

SMOKY LAKE COUNTY

Minutes of the **County Council Meeting** held on Thursday, **December 10, 2020** at 9:05 A.M. held virtually online through Electronic Communication Technology: Zoom Meeting and physically in Council Chambers.

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

ATTENDANCE		
<u>Div. No.</u>	<u>Councillor(s)</u>	<u>Thursday, Dec. 10, 2020</u>
1	Dan Gawalko	Present in Chambers
2	Johnny Cherniwchan	Present in Chambers
3	Craig Lukinuk	Present in Chambers
4	Lorne Halisky	Present in Chambers
5	Randy Orichowski	Present in Chambers
CAO	Gene Sobolewski	Present in Chambers
Assistant CAO	Lydia Cielin	Present in Chambers
Finance Manager	Brenda Adamson	Present in Chambers
Legislative Svcs/R.S.	Patti Priest	Virtually Present

Observers in Attendance Upon Call to Order:

Public Works Mgr.	Doug Ponich	Virtually Present
Plan/Dev Manager	Jordan Ruegg	Virtually Present
Plan/Dev Manager	Kyle Schole	Virtually Present
Communications Tech.	Evonne Zukiwski	Virtually Present
Regional Ec. Dev. Officer	Michelle Wright	Virtually Present
Natural Gas Manager	Daniel Moric	Virtually Present
GIS	Carole Dowhaniuk	Virtually Present
Media	Smoky Lake Signal	Virtually Present
Media	Redwater Review	Absent
Public		None

2. Agenda:

204-20: Orichowski That the Smoky Lake County Council Meeting Agenda for Thursday, December 10, 2020, be adopted, as amended:

Addition to the Agenda:

1. Delegation: Mike Pelech, Westload Transport Ltd., Request for Reduction on Property Taxes.

Carried Unanimously.

3. Minutes:

Minutes of October 8, 2020 – County Council Committee of the Whole - Administration

205-20: Cherniwchan That the minutes of the **Smoky Lake County Council Committee of the Whole for the purpose of Administration Meeting** held on Thursday, October 8, 2020, be adopted as presented.

Carried.

Minutes of October 22, 2020 – County Council Meeting

206-20: Halisky That the minutes of the **Smoky Lake County Council Meeting** held on Thursday, October 22, 2020, be adopted as presented.

Carried.

Minutes of October 22, 2020 – County Council Organizational Meeting

207-20: Orichowski That the minutes of the **Smoky Lake County Council Organizational Meeting** held on Thursday, October 22, 2020, be adopted as presented.

Carried.

Minutes of October 29, 2020 – County Council Committee of the Whole - Planning

208-20: Gawalko

That the minutes of the **Smoky Lake County Council Committee of the Whole for the purpose of Planning Meeting** held on Thursday, October 29, 2020, be adopted as presented.

Carried.

4. Request for Decision:

Policy Statement No. 01-52-02: Municipal Accountability Program (MAP).


209-20: Halisky

That Smoky Lake County Policy Statement No. 01-52-02: Municipal Accountability Program (MAP), be amended:

Title: Municipal Accountability Program (MAP)		Policy No.: 52-02
Section: 01	Code: P-R	Page No.: 1 of 8 <i>E</i>

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:	
<p>1. STATEMENT:</p> <p>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.</p> <p>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.</p> <p>2. OBJECTIVES:</p> <p>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.</p> <p>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.</p> <p>3. GUIDELINES:</p> <p>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.</p> <div style="display: flex; align-items: center;">  <div style="border: 1px solid black; padding: 5px; background-color: #f0f0f0;"> <p style="margin: 0;">Municipal Accountability Program (MAP) Checklist: Categories</p> <p style="margin: 0;">PART ONE: BYLAWS</p> <p style="margin: 0;">PART TWO: GOVERNANCE</p> <p style="margin: 0;">PART THREE: FINANCIAL</p> <p style="margin: 0;">PART FOUR: TAXATION</p> <p style="margin: 0;">PART FIVE: PLANNING</p> <p style="margin: 0;">PART SIX: ELECTION</p> </div> </div>	

Title: Municipal Accountability Program (MAP)		Policy No.: 52-02
Section: 01	Code: P-R	Page No.: 2 of 8 <i>E</i>

Policy Statement and Guidelines:	
<p>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.</p> <p>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.</p> <p>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.</p> <p>4. PROCEDURES:</p> <p>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.</p> <p>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.</p> <p>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.</p>	

Section 01

Schedule "A"
MUNICIPAL ACCOUNTABILITY PROGRAM (MAP) CHECKLIST

Policy 52-02



Legislation Legend	
ALSA:	Alberta Land Stewardship Act
EMA:	Emergency Management Act
LEEA:	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: 2021 *		
1	Municipal Accountability Program (MAP)	MGA: 571 - Approved in 2018	Policy Statement No. 01-02	✓ online		
2	Borrowing Bylaw	MGA: 251-259 Regulation: 255/2000	Bylaw No. 1374-20 Resolution: 705-20 - April 30, 2020	✓ online		
3	Advertising / Notification		Bylaw No. 1316-18	✓ online		
4	Council Authority to Act	MGA: 180-181	Bylaw No. 1320-18: 4.1 to 4.4 / Bylaw No. 1303-17: 4.1 to 4.8 / Schedule C & D	✓ online		
5	Council Meeting Minutes	MGA: 172, 184, 185, 197, 208, 230	Bylaw No. 1303-17: 8.7 to 8.18	✓ online		
6	Bylaw Enforcement Bylaw	MGA: 555-556	Dylaw No. 1306-20 Oath: Policy 15-05 Appointment: February 20, 2020 - Motion 488-20	✓ online		
7	Code of Conduct Bylaw	MGA: 146.1 Regulation: 200/2017	Bylaw No. 1308-18 Resolution: 844-18 - August 30, 2018	✓ online		
8	CAO Bylaw and Appointment	MGA: 205	Bylaw: 1382-20 Resolution: 1139-20 - September 24, 2020 (New CAO)	✓ online		
9	Procedural Bylaw	MGA: 145(b)	Bylaw No. 1303-17	✓ online		
10	Designated Officers	MGA: 210, 284.2, 456.1, 627.1(3)	Assessor: Bylaw No.1235-11 / Appoint: February 16, 2017 - Motion 378-17 Also # 8 applies Bylaw No. 1377-20 Agricultural Fieldman	✓ online		
11	Meeting Quorum	MGA: 167	Bylaw 1303-17: 6.1 to 6.4	✓ online		
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"	✓ online		
14	Petitions		Municipal Affairs: Petition to Your Council - Guide	✓		
15	Voting	MGA: 182-185	Bylaw 1303-17: 6.5 to 6.22	✓ online		
16	Recording of Pecuniary Interest	MGA: 172	Bylaw No. 1320-18: 5.6 and Schedule "D"	✓ online		
17	Discretionary Bylaws	MGA: 7	See: Item #15, #19, #21	✓ online		
18	Utilities: Natural Gas	Discretionary	Bylaw No. 1303-18	✓ online		
19	Utilities: Water	Discretionary	Bylaw No. 1318-18	✓ online		
20	Emergency Advisory Committee	MGA: 642.1 & 692.4	Organizational Mtg: October 22, 2020 - Motion 18-20.	✓ online		
21	Animal Control	Discretionary	Bylaw No. 1344-19	✓ online		

MUNICIPAL ACCOUNTABILITY PROGRAM (MAP) Checklist: Page 1 of 6.

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MAP	TOPIC	LEGISLATION	STATUS	2018-2021	2022-2025	2026-2029
PART 2	GOVERNANCE	LEGEND		Review: 2021 *		
22	Location of Municipal Office	MGA: 204	Policy Statement No. 01-11	✓ online		
23	Organizational Structure		Policy Statement No. 01-03	✓ online		
24	Organizational Meeting	MDG: 152, 192	Bylaw No. 1303-17: 5.1 to 5.6 / Schedule "B" Minutes: October 22, 2020 Organizational Mtg.	✓ online		
25	Council Orientation and Training	MGA: 201.1	Policy Statement No. 01-06 Minute: May 25, 2017 - CAO Report - Page 12687 Minutes: November 2, 2017: Finance/Budget	✓ online		
26	CAO Evaluation	MGA 205.1	Policy Statement No. 01-06 Minutes: 2019 / Action List	✓ online		
27	Council-CAO Covenant	County	Policy Statement No. 01-39	✓ online		
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	✓ online		
29	Signing of Municipal Documents	MGA: 213	Signed in accordance with MGA	*		
30	Repairs of roads, public places and public works	MGA: 532	Policy 03-16: Three-Year Road Plan Policy 03-51: Road Maintenance Policy 03-38: Snow Removal Bylaw 1241-12: Respecting Road Right-of-Way Bylaw: 1225-15: Road Ban/Restriction	✓ online		
31	Public presence at meetings	MGA: 197(1)	All Council / Committee Meetings open to Public Bylaw No. 1303-17: 5.32 Policy Statement No. 01-48	✓ online		
32	Closed Meetings	MGA: 197 refers to closed to public - not closed session	Policy Statement No. 01-47 Bylaw No. 1303-17: 5.25 to 5.32	✓ online		
33	Public Participation	MGA: 216.1 Regulation: 192/2017	Policy Statement No. 01-51	✓ online		
34	Regular Meeting Change Notice	MGA: 193	Policy Statement No. 01-04 - by motion of Council	✓ online		
35	Special Meetings Procedures	MGA: 194	Bylaw No. 1303-17: 5.11 to 5.17 / Minutes: July 9, 2018	✓ online		
36	Meetings through Electronic Communication	MGA: 199	Bylaw No. 1303-17: 6.23	✓ online		
37	Document Security		Bylaw No. 1134-05	✓ online		
38	Fees and Charges		Policy Statement No. 01-48: Administration Policy Statement No. 01-11: Planning	✓ online		
39	Strategic Plan		Policy Statement No. 01-38 Resolution: 208-19 - January 25, 2018 Resolution: 87-18 - October 25, 2018	✓ online		
40	Policies		Policy Statement No. 01-40	✓ online		
41	Municipal Emergency Plan	EMA: 11-11.2 Regulation: 203/2018	Bylaw No. 1353-19 Appoint Members: Director Appointment:	✓ online		
42	Municipal and System Library Boards	LA: 3-5, 16 Regulation: 141/1998	County does not have a municipal library board. Resolution: 446-19 - February 21, 2019 County is a member of the Northern Light Library board system. Bylaw No. 837-03 Resolution: May 22, 2014 - Motion # 665-14 Policy: 07-04 Resolution: October 22, 2020 - Motion # 85-20	✓ online		

