

SMOKY LAKE COUNTY

Minutes of the **County Council Meeting** held on Thursday, **March 26, 2015** at 9:05 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>Thursday, March 26, 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 Cielin	Present
Finance Manager	Brenda Adamson	Present
Public Works Mgr.	Doug Ponich	Present
Natural Gas Manager	John Malysh	Present
P & D Manager	Aline Brousseau	Present
Legislative Svcs/R.S.	Angela Bilski	Present

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

2. Agenda:

Agenda

480-15: Cholak

That the Agenda for Thursday, March 26, 2015 County Council Meeting be adopted, as presented.

Carried Unanimously.

3. Minutes:

Minutes of February 19, 2015 – County Council Meeting

481-15: Lukinuk

That the minutes of the County **Council Meeting** held on Thursday, February 19, 2015, be adopted.

Carried.

8. Executive Session:

Gravel Haul Contracts

482-15: Lukinuk

That County Council go into Executive Session at 9:06 a.m. to discuss a legal issue in regards to a Gravel Haul Contract – Crown Land.

Carried.

483-15: Orichowski

That County Council go out of Executive Session at 9:46 a.m.

Carried.

Policy Statement No. 09-16-01: Quality Management Plan for the Natural Gas Department

484-15: Lukinuk

That **Policy Statement No. 09-16-01** entitled "Quality Management Plan for the Natural Gas Department", be adopted:

Title: Quality Management Plan for the Natural Gas Department		Policy No.: 16-01
Section: 09	Code: P-A	Page No.: 1 of 5
Purpose:	Smoky Lake County as the owner/operator of a Gas Distribution System in Alberta, we believe it is important to clearly understand and uphold the inherent responsibilities to design, construct,	

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operate and maintain the Natural Gas Utility to ensure the safety of our customers, employees, and the general public.

Policy Statement and Guidelines:

1. OBJECTIVES:

- 1.1 This Quality Management Plan is intended to cover the design, construction and operation of a rural gas utility.
- 1.2 The Smoky Lake County (hereinafter referred to as "the County"), owns and operates a rural gas distribution system in Alberta and, in accordance with provisions of the *Municipal Government Act* and the franchise issued under the *Gas Distribution Act*, it has assumed the responsibility to provide natural gas service to residents in a specific area of the province.
- 1.3 The Reeve and Council, with the support of the municipal administration and staff, take full responsibility for ensuring that its distribution system is designed, constructed, operated and maintained in a manner that will ensure the safety of its customers, employees, and the general public.

2. GUIDELINES:

QUALITY MANAGEMENT PLAN FUNCTIONS

2.1 Standards:

The County will design, construct, operate, and maintain its rural gas distribution system in accordance with the following standards:

- The Gas Distribution Act.
- The Pipeline Act and Regulations.
- The Municipal Government Act.
- The Water Gas and Electric Companies Act (as applicable).
- All Occupation Health and Safety Act, code and regulations (as applicable).
- Canadian Standards Association (CSA) Z662 Oil and Gas Pipeline Standard.
- Canadian Standards Association (CAN/CSA) Z731 Emergency Planning for Industry.
- The Technical Standards and Specifications Manual for the Rural Gas Program, issued by Rural Utilities Branch in the Department of Agriculture and Rural Development (ARD).
- Guidelines for Operations and Maintenance Practices in Alberta Natural Gas Utilities issued by the Federation of Alberta Gas Co-ops Ltd. and co-sponsored by ARD.

2.2 Design:

The County will ensure that its distribution system is designed to safely deliver the required volumes of gas to each consumer under the most extreme conditions by:

- 2.2.1 Acquiring the services of a qualified gas distribution design specialist to determine system requirements.
- 2.2.2 Working with the design specialist to establish minimum end line pressure, appropriate route selection, and design and material requirements.
- 2.2.3 Acquiring pipe that has been inspected under the Quality Assurance Program and approved by the Rural Utilities Branch.

2.3 Construction Testing and Commissioning:

In order to ensure that all pipelines are constructed, tested and commissioned in the appropriate manner, the County will:

- 2.3.1 Have a documentation process in place that systematically identifies and tracks all the specific approvals, agreements, utility rights-of-ways, permissions and consents required and the dates each are acquired.
- 2.3.2 Ensure that all pipelines are buried to the depths specified in the applicable codes, regulations and standards by:
 - 2.3.2.1 Providing the contractor with the depth specifications and documenting the information and time of presentation.
 - Spot checking pipelines depths during and/or after the time of installation and documenting the findings.
 - 2.3.3 Establish a system for recording and auditing the location, and material information for all pipe installed.
 - 2.3.4 Ensure that all pipelines are tested to the pressures and times specified in the applicable codes, regulations and standards.

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- 2.3.4.1 Spot checking charts/pressure data (i.e., start time / location information) during testing and document these checks.
- 2.3.4.2 Record all the test, location, and material data on a test confirmation report.
- 2.3.4.3 Purging each pipeline using an approved method, prior to putting the line into service, and documenting the findings.

2.3.5 Ensure proper regulator and relief valve configuration and capacities are in place to adequately protect the distribution system and customer installations from excessive pressures by:

- 2.3.5.1 Providing the technical information required to determine the proper capacities and configuration of the equipment to a qualified installer.
- 2.3.5.2 Developing a specific audit procedure to ensure the correctness of the regulator and relief valve installation.

2.3.6 Ensure pipelines warning signs are properly installed by inspecting all new crossings and above ground facilities, after completion, to confirm the placement of signs, and document accordingly.

2.4 **Operation, Maintenance and Repair:**

In order to ensure that the distribution system is properly operated, maintained, and repaired, the County will:

- 2.4.1 Employ or contract the services of qualified field staff to safely operate and maintain the system. The level of manpower requirements will be established by developing a plan or formula, based on historical performance, system requirements and the level of service committed to by the distributor to complete these functions in accordance with industry standards.
- 2.4.2 Ensure that the level of safety equipment for both the shop and emergency response vehicles (as adopted in the Operation and Maintenance Manual), is provided, inventoried, maintained, and calibrated as required.
- 2.4.3 Monitor the levels of gas loss by:
 - 2.4.3.1 Recording and comparing wholesale tap purchases on a weekly basis.
 - 2.4.3.2 Comparing the wholesale purchases to the retail sales on a monthly basis.
 - 2.4.3.3 Physically checking the system for leaks by performing line walks on the distribution pipelines as per industry standards.
- 2.4.4 Ensure that the proper levels of odorant are maintained in the system by:
 - 2.4.4.1 Checking the odorant levels at predetermined locations on each tap each month and recording findings.
 - 2.4.4.2 Testing or monitoring for levels of detectable odorant on a regular basis, with samples being taken not less than once a month at each test location.
 - 2.4.4.3 Maintaining records of monthly readings taken by contracted qualified parties, and spot checking and documenting those results at reasonable intervals.
- 2.4.5 Ensure all underground damage and leaks are diligently repaired and reported to the appropriate regulatory body:
 - 2.4.5.1 Damage or leaks to high pressure (> 700 kPa) pipelines or facilities must be reported to the Alberta Energy Regulator (AER) and a copy sent to Rural Utilities Branch (ARD).
 - 2.4.5.2 Damage or leaks to low pressure (<700 kPa) pipelines or facilities must be reported to Rural Utilities Branch (ARD).
- 2.4.6 Develop and maintain a regular preventative maintenance program (i.e. line walks, cathodic protection surveys, reg. station operation and painting of above ground facilities) to safeguard the distribution system against premature deterioration. The frequency of these activities must be scheduled as established in the County's Operations and Maintenance program.
- 2.4.7 Establish a maintenance/control system of equipment used to located pipelines, measure concentrations of odorant and gas, levels of cathodic protection, pressure gauges, etc.

