

SMOKY LAKE COUNTY

Minutes of the **County Council Meeting** held on Friday, **October 15, 2021**, at 9:11 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>Friday, Oct. 15, 2021</u>		
<u>Div. No.</u>	<u>Councillor(s)</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

Observers in Attendance Upon Call to Order:

GIS	Carole Dowhaniuk	Virtually Present
Communications Tech.	Evonne Zukiwski	Virtually Present
Bylaw Enforcement Officer	Tammy Goddu	Virtually Present
Assistant Ag. Fieldman	Amanda Kihn	Virtually Present
Fire Chief	Scott Franchuk	Virtually Present
Media	Redwater Review	Absent
Public	1 Member	Virtually Present

2. Agenda:

1291-21: Halisky

That the Smoky Lake County Council Meeting Agenda for Friday, October 15, 2021, be adopted, as amended:

Additions to the Agenda:

1. Executive Session: Legal Land Issue – Re: Waskatenau Nuisance Ground Remediation Project under FOIP Section 21: Disclosure harmful to intergovernmental relations, and FOIP Section 16: Disclosure harmful to business interests of a third party.
2. Small Business Week Proclamation.
3. Remembrance Day Ceremonies.
4. Kinette Club of Smoky Lake – Request for Support.
5. Vilna Agricultural Society – Request for Assistance.
6. Northeast Regional Agricultural Service Board Conference.
7. Lake Trails Strategy.
8. North Saskatchewan Watershed Alliance Society Membership.

Carried Unanimously.

3. Minutes:

No Minutes.

4. Request for Decision:


Policy Statement No. 61-07-04: Regional Community Development Committee (RCDC) – Terms of Reference

1292-21: Halisky

That Smoky Lake County as the managing partner of the Regional Community Development Committee (RCDC), amend Policy Statement No. 61-07-04: Regional Community Development Committee (RCDC) – Terms of Reference:

Title: Regional Community Development Committee (RCDC): Terms of Reference		Policy No.: 07-04
Section: 61	Code: P-R	Page No.: 1 of 2

Legislation Reference:	Alberta Provincial Statutes
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Purpose:	<p>The Regional Community Development Committee (RCDC) is a Regional Committee established jointly between Smoky Lake County, Town of Smoky Lake, and the Village of Vilna.</p> <p>The Regional Community Development Committee (RCDC) is listed under the Planning, Sub-division and Development Control. The Terms of Reference is established in accordance with Bylaw NO. 1399-21: JOINT AGREEMENT to establish the provision of a Regional Community Development Committee (RCDC) for the purpose of promoting the development of a diversified economic base in the Smoky Lake Region.</p> <p>Appointment held annually at County Organizational Meeting.</p> 
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Policy Statement and Guidelines:	
1. MEMBERSHIP:	
1.1	Two (2) members of Council (serving throughout their term).
1.2	One member as alternate.
1.3	Two (2) public-at-large members from Smoky Lake County (appointed for a two-year term).
2. OBJECTIVE:	
2.1	To monitor and assist in the implementation and execution of the Smoky Lake Region Strategic Plan in accordance with Policy Statement No. 61-04: Regional Community Development Committee (RCDC): Smoky Lake Region Strategic Plan .
3. MANDATE:	
3.1	To represent as members on the Committee to identify specific goals / objectives, corresponding performance measures and targets, and make recommendations for fine-tuning the Economic and Community Development Strategic Plan, as required.

Title: Regional Community Development Committee (RCDC): Terms of Reference		Policy No.: 07-04
Section: 61	Code: P-R	Page No.: 2 of 2

Policy Statement and Guidelines:	
3.2	Respond to specific requests by the three Councils to review, further consider, advise and/or undertake consultations around a particular economic and/or community development issues to enhance business retention, growth and new business attraction.
3.3	Provide broad-based community leadership, experience and expertise in helping build on the region's / individual municipalities' current economic situation and overall business climate.
3.4	Attend all scheduled meetings and share communications and information to Council.

Carried.

Safety Codes Agency Agreement

1293-21: Cherniwchan That Smoky Lake County, as Managing Partner, in conjunction with its municipal partners, the Town of Smoky Lake, the Village of Vilna and the Village of Waskatenau, execute the Safety Codes Services Agreement with the Inspections Group Inc., to provide Safety Codes Services for the Building, Plumbing, Gas, Electrical and Private Sewage Disposal Disciplines, and, if necessary, the Fire Discipline, for the period of January 1, 2022, to December 31, 2026, and in accordance with the Joint Quality Management Plan and the Safety Codes Act, R.S.A., 2000, c. S-1 as amended, and provide notice of same to the Town of Smoky Lake, the Village of Vilna and the Village of Waskatenau, and recommend each respective Council adopt a motion to execute said Agreement.