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MAP	TOPIC	LEGISLATION	STATUS	2018-2021	2022-2025	2026-2029
PART 3	FINANCIAL	LEGEND		Review: 2021 *		
43	Operating Budget	MGA: 242-244	Financial Plan: 2018 - 2022 / 2019-2023 / 2020-2024 Resolution: 846-18 - August 30, 2018 Resolution: 867-19 - June 27, 2019 Resolution: 1074-20 - August 27, 2020	✓ online		
44	Capital Budget	MGA: 245-246	See # 56	✓ online		
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 (Treasurer) reporting to Council.	*		
47	Designation of Financial Institutions	MGA: 270	Policy Statement No. 01-16 names ATB Financial Institution. October 22, 2020 - Motion # Copy of 2020 bank statement	✓ online		
48	Purchasing Policy		Policy Statement No. 08-16	✓ online		
49	Procurement		Policy Statement No. 08-16	✓ online		
50	Fidelity bonds / Insurance	MGA: 212.1	Bylaw No. 1257-13 Policy Statement No. 01-16 listed in #46 The county holds a policy with RMA Jubilee Insurance Program. 2020 Copy of proof of insurance	✓ online		
51	Audit Appointment	MGA: 280.1	The municipality appointed their auditors from 2018-2022 by council resolution #3011/18 adopted August 21, 2018.	✓ online		
52	Audited Financial Statements / Audit Report	MGA: 276, 281	Resolution: 504-19 adopted on March 28, 2019. Resolution: October 24, 2019 - Motion # 98-19	✓ online		
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.	✓ online		
54	Auditor's Management letter	MGA: 281	The county receives confidential recommendations from the auditor. Copy of most recent letter	email		
55	Three-year Operating Plan	MGA: 283.1 Regulation: 192/2017	Resolution: 275-19 - January 29, 2019 Total Function Budget	✓ online		
56	Five-year Capital Plan	MGA: 283.1 Regulation: 192/2017	Resolution: 321-19 - December 20, 2019	✓ online		

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MAP	TOPIC	LEGISLATION	STATUS	2018-2021	2022-2025	2026 -2029
PART 4	TAXATION	LEGEND		Review: 2021 *		
57	Property Tax Bylaw Contents Matters Relating to Assessment Sub-Classes Regulation	MGA: 323,353-359 Regulation: 202/2017	Bylaw No. 1375-20 - 2020 Tax Rate Bylaw Resolution 755-20 - May 5, 2020	✓ online		
58	Assessment Review Board Bylaw	MGA: 454-456 Regulation: 201/2017	Bylaw No. 1231-11 Appointment: Resolution 11-20 and 12-20 October 22, 2020 Organizational Meeting - members appointment Appointment of Assessor- Bylaw 1235-11 Assessment review board clerk	✓ online		
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	✓ online		
62	Assessment and Tax Roll	MGA: 284.3(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. Copy of 2019 and 2020 arrears list. The list is posted on the municipal in the county office.	email		
64	Tax Penalties	Discretionary	Bylaw No. 1309-18	✓ online		
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 - May 12, 2020 - copy provided.	email		
66	Preparation and content of Assessment Notices	MGA: 308-309	Assessment Notices and Tax Notices are combined. Copy provided.	email		
67	Tax Sale	MGA 418, 436.08	The last tax sale followed the process outlined in legislation and the Municipal Affairs Tax Recovery manual 2017 Property Tax Sale: Resolution 153-17 - December 14, 2017 Resolution: August 30, 2016 - Motion # 850-18	✓ online		

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MAP	TOPIC	LEGISLATION	STATUS	2018-2021	2022-2025	2026 -2029
PART 5	PLANNING	LEGEND		Review: 2021 *		
68	Subdivision Authority and Development Authority	MGA: 623-626	Bylaw No. 1345-19 Resolution 700-19 - May 23, 2019 Appoint: Resolution 35-19 - October 24, 2019 - annually at the Organizational Meeting	✓ online		
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	✓ online		
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. 1245-12 Resolution 297-13 - January 31, 2013 Public hearing ad	✓ online		
72	Municipal Planning Commission	MGA: 626	Bylaw No. 1345-19 Resolution 701-19 - May 23, 2019 Appoint: Resolution 34-19 - October 24, 2019 - annually at the Organizational Meeting	✓ online		
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 Public Hearing Ad: Most Recent: August 10, 2020	✓ online		
74	IDP: Intermunicipal Development Plan(s)	MGA: 230, 606, 631, 636, 692, 708.28, 708.3	Exemption Letter: 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. 1290-18: Village of Vinna Bylaw No. 1304-17: Village of Waskatenau Bylaw No. 1289-16: Town of Smoky Lake	✓ online Lac La Biche Letter not online		
75	ICC: Intermunicipal Collaborative Committee	MGA: 708.33 Regulation: 191/2017	Bylaw No. 1389-18: Lac La Biche Bylaw No. 1360-18: County of Two Hills No. 21 Bylaw No. 1381-18: County of St. Paul No. 19 Bylaw No. 1385-20: Smoky Lake Region	✓ online		
76	Development Permits: Application and decisions	MGA: 683.1,686, 687	Policy Statement No. 61-03	✓ online		
77	Public Hearing Procedures: Planning		Bylaw No. 1283-15	✓ online		
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.	*		

MUNICIPAL ACCOUNTABILITY PROGRAM (MAP) Checklist: Page 5 of 6.

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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: 1-1341-2017	✓ online Letter not online		
82	Substitute Returning Officer Appointment	LAEA: 13(2.1)	Resolution 369-17 - February 16, 2017 Letter sent: February 22, 2017	✓ online		
83	Election nomination forms and procedures	LAEA: 27, 28.1, 34, 97	Bylaw #740-86, passed July 31, 1986 establishes a fee for admission of nomination papers.	✓ online		
84	Ballot Account	LAEA: 88-89, 94, 100	The county retains a copy of the election's ballot account - Municipal File: 1-1341-2017	*		
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	✓ online		

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

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Carried.

Bylaw No. 1385-20: Designation of Ferry Crossing as a Municipal Historic Area

210-20: Halisky

That Smoky Lake County **Bylaw No. 1385-20: Designation of Ferry Crossing as Municipal Historic Area**, being a bylaw for the purpose of designating six former Ferry Crossings as Municipal Historic Areas along the North Saskatchewan River, described as: **Waskatenau Crossing**, at NE-32-58-19-W4, **Warspite Crossing A**, at River lot 8 (Lobstick Settlement), **Warspite Crossing B**, at River lot 1 (Lobstick Settlement), **Pakan/Victoria Crossing**, at River lot 6 (Victoria Settlement), **Shandro Crossing**, at NW and NE-34-57-15-W4, and **Desjarlais Crossing**, at SE-11-57-14-W4, be given **FIRST READING**.

Carried.

Moved by Councillor Gawalko that Smoky Lake County **Bylaw No. 1385-20: Designation of Ferry Crossing as Municipal Historic Area**, being a bylaw for the purpose of designating six former Ferry Crossings as Municipal Historic Areas along the North Saskatchewan River, described as: **Waskatenau Crossing**, at NE-32-58-19-W4, **Warspite Crossing A**, at River lot 8 (Lobstick Settlement), **Warspite Crossing B**, at River lot 1 (Lobstick Settlement), **Pakan/Victoria Crossing**, at River lot 6 (Victoria Settlement), **Shandro Crossing**, at NW and NE-34-57-15-W4, and **Desjarlais Crossing**, at SE-11-57-14-W4, be given **SECOND READING**.

Carried.

Moved by Councillor Orichowski that Smoky Lake County **Bylaw No. 1385-20: Designation of Ferry Crossing as Municipal Historic Area**, being a bylaw for the purpose of designating six former Ferry Crossings as Municipal Historic Areas along the North Saskatchewan River, described as: **Waskatenau Crossing**, at NE-32-58-19-W4, **Warspite Crossing A**, at River lot 8 (Lobstick Settlement), **Warspite Crossing B**, at River lot 1 (Lobstick Settlement), **Pakan/Victoria Crossing**, at River lot 6 (Victoria Settlement), **Shandro Crossing**, at NW and NE-34-57-15-W4, and **Desjarlais Crossing**, at SE-11-57-14-W4, be given **PERMISSION for THIRD AND FINAL READING**.

Carried Unanimously.

Moved by Councillor Cherniwchan that Smoky Lake County **Bylaw No. 1385-20: Designation of Ferry Crossing as Municipal Historic Area**, being a bylaw for the purpose of designating six former Ferry Crossings as Municipal Historic Areas along the North Saskatchewan River, described as: **Waskatenau Crossing**, at NE-32-58-19-W4, **Warspite Crossing A**, at River lot 8 (Lobstick Settlement), **Warspite Crossing B**, at River lot 1 (Lobstick Settlement), **Pakan/Victoria Crossing**, at River lot 6 (Victoria Settlement), **Shandro Crossing**, at NW and NE-34-57-15-W4, and **Desjarlais Crossing**, at SE-11-57-14-W4, be given the **THIRD and FINAL READING** and that the Reeve and the Interim Chief Administrative Officer are hereby authorized to fix their signatures to all necessary documents and that the corporate seal also be fastened where it is deemed to be necessary.

Carried.

Bylaw No. 1384-20: Rubuliak Ukrainian House: A Municipal Historic Resource Designation
211-20: Orichowski

That Smoky Lake County **Bylaw No. 1384-20: Rubuliak Ukrainian House: A Municipal Historic Resource Designation**, being a bylaw for the purpose of designating the Rubuliak Ukrainian House on the lands legally described as Plan 9720834, Lot 2, in accordance with the Section 26 and 27 of the Alberta Historical Resources Act, R.S.A. 2000, c. H-9, as amended, be given **FIRST READING**.

