

SMOKY LAKE COUNTY

Minutes of the **County Council Meeting** held on Thursday, **December 14, 2017** at 9:09 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. 14, 2017</u>
1	Dan Gawalko	Present
2	Johnny Cherniwchan	Present
3	Craig Lukinuk	Present
4	Lorne Halisky	Present
5	Randy Orichowski	Present
CAO	Cory Ollikka	Present
Asst. CAO	Lydia Cielin	Present
Finance Manager	Brenda Adamson	Present
Public Works Mgr.	Doug Ponich	Present
GIS/Communication	Paul Miranda	Present
Plan/Dev Manager	Jordan Ruegg	Present
Legislative Svcs/R.S.	Patti Priest	Present
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1 Member of the Media present:  
The Redwater Review.

No member(s) of the public.

**2. Agenda:**

119-17: Orichowski That the Agenda for Thursday, December 14, 2017 County Council Meeting be adopted, as amended:

**Addition:**

- Schedule a Policy Committee Meeting.

Carried Unanimously.

**3. Minutes:**

**Minutes of September 25, 2017 – County Council Meeting**

120-17: Cherniwchan That the minutes of the **County Council Meeting** held on Monday, September 25, 2017, be adopted as presented.

Carried.

**Minutes of October 2, 2017 – County Council Strategic Plan Priorities Meeting**

121-17: Orichowski That the minutes of the **County Council Strategic Plan Priorities Meeting** held on Monday, October 2, 2017, be adopted as presented.

Carried.

**Minutes of October 2, 2017 – County Council Budget Meeting**

122-17: Halisky That the minutes of the **County Council Budget Meeting** held on Monday, October 2, 2017, be adopted as presented.

Carried.

**Minutes of October 19, 2017 – County Council Meeting**

123-17: Halisky That the minutes of the **County Council Meeting** held on Thursday, October 19, 2017, be adopted as presented.

Carried.

**Minutes of October 26, 2017 – County Council Organizational Meeting**

124-17: Gawalko That the minutes of the **County Council Organizational Meeting** held on Thursday, October 26, 2017, be adopted as presented.

Carried.

**Minutes of November 8, 2017 – County Council Budget Meeting.**

125-17: Halisky That the minutes of the **County Council Budget Meeting** held on Wednesday, November 8, 2017, be adopted as presented.

Carried.

**Informal Minutes of November 2, 2017 – County Council Finance and Budget Orientation Training Meeting.**

126-17: Gawalko That the informal minutes of the **County Council Finance and Budget Orientation Training Meeting** held on Thursday, November 2, 2017, be adopted as presented.

Carried.

**4. Request for Decision:**

**Proposed Bylaw 1300-17: Cancellation of Undeveloped Government Road Allowance – Adjacent to Plan 1423033, Block 1, Lot 2 (19473 Victoria Trail)**

127-17: Orichowski That **Bylaw 1300-17: Cancellation of Undeveloped Government Road Allowance – Adjacent to Plan 1423033, Block 1, Lot 2 (19473 Victoria Trail)**, authorize the Municipal Council of Smoky Lake County, for the purpose of closing to public travel and disposing of, and consolidating portions of a public highway within Plan 1423033, Block 1, Lot 2, all that portion of the original government road allowance adjoining the south boundary of the SW quarter of Section 4 lying within the limits of Lot 4, Block 1, Plan 182\_\_\_\_ (*number to be determined by Alberta Land Titles*), containing 0.030 hectares (0.07 acres) more or less, be given **SECOND READING**.

Carried.

Moved by Councillor Cherniwchan that **Bylaw 1300-17: Cancellation of Undeveloped Government Road Allowance – Adjacent to Plan 1423033, Block 1, Lot 2 (19473 Victoria Trail)**, authorize the Municipal Council of Smoky Lake County, for the purpose of closing to public travel and disposing of, and consolidating portions of a public highway within Plan 1423033, Block 1, Lot 2, all that portion of the original government road allowance adjoining the south boundary of the SW quarter of Section 4 lying within the limits of Lot 4, Block 1, Plan 182\_\_\_\_ (*number to be determined by Alberta Land Titles*), containing 0.030 hectares (0.07 acres) more or less, be given **THIRD and FINAL READING**, and that the Reeve and 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.

**Request to Purchase County Owned Land - Hamlet of Warspite, Plan 3474MC School Site Addition**

128-17: Gawalko That Smoky Lake County reject the bid of \$10,500.00 from Mr. Larry Saunders, dated July 12, 2017, for the lands legally described as Plan 3474MC, School Site Addition, Roll Number 40341501, in the Hamlet of Warspite, under the authority of Smoky Lake County Policy Statement No. 61-10-01: Disposition of County Owned Property, Section 5.9.

Carried.

**Request to Purchase County Owned Land – Warspite Plan 716CL, Block 1, Lot 9**

129-17: Orichowski That Smoky Lake County reject the bid of \$3,885.00 from Mr. Earl O’Hagan, dated September 22, 2017, for the lands legally described as Plan 716CL, Block 1, Lot 9, Roll Number 40310109 in the Hamlet of Warspite, under the authority of Smoky Lake County Policy Statement No. 61-10-01: Disposition of County Owned Property, Section 5.9.

Carried.

**Policy Statement No. 08-19-01: Smoky Lake County Community Learning Council Program- Legal Host Agreement**

130-17: Orichowski That Smoky Lake County adopt **Policy Statement No. 08-19-01: Smoky Lake County Community Learning Council Program – Legal Host Agreement:**



<b>Title:</b> Smoky Lake County Community Learning Council Program - LEGAL HOST AGREEMENT	<b>Policy No:</b> 19-01
<b>Section:</b> 08	<b>Code:</b> P-I
<b>Page No.:</b> 1 of 5	<b>E</b>

<b>Legislation Reference:</b>	Alberta Provincial Statutes
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<b>Purpose:</b>	To establish a written agreement, referred to as the <b>"Legal Host Agreement"</b> between two Parties: Smoky Lake County Community Learning Council and the Legal Host – Smoky Lake County to receive grants from <b>Government of Alberta, Advanced Education – Community Adult Learning Program (CALP)</b> .
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<b>Policy Statement and Guidelines:</b>	
<b>1. STATEMENT:</b>	
1.1	Smoky Lake County officiates as the <b>LEGAL HOST</b> (Local Hosting Authority) for the Smoky Lake County Community Learning Council since January 1, 1995: a change in Designated Hosting Authority to Smoky Lake County from previously known as Smoky Lake Further Education which was originally established in November 17, 1975 under the County of Smoky Lake School Board of Education.
1.2	Smoky Lake County as the Legal Host and Community Adult Learning Program (CALP) grant recipient for the <b>Service Organization</b> Smoky Lake County Community Learning Council.
<b>2. OBJECTIVE:</b>	
2.1	The intention of this Policy is to demonstrate the accountability and effectiveness of the Legal Host model for the Smoky Lake County Community Learning Council that contributes to the effective delivery of Literacy and Foundational Learning programming and support in our community.
2.2	To establish adequate clarity and documentation with regard to the expectations, roles and responsibilities and build an understanding relationship between both parties of the continuity of the Community Adult Learning Program (CALP) with the Smoky Lake Region.
<b>3. DEFINITION:</b>	
3.1	<b>"Chief Administrative Officer"</b> is the person appointed by Council as the Chief Administrative Officer pursuant of the <b>Municipal Government Act</b> .
3.2	<b>Her Majesty the Queen in Right of Alberta:</b> is the Minister of Alberta Advanced Education.
3.3	<b>Legal Host:</b> is the Smoky Lake County, as a legal entity approved by Advanced Education to act as the legal administrator for a Service Organization, and receive the Community Adult Learning Program (CALP) Grants on behalf of the Service Organization.
3.4	<b>Service Organization:</b> Is the Smoky Lake County Community Learning Council.

<b>Policy Statement and Guidelines:</b>	
<b>4. GUIDELINES:</b>	
4.1	The Chief Administrative Officer shall exercise the authority as the Legal Host for Smoky Lake County in the capacity of the County’s responsibilities in accordance with the <b>Government of Alberta, Advanced Education – Community Adult Learning Program (CALP) Guidelines, dated July 2016,</b> and as amended from time to time.
4.2	Smoky Lake County Council in accordance with Alberta Advanced Education Community Adult Learning Program shall by motion execute annually the <b>Grant Agreement</b> between Her Majesty the Queen in Right of Alberta, Minister of Advanced Education and Smoky Lake County.
4.3	Both parties: Smoky Lake County and Smoky Lake County Community Learning Council demonstrate commitment and clarity in the relationship to seriously undertake the conduct and performance expectations within their respective roles appropriately, as approved by the Minister and funded by Community Adult Learning Program (CALP) funding to delivery direct learning opportunities for lifelong literacy and foundational learning.
<b>5. PROCEDURES:</b>	
5.1	Smoky Lake County, as the Legal Host and Smoky Lake County Community Learning Council, as the Service Organization shall demonstrate their roles and responsibilities for effective governance and administration as illustrated in a written format as per <b>Schedule "A": Legal Host Agreement.</b>
5.2	The <b>"Legal Host Agreement"</b> shall be considered as a clearly articulated written form that demonstrates Community Adult Learning Program (CALP) funds are provided to a Legal Host and ensures that the status of the employer, financial and program responsibilities of both the Legal Host and the Smoky Lake County Community Learning Council are agreed to by both parties and any amendments thereafter shall be submitted to the Department of Alberta Advanced Education.

