

SMOKY LAKE COUNTY

Minutes of the **County Council Meeting** held on Thursday, **December 12, 2024**, at 9:00 A.M. held both virtually online and physically in Council Chambers.

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

| ATTENDANCE | | |
|-------------------|----------------------|--------------------------------|
| <u>Div. No.</u> | <u>Councillor(s)</u> | <u>Thursday, Dec. 12, 2024</u> |
| 1 | Dan Gawalko | Present in Chambers |
| 2 | Linda Fenerty | Present in Chambers |
| 3 / Deputy Reeve | Dominique Céré | Present @ 9:10 a.m. |
| 4 | Lorne Halisky | Present in Chambers |
| 5 / Reeve | Jered Serben | Present in Chambers |
| CAO | Kevin Lucas | Present in Chambers |
| Finance Manager | Brenda Adamson | Present in Chambers |
| Executive Srv/RS | Patti Priest | Present in Chambers |

Observers in Attendance Upon Call to Order:

| | | |
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| Comm. Officer | Evonne Zukiwski | Virtually Present |
| P & D Manager | Jordan Ruegg | Virtually Present |
| Fire Srv/Muni Clerk | Meaghan Andreychuk | Virtually Present |
| P.W. Manager | Chris Minailo | Present in Chambers |
| Nat Gas Manager | Daniel Moric | Virtually Present |
| GIS Operator | Carole Dowhaniuk | Virtually Present |
| Health & Safety Cor. | Jasmine Schaub | Present in Chambers |
| Fire Chief | Scott Franchuk | Virtually Present |
| Public | 2 Members | Present |

2. Agenda:

156-24: Fenerty That the Smoky Lake County Council Meeting Agenda for Thursday, December 12, 2024, be adopted, as amended:

Additions to the Agenda:

1. Renewal of the GIS Contract
2. Ten-Year Capital Budget
3. Gas Alberta Gives Back program
4. Financial Statements for the Month of October 2024
5. Discontinuation of January 7th as a Statutory Holiday

Carried Unanimously.

3. Minutes:

3.1. Minutes of the Organizational Council Meeting, Thursday, October 24, 2024

157-24: Fenerty That the minutes of the Smoky Lake County Organizational Council Meeting, held on Thursday, October 24, 2024, be adopted as presented.

Carried.

3.2. Minutes of the Regular Council Meeting, Thursday, October 24, 2024

158-24: Halisky That the minutes of the Smoky Lake County Regular Council Meeting, held on Thursday, October 24, 2024, be adopted as presented.

Carried.

3.3. Minutes of the Budget Council Meeting, Tuesday, October 29, 2024

159-24: Gawalko That the minutes of the Smoky Lake County Budget Council Meeting, held on Tuesday, October 29, 2024, be adopted as presented.

Carried.

3.4. Minutes of the Special Council Meeting, Wednesday, October 30, 2024

160-24: Fenerty That the minutes of the Smoky Lake County Special Council Meeting, held on Wednesday, October 30, 2024, be adopted as presented.

Carried.

3.5. Minutes of the Regular Council Meeting, Thursday, November 14, 2024

161-24: Gawalko That the minutes of the Smoky Lake County Regular Council Meeting, held on Thursday, November 14, 2024, be adopted as presented.

Carried.

3.6. Minutes of the Budget Council Meeting, Wednesday, November 20, 2024

162-24: Halisky That the minutes of the Smoky Lake County Budget Council Meeting, held on Wednesday, November 20, 2024, be adopted as presented.

Carried.

3.7. Minutes of the CAO Evaluation Meeting, Friday, November 22, 2024

163-24: Fenerty That the minutes of the Smoky Lake County Chief Administrative Officer (CAO) Evaluation Council Meeting, held on Friday, November 22, 2024, be adopted as presented.

Carried.

Delegation: Tom Mykytiuk, Landowner, entered Council Chambers, time 9:08 a.m.

Chandler Kerr, Community Peace Officer, virtually joined the meeting, time 9:09 a.m.

7. Request for Decision:

7.2. Policy Statement No. 03-39-13: Dust Control

164-24: Halisky That Smoky Lake County Policy Statement No. 03-39-13: Dust Control, be amended to recoup the actual cost of Blade Mix Oil dust control by reducing the length from 150 meters at a cost in the amount of \$3,000.00 to 100 meters at a cost in the amount of \$2,700.00, and to increase Public Works efficiencies by changing the application deadline from May 1st to May 31st, as follows:

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| Title: Dust Control | Policy No.: 39-14 | | |
| Section: 03 | Code: P-R | Page No.: 1 of 6 | E |
| Legislation Reference: Municipal Government Act | | | |
| Purpose: | To specify guidelines for the provision of dust control suppression applications to areas of municipal roadways adjacent to residences. | | |
| Policy Statement and Guidelines: | | | |
| 1. STATEMENT: | | | |
| 1.1 | County recognizes that dust from gravel roads may create health, safety or general nuisance concerns for residents and therefore, provides a dust suppression program to mitigate the impact of dust in front of residences. | | |
| 1.2 | The County will implement the use of products for dust suppression which are environmentally safe and cost effective. | | |
| 1.3 | The County reserves the right to maintain or rework the application as required for safety and rideability. | | |
| 1.4 | The dust control suppression program usually commences in late spring and can continue through the summer months. | | |
| 1.5 | The County does not guarantee, in any way, the effectiveness of the dust control treatment agent or application for the purpose intended. Once the suppressant has been applied no refunds will be made. | | |
| 2. DEFINITIONS: | | | |
| 2.1 | Blade Mix Oil: | Mineral substance agent mixed with gravel to be on road surface for dust suppression. | |
| 2.2 | MG-30 (Magnesium Chloride): | A treatment agent for road surface that can be applied for dust suppression. | |
| 2.3 | Dust Control: | Measures to suppress dust on roads in front of residence. | |
| 2.4 | Exceptional Roads: | Active and high usage arterial and feeder gravel roads. | |
| 2.5 | Haul Roads: | Designated roads used regularly for hauling purposes. | |

