

SMOKY LAKE COUNTY

Minutes of the **County Council Meeting** held on Thursday, **January 23, 2020** at 9:02 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, Jan.23, 2020</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	Absent
Public Works Mgr.	Doug Ponich	Present
Plan/Dev Manager	Jordan Ruegg	Present
Plan/Dev Assistant	Kyle Schole	Present
Communications Tech.	Evonne Zukiwski	Absent
Legislative Svcs/R.S.	Patti Priest	Present

One Member of the Media was present: The Review.

H.A. Kostash School’s Grade Six Class along with their Teacher and Teacher’s Aid were present.

2. Agenda:

345-20: Orichowski That the Smoky Lake County Council Meeting Agenda for Thursday, January 23, 2020, be adopted, as amended:

Addition to the Agenda:

1. Smoky Lake County Highway Welcome Signs - Update.

Carried Unanimously.

Round Table introductions were made to the 27 students from H.A. Kostash School’s Grade Six Class, who were in attendance as observers and in respect to their Local Government curriculum.

3. Minutes:

Minutes of November 29, 2019 – County Council Budget Meeting

346-20: Cherniwchan That the minutes of the **Smoky Lake County Council Budget Meeting** held on Friday, November 29, 2019, be adopted as presented.

Carried.

Minutes of December 12, 2019 – County Council Meeting

347-20: Halisky That the minutes of the **Smoky Lake County Council Meeting** held on Thursday, December 12, 2019, be adopted as amended: remove Citizens on Patrol Meeting information from the RCMP Liaison Committee, under Community Reports.

Carried.

Minutes of December 20, 2019 – County Council Budget Meeting

348-20: Gawalko That the minutes of the **Smoky Lake County Council Budget Meeting** held on Friday, December 20, 2019, be adopted as presented.

Carried.

4. Request for Decision:

Road License Agreement RLA 002-19

349-20: Orichowski That Smoky Lake County execute the Roadway License Agreement with Amanda Flondra for the purpose of grazing cattle on the undeveloped road allowance between the land legally described as NE-13-60-14-W4M & NW-18-60-13-W4M, and SE-13-60-14-W4M & SW-18-60-13-W4M for a Ten (10) Year Term: January 23, 2020 to expire January 23, 2030; unless otherwise terminated sooner.

Carried.

Policy Statement No. 61-03-05: Application for Development Permit

350-20: Gawalko That Smoky Lake County **Policy Statement No. 61-03-05: Application for Development Permit**, be amended:

Title: Application for Development Permit		Policy No: 03-05
Section: 61	Section: P-A	Page No.: 1 of 12 E
Legislative Reference:	Alberta Provincial Statutes Land Use Bylaw	
Purpose:	To outline the procedures and requirements for applying for a Development Permit in Smoky Lake County.	
Policy Statement and Guidelines:		
1. STATEMENT		
1.1 Development Permits are issued by Smoky Lake County, pursuant to the <i>Land Use Bylaw</i> and the <i>Municipal Government Act</i> R.S.A. 2000, Chapter M-26, as amended.		
1.2 Development Permits are issued by Smoky Lake County, and are required PRIOR to commencing any Development, including new construction, and alterations or additions to an existing structure.		
2. DEFINITIONS		
2.1 “Act” means the <i>Municipal Government Act</i> R.S.A. 2000, Chapter M-26, as amended.		
2.2 “Developer” means the owner of lands on which a Development is proposed, or any other person applying for a Development Permit.		
2.3 “Development” means development as defined in the <i>Act</i> , and includes the following:		
2.3.1 The carrying out of any construction or excavation, or other operations, in, on, over or under land;		
2.3.2 The making of a any change in the use or the intensity of use of any land, buildings or premises, and, without restricting the generality of the foregoing, includes the removal and/or placement of topsoil;		
2.3.3 In a building or on a parcel used for dwelling purposes, an increase in the number of families occupying and living in the building or on the parcel, and any alteration or additions which provide for an increase in the number of dwelling units within the building or on the parcel;		
2.3.4 The placing of refuse or waste material on any land;		
2.3.5 An excavation or stockpile and the creation of either of them;		
2.3.6 A building or an addition to or replacement or repair of a building and the construction or placing of any of them in, on, over or under land;		
2.3.7 The resumption of the use for which land or buildings had previously been utilized;		
2.3.8 The use of land for the storage or repair of motor vehicles or other machinery or equipment;		

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Policy Statement and Guidelines:	
2.3.9	The more frequent or intensive use of land for the parking of trailers, bunkhouses, portable dwellings, skid shacks or any other type of portable building whatsoever whether or not the same has been placed or affixed to the land in any way;
2.3.10	The placement of an already constructed or a partially constructed building on a parcel of land; and
2.3.11	The erection of signs, unless otherwise exempted by the <i>Land Use Bylaw</i> .
2.4	“Development Authority” means the Development Authority established by the municipality’s Development Authority Bylaw and appointed by Council pursuant to that Bylaw.
2.5	“Development Authority Officer” means that person or persons defined by the municipality’s Development Authority Bylaw and appointed by Council to act as the Development Authority Officer, pursuant to that Bylaw.
2.6	“Development Permit” means a permit issued by Smoky Lake County that authorizes a specified development and includes, where applicable, plans, drawings, specifications or other documents. This permit is separate and distinct from a building permit.
2.7	“Discretionary Use” means a use of land or buildings within a specific land use district, for which a Development Permit <i>may</i> be issued.
2.8	“Municipal Planning Commission” means the Municipal Planning Commission of Smoky Lake County, established in accordance with the County’s Municipal Planning Commission Bylaw and appointed by Council pursuant to that Bylaw.
2.9	“Permitted Use” means the use of land or a building within a specific land use district, for which a Development Permit <i>shall</i> be issued, with or without conditions, provided the Development conforms to the <i>Land Use Bylaw</i> .
2.10	“Subdivision and Development Appeal Board” means the Subdivision and Development Appeal Board established by the municipality’s Subdivision and Development Appeal Board Bylaw and appointed by Council pursuant to that Bylaw.
3. PROCEDURES	
3.1	Whenever a Development is proposed within the boundaries of Smoky Lake County, a Development Permit must be obtained by the Developer prior to commencement of the Development.

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Policy Statement and Guidelines:	
3.2	A Development Permit Application Form (Schedule “A”) must be completed and submitted to the Development Authority Officer, accompanied by the application fee as set out in Smoky Lake County Policy No. 61-11: Planning and Development Fees .
3.3	Development Permit application forms are available at the County office and from the County’s website at www.smokylakecounty.ab.ca .
3.4	The Development Authority Officer must, within 20 days after the receipt of an application for a Development Permit, determine whether or not the application is complete.
3.5	An application for a Development Permit shall be deemed complete, if in the sole opinion of the Development Authority Officer, the application contains the documents and other information necessary to review the application.
3.6	The time period referred to in Subsection 3.4 may be extended by an agreement in writing between the Developer and the Development Authority Officer.
3.7	If the Development Authority Officer does not make a determination on an application referred to in Subsection 3.4 within the time required under Subsection 3.4 or Subsection 3.6, the application is deemed to be complete.
3.8	If the Development Authority Officer determines that an application is complete pursuant to Subsection 3.4 or Subsection 3.6, the Development Authority Officer shall issue to the Developer a notice, in writing, informing the Developer that said application had been deemed complete.
3.9	If the Development Authority Officer determines that an application is incomplete pursuant to Subsection 3.4 or Subsection 3.6, the Development Authority Officer shall issue to the Developer a notice, in writing, informing the Developer that said application has been deemed incomplete.
3.10	A notice issued by the Development Authority Officer under Subsection 3.9 shall contain a reason(s) why the application has been deemed incomplete and shall indicate that any outstanding documents and information as deemed necessary by the Development Authority Officer shall be submitted by a date set out in said notice or a later date agreed on between the Development Authority Officer and the Developer in order for said application to be deemed complete.
3.11	If the Development Authority Officer determines that the information and documents submitted pursuant to Subsection 3.10 are complete, the Development Authority Officer shall issue to the Developer a notice, in writing, informing the Developer that said application has been deemed complete.

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Policy Statement and Guidelines:	
<p>3.12 If the Developer fails to submit all the outstanding information and documents pursuant to Subsection 3.10 on or before the date referred to in the notice issued under Subsection 3.9, the application shall be deemed refused by the Development Authority Officer.</p> <p>3.13 If an application is deemed to be refused under Subsection 3.12, the Development Authority Officer must issue to the Developer a notice informing the Developer that said application has been refused and the reason(s) for said refusal.</p> <p>3.14 Despite that the Development Authority Officer has deemed an application complete pursuant to Subsection 3.8 or Subsection 3.11, in the course of reviewing the application, the Development Authority Officer may request additional information or documentation from the Developer that the Development Authority Officer considers necessary to review the application.</p> <p>3.15 If the Development Authority refuses the application for a Development Permit, the Development Authority must issue to the Developer a notice informing the Developer that the application has been deemed refused and the reason(s) for the refusal.</p> <p>3.16 The Development Authority must make a decision on an application for a Development Permit within 40 days after the receipt by the Developer of a notice issued pursuant to Subsection 3.8 or 3.11.</p> <p>3.17 For the purposes of Subsection 3.16, the Developer shall be deemed to have received the notice issued under Subsection 3.8 or 3.11 7 days from the date of the issuance of said notice.</p> <p>3.18 The time period referred to in Subsection 3.16 may be extended by an agreement in writing between the Developer and the Development Authority Officer.</p> <p>3.19 If the Development Authority fails to make a decision referred to in Subsection 3.16 within the time required under Subsection 3.16 or Subsection 3.18, the application is, at the option of the Developer, deemed to be refused.</p> <p>3.20 When an application is refused under Subsection 3.12, and subject to the provisions contained in the <i>Land Use Bylaw</i>, the Development Authority may refuse a subsequent application for a Development Permit for the same or a similar use, until the time stated in the <i>Land Use Bylaw</i> has expired.</p> <p>3.21 In cases where a Developer makes application for a Development Permit for a Permitted Use under the <i>Land Use Bylaw</i>, the Development Authority Officer shall issue or refuse said Development Permit.</p> <p>3.22 In cases where a Developer makes application for a Development Permit for a Discretionary Use under the <i>Land Use Bylaw</i>, the Municipal Planning Commission shall issue or refuse said Development Permit.</p>	

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Policy Statement and Guidelines:	
4. APPEALS	
<p>4.1 In the event that the Development Authority fails to issue a Development Permit to a Developer, issues a Development Permit to a Developer subject to conditions, or issues an order under Section 645 of the <i>Act</i>, the Developer applying for the Development Permit or the person affected by the order may appeal to the Subdivision and Development Appeal Board.</p> <p>4.2 In addition to a Developer or other person affected by an order under Subsection 4.1, any person affected by an order, decision or Development Permit made or issued by the Development Authority may appeal to the Subdivision and Development Appeal Board.</p> <p>4.3 Despite Subsection 4.1 and Subsection 4.2, no appeal lies in respect of the issuance of a Development Permit for a Permitted Use unless the provisions of the <i>Land Use Bylaw</i> were relaxed, varied or misinterpreted or if the application for the Development Permit was deemed to be refused under Subsection 3.12.</p> <p>4.4 Any party identified under Subsection 4.1 and Subsection 4.2 who wishes to appeal a decision of the Development Authority must file a notice of appeal, accompanied by the application fee as set out in Smoky Lake County Policy No. 61-11: Planning and Development Fees, with the Subdivision and Development Appeal Board.</p> <p>4.5 A notice of appeal filed pursuant to Subsection 4.4 must be filed with the Subdivision and Development Appeal Board within 21 days after the date on which the written decision is given by the Development Authority.</p> <p>4.6 If the Development Authority has not made a decision on an application for a Development Permit within the 40-day period or within an extension of that period agreed upon pursuant to Subsection 3.18, and the Developer chooses to deem the application refused, a notice of appeal must be filed with the Subdivision and Development Appeal Board within 21 days after the date that the period or extension expires.</p> <p>4.7 With respect to an order issued by the Development Authority under Section 645 of the <i>Act</i>, a notice of appeal must be filed with the Subdivision and Development Appeal Board within 21 days after the date on which the order is made.</p> <p>4.8 Upon receipt of a notice of appeal, the Subdivision and Development Appeal Board must hold an appeal hearing within 30 days after the receipt of the notice of appeal.</p> <p>4.9 The Subdivision and Development Appeal Board must give its decision in writing together with reasons for the decision within 15 days after concluding the hearing.</p> <p>4.10 A decision made by the Subdivision and Development Appeal Board is final and binding on all parties and persons subject only to an appeal to the Court of Queen's Bench on a question of jurisdiction of law, pursuant to the <i>Act</i>.</p>	

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Policy Statement and Guidelines:
<p>5. ENFORCEMENT</p> <p>5.1 Where the Development Authority finds that a Development or use of land or a building is not in accordance with a Development Permit or the provisions of the <i>Land Use Bylaw</i>, as amended, the Development Authority may exercise the right to order compliance as outlined in the <i>Land Use Bylaw</i>, as amended, pursuant to the <i>Act</i>.</p>

Section 61

SCHEDULE "A"

03-05

DEVELOPMENT PERMIT APPLICATION FORM

DEVELOPMENT PERMIT INSTRUCTIONS

It is important to read and understand the following instruction prior to completing this application form:

- 1) Every application for a Development Permit shall be submitted in complete form, accompanied by the applicable application fee set pursuant to Smoky Lake County **Policy No. 61-11: Planning and Development Fees**. If site work or construction has commenced prior to obtaining a Development Permit, you are advised that **no further work on the Development is to occur until a Development Permit has been issued**. Any access to, site servicing of, or construction started on the property prior to the issuance of a Development Permit, and/or during the appeal period, is at the Developer's risk and may be subject to enforcement measures being taken pursuant to the *Land Use Bylaw* and/or the *Act*, where applicable.
- 2) An application for a Development Permit **shall** be accompanied by the following information:
 - a. a site plan, to scale, showing the legal description; north arrow; location and dimension of property lines; existing utility rights-of-way and easements; fences; driveways; paved areas; proposed front, rear and side yard setbacks, if any; any provisions for off-street loading and vehicle parking; access and egress points to the site; and any encumbrance such as rights-of-way;
 - b. existing and proposed building dimensions;
 - c. the location of abandoned wells (if applicable), location of water bodies (if applicable), and the location of developed and undeveloped roads (if applicable);
 - d. the type and location of water supply and sewage and waste water disposal facilities;
 - e. a statement of uses;
 - f. a statement of ownership of the land and the interest of the applicant therein;
 - g. the signatures of at least one of the registered landowners listed on the Certificate of Title;
 - h. the estimated commencement and completion dates;
 - i. the estimated cost of the project or contract price;
 - j. an application fee as established by Smoky Lake County Policy No. 61-11: *Planning and Development Fees*, as amended;
 - k. written authorization from the registered owner authorizing the right-of-entry by the Development Authority to such lands or buildings as may be required for investigation of the proposed development;
 - l. in the case of an application for a Development Permit on Crown Land, Provincial authorization for the Development; and
 - m. any other information as required by the Development Authority.
- 3) The Development Authority **may** also require additional information in order to assess the conformity of a proposed Development with the *Land Use Bylaw* before consideration of the Development Permit shall commence. Such information may include:
 - a. floor plans;
 - b. elevations and sections of any proposed buildings;
 - c. a Real Property Report, or other documentation indicating the exact location of all structures on the property (prepared within the last five (5) years, in a form that is acceptable to the Development Authority);
 - d. drainage, grading and landscaping plans which provide pre-and-post construction site elevations;
 - e. a storm water management plan approved by Alberta Environment and Parks (or other appropriate provincial authority);
 - f. a geotechnical report prepared, stamped and signed by a qualified professional registered in the Province of Alberta, in potentially hazardous or unstable areas;
 - g. a biophysical assessment prepared, stamped and signed by a qualified professional registered in the Province of Alberta, on the impacts of the proposed Development on wildlife habitats and environments;
 - h. a reclamation plan for aggregate extraction or site grading and excavation;
 - i. an environmental assessment to determine potential contamination and mitigation;
 - j. in the case of placement of an already constructed or partially constructed building on a parcel of land, information relating to the age and condition of the building and its compatibility with the District in which it is to be located;
 - k. a hydro-geological assessment, prepared, stamped and signed by a registered professional engineer or hydro-geologist, registered in the Province of Alberta, of any potential flooding or subsidence hazard that may, in the sole opinion of the Development Authority, affect the subject site;
 - l. a site plan detailing how vegetation, topography disturbance or erosion is to be minimized;
 - m. an environmental impact assessment describing a Development's potential environmental effects;
 - n. within the Garner Lake Area Structure Plan area, a landscaping plan;
 - o. a Cumulative Effects Assessment;
 - p. the identification of all rights-of-way and easements within or abutting the subject property; and/or
 - q. any additional information the Development Authority deems necessary.
- 4) Developers are advised to accurately locate any and all oil, gas, power, telephone and other utility lines on the subject site prior to the commencement of a Development by contacting Alberta One-Call at 1-800-242-3447 or by visiting www.albertaonecall.com.
- 5) Please note, that a Development Permit **does not** constitute a Building Permit, or any other Permit issued pursuant to the *Safety Codes Act*. After obtaining a Development Permit from Smoky Lake County, a Developer is required to obtain the applicable *Safety Codes Act* Permits (Building, Plumbing, Gas, Electrical and Private Sewage Disposal) from the County's Safety Codes inspectors The Inspections Group Inc. Please contact The Inspections Group Inc. at 780-454-5048 or by email at questions@inspectionsgroup.com.
- 6) If you have any questions regarding this application package, please contact the Smoky Lake County Planning and Development Department at 780-656-3730 or by email at pd@smokylakecounty.ab.ca. Alternatively, you may arrange a pre-application meeting with Planning and Development staff to discuss a proposed Development.