<b>LEGAL HOST AGREEMENT</b>	<b>Schedule "A"</b>
Page 1 of 3.	
 <p><b>Smoky Lake County</b> (hereinafter referred to as "County") <b>Legal Host</b> Box 310 Smoky Lake, Alberta T0A 3C0</p>	
<b>AND</b>	
 <p><b>Smoky Lake County Community Learning Council</b> (hereinafter referred to as "Council") <b>Service Organization</b> Box 631 Smoky Lake, Alberta T0A 3C0</p>	
<p>*****</p> <p>The Smoky Lake County officiates as the <b>LEGAL HOST</b> (Local Hosting Authority) for the Smoky Lake County Community Learning Council since January 1, 1995: a change in Designated Hosting Authority to Smoky Lake County from previously known as Smoky Lake Further Education which was originally established in November 17, 1975 under the County of Smoky Lake School Board of Education.</p> <p>In this capacity the County's responsibilities are as outlined in the <b>Government of Alberta, Advanced Education – Community Adult Learning Program (CALP) Guidelines, dated July 2016</b>, and as amended from time to time.</p> <p><b>Responsibilities of the County an Incorporated Legal Host:</b></p> <p>A Legal Host is a member of the Community Adult Learning Program (CALP) and is approved by the Minister to receive Community Adult Learning Program (CALP) funding on behalf of the Council. <u>The responsibilities of a Legal Host are:</u></p> <ol style="list-style-type: none"> <li>1. To act as the legal employer of individuals hired to administer the Community Adult Learning Program (CALP) in the community and continue to provide employee benefit and payroll services.</li> <li>2. To act as the legal financial administrator for Community Adult Learning Program (CALP) grant funds and ensure that the Community Adult Learning Program funds can be accounted for distinctly and separately from other funds received and conduct an annual review of the financial records on the basis as per Council fiscal year.</li> <li>3. Provide a representative to serve as a member on the Council as a decision-making body.</li> <li>4. To provide commercial general liability insurance coverage of not less than \$2,000,000.00 inclusive per occurrence, insuring against Bodily Injury, Personal Injury, and Property Damage, including loss of use, which will automatically fall under the County's main Liability Insurance Policy that will cover the Council and activities involved in the Community Adult Learning Program (CALP) in the community.</li> <li>5. Provide Office and Meeting Space, IT Support Services, Photocopying Services and Postage Services (not bulk mailing) at no cost to the Council.</li> <li>6. Provide County Cell Phone Coverage Plan at no cost. Cell Phone usage costs shall be reimbursed to the County.</li> <li>7. To protect the personal information of learners in the collection, use and disclosure of information as stipulated in the <i>Freedom of Information and Protection of Privacy Act (FOIP)</i> and <i>Protection of Individual Privacy Act (PIPA)</i> and accommodate all formal requests.</li> <li>8. This "Legal Host Agreement" shall be considered as a clearly articulated written form that demonstrates Community Adult Learning Program (CALP) funds are provided to a Legal Host and ensures that the status of the employer, financial and program responsibilities of both the Legal Host and the Smoky Lake County Community Learning Council are agreed to by both parties and any amendments thereafter shall be submitted to the Department.</li> </ol> <p style="text-align: center;"><b>Please note: Should any party representative change upon the execution of the agreement – a new Legal Host Agreement shall be executed.</b></p>	
<p style="text-align: left; margin: 0;">Schedule "A": Legal Host Agreement</p> <p style="text-align: right; margin: 0;">Page 3 of 5.</p>	

<b>LEGAL HOST AGREEMENT: Continued</b>	<b>Schedule "A"</b>
Page 2 of 3.	
<p><b>Responsibilities of Council as the Service Organization:</b></p> <p>As an eligible Service Organization of the Community Adult Learning Program (CALP) and is approved by the Minister to be funded by Community Adult Learning Program (CALP) funding on behalf of the County. <u>The responsibilities of the Service Organization are:</u></p> <ol style="list-style-type: none"> <li>1. To operate as an effective non-for-profit Service Organization with sound practices in governance and in the planning and management of its programs, finances, and personnel; and oversees the direct learning opportunities enabled and be in compliance with the Community Adult Learning Program (CALP) Grant and Guidelines.</li> <li>2. Determine bylaws, structure and decision-making processes, and develop and adhere to operational policies and procedures, including conflict of interest guidelines, and examine and vote on matters in accordance to the written bylaws, policies and procedures of Council.</li> <li>3. Ensure that the decision-making body consists of at least five (5) individuals from within the Community, including a representative of the Legal Host. No represented employer or organization can have more than one vote on the decision-making body, including the Legal Host.</li> <li>4. Hold regular meetings and maintain a record of minutes documenting key decision made including personnel, program and funding allocations. Records Retention shall be in accordance with Council Policy.</li> <li>5. Develop and submit annual grant applications and final reports, including financial statements, in a format specified by the Department, and approved by the Legal Host.</li> <li>6. Ensure the learning opportunities, supports, and services supported by the Community Adult Learning Program meet needs, benefit learners, are provided in a cost-effective manner to maximize the use of public funds, and are provided in cooperation with other related organizations in the Community and provide the Legal Host at Council year-end with an <u>Annual Summation Report of Programs and Courses</u>.</li> <li>7. Ensure criteria are in place for reducing the social and economic barriers facing learners and processes are in place for learners to participate in programs and courses.</li> <li>8. Act as the main legal employer of individuals hired to administer the Community Adult Learning Program (CALP), and consult the Legal Host as necessary with documentation.</li> <li>9. Act as the main legal financial administrator for Community Adult Learning Program (CALP) grant funds and ensure that the Community Adult Learning Program funds can be accounted for distinctly and separately from other funds received on an annually review basis as per Council fiscal year. Provide two Financial <u>Statements and an Excel Spreadsheet Report</u> to the Legal Host: one in the month of June and one in the month of December for the County's fiscal year.</li> <li>10. Keep the Legal Host and the Department informed of changes to the current Council relationship and signing authorizes, and ensure the Department has current copies of bylaws, financial and personnel policies and procedures provided annually at Council's year-end.</li> <li>11. Ensure that all staff and volunteers who work with or may have unsupervised access to children must provide the Council a current security clearance/criminal record check available through the local police department; and provide the original copy to the Legal Host.</li> <li>12. Acknowledge that programs and services were made possible by funding from the <b>Government of Alberta</b> on all materials including the following, but not limited to that are printed and created, such as advertising, signage, brochures, Flyers, website, etc.</li> <li>13. Smoky Lake County Community Learning Council requires for its record documentation acknowledging that Smoky Lake County will continue to serve as the Legal Host for our Council and upon the execution of the "Legal Host Agreement", it shall be considered as a written form that <b>Smoky Lake County as the Legal Host demonstrates commitment to lifelong foundational learning which is greatly appreciated.</b></li> </ol> <p style="text-align: center;">*****</p>	
<p style="text-align: left; margin: 0;">Schedule "A": Legal Host Agreement</p> <p style="text-align: right; margin: 0;">Page 4 of 5.</p>	

Section 08	Policy: 19-01	
<b>LEGAL HOST AGREEMENT: <i>Continued</i></b>		<b>Schedule "A"</b>
		Page 3 of 3.
<b>SMOKY LAKE COUNTY COMMUNITY LEARNING COUNCIL</b> agrees with the terms of the <b>Legal Host Agreement</b> and will continue to be the "SERVICE ORGANIZATION" UNDER THE <b>LEGAL HOST</b> Authority.		
_____	_____	
Melody Kaban – Chairperson	Date	
_____	_____	
Christine Hominiuk – Executive Program Coordinator	Date	
_____	_____	
Lydia Cielin – Secretary-Treasurer	Date	
<b>SMOKY LAKE COUNTY</b> agrees with the terms of the <b>Legal Host Agreement</b> and will continue to be the designated "LEGAL HOST" Authority.		
_____	_____	
Cory Ollikka – Chief Administrative Officer	Date	

Carried.

**County Representation: Community Learning Council**

131-17: Halisky

That Smoky Lake County approve action taken by the Chief Administrative Officer to appoint County Employee: Mary Lou Doshewnek, as the Smoky Lake County representative to the Decision-Making Body of the Smoky Lake County Community Learning Council in compliance with Community Adult Learning Program Guidelines – Section: Legal Host.

Carried.

