

**TOWN OF SMOKY LAKE
REGULAR COUNCIL MEETING
TOWN COUNCIL CHAMBERS
October 25, 2017 4:00 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

1. CALL TO ORDER

Mayor Holowaychuk called the October 25, 2017 Regular Town Council Meeting to order at 4:33 p.m.

2. APPROVAL OF THE AGENDA

MOTION: 2707/17

MOVED by Councillor Whitelaw to approve the October 25, 2017 Agenda with the following additions:

- 6.11 Canada Day Pancake Breakfast Invoice
- 6.12 Toporoutz Road Water Drainage Issue
- 6.13 Election Deposits
- 7.2 Town Fire Chief Juanita Cozicar
- 15.2 Personnel Issue - CAO Evaluation
- 15.3 CFRN Tower
- 15.4 Primary Care Network (PCN)

CARRIED

3. ADOPTION OF PREVIOUS MINUTES

3.1 October 4, 2017 Regular Council Meeting

MOTION: 2708/17

MOVED by Deputy Mayor Kotylak to adopt the minutes of the October 4, 2017 Regular Council meeting as presented.

CARRIED

4. PUBLIC WORKS

4.1 Public Works Report

- Reported on Town Entrance Signs
- Repaired back alley potholes with gravel
- Worked on a residential water and sewer tie-in
- Removed hanging flower pots and barrels for the winter

MOTION: 2709/17

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

CARRIED

MOTION: 2710/17

MOVED by Mayor Holowaychuk that Administration provide tentative plans for grading snow removal and the Snow Removal Policy R/S – 002 for review at the next Regular Council meeting. Further to that, compile a list of contractors for grading and snow removal by advertising in the local paper for one week.

CARRIED

5. NATURAL GAS

5.1 Federation of Alberta Gas Co-ops Ltd. Convention

MOTION: 2711/17

MOVED by Councillor Whitelaw that Mayor Holowaychuk, Deputy Mayor Kotylak and Councillor Makowichuk be approved to attend the Federation of Alberta Gas Co-ops Ltd. Convention held on November 26 – 30, 2017 at the Delta Hotels in Edmonton, AB.

CARRIED

5.2 Managers Group – Annual General Meeting

MOTION: 2712/17

MOVED by Councillor Makowicuk that Deputy Mayor Kotylak CAO, Kozakiewicz and Interim Public Works Foreman, McMullen be approved to attend the Managers Group Annual General Meeting held on November 27, 2017 at the Delta Hotel in Edmonton, AB.

CARRIED

6. ADMINISTRATION

6.1 Chief Administrative Officer's Report

- Helped with the General Municipal Election
- Attended the Smoky Lake Foundation meeting
- Working with Engineers on Toporoutz road water drainage issue

MOTION: 2713/17

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

CARRIED

6.2 Alberta Recreation and Parks Association Leaders Summit

MOTION: 2714/17

MOVED by Deputy Mayor Kotylak that the Alberta Recreation and Parks Association (ARPA) Leaders Summit on January 24 – 26, 2018 held at the Delta Kananaskis Lodge in Kananaskis, AB be filed for information.

CARRIED

6.3 Alberta Urban Municipalities Association (AUMA) Convention

MOTION: 2715/17

MOVED by Councillor Morton that the 2017 Alberta Urban Municipalities Association (AUMA) Convention held on November 22 – 24, 2017 at the Calgary TELUS Convention Centre in Calgary, AB be a Council approved event.

CARRIED

6.4 Town Entrance Signs – LED Lights

MOTION: 2716/17

MOVED by Councillor Makowichuk that Administration purchase two 10W SEVSOLO1 Lamps from VM Systems in Vegreville, AB totaling \$900.00 plus installation for the Entrance sign located at the south end of Town.

CARRIED

6.5 Personnel Policy Amendment

MOTION: 2717/17

MOVED by Councillor Makowichuk that Personnel Policy Section 11.0 – Named Holidays be amended to include Remembrance Day as a day off with pay and delete Section 11.02 effective October 25, 2017.

CARRIED

6.6 Surveillance Policy G-12

MOTION: 2718/17

MOVED by Councillor Makowichuk that the Town of Smoky Lake Surveillance Policy G-12 described to ensure that appropriate surveillance of Town of Smoky Lake premises is performed, which will assist in the achievement of a secure and safe workplace, be adopted as presented.

