

SMOKY LAKE COUNTY

Minutes of the **Organizational Meeting** for the Council of Smoky Lake County held on Thursday, October 28, 2021 at 9:06 a.m. held virtually online through Electronic Communication Technology: Zoom Meeting and physically in County Council Chambers.

The meeting was called to Order by the Chief Administrative Officer, Mr. Gene Sobolewski in the presence of the following persons:

ATTENDANCE		
<u>Div. No.</u>	<u>Councillor(s)</u>	<u>Thursday, Oct. 28, 2021</u>
1	Dan Gawalko	Present in Chambers
2	Linda Fenerty	Present in Chambers
3	Dominique Cere	Present in Chambers
4	Lorne Halisky	Present in Chambers
5	Jered Serben	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	Present in Chambers & Virtually

Observers in Attendance Upon Call to Order:

Plan/Dev Manager	Jordan Ruegg	Virtually Present
Plan/Dev Manager	Kyle Schole	Virtually Present
Communications Tech.	Evonne Zukowski	Virtually Present
GIS Officer	Carole Dowhaniuk	Virtually Present
Ag. Fieldman	Carleigh Danyluk	Virtually Present
Safety Officer	Trevor Tychkowsky	Virtually Present
Enviro. Op. Manager	Dave Franchuk	Virtually Present
Road Foreman	Bob Novosiwsky	Virtually Present
Fire Chief	Scott Franchuk	Virtually Present
Public Works Manager	Doug Ponich	Virtually Present
Public Works	Mark Fedoretz	Virtually Present
	Spencer Kotylak	Virtually Present @9:09am
Media	Redwater Review	Absent
Public	2 Members of the Public	N/A

OATH OF OFFICE - ELECTED OFFICIALS:

Each member of the Elected Officials executed an "Oath of Office" as the Councillors of the Smoky Lake County for the term 2021 – 2025:

<u>Name</u>	<u>Division</u>	<u>Oath of Office Signed</u>
Dan Gawalko	1	✓
Linda Fenerty	2	✓
Dominique Cere	3	✓
Lorne Halisky	4	✓
Jered Serben	5	✓

ELECTION OF CHIEF ELECTED OFFICIAL:

The Chief Administrative Officer called first (1) time for nominations for the position of Chief Elected Official: Reeve of Smoky Lake County.

01-21: Cere

That Councillor Lorne Halisky be nominated as Chief Elected Official: Reeve of Smoky Lake County, for the ensuing year.

The Chief Administrative Officer called second (2) time for nominations.

The Chief Administrative Officer called third (3) time for nominations.

NO FURTHER NOMINATIONS.

Mr. Lorne Halisky was declared elected by acclamation by the Chief Administrative Officer as the Chief Elected Official: Reeve of Smoky Lake County for the ensuing year, executed an "Oath of Office" for the position and assumed the Chair.

ELECTION OF DEPUTY CHIEF ELECTED OFFICIAL:

The Reeve called first (1) time for nominations for the position of Deputy Chief Elected Official: Deputy Reeve of Smoky Lake County.

02-21: Fenerty

That Councillor Dan Gawalko be nominated as Deputy Chief Elected Official: Deputy Reeve of Smoky Lake County, for the ensuing year.

The Reeve called second (2) time for nominations.

The Reeve called third (3) time for nominations.

NO FURTHER NOMINATIONS.

Mr. Dan Gawalko was declared elected by acclamation by the Reeve as the Deputy Chief Elected Official: Deputy Reeve of Smoky Lake County for the ensuing year, executed an "Oath of Office" for the position.

One member of the public virtually joined the meeting, time 9:10 a.m.

Council Covenant

03-21: Gawalko

That Smoky Lake County Council acknowledge each respective member's execution of the Council Covenant as per Policy Statement No. 01-39-01: Council-CAO Covenant, which lays out the expectation, roles and responsibilities Council has of the Chief Administrative Officer to move forward with governance issues and to build an understanding of the continuity of the Council and Chief Administrative relationship.

Carried Unanimously.

