

SMOKY LAKE COUNTY

Minutes of the **County Council Meeting** held on Thursday, **January 25, 2024** at 9:05 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. 25, 2024</u>
1	Dan Gawalko	Present Virtually
2	Linda Fenerty	Present in Chambers
3	Dominique Céré	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	Absent
Executive Svcs/R.S.	Patti Priest	Present in Chambers

Observers in Attendance Upon Call to Order:

Fire Srv. Clerk	Meaghan Andreychuk	Present Virtually
Plan. & Dev. Manager	Jordan Ruegg	Present Virtually
Comm. Peace Officer	Tate Murphy	Present Virtually
Fire Chief	Scott Franchuk	Present Virtually
Public	1 Member	Present in Chambers
Media	No Members	N/A

2. Agenda:

279-24: Céré

That the Smoky Lake County Council Meeting Agenda for Thursday, January 25, 2024, be adopted, as amended:

Additions to the Agenda:

1. Legal Issue: Métis Nation of Alberta’s Proposed Supportive Living Facility Development: Healing Waters Treatment Center, under the authority of the FOIP Act Section 16: Third Party Business Interests and Section 27: Privileged Information.
2. Personnel Issue: Fire Department Staff, under the authority of the FOIP Act Section 27: Privileged Information.
3. Bellis Veterinary Services 30th Anniversary.
4. Request to Schedule a Joint Council Meeting with Village of Waskatenau.

Carried Unanimously.

3. Minutes:

Nil.

5. Public Hearing:

Nil.

6. Municipal Planning Commission:

Nil.

7. Request for Decision:

7.1. Wetland Replacement Program Memorandum of Understanding

280-24: Fenerty

That Smoky Lake County Council decline to enter into a new Memorandum of Understanding with Alberta Environment and Protected Areas, with respect to the Wetland Replacement Program, and to allow the existing MOU between the County and Environment and Parks lapse, due to the lack of interest amongst County residents to participate in the Program, and due to limited County resources to investigate potential projects.

Carried.

7.2. Solid Waste Association of America (SWANA) Northern Lights Chapter ReForum

281-24: Halisky

That Smoky Lake County Council and relevant administration who can attend - attend the SWANA (Solid Waste Association of America) Northern Lights ReForum 2024 Conference, scheduled for May 29 – 31, 2024, in Delta Hotels, Saskatoon, Saskatchewan.

Carried.

7.3. Alberta Coordinated Action for Recycling Enterprises (CARE) Conference

282-24: Céré

That Smoky Lake County Council and relevant administration who can attend - attend the 13th Alberta CARE (Coordinated Action for Recycling Enterprises) Annual Spring Conference 2024, scheduled for February 28, 2024, to March 1, 2024, in Camrose, Alberta.

Carried.

7.4. January 2024 Request for Donation – Mighty Moose Miles Endurance Ride

283-24: Céré

That Smoky Lake County Council approve to provide funds in the amount of \$200.00, plus County Promotional Items, to sponsor the ‘Mighty Moose Miles’ endurance ride scheduled for April 19-21, 2024, within Smoky Lake County; in response to the letter received from Irene van der Kloet, dated January 10, 2024, requesting sponsorship of same.

Carried.

7.5. Policy Statement No. 02-11-15: Peace Officer: Annual Reporting

284-24: Halisky

That Smoky Lake County Policy Statement No. 02-11-15: Peace Officer: Annual Reporting, be amended, and forego the “Public Participation” process due to the Annual Reporting being legislatively controlled through the Public Security Peace Officer Program:

Title: Peace Officer: Annual Reporting	Policy No.: 11-15		
Section: 02	Code: P-I	Page No.: 1 of 7	E
Legislation Reference: Peace Officer Ministerial Regulations Act			
Purpose:	To submit a written report to the Alberta Solicitor General on an annual basis on the Peace Officer Program.		
Policy Statement and Guidelines:			
1. STATEMENT			
1.1 Smoky Lake County submitted an Application to the Alberta Justice and Solicitor General and Public Security on August 17, 2006 – Motion 627-06 for ‘Authorization to Employ a Special Constable.’			
1.2 Under the Public Security Division – Peace Officer Program, Smoky Lake County was authorized as of January 2007 to be an Employer of a Peace Officer Appointment by the director of Law Enforcement.			
2. OBJECTIVE			
2.1 An annual written report is a requirement designed to facilitate communication with the Director of the Alberta Solicitor General.			
2.2 The annual report includes areas such as the service provided operational practices of the Peace Officer and enforcement related activities.			
3. GUIDELINES			
The Annual report must include:			
3.1 The general nature of the services provided by the peace officer.			
3.2 Operational practices of the peace officer.			
3.3 Enforcement and enforcement-related activities of the peace officer.			
3.4 Name and position of the agency contact person in a senior management position.			
3.5 Statistical data related to offences and tickets issued (summaries only) required by the director.			
3.6 An updated list of peace officers employed and their positions in the agency.			

Title: Peace Officer: Annual Reporting		Policy No.: 11-15
Section: 02	Code: P-I	Page No.: 2 of 7 E


Policy Statement and Guidelines:

4. PROCEDURES

4.1 The Annual Written Report format will be in accordance with [Schedule "A":Peace Officer Annual Report.](#)

4.2 The Peace Officer employed by Smoky Lake County will complete the Annual Report by **January 31st** each year and submit to the Director of Law Enforcement, Public Security Peace Officer Program.

Section 02 Schedule "A" Policy: 11-15



SMOKY LAKE COUNTY

PEACE OFFICER PROGRAM

ENFORCEMENT SERVICES

ANNUAL REPORT
2023

Submit to:
Tammy Spink
Manager
Public Security Peace Officer Program

Section 02	Policy: 11-15
PEACE OFFICER: ANNUAL REPORT	
EMPLOYEE FILE NUMBER: APPOINTMENT NO: 18957	
<p>1. General Nature of the Services provided by the Peace Officer:</p> <p><u>Program Overview:</u></p> <ol style="list-style-type: none"> 1. The Peace Officer is responsible for the enforcement and investigation of Municipal Bylaw and Provincial Statutes for Smoky Lake County. 2. As a Peace Officer, the overall duty is to protect and educate people and property; and to preserve and maintain the public peace. 3. The Peace Officer reports to the Smoky Lake County, Chief Administrative Officer (C.A.O.) 	
<p>2. Operational Practices of the Peace Officer:</p> <p><u>Key Areas:</u></p> <ul style="list-style-type: none"> ■ Ensuring public compliance with various County bylaws. ■ Provide information and interpretation of Municipal bylaws and Provincial Statutes requirements to the Smoky Lake County residents and community groups. ■ Develop and implement to educate on public awareness programs and maintain positive public relations. ■ Conducts highly visible mobile patrols of the County for the purpose of preventing and detecting violations of Municipal Bylaws and selected Provincial statutes. 	

PEACE OFFICER: Annual Report		Page 2
3.	<p>Enforcement and Enforcement-related activities of the Peace Officer:</p> <p>ENFORCEMENT: Responsibilities: Public Safety:</p> <p>3.1 As a Peace Officer appointed under the Peace Officer Act, enforce the following Provincial Statutes and Regulations, including:</p> <ul style="list-style-type: none"> ■ The Animal Protection Act. ■ The Dangerous Dogs Act. ■ The Environmental Protection and Enhancement Act, Part 9 – Division 2. ■ The Fuel Tax Act. ■ The Gaming, Liquor, and Cannabis Act. ■ The Petty Trespass Act. ■ The Provincial Administrative Penalties Act. ■ The Provincial Offences Act. ■ The Traffic Safety Act. <p>3.2 As the Enforcement Officer appointed under the Municipal Government Act, enforce Municipal Bylaws, Including:</p> <ul style="list-style-type: none"> ■ The Animal Control Bylaw. ■ The Corridor Regulation Bylaw. ■ The Land Use Bylaw. ■ The Off Highway Vehicles Bylaw. ■ The Parks Control Bylaw. ■ The Fire Bylaw ■ The Road Right of Way Bylaw ■ The Nuisance and Unightly Premises Bylaw ■ The Weight Restrictions for Vehicles Bylaw ■ The Recreational Vehicles (RV) Bylaw ■ The Regulation of Municipal Land and Reserves Bylaw <p>3.3. In accordance with the Municipal Government Act, the Bylaw Enforcement Officer is a Designated Officer. The Enforcement Officer time is to be equally divided between patrolling and enforcing.</p>	

PEACE OFFICER: Annual Report		Page 3
3.	<p>Enforcement and Enforcement-related activities of the Peace Officer:</p> <p>ENFORCEMENT-RELATED ACTIVITIES: Enforcing Duties:</p> <p>3.4</p> <ul style="list-style-type: none"> ■ Receiving complaints and inquires. ■ Investigation of complaints. ■ Advising responsible parties of infractions, and taking remedial actions and/or following enforcement procedures. ■ Advising responsible parties of infractions and laying of charges if founded. ■ Educating and/or prosecuting violators. ■ Conducts patrols of the trail systems, roads and hamlets within the corporate limits of Smoky Lake County. ■ Receives and documents evidence relating to investigation and ensures that continuity of such evidence is maintained, stored and destroyed accordance with Provincial County Regulations and/or County policies. ■ Prepares prosecutor information sheets and court briefs concerning a charge or ticket. <p>Other Duties:</p> <ul style="list-style-type: none"> ■ Assist R.C.M.P., as required. ■ Prepare Monthly reports and distribute to Council, Chief Administrative Officer. ■ Report at weekly Management meetings. ■ To be familiar with the Policies of the Smoky Lake County and the mandate of the Peace Officer Program. ■ Personnel conduct to enhance the image of Peace Officer in the Smoky Lake County. ■ Attendance at conference and training programs that are pre-approved by the Chief Administrative Officer. ■ Preparation and revision of Municipals Bylaws. ■ Issue various letters of Permission and Permits relating to Municipal Bylaws. ■ Participation with community interest groups as requested. ■ Develop and/or take part in public awareness programs and maintain positive public relations. ■ Conducts other related duties as required. 	

