

SMOKY LAKE COUNTY

Minutes of the **County Council Meeting** held on Thursday, **December 3, 2015** at 9:08 A.M. in the County Council Chambers.

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

		<b>ATTENDANCE</b>
		<u>Thursday, December 3, 2015</u>
<u>Div. No.</u>	<u>Councillor(s)</u>	
1	Dareld Cholak	Present
2	Ron Bobocel	Present
3	Craig Lukinuk	Present
4	Cary Smigerowsky	Present
5	Randy Orichowski	Present
CAO	Cory Ollikka	Present
Asst CAO	Lydia Cielin	Present
Finance Manager	Brenda Adamson	Present
Public Works Mgr.	Doug Ponich	Present
GIS/Communication	Paul Miranda	Present
Legislative Svcs/R.S.	Angela Bilski	Present

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2 Members of the Media:  
Smoky Lake Signal and The Review in attendance.

Jordan Ruegg, Planning and Development Manager entered Council Chambers, time 9:08 a.m.

**2. Agenda:**

**Agenda**

181-15: Cholak

That the Agenda for Thursday, December 3, 2015 County Council Meeting be adopted, as presented.

Carried Unanimously.

**3. Minutes:**

**Minutes of July 27, 2015 – County Council Strategic Plan Meeting**

182-15: Lukinuk

That the minutes of the **County Council Strategic Plan Meeting** held on Monday, July 27, 2015, be adopted.

Carried.

**Minutes of October 21, 2015 – County Council Strategic Priorities Meeting**

183-15: Smigerowsky

That the minutes of the **County Council Strategic Priorities Meeting** held on Monday, October 21, 2015, be adopted.

Carried.

**Minutes of October 29, 2015 – County Council Meeting**

184-15: Cholak

That the minutes of the **County Council Meeting** held on Thursday, October 29, 2015, be adopted.

Carried.

**Minutes of October 29, 2015 – County Council Organizational Meeting**

185-15: Smigerowsky

That the minutes of the **County Organizational Meeting** held on Thursday, October 29, 2015, be adopted.

Carried.



**Minutes of November 4, 2015 – County Departmental Operations Meeting**

186-15: Orichowski That the minutes of the County Departmental Operations Meeting held on Wednesday, November 4, 2015, be adopted.

Carried.

**4. Request for Decision:**

**Policy Statement No. 14-02-02: Risk Pro Management: Terms of Reference**

187-15: Cholak That **Policy Statement No. 14-02-02: Risk Pro Management: Terms of Reference** be amended:

<b>Title: Risk Pro Management: Terms of Reference</b>		<b>Policy No.: 02-02</b>
<b>Section: 14</b>	<b>Code: P-I</b>	<b>Page No.: 1 of 3 E</b>

<b>Legislation Reference:</b>	<i>Municipal Government Act, Chapter M26.1 – Section 201.</i>
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<b>Purpose:</b>	The essential elements of Risk Management require a Committee and Coordinator to successfully implement a “Risk Management Program” required to document and track, with clear goals and responsibilities.
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**Policy Statement and Guidelines:**

**1. RISK PRO MANAGEMENT: COMMITTEE**

The Risk Management Committee performs risk management functions according to the **Policy Statement 14-01: Risk Management**. The Committee is comprised of representatives from key departments that will help implement risk improvements within the community.

**Roles:**

- Develop and recommend a policy-level statement of commitment to the Jubilee Risk Pro Training Program for adoption by Council.
- Review and assess the claims experience of Smoky Lake County and Peer Groups Program to help determine risk improvement priorities.
- Prepare technical recommendations to the senior management team and Council regarding risk improvement priorities.
- Review existing policies and procedures relating to key exposure areas for Smoky Lake County and, where necessary, make recommendations to Council for amendments.
- Collaborate with the Risk Management Coordinator in the implementation of risk improvements.
- Develop and implement a tracking and internal reporting process to ensure that Smoky Lake County is kept well-informed of incidents and claims with the municipality.
- Assess incidents and claims with the municipality to determine, where possible, causes and contributing factors.
- Develop and implement a practical document retention program related to the training objectives.

**2. RISK PRO MANAGEMENT: COORDINATOR**

In-house champion to facilitate the successful implementation of training deliverables and will facilitate the County’s progress through the **Jubilee Risk Pro Training Program** training process and the implementation of risk improvements.

**Roles:**

- Primary responsibility for completion of the pre-work for each training module.
- Participate in all Jubilee Risk Pro training modules.
- Identify key individuals within the organization that should attend specific training modules and encourage their participation.

- Initiate and organize meetings of the Risk Pro Management Committee and prepare Committee meeting agendas.
- Provide internal status and progress reporting to the management team and Council.
- Primary responsibility for compliance with the audit requirements.
- Collaborate with the Risk Control Coordinators in other communities to share successes and assist each other with effecting risk improvements.

**3. RISK PRO MANAGEMENT: COMMITTEE MEMBERS**

The initial membership of the Risk Pro Management Committee consists of representatives from the following key targeted claims areas to utilize their expertise to suggest ways of improving risk control practices in our community.