DEVELOPMENT PERMIT APPLICATION FORM

Internal Use Only
Our File Number: _____ Your File Number: _____ Roll Number: _____

Applicant Information
Applicant/Agent: _____ Phone: _____
Address: _____ Cell Phone: _____
City/Prov: _____ Postal Code: _____ Fax: _____
Email address: _____ Signature: _____

Applicant/Agent Authorization: I am the applicant/agent authorized to act on behalf of the registered owner and that the information given on this form is full and complete and is, to the best of my knowledge, a true statement of the facts relating to this application.

Registered Landowner Information *Owner same as applicant*
Registered Owner: _____ Phone: _____
Address: _____ Fax: _____
City/Prov: _____ Postal Code: _____ Signature: _____

Section A - Property Information Division _____
Legal: Lot _____ Block _____ Plan _____ and Part of _____ ¼ Sec _____ Twp _____ Rge _____ W4M
Subdivision Name (if applicable) or Area of Development _____
Rural Address/Street Address _____ Parcel Size _____
Number of existing dwellings on property (please describe) _____

Has any previous application been filed in connection with this property? Yes No
If yes, please describe the details of the application and file number: _____

Is the subject property near a steep slope (exceeding 15%)? Yes No
Is the subject property near or bounded by a body of water? Yes No
Is the subject property within 800m of a provincial highway? Yes No
Is the subject property near a Confined Feeding Operation? Yes No Distance: _____
Is the subject property within 1.5km of a sour gas facility? Yes No Distance: _____
Is the subject property within 1.5km of a sewage treatment plant/lagoon? Yes No Distance: _____
Is the subject property immediately adjacent to the County boundary? Yes No
If yes, the adjoining municipality is: _____

Section B – Proposed Development Information
Estimated Cost of Project \$ _____
Estimated Commencement Date _____ Estimated Completion Date _____
Dwelling: Floor Area _____ sq. ft. % of Lot Occupied _____ Height of Dwelling _____ ft / m
Accessory Building Floor Area _____ sq. ft. % of Lot Occupied _____ Height of Acc. Bldg _____ ft / m
Parking: No. of Off-Street Parking Stalls (if applicable) _____
Land Use District (Zoning) of Property: _____
Description of Work: _____

Section C – Preferred Method of Communication
When a decision has been made on your file, do you wish for us to:
 call you for pick up mail the decision email the decision
Section 608(1) of the *Municipal Government Act*, R.S.A. 2000, c. M-26, as amended states:
608(1) Where this Act or a regulation or bylaw made under this Section requires a document to be sent to a person, the document may be sent by electronic means if
a) the recipient has consented to receive documents from the sender by those electronic means and has provided an e-mail address, website or other electronic address to the sender for that purpose.
I/we grant consent for the Development Authority to communicate information and/or the decision electronically regarding my/our application. YES NO

Section 61 SCHEDULE "A" 03-05
DEVELOPMENT PERMIT APPLICATION FORM
Our File Number: _____ Roll Number: _____
DEVELOPMENT PERMIT SITE PLAN

DATE: _____ SIGNATURE OF APPLICANT: _____
DATE: _____ DEVELOPMENT AUTHORITY: _____

Section 61 SCHEDULE "A" 03-05
DEVELOPMENT PERMIT APPLICATION FORM
SAMPLE SITE PLAN
*Sample site plan not drawn to scale. N

INCLUDE THE FOLLOWING INFORMATION IN YOUR SITE PLAN:

- Location of existing buildings.
- Location of proposed buildings.
- Location of existing access (es).
- Location any proposed access (es).
- Location of any abandoned wells.
- Front, Side and Rear Yard setbacks from property.
- Location of any water bodies on subject property.
- Location of driveway.
- All developed/undeveloped road allowances.

Indicate the North direction. Location of all rights-of-way and easements within or abutting the subject property.

Carried.

Policy Statement No. 61-12-02: Compliance Certificate

351-20: Orichowski That Smoky Lake County **Policy Statement No. 61-12-02: Compliance Certificate**, be amended:

Title: Compliance Certificates		Policy No.: 12-02
Section: 61	Code: P-S	Page No.: 1 of 8 <i>E</i>

Legislation Reference:	Alberta Provincial Statutes
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Purpose:	To outline the procedures and requirements for the Planning and Development Department on handling requests for Compliance Certificates in Smoky Lake County.
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Policy Statement and Guidelines:	
1. STATEMENT:	
1.1	Smoky Lake County recognizes that a Compliance Certificate is frequently requested by lending institutions or potential purchasers prior to the transfer of property in order to protect the purchaser's investment and to ensure that a property is compliant with the County's <i>Land Use Bylaw</i> .
2. OBJECTIVE:	
2.1	The issuance of Compliance Certificates is a service provided by Smoky Lake County to property owners within the County's jurisdiction to assist with arrangements for the sale or transfer of property. Smoky Lake County will provide a consistent approach to the processing and issuance of Compliance Certificates.
2.2	To ensure the compliance of all existing buildings and improvements with the <i>Land Use Bylaw</i> .
3. DEFINITIONS:	
3.1	Alberta Land Surveyor: means an individual who holds a certificate of registration and an annual certificate to engage in the practice of surveying under the <i>Land Surveyor's Act</i> .
3.2	Compliance Certificate: means a document issued by Smoky Lake County that states whether or not the existing buildings and/or other visible improvements which are shown on the Real Property Report meet the setback requirements of Smoky Lake County's <i>Land Use Bylaw</i> .
3.3	Development Authority Officer: means that person or persons defined by the municipality's Development Authority Bylaw and appointed by Council to act as the Development Authority officer pursuant to that Bylaw.
3.4	Encroachment: means anything placed, constructed or erected on, below or above ground, or attached to something placed, constructed or erected on, below or above ground, that extends on, over or under Municipal land, including, but not limited to:
3.4.1	Buildings and all projections (including eaves, footings, foundations, weeping tiles, cantilevers, etc.) and siding;
3.4.2	Sheds (including those attached to a dwelling and/or fence);
3.4.3	Extensions of adjacent lands by fill or any deposit of fill;
3.4.4	Fences;

Policy Statement and Guidelines:	
3.4.5	Sidewalks, curbs, parking pads, aprons or driveways made from concrete asphalt, brick or similar materials;
3.4.6	Structures (including decks, patios, gazebos, satellite dishes, antennae, decorative walls, etc.);
3.4.7	Retaining walls;
3.4.8	Swimming pools and hot tubs;
3.4.9	Shrubs, trees and other organic landscaping planted in Reserve Parcels or Municipally-Owned Lands;
3.4.10	Hard landscaping (including asphalt, concrete paving stones, retaining walls, structures, planters, etc.);
3.4.11	Light standards;
3.4.12	Permanent signs; and
3.4.13	Underground electrical/irrigation systems (excluding utilities authorized by the County.)
3.5	Encroachment Agreement: means agreement between the applicant and the County authorizing an Encroachment(s). The Encroachment Agreement shall include, but not be limited to, the following:
3.5.1	The nature and location of the Encroachments(s);
3.5.2	The Owner's responsibilities to maintain the Encroachment(s);
3.5.3	Terms and conditions under which the Agreement may be terminated;
3.5.4	The County's right to have access to the land subject to the Encroachment(s);
3.5.5	Indemnification of the County, its agents and its licensees; and
3.5.6	Any other condition or provision that Council deems appropriate.
3.6	Improvement: means any building, structure, fence, wall, swimming pool, hot tub, hard landscaping, light standard, sign or similar appurtenance, whether permanent or temporary in nature.
3.7	Municipal Land: means collectively or individually, all titled land owned by the County, including, but not limited to, all Municipal Reserves, School Reserves, Municipal and School Reserves, Community Services Reserves, Environmental Reserves and Public Utility Lots.
3.8	Real Property Report: means a legal document, prepared by an Alberta Land Surveyor, which illustrates the location of visible improvements relative to property boundaries.
4. GUIDELINES:	
4.1	Smoky Lake County has no legislative requirement to issue a Compliance Certificate. Smoky Lake County has issued Compliance Certificates as a public service to its ratepayers as the County recognizes that many financial institutions will not lend money for the purpose of purchasing a property unless a Compliance Certificate has been issued.

Title: Compliance Certificates		Policy No.: 12-02
Section: 61	Code: P-S	Page No.: 3 of 8 E

Policy Statement and Guidelines:	
5. PROCEDURES:	
5.1	Upon receipt of a written request (letter) or the attached Schedule A – Compliance Certificate Request Form and the applicable fee as set by Smoky Lake County Policy Statement No. 61-11: Planning and Development Fees , the Development Authority Officer will adhere to Schedule “B”– Frequently Asked Questions: Real Property Reports/Compliance Certificates .
5.2	The Development Authority Officer will consider requests for a Compliance Certificate in the order they are received, and will process the requests as soon as possible. However, it may take up to ten (10) working days for a Compliance Certificate to be issued.
5.3	A written request for a Compliance Certificate shall be accompanied by two (2) original copies of a Real Property Report, dated within six (6) months of the date on which the request for a Compliance Certificate is made. The Development Authority Officer will not accept a Real Property Report older than six (6) months from the date the request is made under any circumstances.
5.4	Should the existing improvements as shown on the Real Property Report comply with the setback requirements contained within the <i>Land Use Bylaw</i> that is in force at the time the request for a Compliance Certificate is made, the Development Authority Officer shall issue a Compliance Certificate.
5.5	Should the existing improvements as shown on the Real Property Report not comply with the current <i>Land Use Bylaw</i> , the Development Authority shall issue a letter stating which improvements are not in compliance.
5.6	If the Development Authority Officer determines that any of the improvements located on the subject property do not have a Development Permit issued for them, the Development Authority Officer may, at its sole discretion, require the property owner to obtain a Development Permit prior to the issuance of a Compliance Certificate. An additional fee will be charged for a Development Permit as per Smoky Lake County Policy No. 61-11: Planning and Development Fees .
5.7	If any improvement is found to be encroaching onto Municipal Land, the owner of said improvement may, at the sole discretion of the Development Authority Officer be required to enter into an Encroachment Agreement with Smoky Lake County, as per Smoky Lake County Policy No. 61-21: Encroachment Agreement , and subject to the applicable fee as per Smoky Lake County Policy No. 61-11: Planning and Development Fees .
5.8	The Development Authority Officer will not conduct an inspection of the subject property and will rely solely on the Real Property Report to make a determination on whether or not improvements located on a property are compliant with the current <i>Land Use Bylaw</i> .

Section 61

SCHEDULE “A”

12-02

COMPLIANCE CERTIFICATE REQUEST FORM

Applicant Information	
Applicant/Agent: _____	Phone: _____
Address: _____	Cell Phone: _____
City/Prov. _____ Postal Code: _____	Fax: _____
Email address: _____	Signature: _____
Application Requirements	
<ol style="list-style-type: none"> Completed Application Form (or Letter) Application Fee as set by County Policy 61-11. Two (2) originals of a Real Property Report with this application form. 	
<i>Note: Smoky Lake County does not accept faxed, photocopies, emailed, spliced, or altered Real Property Reports.) Please allow up to 10 working days for a Compliance Certificate to be reviewed and issued.</i>	
Property Address Requiring Compliance	
Legal: Lot ____ Block ____ Plan _____ and Part of ____ ¼ Sec ____ Twp ____ Rge ____ W4M	
Section C – Preferred Method of Communication	
When a decision has been made on your file, do you wish for us to:	
<input type="checkbox"/> call you for pick up <input type="checkbox"/> mail the decision <input type="checkbox"/> email the decision	
Section 608(1) of the <i>Municipal Government Act</i> , R.S.A. 2000, c. M-26, as amended states:	
608(1) Where this Act or a regulation or bylaw made under this Section requires a document to be sent to a person, the document may be sent by electronic means if	
a) the recipient has consented to receive documents from the sender by those electronic means and has provided an e-mail address, website or other electronic address to the sender for that purpose.	
I/we grant consent for the Development Authority to communicate information and/or the decision electronically regarding my/our application. <input type="checkbox"/> YES <input type="checkbox"/> NO	
OFFICE USE ONLY	
Type of Payment: <input type="checkbox"/> DEBIT <input type="checkbox"/> CASH <input type="checkbox"/> CHEQUE	
Fee \$ _____	Receipt # _____
Receipt Date _____	Date Received _____
Our File Number: _____	Your File Number: _____ Roll Number: _____

**FREQUENTLY ASKED QUESTIONS
REAL PROPERTY REPORTS/ COMPLIANCE CERTIFICATES**

1. What is a Real Property Report?

A Real Property Report is a survey document prepared by an Alberta Land Surveyor that shows the location of all buildings and other visible improvements situated on a parcel of land, including their distance from the property boundaries. Any easements or rights of way registered against the title of property at the date of the survey will also be indicated.

In preparing a Real Property Report, the Surveyor is required to note any visible encroachments that extend onto the property or from the property onto other adjoining lands, including County reserve lands.

The Real Property Report is a legal document that you can rely upon as an accurate representation of the development existing on a piece of land. The Real Property Report takes the form of a plan or illustration of the various physical features of the property, including a written statement detailing the surveyor's findings. It can be relied upon by the buyer, the seller, the financial institution and the municipality as an accurate representation of the improvements on your property.

2. Why do I need a Compliance Certificate?

Smoky Lake County usually receives a request for a Compliance Certificate in connection with the purchase or sale of a property as the financial institution, lawyer, or buyer wants to know if the development on the property conforms to Smoky Lake County's Land Use Bylaw. The Compliance Certificate will tell them that everything is in order, or that encroachment problem(s) may exist. Lawyers and lending institutions need compliance certificates to protect their clients' investments. Standard real estate purchase contracts often require the vendor to obtain a stamp of compliance.

