Smoky Lake County
Meeting Agenda
Regular County Council Meeting
June 25, 2026 - 09:00 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. Special Council Meeting, May 6, 2026
    - 3.2. Regular Council Meeting, May 28, 2026
4. DELEGATIONS
    - 4.1. 9:15 Metis Crossing
    - 4.2. 9:45 a.m. Smoky Lake Agricultural Society
    - 4.3. 10:00 a.m. Flemming Hockey Camp
    - 4.4. 10:45 a.m. Indy Aujla - Client Strategy Manager, Enterprise Fleet Management
5. PUBLIC HEARING – **Bylaw No. 1505-26 1:00 p.m.**
6. PUBLIC QUESTION & ANSWER PERIOD (11:30 A.M. – 12:00 P.M.)
7. REQUESTS FOR DECISION
    - 7.1. PW Backsloping Program Application, January 2026
    - 7.2. Policy 03-56 – Equipment Storage, Availability and Compensation
    - 7.3. Scout Camp Roadwork and Fire Recovery Request
    - 7.4. Bylaw No. 1511-26: Fire Protective Services Bylaw

7.5. Vegetation Management Plan Policy 62-15-04

7.6. Atco Electric LED Conversion Program

7.7. MCC Meeting date with the Town of Smoky Lake

7.8. Bylaw No. 1507-26: Repeal of Intermunicipal Collaboration Frameworks with the County of Two Hills & Lamont County

7.9. Repeal of Intermunicipal Collaboration Frameworks with the County of Two Hills & Lamont County

7.10. Bylaw No. 1505-26: A Bylaw to amend Land Use Bylaw No. 1272-14

7.11. Bylaw 1509-26: Redistricting of Pt. NE-4-62-13-W4M under Land Use Bylaw No. 1272-14

7.12. Smoky Lake County Gas Utility 2026 Quality Management Plan

7.13. Proposed Amendment to Policy 01-54 – Signing Authority

7.14. Bylaw No. 1510-26 Procedural Bylaw

7.15. Policy 08-18 - Council Remuneration and Expenses

7.16. New Assessment Review Board Appointment

8. CAO REPORT

8.1. Action Item List

9. COUNCIL COMMITTEE REPORTS

9.1. Division 3 Reeve's Report – Craig Lukinuk

9.2. Division 4 Deputy Reeve's Report – Lorne Halisky

9.3. Division 1 Councillor Report – Ryan Barker

9.4. Division 2 Councillor Report – David Kully

9.5. Division 5 Councillor Report – Jered Serben

10. CORRESPONDENCE

10.1. "Thank you" card from The Bellis Board of Trade regarding the FCSS grant for the Volunteer Appreciation event on the fall of 2025.

10.2. Redwater Parade Event, August 15, 2026

10.3. Letter regarding August long weekend Fireworks show received June 16, 2026

10.4. Letter from Leroy Kunyk, Mayor of Vilna regarding Road Access to the Vilna Bulk Water Station dated, May 19, 2026

10.5. Letter received from Chamber of Commerce president, Noel Simpson, Dated June 1st 2026 regarding the Iron Horse Trail

10.6. What We Heard Report - Post-Open Houses - Village of Waskatenau Annexation - May 2026

10.7. Victoria Homegaurd Historical Society letter regarding funding assistance dated, June 1, 2026

10.8. Letter to Smoky Lake County Council received from Minister Dan Williams dated June 4, 2026

10.9. Evergreen Regional Waste Management Agenda for May 21, 2026

10.10. Victoria Homegaurd Historical Society Annual General Meeting, March 9, 2026

10.11. Year End Financial Review for the Year 2025 - Lakeland Destination Marketing Organization

10.12. Parks and Recreation 5-year projection

10.13. Letter received from Honourable Dan Williams letter confirming 2026 Municipal Affairs grant allocations dated June 17, 2026

11. INFORMATION RELEASE

12. FINANCIAL REPORTS

13. NEXT MEETINGS

- Monday, July 13, 2026, Committee of the Whole at 1:00 p.m.
- Thursday, July 23, 2026, Regular County Council Meeting at 9:00 a.m.

14. IN CAMERA

14.1. In Camera session - Access to Information and Protection of Privacy Act (ATIA), Pursuant to Section 19: Third Party Business Interest

15. ADJOURNMENT

Smoky Lake County

Special Council Meeting Minutes - 11:00 AM

Called to Order

The meeting was called to order at 11:09 a.m. by the Reeve, Craig Lukinuk, in the presence of the following persons:

		ATTENDANCE
Div. No.	Councillor(s)	Wednesday, May 6th 2026
Division 1	Ryan Barker	Physically Present
Division 2	David Kully	Physically Present
Division 3 / Reeve	Craig Lukinuk	Physically Present
Division 4/ Deputy Reeve	Lorne Halisky	Physically Present
Division 5	Jered Serben	Physically Present
CAO	Chyenne Shaw	Physically Present
Finance Manager	Brenda Adamson	Physically Present
Director of County Services	Jordan Ruegg	Physically Present
Recording Secretary/Legislative Services	Meaghan Andreychuk	Physically Present
Observers in Attendance Upon Call to Order:		
Natural Gas Manager	Daniel Moric	Physically Present
Interim Public Works Manager	Kyle Winterbottom	Physically Present
Agricultural Fieldman	Sebastien G Dutrisac	Virtually Present
Communications Officer	Evonne Zukiwski	Virtually Present
Other Observers	2 Member	Virtually Present

Resolution No: 20260506-299

Adoption of Agenda

Moved By: Jered Serben

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

- Unit #208 2008 GMC 5500

CARRIED

Natural Gas Manager, Daniel Moric entered Council Chambers at 11:14 a.m.
One guest joined virtually at 11:57 a.m.
One guest joined virtually at 12:01 p.m.

Resolution No: 20260506-300

Moved by: Craig Lukinuk
That Smoky Lake County Council recess the meeting at 12:22 p.m. and resumed at 12:36 p.m.

3. Request for Decisions

Resolution No: 20260506-301

3.2 Bill 28 – Municipal Concerns
Moved by: Craig Lukinuk

That Smoky Lake County Council Direct Administration to draft and send a letter to the Honourable Dan Williams, Minister of Municipal Affairs, Mr. Glenn van Dijken, MLA, Athabasca-Barrhead-Westlock, and Honourable Premier Danielle Smith, of the Government of Alberta outlining Smoky Lake County's concerns with Bill 28 and its proposed amendments to the Municipal Government Act.

CARRIED

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Resolution No: 20260506-302

Moved by: Lorne Halisky

That Smoky Lake County Council Direct Administration to Initiate a letter writing campaign to Tom Kee, Executive Director of the Federation of Alberta Gas Co-ops and Gene Hravic, Rural Municipalities of Alberta District 5 representative, regarding Smoky Lake County's concerns with Bill 28 and its proposed amendments to the Municipal Government Act.

CARRIED

Director of County Services, Jordan Reugg left Council Chambers at 1:02 p.m.

Resolution No: 20260506-303

3.1 Disposal of Surplus Public Works Equipment & Replacement Purchases

Moved By: David Kully

That Smoky Lake County Council approve the disposal of the following County-owned Public Works assets through the Ritchie Brothers auction sale:

1. Unit 194 - 2011 Decap Belly Dump with Unit #197
2. Unit 170 - 1997 Kenworth T800 Truck
3. Unit 616 - 1986 Caterpillar 628B Snow Plow
4. Unit 208 – 208 2008 GMC 5500
5. Unit 649 - 2024 Develon Excavator
6. Unit 605 - 2025 Develon Skid Steer (pending registry search approval)

CARRIED

Resolution No: 20260506-304

3.1 Disposal of Surplus Public Works Equipment & Replacement Purchases

Moved by: Lorne Halisky

That Smoky Lake County Council authorize administration to purchase the replacement construction equipment required for road construction through the Ritchie Bros. auction or an alternative procurement process, to a maximum cost of $400,000 funded from the General Reserves Account and furthermore, any proceeds from the sale of existing equipment will be returned to the General Reserves Account.

Resolution No: 20260506-305

Adjournment

Moved By: Craig Lukinuk

That the Smoky Lake County Council Special Meeting of May 6th, 2026, be adjourned at 1:19 p.m.

CARRIED

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REEVE,

Craig Lukinuk

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_____

CHIEF ADMINISTRATIVE OFFICER,

Chyenne Shaw

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Smoky Lake County

Meeting Minutes Regular County Council

May 28, 2026 - 09:00 AM

Called to Order

The meeting was called to order at 9:18 a.m. by the Reeve, Craig Lukinuk, in the presence of the following persons:

		ATTENDANCE
Div. No.	**Councillor(s)**	**Thursday, May 28, 2026**
Division 1	Ryan Barker	Physically Present
Division 2	David Kully	Physically Present
Division 3 / Reeve	Craig Lukinuk	Physically Present
Division 4/ Deputy Reeve	Lorne Halisky	Physically Present
Division 5	Jered Serben	Physically Present
CAO	Chyenne Shaw	Physically Present
Finance Manager	Brenda Adamson	Physically Present
Recording Secretary/Legislative Services	Meaghan Andreychuk	Physically Present
Observers in Attendance Upon Call to Order:		
Environment and Parks Manager	Dave Franchuk	Virtually Present
Natural Gas Manager	Daniel Moric	Virtually Present
GIS Technician	Carlos Zetina	Virtually Present
Agricultural Fieldman	Sebastien G Dutrisac	Virtually Present
Communications Officer	Evonne Zukiwski	Virtually Present
HR/ Safety Manager	Jasmine Schaub	Physically Present
Director of County Services	Jordan Ruegg	Virtually Present
Deputy Regional Fire Chief	Spencer Kotylak	Virtually Present
Other Observers	14 Members	Virtually Present
Members from the public	1 Member	Physically Present

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Resolution No: 20260528- 312

Adoption of Agenda

Moved By: Ryan Barker

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

- 8.25: FedGas FIRE AGM
- 8.26: MCC Motion follow-up
- 8.27: Northern Trek Donations
- 8.28: Amendment to the Land Use Bylaw 1433-23
- 8.29: Council expenses
- 11.22: Riverland Recreational Trail Society request for funding letter, dated May 22, 2026

CARRIED

3. Adoption of Minutes

Resolution No: 20260528- 313

3.1 Minutes of the Budget Meeting, April 1, 2026

Moved By: Lorne Halisky

That Smoky Lake County Council approve the Minutes of the County Budget Meeting, held on April 1st, 2026, with the following amendments:

- Removing from construction and adding Township Road 584 between Highway 855 and Range Road 172 to injection.

CARRIED

Resolution No: 20260528- 314

3.2 Minutes of the Special Council meeting April 8, 2026

Moved By: David Kully

That Smoky Lake County Council approve the minutes of the Special Council meeting held on April 8, 2026, as presented.

CARRIED

Resolution No: 20260528- 315

3.3 Minutes of the Regular Council Meeting April 16, 2026

Moved By: Ryan Barker

That Smoky Lake County Council approve the Minutes of the Regular Council Meeting held on April 16, 2026, with the following correction to resolution 20260416-280:

- "That Smoky Lake County Council file the letter from Minister Dan Williams, dated March 24, 2026, and direct Administration to draft and resend a follow-up letter requesting additional funding to support lobbying efforts ***for enhanced fire training.***"

CARRIED

Resolution No: 20260528- 316

3.4 Minutes of the Special Council meeting April 20, 2026

Moved By: Lorne Halisky

That Smoky Lake County Council approve the Minutes of the Special Council meeting April 20, 2026, as presented.

CARRIED

4. Delegation(s)

4.1 Bellis 4H Beef Club

Present before County Council from 9:27 a.m. to 9:35 a.m. were Reed Cherniwchan, President, and Austin Cherniwchan, Vice President of Bellis 4H Beef Club, to extend a "thank you" to Smoky Lake County Council for the funding donation toward the Bellis 4H Beef Club Belt Buckles in support of the Achievement day on June 8, 2026, located at the Waskatenau riding arena.

Resolution No: 20260528- 317

Moved by: Ryan Barker

That Smoky Lake County Council accepted the verbal presentation received from Reed Cherniwchan, President and Austin Cherniwchan, Vice-President of Bellis 4H Beef Club, as information.

CARRIED

Michelle Wright, Treasurer of the Smoky Lake Kinnette Club, entered Council Chambers at 9:45 a.m.

4.2 Stone Bear Recovery Solutions

Present before Council from 9:35 a.m. to 10:13 a.m. were Randal Bell, Executive Director, and Reegan Bartel, Director of Health for the Optipemisiwak Metis Government; for the purpose of a presentation to share Metis Nations within Alberta's vision and philosophy for the Healing Waters Recovery Community, outline its operational plan, explain how it will engage the community for feedback, and discuss how it aims to become a net contributor to the region operated by the Stone Bear Recovery Solutions.

Resolution No: 20260528- 318

Moved by: David Kully

That Smoky Lake County Council accepted the presentation received from Randal Bell, Executive Director, and Reegan Bartel, Director of Health for the

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Optipemisiwak Metis Government, for the Healing Waters Recovery Community operated by the Stone Bear Recovery Solutions, as information.

CARRIED

Resolution No: 20260528- 319

Stone Bear Recovery Solutions
Moved by: Jered Serben

That Smoky Lake County Council direct Administration to extend an invitation to Randal Bell, Executive Director, and Reegan Bartel, Director of Health for the Optipemisiwak Metis Government when County Council has the opportunity to meet with the provincial government; and request that the same courtesy be extended to the Smoky Lake County to be invited to jointly collaborate on shared values within Smoky Lake County.

CARRIED

Resolution No: 20260528- 320

Stone Bear Recovery Solutions
Moved by: Lorne Halisky

That Smoky Lake County Council direct Administration to extend an invitation to the Honourable Rick Wilson, Minister of Mental Health and Addiction, to come tour the Healing Water Recovery Centre located at Victoria Settlement, River Lot 15 in Smoky Lake County scheduled for early October of 2026.

CARRIED

4.3 Derek Zaplotinsky - Milano Cortina 2026 Paralympic Winter Games

Present before Council from 10:15 a.m. to 10:24 a.m. was Derek Zaplotinsky, Canadian Paralympic Participant along with Miron Zaplotinsky, his father, who attended to extend a “thank you” to Smoky Lake County Council for its financial donation toward his participation in the Milano Cortina 2026 Paralympic Winter Games and to share his training experiences leading up to and during the Games.

CARRIED

Resolution No: 20260528- 321

Moved by: Craig Lukinuk

That Smoky Lake County Council recess the Regular Council meeting at 10:24 a.m. and to resume at 10:37 a.m.

CARRIED

Resolution No: 20260528- 322

4.3 Derek Zaplotinsky - Milano Cortina 2026 Paralympic Winter Games
Moved by: Lorne Halisky

That Smoky Lake County Council accept the verbal presentation received from Derek Zaplotinsky, Canadian Paralympic Participant with the Milano Cortina 2026 Paralympic Winter Games, as information and furthermore, direct Administration to share the photos taken from todays delegation on County social media platforms.

CARRIED

4.4 Smoky Lake Kinnette Club - Baseball Diamond Grant

Present before Council from 10:38 a.m. to 10:46 a.m. was Michelle Wright, Treasurer of the Smoky Lake Kinnette Club, in regard to the collaborative regional grant application under the Active Communities Initiative (ACI) program for the development and/or revitalization of baseball diamond within the Hamlet of Warspite and Bellis.

Resolution No: 20260528- 323

Moved by: Ryan Barker
That Smoky Lake County Council accept the verbal and written presentation of Michelle Wright, Treasurer of Smoky Lake Kinnette Club in respect to the regional grant application under the Active Communities Initiative (ACI) for

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the development and/or revitalization of baseball diamonds within the Hamlets of Warspite and Bellis, as information.

CARRIED

4.5 SGT Anita Doktor – RCMP – Administrative Update

Present before Council from 10:47 a.m. to 11:07 a.m. was Sgt. Anita Doktor, RCMP, Smoky Lake Detachment, to provide Council an update on new-member, training, traffic-control information, and details on upcoming RCMP events, including Cupcake with a Cop in Vilna, on June 16, 2026, at 3:00 p.m., and the RCMP Community BBQ in Smoky Lake on September 9, 2026, at 3:00 p.m. at the Smoky Lake Lions Club.

Resolution No: 20260528- 324

Moved by: Jered Serben

That Smoky Lake County Council accepted the verbal and written presentation received from Sgt. Anita Doktor, RCMP, Smoky Lake Detachment on the current updates and upcoming events, as information.

CARRIED

Resolution No: 20260528- 325

Moved by: Lorne Halisky

That Smoky Lake County Council direct Administration to extend an invitation to Sgt. Trevor Hanson SEU (Street Enforcement Unit) and Sgt. Anita Doktor, RCMP, Smoky Lake detachment, to attend as a delegation to the County Council Regular meeting scheduled for August 27, 2026.

CARRIED

4.6 Atco Energy - Streetlight LED Conversion

Present before Council from 11:08 a.m. to 11:54 a.m. were Richelle Bourget Customer Support Representative, Central East Region Electricity and Mikhael Rahn, Representative of Atco Electricity to discuss the Atco Energy Streetlight LED Conversion program and the invested vs non-invested streetlight rate class.

Resolution No: 20260528- 326

Moved by: Craig Lukinuk

That Smoky Lake County Council accept the written and verbal presentation of Richelle Bourget, Customer Support Representative for the Central East Region Electricity, and Mikhael Rahn, Representative, Atco Electricity on the Atco Energy Streetlight LED Conversion, as information; and direct Administration to bring back additional information regarding the streetlight LED conversion program.

CARRIED

7. Question and Answer Period from 11:30 a.m. to 12:00 p.m.
Public Question and Answer Period 11:57 a.m. – 12:05 p.m.

Virtually present online was County resident, Lori Danyluk

Lori Danyluk addressed Council regarding future water servicing and infrastructure planning in the eastern region of the County. She inquired whether Council intended to establish priorities for future water line expansion requests and whether servicing could eventually be extended to the Hillside Acres subdivision.

Ms. Danyluk also raised concerns regarding increasing water delivery and sewage hauling costs, future subdivision growth in the Whitefish Lake area, road deterioration from increased traffic, and the need for long-term planning for water, wastewater, and transportation infrastructure. She suggested Council consider future wastewater servicing options, including a lagoon for the eastern area.

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Councillor Lorne Halisky advised that current policies regarding connections to the regional water system have not changed and that individual properties cannot presently connect directly to the water line. He noted that the County has applied for funding to complete an infrastructure and asset management study, which may help identify future servicing opportunities.

Councillor Halisky further advised that the County is exploring the development of a truck-fill station in the Goodfish Lake area to provide improved access to potable water and support fire protection services. He also acknowledged that infrastructure requirements associated with future growth in the Whitefish Lake area could be reviewed.

Virtually present, a member of the public inquired about the status of the Waskatenau Creek Conservation and Trail Plan.

Jordan Ruegg, Director of County Services, advised that the Village of Waskatenau has been working with local stakeholders to improve accessibility and connections to the trail system between the North Saskatchewan River and the Village. From the County's perspective, staff have investigated grant opportunities to support infrastructure improvements identified in the plan; however, no funding has been secured to date. He also noted that the project aligns with the County's strategic priorities related to community well-being and tourism development. Opportunities to collaborate and leverage regional partnerships may be explored as the project progresses.

Resolution No: 20260528- 327

Moved by: Craig Lukinuk

That Smoky Lake County Council accept the verbal and written information presented during the question and answer period at today's meeting.

CARRIED

Resolution No: 20260528- 328

Moved by: Craig Lukinuk

That Smoky Lake County Council recess the Regular Council meeting at 12:05 p.m. and to resume at 12:41 p.m.

CARRIED

4.7 Philip Hicks - Government Frameworks

Present before Council from 12:42 p.m. to 1:04 p.m. was Philip Hicks, President, of Government Frameworks, to highlight the Government Frameworks software in relation to new provincial legislation concerning the protection of privacy within organizations across Alberta (Access to Information Act and Protection of Privacy Act). The presentation included an overview of the program's processes for records management, cybersecurity breach response, the handling of sensitive personal data retained by the organization, and the system for managing and responding to information requests.

Resolution No: 20260528- 329

Moved by: Lorne Halisky

That Smoky Lake County Council accept the presentation of Philip Hicks, President of Government Frameworks, as information, and direct Administration to bring back further information regarding the proposed Government Frameworks software at a future Council meeting.

CARRIED

4.8 Vitor Marciano, Chief of Staff, Energy and Minerals Office of the Ministers and Mark Dorin, Representing Alberta Surface Rights Federation - Mature Asset Strategy

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Present before Council from 1:07 p.m. to 1:43 was Vitor Marciano, Chief of Staff, Energy and Minerals Office of the Ministers, to provide an overview of Alberta's Mature Asset Strategy, focusing on the challenges associated with aging oil and gas infrastructure. It highlighted issues such as increasing liabilities, orphan wells, and financial pressures on industry, municipalities, and landowners, noting that current policies are outdated. The presentation outlined a proposed collaborative approach to better manage closure costs, capture remaining resource value, and support economic opportunities while maintaining the polluter-pay principle and avoiding taxpayer funding and highlighting efforts to modernize regulations and balance environmental responsibility with long term economic sustainability in Alberta's energy sector.

Resolution No: 20260528- 330

Moved by: Craig Lukinuk

That Smoky Lake County Council recess the regular Council meeting at 1:37 p.m. and to resume at 1:43 p.m.

CARRIED

4.8 Vitor Marciano, Chief of Staff, Energy and Minerals Office of the Ministers and Mark Dorin, Representing Alberta Surface Rights Federation - Mature Asset Strategy

Present before Council from 1:43 p.m. to 2:26 p.m. was Mark Dorin, Representative, Alberta Surface Rights Federation to outline concerns with the Alberta's Mature Asset Strategy (MAS) that primarily serves oil-industry interests by weakening environmental standards, reducing company obligations, and shifting financial risks onto landowners, municipalities, and taxpayers. The presentation warned that proposed Special Purpose Entities such as HarvestCo and ClosureCo would enable companies to offload liabilities while avoiding royalties and long-term cleanup responsibilities. The presenter further highlighted the Alberta Energy Regulator's poor enforcement record and questioned its ability to manage municipal tax accountability. Also highlighted the urge for municipalities to advocate for Alberta Energy Regulations reform and stronger polluter-pay legislation to protect public and landowner interests.

Resolution No: 20260528- 331

Moved by: Ryan Barker

That Smoky Lake County Council accept the verbal and written presentation of both, Vitor Marciano, Chief of Staff, Energy and Minerals Office of the Ministers, and Mark Dorin, representative Alberta Surface Rights Federation in regards to the Mature Asset Strategy as information.

CARRIED

Resolution No: 20260528- 332

Request for Decisions
8.1. Backsloping Program Application - January 9th, 2026
Moved By: David Kully

That Smoky Lake County Council defer the Backsloping Program Application dated, January 9, 2026, to the Regular County Council Meeting scheduled for June 25, 2026.

CARRIED

Resolution No: 20260528- 333

Request for Decisions
8.2. Warspite Hall Renovations
Moved By: Ryan Barker

That Smoky Lake County Council approve the request from the Warspite Community Hall to reallocate previously approved funding from the replacement of an oversized furnace to the repair of the existing furnace and further that $6,225.00 be approved for the furnace repairs, with the remaining $1,775.00 to be returned to Smoky Lake County from the original $8,000.00 approved under Motion No. 1319-21, dated October 15, 2021.

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CARRIED

Resolution No: 20260528- 334

Request for Decisions
8.3. Leases for Baseball Grant – Smoky Lake Kinette Club
Moved By: Lorne Halisky

That Smoky Lake County Council direct Administration to prepare a lease agreement in the amount of $1.00 for a 10-year term to support the Active Communities Initiative (ACI) Grant application in respect to the Baseball Diamond, between Smoky Lake County and Smoky Lake Kinette Club and to provide all appropriate required documentation, ensuring there is no liability to Smoky Lake County.

CARRIED

Resolution No: 20260528- 335

Request for Decisions
8.4. Farm Family Centennial Award Application
Moved By: Jered Serben

Smoky Lake County Council approve to bestow the Farm Family Centennial Award via Plaque, Gate Sign, and Certificate for the current 2026 applicant and 2025 applicant in the maximum amount of $3,000.00 per applicant, to be allocated from the promotional budget.

CARRIED

Resolution No: 20260528- 336

Request for Decisions
8.5. Ag Services Fees and Charges Bylaw 2026
Moved By: Ryan Barker

That Smoky Lake County Council give Bylaw No. 1506-26 Ag Services Fees and Charges First Reading.

CARRIED

Resolution No: 20260528- 337

Request for Decisions
8.5.1 Ag Services Fees and Charges Bylaw 2026
Moved By: David Kully

That Smoky Lake County Council give Bylaw No. 1506-26 Ag Services Fees and Charges Second Reading.

CARRIED

Resolution No: 20260528- 338

Request for Decisions
8.5.2 Ag Services Fees and Charges Bylaw 2026
Moved By: Lorne Halisky

That Smoky Lake County Council give Bylaw No. 1506-26 Ag Services Fees and Charges Permission for Third Reading.

CARRIED UNANIMOUSLY

Resolution No: 20260528- 339

Request for Decisions
8.5.3 Ag Services Fees and Charges Bylaw 2026
Moved By: Craig Lukinuk

That Smoky Lake County Council give Bylaw No.1506-26 Ag Services Fees and Charges Third and Final Reading.

CARRIED

Resolution No: 20260528- 340

Request for Decisions
8.6.4 Annual ASB Report for 2025
Moved By: Craig Lukinuk

That Smoky Lake County Council receive the Annual Agricultural Services Board Report for the year 2025 report as presented.

CARRIED

Resolution No: 20260528- 341

Moved By: David Kully

That Smoky Lake County Council direct the Agricultural Services Department to use Option 2-the condensed version of the 2025 ASB Report, as the

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Council Presentation document, and to include in the document reference to Option 1- full version; submitted to the Government for further information.

CARRIED

Resolution No: 20260528- 342

Request for Decisions
8.7. Aquatic Invasive Species 2026
Moved By: Lorne Halisky

That Smoky Lake County Council direct Administration to research grant funding opportunities, identify priority lakes, and inquire the cancellation policy for the Aquatic Invasive Species Prevention Program.

CARRIED

Resolution No: 20260528- 343

Request for Decisions
8.8. Weed and Pest Inspector Appointment 2026
Moved By: Ryan Barker

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

CARRIED

Resolution No: 20260528- 344

Request for Decisions
8.9. Weed and Pest Appeal Committee 2026
Moved By: Lorne Halisky

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

CARRIED

Resolution No: 20260528- 345

Request for Decisions
8.10. Weed Inspection and Weed Notice Policy AG-14-02
Moved By: David Kully

That Smoky Lake County Council amend Policy AG-14-02: Weed Inspection formally known as Weed Inspection and Weed Notice as presented.

CARRIED

Resolution No: 20260528- 346

Moved By: Lorne Halisky
That Smoky Lake County Council direct the Agricultural Service Board to review and amend, as necessary, its procedures to reflect changes to the Weed Control Act and its related regulations, including amendments recognizing the change from town to municipality.

CARRIED

Resolution No: 20260528- 347

Request for Decisions
8.11. Vegetation Management Policy 62(AG)-15-04 2026
Moved By: Lorne Halisky

That Smoky Lake County Council defer Policy AG-15-04: Vegetation Management Policy to the regular County Council meeting scheduled for June 25, 2026.

CARRIED

Resolution No: 20260528- 348

Request for Decisions
8.12. Roadside Mowing Policy AG-28-09 2026
Moved By: David Kully

That Smoky Lake County Council amend Policy No. AG-28-09: Roadside Mowing Policy formally known as Mowing Program Policy to remove the Waskatenau Ball Diamond.

CARRIED

Resolution No: 20260528- 349

Request for Decisions
8.13. ISDAB Clerk Appointment
Moved By: Craig Lukinuk

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That Smoky Lake County Council appoint Kyle Schole to serve as the Clerk of the Intermunicipal Subdivision and Development Appeal Board (ISDAB), pursuant to Bylaw 1447-23 Intermunicipal Subdivision and Development Appeal Board (ISDAB) Agreement and Section 627.1 of the *Municipal Government Act*.

CARRIED

Resolution No: 20260528- 350

Request for Decisions
8.14. Road Closure Resolution
Moved By: Ryan Barker

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.

CARRIED

A Guest from the public entered Council Chambers at 3:52 p.m.

Resolution No: 20260528- 351

Request for Decisions
8.15. Bylaw 1505-26 Bylaw to Amend Land Use Bylaw 1272-14
Moved By: David Kully

That Smoky Lake County Council give First Reading to Bylaw No. 1505-26 Redistricting Bylaw for the lands legally described as NW-22-59-14-W4M to amend Bylaw 1272-14 and schedule a Public Hearing on said Bylaw, to be held on Thursday, June 25, 2026, at 1:00 p.m. and to advertise said Public Hearing in accordance with the Municipal Government Act, in the Redwater Review and on the County's website.

CARRIED

Resolution No: 20260528- 352

Request for Decisions
8.16. Planning and Development Fees Bylaw No. 1498-26
Moved By: Lorne Halisky

That Smoky Lake County Council give Bylaw No. 1498-26 Planning and Development Fees Third Reading.

CARRIED

Resolution No: 20260528-353

Moved by: Craig Lukinuk

That Smoky Lake County Council recess the Regular Council meeting at 4:03 p.m. and to resume at 4:11 p.m.

CARRIED

Resolution No: 20260528- 354

Request for Decisions
8.17. Speed Limit Reduction Request
Moved By: Lorne Halisky

That Smoky Lake County Council defer the Speed Limit Reduction request received on May 8, 2026; and direct Administration to bring forward a draft Traffic Bylaw to the next Committee of the Whole meeting for Council's discussion.

CARRIED

Resolution No: 20260528- 355

Request for Decisions
8.18. Natural Gas Request for Payment Arrangement
Moved By: Craig Lukinuk

That Smoky Lake County Council deny the request to 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, and request that the payment be made in full by July 31, 2026.

CARRIED

Resolution No: 20260528- 356

Request for Decisions
8.19. FedGas Charity Golf Classic 2026
Moved By: Jered Serben

DRAFT

That Smoky Lake County Council donate in the amount of $500.00 in support of STARS HALO Air Ambulance and not attend the FedGas 20th annual Federation Charity Golf Classic event on August 12, 2026 located at Red Tail Landing Golf Club in Nisku Alberta.

CARRIED

Resolution No: 20260528- 357

Request for Decisions
8.20. 2025 Unsold Tax Sale Accounts
Moved By: Lorne Halisky

That Smoky Lake County Council approve to Register Roll 22010105 Lot 5 & 6, Block 1, Plan 1955CL under Smoky Lake County Tax Forfeiture due to non payment of property taxes.

CARRIED

Resolution No: 20260528- 358

Request for Decisions
8.20. 2025 Unsold Tax Sale Accounts
Moved By: David Kully

That Smoky Lake County Council approve to register Roll 27150120 Lot 20, Block 1, Plan 1039CL under Smoky Lake County Tax Forfeiture due to non payment of property taxes.

CARRIED

Resolution No: 20260528- 359

Request for Decisions
8.20. 2025 Unsold Tax Sale Accounts
Moved By: Jered Serben

That Smoky Lake County Council approve to register Roll 30190101 Lot 1, Block 1, Plan 7822612 under Smoky Lake County Tax Forfeiture due to non payment of property taxes.

CARRIED

Resolution No: 20260528- 360

Request for Decisions
8.20. 2025 Unsold Tax Sale Accounts
Moved By: Ryan Barker

That Smoky Lake County Council approve to register Roll 30190107 Lot 7, Block 1, Plan 7822612 under Smoky Lake County Tax Forfeiture due to non-payment of property taxes.

CARRIED

Resolution No: 20260528- 361

Request for Decisions
8.21. 2026 to 2029 Audit
Moved By: Jered Serben

That Smoky Lake County Council proceed to prepare a Request for Proposal for audit services for the years ending December 31, 2026, 2027, and 2028 and advertise accordingly.

CARRIED

Resolution No: 20260528- 362

Request for Decisions
8.22. May Tax Penalty Cancellation Requests
Moved By: Craig Lukinuk

That Smoky Lake County Council deny the request to waive the amount of $816.00 tax penalties on tax roll #40341002, NW 10-59-18 March 24, 2026.

CARRIED

Resolution No: 20260528- 363

Request for Decisions
8.22. May Tax Penalty Cancellation Requests
Moved By: Craig Lukinuk

That Smoky Lake County Council deny the request to waive the amount of $711.89 tax penalties on tax roll #34240120, Lot 20, Block 1, Plan 8022990 dated April 7, 2026.

DRAFT

CARRIED

Jasmine Schaub, HR/ Safety Manager, entered Council Chambers at 4:45 p.m.

Resolution No: 20260528- 364

Request for Decisions
8.23. Designation of the Privacy Officer
Moved By: Ryan Barker

That Smoky Lake County Council appoint Evonne Zukiwski as the Privacy Officer for Smoky Lake County, effective May 28, 2026, pursuant to the *Protection of Privacy Act (POPA)*.

CARRIED

Resolution No: 20260528- 365

Request for Decisions
8.24. Substance Use Policy No. HR-04
Moved By: Lorne Halisky

That the Smoky Lake County Council amend Policy HR-04: Substance Use as presented formally known as Drug and Alcohol Policy.

CARRIED

Resolution No: 20260528- 366

Request for Decisions
8.25 FEDGAS
Moved By: Craig Lukinuk

That Smoky Lake County Council approve for Council who can attend and the Natural Gas Manager attend the FedGas Fire AGM on June 15, 2026, located at the River Cree Resort and Casino, in Enoch, Alberta.

CARRIED

Resolution No: 20260528- 367

Moved by: Craig Lukinuk

That Smoky Lake County Council recess the regular Council meeting at 4:58 p.m. and resume the meeting at 5:05 p.m.

CARRIED

A Guest from the public left Council Chambers at 5:06 p.m.

Resolution No: 20260528- 368

Request for Decisions
8.26 MCC Motion
Moved By: Lorne Halisky

That Smoky Lake County Council direct Administration to coordinate a Joint meeting with the Town of Smoky Lake to establish a joint working committee for the purpose of developing a business plan focused on viable economic opportunities for the Municipally Controlled Corporation, with the meeting to be scheduled on June 16 or 17, 2026 at 9:30 a.m.

CARRIED

Spencer Kotylak, Regional Deputy Fire Chief entered Council Chambers at 5:10 p.m.

Resolution No: 20260528- 369

Request for Decisions
8.27 Northern Treck
Moved By: Ryan Barker

That Smoky Lake County Council donate in the amount of $1,000 to support the Northern Trek for Canadian Fallen Firefighters Foundation; and direct Administration to contact the Town of Smoky Lake, the Village of Waskatenau, and the Village of Vilna to consider contributing a donation.

CARRIED

Spencer Kotylak, Regional Deputy Fire Chief left Council Chambers at 5:20 p.m.

Resolution No: 20260528- 370

8.28 Amendment to the Land Use Bylaw 1433-23
Moved by: Craig Lukinuk

That Smoky Lake County Council direct administration to compile a list of discretionary uses in the various land use district in the Land Use Bylaw

DRAFT

No.1433-23 and bring the information to a future Committee of the Whole Meeting.

CARRIED

Resolution No: 20260528-371

8.28 Council Expenses

Moved by: Ryan Barker

That Smoky Lake County Council direct administration to bring back a draft policy regarding detailing Council expenditures to a future Council meeting.

CARRIED

Resolution No: 20260528- 372

9.1 Action Item List December

Moved By: Craig Lukinuk

That Smoky Lake County Council rescind the January 27th, 2026, resolution No. 20260127-051: *"That Smoky Lake County Council accept the email forwarded from Reeve Lukinuk, regarding A largescale, phased AI data center as information and direct administration to bring the topic back to future Council meeting for discussion".*

CARRIED

Resolution No: 20260528- 373

Moved by: Craig Lukinuk

That Smoky Lake County Council direct administration to add the Smoky Lake Lions Club Bus topic to the next Intermunicipal Collaboration Committee (ICC) meeting agenda scheduled for June 8, 2026.

CARRIED

Resolution No: 20260528- 374

9.1 Action Item List December

Moved By: Ryan Barker

That Smoky Lake County Council approve the Action Item List for the period of March 2025 to April 2026 with the following amendments:

- Change items to in progress status column with an explanation of where the progress is
- Correction to Resolution No. 20260127-054 Don Cooper's name
- Adding Policy Numbers to each Policy stated in the resolutions
- Resolution No. 20260416-260 Who can attend, attend as a judge for the lemonade day event.

CARRIED

Resolution No: 20260528-375

Moved by: Jered Serben

That Smoky Lake County Council direct Administration to contact Michael Botros, Regional Director for the North Central Region at Alberta Transportation and Economic Corridors, and his colleague, as well as Scott Cyr, Parliamentary Secretary for Transportation and Strategic Development, for an update regarding the highway 28 construction requested by Council and to have the information brought forward to a regular Council meeting or at the earliest opportunity.

CARRIED

Council Reports

Resolution No: 20260528- 376

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

Resolution No: 20260528- 377

Moved by: Craig Lukinuk

That Smoky Lake County Council recess the Regular Council meeting at 6:07 p.m. and resume the meeting at 6:20 p.m.

CARRIED

Correspondence

DRAFT

Resolution No: 20260528- 378

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

Moved By: Ryan Barker

That Smoky Lake County Council acknowledge receipt of the letter received from Derek Zaplotinsky, Canadian Olympic Participant dated, March 24, 2026 and file as information.

CARRIED

Resolution No: 20260528- 379

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

Moved By: Jered Serben

That Smoky Lake County Council acknowledge receipt of the letter received from Kevin Flemming, Camp Coordinator, dated April 29, 2026 in regards to the Flemming Camp Town and County Proposal.

CARRIED

Resolution No: 20260528- 380

Moved by: Jered Serben

That Smoky Lake County Council extend an invitation to Kevin Flemming, Camp Coordinator, to attend as a delegation to discuss the Flemming Hockey Camp proposed to the Regular Council meeting scheduled on June 25, 2026.

CARRIED

Resolution No: 20260528- 381

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

Moved By: Lorne Haliksy

That Smoky Lake County Council acknowledge receipt of the Detail Assessment Audit Report for Smoky Lake County, received on May 20, 2026, and file for information.

CARRIED

Resolution No: 20260528- 382

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

Moved By: Jered Serben

That Smoky Lake County Council acknowledge receipt from Dragonfly Counselling & Support Centre; and approve the action taken by Administration in providing a letter of support on behalf of Smoky Lake County.

CARRIED

Resolution No: 20260528- 383

11.5 Industrial Activity Report dated April 24, 2026

Moved By: Jered Serben

That Smoky Lake County Council acknowledge receipt of the Industrial Activity Report dated April 24, 2026, and file as information.

CARRIED

Resolution No: 20260528- 384

11.6 Labour Market Impact Assessment (LMIA) 15% Exemption Cap Letter dated May 13, 2026

Moved By: Jered Serben

That Smoky Lake County Council acknowledge receipt of the Labour Market Impact Assessment (LMIA) 15% Exemption Cap letter dated May 13, 2026, and file for information; and direct Administration to contact the Town of Athabasca regarding the letter sent to the Honourable Joseph Schow concerning the Temporary Foreign Worker Program (TFWP) to obtain an update on the status of the response.

CARRIED

Resolution No: 20260528- 385

11.7 Rural Municipalities of Alberta (RMA) District 5 Update - May 2026

Moved By: Ryan Barker

DRAFT

That Smoky Lake County Council acknowledge receipt of the Rural Municipalities of Alberta (RMA) District 5 Update dated May 2026 from Wyatt Skovron, General Manager of Policy and Advocacy, and file as information.

CARRIED

Resolution No: 20260528- 386

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

Moved By: Jered Serben

That Smoky Lake County Council acknowledge receipt of the Smoky Lake Foundation Financial Statements for the year ended December 31, 2025, and file as Information.

CARRIED

Resolution No: 20260528- 387

11.9 Letter from Two Hills County dated April 8, 2026, Regarding ICF Bylaw 1360-19

Moved By: Craig Lukinuk

That Smoky Lake County Council acknowledge receipt of the letter received from Two Hills County dated April 8, 2026, in regard to the Intermunicipal Collaboration Framework (ICF) Bylaw No. 1360-19 with Two Hills County; and direct Administration to draft a repealing Bylaw.

CARRIED

Resolution No: 20260528- 388

11.10 Letter from Portage College dated March 26, 2026

Moved By: Lorne Halisky

That Smoky Lake County Council acknowledge receipt of the letter from Dr. Steven Price, President and CEO, Portage College dated March 26, 2026, be filed for information; and direct Administration to share Portage College programs included in the 2024–2025 Report for the Community awareness on Smoky Lake County's social media platforms.

CARRIED

Resolution No: 20260528- 389

11.11 Smoky Lake Potable Water Study Health Endorsement from Otipemisiwak Metis Government dated May 6, 2026

Moved By: Ryan Barker

Councillor Jered Serben abstained from the vote due to a personal business conflict of interest

That Smoky Lake County Council direct Administration to forward agenda items 11.11, 11.12, 11.16, 11.18, and 11.21, pertaining to the Highway 28/63 Water Line Requests, to the next Chief Administrative Officers meeting for discussion scheduled on June 3, 2026.

CARRIED

Resolution No: 20260528- 390

11.13 Alberta Day 2026 received May 5, 2026

Moved By: Craig Lukinuk

That Smoky Lake County Council approve action taken regarding the submission of the application to the 2026 Alberta Day.

CARRIED

Resolution No: 20260528- 391

11.14 Alberta Day Festival in A Box received May 5, 2026

Moved By: Lorne Halisky

That Smoky Lake County Council file the correspondence of the Alberta Day Festival in A Box received May 5, 2026, as information.

CARRIED

Resolution No: 20260528- 392

11.15 2026 Redwater Parade List inquiry received May , 2026

Moved By: Jered Serben

DRAFT

That Smoky Lake County Council acknowledge receipt of the 2026 Redwater Parade List inquiry received on May 5, 2026, and direct Administration to follow up with the Town of Redwater Administration for further details regarding the event.

CARRIED

Resolution No: 20260528- 393

11.17 RMA Country Fair reception

Moved By: Lorne Halisky

That Smoky Lake County Council approve the attendance of any members who can attend-attend the Rural Municipalities of Alberta (RMA) Country Fair reception on June 4, 2026, located at the Banquet Bar in Edmonton Ice District.

CARRIED

Resolution No: 20260528- 394

11.19 Smoky Lake Golf Club Gravel Donation request dated, May 8, 2026

Moved By: Jered Serben

That Smoky Lake County Council acknowledge receipt of the letter received from Amy Rooks, Manager of the Smoky Lake Golf Course dated May 8, 2026, and approve to donate of two tandem loads of gravel, and request that the Town of Smoky Lake contribute any additional gravel required for the golf course project.

CARRIED

Resolution No: 20260528- 395

11.20 The Bonnie Lake Scout Camp Gravel Donation Request received from Service Request on May 6, 2026

Moved By: Jered Serben

That Smoky Lake County Council acknowledge receipt of the Bonnie Lake Scout Camp Gravel donation request submitted through a Service Request on May 6, 2026, and approve the delivery and donation of one tandem load of ¾" crushed gravel, with delivery costs included as part of the donation.

CARRIED

Resolution No: 20260528- 396

11.22 Riverland Recreational Society Funding Request received May 24, 2026

Moved By: Craig Lukinuk

That Smoky Lake County Council respectfully decline the Riverland Recreational Society funding request received May 24, 2026, from Jerry Bidulock; and further, that Smoky Lake County offer in-kind support to assist with the planting and watering of trees located within Smoky Lake County.

CARRIED

12. Information Releases

Resolution No: 20260528- 397

12.1 2026 Fire Services Training Response Letter to Minister Dan Williams April 24th, 2026

Moved By: Lorne Halisky

That Smoky Lake County Council file the letter sent to the Honourable Dan Williams, Minister of Municipal Affairs in regards to the 2026 Fire Services Training Response Letter, April 24, 2026, as information.

CARRIED

Resolution No: 20260528- 398

12.2 Trans Canada Trail Designation - Letter of Support - Smoky Lake County

Moved By: David Kully

DRAFT

That Smoky Lake County Council approve the action taken by Administration for providing a letter of support sent on April 30, 2026, to the Trans Canada Trail Designation.

CARRIED

Resolution No: 20260528- 399

12.3. Riverland Recreational Society Letter of Support from Smoky Lake County - May 5, 2026

Moved By: Lorne Halisky

That Smoky Lake County Council approve action taken by Administration for providing a letter of support sent on May 5, 2026, to the Riverland Recreational Society.

CARRIED

Resolution No: 20260528- 400

12.4. Smoky Lake County - Bill 28 Concerns to Minister Williams - May 7th, 2026

Moved By: Jered Serben

That Smoky Lake County Council file the letter sent to Honorable Dan Williams, Minister of Municipal Affairs ~~of Alberta~~ on May 7, 2026 as information.

CARRIED

Resolution No: 20260528- 401

12.5. Smoky Lake County - Bill 28 Concerns to Mr. Glenn van Dijken – MLA, May 7, 2026

Moved By: David Kully

That Smoky Lake County Council file the letter regarding Smoky Lake County - Bill 28 Concerns sent to Mr. Glenn van Dijken, MLA, Athabasca-Barrhead-Westlock, dated, May 7, 2026, as information.

CARRIED

Resolution No: 20260528- 402

12.6. Smoky Lake County - Bill 28 Concerns to Premier Danielle Smith - May 7, 2026

Moved By: Ryan Barker

That Smoky Lake County Council file the letter regarding Smoky Lake County - Bill 28 Concerns to the Honourable Premier Danielle Smith of the Government of Alberta dated, May 7, 2026, as information.

CARRIED

Resolution No: 20260528- 403

12.7. Smoky Lake County - Bill 28 Concerns to RMA May 8, 2026

Moved By: Jered Serben

That Smoky Lake County Council file the letter regarding Smoky Lake County - Bill 28 Concerns to the Rural Municipalities of Alberta (RMA) dated, May 8, 2026, as information.

CARRIED

Resolution No: 20260528- 404

12.8. Smoky Lake Region - Honourable Matt Jones - Lack of physicians

Moved By: Lorne Halisky

That Smoky Lake County Council file the letter highlighting the concerns about the lack of physicians sent to Honourable Matt Jones, Minister of Hospital and Surgical Health Services, dated April 20, 2026, as information.

CARRIED

Resolution No: 20260528- 405

12.9. Smoky Lake Region - Honourable Adriana LaGrange - Lack of physicians

Moved By: Ryan Barker

DRAFT

That Smoky Lake County Council file the letter highlighting the concerns about the lack of physicians sent to Honourable Adriana LaGrange, Minister of Health and Education, dated April 20, 2026, as information.

CARRIED

Resolution No: 20260528- 406

12.10. Smoky Lake Region - Honourable Jason Nixon - Lack of physicians

Moved By: David Kully

That Smoky Lake County Council file the letter highlighting the concerns about the lack of physicians sent to Honourable Jason Nixon, Minister of Environment and Parks, dated April 20, 2026, as information.

CARRIED

Resolution No: 20260528- 407

12.11. Smoky Lake Region - Honourable Rick Wilson - Lack of physicians

Moved By: Jered Serben

That Smoky Lake County Council file the letter highlighting the concerns about the lack of physicians sent to Honourable Rick Wilson, Minister of Mental Health and Addiction, dated April 20, 2026, as information.

CARRIED

Resolution No: 20260528- 408

12.12. Smoky Lake Region –Mr. Glenn van Dijken, MLA - Lack of physicians

Moved By: Jered Serben

That Smoky Lake County Council file the letter highlighting the concerns about the lack of physicians sent to Mr. Glenn van Dijken, MLA, Athabasca-Barrhead-Westlock, dated April 20, 2026, as information.

CARRIED

13. Financial Reports

13.1 Budget to Actual May 13, 2026,

Resolution No: 20260528- 409

Moved by: Lorne Halisky

That Smoky Lake County Council file the Budget to Actual report dated May 13, 2026, as information.

CARRIED

13.2 March Bank Reconciliation

Resolution No: 20260528- 410

Moved by: David Kully

That Smoky Lake County Council file the March 2026 Bank Reconciliation report as information.

CARRIED

14. 14. Next Meetings:

14.

Resolution No: 20260528- 411

Moved by: David Kully

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

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

CARRIED

15. Closed Session

Resolution No: 20260528- 412

Closed Session - Access to Information and Protection of Privacy Act (ATIA), Pursuant to Section 20: Personnel Matters

Moved By: Ryan Barker

That Smoky Lake County Council move to closed Session pursuant to the Access to Information and Protection of Privacy Act (ATIA), Part 1, Section 20: Personnel Matters, at 7:14 p.m. in the physical presence of all Council and the following staff members:

DRAFT

- Chief Administrative Officer, Chyenne Shaw
- Director of County Services, Jordan Ruegg
- Human Resources/ Health and Safety Coordinator, Jasmine Schaub

Finance Manager, Brenda Adamson, and Record Secretary/ Legislative Services, Meaghan Andreychuk, left Council Chambers at 7:15 p.m.

CARRIED

Resolution No: 20260528- 413

Out of Camera
Moved By: David Kully

That Smoky Lake County Council go out of In Camera Session at 9:00 p.m.

CARRIED

Resolution No: 20260528- 414

Adjournment

Moved By: Craig Lukinuk

That the Smoky Lake County Council Meeting of May 28, 2026, be adjourned at 9:00 p.m.

CARRIED

_____

REEVE,

Craig Lukinuk

S E A L

_____

CHIEF ADMINISTRATIVE OFFICER,

Chyenne Shaw

DRAFT

Public Hearing Date: June 25, 2026
Public Hearing Time: 1:00 p.m.

VIRTUAL PUBLIC HEARING BACKGROUND

PROPOSED BYLAW NAME & NO.: Proposed Smoky Lake County Bylaw No. 1505-26

APPLICANTS: Willowwood Ranch Company Ltd.

PROPOSAL: A Bylaw amending the Smoky Lake County Land Use Bylaw No. 1272-14 to redistrict portions of the lands legally described as NW-22-59-14-W4M, from Highway Commercial (C1) District to Agriculture (AG) District.

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.
- The portion of the subject lands that the applicant proposes to redistrict are approximately 1.23 hectares (3.04 acres) in area. The remainder of the subject lands is proposed to remain as Agriculture (AG) District under the Land Use Bylaw.

NOTICE:

- Public Notice has been advertised for two weeks consecutively in newsprint in the Redwater Review the week of **June 10, 2026** and **June 17, 2026**.
- Public Notice has been posted to the County's website beginning **June 2, 2026.**
- Adjacent landowners were notified of the proposed Bylaw and Public Hearing by letter, sent on **June 8, 2026**.

ENCLOSURES:

1. Proposed Bylaw #1505-26
2. Relevant Legislation
3. Notice of Public Hearing

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

READ A SECOND TIME IN COUNCIL THIS _____ DAY OF _____, AD 20___.

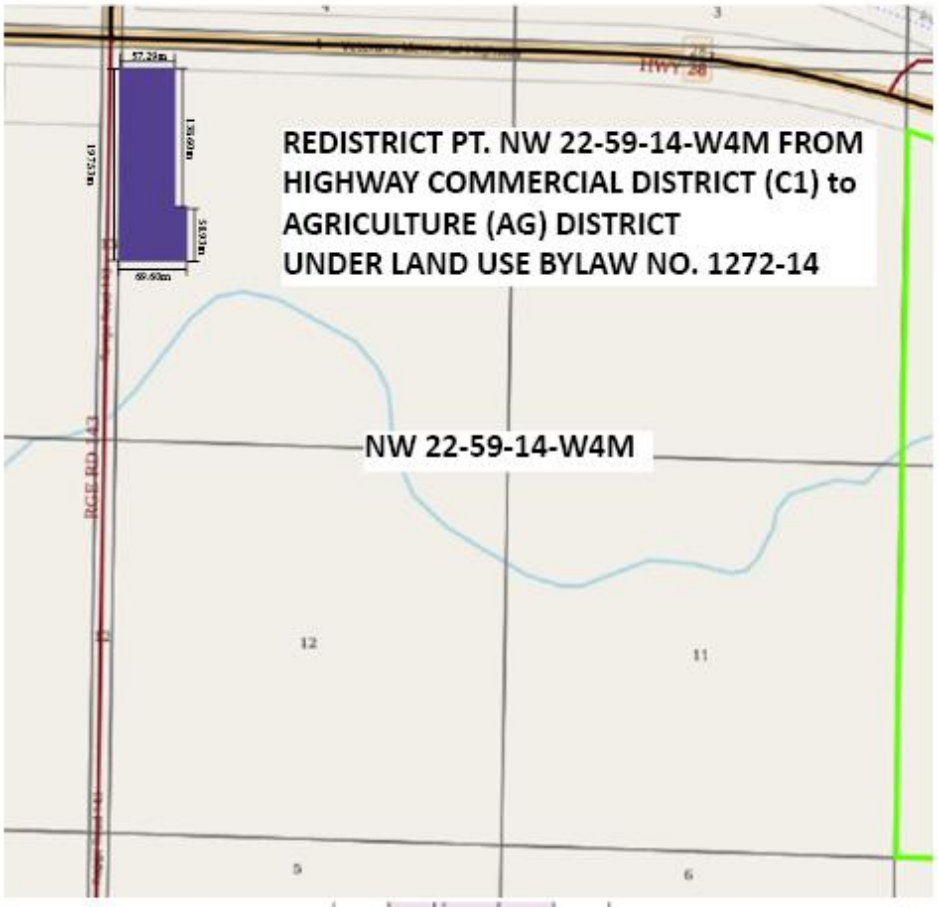
READ A THIRD AND FINAL TIME IN COUNCIL THIS _____ DAY OF _____, AD 20___.

_____
Criag Lukinuk
Reeve

S E A L

_____
Chyenne Shaw
Chief Administrative Officer

SCHEDULE "A"
BYLAW NO. 1505-26





Public Hearing Date: June 25, 2026
Public Hearing Time: 1:00 p.m.

VIRTUAL PUBLIC HEARING – RELEVANT LEGISLATION & PLANNING POLICIES

Proposed Bylaw #1505-26: A Bylaw amending the Smoky Lake County Land Use Bylaw No. 1272-14 to redistrict portions of the lands legally described as NW-22-59-14-W4M, from Highway Commercial (C1) District to Agriculture (AG) District.

MUNICIPAL GOVERNMENT ACT (MGA)

PUBLIC HEARINGS

Municipal Government Act, R.S.A. 2000

When to hold public hearing

Section 216.4

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

(a) before second reading of the bylaw, or

(b) before council votes on the resolution.

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

(a) give notice of the public hearing in accordance with section 606, and

(b) conduct the public hearing during a regular or special council meeting.

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

(4) In the public hearing, council

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

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

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

(a) pass the bylaw or resolution,

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

(c) defeat the bylaw or resolution.

(5.1) Unless this Act or another enactment specifies otherwise, a council may hold only one public hearing on each proposed bylaw or resolution, or any part thereof, that considers residential developments or developments with residential and non-residential developments under Part 17.

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

REQUIREMENTS FOR ADVERTISING

Municipal Government Act, R.S.A. 2000

Section 606

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

(2) Notice of the bylaw, resolution, meeting, public hearing or other thing must be

(a) published at least once a week for 2 consecutive weeks in at least one newspaper or other publication circulating in the area to which the proposed bylaw, resolution or other thing relates, or in which the meeting or hearing is to be held,

(b) mailed or delivered to every residence in the area to which the proposed bylaw, resolution or other thing relates, or in which the meeting or hearing is to be held, or

(c) given by a method provided for in a bylaw under section 606.1.

(3) A notice of a proposed bylaw must be advertised under subsection (2) before second reading.

(4) A notice of a proposed resolution must be advertised under subsection (2) before it is voted on by Council.

(5) A notice of a meeting, public hearing or other thin must be advertised under subsection (2) at least 5 days before the meeting, public hearing or thing occurs.

(6) A notice must contain

(a) a statement of the general purpose of the proposed bylaw, resolution, meeting, public hearing or other thing,

(b) the address where a copy of the proposed bylaw, resolution or other thing, and any document relating to it of the meeting or public hearing may be inspected,

(c) in the case of a bylaw or resolution, an outline of the procedure to be followed by anyone wishing to file a petition in respect of it, and

(d) in the case of a meeting or public hearing, the date, time and place where it will be held.

(7) A certificate of a designated officer certifying that something has been advertised in accordance with this section is proof, in the absence of evidence to the contrary, of the matters set out in the certificate.

(8) The certificate is admissible in evidence without proof of the appointment or signature of the person who signed the certificate.

PLANNING BYLAWS

Section 692

(1) Before giving second reading to

(a) a proposed bylaw to adopt an intermunicipal development plan,

(b) a proposed bylaw to adopt a municipal development plan,

(c) a proposed bylaw to adopt to adopt an area structure plan,

(d) a proposed bylaw to adopt an area redevelopment plan,

(e) a proposed land use bylaw, or

(f) a proposed bylaw amending a statutory plan or land use bylaw referred to in clauses (a) to (e),

a council must hold a public hearing with respect to the proposed bylaw in accordance with section 216.4 after giving notice of it in accordance with section 606.

(2) Despite subsection (1), if a proposed development relates to more than one proposed bylaw referred to in subsection (1), the council may hold a single public hearing.

(3) Despite subsection (1), in the case of a public hearing for a proposed bylaw adopting or amending an intermunicipal development plan,

(a) councils may hold a joint public hearing to which section 184 does not apply, and

(b) municipalities may act jointly to satisfy the advertising requirements of section 606.

(4) In the case of an amendment to a land use bylaw to change the district designation of a parcel of land, the municipality must, in addition to the requirements o subsection (1),

(a) include in the notice described in section 606(2)

i. the municipal address, if any, and the legal address of the parcel of land, and

ii. a map showing the location of the parcel of land,

(b) give written notice containing the information described in clause (a) and in section 606(6) to the assessed owner of that parcel of land at the name and address shown in the assessment roll of the municipality, and

(c) give a written notice containing the information described in clause (a) and in section 606(6) to each owner of adjacent land at the name and address shown for each owner on the assessment roll of the municipality.

(5) If the land referred to in subsection (4)(c) is in another municipality, the written notice must be given to that municipality and to each owner of adjacent land at the name and address shown for each owner on the tax roll of that municipality.

(6) Despite subsection (1), a bylaw referred to in subsection (1) may be amended without giving notice or holding a public hearing if the amendment corrects clerical, technical, grammatical or typographical errors and does not materially affect the bylaw in principle or substance

(6.1) Subsection (1)(f) does not apply in respect of a proposed bylaw amending a statutory plan or land use bylaw to specify the purposes of a community services reserve.

(7) In this section,

(a) "adjacent land" means land that is contiguous to the parcel of land that is being redesignated and includes

i. land that would be contiguous if not for a highway, road, river or stream, and

ii. any other land identified in the land use bylaw as adjacent land for the purpose of notifications under this section;

(b) "owner" means the person shown as the owner of land on the assessment roll prepared under Part 9.

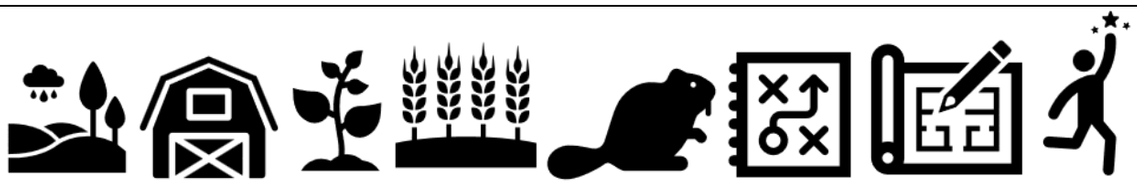
(8) If an ALSA regional plan requires a council to pass a bylaw referred to in this section, the council must

(a) consider whether, in view of the requirement in the ALSA regional plan, consultation is necessary, desirable or beneficial, and

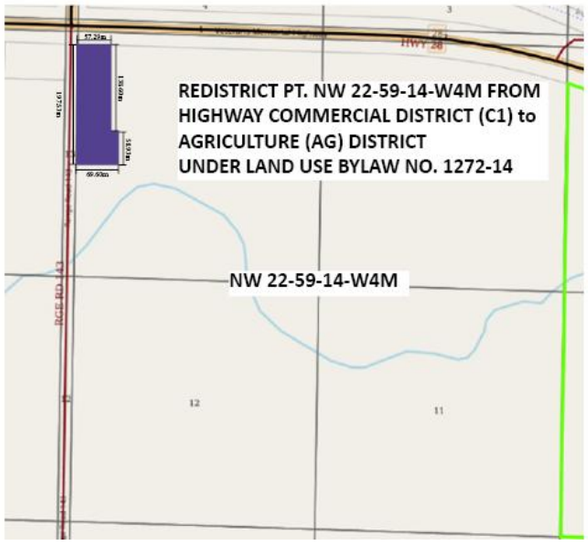
(b) decide whether or not to proceed with consultation.

(9) If a council decides under subsection (8) that consultation is neither necessary nor desirable or would not be beneficial, subsections (1) to (7) do not apply to the council in respect of the bylaw concerned.

Smoky Lake County
NOTICE – PUBLIC HEARING
on Proposed Bylaw #1505-26



SCHEDULE "A"
BYLAW NO. 1505-26



TAKE NOTICE THAT in accordance with sections 216.4, 606 & 692 of the *Municipal Government Act*, the Council of Smoky Lake County is giving consideration of Bylaw #1505-26:

- *To redistrict portions of the lands legally described as Pt. NW 22-59-14-W4M, from HIGHWAY COMMERCIAL (C1) DISTRICT to AGRICULTURE (AG) DISTRICT , under the County's Land Use Bylaw #1272-14.*

A Statutory Public Hearing will be held <u>in relation to Bylaw 1505-26</u>, both in-person *<u>and</u>* via videoconference on Thursday, June 25, 2026, at 1:00 p.m. *(or as soon as practical thereafter)* at: Smoky Lake County Council Chambers, 4612 McDougall Drive, Smoky Lake, AB T0A 3C0 or online: https://video.businessconnect.telus.com/join/219324220 Meeting ID: 219324220 or via phone: 1-844-511-2074

In-person Speakers:
If you intend on participating in person, you are encouraged to pre-register for the Public Hearing by contacting Meaghan Andreychuk at 780-656-3730.

Speakers participating through Telus Business Connect videoconference:
If you wish to speak at the Public Hearing via videoconference, you are asked to register 24 hours prior to the opening of the Public Hearing by contacting Meaghan Andreychuk at 780-656-3730. This is to ensure that virtual participants receive instructions to access the videoconference.

Requirements for all Speakers:
All speakers will be given a 5-minute time limit and are encouraged to provide a written copy of their submission in advance of the Public Hearing.

Written Submissions:
All interested parties are encouraged to express their views by providing a written submission to Legislative Services by email at mandreychuk@smokylakecounty.ab.ca.

Persons wishing to view the Bylaw and/or the Public Hearing are invited to attend in person or view the Meeting at the County website at http://www.smokylakecounty.ab.ca or view the Bylaw https://www.smokylakecounty.ab.ca/notices

Questions? Contact:
Jordan Ruegg Planning & Development Manager, Smoky Lake County at 780-650-5207 / jruegg@smokylakecounty.ab.ca

Request for Decision (RFD)

Meeting Date: June 25, 2026 **Agenda Item: # 7.1**
Topic: Backsloping Program Applications
Presented By: Public Works Interim Manager – Kyle Winterbottom

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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: _____

Section 03 Policy: 21-06

BACKSLOPING PROGRAM

Application Date: Jan 9 2026

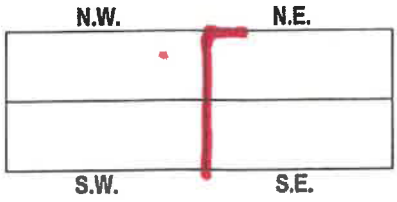
APPLICANT NAME Robert Seneca l

ADDRESS | **TELEPHONE NUMBER** [redacted]

LEGAL, LAND LOCATION OF BACKSLOPING PROJECT:
¼ SE **SECTION:** 36 **TOWNSHIP:** 58 **RANGE:** 13 **W4M**

DISTANCE TO BE BACKSLOPED: 1.18 **MILE(S)** | **ESTIMATED COST OF PROJECT** $12,000 **DOLLARS**

PLEASE MARK ON DIAGRAM, ROAD ALLOWANCE TO BE BACKSLOPED :



BACKSLOPING PROGRAM: is set out to assist in the control of brush and noxious weeds along County road right-of-ways and to reduce costs of road maintenance.

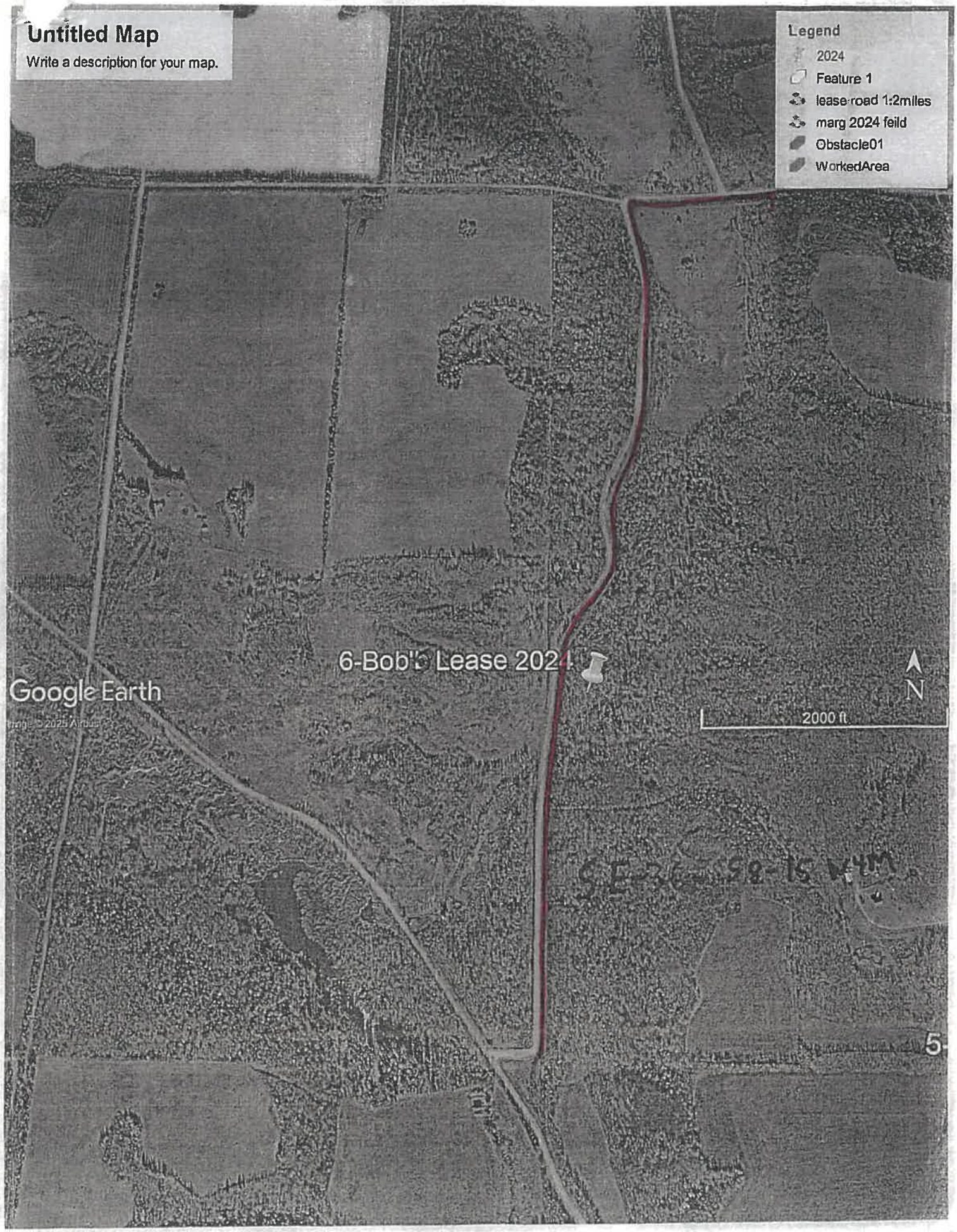
Objective: is to remove all trees and to slope the ditches to enable landowners to extend cultivation to the edge of the road right-of-way.

1. Smoky Lake County requires all brush, rocks and other debris to be removed so the cleared land may be prepared in such a state as to allow cropping or to the seeding of a forage mixture. The applicant will not remove any dirt from around power poles, alter or divert any drainage system or water course, and will contact Alberta First Call before commencement of work.
2. The area backsloped shall be kept free of noxious weeds, brush, and rocks in future years.
3. If the applicant requires a fence, it shall be set back a minimum of **33 feet** from the **centre** of the adjacent road right-of-way. It is also understood that the applicant is responsible for the erection and the cost of said fence.
4. The site will be inspected before commencement of the project and after completion by Smoky Lake County. No funds will be paid unless the project has been inspected and approved.
5. The applicant must make available all receipts for expenses occurred on the project to Smoky Lake County.
6. Upon approval of the project, the applicant will receive half of the cost of the project to a maximum amount of **$ 2,500.00 per half mile.**
7. Upon request of an applicant, Smoky Lake County may supply a forage seed mixture to be seeded on the worked backsloped area. There shall be not cost for the forage seed mixture. Forage seed requested: ☑ Yes ☐ No

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

DATED THIS 9 **DAY OF** Jan , 20 26 . [redacted]

SIGNATURE OF APPLICANT: [redacted] | **PUBLIC WORKS MANAGER/FOREMAN:**


Untitled Map
Write a description for your map.
Legend
2024
Feature 1
lease road 1:2miles
marg 2024 feild
Obstacle01
WorkedArea
6-Bob's Lease 2024
Google Earth
N
2000 ft
5

Request for Decision (RFD)

Meeting Date: June 10, 2025 **Agenda Item: # 7.2**
Topic: Policy 03-56 – Equipment Storage, Availability and Compensation
Presented By: Interim Public Works Manager – Kyle Winterbottom

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Recommendation

That Smoky Lake County Council approve Policy 03-56 – Equipment Storage, Availability and Compensation Policy as presented.

Background:

Smoky Lake County permits certain employees to store County-owned graders and tractors at or near their residences to improve operational efficiency, reduce travel time, enhance emergency response capability, and support timely service delivery to residents.

Historically, grader operators have received electrical power compensation for equipment stored at their residences during winter months. Council Resolution No. 261-09 approved compensation of $130.00 per month from November through March to offset electrical costs associated with maintaining operational readiness.

While the practice of storing County equipment at employee residences has existed for many years, the County currently does not have a comprehensive policy outlining employee responsibilities related to equipment storage, security, accessibility, compensation, insurance considerations, and operational availability during employee absences.

As County-owned graders and tractors are significant municipal assets that support road maintenance, snow removal, emergency response, and other operational activities, Administration has developed a formal policy to establish consistent expectations and ensure business continuity. The proposed policy:

- Establishes requirements for the storage and security of County-owned graders and tractors;
- Clarifies employee responsibilities for maintaining equipment accessibility;
- Ensures equipment remains available for operational use during planned and unplanned absences;
- Establishes the County's authority to access, retrieve, relocate, and reassign equipment when operationally required;
- Formalizes electrical power compensation for approved equipment storage locations;
- Clarifies insurance and liability responsibilities associated with County-owned equipment stored at employee residences;
- Supports continuity of operations and emergency response requirements.

Benefits:

- Protects County-owned assets through clearly defined responsibilities and expectations.
- Ensures operational continuity during employee absences.

- Reduces service disruptions and delays in road maintenance and operational activities.
- Provides clear direction regarding equipment storage and accessibility.
- Supports efficient deployment of equipment during emergencies and operational requirements.
- Establishes a consistent framework for the management of County-owned graders and tractors stored at employee residences.
- Formalizes long-standing compensation practices related to electrical power consumption.
- Clarifies insurance and liability responsibilities.
- Enhances accountability and asset management practices.

Disadvantages:

- May require additional coordination between supervisors and operators during employee absences.
- Some employees may perceive the policy as reducing autonomy regarding equipment stored at their residence.
- Additional administrative oversight may be required to ensure compliance with policy requirements.
- Periodic review of compensation rates may be required to ensure continued fairness and consistency.

Alternatives

Option 1 – Approve the Policy (Recommended)

Approve Policy 03-56 – Equipment Storage, Availability and Compensation Policy as presented.

Advantages

- Provides clear direction and expectations.
- Supports business continuity and emergency preparedness.
- Protects County assets and operational capacity.
- Formalizes existing practices and compensation arrangements.
- Clarifies employee and management responsibilities.

Disadvantages

- Requires implementation and communication to affected employees.

Option 2 – Approve the Policy with Amendments

Council may direct Administration to make specific amendments prior to implementation.

Advantages

- Allows Council to address specific operational concerns or requirements.
- Provides flexibility to refine policy provisions.

Disadvantages

- May delay implementation.

- May require additional review and consultation.

Option 3 – Maintain Status Quo
Do not approve the policy and continue existing practices.

Advantages

- No immediate changes to current operations.
- No implementation requirements.

Disadvantages

- Lack of formal expectations regarding equipment storage and accessibility.
- Increased risk of service disruptions during employee absences.
- Potential inconsistency in how equipment access is managed.
- Existing compensation practices remain undocumented.
- Limited guidance regarding insurance and liability responsibilities.

Financial Implications:
The policy formalizes an existing compensation practice currently provided to eligible equipment operators.
Electrical power compensation is paid at a rate of $130.00 per month during the period of November through March for approved equipment storage locations.
As this compensation reflects an existing operational practice, approval of the policy is not anticipated to create a significant new financial impact.
The policy is intended to maximize the operational availability and utilization of County-owned assets while reducing the risk of service disruptions and operational inefficiencies.

Legislation:

- Municipal Government Act, RSA 2000, c. M-26
- Occupational Health and Safety Act, RSA 2000, c. O-2.1
- County Human Resources Policies

Intergovernmental: **N/A**

Strategic Alignment:

Priority 3 – Asset Management and Infrastructure Sustainability

The policy supports the responsible management, protection, and utilization of County-owned infrastructure and equipment.

Priority 5 – Workforce Development and Succession Planning

The policy supports operational resilience and continuity by ensuring equipment remains available to authorized personnel during employee absences.

Request for Decision (RFD)

Enclosure(s):

1. **Policy 03-56 – - Approval of Grader Storage and Availability (Proposed)**

Signature of the CAO: _____

Smoky Lake County Policy

Title:	**Grader Storage and Availability Policy**	Policy #	Version
Category:	Public Works Services (PW)	**03-56**	**01**

LEGISLATIVE REFERENCE:

- Municipal Government Act, RSA 2000, c. M-26
- Occupational Health and Safety Act, RSA 2000, c. O-2.1
- Smoky Lake County Human Resources Policies

PURPOSE:

To establish requirements for the storage, security, maintenance, operational availability, and compensation associated with County-owned graders and tractors that are authorized to be stored at or near an employee's residence.

OBJECTIVE:

To ensure County-owned graders are properly secured, maintained, and readily available to support operational requirements and business continuity during employee absences.

DEFINITION:

"County Equipment" means any grader, tractor, vehicle, implement, attachment, machinery, tool, or asset owned, leased, or operated by Smoky Lake County.
"Equipment Operator" means an employee authorized by Smoky Lake County to operate and care for County-owned equipment.
"Authorized Employee" means an employee approved by the Director of County Services, Public Works Manager, or designated to access and operate County equipment.
"Approved Storage Location" means a location authorized by the County for the storage of County-owned equipment.

STATEMENT:

Smoky Lake County recognizes that the strategic placement of County-owned graders and tractors throughout the municipality supports efficient service delivery, emergency response, snow removal operations, and overall operational effectiveness.
Where approved by the County, designated operators may store County-owned equipment at or near their residence. All equipment remains the property of Smoky Lake County and must remain available for County operations at all times.

STORAGE REQUIREMENTS

1. The County may authorize an operator to store County-owned graders or tractors at or near their residence for operational purposes.
2. The storage location must:
    a. Provide reasonable protection from theft, vandalism, misuse, and damage;

b. Allow safe and unobstructed access to the equipment;
c. Comply with applicable legislation and safety requirements;
d. Be approved by the Director of County Services or designate.

3. Any change to an approved storage location must receive prior approval from the County.
4. Employees shall take reasonable precautions to secure County equipment when not in use.
5. County equipment shall not be used for personal purposes unless specifically authorized by Council policy.

OPERATOR RESPONSIBILITIES

Operators assigned County equipment shall:

1. Conduct required inspections and maintenance checks.
2. Promptly report:
   a. Mechanical concerns;
   b. Damage;
   c. Theft;
   d. Vandalism;
   e. Safety issues.
3. Maintain equipment in a clean and serviceable condition.
4. Ensure County equipment remains accessible to the County at all times.
5. Protect County equipment from avoidable damage, neglect, or misuse.

BUSINESS CONTINUITY AND AVAILABILITY

1. County-owned equipment stored at an employee's residence shall remain available for County operations at all times.
2. Prior to any planned absence, including vacation, leave of absence, training, or other approved leave, the operator shall:
   a. Notify their supervisor of the equipment location;
   b. Provide any keys, access devices, or information required to operate the equipment;
   c. Advise of any maintenance issues or operational concerns;
   d. Ensure the equipment is available for reassignment to another authorized employee if required.
3. During an unplanned absence, the employee shall make reasonable efforts to notify their supervisor of the equipment location and access requirements as soon as practicable.
4. Where operational requirements necessitate, the County may retrieve, relocate, reassign, or operate County equipment without notice.

EMERGENCY OPERATIONS

1. County-owned graders and tractors may be required for emergency response operations including:
   a. Snow and ice control;
   b. Flood response;
   c. Wildfire response;
   d. Emergency access restoration;

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e. Infrastructure emergencies;
f. Other emergency situations.

2. Operators shall ensure equipment remains accessible for emergency deployment.
3. The County reserves the right to immediately reassign equipment during emergency operations.

ELECTRICAL POWER COMPENSATION

1. Where County-owned equipment is stored at an approved residence and connected to electrical power for operational readiness, eligible operators shall receive compensation for electrical costs.
2. Compensation shall be paid at a rate of $130.00 per month for the period of November 1 through March 31.
3. Compensation shall only be provided while:
   a. The equipment is assigned to the employee;
   b. The equipment remains stored at the approved location;
   c. The employee remains actively employed by the County.
4. Compensation shall not be payable during extended periods where the equipment has been reassigned or relocated by the County.
5. The compensation rate may be reviewed periodically by Administration and amended by Council resolution.

INSURANCE AND LIABILITY

1. All County-owned equipment shall remain insured under the County's insurance program.
2. Storage of County equipment at a private residence does not transfer ownership, responsibility, or liability for the equipment to the employee except where negligence or misconduct is determined.
3. Employees shall immediately report any incident that may result in an insurance claim.
4. Employees shall cooperate fully in any investigation involving loss, damage, theft, vandalism, or insurance claims.
5. The County shall not be responsible for:
   a. Damage to personal property resulting from the storage of County equipment;
   b. Utility costs beyond the compensation provided within this policy;
   c. Personal property stored within or on County equipment.

COUNTY ACCESS

1. Smoky Lake County retains full ownership and control of all County equipment.
2. The County may access, retrieve, relocate, inspect, service, or reassign County equipment at any time.
3. Employees shall not withhold access to County-owned equipment.
4. Failure to provide access to County equipment may result in disciplinary action in accordance with County policies.

Draft

COUNTY ACCESS

1. Smoky Lake County retains full ownership and control of all County equipment.
2. The County may access, retrieve, relocate, inspect, service, or reassign County equipment at any time.
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Draft

	Date	Council Resolution #	Version
Adopted	Month, day, year	Motion #	01
Amended			
Reviewed			

Request for Decision (RFD)

Meeting Date: June 25, 2026 **Agenda Item: # 7.3**
Topic: Scout Camp Roadwork and Fire Recovery Request
Presented By: Interim Public Works Manager and Regional Fire Chief

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Recommendation:
Council's Discretion

Background:

Smoky Lake County Council received this email on October 21, 2025, requesting assistance and support following a fire on the Canadian Youth Friendship Society's scout property near Garner Lake on October 9, 2025, while also expressing gratitude to local fire departments for their quick response in protecting facilities. The organization outlined ongoing infrastructure challenges, including damaged roads and access issues, and requested assistance with materials, equipment, or labour to complete necessary repairs and restoration, emphasizing the time-sensitive nature of the project and their long-standing connection to the community.

Public Works staff inspected the site and identified approximately 8–9 acres of burned, debris-filled area requiring significant cleanup, including piled trees, dirt, and rock. The scope of work is estimated to require approximately one week using heavy equipment, such as a dozer and potentially an excavator.

Benefits:

- Supports the Canadian Youth Friendship Society of Edmonton and their youth programming
- Maintains a long-standing community partnership within Smoky Lake County
- Assists in restoring safe access and usability of the camp facilities

Disadvantages:

- Approximately one week of Public Works resources required, impacting scheduled municipal operations
- Associated costs for labour, equipment use, and fuel

Alternatives

- Provide a reduced level of support (e.g., supply gravel only, consistent with the request received at the May 28, 2026 Regular Council Meeting of one tandem load of ¾" crushed gravel)
- Decline the request and provide referrals to local contractor

Financial Implications:

- Costs associated with labour, equipment operation, and materials required to repair and reclaim the site

Legislation:

Policy 02-01-01 Reclamation of Fire Guards

Request for Decision (RFD)

Enclosure(s):

- Appreciation and Request for Assistance – Stanica Kopernik Scout Property Email dated October 21, 2025.
- Regional Fire Chief Incident breakdown
- Policy 02-01-01 Reclamation of Fire Guards
- Ground and ariel photos of the campground

Signature of the CAO: _____

---------- Forwarded message ----------
From: [redacted]
Date: Oct 21, 2025 10:30 a.m.
Subject: Appreciation and Request for Assistance – Stanica Kopernik Scout Property
To: council <council@smokylakecounty.ab.ca>
Cc:

Some people who received this message don't often get email from [redacted] Learn why this is important

Dear Smoky Lake County Council,

On behalf of the **Canadian Youth Friendship Society of Edmonton**, we would like to extend our heartfelt gratitude to the Smoky Lake County Fire Department, the fire chief, the Vilna Fire Department, and all the volunteer firefighters who responded so quickly to the recent fire on our scout property near Garner Lake. We deeply appreciate their dedication, care, and continued monitoring efforts, which helped protect our buildings and neighboring properties from the fire.

Although a large portion of our forest has been devastated, we are thankful that our facilities remain intact. Because of the tireless efforts of your local fire department, our scouts and youth will be able to continue running their camps and creating lifelong memories at this special place.

Our organization has been a part of the Smoky Lake County community since 1972. Many of our members grew up spending summers here, and generations of youth have learned leadership, teamwork, and respect for nature on this beautiful property we proudly call home.

In addition to recovering from the recent fire, we are facing several infrastructure challenges. We were hoping to complete road work leading to our new bunkhouse to allow proper access for service and emergency vehicles. Unfortunately, during wet weather, these vehicles get stuck in mud and clay, and children must navigate through the muddy area to reach the bunkhouse, which poses a safety concern.

We also need to repair our road, ceremonial square, and flag-raising area**,** which sustained damage during the construction of the bunkhouse. To restore it, we estimate needing approximately 3-4 belly dump loads of road material, along with topsoil and grass seed.

We are kindly seeking any assistance, referrals, or support the County may be able to provide toward the cost of materials, equipment, or labour required to repair the road and ceremonial square. We anticipate that heavy equipment and local operators will be needed to complete the necessary work effectively and safely. Additionally, we now face the added task of

reclaiming and repairing the section of forest that was bulldozed during the fire response to ensure a safe experience for anyone using the property.

Over the years, we have been fortunate to have people like **Dareld Cholak** supporting our scouting endeavors. Just yesterday, we met with Smoky Lake County Road Foreman **Bob Novosiwsky**, who kindly referred local contractors who may be able to help complete this project. We want to express our sincere appreciation for these individuals and the broader community of county support.

This project is time sensitive as the gravel pit will soon be closing for the season**.** If you approve our request for support, work on the scout camp property will be able to proceed before the winter season.

Any help you can offer would be greatly appreciated. We are truly grateful for your ongoing partnership and support of our efforts to maintain this safe, welcoming, and educational space for generations of youth.

With sincere appreciation,

Yvonne Zalewski-Evoy
Regional Commissioner – Polish Scouting Association in Edmonton, Alberta

[redacted]

On behalf of the **Canadian Youth Friendship Society of Edmonton**
Stanica Kopernik Scout Camp – Garner Lake, Alberta

Fire crews responded to the fire at the Polish Camp at 17:46 on October 9, 2025. Due to the location and conditions, it took approximately one hour to locate the fire. Once identified, crews deployed 650 feet of fire hose through heavily wooded terrain to access the fire. Firefighters worked to contain and extinguish the fire perimeter until 21:30, at which time operations were suspended due to darkness and firefighter safety considerations.

On October 10, the County's tracked equipment was utilized to establish a fire guard around the affected area and provide access for rapid attack units. Crews continued suppression efforts throughout the Thanksgiving weekend, focusing on extinguishing hot spots and preventing fire spread. On October 14, only two members were available to assist with operations at the Polish Camp, as resources remained committed to the fire north of Bellis and ongoing emergency response activities within the County.

Alberta Wildfire completed suppression activities on the fire north of Bellis on October 16, 2025. Following 18 consecutive days of emergency operations, County fire personnel were required to take four days of rest in accordance with operational and safety requirements. At that time, the Polish Camp fire was contained and under control. County staff continued to monitor fire behaviour and conduct daily inspections to ensure conditions remained stable.

During the weekend of October 18–19, several County residents entered the property without authorization and accessed the fire ground. Photographs of the contained fire were subsequently shared, resulting in concerns being reported to 911, Alberta Wildfire, the Division 1 Councillor, and Fire Protective Services staff. Despite these reports, the fire remained contained and under control. Daily inspections and monitoring activities continued, and no issues requiring additional suppression efforts were identified.

On October 20, 2025, Alberta Wildfire attended the site and initiated further hot spot suppression activities. Alberta Wildfire requested water supply support from Smoky Lake County. As the County water truck and water tanker were out of service and unavailable, portable water tanks were established and supplied through a shuttle operation utilizing fire apparatus. The operation was staffed by the Fire Chief and two Parks and Recreation employees, as no additional fire personnel were available at that time.

On October 25, 2025, the fire was declared fully extinguished. Crews subsequently completed site cleanup activities and demobilized from the incident.

Fire Apparatus Breakdown

Date	Number of Apparatus	Hours
October 9	7	6
October 10	5 plus County cat	14
October 11	5	12
October 12	3	6
October 13	2	4
October 14-19	1 monitoring and inspecting	2 hours each day
October 20	3	5
October 21	3	12
October 22	3	11
October 23	2	8
October 24	1	4
October 25	1	3

Smoky Lake County Fire Protective Services spent 17 days at this fire

Alberta Wildfire spent 6 days at this fire

Based on observed fire behaviour and the depth of the ground fire, crews believe the fire was likely caused by a lightning strike and had been burning for several weeks prior to the 911 call being received.

SMOKY LAKE COUNTY

Title: Reclamation of Fire Guards		Policy No.: 01-01
Section: 02	Code:	Page No.: 1 of 1

Legislation Reference:	Municipal Government Act

Purpose:	To establish a consistent method of addressing requests for compensation on fire guards.

Policy Statement and Guidelines:

As per previous precedence, Smoky Lake County will not provide non-monetary assistance nor financial assistance to reclaim disturbed areas for Fire Guards.

	Date	Resolution Number
Approved	May 23, 2002	# 390 - Page # 7296
Amended		
Amended		








2:24
5G
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Request for Decision (RFD)

Meeting Date: Thursday, June 25, 2026, **Agenda Item:** # 7.4
Topic: Bylaw No. 1511-26: Fire Protective Services Bylaw
Presented By: Jordan Ruegg, Director of County Services and Scott Franchuk Regional Fire Chief

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Recommendation:

1. **That Smoky Lake County Council give Bylaw No. 1511-26 Fire Protective Services Bylaw First Reading**
2. **That Smoky Lake County Council give Bylaw No. 1511-26 Fire Protective Services Bylaw Second Reading**
3. **That Smoky Lake County Council give Bylaw No. 1511-26 Fire Protective Services Bylaw Permission for Third Reading**
4. **That Smoky Lake County Council give Bylaw No. 1511-26 Fire Protective Services Bylaw Third Reading**

Background:

At March 13, 2026 Smoky Lake County Regional Fire Rescue Advisory Committee Meeting fire appeals were discussed, and following motion (motion # 20260313-05) was passed:

"That the Smoky Lake County Regional Fire Rescue Services Advisory Committee recommend that Administration research the Fire Appeal process used by similar municipalities, including associated fees and how municipalities work together regionally within those processes, and bring the information back to the next Smoky Lake County Regional Fire Rescue Services Advisory Committee meeting."

At June 12, 2026 Smoky Lake County Regional Fire Rescue Advisory Committee meeting, the committee reviewed the information, and the following motion (motion # 20260612-019) was passed.

"That the Smoky Lake County Regional Fire Rescue Services Advisory Committee recommend that the maximum fire suppression charge for structural fires and wildfires occurring on properties within municipal boundaries be set at an amount not to exceed Fifteen Thousand Dollars ($15,000.00), with fire apparatus fees remaining at $400.00 per hour per apparatus; and further, that this recommendation be forwarded to each partnering municipality for consideration and amendment of their respective bylaws; and that the fire appeal process remain with Smoky Lake County as the contracted Fire Rescue Service Provider for the duration of the three-year Smoky Lake County Regional Fire Rescue Services Bylaw.

Benefits:

Provides uniform fees for service throughout the region with a maximum cap for fire suppression charges. the Bylaw is required to charge fees and provides transparency of fire protective services to County residents.

Request for Decision (RFD)

Disadvantages:
Capping the amount charged for fire suppression charges at $15,000.00 may result in higher cost of service

Alternatives
Do not establish a cap for fire suppression charges or increase or decrease the proposed cap.

Financial Implications:
Capping the amount charged for fire suppression charges at $15,000.00 may result in higher cost of service.

Legislation:
Municipal Government Act and Forest and Prairie Protection Act

Intergovernmental:
Not Applicapble

Strategic Alignment:
Not Applicable

Enclosure(s):
#1: Bylaw No. 1511-26: Fire Protection Services

Signature of the CAO: _____

SMOKY LAKE COUNTY
IN THE PROVINCE OF ALBERTA
BYLAW NO. 1511-26

Being a Bylaw of Smoky Lake County in the Province of Alberta, for the purpose of providing for the establishment and operation of **FIRE PROTECTIVE SERVICES.**

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WHEREAS *the Municipal Government Act, R.S.A. 2000, c. M-26 – provides that a Council may pass bylaws for municipal purposes respecting the safety, health and welfare of people and the protection of people and property.*

AND WHEREAS *the Council of Smoky Lake County wishes to establish and maintain a viable fire service with the Municipality, and to provide for efficient operation of such a fire service, all pursuant to the laws of the Province of Alberta.*

AND WHEREAS *the Municipal Government Act further provides that a municipality may impose a system of licenses, permits or approvals and may collect, pursuant to a bylaw, costs and expenses incurred by the municipality for extinguishing fires.*

AND WHEREAS *the Forest and Prairie Protection Act, R.S.A. 2000 c F-19, provides that a Council of a municipality is responsible for fighting and controlling all fires within the boundaries of the municipality, other than areas contained in a forest protection area.*

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NOW THEREFORE, *the Council of Smoky Lake County, in the Province of Alberta, in regular meeting duly assembled hereby, enacts the following:*

SECTION 1 **SHORT TITLE**

1.1 *This Bylaw may be cited as the "**Fire Protective Services Bylaw**".*

1.2 *In the event that any provision of this Bylaw is inconsistent with any provincial legislation, the provincial legislation prevails.*

SECTION 2 **DEFINITIONS**

For the purposes of this Bylaw, the following terms shall have the meaning set out below:

2.1 **"Apparatus"** *means any vehicle provided with machinery, devices, Equipment or materials for firefighting, as well as any vehicles used for transporting firefighters or supplies.*

2.2 **"Chief Administrative Officer":** *means the person appointed by Council to the position of Chief Administrative Officer (hereinafter may be referred to as "CAO") for the Municipality, under the Municipal Government Act.*

2.3 **"Contained Fire"** *means a Fire which is totally confined within a non-combustible structure or container, and which is ventilated in such a manner as to preclude the escape of combustible materials including ash.*

2.4 **"Council"** *means the Council of Smoky Lake County.*

2.5 **"Enforcement Officer"** *means police officer, peace officer, bylaw enforcement officer or any other persons having the authority to enforce this bylaw.*

2.6 **"Equipment"** *means any tools, contrivances, devices or materials used by the Fire Department to combat an Incident or other emergency.*

2.7 **"False Alarm"** *means any notification received to the Fire Department respecting the existence of a condition, circumstance or event containing an imminent serious danger to persons or Property, wherein such a condition, circumstance or event is in fact not in existence.*

2.8 **"Fire"** *means any combustible material in a state of combustion.*

2.9 **"Fire Advisory"** *means an order notice issued pursuant to this Bylaw for the purpose as is an indication that the fire danger rating has increased.*

2.10 **"Fire Ban"** *means an order issued by the Minister responsible for the Forest and Prairie Protection Act, R.S.A. 2000 c F-19, or an order issued pursuant to this Bylaw, for the purpose of cancelling all Fire Permits, prohibiting the lighting of, and requiring the extinguishment of all fires within the County.*

2.11 **"Fire Chief"** *means the person employed by the County and appointed as the Fire Chief.*

2.12 **"Fire Department"** *means the Department established by this Bylaw and includes any person duly appointed to the Fire Department by Council or the Fire Chief.*

2.13 *"***Fire Guardian***" means an individual deemed to be a fire guardian under the Forest and Prairie Protection Act, R.S.A. 2000 c F-19.*

2.14 **"Fire Department Property"** *means all Property owned or controlled by the Municipality and designated for use by the Fire Department, regardless of the source of the Property.*

2.15 **"Fire Hazard"** *means any condition, circumstance, or event where the possibility of Fire is increased and pose a high risk for starting a fire.*

2.16 **"Fire Hazard Levels"** *means a four-tiered color-coded fire hazard level system: No Restriction, Fire Advisory, Fire Restriction, and Fire Ban (aligned with provincial levels) restricting activities that may cause wildfires.*

2.17 **"Fire Permit"** *means a document issued by the Municipality pursuant to this Bylaw, on the form adopted by the Municipality from time to time.*

2.18 **"Fire Protection"** *means all aspects of Fire safety, including but not limited to, Fire prevention, Firefighting or suppression, pre-Fire planning, Fire inspection, Fire investigation, public education and information, training or other staff development, advising, and responding to a request for Fire Protection (including legitimate emergencies and False Alarms).*

2.19 *"***Fire Restriction"** *means an order notice issued pursuant to this Bylaw for the purpose of fire prevention and cessation of Fire and Fireworks Permits for duration of the restriction.*

2.20 **"Fireworks Permit"** *means a document, issued by the Fire Chief, authorizing the sale, purchase, possession, handling, discharge, firing or setting off of Fireworks in the County.*

2.21 **"Fire Protection Charges"** *means all rates, fees and charges payable for, or in connection with providing Fire Protection within and outside the County's boundaries incurred directly by the Municipality.*

2.**22** **"Incident"** *includes a fire, medical, vehicular, or other emergency situation presenting danger or possible danger to life or Property.*

2.**23** **"Incident Commander (IC)"** *means the person responsible for the overall management and coordination of a response to an incident, such as an emergency or a major event*

2.**24** *"***Insurable Fire***" means a practice or arrangement which an agency provides financial compensate for damage or loss caused by a fire.*

2.**25** **"Incinerator Fire"** *means a Fire that is confined within a non-combustible structure or container that has the draft and smoke vents thereof covered with a gauge metal screen having a mesh size not larger than 13 mm., which Fire is set for the purpose of burning household refuse.*

2.**26** **"Member"** *means any person that is a duly appointed Member of the Fire Department and includes the Fire Chief.*

2.**27** **"Municipality"** *means the Smoky Lake County.*

2.**28** **"Municipal Representative"** *shall be the Fire Chief, Deputy Fire Chief, Chief Administrative Officer or any other person designated by the Chief Administrative Officer.*

2.**29** **"Negligent Fire"** *means failure to exercise reasonable care and attention leading to the ignition of a fire.*

2.**30** *"***Occupant"** *means someone living in or using a premise or property as a tenant or owner, or someone has occupancy of a premise or property.*

2.**31** **"Officer"** *means a Member appointed as the Fire Chief or a Deputy Chief and includes the Chief Administration Officer.*

2.**32** **"Off-Highway Vehicle (OHV) Restriction"** *means prohibiting the operation of Off-Highway Vehicles.*

2.**33** *"***Outdoor Fire"** *mean any Fire not contained within a building or structure and shall include Fire involving humus soil, piles of coal, farm produce, waste, bush, grass, seed, straw or any Fire that has escaped or spread from a building, structure, machine or vehicle and any Fire set for the purpose of thawing frozen ground.*

2.**34** **"Property"** *means any real or personal Property, which, without limiting the generality of the foregoing, includes land and structures.*

2.**35** *"***Recreational Fire"** *means a Fire on land owned or leased by the Municipality or its agents for recreational purposes and is confined to a non-combustible container supplied by the Municipality, as approved by a Member, which is set for the purpose of cooking, obtaining warmth or viewing for pleasure. Such Fire may only be fueled with seasoned wood, charcoal, coal, natural gas or propane.*

2.**36** **"Running Fire"** *means a Fire burning without being under proper or any control of any person.*

2.**37** **"Schedules"** *means the following schedules are attached hereto this Bylaw:*

Schedule "A":	**Fire Protection Charges**
Schedule "B":	**Penalty Fees**
Schedule "C":	**Appeal Notice**
Schedule "D":	**Fire Advisory Notice**
Schedule "E":	**Fire Restriction Notice**
Schedule "F":	**Fire Ban Notice**
Schedule "G":	**Off-Highway Vehicle (OHV) Restriction**

2.**38** "**Smudge Fire"** *means a Fire confined within a non-combustible structure or container that is set on land of one (1) acre or more in area for the purpose of protecting livestock from insects or for protecting garden plants from frost.*

2.**39** **"Structure Fire"** *means a Fire confined to and within any building, structure, machine or vehicle which will or is likely to cause the destruction of or damage to such building, structure, machine or vehicle, excluding an Incinerator* Fire.

2.**40** **"Violation"** *means a "tag" or similar document issued by Smoky Lake County pursuant to the Municipal Government Act or a Ticket" as defined in the Provincial Offences Procedure Act, R.S.A. 2000, c. P-34, as amended, and regulations thereunder.*

2.**41** "**Wildfire"** *means an unplanned fire not under the control of any person over lands that burns soil, grasses, shrub, trees and associated vegetative fuels in their natural or modified state, and does not include structural, vehicle or landfill fires.*

SECTION 3 FIRE CHIEF AND APPOINTMENT OF MEMBERS

3.**1** *The Fire Chief shall be appointed by Council.*

3.**2** *The Fire Chief shall be responsible to the Director of Planning and Community Services.*

3.**3** *The Council may appoint additional Members to the Fire Department, and in doing so consider the recommendations of the Fire Chief. These Members shall be supervised by the Fire Chief and the other Officers.*

3.**4** *The Fire Chief is the authority having jurisdiction for purposes of this Bylaw. The Fire Chief may delegate all or any of their authority under this Bylaw to a Deputy Fire Chief or Officer to carry out all Fire Protection activities and such other activities as Council directs including, but not limited to:*

- *3.4.1 Firefighting and Fire Suppression*
- *3.4.2 Rescue*
- *3.4.3 Emergency medical services, except ambulance services*
- *3.4.4 Pre-fire planning*
- *3.4.5 Disaster response*
- *3.4.6 Preventative patrols*
- *3.4.7 Public education activities*
- *3.4.8 Member training and other staff development*

3.**5** *The Fire Chief, or Incident Commander (IC) shall have control, direction, and management of any Fire Department Apparatus, Equipment, or personnel responding to an Incident and, where a Member is in charge, he or she may continue to act until relieved by an Officer authorized to do so.*

3.**6** *The Fire Chief, subject to the ratification by the Council by Bylaw, may*

establish rules, regulations, policies and committees necessary for the proper organization and administration of the Fire Department including, but not limited to:

3.6.1 Use, care and protection of Fire Department Property

3.6.2 Conduct and discipline of Officers and Members of the Fire Department

3.6.3 Efficient operation of the Fire Department

3.6.4 Training of Officers and Members of the Fire Department

*3.***7** *The Fire Chief, or the Member in charge, at an Incident may at his or her discretion establish boundaries or limits and keeps persons from entering the area within the prescribed boundaries or limits unless authorized to enter by the Fire Chief or Member-in-Charge.*

*3.***8** *The Fire Chief, or the Member in charge, at an Incident may request Enforcement Officers to enforce restrictions on persons entering within the boundaries of limits outlined in Section 3.7.*

*3.***9** *The Fire Chief, or the Member in charge, at an incident is empowered to enter to take all steps he or she deems necessary in order to directly or indirectly combat, control or deal with an Incident, including:*

3.9.1 Pass through or over buildings or Property adjacent to an Incident and to cause Members of the Fire Department and the Apparatus and Equipment of the Fire Department to enter or pass through or over the building or Property.

3.9.2 Cause a building, structure or thing to be pulled down, demolished or otherwise removed.

*3.***10** *The Fire Chief may obtain assistance from other officials of the Municipality as he or she deems necessary in order to discharge his or her duties and responsibilities under this Bylaw.*

*3.***11** *Regulations, rules or policies made pursuant to Section 3.6 of this Bylaw shall not be inconsistent with the legislation and regulations of the Province of Alberta.*

*3.***12** *The limits of the jurisdiction of the Fire Chief, Officers and Members of the Fire Department will extend to the area and boundaries of the Municipality and no part of the Fire Apparatus or Equipment shall be used beyond the limits of the jurisdiction without:*

3.12.1 The express authorization of a written contract or agreement providing for the supply of Fire Protection outside the Municipality's boundaries; or

3.12.2 The approval of Council.

SECTION 4 FIRE GUARDIANS APPOINTMENT AND POWERS

*4.***1** *Council has the authority to appoint Fire Guardians under the Forest and Prairie Protection Act, R.S.A. 2000 c F-19, and as amended from time to time.*

*4.***2** *The Fire Chief and Deputy Fire Chief is hereby designated as a Fire Guardian of Smoky Lake County and authorized to perform all or any of the*

duties of the Municipality as outlined in the Forest and Prairie Protection Act, R.S.A. 2000 c F-19, as amended from time to time. Any expenses incurred while fulfilling the duties of a Fire Guardian shall be borne by the Municipality.

*4.**3*** *Fire Guardians shall be appointed by Council by resolution.*

*4.**4*** *When a Fire Hazard Level Restriction is in place, Fire Guardian(s) shall NOT issue a Fire Permit nor any Fireworks Permits, from the date of issuance of the Fire Hazard Restriction Notice.*

*4.**5*** *Unless otherwise limited by the Fire Chief, Fire Guardians shall have the authority and power to:*

4.5.1 *Exercise all powers prescribed for Fire Guardians under the Forest and Prairie Protection Act, R.S.A. 2000 c F-19; and as amended from time to time.*

4.5.2 *Issue Fire Permits in accordance with this Bylaw and impose any conditions on the Permit that the Fire Guardian considers appropriate, in their sole discretion, given the nature of the fire and prevailing circumstances, location and environmental conditions.*

4.5.3 *Suspend or cancel a Fire Permit at any time; and refuse to issue a Fire Permit where, in the opinion of the Fire Guardian, there is a risk to the public in relation to the proposed fire.*

SECTION 5 POWERS OF FIRE MEMBERS

*5.**1*** *Each Member shall have the authority and power to:*

5.1.1 *Extinguish or control the Fire or the operations to preserve life and Property and enter onto any Property for the purpose of extinguishing or controlling the Fire.*

5.1.2 *Prevent interference with the efforts of persons engaged in the extinguishing of Fires or preventing the spread thereof by regulating the conduct of the public at or in the vicinity of any Fire.*

SECTION 6 POWERS OF OFFICERS

*6.**1*** *Each Officer shall have the authority and power to:*

6.1.1 *During an Incident, commandeer and authorize payment for the possession or use of any Equipment for the purpose of fighting the Fire, where that payment has been authorized pursuant to the budget for the Fire Department.*

SECTION 7 FIRE PERMITS

*7.**1*** *A Fire Permit shall be required from January 1st to December 31st of each year.*

*7.**2*** *An application for a Fire Permit for an Outdoor Fire or a Structure Fire or the lighting of fireworks shall be made to the Municipality in writing on the form adopted by the Municipality from time to time currently as prescribed under the Forest and Prairie Protection Act, R.S.A. 2000 c F-19 and regulations thereunder, the Officer shall receive and consider the application and after having done so, he or she may, in his or her absolute discretion, issue to the applicant a Fire Permit, in accordance with* **Policy Statement No. 02-05: Fire Permit Agreement.**

*7.**3*** *No Person or Occupant or Owner of a property shall light or cause to be lit a fire or allow any fire on land unless the Person holds a valid Fire Permit.*

*7.**4*** *Fire Permits are not required under this Bylaw for the following activities:*

7.4.1 *A fire in an Acceptable Burning Barrel; a Recreational Fire; a Smudge Fire; or a fire lit for religious or ceremonial purposes; in accordance to the safe practices outline in* **Policy Statement No. 02-05: Fire Permit Agreement.**

*7.**5*** *This Bylaw does not apply to:*

7.5.1 *An outdoor fire lit by Fire Protective Services for training or preventive control purposes.*

7.5.2 *An outdoor fire that is a flare stack used in the petroleum industry.*

7.5.3 *Fire confined to an incinerator regulated under the Environmental Protection and Enhancement Act, R.S.A. 2000, c.E-12 as amended from time to time.*

SECTION 8 FIREWORKS

*8.**1*** *No Person shall distribute, offer for sale, store, sell, use, discharge, fire or set off Fireworks within the Municipality unless they hold a valid Fireworks Permit*

*8.**2*** *An application for a Fireworks Permit shall be made on the form adopted by the Municipality in accordance with* **Policy Statement No. 02-22: Fireworks Permit Agreement.**

SECTION 9 FIRE HAZARD LEVELS

*9.**1*** *The Municipality has a four-tiered color-coded fire hazard level system (aligned with provincial levels) restricting activities that may cause wildfires in the Smoky Lake County. These are temporary measures brought in according to conditions. As fire danger levels rise or fall, these restrictions can be adjusted to reduce the likelihood of preventable wildfires.*

Fire Hazard Levels		**SCHEDULE "D"**	**SCHEDULE "E"**	**SCHEDULE "F"**
Activities √ = **Allowed** ⊗ = **NOT Allowed**	**No Restrictions** 	**Fire Advisory** 	**Fire Restriction** 	**Fire Ban** 
Fire Permits	√	√	⊗	⊗
Recreational fire pits without a screen	√	√	⊗	⊗
Fireworks	√	√	⊗	⊗
Screened fire pits	√	√	√	⊗
Charcoal briquette BBQ (including pellet burning)	√	√	√	⊗
Propane/gas BBQ	√	√	√	√
Propane/gas fire pit	√	√	√	√

*9.**2*** *During times of high wildfire hazard, the Municipality will issue an Off-Highway Vehicle (OHV) restriction. This is a temporary measure in place to mitigate the risk of human-caused wildfires when the hazards is high. The Municipality has an* **Off-Highway Vehicle Control Bylaw** *for regulating the*

operations of Off-Highway Vehicles in Smoky Lake County.

Off-Highway Vehicle Restriction (OHV)	**SCHEDULE "G"**
An off-highway vehicle (OHV) restriction prohibits the use of OHVs	

*9.***3** **Factors considered for implementing a <u>Fire Hazard Level</u>:**

9.3.1 Information obtained from the Alberta Government,

9.3.2 Sustainable Resources Development updates.

9.3.3 Fire Weather Index: daily observation of temperature, relative humidity, precipitation and wind direction and speed.

*9.***4** *An order to issue a Fire Hazard Level made under this Bylaw will be communicated as a Notice by completing the appropriate Fire Hazard Level Schedule and notifying the public as follows:*

9.4.1 Smoky Lake County will advise Bonnyville Regional Fire Authority by completing and submitting the appropriate Fire Hazard Level Schedule.

9.4.2 Council will be notified by email.

9.4.3 Fire Departments will be notified by an email sent to the Fire Chiefs and the municipalities .

9.4.4 Posted on the County Website, and on any social media used by the County.

9.4.5 Posted on albertafirebans.ca – Website.

9.4.6 Fire Permit Holders notified when Fire Restriction and Fire Ban are issued.

9.4.7 Signage of Fire Hazard Level posted at County boundaries along the highway and at the lake and campgrounds entrances within Smoky Lake County.

9.4.8 R.C.M.P. – Local Detachment notified by email.

9.4.9 N.E Muni-Corr Iron Horse Trail by email.

9.4.10 Provincial Parks by email.

*9.***5** *The Fire Chief may, from time to time, prohibit all fires within Smoky Lake County or a portion of the Municipality when the Fire Chief, in his sole discretion, determines that the prevailing Fire Hazard environmental conditions may give rise to an increased risk of fire or increased risk of a fire running out of control.*

*9.***6** *Notice of a Fire Hazard Level imposed pursuant to this Bylaw shall remain in force until either the date provided in the Schedule Notice of the Fire Hazard Level or until such time the Fire Chief provides notice to the public that the Fire Hazard Level Notice is no longer in effect.*

*9.***7** *The Fire Chief may implement and/or remove a Fire Hazard Level and the Fire Chief, and the Chief Administrative Officer shall jointly implement a Fire Hazard Level Notice of the Fire Ban, as conditions dictate or until such time the Fire Chief provides notice to the public that the Fire Ban is no longer in effect.*

SECTION 10 <u>FIRE PROTECTION CHARGES</u>

*10.***1** *Upon providing Fire Protection on Property within the Municipality's boundaries for Insurable and Negligent Fires, the Municipality will send an*

invoice for Fire Protection charges to:

10.1.1 *the person causing or contributing to the Fire; or*

10.1.2 *the owner or occupant of the Property.*

10.1.3 *maximum fire suppression charges: $15,000.00*

Subject to the Fire Chief and Chief Administrative Officer shall determine when Fire Protection charges are to be levied for fire response as per **Schedule "A": Fire Protection Charges.**

*10.***2** *A Fire Protection Charge shall be paid within sixty (60) days of being levied.*

*10.***3** *Collection of unpaid Fire Protection Charges may be undertaken by civil action in a court of competent jurisdiction, and any civil action does not invalidate any lien which the Municipality is entitled to on the Property in respect of which the indebtedness is incurred.*

*10.***4** *The owner of a parcel to which Fire Protection is provided is liable for Fire Protection Charges incurred, and the Municipality may add to the tax roll of a parcel of land all unpaid Fire Protection Charges.*

*10.***5** *Charges for incidents involving a motor vehicle, or motor vehicles, on provincial highways, as well as fires on the provincial right-of-way's may be charged to Alberta Transportation at the hourly rate set from time to time by Alberta Transportation.*

*10.***6** *Charges for incidents involving a motor vehicle or motor vehicles within the Municipality other than on a primary highway may be charged to the insurance company that has an insurance policy covering the motor vehicle or motor vehicles.*

SECTION 11 ENFORCEMENT

*11.***1** *Where Property does not comply with this Bylaw or a person contravenes this Bylaw, the Municipality may pursue its enforcement alternatives in accordance with any Act, or common law right, including issuance of an order to remedy contraventions, remedying interventions by the Municipality, adding amounts to the tax roll, and pursuing injunctions pursuant to the Municipal Government Act Section 553.*

SECTION 12 OFFENCES

*12.***1** *No person shall:*

12.1.1 Impede, obstruct or hinder a Member of the Fire Department, or other person assisting or acting under the direction of the Fire Chief or the Member in charge at any Incident.

12.1.2 Damage or destroying Fire Department Apparatus or Equipment.

12.1.3 At an Incident, drive a vehicle over any Apparatus or Equipment without permission of the Fire Chief or the Member in charge.

12.1.4 At an Incident, enter the boundaries or limits of an area prescribed unless he or she has been authorized to enter by the Fire Chief or the Member in charge.

12.1.5 Falsely represent themselves as a Member or wear or display any Fire Department badge, cap, button, insignia, or other paraphernalia for the purpose of such false representation.

12.1.6 Obstruct or otherwise interfere with access roads or streets or other

approaches to any Fire alarm, fire hydrant, cistern or body of water designated for fire-fighting purposes or any connections provided to a fire main, pipe, standpipe, sprinkler system, cistern, or other body of water designated for fire -fighting purposes.

12.1.7 Light any Fire including an Outdoor Fire or Structure Fire unless that person is the holder of a valid Fire Permit unless:

12.1.7.1 the Fire is an Incinerator Fire.

12.1.7.2 the Fire is a Smudge Fire.

12.1.7.3 the Fire has been set by a Member for the purpose of training Members.

12.1.7.4 the Fire is a Recreational Fire.

12.1.7.5 the Fire is a Contained Fire.

12.1.8 Failure to adhere to the conditions stated in the Fire Permit Agreement: e.g. number of burning piles allowed

12.1.9 Either directly, or indirectly, personally or through an agent, servant, or employee kindle a Fire or let it become a Running Fire or Wildfire on any land not his or her own Property or allow Running Fire or Wildfire to pass from his or her own Property to the Property of another.

12.1.10 Light a Fire without first taking sufficient precautions to ensure that the Fire can be kept under control at all times.

12.1.11 Light a Fire when the weather conditions are conducive to creating a Running Fire or Wildfire.

12.1.12 Fail to take reasonable steps to control a Fire for the purpose of preventing it from becoming a Running Fire or Wildfire or from spreading onto Property other than his or her own.

12.1.13 Light fireworks when and/or where prohibited.

12.1.14 Deposit, discard, or leave any burning matter or substance where it might ignite other materials and cause a Fire.

12.1.15 Conduct any activity that involves the use of Fire that might reasonably be expected to cause a Fire unless that person exercises reasonable care to prevent the Fire from occurring.

12.1.16 Knowingly make a false statement in a Fire Permit application.

12.1.17 Use a Fire to burn:

12.1.17.1 manure.

12.1.17.2 livestock or other animal carcasses.

12.1.17.3 material that will result in the production of dense black smoke, including insulation from electrical wiring or equipment, asphalt roofing materials, hydrocarbons, plastics, or other materials or creosoted wood.

12.1.17.4 herbicides, pesticides or other toxic materials or substances.

12.1.18 Conduct any activity that involves the use of a Fire, where smoke from the Fire will impede visibility of the vehicular traffic and pedestrian traffic on any Highway as defined in the Traffic Safety Act R.S.A. 2000 c. T-6.

12.1.19 Light a Fire or burn any material contrary to federal, provincial, or

municipal legislation or regulations.

12.1.20 Use a Fire to burn all normal waste which results from the operation of a household or commercial business or occupation and shall include without restricting the foregoing, paper, rags, lawn and hedge clippings, packaging materials, and waste from the preparation of food unless the same is burned pursuant to the terms of a Permit, or within an Incinerator.

SECTION 13 PENALTIES

Except as otherwise provided herein,

*13.**1*** *Any person who:*

13.1.1 *violates any provision of this Bylaw.*

13.1.2 *suffers or permits any act or thing to be done in contravention of or in violation of any provision of this Bylaw.*

13.1.3 *neglects to do or refrains from doing anything required to be done by the provisions of this Bylaw; or*

13.1.4 *does any act or thing or omits any act or thing, thus violating any provisions of this Bylaw; is guilty of an offence under this Bylaw.*

*13.**2*** *Every person who contravenes any provision of this bylaw, as enumerated in* **Schedule "B": Penalty Fees** *herein, is guilty of an offence and shall be liable upon summary conviction to the penalty specified therein for such offence.*

*13.**3*** *The penalty shall be paid within thirty (30) days of the issuance of the Violation.*

*13.**4*** *No person found guilty of an offence pursuant to this Bylaw shall be liable to imprisonment.*

SECTION 14 VIOLATION(S)

*14.**1*** *A notice of form commonly called an Offence Notice / Summons / or Violation Tag having printed wording approved by the Municipality, may be issued by Enforcement Officer to any person alleged to have contravened any provisions of this bylaw, and the said notice shall require the payment to such official in the amount specified in this bylaw, as amended, or the regulations pursuant to the Provincial Offences Procedure Act, (Alberta), as amended.*

*14.**2*** *A Violation shall be deemed to be sufficiently served:*

14.2.1 *if served personally on the accused; or*

14.2.2 *if mailed to the address of the registered person or to the person concerned in respect of which the offence is alleged to have been committed.*

SECTION 15 NOTICE

*15.**1*** *Any notice provided for in this Bylaw shall be in writing.*

*15.**2*** *Service of any notice provided for in this Bylaw may be made as follows:*

15.2.1 *personally, upon the person to be served, or*

15.2.2 *by mailing the copy to the person to be served by registered mail or certified mail to the last known post office address of the person to be served, and service shall be deemed to be effected at the time the copy is delivered by an official of the post office to the person to be served or to any person receiving it on his or her*

behalf.

15.2.3 where the Property is not occupied, by mailing the notice by registered mail or certified mail to the mailing address noted on the Municipality's tax roll for that Property, and service shall be deemed to be affected at the time the copy is delivered by an official of the post office to the person to be service or to any person receiving it on his or her behalf; or

15.2.4 as directed by the Court.

SECTION 16 APPEAL

*16.***1** *A person who considers himself aggrieved by a written order or invoice given pursuant to this Bylaw may appeal the same to the Council, in accordance with* **Schedule "C": Appeal Notice.**

SECTION 17 INTERFERENCE WITH DUTIES

*17.***1** *No person shall obstruct the Administration, Fire Chief, Member, Municipal Representative, or Officer from performing his or her duties under this Bylaw.*

SECTION 18 SEVERABILITY

*18.***1** *Should any section or part of this Bylaw be found to be improperly enacted or ultra vires, for any reason, then such section or part shall be regarded as being severable from the Bylaw and the Bylaw remaining after such severance shall be effective and enforceable.*

SECTION 19 REPEAL

*19.***1** *That* **Bylaw No. 1487-25** *known as the "Fire Protective Services Bylaw" and is hereby repealed.*

SECTION 20 EFFECTIVE DATE

*20.***1** *This Bylaw shall come into force and effect on the final date of passing thereof*

Read a First time this ___ day of _____, 2026.

Read a Second time this ____ day of _____, 2026.

Read a Third and Final time this ____ day of _____, 2026 and finally passed.

_____
REEVE

_____
CHIEF ADMINISTRATIVE OFFICER

Schedule "A"

Fire Protection Charges

1. *In consideration of all circumstances surrounding an Insurable or Negligent Fire, The County administration shall charge rural residents the following fees for fire calls:*

   Property and/or Vehicle Fires: **$400.00** *per hour per Fire Apparatus.*

   Maximum charge of $15,000.00

2. *Smoky Lake County will provide fire protection services assistance for neighboring jurisdictions that have entered into a* **Mutual Fire Aid Agreement.**

   The following fees for fire services shall apply:

   Fire Apparatus: *Hourly rates will be negotiated by the Mutual Fire Aid Agreement partners.*

   Construction Equipment: *cost will be based at the current Alberta Road Builders & Heavy Construction Rates. www.ARHCA.AB.CA*

3. *Smoky Lake County will provide fire protection services assistance for incidents involving a motor vehicle, or motor vehicles, on a Provincial highways, as well as fires on provincial rights-of-way may be charged to Alberta Transportation at current rates determined by Alberta Transportations:*

Type of Apparatus	Description
Ladder and Pumper Trucks	▪ *Includes equipment costs, labor, and all materials.* ▪ *These are specialized pieces of equipment specifically designed and built to fight fires*
Light and Medium Vehicles	▪ *Used to transport manpower and equipment not covered under the rate for ladder and pumper trucks.* ▪ *Rescue vehicles must meet the equipment requirements listed in Section 4, particularly Table 4.2.2, of NFPA 1901.* ▪ *Light Rescue vehicles are permanently rigged and equipped to do basic rescue tasks using hand and basic extrication tools and medical aid equipment.* ▪ *Medium rescue vehicles carry more equipment to handle regularly occurring rescue tasks plus specialized rescue equipment for at one rescue specialty*
Command Vehicles	▪ *Vehicles to transport manpower to the incidents*

4. *Smoky Lake County will not respond to* **Mutual Fire Aid** *requests unless an agreement is executed with Smoky Lake County. The fee and costs for fire services shall be the same as established within the Mutual Fire Aid Agreement.*

Schedule "B"

Penalty Fees

SECTION	VIOLATION	PENALTY
12.1.1	Obstruct member of Fire Department	$ 500.00

12.1.2	Damage Fire Department Apparatus or Equipment	$500.00 + Repair /Replace Costs
12.1.3	Drive over equipment	$ 100.00 + Repair /Replace Costs
12.1.4	Enter restricted area	$ 500.00
12.1.5	Falsely representing Fire Department member	$ 500.00
12.1.7	Lighting a fire without a permit Lighting a fire during a fire ban	$ 500.00 $ 1,000.00
12.1.8	Failure to adhere to the conditions of the permit	$ 500.00
12.1.9	Running fire or wildfire to occur on property	$ 500.00
12.1.10	Failing to control a fire	$ 500.00
12.1.13	Lighting of fireworks when/where prohibited	$ 500.00
12.1.18	Impeded visibility of the vehicular traffic and pedestrian traffic on Highway	$500.00 + Traffic Control
12.1.20	Use fire to burn refuse other than in an incinerator	$ 500.00
Breach of any of the provisions of this Bylaw not specified in this Schedule.		Not less than $ 100.00 Not more than $ 2,500.00

Schedule "C"

APPEAL NOTICE

APPEAL NOTICE

If you want to appeal the Directive you must serve this Appeal Notice by

mailing or delivering it to the SMOKY LAKE COUNTY within 30 days after the Directive was served on you.

DATED: _____

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

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

_____
Property Address

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 filed WITHIN THE 30 DAY PERIOD will be heard by the SMOKY LAKE COUNTY COUNCIL.**

You will be notified in writing of the date of the hearing.

SCHEDULE "D"

Fire Hazard Level

FIRE ADVISORY NOTICE

SMOKY LAKE COUNTY is:

☐ **UP-GRADING**

☐ **DOWN-GRADING**

the current Fire Restriction to FIRE ADVISORY



A Fire Advisory is an indication that the fire danger rating has increased.

IN EFFECT

Due to extreme fire hazard conditions, Smoky Lake County hereby orders:

□ **Fire Advisory In Effect.**

_____, _____
Time **Date**

□ **Fire Advisory Removed.**

_____, _____
Time **Date**

Activity	Restriction Level
Fire Permits	■ *Will be issued for essential burning only.* ■ *Inspection prior to Approval.*
Fireworks	■ *Permits issued on a case-by-case basis*
Off-Highway Vehicles *(OHV)*	■ *OHV can start wildfires. Please check your OHV frequently to ensure hotspots are free of debris and that mufflers and spark arrestors are functioning properly.*
Burning Barrels	■ *Permitted if they are well--maintained and in good working condition:* ► *Covered with a mesh screen with opening no larger than 6mm (1/4").* ► *Barrels must be placed at least 100 feet away from any structures or standing timber.* ► *A 10-foot non-combustible perimeter around the barrel in maintained.*
Recreational Fire Pits: *Campfire - without a screen* **Fire Pits** - *screened*	■ *Remain cautious when burning or having a fire and never leave a campfire pit unattended.* ■ *Ensure the fire is completely extinguished.* *Soak It, Stir It, Soak It Again.* *Repeat if necessary. Ashes should be cool to touch.*
Barbeque – Charcoal briquette	*Allowed*
Propane / Natural Gas BBQ	*Allowed*

For further information, please contact Smoky Lake County at 780-656-3730.

SIGNATURES:

FIRE CHIEF: _____	**DATE:** _____ _____

SCHEDULE "E"

Fire Hazard Level

FIRE RESTRICTION NOTICE

SMOKY LAKE COUNTY is:

TO FIRE RESTRICTION

☐ **UP-GRADING**

☐ **DOWN-GRADING**



A Fire Restriction is an indication that the fire danger rating has increased to issued Notice for the purpose of fire prevention and cessation of Fire.

IN EFFECT

Due to extreme fire hazard conditions, Smoky Lake County hereby orders:

☐ **Fire Restriction In Effect.**

_____, _____
Time **Date**

☐ **Fire Restriction Removed.**

_____, _____
Time **Date**

Activity	Restriction Level
Fire Permits	■ *NOT allowed.* ■ *No fire permits will be issued for burning brush, bales, garden or yard debris.*
Fireworks	■ *NOT allowed.*
Off-Highway Vehicles *(OHV)*	■ *Allowed – remember OHV can start wildfires.*
Burning Barrels / Incinerators	■ *Permitted if they are well-maintained and in good working condition:* ► *Covered with a mesh screen with opening no larger than 6mm (1/4").* ► *Barrels must be placed at least 100 feet away from any structures or standing timber.* ► *A 10-foot non-combustible perimeter around the barrel in maintained.*
Recreational Fire Pits: *Campfire - without a screen*	■ *NOT allowed.*
Fire Pits: *Campfires - screened*	■ *Allowed - In an approved fire pit only.* ► *An approved fire receptable is a fire pit constructed of non-combustible materials and have a metal mesh screen.*
Barbeque – Charcoal briquette	*Allowed*
Propane / Natural Gas BBQ	*Allowed*

Recovery of Firefighting Costs:
In accordance with the County's *Fire Protection Services Bylaw*, any costs incurred by Smoky Lake County Fire Departments in responding to extinguish fires may be charged to the landowner or permit holder.

Smoky Lake County urges everyone to use extreme caution when working or driving in grassy areas, be mindful of hot exhaust and keep vehicles clean and free of debris as smoldering debris can fall off and start fires.

Be fire smart: remain cautious when burning or having a fire. Ensure the fire is completely extinguished. Soak it, stir it, soak it again. Repeat as necessary. Ashes should be cool to touch.

For further information please contact Smoky Lake County at 780-656-3730

SIGNATURES:

FIRE CHIEF: _____ **DATE:** _____ _____

SCHEDULE "F"

Fire Hazard Level

FIRE BAN NOTICE

SMOKY LAKE COUNTY upgrading the current fire restriction to a full

FIRE BAN due to extreme wildfire risk in the area.

Go to www.albertafirebans.ca **for current fire ban information**



A Fire Ban order issued is an indication that the fire danger rating is at an extreme wildfire risk in the area

IN EFFECT

Due to extreme fire hazard conditions, Smoky Lake County hereby orders:

□ **Fire Ban In Effect.**

_____, _____
Time **Date**

□ **Fire Ban Removed.**

_____, _____
Time **Date**

Activity	Restriction Level
Fire Permits	■ *Prohibited* ■ *No fire permits will be issued* ■ *All previously issued fire permits are hereby Cancelled until further notice.*
Fireworks	■ *Prohibited*
Off-Highway Vehicles *(OHV)*	■ *Prohibited*
Burning Barrels / Incinerators	■ *Prohibited*
Recreational Fire Pits: *Campfire - without a screen*	■ *Prohibited*
Fire Pits: *Campfires - screened*	■ *Prohibited*
Barbeque – Charcoal briquette	■ *Prohibited*
Propane / Natural Gas Stoves	*Allowed:* • *CSA-approved or UL-certified gas/propane barbecues, stoves, and heaters* • *CSA-approved or UL-certified propane or gas firepits/rings*

A person who sets a fire during this ban may be fined up to a $1,000.00 and will be responsible for the costs of extinguishing a fire pursuant to the Smoky Lake County Bylaw No. 1487-25: Fire Protection Services.

For further information, please contact Smoky Lake County at 780-656-3730.

THIS FIRE BAN WILL STAY IN EFFECT

UNTIL FIRE HAZARD CONDITIONS IMPROVE SIGNIFICANTLY

SIGNATURES:

CHIEF ADMINISTRATIVE OFFICER : _____	**DATE:** _____
FIRE CHIEF: _____	**DATE:** _____ _____

SCHEDULE "G"

Fire Hazard Level

OFF-HIGHWAY VEHICLE (OHV) RESTRICTION NOTICE

SMOKY LAKE COUNTY: Off-Highway Vehicle Control Bylaw

For regulating the operations of Off-Highway Vehicles in the Municipality.



Off-Highway Vehicle (OHV) Restriction issued an order to mitigate the risk of human-caused wildfires

IN EFFECT

Due to extreme fire hazard conditions, Smoky Lake County hereby orders:

☐ **Off-Highway Vehicle (OHV) Restriction In Effect.**

_____, _____
Time **Date**

☐ **Off-Highway Vehicle (OHV) Restriction Removed.**

_____, _____
Time **Date**

Activity	Restriction Level
Off Highway Vehicle (OHV) Restriction *Based on the fire risk assessment may prohibit the use of OHVs during a Fire Restriction* **AND** *Prohibits the use of OHVs during a* **Fire Ban**	*No person shall operate an Off-Highway Vehicle on Municipal Property, Highways, Permitted Use Areas, or trails within Smoky Lake County in accordance with Smoky Lake County "Off-Highway Vehicle (OHV) Control Bylaw*

The Off-Highway Vehicle (OHV) Restriction will remain in effect until fire hazard conditions have significantly improved.

For further information, please contact Smoky Lake County at 780-656-3730.

SIGNATURES:

CHIEF ADMINISTRATIVE OFFICER : _____	**DATE:** _____
FIRE CHIEF: _____	**DATE:** _____ _____

Request for Decision (RFD)

Meeting Date: Thursday, June 25, 2026 **Agenda Item: # 7.5**
Topic: Vegetation Management Plan Policy 62-15-04
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:
Not Applicable

Alternatives:
1. That Council accepts the RFD as information.

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

Request for Decision (RFD)

Legislation:

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

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: _____

Smoky Lake County Policy

Title:	**Vegetation Management Policy**		
		Policy #	Version
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.

DRAFT

- 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": Vegetation Management Release 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 Request Program. When 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 "A": Vegetation Management Release 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 by filing a "Occupant Authorization Release".

	Date	Council Resolution #	Version
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

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.

Policy Statement and Guidelines:

1. Operational Guidelines:

1.1 The Agricultural Fieldman must be a certified pesticide applicator and sprayer operators must be authorized assistants as a minimum.

1.2 Sprayer operators must follow all legislative requirements and all relevant acts and laws.

1.3 All areas of the Vegetation Management policy fall under the discretion of the Agricultural Fieldman.

1.4 Applicators must keep accurate spray records as follows:

1.4.1 Name of unwanted vegetation for which herbicide was applied.

1.4.2 Date of application and dimensions of application area.

1.4.3 Exact location.

1.4.4 Trade name of herbicide and PCP registration number.

1.4.5 Application rate and amount of herbicide used.

1.4.6 Temperature, wind speed, and wind direction at the time of application.

1.4.7 Method of application.

1.4.8 Applicators name.

1.4.9 Records must be kept for a minimum three (3) years.

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.

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.**

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.

Policy Statement and Guidelines:

6.3 Proper signage must be displayed where applicable.

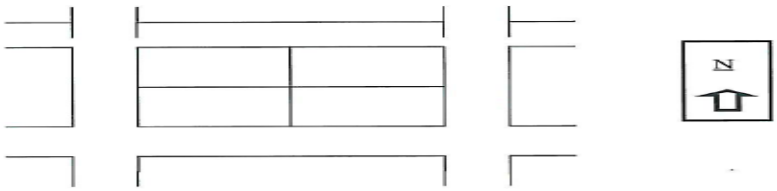
6.4 Other spraying operations can take place at the discretion of the Agricultural Fieldman; e.g. Spraying around shop, spraying around office, spraying around gas dept. meter station etc.).

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:** **¼ _____ SECTION: _____ TOWNSHIP: _____ RANGE: _____ W4M** **¼ _____ SECTION: _____ TOWNSHIP: _____ RANGE: _____ W4M** **¼ _____ SECTION: _____ TOWNSHIP: _____ RANGE: _____ W4M** 
PERMISSION	**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 Herbicides.** **List and rate of Herbicides to be used:** **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).**

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

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

REVERSE FENCELINE SPRAY PROGRAM APPLICATION FORM

SCHEDULE "B"

Date: _____

I, _____ □ Owner □ Lessee
APPLICANT NAME

ADDRESS:

_____

TELEPHONE NUMBER: _____

FAX NUMBER: _____

DO HEREBY apply for the Reversse Fenceline 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:

¼ _____ SECTION: _____ TOWNSHIP: _____ RANGE: _____ W4M

¼ _____ SECTION: _____ TOWNSHIP: _____ RANGE: _____ W4M

¼ _____ 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: _____
SIGNATURE OF LESSEE: _____	DATE: _____ _____

VEGETATION MANAGEMENT RELEASE

OFFICE USE ONLY

Case #: _____

_____ Initial

Fence Line Agreement

I hereby grant permission for Smoky Lake County to control regulated weeds by applying residual herbicide, mowing, or by other methods **within the perimeter of the listed property**, including the fenceline and headlands, and adjacent Municipal right-of-way.

_____ Initial

Private Land Agreement

I hereby grant permission for Smoky Lake County to control regulated weeds to a maximum area of one acre, by applying residual herbicide, mowing, or by other methods **within the listed property**.

_____ Initial

Brush Control Agreement

I hereby grant permission for Smoky Lake County to control brush, by applying residual herbicide, mowing, or by other methods, **adjacent to County infrastructure of the listed property**.

I hereby declare by signing this form that I understand that vegetation management will be conducted only if time and weather conditions permit, with the knowledge that priority is always given to the County's road right-of-way program. Services outlined in this agreement shall not be billable. This signed agreement shall include permission for Smoky Lake County to enter the listed property for the purpose of performing such related work.

I understand that herbicides may be applied for the purpose of this request. I understand herbicides applied to contain low toxicity and that the residual effects may restrict the growth of certain plants and crops for several years. I hereby declare that I understand the effects, and I agree to save harmless and indemnify Smoky Lake County, its employees and agents, from and against all actions, suits, claims and demands arising in any manner whatsoever from activities associated with said vegetation control work.

I understand that brush control will only be completed when it impedes County infrastructure such as sightlines or drainage.

I understand that amendments to land ownership or occupancy must be reported to the County. Amendments discovered by the County will render this agreement thereto null and void.

DRAFT

4612 McDougall Drive, Smoky Lake, AB T0A 3C0 | sdutrisac@smokylakecounty.ab.ca | tel: 780. 656-3730 fax: 780-656-3768

The property I wish to have maintained:

LEGAL: _____-_____-_____-_____-_W4_ If applicable, SUBDIVISION (LOT: _____ BLOCK: _____ PLAN: _____)
Quarter Section Township Range Meridian

NOTES: _____
i.e. Property access, area of concern, etc.

_____ _____
Landowner Name (Print) Date

X_____ _____
Signature of Landowner / Registered Occupant Mailing Address

_____ _____
Smoky Lake County Approval Telephone Email

DRAFT

The personal information requested on this form is collected under the authority of Section 4(c) of the Protection of Privacy Act (POPA) for the purpose of planning, administering, evaluating, and delivering municipal programs and services. The information will be only used for the purpose for which it was collected. For further information about the collection and use of this information please contact the Manager of Agricultural Services and/or Privacy Officer by email privacyofficer@smokylakecounty.ab.ca call 780-656-3730.

OCCUPANT AUTHORIZATION RELEASE

OFFICE USE ONLY
Case #:

_____
Initial

Release of Information Agreement

I hereby grant permission for Smoky Lake County to release copies of weed and pest related notifications to the registered occupant listed below for the sole purpose of expediting weed control on said land.

I understand that control of a Pest, control of Noxious weeds, and eradication of Prohibited Noxious weeds on the land is the responsibility of the registered landowner, unless otherwise specified within a legally binding agreement for rental or lease of said land.

I understand that Smoky Lake County is obliged to ensure that Prohibited Noxious weeds are *eradicated*, Noxious weeds are *controlled, and Pests are controlled* as required by the *Weed Control Act* of Alberta (S.A. 2008 /W-5.1), the *Weed Control Regulation* (19/2010), the *Agricultural Pest Act* (R.S.A. 2000 /A-8), and the *Pest and Nuisance Regulation* (184/2001) including any amendments or successor legislation thereto.

_____
Initial

Authorization for VEGETATION MANAGEMENT RELEASE

I hereby grant permission for the registered occupant listed below to enter into an agreement of said land with Smoky Lake County, for the sole purpose of authorizing County employees or agents to expedite the control of Noxious weeds and the eradication of Prohibited Noxious weeds on said land, which may include the application of residual herbicides.

I agree to save harmless and indemnify Smoky Lake County, its employees and agents, from and against all actions, claims, suits, and demands arising in any manner whatsoever from any activities associated with vegetation management on said land. Execution of this authorization constitutes the entire agreement between parties, and no other warranties are given or implied.

I hereby declare by signing this form that I am the registered owner of the land described herein and that I have legal authority to
exercise control over said land, under the *Land Titles Act of Alberta*.

I declare that I have entered into a private agreement authorizing rental or lease of said land to the registered occupant listed below.

DRAFT

4612 McDougall Drive, Smoky Lake, AB T0A 3C0 | sdutrisac@smokylakecounty.ab.ca | tel: 780. 656-3730 fax: 780-656-3768

I understand that amendments to land ownership or occupancy must be reported to the County. Amendments discovered by the County will render this agreement thereto, null and void.

The property I wish to have maintained:

LEGAL: _____-_____-_____-_____-_W4_ If applicable, SUBDIVISION (LOT: _____ BLOCK: _____ PLAN: _____)
Quarter Section Township Range Meridian

NOTES: _____
i.e. Property access, area of concern, etc.

_____ _____
Landowner Name (Print) Date

X_____ _____
Signature of Landowner / Registered Occupant Mailing Address

_____ _____
Smoky Lake County Approval Telephone Email

DRAFT

The personal information requested on this form is collected under the authority of Section 4(c) of the Protection of Privacy Act (POPA) for the purpose of planning, administering, evaluating, and delivering municipal programs and services. The information will be only used for the purpose for which it was collected. For further information about the collection and use of this information please contact the Manager of Agricultural Services and/or Privacy Officer by email privacyofficer@smokylakecounty.ab.ca call 780-656-3730.

Request for Decision (RFD)

Meeting Date: June 25, 2026 **Agenda Item: # 7.6**
Topic: Atco Electric LED Conversion Program
Presented By: Dave Franchuk

Recommendation:
#1. Smoky Lake County enter into agreement with ATCO Electric for the LED Conversion program.

#2. Smoky Lake County take no action.

(Councils Discretion)

Background: On May 25, 2026 Regular Council Meeting, ATCO Electric was invited as a delegation to inform Council of the ATCO Electric LED Streetlights program. Administration Has placed this issue on today's agenda for questions, concerns and direction.

Benefits: Modernize Smoky Lake County's street lighting throughout the County

Disadvantages:

Alternatives Consider the new technology of Battery operated street lighting.

Financial Implications: No Capital funds required, but increase in service costs.

Legislation:

Intergovernmental:

Strategic Alignment: #1 Regional Collaboration & Modernization
2 Asset Management and Infrastructure

Enclosure(s): A copy of the delegation package and Streetlight Extract for Smoky Lake County.

Signature of the CAO: _____

B Utilities Commission web

ATCO Energy Systems

LED Streetlights

What is the LED Conversion Multiplier?



WHAT IS THE LED CONVERSION MULTIPLIER?

LED CONVERSION MULITPLIER

LED Conversion Bill Adjustment	=	$\frac{\text{LED Conversion Cost – LED Maintenance Cost Savings}}{\text{Rate D61B Distribution Charge}}$
Where:		
D61B Fixture Charges	=	$1.125/fixture/day * 365 days * 1 fixture
	=	$410.63
LED Capital Conversion Cost	=	$\frac{\text{Annualized conversion costs for all fixtures qualifying for LED conversion}}{\text{\# of qualifying fixtures}}$
	=	$\frac{\sim\$1,031,000 / yr}{20,379 \text{ Fixtures}}$ = $50.60 per fixture per year
LED Maintenance Savings	=	$\frac{\text{Annualized cost savings for all fixtures qualifying for LED conversion}}{\text{\# of qualifying fixtures}}$
	=	$\frac{\sim\$398,000 / yr}{20,379 \text{ Fixtures}}$ = $19.51 per fixture per year
Therefore:		
LED Conversion Multiplier	=	$\frac{\$50.60 - \$19.51}{\$410.63}$ = 7.57%
* Numbers above might vary due to rounding		

ATCO's calculation is based on the eligible 20,379 HPS D61B fixtures to be converted to LED technology.

WHAT IS THE LED CONVERSION MULTIPLIER?

STREET LIGHT INVENTORY AVAILABLE FOR CONVERSION

HPS W	LED W	Invested Street Lights
100	38	59
150	73	11
Total Streetlight Available for Conversion		**70**

HPS W	LED W	HPS $	LED $	Difference per Light $	# of Lights	Totals $
100	38	$504.52	$477.39	($27.13)	59	($1,600.67)
150	73	$551.47	$510.25	($41.22)	11	($453.42)
				Total Difference		($2,054.09)

The estimated billing impact is based on the RoLR

BENEFITS OF LED TECHNOLOGY

- Reduced Energy Consumption
- Reduced Maintenance Costs
- Increased Fixture Lifespan
- Improved Lighting Quality

WHAT IS THE LED CONVERSION MULTIPLIER?

QUESTIONS



ATCO Energy Systems

Invested vs Non-Invested Streetlights



STREETLIGHT INVENTORY

Smoky Lake County

STREETLIGHT RATE	NUMBER OF STREETLIGHTS
INVESTED RATE	60
NON-INVESTED RATE	29
TOTAL NUMBER OF STREETLIGHTS	**89**

INVESTED STREETLIGHTS (61B)

- For lighting fixtures installed, owned and maintained by ATCO
- The customer is responsible for the full installation cost
- ATCO is responsible for the full cost of replacement and maintenance
- The community receives Company investment, as per the AUC approved investment rate



INVESTED VS NON-INVESTED STREETLIGHTS

CURRENTLY MONTHLY RATES PER LIGHT

Wattage	Invested Option 61B	Non-Invested Option 61E
100W HPS	$37.65	$21.63
150W HPS	$39.37	$23.32
250W HPS	$42.81	$26.72
38W LED	$35.52	$19.53
73W LED	$36.73	$20.71
106W LED	$37.86	$21.84
143W LED	$39.13	$23.09
161W LED	$39.75	$23.70

REVIEW

Smoky Lake County has 29 Non-Invested 61E Streetlights

- Approx. $652.30 / month in distribution charges
- Approx. $8,000 in future replacement costs (per light)

Future state of all Invested 61B Streetlights

- Approx. $1,112.32 / month in distribution charges
- An investment provided to the Smoky Lake County of $29,087.00
- No future capital replacement cost
- Available Multiplier rate option to convert HPS lights to LED technology

Street light Extract for SLC.

