

SMOKY LAKE COUNTY

Minutes of the **County Council meeting** held on Thursday, **August 20, 2009** at 9:00 A.M. in the County Council Chambers.

The meeting was called to Order by the Reeve Mr. Dareld Cholak in the presence of the following persons:

		<u>A T T E N D A N C E</u>
		<u>Thursday, August 20, 2009</u>
<u>Div. No.</u>	<u>Councilors(s)</u>	
1	Dareld Cholak	Present
2	Ron Bobocel	Present
3	Barton Coady	Present
4	Lori Danyluk	Present
5	Vacant	Vacant
C.A.O.	Cory Ollikka	Present
Asst CAO/R.S	Lydia Cielin	Present

2 Members of the Public in attendance.

Tracy Rosichuk, Tax/Accounting Clerk entered the Council Chambers, time 9:00 a.m.

2. Agenda:

Agenda

738-09: Coady

That the Agenda for Thursday, August 20, 2009 County Council meeting, be adopted as amended:

Addition(s):

1. Policy No. 14-B.03-03: Insurance Liability Renewal Application for the Additional Named Insured.
2. Executive Session: Personnel Issue.

Carried Unanimously.

3. Minutes:

Minutes of May 4, 2009 – Public Annual Forum Meeting

739-09: Danyluk

That the minutes of the Public Annual Forum Meeting held on Monday, May 4, 2009 at the Smoky Lake County – Public Works Shop, be adopted.

Carried.

Minutes of July 27, 2009 - County Council Meeting

740-09: Bobocel

That the minutes of the County Council Meeting held on Monday, July 27, 2009 be adopted.

Carried.

Minutes of August 11, 2009 - County Council Departmental Operations Meeting

741-09: Bobocel

That the minutes of the County Council Departmental Operations Meeting held on Tuesday, August 11, 2009 be adopted.

Carried.

Business Arising from the Minutes

Further to Motion #715-09 from Minutes of August 11, 2009 - County Council Departmental Operations

742-09: Coady That County Council approve the inclusion of all other relevant Roads Plans of undeveloped road allowances in reference to the Construction Project No. C2912-09 Project, as indicated in Motion #715-09 of the August 11, 2009 – County Council Departmental Operations Meeting.

Carried.

Further to Motion #717-09 from Minutes of August 11, 2009 - County Council Departmental Operations

743-09: Coady That County Council approve the inclusion to change the funding amount of \$25,000.00 for the Oiling Project P921: Twp 620 between Hwy 36 – RR 133, as indicated in Motion #717-09 of the August 11, 2009 – County Council Departmental Operations Meeting, to **\$37,000.00**.

Carried.

4. Request For Decision(s):

Bylaw No. 1193-09: Fire Protection Services

744-09: Bobocel That **Bylaw No. 1193-09:** authorize the Municipal Council of Smoky Lake County for the purpose of providing for the establishment and operation of Fire Protection Services, be given **FIRST READING**.

Carried.

Moved by Councillor Coady that **Bylaw No. 1193-09:** authorize the Municipal Council of Smoky Lake County for the purpose of providing for the establishment and operation of Fire Protection Services, be given the **SECOND READING**.

Carried.

Moved by Councillor Bobocel that **Bylaw No. 1193-09:** authorize the Municipal Council of Smoky Lake County for the purpose of providing for the establishment and operation of Fire Protection Services, be given **PERMISSION** for **THIRD AND FINAL READING**.

Carried Unanimously.



Moved by Councillor Danyluk that **Bylaw No. 1193-09:** authorize the Municipal Council of Smoky Lake County for the purpose of providing for the establishment and operation of Fire Protection Services, be given the **THIRD and FINAL READING** and that the Reeve and the Chief Administrative Officer are hereby authorized to fix their signatures to all necessary documents and that the corporate seal also be fastened where it is deemed to be necessary.

Carried.

Policy Statement No. 02-1193-09E-01: Fire Protection Services

745-09: Coady

That **Policy Statement No. 02-1193-09E-01** entitled " Fire Protection Services", be adopted:

Purpose:	To provide the establishment and operation of Fire Protection Services.	
Policy Statement and Guidelines:		
REFERENCE: Bylaw 1193-09: Fire Bylaw.		
<p>WHEREAS, Smoky Lake County wishes to establish and maintain a viable fire service within the Municipality, and to provide for efficient operation of such a fire service.</p> <p>AND WHEREAS the Council of Smoky Lake County wishes to regulate the use and setting of fires;</p>		
SCHEDULES:		
Schedules established within Bylaw 1193-09 does not form part of the bylaw and shall be set out as exhibit(s) within this policy:		
<p>Schedule "A": Fire Protection Charges.</p> <p>Schedule "B": Penalty Fees.</p> <p>Schedule "C": Appeal Notice.</p>		
 <p>Schedule "A" Fire Protection Charges</p>		
<p>1. In consideration of all ordinary and extraordinary circumstances surrounding a fire, (including, but not limited to, the intentional or accidental ignition of a fire and/or the permit status of the fire.) The County administration shall charge rural residents the following fees for fire calls:</p> <p style="margin-left: 40px;">Property and/or Vehicle Fires: \$200.00 per hour per Fire Apparatus. Minimum charge is \$200.00.</p>		
<p>2. Smoky Lake County will provide fire protection services assistance for neighbouring jurisdictions that have entered into a Mutual Fire Aid Agreement.</p> <p>The following fees for fire services shall apply:</p> <p>Fire Apparatus: \$350.00 per hour per Fire Apparatus (including two fire fighters).</p> <p>Construction Equipment: cost will be based at the current Alberta Road Builders & Heavy Construction Rates.</p> <p style="text-align: right;">www.ARHCA.AB.CA</p> <p>Fire Fighters: Additional members – cost of \$25.00 per hour.</p>		
<p>3. Smoky Lake County will provide fire protection services assistance for neighbouring jurisdictions without agreement(s). The fee and costs for fire services shall be the same as established within the Mutual Fire Aid Agreement.</p>		
 <p>Schedule "B" Penalty Fees</p>		
<u>SECTION</u>	<u>VIOLATION</u>	<u>PENALTY</u>
12.1.1	Obstruct member of Fire Department	\$ 250.00

