

SMOKY LAKE COUNTY

Minutes of the **County Council Meeting** held on Thursday, **October 27, 2016** at 10:03 A.M. in the County Council Chambers.

The meeting was called to Order by the Reeve, Mr. Craig Lukinuk, in the presence of the following persons:

<u>Div. No.</u>	<u>Councillor(s)</u>	<u>ATTENDANCE</u> <u>Thursday, October 27, 2016</u>
1	Dareld Cholak	Present
2	Ron Bobocel	Present
3	Craig Lukinuk	Present
4	Cary Smigerowsky	Present
5	Randy Orichowski	Present
CAO	Cory Ollikka	Present
Asst. CAO	Lydia Cielin	Present
Finance Manager	Brenda Adamson	Present
Public Works Mgr.	Doug Ponich	Present
GIS/Communication	Paul Miranda	Present
Plan/Dev Manager	Jordan Ruegg	Present
Legislative Svcs/R.S.	Patti Priest	Present

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

2 Members of the public.

**2. Agenda:**

**Agenda**  
50-16: Cholak

That the Agenda for Thursday, October 27, 2016 County Council Meeting be adopted, as amended:

Addition(s):

1. Delegation – Landowner Harry Laschuk at 1:00 p.m.

Carried Unanimously.

**3. Minutes:**

**Minutes of September 13, 2016 – County Council Budget Meeting**

51-16: Orichowski That the minutes of the **County Council Budget Meeting** held on Tuesday, September 13, 2016, be adopted.

Carried.

**Minutes of September 14, 2016 - County Council for the Purpose of the CAO Evaluation**

52-16: Bobocel That the minutes of the **County Council for the Purpose of the CAO Evaluation Meeting** held on Wednesday, September 14, 2016, be adopted.

Carried.

**Minutes of September 22, 2016 – County Council Meeting**

53-16: Smigerowsky That the minutes of the **County Council Meeting** held on Thursday, September 22, 2016, be adopted.

Carried.

**Minutes of October 4, 2016 – County Council Strategic Plan Priorities**

54-16: Orichowski

That the minutes of the **County Council Strategic Plan Priorities Meeting** held on Tuesday, October 4, 2016, be adopted.

Carried.

**4. Request for Decision:**

**Smoky Lake Region Strategic Plan**


55-16: Smigerowsky

That Policy Statement No. 61-04-02: Smoky Lake Region Strategic Plan be amended:

<b>Title:</b> Smoky Lake Region Strategic Plan	<b>Policy No.:</b> 04-02
<b>Section:</b> 61	<b>Code:</b> P-I
	<b>Page No.:</b> 1 of 4
	<i>E x 4</i>

<b>Legislation Reference:</b>	Alberta Provincial Statutes
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<b>Purpose:</b>	To develop a shared regional vision for the future of Smoky Lake County, including the municipal corporations of the Town of Smoky Lake and the Village of Vilna and Waskatenau.
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<b>Policy Statement and Guidelines:</b>	
<b>1. STATEMENT:</b>	
1.1	On January 22, 2007, Smoky Lake County in conjunction with the Town of Smoky Lake, Village of Waskatenau, and Village of Vilna applied for a Joint Municipal Sponsorship Grant and a portion of the grant was allocated towards a regional "vision" concept in Strategic Planning. Nichols Applied Management Consultants implemented the development of a "20 Year" Smoky Lake Region Strategic Plan.
1.2	On September 10, 2007, <b>Joint Municipalities Committee</b> consisting of Smoky Lake County, Town of Smoky Lake, Village of Waskatenau, and Village of Vilna approved the Smoky Lake Region Strategic Plan: 2007 – 2027.
1.3	Smoky Lake County is committed to environmentally-sound economic development and long-term fiscal sustainability. This enables regional municipalities to maintain the quality services, programs and infrastructure that residents have come to expect.
1.4	On December 2007, Smoky Lake County adopted <b>Schedule "A": "Smoky Lake Region Strategic Plan: 2007 – 2027", an exhibit to this Policy.</b> This policy is a further demonstration of the County's commitment to working together to promote sustainable development in the Region in Economic Development.
	<p>Smoky Lake County is one of the four member Councils (Smoky Lake County, Town of Smoky Lake, Village of Waskatenau and Village of Vilna) to have representatives on the <b>Regional Community Development Committee</b> to monitor and assist in the implementation and execution of this Plan; as per <b>Bylaw No. 1273-14: Joint Agreement for Regional Community Development Committee (RCDC)</b></p> 
<b>2. DEFINITION:</b>	
2.1	<b>Strategic Plan:</b> is a tool to help an organization proactively plan its future. It identifies where it wants to go, what it wants to look like in the future, and how it intends to get there. It includes strategies, goals and activities designed to move the organization(s) from its current state to its defined future state.

<b>Policy Statement and Guidelines:</b>	
<b>3. OBJECTIVES:</b>	
3.1	<b>VISION:</b> The Smoky Lake Region is an attractive, prosperous community that treasures its blend of rural and small town lifestyles, with strong values placed on economic development, social cohesion, environmental protection and historical preservation.
3.2	<b>MISSION:</b> The direction set to ensure the vision is met: "Looking Forward to Our Future".
3.3	<b>PROCESS:</b> To establish a system for visualizing each strategic objective, defining a direction and allocating resources to ultimately reach the desired goal.
<b>4. GUIDELINES:</b>	
4.1	<b>STRATEGIC PRIORITIES:</b> <b>The Smoky Lake Region Strategic Plan</b> identifies the following goals: <b>One:</b> Improve the Region's Economic Development Capacity <b>Two:</b> Diversify the Region's Economy <b>Three:</b> Promote the Region <b>Four:</b> Attract New Residents to the Region <b>Five:</b> Maintain the Region's Quality of Life <b>Six:</b> Protect the Region's Natural and Historic Assets
4.2	To provide guidance in the process to define the region's direction, determine long range planning, goals and guide decision-making in the <b>Structure and Governance</b> in the implementation and execution of the Strategic Plan.
4.3	To promote awareness and education as acknowledgement to build support and to visualize the Plan is flowing more effectively, efficiently and enjoying the journey that tracks the plan's progress.
<b>5. PROCEDURES:</b>	
5.1	The Smoky Lake Regional Community Development Committee (RCDC), in accordance with <b>Bylaw 1273-14: Joint Agreement of a Regional Community Development Committee (RCDC)</b> key role and responsibilities is the implementation of the Region's Strategic Plan.

