

**TOWN OF SMOKY LAKE
REGULAR COUNCIL MEETING
TOWN COUNCIL CHAMBERS
October 16, 2018 5:00 p.m.**

PRESENT:	Hank Holowaychuk Daniel Kotylak Melody Morton Ross Whitelaw	Mayor Deputy Mayor (arrived at 5:09 p.m.) Councillor Councillor
STAFF IN ATTENDANCE:	Adam Kozakiewicz Crystal Letwin Billy McMullen Marianne Prockiw-Zarusky	Chief Administrative Officer Finance Assistant / Legislative Services Public Works Foreman FCSS Coordinator
REGRETS:	Terry Makowichuk	Councillor

1. CALL TO ORDER

Mayor Holowaychuk called the October 16, 2018 Regular Town Council Meeting to order at 5:00 p.m.

2. APPROVAL OF THE AGENDA

MOTION: 3665/18 **MOVED** by Councillor Whitelaw to approve the October 16, 2018 Regular Town Council Meeting Agenda with the following addition:

- 9.8 Grand Opening of New Business in Town

CARRIED

3. ADOPTION OF PREVIOUS MINUTES

3.1 October 2, 2018 Regular Council Meeting

MOTION: 3666/18 **MOVED** by Councillor Morton to adopt the Minutes of the October 2, 2018 Regular Council Meeting as presented.

CARRIED

3.2 October 11, 2018 Regular Council Meeting

MOTION: 3667/18 **MOVED** by Councillor Morton to adopt the Minutes of the October 11, 2018 Regular Council Meeting as presented.

CARRIED

Mayor Initials



CAO Initials



4. DELEGATIONS

No delegations attended the meeting.

5. QUESTION PERIOD

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

6. FCSS

6.1 FCSS Coordinator's Report

MOTION: 3668/18

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

CARRIED

MOTION: 3669/18

MOVED by Councillor Morton that Administration execute the Family and Community Support Services (FCSS) Agreement with Her Majesty the Queen in Right of Alberta on an annual basis; and include in the Town of Smoky Lake's Operating Budget.

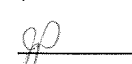
CARRIED

6.2 Family and Community Support Services (FCSS) Funding Agreement

MOTION: 3670/18

MOVED by Mayor Holowaychuk that the Town of Smoky Lake enter into a Family and Community Support Services (FCSS) Agreement with Her Majesty the Queen in Right of Alberta in the total amount of \$42,808.00 effective January 1, 2019 – December 31, 2019; and allocate \$8,562.00 into the Town of Smoky Lake's 2019 Operating Budget.

CARRIED



7. PUBLIC WORKS

7.1 Public Works Foreman's Report

Public Works Report

October 3 – October 16, 2018

- Trimmed grass around Town
- Flushed sewers located at the Kinsmen Gazebo, Behind Complex and Shell Gas Stations
- Set up and dismantled the 30th Annual Smoky Lake Pumpkin Weigh-off and Fair Event such as signage, curtain in Complex, barricades, changed flags, posts and rope in Complex parking lot, set out additional garbage and recycling containers, set up inflatable pumpkin at the Skatepark and the Petting Zoo tent
- Fixed culvert by Ferry due to minor wash out
- Winterized Kinsmen Gazebo, CN Station and the RV Park
- Turned off the Sani-dump stations
- Grasshopper mowers have been stored at the South Shop the Winter season
- Checked water meter and detected leaky toilets
- Delivered Pumpkin Souvenirs from the Public Library to the Town Office
- Brought snow blower and snow bucket to main Shop
- Next Public Works Safety Meeting will be held on Wednesday, October 24, 2018 at 10:30 a.m. at the Town Council Chambers

MOTION: 3671/18

MOVED by Deputy Mayor Kotylak that the oral report presented by Public Works Foreman, McMullen be accepted for information.

CARRIED

MOTION: 3672/18

MOVED by Councillor Morton that Administration and Public Works provide a list of Capital Purchases required for the 2019 Capital Budget for Council's review; and bring back to the Capital Budget meeting held on December 3, 2018 at 6:00 p.m.

