



TOWN OF SMOKY LAKE
Minutes of the Regular Council Meeting
Held on Tuesday, May 4, 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
	Juanita Cozicar	Town Fire Chief	Virtually Present
	Kyle Schole	Planning, Town of Smoky Lake	Virtually Present

Delegations: N/A

Observers in Attendance Upon Call to Order:

- 1 member of the public.
- 1 member of the media, Smoky Lake Signal.

1. CALL TO ORDER.

Mayor Holowaychuk called the May 4, 2021 Regular Town Council Meeting to order at 5:05 p.m.

2. ADOPTION OF THE AGENDA.

MOTION: 317-2021 **MOVED** by Councillor Kotylak that Town of Smoky Lake adopt the May 4, 2021 Regular Town Council Meeting Agenda with the following addition:

- 7.8 Royal Canadian Mounted Police, 2021-2022 Annual Performance Plan.
- 9.8 Economic Development Week Proclamation and Emergency Preparedness Week.

CARRIED

3. ADOPTION OF MINUTES AND ACTION LISTS.

3.1 Minutes of the April 20, 2021 Regular Council Meeting.

MOTION: 318-2021

MOVED by Councillor Morton that Town of Smoky Lake adopt the Town of Smoky Lake's Minutes of the April 20, 2021 Regular Council Meeting, as presented.

CARRIED

3.2 Action List of the April 20, 2021 Regular Council Meeting.

MOTION: 319-2021

MOVED by Councillor Morton that Town of Smoky Lake accept the Town of Smoky Lake's Action List of the April 20, 2021 Regular Council Meeting, as presented.

CARRIED

3.3 Minutes of the April 27, 2021 Regular Council Meeting.

MOTION: 320-2021

MOVED by Councillor Whitelaw that Town of Smoky Lake adopt the Town of Smoky Lake's Minutes of the April 27, 2021 Regular Council Meeting, as presented.

CARRIED

3.4 Action List of the April 27, 2021 Regular Council Meeting.

MOTION: 321-2021

MOVED by Councillor Morton that Town of Smoky Lake accept the Town of Smoky Lake's Action List of the April 27, 2021 Regular Council Meeting, 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: 322-2021 **MOVED** by Councillor Whitelaw that Town of Smoky Lake accept the verbal CAO report given by Adam Kozakiewicz, Chief Administrative Officer, as presented.

CARRIED

6.2 Public Works Foreman's Report.

MOTION: 323-2021 **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.

MOTION: 324-2021 **MOVED** by Councillor Morton that Town of Smoky Lake accept the verbal and written Natural Gas report given by Billy McMullen, Town Public Works Foreman, as presented.

CARRIED

6.4 Financial, Operating Position Report as of April 15, 2021.

MOTION: 325-2021 **MOVED** by Councillor Morton that Town of Smoky Lake accept the Financial report, Operating Position as of April 15, 2021, as presented.

CARRIED

MOTION: 326-2021 **MOVED** by Mayor Holowaychuk that Town of Smoky Lake schedule the 2021 Capital and Operating Budget for the next Regular Council Meeting held on May 18, 2021 via virtual at <https://www.gotomeet.me/SmokyLake>.

CARRIED

6.5 Fire Chief Report.

MOTION: 327-2021

MOVED by Councillor Whitelaw that Town of Smoky Lake accept the oral and written Fire Chief report given by Juanita Cozicar, Town of Smoky Lake Fire Chief, as presented.

CARRIED

7. OLD BUSINESS.

7.1 Town of Smoky Lake Bylaw 002-2021: Procedural Bylaw to provide for the Organizational and Procedural Matters of Council, Council Committees, and Councillors.

MOTION: 328-2021

MOVED by Councillor Morton that Town of Smoky Lake pass SECOND READING of Bylaw 002-2021: being the Council Procedural Bylaw to provide for the Organizational and Procedural Matters of Council, Council Committees, and Councillors.

CARRIED

MOTION: 329-2021

MOVED by Mayor Holowaychuk that Town of Smoky Lake pass THIRD and FINAL READING of Bylaw 002-2021: being the Council Procedural Bylaw to provide for the Organizational and Procedural Matters of Council, Council Committees, and Councillors.

CARRIED

7.2 Smoky Lake Region Fire and Rescue Committee's Fire Services Bylaw No. 1158-07 Feedback.

MOTION: 330-2021

MOVED by Councillor Morton that Town of Smoky Lake forward the Fire Services Bylaw No. 1158-07 to the Smoky Lake Region Fire and Rescue Committee meeting scheduled for June 2, 2021 and acknowledge that Town Council has reviewed the bylaw with no changes reported.

CARRIED

Deputy Mayor Makowichuk arrived at 6:03 p.m.

7.3 Smoky Lake Fire Department Storage Shed Building Quotes.

MOTION: 331-2021

MOVED by Councillor Kotylak that Town of Smoky Lake engage local contractor, Flying Dutchmen Carpentry from Smoky Lake to build the Fire Department Storage Shed project for a 40' x 60' x 18' stud frame building, located at 246 West Railway Drive in Smoky Lake, in the amount of \$198,354.96 (excl. GST) provided by quote no.117, dated May 3, 2021 with a guarantee that the construction will be completed by October 31, 2021 funded from the approved Municipal Stimulus Program in the amount of \$114,590.00 and the remainder portion of \$83,764.96 be funded from Municipal Sustainability Initiative (MSI) grant.

CARRIED

MOTION: 332-2021

MOVED by Deputy Mayor Makowichuk that Town of Smoky Lake recommend Public Works to contact Ken Danyluk, owner of Danyluk Landscaping and Bobcat Service from Smoky Lake to drill 3 – 6 pilot holes, not to exceed 5 hours, to test for soil compaction located at 246 West Railway drive in Smoky Lake (South of Public Works Shop/Fire Hall) for the preliminary stage of the new Storage Shed build for the Fire Department.

CARRIED

Mayor Holowaychuk called a recess at 6:30 p.m. and reconvened at 6:46 p.m.

7.4 Chief Administrative Officer's Performance Evaluation Meeting Date.

MOTION: 333-2021

MOVED by Councillor Kotylak that Town of Smoky Lake schedule the Chief Administrative Officer's Performance Evaluation for Tuesday, May 11, 2021 at 5:30 p.m. via virtual at <https://www.gotomeet.me/SmokyLake>.

CARRIED

7.5 Doctor Retention and Recruitment Committee's 2020 Surplus Funds.

MOTION: 334-2021

MOVED by Councillor Morton that Town of Smoky Lake take no action regarding the recommendation by the Doctor Retention and Recruitment Committee to transfer the 2020 surplus funds in the amount of \$106,153.00 to a reserve account managed by the Town of Smoky Lake and continue to support Motion no. 281-2021 to return the 2020 surplus to each respective municipality.

CARRIED

7.6 Action Items from the Doctor Retention and Recruitment Committee's Memorandum of Understanding with the Raubenheimer Medical Clinic.

MOTION: 335-2021

MOVED by Deputy Mayor Makowichuk that Town of Smoky Lake acknowledge action taken by the Doctor Retention and Recruitment Committee regarding the letter sent to the Raubenheimer Medical Clinic, dated March 30, 2021 to respectfully return the unspent funds remaining in the amount of \$85,000.00 from the total amount of \$100,000.00, provided for the 4th Physician, as indicated in the Memorandum of Understanding between the Doctor Retention and Recruitment Committee and the Raubenheimer Medical Clinic, executed June 26, 2019.

CARRIED

MOTION: 336-2021

MOVED by Councillor Morton that Town of Smoky Lake recommend the Doctor Retention and Recruitment Committee approve to reimburse each respective municipality (as per the cost sharing funding formula) for the unused portion of funds remaining in the amount of \$85,000.00 from the total amount of \$100,000.00 provided for the fourth physician given to the Raubenheimer Medical Clinic as per the Memorandum of Understanding, executed June 26, 2019 (Reimbursement: County \$31,110.00, Town \$13,260.00, Village of Vilna \$3,570.00, Village of Waskatenau \$3,060.00); and to reimburse the additional contribution of \$17,000.00 to Smoky Lake County and \$17,000.00 to Town of Smoky Lake when the funds are returned from the Raubenheimer Medical Clinic.

Refund				
Municipality	Percentage	Amount	Additional Town/ County portion	Totals
Year-2021 Doctor RETENTION Refund				
Smoky Lake County	61%	\$31,110.00	\$ 17,000.00	\$48,110.00
Town of Smoky Lake	26%	\$13,260.00	\$ 17,000.00	\$30,260.00
Village of Vilna	7%	\$3,570.00		\$3,570.00
Village of Waskatenau	6%	\$3,060.00		\$3,060.00
Year-2021 Doctor RETENTION Total Budget:		\$51,000.00	\$ 34,000.00	\$85,000.00

CARRIED

7.7 Smoky Lake County's Decision Regarding the Lakeland Primary Care Network's Request for Medical Equipment (ECG Machine & Defibrillator).

MOTION: 337-2021

MOVED by Deputy Mayor Makowichuk that Town of Smoky Lake advise administration to respond to Smoky Lake County regarding County Motion no. 697-21 made on April 29, 2021 to assist with funding the ECG Machine and Defibrillator totaling \$17,300.00 on a joint 50/50 percentage basis with the Town of Smoky Lake for the Lakeland Primary Care Network in Smoky Lake and that the Town is not in favour of the joint 50/50 funding split in accordance with Town Motion no. 288-2021 made on April 20, 2021 to approve the request and provide funding as per the Doctor Retention and Recruitment Committee's cost sharing funding formula - Smoky Lake County 61%, Town of Smoky Lake 26%, Village of Vilna 7% and Village of Waskatenau 6%.

CARRIED

7.8 Royal Canadian Mounted Police, 2021-2022 Annual Performance Plan.

MOTION: 338-2021

MOVED by Councillor Morton that Town of Smoky Lake acknowledge receipt of the Royal Canadian Mounted Police, 2021 – 2022 Annual Performance Plan for the Community Priority Issues to include the Reduction of Crime, Create Visibility and Enforcement in the Community, and Enhance Public Confidence and Engagement and to acknowledge the document to be signed by Mayor Holowaychuk entitled "Acknowledgement of Consultation"; and the Town of Smoky Lake provide sponsorship to the Smoky Lake RCMP in the amount of \$400.00 worth of gift certificates to local businesses in Smoky Lake towards the campaign initiative to reward "good behavior" by complimenting drivers with a token of appreciation; and be funded from the 2021 Operating Budget entitled "Grants to Individuals/Organizations".

CARRIED

	Royal Canadian Mounted Police	Gendarmerie royale du Canada
Annual Performance Plan	Plan annuel de rendement	
Acknowledgement of Consultation Attestation de la consultation		
District / Detachment Information - Renseignements sur le district ou le détachement		
Fiscal Year - Année financière 2021 - 2022		
RCMP COST CENTRE STANDARD HIERARCHY		
C		
EAST AB DISTRICT		
SMOKY LAKE		
SMOKY LAKE PROVINCIAL		
Smoky Lake Det		
Community Name(s) - Nom(s) de la(des) collectivité(s)		
1. Town of Smoky Lake		
<small>This letter acknowledges that the stakeholders of the above-noted detachment / district / unit area or community(ies) and the RCMP have consulted and discussed our progress against last year's priority issues. Further it has been agreed that over the coming year we will collectively focus on the following priority issues.</small>		
<small>La présente lettre atteste que les responsables de la région du détachement/district/service ou de la ou des collectivités susmentionnées et de la GRC se sont consultés et ont discuté des progrès accomplis par rapport aux enjeux prioritaires de l'année dernière. Il a aussi été convenu que les enjeux suivants constituent les enjeux prioritaires sur lesquels nous concentrerons conjointement nos efforts au cours de l'année à venir.</small>		
Community Priority Issue(s) - Enjeu(x) prioritaire(s) pour la collectivité		
1. Crime Reduction - N/A		
2. Visibility and Enforcement in Community - N/A		
3. Enhance Public Confidence and Engagement - Consultations and Connections		
District / Detachment Commander - Chef de district / détachement		
 Tina Chan <small>District / Detachment Commander</small>		
Community Representative - Représentant(e) de la collectivité		
Mayor Hank HOLOWAYCHUK <small>Name - Nom Signature - Signature Date</small>		

8. NEW BUSINESS.

8.1 Highway 855 Speed Signage Concern by Deputy Mayor Makowichuk.

MOTION: 339-2021

MOVED by Mayor Holowaychuk that Town of Smoky Lake acknowledge receipt of the email from Rick Tkachuk, Maintenance Contract Inspector for Alberta Transportation, dated May 3, 2021 regarding the request from Deputy Mayor Makowichuk for additional 50 km/hr. signage on Highway 855 (North and South bound) and advised that upon review the sign locations meet the highway's specifications and will not provide additional signage.

CARRIED

8.2 Lakeland Fire & Safety Invoice for the Smoky Lake Public Library.

MOTION: 340-2021

MOVED by Deputy Mayor Makowichuk that Town of Smoky Lake continue to support the Smoky Lake Public Library in Smoky Lake located at 5010 - 50 Street and agree to pay for the Annual Fire Inspection on an annual basis; and administration pay the invoice for Year-2020 from Lakeland Fire & Safety (St. Paul) Invoice No. 005933, dated April 21, 2021 in the total amount of \$230.00 (incl. GST).

CARRIED

8.3 Regional Community Development Committee (RCDC) 2021 Budget.

MOTION: 341-2021

MOVED by Councillor Morton that Town of Smoky Lake acknowledge that administration was notified via email from Michelle Wright, Community Economic Development Officer for Smoky Lake Region, dated March 25, 2021 that the Regional Community Development Committee's Year-2021 Budget presented at the Regular Council meeting on March 16, 2021 had the incorrect funding amounts for the Town totaling \$25,000.00 (correct amount is \$27,000.00); therefore, Motion No. 213 – 2021 be rescinded.

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

MOTION: 342-2021

MOVED by Councillor Morton that Town of Smoky Lake, as a municipality in partnership of 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, with the Town’s portion based on 27% of the budget in the amount of \$27,000.00; and acknowledge the funding formula for Smoky Lake County is 67.5% (\$67,500.00) and the Village of Vilna is 5.5% (\$5,500.00).

CARRIED

REVENUE	2021 Budget
Funding from municipalities	\$100,000
Transfer From Reserve	\$0
Grants	
TOTAL REVENUE	\$100,000
EXPENSES	
Economic Development	
Community Economic Development Officer	\$60,000
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	\$18,600
TOTAL PROJECTS	\$18,600
TOTAL EXPENSES	\$100,000

Reserve:	
2014 Surplus	\$45,800
2015 Surplus	\$41,636
2016 (budgeted to use \$41,637)	-\$10,604
2017 (budgeted to use \$20,000)	\$35,603
2018 (budgeted to use \$50,000)	-\$26,214
2019 (budgeted to use \$27,000)	-\$27,000
2020	\$0
2021	TBD
Reserve Balance as at Dec 31 2020	\$59,223

8.4 2021 Canada Summer Jobs Grant Approval for the Town of Smoky Lake.

MOTION: 343-2021

MOVED by Councillor Whitelaw that Town of Smoky Lake acknowledge receipt of the email from Shannon Stubbs, Lakeland M.P., Shadow Minister of Public Safety and Emergency Preparedness, dated April 16, 2021, in regard to the successful submission of the 2021 Canada Summer Jobs Grant received by the Town of Smoky Lake for six (6) approved positions for the Town Office (project no. 17532631), Public Works (project no. 17532664) and the CN Station (project no. 17532623), funding for eight (8) weeks; and administration respond to Shannon Stubbs, M.P. with a letter of appreciation.

CARRIED

8.5 Annual Clean-up of Hazardous Household Waste program in the Town of Smoky Lake.

MOTION: 344-2021

MOVED by Deputy Mayor Makowichuk that Town of Smoky Lake encourage town residents to utilize the Smoky Lake County Landfill's Spring Cleanup Promotion held on May 1- 31, 2021 to dispose of waste not permitted with curbside pickup such as appliances containing freon; and administration advertise accordingly.

CARRIED

SPRING CLEANUP PROMOTION		
Smoky Lake County is offering free disposal of appliances containing Freon at County Landfill Sites for all residents of Smoky Lake Region		
May 1, 2021 to May 31, 2021 at		
Bellis	Wednesday	9:00 am to 5:00 pm
	Saturday	9:00 am to 5:00 pm
Smoky Lake	Tuesday	9:00 am to 5:00 pm
	Thursday	9:00 am to 5:00 pm
	Saturday	9:00 am to 5:00 pm
Spedden	Wednesday	9:00 am to 5:00 pm
	Sunday	9:00 am to 5:00 pm
Vilna	Tuesday	9:00 am to 5:00 pm
	Saturday	9:00 am to 5:00 pm
Waskatenau	Saturday	9:00 am to 5:00 pm
For more information call Dave Franchuk @ 780-650-1800		

8.6 Economic Development Week Proclamation and Emergency Preparedness Week.

MOTION: 345-2021

MOVED by Mayor Holowaychuk that Town of Smoky Lake proclaim Economic Development Week on May 9 – 15, 2021 in Smoky Lake to remind individuals of the importance of this community celebration which supports the expansion of career opportunities and improving quality of life; and administration advertise in the local newspaper and social media.

CARRIED

MOTION: 346-2021

MOVED by Mayor Holowaychuk that Town of Smoky Lake recognize Emergency Preparedness Week from May 2 – 8, 2021 to help promote the importance of emergency preparedness to all Canadians; and administration advertise on social media.

CARRIED

MOTION: 347-2021

MOVED by Councillor Kotylak that Town of Smoky Lake recognize the 2021 International Firefighters' Day held on May 4, 2021 to honour the work and sacrifice made by firefighting experts and to pay respect to those professionals who have lost their lives in the line of duty.

CARRIED

9. CORRESPONDENCE- REQUIRING ACTION.

9.1 Letter from Municipal Districts of Pincher Creek No.9 and Ranchland No.66 regarding concerns of the Water Allocation Regulations.

MOTION: 348-2021

MOVED by Councillor Morton that Town of Smoky Lake acknowledge receipt of the email from Jessica McClelland, CAO of Municipal District of Pincher Creek No. 9, dated April 9, 2021 regarding the support letters from the MD of Pincher Creek and the MD of Ranchland to be sent to the Federal Minister of the Environment regarding the process that has been undertaken for the development of mines within the eastern slopes of SW Alberta, and file for information.

CARRIED

9.2 Economic Development Association’s (EDA) Alberta Economic Development Leader’s Virtual Summit & Conference May 19 - 20, 2021.

MOTION: 349-2021

MOVED by Councillor Kotylak that Town of Smoky Lake accept the Economic Development Association’s (EDA) Alberta Economic Development Leader’s Virtual Summit & Conference held on May 19 – 20, 2021, and file for information.

CARRIED

9.3 Athabasca County Support Letter to Cardston County re: Class 1 Mandatory Entry-Level Training (MELT) Program Courses.

MOTION: 350-2021

MOVED by Deputy Mayor Makowichuk that Town of Smoky Lake provide a support letter to Cardston County regarding the costs related to the Class 1 Mandatory Entry-Level Training (MELT) program that is a concern for agricultural producers to acquire certification and ask the province to consider potential affordable solutions to minimize the costs; in reference to the letter from Larry Armfelt, Reeve of Athabasca County, dated April 19, 2021.

CARRIED

9.4 Canadian Union of Postal Workers re: Request for Support to Expand Services, Financial Viability, and Climate Action.

MOTION: 351-2021

MOVED by Deputy Mayor Makowichuk that Town of Smoky Lake accept the email from Dani Nadeau from Canadian Union of Postal Workers regarding the campaign “Delivering Community Power” to utilize the publicly owned Post Office infrastructure to offer new services throughout the 6,400+ locations in every corner of the country to create new community hubs while doing so in an environmentally sustainable way, and file for information.

CARRIED

9.5 Metis Crossing Monetary Support Request for Advertising in the Travel Alberta “Summer Marketing Campaign”.

MOTION: 352-2021

MOVED by Councillor Morton that Town of Smoky Lake provide funding in the total amount of \$1,000.00 to Metis Crossing for the Travel Alberta Cooperative Investment Fund for the “Summer Marketing Campaign” to support the campaign that will build Smoky Lake as a destination; and be funded from the 2021 Operating Budget entitled “Grants to Individuals and Organizations”; in reference to the email from Juanita Marois, Executive Director for Metis Crossing, dated April 27, 2021.

CARRIED

9.6 MuniSight re: Rural Communities Scholarship Program.

MOTION: 353-2021

MOVED by Mayor Holowaychuk that Town of Smoky Lake approve action taken by Assistant CAO, Letwin to forward the Rural Communities Scholarship Program from MuniSight to Mr. Dick Richards, Principal of H. A. Kostash School in Smoky Lake and administration advertise on Social Media.

CARRIED

9.7 Citizen Letter re: Community Environmental Program in the Town of Smoky Lake.

MOTION: 354-2021

MOVED by Councillor Morton that Town of Smoky Lake write a response letter to Sylvia Hoberg thanking her for the letter regarding implementing a Community Environmental Program and advise her that town council/administration continues to research grants available for the removal of household hazardous waste, but is also encouraging residents to utilize the Smoky Lake County Landfill for the “Spring Cleanup Promotion” held on May 1- 31, 2021 to dispose of waste not permitted with curbside pickup such as appliances containing freon; and administration advertise weekly on social media that the compost trailer is available to residents for grass clippings located at the Public Works Shop at 246 West Railway Drive in Smoky Lake.

CARRIED

10. CORRESPONDENCE- FILE FOR INFORMATION.

MOTION: 355-2021

MOVED by Deputy Mayor Makowichuk that Town of Smoky Lake acknowledge receipt and file for information

- 10.1 Community Futures re: General Manager’s Monthly Report to the Board, dated April 22, 2021.

CARRIED

11. COUNCILLOR REPORTS.

Councillor Morton:

- o Reported that the Smoky Lake Agricultural Society has begun the 2021 Raffle.

Councillor Kotylak:

- o Attended the Smoky Lake Golf Club meeting.

Mayor Holowaychuk:

- o Attended the Smoky Lake Golf Club meeting.
- o Attended the Regional Highway 28/63 Water Commission meeting

MOTION: 356-2021

MOVED by Councillor Morton that Town of Smoky Lake accept the verbal reports from council, as presented.

CARRIED

12. CLOSED SESSION.

No closed session.

13. BUSINESS FROM CLOSED SESSION.

No closed session.

14. ADJOURNMENT.

MOTION: 357-2021

MOVED by Deputy Mayor Makowichuk to adjourn the Regular Council meeting at 8:38 p.m.

CARRIED

Original Signed

Original Signed

Hank Holowaychuk

Adam Kozakiewicz

Mayor

Chief Administrative Officer