Policy Statement and Guidelines:	
5.2	The Regional Community Development Committee (RCDC) will provide an outline of the plan's specific goals and objectives, as per <b>Schedule "B": "Strategic Plan: 2007 – 2027: At-a-Glance", an exhibit to this Policy</b> . This Strategic Management Process is monitoring the progress by getting from Point A: Goal's objectives to Point B: Action Outcomes.
5.2.1	Each goal is identified with objectives at-a-glance chart format. As an action is achieved for a specific year, it is monitored by a check mark. Under each check mark is an assigned numeric tracking code. (✓35)
5.2.2	This numeric tracking code is also referenced in the "Progress Action Report" Schedule "C" to identify what action was taken on a specific objective to be informed on the progress in implementing each year's activities on the goals and objectives.
5.3	In order to measure how successfully the plan is implemented each year, <b>Schedule "C": "Progress Action Report", an exhibit to this Policy</b> , has been established to track the performance of completed action of activities. This report summary will help the Regional Community Development Committee in reporting and monitoring actions taken in implementing the 20 year Strategic Plan to ensure that it is working towards achieving strategic plan goals and objectives.
5.4	This 20-year Strategic Plan supports each respective Council's vision for sustainable community development and continued economic growth. To convey the vision, goals and priorities for the Smoky Lake Region communities, <b>Schedule "D": "Report Card", an exhibit to this Policy</b> , has been established to provide a snapshot of the Regional Community Development Committee's (RCDC) achievements for the current year and "going forward" of priorities for the upcoming year.
5.4.1	The back-side of this Report Card highlights an <b>"Annual Score"</b> on the implementation process under each goal area as identified in the Strategic Plan.
5.4.2	The Report Card is intended to provide any interested persons or organizations a brief overview of the Smoky Lake Region's current year priorities outcomes achieved and will be published annually towards the end of the current year, in accordance with <b>Policy Statement No. 61-16: Regional Community Development Committee (RCDC) – Communications Initiative</b> .
5.4.2.1	The Community Economic Development Officer (CEDO) will also publish a similar report card on the current year's related operational activities.

Policy Statement and Guidelines:	
5.5	<b>Strategic Planning requires ongoing, diligent management for the implementation over 20 years.</b> This four step practice for reporting and monitoring, as identified by the Schedules listed above, is the evaluation and control for the successful ongoing implementation of the Smoky Lake Region Strategic Plan. Over time, changing needs, resources and priorities will dictate revisions to specific goals and strategic objectives.

Carried.

**Regional Community Development Committee – Mandate Letter for 2017**

56-16: Orichowski

That Smoky Lake County approve the Regional Community Development Committee 2017 Mandate Letter, as recommended by the Joint Municipalities Meeting held on September 26, 2016 and the Regional Community Development Committee Meeting held on September 27, 2016; as follows:

Joint Municipalities Meeting	Regional Community Development Committee
September 26, 2016 – Motion JMM-40-16	September 27, 2016 – Motion 124-16
<b>Joint Municipal Priorities</b>	
• Inter-Municipal Development Plan Bylaw	• FCSS Services – Inventory
• <b>Inter-Municipal Collaboration Framework</b>	• Shared Services – Work Action Plan
• <b>Waskatenau Nuisance Ground: Reduce Set Back</b>	
• <b>CARE Grant</b>	• Stakeholder Participation
<b>Advocacy Priorities</b>	
• Highway 28	• Smoky Lake Foundation – Project
• Vilna Hospital X-Ray	• <b>Local Road Bridge Program</b>
<b>Economic Development Priorities</b>	
• Available Land Map	• Tourism Marketing
• Annual Marketing Plan	
• Grow Local Business Organizations: Chambers	
• Business Startup Support Services	

Carried.

**Policy Statement No. 61-16-02: Regional Community Development Committee (RCDC): Communications**  
57-16: Cholak

That Smoky Lake County, as the managing partner of the Regional Community Development Committee (RCDC) amend Policy Statement No. 61-16-02: Regional Community Development Committee (RCDC): Communications for internal operations of RCDC:

<b>Title:</b> Regional Community Development Committee (RCDC): <b>Communications</b>	<b>Policy No:</b> 16-02
<b>Section:</b> 61	<b>Code:</b> P-I
<b>Page No.:</b> 1 of 5	

**Legislative Reference:** Alberta Provincial Statutes

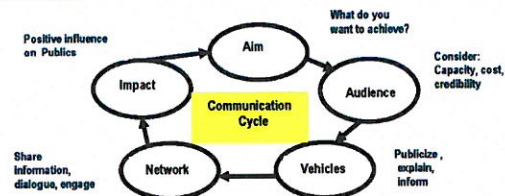
**Purpose:** The purpose of communications is to connect with your publics in order to ensure that information is reaching the right people. The Regional Community Development Committee responsibility is to provide leadership to advance all strategic communication initiatives for the Smoky Lake Region.

