



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

<b>Present:</b>	Hank Holowaychuk	Mayor	Present
	Terry Makowichuk	Deputy Mayor	Virtually at 5:05 p.m.
	Daniel Kotylak	Councillor	Present
	Melody Morton	Councillor	Present
	Ross Whitelaw	Councillor	Present
	Adam Kozakiewicz	Chief Administrative Officer (CAO)	Present
	Crystal Letwin	Assistant CAO/Rec. Secretary	Virtually Present
	Billy McMullen	Public Works Foreman	Present
	Juanita Cozicar	Town Fire Chief	Virtually Present
 <b>Delegations:</b>	 Sgt. Jeff Sehn	 Smoky Lake RCMP Detachment	 Virtually Present
	Gene Sobolewski, Commission Manager	Highway 28/63 Regional Water Services Commission.	Virtually at 5:43 p.m.

**Observers in Attendance Upon Call to Order:**

Kyle Schole, Planning, Town of Smoky Lake.

3 members of the public.

No media.

**1. CALL TO ORDER.**

Mayor Holowaychuk called the October 5, 2021, Regular Town Council Meeting to order at 5:01 p.m.

**2. ADOPTION OF THE AGENDA.**

**MOTION: 652-2021** **MOVED** by Councillor Kotylak that Town of Smoky Lake adopt the October 5, 2021, Regular Town Council Meeting Agenda with the following addition:

- 6.1.4 General Municipal Election Forum Request

CARRIED

**3. ADOPTION OF MINUTES AND ACTION LISTS.**

3.1 Minutes of the September 21, 2021, Regular Council Meeting.

**MOTION: 653-2021**

**MOVED** by Councillor Morton that Town of Smoky Lake adopt the Town of Smoky Lake's Minutes of the September 21, 2021, Regular Council Meeting, as presented.

CARRIED

3.2 Action List of the September 21, 2021, Regular Council Meeting.

**MOTION: 654-2021**

**MOVED** by Councillor Morton that Town of Smoky Lake accept the Town of Smoky Lake's Action List of the September 21, 2021, Regular Council Meeting, as presented.

CARRIED

**4. DELEGATIONS AND PUBLIC HEARINGS.**

4.1 Delegation: Jeff Sehn, Sgt. Smoky Lake RCMP Detachment.

**MOTION: 655-2021**

**MOVED** by Councillor Morton that Town of Smoky Lake accept the presentation given by Jeff Sehn, Sgt. Smoky Lake RCMP Detachment regarding an update on police service statistics.

CARRIED

4.2 Delegation: Gene Sobolewski, Commission Manager, Highway 28/63 Regional Water Services Commission.

**MOTION: 656-2021**

**MOVED** by Councillor Morton that Town of Smoky Lake accept the presentation given by Gene Sobolewski, Commission Manager of the Highway 28/63 Regional Water Services Commission regarding the request for a regional water study to determine the needs of current and potential future customers that Associated Engineering Alberta Ltd. (retained by the Commission) will complete to analyze the water needs over the next 25 years due to water usage allocated by the government in the original build.

CARRIED

**5. QUESTION PERIOD.**

No questions from the public.

**6. ADMINISTRATION REPORTS.**

6.1 Chief Administrative Officer’s Report.

**MOTION: 657-2021**

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

CARRIED

6.1.1 Municipal Affairs Important Dates.

**MOTION: 658-2021**

**MOVED** by Councillor Morton that Town of Smoky Lake acknowledge the Municipal Affairs Information Bulletin 07-2021 regarding Key Municipal Dates for October 1 – December 31, 2021, and file for information.

CARRIED

6.1.2 Municipal Indicators.

**MOTION: 659-2021**

**MOVED** by Councillor Morton that Town of Smoky Lake acknowledge the Municipal Indicators intended to measure a specific aspect of the municipality’s governance, finances, or community, and file for information.

CARRIED

6.1.3 Apartment Vacancy and Rental Cost Survey (AVS) 2021.

**MOTION: 660-2021**

**MOVED** by Councillor Morton that Town of Smoky Lake acknowledge the letter from Sylvia Lepki, Executive Director, Policy, Planning and Analytics Branch Housing Division, Seniors and Housing, dated September 30, 2021, regarding the attached annual Apartment Vacancy and Rental Cost Survey (AVS) for 2021; and file for information.