- **County Council:** By resolution County Council will appoint the **Reeve** or **Deputy Reeve** to serve on the Risk Pro Management Committee at each Organizational Meeting.
- **Public Works Department:** Responsible for the design, construction, inspection and maintenance of the roadways and sidewalks.  
↳ **Safety Department:** Inspection of Public facilities.
- **Utilities Department:** Responsible for the design, construction, inspection and maintenance of the municipal sewer and water and natural gas infrastructure.
- **Agricultural Service Board:** Responsible for the implementation, organization and monitoring of the roadside vegetation management, herbicides applications, water control and drainage.
- **Administration:** Responsible for the implementation, organization, monitoring and communicating:
  - ↳ Municipal Added Named Insured
  - ↳ Financial Management
  - ↳ Planning and Development
- **Emergency and Protective Services:** Responsible for the implementation, organization and monitoring of Fire Services and Peace Officer Services.
- **Recreation:** Responsible for the implementation, organization and monitoring of trails, parks, lake facilities and playground spaces.

Carried.

**Policy Statement No. 03-40-03: Cold Weather - Equipment Mobilization**  
188-15: Cholak

That **Policy Statement No. 03-40-03: Cold Weather- Equipment Mobilization** be amended:

<b>Title:</b> Cold Weather – Equipment Mobilization	<b>Policy No.:</b> 40-03
<b>Section:</b> 03	<b>Code:</b> P-I
<b>Page No.:</b> 1 of 1 <i>E</i>	

<b>Legislation Reference:</b>	Alberta Provincial Statutes
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<b>Purpose:</b>	To provide for the safety of employees and to prevent breakdown of equipment due to extreme cold weather.
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<b>Policy Statement and Guidelines:</b>	
1. <b>STATEMENT:</b>	
Public Works maintenance equipment will not be mobilized in extremely cold weather except in emergency situations.	
2. <b>GUIDELINES:</b>	
2.1	Smoky Lake County Public Works Department shall not mobilize the Maintenance Equipment if the outside temperature is -32 degrees Celsius or colder (including the Wind Chill factor temperature).
2.1.1	The Chart below, as per the <b>Smoky Lake County Safety Manual – Safe Work Procedures, Policy Number 31: “Cold Weather”</b> shall be referenced as a guideline to determine when equipment will be operated in cold environments:



Base Temp.	10	4	-1	-7	-12	-18	-23	-29	-34
Wind Speed	Wind Chill Temperature								
calm	10	4	-1	-7	-12	-18	-23	-29	-34
8	9	3	-3	-9	-14	-21	-26	-32	-34
18	4	2	-9	-16	-23	-31	-36	-43	-50
24	2	-6	-13	-21	-28	-38	-43	-50	-58
32	0	-8	-16	-23	-32	-39	-47	-55	-63
40	-1	-9	-18	-26	-34	-42	-51	-59	-67
48	-2	-11	-19	-28	-36	-44	-53	-62	-70
56	-3	-12	-20	-29	-37	-46	-55	-63	-72
64	-3	-12	-21	-29	-38	-47	-56	-65	-73

2.2 The Public Works Manager will determine the cold weather temperature / wind factor based on Environment Canada.

2.3 Exception to this policy shall be made in case of an emergency, at the discretion of the Public Works Manager to make the decision to mobilize any equipment that is required.

Carried.

**5. Issues for Information:**

**Chief Administrative Officer's Report**

The Chief Administrative Officer gave an updated report to Council for the period of October 30, 2015 to December 2, 2015:

**Legislative/Governance**

- FCM Annual Conference and Trade Show will be held on June 3 – 5, 2016 in Winnipeg.

**Administrative:**

- We need to set the date for the Annual Safety Meeting for all County personnel. Suggested dates from the Safety Committee are: Any date in the week of March 21 – 25 or the date of April 1, 2016.
- Associated Engineering has been engaged to conduct the Phase I Environmental Site Assessment on the land across from Pepper's. This assessment is necessary to verify environmental soundness before the County-Waskatenau Intermunicipal Development Plan can be properly completed. The work will be completed before Christmas and we can look forward to a report early in 2016.
- The SME applications for 6 quarters have finally been approved. The task of exploring on Crown Land has only just begun, though. Our next steps should be discussed in Executive Session (and is on this agenda as such under "Land".)

**Financial:**

- Our Auditors (JMD Group LLP) have sent out the annual Communication to Council regarding the conducting of the audit. The letter lays out the general scope of the audit and asks Council for any feedback they may have on financial control or other matters relevant to the audit.
- The Doctor Retention and Recruitment Committee has recommended its budget to respective Councils. The County's 52% share is \$12,480.00. This includes both the on-call and appreciation items.

**Human Resources:**

- The new Tax/Accounting Clerk, Christine Curtis, has been hired. We welcome her!
- The FSLW Committee has secured a new FSLW. Jacob Fox has started his duties and has met with the Committee and has been to all of the schools already. We welcome him.

**Community:**

- Smoky Lake Healthcare Ladies Auxiliary is holding a 65<sup>th</sup>

Anniversary Celebration on December 17, 2015 from 2:00 to 4:00 p.m. at the George McDougall Hospital. They have invited our Councillors to attend.

**FCM Annual Conference and Trade Show**

189-15: Lukinuk

That County Council who can attend – attend the 2016 Federation of Canadian Municipalities (FCM) Annual Conference and Trade Show scheduled for June 3 – 5, 2016 at the RBC Convention Centre in Winnipeg, Manitoba.

Carried.

**2016 County Annual Safety Meeting**

190-15: Cholak

That Smoky Lake County schedule the 2016 Annual Safety Meeting for **Friday, April 1, 2016** at 8:00 a.m.; and that the central office and Public Works Office be closed on April 1, 2016 for the scheduled 2016 Annual Safety Meeting.

