

**SMOKY LAKE COUNTY**

Minutes of the **County Council meeting** held on Tuesday, **August 24, 2010** at 9:10 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>Tuesday, August 24, 2010</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	Randy Orichowski	Present
C.A.O.	Cory Ollikka	Present
Asst CAO/R.S	Lydia Cielin	Present
Finance Manager	Brenda Adamson	Present

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3 Members of the Public in attendance.

**Minute of Silence**

Minute of Silence in respect for Larry Mazur, acknowledging the loss of a long-term employee of 31 years of dedicated service with Smoky Lake County.

**2. Agenda:**

**Agenda**

791-10: Coady

That the Agenda for Tuesday, August 24, 2010 County Council meeting, be adopted as presented.

Carried Unanimously.

**3. Minutes:**

**Minutes of June 10, 2010 - County Council Meeting**

792-10: Danyluk

That the minutes of the County Council Meeting held on Thursday, June 10, 2010 be adopted.

Carried.

**Minutes of June 10, 2010 - County Council Committee of the Whole Meeting – Planning Meeting**

793-10: Orichowski

That the minutes of the County Council Committee of the Whole – Planning Meeting held on Thursday, June 10, 2010 be adopted.

Carried.

**Minutes of June 24, 2010 – County Council Meeting**

794-10: Bobocel

That the minutes of the County Council Meeting held on Thursday, June 24, 2010 be adopted.

Carried.

**Minutes of July 8, 2010 - County Council Committee of the Whole Meeting – Planning Meeting**

795-10: Danyluk That the minutes of the County Council Committee of the Whole - Planning Meeting held on Thursday, July 8, 2010 be adopted.

Carried.

**Minutes of July 26, 2010 – County Council Meeting for the purpose of Departmental Operations**


796-10: Bobocel That the minutes of the County Council Meeting for the purpose of Departmental Operations held on Monday, July 26, 2010 be adopted.

Carried.

**4. Request For Decision(s):**

**Policy Statement No. 01-18-01: Family Farm Centennial Award**

797-10: Danyluk That **Policy Statement No. 01-18-01** entitled "Family Farm Centennial Award" be adopted, as amended:

<b>Purpose:</b>	To provide a guideline for centennial tributes
<b>Policy Statement and Guidelines:</b>	
<b>1. STATEMENT</b>	
1.1 County Council acknowledges the significant contribution made by settlers, homesteaders, multi-generational family farmers in Alberta and is proud to recognize the centennial anniversary of residents in Smoky Lake County.	
<b>2. DEFINITION</b>	
2.1 " <b>Homestead</b> " means a farm house or residence located on a quarter section or lesser area.	
<b>3. GUIDELINE:</b>	
3.1 Rural residents of Smoky Lake County whose family has continuously owned a farm, ranch, or homestead and/or actively farmed for a minimum of 100 years are eligible for recognition under this policy.	
3.2 Applicants must currently own the original homestead.	
3.2.1 Only one award will be issued per homestead.	
<b>4. PROCEDURE:</b>	
4.1 Applicants shall submit <b>Schedule "A": Request for Family Farm Centennial Award.</b>	
4.1.1 Date homestead established.	
4.1.2 Kinship ties between the applicant and the founder of the farm, ranch or homestead.	
4.1.3 Dates each subsequent landowner/occupant resided on the homestead.	
4.2 Requests should be submitted at least two (2) months prior to the date of celebration if the award is to be presented at a celebratory function.	
4.3 Applicants will be notified when the Award is prepared. If requested by the applicant, the Councillor of the area in which the homestead is located may present the Award personally.	
 <b>SCHEDULE "A"</b> <u>REQUEST FOR FAMILY FARM CENTENNIAL AWARD</u>	
Applicant Name: _____	
Date of Application: _____	Telephone: _____

**Homestead location: (Legal Property):**

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Section      Quarter      Township      Range      Median

Date of Homestead Establishment: \_\_\_\_\_

Descendants' Kinship Ties (beginning with Founder of Homestead):

NAME	RELATIONSHIP	DATES ON HOMESTEAD

Date of Celebration: \_\_\_\_\_

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Local Councillor or Councillor representative request to present Award?

Yes, Please

No, not necessary

Carried.

**Bylaw No. 1202-09: Close and Dispose of Undeveloped Road Plan 6259BM: NE 32-59-13-W4 and SE 32-59-13-W4**

798-10: Coady

That **Bylaw No. 1202-09:** authorize the Municipal Council of Smoky Lake County for the purpose of closing to Public Travel and Disposing of portions of a Public Highway hereby close and consolidate the unused portion of the Undeveloped Road registered in Road Plan 6259BM within NE 32-59-13-W4, affecting 4.75 Acres (1.923 Hectares) and SE 32-59-13-W4, affecting 0.76 Acres (0.308 Hectares) for a Total of 5.51 Acres (2.231 Hectares) and to Consolidate within NE 32-59-13-W4 and SE 32-59-13-W4, be given **SECOND READING**.

Carried.

Moved by Councillor Danyluk that **Bylaw No. 1202-09:** authorize the Municipal Council of Smoky Lake County for the purpose of closing to Public Travel and Disposing of portions of a Public Highway hereby close and consolidate the unused portion of the Undeveloped Road registered in Road Plan 6259BM within NE 32-59-13-W4, affecting 4.75 Acres (1.923 Hectares) and SE 32-59-13-W4, affecting 0.76 Acres (0.308 Hectares) for a Total of 5.51 Acres (2.231 Hectares) and to Consolidate within NE 32-59-13-W4 and SE 32-59-13-W4, 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.

**Bylaw No. 1203-09: Close and Dispose of Undeveloped Road Plan 2241ET: SE 16-57-13-W4; SW 16-57-13-W4 and NW 16-57-13-W4**

799-10: Orichowski

That **Bylaw No. 1203-09:** authorize the Municipal Council of Smoky Lake County for the purpose of closing to Public Travel and Disposing of portions of a Public Highway hereby close and consolidate the unused portion of the Undeveloped Road registered in Road Plan 2241ET within SE 16-57-13-W4,

**affecting 1.67 Acres (0.676 Hectares) and SW 16-57-13-W4 affecting 0.801 Acres (0.324 Hectares) and NW 16-57-13-W4 affecting 1.60 Acres (0.648 Hectares) for a Total of 4.071 Acres (1.648 Hectares) and to Consolidate within SE 16-57-13-W4, SW 16-57-13-W4 and NW 16-57-13-W4, be given SECOND READING.**

Carried.

Moved by Councillor Bobocel that **Bylaw No. 1203-09**: authorize the Municipal Council of Smoky Lake County **for the purpose of closing to Public Travel and Disposing of portions of a Public Highway hereby close and consolidate the unused portion of the Undeveloped Road registered in Road Plan 2241ET within SE 16-57-13-W4, affecting 1.67 Acres (0.676 Hectares) and SW 16-57-13-W4 affecting 0.801 Acres (0.324 Hectares) and NW 16-57-13-W4 affecting 1.60 Acres (0.648 Hectares) for a Total of 4.071 Acres (1.648 Hectares) and to Consolidate within SE 16-57-13-W4, SW 16-57-13-W4 and NW 16-57-13-W4,** 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.

