rural Alberta is still stuck at 10%. That combination is what makes the impact disproportionately severe in northern and small-town Alberta. It hurts labour-dependent industries the most, creates service gaps in small communities, slows down economic activity and supply chains and hits Alberta harder because it opted out of federal flexibility.

In conclusion, we would ask that the province immediately reconsider its position and opt into the temporary 15% level for northern rural Alberta communities that are disproportionately impacted under the Temporary Foreign Worker Program (TFWP). As an example, possibly an exemption for northern communities under a population of 10,000. I would be open to discussing this further with you at your earliest convenience.

Regards,

Robert Balay
Mayor
Town of Athabasca

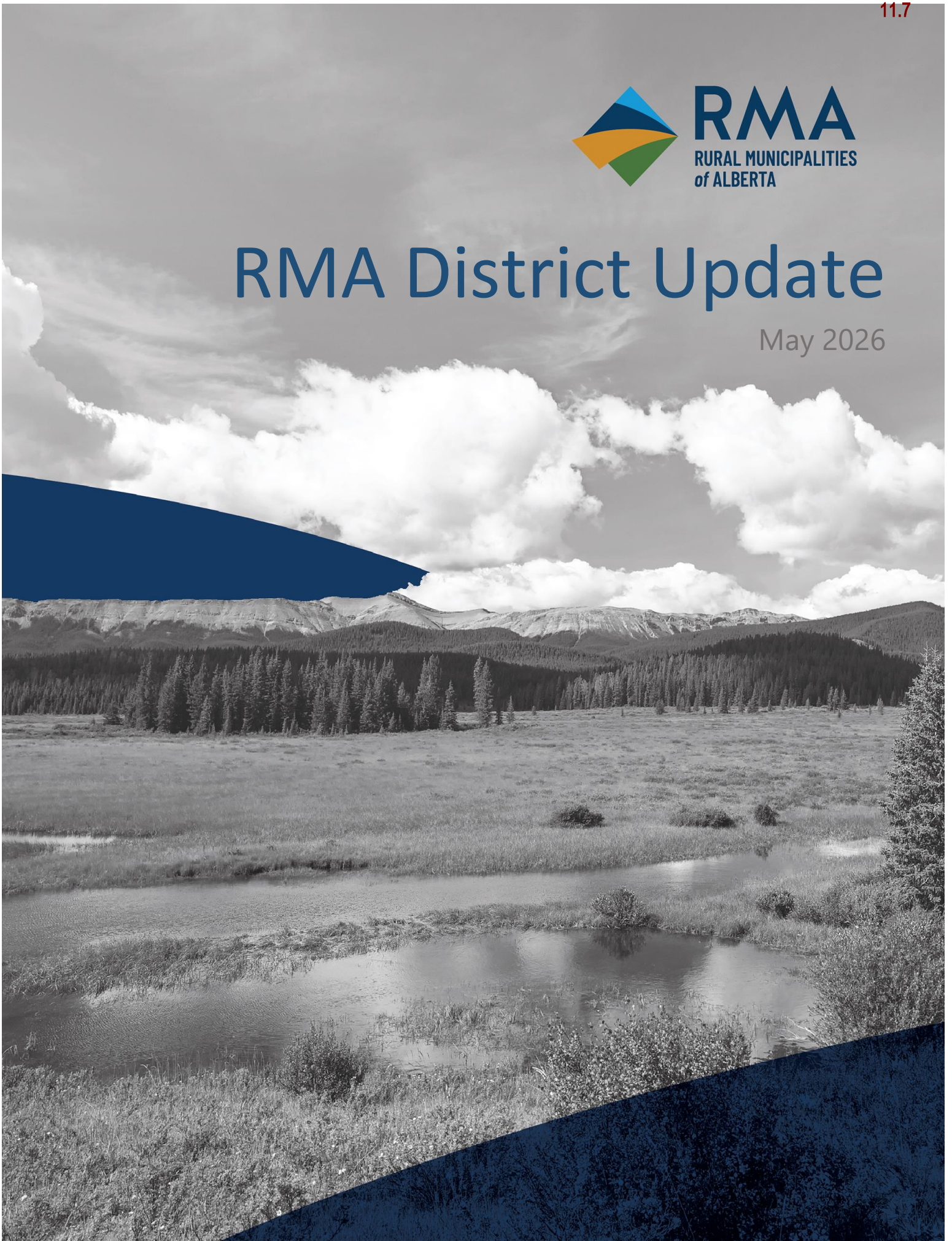
Cc: Premier Danielle Smith
Glenn Van D, MLA – Athabasca Westlock Barrhead
Brian Jean MLA – Fort McMurray-Lac La Biche
Reeve Tracy Holland – Athabasca County
Mayor Coiln Derko – Village of Boyle
Mayor Paul Reutov - Lac La Biche County
Mayor Sandy Bowman – Reeve Municipality Wood Buffalo



RMA
RURAL MUNICIPALITIES
of ALBERTA

RMA District Update

May 2026



Bill 28

Overview

Bill 28, *the Municipal Affairs and Housing Statutes Amendment Act, 2026*, was tabled in the legislature on April 2, 2026, and proposes wide-ranging amendments across seven major themes:

- ◆ Enabling Growth and Housing
- ◆ Assessment and Property Tax
- ◆ Aggregate Pits
- ◆ Seniors Lodges
- ◆ Governance and Accountability
- ◆ Municipal Transparency
- ◆ Public Institutions

RMA has developed a detailed analysis of the Bill, found here: [Bill 28: RMA Analysis](#). This analysis highlights that while some amendments clarify existing processes or introduce new tools, many signal a broader shift toward increased provincial oversight in areas historically under municipal authority. As many of the most consequential impacts will be determined through forthcoming regulations, RMA continues to emphasize the need for clear provincial rationale, practical implementation guidance, and meaningful engagement with municipalities throughout the regulatory process.

RMA recently hosted a Bill 28 Member Webinar on April 29, featuring RMA President Kara Westerlund and senior staff. The session provided an in-depth walkthrough of RMA's analysis and offered members an opportunity to raise questions and share perspectives. RMA extends sincere appreciation to all members who attended and contributed to the discussion. Member feedback remains essential as RMA continues to monitor the Bill's progression and advocate for member interests.

While RMA's linked analysis provides a comprehensive review of Bill 28's key amendments, it is important to highlight two areas of particular interest for rural municipalities. The following sections outline these amendments in greater detail to support members in assessing their potential operational, financial, and governance impacts.

Housing Changes

Bill 28 makes several changes that may impact future financial and operational requirements for seniors' lodges. Municipal autonomy is likely to be reduced as the Minister can redefine social housing accommodation, set reserve-fund standards, and add new contributing municipalities, which may limit local control over planning, budgeting, and long-term responsibilities. These changes could increase financial and administrative uncertainty for municipalities and RMA is monitoring these provisions closely.

Aggregate Approval Changes

Aggregate extraction occurs primarily within rural municipalities and has a history of creating land use conflicts in some municipalities. The amendments create a binding process that ensures municipal planning instruments cannot contradict or impede provincially approved pit registrations. Pit registrations under the *Environmental Protection and Enhancement Act* (EPEA) override any conflicting municipal statutory plans, land-use bylaws, subdivision decisions, development permits, or Land and Property Rights Tribunal decisions. These changes raise

concerns about continued erosion of municipal land use authority, reduced local decision-making, and restricted opportunities for community input.

The proposed amendments also do not require the Director to consider municipal statutory plans in their decision-making process. As a result, the Director has more discretion under section 619.1 compared to the quasi-judicial bodies under section 619, as entities such as the NRCB and AUC have some level of consideration for municipal plans within their approval processes; the EPEA does not.

Amendments under Bill 28 are one of three Government initiatives addressing aggregate pit approvals. EPA continues to implement recommendations from the Sand and Gravel Task Force and has resumed updates to the Code of Practice for Pits. RMA is engaging with EPA staff across all three initiatives to ensure the rural municipal perspective is considered.

Next Steps

RMA is actively engaging with the Government of Alberta regarding Bill 28 and its implications for rural municipalities. As this work progresses, RMA will continue to advocate for clarity, practical implementation pathways, and the protection of municipal decision-making authority. Members with questions, comments, or concerns are encouraged to contact RMA's Policy and Advocacy team at any time.

Property Tax Accountability Strategy

RMA has recently released [Property Tax Accountability Strategy: RMA's Priorities and Expectations for Government Action](#), outlining what is required from the Government of Alberta to advance implementation of the Property Tax Accountability Strategy (PTAS) Final Report. The PTAS represents a coordinated effort between RMA, the Government of Alberta, the Alberta Energy Regulator, and municipal and industry partners to address the ongoing issue of unpaid oil and gas property taxes. With the Final Report completed in March 2026, the next step is for the province to move the Strategy into implementation; however, no timelines, plans, or formal response have yet been communicated.

RMA's document provides a high-level overview of the PTAS recommendations and emphasizes that while the Working Group identified the necessary tools and legislative changes, implementation now requires clear provincial leadership, defined responsibilities, and transparent monitoring.

RMA's Expectations for Government Action

RMA has identified several immediate priorities for the Government of Alberta, including:

- ◆ Providing a clear timeline for Cabinet's review and formal response to the PTAS Final Report.
- ◆ Committing to a coordinated implementation strategy, including sequencing of recommendations and assignment of responsibilities.
- ◆ Initiating development of a monitoring framework with meaningful indicators and transparent public reporting.
- ◆ Beginning planning to realize the intended PTAS outcomes and assess progress over time.
- ◆ Outlining how and when municipalities, the AER, and industry will be engaged in implementation and monitoring.

- ◆ Advancing early administrative improvements that do not require legislative or regulatory change.

RMA has shared the document with Minister Jean and Minister Williams and requested a formal government response outlining next steps. RMA will update members as soon as a response is received and will continue advocating for timely, coordinated action on this file.

Assessment Model Review

On April 2, the Minister of Municipal Affairs publicly shared a series of policy decisions related to next steps in the review of the regulated assessment model for non-residential property. The Assessment Model Review (AMR) began in spring 2024 and was placed on hiatus by the Minister due to stakeholder non-consensus on several key decision points. On April 21, RMA shared an email update with members providing an analysis of the Minister's decisions and next steps in the AMR process.

In general, RMA was comfortable with the Minister's decisions on non-consensus items related to regulated assessment model principles and the methodology for determining the base construction costs of regulated assets. However, RMA is concerned with decisions on issues that have not yet been addressed within the AMR engagement process, including a prioritization for expanding the use of standardized rates, use of a depreciation floor and ceiling for machinery and equipment property, and special assessment methodology for mature assets. All three decisions introduce risks of undermining the stakeholder-driven nature of the process and could have unknown impacts on the ultimate outcomes.

The AMR Steering Committee reconvened on April 25 to discuss governance and process considerations as the AMR transitions into a focus on updating rates for specific property types, beginning with railway, telecommunications, and electrical generation properties. RMA will continue to update members on the AMR.

Agritourism Strategy Working Group

RMA is continuing work on the Agritourism Strategy Working Group to guide the development of a comprehensive provincial strategy that supports the responsible growth, promotion, and regulation of agritourism in Alberta. At the May meeting, the Working Group is meeting with the following delegates to help inform their recommendations:

- ◆ Alberta Health Services
- ◆ Alberta Municipal Affairs
- ◆ Indigenous Tourism Alberta
- ◆ Agritourism Ontario
- ◆ RMA Insurance

RMA will share key updates with members and is looking forward to developing a public facing report in Summer 2026.

Police Funding Model

The new Police Funding Model (PFM) came into effect on April 1, 2026 and results in RMA members to paying increased and unpredictable policing costs with no guarantees of improved frontline services.

RMA received a number of 5-year preliminary estimates from members that will help inform the creation of an impact analysis to unpack the true cost of the PFM on members and assist with further advocacy initiatives. While members are in the process of receiving their actual invoices from the GOA on their PFM contribution requirements, it will be important to monitor the differences between what was estimated and what is actually being charged, especially in subsequent years as the original estimates become further removed from the in-year costs influenced by multiple factors such as the unknown growth in provincial policing costs.

Data Centre Report

On Friday, April 24, RMA released its new [Data Centre Primer](#), a member resource developed in response to the rapid changes that have reshaped Alberta's emerging data-centre sector over the past 18 months.

Since the province introduced its Artificial Intelligence Data Centre Strategy in December 2024, there have been major legislative amendments and policy shifts affecting electricity availability, transmission planning, municipal property assessment, corporate taxation, and other areas, as well as new questions emerging related to land-use, water availability, and even municipal autonomy. Because most large and hyperscale data-centre developments are being proposed in rural Alberta, RMA is seeking to provide members with some clarity and high-level guidance as municipalities begin to evaluate potential projects and developments.

The Data Centre Primer summarizes key developments from December 2024 through the end of March 2026 and offers accessible information to support members' local decision-making on data-centre proposals. As this sector is likely to continue evolving quickly, RMA will update the Primer periodically to ensure that members have access to timely, accurate information as new policy changes emerge.

Resolution Highlight – 5-23F: Municipal Involvement in Quasi-Judicial Agencies

Over the years, rural municipalities have raised concerns about the engagement and approval processes of quasi-judicial agencies such as the AER, the NRCB and the AUC. In resolution 5-23F, members are calling for increased accountability, involvement and transparency for municipalities involved in project approval and hearing process across all provincial quasi-judicial agencies. These requests emerged from cases where local needs, public interest and municipal development plans were not adequately considered by the AUC as part of the agency's approval process. Rural municipalities need to be meaningfully involved in engagement and approval processes as early as possible to help support municipal decision-making and informed land use planning.

Rural municipalities should also be involved in consultation processes seeking to change existing regulatory practices administered by quasi-judicial agencies. To that end, the AUC conducted an extensive consultation process through their review of Rule 007. RMA is pleased to see that many of the outcomes of this consultation

have resulted in regulatory changes that will benefit municipalities. In February 2024, as part of the Rule 007 review, the minister of Affordability and Utilities requested that standardized setbacks for renewable energy infrastructure be implemented across the province. RMA previously [provided input](#) that setbacks are established locally and should remain at the discretion of municipalities. The [AUC recently launched a consultation](#) on the proposed standardized setback distances. In our submission to this consultation, RMA has reiterated our position that setback distances should remain at a local authority's discretion and that the implementation of standardized setbacks minimize municipal autonomy. AUC approvals and changes to AUC processes should meaningfully account for local contexts so that developments and decisions remain within the public interest.

EOEP Update

The Elected Officials Education Program (EOEP) is jointly owned and operated by the RMA and Alberta Municipalities (ABmunis). The EOEP was formed in 2007 to provide Alberta's municipal elected officials with professional development opportunities and ensure that they are well-positioned to serve their communities effectively.

Upcoming courses are posted [online](#) – start planning your professional development now!

As a reminder, participants who complete all seven core EOEP courses will earn their [Municipal Elected Leaders Certificate](#) (MELC), which is offered in coordination with the University of Alberta's Augustana Campus.

RMA members interested in completing the MELC in 2 years are encouraged to reference the "[Course Roadmap](#)" for the quickest way to succeed!

RMA Communications

Communicating with members is an essential role of the RMA, both to share information and to obtain member input. To ensure that you receive the most up to date information, please [subscribe to the Contact newsletter](#). Contact is distributed weekly and includes important member bulletins, announcements, and links to news articles that may be of interest to Alberta's municipalities. [Trader](#) is the monthly Canoe newsletter sharing news about procurement services available to members and updates from approved suppliers.

We are also active on social media! Follow us on X [@RuralMA](#), [LinkedIn](#), and [Facebook](#).

THE SMOKY LAKE FOUNDATION

COMBINED FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2025

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INDEPENDENT AUDITOR'S REPORT

To the Members of the Board of the Smoky Lake Foundation

Qualified Opinion

We have audited the combined financial statements of the Smoky Lake Foundation (the Foundation), which comprise the combined statement of financial position as at December 31, 2025 and the combined statements of operations, changes in net assets, and cash flows for the year then ended, and notes to the combined financial statements, including a summary of significant accounting policies.

In our opinion, except for the recording of amounts recovered or repaid to Alberta Assisted Living and Social Services as described below, the accompanying combined financial statements present fairly, in all material respects, the financial position of the Foundation as at December 31, 2025, and the results of its operations, changes in its net assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards for government not-for-profit organizations.

Basis for Qualified Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Foundation in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with those requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified opinion.

The Foundation records amounts recovered or repayable to Alberta Assisted Living and Social Services as a direct charge to net assets. Canadian public sector accounting standards for government not-for-profit organizations requires these amounts be reported as a revenue or an expense.

Responsibilities of Management and Those Charged with Governance for the Combined Financial Statements

Management is responsible for the preparation and fair presentation of these combined financial statements in accordance with Canadian public sector accounting standards for government not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of combined financial statements that are free from material misstatements, whether due to fraud or error.

In preparing the combined financial statements, management is responsible for assessing the Foundation's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless management either intends to liquidate the Foundation or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Foundation's financial reporting process.

