

SMOKY LAKE COUNTY

Minutes of the **Organizational Meeting** for the County Council of the Smoky Lake County held on Monday, October 28, 2013 at 9:08 a.m. in the County Council Chambers.

The meeting was called to Order by the Chief Administrative Officer, Mr. Cory Ollikka in the presence of the following Council members:

<u>A T T E N D A N C E</u>		
<u>Monday, October 28, 2013</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
C.A.O.	Cory Ollikka	Present
Assist CAO/R.S.	Lydia Cielin	Present
Finance Manager	Brenda Adamson	Present

Member of the Administrative Staff in attendance:

Doug Ponich – Public Works Manager	Present
Bob Novosiwsky - Public Works Foreman	Present
Dave Kully – Public Works Shop Foreman	Present
Ed English – Peace Officer/Rec. Manager	Present
Aline Brousseau, Planning & Dev. Manager	Present
Kurt Holdis – Agricultural Fieldman	Present
Scott Franchuk – Fire Chief	Present
Dave Franchuk – Env. Operations Manager	Present
John Malysh – Natural Gas Manager	Present
Trevor Tychkowsky – Safety Officer	Present

1 member of the public in attendance.

OATH OF OFFICE - ELECTED OFFICIALS:

Each member of the Elected Officials executed an "Oath of Office" as the Councillors of the Smoky Lake County for the term 2013 – 2017.

ELECTION OF CHIEF ELECTED OFFICER:

The Chief Administrative Officer called first (1) time for nominations for Reeve.

01-13: Bobocel

That Councillor Dareld Cholak be nominated Reeve of this County for the ensuing year.

The Chief Administrative Officer called second (2) time for nominations for Reeve.

02-13: Lukinuk

That Councillor Cary Smigerowsky be nominated Reeve of this County for the ensuing year.

The Chief Administrative Officer called third (3) time for nominations.

NO FURTHER NOMINATIONS.

03-13: Bobocel

That nominations cease.

Carried.

Chief Administrative Officer at this time asked Councillor Cary Smigerowsky if you let your name stand for Reeve.

- Councillor Cary Smigerowsky – accepted.

Chief Administrative Officer at this time asked Councillor Dareld Cholak if you let your name stand for Reeve.

- Councillor Dareld Cholak – accepted.

Secret Ballot was held.

Mr. Cary Smigerowsky was declared elected by the Chief Administrative Officer as the Chief Elected Officer (Reeve) of the Smoky Lake County for the ensuing year, and executed an "Oath of Office" for that position and assumed the Chair.

04-13: Bobocel

That the Chief Elected Officer Election Ballots for the Smoky Lake County be destroyed.

Carried.

ELECTION OF DEPUTY CHIEF ELECTED OFFICER:

The Reeve called first (1) time for nominations for Deputy Reeve.

05-13: Lukinuk

That Councillor Randy Orichowski be nominated Deputy Reeve of this County for the ensuing year.

The Reeve called second (2) time for nominations for Deputy Reeve.

The Reeve called third (3) time for nominations.

NO FURTHER NOMINATIONS.

06-13: Bobocel

That nominations cease.

Carried.

Mr. Randy Orichowski was declared elected by acclamation by the Reeve as the Deputy Chief Elected Officer (Deputy Reeve) of the Smoky Lake County for the ensuing year, and executed an "Oath of Office" for that position.

Council-CAO Covenant

07-13: Lukinuk

That Smoky Lake County Council and the Chief Administrative Officer execute the Council-CAO Covenant, as per Policy Statement No. 01-39-01: Council-CAO Covenant.

Carried.

Council Remuneration: Annual

08-13: Cholak

That the Council remuneration annual rate remain at the salary, as follows:

Reeve	-	\$ 56,649.96
Deputy Reeve	-	\$ 51,500.04
Councillors	-	\$ 48,924.96

and future adjustments be as per resolution # 202 – January 20, 2005.

Carried.

Council Remuneration: Mileage

09-13: Orichowski

That the remuneration of the Reeve and the County Councillors for **Mileage** will be paid at a rate of **\$0.55 per kilometer** to Councillors for all travel relating to County business.

Carried.

Council Remuneration: Meals

10-13: Bobocel

That the remuneration of the Reeve and the County Councillors for **Meals** will be paid at the following rate: **Breakfast = \$20.00; Lunch = \$20.00; and Supper = \$35.00** for meals relating to County business.

MOTION DEFEATED.

