

**TOWN OF SMOKY LAKE
REGULAR COUNCIL MEETING
TOWN COUNCIL CHAMBERS
July 17, 2018 5:00 p.m.**

PRESENT: Hank Holowaychuk Mayor
Daniel Kotylak Deputy Mayor
Melody Morton Councillor
Ross Whitelaw Councillor

REGRETS: Terry Makowichuk Councillor

STAFF IN ATTENDANCE: 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 July 17, 2018 Regular Town Council Meeting to order at 5:03 p.m.

2. APPROVAL OF THE AGENDA

MOTION: 3402/18 **MOVED** by Councillor Morton to approve the July 17, 2018 Regular Town Council Meeting Agenda with the following additions:

- 7.5 Smoky Lake Agricultural Society Demolition Derby Request
- 14.8 North East Muni-Corr Ltd. Events

CARRIED

3. ADOPTION OF PREVIOUS MINUTES

3.1 July 4, 2018 Regular Council Meeting

MOTION: 3403/18 **MOVED** by Deputy Mayor Kotylak to adopt the Minutes of the July 4, 2018 Regular Council Meeting as presented.

CARRIED



4. DELEGATIONS

4.1 Smoky Lake Community Daycare Co-op Committee

MOTION: 3404/18 **MOVED** by Deputy Mayor Kotylak that the presentation given by the Smoky Lake Community Daycare Co-op Committee regarding the Smoky Lake Daycare located at H.A Kostash School in Smoky Lake, AB., be accepted for information.

CARRIED

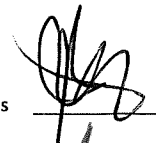
MOTION: 3405/18 **MOVED** by Deputy Mayor Kotylak that the Town of Smoky Lake match the Smoky Lake County's monetary donation of \$5,000.00 to the Smoky Lake Community Daycare Co-op Committee regarding the Smoky Lake Daycare located at H.A Kostash School in Smoky Lake, AB.; and be allocated from the Town reserve.

CARRIED

MOTION: 3406/18 **MOVED** by Deputy Mayor Kotylak that Councillor Morton be the Town representative for the Smoky Lake Community Daycare Co-op Committee; and be included in the 2017 – 2018 Council Committees Schedule "A".

CARRIED

Mayor Initials



CAO Initials





**2017 - 2018 Council Committees
Schedule "A"**

<u>Committee</u>	<u>Committee Member</u>	<u>Alternate</u>
Alberta Hub	Councillor Whitelaw	Councillor Morton
Alberta's Lakeland Tourism Marketing Association	Councillor Whitelaw	Councillor Makowichuk
Community Futures	Councillor Whitelaw	
Doctor Recruitment and Retention Committee	Mayor Holowaychuk Deputy Mayor Kotylak	Councillor Whitelaw
Economic Developers Alberta (EDA)	Deputy Mayor Kotylak	Councillor Makowichuk
Evergreen Waste Management Commission*	Deputy Mayor Kotylak	Mayor Holowaychuk
Family and Community Support Services Board FCSS*	Councillor Morton	Councillor Makowichuk
Gas Federation	Mayor & Council	
Highway 28/63 Water Service Commission * (2 Seats)	Mayor Holowaychuk Deputy Mayor Kotylak	Councillor Makowichuk
Joint Fire Department Committee	Mayor & Council	
Joint Municipalities	Mayor & Council	
Kalyna Country Destination Marketing Association	Councillor Makowichuk	
Municipal Planning Commission	Councillor Makowichuk	Councillor Morton
North-East Muni-Corr Corporation	Councillor Makowichuk	Councillor Whitelaw
Northern Lights Regional Library	Councillor Morton	Councillor Makowichuk
Regional Community Development Committee (RCDC) *	Mayor Holowaychuk Deputy Mayor Kotylak	Councillor Whitelaw