12.1.2	Damage Fire Department apparatus or equipment	\$500.00 + Repair /Replace Costs
12.1.3	Drive over equipment	\$ 100.00 + Repair /Replace Costs
12.1.4	Enter restricted area	\$ 100.00
12.1.5	Falsely representing Fire Department member	\$ 100.00
12.1.6	Obstructing approaches to fire fighting equipment	\$ 150.00
12.1.7	Lighting a fire without a permit Lighting a fire during a fire ban	\$ 300.00 \$ 1,000.00
12.1.8	Permit fire to be lit on owned land	\$ 300.00
12.1.9	Allow a running fire or wildfire to occur on property	\$ 500.00
12.1.10	Failing to control a fire	\$ 200.00
12.1.13	Lighting of fireworks when/where prohibited	\$ 100.00
12.1.20	Use fire to burn refuse other than in an incinerator	\$ 100.00



Schedule "C"

Appeal Notice

APPEAL NOTICE

If you want to appeal the Directive you must serve this Appeal Notice by mailing or delivering it to the SMOKY LAKE COUNTY within 14 days after the Direction was served on you.

DATED: _____

TO: CHIEF ADMINISTRATIVE OFFICER
Smoky Lake County
Box 310, 4612 McDougall Drive
Smoky Lake, Alberta T0A 3C0

I am appealing the Direction (_____), about

Date on Directive

Property Address

You may give reasons for your appeal:

(Use a separate sheet if necessary)

Signature _____

Name Printed _____

Street Address _____

Phone Numbers:

Home: _____

Town _____

Cellular: _____

Province _____ Postal Code _____

Work: _____

NOTE: ONLY appeals filed WITHIN THE 14 DAY PERIOD will be heard by the SMOKY LAKE COUNTY COUNCIL.
You will be notified by mail of the date of the hearing.

Carried.

Resource Library for Elected Officials

746-09: Danyluk That Smoky Lake County authorize the purchase of Professional Development and Resource materials for Elected Officials Library with a limit of \$200.00 per Councillor per year, not to exceed the amount of \$1,000.00 per year starting in the Year 2009.

Carried.

Twila Bauman, Planning and Communications Manager entered the Council Chambers, time 9:15 a.m.

Jane Dauphinee, Planner, Municipal Planning Services (Alberta) Ltd. entered the Council Chambers, time 9:20 a.m.

Public Hearing:

Bylaw No. 1189-09: Develop and adopt a Whitefish Lake Area Structure Plan.

Public Hearing opened @ 9:20 a.m.

The Reeve Dareld Cholak declared the County Council meeting be recessed to call the Public Hearing Meeting to order, time 9:20 a.m.

The Reeve Dareld Cholak called the Public Hearing to Order at 9:20 a.m. in the presence of all the Council members, the Chief Administrative Officer and the Assistant Chief Administrative Officer/Recording Secretary.

General public: 3 members of the public in attendance for the Public Hearing.

The Chief Administrative Officer provided background information on **Bylaw No. 1189-09:**

- ▶ County Council defeated the first Bylaw 1180-08: Whitefish Lake Area Structure Plan - Best practices suggest that if the contents of the Bylaw change significantly from the first reading, a summary of the Amendments to the Bylaw need to be publicly circulated or be in a form of a new Bylaw, with another Public Hearing.
- ▶ **Bylaw 1189-09** was given first reading on **June 18, 2009** to authorize the Municipal Council of Smoky Lake County to **authorize to develop and adopt a Whitefish Lake Area Structure Plan.**

The Chief Administrative Officer reported that no verbal responses received in favor or against the proposed Bylaw 1189-09, had been received.

One written responses received for the proposed Bylaw 1189-09.

For the Bylaw:

Mr. Roy Shupenia

Letter dated August 20, 2009 was distributed and read by the Chief Administrative Officer:

Comments of Concern:

- “Having read the Whitefish Lake Area Structure Plan, I feel some portions of it may contravene the M.G.A., some portions contradict each other and the plan does not take into consideration all the components which should be considered.”

- “I will briefly go through my findings in point form:
 1. Section 664-1-C of the MGA meter easement abutting a lake shore. The people at S.R.D. have different recommended guidelines. If in fact, S.R.D. feel so strongly about their recommended set back, perhaps they should petition the Minister of Municipal Affairs and have the act amended to comply with their wishes.
 2. Section 666-2 refers to a 10% parcel of land as reserve. The Whitefish Lake Area Structure Plan asks for 50%. However, Section 661 – A & B can change the percentage by including wetlands etc. My understanding is the percent of reserve must be sight specific.
 3. Section 662-2 does not mention the aggregate total which includes roads etc., does not exceed 30%. However, I must admit I do not fully understand what may or may not make up the 30%.
 4. On the other hand you refer to a cluster development which may allow ½ acre lots. On the other side you want ¾ acre lots, yet you refer to minimizing the foot print. It would seem logical to assume that if you increase the lot size by 50% you would also increase the infrastructure by 50%.
 5. There is provision in the 20 year plan for a review after 5 years. I feel the land that would compromise the density levels at this time should be left up to the owner or developer as apposed to giving it to the county or a society.
 6. Two other points are, there is absolutely nothing in the plan for the parties that covers all the costs and takes all the risks of trying to bring forth a successful development. Also there appears to be no consideration given to the consumer – the potential buyer. I see no reference as to what the potential market may or may not want.
 7. The fact that the surrounding lots may have to pay taxes on a piece of reserve land that they may not use would certainly have an impact on sales.
 8. It may be hard to market lake front property as such when there is a 30 meter set back from the water. A 6 meter set back with a caveat on the lot would still give the illusion of lake front property.

