

**TOWN OF SMOKY LAKE
REGULAR COUNCIL MEETING
TOWN COUNCIL CHAMBERS
January 4, 2018 5:00 p.m.**

PRESENT:	Hank Holowaychuk	Mayor
	Daniel Kotylak	Deputy Mayor
	Terry Makowichuk	Councillor
	Melody Morton	Councillor
	Ross Whitelaw	Councillor
STAFF IN ATTENDANCE:	Adam Kozakiewicz	Chief Administrative Officer
	Crystal Letwin	Finance Assistant
	Bill McMullen	Interim Public Works Foreman
	Marianne Prockiw-Zarusky	FCSS Coordinator

1. CALL TO ORDER

Mayor Holowaychuk called the January 4, 2018 Regular Town Council Meeting to order at 5:07 p.m.

2. APPROVAL OF THE AGENDA

MOTION: 2852/18 **MOVED** by Councillor Makowichuk to approve the January 4, 2018 Agenda with the following additions:

- 4.1 Michael Abadir from Shane's IDA Pharmacy
- 9.8 Formal Complaint from Richard Sadowinski
- 9.9 Operating Position as of November 30, 2017
- 9.10 Computers for Town Elected Officials
- 9.11 Alberta Counsel Training
- 10.1 Fire Department Emergency Services Training Guide

CARRIED

3. ADOPTION OF PREVIOUS MINUTES

3.1 December 19, 2017 Regular Council Meeting

MOTION: 2853/18 **MOVED** by Deputy Mayor Kotylak to adopt the minutes of the December 19, 2017 Regular Council meeting as presented. (Rescinded by Motion #2893/18)

CARRIED

Handwritten initials for the Mayor and CAO, each written on a horizontal line.

4. DELEGATIONS

4.1 Michael Abadir from Shane's IDA Pharmacy

Michael Abadir was unable to attend the meeting.

5. QUESTION PERIOD

Richard Sadowinski

~~**Question:** Why did Town council increase the honorarium rate for the Mayor from \$600.00 to \$650.00 per month and Councillor from \$300.00 to \$350.00 per month at the Regular Council meeting on December 5, 2017.~~

~~**Town Reply:** Mayor and Council justified the increase to the honorariums due to Town related phone usage on their personal phones as an expense.~~

Motion #2894/18 MOVED by Councillor Makowichuk to adopt the December 19, 2017 Regular Council Meeting Minutes as amended by deleting the question asked by Richard Sadowinski during question period as it did not occur.

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

6. FCSS

6.1 FCSS Coordinator's Report

MOTION: 2854/18

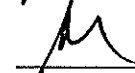
MOVED by Councillor Morton that the presentation given by FCSS Coordinator, Marianne Prockiw-Zarusky be accepted for information.

CARRIED

7. PUBLIC WORKS

7.1 Public Works Foreman's Report

- Scraped icy roads
- Sewer flushing near the Shell Gas Station, ATB Financial and 51 Street and 43 Ave
- Road sanding
- Cleared sidewalk at 242 White Earth Street
- Update on large gas meter project



MOTION: 2855/18

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

CARRIED

7.2 Sidewalk Condition at 242 White Earth Street

MOTION: 2856/18

MOVED by Mayor Holowaychuk that the sidewalk condition at 242 White Earth Street be accepted for information as the issue has been dealt with by the Public Works staff.

CARRIED

8. NATURAL GAS

8.1 Town Gas Well Abandonment

MOTION: 2857/18

MOVED by Councillor Makowichuk that the Town Gas Well abandonment email dated December 14, 2017 from Gary Gwartney of Veracity Energy Services Ltd. regarding Edward Gas Well site 8-26-60-16W4, 10-26-60-16W4 and the Surface Casing Vent Flow/Gas Migration Submission Reports dated December 13, 2017 be accepted for information. Further to that, Gas Well site 10-26-60-16W4 be cut and capped as soon as possible in the amount of \$6,000.00 – \$8,000.00.

