

**TOWN OF SMOKY LAKE
REGULAR COUNCIL MEETING
TOWN COUNCIL CHAMBERS
December 3, 2019 5:00 p.m.**

| | | |
|-----------------------------|--|--|
| PRESENT: | Hank Holowaychuk Ross Whitelaw Daniel Kotylak Melody Morton | Mayor Deputy Mayor Councillor Councillor |
| STAFF IN ATTENDANCE: | Adam Kozakiewicz Crystal Letwin Billy McMullen | Chief Administrative Officer Finance Assistant / Legislative Services Public Works Foreman |
| REGRETS: | Terry Makowichuk | Councillor |

1. CALL TO ORDER

Mayor Holowaychuk called the December 3, 2019 Regular Town Council Meeting to order at 5:02 p.m.

2. APPROVAL OF THE AGENDA

MOTION: 819-19 **MOVED** by Councillor Kotylak to approve the December 3, 2019 Regular Town Council Meeting Agenda with the following additions:

- 9.3 Smoky Lake Centex Donation to Emergency Responders re: December 2, 2019 Smoky Lake School Bus Accident
- 9.4 Smoky Lake Community Prayer Vigil for Victims and Families of the December 2, 2019 Smoky Lake School Bus Accident
- 10.1 Report on the December 2, 2019 Smoky Lake School Bus Accident
- 11.2 Northern Lights Library System's 2020 Levy Requisition
- 12.1 Community Futures St. Paul – Smoky Lake Region Committee
- 14.3 Correspondence from Omer Moghrabi, Lac La Biche Mayor and Barry Morishita, President of Alberta Urban Municipalities Association Offering Support re: December 2, 2019 Smoky Lake School Bus Accident


CARRIED

3. ADOPTION OF PREVIOUS MINUTES

3.1 November 19, 2019 Regular Council Meeting

MOTION: 820-19 **MOVED** by Deputy Mayor Whitelaw to adopt the Town of Smoky Lake's Minutes of the November 19, 2019 Regular Council Meeting, as presented.

CARRIED



4. DELEGATIONS

4.1 Michelle Wright, Smoky Lake Community Economic Development Officer – Future of the Continuing Care Centre

MOTION: 821-19

MOVED by Councillor Kotylak to go into Closed Session to discuss the following matter at 5:10 p.m.:

- (FOIP s.16) Private Investment – Continuing Care Centre, located at 4607 / 4709 – 52 Avenue in Smoky Lake, AB.

CARRIED

MOTION: 822-19

MOVED by Councillor Morton to come out of Closed Session at 5:26 p.m.

CARRIED

Mayor Holowaychuk called a recess at 5:27 p.m. and reconvened at 5:48 p.m.

MOTION: 823-19

MOVED by Mayor Holowaychuk that the Town of Smoky Lake work with Smoky Lake County to pursue future investments for the Smoky Lake Continuing Care Centre building (formerly known as the Smoky Lake Nursing Home), located at 4607-52 Avenue, Smoky Lake, based on the concept of the Town and County purchasing the building for \$1.00 from Alberta Health Services (AHS), as per the recommendation from Michelle Wright, Community Economic Development Officer, Smoky Lake Region.

CARRIED

5. QUESTION PERIOD

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

6. FAMILY AND COMMUNITY SUPPORT SERVICES (FCSS)

No items were discussed under Family and Community Support Services (FCSS).

Mayor Initials



CAO Initials

7. PUBLIC WORKS

7.1 Public Works Foreman's Report

Public Works Report November 19 – December 3, 2019

- Lagoon release completed, samples caught, reports completed
- Christmas lights, decorations completed
- Salting sidewalks
- Brooming sidewalks of snow
- Welding re-bar on sign sandwich boards for sand bags
- Tree trlmming for streetlight at 4605 East Railway Dr. [branches blocking street light]
- Grader deficiencies completed
- Shelf built for Pumpkin Growers merchandise at the Town Office
- Outhouses/porta potty cleaned [mentioned verbally at last council meeting]
- Pot hole filled on harvest gold
- Meters read
- Garbage's picked
- Equipment cleaning [inside, out]
- Phase2 for gas well reclamation started[contracts signed waiting on confirmation on timeline when starting]
- Flushed sewer at 4923 Harvest Gold [possible blockage in service line [customers]
- Line locates
- Dropped off water meter at 4208 - 50 St. [meter changed for billing purposes]
- Flushed hydrants
- Furnace at kinsmen gazebo acting up again. [furnace flashed code this time and purge motor was replaced, working fine]