2.5 **Emergency Response:**

To ensure that employees understand how to respond appropriately to emergency situations, the utility will:

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- 2.5.1 Develop a safety program and document the frequency and results of each employee's involvement. This program should cover the following situations:
- Gas odor calls.
 - Carbon monoxide poisoning.
 - Explosions and fires.
 - Major system outages.
 - Major ruptures on low pressure and high pressure pipelines.
- 2.5.2 Ensure that employee orientation session include the above safety program.
- 2.5.3 Actively participate in community and internal mock emergency response exercises, involving the above situations, and review the results of the exercise.
- 2.6 **Surveying and Plant Records:**
In order to ensure the completeness, accuracy and timely completion of the County's as-built drawings and ensure that the Alberta One Call data base is current, the County will:
- 2.6.1 Monitor the progress of as-built surveys and mapping to ensure that the license/as-built application is submitted to ARD by March 31 of the year following construction.
- 2.6.2 Review the as-built drawings and license submission against each year's new customer location listing for completeness.
- 2.6.3 Complete, check and return Alberta One-Call updates forms from information contained on the as-built drawing updates or construction application drawings.
3. **PROCEDURES:**
- Responsibility:**
- 3.1 This Quality Management Plan highlights the safety related components of the Smoky Lake County Gas Utility's design, construction, operation, and maintenance programs. The County Reeve, Council and Administration hereby accepts the responsibility for compliance with this plan.
- 3.2 The Smoky Lake County Natural Gas Department Manager will ensure implementation of the Quality Management Plan and monitor to incorporate industry requirements and bring updates for amendment to County Council for consideration from time to time.

Carried.

485-15: Orichowski

That Smoky Lake County Reeve, Chief Administrative Officer and Natural Gas Utility Manager endorse the **Quality Management Plan – Smoky Lake County Gas Utility**, as per Policy Statement No. 09-16-01: Quality Management Plan for the Natural Gas Department and forward to the Alberta Agriculture and Rural Development – Rural Utilities Branch.

Carried.

Cancel Outstanding Account and Terminate Gas Service

486-15: Cholak

That Smoky Lake County terminate Account Number 991070.01 and cancel outstanding balance of \$634.51, terminate Natural Gas Contract Agreement and cut and cap gas service to property located at Lt. 21, 22, 23 Blk. 2 Plan 1022CL being in the Village of Vilna.

Carried.

John Malysh, Natural Gas Manager, left the Council Chambers, time 9:57 a.m.

7. **Delegation(s):**

Dale Croswell Construction Company

Present before County Council at 9:57 a.m. to 10:15 a.m. was Dale Croswell of Dale Croswell Construction Company Inc. Mr. Croswell presented a proposal to jointly cost-share (1/3 partnership) the paving of 3 miles of TWP 604 from RR 181 to RR 184.

Discussion to be held in an Executive Session.

Executive Session: Date Crosswell Construction Company

487-15: Lukinuk

That County Council go into Executive Session at 9:58 a.m. to discuss a legal matter in regards to a proposal to jointly cost-share (1/3 partnership) the paving of 3 miles of TWP 604 from RR 181 to RR 184.

Carried.

488-15: Cholak

That County Council go out of Executive Session at 10:15 a.m.

Carried.

4. Request for Decision.

Request For Proposal: Construction Project No. C1412-15 and Project No. C1315-15

489-15: Lukinuk

That Smoky Lake County proceed with the Request for Proposal for Project No. C1412-15 – Construction located at RR 142 – 509A and for Project No. C1315-15 – Construction located at TWP 602; RR 181 – 183, with proposals to be considered either as two individual projects or one combination of the two projects.

Carried.

H.A. Kostash: Grade Six Social Studies Class

Reeve Ron Bobocel welcomed the Grade 6 Social Studies class from H.A. Kostash at 10:28 a.m. The students were present to observe the County Council meeting as part of the legislative component of the Grade 6 Social Studies Curriculum. Students introduced themselves. County Council and administrative staff introduced themselves and briefly explained their roles in local governance. Students were given the opportunity to ask questions of Council. Members of the media introduced themselves. A token of appreciation was presented to each student for their attendance at the meeting.

Paul Miranda, GIS/Communications Manager left the Council Chambers, time 10:55 a.m.

Policy Statement No. 02-11-08: Peace Officer: Annual Report

490-15: Cholak

That **Policy Statement No. 02-11-08** entitled "Peace Officer: Annual Report" be amended:


Title: Peace Officer: Annual Reporting	Policy No.: 11-08
Section: 02	Code: P-1
	Page No.: 1 of 6 E

Purpose:	To submit a written report to the Alberta Solicitor General on an annual basis on the Peace Officer Program.
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Policy Statement and Guidelines:

<p>PREAMBLE</p> <p>The annual report is a new requirement designed to facilitate communication with the Director of the Alberta Solicitor General.</p> <p>The annual report includes areas such as the service provided, operational practices of the Peace Officer and enforcement related activities.</p> <p>ANNUAL REPORT</p> <p>The Annual report must include:</p> <ol style="list-style-type: none"> 1. The general nature of the services provided by the peace officer. 2. Operational practices of the peace officer. 3. Enforcement and enforcement-related activities of the peace officer. 4. Name of the agency contact person in a senior management position. 5. Statistical data required by the director. 6. An updated list of peace officers employed and their positions in the agency.

The following format **Schedule "A": Peace Officer Annual Report** will be completed by January 31 each year and submit to the Director of Public Security Peace Officer Program.

PEACE OFFICER PROGRAM	 Schedule "A"
	SMOKY LAKE COUNTY
	ENFORCEMENT SERVICES
	ANNUAL REPORT 2014
	Submitted to: Tammy Spink Manager Public Security Peace Officer Program

PEACE OFFICER: ANNUAL REPORT	EMPLOYEE FILE NUMBER: APPOINTMENT NO: 12013
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1. General Nature of the Services provided by the Peace Officer:
Program Overview:

1. The Peace Officer is responsible for the enforcement and investigation of Municipal Provincial Statutes for Smoky Lake County.
2. As a Peace Officer, the overall duty is to protect and educate people and property; and to preserve and maintain the public peace.
3. The Peace Officer reports to the Smoky Lake County, Chief Administrative Officer (C.A.O.)

2. Operational Practices of the Peace Officer:
Key Areas:

- Ensuring public compliance with various County bylaws.
- Provide information and interpretation of Municipal bylaws and Provincial Statutes requirements to the Smoky Lake County residents and community groups.
- Develop and implement to educate on public awareness programs and maintain positive public relations.
- Conducts highly visible mobile patrols of the County for the purpose of preventing and detecting violations of Municipal Bylaws and selected Provincial statutes.

3. Enforcement and Enforcement-related activities of the Peace Officer:
ENFORCEMENT:
Responsibilities: Public Safety:

3.1 As a Peace Officer appointed under the **Peace Officer Act**, enforce the following Provincial Statutes and Regulations, including:

- The Animal Protection Act
- The Dangerous Dogs Act.
- The Environmental Protection and Enhancement Act.
- The Fuel Tax Act.
- The Petty Trespass Act.
- The Provincial Offences Procedure Act.
- The Stray Animals Act.
- The Tobacco Reduction Act.
- The Traffic Safety Act.

3.2 As the Enforcement Officer appointed under the **Municipal Government Act**, enforce Municipal Bylaws, including:

- The Animal Control Bylaw.
- The Corridor Regulation Bylaw.
- The Land Use Bylaw.
- The Off Highway Vehicles Bylaw.
- The Parks Control Bylaw.
- The Fire Bylaw.
- The Road Right of Way Bylaw.
- The Nuisance and Unsanitary Premises Bylaw.
- The Weight Restrictions For Vehicles Bylaw.



3.3 In accordance with the **Municipal Government Act**, the Bylaw Enforcement Officer is a Designated Officer. The Enforcement Officer time is to be equally divided between patrolling and enforcing.

