

**TOWN OF SMOKY LAKE
REGULAR COUNCIL MEETING
TOWN COUNCIL CHAMBERS
September 4, 2018 5:00 p.m.**

PRESENT:	Hank Holowaychuk Daniel Kotylak Terry Makowichuk Ross Whitelaw	Mayor Deputy Mayor Councillor Councillor
STAFF IN ATTENDANCE:	Adam Kozakiewicz Crystal Letwin Billy McMullen Marianne Prockiwi-Zarusky	Chief Administrative Officer Finance Assistant / Legislative Services Public Works Foreman FCSS Coordinator
REGRETS:	Melody Morton	Councillor

1. CALL TO ORDER

Mayor Holowaychuk called the September 4, 2018 Regular Town Council Meeting to order at 5:10 p.m.

2. APPROVAL OF THE AGENDA

MOTION: 3542/18 **MOVED** by Councillor Makowichuk to approve the September 4, 2018 Regular Town Council Meeting Agenda with the following additions:

- 9.5 Motion to video record Town Council meetings
- 10.1 Emergency Plan for the Annual Smoky Lake Pumpkin Fair and Weigh-off Event
- 10.2 Critical Incident Stress Management (CISM) Training
- 10.3 Regional 3 Fall Fire Chiefs Meeting

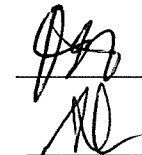
CARRIED

3. ADOPTION OF PREVIOUS MINUTES

3.1 August 7, 2018 Public Hearing Meeting

MOTION: 3543/18 **MOVED** by Deputy Mayor Kotylak to defer the Minutes of the August 7, 2018 Public Hearing Meeting for further clarification on discussion; and bring back to a future meeting of Council for approval.

CARRIED



3.2 August 21, 2018 Regular Council Meeting

MOTION: 3544/18

MOVED by Councillor Makowichuk to adopt the Minutes of the August 21, 2018 Regular Council Meeting with the following amendment:

1. Add legal address to "fair grounds" Motion #3524/18.
2. Add "File for information" to complete Motion #3532/18.

CARRIED

4. DELEGATIONS

4.1 Peter Kubiczek – Keystone Realty

MOTION: 3545/18

MOVED by Councillor Whitelaw that the oral presentation from Peter Kubiczek of Keystone Realty regarding a Commercial Seller Brokerage Agreement with the Town of Smoky Lake, be accepted for information.

CARRIED

5. QUESTION PERIOD

MOTION: 3546/18

MOVED by Mayor Holowaychuk that the Utility Overdue Letter fee in the amount of \$15.00 be reviewed at the Utility Bylaw Review meeting held on October 11, 2018 at 5:00 p.m. in the Town Council Chambers in Smoky Lake, AB.

CARRIED

6. FCSS

6.1 FCSS Coordinator's Report

MOTION: 3547/18

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

CARRIED



6.2 Smoky Lake and Community Daycare Co-operative Request

MOTION: 3548/18

MOVED by Councillor Makowichuk that the letter dated September 4, 2018 from Marianne Prockiw- Zarusky, Smoky Lake and Community Daycare Co-op Steering Committee Member requesting a letter of support from the Town of Smoky Lake, be accepted for information; and the Town of Smoky Lake write a letter of support to the Smoky Lake and Community Daycare Co-op Steering Committee regarding the Community Facility Enhancement Program (CFEP) application to financially assist the conversion of the daycare.

CARRIED

MOTION: 3549/18

MOVED by Mayor Holowaychuk that Administration write a letter to Aspen View Public Schools Superintendent, Neil O'Shea on behalf of the Town of Smoky Lake commending the decision to welcome the Smoky Lake Pumpkin Patch Daycare located at the H.A Kostash School in Smoky Lake, AB.; and working with Adam Kozakiewicz, Marianne Prockiw-Zarusky and the Smoky Lake Daycare Committee.

