

**SMOKY LAKE COUNTY**

Minutes of the **County Council Meeting** held on Thursday, **August 29, 2019** 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, Aug. 29, 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	Present
Asst. CAO	Lydia Cielin	Present
Finance Manager	Brenda Adamson	Present
Public Works Mgr.	Doug Ponich	Present
GIS Technician	Carole Dowhaniuk	Present
Plan/Dev Manager	Jordan Ruegg	Present
Plan/Dev Assistant	Kyle Schole	Present
Legislative Svcs/R.S.	Patti Priest	Present

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One Member of the Media were present: The Review.

No Members of the Public were in attendance.

**2. Agenda:**

1038-19: Orichowski That the Smoky Lake County Council Meeting Agenda for Thursday, August 29, 2019, be adopted, as amended:

**Addition to the Agenda:**

1. Road Gravelling Charts.
2. Executive Session: Personnel.
3. Discussion: Agricultural Disaster.

Carried Unanimously.

**3. Minutes:**

**Minutes of June 27, 2019 – County Council Meeting**

1039-19: Halisky That the minutes of the **Smoky Lake County Council Meeting** held on Thursday, June 27, 2019, be adopted as presented.

Carried.

**Minutes of July 17, 2019 – County Council Committee of the Whole - Planning Meeting**

1040-19: Cherniwchan That the minutes of the **Smoky Lake County Council Committee of the Whole for the Purpose of Planning Meeting** held on Wednesday, July 17, 2019, be adopted as presented.

Carried.

**Minutes of July 19, 2019 – County Council Departmental Meeting**

1041-19: Orichowski That the minutes of the **Smoky Lake County Council Departmental Meeting** held on Friday, July 19, 2019, be adopted as presented.

Carried.

**Minutes of August 7, 2019 – Special County Council Meeting**

1042-19: Halisky That the minutes of the **Smoky Lake County Special Council Meeting** held on Wednesday, August 7, 2019, be adopted as presented.

Carried.

4. **Request for Decision:**

**Bylaw No. 1350-19: Bellis Firehall Municipal Historic Resource Designation**

1043-19: Orichowski That Smoky Lake County **Bylaw No. 1350-19: to Designate the Bellis Firehall, as a Municipal Historic Resource**, which is located on the land legally described as Plan 1039CL, Block 2, Lot 12, in the Hamlet of Bellis, Alberta, be given **SECOND READING**.

Moved by Councillor Halisky that Smoky Lake County **Bylaw No. 1350-19: to Designate the Bellis Firehall, as a Municipal Historic Resource**, which is located on the land legally described as Plan 1039CL, Block 2, Lot 12, in the Hamlet of Bellis, Alberta, be given **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.

**Policy Statement No. 15-04-01: Drug and Alcohol Policy**

1044-19: Cherniwchan That Smoky Lake County Policy Statement No: **15-04-01: Drug and Alcohol Policy** be adopted:

<b>Title:</b> Drug and Alcohol Policy	<b>Policy No.:</b> 04-01
<b>Section:</b> 15	<b>Code:</b> P-S
	<b>Page No.:</b> 1 of 19 <b>E</b>

<b>Legislation Reference:</b>	Alberta Provincial Statutes
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<b>Purpose:</b>	The purpose of this Policy is to create a working environment to minimize the impact of drug and alcohol risk by providing consistent guidelines for all employees of the County's expectations for appropriate behaviour and the consequences for non-compliance.
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<b>Policy Statement and Guidelines:</b>	
<b>1. STATEMENT:</b>	
1.1	Smoky Lake County recognizes and accepts the responsibility in good faith to provide its employees with a safe, healthy, and productive work environment drug and alcohol risk-free. Employees have the responsibility to report to work capable of performing their tasks productively and safely, as per <b>Policy Statement No. 02-24: Health and Safety Policy</b> .
1.2	The use of drugs, including illegal drugs and restricted drugs, the improper use of prescription or non-prescription medication, and the use of alcohol or other intoxicants can constitute a hazard and have serious adverse effects on the safety of the workplace for employees, contractors, and the public-at-large.
<b>2. DEFINITION:</b>	
2.1	<b>"Drugs"</b> means any substance, inclusive of illicit drugs, restricted drugs, and medication, as defined by this Policy, the use of which has the potential to cause impairment or intoxication, changing or affecting the way a person thinks, feels, or acts. For the purposes of this Policy, drugs of concern are those that inhibit a worker's ability to perform his or her job safely and productively.
2.1.1	<b>"Illicit Drug"</b> means any drug or substance that is not legally obtainable and whose use, sale, possession, purchase or transfer is prohibited by law (for example, street drugs such as heroin and cocaine).
2.1.2	<b>"Restricted Drug"</b> means any drug or substance capable of causing intoxication or impairment which is legally obtainable for recreational use and whose sale, purchase, possession, or transfer are restricted by law, (such as cannabis, when legalized on October 17, 2018).
2.1.3	<b>"Medication"</b> refers to a drug obtained legally by an employee and used as indicated or directed, including but not limited to those obtained by the employee with a doctor's prescription or medical document, as contemplated by the <i>Access to Cannabis for Medical Purposes Regulation</i> (as amended, repealed and replaced from time to time), and non-prescription or over-the-counter products.

Policy Statement and Guidelines:	
2.2	<b>"Drug or alcohol dependence"</b> means a mental, physical or psychological dependence on drugs, alcohol or other substances which is considered by a physician to be a medical condition/disability under Human Rights law.
2.3	<b>"Fit for Duty"</b> means being able to safely perform assigned duties and responsibilities without any risk impacts due to the use or after-affects of alcohol, drugs or medication.
2.4	<b>"Municipal Business"</b> means the official duties of Employees as described in the job description or other approved and directed duties as assigned by a Management and includes attending approved training, conferences, meetings or workshops.
2.5	<b>"Recreational Drug/Alcohol or other Substance Use"</b> means with recreational use of drugs, alcohol or other impairing substances, there is no mental, physical or psychological dependence; therefore this is not considered a mental, physical, or psychological disability under Human Rights law or a medical condition.
2.6	<b>"Safety sensitive positions"</b> shall include any position where the performance of duties with impaired physical or mental abilities creates a reasonably foreseeable risk of injury, harm, or danger, including, but not limited to those employees who are required or permitted to operate the County's vehicles, equipment, or their own personal vehicles for employment-related purposes.
2.7	<b>"Under the Influence"</b> means the use or alcohol, drugs (including Illicit, Restricted, Medication) to the extent that the employee is unable to perform job duties in a safe or productive manner, is in a physical or mental state that creates a safety risk to others or is displaying signs or symptoms of substance abuse such as slurred speech, alcohol on the breath or atypical behaviour.
<b>3.</b>	<b>OBJECTIVE:</b>  The Drug and Alcohol Policy is established to <b>"PROTECT"</b> employees of the health and safety hazards relating to the inappropriate use of drugs and alcohol:  3.1 <b>P</b> rovide consistent, fair and manageable procedures for eliminating, detecting and treating drug and alcohol substances that stand to impact an employee's work performance.  3.2 <b>R</b> ights of the employees is protected for a safe and healthy worksite from those who may be affected by the inappropriate use of drugs or alcohol at the worksite.  3.3 <b>O</b> ffer employees that require or seek help with appropriate assistance and time off for treatment.  3.4 <b>T</b> reat all issues related to drug and alcohol use with an employee with respect and confidentiality.

Policy Statement and Guidelines:	
3.5	<b>E</b> ducate and provide guidelines, procedures, and communication of the County's expectations of appropriate behaviour relating to the use of drugs or alcohol while conducting municipal business.
3.6	<b>C</b> ontributing factors of a workplace incident have to be identified and investigated, and the appropriate corrective action is administered in a timely manner.
3.7	<b>T</b> ogether work to further the mutual interests of citizens, contractors, unions, volunteers, workers and the public in minimizing the impact of drugs and alcohol, and to clearly communicate that the County strives towards a drug and alcohol risk-free work environment.
<b>4.</b>	<b>GUIDELINES:</b>  <b>4.1 Drug and Alcohol Work Rule:</b>  4.1.1 During an employee's working hours, whether on the County's premises or while conducting employment-related activities off the County's premises, including during meal periods, scheduled breaks, social events sponsored by the County (unless otherwise indicated), and on-call shifts, no employee shall:  4.1.1.1 Use, consume, possess, distribute, sell or be under the influence of Illicit Drugs, Restricted Drugs or any other intoxicants, whether a controlled or uncontrolled substance; or possess, use or offer for sale drug paraphernalia.  4.1.1.2 Use, consume, possess, distribute, sell or be under the influence of alcohol, unless authorized by the County for a specific limited purpose.  4.1.1.3 Under any circumstances, consume alcohol or use, consume, ingest, or inhale Illicit Drugs, Restricted Drugs or other intoxicants while in care and control of or responsible for any of the County's vehicle(s) or equipment, or while using the employee's vehicle for work-related purposes.  4.1.1.4 Perform any employment duties, including operate a motor vehicle, while under the influence of alcohol, Illicit Drugs, Restricted Drugs, Medication or any other intoxicant or substance, if an incident has resulted.  4.1.2 The County reserves the right to investigate any situation when there is reasonable cause to believe that alcohol or an employee is in violation of the Drug and Alcohol Work Rule.

Policy Statement and Guidelines:	
4.1.2.1	Management Supervisors are responsible for identifying situations where a search is justified based on a combination of indicators, as per <b>section 4.4.1.1</b> . They will be responsible for advising their direct Manager of the situation, who, in conjunction with the Chief Administrative Officer, Safety Officer and the RCMP may take the appropriate steps to investigate the situation.
<b>4.2 Medications:</b>	
	The County is committed to accommodating an Employee's necessary use of Prescription Medications to the extent reasonably possible without undue hardship.
	<ul style="list-style-type: none"><li>■ The legal use of prescription medications with physician directions is permitted at work providing the Employee is capable to perform their work effectively and in a safe manner.</li><li>■ Employee's shall use medications responsibly, be aware of potential side effects and notify their management supervisor and Chief Administrative Officer or designate of any potential unsafe side effects where applicable.</li></ul>
<b>4.3 Drug, Alcohol or Substance Dependence:</b>	
4.3.1	The County acknowledges their responsibility to assist and accommodate Employees suffering from illness/addiction to drugs or alcohol to the extent reasonably possible without undue hardship by permitting the employee to be absent from work in order to seek treatment to control the drug and alcohol addiction from which they are suffering.
4.3.1.1	Seeking voluntary advice and assistance for drug and alcohol addiction is encouraged and will not jeopardize an Employee's employment with the County, so long as the Employee follows appropriate treatment promptly and continues to cooperate and seek the appropriate treatment for their disclosed problem and is able to treat and control the problem to facilitate a safe return to work within the reasonably foreseeable future.
4.3.1.2	Employees suffering from drug, alcohol or other intoxicant addiction who fail to co-operate with assistance or treatment programs and/or engage in repeated infractions of this policy, will be subject to the normal disciplinary sanctions, including immediate termination for just cause.
4.3.1.3	The Employee may utilize any accrued/earned sick leave to receive appropriate treatments and/or when attending rehabilitation for the drug, alcohol or other intoxicant addictions.

Policy Statement and Guidelines:	
4.3.2	If an Employee neglects or refuses to disclose such a condition to the County, the County will be forced to deal with breaches of this policy assuming that the Employee is not suffering from an addiction or illness related to drugs and alcohol but has simply disregarded the policy, in which case immediate disciplinary action will be taken.
4.3.3	Employees who are concerned that a fellow employee may be suffering from a Drug or alcohol dependence are strongly encouraged to report their concerns to their management supervisor. While the County will make its best efforts to protect employees' confidentiality when a concern is reported, it may be necessary for the County to disclose certain information, including but not limited to the identity of the reporting employee, and the employee in question of the investigation to legal requirements.
4.3.4	Managers shall use <b>Schedule "B": Reasonable Suspicion Checklist</b> , as a tool to determine and document reasonable suspicion of a potential violation of drug and alcohol work rule in the work place.
<b>4.4 Testing</b>	
	All employees will be subject to testing to protect the well being and safety of the vast majority in the following circumstances:
4.4.1 <b>Reasonable Cause:</b>	The County reserves the right to conduct testing for the presence of drug and alcohol when it has reasonable cause to believe that the actions, appearance or conduct of an Employee while on duty is indicative of the use of drugs, alcohol or other intoxicants, and may subject applicants of safety-sensitive positions to pre-testing, prior to hiring.
4.4.1.1	The basis for the decision to test will be documented as soon as possible after the action has taken place. The referral for the test will be based on specific indicators, personal observations resulting from, but not limited to: <ul style="list-style-type: none"><li>■ Observed use or evidence of drugs or alcohol (i.e. smell of alcohol).</li><li>■ Erratic or atypical behaviour of the Employee.</li><li>■ Involvement in an incident or a near miss.</li><li>■ Changes in physical appearance or behaviour of the Employee (excessive tardiness and declining performance).</li></ul>

Policy Statement and Guidelines:	
	<ul style="list-style-type: none"><li>■ Changes in speech patterns of the Employee.</li><li>■ Discovery of intoxicants, drugs, alcohol or related paraphernalia found in locations to which an Employee has sole or primary access, such as assigned vehicles or lockers.</li><li>■ Following a significant incident where the possibility of Drug or alcohol cannot be easily ruled out from review of the circumstances, as defined by Occupational Health and Safety legislation, and a situation which created significant potential or risk for an incident or even if an incident did not ultimately result (a "near miss").</li></ul>
4.4.1.2	The Chief Administrative Office may request the Safety Officer to conduct reasonable cause testing upon receipt of a complaint or concern by a co-worker or third party that an Employee may be using drugs, alcohol or other substances contrary to this policy.
4.4.1.3	The County shall cover the costs of all testing that it requires to be done under this policy.
4.4.2	<p><b>Post Incident:</b> Alcohol and drug testing is required after a <u>significant</u> work-related incident as part of a full investigation into the circumstances. The decision to refer employee(s) for a test will be made by the Safety Officer investigating the incident and with the agreement of a second person whenever possible (i.e., another supervisor, manager, or Chief Administrative Officer).</p> <p>The following procedures apply:</p>
4.4.2.1	The need for a test must be documented as part of the preliminary investigation as soon as practical after the triggering event.
4.4.2.2	A test will not be necessary if there is clear evidence that acts or omissions of employee(s) could not have been a contributing factor (for example, structural or mechanical failure).
4.4.2.3	Employee(s) referred for a test will only be those who are identified, with reasonable cause, as having been directly involved in the chain of acts or omissions leading up to the event.