Auditor's Responsibilities for the Audit of the Combined Financial Statements

Our objectives are to obtain reasonable assurance about whether the combined financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate they could reasonably be expected to influence the economic decisions of users taken on the basis of these combined financial statements. As part of the audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the combined financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Foundation's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Foundation's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the combined financial statements or, if such disclosure are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Foundation to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the combined financial statements, including the disclosures, and whether the combined financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

St. Paul, Alberta
March 30, 2026

Chartered Professional Accountants

THE SMOKY LAKE FOUNDATION
COMBINED STATEMENT OF FINANCIAL POSITION
AS AT DECEMBER 31, 2025

	ASSETS	
	<u>2025</u>	<u>2024</u>
CURRENT ASSETS		
Cash and bank	\$ 155,193	\$ 359,926
Security deposits in trust	68,521	64,400
Investment (ATB 90-day notice account at P-1.85%)	1,469,493	1,425,357
Receivables	9,700	9,473
Goods and services tax receivable	43,610	43,261
Prepaid expenses	<u>45,685</u>	<u>59,632</u>
	1,792,202	1,962,049
CAPITAL ASSETS (note 2)	<u>378,771</u>	<u>280,509</u>
	<u>\$ 2,170,973</u>	<u>\$ 2,242,558</u>
LIABILITIES AND NET ASSETS		
CURRENT LIABILITIES		
Payables and accruals	\$ 340,127	\$ 313,701
AHS repayable (note 4a (ii))	41,099	164,397
Tenant deposits	66,521	64,337
Wages payable	93,052	68,789
Vacation pay payable	156,824	153,651
Benefits payable	7,677	--
Deferred revenue (note 3)	14,182	15,085
Deferred operating reserve grant (note 4b)	<u>77,162</u>	<u>12,750</u>
	<u>796,644</u>	<u>792,710</u>
NET ASSETS		
Unrestricted net assets	995,558	1,169,339
Invested in capital assets	<u>378,771</u>	<u>280,509</u>
	<u>1,374,329</u>	<u>1,449,848</u>
	<u>\$ 2,170,973</u>	<u>\$ 2,242,558</u>

Approved on behalf of the board:

CHAIRPERSON

THE SMOKY LAKE FOUNDATION
 COMBINED STATEMENT OF OPERATIONS
 FOR THE YEAR ENDED DECEMBER 31, 2025

	<u>2025</u>	<u>2024</u>
REVENUES		
Rent	\$ 3,079,991	\$ 2,965,366
Resident services	99,920	94,915
Non-resident services	16,237	25,992
Interest and other income	107,844	110,960
Gain on sale of asset	<u>15,900</u>	<u>--</u>
	<u>3,319,892</u>	<u>3,197,233</u>
EXPENSES		
Wages, benefits and human resources	3,198,662	3,052,642
Utilities	420,587	419,689
Operating	820,308	772,229
Maintenance	527,432	458,827
Administration	151,229	125,905
Contract services	108,000	108,000
Amortization	<u>38,183</u>	<u>29,154</u>
	<u>5,264,401</u>	<u>4,966,446</u>
DEFICIENCY OF REVENUES OVER EXPENSES	(1,944,509)	(1,769,213)
LODGE ASSISTANCE PROGRAM GRANT	407,920	405,162
ALBERTA HEALTH SERVICES (AHS) FUNDING	673,039	607,598
ALBERTA ASSISTED LIVING OPERATING GRANT	174,537	78,837
REQUISITION FROM MUNICIPALITIES	<u>642,600</u>	<u>629,999</u>
OPERATING DEFICIT	(46,413)	(47,617)
AHS – AGING WITH DIGNITY	<u>--</u>	<u>42,300</u>
NET DEFICIT FOR THE YEAR	\$ <u>(46,413)</u>	\$ <u>(5,317)</u>

THE SMOKY LAKE FOUNDATION
 COMBINED STATEMENT OF CHANGES IN NET ASSETS
 FOR THE YEAR ENDED DECEMBER 31, 2025

	Unrestricted Net Assets	Invested In Capital Assets	Total 2025	Total 2024
BALANCE, beginning of year	\$ 1,169,337	\$ 280,509	\$ 1,449,846	\$ 1,399,342
Net deficit for the year	(24,130)	(22,283)	(46,413)	(5,317)
Purchase of capital assets	(155,645)	155,645	--	--
Proceeds on sale of capital assets	35,100	(35,100)	--	--
Alberta Assisted Living and Social Services – approved surplus carryover	--	--	--	55,821
Transfer to deferred operating reserve fund – current year SCU surplus	(29,104)	--	(29,104)	--
BALANCE, end of year	\$ <u>995,558</u>	\$ <u>378,771</u>	\$ <u>1,374,329</u>	\$ <u>1,449,846</u>

THE SMOKY LAKE FOUNDATION
 COMBINED STATEMENT OF CASH FLOWS
 FOR THE YEAR ENDED DECEMBER 31, 2025

	<u>2025</u>	<u>2024</u>
CASH FLOWS FROM OPERATING ACTIVITIES		
Net deficit for the year	\$ (46,413)	\$ (5,317)
Items not involving a flow of cash		
Add amortization expense	38,183	29,154
Less gain on sale of capital asset	(15,900)	
Net changes in non-cash working capital balances:		
Decrease (increase) in:		
Receivables	(227)	13,721
GST receivable	(349)	(22,770)
Prepaid expenses	13,947	(25,721)
Increase (decrease) in:		
Payables and accruals	26,423	16,112
AHS repayable	(123,298)	--
Tenant deposits	2,184	3,636
Wages payable	24,263	(2,949)
Vacation pay payable	3,173	(11,027)
Benefits	7,677	(197)
Deferred revenue	(903)	4,685
	<u>(71,240)</u>	<u>(673)</u>
CASH FLOWS FROM FINANCING ACTIVITIES		
Alberta Assisted Living and Social Services		
SCU surplus approved carryover	16,309	55,821
Deferred operating reserve grant	19,000	--
	<u>35,309</u>	<u>55,821</u>
CASH FLOWS FROM CAPITAL ACTIVITIES		
Purchase of capital assets	(155,645)	(201,580)
Proceeds from sale of capital asset	35,100	--
	<u>(120,545)</u>	<u>(201,580)</u>
NET INCREASE (DECREASE) IN CASH	(156,476)	(146,432)
CASH AND CASH EQUIVALENTS, beginning of year	<u>1,849,683</u>	<u>1,996,115</u>
CASH AND CASH EQUIVALENTS, end of year	<u>\$ 1,693,207</u>	<u>\$ 1,849,683</u>
CASH AND CASH EQUIVALENTS consist of:		
Cash and bank	\$ 155,193	\$ 359,926
Security deposits in trust	68,521	64,400
Investment	<u>1,469,493</u>	<u>1,425,357</u>
	<u>\$ 1,693,207</u>	<u>\$ 1,849,683</u>

THE SMOKY LAKE FOUNDATION
 NOTES TO THE COMBINED FINANCIAL STATEMENTS
 FOR THE YEAR ENDED DECEMBER 31, 2025

PURPOSE OF THE ORGANIZATION

The Smoky Lake Foundation was established as a management body by provincial ministerial order pursuant to section 5 of the Alberta Housing Act effective April 1, 1995. The foundation is an organization operating and managing social programs aimed at: providing affordable housing to low-income Albertans who are most in need; and providing board and lodging to senior Albertans.

The members of the management body are as follows:

Smoky Lake County
 Town of Smoky Lake
 Village of Vilna
 Village of Waskatenau

The foundation is a registered charity and therefore is exempt from corporate income taxes.

1. SIGNIFICANT ACCOUNTING POLICIES

The financial statements were prepared in accordance with Canadian public sector accounting standards for government not-for-profit organizations and include the following significant accounting policies:

a) Cash and Cash Equivalents

Cash and cash equivalents are defined as the petty cash balance, the bank balances and the trust accounts for security deposits, adjusted for outstanding deposits and cheques.

b) Investments

Investments consist of guaranteed investment certificates and notice accounts initially recorded at fair value and subsequently measured at amortized cost.

c) Capital Assets

Only capital assets with costs in excess of \$5,000 are capitalized. Purchased capital assets are recorded at cost. Contributed capital assets are recorded at fair value at the date of contribution. Amortization is provided on a straight-line basis over the assets' estimated useful lives as follows:

Mobile equipment	5 years
Furniture and equipment	5 years
Fence	10 years

Buildings and land owned by the Alberta Government are not recorded in the statements. No amortization is taken in the year of acquisition.

d) Due from (to) Alberta Assisted Living and Social Services

The amount due from (to) Alberta Assisted Living and Social Services included in accounts receivable or accounts payable is calculated by set formula involving budget surplus (deficit) and budget efficiency (deficiency).

THE SMOKY LAKE FOUNDATION
NOTES TO THE COMBINED FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2025

1. SIGNIFICANT ACCOUNTING POLICIES (continued)

e) Revenue Recognition

The management body follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenues in the year in which the related expenses are incurred. Unrestricted contributions and other revenue are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

f) Measurement Uncertainty

The preparation of financial statements in accordance with Canadian public sector accounting standards for government not-for-profit organizations requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expenses during the reporting period. Such estimates include the amortization of capital assets and accruals. Actual results could differ from these estimates. These estimates are reviewed periodically, and as adjustments become necessary, they are reported as earnings in the period in which they become known.

g) Impairment of Long-Lived Assets

Long lived assets consist of capital assets. Long lived assets held for use are measured and amortized as described in the applicable accounting policies.

The foundation performs impairment testing on the long-lived assets held for use whenever events or changes in circumstances indicate that the carrying value of an asset, or group of assets, may not be recoverable. Impairment losses are recognized when undiscounted future cash flows from the assets' use and disposal are less than the assets' carrying value. Any impairment is included in earnings for the year impairment becomes known.

Prices for similar items are used to measure the fair value of long-lived assets.

h) Contributed Services

Volunteers contribute many hours per year to assist the foundation in carrying out its activities. Because of the difficulty in determining their fair value, contributed services are not recognized in the financial statements.

i) Financial Instruments

The foundation's financial instruments consist of cash and bank, investments, receivables, and payables and accruals. All financial instruments are initially recognized at fair value and subsequently measured at amortized cost. Transaction costs and financial fees associated with financial instruments carried at amortized cost are recorded as adjustments to the initial fair value recognized and amortized over the life of the financial instrument.

THE SMOKY LAKE FOUNDATION
NOTES TO THE COMBINED FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2025

2. CAPITAL ASSETS

	Cost	Accumulated Amortization	Net Book Value	
			2025	2024
Mobile equipment	\$ 152,935	\$ 82,788	\$ 70,147	\$ 115,190
Furniture and equipment	875,158	566,534	308,624	165,319
Fence	<u>7,400</u>	<u>7,400</u>	<u>--</u>	<u>--</u>
	<u>\$ 1,035,493</u>	<u>\$ 656,722</u>	<u>\$ 378,771</u>	<u>\$ 280,509</u>

3. DEFERRED REVENUE

Deferred revenue consists of the restricted operating reserve fund of \$10,400 and prepaid rents of \$3,782 (2024 - \$4,685).

4. RELATED PARTY TRANSACTIONS

Related party transactions are measured at the exchange amount being the amount of consideration established and agreed to by the related parties and are as follows:

a) Lodge Operations

i) Member Municipalities

Under the provincial ministerial order, the foundation may requisition the member municipalities for operating requirements. The requisitions are allocated based on each municipality's equalized assessment.

Requisitions from municipalities were allocated as follows:

	<u>2025</u>	<u>2024</u>
Smoky Lake County	\$ 549,789	\$ 537,452
Town of Smoky Lake	71,055	70,137
Village of Vilna	9,324	9,558
Village of Waskatenau	<u>12,432</u>	<u>12,852</u>
	<u>\$ 642,600</u>	<u>\$ 629,999</u>

The Foundation incurred the following expenses with member municipalities:

Waste disposal fees	\$ 14,566	\$ 13,385
Water and sewer charges	54,409	53,053
Heating	73,738	96,099

Included in trade accounts payable is \$18,311 (2024 - \$22,231) due to member municipalities.

THE SMOKY LAKE FOUNDATION
NOTES TO THE COMBINED FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2025

4 RELATED PARTY TRANSACTIONS (continued)

a) Lodge Operations (continued)

ii) Alberta Government

The Foundation reported the following grants in income:

	<u>2025</u>	<u>2024</u>
Lodge Assistance Program Grant	\$ 407,920	\$ 405,162
Alberta Health Services (AHS) Designated Access Funding	635,898	607,598
AHS funding – DSL Aging with Dignity	--	42,300

In 2024, AHS determined Smoky Lake Foundation had a COVID-19 funding surplus and must repay \$246,596 over a two-year period. AHS monthly funding will be reduced by the required monthly repayment of \$10,275 until the full amount has been repaid. So far \$205,497 (2024 - \$ 82,199) has been repaid leaving a balance of \$41,099 (2024 - \$164,367) to be deducted from future funding.

b) Self-Contained Social Housing Division

The Foundation manages the self-contained units for Alberta Assisted Living and Social Services. The department provides funding to cover approved budget deficits, non-recurring maintenance, and to ensure there are sufficient funds in reserve.

Approved budget deficit funding	\$ 174,537	\$ 78,837
Approved surplus carryover	16,308	55,821
Deferred operating reserve fund grant	19,000	12,750

The deferred operating reserve fund consists of:

Opening balance	\$12,750	\$12,750
Approved surplus carryover from 2024	16,308	--
Current year grant	19,000	--
2025 operating surplus	<u>29,104</u>	<u>--</u>
	<u>\$ 77,162</u>	<u>\$ 12,750</u>

The Foundation incurred the following expenses with member municipalities:

Waste disposal fees	\$ 8,206	\$ 8,226
Water and sewer fees	27,301	25,362
Heating	13,251	14,784

Included in trade payables is \$5,686 (2024 - \$5,879) due to member municipalities.

5. ECONOMIC DEPENDENCE

The foundation receives municipal requisitions from member municipalities and lodge assistance program grants, restricted grants and operating grants from the Alberta Government to subsidize its operations. The foundation's ability to continue viable operations is dependent on the receipt of these funds.

THE SMOKY LAKE FOUNDATION
NOTES TO THE COMBINED FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2025

6. OTHER CREDIT FACILITY

The foundation has an unsecured Alberta Treasury Branch MasterCard with a limit of \$50,000. Interest is calculated on principal owing beyond one month at the rate of 19.9%

7. FINANCIAL INSTRUMENTS

Transacting in financial instruments exposes the foundation to certain financial risks and uncertainties. These risks include:

a) Liquidity Risk

The foundation's exposure to liquidity risk is dependent on the collection of receivables and obligations or raising of funds to meet commitments and sustain operations. The foundation controls liquidity risk by management of working capital, cash flows and the availability of borrowing facilities and funding from member municipalities and the Alberta Government.

b) Credit Risk

Credit risk arises from the potential that a counter party will fail to perform its obligations. The foundation's financial instruments that are exposed to credit risk are primarily cash and receivables. The foundation has a significant number of tenants and rent is collected at the beginning of each month which minimizes concentration of credit risk.

c) Currency Risk

It is management's opinion that the foundation is not exposed to significant currency risk arising from its financial instruments as they are all in Canadian dollars.

d) Interest Rate Risk

Interest rate risk is the risk that the value of financial instruments might be adversely affected by a change in the interest rates. In seeking to minimize the risks from interest rate fluctuations, the foundation manages exposure through its normal operating and financing activities. The foundation is exposed to interest rate risk primarily through its floating interest rate bank credit facilities.

e) Commodity Risk

The foundation is exposed to fluctuations in commodity prices for natural gas and electricity. Commodity prices are affected by many factors including supply, demand and the Canadian to U.S. dollar exchange rate. The foundation has signed a contract for electricity to 2028 which minimizes commodity risk.

f) Market Risk

Market risk is the risk that the fair value of future cash flows of a financial instrument will fluctuate because of changes in market prices. The foundation is exposed to market risk primarily through its cash held in bank accounts, investments and municipal advances.

SMOKY LAKE FOUNDATION - LODGE OPERATIONS

COMPILED FINANCIAL INFORMATION

FOR THE YEAR ENDED DECEMBER 31, 2025

SETUP PAGE

**Audited Financial Package for Lodge Operations
For Year Ended December 31, 2025**

SECTION #1

Organization Name:	The Smoky Lake Foundation
Organization Code:	SMO
Chief Administrative Officer:	Raymond Cormie
Auditor:	
Name of Auditor / Manager:	Barbara McCarthy
Telephone number:	780-645-4811
E-mail:	barbm@imdcpas@ca
Mailing Address:	Box 1452, St. Paul, AB T0A 3A0
Please Answer the following Questions:	
1. Does your management body operate any other provincially funded operations outside of lodges?.....	<input type="text" value="Y"/>

SECTION #2

Completion instructions:

1. Complete all the sheets in the workbook that apply to your **LODGE** operations.
2. Enter information only in the blue shaded cells. Do not attempt to enter any information into other cells.
3. Enter the per-site financial results on the sheets numbered 1-20. See the Sites tab for the list of sites managed by your organization. While there are 20 sheets, you only need to complete one sheet for each site you have. For example, if you only have 7 sites/lodges, then complete tabs 1-7.
4. Do not enter information on the SOPS
5. If you have received the social housing audit package template, do not complete the 'Other' tab in this worksheet. If applicable, complete this worksheet in the Social Housing Excel file only.
6. On the ADME worksheet, either enter salary information at the detailed account level, OR at the summary level, but not both.
7. Please incorporate information on the Statement of Financial Position (FIN POS) relating to your Lodge operations only.
8. If you have any questions, please contact your Housing Advisor:

SECTION #3

Submission instructions:

1. Email this excel workbook to your Housing Advisor
2. Electronic scanned copy (pdf) that includes:
 - a) Copy of this excel workbook and all applicable tabs
 - b) Related documents as prepared by your auditor
3. Electronic copies of your 2025 audited financial statements (PDF and excel templates) are emailed to your Housing Advisor.

Government of Alberta is transitioning towards an electronic filing system. Hardcopies are no longer be accepted.

COMPILATION ENGAGEMENT REPORT

To the Board of Directors of Smoky Lake Foundation

On the basis of information provided by management, we have compiled the statement of financial position for the Smoky Lake Foundation – Lodge Operations for the year ended December 31, 2025 and the statements of operations, changes in net assets, cash flows, changes in capital property, combined HR and administration expenses, requisitions from municipalities and schedules of salary disclosure and statements of operations by site for the year then ended, and Note 1, which describes the basis of accounting applied in the preparation of the compiled financial information.

Management is responsible for the accompanying financial information, including the accuracy and completeness of the underlying information used to compile it and the selection of the basis of accounting.

We performed this engagement in accordance with Canadian Standard on Related Services (CSRS) 4200, *Compilation Engagements*, which requires us to comply with relevant ethical requirements. Our responsibility is to assist management in the preparation of the financial information.

We have not performed an audit engagement or a review engagement, nor were we required to perform procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an audit opinion or a review conclusion, or provide any form of assurance on the financial information.

Readers are cautioned that the financial information may not be appropriate for their purposes.

St. Paul, Alberta
March 30, 2026

Chartered Professional Accountants

Agreed-Upon Procedures Report on Verifying Tenant Incomes

To the Board of Directors of Smoky Lake Foundation – Lodge Operations (the Foundation)

Purpose of This Agreed-Upon Procedures Report and Restriction on Use and Distribution

Our report is solely for the purpose of assisting Alberta Assisted Living and Social Services in determining whether the Foundation has verified tenant incomes in accordance with established incomes and the Provincial rent-to-income scale as required by Section 14 of the Alberta Housing Act and may not be suitable for another purpose. This report is intended solely for the Foundation and Alberta Assisted Living and Social Services, and should not be used by, or distributed to, any other parties.

Responsibilities of the Foundation

The Foundation has acknowledged that the agreed-upon procedures are appropriate for the purpose of the engagement. The Foundation is responsible for the subject matter on which the agreed-upon procedures are performed.

Practitioner's Responsibilities

We have conducted the agreed-upon procedures engagement in accordance with the Canadian Standard on Related Services (CSRS) 4400, *Agreed-Upon Procedures Engagements*. An agreed-upon procedures engagement involves our performing the procedures that have been agreed with the Foundation, and reporting the findings, which are the factual results of the agreed-upon procedures performed. We make no representations regarding the appropriateness of the agreed-upon procedures.

