



TOWN OF SMOKY LAKE
Minutes of the Regular Council Meeting
 Held on Tuesday, March 16, 2021 at 5:00 p.m.
 Virtually at <https://www.gotomeet.me/SmokyLake>

Present:	Hank Holowaychuk	Mayor	Virtually Present
	Terry Makowichuk	Deputy Mayor	Virtually Present
	Daniel Kotylak	Councillor	Virtually Present
	Melody Morton	Councillor	Virtually Present
	Ross Whitelaw	Councillor	Virtually Present
	Adam Kozakiewicz	Chief Administrative Officer (CAO)	Virtually Present
	Crystal Letwin	Assistant CAO/Rec. Secretary	Virtually Present
	Billy McMullen	Public Works Foreman	Virtually Present
	Marianne Prockiwi-Zarusky	FCSS Coordinator	Virtually Present
	Jordan Ruegg	Town Planning and Development	Virtually Present
	Kyle Schole	Town Planning and Development	Virtually Present
	Michelle Wright	Comm. Econ. Develop. Officer, Smoky Lake Region	Virtually Present

Observers in Attendance Upon Call to Order:

2 members of the public.

1 member of the media, Smoky Lake Signal.

1. CALL TO ORDER:

Mayor Holowaychuk called the March 16, 2021 Regular Town Council Meeting to order at 5:00 p.m.

2. ADOPTION OF THE AGENDA:

MOTION: 194-2021 **MOVED** by Councillor Kotylak that Town of Smoky Lake adopt the March 16, 2021 Regular Town Council Meeting Agenda, as presented.

CARRIED

3. ADOPTION OF MINUTES AND ACTION LISTS:

3.1 Minutes of the March 2, 2021 Regular Council Meeting.

MOTION: 195-2021 **MOVED** by Deputy Mayor Makowichuk that Town of Smoky Lake adopt the Town of Smoky Lake's Minutes of the March 2, 2021 Regular Council Meeting, as presented.

CARRIED

3.2 Action List of the March 2, 2021 Regular Council Meeting.

MOTION: 196-2021

MOVED by Councillor Morton that Town of Smoky Lake accept the Town of Smoky Lake's Action List of the March 2, 2021 Regular Council Meeting, as presented.

CARRIED

3.3 Minutes of the March 4, 2021 Regular Council Meeting for the purpose of Future Housing Development of Town Owned Lots in Smoky Lake.

MOTION: 197-2021

MOVED by Councillor Morton that Town of Smoky Lake adopt the Town of Smoky Lake's Minutes of the March 4, 2021 Regular Council Meeting for the purpose of Future Housing Development of Town Owned Lots in Smoky Lake, as presented.

CARRIED

3.4 Action List of the March 4, 2021 Regular Council Meeting for the purpose of Future Housing Development of Town Owned Lots in Smoky Lake.

MOTION: 198-2021

MOVED by Deputy Mayor Makowichuk that Town of Smoky Lake accept the Town of Smoky Lake's Action List of the March 4, 2021 Regular Council Meeting for the purpose of Future Housing Development of Town Owned Lots in Smoky Lake, as presented.

CARRIED

4. DELEGATIONS.

No delegations attended the meeting.

5. QUESTION PERIOD.

No questions.

6. ADMINISTRATION REPORTS:

6.1 Chief Administrative Officer's Report.

MOTION: 199-2021

MOVED by Deputy Mayor Makowichuk that Town of Smoky Lake accept the verbal and written CAO report given by Adam Kozakiewicz, Chief Administrative Officer, as presented.

CARRIED

6.2 Public Works Foreman's Report.

MOTION: 200-2021

MOVED by Councillor Whitelaw that Town of Smoky Lake accept the verbal and written Public Works report given by Billy McMullen, Town Public Works Foreman, as presented.

CARRIED

6.3 Natural Gas Report.

- Natural Gas report included in Public Works Foreman's report.

6.4 Utilities Report (Water and Gas).

MOTION: 201-2021

MOVED by Councillor Morton that Town of Smoky Lake accept the verbal and written Utility and Broadband Internet reports given by CAO, Kozakiewicz, as presented.

CARRIED

6.5 Family and Community Support Services (FCSS) Report.

MOTION: 202-2021

MOVED by Councillor Morton that Town of Smoky Lake accept the Family and Community Support Services (FCSS) verbal and written report, Community Newsletter and Calendar given by Marianne Prockiwi-Zarusky, Town FCSS Coordinator, as presented.

CARRIED

Mayor Holowaychuk called a recess at 6:03 p.m. and reconvened at 6:12 p.m.

7. OLD BUSINESS:

7.1 Federal Carbon Tax Information.

(Motion 037-2021: Deferred on Jan. 19, 2021)

MOTION: 203-2021

MOVED by Councillor Whitelaw that Town of Smoky Lake accept the Federal Carbon Tax correspondence that includes the letter from Mayor Holowaychuk to Prime Minister, Trudeau, dated March 30, 2020; letter from Jason Nixon, Minister of Environment and Parks, dated May 4, 2020; response letter to Mayor Holowaychuk from the Office of the Prime Minister, dated October 8, 2020; and the Carbon tax repeal information; and Administration file for information.

CARRIED

MOTION: 204-2021

MOVED by Mayor Holowaychuk that Town of Smoky Lake continue to lobby against the Federal Carbon Tax to the Federal and Provincial Governments along with Organizations and Associations that include the Federation of Alberta Gas Co-ops Ltd., Alberta Urban Municipalities Association (AUMA) and the Rural Municipalities of Alberta (RMA).

7.2 Update on the Location for the Fire Storage Shed Building Project in Smoky Lake.

(Motion 155-2021: Deferred on March 2, 2021).

MOTION: 205-2021

MOVED by Deputy Mayor Makowichuk that Town of Smoky Lake recommend Administration to obtain quotes for the Storage Shed building for the Smoky Lake Fire Department located beside (not attached) to the existing Fire Department building at 246 West Railway Drive in Smoky Lake, not to exceed \$150,000.00 (+/- 10%) whereas the quote must include the total cost of constructing the building, site preparation, connection of all utility services (water, sewer and gas), re-locating the Bulk Water Truck Fill, and paving the apron in front of the building; and Administration provide the information at a future Council meeting in April 2021.

CARRIED



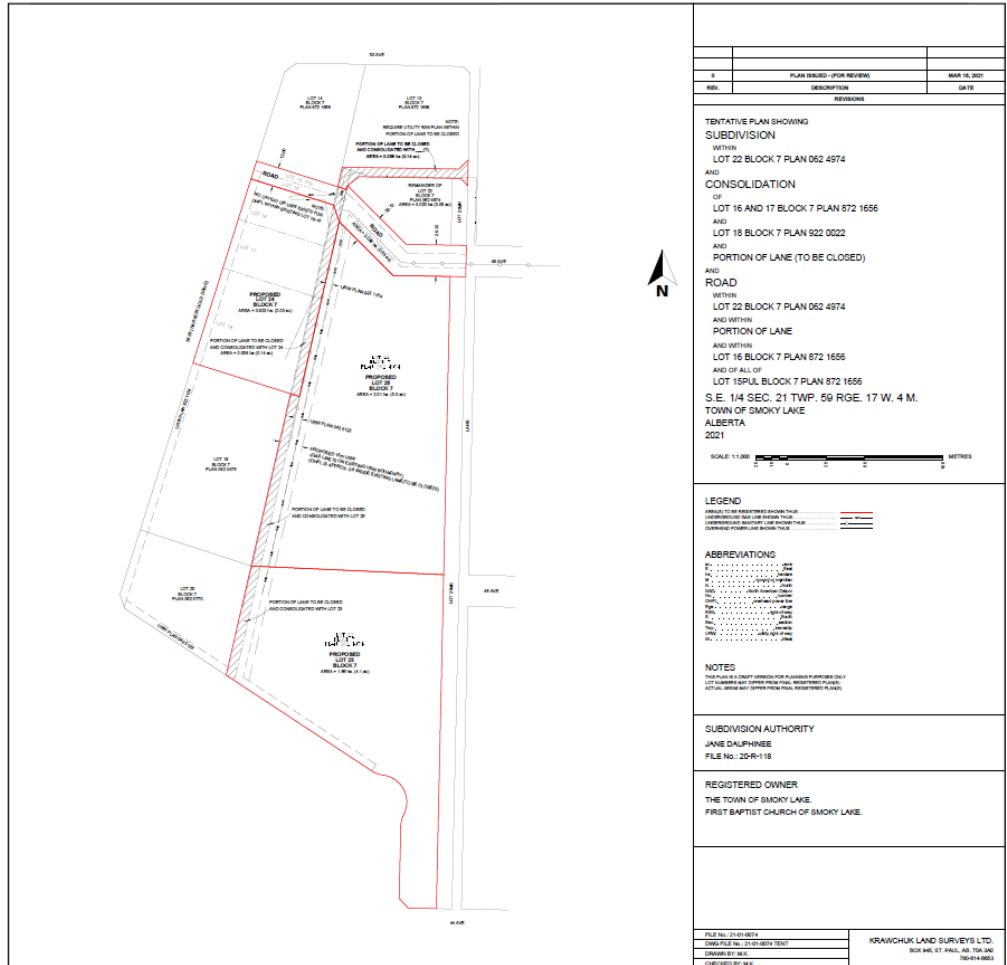
7.3 Update on the Future Investment of the Beaver Creek Co-op Bulk Fuel Station in Smoky Lake.

(Motion 157-2021: Deferred on March 2, 2021).

MOTION: 206-2021

MOVED by Councillor Morton that Town of Smoky Lake accept the verbal and written update given by CAO, Kozakiewicz regarding the Harvest Gold Drive subdivision in Smoky Lake and the tentative plan of the **SUBDIVISION**: located within Lot 22, Block 7, Plan 062 4974; and **CONSOLIDATION** of Lot 16 and 17, Block 7, Plan 872 1656; and Lot 18, Block 7, Plan 922 0022; and portion of lane (to be closed); And **ROAD** within: Lot 22, Block 7, Plan 062 4974; and within portin of lane; and within Lot 16, Block 7, Plan 872 1656; and of all of Lot 15pul Block 7, Plan 872 1656; S.E. 1/4 SEC. 21 TWP. 59 RGE 17 W. 4 M Town of Smoky Lake, Alberta.

CARRIED



Mayor Holowaychuk called a recess at 7:10 and reconvened at 7:19 p.m.

Mayor Initials _____

CAO Initials _____

7.4 Update on Potential Housing Development with Investor in Smoky Lake.
(Motion 181-2021: Deferred on March 4, 2021).

MOTION: 207-2021

MOVED by Deputy Mayor Makowichuk that Town of Smoky Lake accept the update given by CAO, Kozakiewicz regarding the meeting with Danny Savic and the potential investor-based options for a 4-plex in the Kolocreeka subdivision and recommend Administration proceed to investigate potential plans for housing development in Smoky Lake; and present the options to Council.

CARRIED

7.5 Rural Development Network and Federation of Canadian Municipalities Grant Update on Sustainable Affordable Housing.
(Motion No. 186-2021: March 4, 2021).

MOTION: 208-2021

MOVED by Deputy Mayor Makowichuk that Town of Smoky Lake approve Administration to proceed with applying for the Federation of Canadian Municipalities Grant through the Green Municipal Fund and funded by the Government of Canada for the "Planning Stage" for early support to assist eligible housing providers to get started on achieving more sustainable affordable housing initiatives, at no cost to the Town.

CARRIED

8. NEW BUSINESS:

8.1 RFD - Canada Healthy Communities Initiative Grant Application.

MOTION: 209-2021

MOVED by Councillor Morton that Town of Smoky Lake acknowledge receipt of the Canada Healthy Communities Initiative Grant Application submitted by Grantmatch on behalf of the Town of Smoky Lake for the Outdoor Skating Rink and/or expansion of the trails in Town in the total amount of \$164,874.00 along with the Grantmatch payment of \$16,500.00 totaling \$181,374.00, previously approved by Motion No. 140-2021.

CARRIED

8.2 ABCRC Alberta Depot Community Champions Program Grant Approval.

MOTION: 210-2021

MOVED by Mayor Holowaychuk that Town of Smoky Lake acknowledge receipt of the email from Jim Gordon, Community Engagement Coordinator for Alberta Beverage Container Recycling Corporation (ABCRC) regarding the successful submission of the 2021 ABCRC Grant applied for by the Town of Smoky Lake in the amount of \$20,000.00, provided by CleanRiver Recycling Solutions, Order Confirmation No. S21030009 in the total amount of \$19,984.63 (plus GST), dated March 1, 2021; and the Public Works department distribute the containers in the community as stated in the application (the Walking Trail).

CARRIED

8.3 Safety Codes Council Audit Report.

MOTION: 211-2021

MOVED by Deputy Mayor Makowichuk that Town of Smoky Lake acknowledge receipt of the Safety Codes Council Audit of the Building, Electrical, Plumbing, and Gas Disciplines for the Period of October 1, 2019 to September 30, 2020; in reference to the letter from Cristian Nadeau, Audit Manager for Safety Codes Council, dated March 3, 2021.

CARRIED

8.4 Smoky Lake Mineral Rights Development Company Ltd. Annual General Meeting March 9, 2021 Minutes.

MOTION: 212-2021

MOVED by Deputy Mayor Makowichuk that Town of Smoky Lake acknowledge receipt of the Minutes from the March 9, 2021 Annual General Meeting for the Smoky Lake Mineral Rights Development Company Ltd.

CARRIED

8.5 Regional Community Development Committee (RCDC) – 2021 Budget.

MOTION: 213-2021

MOVED by Councillor Morton that Town of Smoky Lake, as a municipality in partnership with the Regional Community Development Committee (RCDC) with Smoky Lake County and the Village of Vilna adopt the 2021 Economic Development Budget in the total amount of \$100,000.00; and acknowledge the Town's portion based on approx. 27% of the budget, in the amount of \$25,000.00.

CARRIED

**ECONOMIC DEVELOPMENT
2021 Budget**

REVENUE	2021 Budget	NOTES:
Funding from municipalities	\$100,000	Proposed starting point
Transfer From Reserve	\$0	
Grants		
TOTAL REVENUE	\$100,000	
EXPENSES		
Economic Development		
Community Economic Development Officer	\$60,000	Idea: Roving Ec Dev - SLTC, Ukr Twin, ACP Grants, Town Housing project - could reduce RCDC expenses for CEDO
Admin Support (contract secretarial)	\$4,000	
IT Support	\$3,000	
Mileage/Meals/Lodging	\$3,500	
Training/Assn Fees	\$1,500	
Cell Phone	\$650	
Advertising	\$7,500	
Computer Program/Supplies	\$750	
Office Supplies	\$500	
TOTAL ECONOMIC DEVELOPMENT ADMIN	\$81,400	
Projects		
Based on 3 year rolling action 2021 approved	Use Reserve (\$59K avail) or Budget (\$18.6K avail)	If \$100K is budget, opportunity to use these funds as grant matching if we find appropriate grant
TOTAL PROJECTS		
TOTAL EXPENSES	\$81,400	
	\$ (18,600.00)	- Under/+ over budget

Reserve:

2014 Surplus	\$45,800
2015 Surplus	\$41,636
2016 (budgeted to use \$41,637)	-\$10,604
2017 (budgeted to use \$20,000)	\$35,605
2018 (budgeted to use \$50,000)	-\$26,214
2019 (budgeted to use \$27,000)	-\$27,000
2020	\$0
Reserve Balance as at Dec 31 2020	\$59,223

Funding Formula Initial Discussions

	2020	2021
\$100,000 Budget	(65,25,5)	
County	\$65,000.00	68% # Increase by 2.5%
Town	\$25,000.00	27% # Increased by 2%
Vilna	\$5,000.00	6% # Increased by 0.5%
	\$95,000.00	100%

8.6 Set Date for the Chief Administrative Officer's Performance Evaluation.

MOTION: 214-2021

MOVED by Councillor Morton that Town of Smoky Lake that the Chief Administrative Officer's Performance Evaluation be scheduled on April 12, 2021 at 5:00 p.m. via Town Council Chambers in Smoky Lake or via virtual at "<https://www.gotomeet.me/SmokyLake>".

CARRIED

9. CORRESPONDENCE- REQUIRING ACTION:

9.1 Federation of Alberta Gas Co-ops Ltd. Spring Zone Town Hall Meeting.

MOTION: 215-2021

MOVED by Mayor Holowaychuk that Town of Smoky Lake approve the Spring Zone Town Hall Meeting hosted by Federation of Alberta Gas Co-ops Ltd. held virtually via Zoom on March 25, 2021, as a Council approved event.

CARRIED

MOTION: 216-2021

MOVED by Councillor Morton to go into Executive Session to discuss the following matters pursuant to the Freedom of Information and Protection of Privacy Act at 7:48 p.m.:

- Victoria District Economic Development Strategy as it pertains to Smoky Lake Tourism (FOIP s.16: Disclosure Harmful to Business Interests of a Third Party).
- Personnel Issue – Customer Service (FOIP s.17: Disclosure Harmful to Personal Privacy).
- Personnel Issue – Unightly Bylaw Letters to Residents (FOIP s. 17: Disclosure Harmful to Personal Privacy).

CARRIED

MOTION: 217-2021

MOVED by Deputy Mayor Makowichuk to come out of Executive Session at 9:03 p.m.

CARRIED

MOTION: 218-2021

MOVED by Councillor Kotylak that Town of Smoky Lake extend the meeting for a duration of 15 minutes to complete the agenda, at 9:04 p.m.

CARRIED UNANIMOUSLY

MOTION: 219-2021

MOVED by Mayor Holowaychuk that Town of Smoky Lake accept the information provided by CAO, Kozakiewicz regarding the update on the Victoria District Economic Development Strategy, the customer service personnel issue, and the unightly bylaw letters to residents, as discussed in Closed Session.

CARRIED

9.2 2021 Spring Municipal Leaders' Caucus hosted by Alberta Urban Municipalities Association.

MOTION: 220-2021

MOVED by Councillor Morton that Town of Smoky Lake approve the 2021 Spring Municipal Leaders' Caucus hosted by Alberta Urban Municipalities Association (AUMA) held virtually via Zoom on April 14 from 3:00 p.m. – 6:00 p.m., April 15

from 9:00 a.m. to 12:00 p.m. and April 16 from 9:00 a.m. – 12:00 pm., as a Council approved event.

CARRIED

9.3 Trans Canada Trail's Seasonal Cleanup Grant.

MOTION: 221-2021

MOVED by Mayor Holowaychuk that Town of Smoky Lake forward the 2021 Spring Cleanup Grant Program presented by the Trans Canada Trail to the Smoky Lake Trail Twisters and North East Muni-Corr Ltd for the Iron Horse Trail.

CARRIED

9.4 Alberta Health Services Lakeland Communities Health Advisory Council Invitation to a Virtual Community Conversation.

MOTION: 222-2021

MOVED by Councillor Whitelaw that Town of Smoky Lake accept and file for information the Community Conversation Session hosted by Lakeland Communities Health Advisory Council held virtually on March 24, 2021 from 7:00 p.m. – 9:00 p.m. to share experiences and perspectives with specialists from Alberta Health Services Knowledge Management Services and Social Media communications.

CARRIED

9.5 Town Support Letter to the Smoky Lake Seniors Drop-in Centre for the Co-op Community Spaces Grant.

MOTION: 223-2021

MOVED by Councillor Morton that Town of Smoky Lake approve action taken by Mayor Holowaychuk for the letter of support to the Smoky Lake Senior Citizen Drop-in Centre for the Co-op Community Spaces Program application in the amount of \$31,300.00 to upgrade the front entrance access to allow seniors to access the building with ease and to create an outdoor raised garden bed to minimize strain on the back and knees; in reference to the email request from Karen Holowaychuk, dated March 1, 2021.

CARRIED

10. CORRESPONDENCE- FILE FOR INFORMATION:

MOTION: 224-2021

MOVED by Mayor Holowaychuk that Town of Smoky Lake accept the following correspondence items:

- 10.1 Impacts of Bill 48: Red Tape Reduction Implementation Act, 2020

(No.2) on Subdivision and Development.

- 10.2 Canadian Fitness and Lifestyle Research Institute Survey for Physical Activity Opportunities in Canadian Communities.
- 10.3 Municipal Government Board Subdivision and Development Appeal Procedure Rules.
- 10.4 Alberta Energy Regulator (AER) – Directive 067 Feedback.

CARRIED

11. COUNCILLOR REPORTS.

Reports will be provided at the next Town Council meeting.

ADJOURNMENT.

MOTION: 225-2021

MOVED by Councillor Kotylak to adjourn the Regular Council meeting at 9:11 p.m.

CARRIED

Hank Holowaychuk

Mayor

Adam Kozakiewicz

Chief Administrative Officer