

SMOKY LAKE COUNTY

Minutes of the **County Council Meeting** held on Thursday, **June 13, 2024**, at 9:04 A.M. held both virtually online and physically in Council Chambers.

The meeting was called to order by the Reeve, Jered Serben, in the presence of the following persons:

ATTENDANCE		
<u>Div. No.</u>	<u>Councillor(s)</u>	<u>Thursday, June 13, 2024</u>
1	Dan Gawalko	Present in Chambers
2	Linda Fenerty	Present in Chambers
3	Dominique Cere	Present in Chambers
4	Lorne Halisky	Present in Chambers
5	Jered Serben	Present in Chambers
Interim CAO	Lydia Cielin	Present in Chambers
Finance Manager	Brenda Adamson	Present in Chambers
Executive Svcs/R.S.	Patti Priest	Virtually Present

Observers in Attendance Upon Call to Order:

Natural Gas Manager	Daniel Moric	Virtually Present
Community Peace Officer	Tate Murphy	Virtually Present
Ag. Fieldman	Carleigh Danyluk	Present in Chambers
Fire Services Clerk	Meaghan Andreychuk	Virtually Present
GIS Operator	Carole Dowhaniuk	Virtually Present
Fire Chief	Scott Franchuk	Virtually Present
Planning Dev Manager	Jordan Ruegg	Virtually Present
Comm. Officer	Evonne Zukiwski	Virtually Present
Public	3 Members	Virtually Present
Media	No Members	N/A

2. Agenda:

623-24: Fenerty

That the Smoky Lake County Council Meeting Agenda for Thursday, June 13, 2024, be adopted, as amended:

Addition to the Agenda:

1. Executive Session – Land Issue in respect to the Hamlet of Warspite, under the authority of the FOIP Act, Section 27: Privileged information.
2. Correspondence - RMA Bulletin, June 5, 2024, Bill 11 Question Guide.

Correction to the Agenda Item #8.2. should say:

“CAO: Kevin Lucas - Execution of the Chief Administrative Officer Covenant.”

Carried Unanimously.

3. Minutes:

3.1. Council Regular Meeting Minutes of May 23, 2024

624-24: Gawalko

That the minutes of the **Smoky Lake County Council Regular Meeting**, held on Thursday, May 23, 2024, be adopted as presented.

Carried.

4. Delegations:

Nil.

5. Public Hearing:

Nil.

Chris Minailo, Public Works Manager, virtually joined the meeting, time 9:10 a.m.

7. Request for Decision:

7.1. Agriculture Services Poster Contest

625-24: Cere

That Smoky Lake County acknowledge receipt of the Year-2024 submissions to the Smoky Lake County Agricultural Services Poster Contest, with 5 submissions from the Smoky Lake Hutterite Colony School, 2 submissions from Vilna School, and 22 submissions from H. A. Kostash School, and approve to award prizes as per Policy Statement No. 62-06-01, to the following students:

Grades One and Two:

- 1st Place: Weston Stahl,
- 2nd Place: Ryett Goegebeur,

Grades Three and Four:

- 1st Place: (4-way tie) Abbygail Gray, Daniel Kozma, Lilly Feniak, John Popel,
- 2nd Place: Jenessa Stahl,

Grades Five and Six:

- 1st Place: Emily Stahl,
- 2nd Place: Cameron Stahl, and

Overall Grand Prize Winner: Cameron Stahl.

Carried.

Carleigh Danyluk, Agricultural Fieldman, left Council Chambers, time 9:16 a.m.

7.2. Policy Statement No. 08-19-03: Smoky Lake CLC Program – Legal Host Agreement

626-24: Halisky

That Smoky Lake County Council amend Policy Statement No. 08-19-02: Smoky Lake County Community Learning Council Program – Legal Host Agreement, to update the County’s Chief Administrative Officer’s (CAO’s) name to Kevin Lucas:

Title:	Smoky Lake County Community Learning Council Program - LEGAL HOST AGREEMENT	Policy No:	19-03
Section:	08	Code:	P-I
		Page No.:	1 of 5 E
Legislation Reference:	Alberta Provincial Statutes		
Purpose:	To establish a written agreement, referred to as the "Legal Host Agreement" between two Parties: Smoky Lake County Community Learning Council and the Legal Host – Smoky Lake County to receive grants from Government of Alberta, Advanced Education – Community Adult Learning Program (CALP).		
Policy Statement and Guidelines:			
1. STATEMENT:			
1.1 Smoky Lake County officiates as the LEGAL HOST (Local Hosting Authority) for the Smoky Lake County Community Learning Council since January 1, 1995: a change in Designated Hosting Authority to Smoky Lake County from previously known as Smoky Lake Further Education which was originally established in November 17, 1975 under the County of Smoky Lake School Board of Education.			
1.2 Smoky Lake County as the Legal Host and Community Adult Learning Program (CALP) grant recipient for the Service Organization Smoky Lake County Community Learning Council.			
2. OBJECTIVE:			
2.1 The intention of this Policy is to demonstrate the accountability and effectiveness of the Legal Host model for the Smoky Lake County Community Learning Council that contributes to the effective delivery of Literacy and Foundational Learning programming and support in our community.			
2.2 To establish adequate clarity and documentation with regard to the expectations, roles and responsibilities and build an understanding relationship between both parties of the continuity of the Community Adult Learning Program (CALP) with the Smoky Lake Region.			
3. DEFINITION:			
3.1 "Chief Administrative Officer" is the person appointed by Council as the Chief Administrative Officer pursuant of the Municipal Government Act .			
3.2 Her Majesty the Queen in Right of Alberta: is the Minister of Alberta Advanced Education.			
3.3 Legal Host: is the Smoky Lake County, as a legal entity approved by Advanced Education to act as the legal administrator for a Service Organization, and receive the Community Adult Learning Program (CALP) Grants on behalf of the Service Organization.			
3.4 Service Organization: Is the Smoky Lake County Community Learning Council.			