CARRIED

MOTION: 2858/18

MOVED by Mayor Holowaychuk that the two gas well abandonment summary reports from Gary Gwartney of Veracity Energy Services Ltd. be presented at the next Smoky Lake Mineral Rights Development Company meeting. Further to that, Administration clarify from Alberta Energy Regulator (AER) what the time frame is to cut and cap the gas well for abandonment.

CARRIED

Mayor Holowaychuk called a recess at 6:10 p.m. and reconvened at 6:25 p.m.

Mayor Initials

CAO Initials

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

9. ADMINISTRATION

9.1 Chief Administrative Officer's Report

- Met with new owners of the former Royal Star Motel now Country Garden Motel
- Met with new owner of Shane's IDA Pharmacy, Michael Abadir
- Met with Grant Miller from Chevrolet Buick GMC Ltd.
- Presented a Municipal Governance Committee Report from Alberta Urban Municipalities Association (AUMA)

MOTION: 2859/18

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

CARRIED

9.2 Municipal Government Act (MGA) Amendments

MOTION: 2860/18

MOVED by Deputy Mayor Kotylak that the Municipal Government Act (MGA) Amendments from Brownlee LLP Barristers and Solicitors coming into force in 2018 be accepted for information.

CARRIED

MOTION: 2861/18

MOVED by Councillor Morton that the 2018 Capital and Operating budget discussion meeting be held on Tuesday, February 6, 2018 at 3:00 p.m. in the Town Council Chambers in Smoky Lake, AB.


CARRIED

9.3 Alberta Child Care Centre's Affordable Plan

MOTION: 2862/18

MOVED by Councillor Morton that Administration advertise a request for proposal for child care services in Smoky Lake, AB to utilize the Government of Alberta's pilot program that will offer families across Alberta access to quality, \$25.00-a day childcare. Further to that, the child care proposals be presented at the January 16, 2018 Regular Council meeting.

CARRIED



9.4 Council Orientation of Town Facilities Date

MOTION: 2863/18

MOVED by Deputy Mayor Kotylak that the Council Orientation of Town facilities be held on Tuesday, February 20, 2018 at 3:00 p.m.

CARRIED

9.5 Chief Administrative Officer Performance Evaluation Date

MOTION: 2864/18

MOVED by Mayor Holowaychuk that the Chief Administrative Officer Performance Evaluation be held on Tuesday, February 6, 2018 at 5:00 p.m. at the Regular Council meeting during the in-camera session (FOIP s. 19).

CARRIED

9.6 Financial Reports as per Municipal Affairs

MOTION: 2865/18

MOVED by Councillor Makowichuk that the information from Municipal Affairs stating that "financial reports are normally presented to council at least quarterly. At a minimum, that should include budget variance reports and updates on major capital projects but could also include progress on the next budget and/or financial plans, reserve balances and projections, asset management or other items administration thinks council should be aware of or council requests. These reports would be included in the agenda package and accepted as information by resolution" be accepted for information.

CARRIED

Mayor Holowaychuk called a recess at 7:35 p.m. and reconvened at 7:46 p.m.

9.7 Action List of Council Meeting Motions

MOTION: 2866/18

MOVED by Councillor Makowichuk that Administration provide the Action List of Council Motions to Council once a month in email format for review.

CARRIED

Mayor Initials



CAO Initials



9.8 Formal Complaint from Richard Sadowinski

MOTION: 2867/18

MOVED by Deputy Mayor Kotylak that the formal complaint dated January 2, 2018 from Richard Sadowinski regarding Deputy Mayor Kotylak and Councillor Whitelaw be moved into executive session in-camera item 16.5.

CARRIED

9.9 Operating Position Report for period ended November 30, 2017

MOTION: 2868/18

MOVED by Councillor Morton that the Town of Smoky Lake's Operating Position report for the period ended November 30, 2017 be accepted for information.

CARRIED

9.10 Computers for Town Elected Officials

MOTION: 2869/18

MOVED by Councillor Makowichuk that Administration supply available computers to Mayor Holowaychuk and Council if needed for temporary use. Further to that, CAO Kozakiewicz provide Council with a permanent solution and provide computer options and costs to be presented at the January 16, 2018 Regular Council meeting.