This agreed-upon procedures engagement is not an assurance engagement. Accordingly, we do not express an opinion or an assurance conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported.

Professional Ethics

We have complied with the ethical and independence requirements as per the Chartered Professional Accounts of Alberta Rules of Professional Conduct.

Procedures and Findings

From the listing of tenant files, we selected a sample of 16 files for the period January 1, 2025 to December 31, 2025 to determine if tenant incomes were verified in accordance with the Provincial rent-to-income scale as required by Section 14 of the Alberta Housing Act.

There were three (3) instances where the rent was calculated incorrectly. Two residents were undercharged and one resident was overcharged.

St. Paul, Alberta
March 16, 2026

Chartered Professional Accountants

CERTIFICATION BY MANAGEMENT BODY

To the best of my knowledge and belief, the Statements and Schedules included in this report are true and correct, as at DECEMBER 31, 2025 for the management body legally known as:

The Smoky Lake Foundation

To the best of my knowledge and belief, all assets and liabilities of the management body are fairly stated in the Statement of Financial Position included herein.

To the best of my knowledge and belief, resident incomes have been verified and standard lodge rates charged are in accordance with section 33.1 of the Alberta Housing Act.

In addition, I certify that the above named Management Body is legally incorporated under the Alberta Housing Act and is in good standing at this date.

DATE:

2026-03-30

SIGNED:

CHAIRMAN OF THE BOARD OF DIRECTORS:

SIGNED:

MANAGEMENT BODY:

The Smoky Lake Foundation

* Both the Board & Representative from HMB must sign

**STATEMENT OF FINANCIAL POSITION
For Year Ended December 31, 2025**

Organization Name: The Smoky Lake Foundation

Account Range		2025	2024
100210-105020	Cash and Cash Equivalents.....	55,714.89	319,204.92
100180	Security Deposit in Trust.....	47,116.42	43,115.96
120020-120510	Accounts Receivable.....	43,043.48	42,225.59
120620-127010	Other Current Assets.....	1,506,870.37	1,474,910.82
147010-162010	Long Term Receivables.....		
166010-171010 except AA accounts	Capital Assets.....	1,028,093.89	1,113,059.43
166110-170110 AA accounts only	Less: Accumulated Amortization - Capital Assets.....	(649,322.39)	(832,550.04)
165010	Buildings.....	7,400.00	7,400.00
165110	Less: Accumulated Amortization - Buildings.....	(7,400.00)	(7,400.00)
164010	Land.....		
	Total Assets	2,031,516.66	2,159,966.68
LIABILITIES			
200010-207010 except 206010, 205010	Short Term Liabilities.....	657,187.48	710,118.72
260010-261110	Long Term Liabilities.....		
262000	Restricted Operating Reserve Fund.....		
206010	Deferred Operating Reserve Fund.....		
	Total Liabilities	657,187.48	710,118.72
NET ASSETS			
385000	Accumulated Surplus.....	920,557.68	1,094,338.57
380010-381110	Restricted Net Assets.....	75,000.00	75,000.00
380010	Invested in Capital Assets (Including Donated Capital).....	378,771.50	280,509.39
	Total Net Assets	1,374,329.18	1,449,847.96
	Total Liabilities & Net Assets	2,031,516.66	2,159,966.68

Lodge Statement of Operations
 Page 019 Audited Financial Statements (2025)
For Year Ended December 31, 2025

Organization Name:
Do Not Enter Any Information on this Sheet

The Smoky Lake Foundation

REVENUE	2025	2024
400000 Rent	2,729,546.52	2,635,044.95
410000 Resident Services	94,485.00	90,359.50
420000 Non-Resident Services	16,237.45	25,992.02
Grants		
430010 ASHC - Shared Costs	-	-
430020 ASHC - Maintenance	-	-
430030 ASHC - Interest Subsidy	-	-
430040 ASHC - Grants for Restricted Purposes	-	-
430050 ASHC - LAP grant	407,920.00	405,162.00
430120 Provincial - Other Grants	673,038.92	649,898.50
432000 Municipal	-	-
431000 Federal	-	-
433000 Other	-	-
Operational Funding		
460010 Municipal Requisition	642,599.99	629,999.00
450010 Provincial	-	-
450030 Other	44,686.19	-
470000 Management and Administration	-	-
475000 Investment Income	57,967.19	103,883.89
480000 Charitable Donations	2,425.00	-
Total Revenue	4,668,906.26	4,540,339.86
EXPENSES		
500000 Taxes and Land Leases	-	-
510000 Utilities	335,494.98	350,892.81
510010 Electricity	156,227.23	
510005 Heating	73,737.64	
510020 Water/Sewer	68,975.53	
510050 Cable	36,554.58	
520000 Operating	197,011.25	182,327.75
520001 Food	613,615.74	542,227.07
530000 Operating Maintenance	322,004.04	280,263.82
540000 Charitable Costs	-	-
550000 Human Resources	3,043,141.57	2,907,121.11
560000 Administration	210,874.77	197,849.05
580000 Health	-	-
Total Expenses	4,722,142.35	4,460,681.61
Net Excess (Deficiency) of Revenue over Expenses from operations	(53,236.09)	79,658.25
OTHER EXPENSES		
590000 Interest costs	-	-
591000 Extraordinary Expenses	(15,900.00)	-
592000 Amortization	38,182.69	29,153.92
650000 Cash Held for Reserves	-	-
Net Excess (Deficiency)	(75,518.78)	50,504.33

STATEMENT OF CHANGES IN NET ASSETS
For Year Ended December 31, 2025

The Smoky Lake Foundation

MANAGEMENT BODY:

	Accumulated Surplus	Restricted Net Assets	Invested in Capital Assets (Included Donated Capital)
Balance at Beginning of Year	1,094,338.57	75,000.00	280,509.39
Current Year Net Excess (Deficiency) of Revenue over Expenses	(75,518.78)		
Sub-Total - 2025	1,018,819.79	75,000.00	280,509.39
Adjustments:			
Capital asset additions			155,644.80
Gain on sale			15,900.00
Proceeds of disposition			(35,100.00)
Amortization			(38,182.69)
Balance at End of Year	1,018,819.79	75,000.00	378,771.50

**SMOKY LAKE FOUNDATION - LODGE OPERATIONS
NOTE TO THE FINANCIAL INFORMATION
FOR THE YEAR ENDED DECEMBER 31, 5**

1. Basis of Accounting

The basis of accounting applied in the preparation of the financial information of the Smoky Lake Foundation – Lodge Operations as at December 31, 2025 and for the year then ended is the historical cost basis and reflects cash transactions with the addition of:

- Accounts receivable
- Prepaid expenses pro-rated over their term
- Capital assets amortized over their useful lives
- Accounts payable and accrued liabilities

**SCHEDULE I
CHANGES IN CAPITAL PROPERTY
For Year Ended December 31, 2025**

Organization:

The Smoky Lake Foundation

DESCRIPTION	BALANCE AT BEGINNING OF THE YEAR	ADDITIONS	REDUCTIONS	BALANCE AT END OF THE YEAR
CAPITAL PROPERTY - COST		(Please provide details below)		
Capital Assets.....	1,113,059.43	155,644.80	240,610.34	1,028,093.89
Buildings.....	7,400.00			7,400.00
Land.....	-			-
TOTAL CAPITAL PROPERTY COST	1,120,459.43	155,644.80	240,610.34	1,035,493.89

ACCUMULATED AMORTIZATION				
Capital Assets.....	832,550.04	38,182.69	221,410.34	649,322.39
Buildings.....	7,400.00			7,400.00
TOTAL ACCUMULATED AMORTIZATION	839,950.04	38,182.69	221,410.34	656,722.39

TOTAL CAPITAL PROPERTY NET OF ACCUMULATED AMORTIZATION	280,509.39	117,462.11	19,200.00	378,771.50
---	-------------------	-------------------	------------------	-------------------

Capital Property - Additions/Reductions:
Replacement of dining room tables and chairs \$100,376. Dishwasher \$19,710. Access control system \$13,460 and hospital beds \$22098.80.

**COMBINED HR & ADMINISTRATION EXPENSES
For Year Ended December 31, 2025**

Organization: The Smoky Lake Foundation

UNITS: 129

	2025	2024
550005 Salaries and Wages	2,528,478.59	2,399,305.68
550019 Administration Salaries.....		
550020 Housekeeping Salaries.....		
550030 Food Services Salaries.....		
550040 Maintenance Salaries.....		
550050 Resident care Salaries.....		
550060 Homecare Salaries.....		
550070 Laundry facility Salaries.....		
550080 Outreach ed. Salaries.....		
551000-551050 Employee Benefits.....	488,011.98	492,174.50
552000 Contract Employment.....		
553000 Personnel Recruitment.....	3,467.58	2,411.09
554000-558000 Other Human Resources.....	23,183.42	13,229.84
Total Human Resources	3,043,141.57	2,907,121.11
560000-560003 Office and General Administration.....	51,707.45	52,537.43
560010 Office Rent.....		
560020-560030 Office Equipment and Repairs.....	22,936.68	24,383.67
560040 Vehicle and Travel.....	3,335.11	2,551.62
560060-560064 Board Expenses.....	6,935.29	2,724.72
560070 Association Fees.....	5,454.92	5,379.67
560080-560083 Professional Fees.....	18,872.99	18,497.40
560090 IT Services.....	21,757.63	17,802.54
560100 Management Fees.....	79,875.00	73,972.00
560110 Sundry.....		
560120-560140 Accreditation, Inter-Co. Admin Fees and Admin Charges....		
Specify Other.....		
Total Administration	210,874.77	197,848.05
TOTAL HUMAN RESOURCES AND ADMINISTRATION	3,254,016.34	3,104,970.16

Please Note:

• 'ERROR' Message - an 'ERROR' message will appear if the amounts in this schedule do not equal amounts reported in the 'SOPS' tab. If completing this schedule first, ignore the 'ERROR' message until the SOPS is completed. If an 'ERROR' persists - please review

Requisitions from Municipalities

The Smoky Lake Foundation

Enter all requisitions received in the 2025 fiscal year. Total should match reported amount in account '460010 - Municipal Requisition'

Municipality Name	Operating	Capital	Total Requisition
Smoky Lake County	\$ 549,789.23		\$ 549,789.23
Town of Smoky Lake	\$ 71,055.05		\$ 71,055.05
Village of Vilna	\$ 9,324.08		\$ 9,324.08
Village of Waskatenau	\$ 12,431.63		\$ 12,431.63
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
Total			\$ 642,599.99

**SCHEDULE VI
SALARY DISCLOSURE
For Year Ended December 31, 2025**

Please list earnings of CAO & Board Members

Name	Position	Salary	Cash Benefits	Non Cash Benefits	Severance	TOTAL
Homeland Housing Charged to SCU Charged to Lodges	Contract CAO					\$ 108,000
						\$ 28,125
						<u>\$ 79,875</u>

Statement of Operations
For Year Ended December 31, 2025

SITE NAME: Bar-V Nook Manor
Project ID: 157827512229
Program Category: Seniors Lodge
Unit Count: 89

REVENUE	2025	2024
400000 Rent	2,269,189.51	2,210,653.70
410000 Resident Services	82,850.50	79,770.00
420000 Non-Resident Services	9,792.45	13,775.83
Grants		
430010 ASHC - Shared Costs		
430020 ASHC - Maintenance		
430030 ASHC - Interest Subsidy		
430040 ASHC - Grants for Restricted Purposes		
430050 ASHC - LAP grant	282,510.00	255,102.00
430120 Provincial - Other Grants	107,891.62	77,399.72
432000 Municipal		
431000 Federal		
433000 Other		
Operational Funding		
460010 Municipal Requisition	307,099.99	210,059.00
450010 Provincial		
450030 Other	35,078.77	
470000 Management and Administration		
475000 Investment Income	57,967.19	103,883.89
480000 Charitable Donations	2,425.00	
Total Revenue	3,154,805.03	2,950,644.14

EXPENSES		
500000 Taxes and Land Leases		
510000 Utilities	267,677.95	273,634.00
510010 Electricity	123,638.52	
510005 Heating	53,707.55	
510020 Water/Sewer	55,000.94	
510050 Cable	35,330.94	
520000 Operating	158,871.90	152,027.81
520001 Food	471,034.90	413,470.06
530000 Operating Maintenance	242,425.26	231,291.18
540000 Charitable Costs		
550000 Human Resources	1,863,287.38	1,613,213.11
560000 Administration	180,289.33	187,910.97
580000 Health		
Total Expenses	3,183,586.72	2,871,547.13
Net Excess (Deficiency) of Revenue over Expenses from operations	(28,781.69)	79,097.01

OTHER EXPENSES		
590000 Interest costs		
591000 Gain on sale of capital asset	(15,900.00)	
592000 Amortization	38,182.69	29,153.92
650000 Cash Held for Reserves		
Net Excess (Deficiency)	(51,064.38)	49,943.09

Statement of Operations
For Year Ended December 31, 2025

SITE NAME: Vilna Lodge
Project ID: 159627510200
Program Category: Seniors Lodge
Unit Count: 40

REVENUE	2025	2024
400000 Rent	460,357.01	424,391.25
410000 Resident Services	11,634.50	10,589.50
420000 Non-Resident Services	6,445.00	12,216.19
Grants		
430010 ASHC - Shared Costs		
430020 ASHC - Maintenance		
430030 ASHC - Interest Subsidy		
430040 ASHC - Grants for Restricted Purposes		
430050 ASHC - LAP grant	125,409.50	150,060.00
430120 Provincial - Other Grants	565,147.30	572,498.78
432000 Municipal		
431000 Federal		
433000 Other		
Operational Funding		
460010 Municipal Requisition	335,500.00	419,940.00
450010 Provincial		
450030 Other	9,607.42	
470000 Management and Administration		
475000 Investment Income	-	
480000 Charitable Donations		
Total Revenue	1,514,100.73	1,589,695.72

EXPENSES	2025	2024
500000 Taxes and Land Leases		
510000 Utilities	67,817.03	77,258.81
510010 Electricity	32,588.71	
510005 Heating	20,030.09	
510020 Water/Sewer	13,974.59	
510050 Cable	1,223.64	
520000 Operating	38,139.35	30,299.94
520001 Food	142,580.84	128,757.01
530000 Operating Maintenance	79,578.78	48,972.64
540000 Charitable Costs		
550000 Human Resources	1,179,854.19	1,293,908.00
560000 Administration	30,585.44	9,938.08
580000 Health		
Total Expenses	1,538,555.63	1,589,134.48
Net Excess (Deficiency) of Revenue over Expenses from operations	(24,454.90)	561.24

OTHER EXPENSES	2025	2024
590000 Interest costs		
592000 Amortization		
650000 Cash Held for Reserves		
Net Excess (Deficiency)	(24,454.90)	561.24

SETUP PAGE

**Audit Financial Package for Social Housing Operations
For Year Ended December 31, 2025**

SECTION #1

Organization Name:	The Smoky Lake Foundation
Organization Code:	SMO
Chief Administrative Officer:	Raymond Cormie
Auditor:	
Name of Auditor / Manager:	Barbara McCarthy
Telephone number:	780-645-4611
E-mail:	barbm@jmdcpas.ca
Mailing Address:	Box 1452, St. Paul, AB T0A 3A0
Please Answer the following Questions:	
1. Do you administer the Private Landlord Rent Supplement, Rent Assistance Benefit, or Temporary Rent Assistance Benefit programs funded by the province?.....	Answer: <input type="text" value="N"/>
2. Did your management body receive funds to cover a deficit budget in 2025?	<input type="text" value="Y"/>

SECTION #2

Completion instructions:

1. Complete all the sheets in the workbook that apply to your operations.
2. Enter in information only in the blue shaded cells. Do not attempt to enter any information into other cells.
3. Enter in the per-site financial results on the sheets numbered 1-130. See the Sites tab for the list of sites managed by your organization. While there are 130 sheets, you only need to complete one sheet for each site you have. For example, if you only have 7 sites, then complete tabs 1-7.
4. Do not enter information on the SOPS
5. When entering financial results, use the accounts descriptions indicated. All sub-accounts below the accounts specified should be summed to the summary account except utility revenues and expenses. Do not attempt to add rows for sub-accounts; use only the accounts indicated.
6. The AUD REP, FILES, and NOTES worksheets are samples only. If your auditor has similar templates to be used, please use those. If you wish to use the samples, then ensure you delete the sample only disclaimer and complete the cells highlighted in blue.
7. Please incorporate information on the Statement of Financial Position (FIN POS) relating to your Social Housing operations only. Lodge information is reported separately on the Lodge Package. Do not include other housing programs provided by your management body as this information is provided on your consolidated F/S.
8. On the ADME worksheet, please ensure the totals reported for Salaries & Benefits and Administration equal the amounts reported on your SOPS.
9. The AADJ worksheet should show adjustments and reclassifications that were made in the audited statements compared to the 4th quarter statements you submitted.
10. Please insert your year end trial balance, in excel format, in the appropriate tab or provide a hard copy.
11. If you have any questions, please contact your Housing Advisor

SECTION #3

Submission instructions:

1. Email this excel workbook to your Housing Advisor
2. Electronic scanned copy (pdf) that includes:
 - a) Copy of this excel workbook and all applicable tabs
 - b) Completed and signed 'Certification by Management Body'
 - c) Signed Audit Letter and Agreed Upon Procedures Report, as prepared by your Auditor
 - d) Management Letter, as prepared by your Auditor, outlining any recommendations or concerns regarding the audit/operation
3. Electronic copies of your 2025 audited financial statements (PDF and excel templates) are emailed to your Housing Advisor.

Government of Alberta is transitioning towards an electronic filing system. Hardcopies are no longer be accepted.

**INDEPENDENT AUDITOR'S REPORT
SOCIAL HOUSING OPERATION STATEMENT**

To the Board of Directors of Smoky Lake Foundation (the Foundation)

Opinion

We have audited the accompanying Alberta Assisted Living and Social Services social housing operation statement for the Smoky Lake Foundation – Self-Contained Housing Division for the year ended December 31, 2025.

In our opinion, the accompanying social housing operation statement presents fairly, in all material respects, the financial position of the Smoky Lake Foundation - Self-Contained Housing Division as at December 31, 2025, and the results of its operations, changes in net assets and cash flows for the year then ended in accordance with the basis of accounting described in the *Responsibilities of Management and Those Charged with Governance for the Financial Information*.

Emphasis of Matter

The social housing operation statement is prepared to assist the Smoky Lake Foundation to meet the requirements of Alberta Assisted Living and Social Services. As a result, this operation statement may not be suitable for another purpose. Our opinion is not modified in respect of this matter.