**Community Adult Learning Program (CALP) - Legal Host Model**

132-17: Gawalko

That Smoky Lake County acknowledge receipt of the letter received from Pamela Cunningham, Director, Indigenous and Community Connections, Alberta Advanced Education, dated September 25, 2017, in regards to the Provincial Review of the Legal Host Model as the Community Adult Learning Program (CALP) Grant recipient for the Service Organization Smoky Lake County Community Learning Council with an Interim Report submission of December 1, 2017.

Carried.

133-17: Cherniwchan

That Smoky Lake County approve action taken by the Chief Administrative Officer as the Legal Host on behalf of Smoky Lake County on the letter written on November 20, 2017 to Alberta Advanced Education, Indigenous and Community Connections Branch, Attention Lindsay Manz, Grant Manager in support of the Legal Host Model, as follows:

Dear Ms. Manz,

Thank you for your letter of September 25, 2017 outlining your review of the Legal Host model/approach. We are undertaking to answer your questions with regards to the specifics of our situation. I would also like to outline our support for the legal host concept moving forward.

In your letter, you state that the Legal Host concept is "an historical, non-conventional approach to allocating grant funds, utilized to ensure that appropriate learning providers that did not meet the criteria for receiving and administering grant funding, could function as a Service Organization under the authority of a Legal Host, and deliver foundational learning opportunities in communities." This statement seems to assume that the Legal Host model is only employed to overcome a capacity deficit of a Service Organization. We believe this is erroneous. In our case, our records seem to suggest that the Legal Host model was chosen from the inception of our CLC program many, many years ago in order to create a synergy with the existing (and sufficient) capacity of Smoky Lake County administration (without duplicating effort or creating redundancies in a small community).

In fact, we believe that (aside from the fact that Advanced Education hold the ultimate accountability hammer through the grant agreement) the professional accountability streams endemic to municipal government are far better suited to the fiduciary accountability required by the provincial government than those of the relatively unregulated NGO sector. We thus find the apparent loss of confidence in the Legal Host model puzzling. If there are situations in Alberta where the Legal Host model has presented problems for your department, we believe they must be situation-specific. It is hard to believe that having a highly successful Legal Host model at play in our municipality represents an anomaly in the province.

We applaud your department's efforts to analyze the Legal Host model, and, once again, support its continuity in our Community Learning Council programming.

Yours truly,

Cory Ollikka  
Chief Administrative Officer

Carried.

134-17: Lukinuk That Smoky Lake County approve action taken by the Chief Administrative Officer as the Legal Host on behalf of Smoky Lake County in conjunction with the Smoky Lake County Community Learning Council in submitting, prior to the December 1, 2017 deadline, the 2017-2018 Community Adult Learning Program Grant Agreement - Interim Report: Schedule A.1: Performance Expectation of the Service Organization, as part of the Alberta Advanced Education Provincial Review to demonstrate the support on the effective governance and administration of Legal Host Model in receiving the Community Adult Learning Program (CALP) Grant funding.

Carried.

**Road Closure File RC: 015: SE 2-62-17-W4 & SW 1-62-17-W4 (Long Island Lake).**

135-17: Orichowski That Smoky Lake County resolve to close and consolidate the unused portion of road allowance within the Long Island Lake subdivision,

WHEREAS, the Long Island Lake Cottagers Association and Alberta Environment and Parks are aware that lots leased by members of the Long Island Lake Cottagers Association encroach onto two Statutory Road Allowances, and

WHEREAS, Smoky Lake County are desirous of rectifying the encroachments by closing and transferring administration, direction and control of said Statutory Road Allowances to Alberta Environment and Parks to be consolidated with adjacent Crown Land, and

WHEREAS, the Minister of Transportation, may, pursuant to Sec 38.1 of the Highways Development and Protection Act, close the whole or any part of a highway,

NOW THEREFORE, the Council of Smoky Lake County hereby requests the Minister of Transportation to close and transfer administration, direction and control of the following described Statutory Road Allowances to Alberta Environment and Parks:

FIRSTLY: The most Westerly 73 meters in perpendicular width of the Statutory Road Allowance adjoining the South boundary of the SW ¼ 1-62-17-W4M, containing +/- 0.15 hectares, more or less.

SECONDLY: The most Easterly 140 meters in perpendicular width of the Statutory Road Allowance adjoining the South boundary of the SE ¼ 2-62-17-W4M, containing +/- 0.28 hectares, more or less.

Excepting thereout all mines and minerals.

Carried.

**Appointment of License Inspector - Aggregate Extractions Business Licence**

136-17: Halisky That Smoky Lake County appoint Bob Novosiwsky as the “**Licence Inspector**”, and is hereby delegated the responsibility of duties to enforce provisions in accordance with **Bylaw No. 1306-17: Aggregate Extraction Business Licence Bylaw**, as amended from time to time.

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 18, 2017 to December 12, 2017:

**Legislative/Governance:**

- As the year draws to a close, we have prepared our summary of the policies Adopted and/or amended by the County this year.

- 2017 remained a busy year for our Council and Legislative Services.
- We have executed a Grant Agreement with Alberta Economic Development and Trade for the Community and Regional Economic Support (CARES) program for the Regional Community Development Committee (RCDC) initiative “Business Diversification Action Plan”.

**Administrative:**

- End Family Violence Alberta has sent their annual information on Family Violence Prevention Month.
- Municipal Planning Services (MPS) has sent their annual year end message noting their office closure dates for the Christmas Break.

**Financial:**

- There are several motions required for applying for and/or participating in some grants through Alberta Community Partnership (ACP) and Federation of Canadian Municipalities (FCM).

**Human Resources:**

- None.

**Community:**

- The Canadian Red Cross has sent us an appeal letter, likely as a result of our efforts to aid in the 2016 Fort McMurray wildfires.

**Training:**

- None.

**Strategic Priorities - Chart:**

- None.

**Summary of Policies**

137-17: Orichowski

That Smoky Lake County Council accept the Smoky Lake County 2017 Summary of Policy Changes as at December 5, 2017, as follows:

Total Management Policies Adopted = 0,  
Total Management Policies Amended = 13,  
Total Governance Policies Adopted = 9,  
Total Governance Policies Amended = 12,

and file for information.

Carried.

**Community and Regional Economic Support (CARES) Program Grant**

138-17: Halisky

That Smoky Lake County Council approve action taken as the managing partner to execute the Alberta Economic Development and Trade Grant Agreement No. 02-SLC-48-04 through the Community and Regional Economic Support (CARES) Program, for the Regional Community Development Committee’s Project: **Business Diversification Action Plan**, in the amount of \$10,250.00 with a completion date of May 1, 2018.

Carried.

**End Family Violence Alberta**

139-17: Halisky

That Smoky Lake County support the Alberta Government’s End Family Violence initiative in declaring November as Family Violence Prevention Month: 2017 theme “Reach Out - Speak Out, Go Purple in November to Show Your Support” by displaying their poster accordingly; and file for information.

Carried.

**Municipal Planning Services Ltd. (MPS)**

140-17: Gawalko That the December 2017 holiday newsletter received by Smoky Lake County from Municipal Planning Services Ltd. (MPS) in regard to their holiday hours of operation and 2017 highlights, be filed for information.

Carried.

**Alberta Community Partnership (ACP) – GIS Project Phase II**

141-17: Cherniwchan That Smoky Lake County in partnership with the Town of Smoky Lake, Village of Waskatenau, and the Village of Vilna participate in the application of the 2017-2018 Alberta Community Partnership (ACP) Grant for the Project Titled: **Regional Geographic Information System (GIS) Project Phase II Condition and Data Assessment** under the “Intermunicipal Collaboration Framework” Component Grant for the total project cost in the amount of \$200,000.00; and approve the Town of Smoky Lake to be the Managing Partner under the said application; and further agree to abide by the terms of the Conditional Grant Agreement governing the purpose and use of the grant funds.

Carried.

**Alberta Community Partnership (ACP) – Regional Ortho Photos**

142-17: Orichowski That Smoky Lake County in partnership with the Town of Smoky Lake, Village of Waskatenau, and the Village of Vilna participate in the application of the 2017-2018 Alberta Community Partnership (ACP) Grant for the Project Titled: **Regional Ortho Photos** under the “Intermunicipal Collaboration Framework” Component Grant for the total project cost in the amount of \$38,000.00; and agree to be the Managing Partner under the said application; and further agree to abide by the terms of the Conditional Grant Agreement governing the purpose and use of the grant funds.

Carried.

**Federation of Canadian Municipalities (FCM) –Asset Management & 10 Year**

143-17: Orichowski That Smoky Lake County engage MPE Engineering Ltd. to prepare and submit Smoky Lake County's grant application to the Federation of Canadian Municipalities (FCM) Asset Management Grant for the Project Titled: **Infrastructure Assessment and 10 year Capital Plan** to address the Warspite water distribution system and Warspite and Bellis sewer systems in the amount of \$50,00.00 with a Municipal contribution in the amount of \$12,500.00, for a total project cost in the amount of \$62,500.00; and further agree to abide by the terms of the Conditional Grant Agreement governing the purpose and use of the grant funds.