CARRIED

6.1.4 General Municipal Election Forum Request

**MOTION: 661-2021**

**MOVED** by Deputy Mayor Makowichuk that Town of Smoky Lake take no action regarding the request made by a candidate, brought forward by CAO, Kozakiewicz, for the Town of Smoky Lake to host an election forum via “gotomeeting” platform at the Town Office in Smoky Lake.

CARRIED

6.2 Public Works Foreman's Report.

**MOTION: 662-2021**

**MOVED** by Councillor Whitelaw that Town of Smoky Lake accept the verbal and written Public Works report for September 21 – October 5, 2021, presented by Billy McMullen, Town Public Works Foreman, as presented.

CARRIED

Mayor Holowaychuk called a recess at 6:07 p.m. and reconvened at 6:20 p.m.

6.3 Natural Gas Report.

**MOTION: 663-2021**

**MOVED** by Councillor Kotylak that Town of Smoky Lake accept the verbal and written Natural Gas report for September 21 – October 5, 2021, presented by Billy McMullen, Town Public Works Foreman, as presented.

CARRIED

6.4 Utility Reports.

- No report.

6.5 Operating Position report.

- No report.

6.6 Family and Community Support Services (FCSS).

- No report.

6.7 Fire Chief Report.

**MOTION: 664-2021**

**MOVED** by Deputy Mayor Makowichuk that Town of Smoky Lake accept the verbal and written Fire Chief report provided by Juanita Cozicar, Fire Chief for the Town of Smoky Lake, as presented.

CARRIED

**MOTION: 665-2021**

**MOVED** by Deputy Mayor Makowichuk that Town of Smoky Lake direct Juanita Cozicar, Town Fire Chief to record the use of Unit No. 405 (Pumper truck) on mutual aid call outs to include mileage and distance of a return trip from the Fire Hall to the scene; and request a report regarding the distance and time to respond to the SLC-2021-63 BALE FIRE (Assisted Vilna) as indicated in the September 2021 Fire Chief Report; and present to council.

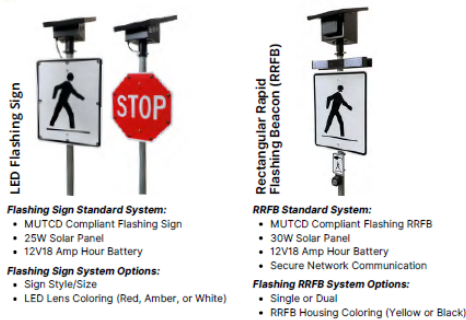
CARRIED

**7. OLD BUSINESS.**

**7.1 Fox Canada Quotes for Pedestrian Crosswalk (West Railway Drive from Wheatland Avenue).**

**MOTION: 666-2021**

**MOVED** by Councillor Morton that Town of Smoky Lake defer two (2) quotes from Fox Canada including Quote Number 00016989, dated September 22, 2021 and Quote Number 00016990, dated September 22, 2021 regarding the visible signage units for the pedestrian crosswalk located at the south corner of Wheatland Avenue (Home Hardware) crossing at West Railway Drive (CN Station) in Smoky Lake to the next budget meeting; and recommend to purchase four (4) units to be installed at two (2) locations (1 for each side of the road).



CARRIED

**7.2 School Servicing Contract Awarded to Nikiforuk Construction Ltd.**

**MOTION: 667-2021**

**MOVED** by Deputy Mayor Makowichuk that Town of Smoky Lake award Nikiforuk Construction Ltd. with the contract for utility services (water and sewer) for the new H. A. Kostash School in Smoky Lake located at 54 Avenue (North of the current school) in the amount of \$281,275.00 (excl. GST) with an anticipated completion date of November 2021 as per the Request for Proposal (RFP) conducted by MPE Engineering; and acknowledge all three (3) RFP tenders received and summarized as follows:

Bidder	Opening Value (no GST)	Bid Security	Score (/100)
Kichton Contracting Ltd.	\$508,617.00	Yes	57
Nikiforuk Construction Ltd.	\$281,275.00	Yes	90
PME Inc.	\$345,959.90	Yes	88

CARRIED

7.3 Maintenance Service Contract for Heating, Ventilation, and Air Conditioning (HVAC) for Municipal Buildings.

**MOTION: 668-2021**

**MOVED** by Deputy Mayor Makowichuk that Town of Smoky Lake award the Heating, Ventilation, and Air Conditioning (HVAC) contract to Nordic Mechanical Services Ltd. and engage in a one-year contract (including parts) effective October 15, 2021, to maintain the heating and cooling systems for the Municipal Buildings in Smoky Lake located at 56 Wheatland Avenue (Town Office), 246 West Railway Drive (Public Works Shop/Fire Hall) and 5140 – 30 Avenue (Public Works South Shop).