Financial institutions typically require a statement confirming that the development complies with municipal bylaws or that any problem is resolved prior to the registration of a mortgage.

It is important that you check the financial institution's requirements carefully as some may be willing to accept an existing Real Property Report in which case the seller may have one available for you. Unfortunately, the County is not able to photocopy any Real Property Report submitted previously by a landowner or surveyor as there are copyright laws on same. A financial institution or potential buyer may insist on a current Real Property Report. You also need to clarify whether a Real Property Report is all that is required. Normally, they will want a current Compliance Certificate from Smoky Lake County.

3. Why is Smoky Lake County's Compliance Certificate important?

The Planning and Development Manager will confirm on a Compliance Certificate whether or not the existing buildings and/or other improvements shown on the Real Property Report meet the setback requirements of Smoky Lake County's current Land Use Bylaw.

It is important to note that the Compliance Certificate only relates to the development existing on the date of the survey. We would also remind you that a Compliance Certificate is not a substitute for legal advice. If there are any issues or questions regarding compliance, you should review these matters with a lawyer with relevant expertise.

4. What does Smoky Lake County do to determine if the existing development complies with the current Land Use Bylaw?

The Planning and Development Manager will first establish the zoning of the property and then review the Real Property Report to determine if the buildings and other improvements shown meet the setback requirements of Smoky Lake County's Land Use Bylaw. The Planning and Development Manager typically does not consider whether other development standards have been complied with or what actual use is being made of the property.

Smoky Lake County has adopted environmental setbacks from watercourses and other bodies of water. In order to confirm whether the buildings and other improvements shown on the Real Property Report meet these requirements, we could ask Surveyors to show distances from the top of the bank where the property abuts a river stream or watercourse and the high water mark if the property borders a lake or other water body.

Where the property borders a highway, the setback distance requirements from the highway are established by Alberta Transportation, and not Smoky Lake County. Please contact Alberta Transportation if you property abuts a highway for further information.

5. What happens if the existing development is not in compliance?

Staff will advise what aspects of the development do not comply with Smoky Lake County's current Land Use Bylaw. Sometimes it may be a case where a building does not conform to the current setback requirements but instead was built according to Smoky Lake County standards that were in effect at the time of development approval or perhaps a lesser setback distance previously agreed to by Smoky Lake County. In either case, the building is considered a "legal, non-conforming" development as it was located in accordance with the rules at the time of construction or the conditions of the development approval. A "legal, non-conforming" building may remain at its present location but may not have any structural alterations or additions without prior approval from Smoky Lake County.

There are, of course, situations where a building may simply not have been built in a location that complies with requirements of Smoky Lake County's current Land Use Bylaw. In these cases, we will indicate that the building does not conform to the current Land Use Bylaw. There are several options which may be available if this situation occurs. You may contact the Planning & Development Manager to review the options available.

6. What action will the County take if there are encroachments onto adjoining municipally owned property?

It has been fairly common for staff to find that buildings or other private improvements encroach onto County-owned land, particularly reserve lands around our lakes.

If a Real Property Report shows that there is a private improvements encroaching onto County-owned land, we will check if permission has previously been given for this improvement to remain. Where there has been no permission, we will not issue a Compliance Certificate until the situation has been resolved.

to the satisfaction of Smoky Lake County. We will then advise the person or party requesting the compliance of the situation and the action required by Smoky Lake County.

At times the landowner may be asked to remove the encroachment. Where this is the case, we will require an updated survey from the landowner or their agent that this has been done before any Compliance Certificate is issued. In some rare situations, Smoky Lake County may consider allowing a building or other private improvement to remain insofar as the owner enters into a license or encroachment agreement with Smoky Lake County. A Compliance Certificate will be issued once the agreement has been executed.

7. Will Smoky Lake County accept a Real Property Report that is not dated within the last 6 months?

No, unfortunately not, as the Planning and Development Manager is unable to confirm if any improvements have been made. The Planning and Development Manager relies solely on a current Real Property Report for the issuance of a Compliance Certificate. Statutory Declarations will not be accepted in lieu of a current/updated Real Property Report.

8. What is the cost for a Compliance Certificate?

The fee for a Compliance Certificates is set by County Policy 61-11.

9. How many originals of the Real Property Report do I need to submit?

Smoky Lake County requires two (2) original Real Property Reports stamped by an Alberta Land Surveyor.

10. Can I obtain a copy of a Real Property Report that has been previously received by the County?

Smoky Lake County will not release a copy of any previously received Real Property Report and/or Compliance Certificate that it may have in its possession due to the copyright restrictions placed on the Real Property Report by the Alberta Land Surveyor. To obtain a copy of same, a prospective buyer or realtor may ask the landowner for a copy of same if a Compliance Certificate was previously issued on the property.

11. How long does it take to obtain a Compliance Certificate?

We will consider your request as quickly as possible. However, depending on other work demands, it may sometimes take 5-10 working days before a Compliance Certificate is issued.

You should be aware that Smoky Lake County's response may cause a longer delay in obtaining financing or completing a property transaction if it is found that the existing development does not conform to the requirements of Smoky Lake County's Land Use Bylaw. The reason for this delay is that a setback relaxation may be required to address the non-compliance. If a relaxation is required, you will need to apply for a new development permit together with a fee that allows the building or structure in question to remain as-built. The processing of such an application can take up to 5 weeks as any decision to relax a setback requirement is subject to appeal by neighbors. In other cases, Smoky Lake County may require

you to remove any building or structure that encroaches onto public property, such as reserve or right of way. Where Smoky Lake County is prepared to allow the encroaching building or structure to remain, you will be required to enter into a license or encroachment agreement with Smoky Lake County. This agreement will describe the terms and conditions under which the building or structure may remain.

It is advisable for you to ensure that a condition is placed on the offer to purchase that provides for any compliance issues to be satisfactorily addressed before the final closing date. To avoid a delay in finalizing your transaction, you should apply for your compliance stamp as soon as you have decided to sell your property.

12. How can I get more information on Real Property Reports?

You may contact an Alberta Land Surveyor (A.L.S.) directly or you may visit The Alberta Land Surveyors' Association website's at: www.alsa.ab.ca.

Carried.

Permission for Relocation of Russ House

352-20: Halisky

That Smoky Lake County approve, at no cost to the County, the relocation of the "Russ House", which was donated by the owner(s) to the Smoky Lake Heritage Board Society, from the lands legally describes as SE-34-59-15-W4M, onto the County owned lands legally described as RL-10-58-17-W4M, for the purpose of serving as the **Victoria District Visitor Information and Interpretive Centre** adjacent the National Historic Sites and Monuments Board of Canada Commemorative Plaque site along the Victoria Trail within the Victoria District, subject to all legislative requirements being met.

Carried.

Smoky Lake Heritage Board Society

353-20: Orichowski That Smoky Lake County provide a letter of support to the Smoky Lake Heritage Board Society in regard to their Year-2020 application for funding submitted to the Community Facility Enhancement Program (CFEP) for the Smoky Lake Heritage Board Society's Project: **Establishment of a Victoria District Visitor Information and Interpretive Centre.**

Carried.

Smoky Lake Heritage Board Society

354-20: Cherniwchan That Smoky Lake County Council acknowledge action taken by administration in assisting the Smoky Lake Heritage Board Society to submit an application for funding to the United Farmers of Alberta (UFA) Community Investment Grant program, for potential funds in the amount of \$25,00000 towards the Smoky Lake Heritage Board Society's Project: **Establishment of a Victoria District Visitor Information and Interpretive Centre.**

Carried.

The 27 students along with their teacher and teacher's aid from H. A. Kostash School's Grade Six Class left Council Chambers, time 9:48 a.m.

Ed English, Parks & Recreation Manager entered Council Chambers, time 10:00 a.m.

Delegation:

Matthew's Run 2020

Present before County Council at 10:03 a.m. to 10:13 a.m. was Michelle Wright, Smoky Lake Region's Community Economic Development Officer (CEDO), on behalf of the Matthew's Run 2020 Organizing Committee, to speak to an event proposal of hosting a walk-run-roll activity, on the Victoria Trail, June 7, 2020.

355-20: Orichowski That Smoky Lake County in conjunction with the Métis Crossing and Victoria Settlement, approve to host the event: Matthew's Run 2020 scheduled for Sunday, June 7, 2020 from 9:00 a.m. to 1:00 p.m.; **and**, approve to temporarily restrict vehicle access on the Victoria Trail from Highway 855 to the Victoria Settlement, during the event; **and**, approve to provide in-kind assistance of manpower to erect and remove in a timely manner, traffic management signs, barricades and pylons for the event; **and**, approve to advertise the event on the County website and social media; **and**, approve to sponsor a prize for the event in the amount of \$250.00; **and**, approve to provide 100 County promotional items for participant swag bags.

Carried.

2019-2020 Alberta Community Partnership (ACP) Grant

356-20: Halisky That **Smoky Lake County in partnership with the Town of Smoky Lake, Village of Waskatenau, and the Village of Vilna** participate in the application of the 2019-2020 Alberta Community Partnership (ACP) Grant for the **Project Titled: Regional Geographic Information System (GIS) Project Phase III Infrastructure Data Integration** under the "Intermunicipal Collaboration Framework" Component Grant for the total project cost in the amount of \$200,000.00; and approve **Smoky Lake County to be the Managing Partner** under the said application; and further agree to abide by the terms of the Conditional Grant Agreement governing the purpose and use of the grant funds.

Carried.

2019-2020 Alberta Community Partnership (ACP) Grant

357-20: Orichowski That **Smoky Lake County in partnership with the Town of Smoky Lake** participate in the application of the 2019-2020 Alberta Community Partnership (ACP) Grant for the **Project Titled: Regional Geographic Information System (GIS) Project Phase III Regional Water Services Facility - Detailed Design Analysis** under the “Intermunicipal Collaboration Framework” Component Grant for the total project cost in the amount of \$200,000.00; and approve the **Town of Smoky Lake to be the Managing Partner** under the said application; and further agree to abide by the terms of the Conditional Grant Agreement governing the purpose and use of the grant funds.

Carried.

2019-2020 Alberta Community Partnership (ACP) Grant

358-20: Gawalko That **Smoky Lake County in partnership with the Village of Waskatenau, and the Village of Vilna** participate in the application of the 2019-2020 Alberta Community Partnership (ACP) Grant for the **Project Titled: Regional Geographic Information System (GIS) Project Phase III Regional Stormwater Management Plan** under the “Intermunicipal Collaboration Framework” Component Grant for the total project cost in the amount of \$200,000.00; and approve the **Village of Vilna to be the Managing Partner** under the said application; and further agree to abide by the terms of the Conditional Grant Agreement governing the purpose and use of the grant funds.

Carried.

2019-2020 Alberta Community Partnership (ACP) Grant

359-20: Cherniwchan That **Smoky Lake County in partnership with the Village of Waskatenau, and the Village of Vilna** participate in the application of the 2019-2020 Alberta Community Partnership (ACP) Grant for the **Project Titled: Regional Geographic Information System (GIS) Project Phase III Regional Municipal Infrastructure Assessment Study** under the “Intermunicipal Collaboration Framework” Component Grant for the total project cost in the amount of \$200,000.00; and approve the **Village of Waskatenau be the Managing Partner** under the said application; and further agree to abide by the terms of the Conditional Grant Agreement governing the purpose and use of the grant funds.

Carried.

Policy Statement No. 02-11-13: Peace Officer: Annual Reporting

360-20: Cherniwchan That Smoky Lake County **Policy Statement No. 02-11-13: Peace Officer: Annual Reporting**, be amended:


Title: Peace Officer: Annual Reporting	Policy No.: 11-13
Section: 02	Code: P-1
	Page No.: 1 of 7
E	
Legislation Reference:	Peace Officer Ministerial Regulations Act
Purpose:	To submit a written report to the Alberta Solicitor General on an annual basis on the Peace Officer Program.

Policy Statement and Guidelines:	
1. STATEMENT	
1.1	Smoky Lake County submitted an Application to the Alberta Justice and Solicitor General and Public Security on August 17, 2006 – Motion 627-06 for “Authorization to Employ a Special Constable.”
1.2	Under the Public Security Division – Peace Officer Program, Smoky Lake County was authorized as of January 2007 to be an Employer of a Peace Officer Appointment by the director of Law Enforcement.
2. OBJECTIVE	
2.1	An annual written report is a requirement designed to facilitate communication with the Director of the Alberta Solicitor General.
2.2	The annual report includes areas such as the service provided operational practices of the Peace Officer and enforcement related activities.
3. GUIDELINES	
The Annual report must include:	
3.1	The general nature of the services provided by the peace officer.
3.2	Operational practices of the peace officer.
3.3	Enforcement and enforcement-related activities of the peace officer.
3.4	Name and position of the agency contact person in a senior management position.
3.5	Statistical data related to offences and tickets issued (summaries only) required by the director.
3.6	An updated list of peace officers employed and their positions in the agency.

Title: Peace Officer: Annual Reporting	Policy No.: 11-13
Section: 02	Code: P-I
	Page No.: 2 of 7
	E

Policy Statement and Guidelines:	
4. PROCEDURES	
4.1	The Annual Written Report format will be in accordance with <u>Schedule “A”:</u>Peace Officer Annual Report.
4.2	The Peace Officer employed by Smoky Lake County will complete the Annual Report by <u>January 31st</u> each year and submit to the Director of Law Enforcement, Public Security Peace Officer Program.

Section 02
Schedule “A”
Policy: 11-13



PEACE OFFICER PROGRAM

SMOKY LAKE COUNTY

ENFORCEMENT SERVICES

ANNUAL REPORT
2019

Submit to:
 Tammy Spink
 Manager
 Public Security Peace Officer Program

PEACE OFFICER: ANNUAL REPORT		EMPLOYEE FILE NUMBER: APPOINTMENT NO: 12013
<p>1. General Nature of the Services provided by the Peace Officer:</p> <p><u>Program Overview:</u></p> <ol style="list-style-type: none"> 1. The Peace Officer is responsible for the enforcement and investigation of Municipal Bylaw and Provincial Statutes for Smoky Lake County. 2. As a Peace Officer, the overall duty is to protect and educate people and property; and to preserve and maintain the public peace. 3. The Peace Officer reports to the Smoky Lake County, Chief Administrative Officer (C.A.O.) 		
<p>2. Operational Practices of the Peace Officer:</p> <p><u>Key Areas:</u></p> <ul style="list-style-type: none"> ■ Ensuring public compliance with various County bylaws. ■ Provide information and interpretation of Municipal bylaws and Provincial Statutes requirements to the Smoky Lake County residents and community groups. ■ Develop and implement to educate on public awareness programs and maintain positive public relations. ■ Conducts highly visible mobile patrols of the County for the purpose of preventing and detecting violations of Municipal Bylaws and selected Provincial statutes. 		

PEACE OFFICER: Annual Report		Page 2
<p>3. Enforcement and Enforcement-related activities of the Peace Officer:</p> <p>ENFORCEMENT: <u>Responsibilities: Public Safety:</u></p> <ol style="list-style-type: none"> 3.1 As a Peace Officer appointed under the Peace Officer Act, enforce the following Provincial Statutes and Regulations, including: <ul style="list-style-type: none"> ■ The Animal Protection Act. ■ The Dangerous Dogs Act. ■ The Environmental Protection and Enhancement Act. ■ The Fuel Tax Act. ■ The Gaming, Liquor, and Cannabis Act. ■ The Petty Trespass Act. ■ The Provincial Offences Procedure Act. ■ The Stray Animals Act. ■ The Traffic Safety Act. 3.2 As the Enforcement Officer appointed under the Municipal Government Act, enforce Municipal Bylaws, Including: <ul style="list-style-type: none"> ■ The Animal Control Bylaw. ■ The Corridor Regulation Bylaw. ■ The Land Use Bylaw. ■ The Off Highway Vehicles Bylaw. ■ The Parks Control Bylaw. ■ The Fire Bylaw ■ The Road Right Of Way Bylaw ■ The Nuisance and Unsightly Premises Bylaw ■ The Weight Restrictions For Vehicles Bylaw 3.3. In accordance with the Municipal Government Act, the Bylaw Enforcement Officer is a Designated Officer. The Enforcement Officer time is to be equally divided between patrolling and enforcing. 		