Council Remuneration: Meals

11-13: Orichowski

That the remuneration of the Reeve and the County Councillors for **Meals** will be paid at the following rate: **Breakfast = \$15.00; Lunch = \$15.00; and Supper = \$30.00** for meals relating to County business.

Carried.

Remuneration: Public Appointed

12-13: Cholak

That the remuneration for Public members appointed by Council for Committee representation will be paid at a rate of **\$175.00 per day**, plus mileage and meal expenses at Council's rate.

Carried.

County Council Meetings

13-13: Cholak

That the Regular Meetings of the County Council be held on the third (3rd) Thursday of the month, at 9:00 o'clock A.M., in the Council Chambers, unless otherwise stated.

Carried.

Municipal Annual Meeting

14-13: Cholak

That a Municipal Annual Meeting of the Smoky Lake County not be held for in Year 2014.

Carried.

Financial Statements

15-13: Orichowski

That the Smoky Lake County Financial Statement for the Year End 2013 and the Auditor's report, when available, be prepared and forwarded to each ratepayer in a Booklet Form.

Carried.

County Closures

16-13: Cholak

That the Smoky Lake County close the Central Office and Public Works Shop all day on **December 27, 30, and 31, 2013** for Christmas to New Years with the understanding that employees use vacation days and will return back to work for emergency purposes.

Carried.

17-13: Bobocel

That the Smoky Lake County close the Public Works Shop all day on **January 7, 2014** for Ukrainian Christmas Day.

Carried.

Smoky Lake County: Committee Task Forces and Boards

GENERAL GOVERNMENT SERVICES:

Government Liaison Committee

18-13: Cholak

That the Reeve, Deputy Reeve and any other Councillors, as deemed necessary, be appointed to the **Government Liaison Committee**.

Carried.

Policy Committee

19-13: Orichowski

That all members of Council be appointed to the **Policy Committee**.

Carried.

ASSESSMENT AND TAXATION:

Assessment Review Boards

20-13: Cholak

That Councillor Cary Smigerowsky be appointed as member for the four-year term to the **Local Assessment Review Board** and Councillor Craig Lukinuk be as an alternate for the four-year term; and the two public-at-large be re-appointed as members are as follows Angela Semeniuk and Grant Gillund and public-at-large member be appointed as alternate member for the four-year term when vacant position is filled; **and** that Councillor Cary Smigerowsky be appointed as member for the four-year term to the **Composite Assessment Review Board**; and Councillor Craig Lukinuk be as an alternate for the four-year term; and the public-at-large be re-appointed as member as follows Grant Gillund; and public-at-large member be appointed as alternate member Angela Semeniuk for the four-year term; as per Bylaw No. 1231-11.

Carried.

RISK MANAGEMENT:

Risk Pro Management Committee

21-13: Cholak

That Reeve Cary Smigerowsky be appointed as member to the **Risk Pro Management Committee**.

Carried.

HUMAN RESOURCES:

Negotiating Committee

22-13: Bobocel

That Councillor Craig Lukinuk, Councillor Cary Smigerowsky, and Councillor Randy Orichowski be appointed as members to the **Negotiating Committee** to negotiate the Collective Agreements with **International Union of Operating Engineers (I.U.O.E. – Local 955)** for the Public Works Employees; and with the **Canadian Union of Public Employees (C.U.P.E. – Local 4575)** for the Central Office Staff and Custodian Staff; and that Councillor Dareld Cholak and Councillor Ron Bobocel be as the alternates.

Carried.

PROTECTIVE SERVICES:

Fire & Rescue Liaison Committee

23-13: Bobocel

That members appointed to the **Fire and Rescue Liaison Committee** be as follows: Councillor Dareld Cholak be appointed as member and that Councillor Ron Bobocel be as an alternate to the **Vilna Fire Department**; and that Councillor Craig Lukinuk be appointed as member and that Councillor Cary Smigerowsky be appointed as an alternate to the **Smoky Lake Fire Department**; and Councillor Randy Orichowski be appointed as member and that Councillor Craig Lukinuk be appointed as an alternate to the **Waskatenau Fire Department**.

Carried.

R.C.M.P. Liaison Committee

24-13: Bobocel

That Councillor Dareld Cholak be appointed as member to the **R.C.M.P. Liaison Committee**; and that Councillor Ron Bobocel be as an alternate.

Carried.

TRANSPORTATION SERVICES:

Road Bans Committee

25-13: Cholak

That Reeve Cary Smigerowsky be appointed as member to the **Road Ban Committee**, and the Public Works Manager and the Chief Administrative Officer with the Deputy Reeve as an alternate and any two (2) persons have authority to sign for Road Bans and will inform all members of Council of the execution of same, as required by Bylaw No. 1225-11.