Policy Statement and Guidelines:	
	Since all employees may be subject to testing after involvement in a significant incident, they are to report the situation to their immediate management supervisor as soon as possible after the incident and participate fully in any subsequent investigation.
4.4.2.4	A significant incident would be one causing: <ul style="list-style-type: none"><li>■ A fatality or serious personal injury to an employee or a member of the public at large, or one requiring hospitalization.</li><li>■ An environmental spill with significant implications; or significant loss or damage to property, equipment or vehicles.</li></ul>
4.4.3	Any testing undertaken pursuant to this Policy, including analysis of results, shall be performed by a qualified professional. Where appropriate, results shall be confirmed by accredited laboratory testing:
4.4.3.1	The Safety Officer will arrange for the drug and alcohol testing to be undertaken. As soon as possible after the incident which is deemed within the guidelines of this Policy and escort the employee to the collection facility.
4.4.3.2	The drug testing will be performed in compliance with the testing procedures as defined by the drug and/or alcohol testing facility. Test results shall be submitted and reviewed only by the Chief Administrative Officer and the Safety Officer. The employee shall be notified of the results of the test, and given an opportunity to address those results.
4.4.3.3	The County will store test results in personnel files in order to preserve employee privacy. Test results will not be disclosed to third parties without prior written consent of the employee, subject only to a legal requirement for the County to produce employee test results.
4.4.4	Refusal to submit to drug/alcohol/intoxicant testing, failing to report for drug, alcohol or other intoxicant testing, refusal to agree to disclosure of a test result, or failure to report an incident which may require testing, are violations of this policy and will be deemed to be a positive test result, resulting in the employee being subject to disciplinary action, including termination for just cause.
4.4.5	In all situations where the County as the Employer believes an Employee is unfit to be at the workplace, a reasonable escort will be used to escort the Employee home.

Policy Statement and Guidelines:																			
<b>4.5</b>	<b>Drug and Alcohol Testing Procedures:</b>																		
4.5.1	Drug and Alcohol Testing Services shall be provided by SureHire, experts in Occupational Testing with an accredited laboratory testing facility location: Redwater, Alberta.																		
	<b>Alcohol:</b>																		
	BREATH ALCOHOL TESTING Breath Alcohol Testing is the most commonly utilized method for the detection of alcohol as the test results determine immediate impairment.																		
	<b>Drug:</b>																		
	ORAL FLUID DRUG TESTING AND URINE TESTING Oral Fluid drug testing provides a short window for substance detection with the little to no potential for adulteration. This drug screen option is extremely convenient as there are very few limitations as to where this test can be administered which quick, qualitative, same day result delivery.																		
	Urine testing result notifications are sent to the Safety Officer, Chief Administrative Officer or designate County representative(s). The employee shall not return to work until the County receives confirmation and notifies the employee to return back to work.																		
4.5.2	<b>Testing Levels</b>																		
	For the purposes of this Policy, the following tables set levels of testing:																		
4.5.2.1	Drug Panel, Urine Screening Cut-off Concentration Levels – a test result at these levels or above is a positive test.																		
	<table border="1"> <thead> <tr> <th>Drug</th> <th>Parameter (Level)</th> </tr> </thead> <tbody> <tr> <td>Amphetamine</td> <td>500 ng/mL</td> </tr> <tr> <td>Cocaine metabolite</td> <td>150 ng/mL</td> </tr> <tr> <td>Cannabinoids</td> <td>50ng/mL</td> </tr> <tr> <td>Opiates</td> <td>2000 ng/mL</td> </tr> <tr> <td>MDMA</td> <td>500 ng/mL</td> </tr> <tr> <td>Phencyclidine</td> <td>25 ng/mL</td> </tr> <tr> <td>6- Acetylmorphine</td> <td>10 ng/mL</td> </tr> <tr> <td>Marijuana metabolite</td> <td>50 ng/mL</td> </tr> </tbody> </table>	Drug	Parameter (Level)	Amphetamine	500 ng/mL	Cocaine metabolite	150 ng/mL	Cannabinoids	50ng/mL	Opiates	2000 ng/mL	MDMA	500 ng/mL	Phencyclidine	25 ng/mL	6- Acetylmorphine	10 ng/mL	Marijuana metabolite	50 ng/mL
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4.5.2.2	Confirmation Urine Drug Concentration Levels – a test result at these levels or above is a positive test.																														
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4.5.2.3	Confirmation Urine Drug Concentration Levels – a test result at these levels or above is a positive test.																														
4.5.3	Employee test results that indicate "Positive" will undergo a Substance Abuse Assessment to determine dependency and/or addiction.																														
4.5.4	<b>Schedule "C": Testing Process Flow Chart</b> is a diagram illustration of the testing process that provides an overview of the various phases when testing is engaged.																														
<b>4.6</b>	<b>Treatment and Accommodation</b>																														
4.6.1	Any employee suffering from a known Drug or alcohol dependence is <b>required</b> to disclose the dependence to their Management Supervisor. The County will take the utmost precautions to protect the employee's confidentiality given the sensitive nature of the issue.																														
4.6.2	Employees who are candidates for primary treatment (for example, residential or out-patient treatment) for alcohol or drug problems will be expected to enter into a written agreement to support their recovery. It will outline the conditions governing their return to the job, as per <i>Section 4.7</i> and the consequences for failing to meet those conditions.																														

Policy Statement and Guidelines:	
4.6.3	Employees suffering from drug, alcohol or other intoxicant addiction who fail to co-operate with assistance or treatment programs and/or engage in repeated infractions of this policy, will be subject to the normal disciplinary sanctions, including immediate termination for just cause.
<b>4.7</b>	<b>Post-Violation Return to Work</b>
4.7.1	The County views the guidelines contained in this policy to be of the utmost importance. All employees will be provided with a copy of this policy upon commencing employment and upon any amendments to this policy. This policy shall be highlighted at the <b>County Annual Safety Meeting</b> as notification that any resulting dismissal will be considered as "dismissal with just cause".
4.7.2	Any Employee violating this policy who is subsequently authorized and accepted by the Employer to return to the workplace shall receive a "Return to Work" Letter outlining conditions of the return to the workplace which will normally include (without limiting the generality of the foregoing) the following:
4.7.2.1	Requirement to continue treatment, counselling and assistance programs or procedures recommended by the Employee's advising physician or addiction counsellor or based on the advice of a substance abuse professional and/or treating facility.
4.7.2.2	Express obligation to immediately cease performance of duties and notify a supervisor in the event the Employee finds themselves under the influence at any time during work hours following a return to the workplace.
4.7.2.3	Requirement to provide written medical confirmation that the Employee has any condition under control and is able to safely return to the workplace without danger to the Employee or to others.
4.7.2.4	Requirement to provide reasonable regular updates from the Employee's physician or addiction counsellor that the Employee continues to follow recommended treatment programs and continues to be fit for duty without danger to themselves or others.
4.7.2.5	An express warning to the Employee that future violations of the policy will lead to further discipline and serious consideration of immediate termination for just cause.
4.7.2.6	Notice that further random, unannounced return-to-work testing of alcohol or drug related substance testing in safety-sensitive positions may be required for up to one year after the employee returns to work

Policy Statement and Guidelines:	
4.7.3	The County obligation is to fully co-operate with employees recommended for treatment programs to preserve the employee right to return to work and will permit extended absences using, firstly, any accrued sick days for continued follow-up treatment programs, as recommended by the Employee's advising physician or addiction counsellor.
<b>4.8</b>	<b>Discipline:</b> The County views the guidelines contained in this Policy to be of the utmost importance. Any deviation from the above terms will result in disciplinary action in accordance with <b>Policy Statement No. 15-01: Discipline</b> . All employees will be provided with a copy of this Policy as notification that any resulting dismissal will be considered as "dismissal for just cause" and not subject to notice or pay in lieu of notice.
<b>5.</b>	<b>PROCEDURES:</b>
<b>5.1</b>	<b>Prevention:</b> The County recognizes that drug and alcohol dependencies are treatable illnesses and that early intervention and assistance improves the probability of a successful recovery.
5.1.1	This policy communicates to promote safety and optimal work performance through increased awareness, early identification and prevention of potential problem situations related to drugs and alcohol.
5.1.2	The County will provide ongoing education, awareness and information regarding the use and impact of drugs and alcohol through the <b>Smoky Lake County Health and Safety Program</b> .
5.1.3	The County also provides confidential professional assistance through the Employee Assistance Program (EAP).
5.1.4	Employees who suspect they have a drug or alcohol dependency are encouraged to avail of confidential assistance through the Employee Assistance Program (EAP), their personal physician or community-based services.
<b>5.2</b>	<b>Assistance/ Rehabilitation:</b>
5.2.1	<b>Employee Assistance Program:</b> Smoky Lake County recognizes drug and alcohol dependency as an illness and a major public health problem. To that end, the County encourages affected individuals to voluntarily seek medical help.
5.2.2	Employees who wish to obtain help in dealing with such problems may contact the Safety Officer for a referral to the County's Employee Assistance Program.

Policy Statement and Guidelines:	
5.2.3	The County may independently refer an employee to the Employee Assistance Program or other substance use/abuse counseling agency or program for help, particularly where there is a pattern based on specific indicators as indicated in section 4.4.1.1 of the employee associated with substance use/abuse.
<b>5.3</b>	<b>Assignment of Responsibilities:</b>
5.3.1	<b>Council (or its designated Committee):</b> <ul style="list-style-type: none"><li>■ Review, amend, and adopt changes to this policy</li><li>■ Provide the necessary resources to support this policy.</li></ul>
5.3.2	<b>Chief Administrative Officer (or its designate):</b> <ul style="list-style-type: none"><li>■ Bring recommended changes of this policy forward to Council for consideration and approval.</li><li>■ Ensure this policy is communicated and followed by all it applies to.</li><li>■ Retain all records confidential.</li><li>■ RST (Reasonable Suspicion Training).</li></ul>
5.3.3	<b>Safety Officer:</b> <ul style="list-style-type: none"><li>■ Recommend to the Chief Administrative Officer changes to this policy.</li><li>■ Ensure awareness and compliance to this policy in the workplace.</li><li>■ Ensure all new employees are aware and understand the contents of this Policy.</li><li>■ Be knowledgeable about assistance programs that help workers handle drug or alcohol use issues and how to refer them for assistance.</li><li>■ Provide employees with referrals to the Employee Assistance Program.</li><li>■ Identify, address, and document employee performance problems as they occur.</li><li>■ Investigate all incidents thoroughly to determine all contributing factors.</li><li>■ RST (Reasonable Suspicion Training).</li><li>■ Provide employees with educational material on substance abuse on an as needed basis.</li><li>■ Advise the Chief Administrative Officer when becoming aware that an employee has a substance abuse problem or has been using a prohibited substance on the worksite.</li></ul>

Policy Statement and Guidelines:	
5.3.4	<b>Managers and Supervisors:</b> <ul style="list-style-type: none"><li>■ Educate awareness to workers about the drug and alcohol Policy and its Procedures.</li><li>■ Aid in the creation and maintenance to minimize substance free workplace, being knowledgeable about the signs and use of drugs and alcohol.</li><li>■ Treat all issues related to drug and alcohol use with an employee with respect and confidentiality.</li><li>■ Identify and respond to situations where an investigation is justified based on a combination of relevant indicators and report to the Safety Officer, Chief Administrative Officer or Designate.</li><li>■ Assist in investigating incidents thoroughly to determine all contributing factors.</li><li>■ Be supportive and non-judgemental when an employee returns to work after completing any education, counselling, or rehabilitation program.</li><li>■ RST (Reasonable Suspicion Training).</li></ul>
5.3.5	<b>Employees / Workers:</b> <ul style="list-style-type: none"><li>■ Understand and comply with the Drug and Alcohol Policy.</li><li>■ Take responsibility of their own actions and behaviors and for the impact of same on others.</li><li>■ Be knowledgeable about your medications' side effects and report the use of medication that could affect your ability to perform your work safely.</li><li>■ Report any suspicious behaviour of an employee that may be a result of drug or alcohol use.</li><li>■ Encourage peers and co-workers to seek help when necessary.</li></ul>
<b>5.4</b>	<b>Confidentiality:</b>
5.4.1	Confidentiality and respect for privacy will be maintained except where limited disclosure is needed to effectively manage health and safety concerns (i.e. legal requirements).
5.4.1.1	The information shared will be limited to that which is relevant to the employee's fitness to work; and any restrictions related to the employee's fitness to work that could impact the employee's ability to satisfactorily perform their duties.
5.4.2	Medical records and communications retained by the County regarding Drugs and Alcohol and Drug issues will be maintained in accordance with the " <b>Freedom of Information and Protection of Privacy Act</b> ".