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| Title: Dust Control | | Policy No.: 39-13 |
| Section: 03 | Code: P-R | Page No.: 2 of 6 E |

| Policy Statement and Guidelines: | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|--|--|------------------------|---|-----------------------------|------------------|---------------|--|--|----------------------------|--|--|-------------|------|-------------|-----------------------------|-----------------------------|--|----------|---------------------------|------------|---------------------------|-----------|---------|--------------|-----------------|-------------------|-----------------|------------------|----------------|-------------|--|-----------|---|-----------|-----------|--|--|------------------------|--|-----------|-----------|--|--|-----------|--|-----------|--|--------------|------------------|-------------------|------------------|------------------|------------------|----------|--|----------|---|----------|----------|--|--|----------|--|----------|----------|--|--|----------|---|----------|--|--|--|----------|--|----------|--|--------------|---------------|------------------|---------------|------------------|-----------------|--|------------------|-------------------|------------------|--------------------|------------------|-------|-----------------------|------------|--|-----------|-----------|---------|---|---------|---|-----------|--------|--------------|---------------------|--------------------|---------------------|--------------------|------------------|--|----------------|------------|----------------|-----------|---------|
| 3. RURAL RESIDENCES: | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3.1 The County will arrange for dust control on roads in front of a residence with a fee for Blade Mix Oil - 2 ½ inch thickness for \$2,700.00; and a fee for MG-30 of \$850.00 with two applications of treatment and application. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="3">BLADE MIX OIL</th> <th colspan="3">MG-30 (MAGNESIUM CHLORIDE)</th> </tr> <tr> <th>County Cost</th> <th>2 ½"</th> <th>County Cost</th> <th>1st Application</th> <th>2nd Application</th> <th></th> </tr> </thead> <tbody> <tr> <td>Gravel 1</td> <td>35 Tonne of 1" at \$25.00</td> <td>\$2,236.00</td> <td>20 Tonne of 1" at \$25.00</td> <td>\$ 520.00</td> <td>\$ 0.00</td> </tr> <tr> <td>Total</td> <td>Material</td> <td>\$2,236.00</td> <td>Material</td> <td>\$ 520.00</td> <td>\$ 0.00</td> </tr> <tr> <td>Equipment 2</td> <td>Tandem Oil Truck: 2 hours at \$100.00</td> <td>\$ 200.00</td> <td>Water Truck: 1.5 hours at \$100.00 1.0 hour at \$100.00</td> <td>\$ 150.00</td> <td>\$ 100.00</td> </tr> <tr> <td></td> <td>Graders: Grader 1: 2.0 hours at \$244.00 Grader 2: 1.5 hours at \$244.00</td> <td>\$ 488.00 \$ 366.00</td> <td>Grader: 2.0 hours at \$244.00 1.0 hour at \$244.00</td> <td>\$ 488.00</td> <td>\$ 244.00</td> </tr> <tr> <td></td> <td>Double Drum Packer: 1.0 hours at \$100.00</td> <td>\$ 100.00</td> <td>Smooth Drum Packer: 1.5 hours at \$102.00</td> <td>\$ 153.00</td> <td></td> </tr> <tr> <td>Total</td> <td>Equipment</td> <td>\$1,154.00</td> <td>Equipment</td> <td>\$ 791.00</td> <td>\$ 344.00</td> </tr> <tr> <td>Labour 3</td> <td>Oil Truck Operator 2.0 hours at \$43.49</td> <td>\$ 86.98</td> <td>Water Truck Operator 1.5 hours at \$ 43.49 1.0 hour at \$ 43.49</td> <td>\$ 65.24</td> <td>\$ 43.49</td> </tr> <tr> <td></td> <td>Grader Operator 1: 2.0 hours at \$43.49</td> <td>\$ 86.98</td> <td>Grader Operator 1: 2.0 hours at \$43.49</td> <td>\$ 86.98</td> <td>\$ 43.49</td> </tr> <tr> <td></td> <td>Grader Operator 2: 1.5 hours at \$43.49</td> <td>\$ 65.24</td> <td>Grader Operator 2: 1.0 hour at \$43.49</td> <td>\$ 43.49</td> <td></td> </tr> <tr> <td></td> <td>Double Drum Packer Operator: 1.0 hours at \$36.44</td> <td>\$ 36.44</td> <td>Smooth Drum Packer Operator: 1.5 hours at \$36.44</td> <td>\$ 54.66</td> <td></td> </tr> <tr> <td>Total</td> <td>Labour</td> <td>\$ 275.64</td> <td>Labour</td> <td>\$ 206.88</td> <td>\$ 86.98</td> </tr> <tr> <td></td> <td>Sub-Total</td> <td>\$3,665.64</td> <td>Sub-Total</td> <td>\$ 1,517.88</td> <td>\$ 430.98</td> </tr> <tr> <td>Oil 4</td> <td>4720 Litres at \$0.55</td> <td>\$4,531.20</td> <td>1500 Litres at \$0.31 1100 Litres at \$0.31</td> <td>\$ 465.00</td> <td>\$ 341.00</td> </tr> <tr> <td>Project</td> <td>Oil Dust Control Project:100m (330 Ft) application</td> <td>2 hours</td> <td>MG-30 Dust Control Project:100m (330 Ft) application</td> <td>2.0 hours</td> <td>1 hour</td> </tr> <tr> <td>Total</td> <td>PROJECT COST</td> <td>\$ 8,196.84</td> <td>PROJECT COST</td> <td>\$ 1,982.88</td> <td>\$ 861.96</td> </tr> <tr> <td></td> <td>Residence: Fee</td> <td>\$2,700.00</td> <td>Residence: Fee</td> <td>\$ 850.00</td> <td>\$ 0.00</td> </tr> </tbody> </table> | | | | | | BLADE MIX OIL | | | MG-30 (MAGNESIUM CHLORIDE) | | | County Cost | 2 ½" | County Cost | 1 st Application | 2 nd Application | | Gravel 1 | 35 Tonne of 1" at \$25.00 | \$2,236.00 | 20 Tonne of 1" at \$25.00 | \$ 520.00 | \$ 0.00 | Total | Material | \$2,236.00 | Material | \$ 520.00 | \$ 0.00 | Equipment 2 | Tandem Oil Truck: 2 hours at \$100.00 | \$ 200.00 | Water Truck: 1.5 hours at \$100.00 1.0 hour at \$100.00 | \$ 150.00 | \$ 100.00 | | Graders: Grader 1: 2.0 hours at \$244.00 Grader 2: 1.5 hours at \$244.00 | \$ 488.00 \$ 366.00 | Grader: 2.0 hours at \$244.00 1.0 hour at \$244.00 | \$ 488.00 | \$ 244.00 | | Double Drum Packer: 1.0 hours at \$100.00 | \$ 100.00 | Smooth Drum Packer: 1.5 hours at \$102.00 | \$ 153.00 | | Total | Equipment | \$1,154.00 | Equipment | \$ 791.00 | \$ 344.00 | Labour 3 | Oil Truck Operator 2.0 hours at \$43.49 | \$ 86.98 | Water Truck Operator 1.5 hours at \$ 43.49 1.0 hour at \$ 43.49 | \$ 65.24 | \$ 43.49 | | Grader Operator 1: 2.0 hours at \$43.49 | \$ 86.98 | Grader Operator 1: 2.0 hours at \$43.49 | \$ 86.98 | \$ 43.49 | | Grader Operator 2: 1.5 hours at \$43.49 | \$ 65.24 | Grader Operator 2: 1.0 hour at \$43.49 | \$ 43.49 | | | Double Drum Packer Operator: 1.0 hours at \$36.44 | \$ 36.44 | Smooth Drum Packer Operator: 1.5 hours at \$36.44 | \$ 54.66 | | Total | Labour | \$ 275.64 | Labour | \$ 206.88 | \$ 86.98 | | Sub-Total | \$3,665.64 | Sub-Total | \$ 1,517.88 | \$ 430.98 | Oil 4 | 4720 Litres at \$0.55 | \$4,531.20 | 1500 Litres at \$0.31 1100 Litres at \$0.31 | \$ 465.00 | \$ 341.00 | Project | Oil Dust Control Project:100m (330 Ft) application | 2 hours | MG-30 Dust Control Project:100m (330 Ft) application | 2.0 hours | 1 hour | Total | PROJECT COST | \$ 8,196.84 | PROJECT COST | \$ 1,982.88 | \$ 861.96 | | Residence: Fee | \$2,700.00 | Residence: Fee | \$ 850.00 | \$ 0.00 |
| BLADE MIX OIL | | | MG-30 (MAGNESIUM CHLORIDE) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| County Cost | 2 ½" | County Cost | 1 st Application | 2 nd Application | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Gravel 1 | 35 Tonne of 1" at \$25.00 | \$2,236.00 | 20 Tonne of 1" at \$25.00 | \$ 520.00 | \$ 0.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Total | Material | \$2,236.00 | Material | \$ 520.00 | \$ 0.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Equipment 2 | Tandem Oil Truck: 2 hours at \$100.00 | \$ 200.00 | Water Truck: 1.5 hours at \$100.00 1.0 hour at \$100.00 | \$ 150.00 | \$ 100.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| | Double Drum Packer: 1.0 hours at \$100.00 | \$ 100.00 | Smooth Drum Packer: 1.5 hours at \$102.00 | \$ 153.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Total | Equipment | \$1,154.00 | Equipment | \$ 791.00 | \$ 344.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Labour 3 | Oil Truck Operator 2.0 hours at \$43.49 | \$ 86.98 | Water Truck Operator 1.5 hours at \$ 43.49 1.0 hour at \$ 43.49 | \$ 65.24 | \$ 43.49 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Grader Operator 1: 2.0 hours at \$43.49 | \$ 86.98 | Grader Operator 1: 2.0 hours at \$43.49 | \$ 86.98 | \$ 43.49 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| Total | Labour | \$ 275.64 | Labour | \$ 206.88 | \$ 86.98 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Sub-Total | \$3,665.64 | Sub-Total | \$ 1,517.88 | \$ 430.98 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Oil 4 | 4720 Litres at \$0.55 | \$4,531.20 | 1500 Litres at \$0.31 1100 Litres at \$0.31 | \$ 465.00 | \$ 341.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Project | Oil Dust Control Project:100m (330 Ft) application | 2 hours | MG-30 Dust Control Project:100m (330 Ft) application | 2.0 hours | 1 hour | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Total | PROJECT COST | \$ 8,196.84 | PROJECT COST | \$ 1,982.88 | \$ 861.96 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Residence: Fee | \$2,700.00 | Residence: Fee | \$ 850.00 | \$ 0.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>1 Gravel: Cost includes the cost of crushing & dewatering plus the average of the cost for trucking and labour to each division. 2 Equipment: Cost includes the estimated cost of amortization, insurance, maintenance, and fuel. 3 Labour: Includes the employee hourly salary plus 23% for payroll costs and benefits. 4 Oil/MG30: Costs are the estimated purchase cost. Overhead: Has not been allocated. Overhead is the cost that the county would incur even if the project did not take place. Direct Costs: Are the costs that can be cost effectively allocated to the project (gravel, equipment, labour, and oil/MG-30). Indirect Costs: Cannot be cost effectively allocated to the project, but are impacted by the project (small supplies, supervisor costs, etc.)</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3.2 Request for dust control along with payment should be received by the County on or before May 31 st of each year. Minimum of two advertisements: one in the Month of March and one in the Month of April of the current year. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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| Title: Dust Control | | Policy No.: 39-13 |
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| Policy Statement and Guidelines: | |
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| 3.3 | The resident will have their choice of MG-30 or blade mix oil as dust control suppressant. |
| 3.4 | MG-30 Dust Control suppressant shall consist of two (2) applications. The initial application shall take place in late Spring. Upon inspection during the Month of September, a decision will be made on whether to proceed with the second application at the time or wait until the following Spring season. Conditions of the Dust Control shall dictate the decision made. |
| 3.5 | Payment must be made in advance when the request for dust treatment is submitted. Requests are to be submitted to the Public Works Department by completing Schedule "A": Application for Dust Control Suppression. |
| 3.6 | The length for the dust control provided under this policy will be minimum of 100 meters (330 feet), and any additional length of dust treatment will be a full cost to the applicant. |
| 3.7 | The County will be responsible for erecting proper signage, when necessary. |
| 3.8 | Residents of neighboring municipalities who reside adjacent to a road under the jurisdiction of Smoky Lake County may apply for dust control suppression under this policy but will require prior approval of Council before installation proceeds. |
| 3.9 | The County reserves the right to rework or remove dust control applications at its own discretion. Normally, dust control applications are good for one dust control season. |
| 4. HAMLETS AND MULTI-LOT COUNTRY RESIDENTIAL: | |
| 4.1 | The County hamlets and multi-lot Country residential subdivisions dust control will only be applied to whole street lengths or cul-de-sac streets, on provision that application is made on behalf of all adjacent residences, and the amount paid shall be the standard fee for each resident. |
| 5. WARRANTY: | |
| 5.1 | The County does not guarantee or warrant any life expectancy of the dust control MG-30 or Blade Mix Oil suppressant applications. |
| 5.1.1 | The treated roadway can be reverted to gravel when it is deemed necessary by the County, which would allow for grading of the road to eliminate potholes, and that will not obligate the County to re-apply Blade Mix Oil or MG-30 to the road. |

