

**TOWN OF SMOKY LAKE
ORGANIZATIONAL COUNCIL MEETING
TOWN COUNCIL CHAMBERS
October 23, 2018 5:00 p.m.**

PRESENT:

Hank Holowaychuk	Mayor
Daniel Kotylak	Deputy Mayor
Terry Makowichuk	Councillor (attended via "go to meeting")
Melody Morton	Councillor
Ross Whitelaw	Councillor

STAFF IN ATTENDANCE:

Crystal Letwin	Finance Assistant
Tamara Flondra	Accounting Clerk

1. CALL TO ORDER

Mayor Holowaychuk called the October 23, 2018 Organizational Council Meeting to order at 5:21 p.m.

2. APPROVAL OF THE AGENDA

MOTION: 3702/18 **MOVED** by Deputy Mayor Kotylak to approve the October 23, 2018 Organizational Council meeting Agenda, as presented.

CARRIED

3. NEW BUSINESS

3.1 Election of Deputy Mayor

The position of Deputy Mayor is elected annually at the Organizational meeting. Mayor Holowaychuk called for nominations for Deputy Mayor.


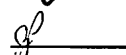
Councillor Makowichuk nominated Councillor Morton. Councillor Morton accepted the nomination.

Councillor Whitelaw nominated Deputy Mayor Kotylak. Deputy Mayor Kotylak accepted the nomination.

Mayor Holowaychuk called three more times for nominations. There were no further nominations.

MOTION: 3703/18 **MOVED** by Councillor Whitelaw that nominations cease.

CARRIED UNANIMOUSLY

Mayor Initials 
CAO Initials 

An election by open vote was held.
Councillor Morton was appointed to the position of Deputy Mayor by majority vote.

Mayor Holowaychuk declared Councillor Morton as the Deputy Mayor of the Town of Smoky Lake and thanked Dan Kotylak for the previous year as Deputy Mayor.

Councillor Morton swore the Oath of Office for Deputy Mayor in accordance with section 156 of the Municipal Government Act and as prescribed by the Oaths of Office Act.



Oath – Deputy Mayor

I, Melody Morton, having been elected to the office of Deputy Mayor in the Town of Smoky Lake.

DO SOLEMNLY PROMISE AND DECLARE THAT:

1. I will truly, faithfully and impartially, to the best of my knowledge and ability, perform the duties of this office;
2. I have not received and will not receive any payment or reward or promise of payment or reward for the exercise of any corrupt practice or other undue execution of this office.
3. I will disclose any pecuniary interest as required by and in accordance with *The Municipal Government Act*.

DECLARED before me at Smoky Lake, Alberta
this 23rd day of October, 2018.

Melody Morton
Deputy Mayor

Hank Holowaychuk
Mayor

3.2 Appointment of Signing Authorities

MOTION: 3704/18

MOVED by Councillor Makowichuk that Mayor Hank Holowaychuk, Deputy Mayor Melody Morton, Chief Administrative Officer Adam Kozakiewicz, and Finance Assistant/ Legislative Services, Crystal Letwin, be appointed to have signing authority on behalf of the Town of Smoky Lake; and Deputy Mayor Daniel Kotylak be deleted as a signing authority effective October 23, 2018.

CARRIED

Mayor Initials

CAO Initials

3.3 Procedural Bylaw 008-17 and Procedural Bylaw Amendment 006-18

MOTION: 3705/18

MOVED by Mayor Holowaychuk that Administration research the cost of Livestreaming the Town Council Meetings and amend the Procedural Bylaw if costs do not exceed \$2,500.00; and bring back to a future meeting of Council.

DEFEATED

3.4 Policy A14 - Honorariums, Per Diems and Expenses

MOTION: 3706/18

MOVED by Councillor Kotylak that Town of Smoky Lake Policy A14 Honorarium, Per Diems, and Expenses be **amended** as follows:

2.0 Honorariums & Per Diems:

- 2.0 a) i – Mayor - \$650.00 to **\$600.00** per month
ii – Councillor - \$350.00 to **\$300.00** per month

- 2.0 c) Councillors are eligible to claim \$175.00 per diem for required travel of 200 km or greater on the day before to attend meetings, conventions / conferences and / or functions.

5.0 Meal Allowance:

5.0 Meal Allowance title to include **“and Phone”**

- a) ii – 1. Breakfast - \$15.00 to **\$20.00**

- e) **Councillors are eligible for a telephone allowance in the amount of \$50.00 per month.**

CARRIED

Mayor Holowaychuk called a recess at 6:37 p.m. and reconvened at 6:50 p.m.

3.5 Schedule “A” & “B” - Appointments to Council Committees

MOTION: 3707/18

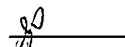
MOVED by Councillor Whitelaw that the Appointments to Council Committees - Schedule “A” & “B” be amended as follows:

1. Northern Lights Regional Library:

- Delete Alternate Councillor Makowichuk and replace with Member-at-Large Melody Kaban.

2. Regional Fire Services:

- Add Alternate Mayor Holowaychuk.



3. Smoky Lake Agricultural Society

- Add Councillor Whitelaw as an Interim replacement for Councillor Makowichuk.