Title: Smoky Lake County Community Learning Council Program - LEGAL HOST AGREEMENT		Policy No: 19-03
Section: 08	Code: P-4	Page No.: 2 of 5 E

Policy Statement and Guidelines:

4. GUIDELINES:

- 4.1 The Chief Administrative Officer shall exercise the authority as the Legal Host for Smoky Lake County in the capacity of the County's responsibilities in accordance with the **Government of Alberta, Advanced Education – Community Adult Learning Program (CALP) Guidelines**, dated July 2016, and as amended from time to time.
- 4.2 Smoky Lake County Council in accordance with Alberta Advanced Education Community Adult Learning Program shall by motion execute annually the **Grant Agreement** between Her Majesty the Queen in Right of Alberta, Minister of Advanced Education and Smoky Lake County.
- 4.3 Both parties: Smoky Lake County and Smoky Lake County Community Learning Council demonstrate commitment and clarity in the relationship to seriously undertake the conduct and performance expectations within their respective roles appropriately, as approved by the Minister and funded by Community Adult Learning Program (CALP) funding to delivery direct learning opportunities for lifelong literacy and foundational learning.


5. PROCEDURES:

- 5.1 Smoky Lake County, as the Legal Host and Smoky Lake County Community Learning Council, as the Service Organization shall demonstrate their roles and responsibilities for effective governance and administration as illustrated in a written format as per **Schedule "A": Legal Host Agreement**.
- 5.2 The "Legal Host Agreement" shall be considered as a clearly articulated written form that demonstrates Community Adult Learning Program (CALP) funds are provided to a Legal Host and ensures that the status of the employer, financial and program responsibilities of both the Legal Host and the Smoky Lake County Community Learning Council are agreed to by both parties and any amendments thereafter shall be submitted to the Department of Alberta Advanced Education.

Section 08 Policy: 19-03


LEGAL HOST AGREEMENT **Schedule "A"**

Page 1 of 3.



Smoky Lake County
(hereinafter referred to as "County")
Legal Host
Box 310
Smoky Lake, Alberta T0A 3C0

AND



Smoky Lake County Community Learning Council
(hereinafter referred to as "Council")
Service Organization
Box 631
Smoky Lake, Alberta T0A 3C0

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The Smoky Lake County officiates as the **LEGAL HOST** (Local Hosting Authority) for the Smoky Lake County Community Learning Council since January 1, 1995, a change in Designated Hosting Authority to Smoky Lake County from previously known as Smoky Lake Further Education which was originally established in November 17, 1975 under the County of Smoky Lake School Board of Education.

In this capacity the County's responsibilities are as outlined in the **Government of Alberta, Advanced Education – Community Adult Learning Program (CALP) Guidelines**, dated July 2016, and as amended from time to time.

Responsibilities of the County as an Incorporated Legal Host:

A Legal Host is a member of the Community Adult Learning Program (CALP) and is approved by the Minister to receive Community Adult Learning Program (CALP) funding on behalf of the Council. The responsibilities of a Legal Host are:

1. To act as the legal employer of individuals hired to administer the Community Adult Learning Program (CALP) in the community and continue to provide employee benefit and payroll services.
2. To act as the legal financial administrator for Community Adult Learning Program (CALP) grant funds and ensure that the Community Adult Learning Program funds can be accounted for distinctly and separately from other funds received and conduct an annual review of the financial records on the basis as per Council fiscal year.
3. Provide a representative to serve as a member on the Council as a decision-making body.
4. To provide commercial general liability insurance coverage of not less than \$2,000,000.00 inclusive per occurrence, insuring against Bodily Injury, Personal Injury, and Property Damage, including loss of use, which will automatically fall under the County's main Liability Insurance Policy that will cover the Council and activities involved in the Community Adult Learning Program (CALP) in the community.
5. Provide Office and Meeting Space, IT Support Services, Photocopying Services and Postage Services (not bulk mailing) at no cost to the Council.
6. Provide County Cell Phone Coverage Plan at no cost. Cell Phone usage costs shall be reimbursed to the County.
7. To protect the personal information of learners in the collection, use and disclosure of information as stipulated in the *Freedom of Information and Protection of Privacy Act (FOIP)* and *Protection of Individual Privacy Act (PIPA)* and accommodate all formal requests.
8. This "Legal Host Agreement" shall be considered as a clearly articulated written form that demonstrates Community Adult Learning Program (CALP) funds are provided to a Legal Host and ensures that the status of the employer, financial and program responsibilities of both the Legal Host and the Smoky Lake County Community Learning Council are agreed to by both parties and any amendments thereafter shall be submitted to the Department.

Please note: Should any party representative change upon the execution of the agreement – a new Legal Host Agreement shall be executed.

Schedule "A": Legal Host Agreement Page 3 of 5.

Section 08 Policy: 19-03

LEGAL HOST AGREEMENT: Continued **Schedule "A"**

Page 2 of 3.

Responsibilities of Council as the Service Organization:

As an eligible Service Organization of the Community Adult Learning Program (CALP) and is approved by the Minister to be funded by Community Adult Learning Program (CALP) funding on behalf of the County. The responsibilities of the Service Organization are:

