

SMOKY LAKE COUNTY

Minutes of the **County Council Meeting** held on Wednesday, **February 15, 2023**, 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. Lorne Halisky, in the presence of the following persons:

ATTENDANCE		
<u>Div. No.</u>	<u>Councillor(s)</u>	<u>Wednesday Feb. 15, 2023</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	Virtually Present
Finance Manager	Brenda Adamson	Present in Chambers
Executive Svcs/R.S.	Patti Priest	Virtually Present
Plan/Dev Manager	Jordan Ruegg	Virtually Present
Planning Technician	Kyle Schole	Virtually Present

Observers in Attendance Upon Call to Order:

GIS Operator	Carole Dowhaniuk	Virtually Present
Acting Ag. Fieldman	Amanda Kihn	Virtually Present
Public	3 Members	Virtually Present
Media	N/A	Absent

2. Agenda:

358-23: Fenerty That the Smoky Lake County Council Meeting Agenda for Wednesday, February 15, 2023, be adopted, as amended:

Additions to the Agenda:

1. RhPAP’s Rhapsody Rural Physician Awards.
2. YMTD “You Make the Difference” Campaign.

Carried Unanimously.

3. Minutes:

Minutes of January 24, 2023 – County Council Departmental Meeting

359-23: Gawalko That the minutes of the **Smoky Lake County Council Departmental Meeting** held on Tuesday, January 24, 2023, be adopted as presented.

Carried.

Minutes of January 24, 2023 – Special Council Meeting

360-23: Serben That the minutes of the **Smoky Lake County Council Special Meeting** held on Tuesday, January 24, 2023, be adopted as presented.

Carried.

Minutes of January 26, 2023 - County Council Meeting

361-23: Serben That the minutes of the **Smoky Lake County Council Meeting** held on Thursday, January 26, 2023, be adopted as presented.

Carried.

Scott Franchuk - Fire Chief, Evonne Zukiwski - Communications Officer, and Daniel Moric - Natural Gas Manager, virtually joined the meeting, time 9:11 to 9:16 a.m.

4. Request for Decision:

Federation of Canadian Municipalities (FCM) Annual Conference & Trade Show

362-23: Serben

That Smoky Lake County Council authorize Reeve Halisky and Councillor Fenerty to attend the Federation of Canadian Municipalities (FCM) Annual Conference & Trade Show, scheduled for May 25-28, 2023 to be held in Toronto Ontario with an estimated budget expenditure of \$9,000.00.

Carried.

Alberta Rural Connectivity Coalition 3rd Annual Alberta Rural Connectivity Forum

363-23: Serben

That Smoky Lake County Council not attend the Alberta Rural Connectivity Coalition 3rd Annual Alberta Rural Connectivity Forum, scheduled for May 24-25, 2022 at Olds College Alumni Centre, in the Town of Olds, Alberta, and file it for information.

Carried.

Peace Officer Program

364-23: Cere

That Smoky Lake County acknowledge receipt of the letter from Tammy Spink, Manager, Peace Officer Program, Law Enforcement & Oversight Branch of Alberta Public Safety and Emergency Services, dated January 19, 2023, in respect to “Authorized Employer Policy Documents”, requesting the following:


- Peace Officer (Duties and Responsibilities),
- Traffic Safety Plan (renewed every 3 years),
- Photograph of approved shoulder flash,
- Photographs of uniforms,
- Photograph of vehicle decaling, and
- Body Worn Camera Policy (if applicable).

Carried.

Policy Statement No. 02-36-01: Peace Officer Uniform and Equipment

365-23: Fenerty

That Smoky Lake County Policy Statement No. No. 02-36-01: Peace Officer Uniform and Equipment, be adopted with amendments:

Title: Peace Officer: Uniform and Equipment		Policy No.: 36-01
Section: 02	Code: P-A	Page No.: 1 of 3
Legislation Reference: Alberta Provincial Statutes		
Purpose:	To provide Smoky Lake County Community Peace Officer direction on the appropriate standards for uniform dress and equipment.	
Policy Statement and Guidelines:		
<p>1. STATEMENT:</p> <p>1.1 This uniform and equipment policy will establish standards to ensure that the uniformed Community Peace Officer be identified as the law enforcement authority in Smoky Lake County and be readily identifiable to the public through the proper wearing of uniform and equipment.</p> <p>2. OBJECTIVES:</p> <p>2.1 To properly attire the Community Peace Officer in safe and functional uniforms. The uniforms shall adhere to the style and fashion as prescribed by Provincial Legislation.</p> <p>2.2 To identify uniform dress clothing and equipment entitlements for the Community Peace Officer. Damaged or worn-out clothing will be replaced on an as needed basis to be approved by the Chief Administrative Officer.</p> <p>2.3 To ensure that the Community Peace Officer wear the uniform in a consistent manner that reflects positively on themselves and on the County. The appearance of the Community Peace Officer will reflect the professionalism while in uniform and on duty.</p> <p>3. GUIDELINES:</p> <p>3.1 The Community Peace Officer shall wear a complete uniform for a Level 1 CPO while on duty consistent with the Alberta Justice and Solicitor General Peace Officer Program.</p> <p>3.2 The Community Peace Officer “Shoulder Flash” design description, as provided by photo, is worn in an exterior fashion of which corresponds with the official crest of the service:</p> <p style="text-align: center;">“Smoky Lake County Protective Services Peace Officer”.</p> <div style="text-align: right;">  </div> <p>4. PROCEDURES:</p> <p>Uniform Entitlements:</p> <p>4.1 Upon being employed by Smoky Lake County as a Community Peace Officer, the employee will be provided with complete dress uniforms to wear while on-duty, while in transit to or from work, for court or at other official County functions or events appearances.</p>		

Title: Peace Officer: Uniform and Equipment		Policy No.: 36-01
Section: 02	Code: P-A	Page No.: 2 of 3

Policy Statement and Guidelines:	
4.2	The dress uniform will consist of approved short or long-sleeved grey shirt; navy pants either plain or cargo style with reflective vertical grey stripe on either leg; protective vest; black boots; duty belt; hat and tie, if worn, color must correspond to pants or shirt and is not required to wear during normal course of their duties; navy jacket and depending on climactic conditions, wear a black toque plain or displaying the Smoky Lake County logo. Safety Vest lime green in color and bear the words "Community Peace Officer" title across the back. Approved shoulder flash and Peace Officer identification will be adorned on the uniform for identification on the jackets and shirts.
4.3	Community Peace Officer shall purchase their footwear in accordance with existing County Policy regarding boot purchase and replacement.
4.4	Community Peace Officer, if approved by the Director, may wear special uniform shirts or markings in support of community events. The shirts or markings must only be worn on the event date.
4.5	The Community Peace Officer shall not wear any part of the uniform when off duty, unless for the purpose of Training, Public Representation, or duties related to employment.
4.6	The Community Peace Officer is required to keep their dress uniform in good, clean condition and required to correct damaged articles as soon as practicable. Upon termination of employment as a Community Peace Officer, all dress clothing items are returned to the County.
4.7	The Community Peace Officer(s) shall maintain a high level of personal hygiene when on duty.
Identification:	
4.8	The Community Peace Officer will be issued an official identification ID card by the Alberta Solicitor General and Public Security bearing the employee's name, identifying information and photo likeness. The Community Peace Officer shall be in possession of their ID card at all times while on-duty as the only legal identification document.
4.9	If the Community Peace Officer loses the Peace Officer's identification card, the loss must be immediately reported to the Chief Administrative Officer, Local Police Detachment and the Director of the Peace Officer Program.
Equipment:	
4.10	For the purposes of personal protection, Community Peace Officer shall be issued and carry only the following equipment while on-duty: <ul style="list-style-type: none"> ■ Defensive baton ■ Oleoresin Capsicum (OC) Spray

Title: Peace Officer: Uniform and Equipment		Policy No.: 36-01
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Policy Statement and Guidelines:	
4.10	<ul style="list-style-type: none"> ■ Radar/Laser ■ Soft body armor (Protective Vest) ■ Dash and Body Worn Camera ■ Radio and Clip
4.11	The Community Peace Officer is responsible for maintaining and regularly inspecting the uniform belt and the equipment accessories. Damage to any item of equipment shall be reported to the Chief Administrative Officer.
4.12	The Chief Administrative Officer will permit the damaged equipment to be replaced as soon as the damage is noticed upon inspection. Damaged equipment will be disposed of and destroyed, as necessary. Supply companies can be consulted for proper disposal process.
4.13	An inventory list of the employee's uniform and equipment will be kept and maintained by Community Peace Officer.

Carried.

Town of Smoky Lake Centennial: 100 Years Celebration

366-23: Serben

That Smoky Lake County commemorate the Town of Smoky Lake Centennial, being celebrated on Sunday, March 26, 2023, with a gift at a cost in the amount not to exceed \$500.00, and approve for Council who can attend, to attend a celebratory event, should one be scheduled by the Town.

Carried.

Assessment Review Board Services

367-23: Cere

That Smoky Lake County, in accordance with Bylaw No. 1417-22: Assessment Review Board, appoint members to the Assessment Review Board (ARB) for Year-2023, as follows:

- Raymond Ralph, as the ARB Chairperson,
- Geryl Amorin, as the Certified ARB Clerk, and
- Darlene Chartrand, Tina Groszko, Stewart Hennig, Richard Knowles, and Raymond Ralph, as the ARB Certified Panelists.

Carried.

Bylaw No. 1430-23: Planning and Development Public Hearing Procedures

368-23: Gawalko

That Smoky Lake County Bylaw No. 1430-23: Planning and Development Public Hearing Procedures, for the purpose of establishing public hearing procedures for Planning and Development held by the Council of Smoky Lake County, be given **THIRD and FINAL READING**, and that the Reeve and the Chief Administrative Officer are hereby authorized to affix their signatures to all necessary documents and the corporate seal also be fastened where it is deemed to be necessary.

Carried.

One Member of the Public, virtually left the meeting, time 9:37 a.m.

One Member of the Public, virtually left the meeting, time 9:40 a.m.

Scott Franchuk, Fire Chief and Meaghan Andreychuk, Protective Services Clerk, entered Council Chambers, time 9:40 a.m.

Subdivision File 22-R-508:NE 15-60-17-W4M & Pt. SE 15-60-17-W4M

369-23: Halisky

That Smoky Lake County Council allocate the full amount of the outstanding property taxes and accrued penalties respecting the lands legally described as Pt. SE-15-60-17-W4M to remain with the said lands following the proposed Subdivision File: 22-R-508, and allow the County to provide its authorization to the Subdivision Authority to provide its endorsement to subdivision File: 22-R-508.

Carried.

Forest Resource Improvement Association of Alberta (FRIAA) FireSmart Program

370-23: Serben

That Smoky Lake County acknowledge receipt of the correspondence from Forest Resource Improvement Association of Alberta (FRIAA), dated December 16, 2022, announcing approval of the of grant funding towards the Project titled: “**Smoky Lake County Wildfire Mitigation Strategy for Lake Resort Communities**”; and, execute the FRIAA FireSmart Program Project Grant Agreement #FFP-22-18 to receive funding up to the amount of \$40,000.00.

Carried.

3rd Annual Junior Firefighter Summer Day Camp 2023

371-23: Cere

That Smoky Lake County provide funds in the amount of \$6,000.00 allocated from the Fire Protective Services municipal budget, towards the 3rd Annual Junior Firefighter Summer Day Camp 2023; **and challenge** the Village of Vilna, Village of Waskatenau, and Town of Smoky Lake to contribute funds to the project’s total budget in the amount of \$20,000.00, by March 31, 2023.

Carried.

Scott Franchuk, Fire Chief and Meaghan Andreychuk, Protective Services Clerk, left Council Chambers, time 10:12 a.m.

Policy Statement No. 13-01-03: Surface Lease of Municipally-Owned Properties
372-23: Gawalko That Smoky Lake County Policy Statement No. 13-01-03: Surface Lease of Municipally-Owned Properties, be amended:

Title: Surface Lease of Municipally-Owned Properties		Policy No.: 01-03
Section: 13	Code: P-S	Page No.: 1 of 12 E
Legislation Reference: Alberta Provincial Statutes.		
Purpose:	This Policy is to guide Smoky Lake County in the management of municipally-owned properties that are leased for agricultural purposes.	
Policy Statement and Guidelines:		
<p>1. STATEMENT:</p> <p>1.1 Smoky Lake County desires to establish standards, conditions and procedures for the leasing of municipally-owned properties for agricultural purposes.</p> <p>1.2 Smoky Lake County supports agricultural utilization of municipally-owned properties and may lease these properties to individuals and/or businesses, in accordance with the guidelines and procedures outlined in this Policy, to safeguard the County's assets and interests.</p> <p>2. OBJECTIVES:</p> <p>2.1 Smoky Lake County shall provide municipally-owned properties for lease to serve the interests and needs of the agricultural sector, when it is deemed that these properties are suitable for such purposes and where the County does not plan to develop or use these properties in the short or long term.</p> <p>2.2 The municipally-owned properties must be managed efficiently and maintained or improved through proper agricultural practices to ensure their long-term viability and to ensure adequate stewardship of the properties.</p> <p>3. GUIDELINES:</p> <p>3.1 <u>Lease of Municipally-Owned Properties</u></p> <p>3.1.1 The County provides the opportunity for County residents and businesses to lease municipally-owned properties for agricultural purposes. The process will include the preparation of a Resolution for Council to authorize a municipally-owned property to be leased through a limited invitation to tender process. Only those individuals and businesses that pay property taxes to the County are eligible to lease municipally-owned properties.</p> <p>3.1.2 Properties available to be leased shall be advertised through a limited invitation to tender process, as specified in Schedule "A": Limited Invitation to Tender: Surface Lease of Municipally-Owned Properties. Bids are to be submitted as detailed in the limited invitation to tender. It is noted that no late submissions shall be accepted.</p> <p>3.1.3 Council reserves the right to refuse, at its sole discretion, any bid, regardless of whether the applicant is the highest bidder.</p>		

Title: Surface Lease of Municipally-Owned Properties		Policy No.: 01-03
Section: 13	Code: P-S	Page No.: 2 of 12 E
Policy Statement and Guidelines:		
<p>3.1.4 If a bid is deemed to be incomplete, at the sole discretion of the County, it may be rejected.</p> <p>3.2 <u>Lease Terms</u></p> <p>3.2.1 The term of a lease for municipally-owned properties shall not exceed (5) five-years.</p> <p>3.2.2 The County, at its sole discretion, and after providing 60-days notice, may cancel a lease at any time, for any of the following reasons:</p> <ul style="list-style-type: none"> ▪ the lessee requests the cancellation of the lease; ▪ the leased property is not being used for the purpose for which it was leased; ▪ the lease was issued in error; ▪ the lessee fails to pay the required lease fees by the due date; ▪ the lessee has failed to comply with the terms and conditions of the lease agreement; and ▪ the County, at its sole discretion, determines that the leased property is required for municipal purposes or wishes to dispose of the land via sale. <p>3.2.3 Lease payments are to be made annually as per the successful bid, and shall include the payment of all applicable taxes on the property.</p> <p>3.2.4 Leaseholders have thirty (30) days to pay the invoiced amount in full to the County.</p> <p>3.2.5 If payment is not received by the County within 30 days of the invoice date, the leaseholder is in default of their lease agreement and will be notified accordingly. If the outstanding fees are not paid in full within sixty (60) days of the invoiced date, the lease agreement may be unilaterally terminated by the County.</p> <p>3.2.6 A minimum of Two Million Dollars (\$2,000,000.00) personal Liability Insurance, with Smoky Lake County as named insured, must be maintained for the duration of the lease and shall provide proof of such insurance to the satisfaction of the County upon demand.</p> <p>3.2.7 Leaseholders shall, at all times, indemnify and save harmless the County from any and all losses, costs, damages, actions, causes of action, suits, claims and demands whatsoever that may be lawfully brought or made against the County by reason of anything done by the leaseholder, your invitees, or agents, whether or not such things are done in the exercise or purposed exercise of the rights herein conferred upon you. The County shall not be liable nor responsible for any bodily or personal injury or property damage of any nature what-so-ever that may be suffered or sustained by the leaseholder, their invitees, or agents in the performance of the lease agreement.</p>		

Title: Surface Lease of Municipally-Owned Properties		Policy No.: 01-03
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Policy Statement and Guidelines:		
3.2.8	No development, construction of any buildings or improvements, nor tree/brush removal shall be permitted on the leased property unless approval is granted by the County. Any improvements (e.g., fencing, animal shelter, etc.) made to any leased municipally-owned property, shall be at the sole expense of the leaseholder, and any chattels remaining on the leased property shall become the property of the County if they are not removed prior to the effective date of termination of the lease agreement.	
3.2.9	Subletting or subleasing of leases of municipally-owned properties is not permitted and is grounds for immediate and unilateral cancellation of the lease agreement by the County.	
3.2.10	All bids to lease municipally-owned property shall be approved by resolution of Council and shall be subject to the signing of a Surface Land Lease Agreement with the County.	
3.2.11	The leaseholder shall allow the County the right to enter the municipally-owned property as the County deems necessary or appropriate, from time to time, to cause or allow third-parties to construct or install permanent underground or above ground utility lines, pipeline facilities and transmission lines which cross the leased property, or to perform such other work upon the leased property as may be deemed necessary at the sole discretion of the County, and the leaseholder shall in no way interfere with or hinder the construction, installation, repair or maintenance work undertaken by the County or by any person to whom the County has granted such permission. The leaseholder shall forthwith, upon having received reasonable notice of the request from the County, execute such further documentation as deemed appropriate, in the sole discretion of the County, for the purposes of expediting any such work by the County or other person granted permission by the County. The leaseholder shall have the right to post signage on the property to prohibit trespassing from May 1 st to October 31 st . Any member of the public who wishes to access leased municipally-owned property shall make a request to the lessee to obtain access.	
3.2.12	Leaseholders shall be responsible to maintain the quality and integrity of the municipally-owned property through adherence to land management practices consistent with agricultural practices commonly used in the area where the property is located.	
3.3	<u>Lease Agreements</u>	
3.3.1	Leaseholders shall comply with the terms and conditions of their lease agreement, in accordance with Schedule "B": Surface Land Lease Agreement , at all times.	
3.3.2	Leaseholders must conform to all Federal, Provincial and Municipal legislation, regulations and policies relating to land management.	

Title: Surface Lease of Municipally-Owned Properties		Policy No.: 01-03
Section: 13	Code: P-S	Page No.: 4 of 12 E
Policy Statement and Guidelines:		
3.3.3	Leaseholders are responsible for weed control on municipally-owned land. If a noxious weed as designated under the <i>Weed Control Act</i> is found on lands that are subject to a lease agreement, the County's Agricultural Service Department will notify the leaseholder in accordance with Policy Statement No. 62-14: Weed Inspection and Weed Notice .	
3.3.4	The County will communicate warnings in writing via Registered Mail, in the event of a breach of a lease agreement. If the breach identified in the notice is not rectified in a time and manner suitable to the County, and as indicated in the notice, the County reserves the right to unilaterally terminate the lease agreement.	
3.3.5	Smoky Lake County reserves the right to terminate lease agreements due to breaches of the lease agreement and/or this Policy. If a leaseholder is found in breach of this Policy or of his or her lease agreement, the County reserves the right to not accept future bids from said leaseholder. In such circumstances, the County agrees to notify the affected leaseholder at least sixty (60) days prior to the termination of the lease agreement.	
3.3.6	When a lease is due to expire in the following year, the leaseholder will be contacted by the County in writing, informing the leaseholder of the expiration date and to indicate the intent that the leased property will be subject to a limited invitation to tender process when advertised by the County.	
4.	PROCEDURES:	
4.1	Individuals and businesses who are interested in leasing municipally-owned properties are directed to inquire with the Planning and Development Department. The Planning and Development Manager or designate will assist in the "Limited Invitation to Tender" application process to ensure all required information is included.	
4.2	All bids submitted via the "Limited Invitation to Tender" process must include the following: <ul style="list-style-type: none"> ■ Legal name, address and contact information of the bidder; ■ Legal land description of municipally-owned property to lease; ■ Bid amount; ■ Purpose of intended use or activity relating to the municipally-owned property; and ■ Date and authorized signature. 	
4.3	All bids submitted will be reviewed by the Planning and Development Department. A report will be prepared by the Planning and Development Manager or designate summarising the bids received and a Request for Decision shall be forwarded to County Council outlining the recommendations for endorsement.	