Carried.

**7. Delegation(s):**

**Reggie Semeniuk, Landowner**

**Mons Lake Boat Launch**

Present before County Council at 9:30 a.m. to 9:37 a.m. was Reggie Semeniuk, landowner to discuss concerns in regards to the boat launch on Mons Lake located at SE 17-60-16-W4 (0.10 acres).

**Executive Session: Land and Legal**

**Mons Lake Boat Launch**

191-15: Lukinuk

That County Council go into Executive Session to discuss a land and legal issue related to the Mons Lake Boat Launch, time 9:32 a.m.

Carried.

192-15: Orichowski

That County Council come out of Executive Session, time 9:45 a.m.

Carried.

193-15: Smigerowsky

That Smoky Lake County enter into an agreement to purchase lands from the three registered owners:

- Reggie Semeniuk
- Nicole Cousins
- Hazel Sterr

of 0.10 acres within SE 17-60-16-W4 (Mons Lake Boat Launch) for the price of \$3,000.00 in full to be dispersed as follows:

- Reggie Semeniuk, \$1,000.00
- Nicole Cousins, \$1,000.00
- Hazel Sterr, \$1,000.00;

and that Smoky Lake County be responsible for all costs associated with the land transfer.

Carried.

**Surface Materials Exploration No. SME 150034**

194-15: Lukinuk

That Smoky Lake County proceed with the Surface Materials Exploration No. SME 150034 W ½ 12, W ½ 13, and E ½ 14-61-18-W4 (959.97 acres) for the Purpose of Exploration effective October 21, 2015 with expiry on April 30, 2016; and acknowledge receipt of the letter received from Jane Fletcher, Dispositions and Approvals Services Unit, Alberta Environment and Parks dated October 21, 2015.



Carried.

**JMD Group LLP**  
195-15: Orichowski

That the letter received from Joly, McCarthy & Dion, Chartered Accountants, dated November 24, 2015 in regards to the audit of the financial statements of Smoky Lake County which comprise the consolidated statement of financial position as at December 31, 2015, be acknowledged and filed for information; and that Council direct feedback to JMD Group LLP through the Reeve.

Carried.

**Doctor Retention and Recruitment Committee Budget**

196-15: Cholak

That Smoky Lake County adopt the 2016 Doctor Retention and Recruitment Committee Budget as follows:

<u>Municipality</u>	<u>Percentage</u>	<u>Amount</u>
Smoky Lake County	52%	\$12,480.00
Town of Smoky Lake	22%	\$5,280.00
Village of Vilna	6%	\$1,440.00
Village of Waskatenau	5%	\$1,200.00
Thorhild County	15%	\$3,600.00
<b>Total</b>	<b>100%</b>	<b>\$24,000.00</b>

Note: includes on-call costs and appreciation budgets.

Carried.

**Smoky Lake Healthcare Ladies Auxiliary**

197-15: Orichowski

That County Council who can attend – attend the Smoky Lake Healthcare Ladies Auxiliary 65<sup>th</sup> Anniversary Celebration scheduled for Thursday, December 17, 2015 from 2:00 to 4:00 p.m. at the George McDougall Hospital in Smoky Lake, Alberta; and that a certificate of recognition be prepared.

Carried.

**Financial Update:**

As annexed to the minutes:

↳ Financial Statement for the Months: N/A

**Action List(s):**

↳ **Action List(s):**

- **County Council Strategic Plan Meeting:** July 27, 2015
- **County Council Strategic Priorities Meeting:** October 21, 2015
- **County Council Meeting:** October 29, 2015
- **County Council Organizational Meeting:** October 29, 2015
- **County Departmental Operations Meeting:** November 4, 2015

198-15: Smigerowsky

That the updated report for the period of October 30, 2015 to December 2, 2015 by the Chief Administrative Officer, be accepted and filed for information.

Carried.

7. **Delegation(s):**

**H.A. Kostash School Students  
FCSS Grant Funding**

Present before County Council at 10:05 a.m. to 10:15 a.m. were Mrs. Lorraine Ponich, Teacher and students Kellan Melnyk, Nolan Boykiw, Grade 6, Andi Lewis and Dryden Lalonde, Grade 9 from H.A. Kostash School to present information on the Healthy Active School Symposium attended by the HAK Leadership Group which was partially funded by FCSS grant funding.

**Finance Manager's Report:**

Brenda Adamson, Finance Manager provided an updated Finance report for the period of October 20 to November 26, 2015.

**Property Tax and Property Tax Penalty: Cancellation**

199-15: Cholak

That Smoky Lake County defer discussion on the cancellation of the 2015 Property Taxes in the amount of \$1,019.90 and penalties in the amount of \$101.99 for Tax Roll Account Number 18611421 and the 2015 Property Taxes in the amount of \$580.79 and penalties in the amount of \$58.08 for Tax Roll Account Number 18611431; upon written confirmation from Alberta Environment and Sustainable Resource Development.

Carried.

**Property Tax Penalty: Cancellation**

200-15: Smigerowsky

That Smoky Lake County cancel the 2015 Property Tax penalties on Tax Roll Account Number 41440163 in the amount of \$225.72.

Carried.

**Property Tax Penalty: Cancellation**

201-15: Orichowski

That Smoky Lake County cancel the 2015 Property Tax penalties on Tax Roll Account Number 18593610 in the amount of \$41.52.

Carried.