CARRIED

6.7 Munis 101- Essential of Municipal Governance Program

MOTION: 2719/17

MOVED by Deputy Mayor Kotylak that the newly appointed Elected Officials and Office Administration staff attend the Munis 101 – Essential of Municipal Governance course held on Monday, October 30, 2017 and Tuesday, October 31, 2017 in Camrose, AB. Further to that, the Town Office will be closed during this time.

CARRIED

Mayor Holowaychuk called a recess at 6:57 p.m. and reconvened at 7:16 p.m.

6.8 Operating Position as of October 16, 2017

MOTION: 2720/17

MOVED by Deputy Mayor Kotylak that the Town of Smoky Lake's Operating Position report ending October 16, 2017 be accepted for information.

CARRIED

6.9 Alberta Association of Municipal Districts and Counties (AAMDC)

MOTION: 2721/17

MOVED by Councillor Morton that the 2017 Alberta Association of Municipal Districts and Counties (AAMDC) Convention held on November 14 – 17, 2017 at the Shaw Conference Centre in Edmonton, AB be a Council approved event.

CARRIED

6.10 Elected Officials Training

MOTION: 2722/17

MOVED by Councillor Whitelaw that the Elected Official Training held on Thursday, October 26, 2017 at the Smoky Lake National Hall be a Council approved event. Further to that, CAO, Adam Kozakiewicz will attend the training as well.

CARRIED

6.11 Canada Day Pancake Breakfast Invoice

MOTION: 2723/17

MOVED by Councillor Makowichuk that the correspondence from the Smoky Lake County regarding the Canada Day Pancake Breakfast invoice #1487 in the amount of \$299.29 from the Town of Smoky Lake, be filed for information.

CARRIED

6.12 Toporoutz Road Water Drainage Issue

MOTION: 2724/17

MOVED by Councillor Makowichuk that the Toporoutz Road drainage issue be tabled to the next Regular Council meeting held on November 7, 2017.

CARRIED

6.13 Election Deposits

MOTION: 2725/17

MOVED by Deputy Mayor Kotylak that the General Municipal Election Deposit refund of \$400.00 be donated equally to the Smoky Lake Kinette Club KinPark Playground project and the Smoky Lake Senior Citizens Club.

CARRIED

7. HEALTH AND PROTECTIVE SERVICES

7.1 Emergency Social Services Training

MOTION: 2726/17

MOVED by Deputy Mayor Kotylak that the Emergency Social Services Training schedule regarding Emergency Management be tabled to the next Regular Council meeting held on November 7, 2017.

CARRIED

7.2 Juanita Cozicar – Town Fire Chief

MOTION: 2727/17

MOVED by Councillor Makowichuk that the oral report presented by Town Fire Chief, Juanita Cozicar be accepted for information.

CARRIED

8. RECREATION AND CULTURE

No items were discussed at the meeting.

9. FCSS

No items were discussed at the meeting.

10. ECONOMIC DEVELOPMENT

10.1 2018 Economic Developers Alberta (EDA) Annual Conference

MOTION: 2728/17

MOVED by Deputy Mayor Kotylak that Deputy Mayor Kotylak, Councillor Makowichuk and CAO, Kozakiewicz be approved to attend the 2018 Economic Developers Alberta (EDA) Annual Conference held on March 21 – 23, 2018 held at the Banff Centre in Banff, AB.

CARRIED

11. LANDS, PLANNING AND DEVELOPMENT

No items were discussed at the meeting.

12. CORRESPONDENCE

12.1 Wifi Usage

MOTION: 2729/17

MOVED by Deputy Mayor Kotylak that the information regarding wifi usage in the Town of Smoky Lake during the Smoky Lake Pumpkin Fair held on October 7, 2017 provided by VM Systems be filed for information. Further to that, Administration inquire into costs of public wi-fi for the Town of Smoky Lake.

CARRIED

12.2 Smoky Lake Lions Club Gala Dinner

MOTION: 2730/17

MOVED by Deputy Mayor Kotylak that the Smoky Lake Lions Club Gala Dinner invitation held on Saturday, November 18, 2017 be filed for information. Further to that, the Town will contribute a plaque on behalf of the Mayor and Council of the Town of Smoky Lake to congratulate the Smoky Lake Lions Club's 70th Anniversary.

CARRIED

Handwritten initials of the Mayor and CAO. The Mayor's initials are in black ink, and the CAO's initials are in blue ink. Both are written over horizontal lines.