In closing, I would like to mention that a number of lakes in province, i.e., Sylvan, Pigeon, Lac La Biche, none amongst others, have actually trenched into the lakes and have on shore developments, i.e., Cape Cod cottages, condos, etc. This whole plan has nothing to do with the development of Whitefish Lake but only the lands surrounding it.

The potential development of a piece of land can only be successful if the guide lines meet the expectations of both developer and municipality.”

For the Bylaw:

Mr. Rosychuk

Verbal presentation:

Comments of Concern:

- I agree with Mr. Shupenia’s letter in regards to the 45 meters Buffer Zone. *Why?* Potential lots don’t have that depth. Concern that the vegetation would have to be removed.

Reply: New buildings would have to meet the 25 metres set-back from lake. The pre-existing structures would be grandfathered in and the re-builds could be considered in present location through a request for variance. In regards to the vegetation concerns – no trees on municipal reserve can be removed.

- Speed Limits around the lake, there is no restrictions. Safety is the main concern.

Reply: County will investigate the speed limits regulations and check the process involved in regards to the road right-of-ways.

Against the Bylaw(s):

No comments against **Bylaw No. 1189-09:** Whitefish Lake Area Structure Plan.

Rebuttals:

The Reeve asked if any further issues or concerns and any further rebuttals for or against **Bylaw 1189-09: to develop and adopt a Whitefish Lake Area Structure Plan.**

Jane Dauphinee, Planner, Municipal Planning Services (Alberta) Ltd. presented a power point presentation to provided clarification and address the concerns regarding Bylaw No. 1189-09: Whitefish Lake Area Structure Plan and provided an overview to the revisions made to the Area Structure Plan since first reading was given.

- Comments on the draft Whitefish Lake Area Structure Plan does indicate the following:
 - Includes sensitive lands in the Rural Conservation Plan.
 - Re-work the open space policy to allow more flexibility.
 - Standardize measurements.
 - Clarify density calculations.
 - Document could be made more reader friendly.
 - Protect the southern inlet to the lake.
 - Build in some flexibility to the Open Space requirement.
 - Provide incentives for green building.
 - Confusion about the difference between MR, ER, ERE, Density Bonusing (TDC) and Conservation Easements.
- Summary of Change: Mapping Change – Agricultural Conservation Area.
- Summary of Change: Structure and Language that addresses the following:
 - Separation of general policies from policies related to specific districts.
 - Remove unnecessary repetition.
 - Use planning terminology consistent with the rest of the province.
 - Clarify relationship between ASP, MDP, and LUB.
 - Grammatical Errors.
 - Add reference materials.
 - Added section on public consultation process.
 - Revised the Plan Goals and Management Principles.
- Summary of Change: New Figures – Environmental Reserve and Cluster Development.
- Summary of Major Changes - Additional:
 - Clarify policies on Environmental Reserves.
 - Part 3 separated the preamble for the policies.
 - Clarified the relationship between the ASP and the County's MDP and LUB.
 - Recreational vehicles addressed specifically in each section.
 - Standardize language to reflect current Alberta Planning terminology: Residential Conservation (Cluster) Area.
- Summary of Change: Density Bonusing (Transfer of Development Credits): Clarification regarding the land suitability assessment and the “bonusing calculation”.
- Additional Information provided:
 - **Transfer of Development Credits (TDCs):**
www.rockies.ca/programs/tdds.htm
 - **Land Stewardship Act**
www.assembly.ab.ca/bills/2009/pdf/bill-036.pdf

747-09: Coady

That County Council make the recommendation to proceed with second and third readings to Bylaw 1189-09: to develop and adopt a Whitefish Lake Structure Plan.

Carried.

748-09: Bobocel

That the Public Hearing be adjourned, time 10:30 a.m.

Carried.

The Reeve Dareld Cholak reconvened the County Council Meeting, time 10:30 a.m.

4. Request For Decision(s):

Bylaw No. 1189-09: Whitefish Lake Area Structure Plan

749-09: Bobocel

That **Bylaw No. 1189-09:** authorize the Municipal Council of Smoky Lake County authorize Smoky Lake County to develop and adopt a Whitefish Lake Area Structure Plan, be given **SECOND READING.**

Carried.

Moved by Councillor Coady that **Bylaw 1189-09:** authorize Municipal Council of Smoky Lake County authorize Smoky Lake County to develop and adopt a Whitefish Lake Area Structure Plan, be given **THIRD and FINAL READING** and that the Reeve and the Chief Administrative Officer are hereby authorized to fix their signatures to all necessary documents and that the corporate seal also be fastened where it is deemed to be necessary.

Carried.

County Council extended a *Thank You* to Jane Dauphinee, Planner, Municipal Planning Services (Alberta) Ltd. for all the hard work put into the development of the Whitefish Lake Area Structure Plan.

Twila Bauman, Planning and Communications Manager and Jane Dauphinee, Planner, Municipal Planning Services (Alberta) Ltd. left the Council Chambers, time 10:40 a.m.

Assessment Services: Request For Proposal

750-09: Danyluk

That Smoky Lake County accept the “Request For Proposal” from Accurate Assessment Group for a term of Five (5) years to commence March 1, 2010 and to terminate March 1, 2015 with the option for renewal for Two (2) additional years for Assessment Services for Smoky Lake County.