PEACE OFFICER: Annual Report		Page 3
<p>3. Enforcement and Enforcement-related activities of the Peace Officer:</p> <p>ENFORCEMENT-RELATED ACTIVITIES:</p> <p>Enforcing Duties:</p> <p>3.4 ■ Receiving complaints and inquires.</p> <ul style="list-style-type: none"> ■ Investigation of complaints. ■ Advising responsible parties of infractions, and taking remedial actions and/or following enforcement procedures. ■ Advising responsible parties of infractions and laying of charges if founded. ■ Educating and/or prosecuting violators. ■ Conducts patrols of the trail systems, roads and hamlets within the corporate limits of Smoky Lake County. ■ Receives and documents evidence relating to investigation and ensures that continuity of such evidence is maintained, stored and destroyed accordance with Provincial County Regulations and/or County policies. ■ Prepares prosecutor information sheets and court briefs concerning a charge or ticket. <p>Other Duties:</p> <ul style="list-style-type: none"> ■ Assist R.C.M.P., as required. ■ Prepare Monthly reports and distribute to Council, Chief Administrative Officer. ■ Report at weekly Management meetings. ■ To be familiar with the Policies of the Smoky Lake County and the mandate of the Peace Officer Program. ■ Personnel conduct to enhance the image of Peace Officer in the Smoky Lake County. ■ Attendance at conference and training programs that are pre-approved by the Chief Administrative Officer. ■ Preparation and revision of Municipals Bylaws. ■ Issue various letters of Permission and Permits relating to Municipal Bylaws. ■ Participation with community interest groups as requested. ■ Develop and/or take part in public awareness programs and maintain positive public relations. ■ Conducts other related duties as required. 		

PEACE OFFICER: Annual Report		Page 4																				
<p>3. Enforcement and Enforcement-related activities of the Peace Officer:</p> <p>ENFORCEMENT-RELATED ACTIVITIES: <i>Continued</i></p> <p>Working Relationship:</p> <ul style="list-style-type: none"> ■ To be accessible, approachable and helpful to the residents and public who require information or assistance. ■ To establish and maintain a positive working relationship with Smoky Lake County employees. ■ To continue and enhance communication to the Chief Administrative Officer to be informed on all Issues or concerns that could affect the Peace Officer Program. <p>Decision Making: Independence of Action:</p> <ul style="list-style-type: none"> ■ Works under minimal supervision while on patrol. ■ Deals with the public in confrontational situations and must use own judgment to resolve them, based on instant decisions relating to knowledge of laws and regulations. 																						
<p>4. Name of the Agency Contact Person in a Senior Management Position:</p> <p>Smoky Lake County: Cory Ollikka, Chief Administrative Officer Box 310 4612 McDougall Drive Phone: 780-656-3730 Smoky Lake, Alberta Fax: 780-656-3768 T0A 3C0 E-Mail: collikka@smokylakecounty.ab.ca</p>																						
<p>5. Statistical Data Required by the Director:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Types of Incidents</th> <th style="text-align: center;">2019</th> </tr> </thead> <tbody> <tr> <td>Animal Control:</td> <td style="text-align: center;">29</td> </tr> <tr> <td>Unsanitary Premises:</td> <td style="text-align: center;">2</td> </tr> <tr> <td>Land Use Issues:</td> <td style="text-align: center;">6</td> </tr> <tr> <td>Road Right of Way:</td> <td style="text-align: center;">12</td> </tr> <tr> <td>Traffic Safety Issues:</td> <td style="text-align: center;">3</td> </tr> <tr> <td>Iron Horse Trail</td> <td style="text-align: center;">1</td> </tr> <tr> <td>Fire</td> <td style="text-align: center;">2</td> </tr> <tr> <td>Trespassing</td> <td style="text-align: center;">1</td> </tr> <tr> <td style="text-align: right;">TOTAL</td> <td style="text-align: center;">56</td> </tr> </tbody> </table> <p><small>Combined complaints, written warnings, and violation tickets.</small></p>			Types of Incidents	2019	Animal Control:	29	Unsanitary Premises:	2	Land Use Issues:	6	Road Right of Way:	12	Traffic Safety Issues:	3	Iron Horse Trail	1	Fire	2	Trespassing	1	TOTAL	56
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Fire	2																					
Trespassing	1																					
TOTAL	56																					
<p>6. An updated List of Peace Officer Employed and their Position in the Agency:</p> <p>Name: James E. English Phone: 780-656-3730 Title: Peace Officer Fax: 780-656-3768 Agency: Smoky Lake County Cellular: 780-650-5429 Address: Box 310, 4612 McDougall Drive Smoky Lake Alberta T0A 3C0 E-Mail: english@smokylakecounty.ab.ca</p>																						

Carried.

Addition to the Agenda:

Smoky Lake County Highway Welcome Signs - Update

Council received a verbal update from the Park & Recreation Manager: Ed English, that the replacement pieces for the Smoky Lake County Highway Welcome Signs were received by the vendor which were installed and subsequently broke the anchoring pins, and therefore the vendor is working with an alternate supplier to correct the issue.

Ed English, Park & Recreation Manager, left Council Chambers, time 10:28 a.m.

Policy Statement No. 01-52-01: Municipal Accountability Program (MAP)


361-20: Orichowski

That Smoky Lake County **Policy Statement No. 01-52-01: Municipal Accountability Program (MAP)**, be adopted:

Title: Municipal Accountability Program (MAP)	Policy No.: 52-01
Section: 01	Code: P-R
	Page No.: 1 of 8

Legislation Reference:	MAP consists of multi-year cycle reviews, ordered by the Minister under Section 571 of the <i>Municipal Government Act</i> . Municipalities with populations of 5,000 or less will participate in MAP.
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Purpose:	The Municipal Accountability Program (MAP) is designed to help municipal officials successfully meet the challenges involved in responding to a wide range of legislative needs to collaboratively foster effective local governance and build administrative capacity.
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Policy Statement and Guidelines:									
1.	STATEMENT:								
1.1	The Municipal Accountability Program (MAP) will review municipal processes and procedures to help develop knowledge of mandatory legislative requirements. This will support the County with its legislative compliance.								
1.2	Smoky Lake County with a population of 5,000 or less will automatically be scheduled for a visit once every four years under the purview of Municipal Affairs Ministry and Staff.								
2.	OBJECTIVES:								
2.1	To promote an environment supportive of accountable, well-managed local government is to be compliance of <i>Municipal Government Act</i> and other statutes and regulations is essential to good governance, the successful operation of a County and the viability, safety and well-being of a community.								
2.2	A proactive approach with the ministry working collaboratively with Chief Administrative Officer to develop a report for the Chief Administrative Officer that will contain recommendations and resources.								
3.	GUIDELINES:								
3.1	The primary contact for the ministry will be the Chief Administrative Officer (CAO). Ministry staff will co-ordinate the visit with the CAO and make document requests through the CAO, or their designate. The attached Schedule "A": Municipal Accountability Program (MAP) Checklist provides an overview of the type of information that will be reviewed.								
 <table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td colspan="2">Municipal Accountability Program (MAP) Checklist: Categories</td> </tr> <tr> <td>PART ONE: BYLAWS</td> <td>PART FOUR: TAXATION</td> </tr> <tr> <td>PART TWO: GOVERNANCE</td> <td>PART FIVE: PLANNING</td> </tr> <tr> <td>PART THREE: FINANCIAL</td> <td>PART SIX: ELECTION</td> </tr> </table>		Municipal Accountability Program (MAP) Checklist: Categories		PART ONE: BYLAWS	PART FOUR: TAXATION	PART TWO: GOVERNANCE	PART FIVE: PLANNING	PART THREE: FINANCIAL	PART SIX: ELECTION
Municipal Accountability Program (MAP) Checklist: Categories									
PART ONE: BYLAWS	PART FOUR: TAXATION								
PART TWO: GOVERNANCE	PART FIVE: PLANNING								
PART THREE: FINANCIAL	PART SIX: ELECTION								

Policy Statement and Guidelines:	
3.2	The Municipal Accountability Program (MAP) Checklist as per <i>Schedule "A"</i> shall be considered as a <u>living document</u> and information contained with the checklist categories will be updated as County legislative procedures by Council resolution are amended from time to time. The Policy will be reviewed by Council upon receiving notification from Alberta Municipal Affairs on future scheduled reviews.
3.3	Working collaboratively with the CAO, a customized 'MAP' report will be provided to the CAO, which will identify areas of compliance, as well as include recommendations and resources to assist in remedying any legislative inconsistencies that may exist.
3.4	Continued proactive contact, support, and relationship building between Municipal Affairs and the County as a collaborative partnership will be maintained throughout the four-year cycle with Smoky Lake County, as needed or as requested, regardless of compliance status.
4.	PROCEDURES:
4.1	The report entitled " Municipal Accountability Review Report " in its entirety shall be shared with Council to strengthen awareness of the diversity and magnitude of municipal responsibilities, the significant tasks and work involved, and achievements in compliance.
4.2	The report will be used as a planning tool for addressing the compliance gaps identified and for future training purposes to aid the County in achieving legislative compliance.
4.3	To demonstrate transparency and accountability to Smoky Lake County citizens, the Municipal Accountability Review Report results will be shared during a County Meeting and posted on the Municipal website.

Section 01

Schedule "A"
MUNICIPAL ACCOUNTABILITY PROGRAM (MAP) CHECKLIST

Policy 52-01



Legislation: Legend	
ALSA:	Alberta Land Stewardship Act
EMA:	Emergency Management Act
LAEA:	Local Authorities Election Act
MGA:	Municipal Government Act
LA:	Libraries Act
* Audit Requirement / ✓ County Information	

MAP	TOPIC	LEGISLATION	STATUS	2018-2021	2022-2025	2026-2029
PART 1	BYLAWS	LEGEND		Review: 2020 *		
1	Municipal Accountability Program (MAP)	MGA: 571 - Approved in 2018	Policy Statement No. 01-52	✓		
2	Borrowing Bylaw	MGA: 251-259 Regulation: 255/2000	Bylaw No. 1331-18 Resolution: 112-18 – December 6, 2018 Bylaw No. 1336-18	*		
3	Advertising / Notification			*		
4	Council Authority to Act	MGA: 180-181	Bylaw No. 1320-18: 5.1 to 5.4 / Bylaw No. 1303-17: 4.1 to 4.6 / Schedule C & D	*		
5	Council Meeting Minutes	MGA: 172, 184, 185, 197, 208, 230	Bylaw No. 1303-17: 8.7 to 8.18	*		
6	Bylaw Enforcement Bylaw	MGA: 555-556	Bylaw No. 1336-20 "Cath: Policy 15-05 Appointment: February 16, 2006 – Motion 275-06	*		
7	Code of Conduct Bylaw	MGA: 146.1 Regulation: 200/2017	Bylaw No. 1320-18 Resolution: 344-18 – August 30, 2018	*		
8	CAO Bylaw and Appointment	MGA: 205	Bylaw: 975-05 Resolution: 651.09 / 652.09 – July 27, 2009 (Rev CAO)	*		
9	Procedural Bylaw	MGA: 145(b)	Bylaw No. 1303-17	*		
10	Designated Officers	MGA: 210, 284.2, 456.1, 627.1(3)	Assessor: Bylaw No. 1325-11 / Appoint: February 16, 2017 – Motion 379-17 Also # 8 applies Bylaw No. 1338-19 – Agricultural Fieldman	*		
11	Meeting Quorum	MGA: 167	Bylaw No. 1303-17	*		
12	Revision bylaws and bylaw amendment	MGA: 63-69, 191	The County does not use revision bylaws. Other than statutory bylaw amendments, the County repeals and replaces any bylaws which require updating.	*		
13	Procedure passing Bylaws	MGA: 187-189	Bylaw No. 1303-17: Part Nine "Bylaws"	✓		
14	Petitions		Municipal Affairs: Petition to Your Council - Guide	✓		
15	Voting	MGA: 182-185	Bylaw 1303-17: 6.5 to 6.22	*		
16	Recording of Pecuniary Interest	MGA: 172	Bylaw No. 1320-18: 5.6 and Schedule "D"	*		
17	Discretionary Bylaws	MGA: 7	See: Item #18, #19, #21	*		
18	Utilities: Natural Gas	Discretionary	Bylaw No. 1332-18	✓		
19	Utilities: Water	Discretionary	Bylaw No. 1332-18	✓		
20	Emergency Advisory Committee	MGA: 542.1 & 692.4	Organizational Mtg: October 24, 2019 – Motion 21-19	✓		
21	Animal Control	Discretionary	Bylaw No. 1344-19	✓		

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MAP	TOPIC	LEGISLATION	STATUS	2018-2021	2022-2025	2026-2029
PART 2	GOVERNANCE	LEGEND		Review: 2020 *		
22	Location of Municipal Office	MGA: 204	Policy Statement No. 01-11	✓		
23	Organizational Structure		Policy Statement No. 01-03	*		
24	Organizational Meeting	MDG: 152, 192	Bylaw No. 1303-17: 5.1 to 5.6 / Schedule "B" Minutes: October 24, 2019 Organizational Mtg	*		
25	Council Orientation and Training	MGA: 201.1	Policy Statement No. 01-05 Minute: May 25, 2017 – CAO Report – Page 12687 Minutes: November 2, 2017: Finance/Budget	*		
26	CAO Evaluation	MGA 205.1	Policy Statement No. 01-08 Minutes: 2019 / Action List	*		
27	Council-CAO Covenant	County	Policy Statement No. 01-39	✓		
28	Provision of Information to Council by the CAO	MGA: 153.1	Policy Statement No. 01-26: Agenda Format Policy Statement No. 01-27: Request For Decision Policy Statement No. 01-28: Release Information Bylaw No. 1303-17: 4.19 to 4.26	*		
29	Signing of Municipal Documents	MGA: 213	Signed in accordance with MGA	*		
30	Repairs of roads, public places and public works	MGA: 532	Policy 03-18: Three-Year Road Plan Policy 03-51: Road Maintenance Policy 03-35: Snow Removal Bylaw 1241-12: Respecting Road Right of Way Bylaw 1225-11: Road Ban Restriction	*		
31	Public presence at meetings	MGA: 197(1)	All Council / Committee Meetings open to Public. Bylaw No. 1303-17: 5.32 Policy Statement No. 01-49	*		
32	Closed Meetings	MGA: 197 refers to closed to public – not closed session	Bylaw No. 1303-17: 6.25 to 6.32	*		
33	Public Participation	MGA: 216.1 Regulation: 192/2017	Policy Statement No. 01-51	*		
34	Regular Meeting Change Notice	MGA: 193	Policy Statement No. 01-04 – by motion of Council	*		
35	Special Meetings Procedures	MGA: 194	Bylaw No. 1303-17: 5.11 to 5.17 / Minutes: July 9, 2019	*		
36	Meetings Through Electronic Communication	MGA: 199	Bylaw No. 1303-17: 6.23	*		
37	Document Security		Bylaw No. 1134-05	*		
38	Fees and Charges		Policy Statement No. 01-48: Administration Policy Statement No. 01-11: Planning	*		
39	Strategic Plan		Policy Statement No. 01-38 Resolution: 208-18 – January 25, 2018 Resolution: 57-18 – October 25, 2018	*		
40	Policies		Policy Statement No. 01-49	✓		
41	Municipal Emergency Plan	EMA: 11-11.2 Regulation: 203/2018	Bylaw No. 1350-20 Appoint Members: Director Appointment: March 26, 2015 – Motion 491-15	*		
42	Municipal and System Library Boards	LA: 3-5, 16 Regulation: 141/1998	County does not have a municipal library board. Resolution: 449-19 – February 16, 2019 County is a member of the Northern Light Library board system. Bylaw No. 827-03 Resolution: May 22, 2014 – Motion # 565-14 Policy: Resolution: October 24, 2019 – Motion # 57-19	*		