Other Matter

It is understood that this report, as requested by the Minister of Alberta Assisted Living and Social Services is to be used primarily for their purposes. We have issued an audit report dated March 30, 2026 on the combined financial statements of the Smoky Lake Foundation for the year ended December 31, 2025 and reference should be made to those audited financial statements for complete information.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Foundation in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with those requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Information

Management is responsible for the preparation and fair presentation of the financial information in accordance with the basis of accounting principles prescribed by the Minister of Alberta Assisted Living and Social Services and for such internal control as management determines is necessary to enable the preparation of financial information that is free from material misstatements, whether due to fraud or error.

In preparing the financial information, management is responsible for assessing the Foundation's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless management either intends to liquidate the Foundation or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Foundation's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Information

Our objectives are to obtain reasonable assurance about whether the financial information as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of the audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial information, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Foundation's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Foundation's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial information or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Foundation to cease to continue as a going concern.
- Evaluate the overall presentation, structure, and content of the financial information, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

St. Paul, Alberta
March 30, 2026



Chartered Professional Accountants

Agreed-Upon Procedures Report on Verifying Tenant Incomes

To the Board of Directors of Smoky Lake Foundation – Self-Contained Housing Division (the Foundation)

Purpose of This Agreed-Upon Procedures Report and Restriction on Use and Distribution

Our report is solely for the purpose of assisting Alberta Assisted Living and Social Services in determining whether the Foundation has verified tenant incomes in accordance with established incomes and the Provincial rent-to-income scale as required by Section 14 of the Alberta Housing Act and may not be suitable for another purpose. This report is intended solely for the Foundation and Alberta Assisted Living and Social Services, and should not be used by, or distributed to, any other parties.

Responsibilities of the Foundation

The Foundation has acknowledged that the agreed-upon procedures are appropriate for the purpose of the engagement. The Foundation is responsible for the subject matter on which the agreed-upon procedures are performed.

Practitioner's Responsibilities

We have conducted the agreed-upon procedures engagement in accordance with the Canadian Standard on Related Services (CSRS) 4400, *Agreed-Upon Procedures Engagements*. An agreed-upon procedures engagement involves our performing the procedures that have been agreed with the Foundation, and reporting the findings, which are the factual results of the agreed-upon procedures performed. We make no representations regarding the appropriateness of the agreed-upon procedures.

This agreed-upon procedures engagement is not an assurance engagement. Accordingly, we do not express an opinion or an assurance conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported.

Professional Ethics

We have complied with the ethical and independence requirements as per the Chartered Professional Accounts of Alberta Rules of Professional Conduct.

Procedures and Findings

From the listing of tenant files, we selected a sample of 18 files for the period January 1, 2025 to December 31, 2025 to determine if tenant incomes were verified in accordance with the Provincial rent-to-income scale as required by Section 14 of the Alberta Housing Act.

There were three (3) instances where the rent was calculated incorrectly.

St. Paul, Alberta
March 16, 2026


Chartered Professional Accountants

CERTIFICATION BY MANAGEMENT BODY

To the best of my knowledge and belief, the Statements and Schedules included in this report are true and correct, as at DECEMBER 31, 2025 for the management body legally known as:

The Smoky Lake Foundation

To the best of my knowledge and belief, all assets and liabilities of the management body are fairly stated in the Statement of Financial Position included herein.

To the best of my knowledge and belief, tenant incomes have been verified and rentals charged are in accordance with the established incomes and the applicable rent-to-income scale.

In addition, I certify that the above named Management Body is legally incorporated under the Alberta Housing Act and is in good standing at this date.

DATE: 2026-03-30

SIGNED:
CHAIRMAN OF THE BOARD OF DIRECTORS: _____

SIGNED:
MANAGEMENT BODY: The Smoky Lake Foundation

* Both the Board & Representative from HMB must sign

SOCIAL HOUSING AGREEMENT (SHA) ANNUAL PROJECT DATA REPORT
--

HMB Name: The Smoky Lake Foundation

Fiscal Year Ending: December 31, 2025

PORTFOLIO DATA				
Unit Type	Community Housing	Seniors Self Contained	Rent Supplement	Lodge
Bachelor				51
1 bedroom		48		24
2 bedrooms				
3 bedrooms	3			
4 bedrooms				
5+ bedrooms				
Total	3	48	0	75

HOUSEHOLD DATA - SOCIAL HOUSING PORTFOLIO ONLY				
	Non-Elderly Singles	Couples	Families	Seniors (65+)
Total Albertans Assisted (including turnovers)	8	10	3	121
Estimated Average Gross Household Income	\$25,600	\$46,700	\$36,900	\$33,800

**STATEMENT OF FINANCIAL POSITION
For Year Ended December 31, 2025**

Organization Name: **The Smoky Lake Foundation**

	2025	2024
100210-105020	99,478.44	40,720.55
100180	21,405.18	21,284.41
120020-120510	15,119.56	13,000.23
120620-127010	8,305.99	10,077.17
147010-162010		
166010-171010 except AA acc	-	
166110-170110 AA accounts or	-	
165010	-	
165110	-	
164010	-	
Total Assets	144,309.17	85,082.36

LIABILITIES

200010-207010 except 206010,	56,747.53	61,932.36
280010-281110		
262000	10,400.00	10,400.00
206010	77,161.64	12,750.00
205010		
Total Liabilities	144,309.17	85,082.36

NET ASSETS

386000	-	
380010-381110	-	
380010	-	
Total Net Assets	-	
Total Liabilities & Net Assets	144,309.17	85,082.36

**STATEMENT OF CHANGES IN DEFERRED OPERATING RESERVE FUND
For Year Ended December 31, 2025**

MANAGEMENT BODY: The Smoky Lake Foundation

Deferred Operating Reserve Fund (DORF)

DORF Opening Balance: 29,057.53 = FIN POS

Reserve Additions:

Grant Received in 2025:	19,000.00	
2025 Surplus Transfer to DORF:	29,104.11	
		48,104.11

Reserve Spent¹:

(enter brief description of use & amount)	-	
(enter brief description of use & amount)	-	
		-

DORF Ending Balance: 77,161.64 = FIN POS

¹ Amounts completed/spent to be reported on SOPS:

- Revenue Account 430040 - Grants for Restricted Purposes
- Expense Accounts - as appropriate

² This schedule is for the Operating Reserve Grant (DORF) and Surplus Carryovers approved by the ASHC, if applicable

- Do not include any CMR grant funding or the Restricted Operating Reserve Fund

Statement of Operations
For Year Ended December 31, 2025

Organization Name: The Smoky Lake Foundation
Do Not Enter Any Information on this Sheet

REVENUE	2025	2024
400000 Rent	350,444.25	330,320.95
410000 Resident Services	5,435.54	4,555.00
410091 Electricity Recovery	-	
470040 Cable Recovery	-	
420000 Non-Resident Services	-	-
Grants:		
430010 ASHC - Deficit Funding	174,537.00	78,837.00
ASHC - Grants for Restricted Purposes (Carryover, SPEC		
430040 Grants, CMR Grants)	-	55,821.31
430060 ASHC - Rent Supplement Admin fees received	-	-
430120 Provincial - Other Grants	-	-
433000 Other	-	-
Operational Revenue:		
450030 Other (Please specify)	-	-
470000 Management and Administration Fees	-	-
475000 Investment Income	2,765.08	7,076.36
Total Revenue	533,181.87	476,610.62

EXPENSES		
500000 Taxes and Land Leases	-	-
510000 Utilities	85,091.50	90,408.11
510010 Electricity	21,994.21	
510005 Heating	27,590.55	
510020 Water/Sewer	35,506.74	
510050 Cable	-	
520000 Operating	9,681.32	26,062.32
520080 Bad Debt	-	
530000 Operating Maintenance	205,427.68	178,563.36
550000 Human Resources	155,520.96	145,521.00
560000 Administration	48,356.30	36,055.83
Total Expenses	504,077.76	476,610.62
Net Excess (Deficiency) of Revenue over Expenses	29,104.11	-

OTHER EXPENSES		
591000 Extraordinary expense*	-	-
Net Excess (Deficiency)	29,104.11	-

*Specify Please

STATEMENT OF CHANGES IN NET ASSETS
For Year Ended December 31, 2025

MANAGEMENT BODY:

The Smoky Lake Foundation

	Accumulated Surplus	Restricted Net Assets	Invested in Capital Assets (Included Donated Capital)
Deficit Balance at Beginning of Year ²	-	-	-
Current Year Net Excess (Deficiency) of Revenue over Expenses	29,104.11		
Surplus Transfer to DORF (Schedule II)	(29,104.11)		
Sub-Total - 2025	0.00	-	-
Remittance to the Department (Schedule II)	(0.00)		
Adjustments			
Balance at End of Year ¹	-	-	-

¹ Note: Should be zero

² If applicable, prior year audit deficits paid by ASHC are to be applied against the beginning deficit balance

STATEMENT OF CASH FLOWS
For Year Ended December 31, 2025

MANAGEMENT BODY:

The Smoky Lake Foundation

	2025	2024
Cash flows from operating activities		
Excess (deficiency) of revenue over expenses	29,104.11	
Net Change in non-cash working capital:		
Decrease (increase) in current assets	(348.15)	(13,643.07)
Increase (decrease) in liabilities	(5,184.83)	(41,276.87)
Payable to Alberta Social Housing Corporation (-)	-	(16,307.53)
Net cash generated (used) in operating activities	23,571.13	(71,227.47)
Financing and Investing Activities		
Purchase of capital assets		
Contributed capital assets		
Contributed capital assets put into service (-)		
Operating and Capital grants received (+)	\$35,307.53	
Operating and Capital grants spent (-)		
Special grant received, if applicable (+)	-	72,128.84
Special grant spent, if applicable (-)	-	(55,821.31)
Net cash generated (used) in financing and investing activities	35,307.53	16,307.53
Net (decrease) increase in cash and cash equivalents	58,878.66	(54,919.94)
Cash, beginning of year	62,004.96	116,924.90
Cash, end of year	120,883.62	62,004.96

Cash and Cash Equivalents Represented By:

Cash	99,478.44	40,720.55
Short Term Investments		
Trust Accounts for Security Deposits	21,405.18	21,284.41
	120,883.62	62,004.96

**THE SMOKY LAKE FOUNDATION
NOTES TO THE SOCIAL HOUSING OPERATION STATEMENT
FOR THE YEAR ENDED DECEMBER 31, 2025**

PURPOSE OF THE ORGANIZATION

The management body is an organization operating and managing social programs aimed at providing affordable housing to low-income Albertans who are the most in need. The organization is established as a Management Body by the Provincial ministerial order and is governed by the Alberta Housing Act and its regulations. It qualifies as a non-profit organization as defined in the Income Tax Act (Canada) and, as such, is exempt from income taxes.

I. SIGNIFICANT ACCOUNTING POLICIES

Basis of Accounting and Revenue Recognition

These statements are prepared on an accrual basis whereby all revenues and expenses are recorded in the period to which they pertain. The management body follows the deferral method of accounting for contributions. Restricted contributions (reserve grants) are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions and unrestricted investment income are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured. Funding received for deficits or surpluses repaid are not recognized as revenues or expenses. These amounts are recognized in the statement of changes in net assets.

Cash and Cash Equivalents

Cash and cash equivalents are defined as cash in the bank accounts adjusted for outstanding deposits and cheques.

GST Receivable

The GST receivable is set up at the refundable rate at the time of expenditure.

Capital Assets

Only assets purchased with project funds and costing in excess of \$5,000 are recorded in the capital asset account. These assets are then amortized at rates prescribed by the management body. Buildings and land owned by the Alberta Government are not recorded in the statements.

Bad Debts

Bad debts are only written off to account 520080 if carried on the books for at least one year and determined to be uncollectable. No bad debts were written off in 2025 (2024 – NIL).

Measurement Uncertainty

The preparation of financial statements in accordance with Canadian public sector accounting standards for government not-for-profit organizations requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expenses during the reporting period. Such estimates include the amortization of capital assets and accruals. Actual results could differ from these estimates. These estimates are reviewed periodically, and as adjustments become necessary, they are reported as earnings in the period in which they become known.

THE SMOKY LAKE FOUNDATION
 NOTES TO THE SOCIAL HOUSING OPERATION STATEMENT
 FOR THE YEAR ENDED DECEMBER 31, 2025

2. ACCOUNTS RECEIVABLE	<u>2025</u>	<u>2024</u>
Rents receivable	\$ 226.07	\$ 1,664.17
GST receivable	10,041.33	8,844.72
Due from Lodge Operations	<u>4,852.16</u>	<u>2,491.34</u>
	\$ <u>15,119.56</u>	\$ <u>13,000.23</u>
3. SHORT TERM LIABILITIES		
Trade payables	\$ 34,898.34	\$ 23,080.32
Tenant security deposits payable	21,005.19	21,624.91
Unearned rent revenue	844.00	919.60
Payable to Alberta Assisted Living and Social Services	<u>.00</u>	<u>16,307.53</u>
	\$ <u>56,747.53</u>	\$ <u>61,932.36</u>

**SCHEDULE II - b
REMITTANCE CALCULATION
DEFICIT BUDGET
For Year Ended December 31, 2025**

Organization: The Smoky Lake Foundation

OPERATING GRANT

2025 APPROVED OPERATING DEFICIT BUDGET	174,537.00	<i>Notes</i>
Less: 2025 APPROVED OPERATING DEFICIT BUDGET RECEIVED (S)	174,537.00	Enter as (+) Number
GRANT(S) OVERPAYMENT/(UNDERPAYMENT)	-	Enter as (+) Number

BUDGET VARIANCE

2025 APPROVED OPERATING DEFICIT BUDGET	(174,537.00)	<i>Sample Calculation</i>
Less: 2025 ACTUAL RESULTS ¹	(145,432.89)	(\$5,000.00)
2025 BUDGET VARIANCE.....	29,104.11	(\$2,000.00)
		\$3,000.00

REMITTANCE TO ALBERTA SOCIAL HOUSING CORPORATION

2025 BUDGET VARIANCE.....	29,104.11	\$3,000.00
Add: UNUSED SPECIAL GRANTS FROM PRIOR YEARS ²		\$2,000.00
Add: PRIOR YEAR ACCUMULATED DEFICIT, IF APPLICABLE ³		FIN POS / CINA
Less: SURPLUS TRANSFER TO DORF ⁴	\$29,104.11	\$4,000.00
OTHER ADJUSTMENT (PLEASE SPECIFY) ⁵		(\$1,000.00)
TOTAL	0.00	-

OTHER ADJUSTMENT:

--

¹ From Statement of Operations (excludes deficit funding, amortization & gain/loss on disposal of capital assets)
² From Statement of Changes in SPEC GRANT Schedule
 • Do not include unused CMR grant funding
³ From Statement of Financial Position and Statement of Changes in Net Assets
 • Do not include if deficit was cleared by ASHC.
⁴ As of 2025, surplus funds resulting from an improvement when compared to your operating budgets can be transferred to your DORF to be used for future years within your operational requirements in your Community Housing and Seniors Self- Contained portfolio.
⁵ Other adjustment subject to review and approval from ASHC.

**SCHEDULE IV
COMBINED HR & ADMINISTRATION EXPENSES
For Year Ended December 31, 2025**

Organization: The Smoky Lake Foundation

UNITS: 51

	2025	2024
Salaries and Wages		
Administration Salaries.....		
Housekeeping Salaries.....		
Maintenance Salaries.....		
Outreach ed. Salaries.....		
Rent Supplement Salaries.....		
Employee Benefits.....		
Contract Employment.....	155,520.96	145,521.00
Other Human Resources.....		
Total Salaries and Benefits	155,520.96	145,521.00
Office and General Administration.....	1,974.00	941.90
Rent Supplement Admin.....		
Office Rent.....		
Office Equipment and Repairs.....		
Vehicle and Travel.....	2,752.44	
Board Expenses.....	1,389.96	47.28
Association Fees.....	2,653.08	
Professional Fees.....	5,218.71	4,781.25
IT Services.....	6,243.11	2,160.40
Management Fees.....	28,125.00	28,125.00
Sundry.....		
Other (Please specify).....		
Total Administration	48,356.30	36,055.83
TOTAL HR & ADMIN EXPENSES	203,877.26	181,576.83

Please Note:

• 'ERROR' Message - an 'ERROR' message will appear if the amounts in this schedule do not equal amounts reported in the 'SOPS' tab. If completing this schedule first, ignore the 'ERROR' message until the SOPS is completed. If an 'ERROR' persists - please review

• Rent Supplement administration expenses should be in this schedule.