CARRIED

7.2 Alberta Municipal Health and Safety Association (AMHSA) Conference & Trade Show

MOTION: 3673/18

MOVED by Deputy Mayor Kotylak that the Alberta Municipal Health and Safety Association (AMHSA) Conference & Trade Show held on December 3 – 6, 2018 in Red Deer, AB. be attended by Public Works Foreman, McMullen. Further to that, the Town of Smoky Lake become members of the Rural Utilities Safety Association (RUSA).

CARRIED



7.3 Town Signage Issue

MOTION: 3674/18

MOVED by Councillor Morton that Administration direct Public Works to install a stop sign located on the corner of 45 Street and 52 Avenue in front of the Bar-V-Nook Lodge in Smoky Lake, AB.

CARRIED

7.4 Town Public Works Surplus Listing

MOTION: 3675/18

MOVED by Mayor Holowaychuk that the Town's Public Works surplus equipment listed below be advertised in the Smoky Lake Signal, Town Facebook and Website page for public tender with sealed bids on an as is, where is basis; and bring to a future meeting of Council.

1. Unit #11 – 1991 GMC Sierra, 1500 2wd, 167,185 Km
2. Unit #12 – 1995 GMC Sierra, 1500 2wd, 209,424 Km
3. Unit #45 – 2003 GMC Sierra, extended cab, long box, 294,679 km
4. Unit #56 – 2001 GMC Sierra, 2wd extended cab, short box, 207,696 Km
5. Unit #52 – GMC Sierra, 1500 2wd, 249,706 Km
6. 2000, 7x18 ft Car Hauler
7. 55 joints of production tubing (reserve bid of \$30.00 per joint)

CARRIED

8. NATURAL GAS

8.1 Town / County Natural Gas Bulk Supply Contract

MOTION: 3676/18

MOVED by Councillor Morton that the Surface Rights Act Agreement dated May 18, 2000 with the Town of Smoky Lake and Her Majesty the Queen in Right of Alberta as regarding Well Site and Roadway SE ¼-26-60-16-W4M (L.S. 8) represented by the Minister of Environmental Protection – Order No. 1357/2000, be accepted for information.

CARRIED

Mayor Holowaychuk called a recess at 6:08 p.m. and reconvened at 6:26 p.m.

Mayor Holowaychuk declared the Public Auction Tax Sale open at 6:09 p.m.



CAO, Kozakiewicz read: Notice is hereby given that, under the provisions of the Municipal Government Act, the Town of Smoky Lake will offer for sale, by public auction, at the Smoky Lake Town Council Chambers in Smoky Lake, Alberta, located at 56 Wheatland Avenue, on Tuesday, October 16, 2018 at 6:00 p.m., the following land:

Lot 9
Block 1
Plan 1885CL
C. of T. - 022 404 964

The parcel will be offered for sale, subject to a reserve bid of \$16,900.00 and to the reservations and conditions contained in the existing certificate of title.

The land is being offered for sale on an "as is, where is" basis, and the Town of Smoky Lake makes no representation and gives no warranty whatsoever as to the adequacy of services, soil conditions, land use districting, building and development conditions, absence or presence of environmental contamination, or the developability of the subject land for any intended use by the Purchaser.

No bid will be accepted where the bidder attempts to attach conditions precedent to the sale of any parcel. No terms and conditions of sale will be considered other than those specified by the Town of Smoky Lake. No further information is available at the auction regarding the land to be sold.

The Town of Smoky Lake may, after the public auction, become the owner of any parcel of land not sold at the public auction.

Terms: 10% cash down, balance in 30 days with Cash, Money Order or Certified Cheque

CAO, Kozakiewicz called for bids, no members of the public were present; therefore, the Public Auction Tax Sale was deemed closed at 6:11 p.m.

MOTION: 3677/18

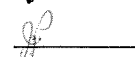
MOVED by Councillor Morton that Administration contact Ron Thorkelsson from Brownlee LLP in Edmonton AB. to revise the Natural Gas Bulk Supply Agreement between Smoky Lake County and Town of Smoky Lake to include Capital Investment Protection for the Town of Smoky Lake and increase the contract from five (5) years and five (5) years renewal to a ten (10) year contract and ten (10) year renewal.