**Property Tax Penalty: Cancellation**

202-15: Lukinuk

That Smoky Lake County cancel the 2015 Property Tax penalties on Tax Roll Account Number 18601130 in the amount of \$24.65.

Carried.

**Property Tax Penalty: Cancellation**

203-15: Cholak

That Smoky Lake County cancel the 2015 Property Tax penalties on Tax Roll Account Number 35250136 in the amount of \$162.31.

Carried.

**Property Tax Penalty: Cancellation**

204-15: Cholak

That Smoky Lake County cancel the 2015 Property Tax penalties in the total amount of \$25,761.25, as follows:

<u>Roll Account Number</u>	<u>Amount</u>	<u>Roll Account Number</u>	<u>Amount</u>
19593131	\$124.67	19593141	\$90.49
19593142	\$31.78	19600521	\$121.52
19600631	\$3,212.12	54000034	\$17,002.75
15592123	\$30.01	16601532	\$31.06
17601521	\$24.77	17602211	\$55.21
17602713	\$27.45	17620721	\$621.95
17630541	\$27.45	17631711	\$246.18
18603341	\$31.78	18621221	\$205.17
18621411	\$31.06	13581741	\$131.53
13581911	\$169.57	13582031	\$310.79
13582532	\$135.00	13582711	\$414.01
13582741	\$101.07	13582812	\$283.95
13582843	\$34.18	13610332	\$58.82
14581631	\$31.78	14582542	\$183.10
14590543	\$27.55	15582431	\$25.40
13572021	\$292.61	13580711	\$206.97
13580812	\$19.19	13580841	\$421.90
13581041	\$15.39	13581121	\$20.79
13581143	\$516.79	13581241	\$91.51
13581411	\$123.65	13581721	\$108.50
13580911	\$121.67		

Carried.

**Property Tax Penalty: Cancellation**

205-15: Cholak

That Smoky Lake County cancel the 2015 Property Tax penalties on Tax Roll Account Number 15590110 in the amount of \$23.43 and on Tax Roll Account Number 15590120 in the amount of \$12.35.

Carried.

**2015 F.C.S.S.: Community Organization - Funding Organization: Applications**

206-15: Cholak

That Smoky Lake County allocate funding amounts from the 2015 F.C.S.S.- : Family and Community Support Services Grants budget to the following Community Organizations for Year 2015:

Community Group	Eligibility	Funding
Vilna Veselka Dancing Club	Volunteer appreciation	\$ 1,500.00
Waskatenau Pryveet Dance Club	Volunteer support	\$ 1,900.00

Carried.

207-15: Lukinuk

That the Finance Manager's Report received by Brenda Adamson for the period of October 20, 2015 to November 26, 2015 be accepted and filed for information.

Carried.

**7. Delegation(s):**

**Associated Engineering Alberta Ltd.**

**2016 Bridge Program**

Present before County Council at 10:51 a.m. to 11:30 a.m. were Mr. Gene Sobolewski, Project Manager; and Sarah Wadlow, P. Eng. – Project Engineer with Associated Engineering of Alberta Ltd. to discuss the Smoky Lake County Bridge Program.

- 2015 Bridges and Culverts Maintenance Program – Budget Update.
- 2016 Bridge Program Budget Summary.

208-15: Cholak

That Smoky Lake County approve the 2016 proposed Bridge Program Budget in the amount of \$348,200.00 and that the funds come from the 2015 Bridge Program Surplus Budget and the bridge reserve funds.

1. INSPECTIONS							
Type	Season	Number	Unit Cost	Cost	AT	County	
Level 1	Spring	4	\$ 600	\$ 2,400		\$ 2,400	
Level 2	Spring	2	\$ 1,800	\$ 3,600		\$ 3,600	
Major Bridge Inspection	Fall	1	\$ 1,200	\$ 1,200		\$ 1,200	
<b>TOTAL INSPECTIONS</b>				\$ 7,200	\$ -	\$ 7,200	
Funds included in 2016 Budget				\$ 3,600	\$ -	\$ 3,600	
<b>TOTAL 2016 INSPECTIONS</b>				<b>Total Cost</b>	<b>AT Share</b>	<b>County Share</b>	
Summary				\$ 3,600	\$ -	\$ 3,600	
2. CONSTRUCTION CARRY OVER FROM 2015							
Bridge File #	Season	Number	Unit Cost	Cost	AT	County	
	Spring		n/a				
Component	Task	Rate	Units	Total Cost	AT Share	County Share	
BF 07798/07814	Engineering:	Construction Management		\$ -	\$ -	\$ -	
		Total Engineering Fees		\$ -	\$ -	\$ -	
	Construction:	Tender Price		\$ -	\$ -	\$ -	
		Net To Budget		\$ -	\$ -	\$ -	
Funds included in 2015 Budget				\$ -	\$ -	\$ -	
<b>TOTAL 2015 Carryover Project Costs – No Carry-Over as No Construction Occurred in 2015</b>				\$ -	\$ -	\$ -	
<b>TOTAL CONSTRUCTION CARRY OVER</b>				<b>Total Cost</b>	<b>AT Share</b>	<b>County Share</b>	
Summary				\$ -	\$ -	\$ -	
3. CONSTRUCTION (REPAIRS) 2016							
Bridge File #	Cost Category	Season	Number	Unit Cost	Cost	AT	County
*** No Bridges Scheduled For Construction							
<b>Due to 2013 Provincial Program Cuts</b>				\$ -	\$ -	\$ -	
BF79279		Recommend post load restriction to 3 tonnes			(2016 Priority #1 for Replacement)		
BF8201		Recommend post load restriction to 5 tonnes			(Tender package prepared in 2013; ready for		



