

**TOWN OF SMOKY LAKE
REGULAR COUNCIL MEETING
TOWN COUNCIL CHAMBERS
March 6, 2018 5:00 p.m.**

PRESENT:	Hank Holowaychuk	Mayor
	Daniel Kotylak	Deputy Mayor
	Terry Makowichuk	Councillor (arrived at 5:17 p.m.)
	Melody Morton	Councillor
	Ross Whitelaw	Councillor

STAFF IN ATTENDANCE:	Adam Kozakiewicz	Chief Administrative Officer
	Crystal Letwin	Finance Assistant
	Billy McMullen	Public Works Foreman
	Marianne Procki-Zarusky	FCSS Coordinator

1. CALL TO ORDER

Mayor Holowaychuk called the March 6, 2018 Regular Town Council Meeting to order at 5:08 p.m.

2. APPROVAL OF THE AGENDA

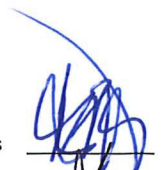
MOTION: 3034/18

MOVED by Councillor Morton to approve the March 6, 2018 Agenda with the following additions:

- 9.13 2018 Minister's Awards for Municipal Excellence
- 9.14 Smoky Lake Senior Citizens Club Repair Quote
- 9.15 Action List of Council Motions as of February 20, 2018
- 9.16 Evergreen Regional Waste Management Report
- 10.5 Lakeland Communities Health Advisory Council
- 11.2 Smoky Lake Agricultural Society's 2017 Financial Statement
- 14.5 Alberta Health Services
- 15.1 Personnel Issue (FOIP s.17 4(d))

CARRIED

Mayor Initials



CAO Initials



3. ADOPTION OF PREVIOUS MINUTES

3.1 February 28, 2018 Regular Council Meeting

MOTION: 3035/18

MOVED by Deputy Mayor Kotylak to adopt the minutes of the February 28, 2018 Regular Council meeting as amended as follows:

Motion #3008/18 - Further to that, project 1 - 46 Street re-construct (McDougall Ave. to 53 Ave) stated in the 2018 Ten-Year Capital Projection Table 10.1 be approved and funded by the Municipal Sustainability Initiative (MSI) Grant, included in the 2018 Town of Smoky Lake's Capital Budget.

CARRIED

Deputy Mayor Kotylak left the Council Chambers at 5:47 p.m. and returned at 5:48 p.m.

4. DELEGATIONS

4.1 Shelley Marsh – MuniWare Software

MOTION: 3036/18

MOVED by Councillor Morton that the presentation (via telephone) given by Shelley Marsh of MuniWare Software regarding marketing of a Local Government Financial Software for the Town of Smoky Lake, be accepted for information.

CARRIED

MOTION: 3037/18

MOVED by Mayor Holowaychuk that the Town of Smoky Lake purchase the MuniWare Financial Software in the amount of \$89,750.00 and be funded through the Municipal Sustainability Initiative (MSI) grant and/or Municipal Reserves. Further to that, the discussion regarding the E-Gov module be forwarded to the 2019 Capital budget for review.

CARRIED

4.2 Nick Nikiforuk – Capital Budget Projects

Nick Nikiforuk did not attend the meeting.

Mayor Initials



CAO Initials



4.3 Terry Prockiw – Royal LePage Homewise Realty

MOTION: 3038/18

MOVED by Councillor Morton that the oral report given by Terry Prockiw from Royal LePage Homewise regarding Town owned properties for sale, be accepted for information.

CARRIED

5. QUESTION PERIOD

No motions resulted from question period.

6. FCSS

6.1 FCSS Coordinator's Report

MOTION: 3039/18

MOVED by Councillor Makowichuk that the presentation given by FCSS Coordinator, Marianne Prockiw-Zarusky regarding the Family Day Talent Show Event, be accepted for information.

CARRIED

Mayor Holowaychuk called a recess at 6:02 p.m. and reconvened at 6:12 p.m.

7. PUBLIC WORKS

7.1 Public Works Foreman's Report

- Working on locating and cleaning catch basins
- Backhoe cylinder was repaired – Unit 55
- Sanding and salting sidewalks
- Cleaned snow from curbs in the downtown area
- Removed snow from street edges onto the boulevards
- Lights and solar panel installed on Entrance Sign located at the corner of Highway 855 and 28
- Small hydraulic pump fixed - Unit 22
- Attended a service call on March 5, 2018 at 2:55 a.m.
- Snow removal resulting from snow storm on March 3, 2018
- Reported that the heavy snowfall in February 2018 cost the Town \$3,600 in contractor wages

MOTION: 3040/18

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

CARRIED



7.2 Federation of Alberta Gas Co-ops Ltd. Occupational Health and Safety Act, Regulation, and Code Overview

MOTION: 3041/18

MOVED by Deputy Mayor Kotylak that correspondence dated March 2, 2018 from the Federation of Alberta Gas Co-ops Ltd. regarding the Occupational Health and Safety Act, Regulation, and Code Overview's new Act to be effective on June 1, 2018, be filed for information.

