

SMOKY LAKE COUNTY

Minutes of the **County Council Meeting** held on Thursday, **January 11, 2024**, at 9:00 A.M. held both virtually online and physically in Council Chambers.

The meeting was called to order by the Reeve, Jered Serben, in the presence of the following persons:

ATTENDANCE		
<u>Div. No.</u>	<u>Councillor(s)</u>	<u>Thursday, Jan. 11, 2024</u>
1	Dan Gawalko	Present in Chambers
2	Linda Fenerty	Present in Chambers
3	Dominique Cere	Present in Chambers
4	Lorne Halisky	Virtually Present
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:

Comm. Officer	Evonne Zukiwski	Virtually Present
Plan. & Dev. Manager	Jordan Ruegg	Virtually Present
Comm. Peace Officer	Tate Murphy	Virtually Present
Fire Chief	Scott Franchuk	Virtually Present
Ag. Fieldman	Carleigh Danyluk	Virtually Present
Public	1 Member	Virtually Present
Media	No Members	N/A

2. Agenda:

225-24: Cere

That the Smoky Lake County Council Meeting Agenda for Thursday, January 11, 2024, be adopted, as amended:

Additions to the Agenda:

1. Smoky Lake Region Fire & Rescue Committee's January 9, 2024, Recommendations:
 - a. to provide advocacy direction to Rural Municipalities of Alberta (RMA) through the Resolution Process, and
 - b. explore and consider Municipal Property Tax Incentives relating to firefighters.
2. Allowable Expenses Discussion - brought forward by Linda Fenerty, Deputy Reeve.
3. Smoky Lake RCMP Detachment's Event: Community Crime Prevention Town Hall Meeting Scheduled for January 16, 2024.

Carried Unanimously.

3. Minutes:

Minutes of December 14, 2023 – Regular Council Meeting & Public Hearing

226-24: Fenerty

That the minutes of the **Smoky Lake County Regular Council Meeting** including the minutes of the **Public Hearing** for Bylaw No. 1453-23: a bylaw to amend the Land Use Bylaw No. 1272-14, for the purposes defining Supportive Living Facilities and creating provisions relating thereto, and to rezone Part of River Lot 15 (Victoria Settlement) from Victoria Commercial (C2) District to Direct Control (DC2) District, held on Thursday, December 14, 2023, be adopted as presented.

Carried.

4. Delegation:

GO EAST of Edmonton Regional Tourism

Present before Council in Chambers from 9:04 a.m. to 9:22 a.m. was Kevin D. Kisilevich, GO EAST of Edmonton Regional Tourism, to request a Municipal Tourism Partnership / Annual Membership for Year-2024 and provide a presentation, with the benefits to the Smoky Lake Region summarized in the following handout:



A Marketing Report for Smoky Lake Region...

Our Analysis of the past year 2023 we have totalled up total traffic views of Smoky Lake region of over 500,000++ through the work of Go East of Edmonton!

(Stats pulled from analytics and insights programs. Travel Guide+Website+Videos+Social media+Digital Marketing, plus Radio and other)

Annual Travel Guide in Print and Online Guide

62,000 copies of Printed Guide yields readership of over 200,000 people
25 pages promote Smoky lake region.
Online guide traffic = over 200,000 pageviews annually.
Specific Smoky Lake region Online guide pageviews = over 47,000 reads/views
Another very successful year of testimonials for the effectiveness of the Travel Guide.

Website promotion of Smoky Lake County region on www.goeastofedmonton.com
(Total traffic to Go East website is over 600,000 pageviews and 300,000 users annually)

Featured Region

<https://goeastofedmonton.com/itineraries-roadtrips/north-east/>

Featured Roadtrip

<https://goeastofedmonton.com/itineraries-roadtrips/hwy-28/>

Community (Webpages) Landing Page -

<https://goeastofedmonton.com/communities/smoky-lake-county/>

also Includes a **Google Map Guide of your Hwy Route**

Website sections promoting Smoky Lake Include:

- Travel Guide and Online Travel Guide
- Festivals & Events, Major Events
- Camping, golfing, outdoor adventures, fishing
- Winter Adventures, Dark Sky viewing
- Attractions
- Indigenous tourism experiences
- Itineraries, roadtrips, communities
- Drink, eat, shop, Business directory
- Place to Stay
- Roadtrip Adventure Game
- Trip Ideas, Stories and itineraries
- Videos

Events...

- Festivals & Events, Events Calendar, Major events- **Over 50 area Events promoted** plus farmers market promoted ongoing monthly. Your major events are always promoted through all of the Travel guide, Website and Social media year round. Lets keep in touch on anything coming up we can promote for you.

#1 Event on the Go East of Edmonton Website – Smoky Lake Pumpkin Fair- over 20,000 views of pages promoting the event!

There is over 100 pages of content of Webpages and specific Smoky lake Content.

- Sourced from over 75 different webpage and blog articles, and featured sections of the website.

Over 100,000 pageviews of direct and indirect traffic for Smoky Lake region in 2023 on the website. Go East Website is the highest traffic, most content for Tourism in the region.

5 Full length Videos promoting Smoky Lake County on the website:

Videos we created that promote Smoky Lake region

Eat, Shop and Stay Smoky Lake video 2023– over 16,000 views so far!
<https://www.facebook.com/GoEastofEdmonton/videos/1478029149684079>

Indigenous Tourism Experiences video 2023
<https://goeastofedmonton.com/things-to-do/indigenous-experiences/>

- Museums East of Edmonton video 2023
- Roadside Attractions East of Edmonton video 2023

Total reach of over 30,000 video views in 2023.

<https://goeastofedmonton.com/videos/>

- Hwy 28 and Northeast Roadtrip video – over 160,000 views to date.

Plus Over 10 Reels and Short Videos- to update and redo.

2023 Roadtrip Game short video Smoky Lake Reel promoted on FB and IG.
<https://www.facebook.com/GoEastofEdmonton/videos/1676588956194169>
Pumpkin Fair and drop reels. Plus these local businesses promoted...
Farmers market, Smoky Lake Inn, Pumpkin Park, Super 8, Great Bear Café, Old Fashioned Bread Bakery, Alpine Prairie Goods, Serben farms, Gofer Liquor, Metis Crossing.
Over 20,000 short video views on FB and IG, (on tik tok = 90,000+ views)

Global Tv Morning Show Live Interview over 100,000 Global Tv Audience
<https://globalnews.ca/video/9801711/new-travel-guide-features-locations-in-eastern-alberta/>

Recent Blog article campaigns

Every year we update, create and promote through Digital Marketing
The website blog search states 44 Articles and blogs promoting Smoky Lake County.
Master link:
<https://goeastofedmonton.com/category/northeast-of-edmonton/smoky-lake-county/>

These are just a few examples of Blog Articles...