Mayor Initials

CAO Initials



**2017 - 2018 Council Committees
Schedule "A" (continued)**

Regional Emergency Advisory	Councillor Whitelaw	Deputy Mayor Kotylak
Regional Fire Services	Deputy Mayor Kotylak Councillor Makowichuk	
Smoky Lake Agricultural Society *	Councillor Morton	Councillor Makowichuk
Smoky Lake Community Daycare Co-op Committee	Councillor Morton	
Smoky Lake Foundation * (1 Seat)	Deputy Mayor Kotylak	Mayor Holowaychuk
Smoky Lake Mineral Rights Development Company	Mayor & Council	
Smoky Lake Municipal Library Board	Councillor Morton	
Subdivision and Development Appeal Board	Councillor Whitelaw	Deputy Mayor Kotylak

Mayor Initials

CAO Initials



**2017 - 2018 Voluntary Community Committees
Schedule "B"**

<u>Committee</u>	<u>Committee Member</u>	<u>Alternate</u>
Algonquin Shooting Club	Deputy Mayor Kotylak	
Flower Power	Mayor & Council	
Friends of CN	Councillor Morton	
Smoky Lake Curling Club	Councillor Morton	
Smoky Lake & District Chamber of Commerce	Councillor Whitelaw	
Smoky Lake Pumpkin Growers Association	Councillor Whitelaw	
Smoky Lake Riding Club	Mayor Holowaychuk	
Smoky Lake Rural Crime Watch	Councillor Makowichuk	
Smoky Lake Senior Citizens Club	Deputy Mayor Kotylak	
Smoky Lake Town & Country Golf Club	Councillor Makowichuk	
Smoky Lake Trail Twisters	Deputy Mayor Kotylak	

4.2 Jordan Molson and Erik Von Platen – Water Meter Concern

MOTION: 3407/18

MOVED by Deputy Mayor Kotylak that the oral report and letter dated June 29, 2018 presented by Jordan Molson and Erik Von Platen regarding the water meter concern at 4403 – 54 Avenue and Town’s invoice #1581.00 in the amount of \$161.35 for water meter testing and disconnect / reconnect fees, be accepted for information.

CARRIED

Mayor Initials

CAO Initials

MOTION: 3408/18

MOVED by Mayor Holowaychuk that invoice #1581.00 dated June 7, 2018 from the Town of Smoky Lake to Jordan Molson and Erik Von Platen in the amount of \$161.35 for water meter testing and disconnect / reconnect fees regarding the water meter at 4403 – 54 Avenue, be waived.

CARRIED

5. QUESTION PERIOD

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

6. FCSS

6.1 FCSS Coordinator's Report

MOTION: 3409/18

MOVED by Deputy Mayor Kotylak that the presentation given by FCSS Coordinator, Marianne Prockiw-Zarusky, be accepted for information.

CARRIED

Mayor Initials



CAO Initials



7.1 Public Works Foreman's Report

MOTION: 3410/18

MOVED by Councillor Morton that the oral report dated July 4, 2018 – July 17, 2018 presented by Public Works Foreman, McMullen be accepted for information.

**Public Works Report
July 4- July 17**

- Put down spouts at the Library
- Added clay along foundation on west side of Library
- Added clay along foundation on west side of Seniors Drop-in Centre
- Filled random potholes with coal mix (will continue)
- Picked up picnic tables that need repair (work in progress)
- Set out new garbage can lids. Brought some old lids back to the shop to paint
- Graded alleys with box blade
- Graded alleys with grader by south shop, south of Lion's park, Grant Miller, Hotel
- Helped install railway crossing at Museum
- Weed wacked RV park (as per request)
- Oil change RV park lawn mower (as per request)
- Cleaned unsightly yards
- Trimmed trees along walking trail (fallen trees)
- Set out barricades for the Escape Room Event
- Fixed soft spots on Harvest Gold Drive
- Hauled sand from Museum after railway signs were installed
- Changed broken light at Gazebo along Iron Horse Trail
- Cut grass at Gun Range
- Cut grass at finishing pond
- Flushed sewer in alley east of 56 St.
- Fire hydrant fixed on 54 Ave
- Fixed holes on sidewalk in front of Lot 4 on Wheatland Ave
- Cut grass in Koloereeka
- Cut down tree along Iron Horse Trail and straightened signs
- Assisted Bar-V-Nook Lodge with moving the residents
- Replaced light on decorative pole behind CN Station
- Maintained bathroom along Iron Horse Trail
- Moved cement table from threshing machine to Gazebo along trail
- Put Town Logo on grasshopper lawn mowers

CARRIED

7.2 Thank Your Card to Town Public Works Staff

MOTION: 3411/18

MOVED by Councillor Whitelaw that the Thank-you card received from town residents, Linda and James Vezeau, regarding the excellent work removing the tree that had fallen on the street, be filed for information.