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| Title: Dust Control | | Policy No.: 39-13 |
| Section: 03 | Code: P-R | Page No.: 4 of 6 E |

| Policy Statement and Guidelines: | |
|---|--|
| <p>6. PRIVATE RESIDENTIAL DRIVEWAYS:</p> <p>6.1 The County shall apply dust control at their own cost provided there is funding in the budget to the following areas:</p> <p>6.1.1 County designated gravel haul routes.</p> <p>6.1.2 County exceptional roads that have a permanent, active, high volume of traffic, as per Policy Reference – Policy 03-15: Road Policy.</p> <p>6.1.3 Any other location deemed necessary by County Council by Council resolution.</p> <p>6.2 In areas where occasional or intermittent gravel hauls may cause dust problems, the Public Works Manager shall arrange for a water truck to provide temporary dust suppression as deemed appropriate.</p> <p>6.3 This policy is not applicable where oiling or other dust suppressant is required as a condition of a subdivision development agreement.</p> <p>6.4 In the case where municipal roadways are being used to haul commodities such as logs, sand and gravel, etc., the trucking firm or contractor shall be responsible for providing dust control for the duration of the haul as per Policy Reference – Policy 03-14: Haul Road Agreement.</p> | |

Section 03



Schedule "A"

Policy 39-13

APPLICATION FOR DUST CONTROL SUPPRESSION

THIS AGREEMENT made this _____ day of _____, A.D., 20____.

BETWEEN:

SMOKY LAKE COUNTY
(hereinafter called "the Municipality")

OF THE FIRST PART

Name

Mailing Address

Phone Numbers: Residence Work Cellular
(hereinafter called "the Landowner")

OF THE SECOND PART

| | | | | |
|-------------------------|--------------------------------|---------|----------|----------|
| Legal Land Description: | _____ | _____ | _____ | _____ W4 |
| | Quarter | Section | Township | Range |
| Legal Address: | _____ Sub-division Name: _____ | | | |

WHEREAS the Landowner hereby make application for a Dust Control Agent of the following:

- Blade Mix Oil Dust Control Suppressant: \$ 2,700.00
- MG-30 Dust Control Suppressant \$ 850.00
- Length: 100 meters (330 feet) Additional Length: _____

to be applied by the Smoky Lake County Public Works Department to the municipal roadway adjacent to the landowner residence as indicated above and as described on the plan herein.

The Applicant hereby agrees to the following terms and conditions:

1. Dust Control Suppressant to be applied to the identified road upon completion of the application for by the applicant and pre-payment of the calculated fee. Scheduling of the work shall be subject to regular dust control treatment program priorities and in combination with other requests due to cost effectiveness.
2. The applicant shall pay full cost of additional length over the 100 meters (330 feet) in its entirety.
3. **Smoky Lake County** does not warrant the effectiveness of the dust control agent. Once the agent has been applied, no refunds of the application fee will be made.
 - 3.1 The County does not guarantee or warrant any life expectancy of the dust control **Blade Mix Oil or MG-30** treatment application.
 - 3.1.1 The treated roadway can be reverted back to gravel when it is deemed necessary by the County, which would allow for grading of the road to eliminate potholes, and that will not obligate the County to re-apply blade mix oil or MG-30 to the road.

Section 3

Policy 39-13

4. The dust control treatment program usually commences in late spring and can continue through the summer months.
5. The "Landowner", covenant and agree with the said municipality, for myself, my heir, executors, administrators and assigns that I shall not have any claim for loss or damage caused by reason of the performance work of the said application of dust control suppression program adjacent to my property, whether such loss or damage is the result of the negligence of any servant, agent, or employee of the said municipality, or otherwise.
6. Please show exact location of dust control placement:

| | | | |
|--|--|--|--|
| | | | |
| | | | |
| | | | |
| | | | |


7. Calculation of Total Fee:

| BLADE MIX OIL | | | MG-30 | | |
|---------------|----------------|-------------|----------------|-------------|-----------------------------|
| County Cost | | 2 1/2" | County Cost | | 1 st Application |
| Total | PROJECT COST | \$ 5,180.04 | PROJECT COST | \$ 1,382.88 | \$ 881.96 |
| Total | Residence: Fee | \$2,700.00 | Residence: Fee | \$ 650.00 | \$ 0.00 |

Cost of first 100 meters (330 feet) = _____
 Add: Additional length = _____
Total Fee Required = \$ _____

8. Applicants who wish to be considered for the dust control suppression program must apply each year no later than May 31st.

IN WITNESS WHEREOF has hereunto acknowledge and accept the terms and conditions on the day and year first above written.

SIGNED _____ } SMOKY LAKE COUNTY 
 Applicant } Per: _____

DUST CONTROL

Page 6 of 6.

Carried.

Dominique Céré, Deputy Reeve, entered Council Chambers, time 9:10 a.m.

Kierstin Dubitz, Agricultural Technician, joined the meeting virtually, time 9:11 am.

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

7.3. Backsloping Application – Nicky George
165-24: Fenerty

That Smoky Lake County Council approve the backsloping program project along the lands legally described as NW-27-60-18-W4, as per the application received from Nicky George, dated December 6, 2024, and subject to the pass of an inspection conduction by the Public Works Manager or designate, upon completion the County will provide funding to the applicant in the amount of half the total cost of the project up to a maximum amount of \$2,500.00, in accordance with County Policy Statement No.03-21-06.

Carried.

4. Delegation:

4.1. Delegation - Tom Mykytiuk, Landowner

Physically Present before Council from 9:13 a.m. to 9:20 a.m., was Tom Mykytiuk, Landowner, to protest a property tax penalty.

Two members of the public virtually joined the meeting, time 9:17 a.m.

Delegation: Tom Mykytiuk, Landowner, left the meeting, time 9:20 a.m.

5. Public Hearing:

Nil.

6. Municipal Planning Commission (MPC):

Nil.

7. Request for Decision:

7.1. Request for Property Tax Penalty Waive

166-24: Céré

That Smoky Lake County Council **approve to write off penalties** in the amount of \$493.38 on property tax roll number 17590542 in response to the written request dated November 28, 2024, from the landowner and the verbal information received from the December 12, 2024, Delegation: Tom Mykytiuk, Landowner.

Carried.

7.4. Bylaw No. 1467-24 - LUB Amendment to Redistrict & Reclassify

167-24: Halisky

That Smoky Lake County give **First Reading** to Bylaw No. 1467-24 and to schedule a Public Hearing, to be held on February 13, 2025, at 9:15 a.m., and to advertise said Public Hearing in accordance with the Municipal Government Act, in the Redwater Review and on the County's website.

Carried.

7.5. Surface Lease of Municipally-owned Property - offer to lease

168-24: Serben

That Smoky Lake County Council accept the offer to lease the lands legally described as SW 12-61-16-W4M, dated December 1, 2024, received from Ryan Franchuk, President, Clear Hills Grazing Association, in the amount of \$1,400.00 per year, and enter into a Surface Land Lease Agreement, for a 5-year term, as per Policy No. 13-01, commencing on January 1, 2025, and expiring December 31, 2029, and waive the requirement to advertise a Limited Invitation to Tender as required by County Policy No. 13-01.

Carried.

7.6. Surface Lease of Municipally-owned Properties - invitation to tender

169-24: Gawalko

That Smoky Lake County Council advertise a Limited Invitation to Tender, pursuant to Policy No. 13-01: Surface Lease of Municipally-Owned Properties, for the lease of the municipally-owned properties legally described as: SE 8-62-13-W4M & SW 8-62-13-W4M, on the County's website and social media channels and in the Redwater Review, with a closing date of Friday, January 31, 2025, at 4:00 Mountain Time.

Carried.

Addition to the Agenda:

Regional GIS Contract

170-24: Halisky

That Smoky Lake County Council approve administration to execute the renewal contracts between Smoky Lake County and Catalis Technologies Canada Ltd. on behalf of the Smoky Lake Region encompassing the municipalities of Smoky Lake County, Town of Smoky Lake, Village of Waskatenau, and the Village of Vilna, for the purpose of providing Geographic Information System (GIS) Software Products and Services for a Five-Year Term commencing January 1, 2025 and ending December 31, 2029, as per quote No.:006PhOOOOBsbM1IAJ Dated November 1, 2024 for Software Licensing, and quote No.:006PhOOOOODGlt7IAD, dated November 5, 2024 for Recurring Professional Services.

Carried.

7. Request for Decision:

7.7. Regional GIS Agreement

171-24: Gawalko

That Smoky Lake County re-enter the Regional GIS Agreement with the Town of Smoky Lake, Village of Waskatenau and the Village of Vilna for the purpose of outlining roles and responsibilities relating to the Regional Geographic Information System (GIS) facilitated through Catalis Technologies Canada Ltd. software products and services contracts to coincide with the new Five-Year Term commencing January 1, 2025, and ending December 31, 2029.

Carried.

7.8. Policy Statement No. 01-45: Geographic Information System GIS

172-24: Serben

That Smoky Lake County Council amend Policy Statement No. 01-45-02: Geographic Information System (GIS), to reflect the changes, updates, and addition of Section # 6: Responsibilities:

| | |
|--|--|
| Title: Geographic Information System (GIS) | Policy No.: 45-02 |
| Section: 01 | Code: P - I |
| | Page No.: 1 of 5 |
| Legislation Reference: Alberta Provincial Statutes | |
| Purpose: | <ol style="list-style-type: none"> To develop, deploy and maintain an efficient, integrated, current and comprehensive spatial data system that provides stakeholders, including County personnel and decision-makers, ratepayers and businesses, with access to spatial data and tools that meet a wide variety of users' needs. To incorporate the use and delivery of leading and current Geographic Information System (GIS) technology into the County administrative and decision-making processes, thereby ensuring that these processes increase administrative efficiencies and provide optimum value to County ratepayers and other stakeholders. To ensure that the County's GIS database is updated regularly to ensure accurate data is provided to stakeholders, thereby ensuring efficiency of operations. |
| Policy Statement and Guidelines: | |
| <p>1. STATEMENT:</p> <ol style="list-style-type: none"> A Geographic Information System (GIS) is a digital database of all physical and spatial features within the County, which is comprised of data collected from a wide range of sources, both internal and external. Smoky Lake County provides a wide variety of services to County ratepayers and other stakeholders that require accurate and current spatial data, including data related to land ownership, zoning, planning, maintenance and rehabilitation of physical infrastructure assets including land, buildings, roads/transportation, sewer, water and natural gas infrastructure. A Geographic Information System is an integrated approach involving all stakeholders, to maximize value of physical assets from a digital database of spatial and non-spatial data within the county. GIS allows County administration, ratepayers and other third-party stakeholders to view, understand, question, interpret, and visualize data in many ways, revealing relationships, patterns, and trends in the form of maps, reports, and charts, allowing County Council, administration and other stakeholders to make confident, data-driven decisions. Smoky Lake County's GIS department, collects, inputs, updates and manages, large and varied datasets. The information collected and stored in the GIS database allows for creative solutions to be derived, making the best use of limited staff and financial resources. Additionally, County departments can make confident, data-driven decisions that help achieve operational efficiencies, while providing excellent service to ratepayers and other stakeholders. | |

| | |
|---|--------------------------|
| Title: Geographic Information System (GIS) | Policy No.: 45-02 |
| Section: 01 | Code: P - I |
| | Page No.: 2 of 5 |
| <ol style="list-style-type: none"> GIS data is linked to a geographic location and is organized into layers, which helps County personnel and stakeholders to visualize different datasets, allow for creative and innovative ways to solve problems. <p>2. DEFINITIONS:</p> <ol style="list-style-type: none"> "Geographic Information System (GIS)" means a system that consists of integrated computer hardware and software that store, manage, analyze, edit, output and visualize geographic (spatial) data, which is supplied by both internal and external sources. "County" means Smoky Lake County. "Stakeholders" means County Council, CAO, administration, management, staff, ratepayers and business partners. "Web Map" means an interactive display of geographic information that can be accessed via an internet browser, on mobile devices, or on a desktop computer. <p>3. OBJECTIVE:</p> <ol style="list-style-type: none"> The function of the GIS department is to facilitate the use of the County's GIS in all facets of the County's operations, while also ensuring that the County's GIS evolves with changes in GIS software and hardware, and while ensuring that the County's GIS adapts to the changing needs and goals of the County, by: <ol style="list-style-type: none"> Fostering informed and effective decision making. Improving the delivery and efficiency of public services. Providing relevant, accurate and current information/data to Stakeholders. Promoting innovative solutions to the County's problems/challenges; and Aiding in the asset management process. <p>4. GUIDELINES:</p> <ol style="list-style-type: none"> A Geographic Information System consists of four (4) essential components: <ol style="list-style-type: none"> Computer Hardware: The County server forms the general hardware component of the GIS and is used to store the GIS program and acts as a warehouse for the County's data files. Other peripheral hardware includes digital scanners, which convert paper maps and documents into digital data; a plotter, which is used to print large maps and graphics; and portable Global Positioning Satellite (GPS) devices which are used by field personnel to capture data and upload it to the GIS. | |

| | | |
|---|--------------------|--------------------------|
| Title: Geographic Information System (GIS) | | Policy No.: 45-02 |
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4.1.2 **GIS Software:** The GIS software component is integral to generating, analyzing, manipulating and displaying spatial and non-spatial data. Factors used for determining which GIS software is most suitable for the County's purpose include cost-effectiveness, user friendliness, system compatibility, and features. Current GIS software used by the County includes: QGIS, Catalis Software subscription including GIS Webmap, CMMS Collector, Weed & Pest Management, and Permit & License Management.

4.1.3 **Data:** The most important and sensitive component of GIS is data. This spatially referenced information has many important uses. GIS data is collected or produced in-house as well as purchased or provided from outside organizations, government departments and other vendors. Significant time, money and human resources are allocated to collecting, storing, analyzing, securing and ensuring the integrity of the County's GIS data.

4.1.4 **People:** GIS technology is useless without skilled GIS professionals to compliment the hardware, software and data. Users include specialists who design and support the GIS, data collectors, and office personnel who utilize GIS data to complete varied office tasks and to provide services to Stakeholders.

5. PROCEDURES:

5.1 **Operational Models and Procedures:** In order to ensure that GIS hardware, software, data and human resources are used appropriately and effectively, it is imperative to clearly define the operational models and procedures, to understand how the system is to be used, by whom, for what purpose and within what operational procedures.

The following services are necessary to make GIS an efficient platform for spatial analysis and information sharing:

5.1.1 **Data and Records Management:** The GIS Department is the data steward for all the County's geographic asset records. These records include hardcopy maps, digital computer-aided drafting (CAD) files, as-built drawings and infrastructure asset records of many sizes and formats.

5.1.2 **GIS Data Analyses and Visualization:** The GIS Department provides technical expertise and computing capabilities to analyze and update geographic datasets. GIS technology facilitates the use of multiple diverse datasets undertaking complex analyses and yet provides simple map visualizations to support decision-making and efficiencies in operational processes.

| | | |
|---|--------------------|--------------------------|
| Title: Geographic Information System (GIS) | | Policy No.: 45-02 |
| Section: 01 | Code: P - I | Page No.: 4 of 5 |

5.1.3 **Mapping and Graphics Services:** The GIS Department is responsible for working with end users in the planning, coordination and development of customized map products and series maps that focus on municipal analysis.

5.1.4 **Plotting and Large Format Printing:** The GIS Department provides large format printing and plotting services of the County's GIS data where necessary to assist other personnel and support efficient operational practices.

5.1.5 **GIS Education & Training:** The County will endeavor to provide GIS training, education and upgrading to applicable County personnel in order to ensure that the GIS is being utilized to its full potential and to ensure that personnel using GIS have the necessary skills to maximize use of the GIS.

6. RESPONSIBILITIES:

6.1 **Council Responsibilities**

6.1.1 Adopt and support the GIS Policy.

6.1.2 Support the GIS Strategic Plan.

6.1.3 Clearly define GIS priorities.

6.1.4 Establish and maintain funding of GIS hardware, software, data and personnel through multi-year and long-range financial plans.

6.2 **Staff Responsibilities**

6.2.1 The **Chief Administrative Officer** will lead the implementation and set the strategic direction of the GIS Policy across all County departments.

6.2.2 The **Department Managers** will lead the adoption of the GIS Policy within their department and will supply appropriate resources to support the GIS Policy within their department, including the collection of data and management of records.

6.2.3 The **Department Managers** and **Designated Staff** are responsible for ensuring that their department's data is maintained, reliable and accurate, so that County decision-making and reporting is based on accurate, reliable and up-to-date data.

6.2.4 The **GIS Operator** will support all departments by allocating appropriate resources to ensure that each department has the necessary resources to implement the GIS Strategic Plan and maximize the efficiency of the GIS in each department's decision-making process. The GIS Operator will provide operational support by assessing and prioritizing GIS-related issues and requests, and by ensuring training and support is provided to each department in the disciplines of GIS, data collection and records management.

| | | |
|---|--------------------|--------------------------|
| Title: Geographic Information System (GIS) | | Policy No.: 45-02 |
| Section: 01 | Code: P - I | Page No.: 5 of 5 |

7. DISCLAIMER:

7.1 Smoky Lake County provides information to its Stakeholders through Catalis GIS Webmap, thereby enhancing public knowledge and promoting a better understanding of the County and its operations. Smoky Lake County makes every effort to ensure that its data is accurate, reliable and current, wherever possible.

7.2 Despite the County's best efforts, GIS data may at times include inaccuracies or typographical errors. The information provided by the County via the GIS is provided without warranty of any kind. Smoky Lake County assumes no liability for any damages or loss of any kind that might arise from the use or misuse of, or the inability to use, the County's publicly accessible GIS and its data.

7.3 Furthermore, data provided through the County's publicly accessible GIS is for informational purposes only and is not intended to act as a legal record and should not be relied upon or used as a substitute for legal, accounting, surveying, real estate, business tax, or other professional advice.

7.4 The County retains the right to change, revise, add, remove or otherwise alter any GIS data or content on its publicly accessible GIS without providing prior notice to its Stakeholders.

Carried.

7.9. FCSS Grant Application - 2025

173-24: Céré

That Smoky Lake County **approve** to allocate funding from the 2025 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 |
|----------------------------|-----------------------------|----------------|
| Town of Smoky Lake FCSS | 2025 Family Day Celebration | \$2,500.00 |
| Smoky Lake Holubka Dancers | 2025 Volunteer Appreciation | \$2,100.00 |

Carried.

7.10. North Saskatchewan Watershed Alliance (NSWA) Membership

174-24: Halisky That Smoky Lake County **defer** consideration of renewing a membership to the North Saskatchewan Watershed Alliance (NSWA) for the year 2025 until further information is received on how NSWA calculated the municipal contribution in the amount of \$2,457.60 as per their Invoice #2025.028, dated October 2, 2024, describing it as a “Per Capita Funding Request”.

Carried.

One Member of the Public virtually joined the meeting, time 9:50 a.m.

7.11. Physicians & Health Care Committee Budget

175-24: Serben That Smoky Lake County approve the Year-2025 Budget for the Smoky Lake Region’s Physicians & Health Care Professionals Committee, with Smoky Lake County’s contribution in the amount of \$14,640.00 based on 61% of the total budget in the amount of \$24,000.00 as recommended by the Committee’s November 21, 2024 Motion #65-2024, with the following cost-sharing percentage funding formula:

| Municipality | Percentage | Amount |
|-------------------------------|-------------------|---------------------|
| Smoky Lake County | 61% | \$ 14,640.00 |
| Town of Smoky Lake | 26% | \$ 6,240.00 |
| Village of Vilna | 7% | \$ 1,680.00 |
| Village of Waskatenau | 6% | \$ 1,440.00 |
| Year-2025 Total Budget | 100% | \$ 24,000.00 |

and withhold release of the funds in the amount of \$14,640.00, to the Managing partner: Town of Smoky Lake, until the Committee’s surplus has been diminished.

Carried.

7.12. Request for Donation - Tom & Cathy Bullas Dart Shoot supporting the Food Bank

176-24: Céré That Smoky Lake County provide a donation in the amount of \$100.00 to the Smoky Lake Food Bank on behalf of the 20th Annual Charity Dart Shoot in memory of Cathy and Tom Bullas, in response to the written request received from Tim Campbell, received on November 27, 2024; and request a report back on the success of the event.

Carried.

7.13. ACP Grant Application for IHT Staging Area Design Plans

177-24: Fenerty That Smoky Lake County, in partnership with the Town of St. Paul, County of St. Paul #19, Town of Smoky Lake, Town of Bonnyville, Town of Elk Point, Village of Vilna, City of Cold Lake, and Village of Glendon (all being Members of N. E. Muni-Corr Ltd.) support the application to the Alberta Community Partnership (ACP) 2024-25 Grant Intake, under the Intermunicipal Collaboration Stream, for the purpose of creating nine staging area design plans for Alberta’s Iron Horse Trail within the adjacent municipalities of Waskatenau, Smoky Lake, St. Paul, Heinsburg, Elk Point, Bonnyville, Ardmore, and at the Beaver River Trestle; and approve the Village of Horseshoe Bay as the Managing Partner.

Carried.

7.14. Agricultural Fieldman Appointment

178-24: Gawalko That Smoky Lake County appoint Kierstin Dubitz as the Acting Agricultural Fieldman for the duration of the positions' vacancy commencing on the first day of the Agricultural Fieldman's extended leave of absence expected in December 2024, for up to one year.

Carried.

