

**TOWN OF SMOKY LAKE
REGULAR COUNCIL MEETING
TOWN COUNCIL CHAMBERS
August 7, 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
	Tamara Flondra	Accounting Clerk
	Billy McMullen	Public Works Foreman

1. CALL TO ORDER

Mayor Holowaychuk called the August 7, 2018 Regular Town Council Meeting to order at 5:34 p.m.

2. APPROVAL OF THE AGENDA

MOTION: 3464/18 **MOVED** by Councillor Whitelaw to approve the August 7, 2018 Regular Town Council Meeting Agenda with the following additions:

- 11.1 2018 Smoky Lake Heritage Days Celebration
- 12.1 Redwater Parade
- 13.3 Development Permit for Property at 5213 Toporoutz Road

CARRIED

3. ADOPTION OF PREVIOUS MINUTES

3.1 July 17, 2018 Regular Council Meeting

MOTION: 3465/18 **MOVED** by Councillor Morton to adopt the Minutes of the July 17, 2018 Regular Council Meeting as presented.

CARRIED

4. DELEGATIONS

4.1 Peter Kubiczek – Keystone Realty

Peter Kubiczek from Keystone Realty was unable to attend the meeting; therefore the delegation will be postponed to the next Regular Council Meeting on Tuesday, August 21, 2018 via Skype.

5. QUESTION PERIOD

MOTION: 3466/18

MOVED by Councillor Morton that Administration request Municipal Planning Services to provide clarification regarding the minimum width of a manufactured home under the Residential Manufactured Home Subdivision District section in the Land Use Bylaw No. 011-06. Further to that, Administration bring back the clarification from Municipal Planning Services to the next Regular Council Meeting.

CARRIED

MOTION: 3467/18

MOVED by Councillor Morton that Administration request Municipal Planning Services to provide clarification regarding the no accessory building, use, or parking space shall be located in the front yard of a manufactured home under the Residential Manufactured Home Subdivision District section in the Land Use Bylaw No. 011-06. Further to that, Administration bring back the clarification from Municipal Planning Services to the next Regular Council Meeting.

CARRIED

6. FCSS

No items were discussed at the meeting.

7. PUBLIC WORKS

7.1 Public Works Foreman's Report

- Sprayed curbs/gutters for weeds
- Cut fallen tree by CN station along the trail
- Helped ATCO with leaning tree along West Railway Drive (ATCO Cut, Town Cleaned Up)
- Pot Holes filled along parade route, along with other spots in town (will continue)
- Picnic tables have been worked on (boards replaced)
- Bench in front of 107 Wheatland has been fixed (board replaced)
- Fire hydrant flushed at water plant
- Fire hydrant flushed on 30th ave
- 5 gas meters have been changed (will continue)
- Branches along parade route were cut
- Farm equipment on lot 131 white earth street has been moved and will find permanent home

- Car stopper posts in front of decorative street lights were painted along with light bases where needed
- Four service calls- all possible gas smells
- Pumpkin park weeded
- Devonian park weeded
- Grass cut throughout town
- Parade route focused on with cutting grass/trimming with other “hot spots”
- Various Line Locates
- Street sweeper cleaned streets on parade route
- Lights changed on town office lighted sign
- Grass cut at water plant
- Barricades set out along parade route and removed
- PA cord strung above roping chutes for rodeo
- Cut fallen trees along walking trail
- We are no longer interested in purchasing the FX 30 Ditch-Witch 800

MOTION: 3468/18

MOVED by Councillor Makowichuk that the oral report dated July 17, 2018 – August 7, 2018 presented by Public Works Foreman, McMullen be accepted for information.

CARRIED

MOTION: 3469/18

MOVED by Councillor Morton that Administration research the cost for the replacement of the sidewalks throughout the Town of Smoky Lake and add it to the 2019 Town of Smoky Lake budget. Further to that, Public Works Foreman, McMullen provide an assessment of the current sidewalks in town that require immediate repair/replacement and a quote for the cost to repair/replace the sidewalks to the next Regular Council Meeting.

CARRIED

7.2 Town Customer Service Request #0083 to the Smoky Lake Agricultural Society

MOTION: 3470/18

MOVED by Councillor Morton that the charges from Town of Smoky Lake’s Customer Service Request #0083 to the Smoky Lake Agricultural Society regarding a smell of gas from the kitchen in the Complex on July 25, 2018 at 5:55 p.m. be waived. Further to that, Administration send a letter with all correspondence to the Smoky Lake Agricultural Society requesting them to address the gas issue.