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MAP	TOPIC	LEGISLATION	STATUS	2018-2021	2022-2025	2026-2029
PART 3	FINANCIAL	LEGEND		Review: 2020 *		
43	Operating Budget	MGA: 242-244	Financial Plan: 2018-2022 / 2019-2023 Resolution: 549-18 – August 30, 2018 Resolution: 587-19 – June 27, 2019	*		
44	Capital Budget	MGA: 245-246	See # 55	*		
45	Financial Records and Receipts	MGA: 268.1	County uses Bellamy software for maintaining financial records, as well as Bellamy for budgeting purposes. Revenues and receipts are collected and issued from the County office.	*		
46	Financial Reporting to Council		The CAO provides monthly Actual to Budget Report, Monthly Financial (Treasure) reporting to Council.	*		
47	Designation of Financial Institutions	MGA: 270	Policy Statement No. 01-16 names ATB Financial Institution.	*		
48	Purchasing Policy		Policy Statement No. 08-16	*		
49	Procurement		Policy Statement No. 08-16	*		
50	Fidelity bonds / insurance	MGA: 212.1	Bylaw No. 1287-13 Policy Statement No. 01-16 listed in #46 The county holds a policy with AAMDC (RMA) Jubilee Insurance Program.	*		
51	Audit Appointment	MGA: 280.1	The municipality appointed their auditors from 2018-2022 by council resolution #50/1/18 adopted August 21, 2018.	*		
52	Audited Financial Statements / Audit Report	MGA: 276, 281	Resolution: 504-19 adopted on March 28, 2019 Resolution: October 24, 2019 – Motion # 08-19	*		
53	Salary and benefit disclosure	MGA: 217 Regulation: 313/2000	The required salary disclosure is included in the municipality's annual financial statements, which are published on the county website.	*		
54	Auditor's Management letter	MGA: 281	The county receives confidential recommendations from the auditor.	*		
55	Three-year Operating Plan	MGA: 283.1 Regulation: 192/2017	Resolution: 270-19 – January 29, 2019 Total Function Budget	✓		
56	Five-year Capital Plan	MGA: 283.1 Regulation: 192/2017	Resolution: 321-19 – December 20, 2019	✓		

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MAP	TOPIC	LEGISLATION	STATUS	2018-2021	2022-2025	2026-2029
PART 4	TAXATION	LEGEND		Review: 2020 *		
57	Property Tax Bylaw Contents Matters Relating to Assessment Sub-Classes Regulation	MGA: 323,353-359 Regulation: 202/2017	Bylaw No. 1349-19: 2019 Tax Rate Bylaw Resolution 716-19 - May 23, 2019	*		
58	Assessment Review Board Bylaw	MGA: 454-456 Regulation: 201/2017	Bylaw No. 1231-11 Appointment: Resolution 12-19 and 13-19 October 24, 2019 Organizational Mtg	*		
59	Tax Notice: Preparation and Contents	MGA: 333-334	Tax notices are prepared annually and sent to taxpayers in accordance with MGA requirement.	*		
60	Tax Recovery	MGA: 413, 436.04	Tax Recovery in accordance with MGA requirement.	*		
61	Tax Agreement		Policy Statement No. 12-01	✓		
62	Assessment and Tax Roll	MGA: 284.2(1) 307, 327, 329	In accordance with MGA requirement	*		
63	Tax Arrears List	MGA: 412, 418, 436.03, 403.08	The county's tax arrears list has been prepared and submitted to the Registrar as required before the March 31 deadline. The list is posted on the municipal in the county office.	*		
64	Tax Penalties	Discretionary	Bylaw No. 1309-18	*		
65	Certification of the date of mailing of assessment and tax notices	MGA: 310-311 335-336	Notice of preparation of the assessment roll and mailing of assessment and tax notices certified by the CAO, which was published in the local newspaper: June 7, 2019.	*		
66	Preparation and content of Assessment Notices	MGA: 308-309	Assessment Notices and Tax Notices are combined.	*		
67	Tax Sale	MGA 418, 436.08	The last tax sale followed the process outlined in legislation and the Municipal Affairs Tax Recovery manual. 2011 Property Tax Sale: Resolution 153-17 – December 14, 2017 Resolution: August 30, 2018 – Motion # 850-18	*		

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MAP	TOPIC	LEGISLATION	STATUS	2018-2021	2022-2025	2026-2029
PART 5	PLANNING	LEGEND		Review: 2020 *		
68	Subdivision Authority and Development Authority	MGA: 623-626	Bylaw No. 1345-19 Resolution 708-19 - May 23, 2019 Appoint: Resolution 36-19 - October 24, 2019 - annually at the Organizational Meeting	*		
69	Subdivision and Development Appeal Board	MGA: 627,628 Regulation: 195/2017	Bylaw No. 1347-19 Resolution 703-19 - May 23, 2019 Appoint: Resolution 35-19 - October 24, 2019 - annually at the Organizational Meeting: Members-at-Large	*		
70	Subdivision Applications and decisions	MGA: 653, 653.1, 679 Regulation: 43/2002	Subdivision applications and decisions are performed by County Planning staff and the Municipal Planning Commission	*		
71	Municipal Development Plan	MGA: 230,606, 632, 641, 692	Bylaw No. 1246-12 Resolution 297-13 - January 31, 2013	*		
72	Municipal Planning Commission	MGA: 626	Bylaw No. 1346-19 Resolution 701-19 - May 23, 2019 Appoint: Resolution 34-19 - October 24, 2019 - annually at the Organizational Meeting	*		
73	Land Use Bylaw	MGA: 230, 606, 639, 640, 642(1), 692(4) Regulation: 43/2002	Bylaw No. 1272-14 Resolution 159-14 - December 4, 2014	*		
74	IDP: Intermunicipal Development Plan(s)	MGA: 230, 606, 631, 636, 692, 708.28, 708.3	Bylaw No. 19: Lac La Biche Bylaw No. 1335-19: County of Two Hills No. 21 Bylaw No. 1334-19: County of St. Paul No. 19 Bylaw No. 1298-16: Village of Vilna Bylaw No. 1384-17: Village of Waskataneau Bylaw No. 1298-16: Town of Smoky Lake	*		
75	ICF: Intermunicipal Collaborative Framework(s)	MGA: 708.33 Regulation: 191/2017	Bylaw No. 1359-19: Lac La Biche Bylaw No. 1388-19: County of Two Hills No. 21 Bylaw No. 1381-19: County of St. Paul No. 19 Bylaw No. 0008.20: Smoky Lake Region	*		
76	Development Permits: Application and decisions	MGA: 683.1,686, 687	Policy Statement No. 81-83	*		
77	Public Hearing Procedures: Planning		Bylaw No. 1285-15	✓		
78	Alberta Land Stewardship Act Regional Plans	MGA: 622, 630.2 ALSA: 20	No ALSA regional plan in effect.	*		
79	Growth Management Boards	MGA: 708.23	County is not a member of a Growth Management Board.	*		
80	Planning Policies: Publish List	MGA: 638.2	The County has a section on their website which includes all Policies relating to planning decisions.	*		

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MAP	TOPIC	LEGISLATION	STATUS	2018-2021	2022-2025	2026-2029
PART 6	ELECTION	LEGEND		Review: 2020 *		
81	Returning Officer and Deputy Returning Officer Oath	LAEA: 16 Regulation: 106/2007	Resolution 368-17 - February 16, 2017 Upon appointment - Prior to the October 2017 general election, each election officer took the appropriate oath. Copies of the official oath retained by the County - Letter sent: February 22, 2017 Municipal File: 1-1248-2017	*		
82	Substitute Returning Officer Appointment	LAEA: 13(2.1)	Resolution 365-17 - February 16, 2017 Letter sent: February 22, 2017	*		
83	Election nomination forms and procedures	LAEA: 27, 28.1, 34, 97	Bylaw #740-86, passed July 31, 1986 establishes a fee for submission of nomination papers.	*		
84	Ballot Account	LAEA: 88-89, 94, 100	The county retains a copy of the election's ballot account - Municipal File: 1-1343-2017	*		
85	Vote by Special Ballot		The County does not provide for special ballots.	*		
86	Disposition of elections materials	LAEA: 101	The election materials were destroyed and affidavits of destruction completed.	*		
87	Election campaign disclosure statements	LAEA: 147.4	No campaign contributions are collected by County candidates.	*		
88	Proof of Elector Eligibility		The County does not have a Bylaw requiring additional identification for electors.	*		
89	Joint Elections	LAEA: 2-3	Old Bylaw 281 passed on August 3, 1971 Resolution: June 15, 2017 - Motion # 837-17 1995 Election Services Agreement	*		

MUNICIPAL ACCOUNTABILITY PROGRAM (MAP) Checklist: Page 6 of 6.

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Carried.

Policy Statement No. 01-04-03: Public Notice of Council and Council Committee Meetings
362-20: Halisky That Smoky Lake County **Policy Statement No. 01-04-03: Public Notice of Council and Council Committee Meetings**, be amended:

Title: Public Notice of Council and Council Committee Meetings	Policy No.: 04-03
Section: 01	Code: P-I
	Page No.: 1 of 3

Legislation Reference:	Alberta Provincial Statutes
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Purpose:	To allow for the giving of notice to the public of matters that may affect them, and to afford them the opportunity to make submissions, attend, and delegate before Council and their Committees.
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Policy Statement and Guidelines:	
1.	STATEMENT:
1.1	The Council of Smoky Lake County do hereby declare that Notice of Regular Council Meetings and Council Committee Meetings will be posted at least 24 hours prior to the meeting.
1.2	This policy describes the circumstances, form, manner, and timeline in which Notice shall be provided to the public, as required under the <i>Municipal Government Act</i> .
2.	OBJECTIVE:
2.1	To establish public notice provisions for matters directly affecting the public that are prescribed by legislation or deemed by the County to warrant public notice.
2.2	All County meetings shall be open to the public, except for any Executive Session portions. Smoky Lake County has an obligation to communicate information to citizens that may impacts their lives so they can be involved in the decision-making process.
3.	DEFINITION:
3.1	"Newspaper" : means a printed publication in sheet form, intended for general circulation, published as indicated in <i>Municipal Government Act</i> , which reads as follows: published at least once a week for 2 consecutive weeks in at least one newspaper.
3.2	"Public Notice" or "Notice to the Public" : shall mean notice given to the general public, but does not include notice given to specific persons.
3.3	"Notice Page" : shall mean the area on the County's website where Notices are posted.
3.4	"Website" : is the official Smoky Lake County website at www.smokylakecounty.ab.ca .

Title: Public Notice of Council and Council Committee Meetings		Policy No.: 04-03
Section: 01	Code: P-I	Page No.: 2 of 3

Policy Statement and Guidelines:	
4.	<p>GUIDELINES:</p> <p>4.1 Smoky Lake County's Procedural Bylaw prescribes the minimum requirements respecting Public Notice; however, Council and/or administration can exercise discretion in providing extended notice where circumstances warrant.</p> <p>4.2 This policy sets out the minimum notice requirements, a list of matters for which public notice is required, the form and the manner in which notice is to be given as well as the minimum time for providing such notice. This policy shall not prevent the County from exceeding the notice provisions if it is deemed to be in the public interest to exceed the standards set out in this policy; additional notice using various methods of social media may be used.</p> <p>4.3 The County also recognizes that newspaper readership is decreasing, thus efforts to ensure accessibility to public notices and legal advertising through the County's website in accordance with County's Public Notification Bylaw.</p> <p>4.4 Where Notice provisions are prescribed by legislation or County Bylaws, those notice provisions shall prevail over this policy.</p> <p>4.5 Public Notices are facilitated through the Smoky Lake County Communications Technician.</p> <p>4.6 All Public Notices shall be written in plain language and in an accessible manner.</p> <p>5. PROCEDURES:</p> <p>Meeting Notification:</p> <p>5.1 Notification of Council or Council Committee meetings shall be given to the general public by being:</p> <p>5.1.1 Displayed on the digital screens located inside the County's Main Office foyers.</p> <p>5.1.2 Published in the Smoky Lake County Grapevine.</p> <p>5.1.3 Posted on the Smoky Lake County website.</p> <p>Content of Public Notice:</p> <p>5.2 Notice to the Public requirement(s) shall contain the following information <u>when applicable</u>:</p> <p>5.2.1 The name of the body which is meeting.</p> <p>5.2.2 The date, time and location of the meeting.</p> <p>5.2.3 A general description statement of the meeting's purpose.</p> <p>5.2.4 Where to direct inquiries regarding the meeting.</p> <p>5.2.5 The date of posting the notice.</p>

Title: Public Notice of Council and Council Committee Meetings		Policy No.: 04-03
Section: 01	Code: P-I	Page No.: 3 of 3

Policy Statement and Guidelines:	
	<p>Notice of Meeting:</p> <p>5.3 Regular Council Meeting: Notice to participants and the public is not required for regularly scheduled meetings, unless there is a change in meeting date, time and place from the regularly set meeting schedule; in which case the Chief Administrative Officer or designate shall give notice to all members of Council and to the public at least one business day (24 hours) prior to the day of the Council meeting.</p> <p>5.4 Special Council Meeting: shall be called in accordance with the Municipal Government Act: Section 194 and in accordance with the County Procedural Bylaw.</p> <p>5.5 Council Committee Meeting: shall be given to participants and the public at least 24 hours in advance in accordance with the Municipal Government Act.</p> <p>5.6 All meetings which are scheduled through a passing of Council resolution during an open meeting of Council shall be advertised on the County Grapevine.</p> <p>5.7 No additional Public Notice will be required for subsequent meetings where a matter has been deferred to a subsequent meeting by County Council or by a Committee of Council.</p> <p>5.8 If a matter for which notice was given under this policy is deferred, adjourned or continued to a future meeting, no further notice is required, unless there is a statutory requirement otherwise, where a:</p> <p>5.8.1 a public statement is made at the meeting advising that the matter has been deferred, adjourned or continued to a future meeting specified in the statement; or</p> <p>5.8.2 a written statement is posted at the meeting location advising that the matter has been deferred, adjourned or continued to a future meeting specified in the statement.</p> <p>5.9 If a matter arises, which in the opinion of the Chief Administrative Officer, in consultation with the Reeve, is considered to be of an urgent or time sensitive nature, or which could affect the health or well-being of the residents of Smoky Lake County or if a State of Emergency is declared, or is so advised by a Provincial ministry, the Public Notice requirements of this policy may be waived and the Communication Technician shall make best efforts to provide as much notice as is reasonable under the circumstances.</p>

Carried.

5. Issues for Information:

Manager's Reports:

Public Works

Roadside Brushing Policy

363-20: Halisky

That Smoky Lake County administration develop Roadside Brushing Policy which outlines hydro-axe and hand brushing guidelines, to be brought to a future County Council meeting.

Carried.

Doug Ponich, Public Works Manager, left Council Chambers, time 11:22 a.m.

Sergeant Tina Chan, Smoky Lake RCMP Detachment entered Council Chambers, time 11:25 a.m.

Planning and Development

Intermunicipal Development Plan (IDP) and Collaboration Framework (ICF)

364-20: Orichowski

That Smoky Lake County is in agreement with Thorhild County to exempt the development of the Intermunicipal Development Plan (IDP) at this time, in accordance with Section 631(2) of the revised Municipal Government Act, current as of January 1, 2020; and accept Thorhild County's letter dated December 17, 2019, as the "notice" for exemption, as per Thorhild County Council's December 10, 2019, Motion #770-2019; and provide Thorhild County with a notice of same.