MOTION: 824-19

MOVED by Councillor Kotylak that the oral and written report presented by Public Works Foreman, McMullen, be accepted for information.

CARRIED

7.2 Town of Smoky Lake Lagoon Release – November 2019

MOTION: 825-19

MOVED by Councillor Kotylak that the Town of Smoky Lake's 2019 Lagoon report dated October 29, 2019, provided by Element, regarding Project ID: Finishing Pond - located at legal description SW 27-59-17-4 in Smoky Lake County, Lot ID #1385381, be filed for information.

| Methodology and Notes | | | |
|-----------------------------|----------------------------------|-----------------------------|--|
| Bill To: Town of Smoky Lake | Project ID: Finishing Pond | Lot ID: 1385381 | |
| Box 460 | Project Name: | Control Number: C023901 | |
| 56 Wheatland Ave | Project Location: Finishing Pond | Date Received: Oct 21, 2019 | |
| Smoky Lake, AB, Canada | LSD: | Date Reported: Oct 29, 2019 | |
| T0A 3C0 | P.O.: 416477 | Report Number: 2454589 | |
| Attn: Joan Prusak | Proj. Acct. code: | | |
| Sampled By: David Tkachuk | | | |
| Company: Town of Smoky Lake | | | |

CARRIED

Mayor Initials

CAO Initials



MOTION: 826-19

MOVED by Councillor Kotylak that the Town of Smoky Lake's 2019 Lagoon report dated November 28, 2019, provided by Element, regarding Project ID: Fall Drain - located at legal description SW 27-59-17-4 in Smoky Lake County, Lot ID #1392556, be filed for information.

| Analytical Report | | |
|---|---|---|
| Bill To: Town of Smoky Lake Box 460 56 Wheatland Ave Smoky Lake, AB, Canada T0A 3C0 Attn: David Tkachuk Sampled By: Bany Company: Town of Smoky Lake | Project ID: Project Name: Project Location: LSD: P.O.: Proj. Acct. code: | Fall Drain Lagoon Release White Earth Creek 416498 |
| Lot ID: 1392556 Control Number: C024151 Date Received: Nov 20, 2019 Date Reported: Nov 28, 2019 Report Number: 2467516 | | |

CARRIED

7.3 Fire Hall and Maintenance Shop Signage Quote

MOTION: 827-19

MOVED by Mayor Holowaychuk that the presentation given by Public Works Foreman, Billy McMullen regarding the Fire Hall and Maintenance Shop signage and costs from Gerald Fontaine via email dated December 2, 2019, made at the St. Paul Regional High School's welding department to supply and cut 1/8 aluminum letters for \$486.00 each (does not include paint, shipping or installation of the letters), be accepted for information.

CARRIED

8. NATURAL GAS

8.1 Alberta Gas Federation – Zone Meeting Questionnaire

MOTION: 828-19

MOVED by Councillor Morton that the Alberta Gas Federation's Round Table Discussion regarding the Questionnaire captured at the Fall 2019 Zone Meeting, be filed for information.

CARRIED

9. ADMINISTRATION

9.1 Chief Administrative Officer's Report

- Attended the Director of Emergency Management Course

MOTION: 829-19

MOVED by Councillor Kotylak that the oral and written report presented by CAO, Kozakiewicz, be accepted for information.

CARRIED

Mayor Initials

CAO Initials



9.2 Alberta Transportation - Highway 28 Corridor Review

MOTION: 830-19

MOVED by Councillor Kotylak that the email dated November 27, 2019 from Dean Litke, Infrastructure Manager, Construction and Maintenance Division for Alberta Transportation regarding Highway 28 Corridor Study for the Town of Smoky Lake, be filed for information.

CARRIED

9.3 December 2, 2019 Smoky Lake School Bus Accident:

1. Town of Smoky Lake Monetary Support to the Victims and Families
2. Thank You Letter to Smoky Lake Centex re: Supper Provided to Emergency Responders

MOTION: 831-19

MOVED by Mayor Holowaychuk that the Town of Smoky Lake support the Victims and their Families of the December 2, 2019 Smoky Lake School Bus Accident on Highway 28 and Range Road 180, by contributing \$300.00 dollars towards the Facebook fundraiser "GOFUNDME" created by Shelby Henry; to be funded from 2019 Town Reserves; and Administration write a Thank you letter to Smoky Lake Centex for providing supper to the Emergency Responders.

CARRIED

9.4 Smoky Lake Community Prayer Vigil for Victims and Families of the School Bus Accident

MOTION: 832-19

MOVED by Councillor Morton that the Regular Council Meeting be recessed for Council and Administration to attend the Smoky Lake Community Prayer Vigil held at 6:30 p.m. at Smoky Lake Pumpkin Park, Smoky Lake, for the Victims and Families of the School Bus Accident that occurred on December 2, 2019 on Highway 28 and Range Road 180.

CARRIED

Mayor Holowaychuk called a recess at 6:22 p.m. and reconvened at 7:09 p.m.

Handwritten signatures in blue ink. The top signature is for the Mayor and the bottom signature is for the CAO. Both are written over horizontal lines.

10. HEALTH AND PROTECTIVE SERVICES

10.1 Report on the December 2, 2019 Smoky Lake School Bus Accident on Highway 28 and RANGE ROAD 180

MOTION: 833-19

MOVED by Councillor Morton that the oral report given by Mayor Holowaychuk regarding the first responders and everyone involved who assisted the school bus accident on December 2, 2019, be accepted for information.

CARRIED

11. RECREATION AND CULTURE

11.1 Smoky Lake Agricultural Society re: Tourism Highway Signage Monetary Request

MOTION: 834-19

MOVED by Councillor Kotylak that the Town of Smoky Lake support the Smoky Lake Agricultural Society by providing funding in the amount of \$1,640.00 towards the Tourism Highway Signage program for the Smoky Lake Agricultural Society's RV Park, located at 4612 – 54 Avenue, totaling 4 signs, as per the Government of Alberta's invoice #104088 ; and be funded from the Town's 2020 Operating Budget.

CARRIED

11.2 Northern Lights Library System's 2020 Levy Requisition

MOTION: 835-19

MOVED by Councillor Morton that the Town of Smoky Lake is in favour of the Northern Lights Library System's Levy increase of \$77.12 from Year 2019 to Year 2020, levy calculation based upon Town's 2018 population of 964 x \$5.23 per capita equals the 2020 levy requisition of \$5,041.72; and be allocated from the Town's 2020 Operating Budget entitled "Northern Lights Library System".

2020 Levies:


| | |
|--------------------------|------------------------------------|
| \$5.23 per capita | Municipality |
| \$10.46 per capita | Municipality without Library Board |

The total levy for 2020 equals \$5,041.72 from the Town of Smoky Lake. (964 x \$5.23)
(2019 was \$4,964.60 an increase of \$77.12)

CARRIED

Mayor Initials

CAO Initials



12. ECONOMIC DEVELOPMENT

12.1 Community Futures St. Paul – Smoky Lake Region Committee

MOTION: 836-19

MOVED by Councillor Kotylak that Town of Smoky Lake Councillor Melody Morton be appointed as an additional member to the Community Futures St. Paul – Smoky Lake Region Committee, beginning January 2020.