Carried.

**Alberta Community Partnership (ACP) – ICF Outside of County Boundaries**

144-17: Cherniwchan That Smoky Lake County in partnership with the County of St. Paul, Municipal District of Bonnyville, Lac La Biche County, County of Two Hills, and County of Vermilion River, participate in the application of the 2017-2018 Alberta Community Partnership (ACP) Grant for the Project Titled: **Smoky Lake Region Intermunicipal Collaboration Framework** under the “Intermunicipal Collaboration Framework (ICF)” Grant Component in the amount of \$200,000.00 with a Municipal contribution in the amount of \$25,000.00, for a total project cost in the amount of \$225,000.00; and approve the County of St. Paul to be the Managing Partner under the said application; and further agree to abide by the terms of the Conditional Grant Agreement governing the purpose and use of the grant funds.

Carried.



**Alberta Community Partnership (ACP) for ICF within County Boundaries**

145-17: Halisky That Smoky Lake County in partnership with the Town of Smoky Lake, Village of Waskatenau, and the Village of Vilna participate in the application of the 2017-2018 Alberta Community Partnership (ACP) Grant Application for the Project Titled: **Smoky Lake Region Intermunicipal Collaboration Framework** under the “Intermunicipal Collaboration Framework” Component for the Grant for the total project cost in the amount of \$75,000.00; and approve the Village of Waskatenau to be the Managing Partner under the said application; and further agree to abide by the terms of the Conditional Grant Agreement governing the purpose and use of the grant funds.

Carried.

**The Canadian Red Cross**

146-17: Orichowski That the letter received by Smoky Lake County on December 11, 2017, from Conrad Sauve, President and CEO, Canadian Red Cross in regard to the Canadian Red Cross partnering with Walmart Canada in a fundraising campaign and requesting a monetary donation, be filed for information.

Carried.

**Financial Update**

As annexed to the minutes:

↳ Financial Statement for the Months: **None.**

**Action List(s):**

- ↳ Action List(s):
- i. County Council Meeting: September 25, 2017.
  - ii. County Council Strategic Plan Priorities Meeting: Oct. 2, 2017.
  - iii. County Council Budget Meeting: October 2, 2017.
  - iv. County Council Meeting: October 19, 2017.
  - v. County Council Organizational Meeting: October 26, 2017.
  - vi. County Council Budget Meeting: November 8, 2017.

147-17: Halisky That the updated report for the period of October 18, 2017 to December 12, 2017 by the Chief Administrative Officer, be accepted and filed for information.

Carried.

**7. Delegations**

**Croswell Construction Co. Ltd**

Present before County Council at 10:10 a.m. to 10:13 a.m. was Dale Croswell, Dale Croswell Construction Co. Ltd. to discuss a Winter Haul Road Agreement.

148-17: Cherniwchan That Smoky Lake County execute a Haul Road Agreement with an amendment for the months of January and February, 2018 with Dale Croswell Construction Co. Ltd. / DDC Sand & Gravel to haul approximately 30,000 tonnes, provided the conditions are right, from Township Road 610 South on Range Road 181 to Township Road 604 and West to Highway 831.

Carried.

**Smoky Lake Public Library**

Present before County Council at 10:13 a.m. to 10:30 a.m. was Melody Kaban, Librarian, Smoky Lake Public Library to give a verbal report in regard to additional funding required for the Library’s Student Programs.

**Smoky Lake Public Library**

149-17: Orichowski That Smoky Lake County increase the **annual** commitment to the Smoky Lake Public Library from \$1,500.00 (as per the February 23, 2009 Council Motion #295-09) to \$2,000.00 as of Year 2018; and recommend they submit an application through the Family and Community Support Services (FCSS) Grants to Individuals and Organizations for further funding towards their Youth Programming.

Carried.

**Landowner Filesha Przekop represented by John Anderson**

Present before County Council at 10:31 a.m. to 11:00 a.m. was John Anderson to further discuss his correspondence received by Smoky Lake County on November 24, 2017 on behalf of Filesha Przekop in regard to issues with residential building permits, inspections and construction.

**Municipal Planning Services (2009) Ltd.**

Present before County Council at 10:30 a.m. to 1:55 p.m. was Jane Dauphinee, Senior Planner from Municipal Planning Services (2009) Ltd. as an expert resource on Municipal Planning and Land Development.

Doug Ponich, Public Works Manager and Paul Miranda Communications / GIS Director left Council Chambers, time 10:30 a.m.

**Executive Session:**

**Legal Issue: Inspections Group Inc.**

150-17: Orichowski That Smoky Lake County Council go into Executive Session, to discuss a Legal Issue in regard to the Inspections Group Inc., under the authority of the FOIP Section 16: Third Party Business Interests, time 10:31 a.m.

Carried.

John Anderson left Council Chambers, time 11:00 a.m.

Craig Lukinuk, Reeve, and Brenda Adamson, Finance Manager, left Council Chambers, time 11:09 a.m.

Doug Ponich, Public Works Manager, and Bob Novosiwsky, Public Works Road Foreman entered Council Chambers; and Thomas Ponich, Natural Gas Manager, left Council Chambers time 11:10 a.m.

Craig Lukinuk, Reeve and Gene Sobolewski, Project Manager, Associated Engineering Alberta, entered Council Chambers, time 11:11 a.m.

Brenda Adamson, Finance Manager, entered Council Chambers, time 11:13 a.m.

151-17: Cherniwchan That Smoky Lake County Council go out of Executive Session, time 11:58 a.m.

Carried.

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

**11:59 – 12:00 p.m.**

**Question:** None.

**County Reply:** N/A.

**Meeting Recessed** Meeting recessed for Lunch, time 12:00 p.m.

**Meeting Reconvened** The meeting reconvened on a call to order by Reeve Craig Lukinuk at 12:59 p.m. in the presence of all Council, the Chief Administrative Officer, the Assistant Chief Administrative Officer, Finance Manager, Public Works Manager, Communications/GIS Manager, Planning & Development Manager, and Recording Secretary.

## 7. Delegation

### **Associated Engineering**

Present before County Council at 1:00 p.m. to 1:19 p.m. was Gene Sobolewski, Project Manager from Associated Engineering Alberta Ltd. to provide a verbal report on the tender progress for Bridge File: 79279 located near Hillside Acres on Range Road 133A, that included the following points:

- The Tender Opening is scheduled for Thursday January 4, 2018.
- Three companies scored over 70 on the prequalification to bid:
  - In-line Contracting Ltd.
  - Prairie North Construction Ltd.
  - PSA Construction Inc.

### **Bonnie Lake Resort Development Proposal - Ed Basaraba**

Present before County Council at 1:20 p.m. to 1:43 p.m. was Ed Basaraba, Developer, Bascor Developments Ltd., to discuss a subdivision phase for development at Bonnie Lake Resort.

Council indicated the next steps would be to make an application to amend the Bonnie Lake Area Structure Plan and Municipal Development Plan, as the proposal presented does not comply with the current plans.

Thomas Ponich, Natural Gas Manager, Gene Sobolewski, Project Manager from Associated Engineering Alberta Ltd., and Jane Dauphinee, Senior Planner from Municipal Planning Services, left Council Chambers, time 1:55 p.m.

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

Brenda Adamson, Finance Manager provided an updated Financial report for the period October 19, 2017 to December 8, 2017.

### **Tax Agreement: Roll Number 15593445**

152-17: Orichowski That Smoky Lake County execute a Tax Agreement for Property Tax Roll Number 15593445, legally described as Plan 9520729 Block 1, NE-34-59-15-W4, with a total monthly payment in the amount of **\$120.00 per month** effective January 1, 2018 for eighteen (18) consecutive months, and as per Policy Statement No. 12-01-01: Tax Agreement.

Carried.

**2017 Property Tax Sale**

153-17: Orichowski That Smoky Lake County Council approve the **2017 Property Tax Sale** to schedule for Wednesday, January 3, 2018 with the following properties and reserve bids:

Roll #13592930 (NW 29-59-13-W4) \$325,000

Roll #14573420 (SW 34-57-14-W4) \$230,000

And Subject to the following conditions:

1. Each parcel will be offered for sale, subject to a reserve bid and to the reservations and conditions contained in the existing Certificate of Title.
2. These properties are being offered for sale on an “as is, where is” basis and Smoky Lake County makes no representation and gives no warranty whatsoever as to access, the adequacy of services, soil conditions, land use districting, building and development conditions, absence or presence of environment contamination, or the develop ability of the subject land for an intended use by the Purchaser.
3. No bids will be accepted where the bidder attempts to attach conditions precedent to the sale of any parcel. No terms or conditions of sale will be considered other than those specified by Smoky Lake County. No further information is available at the auction regarding the lands to be sold.
4. Terms: 10 % Cash to be deposited at the Public Auction the balance and G.S.T. will be paid by cash or certified cheque by 2:00:00 pm January 4, 2018.

