

**TOWN OF SMOKY LAKE  
REGULAR COUNCIL MEETING  
TOWN COUNCIL CHAMBERS  
December 18, 2018 5:00 p.m.**

<b>PRESENT:</b>	Hank Holowaychuk	Mayor
	Melody Morton	Deputy Mayor
	Daniel Kotylak	Councillor
	Terry Makowichuk	Councillor
	Ross Whitelaw	Councillor

<b>STAFF IN ATTENDANCE:</b>	Adam Kozakiewicz	Chief Administrative Officer
	Crystal Letwin	Finance Assistant / Legislative Services
	Billy McMullen	Public Works Foreman
	Marianne Prockiw-Zarusky	FCSS Coordinator

**1. CALL TO ORDER**

Mayor Holowaychuk called the December 18, 2018 Regular Town Council Meeting to order at 5:00 p.m.

**2. APPROVAL OF THE AGENDA**

**MOTION: 3766/18**      **MOVED** by Councillor Kotylak to approve the December 18, 2018 Regular Town Council Meeting Agenda with the following additions:

- 4.3 – Mike Wolansky – Town Resident
- 7.3 – Town of Smoky Lake Outdoor Skating Rink
- 11.1 – Smoky Lake Senior Citizens Drop-in Centre Insurance Claim Update
- 13.1 – Land Use Bylaw Question

CARRIED

**3. ADOPTION OF PREVIOUS MINUTES**

**3.1 December 3, 2018 Regular Council Meeting**

**MOTION: 3767/18**      **MOVED** by Councillor Whitelaw to adopt the Minutes of the December 3, 2018 Regular Council Meeting as presented.

CARRIED



**4. DELEGATIONS**

**4.1 Garth Gallant – Thompson Construction Group**

Garth Gallant was not in attendance for the meeting.

**MOTION: 3768/18**

**MOVED** by Mayor Holowaychuk that the oral report and action taken by CAO, Kozakiewicz regarding the conversation with Thompson Construction Group, Garth Gallant and the advice to contact two local individuals who could provide a temporary pipe yard, be accepted for information.

CARRIED

**4.2 Roy Dyck – Citizens On Patrol (C.O.P) Program in Vilna**

**MOTION: 3769/18**

**MOVED** by Deputy Mayor Morton that the oral report given by Roy Dyck from Citizens on Patrol (C.O.P) Program in Vilna, AB., be accepted for information.

CARRIED

**MOTION: 3770/18**

**MOVED** by Deputy Mayor Morton that Roy Dyck from Citizens on Patrol (C.O.P) in Vilna, AB. contact Administration regarding the possibility to engage the program in the Smoky Lake area.

CARRIED

**4.3 Mike Wolansky – Town Resident**

Councillor Kotylak left the meeting at 5:40 p.m. and returned at 5:46 p.m.

**MOTION: 3771/18**

**MOVED** by Mayor Holowaychuk that the Town of Smoky Lake acknowledge receipt of the Town "Incident Reports" dated December 13, 2018 from Mike Wolansky; and the Arrears Fee – Administration Fee per letter sent in the amount of \$15.00 will not be charged effective December 18, 2018; and Administration amend Utility Bylaw 007-17 to delete the Arrears Fee – Administration Fee per letter sent of \$15.00 and be presented at a future meeting of Council.

CARRIED

Mayor Initials

CAO Initials

Handwritten signatures for the Mayor and CAO, each written over a horizontal line.

**MOTION: 3772/18**

**MOVED** by Deputy Mayor Morton that the written request dated December 13, 2018 from Mike Wolansky regarding the waiver of tax penalties, up to December 18, 2018, in the amount of \$904.64, be filed for information.

CARRIED

Mayor Holowaychuk called a recess at 6:04 p.m. and reconvened at 6:15 p.m.

### 5. QUESTION PERIOD

No questions from the public were brought forward at the meeting.

### 6. FCSS

#### 6.1 FCSS Coordinator's Report

**MOTION: 3773/18**

**MOVED** by Councillor Makowichuk that the presentation given by FCSS Coordinator, Marianne Prockiw-Zarusky, be accepted for information.