Policy Statement and Guidelines:

**5.5 Contractor Performance:**

- 5.5.1 Compliance Requirements: Smoky Lake County shall require Contractors who provide services to the County, to have in place and enforce a drug and alcohol policy which meets or exceeds Smoky Lake County's Drug and Alcohol Policy.
- 5.5.1.1 The County Safety Officer may also review Contractors' policies and performance for compliance with this Policy where its representatives are performing safety-sensitive functions at a County Worksite or project.
- 5.5.2 Any Contractor that does not have such policy in place shall be required to comply with Smoky Lake County Drug and Alcohol Policy or face termination of contract work.

**5.6 County Social Events:**

- 5.6.1 The County recognizes that, on occasion, County functions and business-related events may occur where Alcohol consumption is permitted to be served to Employees. Employees who consume Drugs and Alcohol at any such events must always act responsibly and refrain from becoming inebriated.
- Employees who elect to consume Alcohol at any County Social event cannot return to work the same day.
  - Use of any Drugs, except for medications as per the Medication Use Standard, is prohibited at all County Social events and any alcohol consumption is expected to be done in moderation.
- 5.6.2 If an Employee is no longer Fit for Work following a County Social event, that Employee shall not report back to work or perform work. The County will arrange for alternate transportation for employees in such circumstances.

**5.7 Compliance:**

- 5.7.1 Employees must comply with all aspects of this Policy and support others in doing so. Employees are responsible for promptly reporting suspected or actual violation of this Policy, applicable law, or any other concern, through available channels so that it can be appropriately investigated, addressed and handled.
- 5.7.2 All employees must sign a statement acknowledging as per **Schedule "A": Drug and Alcohol Policy Acknowledgement** as receipt of the Policy and that they have been informed and have to read the Smoky Lake County Drug and Alcohol Policy, and fully understand the requirements and that violation of this policy will be grounds for disciplinary action up to and including immediate termination of employment.

Policy Statement and Guidelines:

- 5.7.3 Employees who fail to comply, or knowingly permit Employees under their supervision to not comply, may be subject to appropriate corrective disciplinary action. It is the responsibility of all employees to understand the contents and conditions to perform work duties in accordance with the Drug and Alcohol Policy.
- 5.7.4 The signature statement will be kept in the Employee's Personnel File. If the Policy is revised, copies of the revised documents and acknowledgment pages will be re-distributed to each employee.

Section 15

Schedule "A"

Policy: 04-01



**SMOKY LAKE COUNTY  
DRUG AND ALCOHOL POLICY ACKNOWLEDGEMENT**

<b>POLICY</b>	<p>I, _____ (print name), as an employee of Smoky Lake County, hereby acknowledge that I have received the Smoky Lake County <b>Drug and Alcohol Policy: Policy Statement No. 15-04-01</b>.</p> <ul style="list-style-type: none"> <li>■ I understand that it is my responsibility to read and understand the contents and comply with the Drug and Alcohol Policy.</li> <li>■ Failure to read this policy, does not excuse me from being covered by or complying with its provisions while performing official duties for the County.</li> <li>■ I understand this policy is not intended to cover every situation which may arise during my employment, but is simply a general guide to the expectations of the County, as well as my responsibilities as an employee to comply with the Drug and Alcohol Work Rule and follow appropriate treatment if deemed necessary.</li> <li>■ I understand that this Policy may be modified without prior notice to me and I agree to periodically review any changes or modifications as part of my ongoing employment obligation to keeping our workplace environment safe, productive and drug and alcohol risk-free.</li> <li>■ If I have any questions about the provisions contained in this policy, I should direct them to my Department Head Manager or the Chief Administrative Officer.</li> <li>■ I acknowledge that violation of this Policy can subject me to disciplinary action, up to and including termination.</li> <li>■ By signing below, I hereby state, that I have received, have access to a copy within my department, and/or access to the on-line version, and will familiarize myself to be informed with the <b>Drug and Alcohol Policy</b> guidelines and requirements for Smoky Lake County, as the Employer.</li> </ul>
<b>SIGNATURE</b>	<p><b>By signing this form, I agree to abide by the Policy and Guidelines of the Drug and Alcohol Policy:</b></p> <p>SIGNATURE: _____ DATE: _____</p>
<b>OFFICE USE</b>	<p>I, _____, provided a copy of SMOKY LAKE COUNTY <b>DRUG AND ALCOHOL Policy</b> to _____ on this _____ day of _____, 20____.</p> <p><b>County Representative - Signature</b> <b>This form also gets noted by the Payroll Department and placed in the Employee's Personnel File.</b></p>

Schedule "A": Drug and Alcohol Policy Acknowledgement

Page 16 of 19.

Section 15

Schedule "B"

Policy: 04-01

<b>REASONABLE SUSPICION CHECKLIST</b>		
Employee Name: _____		Position: _____
Supervisor Name: _____		Date: _____
Behavior /Signs	Date	Comments/Observations
<input type="checkbox"/> Incidents <input type="checkbox"/> Injuries <input type="checkbox"/> Pattern of falls <input type="checkbox"/> Fatality <input type="checkbox"/> Bodily injury requiring immediate medical treatment <input type="checkbox"/> Equipment, vehicle, or material damage		
General Behavior and physical signs / symptoms	Date	Comments/Observations
<input type="checkbox"/> Worker smells of alcohol and/or drugs <input type="checkbox"/> Imprecise eye movements <input type="checkbox"/> Abnormally pale complexion <input type="checkbox"/> Change in speech and vocabulary <input type="checkbox"/> Neglect of personal appearance, grooming <input type="checkbox"/> Unexplained weight loss or appetite <input type="checkbox"/> Smell of mouthwash <input type="checkbox"/> Worker showing hangover symptoms <input type="checkbox"/> Fatigue <input type="checkbox"/> Thirst <input type="checkbox"/> Headache <input type="checkbox"/> Nausea <input type="checkbox"/> Sensitivity to light/sound <input type="checkbox"/> Shakiness <input type="checkbox"/> Mood disturbances <input type="checkbox"/> Bloodshot eyes <input type="checkbox"/> Decreased ability to concentrate <input type="checkbox"/> Dizziness or sense of the room spinning <input type="checkbox"/> Change in the worker's functioning <input type="checkbox"/> Frequent talking about alcohol <input type="checkbox"/> Physiological withdrawal – Tremors, Sweats, etc. <input type="checkbox"/> Signs of intoxication: <ul style="list-style-type: none"> <li>• Slurred Speech</li> <li>• Confusion</li> <li>• Glazed eyes / dilated pupils</li> <li>• Uncoordinated</li> <li>• Inarticulate speech</li> </ul>		
Workplace Behaviors	Date	Comments/Observations
<input type="checkbox"/> Argumentative <input type="checkbox"/> Physically threatening <input type="checkbox"/> Decline or significant change in work performance		
Absenteeism	Date	Comments/Observations
<input type="checkbox"/> Frequent tardiness (start time / breaks) <input type="checkbox"/> Excessive absence <input type="checkbox"/> Excuse for absence proven false <input type="checkbox"/> Absences follow a pattern <input type="checkbox"/> Excessive absence from workstation		

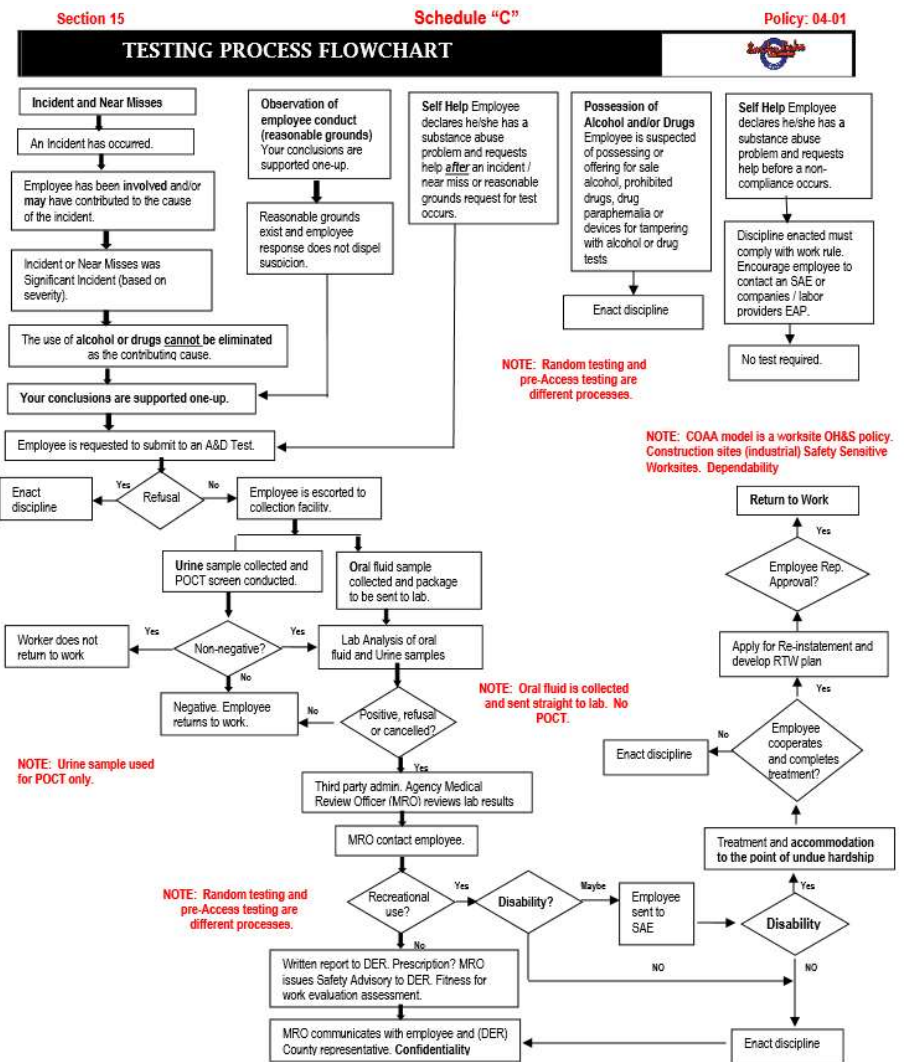
Schedule "B": Drug and Alcohol - "Reasonable Suspicion Checklist" Page 1 of 2

PAGE 1 OF 2.  
Page 17 of 19.

**Section 15** **Schedule "B" - Cont.** **Policy: 04-01**

Employee Name:		Position:
<b>Temperament at work</b>	<b>Date</b>	<b>Comments/Observations</b>
<input type="checkbox"/> • Withdrawn much more than usual <input type="checkbox"/> • Easily upset by everyday events <input type="checkbox"/> • Agitated and on edge <input type="checkbox"/> • Excessively worried or fearful <input type="checkbox"/> • Extreme variations of mood <input type="checkbox"/> • Erratic productivity <input type="checkbox"/> • Unexplained periods of depression, anxiety or irritability <input type="checkbox"/> • Strong inappropriate overreaction to mild criticism <input type="checkbox"/> • Decreased interaction and communication with others <input type="checkbox"/> • Preoccupation with self, less concern for the feeling of others <input type="checkbox"/> • Loss of motivation and enthusiasm <input type="checkbox"/> • Lethargy, lack of energy and vitality <input type="checkbox"/> • Loss of ability to assume responsibility		
<b>Physical Evidence</b>	<b>Date</b>	<b>Comments/Observations</b>
<input type="checkbox"/> • Odor of marijuana <input type="checkbox"/> • Incense or room deodorizers <input type="checkbox"/> • Eye drops, mouthwash <input type="checkbox"/> • Marijuana cigarettes <input type="checkbox"/> • Powders, seeds, leaves, plants, mushrooms <input type="checkbox"/> • Capsules or tablets <input type="checkbox"/> • Pipes, pipe filters, screens, strainers <input type="checkbox"/> • Roach clips <input type="checkbox"/> • Bongs, water pipes <input type="checkbox"/> • Small spoons, straws, razor blades, mirrors <input type="checkbox"/> • Stash cans <input type="checkbox"/> • Unfamiliar small containers or locked boxes <input type="checkbox"/> • Drug related books, magazines, comics <input type="checkbox"/> • Presence of alcohol, drugs or drug paraphernalia		
<b>Additional Notes/ Comments:</b>		
<b>SUPERVISOR PRINTED NAME:</b>	<b>SIGNATURE</b>	<b>DATE</b>
<b>WITNESS PRINTED NAME:</b>	<b>SIGNATURE</b>	<b>DATE</b>

Schedule "B": Drug and Alcohol - "Reasonable Suspicion Checklist" Page 2 of 2



Schedule "C": Drug and Alcohol - Testing Process Flow Chart

Carried.