Carried.

**Tax Penalty - Request for Write Off**

154-17: Halisky That Smoky Lake County deny the landowner’s written request to write off penalties in the amount of \$224.38 on Property Tax Roll Number 18602040, in accordance with the Municipal Government Act, Section 337: "A tax notice is deemed to have been received 7 days after it is sent."

Carried.

**Family and Community Support Services FCSS Funding**

155-17: Gawalko That Smoky Lake County allocate funding amounts from the 2017 Family and Community Support Services (FCSS) Grant budget in accordance with Policy No. 08-17-01: Family and Community Support Services (FCSS) grant, as follows:

Community Group	Eligibility	Funding
<b>Town of Smoky Lake FCSS</b>	Seniors with a Christmas trip to focus on social development and prevent isolation.	<b>\$ 800.00</b>
<b>Vilna Senior Citizens Recreational Society</b>	Seniors activities focusing on social development and preventing isolation.	<b>\$ 2,500.00</b>
<b>Aboriginal Arts Council of Alberta</b>	Open Heart – Finding Reconciliation through deeper understanding	<b>\$ 2,500.00</b>
<b>TOTAL</b>		<b>\$ 5,800.00</b>

Carried.

156-17: Orichowski That Smoky Lake County allocate funding amounts from the 2017 Family and Community Support Services (FCSS) Grant budget in accordance with Policy No. 08-17-01: Family and Community Support Services (FCSS) grant, as follows:

Community Group	Eligibility	Funding
Bar-V-Nook	Subject to application Dec. 20'17	\$ 1,289.00

Carried.

**2017 Financial Audit - JMD Group LLP**

157-17: Cherniwchan That the letter received from JMD Group LLP, dated November 15, 2017 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, 2017, be acknowledged and filed for information; and that Council direct feedback to JMD Group LLP through the Reeve.

Carried.

**Family and Community Support Services Funding Agreement**

158-17: Orichowski That Smoky Lake County execute with the Minister of Children and Youth Services, the 2018 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, 2018 to December 31, 2018.

Carried.

**Accounts Receivable - Account No. 3264**

159-17: Halisky That Smoky Lake County waive all penalties as of January 31, 2018 on Accounts Receivable Account Number 3264, **if payment in full is received on or before on or before January 31, 2018**, in response to the written request from the Account Holder.

Rescinded  
By Motion  
#162-17

Carried.

See Motion No. 162-17 and 163-17

**Alberta Local Authorities Reciprocal Insurance Exchange (ALARIE)**

160-17: Halisky That Smoky Lake County transfer the funds received from the Alberta Association Municipal Districts and Counties (AAMDC) for the close out of the precursor to Jubilee Insurance: a company known as Alberta Local Authorities Reciprocal Insurance Exchange (ALARIE) in the amount of \$138,035.80 into reserves.

Carried.

161-17: Orichowski That the Management Report received for the period of October 19, 2017 to December 8, 2017, from Brenda Adamson, Finance Manager, be accepted and filed for information.

Carried.

**Accounts Receivable - Account No. 3264**

162-17: Halisky That Smoky Lake County Council Rescind the December 14, 2017 County Council Motion Number 159-17.

Carried.

163-17: Halisky That Smoky Lake County waive penalties in the amount of **\$500.00** on Accounts Receivable Account Number 3264, **if payment in the amount of \$1,069.05 is received on or before on or before January 31, 2018**, in response to the written request from the Account Holder.

Carried.

Reeve's Report:

Reeve Craig Lukinuk presented the following written report:



**Reeve's Report**

For October 16, 2017 to November 30, 2017

October 17, 2017 - Regional Community Development Committee (RCDC) held in County Chambers:

- Agreed to add "Regional Community Alternative Transportation for Seniors and Medically-at-Risk" to the list of priorities.
- Executed the 2017-18 Community and Regional Economic Support Program (CARES) grant agreement for the project: Business Diversification Action Plan.
- Reallocated the Community Economic Development Officer's in-house schedule to:
  - ½ day per month each at the Village of Vilna & Waskatenau Municipal Offices,
  - 1 day per month at the Town of Smoky Lake Municipal Office,
  - and the remainder in-house office time at the Smoky Lake County Municipal Office.

October 19, 2017 - County Council Meeting held in County Council Chambers:

- The County is selling Plan 716CL, Block 1, Lot 9, in the Hamlet of Warspite in accordance with Policy No. 61-10-01, with a reserve bid of \$23,650.00 + GST.
- Policy Statement No. 03-14-11: Haul Road Agreement, was amended.
- Bylaw No. 1308-17: to provide operating expenditure borrowing and short-term capital property borrowing with an Operating Line-of-Credit not to exceed \$5,000,000.00 and Corporate MasterCard Account with a credit limit of \$50,000.00, was given the THIRD and FINAL READING.
- The 2017 Property Tax Sale was re-scheduled to Tuesday, December 12, 2017 at 10:00 a.m. in County Council Chambers.
- H.A. Kostash School was given \$2,750.00 of the FCSS funding for: travel and accommodations to the Alberta Schools Leadership Conference in Airdre, and their Show Thankfulness Appreciation Respect (STAR) Program.
- Council accepted several bids to sell various County Equipment that was advertised for sale.
- Appointed Noel Simpson to the position of Regional Community Development Committee (RCDC) Public-At-Large member.

October 26, 2017 - County Council Organizational Meeting held in County Council Chambers:

- Results are as follows:
  - REEVE: Craig Lukinuk, Division 3
  - DEPUTY REEVE: Randy Orichowski, Division 5
  - COUNCILLORS: Dan Gawalko, Division 1  
Johnny Cherniwchan, Division 2  
Lorne Halisky, Division 4
- Committee/Board Appointments are as follows:
  - AGRICULTURAL SERVICE BOARD  
All Councillors
  - AGRICULTURAL ISSUES ADVISORY COMMITTEE  
Chairperson, Vice-Chairperson & any Councillors and call on 3 Public-at-Large Members
  - AGRICULTURAL SERVICE BOARD INDEPENDENT APPEAL BOARD FOR WEED CONTROL  
Members-at-Large: Barry Feniak, Norman Schmidt & Robert Semeniuk, Alt: Ed Doktor
  - ALBERTA CARE COMMITTEE  
Dan Gawalko, Alternate: Randy Orichowski
  - COMPOSITE ASSESSMENT REVIEW BOARD  
Craig Lukinuk, Alternate: Lorne Halisky  
Public-at-Large: Sue Landiak, Alternate: Vacant
  - CORRIDOR COMMUNICATIONS INCORPORATED  
Craig Lukinuk, Alternate: Johnny Cherniwchan
  - DOCTOR RETENTION & RECRUITMENT COMMITTEE  
Reeve, Alternate: Deputy Reeve
  - EVERGREEN REGIONAL WASTE MANAGEMENT COMMISSION  
Randy Orichowski, Alternate: Lorne Halisky
  - FAMILY COMMUNITY SUPPORT SERVICES  
All Councillors
  - FAMILY SCHOOL LIAISON COMMITTEE  
Craig Lukinuk & Randy Orichowski, Alternate: Lorne Halisky
  - FIRE & RESCUE LIAISON COMMITTEE  
Vilna Fire Dept.: Dan Gawalko Alt.: Johnny Cherniwchan  
Smoky Lake Fire Dept.: Craig Lukinuk Alt.: Lorne Halisky  
Waskatenau Fire Dept.: Randy Orichowski Alt.: Lorne Halisky
  - FIRE PROTECTIVE SERVICES COMMITTEE  
All Councillors
  - GOVERNMENT LIAISON COMMITTEE  
Reeve, Deputy Reeve & Councillors as deemed necessary.
  - HIGHWAY 28/63 REGIONAL WATER SERVICES COMMISSION  
Randy Orichowski & Dan Gawalko, Alternates: Lorne Halisky & Johnny Cherniwchan
  - IN-HOUSE SAFETY COMMITTEE  
Lorne Halisky, Alternate: Johnny Cherniwchan
  - LOCAL ASSESSMENT REVIEW BOARD  
Craig Lukinuk, Alternate: Lorne Halisky, Public-at-Large: Sue Landiak, Alternate: Vacant
  - MUNICIPAL PLANNING COMMISSION  
Lorne Halisky, Dan Gawalko & Randy Orichowski
  - NEGOTIATING COMMITTEE  
Craig Lukinuk, Johnny Cherniwchan, Lorne Halisky, Alts: Dan Gawalko and Randy Orichowski
  - NORTH EAST ALBERTA HUB  
Lorne Halisky, Alternate: Dan Gawalko
  - NORTH EAST MUNI-CORR LTD.  
Johnny Cherniwchan, Alternate: Dan Gawalko
  - NORTHERN LIGHTS LIBRARY SYSTEM  
Craig Lukinuk, Alternate: Randy Orichowski
  - POLICY COMMITTEE  
All Councillors
  - R.C.M.P. LIAISON COMMITTEE  
Lorne Halisky, Alternate: Dan Gawalko
  - REGIONAL COMMUNITY DEVELOPMENT COMMITTEE (RCDC)  
Lorne Halisky & Craig Lukinuk, Alt: Dan Gawalko, Public-at-Large: Kurt Holdis & Noel Simpson
  - REGIONAL EMERGENCY MANAGEMENT ADVISORY COMMITTEE  
Reeve, Alternate: Deputy Reeve
  - RISK PRO MANAGEMENT COMMITTEE  
Reeve, Alternate: Deputy Reeve
  - ROAD BAN COMMITTEE  
Reeve, Alternate: Deputy Reeve & Public Works Manager and CAO
  - SMOKY LAKE COUNTY REGIONAL HERITAGE BOARD  
Members-at-Large: Noreen Easterbrook, Carol Trider, Graham Dalziel, Christine Hansen, Michelle Wright and Leon Hunter-Boychuk
  - SMOKY LAKE FOUNDATION  
Dan Gawalko & Randy Orichowski, Alternates: Lorne Halisky & Craig Lukinuk
  - SMOKY LAKE REGION FIRE AND RESCUE COMMITTEE  
Lorne Halisky & Craig Lukinuk, Alternate: Johnny Cherniwchan
  - SUB-DIVISION & DEVELOPMENT APPEAL BOARD  
Johnny Cherniwchan & Craig Lukinuk  
Members-at-Large: Grant Gillund, Christine Hansen, Sue Landiak, Richard Dubetz, Dominique Cere, Jerry Melnyk, & Ron Bobocel