CARRIED

MOTION: 3042/18

MOVED by Councillor Makowichuk that the Town of Smoky Lake's Public Works Employees attend the Occupational Health and Safety Act, Regulation, and Code Webinar held on May 1, 2018 from 8:30 a.m. – 4:00 p.m. in the Town Council Chambers.

CARRIED

8. NATURAL GAS

8.1 Directive 067 License Eligibility Application

MOTION: 3043/18

MOVED by Councillor Morton that the Alberta Energy Regulator Directive 067 – Schedule 1 Licence Eligibility (Well, Facility, Pipeline) application form completed by the Town of Smoky Lake, be accepted for information.

CARRIED

9. ADMINISTRATION

9.1 Chief Administrative Officer's Report

- Spoke on attending the Alberta Counsel's Municipal Strategic Plan Workshop on April 4, 2018 in Red Deer, AB.
- Spoke on attending the LGAA Conference on April 5 – 6, 2018 in Red Deer, AB.
- Discussed upcoming Municipal Conventions and Conferences for Council

MOTION: 3044/18

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

CARRIED

Mayor Initials



CAO Initials



MOTION: 3045/18

MOVED by Deputy Mayor Kotylak that the 2018 Summer Municipal Leaders' Caucus held on June 12 – 14, 2018 in Camrose, AB and the 2018 Alberta Urban Municipalities Association (AUMA) Convention and Trade Show held on September 26 – 28, 2018 at Westerner Park in Red Deer, AB be a Council approved event.

CARRIED

Mayor Holowaychuk called a recess at 7:06 p.m. and reconvened at 7:17 p.m.

9.2 Councillor Codes of Conduct Guide

MOTION: 3046/18

MOVED by Deputy Mayor Kotylak that the Councillor Codes of Conduct Guide for Municipalities prepared by the Alberta Association of Municipal Districts and Counties (AAMDC), and the Alberta Urban Municipalities Association (AUMA) in partnership with Brownlee LLP, be accepted for information. Further to that, Administration work with other municipalities to establish a Councillor Code of Conduct for the Town of Smoky Lake before the July 23, 2018 deadline.

CARRIED

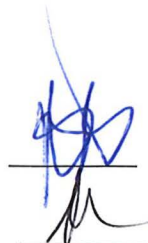
9.3 Public Participation Policies and Public Notification Guide

MOTION: 3047/18

MOVED by Councillor Makowichuk that the Public Participation Policies and Public Notification Guide for Municipalities prepared by the Alberta Association of Municipal Districts and Counties (AAMDC), and the Alberta Urban Municipalities Association (AUMA) in partnership with Brownlee LLP, be accepted for information. Further to that, Administration work with other municipalities to establish a Public Participation Policy and Public Notification Bylaw for the Town of Smoky Lake before the July 23, 2018 deadline.

CARRIED

Mayor Initials



CAO Initials

9.4 Smoky Lake Curling Club Correspondence

MOTION: 3048/18

MOVED by Mayor Holowaychuk that the oral report from Lorrie Verspeelt along with the letter dated February 20, 2018 from the Smoky Lake Curling Club regarding a question on the Smoky Lake Senior Citizens Club's building insurance, be accepted for information. Further to that, Administration contact each Club in Smoky Lake currently leasing town owned buildings and request proof of insurance for the building; and be brought back to a future meeting of Council.

CARRIED

9.5 Highway 28/63 Regional Water Services Commission Remuneration

MOTION: 3049/18

MOVED by Councillor Morton that Motion #083/12 from the February 15, 2012 Regular Council meeting be rescinded. Further to that, Administration send a letter to the Highway 28/63 Regional Water Commission asking that remuneration from Town Council be billed directly to the Commission effective January 1, 2018.

CARRIED

Mayor Holowaychuk called a recess at 8:07 p.m. and reconvened at 8:16 p.m.

9.6 Regional Partnership and Collaboration Course

MOTION: 3050/18

MOVED by Deputy Mayor Kotylak that the Regional Partnerships and Collaboration course being offered during the Alberta Association of Municipal Districts and Counties (AAMDC) Convention held on Monday, March 19, 2018 from 8:30 a.m. – 4:30 p.m. at the Shaw Conference Centre in Edmonton, AB, be filed for information.

CARRIED

9.7 Regional Municipality of Wood Buffalo Commemorative Plaque

MOTION: 3051/18

MOVED by Mayor Holowaychuk that the Commemorative Plaque provided by the Municipality of Wood Buffalo to the Town of Smoky Lake for hosting a Reception Centre during the 2016 wildfires be honored and displayed in the Smoky Lake Ag Complex located at 4612 - 54 Avenue provided that the Smoky Lake Agricultural Society Board approves.

