



**SMOKY LAKE COUNTY AND TOWN OF SMOKY LAKE  
 JOINT COUNCIL MEETING**



Minutes of the **Smoky Lake County** and **Town of Smoky Lake** Joint Council Meeting held on Friday, **May 29, 2020** at 10:13 a.m. held virtually online through Electronic Communication Technology: Zoom Meeting.

The meeting was called to Order by the Smoky Lake County Reeve Craig Lukinuk in the presence of the following persons:

<u>Division</u>	<u>Name</u>	<u>ATTENDANCE</u> <u>Friday, May 29, 2020</u>
1	Dan Gawalko	Virtually Present
2	Johnny Cherniwchan	Virtually Present
3	Craig Lukinuk	Virtually Present
4	Lorne Halisky	Virtually Present
5	Randy Orichowski	Virtually Present
C.A.O.	Cory Ollikka	Virtually Present
Assistant C.A.O.	Lydia Cielin	Virtually Present
Finance Manager	Brenda Adamson	Virtually Present
Recording Secretary	Patti Priest	Virtually Present
P&D Manager	Jordan Ruegg	Virtually Present
P&D Assist. Manager	Kyle Schole	Virtually Present
CEDO	Michelle Wright	Virtually Present
Town of Smoky Lake	Hank Holowaychuk – Mayor	Virtually Present
Town of Smoky Lake	Melody Morton – Councillor	Absent
Town of Smoky Lake	Dan Kotylak – Councillor	Virtually Present
Town of Smoky Lake	Ross Whitelaw – Deputy Mayor	Virtually Present
Town of Smoky Lake	Terry Makowichuk – Councillor	Virtually Present
Town of Smoky Lake	Adam Kozakiewicz - C.A.O.	Virtually Present
Town of Smoky Lake	Crystal Letwin – Fin.Leg.Srv.	Absent
Vision XS Ltd.	Tony Sefton	Virtually Present

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**2. AGENDA:**

J180-20: Orichowski That the **Smoky Lake County** and **Town of Smoky Lake** Joint Council Meeting Agenda for Friday, May 29, 2020 be adopted, as presented.

**Town of Smoky Lake:** motion moved by Whitelaw.

Carried Unanimously.

**3. MINUTES:**

**Minutes – May 6, 2020**  
 J181-20: Cherniwchan

That the **Smoky Lake County** and **Town of Smoky Lake** Joint Council Meeting Minutes of **May 6, 2020** be adopted, as presented.

**Town of Smoky Lake:** motion moved by Kotylak.

Carried.

**Action List – May 6, 2020**

J182-20: Halisky

That the **Smoky Lake County** and **Town of Smoky Lake** Joint Council Meeting Action List from **May 6, 2020** be adopted, as presented.

**Town of Smoky Lake:** motion moved by Whitelaw.

Carried.

**4. ISSUES FOR DISCUSSION:**

**Victoria District Economic Development Plan Strategy**

J183-20: Halisky

That the **Smoky Lake County** and **Town of Smoky Lake** Joint Councils accept the March 2020 slide-deck presentation titled: Smoky Lake Region Tourism Economic Development Strategy, as prepared by Vision the Experience Specialists (VISION XS), for information and incorporate relevant portions of same into a proposed bylaw in regard to the Victoria District Economic Development Plan Strategy, for consideration in accordance with each respective municipalities Public Participation Policies.

**Town of Smoky Lake:** motion moved by Holowaychuk.

Carried.

**Victoria District Economic Development Plan Strategy - Bylaws**

J184-20: Halisky

That the **Smoky Lake County** and **Town of Smoky Lake** Joint Councils give **First Reading** to the proposed Victoria District Economic Development Strategy Bylaws: County's Bylaw No. 1372-20 and Town's Bylaw No. 006-2020.

**Town of Smoky Lake:** motion moved by Makowichuk.

Carried.