1. To operate as an effective non-for-profit Service Organization with sound practices in governance and in the planning and management of its programs, finances, and personnel, and oversees the direct learning opportunities enabled and be in compliance with the Community Adult Learning Program (CALP) Grant and Guidelines.
2. Determine bylaws, structure and decision-making processes, and develop and adhere to operational policies and procedures, including conflict of interest guidelines, and examine and vote on matters in accordance to the written bylaws, policies and procedures of Council.
3. Ensure that the decision-making body consists of at least five (5) individuals from within the Community, including a representative of the Legal Host. No represented employer or organization can have more than one vote on the decision-making body, including the Legal Host.
4. Hold regular meetings and maintain a record of minutes documenting key decision made including personnel, program and funding allocations. Records Retention shall be in accordance with Council Policy.
5. Develop and submit annual grant applications and final reports, including financial statements, in a format specified by the Department, and approved by the Legal Host.
6. Ensure the learning opportunities, supports, and services supported by the Community Adult Learning Program meet needs, benefit learners, are provided in a cost-effective manner to maximize the use of public funds, and are provided in cooperation with other related organizations in the Community and provide the Legal Host at Council year-end with an Annual Summation Report of Programs and Courses.
7. Ensure criteria are in place for reducing the social and economic barriers facing learners and processes are in place for learners to participate in programs and courses.
8. Act as the main legal employer of individuals hired to administer the Community Adult Learning Program (CALP), and consult the Legal Host as necessary with documentation.
9. Act as the main legal financial administrator for Community Adult Learning Program (CALP) grant funds and ensure that the Community Adult Learning Program funds can be accounted for distinctly and separately from other funds received on an annually review basis as per Council fiscal year. Provide two **Financial Statements and an Excel Spreadsheet Report** to the Legal Host: one for the month of June and one for the month of December for the County's fiscal year.
10. Keep the Legal Host and the Department informed of changes to the current Council relationship and signing authorities; and ensure the Department has current copies of bylaws, financial and personnel policies and procedures provided annually at Council's year-end.
11. Ensure that all staff and volunteers who work with or may have unsupervised access to children must provide the Council a current security clearance/criminal record check available through the local police department; and provide the original copy to the Legal Host.
12. Acknowledge that programs and services were made possible by funding from the **Government of Alberta** on all materials including the following, but not limited to that are printed and created, such as advertising, signage, brochures, Flyers, website, etc.
13. Smoky Lake County Community Learning Council requires for its record documentation acknowledging that Smoky Lake County will continue to serve as the Legal Host for our Council and upon the execution of the "Legal Host Agreement", it shall be considered as a written form that **Smoky Lake County as the Legal Host demonstrates commitment to lifelong foundational learning which is greatly appreciated.**

Schedule "A": Legal Host Agreement Page 4 of 5.

Section 08 Policy: 19-03

LEGAL HOST AGREEMENT: Continued **Schedule "A"**

Page 2 of 3.

SMOKY LAKE COUNTY COMMUNITY LEARNING COUNCIL agrees with the terms of the **Legal Host Agreement** and will continue to be the **"SERVICE ORGANIZATION" UNDER THE "LEGAL HOST"** Authority.

Melody Kaban – Chairperson	Date
Christine Hominiuk – Executive Program Coordinator	Date
Lydia Cielin – Secretary-Treasurer	Date

SMOKY LAKE COUNTY agrees with the terms of the **Legal Host Agreement** and will continue to be the designated **"LEGAL HOST"** Authority.

Kevin Lucas – Chief Administrative Officer	Date
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Schedule "A": Legal Host Agreement Page 5 of 5.

Carried.

7.3. Bylaw 1463-24: Planning and Development Fees Bylaw

627-24: Cere

That Smoky Lake County **Bylaw 1463-24: Planning and Development Fees Bylaw (this will be a repeal and replacement of the existing P&D fees Bylaw 1431-23)**, for the purpose of establishing fees for Planning and Development related matters for Smoky Lake County, be given **FIRST READING**.

Carried.

Moved by Councillor Fenerty that Smoky Lake County **Bylaw 1463-24: Planning and Development Fees Bylaw (this will be a repeal and replacement of the existing P&D fees Bylaw 1431-23)**, for the purpose of establishing fees for Planning and Development related matters for Smoky Lake County, be given **SECOND READING**.

Carried.

Moved by Councillor Halisky that Smoky Lake County **Bylaw 1463-24: Planning and Development Fees Bylaw (this will be a repeal and replacement of the existing P&D fees Bylaw 1431-23)**, for the purpose of establishing fees for Planning and Development related matters for Smoky Lake County, be given unanimous consent for **PERMISSION FOR THIRD READING**.

Carried Unanimously.

Moved by Councillor Gawalko that Smoky Lake County **Bylaw 1463-24: Planning and Development Fees Bylaw (this will be a repeal and replacement of the existing P&D fees Bylaw 1431-23)**, for the purpose of establishing fees for Planning and Development related matters for Smoky Lake County, as amended, be given **THIRD & FINAL READING**, and the Reeve and Interim Chief Administrative Officer be hereby authorized to fix their signatures to all necessary documents and the corporate seal be fastened where it is deemed to be necessary.

Carried.

Two Members of the Public, virtually joined the meeting, time 9:33 a.m.
Carleigh Danyluk, Agricultural Fieldman, virtually joined the meeting, time 9:46 a.m.

7.4. Public Land Sale Tender for County-Owned Lands

628-24: Serben

That Smoky Lake County Council **defer** further discussion of the following County-Owned Lands, legally described below, to a future Council Committee of the Whole Meeting, prior to consideration of possibly selling the lands through a potential Public Land Sale:

PT. NW 2-59-12-W4M (13.57 ACRES) – Reserve Bid = \$45,000.00

PT. NE 29-59-12-W4M (2.02 ACRES) – Reserve Bid = \$13,000.00

PT. SW 21-60-13-W4M (1.0 ACRES) – Reserve Bid = \$12,000.00

PT. SW 35-59-15-W4M (0.5 ACRES) – Reserve Bid = \$500.00

PT. NE 27-58-16-W4M (2.5 ACRES) – Reserve Bid = \$10,000.00

PLAN 8120163, LOT 1 (20.16 ACRES) – Reserve Bid = \$70,000.00

PLAN 3329ET (1.0 ACRES) – Reserve Bid = \$5,000.00

PLAN 1955CL, BLOCK 1, LOT 3, (3,900 SQUARE FEET) – Reserve Bid = \$2,000.00

PLAN 1955CL, BLOCK 1, LOT 18, (6,222 SQUARE FEET) – Reserve Bid = \$2,300.00

PLAN 716CL, BLOCK 2, LOT 1 (3,900 SQUARE FEET) – Reserve Bid = \$ 9,000.00

PLAN 0425044, BLOCK H, LOT 10A (12,800 SQUARE FEET) – Reserve Bid = \$12,000.00

PLAN 0425044, BLOCK H, LOT 11A (10,000 SQUARE FEET) – Reserve Bid = \$11,800.00

PLAN 3474MC; OT (6.65 ACRES) – Reserve Bid = \$50,000.00

SW 12-61-16-W4M (160 ACRES) – Reserve Bid = \$150,000.00

NE 30-59-14-W4M (153.87 ACRES) – Reserve Bid = \$150,000.00

Carried.