**Meeting Recessed** Meeting recessed for Public Hearing, time 9:15 a.m.

**PUBLIC HEARING:**

**Proposed Bylaw No. 1351-19: a bylaw to amend the Victoria District Area Structure Plan.  
1.0 Opening**

The Public Hearing was **called to order at 9:16 a.m.** by the Reeve, Craig Lukinuk in the presence of Council members, Chief Administrative Officer, Assistant Chief Administrative Officer, GIS/Communication Director, Planning and Development Manager, Planning and Development Assistant, Recording Secretary and **NO members of the public.**

There were no members of the Public present, and therefore, none signed in on the sign-in sheet.

Confirmation was provided that the Public Hearing was advertised and notice was provided in accordance with the applicable legislation.

The purpose of the hearing was summarized:

**To obtain public input in regard to Bylaw No. 1351-19: a bylaw to amend the Victoria District Area Structure Plan.**

**2.0 Staff Presentation**

Jordan Ruegg, Planning and Development Manager provided the following information:

Proposed **Bylaw No. 1351-19** background:

- Bylaw #1305-17 was adopted August 17, 2017 – establishing the Victoria District Area Structure Plan (ASP)
- During the two years since its adoption, a several typographical issues have been identified. Said changes have been incorporated into proposed Revising Bylaw 1351-19: To Revise the Victoria District Area Structure Plan Bylaw 1305-17:
  - Clarifying the boundaries of the National Historic Site Designation
    - Adding the approved boundary map from the minutes of the National Historic Sites and Monuments Board of Canada (NHSMBC)
    - **NOTE: Displaying of said boundaries of the National Historic Site Designation does NOT change or modify the boundaries of the Area Structure Plan itself.**
  - New Designation
    - Pagan Methodist Church
      - Provincial Heritage Designation added March 7, 2019
  - Mislabeled Designation
    - River Lot 3 (Free Trader's House)
      - Shows on the national heritage register of historic places, however is actually provincially designated rather than nationally

- Additional references to file numbers for ease of research purposes
- **NOTE: No policies within the ASP are to be affected by the Revising Bylaw 1351-19.**
- Despite the non-substantial nature of the revisions contemplated by Revising Bylaw 1351-19, the advice of Municipal Planning Services (MPS) to Planning and Development Services was to proceed with a full public participation process, including agency referrals, Open House, advertising, and Public Hearing in accordance with Part 5 of the Area Structure Plan, and the *Act*.
- **June 27, 2019** – Smoky Lake County Council adopted **Motion 857-19: *That Smoky Lake County Bylaw 1351-19: to amend and revise Bylaw 1305-17 being the Victoria District Area Structure Plan, be given FIRST READING; and proceed with the public participation process.***
- Revising Bylaw 1351-19 was referred to provincial and federal agencies (AB Culture/Victoria Settlement, and Parks Canada) on **July 2, 2019** for comment, in accordance with Part 5 of the ASP. To date, no reply has been received.
- Revising Bylaw 1351-19 was discussed at a meeting of the Smoky Lake County Regional Heritage Board (SLCRHB) on **July 9, 2019**.
  - It was identified that St. Elias Church has **not** yet received Municipal Historic Resource Designation. As such, **this is now reflected in the latest iteration of Revising Bylaw 1351-19.**
- The Planning and Development Assistant met with Suzanna Wagner, Site Manager for the Victoria Settlement and Buckingham House, Alberta Culture, Heritage Division at the County Office on **August 1, 2019** for a wide-ranging discussion including the proposed Revising Bylaw 1351-19, as well as other areas for potential cooperation within the Victoria District.
- An Open House was held at Smoky Lake County Council Chambers on **August 2, 2019** at 2:00pm in accordance with Part 5 of the ASP.
  - Public Notice was advertised for two weeks consecutively on social media, the county website, and in newsprint in the Smoky Lake Signal and the Redwater Review on **July 15 and July 22, 2019**.
  - There was no attendance at said Open House, and no public feedback was otherwise received.
- A Public Hearing has been scheduled to obtain public input on the proposed Bylaws in accordance with Section 230 of the Municipal Government Act.
  - A Public Notice was advertised for two weeks consecutively on social media and in newsprint in the Smoky Lake Signal and the Redwater Review on **August 13 and 20, 2019**.
  - A Public Notice has been posted on the County's website since **August 7, 2019**.

### 3.0 Public Presentations Via Written Submissions

There were no written public presentations received.

### 4.0 Public Presentations at the Public Hearing

There were no members of the Public present, and therefore, none signed in on the sign-in sheet in opposition or in support of proposed **Bylaw No. 1351-19**.

### 5.0 Questions and Answers

There were no questions.

### 6.0 Closing Remarks

There being no further presentations.

The public hearing and discussion to obtain public input in regard to Smoky Lake County's proposed **Bylaw No. 1351-19**: a bylaw to amend the Victoria District Area Structure Plan, was declared closed, time **9:28 a.m.**

## County Council Meeting

The Smoky Lake County Council Meeting reconvened, time **9:30 a.m.**

### 4. Request for Decision:

#### **Bylaw No. 1351-19: to Revise the Victoria District Area Structure Plan Bylaw 1305-17**

1045-19: Orichowski That Smoky Lake County **Bylaw No. 1351-19**: a bylaw to Revise the Victoria District Area Structure Plan Bylaw 1305-17, be given **SECOND READING**.

Carried.

Moved by Councillor Halisky that **Bylaw No. 1351-19**: a bylaw to Revise the Victoria District Area Structure Plan Bylaw 1305-17, be given the **THIRD and FINAL READING** and that the Reeve and the Chief Administrative Officer are hereby authorized to affix their signatures to all necessary documents and that the corporate seal also be fastened where it is deemed to be necessary.

Carried.

#### **Peace Officer: Dispatch Agreement with Bonnyville Regional Fire Authority.**

1046-19: Orichowski That Smoky Lake County execute the Peace Officer Dispatch Agreement with the Bonnyville Regional Fire Authority, effective September 1, 2019 to September 1, 2020, at a prorated rate of \$1.14 per capita based on the Year-2018 population of 2461; and thereafter automatically renewed for a successive period of three (3) years, unless terminated by either party.

Carried.

#### **Regional Community Development Committee (RCDC): Advertise for Member-at-Large**

1047-19: Gawalko That Smoky Lake County, in accordance with Bylaw No. 1299-17: Joint Agreement of a Regional Community Development Committee (RCDC), approve to proceed with the "Public Notice" to advertise for two RCDC "Member-at-Large" positions representing Smoky Lake County.

Carried.

**Roadway License Agreement Application**

1048-19: Orichowski That Smoky Lake County enter into a Roadway License Agreement with Dan Gawalko for the purpose of grazing cattle, on the undeveloped road allowance between the land legally described as: NE-31-59-13-W4 and NW-32-59-13-W4, for a Twenty (20) year term: September 19, 2019 expiring September 19, 2039.

Danny Gawalko, Councillor Division One abstained from voting on Motion #1048-19.

Carried.

**Policy Statement No. 01-11-04: Municipal Office**


1049-19: Cherniwchan That Policy Statement No. 01-11-04: Municipal Office be **amended** to include the history of Ministerial Orders and Orders in Council relating to the boundaries of Smoky Lake County to provide a consolidated history of the County’s incorporation:

<b>Title:</b> Municipal Office	<b>Policy No.:</b> 11-04
<b>Section:</b> 01	<b>Code:</b> P-I
	<b>Page No.:</b> 1 of 2

<b>Legislation Reference:</b>	Alberta Provincial Statutes
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<b>Purpose:</b>	To name a place as Smoky Lake County’s Municipal Office.
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<b>Policy Statement and Guidelines:</b>	
1.	<p><b>STATEMENT:</b>  <b>SMOKY LAKE COUNTY Main Office and Council Chambers</b> located at 4612 McDougall Drive in the Town of Smoky Lake is named as the official location of the <u>Municipal Office</u>.                  ► <b>Public Works Shop</b> is located at 5004 – 50 Street in the Town of Smoky Lake.  <b>Mailing Address:</b> P.O. Box 310, Smoky Lake, Alberta T0A 3C0</p>
2.	<p><b>HISTORY:</b></p> <p>2.1 The Municipal District of Wasel No. 575 was changed to the <b>Municipal District of Vilna No. 575</b> by Ministerial Order on May 3, 1922. (Source: <i>Alberta Gazette, May 15, 1922 p. 383</i>)</p> <p>2.2 The Municipal Districts of Vilna No. 575, Smoky Lake No. 576 and Unity No. 577 were merged into the new municipal district to be known and designated as the <b>Municipal District of Smoky Lake No. 575</b> on March 1, 1943 by Ministerial Order. (Source: <i>Alberta Gazette, December 15, 1943 p. 1057</i>)</p> <p>2.3 The Municipal District of Smoky Lake No. 575 was renumbered as the <b>Municipal District of Smoky Lake No. 89</b>. Numbers were changed for all municipal districts throughout the province on April 1, 1945 by Ministerial Order. (Source: <i>Alberta Gazette, April 14, 1945 p. 335</i>)</p> <p>2.4 The Village of <b>Bellis</b> was dissolved to form part of Smoky Lake County No. 89 on December 31, 1945 by Order in Council. (Source: <i>Alberta Gazette: January 15, 1946, p. 43</i>)</p> <p>2.5 The Municipal District of Smoky Lake No. 86 was incorporated into the <b>County of Smoky Lake No. 13 on January 1, 1961</b> as by Order in Council 1481/60. (Source: <i>Alberta Gazette: Oct 15, 1960, p. 1609</i>)</p> <ul style="list-style-type: none"> <li>Comprised of 35 Townships: located from Township 57 to Township 62 and Ranges 12 to 19 inclusive, West of the 4th Meridian. 54 degrees latitude and -112 degrees longitude. Bounded on the south by the North Saskatchewan River. Covering a total of 700,607.89 acres.</li> </ul> <p>2.6 The County of Smoky Lake No. 13 was renamed to <b>Smoky Lake County</b> on July 1, 1999 by Order in Council 265/99. Municipal Code: 0286 (Source: <i>Alberta Gazette: Jul 31, 1999, p. 1485</i>)</p> <p>2.7 The Village of <b>Warspite</b> was dissolved to form part of Smoky Lake County on June 1, 2000 by Ministerial Order 167/2000. (Source: <i>Alberta Gazette Jun 30, 2000, p. 1285</i>)</p>

<b>Policy Statement and Guidelines:</b>	
3.	<p><b>LOGO:</b>                  Smoky Lake County logo is contemporary, yet simple and sophisticated.                  Description of Logo: “<b>Smoky Lake</b>”: stylized cursive writing (red), underlined.                  “<b>County</b>”: capitalized print (white) is inset within the bottom of the circle pattern (blue).                  Interpretation of Logo: represents “<b>Smoky Lake County</b>” is a united community.</p> 
4.	<p><b>HOURS OF OPERATION:</b>                  Smoky Lake County Main Office and Public Works Shop Office business hours of operation are <b>8:00 a.m. to 4:00 p.m.</b>, Monday to Friday, and closed on statutory holidays and/or by resolution of Council.</p>

Carried.

7. Delegation:

**Victoria Trail Agricultural Society**

Present before County Council at 10:02 a.m. to 10:38 a.m. was representatives from the Victoria Trail Agricultural Society: Dave Harsulla, President, and Joan Laskowski, Treasurer, to provide the following information:

## Marketing Strategy Budget

August 29, 2019



### Council Recommendations

- Council motion from May 23, 2019
- Seek funding from private corporations

### Recreation & Wellness Program

- **\$15,000**
  - Creation, implementation, maintenance of marketing strategy
  - Ultimately assist with securing private funding
- Recommendation 2
  - *Municipal governments need to transition and build on the existing financial and operation support (direct and indirect) they currently provide to the region's main recreation service providers, taking a more hands-on, active role as a service delivery "partner" rather than just a "funding provider". The region's volunteer sector – which should be recommended for its ongoing efforts and contributions – continues to carry far too much of the work load in the all important operational, information and awareness, and service delivery areas.*



### VTAS Marketing Strategy

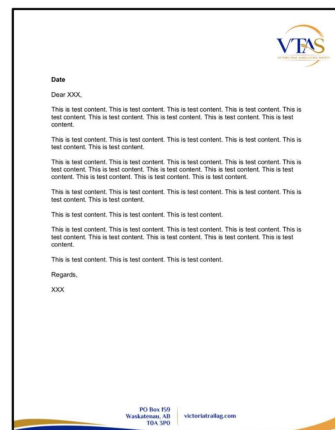
- Contacted marketing executive
  - Local freelancer with 5+ years marketing and communications experience
- Work is in progress
- Payment will be awarded at a later date

### VTAS Marketing Strategy

- Marketing strategy:
  - Build tools to effectively promote VTAS
  - Increase awareness of VTAS services and facilities
  - Obtain private funding and deliver value through marketing channels in return
- Channels/activities:
  - Branding
  - Website
  - Social media
  - E-Newsletter
  - Corporate sponsorship
  - Corporate wellness packages

### Branding

- Logo
- Letterhead
- Envelopes
- Business cards
- PowerPoint
  
- VALUE: Visual identity for customers and corporations to associate with.