Carried.

Moved by Councillor Gawalko that Smoky Lake County **Bylaw No. 1384-20: Rubuliak Ukrainian House: A Municipal Historic Resource Designation**, being a bylaw for the purpose of designating the Rubuliak Ukrainian House on the lands legally described as Plan 9720834, Lot 2, in accordance with the Section 26 and 27 of the Alberta Historical Resources Act, R.S.A. 2000, c. H-9, as amended, be given **SECOND READING**.

Carried.

Moved by Councillor Cherniwchan that Smoky Lake County **Bylaw No. 1384-20: Rubuliak Ukrainian House: A Municipal Historic Resource Designation**, being a bylaw for the purpose of designating the Rubuliak Ukrainian House on the lands legally described as Plan 9720834, Lot 2, in accordance with the Section 26 and 27 of the Alberta Historical Resources Act, R.S.A. 2000, c. H-9, as amended, be given **PERMISSION** for **THIRD AND FINAL READING**.

Carried Unanimously.

Moved by Councillor Halisky that Smoky Lake County **Bylaw No. 1384-20: Rubuliak Ukrainian House: A Municipal Historic Resource Designation**, being a bylaw for the purpose of designating the Rubuliak Ukrainian House on the lands legally described as Plan 9720834, Lot 2, in accordance with the Section 26 and 27 of the *Alberta Historical Resources Act, R.S.A. 2000, c. H-9, as amended*, be given the **THIRD and FINAL READING** and that the Reeve and the Interim Chief Administrative Officer are hereby authorized to fix their signatures to all necessary documents and that the corporate seal also be fastened where it is deemed to be necessary.

Carried.

Bylaw No. 1386-20: Land Use Bylaw 1272-14 Amendment for Recreational Vehicles, Campgrounds, Campsites & Recreational Vehicle Parks, Shipping Containers, Tiny Homes
212-20: Halisky

That Smoky Lake County **Bylaw 1386-20: Land Use Bylaw 1272-14 Amendment for Recreational Vehicles, Campgrounds, Campsites & Recreational Vehicle Parks, Shipping Containers, Tiny Homes**, being a bylaw for the purpose of amending the Land Use Bylaw No. 1271-14, be given **FIRST READING**, and schedule a **Public Hearing** for the said bylaw **at the January 28, 2021 County Council meeting**, and advertise the said Public Hearing, in the local newspapers for two consecutive weeks, in accordance with section 230 and section 606 of the *Municipal Government Act*, as well as on the County's website, social media platforms and at the County office.

Carried.

One member of the Media: The Review, virtually joined the meeting, time 9:42 a.m.

International Dark-Sky Association (IDA) - Dark Skies Nomination and Designation
213-20: Lukinuk

That Smoky Lake County proceed with investigating the feasibility and next steps of pursuing a Nomination of, and Designation as, a Dark Sky Community under the International Dark-Sky Association (IDA), for the purpose of providing leadership in reducing light pollution and promote responsible outdoor lighting that is beautiful, healthy, and functional.

Carried.

Two members of the Public, virtually joined the meeting, time 10:01 a.m.

7. Delegation:

Allen Wayne Pirnak, Landowner – Access to Land

Virtually Present before Council was Mr. Allen Wayne Pirnak, Landowner along with Roman Konowalec, Adjacent Landowner from 10:04 a.m. to 10:25 a.m. to request reasonable access to Mr. Pirnak's land, legally described as NW-1-60-17-W4, via the County's undeveloped road allowance.

Bylaw No. 1387-20: Planning and Development Fees

214-20: Orichowski That Smoky Lake County **Bylaw No. 1387-20: Planning and Development Fees**, being a bylaw for the purpose of establishing fees for Development Permits, Land Use Bylaw Amendments, New Statutory Plans, and other Planning and Development related activity, be given **FIRST READING**.

Carried.

Moved by Councillor Cherniwchan that Smoky Lake County **Bylaw No. 1387-20: Planning and Development Fees**, being a bylaw for the purpose of establishing fees for Development Permits, Land Use Bylaw Amendments, New Statutory Plans, and other Planning and Development related activity, be given **SECOND READING**.

Carried.

Moved by Councillor Gawalko that Smoky Lake County **Bylaw No. 1387-20: Planning and Development Fees**, being a bylaw for the purpose of establishing fees for Development Permits, Land Use Bylaw Amendments, New Statutory Plans, and other Planning and Development related activity, be given **PERMISSION** for **THIRD AND FINAL READING**.

Carried Unanimously.

Moved by Councillor Halisky that Smoky Lake County **Bylaw No. 1387-20: Planning and Development Fees**, being a bylaw for the purpose of establishing fees for Development Permits, Land Use Bylaw Amendments, New Statutory Plans, and other Planning and Development related activity, be given the **THIRD and FINAL READING** and that the Reeve and the Interim Chief Administrative Officer are hereby authorized to fix their signatures to all necessary documents and that the corporate seal also be fastened where it is deemed to be necessary.

Carried.

Policy Statement No. 61-05-05: Planning and Development Fees

215-20: Halisky That Smoky Lake County Policy Statement No. 61-05-05: Planning and Development Fees, be **RESCINDED** due to the fees being legislated through Bylaw No. 1387-20: Planning and Development Fees, as of December 10, 2020.

Carried.

Lamont County Intermunicipal Development Plan (IDP) Proposed Bylaw No. 1383-20

216-20: Halisky That Smoky Lake County proceed with the Public Participation process in accordance with Policy Statement No. 01-51-01, for the proposed Bylaw No. 1383-20: Lamont County Intermunicipal Development Plan (IDP), and determine a date, in early 2021, for the public to *virtually* participate due to the ongoing COVID-19 pandemic; and advertise the Public Notice in regard to same, accordingly in the Smoky Lake Signal and the Review newspapers for two consecutive weeks, as well as on the County's website, social media and at the County office.

Carried.

Lamont County - Intermunicipal Collaboration Committee (ICC) Meeting

217-20: Cherniwchan That Smoky Lake County schedule a meeting on a mutually agreed upon date to be determined in early 2021, in conjunction with Lamont County for an Intermunicipal Collaboration Committee (ICC) Meeting, to be held concurrently with the virtual public participation for proposed Bylaw No. 1383-20: Lamont County Intermunicipal Development Plan (IDP).

Carried.

Bylaw No. 1371-20: Smoky Lake County Regional Heritage Board

218-20: Gawalko That Smoky Lake County Council **Bylaw No. 1371-20: Joint Agreement for the Regionalization of the Smoky Lake County Regional Heritage Board (SLCRHB)**, for the purpose of establishing and governing the Smoky Lake County Regional Heritage Board, be given **FIRST READING**; and schedule a Smoky Lake Region Intermunicipal Collaboration Committee (ICC) meeting on a mutually agreed upon date to be determined congruently with each respective municipality, to jointly continue work and further refinement of Bylaw No. 1371-20.

Carried.

Scott Franchuk, County Fire Chief, virtually joined the meeting, time 10:57 a.m.

7. Delegation:

Steven Leluik, Landowner - Waterfront Access Proposal

Virtually Present before Council from 11:00 a.m. to 11:21 a.m. was Mr. Jordan Ruegg, Planning and Development Manager, as requested on behalf of, and in the absence of, Steven Leluik, Landowner, to share Mr. Leluik's power point presentation proposing waterfront access.

219-20: Lukinuk

That Smoky Lake County thank Mr. Steve Leluik, Landowner, for his proposal requesting waterfront access to his lake lot property, dated December 10, 2020, and notify him of the Council's decision to take no action until further information is available from the province in respect to provincial approvals of mooring structures, and advise him of the public waterfront access from Lot 28.

Carried.

Request to Purchase County Owned Land – Pt. SW-6-59-15-W4M (0.31 acres)

220-20: Lukinuk

That Smoky Lake County defer to Administration to seek a reasonable market value of the land legally described as Pt. SW-6-59-15-W4M, Property Tax Roll No. 15590622, containing 0.31 acres (more or less), prior to considering the Expression of Interest, dated October 13, 2020, received from the Alberta Infrastructure, Government of Alberta, in the amount of \$705.00 to purchase the said lands in accordance with County Policy Statement No. 61-10-01: Disposition of County Owned Property.

Carried.

11:43 to 11:48 a.m.

9. Public Question and Answer Period:

Hank Holowaychuk, Member of the Public:

With the Environmental Reserve at Whitefish Lake is there an Area Structure Plan for that? And how much public involvement is there for determining Environmental Reserve? And what is the amount of employment that Smoky Lake Tree Nursery has brought to the region?

Gene Sobolewski, Chief Administrative Officer:

Determining Environmental Reserve does not require a public hearing, but the subdivision process does. The Act is clear that the intent of Environmental Reserve is to maintain the land in a natural state.

Kyle Schole, Planning and Development Assistant:

There is an Area Structure Plan for Whitefish Lake.

The amount of employment that Smoky Lake Tree Nursery has brought to the region is unknown but has been significant over time.

Town of Smoky Lake - Harvest Gold Drive

221-20: Gawalko

That Smoky Lake County take no action to the Town of Smoky Lake Invoice #20200178 issued to Smoky Lake County in the amount of \$50,000.00 pursuant to the Town's letter dated October 21, 2020 and their invoice #20200178 relating to Harvest Gold Drive in the Town of Smoky Lake.

Carried.

Policy Statement No. 08-19-02: Smoky Lake County Community Learning Council Program – Legal Host Agreement

222-20: Halisky

That Smoky Lake County Policy Statement No. 08-19-02: Smoky Lake County Community Learning Council Program – LEGAL HOST AGREEMENT be amended; and acknowledge Public Participation is not required as the amendment is a legislative requirement:

Title: Smoky Lake County Community Learning Council Program - LEGAL HOST AGREEMENT	Policy No: 19-02
Section: 08	Code: P-I
Page No.: 1 of 5	E



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

Title: Smoky Lake County Community Learning Council Program - LEGAL HOST AGREEMENT	Policy No: 19-02
Section: 08	Code: P-I
Page No.: 2 of 5	E

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

LEGAL HOST AGREEMENT	Schedule "A"
Page 1 of 3.	
	<p>Smoky Lake County (hereinafter referred to as "County") Legal Host Box 310 Smoky Lake, Alberta T0A 3C0</p>
AND	
	<p>Smoky Lake County Community Learning Council (hereinafter referred to as "Council") Service Organization Box 631 Smoky Lake, Alberta T0A 3C0</p>

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

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

Section 08 Policy: 19-02

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

Schedule "A": Legal Host Agreement Page 5 of 5.