CARRIED

7.3 Ditch Witch Vacuum Excavator Options

MOTION: 3412/18

MOVED by Councillor Morton that Public Works Foreman, McMullen investigate the condition of the FX30 Ditch Witch 800; and report to Council at the Regular Council Meeting held on August 7, 2018.

CARRIED

Mayor Initials

CAO Initials

Mayor Holowaychuk called a recess at 6:00 p.m. and reconvened at 6:12 p.m.

7.4 Dandelion Control

MOTION: 3413/18

MOVED by Councillor Morton that Administration engage the Smoky Lake County regarding a proposal for joint services with Smoky Lake County's Agricultural Fieldman to assist Town Public Works staff in spraying weeds in the Town of Smoky Lake.

CARRIED

7.5 Smoky Lake Agricultural Society's Demolition Derby Request

MOTION: 3414/18

MOVED by Councillor Morton that Town Public Works provide in-kind service to the Smoky Lake Agricultural Society and deliver picnic tables from the Smoky Lake RV Park to the Rodeo grounds for the Demolition Derby held on Monday, August 6, 2018.

CARRIED

8. NATURAL GAS

8.1 RFD – Canadian Natural Resources Water Disposal Agreement – Bellis Area

MOTION: 3415/18

MOVED by Mayor Holowaychuk that the Canadian Natural Resources Water Disposal Agreement – Bellis Area dated October 1, 1999 between Canadian Natural Resources and the Town of Smoky Lake, CNR File #BEI.17A21, Well Reference: 100/08-26-060-16W4/00, be terminated as the last two wells on the agreement have been abandoned, effective August 1, 2018, as stated in the letter from Canadian Natural Resources Agreements Analyst, Kim Benner dated June 19, 2018, be accepted for information; and any future correspondence regarding the Agreement be directed to kim.benner@cnrl.com.

CARRIED

Mayor Initials



CAO Initials



8.2 Federation of Alberta Gas Co-op Ltd. – Zone 3 & 4 Agreement

MOTION: 3416/18

MOVED by Deputy Mayor Kotylak that the Town of Smoky Lake enter into an agreement with the Federation of Alberta Gas Co-op Ltd. – Zone 3 & 4 and the municipalities listed below, in regard to the Geographical Information System (GIS) that will facilitate mapping of gas lines in Zone 3 & 4, for a term of five (5) years and shall thereafter continue on a year to year basis unless terminated upon thirty (30) days' notice by any hereto, effective this 17th day of July, 2018.

- County of Two Hills #2
- County of Vermilion River
- Lac La Biche County
- Smoky Lake County
- Thorhild County
- Town of Redwater
- Town of Smoky Lake
- Village of Boyle
- Coronado Gas Co-op Ltd.
- Goodfish Lake Gas Utility
- Kehewin Cree Nation
- Lac La Biche District Natural Gas Co-op Ltd.
- Lamco Gas Co-op Ltd.
- Minco Gas Co-op Ltd.
- North East Gas Co-op Ltd.
- Onion Lake Gas Utility

CARRIED

8.3 Meeting with Nolan Crouse, MBA

MOTION: 3417/18

MOVED by Deputy Mayor Kotylak that the meeting invitation from Nolan Crouse to discuss Alta. Gas with Mayor Holowaychuk, be filed for information.

CARRIED

MOTION: 3418/18

MOVED by Mayor Holowaychuk that the Town of Smoky Lake and Smoky Lake County's Joint Council Meeting be held on Wednesday, July 18, 2018 at 1:00 p.m. in the Smoky Lake County Council Chambers in Smoky Lake, AB. to discuss the Draft Natural Gas Bulk Supply Agreement – Tap 5.