Price	Service	Premise Address (Formatted)	Site ID	Map Nbr	Site Customer	
61BT	100W HPS Street Co Invested	SW 21 60 12 4 L2 B4 GARNER LAKE AB	0010000007528	274803	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61BT	44W LED Street Co Invested	4918 51 ST BELLIS AB	0010000137527	625044	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61BT	44W LED Street Co Invested	LITE 4934 51 ST BELLIS AB	0010000137531	625047	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61BT	35W LED Street Co Invested	LITE 5023 49 ST SPEDDEN AB	0010000138044	733419	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61BT	100W HPS Street Co Invested	NW 34 59 13 4 BONNIE LAKE AB	0010002345562	287232	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61BT	100W HPS Street Co Invested	LITE 4905 50 AVE BELLIS AB	0010003754224	625006	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61BT	37W LED Street Co Invested	SW 34 59 13 4 L15 B7 AB	0010003837655		SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61BT	37W LED Street Co Invested	SW 34 59 14 4 L20 B7 LIGHT AB	0010009054228		SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61BT	100W HPS Street Co Invested	SW 21 60 12 4 L20 B4 GARNER LAKE AB	0010009540954	274816	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61BT	37W LED Street Co Invested	SW 34 59 13 4 L5 B7 AB	0010011030440		SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61BT	100W HPS Street Co Invested	SW 21 60 12 4 L32 B4 GARNER LAKE AB	0010013026574	364956	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61ET	180W LED Street Non Invested	SW 34 59 13 4 AB	0010017202034	858281	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61BT	100W HPS Street Co Invested	SW 21 60 12 4 L6 B4 GARNER LAKE AB	0010020104926	274807	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61BT	100W HPS Street Co Invested	SW 21 60 12 4 L26 B4 GARNER LAKE AB	0010020134824	274820	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61BT	100W HPS Street Co Invested	SW 21 60 12 4 L3 B1 GARNER LAKE AB	0010020429270	274839	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61ET	180W LED Street Non Invested	SW 34 59 13 4 AB	0010021139343	858279	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61BT	100W HPS Street Co Invested	SW 21 60 12 4 L38 B4 GARNER LAKE AB	0010023035477	274831	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61BT	37W LED Street Co Invested	SW 34 59 13 4 L23 B7 AB	0010026275821		SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61BT	37W LED Street Co Invested	SW 34 59 13 4 L6 B6 AB	0010031615574		SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61BT	37W LED Street Co Invested	SW 34 59 13 4 L10 B7 AB	0010039642025		SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61BT	100W HPS Street Co Invested	SW 21 60 12 4 L13 B4 GARNER LAKE AB	0010040517474	274797	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61BT	100W HPS Street Co Invested	SW 21 60 12 4 L17R B2 GARNER LAKE AB	0010041688455	274794	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61BT	100W HPS Street Co Invested	STREET LIGHTS SPEDDEN AB	0010041917727	733409	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61BT	100W HPS Street Co Invested	SW 21 60 12 4 L42 GARNER LAKE AB	0010047594534	274834	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61ET	35W LED Street Non Invested	SW 34 59 13 4 AB	0010049230937	858283	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61ET	100W HPS Street Non Invested	NW 34 59 13 4 BONNIE LAKE RESORT AB	0010460249916	287261	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61BT	100W HPS Street Co Invested	STREET LIGHTS SPEDDEN AB	0010460599217	733427	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61ET	100W HPS Street Non Invested	LITE 4902 51 AVE BELLIS AB	0010460625314	625016	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61BT	100W HPS Street Co Invested	STREET LIGHTS SPEDDEN AB	0010461362813	733420	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61ET	100W HPS Street Non Invested	NW 34 59 13 4 BONNIE LAKE RESORT AB	0010462327816	287240	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61BT	100W HPS Street Co Invested	STREET LIGHTS SPEDDEN AB	0010462489817	625069	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61BT	100W HPS Street Co Invested	LITE 4908 49 ST BELLIS AB	0010462520714	621171	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61BT	150W HPS Street Co Invested	LITE 4943 50 ST BELLIS AB	0010462559918	625039	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61BT	100W HPS Street Co Invested	STREET LIGHTS SPEDDEN AB	0010462620713	733411	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61BT	150W HPS Street Co Invested	LITE 4915 50 ST BELLIS AB	0010462630110	625040	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61ET	175W MV Street Non Invested	NW 34 59 13 4 BONNIE LAKE RESORT AB	0010463844917		SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61BT	100W HPS Street Co Invested	LITE 59519 RGE RD 152 BELLIS AB	0010463955110	621158	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61ET	175W MV Street Non Invested	NW 34 59 13 4 BONNIE LAKE RESORT AB	0010464104811		SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61ET	100W HPS Street Non Invested	LITE 5005 49 AVE BELLIS AB	0010464139213	625041	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61BT	100W HPS Street Co Invested	LITE 59551 RGE RD 152 BELLIS AB	0010464201417	552646	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61ET	150W HPS Street Non Invested	STREET LIGHTS SPEDDEN AB	0010464315114	733407	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61BT	100W HPS Street Co Invested	STREET LIGHTS SPEDDEN AB	0010464366616	733421	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61ET	175W MV Street Non Invested	NW 34 59 13 4 BONNIE LAKE RESORT AB	0010464408218		SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61BT	100W HPS Street Co Invested	NW 34 59 13 4 BONNIE LAKE RESORT AB	0010464834915	287230	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61BT	150W HPS Street Co Invested	LITE 5012 50 ST BELLIS AB	0010464918018	625037	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61BT	100W HPS Street Co Invested	LITE 5028 50 ST BELLIS AB	0010464987713	625020	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61ET	100W HPS Street Non Invested	NW 34 59 13 4 BONNIE LAKE RESORT AB	0010465079110		SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
63CT	100W HPS E&M Private Non Invested	NW 34 59 13 4 BONNIE LAKE RESORT AB	0010465080017	287259	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61BT	100W HPS Street Co Invested	LITE 4910 49 ST BELLIS AB	0010465098916	621167	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61ET	175W MV Street Non Invested	NW 34 59 13 4 BONNIE LAKE RESORT AB	0010465176412		SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61BT	100W HPS Street Co Invested	STREET LIGHTS SPEDDEN AB	0010465326113	733401	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61ET	100W HPS Street Non Invested	NW 34 59 13 4 BONNIE LAKE RESORT AB	0010465399311	287221	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61ET	100W HPS Street Non Invested	LITE 4935 51 ST BELLIS AB	0010465474518	625049	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
63CT	100W HPS E&M Private Non Invested	NW 34 59 13 4 BONNIE LAKE RESORT AB	0010466028914	287244	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61BT	100W HPS Street Co Invested	STREET LIGHTS SPEDDEN AB	0010466170116	733414	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61BT	100W HPS Street Co Invested	STREET LIGHTS SPEDDEN AB	0010466225417	733406	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
63CT	100W HPS E&M Private Non Invested	NW 34 59 13 4 BONNIE LAKE RESORT AB	0010466257818	287212	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61ET	100W HPS Street Non Invested	NW 34 59 13 4 BONNIE LAKE RESORT AB	0010466404210		SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61BT	100W HPS Street Co Invested	LITE 4905 49 ST BELLIS AB	0010466485211	625007	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
63CT	100W HPS E&M Private Non Invested	NW 34 59 13 4 BONNIE LAKE RESORT AB	0010466526712	287279	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61BT	175W MV Street Co Invested	NW 34 59 13 4 BONNIE LAKE RESORT AB	0010466819016		SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61BT	100W HPS Street Co Invested	STREET LIGHTS SPEDDEN AB	0010466998914	733423	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
63CT	100W HPS E&M Private Non Invested	NW 34 59 13 4 BONNIE LAKE RESORT AB	0010467108317	287271	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
63CT	100W HPS E&M Private Non Invested	NW 34 59 13 4 BONNIE LAKE RESORT AB	0010467225712	287251	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61ET	100W HPS Street Non Invested	LITE 5203 51 ST BELLIS AB	0010467230614	625048	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY

63CT	40W LED E&M Private Non Invested	NW 34 59 13 4 BONNIE LAKE RESORT AB	0010467350316	287215	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
63CT	100W HPS E&M Private Non Invested	NW 34 59 13 4 BONNIE LAKE RESORT AB	0010467519212	287218	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61BT	150W HPS Street Co Invested	LITE 4924 50 ST BELLIS AB	0010467519611	625038	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61ET	100W HPS Street Non Invested	NW 34 59 13 4 BONNIE LAKE RESORT AB	0010467566515		SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
63CT	100W HPS E&M Private Non Invested	NW 34 59 13 4 BONNIE LAKE RESORT AB	0010467570314	287210	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61ET	100W HPS Street Non Invested	SW 36 59 16 4 STREET LIGHTS EDWAND BELLIS AB	0010467578118	215747	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61BT	150W HPS Street Co Invested	STREET LIGHTS SPEDDEN AB	0010467671314	733417	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61ET	100W HPS Street Non Invested	SW 36 59 16 4 STREET LIGHTS EDWAND BELLIS AB	0010467695615	215746	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
63CT	100W HPS E&M Private Non Invested	NW 34 59 13 4 BONNIE LAKE RESORT AB	0010467746717	287291	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61BT	100W HPS Street Co Invested	NW 34 59 13 4 BONNIE LAKE RESORT AB	0010467787013	287266	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61ET	175W MV Street Non Invested	NW 34 59 13 4 BONNIE LAKE RESORT AB	0010467937317		SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
63CT	100W HPS E&M Private Non Invested	NW 34 59 13 4 BONNIE LAKE RESORT AB	0010468074117	287288	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61BT	150W HPS Street Co Invested	LITE 5028 50 ST BELLIS AB	0010468196517	625019	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
63CT	100W HPS E&M Private Non Invested	NW 34 59 13 4 BONNIE LAKE RESORT AB	0010468343818	287255	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61ET	100W HPS Street Non Invested	NW 34 59 13 4 BONNIE LAKE RESORT AB	0010468440610	552649	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61ET	100W HPS Street Non Invested	LITE 5020 49 ST BELLIS AB	0010468525512	625017	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61BT	150W HPS Street Co Invested	LITE 4952 50 ST BELLIS AB	0010468550015	625010	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61BT	100W HPS Street Co Invested	LITE 59527 RGE RD 152 BELLIS AB	0010468675418	621162	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61ET	100W HPS Street Non Invested	LITE 5004 50 ST BELLIS AB	0010468699311	625035	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61ET	100W HPS Street Non Invested	LITE 4911 51 ST BELLIS AB	0010468702516	625050	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
63CT	100W HPS E&M Private Non Invested	NW 34 59 13 4 BONNIE LAKE RESORT AB	0010468811718	287286	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61ET	100W HPS Street Non Invested	LITE 4910 51 ST BELLIS AB	0010468816612	625056	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61BT	100W HPS Street Co Invested	LITE 59553 RGE RD 152 BELLIS AB	0010468841310	625024	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61BT	150W HPS Street Co Invested	LITE 4963 50 ST BELLIS AB	0010468900011	625009	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61BT	150W HPS Street Co Invested	STREET LIGHTS BELLIS AB	0010468911216	625028	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61BT	100W HPS Street Co Invested	LITE 59524 RGE RD 152 BELLIS AB	0010469009510	625026	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61ET	100W HPS Street Non Invested	STREET LIGHTS BELLIS AB	0010469183911	625054	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61BT	100W HPS Street Co Invested	STREET LIGHTS SPEDDEN AB	0010469326114	733412	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61BT	100W HPS Street Co Invested	NW 34 59 13 4 BONNIE LAKE RESORT AB	0010469431813	287228	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61BT	100W HPS Street Co Invested	STREET LIGHTS SPEDDEN AB	0010469458412	733402	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61BT	100W HPS Street Co Invested	STREET LIGHTS SPEDDEN AB	0010469519217	733403	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
63CT	100W HPS E&M Private Non Invested	NW 34 59 13 4 BONNIE LAKE RESORT AB	0010469536910	287282	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61ET	175W MV Street Non Invested	NW 34 59 13 4 BONNIE LAKE RESORT AB	0010469619810		SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61ET	100W HPS Street Non Invested	SW 36 59 16 4 STREET LIGHTS EDWAND BELLIS AB	0010469620810	215743	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61BT	100W HPS Street Co Invested	STREET LIGHTS SPEDDEN AB	0010469645110	733413	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61BT	150W HPS Street Co Invested	STREET LIGHTS BELLIS AB	0010469893514	621164	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
63CT	100W HPS E&M Private Non Invested	NW 34 59 13 4 BONNIE LAKE RESORT AB	0010469968416	287248	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61BT	100W HPS Street Co Invested	NW 34 59 13 4 L20 B1 BONNIE LAKE RESORT AB	0010620435723	287237	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY
61BT	100W HPS Street Co Invested	NW 34 59 13 4 L1 B5 BONNIE LAKE RESORT AB	0010870385478	287225	SMOKY LAKE COUNTY	SMOKY LAKE COUNTY

Request for Decision (RFD)

Meeting Date: June 25, 2026 **Agenda Item: # 7.8**

Topic: Bylaw No. 1507-26: Repeal of Intermunicipal Collaboration Frameworks with the County of Two Hills & Lamont County

Presented By: Jordan Ruegg, Director of County Services

Recommendation:

1. **That Smoky Lake County Council give Bylaw No. 1507-26, a Bylaw to repeal Bylaw No. 1360-19, said Bylaw being the Intermunicipal Collaboration Framework between Smoky Lake County and the County of Two Hills; and to repeal Bylaw No. 1391-21, said Bylaw being the Intermunicipal Collaboration Framework between Smoky Lake County and Lamont County, FIRST READING.**
2. **That Smoky Lake County Council give Bylaw No. 1507-26, a Bylaw to repeal Bylaw No. 1360-19, said Bylaw being the Intermunicipal Collaboration Framework between Smoky Lake County and the County of Two Hills; and to repeal Bylaw No. 1391-21, said Bylaw being the Intermunicipal Collaboration Framework between Smoky Lake County and Lamont County, SECOND READING.**
3. **That Smoky Lake County Council give Bylaw No. 1507-26, a Bylaw to repeal Bylaw No. 1360-19, said Bylaw being the Intermunicipal Collaboration Framework between Smoky Lake County and the County of Two Hills; and to repeal Bylaw No. 1391-21, said Bylaw being the Intermunicipal Collaboration Framework between Smoky Lake County and Lamont County, PERMISSION FOR THIRD READING.**
4. **That Smoky Lake County Council give Bylaw No. 1507-26, a Bylaw to repeal Bylaw No. 1360-19, said Bylaw being the Intermunicipal Collaboration Framework between Smoky Lake County and the County of Two Hills; and to repeal Bylaw No. 1391-21, said Bylaw being the Intermunicipal Collaboration Framework between Smoky Lake County and Lamont County, THIRD and FINAL READING.**

Background:

Administration received a letter from Sally Dary, Chief Administrative Officer of the County of Two Hills **(Enclosure #1)**, dated April 8, 2026, informing Smoky lake County that the Council of the County of Two Hills had resolved at its March 26, 2026 meeting that it wishes to conclude the Intermunicipal Collaboration Framework (ICF) with Smoky Lake County. Subqequently, administration received an email from Samantha Dyck, Acting Director of Panning and Community Services for Lamont County **(Enclosure #2)**, dated May 28, 2026, requesting a conclusion of the ICF between Lamont County and Smoky Lake County. ICF Bylaws No. 1360-19 (with the County of Two Hills - **Enclosure #3**) and No. 1391-21 (with the Lamont County - **Enclosure #4**) are attached for reference.

Recent changes to the *Municipal Government Act* (MGA) allow municipalities that would otherwise be required to be a party to an ICF to opt out of a Framework by mutual agreement (Section 708.28(1.1). The repeal of the ICF Bylaws does not repeal the Intermunicipal Development Plans that are attached to the ICFs as schedules. Bylaw No. 1507-26 **(Enclosure #5)**, would repeal both Bylaw No. 1360-19 & Bylaw No. 1391-21.

Request for Decision (RFD)

Benefits:
Reduced administrative burden and reduced costs associated with Intermunicipal Collaboration Committees.

Disadvantages:

Lack of formal mechanism for discussing regional service delivery may lead to disjointed or inefficient regional service delivery.

Alternatives

1. Continue with current ICF Bylaws;
2. Repeal existing ICF Bylaws and replace with new ICF Bylaws.

Financial Implications:
Not applicable.

Legislation:
Municipal Government Act, R.S.A. 2000, c. M-26, as amended.

Intergovernmental:

Notice of the County's intent to repeal the ICF Bylaws must be submitted to Lamont County and the County of Two Hills. Smoky Lake County must also inform the Minister of Municipal Affairs that the ICFs have been repealed and must also publish the reasons for not having an ICF on the County's website.

Strategic Alignment:
Regional Collaboration and Modernization – increased efficiency by eliminating needless committees/ reporting structures, allowing for more effective and efficient regional service delivery.

Enclosure(s):
Enclosure #1 – Letter from the County of Two Hills, April 8, 2026
Enclosure #2 – Email from Lamont County, May 28, 2026
Enclosure #3 – Bylaw No. 1360-19: ICF with the County of Two Hills
Enclosure #4 – Bylaw No. 1391-21: ICF with Lamont County
Enclosure #5 – Bylaw No. 1507-26: Bylaw to Repeal Bylaw No. 1360-19 & Bylaw No. 1391-21

Signature of the CAO: _____

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,

[redacted]

Sally Dary, CLGM
Chief Administration Officer

RECEIVED
APR 20 2026
SMOKY LAKE COUNTY

Jordan Ruegg

From: Chyenne Shaw
Sent: May 28, 2026 4:11 PM
To: Jordan Ruegg; Meaghan Andreychuk
Subject: FW: Repeal of ICF Bylaw

Chyenne Shaw
Chief Administrative Officer
office: 780-656-3730 or toll free 1-888-656-3730
direct: 780-656-1592
4612 - McDougall Drive, PO Box 310
Smoky Lake, Alberta, T0A 3C0

From: Samantha Dyck [redacted]
Sent: May 28, 2026 4:08 PM
To: CAO <cao@smokylakecounty.ab.ca>
Subject: Repeal of ICF Bylaw

You don't often get email from [redacted] Learn why this is important

Dear CAO,

I am writing on behalf of Lamont County to discuss the possibility of concluding our existing Intermunicipal Collaboration Framework (ICF) bylaw under the provisions now available through recent amendments to the Municipal Government Act (MGA).

While we value the relationship between our municipalities and remain committed to working collaboratively, we are exploring the option of transitioning away from formalized ICF agreements in favour of a more flexible, informal approach to intermunicipal cooperation. We believe this would allow us to continue coordinating effectively while reducing administrative requirements associated with maintaining formal frameworks.

In this context, we would like to explore whether your municipality would be open to mutually repealing the current ICF bylaw, while maintaining a strong and cooperative working relationship moving forward on an informal basis.

If this approach is of interest, we would appreciate the opportunity to discuss next steps and ensure a smooth transition that respects the interests of both municipalities.

Thank you for your consideration. We look forward to continuing our positive working relationship.

Sincerely,
Samantha

Lamont County
Cradle of Ukrainian Settlement in Canada

Samantha Dyck
***Acting Director of Planning and Community Services**, Planning & Development*
a: Administration Office
5303 50th Avenue,
Lamont, AB
T0B 2R0
[redacted]

Make it Safe! Make it Personal! Make it Home!

This message contains confidential information and is intended only for the named recipient(s). If you are not the named addressee you should not disseminate, distribute or copy this e-mail. Please notify the sender immediately if you have received this e-mail by mistake and delete this e-mail from your system. Finally, the recipient should check this email and any attachments for the presence of viruses. The company accepts no liability for any damage caused by any virus transmitted by this email. ***

Bylaw No. 11-2019
Schedule A

Intermunicipal Collaboration Framework

Between

Smoky Lake County

And

County of Two Hills No. 21

October 23, 2019

WHEREAS, Smoky Lake County and the County of Two Hills No. 21 share a common border; and

WHEREAS, Smoky Lake County and the County of Two Hills No. 21 share common interests and are desirous of working together to provide services to their residents; and

WHEREAS, the Municipal Government Act stipulates that municipalities that have a common boundary must create an Intermunicipal Collaboration Framework with each other that identifies the services provided by each municipality, which services are best provided on an intermunicipal basis, and how services to be provided on an intermunicipal basis will be delivered and funded.

NOW THEREFORE, by mutual covenant of the Municipalities it is agreed as follows:

A. DEFINITIONS

1) In this Agreement
   a) "lead municipality" means the municipality responsible for administering the agreement.
   b) "municipalities" Smoky Lake County and the County of Two Hills No. 21.

B. TERM AND REVIEW

1) In accordance with the *Municipal Government Act*, this Intermunicipal Collaboration Framework shall come into force on final passing of matching bylaws that contain the Framework by both Municipalities.

2) This Framework may be amended by mutual consent of both Municipalities unless specified otherwise in this Framework.

3) It is agreed by the Municipalities that the Councils shall review at least once every five years, commencing no later than 2024 to review the terms and conditions of the agreement.

C. INTERMUNICIPAL COOPERATION

1) The Councils of the Municipalities shall be the forum for reviewing the Intermunicipal Collaboration Agreement.

D. GENERAL TERMS

1) Both Municipalities agree that in consideration of the service agreements outlined in Section E(2) that residents of the Municipalities will be afforded the same services at the same costs, including user fees, as the County of Two Hills No. 21 residents for services provided by Smoky Lake County and Smoky Lake County residents for

services provided by the County of Two Hills No. 21.

E. MUNICIPAL SERVICES

1) Both Municipalities have reviewed the services offered to residents. Based on the review it has been determined that each Municipality will continue to provide the following services to their residents independently:
    a. Water and Wastewater
    b. Emergency Services
    c. Recreation
    d. Transportation
    e. Waste Water
    f. Affordable Housing
    g. Municipal Administration
    h. Agricultural Services
    i. Animal Control
    j. Assessment Services
    k. Bylaw Enforcement
    l. Information Technology
    m. Pest Control
    n. Police Services
    o. Purchasing/Procurement Services
    p. Weed Control

2) The Municipalities have a history of working together to provide municipal services to the residents on an intermunicipal basis, with the following services being provided directly or indirectly to their residents:

    a. Emergency Services:
        - The Municipalities, with additional partners, have agreements in place to aid in the event of emergencies. There is a Mutual Aid Fire Agreement between the Smoky Lake County and County of Two Hills No. 21 dated 3 ~~March 2000~~ October 2019. As a mutual aid agreement there is no lead municipality. Cost sharing is in accordance with the Mutual Aid Fire Agreement, with the municipality requesting mutual aid being responsible for the applicable costs associated with responding to the emergency.

    b. Intermunicipal Development Plan
        - The Municipalities entered into an Intermunicipal Development Plan in 2021, in accordance with the *Municipal Government Act*. As an Intermunicipal Development Plan there is no lead municipality and no cost sharing.

3) The Municipalities acknowledge that in addition to the shared service agreements in place between the Municipalities, they each have independent agreements with other regional partners.

4) The Municipalities have reviewed the aforementioned existing agreements and have determined that these are the most appropriate municipal services to be conducted in a shared manner.

F. FUTURE PROJECTS & AGREEMENTS

1) In the event that either Municipality initiates the development of a new project and/or service that may require a new cost-sharing agreement, the initiating Municipality's Chief Administrative Officer will notify the other Municipality's Chief Administrative Officer in writing.

2) The initial notification will include a general description of the project, estimated costs and timing of expenditures. The other Municipality will advise if they have objections in principle to provide funding to the project and provide reasons. An opportunity will be provided to discuss the project at the Council meetings.

3) The following criteria will be used when assessing the desirability of funding of new projects:
   a. Relationship of the proposed capital project to Intermunicipal Development Plan, or any other regional long-term planning document prepared by the Municipalities;
   b. The level of community support;
   c. The nature of the project;
   d. The demonstrated effort by volunteers to raise funds and obtain grants (if applicable);
   e. The projected operating costs for new capital projects;
   f. Municipal debt limit; and,
   g. Projected utilization by residents of both Municipalities.

4) Once either Municipality has received written notice of new project, Council meetings must be held within thirty (30) calendar days of the date the written notice was received, unless both Chief Administrative Officers agree otherwise.

5) The Councils will be the forum used to discuss and review future mutual aid agreements and/or cost sharing agreements. In the event the Councils are unable to reach an agreement, the dispute shall be dealt with through the procedure outlined within Section G of this document.

6) Both Municipalities recognize that the decision to participate in or not participate in a project ultimately lies with the respective municipal councils, who in turn must rely on the support of their electorate to support the project and any borrowing that could be required.

G. DISPUTE RESOLUTION

1) The Municipalities are committed to resolving any disputes in a non-adversarial, informal and cost-efficient manner.

2) The Municipalities shall make all reasonable efforts to resolve all disputes by negotiation and agree to provide, without prejudice, open and timely disclosure of relevant facts, information and documents to facilitate negotiations.

3) In the event of a dispute, the Municipalities agree that they shall undertake a process to promote the resolution of the dispute in the following order:
   a. negotiation;
   b. mediation; and
   c. binding arbitration.

4) If any dispute arises between the Municipalities regarding the interpretation, implementation or application of this Framework or any contravention or alleged contravention of this Framework, the dispute will be resolved through the binding Dispute Resolution Process outlined herein.

5) If the Dispute Resolution Process is invoked, the Municipalities shall continue to perform their obligations described in this Framework until such time as the Dispute Resolution Process is complete.

6) Despite Section G(4), where an existing intermunicipal agreement has a binding dispute resolution process included the process in the existing intermunicipal agreement shall be used instead of the dispute resolution outlined in this Framework.

7) A Municipality shall give written notice ("Dispute Notice") to the other Municipality of a dispute and outline in reasonable detail the relevant information concerning the dispute. Within thirty (30) days following receipt of the Dispute Notice, the Councils shall meet and attempt to resolve the dispute through discussion and negotiation, unless a time extension is mutually agreed by the CAOs. If the dispute is not resolved within sixty (60) days of the Dispute Notice being issued, the negotiation shall be deemed to have failed.

8) If the Municipalities cannot resolve the dispute through negotiation within the prescribed time period, then the dispute shall be referred to mediation.

9) Either Municipality shall be entitled to provide the other Municipality with a written notice ("Mediation Notice") specifying:
   a. The subject matters remaining in dispute, and the details of the matters in dispute that are to be mediated; and
   b. The nomination of an individual to act as the mediator.

10) The Municipalities shall, within thirty (30) days of the Mediation Notice, jointly nominate or agree upon a mediator.

11) Where a mediator is appointed, the Municipalities shall submit in writing their dispute to the mediator and afford the mediator access to all records, documents and information the mediators may reasonably request. The Municipalities shall meet with the mediator at such reasonable times as may be required and shall, through the intervention of the mediator, negotiate in good faith to resolve their dispute. All proceedings involving a mediator are agreed to be without prejudice and the fees and expenses of the mediator and the cost of the facilities required for mediation shall be shared equally between the Municipalities.

12) In the event that:
    a. The Municipalities do not agree on the appointment of a mediator within thirty (30) days of the Mediation Notice; or
    b. The mediation is not completed within sixty (60) days after the appointment of the mediator; or
    c. The dispute has not been resolved within ninety (90) days from the date of receipt of the Mediation Notice;

    either Municipality may by notice to the other withdraw from the mediation process and in such event the dispute shall be deemed to have failed to be resolved by mediation.

13) If mediation fails to resolve the dispute, the dispute shall be submitted to binding arbitration. Either of the Municipalities may provide the other Municipality with written notice ("Arbitration Notice") specifying:
    a. the subject matters remaining in dispute and the details of the matters in dispute that are to be arbitrated; and
    b. the nomination of an individual to act as the arbitrator.

14) Within thirty (30) days following receipt of the Arbitration Notice, the other Municipality shall, by written notice, advise as to which matters stated in the Arbitration Notice it accepts and disagrees with, advise whether it agrees with the resolution of the disputed items by arbitration, and advise whether it agrees with the arbitrator selected by the initiating Municipality or provide the name of one arbitrator nominated by that other Municipality.

15) The Municipalities shall, within thirty (30) days of the Arbitration Notice, jointly nominate or agree upon an arbitrator.

16) Should the Municipalities fail to agree on a single arbitrator within the prescribed time period, then either Municipality may apply to a Justice of the Court of Queen's Bench of Alberta to have the arbitrator appointed.

17) The terms of reference for arbitration shall be those areas of dispute referred to in the Arbitration Notice and the receiving Municipality's response thereto.

18) The *Arbitration Act* (Alberta), as amended from time to time, shall apply to arbitration proceedings commenced pursuant to this Framework.

19) The arbitrator shall proceed to hear the dispute within sixty (60) days of being appointed and proceed to render a written decision concerning the dispute forthwith.

20) The arbitrator's decision is final and binding upon the Municipalities subject only a Municipality's right to seek judicial review by the Court of Queen's Bench on a question of jurisdiction.

21) If the Municipalities do not mutually agree on the procedure to be followed, the arbitrator may proceed to conduct the arbitration on the basis of documents or may hold hearings for the presentation of evidence and for oral argument.

22) Subject to the arbitrator's discretion, hearings held for the presentation of evidence and for argument are open to the public.

23) If the arbitrator establishes that hearings are open to the public in Section 21, the arbitrator, as their sole discretion, may solicit written submissions. If the arbitrator requests written submissions, they must be considered in the decision.

24) The fees and expenses of the arbitrator and the cost of the facilities required for arbitration shall be shared on a proportional basis by the municipalities that are parties to the framework as set out in subsection G(25).

25) Each municipality's proportion of the costs must be determined by population. For greater certainty this means the Smoky Lake County portion would be 40.33% and the County of Two Hills would be 59.67%, based on 2018 Alberta Municipal Affairs Population List. These percentage amounts will remain for the Term of the Agreement.

26) On conclusion of the arbitration and issuance of an order, the arbitrator must proceed to compile a record of the arbitration and give a copy of the record to each of the Municipalities.

H. CORRESPONDENCE

1) Written notice under this Agreement shall be addressed as follows:

   a. In the case of Smoky Lake County to:

      Smoky Lake County
      c/o Chief Administrative Officer
      P.O. Box 310
      Smoky Lake, AB T0A 3C0

   b. In the case of the County of Two Hills No. 21 to:

      County of Two Hills No. 21
      c/o Chief Administrative Officer
      5015 – 49 Avenue
      Two Hills, AB T0A 3A4

2) In addition to Section H(1), notices may be sent by electronic mail to the Chief Administrative Officer.

IN WITNESS WHEREOF the Municipalities have affixed their corporate seals as attested by the duly authorized signing officers of the Municipalities as of the first day above written.

SMOKY LAKE COUNTY

[redacted]
Reeve

[redacted]
Chief Administrative Officer

Bylaw Number: 1360-19

COUNTY OF TWO HILLS NO. 21

[redacted]
Reeve

[redacted]
Chief Administrative Officer

Bylaw Number: 11-2019

COUNTY OF
TWO HILLS

P.O Box 490, Two Hills AB T0B 4K0
Telephone: (780) 657-3358 Fax: (780) 657-3504

October 29, 2019

Council of Smoky Lake County
4612 – McDougall Drive
P.O. Box 310
Smoky Lake, Alberta, T0A 3C0

Dear Council of Smoky Lake County,

Re: Intermunicipal Collaboration Framework Bylaw with the County of Two Hills

This will advise that the Two Hills County Council resolved, at their meeting of October 23, 2019, that all required readings to Bylaw No. 11-2019 being the Intermunicipal Collaboration Framework with Smoky Lake County were passed, duly enacting the bylaw.

Also, enclosed in this letter is Bylaw No. 11-2019 Schedule A, to be signed and returned complete with Smoky Lake's bylaw number to the County of Two Hills Administration Office. The County of Two Hills appreciates the spirit of collaboration with our neighbouring municipalities in pursuit of this legislative achievement.

Should you have any questions or concerns, you may contact the undersigned.

Sincerely,

[redacted]

Sally Dary, CLGM
Chief Administration Officer

RECEIVED
NOV 13 2019
LAKE COUNTY

SMOKY LAKE COUNTY

IN THE PROVINCE OF ALBERTA
BYLAW NO. 1391-21

BEING A BYLAW OF SMOKY LAKE COUNTY IN THE PROVINCE OF ALBERTA TO ADOPT AN INTERMUNICIPAL COLLABORATION FRAMEWORK BETWEEN SMOKY LAKE COUNTY AND LAMONT COUNTY.

****

WHEREAS, pursuant to the *Municipal Government Act,* R.S.A. 2000 c. M-26 Section 708.28(1) and amendments thereto, mandates that municipalities which share a common boundary must create an Intermunicipal Collaboration Framework with one another;

AND WHEREAS, pursuant to the *Municipal Government Act*, R.S.A. 2000 c. M-26 Section 708.29 and amendments thereto, establishes the content of a framework that must considered, including identification of the services provided on an intermunicipal basis, the municipality or municipalities responsible for providing the services, and how the services will be delivered and funded;

AND WHEREAS, Smoky Lake County and Lamont County are municipalities in a region with some common boundaries;

AND WHEREAS, Smoky Lake County and Lamont County share a common regional interest and are desirous of working together to provide services to their residents.

NOW THEREFORE, be it resolved that the Council of Smoky Lake County in the Province of Alberta, duly assembled hereby enacts as follows:

1. THAT the Smoky Lake Region Intermunicipal Collaboration Framework attached hereto as "**Schedule A**" of this Bylaw is hereby adopted.

2. This Bylaw may be cited as "Smoky Lake County and Lamont County Intermunicipal Collaboration Framework."

3. This Bylaw may be amended by Bylaw in accordance with the *Municipal Government Act*, R.S.A. 2000, c. M-26, as amended.

4. Should any provision of this Bylaw be found invalid, the invalid provision shall be severed and the remaining Bylaw shall be maintained.

EFFECTIVE DATE

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

READ A **FIRST TIME** IN COUNCIL THIS 25th day of February, AD **2021.**

READ A **SECOND TIME** IN COUNCIL THIS 25th day of February**,** AD **2021.**

READ A **THIRD AND FINAL TIME, THIS** 25th day of February, AD **2021.**

_____
REEVE, SMOKY LAKE COUNTY

SEAL

_____
CHIEF ADMINISTRATIVE OFFICER, SMOKY LAKE COUNTY

IN WITNESS THEREOF,

_____
REEVE, LAMONT COUNTY

SEAL

_____
CHIEF ADMINISTRATIVE OFFICER, LAMONT COUNTY



Smoky Lake County & Lamont County

INTERMUNICIPAL COLLABORATION FRAMEWORK

February 2021

Smoky Lake County
Bylaw No. 1391-21

Lamont County
Bylaw No. 829.21

ACKNOWLEDGEMENTS

Smoky Lake County and Lamont County are located within Treaty 6 Territory, and the traditional lands of the Cree, Blackfoot and Métis people.

Collaboration recognizes the interconnected nature of human culture, land, water, and natural resources.

The municipalities are committed to exploring opportunities for collaboration with local First Nations and Metis people.

COUNCILS AND PROJECT TEAM

SMOKY LAKE COUNTY

Craig Lukinuk	Reeve
Randy Orichowski	Deputy Reeve
Johnny Cherniwchan	Councillor
Dan Gawalko	Councillor
Lorne Halisky	Councillor

LAMONT COUNTY

David Diduck	Reeve
Roy Anaka	Deputy Reeve
Daniel Warawa	Councillor
Wayne Woldanski	Councillor
Neil Woitas	Councillor

CONSULTING TEAM

Jane Dauphinee	Principal & Senior Planner
Allison Rosland	Planner
Brad MacDonald	Planner
Kyle Miller	Planner

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EXECUTIVE SUMMARY

Smoky Lake County and Lamont County have partnered to adopt a bi-lateral Intermunicipal Collaboration Framework. The Counties have entered into this Framework in good faith, and with a commitment to intermunicipal communication and collaboration that benefits the region's residents.

A Steering Committee comprised of representatives of the partnering municipalities was established in 2019 to guide the project and provide information and direction to the project consultant. Municipal Planning Services (2009) Ltd. was contracted to develop an Intermunicipal Development Plan, prepare an Intermunicipal Collaboration Committee Terms of Reference, create an inventory of municipal and intermunicipal services, develop processes for decision making, and develop dispute resolution procedures – to support the development of the Intermunicipal Collaboration Framework.

Intermunicipal Collaboration Frameworks were introduced by the Province of Alberta as part of the *Modernized Municipal Government Act* in 2018. All municipalities that share a common border are required to adopt an Intermunicipal Collaboration Framework; municipalities that do not have a common boundary may be a party to a framework.

The purpose of an ICF is to facilitate communication and cooperation between neighbouring municipalities to ensure municipal services are provided to residents in an efficient and cost effective manner.

The Smoky Lake County & Lamont County Intermunicipal Collaboration Framework consists of 5 Parts and includes 4 Schedules (documents and plans intended to provide further guidance/information).

INTERPRETATION

The Smoky Lake County & Lamont County Intermunicipal Collaboration Framework has been written with the purpose of being a document that can easily be read and used by the participating municipalities' Councils, Administration, residents, and development proponents. The purpose of this section is to provide greater clarity to the reader with respect to common terms and acronyms used in the document and accompanying schedules.

ACRONYM	TITLE
ARP	Area Redevelopment Plan
ASP	Area Structure Plan
ICC	Intermunicipal Collaboration Committee
ICF	Intermunicipal Collaboration Framework
IDP	Intermunicipal Development Plan
LUB	Land Use Bylaw
LUF	Land Use Framework
MDP	Municipal Development Plan
MGA	*Municipal Government Act*, R.S.A. 2000, c. M-26, as amended
TOR	Terms of Reference

PHRASE	DEFINITION
PARTICIPATING MUNICIPALITIES	Smoky Lake County and Lamont County.
INITIATING MUNICIPALITY	The municipality that is the primary proponent of a proposed intermunicipal collaboration project or opportunity, or the municipality that initiates a dispute resolution process.
RESPONDING MUNICIPALITY	The municipality that have been requested by an initiating municipality to be party to a proposed intermunicipal collaboration project or opportunity; or a municipality that have been issued notice of a dispute.

1 INTRODUCTION

1.1 PURPOSE

1. The purpose of the Smoky Lake County & Lamont County Intermunicipal Collaboration Framework (ICF) is to establish formalized protocols for intermunicipal cooperation, communication, and service delivery.

1.2 PARTICIPATING MUNICIPALITIES

1. The following municipalities are party to the ICF: Smoky Lake County and Lamont County. They may be referred to as "the participating municipalities," "the Counties," or "the municipalities" in this Intermunicipal Collaboration Framework.

1.3 SCHEDULES TO THE ICF

1. The following Schedules are referenced in the ICF, and included for information.

SCHEDULE	TITLE
A	Intermunicipal Collaboration Committee Terms of Reference
B	Discussion Protocols
C	Detailed Inventory of Services
D	Smoky Lake County & Lamont County Intermunicipal Development Plan

1.4 TERMS AND REVIEW

1. In accordance with the *Municipal Government Act*, the Smoky Lake County & Lamont County Intermunicipal Collaboration Framework shall come into effect on final passing of matching bylaws that contain the ICF by all participating municipalities.
2. The Intermunicipal Collaboration Framework may be amended by mutual consent by the participating municipalities, unless specified otherwise in this ICF.
3. It is agreed by the participating municipalities that the Intermunicipal Collaboration Committee shall undertake a formal review of the Intermunicipal Collaboration Framework at least once every five years, commencing no later than 2026.

1.5 DECISION MAKING PROCESS

1. Unless otherwise identified in this ICF, decision-making related to this ICF shall be vested in the participating municipalities' Councils.
2. Together, the Intermunicipal Collaboration Committee (ICC) Terms of Reference included in Schedule A and the Discussion Protocols in Schedule B outline how the ICC will function, and guide how the participating municipalities determine what issues, projects, and initiatives are subject to this ICF.

1.6 COSTS FOR NEW INITIATIVES

1. Allocation of costs for the cost-sharing for new development of service agreements shall be determined by the Councils of each or all of the municipalities and shall take into consideration the recommendation of the Intermunicipal Collaboration Committee.

2 INTERMUNICIPAL COLLABORATION COMMITTEE

2.1 INTENT

1. In order to establish meaningful and ongoing intermunicipal communication, the participating municipalities agree to establish a joint Intermunicipal Collaboration Committee (ICC, or 'the Committee') with the intent of:
    a. Fostering effective collaboration between the participating municipalities;
    b. Ensuring the routine monitoring of intermunicipal relationships and agreements; and
    c. Providing a forum for dealing with intermunicipal concerns and capitalizing on regional opportunities in a mutually beneficial and timely fashion.

2.2 EFFECTIVE DATE

1. The ICC is established as of the effective date of the ICF and subsequently renewed at the respective organizational meetings of each participating municipality on an annual basis as long as this ICF is in effect.

2.3 COMPOSITION

1. The composition of the ICC (including the identification of voting and non-voting members) is identified in the Intermunicipal Collaboration Committee Terms of Reference in Schedule A.
2. The ICC may be comprised of the same individual members as a committee established as part of an approved Intermunicipal Development Plan. However, the committees shall retain separate functions.

2.4 REPORTING AND MEETINGS

1. At minimum, the ICC shall report annually to the Councils of the participating municipalities in open sessions on the status of the participating municipalities' intermunicipal relationship and any cooperation agreements.
2. The ICC shall meet on an "as required" basis.

2.5 TERMS OF REFERENCE

1. The ICC shall be guided by the intent and provisions of the ICC Terms of Reference included as Schedule A, and the Discussion Protocols included as Schedule B.

3 INTERMUNICIPAL COOPERATION

3.1 PRINCIPLES

1. The participating municipalities agree to the following principles to guide regional communication and cooperation efforts:
    a. To have defined communication channels to share information.
    b. To encourage respect of different views and interests.
    c. To pursue relations based on transparency and openness.
    d. To work together to resolve issues.
    e. To develop a consultative process to ensure shared goals and efforts.
    f. To respect jurisdictional interests.
    g. To acknowledge that not all parties need to be involved in each regional project.
    h. To advance shared interests to other levels of government with a common voice.
    i. To ensure public awareness of the progress and results of regional cooperation.

3.2 INVENTORY OF SERVICES

1. The participating municipalities have a history of working cooperatively and collaboratively to provide municipal services to their residents on an intermunicipal basis, with services being provided directly or indirectly to their residents.
2. An inventory containing information about these services is included in Schedule C of this ICF.

3.3 FUTURE COLLABORATION OPPORTUNITIES

1. In the event that a participating municipality initiates the development of a new project and/or service that may require a new cost-sharing agreement, the initiating municipality's Chief Administrative Officer will notify the other municipality's Chief Administrative Officers in writing.
2. The initial notification by the initiating municipality will include a general description of the project, estimated costs, and timing of expenditures. The responding municipalities will advise if they have objections in principle to provide funding to the project and provide reasons. An opportunity will be provided to discuss the project at the Intermunicipal Collaboration Committee meeting.
3. The following criteria will be used when assessing the feasibility of proposed new projects/agreements, and determining if the proposed new project/agreement will be mutually beneficial to the participating municipalities:
    a. Relationship of the proposed capital project to Intermunicipal Development Plan or any other regional long term planning document prepared by the participating municipalities;
    b. The level of community support;
    c. The nature of the project;
    d. The demonstrated effort by volunteers to raise funds and obtain grants (if applicable);
    e. The projected operating costs for new capital projects;
    f. Municipal debt limit; and
    g. Projected utilization by residents of the participating municipalities in the region.
4. Once the municipalities have received written notice of new project, an Intermunicipal Collaboration Committee meeting must be held within thirty (30) calendar days of the date the written notice was received, unless all participating Chief Administrative Officers agree otherwise.

5. The ICC will be the forum used to discuss and review future mutual aid agreements and/or cost sharing agreements. In the event the Intermunicipal Collaboration Committee is unable to reach an agreement, the dispute shall be dealt with through the procedure outlined in Part 4 – Dispute Resolution.
6. The participating municipalities recognize that the decision to participate in or not participate in a project ultimately lies with the respective municipal councils, who in turn must rely on the support of their electorate to support the project and any borrowing that could be required.
7. The future service agreements and projects listed in Appendix C (subsection C.10) are not exhaustive. The future agreements and projects identified are collaboration priorities at the time of adoption of this ICF. The ICC and Councils can explore service agreements and opportunities not on this list.

4 DISPUTE RESOLUTION

4.1 PRINCIPLES

1. The dispute resolution process in this ICF relates to matters specific to the ICF.
2. The participating municipalities are committed to resolving any disputes in a non-adversarial, informal, and cost-effective manner.
3. The participating municipalities shall make all reasonable efforts to resolve disputes by negotiation and agree to provide (without prejudice) open and timely disclosure of relevant facts, information, and documents to facilitate negotiations.
4. In the event of a dispute, the participating municipalities agree that they shall undertake a process to promote the resolution of the dispute in the following manner:
    a. Negotiation;
    b. Mediation;
    c. Binding Arbitration.
5. If any dispute arises between the participating municipalities regarding the interpretation, implementation, or application of this ICF, the dispute will be resolved through the Dispute Resolution Process outlined herein.

4.2 PROCESS

1. The participating municipalities agree that disputes relating to the ICF shall be restricted to the following:
    a. Lack of agreement on proposed amendments; and
    b. Lack of agreement on interpretation of this ICF.
2. The participating municipalities shall undertake the dispute resolution process outlined in Figure 1.
3. If a dispute arises pertaining to a service agreement (or a lack of agreement on a proposed new agreement) that does not include all of the participating municipalities, only those municipalities that are (or proposed to be) party to the agreement will undertake the dispute resolution process.
4. If at any point in the dispute resolution process a resolution is achieved to the satisfaction of the participating municipalities, no further steps in the process shall be required.

Figure 1: Dispute Resolution Process

	STEP	COMMUNICATION/ACTION		OUTCOME
NEGOTIATION	**STEP 1:** Issue Identification and Notice of Dispute	When a participating municipality (the initiating municipality) believes that there is a dispute under the ICF and wishes to engage in dispute resolution, the initiating municipality must provide written notice to the other municipality (the responding municipality) identifying area(s) of dispute and request negotiation. The issue of the dispute will not proceed further (or a decision rendered) until the dispute has been resolved.	▶	RESOLUTION OR NEXT STEP
	STEP 2: Negotiation (Administrative Review)	Within 15 days after the notice is received by the participating municipalities, the CAO from each municipality shall participate in one or more meetings, in-person, to attempt to negotiate a resolution to the dispute. Failing resolution within the 15 days, the dispute will then be referred to the Intermunicipal Collaboration Committee (ICC). The 15-day time limit may be extended if it is mutually agreed upon by all representatives of the participating municipality.	▶	
	STEP 3: Negotiation (ICC Review)	The ICC will convene to consider and attempt to resolve the dispute within 30 days of the conclusion of the Administrative Review. The 30-day time limit may be extended if it is mutually agreed upon by all voting members of the ICC.	▶	
MEDIATION	**STEP 4:** Request Facilitated Mediation	If the dispute cannot be resolved through negotiations within the prescribed timeframe, the initiating municipality shall provide, within 15 days of the conclusion of the ICC Review, written notice to the responding municipality outlining the details of the dispute that are to be mediated and a list of nominees to act as mediator. The participating municipalities shall jointly appoint a mediator within 15 days of receiving the written notice of request for facilitated mediation.	▶	
	STEP 5: Mediation	The initiating municipality must provide the mediator with an outline of the dispute, and any agreed statements of facts. The responding municipality must provide the mediator with access to all records, documents, and information that the mediator may reasonably request. The ICC shall meet at such reasonable times as may be required and must, through the intervention of the mediator, negotiate in good faith to resolve the dispute. All proceedings involving a mediator are without prejudice. The costs of mediation must be paid on an equal (50/50) basis by the participating municipalities.	▶	
	STEP 6: Mediation Report	If the dispute has not been resolved within 6 months of the date that the initial written notice (provided in Step 1) is received, the initiating municipality shall, within 21 days, prepare and provide a report to the responding municipality. The report must include: 1. A list of matters agreed upon by the participating municipalities; 2. A list of matters on which there is no agreement between the participating municipalities; and 3. A list of nominees to act as arbitrator. The initiating municipality may prepare a report before the 6 months have elapsed if: 1. The participating municipalities agree; or 2. The participating municipalities are unable to appoint a mediator.	▶	
ARBITRATION	**STEP 7:** Appoint Arbitrator	Within 15 days of receipt of the Mediation Report, the ICC must jointly appoint an arbitrator and provide the arbitrator with a copy of the report. If the ICC cannot agree on an arbitrator, the initiating municipality must forward a copy of the report to the Minister of Municipal Affairs with a request to appoint an arbitrator. In appointing an arbitrator, the Minister may place any conditions on the arbitration process as the Minister deems necessary, and may not hold to the requirements identified in the dispute resolution process of this ICF.	▶	
	STEP 8: Binding Arbitration	When arbitration is used to resolve the dispute(s), the *Arbitration Act*, R.S.A. 2000, c. A-43, as amended, shall apply to arbitration proceedings commended pursuant to this dispute resolution process.	▶	BINDING DECISION
	STEP 9: Cost of Arbitration	If the arbitrator's order is silent as to costs, a participating municipality may apply to the arbitrator within 30 days of receiving the order for a separate order respecting costs. If the arbitrator's final order is silent as to costs, the costs of arbitration must be paid on an equal (50/50) basis by the participating municipalities.	▶	

5 CORRESPONDENCE

1. Written notice under this Intermunicipal Collaboration Framework shall be addressed as follows:

In the case of Smoky Lake County:

4612 McDougall Drive

PO Box 310

Smoky Lake, Alberta T0A 3C0

In the case of Lamont County:

5303 - 50th Avenue
Lamont, Alberta T0B 2R0

2. In addition to the above. Notices may be sent by e-mail to the municipalities' Chief Administrative Officers.

SCHEDULE A – ICC TERMS OF REFERENCE

A.1 ESTABLISHMENT

1. The Intermunicipal Collaboration Committee (ICC) is established to give expanded focus to intermunicipal opportunities and considerations. Although individual Councils maintain the authority for decisions in the respective municipalities, the ICC is seen to be the foundation for intermunicipal matters. Without interfering with the good work being accomplished in existing intermunicipal committees, the ICC has the following five primary functions:
    a. Proactively identify new service areas or opportunities;
    b. Address intermunicipal opportunities that arise on an as needed basis where no existing structure exists to deal with the matter;
    c. Prioritize activities and develop appropriate measures, processes and subcommittees to address areas in consideration;
    d. Represent the region locally and provincially; and
    e. Address areas where intermunicipal differences in need of resolution may arise.
2. The ICC is a Committee of Council established under Section 145 of the *Municipal Government Act*, R.S.A. 2000, c. M-26, as amended, and meetings are to be held in accordance with Part 5, Division 9 of the MGA.

A.2 ICC COMPOSITION

1. The ICC will be composed of:

SMOKY LAKE COUNTY	Two elected officials
	Chief Administrative Officer (non-voting member)
LAMONT COUNTY	Two elected officials
	Chief Administrative Officer (non-voting member)

The ICC members will be as determined by the respective participating municipalities' Councils. The opportunity to rotate elected officials as alternates into the ICC will be at the discretion of each municipality.

A.3 ICC APPOINTMENT AND TERM

1. Appointment to the ICC shall be done annually at the participating municipalities' Organizational Meetings. When an elected official's term on Council has ended, the elected official's participation on the ICC shall be terminated.
2. Council may appoint alternate elected officials who may attend the meetings in cases where an appointed member is unable to attend a meeting. Should the Chief Administrative Officer be unable to attend, they may appoint an alternate.

A.4 ICC CHAIR

1. The ICC Chair and an alternate shall be elected by the members of the ICC from amongst the elected officials and shall normally serve for a term of one (1) year, with the position rotating among the participating municipalities. The ICC Chair shall be determined at the first meeting of the ICC each calendar year.

A.5 ADMINISTRATIVE SUPPORT

1. Unless otherwise determined by the ICC, administrative support for the ICC Chair shall be provided by the Chair's municipal Administration.

A.6 QUORUM

1. A quorum will consist of a minimum of one (1) elected official from each participating municipality attending the scheduled meeting. Attendance via phone or electronic means is acceptable.

A.7 NON-ICC MEMBER ATTENDANCE

1. Other elected officials, administration or staff may attend as observers, if invited by the ICC.
2. Should presentations to the ICC be required, the invited parties will be agreed to and coordinated ahead of the meeting by the Chief Administrative Officers.

A.8 SCHEDULE

1. Meetings of the ICC will be held at the request of one of the municipalities, with recognition that more frequent meetings may need to be added as opportunities/issues arise and initiatives are developed and to address specific matters.
2. Notice of a meeting will be provided by the municipality of the Chair. The administration from the Chair's municipality will be responsible for preparing and circulating the meeting's agenda and minutes.
3. Parties will give thirty (30) calendar days of notice for a meeting. Meeting requests will be directed to the Chief Administrative Officer of the respective municipalities.

A.9 BUDGET

1. Operating costs shall be borne by each municipality.

A.10 PUBLIC PARTICIPATION

1. All ICC meetings are open to the public. Members of the public are not permitted to participate in ICC discussions but may appear as a delegation before the ICC. Delegations shall be for a maximum of 10 minutes, unless otherwise agreed to by the ICC. Those wishing to appear as a delegation at an ICC meeting must so advise the ICC's administrative support a minimum of five (5) working days prior to the meeting.
2. If the ICC passes a resolution to enter a closed session in accordance with Section 197 of the *Municipal Government Act*, R.S.A. 2000, c. M-26, as amended, members of the public who are present at the meeting must leave the room in which the meeting is being held.

SCHEDULE B – DISCUSSION PROTOCOLS

B.1 PURPOSE

1. The following discussion protocols have been developed for the ICC to:
    a. Respect the jurisdictional autonomy of each participating municipality;
    b. Promote respectful and meaningful dialogue;
    c. Establish consistency in meeting discussions and decision making processes; and
    d. Seek consensus (where possible) on issues of regional or intermunicipal significance.

B.2 PARTICIPATING MUNICIPALITIES

1. The parties to this ICF and the discussions/negotiations flowing from it are Smoky Lake County and Lamont County (the participating municipalities).

B.3 DECISION MAKING AUTHORITIES

1. The participating municipalities acknowledge and agree that any issue agreed to in discussions/negotiations is an agreement in principle that is subject to approval by the Councils for the participating municipalities.

B.4 AGREEMENT TO NEGOTIATE

1. The parties agree that they will participate in good faith to discuss and negotiate ways to cooperate more effectively together while taking into account the interests of each municipality.

B.5 RIGHT TO INDEPENDENT AGREEMENTS

1. The parties to this ICF acknowledge the right of participating municipalities to enter into agreements with one or more of the participating municipalities when it cannot be demonstrated that there is regional benefit to entering into an agreement with all participating municipalities. The parties then agree to support agreements between some rather than all of the participating municipalities.

B.6 ROLE OF ADMINISTRATIVE SUPPORT/TECHNICAL ADVISORS

1. The participating municipalities may invite external consultants and/or administrative support to attend an ICC session with no less than seven (7) days' notice to the other party. In exceptional circumstances the requirement for seven days' notice may be waived by mutual agreement.
2. When possible, external attendees will be reflected on the meeting agenda.
3. External consultants and/or administrative support in attendance at a session will be subject to the provisions of the Discussion Protocols.

B.7 RESOLUTION OF ISSUES

1. The ICC will work to achieve consensus on the issues or package of issues before them. The parties agree that the ICC will own the consensus achieved through the discussion/negotiations and ICC members will represent it to their respective Councils.
2. For purposes of the discussions/negotiations consensus will be defined as “I/we can live with it”.

B.8 FREEDOM TO SPEAK AND CONFIDENTIALITY

1. Except as set out elsewhere in these Protocols or unless the parties have specifically agreed to release information, all discussions/negotiations, summary notes of discussions/negotiations and all other records or information generated for the purposes of the discussions/negotiations are to be kept confidential recognizing that:
    a. Other Council members will be informed about discussions/negotiations during closed session;
    b. Communication within the ICC and to Councils and select administrative support may be by electronic means recognizing that such communication is to be treated as confidential if it pertains to the content of the discussions/negotiations and that further dissemination beyond the ICC or Councils and select administrative support by electronic means is not permitted;
    c. Any information that is in the public domain but not the confidential negotiation discussions about that information, may be used by either party; and
    d. Disclosure of information associated with the discussions/negotiations can be made to external consultants and/or administrative support. This will only be done on a "need to know basis" and the person(s) will be required to keep all associated information confidential in accordance with these Protocols.

B.9 COMMUNICATION WITH MEDIA

1. The participating municipalities may agree to prepare and distribute a joint media release at various times throughout the discussions/negotiations. The mayor/reeve of the participating municipalities will act as the spokesperson for each municipality. Key messages to be released to the media and/or to the public will be discussed and finalized at the end of each negotiation meeting as a standing agenda item.

B.10 COMMUNICATION WITH THE PUBLIC

1. Any consultation, communication or dissemination of information with or to the public will be done jointly. Each party's logos and authorized signatures will be required on each joint communication with the public. Each municipality will act as the distributor for joint communication to their respective residents/ratepayers.

B.11 RECORD KEEPING

1. At its first meeting one of the parties will agree to appoint a staff member to act as the Recording Secretary for the ICC sessions. The Recording Secretary will provide confidential meeting notes that will summarize the ICC's discussion within ten (10) calendar days of the end of a session. At the conclusion of each session, the Chair will review the items discussed and summarize the consensus achieved or still to be achieved by the ICC on the items discussed. In addition, if any information has been requested during a session, the Chair will outline the requests and specify responsibilities for providing the information requested.
2. The ICC will indicate their approval of this summary, or provide clarification at the conclusion of the session. The written meeting notes will be reviewed as one of the first orders of business at the next scheduled session.

SCHEDULE C – DETAILED INVENTORY OF SERVICES

C.1 SERVICING AND INFRASTRUCTURE

DESCRIPTION	CATEGORY	PROVIDER	PARTICIPANTS	TIMEFRAME	EXPIRY	OPPORTUNITY
Note: Would include: transportation, water, wastewater, and solid waste						

OPPORTUNITIES FOR FUTURE AGREEMENTS:

C.2 EMERGENCY SERVICES

DESCRIPTION	CATEGORY	PROVIDER	PARTICIPANTS	TIMEFRAME	EXPIRY	OPPORTUNITY
Mutual Fire Aid Agreement	Intermunicipal	Smoky Lake County Lamont County	Smoky Lake County Lamont County	None specified	Renewed annually through a Memorandum of Understanding.	Opportunity to include other municipalities within the Smoky Lake and Lamont County Regions

OPPORTUNITIES FOR FUTURE AGREEMENTS:
Regional Emergency and Recreational River Access Strategy
Regional strategies or initiatives to address rural crime

C.3 RECREATION AND COMMUNITY SERVICES

DESCRIPTION	CATEGORY	PROVIDER	PARTICIPANTS	TIMEFRAME	EXPIRY	OPPORTUNITY

OPPORTUNITIES FOR FUTURE AGREEMENTS:
Year-round Regional Trail Network

C.4 PLANNING AND DEVELOPMENT

DESCRIPTION	CATEGORY	PROVIDER	PARTICIPANTS	TIMEFRAME	EXPIRY	OPPORTUNITY

OPPORTUNITIES FOR FUTURE AGREEMENTS:

C.5 HERITAGE

DESCRIPTION	CATEGORY	PROVIDER	PARTICIPANTS	TIMEFRAME	EXPIRY	OPPORTUNITY

OPPORTUNITIES FOR FUTURE AGREEMENTS:

Regional Heritage Board

C.6 ECONOMIC DEVELOPMENT

DESCRIPTION	CATEGORY	PROVIDER	PARTICIPANTS	TIMEFRAME	EXPIRY	OPPORTUNITY
Go East Regional Tourism Organization & Travel Guide	Third Party	Go East Tourism Organization	Smoky Lake County Lamont County And other municipal partners	Annual	Annual	

OPPORTUNITIES FOR FUTURE AGREEMENTS:

Regional Economic Development Board

C.7 OTHER FUTURE PROJECTS/COLLABORATION OPPORTUNITIES

DESCRIPTION	CATEGORY	PROVIDER	PARTICIPANTS	TIMEFRAME	EXPIRY	OPPORTUNITY

OPPORTUNITIES FOR FUTURE AGREEMENTS:

SCHEDULE D – INTERMUNICIPAL DEVELOPMENT PLAN

AMENDING AGREEMENT entered into this 6 day of March, 2025.

BETWEEN:

LAMONT COUNTY

- and -

SMOKY LAKE COUNTY

ICF AMENDING AGREEMENT

WHEREAS Lamont County and Smoky Lake County have entered into an Intermunicipal Collaboration Framework dated February 2021 (the "ICF"); and

AND WHEREAS Ministerial Order No. MSD: 024/23 provides that the date by which a municipality must review an intermunicipal collaboration framework is amended from at least every five years to at least every seven years (the "Ministerial Order");

AND WHEREAS Lamont County and Smoky Lake County wish to amend the ICF to reflect the extended timeline in the Ministerial Order to review the ICF.

NOW THEREFORE Lamont County and Smoky Lake County covenant and agree with each other as follows:

1. Section 1.4.3 of the ICF is replaced with the following:

   > It is agreed by the Municipalities that the Councils shall review at least once every seven years, commencing no later than 2027, the terms and conditions of the agreement.

2. Except for the foregoing amendment, the ICF shall continue in full force and effect and binding in accordance with its terms.

[*Signature Page to Follow*]

IN WITNESS WHEREOF Lamont County and Smoky Lake County have affixed their corporate seals as attested by their duly authorized signing officers as of the first day above written.

SMOKY LAKE COUNTY

[redacted]

Reeve

[redacted]

Chief Administrative Officer

LAMONT COUNTY

[redacted]

Reeve

[redacted]

Chief Administrative Officer

SMOKY LAKE COUNTY
IN THE PROVINCE OF ALBERTA
BYLAW NO. 1507-26

A BYLAW OF THE MUNICIPALITY OF SMOKY LAKE COUNTY IN THE PROVINCE OF ALBERTA, TO REPEAL BYLAW NO. 1360-19, SAID BYLAW BEING THE INTERMUNICIPAL COLLABORATION FRAMEWORK BETWEEN SMOKY LAKE COUNTY AND THE COUNTY OF TWO HILLS, AND TO REPEAL BYLAW NO. 1391-21 SAID BYLAW BEING THE INTERMUNICIPAL COLLABORATION FRAMEWORK BETWEEN SMOKY LAKE COUNTY AND LAMONT COUNTY

WHEREAS pursuant to section 708.28(1) of the *Municipal Government Act*, R.S.A. 2000, c. M-26, as amended, municipalities that have common boundaries must create a framework unless they are members of the same growth management board; and

AND WHEREAS section 708.28(1.1) of the *Municipal Government Act*, R.S.A. 2000, c. M-26, as amended, provides an exemption from the requirement to create a framework if the parties agree not to create a framework;

AND WHEREAS Smoky Lake County has received written notice from both the County of Two Hills and Lamont County, pursuant to section 708.28(1.2) of the *Municipal Government Act*, R.S.A. 2000, c. M-26, as amended, that each municipality wishes to terminate its framework with Smoky Lake County;

AND WHEREAS Smoky Lake County has reviewed all existing agreements between Smoky Lake County and the County of Two Hills & between Smoky Lake County and Lamont County and has determined that intermunicipal services will continue to be adequately provided by other means;

NOW THEREFORE under the authority and subject to the provisions of the *Municipal Government Act*, R.S.A. 2000, c. M-26, as amended, and by virtue of all other enabling powers, the Council of Smoky Lake County, duly assembled, enacts as follows:

1. That the Smoky Lake County and County of Two Hills Intermunicipal Collaboration Framework Bylaw No. 1360-19, attached as 'Schedule A', is repealed upon this Bylaw coming into force.

2. That the Smoky Lake County and Lamont County Intermunicipal Collaboration Framework Bylaw No. 1391-21, attached as 'Schedule B', is repealed upon this Bylaw coming into force.

3. This Bylaw shall take effect on the date of Third Reading.

READ A FIRST TIME IN COUNCIL THIS 25TH DAY OF JUNE, AD 2026.

_____
Craig Lukinuk
Reeve

S E A L

_____
Chyenne Shaw
Chief Administrative Officer

READ A SECOND TIME IN COUNCIL THIS 25TH DAY OF JUNE, AD 2026.

READ A THIRD AND FINAL TIME IN COUNCIL THIS 25TH DAY OF JUNE, AD 2026.

_____
Criag Lukinuk
Reeve

S E A L

_____
Chyenne Shaw
Chief Administrative Officer

SCHEDULE A – BYLAW NO. 1360-19
SMOKY LAKE COUNTY & COUNTY OF TWO HILLS
INTERMUNICIPAL COLLABORATION FRAMEWORK

Bylaw No. 11-2019
Schedule A

Intermunicipal Collaboration Framework

Between

Smoky Lake County

And

County of Two Hills No. 21

October 23, 2019

WHEREAS, Smoky Lake County and the County of Two Hills No. 21 share a common border; and

WHEREAS, Smoky Lake County and the County of Two Hills No. 21 share common interests and are desirous of working together to provide services to their residents; and

WHEREAS, the Municipal Government Act stipulates that municipalities that have a common boundary must create an Intermunicipal Collaboration Framework with each other that identifies the services provided by each municipality, which services are best provided on an intermunicipal basis, and how services to be provided on an intermunicipal basis will be delivered and funded.

NOW THEREFORE, by mutual covenant of the Municipalities it is agreed as follows:

A. DEFINITIONS

1) In this Agreement
   a) "lead municipality" means the municipality responsible for administering the agreement.
   b) "municipalities" Smoky Lake County and the County of Two Hills No. 21.

B. TERM AND REVIEW

1) In accordance with the *Municipal Government Act*, this Intermunicipal Collaboration Framework shall come into force on final passing of matching bylaws that contain the Framework by both Municipalities.

2) This Framework may be amended by mutual consent of both Municipalities unless specified otherwise in this Framework.

3) It is agreed by the Municipalities that the Councils shall review at least once every five years, commencing no later than 2024 to review the terms and conditions of the agreement.

C. INTERMUNICIPAL COOPERATION

1) The Councils of the Municipalities shall be the forum for reviewing the Intermunicipal Collaboration Agreement.

D. GENERAL TERMS

1) Both Municipalities agree that in consideration of the service agreements outlined in Section E(2) that residents of the Municipalities will be afforded the same services at the same costs, including user fees, as the County of Two Hills No. 21 residents for services provided by Smoky Lake County and Smoky Lake County residents for

services provided by the County of Two Hills No. 21.

E. MUNICIPAL SERVICES

1) Both Municipalities have reviewed the services offered to residents. Based on the review it has been determined that each Municipality will continue to provide the following services to their residents independently:
   a. Water and Wastewater
   b. Emergency Services
   c. Recreation
   d. Transportation
   e. Waste Water
   f. Affordable Housing
   g. Municipal Administration
   h. Agricultural Services
   i. Animal Control
   j. Assessment Services
   k. Bylaw Enforcement
   l. Information Technology
   m. Pest Control
   n. Police Services
   o. Purchasing/Procurement Services
   p. Weed Control

2) The Municipalities have a history of working together to provide municipal services to the residents on an intermunicipal basis, with the following services being provided directly or indirectly to their residents:

   a. Emergency Services:
      - The Municipalities, with additional partners, have agreements in place to aid in the event of emergencies. There is a Mutual Aid Fire Agreement between the Smoky Lake County and County of Two Hills No. 21 dated 3 ~~March 2000~~ October 2019. As a mutual aid agreement there is no lead municipality. Cost sharing is in accordance with the Mutual Aid Fire Agreement, with the municipality requesting mutual aid being responsible for the applicable costs associated with responding to the emergency.

   b. Intermunicipal Development Plan
      - The Municipalities entered into an Intermunicipal Development Plan in 2021, in accordance with the *Municipal Government Act*. As an Intermunicipal Development Plan there is no lead municipality and no cost sharing.

3) The Municipalities acknowledge that in addition to the shared service agreements in place between the Municipalities, they each have independent agreements with other regional partners.

4) The Municipalities have reviewed the aforementioned existing agreements and have determined that these are the most appropriate municipal services to be conducted in a shared manner.

F. FUTURE PROJECTS & AGREEMENTS

1) In the event that either Municipality initiates the development of a new project and/or service that may require a new cost-sharing agreement, the initiating Municipality's Chief Administrative Officer will notify the other Municipality's Chief Administrative Officer in writing.

2) The initial notification will include a general description of the project, estimated costs and timing of expenditures. The other Municipality will advise if they have objections in principle to provide funding to the project and provide reasons. An opportunity will be provided to discuss the project at the Council meetings.

3) The following criteria will be used when assessing the desirability of funding of new projects:
   a. Relationship of the proposed capital project to Intermunicipal Development Plan, or any other regional long-term planning document prepared by the Municipalities;
   b. The level of community support;
   c. The nature of the project;
   d. The demonstrated effort by volunteers to raise funds and obtain grants (if applicable);
   e. The projected operating costs for new capital projects;
   f. Municipal debt limit; and,
   g. Projected utilization by residents of both Municipalities.

4) Once either Municipality has received written notice of new project, Council meetings must be held within thirty (30) calendar days of the date the written notice was received, unless both Chief Administrative Officers agree otherwise.

5) The Councils will be the forum used to discuss and review future mutual aid agreements and/or cost sharing agreements. In the event the Councils are unable to reach an agreement, the dispute shall be dealt with through the procedure outlined within Section G of this document.

6) Both Municipalities recognize that the decision to participate in or not participate in a project ultimately lies with the respective municipal councils, who in turn must rely on the support of their electorate to support the project and any borrowing that could be required.

G. DISPUTE RESOLUTION

1) The Municipalities are committed to resolving any disputes in a non-adversarial, informal and cost-efficient manner.

2) The Municipalities shall make all reasonable efforts to resolve all disputes by negotiation and agree to provide, without prejudice, open and timely disclosure of relevant facts, information and documents to facilitate negotiations.

3) In the event of a dispute, the Municipalities agree that they shall undertake a process to promote the resolution of the dispute in the following order:
   a. negotiation;
   b. mediation; and
   c. binding arbitration.

4) If any dispute arises between the Municipalities regarding the interpretation, implementation or application of this Framework or any contravention or alleged contravention of this Framework, the dispute will be resolved through the binding Dispute Resolution Process outlined herein.

5) If the Dispute Resolution Process is invoked, the Municipalities shall continue to perform their obligations described in this Framework until such time as the Dispute Resolution Process is complete.

6) Despite Section G(4), where an existing intermunicipal agreement has a binding dispute resolution process included the process in the existing intermunicipal agreement shall be used instead of the dispute resolution outlined in this Framework.

7) A Municipality shall give written notice ("Dispute Notice") to the other Municipality of a dispute and outline in reasonable detail the relevant information concerning the dispute. Within thirty (30) days following receipt of the Dispute Notice, the Councils shall meet and attempt to resolve the dispute through discussion and negotiation, unless a time extension is mutually agreed by the CAOs. If the dispute is not resolved within sixty (60) days of the Dispute Notice being issued, the negotiation shall be deemed to have failed.

8) If the Municipalities cannot resolve the dispute through negotiation within the prescribed time period, then the dispute shall be referred to mediation.

9) Either Municipality shall be entitled to provide the other Municipality with a written notice ("Mediation Notice") specifying:
   a. The subject matters remaining in dispute, and the details of the matters in dispute that are to be mediated; and
   b. The nomination of an individual to act as the mediator.

10) The Municipalities shall, within thirty (30) days of the Mediation Notice, jointly nominate or agree upon a mediator.

11) Where a mediator is appointed, the Municipalities shall submit in writing their dispute to the mediator and afford the mediator access to all records, documents and information the mediators may reasonably request. The Municipalities shall meet with the mediator at such reasonable times as may be required and shall, through the intervention of the mediator, negotiate in good faith to resolve their dispute. All proceedings involving a mediator are agreed to be without prejudice and the fees and expenses of the mediator and the cost of the facilities required for mediation shall be shared equally between the Municipalities.

12) In the event that:
   a. The Municipalities do not agree on the appointment of a mediator within thirty (30) days of the Mediation Notice; or
   b. The mediation is not completed within sixty (60) days after the appointment of the mediator; or
   c. The dispute has not been resolved within ninety (90) days from the date of receipt of the Mediation Notice;

   either Municipality may by notice to the other withdraw from the mediation process and in such event the dispute shall be deemed to have failed to be resolved by mediation.

13) If mediation fails to resolve the dispute, the dispute shall be submitted to binding arbitration. Either of the Municipalities may provide the other Municipality with written notice ("Arbitration Notice") specifying:
   a. the subject matters remaining in dispute and the details of the matters in dispute that are to be arbitrated; and
   b. the nomination of an individual to act as the arbitrator.

14) Within thirty (30) days following receipt of the Arbitration Notice, the other Municipality shall, by written notice, advise as to which matters stated in the Arbitration Notice it accepts and disagrees with, advise whether it agrees with the resolution of the disputed items by arbitration, and advise whether it agrees with the arbitrator selected by the initiating Municipality or provide the name of one arbitrator nominated by that other Municipality.

15) The Municipalities shall, within thirty (30) days of the Arbitration Notice, jointly nominate or agree upon an arbitrator.

16) Should the Municipalities fail to agree on a single arbitrator within the prescribed time period, then either Municipality may apply to a Justice of the Court of Queen's Bench of Alberta to have the arbitrator appointed.

17) The terms of reference for arbitration shall be those areas of dispute referred to in the Arbitration Notice and the receiving Municipality's response thereto.

18) The *Arbitration Act* (Alberta), as amended from time to time, shall apply to arbitration proceedings commenced pursuant to this Framework.

19) The arbitrator shall proceed to hear the dispute within sixty (60) days of being appointed and proceed to render a written decision concerning the dispute forthwith.

20) The arbitrator's decision is final and binding upon the Municipalities subject only a Municipality's right to seek judicial review by the Court of Queen's Bench on a question of jurisdiction.

21) If the Municipalities do not mutually agree on the procedure to be followed, the arbitrator may proceed to conduct the arbitration on the basis of documents or may hold hearings for the presentation of evidence and for oral argument.

22) Subject to the arbitrator's discretion, hearings held for the presentation of evidence and for argument are open to the public.

23) If the arbitrator establishes that hearings are open to the public in Section 21, the arbitrator, as their sole discretion, may solicit written submissions. If the arbitrator requests written submissions, they must be considered in the decision.

24) The fees and expenses of the arbitrator and the cost of the facilities required for arbitration shall be shared on a proportional basis by the municipalities that are parties to the framework as set out in subsection G(25).

25) Each municipality's proportion of the costs must be determined by population. For greater certainty this means the Smoky Lake County portion would be 40.33% and the County of Two Hills would be 59.67%, based on 2018 Alberta Municipal Affairs Population List. These percentage amounts will remain for the Term of the Agreement.

26) On conclusion of the arbitration and issuance of an order, the arbitrator must proceed to compile a record of the arbitration and give a copy of the record to each of the Municipalities.

H. CORRESPONDENCE

1) Written notice under this Agreement shall be addressed as follows:

   a. In the case of Smoky Lake County to:

   Smoky Lake County
   c/o Chief Administrative Officer
   P.O. Box 310
   Smoky Lake, AB T0A 3C0

   b. In the case of the County of Two Hills No. 21 to:

   County of Two Hills No. 21
   c/o Chief Administrative Officer
   5015 – 49 Avenue
   Two Hills, AB T0A 3A4

2) In addition to Section H(1), notices may be sent by electronic mail to the Chief Administrative Officer.

IN WITNESS WHEREOF the Municipalities have affixed their corporate seals as attested by the duly authorized signing officers of the Municipalities as of the first day above written.

SMOKY LAKE COUNTY	COUNTY OF TWO HILLS NO. 21
[redacted]	[redacted]
Reeve	Reeve
[redacted]	[redacted]
Chief Administrative Officer	Chief Administrative Officer
Bylaw Number: 1360-19	Bylaw Number: 11-2019

COUNTY OF
TWO HILLS

P.O Box 490, Two Hills AB T0B 4K0
Telephone: (780) 657-3358 Fax: (780) 657-3504

October 29, 2019

Council of Smoky Lake County
4612 – McDougall Drive
P.O. Box 310
Smoky Lake, Alberta, T0A 3C0

Dear Council of Smoky Lake County,

Re: Intermunicipal Collaboration Framework Bylaw with the County of Two Hills

This will advise that the Two Hills County Council resolved, at their meeting of October 23, 2019, that all required readings to Bylaw No. 11-2019 being the Intermunicipal Collaboration Framework with Smoky Lake County were passed, duly enacting the bylaw.

Also, enclosed in this letter is Bylaw No. 11-2019 Schedule A, to be signed and returned complete with Smoky Lake's bylaw number to the County of Two Hills Administration Office. The County of Two Hills appreciates the spirit of collaboration with our neighbouring municipalities in pursuit of this legislative achievement.

Should you have any questions or concerns, you may contact the undersigned.

Sincerely,

[redacted]

Sally Dary, CLGM
Chief Administration Officer

RECEIVED
NOV 13 2019
LAKE COUNTY

SCHEDULE B – BYLAW NO. 1391-21
SMOKY LAKE COUNTY & LAMONT COUNTY
INTERMUNICIPAL COLLABORATION FRAMEWORK

SMOKY LAKE COUNTY

IN THE PROVINCE OF ALBERTA
BYLAW NO. 1391-21

BEING A BYLAW OF SMOKY LAKE COUNTY IN THE PROVINCE OF ALBERTA TO ADOPT AN INTERMUNICIPAL COLLABORATION FRAMEWORK BETWEEN SMOKY LAKE COUNTY AND LAMONT COUNTY.

****

WHEREAS, pursuant to the *Municipal Government Act*, R.S.A. 2000 c. M-26 Section 708.28(1) and amendments thereto, mandates that municipalities which share a common boundary must create an Intermunicipal Collaboration Framework with one another;

AND WHEREAS, pursuant to the *Municipal Government Act*, R.S.A. 2000 c. M-26 Section 708.29 and amendments thereto, establishes the content of a framework that must considered, including identification of the services provided on an intermunicipal basis, the municipality or municipalities responsible for providing the services, and how the services will be delivered and funded;

AND WHEREAS, Smoky Lake County and Lamont County are municipalities in a region with some common boundaries;

AND WHEREAS, Smoky Lake County and Lamont County share a common regional interest and are desirous of working together to provide services to their residents.

NOW THEREFORE, be it resolved that the Council of Smoky Lake County in the Province of Alberta, duly assembled hereby enacts as follows:

1. THAT the Smoky Lake Region Intermunicipal Collaboration Framework attached hereto as "**Schedule A**" of this Bylaw is hereby adopted.
2. This Bylaw may be cited as "Smoky Lake County and Lamont County Intermunicipal Collaboration Framework."
3. This Bylaw may be amended by Bylaw in accordance with the *Municipal Government Act*, R.S.A. 2000, c. M-26, as amended.
4. Should any provision of this Bylaw be found invalid, the invalid provision shall be severed and the remaining Bylaw shall be maintained.

EFFECTIVE DATE

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

READ A **FIRST TIME** IN COUNCIL THIS 25th day of February, AD **2021.**

READ A **SECOND TIME** IN COUNCIL THIS 25th day of February, AD **2021.**

READ A **THIRD AND FINAL TIME, THIS** 25th day of February, AD **2021.**

SIGNED COPY AVAILABLE UPON REQUEST

REEVE, SMOKY LAKE COUNTY

SEAL

SIGNED COPY AVAILABLE UPON REQUEST

CHIEF ADMINISTRATIVE OFFICER, SMOKY LAKE COUNTY

IN WITNESS THEREOF,

SIGNED COPY AVAILABLE UPON REQUEST

REEVE, LAMONT COUNTY

SEAL

SIGNED COPY AVAILABLE UPON REQUEST

CHIEF ADMINISTRATIVE OFFICER, LAMONT COUNTY



Smoky Lake County & Lamont County

INTERMUNICIPAL COLLABORATION FRAMEWORK

February 2021

Smoky Lake County
Bylaw No. 1391-21

Lamont County
Bylaw No. 829.21

ACKNOWLEDGEMENTS

Smoky Lake County and Lamont County are located within Treaty 6 Territory, and the traditional lands of the Cree, Blackfoot and Métis people.

Collaboration recognizes the interconnected nature of human culture, land, water, and natural resources.

The municipalities are committed to exploring opportunities for collaboration with local First Nations and Metis people.

COUNCILS AND PROJECT TEAM

SMOKY LAKE COUNTY

Craig Lukinuk	Reeve
Randy Orichowski	Deputy Reeve
Johnny Cherniwchan	Councillor
Dan Gawalko	Councillor
Lorne Halisky	Councillor

LAMONT COUNTY

David Diduck	Reeve
Roy Anaka	Deputy Reeve
Daniel Warawa	Councillor
Wayne Woldanski	Councillor
Neil Woitas	Councillor

CONSULTING TEAM

MUNICIPAL PLANNING SERVICES

Jane Dauphinee	Principal & Senior Planner
Allison Rosland	Planner
Brad MacDonald	Planner
Kyle Miller	Planner

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EXECUTIVE SUMMARY

Smoky Lake County and Lamont County have partnered to adopt a bi-lateral Intermunicipal Collaboration Framework. The Counties have entered into this Framework in good faith, and with a commitment to intermunicipal communication and collaboration that benefits the region's residents.

A Steering Committee comprised of representatives of the partnering municipalities was established in 2019 to guide the project and provide information and direction to the project consultant. Municipal Planning Services (2009) Ltd. was contracted to develop an Intermunicipal Development Plan, prepare an Intermunicipal Collaboration Committee Terms of Reference, create an inventory of municipal and intermunicipal services, develop processes for decision making, and develop dispute resolution procedures – to support the development of the Intermunicipal Collaboration Framework.

Intermunicipal Collaboration Frameworks were introduced by the Province of Alberta as part of the *Modernized Municipal Government Act* in 2018. All municipalities that share a common border are required to adopt an Intermunicipal Collaboration Framework; municipalities that do not have a common boundary may be a party to a framework.

The purpose of an ICF is to facilitate communication and cooperation between neighbouring municipalities to ensure municipal services are provided to residents in an efficient and cost effective manner.

The Smoky Lake County & Lamont County Intermunicipal Collaboration Framework consists of 5 Parts and includes 4 Schedules (documents and plans intended to provide further guidance/information).

INTERPRETATION

The Smoky Lake County & Lamont County Intermunicipal Collaboration Framework has been written with the purpose of being a document that can easily be read and used by the participating municipalities' Councils, Administration, residents, and development proponents. The purpose of this section is to provide greater clarity to the reader with respect to common terms and acronyms used in the document and accompanying schedules.

ACRONYM	TITLE
ARP	Area Redevelopment Plan
ASP	Area Structure Plan
ICC	Intermunicipal Collaboration Committee
ICF	Intermunicipal Collaboration Framework
IDP	Intermunicipal Development Plan
LUB	Land Use Bylaw
LUF	Land Use Framework
MDP	Municipal Development Plan
MGA	*Municipal Government Act*, R.S.A. 2000, c. M-26, as amended
TOR	Terms of Reference

PHRASE	DEFINITION
PARTICIPATING MUNICIPALITIES	Smoky Lake County and Lamont County.
INITIATING MUNICIPALITY	The municipality that is the primary proponent of a proposed intermunicipal collaboration project or opportunity, or the municipality that initiates a dispute resolution process.
RESPONDING MUNICIPALITY	The municipality that have been requested by an initiating municipality to be party to a proposed intermunicipal collaboration project or opportunity; or a municipality that have been issued notice of a dispute.

1 INTRODUCTION

1.1 PURPOSE

1. The purpose of the Smoky Lake County & Lamont County Intermunicipal Collaboration Framework (ICF) is to establish formalized protocols for intermunicipal cooperation, communication, and service delivery.

1.2 PARTICIPATING MUNICIPALITIES

1. The following municipalities are party to the ICF: Smoky Lake County and Lamont County. They may be referred to as "the participating municipalities," "the Counties," or "the municipalities" in this Intermunicipal Collaboration Framework.

1.3 SCHEDULES TO THE ICF

1. The following Schedules are referenced in the ICF, and included for information.

SCHEDULE	TITLE
A	Intermunicipal Collaboration Committee Terms of Reference
B	Discussion Protocols
C	Detailed Inventory of Services
D	Smoky Lake County & Lamont County Intermunicipal Development Plan

1.4 TERMS AND REVIEW

1. In accordance with the *Municipal Government Act*, the Smoky Lake County & Lamont County Intermunicipal Collaboration Framework shall come into effect on final passing of matching bylaws that contain the ICF by all participating municipalities.
2. The Intermunicipal Collaboration Framework may be amended by mutual consent by the participating municipalities, unless specified otherwise in this ICF.
3. It is agreed by the participating municipalities that the Intermunicipal Collaboration Committee shall undertake a formal review of the Intermunicipal Collaboration Framework at least once every five years, commencing no later than 2026.

1.5 DECISION MAKING PROCESS

1. Unless otherwise identified in this ICF, decision-making related to this ICF shall be vested in the participating municipalities' Councils.
2. Together, the Intermunicipal Collaboration Committee (ICC) Terms of Reference included in Schedule A and the Discussion Protocols in Schedule B outline how the ICC will function, and guide how the participating municipalities determine what issues, projects, and initiatives are subject to this ICF.

1.6 COSTS FOR NEW INITIATIVES

1. Allocation of costs for the cost-sharing for new development of service agreements shall be determined by the Councils of each or all of the municipalities and shall take into consideration the recommendation of the Intermunicipal Collaboration Committee.

2 INTERMUNICIPAL COLLABORATION COMMITTEE

2.1 INTENT

1. In order to establish meaningful and ongoing intermunicipal communication, the participating municipalities agree to establish a joint Intermunicipal Collaboration Committee (ICC, or 'the Committee') with the intent of:
    a. Fostering effective collaboration between the participating municipalities;
    b. Ensuring the routine monitoring of intermunicipal relationships and agreements; and
    c. Providing a forum for dealing with intermunicipal concerns and capitalizing on regional opportunities in a mutually beneficial and timely fashion.

2.2 EFFECTIVE DATE

1. The ICC is established as of the effective date of the ICF and subsequently renewed at the respective organizational meetings of each participating municipality on an annual basis as long as this ICF is in effect.

2.3 COMPOSITION

1. The composition of the ICC (including the identification of voting and non-voting members) is identified in the Intermunicipal Collaboration Committee Terms of Reference in Schedule A.
2. The ICC may be comprised of the same individual members as a committee established as part of an approved Intermunicipal Development Plan. However, the committees shall retain separate functions.

2.4 REPORTING AND MEETINGS

1. At minimum, the ICC shall report annually to the Councils of the participating municipalities in open sessions on the status of the participating municipalities' intermunicipal relationship and any cooperation agreements.
2. The ICC shall meet on an "as required" basis.

2.5 TERMS OF REFERENCE

1. The ICC shall be guided by the intent and provisions of the ICC Terms of Reference included as Schedule A, and the Discussion Protocols included as Schedule B.

3 INTERMUNICIPAL COOPERATION

3.1 PRINCIPLES

1. The participating municipalities agree to the following principles to guide regional communication and cooperation efforts:
    a. To have defined communication channels to share information.
    b. To encourage respect of different views and interests.
    c. To pursue relations based on transparency and openness.
    d. To work together to resolve issues.
    e. To develop a consultative process to ensure shared goals and efforts.
    f. To respect jurisdictional interests.
    g. To acknowledge that not all parties need to be involved in each regional project.
    h. To advance shared interests to other levels of government with a common voice.
    i. To ensure public awareness of the progress and results of regional cooperation.

3.2 INVENTORY OF SERVICES

1. The participating municipalities have a history of working cooperatively and collaboratively to provide municipal services to their residents on an intermunicipal basis, with services being provided directly or indirectly to their residents.
2. An inventory containing information about these services is included in Schedule C of this ICF.

3.3 FUTURE COLLABORATION OPPORTUNITIES

1. In the event that a participating municipality initiates the development of a new project and/or service that may require a new cost-sharing agreement, the initiating municipality's Chief Administrative Officer will notify the other municipality's Chief Administrative Officers in writing.
2. The initial notification by the initiating municipality will include a general description of the project, estimated costs, and timing of expenditures. The responding municipalities will advise if they have objections in principle to provide funding to the project and provide reasons. An opportunity will be provided to discuss the project at the Intermunicipal Collaboration Committee meeting.
3. The following criteria will be used when assessing the feasibility of proposed new projects/agreements, and determining if the proposed new project/agreement will be mutually beneficial to the participating municipalities:
    a. Relationship of the proposed capital project to Intermunicipal Development Plan or any other regional long term planning document prepared by the participating municipalities;
    b. The level of community support;
    c. The nature of the project;
    d. The demonstrated effort by volunteers to raise funds and obtain grants (if applicable);
    e. The projected operating costs for new capital projects;
    f. Municipal debt limit; and
    g. Projected utilization by residents of the participating municipalities in the region.
4. Once the municipalities have received written notice of new project, an Intermunicipal Collaboration Committee meeting must be held within thirty (30) calendar days of the date the written notice was received, unless all participating Chief Administrative Officers agree otherwise.

5. The ICC will be the forum used to discuss and review future mutual aid agreements and/or cost sharing agreements. In the event the Intermunicipal Collaboration Committee is unable to reach an agreement, the dispute shall be dealt with through the procedure outlined in Part 4 – Dispute Resolution.
6. The participating municipalities recognize that the decision to participate in or not participate in a project ultimately lies with the respective municipal councils, who in turn must rely on the support of their electorate to support the project and any borrowing that could be required.
7. The future service agreements and projects listed in Appendix C (subsection C.10) are not exhaustive. The future agreements and projects identified are collaboration priorities at the time of adoption of this ICF. The ICC and Councils can explore service agreements and opportunities not on this list.

4 DISPUTE RESOLUTION

4.1 PRINCIPLES

1. The dispute resolution process in this ICF relates to matters specific to the ICF.
2. The participating municipalities are committed to resolving any disputes in a non-adversarial, informal, and cost-effective manner.
3. The participating municipalities shall make all reasonable efforts to resolve disputes by negotiation and agree to provide (without prejudice) open and timely disclosure of relevant facts, information, and documents to facilitate negotiations.
4. In the event of a dispute, the participating municipalities agree that they shall undertake a process to promote the resolution of the dispute in the following manner:
    a. Negotiation;
    b. Mediation;
    c. Binding Arbitration.
5. If any dispute arises between the participating municipalities regarding the interpretation, implementation, or application of this ICF, the dispute will be resolved through the Dispute Resolution Process outlined herein.

4.2 PROCESS

1. The participating municipalities agree that disputes relating to the ICF shall be restricted to the following:
    a. Lack of agreement on proposed amendments; and
    b. Lack of agreement on interpretation of this ICF.
2. The participating municipalities shall undertake the dispute resolution process outlined in Figure 1.
3. If a dispute arises pertaining to a service agreement (or a lack of agreement on a proposed new agreement) that does not include all of the participating municipalities, only those municipalities that are (or proposed to be) party to the agreement will undertake the dispute resolution process.
4. If at any point in the dispute resolution process a resolution is achieved to the satisfaction of the participating municipalities, no further steps in the process shall be required.

Figure 1: Dispute Resolution Process

	STEP	COMMUNICATION/ACTION	OUTCOME
NEGOTIATION	**STEP 1:** Issue Identification and Notice of Dispute	When a participating municipality (the initiating municipality) believes that there is a dispute under the ICF and wishes to engage in dispute resolution, the initiating municipality must provide written notice to the other municipality (the responding municipality) identifying area(s) of dispute and request negotiation. The issue of the dispute will not proceed further (or a decision rendered) until the dispute has been resolved.	RESOLUTION OR NEXT STEP
	STEP 2: Negotiation (Administrative Review)	Within 15 days after the notice is received by the participating municipalities, the CAO from each municipality shall participate in one or more meetings, in-person, to attempt to negotiate a resolution to the dispute. Failing resolution within the 15 days, the dispute will then be referred to the Intermunicipal Collaboration Committee (ICC). The 15-day time limit may be extended if it is mutually agreed upon by all representatives of the participating municipality.	
	STEP 3: Negotiation (ICC Review)	The ICC will convene to consider and attempt to resolve the dispute within 30 days of the conclusion of the Administrative Review. The 30-day time limit may be extended if it is mutually agreed upon by all voting members of the ICC.	
MEDIATION	**STEP 4:** Request Facilitated Mediation	If the dispute cannot be resolved through negotiations within the prescribed timeframe, the initiating municipality shall provide, within 15 days of the conclusion of the ICC Review, written notice to the responding municipality outlining the details of the dispute that are to be mediated and a list of nominees to act as mediator. The participating municipalities shall jointly appoint a mediator within 15 days of receiving the written notice of request for facilitated mediation.	
	STEP 5: Mediation	The initiating municipality must provide the mediator with an outline of the dispute, and any agreed statements of facts. The responding municipality must provide the mediator with access to all records, documents, and information that the mediator may reasonably request. The ICC shall meet at such reasonable times as may be required and must, through the intervention of the mediator, negotiate in good faith to resolve the dispute. All proceedings involving a mediator are without prejudice. The costs of mediation must be paid on an equal (50/50) basis by the participating municipalities.	
	STEP 6: Mediation Report	If the dispute has not been resolved within 6 months of the date that the initial written notice (provided in Step 1) is received, the initiating municipality shall, within 21 days, prepare and provide a report to the responding municipality. The report must include: 1. A list of matters agreed upon by the participating municipalities; 2. A list of matters on which there is no agreement between the participating municipalities; and 3. A list of nominees to act as arbitrator. The initiating municipality may prepare a report before the 6 months have elapsed if: 1. The participating municipalities agree; or 2. The participating municipalities are unable to appoint a mediator.	
ARBITRATION	**STEP 7:** Appoint Arbitrator	Within 15 days of receipt of the Mediation Report, the ICC must jointly appoint an arbitrator and provide the arbitrator with a copy of the report. If the ICC cannot agree on an arbitrator, the initiating municipality must forward a copy of the report to the Minister of Municipal Affairs with a request to appoint an arbitrator. In appointing an arbitrator, the Minister may place any conditions on the arbitration process as the Minister deems necessary, and may not hold to the requirements identified in the dispute resolution process of this ICF.	
	STEP 8: Binding Arbitration	When arbitration is used to resolve the dispute(s), the *Arbitration Act*, R.S.A. 2000, c. A-43, as amended, shall apply to arbitration proceedings commended pursuant to this dispute resolution process.	BINDING DECISION
	STEP 9: Cost of Arbitration	If the arbitrator's order is silent as to costs, a participating municipality may apply to the arbitrator within 30 days of receiving the order for a separate order respecting costs. If the arbitrator's final order is silent as to costs, the costs of arbitration must be paid on an equal (50/50) basis by the participating municipalities.	

5 CORRESPONDENCE

1. Written notice under this Intermunicipal Collaboration Framework shall be addressed as follows:

In the case of Smoky Lake County:

4612 McDougall Drive

PO Box 310

Smoky Lake, Alberta T0A 3C0

In the case of Lamont County:

5303 - 50th Avenue
Lamont, Alberta T0B 2R0

2. In addition to the above. Notices may be sent by e-mail to the municipalities' Chief Administrative Officers.

SCHEDULE A – ICC TERMS OF REFERENCE

A.1 ESTABLISHMENT

1. The Intermunicipal Collaboration Committee (ICC) is established to give expanded focus to intermunicipal opportunities and considerations. Although individual Councils maintain the authority for decisions in the respective municipalities, the ICC is seen to be the foundation for intermunicipal matters. Without interfering with the good work being accomplished in existing intermunicipal committees, the ICC has the following five primary functions:
    a. Proactively identify new service areas or opportunities;
    b. Address intermunicipal opportunities that arise on an as needed basis where no existing structure exists to deal with the matter;
    c. Prioritize activities and develop appropriate measures, processes and subcommittees to address areas in consideration;
    d. Represent the region locally and provincially; and
    e. Address areas where intermunicipal differences in need of resolution may arise.
2. The ICC is a Committee of Council established under Section 145 of the *Municipal Government Act*, R.S.A. 2000, c. M-26, as amended, and meetings are to be held in accordance with Part 5, Division 9 of the MGA.

A.2 ICC COMPOSITION

1. The ICC will be composed of:

SMOKY LAKE COUNTY	Two elected officials
	Chief Administrative Officer (non-voting member)
LAMONT COUNTY	Two elected officials
	Chief Administrative Officer (non-voting member)

The ICC members will be as determined by the respective participating municipalities' Councils. The opportunity to rotate elected officials as alternates into the ICC will be at the discretion of each municipality.

A.3 ICC APPOINTMENT AND TERM

1. Appointment to the ICC shall be done annually at the participating municipalities' Organizational Meetings. When an elected official's term on Council has ended, the elected official's participation on the ICC shall be terminated.
2. Council may appoint alternate elected officials who may attend the meetings in cases where an appointed member is unable to attend a meeting. Should the Chief Administrative Officer be unable to attend, they may appoint an alternate.

A.4 ICC CHAIR

1. The ICC Chair and an alternate shall be elected by the members of the ICC from amongst the elected officials and shall normally serve for a term of one (1) year, with the position rotating among the participating municipalities. The ICC Chair shall be determined at the first meeting of the ICC each calendar year.

A.5 ADMINISTRATIVE SUPPORT

1. Unless otherwise determined by the ICC, administrative support for the ICC Chair shall be provided by the Chair's municipal Administration.

A.6 QUORUM

1. A quorum will consist of a minimum of one (1) elected official from each participating municipality attending the scheduled meeting. Attendance via phone or electronic means is acceptable.

A.7 NON-ICC MEMBER ATTENDANCE

1. Other elected officials, administration or staff may attend as observers, if invited by the ICC.
2. Should presentations to the ICC be required, the invited parties will be agreed to and coordinated ahead of the meeting by the Chief Administrative Officers.

A.8 SCHEDULE

1. Meetings of the ICC will be held at the request of one of the municipalities, with recognition that more frequent meetings may need to be added as opportunities/issues arise and initiatives are developed and to address specific matters.
2. Notice of a meeting will be provided by the municipality of the Chair. The administration from the Chair's municipality will be responsible for preparing and circulating the meeting's agenda and minutes.
3. Parties will give thirty (30) calendar days of notice for a meeting. Meeting requests will be directed to the Chief Administrative Officer of the respective municipalities.

A.9 BUDGET

1. Operating costs shall be borne by each municipality.

A.10 PUBLIC PARTICIPATION

1. All ICC meetings are open to the public. Members of the public are not permitted to participate in ICC discussions but may appear as a delegation before the ICC. Delegations shall be for a maximum of 10 minutes, unless otherwise agreed to by the ICC. Those wishing to appear as a delegation at an ICC meeting must so advise the ICC's administrative support a minimum of five (5) working days prior to the meeting.
2. If the ICC passes a resolution to enter a closed session in accordance with Section 197 of the *Municipal Government Act*, R.S.A. 2000, c. M-26, as amended, members of the public who are present at the meeting must leave the room in which the meeting is being held.

SCHEDULE B – DISCUSSION PROTOCOLS

B.1 PURPOSE

1. The following discussion protocols have been developed for the ICC to:
    a. Respect the jurisdictional autonomy of each participating municipality;
    b. Promote respectful and meaningful dialogue;
    c. Establish consistency in meeting discussions and decision making processes; and
    d. Seek consensus (where possible) on issues of regional or intermunicipal significance.

B.2 PARTICIPATING MUNICIPALITIES

1. The parties to this ICF and the discussions/negotiations flowing from it are Smoky Lake County and Lamont County (the participating municipalities).

B.3 DECISION MAKING AUTHORITIES

1. The participating municipalities acknowledge and agree that any issue agreed to in discussions/negotiations is an agreement in principle that is subject to approval by the Councils for the participating municipalities.

B.4 AGREEMENT TO NEGOTIATE

1. The parties agree that they will participate in good faith to discuss and negotiate ways to cooperate more effectively together while taking into account the interests of each municipality.

B.5 RIGHT TO INDEPENDENT AGREEMENTS

1. The parties to this ICF acknowledge the right of participating municipalities to enter into agreements with one or more of the participating municipalities when it cannot be demonstrated that there is regional benefit to entering into an agreement with all participating municipalities. The parties then agree to support agreements between some rather than all of the participating municipalities.

B.6 ROLE OF ADMINISTRATIVE SUPPORT/TECHNICAL ADVISORS

1. The participating municipalities may invite external consultants and/or administrative support to attend an ICC session with no less than seven (7) days' notice to the other party. In exceptional circumstances the requirement for seven days' notice may be waived by mutual agreement.
2. When possible, external attendees will be reflected on the meeting agenda.
3. External consultants and/or administrative support in attendance at a session will be subject to the provisions of the Discussion Protocols.

B.7 RESOLUTION OF ISSUES

1. The ICC will work to achieve consensus on the issues or package of issues before them. The parties agree that the ICC will own the consensus achieved through the discussion/negotiations and ICC members will represent it to their respective Councils.
2. For purposes of the discussions/negotiations consensus will be defined as “I/we can live with it”.

B.8 FREEDOM TO SPEAK AND CONFIDENTIALITY

1. Except as set out elsewhere in these Protocols or unless the parties have specifically agreed to release information, all discussions/negotiations, summary notes of discussions/negotiations and all other records or information generated for the purposes of the discussions/negotiations are to be kept confidential recognizing that:
    a. Other Council members will be informed about discussions/negotiations during closed session;
    b. Communication within the ICC and to Councils and select administrative support may be by electronic means recognizing that such communication is to be treated as confidential if it pertains to the content of the discussions/negotiations and that further dissemination beyond the ICC or Councils and select administrative support by electronic means is not permitted;
    c. Any information that is in the public domain but not the confidential negotiation discussions about that information, may be used by either party; and
    d. Disclosure of information associated with the discussions/negotiations can be made to external consultants and/or administrative support. This will only be done on a "need to know basis" and the person(s) will be required to keep all associated information confidential in accordance with these Protocols.

B.9 COMMUNICATION WITH MEDIA

1. The participating municipalities may agree to prepare and distribute a joint media release at various times throughout the discussions/negotiations. The mayor/reeve of the participating municipalities will act as the spokesperson for each municipality. Key messages to be released to the media and/or to the public will be discussed and finalized at the end of each negotiation meeting as a standing agenda item.

B.10 COMMUNICATION WITH THE PUBLIC

1. Any consultation, communication or dissemination of information with or to the public will be done jointly. Each party's logos and authorized signatures will be required on each joint communication with the public. Each municipality will act as the distributor for joint communication to their respective residents/ratepayers.

B.11 RECORD KEEPING

1. At its first meeting one of the parties will agree to appoint a staff member to act as the Recording Secretary for the ICC sessions. The Recording Secretary will provide confidential meeting notes that will summarize the ICC's discussion within ten (10) calendar days of the end of a session. At the conclusion of each session, the Chair will review the items discussed and summarize the consensus achieved or still to be achieved by the ICC on the items discussed. In addition, if any information has been requested during a session, the Chair will outline the requests and specify responsibilities for providing the information requested.
2. The ICC will indicate their approval of this summary, or provide clarification at the conclusion of the session. The written meeting notes will be reviewed as one of the first orders of business at the next scheduled session.

SCHEDULE C – DETAILED INVENTORY OF SERVICES

C.1 SERVICING AND INFRASTRUCTURE

DESCRIPTION	CATEGORY	PROVIDER	PARTICIPANTS	TIMEFRAME	EXPIRY	OPPORTUNITY
Note: Would include: transportation, water, wastewater, and solid waste						
OPPORTUNITIES FOR FUTURE AGREEMENTS:						

C.2 EMERGENCY SERVICES

DESCRIPTION	CATEGORY	PROVIDER	PARTICIPANTS	TIMEFRAME	EXPIRY	OPPORTUNITY
Mutual Fire Aid Agreement	Intermunicipal	Smoky Lake County Lamont County	Smoky Lake County Lamont County	None specified	Renewed annually through a Memorandum of Understanding.	Opportunity to include other municipalities within the Smoky Lake and Lamont County Regions
OPPORTUNITIES FOR FUTURE AGREEMENTS:						
Regional Emergency and Recreational River Access Strategy Regional strategies or initiatives to address rural crime						

C.3 RECREATION AND COMMUNITY SERVICES

DESCRIPTION	CATEGORY	PROVIDER	PARTICIPANTS	TIMEFRAME	EXPIRY	OPPORTUNITY
OPPORTUNITIES FOR FUTURE AGREEMENTS:						
Year-round Regional Trail Network						

C.4 PLANNING AND DEVELOPMENT

DESCRIPTION	CATEGORY	PROVIDER	PARTICIPANTS	TIMEFRAME	EXPIRY	OPPORTUNITY

OPPORTUNITIES FOR FUTURE AGREEMENTS:

C.5 HERITAGE

DESCRIPTION	CATEGORY	PROVIDER	PARTICIPANTS	TIMEFRAME	EXPIRY	OPPORTUNITY

OPPORTUNITIES FOR FUTURE AGREEMENTS:

Regional Heritage Board

C.6 ECONOMIC DEVELOPMENT

DESCRIPTION	CATEGORY	PROVIDER	PARTICIPANTS	TIMEFRAME	EXPIRY	OPPORTUNITY
Go East Regional Tourism Organization & Travel Guide	Third Party	Go East Tourism Organization	Smoky Lake County Lamont County And other municipal partners	Annual	Annual	

OPPORTUNITIES FOR FUTURE AGREEMENTS:

Regional Economic Development Board

C.7 OTHER FUTURE PROJECTS/COLLABORATION OPPORTUNITIES

DESCRIPTION	CATEGORY	PROVIDER	PARTICIPANTS	TIMEFRAME	EXPIRY	OPPORTUNITY

OPPORTUNITIES FOR FUTURE AGREEMENTS:

SCHEDULE D – INTERMUNICIPAL DEVELOPMENT PLAN

AMENDING AGREEMENT entered into this 6 day of March, 2025.

BETWEEN:

LAMONT COUNTY

- and -

SMOKY LAKE COUNTY

ICF AMENDING AGREEMENT

WHEREAS Lamont County and Smoky Lake County have entered into an Intermunicipal Collaboration Framework dated February 2021 (the "ICF"); and

AND WHEREAS Ministerial Order No. MSD: 024/23 provides that the date by which a municipality must review an intermunicipal collaboration framework is amended from at least every five years to at least every seven years (the "Ministerial Order");

AND WHEREAS Lamont County and Smoky Lake County wish to amend the ICF to reflect the extended timeline in the Ministerial Order to review the ICF.

NOW THEREFORE Lamont County and Smoky Lake County covenant and agree with each other as follows:

1. Section 1.4.3 of the ICF is replaced with the following:

   > It is agreed by the Municipalities that the Councils shall review at least once every seven years, commencing no later than 2027, the terms and conditions of the agreement.

2. Except for the foregoing amendment, the ICF shall continue in full force and effect and binding in accordance with its terms.

[*Signature Page to Follow*]

IN WITNESS WHEREOF Lamont County and Smoky Lake County have affixed their corporate seals as attested by their duly authorized signing officers as of the first day above written.

SMOKY LAKE COUNTY

[redacted]

Reeve

[redacted]

Chief Administrative Officer

LAMONT COUNTY

[redacted]

Reeve

[redacted]

Chief Administrative Officer

Request for Decision (RFD)

Meeting Date: June 25, 2026 **Agenda Item: # 7.9**

Topic: Repeal of Intermunicipal Collaboration Frameworks with the County of Two Hills & Lamont County

Presented By: Jordan Ruegg, Director of County Services

Recommendation:

1. **That Smoky Lake County Council direct administration to provide written notice to the Minister of Municipal Affairs, that the Intermunicipal Collaboration Framework entered into between Smoky Lake County and the County of Two Hills has been repealed, and further that any intermunicipal services between Smoky Lake County and the County of Two Hills have been and will continue to be adequately provided by other means.**
2. **That Smoky Lake County Council direct administration to provide written notice to the Minister of Municipal Affairs, that the Intermunicipal Collaboration Framework entered into between Smoky Lake County and Lamont County has been repealed, and further that any intermunicipal services between Smoky Lake County and Lamont County have been and will continue to be adequately provided by other means.**
3. **That Smoky Lake County Council direct administration to publish the reasons for not having an Intermunicipal Collaboration Framework with the County of Two Hills and with Lamont County on Smoky Lake County's website.**

Background:

Recent changes to the *Municipal Government Act* (MGA) allow municipalities that would otherwise be required to be a party to an Intermunicipal Collaboration Framework (ICF) to opt out of a Framework by mutual agreement (Section 708.28(1.1). Should a municipality wish to opt out of an ICF, they must comply with section 708.28(1.4) which requires a municipality to do the following:

1. Adopt a resolution that intermunicipal services have been and will continue to be adequately provided by other means;
2. Notify the Minister of Municipal Affairs of its decision not to enter into a framework by sending a copy of the resolution to the Minister; and
3. Publish reasons for not having a framework on the municipality's website.

A Resolution to notify the Minister of Municipal Affairs of the County's intention to opt out of the ICF with the County of Two Hills is attached for reference **(Enclosure #1)**. A Resolution to notify the Minister of Municipal Affairs of the County's intention to opt out of the ICF with the Lamont County is attached for reference **(Enclosure #2)**. A list of reasons for why Smoky Lake County is opting out of the ICF with the County of Two Hills is attached for reference **(Enclosure #3)**. A list of reasons for why Smoky Lake County is opting out of the ICF with Lamont County is attached for reference **(Enclosure #4)**.

Benefits:

Reduced administrative burden and reduced costs associated with Intermunicipal Collaboration Committees.

Request for Decision (RFD)

Disadvantages:

Lack of formal mechanism for discussing regional service delivery may lead to disjointed or inefficient regional service delivery.

Alternatives

1. Continue with current ICF Bylaws;
2. Repeal existing ICF Bylaws and replace with new ICF Bylaws.

Financial Implications:

Not applicable.

Legislation:

Municipal Government Act, R.S.A. 2000, c. M-26, as amended.

Intergovernmental:

Notice of the County's intent to repeal the ICF Bylaws must be submitted to Lamont County and the County of Two Hills. Smoky Lake County must also inform the Minister of Municipal Affairs that the ICFs have been repealed and must also publish the reasons for not having an ICF on the County's website.

Strategic Alignment:

Regional Collaboration and Modernization – increased efficiency by eliminating needless committees/ reporting structures, allowing for more effective and efficient regional service delivery.

Enclosure(s):

Enclosure #1 – Resolution – Ministerial Notification – County of Two Hills ICF
Enclosure #2 – Resolution – Ministerial Notification – Lamont County ICF
Enclosure #3 – List of Reasons for Opting Out of the ICF with the County of Two Hills
Enclosure #4 – List of Reasons for Opting Out of the ICF with Lamont County

Signature of the CAO: _____

COUNCIL RESOLUTION

Smoky Lake County

A Resolution of the Council of Smoky Lake County for the purpose of acknowledging that intermunicipal services between Smoky Lake County and the County of Two Hills are being adequately provided, in accordance with Section 78.28(1.4) of the *Municipal Government Act*, Revised Statutes of Alberta 2000, Chapter M-26 as amended.

WHEREAS, the Council of Smoky Lake County has reviewed all existing service agreements between Smoky Lake County and the County of Two Hills and has determined that intermunicipal services have been and will continue to be adequately provided;

AND WHEREAS, the Council of Smoky Lake County has repealed Bylaw No. 1360-19, said Bylaw being the Intermunicipal Collaboration Framework between Smoky Lake County and the County of Two Hills;

AND WHEREAS, the Council of Smoky Lake County has published, on its municipal website, a list of reasons for why Smoky Lake County does not have an Intermunicipal Collaboration Framework with the County of Two Hills.

THEREFORE, be it resolved that the Council of Smoky Lake County does hereby notify the Minister of Municipal Affairs of its decision not to enter into an Intermunicipal Collaboration Framework with the County of Two Hills.

Date: _____, 2026

_____
CRAIG LUKINUK
REEVE

SEAL

_____
CHYENNE SHAW
CHIEF ADMINISTRATIVE OFFICER

COUNCIL RESOLUTION

Smoky Lake County

A Resolution of the Council of Smoky Lake County for the purpose of acknowledging that intermunicipal services between Smoky Lake County and Lamont County are being adequately provided, in accordance with Section 78.28(1.4) of the *Municipal Government Act*, Revised Statutes of Alberta 2000, Chapter M-26 as amended.

WHEREAS, the Council of Smoky Lake County has reviewed all existing service agreements between Smoky Lake County and Lamont County and has determined that intermunicipal services have been and will continue to be adequately provided;

AND WHEREAS, the Council of Smoky Lake County has repealed Bylaw No. 1391-21, said Bylaw being the Intermunicipal Collaboration Framework between Smoky Lake County and Lamont County;

AND WHEREAS, the Council of Smoky Lake County has published, on its municipal website, a list of reasons for why Smoky Lake County does not have an Intermunicipal Collaboration Framework with Lamont County.

THEREFORE, be it resolved that the Council of Smoky Lake County does hereby notify the Minister of Municipal Affairs of its decision not to enter into an Intermunicipal Collaboration Framework with Lamont County.

Date: _____, 2026

_____
CRAIG LUKINUK
REEVE

SEAL

_____
CHYENNE SHAW
CHIEF ADMINISTRATIVE OFFICER

STATEMENT OF REASONS FOR EXEMPTION FROM THE REQUIREMENT TO ESTABLISH AN INTERMUNICIPAL COLLABORATION FRAMEWORK BETWEEN SMOKY LAKE COUNTY AND THE COUNTY OF TWO HILLS

Pursuant to section 708.28(1.4)(c) of the Municipal Government Act, Smoky Lake County provides the following reasons supporting the exemption from the requirement to establish an Intermunicipal Collaboration Framework with The County of Two Hills:

1. Limited Intermunicipal Service Integration

Smoky Lake County and The County of Two Hills do not jointly provide, fund, operate, or administer any significant municipal services that benefit residents of both municipalities on an intermunicipal basis. Municipal services are planned, delivered, and funded independently by each municipality.

2. Absence of Shared Municipal Infrastructure

The municipalities do not own, operate, or maintain shared infrastructure requiring coordinated governance, cost-sharing arrangements, or long-term service agreements. Transportation, water, wastewater, recreation, emergency services, and other municipal infrastructure are independently managed by each municipality.

3. Existing Cooperative Arrangements Are Sufficient

Where cooperation between the municipalities is required, such cooperation is effectively addressed through existing agreements, mutual aid arrangements, regional organizations, provincial legislation, and ongoing administrative communication. These mechanisms adequately address any matters of mutual interest without the need for a formal Intermunicipal Collaboration Framework.

4. No Material Financial Interdependence

Neither municipality relies on the other for the provision of municipal services requiring ongoing operational or capital funding contributions. As a result, there is no need to establish a funding framework to ensure equitable cost sharing between the municipalities.

5. Efficient Use of Municipal Resources

The development, administration, and periodic review of an Intermunicipal Collaboration Framework would create additional administrative and financial obligations without providing a corresponding benefit to residents of either municipality. Exempting the municipalities from the requirement to establish an ICF supports the efficient use of municipal resources and aligns with the principles of effective and responsible municipal governance.

6. Ongoing Commitment to Intermunicipal Cooperation

Smoky Lake County remains committed to maintaining positive and collaborative relationships with The County of Two Hills and will continue to work cooperatively on matters of mutual interest as they arise. The exemption from the requirement to establish an Intermunicipal Collaboration Framework does not diminish either municipality's willingness or ability to collaborate where appropriate.

Based on the foregoing, Smoky Lake County is of the opinion that an Intermunicipal Collaboration Framework between Smoky Lake County and The County of Two Hills is unnecessary, would not materially improve service delivery or intermunicipal cooperation, and would not provide a measurable benefit to the residents of either municipality.

STATEMENT OF REASONS FOR EXEMPTION FROM THE REQUIREMENT TO ESTABLISH AN INTERMUNICIPAL COLLABORATION FRAMEWORK BETWEEN SMOKY LAKE COUNTY AND LAMONT COUNTY

Pursuant to section 708.28(1.4)(c) of the Municipal Government Act, Smoky Lake County provides the following reasons supporting the exemption from the requirement to establish an Intermunicipal Collaboration Framework with Lamont County:

1. Limited Intermunicipal Service Integration

Smoky Lake County and Lamont County do not jointly provide, fund, operate, or administer any significant municipal services that benefit residents of both municipalities on an intermunicipal basis. Municipal services are planned, delivered, and funded independently by each municipality.

2. Absence of Shared Municipal Infrastructure

The municipalities do not own, operate, or maintain shared infrastructure requiring coordinated governance, cost-sharing arrangements, or long-term service agreements. Transportation, water, wastewater, recreation, emergency services, and other municipal infrastructure are independently managed by each municipality.

3. Existing Cooperative Arrangements Are Sufficient

Where cooperation between the municipalities is required, such cooperation is effectively addressed through existing agreements, mutual aid arrangements, regional organizations, provincial legislation, and ongoing administrative communication. These mechanisms adequately address any matters of mutual interest without the need for a formal Intermunicipal Collaboration Framework.

4. No Material Financial Interdependence

Neither municipality relies on the other for the provision of municipal services requiring ongoing operational or capital funding contributions. As a result, there is no need to establish a funding framework to ensure equitable cost sharing between the municipalities.

5. Efficient Use of Municipal Resources

The development, administration, and periodic review of an Intermunicipal Collaboration Framework would create additional administrative and financial obligations without providing a corresponding benefit to residents of either municipality. Exempting the municipalities from the requirement to establish an ICF supports the efficient use of municipal resources and aligns with the principles of effective and responsible municipal governance.

6. Ongoing Commitment to Intermunicipal Cooperation

Smoky Lake County remains committed to maintaining positive and collaborative relationships with Lamont County and will continue to work cooperatively on matters of mutual interest as they arise. The exemption from the requirement to establish an Intermunicipal Collaboration Framework does not diminish either municipality's willingness or ability to collaborate where appropriate.

Based on the foregoing, Smoky Lake County is of the opinion that an Intermunicipal Collaboration Framework between Smoky Lake County and Lamont County is unnecessary, would not materially improve service delivery or intermunicipal cooperation, and would not provide a measurable benefit to the residents of either municipality.

Request for Decision (RFD)

Meeting Date: Thursday, June 25, 2026 **Agenda Item: # 7.10**

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:

1. That Smoky Lake County Council give Second Reading to Bylaw No. 1505-26.

2. That Smoky Lake County Council give Third and Final Reading to Bylaw No. 1505-26.

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. On June 25, 2026, a Public Hearing was held on the proposed Bylaw to obtain public input, both for and against said Bylaw.

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:

None

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: _____

Date of Application: MAY 15, 2026

APPLICATION TO AMEND

☑ LAND USE BYLAW ☐ AREA STRUCTURE PLAN ☑ MUNICIPAL DEVELOPMENT PLAN

APPLICANT INFORMATION

NAME OF APPLICANT	NAME OF REGISTERED LANDOWNER (COMPLETE IF DIFFERENT FROM APPLICANT)
WILLOWWOOD RANCH COMPANY LTD. c/o KYLE LATIMER	
[redacted]	SIGNATURE
	MAILING ADDRESS
	POSTAL CODE / TELEPHONE

LEGAL DESCRIPTION

QTR/LSD	SECTION	TOWNSHIP	RANGE	W4M
NW	22	59	14	

REGISTERED PLAN	BLOCK	LOT

PLANNIG DOCUMENT

EXISTING LAND USE DISTRICT

- ☐ AGRICULTURAL DISTRICT (AG)
- ☐ VICTORIA AGRICULTURE DISTRICT (A1)
- ☐ MULTI-LOT COUNTRY RESIDENITAL DISTRICT (R1)
- ☐ RESIDENTIAL (CLUSTER) CONSERVATION DISTRICT (R2)
- ☐ VICTORIA RESIDENTIAL DISTRICT (R3)
- ☐ HAMLET RESIDENTIAL DISTRICT (R4)
- ☑ HIGHWAY COMMERICAL DISTRICT (C1)
- ☐ VICTORIA COMMERCIAL DISTRICT (C2)
- ☐ HAMLET COMMERCIAL DISTRICT (C3)
- ☐ INDUSTRIAL DISTRICT (M1)
- ☐ RURAL INDUSTRIAL DISTRICT (M2)
- ☐ COMMUNITY AND INSTITUTIONAL DISTRICT (P)
- ☐ DIRECT CONTROL DISTRICT (DC)
- ☐ DIRECT CONTROL LANDFILL DISTRICT (DC1)

PROPOSED LAND USE DISTRICT

- ☑ AGRICULTURAL DISTRICT (AG)
- ☐ VICTORIA AGRICULTURE DISTRICT (A1)
- ☐ MULTI-LOT COUNTRY RESIDENITAL DISTRICT (R1)
- ☐ RESIDENTIAL (CLUSTER) CONSERVATION DISTRICT (R2)
- ☐ VICTORIA RESIDENTIAL DISTRICT (R3)
- ☐ HAMLET RESIDENTIAL DISTRICT (R4)
- ☐ HIGHWAY COMMERICAL DISTRICT (C1)
- ☐ VICTORIA COMMERCIAL DISTRICT (C2)
- ☐ HAMLET COMMERCIAL DISTRICT (C3)
- ☐ INDUSTRIAL DISTRICT (M1)
- ☐ RURAL INDUSTRIAL DISTRICT (M2)
- ☐ COMMUNITY AND INSTITUTIONAL DISTRICT (P)
- ☐ DIRECT CONTROL DISTRICT (DC)
- ☐ DIRECT CONTROL LANDFILL DISTRICT (DC1)

MUNICIPAL DEVELOPMENT PLAN:	AREA STRUCTURE PLAN:
N/A	N/A

REASON IN SUPPORT OF APPLICATION FOR AMENDMENT:

RE-DISTRICTING PARCEL OF LAND BACK TO AGRICULTURE

OFFICE USE ONLY

REPORTS			
	☐ Environmental Site Assessment	☐ Biophysical Assessment	☐ Geotechnical Report
	☐ Stormwater Management Plan	☐ Certificate Of Title	

APPLICATION FEE	RECEIPT #	BYLAW NO.

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

RECEIPT OF PAYMENT

Receipt Number: 46711
Tax Number:
Date: May 19, 2026
Initials: BS

Willowwood Ranch Company

Type	Account / Ref. #	Description	Quantity	Discount	Amount Paid	Balance Remaining
General	GL	Other Fees	N/A	$0.00	$1,000.00	N/A

Cheque Number: 1766

Subtotal:	$1,000.00
Taxes:	$0.00
Total Receipt:	$1,000.00
Cheque:	$1,000.00
Total Amount Received:	$1,000.00
Rounding:	$0.00
Amount Returned:	$0.00

MORROW TCHIR LLP

BARRISTERS, SOLICITORS &
NOTARIES PUBLIC

ORVILLE T.G. MORROW, BA LLB (1946-2016)
CHRISTINA L. TCHIR, BA LLB (cltchir@morrowtchir.ca)
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MONIQUE M. REID, BComm JD (mmreid@morrowtchir.ca)

P.O. BOX 336, 5226 - 50 AVENUE
ST. PAUL, ALBERTA T0A 3A0
TELEPHONE: (780)645-2981
FAX: (780) 645-3801
www.morrowtchir.ca

Our File: 23198/26 JM
Your File:

Sent Via E-mail jruegg@smokylakecounty.ab.ca

May 20, 2026

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

Attention: Jordan Ruegg

Dear Sir:

RE: **Client: WILLOWWOOD RANCH COMPANY LTD.**
Legal: NW-22-59-14-W4
Civic: 14277 HWY 28, SMOKY LAKE COUNTY, ALBERTA

We confirm that we acted for the purchaser, Willowwood Ranch Company Ltd., in connection with the purchase of the above-described lands, which transaction closed on May 5, 2026. We further confirm that ownership of the lands transferred to the purchaser on that date.

The enclosed Transfer of Land was submitted for registration at the Alberta Land Titles Office on May 5, 2026.

Mr. Kyle Latimer is the principal of Willowwood Ranch Company Ltd., and we understand that he now wishes to proceed with the rezoning of the subject lands. Please accept this letter as confirmation of his authority to do so.
Yours truly,

MORROW TCHIR LLP
Per:

JAMES E. MORROW
Barrister, Solicitor and Notary Public
JEM/jl
Enclosure

Cc: Kyle Latimer

TRANSFER OF LAND

I, **ADRIAN CARDINAL,** of P.O. Box 483 Vilna Alberta T0A 3L0, being the registered owner(s) of an estate in fee simple, subject to registered encumbrances, liens and interests, if any, in all that piece of land described as follows:

THE NORTH WEST QUARTER OF SECTION TWENTY TWO (22)
TOWNSHIP FIFTY NINE (59)
RANGE FOURTEEN (14)
WEST OF THE FOURTH MERIDIAN, CONTAINING 65.2 HECTARES (161 ACRES) MORE OR LESS.
EXCEPTING THEREOUT: 2.07 HECTARES (5.12 ACRES) MORE OR LESS TAKEN FOR ROAD AS SHOWN ON ROAD PLAN 227LZ.
EXCEPTING THEREOUT ALL MINES AND MINERALS

do hereby in consideration of the sum of

FOUR HUNDRED NINETY-FIVE THOUSAND---00/100 ($495,000.00) DOLLARS

transfer to:

Willowwood Ranch Company Ltd. [redacted]

hereinafter called the "Transferee", the receipt of which sum I hereby acknowledge, transfer to the said Transferee all my interest in the said piece of land.

IN WITNESS WHEREOF I have hereunto subscribed my name this 30 day of April A.D. 2026.

SIGNED BY THE SAID TRANSFEROR)
IN THE PRESENCE OF:)
[redacted])
[redacted])
)

WITNESS

ALI RESLAN
BARRISTER & SOLICITOR

[redacted]
ADRIAN CARDINAL

CERTIFICATE

I the undersigned vendor, certify that I am a resident of Canada for all purposes arising under The Income Tax Act of Canada including, but not limited to Section 116(5) thereof.

[redacted]
ADRIAN CARDINAL

DOWER ACT AFFIDAVIT

I, **ADRIAN CARDINAL**, MAKE OATH AND SAY THAT:

1. I am the TRANSFEROR named in the within instrument.

2. I am not married.

SWORN before me at Edmonton, Alberta)
this 30 day of April, 2026.)
) [redacted]
) ADRIAN CARDINAL
)

[redacted]
A COMMISSIONER FOR OATHS IN AND FOR
THE PROVINCE OF ALBERTA

ALI RESLAN
BARRISTER & SOLICITOR

AFFIDAVIT OF EXECUTION

CANADA) I, **ALI RESLAN, Barrister & Solicitor,**
PROVINCE OF ALBERTA) of the City of Edmonton in the Province
TO WIT:) of Alberta, MAKE OATH AND SAY:

1. That I was personally present and did see **ADRIAN CARDINAL**, who is known to me to be the person(s) named in the within instrument, duly sign the instrument;

2. The instrument was signed at the City of Edmonton, in the Province of Alberta, and I am subscribing witness thereto;

3. I believe the person(s) whose signature I witnessed are at least eighteen (18) years of age.

[redacted]
ALI RESLAN

Sworn before me at the City)
of Edmonton, in the Province)
of Alberta, this 30 day)
of April, 2026.)

[redacted]
A COMMISSIONER FOR OATHS IN
AND FOR ALBERTA

CHELSEY CAMMIDGE
A Commissioner for Oaths
in and for the Province of Alberta
Commission Expires: July 4, 2027

Form 32

Affidavit Re Value Of Land

Land Titles Act
Section 164

I, KYLE LATIMER of the Village of Vilna in the Province of Alberta make oath and say:

1. I am the agent of the transferees named in the within transfer and I know the land therein described;

2. I know the circumstances of the said transfer, and the true consideration paid by me (us) is as follows:
(**give full details:** cash, assumption of mortgage, exchange or other consideration with cash value of same.)

3. [redacted]

SWORN before me at the Town of St. Paul in the Province of Alberta this 28th day of April, 2026.

[redacted]

A COMMISSIONER FOR OATHS IN AND FOR ALBERTA

James E. Morrow
Barrister & Solicitor

KYLE LATIMER

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

READ A SECOND TIME IN COUNCIL THIS _____ DAY OF _____, AD 20___.

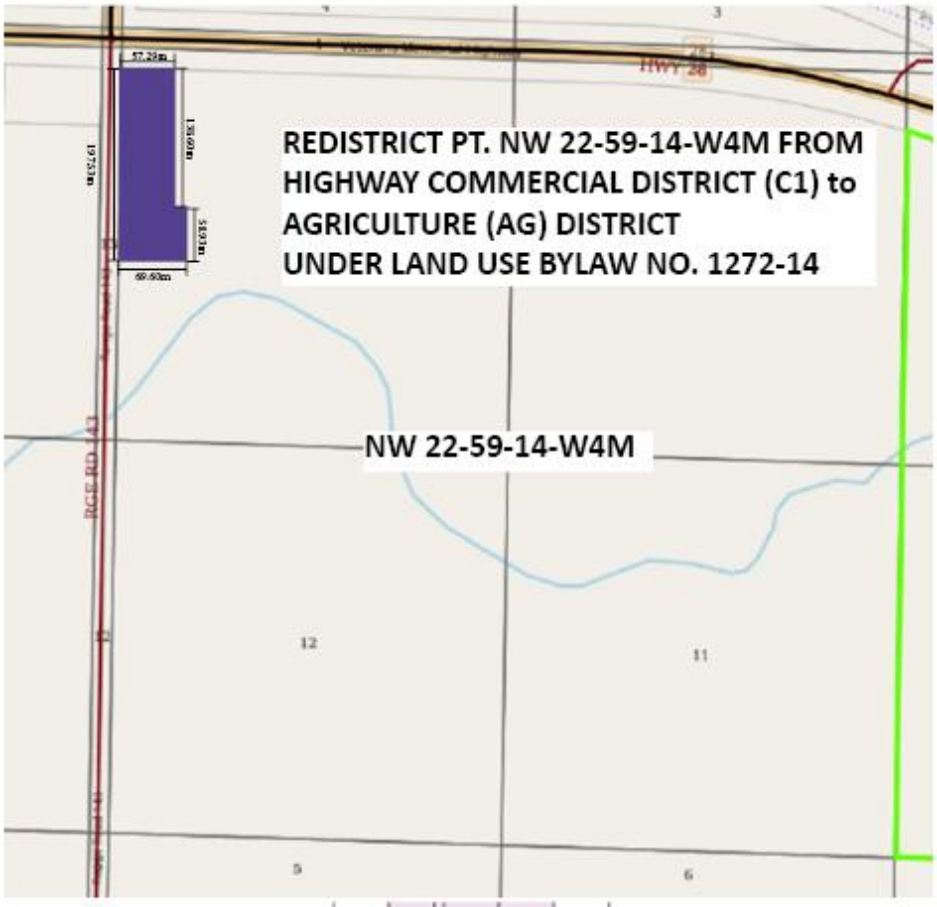
READ A THIRD AND FINAL TIME IN COUNCIL THIS _____ DAY OF _____, AD 20___.

_____
Criag Lukinuk
Reeve

S E A L

_____
Chyenne Shaw
Chief Administrative Officer

SCHEDULE "A"
BYLAW NO. 1505-26





AG

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

AG

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 by permitted out of an **un-subdivided** quarter section if the following criteria are met to the satisfaction of the County:

a. Legal and year round physical access to the proposed parcel and the remainder are developed to County standards;

b. The proposed use of the parcel will not adversely impact adjacent agricultural uses;

c. The parcel is should normally be located:

I. adjacent to or near quarter section boundaries;

II. in close proximity to existing residential parcels or farmsteads on adjacent quarter sections;

III. along a designated rural residential collector road;

d. The applicant demonstrates that the parcel can be serviced on-site as per provincial regulations;

e. If the parcel is to be used for an intensive agricultural operation or a value added agricultural industry[1], 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.

AG

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

AG

Adjacent to Another Parcel	18.3 m (60.0 ft.) from the property line

iii. Minimum Rear Yards

From Municipal Road Allowances	18.3 m (60.0 ft.) from the property line
From Highways	40.8 m (134.0 ft.) from the boundary of the right-of-way or as required by Alberta Transportation
Internal Subdivision Road	7.6 m (25.0 ft.) from the property line
Adjacent to Another Parcel	18.3 m (60.0 ft.) from the property line

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

B. Minimum Floor Area

i. Single detached dwellings – 69.7 sq. m (750.0 sq. ft.)

ii. Manufactured and modular home units – 65.0 sq. m (700.0 sq. ft.)

iii. All others uses at the discretion of the Development Authority

C. Maximum Site Coverage - 45%

Of the 45% site coverage, a maximum of 15% of the total site may be covered by accessory buildings

D. Maximum Height

i. 11.0 m (36.1 ft.)

ii. In the case of buildings which are accessory to extensive agriculture and for discretionary uses, the maximum height shall be at the discretion of the Development Authority.

6. Other Regulations

A. Residential parcels in the Agriculture District will not be allowed:

i. within required setbacks from a sewage treatment plant or lagoon or solid waste

AG

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.

C1

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

C1

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.

C1

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: June 25, 2026 **Agenda Item: # 7.11**

Topic: Bylaw 1509-26: Redistricting of Pt. NE-4-62-13-W4M under Land Use Bylaw No. 1272-14, from AG District to R1 District; Reclassifying Pt. NE-4-62-13-W4M under Municipal Development Plan Bylaw No. 1249-12, from Agriculture Area to Residential Area; and Reclassifying Pt. NE-4-62-13-W4M under Whitefish Lake Area Structure Plan Bylaw No. 1189-09, from Agriculture Area to Residential Area.

Presented By: Jordan Ruegg, Director of County Services

Recommendation: That Smoky Lake County Council give Bylaw 1509-26 First Reading and to schedule a Public Hearing on said Bylaw, to be held on Thursday, July 23, 2026, at 1:00 p.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 June 30, 2026, an application was received by administration to amend the Land Use Bylaw (LUB), to redistrict the lands legally described as Pt. NE-4-62-13-W4M, from Agriculture (AG) District to Multi-Lot Country Residential (R1) District, and to reclassify under the Municipal Development Plan (MDP) and Whitefish Lake Area Structure Plan (ASP), from Agriculture Area to Residential Area **(Enclosure #1)**.

Administration has prepared Bylaw No. 1509-26 **(Enclosure #2)** which, should it receive Third Reading, would amend the LUB, MDP & ASP, to allow the applicant to apply for a 15-lot country-residential subdivision. In support of the application, the applicant has provided a Functional Servicing Report, which includes a Geotechnical Investigation, Phase 1 Environmental Site Assessment, Stormwater Management Report, Historic Resource Assessment, Preliminary Engineering Drawings, Water Act Report, Biophysical Assessment and Community Engagement Report **(Enclosure #3)**.

Should Bylaw No. 1509-26 received Third Reading, the applicant will still have to apply for an obtain endorsement from the County's Subdivision Authority for any proposed subdivision. Furthermore, any proposed development will require a Development Permit to be issued by the County's Development Authority.

Benefits:

Provide an opportunity for additional housing within the County; increased municipal assessment base.

Disadvantages:

Additional lots may place strain on local infrastructure and services; potential for increased nutrient load on Whitefish Lake

Alternatives

Defeat Bylaw 1509-26.

Request for Decision (RFD)

Financial Implications:
Should Bylaw No. 1509-26 receive Third Reading and should the applicant subsequently apply for an obtain subdivision endorsement, the applicant will be required to construction roadways and associated infrastructure at his sole expense. Once a warranty guarantee period has expired, the County will take ownership of said roadways and be responsible for ongoing maintenance.

Legislation:
Municipal Government Act, R.S.A. c. M-26, as amended – Sections 216.4, 606 & 692.

Intergovernmental:
N/A

Strategic Alignment:
Strategic Priority #5: Economic Development & Financial Sustainability

Enclosure(s):
Enclosure #1: Application to Amend Land Use Bylaw, Municipal Development Plan & Whitefish Lake Area Structure Plan.
Enclosure #2: Bylaw 1509-26.
Enclosure #3: Functional Servicing Report.

Signature of the CAO: _____

Date of Application: June 12 2026

APPLICATION TO AMEND

☑ LAND USE BYLAW ☑ AREA STRUCTURE PLAN ☑ MUNICIPAL DEVELOPMENT PLAN

APPLICANT INFORMATION

NAME OF APPLICANT	NAME OF REGISTERED LANDOWNER (COMPLETE IF DIFFERENT FROM APPLICANT)
2803870 ALBERTA LTD.	Austin Zacharko / 2803870 ALBERTA LTD.
SIGNATURE [redacted]	SIGNATURE [redacted]
MAILING ADDRESS [redacted]	MAILING ADDRESS [redacted]
POSTAL CODE [redacted] TELEPHONE [redacted]	POSTAL CODE [redacted] TELEPHONE [redacted]

LEGAL DESCRIPTION

QTR/LSD	SECTION	TOWNSHIP	RANGE	W4M
PT. NE	4	62	13	

REGISTERED PLAN	BLOCK	LOT

PLANNIG DOCUMENT

EXISTING LAND USE DISTRICT

- ■ AGRICULTURAL DISTRICT (AG)
- □ VICTORIA AGRICULTURE DISTRICT (A1)
- □ MULTI-LOT COUNTRY RESIDENITAL DISTRICT (R1)
- □ RESIDENTIAL (CLUSTER) CONSERVATION DISTRICT (R2)
- □ VICTORIA RESIDENTIAL DISTRICT (R3)
- □ HAMLET RESIDENTIAL DISTRICT (R4)
- □ HIGHWAY COMMERICAL DISTRICT (C1)
- □ VICTORIA COMMERCIAL DISTRICT (C2)
- □ HAMLET COMMERCIAL DISTRICT (C3)
- □ INDUSTRIAL DISTRICT (M1)
- □ RURAL INDUSTRIAL DISTRICT (M2)
- □ COMMUNITY AND INSTITUTIONAL DISTRICT (P)
- □ DIRECT CONTROL DISTRICT (DC)
- □ DIRECT CONTROL LANDFILL DISTRICT (DC1)

PROPOSED LAND USE DISTRICT

- □ AGRICULTURAL DISTRICT (AG)
- □ VICTORIA AGRICULTURE DISTRICT (A1)
- ■ MULTI-LOT COUNTRY RESIDENITAL DISTRICT (R1)
- □ RESIDENTIAL (CLUSTER) CONSERVATION DISTRICT (R2)
- □ VICTORIA RESIDENTIAL DISTRICT (R3)
- □ HAMLET RESIDENTIAL DISTRICT (R4)
- □ HIGHWAY COMMERICAL DISTRICT (C1)
- □ VICTORIA COMMERCIAL DISTRICT (C2)
- □ HAMLET COMMERCIAL DISTRICT (C3)
- □ INDUSTRIAL DISTRICT (M1)
- □ RURAL INDUSTRIAL DISTRICT (M2)
- □ COMMUNITY AND INSTITUTIONAL DISTRICT (P)
- □ DIRECT CONTROL DISTRICT (DC)
- □ DIRECT CONTROL LANDFILL DISTRICT (DC1)

MUNICIPAL DEVELOPMENT PLAN:	AREA STRUCTURE PLAN:
Bylaw 1249-12 Smoky Lake County MDP: From Agricultural Area to Residential Area	Bylaw 1189-09 White Fish Lake ASP: From Agricultural Area to Residential Area

REASON IN SUPPORT OF APPLICATION FOR AMENDMENT:

The applicant proposes to subdivide Pt. NE 4-62-13-W4 (26.75 acres) into 15 country residential lots accessed via a new internal municipal road from Range Road 133. Amendments to the MDP, Whitefish Lake ASP, and LUB are required as identified in the Municipal Planning Services preliminary review letter dated May 28, 2025.

OFFICE USE ONLY

REPORTS			
	□ Environmental Site Assessment	□ Biophysical Assessment	□ Geotechnical Report
	□ Stormwater Management Plan	□ Certificate Of Title	

APPLICATION FEE	RECEIPT #	BYLAW NO.

SMOKY LAKE COUNTY
IN THE PROVINCE OF ALBERTA
BYLAW NO. 1509-26

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, TO AMEND BYLAW NO. 1249-12 BEING THE MUNICIPAL DEVELOPMENT PLAN, & TO AMEND BYLAW NO. 1189-09 BEING THE WHITEFISH LAKE AREA STRUCTURE PLAN

WHEREAS Council has adopted Smoky Lake County Bylaw No. 1189-09, being the Whitefish Lake Area Structure Plan;

AND WHEREAS Council has adopted Smoky Lake County Bylaw No. 1249-12, being the Municipal Development Plan;

AND WHEREAS Council has adopted Smoky Lake County Bylaw No. 1272-14, being the Land Use Bylaw;

AND WHEREAS Council has deemed it expedient to amend Bylaw No. 1189-09, Bylaw No. 1249-12 and Bylaw No. 1272-14, as set out in section 692 of the *Municipal Government Act*, R.S.A., 2000, c. M-26, as amended;

AND WHEREAS a Public Hearing has been held pursuant to section 216.4 of the *Municipal Government Act*, R.S.A., 2000, c. M-26, as amended;

AND WHEREAS said Public Hearing has been advertised pursuant to section 606 of the Municipal Government Act, R.S.A., 2000, c. M-26, as amended;

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 lands legally described as:

   "MERIDIAN 4, RANGE 13, TOWNSHIP 62, SECTION 4, ALL THAT PORTION OF THE NORTH EAST QUARTER DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTH EAST CORNER OF THE SAID QUARTER SECTION, THENCE SOUTHERLY ALONG THE EAST BONUDARY THEREOF ELEVEN HUNDRED AND FIFTY (1150) FEET THENCE WESTERLY AND AT RIGHT ANGLES TO THE SAID EAST BOUNDARY SEVEN HUNDRED (700) FEET THENCE NORTHERLY AND PARALLELTO THE SAID EAST BOUNDARY TWO HUNDRED AND TWENTY FIVE FEET (225) THENCE WESTERLY AND AT RIGHT ANGLES TO THE SAID EAST BOUNDARY TO INTERSECTION WITH THE EAST SHORE OF WHITEFISH LAKE AS SHOWN ON A PLAN OF SURVEY OF THE SAID TOWNSHIP SIGNED AT OTTAWA ON THE 26TH DAY OF JUNE A.D. 1926. THENCE NORTHERLY AONG THE SINUOSITIES OF THE SAID LAKE TO THE NORTH BOUNDARY OF THE SAID QUARTER SECTION, THENCE EASTERLY ALONG THE SAID BOUNDARY TO THE POINT OF COMMENCEMENT. CONTAINING 10.80

HECTARES (26.75 ACRES) MORE OR LESS. EXCEPTING THEREOUT ALL MINES AND MINERALS AND THE RIGHT TO WORK THE SAME",

as shown on Schedule 'A', be redistricted from Agriculture District (AG) to Multi-Lot Country Residential (R1) District.

2. That Section 7.2 of Smoky Lake County Municipal Development Plan Bylaw No. 1249-12 is hereby amended such that the lands legally described as:

"MERIDIAN 4, RANGE 13, TOWNSHIP 62, SECTION 4, ALL THAT PORTION OF THE NORTH EAST QUARTER DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTH EAST CORNER OF THE SAID QUARTER SECTION, THENCE SOUTHERLY ALONG THE EAST BONUDARY THEREOF ELEVEN HUNDRED AND FIFTY (1150) FEET THENCE WESTERLY AND AT RIGHT ANGLES TO THE SAID EAST BOUNDARY SEVEN HUNDRED (700) FEET THENCE NORTHERLY AND PARALLELTO THE SAID EAST BOUNDARY TWO HUNDRED AND TWENTY FIVE FEET (225) THENCE WESTERLY AND AT RIGHT ANGLES TO THE SAID EAST BOUNDARY TO INTERSECTION WITH THE EAST SHORE OF WHITEFISH LAKE AS SHOWN ON A PLAN OF SURVEY OF THE SAID TOWNSHIP SIGNED AT OTTAWA ON THE 26TH DAY OF JUNE A.D. 1926. THENCE NORTHERLY AONG THE SINUOSITIES OF THE SAID LAKE TO THE NORTH BOUNDARY OF THE SAID QUARTER SECTION, THENCE EASTERLY ALONG THE SAID BOUNDARY TO THE POINT OF COMMENCEMENT. CONTAINING 10.80 HECTARES (26.75 ACRES) MORE OR LESS. EXCEPTING THEREOUT ALL MINES AND MINERALS AND THE RIGHT TO WORK THE SAME",

as shown on Schedule 'B', be reclassified from Agriculture Area to Residential Area.