Carried.

Addition to the Agenda:

Request For Decision:

Policy Statement No. 14-B.03-03: Insurance Liability Renewal Application for the Additional Named Insured

751-09: Coady

That **Policy Statement No. 14-B.03-03** entitled " Insurance Renewal Application for the Additional Named Insured", be amended:

Purpose:	To provide a process for non-profit community organizations to renew insurance coverage as Additional Named Insured from Smoky Lake County’s insurance carriers “ Jubilee Insurance Agencies Ltd. ”
-----------------	--

Policy Statement and Guidelines:

1. STATEMENT:

1.1 Jubilee Insurance Agencies has a mandate to provide insurance coverage to non-profit community groups/entities that benefit the community as a whole.

1.2 Smoky Lake County requires on an annual basis Questionnaires completed by all Additional Named Insured to renew insurance liability coverage, in order to remain under the County Master Insurance Policy.

This is an underwriting measure required in order to demonstrate due diligence as to the management of Additional Named Insured risk for the Superintendent of Insurance for the Province of Alberta, and the County's partner with the Jubilee program.

2. RENEWAL APPLICATION PROCESS:

Non-profit organizations maintaining coverage as **“additional named insured”** parties to the Smoky Lake County's insurance plan are required to completed the following:

Schedule “A”: Municipal 2009-2010 Additional Named Insured Questionnaire.

SCHEDULE “A”

MUNICIPAL 2009-2010 ADDITIONAL NAMED INSURED QUESTIONNAIRE

GENERAL INFORMATION: COMPLETE THIS QUESTIONNAIRE IN ITS ENTIRETY

Organization Name: _____ Number of Employees: _____
 Mailing Address: _____ Number of Volunteers: _____
Box City or Town Postal Code
 Website Address: _____ Current year's budget: \$ _____

► **What Act is your organization incorporated under:**
 Societies Act: Business Corporations Act
 Other Act – describe: _____

Please provide a copy of your Certificate of Registration for your organization if not previously submitted in the past 12 months or if you had a legal name change in the past 12 months (available from the provincial Corporate Registries Office).

► Is your organization registered as a not-for-profit entity? Yes No

► Does your organization have any other groups that are separately incorporated or governed?

If Yes, please describe: _____

Note: These other groups are not automatically insured! If your organization has such groups, each group must apply for its own insurance coverage individually. Additional applications can be obtained from Jubilee Insurance Agencies. Please call Shenaz Manji at 780-955-4088.

CONTACT INFORMATION:

Contact Name: _____ Back-up Contact: _____
 Address: _____ Address: _____
Box City or Town Postal Code Box City or Town Postal Code
 Phone: _____ Phone: _____
 Fax: _____ Fax: _____
 E-Mail: _____ E-Mail: _____

MUNICIPAL AFFILIATION:

- ▶ **In what County or MD does your organization operate?**

- ▶ **Does your organization have a municipal representative on its Board of Directors?** Yes No

 If Yes:
 - Does the representative have full voting powers?
 - The representative is a:
 Council member: Municipal employee
 - Provide the representative's name: _____

- ▶ **Does the municipality provide an operating grant or other funding support to your organization?**

 If Yes, describe what support is provided: _____

- ▶ **Are municipal facilities used for the organization's administrative office?**

 If Yes, provide the office address: _____

- ▶ **Is the municipality regularly provided with copies of the minutes for your organization's meetings?**

ORGANIZATION TYPE:

- ▶ **Please describe the purpose of your organization:**

- ▶ **Which of the following categories best describes the nature of your organization? Indicate with a check mark:**

Agricultural Society 1 <input type="checkbox"/>	Fire Association / Club 17 <input type="checkbox"/>	Recreation Board 32 <input type="checkbox"/>
Airport Board / Commission 2 <input type="checkbox"/>	Fire Protection Authority 18 <input type="checkbox"/>	Recycling Society 33 <input type="checkbox"/>
Ambulance Board / Authority 3 <input type="checkbox"/>	Fitness Club 20 <input type="checkbox"/>	Riding Club / Society 34 <input type="checkbox"/>
Ambulance Service 4 <input type="checkbox"/>	Food Bank 21 <input type="checkbox"/>	Rodeo Committee 35 <input type="checkbox"/>
Bingo Association 5 <input type="checkbox"/>	Golf Club 22 <input type="checkbox"/>	Search & Rescue Association 36 <input type="checkbox"/>
Cemetery Maintenance/Operations 9 <input type="checkbox"/>	Homemaker Services 23 <input type="checkbox"/>	Senior's Club / Society 38 <input type="checkbox"/>
Chamber of Commerce 6 <input type="checkbox"/>	Kindergarten <input type="checkbox"/>	Service Club - Local Chapter <input type="checkbox"/>
Childhood Development Society 7 <input type="checkbox"/>	Learning Council 24 <input type="checkbox"/>	Ski Club 39 <input type="checkbox"/>
Climbing Association 8 <input type="checkbox"/>	Library Foundation 25 <input type="checkbox"/>	Sports League / Group <input type="checkbox"/>
Community Association 9 <input type="checkbox"/>	Meals on Wheels Society 26 <input type="checkbox"/>	Transportation Society 41 <input type="checkbox"/>
Curling Club 11 <input type="checkbox"/>	Museum Society 27 <input type="checkbox"/>	Waste Management Authority 42 <input type="checkbox"/>
Daycare / After School Care <input type="checkbox"/>	Neighbourhood Watch / Citizens-on-Patrol 28 <input type="checkbox"/>	Youth Camp 43 <input type="checkbox"/>
Drop-in Centre 14 <input type="checkbox"/>	Parents Council 29 <input type="checkbox"/>	Youth Camp 37 <input type="checkbox"/>
Family Community Social Services 16 <input type="checkbox"/>		Park / Campground Operator 30 <input type="checkbox"/>

