

SMOKY LAKE COUNTY

Minutes of the **Natural Gas Meeting** held on Tuesday, **October 11, 2022**, at 1:01 A.M. held virtually online through Electronic Communication Technology: Zoom Meeting and in Council Chambers.

The meeting was called to Order by the Chairperson, Lorne Halisky, in the presence of the following persons:

ATTENDANCE		
<u>Tuesday, Oct. 11, 2022</u>		
<u>Div. No.</u>	<u>Councillor(s)</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	Absent
Assistant CAO	Lydia Cielin	Present Virtually
Finance Manager	Brenda Adamson	Present Virtually
Nat. Gas Manager	Daniel Moric	Present in Chambers
Legislative Svcs/R.S.	Patti Priest	Present Virtually
Fire Chief	Scott Franchuk	Present Virtually
Comm. Tech.	Evonne Zukiwski	Present Virtually
GIS Operator	Carole Dowhaniuk	Present Virtually

No Members of the Media were present.

Two Members of the Public were virtually present.

2. Agenda:

1114-22: Fenerty That the Smoky Lake County Natural Gas Meeting Agenda for Tuesday, October 11, 2022, be adopted, as presented.

Carried Unanimously.

3. Minutes:

1115-22: Cere That the Minutes of the Smoky Lake County Natural Gas Meeting held on Tuesday, August 16, 2022, be adopted.

Carried.

1116-22: Serben That the Action List from the Smoky Lake County Natural Gas Meeting dated Tuesday, August 16, 2022, be accepted as presented.

Carried.

Spencer Kotylak, Deputy Fire Chief, virtually joined the meeting, time 1:5 p.m.

Amanda Kihn, Interim Agricultural Fieldman, virtually joined the meeting, time 1:06 p.m.

4. Request for Decision:

Bylaw No. 1332-18: Natural Gas Bylaw - Review

1117-22: Serben That Smoky Lake County Council acknowledge review of Bylaw No. 1332-18: Natural Gas Bylaw; and approve for administration to prepare a new bylaw to include an additional Customer Class #5 for the purposes of Industrial Transportation.

Carried.

Smoky Lake County Quality Management Plan (QMP)

1118-22: Gawalko

That Smoky Lake County Reeve, CAO, and Manager affix their signatures to the Quality Management Plan (QMP), which represents an agreement with the Province of Alberta under section 5 of the Gas Distribution Act for designating Smoky Lake County as the gas utility, constructed, operated and maintained in accordance with the Act's section 2 requirements; and return the executed document to Rural Utilities for their records.

Carried.

Policy Statement No. 09-05-06: Natural Gas Line Damage Charge

1119-22: Fenerty

That Smoky Lake County Policy Statement No. 09-05-06: Natural Gas Line Damage Charge, be amended:

Title: Natural Gas Line Damage Charge	Policy No.: 05-06
Section: 09	Code: P-S
Page No.: 1 of 1	
Legislation Reference:	
Purpose:	To establish a cost for willfully or accidentally damage to underground natural gas pipelines or facilities.
Policy Statement and Guidelines:	
STATEMENT:	
This policy applies to equipment operators, landowners or the general public, who willfully or accidentally damage any above or underground natural gas pipelines or facilities.	
The person responsible, or the landowner, will be responsible to pay a minimum charge for repairs to the natural gas system in question.	
\$1000.00 charge in addition to costs related to repair.	

Carried.

Policy Statement No. 09-06-05: Collection of Billings in Arrears

1120-22: Cere

That Smoky Lake County Policy Statement No. 09-06-05: Collection of Billings in Arrears, be amended:

Title: Collection of Billings in Arrears	Policy No.: 06-05
Section: 09	Code: P-R
Page No.: 1 of 1	
Legislation Reference: Municipal Government Act, Chapter M-26, R.S.A. 2000.	
Purpose:	To provide guidelines in the collection of natural gas billing accounts in arrears.
Policy Statement and Guidelines:	
Whereas, the County Natural Gas System calculates and mails the previous month natural gas consumption billings which are due within 30 days.	
Now therefore, the following guideline be implemented to facilitate collection of billings in arrears.	
Day 30: (1 st Billing)	Natural Gas billing accounts mailed which calculate the Natural Gas consumption of the previous month. Natural Gas billing account due. In addition, the monthly gas consumption billing account mailed.
Day 60: (2 nd Billing)	Notice generated on billing account- your natural gas account is sixty (60) days or two (2) billing periods outstanding; at ninety (90) days or the third billing period – your natural gas service will be shut-off, without further notice; if not paid.
Day 90: (3 rd Billing)	Notice generated on billing account- your natural gas account is ninety (90) days or three (3) billing periods outstanding – your natural gas service will be locked-off, without further notice. Lock-off will be removed upon: a. Total billing account from Day 1 – Day 90 + is paid in full. No posted-dated cheques accepted. b. Payment of a \$250.00 re-connection fee for removal of lock.