Carried.

Bylaw No. 1368-20: Intermunicipal Collaboration Framework (ICF) - Thorhild County
223-20: Orichowski That Smoky Lake County Bylaw No. 1368-20: Intermunicipal Collaboration Framework (ICF) Between Smoky Lake County and Thorhild County, for the purpose of adopting the ICF, be given **FIRST READING**; and proceed in conjunction with Thorhild County to develop an agreement outside of the ICF in respect to road maintenance, which identifies liability and severability, and cost share the fees for legal review of the said agreement at 50/50 with Thorhild County, and engage the mutual Municipal Solicitor: Brownlee LLP to perform the legal review which is to be presented to each respective Council prior to giving Bylaw 1368-20 Second Reading.

Carried.

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

Meeting Reconvened The meeting reconvened on a call to order by Reeve Craig Lukinuk at 12:44 p.m. in the presence of all Council members, the Chief Administrative Officer, Assistant Chief Administrative Officer, Finance Manager; and virtual presence of the Planning and Development Manager, Planning and Development Assistant, Communications Technician, Community Economic Development Officer, Public Works Manager, Natural Gas Manager, GIS Technician, Recording Secretary, one member of the Public and two Members of the Media.

County Dog Shelter Caretaker Service Agreement

224-20: Cherniwchan That Smoky Lake County, in accordance with Bylaw No. 1344-19: Dog Control, execute an agreement with Kountry Kennel c/o Diana Bochar, to designate a County Dog Shelter with animal caretaking services on the lands legally described as SE 1-61-18-W4, 61014 Range Road 180, for a Five (5) Year Term: January 1, 2021 to December 31, 2025 including yearly reporting protocol outlining the number of animals surrendered to the said shelter and mandatory inspections performed by the County's Animal Control Officer.

Carried.

Addition to the Agenda:

Delegation: Mike Pecuh, Hardrock Contracting / Westload Transport

Virtually Present before Council was Mr. Mike Pecuh, Owner, Hardrock Contracting / Westload Transport, from 1:13 p.m. to 1:23 p.m. to request a property tax reduction due to a change of his mailing address.

Municipal Election 2021 Update – Report No. 1

225-20: Halisky That Smoky Lake County Council acknowledge receipt of the Municipal Election 2021 Update - Report No. 1, prepared by the Assistant Chief Administrative Officer, dated November 30, 2020, outlining the planning and preparations underway in advance of the October 2021 Municipal Election, and the changes to the Local Authorities Election Act (LAEA) which are relevant to Smoky Lake County.

Carried.

Watershed Resiliency and Restoration Program

226-20: Orichowski That Smoky Lake County prepare and submit, an application to the Watershed Resiliency and Restoration Program 2020-2021 through Alberta Environment and Parks (AEP), prior to the application deadline of January 4, 2021, for the purpose of improving flood and drought resiliency, through restoration and enhancement of watersheds; and further agree to abide by the terms of the Conditional Grant Agreement governing the purpose and use of the grant funds, should the said application be successful.

Carried.

Wetland Replacement Program Memorandum of Understanding

227-20: Halisky That Smoky Lake County authorize Administration to proceed to execute a Memorandum of Understanding (MOU) with Alberta Environment and Parks (AEP) in Support of Identifying Potential Wetland Replacement Projects for the Purposes of the Wetland Replacement Program.

Carried.

Property Tax Write Off Request for Rolls 17593620 & 17593630

Delegation: Mike Pecuh, Hardrock Contracting / Westload Transport

228-20: Gawalko That Smoky Lake County Council deny the request from the December 10, 2020, delegation: Mr. Mike Pecuh, Owner, Hardrock Contracting / Westload Transport, for a property tax penalty cancelation in the total combined amount of \$338.64 for Property Tax Rolls 17593620 & 17593630, claiming his tax notice was not received due to a change in his mailing address of which, no notice was submitted to the County, and as per the Municipal Government Act, Section 337, a tax notice is deemed to have been received 7 days after it is sent.

Defeated

Defeated.

Property Tax Write Off Request for Rolls 17593620 & 17593630

Delegation: Mike Pecuh, Hardrock Contracting / Westload Transport

229-20: Lukinuk

That Smoky Lake County Council reduce the amount of penalties on Property Tax Rolls 17593620 & 17593630, by 50%, in the total combined amount from \$338.64 to the amount of \$169.32, in response to the December 10, 2020 delegation: Mr. Mike Pecuh, Owner, Hardrock Contracting / Westload Transport, as Council considers it equitable to do so.

Carried.

5. Issues for Information:

Chief Administrative Officer's Report

The Chief Administrative Officer provided a report to Council for the period of October 15, 2020 to December 4, 2020:

Legislative/Governance:

- Met with RMA - conversation regarding amalgamation and the legislation, process, requirements, study funding, options, etc..
- Attended the 2020 Fall RMA Virtual Convention held on November 3 and 4, 2020 and the Reeves/Mayors Meeting on November 2, 2020.
- Access for Information: Third Request for 2020 received in Month November.
- Various Commission meetings in regard to various legal issues.

Administrative:

- Remembrance Day Ceremonies: Donated \$200.00 to the Smoky Lake Legion Branch No. 227 and to the Waskatenau Legion Branch No. 261.
- Police Survey: Completed with Council - Submitted November 3, 2020.

Financial:

- Plex-Glass Update: Material arrived November 24, 2020 Installation in Council Chambers anticipated on December 09, 2020.

Human Resources:

- Implemented additional COVID-19 - Notice to Employees: Wear Mask in the Workplace - effective November 16, 2020.
- Memorandum sent to all Staff from CAO: County to follow recommendations in regard to the Chief Medical Officer – COVID Restrictions.
- Held at Staff Meeting, October 27, 2020.
- Local Authorities Election Training for Year 2021 Module 2: November 19, 2020.
- Nominations was completed by three employees. Nominations
- Packages will be ready for release: January 4, 2021.

Community:

- National Aboriginal Veterans Day - Memorial Day observed in Canada in recognition of Aboriginal contributions to military service - Metis Crossing unveiling ceremony for November 8, 2020 of the Metis Veteran's monument was postponed to June 6, 2021. Smoky Lake County did purchase a wreath in the amount of \$80.00 to participate in this ceremony.
- Sent COVID protocols to staff in regard to latest requirements and recommendations from the Chief Medical Officer.
- Attended various Tourism meetings.

Training:

- Legislative Services: Lydia Cielin, Patti Priest and Jenna Pelech completed a free Election Training Module on Nominations to be

of assistance to the Returning Officer, when required.

- Legislative Services: Patti Priest received a Certificate of Completion on "Protecting Privacy in Alberta Public Bodies": FOIP – Privacy Training Program in November 2020 from Cenera.

Village of Vilna – Amalgamation

230-20: Orichowski That Smoky Lake County continue discussions with the Village of Vilna in early 2021, in respect to the verbal information received by the County's Chief Administrative Officer, Assistant Chief Administrative Officer and Finance Manager while attending a virtual meeting held on November 10, 2020, with representatives from Rural Municipalities of Alberta (RMA), in regard to amalgamation legislation, process, requirements, study funding, options, etc.

Carried.

Smoky Lake Legion Branch No. 227 and to the Waskatenau Legion Branch No. 261

231-20: Halisky That Smoky Lake County Council approve action taken in donate funding in the amount of \$200.00 to each of the Royal Canadian Legion Halls: Smoky Lake Legion Branch No. 227 and Waskatenau Legion Branch No. 261, for the Reembrace Day Ceremonies held on November 11, 2020, which were held with restricted attendance and outdoors to accommodate social distancing measures due to the COVID-19 pandemic.

Carried.

COVID-19 - Wear Mask in the Workplace

232-20: Cherniwchan That Smoky Lake County Council approve action taken in implementing an additional COVID-19 pandemic measure, effective November 16, 2020, including wearing a non-medical mask when walking about inside County offices to reduce the spread of COVID-19.

Carried.

COVID-19 - Memorandum to all Staff

233-20: Orichowski That Smoky Lake County Council acknowledge action taken by the Chief Administrative Officer in providing a memorandum, dated November 20, 2020, to all staff in regard to following all recommendations from the Chief Medical Officer of Alberta, in respect to the COVID-19 pandemic restrictions.

Carried.

Financial Statements

As annexed to the minutes:

↳ September/October 2020.

Action List(s)

Action Lists:

- i. County Council Committee of the Whole for the Purpose of Administration Meeting – October 8, 2020.
- ii. County Council Meeting – October 22, 2020.
- iii. County Council Organizational Meeting – October 22, 2020.
- iv. County Council Committee of the Whole for the Purpose of Planning Meeting – October 29, 2020.

Chief Administrative Officer's Report

234-20: Halisky That Smoky Lake County's Chief Administrative Officer report for the period of October 16, 2020 to December 4, 2020, be accepted and filed for information.

Carried.

5. Issues for Information:

Finance Manager's Report:

Actual to Budget Report

Brenda Adamson, Finance Manager provided an updated Financial Report for the period of October 16, 2020 to December 3, 2020.

Property Tax Write Off Request

235-20: Lukinuk

That Smoky Lake County Council take no action to the Owner's request to write off penalties on their Property Tax Roll numbers: 14592030, 14600710, 14600840, 15601320, and 15601321, and the Owner's claim of their cheque being posted in the mail on October 1, 2020, as the County has not received the cheque and the outstanding taxes have been paid.

Carried.

Property Tax Write Off Request

236-20: Gawalko

That Smoky Lake County write off penalties in the amount of \$45.19 on Property Tax Roll numbers: 17620310, 17620320, 17620330, 17620340, 17620841, and 17621440, due to an administrative error at the time of payment, and in response to the Owner's request dated November 19, 2020.