- If not listed above, please describe: _____

RISK SURVEY – SPECIAL ORGANIZATIONS:

- ▶ **Is your organization a regional authority that is owned by two or more municipalities?** Yes No

 If Yes: provide the names of the municipalities that have an interest in your organization: _____

- ▶ **Is your organization an ambulance service?**
 If Yes, indicate how many ambulance units are owned or leased by your organization:
 Number of active units: ___ Number of standby units: _____

RISK SURVEY – SALE AND/OR SERVICE OF ALCOHOL:

- ▶ **Will your organization be DIRECTLY HOSTING any beer gardens in the upcoming year?** Yes No

- (Please note: DIRECTLY HOSTING means an event involving the sale and/or consumption of alcohol that is ran Directly by your organization, not by renters of your facilities such as wedding parties or other events of third party Individuals or organizations. Renters of your facilities require their own

separate liability policy that includes host Liquor liability, naming your organization as an additional insured). All other special events such as rodeos, fairs, Parades, mud bogs etc., must be reported individually to your County/MD representative who must in turn report such event to Jubilee office prior to the event taking place.

If Yes: how many beer gardens will be occurring? _____

► Other than beer gardens, will your organization be **DIRECTLY HOSTING** any events involving the service, sale or consumption of alcohol in the upcoming year?

If Yes, how many such events are likely to have 150 or more attendees?

1 to 3 events 4 to 6 events 7 to 10 events 11 or more events

RISK SURVEY – HIGH RISK ACTIVITIES:

► Does your organization engage in any of the following activities? Check the Yes or No box for each activity:

	<u>Yes</u>	<u>No</u>		<u>Yes</u>	<u>No</u>
Biking / Mountain Biking on Ski Hills	<input type="checkbox"/>	<input type="checkbox"/>	Carnival / Amusement Rides	<input type="checkbox"/>	<input type="checkbox"/>
Birthing Clinics	<input type="checkbox"/>	<input type="checkbox"/>	Chuckwagon Races / Rodeos	<input type="checkbox"/>	<input type="checkbox"/>
Bow Hunting	<input type="checkbox"/>	<input type="checkbox"/>	Climbing Walls – indoor, outdoor	<input type="checkbox"/>	<input type="checkbox"/>
Boxing / Wrestling	<input type="checkbox"/>	<input type="checkbox"/>	Demolition Derbies	<input type="checkbox"/>	<input type="checkbox"/>
Bungee Jumping	<input type="checkbox"/>	<input type="checkbox"/>	Fireworks	<input type="checkbox"/>	<input type="checkbox"/>
Extreme Sports	<input type="checkbox"/>	<input type="checkbox"/>	Fitness Facilities	<input type="checkbox"/>	<input type="checkbox"/>
Firearms Use – hunting, target shooting, trap / skeet shooting				<input type="checkbox"/>	<input type="checkbox"/>
Food Preparation / Farmer's Market				<input type="checkbox"/>	<input type="checkbox"/>
Flea Markets / Secondhand / Thrift Stores				<input type="checkbox"/>	<input type="checkbox"/>
Horse Pulls <input type="checkbox"/> <input type="checkbox"/>			Go-Kart Tracks	<input type="checkbox"/>	<input type="checkbox"/>
Inflatable children's jumping apparatus				<input type="checkbox"/>	<input type="checkbox"/>
Manufacturing / Fabrication Services				<input type="checkbox"/>	<input type="checkbox"/>
Mountain Climbing / Rock Climbing				<input type="checkbox"/>	<input type="checkbox"/>
Martial Arts <input type="checkbox"/> <input type="checkbox"/>			Mud Bog / Tractor Pull Events	<input type="checkbox"/>	<input type="checkbox"/>
Mechanical Bulls <input type="checkbox"/> <input type="checkbox"/>			Paintballing	<input type="checkbox"/>	<input type="checkbox"/>
Medical Services – midwifery / diagnosis / treatment				<input type="checkbox"/>	<input type="checkbox"/>
Parades				<input type="checkbox"/>	<input type="checkbox"/>
Motorized Racing – cars, boats, motorbikes, snowmobiles, ATV's				<input type="checkbox"/>	<input type="checkbox"/>
Poker Rallies				<input type="checkbox"/>	<input type="checkbox"/>
Professional Counselling – psychological, psychiatric				<input type="checkbox"/>	<input type="checkbox"/>
Rental / Lending of Equipment to Others				<input type="checkbox"/>	<input type="checkbox"/>
Professional Services – engineering, architectural, legal				<input type="checkbox"/>	<input type="checkbox"/>
Rodeo Events for Children / Minors				<input type="checkbox"/>	<input type="checkbox"/>
"Running of the Bulls" Events				<input type="checkbox"/>	<input type="checkbox"/>
Stat. Holiday / Festival Celebrations				<input type="checkbox"/>	<input type="checkbox"/>
Skydiving <input type="checkbox"/> <input type="checkbox"/>			Trampolines	<input type="checkbox"/>	<input type="checkbox"/>
Whitewater Rafting				<input type="checkbox"/>	<input type="checkbox"/>

If YES, describe the activity(ies): _____

► Does your organization engage in other unusual activities? If so, describe: _____

RISK SURVEY – OTHER GROUPS SHARING YOUR PREMISES:

► Does your organization own and operate the building that you occupy?

► If Yes, do other groups or organizations also occupy your building as tenants?

If Yes:

- List the names of these tenant groups or organizations: _____
- Do you ask for proof of Liability Insurance from these tenant groups or organizations?
- Do you ask that your organization an the County / MD be named as insureds on your tenant's Liability Insurance?