BF1603	Recommend post load restriction to 3 tonnes				Construction with a high priority for 2016/2017)		
BF74018	Recommend reduce load restriction – analysis req'd						
<b>TOTAL 2016 CONSTRUCTION</b>					<b>Total Cost</b>	<b>AT Share</b>	<b>County Share</b>
Summary					\$ -	\$ -	\$ -
<b>4. REHABILITATION</b>							
Bridge File #	Cost Category	Season	Number	Unit Cost	Cost	AT	County
BF 79279		Spring/Summer	1	n/a			
	Component	Task	Rate	Units	Total Cost	AT Share	County Share
(Culvert replacement) Engineering:		Pre-Design			\$ 25,000	\$ -	\$ 25,000
Low rating advisory issued		Detailed Design			\$ 30,000	\$ -	\$ 30,000
		Cons. Mgmt.*			\$ -	\$ -	\$ -
		Approvals			\$ -	\$ -	\$ -
		<b>Total Engineering Fees</b>			<b>\$ 55,000</b>	<b>\$ -</b>	<b>\$ 55,000</b>
<b>BF 79279 – Engineering Only</b>					<b>\$ 55,000</b>	<b>\$ -</b>	<b>\$ 55,000</b>
<b>TOTAL 2016 MAINTENANCE (Engineering)</b>					<b>Total Cost</b>	<b>AT Share</b>	<b>County Share</b>
Summary					\$ 55,000	\$ -	\$ 55,000
<b>5. OPTIONAL MAINTENANCE WORK</b> (*Note: Subject to AT Approval)							
Bridge File #	Cost Category	Season	Number	Unit Cost	Cost	AT	County
BF77862, BF78004, BF09975		Spring/Summer	1	n/a			
	Component	Task	Rate	Units	Total Cost	AT Share	County Share
	Engineering:	Pre-Design			\$ -	\$ -	\$ -
		Detailed Design			\$ -	\$ -	\$ -
		Cons. Mgmt.			\$ 30,000	\$ -	\$ 30,000
		Approvals			\$ -	\$ -	\$ -
		<b>Total Engineering Fees</b>			<b>\$ 30,000</b>	<b>\$ -</b>	<b>\$ 30,000</b>
		<b>Total Construction Fees</b>			<b>\$ 220,000</b>	<b>\$ -</b>	<b>\$ 220,000</b>
<b>BF77862, BF78004, BF09975 - Engineering</b>					<b>\$ 30,000</b>	<b>\$ -</b>	<b>\$ 30,000</b>
<b>BF77862, BF78004, BF09975 - Construction</b>					<b>\$ 220,000</b>	<b>\$ -</b>	<b>\$ 220,000</b>
<b>TOTAL 2015 OPTIONAL MAINTENANCE</b>					<b>Total Cost</b>	<b>AT Share</b>	<b>County Share</b>
Summary – Construction Fees					\$ 220,000	\$ -	\$ 220,000
Summary – Engineering Fees					\$ 30,000	\$ -	\$ 30,000
<b>6. PROGRAM MANAGEMENT</b>							
Description	Season	Number	Unit Cost	Cost	AT	County	
Budget Meetings	2015	2	\$ 1,200	\$ 2,400		\$ 2,400	
Bridge Management Services	2015	240	\$ 145	\$ 34,800		\$ 37,200	
<b>TOTAL PROGRAM MANAGEMENT</b>					<b>\$ 37,200</b>	<b>\$ -</b>	<b>\$ 39,600</b>
<b>NOTE: Subject to County Input and Approval</b>							
<b>2016 BUDGET SUMMARY</b>					<b>Cost</b>	<b>AT</b>	<b>County</b>
<b>GRAND TOTAL</b>					<b>\$ 345,900</b>	<b>\$ -</b>	<b>\$ 348,200</b>
Sub-Total							
<b>TOTAL ENGINEERING FEES</b>					<b>\$ 95,800</b>	<b>\$ -</b>	<b>\$ 98,200</b>
Sub-Total							
<b>TOTAL OPTIONAL ENGINEERING COSTS</b>					<b>\$ 30,000</b>	<b>\$ -</b>	<b>\$ 30,000</b>
Sub-Total							
<b>TOTAL OPTIONAL CONSTRUCTION COSTS</b>					<b>\$ 220,000</b>	<b>\$ -</b>	<b>\$ 220,000</b>
Sub-Total							
<b>TOTAL ENGINEERING FEES</b>					<b>\$ 345,800</b>	<b>\$ -</b>	<b>\$ 348,200</b>
<b>BUDGET CHECK – Based on Budget Review Meetings</b>					<b>Cost</b>	<b>AT</b>	<b>County</b>
Budget Grand Total					\$ 345,800	\$ -	\$ 348,200
Funds remaining from 2015 Bridge Maintenance construction							\$ 0
<b>Total Allowable County Bridge Program Budget</b>							<b>\$ 348,200</b>

Carried.