Chief Administrative Officer Covenant

04-21: Cere

That Smoky Lake County Council acknowledge the Chief Administrative Officer's execution of the CAO Covenant as per Policy Statement No. 01-39-01: Council-CAO Covenant, which lays out the expectation, roles and responsibilities the Chief Administrative Officer has of the Council to move forward with governance issues and to build an understanding of the continuity of the Council and Chief Administrative relationship.

Carried Unanimously.

Code of Conduct and Oath of Confidentiality

05-21: Gawalko That Smoky Lake County, as per Bylaw No. 1320-18: Code of Conduct, acknowledge each respective Council member’s execution of the “**Code of Conduct**” which is to provide standards for the conduct of Council Members relating to their roles and obligations as elected representatives of the County as well as a procedure for the investigation and enforcement of those standards; and, the “**Oath of Confidentiality**” as a condition of service to swear to execute, according to law and to the best of their abilities, the duties required and to not, without due authorization, disclose or make known any matter or thing which comes to their knowledge, by reason of their employment:

<u>Div.</u>	<u>Name</u>	<u>Code of Conduct Signed</u>	<u>Oath of Confidentiality Signed</u>
1	Dan Gawalko	✓	✓
2	Linda Fenerty	✓	✓
3	Dominique Cere	✓	✓
4	Lorne Halisky	✓	✓
5	Jered Serben	✓	✓

Carried Unanimously.

Appoint Municipal Solicitor(s)

06-21: Serben That Smoky Lake County appoint Brownlee LLP and Reynolds Mirth Richards & Farmer LLP as the solicitors for Smoky Lake County, on an as needed basis.

Carried.

Remuneration: Public-at-Large Committee Members

07-21: Fenerty That Smoky Lake County Public-at-Large members appointed by Council for Committee representation, be paid at a rate of **\$175.00 per day** and the mileage and meal expenses be paid at the same rate as stated in the Council remuneration Policy.

Carried.

Regular County Council Meetings

08-21: Cere That Smoky Lake County Council Regular Meetings be typically scheduled on the fourth (4th) Thursday of each month at 9:00 a.m. with the exception of July and November, unless otherwise stated by motion of Council, and be held simultaneously in County Council Chambers, 4612 McDougall Drive, Smoky Lake, and virtually, online through Electronic Communication Technology: Zoom Meeting.

Carried.

Municipal Annual Meeting

09-21: Cere That Smoky Lake County municipal annual meeting to be held at the call of the Chairperson.

Carried.

Financial Statements

10-21: Gawalko That Smoky Lake County’s Audited Financial Statements, and Auditor’s Report for the Year Ended December 31, 2021, be made available to the public on the County Website and be included in the Smoky Lake County Annual Booklet.

Carried.

Christmas Office Closures for Main Office and Public Works

11-21: Fenerty

That Smoky Lake County Council approve to close the Main Office located at 4612 McDougall Drive, Smoky Lake and the Public Works Shop located at 5004 50 Street, Smoky Lake, from **Monday, December 27 to Friday, December 31, 2021, as well as Friday, January 7, 2022** under the following conditions:

- Monday, December 27, 2021, and Tuesday, December 28, 2021, be paid Statutory Holidays in Lieu of Christmas and Boxing Day,
- Wednesday, December 29, 2021 to Friday, December 31, 2021 (3 days) be used as Employee Vacation Days – unless in the event of an emergency such as an extreme weather event,
- Monday, January 3, 2022 be a paid Statutory Holiday in Lieu of New Year's Day,
- Friday, January 7, 2022 be a paid Holiday for Ukrainian Christmas in accordance with the Collective Agreements.

Carried.

Appointments to Committees, Task Forces and Boards

GENERAL GOVERNMENT SERVICES:

Government Liaison Committee

12-21: Gawalko

That the Smoky Lake County Reeve, Deputy Reeve and any other Councillors, as deemed necessary, be appointed to the **Government Liaison Committee**.

Carried.

Policy Committee

13-21: Gawalko

That all members of Smoky Lake County Council be appointed to the Smoky Lake County **Policy Committee**.

Carried.