CARRIED

MOTION: 3471/18

MOVED by Councillor Whitelaw that Administration provide Council with an explanation of the utility charges implemented on the utility bills to the next Regular Council Meeting.

CARRIED

Deputy Mayor Kotylak left the meeting at 6:24 p.m. and returned at 6:25 p.m.

7.3 Letter from Ken Osepchuk re: back alley issue

MOTION: 3472/18

MOVED by Mayor Holowaychuk that Administration write a letter with all correspondence referencing the July 16, 2018 letter from Ken Osepchuk to the Smoky Lake Foundation to address the concerns of the resident Ken Osepchuk as the issues fall under the responsibility of the Smoky Lake Foundation according to the Development Permit #16-10 and the Development Agreement between the Town of Smoky Lake and Smoky Lake Foundation. Further to that, Administration request the Smoky Lake Foundation to provide the Town of Smoky Lake in writing the actions taken to address the concerns of resident Ken Osepchuk.

CARRIED

Mayor Holowaychuk called a recess at 6:40 p.m. and reconvened at 6:56 p.m.

8. NATURAL GAS

8.1 Federation of Alberta Gas Co-ops Ltd. Convention and Trade Fair

MOTION: 3473/18

MOVED by Councillor Whitelaw that Town Council, CAO, Kozakiewicz and Public Works Foreman, McMullen attend the Federation of Alberta Gas Co-ops Ltd. Convention and Trade Fair held on Monday, November 26, 2018 – Thursday, November 29, 2018 at the Delta Hotels by Marriott Edmonton South and Radisson Hotel Edmonton South in Edmonton, AB.; and notify Administration before the early bird deadline of September 21, 2018.

CARRIED

9. ADMINISTRATION

9.1 Chief Administrative Officer's Report

- Town office lighting upgrade quotes
- Town office outside sign lighting upgrades
- Provided information regarding paving 56th street

MOTION: 3474/18 **MOVED** by Deputy Mayor Kotylak that no action be taken regarding the Town office lighting upgrades.

CARRIED

MOTION: 3475/18 **MOVED** by Councillor Makowichuk that Administration get a quote from a local electrician for the work of upgrading the lights on the Town office sign located outside of the front office. Further to that, Administration proceed with the upgrading of the lights on the Town office sign.

CARRIED

MOTION: 3476/18 **MOVED** by Councillor Morton that Administration add the project of paving 56th street to the 2019 Town of Smoky Lake Budget.

CARRIED

MOTION: 3477/18 **MOVED** by Councillor Makowichuk that the oral report presented by CAO, Kozakiewicz be accepted for information.

CARRIED

9.2 Logic Realty – Mere Posting Fee

MOTION: 3478/18 **MOVED** by Councillor Makowichuk the email dated Wednesday, August 1, 2018 from Smoky Lake Region Economic Development Officer, Shaun Green regarding Logic Realty listing fee of \$650.00 for 120 days on MLS (Realtor.ca), be filed for information.

CARRIED

9.3 Terms of Sale and Reserve Bid on Tax Sale Property

MOTION: 3479/18 **MOVED** by Councillor Makowichuk that Administration proceed with the 2018 Property Tax Sale, legal description - Plan 1885 CL Block 1 Lot 9, held on Tuesday, October 16, 2018 at 6:00 p.m. at the Smoky Lake Town Council Chambers in Smoky Lake, AB.; and Council set a reserve bid of \$16,900.00 as recommended from Property Assessor, Mike Krim. Further to that, the 2018 Property Tax Sale will have the following conditions: ten percent (10%) cash deposit down on the sale day Tuesday, October 16, 2018 and the remaining balance in full thirty days after the sale.

CARRIED

9.4 Bylaw 006-18 Amendment to the Organizational and Procedural Matters of Council, Council Committees and Councillors.

MOTION: 3480/18

MOVED by Councillor Morton that Bylaw 006-18, an amendment to the Organizational and Procedural Matters of Council, Council Committees and Councillors be accepted with the following amendment to section 6.2: deleting the words “less recesses”.

CARRIED

MOTION: 3481/18

MOVED by Councillor Makowichuk that Bylaw 006-18, being an amendment to the Organizational and Procedural Matters of Council, Council Committees and Councillors, be given first reading.