UTILITIES COMMITTEES: NATURAL GAS COMMITTEE & ENVIRONMENTAL OPERATIONS  
All Councillors

- October 30-31, 2017 - Municipal Affairs Regional Training Session held in Camrose:
- Received information on the Municipal Government Act Review, Bylaws, Policies & Process, Financial Planning Requirements, Tax & Assessment, and Council Code of Conduct.
- November 2, 2017 - County Council Budget Orientation Meeting held in County Council Chambers:
- Received a present from Grant Thornton Partners: Patti Walsh, CA, BComm and Meghan DeRoo McConnan, CA, on Municipal Finance and Budget.
- November 3, 2017 - Federation of Alberta Gas Co-ops Zone 3 & 4 Meeting held in Lac La Biche:
- Randy Orichowski was acclaimed as the Zone 3 representative for the Resolution Committee.
  - The 2018 Spring Zone 3 & 4 Meeting will be held in Redwater.
- November 8, 2017 - County Council Budget Meeting held in County Council Chambers:
- Adopted the 2018 15-Year Vehicle Replacement Plan.
  - Adopted the 2018 15-year Equipment Replacement Plan.
- November 14-17, 2017 - Alberta Association of Municipal Districts & Counties (AAMDC) Convention Meeting held in Edmonton:
- Attended the Reeves and Mayor meeting.
  - Voiced concerns surrounding the increase of Rural Crime.
  - Received information from an Economic Development session.
  - 23 Resolutions were brought forward for discussion.
- November 18-17, 2017 - Lions Club 70<sup>th</sup> Anniversary Gala held in Smoky Lake:
- Celebrated 70 years of Service in Smoky Lake.
- November 22, 2017 - In-House Safety Committee Meeting held in County Council Chambers:
- Rick Smith, County Public Works employee, was re-elected as the Chairperson for the In-House Safety Committee, and Dana Drew Crew, County Public Works employee, was elected as the Vice-Chairperson.
  - Discussions were held surrounding Safety Policies and the importance of them being reviewed.
- November 27-30, 2017 - Federation of Alberta Gas Co-ops Convention held Edmonton:
- Tom Kee is the new Executive Director replacing retiree: Lyle Kuzik.
  - There is a projected 26 cent increase to the riser levy.
  - Federation of Alberta Gas Co-ops has raised over \$280,000 for the MS Society to date through their Charity Golf Classic.

Sincerely,  
Craig Lukinuk  
Smoky Lake County Reeve

164-17: Orichowski That the Reeve's Report received for October 13, 2017 to November 30, 2017, be accepted.

Carried.

**Management Reports:**

**Public Works Manager  
Three-Year Road Plan**

165-17: Gawalko That Smoky Lake County amend the 2017 Three-Year Road Plan - "Resurfacing" Project R1611: Range Road 141 between Township Road 600 and 601, by deferring the said project to the 2018 Three-Year Road Plan, due to adverse construction conditions in this particular area during the 2017 season.

Carried.

**Public Works Foreman  
Roadway License Agreement**

166-17: Cherniwchan That Smoky Lake County enter into a Roadway License Agreement with John Romaniuk for the purpose of accessing his 15 acres of pasture to control grass, and prevent a fire hazard, through Township Road 584 between legal land descriptions: SE-25-58-13-W4 and NE-24-58-13-W4, for 20 years; expiring on December 14, 2037.

Carried.

**Safety Officer  
2017 In-House Safety Audit**

167-17: Orichowski That Smoky Lake County acknowledge receipt of the Alberta Municipal Health and Safety Association (AMHSA) Summary Score Sheet and extend congratulations and appreciation to all staff in recognition of their contributions in achieving 89% on the 2017 County Internal Safety Audit and for their continued dedication towards an excellent County Safety Program.

Carried.

### **Management Reports**

168-17: Cherniwchan That the management reports received for the period between October 13, 2017 to December 5, 2017 from; Doug Ponich, Public Works Manager; Bob Novosiwsky, Public Works Road Foreman; Dave Kully, Public Works Shop Foreman; Ed English, Peace Officer; Jordan Ruegg, Planning and Development Manager; Trevor Tychkowsky, Safety Officer; and Paul Miranda, GIS/Communication Director, be accepted and filed for information.

Carried.

### **Committee Task Forces and Boards: Reports**

#### **Alberta CARE (Alberta Coordinated Action for Recycling Enterprises)**

- No Report.

#### **Corridor Communications Inc.**

- No Report.

#### **Doctor Retention & Recruitment Committee**

- Next meeting is scheduled for January 9, 2018.

#### **Evergreen Regional Waste Management Services Commission**

- Organizational Meeting was held: Steve Upham is Chairperson and Nathan Taylor is the Vice-Chairperson.
- Next meeting is scheduled for December 21, 2017.

#### **Family Community Support Services Committee**

- No Report.

#### **Family-School Liaison Committee**

- No Report.

#### **Fire and Rescue Liaison Committee**

- Smoky Lake
  - No Report.
- Vilna
  - No Report.
- Waskatenau
  - No Report.

#### **Government Liaison Committee**

169-17: Orichowski That Smoky Lake County acknowledge receipt of the letters received by each respective County Council member from Shannon Stubbs, Member of Parliament - Lakeland Constituency, congratulating them on being newly elected or re-elected in the 2017 Municipal Election.

Carried.

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

- Tender awarded to Nova Mechanical Systems Ltd. for upgrades at the Egremont, Smoky Lake and Edwand booster stations for the purpose of accommodating the Mallaig Extension Project.
- The Organizational Meeting was held: Randy Orichowski is the Chairperson and Don Romanko continues to be the Vice-Chairperson. (Thorhild County representatives were absent due to a scheduling conflict).

#### **In-House Safety Committee**

- Information included in the agenda package:
  - In-House Safety Committee Minutes: September 20, 2017.
- Meeting held on November 22, 2017.
- Next meeting is scheduled for December 20, 2017.



**Municipal Planning Commission**

- No Report.

**Northeast Alberta Information HUB**

- Unable to attend meeting scheduled for December 14, 2017.
- Town of Smoky Lake Councillor: Ross Whitelaw is scheduled to attend and has been asked to provide any feedback.

**North East Muni-Corr. Ltd**

- An Orientation Session has been scheduled for December 28, 2017.
- Next meeting is scheduled for January 8, 2018 in St. Paul.
- Acquiring easements on either side of the trail.

**Northern Lights Library Board**

- Next meeting is scheduled in Elk Point.
- Stephen Dafeo stepped down as the Chairperson.

**Schedule a Policy Committee Meeting**

- A listing of all current Policies including 248 Governance Policies and 46 Management Policies was presented to Council by the Assistant Chief Administrative Officer, for the purpose of review and understanding.
- Review for Next Policy Meeting:
  - Policy 15-05-03: Condition of Service Oath of Confidentiality,
  - Policy 01-44-01: Communications,
  - Policy 08-18-04: Council Remuneration and Expenses.

**Policy Committee Meeting**

170-17: Gawalko

That the next **Policy Committee Meeting** be scheduled for **January 23, 2018 at 9:00 a.m.**, to be held at the County Council Chambers.

Carried.

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

- No Report.

**Regional Community Development Committee (RCDC)**

- Next meeting is scheduled for December 18, 2017.