CARRIED

9.11 Alberta Counsel Training

MOTION: 2870/18

MOVED by Mayor Holowaychuk that the "Building and Maintaining Your Personal Brand For Councillors" Seminar presented by Katie Robertson, CEO Grapevine Communications hosted by Alberta Counsel on Wednesday, January 17, 2018 at 1:00 p.m. – 4:00 p.m. in Edmonton, AB be a Council approved event.

CARRIED

Mayor Initials



CAO Initials



10. HEALTH AND PROTECTIVE SERVICES

10.1 Fire Department Emergency Services Training Guide

MOTION: 2871/18

MOVED by Mayor Holowaychuk that the package containing the training guide developed for Canadian fire departments regarding "How to Respond to Natural Gas Emergencies" with the purpose of providing emergency responders with information necessary for responding to natural gas emergencies from the Canadian Gas Association be accepted for information. Further to that, Administration purchase two (2) additional emergency guides with the intent of educating the Smoky Lake Fire Department with this type of emergency.

CARRIED

11. RECREATION AND CULTURE

No items were discussed at the meeting.

12. ECONOMIC DEVELOPMENT

No items were discussed at the meeting.

13. LANDS, PLANNING AND DEVELOPMENT

No items were discussed at the meeting.

Mayor Holowaychuk called a recess at 8:35 p.m. and reconvened at 8:46 p.m.

Deputy Mayor Kotylak extended the meeting until 10:00 p.m.

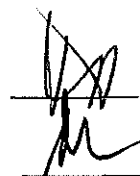
14. CORRESPONDENCE

14.1 Rural Health Professions Action Plan Conference

MOTION: 2872/18

MOVED by Councillor Makowichuk that the Rural Health Professions Action Plan (RhPAP) Conference held on April 10 – 12, 2018 in Brooks, AB be a Council approved event.

CARRIED

Handwritten initials for the Mayor and CAO, each written on a horizontal line.

14.2 Geographical Information System (GIS) Training

MOTION: 2873/18

MOVED by Deputy Mayor Kotylak that the Geographical Information System (GIS) Council training rescheduled date proposed for January 10, 2018 at 9:00 a.m. – 3:00 p.m. in the Smoky Lake County Council Chambers in Smoky Lake, AB be a Council approved event.

CARRIED

14.3 Economic Development Assistant Deputy Minister Correspondence

MOTION: 2874/18

MOVED by Deputy Mayor Kotylak that the letter dated December 20, 2017 from Assistant Deputy Minister of Economic Development, Michele Evans regarding the recent visit to Smoky Lake to discuss shared goals for economic development and regional collaboration be accepted for information.

CARRIED

14.4 Smoky Lake County Motions re: Alberta Community Partnership (ACP) Grant & the Federation of Canadian Municipalities (FCM) Asset Management Grant

MOTION: 2875/18

MOVED by Councillor Whitelaw that the Town of Smoky Lake in partnership with the Smoky Lake County, Village of Waskatenau, and the Village of Vilna participate in the application of the 2017-2018 Alberta Community Partnership (ACP) Grant Application for Project Title: Regional Ortho Photos under the "Intermunicipal Collaboration Framework" Component for the Grant amount of \$38,000.00; and that Smoky Lake County agrees to be the Managing Partner under the Municipal Affairs Alberta Community Partnership (ACP) Grant; and further agrees to abide by the terms of a Conditional Grant Agreement governing the purpose and use of the grant funds.

CARRIED

Mayor Initials



CAO Initials



MOTION: 2876/18

MOVED by Councillor Makowichuk that the Town of Smoky Lake in partnership with the Smoky Lake County, Village of Waskatenau, and the Village of Vilna participate in the application of the 2017-2018 Alberta Community Partnership (ACP) Grant Application for Project Title: Smoky Lake Region Intermunicipal Collaboration Framework Project under the "Intermunicipal Collaboration Framework" Component for the Grant amount of \$75,000.00; and Smoky Lake County approves the Village of Waskatenau to be the Managing Partner under the Municipal Affairs Alberta Community Partnership (ACP) Grant; and further agrees to abide by the terms of a Conditional Grant Agreement governing the purpose and use of the grant funds.