CARRIED

MOTION: 3550/18

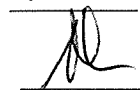
MOVED by Councillor Makowichuk that Administration request a meeting with the Honourable Sandra Jansen at the Alberta Urban Municipalities Association (AUMA) Conference held on September 26 – 28, 2018 in Red Deer, AB. to discuss the Smoky Lake Pumpkin Patch Daycare and the future of H.A Kostash School in Smoky Lake, AB.

CARRIED

Mayor Initials



CAO Initials



7. PUBLIC WORKS

7.1 Public Works Foreman's Report

Public Works Report

August 21 – September 4, 2018

- Tree stumps removed on 51-52 Street
- Hole on sidewalk by power pole on Wheatland fixed
- Crack Filing Coming to an End
- Alley graded with Land Planer
- Battery for North Entrance Sign Buried
- Set tables & put away for FCSS Community Showcase
- Curb repairs started (Ketza Concrete)
- Changing Gas Meters
- Pot holes lose to being done with cold mix
- Fixing beaver runs at finishing pond
- Cathodic protection was done
- Line locates
- Service calls possible gas smells
- Took water samples from finishing pond

MOTION: 3551/18

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

CARRIED

7.2 Maintenance Plan for McEwen's Road and Town South Shop Road

MOTION: 3552/18

MOVED by Mayor Holowaychuk that Administration work on a policy regarding a Public Works Regular Road Maintenance Plan, and present at a future meeting of Council.

CARRIED

Mayor Initials



CAO Initials

7.3 Smoky Lake Foundation Request re: Sidewalk Installation & Repair and Weed Control

MOTION: 3553/18

MOVED by Mayor Holowaychuk that the Town of Smoky Lake engage a contract with Ketsa Concrete located in Edmonton, AB. to install a tie in for the sidewalk ramp located at 4504 – 52 Avenue (Bar-V-Nook Lodge) in Smoky Lake, AB.

CARRIED

7.4 Bathroom Options for the Town of Smoky Lake's South Shop

MOTION: 3554/18

MOVED by Mayor Holowaychuk that Administration purchase a second-hand portable toilet for the Smoky Lake South Shop located at 5140 – 30 Avenue, not to exceed \$1,300.00 plus GST; to be allocated from the 2018 Operating Budget entitled "General Goods and Supplies".

CARRIED

7.5 Shared services with Smoky Lake County re: Weed Spraying

MOTION: 3555/18

MOVED by Mayor Holowaychuk that the "Shared services with Smoky lake County re: weed spraying be deferred for additional information regarding application licenses, residential concerns and continue discussions with the Smoky Lake County; and bring to a future meeting of Council.

CARRIED

Mayor Holowaychuk called a recess at 8:05 p.m. and reconvened at 8:14 p.m.

7.6 Concern of Town Public Works Material on Private Land

MOTION: 3556/18

MOVED by Mayor Holowaychuk that Administration contact Ed Kolody, owner of Smoky Truck Sales & Leasing in regards to the progress with N.E Muni-corr Ltd. and the land located at 5103 – West Railway Drive - legal address NW-22-59-17 W4 and the Town Public Works material stockpile; and bring back to a future meeting of Council.

CARRIED

Mayor Initials



CAO Initials



8. NATURAL GAS

8.1 Town of Smoky Lake Gas Well Memorabilia

MOTION: 3557/18

MOVED by Deputy Mayor Kotylak that Administration contact the Smoky Lake & District Cultural & Heritage Society (Museum) in regard to the donation of the Town of Smoky Lake's abandoned well heads and signage that were located at LSD 10-26-60-16 – W4M and LSD 08-26-60-16– W4M.

CARRIED

8.2 Federation of Alberta Gas Co-ops Ltd. Fall Zone Meeting and Schedule

MOTION: 3558/18

MOVED by Councillor Makowichuk that the Federation of Alberta Gas Co-ops Ltd. Fall Zone Meeting held on October 15, 2018 at 10:00 a.m. at the Bonnyville Senior Citizens Drop-In Centre in Bonnyville, AB. be a Council approved event along with CAO, Kozakiewicz and Public Works Foreman, McMullen.

