

**SMOKY LAKE COUNTY**

Minutes of the **County Council Strategic Plan Priorities meeting** held on Tuesday, **January 13, 2015**, at 9:15 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:

<u>Div. No.</u>	<u>Councillor(s)</u>	<u>ATTENDANCE</u> <u>Tuesday, January 13, 2015</u>
1	Dareld Cholak	Present
2	Ron Bobocel	Present
3	Craig Lukinuk	Present
4	Cary Smigerowsky	Absent
5	Randy Orichowski	Present
CAO	Cory Ollikka	Present
Asst CAO	Lydia Cielen	Present
Finance Manager	Brenda Adamson	Present

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Members of Administrative Staff in attendance:

Doug Ponich – Public Works Manager	Absent
Dave Kully – Public Works Shop Foreman	Present
Bob Novosiwsky - Public Works Road Supvr.	Present
Ed English – Peace Officer/Rec. Manager	Present
Aline Brousseau, Planning & Dev. Manager	Present
Tori Dey – Agricultural Fieldman	Present
Amanda Shapka – Asst. Ag. Fieldman	Absent
Scott Franchuk – Fire Chief	Present
Dave Franchuk – Env. Operations Manager	Present
John Malysh – Natural Gas Manager	Present
Trevor Tychkowsky – Safety Officer	Present
Paul Miranda – Comm/GIS Manager	Present
Angela Bilski – Legislative Svcs Clerk/R.S.	Present
Rose Lyle – Tax/Accounting Clerk	Present

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**2. Agenda:**

**Agenda**  
278-15: Cholak

That the Agenda for Tuesday, January 13, 2015 County Council Strategic Plan Priorities Meeting be adopted, as presented.

Carried Unanimously.

**3. Minutes:**

No Minutes.

**4. Request for Decision:**

**4.1 Strategic Priorities Chart**

The Chief Administrative Officer and Finance Manager recommended that the Strategic Priorities Chart, as developed from the Strategic Plan Session held on September 11, 2014, be reviewed to ensure it accurately reflects the Council and Administration's expectations.

**Discussion:**

**Industrial Lots: Business Case Terms of Reference**

- Should be less of a priority due to recent economic downturn

**Cost/Revenue Sharing: Agreement**

- Will keep Terms of Reference on the list due to the large amount of work in kind performed by the County

- Need to examine infrastructure costs vs. revenue sharing; generic statements vs. formulas

**Building Canada grant**

- Grant parameters still not available

**Economic Development Strategy – Terms of Reference**

- RCDC to steer

**Advocacy**

- Future of the nursing home to be added; will request a meeting with Michael Botros to discuss

**Operational Strategies**

- Finance and Administration – office renovations to be completed by August; Strategic Plan policy by April
- Protective Services – will request that Ian Fox present a session on Council roles and responsibilities during emergencies/disasters
- Environment and Utilities – Taps 6, 7 and 8 now complete; working on AMRs for Tap 1.
- Public Works – completion of generator setup
- Parks and Recreation – looking at succession planning due to upcoming retirements
- Fire Services – developing Terms of Reference for regional committee by March

279-15: Lukinuk

That Smoky Lake County Council adopt the Council Priorities in the **2014 Strategic Priorities Chart** and accept the Operational Strategies as presented in the 2014 Strategic Priorities Chart, dated **January 13, 2015**, as amended:

STRATEGIC PRIORITIES CHART January 13, 2015	
COUNCIL PRIORITIES	
<p><b>NOW</b></p> <ul style="list-style-type: none"> <li>1. <b>BUILDING CANADA GRANT: Application</b></li> <li>2. <b>LONG TERM CAPITAL PLAN- Inventory</b></li> <li>3. <b>FIRE SERVICES REGIONAL COMMITTEE TERMS OF REFERENCE</b></li> </ul>	<p>Feb</p> <p>June</p> <p>Mar</p>
<p><b>NEXT</b></p> <ul style="list-style-type: none"> <li>• <b>INDUSTRIAL LOTS: Business Case – Terms of Reference</b></li> <li>• <b>COST/REVENUE SHARING: County Terms of Reference</b></li> </ul>	<p><b>ADVOCACY</b></p> <ul style="list-style-type: none"> <li>• <i>Alberta Transportation highway development conditions inconsistency</i></li> <li>• <i>Seniors Housing – Nursing home future</i></li> </ul>
OPERATIONAL STRATEGIES	
<p>CAO (Cory &amp; Lydia)</p> <ul style="list-style-type: none"> <li>1. <b>BUILDING CANADA GRANT: Application – Feb</b></li> <li>2. Strategic Plan Policy - Apr</li> <li>3. Foyer Office – Feb</li> <li>• <b>COST/REVENUE SHARING: County terms of Reference</b></li> </ul>	<p><b>FINANCE &amp; ADMINISTRATION</b> (Brenda/Paul)</p> <ul style="list-style-type: none"> <li>1. GIS Strategy/ – March</li> <li>2. <b>LONG TERM CAPITAL PLAN- Inventory - June</b></li> <li>3. Office Renovation (Foundation Wing) – Aug</li> <li>4. Communication Plan Revision &amp; Implement- May                             <ul style="list-style-type: none"> <li>• Capital Infrastructure Plan</li> <li>• Implement Bellamy Version 8</li> </ul> </li> </ul>

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<p><b>PROTECTIVE SERVICES</b> (Scott/Trevor)</p> <ol style="list-style-type: none"> <li>1. Reorganize Disaster Bylaw - Mar</li> <li>2. <b>FIRE SERVICES REGIONAL COMMITTEE TERMS OF REFERENCE:</b> - Mar</li> <li>3. Implement Gemini - Feb <ul style="list-style-type: none"> <li>•Risk Assessment - Hazardous Sites</li> <li>•Install generators on trailers</li> </ul> </li> </ol>	<p><b>PARKS &amp; RECREATION</b> (Ed)</p> <ol style="list-style-type: none"> <li>1. Employee for Succession Plan - May</li> <li>2. Hanmore Lake Garbage Bins Purchase - May</li> <li>3. Emergency River Launch Proposal - Aug <ul style="list-style-type: none"> <li>• Garbage bins - Bellis</li> <li>• Bellis Beach Playground</li> </ul> </li> </ol>
<p><b>PLANNING SERVICES</b> (Aline)</p> <ol style="list-style-type: none"> <li>1. Heritage Management Plan Policy - Aug</li> <li>2. Victoria District ASP first draft - Oct</li> <li>3. Business License Review &amp; Survey - Apr <ul style="list-style-type: none"> <li>• <b>INDUST LOTS: Business Case Terms of Reference</b></li> </ul> </li> </ol>	<p><b>AGRICULTURE SERVICES</b> (Tori)</p> <ol style="list-style-type: none"> <li>1. White Earth Creek: Maintenance - June</li> <li>2. Tansy Reduction Program - April</li> <li>3. New Mowing Program Evaluation - Oct <ul style="list-style-type: none"> <li>• Vegetation Control Program</li> <li>• Implement LARA</li> </ul> </li> </ol>
<p><b>ENVIRONMENT &amp; UTILITIES</b> (Dave F/John)</p> <ol style="list-style-type: none"> <li>1. SL Dry Cell Construction - Oct.</li> <li>2. Regional Water Line Completion (warranty work) - Nov</li> <li>3. AMR Meter Installation Tap 1 - Dec</li> <li>4. AMR testing - Dec <ul style="list-style-type: none"> <li>• Mini-Waste Transfer (Bellis)</li> <li>• Heater Replacement Taps 3 &amp; 6</li> <li>• AMR Taps 2</li> </ul> </li> </ol>	<p><b>PUBLIC WORKS</b> (Doug/Dave K)</p> <ol style="list-style-type: none"> <li>1. Burner Replacement - Apr</li> <li>2. Surface Material Exploration - May</li> <li>3. Resurface TWP 610 &amp; 604 - 2015 Budget - Oct</li> <li>4. Purchase Lathe - Apr <ul style="list-style-type: none"> <li>• Expand Shop Yard</li> <li>• Heavy Haul Road Stability Plan</li> </ul> </li> </ol>
<p><b>KEY:</b> <b>BOLD CAPITALS</b> = Councils NOW Priorities; <i>Italics</i> = Councils Advocacy Issues; <b>CAPITALS</b> = Councils NEXT Priorities; Regular Title Case = Staff Operational Strategies</p>	

Carried.

280-15: Cholak

That the next Strategic Plan Priorities meeting be scheduled for Monday, April 27, 2015 at 10:00 a.m.

Carried.

**Adjournment:**

281-15: Bobocel

That this meeting be adjourned, time 11:43 a.m.

Carried.

  
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REEVE

**SEAL**  
  
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CHIEF ADMINISTRATIVE OFFICER