CARRIED

Mayor Initials



CAO Initials



8.2 Gas Federation Zone 3 & 4 Meeting

MOTION: 3678/18

MOVED by Councillor Whitelaw that the Town of Smoky Lake host the Spring Gas Federation Zone 3 & 4 meeting held on March 29, 2019 in Smoky Lake, AB., venue and time to be determined.

CARRIED

Mayor Holowaychuk called a recess at 7:03 p.m. and reconvened at 7:14 p.m.

9. ADMINISTRATION

9.1 Chief Administrative Officer's Report

- Worked with Cathy Goulet with the Tourism Growth Innovation Fund Grant
- Worked with Bob Bezpalko regarding Digital Futures Conference
- Researched Policies and Budgeting processes and recommends a future meeting with Council to discuss
- Spoke on the building report for the Smoky Lake Continuing Care Centre
- Spoke on the Rural Municipalities Association (RMA) dinner with MPE Engineering Ltd.

MOTION: 3679/18

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

CARRIED

MOTION: 3680/18

MOVED by Mayor Holowaychuk that the Town Office be temporarily closed from 11:30 a.m. – 1:00 p.m. on Friday, December 7, 2018 for Christmas lunch with Alberta Urban Municipalities Association's Client Development Director, Michael O'Mara and Administration (office) staff.

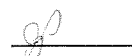
CARRIED

9.2 Chief Administrative Officer Performance Evaluation

MOTION: 3681/18

MOVED by Councillor Morton that the Chief Administrative Officer's Performance Evaluation be held on November 6, 2018 at 3:00 p.m. at the Town Council Chambers in Smoky Lake, AB.

CARRIED



9.3 Town of Smoky Lake's Action List up to October 2, 2018

MOTION: 3682/18

MOVED by Councillor Morton that the Town of Smoky Lake's Action List of Council Meetings up to October 2, 2018, be accepted for information.

CARRIED

9.4 Policy G-13 Doctor Retention and Recruitment Committee: Terms of Reference

MOTION: 3683/18

MOVED by Mayor Holowaychuk that Policy G-13, being a Doctor Retention and Recruitment Committee: Terms of Reference established by Town of Smoky Lake Council under the Public Health & Welfare Services, Joint Committee of Mayors/Reeve of all municipalities within Smoky Lake County, be approved as presented.

CARRIED

9.5 Tourism Growth Innovation Fund (TGIF) Application

MOTION: 3684/18

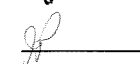
MOVED by Councillor Morton that the Tourism Growth Innovation Fund (TGIF) "Growing the Pumpkin Patch" Grant proposal under the Destination Development Support grant stream completed by Cathy Goulet regarding research-based analysis of the strength of its name recognition as the "Pumpkin Capital of Alberta" as a basis for creating an experience-based destination for the TGIF Program in the total amount of \$75,000.00 with the Town of Smoky Lake's contribution of \$25,000.00, be filed for information.

CARRIED

9.6 30th Annual Smoky Lake Pumpkin Weigh-off and Fair

The 30th Annual Smoky Lake Pumpkin Weigh-off and Fair agenda item be deferred to the November 6, 2018 Regular Council Meeting.

CARRIED



9.7 Alberta Community Partnership (ACP) 2018/19 Grant Application

MOTION: 3685/18

MOVED by Deputy Mayor Kotylak that the Town of Smoky Lake in partnership with the Village of Waskatenau and the Village of Vilna participate in the application in the 2018-2019 Alberta Community Partnership (ACP) Grant Application for Project Title: "Regional GIS Stage 3 - Condition and Data Assessment" under the "Intermunicipal Collaboration" Component for the Grant amount of \$200,000.00; and the Town of Smoky Lake will be the Managing Partner under the Municipal Affairs 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

9.8 Grand Opening of New Business in Town

MOTION: 3686/18

MOVED by Mayor Holowaychuk that Administration provide a Gavinchuk photo to the newly opened business called "Pappy's Parcel Pitstop" located at 141 White Earth Street in Smoky Lake, AB. as per Policy G-09 titled "Birthdays and Anniversaries" regarding the Municipality recognize the opening of new local businesses by presenting them with a framed Gavinchuk print or plaque.