Carried.

Family and Community Support Services (FCSS) Grant

237-20: Orichowski

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
The Victoria Trail Agricultural Society	to offer free gym sessions to seniors to help keep Seniors active and engaged and offset the current feeling of isolation and helplessness.	\$2,000.00

Carried.

JMD Group LLP – Smoky Lake County Audit

238-20: Halisky

That Smoky Lake County acknowledge receipt of the letter from JMD Group LLP, dated November 10, 2020, in regard to the Yearend 2020 Audit Planning and the interim audit conducted on November 18-20, 2020.

Carried.

Councillor Cherniwchan's RRSP Contribution

239-20: Orichowski

That Smoky Lake County Council approve to discontinue contributing Councillor Johnny Cherniwchan's Year-2021 Registered Retirement Savings Plan (RRSP) remuneration and alternatively direct the said remuneration into a Tax-Free Savings Account, due age ineligibility to contribute to RRSPs.

Carried.

Finance Manager's Report

240-20: Orichowski

That the Smoky Lake County Financial Report prepared by Brenda Adamson, Finance Manager for the period of October 16, 2020 to December 3, 2020 be accepted for information.

Carried.

Reeve's Report:

Reeve Craig Lukinuk presented the following written report:



Reeve's Report
For October 15, 2020 to November 30, 2020

October 22, 2020 – Council Organizational Meeting held virtually: (All Council)

REEVE:	Craig Lukinuk (Division 3)
DEPUTY REEVE:	Randy Orichowski (Division 5)
COUNCILLORS:	Dan Gawalko (Division 1) Johnny Cherniwchan (Division 2) Lorne Halisky (Division 4)
AGRICULTURAL SERVICE BOARD	All Councillors
AGRICULTURAL ISSUES ADVISORY COMMITTEE	ASB Chair., ASB Vice-Chair., any Councillors, & call for Public-at-Large Members as required
A.S.B. INDEPENDENT APPEAL PANEL FOR WEED CONTROL	Public-at-Large: Barry Feniak, Norman Schmidt & Robert Semeniuk, Alt.: Ed Doktor
ALBERTA CARE (ALBERTA COORDINATED ACTION FOR RECYCLING ENTERPRISES) COMMITTEE	Dan Gawalko Alt.: Randy Orichowski
CCI WIRELESS - CORRIDOR COMMUNICATIONS INCORPORATED	Craig Lukinuk Alt.: Johnny Cherniwchan
CITIZENS ON PATROL (C.O.P.) LIAISON COMMITTEE	Lorne Halisky, Alt.: Dan Gawalko
COMPOSITE ASSESSMENT REVIEW BOARD	Craig Lukinuk Alt.: Johnny Cherniwchan Public-at-Large: Sue Landiak & Grant Gillund Alt.: Vacant
DOCTOR RETENTION & RECRUITMENT COMMITTEE	Reeve Alt.: Deputy Reeve
ENVIRONMENTAL OPERATIONS COMMITTEE	All Councillors
EVERGREEN REGIONAL WASTE MANAGEMENT COMMISSION	Randy Orichowski, Alt.: Dan Gawalko
FAMILY COMMUNITY SUPPORT SERVICES COMMITTEE	All Councillors
FIRE & RESCUE LIAISON COMMITTEE	Viina Fire Dept.: Dan Gawalko Alt.: Johnny Cherniwchan Smoky Lake Fire Dept.: Craig Lukinuk Alt.: Lorne Halisky Waskatenau Fire Dept.: Randy Orichowski Alt.: Lorne Halisky
FIRE PROTECTIVE SERVICES COMMITTEE	All Councillors
GOVERNMENT LIAISON COMMITTEE	Reeve, Deputy Reeve & Councillors as deemed necessary
HIGHWAY 28/63 REGIONAL WATER SERVICES COMMISSION	Randy Orichowski & Dan Gawalko Alt.: Lorne Halisky & Johnny Cherniwchan
INTERMUNICIPAL COLLABORATION COMMITTEES (ICC)	With Town of Smoky Lake, Village of Waskatenau & Village of Vilna: Lorne Halisky & Craig Lukinuk Alt.: Johnny Cherniwchan With Thorhild County: Randy Orichowski & Lorne Halisky, Alt.: Dan Gawalko With Lamont County: Johnny Cherniwchan & Craig Lukinuk, Alt.: Dan Gawalko With County of St. Paul No.19: All Councillors With County of Two Hills No.21: All Councillors
INTERMUNICIPAL DEVELOPMENT PLAN (IDP) COMMITTEES	With Town of Smoky Lake: Lorne Halisky & Craig Lukinuk, Alt.: Johnny Cherniwchan With Village of Waskatenau: Randy Orichowski & Lorne Halisky, Alt.: Dan Gawalko With Village of Vilna: All Councillors With Thorhild County: Randy Orichowski & Lorne Halisky, Alt.: Dan Gawalko With Lamont County: Johnny Cherniwchan & Craig Lukinuk, Alt.: Dan Gawalko With County of St. Paul No.19: CAO & Planning and Development Manager With County of Two Hills No.21: CAO & Planning and Development Manager
JOINT HEALTH & SAFETY COMMITTEE	Lorne Halisky Alt.: Johnny Cherniwchan
LAKELAND AGRICULTURAL RESEARCH ASSOCIATION (LARA) ASB Chair., Alt.: ASB Vice-Chair., Public-at-Large: Barb Shapka & Charlie Leskiw	
LOCAL ASSESSMENT REVIEW BOARD	Craig Lukinuk, Alt.: Johnny Cherniwchan, Public-at-Large: Sue Landiak & Grant Gillund, Alt.: Vacant
MUNICIPAL PLANNING COMMISSION	All Councillors
NATURAL GAS COMMITTEE	All Councillors
NEGOTIATING COMMITTEE	Craig Lukinuk, Johnny Cherniwchan, Lorne Halisky Alt.: Dan Gawalko & Randy Orichowski
NORTHEAST ALBERTA HUB	Lorne Halisky, Alt.: Dan Gawalko
NORTH EAST MUNI-CORR LTD.	Johnny Cherniwchan, Alt.: Craig Lukinuk
NORTHERN LIGHTS LIBRARY SYSTEM	Craig Lukinuk, Alt.: Randy Orichowski
POLICY COMMITTEE	All Councillors
RCMP LIAISON COMMITTEE	Lorne Halisky, Alt.: Dan Gawalko
REGIONAL COMMUNITY DEVELOPMENT COMMITTEE (RCDC)	Lorne Halisky & Craig Lukinuk, Alt.: Johnny Cherniwchan Public-at-Large: Leon Boychuk-Hunter & Perry Phillips
REGIONAL EMERGENCY MANAGEMENT ADVISORY COMMITTEE	Reeve Alt.: Deputy Reeve
RISK PRO MANAGEMENT COMMITTEE	Reeve Alt.: Deputy Reeve
ROAD BAN COMMITTEE	Reeve Alt.: Deputy Reeve Plus the Public Works Manager & CAO
SMOKY LAKE AGRICULTURAL SOCIETY	Lorne Halisky Alt.: Craig Lukinuk
SMOKY LAKE COMMUNITY DAYCARE CO-OPERATIVE COMMITTEE	Craig Lukinuk, Alt.: Lorne Halisky
SMOKY LAKE COUNTY REGIONAL HERITAGE BOARD	Members-at-Large: Noreen Easterbrook, Graham Dalziel, Christine Hansen, Michelle Wright, Leon Hunter-Boychuk & Pamela Billey
SMOKY LAKE FOUNDATION	Dan Gawalko & Randy Orichowski, Alt.: Lorne Halisky & Johnny Cherniwchan
SMOKY LAKE REGION FIRE AND RESCUE COMMITTEE	Lorne Halisky & Craig Lukinuk, Alt.: Johnny Cherniwchan
SUBDIVISION & DEVELOPMENT APPEAL BOARD	Members-at-Large: Grant Gillund, Christine Hansen, Richard Dubetz, Dominique Cere, & Jerry Melnyk
UKRAINIAN TWINNING COMMITTEE	Craig Lukinuk Alt.: Deputy Reeve

October 22, 2020 – Regular Council Meeting held in Chambers/Virtual: (All Council)

- Acknowledged the Memorandum of Understanding for the Ukrainian Twinning initiative for the Cooperation between Kosiv District, Ivano-Frankivska Oblast, Ukraine, and Smoky Lake Region, which is valid for five years to September 30, 2025 unless agreed upon to extend.
- Approved forming a Ukrainian Twinning "Working Group" until there are terms of reference established.
- Appointed the Returning Officer and Deputy Returning Officer for the 2021 Municipal Election.
- Approved to offer \$85,000 to Aspen View Public Schools, for 50% of the cost to extend the size of the Gymnasium being incorporated into the new H. A. Kostash School in Smoky Lake for the ability to host Provincial Tournaments.
- Agreed to advertising Pt. SW-6-59-15-W4M containing .044 acres for sale.
- Agreed to accept a purchase offer of \$3,000 for Plan 1955CL, Block 1, Lot 25 in the Hamlet of Spedden.
- Agreed to allocate funding from the 2020 Family and Community Support Services (FCSS) Grant to:
 - Kinette Club of Smoky Lake \$1,000
 - Smoky Lake Seniors' Drop-in Centre \$2,254
 - Regional Community Development Committee \$2,500
 - Viina Veselka Dance Club \$2,500
 - Smoky Lake Holubka Dance Club \$2,500
- Approved to install two culverts: one being on Township Road 602, west of Range Road 195 and the second one being through a private approach in the same area adjacent to the land legally described as NE-07-60-19-W4, at no cost the property owner, to direct the water flow appropriately.
- Approved a backslipping application from Ron Bobocel for a payout of \$2,000.
- Agreed to submit the proposed Bylaw No. 1380-20 for the Road Closure of Undeveloped Government Road Allowance: East side of River Lot 10 (Victoria Settlement), containing 2.32 hectares (5.73 acres) more or less for the purpose of closing to public travel to the Minister of Transportation for approval consideration.
- Accepted the Northern Lights Library System Board (NLLS) Year-2021 requisition of a 0% increase.