## Website

- VTAS Fitness Centre
  - Programs and classes
  - Equipment
  - Membership
  - Fitness blog
  - About
  - Contact
- VALUE: Source of information and location for sponsor brand presence.



## Social Media

- Facebook
  - VTAS corporate page
  - VTAS Fitness Centre page
- VALUE: Interactive platform, source of information, promotional tool and location for sponsor brand presence.

## E-Newsletter

- Branded e-newsletter
- Monthly distribution
- Topics
  - Announcements
  - Healthy recipes
  - Fitness tips
  - Special offers
- VALUE: Source of information and location for sponsor brand presence.



### Benefits of Weight Training



Regardless of age, weight training offers a variety of health benefits. It improves strength and endurance, boosts metabolism, increases energy levels and more!

Learn how weight training can benefit your physical and mental health.

[LEARN MORE](#)

## Corporate Sponsorship

- Private funding
- 12-month sponsorship opportunities
- Multiple levels
  - Platinum, Gold, Silver, Bronze, Supporter
- Require website, social media and e-news to execute deliverables

### PLATINUM

**Platinum | \$10,000**

Platinum sponsors receive:

- Logo inclusion on corporate website
- Logo inclusion on VTAS Fitness Centre website
- Logo inclusion in corporate e-newsletter (subject health)
- Logo inclusion in monthly VTAS Fitness Centre newsletter
- Logo inclusion in Vancouver Fair Days newspaper advertisement (Healthcare News and Family Life Report)
- Logo inclusion on Vancouver Fair Days posters
- Logo displayed on Facebook cover photo for our work (corporate and VTAS Fitness Centre Facebook pages)
- 1x blog article feature on corporate website
- 1x sponsor recognition post on Facebook
- 1x annual gift membership
- 1x Certificate of appreciation

Additional sponsorship opportunities are available to platinum sponsors, such as meeting tables, event gift membership and increased social media exposure. These items must be requested with and accepted by the VTAS executive team.

## Corporate Wellness Packages

- Annual and monthly membership opportunities
- Employee benefit
- Small, medium and large organizations
- Additional form of revenue from private corporations

### CORPORATE WELLNESS PACKAGES

We offer a variety of options to suit your needs.

# of Employees	Discount Rate
0 - 2	10% per membership
3 - 9	15% per membership
10 - 14	20% per membership
15+	25% per membership

Discounts are based on our regular membership rates.

Annual	Monthly
Youth (16 - 21) \$400	Youth (16 - 21) \$34
Adult (22 - 29) \$500	Adult (22 - 29) \$39
Senior (60+) \$300	Senior (60+) \$25

Health  
benefits  
for your  
team



## Questions?

One member of the public entered Council Chambers, time 10:41 a.m.

4. Request for Decision:

Smoky Lake County 2019-2023 Financial Plan



SMOKY LAKE COUNTY

Email: [finance@smokylakecounty.ab.ca](mailto:finance@smokylakecounty.ab.ca)  
Website: [www.smokylakecounty.ab.ca/](http://www.smokylakecounty.ab.ca/)

Tel: 780-656-3730  
PO Box 310,  
Smoky Lake, AB T0A 3C0



1050-19: Halisky

That Smoky Lake County adopt the Smoky Lake County Financial Plan for Years 2019 to 2023 including the following 5-Year combined capital and operating budget plan, based on an Operating Budget with an estimate 2% inflation increase per year (except where actual amounts such as payroll contracts as know) and the Capital Budget as passed by Council:

	2019	2020	2021	2022	2023
<b>Revenues</b>					
Sales of goods and services	888,030.00	905,792.00	927,319.00	945,866.00	964,783.00
Government transfers for operating	613,349.00	613,832.00	616,253.00	623,136.00	630,156.00
Investment income	291,312.00	297,138.00	303,081.00	309,143.00	315,326.00
Penalties and costs of taxes	74,095.00	75,577.00	77,089.00	78,631.00	80,204.00
Licenses and permits	27,000.00	27,540.00	28,091.00	28,653.00	29,226.00
Special levies and taxes	241,105.00	245,927.00	250,846.00	255,863.00	260,981.00
Natural Gas	2,980,626.00	3,012,265.00	3,033,659.00	3,084,168.00	3,142,815.00
<b>Total Revenues</b>	<b>5,115,517.00</b>	<b>5,178,071.00</b>	<b>5,236,338.00</b>	<b>5,325,460.00</b>	<b>5,423,491.00</b>
<b>Expenses</b>					
Legislative	544,303.00	555,189.00	566,292.00	577,617.00	589,170.00
Administration	1,945,885.00	1,984,803.00	2,024,498.00	2,064,986.00	2,106,284.00
Other Government Services	108,300.00	110,466.00	112,674.00	114,927.00	117,225.00
Protective Services	892,509.00	910,358.00	928,565.00	947,135.00	966,076.00
Transportation	6,135,528.00	6,205,238.00	6,329,344.00	6,455,930.00	6,585,048.00
Water/Sewer	573,352.00	584,819.00	596,517.00	608,444.00	620,610.00
Waste	544,068.00	554,949.00	566,047.00	577,369.00	588,918.00
FCSS	110,945.00	110,945.00	110,945.00	110,945.00	110,945.00
Planning	404,658.00	412,751.00	421,007.00	429,427.00	438,016.00
Agriculture Service Board	869,183.00	886,566.00	904,297.00	922,382.00	940,831.00
Economic Development	240,747.00	145,562.00	148,472.00	151,441.00	154,471.00
Recreation & Cultural Services	474,526.00	484,018.00	493,698.00	503,572.00	513,643.00
Natural Gas	2,944,376.00	2,980,405.00	3,040,014.00	3,100,814.00	3,162,830.00
Contingency	\$ 55,800.00	\$ 7,743.00	\$ 96,438.00	\$ 69,838.00	\$ 47,450.00
<b>Total Expenses</b>	<b>15,844,180.00</b>	<b>15,933,812.00</b>	<b>16,338,808.00</b>	<b>16,634,827.00</b>	<b>16,941,517.00</b>
<b>Net Revenue (Expense) before reserve transfers</b>	<b>-10,728,663.00</b>	<b>-10,755,741.00</b>	<b>-11,102,470.00</b>	<b>-11,309,367.00</b>	<b>-11,518,026.00</b>
Net Transfer To/From Op Reserves	\$ 360,261.00	-\$ 312,815.00	-\$ 317,451.00	-\$ 322,180.00	-\$ 327,004.00
Reverse Amortization	2,277,786.00	2,296,821.00	2,342,758.00	2,389,614.00	2,437,407.00
<b>Net Operating Revenue (Expense)</b>	<b>-8,090,616.00</b>	<b>-8,771,735.00</b>	<b>-9,077,163.00</b>	<b>-9,241,933.00</b>	<b>-9,407,623.00</b>
<b>Non Operating Items:</b>					
Net Contribution to Capital	1,193,749.00	3,792,705.00	2,532,323.00	2,644,454.00	3,930,207.00
Net Transfer To - From Reserves	414,605.00	256,750.00	392,000.00	647,220.00	54,000.00
Debt Repayment	0	0	0	0	0
<b>Total Cash Requirements (for tax bylaw)</b>	<b>-9,698,970.00</b>	<b>-12,821,190.00</b>	<b>-12,001,486.00</b>	<b>-12,533,607.00</b>	<b>-13,391,830.00</b>

Carried.

## **5. Issues for Information:**

### **Chief Administrative Officer's Report**

The Chief Administrative Officer gave an updated report to Council for the period of June 26, 2019 to August 28, 2019:

#### **Legislative/Governance:**

- Stemming from the August 27, 2019 Intermunicipal Collaboration Framework (ICF) / Intermunicipal Development Plan (IDP) meeting with Lamont County, Council will need to appoint two members to serve on the Lamont County ICF/IDP Committee.
- September 23 to 28, 2019 is Alberta Development Officers' Week.
- The Lakeland Communities Health Advisory Council is hosting an information session in Lac La Biche on September 11, 2019.
- "Ukrainian-Canadian Heritage Day" is on September 7, 2019 which is an annual celebration as per the Provincial Ukrainian-Canadian Heritage Day Act.

#### **Administrative:**

- Supplemental Report: Action on the 3-Year Strategic Plan: 69% Progress.

#### **Financial:**

- Having become aware of some paving occurring locally, Management has attained a quote for paving the Main Office parking lot. The quote is a little lower than prior quotes and would be an unbudgeted expenditure.

#### **Human Resources:**

- Have begun the evaluation cycle for Management on August 27, 2019.

#### **Community:**

- First Baptist Church of Smoky Lake is requesting gravel for their parking lot (volume unspecified).

#### **Training:**

- Some legislative staff will attend a Municipal Affairs session on Statistical returns, Municipal Accountability Program (MAP), and electoral administration on September 10, 2019.

#### **Council Member Inquiry:**

- Council recently discussed the status of the roundabout at the intersection of Highways 28 and 831. The Deputy Minister responded to a request for an update. The short answer is that nothing has changed. The project is tender-ready but is not on the funding list. As the government is in somewhat of a spending freeze, no answer is expected before the release of the budget in October 2019.

### **Intermunicipal: Collaboration Framework & Development Plan with Lamont County**

1051-19: Halisky

That a Smoky Lake County Committee appoint Division 2 Councillor: Johnny Cherniwchan and Division 3 Councillor: Craig Lukinuk as members to the Smoky Lake County/Lamont County - Intermunicipal Collaboration Framework (ICF) and Intermunicipal Development Plan (IDP) Committee; and Division 1 Councillor: Dan Gawalko, be the alternate member.

Carried.

**Intermunicipal: Collaboration Framework & Development Plan with Thorhild County**

1052-19: Gawalko That a Smoky Lake County appoint Division 5 Councillor: Randy Orichowski and Division 4 Councillor: Lorne Halisky, as members to the Smoky Lake County / Thorhild County - Intermunicipal Collaboration Framework (ICF) and Intermunicipal Development Plan (IDP) Committee; and Division 1 Councillor: Dan Gawalko, be the alternate member.

Carried.

**Intermunicipal: Collaboration Framework & Development Plan with Urbans**

1053-19: Orichowski That a Smoky Lake County appoint Division 4 Councillor: Lorne Halisky and Division 3 Councillor: Craig Lukinuk, as members to the Smoky Lake County / Town of Smoky Lake / Village of Waskatenau / Village of Vilna - Intermunicipal Collaboration Framework (ICF) and Intermunicipal Development Plan (IDP) Committee; and Division 2 Councillor: Johnny Cherniwchan, be the alternate member.

Carried.

**Alberta Development Officers Week**

1054-19: Gawalko That Smoky Lake County proclaim September 23 to 28, 2019 as Alberta Development Officers Week in Smoky Lake County to recognize sound development and planning practices and the contributions made by Development Officers to the quality of development within our communities and environment.

Carried.

**Lakeland Communities Health Advisory Council**

1055-19: Orichowski That Smoky Lake County Council who can attend – attend the Alberta Health Services - Lakeland Communities Health Advisory Council's information session scheduled for September 11, 2019, to be held in Lac La Biche, Alberta.

Carried.

**Main Office Parking Lot Paving**

1056-19: Lukinuk That Smoky Lake County Council approve the unbudgeted expenditure to be funded from reserves, to complete a 100 mm Asphalt Concrete Pavement (ACP) surface on 1,998 m<sup>2</sup> of the Smoky Lake County Main Office Public/Staff parking lot, located at 4612 McDougall Drive, Smoky Lake, as per the quote received from Spectre Systems, a Division of 1932275AB Ltd., dated August 23, 2019, at a contract value in the amount of \$95,404.50, as the company is already working in the area and therefore would save the County mobilization fees.

Carried.

**First Baptist Church of Smoky Lake**

1057-19: Cherniwchan That Smoky Lake County donate one load (12 tonne) of gravel to the First Baptist Church of Smoky Lake for their parking lot improvement project, in response to the letter received from Sharon Phillips, Secretary of the First Baptist Church of Smoky Lake, dated August 19, 2019.

Carried.

**Ukrainian-Canadian Heritage Day**

1058-19: Orichowski That Smoky Lake County Council proclaim "Ukrainian-Canadian Heritage Day" on September 7, 2019 and fly the flag of Ukraine to publicly celebrate and recognize the Ukrainian heritage within the Smoky Lake County region; and acknowledge the Annual Celebration as per the Provincial Ukrainian-Canadian Heritage Day Act.

Carried.

### Minister of Transportation

1059-19: Orichowski That Smoky Lake County Council pursue a meeting with the Honourable Ric McIver, Minister of Transportation for Alberta, to discuss and advocate for the tender-ready project: Intersection Amendment at Highway 28 and Highway 831, prior to the release of the budget in October, 2019; and carbon copy our local MLA: Glenn van Dijken Athabasca-Barrhead-Westlock.

Carried.

### Financial Update

As annexed to the minutes:

↳ Financial Statement for the Months: **June 2019.**

### Action List(s)

↳ Action List(s):

- i. County Council Meeting – June 27, 2019.
- ii. County Council Committee of the Whole Meeting – July 17, 2019.
- iii. County Council Departmental Meeting – July 19, 2019.
- iv. Special Council Meeting – August 7, 2019.