**Regional Emergency Management Committee**

- No Report.

**Risk-Pro Control Management Committee**

Added Named Insured: Minutes:

- Waskatenau Pryveet Dance Club
  - Annual Meeting Minutes: October 30, 2017.
  - General Meeting Minutes: December 5, 2017.

**Smoky Lake Foundation**

- Meeting held on November 10, 2017.
- Randy Orichowski is the Chairperson, Don Romanko, Village of Vilna, is the Vice-chairperson.
- Tentatively passed the 2018 budget with no increase or decrease in municipal requisitions.
- Next meeting is scheduled for December 15, 2017.

**Smoky Lake Region Fire and Rescue Committee**

- Continuing to pursue options for a radio communication tower due to the decommissioning of the one that is currently being used.
- Casey Caron, Village of Waskatenau is the Chairperson and Craig Lukinuk is the Vice-Chairperson.
- Next meeting is scheduled for March 9, 2018.

**Smoky Lake Heritage Board**

- The Chairperson has requested an invite to a Joint Municipalities Meeting.

**Joint Municipalities**

171-17: Gawalko

That a **Joint Municipalities Meeting** be scheduled for Monday, **January 29, 2018 at 6:00 p.m.** hosted by the Village of Vilna.

Carried.

172-17: Halisky

That the Committee Task Force and Board Reports presented by Councillors as of December 14, 2017, be accepted.

Carried.

**6. Correspondence:**

**Alberta Association of Municipal Districts and Counties (AAMDC)**

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

- a. None Received.

**Agriculture and Forestry**

173-17: Orichowski

That Smoky Lake County acknowledge receipt of the letter received from Minister Oneil Carlier, Alberta Agricultural and Forestry, dated October 13, 2017 in reply to County Council Motion number 964-17 from the August 17, 2017 County Council Meeting in regard to reinvestment into the Alberta Tree Improvement and Seed Centre located in Smoky Lake County.

Carried.

**Northern Lights Library Board**

174-17: Orichowski

That Smoky Lake County advertise for any Public-at-Large interested in serving as an alternate member of the Northern Lights Library Board to submit their names to the County.

Carried.

**North Saskatchewan Watershed Alliance**

175-17: Orichowski

That Smoky Lake County take no action to the correspondence received from David Trew, Executive Director of North Saskatchewan Watershed Alliance (NSWA), dated October 24, 2017 in regard to seeking board members for NSWA, due to the County not currently being a member of NSWA.

Carried.

**Indigenous and Community Connections, Alberta Advanced Education**

176-17: Halisky

That Smoky Lake County acknowledge receipt of the letter received from Pamela Cunningham, Director, Indigenous and Community Connections, dated October 16, 2017 in reference to the Amending Grant Agreement # AR52209-1 in the amount of \$31,453.00, representing the final payment towards the 2017/2018 Community adult Learning Program grant funding approved for Smoky Lake County Community Learning Council.

Carried.

**Municipal Government Act Amendments**

177-17: Cherniwchan

That Smoky Lake County accept for information, the Government of Alberta document entitled: Municipal Government Act - Legislative Checklist, published in October 2017; and address the Municipal Government Act Amendments accordingly.

Carried.

**Lakeland Centre for Fetal Alcohol Spectrum Disorder**

178-17: Halisky

That Smoky Lake County take no action to the donation request received from Audrey McFarlane, Executive Director of the Lakeland Centre for Fetal Alcohol Spectrum Disorder, dated July 19, 2017.

Carried.

**Minister of Municipal Affairs**

179-17: Gawalko


That Smoky Lake County acknowledge receipt of the letter received from the Honorable Shay Anderson, Minister of Municipal Affairs, dated October 6, 2017, in reply to County Council Motion 1089-17 made on September 25, 2017 in regard to the issue of uncollectable School Tax Requisitions and Senior Housing Requisitions.

Carried.

**Village of Vilna**

180-17: Orichowski

That Smoky Lake County acknowledge receipt of the information received from the Village of Vilna in regard to their Council Committee Representation assignments for Year 2017-2018, as follows:

VILLAGE OF VILNA 2017-2018 COUNCIL COMMITTEE REPRESENTATION						
		<b>Leo Chapdelaine (Mayor)</b> vilnamayor@shaw.ca, 780-623-8800 PO Box 292 Vilna AB T0A 3L0	<b>Roy Dyck (Dep. Mayor)</b> roydyck@gmail.com, 780-614-7798 PO Box 285 Vilna, AB T0A 3L0	<b>Donald Romanko (Councillor)</b> donald.romanko@gmail.com, 780-636-3936 PO Box 202 Vilna, AB T0A 3L0		
COMMITTEE	No. of Reprs.	Representative	Alternate	2 <sup>nd</sup> Alternate	Other	
1. Capital Region Assessment Services Commission	1 and 1 alternate	Leo	Roy			
2. Evergreen Regional Waste Commission	1 and 1 alternate	Leo	Don			
3. Highway 28/63 Water Commission	2 and 1 alternate	Don and Leo	Roy			
4. North-East Muni-Corr Ltd.	1 and 1 alternate	Roy	Leo			
5. NE Alberta HUB	1 Councillor	Don				
6. Dr. Recruitment & Retention	1 Councillor	Leo				
7. Public Safety/Disaster Service/Community Policing Committee	Committee of the Whole					
8. Regional Community Development Committee	1 Councillor	Roy				CAO
9. Regional Emergency Mgmt Advisory Committee	1 and 2 alternates	Don	Roy	Leo	Member Public Frank Barry DEM	
10. Regional Fire Services Committee	1 and 1 alternate	Don	Roy			
11. Smoky Lake Foundation 4 year term	1 Councillor	Don	Roy			
12. Veterans Memorial Highway Association	1 Councillor	Roy				
13. NLLS / Vilna & District Municipal Library	1 and 1 alternate	Don				CAO
14. Vilna & Dist. Fire Dept	Voluntary	As Needed Don				
15. Vilna Pool Hall Society	Voluntary/As requested					
16. Vilna & District Ag. Society	Voluntary	Leo				
17. Vilna Cares Society	Voluntary/As needed	As Needed				
18. Subdivision Authority						Municipal Planning Services
19. Subdivision & Development Appeal Board	1 Councillor and 2 Public at large		AS REQUIRED			
20. Development Authority Officer						CAO
21. St. Paul- Smoky Lake Community Futures	1 rep. from Council or Community					Member Public Lee Todd
22. Smoky Lake Heritage Board	1 rep. from Council or Community					Member Public Carol Trider

Committees by Council Member Name			
Leo Chapdelaine	Roy Dyck	Don Romanko	Other
Capital Region Assessment Services Commission	North-East Muni-Corr Ltd.	Highway 28/63 Water Commission	Director of Emergency Management - Frank Barry
Evergreen Regional Waste Commission	Regional Community Development Committee	NE Alberta HUB	St. Paul/Smoky Lake Community Futures - Lee Todd
Highway 28/63 Water Commission	Veterans Memorial Highway Association	Regional Emergency Mgmt Advisory Committee	Smoky Lake Heritage Board - Carol Trider
Dr. Recruitment & Retention	ALT - Capital Region Assessment Services Commission	Smoky Lake Foundation 4 year term	Development Authority Officer - CAO
Vilna & District Ag. Society	ALT - Highway 28/63 Water Commission	Regional Fire Services Committee	Subdivision Authority - Municipal Planning Services
ALT - North-East Muni-Corr Ltd.	ALT - Regional Fire Services Committee	NLLS / Vilna & District Municipal Library	Vilna Municipal Library - CAO
2 <sup>nd</sup> ALT - Regional Emergency Mgmt Advisory Committee	ALT - Smoky Lake Foundation	ALT - Evergreen Regional Waste Commission	Regional Economic Development Committee - CAO
	ALT - Regional Emergency Mgmt Advisory Committee		

Carried.

**Village of Waskatenau**

181-17: Cherniwchan

That Smoky Lake County acknowledge receipt of the information received from the Village of Waskatenau in regard to their Council Committee Representation assignments for Year 2017-2018, as follows:

The Village of Waskatenau held an Organizational Meeting on October 20, 2017 and we wish to advise you of the following appointments.

**Mayor** Mr. Casey Caron  
**Deputy Mayor** Mr. Roy Krahulec  
**Councillor** Mr. Richard Warren

**Committee Appointments**

Smoky Lake Foundation  
Foundation Alternate Richard Warren  
Roy Krahulec

Evergreen Regional Waste  
Evergreen Alternate Richard Warren  
Roy Krahulec

RCDC Committee Roy Krahulec  
RCDC Alternates Casey Caron & Richard Warren

Hwy 28/63 Regional Water Services  
Commission (2 Directors) Casey Caron  
Hwy 28/63 Alternate Roy Krahulec  
Richard Warren

Smoky Lake County FSLW Program  
FSLW Alternate Casey Caron  
Richard Warren

Smoky Lake Region Emergency  
Advisory Committee Casey Caron  
Emergency Advisory Alternates Roy Krahulec & Richard Warren

Doctor Retention Committee Mayor Appointed – Casey Caron

Smoky Lake Region Fire Services  
Committee Casey Caron  
Fire Services Alternate Roy Krahulec

Carried.