CARRIED

MOTION: 3419/18

MOVED by Councillor Whitelaw that the meeting with Lakeland MP, Shannon Stubbs with Town of Smoky Lake Council and CAO, Kozakiewicz held on Wednesday, July 18, 2018 at 3:00 p.m. in the County Council Chambers in Smoky Lake, AB. be a Council approved event.

CARRIED

9. ADMINISTRATION

9.1 Chief Administrative Officer's Report

- Spoke on Procedural Bylaw 008-17

MOTION: 3420/18

MOVED by Deputy Mayor Kotylak that the oral report presented by CAO, Kozakiewicz be accepted for information.

CARRIED

MOTION: 3421/18

MOVED by Councillor Whitelaw that Administration engage Muni-corr Ltd. and work towards finding a solution regarding property ownership of the road located at East Railway Drive to McDougall Drive, Plan 2562 BS, North East Muni-Corr Ltd. Property Tax Roll #2000001, in the Town of Smoky Lake.

CARRIED

9.2 Bylaw 003-18 Public Notification

MOTION: 3422/18

MOVED by Councillor Morton that Bylaw 003-18, being a Public Notification Bylaw, be given second reading.

CARRIED

MOTION: 3423/18

MOVED by Councillor Whitelaw that Bylaw 003-18, being a Public Notification Bylaw, be given third and final reading.

CARRIED

9.3 Bylaw 004-18 Code of Conduct for Members of Council

MOTION: 3424/18

MOVED by Councillor Morton that first reading of Bylaw 004-18, being a Code of Conduct for Members of Council, be amended as presented.

CARRIED

Mayor Initials

CAO Initials

MOTION: 3425/18

MOVED by Councillor Whitelaw that Bylaw 004-18, being a Code of Conduct for Members of Council Bylaw, be given second reading.

CARRIED

MOTION: 3426/18

MOVED by Mayor Holowaychuk that Bylaw 004-18, being a Code of Conduct for Members of Council Bylaw, be given third and final reading.

CARRIED

9.4 Policy A16 – Corporate Social Media Policy

MOTION: 3427/18

MOVED by Councillor Morton that Policy A16, being a Corporate Social Media Policy designed to provide all Town of Smoky Lake employees and members of Council with guidelines regarding the appropriate use of the company's social media accounts with Facebook, Twitter, LinkedIn, MySpace, the company's blog (this list is not exhaustive), be adopted as amended.

CARRIED

9.5 Policy A18 Public Participation

MOTION: 3428/18

MOVED by Councillor Morton that Policy A18, being a Public Participation Policy, be adopted as presented.

CARRIED

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

9.6 Bylaw 002-09 Regulating Untidy, Unsightly, and Dangerous Premises

MOTION: 3429/18

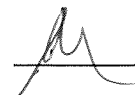
MOVED by Mayor Holowaychuk that Bylaw 002-09, being a regulating untidy, Unsightly, and Dangerous Premises be brought back to the Regular Council Meeting held on August 7, 2018 for review.

CARRIED

Mayor Initials



CAO Initials



9.7 2018 Alberta Urban Municipalities Association (AUMA) Convention & Alberta Municipal Services Corporation (AMSC) Trade Show

MOTION: 3430/18

MOVED by Mayor Holowaychuk that the 2018 Alberta Urban Municipalities Association (AUMA) Convention & Alberta Municipal Services Corporation (AMSC) Trade Show held on September 25 – 28, 2018 at the Westerner Park in Red Deer, AB. be a Council approved event; and notify Administration before the early bird deadline of August 17, 2018.

CARRIED

MOTION: 3431/18

MOVED by Mayor Holowaychuk that Town Council meet with the Minister of Municipal Affairs, Honourable Shaye Anderson at the 2018 Alberta Urban Municipalities Association (AUMA) Convention & Alberta Municipal Services Corporation (AMSC) Trade Show held on September 25 – 28, 2018; and Administration forward the topics of discussion requested by Council to include Town infrastructure, H.A Kostash School, Speed Limit Reduction on Highway 28, Municipal grants and the Smoky Lake Bar-V-Nook Lodge to Heather Goralski before Monday, July 30, 2018.