### Chief Administrative Officer's Report

1060-19: Cherniwchan That the updated report for the period of June 26, 2019 to August 28, 2019 prepared by the Chief Administrative Officer, be accepted and filed for information.

Carried.

### 9. Public Question and Answer Period:

11:35 - 11:37 a.m.

No Public Questions.

### Finance Manager's Report:

#### Actual to Budget Report

Brenda Adamson, Finance Manager provided an updated Financial report for the period of June 19, 2019 to August 21, 2019.

### Budget Meeting(s)

1061-19: Cherniwchan That the next Smoky Lake County Council **Budget Meeting** be scheduled for Wednesday, **September 25, 2019 at 1:00 p.m.**, to be held in County Council Chambers; and the Smoky Lake County Council Meeting for the purpose of the **Chief Administrative Officer Evaluation Meeting** be **rescheduled from 10:00 a.m. to 9:00 a.m.**, Wednesday, September 25, 2019.

Carried.

1062-19: Orichowski That a Smoky Lake County Council **Budget Meeting** be scheduled for Wednesday, October 23, 2019, at 9:00 a.m. to be held in County Council Chambers.

Carried.

1063-19: Halisky That a Smoky Lake County Council **Budget Meeting** be scheduled for Friday, November 29, 2019, at 9:00 a.m. to be held in County Council Chambers.

Carried.

### Taxes Outstanding

1064-19: Halisky That Smoky Lake County offer AlphaBow Energy Ltd. a counter proposal of accepting 50% of their property tax obligation, and then payment in full excluding penalties once the new assessment has been provided to the County from the Province, in response to the letter received from Shuo (Marshall) Shi, Chief Executive Officer and Director of AlphaBow Energy Ltd., dated June 24, 2019.

Carried.

### 2019 Property Tax Sale

1065-19: Halisky That Smoky Lake County approve the 2019 Tax Sale to be held Friday, December 13, 2019 at 10:00 am in Council Chambers for the Property Tax Roll # 271501200, legally described as Plan 1039CL, Blk 1, Lot 20, SE 34-59-15-4, in the hamlet of Bellis, with a reserve bid of \$15,000.00, 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 December 20, 2019.

Carried.

### Finance Manager’s Report

1066-19: Orichowski That the Smoky Lake County Financial Report prepared by Brenda Adamson, Finance Manager for the period June 19, 2019 to August 21, 2019, be accepted for information.

Carried.

### Meeting Recessed

Meeting recessed for Lunch, time 12:50 p.m.

### Meeting Reconvened

The meeting reconvened on a call to order by Reeve Craig Lukinuk at 1:31 p.m. in the presence of Council members, the Chief Administrative Officer, Assistant Chief Administrative Officer, Finance Manager, GIS Technician, Planning and Development Manager, Planning and Development Assistant, Public Works Manager and Recording Secretary and Ed English, Peace Officer.

### 7. Delegation:

### Garner Lake – Birchland Subdivision

Present before County Council at 1:31 p.m. to 2:40 p.m. were residents from Garner Lake – Birchland Subdivision to discuss safety concerns with unauthorized barricades along the Municipal and Environmental Reserve lands at Garner Lake, as well as the impact of implementing an Environmental Reserve (ER) and Municipal Reserve (MR) Land Management bylaw which may restrict ATV use.

### Property Tax Roll # 54000095

1067-19: Halisky That Smoky Lake County amend Motion May 23, 2019 Motion #723-19: “That Smoky Lake County **cancel** Property Taxes including penalties in the amount of \$267.87 on Property Tax Roll Number 54000095, Owner: Riley Resources, due to this company going into receivership in Year-2011 and being on the Provincial orphan well list; abandoned well properties are required to be assessed although the taxes are uncollectable due there being no owners to collect taxes from.” **to clarify and include the penalties value in the amount of \$1,700.14.**

Carried.

**Property Tax Roll # 17613511**

1068-19: Halisky That Smoky Lake County amend Motion May 23, 2019 Motion #724-19: “That Smoky Lake County **cancel** Property Taxes including penalties in the amount of \$11,183.17 on Property Tax Roll Number 17613511, Owner: Riley Resources, due to this company going into receivership in Year-2011 and being on the Provincial orphan well list; abandoned well properties are required to be assessed although the taxes are uncollectable due there being no owners to collect taxes from.” **to clarify and include the penalties value in the amount of \$11,903.39.**

Carried.

**Finance Manager Report**

1069-19: Cherniwchan That information provided to Smoky Lake County Council which was added to the Financial Report prepared by for the period June 19, 2019 to August 21, 2019, in regard to amending the May 23, 2019 Motion # 723-19 and 724-19, be accepted for information.

Carried.

**5. Issues for Information:**

**Reeve’s Report:**

Reeve Craig Lukinuk presented the following written report:



**Reeve’s Report**  
**For June 18, 2019 to August 20, 2019**

June 18, 2019 – Corridor Communications Inc. (CCI) Wireless held by conference call: (Craig)

- Unanimously agreed to amended the CCI share Holders agreement by removing Section 3.8.
- Acknowledged Bob Kennedy as a new board member.

June 19, 2019 – FedGas Insurance Reciprocal Exchange AGM held in Edmonton: (All Council except Lorne)

- Reviewed the Audited Financial Statement and approved the FedGas Insurance Reciprocal Exchange Audited Financial Statement for the Year Ending December 31, 2018.
- Reappointed Metrix Group LLP as the auditor for the FedGas Insurance Reciprocal Exchange for the period of January 1, 2019 to December 31, 2019.
- Accepted the FedGas Insurance Reciprocal Exchange Business Activities Report for the Year-2018.
- Received a Gas Alberta Inc. update.
- Guest speaker, David Grauwiler, talked about Canadian Mental Health.

June 21, 2019 – Northern Lights Library System (NLLS) Executive Meeting held in Elk Point: (Craig)

- Marigold System was attacked by Malware it will Approximately cost \$500,000 to repair.
- Reviewed Board Chair Renumeration.
- Reviewed policy on Board of Record funds (Rural Services Grant).
- Motion to develop a Terms of reference for all committees.

June 21, 2019 – Northern Lights Library System (NLLS) Building Committee held in Elk Point: (Craig)

- Discussed upcoming renovations to the NLLS Headquarters.
- Recommended to pay Jen-Col Construction for work currently completed.
- Received a report in regard to the building Windows Condition Assessment.

June 24, 2019 – Joint Municipalities Meeting held at the Smoky Lake Golf Clubhouse: (All Council)

- Agreed, in principal to make a joint application to the Municipal Energy Manager (MEM) Program for 80% funding, to a maximum of \$80,000.00, to hire a Municipal Energy Manager, for the purpose of managing energy use, becoming more energy efficient, and reducing greenhouse gas (GHG) emissions in municipal facilities and to develop a work plan that includes generating an energy management plan, assessing energy management practices within the municipality, identifying energy saving opportunities, and leading energy saving and GHG reducing projects
- Recommended to execute the Joint Accreditation Quality Management Plan agreement in accordance with the Safety Codes Act, between the County, Town and Villages.

June 25, 2019 – Regional Community Development Committee held in Council Chambers: (Craig & Lorne)

- Recommended a letter go to Servus Credit Union regarding the Smoky Lake CIBC Bank closure.
- Approved to utilize the Self-Guided Touring Companion application called “History Check”.
- Recommended each respective municipality participate in the Ukrainian Twinning Initiative with the Canada Ukraine Chamber of Commerce (CUCC) Alberta. Talked with Vitally Milentyev and discussed the signing of the memorandum of understanding before moving forward on the twinning due to budgetary implications.
- Received a presentation from Kevin Gangel on “Unstoppable Conversations”.
- Reviewed the Strategic Priorities Chart.

June 25, 2019 – Doctor Recruitment and Retention Committee held in the Town Council Chambers: (Craig)

- Discussed funding to the Raubenheimer Medical Clinic for a 4<sup>th</sup> Physician.
- Reviewed the Doctor Recruitment and Retention YTD Financial update.
- Alicia Fox replaced Kim Fleming as the RHPAP representative for our area.



## **Reeve's Report**

**For June 18, 2019 to August 20, 2019**

June 27, 2019 – County Council Meeting held in County Council Chambers: (All Council)

- Amended Policy Statement 01-03-26 Organizational Chart to revise some position names.
- Gave First Reading to Bylaw 1350-19 to Designate the Bellis Firehall, on the land legally described as Plan 1039CL, Block 2, Lot 12, as a Municipal Historic Resource.
- Gave Third & Final Reading to: Bylaw 1344-19 Dog Control, Bylaw 1342-19 Noise Bylaw, Bylaw 1355-19 Smoky Lake Region Community Economic Development Officer and Bylaw 1348-19 Telecommunications.
- Adopted Policy Statement 61-22-01: Telecommunications.
- Gave First Reading to Bylaw 1351-19 to amend & revise the Victoria District Area Structure Plan.
- Approved to provide County pins plus a donation of \$400 each to qualifying H.A. Kostash Students to participate in the 2019 National Archery in School Program (NASP) World Open Tournament held in Nashville on July 25-27, 2019.
- Approved a \$500 donation to the Smoky Lake Fire Department for the August 4, 2019, fireworks.
- Approved \$1,500 of FCSS funding for Warspite Community Hall Association's Volunteer & Family Appreciation Night.
- Approved \$2,500 of FCSS funding towards H. A. Kostash School's Student Leadership Conference.
- Approved action taken in sending a letter to Jason Kenny, signed by Smoky Lake County, Town of Smoky Lake, Village of Vilna, Village Waskatenau and Aspen View Public Schools, dated June 12, 2019 in regard collaboration towards a new H. A. Kostash School in Smoky Lake.
- Acknowledged the partially completed Emergency River Access project, at a cost of \$15,935.66, for a gravel base at the Pakan Ferry Crossing.
- Approved to remove all Council from the Subdivision and Development Appeal Board (SDAB) in accordance with Smoky Lake County Bylaw 1347-19: Subdivision and Development Appeal Board.
- Approved to host the Rural Municipalities of Alberta - RMA District 5 Meeting scheduled for September 27, 2019 in the National Hall, Smoky Lake.
- Approved to sponsor the Redwater-Smoky Lake Victim Services Unit's 2019 Annual Charity Golf Tournament held on July 14, 2019, valued at \$250.
- Provided a formal position to the Director of External Relations and Advocacy for Rural Municipalities of Alberta on the Red Tape Reduction Act, which is an act to decrease the regulatory burden in Alberta.
- Approve to provide a letter of support to Métis Crossing for their application to the Canadian Experiences Fund (CEF) towards their multi-million-dollar project of a Cultural Gathering Centre along with the development of a "Métis Farm, and Forest, to Table Culinary Experience".
- Proclaimed July 21-27, 2019 as National Drowning Prevention Week.
- Approved action taken in providing 35.33 tonne of gravel and in-kind assistance to repair the private road that leads to the Pioneer Bible Camp.
- Approved to donate \$30,000 to Vilna and District Agricultural Society for repairs to the Vilna and District Agricultural Society Curling Arena Roof.
- Acknowledged receipt of the Peace Officer Program Audit Report.
- Approved to provide \$4,475 worth of in-kind assistance to the Town of Smoky Lake to create a road base on Harvest Gold Drive.
- Approved to sponsor \$250 towards the Smoky Lake Ag Society's Aug. 5 2019 Annual Demo Derby.

July 10, 2019 – Intermunicipal Collaboration Framework Meeting held in Thorhild: (All Council)

- Discussed: Mutual Aid Agreement with regards to Emergency Services, Transportation Issues Roads and Bridges, Recreational Services, and Peace Officer Services.

Page 2 of 4

July 12, 2019 – Junior Firefighter Summer Day Camp Closing Ceremony held in Smoky Lake: (Craig)

- Presented 11 Participation Certificates to those who attended Smoky Lake Region's very first Junior Firefighter Summer Day Camp.

July 17, 2019 – Joint Health & Safety Committee Meeting held in County Council Chambers: (Craig, Lorne & Johnny)

- Acknowledged Formal Safety Inspection at 5 locations.
- Received Shelter-In-Place information.
- Received a presentation on Crime Prevention Through Environmental Design (CPTED).
- Reviewed 1 incident: a break and enter into the Public Works Yard.
- Acknowledged the Visitor Check-in / Check-out binders and clip-on badges created for the Main Office and Shop Office.

July 17, 2019 – County Committee of the Whole Meeting held in County Council Chambers: (All Council)

- Discussed the Draft Bylaw for Environmental Reserve (ER) and Municipal Reserve (MR) Land Management.

July 19, 2019 – County Council Departmental Meeting held in County Council Chambers: (All Council)


- Adopted and or Amended the following Policies relating to the Peace Officer Program:
  - Policy Statement 02-28-01: Peace Officer: Notebook Policy.
  - Policy Statement 02-27-01: Peace Officer: Informal Complaint Process.
  - Policy Statement 02-12-03: Traffic Safety Plan.
  - Policy Statement 02-29-01: Exhibit Handling.
  - Policy Statement 02-32-01: Video Recording System
- Approved to provide 24 tonnes of gravel, including trucking and spreading on the existing trail to the lake shore on 7th Street at Birchland Resort, Garner Lake.
- Approved to donate \$1,000 to the Smoky Lake Town & Country Golf Course towards their Free Junior Golf Program.
- Approved to provide an in-kind donation of up to two tandem loads (24 Tonnes) of gravel valued in the estimated amount of \$360.00 including delivery in the amount of \$456.00 to the Descent of The Holy Spirit Ukrainian Catholic Church of Waskatenau. (Only one load was needed)
- Approved to enter into a Hold Harmless Agreement for Custom Work with the Village of Vilna to provide in-kind assistance of Grass Mowing at the Bonnie Lake Ball Diamond.
- Awarded to 2019 Gravel Crushing Tender at the White Earth Creek Gravel Pit to Metro Paving & Road Building Ltd.
- Approved to sell the County's surplus equipment: 2014 FX 1200 Schulte 10ft Mower with Flex Arm, 2011 Caterpillar 14M Motor Grader, and a 2007 Caterpillar 14H Motor Grader.
- Approved to purchase an electronic gate for the Public Works Yard west entrance.
- Agreed to support Lac Ste. Anne County's initiative to organize a meeting with rural municipalities for the purpose of discussing strategies to help our local MLA's understand rural municipal issues.

July 22, 2019 – Northern Lights Library System (NLLS) Executive Meeting held in Elk Point: (Craig)

- Discussion to release 50% of the Rural Service Grant based on last years records due to the Provincial Budget not being released.
- Plan of Service review some wording needs to be changed.
- Financial Report Update.
- Discussion on lobbying the Government to review the Library Act.

Page 3 of 4





### Reeve's Report

For June 18, 2019 to August 20, 2019

July 22, 2019 – Northern Lights Library System (NLLS) Building Committee held in Elk Point: (Craig)

- Reviewed quote on Window Resealing, this work will start in September.
- Discussion on engineering work needed to be done before working on flooding problem.

July 24, 2019 – Municipal Planning Commission held in County Council Chambers: (All Council)

- Approved Development Permit No. 031-19: SE-25-58-17-W4M for the development of Cabin (20' x 26') subject to conditions.
- Approved Development Permit No. 029-19: NW-32-59-12-W4M for the development of Natural Resource Extraction/Processing Facility (Sand and Gravel), subject to conditions.

July 29, 2019 – Pumpkin Patch Day Care Meeting held in Smoky Lake: (Craig)

- Reviewed Fee Schedule, Financial Reports and Policies.
- Received up to date statistic of 39 Co-Op Members, 3 new Families, 5 new kids.
- Received a Calendar for the year show when the facility will be running including Stat Holidays and when the daycare is closed.

July 30, 2019 – Regional Community Development Committee (RCDC) held in County Council Chambers: (Craig & Lorne)

- Accepted Opportunity Tracker Status Report Template.
- Discussed Grant Applications.
- Reviewed: Strategic Priorities Chart, promotional brochure for the Smoky Lake Region, Financial Reports and the CEDO's report.

August 7, 2019 - County Council Special Meeting held in Council Chambers: (All Council except Dan)

- Agreed to pursue necessary environmental approvals for a possible slopped beach to restore the integrity to the degraded shoreline at the Mons Lake Recreation Area.

August 7, 2019 – Municipal Planning Commission held in Council Chambers: (All Council except Dan)

- Approved Development Permit No. 038-19: SW-3-59-14-W4M for the development of a Bed and Breakfast Use for an Accessory Building, subject to conditions.

August 8, 2019 – Federation of Alberta Gas Co-ops Ltd. Charity Golf Classic at Goose Hummock: (Craig, Randy & Lorne)

- Networked with local MLAs and gas co-op members.
- Helped raise \$ 25,000 for the Multiple Sclerosis (MS) Society.

August 12, 2019 – North East Muni-Corr Ltd. Meeting held at St. Paul: (Craig & Johnny)

- Discussed: Committee Renumeration, HWY 28/63 Regional Water, and Municipal Fire Ban.
- Reviewed: Maintenance Agreement with M.D. of Bonnyville / Village of Glendon, CFEP Application letter of support, Riverland Recreational Trail Society 10 Year Strategy & Development Plan Request for Proposal, and Financial Update.

Sincerely,

Craig Lukinuk,  
Smoky Lake County Reeve

Page 4 of 4

1070-19: Gawalko That the Smoky Lake County Reeve's Report received for June 18, 2019 to August 20, 2019, be accepted and filed for information. Carried.

#### Mayors & Reeve's Strong Rural Caucus Meeting

1071-19: Orichowski That Smoky Lake County's Reeve: Craig Lukinuk and Chief Administrative Officer: Cory Ollikka, attend Mayors & Reeve's Strong Rural Caucus Meeting, organized by Lac Ste. Anne County, scheduled for September 16, 2019, to be held at the Westlock Inn. Carried.

#### Manager's Reports:

##### Public Work

##### The Holy Spirit Ukrainian Catholic Church of Waskatenau

1072-19: Orichowski That Smoky Lake County proceed to deliver a second tandem load of sand to The Holy Spirit Ukrainian Catholic Church of Waskatenau and pile it near the cemetery, as the first load was delivered on August 7, 2019 in respect to Council's July 19, 2019 Motion # 936-19 to provide an in-kind donation of up to two tandem loads (24 Tonnes) of sand valued in the estimated amount of \$360.00 including delivery in the amount of \$456.00 to the Descent of The Holy Spirit Ukrainian Catholic Church of Waskatenau, in response to the letter request from Tom Pawluk, President, Descent of The Holy Spirit Ukrainian Catholic Church of Waskatenau, dated July 17, 2019. Carried.

**Smoky Lake County Council Road Tour - Bussing**

1073-19: Gawalko That Smoky County book and utilize the Smoky Lake Lions Bus for the County Council Road Tour scheduled for September 19 and 20, 2019; or alternatively, book the Vilna Mushroom Buss or a school bus from H.A. Kostash School.

Carried.

**Public Works Manager's Report  
Alberta Environment and Park**

1074-19: Orichowski That Smoky Lake County acknowledge receipt of the email correspondence received from Stephen Aboiye, Approvals Team Lead, Alberta Environment and Park – Athabasca Region, dated June 27, 2019, requesting supplemental information about the White Earth South Pit, legally described as NE-35-60-18-W4; and further, acknowledge receipt of the letter from Wilma G Bihis, Provincial Approvals Section, Alberta Environment and Parks, dated July 21, 2019, in regard to approval of the Aggregate Land Request No. ALR 190033 to proceed to apply for a Surface Material Exploration (SME).

Carried.

**Planning and Development Manager**

**Intermunicipal Collaboration (ICF) and Intermunicipal Development Plan (IDP) Meeting**

1075-19: Halisky That a Smoky Lake County **Intermunicipal Collaboration (ICF) and Intermunicipal Development Plan (IDP) with the Town of Smoky Lake, Village of Vilna and Village of Waskatenau Committee Meeting** be scheduled for Tuesday, September 17 at 10:00 a.m., to be held in County Council Chambers.

Carried.

**Smoky Lake County Council Road Tour**

1076-19: Cherniwchan That the Smoky Lake County Council Road Tour scheduled for Thursday, September 19, 2019, **be rescheduled form 10:00 a.m. to 9:00 a.m.**

Carried.

**Free Traders Cabin at Victoria Settlement**

1077-19: Halisky That Smoky Lake County provide notice to the owners of the Countys' intent to designate the "Free Traders Cabin" at Victoria Settlement as Municipal Historic Resource which is located on the lands legally described as on the land title as: all that portion of lot 3 which lies to the south east of a line drawn at right angles to the western boundary of said lot and across said lot from a point in the said western boundary distant five (5) chains measured south easterly along said western boundary from the rear line of the said lot.

Carried.

**Safety Officer**

**Bordering on Disaster Conference**

1078-19: Orichowski That Smoky Lake County relevant staff who can attend - attend the Bordering on Disaster Conference scheduled for September 17, 2019 in Lloydminster, Saskatchewan.

Carried.

**Communications/GIS  
Committee of the Whole for the Purpose of GIS**

1079-19: Cherniwchan That Smoky Lake County Council accept the update provided by the GIS Technician, for the months of July and August 2019, for information, including the following chart:

<b>GIS - Smoky Lake County Agreements</b>			
Type of Agreement	Parties Involved	Date Executed	Date Expires
<b>2018</b>			
GIS Contract	County/Munisight Ltd.	January 1, 2018	December 31, 2020
GIS Contract – PD Site	County/Munisight Ltd.	January 1, 2018	December 31, 2021
Municipal Data Access License	County/McElhanney Consulting Services Ltd.	February 7, 2018	December 31, 2019
Municipal Data Access License	County/CPP Environmental Corp.	June 21, 2018	December 31, 2019
GPS Contract –AVL (39-TT6000)	County/Certified Tracking Solutions	February 26, 2018	February 26, 2022
GPS Contract –AVL (02-OBDI)	County/Certified Tracking Solutions	February 26, 2018	February 26, 2022
GPS Contract –AVL (04-TT6000)	County/Certified Tracking Solutions	March 22, 2018	March 22, 2022
<b>2019</b>			
Municipal Data Access License	County/Focus Communications	January 18, 2019	December 31, 2019
GIS Program	County/Hexagon Geospatial	April 1, 2019	March 31, 2020
Municipal Data Access License	Associated Engineering Alberta Ltd.	July 9, 2019	December 31, 2020
Municipal Data Access License	County/MPE Engineering Ltd.	July 9, 2019	December 31, 2020

Carried.

**Managers' Reports**

1080-19 Orichowski That Smoky Lake County Council accept Managers' Reports for the months of July and August, as presented, for information.

Carried.

**Training Events – Reports**

1081-19: Gawalko That Smoky Lake County Council acknowledge receipt of the Reports produced in accordance with Management Policy No. 01-M-41: Reporting on Training Events, received from:

Emergency Services

- Alberta Fire Chiefs Association 2019 Annual Conference & Trade Show - attended by: Scott Franchuk, Fire Chief.

Carried.

**5. Issues for Information:**

**Committee Task Forces and Boards: Reports**

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

- Meeting held on July 26, 2019 in Nisku.

**8. Executive Session**

**Corridor Communications Inc. (CCI) Wireless**

No report

**Doctor Recruitment and Retention**

- Action List from the meeting held on December 3, 2018 included in this agenda package.

**Memorandum of Understanding - Drs. Raubenheimer Medical Clinic**

1082-19: Cherniwchan That Smoky Lake County approve action taken by the Reeve on the execution of the Memorandum of Understanding between Drs. Raubenheimer Medical Clinic and Town of Smoky Lake/Smoky Lake County/Village of Vilna/Village of Waskatenau, dated June 26, 2019, for the municipalities to provide the Raubenheimer Clinic funds in the amount of one-hundred-thousand dollars (\$100,000.00) to be used for the set-up costs of the 4<sup>th</sup> physician in the Smoky Lake Region.

Carried.

**Evergreen Regional Waste Management Services Commission**

- Meeting held on August 27, 2019.
- Next meeting is scheduled for September 23, 2019.

**Tribal Chiefs Employment & Training Services Association**

1083-19: Halisky That the document received by Smoky Lake County from the Tribal Chiefs Employment & Training Services Association titled: Waste Management Training Program Report, with information from Years 2018-2019, be filed for information.

Carried.

**Family Community Support Services Committee**

- No Report.

**Fire and Rescue Liaison Committee**

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

**Government Liaison Committee**

- Addressed in the Reeve's Report.

**Rural Municipalities of Alberta (RMA) - Fall 2019 Convention**

1084-19: Halisky That Smoky Lake County Council and relevant Administration who can attend - attend the Rural Municipalities of Alberta (RMA) Fall 2019 Convention scheduled for November 12-15, 2019 in Edmonton, Alberta.

Carried.

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

- Meeting held on August 28, 2019.
- The TELUS legal matter has been resolved.
- Next meeting is scheduled for October 3, 2019.

**Joint Health and Safety Committee**

- Meeting Minutes included:
  - Minutes: June 19, 2019.
  - Minutes: July 17, 2019
- Next meeting is scheduled for August 30, 2019.

**Alberta Municipal Health and Safety Association (AMHSA)**

1085-19: Halisky That the letter received by Smoky Lake County from Terri Filipski, Marketing & Communications, Alberta Municipal Health and Safety Association (AMHSA), dated June 28, 2019 announcing their Annual Report for Year-2019 being available on their website, be filed for information.

Carried.

### **Municipal Planning Commission**

- Meeting held July 24, 2019 and August 7, 2019.
- Approved Development Permit No. 031-19: SE-25-58-17-W4M for the development of Cabin (20' x 26') subject to conditions.
- Approve Development Permit No. 029-19: NW-32-59-12-W4M for the development of Natural Resource Extraction/Processing Facility (Sand and Gravel), subject to conditions.
- Approved Development Permit No. 038-19: SW-3-59-14-W4M for the development of a Bed and Breakfast Use for an Accessory Building, subject to conditions.

### **Northeast Alberta Information HUB**

- Annual General Meeting held, June 27, 2019.
- Next meeting is scheduled for November 18, 2019.

### **Northeast Alberta Information HUB - Membership**

1086-19: Halisky That the Smoky Lake County renew the Northeast Alberta Information HUB Ltd. membership, based on a population of 2,461 at \$0.50/capita in the amount of \$1,230.50 for the period of April 1, 2019 to March 31, 2020, invoice #452, dated April 1, 2019.