## **5. Issues for Information:**

### **Chief Administrative Officer's Report**

The Chief Administrative Officer gave an updated report to Council for the period of June 24, 2010 to August 23, 2010.

#### **Legislative / Governance:**

- Election "Polling Stations" and Election "Advance Poll". The Returning Officer has recommended a list of Polling Stations, based on previous elections.
- Advance Poll: June 24, 2010 – Motion #702: To hold an Advance Poll. Returning Officer has set Advance Poll to be held on October 9, 2010 from 12:00 p.m. to 4:00 p.m. at the County Office.
- County of Paintearth, No. 18 is celebrating the grand opening of their new Administration Building.
- MLA Jeff Johnson is hosting Athabasca-Redwater P.C. Association Golf Tournament on September 10, 2010 at Goose Hummock.

#### **Administrative:**

- Request received from Robert Herrick for Roadway License Agreement: between NE 10-61-19-W4 and NW 11-61-19-W4. Purpose: Protection of Silvercultural (trees) and Security.
- Alberta Health Services – Community Update: Welcome Dr. Johnson Fatokun, family physician to Smoky Lake.
- Thank You card from Dr. Hendrik Lourens.
- Will be hosting Karin and Alan from the UCA: Utilities Consumer Advocate on September 15, 2010, as they are coming through the region visiting communities.
- Wrote backgrounder for August 4, 2010 meeting with Environment Minister, Rob Renner, and subsequently hosted a meeting with two civil servants from the ministry on August 14, 2010. I believe this file is well under control. We will be submitting an application to the Ministry for a 10-20 year approval to utilize the "gizmo" on problem beaver dams within the County boundaries.

- Spoke with Nash Kara from Alberta Environment. Re: Garner/Birchland. He would like Smoky Lake County to participate in a pilot project to provide signage and educate lake dwellers about development/disturbance of environmental reserve as well as bed and shore.

**Financial:**

- Dale Chapelsky, Salesman with Finning Canada will be here at 11:00 a.m. to update Council on the 14M Graders.
- Re-submitted MSI Grant Application for replacement water meters – Hamlet of Warspite.

**Human Resources:**

- Continue working on HR files with Management. Updating Job Descriptions.

**Community:**

- Received a letter from Dominique Cere, H.A. Kostash and Ashley Romaniuk, Vilna School – request financial support for the Bennett Centre overnight fieldtrip.
- Delivered 12 tonnes of gravel to the Vilna Arena – preparation for its Vilna Boom Town Days Celebrations held on August 21, 2010; and agreed to provide 15 tonnes of gravel to help the Smoky Lake Agricultural Society fix some destruction of their grounds.

**2010 Election: Polling Stations**

800-10: Coady

That Smoky Lake County Council confirm that the Election Polling Stations for the 2010 Municipal Election be as follows, as set by the Returning Officer:

Division One	Spedden National Hall Vilna Cultural Centre
Division Two	Stry 75 <sup>th</sup> Anniversary Hall Dickiebush Hall
Division Three	Warspite Community Hall Smoky Lake National Hall
Division Four	Bellis National Hall Smoky Lake National Hall
Division Five	Waskatenau Community Centre Smoky Lake National Hall

Carried.

**County of Paintearth, No. 18**

801-10: Bobocel

That the correspondence received the County of Paintearth No. 18 in regards to the celebration of the grand opening of the new County Administration Building on September 29, 2010 at 2:00 p.m., be filed for information.

Carried.

**Athabasca-Redwater P.C. Association**

802-10: Danyluk

That Smoky Lake County Council who can attend – attend at no cost to the County to Jeff Johnson, MLA, Athabasca-Redwater P.C. Association Golf Tournament on September 10, 2010 at the Goose Hummock Golf Resort.

Carried.

**Roadway License Agreement: Arlene Herrick**

803-10: Coady That Smoky Lake County enter into a Roadway License Agreement with Arlene Herrick for miscellaneous purpose of Silvercultural (trees) and Security for roadway between NE 10-61-19-W4 and NW 11-61-19-W4.

Carried.

**Dr. Johnson Fatokun and Dr. Hendrik Lourens**

804-10: Bobocel That the correspondence received from Alberta Health Services – Community Update welcoming Dr. Johnson Fatokun, family physician to Smoky Lake and the thank you card received from Dr. Hendrik Lourens, be filed for information.

Carried.

**UCA: Utilities Consumer Advocate**

805-10: Bobocel That County Council and appropriate administration who can attend – attend the luncheon meeting with UCA: Utilities Consumer Advocate members visiting Smoky Lake Community on September 15, 2010.

Carried.

**Alberta Environment: Garner Lake/Birchland Resort**

806-10: Coady That Smoky Lake County support the efforts of Alberta Environment to create an educational pilot project on Garner Lake /Birchland Resort and explore the possibility of participating in such a project along with other stakeholders.

Carried.

**H.A. Kostash School and Vilna School: Funding Request**

807-10: Bobocel That Smoky Lake County donate in the amount of **\$1,000.00** to H.A. Kostash School Grade Five Class and to Vilna School Grade Five Class for the Bennett Centre Overnight Fieldtrip; and allot funding from the 2010 F.C.S.S. Budget.

Carried.

**Village of Vilna and Smoky Lake Agricultural Society**

808-10: Coady That County Council approve the action taken by the Chief Administrative Officer for the donation of 12 tonnes of gravel to the Vilna Agricultural Society Arena and for 15 tonnes of gravel to the Smoky Lake Agricultural Society.

Carried.

**Financial Update:**

As annexed to the minutes:

↳ Financial Statement for the Month of **June 2010.**

**Action List:**

↳ **Action List:**

- **County Council Meeting: June 10, 2010.**
- **County Council Meeting: June 24, 2010.**
- **County Council Meeting for the purpose of Departmental Operations: July 8, 2010.**

809-10: Orichowski That the updated report for the period of June 24, 2010 to August 23, 2010 by the Chief Administrative Officer, be accepted and filed for information.

Carried.

Ed English, Peace Officer/Recreation Manager entered the Council Chambers, time 9:50 a.m.

Doug Ponich, Public Works Manager; and Bob Novosiwsky, Public Works Foreman entered the Council Chambers, time 9:55 a.m.

**7. Delegation(s):**

**Mons Lake Association**

Mons Lake Association members present for the delegation:

- ▶ Dave Holiwaty
- ▶ Brian Cheston
- ▶ Richard Baptist
- ▶ Joyce Bykewich
- ▶ Jo-Anne Tough
- ▶ Onorka Mudryk
- ▶ Lorraine Miller
- ▶ Vicki Krug
- ▶ Glenda McGinnis

Self-Introductions were made.