<https://goeastofedmonton.com/roadtrips/your-guide-to-the-smoky-lake-pumpkin-fair-and-things-to-do-in-the-smoky-lake-region/>

<https://goeastofedmonton.com/outdoor-adventures/water-adventures/12-great-lakes-and-beaches-near-edmonton/>

<https://goeastofedmonton.com/shopping/get-into-the-christmas-spirit-east-of-edmonton/> (e-news)

<https://goeastofedmonton.com/2023-roadtrip-adventures/go-northeast-on-the-roadtrip-adventure-game-your-guide-to-sticker-stations-much-more-goroadtrips2023/>

<https://goeastofedmonton.com/indigenous-attraction/northeast-indigenous-experiences/>

<https://goeastofedmonton.com/attractions/metis-crossing/metis-crossing-tops-the-list-of-best-places-to-go-in-alberta/>

<https://goeastofedmonton.com/attractions/terrific-trails-east-of-edmonton/>

<https://goeastofedmonton.com/seasons/summer-adventures/super-summer-camping-and-glamping-adventures/>

E-News Monthly Campaigns promoted Smoky Lake area in 2023

Dec, Nov, Oct, Sept, Aug, July, Feb, Jan, (8 specific inclusions about Smoky lake area)
Total Subscribers 9500, with Avg open rate of 45%.
Data for these 8 E-News = over 34,000 views and over 1400 clicks on all content.

Smoky Lake area promoted through these Radio Stations in 2023

- **Country 99**, Lakeland Radio
 - **Country 106**, Vegreville and East Central Areas
 - **CFCW** and other **Stingray** Interview Talk promotions, June 2023.
 - **630 Ched** Radio – campground promotion, July 2023
- Minimum of over 30 talk shows promoting events and activities in Smoky Lake area.

Constant Social Media Support for Smoky Lake Region.

(Total followers for Go East social media is over 53,000 reaching 100K to over 500K monthly)

We searched our Insights for Smoky Lake Region and we completed **Over 125** Facebook and Instagram, Tik Tok, posts, reels, stories, shares or Ads since Dec 2022.
Over 150,000 reach for Tik Tok social post types in 2023!

Top posts on Facebook and Instagram:

FB post Oct 7, for Pumpkin Fair 158.5K reach

FB post Sept 23, for Pumpkin Fair 62.5K reach
There is a total of 26 posts that are over 5K in reach during 2023.

These 26 top posts have a reach of over 500,000 !

Over 600,000 total reach for Facebook/Instagram social post types in 2023!

Over 750,000 reach for all Smoky lake social post types in 2023!

Digital Marketing Benefits in 2023

- Full length Video and Reels development
- Blog Article Campaigns, (Top campaigns are Your Guide to the Smoky Lake Pumpkin Fair, and 12 Great Lakes and Beaches near Edmonton)
- Influencer campaigns in 2023- **Promoted and Included Smoky Lake**
- Family Fun Edm & Cgy promoted Roadtrips & Game
- <https://www.familyfuncanada.com/edmonton/go-east-of-edmonton-summer-and-fall/>
- <https://roadtripalberta.com/road-trips-east-of-edmonton/>
- <https://edmontonplaygrounds.net/go-east-of-edmonton-and-win/>
- Increased Social media posts and shares for Smoky Lake region
- Over 10 Boosted Meta Ads during 2023 promoted Smoky Lake region.
- Weekly attention to your upcoming events and activities
- Summer, Fall and Winter events and activities featured and promoted.

Destination Marketing benefited your community as a top destination with our campaigns of Billboards Edmonton, Radio, Global TV ads, Facebook and IG Ads, Google Ads, etc.

- A focus of ads on Camping, Golfing, Events, etc plus Roadtrips and Roadtrip Adventure Game.

- **(Value of Digital Marketing promoting your community is over \$5000 in 2023)**

Roadtrip Adventure Game Growth in 2023

Lucky 7 was the sticker station and had increased visitors in 2023. They stated lots of people came and some made in store purchases. **Many new visitors came through as well as comments that many would have never come to Smoky lake if not for the Go East game.**

Overall the Game saw a 40% increase around the region with some locations doubling their visitors and well **over \$150,000 in monies spent** around the Go east region.

It is recommended for all Communities to continue to participate for 2024 as it is growing and **guaranteed to bring new visitors to your region.**

Other Marketing and Operator Training in 2023

Feb 2023 Edmonton RV show side by side

March 2023 Go East Digital Marketing Conference- local businesses attended at a reduced rate.

October 2023, Smoky Lake Pumpkin Fair- On location social media Promotion attended by Go East Team member Jolene K.

Total value of Go East of Edmonton Marketing and Support to Smoky Lake region is over \$10,000 in 2023.

More than a 3 to 1 leverage and an Outstanding ROI !

We know this report will be helpful to you and we look forward to continuing to promote you for 2024.

If you have any questions, contact us, thanks, Kevin Kisilevich, kevin.goeast@gmail.com

GO EAST of Edmonton Regional Tourism - Year-2024 Advertising Renewal

227-24: Fenerty

That Smoky Lake County Council approve a Municipal Tourism Partnership / Annual Membership to Go East Regional Tourism Organization, in the amount of \$400.00, as per their invoice #1648, dated January 1, 2024.

Carried.

GO EAST of Edmonton Regional Tourism – Delegation Presentation

228-24: Gawalko

That Smoky Lake County Council accept the presentation from the January 11, 2024, Delegation: Kevin D. Kisilevich, GO EAST of Edmonton Regional Tourism, for information.

Carried.

Delegation: Kevin D. Kisilevich, GO EAST of Edmonton Regional Tourism, left the meeting, time 9:23 a.m.

5. Public Hearing:

Nil.

7. Request for Decision:

Trail Twisters Application for Roadway License Agreement RLA-002-23

229-24: Halisky

That Smoky Lake County Council approve the Roadway License Agreement RLA-002-23, with the Smoky Lake Trail Twisters Snowmobile Club for the purpose of utilizing portions of the undeveloped road allowance along Range Road 171, between Township Road 595A & Township Road 621, which will form part of the Recreational Trail Roadway License Agreement, for the purposes of snowmobiling, for a twenty (20) year term: January 11, 2024, expiring on January 11, 2044, unless otherwise terminated sooner.