Carried.

8. Executive Session (Addition to the Agenda):

Legal Land Issue:

Waskatenau Nuisance Ground Remediation Project

1294-21: Gawalko That Smoky Lake County Council go into Executive Session to discuss a Legal Land Issue in regard to the Waskatenau Nuisance Ground Remediation Project, under the authority of the FOIP Act Section 21: disclosure harmful to intergovernmental relations, and Section 16: disclosure harmful to business interests of a third party, in the presence of all Council, the Chief Administrative Officer, Assistant Chief Administrative Officer, Finance Manager, Planning and Development Manager, Planning and Development Assistant, and Legislative Services Clerk, time, 9:22 a.m..

Carried.

1295-21: Orichowski That Smoky Lake County Council go out of Executive Session, time 9:51 p.m..

Carried.

Waskatenau Nuisance Ground Remediation Project

1296-21: Gawalko That Smoky Lake County acknowledge the verbal update from Administration in respect to the Waskatenau Nuisance Ground Remediation Project, as provided under Executive Session, under the authority of the FOIP Act Section 21: disclosure harmful to intergovernmental relations, and Section 16: disclosure harmful to business interests of a third party.

Carried.

8. Executive Session:

Legal Land Issue:

Bylaw Enforcement Officer - Report

1297-21: Halisky That Smoky Lake County Council go into Executive Session to discuss a Legal Land Issue, in respect to the Bylaw Enforcement Officer's Report for the period of September 17, 2021 – September 30, 2021, under the authority of the FOIP Act Section 16: Disclosure harmful to business interests of a third party, in the presence of all Council, the Chief Administrative Officer, Assistant Chief Administrative Officer, Finance Manager, Bylaw Enforcement Officer, Planning and Development Manager, Planning and Development Assistant, and Legislative Services Clerk, time, 9:53 a.m..

Carried.

1298-21: Halisky That Smoky Lake County Council go out of Executive Session, time 10:02 a.m..

Carried.

Tammy Goddu, Bylaw Enforcement Officer, virtually left the meeting, time, 10:02 a.m.

Bylaw Enforcement Officer - Report

1299-21: Gawalko That Smoky Lake County Council accept the Bylaw Enforcement Officer's monthly report for September 17, 2021 to September 30, 2021, and the information received under the authority of the FOIP Act Section 16: Disclosure harmful to business interests of a third party, from Investigative Assurance c/o Tammy Goddu, Bylaw Enforcement Officer for Smoky Lake County and acknowledge that an "Oath of Office" was executed by Ms. Goddu on September 21, 2021.

Carried.

Small Business Week Proclamation

1300-21: Orichowski That Smoky Lake County proclaim October 17 to 23, 2021 as Small Business Week in alignment with the Business Development Bank of Canada (BDC)'s annual celebration of entrepreneurship to recognize and celebrate the outstanding contributions of Canadian entrepreneurs and small and medium-sized businesses.

Carried.

Remembrance Day Ceremonies

1301-21: Halisky That Smoky Lake County donate funding in the amount of **\$200.00 each** to both the Royal Canadian Legion Halls within the Smoky Lake region: Smoky Lake Legion Branch No. 227 and Waskatenau Legion Branch No. 261, in respect to the November 11, 2021 Remembrance Day Ceremony Wreaths, which are to be placed by the Reeve (or designate) at the ceremony being held in the Town of Smoky Lake and by the Councillor from Division 5 (or designate) at the ceremony being held in the Village of Waskatenau; and approve attendance of same, subject to COVID-19 pandemic protocol.

Carried.

Kinette Club of Smoky Lake – Request for Support of Raffle

1302-21: Orchowski That Smoky Lake County contribute promotional items in accordance with Policy Statement No. 01-37-02: Promotional Items, towards the Kinette Club of Smoky Lake's "12 days of Christmas Raffle" with draws starting every day from December 13 to 24, 2021, in response to the letter request from Tanya Trenchuk - Vice President and Meagan Carrick – Member, of the Kinette Club of Smoky Lake, dated October 1, 2021.

Carried.