ENFORCEMENT-RELATED ACTIVITIES:

Enforcing Duties:

- 3.4
- Receiving complaints and inquires.
 - Investigation of complaints.
 - Advising responsible parties of infractions, and taking remedial actions and/or following enforcement procedures.
 - Advising responsible parties of infractions and laying of charges if founded.
 - Educating and/or prosecuting violators.
 - Conducts patrols of the trail systems, roads and hamlets within the corporate limits of Smoky Lake County.
 - Receives and documents evidence relating to investigation and ensures that continuity of such evidence is maintained, stored, and destroyed accordance with Provincial County Regulations and/or County policies.
 - Prepares prosecutor information sheets and court briefs concerning a charge or ticket.

Other Duties:

- Assist R.C.M.P., as required.
- Prepare Monthly reports and distribute to Council, Chief Administrative Officer.
- Report at weekly Management meetings.
- To be familiar with the Policies of the Smoky Lake County and the mandate of the Peace Officer Program.
- Personnel conduct to enhance the image of Peace Officer in the Smoky Lake County.
- Attendance at conference and training programs that are pre-approved by the Chief Administrative Officer.
- Preparation and revision of Municipal Bylaws.
- Issue various letters of Permission and Permits relating to Municipal Bylaws.
- Participation with community interest groups as requested.
- Develop and/or take part in public awareness programs and maintain positive public relations.
- Conducts other related duties as required.

Working Relationship:

- To be accessible, approachable and helpful to the residents and public who require information or assistance.
- To establish and maintain a positive working relationship with Smoky Lake County employees.
- To continue and enhance communication to the Chief Administrative Officer to be informed on all issues or concerns that could affect the Peace Officer Program.

Decision Making: Independence of Action:

- Works under minimal supervision while on patrol.
- Deals with the public in confrontational situations and must use own judgment to resolve them, based on instant decisions relating to knowledge of laws and regulations.

4 Name of the Agency Contact Person in a Senior Management Position:

Smoky Lake County: Cory Ollikka, Chief Administrative Officer
 Box 310
 4612 McDougall Drive Phone: 780-656-3730
 Smoky Lake, Alberta Fax: 780-656-3768
 T0A 3C0 E-Mail:
 collikka@smokylakecounty.ab.ca

5. Statistical Data Required by the Director:

Types of Incidents	2014
Animal Control:	39
Off-Highway Vehicle:	1
Unsanitary Premises	3
Land Use Issues	8
Road Right of Way	5

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Fire Issues	1
Traffic Safety Issues	1
TOTAL	58

Combined complaints, written warnings, and violation tickets.

6. **An updated List of Peace Officer Employed and their Position in the Agency:**

Name: James E. English Phone: 780-656-3730
Title: Peace Officer Fax: 780-656-3768
Agency: Smoky Lake County Cellular: 780-650-5429
Address: Box 310, 4612 McDougall Drive
Smoky Lake Alberta T0A 3C0 E-Mail: eeenglish@smokylakecounty.ab.ca

Carried.

Regional Emergency Management Region: Appointment of Director

491-15: Orichowski

That Smoky Lake County appoint Trevor Tychkowsky to the position of **“Director” of Emergency Management** who is delegated the responsibility of duties, in accordance with the *Emergency Management Act – Section 11.2(2)*:

- Prepare and coordinate emergency plans and programs for the municipality.
- Act as Director of emergency operations on behalf of the emergency management agency.
- Coordinate all emergency services and other resources used in an emergency, and
- Perform other duties as prescribed by the local authority, as per **Bylaw 1281-15: Regional Emergency Management Region – Section 4.1.**

Carried.

Request to Purchase County Owned Land: Hamlet of Edwand Lot 8, Block 1, Plan 2206CL

492-15: Cholak

That Smoky Lake County proceed with advertising the lands legally described as Lot 8, Block 1, Plan 2206CL – 0.08 acres, Roll Number 28170108 in the Hamlet of Edwand for (2) two consecutive weeks in accordance with Policy No. 61-10-01: Disposition of County Owned Property with a reserve bid in the amount of \$3,650.00.

Carried.

Chief Administrative Officer’s Report

The Chief Administrative Officer gave an updated report to Council for the period of February 20, 2015 to March 25, 2015:

Legislative / Governance:

- Elected Officials Education program has listed a training webinar for April 9, 2015 on strategic planning.
- The Rural Health Services Review Committee has released its final report and sent copies to municipalities.
- Attended the Genesis and Jubilee Reciprocal Insurance Exchange AGMs with the Reeve.
- Town of Smoky Lake is asking Council to execute a lease agreement (along with the Town) with the Smoky Lake Kinsmen Club for the land that the open air pavilion is located on. Since we are jointly on title with the Town on that land, it is prudent that we are also on relevant lease agreements.

Administrative:

- Promotional items – current policy says that staff can purchase promotional clothing at cost, but a Council motion has the leather jackets for sale to staff for ½ of cost. We are recommending consistency for sale of promotional clothing to staff.
- Due to a delay in receiving casino fundraising dollars, the Smoky Lake Curling Association was late in paying their ANI insurance premiums resulting in a \$234.57 penalty on their invoice #2801. Our policy allows the CAO to waive penalties up to \$500.00, so I

waived the penalty on March 12, 2015 as per policy.

Financial:

- The 2 grant applications for the Small Communities Grant have been drafted. Neither project received a municipal partner, so we will be applying solo.

Training:

- Holding 4th Annual Management Workshop on April 9 & 10, 2015.

493-15: Orichowski

That Smoky Lake County Council who can participate – participate in the Elected Officials Education Program Strategic Planning webinar entitled “Leading for the Long-Term: Effective Planning and Strategy” on any one of the following dates: April 9, 2015; April 16, 2015; April 23, 2015; or April 30, 2015 at 1:00 p.m. to 2:30 p.m.

Carried.

494-15: Cholak

That Smoky Lake County acknowledge receipt of the Rural Health Services Review Final Report: Understanding the concerns and challenges of Albertans who live in rural and remote communities dated March 2015, distributed at the Alberta Association of Municipal Districts and Counties (AAMDC) 2015 Spring Convention on March 15, 2015; and post a link to the report of the County website.

Carried.

495-15: Lukinuk

That Smoky Lake County execute a Lease Agreement with the Town of Smoky Lake and the Smoky Lake Kinsmen Club for the lands legally described as Plan 8120751, Block 3, Lot 47MSR to operate the Kinsmen Pavilion; for a 25 year renewable term commencing January 1, 2015 to December 31, 2024; subject to no expense being incurred by the County.

Carried.

496-15: Cholak

That **Policy Statement No. 01-37-02** entitled " Promotional Items" be amended:

Title: Promotional Items		Policy No.: 37-02
Section: 01	Code: P-A	Page No.: 1 of 3 E
Purpose:	To provide a guideline for distribution of County promotional materials.	
Policy Statement and Guidelines:		
1. STATEMENT:		
1.1	Smoky Lake County believes that it is beneficial for the promotion of the County to distribute County promotional materials in controlled quantities.	
2. DEFINITION:		
2.1	"Entities" means Local Charitable Organizations, Dignitaries, Special Interests Groups, Service Groups, Volunteer Emergency Services, and Sports Events.	
2.2	"Promotional Items" includes products such as pins, hats, flags, pens, mugs, glasses, bags, hoodies, t-shirts, jackets and any other items promoting Smoky Lake County.	
3. GUIDELINES:		
3.1	The Municipal Clerk will be responsible and serve as the custodian of the County Pins, Flags and promotional items.	
3.2	A record of all Pins, Flags and promotional items donated and sold will be recorded and monitored on Schedule "A": Inventory of Promotional Items.	

- 3.3 An Inventory summarizing the distribution of Pins, Flags and promotional items will be submitted annually by November 15 to the Finance Department for the current year.
- 3.4 Promotional items inventory will be reviewed annually to determine which products should be purchased during the year upon recommendations from County Council, Management and staff.
- 3.5 County Council shall establish an annual budget for Promotional Items.
- 4. **PROCEDURE:**
 - 4.1 County Councillors and Administration shall use discretion in the distribution of promotional items to entities.
 - 4.2 Smoky Lake County will contribute promotional items to entities for door prizes, raffles or fund-raising at no cost.
 - 4.3 Sport events and teams as referenced in **Policy 01-14: Contributions to Non-Profit Organizations and Individuals** will be provided with a maximum of 100 pins, free of charge.
 - 4.4 Flags will be issued to interested entities/individuals at cost (including GST), plus handling charges in the amount of ten per cent (10%).
 - 4.4.1 The Reeve, Councillors and the Chief Administrative Officer may distribute flags at no cost, at their discretion, for display at public facilities.
 - 4.5 Promotional items may be sold to the general public at cost (including GST), plus handling charges in the amount of ten per cent (10%).
 - 4.6 Promotional items (including hats, gloves, etc.) may be sold to County staff and Council members at 50 percent (50%) of cost.
 - 4.6.1 Other Promotional items may be sold to County staff and Council members at cost.
 - 4.7 Smoky Lake County Leather Jackets will be distributed at the discretion of County Council.
 - 4.7.1 To purchase the County Leather Jacket shall be at cost (including GST), plus handling charges in the amount of ten percent (10%).
 - 4.7.1.1 County employees may purchase County Leather Jacket at 50 percent (50%) of cost.



SCHEDULE "A"
INVENTORY OF PROMOTIONAL ITEMS

Entity Name	Item(s)	Quantity	Purpose for Item	Date

Monitoring for the Month of _____.

Carried.

497-15: Lukinuk That Smoky Lake County submit the Building Canada Fund – Small Communities Fund grant application to Alberta Municipal Affairs for the Project: TWP 604 Aggregate Haul Route.

Carried.

498-15: Orichowski That Smoky Lake County submit the Building Canada Fund – Small Communities Fund grant application to Alberta Municipal Affairs for the Project: Micro-Tower Broadband Connectivity.

Carried.

STRATEGIC PRIORITIES – CHART:

The Strategic Priorities Chart – January 13, 2015.

Process included in every Council meeting Agenda as a constant reference:

Financial Update:

As annexed to the minutes:

Action List(s):

↳ Financial Statement for the Month: February, 2015

↳ **Action List(s):**

■ **County Council Meeting:** February 19, 2015

499-15: Cholak That the updated report for the period of February 20, 2015 to March 25, 2015 by the Chief Administrative Officer, be accepted and filed for information.

Carried.

Finance Manager's Report:

Brenda Adamson, Finance Manager provided an updated Finance report for the period of February 12, 2015 to March 18, 2015.

County Council Budget Meeting

500-15: Cholak That the next **County Council Budget Meeting** be scheduled for Tuesday, April 28, 2015 at 9:00 a.m. to be held at the County Council Chambers.

Carried.

CCI Internet Services

501-15: Lukinuk That Smoky Lake County accept the Corridor Communications Inc. proposal to provide twelve months of free internet service to Smoky Lake County on Customer ID Number 5313, Customer ID Number 8464, and Customer ID Number 11164 in exchange for writing off CCI Shareholders Loan in the amount of \$17,037.64.

Carried.

502-15: Bobocel That Smoky Lake County write off Corridor Communications Inc. Shareholders Loan in the amount of \$17,037.64.

Carried.

11:35 a.m.

9. Public Question and Answer Period:

No Questions.

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Assessment Services Contract: Accurate Assessment Group

503-15: Orichowski That Smoky Lake County extend the Memorandum of Agreement with Accurate Assessment Group Ltd. for an additional two years: March 1, 2015 to March 1, 2017 assessment years; as per original agreement executed on August 20, 2009, section "3"; and proceed with the "Request for Proposal" for Assessment Services for Year 2017 to 2022 Assessment Years in January, 2017.

Carried.

Paul Miranda, GIS/Communications Manager entered the Council Chambers, time 11:40 a.m.

2015 FCSS Grant Application: Smoky Lake Agricultural Society

504-15: Cholak That Smoky Lake County allocate funding in the amount of \$3,000.00 from the 2015 F.C.S.S. – Family and Community Support Services Grants budget to the Smoky Lake Agricultural Society in support of the 2015 Women's Conference, with the amount to be added to the running tally of the Work in Kind provided to the Smoky Lake Agricultural Society.

Carried.

Cellular Phone Proposal

505-15: Lukinuk That Smoky Lake County buy out the existing cellular phone contracts and enter into an agreement with Telus to provide cellular services as per the Government of Alberta Pricing Offering for the MASH (Municipalities, School Boards, Publicly-Funded Academic, Health and Social Service Entities) Sector.

Carried.

506-15: Cholak That the Finance Manager's Report received by Brenda Adamson for the period of February 12, 2015 to March 18, 2015 be accepted and filed for information.

Carried.

Reeve's Report:

Reeve Ron Bobocel presented the following report:

- Attended Genesis and Jubilee Reciprocal Insurance Exchange AGMs.
- Attended Lakeland Agricultural Research Association (LARA) meeting.
- Attended Northern Housing Authorities meeting in Athabasca with Minister Jeff Johnson in attendance.

507-15: Bobocel That the Reeve's Report received, be accepted.

Carried.

Meeting Recessed

Meeting recessed for Lunch, time 11:56 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 Councillor Dareld Cholak, Councillor Randy Orichowski, Councillor Craig Lukinuk, the Chief Administrative Officer, the Assistant Chief Administrative Officer, Finance Manager, Public Works Manager, GIS/Communication Director, and Recording Secretary.

Management Reports
Public Works Manager
Surface Strategy Testing

508-15: Orichowski That Smoky Lake County proceed with WSP Canada Inc. for engineering of the Surface Strategy Testing for road(s) located at TWP 610 from HWY 855 to RR 181; RR 181 from TWP 610 to TWP 604; and TWP 604 from RR 181 to 192A; not to exceed the amount of \$31,916.00.

Carried.

Haul Road Agreement: JLG Ball

509-15: Lukinuk That Smoky Lake County defer the discussion on the haul road agreement with JLG Ball Enterprises Ltd. to a future Council meeting, and extend an invitation to JLG Ball Enterprises Ltd. to be a delegation.

Carried.

510-15: Cholak That **Policy Statement No. 03-14-10** entitled " Haul Road Agreement" be amended:

Title: Haul Road Agreement		Policy No.: 14-10	E
Section: 03	Code: P-A	Page No.: 1 of 9	
Purpose:	To establish a method of protecting municipally controlled roads to facilitate a reasonable and effective maintenance of roads used for heavy hauling subject to the control and management of Smoky Lake County.		
Policy Statement and Guidelines:			
1. STATEMENT:			
Haul Road Agreement: provides the ability to give permission to use roads for a major hauling activity; and outlines conditions for such use(s).			
2. DEFINITIONS:			
Haul Road: A road that is, from time to time, so designated by the County for a specific hauling activity.			
Major Hauling Activity: Is defined as heavy and multiple loads carried out over a relatively long period of time, which may, at the discretion of the County, be subject to a Haul Road Agreement as provided for in this policy.			
Minor Hauling Activity: Is defined as any hauling which, at the discretion of the County, is of such nature as to not conform to the definition of a Major Haul Activity. Examples would include non-aggregate hauling or aggregate hauling to a maximum equivalent of five (5) trailer loads per day with each load not exceeding 30 tonnes and the maximum total haul volume not exceeding 5000 mT.			
3. GUIDELINES:			
3.1 Individuals/companies using a designated haul road for Major Hauling Activity are required to enter into a Haul Road Agreement (Schedule "A") .			
3.2 Companies/individuals hauling aggregate and who are subject to a Haul Road Agreement (Schedule "A") shall also be required to submit an Aggregate Haul Report (Schedule "B") to the County.			
3.3 Hauling activity deemed by the County to be Minor shall be subject, only to the Permission and Provision Form for Minor Hauls (Schedule "C") .			