PEACE OFFICER: Annual Report		Page 4																										
<p>3. Enforcement and Enforcement-related activities of the Peace Officer: ENFORCEMENT-RELATED ACTIVITIES: <i>Continued</i> Working Relationship:</p> <ul style="list-style-type: none"> ■ To be accessible, approachable and helpful to the residents and public who require information or assistance. ■ To establish and maintain a positive working relationship with Smoky Lake County employees. ■ To continue and enhance communication to the Chief Administrative Officer to be informed on all issues or concerns that could affect the Peace Officer Program. <p>Decision Making: Independence of Action:</p> <ul style="list-style-type: none"> ■ Works under minimal supervision while on patrol. ■ Deals with the public in confrontational situations and must use own judgment to resolve them, based on instant relating to knowledge of laws and regulations. 																												
<p>4. Name of the Agency Contact Person in a Senior Management Position:</p> <p>Smoky Lake County: Lydia Cielin, Interim Chief Administrative Officer Box 310 4612 McDougall Drive Phone: 780-656-3730 Smoky Lake, Alberta Fax: 780-656-3768 T0A 3C0 E-Mail: cao@smokylakecounty.ab.ca</p>																												
<p>5. Statistical Date Required by the Director:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Types of Incidents</th> <th style="text-align: center;">2023</th> </tr> </thead> <tbody> <tr><td>Animal Control:</td><td style="text-align: right;">27</td></tr> <tr><td>Unsanitary Premises:</td><td style="text-align: right;">6</td></tr> <tr><td>Land Use Issues:</td><td style="text-align: right;">6</td></tr> <tr><td>Road Right of Way:</td><td style="text-align: right;">11</td></tr> <tr><td>Traffic Safety Issues:</td><td style="text-align: right;">0</td></tr> <tr><td>Iron Horse Trail</td><td style="text-align: right;">1</td></tr> <tr><td>Campgrounds</td><td style="text-align: right;">0</td></tr> <tr><td>Noise</td><td style="text-align: right;">3</td></tr> <tr><td>Fire Ban</td><td style="text-align: right;">2</td></tr> <tr><td>Landfill</td><td style="text-align: right;">1</td></tr> <tr><td>Littering</td><td style="text-align: right;">3</td></tr> <tr><td style="text-align: right;">TOTAL</td><td style="text-align: right;">60</td></tr> </tbody> </table> <p><small>Combined complaints, written warnings, and violation tickets.</small></p>			Types of Incidents	2023	Animal Control:	27	Unsanitary Premises:	6	Land Use Issues:	6	Road Right of Way:	11	Traffic Safety Issues:	0	Iron Horse Trail	1	Campgrounds	0	Noise	3	Fire Ban	2	Landfill	1	Littering	3	TOTAL	60
Types of Incidents	2023																											
Animal Control:	27																											
Unsanitary Premises:	6																											
Land Use Issues:	6																											
Road Right of Way:	11																											
Traffic Safety Issues:	0																											
Iron Horse Trail	1																											
Campgrounds	0																											
Noise	3																											
Fire Ban	2																											
Landfill	1																											
Littering	3																											
TOTAL	60																											
<p>6. An updated List of Peace Officer Employed and their Position in the Agency:</p> <p>Name: Tate Murphy Phone: 780-656-3730 Title: Community Peace Officer Fax: 780-656-3768 Agency: Smoky Lake County Cellular: 780-650-5006 Address: Box 310, 4612 McDougall Drive Smoky Lake Alberta T0A 3C0 E-Mail: tmurphy@smokylakecounty.ab.ca</p>																												

Carried.

8. Interim Chief Administrative Officer's Report:

Chief Administrative Officer - Report Period: December 2023 – January 19, 2024		
LEGISLATIVE / GOVERNANCE		
Projects	In Progress	Completed
<p>Aspen View Public Schools – DayCare Facility</p> <ul style="list-style-type: none"> ■ Aspen View Public Schools forwarded a Funding Agreement in regard to the Project for incorporating into the school the addition of a community daycare facility space as requested by the County and jointly with the Town of Smoky Lake. Attachment: L-1 ▶ May 6, 2020 – Motion J15-20 "That the Smoky Lake County and Town of Smoky Lake Joint Council as community stakeholders be mutual third-party investment funding partners to contribute funding in the amount of \$600,000.00 based on a funding formula of sixty percent (60%) County and forty percent (40%) Town, for the purpose of incorporating a community daycare facility into the Aspen View Public Schools' H. A. Kostash School Replacement Project, in the Town of Smoky Lake." ▶ May 6, 2020 – Motion J176-20 "That the Smoky Lake County and Town of Smoky Lake Joint Council notify Neil O'Shea, Superintendent of Aspen View Public Schools in regard to the funding commitment of \$600,000.00 towards the H. A. Kostash School Replacement building as per the May 6, 2020, Motion # J176-20; and request Mr. O'Shea pursue the development of a third-party funding agreement with Smoky Lake County and Town of Smoky Lake, as mutual third-party funding partners." <p>RECOMMENDATION: That Smoky Lake County execute the Funding Agreement with Aspen View Public Schools and the Town of Smoky Lake in respect to the joint investment to incorporate into the H.A. Kostash School the addition of a community daycare facility space of approximately 150m² constructed project cost of \$600,000.00; and release the County's financial commitment portion of 60% funding in the amount of \$360,000.00 to Aspen View Public Schools.</p>	2020	Jan. 25/24
<p>Smoky Lake Foundation</p> <ul style="list-style-type: none"> ■ E-mail sent on December 13, 2023 to the CAO's of Smoky Lake County Town of Smoky Lake, Village of Vilna and Waskatenau on behalf of the Board of Directors for Smoky Lake Foundation, with an attached "News Release": Smoky Lake Foundation Board Contracts Homeland Housing for CAO and Management Services for the Smoky Lake Foundation: Bar-V-Nook Supportive Living and Bar-V-Nook Manor, Vilna Lodge and seniors subsidized apartments in Smoky Lake and Waskatenau. Attachment: L-2 ■ As the Smoky Lake Foundation is an external committee of interest established by Ministerial Order for Smoky Lake County – acknowledge receipt of new Management Body effective December 11, 2023 being Homeland Housing contracted for CAO and Management Services. <p>RECOMMENDATION: That Smoky Lake County acknowledge that effective December 11, 2023, a contracted CAO and Management Services will be provided by Homeland Housing through their Chief Executive Officer, Raymond Cormie assuming administrative and operational leadership for the Smoky Lake Foundation: Bar-V-Nook Supportive Living and Bar-V-Nook Manor, Vilna Lodge and seniors subsidized apartments in Smoky Lake and Waskatenau.</p>	Dec. 13/23	Jan. 25/24

<p>Parks Canada Agency</p> <ul style="list-style-type: none"> Received an inquiry from a ratepayer through a Councillor in regards to a Memorandum of Understanding executed between The Parks Canada Agency and Smoky Lake County signed in 2007. Attachment: L-3 When the Victoria District was designated in Year 2002 as a national historic site of Canada. It was important for both parties to commemorate this landscape and capture the historical integrity of the site. The MOU was executed for this purpose outlining the responsibilities of each party to undertake with a 5-Year timeframe. Both the County and Parks Canada fulfilled its obligations for the establishment of the Victoria District National Historic Site of Canada; therefore the Agreement lapse as it was not necessary to terminate or renew this agreement. Thank you to the Heritage Board who was the lead in this project and for the work accomplished. <p>RECOMMENDATION: That Smoky Lake County acknowledge that the Memorandum of Understanding with Parks Canada Agency executed in Year 2007 for a 5-Year term in respect to each parties' obligations for the establishment of the Victoria District National Historic Site of Canada is no longer necessary; as Smoky Lake County implemented land use measures to preserve the historical integrity of this site.</p>	<p>Jan. 17/24</p>	
<p>ICC (Intermunicipal Collaboration Committee)</p> <ul style="list-style-type: none"> The ICF Bylaw No. 1365-20, Schedule "B" Working Group Terms of Reference states quantity of members appointed from Smoky Lake County to a working group established through the ICC is 2 Elected Officials and the CAO. The members appointed to the ICC Ad-Hoc Working Group Committee for Housing Opportunities and Initiatives were made at the August 23, 2023, Council Meeting by Motion 824-23: Councillor Halsky was appointed as the member and Councillor Serben as the Alternate. Then at the September 7, 2023, by Motion 846-23: Councillor Cere was appointed as an additional Alternate. <p>Recommendation: That Smoky Lake County appoint Councillor _____ as an additional member to the Housing Ad-Hoc Working Group Committee for Housing Opportunities and Initiatives and remove the alternate appointment of Councillor Cere & Councillor Serben, in accordance with Bylaw No. 1365-20 Schedule "B" Working Group Terms of Reference.</p>	<p>Jan. 16.24</p>	<p>Jan.25/24</p>
<p>Let's Go Rural High School Event</p> <ul style="list-style-type: none"> The Physicians and Health Care Professional Committee coordinated with Rural Health Professions Action Plan (RhPAP) to organize a Let's Go Rural High School Event Day scheduled for March 1, 2024. Expecting 40 students and 20 instructors and volunteers – total of 60 in attendance. This is a one-day program designed for high school students to explore the diverse field of rural healthcare and the various professions it offers. The event takes place during school hours and can be hosted at the local healthcare facility, school, or any other community space. The sub-committee (Barb Tywoniuk, Municipal Clerk) reached out by email on January 11, 2024 seeking donation of promotional items to include in swag bags. <p>NOTE: The County will be giving 60 hand Sanitizers & 60 bandana masks towards the event.</p>	<p>Jan. 11/24</p>	<p>Jan. 19/24</p>

ADMINISTRATIVE			
Projects		In Progress	Completed
<p>Shredding Services</p> <ul style="list-style-type: none"> Administration signed an agreement with Iron Mountain Secure Shredding Ltd. (Commercial Shredding Service) located in Edmonton. A secure shredding service company with over 60 years in business to safely and cost-effectively destroy unnecessary paper-based documents on-site. Significant cost-saving with Iron Mountain versus Shred-It Company. Cost: On-site visit \$120.00 for 5 consoles (approximately holds 100 lbs.) with Iron Mountain and cost with Shred-It was over \$300.00. 		Jan. 5/24	Jan. 15/24
<p>Legislative Stats: Year 2023</p> <ul style="list-style-type: none"> Policies: Amended: 10 / Rescinded: 17 / Adopted: 0 2023 Promotional Items: Provided Items for 25 Entities - Costs approximately \$980.00 			
Entity Name:	Item Description:	Items At Cost: (Appx)	Date:
Vilna Firemen's Ball	Chair, hat, gloves, water bottle, cooler	\$78.67	January 20, 2023
Contractors (Gas Dept)	Hat, lighters, water bottles (6)	\$63.60	February 15, 2023
Smoky Lake Curling Bonspiel	Lighters, cooler, jacket, gloves	\$88.92	February 20, 2023
Vilna Perogy Supper	Cooler, hat, gloves, notebooks	\$69.35	March 2 nd , 2023
LARA AGM	Chair, cooler, hat, gloves	\$69.31	March 7 th , 2023
Transfer site employees	Hats (9)	\$41.40	April 12 th , 2023
Lac La Biche Golf Tournament	Cooler, gloves, pens	\$33.87	May 9 th , 2023
Cancer Fundraiser	Cooler, gloves, water bottle	\$45.87	May 10 th , 2023
Kinettes Ladies Night	Jacket, water bottle, gloves, lighter	\$34.37	May 12 th , 2023
Emergency Preparedness Day	Cooler, water bottle, gloves, lighter	\$49.47	May 12 th , 2023
Lemonade Day	Chairs (2)	61.68	May 12 th , 2023
Golf Tournament	Cooler, water bottle, hat	\$37.47	May 31 st , 2023
Quiet Nook Community Hall	Cooler, water bottle	\$32.87	June 6 th , 2023
RCMP	Cooler, water bottle	\$32.87	June 6 th , 2023
AG poster contest winners	Cooler, water bottle	\$32.87	June 15 th , 2023
Legion Golf Tournament	Jacket, water bottle, hats	\$39.97	June 23 rd , 2023
Muni Corr Golf Tourney	Cooler, lighter, gloves, pens	\$39.47	July 27 th , 2023
Kinette Club	Cooler, lighter, jacket, mug, gloves	\$61.24	August 16 th , 2023
Bellis/Vilna COP's	Hat, gloves, lighter, mug pens	\$27.00	August 16 th , 2023
Range Pasture Tour	Mugs	\$5.00	August 22 nd , 2023
ADOA Conference	Cooler	\$20.87	August 31 st , 2023
ASB Conference	Gloves	\$13.00	September 7 th , 2023
Vilna Lodge Christmas Party	Winter jacket, lighter, pens	\$41.46	November 8 th , 2023
Barb MCarthy	Spring Jacket	\$18.77	November 15 th , 2023
Fire Department	Lighters, phone charger	\$8.95	November 29, 2023

<p>Lakeland and Community Association (LICA) Environmental Stewards</p> <ul style="list-style-type: none"> On January 11, 2024 – Motion 255-24 was approved: "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." A Memorandum of Understanding between Lakeland Industry and Community Association (LICA) and Smoky Lake County was executed by the County Loss Prevention Coordinator, as the lead representative on this initiative. Attachment: A-1 <p>Recommendation: That Smoky Lake County acknowledge that a Memorandum of Understanding with Lakeland and Community Association (LICA) was executed by Administration for the display of LICA's Air Quality Health Index (AQHI) lantern, with an at-will term modified by mutual consent by either party.</p>	Jan. 11/24	Jan. 15/24
<p>Alberta Municipal Health & Safety Association (AMHSA) - COR Maintenance Audit</p> <ul style="list-style-type: none"> On November 23, 2023 to November 30, 2023, our Loss Prevention Coordinator as the Auditor completed an Internal COR Maintenance Audit for Smoky Lake County. Audit consisted of 23 interviews conducted addressing 10 Element Sections Attachment: A-2 Percentage achieved: 90% Score Submitted to AMHSA on December 15, 2023. Recommendation: That Smoky Lake County acknowledge the internal COR Maintenance Audit completed on the County by the Loss Prevention Coordinator between November 23 to 30, 2023 received a 90% score; and was submitted to Alberta Municipal Health & Safety Association (AMHSA) on December 15, 2023. 	Nov. 23/24	Nov. 30/24
FINANCIAL		
Projects	In Progress	Completed
<p>Wildfire Community Preparedness Day Grant</p> <ul style="list-style-type: none"> Municipalities have the opportunity to apply for a "Wildfire Community Preparedness Day Grant" for \$500.00. Deadline date of January 31, 2024. <ul style="list-style-type: none"> Wildfire Community Preparedness Day is a national campaign that encourages citizens to take actions that increase their home, neighbourhood and community's resilience to wildfire and always observed on the first Saturday in May. In 2024, it will take place on Saturday, May 4. Residents of all ages all over the country are encouraged to come together at any time from May to October to host events to raise awareness of wildfire risk, etc. Administration (Trevor/Scott) will be applying for a \$500 grant to assist in funding our own Prep Day event: Emergency Preparedness Day: Last year we hosted the 3rd Annual Event held on May 12, 2023 at the Smoky Lake Ag Complex. Cost: \$1,793.08. <p>RECOMMENDATION: That Smoky Lake County submit an application for a "Wildfire Community Preparedness Day" Grant for the amount of \$500.00 with a deadline submission date of January 31, 2024 to assist with funding toward the preparation of the 2024 Emergency Preparedness Day Event.</p>	Jan. 17/24	

HUMAN RESOURCES		
Projects	In Progress	Completed
<ul style="list-style-type: none"> Staff Debrief: meeting is scheduled for January 30, 2024. Invite sent to staff on January 16, 2024 	Jan.16/24	
<p>Chief Administrative Officer (CAO) Recruitment: Position</p> <ul style="list-style-type: none"> In total – received 22 Applications. Spoke with HumanEdge c/o Todd Sharpe on January 18, 2024. Video Conference is scheduled for January 22, 2024 at 2:30 p.m. We also have two-hour window available at the County Meeting for HumanEdge to speak directly with Council. 	Jan. 18/24	
<p>Manager's Reports were submitted to the Interim Chief Administrative Officer for the Month of January. The majority highlights in these reports will capture and summarize the activities for Year 2023.</p> <ul style="list-style-type: none"> The Release of these reports to Council will be done through the "Release of Information" process to record as documentation having being done. 	Jan.19/24	
<p>Staff: Update</p> <ul style="list-style-type: none"> Natural Gas Department: Gas Technician, Retirement: January 12, 2024. Environment & Parks Department: Waste Management Operator Retirement: January 10, 2024: Job Posting released on January 12, 2024 – closing date: January 31, 2024. Planning and Development: Planning Technician: 3-Month Leave as of January 30, 2024. 	Jan. 2024	
COMMUNITY		
Projects	In Progress	Completed
<p>Vilna & District Agricultural Society</p> <ul style="list-style-type: none"> Request received from Jackson Mackenzie and Rebecca Green, Office Manager, on January 12, 2024 for a Letter of Support for the Vilna & District Agricultural Society. Attachment: C-1 Grant Application under the Community Initiatives Program (CIP) for funding towards the Cowboy Fest on July 19-20, 2024 celebrates the heritage of classic cowboy poetry. Submission for grant was January 15, 2024. <p>RECOMMENDATION: That Smoky Lake County acknowledge action taken by the Reeve to provide a Letter of Support to the Vilna & District Agricultural Society for a grant application under the Community Initiative Program (CIP) in support towards the Cowboy Fest – a heritage of classic cowboy poetry.</p>	Jan. 21/23	Nov. 30/23
TRAINING / MEETINGS		
ACTION LIST		
November 23, 2023 Council Meetings		ATTACHMENT: AL-1

Funding Agreement with Aspen View Public Schools

285-24: Halisky That Smoky Lake County execute the Funding Agreement with Aspen View Public Schools and the Town of Smoky Lake in respect to the joint investment in the amount of \$600,000.00 to Aspen View Public Schools from Smoky Lake County and Town of Smoky Lake, to incorporate a community daycare facility space of approximately 150m² into the new H. A. Kostash School; and release the County's financial commitment portion of 60% in the amount of \$360,000.00 to Aspen View Public Schools.

Carried.

Smoky Lake Foundation – Management Services through Homeland Housing

286-24: Fenerty That Smoky Lake County acknowledge, effective December 11, 2023, a contracted Chief Administrative Officer and Management Services will be provided by Homeland Housing, through their Chief Executive Officer, Raymond Cormie, who will assume administrative and operational leadership for the Smoky Lake Foundation: Bar-V-Nook Supportive Living and Bar-V-Nook Manor, Vilna Lodge and seniors subsidized apartments in Smoky Lake and Waskatenau.

Carried.

Memorandum of Understanding with Parks Canada Agency

287-24: Céré That the documentation received by Smoky Lake County, titled: "Memorandum of Understanding" (MOU), between The Parks Canada Agency (Elk Island National Park of Canada) and Smoky Lake County, executed in Year-2007 for a 5-Year term, in respect to each party's obligations in commemorating the Victoria District, through a plaque installation following its designation as a national historic site, be **deferred** to allow time to research the relevance of having an MOU renewed defining Smoky Lake County and Park Canada Agency's current relationship.

Carried.

Housing Opportunities and Initiatives Ad-Hoc Working Group Committee

288-24: Céré That Smoky Lake County appoint Councillor Serben as an additional member to the Housing Opportunities and Initiatives Ad-Hoc Working Group Committee, establish through the Smoky Lake Region Intermunicipal Collaboration Committee (ICC), and confirm Councillor Halisky as the other member, and remove the "alternate" appointments of Councillor Céré and Councillor Serben, in accordance with Bylaw No. 1365-20 Schedule "B" Working Group Terms of Reference.

Carried.

Councillor Céré, left Council Chambers, time 9:45 a.m.

Councillor Céré, entered Council Chambers, time 9:47 a.m.

Councillor Gawalko, virtually left the meeting with technical difficulties, time 9:50 a.m.

Memorandum of Understating for LICA's Air Quality Health Index (AQHI) Lantern

289-24: Halisky That Smoky Lake County acknowledge the Memorandum of Understanding with Lakeland and Community Association (LICA) was executed by Administration on January 15, 2024, to allow for the installation and display of LICA's Air Quality Health Index (AQHI) lantern within the County's Main Office at 4612 McDougall Drive, Smoky Lake, with an at-will term modified by mutual consent by either party.

Carried.

One member of the public, virtually joined the meeting, time 9:52 a.m.

Internal COR Maintenance Audit

290-24: Fenerty

That Smoky Lake County acknowledge the internal COR Maintenance Audit in respect to the County's health and safety management system, completed by the County's Loss Prevention Coordinator, between November 23 to 30, 2023, received a 90% score and was submitted to the Alberta Municipal Health & Safety Association (AMHSA) on December 15, 2023.

Carried.

Wildfire Community Preparedness Day Grant Program - Application

291-24: Fenerty

That Smoky Lake County submit an application to the "Wildfire Community Preparedness Day" Grant program by the submission deadline date of January 31, 2024, for potential funding in the amount of \$500.00 towards the County's 2024 Emergency Preparedness Day Event on a date to be determined.

Carried.

Vilna & District Agricultural Society Community Initiative Program (CIP) Application

292-24: Fenerty

That Smoky Lake County acknowledge action taken by the Reeve in providing a Letter of Support to the Vilna & District Agricultural Society, for their grant application under the Community Initiative Program (CIP), towards their event: Cowboy Fest – a heritage of classic cowboy poetry, scheduled for July 19-21, 2024.

Carried.

Addition to the Agenda:

Bellis Veterinary Services 30th Anniversary

293-24: Halisky

That Smoky Lake County issue a Certificate of Appreciation in celebration of Bellis Veterinary Services' 30th Anniversary of operating business in Smoky Lake County.

Carried.

Interim Chief Administrative Officer Report

294-24: Céré

That Smoky Lake County Council accept the Interim Chief Administrative Officer Report, for the period of December 2023 to January 19, 2024, for information.

Carried.

9. Council Committee Reports:

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

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

December 18/23, attended LARA board of directors meeting discussed truck replacement and decided to go with a new unit, also talked about Smoky Lake funding and will put off ordering a new hay probe till a decision is made with them and also approved the 2024 draft budget, Alyssa will be doing a policy review with our consultant. Wanda gave her chair report attended the Farm Transition event in Smoky Lake and talked about some funding opportunities, Alyssa gave the directors report the grain and silage trials received 100% approval, attended the LICA meeting on Nov. 23 and Dec, 21, will be going over requirements for the RDAR funding and also attended the ASB meetings for several municipalities, upcoming events

January 31- Water and Livestock health webinar

February 7 Overcoming challenges in weed management in regenerative agriculture @ Vilna

February 9 Farmer appreciation night Glendon

February 13 sheep and goat forum Elk Point

February 21 gardening workshop

March 6 LARA AGM Goodridge

-December 21/23 attended the Evergreen Regional waste commission meeting with councillor Lorne Halisky also in attendance, discussed the Beaver river commission meeting, the ramp and road is finished so walking floor trailers can access the cell, the inert waste cell construction will begin in 2024, and we

purchased gas clip monitors to use around the leachate well, Ashley gave the financials, Paul gave the managers report, compactor trunnions are wore out and were replaced wheels were hard surfaced the JCB loader has sensor issues, he gave a sheet about the paint reimbursement and the information on the Alberta CARE AGM and spring conference.

-January 18/24 attended the Evergreen Regional waste commission, management had a meeting with Omni McCann engineers need a design plan 90 days prior to starting construction on a new cell, Beaver river waste commission will start a trial run hauling waste to Lafond, Ashley gave the finances, Paul gave the managers report, in the extreme cold the main shop froze up, the JCB loader accumulator pump is wore out, the metal recyclers are on site and the shredder is coming Feb/March 1500 hundred mattresses to shred we charge non-members 10.00 a mattress he gave some information on the spring Alberta CARE conference and the SWANA conference also an update on the EPR program is available February 23 next meeting is February 15 in St. Paul

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

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

November 24, 2023 – Northern Lights Library System – via Zoom – 10:00 a.m.

- Discussion on policies. Given the size of the Board and the lengthy process of development and approval, policies are voted on as an omnibus motion. If requested, a policy can be remove and voted upon individually. If done as an omnibus motion, they are all either accepted or rejected. A new policy adopted is Electronic fund transfers. A number of policies are up for revision which will be brought back to a future meeting. The budget was approved in principle in August, and formally adopted today. Sixteen municipalities have accepted approval of proposed 1.5% increase. The 2024-2026 Plan of Service was accepted by all. ALTA report accepted for information, as well as Library Managers Council report. NLLS budget is very close – a few budget lines were overspent, but all in all, we are every close.
- I did some research on Alberta libraries, and discovered some interesting facts:
 - There are 326 public libraries in Alberta with 7 regional library systems managing them.
 - 317 out of 350 (91%) of municipalities provide access to library services. Of the 33 that do not provide any level of service, many are Summer Villages
 - People in Alberta had access to 14 Million books, CD's, DVD's, ebooks and other materials.
 - The image below is the Northern Lights Library Services region. It extends from Breynat to Edgerton, Morinville to Sputnikow. NLLS serves 57 municipalities, 49 libraries, with a total population of 177,940.

November 28, 2023 – Pumpkin Patch Daycare – County Chambers

- Minutes from previous meeting were adopted. One employee switched to casual, 1 full-time staff short. Discussion on having a locked box for complaints. The school is licensed for 25 children. Heidi went through activities the children are participating in. The children to have a Christmas party with the Seniors' Centre. Policy review – Potential Health Risk & Illness – will be amended. Closed session.

December 11, 2023 – Muni-Corr – via Zoom – 10:00 a.m.

- Draft bylaws were presented, approved, and will be sent to municipal members for implementation. Question from Tammy Thompson regarding hunting & treaty rights on the trail. Anything outside of Crown property requires permission.
- The draft land book was reviewed by members, some properties are missing. Each municipality will be contacted to ensure precise information is entered. For example, CN was still listed as land owner on some properties.
- Staff was instructed to obtain a quote from JMD for Compilation of Engagement for January 15 meeting.
- RRTS – Marvin is replacing door locks at Heinsburg. He will be meeting with OHVA President regarding Provincial Funds. OVHA to prepare a report on how funds are distributed and spent. Alberta TrailNet to meet with Minister regarding funding, and to keep local MLA's informed. Executive report accepted for information. Draft budget 2024 was reviewed and well as Financial Report.

January 15, 2024 – Muni-Corr – via Zoom – 10:00 a.m.

- Compilation of Engagement – 3 quotes received, and we approved hiring Carlson, Roberts, & Seeley. It was agreed that changing auditors in a good practice.
- Viina Solar Project – we have no issues with being an adjacent landowner to the Solar Project, but are going on record advising them of the dust from ATV's on the trail.
- 2024 Budget – approved
- Delegation – Chris Downs, Travel Alberta – it may be a good idea to get him to do a presentation to our County.
- RRTS – Groomer is only partially repaired, fortunately there is not a lot of snow. Cold Lake Snowmobile Club has been doing some brush clearing
- Executive report – accepted.
- County of St. Paul has done a rebuild and widening of St. Edouard (Edouardville) Coulee, but have taken a small portion of Iron Horse Trail. We will be requesting compensation.
- Request for grant from Community Grants was declined.
- Financial report – accepted.

January 17, 2024 – Community Futures – St. Paul – 5:00 p.m.

- Delinquency/Loan Portfolio/Loans/Client Supports – closed session
- Monthly financial – new system is in place, Xero, which Penny says is phenomenal and has reduced the time staff have spent previously.
- Judith has officially retired, new Planning/Admin person is Dana Smyl who is working 4 days/week.
- Digital Service Squad has assisted 164 businesses in the Region, we are hoping to get funding to continue this service.

January 22, 2024 – Ukrainian Twinning Committee – 10:00 a.m.

- Lorne appointed as Chair, Marianne Procki-Zaruskis is Vice-Chair
- Village of Vilna withdrawal from Committee – deferred to next meeting, managing partner and Chair will contact Vilna Council for clarification.
- Thank you letter to Community Futures for their donation – will be hand-delivered by Melody/Linda at next CF meeting.
- Education Project update – Kosiv is currently preparing videos of some students which will be shared with schools in Smoky Lake County.
- Contract renewal – Michelle Wright contract was not renewed and Town will manage Committee Projects and administration after February 1, 2024. Dawn & Michelle will meet – re: ongoing projects, Michelle to present written report.
- Ongoing projects with Kosiv – to set up a meeting with Kosiv and determine ongoing projects.
- Financials – balance o/s is \$3,209.72 – request by Marianne that updated financials be presented at every meeting. Carried
- Next meeting: at call of chair.

Other Meetings

- November 23, 2023 – Vilna Solar Project – Vilna Cultural Centre – 6:30 p.m.
- December 4, 2023 – Policy Committee Mtg. – Council Chambers – 10:00 a.m.
- December 5, 2023 – County Budget Mtg. – Council Chambers – 9:00 a.m.
- December 8, 2023 – Metis Nation of Alberta – Council Chambers – 12:00
- December 12, 2023 – County 2024 Budget Open House – via zoom – 7:00 p.m.
- December 13, 2023 – Smoky Lake Region ICC Mtg (Fire Services) – Council Chambers – 10:00 a.m.
- December 14, 2023 – County Council Mtg. – Council Chambers – 9:00 a.m.
- December 20, 2023 – Community Futures (Digital Services Squad) – IT session (a.m.)/Meeting w/Economic Development Officer, Linda Salstrom regarding Economic Development (not submitted on expense claim). This was done for information purposes to learn the role of economic officer in a community.
- January 9, 2024 – TSI meeting & Smoky Lake Region Fire & Rescue – Curling Rink – 9:00 a.m.
- January 11, 2024 – County Council Mtg. – Council Chambers – 9:00 a.m.
- January 16, 2024 – Smoky Lake RCMP Crime Prevention Town Hall – National Hall – 6:30 p.m.
- January 19, 2024 – Healing Waters Discussion – Council Chambers – 1:00 p.m.
- January 23, 2024 – Webinar: 2023 Year in Review & 2024 Outlook – via zoom – 11:00 a.m.
- January 24, 2024 – Webinar: Smart Governance: Leveraging Data for Better Municipal Management – via zoom – 10:00 a.m.
- January 25, 2024 – County Council Mtg. – Council Chambers – 9:00 a.m.

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

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

December 14, 2023 – Municipal Planning Commission – 2 p.m.

- Application for an Animal Breeding and/or Boarding Facility and Accessory Buildings; approved.

December 13, 2023 – Smoky Lake Region ICC Meeting – 10 a.m.

- Reviewed budget and funding formulas again and respective councils are to return to the next meeting (scheduled for 9 a.m. on January 29) prepared to discuss and finalize decisions relating to: which funding formula we will use, fire fighter pay, as well as full time vs part time members. It was also recommended we return with an actual count of how many fire hydrants are in the Region.

January 11, 2024 – Municipal Planning Commission – 2 p.m.

- Application for a Manufactured Home; approved.

Other Meetings

- December 04, 2023 – Policy Committee Mtg. – Council Chambers – 10:00 a.m.
- December 05, 2023 – County Budget Mtg. – Council Chambers – 9:00 a.m.
- December 08, 2023 – Metis Nation of AB. Mtg. – Zoom – 12:00 p.m.
- December 12, 2023 – 2024 County Budget Open House – Zoom – 7:00 p.m.
- December 13, 2023 – Joint Health and Safety Mtg. – Zoom – 8:00 a.m.
- December 13, 2023 – Smoky Lake Region ICC Fire Services Mtg. – Council Chambers – 10:00 a.m.
- December 14, 2024 – Regular County Council Mtg. – Council Chambers – 9:00 a.m.
- December 14, 2024 – Public Hearing – Council Chambers –
- December 15, 2023 – Smoky Lake Foundation Mtg. – Bar V Nook – 9:00 a.m.
- January 08, 2024 – Warspite Hall Association Special Mtg. – Warspite Hall - 7 p.m.
- January 09, 2024 – TSI & Smoky Lake Region Fire Services Mtg. – Curling Rink – 9 a.m.
- January 09, 2024 – Warspite Hall Association Special Mtg.- Warspite Hall – 7 p.m.
- January 11, 2024 - Regular County Council Mtg. – Council Chambers – 9 a.m.
- January 16, 2024 – Ad Hoc Housing Mtg. – Zoom – 9 a.m.
- January 19, 2024 – Smoky Lake Foundation Mtg. – Bar V Nook – 9 a.m.
- January 19, 2024 – Committee of the Whole – Council Chambers – 1 p.m.
- January 25, 2024 – Regular County Council Mtg. – Council Chambers – 9 a.m.

Division Four Councillor's Report on various Committees, Boards & Commissions

Lorne Halisky – Division Four Councillor's report from various Committees, Boards and Commissions:

November 16, 2023 – Alberta's Lakeland DMO Meeting (Lorne - virtually)

- Tourism Partnership Updates were given on Kalayna Country and how they play apart in tourism in the Lakeland, PrairiesCan Projects are still on pace for completion.

- Website - 448% increase in traffic and 413% new user increase.
- Lakeland DMO Representatives attended Power Up North in Cold Lake and sponsored a lunch showing DMO Region video/Q&A.
- Lakeland Representative attended Northeast Alberta HUB Meeting presenting DMO Region video/Q&A.
- Treasurers report was giving with all in good standing.
- Drafting an MOU for partnership with Lakeland DMO and Kalyna Country.
- Next Meeting is scheduled for January 18, 2024.

November 28-30, 2023 – Federation of Alberta Gas Co-ops Conference (Lorne and Dan in-person)

- Toured the Trade Fair to learn about new technologies, services and build connections etc.
- Attended the Gas Alberta Annual AGM and it appears all is in good standing regarding gas volumes, inventory, and competitive below other providers pricing etc.
- Minister Neudorf welcomed and opened the conference discussing the importance of gas co-ops infrastructure and services in rural Alberta.
- MLA and GOA Minister Open Forum demonstrated the GOA's commitment to natural gas needs and services, decreasing or removing carbon levy on essential services and agriculture use, carbon capture programs/projects etc.
- Five resolutions were presented and passed.
- Financial report was presented by Metrix Group LLP with all in good standing.
- Aon Reed Stenhouse FedGas Insurance Reciprocal Exchange discussed insurance services including for gas loss, cyber security, member discounts etc.
- Alberta Municipal Affairs discussed linear/equipment assessment requirements etc.
- Attended Banquet to build relationships, partnerships, collaborate etc.
- MLA Shane Getson discussed getting natural gas to tide water and economic corridors etc.
- Canadian Gas Association, Paul Cheliak had a presentation on the need for gas is a reality and transitioning away from gas is most likely not evitable, educating people and modernizing utility acts/codes & standards is needed.
- Keynote Speaker Jody Urquhart discussed bringing the change you want to be.

December 06, 2023 – Highway 28/63 Regional Water Services Commission Meeting (Lorne and Dan in-person)

- Appointment of Chair (Lorne Halisky) and Vice Chair (Joyce Pierce) and other appointments for services etc. took place.
- Received updates from the Interim Manager, Finance Manager, and Engineers.
- Re-appointed Associated Engineering Alberta Ltd. of another Standing Offer Agreement (SOA) for a term January 01, 24 to December 31, 24.
- Approved JMD Group LLP Audit Plan and Objectives/Scope for 2023 Financial Audit.
- Board Member Appointments were presented.
- Next Meeting is scheduled for February 29, 2024.

December 13, 2023 – Northeast Alberta Alliance for Growth & Opportunity NAAGO Meeting (Lorne - virtually)

- Discussed writing Mandate Letters for all GOA Ministers, MLAs, and the Premier with a lobbyist writer on who, what, how etc. is the NAAGO Group and the Northeast Region.

Reeve & Division 5 Councillor's Report on various Committees, Boards and Commissions

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

November 17, 2023 – Smoky Lake Foundation Meeting (Jered & Dominique)

- Organizational meeting: Jered elected as Chairperson, Tammy – Lynne Thompson as Vice Chairperson.

November 20, 2023 – Council Budget Workshop (All Council)

- The Finance Manager reviewed budgetary procedures and operational impacts from the budget.

November 21, 2023 – Council Budget Meeting (All Council)

- Approved changes to be incorporated into the: draft Five-Year Road Plan for 2024-2028, draft 2024 Capital Plan Budget, and the draft 2024 Interim Budget.
- Scheduled a Virtual Open House for public feedback to be held December 12, 2023.

November 21, 2023 – Joint County & Waskatenau Council Meeting (All Council)

- Received a verbal request from Lakeland Catholic School Division (LCSD) to fund a daycare space in Waskatenau's new school and requested the 'ask' to be in writing.
- Recommended the LCSD adjust the design of the new school for potential future integration of a daycare.

November 23, 2023 – Regular Council Meeting (All Council)

- Approved to donate \$240 to the Smoky Lake Food Bank.
- Approved funding of \$673.22 to the Ukrainian Orthodox Society of Spedden.
- Confirmed the Property Tax Sale reserve bids.
- Approved FCCS funding of \$5,000 to Smoky Lake Agricultural Society and \$900 to Victoria Trail Ag Society.

- Amended Policy 02-12-04: Peace Officer Traffic Safety Plan.
 - Received the 3rd Annual 2023 Junior Firefighter Summer Day Camp financial report.
 - Agreed to partially fund the wages for 2 Smoky Lake Fire Department work experience students.
 - Awarded the contract for the Smoky Lake Region Investment Attraction Strategy to Michelle Wright.
 - Rejected an offer to purchase Plan 2562BS; RLY; 59 for \$4,500.
 - Gave first reading to Bylaw No. 1453-23: Land Use Bylaw Amendment for Supportive Living Facilities, Establishment of a Direct Control District for Supportive Living Facilities & Rezoning.
 - Approved the letters sent to the Minister of Agriculture and Irrigation as well as to the Deputy House Leader, Critic for Agriculture, Forestry and Rural Economic Development, about Smoky Lake County being exempted from the 2023 AgriRecovery Program for Livestock Producers.
 - Reconfirmed the purpose of the Lake Subdivision Wayfinding Signage is for the purpose of emergency services and promoting public awareness of the subdivision's layout and municipal reserve locations.
 - Approve to readvertise for the CAO position with more specific educational requirements.
- November 23, 2023 – Vilna Solar Project Open House (Jered, Linda, Dan)
- Received information from the developer about the stages of the project from immediate plans to long-term goals.
- November 24, 2023 – Virtual Meeting with Minister of Justice (All Council)
- Advocated for attention to the flaws in the Justice System and rampant Rural Crime, to find a solution.
 - Advocated for harsher conditions/sentencing for prolific criminals.
 - Advocated for enhanced rural policing
- December 4, 2023 – Policy Committee Meeting (All Council)
- Reviewed: Policy Statement No. 01-46-02: Social Media; Policy Statement No. 03-14-12: Haul Road Agreement; and Policy Statement No. 01-53-01: Treaty 6 & Land Acknowledgement.
 - Recommended Policy Statement No. 01-03-28: Organizational Chart, be reinstated and amended to include an Out-of-Scope Non-Union 11-Step Salary Grid; and recommended some municipal committees be facilitated under "Council Committee of the Whole" and incorporated into a new bylaw outlining the terms of reference.
- December 5, 2023 – Council Budget Meeting (All Council)
- Approved to pursue a hybrid Vehicle Replacement Program in 2024, of purchasing vehicles (which are to be kept within the fleet until there is no significant value is left) while phasing out any vehicles acquired under existing/upcoming leases.
 - Approved further changes to the draft Five-Year Road Plan for 2024-2028.
 - Approved "acting pay" compensation to Lydia Cielin, in the amount of \$18,900.00, for duties performed as the Interim CAO, during the 7 (seven) Months from June to December 2023.
- December 8, 2023 – Virtual Métis Nation of Alberta (MNA) Supportive Living Info Session (All Council)
- Attended the MNA information session in respect to a proposed Supportive Living Facility that they wish to build between the North Saskatchewan River and Victoria Trail, in the County.
- December 12, 2023 – Agricultural Service Board Meeting (Dan, Jered & Dominique)
- Dan Gawalko was acclaimed as the Chairperson of the ASB & Jered Serben as the Vice-Chairperson.
 - Recommended the County fund local producer's memberships to Lakeland Agricultural Research Association (LARA) in lieu of a any direct municipal contribution to LARA's 2024 operating budget, and have the County's Ag. Department provide in-house extension events.
 - Recommended the County's Policy No. 62-12-03: Clubroot, be amended to be a checklist instead of an agreement.
 - Recommended the County's No. 62-10-08: ASB Business Plan, be updated to align with changes made to the Mowing Program Policy and fulltime Animal Control Technician.
 - Recommended the County buy a \$1,000 membership to the Alberta Invasive Species Council.
 - Reviewed and supported all the 2024 Provincial Agricultural Service Board Resolutions numbers 1-24 through 7-24.
- December 12, 2023 – Virtual Open House for 2024 Budget (All Council)
- The Finance Manager presented the 2024 balanced budget based on the following:
 - No change in service levels,
 - Planned transfers to reserves have been removed,
 - Equipment replacement has been deferred,
 - Maintenance costs will increase as a result of above,
 - The Road Plan is based on feedback from Council and Management,
 - The assumption that the LGF grant will be equal to the MSI grant received in 2023,

- The predicted increase in policing costs of 50% (from \$191,242 to \$255,000),
- Escalation of costs due to inflation,
- Crush Gravel for \$450,000,
- Interest rates earned on funds will be approximately 5%.

December 13, 2023 – Joint Health & Safety Meeting (Dominique)

- Organizational meeting held and reviewed the formal safety inspection results, training completed, 3 incidents, Committee Member reports, safety correspondence.

December 13, 2023 – Smoky Lake Region Intermunicipal Collaboration Committee (ICC) Meeting (All Council)

- Cory Whitlock, Whitlock Contracting Ltd., was a delegation to provide insight from the perspective of a highly qualified resource to aid the Committee in determining the Regional Fire Services Budget and Funding Formula.
- Provided administration direction to for creating budget options.
- Recommended switching all fire hydrants to a universal connection and ensure engineering standards are met.

December 14, 2023 – Regular Council Meeting (All Council)

- Held a moment of silence to honour Johnny Cherniwchan, former Councillor for Division Two.
- Approved to waive a one-time sewage connection fee of \$2,500 to a resident of Bellis.
- Approve the Five-Year Consolidated Capital Budget with \$8,004,721 in 2024, \$10,907,927 in 2025, \$6,453,116 in 2026, \$5,678,001 in 2027, and \$3,523,117 in 2028.
- Approve the 2024 Interim Municipal Budget with revenues of \$22,494,464 and total Expenditures of \$24,538,764, not including amortization of \$2,044,300.
- Amended Policy Statement No. 01-53-02: Treaty and Indigenous Acknowledgement.
- Adopted the 2024 Natural Gas System Operating Budget with a total revenue of \$3,025,220 and total expenditures of \$3,220,220 (including amortization).
- Adopted the 2024 Natural Gas System Capital Budget with total revenue in the amount of \$267,000 and expenditures in the amount of \$317,000.
- Approved \$2,500 of FCSS funds to the Holubka Dancers for Parent Volunteer Appreciation.
- Approved \$500.00 to sponsor 2 Smoky Lake Curling Association rock handles.
- Approved to execute the “Agreement for Access to Information As Required by the Access to Motor Vehicle Information Regulation” in relation to the Peace Officer Program.
- Approved an unbudgeted expense of \$68,499.59, for unforeseen circumstances relating to bridge BF13398 crossing Cache Creek on Rge Rd 130, at NW07-60-12W4.
- Approve \$1,005.50 to the Royal Canadian Legion Smoky Lake Branch #227 for building repair materials.

December 14, 2023 – Public Hearing (All Council)

- The Public Hearing was from 9:20am to 2:08pm to receive public input on Bylaw No. 1453-23: a Bylaw of Smoky Lake 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’.
- No further decisions were made on the bylaw that day.

December 14, 2023 – Municipal Planning Commission Meeting (All Council)

- Organizational meeting was held, Councillor Céré is the Chairperson & Councillor Gawalko is the Vice-Chairperson.
- Approved Development Permit No. 030-23: PLAN 1324097, BLOCK 1, LOT 1 (PT. NW-36-58-13-W4M) for the development of an Animal Breeding and/or Boarding Facility, Greenhouse, Shed, Coop & Detached Garage, subject to conditions.

December 15, 2023 - Smoky Lake Foundation Meeting (Jered & Dominique)

- Contracted Homeland Housing to operate the Foundation and to conduct an operational review.

January 9, 2024 – Smoky Lake Region Fire & Rescue Committee Meeting (All Council)

- Organizational meeting held, Deputy Reeve: Linda Fenerty was acclaimed as the Chairperson and Town Mayor Amy Cherniwchan was acclaimed as the vice-chairperson.
- Received a presentation from Transitional Solutions Inc., about Phase 3 of the Smoky Lake Regional Fire Services.
- Recommended the municipalities provide advocacy direction their respective Municipal Association: Rural Municipalities of Alberta (RMA) or Alberta Municipalities (AM) to address “Declining Fire Department Services Across Rural Alberta”.
- Recommended exploring and considering Municipal Property Tax Incentives relating to firefighters living and serving within the Smoky Lake Region.

January 11, 2024 – Regular Council Meeting (All Council)

- Approved \$400 Municipal Tourism Partnership / Annual Membership to Go East Regional Tourism Organization.
- Approved a Recreational Trail Roadway License Agreement RLA-002-23, with the Smoky Lake Trail Twisters Snowmobile Club for Rge Rd 171, between Twp Rd 595A & Twp Rd 621.

- Denied fence compensation to former leasee of NE 23-60-13-W4M, as per the conditions of the Surface Lease Agreement.
- Agreed to sell County-Owned land PT. SE-09-58-15-4W, containing +/- 20.04 acres (+/- 8.10 hectares), to Raymond Serafinchon, in the amount of \$50,000.00 + GST.
- Amended Policy Statement No. 62-12-03: Clubroot.
- Approved a bronze membership in the amount of \$1,000.00 to Alberta Invasive Species Council.
- Approved to sponsor \$500 towards "The Original Grazing School for Woman" on March 2, 2024.
- Deferred making a decision for Municipal Funding towards Lakeland Agricultural Research Association (LARA).
- Approved to give \$500 towards Smoky Lake Stars U7 Minor Hockey team's hockey tournament.
- Approved \$1,706 of FCSS grant to Village of Waskatenau Library Board for a Board Game Program.
- Approved \$1,875 of FCSS grant to Vilna & District Agricultural Society for a Volunteer Appreciation Dinner.
- Approved to **not** receive any Cost of Living (COLA) increment in 2024 for Council.
- Approved renew the \$808.73 Federation of Canadian Municipalities (FCM) membership.
- Recommend the Town of Smoky Lake, 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.
- Acknowledged receipt of Alberta Community Partnership (ACP) 2023-24 grant funding
 - \$99,900 to Smoky Lake County, in support of the Smoky Lake Region Municipal Land Use Suitability Tool (MLUST) project,
 - \$200,000 to Village of Vilna, in support of the Smoky Lake Regional Water and Wastewater Infrastructure project, &
 - \$200,000 to Village of Waskatenau, in support of the Smoky Lake Regional Recreation Services Strategy project.
- Acknowledged the Minister of Environment & Protected Areas, received is requesting municipalities to undertake preparations for drought in 2024, and agreed to prepare.
- Agreed to renew a Standing Offer Agreement (SOA) with Associated Engineering Alberta Ltd for 3 more years.
- Denied 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.
- Approved to engage Human Edge Executive Search, for \$15,000.00 plus GST, to help recruit a County CAO.

January 11, 2023 – Municipal Planning Commission Meeting (All Council, except Lorne)

- Approved Development Permit No. 001-24: PLAN 7520244, BLOCK 5, LOT 19, for the development of a Manufactured Home, subject to conditions.

Reeve's Report and Councillors Reports

295-24: Céré

That Smoky Lake County's Reeve Report received for the period of November 16, 2023, to January 11, 2024, be posted to the County's website and the Councillors reports on various committees, boards and commissions, be accepted as presented.

Carried.

10. Correspondence:

Alberta Crown Prosecutor Services - Follow-up to Meeting with Minister Amery

296-24: Fenerty

That Smoky Lake County acknowledge receipt of the email from Alberta Crown Prosecutor Services, dated December 22, 2023, providing a follow-up to the meeting held between the County and Minister Amery on November 24, 2023, and asking the Deputy Chief Prosecutor for the Fort Saskatchewan Crown Office and the Chief Prosecutor responsible for all the regional prosecutors in the province to facilitate a meeting between their staff and the County.

Carried.

Community Justice Centre - Ministry of Justice release: “What We Heard” Report

297-24: Céré

That Smoky Lake County acknowledge receipt of the email from Community Justice Centre, dated January 16, 2024, in respect to how the Ministry of Justice’s release of the “What We Heard” report of the outcomes from the Community Justice Center (CJC) engagement conducted from September 2022 and April 2023, underscores the imperative need for attention in the event that Alberta moves forward with the development and implementation CJs.

Carried.

Retirement of Deputy Commissioner, Commanding Officer Alberta RCMP

298-24: Halisky

That Smoky Lake County acknowledge receipt of the letter from RCMP Commanding Officer Alberta, dated January 9, 2023 [2024], announcing the retirement of C.M. (Curtis) Zablocki, M.O.M., Deputy Commissioner, Commanding Officer Alberta RCMP.

Carried.

Utility Safety Partners - Proposed Damage Prevention Legislation

299-24: Halisky

That Smoky Lake County acknowledge receipt of the email from Utility Safety Partners, dated December 14, 2023, in respect to the proposed Damage Prevention Legislation, and forward the information to Natural Gas Manager response.

Carried.

Public Safety and Emergency Services (PSES) Engagement Team

300-24: Halisky

That Smoky Lake County Council who can attend – attend the virtual Public Safety and Emergency Services (PSES) Engagement Team’s Central district – Information session on the Provincial Police Advisory Board, scheduled for Tuesday, February 6, 2024, in response to the email received from the Public Safety and Emergency Services (PSES) Engagement Team, dated January 15, 2024, requesting input into changes to police governance following the recent legislative amendments to the Police Act.

Carried.

Alberta Agriculture & Irrigation - Response County’s Agri-Recovery Program Exemption

301-24: Fenerty

That Smoky Lake County acknowledge receipt of the letter from the Minister of Agriculture and Irrigation, dated December 19, 2023, encouraging County producers to discuss insurance option with their local AFCS (Agriculture Financial Services Corporation) branch, in response to the County’s November 7, 2023, letter of concern in respect to being exempt from the Agri-Recovery Program.

Carried.

Refocusing Alberta’s Health Care System Engagement Sessions

302-24: Halisky

That Smoky Lake County Council who can attend – attend the various Refocusing Alberta’s Health Care System Engagement Sessions organized by the Alberta Health System Refocusing Team, as per their email dated January 16, 2024, as an opportunity to engage directly with elected and senior leaders from the Government of Alberta.

Carried.

11. Information Releases:

303-24: Céré

That Smoky Lake County Council’s “Information Releases” received within the period of November 16, 2023 to December 22, 2023, listed as follows, be filed for information:

Information Release	
Date Released	Number/Information Released
November 16, 2023	R222-23: Berign Energy Canada Inc Letter – Premier Danielle Smith and Renewable Energy
November 16, 2023	R223-23: Smoky Lake Heritage Board Draft/Regular Meeting Minutes- July 2023
November 16, 2023	R224-23: Go East of Edmonton – Christmas Spirit
November 17, 2023	R225-23: UCC-APC Newsletter November 16, 2023
November 21, 2023	R226-23: Northeast Lakelands Discovery Report 2023
November 21, 2023	R227-23: RMA Contact Newsletter November 17, 2023
November 21, 2023	R228-23: FCM Newsletter November 20, 2023
November 21, 2023	R229-23: UCC – APC Newsletter November 20, 2023
November 21, 2023	R230-23: Alberta HUB Meeting Minutes October 26, 2023
November 22, 2023	R231-23: Victoria Mission Newsletter November 2023
November 23, 2023	R232-23: COPS Report November 2023
November 23, 2023	R233-23: Evergreen Reports
November 23, 2023	R234-23: Cropping Program Report – Alberta Applied Research Associations Letter
November 23, 2023	R235-23: FCM Newsletter November 23 2023
November 24, 2023	R236-23: RMA Contact Newsletter November 24, 2023
November 27, 2023	R237-23: Metis Nation Solar Farm Article
November 27, 2023	R238-23: FCM Newsletter November 27, 2023
December 1, 2023	R239-23: Holiday Card from Town of Stony Plain
December 1, 2023	R240-23: NSWA Newsletter November 2023
December 5, 2023	R241-23: RMA Contact Newsletter December 1, 2023
December 6, 2023	R242-23: Town of Smoky Lake December 2023 Newsletter
December 6, 2023	R243-23: UCC APC Newsletter December 6 2023
December 8, 2023	R244-23: UCC APC Newsletter December 7 2023
December 12, 2023	R245-23: Training Report – Agricultural Department
December 12, 2023	R246-23: RMA Contact Newsletter December 8, 2023
December 13, 2023	R247-23: Training Report – Agricultural Department
December 15, 2023	R248-23: UCC APC Newsletter December 14, 2023
December 19, 2023	R249-23: RMA Contact Newsletter December 15, 2023
December 20, 2023	R250-23: UCC APC Newsletter Dec 14 2023
December 22, 2023	R251-23: NSWA Newsletter Dec 2023
December 22, 2023	R252-23: RMA Dec. 22, 2023 Contact Newsletter
December 22, 2023	R253-23: Evergreen Regional Waste Management Services – Package Org & Nov. 16 Minutes Etc.

Carried.

12. Financial Reports:

Budget to Actual Report

304-24: Halisky

That Smoky Lake County Council **defer** the financial reports, including the Budget to Actual as at January 16, 2024 and Financial Statements for the month of December 2023, to the next scheduled Council meeting.

Carried.

13. Next Meeting(s):

Scheduled County Council Meetings

305-24: Céré

That the previously scheduled upcoming Smoky Lake County Council Meetings be re-confirmed as follows:

- 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)**
- 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.

Carried.

Addition to the Agenda:

Joint Council Meeting with Village of Waskatenau

305-24: Halisky That Smoky Lake County Council **defer** scheduling the next **Joint Council Meeting with Village of Waskatenau** until after an informal coordination of calendars is held on the sidelines during the Joint Municipalities Meeting, scheduled for January 29, 2024.

Carried.

Jordan Ruegg, Planning & Development Manager, entered Council Chambers, time 10:22 a.m.

Addition to the Agenda (Executive Session):

Legal Issue: Métis Nation of Alberta's Proposed Supportive Living Facility Development

306-24: Halisky That Smoky Lake County Council go into Executive Session to discuss a Legal Issue: Métis Nation of Alberta's Proposed Supportive Living Facility Development: Healing Waters Treatment Center, under the authority of the FOIP Act Section 16: Third Party Business Interests and Section 27: Privileged Information, in the presence of all Council (with Councillor Gawalko present virtually), Interim Chief Administrative Officer, Planning & Development Manager, and Executive Services Clerk, time 10:22 a.m..

Carried.

Jordan Ruegg, Planning & Development Manager, left Council Chambers, time 11:01 a.m.

307-24: Halisky That Smoky Lake County Council go out of Executive Session, time 11:26 a.m.

Carried.

Jordan Ruegg, Planning & Development Manager, entered Council Chambers, time 11:32 a.m.

11:33 to 11:33 a.m.

Public Question and Answer Period:

None.

14. Executive Session:

Legal Issue: Smoky Lake Community Daycare Co-operative

308-24: Halisky That Smoky Lake County Council go into Executive Session to discuss a Legal Issue: Smoky Lake Community Daycare Co-operative, under the authority of the FOIP Act Section 16: Third Party Business Interests, in the presence of all Council (with Councillor Gawalko present virtually), Interim Chief Administrative Officer, Planning & Development Manager, and Executive Services Clerk, time 11:34 a.m..

Carried.

309-24: Céré That Smoky Lake County Council go out of Executive Session, time 11:47 a.m.

Carried.

Smoky Lake Community Daycare Co-operative

310-24: Céré That Smoky Lake County Policy Statement No. Policy 07-05-01: Smoky Lake Community Daycare Co-operative (Pumpkin Patch) - Terms of Reference, be rescinded; and dismiss the County's appointments to the Smoky Lake Community Daycare Co-operative (Pumpkin Patch Daycare) Committee, thereby removing Councillor Linda Fenerty as the appointed member and Councillor Dominique Céré as alternate member; and provide one-year's notice of withdraw to the Co-operative in respect to the County's Class B Membership Voting share in the capital of the Co-operative; and cancel the cellular services provided from the County's cellular plan.

Carried.

14. Executive Session:

Personnel Issue: Fire Department Staff

311-24: Fenerty That Smoky Lake County Council go into Executive Session to discuss a Personnel Issue: Fire Department Staff, under the authority of the FOIP Act, Section 27: Privileged Information, in the presence of all Council (with Councillor Gawalko present virtually), Interim Chief Administrative Officer, Planning & Development Manager, Fire Chief, and Executive Services Clerk, time 11:49 a.m..

Carried.

312-24: Céré That Smoky Lake County Council go out of Executive Session, time 12:27 p.m.

Carried.

Meeting Recessed Meeting recessed for Lunch, time 12:27 p.m.

Meeting Reconvened The meeting reconvened on a call to order by the Reeve at 1:15 p.m. in the physical (or virtual) presence of all Council Members, Interim Chief Administrative Officer, Executive Services Clerk, and Delegation: Todd Sharpe, Partner, HumanEdge Executive Search.

4. Delegation:

Present before Council from 1:15 p.m. to 2:56 p.m. was Todd Sharpe, Partner, HumanEdge Executive Search, to discuss Chief Administrative Officer Recruitment, under the authority of the FOIP Act Section 24: Advice from Officials, and FOIP Section 27: Privileged Information.

14. Executive Session:

Personnel Issue: Chief Administrative Officer (CAO) Recruitment

313-24: Fenerty That Smoky Lake County Council go into Executive Session to discuss a Personnel Issue: Chief Administrative Officer (CAO) Recruitment, under the authority of the FOIP Act Section 24: Advice from Officials, and FOIP Section 27: Privileged Information, in the presence of all Council (with Councillor Gawalko present virtually), Interim Chief Administrative Officer and Delegation: Todd Sharpe, Partner, HumanEdge Executive Search, time 1:15 p.m..

Carried.

314-24: Halisky That Smoky Lake County Council go out of Executive Session, time 2:57 p.m.

Carried.

15. ADJOURNMENT:

315-24: Fenerty

That the Smoky Lake County Council Meeting of January 25, 2024, be adjourned, time 2:57 p.m..

Carried.

REEVE

S E A L

CHIEF ADMINISTRATIVE OFFICER