Vilna Agricultural Society – Request for Assistance of Photocopying

1303-21: Gawalko That Smoky Lake County provide the photocopying services and paper at no charge as per policy, to the non-profit organization: Vilna Agricultural Society, to assist in promoting their educational events to be held in November, 2021 of two separate courses of First Aid/CPR; and advertise the said events on social media; in response to the letter received from Mary Flondra, Vilna Agricultural Society, dated October 14, 2021.

Carried.

Northeast Regional Agricultural Service Board Conference

1304-21: Orichowski That Smoky Lake County Council and relevant Administration who can attend – attend, the Northeast Regional Agricultural Service Board Conference, with the 2021 theme: "Rural Community Innovation for the Future", hosted by County of Two Hills, scheduled for November 5, 2021, to be held at the Elks Hall in Myrnam, Alberta, subject to COVID-19 pandemic restrictions.

Carried.

Lake Trails Strategy

1305-21: Halisky

That the Smoky Lake County Council accept the verbal progress update on the Lake Trails Strategy project initiated by Council's June 24, 2021, Motion #953-21, in respect to creating an inventory of all trails located on Municipal Reserve, Environmental Reserve or on County Lands; and acknowledge further information will be brought forward once it is finalized.

Carried.

Legal Land Issue:

North Saskatchewan Heritage River Initiative

1306-21: Cherniwchan

That Smoky Lake County Council go into Executive Session to receive an update on a Legal Land Issue in respect to the North Saskatchewan Heritage River Initiative, under the authority of the FOIP Act Section 21: Disclosure harmful to intergovernmental relations, and Section 16: Disclosure harmful to business interests of a third party, in the presence of all Council, Chief Administrative Officer, Assistant Chief Administrative Officer, Finance Manager, Planning and Development Manager, Planning and Development Assistant and Legislative services Clerk, time, 10:38 a.m..

Carried.

1307-21: Halisky

That Smoky Lake County Council go out of Executive Session, time 10:45 a.m..

Carried.

North Saskatchewan Heritage River Initiative

1308-21: Lukinuk

That Smoky Lake County acknowledge the verbal update from the Planning and Development department, further to the North Saskatchewan Heritage River Initiative, under the Canadian Heritage Rivers System (CHRS), and that the update remains in private, subject to the FOIP Act Section 21: Disclosure harmful to intergovernmental relations, and Section 16: Disclosure harmful to business interests of a third party.

Carried.

Spencer Kotylak, Deputy Fire Chief, virtually joined the meeting, time 10:48 a.m.

5. Issues for Information:

Chief Administrative Officer's Report

The Chief Administrative Officer (CAO) provided a written report to Council for the period of September 24, 2021 to October 15, 2021, as follows:

LEGISLATIVE / GOVERNANCE

- Bylaw Enforcement: Bylaw enforcement underway. Have had to provide comment on a number of files being worked on.
- TSI – Draft Document Presentations: Draft Governance report for was presented for Council and then the Committee. Awaiting comments from members.
- Joint Health and Safety Committee - Oct 14/21

ADMINISTRATIVE

- Administration Building Upgrades – Roof Replacement: The contract has been executed. A major setback has occurred between the original design and no record of the current roof upgrade. The Contractor is having to now order sloped insulation.
- RCDC Meetings - Oct 12/21
- Bonnie Lake Resort – Meetings pertaining to development/engineering Sept 27/21, Oct 08/21, & Oct 13/21

- RR130 – Report – Design Criteria Meeting – AE: A meeting to discuss the design criteria to be used in the evaluation of the road. - Oct 01/21
- COVID Meeting - Hinshaw - Oct 13/21
- Departmental Board Meetings (ASB/Gas/Env/Fire) - Oct 12/21

HIGHWAY 28/63 Regional Water Services COMMISSION

- Meetings with AE – Ongoing Issues – Ongoing.
- HWY 28/63 Meeting - Sept 29/21
- Water Report – Update/Design Criteria: A meeting to provide an update on the report and review the design criteria forming the basis of the model. - Oct 08/21
- Town Delegation – Commission Mgr: To Provide Town Council with an explanation on the purpose of the report. - Oct 05/21

FINANCIAL

- Departmental Budget Meetings - Sept 27/21, Sept 28/21, Oct 06/21, & Oct 07/21
- MCC Documentation Administrative Meeting - Sept 29/21

HUMAN RESOURCES

Contract Review – CEDO – Ongoing.

Legal – Managing Partner Deficiency Issues – Ongoing.

COMMUNITY

- HAK Sod Turning Ceremony - Sept 24/21.

TRAINING

- N/A.

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.

Chief Administrative Officer's Report

1309-21: Halisky

That Smoky Lake County's Chief Administrative Officer's report for the period of September 24, 2021 to October 15, 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:

Evergreen Regional Waste Management Services Commission Meeting held on September 22, 2021:

- Policy and Schedules were updated and amended.
- Treasurer's Report was given by Ashley and things look good.
- Paul gave the site report associated environmental was hired by Frog Lake to reclaim the landfill and start hauling that contract in October
- 1 Stall member at the landfill will be leaving.
- Vnette's Salvage from Vilna will be hauling the scrap metal for the next year without a contract for \$100 Tonne.
- Next Meeting October 12, 2021 10:00am.

One Member of the Public, virtually joined the meeting, time 11:07 a.m.

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

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

N.E. Muni-Corr Ltd. Meeting held on 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:

No report.

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

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

October 14, 2021 – Joint Health & Safety held virtually: Lorne Halisky

- There were 4 incidents reported for September 17, 2021 to October 14, 2021:
 - September 26, 2021 – near miss injury – slip and fall in ditch by a Fire Department member while attending an MVC,
 - October 8, 2021 – property damage – County vehicle hit deer while driving on Highway 859,
 - October 8, 2021 – personal injury first aid – dog bite while obtaining a signature from a taxpayer on their property,
 - October 13, 2021 – personal injury first aid – worker slipped on rock towards creek by a bridge deck and hit knee while hand clearing trees.
- The CAO spoke about the pandemic and all the changes that the province is emphasizing – noting we are doing our best by limiting contact and the amount of people in the office; and also noted concern with the overall mental health of everyone and that we as an employer need to see if there are activities, we can do to brighten moods such as team building activities to lighten things up.
- Hunting season is here so be cautious and report all unlawful/suspicious activities to Fish and Wildlife.
- Bear activity throughout our region continues so know your surroundings, watch for their activity, take caution, and be prepared such as have an escape plan, use bear spray etc. The berry production has been poor this year, so a bear and human encounter is more likely due to the bears looking for a food source etc. to fatten up for winter hibernation.
- The fall harvest is wrapping up with farmers rushing to get things complete so drive with caution and give the right of way to large farm equipment etc.
- Winter is fast approaching so please ensure your vehicles/equipment whether County owned or personal are winter ready.
- Theft in the region continues so please continue to ensure vehicle/equipment whether County owned or personal are secured etc. and report all suspicious activities to the RCMP immediately.
- Dry conditions are making the roads very dusty and grass low, be aware of calves crawling through fences.

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 October 14, 2021: (Orichowski)

- Councillor Orichowski shared the agenda package from the meeting.
- Next meeting date will be decided after the Municipal Election.

Evergreen Regional Waste Management Services Commission meeting held virtually on September 22, 2021: (Orichowski & Gawalko)

- Councillor Orichowski shared the agenda package from the meeting.
- Next meeting is scheduled for December 8, 2021 at 10:00 a.m.

Highway 28/63 Regional Water Services Commission meeting held virtually on September 29, 2021: (All Council)

- Discussed North East Muni-Corr Ltd. in camera.
- Discussed a service request from a Thorhild County landowner.
- Next meeting is scheduled for November 16, 2021.

Councillors Reports on Various Committees, Boards and Commissions

1310-21: Gawalko

That the Smoky Lake County Councillors Reports received for the period of September 24, 2021, to October 15, 2021 be accepted and filed for information.

Carried.

Rural Municipalities of Alberta (RMA) District No.5 Agenda

1311-21: Halisky That the Smoky Lake County acknowledge receipt of Rural Municipalities of Alberta (RMA) District No. 5 agenda package from the virtual September 24, 2021 meeting hosted by Two Hills County.

Carried.

6. Correspondence:

North Saskatchewan Watershed Alliance Society – Municipal Membership

1312-21: Lukinuk That Smoky Lake County approve to become a member of the North Saskatchewan Watershed Alliance Society at a cost of \$0.50 per capita per capita Municipal Contribution for January 1, 2022 to December 31, 2022, for a total membership cost in the amount of \$1,230.50, as per Invoice #2022.102 dated January 10, 2021 and in response to the letter received from Ken Crutchfield, President, North Saskatchewan Watershed Alliance Society, dated September 1, 2021.

Carried.

Hillside Acres Subdivision – Lot Owners Request

1313-21: Gawalko That Smoky Lake County acknowledge receipt of the formal written request signed by the owners of 48 lots within the Hillside Acres Subdivision, 62103 Range Road 133A, requesting:

- land be provided to access water to put boats in that water that do not interfere with the subdivisions; be on municipal lands and/or Crown take in the close vicinity by with a clear pathway to and access to Whitefish Lake;
- a beach and park area for residence on municipal and/or Crown land on access to Whitefish Lake;
- land for a boat launch with a community dock for those in the subdivision to use;

and forward to Planning and Development Department to incorporate into a future Planning and Development Department Committee of the Whole Meeting Council Meeting.

Carried.

11:37 to 11:38 a.m. 9. Public Question and Answer Period:

Hank Holowaychuk, Member of the Public, verbally commended Council for approving the North Saskatchewan Watershed Alliance Society Membership.

Ukrainian Twinning – Pumpkin Mugs

1314-21: Halisky That Smoky Lake County acknowledge the arrival of 20 Pumpkin Mugs, which are hand crafted by Serhiy Dutka, Pottery Artist from Rozhniv, Ivano-Frankivs'Ka Oblast', Ukraine, who provided a presentation at the Ukrainian Twinning Committee meeting held on July 21, 2021; and as per the email from Michelle Wright, Community Economic Development Officer (CEDO), dated October 1, 2021, any interest in purchasing or ordering more of the said mugs, can be facilitated through Pappy's Parcel Pitstop business in Smoky Lake.

Carried.

Micro-Website Request - Smoky Lake Chamber of Commerce

1315-21: Orichowski That Smoky Lake County Council approve the request received from Noel Simpson, President, Smoky Lake Chamber of Commerce, dated September 20, 2021, for County to provide an AllNet basic micro-website through the County's website at no cost, and that any additional costs associated with domain name be at the expense of the requesting party.

Carried.

Micro-Website Request - Smoky Lake Seniors' Centre

1316-21: Halisky That Smoky Lake County Council approve the request received from Vern Billey, President, Smoky Lake Seniors' Centre, dated August 4, 2021, for County to provide an AllNet basic micro-website through the County's website at no cost, and that any additional costs associated with domain name be at the expense of the requesting party.

Carried.

Assistant Chief Administrative Officer – Tracking County COVID-19 Cases

1317-21: Orichowski That Smoky Lake County acknowledge receipt of the Year-2020 Calendar with the hand-written notes of the Assistant Chief Administrative Officer, tracking COVID-19 cases within Smoky Lake County; and file it into County archives for historical record.

Carried.

Village of Vilna – 2018 Flood Assistance

1318-21: Halisky That Smoky Lake County acknowledge the October 15, 2021 Council agenda item 6.7: a letter from Leo Chapdelaine, Mayor, Village of Vilna, dated September 23, 2021, thanking the County for assistance with the Villages' Year-2018 flood, and cheque in the amount of \$20,211.31, as reimbursement of funds for firetruck damages, was previously addressed by Council at the October 12, 2021 Fire and Protective Services Meeting by Motion #1278-21 and 1279-21 and no further action is required.

Carried.

Warspite Hall – Request for Funding Assistance

1319-21: Lukinuk That Smoky Lake County approve to provide funds in the amount of \$8,000.00 from the Year-2021 contingency budget to the Warspite Community Hall, for the replacement of an oversized furnace for Warspite Hall, in response to the letter from Melinda Kaminsky, President of Warspite Hall, dated October 14, 2021.

Carried.

Meeting Recessed Meeting recessed for Lunch, time 12:04 p.m.

Meeting Reconvened The meeting reconvened on a call to order by Reeve Craig Lukinuk at 12:35 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, and Communications Technician.

7. Delegation:

No Delegation.

8. Executive Session:

Personnel Issue:

Chief Administrative Officer Evaluation

1320-21: Gawalko That Smoky Lake County Council go into Executive Session to discuss a Personnel Issue in regard to the Chief Administrative Officer Evaluation, under the authority of the FOIP Act, Section 19: Confidential Evaluation, in the presence of all Council and the Chief Administrative Officer, time 12:36 p.m.

Carried.

1321-21: Halisky That Smoky Lake County Council go out of Executive Session, time 2:21 p.m.

Carried.

9. Information Release:

No Information Releases.

10. Bills & Accounts:

No Bills & Accounts.

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

County Council Organizational Meeting

The Smoky Lake **County Council Organizational Meeting** is scheduled for **Thursday, October 28, 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.

ADJOURNMENT:

1322-21: Lukinuk

That the Smoky Lake County Council Meeting of October 15, 2021, be adjourned, time 2:21 p.m..

REEVE

S E A L

CHIEF ADMINISTRATIVE OFFICER