7.4. Public Land Lease Tender for County-Owned Lands

629-24: Cere

That Smoky Lake County Council **defer** further discussion of the following County-Owned Lands, legally described below, to a future Council Committee of the Whole Meeting, prior to consideration of possibly leasing the lands through a potential Public Land Lease Tender:

SE 8-62-13-W4M (125.30 ACRES)

SW 8-62-13-W4M (153.50 ACRES)

SE 25-61-18-W4M (107.35 ACRES)

PT. NE 25-61-18-W4M (32.78 ACRES)

Carried.

7.4. Public Land Lease Tender for County-Owned Lands near Hanmore Lake

630-24: Serben

That Smoky Lake County extend an invitation to any interested conservation associations, to be a delegation at a future Council Committee of the Whole Meeting, further to the June 13, 2024, Council Motion #629-24, in respect the following County-Owned Lands adjacent to Hanmore Lake, legally described as: SE 25-61-18-W4M (107.35 ACRES), and PT. NE 25-61-18-W4M (32.78 ACRES), to explore conservation management options for the said lands.

Carried.

7.5. Smoky Lake Grapevine Distribution by Email

631-24: Fenerty

That Smoky Lake County **defer** further discussion, of additional ways to distribute the County Grapevine, such as emailing, to the August 8, 2024, Council meeting to allow time for Administration to research options, costs, and risks of third-party distribution and/or other technologies.

Carried.

7.6. Regional Parades Participation

632-24: Fenerty

That Smoky Lake County prepare a parade float with the Town of Smoky Lake's 2024 Parade Theme: "Train Tracks of Tradition!", and enter the parade float with available Councillors participating aboard the float in the regions' parades, scheduled by the Town of Smoky Lake (Annual Heritage Day Parade) on August 3, 2024, Victoria Trail Agricultural Society (Annual Fair Days Parade) in the Village of Waskatenau on August 11, 2024, and Vilna & District Agricultural Society (Vilna Boomtown Days Parade) in the Village of Vilna on August 17, 2024.

Carried.

Scott Franchuk, Fire Chief, entered Council Chambers, time 10:15 a.m.

7.7. Forest Resource Improvement Association of Alberta (FRIAA) FireSmart Program

633-24: Cere

That Smoky Lake County Council approve action taken by Administration on April 24, 2024, in executing the Forest Resource Improvement Association of Alberta FireSmart Program Project Grant FFP-22-18 – Smoky Lake County Wildfire Mitigation Strategy for Lake Resort Communities grant extension from December 31, 2023, to September 30, 2024.

Carried.

7.7. Smoky Lake County Wildfire Mitigation Strategy - FRIAA FireSmart Program

634-24: Fenerty

That Smoky Lake County accept the final report for the Smoky Lake County Wildfire Mitigation Strategy, funded through the Forest Resource Improvement Association of Alberta (FRIAA) FireSmart Program, prepared by Montane Forest Management Ltd, consultant Stew Walkinshaw, dated May 2024, outlining the implementation plan for twelve recommendations as follows:

Vegetation Management

Item	Recommendation
Private-Lands	Recommendation 1: Educate and encourage residents in all of the resort communities to establish adequate FireSmart Immediate and Intermediate Zone vegetation management standards on their private-lands.
Municipal & Provincial Lands	Recommendation 2: Plan and implement neighbourhood-level fuel-breaks on Municipal and Provincial lands.
Fuel-break Maintenance	Recommendation 3: Ensure that residents are educated and engaged on Immediate and Intermediate Zone FireSmart vegetation management maintenance and that Extended Zone FireSmart vegetation management area maintenance is planned, budgets are allocated, and projects are implemented.

Development & Legislation

Item	Recommendation
Development Legislation	Recommendation 4: Complete a review and revise all applicable Smoky Lake County bylaws and planning documents to ensure alignment with FireSmart best-practices.

Public Education

Item	Recommendation
FireSmart Education	Recommendation 5: Develop and implement a focused, long-term, and repetitive FireSmart education program for all County residents and administration/elected officials.
FireSmart Hazard Assessments	Recommendation 6: Identify and train Smoky Lake County Fire Department members to provide Advanced FireSmart Hazard Assessments and options to reduce the wildfire threat to those residents that request one.
FireSmart Canada Neighbourhood Recognition Program	Recommendation 7: Smoky Lake County Fire Department should identify and train key personnel to act as Local FireSmart Representations to implement the FireSmart Canada Neighbourhood Recognition Program in the Resort communities.

Interagency Cooperation & Cross-Training

Item	Recommendation
Cross-Training	Recommendation 8: Smoky Lake County Fire Department personnel should continue and enhance cross-training related to the to the following standards: <ul style="list-style-type: none"> ▪ Incident Command System (I-100 to I-400) as applicable ▪ Wildland Firefighter (NFPA1051/1140 Level 1 or equivalent) ▪ Wildland/Urban Interface Structure & Site Preparation (WUI-M, S-115, S-215) ▪ FireSmart Canada – Advanced FireSmart Home Assessment Workshop

Emergency Planning

Item	Recommendation
Regional Emergency Management Plan	Recommendation 9: Once the Smoky Lake County hazard and risk assessment has been completed and wildfire has been identified, prepare a hazard-specific action plan for wildland/urban interface fires.
Wildfire Preparedness Guides	Recommendation 10: Prepare Wildfire Preparedness Guides for each of the Resort communities.
Structure Protection Unit	Recommendation 11: Build a Smoky Lake County Fire Department Structure Protection Unit to provide adequate structure protection equipment for initial response to a wildland/urban interface fire.
Emergency Exercises	Recommendation 12: Conduct regular wildland/urban interface table-top, functional, and/or field exercises between Smoky Lake County and applicable mutual-aid partners to test the Wildfire Preparedness Guide(s), Smoky Lake Regional Emergency Management Plan, and structure protection equipment.

Carried.

