

SMOKY LAKE COUNTY

Minutes of the **County Council Meeting** held on Thursday, **May 27, 2021** 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, May 27, 2021</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
Plan/Dev Manager	Jordan Ruegg	Virtually Present
Plan/Dev Assistant	Kyle Schole	Virtually Present

Observers in Attendance Upon Call to Order:

Natural Gas Manager	Daniel Moric	Virtually Present
GIS	Carole Dowhaniuk	Virtually Present
Communications Tech.	Evonne Zukiwski	Absent
CEDO	Michelle Wright	Virtually Present
Media	Smoky Lake Signal	Virtually Present
Media	Redwater Review	Absent
Public	No Members Present	N//A

2. Agenda:

765-21: Cherniwchan That the Smoky Lake County Council Meeting Agenda for Thursday, May 27, 2021, be adopted, as amended:

Additions to the Agenda:

1. Smoky Lake County Weed/Pest Inspector Appointments.
2. 2021 Municipal Accountability Program (MAP) Review.
3. Letter from Municipal Affairs dated May 21, 2021 – Re: First Nations Senate and Referenda Initiative.
4. Regional Fire Services Study - Transitional Solutions Inc.
5. Executive Session: Land & Legal Issue: Offer to Purchase Land under FOIP Section 27: Privileged Information.

Carried Unanimously.

3. Minutes:

Minutes of April 15, 2021 – County Council Committee of the Whole – Planning Meeting

766-21: Halisky That the minutes of the **Smoky Lake County Council Committee of the Whole for the Purpose of Planning Meeting**, held on Thursday, April 15, 2021, be adopted as presented.

Carried.

Minutes of April 16, 2021 – County Council Budget Meeting

767-21: Gawalko That the minutes of the **Smoky Lake County Council Budget Meeting** held on Friday, April 16, 2021, be adopted as presented.

Carried.

Minutes of April 23, 2021 – Special County Council Meeting

768-21: Orichowski That the minutes of the **Smoky Lake County Council Special Meeting** held on Friday, April 23, 2021, be adopted as presented.

Carried

Minutes of April 23, 2021 – County Council Committee of the Whole - Planning Meeting

769-21: Cherniwchan That the minutes of the **Smoky Lake County Council Committee of the Whole for the Purpose of Planning Meeting**, held on Friday, April 23, 2021, be adopted as presented.

Carried.

Minutes of April 27, 2021 – County Council Departmental Operations Meeting

770-21: Gawalko That the minutes of the **Smoky Lake County Council Departmental Operations Meeting** held on Tuesday, April 27, 2021, be adopted as presented.

Carried.

Minutes of April 28, 2021 – County Council Budget Meeting

771-21: Halisky That the minutes of the **Smoky Lake County Council Budget Meeting** held on Wednesday, April 28, 2021, be adopted as presented.

Carried.

Minutes of April 29, 2021 – County Council Meeting

772-21: Orichowski That the minutes of the **Smoky Lake County Council Regular Meeting** held on Thursday, April 29, 2021, be adopted as presented.

Carried.

Minutes of May 4, 2021 – County Council Committee of the Whole – Administration

773-21: Halisky That the minutes of the **Smoky Lake County Council Committee of the Whole for the Purpose of Administration Meeting**, held on Tuesday, May 4, 2021, be adopted as presented.

Carried.

Minutes of May 4, 2021 – Special County Council Meeting

774-21: Gawalko That the minutes of the **Smoky Lake County Council Special Meeting** held on Tuesday, May 4, 2021, be adopted as presented.

Carried

4. Request for Decision:

Letter of Support for the Royal Canadian Mounted Police (RCMP)

775-21: Halisky That Smoky Lake County submit a letter from the Reeve, on behalf of Council, to the Minister of Justice and Solicitor General, conveying the County's support for retaining the Royal Canadian Mounted Police (RCMP) in Alberta rather than replacing the RCMP with an Alberta Provincial Police Service (APPS); and provide a copy of the letter to Glenn van Dijken – MLA for Athabasca-Barrhead-Westlock, and all members of Rural Municipalities of Alberta (RMA) and Alberta Urban Municipalities Association (AUMA), as well as to the Alberta Premier: Honourable Jason Kenny and the Minister of Transportation & Deputy House Leader: Honourable Ric McIver.

Carried.

Canadian Heritage Rivers System (CHRS) North Saskatchewan River Nomination Update

776-21: Halisky

That Smoky Lake County accept the update as of May 27, 2021, in respect to North Saskatchewan Heritage River Project: to nominate 818km of the North Saskatchewan River across Alberta as a Heritage River under the Canadian Heritage Rivers System (CHRS), and the 'What We Heard Report' outlining the results of public engagement through a webinar and online survey seeking public input for support of the said project; and acknowledge the nomination process is on-track and anticipated to be completed ahead of the October 2021 CHRS Board Meeting followed by a collaborative Management Plan to complete the Designation subsequently in 2022.

Carried.

Canadian Heritage Rivers System (CHRS) North Saskatchewan River Nomination

777-21: Gawalko

That Smoky Lake County Reeve submit a letter, on behalf of Council, to the Lieutenant Governor of Alberta, Her Honour, the Honourable Salma Lakhani, AOE B.Sc., to extend an invitation for her to officiate a future Nomination Ceremony, which is to be coordinated with the Canadian Heritage Rivers System (CHRS) Board, the Province of Alberta, and Federal Government; and coordinate planning of said event with the Offices of Alberta Minister Nixon of Environment and Parks (AEP), Minister Wilkinson of Environment and Climate Change Canada (ECCC), Alberta Senator Paula Simons, Member of Parliament Shannon Stubbs, and other NSR municipalities, MLAs, MPs, and Indigenous communities.

Carried.

Canadian Heritage Rivers System (CHRS) North Saskatchewan River Nomination

778-21: Orichowski

That Smoky Lake County Reeve submit a letter to the Reeve of Brazeau County, to encourage the municipality to join Smoky Lake County along with over 60 communities in supporting the North Saskatchewan Heritage River Project: to nominate 818km of the North Saskatchewan River across Alberta as a Heritage River under the Canadian Heritage Rivers System (CHRS).

Carried.

Proposed Public Participation Plan: Hamlet Chickens, Dark Skies, Temporary RVs

779-21: Orichowski

That Smoky Lake County implement the Public Participation Plan, in accordance with Policy Statement No. 01-51: Public Participation, for proposed amendments to the Land Use Bylaw relating to: Hamlet Chickens, Dark Skies, and Temporary RVs at Lake-lots, to obtain a 'What We Heard' report answering the following questions which will be brought forward to a future Council Meeting, including but not limit to:

- 1) Should the Hamlet General areas be permitted to keep a limited number of chickens?
- 2) Should the County pursue Dark Sky designated status, what considerations should made? Should the entire County be nominated, or a portion?
- 3) How should the County handle temporary visiting RVs at lake-lots?


Carried.

Policy Statement No: 01-53-01: Treaty 6 and Indigenous Acknowledgement

780-21: Halisky

That Smoky Lake County adopt Policy Statement No. 01-53-01: Treaty 6 and Indigenous Acknowledgement; and the Reeve, on behalf of Council, invite the Metis Nation of Alberta (MNA) and Treaty 6 Confederacy of First Nations to a flag raising/installation ceremony, pending COVID:

Title: Treaty 6 and Indigenous Acknowledgement	Policy No: 53-01
Section: 01	Code: P-I
	Page No.: 1 of 3
Legislative Reference: Alberta Provincial Statutes and Statutes of Canada	
Purpose:	The purpose of this policy is to provide guidelines for Treaty 6 and Indigenous Acknowledgement.
Policy Statement and Guidelines:	
1. STATEMENT:	
1.1 Smoky Lake County acknowledges that we are located on Treaty 6 territory and Zone 2 of the Métis Nation of Alberta. We benefit from calling this place home, and acknowledge the contributions of First Nations, the Métis Nation, and settlers from around the world in the County's founding and growth. We respect these histories, languages, and cultures, which continue to enrich our vibrant community.	
2. DEFINITIONS:	
2.1 "Constitution of Canada" includes the <i>British North America Act, 1867</i> ; the <i>Statute of Westminster, 1931</i> (to the extent that it applies to Canada); the <i>Constitution Act, 1982</i> ; any amendments to these acts; and the acts and orders that brought new provinces and territories into the Canadian federation. The Constitution is Canada's supreme law, overriding any other laws that are inconsistent with it.	
2.2 "Treaty Six" was signed by Crown representatives and Cree, Assiniboine and Ojibwa leaders on 23 August 1876 at Fort Carlton, Saskatchewan, and on 9 September 1876 at Fort Pitt, Saskatchewan, with subsequent adhesions. The treaty boundaries generally extend across central portions of present-day Alberta and Saskatchewan.	
2.3 "Aboriginal" refers to the first inhabitants of the land we now call Canada. "Aboriginal" was popularized due to its use in the 1982 Constitution Act, but more recently has been replaced as the most respectful option by "Indigenous."	
2.4 "Doctrine of Discovery" means a belief that "discovering" nations legalized conquest, the appropriation of land, and the annihilation of cultures. Beginning in the mid-fifteenth century, the Doctrine of Discovery became the basis of colonization by Spain, Portugal, and England of many lands including North America. It provided the basis of agreements between competing European nations for land not yet inhabited by them, identifying such lands as free for the taking. ¹	
2.5 "First Nations" is a term used to describe Aboriginal peoples of Canada who are ethnically neither Métis nor Inuit. ²	
2.6 "Indigenous": A synonym for "Aboriginal." The term "Indigenous" is more commonly used by global organizations, such as the UN, "to refer to peoples with histories of settlement and connection to specific lands who have been adversely affected by industrialism, displacement, and settlement of their traditional territories by others." ³	

Title: Treaty 6 and Indigenous Acknowledgement	Policy No: 53-01
Section: 01	Code: P-I
	Page No.: 2 of 3
Policy Statement and Guidelines:	
2.7 "Indian" is now generally understood to be antiquated but is still included in the Constitution Act. This word should not be used by non-Indigenous people. It has been replaced by the term "First Nations." ⁴	
2.8 "Inuit" means an Indigenous People living primarily in northern Canada.	
2.9 "Metis" means a distinct Indigenous People with their own unique culture, traditions, language, way of life, and nationhood. They are differentiated from First Nations due to the specific nature of their history and subsequent identity.	
2.10 "Terra Nullius" means land that is legally deemed to be unoccupied or uninhabited. In Latin it literally means "land belonging to no one." ⁵	
<p>¹ United Church of Canada, "Doctrine of Discovery," accessed February 23, 2021, https://united-church.ca/socialaction/justice-initiatives/reconciliation-and-indigenous-justice/doctrine-discovery</p> <p>² Indigenous Foundations, "Terminology," accessed February 23, 2021, https://indigenousfoundations.arts.ubc.ca/terminology/</p> <p>³ Indigenous Foundations, "Terminology."</p> <p>⁴ Indigenous Foundations, "Terminology."</p> <p>⁵ Oxford Lexico, "terra nullius," accessed February 23, 2021, https://en.oxforddictionaries.com/definition/terrannullius</p>	
3. GUIDELINES	
3.1 Smoky Lake County will seek to cultivate good and positive relations, and increased understanding with Indigenous communities and peoples.	
3.2 The Treaty 6 (left) and Métis Nation (right) flags shall be permanently placed alongside the flags of the Smoky Lake County, the Province of Alberta, and the Canadian Flag, in the Smoky Lake County Council Chambers.	
	
3.3 Following each municipal election, the Council Orientation will include information about the significance of Treaty 6 and Indigenous communities.	
3.4 The County will maintain a page on its municipal website acknowledging Treaty 6, and the Smoky Lake placename.	

Title: Treaty 6 and Indigenous Acknowledgement	Policy No: 53-01
Section: 01	Code: P-I
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Policy Statement and Guidelines:									
<p>4. PLACE NAME:</p> <p>4.1 Harrison, Tracey., Place names of Alberta, Volume II, Central Alberta (1996). offers the following entry for Smoky Lake (the lake, proper):</p> <p><i>"Approximately 10 km west of Smoky Lake. The name for this lake is a translation of the Cree name kaskapatau sakahigan. According to legend, Smoky Lake was named by the [First Nations] for a smoke-like vapour which rose from the lake, obscuring the opposite shore. Alexander Henry the younger, in his journal date 10 July 1810, mentions this feature as "Lac qui Fume," or "the lake who smokes.""</i></p> <p>4.2 Translations:</p> <table border="1"> <tr> <td>Cree</td> <td>ᑭᓴᑭᓱᓂ ᓴᑭᓂᓴᑭᓂᓂ (kaskapatau sakahigan)</td> </tr> <tr> <td>Ukrainian</td> <td>Озеро Димне (Ozero Dymne)</td> </tr> <tr> <td>French</td> <td>Lac qui Fume</td> </tr> <tr> <td>English</td> <td>Smoky Lake</td> </tr> </table> <p>4.3 Statement:</p> <p>ᑭᓴᑭᓱᓂ ᓴᑭᓂᓴᑭᓂᓂ (kaskapatau sakahigan) / Озеро Димне (Ozero Dymne) / Lac qui Fume / Smoky Lake, Located on Treaty 6 Territory, and Homeland of the Métis Nation</p>		Cree	ᑭᓴᑭᓱᓂ ᓴᑭᓂᓴᑭᓂᓂ (kaskapatau sakahigan)	Ukrainian	Озеро Димне (Ozero Dymne)	French	Lac qui Fume	English	Smoky Lake
Cree	ᑭᓴᑭᓱᓂ ᓴᑭᓂᓴᑭᓂᓂ (kaskapatau sakahigan)								
Ukrainian	Озеро Димне (Ozero Dymne)								
French	Lac qui Fume								
English	Smoky Lake								

Carried.

Encroachment Agreement – County Road Allowance (Willow Road) Mons Lake

781-21: Cherniwchan That Smoky Lake County execute an Encroachment Agreement with James and Colette Packard, owners of the lands legally described as 8023098, Block 1, Lot 12, (Mons Lake Estates – Mons Lake) to allow the existing deck to encroach upon the County road allowance (Willow Road) and register the said Encroachment Agreement on the land title of the described lands.

Carried.

Delegation: Richard Kimmitt - Developer, virtually joined the meeting, time 9:57 a.m.

Delegation: Kristi Beunder - Planning Consultant, virtually joined the meeting, time 9:58 a.m.

7. Delegation:

Developers: Richard Kimmitt, Developer and Kristi Beunder, Planning Consultant

Virtually Present before Council was Richard Kimmitt - Developer and Kristi Beunder - Planning Consultant, from 10:05 a.m. to 10:43 a.m., to present and seek interest for a development proposal of an RV Resort and Family Campground within Smoky Lake County, and requested the information be discussed in Executive Session under the authority of the FOIP Section 16: Third Party Business Interests.

8. Executive Session:

RV Resort & Family Campground Proposal - FOIP Section 27: Privileged Information

782-21: Gawalko That Smoky Lake County Council go into Executive Session to discuss a Legal Land Issue in regard to an RV Resort and Family Campground proposal, under the authority of the FOIP Section 16: Third Party Business Interests, in the presence of all Council, Chief Administrative Officer, Assistant Chief Administrative Officer, Finance Manager, Planning & Development Manager, Planning & Development Assistant, Legislative Services Clerk, Community Economic Development Officer, and Delegations: Richard Kimmitt - Developer and Kristi Beunder - Planning Consultant, time 10:05 a.m..

Carried.

Delegations: Richard Kimmitt - Developer and Kristi Beunder - Planning Consultant, virtually left the meeting, time 10:43 a.m.

783-21: Cherniwchan That Smoky Lake County Council go out of Executive Session, time 11:01 a.m..

Carried.

One member of the Public virtually joined the meeting, time 11:17 a.m.

2021 General Municipal Election Voting Stations

784-21: Gawalko That Smoky Lake County approve for the following Voting Stations to be established in each Division, as designated by the Chief Returning Officer, Michelle Wright, for Smoky Lake County's 2021 General Municipal Election, scheduled for Monday, October 18, 2021:

Division One

Spedden National Hall, 5002 - 49 Street, Spedden
Vilna Cultural Centre, 5431 - 50 Street, Vilna

Division Two

Stry 75th Anniversary Hall, 13304 Twp Rd 584
Dickiebush Church Hall, 58444 Rge Rd 152

Division Three

Warspite Community Hall, 4913 - 51 Avenue, Warspite
Smoky Lake Curling Club, 45 White Earth Street, Smoky Lake

Division Four

Bellis Ukrainian Rec. Cultural Centre, 4956 50 Street, Bellis
Smoky Lake Curling Club, 45 White Earth Street, Smoky Lake

Division Five

Waskatenau Community Centre, 5104 - 50 Street, Waskatenau
Smoky Lake Curling Club, 45 White Earth Street, Smoky Lake.

Carried.

2021 General Municipal Election Advance Vote Poll

785-21: Halisky That Smoky Lake County's Advance Vote Poll for the 2021 General Election be held on two dates prior to October 18, 2021 as chosen by the Returning Officer, with one date being on a weekday and the other date being on a Saturday; and the Voting Station for the Advance Poll be established at the Smoky Lake County Administration Office located at 4612 McDougall Drive in the Town of Smoky Lake.

Carried.

Policy Statement No. 01-28-02: Council – Request for Information

786-21: Cherniwchan That Smoky Lake County Policy Statement No. 01-28-02: Council – Request for Information, be amended:

Title: Council - Request for Information	Policy No.: 28-02
Section: 01	Code: P-R
Page No.: 1 of 5	

Legislation Reference:	Alberta Provincial Statutes
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Purpose:	To provide a protocol for Council requesting information from Administration as well as for Administration releasing information to Council.
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Policy Statement and Guidelines:	
1. STATEMENT:	
1.1	In compliance with legislative requirements, in accordance with the <i>Municipal Government Act</i> , any information provided to a member of Council must be provided to all members of Council in a consistent manner from Administration regarding the operation or administration of the County.
2. DEFINITIONS:	
2.1	Formal Information Request: means a request for information relating to County business that is posed to Administration by Council or a Councillor during a meeting of Council, also known as when a "Point of Information" is raised, as per <i>County's Procedural Bylaw</i> .
2.2	Informal Information Request: means a request for information relating to County business inquiries on routine County operations or tasks, that is posed to Administration through any process other than a Formal Information Request.
3. OBJECTIVES:	
3.1	To provide acceptable information "Request and Release" guidelines for Council and Administration in reference to as part of promoting good governance of ongoing communication.
3.2	To support Council in balancing the right to request/receive information while upholding the duty to inform all members of Council of Requests for Information.
3.3	To outline the process for releasing correspondence "as information" to Council that is considered a corporate record which require Council action prior to a County Council meeting.

Title: Council - Request for Information	Policy No.: 28-02
Section: 01	Code: P-R
Page No.: 2 of 5	

Policy Statement and Guidelines:	
4. GUIDELINES:	
4.1	Formal Information Requests will be handled through the procedures outlined in the Council's Procedural Bylaw.
4.2	While not all interactions between the Council and the Chief Administrative Officer (CAO) need to be formalized, it may be helpful to agree on some basic protocols in terms of keeping Council members informed of issues or replying to an inquiry by a method of <u>Informal Information Requests</u> as a member of Council may, from time to time, require advice or assistance regarding status on County operations from the CAO or Department Manager to enable them to effectively carry out their responsibilities.
4.3	These guidelines provide for an opportunity for members of Council to request information and bring attention to issues as well as for handling of external correspondence received by the County and released to inform Council members.
	Request for Information: Requests
4.4	A member of Council who initiates a Request for Information on an issue they are concerned about will complete the process in an electronic format by sending an email to " Requests " (requests@smokylakecounty.ab.ca). This is an email group consisting of all Council, the Chief Administrative Officer or designate, and may include other relevant personnel. The requesting Councillor may also add a "Cc" of the email to the appropriate Department Manager who may be undertaking the necessary action to the request. This process addresses the way all Councillors are advised for the Request for Information.
4.5	All Request for information <u>must</u> be initiated through the process of emailing the " <u>Requests</u> " email. Deviation from this policy such as requesting information separately by individual email or verbally, will <u>not</u> be acknowledged and administration is not obligated to comply with the request.
	Release of Information: Correspondence:
4.6	Correspondence addressed to Reeve and Members of Council shall be considered a corporate record, in the event that an item of correspondence requiring Council direction dealing with invitations to events, activities and/or information reports, cannot be addressed prior to a Council Meeting, the information will be circulated electronically to all members of Council and may also be distributed through paper copies, upon request.

Title: Council - Request for Information	Policy No.: 28-02
Section: 01	Code: P-R
Page No.: 3 of 5	

Policy Statement and Guidelines:

4.7 The only restriction to a Release of Information is items withheld under the FOIP "Freedom of Information and Protection of Privacy Act".

5. PROCEDURES:

Request for Information: Requests

5.1 The Chief Administrative Officer or the relevant Department Manager will respond to the "Requests" email, as soon as practicable, indicating what action was or will be taken.

5.1.1 Responses to Council Request for Information posed outside of normal business hours shall be expected no earlier than the next business day unless circumstances warrant otherwise by the CAO or Department Manager.

5.1.2 Any Council Request for Information that requires management to compile information that is not readily available or easily retrievable : e.g., historical reporting/records or information not yet produced) shall be expected in realistic amount of time as defined by the CAO.

5.2 When the Requested for Information and the response is sent to the "Requests" email, the relevant personnel included in the "requests" email group will record the information on a spreadsheet entitled: "**Council Requests for Information**" to document the date, division, department, location, and the action taken to track the number of requests and date of completion, as follows:

COUNCIL REQUESTS FOR INFORMATION							
YEAR 2021							
#	Date	Division	Department	Request	Location /Area	Action Taken	

Title: Council - Request for Information	Policy No.: 28-02
Section: 01	Code: P-R
Page No.: 4 of 5	

Policy Statement and Guidelines:


5.3 The spreadsheet chart entitled: **Council Requests for Information** will be placed on the Agenda for the County Council Departmental Operations Meeting by Administration to provide Council with a summary of all actions taken to date on the Requests for Information and to acknowledge receipt of such.

Release of Information: Correspondence:

5.4 For any external correspondence received to the County Office that require Council attention prior to a Council Meeting, as determined by administration; the correspondence will be labeled with the letter "R" (representing "Release for Information") followed by a sequential number to indicate the order that the correspondence was received and released for the purpose of providing timely distribution of the correspondence for awareness and/or action that is time sensitive.

5.5 The correspondence distributed by a Release of Information will be circulated by email to each Council member and distributed by paper-copy, upon request, into the individual Councillor mailbox at the County Office.

5.6 Upon release, the correspondence will be documented on a Monthly Calendar, entitled "**Monthly Release of Information**", to record the date that the "R" assigned numbered correspondence was distributed in the following format:

Monthly Release of Information							
MAY 2021							
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Release for Information #
					1	2	R-1: Description R-2: Description
3	4 R-1	5	6	7	8	9	
10	11	12	13	14	15	16	
17	18	19	20	21	22	23	
24	25	26	27	28	29	30	

5.7 The Monthly Release of Information Calendar highlighting the **Release for Information #** will be listed on the Agenda for County Council Meetings. The correspondence distributed previously will not be included in the agenda packages. Any recommendation(s) that may be required to address the information released, will be provided in the agenda.

Title: Council - Request for Information	Policy No.: 28-02
Section: 01	Code: P-R
Page No.: 5 of 5	

Policy Statement and Guidelines:	
5.8	At the meetings of Council, receipt of the calendar entitled “ Monthly Release of Information ”, shall be acknowledged through a resolution of Council and the correspondence shall be inventoried, retained and tracked as a corporate record, pursuant to the County’s <i>Bylaw on the Procedures for the Retention and Disposal of County Records</i> .

Carried.

Policy Statement No. 03-25-11: Sale of Gravel or Sand

787-21: Orichowski

That Smoky Lake County Policy Statement No. 03-25-11: Sale of Gravel or Sand, be amended:

Title: Sale of Gravel or Sand	Policy No.: 25-11
Section: 03	Code: P-I
Page No.: 1 of 5	
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Legislation Reference:	Alberta Provincial Statutes
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Purpose:	To provide a guideline and protocol for the sale of Municipal Gravel or Sand Material.
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Policy Statement and Guidelines:	
1. STATEMENT:	
1.1	The County retains aggregate material for the purpose of supporting road construction or maintenance activities and will provide the opportunity, as a service to its residents, to sell gravel or sand material within the boundaries of Smoky Lake County to its’ residents.
2. DEFINITIONS:	
2.1	“ Aggregate Material ” means a collection of granular material, such as gravel and reject sand.
2.2	“ Aggregate Ticket ” describes one Tandem Load of aggregate material delivered by a County Gravel Truck.
2.3	“ Tandem Load ”: describes an average load of not less than 10 Tonne.
2.4	“ Others ”: describes a customer purchasing aggregate for use within the Smoky Lake Region who is not a County Ratepayer.
3. OBJECTIVE:	
3.1	The County may sell per resident household customer up to 10 Aggregate Tickets or up to a maximum total weight of no greater than 120 Tonnes of Gravel and/or Sand material per year at the current commodity price to be used within the Smoky Lake County boundaries.
3.2	The County, in selling this material, does so without warranty and may, at its sole discretion, decide to retain (or not sell) aggregate dependent upon its availability to sustain an adequate supply, as determined by the Public Works Manager or designate, for supporting County operations.
3.3	The County may allow the sale of aggregate from its aggregate pits located at NW-02-61-18-W4 at the White Earth Creek Gravel Pit and from any County leased aggregate pits; however, these sales will occur in accordance with the guidelines and procedures outlined within this Policy.
3.4	County projects requiring gravel and/or sand hauling will receive priority over any sale deliveries.

Title: Sale of Gravel or Sand		Policy No.: 25-11	
Section: 03	Code: P-I	Page No.: 2 of 5	E

Policy Statement and Guidelines:			
4. GUIDELINES:			
SALE OF GRAVEL OR SAND:			
4.1	The rate for the sale of gravel or sand is at the current commodity price which includes costs of crushing, reclamation, loading, hauling, and royalty, as applicable:		
GRAVEL			
	Ratepayers	Others	
Royalty	\$ 5.00	\$ 6.00	
Crushing Cost	\$12.00	\$12.00	
Reclamation	\$ 2.00	\$ 2.00	
Loading	\$ 0.00	\$ 2.00	
Hauling	\$15.00	N/A	
TOTAL Per Tonne	\$34.00	\$ 22.00	
SAND			
	Ratepayers	Others	
Royalty	\$ 1.00	\$ 3.00	
Reclamation	\$ 2.00	\$ 2.00	
Loading	\$ 0.00	\$ 2.00	
Hauling	\$ 15.00	N/A	
TOTAL Per Tonne	\$18.00	\$ 7.00	
4.2	The County permits the sale of gravel and/or sand in bulk hauled by County equipment. Aggregate Tickets are nontransferable and for personal use only, one Aggregate Ticket represents one tandem load; partial loads delivered by the County are not permitted.		
4.3	The County may sell up to twice the annual allowable amount (as per section 3.1) of material, at the discretion of the Public Works Manager or designate, to a resident household customer for a special project. However, any amounts delivered above 120 Tonnes per customer, per year, shall be sold at the current commodity price plus an additional 30%.		
4.4	Larger quantities of material greater than 240 Tonnes purchased by others within the Smoky Lake County boundaries requires a decision from the Chief Administrative Officer or designate or by motion of Council; and any amounts delivered above 120 Tonnes per customer, per year, shall be sold at the current commodity price plus an additional 30%.		
4.5	Aggregate will not be sold for commercial re-sale, or to any commercial enterprise, unless approved by motion of Council in response to a formal written request.		
4.6	The County reserves the right to refuse delivery of aggregate to any resident customer if the delivery location is deemed unsafe or difficult to access. A pre-inspection may be necessary by the Public Works Manager or designate to ensure the delivery location is free of obstructions and safe for County crews and equipment to work.		

Title: Sale of Gravel or Sand		Policy No.: 25-11	
Section: 03	Code: P-I	Page No.: 3 of 5	E

Policy Statement and Guidelines:			
PURCHASE OF GRAVEL:			
4.7	Upon completion of Schedule "A": Pre-Authorized Aggregate Request Form , a "Aggregate Ticket" will be issued as a Receipt for Payment made. Each load of aggregate requires a separate Aggregate Ticket.		
4.8	Aggregate Ticket payments must be received in full prior to aggregate delivery and made in person at the Public Works Office located at 5004 50 Street, Smoky Lake, between 8:00 a.m. and 4:00 p.m., Monday to Friday (excluding Statutory Holidays). Proof of identity and County land ownership is required at the time of purchase, e.g., driver's license or government issued photo identification along with a property tax notice, land title or utility bill.		
4.9	Aggregate Tickets should be used by October 31st of each year; all unused Aggregate Tickets will be automatically refunded to the purchaser by November 30th.		
4.10	Residents have the option to have each load of the aggregate stockpiled or spread at one delivery location on the resident's property. Residents must ensure the delivery location is free from obstructions and is safe for County crews and equipment to work.		
AGGREGATE PICK-UP SERVICE:			
4.11.	Smoky Lake County may allow a two-day per week schedule of Tuesday and Thursday, between 9:00 a.m. and 3:00 p.m., beginning June 1 st to September 30 th of each year for Private/Public Gravel Haulers' gravel pick up service at White Earth Creek Gravel Pit, located on lands legally described as NW-02-61-18-W4.		
4.12	Aggregate Ticket payments must be received in full prior to aggregate pick up and made in person at the Public Works Office located at 5004 50 Street, Smoky Lake, between 8:00 a.m. and 4:00 p.m., Monday to Friday (excluding Statutory Holidays). Proof of identity and County land ownership is required at the time of purchase, e.g., driver's license or government issued photo identification along with a property tax notice, land title or utility bill.		
4.13	Aggregate Tickets for smaller volumes of aggregate material to be loaded onto resident's pick-up trucks or small trailers may be permitted.		
4.14	All loading of aggregate material shall be done solely by Smoky Lake County and the County reserves the right to refuse loading if the load appears unsecured or unsafe.		
5. PROCEDURES:			
5.1	Schedule "A": Pre-Authorized Aggregate Request Form must be completed in its entirety.		
5.2	All requests for aggregate material must be handled through the Public Works Office to determine the current commodity cost, to allow for recordkeeping and numbering of Aggregate Tickets (as outlined in section 5.5), and for the purpose of obtaining a signature as a statement from the purchaser acknowledging this Policy and execution of a hold harmless agreement.		

Title: Sale of Gravel or Sand	Policy No.: 25-11
Section: 03	Code: P-I Page No.: 4 of 5 E

Policy Statement and Guidelines:

5.3 The bottom portion of the Pre-Authorized Aggregate Request form is the **Aggregate Ticket** and is to be provided to the purchaser as a Receipt of proper verification of aggregate purchased.

5.4 The top portion of the Pre-Authorized Aggregate Request form shall be submitted to the Public Works Aggregate Shack for operational purposes to schedule aggregate delivery or as notification of a pick-up service.

5.5 For the purpose of tracking the annual aggregate sales, Aggregate Tickets shall be numbered with a prefix of one letter to indicate the type of aggregate material followed by a two digit number indicating the year that the ticket was sold, and then followed by a three digit sequential tracking number, for example, in Year-2020, the tickets numbers would start and continue as follows:
G20-001, G20-002, G20-003, G20-004, and so on, for Gravel, and
S20-001, S20-002, S20-003, S20-004, and so on, for Sand.

5.6 During aggregate deliveries, the County hauler will have the discretion to determine if conditions permit the aggregate to be spread, if requested, and if the delivery location is difficult to access or other safety concerns are present, the County will deliver the aggregate in a pile and will not spread the aggregate.

Section 03 **Policy 25-11**

SMOKY LAKE COUNTY **SCHEDULE "A"**



P.O. Box 310 Smoky Lake, Alberta T0A 3C0
Phone: 780-656-3730 / 1-888-656-3730
www.smokylakecounty.ab.ca

PRE-AUTHORIZED AGGREGATE REQUEST FORM

AGGREGATE TICKET No. _____ **DATE ISSUED:** _____

The Resident/Customer desires to purchase aggregate material from the County for personal use and shall do so on a pre-paid basis. The County may sell on an annual basis a maximum of 120 Tonnes or a total of 10 Tickets per resident household. The County only sells aggregate in bulk and partial loads are not permitted for delivery by the County. One Aggregate Ticket represents one load of aggregate. Tickets are for personal use and are nontransferable. All loading of aggregate shall be done by Smoky Lake County.

Method for Delivery: <input type="checkbox"/> DELIVERY SERVICE <input type="checkbox"/> PICK-UP SERVICE	Customer has Provided Proof of: <input type="checkbox"/> IDENTITY & COUNTY LANDOWNERSHIP
---	--

This Request Pre-Authorizes: _____
(Print Resident/Customer Name)

Mailing Address: _____
(P.O. Box Number) (City or Town) (Postal Code)

Phone: _____ Cellular: _____ Division No. : _____

Legal Land Description: _____ W4 Rural/Residential Address: _____
Quarter Section Township Range

TYPE OF GRAVEL	AMOUNT	PRICE	TYPE OF PAYMENT	DELIVERY INSTRUCTIONS
<input type="checkbox"/> ¾"	Tonnes	\$ _____	<input type="checkbox"/> Cash	<input type="checkbox"/> Stockpile
<input type="checkbox"/> 1"			<input type="checkbox"/> Cheque	<input type="checkbox"/> Spread
<input type="checkbox"/> 1 ½"			<input type="checkbox"/> Debit	
<input type="checkbox"/> Reject Sand				

Permission to Enter and Hold Harmless:
The Resident hereby grants permission to Smoky Lake County, its employees to enter with the necessary equipment, machinery onto the said lands and also shall indemnify and hold harmless as blameless, the County, its Councillors, directors, officers, employees, agents and representatives and each of them from and against, any and all liabilities, claims, suits or actions, costs, damages and expenses (and without limiting the generality of the foregoing, any direct or indirect losses, costs, damages and expenses of the County or such individuals including costs as between solicitor and client) which may be brought or made against the County or such individual arising from the operation and/or use of the said equipment, machinery on the said lands.

The Resident acknowledges that he/she has read **Policy Statement No. 03-25-11: Sale of Gravel or Sand**, and for the good and valuable consideration, the adequacy and receipt of such, do hereby agree to the guidelines set forth in the **Policy** and in **Schedule "A"** and understand it and agree to comply with all the provisions as set forth by **Smoky Lake County**.

(Signature of Resident/Customer) _____
(Date)

Office Use Only
REQUEST TAKEN BY: (print name) _____

.....cut along the dotted line and provide bottom portion to customer.....

Aggregate Ticket for Aggregate RECEIPT ONLY Issued by SMOKY LAKE COUNTY TICKET NUMBER: _____	 Customer Name: _____ <small>(print name)</small> Ticket Valid for: <input type="checkbox"/> One Delivered Tandem Load (approx. 10 Tonnes) OR <input type="checkbox"/> Pick-up of _____ Tonnes OF <input type="checkbox"/> Gravel OR <input type="checkbox"/> Sand Date Issued: _____
--	--

Carried.

Speed Limit Amendment at Highway 28 and 831 Roundabout

788-21: Lukinuk

That Smoky Lake County support Alberta Transportation’s proposed amendment to the speed limit for the newly constructed roundabout at the intersection of Highway 28 and 831 near Waskatenau, from the current 80km/h to 70km/h then to 40km/h for the purpose of facilitating safe and effective operation of the roundabout, as per the letter received from Jeff Zhang, Construction Manager, Alberta Transportation, dated April 29, 2021, in respect to the said Speed Zone Change Request (CON13577), and notify him of same by signing and returning the said letter as requested.

Carried.

Enterprise Resource Planning (ERP) Finance Software - Diamond Municipal Solutions

789-21: Lukinuk

That Smoky Lake County Council approve for Administration to negotiate a contract with Central Square for the purchase and implementation of Diamond Municipal Solutions which is an Enterprise Resource Planning (ERP) Finance Software used to develop, support and maintain technology solutions which are designed specifically for local government in North America built on the Microsoft Dynamics GP platform, and will be used to provide Smoky Lake County complete financial management software including accounting, reporting and business intelligence; and Council approve the unbudgeted costs in the amount of \$364,000.00 out be taken out of reserves.

Carried.

11:35 to 11:35 a.m.

9. Public Question and Answer Period:

None.

Policy Statement No. 01-41-01: Asset Management

790-21: Halisky

That Smoky Lake County Policy Statement No. 01-41-01: Asset Management, be adopted:

Title: Asset Management	Policy No.: 41-01
Section: 01	Code: P-A
	Page No.: 1 of 4

Legislation Reference:	Alberta Provincial Statutes.
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Purpose:	Smoky Lake County offers a wide variety of services to the community that require the ownership, responsible operation, maintenance, and rehabilitation of physical assets including land, buildings, equipment, sewer, water and natural gas infrastructure.
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Policy Statement and Guidelines:	
1. STATEMENT:	
1.1	Asset Management is an integrated approach involving all departments, to maximize value from existing and new assets.
2. OBJECTIVE:	
2.1	This policy outlines the fundamental asset management principles that will be developed and implemented and Council’s commitment to Asset Management.
3. DEFINITION:	
3.1	“County” means Smoky Lake County.
4. SCOPE:	
4.1	Asset Management is an integrated approach involving all departments, to maximize value from existing and new assets.
4.2	Smoky Lake County owns a wide range of asset types that deliver services to the residents of the region. Each year, the County may receive, purchase, or construct new assets. In addition, it may rely on natural and other assets that it does not own, in order to deliver services. This policy will apply to the assets owned by Smoky Lake County. Where services are provided using assets that are not owned by Smoky Lake County, we will work collaboratively with the asset owners to promote good asset management practices.
4.3	Smoky Lake County recognizes the importance of natural assets and will include these in its inventories and asset management practices. Examples include water bodies, and natural areas.

Title: Asset Management		Policy No.: 41-01
Section: 01	Code: P-A	Page No.: 2 of 4
Policy Statement and Guidelines:		
5. PRINCIPLES:		
5.1 Service Delivery to Customers		
5.1.1	The County will clearly define level of service objectives that balance community expectations, regulatory requirements, risk, and available resources (both financial and non-financial).	
5.1.2	The County will manage assets in a manner that supports the effective and efficient delivery of the defined level of services.	
5.1.3	The County will monitor and review the level of services to ensure they meet strategic objectives.	
5.1.4	The County will ensure transparency and accountability.	
5.1.5	The County will comply with relevant legislative, regulatory, and statutory requirements.	
5.1.6	An Asset Management System will incorporate risk based and information driven decision-making frameworks.	
5.1.7	Decisions regarding the addition of new assets will be made with due diligence and supported with a valid business case that articulates costs and benefits.	
5.1.8	Council and Management will prioritize resources and funds in order to deliver levels of service at an acceptable level of risk.	
5.2 Long-Term Sustainability and Environmental Adaptability		
5.2.1	Smoky Lake County's asset management decision making will consider the needs of both current and future generations and the potential challenges associated with changing community demographics and expectations related to service delivery as well as potential legislative changes.	
5.2.2	Asset management decision making will consider the possible effects of climate change and environmental changes.	
5.2.3	Smoky Lake County will consider socio-cultural, environmental, and economic factors and implications when making and implementing asset management decisions.	
5.3 Holistic Approach		
5.3.1	Smoky Lake County will encourage information sharing between planning, engineering, operations, maintenance, finance, and other strategic planning functions.	

Title: Asset Management		Policy No.: 41-01
Section: 01	Code: P-A	Page No.: 3 of 4
Policy Statement and Guidelines:		
5.3.2	Asset management decisions will focus on the "big picture" by ensuring decisions are made collaboratively and consider life cycle stages and inter relationships between asset performance, operational performance, and overall service performance.	
5.4 Fiscal Responsibility		
5.4.1	The County will develop and maintain plans for infrastructure renewal, for the purchase or construction of new infrastructure and for the decommissioning of infrastructure.	
5.4.2	Long term projections of investment needs will be developed.	
5.4.3	Processes will be implemented to ensure operational budget implications are considered for all investments.	
5.4.4	The County will evaluate asset investment decisions based on consideration of the whole-life costs associated with managing those assets through their entire life cycle.	
5.5 Continual Improvement		
5.5.1	Smoky Lake County views continual improvement as a key part of our asset management approach and will focus on driving innovation in the development of tools, techniques, and solutions.	
5.5.2	The municipality will monitor and periodically review the effectiveness of asset management processes in supporting the delivery of strategic objectives and will make adjustments as required.	
5.5.3	Smoky Lake County will assess the asset management competencies required to implement the Asset Management system and provide the necessary support, education, and training.	
5.5.4	Council and management will review the asset management policy every four to five years.	
6. RESPONSIBILITIES		
6.1 Council Responsibilities		
6.1.1	Approve and support the asset management policy.	
6.1.2	Support the Strategic Asset Management Plan.	

Title: Asset Management	Policy No.: 41-01
Section: 01	Code: P-A
	Page No.: 4 of 4

Policy Statement and Guidelines:	
6.1.3	Clearly define priorities.
6.1.4	Approve funding and resources to implement the Asset Management Policy and associated requirements.
6.1.5	Establish asset funding through multi-year and long-range financial plans.
6.2	Staff Responsibilities
6.2.1	The Chief Administrative Officer will lead the implementation of the Asset Management policy across the County.
6.2.2	The Department Managers will lead the adoption of the Asset Management policy within their departments.
6.2.3	The Department Managers will allocate appropriate resources to the plan implementation and associated requirements.
6.2.4	The Department Managers and their Designated Staff will ensure asset data is maintained in Munisight and will prepare reporting to support the decision-making process.
6.2.5	The GIS Operator will support all departments through data gathering, maintenance, and reporting.
6.2.6	All Staff involved in the application of asset management will observe the requirements of the Asset Management Policy.

Carried.

Meeting Recessed Meeting recessed for Lunch, time 11:43 a.m.

Meeting Reconvened The meeting reconvened on a call to order by Reeve Craig Lukinuk at 12:28 p.m. in the presence of all Council members, the Chief Administrative Officer, Assistant Chief Administrative Officer, and Finance Manager, and the virtual presence of the Planning and Development Manager, Planning and Development Assistant, Recording Secretary, GIS Officer, one Member of the Public and one Member of the Media.

Request for Proposal: Construction Project No. C2113

791-21: Orichowski That Smoky Lake County Council amend the Policy Statement No. 03-18-16: Five-Year Road Plan, by deferring the 2021 Road Construction Project No. C2113 on Township Road 592 between Range Road 172 and Range Road 171, to Year-2022, as the Request for Proposal (RFP) bids received on May 27, 2021 for the said project exceeded the County's budget due to higher than usual contingencies for the unknown.

Carried.

Weed/Pest Inspector Appointment

792-21: Gawalko That Smoky Lake County Council appoint Jolene Prockiw as Weed/Pest Inspector, effective May 1, 2021 to termination of employment.

Carried.

Weed/Pest Inspector Appointment

793-21: Cherniwchan That Smoky Lake County Council appoint Tori Stang as Weed/Pest Inspector, effective May 1, 2021 to termination of employment.

Carried.

Additions to the Agenda:

2021 Municipal Accountability Program (MAP) Review

794-21: Orichowski That Smoky Lake County acknowledge receipt of the correspondence received from Alberta Municipal Affairs, Mr. Paul Wynnyk, Deputy Minister, dated March 10, 2021 via email on May 25, 2021, in regard to Smoky Lake County's 2021 Municipal Accountability Program (MAP) Report from the MAP review of Smoky Lake County, which was originally scheduled for January 13, 2021 and then conducted later on January 18, 2021.

Carried.

2021 Municipal Accountability Program (MAP) Review

795-21: Halisky That Smoky Lake County accept the "2021 Municipal Accountability Program (MAP) Report", dated January 13, 2021, and post it on the County website to demonstrate accountability and transparency for County citizens; and prepare a Response Plan to be submitted within eight weeks, or as soon as possible, to Alberta Municipal Affairs detailing the timeline of actions to be taken in remedying the eight legislative gaps to be completed within one-year as follows:

1. requirement for the property tax bylaw to be in accordance with the MGA;
2. requirement to establish a local and a composite assessment review board by bylaw;
3. requirement for the procedural bylaw to be in accordance with the MGA;
4. requirement for the borrowing bylaw to be in accordance with the MGA;
5. requirement to adopt an interim operating budget and that the fiscal budget aligns with the annual property tax bylaw;
6. requirement for the content of assessment notices to be in accordance with the MGA;
7. requirement for nomination forms to be submitted in accordance with the LAEA; and
8. requirement for municipal emergency training to be in place.

Carried.

5. Issues for Information:

Chief Administrative Officer's Report

The Chief Administrative Officer (CAO) provided a report to Council for the period of April 23, 2021 to May 20, 2021:

Legislative/Governance:

- Municipal Planning Commission & Committee of the Whole Meetings, April 23, 2021.
- Regional Community Development Committee (RCDC) Workshop, April 26, 2021.
- Council Departmental Operations Meeting, April 27, 2021.
- Land Issue meeting with Fire Department, May 3, 2021.
- Committee of the Whole – Legal / North East Muni-Corr Ltd. and Special Council Meeting, May 4, 2021.
- Highway 28/63 Regional Water Services Commission Meeting May 4, 2021.
- Victoria District Meeting May 4, 2021.
- Wetlands Replacement Meeting – Alberta Environment & Parks May 10, 2021.
- Joint Health & Safety Committee Meeting, May 13, 2021.
- Policy Committee Meeting, May 13, 2021.
- Special Council Meeting - Land May 17, 2021.
- Site Meeting – Landfill Fire May 18, 2021.

Administrative:

- Budget Discussions April 28, 2021.
- Regional Fire Services Study Scoping Meeting. Final Proposals have been provided, May 7, 2021.
- Rural Municipalities of Alberta (RMA) Meeting, May 17, 2021.
- A/R – Dated Receivables, May 19, 2021.
- A/R – Gas Dept – Assistance to Manager, May 20, 2021.

Financial:

- Asset Management Meeting, April 30, 2021.

Human Resources:

- COVID-19 Restrictions: Memo released - Administration and Public Works Offices are closed to the Public, due to exceeding the 30-case threshold, May 10, 2021.
- Memo to Staff: Important to take time for yourselves – shared article: 'Burning out': Remote workers report paying a price for increased productivity, by Jackie Dunham CTV News Writer. May 14, 2021.

Community:

- Family Farm Anniversary: 2 Plaques were prepared for Farms in Division Two. Both parties have decided to let us know when they would like them presented as COVID-19 restrictions are hindering any celebrations. April 19, 2021.

Training:

- Cultural Consultation Training: Indigenous history of Treaties in Canada Duty to consent under the constitution – virtual, May 6, 2021.

8. Executive Session:

Offer to Purchase Land - FOIP Section 27: Privileged Information

796-21: Gawalko

That Smoky Lake County Council go into Executive Session to discuss a Legal Land Issue in regard to an offer to purchase land, under the authority of the FOIP Section 27: Privileged Information, in the presence of all Council, Chief Administrative Officer, Assistant Chief Administrative Officer, Finance Manager, Planning & Development Manager, Planning & Development Assistant, Fire Chief, and Legislative Services Clerk, time 12:46 p.m..

Carried.

797-21: Halisky

That Smoky Lake County Council go out of Executive Session, time 1:03 p.m.

Carried.

Offer to Purchase Land SW-27-59-17-W4

798-21: Lukinuk

That Smoky Lake County Council amend their offer for the purchase of the land legally described as SW-27-59-17-W4, containing 9.09 acres (more or less) to a total in the amount of \$250,000.00, for consideration by the seller; pursuant to the Executive Session discussions held in respect to same on April 29, 2021, May 4, 2021, May 17, 2021, and May 27, 2021, under the authority of the FOIP Act Section 27: Privileged Information.

Councillor Halisky called for a Recorded Vote:

<u>In Favour</u>	<u>Opposed</u>
Lukinuk	Halisky
Orichowski	Gawalko
Cherniwchan	

Carried.

Offer to Purchase Land SW-27-59-17-W4

799-21: Orichowski That Smoky Lake County Council approve the unbudgeted expense to purchase the land legally described as SW-27-59-17-W4, containing 9.09 acres (more or less), in the amount of \$250,000.00, funded from reserves and authorize the Chief Administrative Officer to remove the conditions of finance approval and the approval of an appraisal from the offer to purchase contract, pursuant to the Executive Session discussions held in respect to same on April 29, 2021, May 4, 2021, May 17, 2021, and May 27, 2021 under the authority of the FOIP Act Section 27: Privileged Information.

Carried.

One member of the Public virtually joined the meeting, time 1:07 p.m.

Addition to the Agenda:

Regional Fire Services – Review – Transitional Solutions Inc. (TSI)

800-21: Halisky That Smoky Lake County execute the contract with Transitional Solutions Inc. (TSI) of Edmonton, Alberta for the purpose of conducting the **Smoky Lake Regional Fire Services Review** including, but not limited to, an assessment and evaluation of the following:

- Job Description Review Including Duties (Chief, Deputy and Volunteers, their Utilization and Chain of Command),
- Apparatus Needs,
- Water Supply,
- Fire Halls and Infrastructure,
- Training and Competency,
- Mutual Aid Agreements,
- Fire Prevention and Inspection Initiatives,
- Health and Safety, and
- Potential Staff Support,

as per TSI's proposal dated May 25, 2021 at a cost in the amount of \$64,020.00, funded by the 2020/21 – Alberta Community Partnership (ACP) Intermunicipal Collaboration Grant.

Carried.

Regional Fire Services – Master Plan – Transitional Solutions Inc. (TSI)

801-21: Gawalko That Smoky Lake County approve for Transitional Solutions Inc. (TSI) of Edmonton, Alberta to create the **Smoky Lake Regional Fire Master Plan** for the purpose of guiding the Region in making decisions to best meet the needs of the municipalities and develop a framework for effective fire service delivery in the County, the Town and the Villages, which including, but not limited to, an assessment and evaluation of the following:

- firefighter safety,
- cost control and containment,
- efficiency,
- effectiveness,

and to identify the right-sized service and approach to meet the needs of the region over the next 10 years; as per TSI's proposal dated May 25, 2021 at a cost in the amount of \$63,180.00, funded by the 2020/21 – Alberta Community Partnership (ACP) Intermunicipal Collaboration Grant.

Carried.

Regional Fire Services – Governance Plan – Transitional Solutions Inc. (TSI)

802-21: Orichowski That Smoky Lake County approve for Transitional Solutions Inc. (TSI) of Edmonton, Alberta to create the **Smoky Lake Regional Governance Plan** for the purpose of providing alternatives for governance models with the operating and capital financial implications of each model, along with an Implementation Plan to support the execution of the Regional Fire Services Business Plan, as per TSI’s proposal dated May 25, 2021 at a cost in the amount of \$44,659.00, funded by the 2020/21 – Alberta Community Partnership (ACP) Intermunicipal Collaboration Grant.

Carried.

COVID-19 – Office Closure to Public and Employee Mental Health

803-21: Halisky That Smoky Lake County acknowledge action taken by the Chief Administrative Officer in providing County Staff the following:

- Memorandum: COVID-19 Restrictions - Administration and Public Works Offices closed to the Public, due to exceeding the 30-case threshold, effective May 10, 2021 until further notice,
- Email: article by Jackie Dunham CTV News Writer. May 14, 2021 titled “‘Burning out’: Remote workers report paying a price for increased productivity”, to stress the importance for employees to take time for themselves for their mental health.

Carried.

Smoky Lake Signal, virtually left the meeting, time 1:23 p.m.

Indigenous Consultation Workshop - Mâwandônan Consulting

804-21: Orichowski That Smoky Lake County Council continue the Aboriginal Consultation training through Mâwandônan Consulting, those who can attend – attend the virtual workshops facilitated by Clayton Desjarlais of Mâwandônan Consulting, scheduled for Wednesday, June 2, 2021 and Thursday, June 3, 2021.

Carried.

Addition to the Agenda:

Municipal Affairs - First Nations Senate and Referenda Initiative

805-21: Orichowski That Smoky Lake County approve for the Returning Officer to participate in training and offer to partner with our First Nations neighbours to assist in providing voting opportunities to First Nation communities by special ballot derived from Section 77.1(1)(b) of the Local Authorities Election Act (LAEA), which allows for the provision of special ballots to voters outside the local jurisdiction; and specify what methods a person may use to request a special ballot from the list in Section 77.1 (2) of the LAEA, and also specify what period of time electors may request a special ballot as per Section 77(2.1); and specify a date and time that returned special ballots must be received by, which may be before the close of polls on election day as per Section 77.2(3.1); in response to the letter received from Municipal Affairs dated May 21, 2021.

Carried.

Financial Statements

As annexed to the minutes:

- ↳ Financial Statement for the months of March/April 2021.

Action List(s)

Action Lists:

- i. County Council Committee of the Whole for the Purpose of Planning Meeting – April 15, 2021.
- ii. County Council Budget Meeting – April 16, 2021.

- iii. Special County Council Meeting – April 23, 2021.
- iv. County Council Committee of the Whole for the Purpose of Planning Meeting – April 23, 2021.
- v. County Council Departmental Meeting – April 27, 2021.
- vi. County Council Budget Meeting – April 28, 2021.
- vii. County Council Meeting – April 29, 2021.
- viii. County Council Committee of the Whole for the Purpose of Administration Meeting – May 4, 2021.
- ix. Special County Council Meeting – May 4, 2021.

Chief Administrative Officer's Report

806-21: Gawalko That Smoky Lake County's Chief Administrative Officer's report for the period of April 23, 2021 to May 20, 2021, be accepted and filed for information.

Carried.

5. Issues for Information:

Finance Manager's Report:

Actual to Budget Report

Brenda Adamson, Finance Manager presented an updated Financial Report for the period of April 22, 2021 to May 20, 2021.

Property Tax Request for Write Off - Tax Roll 14592011

807-21: Halisky That Smoky Lake County Council write off taxes in the amount of \$10,916.39 and penalties in the amount of \$20,186.88 on Tax Roll 14592011 SE-20-059-14 W4 due to the inability to collect from a defunct company and the Province no longer assessing the property.

Carried.

Property Tax Request for Write Off - Tax Roll 15590412

808-21: Gawalko That Smoky Lake County Council write off taxes in the amount of \$13,495.75 and penalties in the amount of \$24,822.22 on Tax Roll 15590412 SE-04-059-15 W4 due to the inability to collect from a defunct company and the Province no longer assessing the property.

Carried.

Property Tax Request for Write Off - Tax Roll 16592431

809-21: Orichowski That Smoky Lake County Council write off taxes in the amount of \$11,523.69 and penalties in the amount of \$11,766.30 on Tax Roll 16592431 NW-24-059-16 W4 due to the inability to collect from a defunct company and the Province no longer assessing the property.

Carried.

Property Tax Request for Write Off - Tax Roll 54000101

810-21: Cherniwchan That Smoky Lake County Council write off taxes in the amount of \$12,674.39 and penalties in the amount of \$24,390.88 on Linear Tax Roll 54000101 due to the inability to collect from a defunct company and the Province no longer assessing the property.

Carried.

Property Tax Request for Write Off - Tax Roll 54000106

811-21: Lukinuk That Smoky Lake County Council write off taxes in the amount of \$21,629.42 and penalties in the amount of \$24,957.27 on Linear Tax Roll 54000106 due to the inability to collect from a defunct company and the Province no longer assessing the property.

Carried.

Smoky Lake Signal virtually joined the meeting, time 1:49 p.m.

Accounts Receivable Request for Write Off

812-21: Halisky That Smoky Lake County Council write off Accounts Receivable Account Number 04559 in the amount of \$1,036.06 in penalties, as the account holder has paid the original balance for the Year-2020 emergency.

Carried.

Finance Manager's Report

813-21: Halisky That Smoky Lake County's Finance Manager's Report for the period of April 23, 2021 to May 20, 2021, be accepted and filed for information.

Carried.

Division Three - Reeve's Report on Various Committees, Boards & Commissions

Craig Lukinuk: Reeve and Division Three Councillor's Report from various Committees, Boards and Commissions:

April 23, 2021 – Special Council meeting, held in Chamber/Virtually: (all Council)

- Agreed to enter into a Development Agreement, with Bascor Developments Ltd. for Stage 3 and Stage 4 of the Bonnie Lake Resorts Development.

April 23, 2021 – Municipal Planning Commission meeting, held in Chamber/Virtually: (all Council)

- Approved Development Permit No. 007-21: Plan 0726807 Block 1 Lot 1, for the development of a Campground, Major.
- Approved Development Permit No. 011-21: Pt. of NW 2-61-18-W4M, Pt. of SW 2-61-18-W4M, Pt. of SW 11-61-18-W4M, Pt. of SE 10-61-18-W4M & Pt. of NE 3-61-18-W4M, for the development of Natural Resource Extraction / Processing Facility (Sand and Gravel).
- Approved Development Permit No. 012-21: SE-32-58-16-W4M for the development of Natural Resource Extraction/Processing Facility (Sand and Gravel), (11.0 Acres).

April 23, 2021 – Council Committee of the Whole meeting, held in Chamber/Virtually: (all Council)

- Received a presentation from Leah Kongsrude, Executive Director, North Saskatchewan Watershed Alliance (NSWA) about the NSWA's partnerships and key responsibilities.
- Recommended Administration provide input into the '1976 Coal Policy' consultation process and collaborate with other municipalities and/or Rural Municipalities of Alberta (RMA).
- Recommended to engage the Public Participation Process for a draft Bylaws regarding Hamlet Chickens, Dark Skies, and Temporary RVs.
- Received an update on the Lake Subdivision Wayfinding Signage project.
- Thanked Mr. Jordan Ruegg, Planning and Development Manager and Mr. Kyle Schole, Planning and Development Assistant for spearheading the North Saskatchewan Heritage River Project in collaboration with other river municipalities and Indigenous groups to nominate 818km of the North Saskatchewan River across Alberta as a Heritage River under the Canadian Heritage Rivers System (CHRS).

April 26, 2021 – Regional Economic Development Committee (RCDC), held in Chamber/Virtually: (Craig, Lorne, Johnny)

- Adopted the Regional Community Development Committee (RCDC) 3 year rolling action plan 2021 for the Strategic Plan Years 2020 to 2023.
- Adopted the Regional Strategic Priorities Chart for April 2021.
- Regretfully accepted the resignation of Smoky Lake County Public Member at Large: Perry Phillips.
- Recommended each respective municipality to adopt a "NEW REVISED" Regional Economic Development Committee (RCDC) Bylaw: Joint Agreement - Terms of Reference which includes the incorporated percentage funding formula and removal of the references to the Village of Waskatenau as a Committee member.
- Recommended Smoky Lake County as the Managing Partner revise all RCDC related Policies by removing the Four Arrows logo which was in use while the Village of Waskatenau was an RCDC member.
- Recognized May 9-15, 2021 as "Economic Development Week".
- Accepted and recommended Smoky Lake County, as managing partner of the Regional Community Development Committee adopt Policy Statement No. 61M-02-01: Regional Community Development Committee (RCDC) Economic Work Plan for 2021.
- Recommended each respective municipality adopt the 2021 Economic Development Budget in the amount of \$100,000.

April 27, 2021 – Council Departmental Operations meeting, held in Chamber/Virtually: (all Council)

- Agreed to advertise a Request for Proposal (RFP) for Construction Project No. C2113, located on Township Road 592 between Range Road 172 and Range Road 171.
- Accepted Management Policy Statement No. 07M-01-07: Parks and Recreation: Work Plan.
- Agreed to include an additional condition requiring Bascor Developments Ltd. to provide all potential buyers of the lots at the new Stage 3 and Stage 4 of the Bonnie Lake Resorts Development with a Disclosure Statement acknowledging the base of the roads are constructed to an asphalt standard to a completed gravel surface, and an asphalt or other permanent oiled surfacing within the subdivision phases will be undertaken through a petition of residents of the

said subdivision and the County will cause the work to be undertaken through a Local Improvement Levy pursuant to the Municipal Government Act.

- "Spring Cleanup Promotion", exclusive to residents of the Smoky Lake Region, of free disposal of appliances containing Freon at County Landfill Sites during the month of May 2021.
- Agreed to advertise to recruit a Waste Site Operator for 2 days/week at the Spedden Landfill Location.

April 28, 2021 – Council Budget meeting, held in Chamber/Virtually: (all Council)

- Approved the amended Year-2021 to Year-2025 Five-Year Capital Project Budget of expenditures (\$3,708,713 for Year-2021).
- Approved the Year-2021 Total Function Budget, with a total Revenue in the amount of \$20,874,589, and total Expenditures in the amount of \$20,874,589 plus amortization in the amount of \$2,059,800.
- Gave third and final reading to Bylaw No. 1396-21: 2021 Tax Rate.

April 29, 2021 – Council Regular Meeting, held in Chamber/Virtually: (all Council)

- Held a Public Hearing for proposed Bylaw No. 1393-21: a Bylaw for the purpose of amending the Smoky Lake County Land Use Bylaw No. 1272-14, to rezone a portion of the lands legally described as SE-29-59-19-W4M, (municipal address: 59430 Highway 831), from Agriculture (AG) District to Highway Commercial (C1) District.
- Gave third and final to Bylaw No. 1393-21.
- Amended Policy Statement No. 03-21-06: Backsloping Program be amended for the purpose of increasing the payment to approved applicants for half the cost of the project up to a maximum amount of \$ 2,500.00 per half mile.
- Declared April 28, 2021 as a "Day of Mourning" remembering all workers who have been killed, injured or disabled at their place of work.
- Amended Policy Statement No. 03-40-04: Cold Weather – Equipment Mobilization.
- Gave third and final reading to Bylaw No. 1397-21: Appointment of Assessor for the purpose of establishing the position of Assessor as a Designated Officer and appointing the Accurate Assessment Group Ltd.
- Engaged the Public Participation to initiate proceeding with the creation of a Municipally Controlled Corporation (MCC) jointly with the Town of Smoky Lake, as part of a Corporate Structure in implementing the Victoria District Economic Development Strategy Business Plan for the purpose of providing a corporate platform for the Town and County to be able to contribute money into the local tourist economy while providing a legal and financial buffer from any operational or financial liabilities.
- Proclaimed May 9-15, 2021 as "Economic Development Week".
- Approved to purchase (instead of lease) the Year-2020 Peterbilt 520 Chassis with a Wittke Starlight 40Yd body for the purpose of Solid Waste Collection.
- Accepted bids on the County's surplus equipment sale of a skid steer & sprayer system.
- Awarded the bridge tender to 1690082 AB Ltd. of Kelowna, BC, in the amount of \$355,355.00 plus GST, for providing standard bridge and culvert repairs.
- Approve action taken in distributing the Provincial COVID-19 Relief Funds as per Council's March 25, 2021, motion #542-21, to Warspite Community Hall, Spedden Hall, Stry Catholic Hall, and Stry 75th Anniversary Hall.
- Approved to transfer the Doctor Retention and Recruitment Committee's surplus to their reserves, and the request for the Raubenheimer Medical Clinic to respectfully return unspent funds for return to each respective municipality through the managing partner.
- Approved to purchase an ECG and defibrillator for the Lakeland Primary Care Network (PCN) facility in Smoky Lake at a 50/50 cost share with the Town of Smoky Lake so that the committee can recruit a trained professional/physician to provide the Cardiac Stress Testing services.
- Approved the Year-2021 Economic Development Budget in the amount of \$100,000.
- Accept with regret the resignation of Mr. Perry Phillips as Smoky Lake County's Member-at-Large, and appointed Mr. Noel Simpson in a temporary capacity to October 1, 2021 to fill the vacancy.
- Proclaimed June 7-13, 2021 as Seniors' Week.
- Acknowledged the approval of the ACP grants of \$200,000 each for the projects: Regional Municipal Service Delivery Options Study & Regional Fire Services Study.
- Agreed to pursue a meeting with the Deputy Minister of Environment and Parks through our local MLA, to escalate attention to the eroding shore at Mons Lake.
- Held Executive Session to discuss a Legal Land Issue in regard to an opportunity to purchase land and agreed to submit an offer to purchase on a parcel of land within Smoky Lake County.

April 30, 2021 – Victoria Dist. Ec. Dev Strategy Implementation Working Group, held Virtually: (Craig)

- Discussed feedback from Council presentations about the Victoria District Economic Development Strategy Business Structure and determined next steps.

May 4, 2021 – Council Committee of the Whole meeting, held in Chamber/Virtually: (all Council)

- Held Executive Session to discuss a Land and Legal Issue in respect to the negative impacts on municipalities and water commissions which would arise from North East Muni-Corr Ltd.'s proposed long-term planning efforts to achieve self-sustainability.

May 4, 2021 – Special Council meeting, held in Chamber/Virtually: (all Council)

- Held Executive Session to discuss a Legal Land Issue in regard to an opportunity to purchase land and agreed to submit an offer to purchase on a parcel of land within Smoky Lake County.

May 6, 2021 – Consulting and Engaging Aboriginal People Workshop, held Virtually: (All Council)

- The Duty to Consult has been an effort by the Crown to create a sustainable relationship with Aboriginal groups. The Crown has identified that there have not always been efforts to deal honourably with Aboriginal groups but want to establish trust and reconciliation while

maintaining a balance of obligations to both Aboriginal's interests and Canada's interests going forward.

May 7, 2021 – Victoria Dist. Ec. Dev Strategy Implementation Working Group, held Virtually: (Craig)

- Discussed the progress of Public Participation preparation for June 8, 2020 from 5:30 p.m. to 8:30 p.m. for the Joint Public Hearing for the Town and County in regard to the creation of a Municipally Controlled Corporation (MCC).

May 10, 2021 – Muni-Corr Ltd. Committee, held virtually: (Craig & Johnny)

- Discussed New proposed By-Law looking for feedback now obtaining Legal opinion to get clarity on Muni-Corr's Authority, Obligation, and jurisdiction.
- Discussed a new policy on charging municipalities that don't give 24 hours notice before the upcoming meeting wanting to charge that municipality if quorum is not met. Sent back for further review.
- Atco, 2nd chance Trail Ride.
- Village of Glendon Pedestrian Linkage Project.
- Village of Glendon South Drainage Parkway Project.
- Beaver River Trestle Paved Trail.

May 10, 2021 – Doctor Retention and Recruitment Committee, held Virtually: (Craig, Lorne & Johnny)

- 2020 Doctor Retention and Recruitment Committee Surplus of \$106,153.
- Doctor Retention and Recruitment Committee's Memorandum of Understanding with Raubenheimer Medical Clinic, Return of Unexpended Funds.
- Lakeland Primary Care Network – Request for funding the Cardiac Stress Clinic & Consults in Smoky Lake.

May 13, 2021 – Policy Committee meeting, held in Chamber/Virtually: (all Council)

- Reviewed and recommended amendments to Policy Statements: 01-28-02: Council Request for Information, 01-41-01: Asset Management, 02-05-05: Fire Permit Agreement, 01-53-01: Treaty 6 and Indigenous Acknowledgment, 03-25-10: Sale of Gravel or Sand, and to the Fire Protection Services Bylaw.

May 17, 2021 – RMA District 5 Meeting, viewed virtually from Chambers: (all Council)

- Discussion on Emergency Funding.
- Municipal Collaboration.
- Police Funding.
- Municipal Funding from the Province\STIPMSI.
- Oil and Gas Companies not paying their taxes.
- Green Funding for Rural Municipalities.

May 17, 2021- Chamber of Commerce Meeting: (Craig & Johnny)

- Discussion with Minister Doug Schweitzer & MLA Glen Van Dyken on many topics.
- Decline in business revenue over 30% new grant Funding available.
- Red Tape reduction reduced by 1/3rd.
- Efficient Government Spending for the Province.
- Discussion on Tourism, Farming, and Industry.
- Discussion on the Film and T.V Industry.

May 17, 2021 – Special Council meeting, held in Chamber/Virtually: (all Council)

- Clarified: the distribution of unspent funds from Raubenheimer Medical Clinic and contribution of funds to PCN to purchase Medical Equipment for Cardiac Stress Clinic in Smoky Lake.
- Held Executive Session to discuss a Legal Land Issue in regard to an opportunity to purchase land and agreed to update conditions submit an offer to purchase on a parcel of land within Smoky Lake County.

Division Three - Reeve's Report on Various Committees, Boards & Commissions

814-21: Halisky

That the Smoky Lake County Reeve's Report received for the period of April 23, 2021 to May 19, 2021 be accepted and filed for information and posted to the County's website.

Carried.

Division One Councillor's Report on various Committees, Boards and Commissions

Dan Gawalko - Division One Councillor's Report from various Committees, Boards and Commissions:

- No Report for May 27, 2021. Reporting will be done through the Agricultural Services Board Chairperson's Report at the next scheduled Agricultural Service Board Meeting.

Division Two Councillor's Report on various Committees, Boards and Commissions

Johnny Cherniwchan - Division Two Councillor's Report from various Committees, Boards and Commissions:

- No Report for May 27, 2021. Activities have been covered through the Reeve's Report and Division Four Councillor's Report.
- North East Muni-Corr Ltd. report - dated May 10, 2021 provided in this agenda package.

Division Four Councillor's Report on various Committees, Boards and Commissions

Lorne Halisky - Division Four Councillor's Report from various Committees, Boards and Commissions:

May 13, 2021 – Joint Health and Safety Meeting (held virtually): Johnny Cherniwchan and Lorne Halisky

- 4 new employee orientations completed, and 4 employees trained in WHMIS since the last reporting period. TDG (transportation of Dangerous Goods) and Chainsaw Training is needed and didn't occur since the last reporting period.
- There were 0 incidents reported for the period of April 16th, 2021 to May 13th, 2021 as the Safety Officer was not in attendance to provide a verbal report.
- Internal Audit Action Plan had no progress since last reporting period.
- Everyone in the County Administration and Shop areas are still healthy and no one is off because of COVID. The County Offices are currently closed to the public and by appointment only. However, all employees must follow the Return-to-Work Guidelines.
- Welder has begun to manufacture brackets for safety beacon lights and will be installing them on vehicles that require them.
- All meetings which are taking place at the County shop are socially distanced and held outside when possible.
- Make sure you have systems in place for emergency response and determine a plan with and for your family, especially light of the Pandemic.
- Starting to head out into the field this month, making sure we are aware of our surroundings especially bears at this time of year.
- Make sure that JSA's (Job Safety Analysis) are completed each time we start a new task.
- Herbicide applicators will be taking all applicable training – Chemical Stewardship, Weed ID, Authorized Assistant Applicator Licenses.
- Approximately 60% of the fire department members have received their first dose for COVID-19.
- Coming out of this pandemic we are going to need to figure out how to get happy again. It doesn't take much for people to get angry especially when being isolated in an antisocial manner. We may need to bring in some team building efforts and bring back balance to personal lives.
- Spring farm work has started with large farm equipment on the roads so drive with caution, paying extra attention to the equipment/vehicle blind spots etc., give farm equipment/vehicles the right of way and plan your drive.
- The frost is coming out of the ground causing soft spots etc. on the roads so please drive to the road conditions and report all flooding and damaged etc. roads to the County Public Works.
- Dry conditions cause fire hazards so please use caution when using ignition sources, follow the Fire Department Protocols and report all unsafe activities to the County Peace Officer and/or Fire Chief or Deputy Fire Chief.
- 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.
- Please continue to report all hazardous road conditions including fallen or leaning trees, missing road signs etc. to County Public Works.
- Next JH&S Meeting is scheduled for Thursday, June 10/21.

May 19, 2021 – Vilna and Bellis COP (Citizens on Patrol) Meeting (held virtually): Dan Gawalko, Johnny Cherniwchan and Lorne Halisky

- RCMP was not in attendance for the meeting however it was discussed that crime is still occurring and to continue to report suspicious activities to help prevent crime etc.
- Fish and Wildlife (Sherriff) Officer Erik Von Platen stated that a new member will be stationed in Smoky Lake in November, 2021 and he is asking for more Officers to assist on long weekends etc. He stated that he is preparing for the May long weekend. Off Road Vehicle enforcement needs more attention as there are more trail users on the Iron Horse Trail etc finding riders to not have proper insurance, registration etc.
- Financial statement was presented with all in good standing.
- Member COP patrols continue and ensuring to document the patrols using the existing tracking form.
- Members discussed recruitment of new members.
- ID Cards continue to be ordered and distributed to the members.
- COP signs are being looked at/ ordered with consultation from other COP Committees such as StPaul. One quote was recieved for \$65 per/sign and will try to get a second quote before proceeding.
- COP vehicle magnetic signs need to be inventoried and purchase more signs if needed.
- Meat Raffle tickets/ draw will be going ahead with the draw date set for November 27th, 2021.
- 500 COP pens were ordered for advertising products.
- Nomination/ election for vacant positions of Vice President and Secretary to be moved to the next meeting.
- COP Admin will post a condolence notice in memory of Edgar Lacasse past COP President and long standing member. Also send a condolence card to Tina Chan, Smoky Lake RCMP Detachment Commander for the loss of her husband.
- Next COP Meeting is TBD.

Division Five Councillor's Report on various Committees, Boards and Commissions

Randy Orichowski - Division Five Councillor/Deputy Reeve's Report from various Committees, Boards and Commissions:

May 4, 2021 - Highway 28/63 Regional Water Services Commission meeting: (All Council attended)

- Commission Manager report was in close session to deal with land and legal.
- The issue of land compensation to the landowner of which the WFLFN water reservoir was constructed has been settled and paid.
- Dialogue with Muni-Corr continues as they are requesting the Commission to pay a right of way lease for the waterlines along the trail.
- WFLFN has a new Band Council. Our Commission Manager will attempt to meet with the Band and get relative documents finalized regarding the water line and Reservoir ownership transfer.
- Associated Engineering has appointed Ryan Krausher as the lead engineer to the Commission. Alan Lui has officially retired, and we wish him well.
- Ryan presented the engineering report (attached).
- Brenda presented the financials (attached).
- The province came through with more grant dollars for the WFLFN waterline project.
- The next meeting is scheduled for June 23, 2021 at 10 a.m.

May 25, 2021 - Smoky Lake Foundation meeting:

- Smoky Lake County donated and delivered 2 tandem loads of reject sand to Bar V Nook Supportive Living.
- No word on the proposed internet tower installation on the roof of Bar V Nook Manor.
- Managers, CAD, and Maintenance reports attached.
- Reviewed and adopted policy HR665, Employee Recognition.
- Strategic/Business Plan and budget meeting scheduled for June 17th at 1 p.m.
- Next regular board meeting scheduled for June 28th at 9 a.m. Evergreen Regional Waste Management Services Commission meeting held May 26, 2021.
- More discussion about the continued cost of Leachate removal and possible options.
- Cloverbar Site in Edmonton has a system in place for Leachate removal. It is a pilot project, and it was suggested that a site tour be had.
- Alberta Care is offering Drone training at the conference being held in September in Bonnyville. Evergreen will forward the information to member municipalities as it becomes available.
- Alberta Recycling is continuously expanding their program by accepting more items.
- All used automotive, agricultural, and industrial batteries collected at the regional site will be taken to the local co-op. They pay the most.
- Evergreen is trying to retain an employee to act as a relief worker for the member municipalities on a pay as you use scenario. Could be for holiday relief or extra manpower.
- The next meeting will be to review bylaws and the business plan as well as the regular board meeting. That meeting is scheduled for June 16, 2021 at 10 a.m.

Councillors Reports on various Committees, Boards and Commissions

815-21: Gawalko That the Smoky Lake County Councillors Reports received for the period of April 23, 2021 to May 26, 2021, be accepted and filed for information.

Carried.

Regional Community Development Committee

816-21: Halisky That Smoky Lake County acknowledge receipt of the Regional Community Development Committee (RCDC) Action List from the meeting held on March 10, 2021.

Carried.

Victoria District Economic Development Strategy Implementation Working Group

817-21: Cherniwchan That Smoky Lake County acknowledge receipt of the seven (7) sets of minutes Victoria District Economic Development Strategy Implementation Working Group's minutes dated: December 18, 2020, February 8, 2021, February 26, 2021, March 26, 2021, April 9, 2021, April 30, 2021, and May 7, 2021, which are all posted on the County's website for public information.

Carried.