CARRIED

9.8 Joint Municipalities Meeting Recommended Motions for Approval

MOTION: 3432/18

MOVED by Mayor Holowaychuk that the Town of Smoky Lake approve to upgrade the Regional Emergency Services Radio Communication System from the current Very High Frequency (VHF) Analog System to the Alberta First Responders Radio Communication System (AFRRCS) with Motorola providing the communication equipment; and approving Smoky Lake County to be the AFRRCS administrator for the project.

CARRIED

MOTION: 3433/18

MOVED by Councillor Morton that the Town of Smoky Lake approve to support the Alberta First Responders Radio Communication System (AFRRCS) but will not contribute a monetary donation at this time to the Smoky Lake County; and notify Smoky Lake County in writing by July 25, 2018.

CARRIED

MOTION: 3434/18

MOVED by Councillor Morton that the Town of Smoky Lake request one (1) Alberta First Responders Radio Communication System (AFRRCS) standard handheld radio set to be ordered through the Smoky Lake County; and Administration notify Smoky Lake County in writing of the request; and be allocated from the Town reserve.

CARRIED

Mayor Holowaychuk called a recess at 8:25 p.m. and reconvened at 8:32 p.m.

MOTION: 3435/18

MOVED by Councillor Morton that the Town of Smoky Lake submit an Expression of Interest (EOI) by the deadline of August 1, 2018, to the Alberta Infrastructure: Investing in Canada Infrastructure Program (ICIP) for funding to support infrastructure projects that build prosperous communities and to transition to a clean economy.

CARRIED

9.9 Temporary Speed Limit Reduction on Highway 28 and 855

MOTION: 3436/18

MOVED by Mayor Holowaychuk that the approval letter dated July 5, 2018 from Alberta Transportation's Operations Engineer, Sib Phulpoto, file number 1565-1, regarding the temporary speed reduction on Highway 28 and 855 from 100km/hr. to 80km/hr. to include the entrances into the Town of Smoky Lake located at West Railway Drive, Highway 855 and 44th Avenue for the Smoky Lake Stampede on Friday, August 3, 2018 at 4:00 p.m. - Tuesday, August 7, 2018 at 8:30 a.m. and the Smoky Lake Pumpkin Fair and Weigh-off on Friday, October 5, 2018 at 4:00 p.m. - Tuesday, October 9, 2018 at 8:30 a.m., be accepted for information.

CARRIED

9.10 Smoky Lake Legion Garbage Charge Concern

MOTION: 3437/18

MOVED by Councillor Whitelaw that the Royal Canadian Legion Smoky Lake Br. No. 227 be given a credit of \$195.84 (for the past three months) to Utility Account #900235-000; and moving forward be charged \$10.20 per month, being a Religious or Community Association, rather than the Commercial charge of \$75.48 per month, as per Utility Bylaw 007-17, effective July 1, 2018.

CARRIED

Mayor Initials



CAO Initials



9.11 Smoky Lake Bar-V-Nook Lodge Assistance Request

MOTION: 3438/18

MOVED by Deputy Mayor Kotylak that the action taken by Town of Smoky Lake CAO, Kozakiewicz and two Public Works staff be approved for supporting the Smoky Lake Foundation with transitioning the residents of the Smoky Lake Bar-V-Nook Lodge into the new facility on Friday, July 13, 2018 from 9:00 a.m. - 11:00 a.m.

CARRIED

9.12 ATCO Electric 2019 Franchise Fee

MOTION: 3439/18

MOVED by Mayor Holowaychuk that the ATCO Electric 2019 Franchise Fee, be deferred to the Regular Council Meeting held on August 7, 2018.

CARRIED

9.13 Town of Smoky Lake's Utility Bylaw 007-17

MOTION: 3440/18

MOVED by Mayor Holowaychuk that the Town of Smoky Lake's Utility Bylaw 007-17, be deferred to the Regular Council Meeting held on August 7, 2018.