Carried.

Northern and Regional Economic Development (NRED) Program

230-24: Serben

That Smoky Lake County acknowledge the Agenda Item titled: "2023-24 Northern and Regional Economic Development (NRED) Program" was deferred by Council on November 23, 2023 and then deferred again on December 14, 2023, and acknowledge the application intake closed on December 20, 2023, therefore there will be no further pursuit of applying for the 2023-24 NRED program.

Carried.

Advertising Billboards on County-Owned Land

231-24: Cere

That Smoky Lake County Council **grant permission** to Brock Boards to erect advertising billboards on the County-Owned lands legally described as PT. SW 27-59-17-W4M, **subject to** entering into an advertising agreement with Smoky Lake County receiving 25% of the revenue generated by the said billboards.

Carried.

5 Members of the Public, virtually joined the meeting, time 9:47 am

Fence Removal Compensation on County-Owned Leased Land

232-24: Serben

That Smoky Lake County Council **deny** the request for compensation related to the installation and/or removal of fencing on the lands legally described as NE 23-60-13-W4M, as per the conditions of the Surface Lease Agreement, which was entered into between Smoky Lake County and Walter & Sheryl Mazur, pursuant to Bylaw 1214-10.

Carried.

Offer to Purchase County-Owned Land PT. SE-09-58-15-W4M

233-24: Halisky

That Smoky Lake County agree to sell the lands legally described as PT. SE-09-58-15-4W, containing +/- 20.04 acres (+/- 8.10 hectares), to Raymond Serafinchon, in the amount of \$50,000.00 + GST, for a total sale price in the amount of \$52,500.00, and execute an Agreement to Purchase with Mr. Serafinchon, pursuant to Smoky Lake County Policy Statement No. 61-10: Disposition of County-Owned Property.

Carried.

Policy Statement No. 62-12-04: Clubroot

234-24: Fenerty

That Smoky Lake County Policy Statement No. 62-12-04: Clubroot, be amended, as recommended by Smoky Lake County's Agricultural Service Board on December 12, 2023, Motion #07-23:

Title: Clubroot		Policy No.: 12-04
Section: 62	Code: P-S	Page No.: 1 of 9 <i>E</i>

Legislation Reference:	Alberta Provincial Statutes
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Purpose:	To recognize that Clubroot is a serious problem and Smoky Lake County supports the agricultural community to help minimize the spread of Clubroot which is a pest under the <i>Agricultural Pest Act</i> .
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Policy Statement and Guidelines:	
<p>1. DEFINITION:</p> <p>1.1 "Clubroot" is a disease of canola, mustard and other crops in the cabbage family (<i>Cruciferae</i>), caused by a parasite of plants (<i>Plasmodiophora brassicae</i>) that lives in the soil and characterized by knobby or club-shaped swellings on the roots and premature wilting, yellowing, and stunted growth of aboveground parts.</p> <p>2. BACKGROUND:</p> <p>2.1 Clubroot can spread through spores in the soil or in cruciferous plant material containing galls such as Canola, Mustard, Flixweed, Sherperd's purse, Stinkweed. Resting spores are extremely long lived, surviving in soil for up to 20 years; and are most likely to spread via contaminated soil carried from field to field by equipment. Tillage equipment represents the greatest risk of spreading the disease as soil is frequently carried on shovels and discs from field to field.</p> <p>3. OBJECTIVE:</p> <p>3.1 To minimize the spread and build-up of Clubroot in canola fields through education and awareness.</p> <p>3.2 To prevent economic loss by employing a Clubroot Management Agreement between agricultural producers who have confirmed Clubroot fields within Smoky Lake County.</p> <p>4. STATEMENT:</p> <p>4.1 The Agricultural Service Board, under the authority of the <i>Agricultural Pest Act</i>, will undertake the following measures to assist in the minimization of Clubroot in canola.</p> <p>4.1.1 Perform random testing of susceptible crops and confirm suspected infestations through laboratory testing (PCR).</p>	

Title: Clubroot		Policy No.: 12-04
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Policy Statement and Guidelines:	
<p>4.1.2 Advertise Public Awareness of County's random testing program.</p> <p>4.1.3 Implement a Clubroot Management Agreement with agricultural producers based on the Canola Council of Canada Clubroot management recommendations and research.</p> <p>5. SURVEY PROCEDURE:</p> <p>5.1 Clubroot disease development is favored by wet and acidic soil conditions and is mainly spread by movement of soil and infected plant material, as well as run-off water carrying soil.</p> <p>5.2 Symptoms: The spores infect the roots of susceptible hosts, causing the formation of club-shaped galls or swellings that restrict the uptake of water and nutrients by the plant. Above-ground symptoms include yellowing, stunting, premature, ripening and wilting of plants.</p> <p>5.3 Equipment and Materials needed: Clipboard, record sheets, hand towel, garden shears, Ziploc bags, 5% bleach solution, Plastic tray or pail, disposable boot covers, GPS Unit.</p> <p>5.4 Clubroot field inspections will be conducted randomly by the appointed agricultural pest inspectors.</p> <p>5.5 Agricultural Services Department Clubroot survey methods, reporting form and calculation of disease incidence will follow standard protocols as recommended by the Alberta Clubroot Management, <i>as per Schedule "A": Clubroot Survey Form</i>. The standard survey method is as follows: Scout for Clubroot by visually inspecting canola/mustard/cole crop roots for galls. As symptoms may take 6-8 weeks to develop, they are most detectable later in the summer (late July or August). Do not drive into field or access, but park on the road whenever possible.</p> <p>5.5.1 Put on new disposable boot covers. Survey the field in a "W" pattern, sampling 10 plants at each of 10 equally spaced sites along the arms of the W. Begin 30 m to the right of the field access. 10 m from field edge and allow 100 m between sampling points.</p> <div style="text-align: center;"> </div>	

Title: Clubroot	Policy No.: 12-04
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Policy Statement and Guidelines:

5.5.2 At each sample site, dig up roots from 10 plants and shake off excess soil. Examine roots for presence of galls. Record sample site location and findings on Clubroot survey form. Fields where infection is found or suspected, collect 5 – 10 root specimens, by cutting off stems and placing roots in a Ziploc bag labeled with field location and date surveyed. Retain sample for submission to lab for confirmation.

