



SMOKY LAKE COUNTY

Minutes of **Utilities Meeting: Natural Gas** held on Tuesday, **November 22, 2016** at 9:14 A.M. in the County Council Chambers.

The meeting was called to Order by the Chief Administrative Officer, Cory Ollikka in the presence of the following persons:

<b>ATTENDANCE</b>		
<u>Div. No.</u>	<u>Councillor(s)</u>	<u>Tuesday, Nov. 22, 2016</u>
1	Dareld Cholak	Present
2	Ron Bobocel	Present
3	Craig Lukinuk	Present
4	Cary Smigerowsky	Present
5	Randy Orichowski	Present
C.A.O	Cory Ollikka	Present
Asst. C.A.O.	Lydia Cielin	Present
Finance Manager	Brenda Adamson	Present
N.G. Manager	John Malysh	Present
N.G. Asst. Mng	Thomas Ponich	Present
GIS/Comm.	Paul Miranda	Present
Legislative Svcs/R.S.	Patti Priest	Present

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Dave Kegler, Operations Manager, Federation of Alberta Gas Co-ops Ltd.

No Members of the Public were in attendance.

**1. Election of Chairperson/Vice-Chairperson:**

**Chairperson**

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

108-16: Smigerowsky

That Councillor Dareld Cholak be nominated as the Chairperson of the Utilities: Natural Gas Committee.

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

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

NO FURTHER NOMINATIONS.

109-16:Bobocel

That nominations cease.

Carried.

Mr. Dareld Cholak was declared elected by acclamation by the Chief Administrative Officer as the Chairperson of the Utilities: Natural Gas Committee and assumed the Chair.

**Vice-Chairperson**

The Chairperson called first (1) time for nominations for Vice-Chairperson.

110-16: Bobocel

That Councillor Randy Orichowski be nominated as the Vice-Chairperson of the Utilities: Natural Gas Committee.

The Chairperson called second (2) time for nominations for Vice-Chairperson.

The Chairperson called third (3) time for nominations for Vice-Chairperson.

NO FURTHER NOMINATIONS.

111-16: Lukinuk

That nominations cease.

**DRAFT**

Carried.

Mr. Randy Orichowski was declared elected by acclamation by the Chairperson as the Vice-Chairperson of the Utilities: Natural Gas Committee.

**2. Agenda:**

112-16: Orichowski

That the Utilities Meeting: Natural Gas Agenda for Monday, November 22, 2016 be adopted, as presented.

Carried.

**3. Minutes:**

113-16: Bobocel

That the Minutes of the Utilities Meeting: Natural Gas held on Monday, October 3, 2016, be adopted.

Carried.

114-16: Lukinuk

That the Action List of the Utilities Meeting: Natural Gas dated October 3, 2016, be accepted for information.

Carried.

**5. Issues for Information:**

**Manager's Report**

115-16: Bobocel

That the report presented by the Assistant Natural Gas Manager dated November 22, 2016, be accepted as presented and filed for information.

Carried.

**Natural Gas Rates**

116-16: Orichowski

That the Natural Gas Rates for November 2016, from Gas Alberta – rate at  $\$3.20 + \$1.90 + \$0.22 = \$5.32$ , be filed for information.

Carried.

**6. Correspondence(s):**

**Federation of Alberta Gas Co-ops Ltd. – 2016 Operations and Maintenance Audit**

117-16: Smigerowsky

That Smoky Lake County acknowledge receipt of letter from Delbert G. Beazer, Operations and Maintenance Evaluator, Federation of Alberta Gas Co-ops Ltd., dated October 14, 2016 in regards to the Smoky Lake County Natural Gas Operations and Maintenance Evaluation - deficiencies correction deadline extension for the two outstanding deficiencies:

1. RMO Catalytic Heater Wiring and
2. RMO Painting Maintenance;

and correct the said deficiencies by the new deadline of July 31, 2017.

Carried.

**DRAFT**

**Delegation:**

**Federation of Alberta Gas Co-ops Ltd and The Town of Smoky Lake**

Present before Council at 9:35 a.m. to 10:41 a.m. were representatives from: Federation of Alberta Gas Co-ops: Lyle Kuzik - Executive Director and Dave Kegler - Operations Manager, as well as representatives from the Town of Smoky Lake: Adam Kozakiewicz - Chief Administrative Officer, Ernie Brousseau - Mayor, Diane Ross - Deputy Mayor, Pat Palechuk - Councillor, Dan Kotylak - Councillor, Randy Mykitiuk – Councillor, Andy Loffelbein - Public Works Manager, and Dave McDonald - Public Works Foreman.

Lyle Kuzik presented the Federation of Alberta Gas Co-ops Ltd. 2016 Report and spoke to the headings in the report: who the Federation of Alberta Gas Co-ops Ltd. is and their: structure, history, members, operations, statistics, mandate, organizational chart, core services, value added services, operations & maintenance, measurement, training, odorant services, automatic meter reading, geographic information system, and infrastructure.

Dave Kegler discussed and emphasized the importance of adhering to related Acts, Regulations, Codes, and Standards within the Operation Manual to avoid insurance liability issues and for safety reasons; as well as the requirement to have ticketed personnel complete certain tasks.

Lyle Kuzik expressed the importance of neighboring municipalities, co-ops and stakeholders working together in developing emergency disaster plans.

John Malysh, Smoky Lake County Natural Gas Manager, noted that Smoky Lake County Natural Gas Department has four Journeyman Gas Fitters and one Second Year Apprentice.

BREAK 10:41 to 10:57

**Executive Session:**

**Legal Issue – Town of Smoky Lake Natural Gas Pipeline**

118-16: Bobocel That County Council go into Executive Session to discuss a Legal Issue in regards to the Town of Smoky Lake’s Natural Gas Pipeline, time 10:57 a.m.

Carried.

119-16: Orichowski That County Council go out of Executive Session, time 11:34 a.m.

Carried.

All attending Town of Smoky Lake staff left Chambers to have to a special meeting, within Smoky Lake County’s Administration building, time 11:34 a.m.

120-16: Bobocel That Smoky Lake County execute the joint retainer for Brownlee LLP with the Town of Smoky Lake for the purpose of pursuing an operating agreement for the Town of Smoky Lake’s Natural Gas System; and receive confirmation from the Town of Smoky Lake of the same.

Carried.

**DRAFT**

121-16: Smigerowsky

That Smoky Lake County invoice the Town of Smoky Lake at 75% of the actual costs to upgrade the Regulating Metering and Odourizing (RMO) Station 4369, Tap 5 that delivers the natural gas supply to the Town of Smoky Lake.

Carried.

**Next Meeting**

122-16: Bobocel

That the next **Utilities Meeting: Natural Gas** be scheduled for Monday, **January 16, 2017** at 10:00 a.m. to be held at the County Council Chambers.

Carried.

**Town of Smoky Lake Natural Gas System**

All attending Town of Smoky Lake Staff returned to Council Chambers, time 12:15 p.m., and Adam Kozakiewicz, Chief Administrative Officer for the Town of Smoky Lake announced the following:

The Town Administration will work together with the County Administration to develop a Natural Gas System Operating Agreement for the Town of Smoky Lake, to be executed before January 1, 2107.

123-16: Bobocel

That Smoky Lake County Administration work in conjunction with the Town of Smoky Lake Administration to pursue an Operating Agreement for the Town of Smoky Lake's Natural Gas System.

Carried.

**ADJOURNMENT:**

124-16: Cholak

That this meeting be adjourned, time 12:23 p.m.

Carried.

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CHAIRMAN

**NOT APPROVED**

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CHIEF ADMINISTRATIVE OFFICER