ASSESSMENT AND TAXATION:

Local Assessment Review Board

14-21: Halisky

That Smoky Lake County appoint the following **Local Assessment Review Board** appointments for the remaining four-year term Year 2021 to Year 2025 of Councillor Dominique Cere as member; Councillor Lorne Halisky as alternate; and reconfirm Sue Landiak and Grant Gillund as Public-at-Large; and the alternate public-at-large member be appointed when the vacant position is filled; as per Bylaw No. 1231-11.

Carried.

Composite Assessment Review Board

15-21: Fenerty

That Smoky Lake County re-confirm the following **Composite Assessment Review Board** appointments for the remaining four-year term Year 2021 to Year 2025 of Councillor Dominique Cere as member; Councillor Lorne Halisky as alternate; and Sue Landiak and Grant Gillund as Public-at-Large; and the alternate public-at-large member be appointed when the vacant position is filled; as per Bylaw No. 1231-11.

Carried.

RISK MANAGEMENT:

Risk Pro Management Committee

16-21: Gawalko

That the Smoky Lake County Reeve be appointed as member to the **Risk Pro Management Committee**; and the Deputy Reeve be appointed as the alternate.

Carried.

One member of the public virtually joined the meeting, time 9:55 am

HUMAN RESOURCES:

Negotiating Committee

17-21: Gawalko

That Smoky Lake County Councillors: Dan Gawalko, Lorne Halisky and Dominique Cere be appointed as members to the **Negotiating Committee** to bargain the Collective Agreements with the **International Union of Operating Engineers Local No. 955** for the Public Works Employees; and with the **Canadian Union of Public Employees Local No. 4575** for the Main Office Staff and Custodian Staff; and that Councillors Linda Fenerty and Jered Serben be appointed as the alternates.

Carried.

PROTECTIVE SERVICES:

Fire Protective Services Committee

18-21: Cere

That all members of Smoky Lake County Council be appointed to the **Fire Protective Services Committee**.

Carried.

Fire & Rescue Liaison Committee

19-21: Halisky

That Smoky Lake County Council appointed to the **Fire and Rescue Liaison Committee** be as follows: Councillor Dan Gawalko be appointed as member and Councillor Linda Fenerty as alternate to the **Vilna Fire Department**; and that Councillor Jered Serben be appointed as member and Councillor Lorne Halisky be appointed as alternate to the **Smoky Lake Fire Department**; and Councillor Dominique Cere be appointed as member and Councillor Jered Serben be appointed as alternate to the **Waskatenau Fire Department**.

Carried.

RCMP Liaison Committee

20-21: Fenerty

That Smoky Lake County Councillor Lorne Halisky be appointed as member to the **RCMP Liaison Committee**; and Councillor Linda Fenerty be appointed as alternate.

Carried.

Regional Emergency Management Advisory Committee

21-21: Cere

That the Smoky Lake Councillor Linda Fenerty be appointed as member to the **Regional Emergency Management Advisory Committee**; and Councillor Dominique Cere be appointed as an alternate.

Carried.

Smoky Lake Region Fire and Rescue Committee

22-21: Cere

That Smoky Lake County Councillors Lorne Halisky and Linda Fenerty be appointed as members to the **Smoky Lake Region Fire and Rescue Advisory Committee**; and Councillor Jered Serben be appointed as alternate.

Carried.

Citizens On Patrol (C.O.P) Liaison Committee

23-21: Cere

That the Smoky Lake County Councillor Dan Gawalko be appointed as member to the **Citizens On Patrol (C.O.P) Liaison Committee**; and Councillor Dominique Cere be appointed as alternate.

Carried.

TRANSPORTATION SERVICES:

Road Ban Committee

24-21: Cere

That the Smoky Lake County Reeve be appointed as member to the **Road Ban Committee** along with the Public Works Manager and Chief Administrative Officer; and the Deputy Reeve be appointed as alternate; and any two (2) members have the authority to sign for the Road Ban / Restriction Order and will inform all members of Council of the execution of same, as required by Bylaw No. 1225-11.

Carried.