5.5.3 Prior to leaving potentially infested field, discard disposable boot covers into garbage bag and incinerate later. Disinfect sampling tools with bleach solution.

6. NOTIFICATION PROCESS:

6.1 When land is verified positive for Clubroot, the landowner will be **notified via phone and in writing**, as per **Schedule “B”: Notification To Landowner Of Clubroot** if an agricultural producer is found not adhering to their Clubroot Management, Checklist a legal notice in accordance with the Province of Alberta *Agricultural Pest Act*, as per **Schedule “C”: Legal Notice To Control Pests** may be issued. Agricultural producers will be required to meet with the Agricultural Fieldman within 60 days of receiving the letter and complete **Schedule “D” Clubroot Management Checklist**.

6.2 If a host crop is sown on land that has Clubroot and a notice has been issued on this property restricting the growth of host crops, the host crop shall be destroyed.



SCHEDULE “A”

AGRICULTURAL SERVICE BOARD CLUBROOT SURVEY FORM

Surveyor name: _____

Municipality: Smoky Lake County

Field location: (Legal Property): _____
Section Quarter Township range Median

Name of producer farming that field: _____

Date surveyed: _____

Crop Cultivar: _____

Previous crops: _____

Article 1. Survey results
 Strictly according to protocol (sample 10 plants at each of 10 sites using W pattern).

Clubroot Found

Yes

No

N

of positive sites / 10: _____

Lab Test Confirmation: _____

Additional Comments: _____

Draw map of field and landmarks with sampling points

Inspector _____ Date: _____

SCHEDULE "B"



NOTIFICATION TO LANDOWNER OF CLUBROOT



Date:

Dear Agricultural Producer,

RE: Random Clubroot Survey Results

During Smoky Lake County's annual Clubroot surveying program, we have identified Clubroot on the **Legal Land Description**. Please note Clubroot is a serious disease affecting canola, if the disease is not managed properly it will continue to spread and overtime severely decrease yield in future canola crops. Smoky Lake County holds the right to issue a Clubroot Notice restricting the growth of canola, but we much prefer to work with producers first. Attached to this letter is a Clubroot Management Plan of Alberta, along with the 20/20 seed lab report confirming the presence of Clubroot, and a Clubroot Management Checklist that **MUST** be returned to Smoky Lake County's Office within **60** days of this letter being issued. This Clubroot Management Checklist must be reviewed and signed off by the Agricultural Fieldman.

Please understand we want to work with agricultural producers first and foremost, as we are here to provide support to the Agricultural Community as a whole. You are required to notify any renter or lease holders of this property if you are not currently farming the property yourself.

If you have any questions with any of the attached information or forms, please do not hesitate to contact me directly.

Sincerely,

Agricultural Fieldman

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Policy 12-04

SCHEDULE "C"

LEGAL NOTICE TO CONTROL PESTS

**Agricultural Pests Act
Section 6(1) - Form 2**

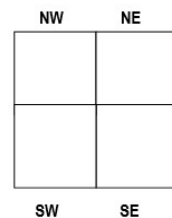
PEST AND NUISANCE CONTROL REGULATION

To: Name: _____

MAILING ADDRESS: _____
Box City or Town Postal Code

You are hereby notified that the _____ quarter of section _____ township _____ range _____ west of the 4th meridian, Alberta, as indicated on the diagram below, contains Clubroot, which has been declared a pest by the **Pest and Nuisance Control Regulation** made under the **Agricultural Pests Act**, and you are directed to take the following measures:

1. Do not plant canola on _____
Legal Property
until _____
Year.
2. Keep _____
Legal Property
free of volunteer canola, wild mustard and shepherds purse or any other host vegetation.
3. Use direct seeding and any soil conservation practices to minimize soil movement.
4. Clean soil and crop debris from field equipment before entering or leaving all fields.
5. Avoid the use of straw, hay, greenfeed, silage or manure from the _____
Legal Property.



IMMEDIATE CORRECTIVE ACTIONS: _____

TO BE COMPLETED BY: _____

All of the above measures must be completed within _____ years from the date of issue of this notice, failing this action may be taken in accordance with the legislation referred to above.

This notice is issued under Section 12(1) of the *Agricultural Pests Act*. An appeal against this notice may be served on the municipal secretary, accompanied by a deposit of **\$100.00**, before the expiry of the time stated above or the period of 10 days from service of the notice, whichever expiry date occurs first and otherwise made in accordance with the *Agricultural Pests Act*.

Date of Issue _____

Inspector – Smoky Lake County
Telephone Number: 780-656-3730

c.c. Renter/Leasee (if different from the Landowner)

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SCHEDULE "D"

Clubroot Management Checklist



This Clubroot Management Agreement is for developing a proactive management plan with the help of a Certified Crop Advisor or Agrologist to reduce or keep spore levels low and to minimize yield loss due to Clubroot.

For each section below, please fill out all required information for all management strategies. The strategies listed as **Recommended** are the minimum requirements that Smoky Lake County suggests. Additional strategies can be included wherever feasible and possible. For in depth information on Clubroot management strategies, please refer to the Alberta Clubroot Management Plan, the Alberta Canola Council or your professional advisor.

Agricultural Producer Information

Date: _____

Landowner or Lease Holder Name: _____

Field location: (Legal Property): _____
Section Quarter Township Range Median

Field location: (Legal Property): _____
Section Quarter Township Range Median

Part 1: Crop Rotation

Crop Rotation has proven to lower spore loads in the soil with a minimum of a three year rotation. Longer rotations are encouraged in fields with high disease severity.

Indicate which crop rotation interval will be followed:

- Three-year rotation (two year break) **Recommended**
- Four-year rotation (three year break)
- Perennial forage crop for more than two years
- Other- please indicate _____

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Part 2: Variety Selection

Select all strategies that will be used:

- Only Clubroot-resistant varieties in Clubroot confirmed fields will be grown **Recommended**
- Use of Clubroot-resistant varieties in all canola fields
- Rotating Clubroot varieties with multi-genetics varieties
- Seeding Canola earlier

Part 3: Weed Management

Select all weed management strategies that will be used:

- Control of volunteer crops including: Canola, Camelina, Mustard or other Clubroot susceptible hosts **Recommended**
- Control of cruciferous weeds throughout all rotations **Recommended**
- Rotating herbicide programs within Canola varieties ex. Liberty, Roundup, Clearfield

Part 4: Small Clubroot Patch Management

- Hand pulling and safely disposing of all Clubroot-infected plants
- Liming of soil in Clubroot-infected patches to increase pH 7.3
- Soil testing to monitor Clubroot spore levels
- Seeding known Clubroot patches last

Part 5: Reducing Soil Movement

Please indicate all the ways that soil movement will be minimized:

- Seed grass in the field entry way to reduce spore or as an area for cleaning equipment
- Create separate entrance and exits away from existing field entrances
- Remove large clumps of soil from equipment
- Wash and sanitize with bleach when possible
- Visit Clubroot infected fields last
- Require others (industry) to implement a biosecurity protocol
- Use of soil conservation practices, such as zero till or minimum tillage- **Recommended**
- Minimize traffic in fields, especially during wet conditions
- Discourage recreational vehicles from crossing land with signage, fencing and gates

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Part 6: Disclosure of Clubroot Infestation and Biosecurity

- Notification of all occupants, renter and easement holders who have access to land-**Required**
- Notification and disclosure to contracted services and or other parties accessing the land- **Required**
- Disclosure that Clubroot is present to when the land is sold or rented to other parties

Part 7: Clubroot Scouting and Monitoring

- Continued monitoring of spore levels in soil and scouting for visible symptoms on plants in fields that have confirmed clubroot
- Continued scouting in other fields rented or owned

Part 8: Declaration

I declare that I have answered the above to the best of my ability and will adhere to the required clubroot management strategies, as a minimum, to keep Clubroot spore levels low.

Landowner/Renters Signature: _____ Date: _____

Agricultural Fieldman Signature: _____ Date: _____

Please return this agreement to the Smoky Lake County office within 60 days of receiving your Clubroot notification letter. For further information regarding this matter please contact the Agricultural Services Department at (780) 656-3730.

Physical Address: 4612 McDougall Drive
Smoky Lake, AB Mailing Address: Box 310
Smoky Lake, AB
TOA 3C0

Carried.

Alberta Invasive Species Council Membership

235-24: Cere

That Smoky Lake County sponsor a bronze membership in the amount of \$1,000.00 to Alberta Invasive Species Council, as recommended by Smoky Lake County’s Agricultural Service Board, on December 12, 2023, per Motion #ASB16-23, in response to the letter received from Megan Evans, Executive Director, Alberta Invasive Species Council, dated November 23, 2023.

Carried.

Grazing School for Women Sponsorship

236-24: Cere

That Smoky Lake County Council approve to sponsor “The Original Grazing School for Woman” event scheduled for Saturday, March 2, 2024, in the amount of \$500.00, payable to Grazing School for Women, allocated from the Agricultural Service Board’s extension budget.

Carried.

One Member of the Public entered Council Chambers, time 10:03 a.m.

LARA Public-at-Large Members from Smoky Lake County: Barb Shapka and Amanda Fischer; and Carleigh Danyluk, Agricultural Fieldman, entered Council Chambers, time 10:15 a.m.

4. Delegation:

Lakeland Agricultural Research Association (LARA)

Virtually present before the Smoky Lake County Council from 10:17 a.m. to 11:01 a.m., was Alyssa Krawchuk, Executive Director, Lakeland Agricultural Research Association (LARA), to provide a slide presentation, including general information about LARA and information specific to Smoky Lake County, including but not limited to the following points:

- LARA has provided nine years of agricultural research and extension in Smoky Lake County.

- Smoky Lake County has 398 farms, with a 1,000-acre average farm size, and over 400,000 acres of land in agricultural use.
- The County's \$55,000 of Municipal funding contribution is used to leverage 80% more (or \$220,000) grant funding to LARA from provincial, federal and industry grants.
- LARA's 2024 budget is \$918,250.
- Municipal funding allows for all County agriculture producers to be members of LARA at no charge to the producer.
- Over the nine years of support from Smoky Lake County, LARA completed:
 - 3,085 Small Plots (average of 342 per year)
 - 34 Events Hosted (average 5 per year over 7 years)
 - 34 Webinars Hosted (average of 11 per year over 3 years)
 - 34 Webinars Hosted (average of 11 per year over 3 years)
 - Assisted 405 Producers One-On-One
 - 47 Environmental Farms Plans

Delegation Information from Lakeland Agricultural Research Association (LARA)

237-24: Cere

That Smoky Lake County Council acknowledge receipt of the information received from the January 11, 2024, Delegation: Alyssa Krawchuk, Executive Director, Lakeland Agricultural Research Association (LARA), in respect to the value of LARA to Smoky Lake County.

Carried.

LARA Public-at-Large members from Smoky Lake County being: Barb Shapka and Amanda Fischer, and one Member of the Public left Council Chambers, time 11:01 a.m.

Lakeland Agricultural Research Association - Funding

238-24: Serben

That Smoky Lake County Council defer the recommendation made by the Agricultural Service Board (ASB) on December 12, 2023: *“that Smoky Lake County fund individual memberships in the amount of \$200.00 per producer Premise ID Number and/or Farm Fuel Benefit Number, in Year-2024, up to a total County wide maximum funding in the amount of \$30,000.00 to Lakeland Agricultural Research Association (LARA), in lieu of any municipal contribution towards the LARA Year-2024 operating budget; and have the Smoky Lake County ASB provide in-house extension event(s).”* back to the ASB, and provide the ASB the information received from the County's January 11, 2024, Delegation: Delegation: Alyssa Krawchuk, Executive Director, Lakeland Agricultural Research Association (LARA).

Carried.

Lakeland Agricultural Research Association – Request for Information

239-24: Halisky

That Smoky Lake County Council make a request for information from Alyssa Krawchuk, Executive Director, Lakeland Agricultural Research Association (LARA), to provide a detailed report of what it would cost Smoky Lake County to fund individual producer memberships with **full** LARA benefits, up to a total Municipal Funding maximum in the amount of \$55,000.00, to be brought forward to the next Smoky Lake County Agricultural Service Board (ASB) as additional information.

Carried.

Alyssa Krawchuk, Executive Director, Lakeland Agricultural Research Association (LARA), left the meeting, time 11:30 a.m.

Carleigh Danyluk, Agricultural Fieldman, entered Council Chambers, time 10:30 a.m.

11:31 to 11:34 a.m.

Public Question and Answer Period:

Member of the Public, Hank Holowaychuk, questioned: Do you realize the seriousness of the lack of service for emergency response? Move forward with TSI [*Transitional Solutions Inc.*] and address the severe lack of firefighters in the region.

Reeve, Jered Serben, answered: Yes, we do; the lack of firefighters is not an issue that is specific to the County, it is across the province and the country. We are working on it; it takes a lot of time, effort, and people to fix this major issue – we will continue to work on it until the issue is resolved.

Alberta Indigenous & Municipal Police Transition Grant Program - Application

240-24: Fenerty

That Smoky Lake County submit an application to the Alberta Indigenous & Municipal Policing Transition Grant Program, for potential funding up to the amount of \$30,000.00, towards the proposed project titled: Smoky Lake County Crime Strategy Study.

Carried.

Property Tax Payment Plan & Penalty Waive Request for Tax Roll #19600810

241-24: Cere

DEFEATED

That Smoky Lake County Council approve to write off penalties in the amount of \$781.77 and approve to waive any penalties applied on March 1, 2024, for Property Tax Roll #19600810, subject to entering into payment plan in the amount of \$600.00 per month, until the property is reassessed, as requested in the letter from the Board of the Gathering Place Co-op, dated December 19, 2023.

DEFEATED.

Property Tax Payment Plan for Tax Roll #19600810

242-24: Halisky

That Smoky Lake County Council agree to enter into a payment plan with the Owner of Property Tax Roll #19600810, commencing in January 2024, with a monthly payment in the amount of \$600.00 to be received by the County every consecutive month until the said tax roll's balance in the amount of \$7,296.50 plus any future penalties, are paid off in-full.

Carried.

Property Tax Penalties – Request to Waive on Tax Roll #40310202

243-24: Cere

DEFEATED

That Smoky Lake County Council approve to write off penalties in the amount of \$315.97, on Property Tax Roll #40310202, as requested in the letter from GLENED Holdings Ltd., dated December 22, 2023.

DEFEATED.

Property Tax Penalties – Request to Waive on Tax Roll #40310202

244-24: Halisky

That Smoky Lake County Council **deny** the request to write off penalties in the amount of \$315.97, on Property Tax Roll #40310202, as requested in the letter from GLENED Holdings Ltd., dated December 22, 2023.

Carried.

Smoky Lake Stars U7 Minor Hockey - Request for Donation

245-24: Serben

That Smoky Lake County Council **approve** to provide funds in the amount of \$250.00, allocated from the Grants to Individuals and Organizations budget, to the Smoky Lake Stars U7 Minor Hockey team, towards team welcome baskets for their annual hockey tournament, scheduled for January 13, 2024, being held in the Town of Smoky Lake.

Carried.

Family and Community Support Services (FCSS) Grant Applications

246-24: Halisky

That Smoky Lake County **approve** to allocate funding from the 2024 Family and Community Support Services (FCSS) Grant budget in accordance with Policy No. 08-17-01: Family and Community Support Services (FCSS) grant as follows:

Community Group	Eligibility	Funding
Village of Waskatenau Library Board	2024 Board Game Program	\$1,706.00

Carried.

247-24: Serben

That Smoky Lake County **approve** to allocate funding from the 2024 Family and Community Support Services (FCSS) Grant budget in accordance with Policy No. 08-17-01: Family and Community Support Services (FCSS) grant as follows:

Community Group	Eligibility	Funding
Vilna & District Agricultural Society	Volunteer Appreciation Dinner	\$1,875.00

Carried.

Cost of Living Allowance (COLA) for Elected Officials

248-24: Cere

That Smoky Lake County Council **approve to not receive** any Cost of Living (COLA) increment in Year-2024; in accordance with Policy Statement No. 08-18-07: Council Remuneration and Expenses, Section 3.1.2: “*Effective January 1st of each year, a Cost of Living increment rate (as established in the Statistics Canada – Consumer Price Index for the province of Alberta in the month of October from the previous year), will be automatically applied to Elected Officials salaries or R.R.S.P. unless a motion of Council determines otherwise.*”

Carried.

Meeting Recessed

Meeting recessed for Lunch, time 12:13 p.m.

Meeting Reconvened

The meeting reconvened on a call to order by the Reeve at 1:01 p.m. in the physical (or virtual) presence of all Council Members, Interim Chief Administrative Officer, Executive Services Clerk, Finance Manager, Planning & Development Manager, GIS Operator, Communications Officer, Natural Gas Manager, Fire Chief, Community Peace Officer, and 3 Members of the Public.

Rural Municipalities of Alberta RMA Annual Spring Convention

249-24: Fenerty

That Smoky Lake County Council and relevant administration who can attend – attend the (Rural Municipalities of Alberta) RMA Year-2024 Spring Convention, scheduled for March 18 to 20, 2024, to be held at the Edmonton Convention Centre, in Edmonton.

Carried.

Rural Municipalities of Alberta RMA Annual Spring Convention Meetings with Ministers

250-24: Halisky

That Smoky Lake County Council seek meetings on the sidelines of the (Rural Municipalities of Alberta) RMA Spring Convention, scheduled for March 18-20, 2024, or at any time and place as soon as practicable thereafter, to discuss advocacy for issues specific to the County with the Minister from each respective Provincial Ministry as follows:

- Agriculture and Irrigation,
- Health,
- Public Safety and Emergency Services,
- Seniors, Community and Social Services,
- Mental Health and Addiction, and
- Transportation and Economic Corridors.

Carried.

Federation of Canadian Municipalities FCM Membership 2024-2025

251-24: Cere That Smoky Lake County renew the Federation of Canadian Municipalities (FCM) membership for Year 2024-2025 in the amount of \$808.73 as per invoice number INV-38694-H9S5D1, dated December 13, 2023, with per capita dues calculated on the County's population of 2,517.

Carried.

Alberta Health Services Temporary Closures to Smoky Lake's Emergency Room

252-24: Cere That Smoky Lake County recommend the Town of Smoky Lake, as managing partner of the Physicians & Health Care Professionals Committee, and as part of the said Committee's mandate, implement a letter writing campaign involving members of the public, community stakeholders, businesses, Smoky Lake Region Municipalities, Settlements, Reserves, and anyone, to urge the Provincial Government and Regional Health Authority in taking action to remove the red tape hindering the attraction and retention of physicians affecting the George McDougall Health Care Centre's Emergency Room Services and Medical Clinics in the Smoky Lake Region.

Carried.

Addition to the Agenda:

Regional Fire & Rescue

253-24: Gawalko That the Smoky Lake County proceed as recommend by the Smoky Lake County Region Fire & Rescue Committee, by their January 9, 2024, Motion #07-24, to provide advocacy direction to the Rural Municipalities of Alberta (RMA) in accordance with RMA's resolution process, and with notification of same to the Alberta Fire Chief Association, for the purpose of bringing forward a Resolution to address "Declining Fire Department Services Across Rural Alberta",

Whereas, provincial Fire Services Training Program funding be increased for rural firefighter training, and

Whereas, the Canada Revenue Agency's (CRA) volunteer firefighter tax credit be increased from \$3,000 to \$10,000 (and modernize the CRA's definition of volunteer firefighter to help retain firefighters), and

Whereas, the fire underwriter's insurance review their mandated equipment replacement parameters to accommodate rural firefighting apparatuses and equipment; and

Whereas, the federal government reinstate a modernized version of the former Joint Emergency Preparedness Program (JEPP) for fire/emergency training and equipment.

Carried.

Councillor Lorne Halisky virtually left the meeting, time 1:30 p.m.

Firefighter Recruitment & Retention – Incentives

254-24: Serben That Smoky Lake County research how many municipalities provide incentives relating to firefighters living and serving within their region; and research a "grid per hour wage incentive" as a possible option in response to the Smoky Lake Region Fire and Rescue Committee's January 9, 2024, Motion #08-24 recommendation for each respective Municipality explore and consider Municipal Property Tax Incentives relating to firefighters living and serving within the Smoky Lake Region, such as a reduction in Municipal Property Tax for businesses who employ local firefighters.

Carried.

8. Interim Chief Administrative Officer's Report:

Nil.

9. Council Committee Reports:

Nil.

10. Correspondence:

Lakeland Industry & Community Association - Indoor air Quality Testing

255-24: Cere

That Smoky Lake County **approve to allow** Lakeland Industry & Community Association (LICA) to install a small tabletop Air Quality Health Index (AQHI) lantern at the County's Main Office, 4612 McDougall Drive Smoky Lake, in response to the email deferred by Council on November 23, 2023, received from Kristina Morris, Executive Director, LICA - Environmental Stewards, dated November 8, 2023, in respect to same.

Carried.

2023-24 Alberta Community Partnership (ACP) Grant Approval - Smoky Lake County

256-24: Gawalko

That Smoky Lake County acknowledge receipt of the letter received from the Minister of Municipal Affairs, dated December 19, 2023, announcing approval of funding from the Alberta Community Partnership (ACP) 2023-24 grant to **Smoky Lake County, as the managing partner**, in partnership with the Town of Smoky Lake, the Village of Waskatenau and the Village of Vilna, under the Intermunicipal Collaboration Stream, in the amount of **\$99,900.00**, in support of the **Smoky Lake Region Municipal Land Use Suitability Tool (MLUST)** project.

Carried.

2023-24 Alberta Community Partnership (ACP) Grant Approval - Village of Vilna

257-24: Fenerty

That Smoky Lake County acknowledge receipt of the letter received from the Minister of Municipal Affairs, dated December 19, 2023, announcing approval of funding from the Alberta Community Partnership (ACP) 2023-24 grant to the **Village of Vilna, as the managing partner**, in partnership with Smoky Lake County, Town of Smoky Lake, and Village of Waskatenau, under the Intermunicipal Collaboration Stream, in the amount of **\$200,000.00**, in support of the **Smoky Lake Regional Water and Wastewater Infrastructure** project.

Carried.

2023-24 Alberta Community Partnership (ACP) Grant Approval - Village of Waskatenau

258-24: Fenerty

That Smoky Lake County acknowledge receipt of the letter received from the Minister of Municipal Affairs, dated December 19, 2023, announcing approval of funding from the Alberta Community Partnership (ACP) 2023-24 grant to Village of Waskatenau, as the managing partner, in partnership with Smoky Lake County, Town of Smoky Lake, and Village of Vilna, under the Intermunicipal Collaboration Stream, in the amount of **\$200,000.00**, in support of the **Smoky Lake Regional Recreation Services Strategy** project.

Carried.

Minister of Environment & Protected Areas - Preparations for Drought in 2024

259-24: Serben

That Smoky Lake County create a plan to use less water in Year-2024, in response to the letter from the Minister of Environment & Protected Areas, received on December 20, 2023, requesting municipalities to undertake preparations for drought in year-2024 to:

- “1. Initiate efforts to monitor water supply infrastructure proactively, paying particular attention to water intake relative to water levels.
2. Begin a review of the terms of your municipality’s water licence so you are aware of any conditions that may limit your ability to withdraw water during a drought.
3. Alert municipal water managers to prepare to be engaged with officials from the Drought Command Team, should conditions within your municipal water licence need to be triggered.
4. Develop a water shortage plan so your municipality is prepared to respond if water availability decreases.”

Carried.

Local Government Fiscal Framework (LGFF)

260-24: Cere

That Smoky Lake County acknowledge receipt of the letter received from the Minister of Municipal Affairs, dated December 15, 2023, announcing the launch of the Local Government Fiscal Framework (LGFF), to ensure no community experiences a year-over-year decrease from capital funding allocated under the Municipal Sustainability Initiative (MSI) in 2023.

Carried.

Minister of Environment & Climate Change - N. Sask. River - Canadian Heritage River

261-24: Fenerty

That Smoky Lake County acknowledge receipt of the copied letter from the Minister of Environment & Climate Change, dated January 2, 2024, to Brazeau County, confirming the North Saskatchewan River’s nomination as a Canadian Heritage River, is purely honorific and the designation carries no legal or regulatory powers.

Carried.

Minister of Municipal Affairs - Assessment Model Review for Oil & Gas Property Tax

262-24: Serben

That Smoky Lake County **acknowledge receipt** of the letter received from the Minister of Municipal Affairs, stamped December 22, 2023, in respect to the Assessment Model Review for Oil & Gas Property Tax; **and respond** to the said letter to express concerns with the measures implemented to support the viability of mature oil and gas assets to bridge the implementation of the said Model and the financial hindrance it will cause Municipalities; and copy the response letter to the Minister of Energy & Minerals, MLA for Athabasca-Barrhead-Westlock Constituency, and President of Rural Municipalities of Alberta (RMA).

Carried.

Addition to the Agenda:

Smoky Lake RCMP Detachment’s Community Engagement: Crime Prevention Townhall

263-24: Gawalko

That Smoky Lake County Council who can attend – attend the Smoky Lake RCMP Detachment’s Community Engagement for Crime Prevention, Townhall scheduled for January 16, 2024, to be held at the National Hall, in the Town of Smoky Lake.

Carried.

11. Information Releases:

Nil.

12. Financial Reports:

Financial Statements

As annexed to the minutes:

↳ Financial Statement for the months of: **November 2023.**

Assessment Model Review for Oil & Gas Property Tax – Letter of Concern

264-24: Serben

That Smoky Lake County provide specific statistics and assessment data from the County's records within the letter of concern to the Minister of Municipal Affairs, further to the January 11, 2024, Council Motion # 262-24, to write a letter to the Minister of Municipal Affairs to express concerns with the measures implemented to support the viability of mature oil and gas assets to bridge the implementation of the said Model and the financial hindrance it will cause Municipalities.

Carried.

Budget to Actual Report

265-24: Gawalko

That Smoky Lake County's Budget to Actual financial report as at December 4, 2023, be accepted for information.

Carried.

Financial Statement

266-24: Gawalko

That Smoky Lake County's Financial Statement report as at November 14, 2023, be accepted for information.

Carried.

Addition to the Agenda

Allowable Expenses

267-24: Fenerty

That Smoky Lake County Council **defer** the January 11, 2024, addition to the agenda brought forward by Councillor Fenerty's stated as: "Allowable Expenses", to the next County Council Meeting.

Carried.

13. Next Meeting(s):

Scheduled County Council Committee of the Whole Meeting - Planning

268-24: Cere

That the next Smoky Lake County Council Committee of the Whole for the Purpose of Planning, be scheduled on one of the following dates: Thursday, January 18, 2024, at 1:00 p.m., **or** Friday, January 19, 2024, at 1:00 p.m. with an invitation extended to representatives from the Metis Nation of Alberta (MNA), to be held virtually, through Electronic Communication Technology as per Bylaw 1376-20 **and/or** physically in County Council Chambers.

Carried.

Scheduled County Council Meetings

Smoky Lake County's previously confirmed scheduled upcoming Meetings are as follows:

Thursday, January 25, 2024, at 9:00 a.m., (Regular),

Thursday, February 8, 2024, at 9:00 a.m., (Regular),

Thursday, February 22, 2024, at 9:00 a.m., (Regular),

Thursday, March 7, 2024, at 9:00 a.m., (Regular),

Thursday, March 28, 2024, at 9:00 a.m., (Regular),

Thursday, April 11, 2024, at 9:00 a.m., (Regular), and

Thursday, April 25, 2024, 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.

6. Municipal Planning Commission:

Meeting Recessed The meeting was recessed at 2:00 p.m. to undertake a Municipal Planning Commission Meeting on a separate agenda with separate minutes.

Meeting Reconvened The meeting reconvened on a call to order by the Reeve at 2:07 p.m. in the physical presence of all Council Members (except Lorne Halisky), Interim Chief Administrative Officer, Executive Services Clerk, Finance Manager, and the virtual presence of the Planning & Development Manager, GIS Operator, Communications Officer, Natural Gas Manager, and 2 Members of the Public.

14. Executive Session:

Legal, Land and Personnel Issues

269-24: Fenerty That Smoky Lake County Council go into Executive Session to discuss the following issues, in the presence of all Council (except Lorne Halisky who left the meeting early), Interim Chief Administrative Officer, Finance Manager, Planning and Development Manager, and Executive Services Clerk,

1. at 2:08 p.m., to discuss a Legal Issue: Associated Engineering Alberta Ltd.'s proposed renewal of standing offer agreement for engineering services, under the authority of the FOIP Act Section 16: Third Party Business Interests;
2. at 2:18 p.m., to discuss a 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;
3. at 3:01 p.m., to discuss a Personnel Issue: Chief Administrative Officer (CAO) Recruitment, under FOIP Act Section 24: Advice from Officials, and FOIP Section 27: Privileged Information;
4. at 3:10 p.m., to discuss a Legal Issue: Proposed Supportive Living Facility Development, under the authority of the FOIP Act Section 16: Third Party Business Interests.

Carried.

270-24: Gawalko That Smoky Lake County Council go out of Executive Session, time 3:36 p.m.

Carried.

Associated Engineering Alberta Ltd. - Standing Offer Agreement (SOA)

271-24: Fenerty That Smoky Lake County Council agree to renew the Standing Offer Agreement (SOA) with Associated Engineering Alberta Ltd., for an additional 3-Year term, commencing January 1, 2024, and expiring on December 31, 2026, to benefit the County with streamlined procurement, efficiency and timelines, cost saving, consistent quality, long-term partnerships, flexibility and adaptability, and reduced administrative burden, when engaging Associated Engineering Alberta Ltd. to provide any of the following services:

- Engineering Consultation and Studies
- Asset Management,
- Engineering Pre-Design and Design,
- Project Management,
- Construction Management, Administration, and Inspection,
- Post-Construction Services, and
- General Advisory Services.

Carried.

Community Organization Property Tax Exemption Regulation (COPTER) Request

272-24: Gawalko That Smoky Lake County **deny the request** from the not-for-profit, Métis Crossing Experience Company, to support Metis Crossing Limited's application under Alberta's Community Organization Property Tax Exemption Regulation (COPTER) for property tax roll 17581251, legally described as River Lot 12-58-17-W4, **due to** the data in respect to the said property being unquantifiable to justly determine an amount of percentage for assessment exemption.

Carried.

Chief Administrative Officer (CAO) Recruitment – Recruitment Agency

273-24: Cere That Smoky Lake County Council approve to engage HumanEdge Executive Search, at a cost in the amount of \$15,000.00 plus GST, to assist in the recruitment of a Chief Administrative Officer (CAO), with the County performing the “front-end work” recruiting activities of advertising and collecting applicant information, and with Human Edge Executive Search, conducting the:

1. initial screening, selection interviews (longlist and shortlist), final screening, and behavioral assessments;
2. reference/ background checks; and,
3. offer negotiation.

Carried.

15. ADJOURNMENT:

274-24: Fenerty

That the Smoky Lake County Council Meeting of January 11, 2024, be adjourned, time 3:38 p.m..

Carried.

REEVE

S E A L

CHIEF ADMINISTRATIVE OFFICER