**Victoria District Economic Development Plan Strategy - Joint Public Hearing**

J185-20: Gawalko

That the **Smoky Lake County** and **Town of Smoky Lake** Joint Councils proceed with public engagement for the proposed Victoria District Economic Development Strategy Bylaws: County's Bylaw No. 1372-20 and Town's Bylaw No. 006-2020, and schedule a **Joint Public Hearing** to be held Friday, June 26, 2020 at 10:15 a.m., in accordance with each respective municipalities Public Participation Policies: County's Policy Statement No. 01-51-01 and Town's Policy Statement No. A18, as well as, in accordance with the Alberta Order-in-Council O.C. 99/2020: Meeting Procedures (COVID-19 Suppression) Regulation.

**Town of Smoky Lake:** motion moved by Kotylak.

Carried.

**Victoria District Economic Development Plan Strategy**

J186-20: Halisky

That the **Smoky Lake County** and **Town of Smoky Lake** Joint Councils accept the proposed Victoria District Economic Development Strategy Pre-Financing Budget as follows and agree for the municipal funding contribution to be a 50/50 County/Town split:

**Smoky Lake Economic Development Strategy - Pre-Financing Budget**

Updated May 27, 2020

<u>Lawyer due diligence and Memorandum of Understanding Advice</u>	\$30,000.00	}	PHASE 1
- Brownlee LLP to conduct due diligence on potential investor & Vision XS Ltd. - Brownlee LLP to provide advice and revision of proposed MOU			
<u>Preparation of Public Consultation/Engagement Documents</u>	\$1,000.00	}	PHASE 1
- Preparation of materials for mail-out/website/newsprint - Preparation of infographics			
<u>Public Consultation</u>	\$5,000.00	}	PHASE 2
- Various forms of public consultation/engagement are planned - Several audiences/stakeholder groups have been identified - Several levels of engagement (per Smoky Lake County policy) - Methods to include: o Tele-town halls o Surveys o One-on-one meetings o Polling o Advertising (web/print/Facebook/etc.)			
<u>Analysis of Public Consultation</u>	\$1,000.00		
- Review of comments provided by audiences/stakeholders - Additional follow-up consultation & advertising			
<u>Preliminary Infrastructure Review</u>	\$40,000.00		
- Conduct studies to determine the level of infrastructure required - Preparation of high-level cost estimates - Determine infrastructure phasing			
<u>Creation of legal documents for setting up dev. Corp./Biz License Bylaw</u>	\$90,000.00	}	PHASE 3
- Legal fees for documents to set up the SLTC - Legal fees for the development of a business license bylaw			
<u>Pre-Financing Operations</u>	\$80,000.00	}	PHASE 3
- Hiring of a consultant to: o Appoint temporary business development manager (fulltime) o Appoint office manager to support Strategy o Advertise/headhunt for key roles (i.e. biz dev manager) o Draft capex plan			
<b>Legal Fees Total</b>	<b>\$120,000.00</b>		
<b>Public Consultation Total</b>	<b>\$ 7,000.00</b>		
<b>Infrastructure Review Total</b>	<b>\$ 40,000.00</b>		
<b>Pre-Financing Ops Total</b>	<b>\$ 80,000.00</b>		
<b>TOTAL PRE-FINANCING BUDGET</b>	<b>\$247,000.00</b>		

**Town of Smoky Lake:** motion moved by Holowaychuk.

Carried.

**Victoria District Economic Development Plan Strategy – Appointment Solicitors**

J187-20: Halisky

That the **Smoky Lake County** and **Town of Smoky Lake** Joint Councils agree and jointly approve to appoint **Brownlee LLP Barristers and Solicitors** as the municipal solicitors for all legal advice and/or issues associated with the Victoria District Economic Development Plan Strategy Project.

**Town of Smoky Lake:** motion moved by Holowaychuk.

Carried.

**Victoria District Economic Development Plan Strategy – Appointment Engineers**

J188-20: Orichowski

That the **Smoky Lake County** and **Town of Smoky Lake** Joint Councils agree and jointly approve to appoint **Associated Engineering Alberta Ltd.** as the municipal engineers for the Victoria District Economic Development Plan Strategy Project.

**Town of Smoky Lake:** motion moved by Whitelaw.

Carried.

Randy Orichowski, Deputy Reeve, Smoky Lake County, virtually left the meeting, time 12:40 p.m.

Cory Ollikka, Chief Administrative Officer, Smoky Lake County, virtually left the meeting, time 12:49 p.m.

**5. OTHER BUSINESS:**

**Town of Smoky Lake CRTC Funding Application for the Fiber to Doorstep Project**

SLC189-20: Cherniwchan

That **Smoky Lake County** contribute in the amount of \$1,000.00 to the Town of Smoky Lake, further to the May 28, 2020 Smoky Lake County Council Motion #815-20: That Smoky Lake County provide a letter of support to the Town of Smoky Lake in regard to their application for the Canadian Radio-television and Telecommunications Commission (CRTC) Broadband Fund towards the Town's fiber to doorstep project, in response to the letter received from Adam Kozakiewicz, Chief Administrative Officer, Town of Smoky Lake, dated May 12, 2020.

Carried.

Cory Ollikka, Chief Administrative Officer, Smoky Lake County, virtually re-joined the meeting, time 12:59 p.m.

**7. DELEGATION:**

Nil.

**8. EXECUTIVE SESSION:**

Nil.

Randy Orichowski, Deputy Reeve, Smoky Lake County, virtually re-joined the meeting, time 1:07 p.m.

## 6. CORRESPONDENCE:

### **New H. A. Kostash School Project – Stakeholder Investment**

J190-20: Halisky

That the **Smoky Lake County** and **Town of Smoky Lake** Joint Councils acknowledge receipt of the email received from David Ponich, Executive Director, Capital Management - North Zone, dated May 26, 2020, in regard to the needs for community engagement in respect to municipal funding towards the New H. A. Kostash School Project in the approximate amount \$600,000.00 towards a Community Daycare, Community Library and possibly the old gym; and, the members appointed to the H. A. Kostash School Replacement Project Design Team (Town CAO and County CAO) thank Mr. Ponich for his interest and dedication to the community and provide him with as much information as possible once Aspen View Public Schools has made an official Press Release.

**Town of Smoky Lake:** motion moved by Holowaychuk.

Carried.

### **New H. A. Kostash School Project – Thank You to Gov**

J191-20: Cherniwchan

That the **Smoky Lake County** and **Town of Smoky Lake** Joint Councils provide a joint letter of thanks signed by the Reeve and Mayor, to our local Member of Parliament, Member of the Legislative Assembly, Alberta Infrastructure Minister, and Alberta Education Minister, for their support in bringing the H. A. Kostash School replacement project to fruition and provide a carbon copy Aspen View Public Schools Superintendent Neil O'Shea.

**Town of Smoky Lake:** motion moved by Holowaychuk.

Carried.

### **New H. A. Kostash School Project – Public Consultation**

J192-20: Halisky

That the **Smoky Lake County** and **Town of Smoky Lake** Joint Councils agree for the Town of Smoky Lake to host a Joint Town/County Public Consultation meeting through the County's Zoom Meeting platform scheduled for June 23, 2020 from 5:00 p.m. to 8:00 p.m..

**Town of Smoky Lake:** motion moved by Kotylak.

Carried.

## 9. NEXT MEETING:

The next **Smoky Lake County** and **Town of Smoky Lake** Joint Council meeting will be scheduled at the call of the Chairperson.

## ADJOURNMENT

J193-20: Lukinuk

That the Smoky Lake County and Town of Smoky Lake Joint Council meeting of May 29, 2020 be adjourned, time 1:35 p.m.