**Lorraine Miller and Vicki Krug**

Present before County Council at 10:00 a.m. to 10:29 a.m. were Lorraine Miller and Vicki Krug from the Mons Lake Association to address issues of concern at the Mons Lake Campsite and Boat Launch.

Council Reply: The Peace Officer/Recreation Manager and Public Works Manager will meet with the Mons Lake Association to address the issues of concern.

Ed English, Peace Officer/Recreation Manager left the Council Chambers, time 10:30 a.m.

**Richard Baptist**

Present before County Council at 10:30 a.m. to 10:47 a.m. was Richard Baptist, Mons Lake Association to discuss the conditions of roads within the Mons Lake sub-divisions.

Council Reply: Will address the Mons Lake sub-division roads at the next scheduled Budget Meeting for the Three-Year Road Plan.

Dave Kully, Public Works Shop Foreman entered the Council Chambers, time 11:00 a.m.

**Finning Canada**

Present before County Council at 11:10 a.m. to 11:29 a.m. was Dale Chapelsky, Salesman, Finning Canada to update County Council on the service, warranty and recall issues on the 14M Graders.

810-10: Danyluk That County Council defer the discussion on the Finning Proposal on the service, warranty and recall issues on the 14M Graders with Finning Canada to a future meeting.

Carried.

**9. Public Question and Answer Period:**

**11:30 a.m.**

No questions from the public.

Doug Ponich, Public Works Manager; Bob Novosiwsky, Public Works Foreman; and Dave Kully, Public Works Shop Foreman left the Council Chambers, time 11:35 a.m.

**5. Issues for Information:**

**Finance Manager’s: Report**

Brenda Adamson, Finance Manager provided an updated Finance report for the period of July 15, 2010 to August 13, 2010.

**2010 Tax Sale**

811-10: Bobocel That Smoky Lake County approve the properties with Tax Notification Listing to be advertised as follows for the 2010 Tax Sale:

<u>Roll Number</u>	<u>Legal Land Description</u>
13620310	SE 3-62-13-W4
19600221	Lot 1, Block 1, Plan 032 2890
40300415	Lot 15, Block 4, Plan 314HW

and that the 2010 Tax Sale be scheduled for Monday, November 8, 2010 at 1:00 p.m.

Carried.

**Property Tax Levy and Penalty Cancellation**

812-10: Danyluk That Smoky Lake County cancel the 2009 Tax Levy in the amount of \$72.58 and the November 1, 2009 and the March 1, 2010 Property Tax Penalties in the amount of \$15.24 for a total in the amount of \$87.82 for Tax Roll Account Number 14582141.

Carried.

**Property Tax Levy: Penalty**

813-10: Danyluk That Smoky Lake County uphold the 2009 Property Tax Levy Penalties of November 1, 2009 and March 1, 2010 in the amount of \$81.22 for Tax Roll Account Number 19590610.

Carried.

**Accounts Receivable: Cancellation**

814-10: Orichowski That Smoky Lake County cancel the Invoice No. 7189 in the amount of \$30.00 and penalties in the amount of \$175.19 on the Accounts Receivable Account Number 2221.

Carried.

**Accounts Receivable: Penalty Cancellation**

815-10: Danyluk That Smoky Lake County cancel the penalties in the amount of \$97.56 on the Accounts Receivable Account Number 2102.

Carried.

**Accounts Receivable: Penalty Cancellation**

816-10: Bobocel That Smoky Lake County cancel the penalties in the amount of \$37.59 on the Accounts Receivable Account Number 2490.

Carried.

**Accounts Receivable: Penalty Cancellation**

817-10: Coady That Smoky Lake County cancel the penalties in the amount of \$2.21 on the Accounts Receivable Account Number 3333.

Carried.

**Accounts Receivable: Invoice and Penalty Cancellation**

818-10: Coady That Smoky Lake County cancel the Invoice in the amount of \$707.86 and penalties in the amount of \$229.54 on the Accounts Receivable Account Number 2840.

Carried.

**Accounts Receivable: Cancellation**

819-10: Bobocel That Smoky Lake County cancel the gravel sale charges in the amount of \$267.51 and the penalties in the amount of \$579.74 on the Accounts Receivable Account Number 2744.

Carried.

820-10: Danyluk That the Finance Manager’s Report received by Brenda Adamson for the period of July 15, 2010 to August 13, 2010, be accepted and filed for information.

Carried.

**Management Policy Statement: 01M-02-06: Finance Manager: Job Description**

821-10: Bobocel That County Council accept the received Management Policy: 01M-02-06 entitled “Finance Manager: Job Description”, for information.

<b>Purpose:</b>	<p>The Finance Manager will maintain responsibility for the management, leadership, and supervision of the Finance Department, including the development and recommendation of both short and long term financial strategies, policy formulations, budget coordination and presentation, as well as implementation of appropriate accounting policies and procedures.</p> <p>The Finance Manager shall report directly to the Chief Administrative Officer and the Assistant Chief Administrative Officer.</p> <p>The Finance Manager may delegate the performance of assigned duties to staff who report directly to him/her.</p>
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**Policy Statement and Guidelines:****RESPONSIBILITIES****1. Financial:**

- 1.1 Comptroller of the Revenues and Expenditures to include:
- 1.1.1 Prepare annual and monthly financial status reports.
  - 1.1.2 Reconcile general ledger control accounts.
  - 1.1.3 Ensure that the year-end external audit is administered effectively. Prepare year-end working papers, schedules and anything else for the auditors as required for the audit. Assist in the preparation of the Financial Statement – work with the Auditor.
  - 1.1.4 Provide financial information and analysis as requested by the Chief Administrative Officer.
  - 1.1.5 Prepare monthly financial reports with supporting schedules.
  - 1.1.6 Maintain a chart of ledger accounts and updates as required.
  - 1.1.7 Ensure all debentures are paid when due.
  - 1.1.8 Supervise all aspects of the Tax Assessment Roll.
  - 1.1.9 Execute all necessary sections of the Municipal Government Act and any other legislation.
- 1.2 Apply accepted accounting principals to the overall financial management of the County to include:
- 1.2.1 Supervision and coordination of the business and accounting functions of the organization.
  - 1.2.2 Overseeing the accounting function and ensuring that timely, accurate, monthly and annual financial information is provided.
  - 1.2.3 Responsible for reporting on grants and organizing all grant information.
  - 1.2.4 Assist Departments with Grant Applications.
- 1.3 Administration of Budget Control Procedures:
- 1.3.1 Provide cash flow budgets and forecasts and ensure cash is managed in accordance with company policy.
  - 1.3.2 Prepare a monthly budget variance report for council and the Chief Administrative Officer.
  - 1.3.3 Prepare and present the Municipal Annual Budget and Capital Plan.
  - 1.3.4 Supervise and maintain the Tangible Capital Assets.
- 1.4 Monitor the Implementation of checks and balances within the Departments.
- 1.5 Ensure appropriate accounting controls are in place.

**2. Computer Management:**

- 2.1 Ensure the integrity of the AS400 Accounting System.
- 2.2 Ensure that Finance Staff is properly trained and supervised.

**3. Specific Duties:**

- 3.1 Chart of Accounts: List of all account numbers and names as per department according to MACS (Municipal Account Coding Structure) as set out.
- 3.1.1 Coding is done for:
- Revenues: Operating accounts and Capital Accounts.
  - Expenditures, Assets, Liabilities: For all County and Gas Department.
- 3.2 General Ledger Detail: From computer print outs, an accounting record in detail as to what was coded to which account and totals for each account expended or received by County and Gas.
- 3.2.1 All accounts are coded as to which line they will appear on the Financial Statement after the audit.

- 3.3 Inter Funding of Capital: Funding of capital items from one function to another as funds from Operating to Capital.
- 3.4 Debenture Register: Keep records of all debentures of the County as to the fixed time of year they are payable according to the amount of fixed Principal and carrying interest until they are paid in full. Each debenture is written out separately.
- 3.5 Preparation For Audit: Balancing records and complete all invoices for payment.
- 3.6 Ensure the general ledger is accurate, all transactions are entered correctly.
- 3.7 Prepare and post journal entries.
- 3.8 Maintain TCA: Tangible Capital Assets and Amortization Register.

**OTHER RESPONSIBILITIES**

- Other office responsibilities as assigned from time to time.

**KNOWLEDGE AND ABILITIES**

- Comprehensive knowledge of approved office procedures and accounting principles.
- Accounting training, preferably with accreditation.
- Ability to organize and disseminate information.
- Business training.
- Computer and word processing training.

**STAFF DEVELOPMENT**

- Attend Workshops and Seminars as required.

**EMPLOYEE PERFORMANCE EVALUATION**

- By the Chief Administrative Officer – yearly.

**SALARY RANGE**

- As per **Policy 01-03: Organizational Chart.**

Carried.

**Reeve's Report**

Reeve Dareld Cholak presented the following report:

- Minutes: Northern Alberta Mayor's and Reeves' Caucus Meeting #47 held on June 25, 2010.
- Federation of Alberta Gas Co-ops Ltd. 2010 Zone 3 and 4 Meeting scheduled for November 9, 2010 in Lac La Biche.
- Letter received Honourable Yvonne Fritz, Minister of Children and Youth Services, dated August 16, 2010 – Re: Recruitment to Children and Youth Services' Boards and Appeal Panels.
  - ▶ Submission for applications to serve on CFSA: Child and Family Services Authority Board or one of the Ministry's Appeal Panels.
  - ▶ Individual to apply if interested.
- Memorial Service for Larry Mazur: Thursday, August 19, 2010 at 7:00 p.m. at the Vilna Cultural Centre.
- Issues will be addressed during the Committee Task Force and Board reporting.

822-10: Coady

That the Reeve's report received, be accepted.

Carried.

**Management Report:  
Public Works Foreman  
Job Description**

**Management Policy Statement: 01M-06-03: Public Works Road Foreman:  
Job Description**

823-10: Orichowski

That County Council accept the received Management Policy: 01M-06-03 entitled "Public Works Road Foreman: Job Description", for information.

<b>Purpose:</b>	<p>The Public Works Road Foreman will maintain responsibility for the management, leadership, and supervision of the Public Works Department to provide road authority service to ratepayers under the supervision of the Public Works Manager.</p> <p>To be a liaison between the County and the resource industry on matters of mutual concern such as road use, pipeline and other crossings, access and haul roads.</p> <p>The Public Works Road Foreman shall report directly to the Public Works Manager.</p>
<b>Policy Statement and Guidelines:</b>	
<b>RESPONSIBILITIES</b>	
<p><b>1. Road Authority Service:</b></p> <p>1.1 Assist the Public Works Manager in preparing standards and procedures for haul roads, access roads and approaches, pipeline installations and road crossing for adoption by Council.</p> <p>1.2 Assist the Public Works Manager with supervising road construction projects and maintenance.</p> <p>1.3 Supervise the grader operators' responsibilities to ensure roads are in good travelling conditions.</p> <p>1.4 Attend meetings of the County, as required to inform Council on road issues.</p> <p>1.5 Inspect sites and approve permits for road approaches in consultation with the Public Works Manager.</p> <p>1.6 Address and inspect road allowance concerns.</p> <p>1.7 Follow-up on Public concerns in regards to roads on an on-going basis.</p> <p><b>2. Industry Liaison Officer:</b></p> <p>2.1 Meet regularly with field representatives of all industries operating in the County to inform industry of the municipality's standards and procedures relative to their operations.</p> <p>2.2 Advise industry of any infractions, problems and concerns of the County as related to their operations.</p> <p>2.3 Inform the Public Works Manager of all industrial activity in the County.</p> <p>2.4 Attend meetings as required by Council:</p> <p style="padding-left: 20px;">2.4.1 To inform Council on industry activity and to relay concerns.</p> <p style="padding-left: 20px;">2.4.2 To discuss and resolve concerns of Council and the industry.</p> <p>2.5 Approve, inspect and monitor haul routes and road for log hauls, gravel hauls and any other major activity in the County, including the negotiation of Road Use Agreements.</p> <p>2.6 Meet with gravel developers hauling gravel within the County.</p> <p>2.7 Approve and inspect overweight hauls on County roads and issue necessary permits.</p>	

- 2.8 Establish and maintain effective communication links with different industries to ensure that all statements and recommendations reflect the best interest of the County.

3. Pipelines:

- 3.1 Approve and inspect oil rigs moves within, into and out of the municipality.
- 3.2 Approve pipeline installations in the County in consultation with the Natural Gas Utility Manager.
- 3.3 Approve and inspect pipeline road crossings in the County and advise the Natural Gas Department.
- 3.4 Approve seismic operations carried on in the County in consultation with the Natural Gas Utility Manager.

**OTHER RESPONSIBILITIES**

- Inspect approach access for sub-division development requests.
- Assist the Agricultural Department with Beaver Flooding Problems affecting road conditions.
- Issue Fire Permits when required.
- Other responsibilities or duties as assigned by the Public Works Manager, Chief Administrative Officer and/or Assistant Chief Administrative Officer.

**KNOWLEDGE AND ABILITIES**

- Comprehensive knowledge of Provincial and Federal Safety Legislation, Occupational Health and Safety Regulations and Municipal Safety Program.
- Knowledge of Road Construction and Maintenance Equipment.
- Knowledge of Heavy Equipment Operation.
- Knowledge of relevant statutes and regulations that are applicable and ensure the provisions are maintained.
- Ability to organize and provide leadership to employees.
- Supervisory Skills.
- Ability to work independently.

**STAFF DEVELOPMENT**

- Attend Workshops and Seminars as required.