Note: These tenant groups or organizations are not automatically insured! Each such group or organization must apply for its own insurance coverage individually. Additional applications can be obtained from Jubilee Insurance Agencies. Please call Shenaz Manji at 780-955-4088.

COMPREHENSIVE DISHONESTY, DISAPPEARANCE & DESTRUCTION:

(CRIME SECTION)

THIS SECTION MUST BE FULLY COMPLETED IF COVERAGE IS REQUIRED. IF THIS SECTION IS NOT FULLY COMPLETED, CRIME COVERAGE INCLUDING INSIDE/ OUTSIDE ROBBERY, MONEY ORDERS & COUNTERFEIT CURRENCY AS WELL AS EMPLOYEE DISHONESTY WILL NOT BE BOUND EFFECTIVE January 1, 2010. SHOULD YOU NOT REQUIRE CRIME COVERAGE, PLEASE INDICATE THIS BY CHECKING THE BOX AT THE BOTTOM OF THIS PAGE AND SIGNING IN THE AREA INDICATED FOR SIGNATURE.

Employee Dishonesty: \$50,000 (Minimum) \$ 100,000

Number of Employees: _____

Employee means any person in the insured's service who is compensated directly by salary, wages or commissions and whom the insured has the right to direct and control while performing services for the insured. Employee is **NOT** a Director or Trustee except while performing acts within the scope of the usual duties of any employee.

- | | <u>Yes</u> | <u>No</u> |
|---|--------------------------|--------------------------|
| 1. Do you require dual cheque signing as part of your cheque issuing process? | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Is there a separate individual who reconciles bank statements that DOES NOT have cheque signing authority? | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Do you perform an annual independent financial audit for your organization? | <input type="checkbox"/> | <input type="checkbox"/> |

PLEASE NOTE THAT IF YOU ANSWER NO TO ANY OF THE ABOVE THREE QUESTIONS, EMPLOYEE DISHONESTY COVERAGE LIMIT WILL BE REDUCED TO \$5,000 EFFECTIVE January 1, 2010.

CRIME COVERAGE THAT INCLUDES EMPLOYEE DISHONESTY, INSIDE/OUTSIDE ROBBERY AS WELL AS MONEY ORDERS & COUNTERFEIT CURRENCY IS NOT REQUIRED

Signature & Title of Authorized Representative completing the crime section of this application

INSURANCE COVERAGE REQUIREMENTS:

In addition to Liability Insurance, Jubilee offers insurance coverage for the policy types listed below. Should your organization not already maintain such coverage through Jubilee, and your organization require such coverage, please advise your County or MD contact who will in turn advise Jubilee Insurance.

Note: The following coverage descriptions are intended as general examples only. The actual scope of coverage is subject to detailed policy terms, conditions and exclusions. In the event of a claim, the policy terms, conditions and exclusions will govern the coverage provided.

Property Insurance – This coverage responds for physical loss or damage to the buildings, contents, tenant's improvements and other assets owned or leased by your organization.

Mobile Equipment Insurance – This coverage responds for physical loss or damage to unlicensed mobile equipment (such as tractors, loaders, bulldozer) that are owned or leased by your organization.

Crime / Employee Dishonesty Insurance – This coverage responds for loss of money or securities arising from employee dishonesty, burglary, robbery or theft.

Automobile Insurance – This coverage responds for 1) liability for bodily injury or property damage to outside parties arising from the use, ownership or operation of the insured automobile and 2) physical damage to the automobile itself. Generally, this exposure arises when the organization owns or leases licensed automobiles.

Completed by: _____ Position: _____
Signature: _____ Date: _____

FOR JUBILEE OFFICE USE ONLY:

CSR review Initials _____ Date: _____ Rating Code: _____ Date Scanned: _____
RMA review Initials _____ Date: _____ Date forwarded to AON: _____

Carried.

5. Issues for Information:

Chief Administrative Officer's Report

The Chief Administrative Officer gave an updated report to Council for the period of August 4, 2009 to August 14, 2009.

Legislative / Governance:

- Re-drafted Fire Bylaw with Agricultural Fieldman and Assistant C.A.O.
- Investigated a revision Bylaw that would allow Council to change fees, fines, or other Bylaw provisions contained in "Schedules" by resolution only.
- Confirmed Returning Officer for By-Election. Letter sent on August 18, 2009 and Policy 01-05-02: Condition of Serviced – Oath of Confidentiality to be executed.
- Council will need to appoint a Substitute Returning Officer at the recommendation of Bernadette Dalpe.

Administrative:

- Reviewed payroll process with staff.
- Fielded several complaints about inspection/permit services transition.
- Meet with new inspection/permit service provider.
- Investigated 2 FOIP issues regarding Accounts Receivable Ageing Reports and Assessment Summaries.
- Verified that the November 2008 incident involving a contractor's truck is still eligible for claim under our insurance.
- Executed the FIRST EVER Mutual Aid Agreement with Saddle Lake First Nation.
- Attended Regional H2O Meeting and Tap Turning in Newbrook.
- Addressed photo enforcement technically – signage will be ordered.

Financial:

- Addressed 2 over-budget / unbudgeted Expenditures issues and realized budget room to cover them.

Next Month's Objectives:

- Will meet with Associated Engineering on Bridge Files.
- Meet with new Finance Manager/Comptroller to request a detailed snapshot of Departmental Statuses for next Council Meeting.

Human Resource:

- Met with 2 managers and reviewed Departmental Operations.
- Addressed with 2 sick leave concerns with staff.

Community:

- Support letter for Dickiebush Church for Grant Application.
- Support letter for Vern Billey's application to serve on Alberta Apprenticeship and Industry Training Board.
- Letter from Art Cunningham, Board Chair, Metis Crossing, dated July 27, 2009: Re: Annual Voyage Days Celebration – August 22 and 23, 2009.