Carried.

Sale of Capital Equipment – Unit 206

1121-22: Serben That Smoky Lake County **defer** discussion of the possible sale of the Natural Gas Department’s Unit 206 2013: GMC 3500, 4x4, until after the Public Works Shop Foreman has determined if it can or cannot be utilized by County another department first.

Carried.

5. Issues for Information:

Natural Gas Manager Report

1122-22: Serben That Smoky Lake County Council accept the Natural Gas Manager’s Report of statistics and activities dated October 4, 2022, and file it for information.

Carried.

Natural Gas Rate – September 2022

1123-22: Fenerty That the Smoky Lake County Natural Gas Rates for **September 2022**, from Gas Alberta in the amounts of \$5.60 (Gas Alberta Rate) + \$0.24 (Variable) + \$1.90 (Operations & Maintenance Charge) = \$7.74/GJ, be filed for information.

Carried.

Natural Gas Rate – October 2022

1124-22: Cere That the Smoky Lake County Natural Gas Rates for **October 2022**, from Gas Alberta in the amounts of \$4.50 (Gas Alberta Rate) + \$0.24 (Variable) + \$1.90 (Operations & Maintenance Charge) = \$6.64/GJ, be filed for information.

Carried.

Federation of Alberta Gas Co-ops Ltd. – Health & Safety Newsletter

1125-22: Gawalko That the newsletter received by Smoky Lake County from the Federation of Alberta Gas Co-ops Ltd. dated September 2022, titled: Health & Safety, be filed for information and forward to relevant departments; and post to County social media.

Carried.

July 2022 Natural Gas / August 2022 Billing Survey

1126-22: Cere That Smoky Lake County acknowledge receipt of the July 2022 Natural Gas / August 2022 Billing Survey, of gas utility co-ops and companies within Alberta showing an average total rate per GJ in the amount of \$9.18 and Smoky Lake County’s rate at \$9.34.

Carried.

6. Correspondence:

Federation of Alberta Gas Co-ops Ltd. - 16th Annual Federation Charity Golf Classic

1127-22: Serben That the correspondence received by Smoky Lake County from Allison Zinnick, Administrative Coordinator, Federation of Alberta Gas Co-ops Ltd. dated August 24, 2022, in respect to the success of the 16th Annual Federation Charity Golf Classic, raising over \$20,000 for the MS Society, and thanking Smoky Lake County for participating in the event, be filed for information.

Carried.

Gas Alberta Inc. - Communication to Shareholders

1128-22: Fenerty That the correspondence received by Smoky Lake County from Gas Alberta Inc., dated September 2, 2022, as “communication to shareholders” relating to the commission and payment arrangements for agents retained to perform marketing services for Gas Alberta Energy, be filed for information.

Carried.

Federation of Alberta Gas Co-ops Ltd. - 2022 Fall Zone Meetings

1129-22: Gawalko That Smoky Lake County Council who can attend – attend the Year-2022 Fall Zone 3 and 4 Meeting, scheduled for October 27, 2022, to be held at the Bold Centre Devon Room, at 8702-91 Avenue, Lac La Biche, Alberta.

Carried.

Gas Alberta Inc – Strategic Partnership Announcement

1130-22: Cere That the correspondence received by Smoky Lake County from Gas Alberta Inc., dated September 7, 2022, announcing: “effective September 1, 2022, Gas Alberta Inc., through its wholly owned subsidiary, Gas Alberta Enterprises Ltd., has become a 48% shareholder of Lovat Gas Solutions Ltd.”, be filed for information.

Carried.

Federation of Alberta Gas Co-ops Ltd. - Business Strategy Considerations

1131-22: Serben That the correspondence received by Smoky Lake County from Kevin Crush, Corporate Services Manager, Federation of Alberta Gas Co-ops Ltd. dated September 8, 2022, announcing: “their Business Strategy Committee is now a Board-level committee with three sitting Board Directors and their mandate is to investigate new business or enhancement opportunities which may assist with the development of the Federation and/or its Member Utilities”; and asking Member Utilities to provide some thoughts and ideas on what business or enhancement opportunities they feel the Committee should investigate, be filed for information.