October 23, 2020 – Council Workshop with Senior Management: (All Council)

- Discussion on the Organizational Chart.
- Talked about Smoky Lake County Level of Services being provided.
- Discussion on Capital Purchasing for upcoming budget.

October 27, 2020 – Northeast Regional Agricultural Service Board Conference: (All Council)

- Alberta Agriculture and Forestry update presented by Doug Macualay, Agriculture Service Board Unit.
- Emergency Preparedness for Communities presented by Katherine Altman, Agriculture, and Forestry-Emergency Management Services.
- Received an Alberta Emergency Management Association update by Ian Fox AEMA Northeast Region.
- FireSmart Alberta – Living Resiliently with Wildfire in Alberta.
- Emergency Planning for Livestock What Can a Municipality Do Presented by Brad Andres, Agriculture and

- Forestry, Emergency Management Services.
- Going Forward After Deregulation of Fusarium graminearum Presented the Alberta Wheat Commission.
- Reviewed the 2020 Report Card.

October 29, 2020 – Council Committee of the Whole - Planning: (All Council)

- Discussed and recommended:
 - Pursuing a designation of a Canadian Heritage River under the Canadian Heritage Rivers System for the portion of the North Saskatchewan River flowing through the County (82 kilometers).
 - Pursuing a Nomination for an International Dark-Sky Association (IDA) Designation.
 - Executing an Alberta Wetlands Replacement Program Memorandum of Understanding (MOU).
 - Drafting a Bylaw for the purpose of outlining Planning and Development Fees with no changes to the existing Fee Structure, which would replace Policy Statement No. 61-11-01: Planning and Development Fees.
 - Four Drafts Bylaw amendments to the Land Use Bylaw No. 1272-14, for the purpose of: regulating Recreational Vehicles (RVs) and Campsites, use of shipping containers, clarifying regulation surrounding tiny homes, & regulating small livestock in urban areas.

October 30, 2020 – Victoria District Economic Development Strategy Implementation Working Group meeting held Virtually: (Craig)

- Discussion held regarding the: Business Plan Public Consultation Update, Insurance issues for hospitality properties, and potential Signature Attractions.

November 2, 2020 – Regional Community Development Committee (RCDC) held in Chambers/Virtual: (Craig & Lorne)

- Organizational meeting held and Craig Lukinuk was acclaimed as Chairperson and Lorne Halisky was acclaimed as Vice-Chairperson.
- Agreed to identify changes needed to the RCDC terms of reference, and other related RCDC management system elements to optimize the Committee's activities, structures, and reporting.
- Recommended participating in the 2021 HUB CARES Investment Attraction Video project.
- Accepted the "Bring Them Home" social media campaign as information.

November 2, 2020 – Reeves and Mayors RMA Fall Meeting: (Craig)

- Election of the Chair by Acclamation Bart Guyon.
- Election of the Vice Chair by Acclamation Joe Blakeman.
- Impact of Assessment Changes on each Municipality.
- 92 Members Attended meeting.
- Discussion on the New Policing Model and the impacts to Municipalities.

November 3 & 4, 2020 – Rural Municipalities of Alberta RMA Virtual Convention: (All Council)

- Received the RMA President's Update, RMA Business Services Report and Financials.
- Nominations for President were held – Paul McLaughlin was elected as President.
- Hon. Tracy Allard, Minister of Municipal Affairs provided a speech.
- Keynote Speaker was Arlene Dickinson who spoke on "Reinvention".
- Hon. Jason Kenney, Premier of Alberta provided a speech.
- Education Session included: Red Tape Reduction, Media Training 101, The Future of Healthcare in Rural Alberta, and The Business of Advocacy.
- 20 Resolutions were submitted prior to the convention and 17 of these passed.

November 5, 2020 – Joint Council Meeting w/Village of Waskatenau held in Chambers/Virtually: (All Council)

- Reviewed, for the purpose of updating, the Smoky Lake County Bylaw No. 1312-18, and Village of Waskatenau Bylaw No. 667-2018: Joint Operation Agreement for the provision of Fire Protection Services.

November 9, 2020 – Northern Lights Library Executive Meeting: (Craig)

- Dr. Margaret Zelmanow was hired to do a complete organizational review of NLLS.
- Discussed topics for upcoming NLL Board Meeting.
- Plan of Service update.
- Discussion on creating a video on NLLS and how it operates from ordering Books all the way to delivery.
- In Closed Session to review Executive Directors Resume and Videos.

November 11, 2020 – Remembrance Day Smoky Lake Legion: (Craig, Johnny)

- Attended the Service that was held in front of the Legion to Remember our Veterans approximately 60 people attended the service outside while social distancing.

November 10, 2020 – Joint Council Meeting w/Village of Vilna held in Chambers/Virtually: (All Council)

- Reviewed, for the purpose of updating, the Smoky Lake County Bylaw No. 1313-18, and Village of Vilna Bylaw No. 539-18: Joint Operation Agreement for the provision of Fire Protection Services.

November 12, 2020 – ICF Meeting w/Thorhild County held in Chambers/Virtually: (All Council)

- Acknowledged the Municipal Affairs April 1, 2021, mandatory deadline to complete all Intermunicipal Collaboration Frameworks.
- Recommended to work collaboratively to develop an agreement outside of the ICF for boundary area Road Maintenance.
- Discussed and agreed to some changes to the respective proposed ICF Bylaws.

November 12, 2020 - Smoky Lake Region Fire and Rescue Committee Meeting held in Chambers/Virtually: (Craig, Johnny & Lorne)

- Organizational meeting held and Casey Caron was acclaimed as the Chairperson & Craig Lukinuk was acclaimed as the Vice-Chairperson.
- Discussed surplus Fire & Rescue equipment which could be shipped to the Kosiv District, Ivano-Frankivska Oblast, Ukraine through a humanitarian effort in respect to the Ukrainian Twinning MOU.
- Recommended each respective municipality adopt the Policy Statement No. 02-06-03: Years of Service Award Program for Volunteer Firefighters
- Recommended each respective municipality adopt the Management Policy Statement No. M01-44-01: District Fire Chief Job Description.
- Recommended Smoky Lake County Council approve to add the Volunteer Firefighter Member & Family Assistance Program (MFAP) Insurance coverage & cover the cost of approximately of \$1,340/year.
- Received a report on the Jack Pine Wildfire at Township Road 590A and Range Road 161 which occurred during October 6, 2020 to October 12, 2020.

November 13, 2020 – Victoria District Economic Development Strategy Implementation Working Group meeting held Virtually: (Craig)

- Held discussed on: Business Plan feedback, Legal feedback on fees and structure, potential Signature

Attractions, and a booking system.

November 13, 2020 - Council Workshop with CAO: (All Council)

- Discussion on upcoming meetings.

November 16, 2020 – Ukrainian Twinning Working group meeting held in Chambers/Virtually: (Craig, Johnny, Lorne)

- This meeting was held informally to gain an understanding of expectations and opportunities, more information will be brought forward after the terms of reference for the committee is established.
- Topics discussed was Humanitarian, Agriculture, and Forestry.

November 18, 2020 – Joint Council Meeting w/Town of Smoky Lake held in Chambers/Virtually: (All Council)

- Reviewed, for the purpose of updating, the Smoky Lake County Bylaw No. 1311-18 and Town of Smoky Lake Bylaw No. 001-18: Joint Operation Agreement for the provision of Fire Protection Services.
- Declare November 23-29, 2020 as National Holodomor Awareness Week, to bring awareness to the 87th anniversary of the “Holodomor” which was the Soviet Communist regime’s genocide against the Ukrainian people.

November 20, 2020 – Northern Lights Library Board Meeting: (Craig)

- Dr. Margaret Zelmanlaw Organizational Review Report to be completed by February.
- Working with PLSB on Supernet Bandwidth upgrades for libraries.
- Approved 12 Policies.
- 2020 ALTA Awards nominations are now open to recognize library boards and long serving trustees.
- PLSB Report by Jordan DeSousa.
- ALTA Report by Jennifer Anheliger and now sit on the Executive Board.
- Financial Update by Terri Hampson and Interim acting directors report.
- Plan of Service Update.

November 25, 2020 – Fire AGM: (Craig, Johnny)

- Presentation of the Audited Financial Statements for the year ending December 31, 2019.
- Appointed Metrix Group LLP as the auditor for the upcoming year.
- Fed Gas Reciprocal Exchange Business Activities Report for the fiscal year ending December 31, 2019.

November 26, 2020 – Council Budget Meeting held in Chambers/Virtually: (All Council)

- Discussed the Three-Year Road Plan, Five-Year Bridge Program, Capital Budget, Surplus Equipment, and Total Function budget.
- Agreed for Council to not receive any Cost of Living Allowance (COLA) in 2021.
- Agreed to close the County Offices during the lunch hour as well as on Tuesdays and Thursdays until further notice for reason associated with the COVID-19 pandemic.

November 26, 2020 – Joint Council Meeting w/Town of Smoky Lake held in Chambers/Virtually: (All Council)

- Public Hearing held to obtain public input regarding the proposed Victoria District Economic Development Strategy: Proposed Business Plan.
- There were up to 33 participants including 18 County and Town Elected Officials and Staff.
- Over 20 pages of correspondence was submitted with feedback and read into the record.
- Overall feedback was positive.

November 27, 2020 – Victoria District Economic Development Strategy Implementation Working Group meeting held Virtually: (Craig)

- Held discussed on: Business Plan feedback, Legal feedback on fees and structure, potential Signature Attractions, and the need for an Infrastructure Master Plan.

November 30, 2020 – Northern Lights Library Executive: (Craig)

- James McDonald signed Northern Lights Library Executive Director Contract and will be starting the beginning of February 2021.

Sincerely,
Craig Lukinuk, Smoky Lake County Reeve

Reeve’s Report

241-20: Cherniwchan

That the Smoky Lake County Reeve’s Report received for the period of October 15, 2020 to November 30, 2020, be accepted and filed for information.

Carried.

7. Delegation:

Smoky Lake Curling Association

Virtually Present before Council was Smoky Lake Curling Association Members: Scott Franchuk and Amy Cherniwchan, from 3:03 p.m. to 3:28 p.m. to request funding for a new chiller at the Smoky Lake curling rink.

242-20: Lukinuk

That the Smoky Lake County Council approve to contribute, in the amount of \$12,881.00 allocated from the Municipal Sustainability Initiative (MSI) Operating funds, to the Smoky Lake Curling Association, stipulating the said funds **must** be utilized to sustain the curling rink facility operating fees; and recommend the Smoky Lake Curling Association request matching funds from the Town of Smoky Lake.

Carried.

Smoky Lake Curling Association Members: Scott Franchuk and Amy Cherniwchan, left the meeting, time 3:28 p.m.

5. Issues for Information:

Manager's Reports:

Planning & Development

Intermunicipal Collaboration Committee (ICC) Meeting with Lamont County

243-20: Orichowski That the Smoky Lake County Council propose the following possible dates of **January 18, 2021, January 19, 2021, January 20, 2021, January 21, 2021 or January 22, 2021** for an Intermunicipal Collaboration Committee (ICC) Meeting with Lamont County, to be held concurrently with the virtual public participation for proposed Bylaw No. 1383-20: Lamont County Intermunicipal Development Plan (IDP).

Carried.

Manager's Reports

244-20: Cherniwchan That the Smoky Lake County Management Reports received for the period between October 16, 2020 to December 3, 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; Trevor Tychkowsky, Safety Officer, and the Communications and GIS Department, be accepted and filed for information.

Carried.

Training Events – Report to Council

245-20: Orichowski 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:

Administration:

- Local Authorities Election Training – Module Two: Nominations, online, attended by Lydia Cielin, Assistant CAO, Jenna Preston, Municipal Clerk and Patti Priest, Legislative Services Clerk.

Communications:

- Protecting Privacy in Alberta Public Bodies: FOIP Privacy Training Program, held online, attended by Evonne Zukiwski, Communications Technician and Patti Priest, Legislative Services Clerk.

Carried.

Committee Task Forces and Boards: Reports

Alberta CARE (Alberta Coordinated Action for Recycling Enterprises)

- Meeting held on December 4, 2020, and addressed in Councillor Gawalko's written report:
 - Tire Program: An additional processor near Calgary. Which will mean increased service for municipalities.
 - Paint Fees: New fees coming for paint containers in October 2021. Currently Albertans pay \$0.10-\$2.00.
 - Electronics: Updated us on the e-pilot program information packages - advertising tool kit and post cards.
 - Used oil Program: Trying to expand it to include DEF, W washer, Antifreeze, and container size from 30L to 50L.
 - HHW Hazardous Household Waste:
 - Alberta Government looking to convert HHW programs to EPR more info on this coming mid - December 2020.

- After December 31, 2020 Swan Hills will no longer be accepting HHW. ARMA is looking for alternate private solutions for HHW.
- Alberta Care conference was in Pincher Creek this fall 78 attended.
- Alberta Care trained 30 people, in HHW. Wheatland County, Vulcan and district community and Beaver Municipal Solutions in Riley AB.
- Art Sawatzky gave an overview of a new waste to energy project/Peace River. 1.6 million Budget. www.prwmc.ca for more information.
- COVID-19 directive attached. Tom Moore reported.
- Overview of stakeholder input into new regulations into hydro-vac waste and facility by Carol Nelson.
- Alberta Government passes an EPR feasibility study to implement an Alberta EPR Program.
- Alberta Care website now has a tab for policies under resource.
- Alberta Care spring seminar is February 24-26 2021 in the town of Stony Plain.
- Alberta Care fall Conference 2021 is in the MD of Bonnyville AB. Pending

Corridor Communications Inc. (CCI) Wireless

- No Report.

Doctor Recruitment and Retention

- Next Meeting at the Call of the Chairperson.

Shannon Stubbs, M.P., Shadow Minister of Public Safety and Emergency Preparedness

246-20: Halisky

That Smoky Lake County acknowledge receipt of the email from Tina Warawa, Executive Assistant, Office of Shannon Stubbs, M.P., Shadow Minister of Public Safety and Emergency Preparedness, dated November 14, 2020, in respect to an update of “no progress” on Dr. Lourens’s immigration status, be filed for information.

Carried.

Evergreen Regional Waste Management Services Commission

- Next Regular and Organizational meeting is scheduled for December 17, 2020.

Family & Community Support Services

- No Report.

Fire and Rescue Liaison Committee

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

Government Liaison Committee

- No Report.

Highway 28/63 Regional Water Services Commission

- Smoky Lake County Councillor Randy Orichowski was once again acclaimed as the Chairperson for the Highway 28/63 Regional Water Services Commission.
- The following appointments were made by resolution at the October 28, 2020, Organizational Meeting for Year 2020-2021:
 - Smoky Lake County as the Commission’s Managing Entity,
 - Mr. Gene Sobolewski, as the Commission Manager,
 - Associated Engineering Alberta Ltd. as the Commission’s engineering consultants,
 - Brownlee LLP as the Commission’s Legal Counsel,
 - JMD Group LLP, as the Commission’s financial auditor, and
 - ATB Financial as the Commission’s financial institution service provider.
- Next meeting is scheduled for December 16, 2020 at 10:00 a.m.

Highway 28/63 Regional Water Services Commission - MOU

247-20: Gawalko

That Smoky Lake County execute the Memorandum of Understanding (MOU) with the Highway 28/63 Regional Water Services Commission for the County to supply information, goods, and services, for a term effect immediately upon execution by both parties, and to remain in effect indefinitely unless duly amended or terminated, with a scheduled of fees payable to Smoky Lake County as follows:

Financial & Administrative Services (CAO, Finance Manager, Finance Clerk & Recording Secretary)	\$6,500.00/month
Utilities Manager	\$65.00/hour
Utilities Serviceman	\$48.00/hour Regular; \$72.00/hour OT
Mileage	Current per km rate of the Commission

Carried.

Joint Health and Safety Committee

- Meeting held on November 19, 2020 and address in Councillor Halisky’s written report:
 - 2 employees trained on ICS 100, 4 employees trained on Winter Ready and 1 employee trained on De Escalating Potential Violent situations.
 - Formal Safety Inspections were conducted at the following locations: Spedden Water Station – area was clean, some water on floor from dehumidifier was cleaned up, the first aid kit was not in line of sight and brought forward, and the fire extinguisher was out of date, Smoky Lake Transfer Site – the small amount of cash kept onsite will no longer be kept on sight, a portable eyewash station is needed and would have to be brought to site each so it does not freeze in winter, and Spedden Landfill – site is organized, secure and labelled, emergency procedures need to be posted with the land location and address.
 - There were 4 incidents reported for the period October 21, 2020 to November 19, 2020:
 - An employee slipped and fell on the Main Office parking lot due to icy conditions, the employee did have a sore back and neck and was seen by a doctor, near miss slip with no injuries on Main Office parking lot due to icy conditions, another near miss slip with no injuries on Main Office parking lot due to icy conditions, and the unit pulling the CNG trailer travelling south on highway 855 struck a deer on the driver’s side front bumper causing \$1,800.00 worth of damage to the vehicle with no personal injuries – better headlights may be required.
 - Everyone in the County Administration and Shop areas are still healthy and no one is off because of COVID. However, all employees must follow the Return to Work Guidelines.
 - Mold Air Quality test is being conducted first week in December in the Main Office due to employees experiencing throat irritation in the office.
 - Ensure your extension cords are in good condition for your vehicles and Christmas lights.
 - Keep your vehicles fueled up and Equip your vehicles with basic winter survival gear such as a flashlight, batteries, blanket, snacks, gloves, boots, first-aid kit, etc.
 - Since the time change, we have less daylight to drive in so please remember to turn your lights on and drive with care.
 - Please continue to drive to the road conditions and report all hazardous road conditions including fallen or leaning trees, missing road signs etc. to County Public Works.
 - Theft in the region continues so please ensure all vehicles/equipment whether County owned or personal are secured etc. and report all suspicious activities to the RCMP immediately.
 - Keep your mind on task at all times, conduct hazard assessments, and report all incidents to help prevent loss.
 - Hunting season is here so please drive with caution, don’t put yourself in harm’s way and report all unlawful/ suspicious activities to the local Fish and Wildlife Office or the Report a Poacher Line.
 - Winter season is upon us so please ensure your vehicles/equipment whether County owned or personal are winter ready and always remove all snow, slush etc. from your windows, lights and mirrors etc.
 - Increased wildlife vehicle collisions occur at this time of year and have already proven that so please drive with caution, learn the high wildlife travelled areas and use more caution through those areas.
 - When using portable heaters in offices, make sure they are place away from flammables and turned off when out of the office.
 - Working on internal safety audit paperwork.
 - Fire drills must be done soon – be prepared.
 - Toolbox meetings were going to start but with the COVID-19 restrictions they have been held off until further notice.
 - Next JH&S Meeting is scheduled for Thursday, December 17/20.

Municipal Planning Commission

- Addressed in the Reeve’s Report.

Northeast Alberta Information HUB

- Meeting held on November 23, 2020 and address in Councillor Halisky's written report:
 - Welcome message delivered by Steve Upham including working with COVID-19 requirements.
 - MLA's were not present.
 - Financial report by Bob Bezpalko in the absence of Jennifer Leroux, with all in good standing.
 - A meeting with Minister Schweitzer and Alberta HUB Chair Steve Upham is taking place on December 1st regarding the value of REDAs.
 - Alice Stewart spoke on the work of Lakeland College to get the attention of the Government of Alberta when it comes to the capability of the college in the diversity of Alberta Ag research.
 - Operations update was given on the Ag, Aerospace, Energy and Tourism sectors.
 - The current state of Broadband development was discussed with the frustration of the Government of Alberta not giving any direction or assistance.
 - A letter of support from Alberta Hub was discussed for the MCSnet Application for Universal Broadband Funding.
 - Greg Harasym and Eric Freisen from Cool Green Solutions gave a presentation on Waste to Energy but have little to few operations in Canada.
 - Next North East Alberta Hub Meeting is Monday January 25th, 2021.