CARRIED

9. ADMINISTRATION

9.1 Chief Administrative Officer's Report

- Update on Ketz Concrete Sidewalk Quote
- Spoke on the Alberta Community Partnership Grant Application

MOTION: 3559/18

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

CARRIED

9.2 Smoky Lake Region Intermunicipal Collaboration Framework

MOTION: 3560/18

MOVED by Councillor Whitelaw that the Town of Smoky Lake acknowledge that Village of Waskatenau, as the managing partner of the 2017-2018 Alberta Community Partnership (ACP) Grant for the Project Titled: Smoky Lake Region Intermunicipal Collaboration Framework engaged Municipal Planning Services Ltd. to complete the project by the deadline of March 31, 2021, as the consultant to undertake the Smoky Lake Region Intermunicipal Collaboration Framework Project at a cost not the exceed \$74,999.00, in accordance with Village of Waskatenau, June 21, 2018 – Motion # 102-2018.

CARRIED

Mayor Initials



CAO Initials



MOTION: 3561/18

MOVED by Councillor Makowichuk that the Town of Smoky Lake, as a regional partner with Smoky Lake County, Village of Waskatenau and Village of Vilna agrees to pursue for the extension to April 1, 2021 to complete the Intermunicipal Collaboration Frameworks (ICF's); and with any regional partners established to complete the Intermunicipal Development Plans (IDP's), in accordance with the Ministerial Order No. MSL: 047/18 issued on July 19, 2018 by Honourable Shaye Anderson, Minister of Municipal Affairs; and submit a copy of resolution within 90 days to the Minister.

CARRIED

9.3 Keystone Realty Agreement with Town of Smoky Lake

MOTION: 3562/18

MOVED by Deputy Mayor Kotylak that the Keystone Realty Agreement presented be deferred for more information; and brought back to the next Regular Council Meeting.

CARRIED

9.4 Alberta Community Partnership (ACP) Internship Program

MOTION: 3563/18

MOVED by Councillor Makowichuk that the Town of Smoky Lake approved the application submission sent on August 31, 2018 for the Alberta Community Partnership (ACP) Internship Program to train recent post-secondary graduates in municipal government by providing hands-on experience in different departments / functional areas; and commit \$15,000.00 for 12 months following the date the applicant is hired.

CARRIED

9.5 Motion to video record Town Council meetings

MOTION: 3564/18

MOVED by Councillor Makowichuk that the Regular Town Council Meetings be video recorded but will only be available to the public on request; and anyone requesting a copy must provide own form of electronic device with enough storage (such as USB Drive) for download.

CARRIED

Mayor Initials



CAO Initials



10. HEALTH AND PROTECTIVE SERVICES

10.1 Town of Smoky Lake Emergency Response Plan for the Annual Smoky Lake Pumpkin Weigh-off and Fair Event

MOTION: 3565/18

MOVED by Mayor Holowaychuk that the Town of Smoky Lake organize and host a meeting to prepare an Emergency Response Plan for the Annual Smoky Lake Pumpkin Weigh-off and Fair event and invite the local RCMP, George McDougall Healthcare Centre's Site Manager Gisliind Moehrle, EMS staff, Smoky Lake Fire Department, ATCO Electric staff and the Smoky Lake Pumpkin Growers Committee Members and propose that Trevor Tychkowsky, Smoky Lake County's Safety Officer / Regional Director Disaster Services, chair the meeting if available; and bring back the Emergency Response Plan to a future meeting of Council.

CARRIED

10.2 Critical Incident Stress Management (CISM) Training

MOTION: 3566/18

MOVED by Councillor Makowichuk that Administration discuss a monthly reporting schedule with the Smoky Lake Fire Chief, Juanita Cozicar to update Town Council regarding the Smoky Lake Fire Department operations, training etc.; and provide and/or present the oral report at every second Regular Council Meeting of the month.

CARRIED

10.3 Regional 3 Fall Fire Chiefs Meeting

MOTION: 3567/18

MOVED by Councillor Makowichuk that the Region 3 Fall Fire Chiefs Meeting held on September 22, 2018 at 10:00 a.m. in Lac La Biche, AB. (venue to be determined) be attended by Mayor Holowaychuk.