RB

209-15: Smigerowsky That Smoky Lake County accept the **2016 Bridge Program Budget Summary** List as follows:

**2016 PROPOSED BUDGET**

Task	Proposed Budget <sup>1</sup>
4 – Level 1 Bridge Inspections	\$2,400
1 – Major Bridge Inspection	\$1,200
2 – Level 2 Timber Coring <sup>2</sup>	\$3,600
BF 79279 Preliminary Design	\$25,000
BF 79279 Detailed Design	\$30,000
Optional – BF 77862, BF 78004 & BF 09975 Maintenance Construction	\$220,000 – Constr. \$30,000 - Engineering
Task	Proposed Budget <sup>1</sup>
Bridge and Culvert Management	\$39,600
Subtotal	\$98,200
Optional Culvert Maintenance Work	\$250,000
Total	\$348,200

<sup>1</sup>Not including GST

<sup>2</sup>Budget savings from 2014 could be used to cover this cost

as prepared by Associated Engineering of Alberta Ltd. to be forwarded to Alberta Transportation and Infrastructure; and the letter received from Sara Wadlow, P. Eng., Project Engineer, Associated Engineering, dated December 2, 2015 in regards to the 2015 Bridges and Culverts Maintenance Program Budget Update, be filed for information.

Carried.

210-15: Cholak

That Smoky Lake County schedule a meeting with Greg Bass, Deputy Minister of Transportation and Infrastructure to discuss the 2016 Smoky Lake County Bridge Program priority list.

Carried.

11:30 a.m. to  
11:54 a.m.

**9. Public Question and Answer Period:**

- At the request of Roy Shupenia, Landowner, a letter was read aloud by Chief Administrative Officer Cory Ollikka.
- Angela Semeniuk was present to discuss funding for the Kalyna Country Performing Arts Association.

**Roy Shupenia, Landowner**

211-15: Cholak

That the letter received from Roy Shupenia, Landowner dated November 25, 2015 in regards to as follows:

November 25, 2015

To: Smoky Lake County Council and Administration  
From: Roy Shupenia  
RE: September 2015 Council Meeting

As a delegate at this meeting my question was to how the County was able to register a piece of land to be used as a PUL lot belonging to me without my signature on a consent form. I was made aware that by simply attaching the PUL lot to my plan of subdivision of the other three lots met the requirements of Land Registries. Unfortunately I had not asked the right questions when inquiring and Land Titles was not forthcoming with any simple explanations. As the developer I was not kept informed and feel decisions were made on my behalf without first consulting me, thus causing a situation that was not necessary.

With that said, I would like to extend my sincerest apology to both Council and Administration staff for this misunderstanding.

Yours truly,  
Roy Shupenia

be filed for information.

Carried.



**Kalyna Country Performing Arts Association**

212-15: Cholak

That Smoky Lake County donate in the amount of **\$1,000.00** to the Kalyna Country Performing Arts Association, with the condition that \$500.00 be used for two equal scholarships to be presented for Modern Dance and Ukrainian Dance categories, as per the letter submitted by Karen Vitich, President dated November 26, 2015 and the verbal request presented by Angela Semeniuk, Kalyna Country Performing Arts Association; with funds to be allocated from Grants to Individuals and Organizations budget.

Carried.

**Meeting Recessed**

Meeting recessed for Lunch, time 11:55 a.m.

**Meeting Reconvened**

The meeting reconvened on a call to order by Reeve Ron Bobocel at 12:45 p.m. in the presence of all Council, the Chief Administrative Officer, the Assistant Chief Administrative Officer, Finance Manager, Public Works Manager, Planning & Development Manager, and Recording Secretary.

**Reeve's Report:**

Reeve Ron Bobocel presented the following report:

- Attended 2015 AAMDC Fall Convention.
- Attended 2015 Federation of Alberta Gas Coops Convention; changes included the Board being able to set the budget.
- Email received from Tasha Blumenthal on November 30, 2015 requesting input for how the County declares a state of agricultural disaster; to be discussed at budget meeting on December 7, 2015.
- Questioned Minister of Agriculture about Province of Alberta's Bill 6: Enhanced Protection for Farm & Ranch Workers Act at Federated Gas Convention; concerns about the implications for small family farm operations.
- Exceptions for family farms will not continue once several other pieces of legislation are repealed; Smoky Lake County to draft a letter requesting the government consult with all subsectors of the agricultural industry.

213-15: Cholak

That Smoky Lake County write a letter to Honourable Lori Sigurdson, Minister of Jobs, Skills, Training and Labour with carbon copies sent to Honourable Rachel Notley, Premier of Alberta, Honourable Oneil Carlier, Minister of Agriculture, Colin Piquette, MLA for Athabasca – Sturgeon – Redwater, and David B. Hanson, MLA for Lac La Biche – St. Paul – Two Hills in regards to Province of Alberta's Bill 6: Enhanced Protection for Farm & Ranch Workers Act.

Carried.

214-15: Bobocel

That the Reeve's Report received, be accepted.

Carried.

**Management Reports**

**Public Works Manager**

Copies distributed for Council information submitted by Doug Ponich, Public Works Manager the following:

- 2015 Road Projects completed up to November 9, 2015.

RB

**Planning & Development Manager**

**Business License Package**

215-15: Lukinuk

That County Council accept the 2016 Business License Renewal Package, including an Introductory Letter from the Regional Economic Development Officer, as information.

Carried.