7.7. Forest Resource Improvement Association of Alberta (FRIAA) FireSmart Program
635-24: Halisky That Smoky Lake County Council **defer** approval to allocate the surplus funding in the amount of \$3,572.90, from the Forest Resource Improvement Association of Alberta (FRIAA) FireSmart Program, Project Grant FFP-22-18 – Smoky Lake County Wildfire Mitigation Strategy for Lake Resort Communities, to allow time to determine if the consultant would complete a wildfire mitigation strategy implementation plan for the Island Lake cabin area.

Carried.

7.9. Water line Crossing on Road Allowance
636-24: Gawalko That Smoky Lake County Council rescind April 25, 2024, Motion #540-24, due to an incorrect legal land description of “NW-34-59-14-W4”, and reconfirm approval the private waterline crossing project adjacent to Township Road 601A between Range Road 132 and Range Road 131, near the lands legally described correctly as SW-11-60-13-W4, in response to the application received from landowners: Kyle & Nadia Latimer, dated April 10, 2024, at a cost to the landowners in the amount of \$300.00, and in accordance with County Policy Statement No. 03-27-01.

Carried.


7.8. MG30 to be sold to the Smoky Lake Hutterite Colony
637-24: Cere That Smoky Lake County Council approve to enter into a hold harmless agreement, as per Policy Statement No. 03-26-01: Custom Work, with the applicant: ‘Smoky Lake Farming’ (Smoky Lake Hutterite Colony), for the purpose of the delivery of MG30 Dust Control product on the private roadways within the lands identified under the Municipal Address of 58356 – Rge Rd 173, through the County’s supplier: Kortech Calcium Services Ltd., **at no cost to the County** and with the applicant to be invoiced accordingly for any amount used on the private roadways, to be completed in concurrence with the County’s Year-2024 MG Haul Road-PW57 Project #MG2413: Twp 584 between Hwy 855 & Rge Rd 165.

Carried.

8. Interim Chief Administrative Officer’s Report:

8.1. Interim Chief Administrative Officer’s Report

Chief Administrative Officer - Report Period: April 24, 2024 – May 31, 2024		
LEGISLATIVE / GOVERNANCE		
Projects	In Progress	Completed
I would like to extend a “Thank You” to Council for the wonderful working relationship and my gratitude to be able to serve as your Interim CAO, as Council was in search for filling this position. I truly appreciated the understanding and patience provided.	May 23/23	June 3/24
Edmonton Humane Society <ul style="list-style-type: none"> April 27, 2023, Council Motion 558-23, to designate the Edmonton Humane Society (EHS) as the County Dog Shelter and execute an open-ended term agreement with EHS for the purpose of providing the County with dog kennel services, at a cost in the amount of \$750.00 per month to secure two kennel spots with any additional kennel spots being an additional cost in the amount of \$375.00 per month, to a maximum of four dogs per month. Email from the Manager of Animal Care and Support Services, Edmonton Humane Society, dated April 26, 2024. Attachment # 8.1a <p>RECOMMENDATION: That Smoky Lake County acknowledge receipt of the email received from the Manager of Animal Care and Support Services, Edmonton Humane Society, dated April 26, 2024, in respect to the shelter being unable to accept any new animals, in order to maintain proper capacity to care for the animals.</p>	April 27/23	April 26/24
ADMINISTRATIVE		
Projects	In Progress	Completed
Request For Information: Policy Statement 01-50. County received two requests: <ul style="list-style-type: none"> May 17, 2024: Emails exchanged between the County and Town in respect to the alleyway and roadway located on 4924 – 50 street adjacent to the Public Works Shop. May 13, 2024: Clarification on County’s process in respect to Fire Ban implementation. 	May 17/24 May 13, 2024	May 29/24 June

FINANCIAL		
Projects	In Progress	Completed
No Items		
HUMAN RESOURCES		
Projects	In Progress	Completed
<ul style="list-style-type: none"> Staff Debrief: next meeting is scheduled for May 28, 2024 at 1:30 p.m.. Invite sent to staff on May 22, 2024 	May 22/24	May 28/24
<ul style="list-style-type: none"> The Onboarding CAO Municipal Information Manual was completed as discussed with Council Staff Debrief: next 	April 17/24	May 30/24
COMMUNITY		
Projects	In Progress	Completed
Smoky Lake Agricultural Society Attachment # 8.1b <ul style="list-style-type: none"> Letter of support received was received by email on April 30, 2024 for a letter of support for the Ag Society's CFEP Application. <p>RECOMMENDATION: That Smoky Lake County approve action taken by Administration in providing a "Letter of Support" to the Smoky Lake Agricultural Society for their application for the Community Facility Enhancement Program (CFEP) Grant under the Small Stream Fund for the amount of \$125,000 to complete a \$270,000 project to replace the Heating, Ventilation and Air Conditioning System.</p>	April 30/24	May 1/24
90th Birthday Certificate Provided as requested by a member of the public for Olga Sadoway's 90 th Birthday.	May 29/24	May 31/24
TRAINING / MEETINGS		
CIRA Cyber Awareness Training Completed Friendly reminder to all Council that this training must be completed by Council members as well, as it is a requirement for the County to qualify for Cyber Security Insurance.	Mar 18/24	June 3/24
ACTION LIST		
Action List – Charts for January & February 2024 Council Meetings. Completion of the rest of the Action Lists will be reported through the CAO Report.		
Signature:  Interim Chief Administrative Officer	County Council Meeting: June 13, 2024	

8.1a Edmonton Humane Society – Unable to Accept New Animals

638-24: Cere

That Smoky Lake County acknowledge receipt of the email received from the Manager of Animal Care and Support Services, Edmonton Humane Society, dated April 26, 2024, in respect to the shelter currently being unable to accept any new animals in order to maintain proper care capacity for the animals, and noting the possibility of animal intake on a case-by-case basis going forward.

Carried.