CARRIED

7.4 Smoky Lake Riding Club Lease Renewal.

**MOTION: 669-2021**

**MOVED** by Councillor Morton that Town of Smoky Lake recommend administration to continue to work with the Smoky Lake Riding Club to finalize the lease agreement for the lands located at South East Quarter of Section Twenty-Eight (28) Township Fifty-Nine (59), Range Seventeen (17), West Of The Fourth (4th) Meridian (Rodeo Grounds); and administration present the final draft lease to council for approval.

CARRIED

7.5 Smoky Lake & District Physician Retention & Recruitment Committee Community Profile.

**MOTION: 670-2021**

**MOVED** by Councillor Morton that Town of Smoky Lake approve administration to forward the following suggestions regarding the Smoky Lake & District Physician Retention & Recruitment Committee to Anita Fagnan, Rural Community Consultant – North East Zone, Rural Health Professions Action Plan:

- Incorporation of more local clubs and organizations:
  - o Smoky Lake Pond Hockey.
  - o Smoky Lake Canskate / Figure Skating Club.
  - o Smoky Lake Riding Club.
  - o Algonquin Shooting Sports Association.
  - o
- Larger representation of some attractions on the page:
  - o Smoky Lake Golf Course.
  - o Metis Crossing.

- A separate section strictly for the Lakeland Primary Care Network (PCN):
  - o Ankle Brachial Index (ABI), Toe Brachial Index (TBI) Testing.
  - o Foot Care.
  - o Dietitian.
  - o Kinesiologist.
  - o Social Work.
  
- Removal of businesses that are no longer present:
  - o CIBC.
  - o Smoky Lake Signal.

CARRIED

Mayor Holowaychuk called a recess at 7:17 p.m. and reconvened at 7:30 p.m.

**8. NEW BUSINESS.**

**8.1 Smoky Lake County Fire Rescue, Governance Business & Implementation Plan, Interim Report for September 17, 2021, Presentation by Transitional Solutions.**

**MOTION: 671-2021**

**MOVED** by Deputy Mayor Makowichuk that Town of Smoky Lake acknowledge receipt of the report presented to Smoky Lake County Fire Rescue, Governance Business & Implementation Plan, Interim Report on September 17, 2021, prepared by Transitional Solutions; and file for information.

CARRIED

**MOTION: 672-2021**

**MOVED** by Mayor Holowaychuk that Town of Smoky Lake recommend administration provide the draft report presented to Smoky Lake County Fire Rescue, Governance Business & Implementation Plan, Interim Report on September 17, 2021, prepared by Transitional Solutions at a Regular Council Meeting in November 2021.

CARRIED

8.2 Tamarack Request for Survey Permission located at 2-60-17-W4W (Old Landfill).

**MOTION: 673-2021**

**MOVED** by Mayor Holowaychuk that Town of Smoky Lake grant permission to Tamarack Acquisition Corp. to survey a pad site located at SW 2-60-17-W4 (former town landfill) in Smoky Lake County; and recommend that the Public Works department work with Tamarack Acquisition Corp. along with the current renter Ron Rosichuk during the survey process; and administration provide a report of the outcome to a future council meeting; in reference to the email from Adam Tremere, Tamarack Acquisition Corp., dated September 28, 2021.



CARRIED

8.3 2021 General Municipal Election for the Town of Smoky Lake & Establishment of a Second Date for Advanced Polls.

**MOTION: 674-2021**

**MOVED** by Councillor Morton that Town of Smoky Lake approve the polling station established in the Town of Smoky Lake for the 2021 General Municipal Election, to be held on Monday, October 18, 2021, held at the Smoky Lake Senior Citizen Drop-in Centre located at 124 White Earth Street in Smoky Lake from 10:00 a.m. – 8:00 p.m.; and administration advertise in accordance with the Local Authorities Election Act, Section 35(1) Notice of Election and in accordance with Town Bylaw No.009-2021: Public Notification (Advertising) Bylaw.

