

**SMOKY LAKE COUNTY**

Minutes of the **County Council Meeting** held on Thursday, **April 25, 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:

<b>ATTENDANCE</b>		
<u>Div. No.</u>	<u>Councillor(s)</u>	<u>Thursday, Apr. 25, 2024</u>
1	Dan Gawalko	Present in Chambers
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	Present Virtually
Executive Svcs/R.S.	Patti Priest	Present in Chambers
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Observers in Attendance Upon Call to Order:

Comm. Officer	Evonne Zukiwski	Present Virtually
P & D Manager	Jordan Ruegg	Present Virtually
Nat. Gas Manager	Daniel Moric	Present Virtually
Accounts Payable	Lonnie Shulko	Present Virtually
Fire Srv. Clerk	Meaghan Andreychuk	Present Virtually
Peace Officer	Tate Murphy	Present Virtually
Ag. Fieldman	Carleigh Danyluk	Present Virtually
Public	1 Members	Present in Chambers
Public	2 Members	Present Virtually
Media	No Members	N/A

**2. Agenda:**

521-24: Céré

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

**Addition to the Agenda:**

1. Government of Alberta News Release: Get involved in Alberta’s health advisory councils, dated April 16, 2024.

Carried Unanimously.

**3. Minutes:**

**3.1. Minutes of the Regular Council Meeting, March 28, 2024**

522-24: Halisky

That the minutes of the **Smoky Lake County Regular Council Meeting**, held on Thursday, March 28, 2024, be adopted as presented.

Carried.

**3.2. Minutes of the Budget Council Meeting, April 5, 2024**

523-24: Gawalko

That the minutes of the **Smoky Lake County Budget Council Meeting**, held on Friday, April 5, 2024, be adopted as presented.

Carried.

**3.3. Minutes of the Regular Council Meeting, April 11, 2024**

524-24: Fenerty

That the minutes of the **Smoky Lake County Regular Council Meeting**, held on Thursday, April 11, 2024, be adopted as presented.

Carried.

**5. Public Hearing:**

Nil.

Scott Franchuk, Fire Chief, virtually joined the meeting, and Chris Minailo, Public Works Manager, entered Council Chambers, time 9:08 a.m.

**7. Request for Decision:**

**7.4. Municipal Land Use Suitability Tool (MLUST) Request for Proposals**

525-24: Céré

That Smoky Lake County, as the Managing Partner, in partnership with the Town of Smoky Lake, the Village of Waskatenau and the Village of Vilna, for the Alberta Community Partnership (ACP) 2023-24 Grant, issue a Request for Proposals (RFP) for the preparation of a Regional Municipal Land Use Suitability Tool, and advertise said RFP on the Alberta Purchasing Connection, with a closing date and time of Friday, May 31, 2024, at 4:00 p.m. Mountain Time.

Carried.

One Member of the Public virtually joined the meeting, time 9:10 a.m.

**7.5. Heartland Training & Support Hub (formerly: Farm Safety Centre)**

526-24: Fenerty

That Smoky Lake County contribute funding in the amount of \$526.50 to the “Heartland Training and Support Hub” (formerly known as the Farm Safety Centre), towards their Year-2024 farm safety program “Safety Smarts Program” initiative and promote the Heartland Training & Support Hub through a Social Media post, in response to the letter received from Jordan Jensen, Executive Director, Heartland Training and Support Hub, dated April 9, 2024; and recommend the program be delivered in Vilna School, as well as H. A. Kostash School in Smoky Lake and to Holy Family Catholic School in Waskatenau.

Carried.

**7.1. Bylaw No. 1429-23 – Undeveloped Road Allowance - River Lot 10**

527-24: Halisky

That Smoky Lake County **Bylaw No. 1429-23 – Undeveloped Road Allowance, East Side of River Lot 10, Victoria Settlement**, for the purpose of closing to public travel, a portion of the undeveloped road allowance, in accordance with section 22 of the municipal government act, chapter m-26, revised statutes of Alberta 2000, be given **SECOND READING**.

Carried.

Moved by Councillor Gawalko that Smoky Lake County **Bylaw No. 1429-23 – Undeveloped Road Allowance, East Side of River Lot 10, Victoria Settlement**, for the purpose of closing to public travel, a portion of the undeveloped road allowance, in accordance with section 22 of the municipal government act, chapter m-26, revised statutes of Alberta 2000, be given **THIRD & FINAL READING**, and the Reeve and Interim Chief Administrative Officer be hereby authorized to fix their signatures to all necessary documents and the corporate seal be fastened where it is deemed to be necessary.

Carried.

Chris Minailo, Public Works Manager left Council Chambers, and Delegations: Roadata Services Ltd.’s General Manager: Nicole Wright, and Operations Manager: Gail Wright, virtually joined the meeting, time 9:16 a.m.

One Member of the Public Virtually joined the meeting, time 9:17 a.m.

**7.2. Bylaw No. 1462-24: to Amend Road Closure Bylaw No. 1429-23 – Undeveloped Road Allowance, East Side of River Lot 10, Victoria Settlement**

528-24: Halisky

That Smoky Lake County **Bylaw No. 1462-24: to Amend Road Closure Bylaw No. 1429-23 – Undeveloped Road Allowance, East Side of River Lot 10, Victoria Settlement**, for the purpose of closing to public travel and disposing a portion of the undeveloped road allowance, in accordance with section 22 of the municipal government act, chapter m-26, revised statutes of Alberta 2000, be given **FIRST READING**.

Carried.

Moved by Councillor Fenerty that Smoky Lake County **Bylaw No. 1462-24: to Amend Road Closure Bylaw No. 1429-23 – Undeveloped Road Allowance, East Side of River Lot 10, Victoria Settlement**, for the purpose of closing to public travel and disposing a portion of the undeveloped road allowance, in accordance with section 22 of the municipal government act, chapter m-26, revised statutes of Alberta 2000, as amended, be given **SECOND READING**.

Carried.

Moved by Councillor Céré that Smoky Lake County **Bylaw No. 1462-24: to Amend Road Closure Bylaw No. 1429-23 – Undeveloped Road Allowance, East Side of River Lot 10, Victoria Settlement**, for the purpose of closing to public travel and disposing a portion of the undeveloped road allowance, in accordance with section 22 of the municipal government act, chapter m-26, revised statutes of Alberta 2000, as amended, be given unanimous consent for **PERMISSION FOR THIRD READING**.

Carried Unanimously.

Moved by Councillor Serben that Smoky Lake County **Bylaw No. 1462-24: to Amend Road Closure Bylaw No. 1429-23 – Undeveloped Road Allowance, East Side of River Lot 10, Victoria Settlement**, for the purpose of closing to public travel and disposing a portion of the undeveloped road allowance, in accordance with section 22 of the municipal government act, chapter m-26, revised statutes of Alberta 2000, as amended, be given **THIRD & FINAL READING**, and the Reeve and Interim Chief Administrative Officer be hereby authorized to fix their signatures to all necessary documents and the corporate seal be fastened where it is deemed to be necessary.

Carried.

**7.3. Bylaw No. 1453-23: LUB Amendment for Supportive Living Facilities, Establishment of a Direct Control District for Supportive Living Facilities & Rezoning**

529-24: Gawalko

That Smoky Lake County **Bylaw No. 1453-23: to amend the Land Use Bylaw No. 1272-14**, to define 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', and to ensure public safety, environmental protection and minimal impacts on landowners adjacent to Supportive Living Facilities, be given **SECOND READING**.

Councillor Céré requested a Recorded Vote:

**In Favour:**

Serben  
Fenerty  
Halisky  
Gawalko

**Opposed:**

Céré

Carried.

Moved by Councillor Halisky that Smoky Lake County **Bylaw No. 1453-23: to amend the Land Use Bylaw No. 1272-14**, to define 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', and to ensure public safety, environmental protection and minimal impacts on landowners adjacent to Supportive Living Facilities, be given **THIRD & FINAL READING**, and the Reeve and Interim Chief Administrative Officer be hereby authorized to fix their signatures to all necessary documents and the corporate seal be fastened where it is deemed to be necessary.

Councillor Céré requested a Recorded Vote:

**In Favour:**

Serben  
Fenerty  
Halisky  
Gawalko

**Opposed:**

Céré

Carried.

Chris Minailo, Public Works Manager, entered Council Chambers, time 9:38 a.m.

**4. Delegations:**

**4.1. Roadata Services Ltd.**

Virtually present before Council from 9:22 a.m. to 9:41 a.m., was Roadata Services Ltd.'s General Manager: Nicole Wright, and Operations Manager: Gail Wright, to review the permitting fees charged through the Transportation Routing and Vehicle Information System Multi-Jurisdiction (TRAVIS-MJ), as requested through Council's March 28, 2024, Motion #452-24.

The Delegations from Roadata Services Ltd.'s, virtually left the meeting, time 9:42 a.m.

**Roadata Services Ltd. Delegation**

530-24: Céré

That Smoky Lake County Council accept the information received from the April 25, 2024, Delegation: Roadata Services Ltd.'s General Manager, Nicole Wright, and Operations Manager, Gail Wright, in respect to their services provided relating to all aspects of moving overweight, over dimensional and multiple legal load vehicles on roadways, and the range of fixed fees charged across the province through the Transportation Routing and Vehicle Information System Multi-Jurisdiction (TRAVIS-MJ).

Carried.

**Transportation Routing & Vehicle Information System Multi-Jurisdiction (TRAVIS-MJ)**

531-24: Halisky

That Smoky Lake County Council approve to increase the Transportation Routing and Vehicle Information System Multi-Jurisdiction (TRAVIS-MJ), fixed fee from the amount of \$25.00 to the amount of \$50.00, for overweight and/or oversized load permits authorizing travel on Provincial and Municipal roadways within Smoky Lake County, facilitated and charged through Roadata Services Ltd..

Carried.

**Inspections of Roads Before & After Overweight and/or Oversized Loads Travel**

532-24: Gawalko That Smoky Lake County Administration utilize Roadata Services Ltd.'s General Manager: Nicole Wright, and Operations Manager: Gail Wright, as an information resource for drafting a bylaw to be brought forward for Council's consideration at a future meeting, to address the inspection of roads before and after overweight and/or oversized loads travel within Smoky Lake County.

Carried.

**7.6. Federation of Alberta Gas Co-ops Ltd Operations and Maintenance Manual**

533-24: Fenerty That Smoky Lake County adopt the Federation of Alberta Gas Co-ops Ltd.'s Operation and Maintenance (O&M) Manual for Year-2024, outlining the guidelines for rural Alberta natural gas utilities, and follow and enforce the said guidelines as mandated, as a Federation of Alberta Gas Co-ops Ltd. member.

Carried.

**7.7. Natural Gas Safety and Loss Management System (SLMS)**

534-24: Céré That Smoky Lake County Council approve and execute the declaration for the Safety and Loss Management System (SLMS) for the Smoky Lake County Natural Gas Department, required by the Alberta Energy Regulator (AER) for pipeline licensees in Alberta under Section 9, of the Pipeline Rules, and in accordance with Clause 3, of the Canadian Standards Association (CSA) Z662 Oil and Gas Pipeline Standard, as part of the annual review update and approval requirements from the Federation of Alberta Gas Co-ops Ltd.'s Member Operations and Maintenance Guidelines.

Carried.

Trevor Tychkowsky, Loss Prevention Coordinator, entered Council Chambers, time 9:49 a.m.

**7.8. Rural Utilities Quality Management Plan**

535-24: Halisky That Smoky Lake County adopt and execute the Year-2024 Quality Management Plan issued by Rural Utilities, and submit the executed form to Rural Utilities, representing an agreement with the Province of Alberta under Section 5 of the Gas Distribution Act, to acknowledge Smoky Lake County Natural Gas Utility is designed, constructed, operated, and maintained, in accordance with the requirements of Section 2 of the Gas Distribution Act, hereby accepting the responsibility for compliance of the natural gas distribution system.

Carried.

**7.9. Annual Safety Meeting**

536-24: Fenerty That Smoky Lake County Council approve to schedule the Annual Safety Meeting for Friday, May 24, 2024, to be held at the National Hall in Smoky Lake; and authorize the closure of all County offices on the day of the Year-2024 Annual Safety Meeting, to allow for (and strongly encourage) all County employees to attend.

Carried.

Trevor Tychkowsky, Loss Prevention Coordinator, entered Council Chambers, time 9:55 a.m.

**7.10. Alberta Indigenous & Municipal Police Transition Grant Agreement**

537-24: Céré

That Smoky Lake County approve action taken by the Finance Manager, Brenda Adamson, in executing the Alberta Indigenous/Municipal Police Transition Study Grant Agreement, between His Majesty in Right of Alberta (the “Minister”) and Smoky Lake County, on April 9, 2024, to receive conditional grants funds in the amount of \$90,000.00 for the purpose of conducting a study to explore policing challenges within Smoky Lake County, Village of Vilna, and Village of Waskatenau.

Carried.

**7.11. Tax Penalty Waive Request for Roll #17593420**

538-24: Gawalko

That Smoky Lake County **take no action** to the request from the Owners of Property Tax Roll #17593420, to have tax penalties in the amount of \$1,1413.50 waived due to a misunderstanding within the family resulting in the 2023 property taxes not being paid before the penalty deadline.

Carried.

**7.12. Donation Request – Smoky Lake Holubka Dancers for Highway Cleanup Lunch**

539-24: Halisky

That Smoky Lake County Council approve to provide funds in the amount of \$350.00 to the Smoky Lake Holubka Dancers, towards their lunch during their participation in the annual highway cleanup, scheduled for May 4, 2024.

Carried.

**7.13. Waterline Crossing on Road Allowance**

540-24: Céré

That Smoky Lake County Council approve to allow for a private permanent waterline crossing on Township Road 601A, between Range Road 320 and Range Road 313, approximately 1,200 meters from the corner of Township Road 602 and Range Road 132, adjacent to the lands legally described as NW-34-59-14-W4, as per the application received from landowners: Kyle & Nadia Latimer, dated April 10, 2024, with an approval and inspection fee in the amount of \$300.00 payable to the County in accordance with Policy Statement No. 03-27-01: Water Line Crossing on Road Allowance.

Carried.

**7.14. Day of Mourning – April 28<sup>th</sup>**

541-24: Fenerty

That Smoky Lake County declare April 28, 2024 as a “Day of Mourning” remembering all workers who have been killed, injured or disabled at their place of work and honouring the 165 men and women who were killed “together we remember” in Year-2023; and commemorate the day by lowering the flags as per Policy Statement No. 01-35: Flags: Half Mast, and share the “Day of Mourning” in the County Grapevine, social media and internal bulletin boards for awareness as well as discuss it at the next Toolbox Safety Meeting and Joint Health & Safety Committee Meeting.

Carried.

**8. Interim Chief Administrative Officer’s Report:**

**8.1 Interim Chief Administrative Officer (CAO) Report**

Chief Administrative Officer - Report Period: April 2, 2024 – April 23, 2024	
LEGISLATIVE / GOVERNANCE	
Projects	In Progress
OHS – Inspection Order – Town of Smoky Lake Fire Department <ul style="list-style-type: none"> <li>Majority of my time was consumed in meetings &amp; preparing the draft Respiratory Protection Plan, assisting the Fire department in developing a Policy – in accordance with Section 245 of the OHS Code. Further information will be provided by the Fire Chief and will be presented at the Regional Smoky Lake Region Fire Rescue.</li> </ul>	March 14/24
ADMINISTRATIVE	
Projects	In Progress
Time allocated towards: <ul style="list-style-type: none"> <li>Preparing for Committee of the Whole Meeting agenda items Bylaw / Policy.</li> <li>Preparing for the RCDC Meeting.</li> <li>Preparing for ICC Meeting: Regional Fire Rescue documents.</li> </ul>	Feb. 24/24

FINANCIAL	
Projects	In Progress
No Items	
HUMAN RESOURCES	
Projects	In Progress
Staff Debrief: next meeting will be May 2, 2024 at 10am (Invite sent on April 16, 2024)	April 16/24
Staff: <i>Update</i>	April 8/24 April 18/24
<ul style="list-style-type: none"> <li>Planning &amp; Development's Planning Technician: Letter of Resignation received</li> <li>Addressed a Personnel Issue with Local 955.</li> </ul>	
Manager's Reports were submitted to the Interim Chief Administrative Officer for the Month of March & provided to Council as a Release of Information on April 22, 2024	April 22/24
COMMUNITY	
Projects	In Progress
<b>Aspen View Robotics Tournament</b> <span style="float: right;"><b>Attachment # 8.1a</b></span> <ul style="list-style-type: none"> <li>April 22, 2024 letter was received (after the Agenda Packages were released) from the H.A. Kostash School Principal and submitted by email, requesting a donation towards the Robotics Tournament being held on May 7, 2024 – time sensitive.</li> <li>County did support this event previously in 2022, providing a \$100 donation.</li> <li>County Policy Statement 01-14: Contributions to Non-Profit Organizations and Individuals, Section 4: <u>Other Requests</u>: "Other requests will be held by the Chief Administrative Officer and presented to Council for its consideration if there are funds remaining in the grants portion of the budget for the current year".</li> </ul> <p><b>RECOMMENDATION:</b> That Smoky Lake County approve to a donation in the amount of (Council's discretion) to support the Aspen View Robotic Tournament event schedule on May 7, 2024 hosted by H.A. Kostash School, funded from Grants to Individuals and Organizations budget.</p>	April 22/24
TRAINING / MEETINGS	
Ongoing cybersecurity training & phishing awareness	
ACTION LIST	
Focus my attention next week on completing Action List – Charts for January, February and March.	
Signature: <i>Interim Chief Administrative Officer</i>	County Council Meeting: April 25, 2024

**Aspen View Robotics Tournament**

542-24: Serben

That Smoky Lake County Council approve to provide funds in the amount of \$200.00 payable to H. A. Kostash School, allocated from the Grants Organizations and Individuals budget, to sponsor the Year-2024 Aspen View Robotics Tournament, scheduled for May 7, 2024, being held in Smoky Lake, in response to the letter request received from Brenda Mykytiuk, Principal of H. A. Kostash School, dated April 22, 2024.

Carried.

**Interim Chief Administrative Officer Report**

543-24: Halisky

That Smoky Lake County Council accept the Interim Chief Administrative Officer Report, for the period of April 2, 2024, to April 23, 2024, for information.

Carried.

**9. Council Committee Reports:**

**9.1 Division One Councillor's Report on various Committees, Boards & Commissions**

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

- April 15 attended the LARA meeting, George L'Heureux is the new chair person , discussed some capital funding through ARECA, policy manual update, overtime must be pre-approved all overtime hours must be used within 6 months and can only bank up to 75 hours, reviewed bylaws regarding board member roles, responsibilities and expulsion of a board member, will be replacing a truck that was in an accident, Alyssa gave her Executive director report she is also trying to get our Facebook page back in our own name, will be doing demo plot at Lakeland college, any events that you or your ratepayers would like to see please forward to Alyssa, next meeting is June 17, upcoming events ,June 27 Johnson-su bio reactor workshop, July 25 Fort Kent field day, July 30 Smoky Lake field day, August 1 Lac La Biche field day, August 6 St. Paul field day.
- April 17 attended the Citizens on Patrol in Bellis, Sergeant Anita Doktor gave the RCMP report about the crime that's happening in the county, discussed training materials ACOPA reference manual & website, discussed a Waskatenau membership drive & signage, rolled out the new raffle ticket draw & discussed 2025 fund raising topics, May 7 is the Rural Crime Watch meeting, June 13 next COPs meeting in Vilna.
- April 18 attended the Evergreen Regional waste management meeting, Beaver River co9mmissssion will not be hauling waste to Evergreen at this time MSW compaction ratio is 641kg which is well within the provincial standards 440 – 740kg, Double D contracting will be shredding mattresses on site for 40 hours , discussed wind turbine disposal not something we can deal with at this time because of the size, month of May free freon unit disposal might include mattresses in the future, financials were given by Ashley and 2023 audited finances were presented by Barb McCarthy of JMD group next meeting is May 16.
- April 18 attended the Metis Nation of Alberta proposed supportive living facility open house lot of questions answered by the Minister and Métis nation representatives.

## 9.2 Division Two Councillor's Report on various Committees, Boards & Commissions

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

March 27, 2024 – Simplifying Municipal Data Analytics – 10:00 a.m. – via Zoom

- A one hour Zoom webinar – Each municipality has vast amounts of data which with the correct software can be invaluable to staff, residents & developers. The webinar discussed what complicated, inefficient processes can cost the municipality. With proper data, better decision making can be done, staff can be more proactive, identify areas of overspending, and respond quickly to time-sensitive areas. It was an interesting webinar, but I didn't stay for the sales pitch, though it is something Administration may choose to look at.

March 27, 2024 – Community Futures – 5:00 p.m. – St. Paul CF Office

- Admin assistant has resigned, CF will need to rehire. Lemonade Day – registration is open. CF has switched to a new payroll program, Wagepoint, which is working out incredibly well. Penny is currently working on Connect for Food symposium to be held in Vermilion on April 15. Digital Service Squad – looking for funding as current program ends in September. This is a very valuable service for entrepreneurs who need computer assistance. Audit is scheduled for May 13-15. CF has retained the services of a new auditor, the discussion being that a fresh set of eyes is good for an organization.

April 14, 2024 – Connect For Food Symposium– 8:30 a.m. – 3:30 p.m. - Vermilion

- This symposium was designed to provide an opportunity for entrepreneurs, businesses and municipal officials to dialogue, build networks, and provide input toward developing a regional food community. A panel of ten speakers with diverse interests discussed the challenges, successes and failures of bringing their products and services to the public. Representatives from two large food chains were also in attendance and spoke about the changes they are implementing to include locally produced goods in their stores. As an elected official, there are a multitude of ways to help producers showcase their product.

April 17, 2024 – Community Futures – 5:30 p.m. – via Zoom

- Loan/delinquency report discussed. Judith has returned to cover admin position for now. Orientation has been completed for new board member, Paul Miranda. Communities in Bloom – St. Paul and Elk Point meetings have started. Debrief held on Connect For Food Symposium. CF Board meetings may be changed to bi-monthly, depending on loans/delinquencies.

April 4, 11, & 18, 2024 – Municipal Corporate Planning & Finance – Augustana University – via Zoom

- Understanding municipal finances is fundamental to the job of an elected official. Municipal councils are expected to plan, govern and set policy for the best interests of their community. This course has shown me how sound financial planning and management is key to supporting a healthy municipality to ensure that its current and future service commitments are funded in a sustainable manner. As an elected official, we need to understand our role in establishing and prioritizing competing service level demands and then determine strategies to fund them for the betterment of my municipality.

Other Meetings

- March 28, 2024 – County Council Meeting – Council Chambers – 9:00 a.m.
- April 3, 2024 – Smoky Lake Regional Fire ICC Mtg – 9:00 a.m. (via Zoom - alternate)
- April 5, 2024 – Council Budget Meeting – Council Chambers – 9:00 a.m.
- April 11, 2024 – County Council Meeting – Council Chambers – 9:00 a.m.
- April 16, 2024 – RCDC – (via Zoom – alternate)
- April 17, 2024 – COW Meeting – Council Chambers – 10:30 a.m.
- April 18, 2024 – Healing Waters Treatment Centre (Tea and Talk) – National Hall – 6:00 p.m.
- April 24, 2024 – Council Budget Meeting – Council Chambers – 9:00 a.m.
- April 25, 2024 – County Council Meeting – Council Chambers – 9:00 a.m.

## 9.3 Division Three Councillor's Report on various Committees, Boards & Commissions

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

- March 28 Regular Council Meeting 9 am
- April 03 ICC Fire 9 am
- April 05 Budget 9 am
- April 08 Warspite Community Hall Association 7 pm
- April 11 Regular Council Meeting 9 am
- April 17 Joint Health and Safety Meeting Zoom 8 am
- April 17 Committee of the Whole 10:30 am
- April 18 Metis Nation of Alberta Tea and Talk 6 pm
- April 19 Smoky Lake Foundation 9 am
- April 24 Budget Meeting 9 am
- April 24 AHS Emergency Preparedness 1-3 pm
- Identified common stress reactions in emergency situations
- Identified helpful strategies to stressful situations
- Identified people and organizations that might prove to be helpful
- Discussed emergency kit and planning: include first aid kit, sanitary supplies, clothing and bedding, equipment (flash light, waterproof matches, hand operated can opener...) distraction and comfort items, emergency cash, personal supplies, as well as important documents such as birth/marriage/divorce certificates, banking/credit card information, logins and passwords and of course, medication as well as an Emergency Contacts List.
- Discussed as well the importance of knowing what to do with your pets, have a kit prepared for them. Have an emergency kit in the vehicle for emergencies such as breakdowns, traffic accidents, highway closures that last for hours to list a few situations.
- The need for emergency preparedness also includes those living on farms.
- Caregivers, the elderly, individuals with disabilities and young children/teenagers also need to be included in the plan.



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

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

April 03, 2024 – Highway 28/63 Regional Water Services Commission Regular Meeting (Lorne and Dan in-person)

- Discussed Member Municipalities Drought and Water Restriction Management Plans and are waiting for Waskatenau and St Paul's Plans.
- Financial report was given by the Commission Financial Manager with all in good standing and on budget.
- 2023 Audited Financial Statements were presented by Barbara McCarthy - JMD Group LLP with all in good order etc.
- Operations Manager reported that they are currently boosting chlorine to assure safe drinking parameters at Whitefish Lake Reservoir. Radway communications tower failure work is ongoing and looking into proactive tower inspections to help prevent reoccurrence. Working on water connection for a Thorhild County resident. SCADA System work is ongoing to support remote operations and applied for grant funding to replace SCADA System as the current system is outdated, failing etc.
- Water Licence was approved for Whitefish Lake First Nation #128.
- Next Meeting date is May 8, 2024.

April 18, 2024 – Evergreen Regional Waste Management Services Commission Meeting in St Paul (in-person)

- Discussion was held on Beaver River Commission not sending waste at this time/possibly in future, MSW Compaction Ratio was higher than provincial standards, Double D Shredding Contract was signed to shred mattresses, Inert Waste Cell Construction will start soon, Wind Turbine Disposal for future consideration, AB Care Fall 2024 Conference Donation and ACP Grant Application Committee for Evergreens Operations including all member site transfer stations etc. and, Freon Unit cooling product removal fee wave possibly including mattresses in future.
- Financial report was giving with all in good standing, including GIC funding renewal, future expenses etc.
- 2023 Audited Financial Statements were presented by Barbara McCarthy - JMD Group LLP with all in good order etc.
- Next Meeting date is May 16, 2024.

April 18, 2024 – Alberta's Lakeland DMO Meeting in St Paul (in-person)

- Discussion was held on 2024 Open Farm Days, looking for members for the 2025 Tradeshow/Connected Traveler Committee, Travel Alberta and Lakeland Region is focusing on getting recognized not only in Alberta but throughout Canada and the world through WestJet/sporting events etc., Sherwood Park Tradeshow had less traffic than other years but overall interest in the Lakeland Region was high looking at close distance travel/OHV & pedal bike use/lakes & camping and Lisa Roper at the booth helped interest.
- Financial report was given with all in good standing and waiting for annual GOA Operational Funding of approximately \$200,000.00.
- Succession planning of tourism employees was discussed and canceling events due to natural disasters including costs etc.
- The summer/year is going to be busy, so all members are encouraged to use the Alberta Lakeland DMO Event Calendar for events etc.
- Next Meeting date is May 16, 2024.

April 18, 2024 – HAK School Open House & Showcase of Local Agencies (in-person)

- Attended event and found that it was well attended by parents/students and great representation of local agencies.

April 18, 2024 – Metis Nation of Alberta proposed Healing Waters Supportive Living Facility Development Open House (in-person)

- Attended the open house which was well attended by the public and found it to be very informative etc.

#### 9.5 Reeve & Div. 5 Councillor's Report on various Committees, Boards & Commissions

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

March 22, 2024 - Smoky Lake Foundation, held at Bar-V-Nook (Jered & Dominique)

- Received the Audited Financial Statements.
- Reviewed the Operating and Capital Budget for 2024.
- Received the CAO report.
- Received the results of the Operational Review conducted November 27-28, 2023.

March 25, 2024 – Interviews for the position of CAO, held in Chambers (All Council)

- Conducted 2 interviews

March 26, 2024 – Interviews for the position of CAO, held in Chambers (All Council)

- Conducted 1 interview
- March 27, 2024 – Intermunicipal Collaboration Committee (ICC) Ad-hoc Committee, held in Town of Smoky Lake Chambers (Jered, Dominique & Lorne)
- Received information from Real Estate Specialist / Agents a Developer and Seniors Housing Specialist to discuss the market status, housing analysis and affordable housing (which is not to be confused with low-income housing)

March 28, 2024 – Regular Council Meeting, held in Chambers (All Council)

- Received an update from Aspen View Schools about enrollment and how we can help each other.
- Gave 3rd Reading to Bylaw 1458-24: Water & Sewer.
- Amended Policy Statement No. 04-01-03: Operation Maintenance Transfer Station (added \$10 fee for mattress disposal & \$10 fee for out-of-area disposal).
- Amended Policy Statement No 08-10-04: Special Tax Cancellation, to include the cancellation of the 2024 Local Improvement Tax charged to the Bellis Ukrainian Orthodox Church.
- Approved \$1,500 of FCSS funding to Royal Canadian Legion 227 Smoky Lake Branch.

- Received a presentation on the County's Assessment from the Assessors: Accurate Assessment Group Ltd.
  - Took no action to the verbal request provided on February 22, 2024, made by Casey Tchir, Developer, who recommended revisions to the Development Concept Plan contained within the Estates of Bonnie Lake Out Line Plan, as any such approval (or denial) to change the proposed development plan will be done so in due course and in accordance with all applicable bylaws, legislation once a development permit has been received.
  - Acknowledged the revenue to the County of \$701,168.49 from selling 3 properties through CLHBid.com.
  - Gave 3rd Reading to Bylaw No. 1459-24: Next Generation 9-1-1 (NG9-1-1) Service.
  - Renewed the membership fee of \$2,200 to the Northeast Alberta Alliance for Growth and Opportunities (NAAGO) for 2024.
  - Awarded the 2024-2026 Gravel Crushing Tender to Auger Sand & Gravel of Westlock.
  - Received the audited Financial Statements as presented by the County's auditor: JMD Group LLP.
- April 3, 2024 – Intermunicipal Collaboration Committee (ICC), held in Chambers (Jered & Dominique)
- Reviewed and accepted the Smoky Lake Region Fire Rescue Advisory Committee Terms of Reference.
  - Reviewed and deferred the Smoky Lake Region Fire Rescue 3-Year Draft Budget 2025-2027 to allow time to incorporate changes discussed.
  - Received the inventory project report of the Smoky Lake Region Fire Rescue Fire Department, which identifies over 600 non-capital items from within the Smoky Lake Fire Hall by bar-code.
- April 5, 2024 – Council Budget Meeting, held in Chambers (All Council)
- Reviewed and recommend changes to the 2024 Budget which will be incorporated and adopted at a future meeting.
  - Reviewed the County's Assessment & Tax Summary, including the Year-2023 totals, Year-2024 requirements.
  - Discussed a Land and Legal Issue about the Village of Waskatenau's Annexation Proposal, under the authority of the FOIP Act Section 21: Intergovernmental Relations, and Section 27: Privileged Information, in Executive Session.
- April 8, 2024 – Northeast Alberta Alliance for Growth & Opportunity (NAAGO) meeting with Minister of Transportation (Jered)
- Received an update from the Minister about the improvements being planned for Highway 28, including resurfacing, intersection improvements, passing/turning lane widenings, and twinning from Bonnyville to Cold Lake.
- April 10, 2024 – Northeast Alberta Alliance for Growth & Opportunity (NAAGO) meeting, held in Lac La Biche, (Jered)
- Discussed the next advocacy campaign which will likely be healthcare related.
  - Discussed advocating for a red tape reduction associated with the unreasonable fire underwriter insurance certifications for firefighting capital equipment.
- April 11, 2024 – Regular Council Meeting, held in Chambers (All Council)
- Received an update from MCSNet about their broadband projects including the ones within County.
  - Received the Smoky Lake RCMP's Community Priorities Issues:
    - Police / Community Relations - Police Visibility & Youth Eng, &
    - Crime Reduction - Property Crime,
  - Amended Policy Statement No. 61-03: Application for Development Permit.
  - Rescinded Policy Statement No. 61-02: Resource Extraction Development Permit Application.
  - Acknowledged the County will not conduct any action to dredge and lower White Earth Creek's bed.
  - Approved to add \$28,000.00 into the final 2024 budget to purchase a 63 cubic meter stand up tank for extra water storage capacity at the truck fill, to assist the farming community during the predicted 2024 drought.
  - Approved to support Lemonade Day.
  - Amended Policy Statement No. 03-18-19: Five-Year Road Plan.
  - Approved a backsloping program project along SE-35-59-16-W4, adjacent to Range Road 161.
  - Agreed to follow up with the Minister of Transportation and Economic Corridors, about the speed limit reduction on Hwy 28 along the Town of Smoky Lake.
  - Gave 3rd Reading to Bylaw No. 1460-24: Borrowing Bylaw.
  - Approved to provide \$3,000 to Vilna/Bellis Citizens on Patrol.
  - Acknowledged the official designation of Alberta section of the North Saskatchewan River as a Canadian Heritage River.
  - Acknowledged the Community Initiatives and Agriculture, Explore Edmonton, has decided to forgo the Farm Family Awards program in Year-2024.
- April 13, 2024 – STARS Fundraiser, held in Smoky Lake Complex (Jered, Dominique)
- Presented the \$6,000 on behalf of the County & expressed our heartfelt thanks for the exceptional work and dedication that the STARS team provides for us time and time again.
  - The event raised \$100,000 in total this year.
- April 16, 2024 – Regional Community Development Committee (RCDC) held in Chambers & virtually (Jered, Lorne & Linda)
- Vilna Councillor, Paul Miranda was acclaimed as Chairperson, and Town of Smoky Lake Councillor, Evelynne Kobes was acclaimed as Vice-Chairperson.
  - Discussed the Alberta Advantage Immigration Program (AAIP) Rural Renewal Stream, and agreed to invite other entities who are currently participating in the program to the next meeting (April 30th) for more information,
  - Approved to pay Michelle Wright for representing the region at the booth at the Edmonton Boat & Sportsman Show.
  - Deferred all agenda items relating to the RCDC Terms of Reference and Community Economic Development Officer (CEDO) until after County CAO is in place.
  - Received and financial update and round table stakeholder updates.
- April 17, 2024 – Joint Health & Safety Meeting, held in Chambers (Jered & Dominique)
- Reviewed the action plan to improve on deficiencies from the Safety Audit completed in December 2023.

- Reviewed the Incidents: 2 break and enters and 1 near miss.
- April 17, 2024 – Council Committee of the Whole Meeting, held in Chambers (All Council)
- Received information and held discussion in respect to the items below:
    - County-Owned Lands Inventory List
    - Organizational Structure and Draft Policy
    - Road Bans and Weight Restrictions on Haul Roads
    - Municipal Grant Funding Opportunities
    - Research in respect to Tax Incentives to Promote Development
  - April 18, 2024 – Métis Nation of Alberta’s Proposed Supportive Living Facility Development: Healing Waters Treatment Center, held at the National Hall (All Council)
  - Attended the event to hear the information presented to the public from the MNA and the Minister of Mental Health & Addiction.
  - Speakers/Presenters included MNAs’s: Mental Health Secretary, Kaila Mitchell, Senior Executive Officer, Aaron Barner, and Director of Health, Reagan Bartel
  - Noted attendees included: Minister of Mental Health and Addiction, Hon. Dan Williams, Local MLA Glen van Dijken, Athabasca-Barrhead-Westlock Constituency, Smoky Lake County Council, and Smoky Lake County Planner and Development Manager, Jordan Ruegg.

**Reeve’s Report and Councillors Reports on various Committees, Boards & Commissions**

544-24: Fenerty That Smoky Lake County’s Reeve Report received for the period of March 22, 2024, to April 17, 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:**

**10.1. Rural Municipalities of Alberta, Backgrounder, Bill 18: Provincial Priorities Act**

545-24: Céré That Smoky Lake County acknowledge receipt of the Rural Municipalities of Alberta, Backgrounder, publication in respect to Bill 18: Provincial Priorities Act, dated April 2024, with RMA’s key message being:

*“Bill 18 places additional red tape around federal-municipal funding agreements. Municipalities are reliant on provincial and federal grant funding to support local priorities. Any legislative or regulatory changes that make funding more difficult to access are concerning and contradict the province’s priority of reducing red tape.*

*From a municipal perspective, Bill 18 implies that municipalities are unable to determine what is best for their residents. Although the Government of Alberta is responsible for advocating for what is best for the province as a whole, municipalities are closest to their residents and are in the best position to determine how to support their communities.*

*Most federal-municipal agreements are small scale, supporting local community events and projects. RMA is concerned about politics interfering with these opportunities.*

*The high-level nature of the legislation creates uncertainty for municipalities in terms of how current funding opportunities will be impacted. It is unknown whether regulations will be developed to exempt certain projects.*

*Municipalities view themselves as partners of the provincial and federal government. Bill 18 instead further isolates municipalities from collaborating with other levels of government to support community needs.”*

Carried.

**10.2. Alberta Health Services, Reception Centres: A Guide for Municipalities**

546-24: Fenerty That Smoky Lake County acknowledge receipt of the publication received from Alberta Health Services, titled: “Reception Centres: A Guide for Municipalities”, received by email on April 8, 2024.

Carried.

547-24: Halisky That Smoky Lake County share the publication received from Alberta Health Services, titled: “Reception Centres: A Guide for Municipalities”, received on April 8, 2024, to any party involved with emergency management, including Town of Smoky Lake Family & Community Supports Services, and the Regional Emergency Management Committee.

Carried.

Dave Franchuk, Environment and Parks Manager, was present by speaker phone, time 10:39 a.m.

**10.3. Victoria Trail Agricultural Society, Request for Garbage Bins**

548-24: Serben

That Smoky Lake County provide in-kind assistance to the Victoria Trail Agricultural Society (VTAS) of waiving the Smoky Lake Landfill fees to dispose of materials for the duration of, and relating to, their major resurfacing project of the arena in Waskatenau, subject to them separating and sorting the waste appropriately to the best of their abilities, in response to the letter received from Chad Ollikka, Vice President of the Victoria Trail Agricultural Society (VTAS), dated April 18, 2024.

Carried.

The call ended with Dave Franchuk, Environment and Parks Manager, time 10:41 a.m.

**10.4. Invitation to Transportation & Economic Corridors Golf Day in Barrhead**

549-24: Halisky

That Smoky Lake County take no action to the invitation to participate in the Transportation & Economic Corridors Golf Day in Barrhead, as per the email received on April 19, 2024, from Michael Botros, P.Eng., Regional Director, North Central & Ft. McMurray Regions, Transportation and Economic Corridors.

Carried.

**Addition to the Agenda:**

**Alberta's Health Advisory Councils**

550-24: Serben

That Smoky Lake County promote the Government of Alberta's News Release titled "Get involved in Alberta's health advisory councils", dated April 16, 2025, to encourage Albertans across the province to apply to join the new advisory councils dedicated to improving health care in their communities.

Carried.

**11. Information Releases:**

Nil.

**12. Financial Reports:**

**Budget to Actual Report**

551-24: Halisky

That Smoky Lake County's financial reports, including the Budget to Actual as of April 18, 2024, and Financial Statements for the month of February 2024 and March 2024, be accepted for information.

Carried.

**13. Next Meeting(s):**

**Reconfirm County Council Meeting Date**

552-24: Halisky

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

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

Thursday, May 23, 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.

**Scheduled County Council Meetings**

553-24: Céré That the next Smoky Lake County Council Meetings be scheduled for:  
Thursday, June 13, 2024, at 9:00 a.m., (Regular),  
Thursday, June 27, 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.

Brenda Adamson, Finance Manager, virtually left the Meeting, time  
10:46 a.m.

**Executive Session:**

**14.3. Personnel Issue, Chief Administrative Officer (CAO) Recruitment**

554-24: Céré That Smoky Lake County Council go into Executive Session to discuss  
a Personnel Issue, in respect to Chief Administrative Officer (CAO)  
Recruitment, under the authority of FOIP Act: Section 27: Privileged  
Information, in the presence of all Council, Interim Chief Administrative  
Officer, and Executive Services Clerk, time 10:49 a.m.

Carried.

555-24: Fenerty That Smoky Lake County Council go out of Executive Session, time  
11:01 a.m.

Carried.

**6. Municipal Planning Commission:**

**Meeting Recessed** The Council meeting was recessed at 11:02 a.m. to undertake a  
Municipal Planning Commission Meeting on a separate agenda with  
separate minutes.

**Meeting Reconvened** The Council meeting reconvened on a call to order by the Reeve at 11:24  
a.m. in the physical or virtual presence of all Council Members, Interim  
Chief Administrative Officer, Executive Services Clerk, Planning &  
Development Manager, Natural Gas Manager, Fire Chief, Agricultural  
Fieldman, Municipal Clerk, and 7 Members of the Public.

**11:31 to 11:50 a.m. Public Question and Answer Period:**

Hank Holowaychuk, Member of the Public, questioned if the County  
will be making an effort to participate in pitch-in week, particularly on  
the roads leading to the landfills.

Council responded:

- Roadside cleaning is carried out every spring along the roads to  
the landfills and is done year-round as needed. Pitch-in week a  
great event to promote on social media and bring awareness to  
remind drivers to slow down when passing clean-up crews.

Dee Cherwoniak, Member of the Public, questioned why the location of  
the proposed Métis (MNA) Supportive Living Facility was moved to the  
north end of the river lot and what the process will be to keep the  
community updated when there is a development permit received for it.

Council responded:

- The land was acquired by the MNA through a federal grant and  
with a stipulation that the portion of untouched/natural land  
remain preserved as such, so the location was moved to the north  
end of lot where the land had previously been cultivated in past.

Administration responded:

- Development Permits are made public through the Municipal Planning Commission (MPC) meetings and the MPC agendas and information can be found on the County website. Also, we hope to involve the public in the design elements, possibly through an open house.

One Member of the Public, left Council Chambers, time 11:50 a.m.

**14.1. Personnel Issue: Agricultural Department Staffing**

556-24: Fenerty

That Smoky Lake County Council go into Executive Session to discuss a Personnel Issue, in respect to Agricultural Department Staffing, under the authority of the FOIP Act Section 24: Advice from Officials, in the presence of all Council, Interim Chief Administrative Officer, Agricultural Fieldman, and Executive Services Clerk, time 11:52 a.m.

Carried.

557-24: Céré

That Smoky Lake County Council go out of Executive Session, time 12:08 p.m.

Carried.

**Quotes for Contract Herbicide Application Services**

558-24: Gawalko

That Smoky Lake County request quotes from licensed vegetation control service companies to potentially provide the County with contract licensed herbicide application services between of the period of June 15, 2024, to September 1, 2024, for the purpose of covering the temporary shortfall in staffing and meet the vegetation management program requirements, as discussed on April 25, 2024, while in Executive Session, under the authority of the FOIP Act Section 24: Advice from Officials.

Carried.

Chris Minailo, Public Work Manager, Mark Fedoretz, Public Works Shop Foreman, and Bob Novosiwsky, Public Works Road Foreman, entered Council Chambers, time 12:08 p.m.

**14.2. Legal Issue: Equipment Rental Agreement Proposal**

559-24: Céré

That Smoky Lake County Council go into Executive Session to discuss a Legal Issue: Equipment Rental Agreement Proposal, under the authority of the FOIP Act Section 24: Advice from Officials, in the presence of all Council, Interim Chief Administrative Officer, Executive Services Clerk, Public Work Manager, Public Works Shop Foreman, and Public Works Road Foreman, time 12:09 p.m.

Carried.

560-24: Halisky

That Smoky Lake County Council go out of Executive Session, time 12:29 p.m.

Carried.

**15. ADJOURNMENT:**

561-24: Fenerty

That the Smoky Lake County Council Meeting of April 25, 2024, be adjourned, time 12:30 p.m..

Carried.

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REEVE

SEAL

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CHIEF ADMINISTRATIVE OFFICER