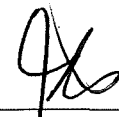
CARRIED

11. RECREATION AND CULTURE

No items were discussed at the meeting.

12. ECONOMIC DEVELOPMENT

No items were discussed at the meeting.



13. LANDS, PLANNING AND DEVELOPMENT

13.1 Bylaw 007-18 - Land Use Bylaw (Second & Third Readings)

MOTION: 3568/18

MOVED by Councillor Makowichuk that council direct administration and Municipal Planning Services (MPS) to prepare a report and recommendations resulting from the information presented at the Land Use Bylaw 007-18 Public Hearing held on September 4, 2018 at the Town Council Chambers in Smoky Lake, AB. relating to the following matters:

1. Does the draft LUB state clearly who is responsible for costs associated with providing municipal infrastructure to new development or redevelopment areas (driveways, sanitary, water, utilities)?
2. Are there any mapping errors on the LUB map that are still outstanding and need to be corrected prior to 2nd and 3rd reading?
3. Should the minimum width of a manufactured home in the RMH1 District be increased?

;and be presented at the Regular Council meeting held on October 2, 2018 prior to Council's consideration of 2nd and 3rd reading of Bylaw 007-18."

CARRIED

13.2 Land Donation to the Town of Smoky Lake

MOTION: 3569/18

Item 13.2 was discussed at item 7.6.

14. CORRESPONDENCE

14.1 Ukraine Twinning Email

MOTION: 3570/18

MOVED by Councillor Whitelaw that the email dated August 28, 2018 from Shaun Green and replied by Vitaliy Milentyev on August 30, 2018 regarding Vitaliy Milentyev attending the next Regional Community Development Committee (RCDC) committee meeting to discuss the Ukraine Twinning initiative, be filed for information.

CARRIED



14.2 Lakeland Primary Care Network

MOTION: 3571/18

MOVED by Councillor Makowichuk that the letter dated August 27, 2018 from Robb Foote, Executive Director – Lakeland Primary Care Network (PCN) regarding the selection of building 151 White Earth Street for Lakeland PCN satellite site, be accepted for information.

CARRIED

14.3 N.E Muni-Corr Ltd. Invitation

MOTION: 3572/18

MOVED by Councillor Makowichuk that the N.E Muni-Corr Ltd. Poker Chip Ride invitation from St. Paul to Heinsburg held on Sunday, September 9, 2018, be filed for information.

CARRIED

14.4 MPE Engineering Ltd.

MOTION: 3573/18

MOVED by Councillor Makowichuk that the email dated August 22, 2018 from Mirek Grzeszczuk, Edmonton Region Manager for MPE Engineering Ltd. regarding an invitation to Town Council members for dinner on Monday, November 19, 2018 during the Rural Municipalities Association (RMA) conference in Edmonton, be accepted for information; and notify Administration if attending by October 2, 2018.

CARRIED

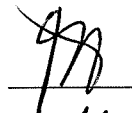
14.5 Northern Lights Library System

MOTION: 3574/18

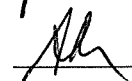
MOVED by Mayor Holowaychuk that the Town of Smoky Lake acknowledge receipt of the letter dated August 23, 2018 from the Mayor of Lac La Biche County, Omer Moghrabi; and the Town of Smoky Lake respond by providing a letter of support to Lac La Biche County Mayor, Omer Moghrabi regarding the five points recommended by the Lac La Biche County Library Board.

CARRIED

Mayor Initials



CAO Initials



MOTION: 3575/18

MOVED by Councillor Makowichuk that the Town of Smoky Lake appoint Melody Kaban to represent the Town of Smoky Lake at the September 8, 2018 Northern Lights Library Board meeting held in Elk Point, AB; and the Town provide reimbursement in the amount of \$175.00 to attend the meeting, plus mileage.

CARRIED

14.6 Alberta Transportation Meeting Invitation

MOTION: 3576/18

MOVED by Deputy Mayor Kotylak that Administration contact Rose Phillips, Regional Director of Alberta Transportation, requesting a meeting with Alberta Transportation and Town of Smoky Lake Council to be held on Thursday, September 27, 2018 at the Alberta Urban Municipalities Association (AUMA) Convention and Trade Show located in the David Thompson Ballroom Center Meeting Room at the Radisson Hotel in Red Deer, AB.; and discuss speed reduction at the intersection of Highway 28 and 855, future projects on Highways 28 and 855, update on Carillion's status (highway maintenance) and an opportunity to discuss a possible location of a truck stop in Smoky Lake, AB.

CARRIED

14.7 Alberta Recreation & Parks Association (ARPA)

MOTION: 3577/18

MOVED by Councillor Makowichuk that the invitation for the 2nd Annual Greener Facilities Conference and Expo presented by the Alberta Recreation and Parks Association held on November 14 – 15, 2018 at the Edmonton Inn and Conference Centre, be filed for information.

CARRIED

14.8 Eastlink Television Service

MOTION: 3578/18

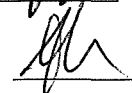
MOVED by Councillor Makowichuk that the letter dated August 24, 2018 from Krystina Colicchio, Sales and Marketing Manager of Eastlink informing the Town of Smoky Lake that as of October 1, 2018 Eastlink will no longer be providing television services in the Town of Smoky Lake, be accepted for information; and Administration post the letter on the Town Website and Facebook page. Further to that, Administration contact Eastlink to inquire about the demobilization of equipment in the Town of Smoky Lake for possible use in the future.

CARRIED

Mayor Initials



CAO Initials



14.9 Alberta Health Services

MOTION: 3579/18

MOVED by Mayor Holowaychuk that the bulletin information from Alberta Health Services regarding the modification to the existing heliport at the George McDougall Healthcare Centre in Smoky Lake, AB., be filed for information.

CARRIED

14.10 North East Muni-Corr Ltd. Agenda and Minutes

MOTION: 3580/18

MOVED by Deputy Mayor Kotylak that the North East Muni-Corr Ltd. Board Minutes of the August 13 & 31, 2018 and the September 10, 2018 upcoming meeting Agenda, be filed for information; and Councillor Makowichuk's report regarding the August 31, 2018 N.E Muni-Corr meeting, be accepted for information.

CARRIED

15. EXECUTIVE SESSION (In-Camera)

MOTION: 3581/18

MOVED by Councillor Makowichuk to go in-camera to discuss the following issues at 5:49 p.m.:

- Land issue – Request to Purchase Town Land (FOIP s. 24)

CARRIED

MOTION: 3582/18

MOVED by Councillor Makowichuk to come out of camera at 6:22 p.m.

CARRIED

Mayor Holowaychuk called a recess at 6:23 p.m. and reconvened at 6:47 p.m.



16. BUSINESS FROM EXECUTIVE SESSION (Out of Camera)

Councillor Whitelaw declared a pecuniary interest with respect to: Motion 3583/18, in Executive Session discussion concerning the request to Town Council of the subdivision on Town land located at Plan 0624974, Block 7, Lot 22. Councillor Whitelaw did not participate in discussion or voting on related matters.

Councillor Whitelaw left the Council Chambers at 5:58 p.m. and returned at 6:23 p.m.

MOTION: 3583/18

MOVED by Councillor Makowichuk that Administration investigate costs involved in subdividing Plan 0624974, Block 7, Lot 22 and respond to the individual that Town Council is interested in subdividing approximately 78 x 100 feet for an estimated cost of \$25,000 – \$40,000; and will require a permanent structure, a paved parking lot and the purchaser will be responsible for all utility services such as water, sewer, gas and power as per Town of Smoky Lake's Utility Bylaw 007-17.

CARRIED

17. ADJOURNMENT

MOTION: 3584/18

MOVED by Councillor Whitelaw to adjourn the meeting at 9:13 p.m.

CARRIED



Hank Holowaychuk
Mayor



Adam Kozakiewicz
Chief Administrative Officer