CARRIED

MOTION: 3482/18

MOVED by Councillor Whitelaw that Bylaw 006-18, being an amendment to the Organizational and Procedural Matters of Council, Council Committees and Councillors, be given second reading.

CARRIED

MOTION: 3483/18

MOVED by Councillor Morton that permission be given for third and final reading of Bylaw 006-18, being an amendment to the Organizational and Procedural Matters of Council, Council Committees and Councillors.

UNANIMOUSLY CARRIED

MOTION: 3484/18

MOVED by Mayor Holowaychuk that Bylaw 006-18, being an amendment to the Organizational and Procedural Matters of Council, Council Committees and Councillors, be given third and final reading.

CARRIED

Mayor Holowaychuk called a recess at 7:54 p.m. and reconvened at 8:04 p.m.

MOTION: 3485/18

MOVED by Councillor Morton that the Town of Smoky Lake’s 2017 – 2018 Council Committees Schedule “A” be amended to add the Intermunicipal Collaboration Framework (ICF) Committee; and appoint Deputy Mayor Kotylak as the Committee Member and Mayor Holowaychuk as the Alternate Member to the Intermunicipal Collaboration Framework (ICF) Committee. Further to that, the Alternate Member to the Intermunicipal Collaboration Framework (ICF) Committee will be a paid member when required to attend the meetings.

CARRIED

9.6 ATCO Streetlight LED Conversion Option

MOTION: 3486/18

MOVED by Councillor Morton that Administration approve and execute the ATCO Streetlight LED Conversion as stated in the letter dated June 12, 2018 from the Manager of Direct Operations of ATCO Bonnyville District, Aaron Finkbiner.

CARRIED

9.7 ATCO Electric 2019 Franchise Fee

MOTION: 3487/18

MOVED by Councillor Makowichuk that the Town of Smoky Lake's 2019 ATCO Franchise Fee be increased to 7%.

CARRIED

9.8 Pitch-in Partnership with ATCO Electric and Smoky Lake Chamber of Commerce

MOTION: 3488/18

MOVED by Mayor Holowaychuk that Administration send a request to ATCO Electric and the Smoky Lake Chamber of Commerce regarding sponsorship of the 2019 Pitch-in Campaign next Spring for the Town of Smoky Lake.

CARRIED

9.9 "Investing in Canada Infrastructure Program" Expression of Interest Form

MOTION: 3489/18

MOVED by Deputy Mayor Kotylak that the Expression of Interest Form for the "Investing in Canada Infrastructure Program" regarding interest in the Green Infrastructure; Community, Culture and Recreation; and Rural and Northern Communities streams submitted to the Government of Alberta on behalf of the Town of Smoky Lake, be filed for information.

CARRIED

9.10 Bylaw 007-17 Utility Bylaw and Schedule "A" Fees and Charges

MOTION: 3490/18

MOVED by Councillor Morton that Administration provide Utility Bylaws with Fees and Charges from three other municipalities for comparison to the next Regular Council Meeting.

CARRIED

9.11 Bylaw 002-09 Regulating Untidy, Unightly, and Dangerous Premises

MOTION: 3491/18

MOVED by Mayor Holowaychuk that Administration provide Untidy, Unightly and Dangerous Premises Bylaws from three other municipalities for comparison to the next Regular Council Meeting.

CARRIED

10. HEALTH AND PROTECTIVE SERVICES

10.1 Safety Codes Council: Joint Accreditation Quality Management Plan (QMP)

MOTION: 3492/18

MOVED by Councillor Makowichuk that the Town of Smoky Lake execute the Safety Codes Council: Joint Accreditation Quality Management Plan (QMP) Agreement between Town of Smoky Lake, Smoky Lake County, Village of Waskatenau & Village of Vilna; and, Smoky Lake County, as managing partner, be responsible for the administration, effectiveness and compliance with the said QMP in accordance with the Safety Codes Act (Act) including the pursuant regulations and codes and standards, and Alberta Amendments that are in force and applicable in the following technical disciplines: Building, Electrical, Plumbing, Gas and Fire via permitting, inspection and compliance monitoring services through an accredited agency.

CARRIED

10.2 Fire Hydrant Policy

MOTION: 3493/18

MOVED by Mayor Holowaychuk that Administration collaborate with Public Works and Smoky Lake Fire Department to develop a Fire Hydrant Policy regarding all the fire hydrants in the Town of Smoky Lake. Further to that, Administration forward the Fire Hydrant Policy to the Joint Fire Department Committee.