**EMPLOYEE PERFORMANCE EVALUATION**

- By the Public Works Manager – yearly.

**SALARY RANGE**

- As per **Policy 01-03: Organizational Chart.**

Carried.

**Peace Officer/ Recreation Manager**

Ed English, Peace Officer/Recreation Manager entered the Council Chambers, time 12:05 p.m.

- Discussion held on County Parks for clarification of management processes.

**Agricultural Fieldman/Fire Chief**

Scott Franchuk, Agricultural Fieldman/Fire Chief entered the Council Chambers, time 12:09 p.m.

**8. Executive Session:**

824-10: Bobocel That County Council go into an Executive Session to discuss a personnel issue, time 12:10 p.m.

Carried.

825-10: Orichowski That County Council go out of an Executive Session, time 12:20 p.m.

Carried.

**Safety Officer  
Job Description**

**Management Policy Statement: 01M-14-01: Safety Officer: Job Description**

826-10: Danyluk That County Council accept the received Management Policy: 01M-14-01 entitled "Safety Officer: Job Description", for information.

<b>Purpose:</b>	<p>The Safety Officer will coordinate and supervise all aspects of the County's Health &amp; Safety program for the Smoky Lake County staff, contractors and volunteers in order to help prevent injuries and workplace accidents and reduce risk through education and awareness.</p> <p>The Director of Disaster Services and Emergency Response role is accountable for disaster management including preparedness, response, recovery, and for excellence in planning and coordination of recovering from disasters. This position provides leadership, oversight, and operational coordination in the delivery of effective disaster response and recovery. The Director's key accountabilities are: strategic leadership and direction for disaster response and recovery; delivering integrated disaster management; ensuring Region's ability to deliver services; advocacy of the importance of disaster management to the organization; and accountability of planning and recovery results.</p> <p>The Safety Officer shall report directly to the Public Works Manager.</p>				
<b>Policy Statement and Guidelines:</b>					
<table border="1" style="width: 100%;"> <tr> <td colspan="2" data-bbox="594 1852 907 1905" style="text-align: center;"><b>RESPONSIBILITIES</b></td> </tr> <tr> <td data-bbox="594 1929 708 1964">1. <u>Safety:</u></td> <td data-bbox="729 1972 1372 2475"> <ul style="list-style-type: none"> <li>1.1 Coordinate the development and maintenance of the County's Health &amp; Safety program.</li> <li>1.2 Coordinate and develop, update and maintain the County's Health &amp; Safety Manual.</li> <li>1.3 Work with the appropriate staff to develop and implement Safe Work Practices for specific tasks in all County operations.</li> <li>1.4 Coordinate and educate staff on safe work practices as well as risk management strategies through courses, seminars and training sessions.</li> <li>1.5 Provide new employees with Safety Orientation and training before starting their jobs.</li> <li>1.6 Ensure the County's Health &amp; Safety program meets Alberta Municipal Health and Safety Association (AMHSA) audit requirements and government legislation.</li> </ul> </td> </tr> </table>		<b>RESPONSIBILITIES</b>		1. <u>Safety:</u>	<ul style="list-style-type: none"> <li>1.1 Coordinate the development and maintenance of the County's Health &amp; Safety program.</li> <li>1.2 Coordinate and develop, update and maintain the County's Health &amp; Safety Manual.</li> <li>1.3 Work with the appropriate staff to develop and implement Safe Work Practices for specific tasks in all County operations.</li> <li>1.4 Coordinate and educate staff on safe work practices as well as risk management strategies through courses, seminars and training sessions.</li> <li>1.5 Provide new employees with Safety Orientation and training before starting their jobs.</li> <li>1.6 Ensure the County's Health &amp; Safety program meets Alberta Municipal Health and Safety Association (AMHSA) audit requirements and government legislation.</li> </ul>
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- 1.7 Perform annual safety Audits on the Health and Safety Program to maintain the County's status with the Partners in Reduction program (PIR) maintaining the County's Certificate of Recognition (COR) through WCB.
- 1.8 Maintain Health and safety records, statistics and program administration.
- 1.9 Ensure that personal protective equipment (PPE), first aid supplies and emergency equipment comply with current legislation.
- 1.10 Act as the liaison between the County and Provincial and Federal health and safety authorities.
- 1.11 Coordinate and conduct inspections of County facilities, job sites and contractor worksites to ensure compliance.
- 1.12 Coordinate and conduct inspections of County's Added Named Insured (ANI) or when necessary or requested.
- 1.13 Work with Assistant Chief Administrative Officer for compliance for ANI's on County's insurance.
- 1.14 Investigate and review all workplace incidents for causes and/or trends and make recommendations to prevent recurrence.
- 1.15 Report to the Occupational Health and Safety (OHS), Workers' Compensation Board and other regulatory authorities as required.
- 1.16 Assist in the administration of a Disability Management program.
- 1.17 Coordinate and administer County procedures with regards to work alone legislation.
- 1.18 Act as an advisor for the County's joint Health and Safety Committee.
- 1.19 Hold weekly toolbox safety meetings for staff and report safety concerns and past incidents.
- 1.20 Attend weekly management meetings and report safety concerns and past incidents.
- 1.21 Coordinate annual safety meeting for all staff.

## 2. Director of Disaster Services:

### 2.1 Judgment and Decisiveness:

- 2.1.1 A high degree of independent initiative, discretion, and sound judgment, as well as the ability to integrate organizational priorities, meet deadlines and deliver results.
- 2.1.2 Proven record of decisive action, even in uncertain situations, by making sound and timely decisions necessary to carry out programs and policies and maintain systems operation.
- 2.1.3 Diverse and meaningful track record using seasoned judgment and ingenuity to resolve unprecedented problems or situations where guidelines are not readily available.
- 2.1.4 Demonstrated skill in evaluating emergency/crisis situations and demonstrating leadership in interactions with employees, contractors, public officials, other government agencies, and the public, especially during critical emergency incidents.
- 2.1.5 Demonstrated experience reacting calmly and effectively in emergency and stressful situations with rapidly changing priorities.

### 2.2 Analysis and Advising:

- 2.2.1 Demonstrated ability to analyze complex emergency situations and commit to effective strategies, responses and positions with little or no guidance or precedence.
- 2.2.2 Sufficient subject matter expertise and analytical capacity to interpret and provide expert advice

regarding Region's Disaster Management and Recovery policies.

2.3 Communication:

2.3.1 Extremely adapt at effective and persuasive communication to elicit information, resolve problems, negotiate solutions, and garner support for various programs and policies.

2.3.2 Highly skilled and experienced in designing communication strategies to convey complex and critical information to diverse audiences.

2.4 Negotiation and Problem-Solving:

2.4.1 Significant experience initiating and leading the collaboration, facilitation and coordination of all individuals and resources involved in emergency and non-emergency situations.

2.4.2 Must possess a strong track record of collaboration and teamwork beyond direct-line reporting to ensure efficient relationship with Development and disaster management resources.