**AAMDC Zone 5 District Meeting**

182-17: Orichowski That Smoky Lake County Council and Chief Administrative Officer who can attend - attend the AAMDC Zone 5 District Meeting scheduled for January 11, 2018 at Moscow Hall in Lamont County.

Carried.

**Town of Smoky Lake**

183-17: Orichowski That Smoky Lake County acknowledge receipt of the information received from the Town of Smoky Lake in regard to their Council Committee Representation assignments for Year 2017-2018, as follows:



**2017 - 2018 Council Committees  
Schedule "A"**

<u>Committee</u>	<u>Committee Member</u>	<u>Alternate</u>
Alberta Hub	Councillor Whitelaw	Councillor Morton
Alberta's Lakeland Tourism Marketing Association	Councillor Whitelaw	Councillor Makowichuk
Community Futures	Councillor Whitelaw	
Doctor Recruitment and Retention Committee	Mayor Holowaychuk Deputy Mayor Kotylak	Councillor Whitelaw
Economic Developers Alberta (EDA)	Deputy Mayor Kotylak	Councillor Makowichuk
Evergreen Waste Management Commission*	Deputy Mayor Kotylak	Mayor Holowaychuk
Family and Community Support Services Board FCSS*	Councillor Morton	Councillor Makowichuk
Gas Federation	Mayor & Council	
Highway 28/63 Water Service Commission * (2 Seats)	Mayor Holowaychuk Deputy Mayor Kotylak	Councillor Makowichuk
Joint Fire Department Committee	Mayor & Council	
Joint Municipalities	Mayor & Council	
Kalya Country Destination Marketing Association	Councillor Makowichuk	
Municipal Planning Commission	Councillor Makowichuk	Councillor Morton
North-East Muni-Corr Corporation	Councillor Makowichuk	Councillor Whitelaw
Northern Lights Regional Library	Councillor Morton	Councillor Makowichuk
Regional Community Development Committee (RCDC) *	Mayor Holowaychuk Deputy Mayor Kotylak	Councillor Whitelaw
Regional Emergency Advisory	Councillor Whitelaw	Deputy Mayor Kotylak
Regional Fire Services	Deputy Mayor Kotylak Councillor Makowichuk	
Smoky Lake Agricultural Society *	Councillor Morton	Councillor Makowichuk
Smoky Lake Foundation * (1 Seat)	Deputy Mayor Kotylak	Mayor Holowaychuk
Smoky Lake Mineral Rights Development Company	Mayor & Council	
Smoky Lake Municipal Library Board	Councillor Morton	
Subdivision and Development Appeal Board	Councillor Whitelaw	Deputy Mayor Kotylak

**2017 - 2018 Voluntary Community Committees  
Schedule "B"**

<u>Committee</u>	<u>Committee Member</u>	<u>Alternate</u>
Algonquin Shooting Club	Deputy Mayor Kotylak	
Flower Power	Mayor & Council	
Friends of CN	Councillor Morton	
Smoky Lake Curling Club	Councillor Morton	
Smoky Lake & District Chamber of Commerce	Councillor Whitelaw	
Smoky Lake Pumpkin Growers Association	Councillor Whitelaw	
Smoky Lake Riding Club	Mayor Holowaychuk	
Smoky Lake Rural Crime Watch	Councillor Makowichuk	
Smoky Lake Senior Citizens Club	Deputy Mayor Kotylak	
Smoky Lake Town & Country Golf Club	Councillor Makowichuk	
Smoky Lake Trail Twisters	Deputy Mayor Kotylak	

Carried.

**Smoky Lake Lions Club and Family Branch**

184-17: Orichowski That Smoky Lake County Council approve action taken by the Reeve in attending the Smoky Lake Lions Club and Family Branch Club's 70<sup>th</sup> Charter Night at the Smoky Lake Agricultural Complex; and provide a Certificate of Appreciation along with a \$100.00 donation to the Smoky Lake Lions Club.

Carried.

**Landowner Filesha Przekop represented by John Anderson**

185-17: Gawalko That the correspondence received by Smoky Lake County from John Anderson on behalf of landowner Filesha Przekop, dated November 2017 in regard to issues with Permit Companies and other related departments be forwarded to the County's procedures and c.c. the Inspections Group Inc. for follow up with the Planning and Development department and inform landowner.

Carried.

**Reynolds Mirth Richards and Farmer LLP**

186-17: Cherniwchan That Smoky Lake County Council and relevant Administration who can attend – attend Reynolds Mirth Richards and Farmer LLP's Annual Municipal Law Seminar, scheduled for February 16, 2018, in Edmonton, Alberta.

Carried.

**Brownlee LLP 2018 Municipal Law Seminar**

187-17: Halisky That Smoky Lake County Council and relevant Administration who can attend – attend Brownlee LLP's 2018 Emerging Trends in Municipal Law Seminar scheduled for February 15, 2018, in Edmonton, Alberta.

Carried.

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

188-17: Gawalko That the correspondence received from the Highway 28/63 Regional Water Services Commission, dated December 5, 2017, in regard to re-confirming the appointment of: Smoky Lake County as the Managing Entity, and Smoky Lake County's Chief Administrative Officer as the Manager for Year 2018 of the Commission, be acknowledged for information.

Carried.

**Alberta Order of Excellence**

189-17: Halisky That Smoky Lake County advertise the Alberta Order of Excellence award for awareness on Social Media and promote Self-Nominations, in response to the correspondence received from Andrew C.L. Sims, Chair for the Alberta Order of Excellence, dated November 30, 2017.

Carried.

**Village of Waskatenau Library Board**

190-17: Orichowski That Smoky Lake County request the Village of Waskatenau Library Board to provide a project budget update on the deck and wheelchair ramp at the Anne Chorney Public Library, for the purpose of further discussion at a future County Council meeting, in response to the request for donation, from Morgan Thompson, Secretary, Village of Waskatenau Library Board, dated December 7, 2017.

Carried.

**Thank You: Summary Listing**

191-17: Orichowski That Smoky Lake County file for information the October 2017 Summary Listing of Thank You's received from organizations extending appreciation of support:

- Verbal Thank You from Smoky Lake Foundation to Public Works for delivering sand.

Carried.

**Information Releases**

192-17: Halisky That Smoky Lake County file for information the “Information Released” calendar for November and December 2017.  
Carried.

**10. Bills & Accounts:**

193-17: 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. 14th, 2017*

Batch #	Cheque Numbers	Total of Batch
39010	43898 to 43949	\$138,482.30
39027	43950	\$7,883.52
39075	43951 to 43973	\$59,848.82
39112	43974 to 43977	\$3,057.00
39201	43978 to 44028	\$209,938.04
39290	44029 to 44074	\$43,720.90
39325	44075 to 44085	\$164,039.56
39379	44086 to 44117	\$177,684.51
39404	44118 to 44120	\$18,200.35
39454	44121 to 44145	\$23,762.09
39469	44146 to 44157	\$28,416.04
39539	44158 to 44201	\$502,953.10
39593	44202 to 44211	\$92,751.33
39622	44212 to 44227	\$61,225.12
39694	44228 to 44272	\$293,713.98
39713	44273 to 44274	\$44,734.30
39759	44275 to 44320	\$87,199.71

**Total Cheques from 43898 to 44320**      **\$1,957,610.67**

**Direct Debit Register**

Batch #	Description	Total of Batch
39428	Smoky Lake County	\$367,385.93

**Total Direct Debits**      **\$367,385.93**

**Grand Total Bills and Accounts**      **\$2,324,996.60**  
*(Note: From General Account)*

Carried.

**County Council Meeting(s)**

194-17: Orichowski That the next **County Council Meeting** be scheduled for Thursday, **January 25, 2018** and Thursday, **February 22, 2018**, at **9:00 a.m.** to be held at the County Council Chambers.

Carried.

**Committee of the Whole Meeting**

195-17: Orichowski That the next **Committee of the Whole Meeting** be scheduled for Thursday, **January 4, 2018** at **10:00 a.m.**, to be held at the County Council Chambers.

Carried.

**Inter-Municipal Development Plan (IDP) Advisory Committee**

196-17: Lukinuk That Smoky Lake County appoint Councillor, Craig Lukinuk to the **Inter-Municipal Development Plan (IDP) Advisory Committee**, with the County of St. Paul (Managing Partner), Municipal District of Bonnyville, Lac La Biche County, County of Two Hills, and County of Vermilion River.

Carried.

**ADJOURNMENT:**

197-17: Lukinuk That this meeting be adjourned, time 4:18 p.m.

Carried

\_\_\_\_\_  
REEVE

**S E A L**

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER