

SMOKY LAKE COUNTY

Minutes of the **County Council Meeting** held on Thursday, **October 12, 2023**, at 9:06 A.M. held both virtually online 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>Thursday, Oct. 12, 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
Interim CAO	Lydia Cielin	Present in Chambers
Finance Manager	Brenda Adamson	Present in Chambers
Executive Svcs/R.S.	Patti Priest	Present in Chambers

Observers in Attendance Upon Call to Order:

Planning Technician	Kyle Schole	Virtually Present
Comm. Officer	Evonne Zukiwski	Virtually Present
Ag. Fieldman	Carliegh Danyluk	Virtually Present
GIS	Carole Dowhaniuk	Virtually Present
Public	2 Members	Virtually Present
Media	No Members	N/A

2. Agenda:

934-23: Serben

That the Smoky Lake County Council Meeting Agenda for Thursday, October 12, 2023, be adopted, as amended:

Deletions:

Delegation: Juanita Marios, CEO, Métis Crossing.

Additions:

1. Rural Municipalities of Alberta (RMA) Rural Economic Development Microgrant Program.
2. Executive Session - Legal Issue: County Owned Land Sales, under the authority of the FOIP Act Section 27: Privileged Information.
3. Agricultural Service Board Snowmobile Budget.
4. Council Meeting Action Lists - Discussion.

Carried Unanimously.

3. Minutes:

Minutes of September 18, 2023 – Special County Council Meeting

935-23: Gawalko

That the minutes of the **Smoky Lake County Special Council Meeting** held on Monday, September 18, 2023, be adopted as presented.

Carried.

Minutes of September 26, 2023 – CAO Recruitment County Council Meeting

936-23: Cere

That the minutes of the **Smoky Lake County Chief Administrative Officer Recruitment Council Meeting** held on Tuesday, September 26, 2023, be adopted as presented.

Carried.

Business Arising from the Minutes: Policy Statement No. 01-04-02: Proclamations

937-23: Fenerty

That Smoky Lake County Policy Statement No. 01-04-02: Proclamations, be amended to include National Library Month, as follows:

Title: Proclamations	Policy No: 04-02
Section: 01	Code: P-R
Page No.: 1 of 5	
Legislative Reference: Alberta Provincial Statutes	
Purpose:	To establish a consistent process and outline criteria for annual proclamations and other proclamations upon request.
Policy Statement and Guidelines:	
<p>1. STATEMENT</p> <p>1.1 Smoky Lake County Council receives numerous requests for proclamations annually from various groups and organizations and will consider issuing annual, one-time, or intermittent proclamations using criteria outlined within this policy to ensure they are issued and advertised in a consistent and transparent manner.</p> <p>2. DEFINITIONS:</p> <p>2.1 Community: refers to the County, residents, businesses, schools, and all other institutions and agencies that make up Smoky Lake County.</p> <p>2.2 Council: means the Reeve and Councillors duly elected in Smoky Lake County.</p> <p>2.3 Proclamation: is a ceremonial document that formally recognizes an initiative or observance of a specific time period for the purpose of raising awareness or interest and/or benefit to the Community.</p> <p>2.4 Reeve: is the Chief Elected Official for Smoky Lake County.</p> <p>2.5 Annual Proclamation: means an annual Proclamation approved through this policy as set out in Schedule 'A': Annual Proclamations.</p> <p>3. OBJECTIVE:</p> <p>3.1 Create a streamlined process to promote proclamations in a manner that is consistent with Smoky Lake County branding and to establish Annual Proclamations.</p> <p>4. GUIDELINES:</p> <p>4.1 Proclamations are issued to charitable and non-profit organizations for a variety of reasons, such as increasing public awareness of a particular cause, promoting the health and well-being of the community, or promoting County initiatives of significance to County residents.</p> <p>4.2 Council shall review any new request for Proclamation based on the criteria outlined under this policy and has discretion to issue or refuse a Proclamation Request.</p>	

Title: Proclamations	Policy No: 04-02
Section: 01	Code: P-R
Page No.: 2 of 5	
Policy Statement and Guidelines:	
<p>5. PROCEDURE:</p> <p>5.1 The requesting organization must provide background and the wording of the Proclamation;</p> <p>5.1.1 If the Proclamation wording is not provided, the Proclamation request will not be considered.</p> <p>5.1.2 Smoky Lake County reserves the right to edit and revise the wording of the Proclamation at its discretion, while maintaining the original messaging behind the proclamation.</p> <p>5.2 Smoky Lake County will provide the template as per Schedule 'B': Proclamation Template, on which the Proclamation wording will be inserted.</p> <p>5.3 Council may approve (or deny) any Proclamation by resolution of Council.</p> <p>5.4 The organization requesting the Proclamation is responsible for:</p> <p>5.4.1 Making arrangements with media to advertise the Proclamation and/ or event</p> <p>5.4.2 Organizing related activities and associated costs</p> <p>5.5 Approved Proclamations will be posted on the Smoky Lake County website on the "Proclamations" webpage, shared on social media and included in the Council Highlights in the Grapevine.</p> <p>5.6 Annual Proclamations as per Schedule 'A': Annual Proclamations, are automatically Proclaimed yearly.</p> <p>5.7 This policy shall be reviewed by administration and brought to Council, at minimum, annually prior to the start of the new year to confirm or revise the list Annual Proclamations.</p> <p>5.8 County Council reserves the right to remove any Standing Proclamations that no longer meet the criteria.</p> <p>6. CRITERIA:</p> <p>6.1 Proclamations shall meet at least one of the following criteria:</p> <p>6.1.1 the proclamation statement is for a charitable and/or not-for-profit organization, located within, or having a presence within, Smoky Lake County;</p> <p>6.1.2 the proclamation statement is relating to a local significant event recognizing a special honour for an organization;</p> <p>6.1.3 the proclamation statement is of national significance with a local Community connection;</p> <p>6.1.4 the proclamation statement is one of benefit and/or interest to the majority of the citizens of Smoky Lake County;</p>	

Title: Proclamations	Policy No: 04-02
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Policy Statement and Guidelines:

6.1.5 the proclamation statement is an initiative of Smoky Lake County.

6.2 Proclamations may be denied if:

6.2.1 the interest to the Community is not clearly demonstrated; or

6.2.2 the request is political, personal conviction or religious in nature; or

6.2.3 the request involves any person or organization that promotes discrimination, hatred, violence or racism of any kind, or otherwise involved any illegal activity; or

6.2.4 the request is inflammatory, obscene or defamatory statements; or

6.2.5 the request is contrary to the County's bylaws or policies.

Section 01

SCHEDULE "A"
Annual Proclamations

Policy: 04-02


The following Proclamations are made annually:

- Canada Agriculture Day (February)
- Pink Shirt Day/Anti-Bullying (February)
- National Heritage Week (February)
- Canadian Agricultural Safety Week (March)
- National Volunteer Week (April)
- National Day of Mourning (April 28)
- Tourism Week (April)
- Red Dress Day (May 5)
- Moose Hide Campaign Day (May 11)
- International Professional Municipal Clerks Week (May)
- Safety and Health Week (May)
- Mental Health Week (May)
- National Police Week and Victims and Survivors of Crime Week (May)
- Economic Development Week (May)
- Public Works Week (May)
- Emergency Preparedness Week (May)
- National Accessibility Week (May/June)
- Alberta Rural Health Week (May/June)
- Seniors Week (June)
- World Elder Abuse Awareness Day (June 15)
- Canadian Rivers Day (June)
- Lemonade Day (June)
- Indigenous Peoples Day (June 21)
- National Drowning Prevention Week (July)
- Treaty 6 Day (August 23)
- Ukrainian Canadian Heritage Day (September 7)
- World Suicide Prevention Day (September 10)
- Alberta Development Officers Week (September)
- Métis Crossing Day (September 25)
- National Day of Truth & Reconciliation (September 30)
- Small Business Week (October)
- Fire Prevention Week (October)
- Métis Week (Week of November 16)
- Family Violence Prevention Month (November)
- National Library Month (October)

Section 01

SCHEDULE "B"
Proclamation Template

Policy: 04-02



PROCLAMATION
(Event Proclaimed)
Date

WHEREAS: Information

WHEREAS: Information

THEREFORE:

Smoky Lake County Reeve

Carried.

Minutes of September 28, 2023 – Regular County Council Meeting

938-23: Fenerty

That the minutes of the **Smoky Lake County Regular Council Meeting** held on Thursday, September 28, 2023, be adopted as presented.

Carried.

4. Delegations:

Nil.

5. Public Hearing:

Nil.

6. Municipal Planning Commission:

Nil.

7. Request for Decision:

Bylaw No. 1452-23: Chief Administrative Officer Bylaw

939-23: Serben

That Smoky Lake County **Bylaw No. 1452-23: Chief Administrative Officer Bylaw**, for the purpose of establishing and defining the power, duties, and functions of the Chief Administrative Officer, be given **FIRST READING** as amended to reflect an extended timeframe for review from a period of five years to seven years.

Carried.

Moved by Councillor Fenerty that Smoky Lake County **Bylaw No. 1452-23: Chief Administrative Officer Bylaw**, for the purpose of establishing and defining the power, duties, and functions of the Chief Administrative Officer, be given **SECOND READING**.

Carried.

Moved By Councillor Cere that Smoky Lake County Council give **unanimous consent for permission for Third Reading** to **Bylaw No. 1452-23: Chief Administrative Officer Bylaw**, for the purpose of establishing and defining the power, duties, and functions of the Chief Administrative Officer.

Carried Unanimously.

Moved by Councillor Gawalko that Smoky Lake County **Bylaw No. 1452-23: Chief Administrative Officer Bylaw**, for the purpose of establishing and defining the power, duties, and functions of the Chief Administrative Officer, be given **THIRD & FINAL READING**, and that the Reeve and the Chief Administrative Officer are hereby authorized to fix their signatures to all necessary documents and that the corporate seal also be fastened where it is deemed to be necessary.

Carried.

Agricultural Service Board Firearm Authorization Form

940-23: Serben

That Smoky Lake County Council approve the execution of the Schedule “A” Firearms Authorization, in accordance with Policy Statement No. 62-18-01, for the purpose of authorizing Christopher Minailo, Public Works Manager, to carry a firearm to be used for the purpose of problem wildlife (beavers), until the expiration of Mr. Minailo’s firearm license, on August 23, 2024.

Carried.

Addition to the Agenda:

Rural Municipalities of Alberta (RMA) Rural Economic Development Microgrant Program

941-23: Cere

That Smoky Lake County Council approve action taken by administration in executing the conditional grant agreement on October 3, 2023, in respect to the successful application to the Rural Municipalities of Alberta (RMA) Rural Economic Development Microgrant Program, for funding in the amount of \$10,000.00, under the “Innovation in Rural Investment Attraction” stream, towards a project titled: “Smoky Lake Region Investment Attraction Strategy”; and approve action taken in advertising a Request for Proposal of the said Project with a submission deadline of October 13, 2023.

Carried.

Agricultural Service Board Snowmobile Budget

942-23: Gawalko

That Smoky Lake County Council approve the unbudgeted expense in the amount of \$1,500.00 to increase the Year-2023 approved budgeted allocation in the amount of \$8,000.00, to purchase a snowmobile for the purpose of winter trapping for the Agriculture Department.

Carried.

Action Lists from Council Meetings

Discussion: Council held discussion with the interim Chief Administrative Officer, in respect to reintroducing the distribution of Council Meeting Motion Action Lists to Council for information.

14. Executive Session:

Land, Legal, and Labour Issues

943-23: Cere

That Smoky Lake County Council go into Executive Session to discuss the following, in the presence of all Council, Interim Chief Administrative Officer, Finance Manager, Planning Technician, and Executive Services Clerk:

Legal Issue: County owned land sales, under the authority of the FOIP Act Section 27: Privileged Information, time 9:21 a.m.;

Land Issue: property tax exemption request through Community Organization Property Tax Exemption Regulation (COPTER), under the authority of the FOIP Act, Section 16: Third Party Business Interests, time 9:29 a.m.;

Break, time 9:42 a.m.;

Dave Franchuk, Environment & Parks Manager, joined Council Chambers in Executive Session, time 9:58 a.m.;

Kyle Schole, Planning Technician, virtually left Executive Session, time 9:59 a.m.;

Labour and Legal Issue: Certified Water & Wastewater Operator Supervision, under the authority of the FOIP Act, Section 21: Intergovernmental Relations, and Section 16: Third Party Business Interests, time 9:59 a.m.;

Dave Franchuk, Environment & Parks Manager, left Council Chambers Executive Session, time 10:12 a.m.;

Lydia Cielin, Interim Chief Administrative Officer, left Council Chambers Executive Session, time 10:12 a.m.;

Personnel Issue: compensation to long service employee, under the authority of the FOIP Act Section 17: Third Party Personal Privacy & Section 27: Privileged Information, time 10:12 a.m.;

Break, time 10:52 a.m.;

Continuation of Personnel Issue: compensation to long service employee, under the authority of the FOIP Act Section 17: Third Party Personal Privacy & Section 27: Privileged Information, time 10:58 a.m..

Carried.

944-23: Cere

That Smoky Lake County Council go out of Executive Session, time 11:05 a.m.

Carried.

Addition to the Agenda:

County-Owned Lands Public Land Sale Tender

945-23: Gawalko

That Smoky Lake County Council rescind Motion # 900-23; and Smoky Lake County Council advertise through CLHbid.com, a Public Land Sale Tender, with a closing date and time of Thursday, February 15, 2024, at 4:00:00 p.m. Mountain Time, to offer for sale the lands with reserve bids as follows:

NE 23-60-13-W4M (136.30 ACRES) – Reserve Bid = \$126,000.00

SW 34-61-13-W4M (127.60 ACRES) – Reserve Bid = \$91,000.00

NE 32-59-14-W4M (160.0 ACRES) – Reserve Bid = \$126,000.00

in accordance with the advice received by email from CLHbid, dated October 10, 2023.

Carried.

7. Request for Decision:

Loyalty Bonus for 27-Years of Service – Larry Kokotilo

946-23: Serben

That Smoky Lake County Council approve to provide a loyalty bonus, in the amount of \$10,800.00, to Larry Kokotilo, for over 27 years of consecutive service to Smoky Lake County, in the position of Welder.

Carried.

Request under Community Organization Property Tax Exemption Regulation (COPTER)

947-23: Serben

That Smoky Lake County request the following documentation from the Métis Crossing Experience, prior to November 30, 2023, in respect to Metis Crossing Limited's application under Alberta's Community Organization Property Tax Exemption Regulation (COPTER) seeking tax exemption status of tax roll 17581251, legally described as River Lot 12-58-17-W4:

- proof of signed lease agreement between Métis Crossing Experience and Metis Crossing Limited,
- proof of active encouragement for the general public to use the said property,
- proof of a prominently posted sign indicating the hours when the facility is accessible to the public,
- proof of financial profit and loss statements, and
- proof of educational programing.

Carried.

Municipal Certified Water and Wastewater Operator Supervision Services

948-23: Fenerty

That Smoky Lake County Council approve to executive an agreement with the Town of Smoky Lake for the County to provide Certified Water and Wastewater Operator Supervision Services, to temporarily fulfill the Town's vacancy from October 15, 2023, to October 15, 2024, and fulfill the legal duties regulated under the Alberta Environment & Sustainable Resource Development's Environmental Protection and Enhancement Act (EPEA), and Provincial Potable Water Regulation.

Carried.

Private Certified Water and Wastewater Operator Supervision Services

949-23: Fenerty

That Smoky Lake County decline the request to provide Certified Water and Wastewater Operator Supervision Services, to Metis Crossing, as per the email received from Jonah L Gillam RSE, Facility Manager, Metis Crossing, dated October 12, 2023, due to the waterworks system being non-municipal and the high risk of liability should there be a failure to fulfill the legal duties regulated under the Alberta Environment & Sustainable Resource Development's Environmental Protection and Enhancement Act (EPEA), and the Provincial Potable Water Regulation which imposes a legal duty upon all persons responsible for a waterworks system to ensure that the drinking water supplied by the system is safe to drink, failure to fulfill these duties may result in financial penalties to the municipality and its Councillors.

Carried.

8. Interim Chief Administrative Officer's Report:

Nil.

9. Council Committee Reports:

Nil.

10. Correspondence:

North Saskatchewan Watershed Alliance (NSWA) Municipal Contribution Rate for 2024

950-23: Gawalko

That Smoky Lake County Council approve to pay the revised North Saskatchewan Watershed Alliance (NSWA) Year-2024 Municipal Contribution Rate Invoice #2024-026, in the amount of \$1,510.20, further to the deferred September 28, 2023, Council Agenda item in respect to the North Saskatchewan Watershed Alliance (NSWA), correspondence, dated September 5, 2023, and Invoice #2024.026, dated September 5, 2023, for a Year-2024 per capita municipal contribution in the inaccurate amount of \$2,457.60.

Carried.

Alberta Police Funding Model Resource Allocation – Additional Corporal for Smoky Lake

951-23: Fenerty

That Smoky Lake County acknowledge receipt of the letter received from C.M. (Curtis) Zablocki, Alberta RCMP, dated September 25, 2023, announcing the Alberta Police Funding Model Resource Allocation has enabled the deployment of additional resources in the Smoky Lake RCMP Detachment of an additional regular member position at a Corporal rank.

Carried.

Reynolds, Mirth, Richards and Farmer (RMRF) 39th Annual Law Seminar

952-23: Fenerty

That Smoky Lake County Council and relevant Administration who can attend – attend Reynolds, Mirth, Richards and Farmer (RMRF) 39th Annual Law Seminar, scheduled for February 9, 2024, at the Delta Hotel by Marriott Edmonton South Conference Centre, Edmonton, subject to the ability to virtually attend as a group from Council Chambers.

Carried.

Métis Crossing - Letter of Support Request for TELUS Indigenous Communities Fund

953-23: Cere

That Smoky Lake County Council approved action taken by Administration, in response to the email request from Sabina Brouwer, Executive Assistant, Métis Crossing, dated October 5, 2023, in providing a letter of support under the Reeve’s signature, to Métis Crossing for their application to the TELUS Indigenous Communities Fund, for Métis Crossing’s proposed project: Spirit of Nature, aimed to create mentorship opportunities between established, emerging and beginner Métis Artists to connect to the Métis Community as well as their own professional development through retreats facilitated at Métis Crossing.

Carried.

11. Information Releases:

Information Releases September 1, 2023, to October 5, 2023

954-23: Gawalko

That Smoky Lake County’s Information Releases for the period of September 1, 2023, to October 5, 2023, as follows, be filed for information:

Information Release	
Date Released	Number/Information Released
September 1, 2023	R158-23: Lab Integration – AHS and Dynalife
September 1, 2023	R159-23: UCC-ACP Newsletter Sept 1 2023
September 1, 2023	R160-23: RMA Contact Newsletter Sept 1 2023
September 7, 2023	R161-23: Vilna and District Municipal Library Newsletter – September 2023
September 7, 2023	R162-23: FCM News Release September 5 2023
September 7, 2023	R163-23: Age Friendly E News September 6 2023
September 7, 2023	R164-23: Thank You – Bellis 4-H Beef Club
September 8, 2023	R165-23: Town of Smoky Lake Newsletter September 2023
September 8, 2023	R166-23: FCSS Advisory Board Members Recruitment
September 8, 2023	R167-23: UCC-ACP News Letter Sept 7 2023
September 14, 2023	R168-23: Gas Alberta Inc. – Advance Information Circular
September 14, 2023	R169-23: Age Friendly E News September 12 2023
September 14, 2023	R170-23: FCM News Release September 11, 2023
September 14, 2023	R171-23: RMA District Update September 2023
September 14, 2023	R172-23: RMA Contact Newsletter Sept 8, 2023
September 15, 2023	R173-23: Training Report - Finance
September 21, 2023	R174-23: RMA Contact Newsletter Sept 15, 2023
September 21, 2023	R175-23: FCMS News Release Sept 18, 2023
September 22, 2023	R176-23: UCC-ACP News Letter Sept 21, 2023
September 22, 2023	R177-23: UCC-ACP News Letter Sept 22, 2023
September 22, 2023	R178-23: RMA Contact Newsletter September 22, 2023
September 28, 2023	R179-23: Aspen View Board Highlights September 14, 2023
September 28, 2023	R180-23: FCM News Release Sept 23 2023
September 29, 2023	R181-23: NSWA September 2023 Newsletter
October 5, 2023	R182-23: Bellis/Vilna COPS Meeting
October 5, 2023	R183-23: RMA Contact Newsletter Sept 29, 2023
October 5, 2023	R184-23: FCM News Release Oct 2, 2023
October 5, 2023	R185-23: Waskateanu Pryveet Dance Minutes September 2023
October 5, 2023	R186-23: UCC-ACP News Letter Oct 5, 2023
October 5, 2023	R187-23: Town of Smoky Lake Newsletter October 2023
October 5, 2023	R188-23: NSWA Photo Contest

Carried.

12. Financial Reports:

Budget to Actual Report & Financial Statements

As annexed to the minutes:

↳ Financial Statement for the months of: Nil.

Year-2023 Property Tax Sale

955-23: Cere

That Smoky Lake County's Year-2023 Property Tax Sale, **be re-scheduled** from December 1, 2023, at 10:00 a.m. **to December 12, 2023, at 10:00 a.m.**, for following properties with a Tax Notification issued on their Land Title:

<u>Roll #</u>	<u>Acres</u>	<u>LINC #</u>	<u>Legal Description</u>
12591540	153.38	0020900742	NE 15-59-12-4
13613240	158.00	0023571153	NE 32-61-13-4
14590910	161.00	0023555179	SE 9-59-14-4
16601910	160.00	0010150563	SE 19-60-16-4
17593320	160.51	0023477391	SW 33-59-17-4,
22010105	Spedden	0010199347	Lot 5 & 6 Blk 1 Plan 1955CL
28170112	Edwand	0019965343	Lot 12 & 13 Blk 1 Plan 2206CL
30190101	Wayetenau	0013499082	Lot 1 Blk 1 Plan 7822612
40300413	Warspite	0010266906	Lot 13 Blk 4 Plan 314HW.

Carried.

13. Next Meeting(s):

Scheduled County Council Meetings

The previously scheduled upcoming Smoky Lake County Council Meetings are as follows:

Thursday, October 26, 2023, at 9:00 a.m. (Organizational),
Thursday, October 26, 2023, at 9:00 a.m. (Regular),
Tuesday, October 31, 2023, at 9:00 a.m. (Budget),
Tuesday, November 21, 2023, at 9:00 a.m. (Budget),
Thursday, November 23, 2023, at 9:00 a.m. (Regular),
Tuesday, December 5, 2023, at 9:00 a.m. (Budget), and
Thursday, December 14, 2023, at 9:00 a.m., (Regular),

to be held virtually, through Electronic Communication Technology as per Bylaw 1376-20 **and/or** physically in County Council Chambers.

11:35 to 11:35 a.m.

Public Question and Answer Period:

None.

15. ADJOURNMENT:

956-23: Gawalko

That the Smoky Lake County Council Meeting of October 12, 2023, be adjourned, time 11:35 a.m.

Carried.

REEVE

S E A L

CHIEF ADMINISTRATIVE OFFICER