North East Muni-Corr Ltd. Committee

25-21: Cere

That Smoky Lake County Councillor Linda Fenerty be appointed as member to the **North East Muni-Corr Ltd. Committee** for the four-year term ending in Year 2025; and Councillor Jered Serben be appointed as alternate.

Carried.

ENVIRONMENTAL HEALTH SERVICES:

Alberta CARE (Alberta Coordinated Action for Recycling Enterprises) Committee

26-21: Gawalko

That Smoky Lake County Councillor Dan Gawalko be appointed as member to the **Alberta CARE (Alberta Coordinated Action for Recycling Enterprises) Committee**; and Councillor Jered Serben be appointed as alternate.

Carried.

One member of the public virtually joined the meeting, time 10:13 a.m.

Evergreen Regional Waste Management Commission

27-21: Cere

That Smoky Lake County Councillor Dan Gawalko be appointed as member to the **Evergreen Regional Waste Management Commission**; and Councillor Jered Serben be appointed as alternate.

Carried.

Highway 28/63 Regional Water Services Commission

28-21: Cere

That Smoky Lake County Councillors Dan Gawalko and Lorne Halisky be appointed as members to the **Highway 28/63 Regional Water Services Commission**; and that Councillors Linda Fenerty and Jered Serben be appointed as alternates.

Carried.

PUBLIC HEALTH AND WELFARE SERVICES:

Joint Health & Safety Committee

29-21: Gawalko

That Smoky Lake County Councillor Lorne Halisky be appointed as member to the **Joint Health & Safety Committee**; and Councillor Dominique Cere be appointed as alternate.

Carried.

Doctor Retention & Recruitment Committee

30-21: Halisky

That the Smoky Lake County Reeve be appointed as the member to the **Doctor Retention and Recruitment Committee**; and the Deputy Reeve be appointed as alternate.

Carried.

Family Community Support Services Committee

31-21: Fenerty

That all members of Smoky Lake County Council be appointed to the **Family Community Support Services Committee**.

Carried.

Smoky Lake Foundation

32-21: Cere

That Smoky Lake County Councillors Dominique Cere and Jered Serben be appointed as members to the **Smoky Lake Foundation Board**; and Councillors Lorne Halisky and Linda Fenerty be appointed as alternates.

Carried.

PLANNING, DEVELOPMENT AND SUB-DIVISION CONTROL

Municipal Planning Commission

33-21: Gawalko

That all members of Smoky Lake County Council be appointed to the **Municipal Planning Commission** – Development Authority, as required by Bylaw No. 1346-19.

Carried.

Subdivision and Development Appeal Board

34-21: Cere

That Smoky Lake County re-appoint Members-at-Large: Grant Gillund, Christine Hansen, Richard Dubetz, and Jerry Melnyk as members to the **Subdivision and Development Appeal Board**, as required by Bylaw No. 1347-19.

Carried.

Sub-Division Authority

35-21: Cere

That Smoky Lake County re-confirm **Jane Dauphinee, BA – Mplan – RPP – MCIP – Principal / Senior Planner, Municipal Planning Services (2009) Ltd.**, as the person appointed as the Sub-Division Authority for Smoky Lake County, as per Bylaw No. 1345-19; and, on an as needed basis for the 2021-2022 year.

Carried.

Smoky Lake Regional Heritage Board

36-21: Cere

That Smoky Lake County appoint Councillors Linda Fenerty and Lorne Halisky be appointed to the **Smoky Lake Regional Heritage Board** as per Bylaw No. 1371-20 and re-appoint the Public-at-Large members to the as follows: Noreen Easterbrook, Graham Dalziel, Christine Hansen, Michelle Wright, Leon Hunter-Boychuk and Pamela Billey.

Carried.

CCI Wireless - Corridor Communications Inc.

37-21: Gawalko

That Smoky Lake County Councillor Lorne Halisky be appointed as member to **CCI Wireless - Corridor Communications Inc.** and Councillor Dan Gawalko be appointed as alternate.

Carried.