Training:

- Registered with ARMAA.

Next Month's Objectives:

- Attend ARMAA conference on September 9-11 at Red Deer.

Metis Crossing
752-09: Bobocel

That County Council who can attend – attend the Metis Crossing Annual Voyage Days Celebration on August 22 and 23, 2009 held at the Metis Crossing Site.

Carried.

Financial Update: As annexed to the minutes:

↳ Financial Statement for the Month of **June 2009**.

Action List:

↳ **Action List:**
County Council: July 27, 2009.
County Department Operations: August 11, 2009.

753-09: Danyluk That the updated report for the period of August 4, 2009 to August 17, 2009 by the Chief Administrative Officer, be accepted and filed for information.

Carried.

Finance Manager's: Report

Municipal Sustainability Initiative(MSI) Funding

754-09: Coady That Smoky Lake County write a letter to the Honourable Ray Danyluk, Minister of Alberta Municipal Affairs requesting permission of the 2009 Municipal Sustainability Initiative (MSI) funding component allocated to the Joint Economic Development Initiative (JEDI) Board be carried over to Year 2010; due to the circumstances of searching for a replacement for the Community Economic Development Officer (CEDO) position.

Carried.

755-09: Coady That the Finance Manager's Report received by Tracy Rosichuk, Tax/Accounting Clerk for the period of July 15, 2009 to August 10, 2009, be accepted and filed for information.

Carried.

Tracy Rosichuk, Tax/Accounting Clerk left the Council Chambers, time 11:30 a.m.

Reeve's Report

Reeve Dareld Cholak presented the following report:

- Issues will be addressed during the Committee Task Force and Board reporting.
- Met with the Chief Administrative Officer during the first week of August.
- Addressing with the Minister – Road Project funding.

756-09: Bobocel That the Reeve's report received, be accepted.

Carried.

**Management Report: Public Works Manager
2009 Road Projects**

757-09: Bobocel That Smoky Lake County defer the 2009 Road Project MG912: Twp 584 between Hwy 859 – RR 144 and any remaining funding balance to Year 2010.

Carried.

2009 Gravel Crushing: Project

758-09: Coady

That Smoky Lake County approve the unbudgeted expenditure in the amount of \$80,000.00 for the 2009 Gravel Crushing Project completed by Ferby Sand and Gravel Ltd. at the White Earth Creek Gravel Pit and transfer funding from the Public Works Department 2009 Capital surplus.

Carried.

759-09: Danyluk

That the management report received for the period of August 10, 2009 to August 17, 2009 from Doug Ponich, Public Works Manager; be accepted and filed for information.

Carried.

Committee Task Forces and Boards: Report**Alberta HUB**

- K. Polturak Management & Consulting Inc. Report on “Community Readiness – Enhancing the Capacity for Economic Development Success in the HUB Region”, dated March 30, 2009 for the HUB Membership.
- Investment Readiness Index – Community Self Assessment Tool 2008 for Smoky Lake County – scored 56% and overall average for the HUB region was 45%.

Ambulance Committee

- Ambulance Dispatch Services has been centralized out of Peace River.
- Few members with-in the community participated in a test-call to verify that the service call works.

Community Futures Corporation: St. Paul / Smoky Lake Region

- No report.
- Meeting scheduled for August 26, 2009.

Evergreen Regional Waste Management

- Cell Construction has started.
- Step Students – doing good work.
- The appeal process is still in mediation stage regarding the license to operate a Regional Landfill Class 2.

Family Community Support Services Committee

- Meeting is scheduled for September 22, 2009.

Family-School Liaison Committee

- No report.

Fire and Rescue Committee**Vilna:**

- No report.

Waskatenau:

- No report.

Smoky Lake:

- No report.

Government Liaison Committee

- 3rd Annual Federation Charity Golf Classic Tournament held at Goose Hummock – Gibbons was a huge success.
- Disappointed with Jeff Johnson, M.L.A. office to no respond received for a 50th Wedding Anniversary when six-weeks' notice was provided.

9. Public Question and Answer Period:

11:55 a.m. to 12:09 p.m.

Judy Makowichuk

Comment: Would like to request from the County that Signage be placed on RR 164 in regards to ATV Riders and Photo Enforcement.

Reply: County is in the process of investigating to posting signage regarding Photo Enforcement at the Highway entrances for Public Awareness – not yet on the rural roads.

The Reeve Dareld Cholak recessed the meeting for Lunch, time 12:10 p.m.

Meeting Reconvene

The meeting reconvened on a call to order by Reeve Dareld Cholak at 12:50 p.m. in the presence of all Council members, and in the presence of the Chief Administrative Officer, and the Assistant Chief Administrative Officer/Recording Secretary.

5. Issues for Information:

Committee Task Forces and Boards: Report

Highway 28/63 Regional Water Group Steering Committee

- Highway 28/63 Regional Water Services Commission Meeting Tap Turning scheduled for September 21, 2009 in Waskatenau.
- Chlorine Testing is being addressed in Newbrook and Waskatenau.
- Construction in Waskatenau is 98% completed.

In-House Safety Committee

- Next meeting is scheduled for August 25, 2009.

Joint Economic Development Initiative (JEDI) Committee

- Community Economic Development Officer: Employment Position – Completed Interviews.
- JEDI Board to meet with the candidate again.

Municipal Planning Commission

- No report.

Northern Care

- No report.

North East Muni-Corr Ltd.

- North East Muni-Corr Ltd. Members of the Board scheduled to meet with the Engineer in St. Paul on August 21, 2009.
- Re-submitting Grant Application – unsuccessful the first time.
- Smoky Lake County is paying for the membership with DMO – recommend that a representative from JEDI Board attend.