**Perpetual Energy Operating Corp and Bellatrix Exploration Ltd.: Pipeline Abandonment Notification Letters**

216-15: Orichowski

That the notification letter received from Darren Gramlich, Manager, Surface Land, Perpetual Energy Operating Corp dated November 19, 2015 in regards to Proposed Abandonment and/or Wellsite Equipment Removal located at 2-14-62-18-W4M to 8-11-62-18-W4M; and that the notification letter received from Meghan Broddy, Land Administrator, Aurora Land Consulting Ltd. dated November 20, 2015 in regards to Bellatrix Pipeline Abandonment 13-9 to 13-9-58-12, be filed for information.

Carried.

**Nova Gas Transmission Ltd.**

217-15: Orichowski

That the letter sent by Jordan Ruegg, Planning & Development Manager to Nova Gas Transmission Ltd. dated November 4, 2015 in regards to Temporary Road Use Request, NPS 20 Flat Lake and North Lateral Extension Loop Vilna Reconnect Site, NE 15-59-16-W4M, be filed for information.

Carried.

218-15: Lukinuk

That the management reports received for the period of October 30, 2015 to November 25, 2015 from Doug Ponich, Public Works Manager; Bob Novosiwsky, Public Works Foreman; Dave Kully, Public Works Shop Foreman; Ed English, Peace Officer; John Malysh, Natural Gas Manager; Dave Franchuk, Environmental Operations Manager; Jordan Ruegg, Planning and Development Manager; Trevor Tychkowsky, Safety Officer; Scott Franchuk, Fire Chief and Paul Miranda, GIS/Communication Director, be accepted and filed for information.

Carried.

**Committee Task Forces and Boards: Reports**

**Alberta Care**

- No report.

**Corridor Communications Incorporated**

- No report.

**Doctor Retention & Recruitment Committee**

- Meeting held on December 2, 2015; next meeting is March 23, 2016.
- Tweaking of terms of reference; administration to provide to each respective Council.
- Ron Bobocel was elected as Chairperson, Casey Caron was elected as Vice-Chairperson.

**Evergreen Regional Waste Management Commission**

- Met with business plan consultants; several more meetings planned for the new year.

RB

**Family Community Support Services Committee**

- Inventory of programs offered by the different municipalities to be completed as a goal of RCDC.

**Family-School Liaison Committee**

- Organizational meeting; Craig Lukinuk was elected as Chairperson, Donna Cherniwchan was elected as Vice-Chairperson.
- Next meeting is scheduled for January 11, 2016.

**Fire and Rescue Liaison Committee**

**Smoky Lake:**

- No report.

**Vilna:**

- No report.

**Waskatenau:**

- No report.

**Government Liaison Committee**

- No report.

**Highway 28/63 Regional Water Commission**

- Next meeting is scheduled for December 11, 2015.

**In-House Safety Committee**

- As per Safety Officer's report.
- Next meeting is scheduled for December 16, 2015.

**Municipal Planning Commission**

- No report.

**Northeast Alberta Information HUB**

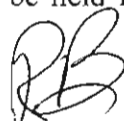
- Meeting held on November 26, 2015.
- Digital Futures Conference; Northern Alberta Development Council are organizations working to get broadband.
- Rural Alberta Development Council; business incubators in local area.
- Planning a meeting in Vegreville in February 2016; Honourable Lori Sigurdson, Minister of Jobs, Skills, Training and Labour and Honourable Brian Mason, Minister of Infrastructure ministers have been invited to attend.

**North East Muni-Corr. Ltd**

- Organizational meeting was held on November 9, 2015.
- Dwayne Yaremkevich was re-elected as President.
- Regular meetings will be held every second Monday of the month in St. Paul at 10:00 a.m.
- Discussion was held on the Owlseye Road to sell 10 metres of Muni-Corr Trail; resolution was defeated by secret ballot.
- Marvin Bjornstad got a quote to install the 20 gates in Smoky Lake County at a price of \$525.00 each, which was accepted.
- Next meeting is December 14, 2015.

**Northern Lights Library Board**

- Annual General Meeting was held on November 1, 2015; Arnold Hansen was re-elected as the Chairperson for the next year and Officers at Large also remained the same.
- Meeting dates for the next year are February 27, June 11, September 17, and November 5, 2016 at 10:00 a.m. in Elk Point, Alberta.
- Conference hosted in Elk Point will be held every second year.
- 2016 Draft Budget was passed.
- Julie Walker has been chosen as the New Director for the NLL.
- Annual Conference will be held in Jasper on April 28 to April 30, 2016.



**Policy Committee**

- Meeting scheduled for December 17, 2015.

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

- Alberta RCMP 2014-2015 Year in Review.
- Smoky Lake Detachment members participated in the memorial service for Basil Tocheniuk of Vilna in respect to years of dedicated service to Vilna COPS.

**Regional Community Development Committee (RCDC)**

- Discussion held on Operational priorities; Stakeholder Participation – involve a group of stakeholders in discussion about potential economic development opportunities and needs.
- Joint FCSS meeting to discuss the activities of the different local agencies.

**Regional Disaster Services Agency Committee**

- Stakeholders' Summit in Calgary attended by Dave Kully and Trevor Tychkowsky.

**Risk-Pro Control Management Committee**

- Smoky Lake Agricultural Society
  - a. September 7, 2015: Minutes
- Vilna Senior Citizen's Recreation Society
  - b. November 5, 2015: Minutes

**Smoky Lake Agricultural Society**

- Meeting scheduled for December 10, 2015.

**Smoky Lake Foundation**

- Minutes: September 16, 2015.
- Minutes: October 14, 2015.
- Randy Orichowski elected as Chairperson; Pat Palechuk elected as Vice-Chairperson.
- Funding received for Vilna lodge.
- Flu vaccinations were administered to lodge staff.
- Vilna Lodge Christmas party on November 28, 2015; Reeve brought greetings on behalf of the County.
- Bar-V-Nook Christmas Party scheduled for December 13, 2015.
- Project Manager hired through Connecting Care.
- RFP for construction manager; closing in January.
- Next meeting scheduled for December 16, 2015.
- Bargaining negotiations scheduled for December 15, 2015.
- Demolition of old lodge; materials to be taken to dry cell.

**Smoky Lake Heritage Board**

- No report.

**Joint Municipalities**

- Next meeting scheduled for January 25, 2016 at 5:30 p.m. in the Village of Vilna.

**Spray Park Committee**

- No report.

219-15: Cholak

That the Committee Task Force and Board Reports presented by Councillors be accepted.

Carried.



**6. Correspondence:**

**A.A.M.D.C.**

220-15: Cholak

That the following correspondence received from the Alberta Association of Municipal Districts and Counties, be filed for information:

- a. Contact Newsletter: November 12, 2015 – Volume 2015, Issue 44.
- b. Contact Newsletter: November 25, 2015 – Volume 2015, Issue 45.

Carried.

**Property Tax: Refund**

221-15: Smigerowsky

That Smoky Lake County refund 2015 property taxes in the amount of \$742.54 on Roll Number 30190102 for the property located at #3, 13239 TWP RD 615, as per the letter received from Leora Johnston, Office Administrator, Smoky Lake Foundation dated August 24, 2015 and the letter received from Doug Mills, Chief Administrative Officer, Smoky Lake Foundation indicating reference, received from Sarah Hoffman, Minister of Seniors dated July 20, 2015 in regards to 2015 Housing Management Body Budget.

Carried.

**Federation of Canadian Municipalities (FCM) Membership**

222-15: Lukinuk

That Smoky Lake County renew membership with the Federation of Canadian Municipalities (FCM) for the Term April 1, 2016 to March 31, 2017 in the amount of \$697.17 based on Municipal Dues Calculated with a base fee of \$140.00 plus per capita fees of \$557.17 (fee population of 3,910 at 14.25 cents).

Carried.

**Advantage Tower Ltd.**

223-15: Cholak

That the letter received from Edward Abt, Vice President, Business Development, Advantage Tower Ltd., dated November 16, 2015 in regards to Infrastructure Opportunity, be filed for information.

Carried.

**Veteran's Memorial Highway Association**

224-15: Bobocel

That Smoky Lake County renew membership to the Veteran's Memorial Highway Association for the Term 2015/2016 in the amount of \$245.90.

Carried.

**Alberta Municipal Affairs**

225-15: Lukinuk

That the letter received from Brad Pickering, Deputy Minister, Alberta Municipal Affairs, dated November 16, 2015 in regards to Funding for Evergreen Regional Waste Management Services, be filed for information.

Carried.

**Dale Croswell Construction Co. Ltd.**

226-15: Cholak

That Smoky Lake County take no action to the letter received from Dale Croswell, Dale Croswell Construction Co. Ltd. dated November 4, 2015 in regards to a request for a Five year extended payment schedule of development permit application fees for the upcoming aggregate extraction applications for the Holowaychuk pit located at E 02-61-17-W4M and the Phillips Pit located at W 29-58-16-W4M.

Carried.

RB

**Thank You: Summary Listing**

227-15: Lukinuk

That Smoky Lake County file for information the November 2015 Summary Listing of Thank You received from organizations extending appreciation of support:

- Alberta Development Officers Association – Conference Donation

Carried.

**Information Releases**

228-15: Orichowski

That the Information Releases for the Month of November 2015, be accepted and filed for information.

Carried.

**10. Bills & Accounts:**

229-15: Cholak

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

<b>Batch #</b>	<b>Cheque Numbers</b>	<b>Total of Batch</b>
31707	39316 to 39342	\$60,325.25
31725	39343 to 39349	\$8,498.08
31732	39350 to 39371	\$222,892.52
31772	39372 to 39396	\$37,519.93
31775	39397	\$13,812.47
31790	39398 to 39417	\$106,297.22
31798	39418	\$2,749.05
31821	39419 to 39435	\$68,950.07
31845	39436 to 39435	\$108,075.89
<b>Total Cheques</b>		<b>\$629,120.48</b>
<b>Direct Debit Register</b>		
31807	Smoky Lake County	\$341,872.57
<b>Total Direct Debits</b>		<b>\$341,872.57</b>
<b>Grand Total Bills and Accounts</b>		<b>\$970,993.05</b>

Carried.

**Schedule County Council Meeting(s)**

230-15: Cholak

That **County Council Meeting(s)** for 2016 be scheduled for Friday, **January 22, 2016**, Thursday, **February 18, 2016**, Thursday, **March 24, 2016**, Thursday, **April 28, 2016**, Thursday, **May 19, 2016**, and Thursday, **June 16, 2016** at 9:00 a.m.; to be held at the County Council Chambers.

Carried.

**Schedule Budget Meeting**

231-15: Cholak

That County Council schedule a Budget Meeting on Thursday, **December 17, 2015** at 10:30 a.m.

Carried.



**ADJOURNMENT:**

232-15: Bobocel

That this meeting be adjourned, time 2:40 p.m.


Carried.



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REEVE

**S E A L**



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CHIEF ADMINISTRATIVE OFFICER