CARRIED

Mayor Initials

CAO Initials



9.8 Type II EV Charging Stations

MOTION: 3052/18

MOVED by Deputy Mayor Kotylak that the information dated February 27, 2018 provided by Geographic Information System (GIS) / Communications Director, Paul Miranda of the Smoky Lake County regarding the proposed install locations in the Town of Smoky Lake for two (2) - Type II & III EV Charging Stations, be accepted for information.

CARRIED

9.9 Alberta Counsel Municipal Communications Workshop

MOTION: 3053/18

MOVED by Councillor Morton the Municipal Communications Workshop presented by Alberta Counsel held on March 21, 2018 from 1:00 p.m. – 4:00 p.m. at 800 - 9707 – 110 Street NW in Edmonton, AB, be a Council approved event; and Mayor Holowaychuk, Councillor Makowichuk and Councillor Whitelaw will attend.

CARRIED

9.10 TELUS Contract Proposal for the Town of Smoky Lake

MOTION: 3054/18

MOVED by Councillor Whitelaw that the TELUS Telephone Contract ID# ECB 280382 Customer Agreement – Tariffed & Forborne Services, be filed for information.

CARRIED

9.11 Town of Smoky Lake's 2016 and 2017 Property Assessments

MOTION: 3055/18

MOVED by Councillor Whitelaw that the 2016 and 2017 Town of Smoky Lake's Property Assessment Summaries provided by Mike Krim of Tanmar Consulting Inc., be accepted for information.

CARRIED

9.12 Executive Summary Report from VM Systems

MOTION: 3056/18

MOVED by Mayor Holowaychuk that the February 2018 Executive Summary Report provided by VM Systems regarding the Town of Smoky Lake's Desktop Computer Performance and Warranties, be accepted for information.

CARRIED

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9.13 2018 Minister's Awards for Municipal Excellence

MOTION: 3057/18

MOVED by Deputy Mayor Kotylak that the 2018 Minister's Awards for Municipal Excellence submission form completed by CAO Kozakiewicz and Administration from MPE Engineering Ltd. nominating the Town of Smoky Lake, be accepted for information.

CARRIED

9.14 Smoky Lake Senior Citizens Club Repair Quote

MOTION: 3058/18

MOVED by Deputy Mayor Kotylak that the Town of Smoky provide \$3,500.00 towards matching dollars of the Smoky Lake Senior Citizens Club budget; and assist the Senior Citizens Club with the application for the Community Facility Enhancement Grant Program (CFEP) for the upgrades specified in the quote dated February 23, 2018 from H. Thiessen Construction and Par-Alta Services.

CARRIED

9.15 Action List of Council Motions as of February 20, 2018

MOTION: 3059/18

MOVED by Councillor Morton that the Town of Smoky Lake's Action List of Council Motions as of February 20, 2018 provided by Administration, be accepted for information.

CARRIED

9.16 Evergreen Regional Waste Management Report

MOTION: 3060/18

MOVED by Councillor Morton that the oral report given by Deputy Mayor Kotylak regarding the Evergreen Regional Waste Management's estimated 2018 shortfall of \$10,500.00, be accepted for information.

CARRIED

MOTION: 3061/18

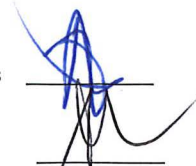
Deputy Mayor Kotylak extended the Regular Council meeting at 8:57 p.m.

CARRIED

CAO Kozakiewicz left the Council Chambers at 8:59 p.m. and returned at 9:15 p.m.

Mayor Initials

CAO Initials



10. HEALTH AND PROTECTIVE SERVICES

10.1 Incident Command System Jubilee Insurance Bulletin

MOTION: 3062/18

MOVED by Deputy Mayor Kotylak that the correspondence dated February 22, 2018 from Jubilee Insurance Bulletin regarding “The Incident Command System”, be accepted for information. Further to that, the Incident Command System (ICS) be adopted in the Town of Smoky Lake.

CARRIED

10.2 Regional Municipal Leaders Forum

MOTION: 3063/18

MOVED by Councillor Morton that the Regional Municipal Leaders Forum hosted by the Lakeland Communities Health Advisory Committee held on Monday, April 16, 2018 at the Ukrainian National Hall from 7:00 p.m. – 8:30 p.m., be a Council approved event.

CARRIED

10.3 Lakeland Primary Care Network (PCN) Building

MOTION: 3064/18

MOVED by Deputy Mayor Kotylak that the Town of Smoky Lake entertain the Ukrainian National Hall located at 107 Willow Creek Street in Smoky Lake, AB. as the primary option for the Lakeland Primary Care Network’s Satellite Office location in Smoky Lake, AB.