3. That Bylaw No. 1189-09: Whitefish Lake Area Structure Plan is hereby amended such that all portions of the lands legally described as:

"MERIDIAN 4, RANGE 13, TOWNSHIP 62, SECTION 4, ALL THAT PORTION OF THE NORTH EAST QUARTER DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTH EAST CORNER OF THE SAID QUARTER SECTION, THENCE SOUTHERLY ALONG THE EAST BONUDARY THEREOF ELEVEN HUNDRED AND FIFTY (1150) FEET THENCE WESTERLY AND AT RIGHT ANGLES TO THE SAID EAST BOUNDARY SEVEN HUNDRED (700) FEET THENCE NORTHERLY AND PARALLELTO THE SAID EAST BOUNDARY TWO HUNDRED AND TWENTY FIVE FEET (225) THENCE WESTERLY AND AT RIGHT ANGLES TO THE SAID EAST BOUNDARY TO INTERSECTION WITH THE EAST SHORE OF WHITEFISH LAKE AS SHOWN ON A PLAN OF SURVEY OF THE SAID TOWNSHIP SIGNED AT OTTAWA ON THE 26TH DAY OF JUNE A.D. 1926. THENCE NORTHERLY AONG THE SINUOSITIES OF THE SAID LAKE TO THE NORTH BOUNDARY OF THE SAID QUARTER SECTION, THENCE EASTERLY ALONG THE SAID BOUNDARY TO THE POINT OF COMMENCEMENT. CONTAINING 10.80 HECTARES (26.75 ACRES) MORE OR LESS. EXCEPTING THEREOUT ALL MINES AND MINERALS AND THE RIGHT TO WORK THE SAME",

as shown on Schedule 'C', be reclassified from Agriculture Area to Residential Area.

4. This Bylaw shall come into effect after Third Reading.

READ A FIRST TIME IN COUNCIL THIS 25TH DAY OF JUNE, AD 2026.

_____
Craig Lukinuk
Reeve

S E A L

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Chyenne Shaw
Chief Administrative Officer

READ A SECOND TIME IN COUNCIL THIS _____ DAY OF _____, AD 20___.

READ A THIRD AND FINAL TIME IN COUNCIL THIS _____ DAY OF _____, AD 20___.

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Criag Lukinuk
Reeve

S E A L

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Chyenne Shaw
Chief Administrative Officer

SCHEDULE "A"
BYLAW NO. 1509-26



REDISTRICT FROM AGRICULTURE (AG) DISTRICT
TO MULTI-LOT COUNTRY RESIDENTIAL (R1) DISTRICT
UNDER LAND USE BYLAW #1272-14;



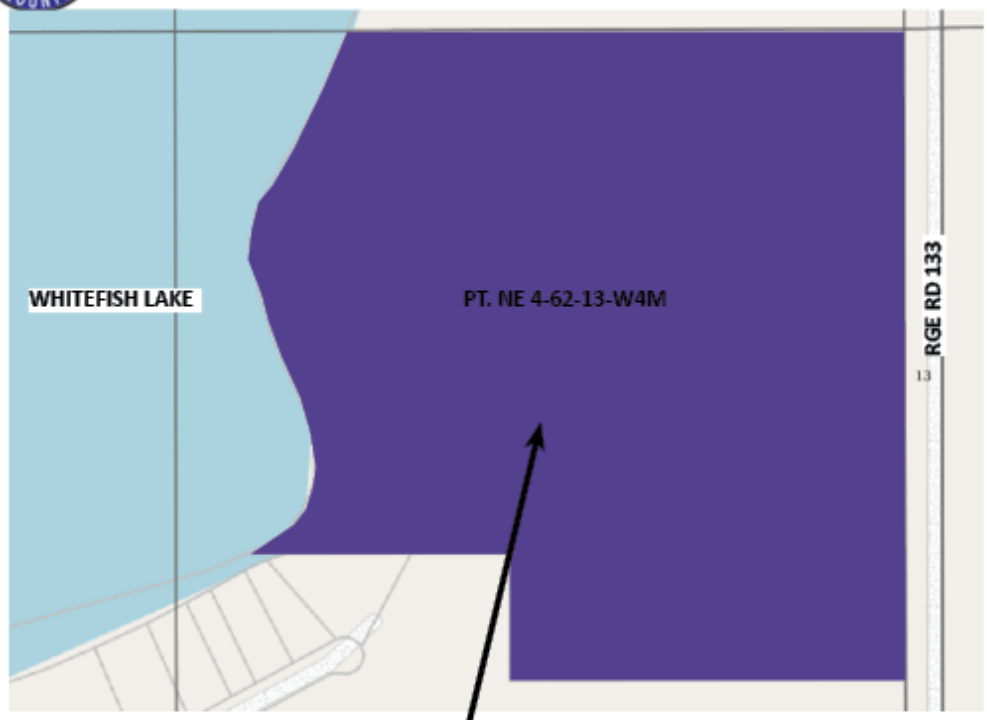
SCHEDULE "B"
BYLAW NO. 1509-26



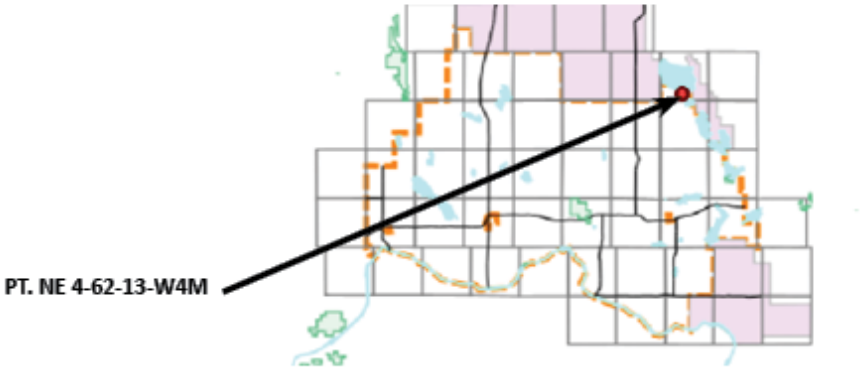
RECLASSIFY FROM AGRICULTURE AREA
TO RESIDENTIAL AREA UNDER
MUNICIPAL DEVELOPMENT PLAN BYLAW #1249-12

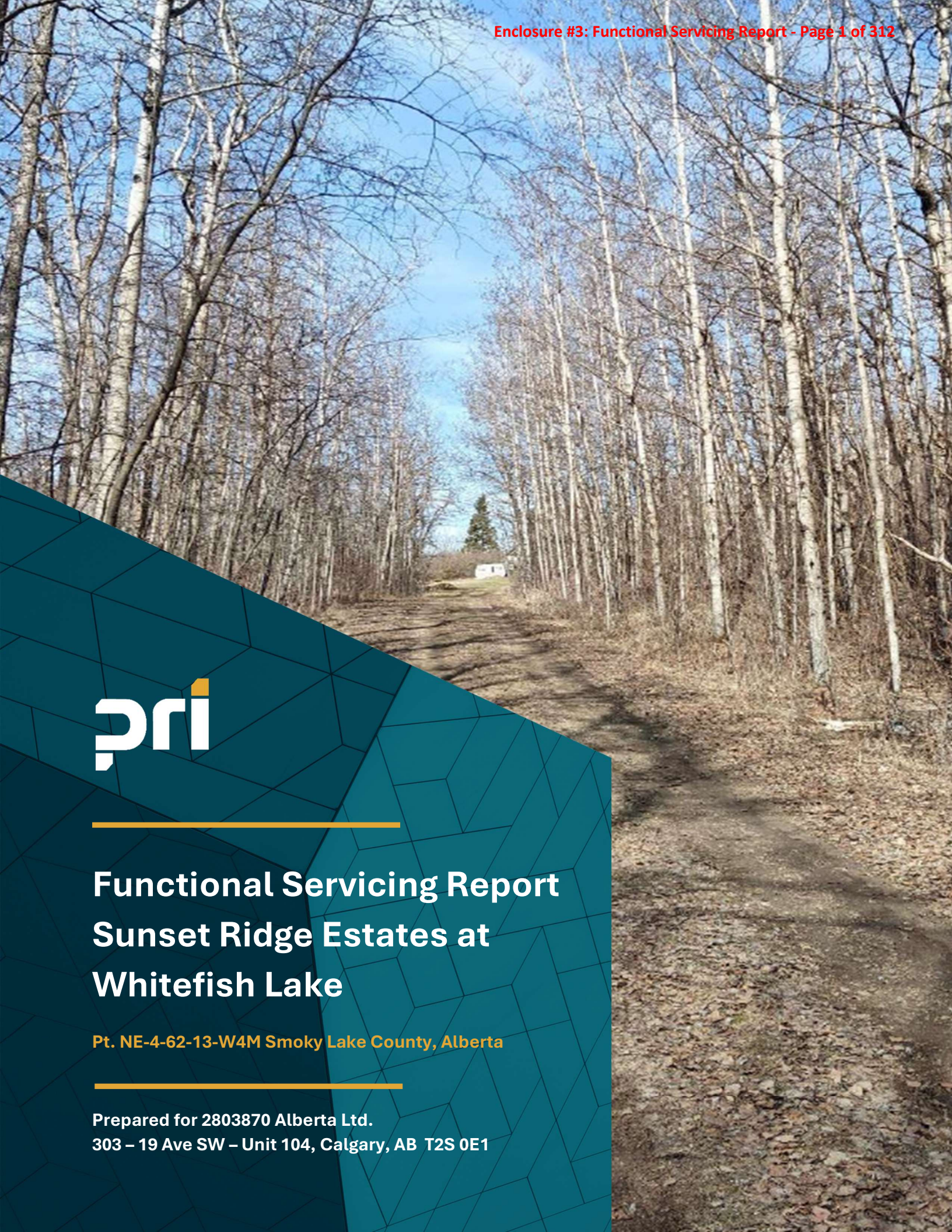


SCHEDULE "C"
BYLAW NO. 1509-26



RECLASSIFY FROM AGRICULTURE AREA TO
RESIDENTIAL AREA UNDER WHITEFISH LAKE AREA STRUCTURE PLAN BYLAW #1189-09





Functional Servicing Report Sunset Ridge Estates at Whitefish Lake

Pt. NE-4-62-13-W4M Smoky Lake County, Alberta

Prepared for 2803870 Alberta Ltd.
303 – 19 Ave SW – Unit 104, Calgary, AB T2S 0E1

Project Name	Sunset Ridge Estates at Whitefish Lake
Legal Description	Pt. NE-4-62-13-W4M, Smoky Lake County, Alberta
Proponent	2803870 Alberta Ltd. / Austin Zacharko
Subdivision Authority	Municipal Planning Services
Authority Having Jurisdiction	Smoky Lake County
Project Number	2500600
Drawing Set	260605-2500600-C1.0 to C6.0
Report Date	June 2026
Governing Standard	Smoky Lake Region REDS (July 2023)

Prepared for:

2803870 Alberta Ltd.

303 19 Ave SW, Unit 104 Calgary, AB T2S 0E1 Canada

June 2026

Presented To:

Austin Zacharko
2803870 Alberta Ltd.
[redacted]

Reviewed & approved by:



[redacted]

Paul Kundzins June 11, 2026
Senior Civil Engineer
Paul.Kundzins@priengineering.com

Version Control and Revision History

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A	2026-06-05	JZ	PK	PK	ISSUED FOR REVIEW
B	2026-06-11	JZ	PK	PK	ISSUED FOR APPROVAL

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1. Introduction

1.1 Purpose and Scope

This Functional Servicing Report (FSR) has been prepared in support of the proposed subdivision of Pt. NE-4-62-13-W4M, Smoky Lake County, Alberta, to be developed as Sunset Ridge Estates at Whitefish Lake. The FSR documents the engineering basis for the proposed servicing strategy and demonstrates conformance with the Smoky Lake Region Regional Engineering Design Standards (REDS, July 2023) and all applicable municipal requirements.

The report addresses roadway design, stormwater drainage, water supply, wastewater disposal, and franchise utilities. It also identifies approved deviations from REDS standards and summarizes key environmental constraints that affect the design. Detailed stormwater calculations are provided under separate cover as a standalone Stormwater Management Report (Appendix C).

1.2 Project Description

The proposed development consists of a 15-lot rural residential subdivision on the western shore of Whitefish Lake, Smoky Lake County, Alberta. The project is titled Sunset Ridge Estates at Whitefish Lake and is being developed by 2803870 Alberta Ltd. (Austin Zacharko, proponent). All 15 lots are proposed to be sold as vacant land for future residential development by individual lot owners.

The subdivision is accessed via a new internal gravel road connecting to Range Road 133 on the east boundary of the property. The road terminates in a cul-de-sac at the north end of the development. Lot sizes range from approximately 0.87 to 1.65 acres. Lakefront lots are subject to a 30-metre Environmental Reserve (ER) setback from the high-water mark of Whitefish Lake.

1.3 Location and Legal Description

The subject lands are legally described as Pt. NE-4-62-13-W4M, Smoky Lake County, Alberta. The property is situated on the western shoreline of Whitefish Lake, east of the existing Whitefish Resort community and south of Hillside Acres. The eastern boundary of the property fronts Range Road 133. The development area is approximately 28.6 acres (11.6 ha) in total, with the active development footprint (road ROW and lots) considerably smaller due to environmental reserves, wetland setbacks, and archaeological avoidance areas.

1.4 Proponent

Land Owner / Proponent	Austin Zacharko
Development Entity	2803870 Alberta Ltd.
Address	[redacted]
Subdivision Authority	Municipal Planning Services, 17511 107 Ave NW #206, Edmonton, AB T5S 1E5

1.5 Engineer of Record

The engineering design drawings (drawing set 260605-2500600-C1.0 to C6.0) were prepared by PRI Engineering with review by Paul Kundzins, P.Eng.

1.6 Governing Standards and References

This report and the associated design drawings have been prepared in accordance with the following standards and documents:

- Smoky Lake Region Regional Engineering Design Standards (REDS), July 2023 — Part C (Rural Development) governs this project
- Smoky Lake County Land Use Bylaw
- Smoky Lake County Council Resolution, April 16, 2026 — approved reduction of road width and ROW width for this subdivision (Council letter dated April 21, 2026)
- Transportation Association of Canada (TAC) — Geometric Design Guide for Canadian Roads
- Alberta Environment and Parks — Stormwater Management Guidelines for the Province of Alberta
- EPCOR Drainage — IDF Curves for the Edmonton Region (1984–2020), April 2025
- Canadian Standards Association and applicable provincial regulations

2. Site Context

2.1 Existing Conditions

The subject property is a treed parcel on the western shoreline of Whitefish Lake. The terrain is gently to moderately sloping, generally draining toward the lake in a westerly direction. The eastern portion of the property (adjacent to Range Road 133) is relatively flat and is where the proposed access road and eastern lots are situated.

A portion of the western area of the property contains an existing disturbed area associated with a current site housing structure. This disturbance is identified on drawing C2.0 (Previously Disturbed Area). The remainder of the property is predominantly forested with natural vegetation.

The property is currently accessed via a temporary or informal access from Range Road 133. The proposed development will formalize this access with a new engineered gravel road as shown on drawings C2.0 and C3.0.

2.2 Environmental Constraints

The following environmental constraints have been identified through supporting technical studies and are reflected in the subdivision layout and servicing design:

2.2.1 Environmental Reserve — Whitefish Lake

All waterfront lots are subject to a 30-metre Environmental Reserve (ER) setback measured from the high-water mark of Whitefish Lake. No development or vegetation clearing is permitted within the ER. Lakefront landowners may create a natural walking path within the ER to allow direct pedestrian access to the lake. The ER is shown on all layout drawings.

2.2.2 Wetland Reserves

Two wetland features have been identified within and adjacent to the development area, classified as follows:

- WL01 — S-S-II Classification (Temporary Shrubby Swamp)
- WL02 — M-G-II Classification (Temporary Graminoid Marsh)

A 10-metre setback has been applied to both wetland features, resulting in Environmental Reserve designations with 10m offsets as shown on drawing C2.0. No grading, clearing, or construction is proposed within these setback areas. Reference: Biophysical Assessment (Appendix G).

2.2.3 Archaeological Sites

Two precontact archaeological artifact scatter sites have been identified within the property boundary:

- GcOx-3 — Precontact Artifact Scatter (Appendix D, pg. 8)
- GcOx-4 — Precontact Artifact Scatter (Appendix D, pg. 15)

Archaeological site avoidance areas have been established around both sites and are shown on drawing C2.0. No construction activities are proposed within these avoidance areas. Reference: Historic Resource Assessment (Appendix D).

2.3 Adjacent Land Uses

- East: Range Road 133 (municipal road allowance); agricultural and rural residential lands
- South: Whitefish Resort (existing rural residential community)
- Southwest: Hillside Acres (existing rural residential community)
- West/Northwest: Whitefish Lake shoreline and environmental reserve
- North: Undeveloped rural land

2.4 Proposed Zoning

The subject lands are proposed to be rezoned to Multi-Lot Country Residential (R1) District under the Smoky Lake County Land Use Bylaw. All proposed development must comply with the applicable setback requirements, building height and lot coverage limits, and land use designations under this district.

2.5 Referenced Studies and Supporting Documents

The following technical studies and supporting documents have been prepared in support of this subdivision application and are referenced throughout this FSR. Copies are included as appendices to this report or provided under separate cover:

Appendix	Title
A	Geotechnical Investigation
B	Phase 1 Environmental Site Assessment
C	Stormwater Management Report
D	Historic Resource Assessment
E	Preliminary Engineering Drawings
F	Water Act Report
G	Biophysical Assessment
H	Community Engagement Report
I	Council Motion – Road Width and ROW Reduction (April 21, 2026)

3. Roadway Design

3.1 Road Classification

The proposed internal access road is classified as a Rural Residential Local Roadway in accordance with REDS Section C1.3.4 and Table C1-1. Local roadways are intended solely to provide access to individual properties and are designed for interrupted flow at a 30 km/h design speed. The road serves 15 residential lots and terminates in a cul-de-sac; its total length of approximately 387 m is within the REDS maximum length of 600 m for local roadways.

3.2 Road Width and Right-of-Way

The REDS default geometric standards for a Rural Residential Local Roadway specify a road width of 8.5 m (EOG to EOG) and a right-of-way width of 30.0 m (REDS Table C1-1). Following a formal request by the proponent, Smoky Lake County Council approved reductions to both standards at its April 16, 2026 meeting, as confirmed by the Director of County Services letter dated April 21, 2026 (Appendix I):

Parameter	REDS Default	Approved Value	Authority
Road Width (EOG to EOG)	8.5 m	7.5 m	Council Resolution, April 16, 2026
Right-of-Way Width	30.0 m	20.0 m	Council Resolution, April 16, 2026

The approved 20.0 m ROW accommodates the 7.5 m travel surface, roadside ditches, utility corridors, and necessary working widths within the constrained site geometry. The reduction is justified by the low traffic volume of the road (15 residential lots), the site topography, and the presence of environmental and archaeological constraints that limit available ROW width.

3.3 Geometric Design Standards

The road has been designed in accordance with the geometric standards for a Rural Residential Local Roadway as set out in REDS Table C1-1 and the TAC Geometric Design Guide for Canadian Roads. Key design parameters are summarized in Table 3-1 below.

Table 3-1 — Road Geometric Design Summary

Design Criteria	Value	Reference
Road Classification	Rural Residential Local	REDS Table C1-1
Road Width (EOG to EOG)	7.5 m (approved reduction)	Council Resolution, April 16, 2026
Right-of-Way Width	20.0 m (approved reduction)	Council Resolution, April 16, 2026
Travel Lanes	2 × 3.75 m	Council Resolution, April 16, 2026
Design Speed	30 km/h	Council Resolution, April 16, 2026
Maximum Gradient	8%	REDS Table C1-1
Road Length	~387 m (STA -0+005 to 0+387)	Drawing C2.0
Cul-de-Sac Radius (EOG)	R14.0 m	REDS Table C1-1; Drawing C2.0
Cul-de-Sac Radius (P/L)	R24.75 m	Drawing C2.0
Min. Stop Sight Distance	65 m (35 m @ 30km/h)	REDS Table C1-1 Council Resolution, April 16, 2026
Max. Superelevation	0.06 m/m	REDS Table C1-1
Pavement Surface	Compacted gravel	REDS C1.4.2

3.4 Road Structure

In accordance with REDS Section C1.4, all roadways within the subdivision shall be surfaced with compacted gravel. A geotechnical investigation (Appendix A) is required to establish the road structure design for a 20-year design life based on in situ conditions and projected traffic volumes. The road structure shall be designed and constructed in accordance with the geotechnical recommendations.

Subgrade preparation shall include scarification to a minimum depth of 300 mm, compaction to 97% SPMDD, and proof rolling witnessed by the Developer's Representative and the Municipality per REDS C1.6.3. Granular base and surface course materials shall be compacted to 100% SPMDD.

3.5 Access and Tie-In to Range Road 133

The proposed internal road connects to Range Road 133 at the east property boundary. The tie-in is shown on drawings C2.0 and C3.0. A typical driveway apron of 15.0 m length is provided at the access point, with a corner radius of R2.0 m at the property line. The access road approach is designed to facilitate safe turning movements for residential vehicles.

Any work within the Range Road 133 road allowance requires prior acceptance from Smoky Lake County per REDS Section A2.12. If the access intersects or is within 800 m of a Provincial Highway right-of-way, authorization from Alberta Transportation is also required per REDS Section C1.5.

3.6 Typical Cross Section

The typical cross section for the access road within the approved 20.0 m ROW is shown on drawing C5.0 and references Smoky Lake Region Standard Detail C1-100 (Rural Residential Local Roadway), included in drawing C5.0. The cross section includes:

- 7.5 m gravel travel surface (2 × 3.75 m lanes) with 3% crown
- 1m gravel shoulder each side from EOG
- Roadside ditches with minimum longitudinal slope of 0.6%
- 4:1 side slopes (maximum) within the 20.0 m ROW
- Culverts at driveway crossings per Standard Detail C1-100

The cul-de-sac design references Smoky Lake Region Standard Detail C1-110 with a minimum crown slope of 3% within the turning circle. Additional cross-sectional elements are as shown on drawing C5.0.

3.7 Construction Requirements

Road construction shall be in accordance with REDS Section C1.5 and the detailed design drawings. Key requirements include:

- Clearing and grubbing to remove all vegetation, stumps, and organic material within the construction limits; roots and stumps to be removed to a minimum depth of 0.6 m below rough grade

- Topsoil to be stripped to full depth and stockpiled for reuse on non-road areas
- Positive drainage to be maintained throughout all stages of construction
- Subgrade proof roll to be witnessed by the Developer's Representative and the Municipality; Municipality to be notified at least one week prior
- All construction materials to be from sources acceptable to the Municipality
- ESC measures to be in place throughout construction; ESC plan required prior to construction commencement per REDS A2.20

4. Stormwater Management

4.1 Overview

Stormwater management for the Sunset Ridge Estates subdivision is achieved through a conventional rural drainage system consisting of roadside ditches and a culvert crossing conveying runoff to the downstream receiving area. No piped storm sewer system, stormwater management pond, or detention facility is proposed. The drainage design philosophy is to maintain pre-development drainage patterns and flow rates to the maximum extent practicable, consistent with REDS Section C3.2.

Detailed hydrological and hydraulic calculations supporting the drainage design are provided in the Stormwater Management Report (Appendix C — separate report).

4.2 Design Criteria

The drainage system has been designed in accordance with REDS Section C3 (Rural Storm Drainage Systems). The applicable design criteria are:

- Minor system (roadside ditches): designed to convey the 1:5-year return period storm event without surcharging — REDS C3.3
- Major system (culvert and overland flow routes): designed to convey the 1:100-year return period storm event — REDS C3.3 and C3.16. The 1:10-year return period storm event is considered as a conservative approach given the small drainage area.
- Design flow method: Rational Method, Q = CIA/360, applicable for catchment areas less than 65 ha — REDS C3.4.1
- IDF curves: EPCOR Drainage, Edmonton Region (1984–2020) — REDS C3.6
- Runoff coefficient: C = 0.30 (Rural/Agricultural) for the 5- and 10-year events; adjusted upward by 25% for the 100-year event per REDS Table C3-1
- Minimum ditch grade: 0.6% — REDS C3.16.3
- Minimum culvert diameter for road crossings: 600 mm — REDS C3.14
- Minimum depth of cover over culvert: greater of half the culvert diameter or 500 mm — REDS C3.13

4.3 Catchment Delineation

Culvert catchment area has been delineated and shown on drawing C6.0 (Stormwater Management Plan):

- Catchment Area: 2.9 ha — drains the eastern lots and portions of the Range Road 133 frontage area

The catchment discharges to the culvert, with flow ultimately directed toward the downstream receiving area and Whitefish Lake watershed via proposed ditch. Overland flow directions are shown on drawing C6.0.

4.4 Drainage System

4.4.1 Roadside Ditches

Roadside ditches are provided on the west side of the access road within the 20.0 m ROW, connecting into the ditch proposed at the downstream end of the culvert, directing flow to Whitefish Lake watershed as shown on drawings C2.0, C3.0, and C4.0. The ditches are designed as trapezoidal sections to convey the 1:100-year flow without overtopping or causing flooding of the road surface or adjacent properties, per REDS C3.16. The 1:10-year return period storm event is considered as a conservative approach given the small drainage area. Design parameters include:

- Minimum longitudinal ditch grade: 0.6%
- Minimum ditch bottom width: 1.5 m at minimum 5.0% slope away from roadway
- Manning's roughness: n = 0.033 (gravel-lined channels) per REDS C3.12
- Ditch grades exceeding 2.0% to be protected with rock ditch checks, silt fences, or erosion control blankets per REDS C3.16.4
- Minimum finished floor elevation of lots adjacent to ditches: 0.3 m above the 1:100-year water elevation per REDS C3.16.2

4.4.2 Culvert

A single culvert crossing is proposed to convey roadside ditch flows beneath the access road. The culvert is shown on drawings C4.0 and C5.0 with the following design parameters:

- Size: 600 mm diameter — minimum required for road crossings per REDS C3.14
- Material: Corrugated steel pipe (CSP) — per REDS C3.20
- Length: 26.1 m
- Slope: 3.45%
- Minimum cover: 500 mm or half the culvert diameter, whichever is greater, measured from finished grade to top of culvert per REDS C3.13
- Riprap to be placed at both the inlet and outlet of the culvert to prevent erosion per REDS C3.19
- Marker posts to be installed at culvert ends, extending to 1 m above road grade per REDS C3.19

Hydraulic capacity analysis confirming the adequacy of the 600 mm culvert for the design discharge is provided in the Stormwater Management Report (Appendix C).

4.4.3 Outfall

Culvert outflow discharges toward the proposed downstream ditch and ultimately to the Whitefish Lake watershed. Appropriate outlet protection including riprap energy dissipation is to be provided at the culvert outlet. The outfall location and protection are shown on drawing C4.0. The outfall shall be designed with consideration of erosion protection and shall not cause adverse impacts to downstream properties or the Whitefish Lake Environmental Reserve.

4.5 Lot Grading

Individual lot grading shall comply with REDS Section C3.8. Lots 1-9 shall be graded to drain toward the roadway ditch system or to follow overland flow to the west of the site, and lots 10-15 will shall be graded to drain toward the proposed culvert. Key requirements applicable to this development:

- Positive drainage to be maintained from all structures toward the roadway ditch or culvert
- Minimum finished floor elevation: 0.3 m above the 1:100-year hydraulic grade line per REDS C3.8.13
- Roof drainage to be discharged to grade via splash pads, with discharge point a minimum of 1.2 m from the building — REDS C3.11
- Foundation drains to be pumped to surface and drain overland to the roadway ditch — REDS C3.10
- Areas around buildings to be graded away from foundations at minimum 5% for 1.2 m
- Lot grading plans to be submitted at the time of building permit application for each lot

4.6 Stormwater Management Report

A separate Stormwater Management Report has been prepared for this development and is included as Appendix C. That report provides the full hydrological analysis (Rational Method, IDF data, time of concentration, catchment parameters) and hydraulic capacity assessment of the ditch and culvert system for the design storm events. The drainage design shown on drawing C6.0 is supported by the calculations in Appendix C.

5. Water Supply

5.1 Servicing Approach

No communal water distribution system is proposed for the Sunset Ridge Estates subdivision. In accordance with the development notes on drawing C1.0, future landowners will be responsible for the installation of individual on-site potable water systems on their respective lots. Cistern-based or drilled or dug wells will provide water supply systems will be the anticipated approach for this rural lakeside development.

5.2 Responsibility

Future landowners will be solely responsible for the installation, operation, and maintenance of their on-site potable water supply systems. The Developer has no obligation to provide communal water infrastructure. All lots will be sold as vacant land, and water supply is a future development responsibility of each individual lot owner.

5.3 Regulatory Compliance

All on-site water supply systems installed within the subdivision must comply with applicable Alberta regulations and any requirements imposed by Smoky Lake County. Lot owners are responsible for obtaining all necessary permits and inspections for their individual water systems.

5.4 Water Act Considerations

A Water Act Report has been prepared in support of this development and is included as Appendix F. That report addresses any licensing requirements and approvals required under the Alberta Water Act for works related to the development, including any potential impacts to Whitefish Lake and its associated shoreline.

6. Wastewater

6.1 Servicing Approach

No communal sanitary collection or treatment system is proposed for this subdivision. In accordance with the development notes on drawing C1.0, individual on-site septic tank systems will be used for wastewater disposal on each lot. Only septic tanks are permitted for wastewater disposal; no alternative systems are proposed at this time.

6.2 Responsibility

Future landowners are solely responsible for the installation, operation, maintenance, and decommissioning of their individual on-site wastewater disposal systems. The Developer has no obligation to provide communal sanitary infrastructure.

6.3 Regulatory Compliance

All septic systems within the subdivision must comply with applicable provincial regulations (including the Alberta Private Sewage Systems Standard of Practice) and any requirements imposed by Smoky Lake County. Lot owners are responsible for obtaining all necessary development and building permits, as well as any inspections required by the relevant authority having jurisdiction.

7. Franchise Utilities

7.1 Natural Gas

Natural gas service will be provided to the property line of each lot via underground distribution infrastructure. As noted on drawing C1.0, the natural gas infrastructure within the development will be owned and maintained by Smoky Lake County. Installation shall be in accordance with REDS Section C5 and applicable requirements of the gas franchise utility provider. The existing underground natural gas pipeline along Range Road 133 is shown on drawings C2.0 and C3.0; tie-in and distribution details are to be confirmed with the gas utility prior to construction.

7.2 Electrical Power

Each lot will be serviced with an individual power pole and meter. All electrical infrastructure within the development will be owned and maintained by ATCO Electric. Electrical installation shall be coordinated with ATCO Electric and shall comply with REDS Section C5 and all applicable codes and standards.

7.3 Other Franchise Utilities

Other franchise utilities (telecommunications, cable, internet) are not anticipated to be installed as part of the initial development. Individual lot owners will be responsible for arranging service connections to their lots following completion of the subdivision, in coordination with the applicable service providers.

7.4 Installation Requirements

All franchise utilities shall be installed within the 20.0 m ROW and/or designated utility corridors in accordance with REDS Section C5. Utility placement shall be coordinated to avoid conflicts with roadway drainage infrastructure, culverts, and environmental reserves. All disturbed areas within the ROW are to be restored to existing or better condition following utility installation per REDS Section A2.12.

8. Environmental and Regulatory Considerations

8.1 Environmental Reserve — Whitefish Lake

A 30-metre Environmental Reserve has been established along the full length of the Whitefish Lake shoreline, measured from the high-water mark. This reserve is shown on all subdivision layout drawings. In accordance with the development notes on drawing C1.0 (and mirrored in the Outline Plan general notes), no development or vegetation clearing is permitted within the ER. Lakefront lot owners may create a natural walking path to allow direct pedestrian access to the lake.

The ER functions as a natural buffer protecting water quality, riparian habitat, and the aesthetic character of the Whitefish Lake shoreline. No grading, filling, or construction activities associated with the subdivision infrastructure encroach within the 30-metre ER setback.

8.2 Wetland Avoidance

Two wetland features (WL01 and WL02) have been identified within the subject property through the Biophysical Assessment (Appendix G). Environmental Reserve designations with 10-metre setback offsets have been applied to both wetlands and are reflected in the subdivision layout. No clearing, grading, or construction activities are proposed within these setback areas. The wetland boundaries and avoidance areas are shown on drawing C2.0 (Wetland and Archaeological Reserves).

8.3 Archaeological Site Avoidance

Two precontact archaeological artifact scatter sites (GcOx-3 and GcOx-4) have been identified within the property through the Historic Resource Assessment (Appendix D). Avoidance areas have been established around both sites and are incorporated into the subdivision layout. No construction activities are proposed within these avoidance areas. The site boundaries and avoidance extents are shown on drawing C2.0.

Proponents and contractors must be aware of the avoidance area requirements prior to any ground disturbance. If previously unidentified archaeological or historical resources are encountered during construction, work in the affected area must stop immediately and the Alberta Culture, Multiculturalism and Status of Women (or successor authority) must be notified.

8.4 Lake Access and Municipal Reserve

A Whitefish Lake public access path has been designated within the subdivision to provide all lot owners with access to Whitefish Lake. A Municipal Reserve parcel for public beach access has been included in the subdivision layout as shown on drawing C2.0. An off-lake recreational area is also provided for use by all lot owners. These amenities are shown on drawings C2.0.

8.5 Wildfire Risk and FireSmart

In accordance with the development notes on drawing C1.0, all property owners are encouraged to implement FireSmart practices, including the creation of defensible space around structures and safe vegetation management. Given the treed character of the site and its rural location, wildfire risk management is an important consideration for future lot development. A Wildfire Risk Assessment may be required at the time of individual lot development permit applications, at the discretion of the Municipality.

8.6 Erosion and Sediment Control

An Erosion and Sediment Control (ESC) Plan shall be prepared and submitted to Smoky Lake County for acceptance prior to commencement of any construction activities, in accordance with REDS Section A2.20. The ESC Plan shall address protection of Whitefish Lake and the designated wetland features from construction-related runoff and sediment. Key ESC measures will include:

- Silt fencing and sediment barriers along the perimeter of all disturbed areas
- Stabilized construction access at the Range Road 133 entry point
- Ditch checks and temporary erosion protection in steep ditch sections
- Preservation of natural vegetation buffers around the ER and wetland setback areas
- Regular inspection and maintenance of ESC measures throughout construction
- Post-construction restoration of all disturbed areas

9. Deviations from REDS Standards

9.1 Approved Deviations

The following deviations from the REDS geometric standards for Rural Residential Local Roadways have been approved by Smoky Lake County Council:

Parameter	REDS Default	Approved Value	Authority
Road Width (EOG to EOG)	8.5 m	7.5 m	Council Resolution, April 16, 2026
Right-of-Way Width	30.0 m	20.0 m	Council Resolution, April 16, 2026

These approvals are documented in the letter from Jordan Ruegg, Director of County Services, Smoky Lake County, dated April 21, 2026, confirming Council resolutions passed at the April 16, 2026 Council meeting (Appendix I).

9.2 Justification

The requested reductions are justified by the following site-specific factors:

- Traffic volume: The road serves only 15 rural residential lots. Traffic volumes are minimal and well within the operational capacity of a 7.5 m gravel road at 30 km/h design speed.
- Site constraints: The combination of the 30 m Whitefish Lake ER setback, wetland setback areas, and archaeological avoidance zones significantly constrains the usable land area within the development, making full REDS ROW widths difficult to achieve without impacting these protected features.
- Road function: The road functions as a low-volume private access road consistent with the rural residential character of the development. The reduced road width does not compromise safety, sight lines, or emergency vehicle access.
- Precedent: The Council approval confirms Smoky Lake County's acceptance of the reduced standard for this specific location and development.

9.3 No Other Deviations

No other deviations from REDS standards are proposed. All remaining aspects of the roadway design, drainage design, construction requirements, and servicing approach comply with the applicable REDS standards for Rural development (Part C).

10. Summary and Conclusions

10.1 Summary

This Functional Servicing Report has been prepared in support of the proposed Sunset Ridge Estates at Whitefish Lake subdivision (Pt. NE-4-62-13-W4M, Smoky Lake County, Alberta), consisting of 15 rural residential lots accessed by a new internal gravel road connecting to Range Road 133.

The proposed servicing strategy is appropriate for the rural character of the development and consistent with similar rural lakefront subdivisions in the Smoky Lake Region. The following table summarizes the key servicing components:

Service	Proposed Approach
Road	Rural residential local gravel road, 7.5 m width, 20.0 m ROW (Council-approved deviation); ~387 m length; cul-de-sac terminus
Stormwater	Roadside ditch and 600Ø CSP culvert system; overland drainage to Whitefish Lake watershed; detailed calculations in Appendix C (separate report)
Water Supply	Individual on-site cistern systems (future lot owner responsibility)
Wastewater	Individual on-site septic tanks (future lot owner responsibility)
Natural Gas	Underground ATCO distribution to each lot property line; owned by Smoky Lake County
Electrical	Individual power pole and meter per lot; ATCO Electric

10.2 REDS Compliance

The proposed design complies with the Smoky Lake Region REDS (July 2023), Part C — Rural Development, with the exception of the two geometric deviations (road width and ROW width) that have been formally approved by Smoky Lake County Council as documented in Appendix I.

Appendices

Appendix	Title
A	Geotechnical Investigation
B	Phase 1 Environmental Site Assessment
C	Stormwater Management Report
D	Historic Resource Assessment
E	Preliminary Engineering Drawings
F	Water Act Report
G	Biophysical Assessment
H	Community Engagement Report
I	Council Motion – Road Width and ROW Reduction (April 21, 2026)

Appendix A: Geotechnical Investigation

APPENDIX A:

Geotechnical Investigation

Date Report Completed	June 9, 2026
Consultant	PRI Engineering



PRI ENGINEERING

GEOTECHNICAL INVESTIGATION REPORT – FINAL

Whitefish Lake Development

Smoky Lake, Alberta

Prepared for 2803870 Alberta Ltd.

[redacted]

Calgary, AB T2S 0E1

920 – 28 Street NE, Unit #22 | Calgary, AB T2A 6K1 | 403.770.3069

June 8, 2026

Austin Zacharko
Homeowner
2803870 Alberta Ltd.

Emailed to: austin@massifenergy.ca

Subject: **Geotechnical Investigation Report - FINAL**
Proposed Access Road Development – Smoky Lake, Alberta
PRI Project No. 25-319

To Mr. Zacharko,

PRI Engineering Corp. (PRI) is pleased to submit the following geotechnical investigation report, describing subsurface conditions and recommendations for the access road construction for a proposed Whitefish Lake Development. It is understood that the development will consist of fifteen (15) individual lots, with an approximate project size of 26.6 acres (107,659 m^2), with the proposed access road located along Range Road 133 in Smoky Lake County, Alberta.

This report presents the results of the subsurface investigation for the Site, which was completed on May 6, 2026, and includes PRI's comments and recommendations as they relate to the proposed access road design and earthworks. Attached is a site layout plan noting auger hole locations, auger hole logs, and laboratory test results.

We trust that the information is straightforward and meets your preset requirements. Please contact us if you have any questions.

Yours truly,
PRI Engineering Corp.

[redacted]

Greg Kuepfer, P.Eng.
Sr. Geotechnical Engineering

920 – 28 Street NE, Unit #22 | Calgary, AB T2A 6K1 | 403.770.3069

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Appendix A: Borehole Explanation Form, Borehole Logs

Appendix B: Geotechnical Laboratory Results

Appendix B-1: Particle Size Distribution Results

Appendix B-2: Atterberg Limit Results

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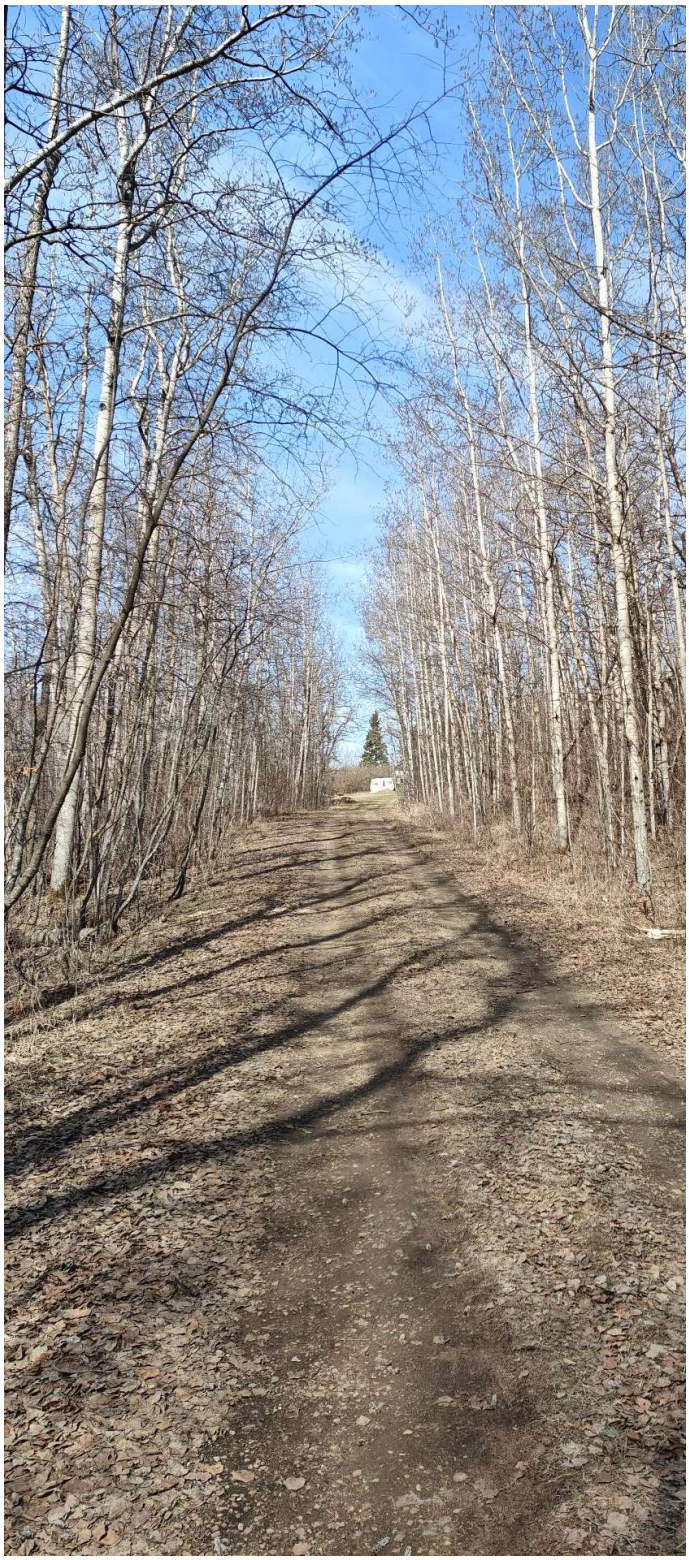
List of Acronyms and Abbreviations

ASTM	American Society for Testing and Materials
ANSI	American National Standards Institute
AWWA	American Water Works Association
CCIL	Canadian Council of Independent Laboratories
CFEM	Canadian Foundation Engineering Manual
CPT	Cone Penetration Test
CSA	Canadian Standards Association
mBGS	Metres Below Ground Surface
mbeg	Metres Below Existing Grade
OBC	Ontario Building Code
OHS	Occupational Health and Safety
PRI	PRI Engineering Corp.
SPMDD	Standard Proctor Maximum Dry Density
SPT	Standard Penetration Test
USCS	Unified Soil Classification System

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1 Introduction

As requested by 2803870 Alberta Ltd. (the Client), PRI Engineering Corp. (PRI) is pleased to submit the following Geotechnical Investigation Report for the proposed access road at an undeveloped property in Smoky Lake County, Alberta. The subject access road is located along Range Road 133, on the south and east side of Whitefish Lake (the Site).



Prior to completion of the geotechnical investigation, PRI reviewed the drawing package provided by the Client titled *Outline Plan: Sunset Ridge Estates at Whitefish Lake, Smoky Lake County, Alberta, Canada, REV03*, dated *04-01-2026*, prepared by *Massif Energy Ltd*. Based on these documents and discussions with the Client, it is understood that the site is currently undeveloped with heavy tree cover, with a partial access road extending west from Range Road 133 through a gated entrance. The Site contains areas of dried-out and fallen trees. A CSP drainage culvert is currently in place to facilitate water flow crossing under the access road.

The purpose of this investigation is to provide geotechnical recommendations and considerations related to the proposed access road design and earthworks. It is understood that further investigations and development of other elements at the Site, including but not limited to dwelling foundations, buried utilities on individual lots, and other environmental considerations, are to be completed at a later stage in the overall development of this Site.

A summary of the field program procedures and associated laboratory program is provided in **Section 2**. The subsurface profile and auger hole conditions are outlined in **Section 3**, with geotechnical recommendations and considerations related to the access road for the proposed development are summarized in **Section 4**.

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2 Geotechnical Investigation Procedures

Prior to initiating the field investigation, underground utility locates, including water, electrical, sewer, gas, telephone, cable, etc., were completed using Alberta One-call services. Augerhole locations were finalized in the field based on utility clearances and other obstructions (i.e., trees, overhead lines, etc.) observed at the time of the investigation.

2.1 Field Investigation Program

An augerhole program was carried out on May 6, 2026, where five (5) augerholes, designated at AH25-01 through AH25-05, were advanced in accessible areas to sampling termination depths of up to 1.5 metres below ground surface (mBGS), within overburden or practical refusal. The augerholes were advanced using a 40 millimetre (mm) outer diameter hand auger. Lightweight Dynamic Cone Penetration Tests (LDCPs) were conducted adjacent to the augerhole locations, to a target depth of 3.0 mBGS or practical refusal, using a Scala Penetrometer within the overburden, to assess relative density or consistency of the encountered soils. LDCPs measure the number of blows required to drive a 16 mm diameter steel bar into the soil in 150 mm increments using a 9-kilogram hammer falling 510 mm. LDCPs values in shallow soils can be utilized to evaluate and estimate California Bearing Ratio (CBR) values for pavement design, while deeper LDCPs values were utilized to evaluate subsurface conditions at greater depths. Subsurface conditions, including termination depth, groundwater seepage, and overall augerhole stability, were logged and sampled.

Recovered soil samples were inspected and logged in the field using visual and tactile methods, with soil samples being placed in moisture-proof containers for transportation to the laboratory for review and selected testing.

An Augerhole Location Plan is provided in **Figure 1.** Augerhole logs are provided as **Appendix A**. Augerhole location and sampling depth details are summarized in **Table 1**.

Table 1: Augerhole GPS Coordinates and Termination Depths

Augerhole ID	GPS Coordinates		Sampling Termination Depth (mBGS)*
	Latitude	Longitude	
AH26-01	54.340388	-111.880120	1.2
AH26-02	54.338796	-111.880072	1.5
AH26-03	54.338035	-111.880046	1.5
AH26-04	54.337748	-111.878962	0.8
AH26-05	54.337618	-111.878243	1.5

*mBGS = metres below ground surface

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2.2 Elevation Survey

Approximate augerhole latitude and longitude coordinates were obtained using a handheld GPS unit. A detailed topographic survey was beyond the current scope of this investigation. Augerhole coordinates are summarized in **Table 1** (above) and are included on augerhole logs attached in **Appendix A.**

2.3 Laboratory Testing Program

Soil samples obtained from the field investigation program were recovered and retained in moisture-proof containers for further review, selected testing, and storage. Selected samples submitted to Canadian Certified Independent Laboratories (CCIL) at our in-house laboratory for geotechnical tests are summarized in **Table 2**.

Table 2: Laboratory Test Quantities and Reference Standards

LABORATORY TEST	REFERENCE STANDARD	NUMBER OF TESTS
Natural Moisture Content	ASTM D2216-98	14
Particle Size Distribution Analysis	ASTM D422	2
Atterberg Limits	ASTM D4318	1

Results from the Natural Moisture Content Analysis and Particle Size Distribution Analysis are summarized on the augerhole logs with Particle Size Distribution Curves and Atterberg Limits test results provided as **Appendix B-1 and Appendix B-2**, respectively**.**

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3 Subsurface Conditions

The inferred subsurface profiles are based on the augerhole logs from the field investigation program. While we believe conditions are representative of actual site conditions, if findings during construction deviate from those encountered at the completed augerholes, we should be consulted to revise our recommendations based on actual conditions at the time of construction.

The following are the specific subsurface conditions encountered at augerhole locations. Based on the completed augerhole logs (attached as **Appendix A**) and laboratory particle size analyses (attached as **Appendix B**).

3.1 Topsoil

A layer of topsoil material was encountered at grade at all augerhole locations. The topsoil ranged in thickness from approximately 300 mm to 400 mm. Assessment of organic matter was not part of the scope of work.

3.2 Clayey Silt

Layers of light brown to brown clayey silt material were encountered in four (4) augerholes, AH26-01 through AH26-04, below the surficial topsoil material, extending to augerhole termination depths of approximately 0.8 mBGS to 1.5 mBGS. The material contains trace amounts of gravel, sandy to some amount of sand, trace rootlets, trace organics and was described as drier than the plastic limit (DTPL) to wetter than the plastic limit (WTPL) at the time of the investigation, based on laboratory moisture contents of 11% to 21%. Pocket penetrometer readings performed on obtained cohesive soil samples ranged from approximately 0.5 kilogram per square centimetre (kg/cm^2) to 2.5 kg/cm^2, indicating shear strengths ranging from approximately 25 kPa to 125 kPa for the sampled soils. Based on pocket penetrometer readings and LDCPs' resistance values, the clayey silt material has a firm stiff to very stiff consistency, with firm stiff to stiff soils generally encountered at shallow depths. Based on LDCPs' resistance values, it is estimated that CBR values range from 1 to 5 from the existing grade to 0.5 mBGS, with CBR of 2 to 3 considered for preliminary access road design.

One (1) laboratory particle size distribution analysis was completed on a selected clayey silt sample. The test result is attached in **Appendix B** and is summarized in **Table 3** as follows, as per Unified Soils Classification System (USCS).

Table 3: Summary of Laboratory Particle Size Analysis – Clayey Silt

Augerhole ID	Sample No.	Depth (mBGS)	Gravel*	Sand**	Silt***	Clay****
AH26-03	AS3	0.8 - 0.9	0%	33%	43%	24%

*Material passing a 3-inch sieve opening and retained by the No. 4 sieve.
**Material passing No. 4 sieve and retained by No. 200 sieve.
***Material passing No. 200 sieve and greater than 0.002 mm (based on hydrometer results).
****Material smaller than 0.002 mm (based on hydrometer results).

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3.3 Silt and Sand

A layer of brown clayey silt and sand material was encountered in one (1) augerhole, AH26-05, below the surficial topsoil material, extending to a depth of approximately 1.5 mBGS (augerhole termination depth). The material contains trace amounts of gravel, trace rootlets and was described as about plastic limit (APL) to WTPL at the time of the investigation, based on laboratory moisture contents of 15% to 17%. Pocket penetrometer readings performed on obtained cohesive soil samples ranged from approximately 2.0 kg/cm^2 to 2.5 kg/cm^2, indicating shear strengths ranging from approximately 100 kPa to 125 kPa for the sampled soils. Based on pocket penetrometer readings and LDCPs' resistance values, the clayey silt and sand material has a firm, stiff to stiff consistency. Based on LDCPs' resistance values, it is estimated that CBR values range from 3 to 7 from the existing grade to 0.5 mBGS, with CBR of 3 considered for preliminary access road design.

One (1) laboratory particle size distribution analysis was completed on selected silt and sand samples. The test result is attached in **Appendix B** and is summarized in **Table 4** as follows, as per USCS.

Table 4: Summary of Laboratory Particle Size Analysis – Silt and Sand

Augerhole ID	Sample No.	Depth (mBGS)	Gravel*	Sand**	Silt***	Clay****
AH26-05	AS2	0.5 - 0.8	1%	45%	33%	21%

*Material passing a 3-inch sieve opening and retained by the No. 4 sieve.
**Material passing No. 4 sieve and retained by No. 200 sieve.
***Material passing No. 200 sieve and greater than 0.002 mm (based on hydrometer results).
****Material smaller than 0.002 mm (based on hydrometer results).

One (1) selected sample was submitted for Atterberg limit testing. The test result is attached in **Appendix B,** and a summary of the results is displayed in **Table 5**.

Table 5: Summary of Atterberg Limit Tests – Silt and Sand

Augerhole ID	Sample No.	Depth (mBGS)	Liquid Limit	Plastic Limit	Plasticity Index	USCS Classification
AH26-05	AS2	0.5 - 0.8	37%	12%	25	CL

3.4 Bedrock and Other Obstructions

Bedrock was not encountered at any augerhole locations during the investigation. Although no cobbles and boulders were encountered at the augerhole locations, there is a possibility of encountering buried obstructions in this overburden material, and this should be considered for access road design and construction.

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Verification of bedrock depth below the investigation depths and its overall quality, involving coring and laboratory analysis, was beyond the scope of this investigation.

3.5 Groundwater and Augerhole Stability Observations

Groundwater was not encountered at any of the augerhole locations at the time of the investigation. It should be noted that groundwater levels may fluctuate seasonally, in response to major precipitation events, and based on fluctuations of the adjacent lake water levels.

All auger holes remained open and dry upon completion of augering except one (1), AH26-04, which caved at 0.7 mBGS, upon completion.

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4 Geotechnical Recommendations

The following recommendations are intended for the design and construction of the proposed access road. Recommendations are based on the augerhole information described in **Section 3**. While we believe the findings are representative, conditions may vary beyond the investigated locations. If significant differences in the subsurface conditions described above are subsequently encountered, particularly during construction or as more information becomes available, PRI should be contacted immediately to revise our findings and recommendations, as necessary.

Recommendations are intended for Designers and are not intended as instructions to Contractors, who should perform their own investigations to confirm any conditions that may affect construction schedules, costs and selected methodologies. Recommendations in this report must not be used by third parties without the express written consent of PRI.

4.1 General

Access road development and construction should be in accordance with the specifications and considerations as outlined in the *Regional Engineering Design Standards* (REDS), dated July 2023, as amended, and other applicable local and provincial standards. If deficiencies or contradictions exist between these standards and the recommendations outlined below, it is recommended that the more conservative and higher standard or specification should be considered.

4.1.1 Site Preparation

Prior to grading and earthworks operations, any organic and otherwise deleterious material should be stripped from beneath the proposed access road. In accordance with REDS, subgrade preparation typically includes scarification to a minimum depth of 300 mm, windrow material to the side, compaction of exposed surface to 97% Standard Proctor Maximum Dry Density (SPMDD), replacement of windrowed material to line/grade and compacted to 100% SPMDD. Alternatively, the subgrade should be proof-rolled using a sheepfoot roller with a minimum static weight of 8 tons, passed a minimum of six times, or an approved equivalent. Proof-rolling should be completed in the presence of the Geotechnical Engineer or qualified personnel working under the direct supervision of the Geotechnical Engineer. Loose or soft subsoils, which have not been adequately densified during proof-rolling, if any, should be removed and replaced with approved fill that is texturally consistent with the existing subgrade and shall be placed and compacted as per **Section 4.1.4** (below). If excessive rutting, loose areas or unexpected quantities of organic materials are identified during the proof rolling, a geotextile separator (e.g., US 205NW or approved equivalent) may be an option to limit the depth of any sub-excavation. Approval for the specific use of geotextiles shall be obtained from the Geotechnical Engineer.

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4.1.2 Excavations

Excavations should be constructed in accordance with the most recent version of the Alberta Occupational Health and Safety Act (OHSA). The existing firm stiff to stiff clayey silt to silt and sand material above the groundwater table can be classified as "likely to crack and crumble" soil type as per Section 442(2) in accordance with OHS. Thus, the walls of the excavation must be sloped within 1.5 m of the bottom of the excavation at an angle of not less than 45 degrees measured from vertical. Excavations in the soil could be achieved using standard excavation equipment such as a backhoe or an excavator. Based on anticipated excavation depths, excavation below the groundwater table is not anticipated. Open-cut excavations may be possible; however, the temporary excavations should be sloped, benched, or braced to maintain stability.

Excavations should be protected from exposure to precipitation and associated ground surface runoff and should be inspected regularly for signs of instability. If localized instability is noted during excavation or if wet conditions are encountered, side slopes should be flattened or supported, as required by regulations, to maintain safe working conditions. All excavations should comply with applicable local, state and federal safety regulations, including the current OHSA Excavation and Trench Safety Standards.

4.1.3 Groundwater Control

No groundwater was encountered at any augerhole location; significant groundwater seepage is not expected, and seepage should be controllable with sumps and filtered pumps within the excavations. A permit is not expected to be required as per the requirements of the Water Act (Government of Alberta, 2000). However, water levels should be verified at the time of construction, and PRI should be contacted to review all final designs, anticipated date of construction, dewatering methods, and permitting requirements once the final construction and design details are available.

4.1.4 Materials Reuse, Backfill and Compaction

Materials containing deleterious material (e.g., topsoil, rootlets, etc.) are not considered suitable for reuse as backfill or for supporting foundations, nor should they be used for any of the pavement base or sub-base materials.

If consideration is given to the reuse of excavated soils at the time of construction, it is recommended that all materials designated for reuse be inspected by the Geotechnical Engineer prior to and/or during construction, to confirm that no deleterious material is present. Cobbles and boulders content within reused material should be less than 5% by mass. If cobble and boulder content exceeds this limit, the material should be screened to remove all material greater than 60 mm, or an approved equivalent must be used.

Prior to placing any fill, all subgrade surfaces must be approved by the Geotechnical Engineer as noted in **Section 4.1.1** (above). Materials used for fill should be placed in maximum 200 mm loose lifts and compacted to 100% of the SPMDD below foundations and structural components, 98% of the SPMDD beneath roads, and 95% of the SPMDD in general fill areas. Compaction operations

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should be completed using a self-propelled vibratory compactor or jumping-jack plate tamper where access is limited. Backfill loose lift thicknesses may need to be reduced to achieve the above-noted compaction values based on compaction equipment utilized (i.e., small tampers or jumping-jack).

4.1.5 Frost Considerations

Based on Section 13.4.2 of the CFEM 5th Edition, the frost penetration depth for the site can be calculated based on the modified Berggren Equation shown in **Equation 1** below:

$$X = \lambda \sqrt{\frac{2\, k_f\, I_s}{L_s}} \qquad [1]$$

Where,

- X = depth of frost penetration (m)
- λ = a dimensionless coefficient based on dry density and water content as per Figure 13.8 of the CFEM 5th Edition
- I_s = surface freezing index (°C-days)
- k_f = thermal conductivity of the frozen soil as per Figures 13.6 (coarse-grained) and 13.7 (fine-grained) of the CFEM 5th Ed.
- L_s = volumetric latent heat of the soil = 334 kJ/kg

According to **Equation 1**, the frost penetration depth is directly proportional to the square root of the thermal conductivity of the frozen soil and surface freezing index, and inversely proportional to the square root of the volumetric latent heat of soil. The thermal conductivity of frozen soil is a function of the type of soil (coarse-grained or fine-grained), moisture content and dry density. The volumetric latent heat of soils depends on the dry density, moisture content of soil, and latent heat of fusion of water to ice, which is a constant taken as 334 kJ / kg.

The surface freezing index was then calculated based on the following **Equation 2**:

$$I_s = n\, I_d \qquad [2]$$

Where,

- n = empirical surface interface factor as per Table 13.2 of CFEM 5th Edition
- I_d = design freezing index (°C-days)

The following assumptions have been made to estimate the frost penetration depth:

- Mean annual air temperature (MAAT) of 2.2°C from the 1991-2020 Climate Normals data (Government of Canada) for Lac La Biche, AB;
- Mean and maximum frost days of 205 days and 215 days, respectively, for Goodfish Lake, AB, for the period 1984 to 2013 (Climate Atlas website);

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- Mean and maximum freezing index (I_m) of 1607 °C-days and 2098 °C-days for Goodfish Lake, AB, for the period 1984 to 2013 (Climate Atlas website);
- Surface interface factor (n) of 0.9, as per Table 13.2 of the CFEM 5th Edition for gravel surface (most probable range);
- Assumed dry density of approximately 1,700 kg/m^3; and
- Water content of approximately 17.0 %, based on average laboratory results.

Based on the above-noted assumptions, the design freezing index values for the different historic time periods and the calculated frost penetration depths are given below in **Table 6**:

Table 6: Design Freezing Index and Calculated Preliminary Frost Depths

Historic Time Period	Design Freezing Index (°C-Days)	Frost Penetration Depth (m)
Mean (1984-2013)	1,607	2.0
Max (1984-2013)	2,098	2.6

According to the above freezing indices, the preliminary frost penetration depths for the site range from 2.0 m to 2.6 m below final exterior grades. It should be noted that these frost penetration depths are based on a shallow subsurface investigation and sampling program for this scope of work and should be considered preliminary. Consideration should be made for additional analysis for a site-specific frost penetration depth, for detailed design, as needed. High-density Styrofoam insulation, or an approved equivalent, should be considered to provide equivalent frost protection where enough soil cover does not exist for foundation elements or adequate resistance to frost heave is not anticipated.

4.2 Seismic Site Class

Table 4.1.8.4-B of the Alberta Building Code (The National Building Code – 2023 Alberta Edition, 2023) summarizes site classifications with respect to seismic site response based on the average properties of the top 30 m of soil. Based on the encountered augerhole conditions and average LDCPs values compared to SPT 'N' values, a seismic Site Class "D" (stiff soil) may be considered for site designs. MASW testing or Refraction-Microtremor Survey is required to justify higher classifications and is beyond the scope of the current program.

4.3 Access Road Design

Provided that preparation of the site is completed in accordance with geotechnical recommendations, the following granular road structure is proposed for the rural residential local access road in accordance with REDS and the County of Smoky Lake No. 13 Development Guidelines & Minimum Servicing Standards.

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The granular road structure should consist of a granular base course material with a minimum thickness of 150 mm, underlined by a granular subbase course material with a minimum thickness of 200 mm. The base course and subbase course material shall meet Alberta Transportation Designations 2 and 6, respectively, compacted to a minimum of 98% SPMDD. Total granular thickness shall be confirmed by the Engineer based on subgrade conditions at the time of construction. Consideration to place a geotextile separator (e.g., US 205NW or approved equivalent) upon the subgrade is recommended to increase the overall longevity of the pavement structure and reduce overall maintenance requirements, if desired.

The thickness of the granular base material could be increased at the discretion of the Engineer, or additional granular subbase material could be added, to accommodate site conditions at the time of the construction.

The existing overburden material on site is not suitable for the proposed surface or base construction and should be disposed of appropriately or placed beneath an approved granular material as outlined above. If possible, it is recommended that within the area of the roadway, excavation be performed to remove any encountered organics and loose soils, and the grade be restored using properly compacted engineered fill. If the buried organics or loose soils are left in place, it is recommended that a long-term maintenance and inspection schedule for the pavements be considered for the construction schedule, in order to repair or remediate any pavement undulations or cracks developing throughout the course of the life of the pavements.

The road structure is not sufficiently thick to protect the subgrade from frost heave. The potential for developing ice lenses in the subgrade, which can cause frost heave, can be lessened by providing good surface and subsurface drainage and using a thick road structure. Good drainage is key to the longevity of a pavement structure, and considerations outlined in REDS should be considered. Regular maintenance inspections should be done, and ruts and potholes should be regraded regularly. Ditch slopes should be typical 4V:1H and back slopes of 3V:1H, with a minimum ditch longitudinal slope of 0.6% and a minimum depth of 0.75 m below the pavement structure. The surface of the road should be sloped at 3% or greater to promote runoff to designated surface drainage features.

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5 Construction Supervision and Limitations

The data, conclusions and recommendations which are presented in this geotechnical report, and the quality thereof, are based on a scope of work authorized by the Client. While we believe the augerhole information to be representative of Site conditions in the investigated areas, subsurface conditions between and beyond sampled locations may vary. If significant differences in any of the subsurface conditions described in this report are found, PRI should be contacted immediately to revise our findings and recommendations, if necessary.

Our comments on construction considerations are provided, but are not intended as instructions to Contractors, nor shall they be interpreted as specifications for construction. Contractor's bidding shall make their own interpretations of factual information to determine how subsurface conditions may affect their methods, costs and schedules.

Any use which a third party makes of this report, or any reliance on or decisions to be made based on it, is the responsibility of such third parties. PRI accepts no responsibility for damages, if any, suffered by any third party as a result of decisions made or actions based on this report.

We trust this meets your current requirements. Please do not hesitate to contact the undersigned if you have any questions.

Yours truly,

PRI Engineering Corp.



Deep Patel, M.Eng., E.I.T
Project Lead

Reviewed by:



Greg Kuepfer, P.Eng.
Sr. Geotechnical Engineering

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PRI ENGINEERING

Figures

N

OFF LAKE RECREATIONAL AREA

ENVIRONMENTAL RESERVE; 30m SETBACK FROM LAKE FOR ALL LAKEFRONT LOTS

MUNICIPAL RESERVE (PUBLIC BEACH ACCESS)

ENVIRONMENTAL RESERVE

ENVIRONMENTAL RESERVE W/10m OFFSET (WETLANDS)

WHITEFISH LAKE PUBLIC ACCESS PATH

POWER & METERING POLE (TYP.)

DETAIL 'A'

AH26-01

AH26-02

AH26-03

AH26-04

AH26-05

LOT #1

LOT #2

LOT #3

LOT #4

LOT #5

LOT #6

LOT #7

LOT #8

LOT #9

LOT #10

LOT #11

LOT #12

LOT #13

LOT #14

LOT #15

50.00m

5.00m

119.89m

33.24m

147.27m

R25.00m

49.88m

122.79m

33.24m

R14.00m

143.02m

145.95m

33.24m

49.88m

165.35m

36.74m

143.02m

8.50m (TYP.)

49.88m

167.09m

37.78m

143.02m

155.02m

31.03m

49.88m

10.00m

20.00m

5.00m

20.00m

143.02m

138.78m

31.21m

49.88m

137.34m

36.69m

143.02m

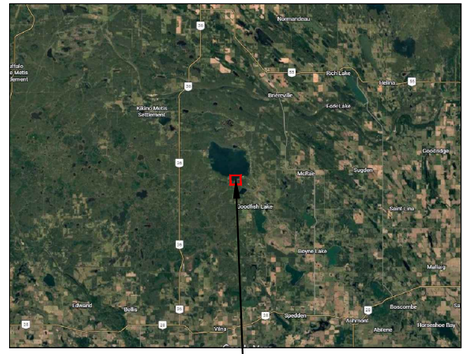
79.55m

68.45m

213.22m

© 2026 Google

KEY MAP



APPROXIMATE SITE LOCATION

APPROXIMATE AUGERHOLE ID AND LOCATION

ID	LATITUDE	LONGITUDE
AH26-01	54.340388	-111.880120
AH26-02	54.338796	-111.880072
AH26-03	54.338035	-111.880046
AH26-04	54.337748	-111.878962
AH26-05	54.337618	-111.878243

0 40 80 Meters

PRI ENGINEERING

920 28 ST NE, UNIT 22
CALGARY, AB T2A 6K1
(403) 770-3069, Toll Free: 1-888-831-3318
WWW.PRIENGINEERING.COM

2803870 ALBERTA LTD.

UNIT 104, 303 19 AVE SW,
CALGARY, AB, T2S 0E1

NOTES:
1. KEY MAP FROM GOOGLE MAPS AND SUBDIVISION OUTLINE FOR SUNSET RIDGE ESTATES AT WHITEFISH LAKE, DRAWING NO. C-PLAN-01, REV. 3, DATED 17-12-2025. PROVIDED BY CLIENT USED FOR REFERENCE PURPOSES ONLY.
2. APPROXIMATE AUGERHOLE LOCATION OBTAINED FROM HANDHELD GPS UNIT.
3. CONTRACTOR TO VERIFY LOCATIONS OF ANY UNDERGROUND UTILITIES PRIOR TO ANY GROUND DISTURBANCE.

LEGEND

AH26-## APPROXIMATE AUGERHOLE ID AND LOCATION

APPROXIMATE SITE BOUNDARY

REV NO.	ISSUANCE	DATE
0	ISSUED FOR REPORT	06MAY26

PROJECT NAME:
WHITEFISH LAKE DEVELOPMENT
SMOKY LAKE, AB

DRAWING NAME:
AUGERHOLE LOCATION PLAN

PROJ. NO.:	DWG. BY:	CHKD. BY:	APPR. BY:
25-319	DRK	DP	GK

DRAWING NUMBER: FIGURE 1

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Appendix A

Borehole Explanation Form, Borehole Logs

BOREHOLE LOG EXPLANATION FORM

This explanatory section provides the background to assist in the use of the borehole logs. Each of the headings used on the borehole log, is briefly explained.

DEPTH

This column gives the depth of interpreted geologic contacts in metres below ground surface.

STRATIGRAPHIC DESCRIPTION

This column gives a description of the soil based on a tactile examination of the samples and/or laboratory test results. Each stratum is described according to the following classification and terminology.

Soil Classification*		Terminology	Proportion
Silt & Clay	< 0.075 mm	"trace" (e.g. trace sand)	<10%
Sand	0.075 to 4.75 mm	"some" (e.g. some sand)	10% - 20%
Gravel	4.75 to 75 mm	adjective (e.g. sandy)	20% - 35%
Cobbles	75 to 300 mm	"and" (e.g. and sand)	35% - 50%
Boulders	>300 mm	noun (e.g. sand)	>50%

* Extension of USCS Classification system unless otherwise noted.

The use of the geologic term "till" implies that both disseminated coarser grained (sand, gravel, cobbles or boulders) particles and finer grained (silt and clay) particles may occur within the described matrix.

The moisture conditions of cohesionless and cohesive soils are defined as follows.

COHESIONLESS SOILS	COHESIVE SOILS		
Dry	DTPL	-	Drier Than Plastic Limit
Moist	APL	-	About Plastic Limit
Wet	WTPL	-	Wetter Than Plastic Limit
Saturated	MWTPL	-	Much Wetter Than Plastic Limit

BORING NUMBER AH26-01

PRI ENGINEERING

CLIENT 2803870 Alberta Ltd.
PROJECT NAME Whitefish Lake Development
PROJECT NUMBER 25-319
PROJECT LOCATION Smoky Lake, Alberta
DATE STARTED 5/6/26 **COMPLETED** 5/6/26
GROUND ELEVATION Not Determined
DRILLING CONTRACTOR N/A
GROUND WATER LEVELS:
DRILLING METHOD 40 mm O.D. Hand Auger and 9 kg Scala Penetrometer
LOGGED BY DP **CHECKED BY** GK
AT END OF DRILLING ---
NOTES Lat: 54.340388, Long: -111.880120
AFTER DRILLING ---

DEPTH (m)	ELEVATION (mASL)	GRAPHIC LOG	MATERIAL DESCRIPTION	MONITOR WELL DETAILS	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	LDCP RESISTANCE VALUES (BLOWS/150 mm)	POCKET PEN. (kPa)	MOISTURE CONTENT (%)	SPT N VALUE / PL MC LL / FINES CONTENT (%)	REMARKS AND TESTS
0.0			TOPSOIL:		AS 1		1 1		29		Augerhole was open and dry upon completion of drilling.
0.3			CLAYEY SILT: Dark brown with black mottled CLAYEY SILT, sandy to some sand, trace gravel, organic odour, WTPL, firm stiff to stiff		AS 2		1 2	25	21		
0.5							3 4 5				
1.0							5				
1.2			Augerhole terminated at 1.2 m below ground surface in CLAYEY SILT. LDCP terminated at 1.95 m below ground surface.				7 15 19				
1.5							19 30				

GENERAL BH - PRI WITH MW (METRIC) 25-319-BH-LOGS.GPJ GINT STD CANADA LAB.GDT 5/22/26

BORING NUMBER AH26-02

PAGE 1 OF 1

PRI ENGINEERING

CLIENT 2803870 Alberta Ltd.
PROJECT NAME Whitefish Lake Development
PROJECT NUMBER 25-319
PROJECT LOCATION Smoky Lake, Alberta
DATE STARTED 5/6/26 **COMPLETED** 5/6/26
GROUND ELEVATION Not Determined
DRILLING CONTRACTOR N/A
GROUND WATER LEVELS:
DRILLING METHOD 40 mm O.D. Hand Auger and 9 kg Scala Penetrometer
LOGGED BY DP **CHECKED BY** GK
AT END OF DRILLING ---
NOTES Lat: 54.338796, Long: -111.880072
AFTER DRILLING ---

DEPTH (m)	ELEVATION (mASL)	GRAPHIC LOG	MATERIAL DESCRIPTION	MONITOR WELL DETAILS	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	LDCP RESISTANCE VALUES (BLOWS/150 mm)	POCKET PEN. (kPa)	MOISTURE CONTENT (%)	SPT N VALUE / PL MC LL / FINES CONTENT (%)	REMARKS AND TESTS
0.0			TOPSOIL:		AS 1		1 4 4		19		Augerhole was open and dry upon completion of drilling.
0.4			CLAYEY SILT: Brown CLAYEY SILT, sandy to some sand, trace gravel, trace organics, APL to WTPL, firm stiff to stiff		AS 2		4 4 5	75	17		
0.5			- Light brown, trace rootlets		AS 3		4 4 5		17		
1.0							9 14 15				
1.5			Augerhole terminated at 1.5 m below ground surface in CLAYEY SILT. LDCP terminated at 2.7 m below ground surface.				16 16 27				
2.0							35 35 35				
2.5							36				

SPT N VALUE 20 40 60 80
PL MC LL 20 40 60 80
FINES CONTENT (%) 20 40 60 80

GENERAL BH - PRI WITH MW (METRIC) 25-319-BH-LOGS.GPJ GINT STD CANADA LAB.GDT 5/22/26

BORING NUMBER AH26-03

PAGE 1 OF 1

PRI ENGINEERING

CLIENT 2803870 Alberta Ltd.
PROJECT NAME Whitefish Lake Development
PROJECT NUMBER 25-319
PROJECT LOCATION Smoky Lake, Alberta
DATE STARTED 5/6/26 **COMPLETED** 5/6/26
GROUND ELEVATION Not Determined
DRILLING CONTRACTOR N/A
GROUND WATER LEVELS:
DRILLING METHOD 40 mm O.D. Hand Auger and 9 kg Scala Penetrometer
LOGGED BY DP **CHECKED BY** GK
AT END OF DRILLING ---
NOTES Lat: 54.338035, Long: -111.880046
AFTER DRILLING ---

DEPTH (m)	ELEVATION (mASL)	GRAPHIC LOG	MATERIAL DESCRIPTION	MONITOR WELL DETAILS	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	LDCP RESISTANCE VALUES (BLOWS/150 mm)	POCKET PEN. (kPa)	MOISTURE CONTENT (%)	SPT N VALUE / PL MC LL / FINES CONTENT (%)	REMARKS AND TESTS
0.0			TOPSOIL:		AS 1		3	100	14		Augerhole was open and dry upon completion of drilling.
0.4							3				
0.5			CLAYEY SILT: Light brown CLAYEY SILT, sandy to some sand, trace gravel, DTPL to WTPL, firm stiff to stiff		AS 2		3	125	16		
							4				
							5				
			- Orangey brown mottling, sand pockets		AS 3		7	100	19		GSA AS3: Gravel: 0% Sand: 33% Silt: 43% Clay: 24%
1.0							5				
							6				
							7				
1.5							8				
			Augerhole terminated at 1.5 m below ground surface in CLAYEY SILT. LDCP terminated at 3.1 m below ground surface.				9				
							11				
							11				
2.0							11				
							13				
							15				
2.5							15				
							14				
							18				
3.0							18				

GENERAL BH - PRI WITH MW (METRIC) 25-319-BH-LOGS.GPJ GINT STD CANADA LAB.GDT 5/22/26

BORING NUMBER AH26-04

PAGE 1 OF 1

PRI ENGINEERING

CLIENT 2803870 Alberta Ltd.
PROJECT NAME Whitefish Lake Development
PROJECT NUMBER 25-319
PROJECT LOCATION Smoky Lake, Alberta
DATE STARTED 5/6/26 **COMPLETED** 5/6/26
GROUND ELEVATION Not Determined
DRILLING CONTRACTOR N/A
GROUND WATER LEVELS:
DRILLING METHOD 40 mm O.D. Hand Auger and 9 kg Scala Penetrometer
LOGGED BY DP **CHECKED BY** GK
AT END OF DRILLING ---
NOTES Lat: 54.337748, Long: -111.878962
AFTER DRILLING ---

DEPTH (m)	ELEVATION (mASL)	GRAPHIC LOG	MATERIAL DESCRIPTION	MONITOR WELL DETAILS	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	LDCP RESISTANCE VALUES (BLOWS/150 mm)	POCKET PEN. (kPa)	MOISTURE CONTENT (%)	SPT N VALUE / PL MC LL / FINES CONTENT (%)	REMARKS AND TESTS
			TOPSOIL:		AS 1		3	100	14		Augerhole was dry upon completion of drilling.
0.3							3				
			CLAYEY SILT: Brown to dark brown CLAYEY SILT, sandy to some sand, trace gravel, trace rootlets, APL to WTPL, firm stiff to very stiff		AS 2		3	100			
					AS 3		6	25	19		Augerhole caved at 0.7 m below ground surface upon completion of drilling.
0.5							17				
					AS 4		21		11		
0.8			Augerhole terminated at 0.8 m below ground surface in CLAYEY SILT. LDCP terminated at 3.1 m below ground surface.				35				
1.0							27				
							19				
							16				
1.5							19				
							23				
							19				
2.0							20				
							15				
							15				
2.5							15				
							25				
							21				
							18				
3.0											

GENERAL BH - PRI WITH MW (METRIC) 25-319-BH-LOGS.GPJ GINT STD CANADA LAB.GDT 5/22/26

BORING NUMBER AH26-05

PAGE 1 OF 1

PRI ENGINEERING

CLIENT 2803870 Alberta Ltd.
PROJECT NAME Whitefish Lake Development
PROJECT NUMBER 25-319
PROJECT LOCATION Smoky Lake, Alberta
DATE STARTED 5/6/26 **COMPLETED** 5/6/26
GROUND ELEVATION Not Determined
DRILLING CONTRACTOR N/A
GROUND WATER LEVELS:
DRILLING METHOD 40 mm O.D. Hand Auger and 9 kg Scala Penetrometer
LOGGED BY DP **CHECKED BY** GK
AT END OF DRILLING ---
NOTES Lat: 54.337618, Long: -111.878243
AFTER DRILLING ---

DEPTH (m)	ELEVATION (mASL)	GRAPHIC LOG	MATERIAL DESCRIPTION	MONITOR WELL DETAILS	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	LDCP RESISTANCE VALUES (BLOWS/150 mm)	POCKET PEN. (kPa)	MOISTURE CONTENT (%)	SPT N VALUE / PL MC LL / FINES CONTENT (%)	REMARKS AND TESTS
			TOPSOIL:		AS 1		4 6		10		Augerhole was open and dry upon completion of drilling.
0.3			SILT AND SAND: Brown clayey SILT AND SAND, trace gravel, trace rootlets, APL to WTPL, firm stiff to stiff				6				
0.5					AS 2		4 4	125	17		GSA AS2: Gravel: 1% Sand: 45% Silt: 33% Clay: 21% ALT AS2: LL: 37% PL: 12% PI: 25
1.0					AS 3		10 7	100	15		
1.5							10 11				
1.5			Augerhole terminated at 1.5 m below ground surface in SILT AND SAND. LDCP terminated at 3.1 m below ground surface.				8 8				
2.0							8 9				
							9 12				
2.5							16 16				
							20 23				
3.0							18				

GENERAL BH - PRI WITH MW (METRIC) 25-319-BH-LOGS.GPJ GINT STD CANADA LAB.GDT 5/22/26

PRI ENGINEERING

Appendix B

Geotechnical Laboratory Results

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Appendix B-1

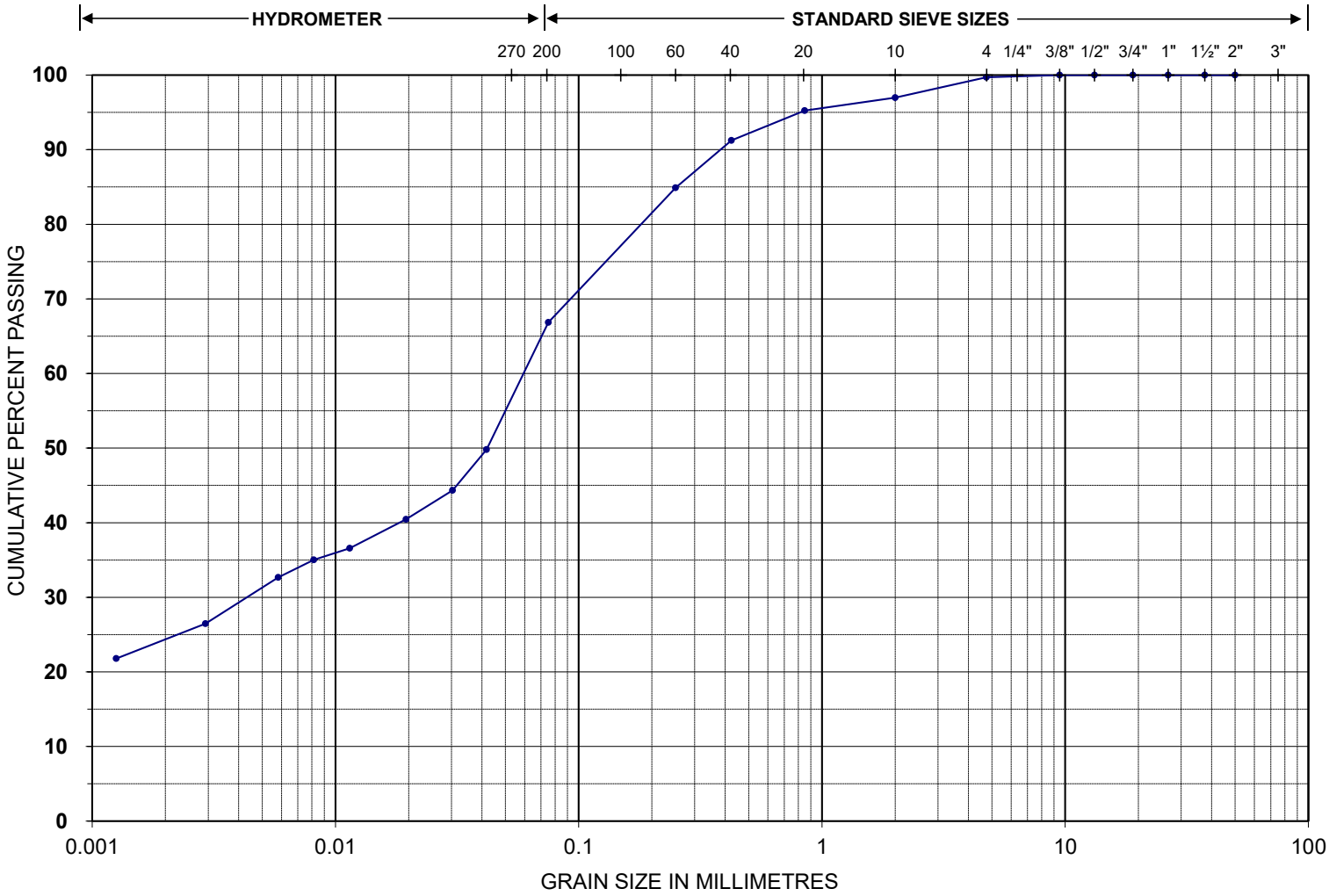
Particle Size Distribution Results

PRI ENGINEERING
2161 Whittington Drive, Unit A, Cavan-Monaghan, ON K9J 0G5
(705) 702-3921
info@priengineering.com
www.priengineering.com

PARTICLE SIZE DISTRIBUTION
LS - 702

Project Name: Whitefish Lake Studies **Project No.:** 25-319 **Sample Date:** 6-May-26

Borehole/Test Pit ID.: AH26-03 **Sample No./Depth:** AS3 / 0.8 - 0.9 m **LAB ID:** 26HYD-309



Silt or Clay	Sand	Gravel

Sieve Size (mm)	% Passing
37.5	100.0
26.5	100.0
19.0	100.0
13.2	100.0
9.5	100.0
4.750	99.7
2.000	97.0
0.850	95.2
0.425	91.3
0.250	84.9
0.075	66.8

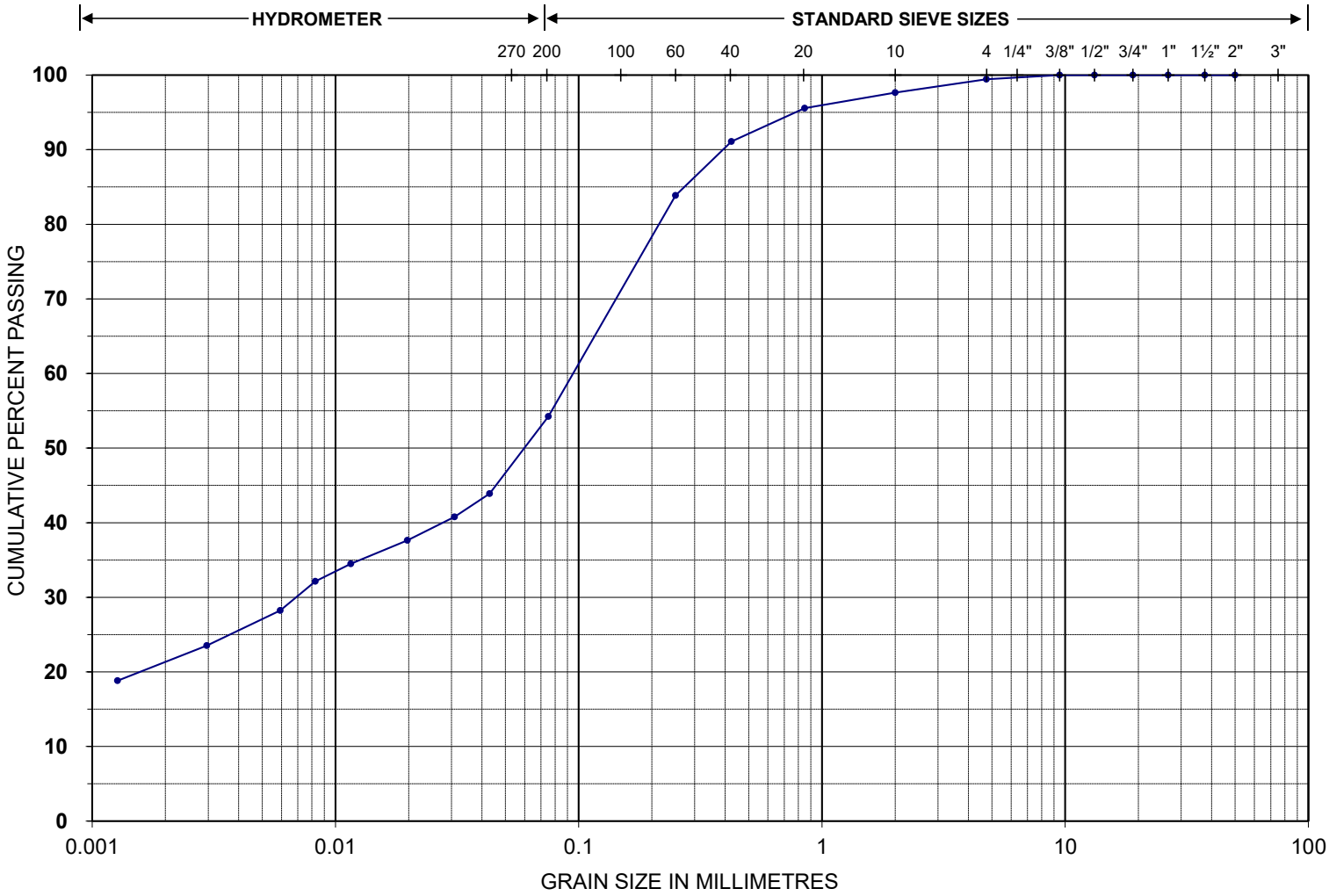
Hydrometer (mm)	% Passing
0.042	49.8
0.030	44.3
0.020	40.5
0.011	36.6
0.008	35.0
0.006	32.7
0.003	26.5
0.001	21.8

PRI ENGINEERING
2161 Whittington Drive, Unit A, Cavan-Monaghan, ON K9J 0G5
(705) 702-3921
info@priengineering.com
www.priengineering.com

PARTICLE SIZE DISTRIBUTION
LS - 702

Project Name: Whitefish Lake Studies **Project No.:** 25-319 **Sample Date:** 6-May-26

Borehole/Test Pit ID.: AH26-05 **Sample No./Depth:** AS2 / 0.5 - 0.8 m **LAB ID:** 26HYD-310



Silt or Clay	Sand	Gravel

Sieve Size (mm)	% Passing
37.5	100.0
26.5	100.0
19.0	100.0
13.2	100.0
9.5	100.0
4.750	99.5
2.000	97.7
0.850	95.6
0.425	91.1
0.250	83.9
0.075	54.2

Hydrometer (mm)	% Passing
0.043	43.9
0.031	40.8
0.020	37.6
0.012	34.5
0.008	32.1
0.006	28.2
0.003	23.5
0.001	18.8

PRI ENGINEERING

Appendix B-2

Atterberg Limit Results

PRI ENGINEERING
2161 Whittington Drive, Unit A, Cavan-Monaghan, ON K9J 0G5
(705) 702-3921
info@priengineering.com
www.priengineering.com

ATTERBERG LIMITS
ASTM D4318

Project Name: Whitefish Lake Studies **Project No.:** 25-319 **Sample Date:** 6-May-26

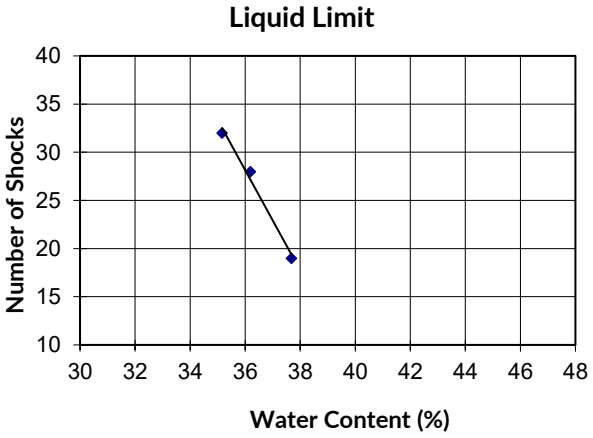
Borehole/Test Pit ID.: AH26-05 **Sample No./Depth:** AS2 / 0.5 - 0.8 m **LAB ID:** 26ALT-175

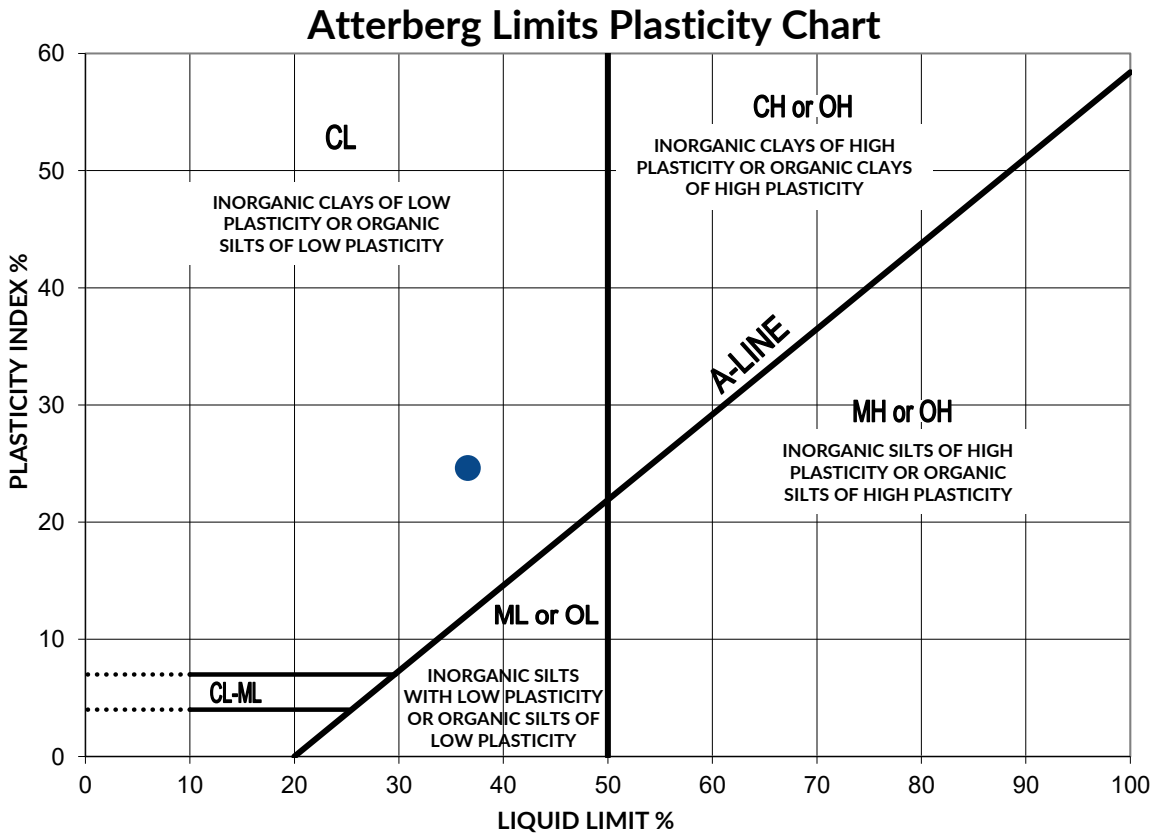
SAMPLE RESULTS

Liquid Limit, (W_L)	37
Plastic Limit, (W_P)	12
Plasticity Index ($I_P=W_L-W_P$)	25
Natural Water Content, W	16
Liquidity Index ($I_L=W-W_P/W_L-W_P$)	0

CONTROL RESULTS

Liquid Limit, (W_L)	34
Plastic Limit, (W_P)	18
Plasticity Index ($I_P=W_L-W_P$)	16





Approver: VG
Issue Date: 2022-05-30
Issue/Revision Number: Issue 1, Revision 1

Appendix B: Phase 1 Environmental Site Assessment

APPENDIX B:

Phase 1 ESA

Date Report Completed	July 9, 2025
Consultant	Bolson Engineering & Environmental Services

BOLSON
ENGINEERING AND ENVIRONMENTAL SERVICES

PHASE I
ENVIRONMENTAL SITE ASSESSMENT

Prepared For:
Massif Energy

Property Description:
NE ¼ Sec. 4 62-13-W4M, Smoky Lake County, AB

Project Number:
110-2560.PHI



Prepared By:

#73158

PROFESSIONAL ENGINEER ALBERTA TRENT THOMPSON

JULY 9, 2025

PERMIT TO PRACTICE
Bolson Engineering and Environmental Services
Signature
Date JULY 9, 2025
PERMIT NUMBER: P11382
The Association of Professional Engineers, Geologists and Geophysicists of Alberta

Rev.	Date	Description
0	*July 9th, 2025*	Issued for Client Use
A	*July 9th, 2025*	Issued for Internal Review

BOLSON
ENGINEERING AND ENVIRONMENTAL SERVICES

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BOLSON
ENGINEERING AND ENVIRONMENTAL SERVICES

1. EXECUTIVE SUMMARY

Bolson Engineering and Environmental Services (Bolson) was retained by Massif Energy to complete a Phase I Environmental Site Assessment (ESA) of the property located at NE ¼ Sec. 4 62-13-W4M in Smoky Lake County, AB. The total area of the subject site is approximately 26.75 Acres in size and the site is currently developed with some single family residential homes and miscellaneous structures.

Information from historical land titles, air photo reviews, on-site inspections, inspections of neighboring properties and hydrogeological conditions were supplemented with searches for Environmental Protection Orders, Water Well Searches, and an ASCA Search to complete this Phase I Environmental Site Assessment.

Upon review of the available information and a site review, it was deemed that the property does not pose any significant environmental liability at this time. Bolson had access to the entire property and there were no indications that further environmental investigation is required.

The opinions outlined in this report are solely those of Bolson Engineering and Environmental Services and do not necessarily reflect the viewpoint of the Client (Massif Energy). This report is written for the benefit and use of the Client and his/her financial institution(s). All information is valid to the date of the report and limited by the information that was shared by the 3rd parties involved. While every effort is made to confirm that the data collected is factual, complete, and accurate; Bolson Engineering and Environmental Services make no guarantees or warranties whatsoever with respect to such data.

BOLSON
ENGINEERING AND ENVIRONMENTAL SERVICES

2. INTRODUCTION

Massif Energy has engaged Bolson Engineering and Environmental Services to perform a Phase I Environmental Site Assessment of the property located at NE ¼ Sec. 4 62-13-W4M in Smoky Lake County, AB, hereby known as "the subject property" in this report. A site reconnaissance took place on July 2nd, 2025, and the findings of this assessment and reconnaissance are enclosed.

2.1 Purpose and Scope of Services

The purpose of this Phase I ESA is to reduce environmental risk/liability by identifying sources or potential sources of contamination within the subject site. The scope of work of this ESA was in general accordance with CSA Standard Z768-01: Phase I Environmental Site Assessments. The methodologies described in this standard outline a recognized practice for conducting an ESA of a subject property in order to identify and document potential and recognized environmental conditions.

2.2 Assumptions, Exceptions and Limitations

While this report provides a summary of both potential and recognized environmental conditions as described above, the assessment is limited by the availability of information in relation to the site at the time this report was compiled. The conclusions and recommendations derived in this report are based in part on information provided by third parties with specific knowledge of the property.

However, the possibility exists that information relevant to the environmental condition of the site was not available or was not provided during the creation of this report. Also, it may be possible that unreported environmentally harmful activities, such as undocumented disposal of waste, may have taken place and would not be identified in this report, as no pertinent documentation for such activities would exist. In the event of either of these scenarios, Bolson Engineering and Environmental must be informed if any new information is made available so it can be determined if modifications to the conclusions and recommendations provided in this document are required.

In the interests of completing this report in a timely fashion suitable to the client, certain limitations exist and are generally the result of inaccessible areas, visual impairments due to weather and/or timing of 3rd party requests for information. Where such limitations were encountered, they are discussed in greater detail within the relevant sections throughout the report.

BOLSON
ENGINEERING AND ENVIRONMENTAL SERVICES

2.3 Deviations and Limitations from the CSA Standard

Items that were not included in Bolson's scope of work or were limited included the following:

- Data obtained from government and private databases was limited to information reported through registration or supplied by the owner.

- A survey of hazardous building materials was not conducted as part of the Site Visit.

- Interviews with neighbouring and adjoining properties were not conducted during the Site Visit.

- A designated substance survey (polychlorinated biphenyls (PBCs), asbestos-containing materials (ACMs), lead, ozone depleting substances (ODS), mercury and urea foam formaldehyde insulation (UFFIs) was not conducted as part of the Site Visit.

- Depending on the record, the locations of water wells in the AEP database are accurate to within the Legal Subdivision (LSD) or quarter section listed. The water wells are limited to those for which a drilling report has been received and registered with AEP. Requirements to submit water well records were voluntary prior to 1970. A water well record indicates that a water well might currently exist at the referenced location. AEP records are not routinely edited to discard obsolete information (i.e. well abandonment) or to record ownership changes. Formal confirmation of a water well existence usually requires field verification. The Groundwater Centre (TGWC) provides field verified locations of water wells where available. A field verified survey of water wells was not part of the scope of work, and as such with the exception of any locations field verified by TGWC, the water well information has not been confirmed.

- Limitations in aerial photography interpretation were largely a function of the scale of the individual photographs. Where possible, aerial photographs with scales of 1:20,000 or smaller were utilized to determine historical land use at the Site. Aerial photographs with scales outside of this range were utilized to document general changes in land use.

2.4 User Reliance

This report has been created for the sole use of Massif Energy and its financial institution(s). Unless given written permission by Bolson Engineering and Environmental Services, reliance and use of the information provided in this report by others is strictly prohibited.

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3. SITE DESCRIPTION

The subject property is zoned Agriculture District and is located near Whitefish Lake within Smoky Lake County. The site is currently partially developed with some single family residential homes and miscellaneous structures while a majority of the property is treed natural land.

The topography of the property and surrounding area slopes in a generally northwesterly direction. Whitefish Lake is located adjacent to the property and the current natural drainage is towards the lake in general.

The geology of the overall area consists primarily of sand and clay till deposits overlying the bedrock of the Wapiti Formation (Edmonton Geological Society, 1993). The soil itself falls into the Dark Gray Chemozemics and Dark Gray Luvisols which are black-colored soil containing a high percentage of humus, phosphorus and ammonia. This soil is typical of the Prairie and Mountain Regions. See Appendix B: *Soil Classification of Canada* for further information.

The near surface geology of the Smoky Lake area is characterized by glacial deposits which include, but are not limited to, tills and lacustrine deposits that vary in thickness across the area. Intermixed with these glacial deposits are sands, silts, and gravels that may be of fluvial origin. Below the surficial deposits within the Smoky Lake area is the Horseshoe Canyon Formation. The Horseshoe Canyon Formation is the lower part of the Edmonton Group. The Horseshoe Canyon consists of sandstone, siltstone and shale with interbedded coal seams.

With regards to the hydrogeological information of the area the subject property seems to have a downward direction of groundwater flow towards the northwest as per information found in the Hydrogeological Map of Alberta.

The average temperature for the area was found to be 14.7°C for the May-September period. The average total precipitation for this period is 351 mm and the average annual total precipitation is 496mm (Citystats.ca, 2024).

A search was conducted using the Alberta Conservation Information Management System (Alberta Tourism, Parks and Recreation, 2025) to identify any sensitive or protected environmental areas. No sensitive or protected environmental areas were noted within the vicinity of the subject property. See Appendix C: *ACIMS Search Data* for further information.

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4. SITE ASSESSMENT

Information from historical land titles, air photo reviews, on-site inspections, and inspections of neighboring properties was supplemented with searches for Environmental Protection Orders, Water Well Searches, ASCA Search and an ESAR Search to complete this Phase I Environmental Site Assessment.

4.1 Site Visit Findings

A site visit was completed on July 3rd, to inspect the subject property. Select photographs of the site visit can be found in Appendix A: *Maps/Sketches/Figures*. The findings of the site reconnaissance are outlined below:

- Above Ground Storage Tanks (AST's)
  No above ground storage tanks were noted on the subject property.

- Underground Storage Tanks (UST's)
  During the site visit no underground storage tanks were noted on the subject property. This was confirmed through research of the ASCA database.

- On-site Buildings and Structures
  There are some existing residential homes and miscellaneous structures existing on the site.

- Discolored Soils/Stressed Vegetation
  During the site visit no discolored soils or stressed vegetation were noted, except for a small area where some burning had recently taken place.

- Stained Surfaces
  No stained surfaces on the subject property that would pose a potential environmental concern were noted.

- Drums and Other Containers
  No unsealed drums or containers were present on the property.

- Dumping or Fill
  No recent dumping or fill material was observed on the property.

- Odors
  No strong, pungent or noxious odors were noted during the site visit to the subject properties. These observations are general in nature and do not reflect a formal odor assessment.

- Pits, Ponds or Lagoons
  No pits, ponds or lagoons were noted on the subject property.

- Pesticides
  During the site visit, storage or use of pesticides was not observed at the site.

  PCB's
  Polychlorinated Biphenyls (PCB's) were commonly used lubricants and coolants for electrical equipment, including transformers, from the 1930's until the 1970's. The use of PCB's was banned from use in electrical equipment installed after September 1, 1977, and in transformers installed after July 1, 1980. It is not necessary to remove any functioning PCB containing equipment from the site. If any electrical equipment is removed from the site, the manufacturing date should be determined prior to disposal. Any equipment determined to have been manufactured before 1977 should be assessed for the potential of containing PCB's. Equipment containing PCB's must be disposed of at a licensed facility.

  There was no evidence of PCB's at the subject property.

- Petroleum Products
  No petroleum products were noted on the property other than typical vehicles on the nearby roadways.

- Potable Water Supply
  There are no municipal water services available to the subject site. The site is currently serviced through a well system.

- Sewage Disposal System
  There are no municipal sewer services available to the subject site. The site is currently serviced with a septic holding system.

- Solid Waste
  All solid waste generated at the property is placed into bins and hauled away as required.

- Waste Air Emissions
  There are no potential sources of waste air emissions other than typical vehicle exhaust release.

- Wastewater
  Drainage on the subject property is overland generally towards Whitefish Lake.

- Wells
  Eight water wells were noted near the property and are discussed in greater detail in Section 5.5: Water Well Search.

- Radon Gas
  Radon Gas is a by-product of the natural decay of radium. A significant amount of naturally occurring radon gas can come from specific types of geological formations. There is no evidence of Radon Gas on the site.

- Urea Formaldehyde Insulation
  Urea Formaldehyde Foam Insulation (UFFI) was commonly used during the 1970's in both residential and commercial buildings as a means to fill wall cavities for energy conservation. This practice was banned in Canada in 1980 due to the potential for formaldehyde emissions.

  As some of the structures at the site appear to have been constructed prior to 1980, it is possible that there may be UFFI's within the buildings. It is recommended that prior to any planned demolition a formal assessment for UFFI's be conducted and the appropriate disposal measures be taken if required.

- Chlorofluorocarbons
  Chlorofluorocarbons (CFC's) are one of the more widely used and common ozone depleting substances. Typical examples of CFC's include coolants in refrigerators, freezers, air conditioners, and propellers in aerosol sprays.

  There is no evidence of CFC releases present on the subject property.

- Asbestos Containing Materials
  Asbestos Containing Materials (ACM's) were commonly used in construction for insulation, sound/fire proofing and in various other construction materials. The use of (ACM's) generally ceased voluntarily in the mid 1970's due to health concerns associated with it, but was not banned through legislation until the mid-1980's.

  As some of the structures at the site appear to have been constructed prior to 1980, it is possible that there may be ACM's within the buildings. It is recommended that prior to any planned demolition a formal assessment for ACM's be conducted and the appropriate disposal measures be taken if required.

- Lead Based Materials
  Lead in buildings is generally found in buildings in lead based paint or lead solders the plumbing. During the mid-1970's the government reduced the allowable amount of lead to 0.5% by weight for interior paint and the use of lead solders was generally phased out in the mid-1980's.

  As some of the structures at the site appear to have been constructed prior to 1980, it is possible that there may be Lead Based Material's within the buildings. It is recommended that prior to any planned demolition a formal assessment for ACM's be conducted and the appropriate disposal measures be taken if required.

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4.2 Property

The subject site is located at NE ¼ Sec. 4 62-13-W4M in Smoky Lake County, AB. The total area of the subject site is approximately 26.75 Acres in size. The site is accessed directly from Range Road 133 to the east. The site has a gravel driveway access, cleared area for the existing structures, and the remainder is treed and natural land.

4.3 On-Site Buildings and Structures

The existing buildings at the site consist of a detached residence, outbuildings, and storage structures. The buildings all appear to be well constructed and maintained and did not exhibit any evidence of potential environmental contamination.

4.4 Past Uses of the Site

It appears the site has always been used as a residential development and/or undeveloped land.

4.5 Adjacent Properties

The following properties and land uses were observed adjacent to the subject property:

North – Whitefish Lake/Undeveloped Land
South – Whitefish Resort/Undeveloped Land
East – Range Road 133
West – Whitefish Lake/Whitefish Resort

All of the neighbouring properties appeared to be well maintained or natural (lake/undeveloped) with no evidence of potential environmental contamination.

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5. RECORDS REVIEW

The following records were researched, and the findings noted below:

5.1 Development History and Land Title Search of the Property

A search of historical land titles to 1985 was conducted for the subject property.

Based on the results of the land title historical review, it appears that the property is currently owned by Rodney Allen Rosychuk (since 2022). Prior to then, Rose B Rosychuk (2014) and William and Rose Rosychuk (1985) have owned the subject site. No liens or other encumbrances indicating potential environmental concern are registered on Title. See Appendix I: *Land Title Survey* for a copy of the recent land title documents.

5.2 Air Photo Review

An air photograph analysis was completed for the subject property with air photos from 1974 – 2025 being observed. Select aerial photographs are included in Appendix A: *Maps/Sketches/Figures* for reference.

Based on the air photo review, the site has remained relatively unchanged over all these years. The access and structures at the site are visible in all the air photos and no major new developments can be observed within the vicinity of the subject site. No potential environmental concerns were noted during the air photo review.

5.3 Environmental Protection Orders

A Historical Environmental Enforcement search was conducted and found no records of any prior compliance issues with regards to Alberta Environment and Parks' current and past legislation for the current property owner. See Appendix E: *Environmental Protection Orders* for further information.

A request was made to the Alberta Environment and Water's Freedom of Information and Protection of Privacy (FOIPP) Office both under the FOIPP Act and for information routinely available under the Environmental Protection and Enhancement (EPEA) Legislation for any information related to any contamination within the subject property. A search of Alberta Environment and Sustainable Resource Development record holdings did not find any information pertinent to this request, although we were directed to follow up with the Environmental Site Assessment Repository which is discussed in greater detail in Section 5.6: ESAR Search.

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5.4 ASCA Search

A search of the Alberta Safety Codes Association Tank Database was conducted to determine if there are any above or below ground tanks located at the subject site. No records were found. See Appendix G: *ASCA Search* for the results of the tank database search.

5.5 Water Well Search

A review of the Water Well Drilling Report from the Government of Alberta listed eight wells located in the vicinity of the subject property. The wells were all drilled for domestic, industrial, or investigative purposes. Nothing of note was identified in the well logs. See Appendix D: *Well Survey* for further information on the summary of the well logs.

5.6 ESAR Search

A search was completed of Alberta Environment's Environmental Site Assessment Repository (ESAR) for scientific and technical information pertaining to the Property and/or assessed sites within the vicinity of the subject property. The following information was found:

- Reclamation Certificate for a former Bow Valley Industries Ltd. well site located at NE ¼ Sec. 4 62-13-W4M

Nothing was found regarding the subject property. The reclamation certificate was issued in 1979 was nothing identified in the certificate that would warrant any potential environmental concern to the subject property.

Please refer to http://www.esar.alberta.ca/esarmain.aspx for a copy of all technical information and data that is available for these properties. See Appendix H: *ESAR Search* for a summary of some of the results of the search.

5.7 Abadata Search

AbaData (from Abacus Datagraphics Ltd.) is an oil and gas mapping software tool that provides datasets from AER and AENV which includes well sites, pipelines, facility information, spill data and other data which is routinely updated. The AbaData search identified a Canadian Natural Resources Ltd. well site located southwest of the subject property. The well site was listed as abandoned since 2010 and there were no records of any spills or leaks with regards to the well site. The well site was located several hundred metres away from the subject site and therefore does not pose any potential environmental concern. The results of the AbaData Search are included in Appendix F: *AbaData Search*.

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5.8 Fire Insurance Map

Fire Insurance maps were prepared by underwriters and can provide details on building uses and construction, minor property features, and USTs. A search of the Smoky Lake County Underwriters Survey did not identify any information for the subject site.

5.9 Previous Phase I ESA

No previous environmental site assessments were made available as part of this review.

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6. FINDINGS AND RECOMMENDATIONS

Based on the results of our assessment, the following conclusions and recommendations would appear to be warranted:

1. We observed no evidence of surface staining or contamination of the site area that would warrant further assessment and/or testing of the sub base soils at this property.

2. The site has not had any activities or development on it that would be considered posing any environmental concern.

3. Due to the age of the original structures at the site, it is recommended that prior to any planned demolition a formal assessment for ACM's and Lead Based Material's be conducted.

4. Due to the proximity to Whitefish Lake, any new development at the site must satisfy Water Act and Environmental Regulations for the area.

5. Based on the information made available at the time of this Phase I Environmental Site Assessment there is no evidence of environmental contamination in connection with the subject property and no further environmental investigation is required.

Overall, there is no evidence of current environmental contamination in connection with the subject property based on the available information and the site review. Therefore, it is the opinion of Bolson Engineering and Environmental Services that no further environmental investigation is required for this parcel at this time.

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7. STANDARD LIMITATIONS

This Phase I Environmental Site Assessment report has been prepared exclusively for Massif Energy and its agents. The purpose of this report is to provide the Client with an assessment of the potential for the presence of contamination of the portion of the property located at NE ¼ Sec. 4 62-13-W4M in Smoky Lake County, AB. This report is neither an endorsement nor a condemnation of the Site.

The findings and conclusions documented in this report have been prepared in a manner consistent with that level of care and skill normally exercised by qualified professionals currently practicing in the area of environmental assessment. No other warranty, expressed or implied, is made.

The findings presented in this report are based upon the conditions of the Site during the site review by Bolson Engineering personnel. As we conducted no subsurface explorations or testing on this site, a potential remains for the presence of unknown, unidentified, or unforeseen surface or subsurface contamination. Further evidence of such potential site contamination would require appropriate exploration and testing.

If new information is developed in future work (which may include excavations, boreholes, or other studies), Bolson should be contacted to re-evaluate the conclusions of this report, and to provide amendments as required.

No warranty, expressed or implied, is given concerning contamination at this site. Any use which a third party makes of this report, or reliance on or decisions to be based on it, are the responsibility of such third parties. Bolson will accept no damages, if any, suffered by any third party as a result of decisions made or actions based on this report.

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8. SITE ASSESSOR QUALIFICATIONS

Company Background:

- Founded in 2007
- Provides Municipal, Industrial and Commercial Engineering and Environmental Services for the North/Central Alberta Region
- Completed several ESA's in Edmonton and North Central Alberta Region
- $5,000,000 Commercial General Liability Insurance
- $2,000,000 Certificate of Professional Liability Errors & Omissions
- Phase I ESA's as per CSA Standard Z768-01
- Phase II ESA's as per CSA Standard Z769-00

Principal Engineers:

Trent Thompson, P. Eng.

Education:

Bachelor of Science from Department of Civil and Environmental Engineering; School of Mining and Petroleum Engineering, University of Alberta, 2002

Relevant Continuing Education:

Environmental Assessment and Remediation presented by Dr. Nasrat Hijazi (EPIC-Education)
Understanding Environmental Regulations presented by Dr. Stephen Lamming and Ms. Teresa Meadows (EPIC-Education)

Contact Information:

E-mail: tthompson@bolson.ca
Phone: 780-668-8571

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9. REFERENCES

Agriculture and Agri-Food Canada – Soil Order Map of Canada, Accessed July 3rd, 2025. www.agr.gc.ca, 2020

Alberta Geological Map, Accessed July 3rd, 2025. http://www.ags.gov.ab.ca/publications/MAP/PDF/MAP_143.PDF

Alberta Geological Survey – Geology of the Yellowhead Corridor, Accessed July 3rd, 2025. http://www.ags.gov.ab.ca/publications/MAP/PDF/MAP_234.PDF

Alberta TPR – ACIMS Data Search, Accessed July 3rd, 2025. http://tpr.alberta.ca/parks/heritageinfocentre/datarequests/default.aspx

Citystats.ca – Smoky Lake County - Detail City Profile – Temperature and Precipitation Information Accessed July 3rd, 2025. http://www.citystats.ca

Google Maps – Smoky Lake County, Accessed July 3rd, 2025. http://maps.google.com/

Spin II Database. Alberta Registries, Accessed July 3rd, 2025. https://alta.registries.gov.ab.ca/spinii/logon.aspx

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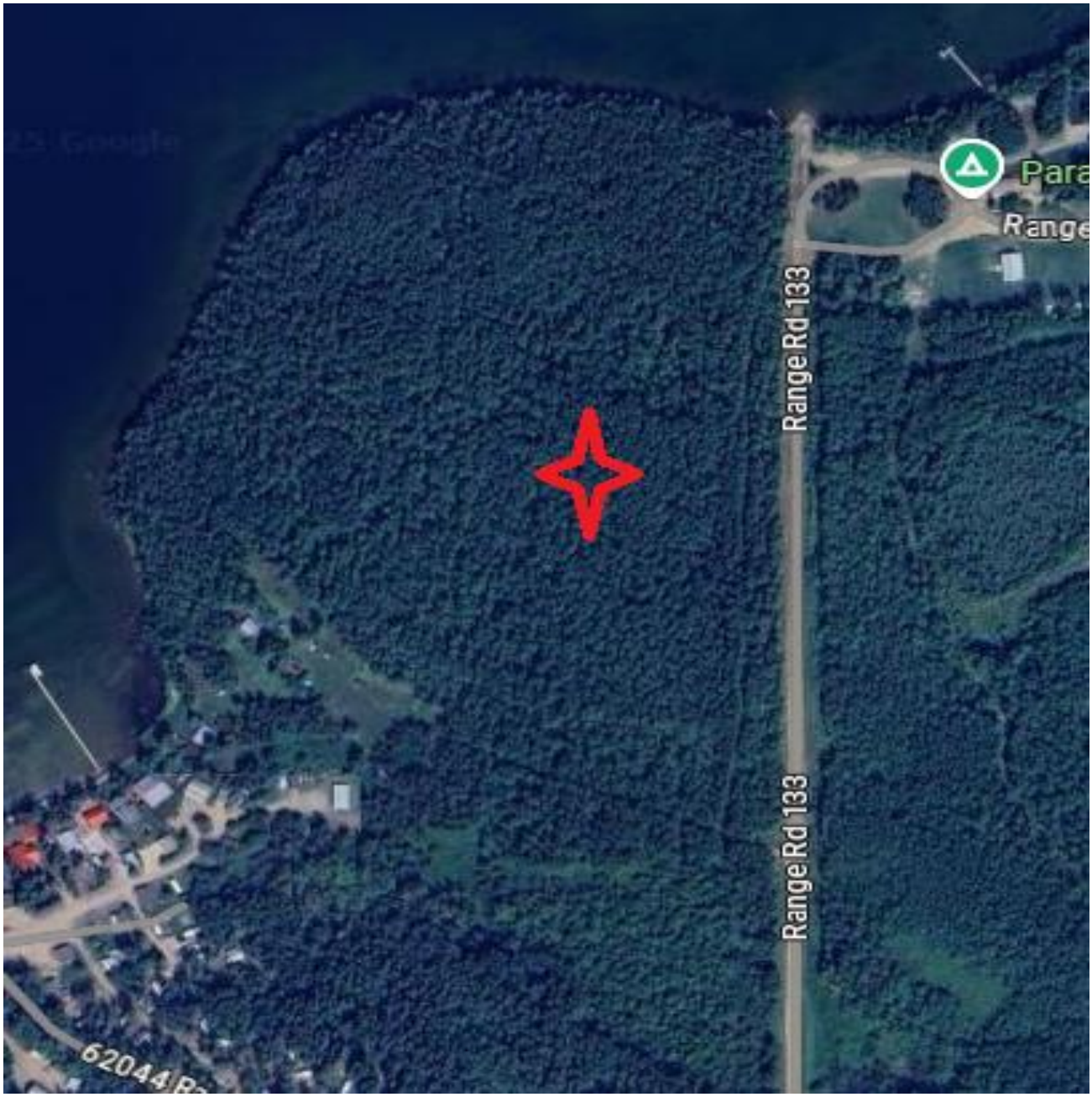
APPENDIX A – *MAPS/SKETCHES/FIGURES*

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BOLSON ENGINEERING AND ENVIRONMENTAL SERVICES	**Client:** Massif Energy		**Project No.** 110-2560
	Date: 2025-07-03	**Title:** Phase I Environmental Site Assessment NE ¼ Sec. 4 62-13-W4M Smoky Lake County, AB (Location Map)	**Figure:** 1

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BOLSON ENGINEERING AND ENVIRONMENTAL SERVICES		**Client:** Massif Energy	**Project No.** 110-2560
	Date: 2025-07-03	**Title:** Phase I Environmental Site Assessment NE ¼ Sec. 4 62-13-W4M Smoky Lake County, AB (2025 Aerial Photograph)	**Figure:** 2

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BOLSON ENGINEERING AND ENVIRONMENTAL SERVICES	**Client:** Massif Energy	**Project No.** 110-2560
Date: 2025-07-03	**Title:** Phase I Environmental Site Assessment NE ¼ Sec. 4 62-13-W4M Smoky Lake County, AB (2019 Aerial Photograph)	**Figure:** 3

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BOLSON ENGINEERING AND ENVIRONMENTAL SERVICES	**Client:** Massif Energy	**Project No.** 110-2560
Date: 2025-07-03	**Title:** Phase I Environmental Site Assessment NE ¼ Sec. 4 62-13-W4M Smoky Lake County, AB (2012 Aerial Photograph)	**Figure:** 4



FIGURE 5



FIGURE 6

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FIGURE 7



FIGURE 8

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FIGURE 9



FIGURE 10



FIGURE 11



FIGURE 12



FIGURE 13

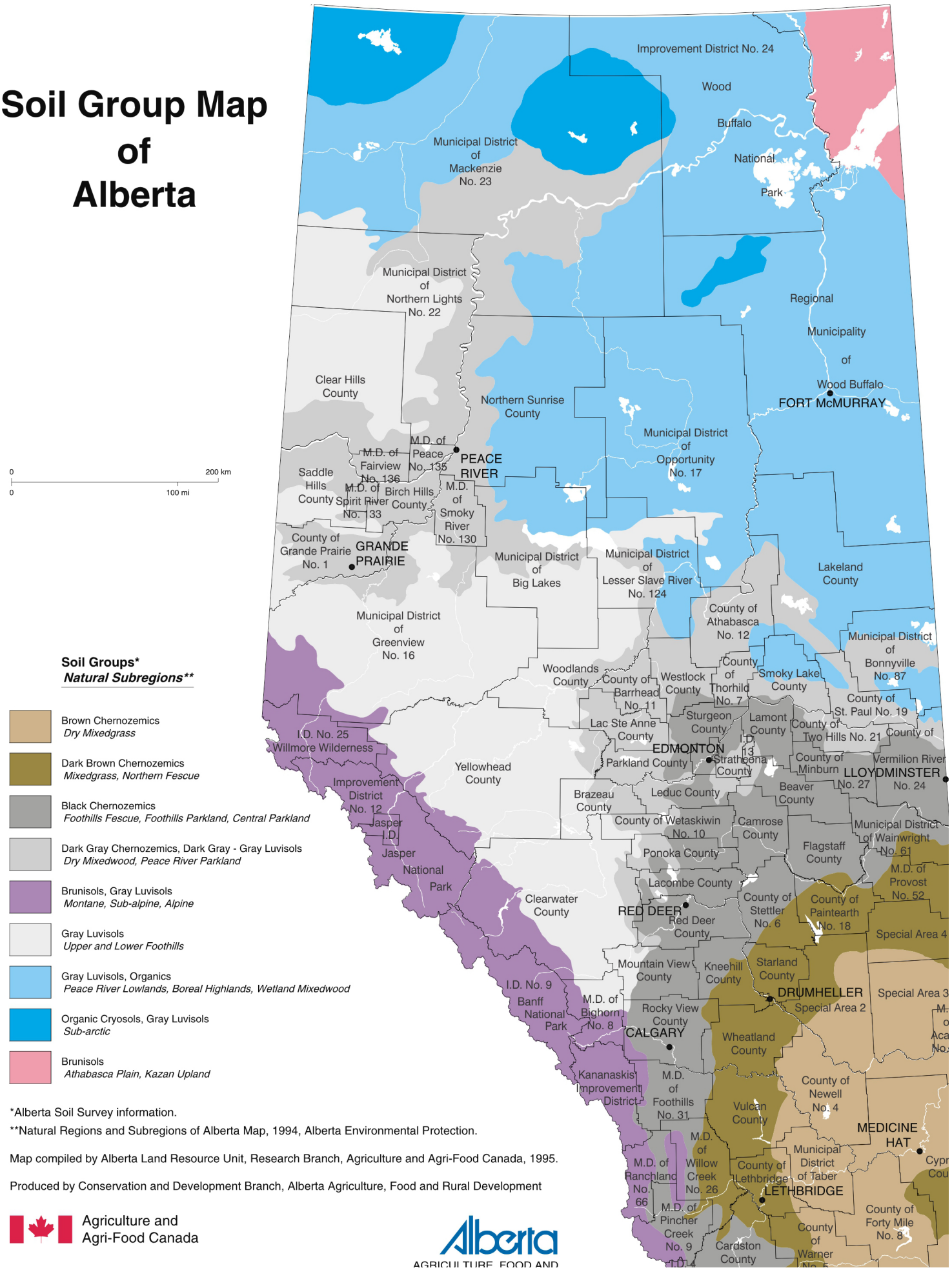


FIGURE 14

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APPENDIX B: *SOIL CLASSIFICATION OF CANADA*

Soil Group Map of Alberta



Soil Groups*
Natural Subregions**

- Brown Chernozemics — *Dry Mixedgrass*
- Dark Brown Chernozemics — *Mixedgrass, Northern Fescue*
- Black Chernozemics — *Foothills Fescue, Foothills Parkland, Central Parkland*
- Dark Gray Chernozemics, Dark Gray - Gray Luvisols — *Dry Mixedwood, Peace River Parkland*
- Brunisols, Gray Luvisols — *Montane, Sub-alpine, Alpine*
- Gray Luvisols — *Upper and Lower Foothills*
- Gray Luvisols, Organics — *Peace River Lowlands, Boreal Highlands, Wetland Mixedwood*
- Organic Cryosols, Gray Luvisols — *Sub-arctic*
- Brunisols — *Athabasca Plain, Kazan Upland*

*Alberta Soil Survey information.

**Natural Regions and Subregions of Alberta Map, 1994, Alberta Environmental Protection.

Map compiled by Alberta Land Resource Unit, Research Branch, Agriculture and Agri-Food Canada, 1995.

Produced by Conservation and Development Branch, Alberta Agriculture, Food and Rural Development

Agriculture and Agri-Food Canada

Alberta
AGRICULTURE, FOOD AND

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APPENDIX C: *ACIMS SEARCH DATA*

Date: 2/7/2025
Requestor: Consultant
Reason for Request: Site Assessment
SEC: 04 **TWP:** 062 **RGE:** 13 **MER:** 4

Alberta Parks

Non-sensitive EOs (updated: June 2022)

M_RR_TTT_SS	EO_ID	ECODE	S_RANK	SNAME	SCOMNAME	LAST_OBS_D

No Non-sensitive EOs Found: Next Steps - See FAQ (https://www.albertaparks.ca/albertaparksca/management-land-use/alberta-conservation-information-management-system-acims/faqs.aspx#2 - Process)

Sensitive EOs (updated: June 2022)

M-RR-TTT	EO_ID	ECODE	S_RANK	SNAME	SCOMNAME	LAST_OBS_D

No Sensitive EOs Found: Next Steps - See FAQ (https://www.albertaparks.ca/albertaparksca/management-land-use/alberta-conservation-information-management-system-acims/faqs.aspx#2 - Process)

Updated: Mar 20, 2025

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APPENDIX D: *WATER WELL SURVEY*

Reconnaissance Report

View in Metric

Export to Excel

Groundwater Wells

Please click the water Well ID to generate the Water Well Drilling Report.

GIC Well ID	LSD	SEC	TWP	RGE	M	DRILLING COMPANY	DATE COMPLETED	DEPTH (ft)	TYPE OF WORK	USE	CHM	LT	PT	WELL OWNER	STATIC LEVEL (ft)	TEST RATE (igpm)	SC_DIA (in)
167605	NE	4	62	13	4	UNKNOWN DRILLER		170.00	Chemistry	Domestic				ROSYCHUK, ROSE			0.00
210897	15	4	62	13	4	UNKNOWN DRILLER		15.00	Chemistry	Domestic	2			WITSCHEN, EDWARD	10.00		0.00
210903	NE	4	62	13	4	UNKNOWN DRILLER		25.00	Chemistry	Domestic				HOFFMAN, JOE			0.00
210906	10	4	62	13	4	UNKNOWN DRILLER	1970-11-02	1,755.00	Structure Test Hole	Industrial				SYRACUSE OILS LTD			0.00
274421	NE	4	62	13	4	MCALLISTER HOLDINGS LTD.	1979-11-01	180.00	New Well-Decommissioned	Investigation		8		CICON ENGINEERING #WHITEFISH			0.00
274427	NE	4	62	13	4	MCALLISTER DRILLING LTD.	1979-11-05	260.00	New Well-Decommissioned	Investigation		6		CICON ENGINEERING #WHITEFISH			0.00
274429	NE	4	62	13	4	MCALLISTER DRILLING LTD.	1979-11-05	120.00	New Well-Decommissioned	Investigation		4		CICON ENGINEERING #WHITEFISH			0.00
274432	NE	4	62	13	4	MCALLISTER DRILLING LTD.	1979-11-06	140.00	New Well-Decommissioned	Investigation		5		CICON ENGINEERING #WHITEFISH			0.00

Water Well Drilling Report

View in Metric | Export to Excel

The driller supplies the data contained in this report. The Province disclaims responsibility for its accuracy. The information on this report will be retained in a public database.

GOWN ID

GIC Well ID 167605
GoA Well Tag No.
Drilling Company Well ID
Date Report Received 1992/07/31

Well Identification and Location

Measurement in Imperial

Owner Name	Address	Town	Province	Country	Postal Code
ROSYCHUK, ROSE	[redacted]				[redacted]

Location	1/4 or LSD	SEC	TWP	RGE	W of MER	Lot	Block	Plan	Additional Description
	NE	4	62	13	4				

Measured from Boundary of
ft from
ft from

GPS Coordinates in Decimal Degrees (NAD 83)
Latitude 54.336897 Longitude -111.883929
How Location Obtained
Map

Elevation ft
How Elevation Obtained
Not Obtained

Drilling Information

Method of Drilling
Unknown

Proposed Well Use
Domestic

Type of Work
Chemistry

Formation Log

Measurement in Imperial

Depth from ground level (ft)	Water Bearing	Lithology Description

Yield Test Summary

Measurement in Imperial

Recommended Pump Rate igpm

Test Date	Water Removal Rate (igpm)	Static Water Level (ft)

Well Completion

Measurement in Imperial

Total Depth Drilled	Finished Well Depth	Start Date	End Date
170.00 ft			

Borehole

Diameter (in)	From (ft)	To (ft)
0.00	0.00	170.00

Surface Casing (if applicable)

Size OD : 0.00 in
Wall Thickness : 0.000 in
Bottom at : 0.00 ft

Well Casing/Liner

Size OD : 0.00 in
Wall Thickness : 0.000 in
Top at : 0.00 ft
Bottom at : 0.00 ft

Perforations

From (ft)	To (ft)	Diameter or Slot Width(in)	Slot Length (in)	Hole or Slot Interval(in)

Perforated by

Annular Seal

Placed from 0.00 ft to 0.00 ft
Amount

Other Seals

Type	At (ft)

Screen Type

Size OD : 0.00 in

From (ft)	To (ft)	Slot Size (in)

Attachment
Top Fittings
Bottom Fittings

Pack

Type
Grain Size
Amount

Contractor Certification

Name of Journeyman responsible for drilling/construction of well
UNKNOWN NA DRILLER

Certification No
1

Company Name
UNKNOWN DRILLER

Copy of Well report provided to owner

Date approval holder signed

Water Well Drilling Report

View in Metric | Export to Excel

The driller supplies the data contained in this report. The Province disclaims responsibility for its accuracy. The information on this report will be retained in a public database.

GOWN ID

GIC Well ID 167605
GoA Well Tag No.
Drilling Company Well ID
Date Report Received 1992/07/31

Well Identification and Location

Measurement in Imperial

Owner Name	Address	Town	Province	Country	Postal Code
ROSYCHUK, ROSE	[redacted]				[redacted]

Location	1/4 or LSD	SEC	TWP	RGE	W of MER	Lot	Block	Plan	Additional Description
	NE	4	62	13	4				

Measured from Boundary of
ft from
ft from

GPS Coordinates in Decimal Degrees (NAD 83)
Latitude 54.336897 Longitude -111.883929
How Location Obtained: Map

Elevation ft
How Elevation Obtained: Not Obtained

Additional Information

Measurement in Imperial

Distance From Top of Casing to Ground Level in
Is Artesian Flow
Rate igpm
Is Flow Control Installed
Describe

Recommended Pump Rate igpm
Recommended Pump Intake Depth (From TOC) ft
Pump Installed
Depth ft
Type
Make
H.P.
Model (Output Rating)

Did you Encounter Saline Water (>4000 ppm TDS)
Depth ft
Gas
Depth ft
Well Disinfected Upon Completion
Geophysical Log Taken
Remedial Action Taken
Submitted to ESRD

Sample Collected for Potability
Submitted to ESRD

Additional Comments on Well

Yield Test

Taken From Ground Level | Measurement in Imperial

Test Date	Start Time	Static Water Level
		ft

Method of Water Removal

Type
Removal Rate igpm
Depth Withdrawn From ft

If water removal period was < 2 hours, explain why

Water Diverted for Drilling

Water Source	Amount Taken	Diversion Date & Time
	ig	

Contractor Certification

Name of Journeyman responsible for drilling/construction of well
UNKNOWN NA DRILLER

Certification No
1

Company Name
UNKNOWN DRILLER

Copy of Well report provided to owner
Date approval holder signed

Water Well Drilling Report

View in Metric | Export to Excel

The driller supplies the data contained in this report. The Province disclaims responsibility for its accuracy. The information on this report will be retained in a public database.

GOWN ID

GIC Well ID 210903
GoA Well Tag No.
Drilling Company Well ID
Date Report Received 1987/09/14

Well Identification and Location

Measurement in Imperial

Owner Name	Address	Town	Province	Country	Postal Code
HOFFMAN, JOE	[redacted]				[redacted]

Location	1/4 or LSD	SEC	TWP	RGE	W of MER	Lot	Block	Plan	Additional Description
	NE	4	62	13	4				

Measured from Boundary of
ft from
ft from

GPS Coordinates in Decimal Degrees (NAD 83)
Latitude 54.336897 Longitude -111.883929
How Location Obtained
Not Verified

Elevation ft
How Elevation Obtained
Not Obtained

Drilling Information

Method of Drilling
Unknown

Proposed Well Use
Domestic

Type of Work
Chemistry

Formation Log

Measurement in Imperial

Depth from ground level (ft)	Water Bearing	Lithology Description

Yield Test Summary

Measurement in Imperial

Recommended Pump Rate igpm

Test Date	Water Removal Rate (igpm)	Static Water Level (ft)

Well Completion

Measurement in Imperial

Total Depth Drilled	Finished Well Depth	Start Date	End Date
25.00 ft			

Borehole

Diameter (in)	From (ft)	To (ft)
0.00	0.00	25.00

Surface Casing (if applicable)

Size OD : 0.00 in
Wall Thickness : 0.000 in
Bottom at : 0.00 ft

Well Casing/Liner

Size OD : 0.00 in
Wall Thickness : 0.000 in
Top at : 0.00 ft
Bottom at : 0.00 ft

Perforations

From (ft)	To (ft)	Diameter or Slot Width(in)	Slot Length (in)	Hole or Slot Interval(in)

Perforated by

Annular Seal

Placed from 0.00 ft to 0.00 ft
Amount

Other Seals

Type	At (ft)

Screen Type

Size OD : 0.00 in

From (ft)	To (ft)	Slot Size (in)

Attachment
Top Fittings
Bottom Fittings

Pack

Type
Grain Size
Amount

Contractor Certification

Name of Journeyman responsible for drilling/construction of well
UNKNOWN NA DRILLER

Certification No
1

Company Name
UNKNOWN DRILLER

Copy of Well report provided to owner

Date approval holder signed

Water Well Drilling Report

View in Metric | Export to Excel

The driller supplies the data contained in this report. The Province disclaims responsibility for its accuracy. The information on this report will be retained in a public database.

GOWN ID

GIC Well ID 210903
GoA Well Tag No.
Drilling Company Well ID
Date Report Received 1987/09/14

Well Identification and Location

Measurement in Imperial

Owner Name	Address	Town	Province	Country	Postal Code
HOFFMAN, JOE	[redacted]				[redacted]

Location	1/4 or LSD	SEC	TWP	RGE	W of MER	Lot	Block	Plan	Additional Description
	NE	4	62	13	4				

Measured from Boundary of
ft from
ft from

GPS Coordinates in Decimal Degrees (NAD 83)
Latitude 54.336897 Longitude -111.883929
How Location Obtained: Not Verified

Elevation ft
How Elevation Obtained: Not Obtained

Additional Information

Measurement in Imperial

Distance From Top of Casing to Ground Level in
Is Artesian Flow
Rate igpm
Is Flow Control Installed
Describe

Recommended Pump Rate igpm
Recommended Pump Intake Depth (From TOC) ft
Pump Installed
Depth ft
Type
Make
H.P.
Model (Output Rating)

Did you Encounter Saline Water (>4000 ppm TDS)
Depth ft
Gas
Depth ft
Well Disinfected Upon Completion
Geophysical Log Taken
Remedial Action Taken
Submitted to ESRD

Sample Collected for Potability
Submitted to ESRD

Additional Comments on Well
SEE VG CHEMISTRY SAMPLE #9947

Yield Test

Taken From Ground Level | Measurement in Imperial

Test Date	Start Time	Static Water Level
		ft

Method of Water Removal
Type
Removal Rate igpm
Depth Withdrawn From ft

If water removal period was < 2 hours, explain why

Water Diverted for Drilling

Water Source	Amount Taken	Diversion Date & Time
	ig	

Contractor Certification

Name of Journeyman responsible for drilling/construction of well
UNKNOWN NA DRILLER

Certification No
1

Company Name
UNKNOWN DRILLER

Copy of Well report provided to owner
Date approval holder signed

Water Well Drilling Report

View in Metric | Export to Excel

The driller supplies the data contained in this report. The Province disclaims responsibility for its accuracy. The information on this report will be retained in a public database.

GOWN ID

GIC Well ID 210897
GoA Well Tag No.
Drilling Company Well ID
Date Report Received 1964/06/04

Well Identification and Location

Measurement in Imperial

Owner Name	Address	Town	Province	Country	Postal Code
WITSCHEN, EDWARD	[redacted]				

Location	1/4 or LSD	SEC	TWP	RGE	W of MER	Lot	Block	Plan	Additional Description
	15	4	62	13	4				

Measured from Boundary of
ft from
ft from

GPS Coordinates in Decimal Degrees (NAD 83)
Latitude 54.338705 Longitude -111.887023
How Location Obtained
Map

Elevation ft
How Elevation Obtained
Not Obtained

Drilling Information

Method of Drilling
Hand Dug

Proposed Well Use
Domestic

Type of Work
Chemistry

Formation Log

Measurement in Imperial

Depth from ground level (ft)	Water Bearing	Lithology Description

Yield Test Summary

Measurement in Imperial

Recommended Pump Rate 0.00 igpm

Test Date	Water Removal Rate (igpm)	Static Water Level (ft)
1971/10/01		10.00

Well Completion

Measurement in Imperial

Total Depth Drilled	Finished Well Depth	Start Date	End Date
15.00 ft			

Borehole

Diameter (in)	From (ft)	To (ft)
0.00	0.00	15.00

Surface Casing (if applicable)
Size OD : 0.00 in
Wall Thickness : 0.000 in
Bottom at : 0.00 ft

Well Casing/Liner
Size OD : 0.00 in
Wall Thickness : 0.000 in
Top at : 0.00 ft
Bottom at : 0.00 ft

Perforations

From (ft)	To (ft)	Diameter or Slot Width(in)	Slot Length (in)	Hole or Slot Interval(in)

Perforated by

Annular Seal
Placed from 0.00 ft to 0.00 ft
Amount

Other Seals

Type	At (ft)

Screen Type
Size OD : 0.00 in

From (ft)	To (ft)	Slot Size (in)

Attachment
Top Fittings
Bottom Fittings

Pack
Type
Grain Size
Amount

Contractor Certification

Name of Journeyman responsible for drilling/construction of well
UNKNOWN NA DRILLER

Certification No
1

Company Name
UNKNOWN DRILLER

Copy of Well report provided to owner

Date approval holder signed

Water Well Drilling Report

View in Metric | Export to Excel

The driller supplies the data contained in this report. The Province disclaims responsibility for its accuracy. The information on this report will be retained in a public database.

GIC Well ID 210897
GoA Well Tag No.
Drilling Company Well ID
Date Report Received 1964/06/04

GOWN ID

Well Identification and Location

Measurement in Imperial

Owner Name	Address	Town	Province	Country	Postal Code
WITSCHEN, EDWARD	[redacted]				

Location	1/4 or LSD	SEC	TWP	RGE	W of MER	Lot	Block	Plan	Additional Description
	15	4	62	13	4				

Measured from Boundary of
ft from
ft from

GPS Coordinates in Decimal Degrees (NAD 83)
Latitude 54.338705 Longitude -111.887023

How Location Obtained
Map

Elevation ft

How Elevation Obtained
Not Obtained

Additional Information

Measurement in Imperial

Distance From Top of Casing to Ground Level in
Is Artesian Flow
Rate igpm
Is Flow Control Installed
Describe

Recommended Pump Rate 0.00 igpm
Recommended Pump Intake Depth (From TOC) 0.00 ft
Pump Installed
Type
Depth ft
Make
H.P.
Model (Output Rating)

Did you Encounter Saline Water (>4000 ppm TDS)
Depth ft
Gas
Depth ft
Well Disinfected Upon Completion
Geophysical Log Taken
Remedial Action Taken
Submitted to ESRD

Sample Collected for Potability
Submitted to ESRD Yes

Additional Comments on Well

Yield Test

Taken From Ground Level
Measurement in Imperial

Test Date 1971/10/01
Start Time 12:00 AM
Static Water Level 10.00 ft

Depth to water level

Pumping (ft)	Elapsed Time Minutes:Sec	Recovery (ft)

Method of Water Removal

Type
Removal Rate igpm
Depth Withdrawn From 0.00 ft

If water removal period was < 2 hours, explain why

Water Diverted for Drilling

Water Source	Amount Taken	Diversion Date & Time
	ig	

Contractor Certification

Name of Journeyman responsible for drilling/construction of well
UNKNOWN NA DRILLER

Certification No
1

Company Name
UNKNOWN DRILLER

Copy of Well report provided to owner

Date approval holder signed

Water Well Drilling Report

View in Metric | Export to Excel

The driller supplies the data contained in this report. The Province disclaims responsibility for its accuracy. The information on this report will be retained in a public database.

GOWN ID

GIC Well ID 210906
GoA Well Tag No.
Drilling Company Well ID
Date Report Received

Well Identification and Location

Measurement in Imperial

Owner Name	Address	Town	Province	Country	Postal Code
SYRACUSE OILS LTD					

Location	1/4 or LSD	SEC	TWP	RGE	W of MER	Lot	Block	Plan	Additional Description
	10	4	62	13	4				

Measured from Boundary of
ft from
ft from

GPS Coordinates in Decimal Degrees (NAD 83)
Latitude 54.335089 Longitude -111.887022
How Location Obtained
Field

Elevation 1972.00 ft
How Elevation Obtained
Survey-Transit

Drilling Information

Method of Drilling
Drilled

Proposed Well Use
Industrial

Type of Work
Structure Test Hole

Formation Log

Measurement in Imperial

Depth from ground level (ft)	Water Bearing	Lithology Description

Yield Test Summary

Measurement in Imperial

Recommended Pump Rate igpm

Test Date	Water Removal Rate (igpm)	Static Water Level (ft)

Well Completion

Measurement in Imperial

Total Depth Drilled	Finished Well Depth	Start Date	End Date
1755.00 ft			1970/11/02

Borehole

Diameter (in)	From (ft)	To (ft)
0.00	0.00	1755.00

Surface Casing (if applicable)

Size OD : 0.00 in
Wall Thickness : 0.000 in
Bottom at : 0.00 ft

Well Casing/Liner

Size OD : 0.00 in
Wall Thickness : 0.000 in
Top at : 0.00 ft
Bottom at : 0.00 ft

Perforations

From (ft)	To (ft)	Diameter or Slot Width(in)	Slot Length (in)	Hole or Slot Interval(in)

Perforated by

Annular Seal

Placed from 0.00 ft to 0.00 ft
Amount
Other Seals

Type	At (ft)

Screen Type

Size OD : 0.00 in

From (ft)	To (ft)	Slot Size (in)

Attachment
Top Fittings
Bottom Fittings

Pack

Type
Grain Size
Amount

Contractor Certification

Name of Journeyman responsible for drilling/construction of well
UNKNOWN NA DRILLER

Certification No
1

Company Name
UNKNOWN DRILLER

Copy of Well report provided to owner
Date approval holder signed

Water Well Drilling Report

View in Metric | Export to Excel

The driller supplies the data contained in this report. The Province disclaims responsibility for its accuracy. The information on this report will be retained in a public database.

GIC Well ID 210906
GoA Well Tag No.
Drilling Company Well ID
Date Report Received
GOWN ID

Well Identification and Location

Measurement in Imperial

Owner Name	Address	Town	Province	Country	Postal Code
SYRACUSE OILS LTD					

Location	1/4 or LSD	SEC	TWP	RGE	W of MER	Lot	Block	Plan	Additional Description
	10	4	62	13	4				

Measured from Boundary of
ft from
ft from

GPS Coordinates in Decimal Degrees (NAD 83)
Latitude 54.335089 Longitude -111.887022
How Location Obtained: Field

Elevation 1972.00 ft
How Elevation Obtained: Survey-Transit

Additional Information

Measurement in Imperial

Distance From Top of Casing to Ground Level: in
Is Artesian Flow:
Rate: igpm
Is Flow Control Installed:
Describe:

Recommended Pump Rate: igpm
Recommended Pump Intake Depth (From TOC): ft
Pump Installed:
Type:
Depth: ft
Make:
H.P.:
Model (Output Rating):

Did you Encounter Saline Water (>4000 ppm TDS):
Depth: ft
Gas:
Depth: ft
Remedial Action Taken:
Well Disinfected Upon Completion:
Geophysical Log Taken: Electric
Submitted to ESRD: Electric
Sample Collected for Potability:
Submitted to ESRD:
Additional Comments on Well:

Yield Test

Taken From Ground Level | Measurement in Imperial

Test Date	Start Time	Static Water Level
		ft

Method of Water Removal
Type:
Removal Rate: igpm
Depth Withdrawn From: ft

If water removal period was < 2 hours, explain why:

Water Diverted for Drilling

Water Source	Amount Taken	Diversion Date & Time
	ig	

Contractor Certification

Name of Journeyman responsible for drilling/construction of well: UNKNOWN NA DRILLER
Certification No: 1
Company Name: UNKNOWN DRILLER
Copy of Well report provided to owner
Date approval holder signed

Water Well Drilling Report

View in Metric | Export to Excel

The driller supplies the data contained in this report. The Province disclaims responsibility for its accuracy. The information on this report will be retained in a public database.

GOWN ID

GIC Well ID 274421
GoA Well Tag No.
Drilling Company Well ID
Date Report Received 1980/08/13

Well Identification and Location

Measurement in Imperial

Owner Name	Address	Town	Province	Country	Postal Code
CICON ENGINEERING #WHITEFISH	EDMONTON				

Location	1/4 or LSD	SEC	TWP	RGE	W of MER	Lot	Block	Plan	Additional Description
	NE	4	62	13	4				

Measured from Boundary of
ft from
ft from

GPS Coordinates in Decimal Degrees (NAD 83)
Latitude 54.336897 Longitude -111.883929
How Location Obtained: Not Verified

Elevation ft
How Elevation Obtained: Not Obtained

Drilling Information

Method of Drilling
Rotary

Proposed Well Use
Investigation

Type of Work
New Well-Decommissioned
View Decommissioning Report

Formation Log

Measurement in Imperial

Depth from ground level (ft)	Water Bearing	Lithology Description
2.00		Topsoil
28.00		Brown Clay
36.00		Dry Sand
56.00		Brown Till
114.00		Gray Till
120.00		Dirty Sand
140.00		Gray Till
180.00		Gray Shale

Yield Test Summary

Measurement in Imperial

Recommended Pump Rate igpm

Test Date	Water Removal Rate (igpm)	Static Water Level (ft)

Well Completion

Measurement in Imperial

Total Depth Drilled	Finished Well Depth	Start Date	End Date
180.00 ft		1979/11/01	1979/11/01

Borehole

Diameter (in)	From (ft)	To (ft)
0.00	0.00	180.00

Surface Casing (if applicable)
Size OD : 0.00 in
Wall Thickness : 0.000 in
Bottom at : 0.00 ft

Well Casing/Liner
Size OD : 0.00 in
Wall Thickness : 0.000 in
Top at : 0.00 ft
Bottom at : 0.00 ft

Perforations

From (ft)	To (ft)	Diameter or Slot Width(in)	Slot Length (in)	Hole or Slot Interval(in)

Perforated by

Annular Seal
Placed from 0.00 ft to 0.00 ft
Amount

Other Seals

Type	At (ft)

Screen Type
Size OD : 0.00 in

From (ft)	To (ft)	Slot Size (in)

Attachment
Top Fittings
Bottom Fittings

Pack
Type
Grain Size
Amount

Contractor Certification

Name of Journeyman responsible for drilling/construction of well
UNKNOWN NA DRILLER

Certification No
1

Company Name
MCALLISTER HOLDINGS LTD.

Copy of Well report provided to owner
Date approval holder signed

Water Well Drilling Report

View in Metric | Export to Excel

The driller supplies the data contained in this report. The Province disclaims responsibility for its accuracy. The information on this report will be retained in a public database.

GIC Well ID 274421
GoA Well Tag No.
Drilling Company Well ID
Date Report Received 1980/08/13

GOWN ID

Well Identification and Location

Measurement in Imperial

Owner Name	Address	Town	Province	Country	Postal Code
CICON ENGINEERING #WHITEFISH	EDMONTON				

Location	1/4 or LSD	SEC	TWP	RGE	W of MER	Lot	Block	Plan	Additional Description
	NE	4	62	13	4				

Measured from Boundary of
ft from
ft from

GPS Coordinates in Decimal Degrees (NAD 83)
Latitude 54.336897 Longitude -111.883929
How Location Obtained: Not Verified

Elevation ft
How Elevation Obtained: Not Obtained

Additional Information

Measurement in Imperial

Distance From Top of Casing to Ground Level in
Is Artesian Flow
Rate igpm
Is Flow Control Installed
Describe

Recommended Pump Rate igpm
Recommended Pump Intake Depth (From TOC) ft
Pump Installed
Depth ft
Type
Make
H.P.
Model (Output Rating)

Did you Encounter Saline Water (>4000 ppm TDS)
Depth ft
Gas
Depth ft
Well Disinfected Upon Completion
Geophysical Log Taken
Remedial Action Taken
Submitted to ESRD

Sample Collected for Potability
Submitted to ESRD

Additional Comments on Well
ORIGINAL LOC = NE-4-52-13-4.

Yield Test

Taken From Ground Level | Measurement in Imperial

Test Date	Start Time	Static Water Level
		ft

Method of Water Removal
Type
Removal Rate igpm
Depth Withdrawn From ft

If water removal period was < 2 hours, explain why

Water Diverted for Drilling

Water Source	Amount Taken	Diversion Date & Time
	ig	

Contractor Certification

Name of Journeyman responsible for drilling/construction of well
UNKNOWN NA DRILLER

Certification No
1

Company Name
MCALLISTER HOLDINGS LTD.

Copy of Well report provided to owner
Date approval holder signed

Water Well Drilling Report

View in Metric | Export to Excel

The driller supplies the data contained in this report. The Province disclaims responsibility for its accuracy. The information on this report will be retained in a public database.

GOWN ID

GIC Well ID 274427
GoA Well Tag No.
Drilling Company Well ID
Date Report Received 1980/08/13

Well Identification and Location

Measurement in Imperial

Owner Name	Address	Town	Province	Country	Postal Code
CICON ENGINEERING #WHITEFISH	EDMONTON				

Location	1/4 or LSD	SEC	TWP	RGE	W of MER	Lot	Block	Plan	Additional Description
	NE	4	62	13	4				

Measured from Boundary of
ft from
ft from

GPS Coordinates in Decimal Degrees (NAD 83)
Latitude 54.336897 Longitude -111.883929
How Location Obtained
Not Verified

Elevation ft
How Elevation Obtained
Not Obtained

Drilling Information

Method of Drilling
Rotary

Proposed Well Use
Investigation

Type of Work
New Well-Decommissioned
View Decommissioning Report

Formation Log

Measurement in Imperial

Depth from ground level (ft)	Water Bearing	Lithology Description
2.00		Topsoil
30.00		Brown Clay
60.00		Gray Till
62.00		Sand
168.00		Gray Till
260.00		Gray Shale

Yield Test Summary

Measurement in Imperial

Recommended Pump Rate igpm

Test Date	Water Removal Rate (igpm)	Static Water Level (ft)

Well Completion

Measurement in Imperial

Total Depth Drilled	Finished Well Depth	Start Date	End Date
260.00 ft		1979/11/01	1979/11/05

Borehole

Diameter (in)	From (ft)	To (ft)
0.00	0.00	260.00

Surface Casing (if applicable)
Size OD : 0.00 in
Wall Thickness : 0.000 in
Bottom at : 0.00 ft

Well Casing/Liner
Size OD : 0.00 in
Wall Thickness : 0.000 in
Top at : 0.00 ft
Bottom at : 0.00 ft

Perforations

From (ft)	To (ft)	Diameter or Slot Width(in)	Slot Length (in)	Hole or Slot Interval(in)

Perforated by

Annular Seal
Placed from 0.00 ft to 0.00 ft
Amount

Other Seals

Type	At (ft)

Screen Type
Size OD : 0.00 in

From (ft)	To (ft)	Slot Size (in)

Attachment
Top Fittings
Bottom Fittings

Pack
Type
Grain Size
Amount

Contractor Certification

Name of Journeyman responsible for drilling/construction of well
UNKNOWN NA DRILLER

Certification No
1

Company Name
MCALLISTER DRILLING LTD.

Copy of Well report provided to owner
Date approval holder signed

Water Well Drilling Report

View in Metric | Export to Excel

The driller supplies the data contained in this report. The Province disclaims responsibility for its accuracy. The information on this report will be retained in a public database.

GIC Well ID 274427
GoA Well Tag No.
Drilling Company Well ID
Date Report Received 1980/08/13

GOWN ID

Well Identification and Location

Measurement in Imperial

Owner Name	Address	Town	Province	Country	Postal Code
CICON ENGINEERING #WHITEFISH	EDMONTON				

Location	1/4 or LSD	SEC	TWP	RGE	W of MER	Lot	Block	Plan	Additional Description
	NE	4	62	13	4				

Measured from Boundary of
ft from
ft from

GPS Coordinates in Decimal Degrees (NAD 83)
Latitude 54.336897 Longitude -111.883929
How Location Obtained: Not Verified

Elevation ft
How Elevation Obtained: Not Obtained

Additional Information

Measurement in Imperial

Distance From Top of Casing to Ground Level in
Is Artesian Flow
Rate igpm
Is Flow Control Installed
Describe

Recommended Pump Rate igpm
Recommended Pump Intake Depth (From TOC) ft
Pump Installed
Depth ft
Type
Make
H.P.
Model (Output Rating)

Did you Encounter Saline Water (>4000 ppm TDS)
Depth ft
Gas
Depth ft
Well Disinfected Upon Completion
Geophysical Log Taken
Remedial Action Taken
Submitted to ESRD

Sample Collected for Potability
Submitted to ESRD

Additional Comments on Well
ORIGINAL LOC = NE-4-52-13-4.

Yield Test

Taken From Ground Level | Measurement in Imperial

Test Date	Start Time	Static Water Level
		ft

Method of Water Removal
Type
Removal Rate igpm
Depth Withdrawn From ft

If water removal period was < 2 hours, explain why

Water Diverted for Drilling

Water Source	Amount Taken	Diversion Date & Time
	ig	

Contractor Certification

Name of Journeyman responsible for drilling/construction of well
UNKNOWN NA DRILLER

Certification No
1

Company Name
MCALLISTER DRILLING LTD.

Copy of Well report provided to owner
Date approval holder signed

Water Well Drilling Report

View in Metric | Export to Excel

The driller supplies the data contained in this report. The Province disclaims responsibility for its accuracy. The information on this report will be retained in a public database.

GOWN ID

GIC Well ID 274429
GoA Well Tag No.
Drilling Company Well ID
Date Report Received 1980/08/13

Well Identification and Location

Measurement in Imperial

Owner Name	Address	Town	Province	Country	Postal Code
CICON ENGINEERING #WHITEFISH	EDMONTON				

Location	1/4 or LSD	SEC	TWP	RGE	W of MER	Lot	Block	Plan	Additional Description
	NE	4	62	13	4				

Measured from Boundary of
ft from
ft from

GPS Coordinates in Decimal Degrees (NAD 83)
Latitude 54.336897 Longitude -111.883929
How Location Obtained
Not Verified

Elevation ft
How Elevation Obtained
Not Obtained

Drilling Information

Method of Drilling
Rotary

Proposed Well Use
Investigation

Type of Work
New Well-Decommissioned
View Decommissioning Report

Formation Log

Measurement in Imperial

Depth from ground level (ft)	Water Bearing	Lithology Description
2.00		Topsoil
30.00		Brown Till
80.00		Gray Till
120.00		Gray Shale

Yield Test Summary

Measurement in Imperial

Recommended Pump Rate igpm

Test Date	Water Removal Rate (igpm)	Static Water Level (ft)

Well Completion

Measurement in Imperial

Total Depth Drilled	Finished Well Depth	Start Date	End Date
120.00 ft		1979/11/05	1979/11/05

Borehole

Diameter (in)	From (ft)	To (ft)
0.00	0.00	120.00

Surface Casing (if applicable)
Size OD : 0.00 in
Wall Thickness : 0.000 in
Bottom at : 0.00 ft

Well Casing/Liner
Size OD : 0.00 in
Wall Thickness : 0.000 in
Top at : 0.00 ft
Bottom at : 0.00 ft

Perforations

From (ft)	To (ft)	Diameter or Slot Width(in)	Slot Length (in)	Hole or Slot Interval(in)

Perforated by

Annular Seal
Placed from 0.00 ft to 0.00 ft
Amount

Other Seals

Type	At (ft)

Screen Type
Size OD : 0.00 in

From (ft)	To (ft)	Slot Size (in)

Attachment
Top Fittings
Bottom Fittings

Pack
Type
Grain Size
Amount

Contractor Certification

Name of Journeyman responsible for drilling/construction of well
UNKNOWN NA DRILLER

Certification No
1

Company Name
MCALLISTER DRILLING LTD.

Copy of Well report provided to owner

Date approval holder signed

Water Well Drilling Report

View in Metric | Export to Excel

The driller supplies the data contained in this report. The Province disclaims responsibility for its accuracy. The information on this report will be retained in a public database.

GIC Well ID 274429
GoA Well Tag No.
Drilling Company Well ID
Date Report Received 1980/08/13

GOWN ID

Well Identification and Location

Measurement in Imperial

Owner Name	Address	Town	Province	Country	Postal Code
CICON ENGINEERING #WHITEFISH	EDMONTON				

Location	1/4 or LSD	SEC	TWP	RGE	W of MER	Lot	Block	Plan	Additional Description
	NE	4	62	13	4				

Measured from Boundary of
ft from
ft from

GPS Coordinates in Decimal Degrees (NAD 83)
Latitude 54.336897 Longitude -111.883929
How Location Obtained: Not Verified

Elevation ft
How Elevation Obtained: Not Obtained

Additional Information

Measurement in Imperial

Distance From Top of Casing to Ground Level in
Is Artesian Flow
Rate igpm
Is Flow Control Installed
Describe

Recommended Pump Rate igpm
Recommended Pump Intake Depth (From TOC) ft
Pump Installed
Depth ft
Type
Make
H.P.
Model (Output Rating)

Did you Encounter Saline Water (>4000 ppm TDS)
Depth ft
Gas
Depth ft
Well Disinfected Upon Completion
Geophysical Log Taken
Remedial Action Taken
Submitted to ESRD

Sample Collected for Potability
Submitted to ESRD

Additional Comments on Well
ORIGINAL LOC = NE-4-52-13-4.

Yield Test

Taken From Ground Level | Measurement in Imperial

Test Date	Start Time	Static Water Level
		ft

Method of Water Removal
Type
Removal Rate igpm
Depth Withdrawn From ft

If water removal period was < 2 hours, explain why

Water Diverted for Drilling

Water Source	Amount Taken	Diversion Date & Time
	ig	

Contractor Certification

Name of Journeyman responsible for drilling/construction of well
UNKNOWN NA DRILLER

Certification No
1

Company Name
MCALLISTER DRILLING LTD.

Copy of Well report provided to owner
Date approval holder signed

Water Well Drilling Report

View in Metric | Export to Excel

The driller supplies the data contained in this report. The Province disclaims responsibility for its accuracy. The information on this report will be retained in a public database.

GOWN ID

GIC Well ID 274432
GoA Well Tag No.
Drilling Company Well ID
Date Report Received 1980/08/13

Well Identification and Location

Measurement in Imperial

Owner Name	Address	Town	Province	Country	Postal Code
CICON ENGINEERING #WHITEFISH	EDMONTON				

Location	1/4 or LSD	SEC	TWP	RGE	W of MER	Lot	Block	Plan	Additional Description
	NE	4	62	13	4				

Measured from Boundary of
ft from
ft from

GPS Coordinates in Decimal Degrees (NAD 83)
Latitude 54.336897 Longitude -111.883929
How Location Obtained
Not Verified

Elevation ft
How Elevation Obtained
Not Obtained

Drilling Information

Method of Drilling
Rotary

Proposed Well Use
Investigation

Type of Work
New Well-Decommissioned
View Decommissioning Report

Formation Log

Measurement in Imperial

Depth from ground level (ft)	Water Bearing	Lithology Description
2.00		Topsoil
41.00		Gray Till
44.00		Sand
91.00		Gray Till
140.00		Gray Shale

Yield Test Summary

Measurement in Imperial

Recommended Pump Rate igpm

Test Date	Water Removal Rate (igpm)	Static Water Level (ft)

Well Completion

Measurement in Imperial

Total Depth Drilled	Finished Well Depth	Start Date	End Date
140.00 ft		1979/11/06	1979/11/06

Borehole

Diameter (in)	From (ft)	To (ft)
0.00	0.00	140.00

Surface Casing (if applicable)
Size OD : 0.00 in
Wall Thickness : 0.000 in
Bottom at : 0.00 ft

Well Casing/Liner
Size OD : 0.00 in
Wall Thickness : 0.000 in
Top at : 0.00 ft
Bottom at : 0.00 ft

Perforations

From (ft)	To (ft)	Diameter or Slot Width(in)	Slot Length (in)	Hole or Slot Interval(in)

Perforated by

Annular Seal
Placed from 0.00 ft to 0.00 ft
Amount

Other Seals

Type	At (ft)

Screen Type
Size OD : 0.00 in

From (ft)	To (ft)	Slot Size (in)

Attachment
Top Fittings
Bottom Fittings

Pack
Type
Grain Size
Amount

Contractor Certification

Name of Journeyman responsible for drilling/construction of well
UNKNOWN NA DRILLER

Certification No
1

Company Name
MCALLISTER DRILLING LTD.

Copy of Well report provided to owner
Date approval holder signed

Water Well Drilling Report

View in Metric | Export to Excel

The driller supplies the data contained in this report. The Province disclaims responsibility for its accuracy. The information on this report will be retained in a public database.

GOWN ID

GIC Well ID 274432
GoA Well Tag No.
Drilling Company Well ID
Date Report Received 1980/08/13

Well Identification and Location

Measurement in Imperial

Owner Name	Address	Town	Province	Country	Postal Code
CICON ENGINEERING #WHITEFISH	EDMONTON				

Location	1/4 or LSD	SEC	TWP	RGE	W of MER	Lot	Block	Plan	Additional Description
	NE	4	62	13	4				

Measured from Boundary of
ft from
ft from

GPS Coordinates in Decimal Degrees (NAD 83)
Latitude 54.336897 Longitude -111.883929
How Location Obtained: Not Verified

Elevation ft
How Elevation Obtained: Not Obtained

Additional Information

Measurement in Imperial

Distance From Top of Casing to Ground Level in
Is Artesian Flow
Rate igpm
Is Flow Control Installed
Describe

Recommended Pump Rate igpm
Recommended Pump Intake Depth (From TOC) ft
Pump Installed
Depth ft
Type
Make
H.P.
Model (Output Rating)

Did you Encounter Saline Water (>4000 ppm TDS)
Depth ft
Gas
Depth ft
Well Disinfected Upon Completion
Geophysical Log Taken
Remedial Action Taken
Submitted to ESRD

Sample Collected for Potability
Submitted to ESRD

Additional Comments on Well
ORIGINAL LOC = NE-4-52-13-4.

Yield Test

Taken From Ground Level | Measurement in Imperial

Test Date	Start Time	Static Water Level
		ft

Method of Water Removal
Type
Removal Rate igpm
Depth Withdrawn From ft

If water removal period was < 2 hours, explain why

Water Diverted for Drilling

Water Source	Amount Taken	Diversion Date & Time
	ig	

Contractor Certification

Name of Journeyman responsible for drilling/construction of well
UNKNOWN NA DRILLER

Certification No
1

Company Name
MCALLISTER DRILLING LTD.

Copy of Well report provided to owner
Date approval holder signed

BOLSON
ENGINEERING AND ENVIRONMENTAL SERVICES

APPENDIX E: *ENVIRONMENTAL PROTECTION ORDERS*

Alberta.ca

Home

Historical environmental enforcement search

Find historical enforcement records taken against a company or individual related to Alberta Environment and Protected Areas legislation.

On this page:

- Suggestions for searching
- Search enforcements
- Search Results
- Legend: Act codes and names

Search historical compliance enforcement records taken against a company or individual related to Alberta Environment and Protected Areas current and past legislation.

Alberta Energy Regulator (AER) enforcement actions are not included in this database. To access AER enforcement records, visit the AER website at:

- Compliance Dashboard

Suggestions for searching

The Accountable Party field in the lookup tool is not case specific.

To improve search results on Accountable Party(s), note the following tips:

- When searching for corporations ending in Limited, Ltd, Incorporated and/or Inc, type only the first portion of the corporate name to capture possible variations. (Example: ABC Company)
- If you are unsure of the exact title of a company, type partial spellings to improve search results. (Example: ABC Company type only ABC)
- When searching for an individual, type the last name first and use only partial spellings (Example: for John Smith type Smith, J or just Smith to capture any/all variations).
- Use the name when a Municipality is the accountable party:
  (Example: City of Lethbridge type Lethbridge, City or Municipal District of Opportunity type Opportunity No. 17, Municipal District)

The enforcement search tool summarizes data collected at different points in time and does not necessarily represent the most current information available. This information is provided without warranty of any kind, and the department disclaims any liability for losses or damages resulting from the use of or reliance on this information.

Search Results

We found 0 matches using the following search criteria:
Accountable Party: [redacted]
Action: All
Date range: From 1/1/1950 To 7/2/2025

Search completed on 7/2/2025

Legend: Act codes and names

Act code	Act name
ACA	Agricultural Chemicals Act
AEPEA, AEPEA(R)	Environmental Protection and Enhancement
BCA	Beverage Container Act
CAA	Clean Air Act
CC	Criminal Code of Canada
CCEMA	Climate Change and Emissions Management Act
CEPA	Canadian Environmental Protection Act
CWA	Clean Water Act

DEA	Department of the Environment Act
DGTHA	Dangerous Goods Transportation and Handling Act
EMCRA	Emissions Management and Climate Resilience Act
FA, FEDFISH, FFA	Fisheries Act (Canada)
FRSTA	Forests Act
HCA	Hazardous Chemicals Act
LA	Litter Act
MBCA	Migratory Birds Convention Act, 1994
OH&S	Occupational Health and Safety Act
PCPA	Pest Control Products Act
PLA	Public Lands Act
TDGA	Transportation of Dangerous Goods Act
TDGCA	Transport of Dangerous Goods Control Act
WA	Water Act
WRA	Water Resources Act

Contact

If you have questions about the enforcement actions records search, or require assistance with a search, contact the Environmental Investigations Section at:

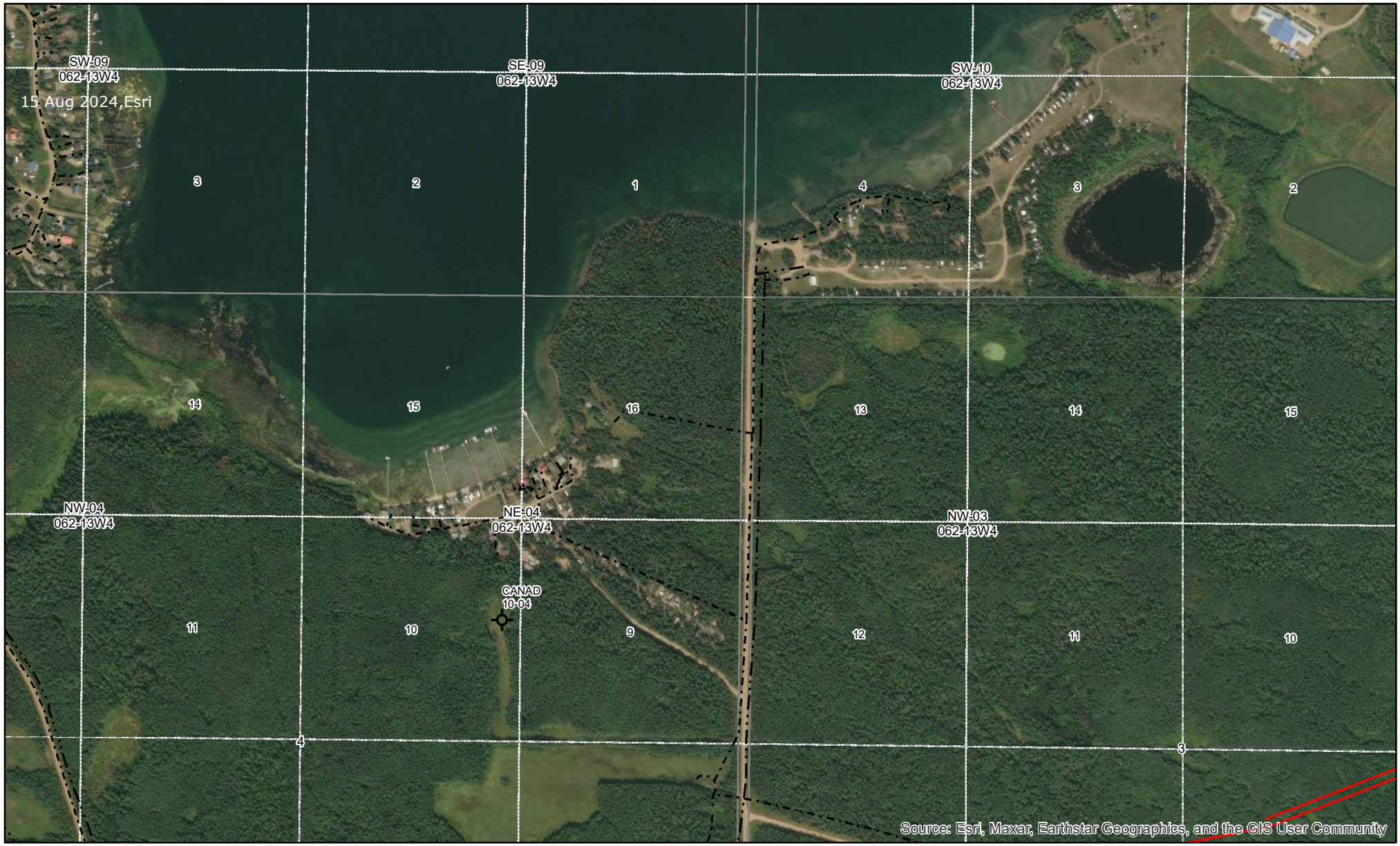
Email: EPA.RAD-EnvironmentalInvestigations@gov.ab.ca

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Alberta.ca

BOLSON
ENGINEERING AND ENVIRONMENTAL SERVICES

APPENDIX F: *ABADATA SEARCH*

110-2560



Wednesday, July 2, 2025

1:9,370

0 365 730 1,460 ft

AbaData

AbaData

Well Information

100 / 10-04-062-13 W4 / 2

CANADIAN NATURAL RESOURCES LIMITED | 100 / 10-04-062-13 W4 / 2

Government Well Data Current To May 30, 2025

License #:	0037629	**License Date:**	January 20, 1970
Well Name:	CNRL CRAIGND 10-4-62-13		
License Status:	Abandoned	**License Status Date:**	December 3, 2010
Within:	10-04-062-13 W4M	**H2S (%):**	
Spud Date:	February 8, 1970	**Final Drill Date:**	February 11, 1970
Status:	ABD	**Abandoned Date:**	December 3, 2010
Surface:		**Downhole:**	
Offsets:	S 583.7 W 426.7	Offsets:	S 583.7 W 426.7
Latitude:	54.335251	Latitude:	54.335251
Longitude:	-111.884280	Longitude:	-111.884280
Ground Elevation:	601.1 m | 1972 '	Total Depth:	534.90 m | 1755 '
Operator:		**Pool:**	

BOLSON
ENGINEERING AND ENVIRONMENTAL SERVICES

APPENDIX G: *ASCA SEARCH*

Safety Codes Council
Alberta Safety Codes Authority

July 3, 2025

Trent Thompson
Bolson Engineering
21707 80 Ave NW
Edmonton, AB T5T 4S2

Email: tthompson@bolson.ca

Re: ASCA Storage Tank Search – File# 110-2560 Order ID#: 18298

Dear Trent,

As per your search request submitted on July 3 , 2025, Alberta Safety Codes Authority (ASCA) has searched for the storage tank database for existing and former installations of storage tank systems, as defined by the Fire Code, including those known to be inside structures at the following address:

NE 4 62 13 W4

The search of the storage tank database determined **no records** were available for all requested locations.

The Freedom of Information and Protection of Privacy Act governs the information provided. Please note that the database is not complete. The main limitation of the database is that it only includes, information reported through registration and permitting, or a survey of abandoned sites completed in 1992 and should not be considered a comprehensive inventory of all past or present storage tank sites. ASCA's storage tank systems database is solely maintained based on information provided by owners. and or operators of storage tank systems; therefore, the database may not reflect information related to all existing or former storage tank systems in Alberta. Further information on storage tank systems or investigations involving a spill/release or contamination may be filed with the local fire service or Alberta Environment.

Regards,

Fredwatson Desroches
Program Advisor, Client Support Services
Safety Codes Service Delivery & Accreditation
Safety Codes Council | safetycodes.ab.ca
(587) 415-4082| toll-free 1-888-413-0099

BOLSON
ENGINEERING AND ENVIRONMENTAL SERVICES

APPENDIX H: *ESAR SEARCH*

Date Searched August 16/79
Date Recorded August 16/79

Bow Valley Exploration

Box 6610, Postal Station "D"
300, 630 Sixth Avenue S.W.
Calgary, Alberta, Canada T2P 2V8

Telephone 403/231-1211
Telex 038-24692
Cable Bow Valley

Our Ref. 213629
Your Ref.

July 27, 1979

Surface Reclamation Council
1100, 9820 - 106th Street
Edmonton, Alberta T5K 2J6

Dear Sir:

✓Re: BVX ET AL CRAIGEND 7-7-62-13 W4M
Craigend Area, Alberta

Further to our recent discussions with Carrie Corbiell of the Department of Energy and Natural Resources, we are enclosing a copy of a survey plan for the captioned well which was drilled dry and abandoned.

The wellsite and access roadway as shown outlined in red on the survey plan are ready for inspection, and if satisfactory, we would appreciate receiving a Reclamation Certificate prior to the November 17 rental date.

Yours very truly,

BOW VALLEY EXPLORATION

[redacted]

J.L. Lambert (Mrs.)
Land Secretary

/jll
Encl.

Phoned Co
+ certificate issued
for SE 7
M.O.

Copy Sent To Sharon Guenette
Date August 16/79

DEINES MICRO-FILM
SERVICES LTD.

Plan Showing Survey Of

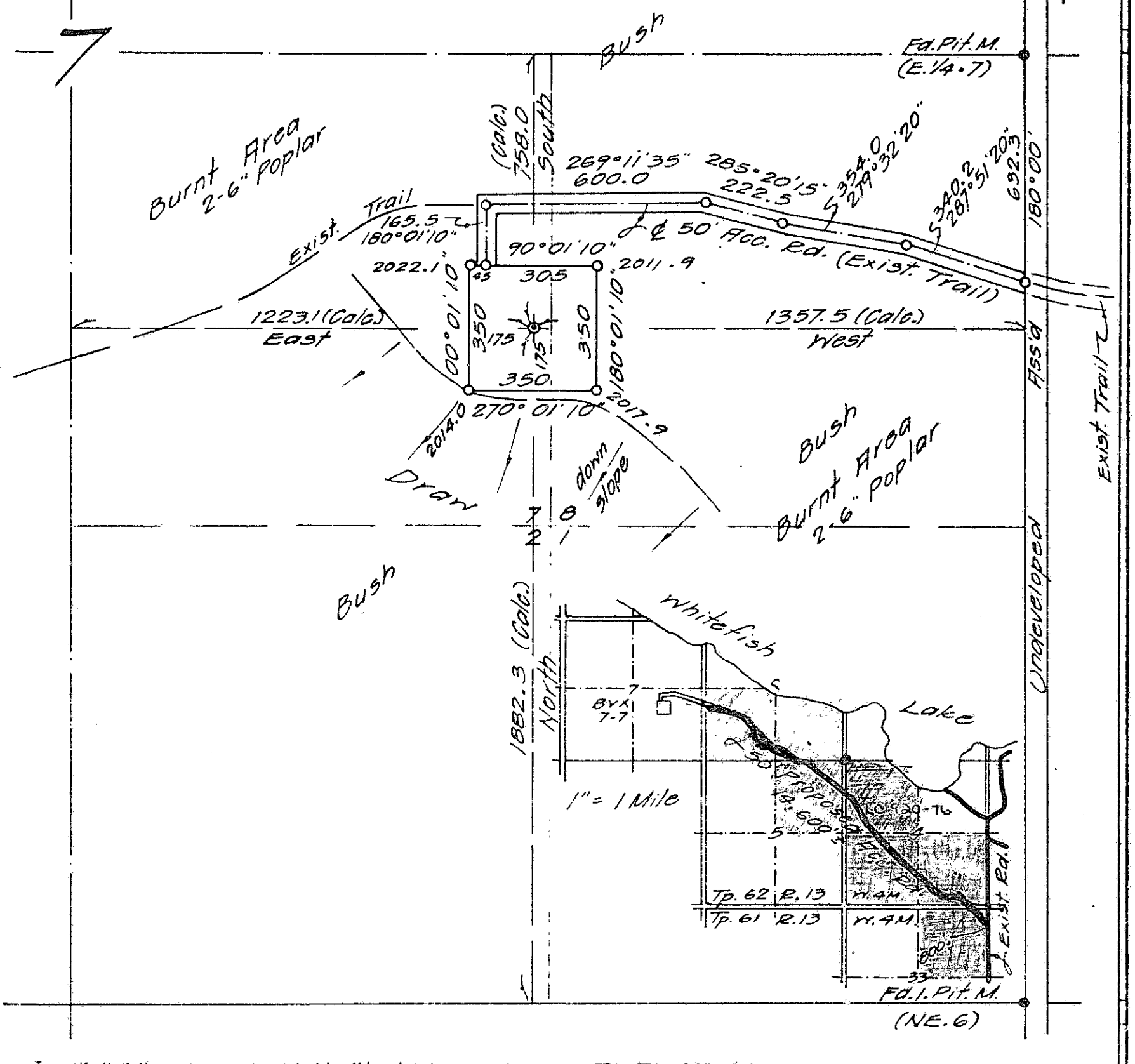
3VX et al Craigend 7-7-62-13

Well Site and Access Road (Proposed)

IN

L.S. 7 Sec. 7 Tp. 62 Rge. 13 W.4 M.

SCALE: 400' = 1"



I certify that the survey represented by this plan is correct and true to the best of my knowledge and was completed on the 16th day of November, 1976.

[redacted]
A.L.S.

[redacted]
Witness

ALL WEST SURVEYS
EDMONTON
CALGARY

OPERATOR:
Bow Valley Industries Ltd.

[redacted]

[redacted]

ELEVATION: 2021 Ground

CO-ORDINATES:

1882.3 ft. N. of S. Bdy.
1357.5 ft. W. of E. Bdy. } Sec. 7

AREAS:

	ACRES
Well Site =	2.81
Access Road =	1.93
Total =	4.74

Survey marks found shown thus: ●
Survey marks placed shown thus: ○
Portions referred to outlined in red.
Distances are in feet and decimals.

DATUM: Al-Can SM # 3742
Elev.: 1985.35

JOB NO E-650-76

DEINES MICRO-FILM SERVICES LTD.

NE¼ - 33 - 61 - 13 - 4 continued

SE¼ of LSD # 16:
Miscellaneous Permit # 9011 -
Henry Pruden,
[redacted]
Alta.

DEINES MICRO-FILM
SERVICES LTD.

Alberta
ENVIRONMENT

MEMORANDUM

FROM S. Tracy, Secretary
Land Conservation and
Reclamation Council

TO Edmonton Searches

OUR FILE REFERENCE

YOUR FILE REFERENCE

DATE August 16/79

TELEPHONE 427-6894

SUBJECT NE¼ - 33 - 61 - 13 - 4

Kindly advise this office of the name of the surface owner of the above land.

[redacted]

for M. O'Hara
Records Officer

The above land is non-patented and administered by the Department of Energy and Natural Resources.

Application for Grazing Lease/Ranch # 790198 -
Roy Russell Skupenia,
[redacted]

Application for Grazing Lease/Ranch # 790177 -
Walter Whitford

Part of LSD # 16;
Application for Grazing Lease/Ranch # 780694 -
Henry Pruden,
[redacted] Alta.

... 2.

DEINES MICRO-FILM
SERVICES LTD.

FLU 203/78

Alberta

ENERGY AND
NATURAL RESOURCES
Land Conservation
and Reclamation Council

RECOMMENDATION FOR ISSUANCE OF RECLAMATION CERTIFICATE

DISPOSITION LO App 920-76 DATE Aug 30, 1979

COMPANY NAME Bow Valley Industries Ltd

LEGAL DESCRIPTION NE 33-61-13-W4
NE 5, W½ 4-62-13-W4

This is to certify that the land surface utilized in relation to the subject disposition has been reclaimed in accordance with the conditions as specified in the Letter of Authority dated Dec 10 1976. It is therefore my recommendation that a Reclamation Certificate can be issued at this time.

Allan Love
Reclamation Council Member

ATTACHED
SEP 17 1979

Copy Sent To Ross Pituka
Date Sept. 24/79

DEINES MICRO-FILM
SERVICES LTD.

NE ¼ -5 OCCUPANT - GRAZING LEASE
MORRIS P. LUTZ [redacted]
UNABLE TO LOCATE MOVED FROM CITY TO VILNA.
NEW RESIDENCE UNOCCUPIED.

NW ¼ -4 APPLICATION FOR GRAZING PERMIT
ROY RUSSELL SHUPENIA.
[redacted]
NO CONTACT - NO ANSWER AT CITY RESIDENCE

SE ¼ -4 DIRECTOR - VETERAN'S LAND ACT
473 FEDERAL PUBLIC BLDG
EDMONTON, ALTA.
NO CONTACT

MRS. ANNIE PRUDELL - AGREEMENT FOR SALE
[redacted] ~~SCOTTISH CARE~~ ALTA ~~ALTA~~
~~- NO COMMENT~~ - [redacted]
SATISFIED.

NE ¼ - 33 HENRY PRUDEN [redacted]
[redacted] NO ANSWER.

NE ¼ - 33 WALTER WHITFORD
[redacted]
Unable to locate nor reach by phone.

DEINES MICRO-FILM
SERVICES LTD.

Enclosure #3: Functional Servicing Report - Page 127 of 312

N ½ 33-61-13-4
S½ & NW¼-4-62-13-4
NE¼ 5-62-13-4

LAND CONSERVATION AND RECLAMATION COUNCIL
INSPECTION REPORT

_____ _____ LS. _____ SEC. _____ TP. _____ RGE. _____ W. _____ MER.

1. OWNER'S NAME E & NR (ALLAN LOOSE) ADDRESS [redacted]

   IF NOT CONTACTED, INDICATE WHY _____

   OWNER'S COMMENTS SATISFACTORY.

2. ~~OCCUPANT'S~~ OWNER NAME COUNTY #13 ADDRESS SMOKY LAKE, ALTA

   IF NOT CONTACTED, INDICATE WHY _____

   ~~OCCUPANT'S~~ OWNER COMMENTS SATISFACTORY.

3. RELEASE OBTAINED FROM OWNER/OCCUPANT TO RETAIN N/A

4. COMPANY REPRESENTATIVE CONTACTED: _____ YES _____ NO ✓

   COMMENTS _____

5. ORDER ISSUED YES _____ NO ✓ DATE _____ TIME _____

   WORK REQUIRED _____

6. TOPOGRAPHY OF ADJACENT AREA AND CURRENT USAGE ROLLING, BUSH PASTURE

7. INSPECTORS COMMENTS Access road outlined on survey sketch is an existing trail. County has built new roads in the area to service new residence and for the construction of a camp ground near the lake.

8. CONDITION OF LEASE ON FINAL INPSECTION DATE SEPT 25/79 TIME 1:40 P.M

   BRUSH TOTAL DEBRIS NIL ROCKS COMMON TO AREA SUMP NIL

   PITS NIL SOIL GREY WOODED CULTIVATION N/A CONTOUR ROLLING

   SEEDING YES FENCES NIL POWER LINES NIL OTHER _____

   COMMENTS New construction takes in portions of the access road outlined by the company.

Lorne K. Pitruka
MEMBER

OVER.

John Jurzyniec
MEMBER

DEINES MICRO-FILM
SERVICES LTD.

NE ¼ -5 OCCUPANT - GRAZING LEASE
MORRIS P. LUTZ
[redacted]
UNABLE TO LOCATE MOVED FROM CITY TO VILNA
NEW RESIDENCE UNOCCUPIED.

NW ¼ -4 APPLICATION FOR GRAZING PERMIT
ROY RUSSELL SHUPENIA.
[redacted] ALTA.
NO CONTACT - NO ANSWER AT CITY RESIDENCE

SE ¼ -4 DIRECTOR - VETERAN'S LAND ACT
473 · FEDERAL PUBLIC BLDG
EDMONTON, ALTA.
NO CONTACT

MRS. ANNIE PRUDEN - AGREEMENT FOR SALE
[redacted] ALTA
~~GOOD 1ST CARE~~ ~~ALTA~~
~~- NO COMMENT~~ - [redacted]
SATISFIED.

NE ¼ - 33 HENRY PRUDEN [redacted]
[redacted] NO ANSWER.

NE ¼ -33 WALTER WHITFORD
[redacted]
Unable to locate nor reach by phone.

DEINES MICRO-FILM
SERVICES LTD.

Alberta

ENVIRONMENT

Environmental Coordination Services
Land Conservation and
Reclamation Council

403/427-6212
Telex 037-2006, TWX 610-831-2636
11th Floor, Oxbridge Place
9820 - 106 Street
Edmonton, Alberta, Canada
T5K 2J6

County No. 13

Reclamation Certificate No. 18590

Pursuant to Section 51 subsection (1) of The Land Surface Conservation and Reclamation Act this is to certify that the surface of the land held by Bow Valley Exploration

within NE¼ Sec. 33 Tp. 61 Rge. 13 W. 4th Mer.
S½ & NW¼ Sec. 4, NE¼ Sec. 5, S½ Sec. 8 in
Tp. 62 Rge. 13 W. 4th Mer.

in connection with or incidental to an access road, as shown outlined in yellow on the plan attached hereto, was found to be in a satisfactory condition.

Dated at Vilna, Alberta

this 25 day of Sept., 1979

Land Conservation and
Reclamation Council

[redacted]

Member

[redacted]

Member

Bow Valley Exploration
Box 6610
Postal Station "D"
CALGARY, Alberta

Copy sent by REGISTERED MAIL to:

SEE ATTACHED SCHEDULE

Date:

October 9, 1979

[redacted]

S. Tracy
Secretary

DEINES MICRO-FILM
SERVICES LTD.

SCHEDULE TO RECLAMATION CERTIFICATE NO. 18590

Department of Energy &
Natural Resources
11th Floor, Petroleum Plaza
South Tower
9915 - 108 Street
EDMONTON, Alberta

County of Smoky Lake No. 13
SMOKY LAKE, Alberta

Department of Municipal
Affairs, Room 505
9925 - 107 Street
EDMONTON, Alberta

Morris P. Lutz
[redacted]

Roy Russell Shupenia
[redacted]

The Director
The Veteran's Land Act
473 Federal Public Bldg.
EDMONTON, Alberta

Mrs. Annie Pruden
[redacted]

DEINES MICRO-FILM
SERVICES LTD.

Plan Showing Survey Of

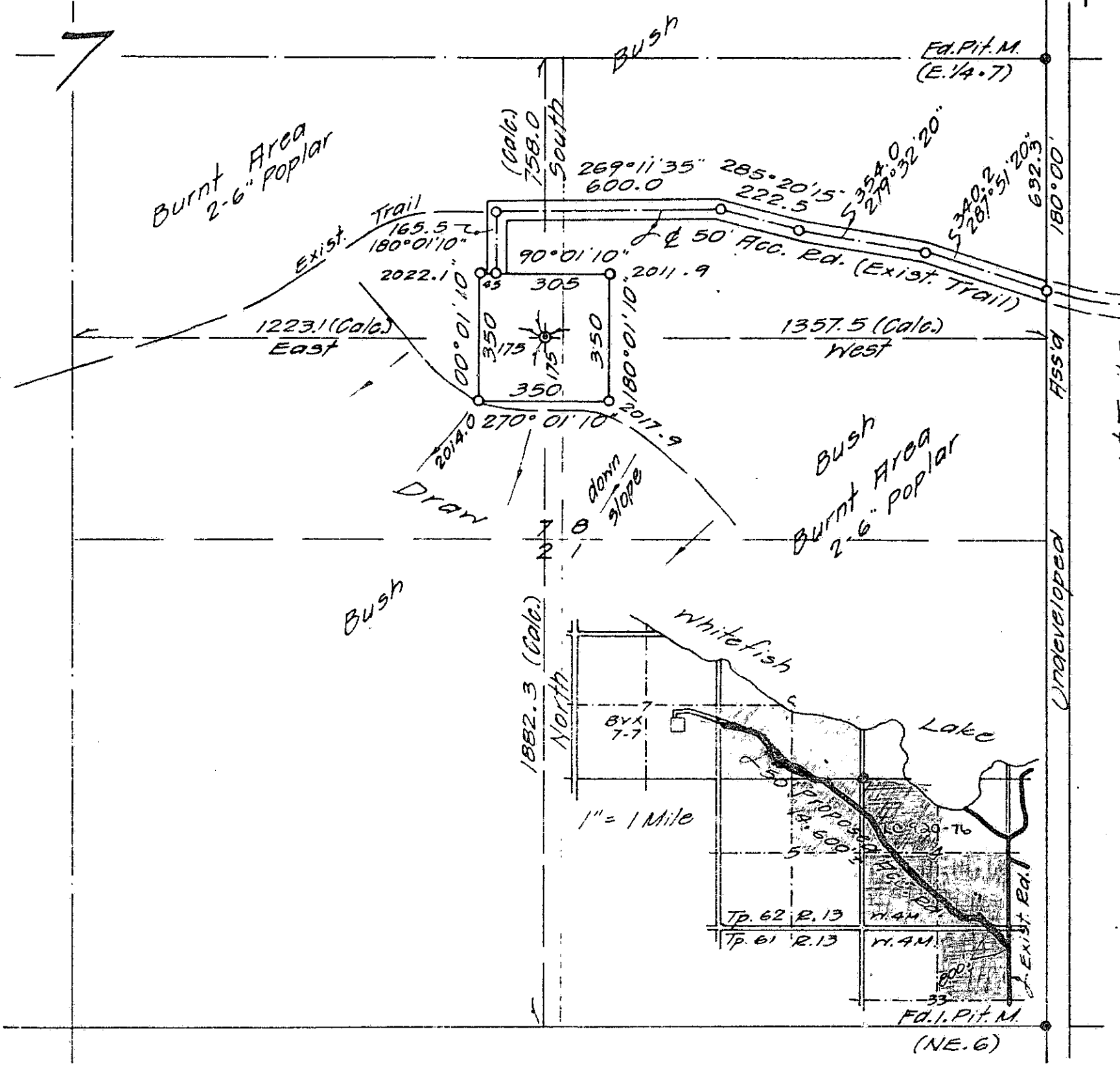
3VX et al Craigend 7-7-62-13

Well Site and Access Road (Proposed)

IN

L.S. 7 Sec. 7 Tp. 62 Rge. 13 W.4 M.

SCALE: 400' = 1"



I certify that the survey represented by this plan is correct and true to the best of my knowledge and was completed on the 16th day of November, 1976.

[redacted]

A.L.S.

[redacted]

Witness

ALL WEST SURVEYS

EDMONTON
CALGARY

OPERATOR:

Bow Valley Industries Ltd.

[redacted]

[redacted]

ELEVATION: 2021 Ground

CO-ORDINATES:

1882.3 ft. N. of S. Bdy.
1357.5 ft. W. of E. Bdy. } Sec. 7

AREAS:

	ACRES
Well Site =	2.81
Access Road =	1.93
Total =	4.74

Survey marks found shown thus: ●
Survey marks placed shown thus: O
Portions referred to outlined in red.
Distances are in feet and decimals.

DATUM: All-Can SM # 3742
Elev.: 1985.35

JOB NO E-650-76

DEINES MICRO-FILM SERVICES LTD.

BOLSON
ENGINEERING AND ENVIRONMENTAL SERVICES

APPENDIX I: *LAND TITLE SURVEY*

LAND TITLE CERTIFICATE

S

LINC	SHORT LEGAL	TITLE NUMBER
0023 217 763	4;13;62;4;NE	222 133 088 +1

LEGAL DESCRIPTION

MERIDIAN 4 RANGE 13 TOWNSHIP 62
SECTION 4
ALL THAT PORTION OF THE NORTH EAST QUARTER
DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTH EAST CORNER
OF THE SAID QUARTER SECTION, THENCE SOUTHERLY ALONG THE
EAST BOUNDARY THEREOF ELEVEN HUNDRED AND FIFTY (1150) FEET
THENCE WESTERLY AND AT RIGHT ANGLES TO THE SAID EAST
BOUNDARY SEVEN HUNDRED (700) FEET THENCE NORTHERLY AND
PARALLEL TO THE SAID EAST BOUNDARY TWO HUNDRED AND TWENTY
FIVE (225) FEET THENCE WESTERLY AND AT RIGHT ANGLES TO THE
SAID EAST BOUNDARY TO INTERSECTION WITH THE EAST SHORE OF
WHITEFISH LAKE AS SHOWN ON A PLAN OF SURVEY OF THE SAID
TOWNSHIP SIGNED AT OTTAWA ON THE 26TH DAY OF JUNE A.D. 1926.
THENCE NORTHERLY ALONG THE SINUOSITIES OF THE SAID LAKE TO
THE NORTH BOUNDARY OF THE SAID QUARTER SECTION, THENCE
EASTERLY ALONG THE SAID NORTH BOUNDARY TO THE POINT OF
COMMENCEMENT.
CONTAINING 10.80 HECTARES (26.75 ACRES) MORE OR LESS
EXCEPTING THEREOUT ALL MINES AND MINERALS
AND THE RIGHT TO WORK THE SAME

ESTATE: FEE SIMPLE

MUNICIPALITY: SMOKY LAKE COUNTY

REFERENCE NUMBER: 142 017 682

REGISTERED OWNER(S)

REGISTRATION	DATE(DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION
222 133 088	11/06/2022	TRANSMISSION OF LAND		

OWNERS

RODNEY ALLEN ROSYCHUK
[redacted]

(CONTINUED)

AND
BRYAN ROSYCHUK
[redacted]

ENCUMBRANCES, LIENS & INTERESTS

REGISTRATION NUMBER	DATE (D/M/Y)	PARTICULARS
5378PC	25/05/1967	CAVEAT RE : EASEMENT CAVEATOR - CANADIAN UTILITIES LIMITED.
1083VG	12/11/1974	CAVEAT CAVEATOR - WILLIAM ROYSCHUK
752 054 100	15/05/1975	UTILITY RIGHT OF WAY GRANTEE - THE COUNTY OF SMOKY LAKE NO. 13.

TOTAL INSTRUMENTS: 003

PENDING REGISTRATION QUEUE

DRR NUMBER	RECEIVED DATE (D/M/Y)	SUBMITTER	LAND ID
G005Z3U	30/05/2025	KYLE C. MCKINNEY PROFESSIONAL CORPORATION [redacted] CUSTOMER FILE NUMBER: 7-02827	
001		TRANSFER OF LAND	0023 217 763
002		MORTGAGE AMOUNT: [redacted]	0023 217 763
G0060KX	04/06/2025	GAFFNEY & MCGREER [redacted] CUSTOMER FILE NUMBER: 25.7083	
001		DISCHARGE	0023 217 763

TOTAL PENDING REGISTRATIONS: 002

DISCLAIMER: THE DOCUMENT INFORMATION REFLECTED IN THE PENDING REGISTRATION QUEUE HAS NOT BEEN VERIFIED BY LAND TITLES AND MAY BE SUBJECT TO CHANGE UPON REVIEW AND REGISTRATION.

(CONTINUED)

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN ACCURATE REPRODUCTION OF THE CERTIFICATE OF TITLE REPRESENTED HEREIN THIS 2 DAY OF JULY, 2025 AT 07:50 P.M.

ORDER NUMBER: 54181060

CUSTOMER FILE NUMBER:

END OF CERTIFICATE

THIS ELECTRONICALLY TRANSMITTED LAND TITLES PRODUCT IS INTENDED FOR THE SOLE USE OF THE ORIGINAL PURCHASER, AND NONE OTHER, SUBJECT TO WHAT IS SET OUT IN THE PARAGRAPH BELOW.

THE ABOVE PROVISIONS DO NOT PROHIBIT THE ORIGINAL PURCHASER FROM INCLUDING THIS UNMODIFIED PRODUCT IN ANY REPORT, OPINION, APPRAISAL OR OTHER ADVICE PREPARED BY THE ORIGINAL PURCHASER AS PART OF THE ORIGINAL PURCHASER APPLYING PROFESSIONAL, CONSULTING OR TECHNICAL EXPERTISE FOR THE BENEFIT OF CLIENT(S).

HISTORICAL LAND TITLE CERTIFICATE

TITLE CANCELLED ON JUNE 11,2022

S

LINC	SHORT LEGAL	TITLE NUMBER
0023 217 763	4;13;62;4;NE	142 017 682

LEGAL DESCRIPTION

MERIDIAN 4 RANGE 13 TOWNSHIP 62
SECTION 4
ALL THAT PORTION OF THE NORTH EAST QUARTER
DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTH EAST CORNER
OF THE SAID QUARTER SECTION, THENCE SOUTHERLY ALONG THE
EAST BOUNDARY THEREOF ELEVEN HUNDRED AND FIFTY (1150) FEET
THENCE WESTERLY AND AT RIGHT ANGLES TO THE SAID EAST
BOUNDARY SEVEN HUNDRED (700) FEET THENCE NORTHERLY AND
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SAID EAST BOUNDARY TO INTERSECTION WITH THE EAST SHORE OF
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TOWNSHIP SIGNED AT OTTAWA ON THE 26TH DAY OF JUNE A.D. 1926.
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THE NORTH BOUNDARY OF THE SAID QUARTER SECTION, THENCE
EASTERLY ALONG THE SAID NORTH BOUNDARY TO THE POINT OF
COMMENCEMENT.
CONTAINING 10.80 HECTARES (26.75 ACRES) MORE OR LESS
EXCEPTING THEREOUT ALL MINES AND MINERALS
AND THE RIGHT TO WORK THE SAME

ESTATE: FEE SIMPLE

MUNICIPALITY: SMOKY LAKE COUNTY

REFERENCE NUMBER: 142 017 681

REGISTERED OWNER(S)

REGISTRATION	DATE(DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION
142 017 682	15/01/2014	TRANSFER OF LAND	$530,000	ESTATE

OWNERS

ROSE B ROSYCHUK

[redacted]

(CONTINUED)

ENCUMBRANCES, LIENS & INTERESTS

REGISTRATION NUMBER	DATE (D/M/Y)	PARTICULARS
5378PC	25/05/1967	CAVEAT RE : EASEMENT CAVEATOR - CANADIAN UTILITIES LIMITED.
1083VG	12/11/1974	CAVEAT CAVEATOR - WILLIAM ROYSCHUK
752 054 100	15/05/1975	UTILITY RIGHT OF WAY GRANTEE - THE COUNTY OF SMOKY LAKE NO. 13.
222 133 088	11/06/2022	TRANSMISSION OF LAND OWNERS - RODNEY ALLEN ROSYCHUK [redacted] OWNERS - BRYAN ROSYCHUK EXECUTORS FOR ROSE B ROSYCHUK [redacted] NEW TITLE ISSUED

TOTAL INSTRUMENTS: 004

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ORDER NUMBER: 54181060

CUSTOMER FILE NUMBER:

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HISTORICAL LAND TITLE CERTIFICATE

TITLE CANCELLED ON JANUARY 15,2014

S

LINC	SHORT LEGAL	TITLE NUMBER
0023 217 763	4;13;62;4;NE	142 017 681

LEGAL DESCRIPTION

MERIDIAN 4 RANGE 13 TOWNSHIP 62
SECTION 4
ALL THAT PORTION OF THE NORTH EAST QUARTER
DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTH EAST CORNER
OF THE SAID QUARTER SECTION, THENCE SOUTHERLY ALONG THE
EAST BOUNDARY THEREOF ELEVEN HUNDRED AND FIFTY (1150) FEET
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ESTATE: FEE SIMPLE

MUNICIPALITY: SMOKY LAKE COUNTY

REFERENCE NUMBER: 852 037 574

REGISTERED OWNER(S)

REGISTRATION	DATE(DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION
142 017 681	15/01/2014	TRANSMISSION OF LAND		

OWNERS

ROSE B ROSYCHUK
[redacted]

(CONTINUED)

[redacted]

ENCUMBRANCES, LIENS & INTERESTS

REGISTRATION NUMBER	DATE (D/M/Y)	PARTICULARS
5378PC	25/05/1967	CAVEAT RE : EASEMENT CAVEATOR - CANADIAN UTILITIES LIMITED.
1083VG	12/11/1974	CAVEAT CAVEATOR - WILLIAM ROYSCHUK
752 054 100	15/05/1975	UTILITY RIGHT OF WAY GRANTEE - THE COUNTY OF SMOKY LAKE NO. 13.
142 017 682	15/01/2014	TRANSFER OF LAND OWNERS - ROSE B ROSYCHUK [redacted] NEW TITLE ISSUED

TOTAL INSTRUMENTS: 004

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ORDER NUMBER: 54181060

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HISTORICAL LAND TITLE CERTIFICATE

TITLE CANCELLED ON JANUARY 15,2014

S

LINC	SHORT LEGAL	TITLE NUMBER
0023 217 763	4;13;62;4;NE	852 037 574

LEGAL DESCRIPTION

MERIDIAN 4 RANGE 13 TOWNSHIP 62
SECTION 4
ALL THAT PORTION OF THE NORTH EAST QUARTER
DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTH EAST CORNER
OF THE SAID QUARTER SECTION, THENCE SOUTHERLY ALONG THE
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ESTATE: FEE SIMPLE

MUNICIPALITY: SMOKY LAKE COUNTY

REGISTERED OWNER(S)

REGISTRATION	DATE(DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION
852 037 574	26/02/1985			$70,000

OWNERS

[redacted]

ROSE ROSYCHUK

[redacted]

(CONTINUED)

ALBERTA T5B 2M5

ENCUMBRANCES, LIENS & INTERESTS

REGISTRATION NUMBER	DATE (D/M/Y)	PARTICULARS
5378PC	25/05/1967	CAVEAT RE : EASEMENT CAVEATOR - CANADIAN UTILITIES LIMITED.
1083VG	12/11/1974	CAVEAT CAVEATOR - WILLIAM ROYSCHUK
752 054 100	15/05/1975	UTILITY RIGHT OF WAY GRANTEE - THE COUNTY OF SMOKY LAKE NO. 13.
762 135 232	30/07/1976	CAVEAT CAVEATOR - ANDREW MOCHULSKI
042 389 337	10/09/2004	DISCHARGE OF CAVEAT 762135232
142 017 681	15/01/2014	TRANSMISSION OF LAND OWNERS - ROSE B ROSYCHUK EXECUTRIX FOR WILLIAM ROSYCHUK [redacted] NEW TITLE ISSUED

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Appendix C: Stormwater Management Report

STORMWATER MANAGEMENT AND HYDRAULIC ASSESSMENT REPORT

Sunset Ridge Estates at Whitefish Lake

Smoky Lake County, Alberta

Project Name	Sunset Ridge Estates at Whitefish Lake
Legal Description	Pt. NE-4-62-13-W4M, Smoky Lake County, Alberta
Proponent	2803870 Alberta Ltd.
Authority	Smoky Lake County
Project Number	2500600
Report Date	June 2026
Governing Standard	Smoky Lake Region REDS (July 2023)

Prepared for:

2803870 Alberta Ltd.

[redacted]

Prepared by:

PRI Engineering Corp.

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Version Control and Revision History

Version	Date	Prepared By	Reviewed By	Approved By	Notes / Revisions
A	2026-06-09	M. Pirestani	K. Qavami	P. Kundzins	Issued for Review
B	2026-06-11	M. Pirestani	K. Qavami	P. Kundzins	Issued for Approval

Confidentiality Statement

This report has been prepared by PRI Engineering Corp. exclusively for 2803870 Alberta Ltd. in support of the proposed Sunset Ridge Estates at Whitefish Lake (Project No. 2500600) in Smoky Lake County, Alberta. This document contains commercial, technical, and professional information developed specifically for the intended project and client. The contents of this report are considered confidential and are provided solely for the use of the Client, their agents, and applicable regulatory authorities for the purposes described herein. No part of this report may be reproduced, distributed, or disclosed, in whole or in part, to any third party without the prior written consent of PRI Engineering Corp., except as required for regulatory review or approval processes.

Limitations of Report

This report has been prepared by PRI Engineering Corp. for the exclusive use of 2803870 Alberta Ltd., their representatives, and applicable regulatory authorities in support of the proposed Sunset Ridge Estates at Whitefish Lake (Project No. 2500600). The report is intended solely for the purpose described herein and should not be used or relied upon for any other project or purpose without the express written consent of PRI Engineering Corp.

The analyses, findings, and recommendations presented in this report are based on available data, assumptions, and conditions at the time of preparation. PRI Engineering Corp. does not accept responsibility for the accuracy, completeness, or reliability of information provided by others and has not independently verified such information unless specifically noted. Changes in site conditions, design parameters, or available data may affect the conclusions presented in this report.

Site Investigation Waiver Statement

No intrusive field investigation activities were undertaken as part of this assignment. The analyses presented in this report are based on available background information, design drawings, and assumed site conditions representative of the project area. Where applicable, information regarding underground utilities and site constraints has been obtained from available records and/or provided by others. PRI Engineering Corp. has not independently verified the accuracy or completeness of this information and assumes no responsibility for errors or omissions associated with third-party data.

Executive Summary

2803870 Alberta Ltd. engaged PRI Engineering Corp. to complete a Stormwater Management and Hydraulic Assessment for the proposed Sunset Ridge Estates at Whitefish Lake (Project No. 2500600), located in Smoky Lake County, Alberta. The project consists of a 15-lot rural residential subdivision with lot sizes ranging from approximately 0.34 ha to 0.73 ha, accessed by an internal roadway connecting to Range Road 133.

The objective of this assessment is to characterize the site hydrology, estimate runoff under existing conditions, and evaluate the hydraulic capacity of the proposed ditch and culvert drainage system to safely convey stormwater without adversely impacting downstream lands or the receiving environment.

Given the rural nature of the development and the absence of municipal storm sewer infrastructure, the stormwater management strategy relies on natural drainage patterns, overland flow routing, roadside ditches, and a culvert crossing. The design approach emphasizes maintaining existing drainage conditions and minimizing increases in runoff.

The analysis was carried out in accordance with the Smoky Lake Region Engineering Design Standards (REDS) and standard engineering practices. The scope of work included:

- Assessment of existing site conditions (topography, land use, and drainage patterns);
- Determination of hydrologic parameters (including time of concentration, rainfall intensity, and runoff coefficient);
- Estimation of peak runoff using the Rational Method;
- Evaluation of climate change impacts through increased rainfall intensity scenarios;
- Hydraulic analysis of the proposed culvert and trapezoidal ditch system; and
- Verification of system capacity under design conditions.

The hydrologic analysis was based on a contributing drainage area of approximately 2.9 hectares, representing the portion of the site draining to the proposed conveyance system. Peak runoff was estimated using the Rational Method with a runoff coefficient of 0.30, a time of concentration of approximately 20 minutes, and rainfall intensities derived from EPCOR IDF data. The resulting peak discharge for the design event is approximately 0.146 m^3/s. Applying a 15% climate change adjustment yields an adjusted peak discharge of approximately 0.167 m^3/s.

The hydraulic assessment demonstrates that the proposed drainage infrastructure provides adequate capacity to convey the design flows. A 600 mm diameter culvert, consistent with REDS requirements, is sufficient to convey the design discharge under partial flow conditions (supercritical). The proposed trapezoidal ditch conveys flow under subcritical conditions with stable velocities and adequate freeboard, minimizing the risk of erosion and overtopping.

Overall, the results indicate that the stormwater management system is appropriate for the site conditions and rural development context. The design maintains natural drainage patterns, supports infiltration, and ensures that runoff is conveyed safely to the downstream receiving area within the Whitefish Lake watershed. The proposed stormwater management approach meets applicable REDS criteria and demonstrates that the development can proceed without causing adverse impacts to downstream properties or the surrounding environment.

Summary of Key Hydrologic and Hydraulic Parameters

Table I — Summary of Stormwater Management Parameters – Sunset Ridge Estates at Whitefish Lake

Parameter	Description	Value
Project Name	Sunset Ridge Estates at Whitefish Lake	File No. 2500600
Location	Smoky Lake County, Alberta	—
Development Type	Rural residential subdivision	15 lots
Contributing Drainage Area	Area draining to ditch/culvert system	2.9 ha
Land Use	Agricultural / Rural Residential	—
Time of Concentration (Tc)	Including inlet time	~20 minutes
Design Storm Event	Basis for runoff estimation	1:10-year
Rainfall Intensity (I)	EPCOR IDF (10-year)	60.23 mm/hr
Climate-Adjusted Intensity	+15% increase	69.26 mm/hr
Runoff Coefficient (C)	Rural/Agricultural	0.30
Base Case Peak Flow (Q)	Rational Method result	0.146 m³/s
Climate-Adjusted Peak Flow	With 15% increase	0.167 m³/s
Culvert Diameter	Minimum per REDS	600 mm
Culvert Design Flow	Hydraulic assessment basis	0.20 m³/s
Culvert Flow Condition	Hydraulic regime	Partial flow / Supercritical
Culvert Velocity	Under design flow	2.98 m/s
Channel Type	Drainage ditch geometry	Trapezoidal
Channel Bottom Width	Design parameter	1.5 m
Channel Side Slopes	H:V	1.5:1
Channel Flow Depth	Under design flow	0.13 m
Channel Velocity	Mean flow velocity	0.92 m/s
Channel Freeboard	Safety allowance	0.30 m

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1. Introduction

The proposed development, known as the Sunset Ridge Estates at Whitefish Lake, is located within Smoky Lake County, Alberta. The project involves the subdivision of the existing parcel into 15 country residential lots, with individual lot sizes ranging from approximately 0.34 ha to 0.73 ha. The development is intended to support low-density rural residential use, consistent with the surrounding land use context, and will be accessed via a proposed internal municipal roadway connecting to Range Road 133. Municipal servicing, including storm sewer infrastructure, is not currently available at the site. As a result, stormwater management will rely primarily on natural drainage patterns, overland flow routes, culvert, and roadside ditch. The site's existing conditions, including topography, vegetation, and drainage characteristics, play a critical role in defining the overall stormwater management approach and ensuring that runoff is safely conveyed without adversely affecting downstream lands or receiving systems.

2. Design Criteria

2.1 Basis of Design and Methodology

The purpose of this stormwater analysis is to evaluate the hydrologic conditions of the proposed Sunset Ridge Estates at Whitefish Lake and to establish baseline runoff characteristics for comparison with post-development conditions and future stormwater management planning. The analysis was conducted in accordance with the Smoky Lake Region Engineering Design Standards (REDS), Section B3 – Storm Drainage Systems, which define the governing criteria for drainage design within the region. Although the development is rural in nature and does not include a municipal storm sewer system, the hydrologic principles outlined in REDS were applied to ensure consistency with municipal expectations at the subdivision approval stage. The methodology follows standard engineering practices, including use of the Rational Method, selection of appropriate design storms, and application of EPCOR IDF rainfall data. Existing site conditions, including land use, topography, and drainage patterns, were considered in determining key parameters such as time of concentration and runoff coefficients.

This analysis supports the subdivision application process by ensuring that the proposed development will not adversely impact downstream drainage systems and will comply with regional stormwater management requirements. While climate change adjustments are not explicitly required by REDS, they have been incorporated in accordance with provincial and municipal guidance to provide a more forward-looking assessment, consistent with accepted engineering practices in Alberta.

2.2 Design Storm Selection

Design storm selection for the proposed development is based on the requirements outlined in the Smoky Lake Region REDS, which establish criteria for drainage system design. For the minor system, including roadside ditches and local drainage pathways, REDS requires a 1:5-year return period storm (Q5). For consistency with hydrologic analysis and to maintain alignment with municipal standards, all runoff calculations presented in this study are based on the 1:10-year (Q10) event for the minor system, which provides a conservative design basis.

2.3 Rainfall Data (IDF Curves)

Rainfall intensities used in the analysis were obtained from the EPCOR IDF curves for the Edmonton Region (1984–2020), in accordance with REDS requirements. The IDF curves relate rainfall intensity to storm duration and return period and are used together with the time of concentration Tc to select appropriate design values. Once Tc is determined, representing the time for runoff to travel across the site, the corresponding duration is selected from the IDF Table 1 and the rainfall intensity is obtained for the required return period.

Table 1 — IDF Curve-Intensity, Edmonton 11 Rain Gauges Upper Bound, IDF Period 1984–2020 (EPCOR, April 2025)

Time		Return Frequency						
Minutes	Hours	2-yr	5-yr	10-yr	25-yr	50-yr	100-yr	200-yr
5	0.083	67.77	91.63	109.91	134.89	154.95	178.71	204.47
10	0.167	49.93	69.74	85.11	105.76	121.96	141.46	164.04
15	0.250	40.23	57.08	70.24	87.87	101.65	118.37	138.35
20	0.333	34.04	48.72	60.23	75.66	87.75	102.50	120.42
25	0.417	29.71	42.74	52.97	66.73	77.57	90.83	107.10
30	0.500	26.47	38.23	47.45	59.89	69.76	81.84	96.77
35	0.583	23.96	34.68	43.08	54.46	63.55	74.69	88.50
40	0.667	21.95	31.82	39.54	50.04	58.48	68.84	81.70
45	0.750	20.29	29.45	36.60	46.35	54.26	63.95	76.01
50	0.833	18.90	27.45	34.12	43.24	50.68	59.81	71.16
55	0.917	17.71	25.74	31.99	40.56	47.60	56.23	66.97
60	1	16.69	24.26	30.14	38.23	44.92	53.12	63.32
120	2	10.26	14.90	18.42	23.40	27.76	33.10	39.65
180	3	7.66	11.10	13.66	17.35	20.70	24.81	29.77
240	4	6.22	8.98	11.01	13.98	16.76	20.15	24.20
360	6	4.62	6.64	8.10	10.28	12.39	14.97	18.00
720	12	2.78	3.95	4.77	6.03	7.35	8.96	10.78
1440	24	1.66	2.34	2.79	3.52	4.34	5.34	6.43

2.4 Time of Concentration

The time of concentration (Tc) was estimated using the Hathaway formula, which is suitable for natural watersheds and accounts for flow length, slope, and surface roughness. The Hathaway equation is:

$$t_c = \frac{(rL)^{0.467}}{1.65\, S^{0.234}}$$

Where L is the total stream length (km), S is the average slope (m/m), and r is the roughness coefficient representing surface conditions. Based on site characteristics, a flow length of 0.220 km, an average slope of 0.067, and a roughness coefficient of 0.10 (smooth, bare packed soil) were adopted, yielding a travel time of approximately 11.4 minutes (0.19 hours). Including the REDS inlet time allowance (Table 2), the total time of concentration is approximately 20 minutes.

Table 2 — Inlet Time

Catchment Area	Imperviousness (%)		
	30	50	>70
8 ha or less	8 mins	8 mins	5 mins
Between 8 ha and 40 ha	9.2 mins	9.2 mins	6 mins
40 ha or greater	10.4 mins	10.4 mins	7.25 mins

2.5 Rainfall Intensity Selection

Based on the total time of concentration of approximately 20 minutes and the 1:10-year return period, the corresponding rainfall intensity was selected from the EPCOR IDF curves. A conservative design Tc of 20 minutes was adopted, consistent with standard design practice (Table 3).

Table 3 — Rainfall Intensity Selection

Parameter	Value
Duration	20 minutes (based on Tc)
Return period	10-year
Rainfall Intensity	60.23 mm/hr

2.6 Runoff Coefficient

The runoff coefficient (C) represents the fraction of rainfall that becomes surface runoff and is a key parameter in the Rational Method. The site is characterized by predominantly agricultural and rural land use. Based on the EPCOR stormwater design guidelines, the recommended coefficient for Agricultural/Rural Residential areas is approximately 0.30, reflecting relatively high infiltration capacity and lower imperviousness compared to urban development (Table 4).

Table 4 — Runoff Coefficients Based on the EPCOR Stormwater Design Guidelines

Zoning or Classification Designation Per Bylaw # 20001[1]	Zoning Category/Description Per Bylaw # 20001	Runoff[2] Coefficient " C "
RVSA, NA	River Valley	0.2
PS, PSN	Open Spaces/Civic Services	0.3[3]
AG, FD, RR	Agricultural/Rural Residential	0.3
UF	Urban Facilities	0.6
RS, RSF	Residential (Low Density)	0.65 or 0.7[4]
RSM, RM, RL	Residential (High Density)	0.7 or 0.75[4]
CN, MUN	Neighbourhood Commercial/Mixed Use	0.8 to 0.9[5]
CB, CG, MU	Commercial/Mixed Use	0.85 to 0.95[5]
BE, IH, IM	Industrial	0.85 to 0.95[5]

[1] For zonings not shown in this table, the runoff coefficient "C" and the percentage of imperviousness area shall be estimated by the designer and runoff coefficient determined in consultation with EPCOR.
[2] Minimum design values to be used without specific area analysis. To be used only for calculation of peak runoff rates by the rational method.
[3] Runoff coefficient is valid for Open Spaces with minimal hard surfacing. Open Spaces that will have plaza areas or significant allocations for hard-surfaced sports fields must have a runoff coefficient assigned based on a percentage of impervious area estimated by the designer.
[4] Lower value may be used when the catchment area considers the lot only. Higher value must be used when the calculation includes the road ROW frontage and backage.
[5] Lower value may be used for developments incorporating landscaped areas (boulevards, islands, etc.) into the parking lot design.

2.7 Climate Change Consideration

Although the Smoky Lake Region REDS does not explicitly require incorporation of climate change in stormwater design, its potential impact was considered in this analysis in accordance with provincial and national engineering guidance. To account for possible increases in rainfall intensity, the EPCOR IDF intensities were conservatively increased by 15%, consistent with Alberta guidelines and accepted engineering practice:

$$I_{cc} = 1.15 \times 60.23 = 69.26 \text{ mm/hr}$$

3. Runoff Calculation

The runoff calculation was undertaken to quantify the hydrologic response of the site under natural conditions prior to any proposed development. This analysis establishes a baseline for comparison with post-development conditions and is essential for determining allowable discharge rates in accordance with Smoky Lake Region requirements.

3.1 Site Characteristics

The runoff analysis focused on the portion of the site that contributes drainage to the ditch and culvert system. Runoff from the northern portion flows outside the project boundary and the western portion naturally drains toward Whitefish Lake. Accordingly, a reduced contributing drainage area of approximately 2.9 hectares (Figure 1) was used for the runoff calculation. This area is characterized by predominantly agricultural and rural land use with a moderate slope of approximately 5%, draining generally from the northeast toward the southwest. These conditions indicate relatively permeable soils with limited impervious surfaces and a moderate runoff response.

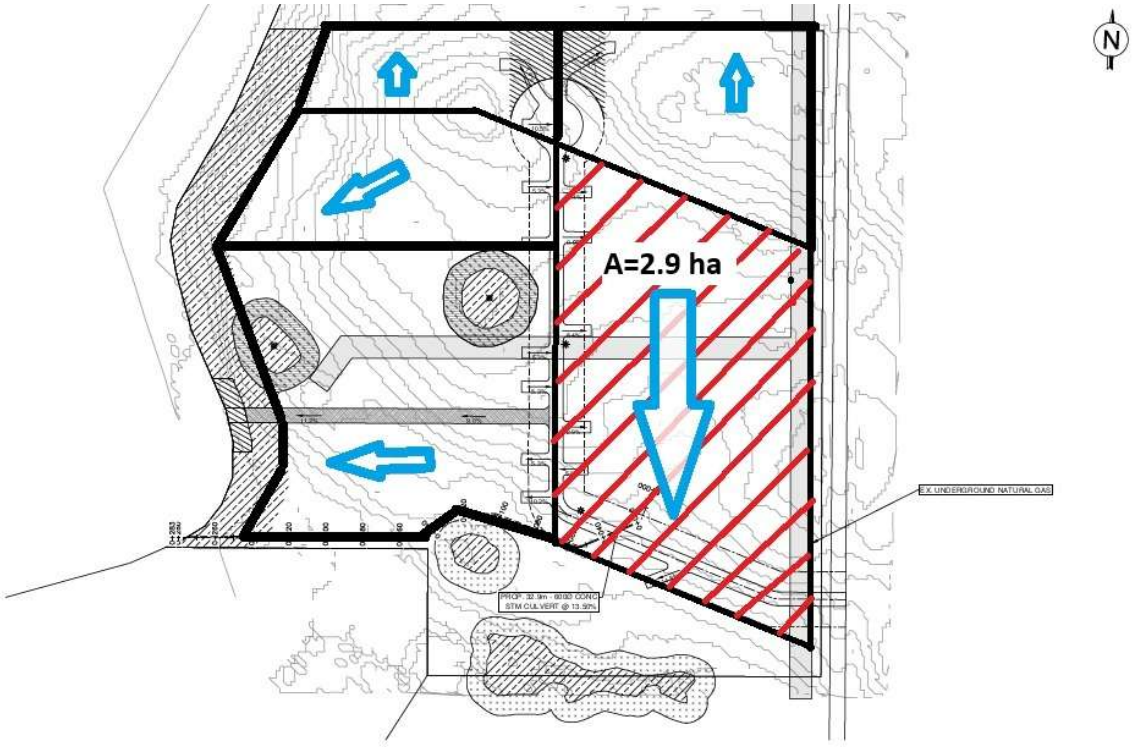


Figure 1 — Contributing Drainage Area for Runoff Analysis

3.2 Methodology

Runoff was estimated using the Rational Method, which is recommended under REDS for catchment areas less than 65 hectares:

$$Q = \frac{CIA}{360}$$

Where Q = peak flow (m³/s), C = runoff coefficient, I = rainfall intensity (mm/hr), and A = drainage area (ha).

3.3 Base Case (REDS Compliance)

The base case runoff was calculated using the Rational Method with the design parameters described above, representing the 1:10-year storm event. The calculation summary is presented in Table 5.

Table 5 — Runoff Calculation (Base Case)

Parameter	Description	Value
Tc	Time of Concentration	20 min
I	Rainfall Intensity (10-year, 20-min)	60.23 mm/hr
C	Runoff Coefficient (Rural/Agricultural)	0.30
A	Drainage Area	2.9 ha
Q	Peak Runoff	0.146 m³/s

3.4 Climate Change Scenarios

Two supplementary scenarios were evaluated to provide a forward-looking estimate of peak runoff: (1) a 15% increase in rainfall intensity and (2) application of the 1:10-year storm as a conservative alternative. These scenarios support a robust comparison against the base case to ensure the drainage system design remains resilient under future climate conditions (Table 6).

Table 6 — Runoff Calculation (Climate Change Scenario)

Scenario	Rainfall Intensity (mm/hr)	Runoff Coefficient (C)	Area (ha)	Peak Flow Q (m³/s)
Base Case (Q10)	60.23	0.30	2.9	0.146
+15% Climate Increase	69.26	0.30	2.9	0.167

3.5 Summary of Results

Based on a contributing drainage area of 2.9 hectares, a Tc of 20 minutes, and EPCOR IDF rainfall intensities, the Rational Method yields a base case peak flow of approximately 0.146 m³/s. Applying a 15% climate change adjustment increases this to 0.167 m³/s. These results confirm that drainage is governed by natural overland flow and ditch conveyance, and provide the basis for designing appropriate stormwater management infrastructure.

4. Hydraulic Capacity Assessment of Ditch and Culvert System

4.1 Introduction

The hydraulic assessment evaluates the ability of the proposed conveyance infrastructure to safely accommodate calculated runoff flows. The analysis focuses on determining whether the ditch and culvert can effectively convey peak flows without overtopping, erosion, or adverse impacts on upstream or downstream conditions, and verifies that the system meets applicable REDS criteria.

4.2 Assessment Criteria

Hydraulic capacity was assessed in accordance with REDS criteria and standard engineering practices using Manning's equation for open channels and standard culvert design methods. The assessment ensures flows remain within channel capacity without overtopping, erosion, or adverse upstream impacts, while maintaining adequate freeboard. The following land development considerations were also evaluated:

- **Land Development:**

Each lot has an area of approximately 0.7–0.9 ha with an estimated building footprint of about 0.04 ha (approximately 5%). Roof drainage will be directed to on-site infiltration systems (e.g., underground gravel pits) to minimize any increase in runoff and promote infiltration.

- **Slope:**

The overall drainage direction will remain unchanged. Site grading may reduce steeper slopes to more moderate gradients, potentially resulting in a slight reduction in runoff velocity and peak flow.

- **Access Road:**

The proposed access road will be unpaved and is not expected to significantly increase runoff given its relatively permeable surface characteristics.

4.3 Culvert Design

A culvert is required to convey runoff beneath the proposed access roadway and safely discharge flows toward the downstream receiving area (Whitefish Lake). In accordance with REDS requirements, a minimum culvert diameter of 600 mm was adopted to satisfy roadway crossing standards and ensure adequate hydraulic capacity. The culvert design is based on a design discharge of 0.20 m^3/s and a longitudinal slope of 0.0345%, representing site grading conditions.

Hydraulic analysis indicates that the culvert operates under partially full (open channel) flow conditions, with a calculated flow depth of approximately 0.18 m, which is significantly lower than the full pipe diameter. This confirms that the culvert has substantial available capacity and is not operating under pressurized (full flow) conditions. The corresponding flow area of 0.07 m^2 and wetted perimeter of 0.69 m define the hydraulic section, supporting efficient flow conveyance. The calculated flow velocity of approximately 2.98 m/s indicates that water moves efficiently through the culvert without causing excessive upstream backwater effects.

The calculated Froude number of 1.48 classifies the flow as supercritical, meaning the flow is rapid and primarily controlled by upstream conditions. While supercritical flow can lead to higher energy levels, the relatively shallow flow depth and short culvert length limit potential adverse effects. Nonetheless, appropriate inlet and outlet protection (e.g., riprap aprons) may be considered to dissipate energy and prevent localized erosion at discharge points (Table 7).

Overall, the analysis demonstrates that the 600 mm culvert provides more than adequate hydraulic capacity, operating well within acceptable limits under the design flow conditions. The combination of partial flow depth, high conveyance efficiency, and stable hydraulic parameters confirms that the culvert will safely pass the design runoff without risk of overtopping, surcharging, or upstream flooding.

Table 7 — Culvert Hydraulic Calculation Summary

Parameter	Description	Value
Culvert Diameter	Minimum size (REDS requirement)	600 mm
Discharge (Q)	Design flow rate	0.20 m³/s
Slope (S)	Channel slope	0.0345%
Flow Depth (d)	Depth of flow in culvert	0.18 m
Velocity (V)	Flow velocity	2.98 m/s
Flow Area (A)	Cross-sectional flow area	0.07 m²
Wetted Perimeter	Flow contact length	0.69 m
Froude Number		1.48
Flow Condition	Hydraulic regime	Supercritical flow

4.4 Channel Design

The proposed drainage channel is designed as a trapezoidal ditch to safely convey runoff while maintaining hydraulic stability and minimizing erosion potential. This type of channel is well suited for rural drainage systems due to its structural simplicity, ease of construction, and ability to accommodate variable flow conditions. The channel may consist of compacted granular material lining for slopes up to approximately 4%, which provides adequate resistance to erosion under moderate flow velocities. For steeper sections exceeding 5%, additional protection such as 10–25 kg riprap is recommended to ensure channel stability and prevent bed and side slope erosion. A minimum longitudinal slope of 2% was adopted to maintain positive drainage and avoid ponding or sediment deposition within the channel.

The hydraulic design is based on a design discharge of 0.20 m³/s and incorporates a channel geometry consisting of a bottom width of 1.50 m, side slopes of 1.5H:1V, and a Manning's roughness coefficient of 0.033, representative of a natural or granular-lined channel. Hydraulic calculations indicate a flow depth of approximately 0.13 m and a flow velocity of 0.92 m/s, which falls within acceptable limits for erosion control in mild to moderately resistant soils. The calculated flow area of 0.22 m², top width of 1.88 m, and wetted perimeter of 1.96 m confirm that the selected geometry provides sufficient capacity for the design flow. The resulting Froude number of 0.88 indicates subcritical flow conditions, meaning the flow is stable, controlled by downstream conditions, and not susceptible to rapid changes in depth or velocity.

To ensure operational safety, a freeboard of 0.30 m was incorporated above the design water level, resulting in a total channel depth of 0.50 m. This additional capacity provides a margin of safety for flow variability, potential sediment accumulation, and extreme storm events. Overall, the hydraulic analysis confirms that the proposed trapezoidal ditch geometry offers adequate conveyance capacity, stable flow conditions, and sufficient freeboard, making it suitable for reliably managing runoff under the design conditions (Table 8).

The calculated flow velocity of 0.92 m/s was compared with typical permissible velocities for channel materials to assess erosion risk. This velocity falls within the acceptable range for compacted granular or lightly vegetated channels, indicating a low potential for erosion under design conditions. For sections with steeper slopes or where higher velocities may occur, additional protection using 10–25 kg riprap is recommended to ensure long-term channel stability. Overall, the channel design is considered hydraulically stable with adequate resistance to erosion.

Table 8 — Ditch-Channel Hydraulic Calculation Summary

Parameter	Description	Value
Channel Type	Geometry	Trapezoidal
Discharge (Q)	Design flow	0.20 m³/s
Channel Slope (S)	Longitudinal slope	0.02 m/m (2%)
Manning's n	Roughness coefficient	0.033
Bottom Width (B)	Channel base width	1.50 m
Side Slopes (z)	Horizontal to vertical ratio	1.5:1
Flow Depth (d)	Water depth	0.13 m
Velocity (V)	Flow velocity	0.92 m/s
Flow Area (A)	Cross-sectional area	0.22 m²
Top Width (T)	Surface width	1.88 m
Wetted Perimeter	Contact length	1.96 m
Freeboard	Safety allowance	0.30 m
Total Depth (H)	Channel depth	0.50 m
Froude Number		0.88
Flow Condition	Hydraulic regime	Subcritical flow

5. Conclusions

The runoff analysis and hydraulic assessment demonstrate that the proposed drainage system is capable of safely conveying the design flows under the selected conditions. Based on a contributing drainage area of approximately 2.9 hectares, the calculated peak runoff is approximately 0.146 m³/s, with a climate-adjusted value of 0.167 m³/s reflecting a 15% increase in rainfall intensity. These results indicate a moderate runoff response consistent with the site's agricultural land use, relatively permeable soils, and natural drainage patterns.

The hydraulic assessment confirms that both the proposed ditch and culvert systems have adequate capacity to convey the design flows without overtopping or causing adverse impacts. The 600 mm diameter culvert operates under partial flow / supercritical conditions at the design discharge and provides sufficient hydraulic capacity. The proposed trapezoidal channel geometry provides stable subcritical flow conditions, acceptable velocities, and adequate freeboard to prevent overtopping.

Overall, the drainage system is appropriately designed to maintain existing drainage patterns and ensure safe, controlled runoff conveyance toward the downstream receiving area. The proposed stormwater management approach meets applicable Smoky Lake Region Engineering Design

Standards (REDS) criteria and reflects standard engineering practices suitable for rural developments.

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Appendix D: Historic Resource Assessment

APPENDIX D:

Historic Resource Assessment

Date Report Completed	Feb 4, 2026
Consultant	Lifeways of Canada

Alberta

HRA Number: 4835-25-0072-002
February 04, 2026

Historical Resources Act Approval with Conditions

Proponent: Massif Energy Ltd.
2 Cavan Road, Sherwood Park, AB T8H 2K7
Contact: Austin Zacharko

Agent: Lifeways of Canada Limited
Contact: Brian Vivian

Project Name: **Sunset Ridge Estates at Whitefish Lake**

Project Components: Country Residential Subdivision

Application Purpose: Requesting HRA Approval / Requirements

Historical Resources Act approval is granted for the activities described in this application and its attached plan(s)/sketch(es) subject to the following conditions.

[redacted]
David Link
Assistant Deputy Minister
Heritage Division
Alberta Arts, Culture and Status of Women

SCHEDULE OF CONDITIONS

ARCHAEOLOGICAL RESOURCES

Historical Resources Act approval is granted in relation to archaeological resources, subject to the conditions outlined below.

1. The following *Historical Resources Act* conditions are based on the results of Historic Resources Impact Assessment studies carried out by Lifeways of Canada Limited under Archaeological Research Permit no. 25-153.
2. Avoidance or additional studies are required at the following sites: GcOx-3 and GcOx-4. A map and shapefile are attached to facilitate avoidance of the site areas.
3. Development activities may proceed in all other area of the footprint.
4. Site-specific conditions and approvals are as follows:

SITE	HRV	SITE DESCRIPTION	CONDITIONS/APPROVAL
GcOx-3	4	scatter >10	This archaeological site requires avoidance or additional studies. If avoidance is not feasible, then the Stage 1

SCHEDULE OF CONDITIONS (continued)

			investigation requirements are as follows: (a) systematic shovel testing at 5 m intervals across the site area, and in each cardinal direction from positive shovel tests on the edge of the site boundary, to inform the placement of excavation blocks. (b) excavation of a Stage 1 sample of 15 square metres, divided into no more than three excavation blocks. (c) excavation depth must proceed to at least 40 cm below ground surface, or the depth at which it can be confidently demonstrated that all buried cultural deposits within the excavation block have been exposed, recorded and collected. (d) a single site datum must be established for the duration of the excavation. The horizontal and vertical elevation of the site datum must be recorded, while the southwestern corner of every excavation block opened on the site must be recorded horizontally and vertically in relation to the site datum. This information must be provided in a table that appears in all Interim and Final Reports that are submitted for this project, and the location of the site datum must be illustrated on all site planview maps. (e) if suitable organic samples in intact buried contexts are identified, collection and processing of at least one radiocarbon dating sample must be undertaken. The results of the dating must be reported in the Stage 1 investigation final report. (f) should the excavation in the Stage 1 block provide results that are significantly less than what was anticipated, consultation must be undertaken with the Alberta Arts, Culture and Status of Women staff archaeologist to determine whether there is sufficient reason to continue excavation in that block. Depending on the results of the Stage 1 investigation, Stage 2 investigation may be required.
GcOx-4	4	campsite	This archaeological site requires avoidance or additional studies. If avoidance is not feasible, then the Stage 1 investigation requirements are as follows: (a) systematic shovel testing at 5 m intervals across the site area to inform the placement of excavation blocks. (b) excavation of a Stage 1 sample of 20 square metres, divided into no more than three excavation blocks. (c) excavation depth must proceed to at least 40 cm below ground surface, or the depth at which it can be confidently demonstrated that all buried cultural deposits within the excavation block have been exposed,

SCHEDULE OF CONDITIONS (continued)

recorded and collected.

(d) a single site datum must be established for the duration of the excavation. The horizontal and vertical elevation of the site datum must be recorded, while the southwestern corner of every excavation block opened on the site must be recorded horizontally and vertically in relation to the site datum. This information must be provided in a table that appears in all Interim and Final Reports that are submitted for this project, and the location of the site datum must be illustrated on all site planview maps.

(e) if suitable organic samples in intact buried contexts are identified, collection and processing of at least one radiocarbon dating sample must be undertaken. The results of the dating must be reported in the Stage 1 investigation final report.

(f) should the excavation in the Stage 1 block provide results that are significantly less than what was anticipated, consultation must be undertaken with the Alberta Arts, Culture and Status of Women staff archaeologist to determine whether there is sufficient reason to continue excavation in that block.

Depending on the results of the Stage 1 investigation, Stage 2 investigation may be required.

PALAEONTOLOGICAL RESOURCES

There are no *Historical Resources Act* requirements associated with palaeontological resources; however, the proponent must comply with Standard Requirements under the *Historical Resources Act*: Reporting the Discovery of Historic Resources, which are applicable to all land surface disturbance activities in the Province.

INDIGENOUS TRADITIONAL USE SITES

There are no *Historical Resources Act* requirements associated with Indigenous traditional use sites of a historic resource nature; however, the proponent must comply with Standard Requirements under the Historical Resources Act: Reporting the Discovery of Historic Resources, which are applicable to all land surface disturbance activities in the Province.

HISTORIC STRUCTURES

There are no *Historical Resources Act* requirements associated with historic structures; however, the proponent must comply with Standard Requirements under the *Historical Resources Act*: Reporting the Discovery of Historic Resources, which are applicable to all land surface disturbance activities in the Province.

SCHEDULE OF CONDITIONS (continued)

PROVINCIALLY DESIGNATED HISTORIC RESOURCES

There are no *Historical Resources Act* requirements associated with Provincially Designated Historic Resources; however, the proponent must comply with Standard Requirements under the *Historical Resources Act*: Reporting the Discovery of Historic Resources, which are applicable to all land surface disturbance activities in the Province.

ADDITIONAL COMMENTS

1. To obtain contact information for consultants qualified to undertake the assessment work specified above, please consult the list of Alberta Historic Resource Consultants.

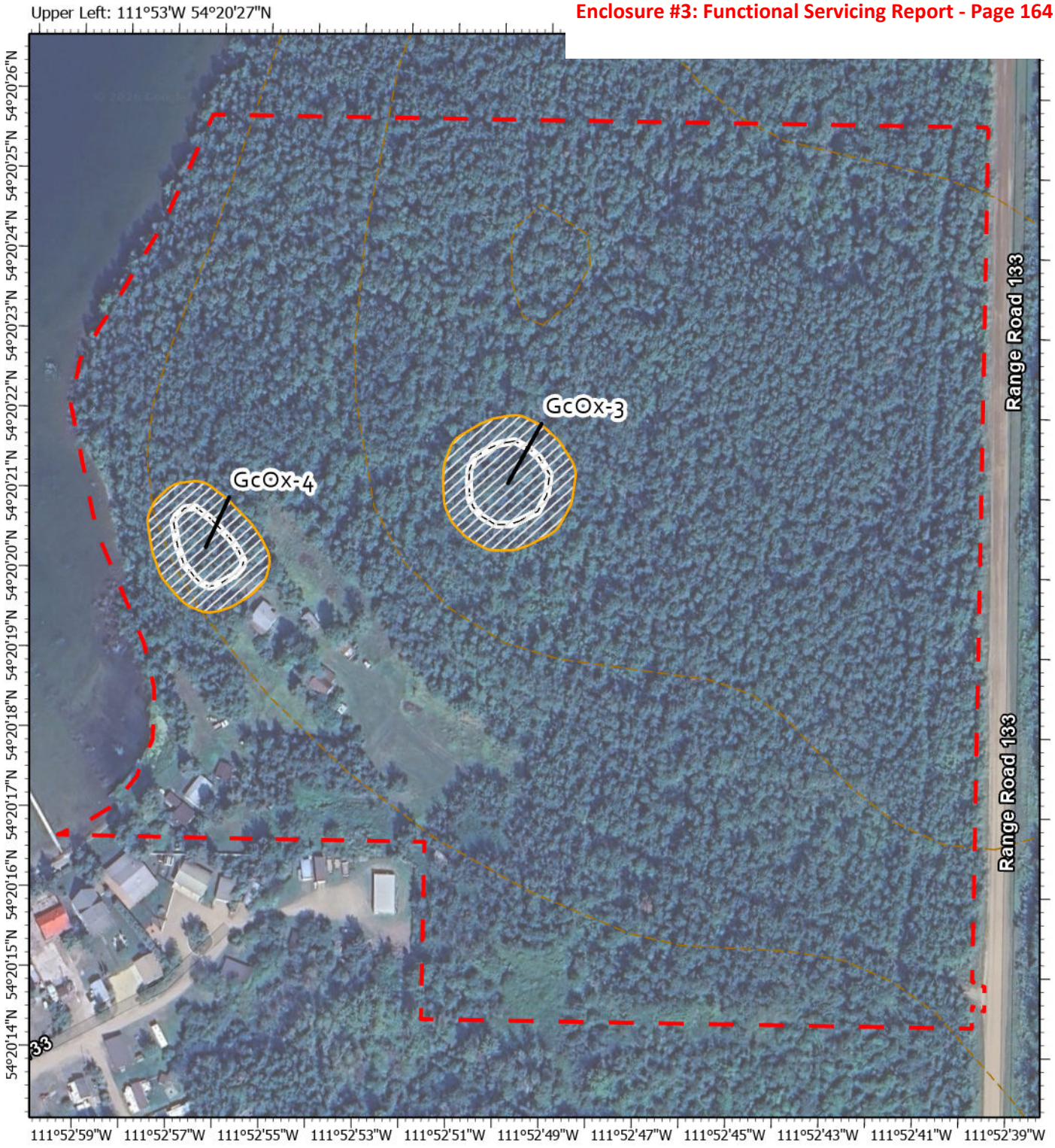
2. In addition to any specific conditions detailed above, the proponent must abide by all Standard Conditions under the *Historical Resources Act*.

Proposed Development Location:

MER	RGE	TWP	SEC	LSD List
4	13	62	4	16

Documents Attached:

Document Name	Document Type
Map of archaeological site areas requiring further work or avoidance avoided	Review
Project development footprint	Illustrative Material
Shapefile of archaeological site areas requiring further work or avoidance avoided	GIS Data File



N

0 25 50

Meters

Archaeological Site Avoidance Areas

Sunset Ridge Estates Footprint

Archaeological Site Boundary



HRA #4835-25-0072-002

This map is intended for information purposes only. The producers of this map make no claims or guarantees as to the accuracy of the data. Not intended for navigational purposes. Produced by the Historic Resources Management Branch (HRMB), 28 Jan 2026. This document contains sensitive information about Historic Resources and is to be used in planning the proposed project only. It is not to be shared for any other purpose.

Alberta

STANDARD REQUIREMENTS UNDER THE *HISTORICAL RESOURCES ACT*: REPORTING THE DISCOVERY OF HISTORIC RESOURCES

If development proponents and/or their agents become aware of historic resources during the course of development activities, they are required, under Section 31 of the *Historical Resources Act*, to report these discoveries to the Heritage Division of Alberta Arts, Culture and Status of Women. This requirement applies to all activities in the Province of Alberta.

1.0 REPORTING THE DISCOVERY OF ARCHAEOLOGICAL RESOURCES

The discovery of archaeological resources is to be reported to Darryl Bereziuk, Director, Archaeological Survey, at 780-431-2316 (toll-free by first dialing 310-0000) or darryl.bereziuk@gov.ab.ca.

2.0 REPORTING THE DISCOVERY OF PALAEONTOLOGICAL RESOURCES

The discovery of palaeontological resources is to be reported to Dan Spivak, Head, Resource Management, Royal Tyrrell Museum of Palaeontology, at 403-820-6210 (toll-free by first dialing 310-0000) or dan.spivak@gov.ab.ca.

3.0 REPORTING THE DISCOVERY OF HISTORIC PERIOD SITES

The discovery of historic structures to be reported to Michael Doughtery, Manager, Historic Places Research and Designation Program, at 403-297-4076 (toll-free by first dialing 310-0000) or michael.dougherty@gov.ab.ca. Please note that some historic structure sites may also be considered Aboriginal traditional use sites.

4.0 REPORTING THE DISCOVERY OF ABORIGINAL TRADITIONAL USE SITES

The discovery of any Aboriginal traditional use site that is of a type listed below is to be reported to Valerie Knaga, Director, Aboriginal Heritage Section, at 780-431-2371 (toll-free by first dialing 310-0000) or valerie.k.knaga@gov.ab.ca.

Aboriginal Traditional Use sites considered by Alberta Arts, Culture and Status of Women to be historic resources under the *Historical Resources Act* include:

Historic cabin remains;
Historic cabins (unoccupied);
Cultural or historical community camp sites;

Classification: Public

Ceremonial sites/Spiritual sites;
Gravesites;
Historic settlements/Homesteads;
Historic sites;
Oral history sites;
Ceremonial plant or mineral gathering sites;
Historical Trail Features; and,
Sweat/Thirst/Fasting Lodge sites

5.0 FURTHER SALVAGE, PRESERVATIVE OR PROTECTIVE MEASURES

If previously unrecorded historic resources are discovered, proponents may be ordered to undertake further salvage, preservative or protective measures or take any other actions that the Minister of Alberta Arts, Culture and Status of Women considers necessary.

Classification: Public

HISTORICAL RESOURCES IMPACT ASSESSMENT FOR SUNSET RIDGE ESTATES AT WHITEFISH LAKE FINAL REPORT (PERMIT 25-153)

PREPARED FOR:

Massif Energy Ltd.
2 Cavan Road
Sherwood Park, AB, T8H 2K7

PREPARED BY:

Brian C. Vivian
Lifeways of Canada Limited
105, 809 Manning Rd. NE
Calgary, AB T2E 7M9

October 2025

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ACKNOWLEDGEMENTS

FIELD STUDIES

Permit Holder	Brian C. Vivian
Field Studies	Brian C. Vivian Grant Smith

ANALYSIS AND REPORTING

Report Author	Brian C. Vivian Grace Kohut Grant Smith
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EXECUTIVE SUMMARY

This Final Report summarizes the results of the Historical Resources Impact Assessment (HRIA) completed by Lifeways of Canada Limited (Lifeways) on behalf of Massif Energy Ltd. toward gaining Historic Resources approvals for their proposed residential Sunset Ridge Estates at Whitefish Lake Project (the Project). The Project is located along the southern shore of Whitefish Lake, Alberta. The HRIA was conducted under Permit 25-153 to meet Historical Resources Schedule of Requirements (HRA # 4835-25-0072-001) issued by Alberta Arts, Culture and the Status of Women on August 19, 2025 (Appendix A) (Figures 1 and 2).

Following review of Project plans and the proposed footprint, the Historic Resources Management Branch (HRMB) issued Historical Resources Act Requirements calling for an HRIA to address all areas of high archaeological potential within the Project area. The HRIA consisted of a pedestrian survey and shovel testing program in October 2025 to fulfill the above requirements A total of 45 shovel tests were excavated, nine of which were positive for cultural materials. This testing program resulted in the recording of two newly documented sites, GcOx-3 and GcOx-4.

GcOx-3 is a newly recorded Precontact artifact scatter (> 10 artefacts) located on the edge of a high bench overlooking Whitefish Lake; approximately 30 m above the lake. The ground surface here is generally flat with a gentle 1°–2° slope trending westward and a slightly steeper (~5°) slope to the south. GcOx-3 was identified from 11 pieces of lithic debitage and one core recovered from four positive shovel tests. All materials came from various depths between 7-20 cm below surface (cmbs). Some of the flakes were found particularly deeply buried (~20 cmbs) within this stratigraphic profile, suggesting that GcOx-3 may be associated with an Early Precontact occupation. Overall, the site area measures 32 x 30 m (NS/EW) covering an area of approximately 960 m^2.

In summary GcOx-3 is represented by a significant lithic assemblage indicative of multiple reduction events, likely associated with basecamp activities, and is considered to be of **High Local Significance (Appendices C and D)**. **If the GcOx-3 site area cannot be avoided by proposed developments, it is recommended that additional field studies be undertaken to mitigate any impacts to the site area. It is recommended that Stage 1 mitigative studies should include additional systematic shovel test on a 5 m interval and 15 m^2 of block excavation. Pending initial Stage 1 results, additional Stage 2 mitigations may be required.**

GcOx-4 is a newly recorded Precontact artifact scatter (> 10 artefacts) located on a well-defined but narrow ridgelike bench overlooking Whitefish Lake to the west. This site was identified from 19 pieces of lithic debitage and one calcined bone fragment recovered from five positive shovel tests excavated within the site area. The lithic assemblage represents all stages of reduction from at least three different material types including chert, quartz, and quartzite. The elevated position and proximity to the lake suggests that GcOx-4 is in a strategic location for short-term tool production or maintenance activities, likely associated with resource

procurement or habitation along the lakeshore. Overall, the GcOx-4 site area measures to be 31 x 20 m (NS/EW) covering an area of approximately 620 m^2.

In summary GcOx-4 is a significant assemblage of stone and bone artifacts associated with resource procurement or basecamp activities and is considered to be of **High Local Significance** (see Appendices C and D). The artifact diversity and density indicate potential for additional buried cultural materials to be present here. **If the GcOx-4 site area cannot be avoided by proposed developments, it is recommended that additional field studies be undertaken to mitigate any impacts to the site area. Additional field studies should include a systematic shovel test program at 5 m intervals and 20 m^2 of mitigative block excavations aimed at recovering a more complete artifact assemblage and temporally diagnostic artifacts**. **Pending initial Stage 1 results, additional Stage 2 mitigations may be required.**

Archaeological sites **GcOx-3** and **GcOx-4** are the first of this sort to be found on the margins of Whitefish Lake and hold the potential to contribute significantly to our understanding of Precontact adaptations along the lakeshore and how this location was integrated into the documented subsistence strategies and interactions spheres established throughout the Lakeland Region of east-central Alberta and beyond (McCullough 1982). For this reason, both sites are recommended for further study if the site areas cannot be avoided by the proposed Sunset Ridge Estates Development.

With the acceptance of this report under the Alberta Historical Resources Act, Massif Energy Ltd. has met all of the Historical Resources Requirements outlined under the response issued under file HRA # 4835-25-0072-001. Historic Resource Approval is recommended for all lands within the Project area beyond the limits of newly recorded sites GcOx-3 and GcOx-4.

All recommendations are subject to review by staff of the Historic Resource Management Branch of the Ministry of Alberta Arts, Culture and Status of Women

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1. INTRODUCTION

This Final Report summarizes the results of a Historical Resources Impact Assessment (HRIA) completed by Lifeways of Canada Limited (Lifeways) on behalf of Massif Energy Ltd. toward gaining Historic Resources approvals for their proposed Sunset Ridge Estates country residential subdivision at Whitefish Lake (the Project). The Project is located along the southern shore of Whitefish Lake, Alberta (Figures 1 and 2). This HRIA was undertaken under Permit 25-153 to meet Historical Resources Requirements (HRA # 4835-25-0072-001) issued by Alberta Arts, Culture and the Status of Women on August 19, 2025 (Appendix A).

The Historic Resources Management Branch (HRMB) issued Historical Resources Act Requirements for this Project following review of Project plans and proposed footprint calling for an HRIA to address all areas of high archaeological potential within the Project area (Appendix A).

To meet these Historic Resource Requirements, Lifeways completed the HRIA in October 2025. The archaeological field studies involved a combination of shovel tests and surface observations. This final report provides a descriptive summary of the historic resource investigations along with a detailed descriptions of two newly recorded archaeological sites, **GcOx-3** and **GcOx-4**. These results are used to inform on the Historical Resources Act recommendations for the proposed Project.

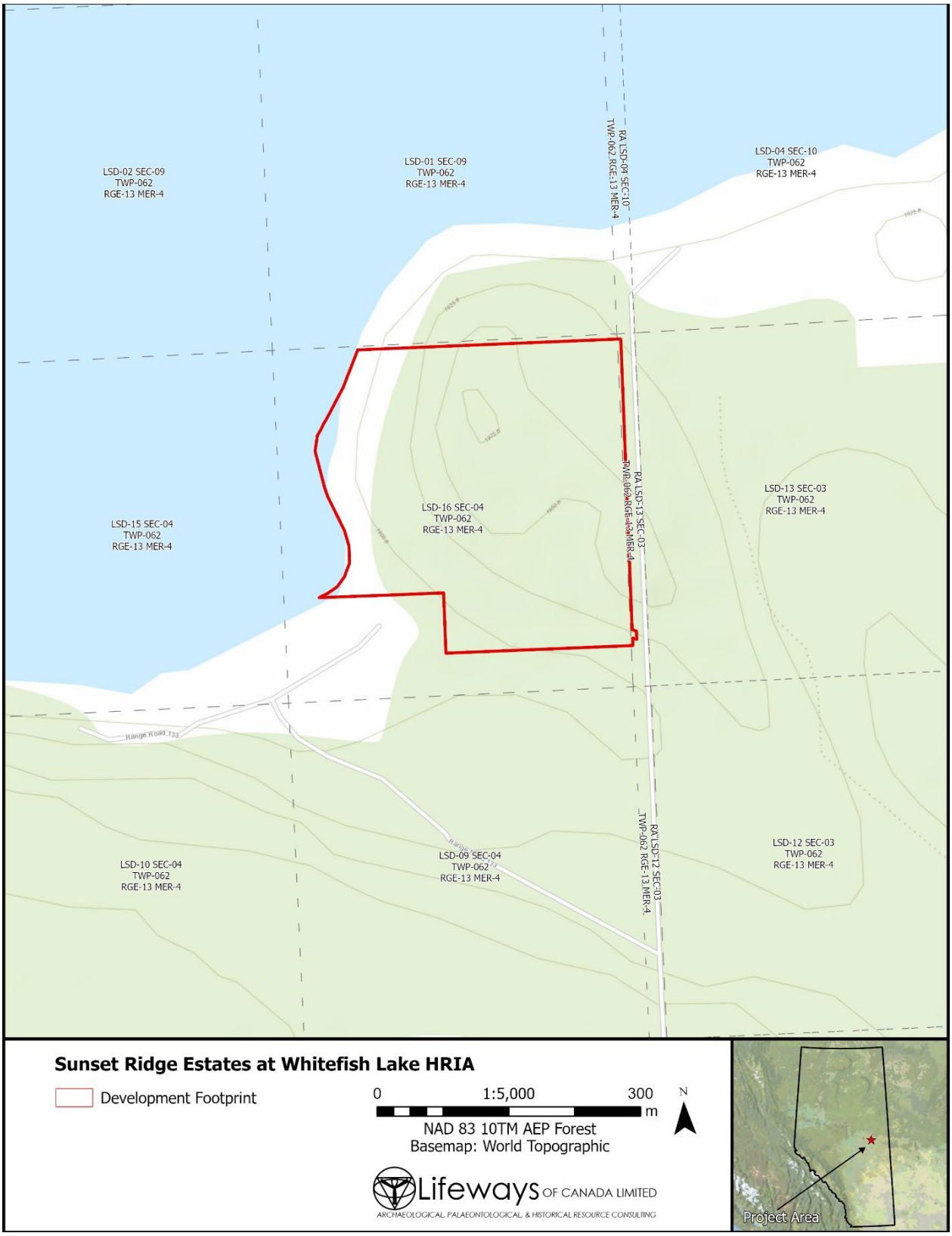


Figure 1. 1:5,000 NTS Map of Project Area



Figure 2. Orthophoto of Project Area Location.

2. PROJECT LOCATION AND BACKGROUND

2.1 Environmental Setting

The Project is located along the southern shore of Whitefish Lake, approximately 25 km north of the community of Vilna, Alberta (Figures 1 and 2). These lands are adjacent to Paradise Cove Resort, bounded by this community to the southwest, the lakeshore to the west, and Range Road 133 on the east. The Project lands are largely undisturbed and remain heavily vegetated with a thick deciduous forest cover (Plates 1 and 2).

Whitefish Lake is located in the Boreal Forest Natural Region, and within the Central Mixedwoods Subregion (Natural Regions Committee 2006). This subregion is characterized by primarily aspen and white spruce in uplands with jack pine forests in course sediments and low-lying areas, with black spruce fens and bogs in poorly drained areas.

2.2 Cultural Setting

Figure 3 presents the Cultural Historical sequence cited for east central Alberta. While this framework is commonly accepted in archaeological research, it is biased toward the occurrence of projectile points and equally biased toward a reliance on research in southern Alberta, where more well stratified and datable sites have been found. Archaeological investigations in the oilsands has also informed some on the sequence, but in large the complexity of cultural history within the parklands in the region of Whitefish Lake is not well understood. This is in part due to the fact fewer sites have been excavated and wider conclusions are hindered by the lack of deeply stratified sites and paucity of datable finds.

2.3 Previous Historical Resources Studies

The lands immediately northeast of the current Project area, where the Paradise Cove Resort Development is located, were assessed under ASA Permit 94-072 (Kowal 1994). No sites were identified in that area, although in comparison to the current Project area, the Paradise Cove development area is lower and lacks defined, high landforms typically favourable for finding archaeological sites.

Previous archaeological investigations in close proximity to the Project area have been limited to date. Within the GcOx Borden Block, only one site had been recorded prior to the current HRIA (no site records nor location could be found for GcOx-1) (Table 1, Figure 4). **GcOx-2** is a Precontact artifact scatter consisting of three quartzite flakes. This site was recorded on a ridge overlooking marsh and nearby Whitefish Creek to its west (McCullough 1985). Similar to the sites found during the current HRIA, GcOx-2 was shallowly buried at around 15 cmbs. No other sites are recorded within 10 km of the Project area.

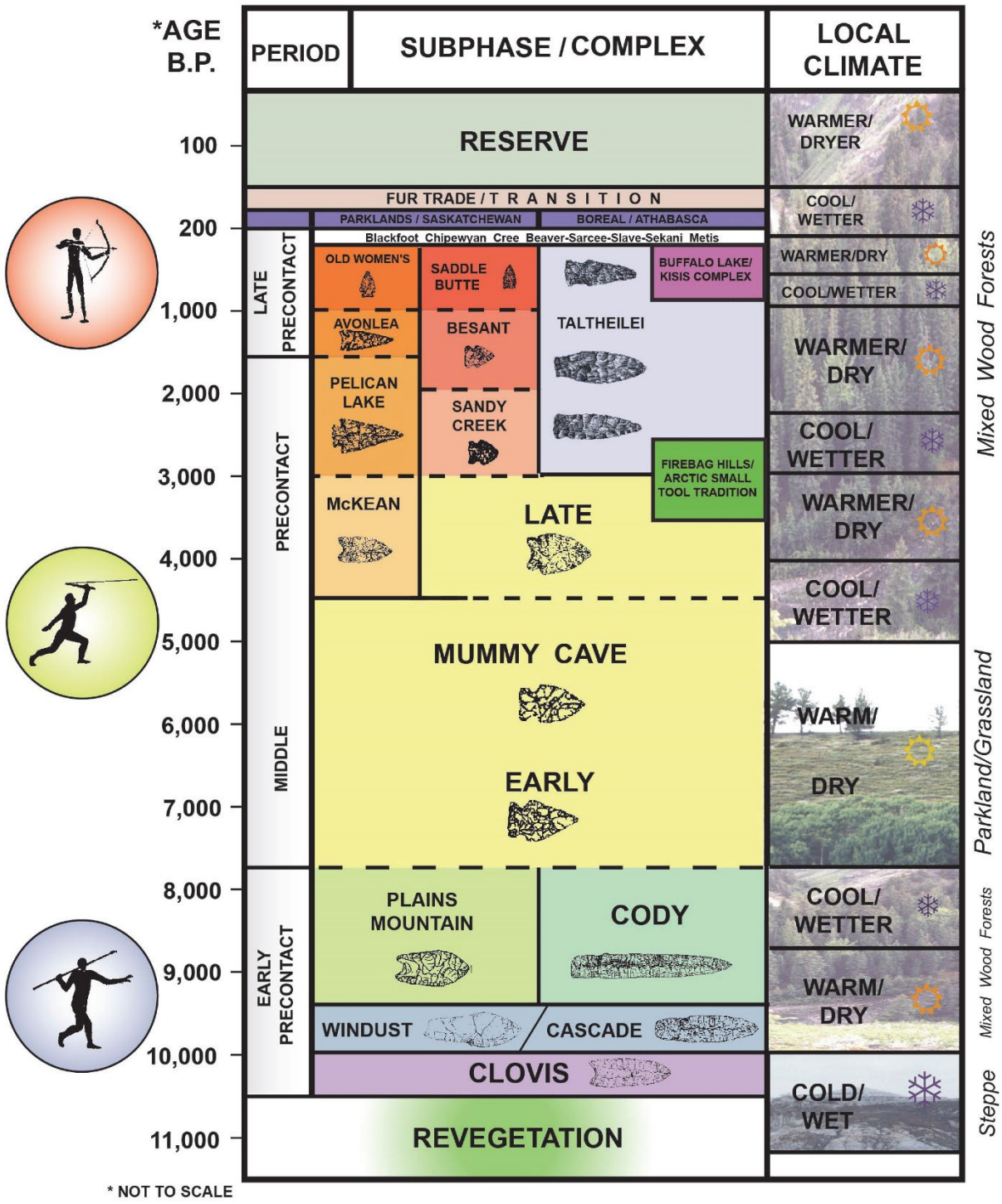


Figure 3. Cultural History for the Project Area

Within a 20 km radius of the Project area, five sites have been recorded in Borden Blocks GbOw and GcOw (Table 1, Figure 4). These include small Precontact artifact scatters (< 10 artefacts)

and small Precontact campsites. In the general Project region, archeological sites frequently occur along lakeshores such as those recorded along Lac la Biche which has been subject to more investigation than has Whitefish Lake (e.g., Balcom 1986; Meyer and Blakey 2022; de Mille et al. 2023). To date, more than 270 sites have been recorded along the margins of Lac La Biche.

Site	HRV	ASA Permit No./ Publication	Description	Distance to Project Area	Direction to Project Area
GcOx-2	0	85-096	Precontact scatter with <10 artifacts	8.2	N
GbOw-1	4	U of A 1965	Precontact campsite	15.5	SE
GbOw-2	0	81-034	Precontact scatter with <10 artifacts	15	SE
GbOw-3	0	81-034	Precontact scatter with <10 artifacts	17.4	SE
GcOw-1	4	17-205; 19-184	Precontact campsite	16.4	NE
GcOw-2	0	17-205; 19-184	Precontact campsite	17	NE

Table 1. Nearby Previously Recorded Archaeological Sites

McCullough (1982) emphasises the importance of lakes in this region to adaptation and livelihood throughout occupation by Indigenous peoples. Perhaps most significantly, lakes provide a reliable staple food source of fish that can be accessed year-round and can support large groups of people, supplemented by ungulates (e.g., moose, wood bison, deer), other mammals caught by trapping, and plant food sources (e.g., berries). Fish could be accessed year-round; in winter, ice fishing techniques were known ethnographically practiced by the Denesuline (Chipewyan) (Clarke 1970; McCullough 1982). McCullough (1982) suggests site locations were likely influenced by seasonal fish biological patterns. For example, camps for large group cooperatively fishing near spawning grounds around the mouths of rivers or creeks.

In addition to providing food, lakes were key to boreal forest livelihood (McCullough et al. 1981; McCullough 1982). Lakes may be important locations for collecting lithic materials eroding or exposed along the shoreline where cobblestones were accessible, easy to collect and quarry. Lakes and rivers also provide essential means of transportation in the boreal forest, more efficient that pedestrian travel. Larger-sized waterbodies also have localized, moderating effects on the weather, where absorption of heat provides microclimates with less severed temperature extremes.

Notably, it has been demonstrated that lakes have been long utilized by Indigenous people in this region. The Duckett Site (GdOo-16) exemplifies this long history through the presence of Early Holocene projectile points (Clovis, Plainview/Frederick, and Alberta/Scottsbluff) along with Mid and Late Holocene point types (e.g., Oxbow, McKean, Taltheilei, and small corner and side notched) and ceramics (McCullough et al. 1981; Fedirchuk and McCullough 1986) (Figure 3). Located on the shores of Ethel Lake, ~100 km east of Whitefish Lake, the Duckett Site location was used, with some of these occupations represented by intensive floors.

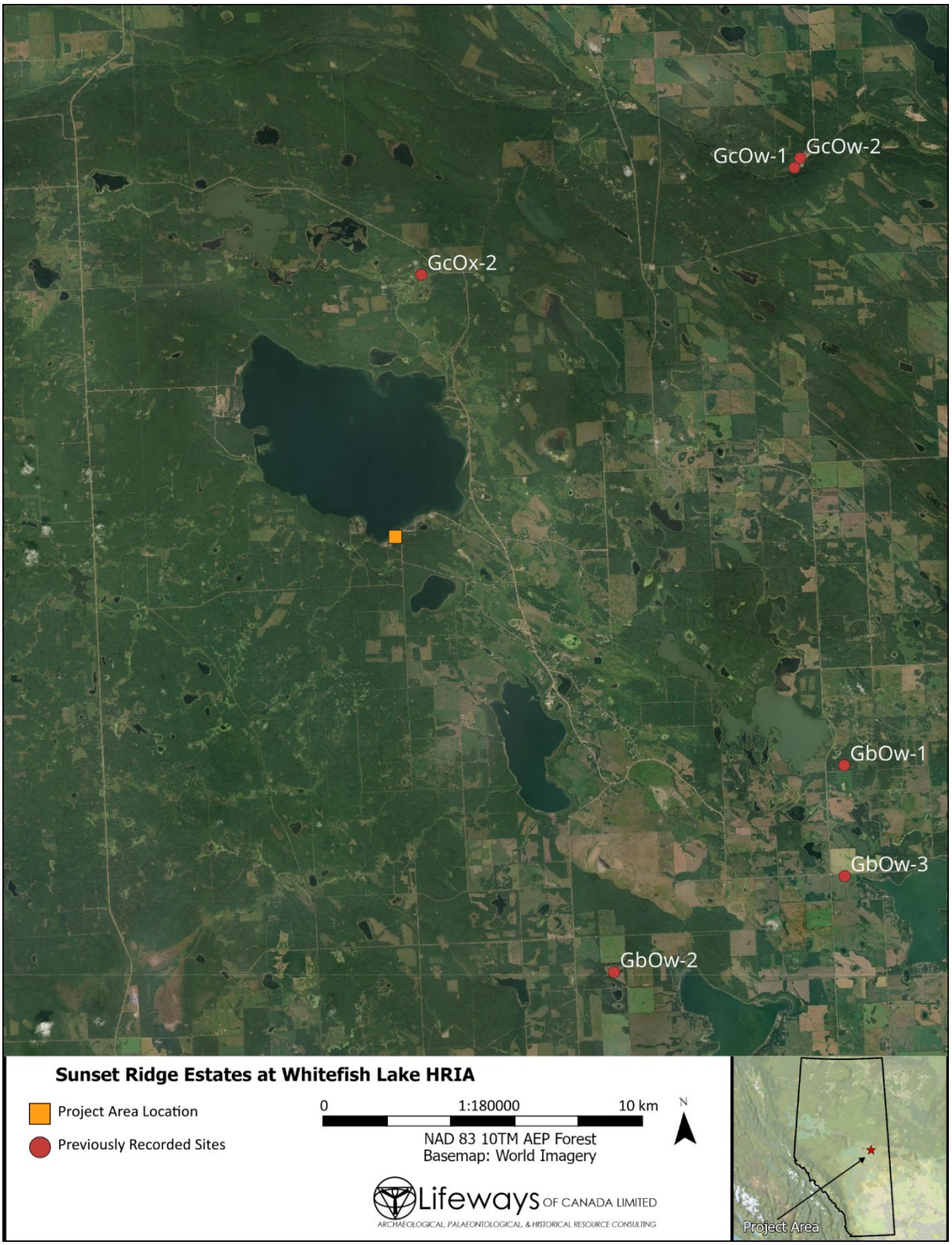


Figure 4. Map of Whitefish Lake Region showing known Site Locations

3. SURVEY METHODS AND RESULTS

Following the issuance of an HRIA permit by the HRMB, the Historical Resources Impact Assessment of the Project area was undertaken in early October 2025. Investigations consisted of a pedestrian survey of the entire study area and the excavation of 45 shovel tests within the defined project area polygon (Figure 6).

Prior to the initiation of the HRIA, four Target Areas (TAs) were identified within the Project area, and were the focus of subsurface testing during field studies (Figure 6). These target areas (TA01, TA02, TA03, and TA04) were selected as being of high archaeological potential based on the suitability and likelihood for these well-defined landforms to house historic resources, especially those with level terrain. Subsurface tests consisted of judgmental shovel tests measuring horizontally approximately 40 x 40 cm, excavated to sterile substrate with all sediment screened through ¼-inch mesh. The shovel tests completed approximated survey transects across each target area with tests spaced at 20-30 m intervals. Where positive shovel tests were identified, this interval was reduced to a 5-10 m distance with tests excavated in all directions on the landform extending out from the one positive test.

TA01, the furthest north of the Target Areas, consists of a sharply defined ridgeline and was subject to 13 shovel tests; none of which were positive for cultural materials (Plate 1). Twenty-two shovel tests were excavated at TA02, a lower ridge and wider bench running along the west side of the higher landform identified as TA01. Four of the shovel tests completed in TA02 were positive for cultural materials and **GcOx-3** was newly recorded. TA03 represents a lower bench on the south side of the Project area. Field reconnaissance found this landform to be truncated to the east and west so only three shovel tests were excavated on this landform (Plate 2). Finally, just above the lakeshore TA04 is a sharply defined bench extending northwest from the house and yard area. A total of seven shovel tests were excavated to assess this landform, five of which were positive and resulted in the recording of **GcOx-4**.

Below we provide detailed summaries of these two newly recorded sites and provide management recommendations for these within the context of this Project.

3.1 GcOx-3 (LSD 16-4-62-14-W4M)

Location/Description

GcOx-3 is a newly recorded Precontact Artifact scatter (> 10 artefacts) located on the edge of a high bench overlooking Whitefish Lake; approximately 30 m above the lake. The site area surface is generally flat with a gentle 1°–2° slope trending westward and a slightly steeper (~5°) slope to the south. The southern to southwestern edge of the landform is well defined, descending roughly 40 m to lower benches overlooking the lake. To the east, the landform edge is less well defined and gradually transitions into low-lying terrain. Vegetation consists of an

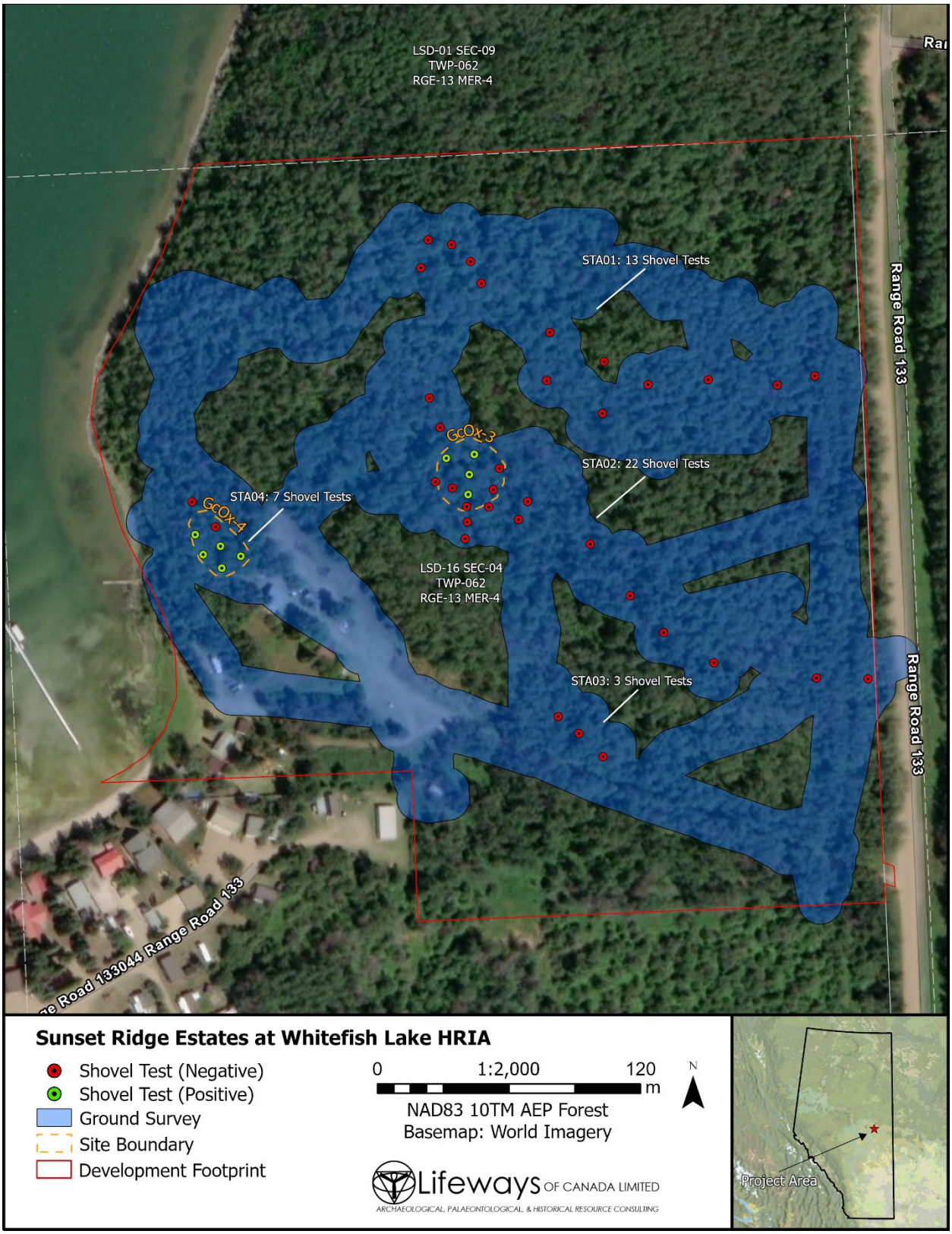


Figure 5. Orthophoto Showing Ground Survey Tracks and Location of Shovel Tests



Plate 1. View of Target Area TA01 Looking West



Plate 2. View of Target Area TA03 Looking West

overstory of aspen, birch, and poplar, with a subcanopy of trembling aspen (Plate 3). Ground cover includes prickly rose and leaf litter.

Archaeological Studies and Site Archaeological Characteristics

GcOx-3 was recorded when several quartzite flakes were found in Shovel Test GS4 (STGS4) (Figures 6 and 7, Plates 3 and 4). Three additional shovel tests excavated in the near vicinity (STBV5, STBV6, STBV10) also produced positive results, indicating the site to be spatially widespread and characterized by a larger lithic assemblage with a moderate diversity in material types and flake morphologies, indicative of multiple reduction events. In total one quartzite core and eleven pieces of lithic debitage were recovered (Tables 2 and 3). All materials came from various depths between 7-20 cmbs. Some of the flakes were found particularly deeply buried (~20 cmbs) within this stratigraphic profile, suggesting GcOx-3 may be associated with an Early Precontact occupation (Figure 3). No cultural features were identified. Overall, the GcOx-3 site area measures 32 x 30 m (NS/EW) covering an area of approximately 960 m^2 (Figure 5).

Provenience	Depth (cmbs)	Debitage Count	Stone Tools Count
STBV10	8-20	4	
STBV5	0-20	3	
STBV6	8	1	
STGS4P	0-15	3	1
	Total	**11**	**1**

Table 2. GcOx-3 Artefact Summary by Provenience

Flake Type	Materials		Total
	quartzite	siltstone	
primary decortication	2		2
secondary decortication	1		1
secondary	2	1	3
flake fragment	2		2
shatter	3		3
Total	**10**	**1**	**11**

Table 3. GcOx-3 Debitage Type Summary

The lithic material types from GcOx-3 are primarily quartzite (10 flakes and one core), with an additional single siltstone flake, suggesting some diversity in the assemblage (Table 3). Most of the debitage recovered were classified as primary and early secondary flakes or shatter, indicative of the earliest stages of lithic reduction and tool production (Table 3).



Plate 3. GcOx-3 Site Area Looking South



Plate 4. Stratigraphic Profile of Shovel Test STGS4P

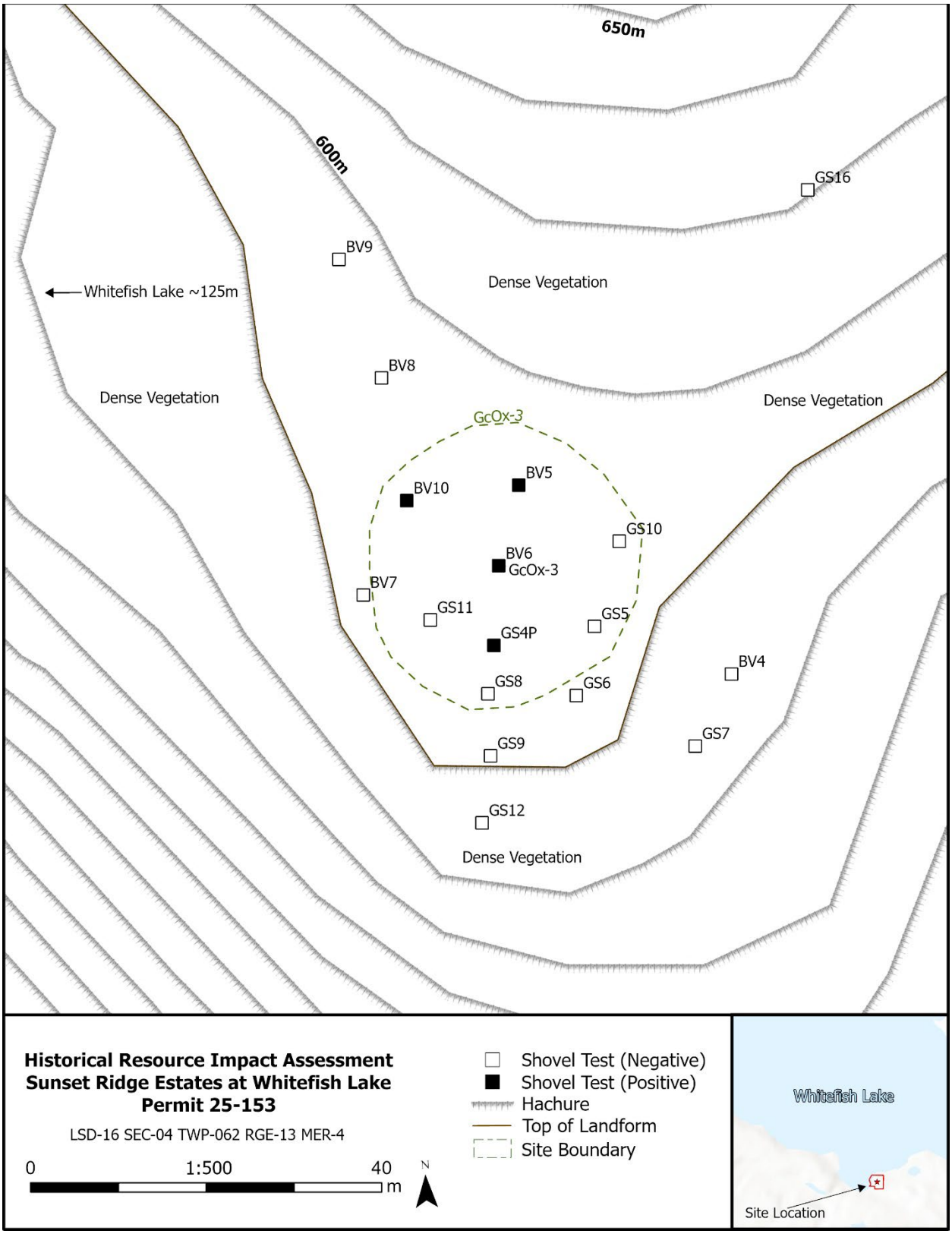


Figure 6. Sketch Map of GcOx-3

Tool Descriptions

GcOx-3:12 – Core

A grey quartzite 'tortoise back' cobble core was recovered from STGS4P from a depth of about 15 cmbs (Plate 5). This core is characterized by an asymmetric pear-shaped outline and a steep biconvex profile, with the ventral surface exhibiting extensive unidirectional flake scaring across its entirety. Conversely the dorsal side displays a smooth unmodified surface entirely covered with cortex. No other modifications are apparent.



Plate 5. Core, GcOx-3:12.

Significance and Recommendation

In summary, GcOx-3 represents by a significant lithic assemblage indicative of multiple reduction events likely associated with basecamp activities in a largely undisturbed area. As a result, it is considered to be of **High Local Significance (Appendices C and D)**. **If the GcOx-3 site area cannot be avoided by proposed developments, it is recommended that additional field studies be undertaken to mitigate any impacts to the site area. It is recommended that Stage 1 mitigative studies should include additional systematic shovel test on a 5 m interval and 15 m^2 of block excavation** aimed at recovering a more complete artifact assemblage and temporally diagnostic artifacts. **Pending initial Stage 1 results, additional Stage 2 mitigations may be required.**

3.2 GcOx-4 (LSD 16-4-62-14-W4M)

Location and Description

GcOx-4 is a Precontact artifact scatter (> 10 artefacts) newly recorded on a narrow, ridgelike bench overlooking Whitefish Lake to the west. The landform consists of a terrace edge trending northeast to southwest with a well-defined, western margin descending 45°–50° toward Whitefish Lake (Plate 6). The southern portion of the landform is relatively flat, while the northern margin gradually declines at approximately 20°. To the east the landform transitions into a poorly defined edge sloping about 10° into a low-lying area. The land surface is well drained, with generally thin and poorly developed soils, consisting of light grey silts classified as a gray luvisol overlying till deposits (Plate 7). Vegetation is consistent with surrounding areas, consisting of an overstory of aspen, birch, and poplar with an understory of trembling aspen. Groundcover includes prickly rose and leaf litter.



Plate 6. Looking West to Whitefish Lake from GcOx-4 Site Area

Archaeological Studies and Site Archaeological Characteristics

GcOx-4 was initially identified when a quartzite flake was recovered in STGS20 (Figures 4 and 6). Four additional adjacent shovel tests (STBV21, STBV22, STBV23 and STBGS22) also yielded positive results indicating an extensive lithic debitage scatter extending across the treed and heavily vegetated bench running north from the open yard where a house sits. In total 19 pieces of debitage and one small, calcined bone fragment were recovered from the five positive

shovel tests (Tables 4 and 5). The debitage present represents all stages of reduction from at least three different material types including chert, quartz, and quartzite (Table 5).



Plate 7. Stratigraphic Profile of GS20P

Provenience	Depth (cmbs)	Debitage Count	Fauna Count
STBC23	8-20	8	
STBV21	15	1	
STBV22	8-20	8	1
STGS20P	10-15	1	
STGS22P	15-20	1	
	Total	**19**	**1**

Table 4. GcOx-4 Artefact Summary by Provenience

Flake Type	Materials			Total
	quartzite	quartz	chert	
primary decortication	2		1	3
secondary decortication	2		1	3
secondary	2			2
flake fragment	4	2		6
shatter	3	2		5
Total	**13**	**4**	**2**	**19**

Table 5. GcOx-4 Debitage Type Summary

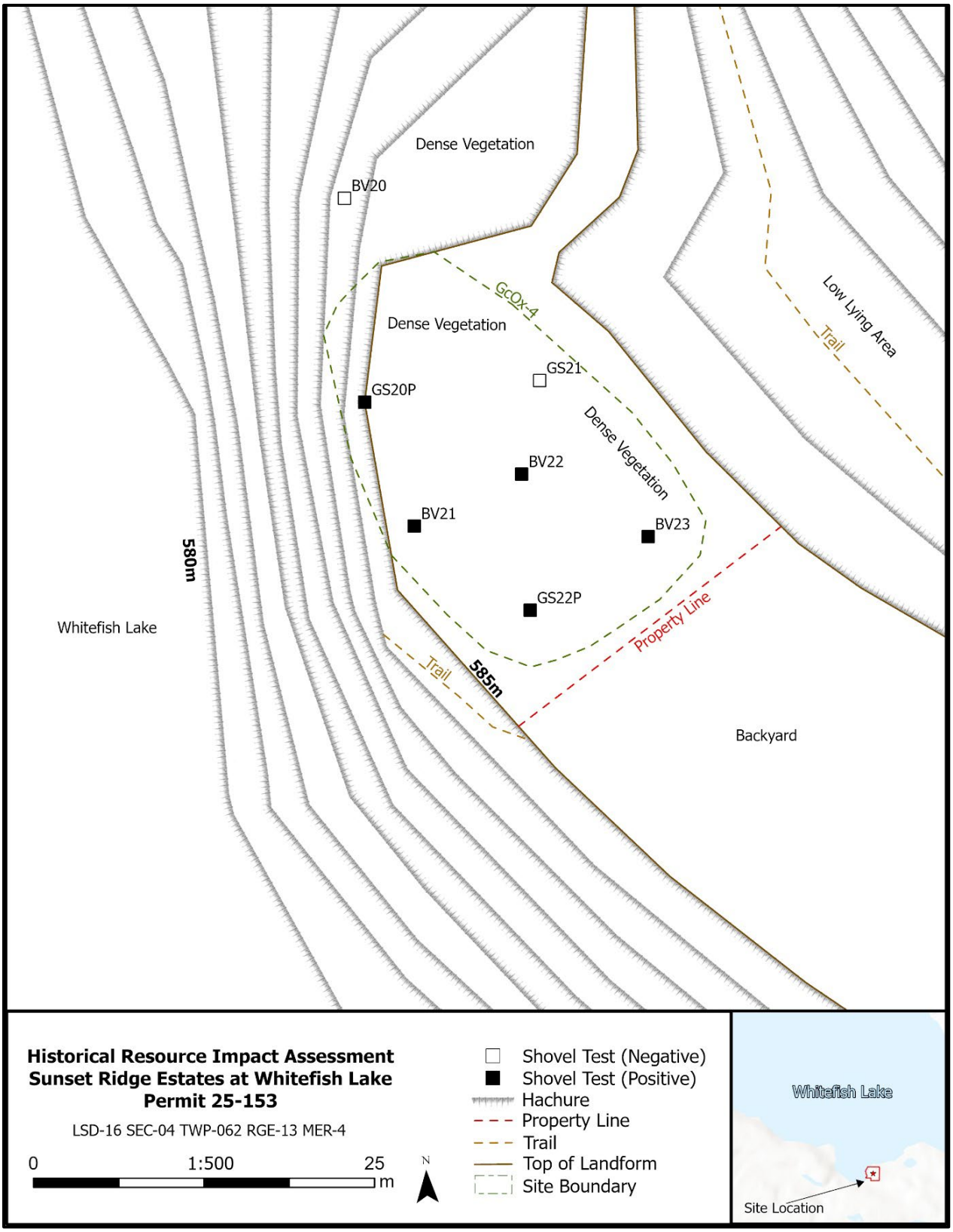


Figure 7. Sketch Map of GcOx-4

A single small (0.3 g) bone was recovered from STBV22. It was burned to the point of partial calcination (grey and white colouration). This fragment could not be identified taxonomically but is assigned as medium-large mammal. Similarly, the skeletal element could not be identified. Its presence, alongside the above-mentioned lithic artefacts, suggests animals were used in the activities at this site. It is possible that additional faunal remains have succumbed to acidic soils.