7.15. Bylaw Enforcement Officer Appointment

179-24: Halisky That Smoky Lake County appoint Chandler Kerr to be the designated Bylaw Enforcement Officer for Smoky Lake County for the purpose of inspections pursuant to Section 542 of the Municipal Government Act and enforcement of Bylaws pursuant to Sections 545 and 546 of the Municipal Government Act; and execute an “Oath of Office” in accordance with Bylaw No. 1405-21: Bylaw Enforcement Officer.

Carried.

7.16. Director of Emergency Management (DEM) Appointment

180-24: Céré That Smoky Lake County Council appoint the County’s Health & Safety Coordinator: Ms. Jasmine Schaub, as the designated Director of Emergency Management (DEM) for Smoky Lake County, effective December 12, 2024, who shall be responsible for performing those duties, powers and functions set out in the Emergency Management Act (RSA 2000, cE-6.8, with advice and assistance from the Regional Emergency Manager, as per Bylaw 1466-24: Emergency Management.

Carried.

4. Delegation:

4.2. DDC Sand + Gravel + Concrete – Request to approved Winter Haul Route

Present before Council from 9:58 a.m. to 10:01 a.m., was Dale Croswell, Owner and Cam Croswell, Manager of DDC Sand + Gravel + Concrete, to discuss a proposed Winter Haul Road Agreement.

DDC Sand + Gravel + Concrete - Haul Road Agreement

181-24: Halisky That Smoky Lake County execute a Haul Road Agreement for Winter Haul, as per Policy Statement No. 03-14-12, for the period of December 1, 2024 to February 28, 2025 with DDC Sand + Gravel + Concrete, to haul approximately 15,000 tonnes, provided the conditions are right, from Township Road 610 South on Range Road 181 to Township Road 604 and West to Highway 831, pending final approval from the County Road Foreman.

Carried.

Delegation: Cam Croswell, Manager of Dale Croswell Construction Co. Ltd. / DDC Sand & Gravel, and associate Alissa, left the meeting, time 10:02 a.m.

7. Request for Decision:

7.17. Smoky Lake County Interim Budget

182-24: Halisky That Smoky Lake County Council approve the Year-2025 Interim Municipal Budget, with revenues in the amount of \$20,841,629 and total Expenditures in the amount of \$22,885,929 including amortization expense in the amount of \$2,044,300.

Carried.

Additions to the Agenda:

Ten-Year Capital Budget 2025 to 2034

183-24: Gawalko That Smoky Lake County Council approve the Ten-Year Capital Budget for the years 2025 to 2034 as presented.

Carried.

Discontinuation of January 7th as Ukrainian Christmas

184-24: Serben

That Smoky Lake County **acknowledge the discontinuation of January 7th being recognized as Ukrainian Christmas**, and adjust the County’s holiday closure schedule accordingly as of January 1st, 2025; **and rescind Council’s October 24, 2024, Motion #07-24:** “That Smoky Lake County Council approve to close both County Offices to the Public on Statutory Holidays, days in lieu of Statutory Holidays (where a Statutory Holiday falls on a weekend), Ukrainian Christmas on January 7th as per the Collective Agreements, and on the following extra days where employees may use vacation time: Friday, December 27, 2024, Monday, December 30, 2024, and Tuesday, December 31, 2024.”.

Carried.

Office Closures for Statutory Holidays

185-24: Gawalko

That Smoky Lake County **approve to close** both County Offices to the Public on Statutory Holidays, days in lieu of Statutory Holidays (where a Statutory Holiday falls on a weekend), and on the following extra days where employees may use vacation time: Friday, December 27, 2024, Monday, December 30, 2024, and Tuesday, December 31, 2024.

Carried.

8. Chief Administrative Officer’s Report:

8.1 Chief Administrative Officer (CAO) Report

| Chief Administrative Officer - Report Period: November 1, 2024 – December 6, 2024 | | |
|---|---|------------------|
| LEGISLATIVE / GOVERNANCE | | |
| Projects | In Progress | Completed |
| RMA conference, Meetings with MLA/Ministers | | x |
| Smoky Lake Regional ICC meeting for Regional Fire | x | |
| Property tax sale | | x |
| Update meeting with Associated Engineering for Hwy 28/63 Water lines | | x |
| Regular Smoky Lake Council meeting | | x |
| Smoky Lake Bridge Maintenance meeting with Associated Engineering | x | |
| Site visit to Bellis Beach/Stairs | | x |
| Federation Gas Annual general meeting | | x |
| ADMINISTRATIVE | | |
| Projects | In Progress | Completed |
| Regional Fire Meeting with Consultants report presented | | x |
| Weekly meetings with Mangers and team members | x | |
| Joint Health and safety meeting | | x |
| External Cor Audit / onboarding meeting | x | |
| GIS documentation review | | x |
| Catalis Software review for Smoky Lake County | | x |
| Town resident concerns through FOIP/Bylaws/operations/traffic/material | Ongoing | |
| Prep for Hwy 28/63 Regional Services Commission meeting | | x |
| Met with Legal consultation for 955 union mediations Dec 19 | x | |
| FINANCIAL | | |
| Projects | In Progress | Completed |
| Budget discussions continued with various operational departments | | x |
| CUPE Union Meeting, Ratified CUPE Collective agreement | | x |
| Council Budget meeting | x | |
| HUMAN RESOURCES | | |
| Projects | In Progress | Completed |
| On Boarding CPO Kerr | x | |
| CAO evaluation meeting | | x |
| Staffing changes, including 1 conclusion of employment for PW | | x |
| COMMUNITY | | |
| Projects | In Progress | Completed |
| Meeting with Town CAO | | x |
| Meeting with Whitefish Lake Band/HWY 28/63 | | x |
| TRAINING / MEETINGS | | |
| Safety Program software review | x | |
| ACTION LIST | | |
| Mandate Letter from Council | | |
| Signature: Chief Administrative Officer | County Council Meeting: Dec 12, 2024 | |

In-Camera (Executive Session):

Legal Issue – Collective Bargaining with Local 955

186-24: Halisky That Smoky Lake County Council go into Executive Session to discuss a Legal Issue: in respect to an update on the collective bargaining with Local 955, under the authority of the FOIP Act Section 27: Privileged Information, in the presence of all Council, Chief Administrative Officer, Finance Manager, and Executive Services Clerk, time 10:24 a.m.

Carried.

187-24: Halisky That Smoky Lake County Council go out of Executive Session, time 10:36 a.m.

Carried.

8.1 Chief Administrative Officer (CAO) Report

188-24: Gawalko That Smoky Lake County Council accept the Chief Administrative Officer Report, for the period of November 1, 2024 to December 6, 2024, as presented, as information.

Carried.

9. Council Committee Reports:

Nil.

10. Correspondence:

10.1. MLA for Bonnyville-Cold Lake-St. Paul - Responding to Hwy 28 Concerns

189-24: Halisky That Smoky Lake County acknowledge receipt of the correspondence received from the MLA for Bonnyville-Cold Lake-St. Paul, dated November 8, 2024, responding to the County's concerns regarding increasing volume of wide and heavy loads on the Highway 28.

Carried.

10.2. Councillor Fenerty Receives Municipal Elected Leadership Certificate

190-24: Céré That Smoky Lake County acknowledge receipt of the correspondence received from Elected Officials Education Program, dated November 15, 2024, congratulating Councillor Linda Fenerty on receiving her Municipal Elected Leadership Certificate.

Carried.

10.3. JMD Group LLP Chartered Professional Accountants - Audit Planning

191-24: Halisky That Smoky Lake County acknowledge receipt of the correspondence received from JMD Group LLP Chartered Professional Accountants, dated November 14, 2024, in respect to audit planning.

Carried.

10.4. Minister of Energy & Minerals - Oil & Gas Unpaid Municipal Property Taxes

192-24: Fenerty That Smoky Lake County acknowledge receipt of the correspondence received from the Minister of Energy & Minerals to the President of RMA, dated August 13, 2024, in respect to oil and gas producers' unpaid municipal property taxes.

Carried.

10.5. RMA District 5 Meeting at the Killam Community Hall

193-24: Céré That Smoky Lake County Councillors who can attend – attend the RMA District 5 Meeting scheduled for January 24, 2025, at 9:30 a.m. at the Killam Community Hall.

Carried.

10.6. Federation of Canadian Municipalities (FCM) – Response to Wheatland County

194-24: Serben That Smoky Lake County acknowledge receipt of the correspondence received from Federation of Canadian Municipalities (FCM), dated December 2, 2024, responding to Wheatland County’s campaign to not attend FCM.

Carried.

10.7. Lakeland Agricultural Research Association (LARA) – Funding

195-24: Serben That Smoky Lake County acknowledge receipt of the correspondence received from Lakeland Agricultural Research Association (LARA), dated November 18, 2024, inquiring if the County would enter into a 2-to-3-year agreement to provide funding to LARA; and recommend a one-year agreement for consideration in response.

Carried.

10.8. MNP - Police Study Invitation to Participate in Group Interview

196-24: Halisky That Smoky Lake County acknowledge receipt of the correspondence received from MNP, dated December 4, 2024, in respect to the Smoky Lake County Police Study and Invitation to Participate in a Group Interview; and agree to participate in it on Friday, December 20, 2024, at 1:00 p.m..

Carried.

Addition to the Agenda:

Gas Alberta Gives Back Program

197-24: Céré That Smoky Lake County Council name: Smoky Lake Food Bank, as the chosen recipient to receive a donation from Gas Alberta in the amount of \$3,500.00 through the Gas Alberta Gives Back program, in response to the email received from Gas Alberta Inc., dated December 11, 2024, announcing Smoky Lake County was selected this year to choose a recipient of the Gas Alberta Gives Back program funds.

Carried.

11. Information Releases:

Nil.

Addition to the Agenda:

Financial Statement October 2024

198-24: Halisky That Smoky Lake County’s Financial Statements and Bank Reconciliation for October 2024, as prepared by the Finance Manager, be filed for information.

Carried.

12. Financial Reports:

Budget to Actual Report

199-24: Céré That Smoky Lake County’s Budget to Actual Report as at December 1, 2024, as prepared by the Finance Manager, be filed for information.

Carried.

13. Next Meeting(s):

Schedule the County Council Meeting for the Purpose of CAO Evaluation

200-24: Serben

That the next Smoky Lake County Council Meeting for the Purpose of Chief Administrative Officer (CAO) Evaluation be scheduled **Tuesday, June 3, 2025, at 9:00 a.m.** to be held in County Council Chambers.

Carried.

Schedule the County Council Meeting Dates

201-24: Gawalko

That the next Smoky Lake County Council Meetings be reconfirmed as follows:

Thursday, January 9, 2025, at 9:00 a.m. (Regular),
Thursday, January 23, 2025, at 9:00 a.m. (Regular),
Thursday, February 13, 2025, at 9:00 a.m. (Regular),
Thursday, February 27, 2025, at 9:00 a.m. (Regular),
Thursday, March 13, 2025, at 9:00 a.m. (Regular), and
Thursday, March 27, 2025, at 9:00 a.m. (Regular),
to be held physically and/or virtually in County Council Chambers.

Carried.

14. In-Camera (Executive Session):

Legal Issue - MCC for Smoky Lake Development Corp.

Personnel Issue - Chief Administrative Officer's Evaluation

202-24: Serben

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

- at 11:02 a.m. – a Legal Issue: in respect to the MCC for Smoky Lake Development Corp., under the authority of the FOIP Act Section 16: Third Party Business Interest,
- the Personnel Issue: in respect the Chief Administrative Officer's Evaluation, under the authority of the FOIP Act, Section 19: Confidential Evaluation, was not discussed due the timing of Public Question and Answer Period.

Carried.

203-24: Céré

That Smoky Lake County Council go out of Executive Session, time 11:29 a.m.

Carried.

11:30 to 11:31 a.m.

Public Question and Answer Period:

None.

Legal Issue - MCC for Smoky Lake Development Corp.

Personnel Issue - Chief Administrative Officer's Evaluation

204-24: Halisky

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

- at 11:32 a.m. – a Legal Issue: in respect to the MCC for Smoky Lake Development Corp., under the authority of the FOIP Act Section 16: Third Party Business Interest,
Brenda Adamson, Finance Manager, left the 11:45 a.m.
- at 11:45 a.m. – a Personnel Issue: in respect the Chief Administrative Officer's Evaluation, under the authority of the FOIP Act, Section 19: Confidential Evaluation, time 11:02 a.m.

Carried.

205-24: Fenerty That Smoky Lake County Council go out of Executive Session, time 11:58 a.m.
Carried.

MCC for Smoky Lake Development Corp. Loan Payment

206-24: Serben That Smoky Lake County Council **approve** a time extension for the loan payment in the amount of \$100,000.00 to be received from the MCC for Smoky Lake Development Corp., in accordance with Smoky Lake County's Bylaw No. 1413-22 of the Loan Agreement, as allowed under Section 14(d) of the General Security Agreement, from December 31, 2024 to March 31, 2025, **subject to** the entire principal of loan being repaid in full on or before March 31, 2025; in response to the MCC for Smoky Lake Development Corp.'s Directors Resolution, dated December 2, 2024.
Carried.

Chief Administrative Officer (CAO) Probationary Period - Kevin Lucas

207-24: Halisky That Smoky Lake County Council acknowledge the Probationary Period for the Chief Administrative Officer (CAO) Kevin Lucas has been successfully completed as of December 12, 2024, and the next CAO Evaluation has been scheduled for Tuesday, June 3, 2025.
Carried.

15. ADJOURNMENT:

208-24: Gawalko That the Smoky Lake County Council Meeting of December 12, 2024, be adjourned, 11:59 a.m.
Carried.

REEVE

S E A L

CHIEF ADMINISTRATIVE OFFICER