CARRIED

Councillor Makowichuk left the Council Chambers at 9:29 p.m. and returned at 9:31 p.m.

10.4 Rural Health Professions Action Plan (RhPAP) Review

MOTION: 3065/18


MOVED by Mayor Holowaychuk that the February 2018 Rural Health Professions Action Plan (RhPAP) Review regarding the transition from Rural Physician Action Plan (RPAP) to the Rural Health Professions Action Plan (RhPAP), be filed for information.

CARRIED

Mayor Initials



CAO Initials



10.5 Lakeland Communities Health Advisory Council

MOTION: 3066/18

MOVED by Councillor Morton that the Lakeland Communities Health Advisory Council meeting held on Thursday, March 15, 2018 from 5:00 p.m. – 8:00 p.m. at the Metis Settlement Office in Buffalo Lake, AB., be a Council approved event.

CARRIED

11. RECREATION AND CULTURE

11.1 2017 Smoky Lake Riding Club's Statement of Revenue and Expenditures

MOTION: 3067/18

MOVED by Councillor Makowichuk that the 2017 Smoky Lake Riding Club's Statement of Revenue and Expenditures, be accepted for information.

CARRIED

11.2 Smoky Lake Agricultural Society's 2017 Financial Statement

MOTION: 3068/18

MOVED by Deputy Mayor Kotylak that the Smoky Lake Agricultural Society's 2017 Financial Statement be brought to the next Regular Council meeting for review.

CARRIED

12. ECONOMIC DEVELOPMENT

No items were discussed at the meeting.

13. LANDS, PLANNING AND DEVELOPMENT

No items were discussed at the meeting.

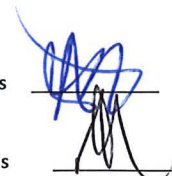
14. CORRESPONDENCE

14.1 New Horizons Grant for Seniors Program

MOTION: 3069/18

MOVED by Councillor Makowichuk that Administration, on behalf of the Town, apply for the New Horizons Grant for Seniors Programs funded by the Federal Government of Canada for the Town of Smoky Lake.

CARRIED

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14.2 Cannabis Update Correspondence

MOTION: 3070/18

MOVED by Councillor Whitelaw that the correspondence from the February 2018 Action on Smoking & Health (ASH) Municipal Update regarding the Legalization and Legislation on Cannabis, be filed for information.

CARRIED

14.3 2018 – 19 Municipal Electronics and Paint Roundup Grant Program

MOTION: 3071/18

MOVED by Deputy Mayor Kotylak that Administration apply for the 2018 – 19 Municipal Electronics and Paint Roundup Grant Program from Alberta Recycling Management Authority.

CARRIED

14.4 2018 Federation of Canadian Municipalities Budget Highlights

MOTION: 3072/18

MOVED by Mayor Holowaychuk that the 2018 Federal Budget highlights correspondence regarding Housing, Cannabis, Opioids, Investing in Canada Infrastructure Plan, Rural Northern and Remote Priorities, Poverty Reduction, National Pharmacare, Reconciliation and Public Safety, be filed for information.

CARRIED

14.5 Alberta Health Services

MOTION: 3073/18

MOVED by Deputy Mayor Kotylak that the correspondence dated February 5, 2018 Diane Verville, Area Manager of Alberta Health Services regarding the opening of the Bar-V-Nook Supportive Living Facility in Smoky Lake, AB., be accepted for information.

CARRIED

15. COUNCIL COMMITTEE REPORTS

15.1 Mayor Holowaychuk

Deferred to the next Regular Council meeting.

15.2 Deputy Mayor Kotylak:

Deferred to the next Regular Council meeting.



15.3 Councillor Makowichuk:

Deferred to the next Regular Council meeting.

15.4 Councillor Morton:

Deferred to the next Regular Council meeting.

15.5 Councillor Whitelaw:

Deferred to the next Regular Council meeting.

16. EXECUTIVE SESSION (In-Camera)

MOTION: 3074/18

MOVED by Deputy Mayor Kotylak to go in-camera to discuss the following issue at 9:43 p.m.:

- Personnel Issue (FOIP s.17 4(d))

CARRIED

MOTION: 3075/18

MOVED by Deputy Mayor Kotylak to come out of camera at 9:45 p.m.

CARRIED

17. BUSINESS FROM EXECUTIVE SESSION (Out of Camera)

No motions resulted from the in-camera session.

18. ADJOURNMENT

MOTION: 3076/18

MOVED by Mayor Holowaychuk to adjourn the meeting at 9:49 p.m.


CARRIED



Hank Holowaychuk
 Mayor



Adam Kozakiewicz
 Chief Administrative Officer

Mayor Initials 

 CAO Initials 