GcOx-4's elevated position and proximity to the lake suggest this to be a strategic location for short-term tool production or maintenance activities. These were likely associated with resource procurement or habitation along the lakeshore. No cultural features were identified. Overall, the GcOx-4 site area measures to be 31 x 20 m (NS/EW) covering an area of approximately 620 m^2.

Significance and Recommendation

In summary GcOx-4 represents a significant assemblage of stone and bone artifacts associated with resource procurement or basecamp activities, in an areas which appears to be largely undisturbed. As such, it is considered to be of **High Local Significance** (Appendix C). The artifact diversity and density indicate potential for additional buried cultural material to be present here. **If the GcOx-4 site area cannot be avoided by proposed developments, it is recommended that additional field studies be undertaken to mitigate any impacts to the site area. Additional field studies should include a systematic shovel test program at 5 m intervals and 20 m^2 of mitigative block excavations aimed at recovering a more complete artifact assemblage and temporally diagnostic artifacts**. **Pending initial Stage 1 results, additional Stage 2 mitigations may be required.**

4. SUMMARY AND RECOMMENDATIONS

This Final Report has summarized the results of a Historical Resources Impact Assessment completed by Lifeways on behalf f Massif Energy Ltd. toward gaining Historic Resources approvals for their proposed residential Sunset Ridge Estates at Whitefish Lake Project (the Project). The Project is located along the southern shore of Whitefish Lake, Alberta. The HRIA was conducted under Permit 25-153 to meet Historical Resources Schedule of Requirements (HRA # 4835-25-0072-001) issued by Alberta Arts, Culture and the Status of Women on August 19, 2025 (Appendix A) (Figures 1 and 2).

The archaeological field studies were completed in October 2025 and consisted of a pedestrian survey and shovel testing program within the Project area. A total of 45 shovel tests were excavated, nine of which were positive for cultural materials. This testing program resulted in the recording of two previously unrecorded sites, GcOx-3 and GcOx-4.

GcOx-3 is a newly recorded Precontact artifact scatter (> 10 artefacts) located on the edge of a high bench overlooking Whitefish Lake; approximately 30 m above the lake. The ground surface here is generally flat with a gentle 1°–2° slope trending westward and a slightly steeper (~5°) slope to the south. GcOx-3 was identified from 11 pieces of lithic debitage and one core recovered from four positive shovel tests. All materials came from various depths between 7-20 cm below surface (cmbs). Some of the flakes were found particularly deeply buried (~20 cmbs) within this stratigraphic profile, suggesting that GcOx-3 may be associated with an Early Precontact occupation. Overall, the site area measures 32 x 30 m (NS/EW) covering an area of approximately 960 m^2.

In summary GcOx-3 is represented by a significant lithic assemblage indicative of multiple reduction events, likely associated with basecamp activities, and is considered to be of **High Local Significance (Appendices C and D)**. **If the GcOx-3 site area cannot be avoided by proposed developments, it is recommended that additional field studies be undertaken to mitigate any impacts to the site area. It is recommended that Stage 1 mitigative studies should include additional systematic shovel test on a 5 m interval and 15 m^2 of block excavation. Pending initial Stage 1 results, additional Stage 2 mitigations may be required.**

GcOx-4 is a newly recorded Precontact artifact scatter (> 10 artefacts) located on a well-defined but narrow ridgelike bench overlooking Whitefish Lake to the west. This site was identified from 19 pieces of lithic debitage and one calcined bone fragment recovered from five positive shovel tests excavated within the site area. The lithic assemblage represents all stages of reduction from at least three different material types including chert, quartz, and quartzite. The elevated position and proximity to the lake suggests that GcOx-4 is in a strategic location for short-term tool production or maintenance activities, likely associated with resource procurement or habitation along the lakeshore. Overall, the GcOx-4 site area measures to be 31 x 20 m (NS/EW) covering an area of approximately 620 m^2.

In summary GcOx-4 is a significant assemblage of stone and bone artifacts associated with resource procurement or basecamp activities and is considered to be of **High Local Significance** (see Appendices C and D). The artifact diversity and density indicate potential for additional buried cultural materials to be present here. **If the GcOx-4 site area cannot be avoided by proposed developments, it is recommended that additional field studies be undertaken to mitigate any impacts to the site area. Additional field studies should include a systematic shovel test program at 5 m intervals and 20 m^2 of mitigative block excavations aimed at recovering a more complete artifact assemblage and temporally diagnostic artifacts**. **Pending initial Stage 1 results, additional Stage 2 mitigations may be required.**

Archaeological sites **GcOx-3** and **GcOx-4** are the first of this sort to be found on the margins of Whitefish Lake and hold the potential to contribute significantly to our understanding of Precontact adaptations along the lakeshore and how this location was integrated into the documented subsistence strategies and interactions spheres established throughout the Lakeland Region of east-central Alberta and beyond (McCullough 1982). For this reason, both sites are recommended for further study if the site areas cannot be avoided by the proposed Sunset Ridge Estates Development.

With the acceptance of this report under the Alberta Historical Resources Act, Massif Energy Ltd. has met all of the Historical Resources Requirements outlined under the response issued under file HRA # 4835-25-0072-001. Historic Resource Approval is recommended for all lands within the Project area beyond the limits of newly recorded sites GcOx-3 and GcOx-4.

All recommendations are subject to review by staff of the Historic Resource Management Branch of the Ministry of Alberta Arts, Culture and Status of Women

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Natural Regions Committee
2006 *Natural Regions and Subregions of Alberta*. Government of Alberta.

APPENDIX A: SCHEDULE OF REQUIREMENTS ISSUED BY THE HISTORICAL RESOURCES MANAGEMENT BRANCH

Alberta

HRA Number: 4835-25-0072-001
August 19, 2025

Historical Resources Act Requirements

Proponent: Massif Energy Ltd.
2 Cavan Road, Sherwood Park, AB T8H 2K7
Contact: Austin Zacharko

Agent: Massif Energy Ltd.
Contact: Austin Zacharko

Project Name: **Sunset Ridge Estates at Whitefish Lake**

Project Components: Country Residential Subdivision
Area Structure Plan / Outline Plan
Land Use Amendment
Redesignation / Rezoning
Access Road
Electrical / Utility

Application Purpose: Requesting HRA Approval / Requirements

Pursuant to Section 37(2) of the *Historical Resources Act*, a Historic Resources Impact Assessment is required for all or portions of those activities described in this application and its attached plan(s)/sketch(es). The Historic Resources Impact Assessment is to be conducted in accordance with the instructions outlined in the following schedule.

[redacted]
David Link
Assistant Deputy Minister
Heritage Division
Alberta Arts, Culture and Status of Women

SCHEDULE OF REQUIREMENTS

ARCHAEOLOGICAL RESOURCES

Pursuant to Section 37(2) of the *Historical Resources Act*, a Historic Resources Impact Assessment for archaeological resources is to be conducted on behalf of the proponent by an archaeologist qualified to hold an archaeological research permit within the Province of Alberta. A permit must be issued by Alberta Arts, Culture and Status of Women prior to the initiation of any archaeological field investigations. Please allow ten working days for the permit application to be processed.

1. The Historic Resources Impact Assessment must address all areas of high archaeological potential within the project area.

SCHEDULE OF REQUIREMENTS (continued)

2. The Historic Resources Impact Assessment is to be carried out prior to the initiation of any land surface disturbance activities under snow-free, unfrozen ground conditions. Should the project require field studies under winter conditions, directions in the Archaeological Survey Information Bulletin: Winter Conditions must be followed.

3. Results of the Historic Resources Impact Assessment must be reported to Alberta Arts, Culture and Status of Women and subsequent *Historical Resources Act* approval must be granted before development proceeds.

PALAEONTOLOGICAL RESOURCES

There are no *Historical Resources Act* requirements associated with palaeontological resources; however, the proponent must comply with Standard Requirements under the *Historical Resources Act*: Reporting the Discovery of Historic Resources, which are applicable to all land surface disturbance activities in the Province.

INDIGENOUS TRADITIONAL USE SITES

There are no *Historical Resources Act* requirements associated with Indigenous traditional use sites of a historic resource nature; however, the proponent must comply with Standard Requirements under the Historical Resources Act: Reporting the Discovery of Historic Resources, which are applicable to all land surface disturbance activities in the Province.

HISTORIC STRUCTURES

There are no *Historical Resources Act* requirements associated with historic structures; however, the proponent must comply with Standard Requirements under the *Historical Resources Act*: Reporting the Discovery of Historic Resources, which are applicable to all land surface disturbance activities in the Province.

PROVINCIALLY DESIGNATED HISTORIC RESOURCES

There are no *Historical Resources Act* requirements associated with Provincially Designated Historic Resources; however, the proponent must comply with Standard Requirements under the *Historical Resources Act*: Reporting the Discovery of Historic Resources, which are applicable to all land surface disturbance activities in the Province.

ADDITIONAL COMMENTS

1. To obtain contact information for consultants qualified to undertake the assessment work specified above, please consult the list of Alberta Historic Resource Consultants.

2. In addition to any specific conditions detailed above, the proponent must abide by all Standard Conditions under the *Historical Resources Act*.

Proposed Development Location:

MER	RGE	TWP	SEC	LSD List
4	13	62	4	16

SCHEDULE OF REQUIREMENTS (continued)

Documents Attached:

Document Name	Document Type
Subdivision Outline Plan	Illustrative Material

APPENDIX B: STRATIGRAPHIC AND SEDIMENT LOGS FOR SUBSURFACE TESTS

B.1 Target Area 01: Shovel Test: BV17

Total Depth: 18 cmbs	
Location: 10TM E 702859.14 N 6023382.85	
Sediment:	
0-4 cmbs	dark litter mat
4-8 cmbs	dark organic silt (Ah)
8-15 cmbs	light grey silt (Bh)
15-18 cm	clay (C)
Cultural Material Summary: No cultural material observed or collected	



Plate B.1. Stratigraphic Profile of BV17 in TA01.

B.2 Target Area 02: Shovel Test: GS4P (GcOx-3)

Total Depth: 30 cmbs	
Location: 10TM E 702701.18 N 6023328.95	
Sediment:	
0-4 cmbs	dark litter mat
4-10 cmbs	dark organic silt (Ah)
10-22 cmbs	light grey silt (Bh)
22-30 cm	clay (C)
Cultural Material Summary: 3 lithic flakes (GcOx-3:9, 10, 11) and core (GcOx-3:12)	



Plate B.2. Stratigraphic Profile of GS4P in TA02.

B.3 Target Area 03: Shovel Test: BV19

Total Depth: 20 cmbs	
Location: 10TM E 702742.22 N 6023227.85	
Sediment:	
0-4 cmbs	dark litter mat
4-11 cmbs	dark organic silt (Ah)
11-17 cmbs	light grey silt (Bh)
17-20 cm	clay (C)
Cultural Material Summary: No cultural material observed or collected	



Plate B.3. Stratigraphic Profile of BV01 in TA03.

B.4 Target Area 04: Shovel Test: GS20P (GcOx-4)

Total Depth: 25 cmbs	
Location: 10TM E 702576.8 N 6023310.66	
Sediment:	
0-6 cmbs	dark litter mat
6-12 cmbs	dark organic silt (Ah)
12-22 cmbs	light grey silt (Bh)
22-25 cm	clay (C)
Cultural Material Summary: 1 lithic flake (GcOx-4:1)	



Plate B.4. Stratigraphic Profile of GS20P in TA04.

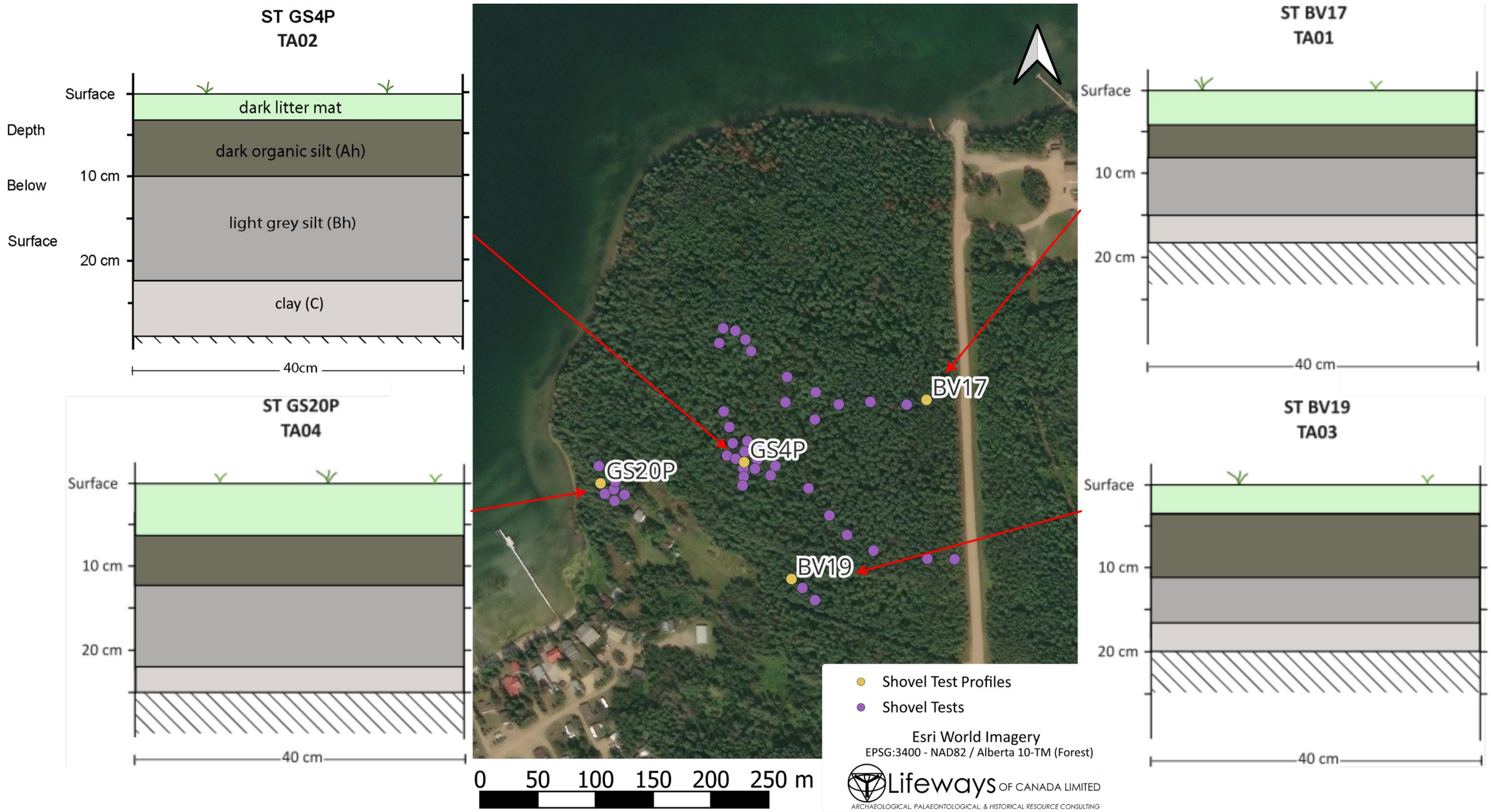


Figure B.1. Summary of Locations and Stratigraphy of Shovel Tests Excavated Under Permit 23-099

APPENDIX C: ASSESSMENT OF SITE SIGNIFICANCE

C.1 Assigning Significance

Precontact and Historic archaeological sites vary widely in size, content, complexity, condition, and age, and therefore in significance. Assignment of site significance is based on an archaeologist's assessment of the potential of a site to enhance the collective understanding of the archaeological or historical resources of a region. The information of interest includes: the cultures that were once present, their occupancy patterns, and resource harvesting patterns. An important part of the assessment of site significance revolves around potential for data collection. A site on which additional investigation is recommended prior to disturbance must have preserved information that is recoverable in an efficient and effective manner that will significantly aid our understanding of the past.
Sites vary greatly in their ability to inform on these subjects. Isolated finds with one or two expediently made, used, and discarded artifacts lying on the surface provide very little information in contrast to an isolated find of a projectile point. A projectile point generally informs us on culture, as point styles change through time and space and can usually be associated with specific archaeological cultures. In addition, a projectile point may inform us about the kinds of toolstone preferred for point manufacture and on trade patterns when non-local varieties of stones are used. That being said, isolated finds even of projectile points have little *in situ* value. That is, these small sites have only very limited amounts of recoverable information associated with them. They are of local significance. They are the most common kind of site, but unless exposed by disturbances or erosion they are the least likely to be discovered.

Large complex campsites or Historic townsites are at the other end of the spectrum. They contain large numbers of artifacts, features, and patterns of association representing complex activity areas, tasks, and social groups. Often these sites contain more than one vertically separated occupation (termed a stratified site) and represent repeated use of a favoured locale over many generations. These sites contain a great deal of information and are of high regional value. If very rare and an outstanding example of their kind they may be of Provincial significance.
Lying between the extremes of an isolated find and a campsite of high regional significance are the majority of discoverable archaeological sites. The following describes the categories of site significance utilized to evaluate the Precontact and Historic archaeological sites in this study.

C.2 Sites of Local Significance

Examples of sites of local significance are isolated finds or small artifact scatters and small camps in disturbed or eroded contexts, including small scatters of Historic materials. Most lack cultural or temporal diagnostic artifacts or dateable organics (charcoal/bone). Sites of local significance are recorded and mapped, and artifacts collected. Rarely are they recommended for avoidance or further study by a consulting archaeologist and Alberta Culture and Tourism rarely requires avoidance or further mitigative studies of sites of local significance.

C.3 Sites of High Local Significance

Examples of sites of high local significance include small artifact scatters (small camps) with temporal/cultural diagnostic artifacts, isolated hearth features with datable charcoal/bone, small but high-density workshops, or isolated Historic cabins. Non-local toolstone may be present at Precontact sites. These sites generally represent one-time occupations by individual, task, or small family groups at that locale. Mapping and archaeological excavation of these sites/features may recover information that will assist in understanding the archaeology within that locality and its role in the larger region. Sites of high local significance may be recommended for avoidance or further archaeological study by a consulting archaeologist. Alberta Culture and Tourism may require further mitigative studies of these sites if they cannot be avoided in a proposed development.

C.4 Sites of Regional Significance

Sites that fall into this category include moderate to large campsites, workshop/quarries, rock art sites, or larger Historic sites such as large logging camps. In campsites, time/culturally diagnostic artifacts, non-local tool stone, features, and datable charcoal or bone are present. These camps represent repeated occupations of a locale by a group (multiple family). A number of stratified occupations may be present. Mapping and archaeological excavation of regionally significant sites will recover information which not only greatly assists in understanding the archaeology of that locality but also of the region. Test excavations are sometimes required to verify that a site is of regional significance. These sites are almost always recommended for avoidance or further archaeological study by a professional archaeologist and Alberta Culture and Tourism generally requires further mitigative studies at sites of regional significance if to be disturbed by development.

C.5 Sites of High Regional Significance

The difference between sites of regional and high regional significance reflects differences in size, complexity, number of occupations, activities, density, and diversity of contents, age, and preservation. For example, a moderately-sized Precontact campsite with two occupations may be of regional significance, whereas a larger campsite with stratified remains of four occupations may be of high regional significance. A logging camp may be of regional significance, but a well-preserved Historic townsite may be of high regional significance.

C.6 Sites of Provincial Significance

Sites of Provincial significance are sites which, because of their outstanding values (size, complexity, rarity, condition, etc.) in comparison to other sites of the same class in the Province of Alberta, would qualify for designation under the Alberta *Historical Resources Act*. Sites of Provincial significance are the least common, and overall rather rare.

APPENDIX D: ALBERTA ARCHAEOLOGICAL SITE FORM

Alberta

ARCHAEOLOGICAL SITE INVENTORY FORM

Borden No. GcOx-3

Permit No. 25-153

Revist Date:

FINAL 2025 OCT 10

Site Name:

Field No: GS4P

Related Heritage Survey Key No.(s):

Location

1. Elevation (m): 597 2. NTS 1:50,000 Map No.: 73L05

3. Legal Description: LSD 16 Section 4 Township 62 Range 13 W of 4 M

4. Point Coordinates: 10-TM (Forest) (EPSG: 3400) Easting 702702.000 Northing 6023337.000

5. Landowner: ☐ Government of Canada ☐ Government of Alberta ☐ Municipal Government ☒ Freehold

Landowner Name/Address: Austin Zacharko, [redacted]

6. Dimensions: Length (m) 32 Width (m) 30 Long Axis Orientation N-S Depth Below Surface (m) 0.15

7. Access (tips for access, nearest named place, highway/road numbers, cardinal directions, landmarks, distances)

From Smoky Lake, Alberta, travel east along Highway 28 and turn north onto Highway 36. Continue north for approximately 13.7 km, then turn east onto Township Road 620 and proceed for roughly 9.7 km. Turn north onto Range Road 133 and continue for about 1.3 km before turning west into a private driveway. Park approximately 150 m down the driveway. From this point, enter the forest and proceed north up a steep slope for approximately 50 m to reach the pointed terrace where the site is located atop the landform.

8. Site Environment/Setting (describe water source, landform, aspect, slope, sediment, stratigraphy, vegetation)

Water Source: ☒ Permanent ☐ Seasonal

Water Source Type: ☒ Lake ☐ River ☐ Stream ☐ Pond ☐ Wetland ☐ Spring other, specify:

Distance to Water (m): 125 Direction to Water: West Name: Whitefish Lake

Landform: Pointed Terrace Slope (degrees): 2 Aspect: South

Sediment: ☐ Boulders ☐ Cobbles ☒ Gravel ☐ Sand ☒ Silt ☒ Clay ☐ Loam ☐ Bedrock

Stratigraphy, vegetation, other comments

Profile: 0–15 cm duff; 1 cm of dark brown organic soil; 15–28 cm light grey compact silt with abundant small subangular gravels; at approximately 30 cm, a mix of reddish-brown clay and compact silt. A positive shovel test was identified at ~15 cm depth.The landform consists of a pointed terrace or V-shaped bench overlooking Whitefish Lake, situated approximately 30 m above the lake to the east. The surface is generally flat with a gentle 1–2° slope trending westward and a slightly steeper (~5°) slope to the south. The southern to southwestern edge of the landform is well defined, descending roughly 40 m to lower benches overlooking the lake. To the east, the landform edge is less defined and gradually transitions into low-lying terrain. Vegetation consists of an overstory of aspen, birch, and poplar, with a subcanopy of trembling aspen. Ground cover includes prickly rose and leaf litter.

Borden No. GcOx-3

Permit No. 25-153

Site Typology

9. Site Class
- [x] prehistoric
- [ ] Indigenous historic
- [ ] historic
- [ ] contemporary

10. Site Context
- [ ] surface
- [x] subsurface
- [ ] stratified
- [ ] underwater
- [ ] undetermined

11. Component
- [x] single
- [ ] multi
- [ ] undetermined

1 # components

12. Site Type
- [ ] isolated find
- [ ] scatter ≤10
- [x] scatter >10
- [ ] campsite
- [ ] stone feature
- [ ] killsite
- [ ] workshop
- [ ] quarry
- [ ] rock art
- [ ] burial
- [ ] settlement
- [ ] homestead
- [ ] farm
- [ ] ranch
- [ ] dwelling
- [ ] trading post
- [ ] police post
- [ ] mine
- [ ] trail
- [ ] mission
- [ ] school
- [ ] urban
- [ ] ceremonial/religious
- [ ] industrial
- [ ] transportation
- [ ] historic feature
- [ ] forestry
- [ ] military
- [ ] collection

13. Culture
- [x] Prehistoric, undetermined
- [ ] Early Prehistoric
- [ ] Middle Prehistoric
- [ ] Late Prehistoric
- [ ] Fur Trade/Contact/Protohistoric
- [ ] Historic

Cultural Affiliation (complexes, phases, traditions, projectile point types, ethnographic & ethnic groups)

Culture Remarks (describe the basis for your inferences concerning the age and/or cultural affiliation of the site)

Current Observations

14. Site description (spatial extent, patterning, features, density and variety of remains, diagnostics and exotic material, interpretation of the site including origins, functions, and context, summary of pertinent historic ownership for historic sites)

The site consists of a subsurface scatter of over ten lithic artifacts, which include a single core. Artifacts were recovered primarily from shovel testing at approximately 15cm depth within compact silt. The assemblage exhibits moderate diversity in material type and flake morphology, indicating multiple reduction events. No cultural features were identified. The site is situated on a pointed terrace overlooking Whitefish Lake to the west. Its elevated position and proximity to the lake suggest a strategic location for short-term tool production or maintenance activities, likely associated with resource procurement or habitation along the lakeshore.

15. Features (frequencies)
- ___ stone circle
- ___ cairn
- ___ stone arc
- ___ stone line
- ___ drive lane
- ___ medicine wheel
- ___ effigy
- ___ pictograph
- ___ petroglyph
- ___ hearth
- ___ pit
- ___ mound
- ___ depression
- ___ cabin
- ___ house
- ___ structure
- ___ foundation
- ___ cellar
- ___ dump
- ___ fence
- ___ trail
- ___ well
- ___ privy
- ___ outhouse
- ___ burial

other, specify ___

Borden No. GcOx-3
Permit No. 25-153

Current Observations, continued

16. Materials Observed: ☒ yes ☐ no Materials Collected: ☒ yes ☐ no

Materials observed/collected (frequencies)

observed	collected		observed	collected		observed	collected	
		projectile points			charcoal			wood
		lithic tools			faunal remains			shell
1	1	lithic cores			metal points			metal
11	11	lithic debitage			floral remains			glass
		bone tools			tephra			beads
		pottery			macrofossils			ceramics (historic)
		fire cracked rock			soil samples			other, specify

Total # materials observed: 12

Total # materials collected: 12

17. Collection Remarks (formed tools, raw materials, identifiable faunal, etc. collected)

11 quartzite flakes, and 1 quartzite core collected. Early and late stage reduction sequence, predominately late stage.

18. Collection Repository: ☒ Royal Alberta Museum ☐ private collection

19. Photo/Images: ☒ yes ☐ no Repository: ☒ Royal Alberta Museum other, specify

20. Calendar Date (A.D.):

21. Radiocarbon Dates (conventional C14 date(s) and standard deviation (+/-), lab number and material dated)

22. Estimated Portion Intact: ☒ 80-100% ☐ 50-80% ☐ <50% ☐ 0% ☐ undetermined

23. Disturbance Factors:

Type of Existing Disturbance

							other, specify
☐ agriculture	☐ road/highway	☐ coal mine	☐ transmission line	☐ industrial area	☐ cutline		
☐ pipeline	☐ gravel/sand pit	☐ oil sands	☐ recreation area	☐ vandalism	☐ OHV trail		
☐ wellsite	☐ residential area	☐ forestry	☐ reservoir	☐ erosion	☐ flooding		

Will proposed development impact site? ☐ yes ☒ no ☐ unknown ☐ N/A

Type of Anticipated / Potential Disturbance

							other, specify
☐ agriculture	☐ road/highway	☐ coal mine	☐ transmission line	☐ industrial area	☐ cutline		
☐ pipeline	☐ gravel/sand pit	☐ oil sands	☐ reservoir	☐ vandalism	☐ OHV trail		
☐ wellsite	☐ residential area	☐ forestry	☐ recreation area	☐ erosion	☐ flooding		

Disturbance Factor Details (both existing and anticipated)

Site is to be recommended for avoidance/further study. No disturbance anticipated.

Borden No. GcOx-3
Permit No. 25-153

Investigation

24. Investigation Methods	Location: # on landform (includes area within site)			Location: # within site boundary			# of positives		
	screened	not screened	**total**	screened	not screened	**total**	screened	not screened	**total**
☐ exposure inspection									
☒ shovel tests	17		**17**	8		**8**	4		**4**
☐ backhoe tests									
☐ deep evaluative test									
☐ auger tests									
☐ test unit									
☐ monitoring									
☐ surface inspection									
☐ excavation unit	# excavated square meters:			screen mesh size (mm): 6.25					
☐ detailed mapping	map description:								
other, specify:									

25. Permit Holder/Researcher: Grant Smith

26. Researcher Affiliation: Lifeways of Canada Limited

27. Observed by: Smith, G. and Vivian, B. Date (YYYYMMDD): 2025/09/24

28. Collected by: Smith, G. and Vivian, B. Date (YYYYMMDD): 2025/09/24

29. Tested by: Smith, G. and Vivian, B. Date (YYYYMMDD): 2025/09/24

30. Excavated by: Date (YYYYMMDD): 2025/09/24

31. Form completed by: Smith, G. Date (YYYYMMDD): 2025/10/06

32. Report Title/Project Name: Sunset Ridge Estates at Whitefish Lake

Site Significance and Recommendations

33. Site Significance/Recommendations Remarks

The site is considered to have moderate archaeological significance based on the recovery of more than ten lithic artifacts, including a core and flakes of varying material types. The artifact density indicate potential for additional buried cultural material. It is recommended that further investigation be undertaken to better define the site's extent, integrity, and cultural context. Additional subsurface testing is advised prior to any ground-disturbing activities to ensure adequate assessment and mitigation of archaeological resources.

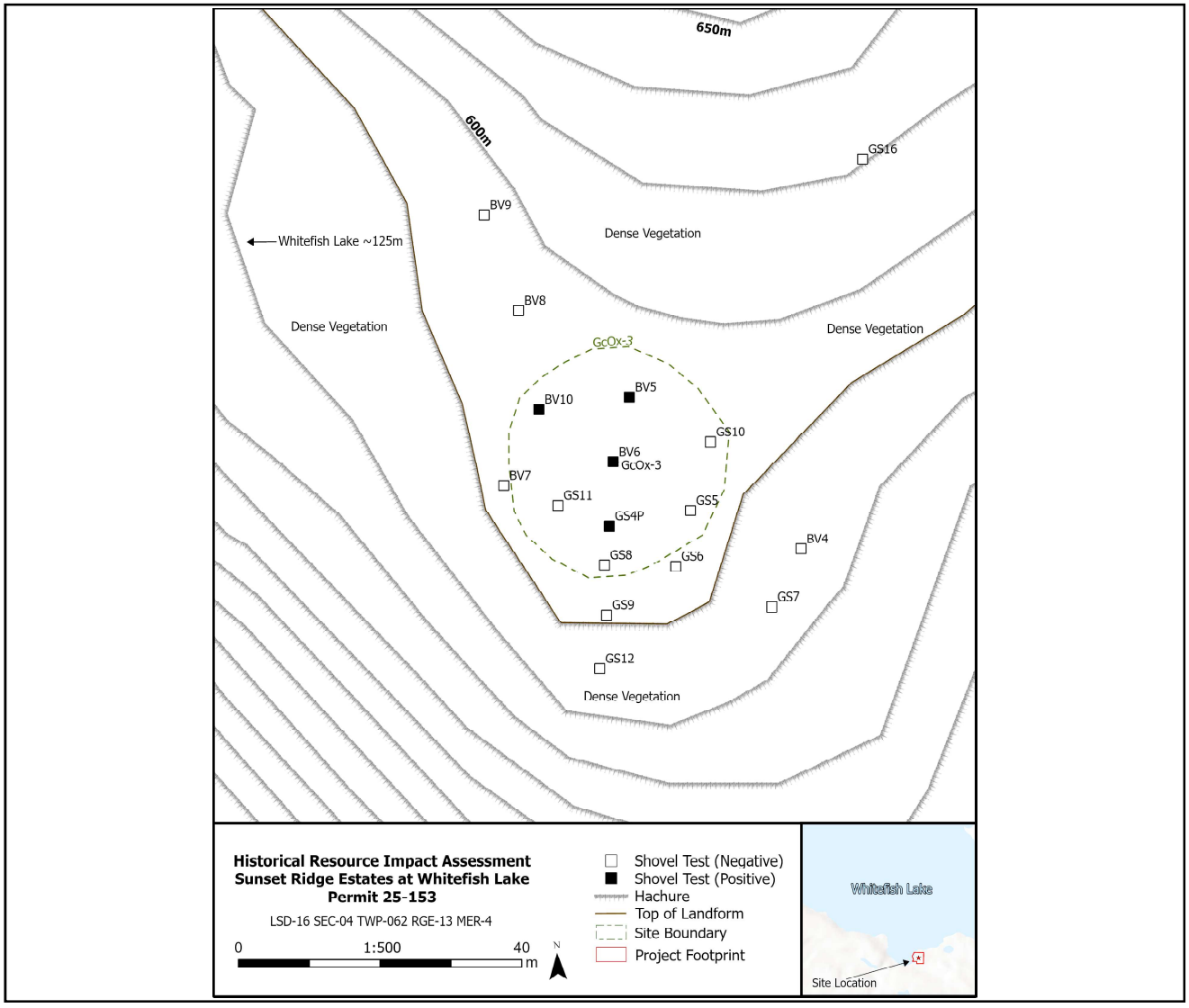
34. Additional Remarks

Photo facing south over first positive shovel test (GS4P) on landform.

Borden No. GcOx-3

35. Site Map

Permit No. 25-153



NTS 1:50,000 Map Inset Map No.: 73L05



Optional (map legend, site or artifact photo, other)



Alberta

ARCHAEOLOGICAL SITE INVENTORY FORM

Borden No. GcOx-4

Permit No. 25-153

Revist Date:

FINAL 2025 OCT 10

Site Name:

Field No: GS20P

Related Heritage Survey Key No.(s):

Location

1. Elevation (m): 586 2. NTS 1:50,000 Map No.: 73L05

3. Legal Description: LSD 16 Section 4 Township 62 Range 13 W of 4 M

4. Point Coordinates: 10-TM (Forest) (EPSG: 3400) Easting 702586.000 Northing 6023306.000

5. Landowner: ☐ Government of Canada ☐ Government of Alberta ☐ Municipal Government ☒ Freehold

Landowner Name/Address: Austin Zacharko, [redacted]

6. Dimensions: Length (m) 31 Width (m) 20 Long Axis Orientation NW-SE Depth Below Surface (m) 0.15

7. Access (tips for access, nearest named place, highway/road numbers, cardinal directions, landmarks, distances)

From Smoky Lake, Alberta, travel east along Highway 28 and turn north onto Highway 36. Continue north for approximately 13.7 km, then turn east onto Township Road 620 and proceed for roughly 9.7 km. Turn north onto Range Road 133 and continue for about 1.3 km before turning west into a private driveway. Park approximately 150 m down the driveway. From this point, proceed north past the main home for roughly 150m until the backyard transitions into the dense forest. At this transition point the site can be accessed on the terrace overlooking Whitefish Lake.

8. Site Environment/Setting (describe water source, landform, aspect, slope, sediment, stratigraphy, vegetation)

Water Source: ☒ Permanent ☐ Seasonal

Water Source Type: ☒ Lake ☐ River ☐ Stream ☐ Pond ☐ Wetland ☐ Spring other, specify:

Distance to Water (m): 15 Direction to Water: West Name: Whitefish Lake

Landform: Terrace Slope (degrees): 2 Aspect: West

Sediment: ☐ Boulders ☐ Cobbles ☐ Gravel ☐ Sand ☒ Silt ☒ Clay ☐ Loam ☐ Bedrock

Stratigraphy, vegetation, other comments

Profile: 0–9 cm duff; 10–11 cm dark brown organic soil; 11–22 cm light grey silt; 22–25 cm clayey silt composed of mixed reddish-brown clay and light grey silt. Shovel testing was conducted along the terrace edge at 10–20 m intervals, beginning at the edge of a disturbed area to the south.The landform consists of a terrace edge trending northeast to southwest with a well-defined western margin descending 45–50° toward Whitefish Lake. The southern portion of the landform is relatively flat, while the northern margin gradually declines at approximately 20°. To the east, the landform transitions into a poorly defined edge sloping about 10° into a low-lying area. Vegetation is consistent with surrounding areas, consisting of an overstory of aspen, birch, and poplar, with an understory of trembling aspen. Ground cover includes prickly rose and leaf litter.

Borden No. GcOx-4

Permit No. 25-153

Site Typology

9. Site Class
- [x] prehistoric
- [ ] Indigenous historic
- [ ] historic
- [ ] contemporary

10. Site Context
- [ ] surface
- [x] subsurface
- [ ] stratified
- [ ] underwater
- [ ] undetermined

11. Component
- [x] single
- [ ] multi
- [ ] undetermined

1 # components

12. Site Type
- [ ] isolated find
- [ ] scatter ≤10
- [ ] scatter >10
- [x] campsite
- [ ] stone feature
- [ ] killsite
- [ ] workshop
- [ ] quarry
- [ ] rock art
- [ ] burial
- [ ] settlement
- [ ] homestead
- [ ] farm
- [ ] ranch
- [ ] dwelling
- [ ] trading post
- [ ] police post
- [ ] mine
- [ ] trail
- [ ] mission
- [ ] school
- [ ] urban
- [ ] ceremonial/religious
- [ ] industrial
- [ ] transportation
- [ ] historic feature
- [ ] forestry
- [ ] military
- [ ] collection

13. Culture
- [x] Prehistoric, undetermined
- [ ] Early Prehistoric
- [ ] Middle Prehistoric
- [ ] Late Prehistoric
- [ ] Fur Trade/Contact/Protohistoric
- [ ] Historic

Cultural Affiliation (complexes, phases, traditions, projectile point types, ethnographic & ethnic groups)

Culture Remarks (describe the basis for your inferences concerning the age and/or cultural affiliation of the site)

Current Observations

14. Site description (spatial extent, patterning, features, density and variety of remains, diagnostics and exotic material, interpretation of the site including origins, functions, and context, summary of pertinent historic ownership for historic sites)

The site consists of a subsurface scatter of over ten lithic artifacts a varying material types, in addition to a single calcine bone fragment. Artifacts were recovered primarily from shovel testing at approximately 15cm depth within compact silt. No cultural features were identified. The site is situated on a terrace edge or bench, immediately overlooking Whitefish Lake to the west and south. Its elevated position and proximity to the lake suggest a strategic location for short-term tool production or maintenance activities, likely associated with resource procurement or habitation along the lakeshore.

15. Features (frequencies)
- ___ stone circle
- ___ cairn
- ___ stone arc
- ___ stone line
- ___ drive lane
- ___ medicine wheel
- ___ effigy
- ___ pictograph
- ___ petroglyph
- ___ hearth
- ___ pit
- ___ mound
- ___ depression
- ___ cabin
- ___ house
- ___ structure
- ___ foundation
- ___ cellar
- ___ dump
- ___ fence
- ___ trail
- ___ well
- ___ privy
- ___ outhouse
- ___ burial
- ___ other, specify

Borden No. GcOx-4
Permit No. 25-153

Current Observations, continued

16. Materials Observed: ☒ yes ☐ no Materials Collected: ☒ yes ☐ no

Materials observed/collected (frequencies)

observed	collected		observed	collected		observed	collected	
		projectile points			charcoal			wood
		lithic tools	1	1	faunal remains			shell
		lithic cores			metal points			metal
20	20	lithic debitage			floral remains			glass
		bone tools			tephra			beads
		pottery			macrofossils			ceramics (historic)
		fire cracked rock			soil samples			other, specify

Total # materials observed: 21

Total # materials collected: 21

17. Collection Remarks (formed tools, raw materials, identifiable faunal, etc. collected)

12 quartzite flakes, 2 chert flakes, 5 quartz flakes,1 petrified wood flake, and 1 calcine bone fragment. All flakes were in the late stages of lithic reduction. No single bone fragment is unidentifiable.

18. Collection Repository: ☒ Royal Alberta Museum ☐ private collection

19. Photo/Images: ☒ yes ☐ no Repository: ☒ Royal Alberta Museum other, specify

20. Calendar Date (A.D.):

21. Radiocarbon Dates (conventional C14 date(s) and standard deviation (+/-), lab number and material dated)

22. Estimated Portion Intact: ☒ 80-100% ☐ 50-80% ☐ <50% ☐ 0% ☐ undetermined

23. Disturbance Factors:

Type of Existing Disturbance

☐ agriculture ☐ road/highway ☐ coal mine ☐ transmission line ☐ industrial area ☐ cutline
☐ pipeline ☐ gravel/sand pit ☐ oil sands ☐ recreation area ☐ vandalism ☐ OHV trail
☐ wellsite ☐ residential area ☐ forestry ☐ reservoir ☐ erosion ☐ flooding

other, specify

Will proposed development impact site? ☐ yes ☒ no ☐ unknown ☐ N/A

Type of Anticipated / Potential Disturbance

☐ agriculture ☐ road/highway ☐ coal mine ☐ transmission line ☐ industrial area ☐ cutline
☐ pipeline ☐ gravel/sand pit ☐ oil sands ☐ reservoir ☐ vandalism ☐ OHV trail
☐ wellsite ☐ residential area ☐ forestry ☐ recreation area ☐ erosion ☐ flooding

other, specify

Disturbance Factor Details (both existing and anticipated)

Site is to be recommended for avoidance/further study. No disturbance anticipated.

Borden No. GcOx-4
Permit No. 25-153

Investigation

24. Investigation Methods	Location: # on landform (includes area within site)			Location: # within site boundary			# of positives		
	screened	not screened	**total**	screened	not screened	**total**	screened	not screened	**total**
☐ exposure inspection									
☒ shovel tests	7		**7**	6		**6**	5		**5**
☐ backhoe tests									
☐ deep evaluative test									
☐ auger tests									
☐ test unit									
☐ monitoring									
☐ surface inspection									
☐ excavation unit	# excavated square meters:			screen mesh size (mm): 6.25					
☐ detailed mapping	map description:								
other, specify:									

25. Permit Holder/Researcher: Grant Smith

26. Researcher Affiliation: Lifeways of Canada Limited

27. Observed by: Smith, G. and Vivian, B. Date (YYYYMMDD): 2025/09/25

28. Collected by: Smith, G. and Vivian, B. Date (YYYYMMDD): 2025/09/25

29. Tested by: Smith, G. and Vivian, B. Date (YYYYMMDD): 2025/09/25

30. Excavated by: Date (YYYYMMDD): 2025/09/25

31. Form completed by: Smith, G. Date (YYYYMMDD): 2025/10/06

32. Report Title/Project Name: Sunset Ridge Estates at Whitefish Lake

Site Significance and Recommendations

33. Site Significance/Recommendations Remarks

The site is considered to have moderate archaeological significance based on the recovery of more than ten lithic artifacts of varying material types. The artifact diversity and density indicate potential for additional buried cultural material. It is recommended that further investigation be undertaken to better define the site's extent, integrity, and cultural context. Additional subsurface testing is advised prior to any ground-disturbing activities to ensure adequate assessment and mitigation of archaeological resources.

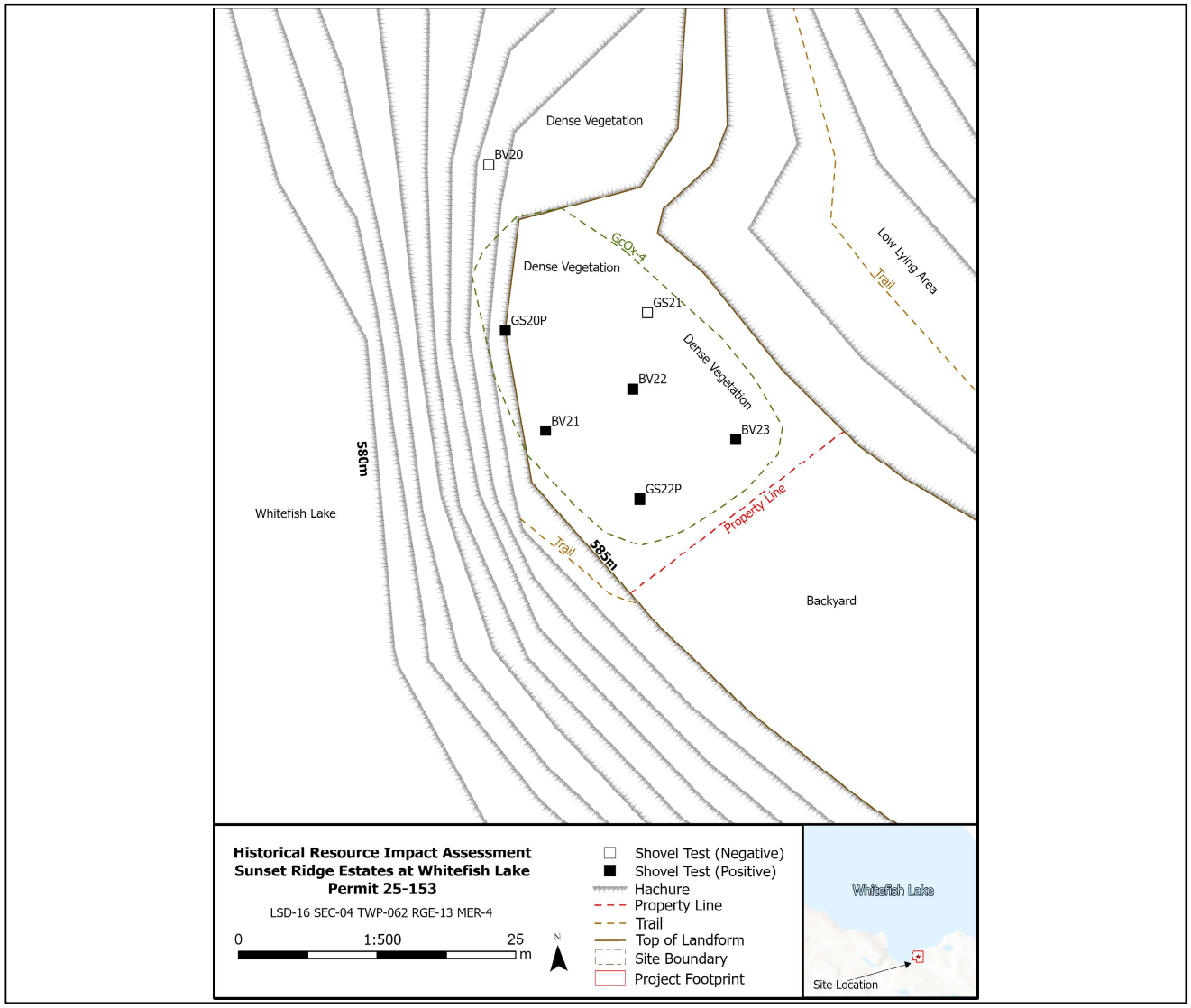
34. Additional Remarks

Photo facing west over first positive shovel test (GS20P) on landform.

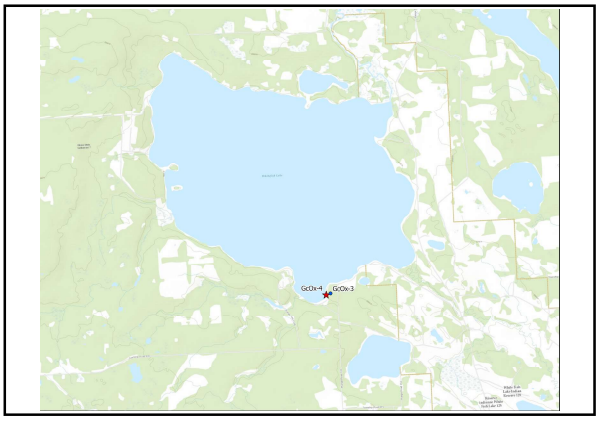
Borden No. GcOx-4

35. Site Map

Permit No. 25-153



NTS 1:50,000 Map Inset Map No.: 73L05



Optional (map legend, site or artifact photo, other)



APPENDIX F: SPATIAL DATA

Shape_Leng	Shape_Area	Permit	Bndy_Type	Subtype
3526.444	60336.13	25-153	Ground Survey	2
1397.622	107375.5	25-153	Development Footprint	1

Permit	SI_Name	Type	Subtype	Result	Num_Arts	Borden_No	sq_m	Depth	Screen	Screen_mm
25-153	BV11	Shovel Test	1	Negative	0		0	0.2	Screened	6.25
25-153	BV12	Shovel Test	1	Negative	0		0	0.15	Screened	6.25
25-153	BV13	Shovel Test	1	Negative	0		0	0.18	Screened	6.25
25-153	BV14	Shovel Test	1	Negative	0		0	0.12	Screened	6.25
25-153	BV15	Shovel Test	1	Negative	0		0	0.18	Screened	6.25
25-153	BV16	Shovel Test	1	Negative	0		0	0.2	Screened	6.25
25-153	BV17	Shovel Test	1	Negative	0		0	0.18	Screened	6.25
25-153	BV18	Shovel Test	1	Negative	0		0	0.2	Screened	6.25
25-153	BV19	Shovel Test	1	Negative	0		0	0.2	Screened	6.25
25-153	BV20	Shovel Test	1	Negative	0		0	0.2	Screened	6.25
25-153	BV21	Shovel Test	1	Positive	1	GcOx-4	0	0.24	Screened	6.25
25-153	BV22	Shovel Test	1	Positive	9	GcOx-4	0	0.25	Screened	6.25
25-153	BV23	Shovel Test	1	Positive	9	GcOx-4	0	0.2	Screened	6.25
25-153	BV1	Shovel Test	1	Negative	0		0	0.35	Screened	6.25
25-153	BV2	Shovel Test	1	Negative	0		0	0.25	Screened	6.25
25-153	BV3	Shovel Test	1	Negative	0		0	0.2	Screened	6.25
25-153	BV4	Shovel Test	1	Negative	0		0	0.23	Screened	6.25
25-153	BV5	Shovel Test	1	Positive	3	GcOx-3	0	0.2	Screened	6.25
25-153	BV6	Shovel Test	1	Positive	1	GcOx-3	0	0.2	Screened	6.25
25-153	BV7	Shovel Test	1	Negative	0		0	0.2	Screened	6.25
25-153	BV8	Shovel Test	1	Negative	0		0	0.2	Screened	6.25
25-153	BV9	Shovel Test	1	Negative	0		0	0.2	Screened	6.25
25-153	BV10	Shovel Test	1	Positive	4	GcOx-3	0	0.3	Screened	6.25
25-153	GS13	Shovel Test	1	Negative	0		0	0.25	Screened	6.25
25-153	GS14	Shovel Test	1	Negative	0		0	0.22	Screened	6.25
25-153	GS15	Shovel Test	1	Negative	0		0	0.22	Screened	6.25
25-153	GS16	Shovel Test	1	Negative	0		0	0.25	Screened	6.25
25-153	GS17	Shovel Test	1	Negative	0		0	0.23	Screened	6.25
25-153	GS18	Shovel Test	1	Negative	0		0	0.22	Screened	6.25
25-153	GS19	Shovel Test	1	Negative	0		0	0.28	Screened	6.25
25-153	GS20P	Shovel Test	1	Positive	1	GcOx-4	0	0.25	Screened	6.25
25-153	GS21	Shovel Test	1	Negative	0	GcOx-4	0	0.25	Screened	6.25
25-153	GS22P	Shovel Test	1	Positive	1	GcOx-4	0	0.22	Screened	6.25
25-153	GS1	Shovel Test	1	Negative	0		0	0.25	Screened	6.25
25-153	GS2	Shovel Test	1	Negative	0		0	0.25	Screened	6.25
25-153	GS3	Shovel Test	1	Negative	0		0	0.23	Screened	6.25
25-153	GS4P	Shovel Test	1	Positive	4	GcOx-3	0	0.3	Screened	6.25

Permit	SI_Name	Type	Subtype	Result	Num_Arts	Borden_No	sq_m	Depth	Screen	Screen_mm
25-153	GS5	Shovel Test	1	Negative	0	GcOx-3	0	0.22	Screened	6.25
25-153	GS6	Shovel Test	1	Negative	0		0	0.22	Screened	6.25
25-153	GS7	Shovel Test	1	Negative	0		0	0.25	Screened	6.25
25-153	GS8	Shovel Test	1	Negative	0	GcOx-3	0	0.22	Screened	6.25
25-153	GS9	Shovel Test	1	Negative	0		0	0.2	Screened	6.25
25-153	GS10	Shovel Test	1	Negative	0	GcOx-3	0	0.2	Screened	6.25
25-153	GS11	Shovel Test	1	Negative	0	GcOx-3	0	0.2	Screened	6.25
25-153	GS12	Shovel Test	1	Negative	0		0	0.23	Screened	6.25

APPENDIX G: ARTIFACT CATALOGUE

Borden Number	Catalogue Number	Count	Weight (g)	Length (mm)	Width (mm)	Thickness (mm)	Gross/Category Class	Description	Portion/Integrity	Raw Material	Colour	Cortex	Gross Taxon/ Family	Depth (cm BS)	10-TM Easting	10-TM Northing	SI_Name	Comments
GcOx-3	1	1	150.5	109.58			Lithic	primary decortication flake	incomplete	quartzite	grey, light	10%		0-20	702704.02	6023347.18	STBV5	
GcOx-3	2	1	1.2	19.4			Lithic	shatter	incomplete	quartzite	pink	0%		0-20	702704.02	6023347.18	STBV5	
GcOx-3	3	1	0.8	17.3			Lithic	shatter	incomplete	quartzite	orange	0%		0-20	702704.02	6023347.18	STBV5	
GcOx-3	4	1	4.4	31.05			Lithic	secondary flake	incomplete	quartzite	grey, light/ grey, dark	0%		8	702701.73	6023338.01	STBV6	dark grey part is more fine-grained; distal margin broken off
GcOx-3	5	1	13.1	40.64			Lithic	secondary decortication flake	incomplete	quartzite	pink/ white	25%		8-20	702691.25	6023345.43	STBV10	distal margin broken off
GcOx-3	6	1	4.8	27.96			Lithic	primary decortication flake	incomplete	quartzite	grey	50%		8-20	702691.25	6023345.43	STBV10	distal margin broken off
GcOx-3	7	1	3.2	22.45			Lithic	secondary flake	complete	quartzite	brown, light	0%		8-20	702691.25	6023345.43	STBV10	
GcOx-3	8	1	2.7	17.94			Lithic	secondary flake	incomplete	siltstone	red	0%		8-20	702691.25	6023345.43	STBV10	
GcOx-3	9	1	6.9	36.87			Lithic	flake fragment	incomplete	quartzite	white	0%		0-15	702701.18	6023328.95	STGS4P	
GcOx-3	10	1	11.8	44.02			Lithic	flake fragment	incomplete	quartzite	white	0%		0-15	702701.18	6023328.95	STGS4P	consists of distal margin portion
GcOx-3	11	1	0.7	18.82			Lithic	shatter	incomplete	quartzite	red	0%		0-15	702701.18	6023328.95	STGS4P	
GcOx-3	12	1	324.8	109.55	93.31	35.84	Lithic	core	complete	quartzite	grey/ orange			0-15	702701.18	6023328.95	STGS4P	seems heated - red/orange colouration at and around cortex (but not crazed); cortex covering ~80% of dorsal surface
GcOx-4	1	1	50.4	58.22			Lithic	primary decortication	incomplete	quartzite	red	0%		10-15	702576.80	6023310.66	STGS20P	distal portion broken off; 75% of dorsal surface is not cortex but weathered exterior
GcOx-4	2	1	0.3	14.28			Lithic	secondary decortication	incomplete	chert	grey, dark	10%		15-20	702588.93	6023295.41	STGS22P	small amount of exterior (cortex?) at platform
GcOx-4	3	1	8.0	36.66			Lithic	flake fragment	incomplete	quartzite	brown, light/ brown	0%		15	702580.43	6023301.58	STBV21	portion of distal margin
GcOx-4	4	1	9.7	28.55			Lithic	secondary decortication	incomplete	quartzite	red	0%		8-20	702588.30	6023305.39	STBV22	distal portion broken off;
GcOx-4	5	1	2.8	26.14			Lithic	flake fragment	incomplete	quartzite	red/ grey	0%		8-20	702588.30	6023305.39	STBV22	
GcOx-4	6	1	0.5	16.03			Lithic	flake fragment	incomplete	quartzite	red	0%		8-20	702588.30	6023305.39	STBV22	
GcOx-4	7	1	1.4	20.4			Lithic	flake fragment	incomplete	quartzite	pink, light	0%		8-20	702588.30	6023305.39	STBV22	distal edge of flake
GcOx-4	8	1	0.8	18.85			Lithic	secondary	complete	quartzite	pink, light	0%		8-20	702588.30	6023305.39	STBV22	
GcOx-4	9	1	0.3	12.53			Lithic	shatter	incomplete	quartzite	brown	50%		8-20	702588.30	6023305.39	STBV22	
GcOx-4	10	1	1.6	22.04			Lithic	primary decortication	incomplete	quartzite	orange	50%		8-20	702588.30	6023305.39	STBV22	fine-grained
GcOx-4	11	1	0.9	20.88			Lithic	flake fragment	incomplete	quartz	white	0%		8-20	702588.30	6023305.39	STBV22	lateral or distal edge flake fragment
GcOx-4	12	1	0.5	13.82			Lithic	shatter	incomplete	quartz	white	0%		8-20	702597.58	6023300.81	STBC23	
GcOx-4	13	1	0.4	12.91			Lithic	shatter	incomplete	quartz	white	0%		8-20	702597.58	6023300.81	STBC23	
GcOx-4	14	1	3.1	25.58			Lithic	flake fragment	incomplete	quartz	white with orange flecks	0%		8-20	702597.58	6023300.81	STBC23	
GcOx-4	15	1	0.8	16.69			Lithic	shatter	incomplete	quartzite	tan	0%		8-20	702597.58	6023300.81	STBC23	
GcOx-4	16	1	2.7	22.54			Lithic	shatter	incomplete	quartzite	white/ grey	0%		8-20	702597.58	6023300.81	STBC23	
GcOx-4	17	1	2.2	15.29			Lithic	secondary decortication	incomplete	quartzite	brown	25%		8-20	702597.58	6023300.81	STBC23	distal portion broken off
GcOx-4	18	1	1.0	18.88			Lithic	secondary	complete	quartzite	orange, light	0%		8-20	702597.58	6023300.81	STBC23	
GcOx-4	19	1	2.0	25.12			Lithic	primary decortication	incomplete	chert	brown	100%		8-20	702597.58	6023300.81	STBC23	some of lateral margin broken off, possibly heated
GcOx-4	20	1	0.3				Fauna	bone frag	incomplete				mammal, medium/large	8-20	702588.30	6023305.39	STBV22	calcined

Appendix E: Preliminary Engineering Drawings

OTES

d to the property line of each lot. The natural
d maintained by Smoky Lake County.

dividual power pole and meter. All electrical
ent will be owned and maintained by ATCO

ble for the installation of an on-site potable
eptic tanks will be permitted for wastewater
with applicable regulations.

esponsibility

sponsible for all aspects of development on

other structures

and inspections
and provincial regulations

via internal gravel roads and individual
y locations may be adjusted based on

the Smoky Lake County Land Use Bylaw,

ts
s
ge limits

ADDITIONAL CONSIDERATIONS

- **Environmental Reserve Buffer**

  All waterfront lots are subject to a 30-meter Environmental Reserve (ER) setback from the high-water mark of Whitefish Lake. While no development or vegetation clearing is permitted within the ER, lakefront landowners may create a natural walking path to allow for direct pedestrian access to the lake.

- **Lake Access & Recreation Area**

  All lot owners will have access to Whitefish Lake via the public access path and municipal reserve area. An off-lake recreational area is located on the development and will be open for all lot owners to use.

- **Environmental Preservation**

  Landowners are encouraged to preserve mature trees and natural vegetation where possible. No clearing is permitted within environmental reserve areas.

- **Wildfire Protection**

  All property owners are encouraged to implement FireSmart practices, including the creation of defensible space around structures and safe vegetation management.

- **Construction Impact**

  Lot owners are responsible for ensuring that construction activity does not damage subdivision roads or shared infrastructure. Any such damage will be the responsibility of the property owner.

- **Additional Considerations**

- This Outline Plan is not an engineering document and is for planning purposes only. It may not be used for construction purposes. It is intended for illustrative and conceptual reference only and is subject to change. Final engineering design, surveying, and municipal approvals will determine actual lot boundaries,infrastructure details, and development conditions.

LIST OF SHEETS

GENERAL NOTES	C1.0
SITE PLAN	C2.0
PLAN & PROFILE	C3.0
SITE SERVICING PLAN	C4.0
CROSS SECTIONS	C5.0
STORMWATER MANAGEMENT PLAN	C6.0

CAD FILENAME 2500600-PR-BASE1
PLOT DATE 2026-06-11

REV	DATE	REVISIONS	NAME
1	2026-06-05	ISSUED FOR REVIEW	PK
2	2026-06-11	ISSUED FOR APPROVAL	PK

LAND OWNER
AUSTIN ZACHARIAKO
2905970 ALBERTA LTD.
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CALGARY, AB T2S 0E1

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EDMONTON, AB T5S1E5
munplan.ab.ca

AUTHORITY HAVING JURISDICTION
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4612 MCDOUGALL DRIVE,
SMOKY LAKE, AB
TOA 3C0
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PRI ENGINEERING CORP.
2045 ENTERPRISE WAY #200,
KELOWNA, BC V1Y 9T5
priengineering.com

STAMP 2026-06-11

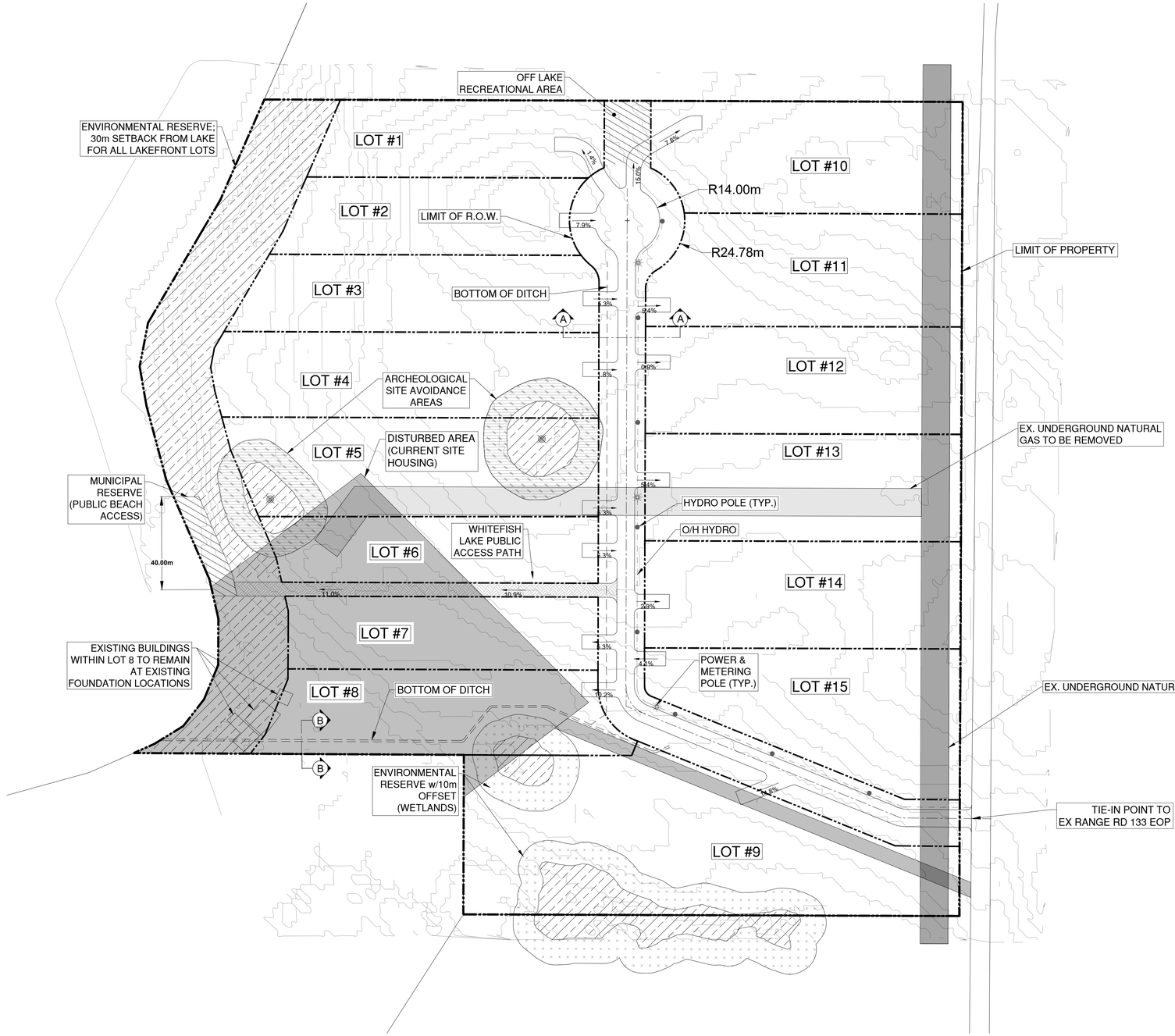
PAUL J. KUNDZINS
SENIOR DESIGNER
DATE 2026-06-11

DESIGNED JZ DATE 2026-06-11
QUALITY CONTROL PK DATE 2026-06-11
QUALITY ASSURANCE PK DATE 2026-06-11
DRAWN PK DATE 2026-06-11

SUNSET RIDGE ESTATES AT WHITEFISH LAKE
GENERAL NOTES

FILE NUMBER	PROJECT NUMBER	REG	DRAWING NUMBER	REV
2500600	2500600	1	2500600-C1.0	

AILS



LOT DETAILS

LOT NO.	AREA (m^2)
1	3,986
2	4,067
3	4,990
4	6,042
5	6,567
6	3,981
7	4,170
8	5,300
9	11,747
10	6,253
11	6,253
12	6,253
13	6,253
14	6,250
15	6,250

SCALE 1:000

CAD FILENAME: 2500600-PR-BASE1
PLOT DATE: 2026-06-11

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1	2026-06-05	ISSUED FOR REVIEW	PK
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LAND OWNER: AUSTIN ZACHARIAKO 2003570 ALBERTA LTD. 303 19 AVE SW #104, CALGARY, AB T2S 0E1

SUBDIVISION AUTHORITY: MUNICIPAL PLANNING SERVICES 17511 107 AVE NW #206, EDMONTON, AB T5S1E5 munplan.ab.ca

AUTHORITY HAVING JURISDICTION: SMOKY LAKE COUNTY 4612 MCDOUGALL DRIVE, SMOKY LAKE, AB T0A 3C0 smokylakecounty.ab.ca

CONSULTANT: PRI ENGINEERING CORP. 2045 ENTERPRISE WAY #200, KELOWNA, BC V1Y 9T5 priengineering.com

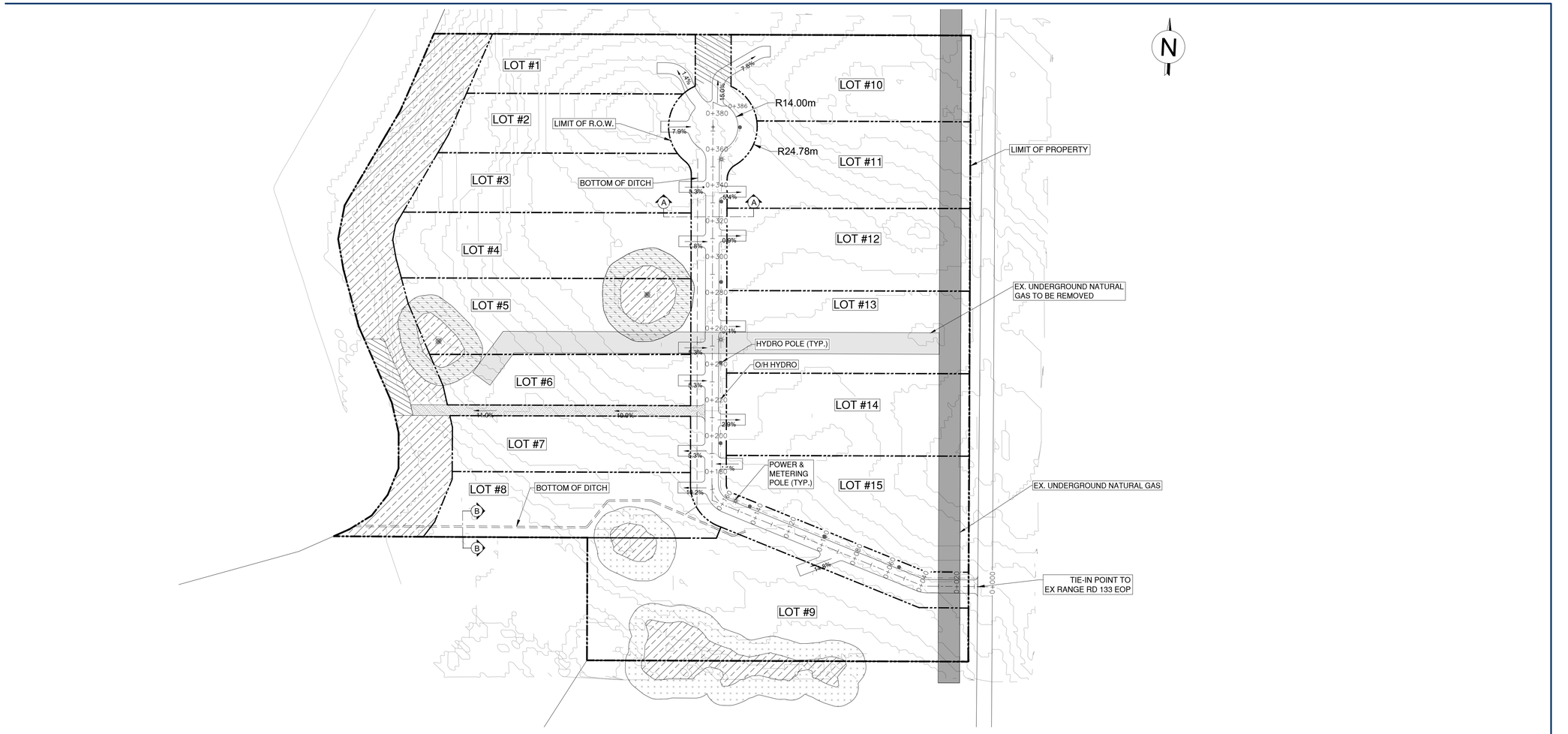
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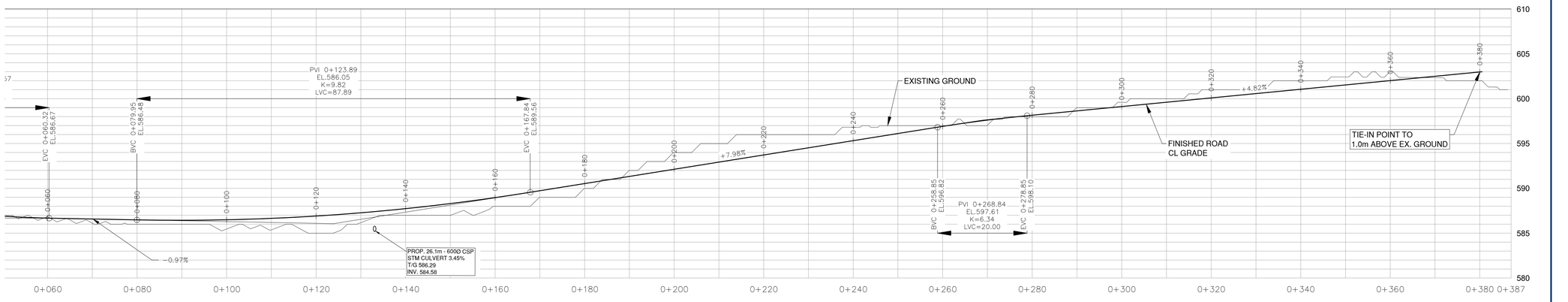
PAUL J. KUNDZINS
SENIOR DESIGNER
DATE 2026-06-11

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QUALITY ASSURANCE	PK	DATE	2026-06-11
DRAWN	PK	DATE	2026-06-11

SUNSET RIDGE ESTATES AT WHITEFISH LAKE
SITE PLAN

FILE NUMBER	PROJECT NUMBER	REG	DRAWING NUMBER	REV
2500600	2500600	1	2500600-C2.0	





SCALE H 1:500
V 1:250

SCALE 1:1250

CAD FILENAME: 2500600-PR-BASE1
PLOT DATE: 2026-06-11

REV	DATE	REVISIONS	NAME
1	2026-06-05	ISSUED FOR REVIEW	PK
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LAND OWNER
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STAMP 2026-06-11

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DATE 2026-06-11

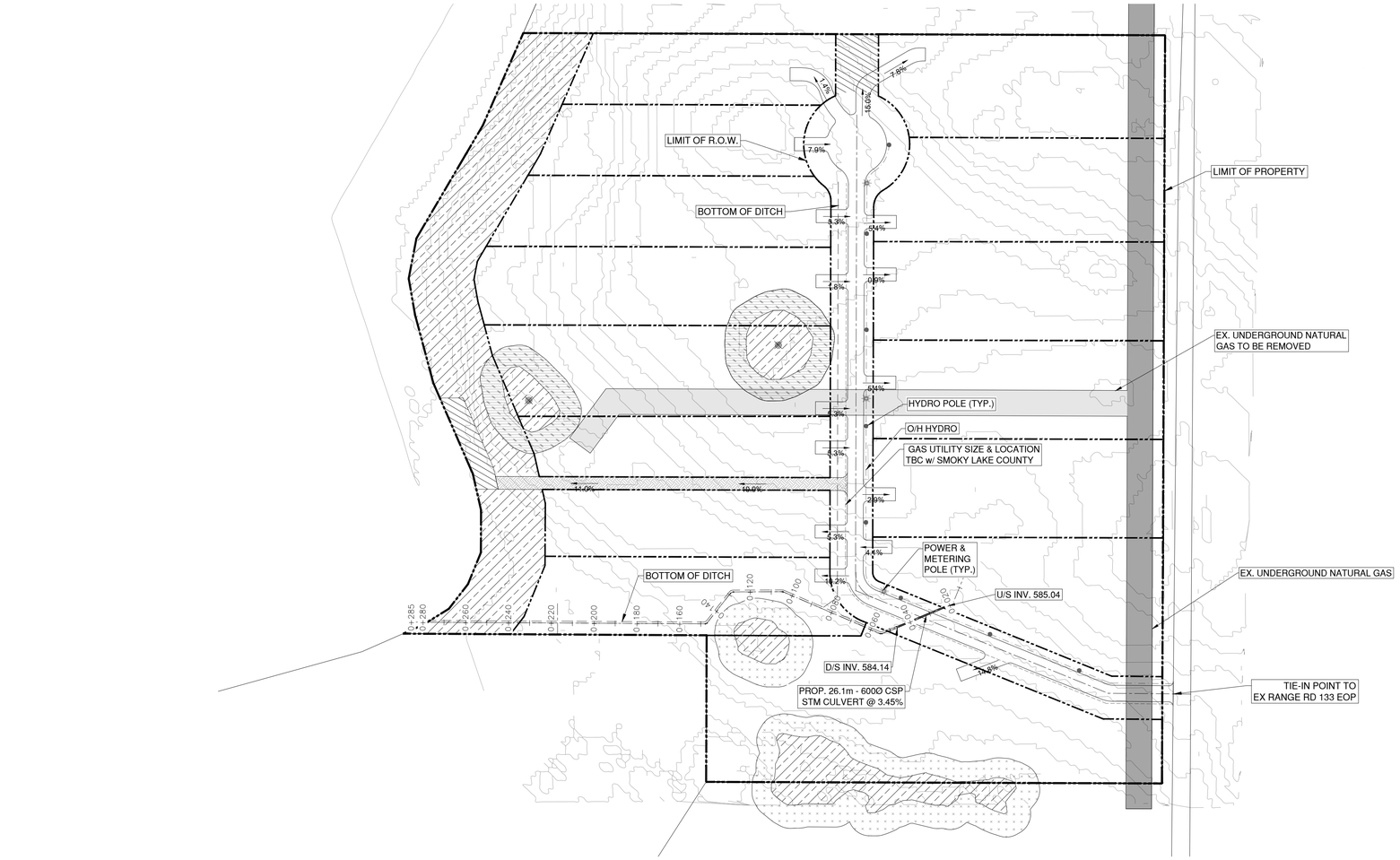
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QUALITY CONTROL PK DATE 2026-06-11
QUALITY ASSURANCE PK DATE 2026-06-11
DRAWN PK DATE 2026-06-11

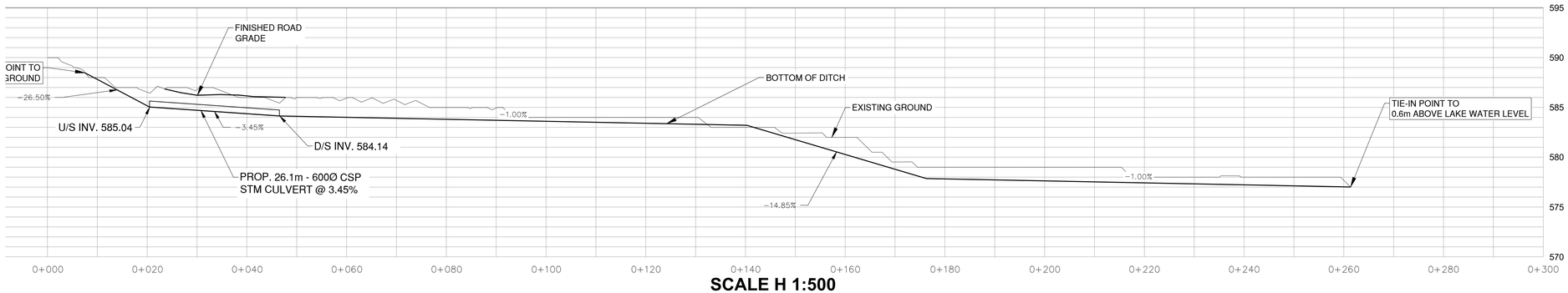
SUNSET RIDGE ESTATES AT WHITEFISH LAKE

PLAN & PROFILE

STA -0+005 TO 0+387

FILE NUMBER	PROJECT NUMBER	REG	DRAWING NUMBER	REV
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SCALE H 1:500
V 1:250

SCALE 1:1250

CAD FILENAME: 2500600-PR-BASE1
PLOT DATE: 2026-06-11

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1	2026-06-05	ISSUED FOR REVIEW	PK
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LAND OWNER
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PROFESSIONAL ENGINEERS AND GEOSCIENTISTS ALBERTA
STAMP 2026-06-11

PAUL J. KUNDZINS
SENIOR DESIGNER
DATE 2026-06-11

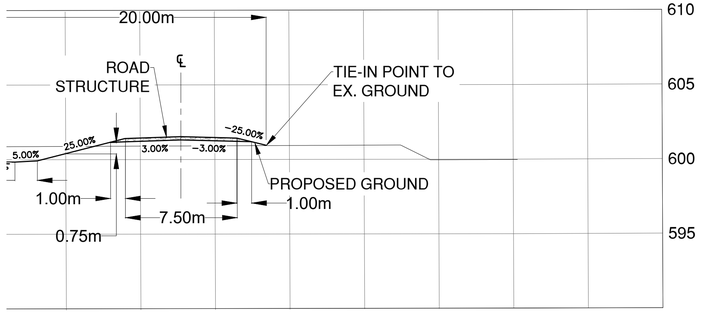
DESIGNED JZ DATE 2026-06-11
QUALITY CONTROL PK DATE 2026-06-11
QUALITY ASSURANCE PK DATE 2026-06-11
DRAWN PK DATE 2026-06-11

SUNSET RIDGE ESTATES AT WHITEFISH LAKE

SITE SERVICING PLAN

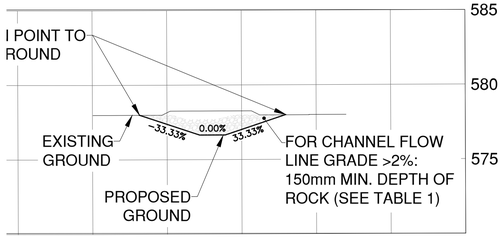
STA -0+020 TO 0+300

FILE NUMBER	PROJECT NUMBER	REG	DRAWING NUMBER	REV
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CROSS SECTION A-A
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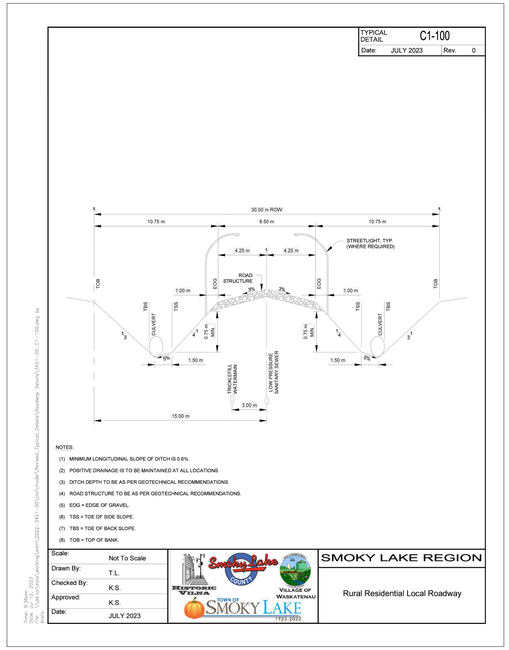
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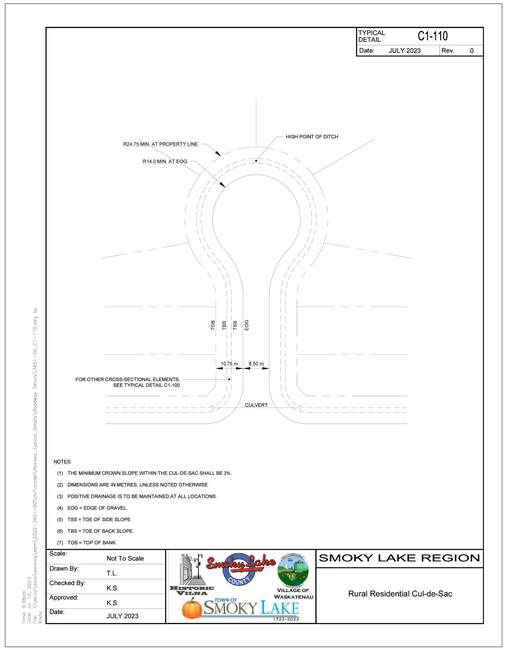


CROSS SECTION B-B
SCALE H 1:200
V 1:200

TABLE 1

D_{50} OF ROCK (mm)	MAXIMUM FLOW DEPTH OVER ROCK (mm)
75	50
150	100





CAD FILENAME: 2500600-PR-BASE1
PLOT DATE: 2026-06-11

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1	2026-06-05	ISSUED FOR REVIEW	PK
2	2026-06-11	ISSUED FOR APPROVAL	PK

LAND OWNER
AUSTIN ZACHARIAKO
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PROFESSIONAL ENGINEER PROVINCE OF ALBERTA PAUL JOHN KUNDZINS 25193
STAMP 2026-06-11

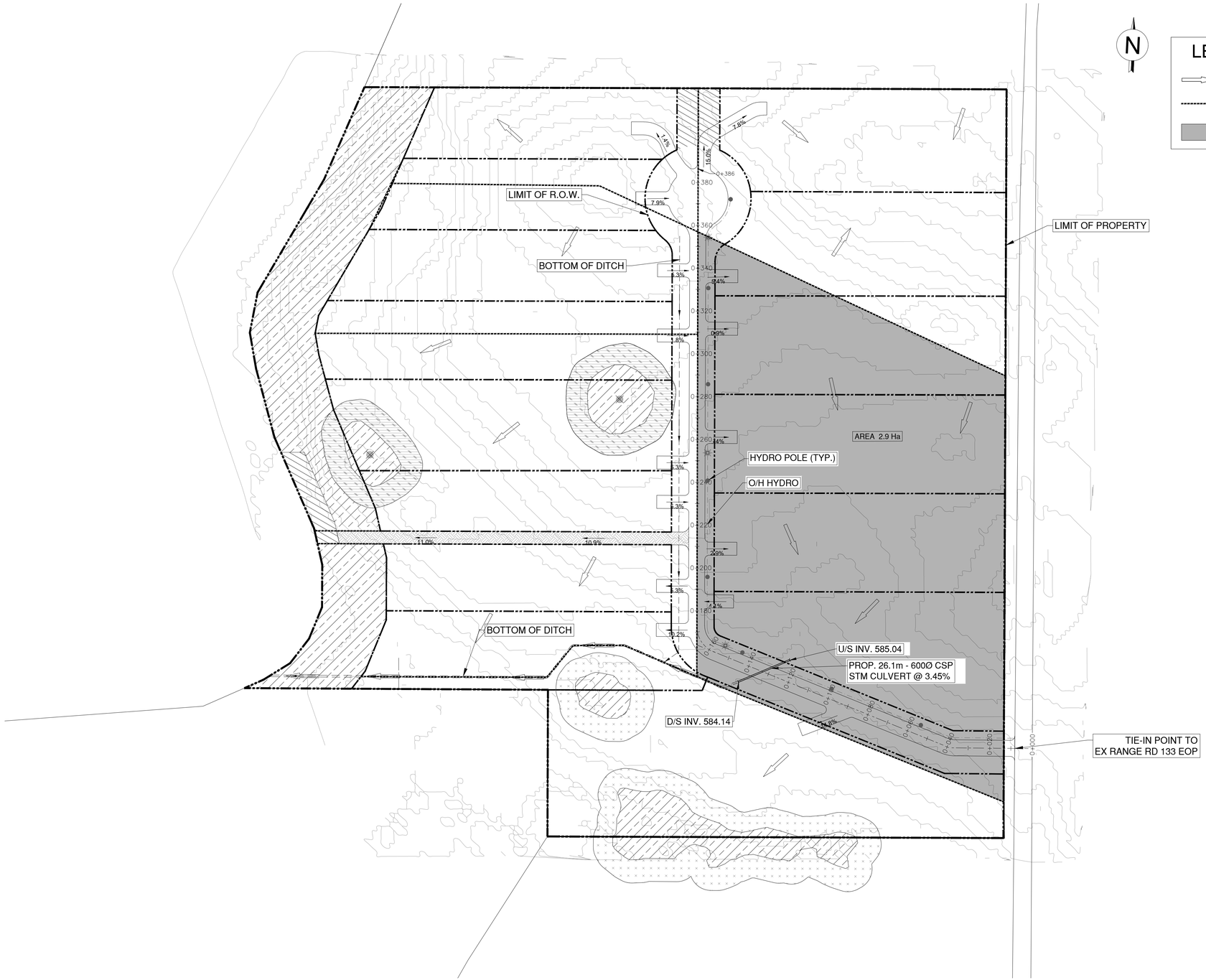
PAUL J. KUNDZINS
SENIOR DESIGNER
DATE 2026-06-11

DESIGNED	JZ	DATE	2026-06-11
QUALITY CONTROL	PK	DATE	2026-06-11
QUALITY ASSURANCE	PK	DATE	2026-06-11
DRAWN	PK	DATE	2026-06-11

SUNSET RIDGE ESTATES AT WHITEFISH LAKE

CROSS SECTIONS

FILE NUMBER	PROJECT NUMBER	REG	DRAWING NUMBER	REV
2500600	2500600	1	2500600-C5.0	



SCALE 1:1000

CAD 2500600-PR-BASE1
FILENAME
PLOT DATE 2026-06-11

REV	DATE	REVISIONS	NAME
1	2026-06-05	ISSUED FOR REVIEW	PK
2	2026-06-11	ISSUED FOR APPROVAL	PK

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KELOWNA, BC V1Y 9T5
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STAMP 2026-06-11

PAUL J. KUNDZINS
SENIOR DESIGNER
DATE 2026-06-11

DESIGNED	JZ	DATE	2026-06-11
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QUALITY ASSURANCE	PK	DATE	2026-06-11
DRAWN	PK	DATE	2026-06-11

SUNSET RIDGE ESTATES AT WHITEFISH LAKE

STORMWATER MANAGEMENT PLAN

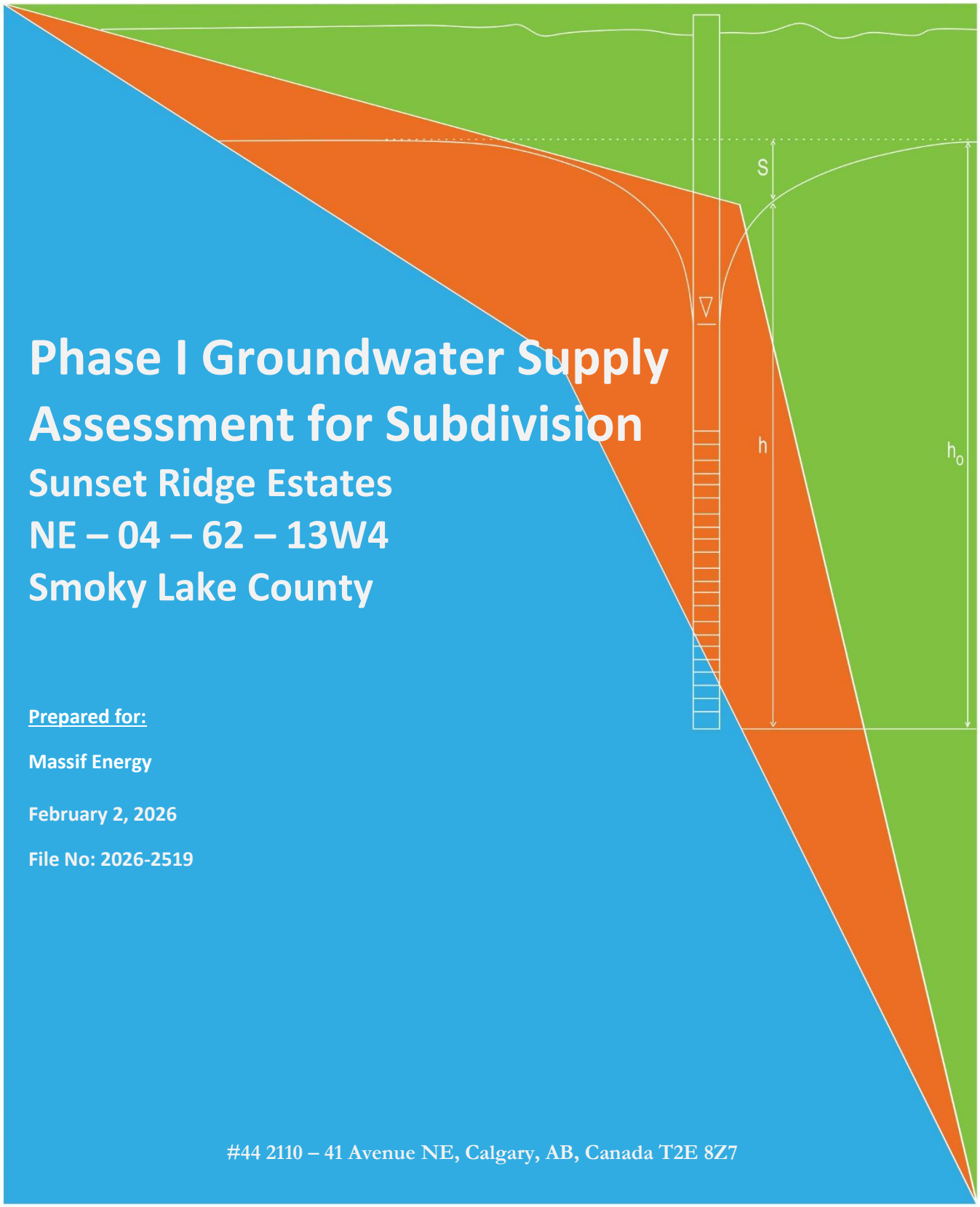
FILE NUMBER	PROJECT NUMBER	REG	DRAWING NUMBER	REV
2500600	2500600	1	2500600-C6.0	

Appendix F: Water Act Report

APPENDIX F:

Water Act Report

Date Report Completed	Feb 2, 2026
Consultant	Groundwater Resources Information Technologies



Phase I Groundwater Supply Assessment for Subdivision

Sunset Ridge Estates

NE – 04 – 62 – 13W4

Smoky Lake County

Prepared for:

Massif Energy

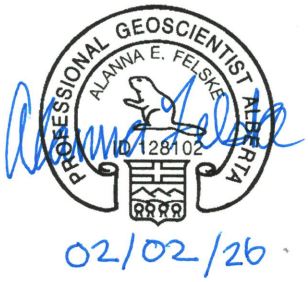
February 2, 2026

File No: 2026-2519

#44 2110 – 41 Avenue NE, Calgary, AB, Canada T2E 8Z7

Signatures

Reviewed by:



02/02/26

Alanna Felske, P.Geo
Hydrogeologist

Prepared by:

[redacted]

Jenna Hall
Hydrologist

APEGA Permit to Practice: 16866

Disclaimer

This report has been prepared by Groundwater Resources Information Technologies 3.0 (the consultant) for the exclusive use and benefit of the addressee (the client) and may not be relied upon by any other person or third party, for any other purpose without the prior written consent of the consultant. The consultant is not responsible for any damages that may be suffered as the result of any unauthorized use of, or reliance on, this report. Groundwater Resources Information Technologies 3.0 (GRIT3) has performed the work as described below and made the findings and conclusions set out in the report in a manner consistent with the level of care and skill normally exercised by members of the geological science profession practicing under similar conditions at the time the work was performed. This report presents a reasonable review of information available to GRIT Ltd. Within the established scope, work schedule and budgetary constraints. GRIT3 Ltd. accepts no responsibility for any deficiency, misstatement or inaccuracy in this report resulting from misinformation from any individuals or parties that provided information as part of this report. GRIT Ltd. appreciates the opportunity to present these finding on behalf of the Client. If you have any questions regarding the above report, please do not hesitate to contact the above signed.

Executive Summary

A Phase I Groundwater Supply Assessment was undertaken for a proposed 21-lot subdivision located within NE – 04 – 62 – 13W4 to better understand the distribution and quality of aquifer resources in the area as the relate to the development of the property and its water requirements. To meet the water requirements of the Site, either 21 individual wells are required to supply at domestic rates of 1,250 m^3/year (3.4 m^3/day) or one licensed supply well to produce at a rate of at least 17.3 m^3/day.

Bedrock in the area consists of fine-grained mudstone and siltstone sequences, with limited aquifer potential. Existing wells in the area are completed within coarse-grained surficial aquifers consisting of sand and gravel. Future wells on the subdivision can target the surficial aquifer found 20 – 60 metres below the Site, with depth varying due to topographic variation across the Site. Based on available pumping test data, the surficial sand aquifer produces yields sufficient to meet the minimum domestic rate of 3.4 m^3/day and the potential for a well to produce at community licensed rates.

A low volume of the groundwater supply is currently being utilized by existing domestic, licensed, or traditional groundwater users in the area. There are no existing water licenses near the subdivision site, with licensed water use in the area coming from surface water.

Accounting for the aquifers likely connection to Whitefish Lake, drawdown interference calculations do not show detrimental effects to nearby existing wells due to production from new wells producing at domestic rates or community supply rates.

Available groundwater chemistry reports were evaluated to determine baseline water quality. Aesthetic objective guidelines for iron and Total Dissolved Solids (TDS) appear elevated above drinking water guidelines. As available water chemistry reports were only available from over 45 years ago, it is recommended that any future supply wells be sampled and analyzed for routine potability parameters prior to long term human consumption.

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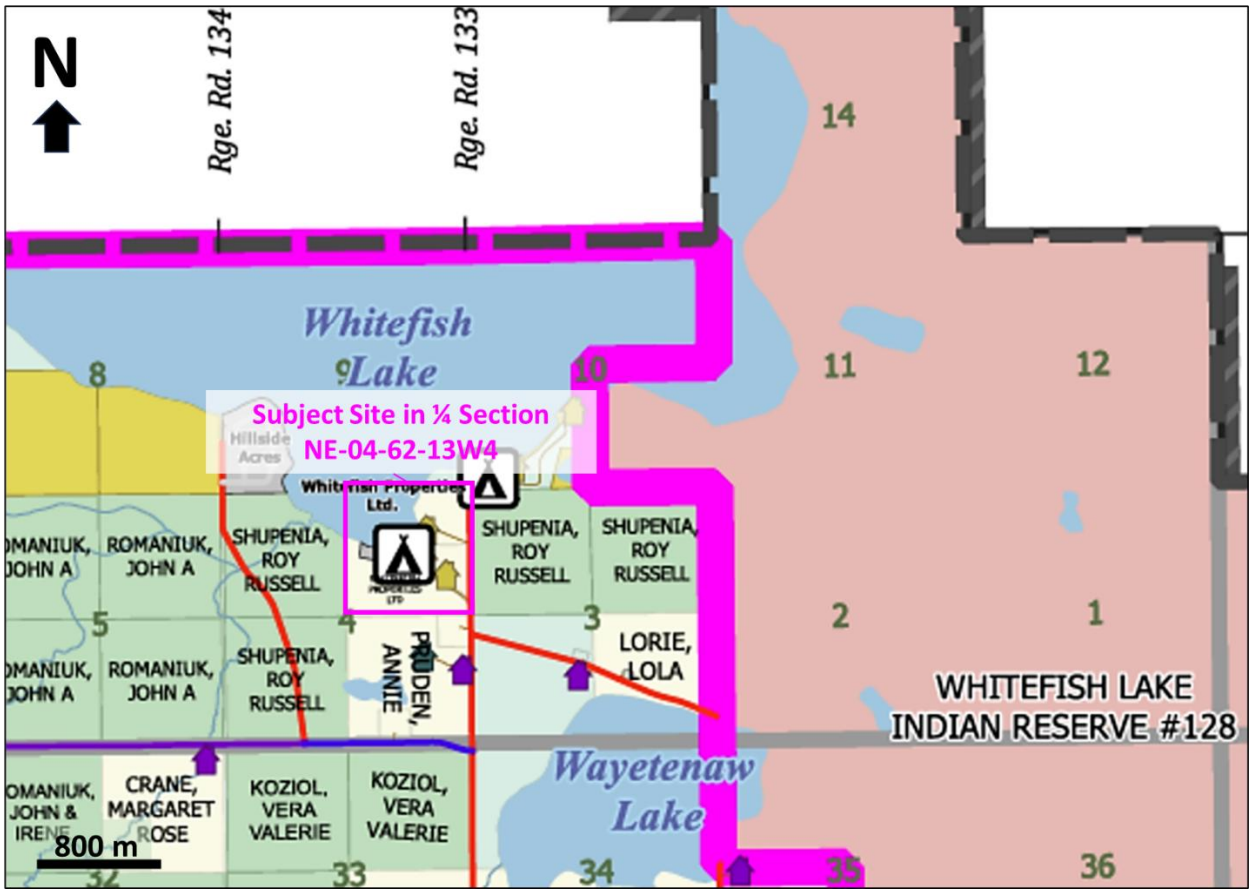
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[1.0] Introduction

Groundwater Resources Information Technologies 3.0 Ltd. (GRIT3) was retained by Massif Energy to undertake a Phase I Groundwater Supply Assessment for a proposed 21-lot residential subdivision located within NE – 04 – 62 – 13W4, to better understand the distribution and quality of aquifer resources in the area as the relate to the development of the property and its water requirements.

The Site is located on the far south side of Whitefish Lake, within Smoky Lake County. The Site area consists primarily of dense residential subdivisions interspersed with forested, undeveloped land. A portion of the Smoky Lake Country landownership map with the location of the Site quarter section is shown in Figure 1.

Figure 1. Portion of Smoky County landownership map with subject site ¼ section location



An aerial photo of the Site relative to existing water supply well locations (orange circles) as listed on the Alberta Government water well database, is shown in Figure 2.

#44 – 2110 41 Avenue NE, Calgary, AB, Canada T2E 8Z7

Figure 2. Air photo of the Site relative to existing well locations



Wells placed in the middle of quarter sections do not have accurate GPS coordinates so are placed in the middle of their respective quarter sections on the Alberta water well database. Of the 11 listed records, five are for chemistry records with no well or lithology information, four are for decommissioned test holes with no well information, and one is for a 535 metre deep structure test hole with no well or lithology information. There is limited well and lithology data available near the Site.

[2.0] Water Well Supply Needs

According to the *Water Act* each residential lot is entitled to water at a rate of 1,250 m^3/year (3.4 m^3/day).

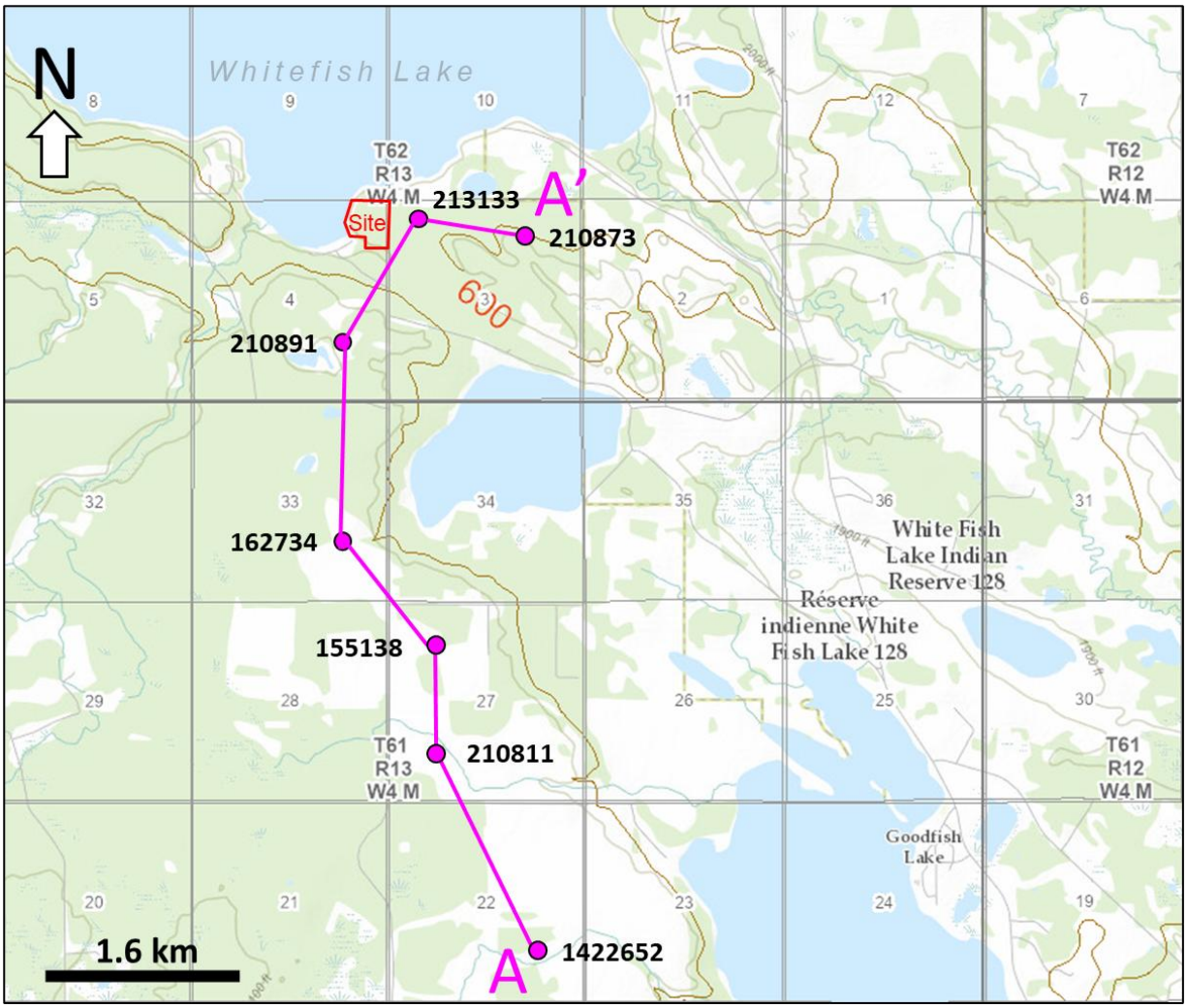
The subdivision would require 21 individual wells to produce at domestic rates (3.4 m^3/day) or a licensed community supply well that would supply the entire subdivision and produce at a minimum rate of 17.3 m^3/day. A community supply well would have to go through the licensing process governed by Alberta Environment and Protected Areas and would require an on-Site centralized water treatment system.

[3.0] Topography

The Site area is located at an elevation of 600 metres above sea level (masl) near the north of the Site and elevation dropping to 580 masl near the south and west of the Site. Whitefish Lake is located immediately west of the Site boundaries, with the lake at an elevation of approximately 578 masl.

A topographic map of the Site area with surface elevation contours is shown in Figure 3.

Figure 3. Topographic map of Site area with location of wells in cross section line A-A'



[4.0] Nature of Regional Aquifers

[4.1] Surficial Geology

The surficial strata in the area are mapped in *Surficial Geology Sand River Area, Alberta* (Fenton and Andriashek, 1983). Surficial deposits in the area have undergone reworking during deposition, with deposits under the Site consisting of thrust moraine which was subsequently fluted during the same glacial advance. The moraine deposits consist of unstratified, unsorted glacially deposited sand, silt, clay and minor pebbles, cobbles and boulders.

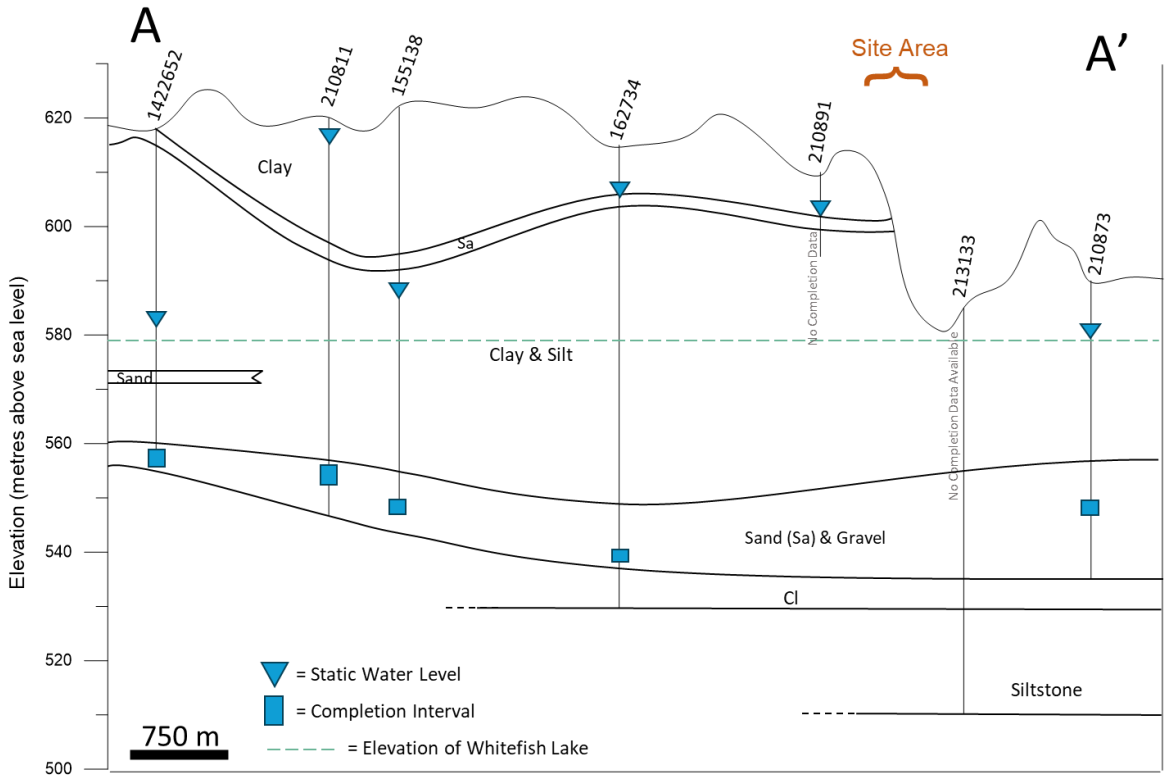
According to Water Well Drilling Reports for wells in the area, surficial sediments consist of 30 – 60 metres of mixed or layered clay, silt and sand deposits.

[4.2] Bedrock Geology

The underlying bedrock consists of the Upper Cretaceous aged Lea Park Formation. The Lea Park Formation is a marine deposit consisting of mudstones, siltstones and fine-grained sandstones, often containing calcite veins. The prominence of low permeability mudstone within the formation limits the potential of bedrock aquifers in the areas.

Using existing Water Well Drilling Reports in the area, a cross section (A – A') showing the relationship between topography, target aquifers and static water levels is presented in Figure 4.

Figure 4. Geologic cross section A – A'



Surficial deposits near the Site consist of layers of clay, silt, sand and gravel. Existing wells target the mixed sand and gravel deposits found from 540 – 560 metres above sea level (masl), around 20 – 60 metres below the Site (depending on topographic position). Wells completed within this aquifer show

varying static water levels, indicating there may be stratification within the aquifer. Some wells have water levels that correlate with the surface water elevation of Whitefish Lake, suggesting the wells are hydraulically connected to the lake.

Future supply wells on the Site will target the same surficial sand-gravel aquifer as existing wells. Available pumping test data from wells completed within surficial aquifers near the Site indicate a safe yield of 9.4 – 24.8 m^3/day (Section 6). Aquifer yields appear sufficient to meet the minimum domestic use requirement of 3.4 m^3/day for individual supply wells and have potential to produce at rates required for a licensed community well of at least 17.3 m^3/day.

[5.0] Area Groundwater Users

A search of the Government of Alberta water well database was done to determine the number of water wells and their associated use in the area within 1.6 km (1-mile) of the Site. The search shows a total of four well records, with one well used for stock watering, two for a combination of domestic and stock use, and the remaining well with an unknown purpose. There are also records for four decommissioned wells. Wells were completed between 1971 and 1986 to depths of 15.5 – 74.7 metres below ground. A summary of the available well details is included in Appendix I.

[5.1] Licensed Groundwater Users

A search of the Alberta Environmental Records Viewer was undertaken to determine if any groundwater licenses are present in the area. A search of licenses for the subject site and adjoining eight sections was undertaken. No licenses for groundwater use were found. All the licensed water use within the search area is from surface water sources.

[6.0] Area Aquifer Properties

Two wells in the area with available pumping test data were used to evaluate aquifer yields around the Site. The pumping tests were analyzed with the aid of AQTESOLV software developed by Hydrosoft Inc. to estimate aquifer transmissivity and safe yield rates (Q_{20}) (Appendix II). A summary of well yield and associated aquifer properties produced from the analysis is below.

Table 1. Summary of area aquifer properties

Well ID	Distance (m)/ Direction from Site	Depth to Aquifer Top (m)	Aquifer Thickness (m)	Aquifer Type	Transmissivity (m^2/day)	Safe Well Yield (Q_{20}) (m^3/day)
210916	5,900 N	10.1	5.2	Unconfined Sand	75.1	24.8
1422652*	6,000 S	57.9	4.3	Confined Sand	0.7	9.4
*Well does not have accurate GPS coordinates and is listed on the Alberta water well database in the middle of the respective quarter section						

The twenty-year safe yield of the supply wells (Q_{20}) was calculated using the modified Moell method as suggested in Alberta Environments *Guide to Groundwater Authorization* (February 2023) as follows:

$$Q_{20} = \frac{(0.7 \times Q \times H_a)}{s_{100min} + (s_{20yrs} - s_{100th})}$$

Where:

Q	-	Pump test flow rate (m^3/day)
H_a	-	Available Head (m) = (Top of Aquifer - (Static Water Level - Well Stickup) Or $\frac{2}{3} \times$ Saturated Aquifer Thickness (for unconfined aquifers)
$S_{100\ min}$	-	Observed drawdown at 100 minutes (m)
$(S_{20yrs} - S_{100\ th})$	-	Difference between theoretical drawdown at 20 years and 100 min (m)
0.7	-	Safety factor

Analysis of pumping test data from Well 210916, completed in an unconfined sand aquifer, produced a safe yield of 24.8 m^3/day. Pumping test data from Well 1422652, completed in a confined sand aquifer, produced a safe yield of 9.4 m^3/day.

Based on available pumping test data and bedrock geology mapping, the coarse-grained surficial aquifers underlying the Site produce yields sufficient to meet the minimum domestic rate of 3.4 m^3/day for individual supply wells and have potential to produce at rates required for a licensed community well. A conservative yield of 6 m^3/day is estimated for coarse-grained aquifers located 20 – 60 metres below the Site.

[7.0] Effect on Existing Groundwater Users

Using the Cooper-Jacob equation below, the expected drawdown through time can be calculated at various radial distances from the future development. Radial distances are measured from the centre of the Site.

[7.1] Individual Supply Wells

The pumping rate is equal to 21 new wells pumping continuously at domestic rates.

$$s = \frac{(0.183 \times Q)}{T} \times Log\left(\frac{2.25 \times T \times t}{r^2 \times S}\right)$$

Where:

s	-	Drawdown (m)
S	-	Storativity (5.0×10^{-3})
Q	-	Pump rate (3.4 m^3/day × 21 wells = 71.4 m^3/day)
T	-	Transmissivity (0.7 m^2/day) – (from Table 1)
t	-	Time (days)
r	-	Radial distance from pumping well (m)

Water level drawdown at various distances from the centre of the Site are tabulated as a function of time in Table 2.

Table 2. Cooper-Jacob distance drawdown calculations for individual supply wells

Distance (m)/ Time (days)	250	300	500	800	1250	1700	3000
1	--	--	--	--	--	--	--
7	--	--	--	--	--	--	--
30	--	--	--	--	--	--	--
365	4.94	1.99	--	--	--	--	--
1826	17.99	15.04	6.75	--	--	--	--
3652	23.61	20.66	12.37	4.75	--	--	--
7305	29.23	26.28	17.99	10.37	3.14	--	--

The following assumptions were included in the above calculation: A conservative storativity value of 5.0 x 10^{-3} for a confined surficial aquifer, a continuous consumption rate of 71.4 m^3/day from 21 new domestic supply wells, aquifer transmissivity from Table 1 (0.7 m^2/day), **no recharge is occurring**, and all wells are screened over the same aquifer.

The closest well to the Site completed in a confined surficial aquifer with available pumping test data (Well ID 1422652) has an available drawdown of 23.3 metres. This value can be used as a proxy for the available head in the confined surficial sand aquifer. The above calculation shows a potential additional drawdown of up to 29.23 metres due to pumping from 21 new supply wells at domestic rates over 20 years, exceeding the aquifers available head/drawdown. When recharge from the aquifers connection to Whitefish Lake is considered the actual drawdown in the aquifer would be reduced, helping to maintain aquifer levels with time.

[7.2] Licensed Community Supply Well

The pumping rate is equal to a community supply well producing at 17.3 m^3/day.

$$s = \frac{(0.183 \times Q)}{T} \times Log\left(\frac{2.25 \times T \times t}{r^2 \times S}\right)$$

Where:

s	-	Drawdown (m)
S	-	Storativity (5.0×10^{-3})
Q	-	Pump rate (17.3 m^3/day)
T	-	Transmissivity (0.7 m^2/day) – (from Table 1)
t	-	Time (days)
r	-	Radial distance from pumping well (m)

Water level drawdown at various distances from the centre of the Site are tabulated as a function of time in Table 3.

Table 3. Cooper-Jacob distance drawdown calculations for individual supply wells

Distance (m)/ Time (days)	250	300	500	800	1250	1700	3000
1	--	--	--	--	--	--	--
7	--	--	--	--	--	--	--
30	--	--	--	--	--	--	--
365	1.20	0.48	--	--	--	--	--
1826	4.36	3.64	1.64	--	--	--	--
3652	5.72	5.00	3.00	1.15	--	--	--
7305	7.08	6.37	4.36	2.51	0.76	--	--

The following assumptions were included in the above calculation: A conservative storativity value of 5.0 x 10^{-3} for a confined surficial aquifer, a continuous consumption rate of 17.3 m^3/day from a licensed community supply well, aquifer transmissivity from Table 1 (0.7 m^2/day), **no recharge is occurring**, and all wells are screened over the same aquifer.

The closest well to the Site completed in a confined surficial aquifer with available pumping test data (Well ID 1422652) has an available drawdown of 23.3 metres. This value can be used as a proxy for the available head in the confined surficial sand aquifer. The above calculation shows a potential additional drawdown of up to 7.08 metres due to pumping from a licensed community well over 20 years. This potential additional drawdown is 30% of the aquifers available drawdown. When recharge from the aquifers connection to Whitefish Lake is considered the actual drawdown in the aquifer would be reduced, helping to maintain aquifer levels with time.

[8.0] Area Aquifer Water Quality

A water chemistry report was available from an existing well in the area completed to a depth of 6.1 metres below ground (Well ID 210909). Future wells completed to a similar depth will likely have similar water chemistry. The water analysis report for the well is attached in Appendix III and a summary of the results, with a comparison to the *Guidelines for Canadian Drinking Water Quality* (2025) is as follows:

Table 4. Water chemistry summary

Parameter	Units	Well ID 210909	**CDWQ MAC/**AO
Well Depth	metres	6.1	
Date Sampled	mm/dd/yyyy	11/16/1979	
pH	pH	7.80	7.0 – 10.5
EC (@ 25˚C)	µS/cm	1,651	--
Calcium	mg/L	53	--
Magnesium	mg/L	107	--
Sodium	mg/L	146	200
Potassium	mg/L	5.52	--
Chloride	mg/L	46.1	250
Nitrate	mg/L	Not Reported	**10**
Nitrite	mg/L	0.249	**1**
Sulfate	mg/L	72.1	500
Manganese	mg/L	Not Reported	**0.12**/0.02
Bicarbonate	mg/L	949	--
Iron	mg/L	*0.87*	0.3
Total Dissolved Solids	mg/L	*959*	500
Fluoride	mg/L	0.46	**1.5**
T-Alkalinity	mg/L	779	--
AO – Aesthetic Objective **MAC – Maximum Allowable Concentration**			

The well water quality sample exceeded the aesthetic objective guidelines for iron and Total Dissolved Solids (TDS). Wells completed to similar depths may have similar water chemistry, and would be suitable for domestic use, with the potential for treatment to reduce TDS so the water is more palatable. As available water chemistry reports were only available from over 45 years ago, it is recommended that any future supply wells be sampled and analyzed for routine potability parameters prior to long term human consumption.

[9.0] References

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Appendix I: Water Well Reconnaissance Report

Reconnaissance Report

View in Imperial

Export to Excel

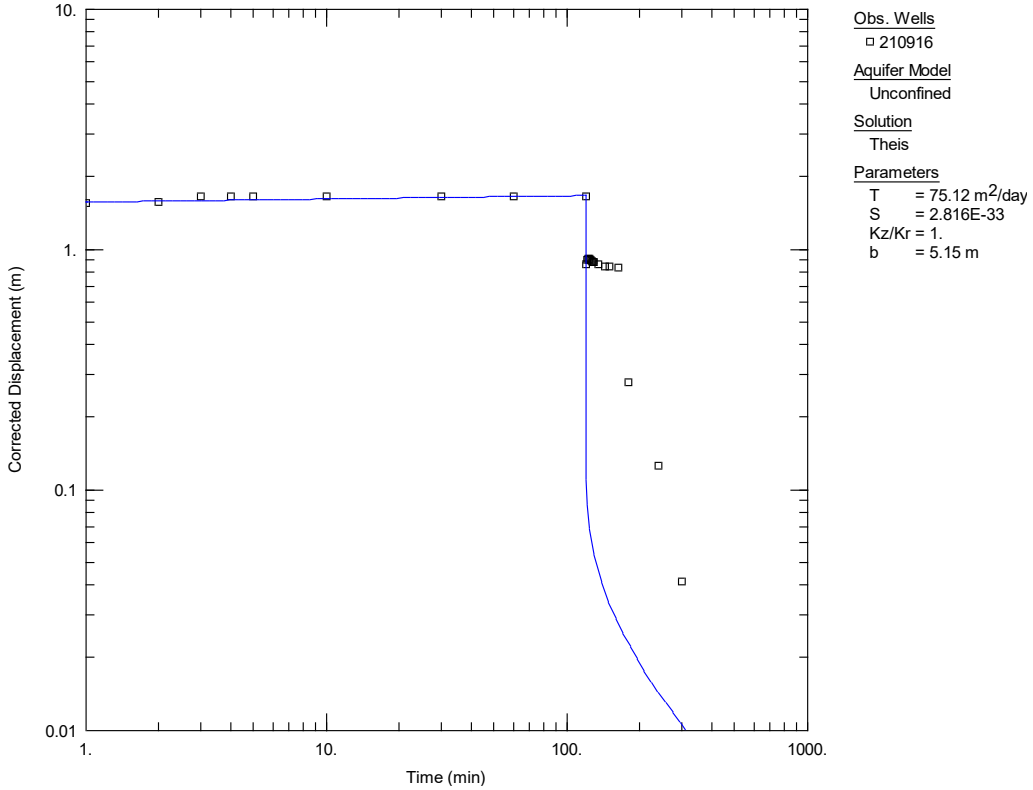
Groundwater Wells

Please click the water Well ID to generate the Water Well Drilling Report.

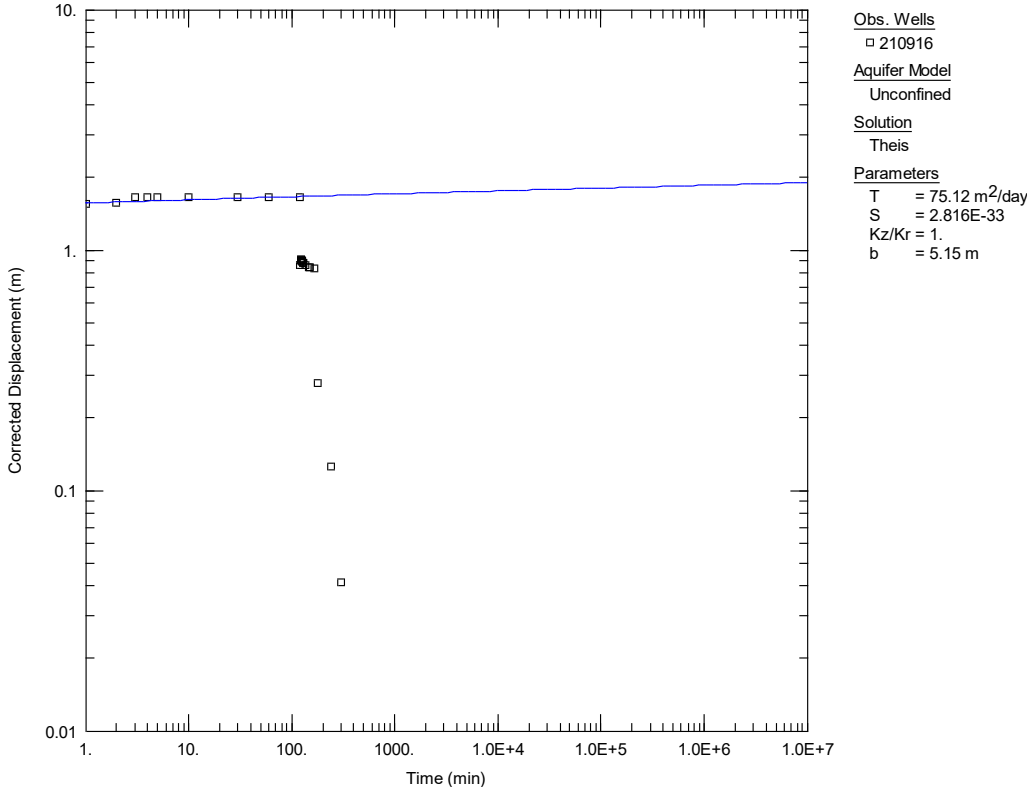
GIC Well ID	LSD	SEC	TWP	RGE	M	DRILLING COMPANY	DATE COMPLETED	DEPTH (m)	TYPE OF WORK	USE	CHM	LT	PT	WELL OWNER	STATIC LEVEL (m)	TEST RATE (L/min)	SC_DIA (cm)
157346	SW	10	62	13	4	UNKNOWN DRILLER		0.00	Chemistry	Domestic				GULEVICH, RON			0.00
160962	SW	9	62	13	4	UNKNOWN DRILLER		4.88	Chemistry	Domestic				SHUPENIA, JUDY			0.00
167605	NE	4	62	13	4	UNKNOWN DRILLER		51.82	Chemistry	Domestic				ROSYCHUK, ROSE			0.00
210871	SW	3	62	13	4	UNKNOWN DRILLER		3.05	Chemistry	Domestic	1			WHITFORD, VIOLET	1.22		0.00
210873	NE	3	62	13	4	PANKY'S CONSOLIDATED LTD.	1974-07-28	54.86	New Well	Domestic		4		TREMBLAY, G.	10.67	4.55	11.43
210891	SE	4	62	13	4	TOWN & COUNTRY WATER WELL BORING LTD.	1986-09-25	15.54	New Well	Stock		3		WURN, ALBERT	7.92	4.55	55.88
210895	SW	4	62	13	4	UNKNOWN DRILLER		6.10	Chemistry	Domestic				BABIUK, BRIAN			0.00
210897	15	4	62	13	4	UNKNOWN DRILLER		4.57	Chemistry	Domestic	2			WITSCHEN, EDWARD	3.05		0.00
210903	NE	4	62	13	4	UNKNOWN DRILLER		7.62	Chemistry	Domestic				HOFFMAN, JOE			0.00
210906	10	4	62	13	4	UNKNOWN DRILLER	1970-11-02	534.92	Structure Test Hole	Industrial				SYRACUSE OILS LTD			0.00
210909	SW	10	62	13	4	UNKNOWN DRILLER		6.10	Chemistry	Domestic	1			ANDERSON, ANN	3.05		0.00
213133	13	3	62	13	4	ALBERTA ENVIRONMENT/EARTH SCIENCES DIVISION	1971-06-24	74.68	Unknown			9		ALTA ENV #0721E			0.00
274421	NE	4	62	13	4	MCALLISTER HOLDINGS LTD.	1979-11-01	54.86	New Well-Decommissioned	Investigation		8		CICON ENGINEERING #WHITEFISH			0.00
274427	NE	4	62	13	4	MCALLISTER DRILLING LTD.	1979-11-05	79.25	New Well-Decommissioned	Investigation		6		CICON ENGINEERING #WHITEFISH			0.00
274429	NE	4	62	13	4	MCALLISTER DRILLING LTD.	1979-11-05	36.58	New Well-Decommissioned	Investigation		4		CICON ENGINEERING #WHITEFISH			0.00
274432	NE	4	62	13	4	MCALLISTER DRILLING LTD.	1979-11-06	42.67	New Well-Decommissioned	Investigation		5		CICON ENGINEERING #WHITEFISH			0.00
2094987	SE	4	62	13	4	UNKNOWNDRILLINGCOMP11	1979-06-15	17.98	Well Inventory	Domestic & Stock		1		PRUDEN, MRS. ANNIE			

Appendix II: AQTESOLV Plots

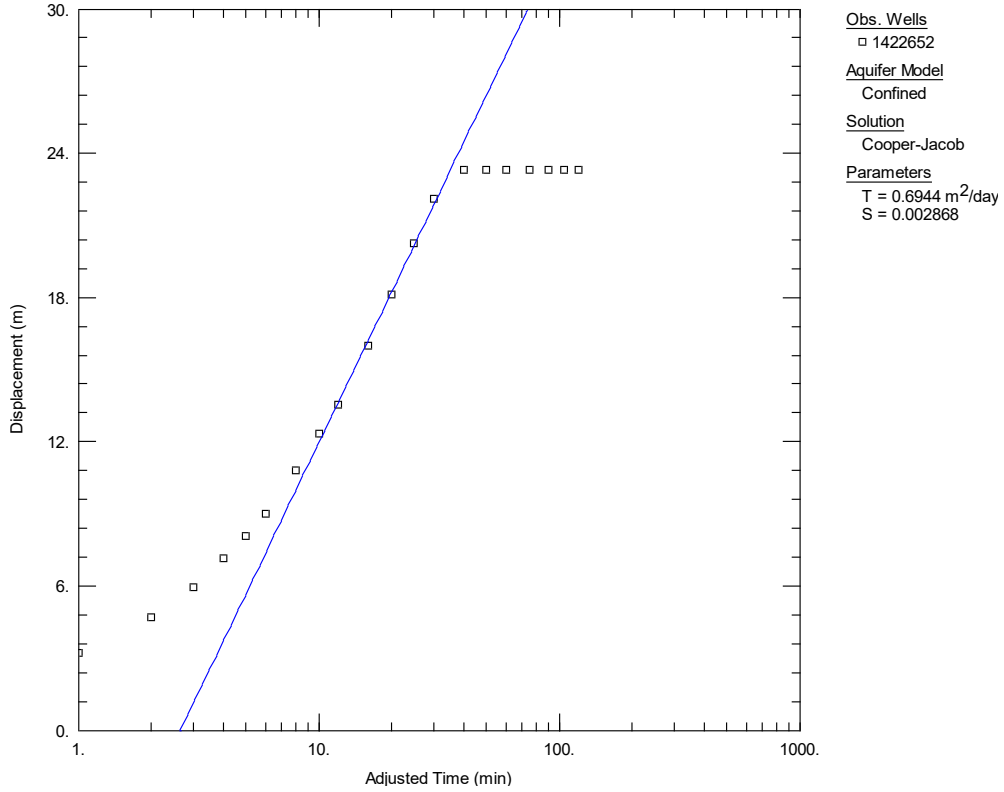
II.A. Solution fit to pumping test data for GIC Well ID 210916



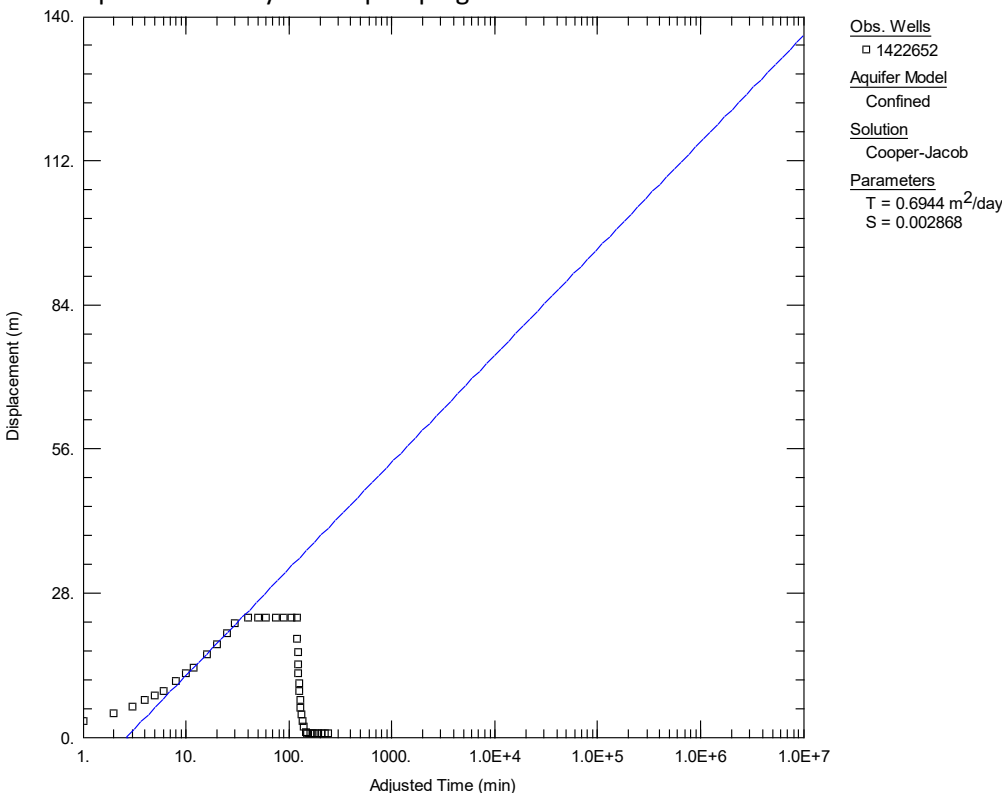
II.B. Solution extrapolated to 20 years of pumping



II.C. Solution fit to pumping test data for GIC Well ID 1422652



II.D. Solution extrapolated to 20 years of pumping



Appendix III: Water Chemistry Report

CHEMICAL ANALYSIS REPORT

WELL NAME	ANDERSON, ANN	**GIC WELL ID**	210909
LOCATION	LSD SW SEC 10 TWP 62 RG 13 M 4	**SAMPLE NO.**	12942-W
WELL DEPTH	20.00 ft	**WATER LEVEL**	10.00 ft
AQUIFER		**LABORATORY**	AE
SAMPLING DATE	1979-11-16		

FIELD	MG/L	FIELD	MG/L
BICARBONATE		CARBONATE	
CHLORIDE		CONDUCTIVITY	
DISSOLVED OXYGEN		EH	
IRON		MANGANESE	
PH		SULPHATE	
S2		TEMPERATURE(C)	0
TOTAL ALKALINITY		TOTAL HARDNESS	

LABORATORY		Analysis Date	1979-11-28
COD		CONDUCTIVITY	1,651
DIC		FLUORIDE	0.4600
ION BALANCE	0.9200	PH	7.80
SAR		SIO2	10.4000
TOTAL ALKALINITY	779.0000	TC	
TDS	959	TN	
DOC			
AMMONIUM-N		BICARBONATE	949.0947
CALCIUM	52.9998	CARBONATE	
CHLORIDE	46.0648	MAGNESIUM	107.0883
NITRATE-N		NITRITE-N	0.2492
PHOSPHATE		POTASSIUM	5.5240
SODIUM	145.9994	SULPHATE	72.1067
NO2 + NO3	14.0406	TOTAL HARDNESS	571.0000

ALUMINUM		ARSENIC	
BARIUM		BERYLLIUM	
CADMIUM		CHROMIUM	
COBALT		COPPER	
IRON	0.8700	LEAD	
MANGANESE		MERCURY	
MOLYBDENUM		NICKEL	
SELENIUM		STRONTIUM	
VANADIUM		ZINC	
HYDROCARBONS		PESTICIDES	
PHENOLICS			

Remarks:

Temperature reported in Degree Centigrade. Conductivity reported in microsiemens/cm, pH in pH units. Alkalinity and Hardness expressed as Calcium Carbonate. FE, VA, PB, AL, AG expressed as extractable. FE in field measurements and all remaining metals expressed as total.
'-' indicates concentrations less than.

EH	- Oxidation-Reduction Potential	SAR	- Sodium Adsorption Ratio	DIC	- Dissolved Inorganic Carbon
COD	- Chemical Oxygen Demand	DOC	- Dissolved Organic Carbon	TN	- Total Particulate Nitrogen
TDS	- Total Dissolved Solids	TC	- Total Particulate Carbon		

Note: this data may not be fully checked. The Province disclaims all responsibility for its accuracy

Appendix G: Biophysical Assessment

APPENDIX G:

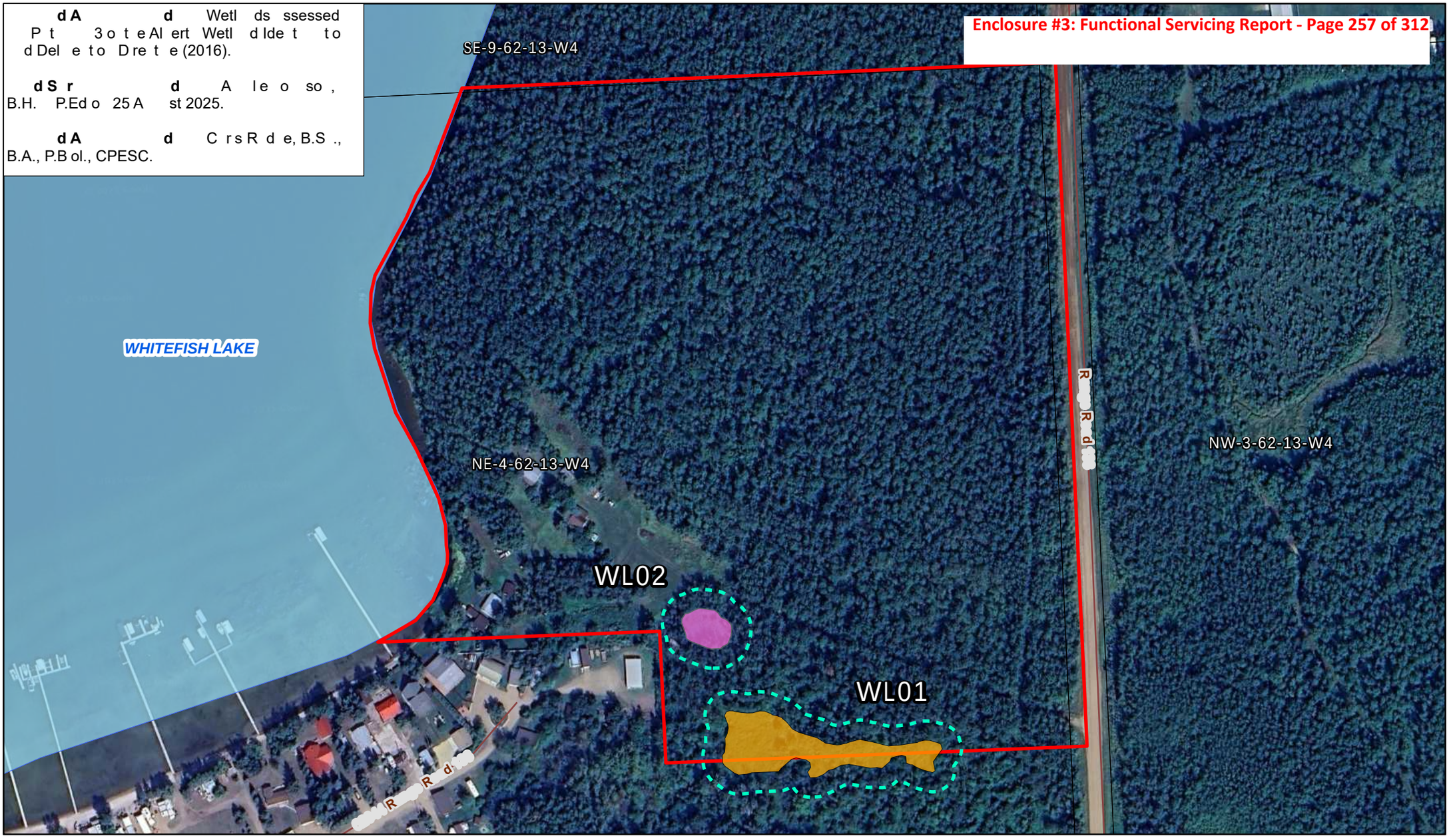
Biophysical Assessment

Date Report Completed	Sept 10, 2025
Consultant	Basin Environmental

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d S r **d** A le o so , B.H. P.Ed o 25 A st 2025.

d A **d** C rs R d e, B.S ., B.A., P.B ol., CPESC.



