



TOWN OF SMOKY LAKE
Minutes of the Regular Council Meeting
Held on Tuesday, November 2, 2021 at 5:00 p.m.
at the Town Council Chambers in Smoky Lake
and virtually at <https://www.gotomeet.me/SmokyLake>

Present:	Amy Cherniwchan	Mayor	Present
	Melody Morton	Deputy Mayor	Present
	Evelynne Kobes	Councillor	Present
	Marianne Prockiw-Zarusky	Councillor	Present
	Terry Makowichuk	Councillor	Present (Virtual/In person)
	Adam Kozakiewicz	Chief Administrative Officer (CAO)	Present
	Crystal Letwin	Assistant CAO/Rec. Secretary	Present
	Billy McMullen	Public Works Foreman	Present

Delegations: No delegation.

Observers in Attendance Upon Call to Order:

Juanita Cozicar, Fire Chief, Town of Smoky Lake.
 2 members of the public.
 No media.

1. CALL TO ORDER.

Mayor Cherniwchan called the November 2, 2021, Regular Town Council Meeting to order at 5:06 p.m.

2. ADOPTION OF THE AGENDA.

MOTION: 710-2021 **MOVED** by Councillor Kobes that Town of Smoky Lake adopt the November 2, 2021, Regular Town Council Meeting Agenda with the following additions:

- 3.3 Add the word "Regular" to item - October 20, 2021, **Regular** Council Meeting Minutes.
- 13.3 Rescheduling of the November 16, 2021 Regular Council Meeting.
- 13.4 Request to Schedule a Town Budget Meeting.

CARRIED

3. ADOPTION OF MINUTES AND ACTION LISTS.

3.1 Minutes of the October 5, 2021, Regular Council Meeting.

MOTION: 711-2021

MOVED by Deputy Mayor Morton that Town of Smoky Lake adopt the Town of Smoky Lake’s Minutes of the October 5, 2021, Regular Council Meeting with the following amendment:

- Addition to the Minutes: Add that Deputy Mayor Makowichuk joined the Closed Session in person at 8:15 p.m.

CARRIED

3.2 Action List of the October 5, 2021, Regular Council Meeting.

MOTION: 712-2021

MOVED by Deputy Mayor Morton that Town of Smoky Lake accept the Town of Smoky Lake’s Action List of the October 5, 2021, Regular Council Meeting with the following amendment:

- Misspelt “budget” in the “Action Required” column in the October 5, 2021, Action List for Motion No.666-2021.

CARRIED

3.3 Minutes of the October 20, 2021, Regular Council Meeting.

MOTION: 713-2021

MOVED by Councillor Makowichuk that Town of Smoky Lake adopt the Town of Smoky Lake’s Minutes of the October 20, 2021, Regular Council Meeting with the following amendment:

- Add “Regular” to the Minutes of the October 20, 2021, Regular Council Meeting.

CARRIED

Councillor Makowichuk arrived in person at the Town Council Chambers at 5:22 p.m.

3.4 Minutes of the October 26, 2021, Organizational Meeting.

MOTION: 714-2021

MOVED by Deputy Mayor Morton that Town of Smoky Lake adopt the Town of Smoky Lake’s Minutes of the October 26, 2021, Organizational Meeting with the following amendments:

Amend the following Council Committees, Boards and Commissions list:

- Subdivision and Development Appeal Board – Add: Councillor Kobes as a primary member and Councillor Prockiw-Zarusky as the alternate.
- GO East – Add Councillor Prockiw-Zarusky as the alternate and delete Mayor Cherniwchan.

CARRIED

3.5 Action List of the October 26, 2021, Organizational Meeting.

MOTION: 715-2021

MOVED by Councillor Prockiw-Zarusky that Town of Smoky Lake accept the Town of Smoky Lake’s Action List of the October 26, 2021, Organizational Meeting with the following amendment:

- Delete (not attending AUMA) in “Action Required” column for Motion No.705-2021.

CARRIED

4. DELEGATIONS AND PUBLIC HEARINGS.

No delegations attended the meeting.

5. QUESTION PERIOD.

No questions.

6. ADMINISTRATION REPORTS.

6.1 Chief Administrative Officer’s Report.

MOTION: 716-2021

MOVED by Councillor Makowichuk that Town of Smoky Lake accept the verbal and written CAO report from October 5, 2021, to November 2, 2021, given by Adam Kozakiewicz, Chief Administrative Officer, as presented.

CARRIED

6.2 Public Works Foreman’s Report.

MOTION: 717-2021

MOVED by Councillor Makowichuk that Town of Smoky Lake accept the verbal and written Public Works report from October 5, 2021, to November 2, 2021, presented by Billy McMullen, Town Public Works Foreman, as presented.

CARRIED

7. DEFERRED ITEMS and OLD BUSINESS.

7.1 Vegetation Growth in Sidewalk Cracks.

MOTION: 718-2021

MOVED by Deputy Mayor Morton that Town of Smoky Lake defer the “Vegetation Growth in Sidewalk Cracks” in the residential areas in Smoky Lake and direct administration to research municipal policies and bylaws in other municipalities, for reference; and administration present the information to Council once the information is gathered along with Town Bylaw No.002-09: Nuisances, Untidy, Unsightly, and Dangerous Premises.

CARRIED

7.2 Smoky Lake Riding Club Lease Agreement.

MOTION: 719-2021

MOVED by Councillor Prockiw-Zarusky that Town of Smoky Lake approve administration to proceed with the Lease Agreement with the Smoky Lake Riding Club as per the terms and conditions set in the agreement, legal description: SE-28-59-17-4 for the duration of a twenty-five (25) year term, as presented; in reference to the email from Lydia Cielin, Treasurer of the Smoky Lake Riding Club, dated October 8, 2021 regarding the Smoky Lake Riding Club's acceptance of the lease agreement and confirmed a motion will be made to execute the said agreement at the upcoming Annual General Meeting; and administration present the signed lease agreement to council for a motion to execute.

CARRIED

7.3 H.A. Kostash School Transfer of Land.

MOTION: 720-2021

MOVED by Deputy Mayor Morton that Town of Smoky Lake acknowledge receipt of the email from Aimee Hirtle, Secretary-Treasurer, Aspen View Public Schools, dated October 20, 2021, regarding the update on the subdivision for the land transfer for legal description: Plan 2975MC, Lot K in Smoky Lake including the "small gymnasium" building, parking lot and playground property.

CARRIED

Mayor Cherniwchan called a recess at 6:33 p.m. and reconvened at 6:45 p.m.

7.4 Appointment of Engineering Firm.

MOTION: 721-2021

MOVED by Councillor Makowichuk that Town of Smoky Lake appoint MPE Engineering Ltd. as the Town of Smoky Lake's engineering firm for municipal business.

CARRIED

7.5 Appointment of Auditor.

MOTION: 722-2021

MOVED by Councillor Prockiw-Zarusky that Town of Smoky Lake appoint Seniuk & Company for the Town of Smoky Lake Audit, Year-2021 in the estimated amount of \$22,875.00; in reference to Motion No. 771-2020.

CARRIED

7.6 Appointment of Property Assessor.

MOTION: 723-2021

MOVED by Deputy Mayor Morton that Town of Smoky Lake appoint Tanmar Consulting Inc. from Sherwood Park, AB. to conduct the 2021 Property Assessments for the 2022 Tax Year for the Town of Smoky Lake.

CARRIED

7.7 Appointment of Solicitor.

MOTION: 724-2021

MOVED by Councillor Prockiw-Zarusky that Town of Smoky Lake appoint Brownlee LLP, Reynolds Mirth Richards & Farmer LLP, Alberta Counsel and Kuzyk & Mol Law Office as the solicitors for the Town of Smoky Lake for Year – 2021 – October 25, 2022; and administration bring the appointment to the next Organizational Meeting.

CARRIED

7.8 Appointment of Subdivision Authority.

MOTION: 725-2021

MOVED by Councillor Makowichuk that Town of Smoky Lake appoint Municipal Planning Services Ltd. (MPS) from Edmonton, AB. as the Subdivision Authority for the Town of Smoky Lake for Year 2021 – October 25, 2022; in accordance with Town of Smoky Lake Bylaw No.016-09: Subdivision Authority.

CARRIED

7.9 Appointment of Development Authority Officer.

MOTION: 726-2021

MOVED by Deputy Mayor Morton that Town of Smoky Lake appoint Adam Kozakiewicz, Chief Administrative Officer and Joan Prusak, Payable Clerk/Development Officer as the Development Authority Officer for the Town of Smoky Lake.

CARRIED

MOTION: 727-2021

MOVED by Deputy Mayor Morton that Town of Smoky Lake direct administration to add the appointment of the Development Authority Officer to the next Council Organizational meeting.

CARRIED

7.10 Review of Policy A-14 – Honorariums, Per Diems and Expenses.

MOTION: 728-2021

MOVED by Deputy Mayor Morton that Town of Smoky Lake direct administration to research honorarium, per diems and mileage rates in other municipalities for comparison purposes regarding Town Policy A-14 – Honorariums, Per Diems and Expenses and include “Council approved events” to Section 2.0 (d) entitled:

Honorariums & Per Diems

- Any Regular, Special Council Meeting or council approved events scheduled for more than six (6) hours will be considered an all-day meeting; therefore, Council will be paid one hundred and seventy-five (\$175.00) dollars for the meeting.

and administration provide the information at the next Regular Council Meeting.

CARRIED

7.11 Smoky Lake Chamber of Commerce Business Marketing Package.

MOTION: 729-2021

MOVED by Councillor Prockiwi-Zarusky that Town of Smoky Lake support the Smoky Lake Chamber of Commerce Business Marketing Package entitled “Alberta iMarket” initiative to shop, sell and support local; in reference to the email from Alyson Makowichuk, dated September 28, 2021.

CARRIED

8. NEW BUSINESS.

8.1 211 Alberta in Your Community Database.

MOTION: 730-2021

MOVED by Councillor Prockiwi-Zarusky that Town of Smoky Lake take no action regarding the 211 Alberta in Your Community database; in reference to the email from Fatme Elkadry, Community Resource Specialist – Database Curator, dated October 18, 2021.

CARRIED

8.2 Helipad Tree Trimming at George McDougall Hospital.

MOTION: 731-2021

MOVED by Deputy Mayor Morton that Town of Smoky Lake recommend Public Works to complete the tree trimming request located at the George McDougall Hospital based as per recommendation by Ron German in compliance with the Obstacle Limitation Surface (OLS) Survey; in reference to the email from Anton Raubenheimer, Maintenance IV, FM&E, Smoky Lake Healthcare Center, dated October 6, 2021.

CARRIED

8.3 Raubenheimer Clinic’s 25th Anniversary.

MOTION: 732-2021

MOVED by Mayor Cherniwchan that Town of Smoky Lake congratulate the Raubenheimer Medical Clinic for 25 years of service in the community with a plaque and two (2) gift baskets to Dr. Anton Raubenheimer and Dr. Stephan Raubenheimer on behalf of the Town of Smoky Lake, not to exceed \$300.00 for the baskets; to be funded from the 2021 Operating Budget entitled “Promotion and Public Relations”.

CARRIED

8.4 Appointment of the Clerk for the Smoky Lake Subdivision and Development Appeal Board.

MOTION: 733-2021

MOVED by Deputy Mayor Morton that Town of Smoky Lake appoint Tamara Flondra as the Subdivision and Development Appeal Board Clerk in accordance with Bylaw No.018-2020: Subdivision and Development Appeal Board, Section 5.1 – The Subdivision and Development Appeal Board Clerk shall be appointed by resolution of Council and shall not be a Member of the Board, nor act as a Development Authority Officer, or the Subdivision Authority for the Town of Smoky Lake and Section 5.2 – The Clerk must be qualified by having successfully completed the training requirements pursuant to Section 627.1(4) of the Municipal Government Act.

CARRIED

9. CORRESPONDENCE- REQUIRING ACTION.

9.1 Letter from the Smoky Lake Legion re: Request for assistance with the cost of replacing the furnace.

MOTION: 734-2021

MOVED by Councillor Makowichuk that Town of Smoky Lake approve to contribute one half of the cost to replace the furnace in the amount of \$2,250.00 (not including GST) at the Royal Canadian Legion located at 4612 McDougall Drive in Smoky Lake; to be funded from the 2021 Operating budget entitled “Grants to Individuals and Organizations”; in reference to the letter from George Brooks, President, Royal Canadian Legion Smoky Lake Br.227, dated October 27, 2021.