CARRIED

14.5 Minister of Alberta Infrastructure Correspondence

MOTION: 2877/18

MOVED by Mayor Holowaychuk that the letter dated December 15, 2017 from Alberta Infrastructure Minister, Sandra Jensen regarding the discussion held with Town Elected Officials at the Alberta Association of Municipal Districts and Counties Fall Convention such as the Parent Link Centre Program, Waskatenau Catholic School, Smoky Lake Forest Nursery and available federal funding for water lines and road maintenance be accepted for information. Further to that, Administration prepare a thank you letter to the Minister of Infrastructure, Sandra Jensen, Greta Levy, Dave Bentley and staff for the prompt response from the meeting at the AAMDC Convention.

CARRIED

14.6 Alberta Justice and Solicitor General Correspondence

MOTION: 2878/18

MOVED by Councillor Morton that the letter dated December 21, 2017 from Acting Minister of Justice and Solicitor General, Marlin Schmidt regarding the interest in re-opening the court house in Smoky Lake be accepted for information. Further to that, Administration prepare a letter of thanks on behalf of the Mayor and Council.

CARRIED

MOTION: 2879/18

MOVED by Deputy Mayor Kotylak that Administration prepare a letter of support to the Minister of Health, Sarah Hoffman for a needs assessment for a Hemoglobin Dialysis machine in Smoky Lake, AB.

CARRIED



15. COUNCIL COMMITTEE REPORTS

15.1 Mayor Holowaychuk:

Deferred

15.2 Deputy Mayor Kotylak:

Deferred

15.3 Councillor Makowichuk:

Deferred

15.4 Councillor Morton:

Deferred

15.5 Councillor Whitelaw:

Deferred

MOTION: 2880/18

MOVED by Mayor Holowaychuk to defer the oral reports of the committee meetings attended by the Mayor, Deputy Mayor and Councillors till the next Regular Council meeting.

CARRIED

16. EXECUTIVE SESSION (In-Camera)

MOTION: 2881/18

MOVED by Councillor Makowichuk to go in-camera to discuss the following issues at 9:21 p.m.:

- Primary Care Network (PCN) (s. 24 FOIP)
- Smoky Lake Continuing Care Centre and Nurses Residence Building Reports (s. 24 FOIP)
- Smoky Lake Bar-V-Nook Road Condition Report (s. 24 FOIP)
- Carillion Canada Lease Agreement (s. 27 FOIP)
- Formal Complaint Letter from Richard Sadowinski

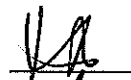
CARRIED

MOTION: 2882/18

MOVED by Deputy Mayor Kotylak to come out of camera at 9:56 p.m.

CARRIED

Mayor Initials



CAO Initials



17. BUSINESS FROM EXECUTIVE SESSION (Out of Camera)

MOTION: 2883/18

MOVED by Mayor Holowaychuk that Administration prepare an apology letter to Richard Sadowinski regarding the formal complaint dated January 2, 2018 against Deputy Mayor Kotylak and Councillor Whitelaw on behalf of the Mayor and Council.

CARRIED

MOTION: 2884/18

MOVED by Mayor Holowaychuk that the Smoky Lake Continuing Care Centre and Nurses Residence building reports (s. 24 FOIP) be deferred to the next Regular Council meeting.

CARRIED

MOTION: 2885/18

MOVED by Mayor Holowaychuk that Administration work with the Smoky Lake Bar-V-Nook Lodge engineers to find a resolution regarding repairs to the pavement damage on 52 Avenue and 46 Street caused by construction of the Smoky Lake Bar-V-Nook Lodge.

CARRIED

MOTION: 2886/18

MOVED by Councillor Morton that the Town of Smoky Lake is currently unable to offer the Lease Agreement with Carillion Canada as the property east of the Museum between the Walking Trail and Highway 28 is jointly owned.

CARRIED


18. ADJOURNMENT

MOTION: 2887/18

MOVED by Councillor Makowichuk to adjourn the meeting at 10:00 p.m.

CARRIED


Hank Holowaychuk
Mayor


Adam Kozakiewicz
Chief Administrative Officer

