

**TOWN OF SMOKY LAKE
REGULAR COUNCIL MEETING
TOWN COUNCIL CHAMBERS
March 3, 2020 4:00 p.m.**

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

1. CALL TO ORDER

Mayor Holowaychuk called the March 3, 2020 Regular Town Council Meeting to order at 4:00 p.m.

2. APPROVAL OF THE AGENDA

MOTION: 095-2020 **MOVED** by Councillor Kotylak to approve the March 3, 2020 Regular Town Council Meeting Agenda with the following addition:

- 16.1 (FOIP s.17) Personnel issue – Smoky Lake Fire Department Annual General Meeting

CARRIED

3. ADOPTION OF PREVIOUS MINUTES

3.1 February 18, 2020 Regular Council Meeting

MOTION: 096-2020 **MOVED** by Councillor Morton to adopt the Town of Smoky Lake's Minutes of the February 18, 2020 Regular Council Meeting, as presented.

CARRIED

4. DELEGATIONS

No delegations attended the meeting.

5. QUESTION PERIOD

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



6. FAMILY AND COMMUNITY SUPPORT SERVICES (FCSS)

No items were discussed under "Family and Community Support Services".

7. PUBLIC WORKS

7.1 Public Works Foreman's Report

Public Works Report Feb 18 Mar 3, 2020

- Added gravel to dip on 855 [50St] south water valve dip [forgot last report] will continue to touch up
- Back blading driveways [ridges from sweeper/non shoveling]
- Changed brushes on sweeper[welded on broom[cracks]
- Bladed back alleys with bobcat and blade
- Swept sidewalks off [snow on Feb 21 late night early morning of Feb 22]
- Changed oil and filters on skid steer [unit 30]
- Ice breaker demo[graded shavings and removed from street with bobcat/loader
- Thawed rainwater leader at office [replaced heat tape, added heat tape from cleanout to storm main]
- Water testing equipment re calibrated [ClearTech]
- Looking for catch basins and exposing them from snow and ice
- Cleaned walking trail with snow blower
- Turned tattle tails on Feb 21 for customers with problematic freeze offs
- Removed snow piles from curling rink[snow from shoveling sidewalks]
- Removing snow ice along curbs with equipment for water flow
- Touching up some streets with grader, removing snow with bobcat/loader [slushy snow]

MOTION: 097-2020

MOVED by Councillor Morton that the oral and written Public Works Report presented by Billy McMullen, Town Public Works Foreman, be accepted for information.

CARRIED

8. NATURAL GAS

8.1 Federation of Alberta Gas Co-ops Ltd. – October 25, 2019 Meeting Minutes

MOTION: 098-2020

MOVED by Councillor Kotylak that Town of Smoky Lake acknowledge receipt of the Federation of Alberta Gas Co-ops Ltd. – 2019 Zone 3 & 4 Meeting held on October 25, 2019 at Redwater and District Pioneer Club in Redwater, AB.

CARRIED

8.2 Federation of Alberta Gas Co-ops Ltd. – 2020 Spring Zone 3 & 4 Meeting Agenda

MOTION: 099-2020

MOVED by Councillor Kotylak that Town of Smoky Lake acknowledge receipt of the Federation of Alberta Gas Co-ops Ltd. 2020 Spring Zone 3 & 4 Meeting Agenda scheduled for March 31, 2020 at the Thorhild Community Hall in Thorhild, AB.

CARRIED

Mayor Initials



CAO Initials

9. ADMINISTRATION

9.1 Chief Administrative Officer's Report

- attended the Alberta Emergency Management Agency (AEMA) 2020 Summit
- Purchased Gloves from IDA
- Worked on RFP waste collection
- Worked with Jane and Jordan on Subdivision Harvest Gold, The church property, old Continuing care building
- Attended Victoria District Economic Development Plan Meeting
- Working on Grant Municipal Climate Change Action Centre
- Signed up for CRTC my account to get the application setup for internet Due March 27
- prepared draft leases for shooting club and rodeo, and sent rodeo lease to Lydia to begin negotiation
- received a draft of AHS lease trying to get a meeting with the Minister to cut red tape

MOTION: 100-2020

MOVED by Mayor Holowaychuk that the oral and written Chief Administrative Officer's report presented by Adam Kozakiewicz, Chief Administrative Officer, be accepted for information.

CARRIED

Councillor Kotylak left the meeting at 4:50 p.m. and returned at 4:51 p.m.

9.2 Chief Administrative Officer Performance Evaluation Date

MOTION: 101-2020

MOVED by Councillor Morton that the Chief Administrative Officer's Performance Evaluation be scheduled for March 17, 2020 at the Regular Council Meeting under Executive Session (Closed Session).

CARRIED

Mayor Holowaychuk called a recess at 5:01 p.m. and reconvened at 5:10 p.m.

Mayor Initials



CAO Initials

9.3 Hauling and Disposal of Solid Waste Request for Proposal

MOTION: 102-2020

MOVED by Councillor Morton that Town of Smoky Lake approve the Request for Proposal (RFP) for the Hauling and Disposal of Solid Waste in the Town of Smoky Lake issued March 4, 2020, with the following amendments:

1. Part 1: Section 1.1 Invitation - delete "Rural Transfer Stations and Bin Sites as further described in Part 4: Deliverables".
2. Part 4, Section 4.2 Service Requirements - delete "or sell" in the sentence "Provide required number of bins to rent ~~or sell~~ to the Town".
3. Part 4, Section 4.6 Contract Term; delete "one (1) or Three (3) year" agreement. Leave in "Five (5) year" agreement.

CARRIED

9.4 Appointment of Assessment Review Board Officials for 2020

MOTION: 103-2020

MOVED by Deputy Mayor Whitelaw that Town of Smoky Lake appoint the following 2020 Capital Region Assessment Services Commission's (CRASC) Assessment Review Board (ARB) Officials for the Town of Smoky Lake:

ARB Chairman: Raymond Ralph.

Certified Clerk: Richard Barham and Tamara Flondra.

Certified Panelists: Judy Bennett, Darlene Chartrand, Tina Groszko, Stewart Hennig, Richard Knowles and Raymond Ralph.

CARRIED

No items were discussed under "Health and Protective Services".

11. RECREATION AND CULTURE

11.1 Kinette Club of Smoky Lake re: KinPark Playground Ownership

MOTION: 104-2020

MOVED by Councillor Morton that Town of Smoky Lake accept immediate ownership and responsibility for the maintenance of the new playground built at KinPark located at 4703 – 54 Avenue in Smoky Lake, fundraised by the Kinette Club of Smoky Lake, in response to the letter from Ashley Losier, President of the Kinette Club of Smoky Lake, dated January 28, 2020; and the Town of Smoky Lake insure the contents of the park indefinitely.

CARRIED

Mayor Initials

CAO Initials

12. ECONOMIC DEVELOPMENT

12.1 Alberta HUB Federal Funding Zero Plastic Waste Initiative

MOTION: 105-2020

MOVED by Councillor Morton that Town of Smoky Lake take no action regarding the Alberta HUB Federal Funding Zero Plastic Waste Initiative in Canada sent via email from Bob Bezpalko, Executive Director of the Northeast Alberta Information HUB, dated February 3, 2020.

CARRIED

13. LANDS, PLANNING AND DEVELOPMENT

No items were discussed under "Lands, Planning and Development".

14. COUNCILLOR REPORTS / UPDATES

14.1 Mayor Holowaychuk:

14.1 a) Alberta Emergency Management Agency Summit
Update re: Coronavirus Disease.

MOTION: 106-2020

MOVED by Mayor Holowaychuk that Administration reach out to Alberta Health Services, Smoky Lake Health Care Centre, EMS, H.A Kostash School and First Responders to initiate a conversation regarding the protective measures and preparedness for potential patients of the Coronavirus disease should it happen in Smoky Lake.

CARRIED

14.2 Deputy Mayor Whitelaw:

No report.

14.3 Councillor Kotylak:

No report.

14.4 Councillor Makowichuk:

No report.

14.5 Councillor Morton:

14.5 a) Smoky Lake Municipal Library – January 30, 2020 and February 11, 2020 Board Minutes and 2019 Annual Report.

Mayor Initials

CAO Initials

MOTION: 107-2020

MOVED by Deputy Mayor Whitelaw that the Councillor Reports / Updates, be accepted for information.

CARRIED

15. CORRESPONDENCE

15.1 Correspondence to file for information:

MOTION: 108-2020

MOVED by Deputy Mayor Whitelaw that the following items be filed for information:

- a) **Smoky Lake Riding Club re: 2019 Financial Statement**
- b) **Alberta Municipal Affairs re: Provincial Budget 2020**
- c) **Provincial Budget 2020 Highlights**

CARRIED

15.2 Smoky Lake Riding Club – Request for Donation

MOTION: 109-2020

MOVED by Councillor Kotylak that Town of Smoky Lake sponsor the Smoky Lake Riding Club's informal event entitled "Childrens Event – Local Charity Give-Away", held at the 2020 Smoky Lake Stampede in Smoky Lake, in the amount of \$300.00; and be allocated from the 2020 Operating Budget entitled "Grants to Individuals and Organizations".

CARRIED

15.3 Smoky Lake Holubka Dancers – Request for Donation

MOTION: 110-2020

MOVED by Mayor Holowaychuk that Town of Smoky Lake sponsor the Smoky Lake Holubka Dancers with the aid in purchasing costumes in the amount of \$500.00; and be allocated from the 2020 Operating Budget entitled "Grants to Individuals and Organizations".

CARRIED

16. EXECUTIVE SESSION (Closed Session)

MOTION: 111-2020

MOVED by Councillor Kotylak to go into Closed Session to discuss the following matter at 5:55 p.m.:

1. Personnel issue – Smoky Lake Fire Department Annual General Meeting

CARRIED

Mayor Initials



CAO Initials



MOTION: 112-2020

MOVED by Councillor Morton to come out of Closed Session at 6:14 p.m.

CARRIED

17. BUSINESS FROM EXECUTIVE SESSION (Out of Closed Session)

MOTION: 113-2020

MOVED by Mayor Holowaychuk that Town of Smoky Lake take no action regarding the Smoky Lake Fire Department's Annual General Meeting discussion held in Closed Session.



CARRIED


18. ADJOURNMENT

MOTION: 114-2020

MOVED by Councillor Morton to adjourn the meeting at 6:25 p.m.

CARRIED

 _____ Hank Holowaychuk Mayor	 _____ Adam Kozakiewicz Chief Administrative Officer
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Mayor Initials 
CAO Initials 