Regional Community Development Committee (RCDC)

38-21: Cere

That Smoky Lake County Councillors Lorne Halisky and Jered Serben be appointed as members to the **Regional Community Development Committee (RCDC)**; and Councillor Linda Fenerty be appointed as alternate; and the public-at-large members be appointed when the vacant positions are filled, as per Bylaw No. 1399-21.

Carried.

Intermunicipal Development Plan (IDP) – Town of Smoky Lake

39-21: Serben That Smoky Lake County appoint Councillor Lorne Halisky and Jered Serben, as members to the Smoky Lake County / **Town of Smoky Lake** Intermunicipal Development Plan (IDP) Committee; and Councillor Dominique Cere, be the alternate member, as per Bylaw No. 1289-16.

Carried.

Intermunicipal Development Plan (IDP) – Village of Waskatenau

40-21: Gawalko That Smoky Lake County appoint Councillors: Jered Serben and Dominique Cere, as members to the Smoky Lake County / **Village of Waskatenau** Intermunicipal Development Plan (IDP) Committee; and Councillor Lorne Halisky, be the alternate member, as per Bylaw No. 1304-17.

Carried.

Intermunicipal Development Plan (IDP) – Village of Vilna

41-21: Cere That all members of Smoky Lake County Council be appointed as members to the Smoky Lake County / **Village of Vilna** - Intermunicipal Development Plan (IDP) Committee, as per Bylaw No. 1290-16.

Carried.

Intermunicipal Development Plan (IDP) – Lamont County

42-21: Cere That Smoky Lake County Committee appoint Councillors: Jered Serben and Dominique Cere, as members to the Smoky Lake County / **Lamont County** Intermunicipal Development Plan (IDP) Committee; and Councillor Linda Fenerty, be the alternate member, as per Bylaw No. 1383-16.

Carried.

Intermunicipal Development Plan (IDP) – County of St. Paul No.19

43-21: Halisky That Smoky Lake County appoint the Chief Administrative Officer and Planning and Development Manager, as members to the Smoky Lake County / **County of St. Paul No.19** Intermunicipal Development Plan (IDP) Committee, as per Bylaw No.1334-19.

Carried.

Intermunicipal Development Plan (IDP) – County of Two Hills No.21

44-21: Gawalko That Smoky Lake County appoint the Chief Administrative Officer and Planning and Development Manager, as members to the Smoky Lake County / **County of Two Hills No. 21** Intermunicipal Development Plan (IDP) Committee, as per Bylaw No. 1335-19.

Carried.

Intermunicipal Collaboration Committee (ICC) – Smoky Lake Region

45-21: Cere That Smoky Lake County appoint Councillors: Lorne Halisky and Linda Fenerty, as members to the **Smoky Lake Region** (Smoky Lake County / Town of Smoky Lake / Village of Waskatenau / Village of Vilna) Intermunicipal Collaboration Committee (ICC); and Councillor Jered Serben, be the alternate member, as per Bylaw No. 1365-20.

Carried.

Intermunicipal Collaboration Committee (ICC) – Thorhild County

46-21: Fenerty That Smoky Lake County appoint Councillors: Jered Serben and Dominique Cere, as members to the Smoky Lake County / **Thorhild County** Intermunicipal Collaboration Committee (ICC); and Councillor Dan Gawalko, be the alternate member, as per Bylaw No.1368-20.

Carried.

Intermunicipal Collaboration Committee (ICC) – Lamont County

47-21: Cere That Smoky Lake County appoint Councillors: Linda Fenerty and Jered Serben, as members to the Smoky Lake County / **Lamont County** Intermunicipal Collaboration Committee (ICC); and Councillor Dominique Cere, be the alternate member, as per Bylaw No.1391-21.
Carried.

Intermunicipal Collaboration Committee (ICC) – County of St. Paul No.19

48-21: Gawalko That all members of Smoky Lake County Council be appointed as members to the Smoky Lake County / **County of St. Paul No.19** Intermunicipal Collaboration Committee (ICC), as per Bylaw No. 1361-19.
Carried.