**Policy Statement and Guidelines:**

- 1. STATEMENT:**
- 1.1. The Regional Community Development Committee (RCDC) oversees economic development activities and this Policy will serve as a guide for the Regional Community Development Committee, each partnering municipality, administrators and all employees are responsible for determining appropriate protocols for implementing different communication methods deployed for understanding the direction, programs and services of the RCDC.
- 2. DEFINITIONS:**
- 2.1 **Communications:** the practice of receiving, interpreting and transmitting information.
- 2.2 **Publics:** as residents, employees, community organizations, businesses, suppliers to the Smoky Lake Region, levels of government and all individuals and groups which the Regional Community Development Committee works with and serves.
- 3. OBJECTIVES:**
- 3.1 To provide the public with timely, clear and accurate delivery of information about the Regional Community Development Committee priorities, initiatives, programs and services.
- 3.2 Consider stakeholder's interests and concerns when establishing priorities, planning, and delivering programs and services.
- 3.3 Ensure that the Smoky Lake Region – Regional Community Development Committee is identified and visible in a clear and consistent way – in communications ranging from advertising, telephone, mail, print, multimedia materials and the Internet.
- 3.4 Employ a variety of ways and means to communicate, and provide information in the most appropriate formats to accommodate diverse needs.
- 3.5 Keep each respective partnering municipality, administrators, and all employees informed about Regional Community Development Committee about its priorities, initiatives, programs, and services.
- 3.6 Work collaboratively with the Community Economic Development Community Officer (CEDO) to ensure commitment to fostering a thorough understanding of the direction, programs and services of the Regional Community Development Committee to its key publics.

**4. GUIDELINES:**

4.1 The **Communication Process Model** will be implemented whereby communicators move through a cycle of defining their aims, choosing their audience, determining the appropriate communication vehicle and giving expression to their communication to network and engage in dialogue to achieve an impact on an issue.



- 4.1.1 At each stage in the Communication Process Cycle, communicators should ask questions:
- What is the **aim** of the proposed communication?
  - Which are the target **audiences**, and what is the anticipated achievement?

The answers to this question will determine the next step:

- Choosing appropriate **communication vehicles**. When choosing the most appropriate communication vehicle, communicators needs to consider their capacity, their access and their needs in terms of cost, and what will result in the most credible communication for their chosen audiences.
- Present the issue to as many people as possible by **networking** to influence change and engage dialogue to seek other opinions and to mobilize the issue to **impact** and reach a positive delivery of your message.
- The effectiveness of the Communication Process Cycle will provide feedback to the original aims of the communication.

4.2 Communications is a vital component to deliver a message which the publics are able to arrive at their own understanding of issues, to consider and discuss ideas, and engage the community. The above practice using a broad range of tools and methods, also seek change at different levels, including listening, building trust, sharing knowledge and skills.

- 4.2.1 This supports two-way communication as a vital element in programming efforts aimed at achieving the RCDC's priorities, initiatives and services that enable dialogue and allows communities to speak out and participate in decisions that relate to their concerns.

**Policy Statement and Guidelines:**

**5. PROCEDURES:**

- 5.1 The Regional Community Development Committee provides leadership in establishing the priorities and overall communications and are the principal spokespersons for the Smoky Lake Region. They are supported in the delivery of communications by the CEDO and administration across all the partnering municipalities.
- 5.2 The Community Economic Development Officer (CEDO) supports and leads in all RCDC initiatives and aims to reflect effective and efficient communications to all key publics.
- 5.3 To ensure a message is received by the publics-at-large, it needs to be transmitted through a number of different communication vehicle choices.

**Communication Vehicles:**

5.3.1 **Advertisement:** To maintain a strong two-way communication relationship with the publics, is important that the RCDC is visible as much as possible. Visibility leads to recognition and acceptance; as well, it allows the community to see the range and value of the Regional Community Development Committee's work.

- News Releases published in the newspaper highlighting the RCDC work to inform and serve the Smoky Lake Region.
- Development of various brochures/pamphlets to highlight the Economic Development in general or programs offered.
- Displays on development and delivery of various education programs for businesses.

5.3.2 **Community Relations:** To build credibility and a positive reputation, relationships need to be cultivated with local Community agencies and organizations/clubs.

- Personal contacts: Consult the Community by paying close attention to the resources and programs of other agencies and organizations already operating in the area; e.g., Chamber of Commerce, Community Futures, HUB,
- Public meetings, Site tours, Public Speaking, Educational opportunities.
- Direct Mailing.

**Policy Statement and Guidelines:**

5.3.3 **Stakeholder Participation:** Consult, listen to and take account of stakeholders' interests and concerns when establishing priorities, developing initiatives, planning programs and services. To be able to "serve" businesses and industries you need community awareness and support.

- Establish an annual "Public Participation" mechanism: Open House /Forum / Information sessions / informal meeting with diverse publics for opinions to provide feedback and input on issues that concern them.
- Surveys and/or studies that provide more research and statistical material.
- Communicate activities, processes on an ongoing basis to identify areas for improvement and to make adjustments as needed.
- Development of database of existing businesses – regular contact.
- Creation of a land inventory database.

5.3.4 **Website Administration:** Development / updating the Regional Economic Development website to service various stakeholders in the community.

- Posting of up-to-date information and reports about RCDC's plans, programs and performance is available.
- To be the go-to resource for information, forms, and current information that may be needed to communicate urgently.

5.3.5 **Social Media:** Social Media vehicles used are: Facebook and Twitter.

- Help broaden the conversation and awareness – part of a wider communication strategy.


5.3.6 **Committee Communication:** RCDC Identification – Consistent and clear use of the Regional Community Development Committee identity strengthens the relationship with the publics by helping to recognize and access plans, programs and services of the Regional Community Development Committee that people can understand and support.