2.5 Supervisory Skills:

2.5.1 Ability to make sound and timely decisions necessary to carry out programs and policies.

**OTHER RESPONSIBILITIES**

- Coordinate and administer cellular phones and related services for all staff in conjunction with Planning and Communications Department.
- Work together with the County Fire Chief to ensure that radio communication is working properly for work safety.
- Ability to work with Regional Emergency Plan.
- Other duties as assigned by Public Works Manager, Chief Administrative Officer and Assistant Chief Administrative Officer.

**KNOWLEDGE AND ABILITIES**

- Asset to have AMHSA Certificate as a Municipal Health and Safety Advisor.
- Preference given to individuals with AMHSA auditor certification.
- Effective communication (oral and written) and presentation skills.
- Good leadership skills.
- Good organizational skills, especially in regards to disaster response and recovery.
- Computer skills (Microsoft Office, Word, Excel).
- Problem solving and decision making skills.
- Ability to deal with confidential and case-sensitive information and issues.
- Training in Risk Management principals and programs.
- Preferably, degree in Disaster Management.
- Asset to have training in instructional courses for training staff.
- Ability to cope with ambiguity and effectively handle complex emergency situations.
- Ability to complete grants.

**STAFF DEVELOPMENT**

- Attend Workshops and Seminars as required.

<p><b>EMPLOYEE PERFORMANCE EVALUATION</b></p> <ul style="list-style-type: none"> <li>■ By the Public Works Manager – yearly.</li> </ul>
<p><b>SALARY RANGE</b></p> <ul style="list-style-type: none"> <li>■ As per <b>Policy 01-03: Organizational Chart.</b></li> </ul>

Carried.

**Management Reports**

827-10: Coady

That the management reports received for the period of July 27, 2010 to August 16, 2010 from Doug Ponich, Public Works Manager; Bob Novosiwsky, Public Works Foreman; Dave Kully, Public Works Shop Foreman; Ed English, Peace Officer; John Malysh, Natural Gas Manager; Dave Franchuk, Water, Wastewater and Waste Management Manager; Scott Franchuk, Agricultural Service Board/Fire Chief; Twila Bauman, Planning and Communications Manager; and Trevor Tychkowsky, Safety Officer, be accepted and filed for information.

Carried.

Ed English, Peace Officer/Recreation Manager and Scott Franchuk, Agricultural Fieldman/Fire Chief left the Council Chambers, time 12:25 p.m.

**Meeting Recessed**

Meeting recessed for Lunch, time 12:25 p.m.

**Meeting Reconvene**

The meeting reconvened on a call to order by Reeve Dareld Cholak at 1:10 p.m. in the presence of all Council members, and the Chief Administrative Officer, Assistant Chief Administrative Officer/Recording Secretary and the Finance Manager.

Ed English, Peace Officer/Recreation Manager entered the Council Chambers, time 1:12 p.m.

**8. Executive Session:**

828-10: Bobocel

That County Council go into an Executive Session to discuss a land and legal issue, time 1:13 p.m.

Carried.

Ed English, Peace Office/Recreation Manager left the Council Chambers, time 1:35 p.m.

829-10: Coady

That County Council go out of an Executive Session, time 1:49 p.m.

Carried.

**5. Issues for Information:**

**Committee Task Forces and Boards: Reports**

**Alberta Care**

- Alberta Re-cycling Conference: September 8-10, 2010.

**Alberta Re-cycling Conference**

830-10: Danyluk

That County Council take no action in regards to the 2010 – 11<sup>th</sup> Annual Alberta Re-cycling Conference on September 8-10, 2010 in Grande Prairie.

Carried.

**Alberta HUB**

- Certification of Appreciation awarded to Smoky Lake County in recognition of excellence in advancing the region through collaborative regional economic development – A proud member of Alberta HUB.

**Community Futures Corporation: St. Paul / Smoky Lake Region**

- Regional Newsletter: Progress, Volume 2, Issue 2, dated June 2010.
- Letter dated August 4, 2010 received from Paul Pelletier, General Manager, Community Futures, St. Paul-Smoky Lake Region – Re: Whitefish Lake First Nation #128 – full voting member of the Board of Directors.
- Exploring the viability of a Regional Food Processing Facility in Town of St. Paul.

**Shareholders: Special Resolution**

831-10: Bobocel

That Smoky Lake County by special resolution as the Shareholders of Community Futures St. Paul – Smoky Lake Region agree:

WHEREAS the Corporation desires to allot one share to Whitefish Lake First Nation #128 as provided for in Article 3,3.01 of its Articles of Association, and

WHEREAS Article 4.01 provides that further shares may, by special resolution and with the Approval of the Registrar, allot shares to members that have been accepted for membership by the existing members of the corporation,

BE IT RESOLVED as a Special Resolution of the Corporation:

1. That the Articles of Association of the Corporation be altered by allotting one share to Whitefish Lake First Nation #128.

Article 4.01 to read as follows:

The following local government bodies shall be members of the corporation and shall have allotted to them the number of shares as indicated:

County of St. Paul	2 shares
Smoky Lake County	2 shares
Town of St. Paul	2 shares
Town of Elk Point	1 share
Town of Smoky Lake	1 share
Village of Vilna	1 share
Village of Waskatenau	1 share
Whitefish Lake First Nation #128	1 share

Further shares shall be allotted to such further government bodies or First Nations which are accepted as members of the corporation by Special Resolution of the Corporation.

2. That the General Manager of the Corporation does forthwith file with the Registrar of the Corporations a copy of this resolution.

Carried.

**Regional Food Processing Facility**

832-10: Coady

That Smoky Lake County support in principle the project of a Regional Food Processing Facility in the Town of St. Paul; and that the Board Members representing Community Futures St. Paul-Smoky Lake Region inquire on the cost-estimates and funding formula in regards to the Business Viability Study on the Regional Food Facility.

Carried.

**Corridor Communications Incorporated**

- Corridor Newsletter: June 2010, Volume 2, Issue 2.
- CAO has directed the Peace Officer to work with Corridor Communication for the WiMAX Site Coverage in the County.

**Doctor Retention & Recruitment Committee**

- Dr. Johnson Fatokun's wife and daughter have arrived.
- Doctor Retention and Recruitment Committee meeting is scheduled for Wednesday, September 1, 2010 at 1:00 p.m. at the County Council Chambers.

**Evergreen Regional Waste Management Commission**

- Minutes: June 9, 2010.
- Transfer sites – complaints received on improper waste disposal materials.

**Family Community Support Services Committee**

- No report.

**Family-School Liaison Committee**

- Last meeting was held on June 28, 2010.
- Liaison Worker is busy this summer with staff members in evaluating comments and suggestions from staff and students to facilitate the needs for the plan preparation of the program.
- Caseloads have increased this year.
- Request was made for summer month visits.
- 18 students from Toronto came on an ex-change in Vilna. Enjoyed the activities at Metis Crossing and visiting some of the rural areas like Jasper.
- Next meeting is scheduled for September 20, 2010 at 3:30 p.m.