CARRIED

10. HEALTH AND PROTECTIVE SERVICES

10.1 Town of Smoky Lake Fire Chief Report

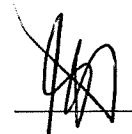
The Town of Smoky Lake Fire Chief, Juanita Cozicar was not in attendance for the meeting.

10.2 Smoky Lake Firehall Paving Quote

MOTION: 3687/18

MOVED by Councillor Whitelaw that the quote provided by Grim's Contracting Ltd. from Fort Saskatchewan regarding the Public Works Shop / Firehall paving in the amount of \$16,447.00 plus GST, be accepted for information; and be brought back to the Town of Smoky Lake's 2019 Capital Budget meeting held on December 3, 2018 at 6:00 p.m. for review.

CARRIED



10.3 Fall Self-Care Fair

MOTION: 3688/18

MOVED by Councillor Morton that the invitation to attend the Fall Self-Care Fair Open House held on Wednesday, November 7, 2018 from 5:00 p.m. – 8:00 p.m. in Edmonton, AB., be filed for information.

CARRIED

11. RECREATION AND CULTURE

No items were discussed at the meeting.

12. ECONOMIC DEVELOPMENT

12.1 Proposed Brochure of the Town of Smoky Lake from Smoky Media (Ed Boothman)

MOTION: 3689/18

MOVED by Councillor Whitelaw that the proposed brochure showcasing the Town of Smoky Lake sent by Smoky Media, Ed Boothman dated September 10, 2018 in the amount of \$1,000.00 plus additional printing costs, be filed for information.

CARRIED

12.2 Community and Regional Economic Support (CARES) Program

MOTION: 3690/18

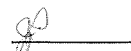
MOVED by Councillor Morton that the Community and Regional Economic Support (CARES) Program proposal entitled “Smoky Lake Grows Entrepreneurs (SLGE) – “Phase Three” starting February 1, 2019 – June 30, 2020 to leverage the successes realized in phases one and two of the SLGE initiative and further strengthen entrepreneurial capacity in the Town of Smoky Lake, in the total amount of \$50,000.00 – Grant portion \$25,000.00, Town portion \$25,000.00 (including \$5,000.00 in-kind work), be filed for information.

CARRIED

MOTION: 3691/18

MOVED by Deputy Mayor Kotylak that the Regular Council Meeting be extended for an additional 20 minutes.

CARRIED



13.1 Town of Smoky Lake's Land Use Bylaw 007-18

MOTION: 3692/18

MOVED by Deputy Mayor Kotylak that first reading of Bylaw 007-18, being a Land Use Bylaw, be amended as follows:

B. That Section 3.13 (2) be deleted and replaced with the following to clarify that the proponent of a development is responsible for all costs associated with infrastructure required to provide municipal services to their development.

"2) The proponent of a development shall be financially responsible for any damages caused by the applicant, their servants, suppliers, agents or contractors to any public or private property resulting directly or indirectly from development on a lot."

C. That Section 3.13 is further amended by inserting the following new provision as subsection (3) and renumbering the rest of the section as required:

"3) Further, the proponent of a development shall also be responsible for all costs associated with providing and/or improving on and off-site municipal services (water, 13.1 Town of Smoky Lake's Land Use Bylaw 007-18 Request for Decision wastewater, stormwater, driveway connections, roadways and sidewalks), as well as all franchise utilities required to service to the site."

D. That Section 7.9(1) be deleted and replaced with the following:

"1) Hard Surfacing of a driveway (concrete, asphalt or other similar material) shall be provided by the development proponent; to the satisfaction of the Development Authority; at time of subdivision and/or development approval, and at no cost to the municipality, in all districts where access is gained onto a hard-surfaced public road."

E. That Section 10.4(2) be revised to delete the following use: "manufactured homes" from the list of permitted uses and replace it with the following use: "manufactured homes, no older than 10 years from date of manufacture to date of development permit issuance".



F. That Section 14 – Land Use Bylaw Map (South) be revised to redistrict Lot 1, Blk. 1 Plan 172 2109 from the R1 – Residential Low-Density District to the C2 – Secondary Commercial District.

MOTION: 3693/18 **MOVED** by Councillor Morton that Bylaw 007-18, being a Land Use Bylaw, be given second reading.

CARRIED

MOTION: 3694/18 **MOVED** by Councillor Whitelaw that Bylaw 007-18, being a Land Use Bylaw, be given third and final reading.

CARRIED

14. CORRESPONDENCE

14.1 MLA Colin Piquette re: Request to Replace H.A Kostash School to Minister Eggen

MOTION: 3695/18 **MOVED** by Mayor Holowaychuk that the letter (no date) to the Honourable Minister of Culture and Tourism David Eggen, regarding the urge to prioritize replacing H.A Kostash School in Smoky Lake, AB. in the Alberta Provincial Capital Plan, be filed for information.

CARRIED

14.2 Alberta Municipal Affairs re: Successful 2017 Capital Statement of Funding and Expenditures (SFE)

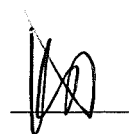
MOTION: 3696/18 **MOVED** by Councillor Morton that the letter dated October 4, 2018 from Grant Program Delivery Director, Susan McFarlane regarding the successful submission of the Town of Smoky Lake's 2017 Municipal Sustainability Initiative (MSI) - Capital Statement of Funding and Expenditures, be filed for information.

CARRIED

14.3 North Saskatchewan Watershed Alliance Meeting Agenda

MOTION: 3697/18 **MOVED** by Councillor Whitelaw that the North Saskatchewan Watershed Alliance (NSWA) Riparian Health – From Policy to Planting Meeting held on October 25, 2018 from 8:30 a.m. – 3:30 p.m. in Spruce Grove, AB., be filed for information.

CARRIED



14.4 Kalyna Country re: Alberta's Lakeland Activity Guide

Deferred to the November 6, 2018 Regular Council Meeting.

14.5 Email from Lisa G.Ball re: Letter of Support

MOTION: 3698/18

MOVED by Mayor Holowaychuk that the email dated October 13, 2018 from JLG Ball President, CEO Lisa Ball requesting a letter of support from the Town of Smoky Lake to Thorhild County regarding a Development Permit Application for SML 080085 be accepted for information; and Administration write a letter of support on behalf of JLG Ball to the Thorhild County (cc: Colin Piquette) to urge municipalities to streamline regulations and support projects in rural Alberta.

CARRIED

14.6 Cold Lake Snowmobile Club Event "Sleds & Threads"

MOTION: 3699/18

MOVED by Councillor Whitelaw that the Cold Lake Snowmobile Club's Gala Event "Sleds and Threads" held on November 3, 2018 at the Cold Lake Agriplex in Cold Lake AB., be filed for information.

CARRIED

14.7 Municipal Cannabis Transition Program (MCTP)

MOTION: 3700/18

MOVED by Mayor Holowaychuk that the email dated October 15, 2018 from Alberta Urban Municipalities Association (AUMA) President, Barry Morishita regarding the Municipal Cannabis Transition Program (MCTP), be filed for information; and approve the response letter from Town of Smoky Lake Mayor, Hank Holowaychuk to MLA, Colin Piquette dated April 17, 2018.

CARRIED

15. EXECUTIVE SESSION (In-Camera)

No items were discussed in-camera.

16. BUSINESS FROM EXECUTIVE SESSION (Out of Camera)

No motions resulted from the in-camera session.


Handwritten signatures for the Mayor and CAO. The Mayor's signature is a large, stylized scribble, and the CAO's signature is a smaller, more legible scribble.

17. ADJOURNMENT


MOTION: 3701/18

MOVED by Councillor Whitelaw to adjourn the meeting at 9:21 p.m.

CARRIED



Hank Holowaychuk
Mayor

per 

Adam Kozakiewicz
Chief Administrative Officer

Mayor Initials 

CAO Initials 