- **Promotion and Publicity:** Whenever possible a repetitive schedule will be devised for message placement to ensure it receives publics' consideration. The more the message is repeated, the wider its audience will become, and the more the message will be retained by the audience.
- Campaigns awareness and existence.

**Policy Statement and Guidelines:**


**Communication Vehicles – Cont.:**

5.3.6.1 Regional Community Development Committee: Internal Logo  
Description of Logo: “Four Corners”: represents the four partnering municipalities as “Regional Community Development Committee:



**Smoky Lake County: Red  
Town of Smoky Lake: Orange  
Village of Waskatenau: Blue  
Village of Vilna: Green**

5.3.6.2 Regional Community Development Committee: External Logo  
Description of Logo: Representing “Smoky Lake Region” as a whole with new growth on existing life:



5.3.7 **Government Relations:** Participation involves the more equitable sharing of both political and economic power of the Municipal, Provincial, and Federal Government. Be aware and work closely with government agencies to build strategic alliances and collaborative partnerships.

- Enhance further resources of expertise and funding.
- Awareness of Policies, Bylaws and Regulations.
- Awareness of Smoky Lake Region services and concerns.

5.4 “**Communication Initiative**” Policy is governed and guided by policies, practices, acts and relevant plans and Communications processes adhere to applicable federal, provincial and local laws. All content (messaging, data, and digital) will be managed, stored and retrieved to comply within the appropriate regulations; i.e., *Freedom of Information and Protection of Privacy Act*.

**Communications of the RCDC is to consistently deploy pro-active communications to inform, educate, enhance and increase understanding of the Smoky Lake Region – wide issues and encourage the publics’ participation.**

Carried.

**2016-2017 Digital Data License Agreement – Inside Outside Studios Inc**

58-16: Bobocel

That Smoky Lake County execute the Digital License Agreement dated October 11, 2016, with Inside Outside Studios Inc. (Hunter Alberta) to provide County owned GIS generated land ownership map for use on the iHunter Alberta mobile App; to renew the contract for another one year term.

Carried.

**Bylaw No. 1296-16: to Establish Regional Emergency Management**

59-16: Bobocel

That **Bylaw No. 1296-16:** to establish a Regional Emergency Management Bylaw in accordance with the standardized ICS (Incident Command System) Model, be given **FIRST READING**.

Carried.

Moved by Councillor Smigerowsky that **Bylaw No. 1296-16:** Regional Emergency Management, a bylaw to establish a Regional Emergency Management Bylaw in accordance with the standardized ICS (Incident Command System) Model, be given the **SECOND READING**.

Carried.

Moved by Councillor Orichowski that **Bylaw No. 1296-16:** Regional Emergency Management, a bylaw to establish a Regional Emergency Management Bylaw in accordance with the standardized ICS (Incident Command System) Model, be given **PERMISSION** for **THIRD AND FINAL READING**.

Carried Unanimously.



Moved by Councillor Cholak that **Bylaw No. 1296-16: Regional Emergency Management**, a bylaw to establish a Regional Emergency Management Bylaw in accordance with the standardized ICS (Incident Command System) Model, be given the **THIRD and FINAL READING** and that the Reeve and the Chief Administrative Officer are hereby authorized to fix their signatures to all necessary documents and that the corporate seal also be fastened where it is deemed to be necessary.

Carried.

**Bylaw No. 1295-16: Borrowing Bylaw**

60-16: Cholak

That **Bylaw No. 1295-16:** authorize the Municipal Council of Smoky Lake County to provide **operating expenditure borrowing** and short-term **capital property borrowing** asfollows: **Operating Line-of-Credit not to exceed \$5,000,000.00 and Corporate MasterCard Account with a credit limit of \$50,000.00**, be given **FIRST READING**.

Carried.

Moved by Councillor Smigerowsky that **Bylaw No. 1295-16:** authorize the Municipal Council of Smoky Lake County to provide **operating expenditure borrowing** and short-term **capital property borrowing** asfollows: **Operating Line-of-Credit not to exceed \$5,000,000.00 and Corporate MasterCard Account with a credit limit of \$50,000.00**, be given the **SECOND READING**.

Carried.

Moved by Councillor Orichowski that **Bylaw No. 1295-16:** authorize the Municipal Council of Smoky Lake County to provide **operating expenditure borrowing** and short-term **capital property borrowing** asfollows: **Operating Line-of-Credit not to exceed \$5,000,000.00 and Corporate MasterCard Account with a credit limit of \$50,000.00**, be given **PERMISSION** for **THIRD AND FINAL READING**.

Carried Unanimously.

Moved by Councillor Bobocel that **Bylaw No. 1295-16:** authorize the Municipal Council of Smoky Lake County to provide **operating expenditure borrowing** and short-term **capital property borrowing** as follows: **Operating Line-of-Credit not to exceed \$5,000,000.00 and Corporate MasterCard Account with a credit limit of \$50,000.00**, be given the **THIRD and FINAL READING** and that the Reeve and the Chief Administrative Officer are hereby authorized to fix their signatures to all necessary documents and that the corporate seal also be fastened where it is deemed to be necessary.

Carried.

**5. Issues for Information:**

**Chief Administrative Officer's Report**

The Chief Administrative Officer gave an updated report to Council for the period of September 22, 2016 to October 26, 2016:

**Legislative/Governance:**

- None.

**Administrative:**

- Received a letter from Ryan Franchuk re: flooding of land and Range Road 170 requesting financial assistance.

**Financial:**

- Departments have all reviewed and revised their operations budgets for 2017.

**Human Resources:**

- Bargaining has begun with IUOE 955. And CUPE dates are being chosen by our Committee and the CUPE Committee (as per letter from CUPE, Oct 12).