**Fire and Rescue Committee**

**Vilna:**

- No report.

**Waskatenau:**

- No report.

**Smoky Lake:**

- No report.

**Government Liaison Committee**

- No report.

**Highway 28/63 Regional Water Group Steering Committee**

- No report.

**In-House Safety Committee**

- Last meeting was held on July 21, 2010.
- Training is on-going.
- County Safety Committee is an employee-driven committee. Representation from all County departments is working well.
- New Chair: Kurt Holdis.
- Vice-Chair: Jim Zukowsky.
- Hazard Identification is being focused on.
- Looking at possibilities of Safety Awards.
- Asked administration to investigate a Drug-Testing Policy.
- Next meeting is scheduled for August 25, 2010 at 8:00 a.m.

**Joint Economic Development Initiative (JEDI) Committee**

- Minutes: March 18, 2010; April 21, 2010; and May 18, 2010.
- Meeting scheduled for August 26, 2010 has been cancelled.

**Municipal Planning Commission**

- No report.

**North East Muni-Corr Ltd.**

- Iron Horse Trail Membership.

M.D. of Bonnyville	\$ 5,000.00
City of Cold Lake	\$ 3,040.00
Town of Bonnyville	\$ 1,380.00
Town of Elk Point	\$ 360.00
Town of St. Paul	\$ 1,400.00
County of St. Paul	\$ 4,800.00
Town of Smoky Lake	\$ 320.00
Smoky Lake County	\$ 3,800.00
Village of Vilna	\$ 44.00
Village of Glendon	\$ 140.00
<b>TOTAL</b>	<b>\$ 20,284.00</b>

- Proposed Requisition of costs for Muni-Corr partners for grass mowing twice per year for the Iron Horse Trail.

M.D. of Bonnyville	\$ 5,760.00
City of Cold Lake	\$ 3,648.00
Town of Bonnyville	\$ 1,656.00
Town of Elk Point	\$ 432.00
Town of St. Paul	\$ 1,584.00
County of St. Paul	\$ 5,760.00
Town of Smoky Lake	\$ 384.00
Smoky Lake County	\$ 4,560.00
Village of Vilna	\$ 48.00
Village of Glendon	\$ 168.00

- Smoky Lake County expenditures for Grass Mowing on the Iron Horse Trail:

	<b>2008</b>	<b>2009</b>	<b>2010 to July 28, 2010</b>
Equipment	1,363.00	2,587.00	\$1,046.00
Labour	727.12	1,354.12	\$ 119.90
<b>TOTAL</b>	<b>\$2,090.12</b>	<b>\$3,941.12</b>	<b>\$ 1,165.90</b>

**Iron Horse Trail: Grass Mowing**

833-10: Coady

That Smoky Lake County not enter into an agreement with the North East Muni-Corr Ltd. for the grass mowing on the Iron Horse Trail and, thereby continue to do the grass mowing on the Iron Horse Trail within the County.

Carried.

**DMO: Designated Marketing Organization**

834-10: Orichowski That Smoky Lake County not renew a membership in the Alberta Lakeland's DMO: Designated Marketing Organization in the amount of \$3,800.00.

Carried.

**Policy Committee**

- No Report.

**R.C.M.P. Liaison Committee**

- The RCMP Musical Ride was very well received. The Inspector and Sergeant were impressed with the facility, grounds and set-up provided by the County.
- Staff did a fantastic job in organizing the RCMP Musical Ride.

**Risk Control Management Committee**

- Insurance Application: Pioneer Bible Camp.
- **Minutes:** Added Named Insured:
  - **Smoky Lake Riding Club:**
    - Statement of Revenue and Expenditures: Period Ended December 31, 2009.
  - **Smoky Lake Agricultural Society:**
    - Minutes: March 8, 2010.
    - Minutes: April 10, 2010.

**Insurance Application: Pioneer Bible Camp**

835-10: Bobocel That Smoky Lake County not accept the Pioneer Bible Camp as an Added Named Insured to the County's Insurance Policy for Liability and Property Insurance coverage, due to not meeting the underwriting guidelines for Jubilee Insurance Agencies.

Carried.

**Smoky Lake Agricultural Society**

- No report.

**Smoky Lake Foundation**

- Smoky Lake Bar-V-Nook Lodge: 41 Occupancy - 6 Vacancies.
- Self-Contained Units: Full
- Vilna Lodge: 26 Occupancy.
- Vilna Alzheimer's Unit: Full.

**Victoria Settlement Advisory Committee**

- No report.

**Smoky Lake Heritage Board**

- No Minutes.

**Joint Municipalities**

- The scheduled for Monday, September 20, 2010 hosted by the Village of Waskatenau.

836-10: Danyluk

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

Carried.

**6. Correspondence:**

837-10: Coady

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

- a. Contact Newsletter:
  - July 14, 2010.
- b. Member Bulletin - July 14, 2010:
  - Changes to the Federal Census.
- c. Contact Newsletter:
  - August 4, 2010.
- d. Member Bulletin – August 4, 2010:
  - AAMDC Members Can Use Improved Process for Fuel Rebates.
- e. District Highlights:
  - District 3 Meeting – July 26, 2010.

Carried.

**Smoky Lake & District Chamber of Commerce**

838-10: Bobocel

That correspondence received from Wayne Taylor, President, Chamber of Commerce, dated January 7, 2010 in regards to the 2010 Business and Economic Development Projects that the Smoky Lake and District Chamber of Commerce is currently working on, be filed for information; and approve the action taken by administration in the purchase of the Smoky Lake and District Chamber of Commerce 2010 membership in the amount of \$50.00 on July 13, 2010.

Carried.

**Petroleum Tank Management Association**

839-10: Coady

That the letter received from Don Edgecombe, Operations Manager, Petroleum Tank Management Association of Alberta, dated July 20, 2010 in regards to storage tanks in your municipality, be filed for information.

Carried.

**Sustainable Resource Development**

**Grazing Lease No. GRL 39445**

**Grazing Lease No. GRL 100025**

840-10: Danyluk

That the c.c. letter received from Wilma G. Bihis, Disposition Section, Government of Alberta Sustainable Resource Development, dated June 25, 2010 in regards to Grazing Lease No. GRL 39445 for Lessee Wesley Johnson for 35 AUM's of Grazing annually and Grazing Lease No. GRL 100025 for Lessee Lyle Karvonen and Kim Karvonen for 261 AUM's of Grazing annually, be filed for information.

Carried.

**Canadian Union of Postal Workers**

841-10: Orichowski That Smoky Lake County submit the following resolution to Canada Post:

**WHEREAS** Canada Post is spending \$2.5 billion on new plants, vehicles, equipment and other items to modernize out public post office.

**WHEREAS** the corporation is expecting to save millions annually from modernization, largely through productivity gains that pave the way for Canada Post to eliminate thousands of jobs in communities all across the country.