Carried.

North East Muni-Corr Ltd. Committee

26-13: Orichowski

That Councillor Craig Lukinuk be appointed as member to the **North East Muni-Corr Ltd. Committee** for the remaining four-year term and Councillor Ron Bobocel be as an alternate for the remaining four-year term.

Carried.

ENVIRONMENTAL HEALTH SERVICES:

Alberta Care Committee

27-13: Cholak

That Councillor Dareld Cholak be appointed as member to the **Alberta Care Committee**; and Councillor Ron Bobocel be as an alternate.

Carried.

Evergreen Regional Waste Management Commission

28-13: Orichowski

That Councillor Dareld Cholak be appointed as member to the **Evergreen Regional Waste Management Commission**; and Councillor Ron Bobocel be as an alternate.

Carried.

Highway 28/63 Regional Water Services Commission

29-13: Orichowski

That Councillor Dareld Cholak and Councillor Randy Orichowski be appointed as Smoky Lake County representatives to be the Directors to the **Highway 28/63 Regional Water Services Commission**; and that Councillor Ron Bobocel and Councillor Craig Lukinuk be the alternates.

Carried.

PUBLIC HEALTH AND WELFARE SERVICES:

In-House Safety Committee

30-13: Orichowski

That Councillor Craig Lukinuk be appointed as member to the **In-House Safety Committee**.

Carried.

Doctor Retention and Recruitment Committee

31-13: Cholak

That Reeve Cary Smigerowsky be appointed as the member to the **Doctor Retention and Recruitment Committee**.

Carried.

Family Community Support Services Committee

32-13: Cholak

That all members of Council be appointed to the **Family Community Support Services Committee**.

Carried.

Family School Liaison Committee

33-13: Cholak

That Councillor Craig Lukinuk and Councillor Randy Orichowski be appointed as members to the **Family School Liaison Committee**; and Councillor Cary Smigerowsky be as an alternate.

Carried.

Smoky Lake Foundation

34-13: Bobocel

That Councillor Cary Smigerowsky and Councillor Randy Orichowski be appointed as members to the **Smoky Lake Foundation**; and Councillor Ron Bobocel and Councillor Craig Lukinuk be as the alternates.

Carried.

PLANNING, DEVELOPMENT AND SUB-DIVISION CONTROL

Municipal Planning Commission

35-13: Cholak

That Councillor Dareld Cholak, Councillor Ron Bobocel, and Councillor Cary Smigerowsky be appointed as members to the **Municipal Planning Commission** – Development Authority, as required by Bylaw No. 994-95.

Carried.

Sub-Division and Development Appeal Board

36-13: Bobocel

That Councillor Craig Lukinuk and Councillor Randy Orichowski be appointed as members to the **Sub-Division and Development Appeal Board**, as required by Bylaw No. 1226-11; and the seven public-at-large to be re-appointed as members are as follows: Ray Huot, Grant Gillund, Christine Hansen, Sue Landiak, Richard Dubetz, Dominique Cere and Mike Franchuk.

Carried.

Municipal Planning Services Ltd.

37-13: Cholak

That Smoky Lake County re-confirm the appointment of **Municipal Planning Services (2009) Ltd.**, as the Sub-Division Authority, as required by Bylaw No. 996-95; as needed basis.

Carried.

Smoky Lake County Regional Heritage Board

38-13: Orichowski

That Smoky Lake County re-appoint the public-at-large members to the **Smoky Lake County Regional Heritage Board**, as per Bylaw 1236-11 to be as follows: Noreen Easterbrook, Carol Trider, Graham Dalziel, Pauline Feniak, and Christine Hansen.

Carried.

Corridor Communications Incorporated

39-13: Bobocel

That Councillor Dareld Cholak be appointed as member to the **Corridor Communications Incorporated** and Councillor Ron Bobocel be as an alternate.

Carried.

Regional Community Development Committee (RCDC)

40-13: Bobocel

That Councillor Craig Lukinuk, Councillor Cary Smigerowsky, and Councillor Randy Orichowski be appointed as members to the **Regional Community Development Committee (RCDC)**.

Carried.

AGRICULTURAL SERVICE BOARD:

Agricultural Service Board Committee

41-13: Cholak

That all members of Council be appointed to the **Agricultural Service Board Committee**, as required the *Agricultural Service Board Act*.

Carried.

Agricultural Issues Advisory Committee

42-13: Bobocel

That the Agricultural Service Board Chairperson and Vice-Chairperson and any other member of Council affected by a specific issue be appointed to the **Agricultural Issues Advisory Committee**; and the Agricultural Issues Advisory Committee will call on "public-at-large" for members, when required.

Carried.

Agricultural Service Board Independent Appeal Panel for Weed Control

43-13: Cholak

That Smoky Lake County re-appoint the public-at-large members to the **Agricultural Service Board Independent Appeal Panel for Weed Control**, as per Bylaw 1240-12 to be as follows: Barry Feniak, Norman Schmidt, and Robert Semeniuk; and public-at-large member as the alternate Ed Doktor.

Carried.

RECREATION AND CULTURAL SERVICES:

Northern Lights Library System

44-13: Bobocel

That Councillor Craig Lukinuk be appointed as a board representative for a four-year term to the **Northern Lights Library System**, and Councillor Ron Bobocel be as an alternate for a four-year term.

Carried.

Lakeland DMO Board

45-13: Orichowski

That Smoky Lake County disband the **Lakeland DMO: Destination Marketing Organization Board** from its organizational structure.

Carried.

Smoky Lake Agricultural Society

46-13: Cholak

That Councillor Craig Lukinuk be appointed as the member to the **Smoky Lake Agricultural Society**.

Carried.

PUBLIC HEALTH AND WELFARE SERVICES:

In-House Safety Committee

47-13: Orichowski

That Councillor Ron Bobocel be appointed as the alternate member to the **In-House Safety Committee**.

Carried.

RURAL UTILITIES:

Natural Gas Committee

48-13: Bobocel

That all members of County Council be authorized to the **Natural Gas Committee** to exercise the Rural Gas Act and supplemental Bylaws thereto.

Carried.

Environmental Operations Committee

49-13: Cholak

That all members of County Council be authorized to the **Environmental Operations Committee** for the management of Water, Wastewater and Waste Management.

Carried.

Smoky Lake County

Management and Staff: Introductions

Smoky Lake County: Management

- **County Administration:**
Cory Ollikka, Chief Administrative Officer
Lydia Cielin, Assistant Chief Administrative Officer
- **GIS/Communications:** Position Vacant at this present time.
- **Agricultural Service Board:** Kurt Holdis, Agricultural Fieldman
- **Protective Services: Fire and Rescue:**
Scott Franchuk, Fire Chief
- **Public Works Department:**
Doug Ponich, Public Works Manager
Bob Novosowsky, Public Works Road Foreman and
Industry Liaison
Dave Kully, Public Works Shop Foreman
Trevor Tychkowsky, Safety Officer and
Disaster Services Coordinator
- **Environmental Operations: *Water, Wastewater & Waste Management***
Dave Franchuk, Environmental Operations Manager
- **Peace Officer and Parks and Recreation**
Ed English, Peace Officer and Bylaw Enforcement Officer;
Parks and Recreation Manager and
Deputy Fire Chief.
- **Planning and Development**
Aline Brousseau, Planning and Development Manager
- **Natural Gas Department**
John Malysh, Natural Gas Manager
- **Finance**
Brenda Adamson, Finance Manager

Presentation: Overview of the Smoky Lake County Finance Operations – provided by PowerPoint.

Reference: A Quick Guide to Municipal Financial Statements – Municipal Affairs, June 2010.

Smoky Lake County: Central Office Staff

- **Finance:**
Rose Lyle, Tax and Accounting Clerk
Mary Lou Doshewnek, Payroll
Lonnie Shulko, Accounts Payable
- **County Administration:**
Jenna Preston, Municipal Clerk
- **Agricultural Service Board:**
Evonne Zukiwski, Assistant Agricultural Fieldman
- **Planning and Development:**
Jeremy Smith, Planning and Development Assistant
- **Natural Gas:**
Barb Shapka, Natural Gas Clerk and Receptionist and
Accounts Receivable
- **Public Works Department:**
Carole Dowhaniuk, Road Projects Clerk

County Council Meeting

50-13: Cholak

That the next **County Council Meeting** be scheduled for Thursday, **December 5, 2013**; at 9:00 a.m. to be held at the County Council Chambers.

Carried.

County Council Budget Meeting

51-13: Cholak

That County Council schedule a **County Council Budget Meeting** on Thursday, **November 21, 2013** at 9:00 a.m. to 12:00 p.m. to be held at the County Council Chambers.

Carried.

ADJOURNMENT:

52-13: Cholak

That the Organizational Meeting be adjourned, time 10:33 a.m..

Carried.



REEVE

SEAL



CHIEF ADMINISTRATIVE OFFICER