CARRIED

10. HEALTH AND PROTECTIVE SERVICES

10.1 June 26, 2018 Doctor Retention and Recruitment Meeting
Recommended Motions for Approval

MOTION: 3441/18

MOVED by Deputy Mayor Kotylak that the Doctor Retention and Recruitment Committee recommend to each respective municipality to approve the new Doctor Retention and Recruitment Budget Funding Formula (due to the membership withdrawal of the County of Thorhild dated May 9, 2018 – Motion 221-18 – from the Doctor Retention and Recruitment Committee – Smoky Lake Region); and be based on the following cost-sharing percentage:

<u>Municipality</u>	<u>Percentage</u>	<u>Total Amount</u>
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
Total	100%	\$24,000.00

Mayor Initials

CAO Initials

	Amount Received		Municipality	Percentage	
Income for 2017	24,000.00	12,480.00	Smoky Lake County	52%	
Expenses	17,418.12	5,280.00	Town of Smoky Lake	22%	
Reserve	6,581.88	1,440.00	Village of Vilna	6%	
		1,200.00	Village of Waskatesau	5%	
		3,600.00	Thorhild County	15%	
		<u>24,000.00</u>		<u>100%</u>	
New Formula	New Formula	Additional	New Formula	New Formula	Percentage
52	61.2%	2,160.00	\$ 14,640.00	Smoky Lake County	61%
22	25.9%	960.00	\$ 6,240.00	Town of Smoky Lake	26%
6	7.1%	240.00	\$ 1,680.00	Village of Vilna	7%
5	5.9%	240.00	\$ 1,440.00	Village of Waskatesau	6%
85	100.0%	3,600.00	\$ 24,000.00		100%

CARRIED

MOTION: 3442/18

MOVED by Deputy Mayor Kotylak that the Doctor Retention and Recruitment Committee recommend to each respective municipality to support the concept to proceed in recruiting an additional (4th) Family Medical Physician/General Practitioner for the urban and rural communities of Smoky Lake, Vilna, Waskatenau, Buffalo Lake, Good Fish Lake, Whitefish Lake, Radway and Andrew in respect to the advice received from Dr. Anton Raubenheimer and Dr. Fatokun; and moving forward assist the local physician(s) to initiate the recruitment when requested.

CARRIED

10.2 Smoky Lake County Rural Crime Watch Association Request

MOTION: 3443/18

MOVED by Councillor Morton that the Town of Smoky Lake Public Works staff provide in-kind assistance to the Smoky Lake County Rural Crime Watch Association's Fundraiser held on Friday, August 3, 2018 to close the street on White Earth Street from the Town Office North of the back alley from 10:00 a.m. – 2:00 p.m.; and provide garbage cans, picnic tables and barricades during the fundraiser.

CARRIED

10.3 Town of Smoky Lake Fire Hydrant Policy

MOTION: 3444/18

MOVED by Deputy Mayor Kotylak that the proposed Fire Hydrant policy, be deferred to the Regular Council Meeting held on August 7, 2018.

CARRIED

Mayor Initials



CAO Initials



10.4 Redwater – Smoky Lake Victim Services Unit Donation Request

MOTION: 3445/18

MOVED by Deputy Mayor Kotylak that the Town of Smoky Lake support the Redwater – Smoky Lake Victim Services Unit’s Annual Charity Golf Tournament and sponsor a hole for \$185.00; and be allocated from the 2018 Operating Budget entitled “Grants to Individuals and Organizations”.

CARRIED

10.5 Smoky Lake Fire Departments Canada Day Pancake Breakfast

MOTION: 3446/18

MOVED by Deputy Mayor Kotylak that the Town of Smoky Lake support the Town Fire Department’s Canada Day Pancake Breakfast Fundraiser held on July 1, 2018 and reimburse the Smoky Lake Association of Volunteer Firefighters Invoice #2018-05 in the amount of \$820.83 received on July 10, 2018; and be allocated from the 2018 Operating Budget entitled “Grants to Individuals and Organizations”.

CARRIED

11. RECREATION AND CULTURE

No items were discussed at the meeting.

12. ECONOMIC DEVELOPMENT

12.1 Alberta HUB Northeast Alberta Information

MOTION: 3447/18

MOVED by Councillor Whitelaw that the Alberta HUB Northeast Alberta Annual General Meeting Minutes of June 20, 2018, be filed for information.