**Community:**

- The annual Warspite Hotel Dart Tournament raising money for the Food Bank is scheduled for Dec. 3/16. They are requesting a donation again.
- Approved a \$500.00 donation as per policy to the HAK Senior Girls' Volleyball team for advancing to provincial playoffs.

**Training:**

- None.

**Strategic Priorities - Chart:**

- None

**Range Road 170 Flooding**

61-16: Smigerowsky

That Smoky Lake County pay the cost of a pump rental for two days at a rate of \$525.00 per day, to a total amount of **\$1,050.00** in response to the letter received from Ryan Franchuk, dated October 26, 2016, regarding the flooding of Range Road 170.

Carried.

**Warspite Hotel Dart Tournament Fundraising for the Food Bank**

62-16: Lukinuk

That Smoky Lake County donate the amount of **\$100.00** to the 11th Annual "TLC Darts Blind Draw Double Tactic - Tournament for Charities" held in the Hamlet of Warspite –Warspite Hotel, for proceeds donated to Smoky Lake Food Bank, as per letter received from Tom Bullas, dated October 24, 2016.

Carried.

**Canadian Union of Public Employees Local 4575 - Negotiations**

63-15: Cholak

That Smoky Lake County commence collective bargaining with the Canadian Union of Public Employees Local 4575, to commence negotiations for the renewal of the collective agreement between Smoky Lake County and the Canadian Union of Public Employees Local 4575, as per email from Mark Brezowski, National Representative, Canadian Union of Public Employees Local 4575, dated October 12, 2016.

Carried.

**H.A.K. School Senior Girls' Provincial Volleyball Playoffs**

64-16: Bobocel

That County Council approve action taken by the Chief Administrative Officer to donate in the amount of **\$500.00**, as per policy, to the H.A.K. School Senior Girls' Provincial Volleyball Playoffs, as per letter request from Colette Caron, dated October 18, 2016, and file for information.

Carried.



**Financial Update**

As annexed to the minutes:

↳ Financial Statement for the Months: **September 2016.**

**Action List(s):**

↳ **Action List(s):**

- **County Council Budget Meeting:** September 13, 2016.
- **County Council Meeting:** September 22, 2016.
- **County Council Strategic Plan Priorities Meeting:** October 4, 2016

65-16: Smigerowsky

That the updated report for the period of September 21, 2016 to October 26, 2016 by the Chief Administrative Officer, be accepted and filed for information.

Carried.

**Finance Manager's Report:  
Actual to Budget Report**

Brenda Adamson, Finance Manager provided an updated Financial report for the period of September 14, 2016 to October 19, 2016.

**Assessment Complaints**

66-16: Bobocel

That Smoky Lake County appoint Robert Malica from the Lamont County region as a member-at-large to the Smoky Lake County Assessment Review Board to fill the vacant member-at-large position for this year.

Carried.

**Property Tax Penalty: Cancellation**

67-16: Smigerowsky

That County Council cancel penalties in the amount \$140.86 for property tax roll number 18610140, legally described as NE-1-61-18-W4, to rectify a clerical omission of a tax roll to the Council motion number 391-16, made on February 18, 2016.

Carried.

**Property Tax Sale Property**

68-16: Orichowski

That County Council approve action taken by the Finance Manager in submitting the documents to Alberta Land Titles to transfer the unsold Tax Sale Property that was listed at the October 14, 2016 Tax Sale, legally described as Plan 716CL; Block 1; Lot 9; roll number 40310109, into the name Smoky Lake County.

Carried.

**FCSS Funding - Town of Smoky Lake FCSS – Senior Transportation to Grief Seminar**

69-16: Cholak

That Smoky Lake County allocate funding amounts from the 2016 Family and Community Support Services Grant budget to the following Community Organization for Year 2016:

Community Group	Eligibility	Funding
Town of Smoky Lake FCSS	Senior Transportation to Grief Seminar	\$ 787.50
Aboriginal Arts Council of AB	Heart to Hand Program in Vilna	\$ 2,500.00
H.A.K. School	STARS Leadership Program	\$ 3,000.00
H.A.K. School	Integrated Literacy Program	\$ 2,500.00
Town of Smoky Lake FCSS	Annual Seniors Conference	\$ 1,000.00
Senior Citizens Club Drop In Centre	Integrative Drum Circle Training	\$ 1,301.50

For a total budget amount of **\$11,089.00**

Carried.

7. **Delegation:**

**Darcy Hale, Risk Management Advisor, AAMD&C – Jubilee Insurance**

Present before County Council from 10:43 a.m. to 10:59 a.m. was Darcy Hale, Risk Management Advisor, Jubilee Insurance, Alberta Association of Municipal District and Counties - Jubilee Insurance, to discuss and Cyber Liability and Privacy Breach Insurance Policy, and made the following points:

- The expectations placed on sophisticated organizations in the event of a Cyber Incident or Privacy Breach are extensive and can be very costly.
- Criminals are becoming much more educated in cybercrime and ambitious in their targets.
- Property and Liability policies are not designed to respond to these types of losses such as:
  - Being hacked
  - Malware – steals information on network or provides door for hacker
  - Ransomware – Locks you out of your system or threatens to wipe system out until ransom paid
  - Theft by employees – sells on the dark web
  - Loss of Mobile Devices with sensitive information
  - Phishing attacks – receive call from someone claiming to be official asking for private information such as user names and password
  - Employee Error – Emailing private information to wrong recipient.
- Costs and Recommended Coverages
  - IT forensics
  - Data recovery
  - Credit monitoring
  - Notification of those effected by the breach
  - Minimum \$500,000.00 Third Party and additional \$500,000.00 First Party coverage

**C/Supt. Shanin Mehdizadeh, Eastern Alberta (EAD) District Officer (DO), RCMP**

Present before County Council from 11:00 a.m. to 11:34 a.m. was Chief Superintendent Shanin Mehdizadeh, Eastern Alberta (EAD) District Officer (DO), Royal Canadian Mounted Police and Sergeant A.E.A (AI) Baird, Smoky Lake Detachment, Royal Canadian Mounted Police, to discuss Smoky Lake County Policing concerns, including the following:

- Need for additional Royal Canadian Mounted Police Members in the Smoky Lake Region.
- Royal Canadian Mounted Police Members performing administrative duties due to the low administrative capacity at the detachment, and taking them away from actual police work.
- Smoky Lake County will still consider providing \$30,000.00 from reserves towards increasing a half time administrative position to a full time position as agreed to by the previous council and as previously turned down by K-Division.
- Chief Superintendent Shanin Mehdizadeh, Eastern Alberta (EAD) District Officer (DO), Royal Canadian Mounted Police, agreed to bring the offer back to K-Division and if turned down, will report back as to why it was turned down.

11:34 to 11:34 a.m.  
Public: Name, Title

**9. Public Questions and Answer Period:**

**No Question:**

**Reeve's Report:**

Reeve Ron Bobocel presented the following verbal report:

- Northern Alberta Mayor's & Reeves Caucus Agenda Package: October 7, 2016 at the Shaw Conference Center.
  - Urban discussions on developing green communities and the municipalities deriving revenue as the developer.
  - Rural discussions on looking for support in the rural areas.

Mr. Ron Bobocel thanked everyone for their work and support during his time as Reeve.

70-16: Bobocel

That the Verbal Reeve's Report received be accepted.

Carried.

**Management Reports**

71-16: Orichowski

That the managers' report received from Doug Ponich, Public Works Manager for the period between: September 14, 2016 to October 17, 2016, be accepted and filed for information.

Carried.

72-16: Bobocel

That the management reports received for the period between September 14, 2016 to October 18, 2016 from; Bob Novosiwsky, Public Works Foreman; Dave Kully, Public Works Shop Foreman; Ed English, Peace Officer; Jordan Ruegg, Planning and Development Manager; Trevor Tychowsky, Safety Officer; and Paul Miranda, GIS/Communication Manager, be accepted and filed for information.

Carried.

**Meeting Recessed**

Meeting recessed for Lunch, time 11:46 a.m.

**Meeting Reconvened**

The meeting reconvened on a call to order by Reeve Craig Lukinuk at 12:24 p.m. in the presence of all Council, the Chief Administrative Officer, the Assistant Chief Administrative Officer, Finance Manager, Public Works Manager, Planning & Development Manager, GIS/Communication Director and Recording Secretary.

**Committee Task Forces and Boards: Reports**

**Alberta Care**

- No Report.

**Corridor Communications Inc.**

- No Report.

**Doctor Retention & Recruitment Committee**

- Next meeting: November 6, 2016 at 10:00 a.m.

**Evergreen Regional Waste Management Services Commission**

- Monday is next meeting.
- Draft business plan and will come back to December meeting.
- Short list and interviewed and offered will be made to individual with 15 years experience and has all the certificates.
- December 7 @ 10:00 a.m. in St. Paul.

**Family Community Support Services Committee**

- Grants to individuals and organizations are being distributed.

**Family-School Liaison Committee**

- No report
- Next meeting: November 4, 2016 at 9:30 a.m.

**Fire and Rescue Liaison Committee**

- Smoky Lake
  - Smoky Lak Fire Department Fire and Ice Ball – Dinner and Dance Fundraiser, November 26, 2016.
- Vilna
  - No Report.
- Waskatenau
  - No Report.

**Government Liaison Committee**

- AAMD&C District 5, 2016 Organizational Meeting Minutes.
- AAMD&C District 5, Financial Statement: August 31, 2016.
- Proposed AAMD&C Resolutions - Fall 2016:
  - i. Northern Gateway Pipelines Support.
  - ii. Carbon Levy Exemption on Natural Gas and Propane Used for Agricultural Operations.
  - iii. Vegetation Management on Alberta Provincial Highways.
- Portage College December 1 @ 10 a.m. in St. Paul “Day of Collaboration and Conversation” to engage with college stakeholders.

73-16: Cholak

That the Smoky Lake County Reeve or alternate who can attend - attend the Portage College Board of Governors “Day of Collaboration and Conversation” scheduled for December 1, 2016, from 10:00 a.m. to 4:30 p.m. at Portage College’s St. Paul Campus, 5205 50 Avenue, St. Paul, Alberta, to engage with college stakeholders, as per letter received from Raymond Danyluk, Board Chair, Portage College dated October 25, 2016.

Carried.

**Highway 28/63 Regional Water Services Commission**

- Next Meeting: November 2, 2016 at 10:00 a.m.

**In-House Safety Committee**

- 2 incidents
- Main office formal inspection
- Safety Manual is being overhauled and is 50% complete
- First Aid course will be scheduled for early December
- Ground Disturbance course will be scheduled for December or January
- Employee Orientation is complete
- 2 safety videos were viewed at the Shop Tool Box meetings
- An Internal Safety Audit will be done starting this Friday or early next week.
- Next meeting: November 23, 2016.

**Municipal Planning Commission**

- Meeting is scheduled for October 20, 2016.
- Development permits approved at the September 22, 2016 meeting:
  - DP 016-16: Dwayne & Ginette Bendfeld - RV Park
  - DP 048-16: Smoky Lake County - Gravel
  - DP 049-16: Smoky Lake County - Gravel
  - DP 050-16: Dale Croswell Construction Co. Ltd. - Gravel

**Northeast Alberta Information HUB**

- Meetings are scheduled at the same time as the County Council meetings

74-16: Orichowski

That Smoky Lake County extend an invitation Bob Bezepelko from North East Alberta Information HUB to be a delegation for 11:00 a.m. for the next County Council meeting scheduled for December 8, 2016.

Carried.

**North East Muni-Corr. Ltd**

- Chequing Account/ Controller's Report: September 30, 2016.
- Beaver River Trestle Funding: October 17, 2016.
- Signs along trail stating "crop in field" to assist farmers in the area that still have crop on the ground at no cost to Farmers.
- Octopus Creative is creating a new website for the Iron Horse Trail.
- Next meeting November 14, 2016.

75-16: Smigerowsky

That Smoky Lake County include a stuffer "Crops in field" with the County Natural Gas bills and advertising on website and social media, that signs are available at a cost of \$1.00 to be made available at the County Office.

Carried.

**Northern Lights Library Board**

- Next meeting: November 5, 2016 at 10:00 am in Elk Point.

**Policy Committee**

- Next meeting: December 5, 2016 at 10:00 a.m.

**R.C.M.P. Liaison Committee**

- Addressed during delegation.

**Regional Community Development Committee (RCDC)**

- Looking into the possibility of a Shop Local Incentive Program.
- Discussed Rural Public Transportation.
- Discussed Annexation of Waskatenau.

**Regional Community Development Committee – CARES**

76-16: Smigerowsky

That Smoky Lake County jointly participate for the Community and Regional Economic Support Program (CARES) grant, and agree to be the managing partner to prepare the draft grant application for funding the Smoky Lake Region Tourism Development Project based on municipal contributions from the anticipated 2016 surplus of \$20,000 and \$5,000 of in kind assistance, for a total 50/50 project cost of \$50,000.

Carried.

**Regional Community Development Committee –2017 Budget**

77-16: Smigerowsky

That Smoky Lake County approve and accept the Regional Community Development Committee (RCDC) Economic Development Budget 2017, as follows:

2017 BUDGET	
REVENUE	2017
	Proposed
Funding from municipalities	\$128,600
Transfer From Reserve	\$20,000
Grant Contribution (CARES)	\$25,000
<b>TOTAL REVENUE</b>	<b>\$173,600</b>
EXPENSES	
<b>Economic Development</b>	
Community Economic Development Officer	\$70,000
Admin Support (contract secretarial)	\$0
IT Support	\$2,650
Mileage/Meals/Lodging	\$10,000
Training/Assn Fees/	\$1,200
Cell Phone	\$600
Advertising	\$20,000
Computer Program/Supplies	\$500
Office Supplies	\$500
<b>TOTAL ECONOMIC DEVELOPMENT ADMINISTRATION</b>	<b>\$105,450</b>
<b>Projects</b>	
Open Houses	\$1,500
Other Projects (realtors tour, comm wellness, ec dev projects)	\$16,650
Cares Project (if grant is approved)	\$50,000
<b>TOTAL PROJECTS</b>	<b>\$68,150</b>
<b>TOTAL EXPENSES</b>	<b>\$173,600</b>

**Cash requirement Per Municipality for 2017**

		EDO
County	\$2,459 61% x	\$78,546.30
Smoky Lake	\$1,022 25% x	\$32,645.11
Waskatenau	\$255 6% x	\$8,145.31
Vilna	\$290 7% x	\$9,263.29

NOTES:

1. There are two reserves - \$7,279 from the recreation master plan and \$45,800 from regional collaboration for future projects
2. \$ @0,000 from the 2016 projects budget will be transferred to reserves to use as matching funds for the CARES grant in 2017
3. The budget consists of a base operations budget of \$128,600 plus the CARES project.

and recommend that Smoky Lake County budget for Year 2017 in the amount of \$78,546.30 as its portion for the Regional Community Development Committee.

Carried.

**Regional Emergency Management Committee**

- Meeting on advisory committee.
- Working a new bylaw Regional Emergency Management.

**Risk-Pro Control Management Committee**

- **Smoky Lake Riding Club**  
a.) September 30, 2016, Statement of Revenue and Expenditures.

**Smoky Lake Agricultural Complex**

- Fundraiser entertainment and meal scheduled for November 5, 2016
- Hired a facility manager and it is working very well

**Smoky Lake Foundation**

- Meeting held October 19, 2016.
- Vilna is getting a face-lift, including new flooring, windows, and window coverings, and is scheduled to receive a new sprinkler system.
- Vilna Lodge Family Christmas Celebration is scheduled for November 26, 2016 at 4:00 p.m.
- Bar-V-Nook Family Christmas Celebration is scheduled for November 26, 2016 2:00 p.m.
- Ground work and storm water management is complete and some electrical trenching has been done for the new facility.

**Smoky Lake Region Fire and Rescue Committee**

- No Report

**Smoky Lake Heritage Board**

- Meeting was cancelled on October 6, 2016 at 2:00 p.m.

**Joint Municipalities**

- Next meeting hosted by Village of Vilna on January 30, 2016

**Spray Park Committee**

- Next meeting: November 2, 2016

78-16: Cholak

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

Carried.

**Addition to the Agenda:**

**Landowner Harry Laschuk: SE 14-60-18 W4**

Delegation

Present before Council at 1:32 p.m. to 1:52 p.m. was Harry Laschuk to discuss his concerns with:

- 1) Approaches on his land after the re-construction of Twp Rd 602,
- 2) Natural gas riser service charges,
- 3) Compensation for damages from a fire that occurred in 2012. on his legal land description SE-14-60-18-W4.