CARRIED

11. RECREATION AND CULTURE

11.1 2018 Smoky Lake Heritage Days Celebration

MOTION: 3494/18

MOVED by Councillor Makowichuk that Administration advertise in the Redwater Review, Smoky Lake Signal and all social media outlets a thank you to everyone for making the 2018 Smoky Lake Heritage Days Celebration a success.

CARRIED

12. ECONOMIC DEVELOPMENT

12.1 Redwater Parade

MOTION: 3495/18

MOVED by Councillor Morton that Public Works inquire about getting the 1966 fire truck in working condition so Mayor Holowaychuk can attend the 2018 Redwater Parade.

CARRIED

Public Works Foreman, McMullen left the meeting at 8:47 p.m.

13. LANDS, PLANNING AND DEVELOPMENT

13.1 Bylaw 005-18 - Amendment to Land Use Bylaw 006-11

MOTION: 3496/18

MOVED by Councillor Morton that Bylaw 005-18, being an Amendment to Land Use Bylaw 006-11, be given second reading.

CARRIED

MOTION: 3497/18

MOVED by Mayor Holowaychuk that Bylaw 005-18, being an Amendment to Land Use Bylaw 006-11, be given third and final reading.

CARRIED

13.2 North East Muni-Corr Ltd. Land Issue at East Railway Drive and McDougall Drive

MOTION: 3498/18

MOVED by that Deputy Mayor Kotylak that Councillor Makowichuk will represent the Town of Smoky Lake regarding the land issue at East Railway Drive and McDougall Drive at the next North East Muni-Corr Limited Meeting.

CARRIED

13.3 Development Permit for Property at 5213 Toporoutz Road

MOTION: 3499/18

MOVED by Councillor Makowichuk that Council approve the Development Application #16-18 submitted by Patricia Chern for the property at 5213 Toporoutz Road zoned Direct Control.

CARRIED

MOTION: 3500/18

MOVED by Mayor Holowaychuk that Council directs CAO, Kozakiewicz to sign the Development Application #16-18 submitted by Patricia Chern for the property at 5213 Toporoutz Road.

CARRIED

14. CORRESPONDENCE

14.1 Certificate in Municipal Management and Leadership Executive Education

MOTION: 3501/18

MOVED by Councillor Morton that the Certificate in Municipal Management and Leadership Executive Education from the University of Alberta held on October 30 - 31 & November 1, 2018, November 27 - 28, 2018, February 5 - 6, 2019, April 3 – 5, 2019 and May 22 - 23, 2019, be filed for information.

CARRIED

14.2 Municipal Leadership Summit

MOTION: 3502/18

MOVED by Deputy Mayor Kotylak that the Municipal Leadership Summit regarding Elevating Communities held on February 27, 28 and March 1, 2019 at the Jasper Park Lodge in Jasper, AB., be filed for information.

CARRIED

14.3 Rural Municipalities of Alberta Bulletin

MOTION: 3503/18

MOVED by Mayor Holowaychuk that the Rural Municipalities of Alberta Bulletin regarding information on Intermunicipal Collaboration Frameworks (ICF) and Intermunicipal Development Plans (IDP), be accepted for information.

CARRIED

14.4 Alberta Municipal Affairs re: Intermunicipal Collaboration Framework (ICF) and Intermunicipal Development Plan (IDP)

MOTION: 3504/18

MOVED by Councillor Whitelaw that the letter dated July 25, 2018 from the Minister of Municipal Affairs, Shaye Anderson regarding the Intermunicipal Collaboration Frameworks (ICF) and Intermunicipal Development Plans (IDP), be filed for information.

CARRIED

14.5 Fetal Alcohol Spectrum Disorder (FASD) Awareness and Proclamation

MOTION: 3505/18

MOVED by Councillor Makowichuk that the Lakeland Centre for Fetal Alcohol Spectrum Disorder (FASD) Awareness and Proclamation, be filed for information.

CARRIED

15. EXECUTIVE SESSION (In-Camera)

No items were discussed in-camera.

16. BUSINESS FROM EXECUTIVE SESSION (Out of Camera)

No items were discussed in-camera.

17. ADJOURNMENT

MOTION: 3506/18

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

CARRIED

Hank Holowaychuk
Mayor

Adam Kozakiewicz
Chief Administrative Officer