

SMOKY LAKE COUNTY

A G E N D A: ORGANIZATIONAL MEETING of the County Council
held this Thursday, 26th day of October, 2017
at 9:00 o'clock A.M. in the County Council Chambers, Smoky Lake.

Council: Please reference

**Bylaw 1303-17: Regulate Meeting Proceedings and the Transaction of
Business by the Council of the County and its Committees
Orientation Manual – Section Four – 4.8.**

Policy 01-41: Code of Conduct Orientation Manual – Section Four – 4.11.2

1. **General Government Services:**

- 1.1 Call to Order by Chief Administrative Officer.
- 1.2 Oath of Office.
- 1.3 Election of Chief Elected Official: *MGA – Section 150(1)*.
- 1.4 Oath of Office: Chief Elected Official: *MGA – Section 156*.
- 1.5 Election of Deputy Chief Elected Official: *MGA – Section 152(1)*.
- 1.6 Oath of Office: Deputy Chief Elected Official: *MGA – Section 156*.
- 1.7 Council-CAO Covenant: Execute. *Policy Statement No. 01-39 Section Four: 4.4.*
- 1.8 Code of Conduct: Execute. *Policy Statement No. 01-41 Section Four: 4.11.2.*

Reference Minutes: October 27, 2016 – Organizational Meeting.

- **Orientation Manual – Section Two: 2.2.**

- 1.9 Public-at-Large Committee Members – Remuneration.
- 1.10 Day, Hour and Place of Regular Meetings: *MGA – Section 193(1)*.
- 1.11 Annual Meeting (No legislation).
- 1.12 Availability of Financial Statement and the Auditor's Report: *MGA – Section 276(3)*.
- 1.13 Office Closure during Holidays: Central Office and Public Works.
 - 1.13.1 Christmas to New Year's Eve: December 27, 28, and 29, 2017.
– Use days as *Employee Vacation Days*.

Reference for Appointment of Committee Members: MGA – Section 146.

**Orientation Manual – Section Four: 4.6 – 4.6.1: Municipal Committees 2016-2017-
updated April 20, 2017.**

Section Four: 4.6 Bylaws and Policies.

- 1.14 **Government Liaison Committee:** Reeve, Deputy Reeve & Councillors as deemed necessary – **Section Four: 4.6 - 4.6.2: Policy 01-23.**

- 1.15 **Policy Committee:** All Council. – **Section Four: 4.6 - 4.6.3: Policy 01-22.**

12. Assessment and Taxation:

- 12.1 **Assessment Review Boards:** *MGA - Section 454.*
As per **Bylaw 1231-11:** – **Section Four: 4.6 - 4.6.4: Bylaw 1231-11.**

Local Assessment Review Board:

One member and one alternate and
Two members Public-at-Large and one alternate public-at-large.

- Appoint elected member:
- Appoint elected member alternate:
- Re-Appoint: Public-at-Large members: Sue Landiak
- Appoint: Public-at-Large alternate member: Vacant

Composite Assessment Review Board:

One member and one alternate.
One member Public-at-Large.

- Appoint elected member.
- Re-Appoint: Public-at-Large: Sue Landiak
- Appoint: Alternate member elected or Public-at-Large: Vacant

13. Tax Recovery and Municipal Property:

14. Risk Management:

- 14.1 **Risk Pro Management Committee:** Reeve – **Section Four: 4.6 - 4.6.5: Policy 14-02.**
- Appoint Reeve.
 - Appoint Deputy Reeve alternate.

15. Human Resources:

- 15.1 **Negotiating Committee:** Three members and two alternate – **Section Four: 4.6 - 4.6.6: Policy 15-02**
- International Union of Operating Engineers – Local 955
 - Canadian Union of Public Employees – Local 4575.

2. Protective Services:

- 2.1 **Fire Protective Services Committee:** All Council.
- 2.2 **Fire and Rescue Liaison Committee:** – **Section Four: 4.6 - 4.6.7: Policy 02-20.**
- 2.2.1 Vilna Fire Department – One member and one alternate.
- 2.2.2 Smoky Lake Fire Department – One member and one alternate.
- 2.2.3 Waskatenau Fire Department – One member and one alternate.