Carried.

Gas Alberta Inc. - Advance Information Circular for Shareholders Meeting

1132-22: Gawalko That Smoky Lake County approve for Reeve Halisky to attend and vote on behalf of Smoky Lake County, at the Gas Alberta Inc.'s annual meeting of shareholders, scheduled for November 29, 2022; in response to the advanced information circular from Paul Dunsmore, President & CEO, Gas Alberta Inc., dated September 9, 2022.

Carried.

Federation of Alberta Gas Co-ops Ltd. - Federation Policy Change on Unpaid Accounts

1133-22: Serben That Smoky Lake County acknowledge receipt of the email from Kevin Crush, Corporate Services Manager, Federation of Alberta Gas Co-ops Ltd., dated September 12, 2022, announcing the Federation of Alberta Gas Co-ops Ltd. has changed its policy on unpaid accounts, clarifying all payments are due within 60 days of the invoice date and any payment not received by the end of 60 days will now be charged interest at a current rate of 1% per month on all overdue balances.

Carried.

Gas Alberta Board of Directors Candidate

1134-22: Fenerty That the correspondence received by Smoky Lake County from Doug Sullivan, dated September 19, 2022, providing his complete profile for information and decision making as a potential candidate for election to Gas Alberta's Board of Directors, be filed for information.

Carried.

Federation of Alberta Gas Co-ops Ltd. – Health & Safety Information Sharing

1135-22: Gawalko That the correspondence received by Smoky Lake County from Kevin Crush, Corporate Services Manager, Federation of Alberta Gas Co-ops Ltd. dated September 27, 2022, in respect to voluntary information sharing system for health and safety, be filed for information.

Carried.

Gene Sobolewski, Chief Administrative Officer, entered Council Chambers, time 2:00 p.m.

Federation of Alberta Gas Co-ops Ltd. - Rebate Program

1136-22: Cere That Smoky Lake County acknowledge receipt of the email from Kevin Crush, Corporate Services Manager, Federation of Alberta Gas Co-ops Ltd., dated September 16, 2022, announcing the Federation of Alberta Gas Co-ops Ltd. has been contracted by the Government of Alberta to process applications under the Natural Gas Rebate Program for gas utilities which includes all Federation Member Utilities and Independent Natural Gas Utilities.

Carried.

Federation of Alberta Gas Co-ops Ltd. - Natural Gas Rebate Webinar Follow-up

1137-22: Serben That Smoky Lake County acknowledge receipt of the correspondence from Kevin Crush, Corporate Services Manager, Federation of Alberta Gas Co-ops Ltd., dated September 21, 2022, providing the slides from their PowerPoint presentation outlining the process for the Natural Gas Rebate Program.

Carried.

Federation of Alberta Gas Co-ops Ltd. - No Natural Gas Rebate in October 2022

1138-22: Serben That Smoky Lake County acknowledge receipt of the email from Kevin Crush, Corporate Services Manager, Federation of Alberta Gas Co-ops Ltd., dated September 26, 2022, in respect to there being no natural gas rebate for the month of October 2022, as the rates are below the province's \$6.50/GJ threshold for issuing a rebate.

Carried.

Federation of Alberta Gas Co-ops Ltd. - Natural Gas Rebate Program Flyer

1139-22: Serben That correspondence received by Smoky Lake County from Kevin Crush, Corporate Services Manager, Federation of Alberta Gas Co-ops Ltd. dated September 28, 2022, in respect to the Natural Gas Rebate Program be acknowledge and the information flyer be posted on the County's social media as well as placed in with the gas natural gas bills as a stuffer.

Carried.

7. Delegation:

No Delegation.

8. Executive Session:

No Executive Session.

Next Meeting:

1140-22: Gawalko

That the next Smoky Lake County **Natural Gas Meeting** be scheduled for **Tuesday, December 13, 2022**, at **9:00 a.m.** to be held virtually, through Electronic Communication Technology as per Bylaw 1376-20 **and/or** physically in County Council Chambers.

Carried.

Adjournment:

1141-22: Cere

That the Smoky Lake County Natural Gas Meeting of October 11, 2022, be adjourned, time, 2:02 p.m.

Carried.

CHAIRPERSON

S E A L

CHIEF ADMINISTRATIVE OFFICER