CARRIED

9.2 Letter from the Smoky Lake Public Library re: Request for membership funding.

MOTION: 735-2021

MOVED by Deputy Mayor Morton that Town of Smoky Lake provide sponsorship to the Smoky Lake Public Library in the amount of \$750.00 to eliminate the cost of membership for the 2022 year; to be funded from the 2021 Operating budget entitled “Grants to Individuals and Organizations”; in reference to the letter from Lise van der Vaart, Library Manager for the Smoky Lake Public Library, dated October 28, 2021.

CARRIED

9.3 Alberta HUB General Meeting on December 15, 2021 in Lloydminster, AB.

MOTION: 736-2021

MOVED by Councillor Makowichuk that Town of Smoky Lake approve the Alberta HUB General Meeting on December 15, 2021, in Lloydminster, AB, as a council approved event.

CARRIED

9.4 Whitefish Lake Water Changeover.

MOTION: 737-2021

MOVED by Councillor Makowichuk that Town of Smoky Lake acknowledge receipt of the email from Patti Priest, dated October 18, 2021, regarding the Whitefish Lake First Nation #128 successful water changeover; and administration send a letter to congratulate the Whitefish Lake First Nation #128 on achieving a clean water supply.

CARRIED

9.5 Update re: 2020 Safety Codes Annual Internal Review.

MOTION: 738-2021

MOVED by Councillor Makowichuk that Town of Smoky Lake accept the 2020 Safety Codes Annual Internal Review required by the Safety Codes Council and acknowledge Mr. Ruegg will keep council informed of the audit results and the Inspections Group draft contract for Year 2022-2026; in reference to the email from Jordan Ruegg, Planning and Development Manager, Smoky Lake County, dated October 5, 2021.

CARRIED

9.6 Smoky Lake Solar Power Project Update.

MOTION: 739-2021

MOVED by Councillor Prockiwi-Zarusky that Town of Smoky Lake accept the update regarding the Solar Project for Municipal Buildings project information and electrical cost savings, as presented.

CARRIED

MOTION: 740-2021

MOVED by Deputy Mayor Morton that Town of Smoky Lake direct administration to compile a report regarding the 2021 Solar Project for Municipal Buildings project and include the said report in the November or December 2021 utility bills; and recommend administration post the report on the municipal website for information.

CARRIED

9.7 Thank you Letter to Smoky Lake RCMP.

MOTION: 741-2021

MOVED by Deputy Mayor Morton that Town of Smoky Lake approve action taken by administration to send the letter of gratitude to D.J Elzinga, Constable for Smoky Lake RCMP from Mayor Cherniwchan, on behalf of the Town of Smoky Lake for participating in the Swearing in Ceremony that took place at the Council Organizational meeting held on Tuesday, October 26, 2021.

CARRIED

10. CORRESPONDENCE- FILE FOR INFORMATION.

MOTION: 742-2021

MOVED by Deputy Mayor Morton that Town of Smoky Lake accept the following items from 10.1 – 10.17, and file for information:

- 10.1 Letter from Travel Alberta re: Capital Investment Program Application Denied, Smoky Lake Regional Community Development Committee, dated October 6, 2021.
- 10.2 Alberta Counsel Newsletter for October 2021.
- 10.3 Letter from Alberta Transportation RE: Approval of Temporary Speed Reduction on HWY 28 for the Smoky Lake Pumpkin Fair, dated October 12, 2021.
- 10.4 Covid 19 Vaccinations – Third Doses Available for Eligible Seniors.
- 10.5 Community Futures – General Manager’s Monthly Report to the Board, dated October 21, 2021.
- 10.6 Capital Region Assessment Services Commission Business Plan 2022-2024.
- 10.7 Update on Alberta Health Services Mandatory Vaccination Compliance Deadline.
- 10.8 North Saskatchewan Watershed Alliance Newsletter, dated October 2021.
- 10.9 Reynolds Mirth Richards Farmer Municipal Law Seminar, Save the date for February 4, 2022 in Edmonton, AB.
- 10.10 Letter from Rolling Hills Energy Ltd. re: Project Information Letter.
- 10.11 Municipal Sustainability Initiative Allocation Estimates for Year-2022 and 2023.
- 10.12 Town of Smoky Lake – RCMP Q2 2021 Community Report.
- 10.13 Town of Smoky Lake - Referendum Official Results.

- 10.14 Town of Smoky Lake - Senate Election Official Results.
- 10.15 Village of Vilna - New Council Information.
- 10.16 Smoky Lake County Council Contact List.
- 10.17 Capital Region Assessment Services Commission (CRASC) 2021 Annual General Meeting.

CARRIED

11. COUNCILLOR REPORTS.

No reports.

12. CLOSED SESSION.

MOTION: 743-2021

MOVED by Deputy Mayor Morton to go into Closed Session to discuss the following matters pursuant to the Freedom of Information and Protection of Privacy Act at 8:28 p.m.:

- 12.1 Tamarack Acquisition Corp.
 - Freedom of Information and Protection of Privacy Act (FOIPP), Section 17.
- 12.2 Cancellation of the 2021 Tax Sale for Plan 1096 KS, Block D, Lot N.
 - Freedom of Information and Protection of Privacy Act (FOIPP), Section 16.

CARRIED

MOTION: 744-2021

MOVED by Mayor Cherniwchan to come out of Closed Session at 8:46 p.m.

CARRIED

MOTION: 745-2021

MOVED by Deputy Mayor Morton that Town of Smoky Lake accept the report from CAO, Kozakiewicz regarding the information from Tamarack Acquisition Corp. regarding the proposed pad site, not on town property, as presented in Closed Session.

CARRIED

MOTION: 746-2021

MOVED by Councillor Makowichuk that Town of Smoky Lake cancel the 2021 Property Tax Sale for Roll No. 9000002, legal description: Plan 1096 KS Block D Lot N (Reserved Bid \$38,000) that was to be held on Tuesday, November 16, 2021, at 6:00 p.m. at the Smoky Lake Town Council Chambers in Smoky Lake, AB.; and inform the property owner of the cancellation.

CARRIED

13. LAST MINUTE ADDITIONS.

13.1 Municipal Elected Officials Course.

MOTION: 747-2021

MOVED by Mayor Cherniwchan that Town of Smoky Lake rescind Motion No.707-2021 made at the Organizational meeting on October 26, 2021:

- **MOVED** by Mayor Cherniwchan that Town of Smoky Lake schedule the Municipal Elected Officials (MEO) course on Thursday, January 27, 2022, at 5:00 p.m. and will be facilitated in-person at the Town Council Chambers in Smoky Lake; and approve the said course as a Council approved event.

CARRIED

MOTION: 748-2021

MOVED by Mayor Cherniwchan that Town of Smoky Lake schedule the Municipal Elected Officials (MEO) course on Thursday, February 10, 2022, at 5:00 p.m. and will be facilitated in-person at the Town Council Chambers in Smoky Lake; and approve the said course as a Council approved event.

CARRIED

13.2 Accounts Payable Listing Report for October 1 – 31, 2021.

MOTION: 749-2021

MOVED by Councillor Prockiwiw-Zarusky that Town of Smoky Lake accept the Accounts Payable Listing report for October 1 – 31, 2021; and request that administration provide the said report monthly.

CARRIED

13.3 Rescheduling of the November 16, 2021, Regular Council Meeting.

MOTION: 750-2021

MOVED by Councillor Makowichuk that Town of Smoky Lake reschedule the Tuesday, November 16, 2021, Regular Council Meeting to Monday, November 22, 2021, at the Town Council Chambers in Smoky Lake at 5:00 p.m. and virtually at gotomeeting; and administration advertise according to Bylaw No.009-2021: Advertising Bylaw.

CARRIED

13.4 Request to Schedule a Town Budget Meeting.

MOTION: 751-2021

MOVED by Deputy Mayor Morton that Town of Smoky Lake accept for information the report from CAO, Kozakiewicz regarding the budget planning process and indicated the first budget meeting will be scheduled in the new year.

CARRIED

Councillor Makowichuk left the meeting at 8:15 p.m. and returned at 8:17 p.m.

14. ADJOURNMENT.

MOTION: 752-2021

MOVED by Mayor Cherniwchan to adjourn the Regular Council meeting at 8:47 p.m.

CARRIED

Original Signed. _____

Amy Cherniwchan
Mayor

Original Signed. _____

Adam Kozakiewicz
Chief Administrative Officer