- 2.3 **RCMP Liaison Committee:** One member and One alternate – **Section Four: 4.6 - 4.6.8: Policy 02-14.**
- 2.4 **Regional Emergency Management Advisory Committee:** One member and one alternate- **Section Four: 4.6 - 4.6.9: Bylaw 1296-16**
- 2.5 **Smoky Lake Region Fire and Rescue Committee:** Two members and One alternate – **Section Four: 4.6 - 4.6.10 Bylaw 1286-15.**
- 3. **Transportation Services:**
 - 3.1 **Road Ban Committee:** Reeve, C.A.O., and Public Works Manager and alternate Deputy Reeve. **Section Four: 4.6 - 4.6.11: Bylaw 1225-11.**
 - 3.2 **North East Muni-Corr Ltd. Committee:** One member and One alternate – **Section Four: 4.6 - 4.6.12: Policy 03-19.**
- 4. **Environmental Health Services:**
 - 4.1 **Alberta Care Committee:** One member and One alternate – **Section Four: 4.6: 4.6.13: Policy 04-11.**
 - 4.2 **Evergreen Regional Waste Management Commission:** One member and One alternate – **Section Four: 4.6 - 4.6.14: Policy 04-12.**
 - 4.3 **Highway 28/63 Regional Water Commission:** Two members and Two alternate – **Section Four: 4.6: - 4.6.15: Policy 04-13.**
- 5. **Public Health and Welfare Services:**
 - 5.1 **In-House Safety Committee:** One member and one alternate. **Section Four: 4.6 – 4.6.16: Policy 05-07.**
 - 5.2 **Doctor Retention and Recruitment Committee:** Reeve – **Section Four: 4.6 - 4.6.17: Policy 05-05.**
 - 5.3 **Family and Community Support Services Committee:** All Council. **Section Four: 4.6 - 4.6.18: Policy 05-03.**
 - 5.4 **Family-School Liaison Committee:** Two members and One alternate. **Section Four: 4.6 – 4.6.19: Policy 05-04.**
 - 5.5 **Smoky Lake Foundation:** Two members and Two alternate. **Section Four: 4.6 – 4.6.20: Policy 05-06.**
- 6. **Environmental Development Services:**
- 61. **Planning, Sub-division and Development Control:**
 - 61.1 **Land Use Bylaw No. 1272-14:**
 - 61.1.1 **Development Authority: Municipal Planning Commission - As per Bylaw No. 994-95 - Three members – **Section Four: 4.6 - 4.6.21: Bylaw 994-95.****

- 61.1.2 **Sub-division and Development Appeal Board: As per Bylaw No. 1226-11 – Two members and seven members at-Large.**
Section Four: 4.6 - 4.6.22: *Bylaw 1226-11.*
- **Appoint two elected.**
 - **Re-Appoint: Members-at-Large:
Grant Gillund, Christine Hansen, Sue Landiak,
Richard Dubetz, Dominique Cere and Jerry Melnyk**
 - **Appoint Ron Bobocel**
- 61.1.3 **Sub-division Authority: As per Bylaw No. 996-95 - **Section Four: 4.6 - 4.6.23: *Bylaw 996-95.*****
- **Re-confirm appointment:
Municipal Planning Services (2009) Ltd.**
- 61.2 **Smoky Lake County Regional Heritage Board: As per Bylaw 1236-11: – **Section Four: 4.6 - 4.6.24: *Bylaw 1236-11.*****
- **Re-Appoint: Members-at-Large: Noreen Easterbrook, Graham Dalziel,
Christine Hansen, Michelle Wright and Leon Boychuk-Hunter.**
- 61.3 **Corridor Communications Incorporated: One member and One alternate -**
Section Four: 4.6 - 4.6.25: *Policy 61-08.*
- 61.4 **Regional Community Development Committee (RCDC): Two members and
One alternate – **Section Four: 4.6 - 4.6.26: *Policy 61-07/ Bylaw 1273-14*****
- **Re-Appoint: Public-at-Large members: Kurt Holdis and Noel Simpson.**
- 62. Agricultural Service Board:**
- 62.1 **Agricultural Service Board: All Council – **Section Four: 4.6 - 4.6.27: *Policy 62-19.*****
- 62.2 **Agricultural Service Board Committee: (Advisory) *When required* –**
Section Four: 4.6 - 4.6.28: *Policy 62-20.*
ASB Chairperson, ASB Vice-Chairperson and any other member of Council affected by
a specific issue and three members of the Public-at-Large.
- 62.3 **Agricultural Service Board Independent Appeal Panel for Weed Control: As per
Bylaw 1240-12 – **Section Four: 4.6 - 4.6.29: *Bylaw 1240-12.*****
- **Re-Appoint: Member-at-Large: Barry Feniak, Norman Schmidt,
and Robert Semeniuk. Alternate: Ed Doktor.**
- 7. Recreation and Cultural Services:**
- 7.1 **Northeast Alberta HUB: One member and one alternate - **Section Four: 4.6 - 4.6.30:
*Policy 61-05.*****
- 7.2 **Northern Lights Library System: One member and One alternate – **Section Four:
4.6 - 4.6.31: *Policy 07-04.*****
- 8. Fiscal Services:**

9. Rural Utilities:

9.1 **Appointment of Utilities Committee:** To exercise provisions of the Rural Utilities Act and supplemental Bylaws thereto.

9.1.1 **Natural Gas Committee:** All Council.

9.1.2 **Environmental Operations (Water, Wastewater and Waste Management):**
All Council.

Adjournment: