

SMOKY LAKE COUNTY

Minutes of the **County Council Meeting** held on Thursday, **May 9, 2024**, at 9:01 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, May 9, 2024</u>
1	Dan Gawalko	Present in Chambers
2	Linda Fenerty	Present in Chambers
3	Dominique Cere	Present in Chambers
4	Lorne Halisky	Present in Chambers
5	Jered Serben	Present in Chambers
Interim CAO	Lydia Cielin	Present in Chambers
Finance Manager	Brenda Adamson	Present in Chambers
Executive Svcs/R.S.	Patti Priest	Virtually Present

Observers in Attendance Upon Call to Order:

Natural Gas Manager	Daniel Moric	Virtually Present
	Tate Murphy	Present in Chambers
Public Works Manager	Chirs Minailo	Present in Chambers
Ag. Fieldman	Carleigh Danyluk	Present in Chambers
Fire Services Clerk	Meaghan Andreychuk	Virtually Present
Public	3 Members	Virtually Present
Media	No Members	N/A
RCMP	Sgt. Anita Doktor	Present in Chambers
Delegation, 4-H	Ellie Senetza	Present in Chambers

2. Agenda:

562-24: Fenerty That the Smoky Lake County Council Meeting Agenda for Thursday, May 9, 2024, be adopted, as amended:

Addition to the Agenda:

1. Friends of the Vilna Pool Hall Society - Request for FCSS Funding.
2. Executive Session – Legal Issue: Letter from Concerned Ratepayer.

Carried Unanimously.

3. Minutes:

3.1. Council Committee of the Whole Meeting Minutes of April 17, 2024

563-24: Cere That the minutes of the **Smoky Lake County Council Committee of the Whole Meeting**, held on Wednesday, April 17, 2024, be adopted as presented.

Carried.

3.2. Council Budget Meeting Minutes of April 24, 2024

564-24: Halisky That the minutes of the **Smoky Lake County Council Budget Meeting**, held on Wednesday, April 24, 2024, be adopted as presented.

Carried.

3.3. Council Regular Meeting Minutes of April 25, 2024

565-24: Gawalko That the minutes of the **Smoky Lake County Council Regular Meeting**, held on Thursday, April 25, 2024, be adopted as presented.

Carried.

4. Delegations:

Ellena Senetza, President of the Bellis 4-H Club

Present before Council from 9:05 a.m. to 9:10 a.m. was Ellena Senetza, President of the Bellis 4-H Club, to thank the County for previous support and provide a review of the Clubs activities and volunteerism, as well as request continued support of their champion belt buckles.

Ellena Senetza, President of the Bellis 4-H Club, left Council Chambers, time 9:10 a.m.

Carole Dowhaniuk, GIS Operator, and Scott Franchuk, Fire Chief, virtually joined the meeting, time 9:11 a.m.

One Member of the Public, virtually joined the meeting, time 9:12 a.m.

Bellis 4-H Club - Request for Sponsorship

565-24: Halisky

That Smoky Lake County Council approve to sponsor the Bellis 4-H Beef Club trophy belt buckles with funds allocated from the Agricultural Budget, in the amount of \$1,225.00, towards the champion and reserve champion steers as well as for supreme female and reserve supreme female, to be awarded at their annual achievement day scheduled for June 10, 2024, to be held in Waskatenau.

Carried.

Smoky Lake RCMP Detachment

Present before Council from 9:12 a.m. to 9:36 a.m. was Sgt. Anita Doktor – Detachment Commander, and Cpl. Brendin Feere - NCO, Smoky Lake RCMP Detachment, to provide a briefing on a proposal in respect to the County Peace Officer working collaboratively with the Smoky Lake RCMP Detachment to target crime hot spots through patrolling under an assigned schedule (which will be considered at a later date), as well as review the Smoky Lake RCMP Detachment Community Policing Report from January 1, 2024 to March 31, 2024.

Sgt. Anita Doktor – Detachment Commander, and Cpl. Brendin Feere - NCO, Smoky Lake RCMP Detachment, left Council Chambers, time 9:36 a.m.

Smoky Lake RCMP Detachment – Annual Performance Plan 2024-2025

566-24: Cere

That Smoky Lake County Council accept the verbal presentation received from the May 9, 2024, Delegation: Smoky Lake RCMP Detachment representatives: Sgt. Anita Doktor – Detachment Commander, and Cpl. Brendin Feere - NCO, Smoky Lake RCMP Detachment, as information.

Carried.

One Member of the Public virtually joined the meeting time 9:39 a.m.

10. Correspondence:

10.7. Smoky Lake RCMP Detachment Community Policing Report

567-24: Fenerty

That Smoky Lake County Council acknowledge receipt of the Smoky Lake RCMP Detachment Community Policing Report from January 1, 2024 to March 31, 2024.

Carried.

5. Public Hearing:

Nil.

6. Municipal Planning Commission:

Nil.

7. Request for Decision:

7.1. Contract Licensed Vegetation Control for County Right of Ways

568-24: Serben

That Smoky Lake County engage Cortex Vegetation Controls, to perform licensed vegetation control services within the County for the period of June 15, 2024, to September 1, 2024, up to a maximum cost in the amount of \$9,147.00, to apply vegetation control on both sides of the County's road allowance for approximately 300 miles, in response to the recent shortfall in staffing of the Agricultural Department and to meet the vegetation management program requirements.

Carried.

7.2. Weed and Pest Inspector Appointment

569-24: Fenerty

That Smoky Lake County Council appoint Kierstin Dubitz as a Weed and Pest Inspector for Smoky Lake County, effective May 6, 2024 to termination of employment.

Carried.

7.3. Safe Grad Request to use Victoria Picnic Grounds

570-24: Cere

That Smoky Lake County **take no action** to the email received from Cheryl Semeniuk, dated April 22, 2024, requesting the H. A. Kostash Graduating Class of 2024 to use the Victoria Picnic Grounds site, located at the rural address of 58343 Hwy 855, for a Safe Grad Celebration on Saturday June 29, 2024, as the said land is not owned by the County and the extent of liability risk is unknown.

Carried.

7.4. Year-2024 Junior Fire Summer Day Camp - Request for FCSS Funding

571-24: Cere

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

Community Group	Eligibility	Funding
Smoky Lake County Year-2024 Junior Fire Summer Day Camp	Teaches youth interpersonal, planning, and decision-making skills	\$6,500.00

Carried.

7.5. Policy Statement No. 15-01-03: Discipline Policy

572-24: Halisky

That Smoky Lake County Council amend Policy Statement No. 15-01-03: Discipline Policy:

Title: Discipline Policy	Policy No.: 01-03
Section: 15	Code: P-S Page No.: 1 of 8 <i>E</i>

Legislation Reference:	<i>Municipal Government Act, Section 201(1)</i>
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Purpose:	To describe the disciplinary process for correcting unacceptable performance or conduct among employees that is fair and consistent of all employees.
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Title: Discipline Policy		Policy No.: 01-03
Section: 15	Code: P-S	Page No.: 1 of 8 <i>E</i>

Legislation Reference:	<i>Municipal Government Act, Section 201(1)</i>
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Purpose:	To describe the disciplinary process for correcting unacceptable performance or conduct among employees that is fair and consistent of all employees.
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Policy Statement and Guidelines:	
1.	<p>STATEMENT:</p> <p>This Discipline Policy outlines "Progressive Discipline" Framework that lays out the County's procedure for corrective actions related to unacceptable employee work performance and inappropriate workplace conduct. The County reserves the right to combine, modify, or skip steps in this Policy depending on the nature of the concern. Nothing in this Policy modifies or alters the at-will employment between Smoky Lake County and its employees.</p>
2.	<p>DEFINITION(S):</p> <p>2.1 Discipline: is an action taken in instances where the employee should be aware of the performance and conduct expected of them; where the employee has the capacity to meet the performance or conduct expected, but the employee fails to provide satisfactory performance or conduct.</p> <p>2.2 Progressive Discipline: is tiered discipline measures that help an employee understand that a problem may exist and gives them a chance for improvement before moving to a more serious tier of discipline if the conduct continues. The idea of progressive discipline is that after a number of attempts to rectify an employee's performance or conduct, to obtain documentation to terminate the employee with cause.</p> <p>2.3 Discipline Measures: range from verbal warning, written warning, final warning/suspension to termination, with terminations always being an absolute last resort.</p>
3.	<p>OBJECTIVES:</p> <p>3.1 To ensure fair and consistent process is in place for disciplinary action to address an employee's performance or conduct within a responsible timeframe.</p> <p>3.2 To communicate the framework of progressive discipline and provide a process for effectively notifying an employee when there is an issue with their performance or conduct and gives the employee an opportunity to correct it.</p> <p>3.3 Ensure Disciplinary actions are congruent to the current Alberta Employment Standards Code, Collective Agreement between Smoky Lake County and International Union of Operating Engineers Local 955 and Canadian Union of Public Employees Local 4575, and County Bylaws, Policies, and Contracts.</p>

Title: Discipline Policy		Policy No.: 01-03
Section: 15	Code: P-S	Page No.: 2 of 8 <i>E</i>

Policy Statement and Guidelines:	
4.	<p>GUIDELINES</p> <p>It's important to note that there is no one size fits all approach to disciplinary actions. Each situation will differ depending on the employee, their conduct and the overall material impact on the workplace and County. Progressive discipline gives both the employer and employee the opportunity to provide the employee with the tools for improvement.</p>
4.1	<p>Responsibilities of the Chief Administrative Officer (or designate):</p> <ul style="list-style-type: none"> ■ Recommend changes to the Discipline Policy when considered appropriate. ■ Advise managers in the application and monitoring of the Discipline Policy. ■ Take appropriate corrective action when deemed necessary. ■ Review each case with the appropriate Union representative if the employee is a Union Member. ■ Ensure that a copy of all correspondence between the employer and employee in respect to discipline, is maintained in the employee file.
4.2	<p>Responsibilities of the Managers:</p> <ul style="list-style-type: none"> ■ Be held accountable by the Chief Administrative Officer (or designate) for conducting necessary corrective actions in their respective departments. ■ Ensure employees are aware of the this Discipline Policy. ■ Be aware of the Rights for all employees, referencing Alberta Employment Standards Code, Union Collective Agreements with the County, and County Bylaws, Policy and Contracts.
4.3	This Policy applies to all union and out-of-scope (non-union) employees, supervisors, and managers working for Smoky Lake County.
4.4	<p>Employees must be aware and comply with this Policy as part to their responsibilities and are required to sign and date the acknowledgement page, as per Schedule "A": Discipline Policy Acknowledgement, which confirms the Policy was received by the employee and confirms understanding of its contents.</p>
4.4.1	The signature sheet will be kept in the Personnel File. If the Policy is revised, copies of the revised documents and acknowledgment page will be re-distributed to each employee for authorization.
4.5	The primary focus of enacting Progressive Discipline measures is to allow time for the Employer and Employee to resolve the issues causing the unacceptable work performance or conduct and find corrective actions that would deter any future issues of a similar nature. The Progressive Discipline is a four-step process described in Section 5.3:

Title: Discipline Policy		Policy No.: 01-03
Section: 15	Code: P-S	Page No.: 3 of 8 E

Policy Statement and Guidelines:

4.6 The following is a list, while certainly not an exhaustive list, of all unacceptable offences, includes some of the most common examples that would warrant Progressive Discipline action up to and including termination of employment:

- Violation of County Policies such as Harassment or violence in the workplace
- Consistent lateness or absenteeism
- Abuse of County property
- Falling short of job expectations
- Creating conflict with or between co-workers
- Special Circumstances: it's critical to note that in cases of severe misconduct (e.g., theft, violence, fraud, impairment while operating vehicles or equipment or breach of trust), the employer may have grounds to proceed directly to termination, bypassing progressive steps. *Nonetheless, the onus remains on the employer to prove that the misconduct occurred and was sufficiently serious to justify immediate dismissal.*

5. PROCEDURES

5.1 The steps of Progressive Discipline shall be utilized as soon as an employee is not meeting expectations and immediate documentation describing the situation will be conducted by the Manager to document evidentiary record throughout the entire disciplinary process, **Schedule "B": Discipline Notice**, will be completed for all discipline steps involved.

5.2 The Manager and Chief Administrative Officer (or designate) will make a determination as to the severity of the offence while considering factors including, but not limited to, length of employment, employee's record and position.

5.3 **Progressive Discipline Steps:**

5.3.1 **Step 1: Verbal Warning**

Verbal counseling is typically the first step in the Progressive Discipline process and shall be performed by the Manager, upon concern with an employee's work performance or conduct. The Manager will meet with the employee face-to-face to communicate to the employee: what the nature of the concern is and to clearly describe what the Manager's expectations are, and how the employee is falling to meet those expectations. There shall be a clear message about what the consequences are if the work performance or conduct continues and the direction and support that shall be offered to the employee to improve.

After the employee and Manager have completed the verbal counseling, the Manager will complete **Schedule "B": Discipline Notice**, as the written documentation for the evidentiary record outlining the summary of the conversation and the steps the employee must take. The employee will be asked to sign this document and it will be placed in the employee's personnel file.

Title: Discipline Policy		Policy No.: 01-03
Section: 15	Code: P-S	Page No.: 4 of 8 E

Policy Statement and Guidelines:

5.3.2 **Step 2: Written Warning**

Written warning is issued after Step 1, if the concern remains unresolved. Written warning is a formal documentation detailing the continuation of unacceptable work performance and conducts outlined in **Schedule "C": Letter of Warning**.

The Manager will meet with the employee face-to-face to read the Letter of Warning to the employee and provide them with a copy of it. The details of the written warning should also provide the employee with constructive advice to resolve the issue and potentially connect them with external resources if necessary. The Manager will complete **Schedule "B": Discipline Notice**, as documentation for evidentiary record, detailing the conversation to offer direction and support for the employee to improve their future performance or conduct. The Manager will have the employee sign and date the Discipline Notice to indicate receipt of the written warning. One copy of the warning should be placed in the employee's personnel file and another copy is given to the employee.

5.3.3 **Step 3: Final Written Warning / Suspension**

In this final written warning, an employee will be notified that they have failed to successfully improve their work performance or conduct resulting in additional disciplinary action or immediate suspension without pay to complete an investigation. This final written warning will include a reference to previous disciplinary actions and discussions. The Manager will complete **Schedule "B": Discipline Notice**, as documentation for the evidentiary record. The Manager will have the employee sign and date the Discipline Notice to indicate receipt of the final written warning. One copy of the warning should be placed in the employee's personnel file and another copy is given to the employee.

NOTE: Evaluate: Following any discipline process will allow for evaluation time so the employee can reflect and improve on their work performance or conduct. The amount of time and leniency will depend on the situation. The evaluation process will be documented along with the employee's conduct throughout.

5.3.4 **Step 4: Termination**

Lastly, if an employee fails to correct their work performance or conduct, the result may be termination of employment. This is not a step the County takes lightly and terminating with or without cause may, if necessary, initiate legal advise. The County reserves the right to combine, modify, and skip steps depending on the circumstances of each specific situation. Employees may be terminated without prior notice or disciplinary action.

The Manager will complete **Schedule "B": Discipline Notice**, as documentation for the evidentiary record. The documentation and termination letter will be placed in the employee's personnel file.

Title: Discipline Policy	Policy No.: 01-03
Section: 15	Code: P-S
	Page No.: 5 of 8 <i>E</i>

Policy Statement and Guidelines:	
5.4	Any records of written discipline action shall be removed from the employee's personnel file when:
5.4.1	two (2) years have elapsed from the date of the occurrence resulting in discipline and with no further disciplinary action. No records shall be removed unless there has been two (2) years of service with no recurrence of any form of discipline.
5.4.2	such disciplinary action has been determined to be unjustified and dismissed.
6. APPEAL:	
6.1	During each discipline step of this Policy, an employee will have the opportunity to present information to dispute disciplinary actions in the form of an appeal.
6.1.1	Union Employees methods and procedures of appeal are found within the respective Collective Agreement. Union employees are encouraged to review their respective Collective Agreement and to contact their Union.
6.1.2	Non-Union (Out-of-Scope) Employees may provide relevant information through written submission to their Manager and/or the Chief Administrative Officer (or designate) within five (5) business days of the disciplinary action being issued.
6.1.2.1	The Manager and/or the Chief Administrative Officer (or designate) will determine if the appeal has merit and render a decision in writing within ten (10) working days of receiving the appeal. The decision of the Chief Administrative Officer is final.
6.1.2.2	Management Employees may appeal their discipline to Council.
6.2	The purpose of an appeal is to give the employee the opportunity to provide insight, perspective, and facts into extenuating circumstances that may have contributed to the incident/event for which discipline was issued and not to debate but rather to give the employee the chance to provide insight into extenuating circumstances that may have contributed to the employee's unacceptable work performance or conduct.

Section 15

Policy: 01-03

SCHEDULE "A"



**DISCIPLINE POLICY
ACKNOWLEDGEMENT**

I, _____ (*print name*), as an employee of Smoky Lake County, hereby acknowledge that I have read and reviewed:

**Discipline Policy
Policy Statement No. 15-01-03.**

Please initial the statement below:

_____ I understand that as an employee, Smoky Lake County as an employer, utilizes the Progressive Discipline Steps Process as described in the contents of this Policy.

DATED this _____ day of _____, 20 ____.

Employee – Signature

(Print name)

Employer - Signature

This form also gets noted by the Payroll Department and placed in the Employee's Personnel File for record purposes.

Section 15

Policy: 01-03

SCHEDULE "B"



DISCIPLINE NOTICE

Progressive Discipline Steps

- Verbal Warning
- Written Warning
- Final Written Warning / Suspension
- Termination

This form refers to one incident only

DATE: _____

Employee Name (print name):	Job Title:	Department:
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Description of Incident:

Disciplinary Action Taken: *Detail the actions that the employee must undertake including a timeframe.*

Next Level of Discipline for Repeat Offense:

- Verbal Warning
- Written Warning
- Final Written Warning / Suspension
- Termination

Employee Comments:

Manager's Name (print name)	Manager's Signature
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Employee's Acknowledgement of Receipt Signature	Date:
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Chief Administrative Officer: <i>Signature</i>	Date:
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Copy to Payroll for placement in Employee Personnel File: <i>Person Submitting (Print name & signature)</i>	Date
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Schedule B: Discipline Notice

Page 7 of 8.

Section 15

Policy: 01-03

SCHEDULE "C"



LETTER OF WARNING

Template

County Letterhead

Date:

Employee Address:

Dear Employee:

Paragraph One:

Describe incident/offence/situation/concern which had led to the warning. Be clear and specific, using dates and times where possible. Avoid making assumptions about the employee's conduct where possible. Stick to facts. If the employee has received prior verbal or written warnings, make note of this in this letter.

Paragraph Two:

Describe specifically the change(s) of the desired performance you want to see and your expectations of the employee.

Paragraph Three:

Advise the employee of a review date, to meet and discuss progress. You may wish to include a positive statement regarding your belief in the employee's ability to make the changes necessary.

If this is a final warning letter, advise the employee that any further incidences of the behavior will result in termination.

Sincerely,

Manager's Name
Title

Schedule C: Letter of Warning - Template

Page 8 of 8.

Carried.

7.6. Alberta Advantage Immigration Program - Rural Renewal Stream Designation

573-24: Serben

That Smoky Lake County endorse a letter of support for the Smoky Lake Region (Smoky Lake County, Town of Smoky Lake, Village of Vilna, and Village of Waskatenau) to become a Designated Community under the Rural Renewal Stream (RRS) through the Alberta Advantage Immigration Program (AAIP); and approve the Smoky Lake Regional Chamber of Commerce to be the lead in submitting the Rural Renewal Community Designation Application form and act as the Economic Development Organization (EDO) who will lead and manage the project and represent the Community through the designation period (approximately three-years) to fulfill the responsibilities of a designated community which are:

- identifying and working with community employers that have permanent (minimum of 12 months, full-time, non-seasonal) jobs that need to be filled;
- connecting with a settlement providing organizations to identify and plan for some of the settlement needs within the community;
- developing additional criteria (optional) to recruit foreign nationals;
- this could include narrowing down the occupations that the community is interested in recruiting;
- responding to foreign national inquiries while community is actively recruiting;
- collaborating with employers on selecting and endorsing the foreign national; and
- developing and implementing a plan for welcoming and settling foreign national(s) to the community.

Carried.

7.7. Smoky Lake Holubka Dancers – Additional Named Insured (ANI) Application

574-24: Fenerty

That Smoky Lake County Council accept the Smoky Lake Holubka Dancers as an Additional Named Insured (ANI) with RMA under the County's Insurance Umbrella; and execute the Municipality / Additional Named Insured Letter of Understanding Agreement under Policy Statement No. 14-B.02-02.

Carried.

One Member of the Public, virtually left the meeting, time 10:16 a.m.

Addition to the Agenda:

Friends of the Vilna Pool Hall Society - Request for FCSS Funding

575-24: Halisky

That Smoky Lake County **defer** consideration to allocate funding from the 2024 Family and Community Support Services (FCSS) Grant budget in accordance with Policy No. 08-17-01: Family and Community Support Services (FCSS) towards the Friends of the Vilna Pool Hall Society, to the next meeting to allow time for a **completed application** to be submitted.

Carried.

8. Interim Chief Administrative Officer's Report:

Nil.

9. Council Committee Reports:

Nil.

Bob Novosiwsky, Public Works Road Foreman, entered Council Chambers, time 10:35 a.m.

10. Correspondence:

10.1. RMA District 5 Annual Golf Tournament

576-24: Cere

That Smoky Lake County Council who can attend – attend the RMA District 5 Annual Golf Tournament, July 18, 2024, hosted by County of Vermilion River; and provide County Promotional items as per policy.

Carried.

10.2. Federation of Alberta Gas Co-ops Ltd. Members Meeting & FIRE AGM

577-24: Halisky

That Smoky Lake County Council who can attend – attend (Councillor Halisky & Gawalko) the FedGas Insurance Reciprocal Exchange (FIRE) Annual General Meeting & the Federation of Alberta Gas Co-ops Ltd. Members Meeting June 19, 2024 at the River Cree Resort & Casino.

Carried.

10.3. Minister of Public Safety and Emergency Services - RCMP and Future of Policing

578-24: Halisky

That Smoky Lake County Council acknowledge receipt of the Letter from Minister of Public Safety and Emergency Services, dated April 22, 2024, responding to the County's March 7, 2024 letter to the Premier regarding the RCMP and the future of policing in Alberta, dated May 1, 2024; **and** write a letter to the Lakeland Member of Parliament: Shannon Stubbs, concerning same and extending an invitation for her to be a delegation at future Council Meeting.

Carried.

10.4. 105th Anniversary Celebration of the Smoky Lake Train Station

579-24: Cere

That Smoky Lake County Council who can attend – attend the 105th Anniversary Celebration of the Smoky Lake Train Station, scheduled for May 25, 2024.

Carried.

10.5. Northeast Alberta Alliance for Growth & Opportunities (NAAGO) future of Hwy 28

580-24: Fenerty

That Smoky Lake County Council acknowledge receipt of the copy of the letter to the Chair of Northeast Alberta Alliance for Growth and Opportunities (NAAGO) from three MLAs: Scott Cyr, MLA for Bonnyville-Cold Lake-St. Paul, Glenn van Dijken, MLA for Athabasca-Barrhead-Westlock, and Dale Nally, MLA for Morinville-St. Albert, dated April 26, 2024, in respect to the future of Highway 28.

Carried.

10.6. Six Residents (Four Landowners) Request for Discount 900 Meters of Dust Control

581-24: Halisky

That Smoky Lake County respond to the letter from Trevor Henry representing 6 residents (4 landowners), requesting dust control for approximately 900 meters, dated May 1, 2024, by reviewing the Policy Statement No. 03-39-13: Dust Control, with the said landowners and reiterating the cost of Dust Control is as per policy, and is substantially subsidized by the County already.

Carried.

Whitefish Lake First Nation #128

582-24: Halisky

That Smoky Lake County Council extend an invitation to meet with Whitefish Lake First Nation #128 to for the purpose of discussing Range Road 130 maintenance and Mutal Aid agreements.

Carried.

10.8. Buffalo Lake Métis Settlement - Temporary Signage for Pro Rodeo

583-24: Halisky That Smoky Lake County Council give permission to allow temporary signage placement, subject to the placement being located on the County’s right-of-way, in response to the verbally request by Buffalo Lake Métis Settlement’s representative, to the Interim Chief Administrative Officer on April 30, 2024, for the purpose of wayfinding to the Buffalo Lake Métis Settlement’s Pro Rodeo hosted at the Tom Blyan Memorial Rodeo Grounds, 45km North of Smoky Lake within the Buffalo Lake Métis Settlement, scheduled for May 24-26, 2024.

Carried.

10.9. Alberta Emerald Foundation - Emerald Award for Métis Crossing Solar Project

584-24: Halisky That Smoky Lake County Council who can attend – attend the 33rd Annual Emerald Awards Ceremony, scheduled for June 6, 2024, being held in Calgary, Alberta, in response to the email from Alberta Emerald Foundation, dated April 26, 2024, announcing the Métis Crossing Solar Project as being shortlisted for the Energy Category.

Carried.

10.10. Government of Alberta’s “Alberta Drought Response Plan”

585-24: Halisky That Smoky Lake County Council acknowledge receipt of the Publication from the Government of Alberta, titled “Alberta Drought Response Plan” dated May 2, 2024, and share the information on the County’s Social Media, as well as at the 2024 Farmer and Ranchers Appreciation Day.

Carried.

11. Information Releases:

586-24: Fenerty That Smoky Lake County Council’s “Information Releases” received within the period of March to April, 2024, listed as follows, be filed for information:

Tracking Number & Description of Information Released:	Date Released:	Municipal File #:
R045.24 – County Manager's Reports for March 2024	Mar.26'24	N/A
R046.24 – RMA Contact Newsletter March 28, 2024	Mar.28'24	1-10
R047.24 - UCC-APC Newsletter, March 31, 2024	Apr.04'24	1-209
R048.24 - UCC-APC Newsletter, April 2, 2024	Apr.03'24	1-209
R049.24 - UCC-APC Newsletter, April 9, 2024	Apr.09'24	1-209
R050.24 – RMA Contact Newsletter April 5, 2024	Apr.09'24	1-10
R051.24 - HAK School April 2024 Newsletter	Apr.09'24	17-4
R052.24 – RMA Contact Newsletter April 12, 2024	Apr.12'24	1-10
R053.24 - UCC-APC Newsletter, April 13	Apr.15'24	1-209
R054.24 - RCMP Media Release - Smoky Lake 2024-491722	Apr.16'24	2-85
R055.24 - Town FCSS Emergency Social Services Training	Apr.17'24	2-24
R056.24 - RMA Contact Newsletter April 19, 2024	Apr.22'24	1-10
R057.24 - UCC-APC Newsletter, April 22, 2024	Apr.22'24	1-209
R058.24 – County Manager's Reports for April 2024	Apr.22'24	N/A
R059.24 – Waskatenau Pryveet April 10 2024 ANI Minutes	Apr.23'24	7-69
R060.24 - Minister Response to NAAGO Hwy 28 Apr 22'24	Apr.23'24	1-226 & 3-161
R061.24 - ERWMSA – Minutes, Audit, & Financials	Apr.23'24	4-29
R062-24 - Victoria Home Guard - Annual Report	Apr.23'24	7-88
R063.24 - UCC-APC Newsletter, April 23	Apr.24'24	1-209
R064.24 - Fed Gas 60th Anniversary & upcoming events	Apr.24'24	9-22
R065.24 - LARA Events & Update April 15, 2024	Apr.25'24	62-9
R066.24 – RMA Contact Newsletter April 28, 2024	Apr.29'24	1-10
R067.24 - NSWSA Newsletter April 30, 2024	Apr.30'24	4-35
R068.24 - RMA Bill 20 Member Resource & Press Release	Apr.30'24	1-10

Carried.

12. Financial Reports:

Bills and Accounts – Cheque Register

587-24: Halisky

That Smoky Lake County’s Cheque Register as of May 9, 2024, as follows, be filed for information:

County Council Meeting: May 09th 2024

Batch #	Cheque Numbers	Total of Batch
PMCHQ230	54238 to 54269	\$35,429.37
PMCHQ232	54270 to 54284	\$20,469.34
PMCHQ233	52485 to 52504	\$205,383.29
PMCHQ235	52505 to 52507	\$208,973.28
Total Cheques from 54238 to 52507		\$470,255.28

Batch #	EFT Numbers	Total of Batch
240411	1327 to 1337	\$52,032.02
240418	1338 to 1348	\$274,251.12
240424	1349 to 1359	\$83,449.58
Total EFTs from 1327 to 1359		\$409,732.72

Direct Debit Register

Batch #	Description	Total of Batch
PMPAY075	AB School Foundation	\$494,408.64
Total Direct Debits		\$494,408.64

Grand Total Bills and Accounts	\$1,374,396.64
<i>(Note: From General Account)</i>	

Carried.

13. Next Meeting(s):

Next & Scheduled County Council Meetings

588-24: Gawalko

That the next Smoky Lake County Council Meetings be re-confirmed and **scheduled** as follows:

Thursday, May 23, 2024, at 9:00 a.m. (Regular Council Meeting)

Thursday, June 13, 2024, at 9:00 a.m. (Regular Council Meeting)

Thursday, June 27, 2024, at 9:00 a.m. (Regular Council Meeting)

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

Carried.

11:30 to 11:31 a.m.

Public Question and Answer Period:

None.

14. Executive Session:

14.1. Legal Issue: Security Vulnerabilities

14.2. Personnel Issue: Chief Administrative Officer (CAO) Recruitment

Legal Issue: Letter from Concerned Ratepayer (Addition to the Agenda)

589-24: Cere

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

- from 11:32 a.m. to 11:43 a.m. to discuss a Legal Issue, in respect to Security Vulnerabilities, under the authority of FOIP Act: Section 27: Privileged Information;
- from 11:43 a.m. to 12:09 a.m. to discuss a Personnel Issue, in respect to Chief Administrative Officer (CAO) Recruitment, under the authority of FOIP Act: Section 27: Privileged Information; and
- from 12:09 a.m. to 12:28 a.m. to discuss a Legal Issue, in respect to a Letter from Concerned Ratepayer, under the authority of FOIP Act: Section 27: Privileged Information.

Carried.

590-24: Halisky

That Smoky Lake County Council go out of Executive Session, time 12:28 p.m.

Carried.

Smoky Lake Food Bank Location

591-24: Halisky

That Smoky Lake County recommend the Town of Smoky Lake Administration and County Administration work together in consultation with the Smoky Lake Food Bank operators, to explore potential options for relocating the Smoky Lake Food Bank, and bring forward the findings to a future meeting for consideration.

Carried.

Letter from Concerned Ratepayer

592-24: Serben

That Smoky Lake County Council defer the letter received on May 9, 2024, in Executive Session as a Legal Issue, in respect to a letter from concerned ratepayer, under the authority of FOIP Act: Section 27: Privileged Information, to the May 23, 2024, Council Meeting for further discussion.

Carried.

15. ADJOURNMENT:

593-24: Gawalko

That the Smoky Lake County Council Meeting of May 9, 2024, be adjourned, time 12:30 p.m..

Carried.

REEVE

S E A L

CHIEF ADMINISTRATIVE OFFICER