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SMOKY LAKE COUNTY

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Minutes of the **County Council Committee of the Whole Meeting for the purpose of GIS** on **Friday, May 10, 2019** at **9:04 A.M.** in County Council Chambers.

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

		ATTENDANCE
<u>Div. No.</u>	<u>Councillor(s)</u>	<u>Friday, May 10, 2019</u>
1	Dan Gawalko	Present
2	Johnny Cherniwchan	Present
3	Craig Lukinuk	Present
4	Lorne Halisky	Present
5	Randy Orichowski	Present
CAO	Cory Ollikka	Absent
Asst. CAO	Lydia Cielin	Present
Finance Manager	Brenda Adamson	Present
Legislative Svcs/R.S.	Patti Priest	Present

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<u>Members of Staff in attendance:</u>

Doug Ponich – Public Works Manager	Present @ 9:18 a.m.
Dave Kully – Public Works Shop Foreman	Absent
Ed English – Peace Officer/Rec. Manager	Absent
Jordan Ruegg, Planning & Dev. Manager	Absent
Tori Cherniawsky – Agricultural Fieldman	Present
Daniel Moric – Nat. Gas Manager	Present @ 11:03 a.m.
Scott Franchuk – Fire Chief	Absent
Terry Bodnar – Env. Op. Technician	Present
Paul Miranda – GIS/Comm. Director	Present
Carole Dowhaniuk – GIS Technicien	Present

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No Members of the Media or Public were present.

2.   <u>Agenda:</u>

685-19: Orichowski

That the Smoky Lake County Council Committee of the Whole Meeting for the purpose of GIS Agenda for Friday, May 10, 2019, be adopted, as amended:

> <u>Addition to the Agenda:</u>
> 1. RCMP Event – May 11, 2019.
> 2. Update on Intermunicipal Collaboration Framework (ICF).

Carried Unanimously.

3.   <u>Minutes:</u>

No Minutes.

4.   <u>Request for Decision:</u>

No Request for Decision.

5.   Issue for Information:

Smoky Lake County's GIS (Geographical Information System)

Present before Council was Carole Dowhaniuk, GIS Technician and Paul Miranda, Communication/GIS Director to provide an overview of the Smoky Lake County's GIS (Geographical Information System) as compiled and viewed through the software: MuniSight.

Data Layer Name	Data Source	Update Schedule	Data Layer Name	Data Source	Update Schedule
Base Feature			**Property Features**		
Surrounding Municipalities	AltaLIS	on request	Cadaster	AltaLIS	Monthly
County Boundary	AltaLIS	on request	Addresses	tax department	Monthly
Alberta Roads	AltaLIS	on request	Adresses (Ortho)	tax department	Monthly
Hydro Features (Hydro Line)	AltaLIS	on request	House Numbers	tax department	Monthly
Hydro Features (Hydro Area)	AltaLIS	on request	Owner Names	lables created from cadaster layer	Spring/fall
Roads	AltaLIS	on request	Roll Numbers	tax department	Monthly
Roads (Road Labels)	lables created from roads layer	on request			
Iron Horse Trail	AltaLIS	on request	Map Points- *Residential, Government,*	AAG Assesment data	Annually
Iron Horse Trail Trestle location	AltaLIS	on request	Section Grid	AltaLIS	on request
Township Grid	AltaLIS	on request	Section Label	lables created from section grid	on request
Map Labels	lables created from Towns layer	on request	LSD Grid	AltaLIS	on request
Contours/Elevations	AltaLIS	on request	**Election**		
Parks	AltaLIS	on request	Election Polling Station	CAO	Election
Reserves/Settlements	AltaLIS	on request	School Districts	Aspein View	Election
Railway	AltaLIS	on request	Electoral District Candidate	CAO	Election
			Electoral District	CAO	Election

Finance Department:

Brenda Adamson, Finance Manager provided a demonstration of searching a property on the public version of MuniSight which uses Altalis, Land Titles, Accurate Assessment and Bellamy data. Tax Rolls should untimely match AltaLIS data.

- Information provided by AltaLIS, which is owned by the province and used for Alberta Land Titles.
- Carleigh McMullin, Tax Clerk manually enters data from Land Titles twice a month and, also manually enters phone numbers when provided from rate payers into the Bellamy System, which is downloaded and automatically populates the data the next day into MuniSight.