CARRIED

### 7. PUBLIC WORKS

#### 7.1 Public Works Foreman's Report

##### Public Works Report

November 1 – December 18, 2018

- Hung Christmas decorations
- Started working on outdoor skating rink
- Trimmed hedge on corner of Wheatland and Highway 855
- Trimmed trees on 48 Avenue
- Cutting Edge on snow bucket for bobcat
- Replaced tires on snow broom
- Snow removal on sidewalks (numerous times)
- Cleaned major snow routes with grader (numerous times) and whole Town
- Installed sander
- Salted by sidewalks
- Salted and sanded streets and intersections
- Snow plowed the South Shop yard
- Flushed dead end water line when needed
- Added cold mix to water valve on intersection of White Earth Street and Wild Rose Ave
- Replaced back tire on backhoe
- Took 6 table from the Smoky Lake Curling Rink to H.A Kostash School
- Monthly water and gas readings
- Gas line locates
- Back bladed sidewalks that snow roach was on
- Cleared the Walking Trail
- Started cleaning inside South Shop
- Cleaned snow from Hydrants
- New tires on basket truck
- Changed burnt lights at South Shop


**MOTION: 3774/18**

**MOVED** by Councillor Whitelaw that the oral report presented by Public Works Foreman McMullen, be accepted for information.

CARRIED

Mayor Initials

CAO Initials

Handwritten initials for the Mayor and CAO, written over two horizontal lines.

7.2 Snow Removal Policy R/S - 002

Mayor Holowaychuk called a recess at 7:06 p.m. and reconvened at 7:21 p.m.

**MOTION: 3775/18**

**MOVED** by Mayor Holowaychuk that the Snow & Ice Removal Policy R/S – 002 be amended as follows:

**I. Policy Statement and Guidelines:**

2. Snow and ice control will commence when accumulation of ~~five (5)~~ four (4) inches of snow occurs on the main roads and ~~ten (10)~~ eight (8) inches in the residential district.

**II. Procedure:**

10. Administration has the ability to hire out contractors to remove snow in the Town of Smoky Lake when needed.

CARRIED

7.3 Town of Smoky Lake Outdoor Skating Rink

**MOTION: 3776/18**

**MOVED** by Councillor Makowichuk that the action taken by Town Public Works to build an Outdoor Skating Rink located at 4703 – 54 Ave (beside the Skate Park) in the Town of Smoky Lake, be approved.

CARRIED

**8. NATURAL GAS**

8.1 RFD - Executive Summary re: Natural Gas Bulk Supply Agreement

**MOTION: 3777/18**

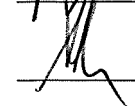
**MOVED** by Deputy Mayor Morton that the Town of Smoky Lake execute, by bylaw, a Bulk Natural Gas Supply Agreement for a ten (10) year term, with an automatic renewal of an additional ten (10) years; and review of rates every five (5) years; and both parties agree that should the County terminate earlier than the term, Smoky Lake County shall reimburse the Town and appropriate tenth of the cost incurred by the Town for replacement of Remote Metering and Odorizing (RMO) station 4369, Tap 5 on the basis of a twenty (20) year amortization.

CARRIED

Mayor Initials



CAO Initials



8.2 AON Risk Solutions Liability Insurance

**MOTION: 3778/18**

**MOVED** by Councillor Makowichuk that the Legal Expense Liability insurance from AON Stenhouse Inc. from October 1, 2018 – October 1, 2019 in the amount of \$265.00, be accepted for information.

CARRIED

8.3 Smoky Lake Mineral Company Organizational Meeting Date

**MOTION: 3779/18**

**MOVED** by Councillor Makowichuk that the Smoky Lake Mineral Company Organizational Meeting be arranged by CAO, Kozakiewicz and will notify Council of meeting date via email.

CARRIED

**9. ADMINISTRATION**

9.1 Chief Administrative Officer's Report

- Spoke on AXIA internet potential in the Town of Smoky Lake
- Spoke on Alberta Ombudsmen pamphlets
- Worked on grant regarding Solar Power education

**MOTION: 3780/18**

**MOVED** by Councillor Makowichuk that the oral report presented by CAO Kozakiewicz, be accepted for information.

CARRIED

**MOTION: 3781/18**

**MOVED** by Deputy Mayor Morton that the Town of Smoky Lake engage in a one-year contract (excluding parts) with 4J Mechanical Ltd. of Smoky Lake AB. effective January 1, 2019 to December 31, 2019 to maintain the heating and cooling system in the Town Office building located at 56 Wheatland Avenue, Public Works Shop / Firehall building located at 246 West Railway Drive and the South Shop located at 5140 – 54 Street in Smoky Lake, AB.

CARRIED

9.2 Smoky Lake Light-up Event "Horse and Carriage rides" Insurance

**MOTION: 3782/18**

**MOVED** by Deputy Mayor Morton that action taken by Administration be approved regarding the Annual Smoky Lake Light-up event held on Friday, November 30, 2018 from 4:00 p.m. – 9:00 p.m. pertaining to the "Horse and Carriage rides" in Town be covered through the Town of Smoky Lake's liability insurance.

CARRIED



9.3 Capital Region NorthEast Water Services Commission Water Rate Increase

**MOTION: 3783/18**

**MOVED** by Councillor Makowichuk that the letter dated November 19, 2018 from the Capital Region Northeast Water Services Commission's Manager, Lyle Clarke regarding the 2019 water rate increase to HWY 28 / 63 Regional Water Services Commission from \$1.5118 per cubic meter to \$1.6038 per cubic meter, effective January 1, 2019, be filed for information.

CARRIED

9.4 RFD - Smoky Lake Library Board 2019 Budget

**MOTION: 3784/18**

**MOVED** by Deputy Mayor Morton that the Town of Smoky Lake acknowledge receipt of the 2019 Smoky Lake Library Budget; and the Town of Smoky Lake contribute \$29,500.00 for the 2019 Smoky Library Budget to be allocated from the 2019 Operating Budget entitled "Library – Town Subsidy".

CARRIED

9.5 Evergreen Waste Management Proposed Upfront Fee

**MOTION: 3785/18**

**MOVED** by Deputy Mayor Morton that the Evergreen Waste Management report as presented in the agenda, be filed for information.

CARRIED

**MOTION: 3786/18**

**MOVED** by Councillor Kotylak that the Town of Smoky Lake enter into a discussion with Smoky Lake County in conjunction with the Intermunicipal Collaboration Framework (ICF) regarding town resident use of a dry waste cell at the Smoky Lake County landfill located along the Iron Horse Trail about 5 km northeast of Town – range road 171A.

CARRIED

Councillor Whitelaw left the meeting at 8:59 and did not return.

**MOTION: 3787/18**

**MOVED** by Mayor Holowaychuk to extend the meeting at 8:59 p.m. until 9:30 p.m.

CARRIED

Mayor Initials



CAO Initials



**10. HEALTH AND PROTECTIVE SERVICES**

Adam Kozakiewicz left the meeting at 7:57 p.m. and returned at 7:58 p.m.

**10.1 RFD - 2019 Smoky Lake Fire Department Budget**

**MOTION: 3788/18**

**MOVED** by Councillor Kotylak that the Town of Smoky Lake approve the Smoky Lake Fire Department 2019 Supplies Budget in the amount not to exceed \$26,480.00 for Personal Protective Equipment, Equipment & Supplies and OH & S Requirements.

CARRIED

**MOTION: 3789/18**

**MOVED** by Councillor Kotylak that the Town of Smoky Lake approve the Smoky Lake Fire Department's 2019 Training Budget in the amount, not to exceed, \$47,000.00.

CARRIED

**MOTION: 3790/18**

**MOVED** by Deputy Mayor Morton that the 2019 Smoky Lake Fire Rescue Proposed Budget for only the Town of Smoky Lake, be brought back to a future meeting of Council.

CARRIED

**10.2 RFD - Smoky Lake Fire Rescue 2020 Budget Item**

**MOTION: 3791/18**

**MOVED** by Deputy Mayor Morton that the Town of Smoky Lake and Smoky Lake County Joint Council Committee allocate funding to build a reserve in a quoted amount of \$14,400.00 for the 2020 Budget Year, to purchase sixteen (16) Self Contain Breathing Apparatus Air cylinders for each respective fire department at an estimated cost in the amount of \$900.00 per cylinder and the funding formula be: 60% Smoky Lake County and 40% (\$5,760.00) Town of Smoky Lake.

CARRIED

**10.3 RFD - Joint Town / County Council Committee venture to pursue Ambulance for 2019 Budget Year**

**MOTION: 3792/18**

**MOVED** by Councillor Makowichuk that the Town of Smoky Lake agree to pursue purchasing a used ambulance at an estimated cost in the amount of \$10,000.00 for the 2019 Budget Year, to be utilized at special events in the Smoky Lake Region and as a rehab unit for the firefighters at large incidents thereby increasing the level of service; and the funding formula be: 60% Smoky Lake County and 40% (\$4,000.00) Town of Smoky Lake.

CARRIED

Handwritten signatures for the Mayor and CAO, each written over a horizontal line.

Mayor Holowaychuk called a recess at 8:22 p.m. and reconvened at 8:33 p.m.

10.4 RFD - Hybrid Wireless Communication Tower Agreement

**MOTION: 3793/18**

**MOVED** by Mayor Holowaychuk that the Town of Smoky Lake execute the agreement with Hybrid Wireless Inc. effective December 19, 2018 to purchase the communications tower from Hybrid Wireless in Airdrie, AB. at a cost of \$25,000.00 located on the legal land described as NW-16-59-17-W4 currently owned by the Town of Smoky Lake; and the funding formula be: 60% Smoky Lake County and 40% (\$10,000.00) Town of Smoky Lake, as per motion 180-18 carried at the December 12, 2018 Fire Protective Services Committee Meeting; and be funded out of unrestricted reserves or general revenue.

CARRIED

**11. RECREATION AND CULTURE**

11.1 Smoky Lake Senior Citizens Club

Reconvened to December 20, 2018 (See Minutes of the December 20, 2018 Regular Council Meeting)

**12. ECONOMIC DEVELOPMENT**

No items were discussed at the meeting.

**13. LANDS, PLANNING AND DEVELOPMENT**

13.1 Land Use Bylaw Question

Reconvened to December 20, 2018 (See Minutes of the December 20, 2018 Regular Council Meeting)

**14. CORRESPONDENCE**

Items 14.1 – 14.14

Reconvened to December 20, 2018 (See Minutes of the December 20, 2018 Regular Council Meeting)





**15. EXECUTIVE SESSION (In-Camera)**

**MOTION: 3794/18**

**MOVED** by Mayor Holowaychuk to go in-camera to discuss the following issues at 9:00 p.m.:

- Legal Issue – Regarding Motion 3754/18 – Town of Smoky Lake Support Letter regarding JGL Ball Enterprise (FOIP s. 27)
- Personnel Issue –deferred from last meeting (FOIP s. 17)

CARRIED

Councillor Kotylak left the meeting at 9:14 p.m. and returned at 9:21 p.m.

**MOTION: 3795/18**

**MOVED** by Mayor Holowaychuk to come out of camera at 9:34 p.m.

CARRIED

**16. BUSINESS FROM EXECUTIVE SESSION (Out of Camera)**

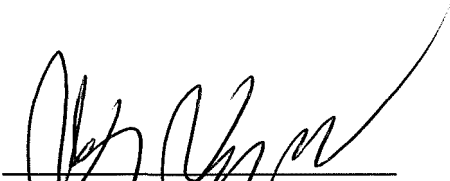
No motions resulted from the in-camera session.

**17. ADJOURNMENT**

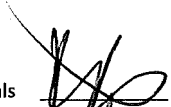
**MOTION: 3796/18**

**MOVED** by Councillor Makowichuk to adjourn the meeting at 9:36 p.m.; and reconvene the December 18, 2018 Regular Council Meeting to December 20, 2018 at 4:30 p.m. in the Town Council Chambers in Smoky Lake, AB.

CARRIED

  
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Hank Holowaychuk  
Mayor

  
\_\_\_\_\_  
Adam Kozakiewicz  
Chief Administrative Officer

Mayor Initials   
CAO Initials 