Carried.

11:45 to 12:00 p.m.

9. Public Question and Answer Period:

Sgt. Tina Chan, Smoky Lake RCMP Detachment

Question: No question was asked; Council was informed of the Smoky Lake RCMP Detachment's top three priorities which are: Crime Reduction, Public Engagement and Traffic Safety.

Answer: N/A

Sergeant Tina Chan, Smoky Lake RCMP Detachment left Council Chambers, time 12:00 p.m.

Meeting Recessed

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

Meeting Reconvened

The meeting reconvened on a call to order by Reeve Craig Lukinuk at 1:15 p.m. in the presence of all Council members, the Chief Administrative Officer, Assistant Chief Administrative Officer, Planning and Development Manager, Planning and Development Assistant and Recording Secretary.

Proposed Multi-Lot Subdivision: Lot 1, Block 6, Plan 1821256 (Pt. of SW-34-59-13-W4M)

365-20: Gawalko

That Smoky Lake County Council warrants changes to the County's **Subdivision Development Guidelines and Minimum Servicing Standards** as prepared by Stewart Weir & Co. Engineering and adopted in Year-1986, to meet the current standards as described in the letter received from Gene Sobolewski, C.E.T., Senior Project Manager, Associated Engineering Alberta Ltd., dated December 3, 2019, in respect to Bascor Developments' multi-lot subdivision proposal for the lands legally described as Lot 1, Block 6, Plan 1821256 (Pt. of SW-34-59-13-W4M) at Bonnie Lake.

Carried.

Residents of Whitefish Lake - Hillside Acres Subdivision - Request

366-20: Cherniwchan That Smoky Lake County **not provide any funds** towards a feasibility and/or impact study on the design, engineering, installation and maintenance of a powered gate with lights and cameras, across the public road adjacent to, and accessing, the Hillside Acres Subdivision and, **not provide any funds** towards the purchase, design, engineering, installation or maintenance of any such gate at the said location, if the concept comes to fruition; in response to the December 12, 2019 Council Meeting delegation: Residents of Whitefish Lake - Hillside Acres Subdivision.

Carried.

Rodger Hnatiuk, Landowner - Subdivision Proposal

367-20: Halisky That Smoky Lake County Council approve to fund the surveying costs, up to a maximum in the amount of \$500.00, for the purpose of registering a Road Plan running East to West, on the privately-owned parcel of land legally described as SW-09-58-15-W4, containing 4 acres, and the County-owned parcels of land legally described as SE-09-58-15-W4, containing 2 acres and SE-09-58-15-W4, containing 22.04 acres, which would provide public road access in the event of a subdivision separating the home farmstead site out of the lands legally described as NW&SW-09-58-15-W4, in response to the letter proposal of same, received from Roger Hnatiuk, part-landowner, dated December 3, 2019.

Carried.

Ruthenia School

368-20: Orichowski That Smoky Lake County defer the letter received from Marvin Bidlock, dated January 22, 2020 in regard to surveying, subdividing and donating Ruthenia School, located on the land legally described as SW-6-59-16-4, to the next scheduled County Council Meeting.

Carried.

Author: Billie Millholland

369-20: Halisky That Smoky Lake County acknowledge receipt of the books in regard to watershed in our region, from, and written by, Author: Billie Milholland, titled: 'Under the Maidenhair,' 'They Came,' and 'Living in the Shed', and, acknowledge the distribution made by Administration of the dozen copies of the book: 'Living in the Shed' to: each County Council member, the Town of Smoky Lake, Victoria Home Guard Historical Society, Metis Crossing, Smoky Lake County Regional Heritage Board, H. A. Kostash School, Smoky Lake Municipal Library, and one copy for display at the County's Main Office; and, send a letter of thanks to Ms. Billie Milholland for the said gifts.

Carried.

Waskatenau Nuisance Grounds / Former Alberta Transportation Yard Remediation

370-20: Orichowski That Smoky Lake County, inquire on the status of a Provincial funding commitment towards the Waskatenau Nuisance Grounds / Former Alberta Transportation Yard Remediation, in respect to the October 23, 2019, meeting at the Legislature Building in Edmonton with the Minister of Transportation: Ric McIver.

Carried.

**Safety Officer
Annual Safety Meeting**

371-20: Halisky That Smoky Lake County's Main Office and Public Works Office **be closed** for the Annual Safety Meeting scheduled on the confirmed date of Friday, April 24, 2020.

Carried.

Manager's Reports

372-20: Gawalko

That the Smoky Lake County Management Reports received for the period between December 9, 2019 to January 16, 2020 from; Doug Ponich, Public Works Manager; Bob Novosiwsky, Public Works Road Foreman; Dave Kully, Public Works Shop Foreman; Ed English, Bylaw Enforcement/Peace Officer/Parks and Recreation Manager; Jordan Ruegg, Planning and Development Manager; Communications/GIS Department and Trevor Tychkowsky, Safety Officer, be accepted and filed for information.

Carried.

5. Issues for Information:

Chief Administrative Officer's Report

The Chief Administrative Officer gave an updated report to Council for the period of December 11, 2019 to January 22, 2020:

Legislative/Governance:

- Provided Statistics Canada with authorization to work with Accurate Assessment for Housing Assessment data on January 10, 2020.
- We require a March date for a Departmental Operations meeting to circulate the departmental workplans.
- We require a March date to hold a rural crime Townhall meeting in conjunction with the RCMP and Town of Smoky Lake.
- The List of 2019 Policies Adopted/Amended is ready for distribution.

Administrative:

- Our updated Website is under construction through All-Net Municipal Solutions. It is scheduled to be live in March 2020.

Financial:

- No Report.

Human Resources:

- Work-Site visit to Shop January 17, 2020.

Community:

- The Lieutenant Governor's Office has sent a reminder that there is a February 15, 2020 deadline for nominations to the Alberta Order of Excellence.

Training:

- Training update for departments was submitted to the County Council Budget meeting.

Council Member Inquiry:

- Council recently discussed the status of the roundabout at the intersection of Highway 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 2020.

“Townhall” Information Session: Enhancing Community Safety

373-20: Halisky That Smoky Lake County, in partnership with the Town of Smoky Lake, and in conjunction with the Smoky Lake RCMP Detachment, approve to host a **“Townhall” Information Session: Enhancing Community Safety**, in response to the increasing rural crime; and, schedule the said event for **Tuesday, March 3, 2020 at 6:30 p.m.** in the National Hall, Smoky Lake.

Carried.

Smoky Lake County Council Departmental Operations Meeting

374-20: Cherniwchan That the next Smoky Lake **County Council Departmental Operations Meeting** be scheduled for Thursday, **March 5, 2020 at 10:00 a.m.**, to be held in the County Council Chambers.

Carried.

Smoky Lake County Committee of the Whole - Industrial Liaison Meeting

375-20: Orichowski That the next Smoky Lake **County Council Committee of the Whole for the purpose of an Industrial Liaison Meeting** be scheduled for Friday, **March 13, 2020 at 10:00 a.m.**, to be held in the County Council Chambers.

Carried.

2019 Policies Adopted/Amended

376-20: Gawalko That Smoky Lake County Council acknowledge receipt of the Smoky Lake County Policy statistics for Year-2019 as follows:
11 Governance Policies adopted,
22 Governance Policies amended,
11 Management Policies amended,
5 Safety Policies adopted, and
6 Safety Policies amended.

Carried.

All-Net Municipal Solutions

377-20: Orichowski That Smoky Lake County Council approve action taken by administration in engaging All-Net Municipal Solutions for the design of the new Smoky Lake County Website, scheduled to go live in March 2020.

Carried.

Agricultural Service Board – Agricultural Fieldman Position

378-20: Cherniwchan That Smoky Lake County Council authorize Administration to advertise an **internal** employment opportunity to staff the vacant position of Designated Officer: Agricultural Fieldman, for the Smoky Lake County Agricultural Service Board Department, with a position start date of April 1, 2020.

Carried.

Lieutenant Governor's Office - Alberta Order of Excellence

379-20: Lukinuk That Smoky Lake County advertise for “Self-nominations” to the 2020 Alberta Order of Excellence with a submission deadline of February 15, 2020, on Social Media in response to the letter received from Andrew C.L. Sims, Chair, The Alberta Order of Excellence, dated January 10, 2020.

Carried.

Financial Update

As annexed to the minutes:

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

Action List(s)

↳ Action List(s):

- i. County Council Budget Meeting – November 29, 2019.
- ii. County Council Meeting – December 12, 2019.
- iii. County Council Budget Meeting – December 20, 2019.

Chief Administrative Officer’s Report

380-20: Orichowski That the report for the period of December 11, 2019 to January 22, 2020, written by the Smoky Lake County Chief Administrative Officer, be accepted and filed for information.

Carried.

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

Brenda Adamson, Finance Manager provided an updated Financial Report for the period of December 4, 2019 to January 10, 2020.

2020 Family and Community Support Services (FCSS) Grant

381-20: Gawalko That Smoky Lake County approve to allocate funding from the 2020 Family and Community Support Services (FCSS) Grant budget in accordance with Policy No. 08-17-01: Family and Community Support Services (FCSS) grant, as follows:

Community Group	Eligibility	Funding
Smoky Lake Public Library	preschool and youth programming designed to improve social skills in youth.	\$4,000.00

Carried.

2020 Family and Community Support Services (FCSS) Grant - Funding

382-20: Orichowski That Smoky Lake County Council approve action taken in executing the agreement with the Minister of Children and Youth Services, for the 2020 Family and Community Support Services (FCSS) Funding with a Provincial Contribution in the amount of \$93,308.00 and a Municipal Contribution in the amount of \$23,327.00, for a total in the amount of \$116,635.00, to be expended between the period of January 1, 2020 to December 31, 2020.

Carried.

MuniSight Ltd. – Geographic Information System (GIS)

383-20: Halisky That Smoky Lake County Council approve action taken by administration of executing two contracts with MuniSight Ltd. on behalf of the Smoky Lake Region encompassing the municipalities of Smoky Lake County, Town of Smoky Lake, Village of Waskatenau, and the Village of Vilna, for the purpose of providing the Region a Geographic Information System (GIS) for a Five-Year Term commencing January 1, 2020 and ending December 31, 2024 as follows, for Contract #1 as per the MuniSight Ltd. quote #191123, dated November 13, 2019 for **software licensing** in the total amounts of:

- Year-2020 \$68,000.00,
- Year-2021 \$60,981.00,
- Year-2022 \$61,897.00,
- Year-2023 \$62,825.00, and
- Year-2024 \$63,767.00;

and Contract #2 as per the MuniSight Ltd. quote #191124, dated November 13, 2019 for **support services** in the total amounts of:

- Year-2020 \$47,435.00,
- Year-2021 \$48,056.00,
- Year-2022 \$48,777.00,
- Year-2023 \$49,507.00, and
- Year-2024 \$50,250.00.

Carried.

Finance Manager's Report

384-20: Orichowski

That the Smoky Lake County Financial Report prepared by Brenda Adamson, Finance Manager for the period of December 4, 2019 to January 10, 2020, be accepted for information.

Carried.

Reeve's Report:

Reeve Craig Lukinuk presented the following written report:



Reeve's Report

For December 1, 2019 to January 16, 2020

December 2, 2019 – Smoky Lake Community Daycare Co-operative Committee Meeting, held in Council Chambers: (Craig)

- Acknowledged 53 children are registered with the daycare.
- Approved Financial Statements.

December 3, 2019 – Regional Community Development Committee (RCDC) Advertising Committee, held in Council Chambers: Craig

- Discussed the Snowmobile and Powersports Show, Canadian Hemp Trade Alliance, Minor Hockey "Cookie Walk", and the Chamber Passport Program.

December 4, 2019 – Regional Fire and Rescue Committee, held in Council Chambers (Craig)

- Agreed to prepare a gap analysis to specifically identify what the Smoky Lake Region's Fire Services service gaps are in each department.
- Agreed to request feedback from each respective fire department on the members willingness to participate in standby/on-call pay.

December 12, 2019 – County Council Meeting held in Council Chambers: (All Council)

- Gave third and final reading to:
 - Bylaw No. 1359-19: Intermunicipal Collaboration Framework (ICF) with Lac La Biche County,
 - Bylaw No. 1360-19: Intermunicipal Collaboration Framework (ICF) with County of Two Hills,
 - Bylaw No. 1361-19: Intermunicipal Collaboration Framework (ICF) with County of St. Paul,
 - Bylaw No. 1354-19: Municipal Historic Resource Designation – Freetrader's Cabin,
 - Bylaw No. 1353-19: Regional Emergency Management,
 - Bylaw No. 1364-19: to repeal Bylaw No.1184-09 which was made invalid and redundant due to the long-standing one-third federal tax exemption for elected municipal office being expired
 - Bylaw No. 1362-19: County Parks.
- Approved to execute an agreement with the consultant company: Vision XS, for project assistance with the Victoria District Economic Development Plan.
- Amended Policy Statement No. 61-16-03: Regional Community Development Committee (RCDC): Communications.
- Amended Policy Statement No. 61-19-01: Regional Community Development Committee (RCDC): Stakeholder Participation.
- Amended Policy Statement No. 08-18-08: Council Remuneration and Expenses.
- Adopted Policy Statement No. 02-33-01: Peace Officer – MOU with R.C.M.P.
- Approved 2019 Family and Community Support Services (FCSS) Grant funding of \$1,067.00 to the Victoria Trail Ag. Society.
- Approved to enter into an agreement with Alberta Municipal Services Corporation (AMSC) as the service provider to supply electricity for Smoky Lake County municipal business for a 5-Year Term with fixed pricing.
- Approved to renew the Federation of Canadian Municipalities (FCM) membership for the 2020-2021 term.
- Approved to provide a letter of support to Minister of Economic Development, Trade and Tourism, to advocate continued core funding of the Northeast Alberta Information HUB.
- Acknowledge the \$25,742.06 requisition payable to the Northern Lights Library System (NLLS).
- Approved a letter of support Year-2020 Community and Regional Economic Support (CARES) Program application for \$75,000.00, towards the Regional Community Development Committee (RCDC) project titled: Strategic Priorities Action Plan 2020-2021.
- Approved to allow the Smoky Lake Community Daycare Co-operative to transfer their current cellular phone number for the Pumpkin Patch Daycare, to the County's cellular phone plan; and the daycare will reimburse the County for all charges.
- Approved to pursue a Municipal Historic Resource Designation: Ruthenia School for Ruthenia School, on the land legally described as SW-6-59-16-W4.
- Approved executing the County of Two Hills Bylaw No. 11-2019, Schedule A: Intermunicipal Collaboration Framework (ICF) with Smoky Lake County.
- Approved executing St. Paul County No. 19's Bylaw No. 2019-23, Appendix A: Intermunicipal Collaboration Framework (ICF) with Smoky Lake County.

December 16, 2019 – County Environmental Operations Meeting held in Council Chambers: (All Council)

- Lorne Halisky was acclaimed as Chairperson and Randy Orichowski was acclaimed as Vice-Chairperson for the Board.
- Approved to reduce the hours of operation of the Smoky Lake County Transfer Station sites (Smoky Lake, Bellis and Spedden) to 6 hours per day from 10:00 a.m. to 4:00 p.m. effective January 3, 2020 to March 31, 2021.
- Approved to reduce the Smoky Lake Landfill site hours of operation to Tuesday and Saturday effective Jan. 3, 2020 to Mar. 31, 2021 and going forward every year from Nov. 1st to Mar. 31st.