Public Works:

Doug Ponich, Public Works Manager spoke to the Transportation layer on MuniSight. Culverts are mapped in the Transportation layer.

- In 2007 MuniSight physically drove our roads and noted all visible culvert and sign locations.
- Public Works routinely provides updates on the culvert specifications, locations and installations as well as any new or missing information. The Tremble GIS device is used by crews where there is poor cell service and cell phones with the App may be used as well to identify and collect data in the future.
- Bus routes can be entered when/if provided by Aspen View.

Data Layer Name	Data Source	Update Schedule	Data Layer Name	Data Source	Update Schedule
Street Lights	MS	Needs to be done only 2 captured by bellis	**Maintenance continued**		
Transportation			2018 Gravelling	Carole/Kirstin	Updated in Spring, daily during the season
Speed Limits	Doug	As Required	2019 Gravelling	Carole/Kirstin	
Surface (roads)	MS/Doug	As Required	Gravelling 2007-2019	Carole/Kirstin	
Signs/Posts	MS/Doug	Need to update from 2008	Dust Control	Doug/Carole	Annual
Bridges	MS/Associated Eng	in the process by MS	Road Category	Doug/Carole/Kirstin	Annual
Guardrails	MS/Doug	As Required	2018 Road Projects	Doug/Carole/Kirstin	Updated in Spring, after budget is passed. Then Marked as completed once it's completed on project sheet.
Sidewalks	MS/Doug	As Required	2019 Road Projects	Doug/Carole/Kirstin	
Curb/Gutter	MS/Doug	As Required	Road Projects 2009-2019	Doug/Carole/Kirstin	
Road Width	Doug		2018 Brushing/Axing	Doug/Dwight/Carole	currently working on
Bus Routes	Aspen View	Waiting for info form AV	2019 Brushing/Axing	Doug/Dwight/Carole	Annual
Culverts	MS/Doug/Carole	Need to update from 2013	Spring Flooding	Doug/Carole/Dwight	Annual
Video Data	MS	2007 rural rds 2016 hwys	2018-2019 Snow clearing flags	PW/Carole	Annual
Data Layer Name	Data Source	Update Schedule	senior flags	PW/Carole	Annual
Maintenance			general flags	PW/Carole	Annual
Sand Gravel Deposits	Alberta Geological Survey	On Request	2017-2018 Snow clearing flags	PW/Carole	Annual
Grader Beats	Doug/Carole	On Request	senior flags	PW/Carole	Annual
2015 Gravelling	Carole/Kirstin	Updated in Spring, after budget is passed. Then daily during the season.	general flags	PW/Carole	Annual
2016 Gravelling	Carole/Kirstin		Snow clearing 2013-2019 flags	PW/Carole	Annual
2017 Gravelling	Carole/Kirstin		Snow Clearing Flag Beats	Doug/Carole	On Request

One member of the Public entered Council Chambers, time 10:32 a.m.

Tori Cherniawsky, Agricultural Fieldman spoke to the Agriculture Layer on MuniSight. The ASB staff collect the data in the field and then downloaded and autogenerated into MuniSight. A demonstration was provided of the MuniSight AG Inspection Map which is used by the Weed Inspectors to show how the information is entered and what information is collected.

Data Layer Name	Data Source	Update Schedule
Agriculture		
AIMS Viewer		
Weed Infestations 2018	Tori/Summer Students	
Weed Infestations 2017	Tori/Summer Students	
Weed Infestations 2006-2018		
AG Viewer Pest		
Pest Infestations 2018		
Pest Infestations 2017		
Mower Beats	Tori/Carole	
Spray Data 2008-2018	Tori/Amanda	

Tori Cherniawsky, Agricultural Fieldman left Council Chambers, time 10:59 a.m.

Terry Bodnar, Water and Wastewater Technician, spoke to the Environmental Operations and Water Utilities Layers on MuniSight.

