

March 15, 2024

Sand and Gravel Advisory Committee  
 c/o Bonnie McInnis, Manager, Planning & Development Services  
 9613 100 Street  
 Morinville, AB T8R 1L9

**Re: Sand and Gravel Advisory Committee Mandate Letter for 2024**

On behalf of Council, thank you for your work in supporting the achievement of Sturgeon County’s Strategic Plan. Your role in providing a forum for examining timely issues and providing advice to Council related to your mandate supports Sturgeon County’s Vision:

*Offering a rich tapestry of historical, cultural, and natural experiences, Sturgeon County is a municipality that honours its rural roots and cultivates desirable communities. Uniquely situated to provide world-class agricultural, energy, and business investment opportunities, the County prioritizes responsible stewardship and dreaming big.*

Council requests that, in 2024, you focus your efforts on the initiatives identified below, which support the County’s Strategic Plan and Corporate Business Plan. Council seeks for Committee members to be champions of these initiatives and play a key role in the communication of these initiatives in the community.

Activity	Requested Completion Date
Report on groundwater monitoring and traffic monitoring.	Q1-Q4 2024
Provide input on policies impacting gravel extraction.	Q1-Q4 2024
Provide input on Community Grant allocations.	Q1-Q2 2024
Provide opportunities for increased engagement with youth, which may include attendance of Sturgeon County Youth Council representatives at Committee meetings to understand the mandate of the Committee and how youth can be involved in their community, now and into the future.	Q1-Q4 2024
Provide input on Sturgeon County’s digital customer service priorities and roadmap.	Q1-Q4 2024

Based on the activities identified above, Council requests that the Committee develop a Workplan for 2024, which is to be filed with Legislative Services no later than May 1, 2024. Council also requests that the Committee report to Committee of the Whole on your progress before the end of the calendar year. You are invited to present to Committee of the Whole before that time if there are any emerging matters you are working on.

If there are matters recommended by the Committee that have a financial implication, please bring these matters to Council's attention no later than August 31, 2024 so that they may be considered as part of the 2025 budget process.

It may be necessary to adjust the above activities to accommodate emerging issues. In such event, a revised mandate letter will be issued with further direction.

Council also encourages the Committee to be aware of federal and provincial initiatives related to sand and gravel extraction. Mandate letters issued to the federal and provincial ministers can be found online and provide some additional context of the priorities at the federal and provincial levels as they relate to sand and gravel extraction.

Thank you for your commitment to Sturgeon County and for being part of the Sand and Gravel Advisory Committee. Council looks forward to learning of the progress on these important initiatives and receiving your valuable input.

Sincerely,



Alanna Hnatiw  
Mayor, Sturgeon County

C: Council, Sturgeon County  
Reegan McCullough, CAO, Sturgeon County  
Jesse Sopko, General Manager, Corporate Services, Sturgeon County