**WHEREAS** Canada Post is also making cuts to service by closing post offices, eliminating rural home delivery, removing street letterboxes and other means.

**WHEREAS** the gains flowing from postal modernization could be used to preserve and improve public postal services and jobs.

**BE IT RESOLVED:** That Smoky Lake County agrees to sign the *People's Postal Declaration* which calls on Canada Post;

1. To share the benefits of postal modernization with the people who own Canada Post – the public.
2. To pursue more socially responsible objectives as it transforms our post office for the future.

Carried.

**2009 Financial Return and Financial Statement**

842-10: Coady That the letter received from the Honourable Hector Goudreau, Minister of Municipal Affairs, dated July 5, 2010 in regards to the feature under “Spotlight” on Ministry Homepage as a result of early submission of 2009 Financial Return Information and Financial Statements, be filed for information.

Carried.

**Government of Alberta**

843-10: Danyluk That the news release received from the Government of Canada, dated July 8, 2010 entitled, The Way Forward in regards to the Province partners with communities to build more housing - \$188-million available to build housing for low-income and homeless Albertans, be filed for information.

Carried.

**2010 Municipal Sustainability Initiative**

844-10: Bobocel That Smoky Lake County acknowledge receipt of the 2010 Municipal Sustainability Initiative Funding in the amount of \$30,000.00 for Project OPE-2373: Municipal Multi-Use Building, as per letter received from the Honourable Hector Goudreau, Minister of Municipal Affairs, dated July 9, 2010.

Carried.

**2010 Municipal Sustainability Initiative Funding Application**

845-10: Coady That County Council approve the action taken by administration in submitting a new application under the 2010 Municipal Sustainability Initiative Funding for the project to replace the outdated water meters for the Hamlet of Warspite.

Carried.

**2010 Alberta Arts Days**

846-10: Danyluk That the letter received from Honourable Lindsay Blackett, Minister of Culture and Community Spirit, dated July 19, 2010 in regards to the 2010 Alberta Arts Days from September 17 to 19, 2010, as part of a pan-Canadian cultural celebration called National Cultural Days, be filed for information.

Carried.

**Barrhead F.C.S.S.**

847-10: Danyluk That the invitation received for the celebration of the Barrhead FCSS Society's 40<sup>th</sup> Anniversary on October 2, 2010 at the Barrhead Elementary Gymnasium, be filed for information.

Carried.

**Royal Canadian Legion**

848-10: Coady That the Certificate of Appreciation presented to Smoky Lake County for supporting the Military Service Recognition Book of the Royal Canadian Legion Alberta-Northwest Territories Command received from Darrel Jones, President and Tammy Wheeler, Executive Director, be filed for information.

Carried.

**Brownlee LLP**

849-10: Coady That the newsletter received from Brownlee LLP, dated May 2010, entitled, "Municipal Law Bulletin", be filed for information.

Carried.

**Friends of the Ukrainian Village Society**

850-10: Bobocel That the letter received from Lydia Migus, Operations Manager, Friends of the Ukrainian Village Society, dated August 5, 2010 in regards to the 2010 "Golf to Save a Building" Tournament on September 3, 2010 at the Broadmoor Public Golf Course, be filed for information.

Carried.

**Alberta Health Services**

851-10: Coady That the letter received from Fred Horne, Parliamentary Assistant to the Minister of Seniors and Community Supports, dated July 27, 2010 in regards to Smoky Lake County's written submission to the Alberta Health Services – Health Advisory Council in regards to the Alberta Health Act, be filed for information; and that the Chief Administrative Officer be extended a "thank you" for the excellent submitted response.

Carried.

**Government of Alberta – Transportation**

852-10: Bobocel That the letter received from Bruno Zutautas, P. Eng., Assistant Deputy Minister, Government of Alberta – Transportation, dated July 30, 2010 in reference to the letter written to Jackson Mackenzie in regards to the use of existing access along Highway 859, be filed for information.

Carried.

**Destination Marketing Organization**

853-10: Coady That the correspondence received from the Alberta’s Lakeland Destination Marketing Organization, dated August 2010 in regards to the Alberta’s Lakeland Tourism Themed Cap Analysis Workshop Invitation at Bonnyville on August 26, 2010, be filed for information.

Carried.

**North Saskatchewan Watershed Alliance Society**

854-10: Bobocel That Smoky Lake County write a letter to the North Saskatchewan Watershed Alliance Society regarding membership benefits for Smoky Lake County in becoming a member for 2011 by contributing financial support of \$.50 per capita.

Carried.

**Information Releases**

855-10: Danyluk That the Information Releases for the Month of July 2010, be filed for Information.

Carried.

**Reading File**

856-10: Danylyk That the correspondence in the Reading File entitled, Alberta Iron Horse Trail DVD, be filed for information.

Carried.

**Bills & Accounts:**

857-10: Orichowski 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:

<b>August 24, 2010</b>		
<b>Batch #</b>	<b>Cheque Numbers</b>	<b>Total of Batch</b>
22464	26427 to 26436	\$ 49,554.41
22471	26437 to 26497	\$ 459,971.20
22506	26498 to 26502	\$ 7,288.20
22503	26503 to 26549	\$ 756,012.96
22519	26550 to 26562	\$ 185,336.06
22557	26563 to 26571	\$ 16,064.42
22559	26572 to 26609	\$ 76,131.90
22570	26610 to 26636	\$ 189,552.30
22594	26637 to 26639	\$ 11,977.67

22612	26640 to 26683	\$ 146,081.18
22623	26684 to 26691	\$ 53,606.59
22625	26692 to 26693	\$ 10,596.28
22663	26694 to 26698	\$ 4,143.65
22662	26699 to 26757	\$ 177,422.33
22676	26758 to 26779	\$ 72,088.27
22677	26780 to 26792	\$ 184,546.07
22681	26793	\$ 155.74
22692	26794 to 26795	\$ 4,110.07
22714	26796 to 26805	\$ 73,281.06
22720	26806 to 26866	\$ 573,244.03
<b>Total Cheques</b>		<b>\$ 3,051,164.39</b>
<b>Direct Debit Register</b>		
22523	Bank of Canada	\$ 2,250.00
22524	Smoky Lake County	\$ 259,068.73
22693	Smoky Lake County	\$ 273,620.04
22694	Bank of Canada	\$ 2,250.00
<b>Total Direct Debits</b>		<b>\$ 537,188.77</b>
<b>Grand Total Bills and Accounts</b>		<b>\$ 3,588,353.16</b>

Carried.

**County Council Meetings**

858-10: Coady

That the next County Council Meetings be scheduled for Thursday, **September 23, 2010** at 9:00 a.m. to be held at the County Council Chambers.

Carried.

**ADJOURNMENT:**

859-10: Bobocel

That this meeting be adjourned, time 3:00 p.m.

Carried.

\_\_\_\_\_  
REEVE

**S E A L**

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER