

**SMOKY LAKE COUNTY**

Minutes of the **County Council Meeting** held on Thursday, **September 23, 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:

<b>ATTENDANCE</b>		
<u>Div. No.</u>	<u>Councillor(s)</u>	<u>Thursday, Sept. 23, 2021</u>
1	Dan Gawalko	Virtually Present
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	Absent
Plan/Dev Assistant	Kyle Schole	Virtually Present

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Observers in Attendance Upon Call to Order:

GIS	Carole Dowhaniuk	Virtually Present
Communications Tech.	Evonne Zukiwski	Virtually Present
Fire Chief	Scott Franchuk	Virtually Present
Shop Foreman	Mark Fedoretz	Virtually Present
Media	Redwater Review	Absent
Public	1 Member	Virtually Present

**2. Agenda:**

1185-21: Halisky

That the Smoky Lake County Council Meeting Agenda for Thursday, September 23, 2021, be adopted, as amended:

**Additions to the Agenda:**

1. Agricultural Fieldman's Report.
2. Capital Purchase - Unit 196 Year-2021: DeCAP Belly Dump Trailer.
3. Alberta Transportation Response dated September 20, 2021 Re: Flooding at 59257 - Highway 855.
4. Delegation: Cam Crosswell with DDC Sand, Gravel, and Concrete: Re: Winter Haul.
5. Delegation: Transition Solutions Inc. Re: Phase II Governance Review.
6. Smoky Lake Curling Association – Request for Funding.

Carried Unanimously.

**3. Minutes:**

**Minutes of August 24, 2021 – County Council Departmental Meeting**

1186-21: Gawalko

That the minutes of the **Smoky Lake County Council Departmental Meeting** held on Tuesday, August 24, 2021, be adopted as presented.

Carried

**Minutes of August 26, 2021 –County Council Meeting**

1187-21: Orichowski That the minutes of the **Smoky Lake County Council Regular Meeting** held on Thursday, August 26, 2021, be adopted as presented.

Carried.

**Additions to the Agenda:**

**Agricultural Fieldman’s Report**

1188-21: Cherniwchan That the Smoky Lake County Management Reports received for the period between July 19, 2021 to August 18, 2021 from the Agricultural Fieldman, be accepted as presented and filed for information.

Carried.

Carleigh Danyluk, Agricultural Fieldman, virtually left the meeting, time 9:25 a.m.

**Capital Purchase – Unit 196 Year-2021 Decap Belly Dump Trailer**

1189-21: Orichowski That Smoky Lake County Council approve to exceed the Year-2021 to Year-2025 Five-Year Capital Budget approved by Council Motion #663-21 on April 28, 2021, for the replacement of Public Works Unit 196 in the budgeted amount of \$65,000.00, to purchase a Year-2021 Cross Country Belly Dump trailer, from Gerry’s Trailer Sales Ltd. as per their email quote with a price in the amount of \$65,500.00, plus taxes, as of September 8, 2021.

Carried.

Mark Fedoretz, Shop Foreman virtually left the meeting, time 9:35 a.m.

**4. Request for Decision:**

**2021 General Municipal Election – Poll Workers Compensation**

1190-21: Halisky That Smoky Lake County approve the following compensation rates for each of the Year-2021 Municipal Election Polling Station Workers, in the amounts of:


- \$350.00 for Monday, October 18, 2021, on Election Day and for Saturday, October 9, 2021 for the Advance Poll,
- \$200.00 for Saturday, October 14, 2021, and
- \$150.00 for attending the half-day of training.

Carried.

**Policy Statement No. 07-05-01: Smoky Lake Community Daycare Co-op (Pumpkin Patch): Terms of Reference.**

1191-21: Lukinuk That Smoky Lake County adopt Policy Statement No. 07-05-01: Smoky Lake Community Daycare Co-op (Pumpkin Patch): Terms of Reference:

<b>Title:</b> Smoky Lake Community Daycare Co-operative (Pumpkin Patch) - Terms of Reference	<b>Policy No.:</b> 07-01	
<b>Section:</b> 07	<b>Code:</b> P-S	<b>Page No:</b> 1 of 2
<b>Legislation Reference:</b>	Alberta Provincial Statutes.	
<b>Purpose:</b>	To provide for the appointment of Council members to the Smoky Lake Community Daycare Co-operative Committee’s elected Board of Directors, and to outline the objectives of Smoky Lake County’s appointed members.	

<b>Policy Statement and Guidelines:</b>	
<p><b>1. STATEMENT:</b></p> <p>1.1. Smoky Lake Community Daycare Co-operative (The Pumpkin Patch) was incorporated on September 19, 2018 as the first co-operative daycare in Alberta under Alberta Company Number 2221441526, that opened its doors on October 1, 2018 as a not for profit, accessible, accredited, licensed daycare facility in Smoky Lake, under the co-operative model governed and operated by an elected Board of Directors.</p> <p>1.2. Smoky Lake County and the Town of Smoky Lake have agreed to provide municipal representation on the Board of Directors in partnership with the Aspen View Public Schools Division No. 78.</p> <p>1.3. Smoky Lake County has the Smoky Lake Community Daycare Co-operative (The Pumpkin Patch) listed through Recreation &amp; Cultural Services as a Municipal Committee.</p> <div style="text-align: center;">  </div>	
<p><b>2. DEFINITION(S):</b></p> <p>2.1. "Appointed Member" for the purpose of this policy means the Councillor appointed to the Smoky Lake Community Daycare Co-operative (Pumpkin Patch).</p>	

<b>Title:</b> Smoky Lake Community Daycare Co-operative (Pumpkin Patch) - Terms of Reference	<b>Policy No.:</b> 07-01
<b>Section:</b> 07	<b>Code:</b> P-S
<b>Page No:</b> 2 of 2	

<p><b>3. OBJECTIVES:</b></p> <p>3.1. As a community stakeholder, the County's Appointed Members:</p> <p>3.1.1. are to represent the County on the Board of Directors, who are responsible for the hiring of staff, determining wage and salary allocations, and ensuring program guidelines for the Smoky Lake Community Daycare Co-operative (Pumpkin Patch),</p> <p>3.1.2. assist in decision-making for the operations of the daycare that facilitates childcare for infants, toddlers, preschools, and kindergarteners, and</p> <p>3.1.3. attend all scheduled meetings and share all communications and information to Council.</p> <p><b>4. GUIDELINES:</b></p> <p>4.1. Appointed Members must undergo a "Vulnerable Sector Check" which is governed by section 6.3(3) of the Criminal Records Act and obtained through the RCMP as an information check plus a check to see if a person has a record suspension (pardon) for sexual offences.</p> <p>4.2. Appointed Members shall consist of one member of Council, plus one more as alternate, and are appointed at the County Council Organizational Meeting each year.</p>
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Carried.

One Member of the Public virtually joined the meeting, time 9:42 a.m.

**Bylaw No. 1404-21: Ukrainian Twinning Committee – Terms of Reference**

1192-21: Orchowski

That Smoky Lake County **Bylaw No. 1404-21: Ukrainian Twinning Committee – Terms of Reference**, for the purpose of authorizing the Municipal Council to enter into a JOINT AGREEMENT to establish the provision of a Ukrainian Twinning Committee, for the purpose of pursuing joint projects of benefit to the Smoky Lake Region, Alberta, Canada and Kosiv District, Ivano-Frankivska Oblast, Ukraine, be given **FIRST READING**.

Carried.

Moved by Councillor Halisky, that Smoky Lake County **Bylaw No. 1404-21: Ukrainian Twinning Committee – Terms of Reference**, for the purpose of authorizing the Municipal Council to enter into a JOINT AGREEMENT to establish the provision of a Ukrainian Twinning Committee, for the purpose of pursuing joint projects of benefit to the Smoky Lake Region, Alberta, Canada and Kosiv District, Ivano-Frankivska Oblast, Ukraine, be given **SECOND READING**.

Carried.

Moved by Councillor Gawalko, that Smoky Lake County **Bylaw No. 1404-21: Ukrainian Twinning Committee – Terms of Reference**, for the purpose of authorizing the Municipal Council to enter into a JOINT AGREEMENT to establish the provision of a Ukrainian Twinning Committee, for the purpose of pursuing joint projects of benefit to the Smoky Lake Region, Alberta, Canada and Kosiv District, Ivano-Frankivska Oblast, Ukraine, be given **PERMISSION for third reading**.

Carried.

Moved by Councillor Cherniwchan that Smoky Lake County **Bylaw No. 1404-21: Ukrainian Twinning Committee – Terms of Reference**, for the purpose of authorizing the Municipal Council to enter into a JOINT AGREEMENT to establish the provision of a Ukrainian Twinning Committee, for the purpose of pursuing joint projects of benefit to the Smoky Lake Region, Alberta, Canada and Kosiv District, Ivano-Frankivska Oblast, Ukraine, be given the **THIRD and FINAL READING** and that the Reeve and the Chief Administrative Officer are hereby authorized to fix their signatures to all necessary documents and that the corporate seal also be fastened where it is deemed to be necessary.

Carried.

One Member of the Public virtually left the meeting, time 9:45 a.m.

Doug Ponich, Public Works Manager, virtually joined the meeting, time 9:45 a.m.

#### **Safety Codes Agency Agreement - Request for Proposals**

1193-21: Halisky

That Smoky Lake County, as Managing Partner, in conjunction with its municipal partners, the Town of Smoky Lake, the Village of Waskatenau and the Village of Vilna, award the Safety Codes Services Contract to The Inspections Group Inc., for a term of five (5) years, for the period of January 1, 2022, to December 31, 2026, and enter into a Safety Codes Services Agreement with the Inspections Group Inc., to provide Safety Codes Services in the Building, Electrical, Plumbing, Gas and Private Sewage Disposal Disciplines, and to have the option to include the Fire Discipline, in reference to the Joint Quality Management Plan, and as required as an Accredited Municipality under the Safety Codes Act, R.S.A., 2000, c. S-1, as amended.

Carried.

Cam Croswell, Manager of Dale Croswell Construction Co. Ltd. / DDC Sand & Gravel, virtually joined the meeting, time 9:55 a.m.

#### **7. Delegation (Addition to the Agenda):**

##### **Dale Croswell Construction Co. Ltd. / DDC Sand & Gravel**

Virtually present before Council from 10:05 a.m. to 10:11 a.m. was Cam Croswell, Manager of Dale Croswell Construction Co. Ltd. / DDC Sand & Gravel, to discuss a proposed Winter Haul Road Agreement.

**Dale Croswell Construction Co. Ltd. / DDC Sand & Gravel - Haul Road Agreement**

1194-21: Lukinuk That Smoky Lake County execute a Haul Road Agreement for Winter Haul, as per Policy Statement No. 03-14-12, for the period of December 15, 2021 to February 28, 2022 with Dale Croswell Construction Co. Ltd. / DDC Sand & Gravel to haul approximately 30,000 tonnes, provided the conditions are right, from Township Road 610 South on Range Road 181 to Township Road 604 and West to Highway 831.

Carried.

Delegation: Cam Croswell, Manager of Dale Croswell Construction Co. Ltd. / DDC Sand & Gravel, virtually left the meeting, time 10:11 a.m.

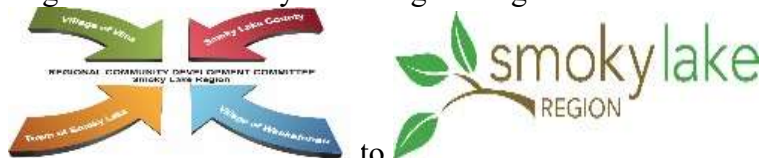
**Regional Post Election Council Orientation Training**

1195-21: Cherniwchan That Smoky Lake County engage Brownlee LLP to coordinate a virtual Regional Council Orientation Training to be scheduled for November 4, 2021 at a cost in the amount of \$4,050.00, as per the letter quote received from Jeneane S. Grundberg, Q.C., ICD.D, Brownlee LLP, dated September 15, 2021; and participate with the Town of Smoky Lake, Village of Waskatenau, and the Village of Vilna on a cost-share basis equally divided per participant to be paid to Smoky Lake County, in accordance with the recommendation received from the Smoky Lake Region Intermunicipal Collaboration Committee (ICC) meeting held on September 15, 2021.

Carried.

**Policy Statement No. 61-16-04: Regional Community Development Committee (RCDC): Communications**

1196-21: Halisky That Smoky Lake County, as the managing partner of the Regional Community Development Committee (RCDC) amend Policy Statement No. 61-16-04: Regional Community Development Committee (RCDC): Communications, for internal operations of RCDC, as recommended at the RCDC meeting held on April 26, 2021, for the purpose of removing reference to the Village of Waskatenau as a member municipality, and removing the Four Corner Logo and replacing it with the Smoky Lake Region Logo:



Carried.

**Policy Statement No. 61-19-02: Regional Community Development Committee (RCDC): Stakeholder Participation**

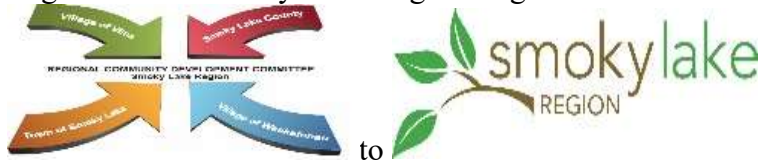
1197-21: Gawalko That Smoky Lake County, as the managing partner of the Regional Community Development Committee (RCDC) amend Policy Statement No. 61-19-02: Regional Community Development Committee (RCDC): Stakeholder Participation, for internal operations of RCDC, as recommended at the RCDC meeting held on April 26, 2021, for the purpose of removing reference to the Village of Waskatenau as a member municipality, and removing the Four Corner Logo and replacing it with the Smoky Lake Region Logo:



Carried.

**Policy Statement No. 61-18-02: Regional Community Development Committee (RCDC):  
Community Economic Development Officer (CEDO) – Reporting Schedule**

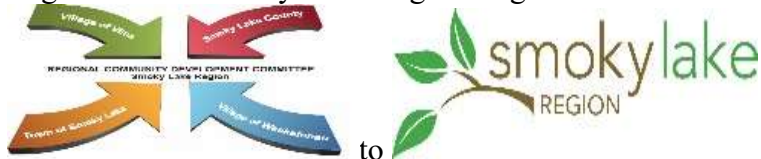
1198-21: Orichowski That Smoky Lake County, as the managing partner of the Regional Community Development Committee (RCDC) amend Policy Statement No. 61-18-02: Regional Community Development Committee (RCDC): Community Economic Development Officer (CEDO) – Reporting Schedule, for internal operations of RCDC, as recommended at the RCDC meeting held on April 26, 2021, for the purpose of removing reference to the Village of Waskatenau as a member municipality, and removing the Four Corner Logo and replacing it with the Smoky Lake Region Logo:



Carried.

**Policy Statement No. 61-17-02: Regional Community Development Committee (RCDC):  
Community Economic Development Officer (CEDO) – Performance Appraisal**

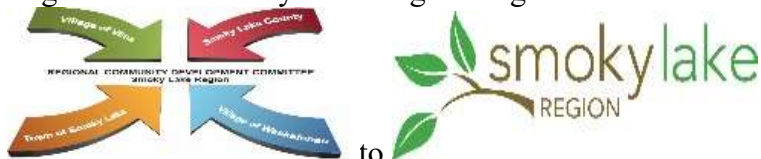
1199-21: Cherniwchan That Smoky Lake County, as the managing partner of the Regional Community Development Committee (RCDC) amend Policy Statement No. 61-17-02: Regional Community Development Committee (RCDC): Community Economic Development Officer (CEDO) – Performance Appraisal, for internal operations of RCDC, as recommended at the RCDC meeting held on April 26, 2021, for the purpose of removing reference to the Village of Waskatenau as a member municipality, and removing the Four Corner Logo and replacing it with the Smoky Lake Region Logo:



Carried.

**Policy Statement No. 01M-37-02: Community Economic Development Officer (CEDO) -  
Job Description**

1200-21: Lukinuk That Smoky Lake County, as the managing partner of the Regional Community Development Committee (RCDC) amend Policy Statement No. 01M-37-02: Community Economic Development Officer (CEDO) - Job Description, for internal operations of RCDC, as recommended at the RCDC meeting held on April 26, 2021, for the purpose of removing reference to the Village of Waskatenau as a member municipality, and removing the Four Corner Logo and replacing it with the Smoky Lake Region Logo:

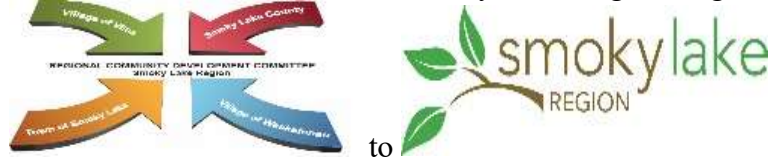


Carried.

**Policy Statement No. 61-04-04: Regional Community Development Committee (RCDC):  
Smoky Lake Region Strategic Plan**

1201-21: Halisky

That Smoky Lake County, as the managing partner of the Regional Community Development Committee (RCDC) amend Policy Statement No. 61-04-04: Regional Community Development Committee (RCDC): Smoky Lake Region Strategic Plan, for internal operations of RCDC, as recommended at the RCDC meeting held on April 26, 2021, for the purpose of removing reference to the Village of Waskatenau as a member municipality, and removing the Four Corner Logo and replacing it with the Smoky Lake Region Logo:

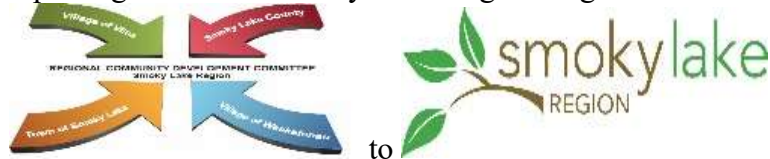


Carried.

**Policy Statement No. M61-02-02: Regional Community Development Committee (RCDC):  
Work Plan**

1202-21: Orichowski

That Smoky Lake County, as the managing partner of the Regional Community Development Committee (RCDC) amend Policy Statement No. M61-02-02: Regional Community Development Committee (RCDC): Work Plan, for internal operations of RCDC, as recommended at the RCDC meeting held on April 26, 2021, for the purpose of removing reference to the Village of Waskatenau as a member municipality, and removing the Four Corner Logo and replacing it with the Smoky Lake Region Logo:



Carried.

**Bylaw No. 1405-21: Bylaw Enforcement Officer**

1203-21: Halisky

That Smoky Lake County **Bylaw No. 1405-21: to provide for the appointment and empowerment of a Bylaw Enforcement Officer and repeal Bylaw No. 1366-20**, be given **FIRST READING**.

Carried.

Moved by Councillor Orichowski, that Smoky Lake County **Bylaw No. 1405-21: to provide for the appointment and empowerment of a Bylaw Enforcement Officer and repeal Bylaw No. 1366-20**, be given **SECOND READING**.

Carried.

Moved by Councillor Cherniwchan, that Smoky Lake County **Bylaw No. 1405-21: to provide for the appointment and empowerment of a Bylaw Enforcement Officer and repeal Bylaw No. 1366-20**, be given **PERMISSION for Third Reading**.

Carried.

Moved by Councillor Gawalko, that Smoky Lake County **Bylaw No. 1405-21: to provide for the appointment and empowerment of a Bylaw Enforcement Officer and repeal Bylaw No. 1366-20**, be given **THIRD AND FINAL READING**.

Carried.

**Bylaw Enforcement Officer - Investigative Assurance c/o Tammy Goddu**

1204-21: Orchowski That Smoky Lake County appoint Investigative Assurance c/o Tammy Goddu, as the contract Bylaw Enforcement Officer for Smoky Lake County and acknowledge an “Oath of Office” was executed by Ms. Goddu on September 21, 2021 to provide Bylaw Enforcement Services to Smoky Lake County in accordance with the law.

Carried.

Delegation: Bob Novosiwsky, Landowner, joined the meeting via telephone, time 10:24 a.m.

**7. Delegation:**

**Bob Novosiwsky - Landowner**

Virtually present before Council from 10:25 a.m. to 10:39 a.m. was Bob Novosiwsky, Landowner, to discuss Road Alignment at NE-19-57-13-W4 under Executive Session.

**8. Executive Session:**

**Land and Legal Issues:**

1205-21: Halisky That Smoky Lake County Council go into Executive Session to discuss a Land and Legal Issue, under the authority of the FOIP Section 27: Privileged Information, relating to Road Alignment at NE-19-57-13-W4, in the presence of all Council, Chief Administrative Officer, Assistant Chief Administrative Officer, Finance Manager, Planning and Development Assistant, Delegation: Bob Novosiwsky, and Legislative Services Clerk, time 10:25 a.m..

Carried.

1206-21: Cherniwchan That Smoky Lake County Council go out of Executive Session, time 10:36 a.m..

Carried.

**Road Closure – Road Plan 10 CL and Road Plan 3098HW, NE-19-57-13-W4**

1207-21: Cherniwchan That Smoky Lake County Council **rescind** the August 26, 2021, Motion #1115-21 in respect to all the portions of road described in Road Plan 10 C.L. & Road Plan 3098HW, located within the lands legally described as NE-19-57-13-W4M, **and resolve:**

1. to close all the portions of road described in Road Plan 10 C.L. & Road Plan 3098HW, located within the lands legally described as NE-19-57-13-W4M, subject to written approval for the landowner of the lands legally described as NE-19-57-13-W4M;
2. to close a portion of road measuring about 440ft more or less in length, located southeast of the lands legally described as SE-30-57-13-W4M, subject to written approval for the landowner of the lands legally described as SE-30-57-13-W4M;
3. and further, subject to Ministerial approval of both the closures,
  - a. to register a new Road Plan to incorporate the as-built road lying within the lands legally described as NE-19-57-13-W4M & SE-30-57-13-W4M, as per Smoky Lake County Policy No. 03-61: Road Closure or Cancellation;
  - b. and that each said land-swap with each landowner be for \$1.00;
4. and complete the said work at the County’s cost, with surveying not to exceed the amount of \$5,000.00, **to be allocated from the Planning and Development budget**, as the file was initially commenced in 1991 but left incomplete.

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 August 19, 2021 to September 16, 2021.

**Family and Community Support Services (FCSS) Grant**

1208-21: Halisky

That Smoky Lake County approve to allocate funding from the 2021 Family and Community Support Services (FCSS) Grant budget in accordance with Policy No. 08-17-01: Family and Community Support Services (FCSS) grant as follows: in the amount of **\$2,500.00** for a "Support Respect in Sport" program to be facilitated by the Smoky Lake Minor Hockey Association.

Carried.

**Addition to the Agenda**

**Smoky Lake Curling Association – Funding Request**

1209-21: Lukinuk

That the Smoky Lake County Council approve to contribute funds, in the amount of **\$11,188.00** allocated from Municipal Sustainability Initiative (MSI) Operating funds to the Smoky Lake Curling Association, stipulating the said funds must be utilized to sustain the curling rink facility operating fees; in response to the letter request for funding, received from Amy Cherniwchan, Director/Treasurer, dated September 20, 2021.

Carried.

**Finance Manager's Report**

1210-21: Halisky

That Smoky Lake County's Finance Manager's Report for the period of August 19, 2021 to September 16, 2021, be accepted and filed for information.

Carried.

Kyle Schole, Planning and Development Assistant, virtually left the meeting, time 11:00 a.m.

**Chief Administrative Officer's Report**

The Chief Administrative Officer (CAO) provided a written report to Council for the period of August 26, 2021 to September 23, 2021 as follows:

**LEGISLATIVE / GOVERNANCE**

- Bylaw Enforcement: the contracts were executed, and Investigative Assurance has been contracted to provide Bylaw Enforcement services to the County until we hire a CPO.
- TSI – Several meetings. Draft Governance report for Council review. TSI will undertake a presentation as a delegation to Council. Recommendation as the next step is to forward the report to the Committee members for their review, possible meeting with TSI (Zoom) and forward comments to TSI.
- Joint Health and Safety Committee Sept 16/21.
- ICC Committee meeting Sept 16/21.
- Ukrainian Twinning Working Group Committee meeting Sept 17/21.

**ADMINISTRATIVE**

- Administration Building Upgrades – Roof Replacement: The contract has been executed. The Contractor is having some supplier issues in ordering materials. It is expected that the startup meeting will occur on Monday, Sept 27 with mobilization commencing at that time as well.
- RCDC Meeting Aug 30/21.
- Bonnie Lake Resort – Meetings pertaining to development/engineering.
- Administrators meeting to discuss possible ACP projects.

- COVID Meeting – Hinshaw Sept 08/21.
- Alberta Environment & Protection Information Session – Gravel Leases Sept 09/21.
- Victoria District Economic Development Sept 15/21.
- Stacey Miskew – Mons Lake broadband request – joint meeting with Town and VM Systems to look into options for bringing increased broadband to Mons Lake. Preliminary dialogue and processes, including Local Improvements for request of subsidization.
- Council Departmental meeting Sept 21/21.

#### HIGHWAY 28/63 Regional Water Services COMMISSION

- Meeting with Legal – Discussion of risk and outstanding agreements Sept 01/21.
- Meetings with Associated Engineering – Ongoing Issues.
- Meeting with WFL Leadership Sept 03/21.
- Associated Engineering Reservoir Issues Sept 08/21.
- HWY 28/63 Meeting Aug 18/21.

#### FINANCIAL

- County preliminary Budget discussion with Council Sept 15/21.

#### HUMAN RESOURCES

- Shop Foreman: 4 resumes were received for the position. The Committee met to review the resumes on Aug 19 and two were selected for interviews. Interviews were set up for Aug 31/21. One candidate declined and the interview proceeded with one individual. Mark Fedoretz was offered the position of Public Works Shop Foreman.
- Contract Review – Community Economic Development Officer (CEDO).
- Legal – Managing Partner Deficiency Issues.

#### COMMUNITY

- Alberta Care Conference cancellations Sept 04/21.
- Doctor Retention and Recruitment Committee Sept 14/21.

#### TRAINING

- N/A.

Dave Franchuk, Environmental Operations Manager, virtually joined the meeting, time 11:25 a.m.

#### **Public Works Shop Foreman Position**

1211-21: Halisky That Smoky Lake County Council acknowledge Mr. Mark Fedoretz is the successful candidate to fulfill the position of Public Works Shop Foreman, effective September 1, 2021.

Carried.

Dave Franchuk, Environmental Operations Manager, virtually left the meeting, time 11:32 a.m.

#### **Alberta Transportation - Land Flooding at Rural Address 59257 – Highway 855**

1212-21: Orichowski That Smoky Lake County acknowledge receipt of the reply letter from Michael Botros, P.Eng., Regional Director North Central & Fort McMurray Regions, Alberta Transportation, dated September 20, 2021, in response to County Council Motion 945-21 passed on June 24, 2021 in respect to the letter received by Smoky Lake County from Stephanie Jarema, dated June 10, 2021, regarding flooding issues on the land located at the rural address: 59257 – Highway 855; stating “the highway infrastructure is sufficient to meet Alberta Transportation's drainage neutral design philosophy” and recommending “a drainage assessment of the area may be beneficial as a first step in determining solutions for the residents.”.

Carried.

11:48 to 11:48 a.m. 9. **Public Question and Answer Period:**

None.

**Meeting Recessed** Meeting recessed for Lunch, time 11:48 a.m.

**Meeting Reconvened** The meeting reconvened on a call to order by Reeve Craig Lukinuk at 12:34 p.m. in the presence of all Council members, the Chief Administrative Officer, Assistant Chief Administrative Officer, Finance Manager, Planning and Development Assistant, Recording Secretary, GIS Officer, Communications Technician, Fire Chief, Deputy Fire Chief, two Members of the Public, and Delegation: Keven Lefebvre from Transitional Solutions Inc.

7. **Delegation:**

**Transitional Solutions Inc. – Keven Lefebvre**

Virtually present before Council from 12:35 p.m. to 1:30 p.m. was Keven Lefebvre of Transitional Solutions Inc. to present the interim report in respect to the Regional Fire Services Study, specific to Governance Models and viable options as a stepping stone to the final Governance: Business & Implementation Plans, under executive Session.

8. **Executive Session:**

**Land and Legal Issue:**

**Transitional Solutions Inc – Regional Fire Services Study**

1213-21: Cherniwchan That Smoky Lake County Council go into Executive Session to discuss three Land and Legal Issues, under the authority of the FOIP Section 27: Privileged Information, relating to the interim report in respect to the Regional Fire Services Study, specific to Governance Models and viable options as a stepping stone to the final Governance: Business & Implementation Plans, in the presence of all Council, Chief Administrative Officer, Assistant Chief Administrative Officer, Finance Manager, Planning and Development Assistant, Fire Chief, Assistant Fire Chief, Legislative Services Clerk, and Delegation: Keven Lefebvre of Transitional Solutions Inc., time 12:34 p.m..

Carried.

1214-21: Orchowski That Smoky Lake County Council go out of Executive Session, time 1:36 p.m..

Carried.

**Transitional Solutions Inc – Regional Fire Services Study**

1215-21: Halisky That Smoky Lake County **defer** the interim report, dated September 17, 2021, in respect to the Regional Fire Services Study, specific to Governance Models and viable options as a stepping stone to the final Governance: Business & Implementation Plans, as prepared by Transitional Solutions Inc. which was received under the authority of the FOIP Act Section 27: Privileged Information; **to a future Smoky Lake Region Fire & Rescue Services Committee Meeting** for discussion after the 2021 Municipal Election.

Carried.

## Financial Statements

As annexed to the minutes:

- ↳ Financial Statement – May and June 2021.

## Action List(s)

Action Lists:

- i. County Council Departmental Meeting – June 22, 2021.
- ii. County Council Meeting – June 24, 2021.
- iii. County Council Special Meeting – June 28, 2021.
- iv. County Council Departmental Meeting – July 20, 2021.
- v. County Council Committee of the Whole for the Purpose of Planning Meeting – July 28, 2021.
- vi. County Council Special Meeting – August 5, 2021.

## Business Arising from the Action List – August 26, 2021, Council Motion #1095-21

### Re-schedule Public Hearing for Bylaw No. 1402-21: Road Closure in Warspite

1216-21: Lukinuk

That Smoky Lake County's **Public Hearing for Bylaw No. 1402-21: Road Closure in Warspite**, scheduled for Thursday, September, 23, 2021, at 9:15 a.m., **be rescheduled to the December 2021 Council Meeting** to be held at the Smoky Lake County Council Chambers and concurrently broadcasted via Zoom, and advertise said Public Hearing in the local newspaper, as per the requirements of the Municipal Government Act, and provide notice of said Public Hearing to adjacent landowners located within 500 meters of the proposed closure area, and provide notice of said Public Hearing on the County's website, as per Smoky Lake County Bylaw No. 1282-15: Planning and Development Public Hearing Procedures.

Carried.

## Chief Administrative Officer's Report

1217-21: Orichowski

That Smoky Lake County's Chief Administrative Officer's report for the period of August 26, 2021, to September 23, 2021, be accepted and filed for information.

Carried.

## 5. Issues for Information:

### 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.

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

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

Reports provided from the September 13, 2021 N.E. Muni-Corr Ltd. Meeting agenda package included:

- Business from Minutes
  - 2021-13 Draft Meeting Procedural Policy Carried.
  - 2021-14 Right of Way/Siding Lands Enhancement Policy Carried.
  - Draft Bylaw Update - Sent to Municipalities.
  - Discussion on Bonnyville Regional Fire Authority Invoice – Tabled.
  - Discussion on Regional Fire Authority.
- Correspondence
  - Response to Reeve Craig Lukinuk, Smoky Lake County.
  - Response to Deputy Reeve Chad Colburne, Town of Bonnyville.
  - Response to Rodd Thorkelsson, Brownlee LLP- Letter attached.
- Reports
  - Riverland Recreational Trail Society--Nothing much to report.
  - Administration - Marianne Janke - Report attached.
- New Business
  - Glendon Landscape - Maps attached.
  - Problems with vehicles on Beaver River Trestle.
- Controllers Report reviewed.
- Next Meeting October 4, 2021.

### 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:

August 19, 2021 – Métis Nation of Alberta 93<sup>rd</sup> Annual General Assembly, held Métis Crossing: (Craig & Lorne)

- Provided a speech to welcome all Elders, Officials, Dignitaries and Special Guests to the County and to the historic, beautiful banks of the North Saskatchewan River at Métis Crossing.

August 20, 2021 - Victoria Dist. Ec. Dev Strategy Implementation Working Group, held Virtually: (Craig)

- Received roundtable updates on activities and progress of the formation of the Municipally Controlled Corporation and Limited Corporation.

August 21, 2021 - Metis Crossing Parade and Unveiling of War Veteran Memorial Plaque, held Métis Crossing: (Craig)

- Attended the 93<sup>rd</sup> Annual AGM at Metis Crossing where I was the Delegation Representing Smoky Lake County in a Parade Pre-session for the Unveiling of the Metis Veteran Memorial Plaque.

August 24, 2021 - Council Departmental Operations meeting, held in Chambers/Virtually: (all Council)

- Approved to cancel the Annual Farmers and Ranchers Appreciation Event for 2021 because of the uncertainty of everchanging COVID-19 pandemic restrictions.
- Approved to temporarily replace the seasonal Trapper position with a fulltime salaried Animal Control Technician position.
- Proclaimed September 7, 2021, as Ukrainian-Canadian Heritage Day.
- Proclaimed September 19 to September 25, 2021, to be designated as Alberta Development Officers Week.
- Approved to execute two lease agreements with Enterprise Fleet Management Canada Inc. to provide two County trucks.

August 26, 2021 - Council Regular Meeting, held in Chambers/Virtually: (all Council)

- Gave first reading to Bylaw 1402-21 for a Road Closure of located Warspite.
- Acknowledged remediation reports received for the Former Waskatenau Nuisance Ground.
- Resolved to renew Bylaw No. 1289-16: Smoky Lake County & Town of Smoky Lake Intermunicipal Development Plan.
- Approved the Heritage River Management Planning Process Framework.
- Approved the procurement and placement of wayfinding signage at the County's Lake subdivisions.
- Approved to sponsor the 3<sup>rd</sup> Annual "Power Up North!" conference at Metis Crossing.
- Approved to offer for sale at a public auction the properties in tax arrears with Tax Notifications on November 12, 2021.
- Approved adding September 30<sup>th</sup> as the "National Day for Truth and Reconciliation" and have the offices closed on that day each year.
- Reviewed the organizational chart structure.
- Approved to execute a service contract agreement for enforcing County bylaws with Investigative Assurance, of Elk Point.
- Approved awarding the contract to Western Weather Protector, of St. Albert, Alberta to replace the roof on the County's Main Office.
- Amended Management Policy Statement No. 1-M-08-05: Shop Foreman – Job Description.
- Amended Management Policy Statement No. 1-M-25-03: Grader Operator – Job Description.
- Approved to enter into three Tax Agreement to recover outstanding property taxes.
- Acknowledged the Public Participation process was engaged for the five-year 2021- 2025 Financial Plan.
- Approved to donate \$200 to the Redwater-Smoky Lake Victim Services Unit's Annual Charity Golf Tournament.

August 30, 2021 – Regional Economic Development Committee (RCDC), held in Chambers/Virtually: (Craig, Lorne, Johnny)

- Approved to provide \$1,000 to Métis Crossing for the Travel Alberta Cooperative Marketing project.
- Amended the Strategic Priorities Chart to include the Vilna Mainstreet Revitalization Project in the NOW category.
- Discussed the review of the Terms of Reference.

September 3, 2021 - Victoria Dist. Ec. Dev Strategy Implementation Working Group, held Virtually: (Craig)

- Received roundtable updates on activities and progress of the formation of the Municipally Controlled Corporation and Limited Corporation.

September 9, 2021 – Power up North Conference: (Craig)

- Attended this event and brought Greetings on Behalf of Smoky Lake County.

September 14, 2021 – Doctor Retention and Recruitment Meeting, held virtually: (Craig, Johnny, Randy)

- Received the Drs. Raubenheimer Medical Clinic Cheque for unspent fund as per the Memorandum of Understanding.
- Acknowledge the Doctor Retention and Recruitment Committee Letter of Support for the Vilna Health Centre Lab.

September 15, 2021 – Council Budget Meeting, held in Chambers/Virtually: (all Council)

- Discussed the 2022 Budget and Five-Year Financial Plan to provide direction to administration.
- Approved the five-year Bridge Priority Plan for 2022-2026.

September 15, 2021 - Victoria Dist. Ec. Dev Strategy Implementation Working Group, held Virtually: (all Council)

- Councillors, Administrators, Directors and Management of: Smoky Lake County, Town of Smoky Lake, Village of Vilna, Village of Waskatenau, Métis Crossing, and Métis Nation of Alberta attended, and information was shared on the status of Tourism Strategy, expressing appreciation for the leadership to date, highlighting relationships built through the past 2 years of engagement, and providing the participants with briefing notes to reference when speaking with the public.

September 16, 2021 – Smoky Lake Region Intermunicipal Collaboration Committee (ICC), held virtually: (Criag, Johnny, Lorne)

- Recommended awarding the regional Safety Codes Services contract to The Inspections Group Inc.
- Recommended participate and cost share in a virtual Regional Council Orientation Training after the municipal election.

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

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

September 01, 2021 – Northeast Alberta Information HUB AGM/Board/Membership Meeting (in-person): Lorne Halisky

- Open message delivered by Steve Upham introducing three MLA's in attendance Garth Rowsell Vermillion-Lloydminster-Wainwright, David Hanson Bonnyville-Cold Lake-St. Paul and Jackie Armstrong Homeniuk Fort Saskatchewan-Vegreville. Also announcing that he is retiring from the Northeast Alberta Information Hub Board Chair position.
- Financial report presented with all in good standing.
- Executive Director Perry Phillips discussed that the Northeast Alberta Information Hub has 45 entities which includes towns, cities, villages, hamlets and colleges etc. The Northeast Alberta Information Hub Strategic Plan of viable investment, business expansion, identify/develop specific value propositions, market diversification and barrier(s) identification with focus areas of membership fees, Alberta's emerging hemp industry, Cares project, Agri-food sector, Drone video for marketing, Thought for food initiative and Eastern Alberta Trade Corridor/ Palliser Economic Partnership which includes rework/web design etc.
- Next Northeast Alberta Information Hub Meeting is TBD.

September 16, 2021 – Joint Health and Safety Meeting (virtually): Johnny Cherniwchan and Lorne Halisky

- No training was completed from August 12, 2021 to September 16, 2021; and prioritize First Aid training for all employees to be completed prior to the next Joint Health & Safety Committee Meeting.
- Verbal report received on September 16, 2021 regarding the Formal Safety Inspections completed on the following areas: Public Works (New Shop), Public Works (Old Shop), Gas Bay, Agricultural Bay and Parks & Recreation Trailers Units 714 & 713.
- There were 6 break-and-enter, property damage incidents reported for the period of August 10, 2021 to September 16, 2021: August 10, 2021, at Vilna Fire Hall, September 3, 2021, at Whitefish Off-Reserve Water Reservoir, September 4, 2021, at Spedden Landfill, September 12, 2021, at Spedden Landfill, September 13, 2021, at Spedden Landfill and September 13, 2021, at Vilna Waste Transfer Site.
- Internal Audit Action Plan had some progress mainly in the administration area since last reporting period reported by the Safety Officer.
- Joint Health & Safety Committee members who can attend – attend the Northern & Southern Alberta Safety Council Meeting scheduled for September 21, 2021, to be held virtually.
- The Chief Administrative Officer has assigned the Safety Officer to implement temporary measures to reduce the impacts of COVID-19 on the health care system, as per the Government of Alberta's COVID-19 public health actions, which will address members of the public visiting County Offices; and acknowledge these temporary measures must be in place prior to Monday, September 20, 2021 as it is the closing date for the Municipal Election Nomination Period; and also acknowledge the Safety Officer is to ensure the temporary measures continue to be aligned with Alberta's COVID-19 public health actions as they evolve, in respect to receiving property tax payment.
- Mental health is just as important as physical health. As the saying goes: Everyone is fighting a battle you know nothing about. Be kinder than necessary.
- Take breaks from watching, reading, or listening to news stories, including those on social media. It's good to be informed but hearing about the pandemic constantly can be upsetting. Consider limiting news to just a couple times a day and disconnecting from phone, tv, and computer screens for a while.
- Harvest continues so please be aware of moving farm equipment and allow them enough space to get by if passing them on a roadway.
- 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.
- External auditor has been booked for the week starting October 18, 2021.
- Safety Officer is working on fire drills for buildings.
- Emergency procedures for transfer sites and gravel scale shack were completed.
- Awareness of upcoming hunting season.
- 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, October 14/21.

**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:

Smoky Lake Seniors Foundation meeting held September 16, 2021

- Minutes from previous meeting attached
- Managers, maintenance, and CAO reports attached
- No progress on the possibility of internet towers on Bar V Nook manor. The town may consider an alternate location
- A new Harassment & Workplace Violence Policy was passed HR645
- Minister of Seniors visit scheduled for August 26/2021 was a no show. However, we did see Facebook clips of her visiting St. Paul and Bonnyville that day.
- National Truth and Reconciliation Day will be observed on September 30/2021 It will be considered a paid holiday for staff.
- Always aware of new guidelines and restrictions imposed by AHS and the Province.
- COVID relief funding still being received.
- Next meeting is scheduled for October 14th 2021 at 9:00 a.m.

**Councillors Reports on Various Committees, Boards and Commissions**

1218-21: Orichowski That the Smoky Lake County Councillors Reports received for the period of August 26, 2021 to September 16, 2021, be accepted and filed for information and the Reeve's Report for the period of August 16, 2021, to September 16, 2021, be accepted and filed for information, as well as posted to the County website.

Carried.

**8. Executive Session:**

**Land and Legal Issue:**

**North East Muni-Corr Ltd.**

1219-21: Gawalko That Smoky Lake County Council go into Executive Session to discuss a Land and Legal Issue, under the authority of the FOIP Section 27: Privileged Information, and Section 16: Third Party Business Interest, relating to board member obligations and fiduciary duties in respect to North East Muni-Corr Ltd., in the presence of all Council, Chief Administrative Officer, Assistant Chief Administrative Officer, and Finance Manager, time 1:54 p.m..

Carried.

1220-21: Halisky That Smoky Lake County Council go out of Executive Session, time 2:01 p.m..

Carried.

**Smoky Lake Community Daycare Committee – Program Director**

1221-21: Halisky That Smoky Lake County acknowledge receipt of the email from Tenille Garton, dated September 13, 2021 announcing her resignation from the position of Program Director at the Smoky Lake Pumpkin Patch Daycare, effective September 30, 2021.

Carried.

**County Council Organizational Meeting**

1222-21: Cherniwchan That the next Smoky Lake **County Council Organizational Meeting** be scheduled for **Thursday, October 28, 2021, at 9:00 a.m.**, to be held physically in County Council Chambers and virtually, through Electronic Communication Technology as per Bylaw 1376-20.

Carried.

**6. Correspondence:**

**Service Line Warranties of Canada**

1223-21: Gawalko That the letter received by Smoky Lake County from Mike Van Horne, General Manager, Service Line Warranties of Canada, dated August 10, 2021, in regard to their program which educates homeowners about their service line responsibilities and offers protection from unanticipated service line repair costs, be filed for information.

Carried.

**New H.A. Kostash School - Sod Turning Ceremony**

1224-21: Halisky That Smoky Lake County Council who can attend – attend the Sod Turning Ceremony for the new H. A. Kostash School scheduled for September 24, 2021 at 1:00 p.m. at 5019 50 Street, Smoky Lake, Alberta.

Carried.

**Strategic Transportation Infrastructure Program (STIP) – Funding Denial**

1225-21: Orichowski That Smoky Lake County acknowledge receipt of the Strategic Transportation Infrastructure Program (STIP), Local Road Bridge Component funding denial from Miranda Rowda, P. Eng., Infrastructure Manager, Alberta Transportation, dated August 30, 2021, in respect to the projects under bridge file numbers: BF70923, BF72828, BF00849, and BF01772, not being recommended for grant funding at this time.

Carried.

**Strategic Transportation Infrastructure Program (STIP) - Bridge File BF13398**

1226-21: Gawalko That Smoky Lake County approve action taken in executing Memorandum of Agreement between Alberta Transportation and Smoky Lake County on August 31, 2021, for the Strategic Transportation Infrastructure Program (STIP), Local Road Bridge Component funding of eligible costs in the amount of \$664,400.00, for the bridge replacement project under bridge file number BF13398.

Carried.

**The Review, Redwater, The Free Press, Morinville**

1227-21: Halisky That Smoky Lake County acknowledge receipt of the correspondence from Ed and Wanda Cowley, owners, and publishers of “The Review” Redwater and “The Free Press” Morinville, newspapers, dated September 2021, announcing the continuation of the newspapers under new ownership starting in January 2022.

Carried.

**Royal Canadian Mounted Police (RCMP) – Thank You for Support**

1228-21: Orichowski That Smoky Lake County acknowledge receipt of the correspondence from C.M. (Curtis) Zablocki, M.O.M., Deputy Commissioner, Commanding Officer Alberta RCMP, dated August 25, 2021, thanking Smoky Lake County for supporting the retention of the Royal Canadian Mounted Police (RCMP) in Alberta.

Carried.

**Federation of Alberta Gas Co-ops Ltd. - 2021 Convention**

1229-21: Cherniwchan That Smoky Lake County Council and Relevant Staff who can attend – attend the Federation of Alberta Gas Co-ops Ltd 2021 Convention and Trade Fair, scheduled for November 28 to December 2, 2021 in Edmonton, Alberta.

Carried.



**Crime Watch Canada Magazine**

1230-21: Halisky That Smoky Lake County take no action to the letter received from Tony Russo, National Accounts Manager, Crime Watch Canada, dated September 17, 2021, requesting sponsorship of an advertisement within the Crime Watch Canada bi-monthly Magazine.

Carried.

**9. Information Release:**

**Thank You to Smoky Lake County**

1231-21: Halisky That Smoky Lake County acknowledge the “Thank You” correspondence received in the Month of September 2021, from:

- Chahor Parish, for the centenary representation,
- STARS, for the annual donation,
- Bellis 4-H Beef Club, for the 2021 Achievement Day support/donation,
- Community Futures St. Paul/Smoky Lake Region, for the Lemonade Day Sponsorship, and
- Bellis / Vilna Citizens on Patrol, for the donation.

Carried.

**Information Releases: September 2021**

1232-21: Gawalko That the following correspondence released to Smoky Lake County Council in accordance with Policy Statement No. 01-28-02: Council - Request for Information, for the month of September 2021, be (F) filed for information or (A) acknowledged receipt:

- R56-21: UCC Alberta – E-Bulleting: September 9, 2021.F

Carried.

**10. Bills & Accounts:**

**Bills and Accounts Approved for Payment**

1233-21: Orichowski 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: Sept. 23rd, 2021**

Batch #	Cheque Numbers	Total of Batch
55911	51558 to 51584	\$116,084.79
55933	51585	\$70.96
56013	51586 to 51589	\$186,144.91
56047	51590 to 51614	\$507,440.52
56105	51615 to 51620	\$13,981.14
<b>Total Cheques from 51558 to 51620</b>		<b>\$823,722.32</b>

Batch #	EFT Numbers	Total of Batch
55911	417 to 433	\$158,644.51
55933	434 to 435	\$12,974.64
56013	436 to 438	\$30,550.32
56047	439 to 458	\$168,471.63
56105	459 to 466	\$263,549.26
<b>Total EFTs from 417</b>		<b>\$634,190.36</b>

**Direct Debit Register**

Batch #	Description	Total of Batch
55934	Enterprise Fleet Mgmt	\$126.24
55935	Enterprise Fleet Mgmt	\$2,006.99
55970	My HAS	\$221.00
56098	Smoky Lake County	\$399,308.18
<b>Total Direct Debits</b>		<b>\$401,662.41</b>
<b>Grand Total Bills and Accounts</b>		<b>\$1,859,575.09</b>
<i>(Note: From General Account)</i>		

Carried.

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

**County Council Meeting**

1234-21: Cherniwchan That the next Smoky Lake County Council Meeting be scheduled prior the October 18, 2021 Municipal Election, on **Friday, October 15, 2021, at 9:00 a.m.** for the purpose of unfinished business, to be held virtually, through Electronic Communication Technology as per Bylaw 1376-20 **and/or** physically in County Council Chambers.

Carried.

**ADJOURNMENT:**

1235-21: Lukinuk That the Smoky Lake County Council Meeting of September 23, 2021, be adjourned, time 2:32 p.m..

\_\_\_\_\_  
REEVE

**S E A L**

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CHIEF ADMINISTRATIVE OFFICER