Title: Surface Lease of Municipally-Owned Properties		Policy No.: 01-03
Section: 13	Code: P-S	Page No.: 5 of 12 E

Policy Statement and Guidelines:	
4.4	Once a bid is approved by Council, a lease agreement shall be signed and executed by the County and the successful bidder. The lease agreement shall be issued for a (5) five-year term and shall be billed annually until the expiration of the term. Either party may cancel the lease agreement at any time, provided that the party instigating the cancellation provides the other party with a minimum of sixty (60) days' notice.
4.5	Once the lease agreement has been executed, the Planning and Development Department will send a copy to the Finance Department who will be responsible for creating an accounts receivable based on the amount defined in the lease agreement and to ensure receipt of the yearly lease fees throughout the term of the lease.
4.6	A Right of First Refusal to Purchase clause will be written into the Surface Land Lease Agreement which shall grant the leaseholder the right to have the first opportunity to purchase the municipally-owned property that they hold a lease for, at the price and subject to the terms and conditions contained in a third-party offer that the County has expressed a willingness to accept, or if the County wishes to sell the municipally-owned property that is the subject of the lease.
4.6.1	The Right of First Refusal to Purchase clause will be initiated if the County receives a third-party offer to purchase a municipally-owned property that is currently being leased, at terms that the County has agreed to. The County shall notify the leaseholder of this offer within forty (40) days of receipt. The leaseholder must exercise their Right of First Refusal to Purchase by notifying the County within thirty (30) days of having received notice, and must match the price offered by the third-party offer. Should the leaseholder choose not to exercise their Right of First Refusal to Purchase, they shall notify the County in writing, within thirty (30) days of having received notice, that they waive this Right.
4.6.2	If the leaseholder declines to purchase or waives their Right of First Refusal to Purchase pursuant to Section 4.6.1, the County shall be at liberty to proceed with acceptance of the third-party offer to purchase said municipally-owned property and subsequently terminate the lease agreement, pursuant to Section 3.6.
4.6.3	If the leaseholder exercises their Right of First Refusal to Purchase, the leaseholder shall be obligated to purchase the property and shall provide a cash deposit, in the amount of Two Hundred Dollars (\$200.00), at the time that they provide notice of exercising of their Right. The Leaseholder shall be required to execute an "Agreement to Purchase" with the County and to adhere to its terms and conditions, in accordance with Policy Statement No. 61-10: Disposition of County Owned Property.



Schedule "A"
LIMITED INVITATION TO TENDER
Lease of Municipally-Owned Properties

SMOKY LAKE COUNTY extends an invitation to tender for lease the following Municipally-Owned Properties in accordance with Policy Statement No. 13-01:

Tender #	Legal Description of Property	
1	NE 23-60-13-W4	+/- 136.30 acres
2	SW 34-61-13-W4	+/- 127.60 acres
3	SW 8-62-13-W4	+/- 153.50 acres
4	SE 8-62-13-W4	+/- 125.10 acres
5	Pt. NE 30-59-14-W4	+/- 56.27 acres
6	NW 2-61-18-W4	160.00 acres
7	SW 11-61-18-W4	160.00 acres
8	Un-surveyed property intersecting river road trails located in the South East of SW 3-58-15-W4 bordered by SH 857 to the west side of SH 652 to the north side: Plan 5022 MC	+/- 0.82 acres
9	NE 32-59-14-W4	160.00 acres
10	Reclaimed Gravel Pit Pt. SE 9-58-15-W4	+/- 22.04 acres

Sealed bids for the leasing of Municipal Owned Lands are to be submitted to:

Smoky Lake County
Planning and Development Department
P.O. Box 310
4612 McDougall Drive
Smoky Lake, Alberta T0A 3C0

up to 2:00:00 P.M. on Month __, 20 __. Bids will not be accepted after this time.

TENDER CLOSING: MONTH 00, 20 __.

Bids are to be placed in a sealed envelope marked "Surface Lease Tender" with the tender number clearly indicated on the outside of the tender bid envelope.

Municipal Land Surface Lease Agreement: The successful bidder shall enter into a Surface Lease Agreement with the County – attached as per Schedule "B".

Terms of Lease: The term of the Municipal Land Surface Lease shall be for a five (5) year term: January 1, 20__ to December 31, 20__.

Taxes: The Leaseholder will be issued an annual tax notice for the municipally-owned property leased and will be responsible to pay the taxes directly to the Smoky Lake County.

Smoky Lake County reserves the right to accept or reject any and all bids. The County reserves the right to accept a bid other than the highest with stated reasons. By the act of submitting its bid, the bidder waives any right to contest in any proceedings or action, the right of the County to award a lease to any party in its sole discretion.

ALL BIDS MUST INCLUDE THE FOLLOWING INFORMATION:

- Legal name, address and contact information (phone number and email whenever possible) of the bidder;
- Legal land description of municipally-owned property the bidder wishes to lease;
- Bid amount;
- Purpose of intended use(s) or activity relating to the municipally-owned property;
- Date and authorized signature of the bidder.

Advertised: Week of Month Day and Year in Paper(s): _____

Posted: Month Day and Year on Website: _____

Name: _____

Title: _____

Smoky Lake County



Schedule "B"

SURFACE LAND LEASE AGREEMENT

This Agreement made this _____ day of _____, 20____;

BETWEEN:

SMOKY LAKE COUNTY
P.O. Box 310
Smoky Lake, Alberta T0A 3C0
a Municipal Corporation in the Province of Alberta
(hereinafter referred to as the "County")

OF THE FIRST PART

- AND -

Mailing Address: _____

Civic Address: _____

Phone: () _____ or () _____
(hereinafter referred to as the "Leaseholder")

OF THE SECOND PART

WHEREAS, the Council of the County may grant rights, to its property, including property under the direction, control and management within the municipal boundaries of the County.

AND WHEREAS, the County desires to grant a lease and charge for the use of its property, including property under the direction, control and management of the County.

NOW THEREFORE, in consideration of the premises and the mutual terms, covenants and conditions to be observed and performed, this **Surface Land Lease Agreement** (the "Agreement") is granted to you by Smoky Lake County and agreed by the Leaseholder as follows:

1. Lease Site:

The County shall lease approximately _____ acres located on _____

(hereinafter referred to as the "Lease Land").

Section 13

Policy 13-03

2. Purpose:

The County does hereby, in consideration of the payments hereinafter specified and in consideration of the terms and conditions herein contained, grant permission to the Leaseholder exclusive rights to use the ("Lease Land)", for the purpose(s) herein specified:

Nothing herein shall give the Leaseholder the right to use the Lands for any other purpose without the prior written consent of the County. The County makes no representation or warranty regarding the legality of the Lease Land, and the Leaseholder shall bear all risk of any adverse change in applicable laws.

3. Term:

This Agreement will be for a **five (5) year** term beginning on _____ and ending on _____ (the "Term"), unless terminated earlier as provided for herein.

4. Annual Payment:

The Leaseholder shall pay to the County the following lease payment annually as per the submitted bid:

\$ _____ plus GST.

If payment is not received within thirty (30) days, the Leaseholder is in default of this Agreement and will be notified in writing of this default. If the outstanding fees are not paid in full within sixty (60) days of the invoiced date, this Agreement may be unilaterally terminated by the County.

5. Taxes:

The Leaseholder will pay Smoky Lake County property taxes for the Lease Land directly to Smoky Lake County Taxation Department.

6. Land Management:

6.1 **Noxious Weeds:**

The Leaseholder is responsible for weed control on the Lease Land. If a noxious weed as designated under the *Weed Control Act*, is found on the Lease land, the County Agricultural Service Department will notify the leaseholder in accordance with **Policy Statement No. 62-14: Weed Inspection and Weed Notice**.

Section 13

Policy 13-03

6.2 **Right to Enter:**

The Leaseholder acknowledges that the County may deem it necessary or appropriate, from time to time, to cause or allow third parties to construct or install permanent underground or above ground utility lines, pipelines facilities and transmission lines which will cross the lease land; or to perform such other work upon the Lease Land as may be deemed necessary at the sole discretion of the County, and the agrees that the Leaseholder shall in no way interfere or hinder the construction, installation, repair or maintenance undertaken by the County or any person to whom the County has granted such permission, and further, the Leaseholder shall forthwith, upon receiving reasonable notice of the request from the County, execute such further documentation as deemed appropriate in the sole discretion of the County, for the purposes of expediting or permitting any such work within the Lease Land by the County or the nominee of the County.

6.3 **Buildings and Improvements:**

The Leaseholder agrees that it shall not erect any buildings, improvements or structures on the Lease Land, without the express written consent of the County. If the Leaseholder is permitted to erect any buildings, improvements or structures, the same are to be constructed in a work-man-like manner so as to minimize damage to the Lease Land, and the Leaseholder shall, after any such work, restore the Lease Land to a level and condition equivalent to that which existed prior to the commencement of any such construction.

Any improvements (e.g. fencing, animal shelter, etc.) made to the Lease Land, shall be at the sole expense of the Leaseholder and any such improvements shall remain with the Lease Land or be removed from the property upon termination of this Agreement.

7. Liability:

7.1 **Insurance:**

A minimum of Two Million Dollars (\$2,000,000.00) personal Liability Insurance with Smoky Lake County as named insured must be maintained for the duration of the lease and shall provide proof of such insurance to the satisfaction of the County upon demand.

7.2 **Indemnification:**

The Leaseholder shall, at all times, indemnify and save harmless the County from any and all losses, costs, damages, actions, causes of action, suits, claims and demands whatsoever that may be lawfully brought or made against the County by reason of anything done by the Leaseholder, your invitees, or agents, whether or not such things are done in the exercise or purposed exercise of the rights herein conferred upon you. The County shall not be liable nor responsible for any bodily or personal injury or property damage of any nature what-so-ever that may be suffered or sustained by the Leaseholder, your invitees, or agents in the performance of this agreement. Such indemnification shall survive termination of this Agreement.

Section 13

Policy 13-03

8. Non-Assignment:

The Leaseholder shall not sublet the Lease Land or any portion thereof, or assign this Agreement, or part with the possession of the Lease Land during the Term.

9. Applicable Law

The issuance of this Agreement by the County does not excuse the Leaseholder from complying with the requirements of any Federal, Provincial, or Municipal legislation, regulations, bylaws and policies and shall apply and bind the parties in any all questions pertaining to this Agreement.

10. Termination:

It is understood by both the County and the Leaseholder, that the County shall have the absolute right and privilege to terminate this Agreement, herein granted, together with all rights contained herein or ancillary thereto.

10.1 County:

10.1.1 The County Reserves the right to terminate this Agreement due to any breach of the Agreement. If the Leaseholder is found in breach of this Agreement, the County reserves the right to not accept future tender bids for lease from the Leaseholder. The County shall give a minimum of sixty (60) days' notice to the Leaseholder of its intent to terminate the Agreement prior to termination.

10.1.2 The County reserves the right to terminate this Agreement in the event it chooses to sell the Lease Land prior to the conclusion of the Term of this Agreement. In such an instance, the Leaseholder shall be given a right of first refusal that shall grant the Leaseholder the right to have the first opportunity to purchase the Lease Land, at the price, and subject to the terms and conditions contained in a third-party offer that the County has expressed a willingness to accept.

10.2 Leaseholder:

If the Leaseholder wishes to vacate the Lease Land before the conclusion of the Term of this Agreement, the Leaseholder will give the County advance written notice of not less than Sixty (60) days of such termination.

11. Notice:

11.1 The County hereby designates and appoints the Planning and Development Manager as the representative for the purposes of this Agreement.

11.2 All notices, invoices and payments referred to herein shall be given in writing and may be personally delivered or mailed by prepaid, registered mail and addressed as follows:

Section 13

Policy 13-03

The County: **Smoky Lake County**
4612 McDougall Drive OR
P.O. Box 310
Smoky Lake, Alberta T0A 3C0

ATTENTION: Planning and Development Manager

The Leaseholder: _____

Phone: (____) _____ or Cellular: (____) _____
Email: _____

The address of either party may be changed from time to time to any other address in Alberta by notice in writing to the other party. All notices and payments sent by prepaid, registered mail shall be deemed to be received by the addressee on the fourth business day following the mailing thereof in any post office in Alberta, except in the case of a postal strike, in which event any notices shall be given by telegram or by personal delivery, as the case may be. In this paragraph, business day means any day except Saturday, Sunday or a Statutory Holiday.

11.3 It is agreed that this written instrument embodies the entire Agreement of the parties hereto in regard to the matters dealt with herein, and that no understandings or agreements, verbal or otherwise, exist between the parties except as herein expressly set out.

IN WITNESS WHEREOF the parties hereto have executed this document on the date first above written.

SIGNED AND DELIVERED }
in the presence of: } **SMOKY LAKE COUNTY**

Witness C.A.O.

SIGNED AND DELIVERED }
in the presence of: } **LEASEHOLDER**

Witness Leaseholder's Signature

Carried.

Nadine Blaney, Executive Director, Fort Air Partnership, virtually joined the meeting, time 10:29 a.m.

7. Delegation:

Fort Air Partnership Presentation

Present before Council in Chambers from 10:32 a.m. to 10:45 a.m. was Nadine Blaney, Executive Director, Fort Air Partnership, to provide a presentation including but not limited to:

- 10 Airsheds operate 83 continuous air monitoring stations across Alberta.
- Alberta Airshed model:
 - Place-based = local oversight over air quality monitoring and reporting.
 - Collaborative, multi-stakeholder engagement and consensus-based decision-making.
 - Scientific advisory committee comprised of highly skilled and experienced people oversee implementation of monitoring activities.
 - On-going education and engagement of the community.
 - Responsive to local public, government and industry needs.
 - Sustainable, committed funding.
- FAP Structure
 - Independent, not-for-profit, multi-stakeholder organization, established in 2000.
 - Board composed of public, government and industry representatives.
 - Mission: Operate a regional network to monitor and report credible and comprehensive ambient air quality information.
- FAP Roles
 - Collect and report ambient air quality data. Data is used to:
 - Compare to standards and report exceedances.
 - Make decisions on managing air quality.
 - Calculate the Air Quality Health Index.
 - Provide data through live data site.
 - Communicate air quality results to the public and stakeholders.
 - Conduit for information related to air quality effects on health and environment.
- FAP Network
 - Boundary:4500 km²
 - Monitoring Sites:
 - 10 continuous stations
 - Monitor for 19 different substances and meteorological conditions
 - Hourly data provided 24/7
 - 16 passive monitoring sites
 - Hydrogen Sulfide
 - Sulphur Dioxide
 - 5 Purple Air Sensors
 - Fine Particulate Matter

Nadine Blaney, Executive Director, Fort Air Partnership, virtually left the meeting, time 10:45 a.m.

Fort Air Partnership

373-23: Fenerty

That Smoky Lake County Council accept the presentation provided by the February 15, 2023, Delegation: Nadine Blaney, Executive Director, Fort Air Partnership, as information.

Carried.

One Member of the Public, virtually joined the meeting, time 10:46 a.m.

2023 Alberta Fire Chief Conference and Tradeshow

374-23: Serben

That Smoky Lake County approve to purchase memberships to Alberta Fire Chiefs Association (AFCA) for the County Fire Chief, Deputy Fire Chief and two Elected Officials at a cost in the amount of \$180.00 per person; and authorize two Elected Officials: Councillor Serben and Councillor Cere, to attend the 2023 AFCA Conference and Tradeshow, scheduled for May 28-31, 2023, to be held in Edmonton, Alberta.

Carried.

One Member of the Public, virtually joined the meeting, time 10:52 a.m.

Agricultural Service Board – Policies & Bylaw

375-23: Serben

That Smoky Lake County Council direct Administration to undertake a review of the Agricultural Service Board (ASB) Policies and Bylaw, and provide recommendations to Council with changes to become congruent and align them with each other and the ASB Act; and bring forward new and/or amended legislation to replace or update the ASB Policies and Bylaw for Council’s consideration at a future Council Meeting.

Carried.

2023 Orthophotos for GIS

376-23: Gawalko

That Smoky Lake County Council approve to expend up to the amount of \$109,255.00 from reserves, as part of the Year-2023 Capital Budget, to acquire Year-2023 RGBI digital aerial photography and produce a digital orthophoto of Smoky Lake County for the County’s GIS mapping system; and acknowledge the funds required may be in a lesser amount of \$74,000.00, subject to the application submitted to the 2022-2023 Alberta Community Partnership (ACP) Grant under the “Intermunicipal Collaboration Framework” Component, as per County Council’s September 22, 2022 Motion #1039-22, being successful.

Carried.

Inside Outside Studios and the iHunter Alberta App

377-23: Cere

That Smoky Lake County acknowledge receipt of the 2022 County Map Sales – Annual Report, received from Inside Outside Studios Inc., of Calgary Alberta, in regard to the sale of virtual Smoky Lake County maps sold through their mobile application software: “iHunter Alberta”, reporting a total of 326 maps sold in Year-2022; and approve iHunter to increase the end user map pricing from the amount of \$14.99 to \$19.99 per map, to allow for flexibility to promote sale by offering discounted bundles and discounts for map updates, as per the correspondence from Mark Stenroos of Inside Outside Studios Inc., dated January 12, 2023.

Carried.

Doctor Retention & Recruitment 2023 Budget

378-23: Gawalko

That Smoky Lake County approve the Year-2023 Budget for the Smoky Lake Region’s Doctor Retention and Recruitment Committee, with Smoky Lake County’s contribution in the amount of \$14,640.00 based on 61% of the total budget in the amount of \$24,000.00 as recommended at the Doctor Retention and Recruitment Committee meeting held on January 30, 2023, with the following cost-sharing percentage funding formula:

Municipality	Percentage	Amount
Smoky Lake County	61%	\$ 14,640.00
Town of Smoky Lake	26%	\$ 6,240.00
Village of Vilna	7%	\$ 1,680.00
Village of Waskatenau	6%	\$ 1,440.00
Year-2023 Doctor RETENTION Total Budget:		\$ 24,000.00

Carried.

Policy Statement No. 05-05-02: Doctor Retention & Recruitment Committee Terms of Reference

379-23: Fenerty

That Smoky Lake County Council direct Administration to undertake a review of Policy Statement No. 05-05-02: Doctor Retention and Recruitment Committee - Terms of Reference, to become congruent with the current state of the Committee; and bring forward an amended policy for Council’s consideration at a future Council Meeting.

Carried.

Lakeland Agricultural Research Association (LARA) Agreement for 2023

380-23: Fenerty

That Smoky Lake County execute an agreement with Lakeland Agricultural Research Association (LARA) for Year-2023 and provide funds in the amount of \$55,000.00 to LARA, for the provision of enhanced extension programming to Smoky Lake County producers to meet the County’s obligations under the Resource Management Stream of the Provincial Agricultural Service Board (ASB) Grant.

Carried.

Addition to the Agenda:

RhPAP’s 2023 Rhapsody Rural Physician Award – Letter of Support

381-23: Halisky

That Smoky Lake County provide a letter of support to the Town of Smoky Lake (Managing Partner of the Doctor Retention and Recruitment Committee), for their submission to the Rural Health Professional Action Plan (RhPAP) 2023 Rhapsody Rural Physician Awards, by the application deadline of February 28, 2023, to nominate Doctor Anton Raubenheimer, Doctor Stephen Raubenheimer, Doctor Hendrick Lorens, and Medical Staff of the Raubenheimer Medical Clinic, recognizing their contributions towards our community and for providing outstanding patient care.

Carried.

11:31 to 11:31 a.m.

9. Public Question and Answer Period:

None.

One Member of the Public, virtually left the meeting, time 11:36 a.m.

5. Issues for Information:

Chief Administrative Officer’s Report

Chief Administrative Officer			
Report Period: Jan 20, 2022 to Feb 09, 2023			
LEGISLATIVE / GOVERNANCE			
Projects	Date In Progress	Date Outstanding	Date Completed
<p>Stony Creek/Beaver Dams/Saddle Lake: This request has taken considerable time administratively to review and sort out. A meeting request by Council to be arranged between the County and Saddle Lake Cree Nation to discuss the issue. A date of November 16, 2022 at 10:00 am was set.</p> <p>Project progress:</p> <ul style="list-style-type: none"> The Nation cancelled and had not yet provided alternate dates for consideration. 	Sept 25/22		
<p>Administrative Efficiencies: The Council tasked the CAO with reviewing administrative processes with the goal of attaining and gaining efficiencies in time spent by administration on reports, meetings, etc.</p> <p>Project progress:</p> <ul style="list-style-type: none"> The CAO has prepared a report for Council to review and adopt recommendations. 	Oct 15/22		
<p>Replacement of Fire Apparatus: The Waskatenau pump truck was severely damaged as a result of the pump casing freezing. The estimated cost of repair may be in excess of \$90,000 on a truck which is 15 years old. The Committee met and recommended that the funds be expended to repair the truck and to order a new pump truck. The CAO is tasked with the administration of the Smoky Lake Fire Department. with reviewing administrative processes with the goal of attaining and gaining efficiencies in time spent by administration on reports, meetings, etc.</p> <p>Project progress:</p> <p>The CAO has prepared a report for Council to review and adopt recommendations.</p>			
<p>Fire and Rescues Committee Meeting: Review of the TSI report on Implementation.</p> <p>Project progress:</p> <ul style="list-style-type: none"> The first CAO meeting was held on January 31, 2023. Meetings are generally planned every 3 weeks or so. The First meeting established a basic flowchart of the organization of the department and started work on rationalizing a funding formula model and the likely need for an Advisory Committee to deal with member queries concerning financial issues. 	Dec 20/22	Ongoing	

Chief Administrative Officer			
Report Period: Jan 20, 2022 to Feb 09, 2023			
ADMINISTRATIVE			
Projects	Date In Progress	Date Outstanding	Date Completed
Managers Meetings – Every Monday Morning			Ongoing
<p>Bonnie Lake Resort – The County signed off on the easement agreement for the gas lines. The Construction Completion Inspection is due to be scheduled in the spring.</p> <p>Project progress:</p> <ul style="list-style-type: none"> No change since last report. Bascor is requesting that the County winter blade the roads for customer access through a similar agreement executed last winter. 	Oct 13/22		
<p>Surface Lease Discussion Managers: A management meeting was held to review, discuss and develop methodologies to address Council concerns in the development of a Surface Lease project.</p> <p>Project progress:</p> <ul style="list-style-type: none"> Administration is currently working on the revision of the language in the policy. The Policy Committee provided recommendations. 	Aug 22/22 Aug 31/22		
<p>Snow Clearing - Driveways: At a policy Committee meeting held on February 08, 2023, the Committee reviewed the snow clearing policy pertaining to the flag system. The preference is to evaluate and revise the existing policy to provide flags for singular events and develop a recommended cost (per event) for a 200 m length driveway, which is the current policy.</p> <p>Project progress:</p> <ul style="list-style-type: none"> Administration is currently working on the revision of the language in the policy. Administration is also gathering example policies from other Counties to assist with the framework of the flag program. The expected completion and adoption is anticipated to be April 2023. 	Feb 08/23		
<p>Cold Weather Policy: At a policy Committee meeting held on February 08, 2023, the Committee reviewed the existing Cold Weather Policy currently in force at the County. The points of concern was that County equipment do not mobilize past -32 C (including wind chill) while other organizations such as Aspen School Division have a mobilization threshold of -40 C.</p>	Feb 08/23		

Chief Administrative Officer			
Report Period: Jan 20, 2022 to Feb 09, 2023			
<p>Project progress:</p> <ul style="list-style-type: none"> Administration is currently working on the revision of the language in the policy. Administration is also gathering example policies from other Counties to assist with the framework of the flag program. The expected completion and adoption is anticipated to be April or May 2023. 			
<p>Regional Engineering Standards (ACP): Met with team, legal and Admins regarding the project.</p> <p>Project progress:</p> <ul style="list-style-type: none"> The project may have a schedule adjustment due to an absence of the project engineer. Associated Engineering has proposed an ambitious schedule to meet the County's goals. 	Ongoing		
<p>Northern Lights RV Park – Ongoing meetings and issues.</p> <p>Project progress:</p> <ul style="list-style-type: none"> The County has met with the proponents in reference to satisfying the SDAB decision conditions. 	Ongoing		
<p>Drive Happiness: Attended a session for the implementation of the program.</p> <p>Project progress:</p> <ul style="list-style-type: none"> The County will be proceeding to post information about the program on the County website and social media. 	Ongoing		
<p>Joint Health and Safety Committee Meeting</p> <p>Project progress:</p> <ul style="list-style-type: none"> Nothing tasked to the County CAO. 			
<p>Ukrainian Twinning Meeting/Kosiv</p> <p>Project progress:</p> <ul style="list-style-type: none"> Nothing tasked to the County CAO. 			
<p>RCDC/CEDO Meeting: A meeting was held to discuss the resignation of the CEDO and the interim work the CEDO will be undertaking in the transition</p>	Ongoing		

Chief Administrative Officer			
Report Period: Jan 20, 2022 to Feb 09, 2023			
<p>period. The RCDC will be looking to review itself as a Committee and re-evaluate purpose and priorities.</p> <p>Project progress:</p> <ul style="list-style-type: none"> Nothing tasked to the County CAO. 			
<p>Fire and Rescues Committee Meeting: Review of the TSI report on Implementation.</p> <p>Project progress:</p> <ul style="list-style-type: none"> All motions have been received and a meeting of the CAO Committee is being established. Needing to provide TSI with approval to proceed with the 3rd phase of the project – preparation of the Master Plan. 	Ongoing		
<p>Waskatenau Intermunicipal Agreement: This project was initially required as a result of the proposed development along the south side of the Hwy 28 adjacent to Waskatenau. There is a requirement to connect to the municipal services. The bylaw was presented and approved.</p> <p>Project progress:</p> <ul style="list-style-type: none"> Planning and Development is reviewing the service locations with the Village and preparing R/W agreements between the Village and Customer and County and Customer. 	Ongoing		
<p>Broadband Project: Early in 2022, in conjunction to the announced funding by the Federal and Provincial governments, Council stated a desire to develop a project (or projects) to utilize this funding to provide better service within the County. Administration suggested that the County could contract the services of a consultant to determine needs within the County (including some periphery partners) and develop a strategy which could be used as the basis for a grant application. Council chose to invite representatives from service providers to speak with Council directly, as it was felt that these representatives would have industry knowledge of our area needs and could best recommend projects.</p> <p>Project progress:</p> <ul style="list-style-type: none"> The County is reviewing with MCSNet their proposed plan and provide a motion of 50% funding support for the study/design phase of the project through the NRED grant program. 			
<p>UFA/Canoe – Missing Fuel: Met with representatives of UFA and Canoe to discuss the ramifications of the missing fuel. Canoe is the</p>	Ongoing		

Chief Administrative Officer			
Report Period: Jan 20, 2022 to Feb 09, 2023			
<p>procurement/invoicing agency to the County and UFA is the supplier of fuel to Canoe.</p> <p>Project progress:</p> <ul style="list-style-type: none"> The parties have agreed that they will be preparing revised invoices for the County. The County will be providing a listing of legitimate fuel usage from that unit. UFA is in the process of changing protocols of expired cards. UFA is going to provide the County with a listing of the concentration of winter additive and temperature rating of winter fuel in the future. 			
HWY 28/63 COMMISSION			
Hwy 28/63 Board meeting			Dec 19/22
<p>Hwy 28/63 Legal: A substantial amount of time is now going to be required as a result of trying to finalize the last 5% of the project. The Commission will need to apply for renewal of dispositions while working to finalize agreements to satisfy legal obligations and requirements.</p>	Jan 20/23	Ongoing	
FINANCIAL			
Projects	Date In Progress	Date Outstanding	Date Completed
<p>2023 Budget (Council) Meeting – The interim budget was adopted on Dec 14, 2022. The Council also tasked the CAO/Administration to review the budget of reducing the operating budget by 5% and providing impacts of that reduction prior to the adoption of the final budget.</p> <p>Project progress:</p> <ul style="list-style-type: none"> The Council reviewed the impacts of a 5% reduction with Department Managers and reviewed the budget in a workshop setting. The workshop re-affirmed that a reduction of that nature could not occur with a significant reduction of existing services. In the Strategic Plan the Council affirmed to maintain existing service levels. The next step will be to continue to review finances and strive for efficiencies wherever possible without compromising municipal service levels and to review programs to see whether levies for services can be adjusted to become a recoverable fee for service program. No change since last report. The County completed and efficiencies report for Council. 	Ongoing		
HUMAN RESOURCES			
	Date	Date	Date

Chief Administrative Officer			
Report Period: Jan 20, 2022 to Feb 09, 2023			
Projects	In Progress	Outstanding	Completed
Welder: The County welder position has not been filled. Applicants report that the County wages scale are too low. Project progress: <ul style="list-style-type: none"> Administration will be undertaking a second round of advertisements. We are utilizing the services of a casual employee to fill in for the interim period. 	Ongoing		
Public Works Manager: The Public Works Manager provided notice of retirement with a last day of Friday, April 28, 2023. Project progress: <ul style="list-style-type: none"> Administration is currently advertising for the position. 	Jan 13/23		
COMMUNITY			
	Date In Progress	Date Outstanding	Date Completed
TRAINING			
COUNTY STRATEGIC PLAN			
Strategic Plan: A Strategic Plan is Council's plan for the next 3 years and beyond. It is a critical document for the CAO and Administration to prepare plans and budgets. Project progress: <ul style="list-style-type: none"> The draft strategic plan was presented to Council at the Jan 2023 meeting. The Council requested a public open house to roll out to the public on February 27, 2023 at 7:00 at Chambers and virtually. Once adopted, the CAO will then prepare the operational target/milestone report as well as the financial impact. The Council is already implementing some of the strategies such as lobby and priority planning. 	Ongoing		
Signature: Gene Sobolewski		County Council Meeting: Feb 09, 2023	

Administrative Efficiencies

382-23: Serben

That Smoky Lake County Council approve the Chief Administrative Officer's Efficiencies Report, dated February 9, 2023 with the following 22 recommendations:

1. Aggregate Council meetings to two regular meetings per month. Department meetings, MPC, public hearings, and other items can be scheduled into predictable agendas.
2. Agendas. Agendas can be prepared into concise formats. RFD's (including recommendations for motions) and detailed information is contained within the Council package itself and is not required to be expressly shown on the agenda. The agenda can easily be re-formatted to save room, space and paper. The Policy 01-26-05 may need to be refined slightly. See Figure 3.0 Sample Agenda.
3. Meeting Time Management. There are some courses, tips and tricks which can be utilized to save time and speed up agendas. Council should consider implementing programs.
4. Discontinue "Environment & Parks" Council Meetings. This item would be deferred to a Regular Council meeting.
5. Discontinue "Fire Protective Services" Council Meetings. This item would be deferred to a Regular Council meeting.
6. "Agricultural Service Board". Meetings only address legislated Board matters and not to be considered as a departmental meeting. Agricultural Department matters would go to a Regular Council meeting.
7. Discontinue "Natural Gas Committee" Council Meetings. This item would be deferred to a Regular Council meeting.
8. Manager Reports. Manager reports would be presented at a Council meeting (see Figure 3.0). The Manager would present a concise report and answer questions from Council. A presentation should take no more than 10 minutes in duration unless there is a specific emerging issue, which then should be presented as an agenda item as opposed to in a manager report.
9. Manager Report Forms. The reporting forms for Manager reports should revert back to the simple Word.doc form prescribed under Policy 01-30-03.
10. Manager Report Schedule and Duration. The Manager reports should be scheduled at a specific time once per month during a regular Council meeting.

Ideally, the time allocation for presentation should be 10 minutes with a maximum allocation of 15 minutes with questions.

11. Joint Municipalities Meeting. Consider holding the “informational and dinner” Joint Municipalities Meeting once per year. A meeting is always available through the call of the Chair. County staff are responsible for preparation of agendas, collection and copying of reports, and preparation of minutes for these meetings. Another alternative is that a Chair from a different municipality can be appointed annually on a rotating basis and the responsibility for the preparation of agendas, minutes, etc., would fall onto administration of that municipality.
12. Clean up and organize the G-drive. The G-drive should be a repository for all municipal files and should be organized by the Department and then broken into required subdirectories. Names of individuals should be removed and replaced with logical sequencing of directories and sub-directories starting with the Department. Access to the G-drive should be “read-only” for all employees except those who are assigned the duties of archiving and management of the G-drive.
13. Create Templates. Establish templates in Word for various documents such as letters, forms, RFDs, Memos, Policies, Minutes, etc.
14. RFD’s. Implement an RFD standard such that all RFD’s have a review process to ensure that the format is correct, that it is prepared for the correct meeting, and it contains a staff recommending motion.
15. Amend Policy 01-27-02. Amend the Request for Decision for by refining the format into a simple template form (no colour borders, etc.) by reducing the wasted space/ink and shortening the detail. The RFD itself should be a short executive summary of the matter being dealt with and refrain from containing excessive background information. That information would be contained as part of the background.
16. Follow Policy M-01-30-03. Utilize Monthly Departmental Reports prescribed in policy.
17. Bylaw/Policy Numbering. Utilize excel for recording and managing Bylaw and Policy numbering such that sequencing is logical and simple.
18. Filing System. Amend the filing system such that a logical and simple naming/numbering convention is implemented based on department and sub-categories based on accepted industry conventions.
19. Naming Convention. As part of the G-drive and filing system, implement a standard naming convention for all documents produced by the County and require a footer with the file location on word documents. This is a simple code which can be implemented as part of the template.
20. Replace Cascade. The County should review the reason as to the actual need and reasons Cascade was originally procured and whether the software actually meets the needs of the County.
21. Succession/Business Continuity. Identify contingency plans for business continuity in the absence of any employee.
22. Amend ASB Policies 62-14 and 62-20. ASB Policies 62-14 and 62-20 need to be amended to reflect the conditions specified in Bylaw 1411-22. At the moment, these documents are not congruent with each other, and they are essentially orphaned documents with are not tied to each other, resulting in confusion and misleading direction.

Carried.

Highway 28/63 Regional Water Services Commission – Compensation to CAO

383-23: Gawalko

That Smoky Lake County Council approve to compensate the Chief Administrative Officer: Gene Sobolewski, in the amount of \$500.00 per month, effective March 1, 2023, until his services cease as the appointed Manager of the Highway 28/63 Regional Water Services Commission and acknowledge the compensation amount is allocated from funds received from the Commission to manage it.

Carried.

Review of Bylaw No. 1400-21 County Procedural Bylaw

384-23: Serben

That Smoky Lake County Council direct Administration to undertake a review of Bylaw No. 1400-21: County Procedural Bylaw, for redundancies; and bring forward updated legislation for Council’s consideration at future Council Meeting.

Carried.

Pursue a Meeting with Minister of Indigenous Relations - Range Road 130

385-23: Halisky

That Smoky Lake County pursue a meeting with the Minister of Indigenous Relations, Rick Wilson, to discuss a proposed project to improve Range Road 130, from Highway 28 to Whitefish Lake First Nation #128.

Carried.

Financial Statements

As annexed to the minutes:

↳ Financial Statement: **December 2022.**

Action List(s)

Action Lists:

- i. County Council Departmental Meeting – January 24, 2023.
- ii. Special Council Meeting – January 24, 2023.
- iii. County Council Meeting – January 26, 2023.

Chief Administrative Officer's Report

386-23: Serben

That Smoky Lake County's Chief Administrative Officer's report for the period of January 20, 2023, to February 9, 2023, be accepted and filed for information.

Carried.

One Member of the Public, virtually joined the meeting, time 12:04 p.m.

Lydia Cielin, Assistant Chief Administrative Officer, left the meeting, time 12:04 p.m.

5. Issues for Information:

Finance Manager's Report:

Actual to Budget Report

Brenda Adamson, Finance Manager, presented an updated Financial Report for the period ending February 8, 2023.

Finance Manager's Report

387-23: Gawalko

That Smoky Lake County's Finance Manager's report for the period ending February 8, 2023, be accepted, and filed for information.

Carried.

Meeting Recessed

Meeting recessed for Lunch, time 12:08 p.m.

Meeting Reconvened

The meeting reconvened on a call to order by Reeve Lorne Halisky at 12:46 p.m. in the physical presence of all Council members, the Chief Administrative Officer, Finance Manager, and the virtual presence of the Planning & Development Manager, Planning Technician, Assistant Agricultural Fieldman, Natural Gas Manager, Communications Officer, Recording Secretary, GIS Operator, and 1 Member of the Public.

One Member of the Public virtually joined the meeting time 12:52 p.m.

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

Dan Gawalko – Deputy Reeve & Division One Councillor's report from various Committees, Boards and Commissions:

Councillor Report

Dan Gawalko Division one

- January 26 2023 attended Vilna/Bellis citizens on patrol COPs annual general meeting elections took place and Ron Cyr is chair ,Mary Lou Savik is vice chair, Leroy Kunyk is secretary, Leanne Schoepgens is treasurer and the two directors are Marlean Skoreyko and Gloria Dombowsky. No RCMP or fish and wildlife officers were present, I gave my report, fund raising was discussed and they will be having another meat raffle in 2023 and a short discussion about the Vilna fair and what the club could entertain, Leanne presented the financial report.

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

Linda Fenerty – Division Two Councillor's written report from various Committees, Boards and Commissions:

No report.

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

Dominique Cere – Division Three Councillor written report from various Committees, Boards and Commissions:

Councillor Report
January 26 – February 6, 2023

Jan. 27, 2023 RMA District 5 Meeting

- Attended virtually.

Jan. 31, 2023 SL Foundation Regular Board Meeting

- Managers provided monthly reports and provided Board members clarification upon request
- Financial report reviewed and discussed
- CAO report presented
- Board member related community report included an update on the recent Doctor Retention meeting
- Information items included the ASCHA convention, Lodge Activity Coordinators Association convention, Save the Date from November for the Lodge Manager's Association, a follow-up letter sent to Minister Nixon from ASCHA, a Q&A information sheet relating to Changes to Social Housing Rental Rates and Senior Lodge Rates, and a Budget Letter from Alberta Seniors, Community & Social Services.
- New Business looked at the concept of a sample employment contract.

Feb. 02, 2023 Intermunicipal Development Plan Committee Meeting

- Attended in chambers.

Respectfully submitted,

Dominique Cere
Division 3

Reeve – Division Four Councillor’s Report on various Committees, Boards & Commissions
Lorne Halisky – Reeve and Division Four Councillor’s report from various Committees, Boards and Commissions:



Reeve’s Report
January 17, 2023 to February 6, 2023

January 17-19, 2023 – ASB Provincial Conference held in Grand Prairie (Dan, Lorne, Linda and Jered in-person)

- Meet and Greet with Ministers, MPs, and MLAs.
- Sessions included: The Future is Northern, Provincial ASB Program Update, Alberta’s Future Hydrogen Economy, Canadian Agriculture in the Indo-Pacific: Balancing the US and China, Cattle Value Chain: Problems and Resolutions, The Importance of Market Access for Canadian Crops, Black Swans: Flight, Fight or Fright and Future of Canadian Agriculture, State of the Agricultural Carbon Markets, Celebrating the Diversity of Agriculture.

January 20, 2023 – Broadband discussion with MCSNet, virtual (Lorne & Dan)

- MCSNet identified several possible opportunities that frame into an application for an Alberta Broadband Fund (Northern Regional Economic Development - NRED) grant and requested support of the application from the County.

January 20, 2023 – Northeast Mayors, Reeves, and Indigenous Leaders Caucus Subcommittee Meeting, virtual (Lorne)

- A discussion was held on hiring a lobbyist for Highway 28 resurfacing, additional lanes etc. including a funding formula and next steps.

January 24, 2023 – Council Departmental Meeting, in Chambers/virtual (All Council in-person)

- Received reports from Management on their activities and projects.
- Discussions led to the need for policy review in respect to cold weather equipment mobilization and County facility security.
- Requested an update on the Disaster Services Plan to be brought to the March meeting.
- Provided direction to create a bylaw to amend the Land Use Bylaw and remove the provisions which regulate RVs in hamlets and on lake lots, and instead establish a stand-alone Penalties Bylaw with enforceable fines and penalties.

January 24, 2023 – Council Special Meeting, in Chambers/virtual (All Council in-person)

- Approved to support and commit \$125,000, funded from reserves towards a proposed project titled: Broadband and Economic Needs Assessment, subject to receiving the Alberta Government’s Northern Regional Economic Development (NRED) Program’s matching (50%) funds for the said project estimated to cost in the total amount of \$250,000.

January 25, 2023 – Smoky Lake Regional Fire & Rescue Meeting, in Chambers/virtual (Lorne, Linda, Jered & Dominique in-person)

- Lorne Halisky acclaimed as chairperson and Linda Fenerty acclaimed as vice-chairperson.
- Recommended Smoky Lake County Council approve to repair Waskatenau Fire Department Engine Unit 403, at a cost not exceed \$92,654.65 and to proceed to procure a new custom spec frontline pumper firetruck to replace Waskatenau Fire Department Engine Unit 403.

January 26, 2023 – Regular Council Meeting, in Chambers/virtual (All Council in-person)

- First Reading given to Bylaw No. 1429-23: Road Closure- Undeveloped Government Road Allowance; East Side of River Lot 10 (Victoria Settlement).
- Second Reading given to Bylaw No. 1430-23: Planning & Development Public Hearing Procedures.
- Third & Final Reading given to Bylaw No. 1431-23: Planning & Development Fees.
- Adopted Policy Statement No. 07-09-01: Alberta Bilingual Municipalities Association (ABMA) - Liaison Committee Terms of Reference.

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- Adopted Policy Statement No. 04-05-01: North Saskatchewan Watershed Alliance (NSWA) - Liaison Committee Terms of Reference.
- Third & Final Reading given to Bylaw No. 1428-23: Solid Waste Regulations and Fines.
- Amended Policy Statement No. 03-18-18: Five-Year Road Plan.
- Approve \$2,000 towards Northeast Mayors Reeve & Indigenous Leader Caucus’ advocacy and lobbying efforts.
- Approved \$1,000 of FCSS funding to Royal Canadian Legion Branch 227.
- Approved \$4,000 to the Smoky Lake Trail Twisters for winter grooming the Iron Horse Trail in 2022 & 2023.
- Approved a \$1,230.50 membership to North Saskatchewan Watershed Alliance (NSWA).
- Approved \$500 towards 7th Annual Randy Russ Memorial Barrel Race, scheduled for August 6-7, 2023, in Bellis.
- Approve to repair Waskatenau Fire Department Engine Unit 403, at a cost to not exceed \$92,654.65 and to proceed to procure a new custom spec frontline pumper firetruck to replace Waskatenau Fire Department Engine Unit 403.

January 27, 2023 – RMA District 5 Meeting, in Kinsella & virtual (Lorne, Dan in-person and Dominique Jered, Linda virtual)

- Speakers included: Brownlee LLP, Inspections Group, Claystone Waste, Municipal Planning Services, MLA Jackie Lovely, MRF, Capital I Industries, and Consulting Engineers of Alberta (CEA).
- Adopted the 2022 Financial Statements & waived the 2023 Membership fees.
- Received reports from RMA’s president, director, and representatives.
- Resolved to advocate Smoky Lake County’s Resolution that the Government of Alberta continue to prioritize increased access to Open Date for municipalities.
- Resolved to advocate Strathcona County’s resolution that the RMA, Gov of Alberta, and Gov of Canada, increase their commitment to support and resource the current hydrogen initiatives in all of Alberta to assist Alberta and its innovative energy industry partners to become leaders in the developing hydrogen economy.

January 30, 2023 – Northeast Mayors, Reeves, and Indigenous Leaders Caucus Subcommittee Meeting, virtual (Lorne)

- A discussion was held with Canadian Strategy Group “lobbyist” for Highway 28 resurfacing, additional lanes etc. including setting up funding and next steps such as meeting on the Government of Alberta Parliament Grounds etc.

January 30, 2023 – Doctor Retention & Recruitment Meeting, virtual (Lorne, Dan in-person & Dominique virtual)

- Lorne Halisky acclaimed as chairperson and Amy Cherniwchan acclaimed as vice-chairperson.
- Provided a letter of support of the application for grant funding for the Northern Regional Economic Development Program with a specific focus on the funding stream of support for labour force attraction and retention.
- Financial Overview was discussed with \$17,249.63 in Operation Budget and \$109,114.79 in Surplus.
- 2023 Budget was discussed, and a motion was made to move the \$17,249.63 from the Operation Budget to Surplus for Doctor Recruitment Initiatives and approve the 2023 Budget of \$24,000.00.
- RHPAP, Anita Fagnan gave an update on the student education with local school’s program, RHAPSODY Award process, bursaries/subsidies for medical students, Rural Community

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Development and Engagement Team which assist to attract, attain, and integrate health-care professionals in rural Alberta.

January 31, 2023 – Regional Community Development Committee (RCDC) in Chambers/virtual, (Lorne, Jered in-person)

- Accepted with regret the resignation of Michelle Wright as the CEDO.
- Reviewed the strategic priorities chart and proposed interim workplan.

February 1, 2023 – NSWA North Saskatchewan Water Alliance Webinar, virtual (Lorne)

- Discussion on Fresh Water Health Index and Collaborative Governance by a team of hydrologists, ecologists and freshwater biologists developing tools and technical support on water resources management.

February 2, 2023 – Hwy 28/63 Regional Water Services Commission, in Chambers/virtual (Lorne & Dan in-person)

- Received update reports from the Commission Manager, Finance Manager, and Engineer.
- Held an in-camera session to discuss a legal issue in respect to Whitefish Lake First Nation #128 off-reserve reservoir project.

February 2, 2023 – Town & County Intermunicipal Development Plan (IDP) Committee in Chambers/virtual (Lorne, Jered & Dominique in-person)

- Lorne Halisky acclaimed as chairperson and Amy Cherniwchan acclaimed as vice-chairperson.
- Recommended scheduling a Joint Public Hearing for the County and Town IDP Bylaws after the Town has given first reading to their bylaw, and then consider completing all three readings.

For more information, please visit the Smoky Lake County Website under Council Meeting Minutes and Agendas. www.smokylakecounty.ab.ca

Yours Truly,
Lorne Halisky, Smoky Lake County Reeve, and Councillor Division 4

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

Jered Serben – Division Five Councillor written report from various Committees, Boards and Commissions:

Councillor's Report

Division five, Jered Serben

January 25th – February 2023

Smoky Lake Foundation, January 31st

Jered and Dominique

- Formalities: Agenda, past meeting minutes approved
- Manager's reports and discussion regarding reports
- MOTION: Cere; To address residents at the next Bar V Nook resident meeting and ask for ideas for topics for guest speaker. (This motion stems from previous discussions about resident respect issues)
- AHS is currently working on standardizing HCA (health-care aides) procedure/practices
- MOTION: Prockiw-Zarusky; Directing the CAO Leslie to provide an in writing update regarding the agreement with Eagle Hill Foundation is nullified
- Lock boxes with keys for EMS are being installed by February 1st
- CPR staff training will be completed for Smoky Lake by mid-February and by the end of February for Vilna. *Note: Previous motion was that CPR training for at least on staff member per shift be completed by January 31st
- Warren reported that Doctor recruitment/retention committee is considering expanding to include other healthcare providers
- Cere reported that she attended Friends of Bar V Nook meeting. They're seeking volunteers, AGM to be held in February
- ASCHA convention is in Edmonton, April 3-5. Who can attend, attend
- Serben and Warren have been appointed to consult with legal regarding building an employment contract for the CAO Leslie. Currently the CAO has a letter of employment. Contracts vs letter's of employment will be required for new managing staff moving forward
- MOTION: Cere; That the Chair and Vice Chair consult legal advice regarding a CAO employment contract and present at the next regular board meeting

- MOTION: Serben; That the CAO be directed to use an employee contract for administrative and management new hires moving forward, and to consult with legal as required
- MOTION: Warren; That the BOD ratify the actions of the negotiating committee and the agreement reached with CUPE Local 461 to revise the Collective Agreement beginning January 1st, 2022 and ending December 31st, 2024
- Adjourned 11:57 am

Pumpkin Patch Daycare, February 6th

- Continue to streamline to online services; payroll, CRA, etc.
- Ongoing staffing issues. Need level 2 and 3 to mitigate 25 family waiting list
- Building plan/package to recruit and retain staff. Build a career environment
- August first HAK school demolition
- Closing 2 weeks, one week in July and one in August to pack and unpack into new school

Meetings and Committees

- Jan. 25th Smoky Lake Region Fire and Rescue
- Jan. 26th County Regular Council meeting
- Jan. 27th RMA District five (Zoom)
- Jan. 31st Smoky Lake Foundation
- Jan. 31st RCDC (Zoom, in person)
- Feb. 2nd IDP Town and County
- Feb. 6th Pumpkin Patch Daycare
- Feb. 7th County Policy
- Feb. 8th Doctor meet and greet, SL complex
- Feb 9. Council Workshop

Supplemental Information from Various Committees, Boards and Commissions

Pumpkin Patch Daycare

388-23: Serben That Smoky Lake County promote the Pumpkin Patch Daycare employment opportunities on the County's social media, offering part-time and full-time positions for Levels 1, 2, and 3 Childcare Workers, at the Pumpkin Patch Daycare in Smoky Lake.

Carried.

Dawn Phillips, Chief Administrative Officer, Town of Smoky Lake, virtually joined the meeting, time 12:58 p.m.

Councillors Reports on Various Committees, Boards and Commissions

389-23: Fenerty That Smoky Lake County's Reeve Report received for the period of January 16, 2023, to February 6, 2023, be posted to the County's website and the Councillors reports on various committees, boards and commissions, be accepted as presented.

Carried.

6. Correspondence:

Ruthenia School Municipal Historic Resource Conservation Funding - Letter of Support

390-23: Serben That Smoky Lake County approve action taken in providing a letter of support to Carina Naranjilla, Grant Program Coordinator, Government of Alberta, Heritage Division, dated January 30, 2023, for grant funding towards the Smoky Lake Region Heritage Board's Ruthenia School Municipal Historic Resource conservation project.

Carried.

One Member of the Public, virtually joined the meeting, time 1:00 p.m.

Victoria Trail Agricultural Society

391-23: Serben That Smoky Lake County provide a letter of support as requested in an email from Don Macyk, dated February 6, 2023, for their application for funding towards the Victoria Trail Agricultural Society, project: Phase 3 of Repurposing of the Arena, to complete long term sustainability of the facility by replacing the outer surface of the building, removing the skylights and weather sealing the building.

Carried.

Whitefish Lake First Nation #128

392-23: Gawalko That Smoky Lake County Council approve action taken in extending a letter invitation to dialogue to Chief Stan Houle, Whitefish Lake First Nation #128, dated January 10, 2023; and approve action taken in Council attending the resulting meeting held at Whitefish Lake First Nation #128, on February 13, 2023.

Carried.

ALGC - Closure of Camrose Casino

393-23: Serben That Smoky Lake County provide a letter of concern in response to the cc'd letter received to Wyatt Skovron, Manager of Policy and Advocacy, Rural Municipalities of Alberta (RMA), dated February 3, 2023, to provide input on the impacts of the possible closure of Camrose Casino, and Cc the responsible Minister(s), MLA and Smoky Lake Region Chamber of Commerce, as Casinos provide many local volunteers groups and non-profit organizations with funding.

Carried.

Federation of Alberta Gas Co-ops Ltd – Zone 3 & 4 Meeting

394-23: Gawalko

That Smoky Lake County Council & relevant Staff who can attend – attend the Federation of Alberta Gas Co-ops Ltd. 2023 Spring Zone 3 & 4 Meeting, scheduled for March 23, 2023, at 10:00 a.m. at Two Hills Centennial Hall, Two Hills.

Carried.

7. Delegation:

Smoky Lake Youth Council

Present before Council in Chambers from 1:07 p.m. to 1:22 p.m. was Rachele Amyotte, Town of Smoky Lake’s Family & Community Support Services (FCSS) Program Coordinator, to provide a presentation in respect to the Smoky Lake Youth Council, including but not limited to the following information:

By the youth,
for the youth.

YOUTH BE HEARD

- ✓ Bringing the voice of the youth together
- ✓ Improving services and programs that directly affect young people
- ✓ Promote initiatives to support the well-being and engagement of youth in our community

Advisory Body Composition

Members	Positions	Meetings
<ul style="list-style-type: none"> Age 12-19 years (Grade 7-12) Open to ALL youth who live in Smoky Lake Town and/or Smoky Lake County Min. of 3, with a max. of 20 members 	<ul style="list-style-type: none"> 4 executive members Elector's held to form the executive team Decision making made by majority vote 	<ul style="list-style-type: none"> 1st Tuesday of every month (1.5 hrs) Meetings held min. 10x/year Incremental meetings as needed

Partnership Opportunities

Initiatives
Community Showcase
Pumpkin Festival Kids Zone
Truth & Reconciliation Day
2022 Team Building Wrap-Up Event

Training
Virtual Mental Health Summit (HEADSTRONG)
Leadership Training (EmpoweredME)

- 1**
Youth Development
- 2**
Budget Contribution
- 3**
Council Exposure & Participation
- 4**
Administrative Support
- 5**
...and future growth!

BOLD GOAL!

YOUTH CENTRE

Provide a welcoming space for learning, growing, building relationships, having fun and accessing supports to foster fulfillment.

DREAM BIG

One Member of the Public, virtually left the meeting, time 1:15 p.m.

One Member of the Public, virtually joined the meeting, time 1:19 p.m.

Smoky Lake Youth Council

395-23: Fenerty

That Smoky Lake County accept the presentation provided by the February 15, 2023, Delegation: Rachelle Amyotte, Town of Smoky Lake's Family & Community Support Services (FCSS) Program Coordinator, in respect to the Smoky Lake Youth Council, as information.

Carried.

Addition to the Agenda:

YMTD "You Make the Difference" Campaign

396-23: Serben

That Smoky Lake County Council who can attend – attend the 2023 "You Make the Difference" (YMTD) Rural Community Action Campaign Tour event powered by Ian Hill (The Changing Point), to learn about a creative approach to engage, inspire, and equip the people who make a difference in our communities, being held at the Smoky Lake curling rink on February 22, 2023, from 11:00 a.m. to 1:00 p.m., sponsored by Smoky Lake FCSS & Community Futures.

Carried.

8. Executive Session:

No Executive Session.

9. Information Release:

Monthly Release of Information

397-23: Gawalko

That the following correspondence released to Smoky Lake County Council in accordance with Policy Statement No. 01-28-02: Council - Request for Information, during the months of January & February 2023, be filed for information:

- R07-23: Aspen View Board Highlights –January 19, 2023.
- R08-23: RMA: Contact Newsletter: January 20, 2023.
- R09-23: Evergreen Agenda Package – December 15, 2022.
- R10-23: North Saskatchewan Watershed Alliance - Wetland Education Sponsorship/Training Opportunity from March 13th to April 9th.
- R11-23: Vilna COPs Meeting Minutes- November 16, 2022.
- R12-23: RMA: Contact Newsletter: January 27, 2023.
- R13-23: NSWA Newsletter – January 2023.
- R14-23: LICA – Winter Bird Monitoring.
- R15-23: RMA President Update – January 2023.
- R16-23: RMA: Contact Newsletter: February 3, 2023.
- R17-23: Chamber of Commerce Membership Certificate.
- R18-23: Waskatenau Pryveet Club Minutes: January 25, 2023.
- R19-23: Waskatenau Pryveet Club Agenda: February 22, 2023.
- R20-23: Letter of Support from Town of Smoky Lake, dated February 6, 2023: Appeal of Denied Application to Relocate Camrose Casino to South Edmonton.

Carried.

10. Bills & Accounts:

398-23: Gawalko

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, as follows, be filed for information:

County Council Meeting: February 15, 2023

Batch #	Cheque Numbers	Total of Batch
PMCHQ095	52936 to 52966	\$303,052.11
PMCHQ096	52967 to 52968	\$33,929.20
PMCHQ097	52969 to 53000	\$1,085,281.36
Total Cheques from 52936 to 53000		\$1,422,262.67

Batch #	EFT Numbers	Total of Batch
230123	583 to 603	\$85,963.75
230201	604 to 613	\$71,789.13
Total EFTs from 583 to 613		\$157,752.88

Direct Debit Register

Batch #	Description	Total of Batch
PMPAY034	My HAS	\$348.06
PMPAY035	My HAS	\$653.14
PMPAY036	My HAS	\$837.73
Total Direct Debits from 034 to 036		\$1,838.93

Grand Total Bills and Accounts <i>(Note: From General Account)</i>	\$1,581,854.48
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Carried.

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

Schedule Policy Committee Meeting

399-23: Cere

That the next Smoky Lake **County Policy Committee Meeting**, be scheduled for **Wednesday, March 29, 2023 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.

Schedule Public Hearing for Bylaw No. 1429-23: Road Closure

400-23: Serben

That the next Smoky Lake **County Public Hearing**, for Bylaw No. 1429-23: Road Closure, be scheduled for **Thursday, March 16, 2023, at 9:15 a.m.**, to be held (in conjunction with the Regular Council Meeting) virtually, through Electronic Communication Technology as per Bylaw 1376-20 **and/or** physically in County Council Chambers.

Carried.

Schedule Public Hearing for Bylaw No. 1425-23: IDP with Village of Vilna

401-23: Cere

That the next Smoky Lake **County Public Hearing**, for Bylaw No. 1425-23: Intermunicipal Development Plan (IDP) with Village of Vilna, be scheduled for **Thursday, March 16, 2023, at 1:15 p.m.**, to be held (in conjunction with the Regular Council Meeting) virtually, through Electronic Communication Technology as per Bylaw 1376-20 **and/or** physically in County Council Chambers.

Carried.

**Schedule County Council Regular Meeting &
Public Hearing for Bylaw No. 1426-23: IDP with Town of Smoky Lake**

402-23: Serben

That the next Smoky Lake County Council Regular Meetings, be confirmed for **Thursday, March 16, 2023, at 9:00 a.m.**, and scheduled for **Thursday, April 13, 2023, 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; **AND** that a Smoky Lake County Public Hearing, for Bylaw No. 1426-23: IDP with Town of Smoky Lake, be scheduled for **April 13, 2023, at, at 9:15 a.m.**, to be held (in conjunction with the Regular Council Meeting).

Carried.

ADJOURNMENT:

403-23: Gawalko

That the Smoky Lake County Council Meeting of February 15, 2023, be adjourned, time 1:32 p.m.

Carried.

REEVE

S E A L

CHIEF ADMINISTRATIVE OFFICER