CARRIED

13. LANDS, PLANNING AND DEVELOPMENT

13.1 Subdivision and Development Appeal Board (SDAB) Training Completed by Tamara Flondra

MOTION: 837-19

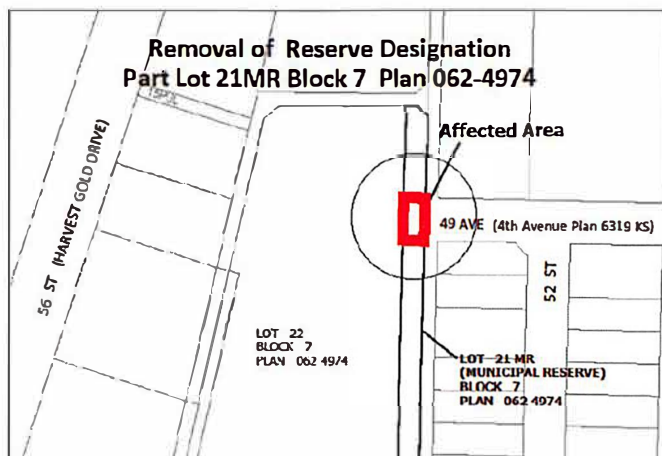
MOVED by Councillor Morton that the letter from Brownlee LLP dated November 18, 2019 from Alifeyah Gulamhusien regarding the Subdivision and Development Appeal Board (SDAB) training program by Ministerial Order MSL019/18 held on November 15, 2019 has been completed by Town of Smoky Lake employee, Tamara Flondra, be accepted for information.

CARRIED

13.2 Proposed Subdivision Part Lots 21MR and Lot 22 - Block 7- Plan 062-4974

MOTION: 838-19

MOVED by Councillor Kotylak that Town of Smoky Lake Council requests the removal of the Municipal Reserve Designation on that portion of Lot 21 MR, Block 7, Plan 0624974 that lies west of the westward extension of 49 Avenue, shown as 4th Avenue on Plan 6319 KS, and outlined in red on the attached sketch.



CARRIED

Mayor Initials

CAO Initials

14. CORRESPONDENCE

14.1 File for information items:

MOTION: 839-19

MOVED by Councillor Morton that the following items be filed for information:

- a) **Aspen View Public Schools re: Sincere thanks for advocacy in support of the H.A Kostash replacement project.**
- b) **Northern Lights Library System Board Meeting Report – November 23, 2019**
- c) **Northeast Alberta Information HUB Board / Membership Meeting Minutes – November 18, 2019**
- d) **Property Assessment and Taxation Information Bulletin re: Cannabis removed from “farming operations”.**
- e) **Alberta Environment and Parks Notice re: Revised Lead MAC for drinking water systems.**
- f) **Victoria Home Guard Newsletter No. 59 - November 2019**

CARRIED

14.2 Saddle Lake Cree Nation (SLCN) Request - Support Letter for Emergency Funding

MOTION: 840-19

MOVED by Councillor Kotylak that the Town of Smoky Lake approve action taken regarding the meeting Mayor Holowaychuk attended with Eric Shirt, Saddle Lake Cree Nation Chief, held on November 21, 2019 in Saddle Lake, AB. regarding Emergency Funding; and Mayor Holowaychuk be reimbursed for expenses incurred to attend the meeting (mileage/meals).

CARRIED

MOTION: 841-19

MOVED by Mayor Holowaychuk that the Town of Smoky Lake provide a letter of support to Saddle Lake Cree Nation regarding the Emergency Funding Request in the amount of \$4,460,000.00 for the seven interrelated crisis areas which require immediate emergency funding from the Government of Canada to help alleviate the communities health and safety concerns.

CARRIED

MOTION: 842-19

MOVED by Councillor Kotylak that Administration contact the Honourable Prasad Panda, Alberta Minister of Infrastructure, and Neil O’Shea, Aspen View Public Schools Superintendent regarding the status of the Replacement Project for Smoky Lake H.A Kostash School; and present at a future Council meeting.

CARRIED

Mayor Initials



CAO Initials

14.3 Emails from Omer Moghrabi, Lac La Biche Mayor, and Barry Morishita, President of Alberta Urban Municipalities Association Offering Support re: December 2, 2019 Smoky Lake School Bus Accident

MOTION: 843-19

MOVED by Mayor Holowaychuk that the Town of Smoky Lake acknowledge receipt of the email dated December 3, 2019 from Omer Moghrabi, Lac La Biche Mayor and Barry Morishita, Alberta Urban Municipalities Association regarding thoughts, prayers and support to the community of Smoky Lake after the School Bus Accident on December 2, 2019.

CARRIED

15. EXECUTIVE SESSION (Closed Session)

MOTION: 844-19

MOVED by Deputy Mayor Whitelaw to go into Closed Session to discuss the following matter at 7:37 p.m.:

- (FOIP s. 17) 4J Mechanical re: 2019 Property Tax Concession Request

CARRIED

MOTION: 845-19

MOVED by Councillor Kotylak to come out of Closed Session at 7:56 p.m.

CARRIED

16. BUSINESS FROM EXECUTIVE SESSION (Out of Closed Session)

MOTION: 846-19

MOVED by Councillor Morton that the Town of Smoky Lake approve a one-time tax refund permitted by the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, Section 347(1), to 4J Mechanical (Tax Roll number 9000001), originally requested by Josh Jarema via email dated October 11, 2019 due to the 2019 increase in assessment resulting from renovations to the building located at 4208 – 50 Street, Smoky Lake; and Town Council agrees to refund the increase in the **municipal portion only** from Tax Year 2018 to Tax Year 2019 totaling \$647.46; and Administration process the refund accordingly.

| | |
|---|------------------|
| 2018 Property Tax Levy, Municipal Portion - | \$1,585.95 |
| 2019 Property Tax Levy, Municipal Portion - | \$2,233.41 |
| Refund | \$ 647.46 |

Mayor Initials

CAO Initials



Hey Adam I recieved this letter last night. can you add it to the next agenda? Not the 15 the. Thanks

Get Outlook for Android

From: melmort@telus.net <melmort@telus.net>
Sent: Saturday, October 12, 2019 7:14:46 AM
To: Mel Morton <mmorton@smokylake.ca>
Subject: Fwd: Letter to council

----- Forwarded message -----
From: 4J Mechanical <4jmech@gmail.com>
Date: Oct. 11, 2019 11:30 p.m.
Subject: Letter to council
To: melmort@telus.net
Cc:

To Whom it may concern,

My name is Joshua Jarema. I run a small plumbing company (4J Mechanical) out of my farm in the county of Smoky Lake. As I'm sure most of you have heard, I am in the process of relocating my business into the town of Smoky Lake. In doing this, I hope to save time and money for myself and my customers as most of my work is centered around the town and there is a fair bit of travel involved with our current location and the day to day operations. I plan to provide a better service to the community as well as my existing customers with provisions to include a small office staff and retail area. With this I hope to provide better communication and availability especially for phone calls which are difficult for me to satisfy currently. This move has proven to be very costly as well as the Rennovations to bring my building up to spec. I am writing this

letter in hopes that you can assist me in making this process a little less costly and a little less stressful. Upon receiving my first couple of statements from the town, I realized that there are a few unnecessary charges that I believe I can go without. The first one being the existing 1" water meter that would have come with the excess water usage that was in the building before. I don't require a 1" water meter as I will only be running a small half bath out of the facility... with this, I understand that there is also an increased sewer charge, which again I don't think is necessary based on the amount of plumbing that will be active in the building. I've been paying these charges now since I've had the title transferred to my name. If at all possible it would be great if I could get a small credit or refund for the oversized water meter and sewer from what I have already paid. One last thing that I am going to ask for is if there is any way that I can get a tax break or assistance of any sort for at least the first 3 years of me testing my new business to help me get on my feet and decide whether it will be the correct decision for myself, the business and the community. Any help is greatly appreciated. Thank you for your time.

Thanks,

Josh

CARRIED

17. ADJOURNMENT

MOTION: 847-19

MOVED by Councillor Morton to adjourn the meeting at 7:58 p.m.

CARRIED



Hank Holowaychuk
Mayor



Adam Kozakiewicz
Chief Administrative Officer

Mayor Initials



CAO Initials