CARRIED

**MOTION: 675-2021**

**MOVED** by Deputy Mayor Makowichuk that Town of Smoky Lake authorize the Returning Officer to establish an advanced poll for the 2021 General Municipal Election for the Town of Smoky Lake on Friday, October 8, 2021, held at the Town of Smoky Lake Council Chambers located at 56 Wheatland Avenue in Smoky Lake from 1:00 p.m. – 8:00 p.m.; and administration advertise in accordance with the Local Authorities Election Act, Section 35(1) Notice of Election and 74(1) Notice of advance vote and in accordance with Town Bylaw No.009-2021: Public Notification (Advertising) Bylaw.

CARRIED



**9. CORRESPONDENCE- REQUIRING ACTION.**

9.1 Administrative Report to N.E. Muni-Corr Ltd.

**MOTION: 676-2021** **MOVED** by Deputy Mayor Makowichuk that Town of Smoky Lake accept the North East Muni-Corr report from Marianne Janke regarding trail inquires and maintenance, Riverland Recreational Trail Society, Regional Tourism Initiative Committee (St. Paul/Elk Point), Alberta’s Lakeland Destination Marketing Organization, dated September 13, 2021; and file for information.

CARRIED

9.2 Municipal Stimulus Program Time Extensions and Amendments.

**MOTION: 677-2021** **MOVED** by Councillor Morton that Town of Smoky Lake acknowledge receipt of the email from Janice Romanyshyn, Executive Director/Grants and Education Property Tax, Municipal Affairs, dated September 29, 2021, regarding the time extension for the Municipal Stimulus Program beyond the December 31, 2021, deadline if municipalities are experiencing unexpected project challenges.

CARRIED

9.3 Smoky Lake Chamber of Commerce Business Marketing Package.

**MOTION: 678-2021** **MOVED** by Councillor Whitelaw that Town of Smoky Lake defer the Smoky Lake Chamber of Commerce Business Marketing Package to a Council Meeting in November 2021.

CARRIED

9.4 Northern Lights Library Meeting.

**MOTION: 679-2021** **MOVED** by Councillor Morton that Town of Smoky Lake invite the Northern Lights Library System (NLLS) to present the “Service Presentation” to council at the Organizational Meeting held on October 26, 2021 or accommodate a meeting in November 2021; in reference to the email from Tracy L. Paradis, Administrative Assistant, NLLS, dated October 1, 2021.

CARRIED

## **10. CORRESPONDENCE- FILE FOR INFORMATION.**

**MOTION: 680-2021**

**MOVED** by Councillor Kotylak that Town of Smoky Lake accept the following items and file for information:

- 10.1 September 16, 2021, Smoky Lake Region Intermunicipal Collaboration Committee (ICC) Meeting Minutes.
- 10.2 Alberta Bilingual Municipalities Association (ABMA) Monthly Feature – Victoria District Economic Development Strategy.
- 10.3 Update from the Healthy Communities Initiative.
- 10.4 Outcomes of the Smoky Lake RCMP Community Engagement 2021.
- 10.5 Highway 28/63 Regional Water Services Commission Regular Meeting Agenda for September 29, 2021.
- 10.6 Certificate of Appreciation – Community Futures.
- 10.7 Letter from the Town of Sundre Re: Councillor Code of Conduct.
- 10.8 Letter from the Town of Sundre Re: Royal Canadian Mounted Police (RCMP) Retroactive Pay.
- 10.9 Letter from Lakeland Centre for Fetal Alcohol Spectrum Disorder (FASD).

CARRIED

## **11. COUNCILLOR REPORTS.**

**MOTION: 681-2021**

**MOVED** by Councillor Morton that Town of Smoky Lake accept the councillor reports, as presented.

Councillor Morton:

- Smoky Lake Pumpkin Patch Daycare is looking for a Level 3 position.
- New addition on the Complex has been completed (overhang on Southside of building).

Councillor Whitelaw:

- Attended the Baptist Church “Taco Supper” fundraiser.

Councillor Makowichuk: no report.

Councillor Kotylak:

- Update on Highway 28/63 Regional Water Services meeting re: Whitefish Lake to be on stream shortly, funded by federal and provincial government.
- Attended the Election Forum for Mayors at the Bar-V-Nook Lodge.