December 16, 2019 – County Fire Protective Meeting held in Council Chambers: (All Council)

- Craig Lukinuk was acclaimed as Chairperson and Lorne Halisky was acclaimed as Vice-Chairperson for the Board.
- Approved to execute a Mutual Aid Agreement with County of Two Hills for the Year 2017 to Year 2021 Election Term at a cost of \$200/hour/unit.
- Amended Policy Statement 02-22-03 – Fireworks Permit Agreement.

December 16, 2019 – County Agricultural Service Board Meeting held in Council Chambers: (All Council)

- Dan Gawalko was acclaimed as Chairperson and Johnny Cherniwchan was acclaimed as Vice-Chairperson for the Board.
- Amended Policy Statement 62-10-05 Agricultural Service Board Business Plan, for Year-2020.
- Approved to host a lunch for 18th Annual Farmers and Ranchers Appreciation Day in conjunction with the Bellis 4-H Beef Show on Friday, June 5, 2020, from 11:00 a.m. to 2:00 p.m., to be held in the Town of Smoky Lake.
- Agreed to not provide municipal funding to the Lakeland Agricultural Research Association (LARA).
- Agreed to fund an In-House Agricultural Extension Programming through the County's Agricultural Service Board in Year-2020.
- Agreed to not attending the Year-2020 Provincial Agricultural Service Board Conference scheduled for January 21-14, 2020, in Banff.
- Agreed to provide a letter of support for Lakeland Agricultural Research Association's (LARA's) initiative in regard to forming the North East Watershed Team.
- Accepted, with regret, the resignation of Smoky Lake County's Agricultural Fieldman: Tori Ponich.

December 16, 2019 – County Natural Gas Meeting held in County Council Chambers: (All Council)

- Lorne Halisky was acclaimed as Chairperson and Randy Orichowski was acclaimed as Vice-Chairperson for the Board.
- Approved to send a letter of thanks to Mr. Dareld Cholak for his years of service as the Zone 3 Director of the Federation of Alberta Gas Co-ops Ltd., as well as Mr. David Simon for his years of service as President & CEO of Gas Alberta Inc.



Reeve's Report

For December 1, 2019 to January 16, 2020

December 17, 2019 – Regional Community Development Committee (RCDC) held in Council Chambers: (Craig, Lorne & Johnny)

- Recommend each respective municipality approve the Managing Partner, Smoky Lake County to invoice for the 2019 Economic Development based on actual costs.
- Approved the funding formula of: Smoky Lake County 65%, Town of Smoky Lake 25%, Village of Waskatenau %5, and Village of Vilna %5.
- approve for the Economic Development Office located in the Smoky Lake County main office at 4612 McDougall Drive to be open Wednesdays, 8 a.m. - 4:00 p.m. to provide the Public the opportunity to visit.

December 18, 2019 – Doctor retention and Recruitment Committee: (Craig, Johnny, Lorne)

- Discussed Lakeland Primary Care Network's request for funding the Patient's Medical Home.
- Approved to submit a nomination to the Rural Health Professions Action Plan (RhPAP) 2020 Rhapsody Awards.
- Reviewed the Doctor Retention and Recruitment Committee Proposed 2020 Budget.

December 20, 2019 – County Council Budget Meeting held in Council Chambers: (All Council)

- Adopted the 2020 – 2024 Five-Year Capital Project Budget.
- Approved the Smoky Lake County Regional Heritage Board Year-2020 Budget of \$15,000.

December 20, 2019 – Municipal Planning Commission Meeting held in Council Chambers: (All Council)

- Approved DP 061-19 expanded natural resource extraction/processing facility (sand and gravel) – increase pit boundary by 12.9 acres.

January 6, 2020 – County Council Departmental Meeting, held in Council Chambers: (All Council)

- Approved the suspension of all winter Roadside Brushing from January 1 to March 31 of each year, unless in the event of an emergency or after a severe weather event where Public Safety is a concern.
- Approved to implement a Hiring Freeze for the remainder of Year-2020, unless otherwise approved by a Motion of Council.

January 9, 2020 – Smoky Lake Community Daycare Co-operative Committee Meeting, held in Council Chambers: (Craig)

- Approve to purchase a Laptop for Bookkeeping and an increase to Staff Wages.
- Approved to send bad debt to collections.
- Acknowledged that the County\Town and HAK as stakeholder shareholders with permanent appointments.

January 10, 2020 – Rural Municipalities of Alberta (RMA) Zone 5 District - Organizational and Regular Meeting, held in St. Paul: (All Council)

- Discussed the Municipal Sustainability Initiative (MSI) Funding ending in 2022.
- The RMA Spring Convention is scheduled for March 16-18, 2020.
- Elected Gene Hrabec, Deputy Reeve of Beaver County as the Chairperson.
- Elected Steve Upham, Reeve of County of St. Paul No.19 as the FCM Representative.
- Membership Fees will remain at \$1,500/municipality.

January 13, 2020 – North East Muni-Corr Ltd. Meeting: (Johnny & Craig)

- Tabled the 2020 budget until next meeting.
- Encroachment agreements with RPC Group Inc.
- CNRL 12 Utility agreement renewed.
- Marvin Bjornstad writing a book on the Iron Horse Trail.

January 15, 2020 – Joint Town of Smoky Lake and County Council Meeting, held in Council Chambers: (All Council)

- Discussed partnership of the Alberta Health Services Building at 4607-52 Avenue, Smoky Lake (former Continuing Care Centre).
- Lakeland Primary Care Network (PCN) - Patient's Medical Home at 151 White Earth Street, Smoky Lake – Request for Funding. Motion to invite PCN to a Doctor Recruitment for clarification
- Approved the Smoky Lake Fire Department's 2020 Budget for Supplies and Training.
- Smoky Lake County and the Town will pay the Insurance for 2020 for the Pumpkin Patch Daycare

Sincerely,

Craig Lukinuk,
Smoky Lake County Reeve

Reeve's Report
385-20: Orichowski

That the Smoky Lake County Reeve's Report received for the period of December 1, 2019 to January 16, 2020, be accepted and filed for information.

Carried.

Year-2020 Conference and Training Participation

386-20: Halisky That Smoky Lake County Council defer the Executive Session Personnel Issue: Year-2020 Conference and Training Participation, under the authority of the FOIP Act, Section 27: Privileged Information, to the County Council Budget Meeting scheduled for February 10, 2020.

Carried.

Training Events – Reports

387-20: Cherniwchan That Smoky Lake County Council acknowledge receipt of the Reports produced in accordance with Management Policy Statement No. 01-M-41: Reporting on Training Events, received from:

Environmental Operations:

- RUSA 2019 Health, Safety & Utility Conference & Trade Show, held in Red Deer, attended by Terry Bodnar, Water and Wastewater Technician.

Agricultural Service Board:

- Alberta Canola Workshop, held in Vegreville, attended by Tori Ponich, Agricultural Fieldman, and Amanda Kihn, Assistant Agricultural Fieldman;
- AAAF In Service Training – Pesticide Applying Credits and Certified Crop Advisor Credits, attended by Tori Ponich, Agricultural Fieldman, and Amanda Kihn, Assistant Agricultural Fieldman;

Safety Officer:

- RUSA 2019 Health, Safety & Utility Conference & Trade Show, held in Red Deer, attended by Trevor Tychkowsky;

Public Works:

- RUSA 2019 Health, Safety & Utility Conference & Trade Show, held in Red Deer, attended by Dave Kully, Public Works Shop Foreman;

GIS:

- GEO Alberta 2019 Conference, held in Red Deer, attended by Carole Dowhaniuk, GIS Technician.
- MuniSight Workshop, held in County Council Chambers, attended by Carole Dowhaniuk, GIS Technician

Human Resources:

- Serenic – Payroll Year-End Processing Part 1 & 2 Workshop, virtually attended by Mary Lou Doshewnek, Payroll Clerk.

Carried.

5. Issues for Information:

Committee Task Forces and Boards: Reports

Alberta CARE (Alberta Coordinated Action for Recycling Enterprises)

- No Report.

Corridor Communications Inc. (CCI) Wireless

- No Report.

Doctor Recruitment and Retention

- Address in the Reeve's Report.

Doctor Retention and Recruitment Year-2020 Budget

388-20: Cherniwchan That Smoky Lake County approve the Year-2020 Doctor Retention and Recruitment Budget for the Doctor Retention and Recruitment Committee – Smoky Lake Region, based on the following cost-sharing percentage Funding Formula:

2020 Doctor RETENTION:		
Municipality	Percentage	Total
Smoky Lake County	61%	\$ 14,640.00
Town of Smoky Lake	26%	\$ 6,240.00
Village of Vilna	7%	\$ 1,680.00
Village of Waskatenau	6%	\$ 1,440.00
	TOTAL	\$ 24,000.00
2020 Doctor RECRUITMENT:		
Municipality	Percentage	Total
Smoky Lake County	61%	\$ 61,000.00
Town of Smoky Lake	26%	\$ 26,000.00
Village of Vilna	7%	\$ 7,000.00
Village of Waskatenau	6%	\$ 6,000.00
	TOTAL	\$ 100,000.00
Doctor Retention and Recruitment Committee Proposed 2020 Budget:		
	SMOKY LAKE COUNTY	\$ 75,640.00
	TOWN OF SMOKY LAKE	\$ 32,240.00
	VILLAGE OF VILNA	\$ 8,680.00
	VILLAGE OF WASKATENAU	\$ 7,440.00
	2020 BUDGET TOTAL	\$ 124,000.00

and, approve to allocate Smoky Lake County’s 61% portion of the Year-2020 Doctor Retention and Recruitment Budget in the total amount of **\$75,640.00** towards Retention funds in the amount of \$14,640.00 and Recruitment funds in the amount of \$61,000.00, as per recommendations received from the Doctor Retention and Recruitment Committee meeting held on December 18, 2019.

Carried.

Rural Health Professional Action Plan: 2020 Rhapsody Awards.

389-20: Orichowski That Smoky Lake County write a letter of support to the Rural Health Professional Action Plan (RhPAP) Selection Committee in regards to the 2020 Rhapsody Awards and forward it to the Town of Smoky Lake, Managing Partner of the Doctor Retention and Recruitment Committee to submit nomination of the Raubenheimer Medical Clinic – Doctor Anton Raubenheimer and Doctor Stephen Raubenheimer for the “2020 Rhapsody Physician Award” in celebrating rural Alberta health excellence to recognize the individuals, teams, and communities that make significant civic and health-care contributions within rural Alberta by February 28, 2020; as per Doctor Retention and Recruitment Committee Meeting held on December 18, 2019.

Carried.

Lakeland Primary Care Network (PCN): Needs Assessment Questionnaire

390-20: Halisky That Smoky Lake County support the concept of a “Needs Assessment Questionnaire” to engage the community in providing public input on which health care services should be offered at the Lakeland Primary Care Network (PCN) – Patient’s Medical Home located at 151 White Earth Street, Smoky Lake; and, approve to distribute the said questionnaire to County residents, in a timely manner, upon receipt from the Managing Partner of the Doctor Retention and Recruitment Committee: Town of Smoky Lake; as per the August 27, 2019 Doctor Retention & Recruitment Committee Meeting Motion #47-19.

Carried.

RhPAP's Rural Community Building Webinar Series

391-20: Orichowski That Smoky Lake County acknowledge receipt of the Doctor Retention and Recruitment Committee Meeting of December 18, 2019 correspondence in respect to the RhPAP's Rural Community Building Webinar Series of sessions titled:

1. Introduction to Community Building,
 2. The Increasing Relevance & Importance of Being Community-Driven,
 3. Tools for Enhancing Leadership,
 4. Outcome-Focused Leadership,
 5. Measuring Impact: Evaluation Basics, and
 6. Essentials for Engaging and Empowering Citizens and Volunteers,
- which is available to elected officials and volunteers at a cost of \$300.00 per session including certification and a rebate of \$300.00 for Attraction and Retention Committee members and \$200.00 for each key stakeholder who completes the all series in the program; and, promote the said Webinar Series on the County's website and social media for public awareness.

Carried.

Evergreen Regional Waste Management Services Commission

- Next meeting is scheduled for February 6, 2020.

Family Community Support Services Committee

392-20: Halisky That Smoky Lake County acknowledge receipt of the Family School Liaison Report and correspondence, from Shannon Smith, Director of Student Services, Aspen View Public Schools, dated December 16, 2019 in regard to Jacob Fox, Family School Liaison Worker being a valued member of the staff at the three schools he serves: H. A. Kostash, Holy Family and Vilna; and, the attached Family School Liaison Program Case Report & Review statistics and summary for Year-2019.

Carried.

Fire and Rescue Liaison Committee

- Smoky Lake
 - No Report.
- Vilna
 - Vilna and District Volunteer Firefighters' Dine and Dance is scheduled for February 8, 2020 at the Vilna Cultural Centre.
- Waskatenau
 - No Report.

Government Liaison Committee

- Addressed in the Reeve's Report.

Federation of Canadian Municipalities (FCM)

393-20: Gawalko That Smoky Lake County acknowledge receipt of the Federation of Canadian Municipalities (FCM) document titled: Building Better Lives in Canada's Rural Communities - Highlights from FCM's 2019 federal election platform.

Carried.

Rural Municipalities of Alberta (RMA) 2020 Spring Convention & Tradeshow

394-20: Cherniwchan That Smoky Lake County Council and relevant administration who can attend – attend the Rural Municipalities of Alberta (RMA) - 2020 Spring Convention & Tradeshow scheduled for March 16 to 18, 2020 in Edmonton, Alberta.

Carried.

Highway 28/63 Regional Water Services Commission

- Next meeting is scheduled for February 10, 2020.

Highway 28/63 Regional Water Services Commission

395-20: Gawalko

That Smoky Lake County accepts to continue for Year-2020, as managing entity of the Highway 28/63 Regional Water Services Commission and acknowledge Mr. Cory Ollikka has been re-appointed as the Commission Manager for Year-2020, as per the letter received from Commission, dated December 5, 2019 in regard to same.

Carried.

Joint Health and Safety Committee

- Meeting held December 13, 2019, addressed in Councillor Halisky's written report.
- Meeting cancelled for January 17, 2020 due to extreme cold weather of -36 degrees Celsius.
- Included in this Agenda Package:
 - Minutes: October 18, 2019.
- Next meeting is scheduled for February 21, 2020, at 10:00 a.m.

Municipal Planning Commission

- Addressed in the Reeve's Report.

Northeast Alberta Information HUB

- Addressed in Councillor Halisky's Report.
- Next meeting is scheduled for March 23, 2020.

North East Muni-Corr. Ltd.

- Addressed in the Reeve's Report.
- Included in the Agenda Package:
 - Chequing Account/Controller's Report: September 30, 2019.
 - Chequing Account/Controller's Report: October 31, 2019.
 - Chequing Account/Controller's Report: November 30, 2019.
 - Chequing Account/Controller's Report: December 31, 2019.
- Next Meeting is scheduled for February 10, 2020.

Northern Lights Library Board

- Addressed in the Reeve's Report.

Policy Committee

- Next meeting is scheduled for February 12, 2020.

R.C.M.P. Liaison Committee

- No Report.

"K" Division, Royal Canadian Mounted Police

396-20: Halisky

That Smoky Lake County acknowledge receipt of the letter from C.M. Zablocki, M.O.M, Deputy commissioner, Commanding Officer "K" Division, Royal Canadian Mounted Police, dated December 17, 2019, acknowledging the topic discussed at the meeting held with Smoky Lake County during the Fall Rural Municipalities of Alberta (RMA) Convention in Edmonton in November 2019.

Carried.

Regional Community Development Committee (RCDC)

- Addressed in the Reeve’s Report.
- Next Meeting is scheduled for January 28, 2020.

2020 Economic Development Budget

397-20: Halisky

That Smoky Lake County, as a municipality in partnership of the Regional Community Development Committee (RCDC) with the Town of Smoky Lake, Village of Waskatenau and the Village of Vilna, approve and adopt the 2020 Economic Development Budget in the amount of \$108,160.00, as outlined:

REVENUE		2020
Funding from municipalities		\$108,160
TOTAL REVENUE		\$108,160
EXPENSES		
<u>Economic Development</u>		
Community Economic Development Officer		\$63,560
Admin Support (Contract secretarial)		\$24,000
IT Support		\$2,500
Mileage/Meals/Lodging		\$7,500
Training/Assn Fees		\$1,200
Cell Phone		\$1,200
Advertising		\$7,200
Computer Program/Supplies		\$500
Office Supplies		\$500
TOTAL ECONOMIC DEVELOPMENT ADMINISTRATION		\$108,160
<u>Projects</u>		
Execute Projects within existing budget.		
TOTAL EXPENSES		\$108,160
Negotiated Percentage Formula Requirement Per Municipality for 2020		
		Amount
County	65%	70,304
Smoky Lake	25%	27,040
Waskatenau	5%	5,408
Vilna	5%	5,408

Carried.

2019 Economic Development

398-20: Halisky

That Smoky Lake County the Regional Community Development Committee (RCDC), as a municipality in partnership of the Regional Community Development Committee (RCDC) with the Town of Smoky Lake, Village of Waskatenau and the Village of Vilna approve for the Managing Partner, Smoky Lake County to invoice for the 2019 Economic Development to each respective municipalities based on Year 2019 actual costs.

Carried.

Village of Waskatenau: RCDC Partnering Municipality

399-20: Halisky

That Smoky Lake County, as the Managing Partner of the Regional Community Development Committee (RCDC) acknowledge receipt of the letter received from Bernice Macyk, Chief Administrative Officer, Village of Waskatenau, dated December 12, 2019 indicating that on December 12, 2019, Village Council passed Motion #243-2019 approving Funding Model “New Percentage” and will participate as a municipal partner for one-year term; and effective January 1, 2021, Village of Waskatenau will opt out and withdraw as municipal partner from the Joint Agreement with the Regional Community Development Committee (RCDC); as presented to the RCDC Committee on December 17, 2019 – Motion 69-19.

Carried.

RCDC Percentage Funding Formula

400-20: Halisky That Smoky Lake County, as the Managing Partner of the Regional Community Development Committee acknowledge the action of the Regional Community Development Committee Meeting held on December 17, 2019 - Motion # 73-19 of the new Percentage Funding Formula as negotiated collectively by each respective partnering municipality for the Economic Development Budget as outlined:

SMOKY LAKE COUNTY: 65%
TOWN OF SMOKY LAKE:25%
VILLAGE OF WASKATENAU 5%
VILLAGE OF VILNA 5%

and proceed to establish a new Bylaw for the Regional Community Development Committee (RCDC) – Joint Agreement.

Carried.

Regional Emergency Management Advisory Committee

- No Report.

Risk-Pro Control Management Committee

Added Named Insured: Minutes: None.

- Waskatenau Pryveet Dance Club
 - a. Minutes: January 7, 2020.

Smoky Lake Community Daycare Co-operative Committee

- Addressed in the Reeve's Report.
- Included in the Agenda Package:
 - Minutes: December 2, 2019.

Smoky Lake Foundation

- Meeting held December 18, 2019 and January 22, 2020.
- Welcomed the NEW Chief Administrative Officer: Loni Leslie.
- Audit is scheduled for February 18-19, 2020.
- Next meeting is scheduled for February 13, 2020.

Smoky Lake Region Fire and Rescue Committee

- Next Meeting is scheduled for January 29, 2020.

Smoky Lake Heritage Board

- Addressed in the Planning and Development Manager's report.

Joint Municipalities Meeting

- Next Meeting is scheduled for January 27, 2020.
- Joint Municipalities will be Celebrating 35 years in April - 2020.

Smoky Lake Agricultural Society

- Addressed in Councillor Halisky's written report.
- Dualling Pianos Event scheduled for February 15, 2020.
- Included in the Agenda Package:
 - Financial Statements: Year ended September 30, 2019.

Intermunicipal Development

- Addressed in the Reeve's Report.

Intermunicipal Collaboration Framework (ICF) with County of Two Hills No. 21

401-20: Gawalko That Smoky Lake County acknowledge receipt of the letter from Omer Moghrabi, Mayor, Lac La Biche County, dated January 9, 2020, in regard to the Intermunicipal Collaboration Framework (ICF) completion between Smoky Lake County and Lac La Biche County.

Carried.

Citizens-on-Patrol (C.O.P.) Association

- Meeting held on January 16 and 22, 2020.

Committee Task Force and Board Reports

402-20: Cherniwchan That Smoky Lake County's Committee Task Force and Board Reports presented by Councillors as of January 23, 2020, be accepted for information.

Carried.

6. Correspondence:

RMA (Rural Municipalities of Alberta)

403-20: Orichowski That the following correspondence received from the RMA (Rural Municipalities of Alberta), be filed for information:

- a. Contact Newsletter: December 6, 2019.
- b. Contact Newsletter: December 20, 2019.
- c. President's Update: December 2019.
- d. Minutes: September 29, 2019.
- e. Financial Statement: December 31, 2019.

Carried.

Minister of Municipal Affairs – MSI Funding

404-20: Halisky That Smoky Lake County acknowledge receipt of the letter from Kaycee Madu, Minister of Municipal Affairs, dated December 4, 2019 in regard to the additional Year-2019 Municipal Sustainability Initiative (MSI) capital funding to Smoky Lake County in the amount of \$87,617.00 plus \$52,652.00 under the Basic Municipal Transportation Grant (BMTG) component.

Carried.

Alberta Transportation

405-20: Cherniwchan That Smoky Lake County acknowledge receipt of the BF-79279 Culvert Replacement Project bridge funding, to be transferred to Smoky Lake County in the amount of \$27,608.76 as per the letter received from Michael Botros, P. Eng., Regional Director, North Central Region, Alberta Transportation, dated December 4, 2019.

Carried.

Lac La Biche County

406-20: Orichowski That Smoky Lake County acknowledge receipt of the letter from Omer Moghrabi, Mayor, Lac La Biche County, dated December 4, 2019, in regard to the collision of a School Bus carrying H.A. Kostash School Students, with a picker-truck at the intersection of Highway 28 and Range Road 175, which occurred on December 2, 2019, causing several severe injuries to the those involved.

Carried.

Town of Smoky Lake

407-20: Orichowski That Smoky Lake County acknowledge receipt of the Town of Smoky Lake's 2019-2020 Council Committees List, as per their Organizational meeting held in October 2019.

Carried.

Aspen View Public Schools

408-20: Gawalko That the newsletter received by Smoky Lake County Aspen View Public Schools titled: Board Highlights from their regular meeting held on December 12, 2019, be filed for information.

Carried

Metis Nation of Alberta

409-20: Halisky That Smoky Lake County accept the letter from Audrey Poitras, President, and Dan Cardinal, Vice President, Metis Nation of Alberta, dated December 20, 2019 in regard to the Municipal Community Generation Challenge (MCGC), as an expression of support towards MCGC Grant Application for the Metis Crossing Solar Project.
Carried.

Minister of Culture, Multiculturalism and Status of Women

410-20: Orichowski That Smoky Lake County acknowledge receipt of the letter from Leela Sharon Aheer, Minister of Culture, Multiculturalism and Status of Women, dated December 16, 2019, in regard to Smoky Lake County being approved for a \$430.00 publication grant from the Heritage Preservation Partnership Program towards the Victoria Home Guard Historical Society Pamphlet.
Carried.

Historic Resources Management, Alberta Culture, Multiculturalism and Status of Women

411-20: Cherniwchan That Smoky Lake County acknowledge receipt of the letter from Matthew Wangler, Executive Director, Historic Resources Management, Alberta Culture, Multiculturalism and Status of Women, dated December 19, in regard to the terms and conditions of the approved \$430.00 publication grant from the Heritage Preservation Partnership Program towards the Victoria Home Guard Historical Society Pamphlet; and further agree to abide by terms and conditions.
Carried.

Canadian Experiences Fund Program

412-20: Gawalko That Smoky Lake County acknowledge receipt of the email from Canadian Experiences Fund (CEF) Program, dated December 31, 2019, denying funding to Smoky Lake County in response to the County's grant application seeking funding for the creation of an Economic Development Strategy for the Victoria District.
Carried.

Metis Crossing Solar Project

413-20: Halisky That Smoky Lake County acknowledge receipt of the document from Metis Nation of Alberta titled: Metis Crossing Solar Project – December 2019.
Carried.

NightWind's Summer Sizzler Endurance Race

414-20: Orichowski That Smoky Lake County approve to sponsor in the amount of \$200.00 to the 3rd Annual NightWind's Summer Sizzler Endurance Race to be held in the month of July 2020 near Bellis Alberta, in response to the letter received from Natasha Dombrosky, Sponsorship Coordinator, Endurance Riders of Alberta, dated July 2019 requesting a Year-2020 sponsorship, further to Council's August 29, 2019 Motion #1099-19.
Carried.

Annual Randy Russ Memorial Barrel Race

415-20: Cherniwchan That Smoky Lake County donate in the amount of \$500.00 as a Silver Sponsorship to the 5th Annual Randy Russ Memorial Barrel Race scheduled for August 2-3, 2020, to support the expanded program which includes the "raising awareness of equine assisted therapy for special needs people" in response to the email received from Anne-Marie Russ, dated January 20, 2020.
Carried.

Canadian Heritage River System (CHRS) – Nomination of North Saskatchewan River

416-20: Orichowski That Smoky Lake County Council acknowledge the letter sent from Reeve Craig Lukinuk, dated October 30, 2019, to the North Saskatchewan Watershed Alliance (Alberta), in support of the Inter-Provincial nomination of the North Saskatchewan River for the Canadian Heritage River System (CHRS) designation; and acknowledge receipt of the carbon copied letters of support regarding same, from: Darlene Puckey, Mayor, Town of Marshall, dated December 18, 2019, William Choy, Mayor, Town of Stony Plain, dated December 23, 2019, Stuart Houston, Mayor, City of Spruce Grove, dated December 19, 2019, Audrey Poitras, President, Dan Cardinal, Vice President, Metis Nation of, dated December 20, 2019, as well as the email of support received from Brian Joubert, Senior Parks Planner, Alberta Environment and Parks, dated December 10, 2019.

Carried.

North Saskatchewan Watershed Alliance

417-20: Gawalko That Smoky Lake County acknowledge receipt of the letter from Leah Kongsrude, Executive Director, North Saskatchewan Watershed Alliance (NSWA), with the enclosed NSWA 20th Anniversary calendar.

Carried.

Minister of Culture, Multiculturalism and Status of Women

418-20: Halisky That Smoky Lake County acknowledge receipt of the letter from Leela Sharon Aheer, Minister of Culture, Multiculturalism and Status of Women, dated December 16, 2019, in regard to the Smoky Lake County Heritage Board being awarded \$870.00 in grant funding towards the conservation of the Historic Bellis Firehall building.

Carried.

Vilna Senior Citizens Recreational Society

419-20: Gawalko That Smoky Lake County donate funds in the amount of \$1,456.42 to the Vilna Senior Citizens Recreational Society as reimbursement of the insurance premiums for the 2003 Ford E450 Van, in accordance with the July 31, 2014, County Council Motion #696-14.

Carried.

Alberta Capital Finance Authority

420-20: Cherniwchan That Smoky Lake County acknowledge receipt of the letter from Bernadiene Hsie, Vice President, Senior Financial Officer, Alberta Capital Finance Authority, dated December 13, 2019, in regard to the cancellation of Alberta Capital Finance Authority Shares and Issuance of Value resulting in a \$120.00 payment to Smoky Lake County.

Carried.

Victoria Home Guard Historical Society

421-20: Gawalko That Smoky Lake County acknowledge receipt of the letter from Sharon Phillips, Newsletter Editor, Victoria Home Guard Historical Society, dated December 4, 2019, in regard to the commendable work of County staff members.

Carried.

Kinette Club of Smoky Lake

422-20: Halisky That Smoky Lake County Proclaim February 16-22, 2020 as Kin Canada week, and host a flag raising ceremony in honour of Kin Canada's 100th Anniversary on February 20, 2020 at 12:00 noon, in response to the letter received from Ashley Losier, President, The Kinette Club of Smoky Lake, dated January 8, 2020;

WHEREAS Kin Canada has been a vibrant, responsible, all Canadian association of service clubs devoted to the concept of serving its communities throughout Canada since its founding in Hamilton, Ontario, on February 20, 1920; and

WHEREAS Kin Canada has been dedicated to meeting the needs of our community and has diligently sought the development and completion of timely, relevant programs to meet the needs and challenges of our ever-evolving society; and

WHEREAS Kin Canada is celebrating its 100th anniversary on February 20, 2020; and

WHEREAS each citizen would welcome the opportunity to pause and reflect with pride on the rich heritage of accomplishment throughout the 100 years Kinsmen, Kinette and Kin clubs have been in existence in Canada;

NOW THEREFORE BE IT RESOLVED THAT the Council of Smoky Lake County hereby proclaims February 16 to 22, 2020 as "Kin Canada Week" in Smoky Lake County.

Carried.

Ukrainian Canadian Congress

423-20: Cherniwchan That the e-bulletin received by Smoky Lake County from the Ukrainian Canadian Congress, dated January 10, 2020, be filed for information.

Carried.

Alberta Municipal Affairs

424-20: Halisky That Smoky Lake County acknowledge receipt of the letter from Kaycee Madu, Alberta Municipal Affairs, dated January 2, 2020, in regard to the Assessment Model Review and Municipal Affairs completing the annual updated to the Alberta Minister's Guidelines for Taxation in 2020.

Carried.

Thank You: Summary Listing

425020: Orichowski That Smoky Lake County acknowledge receipt of the "Thank You" card from Smoky Lake Atom Stars received in the month of January 2020 for sponsoring their hockey tournament.

Carried.

Information Releases

426-20: Cherniwchan That the Smoky Lake County "Information Released" calendar for December 2019 and January 2020, be filed for information.

Carried.

10. Bills & Accounts:

427-20: 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: Jan. 23, 2020

Batch #	Cheque Numbers	Total of Batch
47995	48673 to 48697	\$138,516.75
48020	48698 to 48711	\$40,015.70
48067	48712 to 48728	\$41,393.87
48110	48729 to 48775	\$685,692.05
48153	48776 to 48794	\$152,463.89
48195	48795 to 48832	\$261,826.48
48210	48833 to 48834	\$53,075.44
48320	48835 to 48860	\$103,251.22
48388	48861 to 48901	\$173,653.82

**Total Cheques from 48673 to
48901**

\$1,649,889.22

Direct Debit Register

Batch #	Description	Total of Batch
48150	My HAS	\$293.74
48042	Smoky Lake County	\$367,469.37

Total Direct Debits

\$367,763.11

Grand Total Bills and Accounts

\$2,017,652.33

(Note: From General Account)

Carried.

County Council Meeting)

428-20: Halisky

That the next Smoky Lake County Council Meetings be scheduled for Thursday, **February 20, 2020 at 9:00 a.m., and Thursday, March 26, 2020 at 9:00 a.m.**, to be held in the County Council Chambers.

Carried.

MCSnet Letter of support

429-20: Cherniwchan

That Smoky Lake County provide a letter of support to MSCnet for their application to the CTC Broadband Fund in hopes of upgrading their existing network; in response to the email received from Shayla MacKay Administrative Coordinator, MSCnet, dated January 23, 2020.

Carried.

ADJOURNMENT:

450-20: Lukinuk

That the Smoky Lake County Council Meeting of January 23, 2020, be adjourned, time 4:43 p.m..

Carried.

REEVE

S E A L

CHIEF ADMINISTRATIVE OFFICER