

SMOKY LAKE COUNTY

Minutes of the **County Council Meeting** held on Thursday, **December 8, 2016** at 9:05 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, Dec. 8, 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	Absent
Plan/Dev Manager	Jordan Ruegg	Present
Legislative Svcs/R.S.	Patti Priest	Present

1 Member of the Media:
The Redwater Review in attendance.

Gene Sobolewski, Project Manager, Associated Engineering Alberta Ltd.

1 Member of the public.

2. Agenda:

Agenda

177-16: Orichowski

That the Agenda for Thursday, December 8, 2016 County Council Meeting be adopted, as amended:

Addition(s):

1. Federation of Canadian Municipalities (FCM) Membership.
2. Executive Session: Legal - Evergreen Waste.

Carried Unanimously.

3. Minutes:

Minutes of October 20, 2016 – County Council Budget Meeting

178-16: Smigerowsky

That the minutes of the **County Council Budget Meeting** held on Thursday, October 20, 2016, be adopted.

Carried.

Minutes of October 27, 2016 - County Council Organizational Meeting

179-16: Cholak

That the minutes of the **County Council Organizational Meeting** held on Thursday, October 27, 2016, be adopted.

Carried.

Minutes of October 27, 2016 – County Council Meeting

180-16: Bobocel

That the minutes of the **County Council Meeting** held on Thursday, October 27, 2016, be adopted.

Carried.

4. Request for Decision:

Policy Statement No. 01-26-03: Regular County Council Meeting: Agenda

181-16: Orichowski

That Policy Statement No. 01-26-03: Regular County Council Meeting: Agenda, be amended:

Title: Regular County Council Meeting: Agenda Format		Policy No.: 26-03
Section: 01	Code: P-R	Page No.: 1 of 3 E

Legislation Reference: Alberta Provincial Statutes

Purpose: To provide a consistent Agenda Format to expedite the County Council Meeting process.

Policy Statement and Guidelines:	
1. STATEMENT:	
1.1	The agenda and information package shall be prepared for each meeting of Council to ensure the Council business is dealt with in an orderly and expedient manner.
1.2	Agendas will also be used for Council committee and any other meeting held by Council, as required, not just Council meetings.
2. DEFINITION:	
Agenda:	means the order of items of business for a meeting and the associated reports, Bylaws or other documents. These items which must be acted upon or processed that are presented in the recommended order in which they are to be dealt with, beginning with the call to order and ending with adjournment.
3. GUIDELINES:	
3.1	The agenda preparation and distribution shall be in accordance with Smoky Lake County's Procedural Bylaw No. 1131-05: <i>Procedure and the Transaction of Business by the Council of Smoky Lake County</i> .
3.2	Meeting participants will receive a copy of the agenda in advance of the meeting date with appropriate background information on the items to be discussed, to be better prepared to make sound decisions.
4. PROCEDURES:	
The Agenda shall:	
4.1	Be prepared by the Chief Administrative Officer with consultation from the Reeve.
4.2	Be made available to Council members at least by the Friday prior to each Council Meeting.
4.3	Be posted on the County Website and be made available to the attending public.

Policy Statement and Guidelines:	
4.4	Items to be placed on the Agenda shall be submitted to the Chief Administrative Officer at least five (5) working days prior to the Regular Council Meeting Agenda being made available to Council members (as per 4.2).
4.4.1	Delegations must provide a written summary of topics to be addressed and all supporting documentations if any.
4.5	During the meeting, any Council Member, with majority agreeing, can add or delete emergent business on the Agenda.
4.6	The Agenda shall be designed in a manner which gives sound purpose and structure to the meeting. Specifically, the Agenda shall be designed in accordance with the following format, as outlined in <i>Schedule "A": Agenda Format</i> .

Section 01

Policy 26-03

SCHEDULE "A": AGENDA FORMAT

1. Call to Order
2. Approval of Agenda:
 - as presented or
 - subject to additions or deletions
3. Minutes:
 - Amendments
 - Approval of Minutes
 - Business Arising from the Minutes
4. Request for Decision: Governance Issues and Management Issues
5. Issues for Information:
 - 5.1 Reports:
 - 5.1.1 Chief Administrative Officer:
 - a. Monthly Report
 - b. Financial Statement for the Month
 - c. Action List
 - 5.1.2 Municipal Finance:
 - a. Actual to Budget Review
 - b. Accounts Receivable Aging Reports
 - c. Check Register for Councilors information
 - 5.1.3 Reeve's Report
 - 5.1.4:
 - a. Public Works Manager
 - b. Public Works Foreman
 - c. Public Works Shop Foreman
 - d. Peace Officer
 - e. Natural Gas Manager
 - f. Environmental Operations
 - g. Agricultural Service Board
 - h. Planning and Development
 - i. Safety Officer
 - j. Fire Chief
 - k. GIS/Communications Director
 - 5.2 Committees:
 - 5.2.1 Alberta Care
 - 5.2.2 Corridor Communications Incorporated - *(In Executive Session)*
 - 5.2.3 Doctor Retention & Recruitment Committee
 - 5.2.4 Evergreen Regional Waste Management Commission
 - 5.2.5 Family Community Support Services Committee
 - 5.2.6 Family School Liaison Committee
 - 5.2.7 Fire and Rescue Liaison Committee- *Smoky Lake/Vilna/Waskatenau*
 - 5.2.8 Government Liaison Committee
 - 5.2.9 Highway 28/63 Regional Water Commission
 - 5.2.10 In-House Safety Committee
 - 5.2.11 Municipal Planning Commission
 - 5.2.12 Northwest Alberta Information HUB
 - 5.2.13 North East Mani-Corr Ltd
 - 5.2.14 Northern Lights Library Board
 - 5.2.15 Policy Committee
 - 5.2.16 R.C.M.P. Liaison Committee
 - 5.2.17 Regional Community Development Committee (RCDC)
 - 5.2.18 Regional Emergency Management Region
 - 5.2.19 Risk-Pro Control Management Committee
 - Added Named Insured: Minutes
 - 5.2.20 Smoky Lake Foundation
 - 5.2.21 Smoky Lake Region Fire and Rescue Committee
 - 5.2.22 Smoky Lake Heritage Board
 - 5.2.23 Joint Municipalities
6. Correspondence
7. Delegations
8. Executive Session
9. Public Question and Answer Period: 11.30 a.m. to 12.00 p.m.
10. Bills and Accounts
11. Date & Time of Next Meeting
12. Adjournment

Carried.

Policy Statement No. 01-46-01: Social Media

182-16: Cholak

That Policy Statement No. 01-46-01: Social Media, be adopted:

Title: Social Media	Policy No.: 46-01
Section: 01	Code: P-1
	Page No.: 1 of 8 E

Legislative Reference: Alberta Provincial Statutes

Purpose: To establish and outline the principles of use when engaging and posting on the Smoky Lake County's social media accounts.

Policy Statement and Guidelines:

1. **STATEMENT**
 - 1.1 Social media is a new world of opportunity for Smoky Lake County to promote and offer the advancement of new communications channels, in accordance with *Policy Statement No. 01-44: Communications*, to inform our citizens and the general public, and provide additional platforms for direct engagement and feedback.
 - 1.2 Smoky Lake County promotes the use of social media site platforms as a tool for fast, two-way communication about County programs, services, news, public notices and ongoing and upcoming events affecting our municipality. The County's social media accounts are not intended to be used for political forums for information outside the County's intent, but to personalize Smoky Lake County to help narrow the citizen-local government gap.
 - 1.3 Smoky Lake County does not view Social Media as a forum for inappropriate activity, comments or personal attacks on the municipality, its employees (past and present County staff and Council members), affiliates and ratepayers. Any and all social media comments must be at all times professional and appropriate.
2. **DEFINITIONS:**
 - 2.1 **Social Media:** refers to the use of third party hosted web-based and mobile technologies to turn communication into an interactive dialogue that allow the creation and exchange of user generated content to share opinions, information, knowledge and interests to promote discussion and building relationships.
 - 2.2 **Social Media Sites:** means any application, tool or software used for online information and publication such as social networks: Facebook, Twitter, and media-sharing: YouTube, Pinterest, Instagram and Snapchat, as illustrated in *Schedule "A": Smoky Lake County Social Media Sites*. Not all forms of social media may be appropriate for use by the County. Social Media does not include text messaging and emails.
3. **OBJECTIVES:**
 - 3.1 Increase awareness of municipal services, emergency response communication, needs and events such as public notices, upcoming projects.
 - 3.2 Disseminate time-sensitive information quickly.
 - 3.3 Provide an additional mechanism to gather community comments and perceptions regarding Smoky Lake County and its initiatives.

Policy Statement and Guidelines:

- 3.4 Develop trust and opportunities to build stronger relationships with community members.
- 3.5 Utilize social media as an additional way to collaborate with the public and other municipalities on mutually beneficial programs and initiatives.
4. **GUIDELINES:**
 - 4.1 **GUIDING PRINCIPLES:** The following acronym **STRIVE** will guide and express the principles for social media practices in Smoky Lake County.
 - 4.1.1 **Service:** To improve the quality of communication and public engagement through the presentation of information and knowledge that is timely, accurate, and relevant.
 - 4.1.2 **Transparency:** To present information to the public in an open, realistic, honest and fair way that is easily discoverable and readily accessible.
 - 4.1.3 **Respect:** To ensure that social media interactions are conducted in a manner that present the County in a professional and reasonable manner in respect to content, security and privacy.
 - 4.1.4 **Integrity:** To ensure that County staff and Council conduct themselves respectively, professionally and appropriately on social media sites by adhering to applicable provincial and federal legislation, municipal laws, regulations, and policies.
 - 4.1.5 **Value:** To promote effective and creative uses of social media and technology by County staff by providing a framework for the application of the policies and guidelines that oversee social media use.
 - 4.1.6 **Engage:** To ensure accountability that all County staff and Council are responsible for understanding and following the relevant policies and procedures affecting the use of social media.
 - 4.2 **APPLICABILITY:**
 - 4.2.1 This Policy applies to social media use for official and authorized County purposes.
 - 4.2.2 Posts of original content will be on the Smoky Lake County's website: www.smokylakecounty.ab.ca. The use of Social Media site is a secondary outlet, and will be linked back to the official County website for additional information.
 - 4.2.3 This policy shall apply to all County employees, Council and others who have been authorized to act in an official capacity by the County social media administrator: GIS/Communication Director to post information on County social media sites. It does not apply to personal use of social media conducted on personal equipment.

Policy Statement and Guidelines:

- 4.2.4 The County social media administrator: GIS/Communication Director will authorize specific individuals to utilize social media in an official capacity to ensure that communications through social media site platforms are accurate and consistent.
- 4.2.5 When representing the County on social media, employees are expected to communicate in a respectful and professional manner and in accordance with all County policies. Employees are not permitted to discuss personal or confidential information on social media sites, whether through public posts or private messages. Non-compliance by County employees may result in discipline.
- 4.2.6 Social media profiles and websites representing Members of Council will not act as official information media platforms on behalf of Smoky Lake County. Any information to be communicated to County followers via social media will be provided by the County social media administrator: GIS/Communication Director.
- 4.3 **GOVERNING RULES AND REGULATIONS:**
 - 4.3.1 The Smoky Lake County website (www.smokylakecounty.ab.ca) will remain the County's official primary online source for information. Social media sites will be as a secondary outlet to complement the website's information and broaden the reach of municipal messages through multiple social networking site accounts.
 - 4.3.2 Where possible, social networking accounts will clearly indicate they are maintained by Smoky Lake County, contain appropriate contact information and link back to the official County website for additional information.
 - 4.3.3 County employees and Council shall maintain the confidentiality of information, including Municipal financial and business information, residents' personal information, personal information or any other information not generally available to the public, in accordance with *The Freedom of Information & Protection of Privacy Act*.
 - 4.3.4 Privacy settings on Smoky Lake County social media platforms will be set to allow others to view the County profile information and posts. Only posts made by Smoky Lake County will be allowed and the general public may like, share and / or comment on those posts.
 - 4.3.5 Social media platforms will not be used to publish anything that is dishonest, untrue or misleading in any way. Smoky Lake County reserves the right to remove any comments or posts, from any of its Social Media platforms, as it deems necessary in its own business judgment and reasoning that violates this Policy.
 - 4.3.6 Comment posts will be monitored only during business hours, and thus information conveyed after hours will not be received until the next business day.
 - 4.3.7 Attribution must be given to copyright / trademark material.

Policy Statement and Guidelines:	
5.	PROCEDURES:
5.1	Responsibilities and protocol for effective Social Media conduct:
5.1.1	The Chief Administrative Officer will: <ul style="list-style-type: none">■ administer and direct compliance with the Social Media Policy and identify necessary revisions in consultation with managerial staff.■ grant approval where appropriate for all new external social media endeavours that are initiated or created by the County.■ approve and oversee social media sites and tools for official County use.
5.1.2	The GIS/Communications Director will: <ul style="list-style-type: none">■ have the role as a social media administrator to manage the County's Social Media presence and coordinate social media interaction to ensure necessary and effective usage of social media platforms.■ designate employees to utilize social media in an official capacity as required.■ monitor the policy and provide ongoing training and guidance to County Departments, and suggest revisions for Council's consideration.■ review policy in accordance with <i>Policy Statement No. 01-40: Governance Policy</i>, or sooner at the direction of the Chief Administrative Officer.■ ensure consistent messaging and imaging for all County social media platforms and correct misinformation.■ respond to requests for new social media sites and/or administrative changes to existing platforms.■ monitor, generate, update, edit, respond to and/or remove content from County social media platforms to ensure accuracy and adherence to this Policy. At the discretion of the GIS/Communication Director may assign a designate for any or all of the noted functions as needed.■ deny access to users who post inappropriate or offensive comments or contents and remove any posts that are considered to be inappropriate.■ provide access to approved official users and oversee all County Social Media accounts including their creation and termination.■ maintain a list of site domain names and social media accounts, including login and password information.

Policy Statement and Guidelines:	
5.1.3	The Department Managers will: <ul style="list-style-type: none">■ ensure that department staff is advised of the Social Media Policy for Smoky Lake County.■ designate employees to utilize social media in an official capacity as required upon recommendations from the GIS/Communication Director.
5.1.4	The Employees and other authorized users will: <ul style="list-style-type: none">■ ensure that use of social media is in accordance with this policy and other related policies, guidelines, and legislation.■ post only within one's area of expertise. Keep it professional and avoid confrontation.■ adopt a user name that follows a standard format and clearly identifies the user as a County employee.■ ensure that if a situation arises while using social media that threatens to become antagonistic, disengage from the dialogue in a polite manner and seek the advice of the social media administrator, GIS/Communications Director.■ get appropriate permission before referring to or posting images of employees, vendors or suppliers, unless such referrals or images are gleaned during the course of a public meeting or public events.■ be aware that Smoky Lake County may observe content and information made available by employees through social media. Employees should use their best judgment, as per <i>Policy Statement No. 01-10: Statement of Employees Values</i>, in posting material that is either inappropriate or harmful to Smoky Lake County or its employees.
5.1.5	The County Council as elected officials will: <ul style="list-style-type: none">■ acknowledge that it is not their role to report directly on County related business and will use their social media profile and website as a secondary information source once matters have been officially released by the County and as in accordance with <i>Policy Statement No. 01-41: Council Code of Conduct</i>.■ use the designated sharing tools on the various social media platforms based on this direction. Council will include an "in my opinion" disclaimer, when making follow up posts to the County's social media postings and when creating original posts pertaining to County related business.■ include a link back to the County's official website for detailed information when a social media site is used in communicating with constituents.■ establish separate social media accounts for the purpose of campaigning and not access, manage or operate any social media accounts through Smoky Lake County technology devices.

Policy Statement and Guidelines:	
5.2	RECORDS:
5.2.1	All Smoky Lake County social networking site contents shall adhere to applicable Provincial, Federal and local laws, regulations and policies.
5.2.2	<i>The Freedom of Information & Protection of Privacy Act</i> applies to social media content and therefore content must be able to be managed, stored and retrieved to comply with the Act.
5.2.3	All posts are public record and the original document will be retained in manner that complies in accordance with <i>Bylaw No. 1034-05: Regulations and Procedures for the Retention and Disposal of County Records</i> .
5.2.4	The GIS/Communication Director will monitor the content that must be retained, as per Section 5.2.2 and Section 5.2.3.
5.2.5	As of April 2011, Smoky Lake County established a Twitter Account, on June 2011, a Facebook page, on September 2015 - YouTube , on October 2015 - Pinterest , and on June 2016 - Instagram and Snapchat channels were established, which combines all six (6) platforms under one domain. This will allow the County to analyze, interact, enhance and track the effectiveness and impact of the content of each platform through their Google Analytics tools, allowing the County to make improvements where necessary and keep track of posts that others respond to. The information gathered through these tools, such as the total number of page likes, posts, comments, views, shares, followers, subscribers and visitors to our Social Media Sites will all be kept in a monthly log.
5.3	COMPLIANCE:
5.3.1	Smoky Lake County is not responsible for the content or comments made by third-parties on its Social Media platforms. Third-parties may be subject to liability for any comments that are derogatory, offensive, obscene, insulting, demeaning, slanderous, threatening or harassing in any nature. Smoky Lake County reserves the right to remove such contents and shall not be liable under any circumstances, for any errors, omissions, loss or damages claimed or incurred due to third-party Social Media contents.
5.3.2	Comments and images posted by third parties do not necessarily represent the view of Smoky Lake County. Smoky Lake County cannot, and does not guarantee, users' privacy on third-party social networking websites, as users are subject to the terms and conditions of the specific application on that website. Users should review and agree to the third-party terms and conditions prior to participating.

Policy Statement and Guidelines:	
5.3.3	Smoky Lake County will not be responsible for any losses or damages suffered as a result of using third party Social Media sites. Those using Social Media participate at their own risk and for their own benefit, and in so doing, accept that they have no right of action against Smoky Lake County related to such use.
5.3.4	A link between Smoky Lake County's Social Media platforms and any other website does not imply an endorsement or sponsorship by Smoky Lake County of that website, the contents of that website, or the creator of that website.
5.3.5	Smoky Lake County Social Media platforms are provided on an "as is" and "as available" basis. Smoky Lake County makes no representations or warranties of any kind, expressed or implied, as to the sites' operation or the information, content or materials included on these sites.
5.3.6	It is the nature of Social Media communications that authenticity, accuracy and timeliness may not be guaranteed and may not be reliable. As such, users acknowledge that Smoky Lake County makes no such guarantees.
5.4	DISCLAIMER:
5.4.1	By commenting or posting content on any Smoky Lake County Media platforms, you grant Smoky Lake County an unrestricted, perpetual, irrevocable, worldwide, royalty-free license to use, reproduce, display, publicly perform, transmit and distribute the information and other such material.

Section 01

SCHEDULE "A"

Policy: 46-01

SOCIAL MEDIA SITES		
Smoky Lake County website (www.smokylakecounty.ab.ca) is the County's official primary online source for information. Social media sites will be secondary outlets to complement the website's information and broaden the reach of municipal messages.		
Website: www.smokylakecounty.ab.ca		
Social Media Sites	Description	Function
1. Facebook	Facebook is a popular free social networking website that allows registered users to create profiles, upload photos and video, send messages and keep in touch with friends, family and colleagues.	<ul style="list-style-type: none"> Building online communication of interest with residents and businesses by sharing professional information online. Sharing information of event / program and promotion announcements, photos, videos and links with others for messages, participate in communities, and invite others to join. Discussion of topics online: Public engagement at four levels of continuum: input, listen and learn, collaborate, empower.
2. Twitter	Twitter is a free online social networking and micro-blogging service that allows its users to send and read other user's updates messages called tweets. Which are text-based posts of up to 140 characters in length. (mobile friendly).	For news release feeds, customer relations, event coverage, promotion, emergencies, and question and answer networking and micro-blogging service that allows its users
3. YouTube	YouTube is a video-sharing website where users can upload, share and view videos.	Broadcasting videos on events, airing snippets of a variety of programs to create benefits for awareness. Generating virtual of County or Community facility to help users understand what is being offered.
4. Instagram	Instagram is an online photo sharing mobile device application. Photo sharing is the publishing or transfer of a user's digital photos online to enable viewers to share with others.	Used as a image bank to share County photos of events, programs and services. Photos will be added over time as appropriate.
5. Pinterest	Pinterest is an online social networking website service that allows you to share images through social networking website. An example of Pinterest is the website where you have a "pinboard" that allows you to post ideas that you want to remember and then share them with your friends through Facebook.	Share and organize the collection of photo images and videos on County topics.
6. Snapchat	Snapchat is a mobile messaging application used to share photos, videos, text, and drawings. It's free to download the app and free to send messages using it. It has become hugely popular in a very short space of time, especially with young people.	Share photos and videos of County events.

Schedule "A": SOCIAL MEDIA SITES.

Carried.

Policy Statement No. 03-27-01: Water Line Crossing on Road Allowance

183-16: Cholak

That Policy Statement No. 03-27-01: Water Line Crossing on Road Allowance, be adopted:

Title: Water Line Crossing on Road Allowance	Policy No.: 27-01
Section: 03	Code: P-S
	Page No.: 1 of 11

Legislation Reference: Alberta Provincial Statutes

Purpose: To provide direction for interested parties to cross Smoky Lake County Road Allowances with private utility water lines.

Policy Statement and Guidelines:	
1.	STATEMENT:
1.1	Smoky Lake County recognizes both the potential problems and benefits of private utility water line access to developed road allowances with the County. Smoky Lake County will consider applications for Water Line access to County road right-of-ways.
1.2	Applications will be considered if the applicant owns the land adjacent to both sides of the road allowance; and if not, both landowners must apply and sign the appropriate County Application jointly.
2.	DEFINITIONS:
	For the purpose of this Policy:
2.1	Private Utilities – Water Line: are defined as constructed works, whether temporary or permanent in nature, whose purpose is to convey, transfer or supply water (potable or non-potable), for any purpose or use, including but not limited to domestic, commercial, industrial, for livestock or for irrigation.
2.1.1	Temporary – Water Line: considered (6) six months or less - removable pipe line system installed through a culvert or above ground at no cost to the applicant.
2.1.2	Permanent – Water Line: anything over a (6) six month period - pipeline system installed by directional drilling at a cost in the amount of \$300.00 to the applicant.
2.2	Road Right-of-Way: is defined as all that area contained within the boundaries of a government road allowance or registered road plan, as developed road allowances within Smoky Lake County.
3.	GUIDELINES:
3.1	Access with the road right-of-way for the purposes of crossing the road right-of-way shall be approved by resolution of County Council. At no time will approval be considered for more than one Private Utility to be placed within or upon the same length of a road right-of-way.

Policy Statement and Guidelines:

3.2 The water line shall be deemed to be any piping system used in the transmission and/or gathering and/or distribution of water and shall include any specified installation as per latest standards outlined in Canadian Standards Association (CSA). Provincial standards and regulations will be followed at all times.

3.3 A developed road allowance shall be crossed using the Directional Drilling method for permanent piping system only, at a minimum depth of 9 feet.
3.3.1 Temporary piping system may be crossed through a culvert or above ground.

3.4 Road crossing on the crest of a hill shall be avoided at all times.

3.5 Permanent Water lines must cross a road allowance at a 90 degree angle to the road allowance angle and otherwise run parallel at a minimum of 15m from the property line within the private property, unless otherwise approved by the Public Works Manager. No bends shall be permitted in that portion of the water line within the boundaries of the road allowance.

3.6 Costs borne by Smoky Lake County to review applications and inspect construction and installation of Private Utility – Water Line shall be charged to the applicant, when applicable.
3.6.1 **Permanent water line:** Approval and Inspection fee in the amount of three hundred dollars (\$300.00) for processing shall be paid to Smoky Lake County prior to entering into an agreement with the County.
3.6.2 **Temporary water line:** Approval and Inspection fee at no cost to the applicant.

4. PROCEDURES:

General:

4.1 Interest parties must complete and submit an application in the form attached as **"Schedule A": Application for Water Line Crossing on Road Allowance.**

4.2 Final approval granting permission, whether temporary or permanent in nature, shall be made by Smoky Lake County by executing an agreement with the Applicant, as per **"Schedule B": Water Line Crossing on Road Allowance Agreement.** The Agreement must be signed by the landowner of adjacent property on both sides should their application be approved or the approval is null and void.

4.3 The **Water Line Crossing on Road Allowance Agreement** is non-transferrable and shall remain in force and effect until such time as the buried water line is physically removed from the crossing location. Should landownership change, a new application must be made by the owner or jointly by both landowners.

Policy Statement and Guidelines:

Pre-Construction:

4.4 Prior to the start of construction, the Applicant shall provide the Public Works Manager with a schedule of the construction concerning road crossing.

4.5 The applicant must provide detailed map, plans and drawings for the proposed crossing of developed road right-of-ways within 30 days of the approved project; and any extensions or revisions thereto, prior to any construction. The drawings must also be provided in an electronic version in a GIS/ shp format.

Road Crossing:

4.6 Regulations and conditions shall govern the standards and procedures used in the construction, maintenance, and operation of the water line within the County Road Allowance are contained and included within the said terms of the Agreement - **"Water Line Crossing on Road Allowance Agreement"**.

4.7 Applicant accepts responsibility for road closure to include proper signs and barricades to ensure safety of the operation of installation of water line.

4.8 The applicant will be responsible for vegetation control around the private utility installed in the road right-of-way following installation.

4.9 Water Line crossing a road allowance must be marked by signs, and such markings shall be maintained by the applicant at his/her expense until such time that the water line is taken permanently out of service and abandoned. Upon request, County will supply signs with full cost to the applicant.

4.10 Maintenance of the road crossings shall be at the expense and the responsibility of the applicant.

Section 03

Policy 27-01



Schedule "A"

**APPLICATION
for
Water Line Crossing on Road Allowance**

1. Applicant

Name: _____
Address: _____
Postal Code: _____ Phone: _____
Residential Address: _____
Legal Land Description: _____
Quarter Section Township Range W4

2. Temporary Water Line at no cost OR Permanent Water Line at Fee of \$300.00.

3. Confirmation signature from adjacent landowner(s) agreeing to your application.

Print Name	Legal Description	Signature	Date
_____	_____	_____	_____
Print Name	Legal Description	Signature	Date
_____	_____	_____	_____

4. Description of roadway requested to be crossed:

Please attach a map to accompany this application.

5. Purposes(a) for this application:

a. _____
b. _____

Applicant Signature Date



Schedule "B"
Agreement
Water Line Crossing on Road Allowance

THIS AGREEMENT made this _____ day of _____, A.D. 20__.

BETWEEN:

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

OF THE FIRST PART

AND

Private Utility Line Owner
Landowner
of _____
(hereinafter referred to as "the Owner")

OF THE SECOND PART

WHEREAS the Owner has made application to cross a County Road Allowance at the following location:

FROM Legal Land Description: _____ Quarter _____ Section _____ Township _____ Range W4

TO Legal Land Description: _____ Quarter _____ Section _____ Township _____ Range W4

Temporary Water Line Permanent Water Line

The County hereby grants consent to the Owner to cross a County Road Allowance under the following terms and conditions:

WHEREAS the title to all public highways and roads is vested in the Crown in right of Alberta subject to the County having the control and management of the public highways and roads, in accordance with the provisions of the *Municipal Government Act*, R.S.A. 2000, M-26, as amended (which public highways and roads, including road allowances, are hereinafter referred to as the "Roads");

AND WHEREAS the County is a municipal corporation that is responsible for the orderly development of a system of highways, roads and road allowances within its municipal boundaries in accordance with the provisions of the *Municipal Government Act* (Alberta);

AND WHEREAS the Owner is a corporation and/or an individual that operates or proposes to operate a TYPE OF LINE: Water within the municipal boundaries of the County;

AND WHEREAS the Parties desire that a single Agreement be entered into for all crossings of the Roads by the Owner's Water Line within the County's boundaries;

AND WHEREAS this Water Line, be necessity, crosses the road at a certain location:

TO WIT: _____
Detailed Legal Description

NOW THEREFORE the Agreement is hereby acknowledged and subject to the terms and conditions hereinafter expressed, the parties agree as per the following **TERMS AND CONDITIONS OF THE AGREEMENT** shall govern standards and procedures used in the construction, maintenance and operation of any and all Water Lines with in the County, as listed below.

TERMS AND CONDITIONS OF THE AGREEMENT

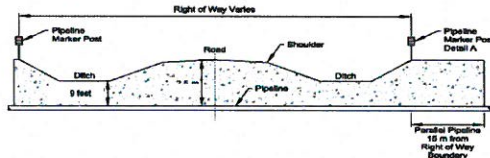
1. In this Agreement the following definition shall apply:
 - 1.1 **Water Line:** means and shall include any piping system used for the transmission and/or gathering and/or distribution of water; and shall include any specified installation.
2. The County consents to the Owner's use of the Roads to lay, construct, replace, repair, maintain, inspect, operate and remove the Water Line under the Roads (hereinafter called the "Crossing") upon the proper and timely fulfillment of all the terms and conditions of this Agreement.
3. The Owner shall only be permitted to cross the Roads at those locations (hereinafter call the "Crossing Area") approved by the County, such approval not to be arbitrarily nor unreasonably withheld. In the event the parties fail to agree upon a location for the Crossing Area, the Owner may apply to the appropriate regulatory authority for a determination of the location for the proposed Crossing Area.

4. The Owner shall select a location for the Crossing Area, which gives due consideration to any features of the Roads, as well as any known plans by the County to upgrade or relocate the roads so as to avoid any Crossing Areas which may have detrimental effect on the future operation or upgrading of the Roads or the Water Line in the Crossing Area, and the Owner shall, before commencing any work in the Crossing Area, submit to the County for approval, a detailed plan or the proposed location of the Water Line in the Crossing Area.
5. The Owner shall not commence any construction work in the Crossing Area, without first obtaining the County's written approval of the detailed plan referred to in Clause 3 herein. Upon the Owner providing the County with the proposed detailed plan, the County shall forthwith review and advise within ten (10) calendar days if such detailed plan is acceptable. In the event that the detailed plan is not acceptable, the County shall list the reasons why such plan is unacceptable and suggest an alternate plan for the Crossing. The County shall determine if the proposed work will conflict with any imminent or future road construction work, relocation or upgrading, or other work which may necessitate the relocation or lowering of the Water Line in the Crossing Area and shall notify the Owner accordingly when approving or rejecting the Owner's application for the Crossing.
6. The County shall not commence or carry out any work that involves a ground disturbance in the Crossing Area without having notified the Owner and obtaining written approval of the Owner. Other than in the case of an emergency, the County shall give forty-eight (48) hours notice in advance (weekends and statutory holidays excluded) to the Owner of the proposed ground disturbance.
7. The Owner shall, with respect to any work, as referred to in Clause 4, carried out in or on the Crossing Area:
 - 7.1 provide all suitable pipe, materials, equipment and labour.
 - 7.2 give the County no less than forty-eight (48) hours notice in advance (weekends and statutory holidays excluded) before commencing construction and maintenance work involving a ground disturbance.
 - 7.3 provide in such notice the name or names of the contractor and sub-contractor proposed to carry out the work in the Crossing Area.
 - 7.4 ensure that all work carried out in the Crossing Area shall have sufficient and proper traffic control, safety devices and warning devices or flagmen as and where necessary.
 - 7.5 carry out such work in the Crossing Area only during daylight hours except if required otherwise in cases of emergency.
 - 7.6 permit the County to have a representative present at anytime to inspect Water Line construction and/or installation.

Water Line Crossing on Road Allowance: Agreement:

- 4 -

- 7.7 For **permanent water lines**: design, construct, operate and maintain the Water Line, as applicable, in accordance with:
- 7.7.1 the latest edition of the CSA Standards issued (Canadian Standards Association).
 - 7.7.2 register with the Alberta One-Call Corporation. All costs associated with obtaining and maintaining membership with the Alberta One-Call Corporation shall be borne by the owner.
 - 7.7.3 any other applicable regulations or standards issued by the Province of Alberta.
 - 7.7.4 road crossing on the crest of a hill shall be avoided at all times.
 - 7.7.5 water line must cross a road at a 90 degree angle to the road allowance angle and otherwise run parallel at a minimum of 15 m from the road allowance, unless otherwise approved by the Public Works Manager.
 - 7.7.6 construct and lay the water line without any mechanical joints including couplings, flanges and transition fittings, horizontal or vertical bends from property line to property line within the existing road allowance at a minimum depth of 9 feet below the existing road ditches and nearest possible to the ditch back slope within the confines of the road allowance.

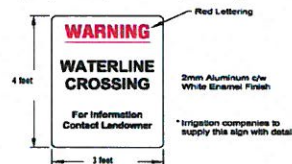


- 7.7.7 install the water line at the Crossing in the road allowance using only the Directional Drilling method.
- 7.7.8 provide verbal notice to the County's representative prior to backfilling of any excavation within the Crossing Area to enable the County to make a final inspection.
- 7.7.9 all debris associated with the construction and installation shall be removed from the sight in a timely manner, and site reclaimed to its original condition, including grass seeding if necessary.
- 7.7.10 all expenses relating to the Crossing Area shall be the responsibility of the Owner.
- 7.7.11 as soon as is reasonably practicable after completion of the work, restore the Crossing Area as closely as is practical to the condition in which it existed prior to the work.
- 7.7.12 maintain the Water Line in good order and condition and carry out all necessary repairs.

Water Line Crossing on Road Allowance: Agreement:

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- 8. The cost of laying, maintaining, repairing, renewing, altering and removing the Water Line within the Crossing Area, and of restoring the Crossing Area, shall be borne solely by the Owner.
- 9. The County shall not be liable for any damages, injury or other costs or inconvenience arising from the construction, maintenance operation of any Water Line within the County.
- 10. The County may, when reasonably required, serve a notice upon the Owner requesting that the Owner relocate or lower any of the Water Line within the Crossing Area. The Owner shall have a period of sixty (60) days from the initial notification from the County, within which to relocate or lower the Water Line within the Crossing Area. The cost of such relocation or lowering shall be borne by the Owner.
- 11. All Water Line Crossing a road allowance must be marked by signs, and such markings shall be maintained by the Owner at his/her expense until such time that the Water Line is taken permanently out of service and abandoned. Signs shall consist of a metal post and placard, a minimum of three (3) feet into the ground and four (4) feet above ground. Each placard will contain the owner's name, emergency contact phone number, and the type of water line that is buried beneath.



- 12. The Owner shall be liable for and pay all taxes, rates and assessments of any kind and description whatsoever that may be imposed by any lawful authority, other than the County, be reason of the presence of the Water Line within the Crossing Area or by reason of this agreement, and shall indemnify and save harmless the County from and against all such taxes, rates and assessment.
- 13. Indemnity and Save Harmless:
 - 13.1 The Owner shall be liable for and shall indemnify and save harmless the County of and from any and all losses, costs, charges, liabilities, damages and expenses (including without limiting the generality of the foregoing any and all liabilities to third parties, whether in contract, tort or otherwise) which the County at any time or times hereafter shall or may bear, suffer, sustain or incur for or by reason of the County's use of the Crossing Area or by reason of the negligence of the County, its servants, agents, employees or contractors.

Water Line Crossing on Road Allowance: Agreement:

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- 13.2 The County shall be liable for and shall indemnify and save harmless the Owner of and from any and all losses, costs, charges, liabilities, damages and expenses (including without limiting the generality of the foregoing any and all liabilities to third parties, whether in contract, tort or otherwise) which the Owner at any time or times hereafter shall or may bear, suffer, sustain or incur for or by reason of the County's use of the Crossing Area or by reason of the negligence of the County, its servants, agents, employees or contractors.
- 13.3 It is expressly understood that it is expressly understood that nothing contained herein shall be construed as imposing upon the other party, any obligation to indemnify and save harmless the other party from or against any losses, costs, charges, liabilities, damages or expenses occasioned by or arising directly or indirectly from or out of any negligence of the other party, its servants, agents, employees or contractors.
- 14. The Owner shall not assign or transfer this Agreement or the rights or privileges herein and shall remain in force and effect until such time as the buried water line is physically removed from the Crossing location. Should landownership change, a new application must be made by the owner or jointly by both landowners.
- 15. The Owner shall carry Comprehensive Liability Insurance with insurable limits of no less than **One Million Dollars (\$1,000,000.00)** for each occurrence or incident, which shall name the County as an insured party and the Owner shall provide proof of such insurance to the satisfaction of the County upon demand.
- 16. Any condonement, excusing or overlooking by party or any default, breach or non-observance by the other party at any time or times in respect of any covenant, provision, or condition herein contained of this Agreement shall not be deemed to have been waived by either party unless such waiver is completed in writing and signed by both parties.
- 17. Each of the Parties shall, upon the reasonable request of the other Parties, make, do, execute or cause to be made, done or executed all such further and other lawful acts, deeds, things, documents and assurances of whatsoever nature and kind for the better or more perfect or absolute performance of the terms and conditions of this Agreement.
- 18. This Agreement shall be governed by the laws of the Province of Alberta and the rights and obligations of the parties hereto are subject to all present and future laws, rules, regulations and orders of any legislative body or duly constituted authority now or hereafter having jurisdiction over the parties or the subject matter of this Agreement.
- 19. Any notices or other communications required or permitted under this Agreement to be given by one party hereto to the other shall be in writing and shall either be delivered personally or mailed by prepaid registered mail to the other party at the address shown below. Notice given in any such manner shall be deemed to have been received by the party on the day of delivery or upon the seventh (7th) day after the day of mailing, provided that normal postal service is in existence at the time.

Notice shall be given:

TO THE COUNTY AT : SMOKY LAKE COUNTY
Box 310 Smoky Lake, Alberta T0A 3C0
or hand delivered to: SMOKY LAKE COUNTY
4612 McDougall Drive, Smoky Lake

TO THE OWNER AT: _____
or hand delivered to: _____

Any party may change its address for service from time to time upon notice to the effect.
In the event of disruption of normal postage service, any party giving notice hereunder
shall be required to deliver the same.

- 20. Notwithstanding anything to the contrary contained herein, it is understood between the County and the Owner that the County shall have the absolute right and privilege to terminate this Agreement herein granted (together with all rights contained herein or ancillary thereto) upon the County providing to the Owner **Thirty (30) days** written notice of such termination.

IN WITNESS WHEREOF the parties hereto have signed their names by the hands of their property officers, duly authorized on that behalf, and hereby have executed this Agreement as of the day and year first above written notwithstanding the actual date or dates of execution.

SMOKY LAKE COUNTY

Per: _____
Reeve

Per: _____
Chief Administrative Officer

WITNESS

OWNER: _____

Per: _____

Per: _____

Carried.

Safety Codes Agency Contract

184-16: Bobocel

That Smoky Lake County approve an extension, on a month to month basis, of the current terms and conditions of the Safety Codes Services Agreement with the Inspections group Inc., jointly signed between: Smoky Lake County, the Town of Smoky Lake, the Village of Vilna and the Village of Waskatenau, signed on August 4, 2009, subject to the partnering municipalities approving the extension period, and to prepare a Request for Proposals for a Safety Codes Services Agency contract for a five-year term.

Carried.

Bylaw 1297-16: Municipal Historic Resource Designation: Kulka House

185-16: Cholak

That Bylaw No. 1297-16: Municipal Historic Resource Designation: Kulka House, a bylaw for the purpose of designating the Kulka House as a Municipal Historic Resource, be given the FIRST READING.

Carried.

Moved by Councillor Bobocel that **Bylaw No. 1297-16: Municipal Historic Resource Designation: Kulka House, a bylaw for the purpose of designating the Kulka House as a Municipal Historic Resource, be given the SECOND READING.**

Carried.

Moved by Councillor Orichowski that **Bylaw No. 1297-16: Municipal Historic Resource Designation: Kulka House, a bylaw for the purpose of designating the Kulka House as a Municipal Historic Resource, be given PERMISSION for THIRD AND FINAL READING.**

Carried Unanimously.

Moved by Councillor Smigerowsky that **Bylaw No. 1297-16: Municipal Historic Resource Designation: Kulka House, a bylaw for the purpose of designating the Kulka House as a Municipal Historic Resource, 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.

Federation of Canadian Municipalities (FCM) Membership

186-16: Cholak

That Smoky Lake County renew membership with the Federation of Canadian Municipalities (FCM) for the Term 2017 to 2018 in the amount of \$713.51 plus taxes of \$35.68, for a total amount of **\$749.19**, as per email received from Luce Lavoie, Senior Director, Communications and Membership, Federation of Canadian Municipalities, dated December 6, 2016; in respect to assisting municipalities with budget planning by providing an anticipated membership fees amount.

Carried.

5. Issues for Information:

Chief Administrative Officer's Report

The Chief Administrative Officer gave an updated report to Council for the period of October 27, 2016 to December 7, 2016:

Legislative/Governance:

- The CUPE and IUOE 955 Collective agreements have been settled for 2 year terms with minor adjustments and 1.5% COLA on both for both years.
- We are awaiting a draft Memorandum of Understanding (MOU) from the province that will be necessary before Alberta Transportation will assist us with the phase 2 Environmental assessment for their old public works yard at the Waskatenau nuisance ground site. No word yet on financial commitment.

Administrative:

- The ALARIE Asset distribution has been delayed a bit, as there have been two notices of objection raised about the proposed distribution (so it must be heard by a judge). If we want to object or present info to the courts, we have until December 19, 2016 to retain a lawyer and respond.
- Regional Administrators' Meeting discussed finding people to fill regional EOC roles and scheduling BEM and ICS training.

Financial:

- The tenders for the Water reservoir have been assessed by our engineers and legal counsel.

Human Resources:

- None.

Community:

- The CCI/CFCW food drive, hosted at County Office, was a success.

Training:

- None.

Strategic Priorities - Chart:

- None

Local 955: International Union of Operating Engineers

187-16: Cholak

That Smoky Lake County ratify the Collective Agreement with the International Union of Operating Engineers (IUOE) Local 955 for January 1, 2017 to December 31, 2018 as negotiated in the Memorandum of Agreement dated November 21, 2016.

Carried.



Local 4575: Canadian Union of Public Employees

188-16: Bobocel

That Smoky Lake County ratify the Collective Agreement with Canadian Union of Public Employees (CUPE) Local 4575 for January 1, 2017 to December 31, 2018 as negotiated and referenced in the summary of November 18, 2016.

Carried.

Jane Dauphinee, Municipal Planning Services Ltd. entered chambers, time 9:36 a.m.

County of St. Paul No. 19 - Alberta Community Partnership Grant Collaboration

189-16: Smigerowsky

That Smoky Lake County partner with the County of St. Paul No.19's Alberta Community Partnership Grant application for the purpose of completing rural multijurisdictional intermunicipal development plans with the County of St. Paul as the managing partner also including Municipal District of Bonnyville, Lac La Biche County, County of Two Hills, and County of Vermilion River.

Carried.

Alberta Local Authorities Reciprocal Insurance Exchange (ALARIE)

190-16: Bobocel

That the correspondence from Grant S. Dunlop, Q.C., Ogilvie LLP, dated December 2, 2016, in regards receiving two notices of objection to the asset distribution of the former Alberta Local Authorities Reciprocal Insurance Exchange (ALARIE), the precursor to Jubilee Insurance, be filed for information.

Carried.

Tender Award of Contract: Spedden and Warspite Fill Stations

Associated Engineering Alberta Ltd.'s Summary of Bids Received for the Spedden and Warspite Fill Stations Tenders, dated November 18, 2016:

Bidder	Total Bid Price
Nova Mechanical Systems Ltd.	\$ 996,648.00
BHP Mechanical Ltd.	\$ 1,056,519.00
Davmar Mechanical Contracting Inc.	\$ 856,724.00
Kitchton Contracting Ltd.	\$ 1,457,635.02

191-16: Orichowski

That Smoky Lake County deem the tender bid received from Davmar Mechanical Contracting Inc. as ineligible and non-compliant pursuant to Section 0200 – 1.6.1 and Supplemental Form Section 00451; and that the said bid be declared informal and rejected.

Carried.

192-16: Bobocel

That Smoky Lake County award the tender for the Spedden and Warspite Water Fill Stations Upgrade to Nova Mechanical Systems Ltd. in an amount not to exceed **\$996,648.00**, and execute a contract for the same.

Carried.

Financial Update

As annexed to the minutes:

↪ Financial Statement for the Months: **August 2016 and September 2016.**

Action List(s):

↪ **Action List(s):**

- **County Council Budget Meeting:** October 20, 2016.
- **County Council Meeting:** October 27, 2016.

193-16: Cholak

That the updated report for the period of October 27, 2016 to December 7, 2016 by the Chief Administrative Officer, be accepted and filed for information.

Carried.

7. Delegation:

Kalyna Performing Arts Association

Present before County Council from 10:10 a.m. to 10:21 a.m. was Angela Semeniuk, Representative of Kalyna Performing Arts Association, to request a donation to the Kalyna Country Festival of the Performing Arts.

194-16: Cholak

That Smoky Lake County donate **annually** in the amount of **\$1,000.00** to the Kalyna Country Performing Arts Association, as per the request presented by delegation, Angela Semeniuk, Kalyna Country Performing Arts Association and the letter received from Stan Alderliesten, President of Kalyna Country Performing Arts Association, dated November 18, 2016; with funds to be allocated from Grants to Individuals and Organizations budget.

Carried.

Vilna and District Municipal Library

Present before County Council from 10:23 a.m. to 10:33 a.m. was Anne Perkin, Vilna and District Municipal Library Board Member, to request a donation for Computer Classes for Seniors in 2017. Discussion was held surrounding options for Vilna Library to work in conjunction with the Smoky Lake Community Learning Council.

Glenda McGinnis, Representing McKenzie Huchulak - Landowner

Present before County Council from 10:33 a.m. to 11:10 a.m. was Glenda McGinnis, representing McKenzie Huchulak, Landowner of 19473 Victoria Trail, legally described as: Plan 1423033, Block 1, Lot 2, Part of SW-4-59-19-W4, to discuss purchasing a portion of the Undeveloped Road Allowance, south and adjacent to the said property.

Executive Session:

Land and Legal - Undeveloped Road Allowance 19473 Victoria Trail

195-16: Cholak

That Smoky Lake County go into Executive Session to discuss a land and legal issues: Request to Purchase Undeveloped Road Allowance south and adjacent to 19473 Victoria Trail, legally described as: Plan 1423033, Block 1, Lot 2, Part of SW-4-59-19-W4, time 10:33 a.m.

Carried.

196-16: Cholak

That Smoky Lake County go out of Executive Session, time 11:10 a.m.

Carried.

Delegations:

Northeast Alberta Information HUB

Present before County Council from 11:19 a.m. to 12:00 p.m. was Bob Bezpalko, Executive Director of Northeast Alberta Information HUB, who gave a power point presentation on HUB as follows:



Ongoing Projects:

1) Broadband Initiative:

2) Agriculture Projects:

- A) EATC Foreign Direct Investment
- B) Agri - Foods
- C) Northern Alberta Hemp Project Initiative

Transportation – wrapping up



Broadband Project:

Phase 1. The study will begin by assessing the current state of regional/local broadband infrastructure and services in each municipality (city, town, and village), county, Municipal District, First Nation, and Métis Settlement in our region. An inventory of existing and planned broadband and civil infrastructure, service coverage, service levels, and price points will be created.

Phase 2. This phase is focused on developing a view of the desired future state, i.e., where your community would like to be in three, five, and 10 years from now with respect to broadband services and applications.

Phase 3. This piece of work will build on the views developed in the current and desired state work, outline the options available to bridge any gaps identified, and then suggest potential strategies at both the municipal and regional levels to bridge the gaps. The regional level options will be quantitatively evaluated and an overall strategy will be developed and, early in the new year, presented for your feedback.

Phase 4. Based on the agreed upon strategy, if applicable, a preliminary business case will be developed.



Broadband Project - \$200,000 Funding

Breakdown:	
ED&T -	\$100,000
NADC -	\$ 77,500
Alberta HUB -	\$ 4,500
PREDA -	\$ 4,500
REDI -	\$ 4,500
LSLEA -	\$ 4,500
GROWTH -	\$ 4,500

Alberta HUB is the lead entity on this project.
Alberta HUB budgeted \$10,000 for this project
Taylor Warwick awarded the project for a cost of \$200,000.05



Agriculture Project (1)
EATC Collaboration (Alberta HUB/BRAED/PEP)
Total Funding \$135,000

ACP Grant - \$67,500.00 (Matching Funds)
ICCI Grant - \$67,500.00

Purpose: To improve community/regional capacity to attract Foreign Direct Investment (FDI) by:
Develop a Agriculture investment attraction strategy
Create a business case specific to the Alberta HUB region (Compete globally)
Create Marketing Materials to attract investment (Feedstock)
E.G. Industrial Hemp fibre, pulse processing, Greenhouse expansion/attraction



Agriculture Project (2)
Collaboration (Community Futures/CDEA)
Total Funding provided by Community Futures \$75,000

Purpose: To build a vibrant and successful Agri-foods industry within the Alberta HUB Region

- Database system of food growers. (greenhouses, etc.)
- Identify opportunities (market demand)
- Identify infrastructure needs for growth (Broadband)
- Increase awareness Northeast Alberta Food Growers Association
- Highlight the Food Science Center at Portage College



Agriculture Project (3)
Collaboration :
Conseil de développement économique de l'Alberta (CDEA)
Alberta Innovates/Technology Futures
Northeast Alberta Information HUB / Community Futures LLB
Smoky Applied Research & Development Association
Alberta Agriculture / Eco-West / Canadian Hemp Trade Alliance
Purpose: For a sustainable fibre hemp processing plant in Northern Alberta ----> Alberta HUB region

- Verification of a market for Hemp Fibre
- Feasibility of a industrial hemp fibre processing plant



Regional Economic Development Alliance Funding (REDA)

Each REDA has the opportunity to apply for a grant of \$100,000 for specific "projects", (2016 and in 2017)
1st intake deadline : December 31/16

- Criteria:**
These projects can align with our current operations plan.
- Attract / Expand investment
 - Diversification
 - Sustainable economic growth
 - Increasing support for business/industry (Diversification opportunities)
 - Increasing investment that drives high-value Job creation



Alberta HUB to date has developed for its membership regional:

- Investment fact sheet
- Quality of Life Fact Sheet
- College Profiles
- Regional Site Selection information
- Investment information Folder
- Industry profiles: Agriculture/Tourism/Energy
- In Progress: Transportation Profile
- Expand Agriculture Profile for each County
- Regional on-line platform Website



Alberta HUB
The need still exists to expand investment information on:

- Agriculture opportunities specific (in progress)
- Aero-space/Defence
- Energy oil/gas, Renewable
- Manufacturing
- Tourism
- Research

Example of info need : Labour force Information

197-16:Cholak

That the update on the Northeast Alberta Information HUB, presented by Bob Bezpalko, Executive Director of Northeast Alberta Information HUB, be filed for information.

Carried.

Nancy Dmetruik - 2016 Farm Family Award

Nancy Dmetruik, the 2016 Farm Family Award recipient was not in attendance.

9. Public Questions and Answer Period:

12:02 to 12:03 a.m.

No Questions.

Undeveloped Road Allowance Closure 19473 Victoria Trail

198-16: Cholak

That Smoky Lake County proceed to close a portion of the east-west Undeveloped Road Allowance, adjacent to the south boundary of the lands legally described as Plan 1423033, Block 1, Lot 2, Pt. SW-4-59-19-W4M, (17473 Victoria Trail), for the purpose of consolidating said Undeveloped Road Allowance with said lands, as per written request from Mr. McKenzie Huchulak, dated September 12, 2016, subject to Smoky Lake County Policy 16-03: Road Closure or Cancellation.

Carried.

Meeting Recessed

Meeting recessed for Lunch, time 12:05 p.m.

Reeve Craig Lukinuk called all staff available into Council Chambers to wish them a Merry Christmas on behalf of Council.

Meeting Reconvened

The meeting reconvened on a call to order by Reeve Craig Lukinuk at 12:56 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, and Recording Secretary.

Delegation:

Municipal Planning Services (2009) Ltd.

Present before County Council from 12:57 p.m. to 2:20 p.m. was Jane Dauphinee, Principal/Senior Planner, Municipal Planning Services (2009) Ltd. to discuss Planning and Development in Smoky Lake County.

Bylaw 1289-16: Intermunicipal Development Plan with the Town of Smoky Lake

199-16: Cholak

That **Bylaw No. 1289-16:** Intermunicipal Development Plan with Smoky Lake County and the Town of Smoky Lake, a bylaw for the purpose of adopting an Intermunicipal Development Plan for Smoky Lake County and the Town of Smoky Lake, be given the **SECOND READING.**

Carried.

Moved by Councillor Smigerowsky that **Bylaw No. 1289-16:** Intermunicipal Development Plan with Smoky Lake County and the Town of Smoky Lake, a bylaw for the purpose of adopting an Intermunicipal Development Plan for Smoky Lake County and the Town of Smoky Lake, 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 1290-16: Intermunicipal Development Plan with the Village of Vilna

200-16: Cholak

That Smoky Lake County **defer Bylaw 1290-16:** Intermunicipal Development Plan with the Village of Vilna until further information is received on the status of the Village of Vilna's Bylaw for the Intermunicipal Development Plan with Smoky Lake County.

Carried.

Executive Session:

Land and Legal Issue - Metis Crossing Development

201-16: Bobocel That County Council go into Executive Session to discuss a Land and Legal issue regarding Metis Crossing Development, time 1:10 p.m.

Carried.

202-16: Orichowski That County Council go out of Executive Session, time 2:20 p.m.

Carried.

203-16: Smigerowsky That the a Bylaw be drafted to amend Land Use Bylaw 1272-14 for the purpose of rezoning the lands legally described as River Lot 10 and River Lot 11, Victoria Settlement, from "Victoria Agriculture (A1) District" to "Victoria Commercial (C2) District"; and to add "Art, Craft and Photography Studios", "Campground, Basic", "Campground, Recreational Vehicle", and "Cultural Facility" to the list of Permitted Uses within Section 8.9(2) Victoria Commercial District; and to define "Cultural Facility" as well as "Art, Craft and Photography Studios", and present the draft Bylaw at the next County Council Meeting.

Carried.

204-16: Cholak That an additional **County Council Meeting** be scheduled for **Thursday, December 15, 2016 at 2:00 p.m.** in County Council Chambers, for review of a draft Bylaw to amend land use for River Lot 10 and River Lot 11, of the Victoria Settlement.

Carried.

Vilna Library – Computer Classes for Seniors

205-16: Bobocel That Smoky Lake County recommend the Vilna and District Municipal Library Board contact the Smoky Lake County Community Learning Council to facilitate Computer Classes for Seniors; and encouraged the Vilna and District Municipal Library Board to make a written request of Smoky Lake County, to be reimbursed for the total amount of registration fees, after the fees have been paid by the students taking Computer Classes for Seniors.

Carried.

Schedule Committee of the Whole Meeting

206-16: Cholak That a **Committee of the Whole Meeting** for the purpose of Planning: Victoria District Area Structure Plan, be scheduled for Thursday, **February 23, 2017 at 10:00 a.m.** in County Council Chambers.

Carried.

Schedule Joint Council Meeting

207-16: Bobocel That a **Joint Council Meeting** with the Village of Waskatenau and Smoky Lake County be scheduled to discuss the Waskatenau former Nuisance Grounds, on Thursday, **January 12, 2017 at 10:00 a.m.** in County Council Chambers.

Carried.

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

Brenda Adamson, Finance Manager provided an updated Financial report for the period of October 20, 2016 to November 29, 2016.

Schedule Strategic Planning Meeting

208-16: Orichowski That a **Strategic Priorities** meeting be schedule for Monday, **February 6, 2017 at 10:00 a.m.** in County Council Chambers.

Carried.

Assessment Review Board Training

209-16: Cholak That County Councillor Randy Orichowski attend the “New Assessment Review Board Member” training scheduled for April 25, 2017 to April 28, 2017 in Edmonton, Alberta; and County Councillor Craig Lukinuk attend “Assessment Review Board Member Refresher” training scheduled for March 23, 2017 and March 24, 2017 in Edmonton, Alberta.

Carried.

Property Tax Penalty: Cancellation

210-16: Cholak That County Council **cancel penalties** in the amount **\$83.07** for **Property Tax Roll number 12601032**, legally described as NW-10-60-12-W4; Plan 7521685; Lot B.

Carried.

Property Tax Penalty: Cancellation

211-16: Smigerowsky That County Council **cancel penalties** in the amount **\$413.79** for **Property Tax Roll number 16583040**, legally described as NE-30-58-16-W4, in respect to the 305.1 assessment change.

Carried.

Perpetual Energy Operating Corp

212-16: Cholak That Smoky Lake County acknowledge receipt of the letter from Vicki Benoit, Chief Operating Officer for Sequoia Resources Corp, (formerly known as Perpetual Energy Operating Corp.), dated October 20, 2016 in regards to a payment plan for tax arrears; and accept one of two options as follows:

Option “A”

Payment in the amount as at October 31, 2016, in Full, immediately.

Option “B”

or Payments including all penalties accumulated as per Bylaw 1293: Tax Penalty, as follows:

One third (1/3) of the tax arrears paid on or before December 31, 2016; One third (1/3) of the tax arrears paid on or before December 31, 2017; the final one third (1/3) of the tax arrears paid on or before December 31, 2018; all future taxes will be paid in the year they are assessed.

Carried.

Property Taxes Hanmore Lake

213-16: Bobocel That Smoky Lake County Administration write a letter in response to correspondence received from a Landowner, for Property Tax Roll number 38010106, legally described as SE-20-61-17-W4, Lot 6, Block 1, on November 9, 2016, to explain the breakdown of assessment on the said Landowner’s Property Tax Roll number 38010106.

Carried.

Bernum Petroleum

214-16: Orichowski That Smoky Lake County acknowledge receipt of the letter from Joe McFarlane, Chief Financial Officer of Bernum Petroleum, dated November 10, 2016 in regards to reducing Bernum Petroleum’s property taxes by 30%; and take no action on the request.

Carried.

FCSS Funding – Vilna Veselka Dance Club – Annual Volunteer Appreciation Event

215-16: Smigerowsky That Smoky Lake County allocate funding amounts from the 2017 Family and Community Support Services Grant budget as follows:

Community Group	Eligibility	Funding
Vilna Veselka Dance Club	Annual Volunteer Appreciation	\$ 1,500.00

Carried.

Holy Family Catholic School - School Breakfast Program

216-16: Orichowski That Smoky Lake County donate in the amount of **\$1,000** to Holy Family Catholic School in support of the “School Breakfast and Other Wellness Related Programs”, school year 2016/2017 from 2016 budget subject to financial report; as per Council’s June 16, 2016 Motion #805-16; with funding to be allocated from “Grants for Individuals and Organizations”; as requested by Bernice Macyk, Secretary of Holy Family Catholic School Council in a letter dated, November 8, 2016.

Carried.

Interim Audit

217-16: Bobocel

That the letter received from Joly, McCarthy & Dion, Chartered Accountants, dated November 16, 2016 in regards to the audit of the financial statements of Smoky Lake County which comprise the consolidated statement of financial position as at December 31, 2016, be acknowledged and filed for information; and that Council direct feedback to Joly McCarthy & Dion Group LLP through the Reeve.

Carried.

County of St. Paul No.19

218-16: Cholak

That Smoky Lake County waive all penalties in the amount of \$3,692.95 on the County of St. Paul No.19’s water advisory services account number 2765, subject to the balance of \$8,772.91 is paid prior to December 31, 2016.

Carried.

FCSS Funding Agreement

219-16: Smigerowsky

That Smoky Lake County execute with the Minister of Children and Youth Services, the 2017 Family and Community Support Services (FCSS) Funding Agreement in the amount of \$116,635: Provincial Contribution: \$93,308 and Municipal Contribution: \$23,327 for the period of January 1, 2017 to December 31, 2017.

Carried.

220-16: Orichowski

That the Financial Report received from Brenda Adamson, Finance Manager for the period between: October 20, 2016 to November 29, 2016, be accepted and filed for information.

Carried.

Reeve’s Report:

Reeve Craig Lukinuk presented the following written report and added that on December 6, 2016, he attended the Doctor Recruitment meeting and on November 30, 2016 he represented shareholders on behalf of Corridor Communications Inc.(CCI):

REEVES REPORT

For October 27, 2016 to November 21, 2016.

At the organizational meeting held on October 27, 2016, I, Craig Lukinuk, was nominated by Cary Smigerowsky for the position of Reeve, and Randy Orichowski was nominated by Dareld Cholok for the position Deputy Reeve; we were both declared elected by acclamation.

In the interest of transparency and to foster communication, on a regular basis, I will report all my activities as: Reeve, Councillor of Division 3 and as a Member of my assigned Boards and Committees. This report is based on my schedule. It is not a complete list of activities and/or meetings that my fellow Councillors attend.

October 28, 2016

The Federation of Alberta Gas CO-OPS Ltd. held their Fall Zone 3 & 4 Meeting at Goose Hummock Golf Resort, 2 Miles North of Gibbons AB. Both Dareld Cholok Zone 3 and Harvey Yoder Zone 4 were re-elected as Chair for their respective zone by acclamation for 2 year term.

November 1, 2016

The North East Regional Agricultural Service Board (ASB) held their Conference at Plamondon hosted by Lac La Biche. Various presentations were made by Alberta Agriculture and Forestry, Lakeland Agriculture and Research Association (LARA), Canola Council of Canada, and Agriculture Commodity. The unharvested crops were a great concern for all, especially for canola because the elevators may not accept spring canola.

November 2, 2016

Spray Park Committee meeting for the Spray Park located in the Town of Smoky Lake across from the Complex was held. The final landscaping is scheduled to be completed next year. Tables, garbage containers and benches will be ordered. The committee recently received a \$25,000.00 sponsorship from Richardson Pioneer.

November 4, 2016

The Organizational meeting for the Family School Liaison Worker (FSLW) was held. Randy Orichowski was nominated for chair by Craig Lukinuk and Elohne Chizawsky was nominated by Donna Cherniwchan as Vice-Chair; both were elected by acclamation.

November 5, 2016

Northern Lights Library Board held their meeting in Elk Point where I represent Smoky Lake County. I am also on the Policy Review, Budget, Grievance and Building Addition Planning committees for the Northern Lights Library Board.

On November 7, 2016

County Council Held a Budget Meeting where the 2017 Operational Budget was reviewed and discussions will continue in the New Year until the total 2017 Budget is approved.

November 9, 2016

Local Assessment Review Board (LARB) was held in our County Council Chambers where 3 complaints were scheduled to be heard.

November 10, 2016

We commenced negotiations with CUPE Local 4575 for the office staff's collective agreement.

November 11, 2016

Remembrance Day Ceremonies at the Smoky Lake Complex were well attended. Reverend Powers, Legion Padre gave the Remembrance Prayer. "In Flanders Field" Poem was read by Darlene McCrear. Students from HAK School sang "A Song for Peace" and the closing ceremony was done by Bernadette Dalpe, Legion President.

November 14, 2016 (morning)

Muni-Corr Ltd.'s monthly meeting in St. Paul, Alberta was held. "Crop in Field" signs for un-harvested crops intended for notifying recreational vehicle riders to stay off, are available through Muni-Corr at the County Main Office at no charge.

November 14, 2016 (afternoon)

From St. Paul I headed to Edmonton to Attend the AAMDC Alberta Association of Municipal Districts and Counties at the Shaw Convention Centre. That night the Mayors/Reeves Liaison Committee Meeting was held; topics such as the new Carbon Tax Levy, Agricultural Disaster and Municipal Sustainability Initiative (MSI) Funding were discussed.

November 15, 2016 (AAMDC Convention)

Opening ceremonies took place and long service awards were presented. Among the Long Service Award recipients were: Cory Ollikka, Chief Administrative Officer for 15 years of service, and Councillor Ron Bobocel for 9 years of service. Attended an information session on Broadband in Rural Alberta in relation to Fibre Optics.

November 16, 2016 (AAMDC Convention)

AAMDC Annual General Meeting.

November 17, 2016 (AAMDC Convention)

Question and Answer Forum with nine Alberta Ministers included hot topics such as the Carbon Tax, Health Care and Agricultural Disaster.

November 17, 2016 (AAMDC Convention)

Council had a private meeting with the Honourable Brian Mason, Minister of Transportation. Concerns presented included bridge projects, bridge funding, highway 28/831 intersection and provincial roadside mowing/spraying.

November 18, 2016

A collective agreement with CUPE Local 4575 for office staff was ratified for a two year term.

November 21, 2016

A collective agreement with IUOE Local 955 for public works staff was also ratified.

For more information on Smoky Lake County Council Schedule, please visit http://www.smokylakecounty.ab.ca/county_gov_activities.html to view our Calendar.

Thank you to all of council for giving me this opportunity. I am truly honored to be the Reeve of Smoky Lake County. I will give my full attention and make every effort in keeping Smoky Lake County a great place to live.

Yours truly,

Craig Lukinuk,
Reeve

221-16: Lukinuk

That the Reeve's Report received be accepted.

Carried.



Management Reports

Public Works Manager

Haul Road Agreement

222-16: Bobocel

That Smoky Lake County amend the Haul Road Agreements for Contract number 12725 - Haul Road: Range Road 170, Township Road 595A to Highway 28 (1.5 miles), and for contract number 17534 - Haul Road: Township Road 610, Range Road 181 to Highway 855 (4miles), to state that the Contractor shall be responsible for repairing all sections of the road that are damaged during the haul period and waive the \$0.85/tonne to include: repair of subgrade, replacements of asphalt and replacement of chip-seal; and the company shall also provide a security irrevocable letter of credit of \$75,000 per mile.

Carried.

Planning and Development Manager

Schedule a Municipal Planning Commission Meeting

223-16: Cholak

That a **Municipal Planning Commission Meeting**, be scheduled for **Tuesday, January 17, 2017 at 1:00 p.m.** in County Council Chambers.

Carried.

224-16: Cholak

That the management reports received for the period between October 18, 2016 to November 30, 2016 from; Jordan Ruegg, Planning and Development Manager, Bob Novosiwsky, Public Works Road Foreman; Dave Kully, Public Works Shop Foreman; Ed English, Peace Officer; Trevor Tychkowsky, Safety Officer; and Paul Miranda, GIS/Communication Manager, be accepted and filed for information.

Carried.

Committee Task Forces and Boards: Reports

Alberta Care

- No Report.

Corridor Communications Inc.

- No Report.

Doctor Retention & Recruitment Committee

- Attended meeting on November 6, 2016.

Evergreen Regional Waste Management Services Commission

- New manager has been hired.
- Anticipated shortfall for 2016 is \$22,763.93.
- Next meeting is scheduled for February 9, 2017 10:00 a.m. and no meeting is scheduled for January.

Family Community Support Services Committee

- No report.

Family-School Liaison Committee

- Next meeting is scheduled for January 11, 2017 at 9:30 a.m.

Fire and Rescue Liaison Committee

- Smoky Lake
 - No Report.
- Vilna
 - Dine & Dance is scheduled for Friday, February 3, 2017.

- Waskatenau
- No Report.

Government Liaison Committee

- No report.

Highway 28/63 Regional Water Services Commission

- Next Meeting is scheduled for December 15, 2016.

In-House Safety Committee

- Next meeting is scheduled for December 21, 2016.
- Safety Manual is being rebuilt

Municipal Planning Commission

- Next meeting is scheduled for January 17, 2017.

Northeast Alberta Information HUB

- Addressed during delegation.

North East Muni-Corr. Ltd

- Next meeting is scheduled for December 12, 2016.
- Chequing Account/Controller's Report: October 31, 2016.

Northern Lights Library Board

- Addressed in the Reeve's Report.
- Balance Sheet: As of October 31, 2016.
- 2015-2019 Operating Budget.
- Northern Lights Library Board Staff Contacts List.

Policy Committee

- No report.

R.C.M.P. Liaison Committee

- No report.

Regional Community Development Committee (RCDC)

- Bringing forward a draft Bylaw Amendment to correct Bylaw: Regional Economic Development Committee (RCDC) Terms of Reference.

Regional Emergency Management Committee

- No report.

Risk-Pro Control Management Committee

Waskatenau Pryveet Dance Club

- a.) Minutes: October 4, 2016.
- b.) General Meeting Minutes: October 4, 2016.

Smoky Lake Curling Club

- c.) Minutes: August 31, 2015.
- d.) Minutes: April 15, 2016.

Friends of the Vilna Pool Hall

- e.) Minutes: August 29, 2016.

Smoky Lake Foundation

- 2017 Budget is the same as 2016.
- Will fill the deficit with funds from the surplus.
- December 7, 2016 attended board meeting and Christmas party.
- December 17, 2016 is the long service awards.
- Received a letter from Government of Alberta in regards to up to \$28,000 of funding approved.
- One staff member is back from medical leave.
- Next Meeting January 18, 2017 9:00 a.m.

Smoky Lake Region Fire and Rescue Committee

- Next Meeting is scheduled for January 20, 2017.

Smoky Lake Heritage Board

- No report.

Joint Municipalities

- Next Meeting has been rescheduled to February 6, 2017, from January 30, 2017, hosted by the Village of Vilna.

Spray Park Committee

- Addressed in Reeve's Report.

225-16: Cholak

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

Carried.

6. Correspondence:

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

227-16: Cholak

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

- a. Contact Newsletter: November 23, 2016.
- b. Contact Newsletter: November 24, 2016.

Carried.

Minister of Municipal Affairs

228-16: Orichowski

That Smoky Lake County acknowledge receipt of the letter received from Honourable Daniell Larivee, Minister of Municipal Affairs, dated 29, 2016 in regards to the acceptance of Operating Spending Plan for the Municipal Sustainability Initiative funds.

Carried.

Village of Waskatenau

229-16: Bobocel

That the letter received from Bernice Macyk, Municipal Administrator, Village of Waskatenau, dated October 31, 2016, in regards to the results of Village of Waskatenau Board/Director Appointment Organizational Meeting, held on October 27, 2016, be filed for information.

Carried.

TransCanada

230-16: Smigerowsky

That the letter received from Ashley Mathew, Project Manager, TransCanada, dated October 13, 2016, in regards to the completed construction on "Smoky Lake Control Valve", located within the land legally described as: SE-15-59-16-W4, approximately 11 kilometres east of the Town of Smoky Lake, be filed for information.


Carried.

Alberta Environment and Parks – Grazing Lease

231-16: Orichowski

That the letter received from Donna-Jean Zubko, Approvals and Dispositions Unit, Alberta Environment and Parks, dated September 19, 2016 in regards to assigning Grazing Lease No. GRL 40194, with a carrying capacity of 176 AUM's of Grazing Annually, from Kevin Wawrynchuk to U Over 4 Ranching Ltd., be filed for information.

Carried.



Car Tour Coordinator – Organ Harvesting in China

232-16: Bobocel

That the letter received from Minnan Liu, Ph.D., P.Eng, Car Tour Coordinator, dated November 2016, in regards to a request for a resolution in support of ending forced organ harvesting in China, be filed for information.

Carried.

Municipal Infrastructure Protection Conference

233-16: Cholak

That relevant administration who can attend – attend the RoaData 9th annual Municipal Infrastructure Protection Conference scheduled for January 19, 2017, at 10:00 a.m. in the Sheraton Hotel, Red Deer, Alberta.

Carried.

Thank You: Summary Listing

234-16: Smigerowsky

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

- Vilna Boomtown Days – Children Event Sponsorship

Carried.

Information Releases

235-16: Orichowski

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

Carried.

10. Bills & Accounts:

236-16: 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: Dec. 8th, 2016

Batch #	Cheque Numbers	Total of Batch
35197	41683 to 41689	\$3,492.78
35232	41690 to 41712	\$38,151.92
35290	41713 to 41729	\$716,377.27
35310	41730 to 41743	\$216,372.02
35377	41744 to 41778	\$91,418.10
35407	41779 to 41801	\$27,867.30
35419	41802 to 41808	\$124,855.98
35429	41809 to 41828	\$126,598.97
35508	41829 to 41830	\$400.00
35569	41831 to 41869	\$175,995.94
35612	41870 to 41900	\$92,301.86
35665	41901 to 41914	\$196,523.67

Total Cheques from 41683 to 41914 **\$1,810,355.81**

Direct Debit Register

Batch #	Description	Total of Batch
35430	Smoky Lake County	\$339,366.43

Total Direct Debits **\$339,366.43**

Grand Total Bills and Accounts **\$2,149,722.24**

(Note: From General Account)

Carried.

Schedule County Council Meeting(s)

237-16: Cholak

That County Council Meeting(s) be scheduled for Tuesday, **January 17, 2016**, Thursday, **February 16, 2017**, Thursday, **March 16, 2017**, Thursday, **April 20, 2017**, Thursday, **May 18, 2017**, Thursday, **June 15, 2017**, at 9:00 a.m.; to be held at the County Council Chambers.

Carried.

ADJOURNMENT:

238-16: Lukinuk

That this meeting be adjourned, time 4:00 p.m.

Carried.



REEVE

SEAL



CHIEF ADMINISTRATIVE OFFICER