L d

- Project Area
- 10 m Wetland Buffer
- Road Network
- Waterbodies (GOA, FWMIS)

Wetland Classification

- WL02 - M-G-II
- WL01 - S-S-II



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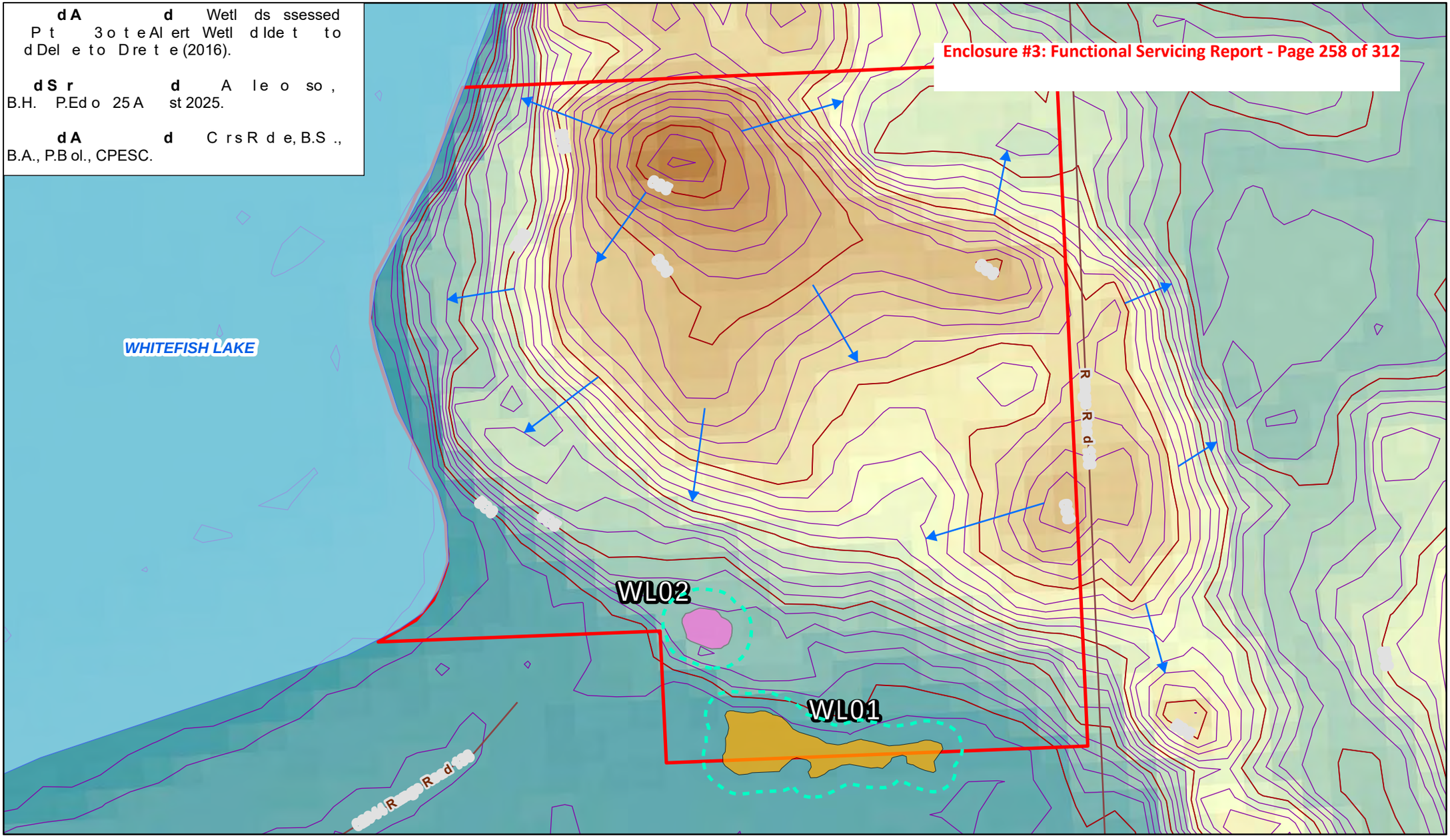
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L d

- Project Area
- 10 m Wetland Buffer
- Drainage Direction
- 1m Contour (2009)
- 5m Contour (2009)
- Road Network
- Waterbodies (GOA, FWMIS)

Wetland Classification

- WL02 - M-G-II
- WL01 - S-S-II



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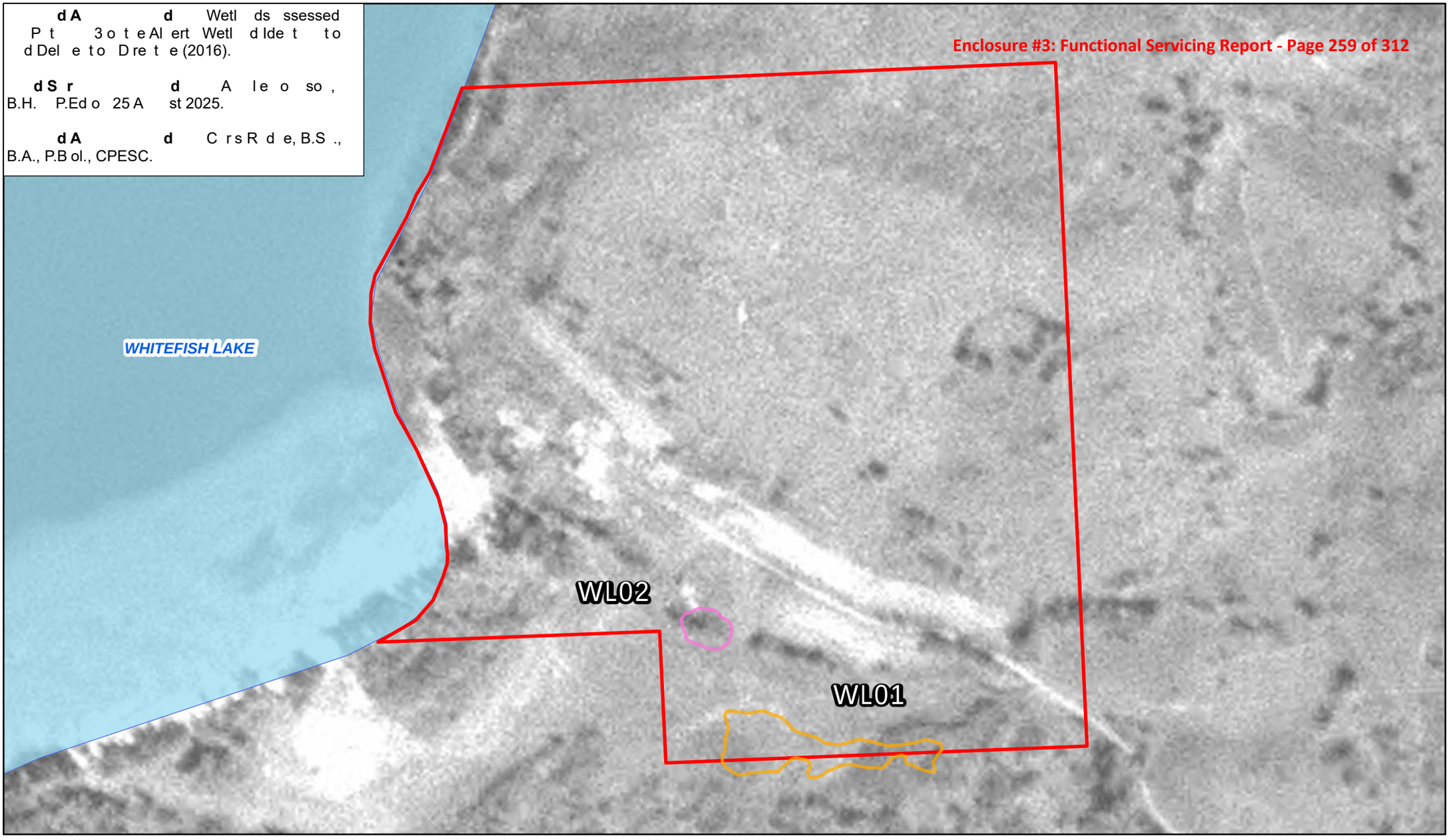
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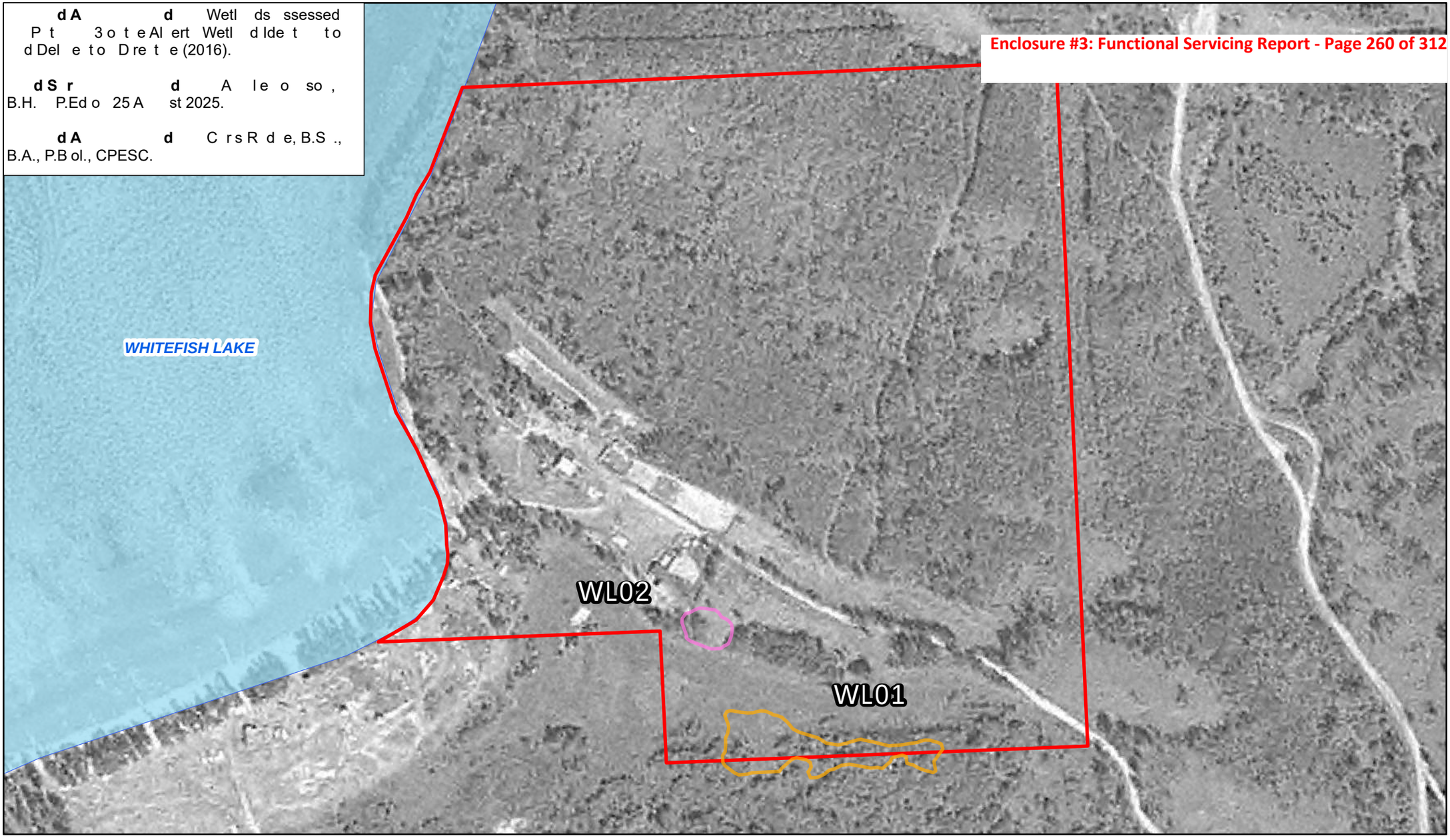
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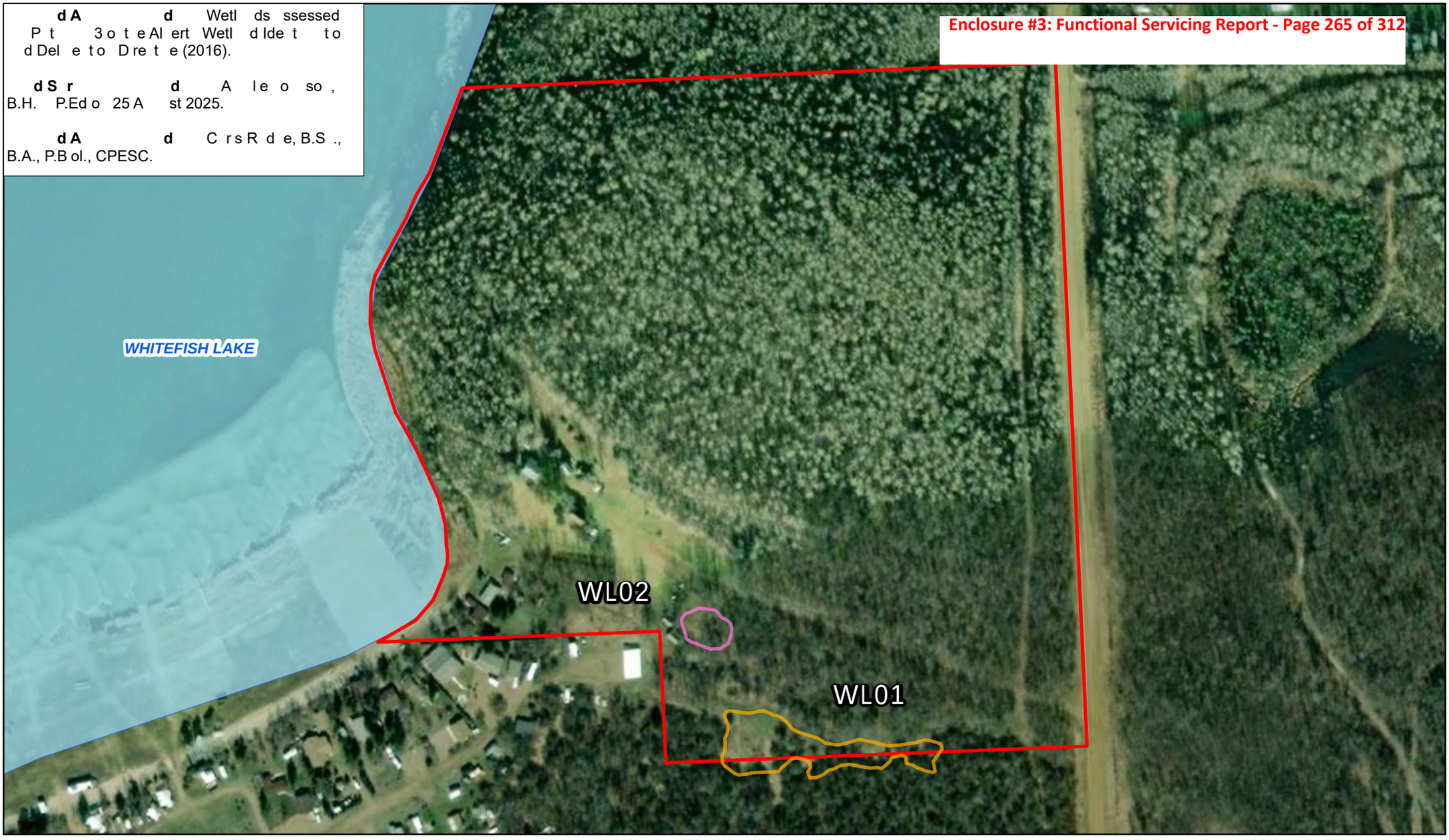
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Appendix H: Community Engagement Report

APPENDIX H:

Community Engagement

Date Report Completed	March 2026
Consultant	Massif Energy

PUBLIC ENGAGEMENT SUMMARY

Sunset Ridge Estates at Whitefish Lake

Outline Plan – R03A | Pt. NE 4-62-13-W4M, Smoky Lake County, Alberta

Prepared by: Austin Zacharko, Director – Business Development, Massif Energy | March 2026

1. Purpose

This summary documents the public engagement programme completed for the proposed Sunset Ridge Estates at Whitefish Lake development (Outline Plan – R03A) in accordance with Step 3 – Public Engagement Programme as required by Smoky Lake County. The programme was designed to inform adjacent and affected landowners, the broader community, and Indigenous communities of the proposed rezoning and country residential subdivision, and to invite feedback prior to submission of the Outline Plan to Council.

2. Project Overview

Project Name	Sunset Ridge Estates at Whitefish Lake – Outline Plan R01A
Location	Pt. NE 4-62-13-W4M, Smoky Lake County, Alberta (southern shore of Whitefish Lake)
Parcel Size	26.75 acres
Proposed Use	Rezoning from Agricultural (AG) to Country Residential (R1)
Proponent	Massif Energy – Austin Zacharko, Director of Business Development
Subdivision Authority	Municipal Planning Services (2009) Ltd., on behalf of Smoky Lake County

3. Engagement Overview

The engagement programme was conducted between January and March 2026 and consisted of five primary components:

#	Component	Description
1	**Email Notices to Neighbouring Landowners**	Formal notices distributed to adjacent and nearby landowners via email with the assistance of the Development Manager at Smoky Lake County.
2	**Public Notice Boards**	Physical notice boards posted on the development property and at high-traffic roadway locations near the site.
3	**Door-to-Door Flyer Distribution**	Over 50 flyers hand-delivered to local landowners. Where residents were unavailable, flyers were left at the door.
4	**Community Open House**	Formal open house held March 23, 2026 at Métis Crossing, Smoky Lake. 9 attendees signed in; approximately 15 total attended.
5	**Indigenous Community Engagement**	Separate dedicated engagement with Whitefish Lake First Nation #128 and Kikino Métis Settlement. See attached Indigenous Engagement Summary for full details.

4. Detailed Engagement Activities

4.1 Email Notices to Neighbouring Landowners

Formal public engagement notices were distributed by Smoky Lake County's Development Manager to adjacent and nearby landowners via email. Notices included information on the proposed outline plan, the public comment period (March 7–28, 2026), and open house details.

4.2 Public Notice Boards

Notice boards were constructed and installed at multiple high-visibility locations. Posting locations included:

- On the development property itself (Pt. NE 4-62-13-W4M), visible from Range Road 133;
- At the intersection of 62064 Range Road 133, adjacent to the property access road;
- Near the Whitefish Resorts entrance Gate;
- At the entrance to Hillside Acres (62103 Range Road 133A), a neighbouring residential area.

Each notice board displayed full project details, bylaw amendment descriptions, the lot layout, open house date and location, and proponent contact information. Photographs of all posted notice boards are included in Appendix A.

4.3 Door-to-Door Flyer Distribution

Over 50 flyers were distributed directly to local landowners and residents during a door-to-door canvassing effort. Where residents were not home, flyers were left at their doorstep. This direct outreach ensured awareness reached landowners who may not have received the email notice. Photographs of door-drop flyers are included in Appendix A.

4.4 Community Open House

Date: March 23, 2026 @ 7:00 p.m.

Location: Métis Crossing, 17339 Victoria Trail, Smoky Lake, AB T0A 3C0 – Classroom.

A community open house was held on March 23, 2026. Approximately 15 community members attended; 10 signed the official sign-in sheet. Not all attendees chose to sign in. The proponent presented the proposed Sunset Ridge Estates outline plan and was available to answer questions throughout the evening.

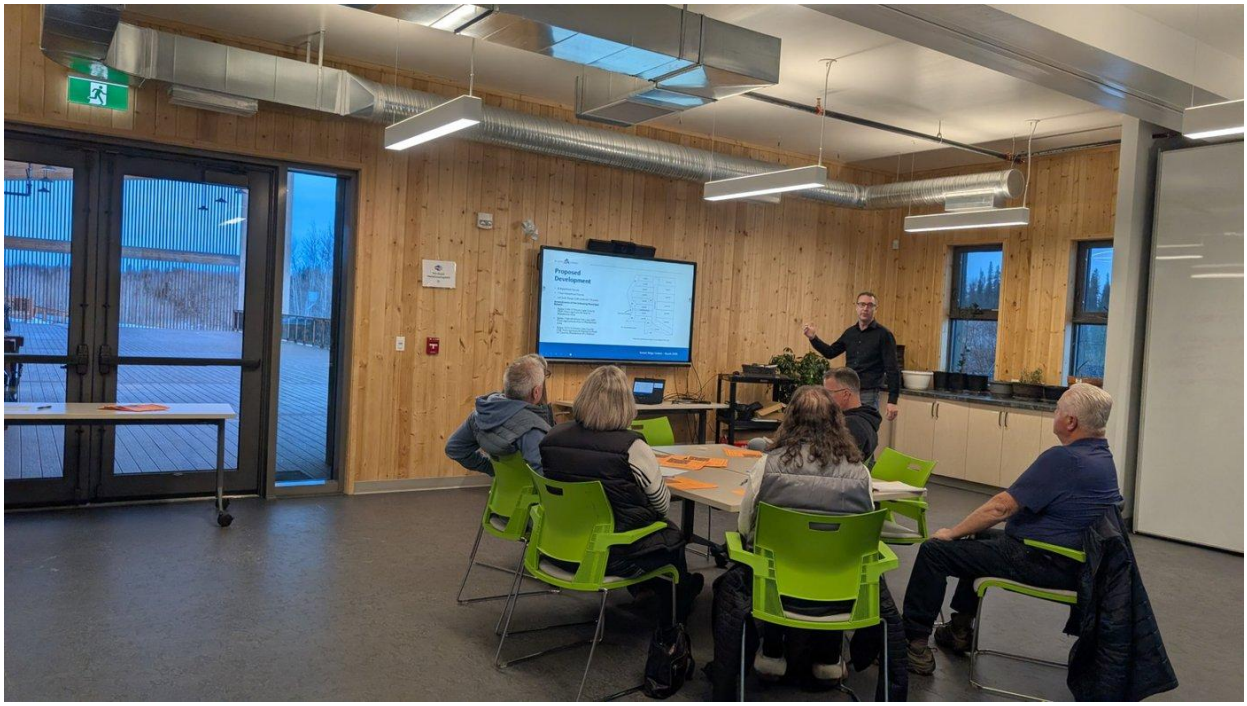


Photo: Jordan Reugg (Planning and Development Manager – Smoky Lake County) answering questions related to Smoky Lake county regarding the Sunset Ridge Estates Proposed Outline Plan at the Community Open House, Métis Crossing, March 23, 2026.

Sign-In Sheet – Attendees:

#	Name	Email	Community / Affiliation
1	[redacted]	[redacted]	[redacted]
2	[redacted]	[redacted]	[redacted]
3	[redacted]	—	—
4	[redacted]	[redacted]	[redacted]
5	[redacted]	[redacted]	[redacted]
6	[redacted]	[redacted]	[redacted]
7	[redacted]	[redacted]	[redacted]
8	[redacted]	[redacted]	[redacted]
9	[redacted]	[redacted]	[redacted]
10	*(additional attendees did not sign in)*		

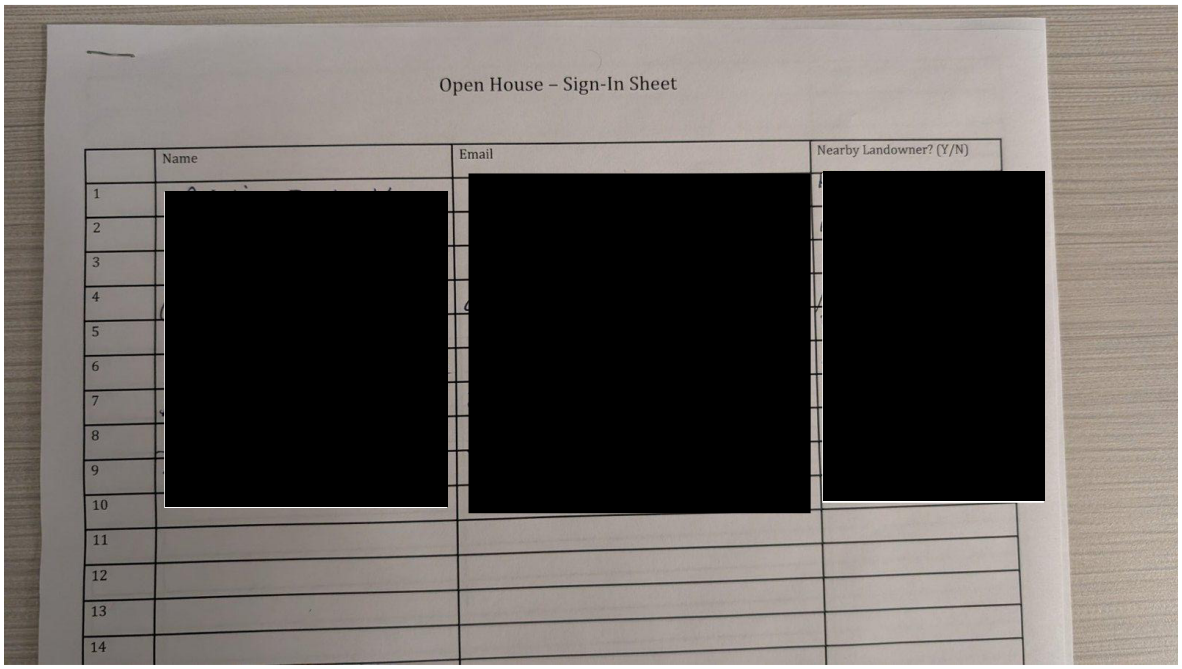


Photo: Open House Sign-In Sheet – March 23, 2026.

Topics raised and addressed at the open house:

- Wetlands – wetland investigations have been completed by qualified professional biologists.
- Archaeology – artifact studies have been completed by qualified archaeologists.
- Stormwater management – a stormwater management study is planned for completion in June 2026, by professional engineers; ensuring drainage does not negatively impact the lake or neighbouring properties.
- Road and infrastructure impacts – concerns regarding construction traffic on surrounding roads were raised. Smoky Lake County confirmed that they would coordinate with the internal teams to ensure it is properly managed.
- Boat launch – questions regarding the existing nearby public boat launch and its continued accessibility were raised and discussed. The fact that the current parking lot becomes full in the peak of summer months was noted. The proposed development is not in a meaningful place to provide additional parking, and due to its low density provides marginal increase in use. Massif Energy and the Smoky Lake County Development Manager discussed working collaboratively into the future to look into new parking options at the existing Boat Launch.

Item Taken Under Advisement – Municipal Utility Lot / Natural Buffer Zone

One suggestion raised at the open house was the creation of a municipal utility lot (MUL) or natural buffer zone between the southern edge of Sunset Ridge Estates and the northern edge of Whitefish Properties. The proponent indicated this would be taken under consideration.

Upon further review, the proponent has determined that a MUL or formal buffer zone is not practical or necessary for the following reasons:

1. Identical zoning on both sides – the existing zoning of Whitefish Properties and the proposed zoning for Sunset Ridge Estates are the same (Country Residential / R1). A buffer between two identically zoned properties is not a standard requirement.

2. Inaccessibility of a MUL – a municipal utility lot in this location would only be accessible through the adjacent Sunset Ridge Estates lot, making it functionally inaccessible to the municipality and therefore without practical public purpose.
3. Existing fence provides separation – the landowner at Whitefish Properties has already installed a large fence along the shared boundary, creating a meaningful physical separation between the two developments.
4. Inherent low density as a natural buffer – the low-density, large-lot design of Sunset Ridge Estates means there will inherently be more open space and tree retention on the property, providing a natural buffer without the need for a designated MUL.

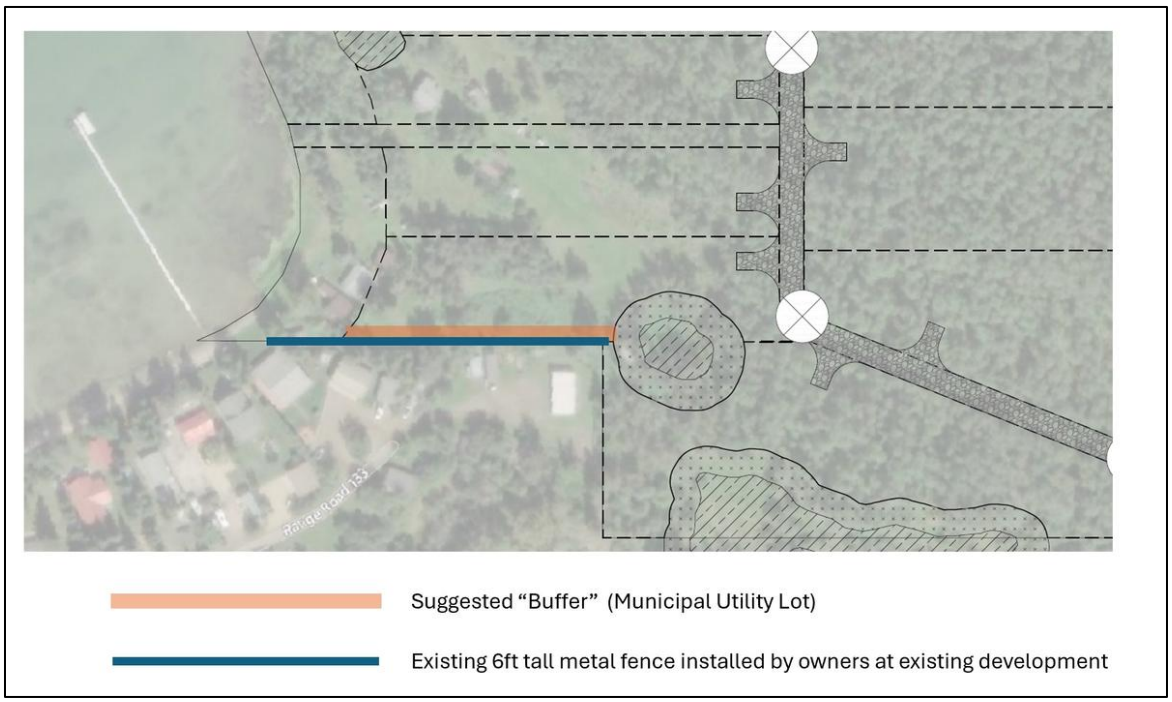


Figure: Aerial diagram illustrating the location of the suggested Municipal Utility Lot (orange) relative to the existing 6ft metal fence installed by Whitefish Properties owners (blue). The fence already provides a meaningful physical separation, rendering a formal MUL redundant.

4.5 Indigenous Community Engagement

Dedicated engagement was conducted with Whitefish Lake First Nation #128 and Kikino Métis Settlement throughout the development process, beginning in June 2025. This included formal written correspondence, telephone follow-up, and open house notification.

5. Feedback Received

Community members were invited to provide feedback by attending the open house or submitting written comments by email to austin@massifenergy.ca. The public feedback period ran March 7–28, 2026. Four written responses were received.

Date	Respondent	Position	Summary of Feedback
March 21, 2026	[redacted]	**Support**	Supports the low-density design as appropriate for the area; notes positive contribution to the local tax base.
March 22, 2026	[redacted]	**Support**	Consider the plan reasonable and environmentally responsible given the declared Environmental Reserves.
March 13/17, 2026	[redacted]	**Opposition**	Concerns: increased lake activity, noise, boating behaviour, wildlife, and safety. Proponent responded in detail March 17, 2026.
March 25/29, 2026	[redacted]	**Opposition**	Concerns: over-development, environmental damage, natural drainage impact on adjacent property. Proponent responded March 29, 2026.

Proponent Response: Both letters of opposition received direct written responses from the proponent addressing each concern raised. All four written submissions are included in the supporting materials.

6. Conclusion

The public engagement programme for Sunset Ridge Estates at Whitefish Lake was conducted in good faith and in compliance with Smoky Lake County's Step 3 – Public Engagement Programme requirements. Outreach was multi-channel and broad, providing multiple opportunities for community input through email notices, physical notice boards, door-to-door canvassing, open house attendance, and written submission.

All feedback received was considered and, where applicable, addressed by the proponent. Concerns raised at the open house were responded to in person. Written concerns were responded to in writing. The suggestion of a municipal utility lot has been reviewed and the rationale for its impracticality is documented in Section 4.4 above.

This summary, together with the attached supporting materials, is submitted as part of the Outline Plan package to Smoky Lake County Council and Municipal Planning Services (2009) Ltd.

Submitted by:

[redacted]

Austin Zacharko | Director – Business Development, Massif Energy
(780) 245-6646 | Austin@MassifEnergy.ca | www.massifenergy.ca

APPENDIX A

Public Notice Board & Door-to-Door Flyer Distribution – Photographs

Notice Boards – Posted March 7, 2026



Notice board at intersection of Range Road 133 and Township Road 620.

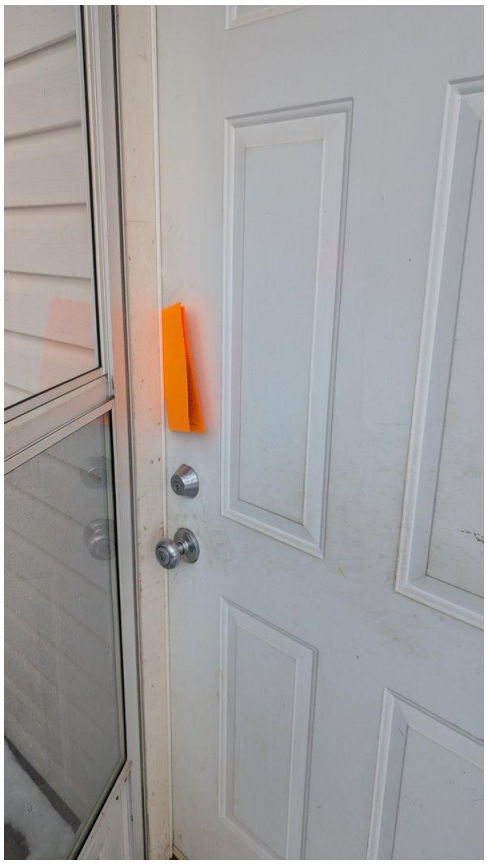


Notice board near Whitefish Resort Entrance Gate



Notice board at Hillside Acres entrance – 62103 Range Road 133A

Door-to-Door Flyer Distribution – March 7, 2026





Flyers left at door of unattended residence. Over 50 Flyers were handed out in person at attended and unattended residences.

Additional Posting Location – Development Property Entrance



Notice Posted at the entrance to the property being Developed (62064 Rge RD 133)

Sunset Ridge Estates Proposed Outline Plan in Smoky Lake County

Amendments of the following Municipal Bylaws:

- Bylaw 1249-12 Smoky Lake County MDP: From Agricultural Area to Residential Area
- Bylaw 1189-09 White Fish Lake ASP: From Agricultural Area to Residential Area
- Bylaw 1272-14 Smoky Lake County LUB: From Agriculture District to Multi-lot Country Residential (R1) District.

Highlights of Proposed Outline Plan

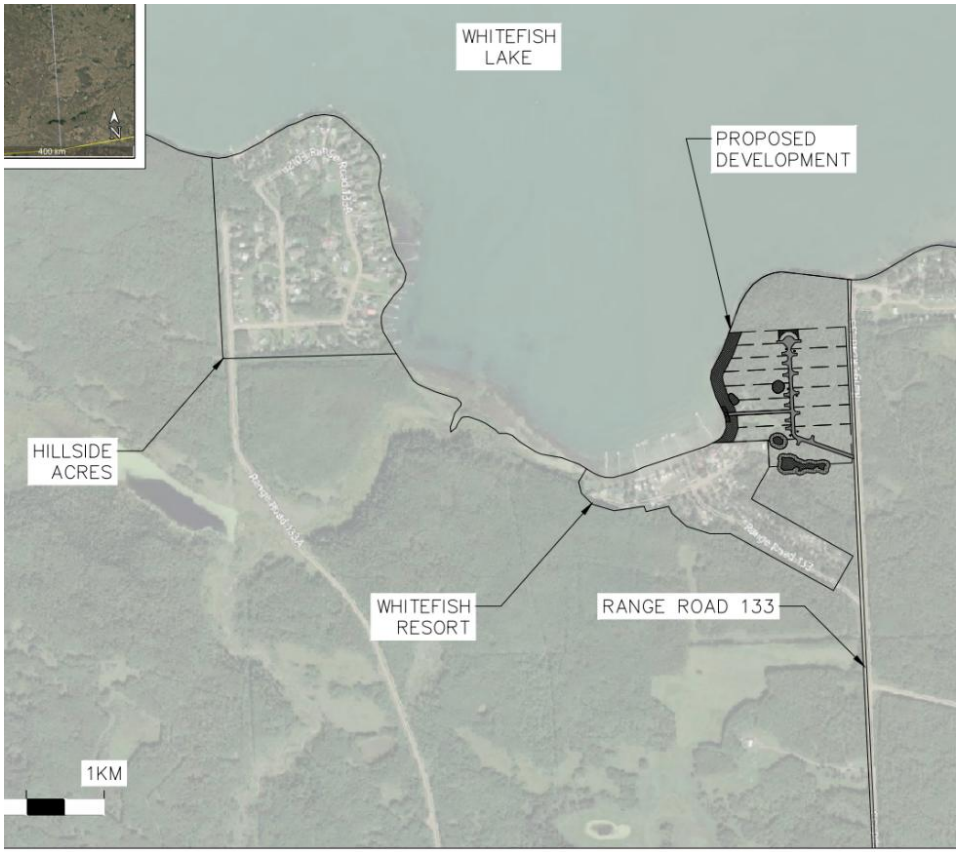
- 15 Lot Country Residential Subdivision Located on the Southern Shore of Whitefish Lake.
- 8 Waterfront Parcels, & 7 Non-Waterfront Parcels. Lot Sizes Range 0.84 acres to 1.79 acres.
- Legal Description: Pt. NE 4-62-13-W4M (Smoky Lake County)
- Lot Area: 26.75 acres

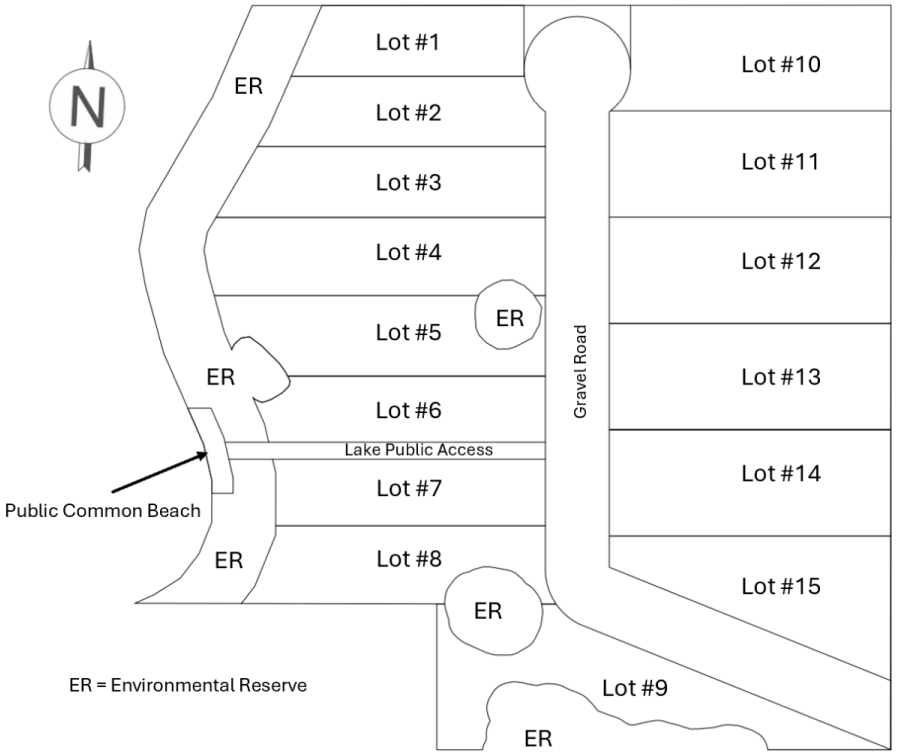
OPEN HOUSE Details

- March 23rd 2026 @ 7pm
- Location: Metis Crossing (17339 Victoria Trail, Smoky Lake, AB T0A 3C0) – Classroom.

Questions or Comments? Email: austin@massifenergy.ca

This notice is part of the public engagement process for the proposed Outline Plan, and the proposed Municipal Development Plan, Area Structure Plan, and Land Use Bylaw amendments. Community members may provide feedback via email or through attending the open house. Feedback will be taken for 21 days from March 7 – 28th 2026.





Proposed subdivision design is a conceptual draft plan

Outlook

Public Consultation - Sunset Ridge Estates Proposed Outline Plan in Smoky Lake County - White Fish Lake

From Jordan Ruegg <jruegg@smokylakecounty.ab.ca>
Date Fri 3/6/2026 10:44 AM
To Austin Zacharko <Austin@massifenergy.ca>

1 attachment (310 KB)
Public Engagement Notice - SRE - Jan 15 2026.pdf;

Good morning.

Please see the attached notice of an Open House, being held by Massif Energy, a locally-based development company, regarding its proposed project, Sunset Ridge Estates, near Whitefish Lake, Smoky Lake County.

As a potentially affected landowner, Massif would like to welcome you to participate in an Open House and share your thoughts on the proposed development.

Open House Details:

Date: March 23, 2026 @ 7:00 p.m.
Location: Metis Crossing (17339 Victoria Trail, Smoky Lake, AB T0A 3C0) – Classroom.

For more information on the proposed project, please contact Austin Zacharko at austin@massifenergy.ca.

Thank you,

Jordan Ruegg, B.A., MPlan
Director of County Services
p:780-656-1588 or toll free 1-888-656-3730
[redacted]
4612 - McDougall Drive, PO Box 310
Smoky Lake, Alberta, T0A 3C0

ᑲᖃᑲᐸᑕᐩ ᓴᑲᐃᐧᐃᐣ (kaskapatau sakahigan) / Димних Озеро (Dymnykh Ozero) / Lac qui Fume / Smoky Lake
Located on Treaty 6 Territory and Homeland of the Métis Nation

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MASSIF ENERGY

Sunset Ridge Estates

Whitefish Lake,
Smoky Lake County, AB

Community Open House
March 23, 2026

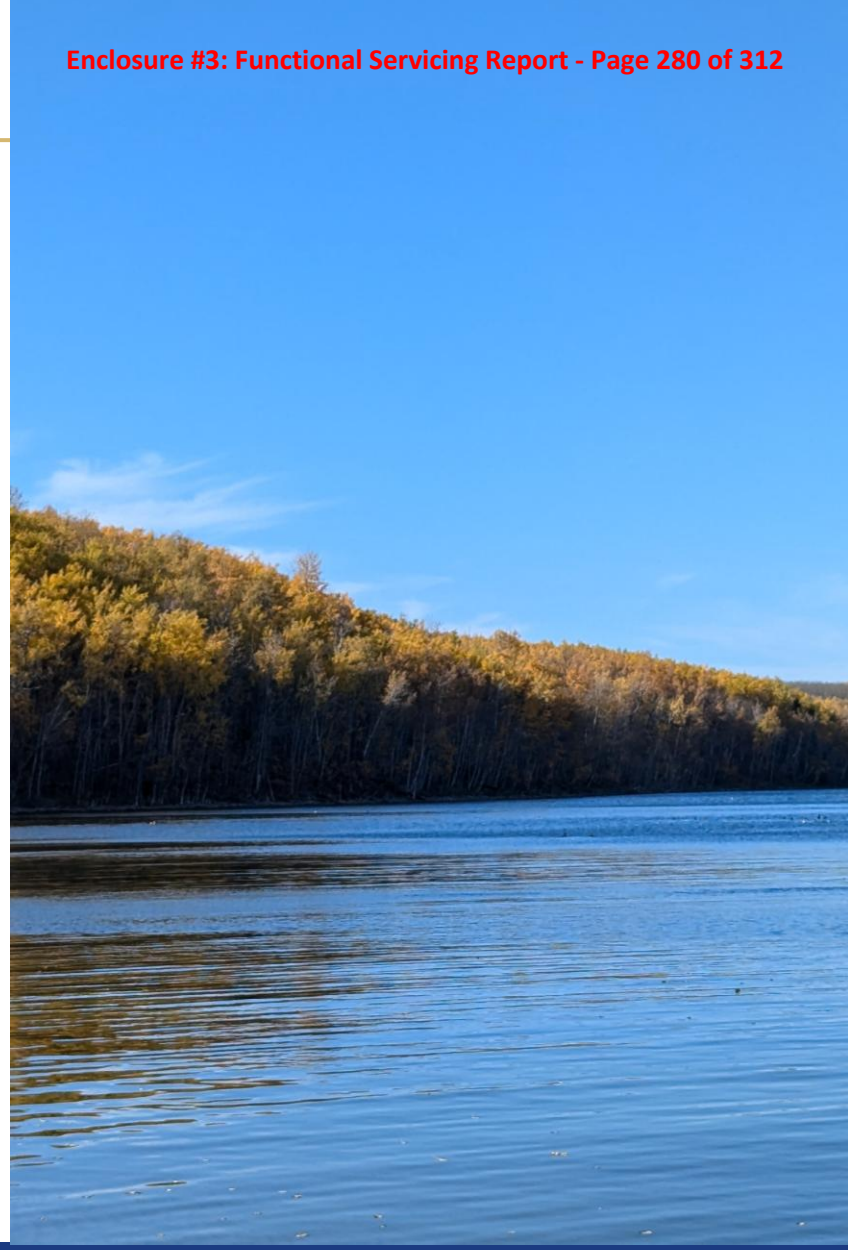


About Massif

Our mission is to develop projects in partnership with communities that are aligned with local values and structured to create lasting regional benefits.

Development Firm Experienced with

- Community Engagement
- Financing
- Consulting
- Energy, Infrastructure, Real Estate

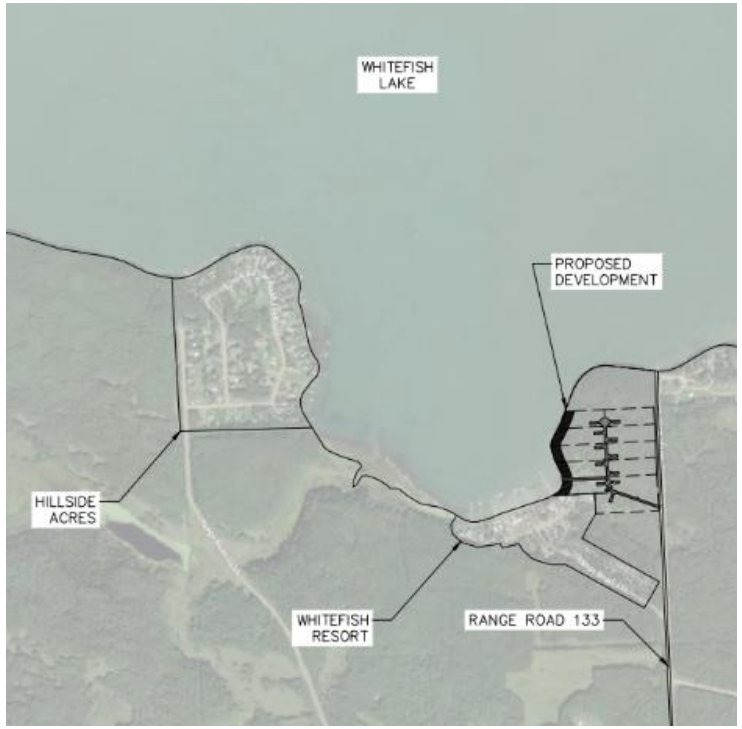


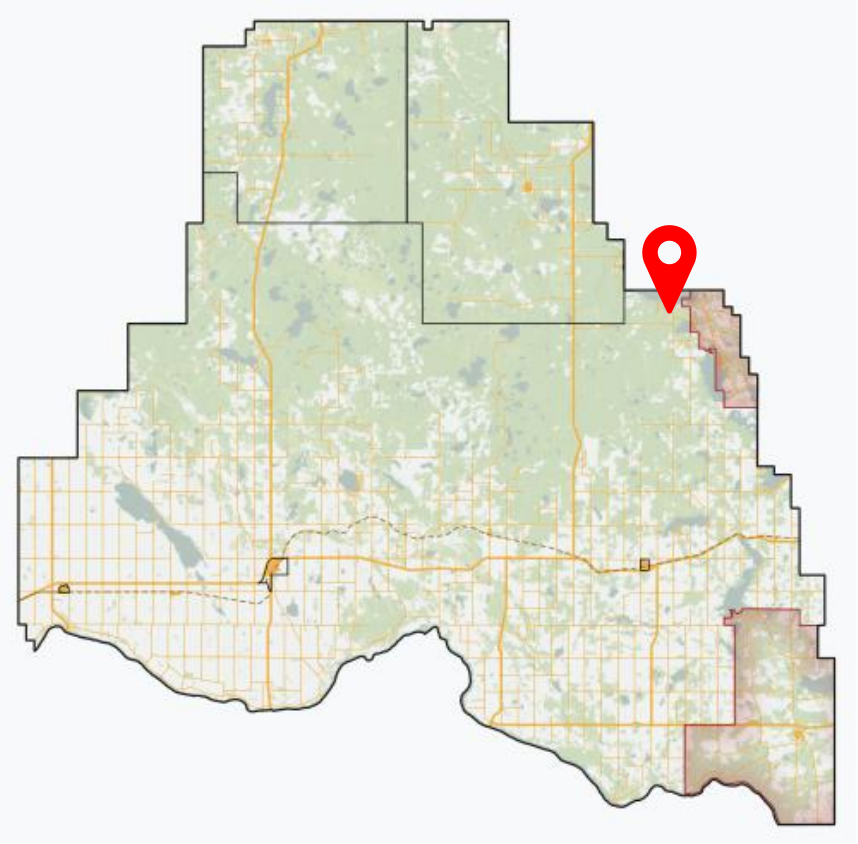


The Project

The Land

- Southern Shore of Whitefish Lake
- Legal Description: Pt. NE 4-62-13-W4M (Smoky Lake County)
- Lot Area: 26.75 acres
- Current Zoning: Agriculture





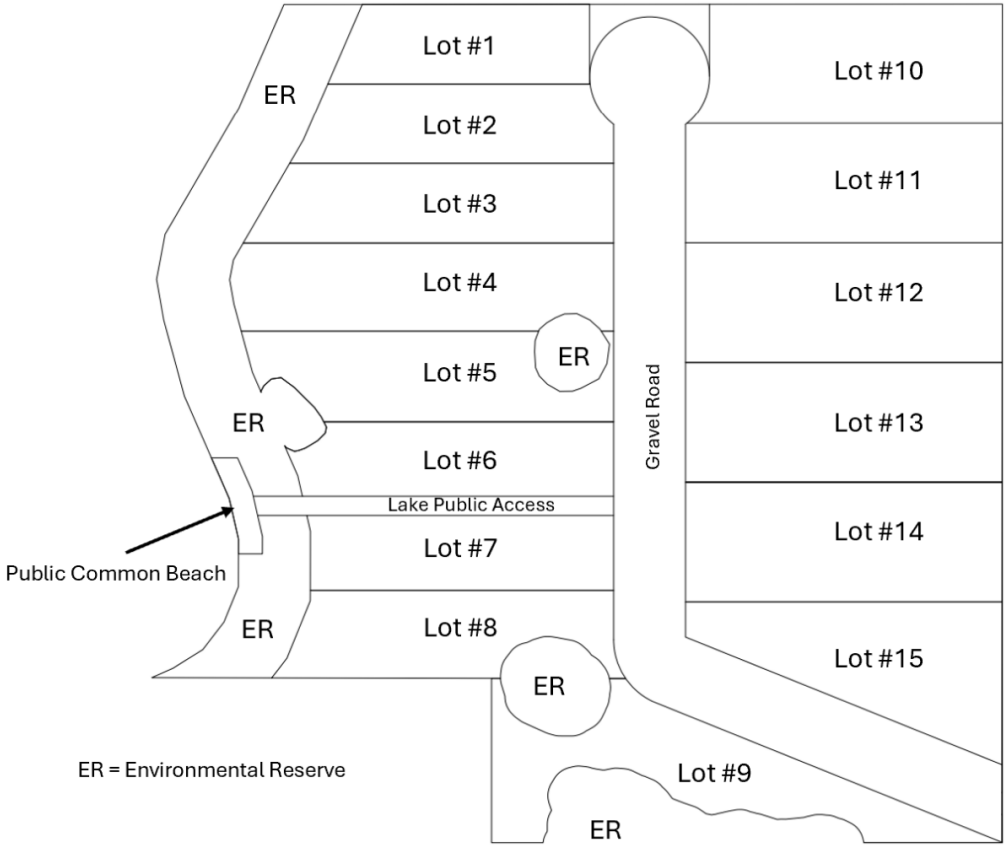
MASSIF ENERGY

Proposed Development

- 8 Waterfront Parcels
- 7 Non-Waterfront Parcels
- Lot Sizes Range 0.84 acres to1.79 acres.

Amendments of the following Municipal Bylaws:

- Bylaw 1249-12 Smoky Lake County MDP: From Agricultural Area to Residential Area
- Bylaw 1189-09 White Fish Lake ASP: From Agricultural Area to Residential Area
- Bylaw 1272-14 Smoky Lake County LUB: From Agriculture District to Multi-lot Country Residential (R1) District.



Proposed subdivision design is a conceptual draft plan

MASSIF ENERGY

Partners

PRI ENGINEERING

Lifeways OF CANADA LIMITED

Smoky Lake COUNTY

BASIN environmental & engineering

MUNICIPAL PLANNING SERVICES

VAULT

BOLSON ENGINEERING AND ENVIRONMENTAL SERVICES

Progress to Date

Historical Resource Clearance Application
Lifeways of Canada
(June 2025)

Phase 1 ESA
Bolson Engineering
(June 2025)

Biophysical Assessment
Basin Environment
(August 2025)

Water Act Report
Bolson Engineering
(January 2026)

Historic Resource Clearance Approval
Lifeways of Canada
(February 2026)

Community Open House
Massif Energy
(March 2026)

Engagement with Council
Smoky Lake County
(March 2026)

MASSIF ENERGY

Upcoming Plans

Incorporate Community Feedback into Outline Plan & Design

(April 2026)

Geotechnical Investigation

PRI Engineering

(May 2026)

Stormwater Management Plan

PRI Engineering

(June 2026)

Servicing & Engineering Plan

PRI Engineering

(June 2026)

Application for Rezoning to Smoky Lake County

(July / August 2026)

Initial Site Works (Road, Utilities, Etc.)

Vault Group

Fall 2026

MASSIF ENERGY

Summary of Work

Name of Study	Status
Historical Resource Clearance Application	**Complete** Submitted to MPS & Smoky Lake County
Phase 1 ESA	**Complete** Submitted to MPS & Smoky Lake County
Biophysical Assessment	**Complete** Submitted to MPS & Smoky Lake County
Water Act Report	**Complete** Submitted to MPS & Smoky Lake County
Community Engagement	**In Progress**

Name of Study	Status
Geotechnical Investigation	**Planned - 2026**
Storm Water Management Plan	**Planned - 2026**
Servicing & Engineering Plan	**Planned - 2026**
Application for Rezoning & Subdivision	**Planned - 2026**
Construction / Site Works	**Planned - 2026**

Outlook

Re: Sunset Ridge Estates Proposed Outline Plan in Smoky Lake County

From Austin Zacharko <Austin@massifenergy.ca>
Date Tue 3/17/2026 9:22 PM
To [redacted]

Dear [redacted]

Thank you for taking the time to share your thoughts and for your long history at Whitefish Lake. A family connection spanning over 60 years is meaningful, and I appreciate you contributing to the process even if you are unable to attend the open house.

I hear your concerns regarding increased activity at the lake over time, including noise, boating behaviour, wildlife impacts, and safety. As someone who has also spent over 25 years at Whitefish Lake, I understand the value of preserving what makes this area special.

I would like to clarify a few points specific to Sunset Ridge Estates:

- **Low-density design:** The proposed development currently consists of 15 lots across approximately 26 acres, with each lot averaging over one acre in size. This is significantly less dense than other developments around the lake.
    - Importantly, earlier concepts for this land considered a density more comparable to nearby developments such as Hillside Acres, Paradise Cove, and other resort-style areas. Through the planning process, we made a deliberate decision to reduce the density and move toward a larger-lot, low-impact design specifically to better align with the character of the area and address concerns like those you've raised.
- **Not a resort or campground:** This is not a high-traffic development. It is intended for private ownership, which typically results in more stable and respectful use.
- **Environmental considerations:** The design process includes environmental review, setbacks, and regulatory requirements to minimize impact on surrounding land and water. All applicable regulations and studies are being completed as part of the development process.
- **Broader lake activity:** Concerns such as noise, boating behavior, and security reflect broader patterns that have developed over time around the lake and are not unique to this project, particularly given its low density.

I understand and respect that not all local landowners and residents will support additional development in the area. Where possible, we are committed to incorporating reasonable feedback into the project as we continue working through the application process with Smoky Lake County. If you have specific suggestions on how this development could move forward in a way that addresses your concerns, we are open to further input.

Thank you again for your input and for being part of the conversation.

Best,

Austin Zacharko
Director - Business Development

MASSIF ENERGY
C: (780) 245-6646
E: Austin@MassifEnergy.ca
W: www.massifenergy.ca/

From: MKS PARADIS <merissa360@hotmail.ca>
Sent: Friday, March 13, 2026 8:59 AM

To: Austin Zacharko <Austin@massifenergy.ca>[redacted]
Subject: Sunset Ridge Estates Proposed Outline Plan in Smoky Lake County

To Whom it may concern;

I am writing this email in regards to :
Sunset Ridge Estates Proposed Outline Plan in Smoky Lake County
-Bylaw 1249-12
-Bylaw 1189-09
-Bylaw 1272-14

My name is [redacted] My sister [redacted] and I have a generational family cabin in the cove next to this proposed development. My address is as follows:
- [redacted]

We have been in the Whitefish lake cove since the cabin was built in 1965. (61yrs)
We have seen many new developments in the time we have been at Whitefish lake such as:

Paradise Cove
Hillside Acres
Kikino Beach/Campground Resort
Whitefish Lake Cove back area expansion for trailer lot rental.

In these past years we have witnessed an increase in:
Loss of wildlife
Extreme increase in water crafts being operated carelessly
Extreme increase in loud, lewd behaviour well in to the early morning hours (booming music and intoxicated voices travel fast over the water at 3 am)
And an obscene high-volume increase in theft. (Paradise Cove trailers broken into almost monthly)

We feel if this development is approved it will have detrimental environmental impact as well as increase noise pollution and bring forth more unexperienced boaters/campers causing negative impact to the Whitefish Lake Cove.
We come to our little piece of heaven to decompress and remove stress from the loud and busy hustle and bustle of the big city life.
With all the development already at the lake, on warmer weekends it is as if we are in the city still as it becomes even noisier with a surplus of boaters and loud late night/early morning parties attracting unwanted persons and behaviors.

Therefore, the above being said, we as a whole do NOT feel this development will make a positive impact for our Whitefish lake cove resort.
We are AGAINST any and all new development.

I am sending this email as our objection to this development as we are unable to attend the public engagement open house discussion on March 23@ 7:00 pm due to working and being out of the country.

Once again, we do NOT feel this will bring any positive impact to the already established cabin communities.

Thank you for your attention to this matter.

Sincerely,

[redacted]

Outlook

Re: RESPONCE TO THE PROPOSED SUNSET RIDGE ESTATES, WHITEFISH LAKE, AB

From Austin Zacharko <Austin@massifenergy.ca>
Date Sun 3/29/2026 9:56 PM
To [redacted]

Hi [redacted]

Thank you for taking the time to participate in our community engagement process. We appreciate all the feedback we receive.

I wanted to take the time to provide some supplementary information regarding the proposed development that specifically relates to some of the points you have brought up.

- Environmental Damage
  - All applicable provincial and local laws/bylaws are being followed during the development process. This includes but is not limited to Wetland investigations completed by Professional Biologists, Artifact Studies completed by qualified Archeologists, and Water resource studies completed by applicable professionals.
- Natural Drainage
  - A storm water management study is planned to be completed in June 2026. This study will ensure the drainage of the development does not negatively impact the lake or nearby landowners.
- Indigenous Engagement
  - We have engaged and requested feedback from both Whitefish Lake First Nation #128 and Kikino Metis Settlement during our design and development process.

If you have any other questions or concerns about the proposed development, feel free to reach out to me at any time. Have a great week.

Best,

Austin Zacharko
Director - Business Development

MASSIF ENERGY
C: (780) 245-6646
E: Austin@MassifEnergy.ca
W: www.massifenergy.ca/

From: [redacted]
Sent: Wednesday, March 25, 2026 11:50 AM
To: Austin Zacharko <Austin@massifenergy.ca>; jruegg@smokylakecounty.ab.ca <jruegg@smokylakecounty.ab.ca>
Subject: RESPONCE TO THE PROPOSED SUNSET RIDGE ESTATES, WHITEFISH LAKE, AB

To Whom It May Concern,

In regard to your proposed residential development on Whitefish Lake, I would like to voice my opposition to your plans. I am one of the owners of Whitefish Lake Properties Ltd., which is adjacent to your property you wish to develop. It is my opinion that there is already more than enough development on our end of the lake and in our bay. Any more would likely have a negative affect on the lake itself and create environmental damage to the general area.

Because much of the property you wish to develop is on a hill, I would presume that you would have to do much excavation, changing the natural drainage into the lake and surrounding areas. This could negatively affect not only the lake itself, but my adjacent property which is at lake level. There certainly

should be an environmental study done by the provincial government. Also, the indigenous communities surrounding the lake should be consulted.

In regard to your proposed beach area, this is an area of reeds and natural shoreline that should not be disrupted, as per provincial environmental laws.

Thank you for giving me the chance to voice my opinion.

[redacted]

Outlook

Sunset Ridge development plan

From [redacted]
Date Sun 3/22/2026 11:24 AM
To Austin Zacharko <Austin@massifenergy.ca>

To whom it may concern

Having viewed the proposal for this development we are in agreement with the plan, and find it to be reasonable and responsible to environmental concerns, it having studied and declared appropriate Environmental Reserves.

Signed

[redacted]

Get Outlook for Android

Outlook

Support for Sunset Ridge Estates

From [redacted]
Date Sat 3/21/2026 12:03 PM
To Austin Zacharko <Austin@massifenergy.ca>

To Whom It May Concern,

I am writing to express my support for the proposed Sunset Ridge Estates development at Whitefish Lake.

My Land Ownership Information is as follows:

- [redacted]
- [redacted]

I believe this project represents a reasonable and well-planned approach to development in the area. The proposed low-density design is appropriate for Whitefish Lake and aligns better with the character of the area than higher-density developments nearby.

Additionally, responsible development like this contributes positively to the local area by supporting the tax base and long-term sustainability of services. I am supportive of increasing the tax base in the area to help better support local services.

Overall, I support this project moving forward.

Sincerely,
[redacted]

INDIGENOUS ENGAGEMENT SUMMARY

Sunset Ridge Estates at Whitefish Lake

Outline Plan – R01A | Pt. NE 4-62-13-W4M, Smoky Lake County, Alberta

Prepared by: Austin Zacharko, Director – Business Development, Massif Energy | March 2026

1. Purpose

This summary has been prepared to document Indigenous community engagement undertaken in connection with the proposed rezoning and country residential subdivision known as *Sunset Ridge Estates at Whitefish Lake (Outline Plan – R01A)*. The engagement was conducted to satisfy **Step 3 – Public Engagement Programme** as required by Smoky Lake County, which requires notices to adjacent and affected landowners and communities as part of the Outline Plan submission to Council.

2. Project Overview

Project Name	Sunset Ridge Estates at Whitefish Lake – Outline Plan R01A
Location	Pt. NE 4-62-13-W4M, Smoky Lake County, Alberta (south-east of Whitefish Lake)
Parcel Size	26.75 acres
Proposed Use	Rezoning from Agricultural (AG) to Country Residential (R1)
Proponent	Massif Energy – Austin Zacharko, Director of Business Development
Municipal Authority	Smoky Lake County; Subdivision Authority: Municipal Planning Services (2009) Ltd.

3. Indigenous Communities Contacted

Two Indigenous communities with proximity to the project area were identified and contacted as part of the engagement process:

Community	Location / Relationship to Project	Contact Method
Whitefish Lake First Nation #128	Located adjacent to Whitefish Lake; nearest First Nation community to the project parcel	Formal introduction letter (June 23, 2025) with enclosed draft Outline Plan; followed up by telephone
Kikino Métis Settlement	Located near the project area within Smoky Lake County; proximity warranted early engagement	Formal introduction letter (June 23, 2025) with enclosed draft Outline Plan; followed up by telephone

4. Engagement Activities

4.1 Written Correspondence

On June 23, 2025, formal introduction letters were sent directly to both communities. Each letter:

- Introduced Austin Zacharko and Massif Energy as the project proponent;
- Described the proposed rezoning and subdivision of the 26.75-acre parcel into 11 country residential lots;
- Provided a copy of the draft Outline Plan – Sunset Ridge Estates at Whitefish Lake – R01A as an enclosure;
- Invited leadership to share feedback, concerns, or requests for further discussion;
- Offered to arrange an in-person or virtual meeting at the community's convenience;
- Copied Municipal Planning Services (2009) Ltd. (Subdivision Authority) and Smoky Lake County for transparency.

4.2 Telephone Follow-Up

Following the written correspondence, Austin Zacharko conducted telephone follow-up calls with representatives at both Whitefish Lake First Nation #128 and Kikino Métis Settlement. The purpose of these calls was to:

- Confirm receipt of the introduction letter and enclosed draft Outline Plan;
- Confirm receipt of any email correspondence related to the project;
- Verbally introduce the project and reiterate the invitation for feedback or a meeting;
- Provide an opportunity for community representatives to raise any immediate questions or concerns.

Telephone contact was successfully made with representatives at each community (admin staff). Both communities confirmed receipt of the correspondence materials.

5. Engagement Log

Date	Community	Activity	Method	Response Received
June 23, 2025	Whitefish Lake First Nation #128	Introduction letter + draft Outline Plan sent	Formal written letter & Call	No written response received
June 23, 2025	Kikino Métis Settlement	Introduction letter + draft Outline Plan sent	Formal written letter & Call	No written response received
Aug 6, 2025	Whitefish Lake First Nation #128	Follow Up from June	Formal written letter	No response Provided.
Aug 6, 2025	Kikino Métis Settlement	Follow Up from June	Formal written letter	No response Provided.
Nov 18, 2025	Whitefish Lake First Nation #128	Follow Up from June	Formal written letter & Call	Confirmed contact with representative from the community and verbally confirmed that documents had been received

Nov 18, 2025	Kikino Métis Settlement	Follow Up from June	Formal written letter & Call	Confirmed contact with representative from the community and verbally confirmed that documents had been received
March 2026	Whitefish Lake First Nation #128	Provided Notice of Community Open House	Email & Notice Boards at property and at Nearby Highways.	No response or attendance.
March 2026	Kikino Métis Settlement	Provided Notice of Community Open House	Email & Notice Boards at property and at Nearby Highways.	No response or attendance.

6. Community Responses and Feedback

Despite meaningful and documented outreach efforts, neither Whitefish Lake First Nation #128 nor Kikino Métis Settlement provided written formal feedback, concerns, or requests regarding the proposed Sunset Ridge Estates development.

The proponent acknowledges the importance of Indigenous community engagement and made genuine efforts to facilitate early, transparent, and respectful communication. Both communities were given adequate opportunity to:

- Review the draft Outline Plan materials.
- Raise any concerns or questions regarding the development.
- Request an in-person or virtual meetings with the proponent.

In the absence of formal feedback, the proponent interprets the lack of response as an absence of identified concerns at this time. The proponent remains open to ongoing engagement throughout the municipal review and approval process.

7. Conclusion

The Indigenous engagement undertaken for Sunset Ridge Estates at Whitefish Lake was apart of the broader community notification and engagement requirements of Smoky Lake County's Public Engagement Programme as outlined in Step 3 of the Outline Plan process. Outreach was conducted in good faith, with transparency and respect, and in a manner consistent with the duty to inform affected Indigenous communities of proposed nearby land use changes.

This summary, along with copies of the engagement letters sent to each community, is submitted as part of the Outline Plan package to Smoky Lake County Council & MPS.

Submitted by:



Austin Zacharko | Director – Business Development, Massif Energy
(780) 245-6646 | Austin@MassifEnergy.ca | www.massifenergy.ca

Austin Zacharko

From: Austin Zacharko
Sent: June 23, 2025 3:40 PM
To: [redacted]
Cc: Jane Dauphinee; Marina Guintchitskaia; Jordan Ruegg
Subject: Introduction on Proposed Rezoning and Country Residential Subdivision on South East Side of Whitefish Lake
Attachments: Introduction Letter - Kikino + Sunset Ridge Estates.pdf; Sunset Ridge Estates at Whitefish Lake-R01A.pdf

Hello,

Please see attached and reach out with any questions. Have a great day.

Best,

Austin Zacharko
Director - Business Development

MASSIF ENERGY
C: (780) 245-6646
E: Austin@MassifEnergy.ca
W: www.massifenergy.ca/

Austin Zacharko

From: Marina Guintchitskaia <m.guintchitskaia@munplan.ab.ca>
Sent: June 24, 2025 8:00 AM
To: Austin Zacharko
Cc: Jane Dauphinee; Jordan Ruegg
Subject: Re: Indigenous Engagement - Whitefish Lake FN #128 - Sunset Ridge Estates.

Hi Austin,

Thanks for keeping us in the loop!

Best,

MARINA GUINTCHITSKAIA
Planner

p: 780.486.1991
e: m.guintchitskaia@munplan.ab.ca
a: #206, 17511 – 107 Ave NW
Edmonton, AB T5S 1E5
www.munplan.ab.ca

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From: Austin Zacharko <Austin@massifenergy.ca>
Sent: Monday, June 23, 2025 3:46 PM
To: Marina Guintchitskaia <m.guintchitskaia@munplan.ab.ca>
Cc: Jane Dauphinee <j.dauphinee@munplan.ab.ca>; Jordan Ruegg <jruegg@smokylakecounty.ab.ca>
Subject: Indigenous Engagement - Whitefish Lake FN #128 - Sunset Ridge Estates.

Hi Marina,

This email's purpose is to serve as a transparent record of engagement with the Whitefish Lake FN #128.

This afternoon I attempted to reach out to Whitefish Lake FN #128 without success. The following actions were taken:

1. Called the posted Phone number ([redacted]
    a. No Answer & Left a message
2. Was unable to find an email address online.
3. Completed a contact form on the community's website and submitted it with the following Content

I hope this letter finds you well. My name is Austin Zacharko, and I am reaching out to respectfully introduce myself and share information regarding a proposed rezoning and country residential subdivision project located within Smoky Lake County, on Pt. NE 4-62-13-W4M—just south-east of Whitefish Lake and near your community.

As a proud indigenous Albertan and Director of Business Development at Massif Energy, I believe in the importance of meaningful and early engagement with Indigenous communities. Given the proximity of Whitefish Lake First Nation #128 to the development area, I wanted to ensure your Nation is informed and invited into the feedback process from the beginning.

The project envisions the rezoning and subdivision of a 26.75-acre parcel into 11 country residential lots. The land is currently designated for agricultural use and is undergoing the necessary municipal approvals to support responsible rural residential development.

We are still in the early stages of planning and welcome the opportunity to engage with your leadership to share details, gather your feedback, and discuss any considerations or concerns. I would appreciate the opportunity to meet at your convenience and ensure that the project proceeds in a way that is inclusive, transparent, and respectful.

Please feel free to contact me directly to set up a meeting or direct me to the appropriate representative from your Nation.
Thank you for your time and consideration. I look forward to the opportunity to connect.

Best,
Austin Zacharko
Director – Business Development
Massif Energy
C: (780) 245-6646
E: Austin@MassifEnergy.ca
W: www.massifenergy.ca/

Our team will continue to attempt to reach out in the coming weeks and months including in person, phone, and email attempts.
Best,

Austin Zacharko
Director - Business Development

MASSIF ENERGY
C: (780) 245-6646
E: Austin@MassifEnergy.ca
W: www.massifenergy.ca/

Austin Zacharko
Director – Business Development
Massif Energy
(780) 245-6646
Austin@MassifEnergy.ca
www.massifenergy.ca/

June 23, 2025

Whitefish Lake First Nation #128 Council
Email:
Box 271, Goodfish Lake, AB T0A 1R0

Dear Whitefish Lake First Nation #128 Leadership,

Re: Introduction on Proposed Rezoning and Country Residential Subdivision on South-East Side of Whitefish Lake

I hope this letter finds you well. My name is Austin Zacharko, and I am reaching out to respectfully introduce myself and share information regarding a proposed rezoning and country residential subdivision project located within Smoky Lake County, on Pt. NE 4-62-13-W4M—just south-east of Whitefish Lake and near your community.

As a proud indigenous Albertan and Director of Business Development at Massif Energy, I believe in the importance of meaningful and early engagement with Indigenous communities. Given the proximity of Whitefish Lake First Nation #128 to the development area, I wanted to ensure your Nation is informed and invited into the feedback process from the beginning.

The project envisions the rezoning and subdivision of a 26.75-acre parcel into 11 country residential lots. The land is currently designated for agricultural use and is undergoing the necessary municipal approvals to support responsible rural residential development.

We are still in the early stages of planning and welcome the opportunity to engage with your leadership to share details, gather your feedback, and discuss any considerations or concerns. I would appreciate the opportunity to meet at your convenience and ensure that the project proceeds in a way that is inclusive, transparent, and respectful.

Enclosed with this letter is a draft version of our proposed outline plan titled *Sunset Ridge Estates at Whitefish Lake – R01A* for your review. We look forward to receiving your feedback on this high-level concept. For transparency and collaboration, I have also copied Municipal Planning Services (the Subdivision Authority) and Smoky Lake County on this correspondence.

Please feel free to contact me directly to set up a meeting or direct me to the appropriate representative from your Nation.

Thank you for your time and consideration. I look forward to the opportunity to connect.

Best,

Austin Zacharko
Director – Business Development
Massif Energy
C: (780) 245-6646
E: Austin@MassifEnergy.ca
W: www.massifenergy.ca/

CC: Municipal Planning Services (2009) Ltd.
Smoky Lake County

Encl: Draft Outline Plan – *Sunset Ridge Estates at Whitefish Lake – R01A*

Austin Zacharko
Director – Business Development
Massif Energy
(780) 245-6646
Austin@MassifEnergy.ca
www.massifenergy.ca/

June 23, 2025

Kikino Métis Settlement Council
kiadmin@telus.net
Kikino, AB

Dear Kikino Métis Settlement Council,

Re: Introduction on Proposed Rezoning and Country Residential Subdivision on South East Side of Whitefish Lake

I hope this letter finds you well. My name is Austin Zacharko, and I am reaching out to respectfully introduce myself and share information regarding a proposed rezoning and country residential subdivision project located within Smoky Lake County, on Pt. NE 4-62-13-W4M—just south-west of Whitefish Lake and near the Kikino Métis Settlement.

As a proud Métis Albertan and Director of Business Development at Massif Energy, I believe in the importance of meaningful and early engagement with Indigenous communities. Given your community's proximity, I felt it was important to reach out directly.

The project envisions the rezoning and subdivision of a 26.75-acre parcel into 11 country residential lots. The land is currently designated for agricultural use and is undergoing the necessary municipal processes to enable responsible rural residential development. Our aim is to design a community that respects the natural environment.

We are still in the early planning stages and welcome the opportunity to connect with Kikino leadership to discuss the project, and gather your feedback, and explore any opportunities for further discussions. I'd be grateful for the chance to meet at your convenience and ensure that this development moves forward in a way that is inclusive and respectful.

Enclosed with this letter is a draft version of our proposed outline plan titled *Sunset Ridge Estates at Whitefish Lake – R01A* for your review. We look forward to receiving your feedback on this high-level concept. For transparency and collaboration, I have also copied Municipal Planning Services (the Subdivision Authority) and Smoky Lake County on this correspondence.

Please feel free to contact me directly to set up a meeting or to direct me to the appropriate member of your team.

Thank you for your time and consideration. I look forward to the opportunity to connect.

Best,

Austin Zacharko
Director – Business Development
Massif Energy
C: (780) 245-6646
E: Austin@MassifEnergy.ca
W: www.massifenergy.ca/

CC: Municipal Planning Services (2009) Ltd.
Smoky Lake County

Encl: Draft Outline Plan – *Sunset Ridge Estates at Whitefish Lake – R01A*

Austin Zacharko

From: Austin Zacharko
Sent: August 6, 2025 5:14 PM
To: [redacted]
[redacted]
Jane Dauphinee; Marina Guintchitskaia; Jordan Ruegg
Subject: RE: Introduction on Proposed Rezoning and Country Residential Subdivision on South East Side of Whitefish Lake

Hello,

I am following up on our plan to rezone and subdivide a parcel of land on the southeast shore of Whitefish Lake. We are continuing our process and would value your thoughts and feedback on the development.

Could we arrange a 30 minute call or meeting next week?

Best,

Austin Zacharko
Director - Business Development

MASSIF ENERGY
C: (780) 245-6646
E: Austin@MassifEnergy.ca
W: www.massifenergy.ca/

From: Austin Zacharko
Sent: June 23, 2025 3:40 PM
To: [redacted]
Cc: Jane Dauphinee <j.dauphinee@munplan.ab.ca>; Marina Guintchitskaia <m.guintchitskaia@munplan.ab.ca>; Jordan Ruegg <jruegg@smokylakecounty.ab.ca>
Subject: Introduction on Proposed Rezoning and Country Residential Subdivision on South East Side of Whitefish Lake

Hello,

Please see attached and reach out with any questions. Have a great day.

Best,

Austin Zacharko
Director - Business Development

MASSIF ENERGY
C: (780) 245-6646
E: Austin@MassifEnergy.ca

W: www.massifenergy.ca/

Austin Zacharko

From: Austin Zacharko
Sent: November 18, 2025 10:43 AM
To: [redacted]
Cc: Marina Guintchitskaia; Jane Dauphinee; Jordan Ruegg
Subject: Community Engagement - Sunset Ridge Estates Property Development - Kikino MS

Hi Karen,

I spoke with Brittany Cardinal on the phone this morning at the Admin Office and she passed along your email address.

My name is Austin Zacharko, and I am reaching out to introduce myself and hopefully share information regarding a proposed rezoning and subdivision project located within Smoky Lake County, on Pt. NE 4-62-13-W4M—just south-east of Whitefish Lake and near your community. (A link to the parcel of land can be found here -> https://maps.app.goo.gl/Fdu15ceUx7SrCHCe8)

Given the proximity of Kikino Metis Settlement to the development area, I wanted to ensure your community is informed and invited into the feedback process.

The project envisions the rezoning and subdivision of a 26.75-acre parcel into 10-15 country residential lots. The land is currently designated for agricultural use and is undergoing the necessary studies to apply for approvals to support responsible rural residential development.

We are still in the early stages of planning and welcome the opportunity to engage with your leadership and/or community to share details, gather your feedback, and discuss any considerations or concerns. I would appreciate the opportunity to meet at your convenience and ensure that the project proceeds in a way that is respectful.

Please feel free to contact me directly to set up a meeting or direct me to the appropriate representative from your community.

Thank you for your time and consideration. I look forward to the opportunity to connect.

Best,

Austin Zacharko
Director - Business Development

MASSIF ENERGY
C: (780) 245-6646
E: Austin@MassifEnergy.ca
W: www.massifenergy.ca/

CONTACT

Name (required)

First Name

Austin

Last Name

Zacharko

Email (required)

Austin@MassifEnergy.ca

Subject (required)

Introduction on Proposed Rezoning and Country Residential Subdivision on South East Side

Message (required)

Hello,

I am following up on our plan to rezone and subdivide a parcel of land on the southeast shore of Whitefish Lake. We are continuing our process and would value your thoughts and feedback on the development.

Could we arrange a 30 minute call or meeting next week?

Best,

Austin Zacharko
Director - Business Development

MASSIF ENERGY
C: (780) 245-6646
E: Austin@MassifEnergy.ca
W: www.massifenergy.ca/

Submit

Privacy - Terms

Info

[redacted]

Whitefish Lake First Nation #128

Box 271
Goodfish Lake, AB T0A 1R0

Austin Zacharko

From: Austin Zacharko
Sent: November 18, 2025 10:33 AM
To: [redacted]
Cc: Marina Guintchitskaia; Jane Dauphinee; Jordan Ruegg
Subject: Community Engagement - Sunset Ridge Estates Property Development - WFL FN 128

Hi Shauna,

I spoke with Reena on the phone this morning at the Band Office and she passed along your email address.

My name is Austin Zacharko, and I am reaching out to introduce myself and hopefully share information regarding a proposed rezoning and subdivision project located within Smoky Lake County, on Pt. NE 4-62-13-W4M—just south-east of Whitefish Lake and near your community. (A link to the parcel of land can be found here -> https://maps.app.goo.gl/Fdu15ceUx7SrCHCe8)

Given the proximity of Whitefish Lake First Nation #128 to the development area, I wanted to ensure your Nation is informed and invited into the feedback process from the beginning.

The project envisions the rezoning and subdivision of a 26.75-acre parcel into 10-15 country residential lots. The land is currently designated for agricultural use and is undergoing the necessary studies to apply for approvals to support responsible rural residential development.

We are still in the early stages of planning and welcome the opportunity to engage with your leadership and/or community to share details, gather your feedback, and discuss any considerations or concerns. I would appreciate the opportunity to meet at your convenience and ensure that the project proceeds in a way that is respectful.

Please feel free to contact me directly to set up a meeting or direct me to the appropriate representative from your community.

Thank you for your time and consideration. I look forward to the opportunity to connect.

Best,

Austin Zacharko
Director - Business Development

MASSIF ENERGY
C: (780) 245-6646
E: Austin@MassifEnergy.ca
W: www.massifenergy.ca/

Appendix I: Council Motion – Road Width and ROW Reduction (April 21, 2026)

APPENDIX I:

Council ROW Motion

Date Report Completed	2026
Consultant	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

April 21, 2026

MASSIF ENERGY
ATTN: AUSTIN ZACHARKO
DIRECTOR BUSINESS DEVELOPMENT
Austin@MassifEnergy.ca

Re: Request to Reduce Minium Width of Road & ROW for Proposed Subdivision of Pt. NE 4-62-13-W4M

Mr. Zacharko,

This letter serves as notice that at its April 16, 2026 meeting, Smoky Lake County Council passed the following resolutions in regards to your request to reduce the minimum road width and minimum right-of-way (ROW) width for the proposed subdivision of Pt. NE 4-62-13-W4M:

1. *"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."*

2. *"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."*

Should you have any questions regarding either of these resolutions, please contact the undersigned at 780-656-3730 or jruegg@smokylakecounty.ab.ca.

Thank you.

Sincerely,



Jordan Ruegg
Director of County Services
4612 - McDougall Drive, PO Box 310
Smoky Lake, Alberta T0A 3C0
e: jruegg@smokylakecounty.ab.ca
p: (780) 656-3730 / c: (780) 650-5207
w: http://www.smokylakecounty.ab.ca/

ᑲᓴᑲᑕᐪ ᓴᖅᐃᒪᓕᒃ (kaskapatau sakahigan / Smoky Lake) on Treaty 6 Territory, and Homeland of the Metis Nation

cc. Shelly Barrett, Office Manager/Subdivision Clerk, Municipal Planning Services, s.barrett@munplan.ab.ca

Request for Decision (RFD)

Meeting Date: June 25, 2026 **Agenda Item: # 7.12**
Topic: Smoky Lake County Gas Utility 2026 Quality Management Plan (QMP)
Presented By: Daniel Moric, Natural Gas Manager

Recommendation:
That Smoky Lake County adopt the 2026 Quality Management Plan (QMP) provided by Rural Utilities, and the Reeve, Chief Administrative Officer, and the Natural Gas Manager affix their signatures to the 2026 QMP for submission to Rural Utilities.

Background:
The Quality Management Plan is an agreement with the Province of Alberta under section 5 of the Gas Distribution Act that the Smoky Lake County Natural Gas Utility is designed, constructed, operated, and maintained in accordance set by section 2 of the Act. The utility is required to submit this executed document annually to Rural Utilities.

Benefits:
Allows the utility to continue to operate under Rural Utilities to ensure regulatory compliance.

Disadvantages:
N/A

Alternatives
No alternatives, as this is a requirement to operate

Financial Implications:
No financial implications.

Legislation:
Requirement of Section 5 of the Gas Distribution Act, as states:

The chief officer may enter into agreements with distributors and with owners of low pressure distribution pipelines for the following purposes:
(a) ensuring compliance with the standards referred to in section 2;
(b) implementing quality management programs for the purposes of clause (a);
(c) monitoring and auditing a distributor's or owner's operations in respect of the rural gas utility or the low pressure distribution pipeline.

Intergovernmental:
Alberta Government : Rural Utilities Branch

Strategic Alignment:

Request for Decision (RFD)

Asset Management & Infrastructure Stability

Enclosure(s):
2026 Smoky Lake County Natural Gas Utility Quality Management Plan (QMP)

Signature of the CAO: _____

Quality Management Plan

Smoky Lake County Gas Utility

This Quality Management Plan (QMP) represents an agreement with the Province of Alberta under section 5 of the *Gas Distribution Act* that the rural gas utility is designed, constructed, operated and maintained in accordance with the requirements set by section 2 of the Act. In signing this agreement, the Chief Officer recognizes that complete compliance with these standards may not always be attainable, although they remain the objective for the rural gas utility. In the event of identified deficiencies resulting from an operation and maintenance inspection conducted under section 4 of the Act, the rural gas utility will respond in a timely manner to render the distribution system safe and as compliant to the applicable standard(s) as possible.

The Smoky Lake County Gas Utility (hereinafter referred to as "the municipal gas utility", as per section 1(k) of the *Gas Distribution Act*), owns and operates a rural gas utility in Alberta and in accordance with its franchise issued under section 18 of the Act. Under section 18, the municipal gas utility has both the exclusive right and duty to offer and provide natural gas service to residents in a specific area of the province. The municipal gas utility, represented by the County Council is, as the owner, responsible for ensuring that the rural gas utility continues to be designed, constructed, operated and maintained in a manner consistent with section 2 of the Act. This is achieved with the full support of the municipal gas utility's Chief Administration Officer, the municipal gas utility's Manager and its employees as to ensure the safety of its customers, employees, and the general public of Alberta. Annual review and commitment to this QMP document by the County Council, the Chief Administrative Officer and the Gas Utility Manager, in conjunction with the annual submission of as-built plans and meeting operation and maintenance expectations of the Chief Officer partly form the 'Approval to Operate" a rural gas utility in Alberta.

QUALITY MANAGEMENT PLAN FUNCTIONS

Standards

As applicable, the municipal gas utility will design, construct, operate, and maintain its gas utility in accordance with the following legislation and standards:

- The *Gas Distribution Act*
- The *Pipeline Act* and Regulations
- The *Municipal Government Act*; only as applicable/relevant to the rural gas utility
- The *Gas Utilities Act*, as applicable
- The *Occupation Health and Safety Act*, and all codes and regulations, as applicable
- Canadian Standards Association (CSA) Z662 Oil and Gas Pipeline Standard
- Canadian Standards Association (CSA) Z246.2 Emergency Preparedness and Response for Petroleum and Natural Gas Industry Systems
- The Technical Standards Manual for Gas Distribution Systems in Alberta, issued by Rural Utilities
- Guidelines for Operations & Maintenance Practices in Alberta Natural Gas Utilities issued by the Federation of Alberta Gas Co-ops Ltd.
- Alberta Energy Regulator (AER) Directive 71 Emergency Preparedness and Response Requirements for the Petroleum Industry (as applicable)

Rural gas utilities are also expected to maintain appropriate insurance coverage.

Design, Construction, Testing, and Commissioning

The municipal gas utility will ensure that its distribution system is designed and constructed to safely deliver the required volumes of gas to each consumer under the most extreme conditions by following the Technical Standards Manual for Gas Distribution Systems in Alberta and the most recent version of the Canadian Standards Association (CSA) Z662 Oil and Gas Pipelines. Collectively, these are the standards for Alberta's gas distribution systems.

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Classification: Public

Operation, Maintenance and Repair

To ensure the gas utility is properly operated, maintained, and repaired, the municipal gas utility will employ or contract the services of qualified field staff to safely operate and maintain the system. This will include development of a regular preventative maintenance program to safeguard the distribution system against premature deterioration. Further, the rural gas utility will ensure that the level of safety equipment for both the shop and emergency response vehicles (as adopted in the Guidelines for Operations & Maintenance Practices in Alberta Natural Gas Utilities) in addition to personal protective equipment (PPE), is provided, inventoried, maintained, and calibrated as and if required.

Emergency Preparedness and Response

To ensure that employees understand the municipal gas utility's program to respond to emergency situations, the municipal gas utility will develop and implement an Emergency Response Program (ERP) to effectively respond to emergencies, promote safety of workers, responders and the public, in accordance with the Guidelines for Operations & Maintenance Practices in Alberta Natural Gas Utilities.

Surveying and Plant Records

In order to ensure the completeness, accuracy and timely completion of the municipal gas utility's as-built drawings and ensure that the Utility Safety Partners database is current, the municipal gas utility will maintain up-to-date as-built plans of the rural gas utility and submit these to Rural Utilities by March 31 of the year following construction.

RESPONSIBILITY

This Quality Management Plan highlights the safety related components of the Smoky Lake County Gas Utility's design, construction, operation, and maintenance programs. The municipal gas utility's County Council and Chief Administration Officer along with their Gas Utility Manager have reviewed and adopted the QMP in its entirety, and hereby accepts the responsibility for compliance of their distribution system with this plan.

This Quality Management Plan was reviewed at the County Council meeting held on: _____

Dated _____ _____

Reeve

I have read and will support the municipal gas utility in meeting compliance of this QMP:

Dated _____ _____

Chief Administrative Officer

Dated _____ _____

Gas Utility Manager

This QMP must be adopted and signed by the municipal gas utility, represented by the Reeve, the Chief Administrative Officer and the Gas Utility Manager **on an annual basis and submitted by December 31st of each year.**

Failure to submit a signed QMP document may result in any or all of the following actions:

(1) The annual 'Approval to Operate' will not be issued,
(2) All planned/future construction must be approved by the Chief Officer prior to construction until the QMP is signed and submitted, and
(3) Any construction done without prior approval of the Chief Officer will be in contravention of section 13 of the Gas Distribution Act and potentially subject to an offence (section 8) and/or order (section 9) under the Act.

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Request for Decision (RFD)

Meeting Date: June 25, 2025 **Agenda Item: # 7.13**
Topic: Proposed Amendment to Policy 01-54 – Signing Authority
Presented By: Chief Administrative Officer – Chyenne Shaw

Recommendation
That Smoky County Council approve Policy 01-54 Signing Authority as presented

---

Background:
As part of ongoing efforts to strengthen business continuity and ensure the efficient operation of administrative functions, Administration has reviewed the County's current signing authority requirements.
The Chief Administrative Officer is responsible for executing a significant volume of agreements, correspondence, approvals, permits, applications, and other administrative documents that require timely authorization and processing.
At the June 10, 2026 Departmental Council Meeting, Council appointed the Director of County Services as a secondary signing authority to support operational continuity and ensure administrative matters can proceed efficiently when the Chief Administrative Officer is unavailable.
To formalize this direction, Policy No. 01-54 has been amended to reflect the Director of County Services as an authorized secondary signing authority.

Benefits:
- Provides administrative continuity during CAO absences.
- Reduces delays in executing routine administrative documents.
- Supports timely service delivery to residents, businesses, contractors, and partners.
- Aligns signing authority with the Assistant CAO's delegated responsibilities.
- Strengthens organizational resilience and succession planning.

Disadvantages:

Not Applicable

Alternatives
Not Applicable

Financial Implications:
Not Applicable

Legislation:

This recommendation is consistent with the authority granted to the Chief Administrative Officer under the Municipal Government Act and supports administrative continuity and effective governance practices.

Any financial signing authorities established through banking resolutions, bylaws, or policies remain

subject to existing Council approvals and controls.

Intergovernmental:

Not Applicable

Strategic Alignment:

Priority 5 – Workforce Development and Succession Planning

This recommendation supports organizational resilience, succession planning, and continuity of operations by ensuring critical administrative functions can continue uninterrupted.

Enclosure(s):

1. **Policy 01-54 – Signing Authority (Current)**
2. **Policy 01-54 – Signing Authority (Proposed)**

Signature of the CAO: _____

Smoky Lake County Policy

Title:	**Signing Authority**		
		Policy #	Version
Category:	Financial Services (FIN)	**01-54**	**02**

LEGISLATIVE REFERENCE:

- Municipal Government Act, RSA 2000, c. M-26, Sections 213 and 270
- Chief Administrative Officer Bylaw 1452-23

PURPOSE:

The purpose of this policy is to clarify who in the organization may sign or authorize which municipal documents.

OBJECTIVE:

To designate signing authorities that support efficient municipal operations, maintain appropriate internal controls, provide continuity during employee absences, and ensure municipal documents are executed by authorized individuals.

DEFINITION:

"Agreement" is a document initiated by a financial institution or other party that requires signatures by the designated signatories.
"CAO means Chief Administrative Officer
"County" means Smoky Lake County.
"Director of County Services (Assistant CAO)" means the employee appointed by Council or the CAO to serve as Director of County Services and Assistant Chief Administrative Officer.
"EFT" means Electronic Funds Transfer payments (digital money transfer to or from bank accounts belonging to another entity)
"Finance Manager" means the employee appointed by the County as the Manager of Finance and responsible for the administration, oversight, and management of the County's financial operations, accounting functions, budgeting processes, financial reporting, and related statutory requirements.

STATEMENT:

The Municipal Government Act provides authority for the Chief Elected Official or another person authorized by Council to sign cheques and other negotiable instruments on behalf of the municipality.
Authority is delegated as follows to sign or authorize the following:

1. Bank accounts and investments
   a) Authority for signing service agreements that open or close financial accounts shall be:
      I. First signature – Reeve or Deputy Reeve
      II. Second signature – CAO, if in the absence of CAO, the Finance Manager or Director of County Services
   b) Authority to transfer funds between County bank accounts shall be:

Draft

I. Either the CAO, if in the absence of CAO, the Finance Manager or the Director of County Services
II. The Payroll Clerk may transfer funds between the County General Chequing account and Payroll account.

2. Cheques and EFTs
   a) Authority for signing cheques as well as authorizations for EFT payments shall be:
      I. First signature – Reeve or Deputy Reeve
      II. Second signature – CAO, if in the absence of CAO, the Finance Manager or the Director of County Services

3. Agreements for budgeted expenditures are delegated under Purchasing Guidelines Policy 08-16

4. Other Agreements and negotiable instruments
   b) Authority for signing other agreements and negotiable instruments shall be:
      I. First signature – Reeve or Deputy Reeve
      II. Second signature – CAO, if in the absence of CAO, the Finance Manager or the Director of County Services

5. Minutes of Council Meetings shall be signed in accordance with the Municipal Government Act Section 213(1):
      I. the person presiding the meeting
      II. and the CAO

6. Bylaws shall be signed in accordance with the Municipal Government Act Section 213(3):
      I. The Reeve or Deputy Reeve
      II. and the CAO

Draft

	Date	Council Resolution #	Version
Adopted	Month, day, year	Motion #	01
Amended			
Reviewed			

SMOKY LAKE COUNTY

Title: Signing Authority		Policy No.: 54-01
Section: 01	Code: P-A	Page No.: 1 of 2 E

Legislation Reference:	Municipal Government Act Sections 213 and 270. And Chief Administrative Officer Bylaw 1452-23

Purpose:	This policy clarifies which positions in the organization may sign or authorized which municipal documents to support accountability for both financial and non-financial transactions.

Policy Statement and Guidelines:

1. STATEMENT:

The Municipal Government Act gives authority to the Chief elected official or another person authorized by council to sign cheques and other negotiable instruments.

2. OBJECTIVE:

This policy designates general legal signing authority to improve the efficiency of business operations while maintaining effective internal controls and approval processes.

3. DEFINITION:

3.1 **"Agreement"** is a document initiated by a financial institution or other party that requires signatures by the designated signatories.
3.2 **"CAO** means Chief Administrative Officer
3.3 **"County"** means Smoky Lake County.
3.4 **"EFT"** means Electronic Funds Transfer payments (digital money transfer to or from bank accounts belonging to another entity)

4. GUIDELINES:

Authority is delegated as follows to sign or authorize the following:

4.1 Bank accounts and investments
- 4.1.1 Authority for signing service agreements that open or close financial accounts shall be:
  - i) First signature – Reeve or Deputy Reeve
  - ii) Second signature – CAO or Finance Manager
- 4.1.2 Authority to transfer funds between County bank accounts shall be:
  - i) Either the CAO or Finance Manager
  - ii) The Payroll Clerk may transfer funds between the County General Chequing account and Payroll account.

4.2 Cheques and EFTs
- 4.2.1 Authority for signing cheques as well as authorizations for EFT payments shall be:
  - i) First signature – Reeve or Deputy Reeve
  - ii) Second signature – CAO or Manager of Finance

4.3 Agreements for budgeted expenditures are delegated under Purchasing Guidelines Policy 08-16

Current

4.4 Other Agreements and negotiable instruments
- 4.4.1 Authority for signing other agreements and negotiable instruments shall be:
  - i) First signature – Reeve or Deputy Reeve
  - ii) Second signature – CAO or Finance Manager

4.5 Minutes of Council Meetings shall be signed in accordance with the Municipal Government Act Section 213(1) - the person presiding the meeting and the CAO

4.6 Bylaws shall be signed in accordance with the Municipal Government Act Section 213(3) – The Reeve or Deputy Reeve and the CAO

5. RESPONSIBILITIES:

5.1 Council Responsibilities:
- 5.1.1 Approve the Signing Authority Policy

5.2 CAO Responsibilities
- 5.2.1 Ensure that the management team are aware of and understand the implications of this policy
- 5.2.2 Implement and monitor the policy
- 5.2.3 Direct administration to develop the necessary administrative procedures to implement this policy
- 5.2.4 Regularly review and make necessary amendments to the policy

5.3 Management Team
- 5.3.1 Ensure that employees are aware of and abide by the policy

5.4 Authority delegated to a position extends to any person acting in the position.

5.5 Only employees who have been delegated signing authority through the policy, or through further delegation permitted by this policy, may sign municipal documents referenced here.

5.6 Employees who have been delegated signing authority are responsible for:
- 5.6.1 ensuring documents are signed in accordance with this policy; and
- 5.6.2 ensuring the accuracy of the document being signed
- 5.6.3 being aware of and complying with all relevant bylaws, policies, procedures, as well as external legislative requirements when exercising delegations

Current

	Date	Resolution Number
Approved	March 27, 2025	373-25 – Page # 15904
Amended		
Amended		
Amended		

Request for Decision (RFD)

Meeting Date: June 25th, 2026 **Agenda Item: # 7.14**
Topic: Procedural Bylaw
Presented By: Chief Administrative Officer – Chyenne Shaw

Recommendation:

1) **THAT Smoky Lake County Council give First Reading to Bylaw No. 1510-26 Procedural Bylaw.**
2) **THAT Smoky Lake County Council give Second Reading to Bylaw No. 1510-26 Procedural Bylaw.**
3) **THAT Smoky Lake County Council give permission for Third Reading to Bylaw No. 1510-26 Procedural Bylaw.**
4) **THAT Smoky Lake County Council give Third and Final Reading to Bylaw No. 1510-26 Procedural Bylaw.**

Background:

Administration has completed a review of the recently adopted Procedural Bylaw and is recommending several amendments to improve meeting efficiency, agenda management, transparency, and legislative consistency.

The proposed amendments include:

A. Delegation Submission Deadline

The current bylaw requires delegation requests to be submitted five (5) business days before a meeting. Administration is recommending increasing this requirement to fourteen (14) business days.

This change will:

- Allow sufficient time for Administration to review submissions;
- Ensure agenda packages can be prepared accurately and completely;
- Provide adequate time for background research and preparation of supporting information;
- Improve the quality of information available to Council before deliberation.

B. Delegation Limit

Administration recommends a maximum of four (4) delegations per meeting.

This amendment is intended to:

- Ensure meetings remain manageable and efficient;
- Allow adequate time for each delegation;
- Prevent Council meetings from becoming excessively lengthy;
- Improve Council's ability to fully consider matters presented.

C. Removal of Public Question and Answer Period

The current Procedural Bylaw includes a Public Question and Answer Period and an associated Schedule F outlining procedures.

Administration is recommending removal of this section and the associated agenda item.

Under the Municipal Government Act (MGA), municipalities are not required to provide a public question-and-answer period during regular Council meetings.

Municipal Affairs identifies several recognized avenues for public participation, including:

- Attendance at public Council meetings;

- Public hearings required under the MGA;
- Written correspondence to Council;
- Delegations appearing before Council;
- Public engagement and consultation processes.

Municipal Affairs does not require nor specifically recommend that municipalities include an open public question period as part of every regular Council meeting.

Many Alberta municipalities have chosen not to include a public question period in their Procedural Bylaws and instead rely on delegation processes, written submissions, public hearings, and other engagement opportunities.

Administration notes that public question periods can present challenges including:

- Questions requiring research that cannot be answered immediately;
- Potential debate between members of the public and Council;
- Discussion of matters outside Council's jurisdiction;
- Risk of raising personnel, legal, or confidential matters in a public forum;
- Increased meeting length and reduced meeting efficiency.

The proposed amendment would not reduce public access to Council. Members of the public would continue to have opportunities to participate through:

- Delegations;
- Public hearings;
- Written correspondence;
- Requests for meetings with Administration or Council;
- Public engagement initiatives;
- Attendance at all open Council meetings.

Benefits:

Improved Agenda Planning

Increasing delegation notice requirements provides Administration sufficient time to prepare complete and accurate information for Council consideration.

More Efficient Meetings

Limiting delegations and removing the public question period assists Council in managing meeting length and maintaining focus on decision-making.

Consistency with Municipal Best Practices

The amendments align Smoky Lake County's procedures with many Alberta municipalities that rely on structured delegation processes rather than unscheduled public question periods.

Reduced Risk

A formal delegation process allows Administration to ensure matters are properly directed, researched, and addressed while minimizing the risk of discussing confidential, legal, or personnel matters in open session.

Disadvantages:

- Some members of the public may perceive the removal of the public question period as reducing access to Council.
- Delegations will require additional advance planning by residents.
- Some matters may require waiting until a future Council meeting to be presented.

Alternatives

Option 1
Retain the Public Question and Answer Period but implement stricter rules and time limits.

Pros

- Maintains existing public participation format.
- Allows immediate public questions.

Cons

- Does not address meeting efficiency concerns.
- Questions often require follow-up research.
- Potential for debate or discussion outside Council's jurisdiction.

Option 2 – Status Quo
Make no changes.

Pros

- No changes required.
- Existing process remains familiar.

Cons

- Limited preparation time for delegations.
- Potential for lengthy meetings.
- Continued administrative challenges associated with public question periods.

Financial Implications:

There are no direct financial implications associated with the proposed amendments. Potential indirect savings may occur through improved meeting efficiency and reduced administrative time responding to matters raised during public question periods.

Legislation:

- Municipal Government Act, RSA 2000, c. M-26
  - Section 145 – Bylaw - Council and Council Committee
  - Section 193 – Council Meetings
  - Section 2197 – Public presence at meetings
- Smoky Lake County Procedural Bylaw No. 1510-26

The MGA does not require municipalities to provide a Public Question and Answer Period at regular Council meetings.

Intergovernmental: **N/A**

Request for Decision (RFD)

Strategic Alignment:

Priority 1 – Regional Collaboration & Modernization

- Modernizes governance processes and Council procedures.

Priority 2 – Service Delivery & Community Wellbeing

- Provides structured, transparent opportunities for public participation.

Core Values

- Accountability
- Transparency
- Respect
- Practical Innovation

Enclosure(s):

- **Draft Bylaw 1510-26 – Procedural Bylaw**

Signature of the CAO: _____

SMOKY LAKE COUNTY
IN THE PROVINCE OF ALBERTA
BYLAW NO. 1510-26

A BYLAW OF SMOKY LAKE COUNTY, IN THE PROVINCE OF ALBERTA, TO ESTABLISH THE PROCEDURES FOR COUNCIL AND COMMITTEE MEETINGS AND THE TRANSACTION OF MUNICIPAL BUSINESS.

****

WHEREAS, Section 145, 146, 146.1, 151, 153–154, 180, 185–203, and 230–238 of the MUNICIPAL GOVERNMENT ACT, R.S.A. 2000, c.M-26 as amended (the "MGA") authorizes Council to pass a bylaw to establish rules governing its proceedings and the conduct of Council and Committee meetings;

AND WHEREAS, Section 197 of the MGA and the Access to Information Act, SA 2024, c A-1.4 (ATIA) govern when meetings may be closed to the public;

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

1. TITLE AND APPLICATION

1.1. This Bylaw may be cited as the "Smoky Lake County Procedural Bylaw."
1.2. This Bylaw applies to all Council and Council Committee meetings unless otherwise provided by statute or specific Terms of Reference.
1.3. When a matter arises that is not provided for in this Bylaw, the Chair shall refer to Robert's Rules of Order (11th Edition) for guidance.
1.4. Where this Bylaw conflicts with the MGA or other legislation, legislation shall prevail.

2. DEFINITIONS

2.1. **"Agenda"** – The order of business for a meeting.
2.2. **"CAO"** – The Chief Administrative Officer appointed under s. 205 of the MGA.
2.3. **"Chair"** – The Reeve, or in their absence, the Deputy Reeve or Acting Chair.
2.4. **"Closed Session"** – A portion of a meeting closed to the public under s. 197 MGA and ATIA.
2.5. **"Committee"** – Any committee, board, or commission established by Council under s. 203 MGA.
2.6. **"Council Inquiry"** – A request for information submitted through the approved process.
2.7. **"Delegation"** – A person or group approved to speak to Council.
2.8. **"Electronic Participation"** – Attendance via audio or video technology in accordance with s. 199 MGA.
2.9. **"Minutes"** – The official public record of Council decisions, without note or comment.
2.10. **"Public Hearing"** – A meeting held under ss. 230–232 MGA.
2.11. **"Quorum"** means a quorum of council as defined in section 167 of the Municipal Government Act;
2.12. **"Reeve"** means the chief elected official of the Municipality;
2.13. **"Resolution**" means a Motion which has been voted on and carried by Council.

3. ORGANIZATION OF COUNCIL

3.1. The Organizational Meeting will occur annually as required by s. 192 MGA.
3.2. At the Organizational Meeting Council shall
   a) appoint the Reeve and Deputy Reeve;
   b) Administration of Oath of Office;
   c) adopt the meeting schedule;
   d) appoint Council representatives to boards/committees;
   e) confirm signing authorities;

f) Any other business as required by Council.

3.3. The Reeve is an ex-officio member of all Council committees unless otherwise provided by bylaw.

4. MEETINGS

4.1. Regular Meetings

1. Council shall hold Regular Meetings on dates set at the Organizational Meeting.
2. Notice of regular meetings shall be posted at the Municipal Office and on the County website.

4.2. Regular Council Meeting – Department Update Session

1. In addition to Regular Meetings established under Section 4.1.1, Council may schedule a Regular Council Meeting dedicated solely to Department Updates (the "Department Update Meeting").
2. The purpose of a Department Update Meeting is to:
   a) receive informational updates from County departments;
   b) allow Council to ask questions of clarification;
   c) enhance transparency, accountability, and strategic awareness;
   d) provide oversight without directing operations.
3. No Requests for Decision, bylaws, policies, or resolutions shall be considered at a Department Update Meeting unless required for procedural purposes (e.g., adoption of agenda, confirmation of next meeting, adjournment).
4. Department Update Meetings are Regular Council Meetings for the purposes of the Municipal Government Act and shall:
   a) be open to the public;
   b) require quorum;
   c) be recorded in the minutes;
   d) be subject to all provisions of this Bylaw.
5. Department Update Meetings shall be scheduled by resolution of Council or as part of the annual meeting schedule adopted at the Organizational Meeting.
6. Notwithstanding Section 4.2.1 and Section 4.2.3, emergent items may be brought to the Department Update Meeting for consideration by Council, at the discretion of the CAO.

4.3. Special Meetings

1. May be called by the Reeve or majority of Council per s. 194 MGA.
2. At least 24-hours' notice shall be provided to Council and the public unless two-thirds of Council waive the notice of requirement in writing.

4.4. Committee Meetings

1. Committees shall operate under Terms of Reference approved by Council.
2. Recommendations from committees must be brought to Council for final decisions.

4.5. Electronic Participation

1. Members may attend by electronic means that permit public access and audibility.
2. Members attending electronically are deemed present for quorum and voting.
3. Technical issues of interrupting participation shall be noted in the minutes.

4.6. Closed Sessions

1. Council may meet in Closed Session only as permitted under s. 197 MGA and Division 2 of Access to Information Act (ATIA).
2. The agenda must cite the specific FOIP section authorizing closure.
3. No motions may be passed while in Closed Session except for a motion to return to open session.

5. ATTENDANCE

5.1. If a councillor is unable to attend all or part of a meeting, including arriving after the

start of a meeting or leaving before the meeting is adjourned, the councillor:

1. Must notify the Chief Administrative Officer and the Chair at least 24 hours in advance, or if exigent circumstances exist, as soon as reasonably possible;
2. Must provide the general reason for the absence;
3. May request that the Chair announce the reason and expected duration of their absence during the meeting; and
4. May attend the meeting by Electronic Means in accordance with Section 7.

6. MEETING PROCEDURES

6.1. Quorum

1. Majority of Council constitutes a quorum. If quorum is not present within 15 minutes, the meeting is adjourned.

6.2. Voting

1. Every Councillor, including the Reeve, must vote on each motion unless exempt under the MGA.
2. Tie vote means the motion is defeated.
3. Recorded votes must be requested before the vote is taken.

6.3. Motions

1. Motions must be moved before debate.
2. Only one amendment at a time is permitted.
3. A motion to reconsider a decision must be made by a member who voted in the majority and before adjournment of the next regular meeting.

6.4. Amending Motions

1. A councillor may only amend the councillor's own Motion for the purpose of clarifying the Motion's intent without affecting the substance of the Motion. The Chair may accept such a "friendly amendment" upon putting a request to that effect to the meeting and if no other councillor objects. A councillor may also propose such a "friendly amendment" to another councillor's Motion, which may be accepted by the Chair if the other councillor agrees and no councillor objects.
2. A proposed amendment to a Motion under debate that changes the Motion under debate in any substantive way must take the form of a Motion to amend and is debatable. A Motion to amend must be relevant to the subject matter of the Motion under debate and must not propose a direct negative of the Motion under debate.
3. Only one amendment to the main Motion under debate may be before the meeting at any time, but a Motion to amend the proposed amendment may be before the meeting at the same time.
4. When a Motion to amend is on the floor, councillors may debate only the proposed amendment, not the main Motion under debate to which the amendment pertains.
5. An amendment to an amendment, if any, shall be voted upon before the Motion to amend. If no other amendment to the Motion to amend is proposed, the Motion to amend shall then be voted upon. Only after all Motions to amend have been put to a vote shall the main Motion under debate be put to a vote.

6.5. Recorded Vote

1. Before a vote on a Motion, any councillor may request the vote be recorded.
2. When a vote is recorded, the minutes must indicate the names of each councillor and whether they vote for or against the Motion, abstained, or were absent.

6.6. Reconsideration

1. After a Motion has been voted upon, but before the meeting is adjourned, any councillor who voted with the prevailing side may move for reconsideration of a previous Motion.
2. Debate on a Motion for reconsideration of a previous Motion must be confined to reasons for or against reconsideration of the previous Motion.
3. A Motion to reconsider must be decided by a two-thirds vote.
4. If a Motion to reconsider a previous Motion is passed, Council will immediately reconsider the original Motion.

6.7. Rescind

1. A Motion to rescind a previous Motion can be brought by any councillor at any time.
2. A Motion to rescind must be decided by a two-thirds vote.
3. A Motion cannot be rescinded if the Motion has already been carried out or acted upon.

6.8. Point of Order

1. When a Point of Order is called, the councillor calling the Point of Order must identify the procedural deviation.
2. The Chair may call to order any councillor who is out of order.
3. When a councillor persists in a breach of order, after having been called to order by the Chair, the Chair may declare the breach and name the offending councillor.
4. Unless the councillor who has been named by the Chair immediately apologizes for the breach and withdraws any objectionable statements, the Chair shall direct that the notation of the declaration of the breach and naming of the councillor be noted in the minutes.

6.9. Point of Privilege

1. A councillor may raise a Point of Privilege at any time.
2. The Chair shall immediately decide whether to accept and rule on the Point of Privilege.
3. Where the Chair has ruled that a matter is a Point of Privilege, the Motion is not debatable or amendable.

6.10. Public Hearings

1. Shall be conducted in accordance with Schedule "A" – Public Hearing Procedures and the MGA s. 230–232.
2. Members absent for the entire hearing must not vote on the bylaw or resolution.

6.11. Delegations

1. Delegation requests must be submitted in writing to the CAO ~~five~~ Fourteen business days before the meeting.
2. The CAO and Reeve may approve, reschedule, or decline requests in accordance with the Public Participation Policy.
3. Delegations shall have 10 minutes to present, unless otherwise approved by Council.
4. No more than 4 delegations shall be scheduled per meeting.

6.12. Public Participation

1. The public may address Council as outlined in the Public Participation Policy.
2. No motions shall be made arising from public questions unless added to a future agenda.

6.13. Conduct During Department Update Meetings

1. Department Update Meetings are intended for the receipt of information and clarification only. Council shall not provide operational direction to Administration during these meetings.
2. Where Council determines that additional information, analysis, or consideration is required, Council may, by resolution, direct Administration to bring forward further information or a Request for Decision to a future Regular Council Meeting.

7. ELECTRONIC MEETINGS

7.1. Council and Council committee meetings may be conducted by Electronic Means or using a hybrid of in-person and Electronic Means in accordance with section 199 of the Municipal Government Act.

7.2. Councillors and the CAO may attend a Council or Council committee meeting by Electronic Means when they cannot attend a meeting as a result of being absent from the Municipality on Council or Municipality business or as otherwise approved by the

Reeve. Councillors or the CAO attending by Electronic Means are solely responsible for the reliability of their electronic connection, including clear audio and visual connection.

7.3. Once the meeting has been called to order, each councillor and CAO attending by Electronic Means must turn their camera and microphone on and confirm their identity.

7.4. If a councillor or CAO is attending part of a meeting held In Camera by Electronic Means, the councillor or CAO must confirm to the Chair that they are in a private and secure location, that the In Camera session it not being recorded or overheard, and that no one else is in attendance in the private and secure setting.

7.5. Council and Council committee meetings will be live-streamed and accessible during the meeting from the Municipality's website.

7.6. Delegations may participate by Electronic Means if requested and approved by the CAO. Delegations who are allowed to attend by Electronic Means will be given a link to participate and are responsible for the reliability and connectivity of their electronic connection, including clear audio and video connection.

7.7. Members of the public may participate by Electronic Means in the Public Question and Answer Period if they register in advance. Registered members of the public will be given a link to participate and are responsible for ensuring the reliability and connectivity of their electronic connection, including clear audio and video connection.

7.8. Public notice about accessing a Council or Council committee meeting by Electronic Means will be posted Municipality's website and social media. The notice will also provide information to the public about the following:

1. where to access the meeting agenda;
2. where to access all supporting documents and materials relevant to the agenda; and
3. how to register to participate in the Question-and-Answer portion of the agenda.

7.9. All other provisions of this Bylaw, with any necessary modification, apply to meetings held by Electronic Means.

8. AGENDA AND MINUTES

8.1. Preparation of Agenda

1. The CAO shall prepare the agenda in consultation with the Reeve.
2. Items must be submitted by 12:00 noon five business days prior to the meeting.
3. The agenda package shall be distributed to Council and posted for the public at least 48 hours before the meeting.

8.2. Order of Business Regular Council Meeting (Agenda Template)

1. Call to Order
2. Adoption of Agenda
3. Adoption of Previous Minutes
4. Public Hearings (if scheduled)
5. Delegations and Public Presentations

~~6. Public Answer and Question Period~~

~~7.~~6. Request for Decision

~~8.~~7. ~~Bylaws and Policies~~

~~9.~~8. Council Committee Reports

~~10.~~9. Closed Session (when required, with ATIA references)

~~11.~~10. Confirmation of Next Meeting

~~12.~~11. Adjournment

8.3. Order of Business – Department Update Meeting (Agenda Template)

1. Call to Order
2. Adoption of Agenda
3. Department Updates
   a) Chief Administrative Officer
   b) Human Resources / Safety
   c) Finance Department
   d) Agricultural Services

e) Planning and Development
f) Fire Department
g) Communications
h) Geographic Information System.
i) Information Technology
j) Environment and Recreation
k) Natural Gas
l) Public Works
m) Community Peace Officer Program

4. Request for Decision

~~4.~~5. Confirmation of Next Meeting

~~5.~~6. Adjournment

8.4. Minutes

1. Minutes must be recorded without note or comment and adopted by Council at a subsequent meeting.
2. Audio recordings shall be maintained in accordance with the Records Retention Bylaw.
3. Minutes shall include attendance, motions, pecuniary interest declarations, recorded votes, and times of adjournment.

9. GENERAL PROVISIONS

9.1. The Corporate Seal shall be under the custody of the CAO.

9.2. All documents requiring execution shall be signed by the Reeve and CAO unless otherwise delegated.

9.3. A copy of any bylaw or resolution certified by the CAO is prima facie proof of its authenticity.

9.4. This Bylaw repeals Bylaw 1499-26 upon third reading and final passage.

10. This Bylaw comes into force on the final passing thereof.

READ A FIRST TIME IN COUNCIL THIS __ DAY OF _____, AD 2026.

READ A SECOND TIME IN COUNCIL THIS __ DAY OF _____, AD 2026.

READ A THIRD AND FINAL TIME IN COUNCIL THIS __ DAY OF _____, AD 2026.

_____

REEVE,
Craig Lukinuk

SEAL

_____

CHIEF ADMINISTRATIVE OFFICER,
Chyenne Shaw

SCHEDULE A – PUBLIC HEARING PROCEDURES

1. **PURPOSE**

This Schedule establishes transparent, legislatively compliant procedures for conducting Public Hearings under ss. 230–232 of the MGA.

2. APPLICATION

These procedures apply to:

2.1. Bylaws requiring a Public Hearing

2.2. Planning and Development matters under Part 17 of the MGA

2.3. Any matter for which Council has chosen to hold a hearing

3. **NOTICE OF PUBLIC HEARING**

3.1. Notice shall be provided in accordance with the County's Advertising Bylaw and the MGA.(Bylaw XXX_XX)

3.2. The notice must:

3.2.1. describe the matter to be heard;

3.2.2. state the date, time, and location;

3.2.3. include where to obtain supporting documents;

3.2.4. provide instructions for written submissions.

4. CONDUCT OF THE PUBLIC HEARING

4.1. Opening the Hearing

4.2. The Chair shall:

4.2.1. Call the Hearing to order.

4.2.2. State the purpose of the Hearing.

4.2.3. Confirm that notice requirements under the MGA have been met.

4.2.4. Review the procedures for the public.

5. Presentation Order

The following order shall apply:

5.1. Administration Report

- Background, legislative context, and recommendation.

5.2. Applicant Presentation (if applicable)

- Maximum 10 minutes, unless Council approves additional time.

5.3. Public Presentations

- Those speaking in favour.
- Those speaking against.
- Any other submissions.
- Presenters address Council only; no cross-discussion is permitted.

5.4. Written Submissions

- Administration will read written submissions into the record.

5.5. Council Questions of Clarification Only

- Directed to Administration, applicant, or speakers through the Chair.

5.6. Final Comments (optional)

- Applicant may respond to new information raised during the hearing.

6. Closing the Public Hearing

The Chair shall:

6.1. Ask for final submissions.

6.2. Declare the Public Hearing closed after ensuring all speakers had opportunity.

No new information may be accepted once the Hearing is closed.

7. POST-HEARING DELIBERATION

7.1. Council deliberates in open session only.

7.2. Council may:

7.2.1. give the bylaw its next reading(s);

7.2.2. refer the matter back to Administration for further review;

7.2.3. defeat the bylaw;

7.2.4. table the matter to a specified future date.

8. RECORD OF THE PUBLIC HEARING

8.1. Minutes must include:

8.1.1. Names of presenters

8.1.2. Summary of verbal submissions

8.1.3. Summary of written submissions

8.1.4. Disclosure of pecuniary interest (if any)

8.1.5. Start and end times

8.2. Audio recording shall be retained in accordance with the **Records Retention Bylaw**.

SCHEDULE B – REQUEST FOR DECISION (RFD) TEMPLATE

REQUEST FOR DECISION (RFD)
Agenda Item #:
Meeting Date:
Topic:
Department:
Presented By:

1. RECOMMENDATION
A clear, actionable recommended motion for Council.

2. BACKGROUND
Provide relevant context, including:
- legislative framework
- prior Council direction
- summary of issue
- options considered by Administration

3. BENEFITS
Provide at least **three** benefits wherever possible:

4. DISADVANTAGES

5. ALTERNATIVES
Option 1 – Recommended Option
- Description
- Pros / Cons
- Risks

Option 2 – Alternative
- Description
- Pros / Cons
- Risks

Option 3 – Status Quo
- Description
- Pros / Cons
- Implications

6. FINANCIAL IMPLICATIONS
Include:
- operational or capital costs
- budget impact
- available funding sources

7. LEGISLATIVE AUTHORITY
Reference applicable statutes, bylaws, or policies, such as:
- MGA sections
- Procedural Bylaw
- Development regulations
- Public Participation Policy

8. INTERGOVERNMENTAL IMPACT
How the decision and actions impact neighbouring local municipalities and/or Provincial or Federal Government**.**

9. STRATEGIC ALIGNMENT
How this decision aligns with:
- Strategic Plan
- Council Priorities
- Long-term planning

10. ENCLOUSRES
List supporting documents, maps, bylaws, letters, etc.

SCHEDULE C – COUNCIL INQUIRY PROCESS

1. PURPOSE

To establish a clear, accountable process for Council inquiries that maintains transparency, protects administrative capacity, and ensures equal access to information for all members of Council.

2. DEFINITIONS

a) **"Council Inquiry"** – A formal request for information made by a Councillor in accordance with this Schedule.
b) **"Informal Inquiry"** – A simple request for clarification about routine operational matters.
c) **"Information Request System"** – The platform or process designated by Administration for receiving Council inquiries.

3. PRINCIPLES

a) All Council members must have equal access to the same information.
b) Council inquiries must respect the CAO's legislated responsibility to direct staff.
c) Council inquiries must not direct staff, assign tasks, or influence operations.
d) Responses must be provided to all members of Council.

4. FORMAL COUNCIL INQUIRIES

a) Submission

A formal inquiry must be submitted through the **Request Management System** and include:

- the topic;
- the specific information requested;
- any relevant deadlines.

b) CAO Review

The CAO will review the inquiry and determine:

- If the information exists or can be retrieved;
- If research is required;
- If the response will be provided administratively or through a future RFD to Council.

c) Response

Administration will provide a written response within a reasonable timeframe.

- If additional time is needed, the CAO will notify Council.
- Responses must be circulated to **all Councillors**.

5. INFORMAL INQUIRIES

a) Councillors may ask Administration for general clarifications that do not require research, data extraction, or reporting.
b) Informal inquiries may be redirected to the formal system if:
    - they require staff time;
    - they involve policy matters;
    - they relate to decisions of Council;
    - they require written records.

6. INQUIRIES AT COUNCIL MEETINGS

a) A Councillor may raise an inquiry during "the CAO Report" on the agenda.
b) The CAO may respond immediately or take the inquiry under advisement.

7. RECORDS & TRANSPARENCY

a) All formal inquiries and responses shall be logged by Administration (Request Management).

SCHEDULE E – DELEGATION PROTOCOL

1. PURPOSE

To establish consistent rules for delegations appearing before Council.

2. SUBMISSION REQUIREMENTS

a) Delegations must submit a written request to the CAO at least **Fourteen (14) business days** prior to the meeting.
b) Requests must include:
   - name(s) of presenter(s):
   - organization represented (if applicable);
   - subject of the presentation;
   - summary of requested action from Council;
   - materials to be included in the agenda.
c) Late submissions may be accepted at the discretion of the CAO and Reeve.

3. DELEGATION PROCEDURES

a) Presentations are limited to 10 minutes, unless Council permits additional time.
b) Delegations address Council through the Chair.
c) Council may ask questions for clarification only.
d) Debate among members occurs after the delegation concludes.
e) Delegations shall not:
   - criticize staff;
   - raise matters unrelated to municipal jurisdiction;
   - use offensive or defamatory language.

4. DECISION-MAKING

a) No decision is made during the delegation unless the matter is already on the agenda.
b) The Chair may refer the matter to Administration for review or schedule it for a future meeting.

5. MATERIALS & RECORD

a) Delegation materials must be submitted before the agenda is finalized.
b) Materials become part of the public record unless subject to ATIA exemptions.

SCHEDULE F – PUBLIC QUESTION PERIOD RULES

PURPOSE

To permit residents to ask brief questions of Council in a respectful, structured format that does not disrupt Council business.

2. GENERAL RULES

2.1 Public Question Period shall occur at each Regular Council Meeting as listed on the agenda.

2.2 The purpose is to ask questions, not to debate or give presentations.

2.3 The Chair may limit time to ensure the meeting proceeds efficiently.

3. PARTICIPATION RULES

Individuals wishing to speak must:

identify themselves;

state their question clearly;

direct all remarks through the Chair.

Questions must relate to:

County services or operations;

matters within Council's jurisdiction;

items on the current or previous agendas.

Questions that will **not** be permitted include:

personal complaints about staff or individuals;

matters subject to ongoing legal action;

matters involving personal information protected by ATIA;

inappropriate, offensive, or defamatory comments.

RESPONSES

The Chair or CAO may provide an immediate response.

If additional research is required, the matter will be recorded as a **Council Inquiry** and answered later.

TIME LIMITS

Each questioner receives up to 5 **minutes**.

Total Question Period is limited to 10–15 minutes, at the Chair's discretion.

6. RECORDING

Questions and responses shall be summarized in the Minutes.

Audio recordings are retained per the Records Retention Bylaw.

Request for Decision (RFD)

Meeting Date: June 25, 2026 **Agenda Item: # 7.15**
Topic: Policy 08-18 - Council Remuneration and Expenses
Presented By: Chief Administrative Officer

Recommendation:
That Council approve Policy No. 18-13 – Council Remuneration and Expenses, as presented.

Background:
The current Council Remuneration and Expenses Policy was originally approved in 2014 and has undergone several amendments over the years. While the policy continues to provide guidance regarding Council remuneration and expense reimbursement, the format and structure are inconsistent with the County's current policy framework.

Administration has completed a comprehensive review of the policy and prepared a revised version utilizing the County's standardized policy template. The revised policy consolidates policy and procedural requirements into a single document, improving clarity and ease of administration.

Key changes included within the revised policy are as follows:

Policy Modernization

- Reformatted the policy to align with the County's current policy template.
- Updated language for clarity, consistency, and ease of interpretation.
- Consolidated procedural requirements into the policy document, eliminating the separate procedure section.

Transparency and Accountability Enhancements

- Establishes a requirement for monthly public disclosure of Council expense claims on the County website.
- Requires Administration to provide each Council Member with their monthly expense statement for review and confirmation of accuracy prior to publication.
- Continues to require supporting documentation and administrative review of all expense claims.

Administrative Improvements

- Removes references to County credit cards that are no longer applicable to Council expense administration.
- Clarifies expense approval authorities for the Reeve, Deputy Reeve, and Councillors.
- Streamlines claim submission and reimbursement processes.

Governance Improvements

- Reinforces responsible stewardship of taxpayer funds.
- Provides clearer guidance regarding eligible and ineligible expenses.
- Enhances public confidence through proactive disclosure of Council expenses.

Benefits:

1. Increased Transparency
    - Monthly publication of Council expenses on the County website demonstrates accountability to taxpayers.
    - Provides residents with easy access to information regarding Council expenditures.
    - Aligns with municipal best practices and public expectations for openness.
2. Improved Accountability
    - Requires Council members to review and confirm the accuracy of their expense reports before publication.
    - Establishes clear approval and oversight processes.
    - Reinforces responsible stewardship of public funds.
3. Modernized Policy Structure
    - Aligns the policy with the County's current policy template.
    - Eliminates outdated references and improves readability.
4. Administrative Consistency
    - Clarifies eligible expenses, approval authorities, and reimbursement requirements.
    - Creates a consistent process for expense claims and public reporting.
    - Reduces ambiguity and potential disputes regarding expense eligibility.
5. Enhanced Public Trust
    - Proactive disclosure helps build confidence in Council's decision-making and spending practices.
    - Demonstrates the County's commitment to transparency and good governance.

Disadvantages:

1. Increased Administrative Workload
    - Administration will be required to prepare, review, verify, and publish monthly expense reports. Additional time may be needed to respond to public inquiries regarding expenses.
2. Potential Public Misinterpretation
    - Expense reports may be viewed without context, resulting in misunderstandings regarding legitimate Council business expenses.
    - Council members may face criticism for necessary expenditures related to conferences, training, or regional meetings.
3. Delays in Publication
    - Requiring Council members to review and confirm their expenses before publication may occasionally delay posting if responses are not received in a timely manner.
4. Privacy Considerations
    - Care must be taken to ensure personal information is removed from receipts and reports before publication.
    - Administration must ensure compliance with privacy legislation.

5. Additional Scrutiny
    - Council members may experience increased public scrutiny regarding travel, meals, and other business-related expenses, even when those expenses are authorized and reasonable.

Alternatives

Option 1 – Approve (Recommended)
Approve the revised Council Remuneration and Expenses Policy as presented.

Option 2
Approve the revised policy with amendments as directed by Council.

Option 3
Refer the policy back to Administration for further review.

Financial Implications:

The proposed policy does not create any significant new financial obligations.
Administration may incur minor administrative costs associated with preparing and publishing monthly Council expense reports; however, these activities can be accommodated within existing resources.

Legislation:

- Municipal Government Act
    - Section 153 – General duties of councillors.
    - Section 201 – Council's principal role in municipal organization.

Intergovernmental: **N/A**

Strategic Alignment:

- Regional Collaboration and Modernization
  Supports modern governance practices through standardized policies and improved transparency.
- Service Delivery and Community Wellbeing
  Enhances public trust and accountability by proactively disclosing Council expenses.
- Workforce Development and Organizational Excellence
  Provides clear administrative processes and responsibilities for managing Council remuneration and expense claims.

Enclosure(s):

1) **Proposed Council Remuneration and Expenses Policy**
2) **Current Policy No. 08-18 (for reference)**

Signature of the CAO: _____

Smoky Lake County Policy

Title:	**Council Remuneration and Expenses**		
		Policy #	Version
Category:	Elected Officials (EO)	**08-18**	**14**

LEGISLATIVE REFERENCE:

- Municipal Government Act, RSA 2000, c. M-26
- Local Authorities Election Act, RSA 2000, c. L-21
- Alberta Employment Standards Code (where applicable)
- County Annual Budget and Council Resolutions

PURPOSE:

To establish a fair, transparent, and accountable framework for Council remuneration, reimbursement of expenses, and the public disclosure of Council expenditures incurred while conducting County business.

STATEMENT:

Smoky Lake County recognizes that members of Council dedicate significant time and effort to fulfilling their responsibilities as elected officials. Council members are required to attend meetings, conferences, training opportunities, community events, and other activities that support the interests of the County. Reasonable remuneration and reimbursement of authorized expenses shall be provided in accordance with this Policy

OBJECTIVE:

The objectives of this Policy are to:

- Ensure Council remuneration and expenses are administered fairly and consistently.
- Promote transparency and accountability in the use of public funds.
- Establish clear expectations regarding eligible expenses and reimbursement procedures.
- Provide public access to Council remuneration and expense information.
- Ensure compliance with applicable legislation and County policies.

1. General Principles
    - 1.1. Public funds shall be used responsibly and prudently.
    - 1.2. Council remuneration and expense reimbursement shall be transparent, accountable, and defensible to taxpayers.
    - 1.3. Only legitimate expenses incurred while conducting authorized County business shall be reimbursed.
    - 1.4. Council members are expected to exercise sound judgment and reasonable discretion when incurring expenses.

2. Council Remuneration
    - 2.1. Council shall review remuneration annually as part of the budget process.

2.2. Annual remuneration shall be established by Council resolution and included within the County budget.

2.2.1. The Council annual remuneration is:

2.2.1.1.	Reeve:	$ 73,075.20
2.2.1.2.	Deputy Reeve:	$ 66,434.40
2.2.1.3.	Councillor:	$ 63,112.80

2.3. Council remuneration shall be adjusted by Council resolution.

3. Meal Allowances

3.1. Meal allowances may be claimed when travel for County business requires a Council member to be away from home or the County office during normal meal periods.

3.2. Meal allowances shall be paid at the following rates without receipts:

3.2.1. Breakfast: $20.00

3.2.2. Lunch: $30.00

3.2.3. Dinner: $35.00

3.3. Meal allowances shall not be claimed where meals are provided as part of a conference, event registration, meeting, or accommodation package.

4. Mileage

4.1. Council members using personal vehicles for County business shall be reimbursed at the approved County mileage rate.

4.1.1. Mileage will be reimbursed when required to drive a personal vehicle for County business purposes and the current mileage rate per kilometer shall be **$0.68** per kilometer for the first 5,000 kilometers driven per year, and **$0.64** cents for each extra kilometer accumulated over 5,000 kilometers, within the same year.

4.2. Mileage shall be calculated from and back to the Council member's residence.

4.3. Mileage rates shall be reviewed annually by Administration and recommended to Council as required.

5. Transportation

5.1. Ground transportation expenses including parking, taxi, rideshare, shuttle, and public transit may be reimbursed when incurred for County business.

5.2. Air travel shall be booked at economy rates using the most practical and cost-effective route.

5.3. Supporting receipts shall be submitted for all transportation expenses other than mileage claims.

6. Accommodation

6.1. Reasonable accommodation expenses incurred while conducting County business shall be reimbursed.

6.2. Original receipts must accompany all accommodation claims.

6.3. Council members are responsible for cancelling accommodations within the required timelines. Costs resulting from failure to cancel may be deemed ineligible for reimbursement.

7. Hospitality Expenses
   - 7.1. Authorized hospitality expenses incurred while representing Smoky Lake County may be reimbursed.
   - 7.2. Hospitality expenses shall be reasonable and directly related to advancing County interests, partnerships, economic development, or government relations activities.

8. Technology and Communications
   - 8.1. Council members shall be provided with technology resources necessary to fulfill their duties, including cellular devices, laptops, software, and related support services.
     - 8.1.1. Should a councillor choose to not to be provided with a county phone, council members shall not be reimbursed for use of personal cell phones.
   - 8.2. Council shall receive a monthly internet allowance of $50.00 per month.
   - 8.3. Administration shall establish standards for the management, replacement, and return of County-owned technology assets.

9. Benefits and Retirement Contributions
   - 9.1. Members of Council may participate in the County's benefit program where eligible.
   - 9.2. Smoky Lake County shall contribute nine percent (9%) of gross remuneration to a Registered Retirement Savings Plan (RRSP) on behalf of participating Council members.
   - 9.3. Council members may elect to waive RRSP contributions by providing written notice to the Chief Administrative Officer.

10. Non-Standard Expenses
   - 10.1. Expenses not specifically addressed by this Policy may be considered by Council on a case-by-case basis.
   - 10.2. Traffic fines, parking violations, penalties, or other personal fines shall not be reimbursed.
   - 10.3. Expenses incurred on behalf of spouses, family members, guests, or companions are not eligible for reimbursement unless specifically authorized by Council.

11. Expense Claims and Approval Process
   - 11.1. Council members shall submit expense claims monthly using the prescribed County form.
   - 11.2. All expense claims shall include supporting documentation and receipts where required.

11.3. Expense claims shall be reviewed by Administration to ensure compliance with this Policy.

11.4. The Reeve or Deputy Reeve shall approve expense claims submitted by Councillors.

11.5. The Deputy Reeve shall approve expense claims submitted by the Reeve.

11.6. Any dispute regarding the eligibility of an expense shall be referred to Council for determination.

11.7. By submitting an expense claim, a member of Council certifies that all expenses were incurred for legitimate County business purposes.

12. Public Disclosure

12.1. Council remuneration shall be publicly disclosed annually.

12.2. Council expense claims shall be published on the Smoky Lake County website on a monthly basis.

12.2.1. Administration shall circulate the monthly expense report to the applicable Council Member for review and confirmation of accuracy prior to posting the information on the County website.

12.3. Published information shall include expense categories and reimbursement amounts in a format determined by Administration.

13. Policy Review

13.1. This Policy shall be reviewed annually during the budget process or sooner if required by legislative or operational changes.

13.2. Expenses related to partisan political activities shall not be reimbursed except where expressly permitted by legislation.

	Date	Council Resolution #	Version
Adopted	Month, day, year	Motion #	01
Amended			
Reviewed			

Sturgeon COUNTY

Council Business Expense Summary

Budget to Actual Report

January 1 to March 31, 2026

		General Travel	Per Diem	Conference	Phone & Device Costs	Public Relations	Total Actuals	Total Budget	% of Budget Spent
Mayor	Alanna Hnatiw	235	2,080	4,891	323	506	**$ 8,035**	$ 46,294	17.4%
Division 1	Amanda Papadopoulos	590	1,300	4,557	81	360	**$ 6,888**	$ 30,308	22.7%
Division 2	Kristin Toms	137	1,430	2,407	357	539	**$ 4,870**	$ 30,308	16.1%
Division 3	Matthew McLennan	-	-	1,852	116	20	**$ 1,988**	$ 30,308	6.6%
Division 4	Richard Boissonneault	213	2,310	3,794	64	-	**$ 6,381**	$ 30,308	21.1%
Division 5	Deanna Stang	536	650	1,421	110	273	**$ 2,990**	$ 30,308	9.9%
Division 6	Jason Berry	688	650	1,999	101	-	**$ 3,438**	$ 30,308	11.3%
External Board	FCM[1]						**$ -**	$ 10,201	0.0%
		$ 2,399	**$ 8,420**	**$ 20,921**	**$ 1,152**	**$ 1,698**	**$ 34,590**	**$ 238,343**	**14.5%**

[1]A new councillor will be appointed to FCM in June 2026.

Request for Decision (RFD)

Meeting Date: June 25, 2026 **Agenda Item: # 7.16**
Topic: RFD Updated Assessment Review Board Appointment
Presented By: Interim Finance Manager, Dennesha Ferguson

Recommendation:
That Smoky Lake County, in accordance with Bylaw No. 1417-22: Assessment Review Board, appoint Braden Lanctot as an additional member to the Assessment Review Board (ARB) for Year – 2026.

Background:
In 2022, Smoky County Council contracted the Capital Region Assessment Services Commission (CRASC) to carry out the Assessment Board duties for Smoky Lake County. All participating municipalities are required to appoint members of the Assessment Review Board by motion.

On May 19, 2026, the Capital Region Assessment Services Commission (CRASC) advised the County that they have a new certified panelist to be added as an ARB member.

Benefits:
The CRASC will have more members to pull from if an ARB hearing is required for Smoky Lake County

Disadvantages:

None

Alternatives
None

Financial Implications:
None

Legislation:
Assessment review boards to be established
454 A council must by bylaw establish (a) a local assessment review board to hear complaints referred to in section 460.1(1), and (b) a composite assessment review board to hear complaints referred to in section 460.1(2). 2016 c24 s62
Appointment of members to local assessment review board
454.1(1) A council must (a) appoint at least 3 persons as members of the local assessment review board, (b) prescribe the term of office of each member appointed under clause (a), and (c) prescribe the remuneration and expenses, if any, payable to each member appointed under clause (a). (2) The council must designate one of the members appointed under subsection (1) as the chair of the local assessment review board and must prescribe the chair's term of office and the remuneration and expenses, if any, payable to the chair. (3) The chair may delegate to any other member appointed under subsection (1) any of the powers, duties or functions of the chair.

Request for Decision (RFD)

Intergovernmental:

None

Strategic Alignment:

Regional Collaboration & Modernization

Enclosure(s):

None

Signature of the CAO:

_____

ACTION ITEM LIST

Legend

Meeting Date

Completed

In Progress

2025

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					

ACTION ITEM LIST

Legend		
		Meeting Date
		Completed
		2027 Budget Consideration
		In Progress

2026

MOTION NO.	RESOLUTION	Assigned to	Status	Comments
8-Jan-26				
20260108-007 Halisky	That Smoky Lake County Council defer the Roadway License Agreement with Jeremey 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.
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.
27-Jan-26				
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 Don 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.
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	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: 1.$6,500 to Town of Smoky Lake Library Board for 2026 family programing. 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. 4.4. $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 Libarary Board Cheque #56992 April 15, 2026 Stry 75the Anniversary Hall Cheque #56991 April 15, 2026 Bellis Board of Trade # 56970 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	Completed	The policy is signed and posted to the website on June 18, 2026
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 Homegaurd 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 propsoed 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: •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 can 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	Completed	Email sent on April 16 and 17 to the ASB members at Large. Registration for the 1 ASB member and one Admin submitted. Considered completed June 12, 2026
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	Completed	Meeting occurred on May 13. RFD the May 28 Council mtg. Resolution No: 20260528-342
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	Departmental 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	Completed	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 illumated sign. PW works to install "Stop Sign Ahead" PW installed sign
28-May-26				
Serben - Resolution No: 20260528- 319	That Smoky Lake County Council direct Administration to invite Executive Director Randal Bell and Director of Health for the Optipemisiwak Métis Government, Reegan Bartel, of Stone Bear Recovery Solutions, to any meeting involving higher levels of government to collaborate on shared values.	Legislative Services	In progress	An email was sent to Randal Bell and Reagan on June 16 regarding the two-way open invitation, as well as an update on the status of the Healing Waters Facility open house, projected for October 2026.
Halisky - Resolution No: 20260528- 320	That Smoky Lake County Council direct administration to invite Rick Wilson, Minister of Mental Health and Addiction, to come tour the Healing Water Recovery Centre located in Smoky Lake County.	Legislative Services	In progress	An invitation will be extended to Honourable Rick Wilson once the grand opening date has been confirmed.
Halisky - Resolution No: 20260528- 322	That Smoky Lake County Council accept the verbal presentation of Derek Zaplotinsky, Canadian Paralympic Participant, as information and furthermore, direct administration to share the photos taken at the delegation to our County social media platforms	Communications Officer	Completed	Photos taken from delegation shared on County social media channels on June 8, 2026.
Halisky - Resolution No: 20260528- 325	That Smoky Lake County Council direct administration to send an invitation to RCMP SEU Sgt. Trevor Hanson and Sgt. Anita Doktor to come as a delegation to the August 27th, 2026, Regular Council meeting.	Legislative Services	In progress	Will forward the meeting invite after confirmation of attendence
Lukinuk - Resolution No: 20260528- 326	That Smoky Lake County Council accept the written and verbal presentation of Richelle Bourget, Customer Support Representative for the Central East Region Electricity, and Mikhael Rahn as information, and furthermore direct administration to bring back additional information regarding the street-light conversion program.	Environment and Parks Manager	In Progress	a RFD will be presented at the June 25, 2026 Regular Council meeting.

Haliksy - Resolution No: 20260528- 329	That Smoky Lake County Council accept the presentation of Philip Hicks, President of Government Frameworks, as information, and direct Administration to bring back further information regarding the proposed Government Frameworks software at a future Council meeting.	CAO/Director of County Services		
Kully - Resolution No: 20260528- 332	That Smoky Lake County Council defer the Backsloping Program Application dated, January 9th, 2026, to the June 25th, 2026, Regular County Council Meeting	Legislative Services	Completed	Added to the June 25th, Agenda.
Barker - Resolution No: 20260528- 333	That Smoky Lake County Council reimburse expenses related to the Warspite Community Hall renovations for the upgraded furnace costs in the amount of $6,225.00, and that the remaining $1,775.00 be returned to Smoky Lake County in accordance with Motion No. 1319-21.	Finance Manager		
Haliksy - Resolution No: 20260528- 334	That Smoky Lake County Council direct Administration to prepare a lease agreement in the amount of $1 for a 10-year term to support the Active Communities Initiative (ACI) Grant application, and to provide all appropriate required documentation, ensuring there is no liability to Smoky Lake County.	Director of County Services		
Serben - Resolution No: 20260528- 335	Smoky Lake County Council approves to bestow the Farm Family Centennial Award via Plaque, Gate Sign, and Certificate for the current applicant and 2025 applicant in the maximum amount of $3,000.00 per applicant, funds to be allocated from the promotional budget.	Legislative Services	In progress	Seeking quotes from three companies to identify the best combination of quality and price while staying within our promotional budget
Lukinuk - Resolution No: 20260528- 339	That Smoky Lake County Council gives Bylaw No.1506-25 Third and Final Reading.	Legislative Services	In progress	Posted to the website on June 19 and pending signatures
Kully - Resolution No: 20260528- 341	That Smoky Lake County Council direct the Agricultural Services Department to use Option 2, the condensed version, for presentation to Council, and to include a reference to the Option 1 Annual ASB Report submitted to the Government for further information.	Agricultural Fieldman	In Progress	To be presented in 2027
Halisky - Resolution No: 20260528- 342	That Smoky Lake County Council direct Administration to research grant funding opportunities, identify priority lakes, and determine the cancellation policy for the Aquatic Invasive Species Prevention Program.	Agricultural Fieldman	In Progress	

Haliksy - Resolution No: 20260528- 344	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.	Agricultural Fieldman	In Progress	Two municipalities interested draft MOU and Bylaw sent for review and further discussion
Kully - Resolution No: 20260528- 345	That Smoky Lake County Council adopts the amended Policy 62-14-02 Weed Inspection as presented.	Agricultural Fieldman / Legislative Services	Completed	Policy ready for signature
Halisky - Resolution No: 20260528- 346	That Smoky Lake County Council direct the Agricultural Service Board to review and amend, as necessary, its procedures to reflect changes to the Weed Control Act and its related regulations, including amendments recognizing the change from town to municipality.	Agricultural Fieldman	Completed	Policy amended and ready for signature June 12
Haliksy - Resolution No: 20260528- 347	That Smoky Lake County Council defer Policy 62-15-04 Vegetation Management Policy to the June 25th, 2026 Regular County Council meeting.	Agricultural Fieldman / Legislative Services	In Progress	RFD in June Folder
Kully - Resolution No: 20260528- 348	That Smoky Lake County Council adopt Policy No. 62-28-01, as amended, to remove the Waskatenau Ball Diamond.	Agricultural Fieldman / Legislative Services	Completed	Policy ready for signature June 12
Barker - Resolution No: 20260528- 350	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.	Director of County Services		
Kully - Resolution No: 20260528- 351	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 p.m. and to advertise said Public Hearing in accordance with the Municipal Government Act, in the Redwater Review and on the County's website.	Director of County Services		
Halisky - Resolution No: 20260528- 352	That Smoky Lake County Council give Bylaw No. 1498-26 Third Reading.	Legislative Services	In progress	Posted to the website on June 19 and pending signatures
Halisky - Resolution No: 20260528- 354	That Smoky Lake County Council defer the Speed Limit Reduction Request received on May 8, 2026, and direct Administration to bring forward a draft Traffic Bylaw to the next Committee of the Whole meeting for Council's discussion.	Director of County Services		
Lukinuk - Resolution No: 20260528- 355	That Smoky Lake County Council deny the request payment agreement with the property owner of Smoky Lake County Natural Gas account #100840.02, as per the email dated April 22, 2026, and request that the payment be made in full by July 31st, 2026.	Gas Manager	Completed	Phoned customer on May 29/26 to inform them of Council decision.

Serben - Resolution No: 20260528- 356	That Smoky Lake County Council donate $500.00 in support of STARS HALO Air Ambulance and forgo the attendance of the FedGas 20th annual Federation Charity Golf Classic event on August 12th, 2026 located at Red Tail Landing Golf Club.	Finance Manager	Completed	Made donation June 19/26 by Gas Manager
Halisky - Resolution No: 20260528- 357	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.	Finance Manager		
Kully - Resolution No: 20260528- 358	That Smoky Lake County Council register Roll 27150120 Lot 20, Block 1, Plan 1039CL under Smoky Lake County Tax Forfeiture due to non payment of property taxes.	Finance Manager		
Serben - Resolution No: 20260528- 359	That Smoky Lake County Council register Roll 30190101 Lot 1, Block 1, Plan 7822612 under Smoky Lake County Tax Forfeiture due to non payment of property taxes.	Finance Manager		
Barker - Resolution No: 20260528- 360	That Smoky Lake County Council register Roll 30190107 Lot 7, Block 1, Plan 7822612 under Smoky Lake County Tax Forfeiture due to non-payment of property taxes.	Finance Manager		
Serben - Resolution No: 20260528- 361	That Smoky Lake County Council advertises a Request for Proposal for audit services for the years ending December 31, 2026, 2027, and 2028.	Finance Manager		
Lukinuk - Resolution No: 20260528- 362	That Smoky Lake County Council deny the March 24, 2026, request to waive $816 tax penalties on tax roll #40341002, NW 10-59-18.	Finance Manager		
Lukinuk - Resolution No: 20260528- 363	That Smoky Lake County Council deny the April 7, 2026, request to waive $711.89 tax penalties on tax roll #34240120, Lot 20, Block 1, Plan 8022990.	Finance Manager		
Halisky - Resolution No: 20260528- 365	That the Smoky Lake County Council amend Policy HR-04: Substance Use as presented formally known as Drug and Alcohol Policy.	HR/Safety Manager / Legislative Services	In progress	Policy is prepared for Signatures and Posted to the Website June 22, 2026
Halisky - Resolution No: 20260528- 368	That Smoky Lake County Council direct Administration to coordinate a virtual meeting with the Town of Smoky Lake to establish a joint working committee for the purpose of developing a business plan focused on viable economic opportunities for the municipally controlled corporation, with the meeting to be held on June 16 or 17 at 9:30 a.m.	Legislative Services	In Progress	Meeting dates to propose to the Town will be discussed at the June 25 meeting.

Barker - Resolution No: 20260528- 369	That Smoky Lake County Council donate $1,000 to the Northern Trek for Canadian Fallen Firefighters Foundation and further direct Administration to reach out to the Town of Smoky Lake, the Village of Waskatenau, and the Village of Vilna to invite them to contribute to the donation as well.	Finance Manager / Accounts Payable Clerk / Regional Fire Chief		
Lukinuk - Resolution No: 20260528- 370	That Smoky Lake County Council direct administration to compile a list of discretionary uses in the various land use district in the Land Use Bylaw and bring the information to a future Committee of the Whole Meeting.	Director of County Services		
Barker - Resolution No: 20260528-371	That Smoky Lake County Council direct administration to bring back a policy regarding Council expenses to a future Council meeting.	CAO	Completed	Policy is being brought to the June 25, 2026 Regular Council meeting
Lukinuk - Resolution No: 20260528- 373	That Smoky Lake County Council direct administration to add the Lions Club Bus to the next Intermunicipal Collaboration Committee (ICC) meeting on June 8th, 2026.	Legislative Services	Completed	The agenda item was brought to and discussed at the June 8th, 2026 ICC mtg.
Serben - Resolution No: 20260528-375	That Smoky Lake County Council direct Administration to follow up on the updates regarding the highway 28 construction requested by Council to Michael Botros, Regional Director for the North Central Region at Alberta Transportation and Economic Corridors, and his colleague, as well as Scott Cyr, Parliamentary Secretary for Transportation and Strategic Development, and to have the information brought forward to a Regular Council meeting or at the earliest opportunity.	CAO/Legislative Services	In progress	Gathering requested updates from the previous meeting to send the request
Serben - Resolution No: 20260528- 380	That Smoky Lake County Council request that Camp Coordinator, Kevin Flemming attend the next County Council meeting on June 25, 2026, as a delegation to discuss the Flemming Hockey Camp.	Legislative Services	Completed	Kevin Flemming, Camp Coordinator will be coming to the June 25 Council meeting as a delegation
Lukinuk - Resolution No: 20260528- 387	That Smoky Lake County Council acknowledge receipt of the Letter from Two Hills County dated April 8th, 2026, Regarding the shared Intermunicipal Collaboration Framework (ICF) Bylaw with Two Hills County and direct administration to draft a repealing Bylaw.	Director of County Services		

Halisky - Resolution No: 20260528- 388	That Smoky Lake County Council acknowledge receipt of the letter from Portage College President and CEO, Dr. Steven Price, dated March 26, 2026, and file for information, and further direct Administration to share Portage College programs included in the 2024–2025 Report to the Community on Smoky Lake County's social media platforms.	Communications Officer	Completed	Shared Portage College courses and continuing education programs on social media on June 15, 2026.
Barker - Resolution No: 20260528- 389	That Smoky Lake County Council direct Administration to forward agenda items 11.11, 11.12, 11.16, 11.18, and 11.21, pertaining to the Highway 28/63 Water Line Requests, to the next Chief Administrative Officers meeting on June 3, 2026.	CAO	In progress	The CAO meeting was cancelled. Rescheduled date is TBD.
Serben - Resolution No: 20260528- 392	That Smoky Lake County Council acknowledge receipt of the 2026 Redwater Parade List inquiry received May 5th, 2026 and furthermore direct information to follow up with Redwater administration for further details regarding the event.	Legislative Services	Completed	Information will be brought to the June 25 Regular Council Meeting
Serben - Resolution No: 20260528- 394	That Smoky Lake County Council acknowledge receipt of the letter received from Amy Rooks, Manager of the Smoky Lake Golf Course dated May 8th, 2026 and in response, approve the donation of two tandem loads of gravel, and request that the Town of Smoky Lake contribute any additional gravel required for the golf course project.	Public Works Manager		
Serben - Resolution No: 20260528- 395	That Smoky Lake County Council acknowledge receipt of the Bonnie Lake Scout Camp Gravel Donation Request submitted through a Service Request on May 6, 2026, and approve the delivery and donation of one tandem load of ¾" crushed gravel, with delivery costs included as part of the donation.	Public Works Manager		
Lukinuk - Resolution No: 20260528- 396	That Smoky Lake County Council deny the Riverland Recreational Society request for funding received on May 24th, 2026, from Jerry Bidulock and supply in kind services for planting and watering the trees located within Smoky Lake County.	Environment and Parks Manager / Agricultural Fieldman	In progress	June 16 meeting. Current service levels reviewed and discussed with group. Other items would be a 2027 budget discussions

Reeves Report

Division: 3
Reporting Period: (May 19th -June 23rd)
Council Meeting Date: April 7th-8th (All Council)

1. **Ratepayer Meeting**

   May 19th (Craig)

- *Unsightly Properties Warspite*
- *Keeping and care of animals (Urban Hens)*

2. **Privacy Management Training for Elected Officials**
   May 19th (All Council)

- Any Conversation with a Ratepayer if written or recorded is a public record
- Highlighted records management within the organization
- The use of collection of data –falls under the MGA Act.
- Review of the In Camera closed session subject related to the Access to Information Act (ATIA)

3. Travel Lakeland DMO Municipal and Indigenous Partners Engagement Session

May 21st (Craig, Lorne, Ryan)

- Explore Lakeland Tourism Strategy Presentation
- Tourism is currently the # 4 largest export in Canada
- Municipal Partner Expectations will cost $.30 per capita to be part of this tourism strategy for budget consideration
- Current Projects are a 20-year Destination Development Plan for investment attraction, built on a foundation of economic models
- Travel Alberta Funded $60,000 for social media and marketing campaign

4. Alberta Lakeland Destination Management Organization AGM

May 21st (Craig, Ryan)

- Election of the board
- President Michelle Wright
- First Vice President Bob Ross
- Second Vice President Norm Well
- Secretary Vickie Lefore
- Treasurer Dale Hendrick
- Reviewed 2025 Year End financial Report which is attached for our records
- Michelle Wright gave her Manager Report and an update on the transition from Akron to Vision XS as the selected consultant supporting the Destination Development Plan (DDP)
- Charne Roodt Operations Coordinator provided an update on current operational and tourism activities

5.Alberta Fire Chiefs Conference

May 25th – May 27th (Craig, Lorne, David)

- Alberta Fire Chiefs Association Members Business session
- Keynote Speaker Jeremy Allen – Funeral Director talked about Walking Through Loss & Embracing Resilience
- Keynote Speakers Spencer Zee, Nicholas Lozinski talked about building safer communities and approach to brush pile management best practices
- Keynote Speaker Laur King – Regional Director, Canada, National Fire Protection Association topic was learning about lithium-ion battery research, testing and results. How much water do you really need to put out an electric vehicle fire. What happens to your gear after an incident involving lithium-ion batteries.
- Keynote Speaker Julien Bergeron of Northern Trek & the CFFF (Canadian Fallen Firefighters Foundation) talked about his journey raising money for the Fallen Firefighters

- his fundraising efforts are for families of the Fallen Firefighters, so we Remember, Honour and Support

- Minister LaGrange is the Minister for the Fire Chief Committee Government & Stake holders committee
- Canadian Association of Fire Chiefs President Ken McMullen gave an update of the past year
- Life Membership awards were handed out
- Solar panel batteries that are on site need to have a Master Plan in case of a Fire for our Fire Fighters
- Fire moves, one outcome 90% of homes are damaged by flying embers not flames
- 8 New Water aircrafts by 2030
- Bear pit Session closed out the conference, and their topic was Fleet Management & Apparatus Planning

6.Municipal Planning Commission

May 28th (All Council)

- Approved Request For Decision Development Permit DP-0014-26 – Shipping Container on a Multi Lot Country Residential (R1) District which is a discretionary use at Hillside Acres in Division 1

7.Regular Council Meeting
May 28th (All Council)

Council had 8 delegations at this meeting:

- Bellis 4H members attended our meeting to thank council for our sponsorship of the buckles and talked about the event

- Stone Bear Recovery Solutions Randel Bell & Regan Bartell gave council an update on the Healing Waters Recovery Center with a power point presentation

- Derek Zaplotinsky is our local Para Olympian who attended the Milano Olympics he gave council an update of his experiences and talked about the next Olympics in 4 years from now which he plans on attending he also thank Council for our support his father Myron Zaplotinsky also attended

- Smoky Lake Kinnette Club presented to council their vision of multi–Baseball Diamonds for our Region and discussed Grant applications (Active Communities Initiative) ranging from $50,000 to $1.5 Million

- Anita Doctor from the RCMP gave council an administrative update Tyler Lawerence is our newest member coming to Smoky Lake starting on June 17, 2026, 1st

- Atco Energy had a PowerPoint presentation regarding Energy Systems LED Streetlights there is a government program out right now this program will be ending soon It will help cover some of the cost to replace some of our aging infrastructure Smoky Lake County has 29 non-invested 61E Streetlights $652.30 per month in distribution charges Approximately $8000 in future replacement cost per light the invested 61B Streetlights are approximately $1,112.32 per month in distribution charges an investment provided
- to Smoky Lake County of $29,087.00 this comes with no future capital cost this is to convert our HPS lights to LED technology

- Phillip Hicks talked about Government Frameworks

- Victor Marciano from the Government of Alberta and Mark Dorin from AERA discussed our county and the provinces Mature Asset Strategy, Alberta surface Rights Federation

- Council had 29 Requests for Decisions on this agenda some being Smoky Lake County Back Sloping Program application, Leases for Baseball Grant, Farm Family Centennial Award Policy, Roadside Mowing Policy, Planning and Development Fees By-law, Designation of the Privacy Officer, ISDAB Clerk Appointment, Substance Use Policy to list a few

- Council reviewed 22 correspondence letters and had 12 Information Release that were reviewed

- Council reviewed the Financial Report Budget to Actual for May 13th as well as the March Bank Reconciliation

- Our CAO 90 Day Evaluation was held in camera

- Personnel Matters section 20 was also in camera

8.NAAGO Healthcare Committee Meeting
May 29th (Craig)

. *The Health Care Committee reviewed a letter that the was going to be*

Sent to the Government of Alberta including our MLA's Titled:
Rural Health Care Pressures and the Need for Immediate Action

9. Alberta Rural Health Week BBQ
May 29th (Craig, Lorne, David, Jared)

- Hosted a BBQ for all our Health Care Professionals in Partnership with RPHAP this event was held at the Smoky Lake George McDougal Health Care Center. This BBQ was a success and the weather co-operation

10. Regional Summit – Northeast Zone
June 2nd (Craig, Lorne, David)

- *Community Success Panel Discussion*
- ***Attraction**: Chris Vining & Kevin Nagoya from Cold Lake talked how the MCC got together to build a new Physicality*
- **Integration:** *Sharon Behnke & Carrie Froehler from lac La Biche & Area talked about they were able to attract 10 Doctors in the past 2 years*
- **Retention:** *Lorianne Edwards from Barrhead & Area discussed how to they were able to retain their doctors by forward thinking*
- *Rural Health Dialogues from Challenges to Solution: This was a breakout session talking amongst different groups Naming our Common Challenges and identifying our Assets, once we completed this round table we continued to talk about Regional Hot Topics Addressing Challenges and Leveraging Assets*
- *The last session of the day was Identifying Priorities Thinking Regionally & Actioning Locally*

11. Federation of Canadian Municipalities (FCM)
June 4th – June 7th (All Council)

- Keynote Speakers at FCM were

- ***Dominic LeBlanc*** *– Federal Cabinet Minister*
- ***Gregor Robertson*** *– Federal Cabinet Minister*
- ***Eleanor Olszewski*** *– Federal Cabinet Minister*
- ***Scott Aitchison*** *– Conservative Party of Canada MP*
- ***Avi Lewis*** *– Leader of the New Democratic Party (NDP)*
- ***Elizabeth May*** *– Leader of the Green Party of Canada*

- *Resolution Session:*
  1. Blinded by the Light: Improving Public Safety by Looking at Headlight Glare
     RESOLVED, That the Federation of Canadian Municipalities (FCM) call on the Federal Government to take action to address excessive headlight brightness and glare, including updates to national vehicle safety standards and enforcement mechanisms, informed by safety Impacts on drivers, pedestrians, cyclists, seniors, and people with vision impairments, with specific actions to include:
     i. Establish clearer and enforceable limits on headlight brightness, beam pattern, and mounting height;
     il. Strengthen oversight of adaptive and high-intensity lighting technologies; and Improve regulation and enforcement related to non-compliant aftermarket vehicle lighting.
  2. Federal Support for the Forestry Sector
     RESOLVED, That FCM urge Federal Government to make resolving the softwood lumber dispute and any trade agreements affecting Canadian Forest Products a top national priority and be it further
     RESOLVED, That FCM urge the Federal Government to enact procurement policies requiring companies contracting with the Federal Government to source Canadian lumber first, provided the costs to municipalities are not increased beyond the local government's project budget and contingency; and be it further
     RESOLVED, That FCM urge the Federal Government to aggressively increase work to open markets to Canadian forest products with all international partner, particularly for smaller, indigenous-owned, or women-owned businesses
  3. Pan-Canadian Strategy on Mental Health, Addictions and Chronic Homelessness
     RESOLVED, That the Federation of Canadian Municipalities call on the federal government to develop and fund a pan-Canadian multilateral strategy involving federal, provincial, territorial and municipal partners to take coordinated action and respond decisively on the national challenge of mental health, addictions, and chronic homelessness issues in Canada, one that recognizes and addresses the unique needs of marginalized communities; and be it further

RESOLVED, That this strategy includes the collection and reporting of comprehensive disaggregated demographic data and the municipality of origin

4. Strengthening Canada's Defence Capabilities with Local Governments

   RESOLVED, The Federation of Canadian Municipalities calls on the federal government to collaborate with FCM to outline an action plan for full partnership with local governments on defence, including supporting infrastructure expansions and upgrades, increasing local business development and industrial capacity, ensuring adequate housing, bolstering community well-being, and reducing climate impacts; and be it further

   RESOLVED, The Federation of Canadian Municipalities calls on the federal government to consider applications of funding for the Department of National Defence in all communities which are impacted by expansions and upgrades, rather than limiting funding to the communities in which bases are specifically located, and be it further

   RESOLVED, The Federation of Canadian Municipalities calls on the federal government to classify all types of local infrastructure as being admissible for dual- and multi-use funding

5. Reversal of Federal Agricultural Research Centre Closures

   RESOLVED, That the Federation of Canadian Municipalities urge the Government of Canada and Agriculture and Agri-Food Canada to reverse the proposed closure of Canada's federally operated agricultural research and development centres, and maintain federal operations, staffing capacity, and long-term scientific programs at all affected facilities; and be it further

   RESOLVED, That the Federation of Canadian Municipalities request the Government of Canada collaborate with municipalities, provinces, researchers, producer groups, and Indigenous communities to develop a strengthened Strategic Plan for Science that preserves irreplaceable long-term datasets, ensures stable federal investment, and supports Canada's food-security and climate-resilience objectives.

6. Small Business Support

   RESOLVED, That the Federation of Canadian Municipalities call on the Government of Canada to modernize and optimize the Canada Small Business Financing Program by:

   a. increasing the maximum eligible loan amount for commercial property financing to reflect current market conditions;

b. expanding eligible uses to include business acquisition financing, including asset and share purchases, to support local business succession;
c. reducing program fees and improving affordability; and
d. adjusting program design to de-risk lending better while maintaining a guarantee-based model that minimizes fiscal impact.

- *Annual AGM*
- *Breakout Sessions*
- *Trade Show*

12.Intermunicipal Collaboration Committee (ICC)
June 8th (Craig, Jered)

- Delegation Rachelle Amyotte presented a Regionalization approach to FCSS
- Regional FCSS Funding Overview within our region we receive from the province a total of $214,891.60
- Gave an overview of the Town of Smoky Lake FCSS Model and the County FCSS current model

  Request for Decision on 2 Topics:
- Transportation for Older Adults- Rural Transit Solution Fund (RTSF)
- Smoky Lake Lions Club Bus

13.White Fish Lake Meeting
June 9th (Craig,Lorne,David,Ryan)

- HYW 28 Discussion on upcoming upgrades
- 28/63 Regional Water service Commission Agreement between the Commission and Whitefish Water Services Society
- Climate Change Application
- Discussion on Range Road 130 partnering together to fix
- Talked about the MG Injection project happening in Smoky Lake County

14.Regular County Departmental Meeting
May 14th & June 10th (All Council)

- Council had one to one discussion with all Departments to review their strategic Work Plans to see how they aligned with Councils Strategic Plan
- RFD Policy 01-54 Signing Authority
- Policy 03-56 Approval of Grader Storage and Availability Policy were reviewed and deferred to the June 25th Regular Council Meeting
- Electoral Boundaries was discussed
- Appointment of the Interim Finance Manager
- Adoption of the New Organizational Chart with 2 motions:
    - That Smoky Lake County Council Approve the amended Human Resources Policy 01-09 as presented.
    - That Smoky Lake County Council directs administration to proceed with the recruitment and posting of the following positions: Director of Infrastructure, Director of Corporate Services, and Director of Community Services and Utilities.

15.Smoky Lake Farmers Appreciation BBQ
June 11th (All Council)

- Gas Department celebrated their 50th Anniversary
- Smoky Lake County Celebrated their 60th Anniversary
- Kortech Calcium Sponsored the entire event by supplying hamburgers, Hot Dogs and Drinks which was held at the County Public Works Shop
- Smoky Lake County also gave away the following prizes:
    - One Tandem Load of Gravel based on filling out the County feedback survey
    - Smoky Lake County prize pack
    - A Sterling Gas BBQ grill
    - $100 Gift card to a local grocery store
    - $100 credit towards a gas bill

16.Optipemisiwak Metis Government's 8th Annual Alberta Metis Fest
June 13th (Craig, Lorne)

- Grand Entry Parade both Craig and Lorne

- Opening Ceremonies Welcoming Speech on Behalf of the County Council and Residents
- Master of Ceremonies was Ross Memphis Pambrun
- Many different Cultural Activities were held throughout the day
- Free Bison Dinner was on Saturday Night
- Free Fish Fry & Burgers was on Friday Night

17.Fedgas Insurance Reciprocal Exchange
June15th (Craig, Lorne)

- Fire Subscribers Learning Session with Aon Cyber Panel
- 75% of cyber attacks come from emails
- Cyber attacks usually take weeks to correct not hours
- First respond to an attack is unplug equipment
- Breach Coach should be called immediately
- Hackers call companies they hack customers
- Co-Operators Jeff Guitard, VP, Architecture & Chief Information Security Officer talked about the Importance of Having a Governance Structure when dealing with AI by 2034 approximately 60% of Companies will be using AI
- FedGas Insurance Reciprocal Exchange Official AGM
- Report of the Attorney-in-Fact Insurance Update
- Presentation of the Financial Statements
- Auditor's Report
- Appointment of Auditor for the upcoming year

Up Coming Meetings

- June 25th Regular Council Meeting
- July 13th Joint Municipalities
- July 23rd Regular Council Meeting

Councillor Report

Division: 4
Councillor: Lorne Halisky
Reporting Period: May 21 to June 17, 2026
Regular Council Meeting Date: June 25, 2026

1. Meetings, Events & Engagements Attended

May 21, 2026 – Travel Lakeland DMO Municipal and Indigenous Partners Engagement Session
(Craig and Lorne attended in-person)

Topics covered were: By 2035 Northeast Lakelands will attract domestic and international visitors offering outdoor adventure in both developed recreation areas, pristine wilderness, rich heritage/cultural discovery, and agricultural experiences etc. Visitor experiences will focus on four categories recreational, soft adventure, cultural, and culinary.
More info as per Reeves Report.

May 21, 2026 – Evergreen Regional Waste Management Services Commission Meeting
(attended in-person)

Sonnevera (contractor to carry out ACP Grant on ERWMSC 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 continues to be worked on by the Commission sub-committee.
The Manager reported that they are looking into methane control, more leachate storage and disposal. Repairs to the shop overhead doors will be taking place this summer based on the quotes received. Received two additional Leachate Storage mobile tanks due to excess water from heavy snowfall/moisture etc. looking into ways to minimize Leachate volumes such as prompt cell coverage, polymers etc. Trac Loader final drive damaged caused by a loose bolt will cost approximately $28k to repair, taking place on site.
Delegation presented on a business proposition.
Circular Materials Presentation under the ERP – Extended Producer Responsibility Program, Phase 1 April/2025 EPR Registration presently 94% Alberta Communities registered. Phase 2 October/2026 set up program for recycling with PPP - Packaging, Paper and Products collection bins placed at manned Landfills/Transfer Stations.
Commission Manager announced his retirement of September 1, 2026 with candidate interviews taking place in June, the hope is to have someone hired no later than the end of July.

May 25 to May 27, 2026 – AFCC - Alberta Fire Chiefs Conference and Trade Show (Craig, Dave and Lorne attended in-person)

As per Reeves Report.

May 28, 2026 – Regular County Council Meeting (attended in-person)

As per Reeves Report.

May 29, 2026 – BBQ Event for Alberta Rural Health Week (attended in-person)

Volunteered with BBQing etc. for recognition of Health Care Workers etc.

June 02, 2026 – RHPAP Regional Summitt – Northeast Zone (Craig and Lorne attended in-person)

Gave a Region Welcome on behalf of the Smoky Lake Region, Council Members and our Residents. Discussions were held on Health Care Professional Attraction, Integration and Retention. Challenges to Solutions on identifying assets, opportunities and leveraging such. Identifying priorities by thinking regionally and actioning locally. More info. as per Reeves Report.

June 04 to June 07, 2026 – 2026 FCM - Federation of Canadian Municipalities Annual Conference and Trade Show (attended in-person)

As per Reeves Report.

June 08, 2026 – Bellis 4H Show in Waskatenau (attended in-person)

Attended event, sure a bright future for this club seeing all the youth participating etc. Great participation and animals etc.

June 09, 2026 – Joint Council Meeting with Whitefish Lake (attended in-person)

As per Reeves Report.

June 10, 2026 – Regular Council Meeting – Department Update Session (attended in-person)

As per Reeves Report.

June 11, 2026 – Smoky Lake County Community Open House & Farmers Appreciation Day Event (attended in-person)

Attended event. Successful event showcasing County Equipment, Departments etc. with good information booths and drone demo.

June 12, 2026 – Regional Fire and Rescue Services Committee Meeting (Jered and Lorne attended in-person)

Five-year Motor Vehicle Collision Statistics on Provincial Highways for the Smoky Lake Region was shared primarily for lobbying for Provincial Highway upgrades and presented to the Minister of Transportation and Economic Corridors. Fire Services Appeal Process was presented and approved to move forward. Fire Underwriters Survey will be submitted for Fire Apparatus longevity etc. A Bylaw sub-committee consisting of member CAO's, Fire Chief and Deputy Fire Chief will work on Bylaws bringing the Bylaw info to a future meeting. AFCC – Alberta Fire Chiefs Conference information will be shared with the committee. More info. as per Councillor Serbin's Report.

June 13, 2026 – Otipemisiwak Metis Government's 8th Annual Alberta Metis Fest (attended in-person)

Participated in the Grand Entry and networked with other Officials such as Edmonton Mayor Andrew Knack, MLA Glenn van Dijken, Otipemisiwak Metis Government President Andrea Sandmaier and past President Audrey Poitras etc. More info. as per Reeves Report.

June 15, 2026 – FIRE - FedGas Insurance Reciprocal Exchange AGM Meeting (Craig and Lorne attended in-person)

Aon Cyber Panel Presentation discussing cyber risks, security etc. FIREside Chat addressing questions from the floor on cyber security, insurance coverage, having a cyber security plan in place, hackers think they are/run a business and should be paid, a cyber breach usually has a minimum of a two week down time, immediately after a cyber breach is detected power down the entire data base system/contact a breach coach and your insurance broker. Insurance update to have all assets including cyber etc. insured based on coop risk/ asset replacement etc. Financial presentation/auditor report showing all in good standing etc. Auditor appointment will stay status quo. More info. 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: May 20- June 16, 2026.

Council Meeting Date: Regular Council Meeting June 25, 2026

Meetings, Events & Engagements Attended

(AC- All Council) Attended

1. May 21, 2026- Travel Lakeland DMO Municipal and Indigenous partners Engagement Session (Craig, Lorne, Ryan)
2. May 26, 2026 – Agricultural Service Board Meeting (Chaired in place of Dave, Jered)
3. May 28, 2026 – Regular Council Meeting (AC)
4. May 29, 2026 – Northern Lights Library Agm (Attended in place of Craig)
5. June 4-7, 2026 – Federation of Canadian Municipalities Annual Conference and Trade show (AC)
6. June 8, 2026- Bellis 4H Achievement and Sale Day (Dave and Lorne)
7. June 9, 2026- Joint Meeting with Whitefish Lake Band Reservoir transfer agreement and 130RR and 620 twp discussion (Dave, Craig, Lorne, Chyenne, PW) (as per Reeve Report)
8. June 10, 2026- Smoky Lake County Council Departmental Operations Meeting (AC)
9. June 10, 2026- Bumble Bee Workshop (Jered)
10. June 11, 2026- Smoky Lake County Community Open House & Farmers Appreciation Day (AC)
11. June 16, 2026- Cupcake with a Cop Vilna (Dave)

Key Highlights

May 21, 2026- Travel Lakeland DMO Municipal and Indigenous partners Engagement Session (Craig, Lorne, Ryan)

Overview

Travel Lakeland Tourism Strategy Update

Goal:
Develop a long-term tourism strategy to **double tourism in the region over the next 10 years** through investment, marketing, partnerships, and infrastructure improvements.

Key Points

- Focus on creating a **living strategy** that leads to measurable results, not just a report.
- Tourism growth will be driven by:
    - More attractions and experiences
    - Increased accommodations
    - Better transportation and regional connectivity
    - Stronger marketing and branding

Major Priorities

- Develop **3–4 tourism hubs** with surrounding attractions rather than spreading resources evenly across all communities.
- Expand **Indigenous tourism experiences**, recognizing strong visitor demand.
- Use extensive data, GIS mapping, visitor tracking, and CRM systems to guide decisions and measure success.
- Target higher-spending visitors who contribute more to local businesses and jobs.

Challenges Identified

- Lack of accommodation and staff housing.
- Transportation limitations.
- Infrastructure needs such as roads, water, and sewer services.
- Need for greater awareness of the region as a tourism destination.

New Opportunities

- Creation of a separate investment entity (DIMOC) to attract grants, loans, and private investment into tourism projects.
- Continued support for events, festivals, farms, museums, cultural sites, and outdoor recreation.
- Expansion of ambassador and marketing programs to promote the region.

Governance

New executive board positions were confirmed, with bylaw reviews planned after the tourism strategy is completed.

Community Updates

Numerous regional events, festivals, car shows, rodeos, and tourism initiatives were highlighted. Communities were encouraged to use the Travel Lakeland event calendar, CRM system, and unified branding to support regional tourism growth.

Overall: The meeting focused on building a coordinated, data-driven tourism plan that increases visitors, creates jobs, supports local businesses, strengthens Indigenous partnerships, and improves regional infrastructure while preserving local culture and community quality of life.

May 26, 2026 – Agricultural Service Board Meeting (Jered)

Goal:
Support agricultural producers, improve regional collaboration, strengthen regulatory processes, and advance agricultural services throughout the county.

Key Points

- Delegation held with Lac La Biche to discuss future projects, collaboration opportunities, and sharing information on upcoming seminars and initiatives.

- ASB member Sebastian was asked to reach out to neighboring counties to increase engagement, communication, and regional cooperation.
- Summer tour plans were discussed, and members interested in attending were asked to contact Sebastian.
- Official appointments were made for Agricultural Fieldman Sebastien Dutrisac and Brieann Eden.
- Agricultural Service Board field visit scheduled for July 8, 2026.

Major Priorities

- Increase regional collaboration between municipalities and agricultural organizations.
- Improve communication and participation through educational seminars and agricultural events.
- Continue effective roadside vegetation management and weed control programs.
- Ensure responsible distribution and use of strychnine products through training and controlled allocation.

Challenges Identified

- Limited supply of strychnine available for producers.
- Need to ensure producers complete required training before receiving product.
- Ongoing need for efficient roadside mowing, weed management, and pest control across the county.

Operations & Policy Updates

- Strychnine update:
    - Product sales will be delayed until producers have completed the required course and product shows up.
    - Second application window opens after July 15, 2026.
    - Product quantities are limited and restrictions will be placed on distribution amounts depending on quantity received.

- Farm Family Centennial Award:
    - Support provided for recognition through a plaque, certificate, and gate sign, subject to County Council budget approval.
- Reviews and discussions held regarding:
    - Agricultural Fees and Charges Bylaw
    - Aquatic Invasive Species matters
    - Vegetation Management Policy
    - Regional Weed and Pest Appeal Committee
    - Weed and Pest Inspector appointments (Hannah Richards and Natalie Tychkowsk)
    - Weed Inspection and Weed Notice Policy
    - Roadside Mowing Policy
- Roadside Mowing:
    - Two mowing cycles per season remain the current plan.
    - Authority was given to Sebastien to trial different operational approaches to achieve faster, more efficient, and higher-quality mowing results.

Information Received

The Board received several reports and information items including:

- Alberta Farm Fresh Agritourism reports on community and economic development opportunities.
- Support letter regarding Unlimited On-Farm Slaughter Operations (OFSO).
- Proposed amendments to Alberta's Traceability Regulation.
- Bill 22 – Animal Protection Amendment Act information.
- Weed and pest compliance guidance documents.
- Referral criteria and management processes for shared-jurisdiction pest and weed infractions.

- RCAM (Regulatory Compliance Assurance Management.) Order referral and management processes.
- Alberta Agriculture and Irrigation moisture situation update.

May 29, 2026 – Northern Lights Library Agm (Attended in place of Craig)

Goal:
Review the 2025 financial audit, discuss governance and policy updates, plan for future operations, and address emerging issues affecting Alberta libraries.

Key Points

- The 2025 financial audit received a clean (unmodified) audit opinion, with no significant concerns identified.
- Assets and liabilities both decreased slightly, while the organization maintained healthy reserves and financial stability.
- Several new and updated policies were approved, including an Artificial Intelligence Policy and Capital Asset Policy.
- Strategic planning and Executive Director performance evaluation processes are underway.
- Draft 2027 budget discussions focused on maintaining stable operations while managing costs.

Major Priorities

- Complete development of a new Strategic Plan for board approval in the fall.
- Conduct a professional Executive Director performance evaluation process.
- Continue building relationships with Indigenous communities and encourage new memberships.
- Maintain sustainable financial planning through modest levy increases and responsible reserve management.
- Prepare for potential impacts of Alberta's Bill 28 on library operations and governance.

Challenges Identified

- Concerns regarding Bill 28 and its potential effects on local governance, patron privacy, staffing requirements, and library operations.
- Need to review board representation policies due to population changes affecting executive seat allocations.
- Managing future staffing and compensation costs while maintaining services.
- Transitioning library systems and technology, including required migration to Leap software.

New Opportunities

- Potential membership growth from Indigenous communities, including ongoing discussions with Cold Lake First Nation and Beaver Lake.
- Group purchasing initiatives to reduce software and operational costs.
- Cloud migration reducing future technology infrastructure expenses.
- Strategic planning process creating opportunities to strengthen services and long-term sustainability.

Operations & Financial Update

- 2025 Audit:
    - Clean audit opinion received.
    - No significant findings or accounting concerns.
    - Healthy cash reserves maintained.
- 2027 Draft Budget:
    - Proposed municipal levy increase of 1.5%.
    - Healthy reserve balances remain above minimum requirements.
    - Final budget approval expected in August.

Governance

- Auditor's report accepted by the Board.

- New policies approved, including AI and Capital Asset policies.
- Environmental Policy removed as legislative requirements now cover those responsibilities.
- Board representation review initiated regarding executive seat allocation.
- Election results filled several executive and committee positions.

Community & Library Updates

- Library Managers' Council welcomed several new managers.
- Summer student hiring and grant funding discussions took place.
- Libraries continue updating privacy practices and patron record management.
- Successful programming and facility improvements were reported across member libraries.
- Upcoming Managers' Conference scheduled for October 2026 in Edmonton.

Overall Summary

The meeting focused on maintaining strong financial management, approving key policies, planning for future strategic priorities, and preparing for potential legislative changes. The organization remains financially stable, continues strengthening relationships with Indigenous communities, and is working toward a new strategic plan while monitoring the possible impacts of Bill 28 on Alberta libraries and local governance.

June 4-7, 2026 – Federation of Canadian Municipalities Annual Conference and Trade show (AC)

Accelerating Canada’s Infrastructure Through Collaboration

Minister Leblanc

- Canadians want governments to work together efficiently and transparently.
- There is shared urgency across levels of government for faster infrastructure delivery and economic development.
- Better process coordination and trust are necessary to avoid redundancy and delays.
- Alberta's growth is a national strength, and collaboration is vital for nation-building.
- The conversation ends with optimism for continued engagement and results-focused partnerships.

Building Climate Resilience Through Housing Innovation

Discussion Panel

Discuss solutions for climate resilience, housing shortages, infrastructure investment, and strengthening partnerships between municipalities, industry, and governments.

Key Points

- Climate change risks continue to increase pressure on municipalities through wildfires, floods, droughts, storms, and extreme weather.
- Strong emphasis on building more resilient communities through planning, infrastructure upgrades, and partnerships.
- Federal government introduced new housing and infrastructure initiatives aimed at accelerating community growth and affordability.
- Municipal leaders, industry representatives, and federal officials agreed that collaboration is critical to addressing current challenges.

Major Priorities

- Increase affordable and non-market housing across Canada.
- Improve infrastructure planning, maintenance, and long-term funding.
- Strengthen climate resilience and disaster preparedness.
- Support workforce development to meet future construction and infrastructure demands.
- Improve access to federal funding for small and rural municipalities.

Challenges Identified

- Aging infrastructure requiring significant investment and maintenance.
- Housing shortages across both urban and rural communities.
- Labour shortages in construction, project management, and related professions.
- Limited municipal resources and increasing infrastructure costs.
- Complex funding processes that can make federal programs difficult for smaller communities to access.

New Opportunities

- Build Canada Homes program launched with $13 billion in funding and new partnership models.

- New Build Community Strong Fund announced to support local infrastructure projects.
- Increased use of public-private partnerships and innovative financing tools.
- Nature-based solutions and climate adaptation projects gaining support.
- Greater collaboration between municipalities, First Nations, industry, and governments.

Infrastructure & Community Development

- Infrastructure investment viewed as essential to supporting housing growth and economic development.
- Importance of considering full lifecycle costs of infrastructure, including maintenance and replacement.
- Data-driven planning highlighted as a key tool for future decision-making.
- Examples shared of successful projects using innovative and cost-effective approaches.

Community & Economic Updates

- Construction industry reported readiness to build but requires predictable project pipelines and improved risk-sharing models.
- Municipal leaders stressed the need for proactive investment to attract growth and private-sector investment.
- Ongoing efforts to expand broadband, transportation, industrial development, and community amenities.

Overall Summary

The conference focused on the urgent need to address housing, infrastructure, and climate resilience challenges facing Canadian municipalities. Key themes throughout the discussions were partnerships, innovation, and urgency, with all levels of government, industry, and community leaders recognizing the need for coordinated action to support sustainable growth, stronger communities, and long-term economic

Strengthening Municipal Infrastructure Housing Safety Partnerships

MP Scott Aitchison

- Municipalities are positioned as the “front line” of government but are overstretched due to expanding responsibilities and limited property tax capacity.
- Federal programs are often seen as overly complex, short-term, and designed for large urban centres rather than rural or small municipalities.
- There is a strong call for long-term, flexible, outcome-based federal funding with reduced administrative burden.
- Housing development is slowed by regulatory complexity, with municipalities already working on zoning and permitting reforms.
- Higher levels of government are placing increasing financial strain on local governments.
- Community safety challenges (addiction, mental health, policing) are growing municipal responsibilities without matching resources.

- Federal role emphasized in upstream investment (mental health beds, prevention systems) and ensuring justice system accountability.
- Shelter systems should be treated as short-term emergency supports, not permanent housing solutions.
- Emphasis on a “back to basics” approach focused on core infrastructure like roads and essential services.
- Canada’s major defense investments create opportunities for municipalities, especially where bases and infrastructure intersect with communities.
- Climate-related losses are rising rapidly, disproportionately affecting rural, northern, and Indigenous communities, making adaptation urgent.
- Climate adaptation investments provide strong returns ($1 saved can avoid $2–$10 in future losses) and require coordinated partnerships across all sectors, including Northern and Arctic development.

Strengthening Canada’s Sovereignty Through Partnerships

- Panel led by Major General Krista Brody, municipal leaders, and FCM representatives focused on Canada’s evolving defence and sovereignty challenges and the creation of a new municipal Defence Task Force.
- Canada is facing a “new era of radical uncertainty,” including cyber threats, espionage, Arctic activity, critical infrastructure risks, and geopolitical instability.

- Arctic sovereignty is a key priority, with increased Russian and Chinese activity and expanded Canadian Forces operations and NATO commitments (2% achieved, 2.5% projected by 2035).
- Sovereignty was defined broadly as not only military capability but also community resilience, local governance, and the strength of families and essential services.
- Municipal leaders emphasized that defence readiness depends on “soft infrastructure” like housing, healthcare, childcare, and education, which are already under strain.
- Defence pressures compound existing local challenges, especially in northern and remote communities facing high infrastructure costs and limited funding flexibility.
- Strong call for multi-use infrastructure (military + civilian) to maximize investment, citing examples like shared airports and community facilities.
- FCM is advocating for a new Northern Infrastructure Fund to replace rigid funding models that make local cost-sharing unrealistic.
- Cross-sector collaboration is essential, with proposed working groups involving municipalities, military, Indigenous organizations, and service providers to manage incoming defence-related growth.

Municipal Empowerment and Reform

Abby Lewis NDP leader

- Municipalities are on the “front lines” of national crises including housing, homelessness, toxic drug supply, climate emergencies, and cost of living pressures, despite limited financial capacity.

- Local governments are responsible for roughly **60%** of public infrastructure but lack sufficient funding to maintain and expand it.
- Concerns raised about Ontario's proposed restructuring of water systems, seen as a potential step toward privatization with negative international precedents.
- Growing public concern over large AI data centers, with polling showing 68% of Canadians opposing them near their communities due to resource and infrastructure impacts.
- Policy alternative presented: increased federal investment in public services including water infrastructure, transit, and large-scale non-market housing development.
- Criticism of federal spending priorities, including major increases in defence spending alongside significant private-sector profits in banking and energy sectors.
- Structural fiscal imbalance attributed to historical federal policy shifts (notably 1995 reforms) that reduced transfers and offloaded responsibilities to municipalities without funding support.
- Proposed solutions include wealth taxes, excess profit taxes, and potential constitutional reform to formally empower municipalities.
- Strong focus on affordability crisis, including rising grocery costs and concerns about "surveillance pricing" driven by data-based price discrimination.
- Core message: municipalities are best positioned to innovate and respond to crises but require stronger federal partnership, funding, and structural reform to do so effectively.

Satellite IoT Connectivity Enhances Public Safety

- Satellite-to-device technology enables small data transfers (mainly text messages and sensor data) directly to standard smartphones and IoT devices without relying on cell towers. (Satellite ready devices)

- While terrestrial networks cover ~98% of Canada's population, they only reach ~18% of its landmass; satellite systems expand coverage to roughly 50% of the country, including remote and northern regions.
- Key use cases include emergency response, wildfire detection, **lone worker safety,** infrastructure monitoring, fleet management, and agricultural tracking.
- The system acts as a resilience layer over existing networks, providing backup connectivity when towers fail during disasters (e.g., storms, remote outages).
- Real-world examples include successful SOS rescues in remote areas with precise GPS location accuracy even within large satellite coverage zones.
- During recent Atlantic storms, satellite connectivity was temporarily enabled for emergency communications when cellular networks were down.
- Current capabilities are focused on messaging and limited data, with future upgrades planned for voice calling and higher-capacity services.
- Coverage currently reaches up to ~58°N latitude, with future satellite constellations expected to expand coverage and reduce coverage "cell" sizes.
- Municipal leaders are encouraged to map coverage gaps, integrate satellite systems into emergency planning, and evaluate where satellite vs. traditional infrastructure is most efficient.

Annual General Meeting of the Federation of Canadian Municipalities (FCM)

- Collaboration between municipalities, tech providers, and agencies (e.g., CSA, industry partners) is key, with emphasis on open standards, interoperability, and integrated IoT systems for public safety and infrastructure management. Bottom of Form

- FCM AGM opened under outgoing President Rebecca Bligh with quorum confirmed and nearly 3,000 delegates attending in Edmonton on Treaty 6 territory.
- Meeting followed formal procedures including agenda adoption, approval of previous minutes, and bilingual participation with electronic voting systems.
- President's report highlighted unity, municipal advocacy, and collaboration across provinces and territories, alongside a leadership transition.

- CEO Carol Saab emphasized municipal leadership on housing, infrastructure, climate resilience, reconciliation, and public safety as central national priorities.
- Green Municipal Fund reported major impacts: thousands of housing units supported, retrofit savings, climate adaptation projects, and expanded urban forestry initiatives.
- FCM's financial position was stable, with a clean Deloitte audit, operating surplus, and strong GMF fund performance despite large-scale investments.
- Governance and bylaw updates clarified board structure, quorum rules, rural representation, and committee membership rules, all adopted without opposition.
- HR and organizational updates included leadership changes, new systems (Workday), centralized communications, and focus on leadership development and culture.
- Multiple resolutions passed addressing Indigenous reconciliation, agriculture, housing, infrastructure, mental health, and municipal-federal partnerships.
- New Table Officers elected for 2026–2027, with Tim Tierney as incoming President, and next AGM confirmed for Halifax in 2027.

Stronger Municipal Unity

Elizabeth May leader of the Green Party

- Elizabeth May (Green Party leader) delivered the keynote, emphasizing strong support for municipalities and collaboration through FCM.
- She called for national unity and a "Team Canada" approach, while stressing confidence in Canada's democratic system compared to instability elsewhere.
- Strong support for municipalities included calls for stable, predictable federal funding for infrastructure, especially water and wastewater systems.
- Proposed governance reform included a national intergovernmental forum modeled on Australia, involving federal, provincial, municipal, and Indigenous leaders.
- Climate change and disasters were central, citing major events (BC heat dome, Edmonton tornado, Jasper and Yellowknife fires, Hurricane Fiona) and urging proactive adaptation over reactive response.
- Criticism of federal housing policy and Bill C-20 focused on duplication, unclear purpose, and concerns about centralized decision-making in new housing agencies.
- She argued municipalities face increasing difficulty navigating federal systems and funding processes, calling for faster, clearer intergovernmental collaboration.
- Emphasized urgency of climate action, fossil fuel transition, and investment in emergency preparedness with all levels of government working together.

June 8, 2026- Bellis 4H Achievement and Sale Day (Dave and Lorne)

I had the opportunity to attend the 4-H show in Bellis featuring beef and poultry, which was exceptionally well attended and well organized. It was an honor to present the Reserve Champion award on behalf of Smoky Lake County and the Agricultural Service Board.

The event was a strong example of community engagement in action, with a full schedule of activities and a highly successful auction that generated strong support for the exhibitors' projects. The level of participation and encouragement shown toward these young producers was very impressive.

Events like this highlight the importance of youth development in agriculture and the continued strength of rural communities in our region.

June 10, 2026- Bumble Bee Workshop (Jered)

I attended the Bumble Bee Workshop, which saw an excellent turnout with more than 20 participants in attendance. The program was well delivered, highly informative, and provided an engaging hands-on learning experience for both youth and adults as they constructed bumble bee boxes.

I would like to extend appreciation to the Alberta Native Bee Council for delivering such a valuable educational program, and to the Agricultural Service Board for hosting and supporting the event. It was a well-organized initiative that was clearly enjoyed by all participants and reflects positively on community-based environmental education efforts.

June 11, 2026- Smoky Lake County Community Open House & Farmers Appreciation Day

This was a highly successful and well-organized event, and I would like to extend sincere appreciation to all staff involved for their efforts in ensuring everything ran smoothly. From the preparation and coordination of equipment displays to the delivery of informative

presentations, the level of professionalism and attention to detail was evident throughout the day.

The inclusion of outside vendors added valuable perspective and contributed to a well rounded and engaging experience for attendees. The event provided a great way to share knowledge, collaboration, and meaningful discussion across a variety of topics.

June 16, 2026- Cupcake with a Cop Vilna (Dave)

“Cupcakes with a Cop” was a well-attended community engagement event, drawing a strong turnout of local residents and providing a positive, informal setting for meaningful dialogue between community members and local law enforcement.

The event created an opportunity for open conversation on a range of topics of local interest, with officers actively engaging with attendees, participating in informal activities such as pool, and taking the time to connect in a relaxed and approachable environment. The atmosphere was welcoming and constructive, with many productive discussions and positive interactions taking place throughout the event.

From the conversations held, officers indicated there were no immediate or pressing concerns within the area at this time, while also welcoming ongoing communication and feedback from residents regarding local priorities and community safety matters.

Overall, the event was a valuable exercise in strengthening community relationships, building trust, and reinforcing collaborative approaches to public safety through continued engagement and accessibility. I was very happy to have been in attendance.

Councillor Report

Division: 2

Councillor: Dave Kully

Reporting Period: May 20, 2026 – June 17, 2026

Council Meeting Date: June 25, 2026

Meetings, Events & Engagements Attended

May 20, 2026 – Community Futures Meeting – St. Paul.

Discussions regarding Community Futures Network of Alberta Evaluation of local office, Lemonade Day events on June 13th, Community Futures Lac la Biche office proposal to NADC for Northern Alberta Living Allowance.

May 21, 2026 – Smoky Lake Foundation Meeting – Smoky Lake. (Jered and Dave) as per Jered's Report.

May 25 – 27, 2026 – Alberta Fire Chiefs Convention - Red Deer. (Craig, Lorne, Dave) as per reeves

Report.

May 28, 2026 – Municipal Planning Commission Meeting – Smoky Lake. (All council).

Discussed and approved development Permit DP-0014-26 regarding shipping container installation.

May 28, 2026 – Regular Council Meeting. (All council). As per reeve's report.

May 29, 2026 – Alberta Rural Health Week BBQ. (Craig, Lorne, Jered, Dave)

BBQ hamburgers and hot dogs for healthcare workers.

June 2, 2026 – Northeast RHPAP Regional Summit – Smoky Lake. (Craig, Lorne, Dave) As per Deputy Reeves Report).

June 4 – 7, 2026 – Attend FCM Conference – Edmonton. (Chyenne, all council). As per Reeves report.

June 8, 2026 – Bellis 4H Show and sale – Waskatenau. (Ryan, Lorne, Dave).

Presented 4 belt buckles Sponsored by Smoky Lake County to:

- Kathryn Harty – Supreme Female
- Georgia Harty – Reserve Female
- Emma Jarema – Grand Champion Market Steer
- Lily Jarema – Reserve Champion Market Steer

June 9, 2026 - Joint Meeting with Whitefish Lake First Nations. Goodfish Lake. (Craig, Lorne, Ryan, Chyenne, Kyle, Dwight, Dave). As per reeves report.

June 10, 2026 – Departmental Meeting – Smoky Lake. (All council) As per reeves report)

June 11, 2026 – Smoky Lake County Open House and appreciation BBQ. (All council)

June 16, 2026 – Cupcake with a Cop – Vilna. (Ryan, Dave).

Met with residents and local RCMP officers, Corporal, and Sergeant.

Councillor Report

Division: Five
Councillor: Jered Serben
Reporting Period: May 20th to June 16th , 2026
Council Meeting Date: June 25th , 2026

Meetings, Events & Engagements Attended

- May 21st, The Smoky Lake Foundation.
- May 28th, Regular council meeting.
- May 29th, Rural health week appreciation barbeque(made appearance)
    - Holy Family Catholic School, Waskatenau, Graduation. Speech and dinner. Congratulations to all Graduates!
- June 4th – 7th, (FCM) Federation of Canadian Municipalities.
- June 5th, attended Newbrook 4H club's year end sale. Several members from the Waskatenau area. High price of $8.50/lb for a steer.
- June 8th, (ICC) Intermunicipal Collaboration Committee.
- June 10th, Department meeting.
    - Bumble Bee workshop.
- June 11th, County Open House and Farmer's Appreciation Day.
- June 12th, Regional Fire and Rescue Services Committee.

Smoky Lake Foundation

Date: May 21, 2026

Attendees: Jered Serben and David Kully

Governance and Human Resources

The Foundation will be conducting Code of Conduct training sessions in June 2026. All employees will be required to sign acknowledgment forms confirming their understanding of the Code, which will be retained in personnel files.

The Code of Conduct will also be reviewed annually as part of employee performance evaluations.

The Board discussed employer responsibilities and reaffirmed management's authority to direct and manage operations in accordance with organizational policies.

Facility Operations and Maintenance

Duct cleaning for in-suite forced-air furnace systems is scheduled to be completed by June 15, 2026. This maintenance is performed on a five-year rotation.

Several facility infrastructure projects were reviewed:

• Vilna Lodge is proceeding with a makeup air unit and furnace upgrade project valued at over $500,000.

• Pine Creek Manor has experienced crawlspace moisture issues. Hydro-vac work has been completed, water has been removed, ventilation improvements have been made, and sump pumps have been replaced. Additional work planned includes sump alarms, dehumidification equipment, and exhaust systems. Sweating copper lines continue to be monitored.

• Waskatenau Manor has deteriorated copper drain lines that will be replaced with ABS piping.

Capital Maintenance and Renewal (CMR)

The Board approved a mechanical engineering project with TW Engineering valued at approximately $987,088 for the boiler replacement and make up air units in Vilna Lodge.

Administration reported that approximately $2.8 million in Capital Maintenance and Renewal funding has been received to date across Foundation facilities.

Emergency Preparedness

The Foundation generator(the new, correct size, half million dollar unit) was utilized during a recent power outage and operated for approximately six to seven hours. Administration advised that Raymond will provide a report regarding generator performance and outage response.

Financial Report

Operations are currently approximately $48,000 over budget. Administration indicated the increase is largely attributable to inflationary pressures affecting food and fuel costs.

The Foundation is still waiting for the almost $600,000 requisition from the Smoky Lake County that was due April 21st, 2026. Historically, the requisition was paid on time. The act clearly states that requisitions are to be paid within 30 days of the invoice.

The projected deficit is expected to be offset through additional revenue generated from CMR management fees(new revenue stream that was not utilized through previous administration), Complete Care food purchasing rebates(new revenue), and other revenue sources. Administration anticipates year-end operations will remain balanced.

The Foundation also reported approximately $18,000 remaining in the Deferred Operating Revenue Fund (DORF).

Current annual LAP funding is approximately $291,365.

Guest Suite

Administration reported that final guest suite financial results are not expected until June.

The Board discussed the potential impact of the guest suite on LAP funding. If the guest suite remains in operation, the Foundation may forgo approximately $8,600

in annual LAP funding. Administration also noted that approximately one percent of requisition revenue, estimated at roughly $20,000 annually, would be required to support guest suite operations.

Summary

The Board reviewed significant capital projects, facility maintenance initiatives, regulatory requirements under the Continuing Care Act, and the financial position of the Foundation. Major discussion items included ongoing infrastructure upgrades, CMR-funded projects, operational budget pressures, and the financial implications of the guest suite and Lodge Assistance Program funding.

FCM Conference

June 4th – 7th, 2026

Summary of Opening Ceremony – FCM Annual Conference & Trade Show

Date: June 5, 2026

Location: Edmonton, Alberta

1. Welcome & Land Acknowledgment

2. Main Topics Discussed

2.1. Indigenous Partnerships & Reconciliation

2.2. FCM's 125th Anniversary

2.3. Infrastructure & Economic Development

2.4. Role of Municipalities: Present & Future

2.5. Challenges Facing Municipalities

2.6. Alberta's Role & Perspective on Canadian Federalism

2.7. Metis Nation Address

2.8. The Call for National Unity and Practical Delivery

3. Special Moments & Announcements

4. Action Items

5. Follow-Up Points & Upcoming Sessions

1. Welcome & Land Acknowledgment

- Opening Remarks: Emphasized respect for Indigenous lands; gathering marked on Amiswa Chiwa Skagen (Cree for Beaver Hills House), now known as Edmonton.
- Acknowledgment: Recognized Treaty 6 caretakers—Nahia Dene, Anishinaabe (Salto), Nakoda Ishka (Nakoda Sioux), and Nitsi Tafe peoples—and the Metis Nation homeland, with Edmonton situated in District 9 (Fort Edmonton Metis District).
- Commitment: FCM reaffirmed its commitment to reconciliation through accountable relationships and action, visible in the annual “Kinship Gathering Space” for Indigenous-municipal dialogue.

2. Main Topics Discussed

2.1. Indigenous Partnerships & Reconciliation

- Kinship Gathering Space:
  - Returned for the third year, open June 5 and 6, 2026.
  - Features ceremonies and dialogues focused on municipal-Indigenous relationships.
  - Agendas shared via conference app and at Salon 17/18.
- Recognition: Impact and contributions of Indigenous and Metis peoples to Edmonton and Canadian municipalities underscored by numerous speakers

including FCM, Edmonton Mayor Knack, and President Andrea Sandmeyer (Otipemisiwak Metis Government).

- Message: True reconciliation requires Indigenous governments to be involved “from the beginning” in building policy and infrastructure.

2.2. FCM’s 125th Anniversary

- Historical Reflection:

o FCM predates many provinces and key historical events (e.g., powered flight).

o Municipalities lauded for their leadership through wars, economic upheavals, technological revolutions.

o Early innovations: Planning/zoning, green spaces, and managing urban sprawl.

- Key Federal-Municipal Initiatives:

o Gas Tax Fund: 20 years of delivering flexible municipal infrastructure funding.

o Green Municipal Fund: Almost $2 billion invested in sustainability/resilience.

o Recent:

 $4B Housing Accelerator Fund.

 $6B Canada Housing Infrastructure Fund.

 Doubled tax credits for volunteer fire initiatives.

2.3. Infrastructure & Economic Development

- CN Rail’s Role: (Speaker: Patrick Murphy, CN)

- CN engages daily with 800+ communities, moving ~$1B in goods daily.
- Annual investment: Over $3B in network infrastructure.
- CN's new "Railroad for Change" program: $100M pledged to homelessness prevention.
- Community engagement via local employment and volunteerism (120,000+ hours, 360+ organizations in 2025).
- Emphasized partnership and dialogue, especially around safety and preparedness.

• Edmonton's Economic Growth: (Speaker: Mayor Andrew Knack)

- $3B+ investment in non-residential buildings (2024), +22% growth.
- Huge recent in-migration: ~250,000 new residents in past 5 years.
- Priorities: Economic development, growth management, service quality, safety; attention to affordability and fiscal sustainability.

2.4. Role of Municipalities: Present & Future

• National Importance:

- Municipalities as "economic engines," critical for infrastructure, innovation, and growth.
- Repeated calls for municipalities to be partners—not afterthoughts—in national policy, especially around housing and infrastructure.

• Practical Local Leadership:

- Example: SW Saskatchewan regional cooperation model for emergency services, water, recreation, and healthcare.
- Moose Jaw: Municipal preparation for 15 Wing RCAF Base expansion—highlighting national policies' on-the-ground impacts.

2.5. Challenges Facing Municipalities

- Service & Infrastructure Pressure:

o National expectation for building homes, infrastructure, resilience.

o Problems: Expanded social responsibilities, inflation, global uncertainty.

o Need for updated fiscal frameworks; existing funding tools deemed outdated.

o Municipalities express a united front in seeking:

 Predictable, long-term, adequate funding

 Funding for rural, northern, and remote realities

 Climate adaptation support

2.6. Alberta's Role & Perspective on Canadian Federalism

- Minister Dan Williams (Municipal Affairs, AB):

o Stressed history of nation-building through infrastructure—railroads, highways, the power grid, oil sands.

o Called for renewed nation-building ethos ("country that builds again") to address productivity and competitiveness gaps.

o Described "northern virtues"—fortitude, freedom, peace, order, adventure, stewardship, and unity.

o Outlined what Alberta seeks: Equitable treatment within Confederation; grievances rooted in historic and current federal-provincial tensions.

o Acknowledged upcoming (potential) Alberta referenda on separation—expressed personal commitment to Canadian unity but demanded respect and fair consideration of Western grievances.

o Noted the practical importance of mutual respect and the bottom-up nation-building role of municipalities.

2.7. Metis Nation Address

- President Andrea Sandmeyer (Otipemisiwak Metis Government):

o Welcomed 78,000 Metis citizens' representation at the event.

o Shared historical contributions of the Metis to local community structure (river lot farming, proximity to river and each other), shaping modern Edmonton.

o Emphasized Metis tradition of self-government and responsibility to land/each other.

o Called for municipal-Metis respect, collaboration, and inclusion in new policy and future building.

o Invited delegates to learn from Indigenous practices and histories for inclusive infrastructure and policy design.

2.8. The Call for National Unity and Practical Delivery

- FCM and National Leadership:

o FCM as the "connective tissue" of Canadian federalism—bridging region, language, political difference.

o Reiterated that national ambitions—especially in housing, infrastructure, defense—require local implementation, not just consultation.

o Called for municipalities to have a real seat at the table in designing national programs.

o Emphasized that achieving unity goes beyond appearances; it requires acknowledging and respecting regional differences and practical realities.

3. Special Moments & Announcements

- Trilingual National Anthem:

o Performed by the Korora Youth Choir in English, French, and Cree.

o Fulfilled wishes for an inclusive, multi-lingual ceremony reflecting Canada's diversity.

- Acknowledgements:

o Opening sponsored by CN (Patrick Murphy, CN's Senior VP, present).

o Gratitude expressed towards Discover Edmonton and the City of Edmonton teams for hosting and organizing.

- Historical Video Tribute:

o Retrospective played, highlighting FCM's 125-year record and modern accomplishments.

4. Action Items

- Kinship Gathering Space Participation:

o Delegates encouraged to visit, participate, and engage with Indigenous dialogues in Salon 17/18.

- Visit CN Booth:

o Attendees invited to engage with CN representatives for further discussions on partnership opportunities.

- Engage in Study Tours:

o Local tours offered to showcase Indigenous experiences, affordable housing models, and other Edmonton-led initiatives in action.

- Advocacy:

o FCM leadership prompts all municipal delegates to carry a united message to federal and provincial governments:

Demand full municipal involvement in shaping housing, infrastructure, and national investment strategies.

Continue to share municipal realities and needs for reforming fiscal tools and frameworks.

5. Follow-Up Points & Upcoming Sessions

- Deeper exploration of national-municipal partnerships.
- Fiscal framework and funding reforms.
- Lessons from municipal implementation of national priorities.
- Relationship-building with Indigenous partners.

Additional Noteworthy Points

- Political Climate:
  - Alberta's unresolved federal-provincial relations and possible referendum acknowledged head-on by Mayor Knack and Minister Williams.
  - Clear sense that unity is a recurring theme strength in diversity and in bottom-up contributions/collaboration.
- Delegation Diversity:
  - Attendees include leaders from all provinces and territories, representing cities, towns, rural municipalities, Indigenous governments, and more.

In Summary:

The opening morning of FCM's annual conference in Edmonton set a theme of unity, reconciliation, and renewed commitment to collaborative nation-building, as Canada's municipalities celebrate 125 years of collective leadership. Key speakers emphasized the urgent need to modernize municipal funding and infrastructure support, place Indigenous and local voices at the center of policy design, and advocate together for a stronger, more resilient future for all communities. The tone was forward-looking and inclusive, with clear calls to action for the days and years ahead.

1. Alberta's Economic Contribution & Federal-Provincial-Municipal Partnerships

- The opening speaker, an Atlantic Canadian, praises Alberta's dynamic, growing economy, emphasizing its positive impact across Canada.
- Highlights include:
  - Alberta's diversified economy strengthens Canada's global trading relationships.
  - Recognition that economic growth in Alberta (and other Western provinces) benefits the national economy.
  - Call for federal government support and partnership with provinces and municipalities on economic projects and investments that generate jobs, improve housing, and address social inequities.
  - Mention of the Prime Minister's agreement with Alberta Premier Smith as an example of strengthened cooperation.
  - Recent meetings with other provincial premiers (e.g., British Columbia, Atlantic Canada) to discuss joint work that responds to local and national needs.
  - Acknowledgment of inter-provincial labor migration, especially between the East and the West, and its role in supporting broader Canadian prosperity.

2. Conference & Plenary Session Overview

- The event marks a gathering of municipal leaders from across Alberta and Canada, with a particular focus on economic and social development.
- The conference theme is "building a future together" with the plenary session's emphasis on "building big things together."
- Recognition of Canada's urgent challenges:

- Housing crisis
- Major infrastructure gaps
- Economic and trade uncertainty

• Plenary intends to explore how municipalities can move from ambition/ideas to practical action while balancing local realities and national priorities.

Key Plenary Panelists Introduced:

• (Sturgeon County, Alberta)

• (CEO, Build Canada Homes)

• (Chair, Canadian Infrastructure Council & CEO, Evergreen)

• (President, Canadian Construction Association)

• Don Iveson (former Edmonton mayor, now Executive Advisor at Resilience Acceleration Lab a Cooperators initiative) provides opening remarks, focusing on:

- Climate change as a significant risk to municipalities in Alberta and across Canada.
- Cooperators' role in supporting financial security through insurance and risk mitigation.
- The direct threat of climate change to Canadians' finances and the necessity of proactive measures.
- Launch of the Resilience Acceleration Lab to fund and support community resilience projects, often in partnership with governments, First Nations, and asset owners.

- Examples: Stewartburn, Manitoba: Using wetland restoration and biomass harvesting for climate adaptation.

Collaboration with the Simpcw First Nation north of Kamloops on wildfire risk reduction, fuel management, ecosystem restoration, and economic/job opportunities.

o Emphasizes the need for innovative financing including both public and private investment for climate adaptation infrastructure.

o Imperative for municipalities to build resilience, highlighting that proactive communities will fare better economically and climatically and attract more investment.

o Invitation for municipal leaders to engage further on resilience-building initiatives.

4. Panel: Building Big Things Together

• The session transitions to a panel discussion focusing on transforming ideas into action and building infrastructure that serves both local needs and national objectives.

• A reminder that the session will be bilingual, offering simultaneous translation.

• Each panelist is offered a chance for a detailed introduction, starting with Nandama Alana Nachu, who shares a multi-faceted perspective:

o Municipal and federal experience in housing and urban development (city councillor, deputy mayor of Toronto, affordable housing work with Dream).

o Currently CEO of Build Canada Homes—a federal agency announced in September 2025, tasked with scaling up affordable housing, particularly non-market units.

- Agency equipped with $13 billion in initial capital and innovative financial tools.
- Unique access to federal land via integration with Canada Lands.
- Focus on partnering with municipalities, non-profit organizations, and leveraging portfolios and aggregators for impact at speed and scale.
- Commitment to creating partnerships and modern construction.

- Jen Angel (CEO, Evergreen) outlines her history in public infrastructure, emphasizing collaboration across governments, communities, and the private sector to achieve multiple outcomes through public investments.

Notable Dates & Figures

- Today's date: June 5th, 2026
- Build Canada Homes launched: September 2025
- Initial capitalization for Build Canada Homes: $13 billion
- FCM's last similar session in Edmonton: 2015

Action Items & Follow-Ups

- Municipal leaders are encouraged to engage with Cooperators/Resilience Acceleration Lab to discuss resilience projects in their communities.
- Continued conversation and partnership is invited with Build Canada Homes for municipalities and non-profit organizations seeking to address housing.
- Municipalities should consider proactive investment in climate adaptation to ensure economic and social resilience.
- The conference will continue to explore mechanisms to move from planning to action in infrastructure, housing, and economic growth, emphasizing intergovernmental and public-private collaboration.

Resolution Language: “Municipal Governments” vs. “Local Governments”

Background

- Debate on whether FCM resolutions should refer to “municipal governments” (standard FCM terminology) or the broader “local governments”.
- Concerns raised about inclusivity, as "municipal" may not encompass all government forms (e.g., Indigenous communities, regional districts, rural areas).

Discussions

- Support for “Local Governments”:

o Representatives (e.g., Caribou Regional District, Village of Silverton) emphasized the need for language that includes rural, regional, and Indigenous communities, not just urban municipalities.

o Cited prior challenges in getting rural issues acknowledged at the federal level.

o Stress was placed on minimal resources in these communities and the importance of explicit recognition.

- Support for Status Quo (“Municipalities”):

o Other delegates (e.g., City of British Columbia, Town of Edson) argued for consistent terminology for clarity and impact in national policy.

o Suggested a broader discussion in future rather than ad-hoc changes to individual policies.

Outcome

- Amendment to replace “municipalities” with “local governments” put to a vote.

- Vote occurred after robust discussion on representational equity and federal recognition.

2. Resolution on Collecting Disaggregated Demographic Data on Homelessness

Background

- A resolution addressing homelessness, mental health, and addiction strategies was introduced.
- Proposal to add comprehensive demographic data collection to better understand causes of homelessness.

Discussions

- Proposal for More Detailed Data:
  - Suggestion to ensure collection captures not only the municipality of origin but also root causes (e.g., economic challenges, addictions, mental health).
  - Advocates argued such data is essential for targeted, effective policy.
- Debate on Municipality of Origin:
  - Some expressed unease about registering municipality of origin, citing negative stereotypes (e.g., rumors of busing in homeless populations from large events).
  - Concerns about possible stigmatization of homeless individuals.
- Other Views:
  - Others defended origin tracking for more tailored supports and strategy development.

Outcomes

- Amendment to add reason for homelessness did not proceed due to lack of seconder.

- Amendment to strike “municipality of origin” was debated but ultimately defeated.
- Clear consensus: value in data-driven policy, but also a need for sensitivity and nuance.

3. Pan-Canadian Strategy on Mental Health, Addictions, and Chronic Homelessness

Background

- Resolution called for a national framework to address interconnected crises in mental health, addictions, and homelessness.

Extended Discussion

- Arguments Supporting the Resolution:
  - Personal stories underscored the urgency, referencing how youth homelessness was previously ignored and is now a national crisis.
  - Rural and urban delegates alike stressed the ubiquitous and evolving nature of the problem.
  - Emphasis on collective responsibility, with federal leadership needed alongside local implementation.
- Arguments Against the Resolution:
  - Some raised concerns about adding layers of bureaucracy, the risks of “one size fits all” federal initiatives, and potential inefficiencies.
  - Suggested the focus should be on funding and practical supports rather than structures and mandates.

Outcome

- After broad discussion emphasizing solidarity, the resolution for a Pan-Canadian strategy passed.

4. Emergency Resolution: Municipal Role in National Defence Infrastructure

Background

- Ottawa's planned defence spending (5% of GDP by 2035; $300 billion over 10 years) will directly impact local infrastructure near military bases.
- Resolution urged creation of formal federal–municipal partnerships to ensure municipal infrastructure receives dual-use funding in support of defence communities.

Discussions

- Rationale:
  - Speakers noted thousands of new military families relocating to communities, straining local resources (example: Kingston, Ontario).
  - There is no comprehensive policy framework for engaging local governments in defence planning.
  - Infrastructure (water, housing, recreation, etc.) is essential for the success of military communities—without local support, national defence goals will be undermined.
- Broader Implications:
  - Legislative language debated: "local government" versus "municipalities"—clarified that FCM uses both terms to be inclusive.
  - Emphasis on new policy area for FCM and the need for a national strategy.

Outcome

- Strong consensus voiced in support; resolution moved forward.

5. Reversal of Federal Agricultural Research Centre Closures(Lacombe, Alberta)

Background

- Federal government proposed the closure of seven agricultural research and development centres across Canada.
- Resolution called for reversing these closures, maintaining federal operations, and developing a new national agricultural research strategy.

Extended Discussion

- Economic and Research Significance:
  - Research centres underpin food security, climate adaptation, innovation, and long-term crop/livestock improvement.
  - Many centres hold irreplaceable data collected over decades or even a century.
  - Canadian agriculture contributes $32B in primary production, $36B in secondary processing, and 7% of GDP ($150B total sector).
  - Suggested that R&D should be protected; reductions threaten long-term agricultural resilience and food sovereignty.
- Process Concerns:
  - Criticism that closures were announced without thorough consultation with affected municipalities or producer groups.
  - Preference for a pause and comprehensive strategic review, involving all stakeholders.
- National Impact:
- Multiple provinces and rural communities affected.

o Advocacy for partnership between federal, provincial, Indigenous, research, and producer groups.

Outcome

- The resolution was broadly supported and passed following strong endorsement from rural, agricultural, and research sector representatives.

6. Small Business Ownership and Commercial Real Estate Affordability

Background

- Drastic increases in commercial rent (100–300%) pose an existential threat to small businesses and main streets.
- Current federal program to help small businesses purchase their own units is outdated; million-dollar loan cap is inadequate given contemporary real estate prices.
- Resolution called for modernization of the program to support small businesses in property ownership.

Discussions

- Arguments For:

o Allowing small business owners to purchase their premises protects them from capricious rent hikes and gives them investment security.

o Enabling local business ownership fosters community stability and economic wellbeing.

o Program modernization is overdue (cap has not changed since 1999).

o Increased capital access critical for business growth, including Indigenous entrepreneurs.

- Presented as a way to resist “chainification” of main streets and promote locally-rooted commerce.

- Arguments Against:

- Concerns that increasing loan access/amounts may contribute to real estate inflation, debt, and speculative pressures.

- Suggested regulatory reforms may be needed to address broader market dysfunction, not just debt-facilitated ownership.

- Emotional appeal: Ownership is an avenue for local economic participation and community autonomy.

Outcome

- After robust exchange, the consensus was to support the need for program modernization, with a note for caution about overleveraging.

Action Items

1. Review of FCM Policy Language

- Consider a structured review and broader discussion at the board level regarding terminology (“municipal governments” vs. “local governments”) for future resolutions.

2. Engagement with Federal Government

- Advocate for:

- A Pan-Canadian strategy on mental health, addictions, and homelessness.

- Formalization of municipal-involved defence infrastructure planning.

- Reassessment and reversal of agricultural research centre closures; development of a comprehensive national research strategy.

Modernization and expansion of small business commercial ownership programs.

3. Data-Driven Policy

o Ensure future resolutions and initiatives prioritize comprehensive, sensitive demographic data collection (including root causes of homelessness).

Follow-up Points / Future Meetings

- Deeper Conversation on Terminology: Board and staff to revisit the standards around the use of “municipalities” versus “local governments” in FCM advocacy to ensure inclusivity without undermining policy coherence.
- Consultation Processes: FCM to advocate for better engagement with municipalities and stakeholders when the federal government proposes changes affecting local infrastructure, research institutions, and social policy.
- Implementation Monitoring: FCM committee(s) to track the federal response and implementation of resolutions passed, especially on defence infrastructure partnerships and agricultural research centres.
- Small Business Program Review: FCM to develop detailed recommendations for the federal government on updating the small business ownership loan program, considering both affordability and market impacts.

Notable Figures & Deadlines

- Ottawa Defence Investment: Target to reach 5% of GDP by 2035 (~$300 billion over 10 years).
- Indian Head Research Station Budget: $3.8 million currently.
- Original Small Business Loan Cap: $1 million (unchanged since 1999).
- Agriculture GDP Contribution: $150 billion, 7% of national GDP.

Summary Statement

This plenary session saw robust debate and policy-making across issues of social crisis response, economic resilience, community inclusivity, and national policy advocacy. Delegates affirmed the need for united municipal/provincial/Indigenous voices, data-driven action, and fresh approaches in federal-municipal relations, research, and support for small businesses and communities, rural and urban alike.

Blinded by the Light: Improving Public Safety by Addressing Headlight Glare

Sponsor: City of Vancouver, BC

Recommendation: Category A concurrence (adopt as FCM policy)

Core Issues Raised:

- Excessively bright vehicle headlights and increased glare from high-intensity and elevated headlight designs are becoming common in Canada.
- Headlight glare impacts night visibility, delays reaction times, and increases risk of collisions, especially for seniors, people with vision impairment, cyclists, and pedestrians.
- Municipalities cannot regulate vehicle standards; federal action is required.

Resolution Calls For:

1. Clear enforceable limits on headlight brightness, beam pattern, and mounting height.
2. Stronger oversight on adaptive and high-intensity lighting technologies.
3. Enhanced regulations/enforcement against non-compliant aftermarket vehicle lighting.

Discussion Highlights:

- Emphasis on the need for national standards and federal leadership.
- Support urged for unified advocacy to improve road safety.
- No member questions; vote was called with 45 seconds for electronic registration.

2. Resolution on National Economic Sectors (Forestry Focus)

Main Points:

- Importance of economic diversification and support for automotive, steel, ICT, forestry, and silver industries was emphasized, especially for communities in northern and rural Canada.
- Specific mention of struggles faced by communities dependent on the forestry sector (several sawmills closed in NE British Columbia; impact on local economies and livelihoods).
- Advocacy for national unity and coordinated support for all communities affected by industry decline.

Amendment Debate:

- Proposed Amendment: Remove specific reference to "particularly for small Indigenous-owned or women-owned businesses" to make the resolution more inclusive.
- Arguments For the Amendment:

o Removing the phrase fosters inclusivity, benefiting all Canadians regardless of identity.

o Preference toward a free-market, equal-opportunity approach without highlighting select groups.

- Arguments Against the Amendment:

o Recognition that Indigenous and women-owned businesses are underrepresented and disproportionately impacted.

o Importance of equity and state intervention to ensure market outcomes work for everyone, especially marginalized groups.

o Support for honoring the original intent and expertise of the sponsoring community (City of Prince George).

- Other Comments:

o Clarification requested and received that the amendment would be voted on prior to the main motion if adopted.

o Community representatives emphasized the significance of maintaining equity language due to historical disadvantages and current disparities.

o Reference to broader lessons from social movements regarding the need for targeted interventions.

Process:

- Several speakers presented both sides of the equity amendment.
- The Chair indicated speakers were being limited to keep the process timely and fair.

Procedural and Action Items

- Resolutions and amendments exceeding four words must be submitted in writing.
- Deferred resolutions (if time limited) will be discussed at the fall Board of Directors meeting.

Notable Dates and Timing:

- Today's session (June 6th, 2026)
- Two-hour limit for resolution debate.
- 45 seconds allocated for delegates to vote per resolution.

Key Figures:

- Mr. Sean Orr, City of Vancouver—spoke to the “Blinded by the Light” resolution.
- Multiple municipal representatives from BC, Alberta, and other regions contributing to the economic sectors/forestry resolution debate.

Next Steps:

- Continue through the agenda of six resolutions, each subject to similar debate and structured voting.
- Monitor for action on deferred resolutions in the fall Board meeting.

2. Main Topics Discussed

2.1. Panel on Local Governments’ Role in Canadian Sovereignty and Defence

- Discussion centered around the importance of foundational partnerships and municipal inclusion in national defence and sovereignty initiatives.
- Multiple voices highlighted the need for embedding municipalities as full partners from the start.

2.2. NDP Leader Abby Lewis: Keynote and Fireside Chat

- Introduction by Kathy Valentino (FCM 2nd VP, Association of Manitoba Municipalities, Councilor from Thompson, MB).
- Lewis highlighted:
  - His background in journalism, documentary film, education, and activism.
  - The NDP’s historic ties to FCM and municipal leaders such as Jack Layton.

- The critical role of municipalities as “front lines” in issues from housing to climate adaptation to economic development.
- Lewis is nine weeks into his new post as NDP leader; this is his first FCM conference.

2.3. Housing and Affordable Housing Initiatives

- Critical focus on municipalities’ ownership of 60% of public infrastructure but lack of funding.
- Extended discussion on municipalities' centrality to addressing homelessness and affordable housing.
- Recognition of municipal risk-taking, fast-tracking permits, partnerships with non-profits, policy innovations.
- Launch of a new FCM initiative ("From the Ground") focusing on unlocking municipal land for affordable housing, with calls for tangible municipal participation.

3. Specific Issues and Extended Discussions

3.1. Privatization of Water Infrastructure

- Specific concern raised regarding Ontario government’s pending move to shift water infrastructure from municipalities to new corporations, interpreted as a move toward privatization.
- Discussion of associated risks, referencing negative international experiences.

3.2. The Rise of AI Data Centers and Public Concerns

- Warning about debate over new data centers expanding due to federal incentives:
  - Public backlash reported: 68% of Canadians (and more in rural areas) oppose large AI data centers near their homes (Angus Reid poll).

o Issues cited: impact on jobs, water, electricity, community character, and rising corporate influence.

3.3. Federal Budget and Resource Allocation

- Reference to Budget 2026:

o $81.8 billion over five years for defence.

o Observation that there is national capacity to fund local and green infrastructure but political will is lacking.

o Noted record profits: Big Six banks ($70 billion), oil and gas ($90 billion, attributed in part to conflict-driven profits).

3.4. Structural Imbalances and Historical Context

- February 27, 1995: Paul Martin's deficit-fighting budget dramatically reduced federal transfers to provinces, axed public housing programs, reduced transit commitments, and changed unemployment insurance.

- Historical explanation for why municipalities today have outsized responsibilities without sufficient fiscal support, leading to a quarter-trillion-dollar infrastructure deficit, hallway medicine, and rising homelessness.

3.5. Local Governments and the Housing Crisis

- Acknowledgment that:

o Homelessness has risen 20% in the last decade.

o Only 3.5% of Canadian housing stock is non-market, far below OECD norms.

o Non-market, cooperative, supportive, and transitional housing specifically highlighted as under-resourced but essential.

o Key bottleneck: lack of federal commitment to stable, long-term, direct funding for municipalities to build non-market housing.

3.6. Homelessness and Housing Policy Approaches

- Call for:

o Massively scaling non-market housing.

o Strategic use of supportive housing, cooperative models.

o A “Housing Secretariat” (as proposed in NDP leadership campaign) to serve as a one-stop clearinghouse for tackling bottlenecks and allocating funds efficiently.

o Critique of federal policy that relies on leveraging “private capital” rather than making direct public investment.

3.7. The Federal-Municipal Relationship

- Repeated calls for:

o Long-term, predictable, and stable federal funding (citing Jack Layton’s achievement of gas tax transfer for transit as a model).

o Direct flows of resources to municipalities, bypassing provincial bottlenecks.

o Recognition that, historically, “downloading” of responsibilities was not matched by fiscal resources.

3.8. Climate Emergency and Adaptation

- The “smoke season” now an annual reality due to wildfires, highlighting the direct impact and urgent adaptation needs at the municipal level.

- Praises for "Elbows Up for Climate," a municipal climate summit this week, and local innovation in climate resilience.

4. New FCM-Led Initiative: "From the Ground"

4.1. Initiative Details

- Launched by FCM CEO Carol Saab and Mayor John Taylor (Newmarket, ON).
- Seeks to build a national inventory of municipal land parcels suitable for affordable housing.
- Municipalities invited to identify and submit available land by September 30, 2026, using an easy intake form (QR code provided at conference).
- Objective: Demonstrate municipal readiness to contribute; strengthen FCM's advocacy to the federal government by providing a critical mass of actionable opportunities.

4.2. Edmonton's Example

- City identified and designated surplus public land for non-market housing.
- Achievements:
  - 600 supportive/transitional housing units across 18 sites.
  - 925 affordable units across 11 surplus school sites.
  - Numerous "deeply subsidized, mixed market and near market" affordable housing projects.
- Model presented as a replicable case for other municipalities.

4.3. Mayor Taylor (Newmarket) and the National Rollout

- Newmarket pledged two acres and expanded to 4.5 acres dedicated to housing.
- Local policies enacted to waive fees for these projects.
- Advocacy for all municipalities to join, irrespective of community size.
- Further phases:

- Potential for more capacity building, peer learning, additional intake rounds, and strategic federal advocacy.

6. Action Items

- Municipal Action:
  - Identify and submit local land parcels suitable for affordable housing to the FCM national inventory by September 30, 2026.
  - If already identified, add these parcels to the system for inclusion in national advocacy.
- FCM Secretariat:
  - Distribute subtitled, translated video of Mayor Awa's speech to all members.
  - Provide continuing support and capacity-building for local leaders on housing projects.
  - Maintain and advocate, using the assembled national land inventory, for federal commitments and direct funding.

7. Follow-up Points and Announcements

- The conversation on Canadian sovereignty, security, and community resilience is ongoing—participants are encouraged to continue discussions beyond the conference.
- Expect future communications regarding further phases of the "From the Ground" initiative and other FCM actions on housing and climate.

Date: June 5, 2026

Event: Opening Reflections and Municipal Panel on Unlocking Housing

Participants:

- Brian (Opening Remarks/Filmmaker)
- Chris Woodcock (Director, Client Development and Government Relations, CMHC)
- Stuart (Municipal Administrator, Edmonton)
- Mayor/Representative, Yellowknife, NWT
- Sarah McGinnis (City Councillor, Humboldt, SK)
- Bernard (Mayor/Representative, Rural NB)
- Additional panelists, municipal officials, and audience

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o Climate Adaptation & Housing Policy
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1. Land and Indigenous Acknowledgement

- The event opened with an acknowledgment of the traditional lands of the Nēhiyawak (Cree), Dene, Anishinaabe, Saulteaux, Nakota Sioux, and Niitsitapi peoples, as well as the Métis Nation, specifically referencing the Alesky Way S (Beaver Hillcats, now Edmonton) and District 9, Fort Edmonton Mason District.
- Recognition of FCM (Federation of Canadian Municipalities) commitment to reconciliation through relationships and tangible actions.

2. Main Topics Discussed

A. The State and Urgency of the Housing Crisis

- Noted the long-standing nature of the housing crisis, affecting low-income and marginalized communities for decades, if not centuries.
- Recent intensification because “people who never would have dreamed they’d be victims” (politically significant, higher-income groups) are now affected.
- Shift in public and political attention: moving from “how bad is it?” to “what can we do about it?”
- Emphasized the inadequacy of status quo strategies and a growing push for innovative, ambitious solutions, including an emphasis on non-market housing as key to long-term affordability.

B. The Role of Municipalities and Innovative Tools

- Municipalities possess crucial tools: permitting, land use, infrastructure planning, and local relationships.
- Public land identified as a vital, underutilized resource for affordable/non-market housing. Discussion highlighted underused assets like municipal surface parking lots.
- Encouraged municipalities to “be ambitious, to think bigger,” and to seek partnership models that reach a broader range of residents in need.

C. Overview of the Housing Accelerator Fund (HAF)

- Purpose: Federal initiative with ~$4 billion (since 2023) to incentivize municipalities to enact meaningful, at times politically challenging, reforms that enable more housing.
- Impacts: As of June 2026:
  - 240+ communities (plus Quebec) have engaged.
  - Over 1,100 policy/process reforms implemented.
  - Nearly 350,000 housing units initiated.
- Types of reforms: Zoning changes, permitting streamlining, public land use, support for non-market housing, and more.

D. Local Approaches

1. Edmonton (Stuart’s Remarks):

- Edmonton has led on several reforms:
  - Allowing backyard and basement suites (since ~2014)
  - Removing parking minimums for residential developments.
  - Successive “infill roadmaps” to modernize zoning.

- HAF application focused on:

o Increasing density around transit (Transit-Oriented Development, TOD)

o Expanding affordable/non-market housing citywide.

- Results:

o Increased non-market housing by 43% since 2019.

o Developed supports for infrastructure upgrades (e.g., connecting infill sites to mains without saddling only the “first mover” with costs).

o Disposition of surplus school sites—a new $1-sales program for affordable/non-profit housing, including construction grants (up to 40% for deeper affordability/environmental targets).

o 11 sites in process, expect 900 new non-profit, 1,300 total units.

2. Yellowknife:

- Unique land constraints despite image of vast open spaces:

o Hemmed in by lakes, rivers, contaminated/reclaimed mine sites, permafrost, and areas without piped water/sewer.

o Territorial government control over much land; excruciatingly slow to release land to city.

- $8 million (2024) HAF allocation used for:

o Community plan updates; reduction/removal of downtown parking requirements; expanding multi-unit building zones; adaptive reuse of office towers.

o Example: 70 downtown units created from an empty tower due to dropped parking minimums.

- Trilateral agreement: city provides land, territorial government manages operations, federal funding for a 50-unit social/non-market building.
- Partnership with Indigenous governments on community land and housing; funding for youth housing (~50 units with wraparound services).

3. Humboldt, Saskatchewan (Sarah McGinnis):

- Small, fast-growing (6,500 residents) rural community facing a surge in demand due to a new potash mine.
- $2.3M HAF agreement (+$226K bonus as a “top performing” community).
- Investments in “unsexy but important” basics:
  - E-permitting systems.
  - Zoning and development bylaw modernization.
  - Development levy review.
  - City-owned land strategy and sector planning.
  - Three-year tax exemption program to spur market housing.
- Emphasized struggles with limited financial leverage and negotiating power versus larger municipalities.

4. Rural New Brunswick:

- Population ~8,000; previously averaged below 10 new doors/year.
- First unlocked new housing through direct investment in land acquisition and infrastructure (municipal funds).
- Appointed a full-time “champion” to prioritize housing—critical for progress, especially with limited staff.

- Overcame cultural barriers (e.g., strong preference for single-family homes; resistance to “duplexes” and densification; fears regarding immigrant integration).

- Ownership rates high (82%); rents rising sharply ($1,500–$2,000+ per month now commonplace).

- Welcomed the HAF as the first federal program to meaningfully support rural housing objectives.

E. Overcoming Resistance and Community Engagement

- Across rural and urban contexts, entrenched opposition to higher density, “missing middle” or non-traditional forms (duplex, fourplex, etc.) remains strong.

o Edmonton: Faced public opposition, ongoing need for change management, transparency, and continual engagement post-zoning reforms.

o Humboldt: Each venture into multi-unit, non-traditional or affordable housing met resistance; council determined to find suitable locations regardless.

o Rural NB: Deep-seated cultural associations between homeownership, wealth, and status; fears of social change.

- Importance of ongoing education, evidence-based policy, and treating early pushback as part of the process.

F. Climate Adaptation & Housing Policy

- Especially acute in northern communities.

- Yellowknife: Ongoing permafrost melt, changing snow/rain patterns, and extreme temperatures directly influence infrastructure and location choices.

o New zoning and development guided by updated building codes and practical realities (e.g., only building where connected to existing, resilient infrastructure; maintaining bikeable/walkable networks despite extreme cold).

o Climate adaptation is embedded in planning—"not a political debate, but a fact of life."

3. Detailed Summaries of Significant Discussions

Federal/Provincial/Municipal Partnership Examples

- Yellowknife's social housing project: Demonstrates successful three-level partnership—land (city), operational funding (territory), capital cost (federal).
- Edmonton's surplus school sites: Shows creative asset disposition targeting long-term affordable/non-profit housing. Structure includes affordable targets and environmental performance bonuses.

Innovative Infrastructure Funding

- Edmonton's approach to infrastructure cost-sharing for infill (rather than penalizing first-mover developers) recognized as a practice worth emulation.

Land Use Challenges

- Yellowknife's detailed description of how land is hemmed in by geography, infrastructure, and regulatory hurdles underscored how "rural/remoteness" is complex—planning must adapt.

Community-specific Growth Pressures

- Humboldt: Challenge of planning for an influx that is "promised" by large employers/mines but not yet visible—need to be ready yet not over-build.
- Rural NB: Sudden recognition of housing shortfalls after decades of little-to-no growth; the culture shock of densification and rental market escalation.

Need for Political Courage and Capacity

- Importance of leadership (staff "champion," mayoral advocacy).
- Willingness to risk unpopularity and to test/monitor outcomes (e.g., new zoning forms, non-market partnerships).

- Affirmed by several panelists:“You have to do everything at your disposal… if you want housing, you need to really focus on it.”

4. Action Items

- Edmonton & Yellowknife: Continue with ongoing infrastructure and affordable housing site rollouts; monitor impacts of increased housing density on neighborhoods.

- Yellowknife: Advance vacant buildings bylaw and new tax assessment rate for vacant land; finalize passing of new comprehensive community plan (targeted by end of council term).

- Humboldt: Complete continued zoning and e-permitting upgrades; continue to leverage HAF funds for growth readiness, explore regional partnerships for cooperative housing.

- Rural NB: Maintain momentum through full-time staff focus; further densification efforts and community communications.

- ALL Municipalities:

o Ongoing engagement and education with residents regarding impacts and realities of zoning, multi-unit housing, and demographic shifts.

o Document and share lessons learned on how HAF-supported reforms impact local housing markets and community acceptance.

o Integrate climate resilience and adaptation into all new housing/infrastructure plans, especially in northern/remote regions.

5. Follow-up Points & Meetings

- Edmonton: Continue monitoring and refining post-zoning bylaw implementation; consider targeted information/engagement campaigns.

- Yellowknife: New community plan to be finalized by end-of-term; continued advocacy to territorial government for expedited land transfer.

- General: Invitation to audience and municipal peers to submit questions and engage in further discussion (20-minute Q&A scheduled).
- Announcement: Panel moderator noted a “great announcement coming after” the discussion/Q&A (content not provided in transcript—pending).
- All Pilots: Share data and experiences with CMHC, FCM, and other municipalities as HAF’s outcomes are further evaluated at national policy level.

Main Topics Discussed

A. Innovative Partnerships & Affordable Housing

- A New Model for Scaling Housing

o The sector is focused on increasing production (“volume and speed”) of affordable units with innovative and flexible agency tools.

o Emphasis on cross-sector partnerships—specifically mentioning the goal of a forthcoming deal including:

  - Private sector (finance)
  - All levels of government
  - 24 municipalities
  - A manufacturer

o Aim: Produce a significant, though yet undisclosed, number of units in a single deal.

- Role as Catalyst

o Affordable housing investments are being leveraged to drive broader innovation, particularly in modern methods of construction (MMC), such as offsite and factory-built solutions.

o Key barrier to MMC scale-up: Creating a stable project pipeline to ensure certainty for investors and manufacturers.

- De-Risking and Creativity in Projects

o Tools to “de-risk” developments (e.g., land preparation, guarantees), crucial to attracting a diverse array of investors and lowering total project costs.

o Municipal collaboration remains essential, especially for innovative building approvals and creating replicable, scalable solutions.

o However, limitations exist as municipalities do not control building codes; moving towards more replicable approaches is key.

B. Workforce & Skilled Trades Pipeline

- Present & Future Labor Demands

o “Skilled trades ready to actually do jobs” seen as a pivotal challenge for the industry.

o Long-term, multi-level project pipelines (15-25 years) are needed to justify investments in workforce training.

o The federal “Red Seal” program flagged as essential to supplying skilled trades but not sufficient alone; attention must also go to civil, architectural, estimation, and management professionals.

o Noteworthy Example: National Defence’s transparency in releasing a 25-year portfolio of required projects is cited as a best practice, allowing workforce development and industry planning.

o National Defence investments also targeted to provide dual benefits—addressing infrastructure (e.g., community centers, roads) and housing needs with the same dollars.

C. Infrastructure Challenges and Solutions

- State of Canadian Infrastructure

o $200B worth of Canada's existing infrastructure is in poor or very poor condition, necessitating urgent asset management before expanding for new housing.

o Municipalities struggle with limited fiscal levers; tax increases and development charge hikes are politically difficult.

- Expanding Investment Pie

o Need to "expand the pie" for infrastructure funding, including new investment streams and better asset management to maintain existing assets.

- Role of Natural Infrastructure

o Greater adoption of green or "natural" infrastructure (e.g., Vancouver's $1.6M rain garden solution replacing a $16M pipe expansion).

o Promoted as more cost-effective while achieving environmental co-benefits.

- Data, Planning, and Climate Readiness

o Strong consensus on embedding climate and population data in all planning.

o Communities need not only access to data but the capacity to use it for better project outcomes.

- Coordination Across Sectors

o Outcome-focused, multi-partner (government, private, non-profit/NGO) alignment is critical for effective infrastructure delivery.

o Streamlined regulatory environments and predictability are needed to attract investment and keep workers engaged.

D. Governance, Regulation, and Risk Tolerance

- Leadership & Collaboration

o The theme of collective action is recurrent: municipalities, federal and provincial governments, and the private sector must work in common purpose.

o Emphasis on “risk-tolerant leadership”—municipalities need to be willing to innovate, despite inherent risk aversion and accountability.

o Dialogue encouraged with local construction industry, as they are eager to be engaged in municipal solutions.

- Transparent, Cost-Driven Decision-Making

o Need for honest assessment and communication of true infrastructure costs—including maintenance and replacement—to support realistic long-term planning.

o Permitting processes flagged: Canada ranked second worldwide in permitting ease for certain sectors, but more could be done to streamline.

E. Investment, Funding, and New Announcements

- Launch of Local Impact Stream (Build Community Strong Fund)

o Announced by Minister Gregory Robertson (Housing, Infrastructure, and Pacific Economic Development) and Minister Eleanor Olchensky (Prairie Economic Development & Emergency Management).

o $1B out of the $6B “Build Community Strong Fund” dedicated to a Local Impact Stream supporting targeted, smaller-scale infrastructure projects (up to $1M each, non-repayable).

o Delivered via Canada’s regional economic development agencies (RDAs):

 Agencies cited as more nimble and responsive to local priorities.

o Timeline: $1B to be invested over four years.

o Focus: High-impact community projects—community centers, parks, culture facilities, climate adaptation, renovations, retrofits, etc.

- Broader Federal Programs

o Mentioned: Build Canada Homes, Public Transit Fund, Rural Transit Solution Fund, Active Transportation Fund.

o FCM's continued involvement in design and advocacy, particularly on smaller/rural communities' access.

o Commitment from federal ministers to ongoing partnership, local government empowerment, and delivery-focused action.

- Economic Impact

o The Build Community Strong Fund projected to support 42,000 jobs/year and contribute $95 billion to GDP in the next year.

3. Reflections and Optimism

- Panel Reflections on Overcoming Challenges:

o Three Keys Identified:

1. Partnerships: Strong and growing across sectors and government levels.

2. Innovation: In construction, finance, and approval processes.

3. Urgency: New, widely shared sense that urgent collective action is required.

o Sense of opportunity rooted in risk tolerance, transparent communication, and leveraging current economic and political will.

o Optimistic tone: "Take a risk. It's the most Edmonton thing you can do."

- Gratitude for Collaboration:

o Praise for municipal leaders, sector partners, and construction industry openness.

4. Action Items

- Pursue and nurture broad partnerships that include all orders of government, private, and non-profit sectors.

- Continue developing pipelines of affordable housing and infrastructure projects to support skilled trades training and investment.
- Increase use and promotion of “natural infrastructure” and climate/data-informed planning.
- Regional, provincial, and federal governments and industry to jointly seek streamlined permitting processes and more transparent cost assessments.
- Municipalities encouraged to engage construction industry early and often in planning and problem-solving.
- All municipalities urged to connect with RDAs and MPs to access new funding streams—particularly the new Local Impact Stream.
- Encourage colleagues to adopt risk-tolerant, innovative approaches, especially at the municipal level.
- Monitor and participate in FCM and federal program development and feedback processes.

5. Follow-up and Next Steps

- Anticipate further details on the large-scale, multi-partner affordable housing deal (with municipalities, private sector, and manufacturer) “in the coming weeks.”
- Amy Coney announces ongoing roll-out and support for accessing new federal program streams.
- Upcoming workshops, study tours, and sessions in the Green Municipal Club (immediately following, per schedule).
- Next Steps:

o Details on the new housing partnership deal expected within weeks.

o Roll-out of new and existing infrastructure and housing funding streams by regional development agencies in the “days, weeks, and months ahead.”

Additional Notes

- Urgent context: Affordability, climate, and labor challenges “impacting every single one of your communities.”
- FCM continues to advocate for simpler, more accessible federal funding for all municipalities—especially rural/smaller communities.
- Strong call for ongoing dialogue and collaboration at all levels to “move the moment” and deliver on national infrastructure and housing goals.

1. HR & Career Development Report

o Recap of initiatives promoting employee growth and engagement.

o Emphasis on the strategic focus: enhancing performance and leadership to drive necessary culture shift in support of FCM's long-term objectives.

o The HRC report concluded without questions from attendees; no further vote or action required.

o Public thanks extended to Karen and the HR Department.

2. Resolutions Report (Third Vice President Mark)

o Overview of Board discussions and responses during the past year, focusing on municipal issues relevant to Canada’s local governments.

o Examples of key advocacy activities:

- Urgent appeals for federal action on missing and murdered Indigenous women, including dedicated funding and improved coordination.
- Support for Canada’s agricultural sector in response to retaliatory tariffs, particularly affecting products like Canola.

- Calls for sustainable federal funding to aid small rural water systems amid rising costs and regulatory demands.
- Advocacy for modernizing income support thresholds for veterans to align with current cost of living.

o Adoption of six new resolutions:

1. Strengthening vehicle safety standards against excessive headlight glare.

2. Federal action on softwood lumber disputes, Canadian procurement, and market support.

3. Pan-Canadian response to mental health, addictions, and homelessness—requires all government levels.

4. Federal-local defense partnership: investments in infrastructure, housing, and community resilience.

5. Reversal of closures at federally-operated agricultural research and development centres.

6. Updates to Canada's Small Business Financing Program to support local businesses and economies.

o Contact information for resolutions questions provided.

o Thanks given to SCM staff for support throughout the annual conference and board meetings.

o No questions arose regarding the resolutions.

3. Elections Committee Report (Chair: Randy Golden)

o Due to the absence of a past president, Randy was appointed Chair.

o Acknowledgment of staff and board members for ensuring transparent and accountable elections.

o Key election policy updates:

- Municipal/affiliate members must confirm travel expense coverage for board meetings.
- Removal of scrutineers due to successful electronic voting.
- Ban on all campaign donations or sponsorships, including in-kind.

o FCM Board Composition:

- Up to 74 elected and appointed municipal officials from various regions.
- Transition in line with 2024 AGM decision: moving to staggered, two-year terms.
- This year: Directors from Quebec and Prairies/Territory elected for two-year terms.
- Atlantic, Ontario & British Columbia directors are midway through their terms; next election for these regions in 2027.
- 18 director seats designated for affiliate (provincial & territorial) associations.

o Thanks extended to director candidates and voters.

o No questions were raised.

4. Election of FCM Table Officers

o Announced slate of incoming officers for 2026-2027, all elected by acclamation:

- President: Councillor Tim Tierney (City of Ottawa, Ontario)
- 1st Vice President: Kathy Valentino (Thompson, Manitoba; President, Association of Manitoba Municipalities)
- 2nd Vice President: Mayor Marc Dorre (City of Dorval, Quebec)
- 3rd Vice President: Councillor Amy Cody (Grand Falls-Windsor, Newfoundland and Labrador; President, Municipalities Newfoundland and Labrador)

- Immediate Past President (appointed, not elected): Councillor Rebecca Bly (Vancouver, BC; appointment made at June 1 Board meeting)

o No floor nominations accepted due to bylaw stipulations.

o Candidates for table officer positions confirmed as of May 17, 2026.

5. Remarks from Incoming Vice Presidents

o Kathy Valentino stressed the need to address social media harassment and anti-government sentiment faced by elected officials, encouraging peer support, patience, grace, and kindness in a challenging political climate.

o Marc Dorre expressed gratitude to Edmonton for hosting, reflected on the rewarding nature of his role, and praised staff and colleagues.

o Amy Cody thanked supporters for their trust, committed to serve with integrity and collaboration, and invited all to Newfoundland and Labrador's provincial night at the next AGM in Halifax.

6. Motion to Approve Table Officers

o Moved by Randy Golden, seconded by Patty Cuttle.

o No discussion; motion was adopted, confirming election of officers for 2026-2027.

7. Outgoing Remarks from Immediate Past President

o Rebecca Bly recognized contributions of past presidents, acknowledged personal growth and legacy, and looked ahead to supporting new President Tim Tierney.

o Mention of a tradition set by Tierney: FCM-themed tattoo.

Additional Notes & Schedule Reminders

- Quebec members to convene for provincial elections during the recess in Room 7-8.
- All board directors (continuing and newly elected/appointed) to attend 12:30 regional caucus meetings to elect caucus chairs and vice chairs (directors only).
- Part two of the AGM resumes at 1:30 pm with President Tim Tierney's inaugural address and ratification of the 2026-2027 Board of Directors.
- Quick break scheduled before the morning political keynote; attendees advised not to leave the main stage area for more than five to seven minutes.

Key Dates and Times

- May 17, 2026: Table officer nomination deadline.
- June 1, 2026: Board appointed immediate past president.
- June 7, 2026: AGM, election of table officers, regional caucus meetings (12:30), part two of AGM (1:30).

Action Items and Follow-ups

- Directors to attend regional caucus meetings at 12:30.
- Quebec members to gather in Room 7-8 for provincial elections.
- All attendees encouraged to join President Tierney’s inaugural address at 1:30.
- Attendees invited to Halifax for the next AGM.

General Atmosphere

- Strong sense of gratitude and camaraderie among members and officers.
- Emphasis on collaboration, peer support, and adapting to challenges facing municipal leaders.
- A celebratory and supportive tone throughout the transitions and elections.

Elizabeth May Keynote:

, Leader of the Green Party, receives an enthusiastic introduction highlighting her candid speaking style and reputation for supporting municipal leaders.

2. Canadian Unity and Federalism

- May strongly reemphasizes the importance of national unity, specifically urging Alberta to remain within Canada:
  - "Team Canada requires that we're all together now."
  - Uses humor and audience interaction to highlight unity.
- Discusses parallels and differences between Canadian and U.S. constitutional frameworks, expressing concern about political turbulence in the United States and gratitude for Canadian stability.

3. The Role of Municipalities and Intergovernmental Relations

- Elizabeth May highlights the crucial, often under-recognized, contributions of municipalities to Canadian well-being.
- Advocates for predictable, stable federal funding for municipalities to address issues like water and wastewater infrastructure, noting it is unfair for this burden to fall solely on local governments.
- References positive analysis by the Parliamentary Budget Office on the Green Party's fiscal platform, including measures like financial transaction taxes.

4. Proposal for Intergovernmental Reform

- Suggests adapting the "Council of Australian Governments" model for Canada:

Envisions federal, provincial, municipal, and Indigenous leaders meeting regularly to reach consensus and tackle shared policy challenges, including transportation and infrastructure.

o Emphasizes in particular the needs of rural Canada, reflecting on her own rural roots.

5. Climate Change: Local Impacts and the Need for Preparedness

- Highlights that local governments are on the front lines of climate crises:

o Cites the 2021 BC heat dome (619 deaths, nearly affected her stepdaughter) and 1987 Edmonton tornado (27 deaths, 300 injured) as key examples.

o Stresses the need for proactive adaptation, learning from past disasters (e.g., lack of tornado shelters after 1987).

o Discusses challenges of responding to and preparing for extreme weather events—fires, floods, hurricanes, heat waves.

o References the emotional trauma experienced by survivors and communities.

- Urges for faster, better-resourced partnerships across all government levels and first responders.

o Says it's inadequate to wait for disaster relief after events; prevention and preparation must be priorities.

- Notes Canada is warming faster than the global average and is currently unprepared for coming climate risks, especially with another El Niño summer predicted.

6. Housing Policy Critique

- Critically discusses Bill C-20 (Build Canada Homes Act):

o Points out redundancy, as it simply establishes a new crown corporation similar to what already exists (e.g., CMHC).

o Acknowledges Alberta's leadership in housing starts.

- Expresses uncertainty about how to vote on the bill, invites audience input.

7. Reflections on Federal Leadership

- Reflects on how the Prime Minister's Office (PMO) has changed under successive Canadian leaders from Mulroney to the present.
- Describes current government as especially centralized and "unlike any before"—jokes about the potential for a future "Netflix series" on Canada's current political climate.
- Calls for greater partnership with municipalities and for reform to allow for more effective intergovernmental collaboration.
- Emphasizes the importance of supporting local leaders facing challenging circumstances.

8. Closing Remarks and Offers of Support

- May reiterates support for FCM and municipal leaders, offering her assistance in navigating federal systems or advocating with federal ministers.
- Reaffirms appreciation for the vital role of municipal governance.

Key Dates & Figures Referenced

- June 7th, 2026 – Date of keynote.
- Heat Dome in BC (2021): 619 deaths in 4 days, 50°C in Ashcroft.
- Edmonton Tornado (1987): 27 deaths, 300 injuries, $1 billion damage.

Municipalities Driving Canada's Global Economic Engagement

Summary

Introduction of Plenary Panel

- The panel is organized by SCM's international team.
- Panelists represent a mix of Canadian municipal leaders:

Moderator: Courtney Walcott, founder at Civic Society, partner at Civic Action Lab, and former Calgary City Councillor.

Trish Mandel, Councillor from Whitman, British Columbia.

Michelle Poyot, Mayor of Timmins, Ontario and President of SFDS Selling Park.

Andy Zona, Mayor of Halifax, Nova Scotia.

- Focus: Exploring the vital role of municipalities in Canada's global economic engagement.

- Main Topics Discussed

1. Role of Municipalities in Global Economic Engagement

Municipalities are deeply affected by international trade, business, and investment, as much of this activity is hosted, facilitated, and planned at the local level.

Despite their central role, municipalities often feel excluded from federal-level global trade policy discussions.

Recent survey (by City of London, Ivey School of Business at Western University, and SCM) showed local governments are feeling pressures from US trade disruptions but struggle to voice the complexity of these impacts and to secure a seat at federal policy tables.

2. Challenges of Exclusion from Federal Decision Making

Municipal leaders often host and plan for foreign investment and trade events yet lack direct participation in national policy conversations.

The disconnect becomes apparent when major project announcements occur: federal representatives' involvement ends after the announcement, leaving municipalities to manage follow-up and implementation.

Local governments act as the "barometer" for their communities, having first-hand insight into needs and impacts.

3. Need for Greater Municipal Involvement

Importance of municipal representation at policy-making tables emphasized—"if you're not at the table, you're on the menu."

Small and medium-sized municipalities need to showcase opportunities beyond Canada's largest cities, so global partners recognize the diversity of Canadian locations.

Local stories and unique potential often lack channels for international exposure.

4. Economic Development and Infrastructure Readiness

Federal ambitions—such as on trade, defense, or immigration—ultimately manifest at the local level, and municipalities must ensure the infrastructure (transit, housing, transportation) is prepared.

Infrastructure investment and readiness are imperative to match federal and global ambitions.

5. Innovation and Advocacy

Emphasis on thinking outside the box regarding local economic development and storytelling.

FCM (presumably the Federation of Canadian Municipalities) is recognized as a champion for municipalities, helping engage and advocate at higher levels, but more proactive participation from all municipal leaders is necessary.

- Additional Notes

- The conversation previewed deeper dives into data and reporting, especially the difficulty municipalities face when trying to quantify and communicate local impacts of global economic activities.

- Action Items / Follow-ups (Implied)

- Municipalities should seek more active roles in federal policy forums concerning global trade and investment.

- Increased advocacy and innovation at the local level, both to inform federal policy and to attract international attention to diverse communities.

- Continued discussion on tools and methods for translating local experiences and impacts into actionable feedback for higher levels of government.

- Relevant Dates and Context

- The session occurred the morning of June 7, 2026.

- References to recent events: Big City Mayor's Caucus, preparation around Canada Nickel Company project in Timmins.

This session framed municipalities as pivotal yet underrepresented players in shaping and sustaining Canada's global economic participation, emphasizing both the challenges and opportunities that arise when local governments seek a stronger voice on the international stage.

Navigating Local Leadership Amid Global Trade Pressures

Summary

The discussion centers on the evolving pressures faced by local government officials, particularly city councillors and mayors, in the context of shifting global and local trade dynamics.

- Local governments have been able to pivot to local suppliers amid broader national administrative changes, though challenges remain.

- There is recognition that the pressures experienced at the municipal level are complex and extend beyond mere administrative or cultural shortcomings.
- The core responsibility of local leaders is reframed as fostering community confidence, requiring them to navigate both local and global economic pressures.
- Global trade environment shifts may not immediately impact municipal balance sheets, but their effects eventually reach local governments.
- Efforts are being made to prioritize local purchasing, with rules changing to support "buy Nova Scotia first" and "buy Canada first" initiatives. However, practical limitations sometimes necessitate sourcing products internationally (e.g., body worn cameras for peace officers).
- Despite these challenges, the trend is towards a more robust buy-Canadian model.
- The conversation concludes by emphasizing the importance of these buy-local policies at both the municipal and broader corporate levels.

Municipal Innovation Driving Canadian Economic Growth

Summary

Detailed Summary of Panel Discussion – June 7th, 2026

Attendees

- Panel of municipal leaders from Canadian cities (including Coquitlam, Halifax, Timmins)
- Moderators and audience (primarily from municipal government and associated stakeholders)
- Representatives from FCM (Federation of Canadian Municipalities)

Main Topics Discussed

1. Disconnect Between Government Levels and Policy Contradictions

- Discussion centered around how local governments often feel disconnected from provincial and federal government policies, particularly when these policies contradict one another.
- Residents look to local leaders for solutions, but policy barriers can impede progress.
- The need for local governments to innovate, act as change managers, and take initiative rather than simply pointing to higher levels of government.

2. Innovative Local Economic Development Initiatives

Coquitlam Example

- Historically lacking in major resource industries (e.g., mining), Coquitlam must be especially innovative.
- Pre-COVID plans for trade missions (e.g., to South Korea) to attract anchor businesses.
- Realization: municipal policies must welcome businesses. Specific example provided: A BC company spent $1M trying to establish a facility but failed due to inflexible policies ("red tape").
- Recent case: Adjusted zoning/parking requirements to fill empty office space in industrial areas, demonstrating pro-business flexibility.
- Importance of consistency and clarity in policy for business attraction.

Timmins Example

- Conducted an evaluation of their external economic development corporation; determined it was not closely enough aligned to council priorities.
- Brought economic development back in-house, resulting in closer alignment with planning and development.

- Asset mapping conducted: Identified broad international engagement via mining sector, workforce diversity, and participation in global trade (e.g., numerous international mining connections).
- Discovered additional assets such as involvement in aerospace/space sector: Canadian Space Agency balloon base, Telesat operations, and ongoing rocket launches.
- Upcoming Canadian Mining Expo in Timmins to host global delegations (e.g., from Tanzania, Finland).

Halifax Example

- Historical under-recognition now giving way to major defense and economic opportunities.
- Chosen by NATO as North American HQ for DIANA (Defence Innovation Accelerator for the North Atlantic), bolstering defence, aerospace, and tech sectors.
- Boasts the greatest concentration of military assets and DND personnel in Canada.
- Infrastructure and governance built for a city half the size; now strained by rapid growth and new national responsibilities.
- Referenced the “Stockdale Paradox” (unwavering optimism together with clear-eyed realism about current challenges).
- Housing supply a major issue: need for 70,000 new units in the next 5–6 years, but bottlenecks in approvals, supply chains, and labor.
- Emphasis on the urgency to modernize and speed up city systems without sacrificing long-term planning.

3. Strategies for Seizing Global Opportunities

- Timmins: Focused on being ready (well-developed community profile, infrastructure and housing planning, skills development links, bilingual workforce, and building international relationships).

- Coquitlam: Emphasized strength through regional collaboration and leveraging programs like those offered by FCM. Encouraged active outreach for business development, especially for small and mid-sized communities.

- Halifax: Outlined a clear “why/what/how” structure. Needs:

o Solve congestion and build affordable housing.

o Accelerate infrastructure projects and rezoning.

o Maintain affordability and ensure inclusive economic growth.

o Secure increased federal funding via special mechanisms suited to “defense communities.”

o Pursuing funding from programs like the Canada Infrastructure Bank, Canada Housing Infrastructure Fund, Build Canada Strong Fund, and courting pension fund investment.

4. Role of Municipalities in National and Global Economic Systems

- Regardless of scale, all municipalities now operate as participants in global economic systems, tasked with both convening stakeholders and advocating for local needs.

- New funding models and investments from higher government levels frequently "land on the plate" of municipalities, requiring them to rapidly adapt to global pressures (e.g., foreign direct investment, workforce globalization).

5. Moving Forward: Future Readiness (2–3 Year Outlook)

- Focus on:

o Deep self-knowledge (community profiles, asset mapping, cultural strengths).

o Being prepared with pitch documents and community data for visiting investors.

o Building regional collaborations, particularly important for smaller communities.

o Developing “convening” capacity—inclusive stakeholder discussions that foster economic growth.

o Planning for and meeting immediate infrastructure and service needs (housing, utilities, workforce, transit).

Key Discussion Points (with Notable Quotes & Examples)

- “Gone are the times that we as local government continue to point to the province…what change are we making?”
- Example of business blocked by red tape after investing $1M—highlighting a direct call for policy flexibility and business-friendly procedures.
- Coquitlam’s decision to alter zoning/parking for a new office development to avoid wasted real estate and encourage immediate business uptake.
- Halifax's infrastructural bottlenecks: “Our infrastructure and experience, governance systems are built for a city half our size moving at about half the pace.”
- Timmins’ asset mapping as a model for smaller communities: engaging in international trade and leveraging unexpected assets (space and mining synergy).
- All panelists emphasized proactive, forward-looking planning and a willingness to say “yes” to opportunity, even if not all details are ready in advance.

Action Items

1. Review Local Policies for Barriers to Business Entry

o Conduct audits to identify and remove “red tape” that deters or delays new business investment.

- Adjust policies for flexibility to attract global business, including zoning and permitting processes.

2. Strengthen Regional and Multi-level Government Collaboration

- Actively seek partnerships with neighboring communities and higher orders of government.
- Regularize staff and political leadership meetings across jurisdictions.

3. Develop and Update Community Profiles and Pitch Materials

- Prepare and maintain up-to-date information on infrastructure, housing, workforce capacity, and cultural/community strengths.
- Use these materials to attract and respond to investors and visiting delegations efficiently.

4. Asset Mapping and Synergy Identification

- Map existing economic, educational, and labor assets to identify global linkages and local strengths.
- Foster connections between sectors (e.g., mining and aerospace).

5. Advocate for Infrastructure Funding Tailored to Community Needs

- Pursue special funding streams for unique challenges (e.g., defense-related growth).
- Engage with programs like the Canada Infrastructure Bank and Build Canada Strong Fund.

6. Prepare to Host and Convene Stakeholders

- Build municipal capacity for convening international delegations, events, and cross-sector partnerships.

Follow-up Points & Forthcoming Events

- Canadian Mining Expo in Timmins (next week) with international delegates (notably from Tanzania and Finland).
- FCM Conference Programming:

o AGM and PEN ceremony at 1:30pm, followed by the inaugural speech from the new FCM President.

o Board ratification at 2:00pm.

o Closing plenary featuring Zita Cobb, with Carol Saab introducing.

- Next FCM Conference: Planned in Halifax next year.

Final Reflections from Panelists

- Collaboration across orders of government is critical to meeting unprecedented challenges.
- Municipal infrastructure is economic infrastructure—should be fully integrated in economic development advocacy.
- Intersectionality: Housing, labor, infrastructure, and economic development must be pursued together.
- Internationalization is already underway—every multicultural initiative and welcoming effort is part of building global economic attractiveness.
- Smaller and rural communities should leverage existing networks (e.g., FCM), engage in asset mapping, and realize that even small, local actions are part of broader international development processes.
- The work ahead will be ongoing and requires intentionality, adaptability, and unity.

Satellite Connectivity and Emergency Services: Panel Discussion Summary

Date: June 6, 2026

Event: FCM/Municipalities Conference

Panel Host: Ryan Dunn, Vice President of Government Affairs, Rogers Communications

Attendees & Panelists

- Ryan Dunn – Rogers Communications, VP of Government Affairs
- Joe Zatelmi – Alberta Emergency Management Agency
- Tom Abraham – Rogers, Senior Manager (Business)
- Alexander Brock – Rogers, Head of Technology Strategy, Innovation, and Partnerships
- Audience: Municipal officials, first responders, local government representatives

Main Topics Discussed

1. Introduction: Context & Logistics

- Rogers has been a major sponsor of FCM for 5–6 years.
- Ryan set the stage: focus on satellite technology applicability for municipalities and rural areas.

2. Satellite-to-Mobile Technology: An Overview

a. Definition and Background

- Satellite-to-mobile: Not new; satellite phones have existed for decades, but older models are costly, heavy, slow, and proprietary.
- Key Innovation: Direct device connectivity: Cell phones and IoT devices can now connect directly to satellites (specifically low Earth orbit/LEO constellations) without hardware changes.
- Technology milestone: 7 years of R&D by Rogers and partners; emphasis on standards compliance and device compatibility.

b. How It Works

- Satellite acts as a “cell tower in the sky”; mobile devices connect as if terrestrial.
- Satellite constellations orbit between 350–500 km altitude, requiring advanced coordination for seamless connectivity.
- Direct-to-device now supports conventional phones and a broad range of IoT devices (e.g., sensors for infrastructure, environmental monitoring, equipment tracking).

c. Coverage & Capabilities Today (as of June 2026)

- Current coverage: ~98% of Canadian population via terrestrial networks; only 18% of landmass.
- Satellite service already covers 50% of landmass (including out to 12 nautical miles offshore).
- Service capabilities:

o Messaging: Text including SMS and enhanced messaging (with support for Android/iOS standards and apps like WhatsApp, Google Maps).

o Critical alerting: Emergency alert system/Alert Ready on satellite, including text-to-911 for first responders.

o IoT: Direct connection for machine-to-machine (M2M) applications (e.g., pipeline, wildfire, and equipment monitoring).

d. Launch Timeline and Early Use Case

- Beta Launch: July 15, 2025; commercial launch a few months later.
- Immediate impact: Within week one, first responder successfully located and rescued a hiker in Northern Quebec after texting 911 post-injury; real-time location shared via satellite.

3. Value and Use Cases for Municipalities

a. Emergency Management

- Redundancy beyond radio and terrestrial cellular ensures continuous communications during infrastructure failures (e.g., power outages, disasters, tower downtime).
- Not all emergency departments are on province-wide radio systems; satellite fills gaps for sidelined or unconnected users.
- Example: Alberta's B25 responders radio system—satellite can add critical redundancy, especially in challenging terrain or infrastructure-damaged situations.
- Example: Nova Scotia storms—Rogers temporarily enabled satellite coverage for all residents, regardless of provider, to ensure emergency communications.

b. Critical Infrastructure and Rural Use Cases

- Remote sensor monitoring (e.g., pipelines, unmanned buildings).
- Lone worker safety in zones without cell service (forests, lakes, rural sites).
- Automatic vehicle management (e.g., fleets, municipal maintenance/Snowplows) with seamless failover from terrestrial to satellite via partnerships (e.g., Geotab).
- Livestock tracking via IoT-enabled collars (e.g., Holter for cattle).

c. Citizen Benefits & Safety

- Emergency alerting and two-way communication available to all citizens in covered areas – not limited to subscribers.
- Enhanced public safety during events disrupting normal networks (storms, wildfires, grid failures).

d. Long-Term Impacts

- Real-time situational awareness: Accelerates disaster response, enables better strategic and tactical deployments (addresses communication gaps at critical incident scenes).

- Cost-conscious deployment: Satellite supplements, not replaces, terrestrial—used where population or economics make towers infeasible (remote neighborhoods, acreages, highways).

- IoT enablement: Prolongs usable life of existing field devices by interoperating with satellite via software/firmware rather than hardware swap.

4. Technology Evolution & Roadmap

a. Next 12–24 Months and Beyond

- Existing: 624 satellites; next-generation: 1,200 to 5,000 satellites for greater capacity, smaller targeted “cells,” and penetration north of 58th parallel.

- Upcoming features:

o Standard voice call support: Native calling (including 911).

o Higher data rates: More data-intensive apps (live data, video streaming, etc.).

o Better coverage targeting: Finer cell granularity for “surgical” coverage in emergencies.

- Aim: Cover currently underserved northern Canada (with additional constellations for true Arctic reach).

b. Implementation Questions for Municipal Decision-Makers

- Where are the practical gaps in current coverage?

- Does it make sense to fill all gaps with towers, or use satellite in low-density, high-cost areas?

- How to modernize/streamline legacy systems, reduce fragmentation (multiple vendors, disparate applications) using integrated platforms (e.g., Geotab for fleet, sensors)?
- Difference between satellite broadband (for fixed locations) and direct-to-device (for people and moving assets).
- Plan for redundancy and failover: “All eggs in one basket” is not viable; partnerships and layered solutions are essential for public safety.

5. Municipal Feedback and Q&A

a. Localized Coverage Concerns

- Several representatives (from New Brunswick, Nova Scotia, Ontario) highlighted persistent issues with inconsistent, unreliable cellular coverage in both rural/remote and even semi-urban areas.
- Concerns over impacts to economic development and safety (especially with tourism and large upcoming events).
- Some users in SW Ontario reported reduced cell service quality after summer 2025; feedback requested urgent follow-up and engagement.

b. Consumer and Regulatory Issues

- Questions raised on service reliability, billing for unreliable coverage, and industry regulation/protections for consumers.

c. Roaming and International Access

- Satellite-to-mobile currently available for some US-Canada reciprocal roaming (T-Mobile partnership); global/international roaming expansion planned but underway.

d. Partnerships and Government/Agency Integration

- The panel acknowledged the importance of public-private partnerships, standards-based technology, and interoperability with government observational resources (e.g., Radarsat).

e. Direct-to-Device Coverage Experience

- Some areas, despite being relatively close to urban centers, reported inability to connect to satellite services even with modern devices. Rogers undertook to follow up directly for investigation and resolution.

Action Items

1. Follow-up with Municipalities Reporting Service Issues:

o Rogers to connect with specific municipalities (e.g., Blue Mountains, Victoria County/Cape Breton, New Brunswick) on reported degraded coverage and satellite service difficulties.

o Investigate recent coverage changes and device issues.

2. Engagement with Regional Planning Bodies:

o Rogers representatives to participate in upcoming SWIFT (Southwestern Integrated Fibre Technology) AGM and regional connectivity roundtables.

3. Municipal Committee Collaboration:

o Continue dialogue with New Brunswick's multi-municipality committee on cell coverage ahead of major 2029 events.

o Open invitation for further meetings and collaborative planning.

4. Clarify and Communicate Service Access:

o Ensure municipalities and constituents are informed about obtaining eSIMs, device compatibility, and non-Rogers access to satellite messaging (especially for emergency use).

5. Explore Deeper Partnerships for Search and Rescue:

o Rogers to consider formal collaboration with Canadian Space Agency and other government agencies for integration of observational (e.g., Radarsat) and communication satellite resources in SAR operations.

6. Regulatory and Consumer Protections:

o Clarify company positions and processes for service outages, consumer recourse, and proactive customer communication.

Follow-up & Next Steps

- Further meetings and direct technical follow-ups planned with affected municipalities/regions.
- Ongoing communication about rollout timelines for next-generation satellite features (voice, higher data, northern reach).
- Rogers to join/engage with municipal technology committees and broadband boards to align deployment with local needs.
- Continue to advocate for redundancy in municipal emergency communications architectures.
- Maintain an open channel for municipalities to raise new coverage issues as they arise.

Notable Figures & Milestones

- Coverage today: 98% population (terrestrial), 50% landmass (satellite), up to 12 nautical miles offshore.
- First major rescue: Week of July 15, 2025 launch, enabled by direct-to-device satellite 911 texting.
- Localization accuracy: First successful rescue located with accuracy within 6 meters via satellite.

Smoky Lake Agricultural Society

June 8th

Jered Serben

- Storage shed construction begins
- Financials, clean
- Not successful with large stream grant funding. Will apply for small stream grant funding in the Fall
- Dehumidifier wiring completed, waiting on 4J Mechanical for fitting installation
- Corb Lund Concert August 1st at the Nutrien Ag. Center
- Raffle draw August 1st, Grand prize of $15,000
- Dressing rooms, ice plant improvements
- Eaves cleaning
- Washroom floors re done, completed
- The executive do incredible work for the community through the Ag. Society. Volunteers are the back bone of recreation within the County.
- Bruce Chern requested a letter of support for the current unofficial group to become an official not for profit club, so they can continue the exploration of a curling rink addition on to the Nutrien Ag. Center.

Native Bee Conservation and Habitat Workshop

Jered Serben

Summary

Detailed Summary: Native Bees Workshop

Date: June 10, 2026

Facilitator: Entomologist (Master's from University of Alberta)

Main Topics Discussed

1. Introduction: Importance and Diversity of Insects and Native Bees

- More than half of all known animal species are insects; about 30% are beetles.
- Insects, especially bees, are critical pollinators and decomposers.
  - 70% of flowering plants require insect pollination.
  - Many insects also serve as natural pest controllers (e.g., yellow jackets feed on caterpillars/aphids).
- Economic and ecosystem values underscored.

2. Gaps in Knowledge and Conservation

- Vast underrepresentation in conservation assessments:
  - Less than 1% of insect species have been assessed for conservation status.
  - In contrast, all bird species are assessed.
- Insects receive less than 1% of conservation funding, despite their abundance.
- Native bees in Alberta:

- 375 recorded species (more than double all the mammal, fish, reptile, and amphibian species in the province combined).
- Only 30 are bumblebees (well-known), rest are solitary bees.
- Five non-native/introduced bee species present (including honeybees and managed bumblebees).

3. Native vs. Non-Native Bees: Key Differences & Challenges

- European Honeybee:
  - Only one honeybee species used in North America, originally from Europe/Africa.
  - Introduced and managed by humans—no native honeybees in North America.
  - Large colonies (up to 50,000)—outcompete native bees for floral resources.
  - Huge agricultural importance, but create conservation concerns for natives.
- Solitary/Native Bees:
  - Vast majority are solitary; only bumblebees have small colonies (100 individuals or fewer).
  - Unique nesting, foraging, and resource needs.
  - Outcompeted and exposed to disease by managed bees.

4. Threats to Native Bees

- Habitat Loss: Major global driver of animal decline. Conversion of native habitat for development.
- Pesticide Exposure: Sublethal effects, disrupts colony function and navigation.

- Pathogens and Disease:

o Spread via movement of managed bee colonies (honeybee and bumblebee industries).

o Diseases such as cornwave virus now found in wild bee populations.

- Competition and Invasive Bees:

o Non-native bumblebees (like eastern bumblebee in greenhouses) establishing in the wild, out-competing native species.

5. Monitoring and Research Initiatives

- Alberta's Provincial Bee Monitoring Program:

o Runs every five years: 2018, next in 2024 (delayed by COVID).

o Sample sites grew from 112 to 147 with doubled observations.

o 15 new bee species recorded in Alberta via recent surveys.

- Data informs region-specific bumblebee ID guides, distributed to attendees.

6. Fun Interactive Identification Exercise

- Differentiating between bees, wasps, and mimics (e.g., hoverflies).

- Emphasized that not all bees are yellow/black and fuzzy; many are green, red, hairless, or small.

7. Bumblebee Biology and Life Cycle

- 30 bumblebee species in Alberta.
    - Four federally protected (endangered)—increased protection from development.

- Annual cycle: Queen emerges in spring to found colony, raises first brood alone, then becomes full-time egg-layer. Colony dies in autumn, only new queens overwinter.
- Overwintering queens benefit from leaf litter—recommendation not to rake leaves to support bee survival.
- Bumblebee nests differ from honeybees: “honey pots” rather than hexagonal cells.

8. Major Bee Families in Alberta

- Apidae: Bumblebees, honeybees, longhorn/solitary bees.
- Megachilidae: Leaf-cutting bees—distinctive leaf circles and hairy-bellied pollen carriers, nest in tubes.
- Halictidae (Sweat Bees): Varied color, some metallic green, often drink sweat for salt, range from tiny to small.
- Andrenidae (Mining Bees): Nest in ground; include smallest provincial species (Perdita).
- Colletidae (Plasterer Bees): Line nests with plastic-like saliva; nest in ground or hollow stems.
- Melittidae (Oil Bees): Only one species; highly specialized, endangered associated bee species discovered in Elk Island National Park.

9. Native Bee Conservation: Habitat and Planting

- Planting native flowers sustains bees—co-evolved plant-pollinator relationships, matching nutrient requirements.
- Website offers a “Wildflowers for Alberta Bees” list, including bloom periods and attributes supporting cavity nesters.
- Alberta Invasives guide provides alternatives to invasive plants.

10. Landscape Practices for Bee Support

- Importance of providing both food (flowers) and nesting habitat (bare soil, dead wood, hollow stems).
- Avoiding harmful landscaping choices:

o Replace lawns with pollinator habitat (even just 1 square meter makes a difference).

o Minimize/restrict pesticide use, especially during flower bloom.

o Avoid systemic insecticides (neonicotinoids) where possible.

o Allow for some bare soil and deadwood; minimize impermeable weed barriers to facilitate ground nesting.

- Solitary Bee Hotels: Need cleaning or replaceable tubes to avoid disease/parasite buildup. Depth must be sufficient for sex ratio (female eggs deeper), or else only males produced.

11. Hands-On: Bumblebee Nesting Boxes

- Designed to accommodate up to 100 bees (colony size).
- Special entrance-hole dimensions to exclude rodents/birds.
- Earliest recommended deployment: May long weekend (mid-May). Colonization likely by July; report occupation by fall (October).
- Nesting material: Raw cotton preferred (can be purchased), or pet rodent bedding (short, resistant fibers).
- Colonization rate about 1 in 4 per year; not unusual for boxes to remain unused initially.
- Submit data on box occupation/location via the program's website for citizen science monitoring.

12. Practical Assembly Instructions

- Review of contents: wooden panels, hinges, screws (long and tiny), safety gear, drill bits.
- Assembly steps enumerated: four walls and base first; attach (rectangular) lid with hinge; drill entrance hole; insert nesting material.
- Encourage slightly imperfect fit (for airflow).
- Weatherproofing options: acrylic paint or plastic cover; half-sun, wind-sheltered placement recommended.
- Ground placement ideal; slightly raised placement discourages ants; no need for full burial.
- Cleaning protocol: replace nesting material if bees were present; avoid disturbing occupied boxes. Unused boxes just need occasional tidying.

Action Items

1. Deploy Nesting Boxes

o Assemble as per instructions; place in habitat areas from May–July for best colonization.

o Weatherproof boxes within 24–48 hours of painting.

o Use appropriate, safe nesting materials.

2. Monitor and Report

o Record if (and where) nest boxes are colonized throughout the season.

o Report data by fall (from October onwards) at the project website for research contribution.

3. Habitat Support

o Plant native flowers, refer to the top 12 list for Alberta bees.

- Maintain some leaf litter and bare/uncovered soil patches for nesting.
- Minimize/avoid use of pesticides, especially during flowering periods.
- Avoid or manage use of bee hotels with best practices.

4. Community Engagement

- Sign up for quarterly newsletter for updates and further education.
- Follow organization on social media or via website for resources.

5. Box Care & Maintenance

- Clean and refresh boxes yearly if used.
- If colonized boxes are no longer needed, consider donating them back for outreach.

Follow-up

- Next provincial monitoring round: 2024 (delayed due to COVID; now ongoing/growing in scope).
- Ongoing opportunity to participate as a citizen scientist via box reporting.
- Invitations to subscribe to newsletter and further educational events.
- Open offer to contact the facilitator/team for bee identification, further entomological questions, or additional information about native bees and habitat support.

Regional Fire and Rescue Services Committee

June 12,2026

Jered and Lorne

1.1. Background & Current Policy

- The chart in discussion previously suggested fire suppression cost appeals go to Smoky Lake County Council, but concerns were raised about the impartiality of council involvement, especially in future councils that may not be as reasonable.
- SDAB (Subdivision and Development Appeal Board) structure considered as a model: all members are public-at-large, no council involvement.

1.2. Structure and Membership of Appeal Committee

- Proposal for creating an at-large committee for fire suppression appeals with its own set terms, revisited annually.
- Other municipalities send appeals directly to court when fines are appealed, especially when fines are capped/non-negotiable.

1.3. Timing and Expedited Decisions

- Current bylaw requires appeals to come to the next council meeting, but this could delay decisions if committees are interposed.
- Discussion on whether the new $15,000 cap for fire suppression costs may justify streamlining the process to avoid unnecessary delay.

1.4. Motions Made and Passed

- Set fire suppression cost cap at $15,000 for fire suppression (structural and wildfires), excluding provincial highways.

- Related Note: Costs for collisions and dangerous goods incidents are not capped, as these are typically covered by insurance and can reach much higher amounts.

1.5. Dangerous Goods and Highways

- Trucks with dangerous goods are strictly held accountable for incidents off designated routes; discussion about responsibilities and ensuring bylaws capture insurance coverage.

- Need to research best practices for dangerous goods regulation and responsibilities for environmental spills/fire costs.

1.6. Bylaw Amendments and Implementation Timeline

- Regional Fire Bylaw and individual municipal fire protection bylaws need to be amended to introduce the $15,000 cap.

- Target is to have amendments prepared and adopted by the end of June 2026:

o Next relevant council meetings: June 23 and similar timeframes for all partners.

- Administration (notably Meaghan and Chyenne) tasked with distributing draft amendments promptly.

1.7. Discussion on Bylaw Structure and Best Practices

- Recommendation to split current comprehensive bylaw into multiple focused bylaws:

o Regional Fire Bylaw: Establishes regional terms.

o Operations Bylaw: Addresses fees, training, budgets.

o Fees and Charges Bylaw: List of rates/penalties, easier to update.

- Interim solution: update existing bylaw for fire season, with a commitment to revisit and reform bylaws more thoroughly, aiming to finalize by end of November 2026.

2. Fire Underwriters Survey and Fire Department Ratings

2.1. Fire Apparatus and Vehicle Age Management

- Fire trucks (apparatus) can be operated up to 30 years if maintenance and pump testing are rigorously documented; this exceeds the prior assumed cutoff of 15–25 years.
- The process involves:
  - Submitting maintenance, testing, and roadworthiness documentation to the underwriters survey.
  - Developing a capital replacement plan for trucks older than 25 years.
- Decision to extend the lifespan of trucks, as long as they pass annual evaluation, due to budget constraints.

2.2. Fire Underwriter Ratings: Current Status

- The region's Public Fire Protection Classification (PFPC) is currently at 9 (on a 1–10 scale, with 1 being best).
- PFPC is based on:
  - Apparatus/trucks and staffing (40%)
  - Water supply (with focus on municipal hydrants and infrastructure)
  - Fire prevention activities & documentation
  - Emergency communications infrastructure

2.3. Water Supply and Hydrant Maintenance

- Many hydrants (approx. 103 across the region) haven't had documentation updated since 1995, though they are regularly maintained and flushed.
- Some records (incl. GIS locations) exist; need to verify and centralize maintenance/flow testing documentation.
- A 5-year-old regional infrastructure report may contain some of the required flow testing data.
- Estimated cost for professional flow testing (example: $20,000 for 72 hydrants).

2.4. Updating Fire Prevention and Inspection Records

- Underwriters require documented fire inspections of highest-risk buildings, with records of evacuation plans and frequency.
- This process is not currently complete and will take 6–12 months to fully update for all municipalities.

2.5. Emergency Communications

- The dispatch system information is outdated; needs to reflect transition to Bonnyville Regional Fire Authority dispatch since 2011.

2.6. Rating Improvements: Potential and Limitations

- Improvements in rating could save residents money on insurance; e.g., reducing PFPC from 9 to 7 could lower insurance by 10–20%.
- Operational constraints around water tenders/tankers and volunteer numbers:
    - Urban areas (3A rating) require 15 volunteers per hall; currently, not all halls meet this.

o Rural areas could upgrade to a 3V with dedicated 1,500-gallon tankers within 25km by road from fire halls.

o Discussions around replacing aging pumpers (1997 units) with modern tankers to better meet both insurance and firefighting needs.

o Consideration of driver licensing requirements (Class 3 for tandem tankers vs. single-axle tankers).

2.7. Volunteer Firefighter Recruitment and Staffing Challenges

- Concerns over dwindling volunteer numbers; recognition that a shift to paid/on-call staffing may be necessary in the near future to maintain adequate service levels.

2.8. Documentation and Grant Applications

- Accurate data collection will strengthen applications for infrastructure grants and provide substance in meetings with ministers/officials.
- Fire protection and coverage information should be comprehensively documented, including via GIS, maintenance records, hydrant details, and fire inspection logs.
- Motion: The Smoky Lake County Regional Fire Rescue Services Advisory Committee recommends that an update be undertaken of the PFPC and Dwelling Protection Grade for the Fire Underwriter Survey submission, with administration to collaborate with public works and CAOs of all municipalities to complete required documentation.

Action Items

1. Prepare and Adopt Bylaw Amendments

o Admin to revise individual municipal fire protection bylaws to include the $15,000 cap on fire suppression costs (excluding provincial highways).

o Drafts to be distributed and ready for council meetings by the end of June 2026.

o Ensure inclusion of an appeal process (interim process: appeals to Smoky Lake County Council).

2. Establish Structure for Fee, Operations, and Governance Bylaws

o Working deadline:

 Drafts by end of September 2026

 Final versions by end of November 2026

3. Update Fire Underwriter Survey Documentation

o Assemble and submit updated documentation for:

 Fire apparatus maintenance and testing

 Hydrant locations, flow tests, and maintenance records (coordinate with all municipalities)

 Fire prevention inspection records and highest-risk building inventories

 Dispatch and communications updates for review by the Underwriters.

o Target: Initiate immediately, acknowledging that some areas may take 6–12 months.

o Ensure GIS integration of hydrant and infrastructure data.

4. Investigate Dangerous Goods and Collision Cost Recovery Practices

o Research and clarify responsibility and insurance recovery for dangerous goods incidents, mapping against best practices in other jurisdictions.

5. Fire Hydrants: Universal Fittings and Upgrades

o Survey municipalities for hydrant head compatibility.

o Investigate grant opportunities and prepare cost estimates for switching to universal heads as required.

6. Begin Exploring Paid/On-Call Staffing Models

o Recognize need for future paid on-call staffing due to declining volunteer numbers; start analysis/discussions as part of long-term strategic planning.

1. Fire Equipment Maintenance Programs

- Routine Checks & Repairs:

o Full-time staff now enable weekly checks on all equipment.

o Minor repairs are handled in-house; major work is brought to the county shop.

o Trucks are usually serviced within 1-2 days.

- Continuous Readiness:

o Emphasis on maintaining readiness for all regional locations (Waskatenau, Vilna, Smoky Lake).

2. Fire Truck Charging Safety

- Discussion Prompted by Recent Conference:

o Importance of properly installed trickle chargers and GFI (Ground Fault Interrupters) to prevent electrical fires in firehouses.

- Action: Will review current installations and ensure all are up to safety standards.

3. Fire Department Policies & Regionalization

- Ongoing Policy Review:

o The fire department policy is under active review and being updated.

o Confirmed as a regional policy impacting all participating municipalities.

4. Fire Chiefs Conference (Red Deer, May 27–29, 2026)

- Attendance:

o 2 Smoky Lake Fire Dept members, 2 Vilna members, 3 county councillors(David Kully, Lorne Halisky, Craig Lukinuk), 1 county fire member.

- Reports:

o Comprehensive reports will be shared with admins and councils once compiled.

o Individual councillors and the Reeve will contribute their own reports.

- Key Networking:

o Engaged with Randy Schroeder (ex-president, Alberta/Canadian Fire Association) regarding apparatus, training, and underwriter standards.

o Plan to invite him for a detailed, in-depth session before drafting/update of bylaws.

5. Standardization of Fire Apparatus

- Major Takeaway from Conference:

o Advocacy for standardized fire apparatus for rural and urban settings to drive down costs and increase efficiency.

o Bells and whistles add significant cost; standardized models meet 85-90% of needs and improve procurement timeline/cost.

- Apparatus Pricing Discussed:
  - Single axle tender: $550,000–$650,000

- Tandem axle tender: Up to $750,000
- Frontline triple-combo pumpers: About $1,000,000

6. Training, Recruitment, and Retention

- NFPA Training Emphasis:
  - In-house certified instructors and contracted services provide a wide array of essential firefighter and hazardous materials training.
  - Noted ongoing difficulties with medical qualifications (NFPA 1582) in rural paid-on-call models.
- Recruitment & Retention:
  - Shift from “recruitment and retention” to “retention and recruitment”—prioritizing keeping current staff.
  - Importance of accommodating paid-on-call members’ needs to support work-life balance.
- Tax Credit Updates:
  - New provincial $6,000 firefighter tax credit (in addition to the $6,000 federal credit) to support paid-on-call and volunteer personnel.

7. Burn Permit Management & Post-Burn Inspections

- Learnings from Sturgeon County:
  - Proactive post-burn permit inspections have nearly eliminated spring fires; zero fires this year.
  - Sturgeon County’s model: No fines for first offense emphasize education, with the possibility of enforcement for repeat violations.
- Regional Practice:

- 300–400 burn permits issued annually; permits valid for 14 days, more strict than Sturgeon County's 1-month policy.
- Brush pile-related fires result in recovery of firefighting costs and applicable fines.
- Re-inspection program for higher-risk burns is under consideration, but labor-intensive.

8. Emergency Response Guidebooks & Safety Protocols

- Placard Designations & Guidebooks:
  - Every truck carries a comprehensive emergency response guidebook (orange book), including UN numbers, product names, isolation/evacuation zones, and steps for hazardous materials and WMDs.
- Hazmat Response and Binoculars:
  - Binoculars in trucks and "thumb rule" for safe distance used.
- Lesson Learning & Incident Debrief:
  - After-incident reviews ("tailboard" meetings) are standard, with learnings shared internally via digital communications tools.
  - Potential to participate in a broader provincial lessons-learned program flagged for future enhancement.

9. Fire Smart Program & Grant Opportunities

- Fire Smart Under-Enrollment:
  - Noted low application rates; intent to apply for more funding to support wildfire prevention programs, especially in hamlets and lake resort areas.

10. Occupational Cancer and Mental Health

- Occupational Cancer:

o Insurance typically covers only WCB-recognized cancers; appeals process is effective if initial claims are denied.

- Mental Health Supports:

o No mandatory therapy/debriefing; peer support network, crisis training, and access to certified help provided.

o $3/member annual insurance for mental health, fully funded by the county.

o Specialized mental health professionals for first responders identified; need for more provincial support highlighted.

11. Alberta Fire Communications & Radio Tower Capacity

- Channel Sharing, Overloading Concerns:

o Challenges with rural radio tower repeaters (max 4 per tower) during multi-agency incidents; risk of communications downtime.

- Regional Advocacy:

o Will draft a joint municipal letter to Minister Glubish to request improvements, as the issue is critical for emergency response reliability.

12. Incident Reporting and Provincial Data Systems

- New Highway Traffic Safety Reporting Tool:

o Province is encouraging use for incidents/near misses; will be incorporated into SOPs to enhance provincial safety data and support future funding applications.

13. Canadian Fallen Firefighters Foundation – Northern Trek Initiative

- Endurance Fundraiser:

- Julian Bergeron (Northern Sunrise County) raising funds through endurance sports—$1,000 donation already committed by Smoky Lake County, challenge to other municipalities pending.
- Funds support national fallen firefighters memorial and family scholarships.

14. Alberta Firefighter Certification Program Updates

- Certification Process:
  - Province remains IFSAC-accredited; process improvements noted—faster certification and marks returned.
- NFPA Standard Consolidation:
  - Ongoing adjustments in training content as NFPA standards are consolidated.

15. Administrative & Financial Comments

- Conference Funding:
  - Concern raised that province-wide fire training funding ($500,000) is inadequate; regional fire departments receive insufficient amounts for training needs.

Action Items

1. Fire Truck Charging Safety: Review/install proper trickle chargers with GFIs; verify installation in all firehouses.
2. Regional Bylaw Subcommittee: CAOs, fire chief, and deputy fire chief to meet over summer to review and draft regional fire bylaws.

3. Randy Schroeder Presentation: Reach out, develop and agree on an itinerary for his visit to review apparatus, training, underwriters special meeting or advisory committee format to be confirmed.

4. Conference Reports: Compile and circulate comprehensive reports from conference attendees to all administrators and councils.

5. Apply for Fire Smart: Spencer to submit new Fire Smart applications for regional funding.

6. Burn Permit Post-Inspection Policy: Research models from Lamont County, Bonnyville, and others to consider a risk-based or deposit/penalty program for burn permits and post-inspections.

7. Radio System Advocacy: Draft and send regional municipal letter to Minister Glubish addressing radio tower overloading and required upgrades.

8. Incident Reporting SOP Review: Incorporate highway safety reporting tool and near-miss protocols into department operations.

9. Northern Trek Donation: Communicate challenge to other municipalities; coordinate unified regional support.

10. Provincial Funding Advocacy: Support lobbying efforts for increased Alberta fire services/training funding.

11. Share Lessons Learned: Assess options for provincial sharing of after-incident reviews/lessons learned, potentially via the Fire QRBS app or another shared resource.

Follow-Up Points & Future Meetings

- Subcommittee (Bylaw Drafting)Admins.
    - To meet minimum once or twice during summer.

- Smoky Lake County, Town of Smoky Lake, Village of Vilna, Village of Waskatenau to review and adopt bylaw amendments at meetings in late June (main date cited: June 23, 2026).

- Bylaw Working Subcommittee(Admins.)

- Kick-off by end of June; draft segmented bylaws by September 2026, finalized for council adoption by November 2026.

- Progress Reports

- Regular updates from administration on fire underwriters documentation collection and input from municipalities.

- Specific focus on updating hydrant records and integration into GIS.

Additional Notes

- Insurance Impact: Improving fire ratings may not always reduce costs, but ensures better service and provides leverage for external funding/ministerial support.

- Collaboration Emphasized: All municipalities' cooperation is required for comprehensive documentation and success in insurance rating improvements.

Town of Redwater

SWEET TREATS on MAIN STREET Parade

Saturday, August 15th, 2026

Staging and judging begins at 10am at Redwater School grounds. Parade begins at 11am

Join us for some candy coated fun as we celebrate our town in the sweetest way! Show off what a treat it is to be apart of our community and embrace a parade full of frosted fun!

Parade Ribbon Categories

- Best Theme Interpretation
- Most Creative
- Best Group Participation
- Best Overall
- Judges Choice

Parade Entry Categories

- Municipality/Government
- Community Group
- Business
- Kids Entry
- Other

Register by August 7th using the QR code or link: https://shorturl.at/1KNHE

For all parade inquiries, contact the Community Services Office

Phone: 780-942-4101

Email: Cmelnick@redwater.ca

For all other inquiries about the Discovery Days Weekend, contact the Redwater & District Ag Society

Phone: 780-940-6076 Email: redwaterag@gmail.com

To: Reeve Craig Lukinuk
Mayor Marianne Prockiw-Zarusky

Re: August Long Weekend Fireworks

Previously with hesitation, we supported the fireworks at the rodeo ground to not interfere with community celebrations.

Now with the change in horses dynamics, the last year's fireworks caused significant concerns.

The horses jumped and crashed through fences from panic. I was able to barely control the horses, before they broke out on to the golf course greens.

Several horses running on the greens would have caused very significant damages; additionally the injury to our horses from contacting the fence in blind panic.

Dolores and I ask your cooperation in discontinuing fireworks on the rodeo grounds.

Thank you for your anticipating action in this matter.

[redacted]

RECEIVED
JUN 16 2026
SMOKY LAKE COUNTY

HISTORIC VILNA
A true Alberta boomtown...
Village Of Vilna

May 19, 2026

Reeve & Council
Smoky Lake County
Box 310
Smoky Lake, AB T0A 3C0

Attention: Chyenne Shaw, CAO

Dear Chyenne and Reeve and Smoky Lake Council,

RE: ACCESS ROAD TO THE VILNA BULK WATER STATION

As you know, Vilna is replacing our water reservoir, and part of the facility will include a truck fill station. We have been approached by area farmers about the accessibility for their water needs. The previous truck fill had a "drive in and back out" access. It accommodated the users at the time, but as the farms get larger so does their equipment and vehicles. Many of the users haul their water using trailers. Compounding the issue is the planned construction and improvements to Highway 28. Farmers on the eastern side of the County will not be served well by waiting in long traffic snarls to reach Bellis or Spedden.

We have had a discussion with our engineers, who did plan a loop driveway to the truck fill, which will accommodate most users up to an 11m length. The proposal we are looking at, to accommodate farmers and farm service providers with longer equipment, is to have a laneway/road access where they could enter at the west side, and then north around the arena to access the truck fill station. After filling up tanks they would then simply exit back onto 53rd Avenue and onto Main (50th) Street.

53rd Avenue also has a tight turn, and to accommodate access, we would need to wing the north side of the avenue to enable longer vehicles to enter without having to reverse on Main Street.

The truck fill benefits mostly our local farmers and acreage owners. It is one more initiative to keep our rural communities viable. Several years ago, the County donated the adjacent park to the Village. The new reservoir abuts the park, and by removing a few trees at the southwest corner of the park there would be room to enable development of the proposed roadway around the arena.

The cost of constructing the new reservoir has depleted all our resources. The current economic situation has nearly doubled the cost of the materials and equipment going into the facility. We cannot contribute to the cost for the construction of the access lane.

There is already a roadway along the west side of the arena, which accesses the overhead doors at the north end of the arena. The Ag Society has recently converted the use of the arena from an ice arena to a riding arena. They are now bringing in longer trucks with trailers, and the year-round access road would benefit them as well.

We are asking that Smoky Lake County Council consider assisting with the development and maintenance of this roadway that will make the water reservoir and truck filling station more accessible for the regional users.

Your consideration of this proposal is very much appreciated.

With warmest regards,

[redacted]

Leroy Kunyk, Mayor

Village of Vilna

G:\Admin\MEETINGS 2\1-2026\5May\6b RFD Ltr Reservoir Truck Fill - SLC proposal.docx

Smoky Lake
CHAMBER OF COMMERCE

June 1, 2026

To Smoky Lake County Council and Administration,

It has been brought to our attention that the state of the Iron Horse Trail is in need of upkeep and some repair.

We as the Chamber of Commerce realize that you have many moving parts to the maintenance to our roads and trails within the County of Smoky Lake.

The Iron horse Trail is an important part of our community as it draws many visitors to the county to enjoy what the trail has to offer. From a safe trail to ride on as well as the beautiful scenery it has to offer.

With visitors enjoying the trail and staging in communities along the trail, it also has economic benefits for the businesses along the trail whether you are staging in a community, or simply just passing through. If our trails are not maintained and become eroded and in a poor usable state, it would send users to other communities to use recreation amenities. Our community would lose the tourism money that goes with it.

What we are asking is what type of scheduling is set to upkeep and maintain the trail with in our County?

Sincerely,

[redacted]

Noel Simpson, President Smoky Lake Regional Chamber of Commerce

RECEIVED
JUN 02 2026
SMOKY LAKE COUNTY

WHAT WE HEARD REPORT TO COUNCIL

Village of Waskatenau Annexation | 21 May 2026

BACKGROUND

On April 8 and 14, 2026, the Village of Waskatenau and Municipal Planning Services (MPS) hosted an in-person (April 8) and online (April 14) open houses to present information about the Village's proposed annexation application to affected landowners and Village/area residents. Notice of the open houses were sent to affected landowners and Village residents by mail and was posted on the Village's website. Notification materials are included as **Schedule A – Notification**.

A recording of the online open house presentation was uploaded to YouTube and posted on the Village's website for public viewing. A copy of the recording can be viewed at: **https://youtu.be/h7P3KPgKyE0**. A copy of the posters presented as the in-person open house are included as **Schedule B – In-Person Open House Materials**. A copy of the presentation given at the online open house is included as **Schedule C – Online Open House Presentation**.

The in-person open house was attended by approximately twenty people (not including MPS staff, Village Administration, and members of Council). The online open house was attended by approximately 5 people.

MPS and the Village provided residents with 4 weeks following the online open house to submit comments and questions for Council's consideration. As of October May 12, 2026, the Village and MPS received 2 email submissions (in addition to the questions and comments received during the in-person and online open houses). Emails provided are included as **Schedule D – Email Feedback**.

The following is a summary of the feedback received by MPS at the in-person and online open houses, along with responses/recommendations for consideration in the draft Land Use Bylaw.

FEEDBACK/QUESTIONS	VENUE RECEIVED	MPS RESPONSE/RECOMMENDATION (IF NECESSARY)
How will the proposed annexation affect property taxes/assessment for the affected properties?	In-Person Open House	MPS identified that the annexation report could identify conditions that would preserve the County's taxation/assessment rates until such time as the annexed lands is redeveloped or subdivided in the future. MPS to work with Administration and Council to develop conditions related to taxation/assessment for inclusion in the annexation report.
Would the Village extend municipal services (e.g. sanitary services) to the proposed annexation area?	In-Person Open House	Administration noted that services could be extended to portions of the proposed annexation area if/when the area is planned to be redeveloped in the future for Village-scale residential and/or commercial uses.
Would the Village require existing residential and commercial developments to connect to municipal services?	In-Person Open House	MPS and Administration indicated that existing onsite services utilized by property owners in the proposed annexation area would be able to continue, until such time as the annexed lands is redeveloped or subdivided in the future. MPS to work with Administration and Council to develop conditions related to the continuation of onsite services for inclusion in the annexation report.
Would the Village extend street lighting to the proposed annexation area?	In-Person Open House	Council and Administration shared that street lighting could potentially be extended into the proposed annexation area if the lands were developed for more intensive uses (e.g. re-subdivided for residential development).
Who would be responsible for road maintenance in the proposed annexation area?	In-Person Open House	MPS explained that if the annexation was approved, the Village will be responsible for road repair and maintenance of all roads within the proposed annexation area.

Would residents in the proposed annexation area be able to continue existing agricultural activities (i.e. raising chickens) if the annexation was approved?	In-Person Open House	MPS and Administration noted that any use of land (including agricultural uses) that was approved through the County would be able to continue in its current form post-annexation. MPS to work with Administration and Council to develop conditions related to the continuation of agricultural uses/activities or inclusion in the annexation report.
What types of uses could a landowner apply to develop on their land in the future? Would the Village allow for the development of a large shop on a residential lot?	In-Person Open House	MPS explained that if the annexation were approved, the County's Municipal Development Plan and Land Use Bylaw would continue to apply to the subject properties until such time as the Village amended its Municipal Development Plan and Land Use Bylaw to address the annexation area. Permitted (and discretionary) uses that could be developed on these properties are identified
How does the Village's development permit process differ from that of the County?	In-Person Open House	Administration noted that the Village's development permit process is very similar to that of the County's. All municipalities in Alberta are required to adhere to the same timeframes for development permit decision-making as identified in the Municipal Government Act.
The Village is currently suffering from a lack of exposure to Highways 28 and 831; this annexation would give the Village an opportunity to welcome travellers and highway traffic.	In-Person Open House	Comment noted by Council and Administration.
What can be developed near the former landfill sites in the County?	In-Person Open House	MPS provided information about the reclamation work that had been undertaken by the County to remove development restrictions on/adjacent to the former landfill site north of the Village. MPS also identified the former landfill site to the west of the Village and noted the provincially required development setbacks. MPS noted that the Intermunicipal Development Plan shared between the Village and County identifies future land uses that can be developed within the setbacks.
The proposed annexation could be used to support future residential and commercial growth associated with the new school site in the Village.	In-Person Open House	Comment noted by Council and Administration.

NOTICE OF PUBLIC INFORMATION SESSIONS

Proposed Village of Waskatenau Annexation Application

In July 2024, the Village of Waskatenau provided a formal Notice of Intent to Smoky Lake County and the Province of Alberta's Land and Property Rights Tribunal of the Village's proposed annexation of lands in the County adjacent to the Village, consistent with the Future Annexation Area Overlay in the Village and County's Intermunicipal Development Plan.

The notice and information about the proposed annexation was sent to affected registered landowners in Smoky Lake County in July 2024.

The purpose for this proposed annexation is to facilitate future commercial and residential growth and development that benefits the Village's long term sustainability as a municipality. The Village currently does not have any jurisdictional control over lands adjacent to the Highway 28 corridor near the entrance to the Village, which is a major economic corridor in the Smoky Lake County Region.

The Village is of the opinion that extending the Village's boundaries north and west to access the Highway 28 corridor is a logical extension of the Village boundaries and would enable the Village to capitalize on future growth and development along this important economic corridor, and to control future development patterns, servicing, and transportation connections adjacent to the Village's built footprint.

Since July 2024, the Village has been negotiating potential conditions of the proposed annexation with Smoky Lake County.

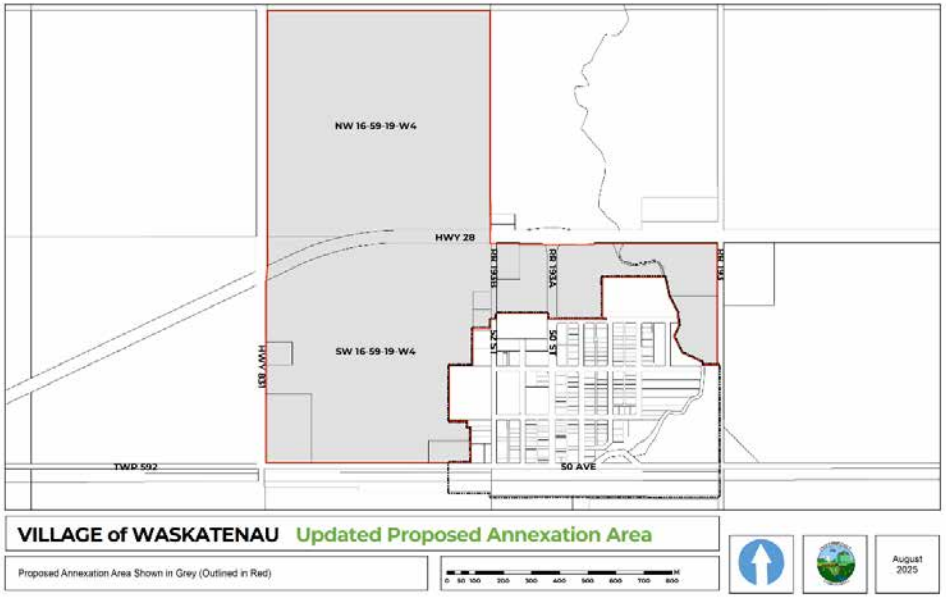
The Village invites residents and community members to attend information sessions to learn more about the proposed annexation. Feedback provided to the Village will be shared with the County and Land and Property Rights Tribunal.

In-Person: Wednesday, April 8, 2026 (drop-in between 1:00 - 3:00 PM)

Waskatenau Senior Drop-In Centre (5156 – 50 Street, Waskatenau)

Online: Tuesday, April 14, 2026 (7:00 PM start, approx. 1.5 hour duration)

A zoom link to join the meeting will be available on the Village's website (**www.waskatenau.ca)** the week of the session.



Have questions? Annexation FAQs can be found on the Village's website. Reach out to the project team anytime with your questions.

Brad MacDonald
Senior Planner, MPS
b.macdonald@munplan.ab.ca

Bernice Macyk
CAO, Village of Waskatenau
waskvillage@mcsnet.ca

18 March 2026

Re: Proposed Village of Waskatenau Annexation of Lands in Smoky Lake County

This letter is being sent to all landowners within the proposed Village of Waskatenau annexation area described below (and as shown on the map included with this letter). We are writing to provide you with an update to the Village's proposed annexation, information about upcoming public information sessions, and contact information should you have further questions.

Background

In July 2024, the Village of Waskatenau approved a motion directing Administration to provide a Notice of Intent to Annex to Smoky Lake County and the Land and Property Rights Tribunal and to begin the process of formal negotiations on the annexation. At that time, letters were provided to all registered landowners in the proposed annexation area.

In the summer of 2025, the Village discussed the Village's proposed annexation application with the owners of NW 16-59-19-W4; at their request, the Village revised it's Note of Intent to expand the proposed annexation area to include this property (as well as a small parcel of land owned by Alberta Transportation and Economic Corridors within the Highway 28/831 intersection). The current proposed annexation area includes the following properties (and is shown on the map included with this letter):

Privately Owned Land	Road Rights-of-Way
OT 5225CL	Part of Range Road 193B/52 Street
Lot 21, Block 16, Plan 8122847	Part of Range Road 193A/50 Street)
Lot 20, Block 16, Plan 8122847	
Lot 1, Block 1, Plan 0923870	**Crown/Provincially Owned Land**
Lot 2, Block 1, 1923509	Waskatenau Creek
Lot 1, Block 17, Plan 8022152	SW 16-59-19-W4 (north of Highway 28)
Parts and Remainder of SW-16-59-19-W4	
Lot 17, Plan 6353ET	
NW 16-59-19-W4	

The purpose for this proposed annexation is to facilitate future commercial and residential growth and development that benefits the Village's long term sustainability as a municipality. The Village currently does not have any jurisdictional control over lands adjacent to the Highway 28 corridor near the entrance to the Village, which is a major economic corridor in the Smoky Lake County Region.

The Village is of the opinion that extending the Village's boundaries north and west to access the Highway 28 corridor is a logical extension of the Village boundaries and would enable the Village to capitalize on future growth and development along this important economic corridor, and to control future development patterns, servicing, and transportation connections adjacent to the Village's built footprint.

Since July 2024, the Village has been negotiating potential conditions of the proposed annexation with Smoky Lake County.

April 2026 Public Information Sessions

The Village invites residents and community members to attend information sessions to learn more about the proposed annexation. Feedback provided to the Village will be shared with the County and Land and Property Rights Tribunal.

In-Person: Wednesday, April 8, 2026 (drop-in between 1:00 - 3:00 PM)
Waskatenau Senior Drop-In Centre (5156 – 50 Street, Waskatenau)

Online: Tuesday, April 14, 2026 (7:00 PM start, approx. 1.5 hour duration)
A link to join the meeting will be available on the Village's website (**www.waskatenau.ca)** the week of the session.

Further Information about the Annexation Process

With this proposed annexation, the Village of Waskatenau is the applicant, not the decision-maker. The proposed annexation application (once all negotiations, engagement, and reporting has been completed) will be submitted to the Land and Property Rights Tribunal (LPRT). The LPRT is an independent and impartial quasi-judicial board established under the Municipal Government Act. The LPRT has the authority to investigate, analyze, and make findings of fact about the proposed annexation. The LPRT will review the application and determine whether a hearing is required. The LPRT will make recommendations to the Minister of Municipal Affairs who will proceed to Cabinet with an Order-in-Council for approval or refusal.

Contact information for the Land and Property Rights Tribunal is provided below.

Land and Property Rights Tribunal		
Phone	Email	Mailing Address
780.427.2444	LPRT@gov.ab.ca	Land and Property Rights Tribunal 1229 91 Street SW Edmonton, Alberta T6X 1E9

It is important to note that **annexation is not expropriation** - land ownership does not change with annexation. Annexation is a process for changing the jurisdictional boundaries between municipalities. If the Village's annexation application is approved by Cabinet, the annexation lands will transfer from the municipal jurisdiction of Smoky Lake County to the Village of Waskatenau, but ownership of the annexed lands will remain the same.

For more information about the annexation process, you can visit the Annexation Information page on the Village's website: www.waskatenau.ca. We invite you to reach out to us at any time with your questions.

Thank you for your time.

Sincerely,

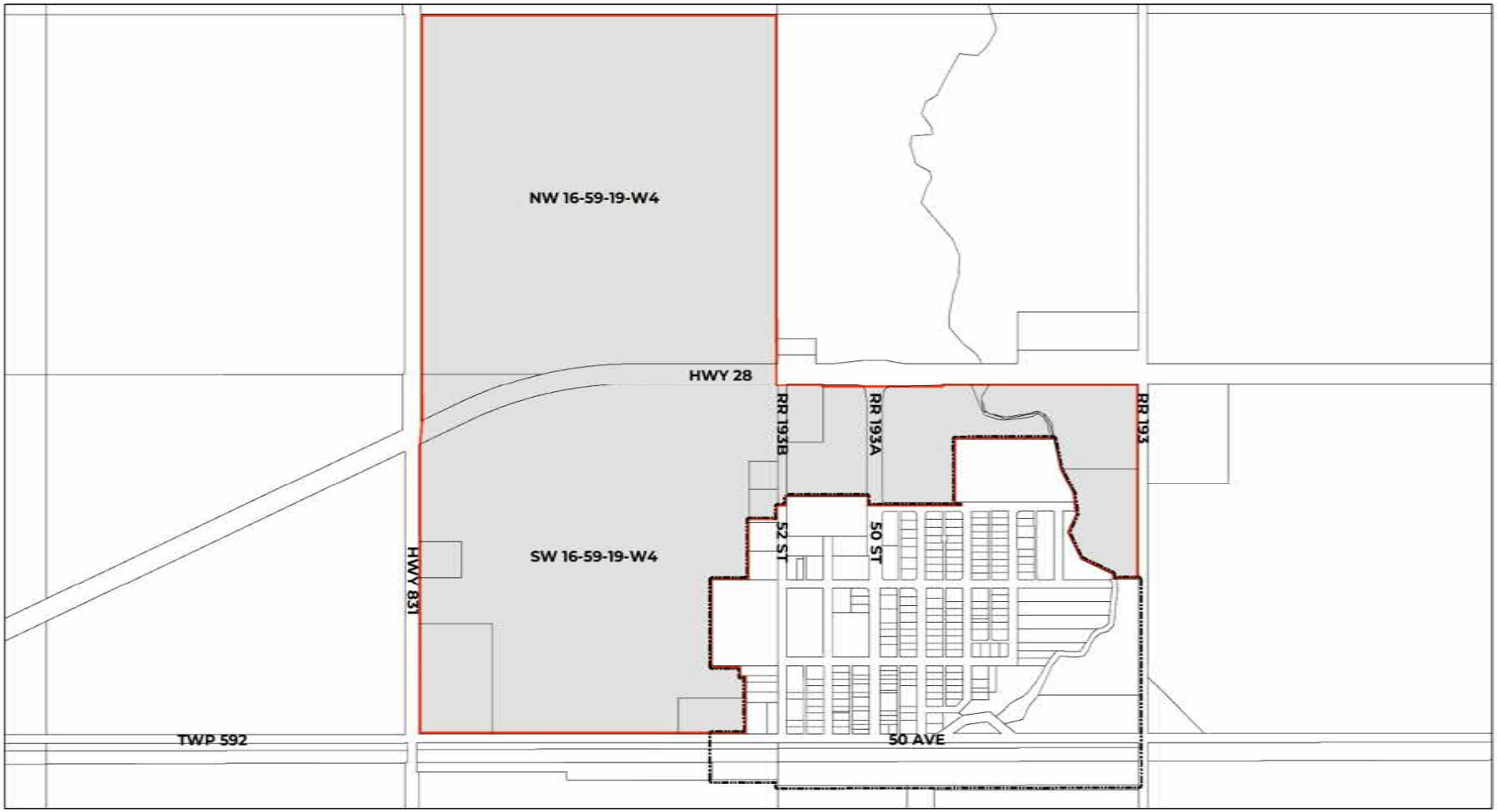
[redacted]

Brad MacDonald
Senior Planner
Municipal Planning Services
Phone: 780.486.1991
Email: b.macdonald@munplan.ab.ca

Bernice Macyk
Chief Administrative Officer
Village of Waskatenau
Phone: 780.358.2208
Email: waskvillage@mcsnet.ca

Attachments: Map of Proposed Annexation Area

CC: Village of Waskatenau
Smoky Lake County



VILLAGE of WASKATENAU Updated Proposed Annexation Area

Proposed Annexation Area Shown in Grey (Outlined in Red)

0 50 100 200 300 400 500 600 700 800 M

August 2025



WELCOME!

Village of Waskatenau

Proposed Annexation Information Open House

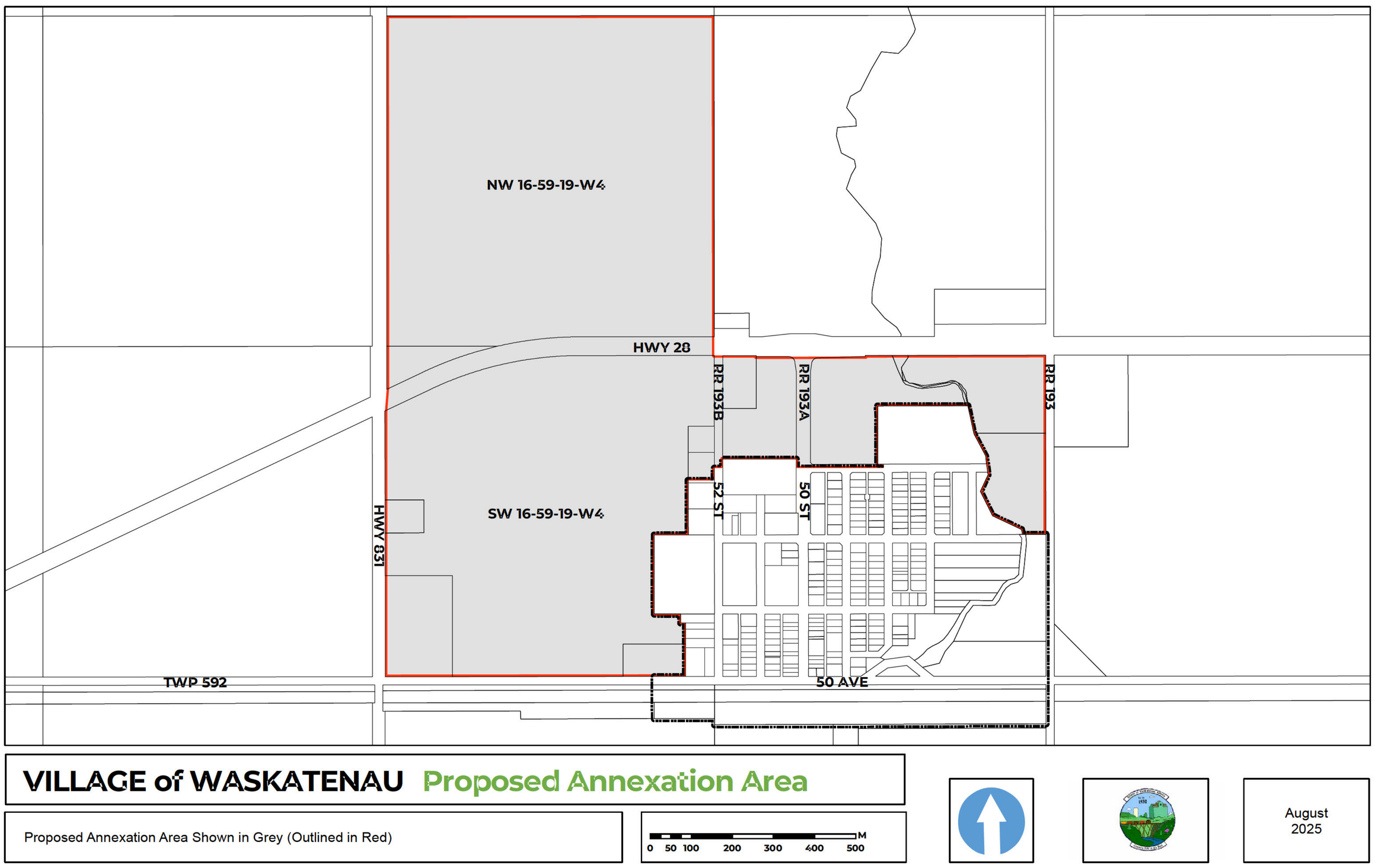
Village of Waskatenau

Proposed Annexation Information Open House

BACKGROUND

In July 2024, the Village of Waskatenau provided a formal Notice of Intent to Smoky Lake County and the Province of Alberta's Land and Property Rights Tribunal of the Village's proposed annexation of lands in the County adjacent to the Village, consistent with the Future Annexation Area Overlay in the Village and County's Intermunicipal Development Plan.

The notice and information about the proposed annexation was sent to affected registered landowners in Smoky Lake County in July 2024; further notice (including information about this open house and the online information session on April 14th) was distributed in March 2026.



The purpose for this proposed annexation is to facilitate future commercial and residential growth and development that benefits the Village's long term sustainability as a municipality. The Village currently does not have any jurisdictional control over lands adjacent to the Highway 28 corridor near the entrance to the Village, which is a major economic corridor in the Smoky Lake County Region.

The Village is of the opinion that extending the Village's boundaries north and west to access the Highway 28 corridor is a logical extension of the Village boundaries and would enable the Village to capitalize on future growth and development along this important economic corridor, and to control future development patterns, servicing, and transportation connections adjacent to the Village's built footprint.

Since July 2024, the Village has been negotiating potential conditions of the proposed annexation with Smoky Lake County.

Village of Waskatenau

Proposed Annexation Information Open House

WHAT IS ANNEXATION?

Annexation is the process for a municipality to expand its boundaries in order to accommodate future growth. Properties within an annexation area would change from being in one municipality to being in another. Annexation is not the same thing as expropriation. **It would not change ownership rights, and owners are not required to develop or sell their property.**

WHAT IS THE ANNEXATION PROCESS?

Annexation occurs when a municipality expands its boundary to include land from a neighbouring municipality – for example, to accommodate growth, improve administrative efficiency, accomodate municipal servicing requests, or to serve some other municipal objective. The annexation process requires intermunicipal collaboration and community consultation, and is set out in Part 4, Division 6 of the Municipal Government Act.

The process begins with the municipality that wishes to acquire land (initiating municipality) submitting a Notice of Intent to the Land and Property Rights Tribunal (LPRT) and to the municipality from which the lands are proposed to be annexed (responding municipality). The 2 municipalities must then negotiate and/or mediate before submitting a final report and annexation application to the LPRT. The LPRT reviews the annexation for completeness, provides information and case management, and where necessary, conducts a public hearing before making a recommendation to the Minister of Municipal Affairs.

The Lieutenant Governor in Council makes the final annexation decision.

WHAT PROPERTIES ARE PROPOSED TO BE ANNEXEDTO THE VILLAGE?

Privately Owned Land	Road Rights-of-Way
OT 5225CL	Part of Range Road 193B/52 Street Part of Range Road 193A/50 Street)
Lot 21, Block 16, Plan 8122847	
Lot 20, Block 16, Plan 8122847	
Lot 1, Block 1, Plan 0923870	**Crown Land**
Lot 2, Block 1, 1923509	Waskatenau Creek SW 16-59-19-W4 (north of Highway 28)
Lot 1, Block 17, Plan 8022152	
Parts and Remainder of SW-16-59-19-W4 (four parcels in total)	
Lot 17, Plan 6353ET	
NW 16-59-19-W4	

HAS THE VILLAGE OR COUNTY PLANNED FOR THE FUTURE DEVELOPMENT OF THIS AREA?

The Smoky Lake County & Village of Waskatenau Intermunicipal Development Plan was adopted by both municipalities in 2022. The proposed annexation area includes lands within the 'Future Annexation Area Overlay' on Map 5.1 – Future Land Use Areas, and is consistent with the plan's goals, which aim to achieve the following benefits for both municipalities:

- Increase overall community and economic development capacity building essential to both short term and longer term community viability, sustainability, and quality of life.
- Increased business/investment attraction "presence" throughout the Smoky Lake Region.
- Improved regional fiscal and financial sustainability.

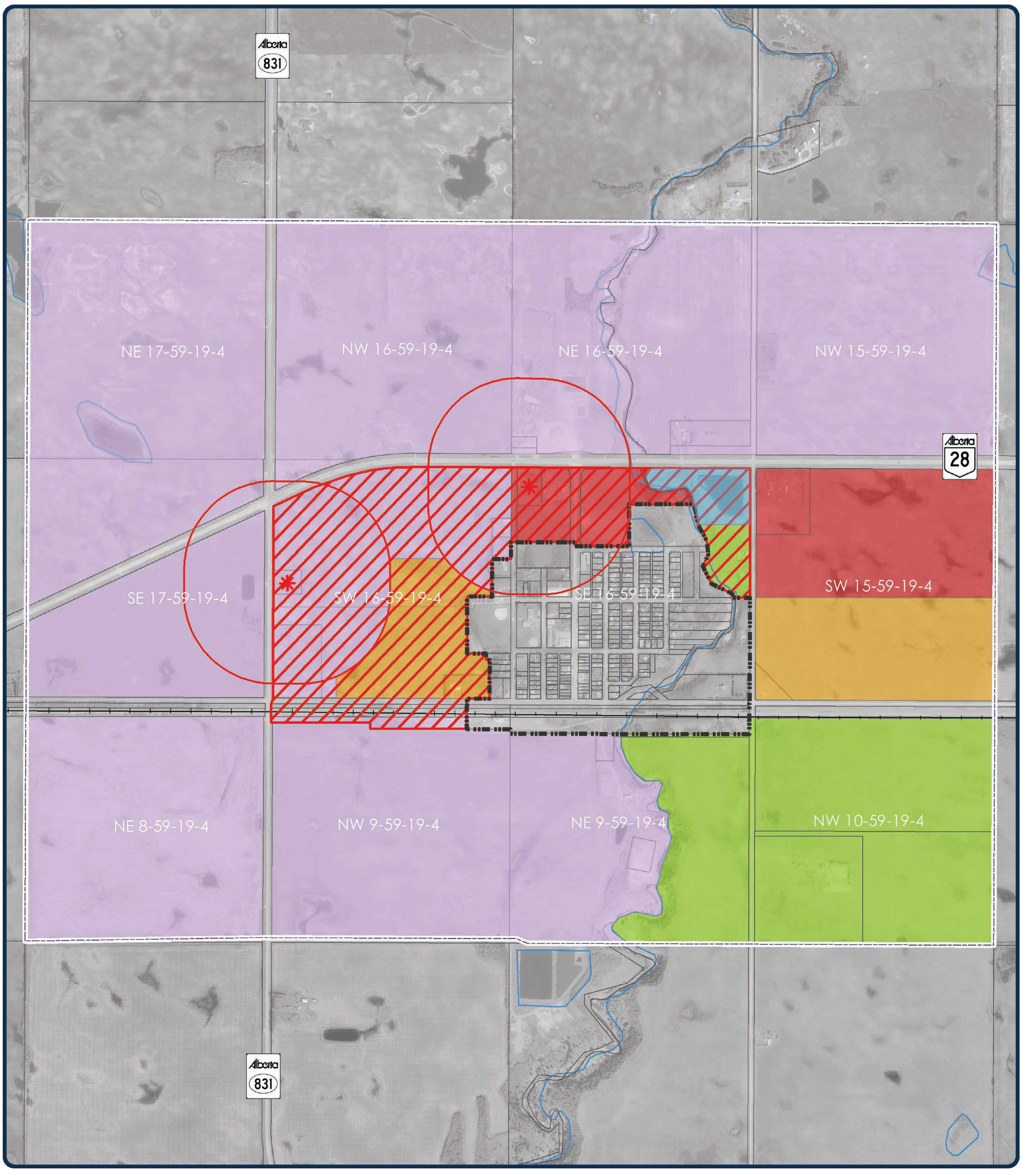
Village of Waskatenau

Proposed Annexation Information Open House

VILLAGE OF WASKATENAU & SMOKY LAKE COUNTY
INTERMUNICIPAL DEVELOPMENT PLAN

Map 5.1 Future Land Use Areas

- IDP Boundary
- Village of Waskatenau
- Future Annexation Area Overlay
- Agricultural
- Community
- Serviced Residential
- Serviced Commercial
- Serviced and Unserviced Commercial and Industrial
- Former Nuisance Ground (with 300 metre setback)



0 1 2 Kilometres

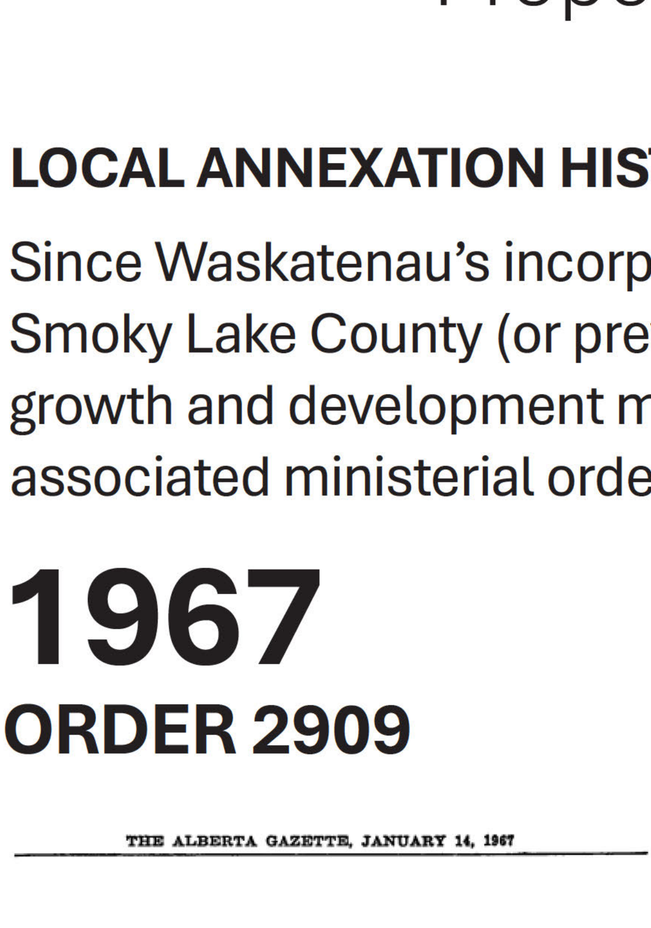
Village of Waskatenau

Proposed Annexation Information Open House

LOCAL ANNEXATION HISTORY

Since Waskatenau's incorporation as a Village in 1932, the municipality has annexed land from Smoky Lake County (or previously, the Municipal District of Unity No. 577) as needed to address growth and development matters in the area. The following is a summary of past annexations (and associated ministerial order numbers) between the Village and County.

1967
ORDER 2909


THE ALBERTA GAZETTE, JANUARY 14, 1967

SCHEDULE "A"

A SKETCH SHOWING THE GENERAL LOCATION OF THE AREAS ANNEXED BY ORDER No. 2909

EFFECTIVE DATE - JANUARY 1, 1967

ANNEXED AREA(S)

N

NW 16-59-19-4

A

NE 16-59-19-4

HIGHWAY NO.

SW 16-59-19-4

C

16

C OF T

PRESENT BOUNDARY OF VILLAGE OF WASKATENAU

C. OF T

C OF T

WEST

19

18

C OF T

C OF T

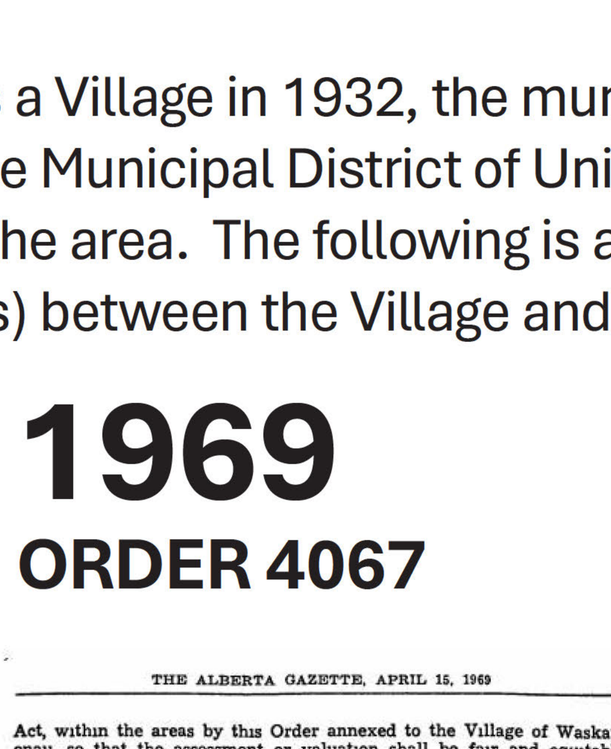
15

WEST

14

STREET

1969
ORDER 4067


THE ALBERTA GAZETTE, APRIL 15, 1969

Act, within the areas by this Order annexed to the Village of Waskatenau, so that the assessment or valuation shall be fair and equitable with properties of a similar nature

V. The effective date of this Order shall be the 1st day of January, 1969.

- LOCAL AUTHORITIES BOARD,
C G. MACGREGOR (Chairman).
I MORRIS (Member).

Certified a true copy,
W C. ELLIOTT (Secretary).

SCHEDULE "A"

A SKETCH SHOWING THE GENERAL LOCATION OF THE AREAS AFFECTED BY ORDER No. 4067

EFFECTIVE DATE - JANUARY 1, 1969

AFFECTED AREA(S)

N

A

16

HWY 28

C

16

16

PRESENT BOUNDARY

WASKATENAU CREEK

15

14

22

21

20

P

5

E

R

6A

7A

8

9

6

7

10A

10B

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2

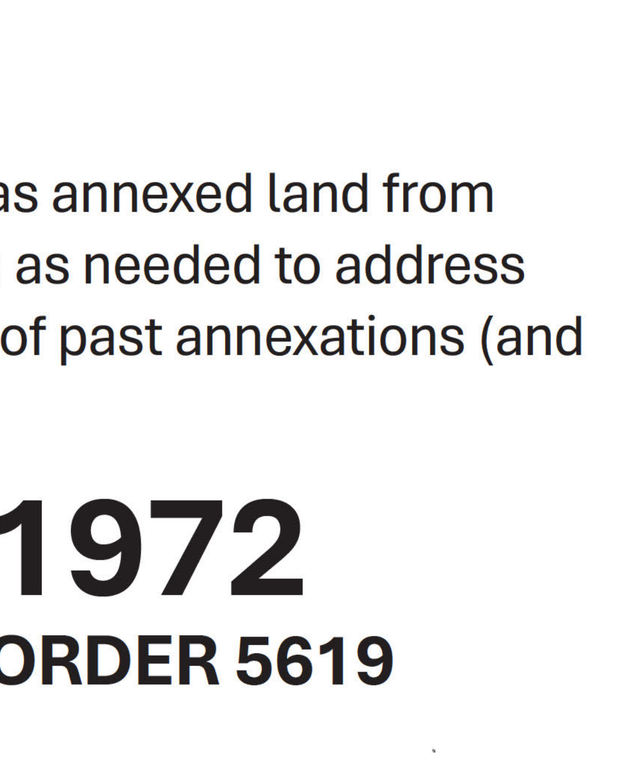
11

C N

TP. 59 R. 19 W 4 M.

—WASKATENAU—

1972
ORDER 5619


THE ALBERTA GAZETTE, FEBRUARY 29, 1972

SCHEDULE "A"

A SKETCH SHOWING THE GENERAL LOCATION OF THE AREAS AFFECTED BY ORDER No. 5619

EFFECTIVE DATE - JANUARY 1, 1972

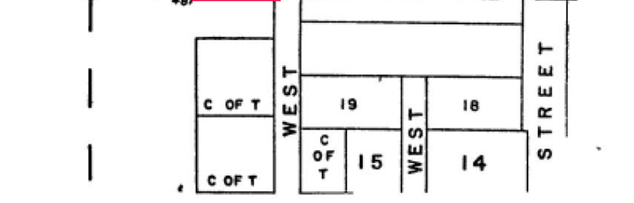
AFFECTED AREA(S)

N

PRESENT BOUNDARY

WASKATENAU

1972
ORDER 5618


THE ALBERTA GAZETTE, FEBRUARY 15, 1972

SCHEDULE "A"

A SKETCH SHOWING THE GENERAL LOCATION OF THE AREAS AFFECTED BY ORDER No. 5618

EFFECTIVE DATE - JANUARY 1, 1972

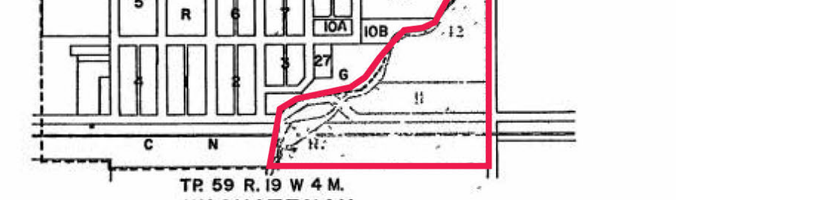
AFFECTED AREA(S)

N

PRESENT BOUNDARY

WASKATENAU

1976
ORDER 7699


SCHEDULE "A"

A SKETCH SHOWING THE GENERAL LOCATION OF THE AREAS AFFECTED BY ORDER No. 7699

EFFECTIVE DATE: JANUARY 1, 1976

AFFECTED AREA(S)

N

WATER RESERVOIR SITE

THIRD AVENUE

SECOND AVENUE

FIRST AVENUE

WASKATENAU

TP. 59 R. 19 W. 4 M.

The proposed annexation area is larger than previous annexations. This area is proposed to be annexed to improve administrative efficiency and minimize costs associated with municipal growth.

Village of Waskatenau

Proposed Annexation Information Open House

NEXT STEPS

The proposed annexation application is in the middle stages. The following is a summary of the key steps in this process, and indication of where this process is at to date:

Step 1 – Notice of Intent submitted to the Land and Property Rights Tribunal and Smoky Lake County

Step 2 – Notice sent to County landowners within (and adjacent to) the proposed annexation area

Step 3 – Public information about the proposed annexation area shared by the Village

Step 4 – Village and County engage in formal discussions and negotiations

Step 5 – Village notification to County landowners in the proposed annexation area

Step 6 – Village engagement with landowners and community members (e.g. open house, website updates, newsletter information, etc.)

WE ARE HERE

Step 7 – Village shares engagement feedback with Smoky Lake County

Step 8 – Village and County engage in further discussions and negotiations (if required)

Step 9 – Village prepares an Annexation Report for the Land and Property Rights Tribunal

Step 10 – Village shares the Annexation Report with Smoky Lake County and requests a motion of support for the annexation

Step 11 – Village Submits the Annexation Report to the Land and Property Rights Tribunal

Step 12 – Land and Property Rights Tribunal reviews the Annexation Report, and determines whether a hearing is required **(if contested)** or not required **(not contested)**

Step 13 – Land and Property Rights Tribunal holds hearing (if required)

Step 14 – Land and Property Rights Tribunal provides recommendation to the Minister of Municipal Affairs, who will proceed to Cabinet with an Order-in-Council for approval or refusal

Step 15 – The proposed annexation is approved or refused



Village of Waskatenau & Smoky Lake County

Proposed Annexation Online Information Session | 14 April 2026

OUTLINE

- Welcome and introductions
- Information about annexation
- History of annexations
- About the annexation process in Alberta
- Information about the proposed annexation area and purpose
- Summary of in-person engagement (last week)
- Summary County/Village discussions
- Next steps

WHAT IS ANNEXATION

- Annexation is the process of changing the boundaries between one or more municipalities
- Annexation is a tool used by municipalities to:
  - ✓ Accommodate future growth/population
  - ✓ Address matters related to servicing/access
  - Correct boundary errors
  - ✓ Assume jurisdiction over the future subdivision/development of a particular area/ subject site

- Annexation is **NOT amalgamation**
- Annexation is **NOT expropriation** (ownership of the land does not change)
- Annexation is **NOT a decision of the municipalities involved**



WHAT IS ANNEXATION

- The process for annexation is outlined in the *Municipal Government Act*, and includes:
  - Discussion, negotiation, agreements between the municipal governments involved
  - Public engagement/notification
  - Submission of a formal Notice of Intent to the LPRT
  - Submission of a report/application to the LPRT
  - Formal review by the LPRT
  - Final decision by the Lieutenant Governor in Council

HISTORY OF ANNEXATIONS

- Since Waskatenau's incorporation as a Village in 1932, the municipality has annexed land from Smoky Lake County (or previously, the Municipal District of Unity No. 577) as needed to address growth and development matters in the area.

1967
ORDER 2909



1969
ORDER 4067



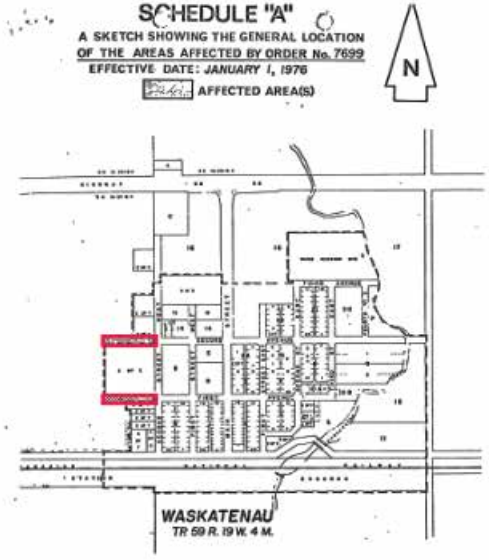
1972
ORDER 5619



1972
ORDER 5618

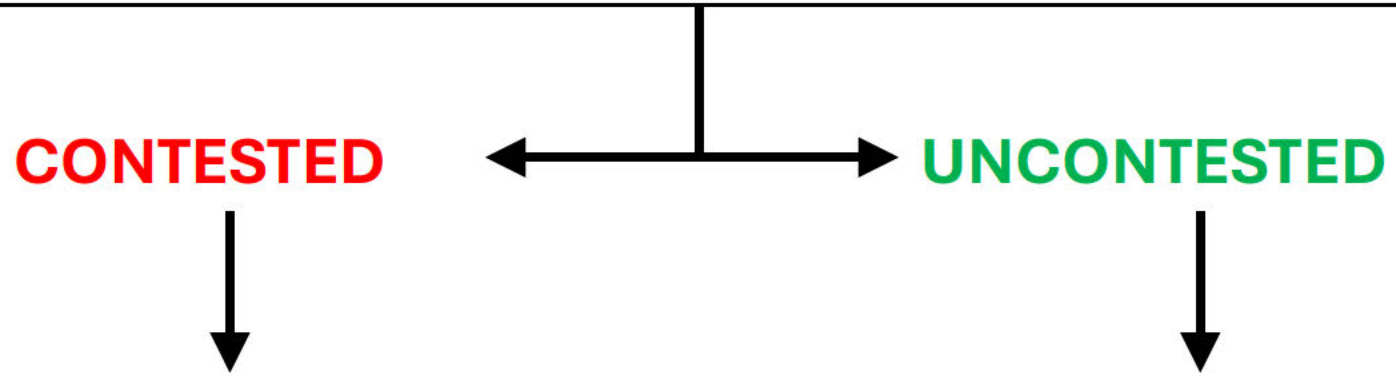


1976
ORDER 7699



ANNEXATION PROCESS

STEP 1	Annexation is considered by Council based on recognition of future growth requirements, servicing/access matters, jurisdictional matters, other considerations
STEP 2	The municipality proposes annexation, provides notification to residents, the affected municipality, affected landowner(s)
STEP 3	The municipality consults with affected landowners/community members, and the other municipality, referral agencies
STEP 4	The municipality provides official notice to the LPRT and the other municipality of intent to annex the subject land



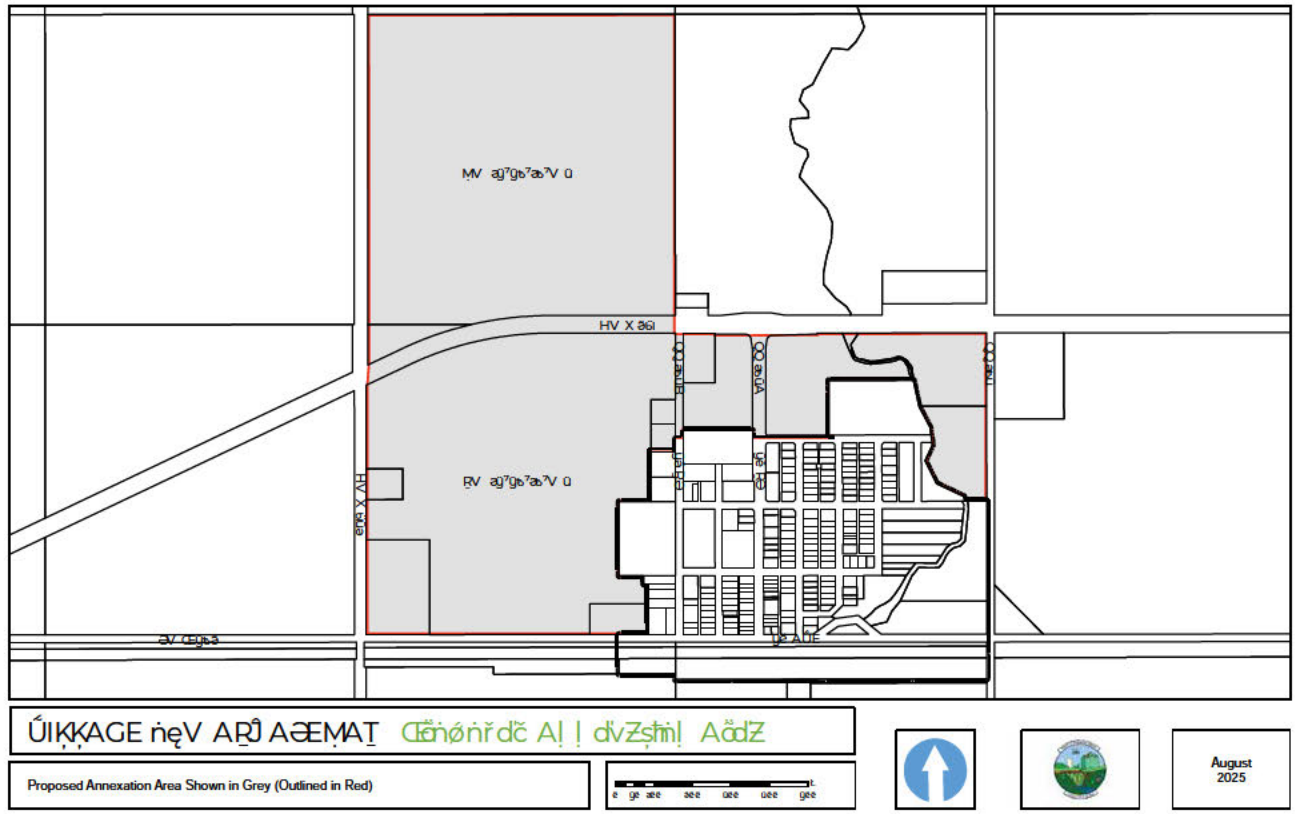
CONTESTED ANNEXATION PROCESS

STEP 5	Required application information/reports are provided to the LPRT
STEP 6	LPRT advertises the proposed annexation
STEP 7	Hearing is held by the LPRT; persons/agencies/municipality can make submissions regarding the annexation (for or against)
STEP 8	Report and recommendations prepared by the LPRT, sent to Minister of Municipal Affairs
STEP 9	Lieutenant Governor of Alberta considers the LPRT report and signs an Order-in-Council if the annexation is approved, approved in part, or not approved
STEP 10	LPRT provides notice of Order to all parties affected by the decision (if approved)

UNCONTESTED ANNEXATION PROCESS

STEP 5	Required application information/reports are provided to the LPRT
STEP 6	LPRT prepared report and recommendations are forwarded to the Minister of Municipal Affairs
STEP 7	Lieutenant Governor of Alberta considers the LPRT report and signs an Order-in-Council (if approved)
STEP 8	LPRT provides notice of Order to all parties affected by the decision (if approved)

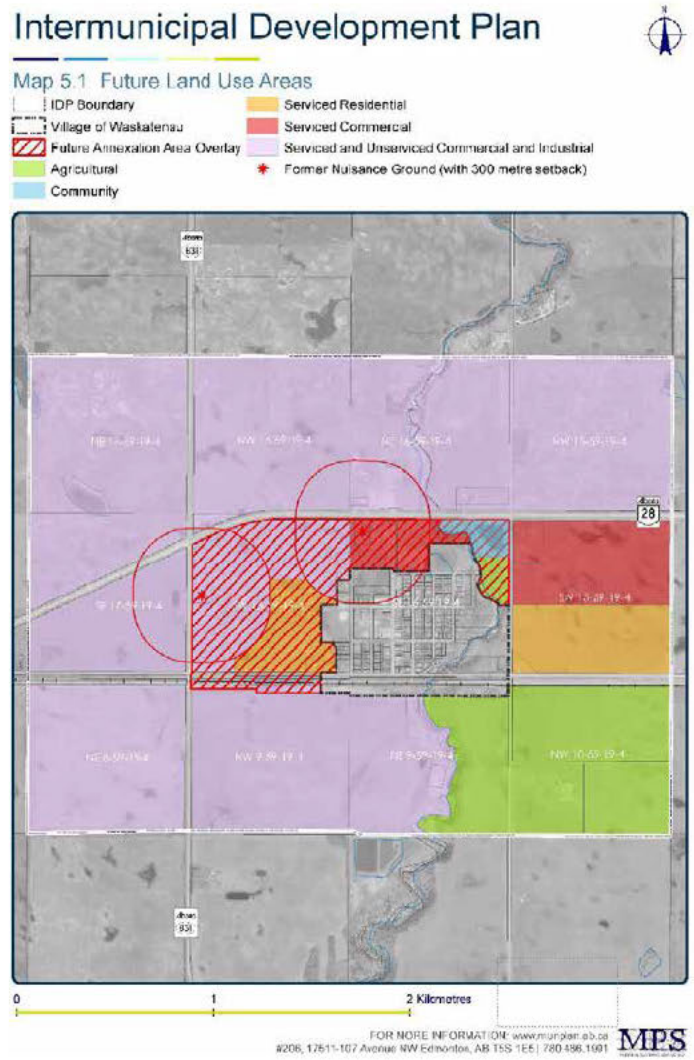
ANNEXATION AREA INFORMATION



Privately Owned Land	Road Rights-of-Way
OT 5225CL	Part of Range Road 193B/52 Street Part of Range Road 193A/50 Street)
Lot 21, Block 16, Plan 8122847	
Lot 20, Block 16, Plan 8122847	
Lot 1, Block 1, Plan 0923870	**Crown Land**
Lot 2, Block 1, 1923509	Waskatenau Creek SW 16-59-19-W4 (north of Highway 28)
Lot 1, Block 17, Plan 8022152	
Parts and Remainder of SW-16-59-19-W4 (four parcels in total)	
Lot 17, Plan 6353ET	
NW 16-59-19-W4	

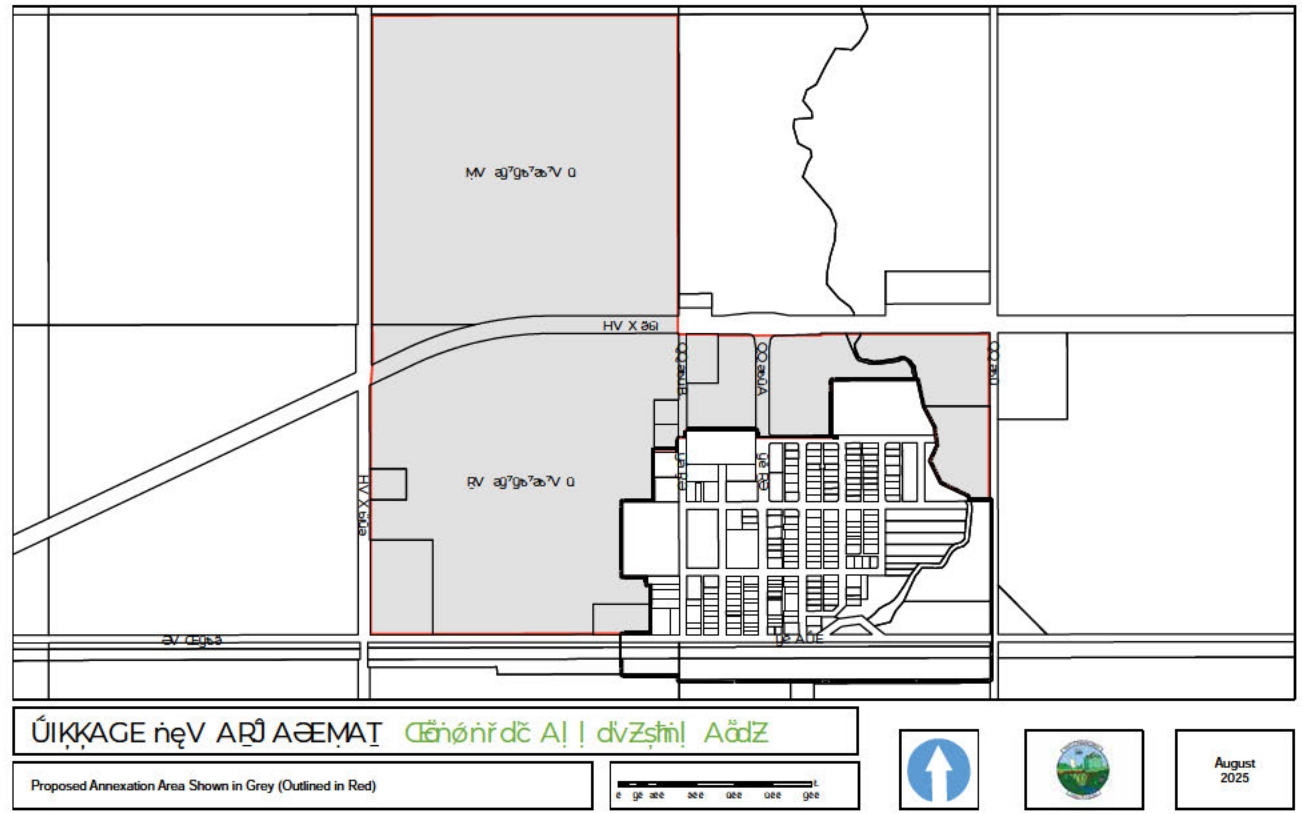
ANNEXATION AREA INFORMATION

- **Village/County Intermunicipal Development Plan:**
  - The proposed annexation area is entirely within the 'Future Annexation Area Overlay' on Map 5.1 – Future Land Use Areas
  - Policy 3.4.2 - Annexations occur from time to time in a positive, orderly, and timely manner with an agreed-upon process where there is a clear need for Village annexation to provide more land for urban development.
  - Policy 3.4.3 - The Village of Waskatenau shall demonstrate reasonable need for annexation through appropriate growth studies to support annexation applications.
- **Smoky Lake County Municipal Development Plan:**
  - Policy 6.1.3.4: Council shall support only those annexation proposals that they feel are required and justified. In forming their position on an annexation proposal, Council shall consider the following:
    - Does the annexation proposal encompass lower capability agricultural land and, if not, is the expansion onto high capability agricultural land justified in light of existing growth direction options? ✓
    - Has the urban centre planned its future land use and development through a municipal development plan or similar planning document? ✓
    - Is the annexation required or does the urban centre have sufficient land within its boundaries to accommodate anticipated growth and development? ✓



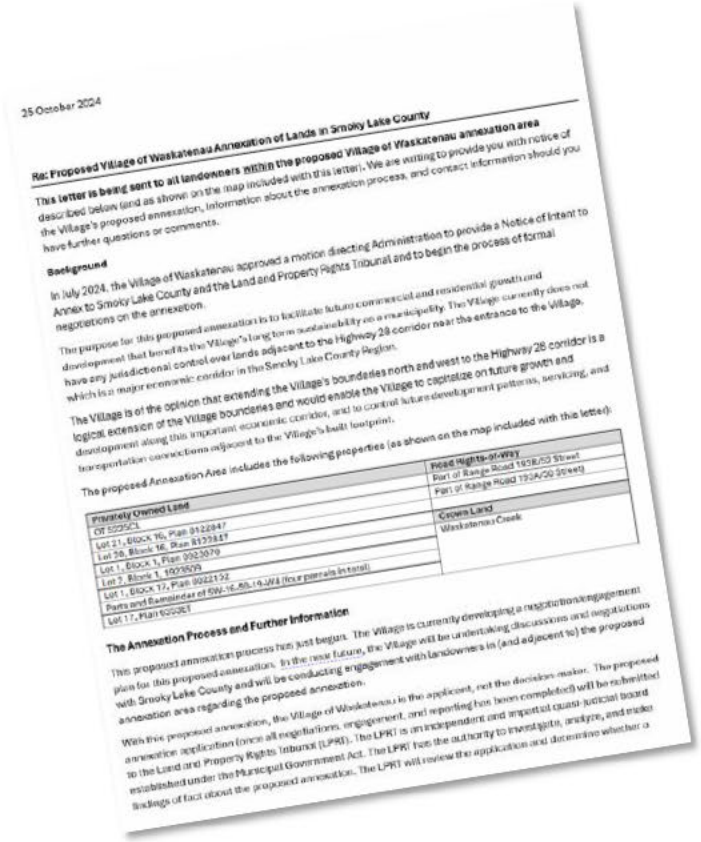
ANNEXATION AREA INFORMATION

- Purpose for the proposed annexation:
  - Logical extension of the Village's boundaries
  - Would enable the Village to capitalize on future growth and development along this economic corridor
  - Control future development patterns, servicing, and transportation connections adjacent to the Village's built footprint



SUMMARY OF ENGAGEMENT

- October 2024: Letters sent to affected County landowners (within the proposed annexation area) and adjacent landowners informing them of:
  - The Village's 'Notice of Intent' submission
  - The (initial) area of the proposed annexation
  - Future engagement
  - Answers to frequently asked questions
  - Contact information for the Village/MPS to discuss the proposed annexation
- Annexation information on the Village's website



25 October 2024

Re: Proposed Village of Waskatenau Annexation of Lands in Smoky Lake County

This letter is being sent to all landowners within the proposed Village of Waskatenau annexation area described below (and as shown on the map included with this letter). We are writing to provide you with notice of the Village's proposed annexation, information about the annexation process, and contact information should you have further questions or comments.

Background

In July 2024, the Village of Waskatenau approved a motion directing Administration to provide a Notice of Intent to Annex to Smoky Lake County and the Land and Property Rights Tribunal and to begin the process of formal negotiations on the annexation.

The purpose for this proposed annexation is to facilitate future commercial and residential growth and development that benefits the Village's long-term sustainability on a municipality. The Village currently does not have any jurisdictional control over lands adjacent to the Highway 28 corridor near the entrance to the Village, which is a major economic corridor in the Smoky Lake County Region.

The Village is of the opinion that extending the Village's boundaries north and west to the Highway 28 corridor is a logical extension of the Village boundaries and would enable the Village to capitalize on future growth and development along this important economic corridor, and to control future development patterns, servicing, and transportation connections adjacent to the Village's built footprint.

The proposed Annexation Area includes the following properties (as shown on the map included with this letter):

Privately Owned Land	**Road Rights-of-Way**
Ptn of SE25SC1	Part of Range Road 195B/C0 Street
Lot 21, Block 16, Plan 8122847	Part of Range Road 193A/00 Street
Lot 16, Block 1, Plan 2023079	
Lot 1, Block 1, 1909509	**Crown Land**
Lot 7, Block 17, Plan 0922132	Waskatenau Creek
Lot 1, Block 17, Plan 8122847	
Parts and Remainder of SW-16-58-19-W4 (four parcels in total)	
Lot 17, Plan 9203ET	

The Annexation Process and Further Information

This proposed annexation process has just begun. The Village is currently developing a negotiations/engagement plan for this proposed annexation. In the near future, the Village will be undertaking discussions and negotiations with Smoky Lake County and will be conducting engagement with landowners in (and adjacent to) the proposed annexation area regarding the proposed annexation.

With this proposed annexation, the Village of Waskatenau is the applicant, not the decision-maker. The proposed annexation application (once all negotiations, engagement, and reporting has been completed) will be submitted to the Land and Property Rights Tribunal (LPRT). The LPRT is an independent and impartial quasi-judicial board established under the Municipal Government Act. The LPRT will review the application and determine whether a

SUMMARY OF ENGAGEMENT

- April 8, 2026: In-person Drop-In Open House
  - Attended by affected landowners, Village/area residents
  - Feedback/questions received included:
    - Development processes in the Village vs. County
    - How taxation will be addressed
    - Extension of municipal services/infrastructure
    - Lack of highway exposure on Village's economic development opportunities
    - Allowance for existing rural/agricultural activities to continue
    - Opportunity provided by new school site
    - Impact of highway on access to the Village



NEGOTIATED ITEMS/CONDITIONS

- May be requested by:
  - ‘Annexing’ municipality
  - ‘Annexed’ municipality
  - Landowners/community members
  - Services providers

- Examples:
  - Honouring lower of the two municipality’s fees for development permits (for a time period or until triggering event occurs)
  - Honouring landfill permits, recycling fees, etc.
  - Continuation of existing private water/sanitary systems (until services are extended)
  - Road maintenance standards
  - Compensation for infrastructure, improvements, loss of tax revenue

COUNTY/VILLAGE DISCUSSIONS

- Several Council-to-Council meetings through this process, and discussions between Administrations
- Discussions have been open/honest
- Village requested conditions/negotiated items from the County, majority of conditions have been resolved
- Not all conditions may be resolved at time of application submission to the LPRT

NEXT STEPS

- Village **gathers feedback** from landowners/community members and shares with the County for their information
- Village **shares engagement feedback** with Smoky Lake County
- Village **prepares potential solutions/conditions** to address feedback received
- Village and County **engage in further discussions and negotiations** (if required)
- Village **prepares an Annexation Report** for the Land and Property Rights Tribunal
- Village **shares the Annexation Report with Smoky Lake County** and requests a motion of support for the annexation
- Village **submits the Annexation Report** to the Land and Property Rights Tribunal
- Land and Property Rights Tribunal r**eviews the Annexation Report**, and determines whether a hearing is required (if contested) or not required (not contested)
- Land and Property Rights Tribunal **holds hearing (if required)**
- Land and Property Rights Tribunal **provides recommendation to the Minister** of Municipal Affairs, who will proceed to Cabinet with an Order-in-Council for approval or refusal
- The proposed annexation is **approved or refused**

CONTACT INFORMATION

Reach out anytime with your questions!

Brad MacDonald
Senior Planner, MPS
b.macdonald@munplan.ab.ca

Bernice Macyk
CAO, Village of Waskatenau
waskvillage@mcsnet.ca

Outlook

Re: Link for Waskatenau Meeting Tuesday, April 14

From Brad Macdonald <b.macdonald@munplan.ab.ca>
Date Thu 4/9/2026 12:32 PM
To Andrusiak, Christine [redacted]

Hi Christine,

The link is making its way to the Village's website by the end of the week, but in the meantime, here you go! If you have any questions in the meantime, I'm happy to answer when I get back to the office next week.

Thank you,

Brad

Topic: Waskatenau Annexation Application- Online Information Meeting
Time Apr 14, 2026 06 30 PM Edmonton
Join Zoom Meeting
https://us06web.zoom.us/j/87260012612?pwd=EIqyfpFFTabLjHzXjq64cLBX5rE56X.1

Meeting ID: 872 6001 2612
Passcode: 308532

One tap mobile
+16475580588,,87260012612#,,,,*308532# Canada
+17789072071,,87260012612#,,,,*308532# Canada

Join instructions
https://us06web.zoom.us/meetings/87260012612/invitations?signature=PtxF_bJFc9vrSBDhb9TUe1nrhZOXCPshWJST0Y0cGho

BRAD MACDONALD RPP MCIP
Planner

MUNICIPAL PLANNING SERVICES

p: 780.486.1991
e: b.macdonald@munplan.ab.ca
a: #206, 17511 – 107 Ave NW
Edmonton, AB T5S 1E5
www.munplan.ab.ca

Confidentiality Warning: This message and any attachments are intended only for the use of the intended recipient(s), are confidential, and may be privileged. If you are not the intended recipient, you are hereby notified that any review, retransmission, conversion to hard copy, copying, circulation or other use of this message and any attachments is unauthorized. If you are not the intended recipient, please notify the sender immediately by return e-mail, and delete this message and any attachments. Thank you.

From: Andrusiak, Christine [redacted]
Sent: Thursday, April 9, 2026 9:02 AM
To: Brad Macdonald <b.macdonald@munplan.ab.ca>
Subject: Link for Waskatenau Meeting Tuesday, April 14

Brad,

Could you please forward the link to the Proposed Annexation Information Open House Meeting for the Village of Waskatenau for Tuesday, April 14.

Thank you,
Christine

[redacted]

Outlook

Village of Waskatenau Annexation application

From Charles Iggulden <ciggulden@infinityenergy.ca>
Date Tue 4/14/2026 11:48 AM
To CAO Waskatenau <waskvillage@mcsnet.ca>; Brad Macdonald <b.macdonald@munplan.ab.ca>
Cc [redacted]

1 attachment (422 KB)
14 April 2026 final village of Waskatenau.pdf;

Dear Mayor and Council,

Please find attached my letter of support and accompanying brief regarding the proposed annexation for the Village of Waskatenau.

As a ratepayer, I believe this initiative is essential to the long-term health, growth, and prosperity of our community.

Thank you for your leadership and consideration of this submission.

Dr. Charles Iggulden BA B.Comm DBA
President & CEO
[redacted]

14 April 2026

To: Council and Administration
Village of Waskatenau

Re: Letter of Support for Proposed Annexation

Dear Mayor and Members of Council,

I am writing as a **ratepayer of the Village of Waskatenau** to express my **full support for the proposed annexation** currently under consideration.

At its core, this is a matter of **community health, sustainability, and long-term opportunity**. A community must either grow or decline—there is no stable middle ground. If a community is not growing, it is, in effect, slowly declining. Thoughtful, planned expansion is therefore essential to ensuring the future viability of Waskatenau.

Historically, strong, and resilient rural communities are built upon key foundational elements:

- A **school** to educate and anchor families.
- A **bank** to support financial activity and local investment.
- A **grain terminal** to enable farmers to bring products to market efficiently.
- A **post office** to connect the community to broader commerce and communication.

With the **new school under development, Waskatenau is** at a critical inflection point. This investment signals confidence in the community's future and creates the conditions for **population growth, family settlement, and renewed economic activity**. It is also an opportunity to **catch up from past periods of lower population and limited expansion**.

Beyond infrastructure and planning, Waskatenau has a **long and proud history of community strength through sport and teamwork**. The Village has been known for:

- Competitive **baseball programs**, including participation at higher levels such as Triple-A
- Strong **minor hockey and baseball programs** for youth development
- A vibrant **curling rink**, supporting leagues, training, and advancement to higher competitive levels.
- Hosting **tournaments across multiple sports**, building regional reputation.

These activities have done more than produce strong teams. They have built a **community identity**. Over the decades, residents have contributed their time and effort to create a **team-oriented, community-conscious environment**.

This tradition of sports excellence has resulted in:

- Youth advancing to **higher levels of sport and scholarships.**
- A reputation as a **team sports town**
- Strong **community cohesion and shared purpose**

Sport in Waskatenau has always been about more than competition; it has been about **building character, teamwork, and a shared vision for success**. This has directly contributed to **commerce, goodwill, and a cooperative spirit** within the Village.

Waskatenau has long been recognized as a community built on **sports, teamwork, and commerce**, where residents work together toward a common goal of a **strong, prosperous future**. This foundation was created through **decades of hard work and volunteer commitment** by residents.

Today, the proposed annexation represents one of the few opportunities for the community to **build on that original vision** and move forward not as a follower but as a **leader in rural community development**.

Annexation enables the Village to plan properly, expand responsibly, and support **residential development, housing availability, and commercial growth**. Without land and planning capacity, growth cannot occur. With it, the Village can position itself to **flourish once again**.

I would also like to commend the **Mayor, Council, and Administration** for demonstrating the **vision and leadership** required to move the Village forward.

On a personal note, Waskatenau represents an **ideal community model**:

- A place where **seniors can retire with quality of life and affordability.**
- A place where **families can raise children in a safe, supportive environment.**
- A place where **local commerce can grow, succeed, and contribute to the regional economy.**

Economic development at the local level has a **compounding effect**. Every dollar spent locally circulates approximately **7 to 10 times**, creating employment, supporting businesses, and strengthening the Village economy.

For these reasons, I strongly believe that the proposed annexation will:

- Support **sustainable long-term growth.**
- Enhance **community health and vitality.**
- Enable **economic expansion and housing development.**
- Position Waskatenau for success over the **next 20 to 30 years.**

Accordingly, I respectfully submit this letter as a **formal statement of support** for the Village of Waskatenau's annexation plan.

As a ratepayer, I fully support this initiative and believe it will serve the Village and its residents well into the future.

Thank you for your leadership and commitment to the community.

Sincerely,

[redacted]

Charles Iggulden
Ratepayer, Village of Waskatenau

[redacted]

VILLAGE OF WASKATENAU – ANNEXATION SUPPORT BRIEF
Submitted by: Charles Iggulden, Ratepayer
Purpose: Technical and Strategic Support for Proposed Annexation

---

1. EXECUTIVE SUMMARY

This brief supports the Village of Waskatenau's proposed annexation as a **necessary, forward-looking planning initiative** required to ensure:

- Sustainable population growth
- Long-term municipal viability
- Expanded housing and land availability.
- Strengthened local economy.
- Efficient infrastructure and service planning

The annexation aligns with core municipal planning principles and supports the continued development of a **strong, community-oriented municipality**.

---

2. COMMUNITY HEALTH, IDENTITY & VIABILITY

A municipality's long-term health is directly tied to its ability to grow.

Key Principle:
A community that is not growing is in decline.

Waskatenau is not just a geographic location; it is a **community built on teamwork, volunteerism, and shared purpose**, deeply rooted in its **sports and community culture**.

---

3. COMMUNITY LEGACY – SPORTS, TEAMWORK & VOLUNTEERISM

For decades, Waskatenau has built a reputation as a **team sports town**, with strong participation and success in:

- **Baseball**, including high-level competitive teams (Triple A)
- **Minor hockey and baseball programs** supporting youth development.
- **Curling**, with leagues, training programs, and advancement to higher competition
- Regional **tournaments** that brought visitors, commerce, and recognition

This legacy reflects:

- **Decades of volunteer commitment** by residents
- Strong **community engagement and pride**
- Development of youth who progressed to **higher levels of sport and scholarships.**

The sports culture in Waskatenau has been a driving force behind:

- Community cohesion
- Economic activity through events and tournaments
- A shared identity focused on **teamwork and excellence.**

This foundation is a direct contributor to Waskatenau's reputation as a **community-conscious, collaborative, and resilient municipality**.

---

4. FOUNDATIONAL COMMUNITY INFRASTRUCTURE

Strong communities require:

- School
- Banking services
- Grain terminal
- Post office

With a new school underway, Waskatenau is positioned to re-establish itself as a **regional hub**, provided land is available for growth.

---

5. LAND SUPPLY & HOUSING

Annexation enables:

- Residential expansion
- Attraction of families, retirees, and the workforce
- Sustainable population growth

Without land, growth is not possible.

---

6. ECONOMIC IMPACT

- Every **$1 spent locally circulates 7–10 times.**
- Growth drives:
    - Business viability
    - Employment
    - Municipal revenue

Annexation is a catalyst for economic expansion.

---

7. INFRASTRUCTURE & SERVICING

Annexation supports:

- Planned infrastructure expansion.
- Efficient service delivery
- Long-term cost control

---

8. STRATEGIC POSITIONING

Waskatenau can evolve as:

- Retirement destination
- Family-centred community
- Agricultural service hub

This is enabled through land and planning capacity.

---

9. LEADERSHIP & COMMUNITY MOMENT

This annexation represents a rare opportunity to:

- Build on the **founders' vision.**
- Strengthen the **lifeblood of a healthy, vibrant community.**
- Position Waskatenau as a **leader, not a follower**, in rural growth.

The foundation for this moment has been built through **decades of local volunteerism, hard work, and community pride**.

---

10. LONG-TERM OUTLOOK (20–30 YEARS)

The annexation will:

- Support population growth.
- Expand the tax base.
- Enable economic diversification.
- Strengthen community sustainability.

---

11. CONCLUSION

The proposed annexation is:

✓ Strategically justified
✓ Community-supported in principle
✓ Economically beneficial
✓ Essential for long-term viability

---

12. FORMAL POSITION

As a **ratepayer of the Village of Waskatenau**, I fully support the proposed annexation and believe it will serve the Village and its residents well for the next **20 to 30 years**, allowing the community to grow, prosper, and continue its legacy of **teamwork, excellence, and shared success**.

Submitted by:
Charles Iggulden
Ratepayer, Village of Waskatenau

Outlook

FW: Village of Waskatenau Annexation Proposal

From waskvillage@mcsnet.ca <waskvillage@mcsnet.ca>
Date Mon 4/13/2026 3:42 PM
To Brad Macdonald <b.macdonald@munplan.ab.ca>
Cc [redacted]

Hi Brad

I received this email from Sharon Andrusiak, one of the affected landowners for the proposed annexation this afternoon. She was at the in-person open house last week.
Thank you
Bernice Macyk, CAO
Village of Waskatenau
(780) 358-2208 phone.fax

From: [redacted]
Sent: April 13, 2026 3 34 PM
To: waskvillage@mcsnet.ca; jruegg@smokylakecounty.ab.ca; lprt@gov.ab.ca
Subject: Village of Waskatenau Annexation Proposal

To: Council and Administration
Village of Waskatenau

Re: Objection to Proposed Annexation
**Parts and Remainder of SW-16-59-19-W4 (Four Parcels)

I, **Sharon Andrusiak**, the registered landowner of the above-described lands, am writing to formally submit my **official objection** to the proposed annexation of these lands by the Village of Waskatenau.

At this time, the Village has **not provided any supporting studies, reports, or evidence** demonstrating a need for the annexation of the subject lands Furthermore, no documentation has been provided to show that the Village has the **capacity or ability to service** these lands if annexation were to occur.

In the absence of clear justification, demonstrated necessity, and confirmed servicing capability, I do not support the proposed annexation of my property.

Please ensure that this letter is entered into the official record regarding the proposed annexation.

Thank you for your attention to this matter.

Sincerely,

Sharon Andrusiak
Registered Landowner

Victoria Home Guard Historical Society

[redacted]

received June 2, 2026

June 1, 2026

Smoky Lake County
4612 McDougall Drive
Smoky Lake AB T0A 3C0

Attention: Smoky Lake County Council

On behalf of the Victoria Home Guard Historical Society, I am requesting funding assistance for a project we are currently initiating. This will be a roadside exhibit centered on the history of the Lobstick River Lot Settlement. Council has heard and approved this project at our presentation August 16 and recently we have received the Development Permit for the project.

The project cost is estimated at approximately $21,000 and work is being planned for this year and 2027. This will significantly deplete our financial resources as the Home Guard endeavors to continue its valued work in bringing the Victoria history to the public. We therefore, request $1500 to help offset the cost of the project. Please call me for further information or clarification. Your consideration is much appreciated.

Respectfully submitted,

[redacted]

Don Klym, Past President

ALBERTA
MUNICIPAL AFFAIRS
Office of the Minister
MLA, Peace River

AR122196

June 4, 2026

Reeve Craig Lukinuk
Smoky Lake County
PO Box 310
Smoky Lake AB T0A 3C0

Dear Reeve Lukinuk:

Thank you for meeting with me and my team during the Rural Municipalities of Alberta Spring 2026 Convention. The leadership of municipal officials like you and your council is essential to the well-being of communities across Alberta, and feedback from local governments remains an important part of informing our work.

I appreciated the breadth of our discussion on rural health and emergency service pressures, including physician shortages, emergency room closures, ambulance response times, and underused facilities; roads and bridges, including funding gaps, safety impacts, and the need for more flexible standards such as replacing bridges with culverts; regional fire services; and concerns related to insurance "aging out" standards for fire trucks.

I am copying my colleague Ron Wiebe, Parliamentary Secretary for Rural Health (North), regarding concerns related to physician shortages, emergency room closures, ambulance response times, and underused facilities. I have also copied the Honourable Devin Dreeshen, Minister of Transportation and Economic Corridors, regarding the county's interest in replacing bridges with culverts to reduce costs and the need for more flexible standards.

It was a pleasure connecting with you and members of your council. I look forward to our ongoing work to support rural communities and address the priorities most important to your municipality.

Sincerely,

[redacted]

Dan Williams, ECA
Minister of Municipal Affairs

cc: Honourable Devin Dreeshen, Minister of Transportation and Economic Corridors
Ron Wiebe, Parliamentary Secretary for Rural Health (North)
Kevin Lucas, Chief Administrative Officer, Smoky Lake County

EVERGREEN REGIONAL WASTE MANAGEMENT SERVICES COMMISSION MEETING

Thursday, May 21, 2026
County of St. Paul Office
1:00 p.m.

AGENDA

1. Call to Order
2. Additions to the Agenda
3. Minutes of April 17, 2026 Regular Meeting
4. Business Arising from Minutes
   a. Quote for maintenance shop doors
   b.
   c.
5. Closed Meeting Session
6. Financials
   a. Treasurer's Report
   b. GIC 46 & 56
7. New Business
   a. Regional Site Report
   b. Trac Loader repairs
   c. Report SWANA Conference
   d. Customer appreciation from Finning
   e. Ross Krekoski and Nathan Taylor Presentation 2:00 pm to 2:30 pm
   f. Circular Materials Presentation 2:30 pm
   g.
   h.
8. Other Business/Correspondence
   a.
9. Next Meeting
10. Adjournment

EVERGREEN REGIONAL WASTE MANAGEMENT SERVICES COMMISSION

MINUTES OF REGULAR MEETING

COUNTY OF ST. PAUL
FRIDAY, APRIL 17, 2026
10:00 AM

MEMBERS PRESENT:

Maxine Fodness- Chairman- Virtually
Lorne Halisky
David Fodness
Dan Kotylak- Virtually
Roy Krahulec- Virtually
Leroy Kunyk- Virtually
Tim Smereka- Virtually

ALTERNATES PRESENT:

Louis Dechaine
Bruce Chern- Virtually

OTHERS PRESENT:

Paul Poulin- Manager Evergreen Regional Landfill
Ashley Cozzens- Recording Secretary
Jason Storch- County of St. Paul
Steven Jeffery- Town of St. Paul- Virtually
Dave Franchuk- Smoky Lake County
Jason Wallsmith- County of St. Paul

1. **Call to order**

Maxine Fodness called the meeting to order at 10:01 a.m.

2. **Additions to Agenda**

Move 5.e. Sale of Compactor into closed session
Move closed session to end of the meeting

Dave Fodness made a motion to accept the agenda as amended.

CARRIED

3. Minutes of February 2026

Dan Kotylak made a motion to adopt the minutes of the February 19. 2026 as presented.

CARRIED

4. JMD to present 2025 Financial Statements at 10:00 a.m.

Stephanie Ferance presented the audited financial statements for the 2025 year.

Tim Smereka made a motion to approve the 2025 audited financial statements.

CARRIED

Stephanie left the meeting at 10:27 a.m.

5. Business arising from Minutes

a) Sonnevera

Christina Seidel from Sonnevera will send a "what we heard" report on the workshop held in April in Smoky Lake. She will also be sending a final service delivery strategy report on their finding over the last year.

b) Ambipar Marketing Services Agreement

We received a first draft of the marketing services agreement from Ambipar. This has been sent to Omni McCann to look over and sent to RMA Insurance to see if we need any additional coverage.

A committee consisting of Paul Poulin, Jason Storch, Maxine Fodness and Lorne Halisky is to look over the agreement.

Lorne Halisky made a motion that the committee is to look at the marketing services agreement from Ambipar and to bring it back to the commission board members to review.

CARRIED

c) Fuel Vault Quotes

Two quotes were provided for a new fuel vault; Cornerstone Cooperative and All Peace Petroleum (UFA).

Roy Krahulec made a motion to table the fuel vault discussion to the May Meeting.

CARRIED

Lorne Halisky made a motion to have administration work on a policy for employee use of fuel tank at the Evergreen Regional Landfill site.

CARRIED

d) Bobcat tractor

Received the tractor, we also purchased a rake and blade for it as well.

e) Sale of compactor

Moved to closed meeting session at the end of the meeting.

6. Financials

a) Treasurer's Report

Ashley Cozzens presented the treasurer's report for March 30, 2026.

David Fodness made a motion to accept the treasurer's report as information.

CARRIED

7. New Business

a) Regional site report

Paul Poulin presented the regional site report for April 2026:

- Mix of weather; snow, rain, strong winds
- Have been able to maintain the roads to the best of our ability
- Requested gravel from the County of St. Paul to maintain the main haul road
- Rented two storage tanks from Xtreme Oilfield for our leachate, to help minimize the volumes in the sumps and get into compliance with Alberta Environment

Lorne Halisky made a motion to accept the regional site report as information.

CARRIED

b) Request for decision on a future presentation from Ross Krekoski/ Nathan Taylor

Discussion on giving Ross and Nathan thirty minutes at the May meeting to present. Have them send out an email with a brief insight of the presentation.

c) RFP for Commission Manager

Discussion on the job posting for hiring a new Commission Manager:

- Advertise May 1 to May 29, 2026
- Looking for applicants with more of the administrative knowledge- legislative/regulatory background
- Operation of equipment background an asset
- Have the wage range included in the application
- Applicants will then be shortlisted by committee of Jason, Paul, Maxine and Lorne
- Shortlisted applicants will then be interviewed by the commission board
- Hopeful to start no later than August 1

d) Quote for maintenance shop doors

Provided a quote from St. Paul Glass on replacing some of the panels on the two maintenance shop doors. The doors are not efficiently retaining the heat in the shop; propane expense has going up from previous years due to this.

David Fodness made a motion to table the maintenance shop door repair discussion to the May meeting.

CARRIED

e) Leachate

Discussion on the future, what we will need to do for leachate management. New MSW cell being built in a few years will result in more leachate costs, currently we average around $152,000 per year in leachate disposal and hauling.

- Capping MSW cells as soon as possible to minimize infiltration
- Increase our leachate storage capacity above ground. We currently have one 120m^3 litre storage tank

- Construct a leachate pond on site; use the wind to evaporate the leachate to reduce volumes and hauling costs
- Consider all available leachate disposal technologies to manage leachate like misters, wind aided evaporation systems, leachate recycling on the MSW cells

f) Trac Loader undercarriage

The parts for the trac loader's undercarriage have been ordered. Quote of $38,095.26 from Finning. Will start the repairs in July, mechanic will be able to do this at the Evergreen Regional Landfill's maintenance shop.

8. Other Business/ Correspondence

a) Potential Sonnevera/ Circular Materials information in May

Blaire from Circular Materials will be presenting at the next meeting. Presentation on the EPR (Extended Producer Responsibility) program and the enhanced recycling system that is coming to Alberta fall 2026.

9. Closed Session

Attendance of the closed session:
The closed session includes all those Members and Alternates of the Commission previously listed in attendance except Roy Krahulec who was asked to leave. Also in attendance was administration of Paul Poulin, Ashley Cozzens, Jason Storch and Dave Franchuk.

David Fodness made a motion to go into closed session at 12:14 p.m.

CARRIED

David Fodness made a motion to return to the regular meeting at 12:25 p.m.

CARRIED

David Fodness made a motion to deny the request.

CARRIED

10. Next Meeting

Next Meeting is scheduled for Thursday, May 21, 2026 at the County of St. Paul office.

11. Adjournment

Maxine Fodness adjourned the meeting at 12:28 p.m.

_____ _____

Date **Commission Chairman**

DRAFT

ERWMSC- 2026 Budget to Actual
January 1 to April 30, 2026

	2026					2025
	Budgeted Tonnage	Actual Tonnage	Rate	Budgeted Revenue	Actual Revenue	
Revenue						
Upfront Fees						
County of St. Paul				$ 117,530.53	$ 117,530.53	$ 116,717.17
Smoky Lake County				$ 48,021.14	$ 48,021.14	$ 47,580.75
Town of St. Paul				$ 67,571.44	$ 67,571.44	$ 67,852.88
Town of Smoky Lake				$ 11,470.35	$ 11,470.35	$ 12,141.66
Town of Elk Point				$ 15,439.29	$ 15,439.29	$ 15,719.82
Village of Vilna				$ 2,481.97	$ 2,481.97	$ 2,491.04
Village of Waskatenau				$ 2,485.28	$ 2,485.28	$ 2,496.68
Total Upfront Fees				**$ 265,000.00**	**$ 265,000.00**	**$ 265,000.00**
Commission Members MSW						
Member County of St. Paul	2,064	541.00	40	$ 82,560.00	$ 21,640.00	$ 21,639.20
Member Smoky Lake County	1,175	365.05	40	$ 47,000.00	$ 14,602.00	$ 12,989.60
Member Town of St. Paul	1,501	453.00	40	$ 60,040.00	$ 18,120.00	$ 18,756.40
Member Town of Elk Point	327	103.05	40	$ 13,080.00	$ 4,122.00	$ 4,367.60
Member Town of Smoky Lake	660	177.43	40	$ 26,400.00	$ 7,097.20	$ 7,767.20
Total Commission Members MSW	**5,727**	**1,639.53**		**$ 229,080.00**	**$ 65,581.20**	**$ 65,520.00**
Commission Private Haulers MSW						
County of St. Paul	381	160.32	85	$ 32,385.00	$ 13,627.20	$ 10,141.35
Town of St. Paul	1,007	312.53	85	$ 85,595.00	$ 26,565.05	$ 22,825.90
Town of Elk Point	252	88.83	85	$ 21,420.00	$ 7,550.55	$ 6,874.80
Smoky Lake County	182	32.79	85	$ 15,470.00	$ 2,787.15	$ 3,598.90
Total Commission Private MSW	**1,822**	**594.47**		**$ 154,870.00**	**$ 50,529.95**	**$ 43,440.95**
Private Haulers MSW						
Get Trashed	991	8.30	85	$ 84,235.00	$ 705.50	$ 16,062.45
Wildrose Disposal	4,183	1,299.57	141	$ 589,803.00	$ 183,239.37	$ 184,268.67
Seven Lakes	769	256.89	80	$ 61,520.00	$ 20,551.20	$ 12,390.00
Village of Glendon	112	32.58	100	$ 11,200.00	$ 3,258.00	$ 3,481.00
Saddle Lake	905	304.00	85	$ 76,925.00	$ 25,840.00	$ 22,895.60
Frog Lake	583	186.37	85	$ 49,555.00	$ 15,841.45	$ 17,666.40
Kehewin	224	79.57	85	$ 19,040.00	$ 6,763.45	$ 4,799.95
MD of Bonnyville	144	50.68	85	$ 12,240.00	$ 4,307.80	$ 2,794.80
Town of Bonnyville	370	156.27	85	$ 31,450.00	$ 13,282.95	$ 5,367.75
City of Cold Lake	213	52.10	85	$ 18,105.00	$ 4,428.50	$ 6,907.10
Total Private Haulers MSW	**8,494**	**2,426.33**		**$ 954,073.00**	**$ 278,218.22**	**$ 276,633.72**

Commission Private Haulers MSW

		Tonnes	Rate	$
County of St. Paul				
E360S		112.87	85	$ 9,593.95
Quest		18.04	85	$ 1,533.40
Seed Cleaning Plane		13.94	85	$ 1,184.90
Wildrose Disposal		12.62	85	$ 1,072.70
Get Trashd		2.85	85	$ 242.25
	Total	**160.32**		**$ 13,627.20**
Town of St. Paul				
E360S		253.17	85	$ 21,519.45
Quest		27.29	85	$ 2,319.65
Get Trash'd		30.92	85	$ 2,628.20
Commercial Cash		1.15	85	$ 97.75
	Total	**312.53**		**$ 26,565.05**
Town of Elk Point				
E360S		88.83	85	$ 7,550.55
	Total	**88.83**		**$ 7,550.55**
Smoky Lake County				
Vinette Salvage		32.79	85	$ 2,787.15
	Total	**32.79**		**$ 2,787.15**
Total Commission Private MSW		**594.47**		**$ 50,529.95**

Other Tipping Fees							
Inert Waste	1,587	225.52	55	$ 87,285.00	$ 12,403.60	$	16,737.60
Ashes (Pit Waste) County of St. Paul	191	-	40	$ 7,640.00	$ -	$	1,026.00
Ashes (Pit Waste) Town of Elk Point	40	-	40	$ 1,600.00	$ -	$	554.40
Burnt Buildings		12.65	85	$ -	$ 1,075.25		
Site Cleanup- Saddle Lake		528.93	85	$ -	$ 44,959.05		
Asbestos	-		200	$ -	$ -	$	-
Contaminated Soil	-		25	$ -	$ -	$	-
Town of St. Paul WWTP	550	248.32	35	$ 19,250.00	$ 8,691.20	$	7,371.70
Town of St. Paul Yard Waste	500	-	10	$ 5,000.00	$ -	$	41.30
Total Other Revenue	**2,868**	**1,015.42**		**$ 120,775.00**	**$ 67,129.10**	**$**	**25,731.00**
Surcharges							
Mattress' ($10 per- Commercial)				$ 3,600.00	$ 470.00	$	1,330.00
Spike ($88)				$ 1,320.00	$ 5,632.00	$	2,024.00
Freon Removal ($20 per unit)				$ 800.00	$ 120.00	$	220.00
Equipment ($88 per 1/2hr)				$ 440.00	$ 792.00	$	-
Total Surcharges				**$ 6,160.00**	**$ 7,014.00**	**$**	**3,574.00**
Interest/ Recycling/ Other Revenue							
Interest Revenue							
Chequing/ Savings				$ 14,000.00	$ 5,996.72	$	3,781.07
Interest Earned on GIC's reinvested				$ 112,282.96	$ -	$	51,420.68
Recycling Revenue							
Metal				$ -	$ -	$	10,999.91
Electronics				$ 300.00	$ -	$	232.66
Paint				$ 3,000.00	$ 487.80	$	1,967.28
HHW				$ 200.00	$ -		
Other Services				$ -		$	160.92
Sale of old Compactor					$ 100,000.00		
Total Interest/Recycling/Other				**$ 135,942.96**	**$ 113,498.52**	**$**	**72,136.52**
Total Tonnage/ Revenue	**18,911**	**5,675.75**		**$ 1,859,740.96**	**$ 839,956.99**	**$**	**748,462.19**

Expenses	Budgeted 2026	Actual 2026	2025
Fixed Operating Costs			
Accounting & Legal	$ 19,000.00	$ 15,000.00	$ 14,500.00
Advertising & Promotions	$ 2,000.00	$ 143.20	$ 429.98
Council Honoranium	$ 12,600.00	$ -	$ -
Bad Debts	$ 100.00	$ -	$ -
Boot Allowance	$ 400.00	$ -	$ 190.48
Fuel & Oil	$ 10,000.00	$ 10,000.00	$ 10,000.00
Groundwater Monitoring/ Reports	$ 80,000.00	$ 11,800.81	$ 10,267.19
Insurance	$ 72,000.00	$ 151.00	$ -
Interest & Bank Charges	$ 3,500.00	$ 1,037.98	$ 996.88
Leachate	$ 52,000.00	$ 52,000.00	$ 33,355.82
Meeting Expenses	$ 5,000.00	$ 3,380.58	$ 984.22
Membership & Registration	$ 1,500.00	$ 726.59	$ 500.00
Mileage & Subsistence	$ 7,000.00	$ 1,688.60	$ 1,717.41
Miscellaneous- Approval/Appeal	$ 18,000.00	$ -	$ -
Office Supplies	$ 12,000.00	$ 1,653.28	$ 2,864.89
Propane	$ 17,000.00	$ 5,676.54	$ 8,502.81
Road Maintenance	$ 25,000.00	$ -	$ 118.80
Small Tools & Shop Supplies	$ 4,000.00	$ 1,391.93	$ 600.03
Telephone & Internet	$ 4,600.00	$ 1,365.30	$ 1,327.20
Training	$ 5,000.00	$ 775.00	$ 2,993.58
Transfer Station- Regional Site	$ 5,000.00	$ 595.53	$ 150.00
Transfer Station- Commission Sites	$ 2,500.00	$ 16.21	$ 192.27
Utilities	$ 9,000.00	$ 2,466.24	$ 2,466.40
Total Fixed Costs	**$ 367,200.00**	**$ 109,868.79**	**$ 92,157.96**
Variable Operating Costs			
Cell Operations & Maintenance	$ 19,500.00	$ 1,750.00	$ 2,040.00
Fuel & Oil	$ 80,000.00	$ 7,910.66	$ 9,405.78
Leachate	$ 152,000.00	$ 4,213.22	$ -
Postage & Freight	$ 2,500.00	$ 282.06	$ 630.04
Rent of Equipment	$ 3,000.00	$ 150.00	$ -
Repair & Maintenance- Buildings	$ 6,000.00	$ 180.00	$ 340.00
Repair & Maintenance- Equipment	$ 65,000.00	$ 5,802.59	$ 12,730.33
Repair & Maintenance- Vehicles	$ 8,000.00	$ 12.72	$ 372.05
Site Operations & Maintenance	$ 20,000.00	$ 6,687.76	$ 1,332.40
Wages	$ 410,000.00	$ 110,673.56	$ 109,890.28
Workers Compensation (($410,000/$100)*$3.84)	$ 15,744.00	$ 634.88	$ 893.50
Total Variable Costs	**$ 781,744.00**	**$ 138,297.45**	**$ 137,634.38**

Wildrose Disposal			
Freight on Board (Monthly $56/per tn)	$ 234,248.00	$ 72,775.92	$ 73,184.72
Payback end of Year ($21/per tn if 2,000 tns reached)	$ 87,843.00	$ -	$ -
Renting of Shredder- Mattress/ Furniture	$ 55,000.00	$ 54,520.00	$ -
Closure/ Post Closure			
$4.5/tn	$ 72,193.50	$ 20,971.49	$ 20,554.56
Capital Replacement			
$7/tn			
Invest in Reserves:			
Equipment Replacement Reserve	$ 149,000.00	$ -	$ -
Interest earned on GIC's Reinvested	$ 112,282.96	$ -	$ 51,420.67
Total Expenses	**$ 1,859,511.46**	**$ 396,433.65**	**$ 374,952.29**
Net Operating Income (Deficit)	**$ 229.50**	**$ 443,523.35**	**$ 373,509.90**

Capital Expenditures (Money in Savings/GIC)			
Sonnevera Workshop- Dec 19/25 Motion		$ 1,224.00	
Compact Tractor- Feb 19/26 Motion		$ 25,419.16	
Sonnevera Workshop-April 2026		$ 1,490.00	
	$ -	**$ 28,133.16**	**$ -**

Daily Banking & Investments

Operating-Business	$ 376,980.73
Savings- Business High Yield Savings	$ 850,546.82

GIC 46	**2 Year Non-Redeemable**	**Rate 4.55%**	**Maturity May 26, 2026**	**$ 1,475,723.81**
	Cell Replacement Reserve	$ 740,246.75		
	Asset Retirement Obligation	$ 650,004.14		
	Capital Replacement	$ 85,472.92		
GIC 54	**3 Year Non-Redeemable**	**Rate 3.05%**	**Maturity March 22, 2028**	**$ 344,020.44**
	Compactor	$ 48,343.31		
	Trac loader	$ 27,097.47		
	Asset Retirement Reserve	$ 55,168.21		
	Capital Replacement	$ 5,881.97		
	Not put towards anything	$ 207,529.48		
GIC 55	**2 Year Non-Redeemable**	**Rate 2.85%**	**Maturity May 21, 2027**	**$ 700,000.00**
	Cell Replacement Reserve	$ 380,726.08		
	Asset Retirement Obligation	$ 195,234.69		
	Not put towards anything	$ 124,039.23		
GIC 56	**1 Year Non-Redeemable**	**Rate 2.80%**	**Maturity May 21, 2026**	**$ 200,000.00**
	Not put towards anything	$ 200,000.00		
GIC 57	**2 Year Non-Redeemable**	**Rate 2.85%**	**Maturity August 21, 2027**	**$ 116,675.00**
	Cell Replacement Reserve	$ 116,675.00		
GIC 58	**1 year Non-Redeemable**	**Rate 2.60%**	**Maturity November 25, 2026**	**$ 221,910.40**
	Leachate Reserve	$ 221,910.40		

Total in Reserves	**$ 3,058,329.65**

RESTRICTED SURPLUS:

Cell Replacement Reserve	$ 1,237,647.83
Asset Retirement Obligation	$ 900,407.04
Capital Replacement	$ 91,354.89
Leachate Reserve	$ 221,910.40
Compactor	$ 48,343.31
Trac loader	$ 27,097.47
	$ 2,526,760.94
Not put towards anything	**$ 531,568.71**
	$ 3,058,329.65

Evergreen Regional Waste

Direct Deposit Log 01/04/2026 to 24/04/2026

	Payee		Amount	Trans. Date
VP179	**Canadian Natural Resources Limited**	$	1,775.03	24-04-2026
	Leachate Disposal February 2026			
VP180	**Lift Boss Inc.**	$	1,620.08	24-04-2026
	Filters for Equipment			
VP181	**Defender Inc.**	$	80.63	24-04-2026
	Freight			
VP182	**Omni-McCann Inc.**	$	8,127.95	24-04-2026
	Evergreen, Ashmont, Mallaig			
VP183	**Cornerstone Co-operative**	$	9,000.30	24-04-2026
	Fuel, Diesel, Oil			
VP185	**Wildrose Disposal Inc.**	$	18,893.28	24-04-2026
	FOB March 2026			
VP187	**County of St. Paul No. 19**	$	37,732.22	24-04-2026
	Wages March 2026			
VP188	**Xtreme Oilfield Technology**	$	17,516.29	24-04-2026
	Leachate Hauling March 2026			
VP189	**DBS Environmental**	$	6,448.50	24-04-2026
	Smoky Lake & St. Paul			
		$	101,194.28	

Evergreen Regional Waste

Cheque Log 01/04/2026 to 30/04/2026

Cheque No.	Payee		Amount	Trans. Date
6095	**Poulin, Paul**	$	1,774.68	16-04-2026
	Mileage/ Hotel AB Care Conference,			
6096	**Ukrainian National Hall**	$	350.00	16-04-2026
	Sonnevera Workshop			
6097	**Judy Makowichuk**	$	1,140.00	16-04-2026
	Sonnevera Workshop			
6098	**JMD Group LLP**	$	15,750.00	16-04-2026
	2025 Audited Financial Statements			
6099	**Ink Box Office Products**	$	147.00	27-04-2026
	Ink			
		$	19,161.68	

Report Filtered by Originator ID: 8699088080
Report Filtered by File Creation Number: 0017
Report Filtered by File Creation Dates: 2026 - April - 01 To 2026 - April - 24
Report Filtered by Report Type: AFTR0004

RUN DATE : APR 21, 2026
RUN TIME : 19-43-22

CREDIT UNION CENTRAL OF CANADA
AUTOMATED FUNDS TRANSFER
ITEM TRACE REPORT - INCOMING ITEMS

PROGRAM NXHPM04
REPORT AFTR0004

FROM ORIGINATOR NAME : EVERGREEN REGIONAL WASTE MGMT
ORIGINATOR ID : 8699088080
FILE SEQUENCE NUMBER : 0017
FILE CREATION DATE : 26 APR 21

TO CENTRAL NAME : CR UN CENTRAL OF ALBERTA
CENTRAL ID : 0000086990

ITEM TRACE NUMBER	TRANSIT ACCOUNT ROUTE NUMBER	AMOUNT	TX TYPE	DUE DATE	PAYEE NAME / ORIGINAL ITEM TRACE NUMBER		CROSS REFERENCE NUMBER	M DEST DATA CENTR	REL DATE
[redacted]		6448.50	460C	26114	DBS Environmental,	17		T 00120	26113
		1775.03	460C	26114	Canadian Natural Resource	17		T 00320	26113
		8127.95	460C	26114	Omni McCann Inc.,	17		T 00420	26113
		1620.08	460C	26114	Lift Boss,	17		T 00610	26113
		17516.29	460C	26114	Xtreme Oilfield Technolog	17		T 00610	26113
		80.63	460C	26114	Defender Inc.,	17		T 21990	26113
		9000.30	460C	26114	Cornerstone Co-operative,	17		T 86990	26113
		18893.28	460C	26114	Wildrose Disposal Inc.,	17		T 86990	26113
		37732.22	460C	26114	County of St. Paul No.19,	17		T 86990	26113

	------ DEBITS (D, E & J) -------		------ CREDITS (C, F & I) ------	
	ITEMS	AMOUNT	ITEMS	AMOUNT
TOTAL PAYMENTS	0	0.00	9	101,194.28
TOTAL REVERSALS	0	0.00	0	0.00
TOTAL RETURNS	0	0.00	0	0.00
GRAND TOTALS	0	0.00	9	101,194.28
TOTAL REJECTS	0	0.00	0	0.00

** END OF REPORT **

Evergreen Regional Waste

Customer Aged Summary As at 19/05/2026

Name	Total	Current	31 to 60	61 to 90	91+
County of St. Paul No. 19	3,848.52	3,848.52	-	-	-
Element Pro Restoration	173.80	51.15	122.65	-	-
Friesen Building	323.95	299.20	24.75	-	-
Get Trash'd	2,339.55	2,006.00	333.55	-	-
Kehewin Cree Nation	1,693.20	-	1,693.20	-	-
Motus Solutions Inc.	247.35	247.35	-	-	-
North Bay Development Ltd.	10.00	-	10.00	-	-
Quest Disposal & Recycling Inc.	588.30	588.30	-	-	-
Rivard Roofing Ltd.	1,086.25	1,086.25	-	-	-
Seven Lakes Oilfield Services	5,723.20	5,723.20	-	-	-
Seventy Two Developments	310.75	75.90	234.85	-	-
Smoky Lake County	330.00	330.00	-	-	-
St. Paul Seed Cleaning Plant	1,184.90	746.30	438.60	-	-
Town of Elk Point	1,269.60	1,269.60	-	-	-
Town of St. Paul	11,635.89	11,635.89	-	-	-
Village of Glendon	805.00	805.00	-	-	-
Village of Waskatenau	180.00	180.00	-	-	-
Vinette Salvage	1,897.65	214.20	757.80	925.65	-
Wildrose Disposal Inc.	46,986.94	46,986.94	-	-	-
Xtreme Equipment	-40.15	-	-	-	-40.15
Total outstanding:	80,594.70	76,093.80	3,615.40	925.65	-40.15

Victoria Home Guard Historical Society

Guard founded:1885 Incorporated:1997

May 14, 2026

To Smoky Lake County Council
From Victoria Home Guard Historical Society

I have enclosed the 2025 annual report of the Victoria Home Guard Historical Society.

The executive positions for 2026 are:

President- Jason Boykiw [redacted]

Vice-President-Sharon Phillips [redacted]

Treasurer Bill Sadoway [redacted]

Secretary Elaine Breadon Peiche [redacted]

Past President Don Klym [redacted]

Elaine Breadon Peiche
Secretary VHGHS

P.O. Box 28, Warspite, Alberta T0A 3N0 CANADA

Victoria Home Guard Historical Society

Guard founded:1885 Incorporated:1997

2025 Reports

Annual General Meeting

March 9,2026

P.O. Box 28, Warspite, Alberta T0A 3N0 CANADA

Victoria Home Guard Historical Society Annual General Meeting
Monday March 9,2026 @ 7:00 pm Smoky Lake County Office
`Agenda

1.0 Call to Order

2.0 Presentation of March 9,2026 Agenda

3.0 Dispensing with whereas, therefore and seconders to motions

4.0 Minutes of the March 10,2025 Annual General Meeting

5.0 Presentation of the Audited Financial Statement

6.0 Membership Fees

7.0 Reports
- **7.1 Presidents Report**
- **7.2 Maintenance & Signage**
- **7.3 Oral Histories**
- **7.4 Victoria Trail Tours**
- **7.5 Victoria Trail Anthology Project**
- **7.6 Membership**
- **7.7 Newsletter (Victoria Mission)**
- **7.8 Nominating Committee Report**

8.0 Election of Officers

9.0 Nominating Committee
- **9.1 Appointment of Member (1)**
- **9.2 Election of Nominating Committee Members (2)**

10. Election of Auditors for the Fiscal year 2026 (2 members)

11. Banking and Signing Authorities for the VHGHS 2026

12. Meeting Dates
- **12.1 Annual General Meeting March 9,2026, March 8,2027**
- **12.2 Regular Meeting Dates June 1, 2026, September14,8 2026, December 7 2026, March 1 2027**

13. Adjournment

Victoria Home Guard Historical Society Annual General Meeting
Monday March10,2025@ 7:00 pm Smoky Lake Council Chambers

Present Jason Boykiw, Sharon Phillips, Bill Sadoway, Karen Sadoway Elaine Breadon Peiche, Graham Dalziel, Don Klym, Robert Van Iderstine, Pat Elaschuk, Tanya Lalonde, Sylvia Chinnery, Victoria Wasnea ,Greg McGinley

1.0 Call to Order- President Don Klym called the meeting to order at 7:10 pm and welcomed everyone to the Victoria Home Guard Historical Society annual general meeting.

2.0 Presentation of March 10,2025 Agenda
Moved by Pat Elaschuk that the agenda be accepted as presented. Carried.

3.0 Dispensing with whereas, therefore and seconders to motions
Moved by Jason Boykiw that we dispense with the whereas, therefore and seconders to all motions at all meetings. Carried.

4.0 Minutes of the March11,2024 Annual General Meeting
Moved by Sharon Phillips that we accept the minutes as presented. Carried.

5.0 Presentation of the Audited Financial Statement
Treasurer, Bill Sadoway, reviewed the audited financial statement for the year 2024 with the board and thanked Barry Feniak and Jason Boykiw for auditing the books. Jason Boykiw explained the auditing process. Moved by Bill Sadoway that the financial statement and the auditor's report be accepted as presented. Carried.

6.0 Membership Fees
Moved by Pat Elaschuk that the membership fees remain at $10.00 for 2025. Carried.

7.0 Reports (available in the AGM reports)

7.1 Presidents Report- Don Klym

7.2 Maintenance & Signage-Robert VanIderstine

7.3 Oral Histories- Elaine Breadon Peiche

7.4 Victoria Trail Tours- Elaine Breadon Peiche

7.5 Victoria Trail Anthology Project- Graham Dalziel

7.6 Membership- Bill Sadoway

7.7 Newsletter (Victoria Mission)- Sharon Phillips

7.9 By-law Revision Report Moved by Pat Elaschuk that the by-law revision report be accepted as presented.

7.8 Nominating Committee Report- Don Klym

Nominating committee member Don Klym presented the following slate of nominees for approval for the board of directors for Victoria Home Guard Historical Society for 2025.

President-Jason Boykiw

Vice-President- Sharon Phillips

Secretary- Elaine Breadon Peiche
Treasurer- William (Bill) Sadoway
Past President- Don Klym automatic
Officer- Graham Dalziel
Officer- Robert Van Iderstine
Officer- Barry Feniak
Officer- Pat Elaschuk
Associate Officer- Leon Boychuk-Hunter
Associate Officer -Phoebe Hunter
Associate Officer- Suzanna Wagner
Associate officer- Tyler Fletcher

Jason Boykiw moved approval of the reports 7.1- 7.9 as presented. Carried.

8.0 Election of Officers

Board members are officers in the Victoria Home Guard Historical Society.
President Don Klym asked vice president Sharon Phillips to assume the chair for the election of the president.Vice president Sharon Phillips called three(3) times for nominations for the position of president. With no further nominations Jason Boykiw was elected as president for 2025. New president Jason Boykiw assumed the chair.
President Jason Boykiw called three (3) times for nominations for the position of vice-president. With no further nominations Sharon Phillips was elected vice-president for 2025.
President Jason Boykiw called three (3) times for nominations for the position of secretary. With no further nominations Elaine Breadon Peiche was elected as secretary for 2025.
President Jason Boykiw called three (3) times for nominations for position of treasurer. With no further nominations, Bill Sadoway was elected as treasurer for 2025.
President Jason Boykiw called three (3) times for the position of officers (4). With no further nominations, Graham Dalziel, Barry Feniak, Robert Van Iderstine, and Pat Elaschuk were elected as officers for 2025. Pat Elaschuk moved approval for four associates (Leon Boychuk-Hunter, Tyler Fletcher, Suzanna Wagner and Phoebe Hunter) for the Victoria Home Guard Historical Society for 2025.Carried.
Bill Sadoway moved for the approval of Tanya Lalonde to the position of associate officer for 2025.Carrried.

9.0 Nominating Committee

The nominating committee consists of three (3) members one board member appointed by the president prior to the annual general meeting and two members elected at the annual general meeting.

9.1 Appointment of Member (1)

President Jason Boykiw appointed Don Klym to the nominating committee for 2025.

9.2 Election of Nominating Committee Members (2)

We vote on a nominating committee to provide some continuity.
President Jason Boykiw called for nominations for the nominating committee positions. Sharon Phillips nominated Jason Boykiw and Graham Dalziel to the nomination committee. With no further nominations, Jason Boykiw and Graham Dalziel were elected to the nominating committee for the 2025 elections.

10 Election of Auditors for the Fiscal year 2025 (2 members)
President Jason Boykiw called for nominations for the position of auditor for 2025. Pat Elaschuk nominated Jason Boykiw and Barry Feniak for the auditor positions. President Jason Boykiw called three times for nominations for the position of auditor. With no further nominations Jason Boykiw and Barry Feniak were declared auditors for the Victoria Home Guard Historical Society for 2025.

11 Banking and Signing Authorities for the VHGHS 2025
Bill Sadoway moved that we continue to bank at the ATB and that signing authorities for 2025 constitute any two table officers (president, vice-president, secretary, treasurer). Carried.

12 Meeting Dates
12.1 Annual General Meeting March 9,2026
12.2 Regular Meeting Dates June 2,2025, September 8,2025, December 1,2025, March 2,2026

13 Adjournment
Pat Elaschuk adjourned the meeting at 8:20 pm. Carried

Discussion from Meeting
1.Cutting the grass two times during the summer along the Victoria Trail has proven effective. It keeps the Trail in especially good shape for the summer. Members commented that the Trail looked extra special for the 2024 summer.

2.Sylvia Chinery suggested that we look into the possibilities of electronic transfers for donations and memberships. Now many people are not carrying cash nor do they have cheque books. Electronic transfers would make it easier for them to pay their memberships and make donations.

3. It is time to review our asset estimates in the financial report. This includes Note 2 and Note 3 in the financial report.

4. We enjoyed a lunch and social time after the meeting.

Financial Statements

Victoria Home Guard Historical Society

P.O. Box [redacted]

[redacted]

[redacted]

12/31/2025

Financial Report

Victoria Home Guard Historical Society

Statement of Revenue and Expenses to December 31, 2025

REVENUE		
Membership-2025	$	740
Membership 2026	$	160
Donations	$	4,600
Commodity Sales	$	15
Accounts Receivable	$	-
Interest Income	$	6
Total Cash Income	$	5,521
EXPENSES		
Administration	$	581
Annual Meeting, gratuities	$	42
"Victoria Mission" production (Newsletter)	$	180
Red River Cart Site -Development & Maintenance		
R.C.M.P. Memorial Sculpture		
Oral History	$	254
Membership Expense		
Ferry Landing Sites		
Donation Expenses	$	130
Project Anthology		
Commodity Purchases		
Victoria District Interpretive Plaques		
Total Cash Expenses	$	1,188
Net Cash Income	$	4,333
CASH FLOW		
Beginning Cash Balance	$	19,529
Net Cash Income	$	4,333
Ending Cash Balance (Dec. 31/2025)	$	23,862

Auditor Notes

W.J. (Bill) Sadoway

Treasurer
Victoria Home Guard Historical Society

Victoria Home Guard Historical Society

BALANCE SHEET
December 31, 2025

ASSETS

CURRENT ASSETS		
Cash		$23,862.00
Accounts Receivable		$0.00
Inventory (Note 1)		$875.00
Other Assets (Note 2)		$1,923.00
Miscellaneous (Note 3)		$930.00
	TOTAL ASSETS	**$27,590.00**

LIABILITIES

CURRENT LIABILITIES		
Accounts payable		$0.00
	TOTAL LIABILITIES	**$0.00**

EQUITY

	TOTAL EQUITY	**$27,590.00**

Submitted by:
William J. Sadoway, Treasurer

Victoria Home Guard Historical Society

Notes to Consolidated Financial Statements-Dec. 31, 2025

Note 1: Inventory

45	Victoria Home Guard Lapel Pins	225.00
18	Victoria Home Guard Medallions	90.00
7	Victoria Settlement Historic Maps	35.00
4	Victoria Settlement Extension Historical Map	20.00
8	Lobstick Settlement Historical Maps	40.00
15	A Veritable Canaan; by Peter Melnycky	150.00
1	John McDougal bound book	315.00
	Total	$875.00

Note 2: Other Assets

120	Royal Blue table napkins	240.00
	Buchanan Tartan, 1 luncheon cloth, 1 short table runner, 1 long table runner, 12 napkins	88.00
16	Royal Stewart Tartan table runners	160.00
	Queen Victoria Tartan, 1 luncheon cloth, 2 table runners, 12 napkins	100.00
175	Port glasses	260.00
	Flags; 2 small Union Jacks, 2 small Red Ensigh, 2 small Canada	150.00
1	length each, artificial ivy and artificial flowers	80.00
4	nylon lifting slings	140.00
	Rubber Maid Containers; 1 large, 1 medium, 3 small	34.00
	Photo Album and photos	250.00
26	Decorative Lanterns	191.00
10	Oil Lamps	110.00
4	Table Cloths	100.00
1	Vase	20.00
	Total	$1,923.00

Note 3: Miscellaneous-Memorabilia, Pictures, Plaques and Certificates

VHG Banner 32"x115", VHG Ceremonial Gavel, 9 pictorial volumes of Queen Victoria, 1 framed picture of Rev. James A. MacLachlin, 1 framed certificate presented by The Legislative Assembly and Dave Broda at Memorial Sculpture Dedication, 1 framed picture of Queen Elizabeth II, 1 plaque presented by Smoky Lake County at Sculpture dedication, 1 trophy presented at Smoky Lake Heritage Days parade, 1 plaque presented at Pumpkin Days adopt a site scarecrow competition, 1 tri-panel RCMP picture presented by RCMP at Memorial Sculpture dedication, 1 VHG podium banner, 6 scarlet and navy uniforms, picture of Royal Yacht Alberta, 1 VHG Officers Plaque, 1 framed N. Sask. River Elbow print. Framed Historic Map Western Canada, House in the middle of the road Painting

Total $930.00

AUDITORS REPORT

To the Members of:

The Victoria Home Guard Historical Society

We have examined the Balance Sheet of the Victoria Home Guard Historical Society as at December 31, 2025 and the Statement of Revenue and Expenses and Equity and of changes in financial position for the year then ended. Our examination was made using such tests and procedures as we considered necessary in the circumstances, except as explained in the following paragraph.

In common with other non-profit organizations, the Victoria Home Guard derives some of its revenue from the general public in the form of memberships which are not susceptible to complete audit verification. Accordingly, our verification of revenue from this source was limited to accounting for the amounts recorded in the membership records of the Victoria Home Guard.

In our opinion, these financial statements present fairly the financial position of the Victoria Home Guard Historical Society as at December 31, 2025 and results of its operations and the changes in its financial position for the year then ended.

Jason Boykiw, Auditor and Member, Victoria Home Guard Historical Society

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Barry Feniak, Auditor and Member, Victoria Home Guard Historical Society

.....

Date:.....March 3, 2026

President's Report – Victoria Home Guard Historical Society 2025

It has been another meaningful year for the Victoria Home Guard Historical Society. Our dedicated Board has continued to preserve and celebrate the unique history of the Victoria Trail region, contributing their time, knowledge, and enthusiasm to several ongoing projects.

We are pleased to report steady progress on our much-anticipated anthology. This publication will highlight the remarkable people, places, and stories that shaped our community, and we look forward to sharing it with the public once it is complete.

In addition, the Home Guard has begun an exciting new project focusing on the historical lobstick – a symbol with deep cultural and historical significance. This project promises to shed new light on a very interesting symbol of early communication.

Our guided tours of the Victoria Trai continue to be popular and engaging, offering visitors an immersive experience of one of Alberta's oldest and most storied routes. I would like to extend a heartfelt thanks to the Board Members who help make these tours successful year after year.

The 65th edition of the Victoria Mission went out last November. Our amazing newsletter is a cherished annual production that brings the rich history of the Victoria Trail to life for all who read it. Packed with engaging historical articles, project updates, and general interest pieces, it continues to be a much-anticipated publication.

As always, we deeply appreciate the ongoing support of our members. Your involvement keeps our Society vibrant and active. We also encourage new membership – annual fees are just $10, and every new member strengthens our ability to preserve and share local history for generations to come.

Respectfully submitted,

Jason Boykiw

President – Victoria Home Guard Historical Society

Signage and Maintenance VHGHS 2025 Report

VHGHS board members have noticed that someone has painted small green crosses on the interpretive signs. We do not know why or who painted the crosses on the signs and plan to monitor this activity.
During the North Saskatchewan Heritage River ceremony the Treaty 6 flag and the Métis Nation flag were installed at the Victoria District National Historic Site of Canada plaque site. Construction continued through the year on the assisted living project. Thank you to Don Klym for cleaning up the McDougall grave site including the ant colony around the interpretive box and trees that had fallen over the chain link fence. Thank you to Barry Feniak for maintaining the Red River Cart site. Thank you to the Sadoway family for maintaining the RCMP Monument, and the Warspite Ferry site. Thank you to the county for mowing the Victoria Trail and keeping it in beautiful shape all summer.

Respectfully submitted by
Robert Van Iderstine Signage and Maintenance

VHGHS 2025 Oral History Report

Thank you to Sharon Phillips for reviewing the Melnyk oral history and having copies printed at Staples. Due to my health issues I have not been able to make any more progress with oral history this year. My health has improved and I will continue with this project in 2026.
Respectively submitted by
Elaine Breadon Peiche
Oral History Coordinator

VHGHS 2025 Victoria Trail Tours

Thank you to Smoky Lake County for printing 200 VHGHS maps for VHGHS use. Thank you to Pat Elaschuk for folding the maps. Gerry Hofs of the Society of Vintage Characters (Edmonton) has contacted me to arrange for a Trail Tour in 2026. Last year the group toured Métis Crossing and want to return to see the rest of the Trail.

Pat Elaschuk organized and Don Klym guided a tour on the Victoria Trail for residents of Bar V Nook Smoky Lake.

We have planned a Victoria Trail tour for the West Edmonton Seniors group on June 25,2026. They expect forty members to participate.

Respectively submitted by
Elaine Breadon Peiche
VHGHS Trail Tour Coordinator

Victoria Home Guard Historical Society
Membership
2025

For fiscal year 2025, the Victoria Home Guard membership total was 85

Your President and Officers of the Guard extend a sincere welcome to all new members and wish to thank the entire membership for your continued support of the work of the Victoria Home Guard Historical Society.

We also wish to express our sincere gratitude for the very generous monetary contributions of our members to *your Society*. Financing our projects is made so much easier when fund raising initiatives are not usually required. Thank you, thank you.

Sadly, as noted in the "*In Memoriam*" section of the Victoria Mission, we are losing a few members annually. It is important that we maintain a strong membership base. Should you personally know of anyone that may be interested in your Society and its' work, please contact your executive for a follow-up.

Respectfully submitted,
William Sadoway
Membership Chair

VHGHS ANTHOLOGY REPORT 2025

Some progress was made on the Anthology Project in 2025, but ongoing technical issues and time constraints continue to stall completion of the book. I'm hoping these problems can be resolved early in 2026 and we can finally get *A Victoria District Anthology* out to our members and the general public. The book runs to about 280 pages in a ring-bound eight-and-half by 11-inch format and covers all of the Home Guard's activities since it was formed in 1997. The Anthology is organized into themes celebrating the people, places and events that make the Victoria District so unique. The bulk of the content comes from the dozens of issues of our excellent VHGHS newsletters. Members have also contributed previously unpublished stories and photographs.

Respectfully submitted,
Graham Dalziel
Chair, Anthology Committee

Victoria Home Guard Historical Society
Newsletter 2025

Issue No. 65 of *Victoria Mission* was published in November 2025, consisting of 12 pages with color photos. Members received their copies via regular post or by email, as per stated preference.

Grateful acknowledgements to the following people for their valuable contributions:

- Jason Boykiw for his article "Honey on the Trail: Keeping Bees", with photos
- Elaine Breadon Peiche for her article "Lobstick vs. Lopstick", including some history of the Lopstick School and VHGHS plans for a historical marker. Also Jason Boykiw for photos
- Elaine Breadon Peiche for sharing Katherine Braid's memory "Libbie Lloyd Elsey, One Caring Adult"
- Elaine Breadon Peiche for her observations about the book *Saddle, Sled and Snowshoe*, by John McDougall, along with a photo
- Noreen Easterbrook for "Ruthenia School II Celebrates Heritage Event", a report with photos on the restoration of Ruthenia School
- Tanya Lalonde for submitting biographical information and a photo for the article "New Associate Officer"
- Graham Dalziel for an update on the Anthology Project
- Jason Boykiw for his Message from the President
- Dr. Earle Sharam for his Honorary Chaplain's Letter
- Bill Sadoway for submitting the annual list of members who donated to the VHGHS
- Terry Laboucane, Dan Plumb and Elaine Breadon Peiche for providing information about deceased Home Guard members for "In Memoriam"
- Meaghan Andreychuk, Smoky Lake County, for printing the newsletter locally

Respectfully submitted,
Sharon Phillips,
Editor

2026 Victoria Home Guard Historical Society

Nominating Committee Report

2026 Annual General Meeting March 9, 2026

Our bylaws specify that the Board, known as Officers of the Society, be composed of a President, Vice-President, Secretary, Treasurer, Immediate Past President, and four Additional Officers for a total of nine positions. The following are willing to serve on the Board as follows:

Table Officers (executive)

President – Jason Boykiw

Vice-President – Sharon Phillips

Secretary – Elaine Breadon Peiche

Treasurer – Bill Sadoway

Past President – Don Klym

Additional Officers

Graham Dalziel

Robert Van Iderstine

Barry Feniak

Pat Elaschuk

Associate Officers

These positions are not elected, but approved by a Board motion at the AGM. The following have served in this position from the previous year:

Leon Boychuk-Hunter

Phoebe Hunter

Suzanna Wagner

Tyler Fletcher

Respectively submitted,

The Nominating Committee: Don Klym, Graham Dalziel, and Jason Boykiw

Victoria Home Guard Historical Society

Officers of the Guard

2025

President
Jason Boykiw

[redacted]

Vice-President
Sharon Phillips

[redacted]

Treasurer
Bill Sadoway

[redacted]

Secretary
Elaine Breadon Peiche

[redacted]

Past President
Don Klym

[redacted]

Officer
Pat Elaschuk

[redacted]

Officer
Graham Dalziel

[redacted]

Officer
Barry Feniak

[redacted]

Officer
Robert Van Iderstine

[redacted]

Associate Officer
Tyler Fletcher

[redacted]

Associate Officer
Leon Boychuk-Hunter

[redacted]

Associate Officer
Suzanna Wagner

[redacted]

Associate Officer
Phoebe Hunter

[redacted]

Associate Officer
Tanya Lalonde

[redacted]

Year End Financial Review for 2025

The Treasurer for Alberta's Lakeland Destination Marketing Organization for the 2025 year was Brianne Greening. These documents were presented at our Annual General Meeting on May 21, 2026 and were approved by the Board of Directors.

I, Cindy Geertsen, Director of Alberta's Lakeland Destination Management Organization, have reviewed the Balance Sheet, Income Statement and Trial Balance and believe this to be true and correct.

Director: Cindy Geertsen Date: Apr 30/26

Signature: [redacted]

I, Penny Fox, Director of Alberta's Lakeland Destination Management Organization, have reviewed the Balance Sheet, Income Statement and Trial Balance and believe this to be true and correct.

Director: Penny Fox Date: Apr. 30/26

Signature [redacted]

berta's Lakeland DMO
ial Balance As at 12/31/2025

cco...	Account Description	Debits	Credits
1055	DMO Chequing Account	219,838.89	-
1830	Office Equipment	300.00	-
2100	DMO Accounts Payable	200.04	-
2300	GST Charged on Sales	-	2,030.73
2315	GST Paid on Purchases	13,820.52	-
3200	Retained Earnings	-	146,817.34
4007	Membership Revenue	-	16,247.50
4009	Operating Revenue	-	70,569.75
4021	Provincial DMO Funding	-	223,000.00
4030	Tourism DR Marketing Buy In	-	14,577.60
4031	Travel Alberta Funding	-	50,000.00
5610	Accounting & Legal	900.00	-
5615	Advertising & Promotions	104,792.71	-
5620	GST/ Bad Debts/ Write offs	55.00	-
5640	Courier Postage & Freight	2,279.45	-
5680	Insurance - Property	52.53	-
5685	Insurance - Liability	737.48	-
5690	Interest & Bank Charges	14.85	-
5700	Office Supplies & Expenses	281.89	-
5712	Publications & Subscriptions	2,174.53	-
5713	Meeting Expenses	50.00	-
5765	Repair & Maintenance	285.00	-
5770	Contract - Personnel	(97,458.38)	-
5775	Marketing Projects	6,570.00	-
5780	Telephone	247.68	-
5782	Cell Phone	275.00	-
5786	Travel - Staff	6,634.04	-
5791	Training - Staff	555.00	-
5800	Special Projects	10,000.00	-
5801	Visitor Guide	41,677.10	-
5850	Trade Shows	11,975.37	-
5901	Meals & Ent	110.33	-
5902	Out of Town Expenses (Acc.&...	1,957.13	-
		523,242.92	523,242.92

- DMO - overtime buy out → (97,458.38) - mary-ann
Lisa out doors → 10,000.00
→ 11,975.37 ←

inted On: 05/10/2026

berta's Lakeland DMO
endor Aged Summary As at 12/31/2025

Name	Total	Current	31 to 60	61 to 90	91+
County of St. Paul	790.01		790.01		
Octopus Creative Inc.	-1,575.00				-1,575.00
Stingray Radio Inc.	-3.75				-3.75
Stingray Radio Inc.-	567.00	567.00			
Telus Communications	21.67	21.67			
ıtal outstanding:	-200.07	588.67	790.01		-1,578.75

inted On: 05/10/2026

NRED and CIP Contract	[redacted]
Rachel Bouchard Administrative Support Contract	[redacted]
Michelle Wright Project Manger Contract	[redacted]
GTO Oilfield Consulting Lakeland Open Farm Days Coordinator	[redacted]
Total	**97,458.38**

5775 Marketing Projects

Stingray Radio	6,570.00
Total	**6,570.00**

5791 Training Staff

Portage College SuperHost Training for Michelle Wright and Marianne Janke	420.00
Power Up North Ticket for Marianne Janke	135.00
Total	**555.00**

5800 Special Projects

Lisa Roper Outdoors Lower Chain Lake episode (Recovered)	10,000.00
Total	**10,000.00**

Parks and Recreation 5 year Improvement plan Working Document.

Strategic Plan 2023-2025

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

2026 Projected plans for recreation facility improvements

Currently I am working on quotes for proposed budget items in improvements which include:

Hanmore Lake West Campsite

I am working with "Free to Play" Community Foundations of Canada for grant funding for new playgrounds throughout the County. I have met onsite with Playworks playground supply to get quotes for a combination of play facilities that will work for the current location which is 32' by 32' to keep the cost down the county will remove the old equipment, set up new wooden perimeter and we did find a good supply of white playground sand within the County.

We also intend to budget for more boat launch slabs, this site will require an additional 5 slabs. I would also include in the operations budge to refurbish 8 of the picnic tables in the are. In some of the areas we will require more gravel on the access road as well as the campsite road, approximately 4 loads.

Two of the outhouses will have to be replaced this year and with Councils permission I would like to replace the other 4 within the next 5 years.

There has been many requests for each site to have power provided and could be something to look at within the next 5 years.

Hanmore Lake East Campground

Two toilets on the East Campground could be replaced a possibly the other 4 within the next 5 years

The marking pegs on each site should be replaced or painted. This sit could use approximately 4 loads of gravel within the sites and 4 loads of gravel on the access road.

There has been many request to have power provided to these sites as well within the next 5 years.

Hanmore Lake Main Beach

Outhouses are in good shape and will not have to be replaced within the next 5 + years.

4 of the picnic tables could be sanded and painted as well as the dock by the boat launch.

The beach could use at least 4 loads of sand and the Boat launch requires 16 cement slabs.

One concern is that during swimming lessons the kids tend to get swimmers itch and maybe a portable shower unit could be researched in 2027.

Island Lake Campground

One of the toilets requires replacement and the Access road could use approximately 6 loads of gravel and the site roads could use another 3 loads. The other 2 toilets may be good for many years to come.

I think this site would be used a lot more if there was access to the lake, and much more work has to be completed for approvals for this to take place but the ball is in motion.

Mons Lake West

The Beach erosion issue has been a concern for many years but hopefully we will see progress with the approvals by Lakes and Fisheries.

I am working with "Free to Play" Community Foundations of Canada for grant funding towards a small playground on this site and did meet on site with the Playworks rep. for costs for a 24'by 24' area playground. And once again to save costs the County would be responsible for the playground boarders the removal of the outdated equipment and providing sand.

The doc and 2 picnic tables could be refurbished by sanding and repainting. And the boat launch turnaround and parking lot could use about 3 loads of gravel.

Mons Lake East

Once again the Beach erosion has been a huge concern and I feel we have to look at removing the beach front landscaping ties as it does pose a safety hazard.

I am currently working with "Free to Play" Community Foundations of Canada and Playworks in regards to the 22' by 42' playgroung where the County would also remove the outdated equipment provide a barrier and sand. Due to the erosion this playground id extremely close to the waterfront and must be removed this fall for safety reasons. The picnic tables and outhouses will be good for the next 5 years.

Mons Lake Campsite

This site does not require any maintenance or equipment, just a few loads of gravel.

Hamlet of Warspite

Working with “Free to Play Community foundation of Canada and Playworks in regards to an updated playground.

2027 Projected Plans For Recreation Facility Improvements

Bellis Beach

To preserve the stairway to the lake our intention is to water seal the surface and replace the railings. We do have a lot of deadfall trees to tend to. And about 2 loads of gravel is requires to tighten up the access road.

Hamlet of Warspite

Research grants and design a pickle ball court near the park. Work with the Warspite community foundation and assist with the ball diamond improvements they are working towards.

Hamlet of Bellis

The ball diamond is in fair condition but could use improvements enhancing the inner field and the toilets require painting, the roofs have been replaced.

Kaduk Lake

All the tables have to be repaired and painted the camp kitchen requires paint and minor repairs and all the toilets could use a coat of paint with minor repairs. 3 loads of gravel within the site is required. 4 Bear proof garbage bins installed.

Bonnie Lake Resort

Repaint lines for tennis and pickle ball courts, install new basketball nets and backboards and replace volley ball net. The Mons Lake association is currently raising funds for a new playground and the County could possible complete some in kind work such as removing old equipment and providing approximately 5 loads of sand. The 2 benches at the beach may have to be replaced.

Picnic tables painted as well as the outhouses throughout the resort.

2028 Projected Plans For Recreation Facility Improvements

Hanmore Lake West

Research prices and possible grants available for the campsites to have electricity run to each site. I feel we may have to complete some research in regards to expanding the west site to the north west to include 15 more lots and research the effects of over developing this area as currently we do have 3 of our lakes that are well developed that have issues with Blue Green Algae. So far Hanmore Lake hasn't had any issues.

Hanmore Lake East

Proposed power to each site as well.

Island Lake

Lake access road would make this site more desirable

Kaduk Lake

Lake access road would make this site more desirable.

Iron Horse Trail

A test strip of Dust Suppression (MG30) was completed on August 27, 2025 East of the Hamlet of Edwand we could look at the results of that and possibly. If the test strip shows success we may want to consider applying dust suppression within the hamlets of Warspite, Bellis and Spedden.

The picnic tables on the Trail will have to be considered repairs or replacement.

The toilets will have to be refurbished and possibly include solar panels for lighting during the

Bonnie Lake Campsite area North Range road 131

This campsite was built many years ago, but nothing has been done there, there are 5 campsites that could use a major cleanup. This site has been out of commission for years, we may have to do some research why this occurred.

2029 Projected plans for Recreational Facility Improvements.

Hillside Acres

Picnic and playground area for hillside acres. There is a possible area that this could work and since not much of the beachfront is accessible this could be a perfect project for this resort.

Birchland Resorts

Construct better access to beach front from resorts. Many of the walkways to the beachfronts are voluntarily made and some of these trails my be unsafe in regards to the slopes that are required to climb. To provide better access stairways with railings could be installed.

Shemlok Lake Day use area

This day use area will require some improvements to the toilets, picnic tables, firepits. And the boat launch could be updated.

Victoria Day use area.

Painting of the kitchen will be required. The outhouse could be replaces and possible electricity or solar power as this site is also used for a waste bin site and is quite dark in the winter months.

2030 Projected plans for Recreational Facility Improvements.

Spedden Playground

The Playground at Spedden will be due for replacement or upgrades. The Ball diamond will require upgrades to the infield and the fencing around the site should be replaced. There is room for other activities and a multi use facility could be provided for a Tennis Court, pickle ball court, basketball court and even a ball hockey court.

Island Lake Campsite

Survey the site usage after the proposed access road to the lake and this will determine if improvements are required such as a Camp kitchen, new toilets and signage.

Kaduk Lake Campsite

Survey the site usage after the proposed access road to the lake and this will determine if improvements are required such as Camp kitchen upgrades , new toilets and signage.

2031 Projected plans for Recreational Facility Improvements.

Hamlet of Bellis Playground

This playground will most likely require upgrades or replacement as well as the ball diamond and this site has a lot of room to create a multi activity facility/Cement pad that would be able to accommodate Tennis, Pickle Ball, Basket Ball and Ball hockey.

Bellis Beach

The stairway to the Lake will most likely have to be replaced.

Hamlet of Edwand

There is a good area to construct a cement pad that would accommodate Tennis, Pickle Ball Basket Ball and Ball Hockey. It just appears like younger families are moving to the area and a facility like this may be required there.

ALBERTA
MUNICIPAL AFFAIRS
Office of the Minister
MLA, Peace River

AR122590

June 17, 2026

Reeve Craig Lukinuk
Smoky Lake County
PO Box 310
Smoky Lake AB T0A 3C0

Dear Reeve Lukinuk:

I am pleased to confirm the 2026 funding allocations for your community.

For Smoky Lake County:

- The 2026 Local Government Fiscal Framework (LGFF) Capital allocation is $973,518.
  - This includes $130,818 in needs-based funding allocated to local governments with a population less than 10,000 and a limited local assessment base.
- The 2026 LGFF Operating allocation is $215,604.
- The 2026 Build Communities Strong Fund-Community Stream (BCSF-CS) allocation is $201,431.

LGFF Capital is a legislated program aimed at providing local governments with advanced notice of their future infrastructure funding. As indicated on the program website, in 2027, your community will be eligible for $1,089,812. Information on 2028 LGFF Capital allocations will be shared with local governments this fall, after changes in provincial revenues between 2024/25 and 2025/26 have been confirmed. I would like to also inform you that work is underway to develop a new allocation formula for the LGFF Operating program, which will be announced later this year.

As you may be aware, in 2025, the Government of Canada launched the BCSF, which included a renaming of the Canada Community-Building Fund to the Community Stream under the BCSF. Please note that no program or funding changes are being made apart from the name change.

LGFF and BCSF-CS funding amounts for all municipalities and Metis Settlements are also posted on the Government of Alberta website at www.alberta.ca/municipal-affairs-funding-programs.

…/2

Classification: Protected A

I look forward to working together with you to support your local infrastructure and operating needs, and building strong, vibrant communities across Alberta.

Sincerely,



Dan Williams, ECA
Minister of Municipal Affairs

cc: Kevin Lucas, Chief Administrative Officer, Smoky Lake County