Mayor Holowaychuk:

- Attended the Buffalo Release event at Metis Crossing.
- Attended the New H. A. Kostash School Groundbreaking Ceremony.
- Attended the Truth and Reconciliation program facilitated by Laury Supernant, Building Manager for Nekinan House in Smoky Lake held at the Town Office for Administration and Council on September 30, 2021.
- Attended the Northern Lights Library System "Meet and Greet".
- Attended the Election Forum for Mayors at the Bar-V-Nook Lodge.

CARRIED

## **12. CLOSED SESSION.**

Deputy Mayor Makowichuk attended the Closed Session in person and arrived at 8:15 p.m.

**MOTION: 682-2021**

**MOVED** by Councillor Kotylak to go into Closed Session to discuss the following matters pursuant to the Freedom of Information and Protection of Privacy Act at 8:10 p.m.:

- 12.1 Legal issue: Purchase Offer for Legal Description: Plan 7622310, Block 1 in Smoky Lake.
- Freedom of Information and Protection of Privacy Act (FOIPP), Section 27, for the purpose of contractual or other negotiations.
- 12.2 Legal issue: Purchase Offer for Legal Description: Plan 803CL Block 3 Lot 3 in Smoky Lake.
- Freedom of Information and Protection of Privacy Act (FOIPP), Section 27, for the purpose of contractual or other negotiations.

CARRIED

**MOTION: 683-2021**

**MOVED** by Councillor Kotylak to come out of Closed Session at 8:55 p.m.

CARRIED

**MOTION: 684-2021**

**MOVED** by Councillor Morton that Town of Smoky Lake proceed with the Offer to Purchase the 12.07-acre parcel located at legal description: Plan 7622310, Block 1, 911 West Railway Drive in Smoky Lake in the amount of \$120,000.00 and provide a “charitable donation” letter for the remainder of the appraisal (requested for tax purposes) completed by Atlas Appraisal Services Inc. on October 5, 2021 estimated to be \$180,000.00 to \$230,000.00; and the said lands be funded from town reserves.



CARRIED

**MOTION: 685-2021**

**MOVED** by Deputy Mayor Makowichuk that Town of Smoky Lake proceed with the Offer to Purchase the property located at legal description: Plan 803CL, Block 3, Lot 3, 66 Wheatland Avenue in Smoky Lake, in the amount of \$20,000.00 (beside the Town Office), estimated closing date of December 31, 2021, with the opportunity to expand the Town Office in the future; and the said lands be funded from town reserves.



CARRIED

**13. LAST MINUTE ADDITIONS.**

13.1 Federation of Alberta Gas Co-ops Zone 3 & 4 Meeting, October 29, 2021.

**MOTION: 686-2021** **MOVED** by Deputy Mayor Makowichuk that Town of Smoky Lake recommend administration to send a response to the email from Dale Swyripa, Zone 3 Director, Federation of Alberta Gas Co-ops, dated October 4, 2021, to suggest a virtual meeting for the Federation of Alberta Gas Co-ops Zone 3 & 4 meeting scheduled for October 29, 2021, due to the recent increase in Covid-19 patients across Alberta.

CARRIED

13.2 Small Business Week, October 17 – 23, 2021.

**MOTION: 687-2021** **MOVED** by Councillor Kotylak that Town of Smoky Lake proclaim Small Business Week on October 17 – 23, 2021 in the Town of Smoky Lake; and administration advertise according to Bylaw No.009-2021: Public Notification (Advertising).

CARRIED

13.3 Customer Request to Waive Property Tax Penalty.

**MOTION: 688-2021** **MOVED** by Mayor Holowaychuk that Town of Smoky Lake take no action regarding the request to waive the September 1, 2021, property tax penalty in the amount of \$1,325.67, Tax Roll No. 8000061; in accordance with Bylaw 022-2020 Master Rates; in reference to the email from Steven Zhu, dated October 5, 2021.

CARRIED

**14. ADJOURNMENT.**

**MOTION: 689-2021** **MOVED** by Councillor Kotylak to adjourn the Regular Council meeting at 9:01 p.m.

CARRIED

Original signed.

\_\_\_\_\_

**Amy Cherniwchan**  
**Mayor**

Original signed.

\_\_\_\_\_

**Adam Kozakiewicz**  
**Chief Administrative Officer**