Internet Speed Testing Project

248-20: Halisky

That Smoky Lake County promote on social media, the Internet Performance Test Program launched by Rural Municipalities of Alberta (RMA) in conjunction with the Canadian Internet Registration Agency (CIRA), which measures internet speeds in rural Alberta to collect data to demonstrate the current state of broadband in rural Alberta for the purpose of using the information to drive advocacy for federal funding.

Carried.

North East Muni-Corr. Ltd.

- Meeting held on November 5, 2020.

Northern Lights Library Board

- Addressed in the Reeve's Report.
- Included in this Agenda Package:
 - Minutes: August 21, 2020.
 - Minutes: November 20, 2020.
 - 2020 Alberta Library Trustees Association Memberships.
 - Interim Acting Director's Report: November 2020.
 - Library Manager's Council Report: November 20, 2020.
 - Plan of Service Chair Message.

Policy Committee

- No Report.

R.C.M.P. Liaison Committee

- Meeting held on November 12, 2020 and addressed in Bobocel Gawalko's written report:
 - Sgt. Tina Chan reported on how many officers are in the Smoky Lake Detachment. 3 + Sgt and a reserve coming in for 6 shifts at a time they stay in town. Redwater members are assisting talked about security cameras if you have them learn how to use them. 34 stolen vehicles this year lower then compared to last year. Do not leave keys in vehicles, use the club and, lock-lock-lock.
 - Ed English county peace officer talked about the IHT. He said it has been repaired and signs put up.
 - Scott Franchuk County Fire Chief talked about water and ice rescue for the region and that council is on board with it and government cutting some training grants.
 - Eric from Fish and Wildlife enforcement services reported on ongoing training, helping out with ice and rescue, dealing with trespassing during hunting season. Landowner has to support the charges and the fine is \$600.00.
- Next meeting is scheduled for February 24, 2021.

Regional Community Development Committee (RCDC)

- Addressed in the Reeve's Report.
- Included in this Agenda Package:
 - Regional Community Development Committee (RCDC) September 8, 2020 Action List.

Regional Emergency Management Advisory Committee

- No Report.

Risk-Pro Control Management Committee

Added Named Insured: Minutes:

- Waskatenau Pryveet Dance Club
 - a. Minutes: November 4, 2020.
 - b. Annual Minutes: November 4, 2020.

Smoky Lake Community Daycare Co-operative Committee

- Addressed in the Reeve's Report.

Smoky Lake Community Daycare Co-operative Committee – Micro-Website Request

249-20: Orichowski That Smoky Lake County Council approve action taken in granting the request from the Smoky Lake Community Daycare Co-operative Committee for the County to provide an AllNet basic micro-website through the County's website at no cost to the Co-operative, as per the letter received from Melody Morton, Committee Chair, dated December 2, 2020.

Carried.

Smoky Lake Foundation

- Meeting held on December 9, 2020.
- The next regular board meeting is scheduled for February 18, 2021.

Smoky Lake Region Fire and Rescue Committee

- Address in the Reeve's Report.
- Next regular meeting is scheduled for November 12, 2020, 1:00 p.m.

Smoky Lake Heritage Board

- Included in this agenda package:
- Smoky Lake Heritage Board Minutes: February 12, 2021.

Joint Municipalities Meeting

- No Report.

Smoky Lake Agricultural Society

- Meeting held on November 11, 2020 and addressed in Councillor Halisky's written report:
 - Smoky Lake Agricultural Society facility and highway signs purchased, and installation is in process.
 - Due to having too many keys not accounted for re-keying and setting up a key management system for the facility doors is being looked at.
 - Security cameras are being looked into in conjunction with the security system.
 - Downspout concrete splash guards are being looked at to prevent washouts near facility.
 - Treasurer update was presented with all in good standing.
 - New stove and dishwasher install are near completion.
 - Bingo operations are going okay.
 - CFEP Grant was discussed with having a covered gathering area attached to facility as a possibility.
 - Non - profit grants were submitted.
 - Vending machines are presently being managed by the Ag Society and all seems to be working well.
 - Jody Carrington function was cancelled and is tentatively set up for April 1st, 2021.
 - Fun Casino Night was rebooked for April 17th, 2021.
 - Ag Society members worker bee is taking place to clean up unrequired materials in the facility kitchen.
 - Open Farm Days reimbursement is being followed up with.
 - Next Smoky Lake Agricultural Society Meeting is December 10th, 2020.

Intermunicipal Collaboration Framework (ICF) Committee

- Address in the Reeve's Report.

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

- Next Vilna/ Bellis Citizens on Patrol – C.O.P. Meeting date is to be determined.

Committee Task Force and Board Reports

250-20: Cherniwchan That Smoky Lake County's Committee Task Force and Board Reports presented by Councillors as of December 10, 2020, be accepted for information.

Carried.

6. Correspondence:

Ron Bobocel, Landowner – Thank you

251-20: Orichowski That Smoky Lake County acknowledge receipt of the correspondence received from Ron Bobocel, Landowner, dated October 26, 2020, thanking County Employees for their expertise with a backsloping project adjacent to his property and delivery of sand and gravel.

Carried.

Village of Waskatenau – Culvert Encroachment Range Road 592

252-20: Halisky That Smoky Lake County acknowledge receipt of the correspondence received from Bernice Macyk, Chief Administrative Officer, Village of Waskatenau, dated October 22, 2020, providing the County permission for a Culvert Encroachment at Range Road 592 onto the Village of Waskatenau road Right-of-Way.

Carried.

Alberta Environment and Parks

253-20: Orichowski That Smoky Lake County acknowledge receipt of the correspondence received from Jason Nixon, Minister of Alberta Environment and Parks, dated October 23, 2020, supporting the County's nomination of a portion of the North Saskatchewan River under the Canadian Heritage Rivers System, and announcing Alberta Environment and Parks, as the jurisdictional representative, will make the formal nomination on the County's behalf; and once the nomination is endorsed by the Canadian Heritage Rivers System Board of Directors, the next step is for the County to prepare a nomination document with relevant information and background studies.

Carried.

Village of Vilna

254-20: Cherniwchan That Smoky Lake County acknowledge receipt of the correspondence received from Earla Wagner, Chief Administrative Officer, Village of Vilna, dated October 21, 2020, in regard to the Village Councillor appointments to Boards and Committees as per their Year-2020 Organizational Meeting.

Carried.

Village of Waskatenau

255-20: Gawalko That Smoky Lake County acknowledge receipt of the correspondence received from Bernice Macyk, Chief Administrative Officer, Village of Waskatenau, dated October 2020 in regard to the Village Councillor appointments to Boards and Committees as per their Year-2020 Organizational Meeting.

Carried.

COVID-19 Restrictions

256-20: Orichowski That Smoky Lake County acknowledge receipt of the Government of Alberta publication, dated November 2020, titled: COVID-19 Restrictions, effective November 13, 2020, Understanding Alberta's new temporary public health measures.

Carried.

2021 Prime Minister's Awards

257-20: Halisky That Smoky Lake County advertise for self-nominations, in response to the correspondence received from the Government of Canada, in regard to the Year-2021 Prime Minister's Awards, with a nomination deadline of January 12, 2021.

Carried.

Smoky Lake School of Dance

258-20: Halisky That Smoky Lake County contribute funding in the amount of \$1,500.00 allocated from Grants to Individuals and Organizations, to the Smoky Lake School of Dance, in response to the correspondence received from Cheryl Semeniuk, President, Smoky Lake School of Dance, dated November 9, 2020, requesting financial assistance to help sustain the organization due to the COVID-19 pandemic and loss of Casino fund raising.

Carried.

Alberta Development Officers Association (ADOA)

259-20: Halisky That Smoky Lake County acknowledge receipt of the correspondence received from Jordan Ruegg, Vice President, Education Co-Chair, Alberta Development Officers Association (ADOA), dated October 28, 2020, advising Kyle Schole is the successful recipient of a subsidy award in the amount of \$573.00 from the Alberta Development Officers Association's Year-2020 Education Subsidy Awards.

Carried.

MCSnet

260-20: Lukinuk That Smoky Lake County provide a letter of support to the Innovation, Science and Economic Development (ISED) Canada for MCSnet's application to the ISED Universal Broadband Fund, in response to the correspondence received from Rhonda Lafrance, Marketing Coordinator, MCSnet, dated November 19, 2020; and extend an invitation to MCSnet representatives to attend a future Council meeting as a delegation for an update.

Carried.

Veteran's Memorial Highway Association

261-20: Cherniwchan That Smoky Lake County take no action to the Veteran's Memorial Highway Association, Membership Dues for 2020/2021 invoice dated November 7, 2020, as Smoky Lake County has not been a member since 2017.

Carried.

Thank You's

Addressed through Correspondence.

Information Releases

262-20: Gawalko That following correspondence released to Smoky Lake County Council in accordance with Policy Statement No. 01-28-01: Regular County Council Meeting: Issues for Information and Information Releases, for the month of November 2020, be filed for information or acknowledged as follows:

- R69-20 - RMA Contact Newsletter, November 6, 2020 - *be filed for information,*
- R70-20 - RMA Contact Newsletter, November 6, 2020 - *be filed for information,*
- R71-20 - Norine Ambrose, Executive Director, Alberta Riparian Habitat Management Society "Cows and Fish", November 17, 2020, Letter of Support for the County's Nomination of the North Saskatchewan River, Canadian Heritage River System Designation - *acknowledge receipt,*

8. Executive Session:

Dangerous and Unsightly Property

265-20: Gawalko That Smoky Lake County go into Executive Session to discuss a Legal Land Issue in regard to a dangerous and unsightly property, under the authority of the FOIP Section 27: Privileged Information, time 4:21 p.m.

Carried.

266-20: Orichowski That Smoky Lake County go out of Executive Session, time 4:44 p.m.

Carried.

ADJOURNMENT:

267-20: Orichowski That the Smoky Lake County Council Meeting of December 10, 2020, be adjourned, time 4:44 p.m..

REEVE

S E A L

CHIEF ADMINISTRATIVE OFFICER