8.1b Smoky Lake Agricultural Society – Letter of Support for CFEP Application

639-24: Fenerty

That Smoky Lake County approve action taken by Administration in providing a "Letter of Support" on May 1, 2024, to the Smoky Lake Agricultural Society, for their application to the Community Facility Enhancement Program (CFEP) Grant, under the Small Stream Fund, for potential funding in the amount of \$125,000.00 to complete their \$270,000.00 project: Heating, Ventilation and Air Conditioning System Replacement at the Smoky Lake Agricultural Society Complex, in Smoky Lake.

Carried.

8.1 Interim Chief Administrative Officer Report

640-24: Halisky

That Smoky Lake County Council accept the Interim Chief Administrative Officer Report, for the period of April 24, 2024, to May 31, and the attached Council Meeting Action Lists from the months of January and February, 2024, for information.

Carried.

6. Municipal Planning Commission:

Meeting Recessed

The Council meeting was recessed at 11:04 a.m. to undertake a Municipal Planning Commission Meeting on a separate agenda with separate minutes.

Meeting Reconvened The Council meeting reconvened on a call to order by the Reeve at 11:26 a.m. in the physical or virtual presence of all Council Members, Chief Administrative Officer, Assistant Chief Administrative Officer, Finance Manager, Executive Services Clerk, Planning & Development Manager, Natural Gas Manager, Fire Chief, Agricultural Fieldman, Municipal Clerk, Communications Officer, Peace Officer, GIS Operator, and 4 Members of the Public.

11:31 to 11:32 a.m. **Public Question and Answer Period:**
None.

8.2. Chief Administrative Officer: Kevin Lucas – Execution of the CAO Covenant



Pictured left to right: Kevin Lucas, Chief Administrative Officer, and Jered Serben, Reeve.

641-24: Cere That Smoky Lake County Council acknowledge Kevin Lucas’s execution of the Chief Administrative Officer Covenant as per Policy Statement No. 01-39-01: Council-CAO Covenant, which lays out the expectation, roles and responsibilities of the CAO to move forward with governance issues and to build an understanding of the continuity of the Council and Chief Administrative Officer relationship.

Carried.

9. Council Committee Reports:

Nil.

10. Correspondence:

10.1. Alberta Advantage Immigration Program (AAIP) Rural Renewal Stream (RRS) Community Designation - Letters of Support

642-24: Halisky That Smoky Lake County acknowledge receipt, the letters of support from each respective municipality in favour of the Smoky Lake Region, becoming a Designated Community under the Alberta Advantage Immigration Program (AAIP) Rural Renewal Stream (RRS), from:

Town of Smoky Lake, dated May 15, 2024,
Village of Waskatenau, dated May 16, 2024,
Village of Vilna, dated May 22, 2024, and
Smoky Lake County, dated May 15, 2024.

Carried.

10.2. Municipal Affairs Minister - Bill 20 to Change the LAEA and MGA

643-24: Cere That Smoky Lake County acknowledge receipt of the letter from Municipal Affairs Minister, dated May 24, 2024, in respect to Bill 20 – Municipal Affairs Statutes Amendment Act to change the Local Authorities Election Act (LAEA) and Municipal Government Act (MGA), and the attached Bill 20 Fact Sheet, clarifying what Bill 20 means and outlining the next steps, should the legislation pass, stating: “supporting regulations would be developed through stakeholder engagement with municipalities and other partners, which is expected to take place in late spring and summer of 2024”.

Carried.

10.3. Email from Carl Tatarin - County’s position on Long Term Care & Initiatives

644-24: Cere

That Smoky Lake County Council acknowledge receipt of the email from Carl Tatarin, dated May 25, 2024, requesting clarification on the County’s position on Long Term Care and information on initiatives relating to same, and direct Administration to follow up with Mr. Tatarin in response.

Carried.

10.4. Ukrainian Canadian Congress (UCC) - Ukrainian Day, August 25, 2024

645-24: Fenerty

That Smoky Lake County Council approve to be an “Activity Sponsor” in the amount of **\$500.00**, to the Ukrainian Canadian Congress (UCC) for their 2024 Ukrainian Day Event, scheduled for August 25, 2024, at the Ukrainian Cultural Heritage Village, for the County’s logo to be recognized on the UCC website, social media, e-Bulletins, and program booklet, as well as on prominent signage at the event.

Carried.

10.5. Lakeland Agricultural Research Association (LARA) - Summer Field Day

646-24: Gawalko

That Smoky Lake County Council who can attend – attend the Lakeland Agricultural Research Association (LARA), event: Smoky Lake Summer Field Day, scheduled for July 30, 2024, at a location to be determined, as per the poster received from LARA, listing their events scheduled for June to August, 2024.

Carried.

10.6. Alberta Health Services (AHS) update on the Vilna Community Health Centre

647-24: Halisky

That Smoky Lake County acknowledge receipt of the Memorandum from Alberta Health Services (AHS), dated May 29, 2024, providing an update on the Vilna Community Health Centre, [since being closed in spring, 2024, due to flooding from a plumbing failure] noting as of June 3, 2024, the Vilna Community Health Centre building will be open again and to offer AHS Public Health and Laboratory services as well as the Vilna Raubenheimer Medical Clinic services.

Carried.

10.7. Letter from Northern Lights Library System (NLLS) Grant Funding Distribution

648-24: Fenerty

That Smoky Lake County acknowledge and accept the Northern Lights Library System Board (NLLS) Year-2024 Library Services Grant Funding Distribution as follows:

Library Services Grant Disbursement		
2024 Year - Smoky Lake County		
	2019 Population	Library Services Grant at \$5.60 per Capita
Smoky Lake County	2461	\$ 13,781.60
	Admin Fee (1%)	\$ 137.82
	Total disbursement	\$ 13,643.78
Disbursement of Funds to Libraries within the County of Smoky Lake		
Current Funding Formula	%	\$
Ann Chorney Public Library	25%	\$ 3,410.95
Smoky Lake Municipal Library	50%	\$ 6,821.89
Vilna Municipal Library	25%	\$ 3,410.95
Total Funds Disbursed	100%	\$ 13,643.78

as per the correspondence received from the NLLS Executive Director and Board Chair, dated May 23, 2024.

Carried.