RCMP Liaison Committee: Acknowledgment of Consultation - Community Priority Issues

818-21: Halisky That Smoky Lake County approve the action taken by the Reeve on May 13, 2021, in executing the Royal Canadian Mounted Police (RCMP) - Acknowledgment of Consultation for the Community Priority Issues of 1.) Crime Reduction, 2.) Visibility and Enforcement in Community, and 3.) Enhance Public Confidence and Engagement - Consultations & Connections, for Smoky Lake County.

Carried.

Citizens-on-Patrol (COP) Association

Included in this agenda package is the Citizens-on-Patrol (COP) Association's:

- Minutes: April 21, 2021,
- Financial Statements: December 2020, and
- Proposed Budget 2021.

Citizens-on-Patrol (COP) Association – Request for Increase of Donation

819-21: Halisky

That Smoky Lake County provide the annual budgeted donation in the amount of \$3,000.00 to the Vilna Citizens-on-Patrol (COP) Association; and if group requires additional funding at the end of Year-2021, advise them to re-submit a request for same, in response to the letter received from Leanna Schoepgens, Treasurer, Vilna Citizens-on-Patrol, dated April 30, 2021, requesting an increased donation of \$6,000.00 due to COVID-19.

Carried.

6. Correspondence:

National Public Works Week from May 16-22, 2021

820-21: Halisky

That Smoky Lake County proclaim May 16-22, 2021 as National Public Works Week with the theme "Stronger Together":

WHEREAS, public works professionals focus on infrastructure, facilities and services that are of vital importance to sustainable and resilient communities and to the public health, high quality of life and well-being of the people of Smoky Lake County; and,

WHEREAS, these infrastructure, facilities and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers and employees at all levels of government and the private sector, who are responsible for rebuilding, improving and protecting our nation's transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and,

WHEREAS, it is in the public interest for the citizens, civic leaders and children in Smoky Lake County to gain knowledge of and to maintain a progressive interest and understanding of the importance of public works and public works programs in their respective communities; and,

WHEREAS, the year 2021 marks the 61st annual National Public Works Week sponsored by the American Public Works Association be it now,

RESOLVED, Smoky Lake County, does hereby designate the week May 16 - 22, 2021 as National Public Works Week and urge all citizens to join with representatives of the American Public Works Association/Canadian Public Works Association and government agencies in activities, events and ceremonies designed to pay tribute to our public works professionals, engineers, managers and employees and to recognize the substantial contributions they make to protecting our national health, safety, and quality of life.

Carried.

Support in Opposition of RCMP being Replaced by an Alberta Provincial Police Service

821-21: Gawalko

That Smoky Lake County acknowledge receipt of the copied letter to the Honourable Kaycee Madu - Minister of Justice and Solicitor General, from **Barry Turner**, Mayor, Town of Morinville, dated April 16, 2021 and from **Russ Barnett**, Mayor, Town of Magrath, dated April 27, 2021, supporting the RCMP in opposition of the Government of Alberta's initiative to replace the RCMP with an Alberta Provincial Police Service (APPS).

Carried.

MuniSight - Rural Communities Scholarship Program

822-21: Halisky That Smoky Lake County advertise for self-nominations to MuniSight's Rural Communities Scholarship Program in response to the correspondence received from Justin Rutley, Director, Customer Success, MuniSight, dated April 8, 2021 in regard to same and send the information to Aspen View Public Schools and Lakeland Catholic Schools.

Carried.

Alberta Infrastructure Land Purchase Pt. SW-6-59-15-W4M

823-21: Orichowski That Smoky Lake County acknowledge receipt of executed Agreement for the sale of the lands legally described as Pt. SW-6-59-15-W4M to Her Majesty the Queen in right of Alberta, and the funds received in the amount of \$705.00, as per the correspondence received from Emily Brabant, Property Conveyancer, Alberta Infrastructure, dated April 27, 2021.

Carried.

Municipal Sustainability Initiative (MSI) Funding

824-21: Cherniwchan That Smoky Lake County acknowledge receipt of the letter from Ric McIver, Minister of Alberta Municipal Affairs, dated May 10, 2021, confirming the **Year-2021 MSI Capital Funding allocation** for Smoky Lake County is in the amount of **\$1,579,027.00** (which includes \$1,121,777.00 of MSI capital funding and \$457,250.00 of Basic Municipal Transportation Grant funding); and the **Year-2021 MSI Operating Funding allocation** for Smoky Lake County is in the amount of **\$107,802.00** (which includes \$59,541 in Sustainable Investment funding).

Carried.

Rural Alberta Vaccine Provision

825-21: Halisky That the copied letter received by Smoky Lake County Council from Debora Dueck, Mayor, Town of Tofield, written to the Minister of Health: Honourable Tyler Shandro, dated May 3, 2021, requesting the Alberta Government find a better solution for distributing the short supply of COVID-19 vaccines to Rural Albertans, be filed for information.

Carried.

Request for Promotional Items for "Rumble Alberta" poker rally

826-21: Gawalko That Smoky Lake County acknowledge action taken in donating promotional items as per Policy Statement No. 01-37-02: Promotional Items, to the "Rumble Alberta" poker rally scheduled for May 21-23, 2021, in response to the request received from Michelle Wright, Community Economic Development Officer (CEDO), Smoky Lake County, dated May 4, 2021.

Carried.

Alberta Health – Chief Medical Officer of Health (CMOH) - Order 20-2021

827-21: Halisky That Smoky Lake County acknowledge receipt of the correspondence from Alberta Health, through the Chief Medical Officer of Health (CMOH) in regard to the "Record of Decision – CMOH Order 20-2021" signed May 6, 2021 in respect to the Covid-19 Response.

Carried.

Alberta Gas Co-ops - Ride for Legends Bicycle Ride

828-21: Lukinuk
DEFEATED

That Smoky Lake County Council approve to donate in the amount of \$1,000.00 to the Managers Group of Alberta Gas Co-ops, sponsored by Gas Alberta Inc. and Federation of Alberta Gas Co-ops Ltd., towards the “Ride for Legends” bicycle ride commencing June 21, 2021, which is an event is in support of the Kids with Cancer Society (KWCS) of Edmonton.

Defeated.

829-21: Orichowski

That Smoky Lake County Council approve to donate in the amount of \$500.00 to the Managers Group of Alberta Gas Co-ops, sponsored by Gas Alberta Inc. and Federation of Alberta Gas Co-ops Ltd., towards the “Ride for Legends” bicycle ride commencing June 21, 2021, which is an event is in support of the Kids with Cancer Society (KWCS) of Edmonton.

Carried.

Community Futures St. Paul – Smoky Lake Region

830-21: Halisky

That Smoky Lake County support the Community Futures: St. Paul – Smoky Lake Region’s project “Lemonade Day” on June 19, 2021, by promoting the event on Social Media and the Grapevine; and participate in the Lemonade Day 2021 by: issuing Lemonade Stand Business Licenses at a cost of \$1.00 and entering into a simple lease – should the youth want to locate their stand on municipal land.

Carried.

Smoky Lake Signal

831-21: Cherniwchan

That Smoky Lake County issue a “Certificate of Appreciation” to the Smoky Lake Signal for 43 Years of Publishing a Newspaper for the Smoky Lake Region area and to thank the business for contributing to our community.

Carried.

9. Information Release:

Information Releases: May 2021 and Thank You to Smoky Lake County

832-21: Halisky

That Smoky Lake County acknowledge receipt of the “Thank You” correspondence from the Bellis Curling Association for the \$10,000.00 donation, and from Sheila Kitz, CAO, County of St. Paul No. 19 for the gift card and “get well” card; and the 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 April 2021, be (F) filed for information or (A) acknowledged receipt:

- R32-21 - Letters of Support for Inter-Provincial Nomination of the North Saskatchewan River for the Canadian Heritage River System (CHRS) -Rod Frank, Mayor, Strathcona County, dated April 19, 2021. **A**
- R33-21 - RMA: Contact Newsletter: May 7, 2021. **F**
- R34-21 - Alberta Counsel, dated May 12, 2021—Re: Staffing Update for Municipal Affairs. **F**
- R35-21 - Anita Fagnan, Rural Community Consultant– North East Zone, Rural Community Development and Engagement, Rural Health Professions Action Plan, dated April 30, 2021—Re: Comedy on the Couch Virtual Event—May 27, 2021. **A**
- R36-21 - Sally Dary, CLGM, Chief Administrative Officer, County of Two Hills, dated March 24, 2021 - 988 Crisis Hotline for Canada. **A**
- R37-21 - RMA: Contact Newsletter: May 14, 2021. **F**

Carried.

10. Bills & Accounts:

833-21: Orchowski

That all the Smoky Lake County Bills and Accounts approved for payment, including the bills and accounts recommended for payment by the Natural Gas Council, and including transfers to the Payroll Account, be filed for information:

County Council Meeting: May 28th, 2021

Batch #	Cheque Numbers	Total of Batch
54183	51165 to 51186	\$52,288.80
54256	51187 to 51205	\$214,964.72
54287	51206 to 51208	\$161,946.89
54356	51209 to 51231	\$53,893.86
54457	51232 to 51261	\$68,624.79
Total Cheques from 51165 to 51261		\$551,719.06

Batch #	EFT Numbers	Total of Batch
54183	148 to 164	\$70,684.63
54256	165 to 177	\$31,051.81
54287	178 to 182	\$61,403.19
54356	183 to 194	\$24,679.80
54457	195 to 218	\$177,461.91
Total EFTs from 148 to 218		\$365,281.34

Direct Debit Register

Batch #	Description	Total of Batch
54291	My HSA	\$110.23
54292	My HSA	\$877.37
54293	My HSA	\$663.00
54294	My HSA	\$99.45
54295	My HSA	\$41.20

Total Direct Debits		\$1,791.25
Grand Total Bills and Accounts		\$918,791.65
<i>(Note: From General Account)</i>		

Carried.

11. Date and Time of Next Meeting(s):

County Council Meeting

834-21: Orichowski

The next Smoky Lake **County Council Meeting** be scheduled for **Thursday, June 24, 2021 at 9:00 a.m.** and **Thursday, August 26, 2021 at 9:00 a.m.** to be held virtually, through Electronic Communication Technology as per Bylaw 1376-20 **and/or** physically in County Council Chambers.

Carried.

County Council Meeting - Departmental Operations

835-21: Halisky

The next Smoky Lake **County Council Meeting for Departmental Operations** be scheduled for **Tuesday, August 24, 2021 at 9:00 a.m.** to be held virtually, through Electronic Communication Technology as per Bylaw 1376-20 **and/or** physically in County Council Chambers.

Carried.

County Council Meeting - Departmental Operations

836-21: Cherniwchan The next Smoky Lake **County Council Meeting for Departmental Operations** be scheduled for **Tuesday, July 20, 2021 at 9:00 a.m.** to be held virtually, through Electronic Communication Technology as per Bylaw 1376-20 **and/or** physically in County Council Chambers.

Carried.

ADJOURNMENT:

837-21: Lukinuk That the Smoky Lake County Council Meeting of May 27, 2021, be adjourned, time 2:52 p.m..

REEVE

S E A L

CHIEF ADMINISTRATIVE OFFICER