3.4 Companies/Individuals requesting to use an alternate return Route other than the designated haul route shall be required to submit an **Empty Truck Route (Schedule "D")**.

3.4.1 The Schedule "D": Empty Truck Route shall require the approval of County Council, prior to execution.

3.5 Haul road status for any section of municipal road shall be designated by the Public Works Manager/Industry Liaison Officer/Public Works Foreman.



Schedule "A"
HAUL ROAD AGREEMENT

This Agreement made this _____ day of _____, 20____;

B E T W E E N:

SMOKY LAKE COUNTY
a Municipal Corporation in the Province of Alberta
(hereinafter referred to as the "County")

OF THE FIRST PART

- AND -

Phone: () _____ or () _____
(hereinafter referred to as the "Company")

OF THE SECOND PART

WHEREAS, the County has jurisdiction over all local roadways within the Smoky Lake County;

AND WHEREAS, the County is committed to maintained every road subject to its control and management in a reasonable state or repair, having regard for the character of each road and the area of the municipality in which it is located;

AND WHEREAS, the Company wishes to use a designated haul road for the purpose of a _____ haul.
Activity

NOW THEREFORE, in consideration of the premises and the mutual terms, covenants and conditions to be observed and performed, the County and Company agree as follows:

1. LOCATION:

1.1 Designated haul road/route: _____

1.2 Any departure from the designated haul road route requires County approval in writing.

2. CONDITIONS FOR PERMISSION:

The Conditions for granting permission to use the haul road are as follows:

2.1 The County is to be notified when the project is started and completed.

2.2 Parties hauling aggregate, sand or gravel shall complete:

- Aggregate Haul Report (**Schedule "B"**).
- Provide the County with a copy of any and all reporting / documentation on Hauled Quantities such as required by Provincial or Federal Government, i.e., to ESRD (Environment and Sustainable Resource Development), on all volumes hauled, to the satisfaction of the County.

Please specify: _____

- Permission and Provision Form for Minor Hauls
(Schedule "C").

2.3 Smoky Lake County shall be notified prior to the start of any hauling activity.

2.4 The term of this Agreement is for **one year** from the date executed.

2.5 The County will advise the Company of any weight restrictions or other road restrictions/bans and these shall be adhered to by the Company in accordance with **Bylaw No. 1225-11: Road Ban/Restriction.**

2.5.1 The cost of meeting the following conditions will be the responsibility of the Company, or as otherwise determined by the County.

2.5.2 No hauling during or after any rain or snow that noticeably softens the road.

2.5.3 Dust control is to be maintained at all times, as indicated (*by check marks*).

- water treatment on the haul road, where no oil treatment applied.

- calcium and water will be required if dust cannot be controlled with only water, at County discretion.

- Vegetable or Petroleum Based Product Road Dust Suppressant (RDS). The Company is responsible to provide the Material Safety Data Sheet (MSDS) for any products applied to roads.

- N/A or other: _____.

2.5.4 All road maintenance, other than the dust control method, *as per Section 2.5.3*, shall be the responsibility of the County and be conducted at the sole discretion of the County.

2.6 The Company will comply to the following noise control measures: _____
_____.

2.7 Other conditions:

2.7.1 The Haul Road Agreement must be reviewed on an annual basis.

2.7.2 The Company will be required to provide the County with Quarterly Reports and payment as follows:

Hauling Period Reports and Payment due to Smoky Lake County

January – March	not later than April 30 th
April – June	not later than July 31 st
July – September	not later than October 31 st
October – December	not later than January 31 st

2.7.3 Other: : _____
_____.

3. FINANCIAL:

3.1 All costs of compliance with the condition for permission are to be borne by the Company.

3.2 The Company will be required to submit a **HAUL ROAD LEVY in the amount of 85 cents per tonne** for any and all aggregate materials hauled. The Haul Road Levy will be non-negotiable with the County.

RB

- 3.3 The Company shall provide **SECURITY** in the amount of **NOT LESS THAN \$15,000.00:**
- The Agreement must be accompanied by a certified cheque, made payable to Smoky Lake County for the specified amount.
 - The County shall refund the Security amount to the Company, upon receipt of all Quarterly Reports and payments and at the expiration date of the Agreement. The Security amount may continue to be held by the County at the request of the Company, if a new agreement is signed for an ensuing year.
- 3.4 No levy may be imposed on shipments of sand or gravel that are subject to another tax, levy or payment that is established by and payable to a municipality in accordance with **Bylaw 1142-06: Community Aggregate Payment Levy.**

4. NON-COMPLIANCE

- 4.1 The County may inspect the designated haul road/route at any time during the term of this agreement.
- 4.2 The County will stop the project, if the County, in its sole discretion, judges that the conditions of conditions of permission are not being satisfactorily fulfilled.

5. HOLD HARMLESS:

- 5.1 The Company shall indemnify and save harmless the County, its Councillors, directors, officers, employees, agents and representatives and each of them from and against, any and all liabilities, claims, suits or actions, costs, damages and expenses (and without limiting the generality of the foregoing, any direct or indirect losses, costs, damages and expenses of the County or such individual including costs as between solicitor and client) which may be brought or made against the County or such individual or which the County or such individuals may pay or incur as a result of or in connection with any breach, violation or non-performance of any covenant, condition or agreement of this Agreement required to be fulfilled, kept, observed or performed by the Company or any negligent act or omission of the Company, its directors, officers, employees, agents and representatives in connection with or arising out of this Agreement or the performance of the Agreement.
- 5.2 In consideration of the permission hereby granted to it by the County, the Company covenants and agrees to arrange for and to pay for and discharge, any and all damages which may result to bridges or other property during such activity and any expenses or out-of-pocket disbursements which may be incurred by the County in connection therewith whether they be for inspection, escort, supervision, repair, maintenance, or whatsoever; and shall indemnify and save harmless the County.

The Undersigned (referred to as the "Company", having carefully read the Haul Road Agreement and supporting Schedules and hereby agrees to execute.

IN WITNESS WHEREOF, the said parties hereto have affixed their corporate seals under the hands of proper officers on their behalf, the day and year first above written.

Company Name

Signature of Company Representative

SMOKY LAKE COUNTY


Industry Liaison Officer
Phone: (780) 656-3730
Fax: (780) 656-3768



Cell: (780) 650-5100


Print Name _____

Schedule "B"

 AGGREGATE HAUL REPORT		Reporting Period: <input type="checkbox"/> January – March <input type="checkbox"/> April – June <input type="checkbox"/> July – September <input type="checkbox"/> October -- December	
		Name of Operator: _____	
ADDRESS _____		TELEPHONE NUMBER: _____ FAX NUMBER: _____	
E-MAIL ADDRESS: _____			
Name of Pit /Property Owner: _____			
ADDRESS _____		TELEPHONE NUMBER: _____ FAX NUMBER: _____	
E-MAIL ADDRESS: _____			
Name and Destination of Receiving Party/Parties: _____			
ADDRESS of DESTINATION _____		TELEPHONE NUMBER: _____ FAX NUMBER: _____	
E-MAIL ADDRESS: _____			
Proposed: TOTAL AGGREGATED (Tonnes) TO BE HAULED: _____		Actual: TOTAL AGGREGATED (Tonnes) HAULED: _____	
		<input type="checkbox"/> Copy of any and all reporting / documentation attached for verification of tonnes hauled.	
START DATE DATED THIS ___ DAY OF ____, 20__		END DATE: DATED THIS ___ DAY OF ____, 20__	
SIGNATURE OF OPERATOR/COMPANY REPRESENTATIVE: _____		SIGNATURE OF OPERATOR/COMPANY REPRESENTATIVE: _____	
PUBLIC WORKS: _____		PUBLIC WORKS: _____	



Schedule "C"

 PERMISSION AND PROVISION FORM FOR MINOR HAULS	
Date and Time of Call: _____	
Company Name: _____	TELEPHONE NUMBER: _____ FAX NUMBER: _____
Approximate Loads: _____ _____	
Designated Route: _____ _____	
Date of Move: _____	
Time of Move: _____	
Notes/Special Provisions: _____	

RB

DATED THIS _____ DAY OF _____, 20____.

Approved By: _____

Schedule "D"



EMPTY TRUCK ROUTE (if different than load route)

1. The designated empty truck route will be inspected jointly where possible, prior to commencing the haul, to document the starting condition of the following road(s):

2. All costs of compliance with the condition for permission are to be borne by the Company.

2.1 Deposit with the County an original signed irrevocable letter of credit or certified cheque in the amount, as indicated below, or as determined, from time to time, by Council, prior to the project and to be held by the County up to thirty (30) days following the Company notifying the County in writing of the completion of the project.

Gravel Road:
AMOUNT: MILES = _____ X \$ 2,500.00 = TOTAL \$ _____

Oiled Road:
AMOUNT: MILES = _____ X \$15,000.00 = TOTAL \$ _____

MG or Similar Road Stabilized Material:
AMOUNT: MILES = _____ X \$ 7,500.00 = TOTAL \$ _____

(Suggested wording for the irrevocable Letter of Credit should include: The "Bank Branch" under this Letter of Credit if presented with any form of written demand from Smoky Lake County shall honour without inquiring whether the County has a right as between the County and "Company Name" to make such demand and without acknowledging any claim of the "Company Name".)

The funds will be drawn if the conditions within this agreement are not met.

NOTE: Funds not used will be refunded.

NOTE: The funds required by this schedule are in addition to any other fees, levies or security required by other provisions of this policy

The County has the sole and unfettered right to cancel the Haul Road Agreement if the status of the haul road changes. The Haul Road Agreement and security deposit may then be re-established to reflect any changes.

3. Road must be maintained in a safe and passable condition for all users at all times.

3.1 Upon completion of the haul, the road is to be left in the same condition as inspected before the haul. The Company shall repair (or compensate the County for) damages to the road surface along the designated empty truck route(s) at the request of and to the satisfaction of the County.

a. If there are multiple users, the cost for repair will be shared proportionately by each hauler according to a daily trip count. The Company shall maintain a daily trip count to be provided to the County at the end of the haul/project or as requested by the County.

DATED THIS _____ DAY OF _____, 20____.

Approved By: _____	
County _____	Company _____

Carried.

Management Reports
Planning and Development Manager
Schedule Next MPC Meeting

511-15: Cholak That the next **Municipal Planning Commission meeting** be scheduled for Wednesday, April 22, 2015 at 10:00 a.m. to be held in the Council Chambers.

Carried.

Road Closure and Cancellation Listing

512-15: Lukinuk That County Council acknowledge the Road Closure and Cancellation Listing prepared by the Planning and Development Manager, dated March 18, 2015; and approve the following action:

The following files will be worked on by Administration and AMEC Foster Wheeler for completion in 2015:

File No. RC-014: N ½ -NE 3-60-14-W4M – Road Plan 3214HW.
File No. RC-015: SE 2 and SW 1-62-17-W4M - Long Island Lake.
File No. RC-019: Lot 1, Block 1, Plan 0326069 – Victoria Trail re-alignment.
File No. RC-023: NW 5-59-16-W4M – Road Plan 2494BM

The following files will be worked on by Administration and Explore Surveys for completion in 2015:

File No. RC-002: SW 3-59-19-W4M – Undeveloped road allowance.
File No. RC-003: NE 24-60-18-W4M – Road Plan 19CL.
File No. RC-004: NW 24-60-17-W4M – Road Widening
File No. RC-024: E ½ 32-59-13-W4M – Road Plan 6259BM.

Outstanding Road Closure files to be reviewed in 2016.

File No. RC-001: SE 8-59-14-W4M – Road Plan 8415 ET and 1863AU.
File No. RC-005: SE 14-58-13-W4M – Road Plan 6194BM.
File No. RC-006: NE 10-58-13-W4M – Road Plan 1350CL.
File No. RC-007: NW 10-58-13-W4M – Road Plan 4368NY.
File No. RC-008: SE 145813W4M – Road Plan 270EO.
File No. RC-010: NE 9-58-13-W4M – Road Plan 2814ET.
File No. RC-011: SW 14-58-13-W4M – Road Plan 2229ET.
File No. RC-012: NE and SE 32-59-19-W4M – Road Plan 6259BM.
File No. RC-017: SW 29-58-16-W4M.
File No. RC-018: SW 21-57-13-W4M – Road Plan 2241ET.
File No. RC-020: SW 4-59-19-W4M – Victoria Trail re-alignment.
File No. RC-025: South ½ 32-60-18-W4M – Undeveloped road allowance.

Carried.

Proposed Victoria District Area Structure Plan Project

513-15: Orichowski That Smoky Lake County accept the letter sent by the Planning and Development Department on March 15, 2015 to the Smoky Lake County Regional Heritage Board, Victoria Home Guard Society, Metis Crossing, and Victoria Settlement Provincial Historic Site in regards to the Victoria District Area Structure Plan 2015 Work Progress, as information.

Carried.

Smoky Lake County Regional Heritage Board (SLCRHB)

514-15: Cholak That Smoky Lake County reimburse the Smoky Lake County Regional Heritage Board the amount of \$874.30 for the Board Members 2013 expenses and the amount of \$885.45 for the Board Members 2014 expenses, as per Bylaw 1236-11.

Carried.

Municipal Government Board Hearing: SE 25-60-19-W4M 13

515-15: Lukinuk That Smoky Lake County accept the Municipal Government Board Hearing decision on Board Order: MGB 005/15 held on November 24, 2014 in regards to the subdivision of SE 25-60-19-W4, dated February 19, 2015, as information.

Carried.

Management Reports

516-15: Cholak That the management reports received for the period of February 19, 2015 to March 25, 2015 from Doug Ponich, Public Works Manager; Bob Novosiwsky, Public Works Foreman; Dave Kully, Public Works Shop Foreman; Ed English, Peace Officer; Aline Brousseau, Planning and Development Manager; Trevor Tychkowsky, Safety Officer; 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

- AGM scheduled for April 1, 2015.

Doctor Retention & Recruitment Committee

- No report.

Evergreen Regional Waste Management Commission

- No deficit reported in the 2014 Audited Financial Statement so there will be no additional requisition to the County.
- Meeting with Municipal Affairs and Town of Smoky Lake near the end of the month.

Family Community Support Services Committee

- No report.

Family-School Liaison Committee

- Holy Family School welcomed new principal Bernie Buckle; Mrs. Ganes had a baby girl.
- HAK/Holy Family/Vilna schools all participated in the Anti-Bullying Day on February 25, 2015 by wearing pink.
- Restorative Circles are being practiced in each class in Vilna School resulting in a drop in behavioral issues.
- Total active cases are at 30 for the FSLW; 26 are Case Type A (Frequent Contact Individual & Case Family Support), 3 are Case Type B (Occasional Support) and 1 is Case Type C (Information Referral & Liaison Role).
- Next meeting is scheduled for June 15, 2015 at 1:00 p.m.

Fire and Rescue Liaison Committee

Smoky Lake:

- No report.

Vilna:

- No report.

Waskatenau:

- No report.

Government Liaison Committee

- Attended Northern Housing Authorities meeting in Athabasca with

RB

Minister Jeff Johnson in attendance.

- Met with several ministers at AAMDC Spring Convention.

Highway 28/63 Regional Water Commission

- Next meeting scheduled for April 23, 2015 in Thorhild.
- Cory and Dareld to meet with Thorhild County to discuss issues relative to cooperation in operations and extension of the regional line to Long Lake.
- Details of the St. Paul tie-in at Spedden yet to be determined.

In-House Safety Committee

- Annual safety meeting is scheduled for April 17, 2015; 2 guest speakers have been booked so far – Ian Fox will be speaking on emergency management, and Jennifer Quinn will be speaking on mental health.
- Formal inspections to be done this spring and should be done every 3 months.
- One incident reported involving a deer hitting the back end of one of a County truck which resulted in minimal damage.
- First aid training complete for schools; need to schedule this training for County staff.
- Hoping to schedule Musculo-Skeletal Injury in the workplace training.
- Chainsaw course has been completed.
- All three emergency generators have been mounted and now need to be tested.
- Shop generator was tested.
- Next meeting scheduled for April 22, 2015.

Municipal Planning Commission

- No report.

Northeast Alberta Information HUB

- Meeting rescheduled to Friday, March 27, 2015.

North East Muni-Corr. Ltd

- At the next meeting, their Financial Audit Report will be presented as well as MCSNet will be present to discuss its fibre optics cable running along the Trail.
- 37 gates need to be replaced on the Trail which will cost approximately \$50,000.
- Next meeting is scheduled for April 13, 2015.

Northern Lights Library Board

- The new plastic library cards are now out.
- Book allotment has increased from 35% to 40%. This allows the library to purchase books outside of the library system.
- Library managers received training on NNELS (National Network for Equitable Library Services) to provide library material for those with print disability.
- Northern Lights Library is celebrating its 25th Anniversary Conference Gala on September 17 & 18, 2015 in Elk Point.

Policy Committee

- No report.

R.C.M.P. Liaison Committee

- Regimental Ball scheduled for Saturday, April 18, 2015.

Regional Community Development Committee (RCDC)

- Meeting scheduled for Friday, March 27, 2015.

RB

Regional Disaster Services Agency Committee

- No report.

Risk-Pro Control Management Committee

Additional Named Insured: Warspite Hall

517-15: Lukinuk

That Smoky Lake County acknowledge that the Warspite Community Hall has indicated to reduce its Property Insurance Coverage from Replacement Cost to Actual Cash Value; as per Minutes from the Warspite Community Hall Meeting held on February 26, 2015; and advise Jubilee Insurance Agencies accordingly.

Carried.

- **Minutes:** Added Named Insured:
 - **Community and School Association:**
 - a. August 28, 2014: Minutes.
 - b. September 18, 2014: Minutes.
 - c. October 16, 2014: Minutes.
 - d. November 6, 2014: Minutes.
 - e. December 11, 2014: Minutes.
 - f. January 15, 2015: Minutes.
 - **Smoky Lake Agricultural Society**
 - g. January 8, 2015: Minutes
 - **Vilna Senior Citizen's Recreation Society**
 - h. February 4, 2015: Minutes
 - **Smoky Lake Curling Club**
 - i. September 8, 2014: Minutes
 - **Waskatenau Pryveet Dance Club**
 - j. February 3, 2015: Minutes
 - **Victoria Home Guard Historical Society Board Meeting**
 - k. March 3, 2014: Minutes.
 - l. March 10, 2014: AGM Minutes.
 - m. June 6, 2014: Minutes.
 - n. September 9, 2014: Minutes.
 - o. December 1, 2014: Minutes.
 - **Smoky Lake Pumpkin Growers Association**
 - p. February 13, 2014: Brochure Planning Minutes.
 - q. March 20, 2014: AGM Minutes.
 - r. April 24, 2014: Budget Meeting Minutes.
 - s. May 22, 2014: Minutes.
 - t. June 2, 2014: Special Meeting Minutes.
 - u. June 25, 2014: Minutes.
 - v. July 24, 2014: Minutes.
 - w. August 28, 2014: Minutes.
 - x. September 4, 2014: Minutes.
 - y. September 16, 2014: Pre-Briefing Minutes.
 - z. September 22, 2014: Briefing Minutes.
 - aa. September 30, 2014: Minutes.
 - bb. October 30, 2014: Debriefing Minutes.
 - cc. December 2, 2014: Minutes.
 - dd. January 13, 2015: Minutes.
 - ee. February 17, 2015: Minutes.
 - **Victoria Home Guard Historical Society**
 - ff. March 9, 2015: 2014 Report & AGM

Smoky Lake Agricultural Society

- Brookfield Johnson Controls has sent in a quote for the management contract of the complex.
- Still looking for a venue to hold the Demolition Derby.
- Gord Bamford will have a concert at the complex on May 2, 2015.
- Some windows in the complex need to be replaced.
- The Women's Conference was held on March 14, 2015.

RB

Smoky Lake Foundation

- No deficit for 2014; but may be making an additional requisition to the County.
- Continuing with the Alberta Seniors and Community Supports Affordable Supportive Living Initiative – Project is progressing. Building Project: 80% complete.
- Funding for sprinklers has been approved - 40 units in lodge, 12 units in the Villa.
- Memorial plaque to recognize services of deceased long-term employee Jenny Habaniuk.
- Para-transit bus scheduling now being done through the Foundation office.
- Draft agreement with CUPE has been forwarded to union.

Smoky Lake Heritage Board

- No report.

Joint Municipalities

518-15: Lukinuk

That Smoky Lake County acknowledge receipt of the letter provided by the Village of Vilna on March 2, 2015 at the Joint Municipalities Meeting in regards to the letter received by the Village of Vilna written to the Mayor Don Romanko from the Minister of Transportation, Honourable Wayne Drysdale, dated February 19, 2015 in regards to Highway 28, in reference to the Regional Strategic Joint Municipal Priorities Chart – Advocacy Priority: Bullet #1: Highway 28 dated January 28, 2015.

Carried.

519-15: Orichowski

That Smoky Lake County approve to jointly with each respective municipality to execute a “Letter of Support” to the Minister of Seniors; Honourable Jeff Johnson, to consider the concept of expanding the use of the facility in the Village of Vilna – Our Lady’s Health Centre, as prepared by the Village of Vilna.

Carried.

520-15: Cholak

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

Carried.

Addition to the Agenda:

Delegation

JLG Ball Enterprises Ltd.

Present before County Council at 1:28 p.m. to 1:38 p.m. was Lisa Ball, President of JLG Ball Enterprises to discuss a haul road agreement.

Executive Session: Legal

521-15: Lukinuk

That County Council go into Executive Session at 1:29 p.m. to discuss a legal matter in regards to a haul road agreement with JLG Ball Enterprises Ltd.

Carried.

522-15: Cholak

That County Council go out of Executive Session at 1:38 p.m.

Carried.

RB

523-15: Cholak That Smoky Lake County enter into a Haul Road Agreement with JLG Ball Enterprises Ltd., in accordance with Policy Statement No. 03-14-10; and that Schedule "D": Empty Truck Route be approved for JLG Ball Enterprises Ltd. as a designated truck route to return empty on TWP 604.

Carried.

7. Correspondence:

A.A.M.D.C.

524-15: Cholak That the following correspondence received from the Alberta Association of Municipal Districts and Counties, be filed for information:

- a. Contact Newsletter: March 5, 2015 – Volume 2015, Issue 6.
- b. Contact Newsletter: March 11, 2015 – Volume 2015, Issue 7.
- c. Alberta Municipal Affairs: MGA Review – Proposed changes to the MGA

Carried.

The FRAC Notice Team

525-15: Orichowski That the letter received from W. George Conroy, President, The Frac Notice Team, dated February 13, 2015 regarding Alberta Energy Regulator (AER) Directive 79/Abandoned Wells Setbacks, be filed for information.

Carried.

Northern Lights Library System

526-15: Lukinuk That Smoky Lake County sponsor a coffee break in the amount of \$300.00 and provide Smoky Lake County pins to the Northern Lights Library System's 25th Anniversary Gala scheduled for September 17 and 18, 2015, as per the letter received from Mircea Panciuk, Executive Director, Northern Lights Library System, dated February 13, 2015.

Carried.

Alberta Innovation and Advanced Education: Community Adult Learning Program

527-15: Orichowski That Smoky Lake County acknowledge receipt of the letter received from Carmen Baldwin-Dery, Acting Director, Education and Training Program Coordination, Alberta Innovation and Advanced Education, dated February 18, 2015 in regards to the receipt and approval of Smoky Lake Community Learning Council 2013/2014 Community Adult Learning Program – FINAL REPORTING.

Carried.

Radway and District Friends of STARS

528-15: Lukinuk That Smoky Lake County donate in the amount of **\$2,000.00** to STARS: Alberta Shock Trauma Air Rescue Society during the Radway and District Friends of STARS – 15th Annual fundraiser event to be held on April 18, 2015 at the Newbrook Hall, with funds to come from the Grants to Individuals and Organizations budget.

MOTION DEFEATED.

529-15: Bobocel That Smoky Lake County donate in the amount of **\$1,000.00** to STARS: Alberta Shock Trauma Air Rescue Society during the Radway and District Friends of STARS – 15th Annual fundraiser event to be held on April 18, 2015 at the Newbrook Hall, with funds to come from the Grants to Individuals and Organizations budget.

Carried.

Alberta Environment and Sustainable Resource Development: 90 Day Review Extension

530-15: Orichowski That Smoky Lake County acknowledge receipt of the letter received from Donna Richards, Approvals and Dispositions Services Unit, Alberta Environment and Sustainable Resource Development, dated February 18, 2015 regarding 90 Day Review Extension for County Surface Materials Exploration – SME 150029.

Carried.

Links to Learning Literacy Program Society: C.O.W. Bus Event

531-15: Cholak That Smoky Lake County donate to the Links to Learning Literacy Program Society's C.O.W. "Classroom on Wheels" Bus event in the amount of \$500.00 as per the letter received from Karli Tychkowsky, Program Coordinator, Links to Learning Literacy Program Society, dated February 2015, with funds to come from the Grants to Individuals and Groups budget.

Carried.

Alberta International and Intergovernmental Relations

532-15: Lukinuk That Smoky Lake County acknowledge receipt of the letter received from Gitane De Silva, Deputy Minister, Alberta International and Intergovernmental Relations, dated February 23, 2015, in regards to the New Formal Complaint Process for Public Procurements, introduced into the New West Partnership Trade Agreement (NWPTA).

Carried.

Radway 4-H Club: Donation for Annual Perogy Supper

533-15: Orichowski That Smoky Lake County approve the action taken by Administration in providing a County Jacket towards the Radway 4-H Club Annual Perogy Supper and Silent Auction Fundraiser held on March 14, 2015 at the Radway Agri-Centre.

Carried.

Alberta Rural Development Network: Expression of Interest for Rural Housing Initiative

534-15: Cholak That the letter received from Dee Ann Benard, Executive Director, Alberta Rural Development Network, dated March 2015 regarding Expression of Interest for Rural Housing Initiative, be filed for information.

Carried.

Canadian Consulting Engineers Inc.

535-15: Orichowski That Smoky Lake County acknowledge receipt of the letter received from Amin Augustin, Ph.D. Civil Engineering, P. Eng., Director, Canadian Consulting Engineers Inc., dated March 2, 2015 regarding CCE General Presentation, and advise managers of Engineering Consultant options.

Carried.

“Fan” mail received

536-15: Lukinuk

That Smoky Lake County’s receipt of the irrelevant “fan” mail received on March 5, 2015 containing six letters from an anonymous person, be filed for information.

Carried.

Alberta Sport Connection: 2015 Alberta 55 Plus Winter Games

537-15: Cholak

That the promotional material received from Darrell Joy, Alberta Games Consultant, Alberta Sport Connection, dated February 15, 2015 regarding the upcoming 2015 Alberta 55 Plus Winter Games in Strathmore on July 16 – 19, 2015, be filed for information.

Carried.

H.A. Kostash: World’s Archery Team

538-15: Cholak

That Smoky Lake County donate to the H.A. Kostash High School Worlds Archery Team funds in the amount of \$500.00 for financial assistance to support the World’s Tournament trip to Nashville, Tennessee in July 2015; as per letter received from HAK World’s Archery Team, dated March 3, 2015; and provide a County flag if requested.

Carried.

Vilna Fish & Game Association

539-15: Lukinuk

That the letter received from Kamiko Dmetruik, Vice President, Vilna Fish & Game Association, dated March 2015 expressing a Thank you for the gravel donation, be filed for information.

Carried.

Smoky Lake County Rural Crime Watch Association

540-15: Cholak

That Smoky Lake County provide funds in the amount of \$500.00 to the Smoky Lake County Rural Crime Watch Association to purchase signs, as per the letter received from Glenda McGinnis, President, Smoky Lake County Rural Crime Watch Association, dated March 17, 2015.

Carried.

Ukrainian Cultural Heritage Village: 2015 Summer Group Programs

541-15: Orichowski

That the correspondence received from the Ukrainian Cultural Heritage Village highlighting the 2015 Summer Group Programs at the Ukrainian Heritage Village be promoted on the Smoky Lake County Website.

Carried.

Thank You: Summary Listing

542-15: Orichowski

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

- Descent of Holy Spirit Ukrainian Catholic Church

Carried.

Information Releases

543-15: Lukinuk

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

Carried.

10. Bills & Accounts:

544-15: 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:

Batch #	Cheque Numbers	Total of Batch
30492	37602 to 37643	\$333,596.40
30505	37644 to 37646	\$13,572.17
30521	37647 to 37661	\$48,941.10
30543	37662 to 37673	\$253,341.38
30554	37674 to 37708	\$109,675.38
30568	37709	\$16,757.49
30588	37710 to 37757	\$314,233.39
30594	37758 to 37773	\$88,548.67
Total Cheques		\$1,178,665.98
30496	Smoky Lake County	\$282,835.12
30601	Smoky Lake County	\$302,747.57
Total Direct Debits		\$585,582.69
Grand Total Bills and Accounts		\$1,764,248.67

Carried.

7. Delegation(s):

JMD Group LLP

Present before County Council at 2:06 p.m. to 2:58 p.m. was Barb McCarthy, CA Chartered Accountant, JMD Group LLP to present the Smoky Lake Consolidated Financial Statement and the Smoky Lake Gas Utility Financial Statement for December 31, 2014 year-end.

2014 Year-End Financial Statements

545-15: Cholak

That Smoky Lake County Council adopt the audited Smoky Lake County Consolidated Financial Statement and the Smoky Lake County Gas Utility Financial Statement for December 31, 2014 year-end, as prepared by JMD Group LLP.

Carried.

Doug Ponich, Public Works Manager left the Council Chambers, time 2:30 p.m.

Executive Session: Personnel

546-15: Cholak

That County Council go into Executive Session at 2:30 p.m. to discuss a personnel issue relating to the Senior's Housing Foundation.

Carried.

547-15: Orichowski

That County Council go out of Executive Session at 2:58 p.m.

Carried.

County Council Meeting(s)

548-15: Lukinuk

That the next County Council Meeting(s) be scheduled for Thursday, **April 16, 2015**; Thursday, **May 28, 2015**; and Thursday, **June 25, 2015** at 9:00 a.m.; to be held at the County Council Chambers.

Carried.

ADJOURNMENT:

549-15: Bobocel

That this meeting be adjourned, time 3:03 p.m.

Carried.



REEVE

S E A L



CHIEF ADMINISTRATIVE OFFICER