SCHEDULE VI
SALARY DISCLOSURE
For Year Ended December 31, 2025

Please list earnings of CAO & Board Members

Name	Position	Salary	Cash Benefits	Non Cash Benefits	Severance	TOTAL
------	----------	--------	---------------	-------------------	-----------	-------

NONE

Smoky Lake Foundation Self Contained & R & N Housing

2025 Year End Trial Balance

Year End: December 31, 2025

Account	Opening	Adjustments	Balance
100211 Chequing Account SCU	99,478.44	0.00	99,478.44
100213 Security Deposits in Trust SCU	21,405.18	0.00	21,405.18
120020 Accounts Receivable-Residents	226.07	0.00	226.07
120070 Canada GST/HST Receivable - Input	10,041.33	0.00	10,041.33
120210 Intercompany SLF	4,852.16	0.00	4,852.16
127010 Prepaid Expenses	378.82	0.00	378.82
127015 Prepaid Security	2,666.56	0.00	2,666.56
127020 Prepaid Insurance	5,260.61	0.00	5,260.61
201010 Accounts Payable	(30,398.34)	0.00	(30,398.34)
201235 Accounts Payable Yearend	0.00	(4,500.00)	(4,500.00)
203010 Damage Deposit	(21,005.19)	0.00	(21,005.19)
204000 Prepaid Liability	(844.00)	0.00	(844.00)
381015 Reserve Funds SCU	(23,150.00)	(64,411.64)	(87,561.64)
385000 Accumulated Surplus	0.00	29,104.11	29,104.11
400100 Resident Accomodations	(350,444.25)	0.00	(350,444.25)
400300 Deposit Forfeit	(239.04)	0.00	(239.04)
410010 Resident Parking	(4,194.50)	0.00	(4,194.50)
410146 Housekeeping Fee- Move out Fee	(600.00)	0.00	(600.00)
420091 Sundry	(402.00)	0.00	(402.00)
430010 Operating Grant SCU	(174,537.00)	0.00	(174,537.00)
470110 NSF Fee	(75.00)	0.00	(75.00)
475005 Interest Earned	(3,825.93)	0.00	(3,825.93)
510005 Heating	27,590.55	0.00	27,590.55
510010 Electricity	21,994.21	0.00	21,994.21
510020 Water and Sewer	27,300.58	0.00	27,300.58
510030 Waste Removal	8,206.16	0.00	8,206.16
520030 Cleaning Supplies	3,198.60	0.00	3,198.60
520060 Insurance	6,482.72	0.00	6,482.72
520110 Security Deposit Interest	201.87	0.00	201.87
530000 Appliances	14,818.93	0.00	14,818.93
530010 Safety and Security	21,279.89	0.00	21,279.89
530040 Buildings Interior	57,519.32	0.00	57,519.32
530050 Buildings Exterior	85,426.48	0.00	85,426.48
530100 Grounds Maintenance	25,013.30	0.00	25,013.30
530140 Maintenance tools and Supplies	1,369.76	0.00	1,369.76
550015 Wages and Benefits Recovery	155,520.96	0.00	155,520.96
560000 Office Supplies	1,854.96	0.00	1,854.96
560002 Bank Charges	933.98	0.00	933.98
560004 Computer Hardware and Software	3,487.07	0.00	3,487.07
560010 Postage/Freight/Shipping	119.04	0.00	119.04
560030 IT Contracted Services	2,756.04	0.00	2,756.04
560040 Employee Travel and Mileage	2,752.44	0.00	2,752.44
560063 Board Workshop and Conferences	1,389.96	0.00	1,389.96
560070 Due and Memberships	2,653.08	0.00	2,653.08
560082 Audit Fees	718.71	4,500.00	5,218.71
560100 Management Fee	28,125.00	0.00	28,125.00
	0.00	0.00	0.00

Statement of Operations
For Year Ended December 31, 2025

SITE NAME: Vilna - R&N 1
Project ID: 159627223127
Program Category: Community Housing Provincially Owned
Unit Count: 3

REVENUE	2025	2024
400000 Rent	25,820.00	24,592.50
410000 Resident Services		
410091 Electricity Recovery		
470040 Cable Recovery		
420000 Non-Resident Services		
Grants:		
430010 ASHC - Deficit Funding	6,779.00	(803.00)
ASHC - Grants for Restricted Purposes (Carryover, SPEC		
430040 Grant, CMR Grant)		
430060 ASHC - Rent Supplement Admin fees received		
430120 Provincial - Other Grants		
433000 Other		
Operational Revenue:		
450030 Other (Please specify)		
470000 Management and Administration Fees		
475000 Investment Income	164.44	468.20
Total Revenue	32,763.44	24,257.70

EXPENSES		
500000 Taxes and Land Leases		
510000 Utilities	7,050.47	7,170.93
510010 Electricity		
510005 Heating	2,451.07	
510020 Water/Sewer	4,599.40	
510050 Cable		
520000 Operating	877.87	805.24
520080 Bad Debt		
530000 Operating Maintenance	4,733.99	10,431.02
550000 Human Resources	9,148.32	8,353.80
560000 Administration	2,871.81	2,336.63
Total Expenses	24,682.46	29,097.62
Net Excess (Deficiency) of Revenue over Expenses	8,080.98	(4,839.92)

OTHER EXPENSES		
591000 Extraordinary expense*		
Net Excess (Deficiency)	8,080.98	(4,839.92)

*Specify Please

Statement of Operations Page 047 Audited Financial Statements (2025)
For Year Ended December 31, 2025

SITE NAME: Cedar Manor
Project ID: 157827552067
Program Category: Seniors Self Contained Apartments
Unit Count: 8

REVENUE	2025	2024
400000 Rent	58,621.21	55,124.98
410000 Resident Services	856.50	925.00
410091 Electricity Recovery		
470040 Cable Recovery		
420000 Non-Resident Services		
Grants:		
430010 ASHC - Deficit Funding	27,959.82	13,274.40
ASHC - Grants for Restricted Purposes (Carryover, SPEC		
430040 Grant, CMR Grant)		
430060 ASHC - Rent Supplement Admin fees received		
430120 Provincial - Other Grants		
433000 Other		
Operational Revenue:		
450030 Other (Please specify)		
470000 Management and Administration Fees	-	
475000 Investment Income	445.11	1,150.91
Total Revenue	87,882.64	70,475.29
EXPENSES		
500000 Taxes and Land Leases		
510000 Utilities	14,843.88	15,717.69
510010 Electricity	4,056.00	
510005 Heating	2,831.67	
510020 Water/Sewer	7,956.21	
510050 Cable		
520000 Operating	1,550.72	1,375.27
520080 Bad Debt		
530000 Operating Maintenance	37,254.36	9,354.67
550000 Human Resources	24,395.52	19,603.08
560000 Administration	8,470.27	4,703.06
Total Expenses	86,514.75	50,753.77
Net Excess (Deficiency) of Revenue over Expenses	1,367.89	19,721.52
OTHER EXPENSES		
591000 Extraordinary expense*		
Net Excess (Deficiency)	1,367.89	19,721.52

*Specify Please

Statement of Operations Page 048 Audited Financial Statements (2025)
For Year Ended December 31, 2025

SITE NAME: Golden Valley Villa
Project ID: 157827552219
Program Category: Seniors Self Contained Apartments
Unit Count: 8

REVENUE	2025	2024
400000 Rent	59,713.20	58,209.47
410000 Resident Services	972.00	975.00
410091 Electricity Recovery		
470040 Cable Recovery		
420000 Non-Resident Services		
Grants:		
430010 ASHC - Deficit Funding	27,959.82	13,274.40
ASHC - Grants for Restricted Purposes (Carryover, SPEC		
430040 Grant, CMR Grant)		28,694.12
430060 ASHC - Rent Supplement Admin fees received		
430120 Provincial - Other Grants		
433000 Other		
Operational Revenue:		
450030 Other (Please specify)		
470000 Management and Administration Fees		
475000 Investment Income	410.92	1,057.29
Total Revenue	89,055.94	102,210.28
EXPENSES		
500000 Taxes and Land Leases		
510000 Utilities	12,286.48	12,465.28
510010 Electricity	3,817.13	
510005 Heating	1,389.53	
510020 Water/Sewer	7,079.82	
510050 Cable		
520000 Operating	875.01	8,088.18
520080 Bad Debt		
530000 Operating Maintenance	25,694.36	51,057.01
550000 Human Resources	24,395.52	24,483.36
560000 Administration	7,627.63	6,116.45
Total Expenses	70,879.00	102,210.28
Net Excess (Deficiency) of Revenue over Expenses	18,176.94	-
OTHER EXPENSES		
591000 Extraordinary expense*		
Net Excess (Deficiency)	18,176.94	-

*Specify Please

Statement of Operations
For Year Ended December 31, 2025

SITE NAME: Harmony Manor
Project ID: 159627552321
Program Category: Seniors Self Contained Apartments
Unit Count: 4

REVENUE	2025	2024
400000 Rent	24,943.54	25,099.58
410000 Resident Services	75.00	
410091 Electricity Recovery		
470040 Cable Recovery		
420000 Non-Resident Services		
Grants:		
430010 ASHC - Deficit Funding	13,979.48	6,633.98
ASHC - Grants for Restricted Purposes (Carryover, SPEC		
Grant, CMR Grant)		
430040 ASHC - Rent Supplement Admin fees received		
430120 Provincial - Other Grants		
433000 Other		
Operational Revenue:		
450030 Other (Please specify)		
470000 Management and Administration Fees		
475000 Investment Income	237.04	565.01
Total Revenue	39,235.06	32,298.57

EXPENSES	2025	2024
500000 Taxes and Land Leases		
510000 Utilities	6,610.78	7,730.51
510010 Electricity	1,792.28	
510005 Heating	1,929.55	
510020 Water/Sewer	2,888.95	
510050 Cable		
520000 Operating	776.03	687.05
520080 Bad Debt		
530000 Operating Maintenance	7,721.97	9,704.67
550000 Human Resources	12,197.52	9,815.40
560000 Administration	3,655.16	2,813.44
Total Expenses	30,961.46	30,751.07
Net Excess (Deficiency) of Revenue over Expenses	8,273.60	1,547.50

OTHER EXPENSES		
591000 Extraordinary expense*		
Net Excess (Deficiency)	8,273.60	1,547.50

*Specify Please

Statement of Operations
For Year Ended December 31, 2025

SITE NAME: Pine Creek Manor
Project ID: 159427552102
Program Category: Seniors Self Contained Apartments
Unit Count: 8

REVENUE	2025	2024
400000 Rent	48,665.80	42,551.93
410000 Resident Services	1,435.45	1,037.50
410091 Electricity Recovery		
470040 Cable Recovery		
420000 Non-Resident Services		
Grants:		
430010 ASHC - Deficit Funding	27,959.82	13,274.40
ASHC - Grants for Restricted Purposes (Carryover, SPEC		
430040 Grant, CMR Grant)		23,028.30
430060 ASHC - Rent Supplement Admin fees received		
430120 Provincial - Other Grants		
433000 Other		
Operational Revenue:		
450030 Other (Please specify)		
470000 Management and Administration Fees		
475000 Investment Income	443.17	1,115.25
Total Revenue	78,504.24	81,007.38
EXPENSES		
500000 Taxes and Land Leases		
510000 Utilities	15,190.10	16,936.49
510010 Electricity	3,382.51	
510005 Heating	9,531.09	
510020 Water/Sewer	2,276.50	
510050 Cable		
520000 Operating	875.69	3,830.77
520080 Bad Debt		
530000 Operating Maintenance	48,045.61	30,132.97
550000 Human Resources	24,395.52	24,483.24
560000 Administration	7,666.83	5,623.91
Total Expenses	96,173.75	81,007.38
Net Excess (Deficiency) of Revenue over Expenses	(17,669.51)	-
OTHER EXPENSES		
591000 Extraordinary expense*		
Net Excess (Deficiency)	(17,669.51)	-

*Specify Please

Statement of Operations Page 051 Audited Financial Statements (2025)
For Year Ended December 31, 2025

SITE NAME: Spruce View Manor
Project ID: 159627552348
Program Category: Seniors Self Contained Apartments
Unit Count: 4

REVENUE	2025	2024
400000 Rent	29,296.24	25,275.58
410000 Resident Services	599.10	
410091 Electricity Recovery		
470040 Cable Recovery		
420000 Non-Resident Services		
Grants:		
430010 ASHC - Deficit Funding	13,979.48	6,634.02
ASHC - Grants for Restricted Purposes (Carryover, SPEC		
430040 Grant, CMR Grant)		
430060 ASHC - Rent Supplement Admin fees received		
430120 Provincial - Other Grants		
433000 Other		
Operational Revenue:		
450030 Other (Please specify)		
470000 Management and Administration Fees		
475000 Investment Income	213.74	545.65
Total Revenue	44,088.56	32,455.25

EXPENSES		
500000 Taxes and Land Leases		
510000 Utilities	7,139.19	7,910.41
510010 Electricity	2,320.21	
510005 Heating	1,930.03	
510020 Water/Sewer	2,888.95	
510050 Cable		
520000 Operating	776.55	687.05
520080 Bad Debt		
530000 Operating Maintenance	15,035.05	17,608.26
550000 Human Resources	12,197.52	9,815.40
560000 Administration	3,654.92	2,813.68
Total Expenses	38,803.23	38,834.80

Net Excess (Deficiency) of Revenue over Expenses	5,285.33	(6,379.55)
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OTHER EXPENSES		
591000 Extraordinary expense*		
Net Excess (Deficiency)	5,285.33	(6,379.55)

*Specify Please

Statement of Operations
For Year Ended December 31, 2025

Page 052 Audited Financial Statements (2025)

SITE NAME: Sunrise Villa
Project ID: 157827552159
Program Category: Seniors Self Contained Apartments
Unit Count: 8

REVENUE	2025	2024
400000 Rent	57,931.26	56,828.91
410000 Resident Services	588.00	830.00
410091 Electricity Recovery		
470040 Cable Recovery		
420000 Non-Resident Services		
Grants:		
430010 ASHC - Deficit Funding	27,959.77	13,274.40
ASHC - Grants for Restricted Purposes (Carryover, SPEC		
Grant, CMR Grant)		4,098.89
430060 ASHC - Rent Supplement Admin fees received		
430120 Provincial - Other Grants		
433000 Other		
Operational Revenue:		
450030 Other (Please specify)		
470000 Management and Administration Fees		
475000 Investment Income	429.97	1,087.66
Total Revenue	86,909.00	76,119.86
EXPENSES		
500000 Taxes and Land Leases		
510000 Utilities	10,937.33	10,750.50
510010 Electricity	3,451.42	
510005 Heating	1,335.50	
510020 Water/Sewer	6,150.41	
510050 Cable		
520000 Operating	1,974.33	4,766.52
520080 Bad Debt		
530000 Operating Maintenance	22,912.69	33,618.09
550000 Human Resources	24,395.52	24,483.36
560000 Administration	6,835.81	5,740.25
Total Expenses	67,055.68	79,358.72
Net Excess (Deficiency) of Revenue over Expenses	19,853.32	(3,238.86)
OTHER EXPENSES		
591000 Extraordinary expense*		
Net Excess (Deficiency)	19,853.32	(3,238.86)

*Specify Please

Statement of Operations
For Year Ended December 31, 2025

SITE NAME: Waskatenau Manor
Project ID: 159427552214
Program Category: Seniors Self Contained Apartments
Unit Count: 8

REVENUE	2025	2024
400000 Rent	45,453.00	42,638.00
410000 Resident Services	909.49	787.50
410091 Electricity Recovery		
470040 Cable Recovery		
420000 Non-Resident Services		
Grants:		
430010 ASHC - Deficit Funding	27,959.81	13,274.40
ASHC - Grants for Restricted Purposes (Carryover, SPEC		
Grant, CMR Grant)		
430040 ASHC - Rent Supplement Admin fees received		
430120 Provincial - Other Grants		
433000 Other		
Operational Revenue:		
450030 Other (Please specify)		
470000 Management and Administration Fees		
475000 Investment Income	420.69	1,086.39
Total Revenue	74,742.99	57,786.29
EXPENSES		
500000 Taxes and Land Leases		
510000 Utilities	11,033.27	11,726.30
510010 Electricity	3,174.66	
510005 Heating	6,192.11	
510020 Water/Sewer	1,666.50	
510050 Cable		
520000 Operating	1,975.12	5,822.24
520080 Bad Debt		
530000 Operating Maintenance	44,029.65	16,656.67
550000 Human Resources	24,395.52	24,483.36
560000 Administration	7,573.87	5,908.41
Total Expenses	89,007.43	64,596.98
Net Excess (Deficiency) of Revenue over Expenses	(14,264.44)	(6,810.69)
OTHER EXPENSES		
591000 Extraordinary expense*		
Net Excess (Deficiency)	(14,264.44)	(6,810.69)

*Specify Please

COUNTY OF 
TWO HILLS

P.O Box 490, Two Hills AB T0B 4K0
Telephone: (780) 657-3358 Fax: (780) 657-3504

April 8, 2026

Chief Administrative Officer and Council
Smoky Lake County
4612 – McDougall Drive
P.O. Box 310
Smoky Lake, Alberta, T0A 3C0

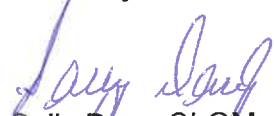
Dear Chief Administrative Officer and Council:

Re: Intermunicipal Collaboration Framework with the County of Two Hills

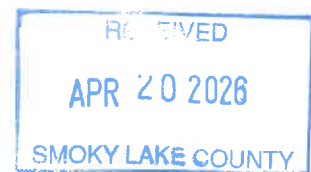
This will advise that the County of Two Hills Council resolved, at their meeting of March 26, 2026, that the County of Two Hills conclude the County of Two Hills and Smoky Lake County Intermunicipal Collaboration Framework agreement existing between the two municipalities, pursuant to Municipal Government Act, Section 708.28(1.1).

Should you have any questions or concerns, you may contact the undersigned.

Sincerely,



Sally Dary, CLGM
Chief Administration Officer



March 26, 2026

Mr. Craig Lukinuk
Reeve
Smoky Lake County
Box 310
SMOKY LAKE, AB T0A 3C0

Dear Reeve Lukinuk and Members of Council,

Thank you for welcoming Dr. Donna Feledichuk and myself to your council meeting on March 26, 2026. I appreciated the opportunity to introduce myself and to speak with the council about the leadership transition at Portage College. It was meaningful to reflect on our long-standing relationships in northeast Alberta.

I appreciated sharing an overview of Portage College and highlighting the number of learners from your area who have studied with us in recent years. These connections remind us that the College's work is deeply rooted in the communities we serve, and linked to the success of our municipalities, businesses, and residents.

Enclosed is Portage College's **2024–2025 Report to Community**, which provides a snapshot of our activities and achievements, as well as our contributions of our students, faculty, and staff to the region. I hope you find it informative and reflective of our ongoing impact in northeast Alberta.

In addition, enclosed is Portage College's new **Applied Research Publication**, which provides valuable information on our Research projects and showcases the work of our faculty, students and partners.

As I begin my role as President and CEO, I look forward to strengthening the partnership between Portage College and the community. Together, we can ensure learners in your community can access high-quality education and training opportunities while also supporting the workforce needs of local businesses and the broader economic development of our communities.

Thank you again for the warm welcome and for the important leadership you provide in shaping your community's future. I am eager to collaborate further to support local educational and economic growth, and am confident our partnerships will continue to deliver meaningful results for all concerned.

Sincerely,



Steve Price, PhD
President & CEO
Portage College

Enclosure: Portage College 2024–2025 Report to Community
Portage College Applied Research



May 6, 2026

Smoky Lake County Council
4612 McDougall Drive
PO Box 310
Smoky Lake TOA 3C0

RE: Letter of Support for the Victoria District Potable Water Line Feasibility Study

Dear Members of Council,

On behalf of the Otipemisiwak Métis Health Department and the Healing Waters Recovery Community, I am pleased to provide this letter in formal support of Smoky Lake County's initiative to pursue grant funding for a feasibility study examining the extension of potable water infrastructure from the Highway 28/63 corridor to the Victoria District.

As an Indig Métis -led health and recovery initiative, the Healing Waters Recovery Community represents a significant long-term investment in recovery-oriented care, community wellness, and regional health infrastructure within Alberta. The development and sustainability of this project rely on access to stable, reliable, and long-term utility infrastructure, including dependable potable water servicing.

The proposed feasibility study is an important and responsible step toward assessing future infrastructure capacity and long-term regional servicing opportunities. From our perspective, ensuring access to predictable potable water infrastructure is essential not only for the operational sustainability of the Healing Waters Recovery Community, but also for supporting broader regional growth and development within the Victoria District.

The Otipemisiwak Métis Government and the Healing Waters Recovery Community fully support the County's application for funding related to this feasibility study. We also wish to clearly express our interest in pursuing connection to the proposed water line should the project advance beyond the feasibility stage. We believe this initiative reflects strong regional planning and demonstrates a proactive approach to supporting critical infrastructure needs in an area experiencing continued development and investment. We are hopeful that this letter assists in demonstrating the collaborative and regional significance of the proposed study.

Thank you for your leadership and continued commitment to infrastructure development and long-term community sustainability within Smoky Lake County. Should additional information or supporting documentation be required, we would be pleased to assist further.

Sincerely,

Aaron Barner
Senior Executive Officer
Otipemisiwak Métis Government

Reagan Bartel
Director of Health
Otipemisiwak Métis Government

HWY 28/63 Water for Life

Attention
Smoky Lake County Council

It has come to our attention that the 28/63 waterline that runs from Edmonton going East past Smoky Lake may be considering going South to the river alongside HWY 855. The Smoky Lake Hutterite Colony has been in Smoky Lake County since 1969 the Colony has 22 families living on the Colony totaling 83 people. If the 28/63 water for life expands to the North Saskatchewan River, we would like to be considered, and we are formally requesting that it be tied into our Colony. This would be a great asset for us and our children for years to come. The Colony has a lot of land that runs parallel to HWY 855 and if this project moves forward, we would like to offer the commission access to our land to run the line if this would help with getting the Colony access to this water.

Please consider us if and when this project is considered.

Thank you for your consideration
Smoky Lake Hutterite Colony

A handwritten signature in blue ink that reads "Andy T. Stahl". The signature is written in a cursive style with a large initial 'A' and a distinct 'T'.

ALBERTA DAY 2026 EXPRESSION OF INTEREST GUIDELINES



OVERVIEW

The Province of Alberta was established by federal legislation on September 1, 1905. To recognize this important date, Alberta's government established September 1 as Alberta Day in perpetuity. Alberta Day will provide municipalities an opportunity to celebrate the history, heritage and cultural identity of our province.

Alberta's government is inviting municipalities to take part in this celebration. This document has been created to assist municipalities in organizing a local Alberta Day event. Municipalities within the province of Alberta are encouraged to apply for funding to host an Alberta Day celebratory event showcasing Alberta's cultural identity.

Funding will be distributed across three categories based on a per capita model as follows:

- Municipalities with populations greater than 20,000 will be eligible for up to \$10,000;
- Municipalities with populations between 1,000 and 20,000 will be eligible for up to \$5,000; and
- Municipalities with populations less than 1,000 will be eligible for \$1,500

PROCEDURE FOR SELECTING MUNICIPALITIES

Selection Process

Staff within Alberta Municipalities and Arts, Culture and Status of Women will assess municipalities that qualify.

Selection Criteria

The following criteria will be considered in the selection of a municipality:

1. Population of Municipality
2. Financial Resources
3. Proposed Programming

SUBMISSION TIMELINES

1. Expression of Interest Invitation

- An "Expression of Interest" document will be sent to Alberta Municipalities May 4 2026

2. Expression of Interest Preparation and Submission

- Complete and submit the Expression of Interest document which includes a Budget Worksheet.
- Assistance in the preparation of the Expression of Interest document is available by contacting albertaday@gov.ab.ca.
- Expression of Interest must be emailed to albertaday@gov.ab.ca by **4:30 pm on May 19, 2026**

3. Expression of Interest Selection

- Alberta Municipalities and Arts, Culture and Status of Women staff, will review the submissions, and recommend successful municipalities based on the Selection Criteria.

4. Awarding of Funding

- The successful municipalities will be notified by May 31, 2026.

**Completed applications must be received by 4:30 pm on
May 19, 2026** Please email submissions to:

albertaday@gov.ab.ca

Alberta Day Festival Planning Guide



Table of Contents

- Overview of Alberta Day
- Key Components for Festival in a Box
- Communications Expectations
- Sample Site Layout
- Sample Festival Schedule
- Sample Entertainment Schedule
- Local Action Plan
- Extra Details to Consider
- Checklist

Overview

The Province of Alberta was established by federal legislation on September 1, 1905. To recognize this important date, the Government of Alberta established September 1 as Alberta Day in perpetuity. Alberta Day will provide municipalities an opportunity to celebrate the history, heritage and cultural identity of our province.

Celebrating Alberta Day will give Albertans the chance to come together, build community and celebrate everything that makes Alberta special.

Alberta's government is inviting communities to take part in this celebration. We have created this document to assist municipalities in organizing a local Alberta Day event.

This document contains suggested components of the celebration, including but not exclusive to the following: Alberta artist concert; Market Place; Multicultural programming; Youth programming; Indigenous components; Alberta Showcase display; and articulate lights displays.

Key Components Your Alberta Day Event Might Include

Main Stage

- Speeches
- Indigenous ceremony and performances
- Various multicultural/Francophone performances.
- Performances and presentations by community groups
- Concerts by Alberta musicians
- Headliner

Family Programming

- Arts and Crafts, Games, Inspiration Wall, Face Painting
- Workshops (i.e. Dream Catchers, Ukrainian Easter Egg colouring, jam making...)
- Games and Activities

Indigenous Programming

- Story telling, Tipi demonstration, Round dances

Alberta History Showcase

- Regional historical artifacts and photographs
- Municipal government display of programs
- Indigenous history

Market Place/Showcase of Alberta Products

- Alberta products
- Indigenous products
- Local food vendors and/or food trucks

Lights Display

- Concluding your event

Communications guidelines and expectations

Alberta Day

The following guidelines will help you promote your events and align with Alberta Day messaging.

Messaging

This high-level messaging will help you draft descriptions of your events and make sure that your promotions align with the spirit of Alberta Day:

- Alberta Day is a chance to celebrate who we are as Albertans, and what we can achieve together.
- Since Alberta became a province on September 1, 1905, it has been defined by the innovation, bravery and community spirit of its people.
- Establishing Alberta Day gives us the chance to take pride in this province and celebrate our heritage and cultural identity.

Communications guidelines and expectations, cont'd..

Promotions

The Government of Alberta will be promoting Alberta Day event on the [Alberta Day web page](#), on social media, with paid advertising, and at a media kickoff event. To help us promote your event, please submit a description of your event to albertaday@gov.ab.ca by August 12, 2026.

Please include the hashtag #AlbertaDay in all social media posts about the event, and encourage attendees to do the same on their social media accounts.

Branding

Social media graphics and other branded assets will be provided closer to ensure a standard look and feel for Alberta Day events across the province.

Sample Program Elements

Family Corner

- Arts and Crafts
- Inspiration Wall
- Workshops
- Face Painting and Henna
- Indigenous Storytelling



Tipi Storytelling

- Storytelling
- Round dances



Alberta Showcase

- Local Historical Artifacts / Photographs
- Provincial / Municipal Display of Programs
- Indigenous History



Main Stage

- Cultural and Indigenous Performances
- Speeches
- Presentations
- Local bands and Musical artists
- Dance groups

Alberta Marketplace

- Local Products
- Alberta Products
- Indigenous Products



Food and Beverage

- Food Trucks
- Local Vendors
- Food Producers

Sample Festival Schedule

The following sample schedule will help organize your event.

Location	Start Time	End Time	Activities
Main Stage	12:00 pm	9:00 pm	Speeches, Local Performers, Cultural Performances, Headliner
Family Corner	12:00 pm	6:00 pm	Tent of Arts and Crafts, Workshops (i.e. Dream Catchers, Ukrainian Easter Egg colouring, Jam Making, etc...)
Indigenous Programming	12:00 pm	6:00 pm	Storytelling, Round Dance, Crafts, Bannock Making
Alberta Showcase	12:00 pm	9:00 pm	Local and Provincial Government Display Programs, Historical Artifacts, Photographs, Indigenous history
Alberta Marketplace	12:00 pm	9:00 pm	Marketplace of Alberta Products
Food & Beverage	12:00 pm	9:00 pm	Local Vendors/Concessions and Food Trucks
Lights Display	9:00 pm	9:20 pm	Drone or Pyrotechnic Display that concludes event

Sample Entertainment Schedule

Location	Start Time	End Time	Entertainment
Main Stage	12:00	12:05 pm	MC Opens the event
	12:05	12:25 pm	Indigenous ceremony
	12:15	1:00 pm	Speeches
	1:00	2:00 pm	First local artist performs
	2:00	2:30 pm	Indigenous Performance
	2:30	3:00 pm	Cultural Performance TBD
	3:00	4:00 pm	Second local artist performs
	4:00	5:00 pm	Third local artist performs
	5:00	5:30 pm	Cultural Performance TBD
	5:30	6:00 pm	Cultural Performance TBD
	6:00	7:00 pm	Fourth local artist performs
	7:00	7:30 pm	Cultural Performance TBD
	7:30	8:00 pm	Final Cultural Performance
	8:00	9:00 pm	Headliner performs

Local Action Plan

Government Involvement

Invite local MLA and MP.
Mayor and Council Members could participate and speak.

Indigenous Components

Invite a local elder to perform a blessing at start of event.
Invite local Indigenous artists and groups to participate in showcase, storytelling, round dance, drumming, and other performance elements throughout the day.
Invite local Indigenous crafters and artisans to participate in the Marketplace.
Work with local Indigenous groups to ensure that their history and artifacts are included in Showcase displays.
Run Indigenous games/activities/crafts in Family Programming area.

Displays and Activities

Work with local museum or historical sites to contribute to Alberta Showcase displays.
Work with local libraries, agricultural societies, cultural organizations, dance schools, and/or churches to presents a variety of cultural showcase performances on the Cultural Stage.
Work with local crafting or artist guilds, invite them to present and sell their work.

Alberta Culinary Promotions

Connect with local agricultural producers and farmers markets to sell and promote their products.
Invite local food trucks and restaurants to participate in the food and beverage area. Encourage local restaurants to feature Alberta recipes and cuisine August 29 - September 1

Media Partner Promotions

Submit an event listing to local media organizations.
Connect with local radio stations and newspapers. Invite them to cover your Alberta Day event.
Invite local radio station on site to MC event and set up promotional table or booth.
Encourage local radio stations to play Alberta based and/or local artists August 29 to September 1. Encourage local paper to run an Alberta themed essay or colouring contest before event.

Extra Details to Consider

Vendors and Merchants

Confirm that all vendors have their own insurance.
Make sure all food vendors are inspected and/or approved by Alberta Health Services. Make sure all food vendors follow safe food-handling practices.
If vendors are providing their own tents and tables make sure that they are properly and safely secured.

Artists and Performers

Confirm that artists and performers have their own insurance.
Sign contracts in advance with artists and presenters.
Make arrangements to sell performer merchandise or provide a location for them to sell their own merchandise.

Site Logistic

Create your own individual site map in advance of event.
Make sure that all cords and cables are safely covered.
Obtain appropriate number of Port-a-Potties for your site.
Obtain appropriate number of wash stations for your site.

Miscellaneous

Provide a variety of parking and transportation options for attendees.
Have a contingency plan in case of bad weather.
Have a first aid station.
Have a lost and found location.

Checklist

Please use this checklist as a guideline for planning and organizing your event:

- Create an Organizing Committee;
- Create a budget;
- Select your event site;
- Identify community organizations to work with;
- Recruit volunteers;
- Identify local businesses to partner with;
- Contract artists and vendors;
- Promote your event.

Hello!

With the 2026 summer season starting we are updating our Redwater Parade List, you are receiving this email as you had registered with your email for the parade in a previous year. Please email us if you do not wish to receive information or updates on the 2026 parade, and wish to be removed from this email list.

Thank you,



Shae (she/her) & **Sarah** (she/her)

Summer Program Coordinators

Find us on: 

Town of Redwater

4944 – 53 Street | Box 397

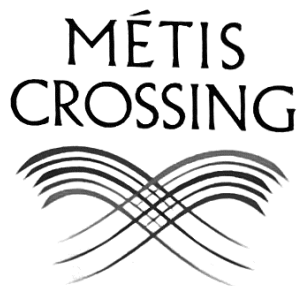
Redwater AB T0A 2W0

Summer Programs Phone: 780-292-6785

Community Services Office:

780-942-4101

Fax:780-942-4415



Box 548 17339 Victoria Trail · Smoky Lake, AB · T0A 3C0
1-780-656-2229 · metiscrossing@metis.org

metiscrossing.com

April 29, 2026

Smoky Lake County Council
c/o Ms. Chyenne Shaw
Chief Administrative Officer
4612 McDougall Drive P.O. Box 310
Smoky Lake, AB. T0A 3C0

Dear Ms. Shaw,

I hope this message finds you well.

I am pleased to submit this letter of support to undertake a feasibility study for the design and construction of a potable water line to Victoria District. Métis Crossing is growing to become one of Alberta's greatest cultural destinations welcoming guests from across Alberta, Canada, and around the world. Since 2018, we have built over \$35,000,000 in community and guest infrastructure including a Cultural Gathering Centre, Lodge, Sky Watching Structures, Indoor Garden, and Indigenous Spa. Our legendary facilities and experiences are based in our distinct Métis culture and support the historic spirit and guidelines of the National Historic Site planning overlay.

Basic infrastructure such as provision of potable water, removal of wastewater, electricity and natural gas work to excel and limit development. The construction of a potable water line to this region will serve to accelerate progress of the Victoria District Tourism Development strategy. The plan to have smaller, boutique and cottage tourism operators along the Trail REQUIRE adequate potable water for their operations.

I greatly support this initiative and respectfully request that Métis Crossing be considered for connection to a potable water line as future planning and infrastructure decisions are made. We would welcome the opportunity to discuss this further and explore how we might collaborate with the Smoky Lake County to support this initiative.

Thank you for your time and consideration. Please feel free to contact me if you require any additional information.

Sincerely,

Juanita Marois, CEO
Métis Crossing

The banner features a dark blue background with a sunburst pattern and several colorful stars (green, yellow, and blue). A central green rounded rectangle with a white scalloped border contains the text 'RMA COUNTY FAIR RECEPTION'. Below this, in smaller white text, it says 'In conjunction with FCM's 2026 Annual Conference'. On the right side, there is a dark blue vertical panel with a gold border containing the RMA logo, the date and time 'Thursday, June 4 7pm to 10pm', and the location 'The Banquet Bar Ice District'.

RMA COUNTY FAIR RECEPTION

In conjunction with FCM's 2026 Annual Conference



Thursday, June 4
7pm to 10pm

The Banquet Bar
Ice District

Save-the-Date: RMA County Fair Reception June 4, 2026 - 7-10PM

Hello RMA Mayors, Reeves, and CAOs

The Federation of Canadian Municipalities (FCM) is hosting their [annual conference and trade show](#) in Edmonton this year and RMA is pleased to be hosting a reception for attendees the first night of the event.

Please mark your calendars and join us for the **RMA County Fair and Reception** on **Thursday June 4, 2026** from **7-10PM** at **The Banquet Bar in Edmonton's Ice District**. This will be a great opportunity to have some fun while further connecting with fellow leaders and our RMA team on the first night of the FCM conference.

More details about what you can expect from our County Fair will be revealed as we get closer to June. For now, save the date!

We can't wait to see you there!

The RMA Team



Smoky Lake County Council
c/o Ms. Chyenne Shaw
Chief Administrative Officer
4612 McDougall Drive
P.O. Box 310, Smoky Lake, AB. T0A 3C0

Monday, April 28, 2026

Dear Ms. Shaw,

I hope this message finds you well. I am writing to inform you that Stone Bear Recovery Solutions, a subsidiary of RSG, will be the operator of the Healing Waters Recovery Community, which is scheduled to open in fall 2026 near Metis Crossing.

As we move forward with planning and development, we would like to emphasize the importance of securing a connection to a potable water line for the facility. Access to a reliable municipal water source would significantly streamline our operations and contribute to the long-term sustainability and cost-effectiveness of the Healing Waters Recovery Community.

A direct connection to potable water infrastructure would reduce or eliminate the need for ongoing water transportation, thereby lowering operational costs and minimizing logistical challenges. It would also mitigate risks associated with water contamination, enhance overall safety for residents and staff, and reduce the need for frequent water quality testing and monitoring associated with alternative water supply methods.

Given the nature of our work supporting individuals in recovery, ensuring consistent access to safe, clean water is not only an operational priority but also a critical component of providing a stable and healthy healing environment.

We respectfully request that Healing Waters Recovery Community be considered for connection to a potable water line as planning and infrastructure decisions are made. We would welcome the opportunity to discuss this further and explore how we can work collaboratively with the County of Smoky Lake to support this initiative.

Thank you for your time and consideration. Please do not hesitate to contact me should you require any additional information.

Sincerely,



Randal Bell, PhD(c), MPH, BSW
Executive Director
Randal.Bell@StoneBearRS.ca



CAO Shaw
Smoky Lake County
4612 McDougall Drive
Box 310, Smoky Lake, AB T0A 3C0

Via email: cao@smokylakecounty.ab.ca

Dear Mrs. Shaw,

The Smoky Lake Golf Course is open, and our grounds crew have been working hard. We write to request a donation of five loads of gravel. We intend to revitalize our parking area for the golf carts.

Please let us know if you can fulfill our request.

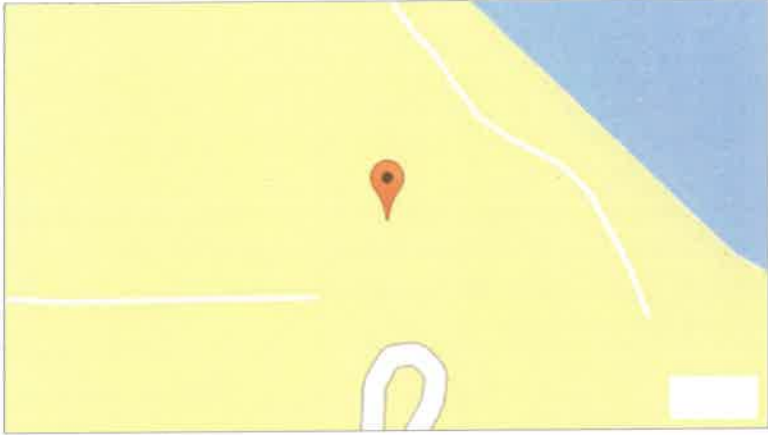
Best,

A handwritten signature in black ink, appearing to read "Amy Rooks", with a horizontal line extending to the right from the end of the signature.