79-16: Orichowski

That Smoky Lake County expand to maximum of 100 feet, at a minimal cost, the existing approach to the home yard site on the land legally describe as SE-14-60-18-W4 to restore the access as prior to rebuilding Township Road 602 in 2015, in response to the verbal request from Harry Laschuk, landowner.

Carried.

**6. Correspondence:**

**Alberta Association of Municipal Districts and Counties (AAMD&C)**

80-16: Cholak

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

- a. Contact Newsletter: October 14, 2016.

Carried.

**Alberta Environment and Parks - Farm Development Lease No. FDL 532**

81-16: Orichowski

That the letter received from L. Jansman, Approvals and Dispositions Unit, Alberta Environment and Parks, dated September 21, 2016, in regards to Farm Development Lease No. FDL 532 - Grazing Lease No. GRL 39629 being amended showing a name change from Steve Brodyk, Dennis Broydk and Linda Brodyk "As Joint Tenants" to Dennis Brodyk and Linda Brodyk "As Joint Tenants", be filed for information.

Carried.

**Minister of Innovation, Science and Economic Development – Rural Broadband**

82-16: Bobocel

That the letter received from Honourable Navdeep Bains, P.C., M.P., Minister of Innovation, Science and Economic Development, dated September 12, 2016, in reply to the County letter submitted July 7, 2016, in regards to a broadband program for rural and remote communities, be filed for information.

Carried.

**2015 Municipal Sustainability Initiative (MSI) Certification Summary Report**

83-16: Orichowski

That the letter received from JD Kliewer, Director, Grant Accountability, Alberta Municipal Affairs, dated September 26, 2016, in regards to the 2015 Municipal Sustainability Initiative (MSI) Certification Summary Report, be filed for information.

Carried.

**Remembrance Day Ceremonies**

84-16: Cholak

That Smoky Lake County Councillor Cary Smigerowsky and Reeve Craig Lukinuk attend the Remembrance Day Ceremonies on November 11, 2016 in Smoky Lake and Councillor Randy Orichowski attend the Remembrance Day Ceremonies on November 11, 2016 in Waskatenau to lay a wreath on behalf of Smoky Lake County; and donate funding in the amount of \$200.00 to each of the Royal Canadian Legion Halls: Smoky Lake Legion Branch No. 227 and Waskatenau Legion Branch No. 261.

Carried.

**Gas Tax Fund (GTF) Program**

85-16: Bobocel

That Smoky Lake County acknowledge receipt of the letter from Honourable Danielle Larivee, Minister of Municipal Affairs, dated September 29, 2016 in regards to accepting Smoky Lake County's qualifying Project 711150: Warspite Truckfill Water Tank Replacement for \$181,750.00 of Gas Tax Fund (GTF) funding.

Carried.

**Natural Resources Conservation Board**

86-16: Bobocel

That the letter received from Vern Hartwell, Board Chair, Natural Resources Conservation Board NRCB, dated October 2016, in regards to the Natural Resources Conservation Board NRCB 25<sup>th</sup> Annual Report for 2015-16, be filed for information.

Carried.

**TransCanada Pipelines Limited**

87-16: Smigerowsky

That the letter received from Ashley Mathew, Project Manager, TransCanada, dated October 13, 2016 in regards to the completed construction of the Smoky Lake Control Valve project as of October 8, 2016, on legal land location SE-15-59-16-W4, be filed for information.

Carried.

**Victoria Home Guard Society**

88-16: Smigerowsky

That Smoky Lake County not provide insurance coverage through Jubilee Insurance for Victoria Home Guard in regards to the Red River Cart monument as requested in a letter from Don Klym, President, Victoria Home Guard Society, dated October 4, 2016, as the value equals the deductible value; therefore Smoky Lake County will commit to repair the said monument, subject to receiving written confirmation of damage cost.

Carried.

**Thank You: Summary Listing**

89-16: Bobocel

That Smoky Lake County file for information the September 2016 Summary Listing of Thank You's received from organizations extending appreciation of support:

- STARS - Donation
- Pioneer Bible Camp – Private road repair.

Carried.



**Information Releases**

90-16: Orichowski

That the Information Releases for the Month of October 2016, be accepted and filed for information.

Carried.

**10. Bills & Accounts:**

91-16: Orichowski

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:

**County Council Meeting: October 27th, 2016**

Batch #	Cheque Numbers	Total of Batch
34834	41511 to 41533	\$42,416.98
34879	41534 to 41572	\$184,178.44
34883	41573 to 41581	\$18,937.74
34905	41582 to 41600	\$250,245.54
34976	41601 to 41621	\$115,630.77
35000	41622 to 41636	\$73,865.59
35012	41637	\$24,060.71
35074	41638 to 41660	\$78,626.30
35146	41661 to 41682	\$68,141.14

**Total Cheques from 41511 to 41682** **\$856,103.21**

**Direct Debit Register**

Batch #	Description	Total of Batch
34978	Smoky Lake County	\$347,199.11

**Total Direct Debits** **\$347,199.11**

**Grand Total Bills and Accounts** **\$1,203,302.32**  
(Note: From General Account)

Carried.

**Schedule County Council Meeting(s)**

92-16: Bobocel

That **County Council Meeting(s)** be scheduled for Thursday, Thursday, **December 8, 2016** at 9:00 a.m.; to be held at the County Council Chambers.


Carried.

**ADJOURNMENT:**

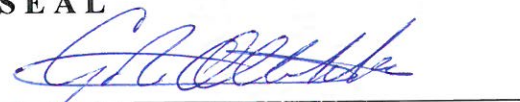
93-16: Lukinuk

That this meeting be adjourned, time 2:39 p.m.

Carried.

  
REEVE

SEAL

  
CHIEF ADMINISTRATIVE OFFICER