Carried.

### **North East Muni-Corr. Ltd.**

- Addressed in the Reeve's Report.
- Included in the agenda package:
  - Chequing Account/Comptrollers Report: July 31, 2019.

### **Winter Maintenance Program of the Iron Horse Trail**

1087-19: Cherniwchan That Smoky Lake County renew the funding agreement for the Winter Maintenance Program of the Iron Horse Trail for a three-year term from 2019 to 2021, at a contribution in the amount of \$2,500.00 per year of which 57% is to be contributed to the Riverland Recreational Trail Society and 43% is to be contributed to the Iron Horse Trail Groomer Foundation (Smoky Lake Trail Twister Snowmobile Club); with funds allocated from the Grants to Individuals and Organizations budget.

Carried.

### **Alberta Snowmobile Association**

1088-19: Halisky That the document received by Smoky Lake County from the Alberta Snowmobile Association titled: Facts and Myths About Snowmobiling and Winter Trails, be filed for information.

Carried.

### **Riverland Recreational Trail Society**

1089-19: Orichowski Smoky Lake County acknowledge receipt of the Riverland Recreational Trail Society's Request for Proposal for the Alberta's Iron Horse Trail 10 Year Strategy and Development Plan (2020-2030).

Carried.

### **North East Muni-Corr Golf Tournament**

1090-19: Halisky That Smoky Lake County Council approve action taken for Council members and relevant staff to attend the annual North East Muni-Corr Golf Tournament held on September 9, 2019 at the St. Paul, Alberta Golf Course.

Carried.

### **Northern Lights Library Board**

- Addressed in the Reeve's Report.
- Included in the agenda package:
  - Financials as of June 19, 2019
- Next Meeting is scheduled for September 21, 2019.

**Policy Committee**

- None scheduled.

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

- Next Meeting has been rescheduled from September 18 to September 11, 2019.
- Vilna and Bellis COP (Citizens on Patrol) Meeting held on August 24, 2019, in Vilna.
- COP (Citizens on Patrol) Family Fun Day held on Saturday August 24, 2019, in Vilna.
- Next COP (Citizens on Patrol) Meeting is scheduled for Thursday October 17, 2019, in Bellis.

**Regional Community Development Committee (RCDC)**

- Addressed in the Reeve's Report.

**Community Information and Registration Evening**

1091-19: Gawalko

That Smoky Lake County approve action taken in Councillor Lorne Halisky attending the Community Information and Registration Evening event organized through the Regional Community Development Committee (RCDC) held on August 28, 2019 at the Smoky Lake Curling Rink.

Carried.

**Regional Emergency Management Advisory Committee**

- No report.
- Next meeting will be scheduled at the call of the Chair.

**Risk-Pro Control Management Committee**

- Added Named Insured: Minutes:
  - Smoky Lake Riding Club: January 20, 2019.

**Smoky Lake Community Daycare Co-operative Steering Committee**

- Address in the Reeve's Report.
- Included in the agenda package:
  - Financial Statement: June 30, 2019.
  - 2019/2020 Pumpkin Patch Daycare Calendar.

**Smoky Lake Foundation**

- Meeting held on August 21, 2019.
- Next Meeting is scheduled for September 24, 2019.

**Smoky Lake Region Fire and Rescue Committee**

- Next meeting is scheduled for September 18, 2019.

**Smoky Lake Heritage Board**

- No Report.

**Joint Municipalities Meeting**

- Next meeting is scheduled for September 23, 2019 in Waskatenau.

**Smoky Lake Agricultural Society**

- No report.

**Intermunicipal Development**

- Address in the Reeve's Report

1092-19: Cherniwchan

That the Smoky Lake County Committee Task Force and Board Reports presented by Councillors as of August 29, 2019, be accepted.

Carried.

## 6. Correspondence:

### **RMA (Rural Municipalities of Alberta)**

1093-19: Orichowski That the following correspondence received from the RMA (Rural Municipalities of Alberta), be filed for information:

- a. Presidents Update: June 2019.
- b. Contact Newsletter: June 21, 2019.
- c. Contact Newsletter: June 28, 2019.
- d. Contact Newsletter: July 4, 2019.
- e. Contact Newsletter: July 26, 2019.
- f. Contact Newsletter: August 9, 2019.
- g. Contact Newsletter: August 2, 2019.
- h. Contact Newsletter: August 16, 2019.

Carried.

### **International Day of Older Persons**

1094-19: Orichowski That Smoky Lake County declare October 1, 2019 as “International Day of Older Persons” in response to the email correspondence received from Becca Barrington, Campaign Coordinator, Let’s Stop Ageism Campaign, Alberta Council on Aging, dated July 4, 2019.

Carried.

### **Alberta Municipal Affairs 2018-19 Annual Report**

1095-19: Halisky That information received by Smoky Lake County from Meryl Whittaker, Deputy Minister, Alberta Municipal Affairs, dated July 2, 2019, in regard to the Alberta Ministry of Municipal Affairs’ 2018-19 Annual Report being available for viewing online through the open.alberta.ca website, be filed for information.

Carried.

### **Veterans Memorial Highway Association**

1096-19: Gawalko That the email received by Smoky Lake County from Michael Yaielashek, Transfer Station Supervisor, Paintearth Regional Waste Management Ltd., dated July 18, 2019, announcing his resignation as the Secretary Treasurer of the Veterans Memorial Highway Association, be filed for information.

Carried.

### **Aspen View Board Highlights**

1097-19: Orichowski That the newsletter received by Smoky Lake County from Aspen View Public School Division #78, titled: Aspen View Board Highlights, dated June 27, 2019, be filed for information.

Carried.

### **Endurance Riders of Alberta**

1098-19: Halisky That Smoky Lake County Council approve action taken by administration in providing a sponsorship in the amount of \$200.00 to the 2<sup>nd</sup> Annual NightWind’s Summer Sizzler Endurance Race held on July 26-28, 2019 near Bellis Alberta.

Carried.

**Endurance Riders of Alberta**

1099-19: Orichowski That Smoky Lake County **defer** the letter received from Natasha Dombrosky, Sponsorship Coordinator, Endurance Riders of Alberta, dated July 2019 in requesting a Year-2020 sponsorship for the NightWind's Summer Sizzler Endurance Race, to a future Council Meeting for consideration under the Year-2020 budget.

Carried.

**Lac La Biche Regional Health Foundation**

1100-19: Gawalko That Smoky Lake County Council who can attend – attend the Grand Opening of the CT Scanner Suite at the Lac La Biche Healthcare Centre and Lakeland Communities Health Advisory Council Public Information Session scheduled for September 11, 2019 at 1:30 p.m. in Lac La Biche, Alberta.

Carried.

**Minister of Culture, Multiculturalism and Status of Women**

1101-19: Halisky That Smoky Lake County advertise for Self-Nominations towards the Stars of Alberta Volunteer Awards: Call for Nominations recognizing extraordinary Albertans for persons interested to self-application nominations deadline of September 20, 2019 in response to the letter received from Leela Sharon Aheer, Minister of Culture, Multiculturalism and Status of Women, dated July 11, 2019.

Carried.

**Minister of Education**

1102-19: Cherniwchan That Smoky Lake County acknowledge receipt of the letter from Adriana LaGrange, Minister of Education, dated July 5, 2019, thanking the County for their June 12, 2019, letter in regard to the supporting the replacement of H.A. Kostash School.

Carried.

**Victoria Trail Agricultural Society**

1103-19: Orichowski That Smoky Lake County Council approve action taken by administration in donating 24 tonnes (2 tandem loads) of gravel to the Victoria Trail Agricultural Society for their arena prior to the Waskatenau fair days, in response to the email received from Dave Harsulla, dated August 6, 2019.

Carried.

**Vilna Fair Committee - Vilna Boomtown Days**

1104-19: Gawalko That Smoky Lake County approve action taken by administration in donating 12 tonnes (1 tandem load) of gravel for a live auction item at the Vilna Boomtown Days in response to the letter received from Mary Flondra, Vilna Fair Committee, dated August 6, 2019.

Carried.



### **Northeast Alberta Information HUB**

1105-19: Halisky That Smoky Lake County defer to the email received from Bob Bezpalko, Executive Director, Northeast Alberta Information HUB, dated August 20, 2019, in regard to the Alberta HUB Tourism Workshops Registration, to the Regional Community Development Committee (RCDC).

Carried.

### **Minister of Seniors and Housing**

1106-19: Orichowski That the email received by Smoky Lake County from Josephine Pon, Minister of Seniors and Housing, dated August 20, 2019, in regard to the August 2019, Alberta Newsletter: Alberta Seniors and Housing, be filed for information.

Carried.

### **Peace Officer and Security Programs**

1107-19: Halisky That Smoky Lake County acknowledge receipt of the letter from Tammy L. Spink, Manager, Peace Officer and Security Programs, dated August 9, 2019, in regard to Smoky Lake County being in full compliance with the Peace Officer Act, Peace Officer (Ministerial) Regulations, Peace Officer Regulations and Peace Officer Program Policy and Procedures Manual Program Audit recommendations.

Carried.

### **Thank You: Summary Listing**

1108-19: Halisky Smoky Lake County acknowledge the “Thank you” correspondence received in the months of July and August 2019 from:

- STARS – Shock Trauma Air Rescue Services Foundation, for the 2019 contribution in the amount of \$5,000.00,
- Vilna & District Agricultural Society, for the donation towards the Vilna Curling Rink Arena roof replacement project,
- H.A. Kostash Archery Program, for the donation and sweaters for attending the World tournament held in Nashville, Tennessee,

; **and** invite the H.A. Kostash Archery Program students who attend the event to the next scheduled Council meeting to personally congratulate them on their success.

Carried.

### **Information Releases**

1109-19: Cherniwchan That the Smoky Lake County “Information Released” calendar for the months of July and August 2019, be filed for information.

Carried.

**10. Bills & Accounts:**

1110-19: 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: Aug. 29th, 2019***

<b>Batch #</b>	<b>Cheque Numbers</b>	<b>Total of Batch</b>
45952	47756 to 47779	\$58,728.02
45962	47780	\$17,500.00
46004	47781 to 47811	\$161,819.11
46016	47812 to 47819	\$237,277.00
46030	47820 to 47826	\$103,147.56
46032	47827 to 47833	\$8,394.34
46059	47834 to 47857	\$258,337.44
46102	47858 to 47867	\$16,658.42
46127	47868 to 47878	\$55,635.00
46133	47879 to 47900	\$51,449.06
46176	47901 to 47904	\$11,690.20
46217	47905 to 47937	\$114,964.62
46266	47938 to 47942	\$76,358.79
46267	47943 to 47983	\$675,040.62
46316	47984 to 47998	\$75,837.52
46337	47999	\$32,769.43
46380	48000 to 48006	\$195,397.72
46395	48007 to 48018	\$20,223.27
46428	48019 to 48048	\$51,438.61
46466	48049 to 48051	\$4,415.75
46528	48052 to 48085	\$74,789.46
46550	48086 to 48096	\$15,443.12
46603	48097 to 48111	\$56,673.58
46660	48112 to 48128	\$145,177.07

***Total Cheques from 47756 to 48128*** ***\$2,519,165.71***

**Direct Debit Register**

<b>Batch #</b>	<b>Description</b>	<b>Total of Batch</b>
46147	Smoky Lake County	\$385,613.91
46317	My HAS	\$1,836.30
46479	Smoky Lake County	\$371,449.61

***Total Direct Debits*** ***\$387,450.21***

**Grand Total Bills and Accounts** **\$2,906,615.92**

*(Note: From General Account)*

Carried.

**County Council Organizational Meeting**

1111-19: Orichowski That the next Smoky Lake **County Council Organizational Meeting** be scheduled for Thursday, **October 24, 2019 at 9:00 a.m.**, to be held in the County Council Chambers.

Carried.

**County Council Meeting(s)**

1112-19: Orichowski That the next Smoky Lake **County Council Meeting** be scheduled for Thursday, **September 26, 2019 at 9:00 a.m.**, and Thursday, **October 24, 2019 at following the Organizational Meeting**, to be held in the County Council Chambers.

Carried.

**County Council Meeting(s)**

1113-19: Halisky That a Smoky Lake County Council Meeting be scheduled for Thursday, **December 12, 2019 at 9:00 a.m.**, to be held in the County Council Chambers.  
Carried.

**8. Executive Session**

**Personnel – Chief Administrative Officer**

1114-19: Halisky That Smoky Lake County Council go into Executive Session, to discuss a Personnel Issue in regard to the Chief Administrative Officer attendance, under the authority of the FOIP Section 17: third party personal privacy, time 3:51 p.m.  
Carried.

1115-19: Cherniwchan That Smoky Lake County Council go out of Executive Session, time 4:01 p.m.  
Carried.

1116-19: Orichowski That Smoky Lake County Council accept and acknowledge the Chief Administrative Officer: Cory Ollikka will be away from the office every Tuesday, effective September 10, 2019 to May 5, 2020.  
Carried.

**ADJOURNMENT:**

1117-19: Lukinuk That this meeting be adjourned, time 4:03 p.m.  
Carried.

\_\_\_\_\_  
REEVE

**S E A L**

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