Policy Committee

- No report.

R.C.M.P. Liaison Committee

- Met the Senior Constable in charge while the Sergeant is away.

Risk Control Management Committee

- **Minutes:** Added Named Insured:
Smoky Lake Agricultural Society:
Minutes: April 6, 2009; May 4, 2009; May 11, 2009; and July 6, 2009.

Smoky Lake Agricultural Society

- Ag Society is losing their Caterer.
- Contract Position: Gary Kulka for the Arena Caretaker and Happy Nest for the Hall Caretaker.

Smoky Lake Foundation

- Smoky Lake Bar-V-Nook Lodge: Occupancy down.
- Vilna Lodge: Occupancy down.
- Vilna Alzheimer's Unit: Full Occupancy.
- Self-Contained Units – Full Occupancy.

Smoky Lake Arts Retreat

- No report.

Victoria Settlement Advisory Committee

- No report.

Smoky Lake Heritage Board

- No Minutes.

Doctor Retention and Recruitment Committee

- 2nd Annual Rural Alberta Community Physician Recruitment and Retention (R&R) Workshop on September 23 and 24, 2009 in Nisku.

Joint Municipalities

- Recommend to the Village of Waskatenau to schedule a meeting for the next Joint Municipalities for Monday, September 28, 2009.

AAMD&C District 5

- Next Meeting scheduled for the AAMD&C District 5 for Monday, October 5, 2009 – hosted by County of Vermilion River.

Mons Lake Community Association

- Report presented by Councillor Lori Danyluk.
- Met with the Lorraine Millar, President of the Mons Lake Community Association.
- Concern: Speed Limit – would like 30km within the resort and on the main road into the resort.
- Pier: Would like the pier to line-up with the boat launch for next year.
- Would like the County to find another way of marking the edges of the boat launch in reference to the concrete pad.
- Widening of boat launch.
- Indicate swimming area: Up in May and down in September.
- Concern: Quantity of units of campers on the lots.
- Garbage pick-up at the campground within the lots after week-ends.
- Maintenance of Outhouses: beach and campground.
- Maintenance of playground area: Weeds on the beach and sand.
- East-end of day-use area: Sign “Byekewich Park” is missing, please replace.
- Dayusers – playground equipment and campfires.
- Signs regarding “No Dogs on Beach”.

760-09: Coady

That the Committee Task Force and Board Reports presented by Councillors be accepted.

Carried.

6. Correspondence:

761-09: Bobocel

That the following correspondence received from the Alberta Association of Municipal Districts and Counties, be filed for information:

- a. Contact Newsletter:
 - July 24, 2009.
- b. Contact Newsletter:
 - August 7, 2009
- c. Contact Newsletter:
 - August 14, 2009

Carried.

Goodfish Lake Road

762-09: Coady

That Smoky Lake County acknowledge receipt of the letter received from Honourable Luke Ouellette, Minister of Transportation, dated July 6, 2009 in regards to the Grant approval of \$800,000 to assist in the rehabilitation and oil-based paving of Goodfish Lake Road.

Carried.

50th Avenue Dust Control

763-09: Bobocel

That the Public Works Department schedule the work for the oiling of the road approximately 300 feet in the Town of Smoky Lake on 50th Avenue for Dust Control; as per letter received from Earla Wagar, Interim CAO, Town of Smoky Lake, dated August 13, 2009.

Carried.

Information Releases

764-09: Danyluk That the Information Releases, dated August 2009, be filed for Information.

Carried.

Reading File

No correspondence in the Reading File.

Bills & Accounts:

765-09: Bobocel That all the Bills and Accounts approved for payment, including the bills and accounts recommended for payment by the Natural Gas Council, including transfers to the Payroll Account be filed for information:

August 20, 2009		
Batch #	Cheque Numbers	Total of Batch
20883	24155 to 24198	\$ 89,236.68
20916	24199 to 24201	\$ 2,513.44
20918	24202 to 24214	\$ 167,841.14
20921	24215 to 24217	\$ 18,817.64
20919	24218 to 24225	\$ 54,548.30
20931	24226 to 24276	\$ 222,505.26
20947	24277	\$ 6,832.21
20967	24278 to 24331	\$ 122,480.10
20980	24332 to 24338	\$ 38,284.97
Sub-Total		\$ 723,059.74
Direct Debit Register		
20935	Smoky Lake County	\$ 135,847.23
20936	Smoky Lake County	\$ 117,648.68
20938	Bank of Canada	\$ 2,050.00
Total Direct Debits		\$ 255,495.91
Total		\$ 978,555.65

Carried.

County Council Meetings

766-09: Bobocel That the next **County Council Meetings** be scheduled for Thursday, **September 17, 2009** at 9:00 a.m. to be held at the County Council Chambers; and on Thursday, **October 29, 2009** following the Organizational Meeting to be held at the County Council Chambers; and on Thursday, **December 10, 2009** at 9:00 a.m. to be held at the County Council Chambers; and that the **County Council Departmental Operations Meetings** be scheduled for Tuesday, **November 24, 2009** at 1:00 p.m. to be held at the County Council Chambers.

Carried.

8. Executive Session

County Land and Personnel Issue

767-09: Coady That County Council go into an executive session to discuss a County land and personnel issue, time 1:25 p.m.

Carried.

Lydia Cielin, Assistant Chief Administrative Officer left the Council Chambers, time 2:00 p.m.

768-09: Coady That County Council go out of an executive session, time 2:39 p.m.

Carried.

ADJOURNMENT:

769-09: Bobocel That this meeting be adjourned, time 2:40 p.m.

Carried.

REEVE

S E A L

CHIEF ADMINISTRATIVE OFFICER