10.8. Heidi and Malcome Kane - Vandalized / Missing Wayfinding Signs at Garner Lake

649-24: Halisky

That Smoky Lake County Council acknowledge receipt of the emails and letter attachment from Heidi and Malcome Kane, dated May 22, 2024, in respect to vandalized / missing wayfinding signs at Garner Lake; and direct Administration to bring information forward to Council at a future Council meeting in respect to the cost of replacing the said signs, for Council’s consideration.

Carried.

10.9. Rural Municipalities of Alberta (RMA) - Community Aggregate Payment Levy

650-24: Halisky That Smoky Lake County acknowledge receipt of the correspondence from the Rural Municipalities of Alberta (RMA), in respect to the Community Aggregate Payment Levy (CAP Levy) Regulation, originally introduced in 2006 to enable municipalities to impose a CAP Levy on a shipment of sand and gravel, based on a uniform levy rate of up to a maximum of \$0.40 per tonne, at the pit from which the material was extracted, which is expiring on December 31, 2024; as per the RMA Bulletin dated May 30, 2024.

Carried.

10.10. Healthy Families Healthy Futures Annual General Meeting

651-24: Halisky That Smoky Lake County Council who can attend – attend the Healthy Families Healthy Futures Annual General Meeting, scheduled for June 17, 2024, at the Westlock Inn & Conference Centre, from 9:30 a.m. to 11:30 a.m., in Westlock, Alberta.

Carried.

Daniel Moric, Natural Gas Manager, left the meeting virtually and entered Council Chambers, time 12:00 p.m.

10.11. Letter from RCMP Smoky Lake - Traffic Complaints at Public Works Shop

652-24: Cere That Smoky Lake County acknowledge receipt of the letter received from the Smoky Lake RCMP Detachment, dated May 29, 2024, in respect to “Traffic Complaints at Public Works Shop”, of vehicles pulling out of the yard and onto the roadway without stopping, and noting as legislated under the Traffic Safety Act, all vehicles pulling out onto a road from a driveway or alley are required to come to a complete stop before proceeding.

Carried.

10.12. Ag for Life - Offering an Annual Membership for \$2,500.00

653-24: Halisky That Smoky Lake County acknowledge receipt of the letter from Ag for Life, dated May 21, 2024, and take no action to the offer for an Annual Membership in the amount of \$2,500.00; and follow up with Ag for Life to ensure they are working directly with our local schools.

Carried.

10.13. Federation of Alberta Gas Co-ops Ltd. - Operations & Maintenance (O&M) Audit

654-24: Halisky That Smoky Lake County acknowledge receipt of the letter from the Federation of Alberta Gas Co-ops Ltd., dated May 17, 2024, in respect to the 2024 Operations & Maintenance (O&M) Audit for Smoky Lake County Natural Gas; and documentation of the corrective action required to address the deficiencies by the deadline of August 17, 2024; and bring the completed action information forward to the August 22, 2024 Regular Council Meeting.

Carried.

Addition to the Agenda:

Rural Municipalities of Alberta (RMA) Bulletin: RMA Question Guide for Bill 11

655-24: Serben That Smoky Lake County write a letter to the Minister of Minister of Public Safety and Emergency Services, relating to the Rural Municipalities of Alberta (RMA) Bulletin, titled: “RMA Question Guide for Bill 11 Now Available”, dated June 5, 2024, in respect to the March 2024, Bill 11 (the *Public Safety Statutes Amendment Act, 2024*, which would amend the *Police Act* to establish a new policing organization), to request information specific to Smoky Lake County, such as the expected cost to be incurred by the County and to clarify what services would be provided to the County, should Bill 11 come into force.

Carried.

Meeting Recessed Meeting recessed for Lunch, time 12:10 p.m.

Meeting Reconvened The meeting reconvened on a call to order by the Reeve at 12:54 p.m. in the physical (or virtual) presence of all Council Members (except for Councillor Halisky), Chief Administrative Officer, Assistant Chief Administrative Officer, Finance Manager, Executive Services Clerk, Planning & Development Manager, Natural Gas Manager, Fire Chief, Municipal Clerk, Communications Officer, Peace Officer, GIS Operator, and 2 Members of the Public.

11. Information Releases:

656-24: Fenerty

That Smoky Lake County Council’s “Information Releases” received within the period of May 1, 2024 to May 31, 2024, listed as follows, be filed for information:

Tracking Number & Description of Information Released:	Date Released:	Municipal File #:
R069.24 - FCM update for RMA District 5	May 01, 2024	1-152
R070.24 - Emergency Kit Checklist	May 02, 2024	2-48
R071.24 - RMA 2024_05_03_Contact_Newsletter	May 06, 2024	1-10
R072.24 - UCC-APC newsletter May 4, 2024	May 06, 2024	1-209
R073.24 - RMA - CSDS Member Toolkit	May 06, 2024	1-10
R074.24 - Town FCSS Newsletter May 2024 combined	May 06, 2024	1-113
R075.24 - WFLFN#128 Management Team as of May 6	May 09, 2024	1-94
R076.24 - Gas Alberta Inc. Interim Report Mar 31-2024	May 10, 2024	9-23
R077.24 - RMA 2024_05_10_Contact Newsletter	May 10, 2024	1-10
R078.24 - Smoky Lake Golf Course - May 2024 Newsletter	May 16, 2024	7-65
R079.24 - Manager's Report – May 2024	May 22, 2024	N/A
R080.24 - UCC_APC newsletter May 21, 2024	May 21, 2024	1-209
R081.24 - RMA 2024_05_17_Contact Newsletter	May 21, 2024	1-10
R082.24 - ANI Smoky Lake Riding Club 2023 Fin Statement	May 27, 2024	7-65
R083.24 - Stay Cyber Safe - Tips & Tricks	May 27, 2024	14-19
R084.24 - RMA 2024_05_24_Contact_Newsletter	May 24, 2024	1-10
R085.24 - UCC-APC newsletter May 30, 2024	May 30, 2024	1-209
R086.024 - RMA Contact Newsletter May 31, 2024	May 31, 2024	1-10

Carried.

Lorne Halisky, Councillor Division 4, entered Council Chambers 12:56 p.m.