Data Layer Name	Data Source	Update Schedule
Environmental Operations		
Nuisance Grounds	Dave Franchuk	as required
Landfill	Dave Franchuk	as required
Landfill buffer 300m	Dave Franchuk	as required
Landfill buffer 450m	Dave Franchuk	as required
Mini Transfer Station	Dave Franchuk	as required
Potable Water Truckfill	Dave Franchuk	as required
Transfer Station	Dave Franchuk	as required

Data Layer Name	Data Source	Update Schedule
Wastewater Utilities		
Sanitary Lines (warspite/bellis)	Associated Engineering	as required
Sanitary Manholes (Warspite/bellis)	Associated Engineering	as required
Sanitary Lift Stations (warspite)	Associated Engineering	as required
Sanitary Lagoon (warspite/bellis)	Associated Engineering	as required

Data Layer Name	Data Source	Update Schedule
Water Utilities		
Water Lines	Associated Engineering	as required
Water Valves	Associated Engineering	as required
Manholes	Associated Engineering	as required
Water Facilities	Associated Engineering	as required
Active Water Wells	AB environment and water	on request
Inactive Water Wells	AB environment and water	on request
Water Line Equipment	Associated Engineering	as required
Water Service Connections	Associated Engineering	as required
Regional Water Line	Associated Engineering	as required

Data Layer Name	Data Source	Update Schedule
Regional Water Line * New Layers Terry is updating MS		
Water Blow Off *	Associated Engineering/Terry	Currently In progress
Water Swab Launch *	Associated Engineering/Terry	Currently In progress
Water CAV Vaults *	Associated Engineering/Terry	Currently In progress
Water Valves *	Associated Engineering/Terry	Currently In progress
Water Line Equipment *	Associated Engineering/Terry	Currently In progress
Water Lines *	Associated Engineering/Terry	Currently In progress
Water Reducers *	Associated Engineering/Terry	Currently In progress
Regional Water Line	Associated Engineering/Terry	Currently In progress

Daniel Moric, Natural Gas Manager enter Council Chambers, time, 11:03 a.m.

Scott Franchuk, Fire Chief entered Council Chambers, time 11:18 a.m.

Scott Franchuk, Fire Chief, spoke to the Emergency Services Layer. The data from this layer is populated in MuniSight by the Deputy Fire Chief. Accident information is not available to the Public MuniSight, detailed accident information is only available to authorized users. Address points in our GIS system are utilized by 911 dispatchers.

Data Layer Name	Data Source	Update Schedule
Emergency Services		
Rural Address Orange Points	Ed English	Carole updates as assigned
Rural Address Green Signs	Ed English	Annual (need to update from 2008)
Fire Hydrants	Terry Bodnar	as required
Accidents	Spencer Kotylak	Quartly
Fire Permits	Spencer Kotylak	Quartly
Fire Works	Spencer Kotylak	Quartly
Fire Type	Spencer Kotylak	Quartly
Fire Cause	Spencer Kotylak	Quartly
Address Grid	AltaLIS	on request
Address Label	lables created from address grid	on request

Jordan Ruegg, Planning and Development Manager and Kyle Schole, Planning and Development Assistant, entered Council Chambers, time 11:55 a.m.

Meeting Recessed   Meeting recessed for Lunch, time 12:07 p.m.

Meeting Reconvened The meeting reconvened on a call to order by Reeve Craig Lukinuk at 12:47 p.m. in the presence of Council members, Assistant Chief Administrative Officer, Communications/GIS Manager, Planning and Development Manager, Planning and Development Assistant, and Recording Secretary.

Daniel Moric, Natural Gas Manager, spoke to the Gas Utility Layer. The data from this layer comes from the Alberta Energy Regulator and the Province of Alberta Rural Utilities which is downloaded and automatically populated into MuniSight. We will be locating the gas lines by GPS as some of the data is from old hand drawn maps and may be inaccurate. Sandra Vollema, Owner of SRG Land Ltd. out of Edmonton administers all the crossing agreements for Smoky Lake County and registers the information with the Province.

The Layers shown in light blue below are visible to Managers and not the public so that Alberta First Call protocol is followed.

Data Layer Name	Data Source	Update Schedule
Oil Gas		
Active Wells (Oil and Gas)	Alberta Energy Utilities/Albaert Energy Regulator	
Abandoned Wells	AEU/AER	Quarterly
Abandoned Well Buffer	AEU/AER	Quarterly
Pipeline	AEU/AER	Quarterly
Facilities	AEU/AER	Quarterly
Data Layer Name	**Data Source**	**Update Schedule**
Gas Utilities		
Gas Co-op Services	Daniel/Campbell Ryder/Associatied Engineering/SRG Land/Provincial Government	Annual
Gas Co-op Low Pressure Pipeline	Daniel/Campbell Ryder/Associatied Engineering/SRG Land	Annual
Foreign Gas Pipeline	Daniel/Campbell Ryder/Associatied Engineering/SRG Land	Quarterly
Gas Line Equipment	Daniel/Campbell Ryder/Associatied Engineering/SRG Land	Annual
Gas Valve	Daniel/Campbell Ryder/Associatied Engineering/SRG Land	Annual
Regulator Station	Daniel/Campbell Ryder/Associatied Engineering/SRG Land	Annual
Metering Station	Daniel/Campbell Ryder/Associatied Engineering/SRG Land	Annual
Tap Beats	Daniel/Campbell Ryder/Associatied Engineering/SRG Land	New Layer to be added

Daniel Moric, Natural Gas Manager left Council Chambers, time 1:08 p.m.

Ed English, Parks and Recreation Manager/Peace Officer spoke to the Parks and Recreation layer. There will be a layer in the future that identifies occupants which are at a high-risk of possible violence or threat to employees will be viewable by permitted users.

Data Layer Name	Data Source	Update Schedule
Parks and Recreation-for all Sites(Regional)		
Arena/Curling Rinks	Regional/Carole	As Required
Curling Arena	Regional/Carole	As Required
Ball Diamonds	Regional/Carole	As Required
Campgrounds	Regional/Carole	Currently In progress
Community Halls	Regional/Carole	As Required
Fitness Facility	Regional/Carole	As Required
Golf Course	Regional/Carole	As Required
Recreation Areas	Regional/Carole	As Required
Playgrounds	Regional/Carole	As Required
Legion Hall	Regional/Carole	As Required
Library	Regional/Carole	As Required
Museum	Regional/Carole	As Required
Senior Drop In Centre	Regional/Carole	As Required

Ed English, Parks and Recreation Manager/Peace Officer left Council Chambers, time 1:27 p.m.

Jordan Ruegg, Planning and Development Manager, spoke to the Planning and Development layer. This layer is fed with information from the Province as well as the MuniSight PD where the Planning Department enters development Permit information.

Data Layer Name	Data Source	Update Schedule
Planning and Development		
Zoning	Jordan	As Required
Dev Perms by category 2007-2018	Jordan	Annual
Dev Perms by year 2007-2018	Jordan	Annual
Area Structure Plan	Jordan	Annual
Soil Classification	Canadian Land Inventory	Annual
Significant Historical Sites	AB Gov	Bi annual
Municipal Development Plan/ Future Zoning Label	Jordan	on request
Municipally Historical Resources	Jordan	on request
Lot/Block/Plan Labels	AltaLIS	Annual
Plan Boundaries	AltaLIS	Annual
Block Boundaries	AltaLIS	Annual
Lot Lines	AltaLIS	Annual
Title Lines	AltaLIS	Annual
Right of Ways	AltaLIS	Annual
Dimensions	AltaLIS	Annual

Jordan Ruegg, Planning and Development Manager and Kyle Schole, Planning and Development Assistant, left Council Chambers, time 2:13 p.m.

AVL (Automatic Vehicle Location) - Update

Dave Kully, Public Works Shop Foreman and Paul Miranda, Communications/GIS Director spoke to AVL (Automatic Vehicle Location) which is defined as a means for automatically determining and transmitting the geographic location of a vehicle.

This vehicle location data is collectable from approximately 40 Units including all graders, the dozer, all gravel trucks, two tandem sand

trucks and the single axle sand truck, the service truck, the Public Works Manager's and Road Foremen's truck, the Peace Officer's truck, all fire units, tractors used for snowplowing, and weed spraying units.

The AVL also can track the gravel trucks from the pit to the point where they dump their load of gravel.

County Drone - Update

Paul Miranda, Communications/GIS Director and Scott Franchuk, Fire Chief spoke to Council about the County Drone, which can be used for weed detection and identifying fire hot spots among other things. The drone camera can zoom from 1.5 miles away and take a picture as if you were standing 20 feet away.

Scott and Paul have taken the drone advanced exam which requires a minimum amount of flying time. Other employees can complete a more common basic exam.

6.   **Correspondence:**

No Correspondence.

7.   **Delegation:**

No Delegation.

8.   **Executive Session:**

No Executive Session.

ADJOURNMENT

686-19: Lukinuk   That the meeting be adjourned, time 3:58 p.m.

                Carried.

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REEVE

S E A L

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CHIEF ADMINISTRATIVE OFFICER