

**TOWN OF SMOKY LAKE
REGULAR COUNCIL MEETING
TOWN COUNCIL CHAMBERS
April 7, 2020 5:00 p.m.**

PRESENT:	Hank Holowaychuk	Mayor
	Ross Whitelaw	Deputy Mayor (attended the meeting via "gotomeeting").
	Daniel Kotylak	Councillor
	Melody Morton	Councillor
	Terry Makowichuk	Councillor (joined the meeting at 7:33 p.m. via "gotomeeting").
STAFF IN ATTENDANCE:	Adam Kozakiewicz	Chief Administrative Officer
	Crystal Letwin	Finance Assistant / Legislative Services
	Billy McMullen	Public Works Foreman

1. CALL TO ORDER

Mayor Holowaychuk called the April 7, 2020 Regular Town Council Meeting to order at 5:00 p.m.

2. APPROVAL OF THE AGENDA

MOTION: 163-2020 **MOVED** by Deputy Mayor Whitelaw to approve the April 7, 2020 Regular Town Council Meeting Agenda with the following addition:

- Allow a recess for 15 minutes to watch the Premier's Address: Update on COVID-19 Pandemic at 6:00 p.m. on Global News.

CARRIED UNANIMOUSLY

3. ADOPTION OF PREVIOUS MINUTES

3.1 March 17, 2020 Regular Council Meeting

MOTION: 164-2020 **MOVED** by Councillor Morton to adopt the Town of Smoky Lake's Minutes of the March 17, 2020 Regular Council Meeting, as presented.

CARRIED

3.2 March 24, 2020 Reconvened Council Meeting from March 17, 2020

MOTION: 165-2020 **MOVED** by Deputy Mayor Whitelaw to adopt the Town of Smoky Lake's Minutes of the March 24, 2020 Reconvened 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 Mar 17 - Apr 7, 2020

- Pumping water at various locations in town
- Replaced old garbage cans with ones with locking lids [in cement cribbing] [some left to do, old cans frozen inside]
- Put caution tape along with signs at playgrounds closing them to the public [Stark Park, Lions, Kinettes and Spray Park]
- Changed water meter at 108 Wheatland Ave [our maintenance]
- Read gas/water meters
- Swept sidewalks
- Started working on picnic tables [replacing boards, painting frames included]
- Started working on benches [replacing boards, painting]
- Started working on barricades [replacing boards, painting adding reflective tape]
- Replaced hydraulic hose on loader [old cracked leaking]
- Graded priority routes along with [Wildrose, McDougall, white Earth St south [of Wildrose] Willow Creek north, 42nd Ave, 54th St, Toporoutz road, 51st/30th Ave, 50th St, and road south of 44th Ave [mar 31st]
- Graded main streets along with willow creek south, Museum road, road in front of carwash, 48th Ave east [Apr 1st]
- Changed oil on grasshopper lawnmowers [x2]
- Graded snow at gas wells for phase II
- Ordered two handicap signs with directional arrows [drop in center parking]
- Snow blew walking trail [Mar 31st] [Apr 2nd]

Mayor Initials



CAO Initials

- Cleaned sidewalks [Mar 31st]
- Added cold mix to water valve dip at 4 way stop [to lessen the bump. Still could use more, not sure since its being paved]
- Trimmed tree branches on 46th Ave south of 4604-50St [grader hitting them]
- Fixed stop sign at 3 way stop [someone drove over cement island along with sign] [done on Feb 28th forgot to include on last two reports]
- Bobcat down [new motor,3 pistons came apart]
- Graded complex parking lot [pavement part]
- Graded 52nd Ave
- Graded alley behind Bar-V-Nook [x2, stayed late once to grade water was starting to flow into back driveways]
- Graded old nursing home parking lot
- Graded alley from harvest gold to 42nd Ave
- Snow blowing alleys with snow blower [unit 22]
- Replaced carburetor on unit 402[yellow fire truck, gasket, seals old dried and cracked leaking gas]
- Gas service call at 57 white earth St [gas valve on riser leaking, added grease]
- Working on covid 19[pandemic planning for water and wastewater][having coverage, supplies for at least two months, keep workers safe and facilities operating as normal]

MOTION: 166-2020

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

Councillor Morton left the meeting at 5:13 p.m. and returned at 5:15 p.m.

8. NATURAL GAS

No items were discussed under "Natural Gas".

9. ADMINISTRATION

9.1 Chief Administrative Officer's Report

- Attended numerous virtual meetings regarding the COVID-19 pandemic.
- Attended the Smoky Lake Pumpkin Growers Assoc. meeting held virtually on March 6, 2020.

MOTION: 167-2020

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

CARRIED

Mayor Initials

CAO Initials

9.2 Alberta Counsel re: Replenish and Ongoing Retainer Agreement

MOTION: 168-2020

MOVED by Mayor Holowaychuk that Town of Smoky Lake include Alberta Counsel as one of the legal representatives for Year 2020 for the Town of Smoky Lake; and Administration sign the formal retainer acknowledgement to confirm legal services, in reference to the letter from Jonathon Wescott, Alberta Counsel, dated March 24, 2020.

CARRIED

9.3 Town of Smoky Lake Action List for December 3, 2019 – March 24, 2020

MOTION: 169-2020

MOVED by Deputy Mayor Whitelaw that Town of Smoky Lake approve the Town's Action List for December 3, 2019 – March 24, 2020, as presented.

CARRIED

Councillor Morton left the meeting at 5:53 p.m. and returned at 5:55 p.m.

Town Council watched the Premier's Address at 6:01 p.m. till 6:17 p.m. in the Council Chambers.

Mayor Holowaychuk called a recess at 6:17 p.m. and reconvened at 6:25 p.m.

9.4 Algonquin Shooting Sports Association Purchase or Lease Request

MOTION: 170-2020

MOVED by Councillor Morton that Town of Smoky Lake propose to enter into a Lease Agreement with the Algonquin Shooting Sports Association for a duration of twenty-five (25) years, legal description: North and a portion of the Southwest quarter of Section twenty-seven (27), Township fifty-nine (59), Range seventeen (17), West of the fourth (4th) Meridian in the Province of Alberta; in reference to the letter from Dennis Holowaychuk, Sec.-Treasurer of the Algonquin Shooting Sports Association, dated January 31, 2020; and Administration provide the final version to Council for review/approval.

CARRIED

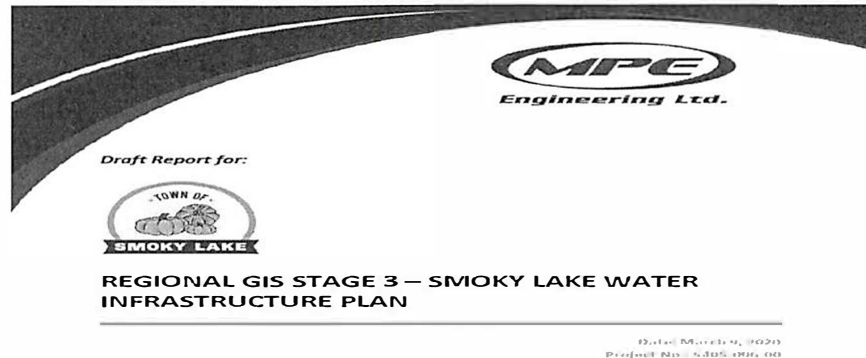
9.5 Town of Smoky Lake Regional Geographic Information System (GIS) – Smoky Lake Water Infrastructure Plan

MOTION: 171-2020

MOVED by Councillor Morton that Town of Smoky Lake accept the 426-page draft Regional Geographic Information System (GIS) Stage 3 – Smoky Lake Water Infrastructure report from MPE Engineering Ltd., dated March 9, 2020,



Project No.5405-006-00; in reference to the Alberta Community Partnership (ACP) Grant received by Town of Smoky Lake; and file on municipal server, drive H, named ``GIS data shape files and GIS Infrastructure Plans (ACP).



CARRIED

10. HEALTH AND PROTECTIVE SERVICES

10.1 Town of Smoky Lake Fire Chief’s Report

Juanita Cozicar, Fire Chief for the Town of Smoky Lake did not attend the meeting.

MOTION: 172-2020

MOVED by Mayor Holowaychuk that Town of Smoky Lake send a letter to the Smoky Lake Fire Department and send a carbon copy to Juanita Cozicar, Interim Fire Chief for the Town of Smoky Lake, regarding the motion made at the March 17, 2020 Regular Council Meeting:

Motion: 126-2020 MOVED by Councillor Makowichuk that Town of Smoky Lake appoint Juanita Cozicar as the Interim Town of Smoky Lake Fire Chief for a six (6) month term with a new list of duties required (as discussed in Closed Session); and be reviewed by Town Administration in three (3) months.

Further to that, Council requests an official letter be sent to the Town of Smoky Lake from the Smoky Lake Fire Department regarding the Fire Chief election results made at the Annual General Meeting on March 4, 2020.

CARRIED

MOTION: 173-2020

MOVED by Councillor Morton that Town of Smoky Lake Fire Bylaws be added to the next Regular Council Meeting for review: Fire Protection Services Bylaw 736-98 and Fire Services Bylaw 012-07.

CARRIED

Mayor Initials

CAO Initials

10.2 Borderlands Emergency Management Mutual Aid Agreement

MOTION: 174-2020

MOVED by Councillor Kotylak that Town of Smoky Lake enter into the Borderlands Emergency Management Mutual Aid Agreement between the following jurisdictions effective April 7, 2020:

CITY OF LLOYDMINSTER, REGIONAL MUNICIPALITY OF WOOD BUFFALO, RM OF MANITOU LAKE #442, RM OF BRITANIA #502, RM OF WILTON #472, TOWN OF MARSHALL, TOWN OF LASHBURN, RM OF SENLAC #411, RM OF CUTKNIFE #439, TOWN OF CUTKNIFE, RM OF EYEHILL #382, TOWN OF MACKLIN, COUNTY OF VERMILION RIVER #24, TOWN OF VERMILION, VILLAGE OF DEWBERRY, VILLAGE OF KITSCOTY, VILLAGE OF MARWAYNE, VILLAGE OF PARADISE VALLEY, COUNTY OF MINBURN #27, TOWN OF VEGREVILLE, VILLAGE OF MANNVILLE, CITY OF COLD LAKE, BUFFALO LAKE METIS SETTLEMENT, ELIZABETH METIS SETTLEMENT, FISHING LAKE METIS SETTLEMENT, KIKINO METIS SETTLEMENT, MUNICIPAL DISTRICT OF BONNYVILLE #87, TOWN OF BONNYVILLE, VILLAGE OF GLENDON, LAC LA BICHE COUNTY, COUNTY OF ST PAUL, TOWN OF ST PAUL, TOWN OF ELK POINT, COUNTY OF ATHABASCA, TOWN OF ATHABASCA, VILLAGE OF BOYLE, SMOKY LAKE COUNTY, VILLAGE OF VILNA, VILLAGE OF WASKATENAU, TWO HILLS COUNTY, TOWN OF TWO HILLS, MD OF WAINWRIGHT No. 61, TOWN OF WAINWRIGHT, VILLAGE OF IRMA, MUNICIPAL DISTRICT OF PROVOST, TOWN OF PROVOST, VILLAGE OF AMISK, VILLAGE OF CZAR, VILLAGE OF MYRNAM, VILLAGE OF HUGHENDEN, FLAGSTAFF COUNTY, TOWN OF DAYSLAND, TOWN OF KILLAM, TOWN OF SEDGEWICK, TOWN OF HARDISTY, VILLAGE OF ALLIANCE, VILLAGE OF FORESTBURG, VILLAGE OF HEISLER, VILLAGE OF LOUGHEED, BEAVER COUNTY, WESTLOCK COUNTY, TOWN OF WESTLOCK, VILLAGE OF CLYDE, THORHILD COUNTY, LAMONT COUNTY, TOWN OF LAMONT, VILLAGE OF CHIPMAN, TOWN OF MUNDARE, VILLAGE OF ANDREW And BRUDERHEIM.

WHEREAS a major Emergency could affect a First Nation, Metis Settlement or Municipality to such a degree that local resources would be inadequate to cope with the situation;

AND WHEREAS the Jurisdictions that are a Party to this Agreement (the "Parties") each provide emergency response services within their respective boundaries;

AND WHEREAS the Parties wish to make prearrangements for prompt Emergency action in support of any one Jurisdiction in the group which may be affected or threatened by a major Emergency and requires assistance;

AND WHEREAS the Parties wish to enter into this Agreement to formalize the systems and procedures for which emergency services can be utilized in order for a Party to request mutual aid and assistance from the other Parties to this Agreement, and respond to such requests;

AND WHEREAS each jurisdiction that is a signatory to this Agreement agrees to be a Party in this Emergency Management Mutual Aid Agreement;

CARRIED

11. RECREATION AND CULTURE

No items were discussed under "Recreation and Culture".

12. ECONOMIC DEVELOPMENT

No items were discussed under "Economic Development".

Mayor Initials

CAO Initials

13. LANDS, PLANNING AND DEVELOPMENT

13.1 Extend Planning Services Contract with Jordan Ruegg and Kyle Schole for Town Projects

MOTION: 175-2020

MOVED by Councillor Kotylak that Town of Smoky Lake extend the Planning Services contract with Jordan Ruegg and Kyle Schole to include **any** development project in the Town of Smoky Lake, as deemed necessary by the Development Officers.

CARRIED

13.2 Town of Smoky Lake Development Permit for Zane Huchulak & Glenda McGinnis

MOTION: 176-2020

MOVED by Councillor Morton that Town of Smoky Lake Council approve, as a development authority through Direct control, the Town Development Permit no. 2020-01 for Zane Huchulak and Glenda McGinnis, application dated February 27, 2020, to construct a Single Family Detached Dwelling, Carport & 2,016 sq. ft. Shop; located at legal description: Lot 14, Block 1, Plan 182 3408; conditional of Alberta Transportation's approval. Further to that, the Development Officer sign the application on Council's behalf.

CARRIED

14. COUNCILLOR REPORTS / UPDATES

14.1 Mayor Holowaychuk:

- Attended the Regional Community Development Committee Meeting (RCDC) virtually.

14.2 Deputy Mayor Whitelaw:

- Attended the Regional Community Development Committee Meeting (RCDC) virtually.
- Planning to watch a presentation focused in Calgary regarding the COVID-19 pandemic.

14.3 Councillor Kotylak:

No report.

14.4 Councillor Makowichuk:

Was not in attendance for the reports.



14.5 Councillor Morton:

No report.

MOTION: 177-2020

MOVED by Councillor Kotylak that the Councillor Reports / Updates, be accepted for information.

CARRIED

15. CORRESPONDENCE

15.1 Correspondence to file for information:

MOTION: 178-2020

MOVED by Councillor Morton that the following items be filed for information:

- a) Mar 3 – Lac La Biche County’s 2020 Healthier Communities Golf Tournament
- a) Mar 26 – STARS Foundation re: Future meeting with
- b) Council to discuss sponsorship
- c) 2019-20 Alberta Community Partnership Intermunicipal
- d) Collaboration – Waskatenau
- e) 2019-20 Alberta Community Partnership Intermunicipal
- f) Collaboration – Smoky Lake County
- g) 2019-20 Alberta Community Partnership Intermunicipal
- h) Collaboration – Town of Smoky Lake
- i) Waskatenau United Church 100th Anniversary

CARRIED

16. EXECUTIVE SESSION (Closed Session)

Deputy Mayor Whitelaw left the meeting at 7:21 p.m. and did not return.

Councillor Makowichuk arrived at the meeting at 7:33 p.m.

MOTION: 179-2020

MOVED by Councillor Kotylak to go into Closed Session to discuss the following matters at 7:22 p.m.:

- 1. (FOIP s.18) Alberta Health Services, North Zone Update on COVID-19.
- 2. (FOIP s.16) Letter re: request from 1705374 Alberta Ltd. to Waive Penalties and Charges.

CARRIED

Mayor Initials

CAO Initials

MOTION: 180-2020

MOVED by Councillor Makowichuk to come out of Closed Session at 8:04 p.m.

CARRIED

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

MOTION: 181-2020

MOVED by Mayor Holowaychuk that Town of Smoky Lake waive the outstanding tax penalty for 1705374 Alberta Ltd., Roll no. 6000015, in the amount of \$9,477.19; in reference to the letter from Brian and Leesa Jones, dated March 24, 2020.

CARRIED

MOTION: 182-2020

MOVED by Councillor Morton that Town of Smoky Lake accept the North Zone Update on COVID-19 correspondence from Alberta Health Services, dated April 3, 2020, as presented in Closed Session.

CARRIED

18. ADJOURNMENT

MOTION: 183-2020

MOVED by Councillor Morton to adjourn the meeting at 8:06 p.m.

CARRIED

Hank Holowaychuk
Mayor

Adam Kozakiewicz
Chief Administrative Officer