CARRIED

13. LANDS, PLANNING AND DEVELOPMENT

13.1 Land Use Bylaw Meeting Dates

MOTION: 3448/18

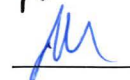
MOVED by Councillor Morton that the Town of Smoky Lake’s Public Open House regarding the Land Use Bylaw review be held on Tuesday, July 31, 2018 at 6:30 p.m., at the Smoky Lake Curling Rink in Smoky Lake, AB.

CARRIED

Mayor Initials



CAO Initials



MOTION: 3449/18

MOVED by Mayor Holowaychuk that the Town of Smoky Lake's Public Hearing regarding the Land Use Bylaw be held on September 4, 2018 at 4:00 p.m. at the Town Council Chambers in Smoky Lake, AB.

CARRIED

13.2 Amendment to Land Use Bylaw 006-11

MOTION: 3450/18

MOVED by Mayor Holowaychuk that Bylaw 005-18, being an amendment to Land Use Bylaw 006-11, be given first reading; and a public hearing be held on August 7, 2018 at 4:00 p.m. at the Town Council Chambers in Smoky Lake, AB.

CARRIED

14. CORRESPONDENCE

14.1 Alberta Culture and Tourism

MOTION: 3451/18

MOVED by Councillor Morton that the letter dated June 28, 2018 from the Minister of Municipal Affairs, Honourable Shaye Anderson regarding the Stars of Alberta Volunteer Awards, be filed for information.

CARRIED

14.2 TransCanada Proposed Project

MOTION: 3452/18

MOVED by Councillor Whitelaw that the letter dated May 11, 2018 from TransCanada Senior Land Representative, Adam Sheldon regarding the proposal to permanently cease operations at 18 laterals and associated facilities as these facilities are no longer required to service customers, be filed for information.

CARRIED

14.3 2018 InnoTech Alberta Vegreville Field Day

MOTION: 3453/18

MOVED by Mayor Holowachuk that the 2018 InnoTech Alberta Vegreville Field Day held on Thursday, July 26, 2018 at 9:00 a.m. – 3:30 p.m. at the InnoTech Alberta Vegreville facility in Vegreville, AB., be filed for information.

CARRIED

14.4 National Drowning Prevention Week Proclamation

MOTION: 3454/18

MOVED by Deputy Mayor Kotylak that Mayor Holowaychuk proclaims July 15 – 21, 2018 National Drowning Prevention Week in the Town of Smoky Lake and commends its thoughtful recognition to all citizens of the Town of Smoky Lake.

CARRIED

14.5 Alberta Municipal Affairs Minister's Awards

MOTION: 3455/18

MOVED by Deputy Mayor Kotylak that the letter dated June 25, 2018 from the Minister of Municipal Affairs, Honourable Shaye Anderson regarding the unsuccessful submission of the Intermunicipal Collaboration Framework to the Partnership category for the 2018 Minister's Awards for Municipal Excellence, be filed for information.

CARRIED

MOTION: 3456/18

MOVED by Deputy Mayor Kotylak that the letter dated June 25, 2018 from the Minister of Municipal Affairs, Shaye Anderson regarding the successful submission of Smoky Lake Grows Entrepreneurs – "Leveraging What We Have to Get What We Want to the Smaller Municipalities" category for the 2018 Minister's Awards for Municipal Excellence, be filed for information.

CARRIED

14.6 Premier of Alberta Re: Trans Mountain Pipeline Expansion Project

MOTION: 3457/18

MOVED by Councillor Whitelaw that the letter dated June 25, 2018 from the Premier of Alberta, Honourable Rachel Notley acknowledging the Town of Smoky Lake's letter sent to the Premier in support of the Trans Mountain Pipeline, be filed for information.

CARRIED

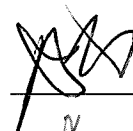
14.7 Victoria Trail Agricultural Society Parade

MOTION: 3458/18

MOVED by Deputy Mayor Kotylak that the letter dated July 12, 2018 from Sharon Phillips regarding the Victoria Trail Agricultural Society's parade held on Sunday, August 12, 2018 in Waskatenau, AB, be filed for information.