12.3 Capital Region Assessment Services Commission

MOTION: 2731/17

MOVED by Mayor Holowaychuk that Capital Region Assessment Services Commission correspondence dated September 28, 2017 regarding the Annual General Meeting held on Wednesday, November 1, 2017 be filed for information.

CARRIED

12.4 Alberta Electoral Boundary Commission Final Report

MOTION: 2732/17

MOVED by Councillor Whitelaw that the Alberta Electoral Boundary Commission (AEBC) Final Report dated October 19, 2017 be filed for information.

CARRIED

12.5 Land Use Planning Around Pipelines

MOTION: 2733/17

MOVED by Councillor Makowichuk that the Land Use Planning Around Pipelines correspondence dated October 16, 2017 from TransCanada Infrastructure be filed for information.

CARRIED

12.6 Northern Lights Library System

MOTION: 2734/17

MOVED by Councillor Morton that Northern Lights Library System correspondence dated October 16, 2017 regarding the Orientation for New Members held on Saturday, November 4, 2017 be filed for information.

CARRIED

12.7 North East Muni-Corr Ltd.

MOTION: 2735/17

MOVED by Councillor Makowichuk that the North East Muni-Corr Ltd. meeting held on Monday, November 6, 2017 in St. Paul, AB be filed for information.

CARRIED

12.8 Municipal Affairs Grant Meetings

MOTION: 2736/17

MOVED by Deputy Mayor Kotylak that the Municipal Affairs grant program one-on-one meetings to discuss the Municipal Sustainability Initiative (MSI), Alberta Community Partnership (ACP), Federal Gas Tax Fund (FGTF), and the Small Communities Fund (SCF) grant programs held at the 2017 Alberta Urban Municipalities Association Convention in Calgary, AB be accepted for information.

CARRIED

12.9 100th Year Birthday

No motion resulted from item 12.9.

CARRIED

13. DELEGATIONS

13.1 Al Baird – RCMP Detachment Commander

MOTION: 2737/17

MOVED by Mayor Holowaychuk that the oral report presented by Commander Al Baird of the Smoky Lake RCMP Detachment regarding important issues in the Town of Smoky Lake, AB be accepted for information.

CARRIED

MOTION: 2738/17

MOVED by Deputy Mayor Kotylak that Administration contact Vilna Citizens on Patrol (COPS) to present at the next Joint Municipalities meeting.

CARRIED

14. COUNCIL COMMITTEE REPORTS

No Council Committee reports.

Deputy Mayor Kotylak extended the meeting at 8:18 p.m.

Mayor Holowaychuk called a recess at 8:18 p.m. and reconvened the meeting at 8:32 p.m.



15. EXECUTIVE SESSION (In-Camera)

MOTION: 2739/17

MOVED by Deputy Mayor Kotylak to go in-camera to discuss Legal issues – North East Muni-Corr Ltd. Agreement and the CFRN Tower (FOIP Section 27) and a Personnel issue – CAO Contract Review (FOIP Section 19) at 8:32 p.m.

CARRIED

MOTION: 2740/17

MOVED by Councillor Whitelaw to come out of camera at 9:26 p.m.

CARRIED

16. BUSINESS FROM EXECUTIVE SESSION (Out of Camera)

MOTION: 2741/17

MOVED by Mayor Holowaychuk that Chief Administrative Officer Adam Kozakeiwicz's employment contract be extended from February 28, 2018 to May 31, 2018.

CARRIED

MOTION: 2742/17

MOVED by Councillor Makowichuk that Administration negotiate the Utility Right-of-Way with property owner for proposed pipeline, as discussed in-camera.

CARRIED

MOTION: 2743/17

MOVED by Deputy Mayor Kotylak that the option to purchase land be extended to December 15, 2017, as discussed in-camera.

CARRIED

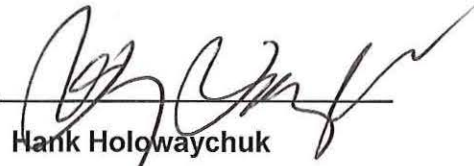


17. ADJOURNMENT


MOTION: 2744/17

MOVED by Councillor Morton to adjourn the meeting at 9:32 p.m.

CARRIED


Hank Holowaychuk
Mayor


Adam Kozakiewicz
Chief Administrative Office

Mayor Initials 
CAO Initials 