Intermunicipal Collaboration Committee (ICC) – County of Two Hills No.21

49-21: Fenerty That all members of Smoky Lake County Council be appointed as members to the Smoky Lake County / **County of Two Hills No.21** Intermunicipal Collaboration Committee (ICC), as per Bylaw No. 1360-19.
Carried.

Ukrainian Twinning Committee

50-21: Cere That Smoky Lake County appoint Councillors: Linda Fenerty and Lorne Halisky to the **Ukrainian Twinning Committee**, appoint Councillor Jered Serben as alternate member, as per Bylaw No. 1404-21.
Carried.

AGRICULTURAL SERVICE BOARD:

Agricultural Service Board

51-21: Cere That all members of Smoky Lake County Council be appointed to the **Agricultural Service Board**, as required the Agricultural Service Board Act, and as per Smoky Lake County Bylaw No. 1357-19: Agricultural Service Board.
Carried.

Agricultural Issues Advisory Committee

52-21: Gawalko That the Smoky Lake County Agricultural Service Board Chairperson and Vice-Chairperson and any other member of Council affected by a specific issue be appointed to the **Agricultural Issues Advisory Committee**; and the Agricultural Issues Advisory Committee will call for “Public-at-Large” members, when required.
Carried.

Agricultural Service Board Independent Appeal Panel for Weed Control

53-21: Fenerty That Smoky Lake County re-appoint the Public-at-Large members to the **Agricultural Service Board Independent Appeal Panel for Weed Control**, as per Bylaw 1240-12, as follows: Barry Feniak, Norman Schmidt, and Robert Semeniuk; and Ed Doktor as alternate.
Carried.

Lakeland Agricultural Research Association (LARA)

54-21: Gawalko That the Smoky Lake County Agricultural Service Board Chairperson be appointed to the **Lakeland Agricultural Research Association (LARA)**; and the Smoky Lake County Agricultural Service Board Vice-Chairperson as alternate; and acknowledge LARA appointed Public-at-Large members: Barb Shapka and Charlie Leskiw.
Carried.

RECREATION AND CULTURAL SERVICES:

Northeast Alberta HUB

55-21: Serben That Smoky Lake County Councillor Lorne Halisky be appointed as member to the **Northeast Alberta HUB**; and that Councillor Jered Serben be appointed as alternate.
Carried.

Northern Lights Library System

56-21: Fenerty

That Smoky Lake County Councillor Linda Fenerty be appointed as board representative for the four-year term ending in Year 2024, to the **Northern Lights Library System**; and Councillor Dominique Cere be appointed as alternate.

Carried.

Smoky Lake Community Daycare Co-operative Committee

57-21: Cere

That Smoky Lake County Councillor Jered Serben be appointed as member to the **Smoky Lake Community Daycare Co-operative Committee**; and Councillor Lorne Halisky be appointed as alternate.

Carried.

Smoky Lake Agricultural Society

58-21: Gawalko

That Smoky Lake County Councillor Jered Serben be appointed as representative to the **Smoky Lake Agricultural Society**; and Councillor Lorne Halisky be appointed as alternate.

Carried.

RURAL UTILITIES:

Natural Gas Committee

59-21: Gawalko

That all members of Smoky Lake County Council be authorized as the **Natural Gas Committee** to exercise the Rural Gas Act and supplemental Bylaws thereto.

Carried.

Environmental Operations Committee

60-21: Gawalko

That all members of Smoky Lake County Council be authorized as the **Environmental Operations Committee** for the Management of Water, Wastewater and Waste.

Carried.

DEPARTMENT INTRODUCTIONS:

Each respective Department Manager provided introductions to Council and a brief overview their department responsibilities. The Chief Administrative Officer also provided additional information on the County's activities and encouraged open communication, feedback, and discussion about any concerns.

One member of the public virtually joined the meeting, time 12:19 p.m.

ADJOURNMENT:

61-21: Gawalko

That the Smoky Lake County Organizational Meeting of October 28, 2021, be adjourned, time 12:32 p.m.

Carried.

REEVE

S E A L

CHIEF ADMINISTRATIVE OFFICER