CARRIED

Mayor Initials



CAO Initials



14.8 North East Muni-Corr Ltd. Events

MOTION: 3459/18

MOVED by Deputy Mayor Kotylak that the correspondence from North East Muni-Corr Ltd. events regarding the July 29, 2018 Family ATV Ride, August 13, 2018 Golf Tournament, August 26, 2018 Husky Trail Ride and September 9, 2018 Trail Ride, be filed for information.

CARRIED

15. EXECUTIVE SESSION (In-Camera)

MOTION: 3460/18

MOVED by Deputy Mayor Kotylak to go in-camera to discuss the following issues at 8:44 p.m.:

- Personnel issue – Draft Letter to Town Fire Chief (FOIP s.17)
- Legal issue – Draft Natural Gas Bulk Supply Agreement (FOIP s. 27)

CARRIED

MOTION: 3461/18

MOVED by Deputy Mayor Kotylak to come out of camera at 9:00 p.m.

CARRIED

16. BUSINESS FROM EXECUTIVE SESSION (Out of Camera)

MOTION: 3462/18

MOVED by Councillor Morton that Administration be approved to send the letter presented in-camera regarding the Town Fire Chief.


CARRIED

17. ADJOURNMENT

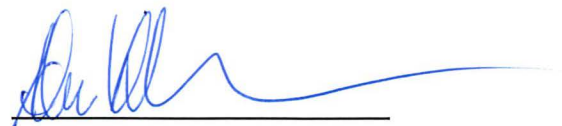
MOTION: 3463/18

MOVED by Deputy Mayor Kotylak to adjourn the meeting at 9:06 p.m.

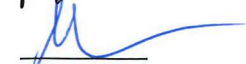
CARRIED



Hank Holowaychuk
Mayor



Adam Kozakiewicz
Chief Administrative Officer





Policy A16 - Corporate Social Media Policy (Blogs, Facebook, etc.)

Intent

This document is designed to provide all Town of Smoky Lake employees and members of Council with guidelines regarding the appropriate use of the municipalities social media accounts with Facebook, Twitter, LinkedIn, MySpace, the company's blog (this list is not exhaustive).

Guidelines

- Employees / Council may not disclose confidential or proprietary information on any of Town of Smoky Lake's social media pages. The disclosure of confidential or proprietary information without prior authorization may result in immediate termination.
- Town of Smoky Lake employees / Council will be held responsible for what they write or post on any of Town of Smoky Lake's social media pages. Inflammatory comments, disparaging remarks, or negative / inappropriate language or posts are not permitted.
- Town of Smoky Lake employees / Council are directed not to engage in discussions regarding competitors' products, legal issues in which the company is involved, or government issues related to the company and our industry without prior approval from management.
- Employees/ Council are required to respect copyrights and never post text, images or video created by someone else without proper attribution and/or authorization. If employees have questions about copyright law and/or the usage of certain media, they may contact management.
- Social media is not a substitute for inter-company communications. Important information should be transmitted within normal company communication channels (i.e. the company's email platform), and not through social media outlets.
- Social media is not a substitute for customer service. Employees are required to refer customers to the Town Office instead of handling inquiries entirely through social media.
- In the event that a Town of Smoky Lake staff member discovers any group(s) that users have formed to discuss the company, its products, or services, employees are requested to bring them to the attention of management.
- Employees are required to relay important issues to management as soon as possible.
- Employees should always carefully consider what to post in response to an argumentative or accusatory post. If employees or Council have any questions regarding how to respond to a particular post, employees / Council should discuss the issue with management prior to posting.
- Always adopt a positive attitude when responding to comments on the company's pages or applications, or comments about the company in general.

A handwritten signature in blue ink, appearing to be "A. B.", is located at the bottom right of the page.



Acknowledgement and Agreement

I, _____, acknowledge that I have read and understand the Corporate Social Media Policy A16 of Town of Smoky Lake. Further, I agree to adhere to this policy and will ensure that employees working under my direction adhere to this policy. I understand that if I violate the rules/procedures outlined in this policy, I may face disciplinary action, up to and including termination of employment.

Name: _____

Signature: _____

Date: _____

Witness: _____

A handwritten signature in blue ink, appearing to be "M. A. S.", is written over the bottom right portion of the page.



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