Amy Rooks
Manager

Service Request 2465

Record Info

Request ID:	2465	Request Type:	Gravel Purchase
Priority:	2	Entered By:	anonymous
Date Submitted:	5/6/2026 5:44:00 AM	Cross Street:	
Address:	Bonnie View Dr Smoky Lake County		
			
District:			
Comments:	The Bonnie Lake Scout camp is asking Smoky Lake County if they would donate a tandem load of 3/4" road crush for road maintenance, cook shack leveling and fill around posts for a new picnic shelter.		
Private Notes:			

Submitter Info

Name:	Bridgeman, Russell	Email:	russell.bridgeman@scouts.ca
Address:	13527 - 105 Street NW Edmonton, AB T5E 4S8		
Phone #:	780-203-7331	Extension:	
Alt. Phone #:	Extension:		
Notify:	<input checked="" type="checkbox"/>		

Activity List

Date:	5/6/2026 5:44:00 AM
User:	anonymous
Comments:	Service Request Open - ID 2465 Routed To: Maria Tetrault Comments: The Bonnie Lake Scout camp is asking Smoky Lake County if they would donate a tandem load of 3/4" road crush for road maintenance, cook shack leveling and fill around posts for a new picnic shelter.
Date:	5/6/2026 5:47:00 AM
User:	anonymous
Comments:	An automated email has been sent to the submitter(s): russell.bridgeman@scouts.ca
Date:	5/8/2026 5:53:00 AM

To: Hwy 28/63 Water Commission

Re: Request for Connection to Main Water Line

Dear Council and Members of the Hwy 28/63 Water Commission,

Serben Farms is formally requesting permission to connect to the Hwy 28/63 regional water line servicing the area near our business location within Smoky Lake County.

Our operation includes a butcher shop, retail storefront, and agricultural business that continues to grow in both service demand and operational capacity. Access to a reliable regional water source is important to support current operations, future business growth, food processing requirements, and long-term sustainability of the business.

We respectfully request that the Commission consider our application for access to the main water line and provide direction regarding the process, requirements, costs, and any approvals necessary to move this request forward.

We appreciate your consideration and would welcome the opportunity to discuss the request further or provide any additional information required.

Sincerely,

Jered Serben

Julia Serben

Jered & Julia Serben
Box 1045, Smoky Lake AB T0A 3C0
P: 780-656-5244
W: www.serbenfarms.com



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

April 24th, 2026

Williams, Dan, Honourable
 Minister of Municipal Affairs
 Members of Executive Council
 Executive Branch
 320 Legislature Building
 10800 - 97 Avenue
 Edmonton, AB
 T5K 2B6

Sent Via Email to: minister.municipalaffairs@gov.ab.ca

Dear Minister Williams,

On behalf of Smoky Lake County Council, thank you for the approval of \$5,764 through the 2026 Fire Services Training Program. Smoky Lake County appreciates the province's continued support of municipal fire services and the critical role this funding plays in supporting firefighter training.

Council respectfully requests consideration for additional funding. Smoky Lake County is currently in the early stages of regionalizing our fire services to enhance long-term sustainability and improve emergency response across our rural region. A key component of this work is the recruitment and training of additional volunteer firefighters to support a more integrated service model.

Rural municipalities continue to face challenges in attracting and retaining trained personnel, along with increasing training standards and associated costs. Additional funding would enable expanded training opportunities, reduce financial barriers for new recruits, and strengthen overall service capacity during this transition.

Council remains committed to providing effective and reliable emergency services to our residents. Additional funding at this stage would have a meaningful impact on our ability to meet that commitment.

Thank you for your consideration. We would welcome the opportunity to provide further information if required.

Sincerely,

Craig Lukinuk,
 Reeve, Smoky Lake County



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

Trans Canada Trail
Ryan Thom
Coordinator, Extensions and Active Transportation

Sent via Email to: info@ironhorsetrail.ca

April 30th, 2026

Re: Trans Canada Trail Designation Extension to Waskatenau and the City of Cold Lake on Alberta's Iron Horse Trail

Dear Ryan,

On behalf of Smoky Lake County, please accept this letter of support for Riverland Recreational Trail Society's request to extend the Trans Canada Trail designation on Alberta's Iron Horse Trail. The extension would go through the Village of Waskatenau and from Abilene Junction to the City of Cold Lake, adding an additional 98 kilometres to the Trans Canada Trail system.

There are many valuable tourism assets that would be of interest to trail users including three major trestles, the Beaver River, Moose Lake and Waskatenau. The communities along the trail are already user friendly with access routes to get to campgrounds, accommodations, restaurants, museums and other services.

We look forward to a positive outcome and promoting the entire Alberta's Iron Horse Trail as part of the Trans Canada Trail.

Sincerely,

A handwritten signature in black ink that reads "Craig Lukinuk".

Reeve, Craig Lukinuk
Smoky Lake County



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

The Riverland Recreational Trail Society

Sent Via Email to: itreeem25k@gmail.com

Dear Riverland Recreational Society,

Smoky Lake County is pleased to support the Riverland Recreational Trail Society's "Dream Treem: Growing Green Our Regional Legacy" project.

This initiative to plant approximately 25,000 trees over five years along the Iron Horse Trail and within surrounding communities is a valuable investment in environmental stewardship and regional enhancement. The proposed Year 1 planting activities, including areas near Smoky Lake and neighboring communities, will contribute positively to the long-term sustainability and appeal of this important regional trail system.

The County recognizes the collaborative efforts of the Society, participating in municipalities, and community volunteers, and supports the goals and anticipated benefits of this project.

Sincerely,

A handwritten signature in black ink, appearing to read "Craig Lukinuk", written in a cursive style.

Craig Lukinuk,
Reeve, Smoky Lake County



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

May 7, 2026

Williams, Dan, Honourable
 Minister of Municipal Affairs
 Members of Executive Council
 Executive Branch
 320 Legislature Building
 10800 - 97 Avenue
 Edmonton, AB
 T5K 2B6

Sent Via Email to: minister.municipalaffairs@gov.ab.ca

Dear Minister Williams,

Smoky Lake County is writing to express concern regarding Section 44 of Bill 28 and its potential implications for municipally owned utilities.

As currently drafted, Section 44 would provide the Province with broad authority to direct the management, organization, and potential transfer of municipally owned utility systems. Smoky Lake County believes these provisions represent a significant expansion of provincial authority over infrastructure assets that have been funded, developed, and maintained by municipalities on behalf of local residents.

Municipally owned utilities are critical public assets that support essential services and long-term community sustainability. Local governments are directly accountable to residents for the operation, financial management, and long-term planning of these systems. The potential for provincially directed transfer or restructuring raises serious concerns regarding municipal autonomy, financial stability, and local decision-making authority.

Smoky Lake County is particularly concerned with:

- The potential erosion of municipal ownership and governance over locally funded utility infrastructure;
- The absence of clearly defined limitations or safeguards respecting the exercise of provincial authority;
- The financial uncertainty associated with possible transfer or restructuring of utility assets; and
- The precedent this legislation may establish for future provincial intervention in municipal operations and infrastructure.

Smoky Lake County recognizes the importance of collaboration between municipalities and the Province in ensuring reliable and sustainable utility services across Alberta. However, Smoky Lake County believes any legislative authority affecting municipally owned utilities must include clear limitations, meaningful consultation, and protection of municipal ownership and governance rights.



Accordingly, Smoky Lake County respectfully requests that Section 44 of Bill 28 be reconsidered or substantially amended prior to third reading to ensure municipal authority and ownership of local utility assets are preserved.

Thank you for your consideration of these concerns. Smoky Lake County looks forward to continued collaboration with the province on matters affecting municipalities and local infrastructure.

Sincerely,

A handwritten signature in blue ink, appearing to read "Craig Lukinuk".

Craig Lukinuk,
Reeve, Smoky Lake County



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

May 7, 2026

Mr. Glen Van Dijken
 MLA for Athabasca-Barrhead-Westlock
 5106-50 Street
 Barrhead, AB T7N 1A3

Sent Via Email to: Athabasca.Barrhead.Westlock@assembly.ab.ca

Dear Mr. van Dijken,

Smoky Lake County is writing to express concern regarding Section 44 of Bill 28 and its potential implications for municipally owned utilities.

As currently drafted, Section 44 would provide the Province with broad authority to direct the management, organization, and potential transfer of municipally owned utility systems. Smoky Lake County believes these provisions represent a significant expansion of provincial authority over infrastructure assets that have been funded, developed, and maintained by municipalities on behalf of local residents.

Municipally owned utilities are critical public assets that support essential services and long-term community sustainability. Local governments are directly accountable to residents for the operation, financial management, and long-term planning of these systems. The potential for provincially directed transfer or restructuring raises serious concerns regarding municipal autonomy, financial stability, and local decision-making authority.

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- The absence of clearly defined limitations or safeguards respecting the exercise of provincial authority;
- The financial uncertainty associated with possible transfer or restructuring of utility assets; and
- The precedent this legislation may establish for future provincial intervention in municipal operations and infrastructure.

Smoky Lake County recognizes the importance of collaboration between municipalities and the Province in ensuring reliable and sustainable utility services across Alberta. However, Smoky Lake County believes any legislative authority affecting municipally owned utilities must include clear limitations, meaningful consultation, and protection of municipal ownership and governance rights.



Accordingly, Smoky Lake County respectfully requests that Section 44 of Bill 28 be reconsidered or substantially amended prior to third reading to ensure municipal authority and ownership of local utility assets are preserved.

Thank you for your consideration of these concerns. Smoky Lake County looks forward to continued collaboration with the province on matters affecting municipalities and local infrastructure.

Sincerely,

A handwritten signature in blue ink that reads "Craig Lukinuk".

Craig Lukinuk,
Reeve, Smoky Lake County



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

May 7, 2026

The Honourable Danielle Smith
 Premier of Alberta
 Office of the Premier
 307 Legislature Building
 10800 - 97 Avenue
 Edmonton, Alberta T5K 2B6

Sent Via Email to: premier@gov.ab.ca

Dear Premier Smith,

Smoky Lake County is writing to express concern regarding Section 44 of Bill 28 and its potential implications for municipally owned utilities.

As currently drafted, Section 44 would provide the Province with broad authority to direct the management, organization, and potential transfer of municipally owned utility systems. Smoky Lake County believes these provisions represent a significant expansion of provincial authority over infrastructure assets that have been funded, developed, and maintained by municipalities on behalf of local residents.

Municipally owned utilities are critical public assets that support essential services and long-term community sustainability. Local governments are directly accountable to residents for the operation, financial management, and long-term planning of these systems. The potential for provincially directed transfer or restructuring raises serious concerns regarding municipal autonomy, financial stability, and local decision-making authority.

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- The absence of clearly defined limitations or safeguards respecting the exercise of provincial authority;
- The financial uncertainty associated with possible transfer or restructuring of utility assets; and
- The precedent this legislation may establish for future provincial intervention in municipal operations and infrastructure.

Smoky Lake County recognizes the importance of collaboration between municipalities and the Province in ensuring reliable and sustainable utility services across Alberta. However, Smoky Lake County believes any legislative authority affecting municipally owned utilities must include clear limitations, meaningful consultation, and protection of municipal ownership and governance rights.



Accordingly, Smoky Lake County respectfully requests that Section 44 of Bill 28 be reconsidered or substantially amended prior to third reading to ensure municipal authority and ownership of local utility assets are preserved.

Thank you for your consideration of these concerns. Smoky Lake County looks forward to continued collaboration with the province on matters affecting municipalities and local infrastructure.

Sincerely,

A handwritten signature in blue ink, appearing to read "Craig Lukinuk".

Craig Lukinuk,
Reeve, Smoky Lake County



Smoky Lake County

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Fax: 780-656-3768
www.smokylakecounty.ab.ca

May 8, 2026

Gene Hrabec
District 5 Director
Rural Municipalities of Alberta (RMA)

Sent Via Email to: GHrabec@rmalberta.com

Re: Request for Municipal Advocacy Regarding Bill 28

Dear Mr. Hrabec,

Smoky Lake County Council is writing to express significant concern regarding Section 44 of Bill 28 and to request support from the Rural Municipalities of Alberta in encouraging municipalities to advocate against the legislation before third reading.

As currently drafted, Section 44 would grant the province authority to direct the management, organization, and potential transfer of municipally owned utility systems. Smoky Lake County Council believes these provisions represent a substantial expansion of provincial authority over municipal infrastructure assets that have been funded, developed, and maintained by local taxpayers.

Smoky Lake County Council is concerned that the proposed legislation may undermine municipal ownership, governance, and decision-making authority over essential local utilities. In addition, the lack of clearly defined limitations and safeguards within the legislation creates uncertainty regarding how and when these powers may be exercised.

Given the significance of these proposed changes and the potential precedent they establish for provincial intervention in municipally owned infrastructure, Smoky Lake County Council respectfully requests that RMA encourage municipalities across Alberta to review Bill 28 and communicate their concerns to the province before third reading.

Smoky Lake County Council believes a coordinated municipal response is important to ensure that municipal autonomy, local governance, and locally funded infrastructure assets are appropriately protected within provincial legislation.

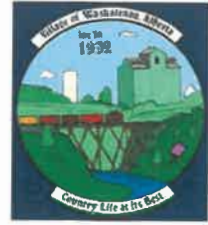
Thank you for your continued advocacy on behalf of Alberta municipalities and for your consideration of this request.

Sincerely,

A handwritten signature in black ink that reads "Craig Lukinuk".

Craig Lukinuk,
Reeve, Smoky Lake County

Smoky Lake Region



April 20th, 2026

Jones, Matt, Honourable

Minister of Hospital and Surgical Health Services
 Members of Executive Council
 Executive Branch
 227 Legislature Building
 10800 - 97 Avenue
 Edmonton, AB
 T5K 2B6

Sent Via Email to: HSHS.Minister@gov.ab.ca

Dear Minister Jones,

This letter is being sent on behalf of the Smoky Lake County Region to raise serious concerns about the ongoing physician shortage and the impact it is having on access to emergency care for residents.

This month alone, the local emergency room is scheduled to be closed every Thursday due to a lack of physician coverage. During these closures, residents are required to travel approximately 45 minutes to one hour to access emergency services in another community. In urgent or life-threatening situations, this distance poses a real risk to patient safety.

These repeated closures are creating stress and uncertainty for residents across the region. Many community members are seniors, families with young children, or individuals living with chronic health conditions. The ongoing lack of reliable local emergency care is deeply concerning and undermines confidence in the healthcare system serving rural Alberta.

While physician shortages are recognized as a broader provincial issue, the situation in the Smoky Lake County Region has reached a point where it can no longer be considered temporary or acceptable. Continued emergency room closures are not sustainable and should not become the usual outcome for rural communities.

This correspondence is intended to bring awareness to the seriousness of this issue and to urge the Ministry of Health to take meaningful action to address physician shortages and ensure consistent emergency services in the Smoky Lake County Region.

Rural Albertans deserve dependable access to emergency care regardless of where they live. Immediate attention and action on this matter are critical to protecting the health and safety of residents in the region.

Thank you for your time and consideration.

Sincerely,

Craig Lukinuk

Reeve, Smoky
Lake County,
Craig Lukinuk

M. Prockiw-Zarusky

Mayor, Town of
Smoky Lake,
Marianne
Prockiw-Zarusky

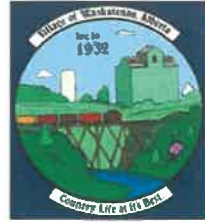
L. K. K.

Mayor, Village
of Vilna,
Leroy Kunyk

Richard Warren

Mayor, Village of
Waskatenau,
Richard Warren

Smoky Lake Region



April 20th, 2026

LaGrange, Adriana, Honourable

Minister of Primary and Preventative Health Services
 Members of Executive Council
 Executive Branch
 224 Legislature Building
 10800 - 97 Avenue
 Edmonton, AB
 T5K 2B6

Sent Via Email to: PPHS.minister@gov.ab.ca

Dear Minister LaGrange,

This letter is being sent on behalf of the Smoky Lake County Region to raise serious concerns about the ongoing physician shortage and the impact it is having on access to emergency care for residents.

This month alone, the local emergency room is scheduled to be closed every Thursday due to a lack of physician coverage. During these closures, residents are required to travel approximately 45 minutes to one hour to access emergency services in another community. In urgent or life-threatening situations, this distance poses a real risk to patient safety.

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Rural Albertans deserve dependable access to emergency care regardless of where they live. Immediate attention and action on this matter are critical to protecting the health and safety of residents in the region.

Thank you for your time and consideration.

Sincerely,



Reeve, Smoky
Lake County,
Craig Lukinuk



Mayor, Town of
Smoky Lake,
Marianne
Procki-Zarusky

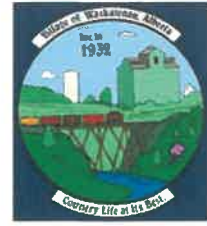


Mayor, Village
of Vilna,
Leroy Kuyk



Mayor, Village of
Waskatenau,
Richard Warren

Smoky Lake Region



April 20th, 2026

Nixon, Jason, Honourable

Minister of Assisted Living and Social Services

Members of Executive Council

Executive Branch

227 Legislature Building

10800 - 97 Avenue

Edmonton, AB

T5K 2B6

Sent Via Email to: ALSS.Minister@gov.ab.ca

Dear Minister Nixon,

This letter is being sent on behalf of the Smoky Lake County Region to raise serious concerns about the ongoing physician shortage and the impact it is having on access to emergency care for residents.

This month alone, the local emergency room is scheduled to be closed every Thursday due to a lack of physician coverage. During these closures, residents are required to travel approximately 45 minutes to one hour to access emergency services in another community. In urgent or life-threatening situations, this distance poses a real risk to patient safety.

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Thank you for your time and consideration.

Sincerely,



Reeve, Smoky
Lake County,
Craig Lukinuk



Mayor, Town of
Smoky Lake,
Marianne
Procki-Zarusky



Mayor, Village
of Vilna,
Leroy Konyk



Mayor, Village of
Waskatenau,
Richard Warren

Smoky Lake Region



April 20th, 2026

Wilson, Rick, Honourable
 Minister of Mental Health and Addiction
 Members of Executive Council
 Executive Branch
 403 Legislature Building
 10800 - 97 Avenue
 Edmonton, AB
 T5K 2B6

Sent Via Email to: mha.minister@gov.ab.ca

Dear Minister Wilson,

This letter is being sent on behalf of the Smoky Lake County Region to raise serious concerns about the ongoing physician shortage and the impact it is having on access to emergency care for residents.

This month alone, the local emergency room is scheduled to be closed every Thursday due to a lack of physician coverage. During these closures, residents are required to travel approximately 45 minutes to one hour to access emergency services in another community. In urgent or life-threatening situations, this distance poses a real risk to patient safety.

These repeated closures are creating stress and uncertainty for residents across the region. Many community members are seniors, families with young children, or individuals living with chronic health conditions. The ongoing lack of reliable local emergency care is deeply concerning and undermines confidence in the healthcare system serving rural Alberta.


While physician shortages are recognized as a broader provincial issue, the situation in the Smoky Lake County Region has reached a point where it can no longer be considered temporary or acceptable. Continued emergency room closures are not sustainable and should not become the usual outcome for rural communities.


This correspondence is intended to bring awareness to the seriousness of this issue and to urge the Ministry of Health to take meaningful action to address physician shortages and ensure consistent emergency services in the Smoky Lake County Region.

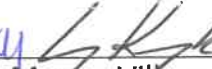
Rural Albertans deserve dependable access to emergency care regardless of where they live. Immediate attention and action on this matter are critical to protecting the health and safety of residents in the region.

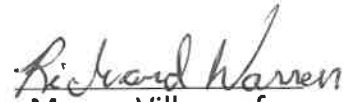
Thank you for your time and consideration.

Sincerely,


Reeve, Smoky
Lake County,
Craig Lukinuk


Mayor, Town of
Smoky Lake,
Marianne
Prockiw-Zarusky


Mayor, Village
of Vilna,
Leroy Knyk


Mayor, Village of
Waskatenau,
Richard Warren

Smoky Lake Region



April 20th, 2026

Mr. Glen van Dijken

MLA

5106-50 Street, Barrhead, AB T7N 1A3

Sent Via Email to: Athabasca.Barrhead.Westlock@assembly.ab.ca

Dear Mr. van Dijken,

This letter is being sent on behalf of the Smoky Lake County Region to raise serious concerns about the ongoing physician shortage and the impact it is having on access to emergency care for residents.

This month alone, the local emergency room is scheduled to be closed every Thursday due to a lack of physician coverage. During these closures, residents are required to travel approximately 45 minutes to one hour to access emergency services in another community. In urgent or life-threatening situations, this distance poses a real risk to patient safety.

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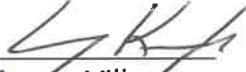
Sincerely,



Reeve, Smoky
Lake County,
Craig Lukinuk



Mayor, Town of
Smoky Lake,
Marianne
Procki-Zarusky



Mayor, Village
of Vilna,
Leroy Kynyk



Mayor, Village of
Waskatenau,
Richard Warren

Budget to Actual 2024 13-May-26

Taxes (net) *Taxes will be levied in May. Penalties levied in March were \$302,000 most of which are uncollectable*

Legislative *We have completed 33% of the year. Council has spent 36% of the budget*

Administration *Administration has spent 31% of the operating budget.*

Communications *Communications has spent 25% of the budget.*

GIS *GIS has spent 52% of the budget. The GIS license fees for 2026 have been paid*

Other Government Services *The budget for grants is \$30,000*

350.00 SL Hotubka highway cleanup	3,000.00 Vilna COPS
1,400.00 Bellis 4H	100.00 Community Futures
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	2,500.00 Revitalization
1,500.00 Threshing Bee	2,000.00 VTAS Fair Days
500.00 SL Riding Club annual donation	400.00 SL Rural Crime Watch
6,000.00 Stars Annual Donation	3,000.00 D Zaolotinsky
<u>26,750.00</u>	<u>3,250.00</u>
balance remaining	3,250.00

Fire Services *Fire has spent 11% of the budget. Total revenue billed to date is \$39,533*

Bylaw *Bylaw has spent 26% of the budget. Total Revenue received to date is \$6,921*

Transportation *Transportation has spent 34% of the operating budget*

Health/Safety/Human Resources *The department has spent 30% of the operating budget*

Environmental Services *Water has spent 32% of the budget. Sewer 19%. Landfill 27%.*

FCSS *20256 FCSS funds granted out are:*

\$2,100.00 SMOKY LAKE HOLUBKA DANCERS	\$1,500.00 STRY 75TH ANNIVERSARY HALL
\$2,500.00 SMOKY LAKE MINOR HOCKEY ASSOCIATI	\$1,500.00 BELLIS BOARD OF TRADE
\$2,000.00 VILNA & DISTRICT AGRICULTURAL SOCIE	\$1,500.00 WARSPITE COMMUNITY HALL
\$6,500.00 TOWN OF SMOKY LAKE LIBRARY BOARD	\$1,500.00 VILNA CURLING CLUB
	\$5,277.00 Fire Camp
<u>\$24,377.00</u>	<u>\$ -</u>
grant remaining	

Planning & Communication *Planning has spent 10%*

Agriculture Service Board *ASB has spent 18%*

Economic Development *\$10,000 has been budgeted for economic development advertising. \$14,994 for Dr Recruitment. \$5,500 for advertising has been spent thus far*

Recreation & Cultural Services *Parks and Rec has spent 17% of the budget*

Gas *Natural Gas Administration has spent 26% of the budget*
The odorant has a profit is \$30,508
Natural Gas Distribution expenses are at 27%
Gross Margin is \$309,688

	Total Gas Rev	Purchase	Capital	Gross Marg	Profit Marg
2026	\$ 928,812.84	\$ 619,124.74	-\$ 81,067.77	\$ 309,688.10	50%
2025	\$ 1,591,373.53	\$ 1,064,300.45	-\$ 96,196.58	\$ 527,073.08	50%
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%

Accounts Receivable	Total	Current	Over 30 days	Old Receivables under review
	\$ 147,418.69	\$ 20,041.50	\$ 82,033.54	\$ 45,343.65

Taxes Receivable	Total	2025 o/s	Arrears prior to 2025	Allowance for write off
	\$ 3,097,784.27	\$ 304,605.91	\$ 2,193,178.36	\$ 2,671,089.00

Natural Gas Receivable	Total	Current	Over 90 days
current accounts are overpaid due to budget plan.	\$133,946.20	\$74,779.18	\$59,167.02 <i>includes gas bills just sent last week.</i>

Warspite Water Receivable	Total	Current	Over 90 days
	\$ 3,490.16	-\$ 135.82	\$ 3,625.98

SMOKY LAKE COUNTY
For the Five Months Ending Sunday, May 13, 2026

Municipal
Budget to Actual Report

	YTD ACTUAL Period 5	YTD BUDGET 2026 BUDGET	VARIANCE	VAR %	Notes
OPERATING REVENUE					
Taxes					
Farmland & Residential	(\$40,093)	\$4,733,655	\$4,773,748	100.85%	
Machinery & Equipment		972,159	972,159	100.00%	
Non - Residential	18,288	1,719,542	1,701,254	98.94%	
Linear		7,502,383	7,502,383	100.00%	
Provincial Government		120,571	120,571	100.00%	
Sewer Levy		9,275	9,275	100.00%	
Other Income					
Penalties	302,157	89,980	-212,177	(235.80%)	
User Fees and Sales of Goods	87,434	669,825	582,391	86.95%	
Investment Income	105,001	600,000	494,999	82.50%	
Development Levies	15,135	90,500	75,365	83.28%	
Licenses and Permits	118,648	213,500	94,852	44.43%	
Sales to Other Governments	101,943	519,896	417,953	80.39%	
Grants					
Provincial Conditional - Operating CLC	58,599	503,207	444,608	88.35%	
		130,000	130,000	100.00%	
Transfer from Operating Reserve		400,000	400,000	100.00%	
TOTAL OPERATING REVENUE	767,112	18,274,493	17,507,381	95.80%	
OPERATING EXPENSES					
Salaries, Wages, and Benefits					
Salaries & Wages	1,967,691	6,339,542	4,371,851	68.96%	
Benefits	208,078	1,365,722	1,157,644	84.76%	
WCB	25,155	86,700	61,546	70.99%	
Other Wages		7,500	7,500	100.00%	
Contracted and General Services					
Mileage	10,248	51,284	41,036	80.02%	
Meals and Lodgings	27,894	87,163	59,269	68.00%	
Membership & Conference Fees	35,232	67,940	32,708	48.14%	
Freight, Express, Postage	10,677	45,485	34,808	76.53%	
Telephone & Communication	19,819	93,767	73,948	78.86%	
Training	18,604	189,806	171,202	90.20%	
Advertising, Printing, Subscriptions	26,696	78,540	51,844	66.01%	
Accounting & Auditing	34,581	35,000	419	1.20%	
Legal Fees	3,863	25,500	21,637	84.85%	
Assessor Fees	50,856	155,000	104,144	67.19%	
Engineering Fees	108,938	112,740	3,802	3.37%	
Other Consulting	2,666	22,000	19,334	87.88%	
Computer Programing	104,306	146,166	41,860	28.64%	
Insurance	48,004	296,422	248,418	83.81%	
Consulting	45,328	183,100	137,772	75.24%	
Contractor	121,841	328,000	206,159	62.85%	
Fire Protection	3,607	104,297	100,690	96.54%	
Gravel Hauling		183,600	183,600	100.00%	
Repairs & Maintenance	80,829	272,966	192,137	70.39%	
Rent & Lease	9,746	156,022	146,276	93.75%	
Tipping Fees	10,100	49,048	38,948	79.41%	
Water Commission Fees	4,586	65,800	61,214	93.03%	
Other Services	232,365	395,099	162,734	41.19%	
Materials, Goods, and Utilities					
Office/Food/Janitorial Supplies	41,385	106,488	65,103	61.14%	
Fuel/Parts/ Etc	445,531	-779,147	-1,224,678	157.18%	
Gravel	17,715	989,800	972,085	98.21%	
Chemicals	42,418	76,500	34,082	44.55%	

	YTD ACTUAL Period 5	YTD BUDGET 2026 BUDGET	VARIANCE	VAR %	Notes
Computer Supplies	5,375	53,810	48,435	90.01%	
Utilities	60,183	211,663	151,480	71.57%	
Employee Recognition	6,102	51,000	44,898	88.04%	
Ashphalt/Oil/Calcium/Salt	27,676	721,695	694,019	96.17%	
Culverts		71,400	71,400	100.00%	
Equipment & Vehicle Supplies	5,377	18,500	13,123	70.93%	
Materials & Supplies	6,815	41,000	34,185	83.38%	
Signs	555	25,700	25,145	97.84%	
Other General Supplies	30,412	155,550	125,138	80.45%	
Transfers to Local Boards & Agencies	79,067	394,503	315,436	79.96%	
Write Offs	93,267	3,060	-90,207	(2947.93%)	
Bank Charges & Interest	1,292	6,000	4,709	78.48%	
Requisitions		3,221,690	3,221,690	100.00%	
Contingency		96,852	96,852	100.00%	
Amortization		2,143,432	2,143,432	100.00%	
	<u>4,074,880</u>	<u>18,553,705</u>	<u>14,478,829</u>	<u>78.04%</u>	
Total Operations	-3,307,768	-279,212	3,028,553	(1084.68%)	
Capital Funding					
Sale of Capital Assets	-400	469,827	470,227	100.09%	
Provincial Capital Grants	2,225,115	2,789,005	563,890	20.22%	
Transfer from Reserve		1,368,428	1,368,428	100.00%	
Capital Funding	2,224,715	4,627,260	2,402,545	51.92%	
Capital Expenses					
Buildings & Land	22,405		-22,405	0.00%	
Transfer to Reserve		1,181,150	1,181,150	100.00%	
Land Improvements		241,400	241,400	100.00%	
Engineering Structures		4,382,443	4,382,443	100.00%	
Equipment	22,782	68,001	45,219	66.50%	
Vehicles	501,732	618,488	116,756	18.88%	
	<u>546,919</u>	<u>6,491,482</u>	<u>5,944,563</u>	<u>91.57%</u>	
Total Capital	1,677,796	-1,864,222	-3,542,018	190.00%	
Net Profit/Loss	-1,629,972	-2,143,434	-513,465	23.96%	
Remove Amortization		2,143,432	2,143,432	100.00%	
Adjusted Surplus (Deficit)	-1,629,972	-2	1,629,967	#####	

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SMOKY LAKE COUNTY
For the Five Months Ending Sunday, May 13, 2026

Council
Budget to Actual Report

	YTD ACTUAL Period 5	YTD BUDGET 2026 BUDGET	VARIANCE	VAR %	Notes
OPERATING REVENUE					
Taxes					
Other Income					
Grants					
OPERATING EXPENSES					
Salaries, Wages, and Benefits					
Salaries & Wages	\$113,675	\$340,339	\$226,664	66.60%	
Benefits	31,693	85,085	53,392	62.75%	
Contracted and General Services					
Mileage	9,381	34,968	25,587	73.17%	
Meals and Lodgings	13,772	23,770	9,998	42.06%	
Membership & Conference Fees	16,313	15,185	-1,128	(7.43%)	CARC, RMA, FCM, AFCA
Telephone & Communication	778	7,400	6,622	89.48%	registrations
Other Services		1,500	1,500	100.00%	
Materials, Goods, and Utilities					
Office/Food/Janitorial Supplies	361	1,000	639	63.89%	
Computer Supplies		1,000	1,000	100.00%	
	185,973	510,247	324,274	63.55%	
Total Operations	-185,973	-510,247	-324,274	63.55%	
Capital Funding					
Capital Expenses					
Net Profit/Loss	-185,973	-510,247	-324,274	63.55%	
Adjusted Surplus (Deficit)	-185,973	-510,247	-324,274	63.55%	

	ACTUAL				Total Expenses	Budgeted Expenses
	Mileage	Meals and Lodgings	Membership & Conference Fees	Telephone Communication		
Division 1	\$1,831	1,759	1,646	\$ 125.00	\$ 5,361.00	\$16,336.00
Division 2	\$2,529	3,079	4,326	\$ 194.00	\$ 10,128.00	\$16,336.00
Division 3	\$2,344	4,580	4,090	\$ 207.00	\$ 11,221.00	\$16,336.00
Division 4	\$2,322	3,483	4,090	\$ 203.00	\$ 10,098.00	\$16,336.00
Division 5	\$355	871	2,161	\$ 49.00	\$ 3,436.00	\$16,336.00

SMOKY LAKE COUNTY
For the Five Months Ending Sunday, May 13, 2026

Natural Gas				
Budget to Actual Report				
	YTD	YTD		
	ACTUAL	BUDGET	VARIANCE	VAR %
	Period 5	2026 BUDGET		
OPERATING REVENUE				
Taxes				
Other Income				
Penalties	\$9,699	\$20,000	\$10,301	51.51%
User Fees and Sales of Goods	1,065,430	2,946,700	1,881,270	63.84%
Investment Income		50,000	50,000	100.00%
Grants				
TOTAL OPERATING REVENUE	1,075,129	3,016,700	1,941,571	64.36%
OPERATING EXPENSES				
Salaries, Wages, and Benefits				
Salaries & Wages	228,394	903,488	675,094	74.72%
Benefits	62,289	184,482	122,193	66.24%
Contracted and General Services				
Mileage	16	3,000	2,984	99.48%
Meals and Lodgings	2,759	15,000	12,241	81.60%
Membership & Conference Fees	12,622	38,700	26,078	67.39%
Freight, Express, Postage	2,611	13,500	10,889	80.66%
Telephone & Communication	6,183	17,000	10,817	63.63%
Training	3,900	6,300	2,400	38.10%
Advertising, Printing, Subscriptions		2,500	2,500	100.00%
Accounting & Auditing	16,000	16,000		0.00%
Legal Fees		1,000	1,000	100.00%
Engineering Fees	1,883	9,000	7,117	79.08%
Other Consulting	280	1,000	720	72.00%
Computer Programing	4,713	30,600	25,887	84.60%
Insurance	5,558	36,720	31,162	84.86%
Contractor	10,450	35,700	25,250	70.73%
Repairs & Maintenance	2,824	1,500	-1,324	(88.27%)
Rent & Lease	3,115	13,000	9,885	76.04%
Other Services	4,926		-4,926	0.00%
Materials, Goods, and Utilities				
Office/Food/Janitorial Supplies	1,959	17,970	16,011	89.10%
Fuel/Parts/ Etc	35,315	84,000	48,685	57.96%
Computer Supplies		274	274	100.00%
Utilities	2,935	11,171	8,236	73.72%
Employee Recognition	60	2,000	1,940	97.00%
Materials & Supplies	7,818	112,700	104,882	93.06%
Natural Gas Purchased	538,454	1,249,095	710,641	56.89%
Other General Supplies	268	1,000	732	73.16%
Amortization		241,000	241,000	100.00%
	<u>955,332</u>	<u>3,047,700</u>	<u>2,092,369</u>	<u>68.65%</u>
Total Operations	119,797	-31,000	-150,798	486.44%
Capital Funding				
Transfer from Reserve		196,000	196,000	100.00%
Capital Funding		196,000	196,000	100.00%
Capital Expenses				
Buildings & Land		150,000	150,000	100.00%
Transfer to Reserve		130,000	130,000	100.00%
Equipment	38,886	86,000	47,114	54.78%
Vehicles	628	40,000	39,372	98.43%
	<u>39,514</u>	<u>406,000</u>	<u>366,486</u>	<u>90.27%</u>
Total Capital	-39,514	-210,000	-170,486	81.18%
Net Profit/Loss	80,283	-241,000	-321,284	133.31%

	YTD ACTUAL Period 5	YTD BUDGET 2026 BUDGET	VARIANCE	VAR %
Remove Amortization		241,000	241,000	100.00%
Adjusted Surplus (Deficit)	80,283		-80,284	0.00%

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Municipality of SMOKY LAKE COUNTY

	CIBC GENERAL ACCOUNT	GENERAL ACCOUNT	ATB PAYROLL ACCOUNT	NOTICE ACCOUNT
NET BALANCE AT February 28, 2026	387,639.96	680,463.51	239,534.79	10,736,867.91
Receipts for the month of March				
Interest	389.23	2,814.69	588.54	25,618.81
Taxes & Penalties		197,528.90		
Utility	32.86	348,769.20		
Miscellaneous Services & Sales		99,159.73		
GST		118,096.71		
Town Gas, Federation and other gas revenue		79,694.87		
Albert Transportation Motor Vehicle Calls		137,435.00		
Bridge Grant		766,144.09		
Transfer from account				
Total Receipts	422.09	1,749,643.19	588.54	25,618.81
SUB-TOTAL	388,062.05	2,430,106.70	240,123.33	10,762,486.72
LESS				
Disbursements for the month of March				
Transfer funds to ATB Payroll		-392,250.77	392,250.77	
Bills and Accounts		-741,952.12	-393,740.54	
ASF Payment		-581,085.91		
Bank Charges	-13.00	-229.88		
Transfer From Savings				-1,000,000.00
Total Disbursements	-13.00	-1,715,518.68	-1,489.77	-1,000,000.00
NET BALANCE AT March 31, 2026	388,049.05	714,588.02	238,633.56	9,762,486.72
Balance at March 31, 2026	388,049.05	737,622.55	238,633.56	9,762,486.72
Outstanding Deposits		7,927.91		
Less Outstanding Cheques		-30,962.44		
NET BALANCE AT March 31, 2026	388,049.05	714,588.02	238,633.56	9,762,486.72
REVOLVING LINE OF CREDIT				
NET BALANCE AT February 28, 2026		<u>0.00</u>		
Disbursements		0.00		
Payments		0.00		
NET BALANCE AT March 31, 2026		<u>0.00</u>		

THIS STATEMENT SUBMITTED TO COUNCIL, THIS

 Reeve

 Secretary-Treasurer