12. Financial Reports:

Bills and Accounts – Cheque Register

657-24: Cere

That Smoky Lake Financial Statements for the month of April 2024, be accepted for information.

Carried.

658-24: Gawalko

That Smoky Lake County’s Cheque Register as of June 13, 2024, as follows, be filed for information:

Batch #	Cheque Numbers	Total of Batch
PMCHQ237	52510 TO 52534	\$75,540.79
PMCHQ238	52535 TO 52555	\$56,872.24
PMCHQ240	52556 TO 52571	\$18,478.07
PMCHQ243	52572 TO 52596	\$869,747.76
Total Cheques from 52510 to 52596		\$1,020,638.86

Batch #	EFT Numbers	Total of Batch
240508	1360 to 1376	\$64,846.19
240521	1377 to 1387	\$16,599.91
240522	1388 to 1400	\$211,864.19
240530	1401 to 1415	\$104,295.95
Total EFTs from 1360 to 1415		\$397,606.24

Direct Debit Register

Batch #	Description	Total of Batch
PMPAY076	My HAS	\$955.83
PMPAY077	My HAS	\$17.17
Total Direct Debits		\$973.00

Grand Total Bills and Accounts	\$1,419,218.10
<i>(Note: From General Account)</i>	

Carried.

13. Next Meeting(s):

Re-Confirm Scheduled County Council Meetings

659-24: Halisky

That the next Smoky Lake County Council Meetings be re-confirmed to be scheduled as follows:

- Thursday, June 27, 2024, at 9:00 a.m. (Regular Council Meeting),
 - Thursday, August 8, 2024, at 9:00 a.m. (Regular Council Meeting),
 - Thursday, August 22, 2024, at 9:00 a.m. (Regular Council Meeting),
- to be held virtually, through Electronic Communication Technology as per Bylaw 1376-20 **and/or** physically in County Council Chambers.

Carried.

14. Executive Session:

14.1. Legal Issue, Land purchase for BF76552 Bridge Replacement

14.2. Legal Issue, Municipal Land Use Suitability Tool (MLUST) Project Contract Award

14.3. Legal Issue, in respect to Direct Control (DC2) District Development Permit

Addition to the Agenda: Land Issue, Hamlet of Warspite

660-24: Cere

That Smoky Lake County Council go into Executive Session, in the presence of all Council, Chief Administrative Officer, Assistant Chief Administrative Officer, Finance Manager, Planning and Development Manager, Public Works Manager, and Executive Services Clerk, to discuss following issues:

- at 12:59 p.m., to discuss a Legal Issue, in respect to the price of Land to be purchase for the purpose of roadway widening to accommodate the culvert bridge replacement project for bridge # BF76552, located on Range Road 132, North of Township Road 610, under the authority of the FOIP Act, Section 16: Third Party Business Interests;
- at 1:07 p.m. to discuss a Legal Issue, in respect to the Municipal Land Use Suitability Tool (MLUST) Project Contract Award, under the authority of the FOIP Act, Section 16: Third Party Business Interests;
- at 1:12 p.m. to 1:25 p.m. to discuss a Legal Issue, in respect to Direct Control (DC2) District Development Permit, under the authority of the FOIP Act Section 24: Advice from Officials; and *(Tate Murphy, Community Peace Officer, virtually joined the Executive Session, time 1:27 p.m.)*
- at 1:27 p.m. to discuss a Land Issue in respect to the Hamlet of Warspite, under the authority of the FOIP Act, Section 27: Privileged information

Carried.

661-24: Halisky

That Smoky Lake County Council go out of Executive Session, time 1:38 p.m.

Carried.

Land purchase (0.012 acres) to accommodate BF76552 Bridge Replacement

662-24: Gawalko That Smoky Lake County Council approve to execute the “Right of Access & Consent to Transfer of Land for Compensation” agreement with the owner of the lands legally described as SW-11-61-13-W4, under Alberta Land Title # 152114364001, LINC # 0027007955, Tax Roll # 13611120, to transfer a portion of the said land to Smoky Lake County, for compensation to the owner identified on the said land title, in the total amount of \$200.00 (Two Hundred Dollars), for a portion of land containing approximately 0.012 hectares, from within the said lands, for the purpose of a roadway widening to accommodate a culvert bridge replacement project # BF76552, located on Range Road 132, North of Township Road 610, subject to Smoky Lake County being responsible for registering, surveying and transferring title of the said lands at no cost to the landowner.

Carried.

Land purchase (0.021 acres) to accommodate BF76552 Bridge Replacement

663-24: Gawalko That Smoky Lake County Council approve to execute the “Right of Access & Consent to Transfer of Land for Compensation” agreement with the owner of the lands legally described as NE-10-61-13-W4 and SE-10-61-13-W4, under Alberta Land Title # 782064150A, LINC # 0023748502 and 0023748510, Tax Roll # 13611040 and 13611010, to transfer a portion of the said land to Smoky Lake County, for compensation to the owner identified on the said land title, in the total amount of \$400.00 (Four Hundred Dollars), for a portion of land containing approximately 0.021 hectares, from within the said lands, for the purpose of a roadway widening to accommodate a culvert bridge replacement project # BF76552, located on Range Road 132, North of Township Road 610, subject to Smoky Lake County being responsible for registering, surveying and transferring title of the said lands at no cost to the landowner.

Carried.

Municipal Land Use Suitability Tool (MLUST) – Contract Award

664-24: Halisky That Smoky Lake County, as the Managing Partner, in partnership with the Town of Smoky Lake, the Village of Waskatenau and the Village of Vilna, for the Alberta Community Partnership (ACP) 2023-24 Grant, award the contract for the creation of a Municipal Land Use Suitability Tool (MLUST) to O2 Planning and Design Inc., in the amount not to exceed \$99,900.00.

Carried.

15. ADJOURNMENT:

665-24: Gawalko That the Smoky Lake County Council Meeting of June 13, 2024, be adjourned, time 1:47 p.m..

Carried.

REEVE

S E A L

CHIEF ADMINISTRATIVE OFFICER