2018 - 2019 Council Committees Schedule "A"

<u>Committee</u>	<u>Committee Member</u>	<u>Alternate</u>
<i>Asterisk (*) means alternates are paid to attend committee meetings</i>		
Alberta Hub	Councillor Whitelaw	Deputy Mayor Morton
Alberta's Lakeland Tourism Marketing Association	Councillor Whitelaw	Councillor Makowichuk
Community Futures	Councillor Whitelaw	
Doctor Recruitment and Retention Committee	Mayor Holowaychuk Councillor Kotylak	Councillor Whitelaw
Economic Developers Alberta (EDA)	Councillor Kotylak	Councillor Makowichuk
Evergreen Waste Management Commission*	Councillor Kotylak	Mayor Holowaychuk
Family and Community Support Services Board FCSS*	Deputy Mayor Morton	Councillor Makowichuk
Gas Federation	Mayor & Council	
Highway 28/63 Water Service Commission * (2 Seats)	Mayor Holowaychuk Councillor Kotylak	Councillor Makowichuk
Intermunicipal Collaboration Framework (ICF) *	Councillor Kotylak	Mayor Holowaychuk
Joint Fire Department Committee	Mayor & Council	
Joint Municipalities	Mayor & Council	
Kalya Country Destination Marketing Association	Councillor Makowichuk	
Municipal Planning Commission	Councillor Makowichuk	Deputy Mayor Morton
North-East Muni-Corr Corporation	Councillor Makowichuk	Councillor Whitelaw
Northern Lights Regional Library	Deputy Mayor Morton	Melody Kaban (Member-at-Large)
Regional Community Development Committee (RCDC) *	Mayor Holowaychuk Councillor Kotylak	Councillor Whitelaw


Mayor Initials

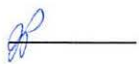
CAO Initials



**2018 - 2019 Council Committees
Schedule "A" (continued)**

Regional Emergency Advisory	Councillor Whitelaw	Councillor Kotylak
Regional Fire Services	Councillor Kotylak Councillor Makowichuk	Mayor Holowaychuk
Smoky Lake Agricultural Society *	Deputy Mayor Morton	<i>Interim – Councillor Whitelaw for Councillor Makowichuk</i>
Smoky Lake Foundation * (1 Seat)	Councillor Kotylak	Mayor Holowaychuk
Smoky Lake Community Daycare Co-op	Deputy Mayor Morton	
Smoky Lake Mineral Rights Development Company	Mayor & Council	
Smoky Lake Municipal Library Board	Deputy Mayor Morton	
Subdivision and Development Appeal Board	Councillor Whitelaw	Councillor Kotylak

Mayor Initials 

CAO Initials 



**2018 - 2019 Voluntary Community Committees
Schedule "B"**

<u>Committee</u>	<u>Committee Member</u>	<u>Alternate</u>
Algonquin Shooting Club	Councillor Kotylak	
Flower Power	Mayor & Council	
Friends of CN	Deputy Mayor Morton	
Smoky Lake Curling Club	Deputy Mayor Morton	
Smoky Lake & District Chamber of Commerce	Councillor Whitelaw	
Smoky Lake Pumpkin Growers Association	Councillor Whitelaw	
Smoky Lake Riding Club	Mayor Holowaychuk	
Smoky Lake Rural Crime Watch	Councillor Makowichuk	
Smoky Lake Senior Citizens Club	Councillor Kotylak	
Smoky Lake Town & Country Golf Club	Councillor Makowichuk	
Smoky Lake Trail Twisters	Councillor Kotylak	


CARRIED


3.6 Schedule "C" - Regular Council Meeting Schedule 2018-19

MOTION: 3708/18

MOVED by Councillor Makowichuk that the Regular Council Meeting Schedule - Schedule "C" be amended as follows:

- Add December 3, 2018 Budget Meeting at 6:00 p.m.
- Delete December 4, 2018 Regular Council Meeting.

Mayor Initials 

CAO Initials 



Schedule "C" - Regular Council Meeting Schedule
 Town of Smoky Lake Council Chambers – 5:00 p.m.

- 📅 November 6, 2018
- 📅 December 3, 2018 - Budget Meeting at 6:00 p.m.
- 📅 December 18, 2018
- 📅 January 8 and 22, 2019
- 📅 February 5 and 19, 2019
- 📅 March 5 and 19, 2019
- 📅 April 2 and 16, 2019
- 📅 May 7 and 21, 2019
- 📅 June 4 and 18, 2019
- 📅 July 2 and 16, 2019
- 📅 August 6 and 20, 2019
- 📅 September 3 and 17, 2019
- 📅 October 1 and 15, 2019 (Organizational Meeting date to be determined)

NOVEMBER 2018	DECEMBER 2018	JANUARY 2019	FEBRUARY 2019
SUN MON TUE WED THU FRI SAT	SUN MON TUE WED THU FRI SAT	SUN MON TUE WED THU FRI SAT	SUN MON TUE WED THU FRI SAT
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MARCH 2019	APRIL 2019	MAY 2019	JUNE 2019
SUN MON TUE WED THU FRI SAT	SUN MON TUE WED THU FRI SAT	SUN MON TUE WED THU FRI SAT	SUN MON TUE WED THU FRI SAT
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JULY 2019	AUGUST 2019	SEPTEMBER 2019	OCTOBER 2019
SUN MON TUE WED THU FRI SAT	SUN MON TUE WED THU FRI SAT	SUN MON TUE WED THU FRI SAT	SUN MON TUE WED THU FRI SAT
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CARRIED

3.7 Town Council Open House

MOTION: 3709/18

MOVED by Deputy Mayor Morton that the Town of Smoky Lake's Annual Open House be held on May 1, 2019 from 6:00 p.m. – 8:00 p.m. (venue to be determined) to discuss the Town of Smoky Lake's final audited 2018 Financial Statement.

CARRIED

Mayor Initials

CAO Initials

4. OTHER BUSINESS

No items were discussed at the meeting.

5. ADJOURNMENT


MOTION: 3710/18

MOVED by Councillor Kotylak to adjourn the meeting at 7:20 p.m.

CARRIED



Hank Holowaychuk
Mayor



Adam Kozakiewicz
Chief Administrative Officer

Mayor Initials 

CAO Initials 