

SMOKY LAKE COUNTY

Minutes of the **County Council Meeting** held on Thursday, **June 23, 2022** at 9:06 A.M. held virtually online through Electronic Communication Technology: Zoom Meeting and physically in Council Chambers.

The meeting was called to order by the Reeve, Mr. Lorne Halisky, in the presence of the following persons:

ATTENDANCE		
<u>Div. No.</u>	<u>Councillor(s)</u>	<u>Thursday, June 23, 2022</u>
1	Dan Gawalko	Present in Chambers
2	Linda Fenerty	Present in Chambers
3	Dominique Cere	Present in Chambers
4	Lorne Halisky	Present in Chambers
5	Jered Serben	Present in Chambers
CAO	Gene Sobolewski	Present in Chambers
Assistant CAO	Lydia Cielin	Present in Chambers
Finance Manager	Brenda Adamson	Present in Chambers
Legislative Svcs/R.S.	Patti Priest	Virtually Present
Plan/Dev Manager	Jordan Ruegg	Virtually Present
Planning Technician	Kyle Schole	Virtually Present

Observers in Attendance Upon Call to Order:

Communications Tech.	Evonne Zukiwski	Virtually Present
Natural Gas Manager	Daniel Moric	Virtually Present
GIS Operator	Carole Dowhaniuk	Virtually Present
Public	1 Member	Virtually Present
Media	N/A	Absent

2. Agenda:

844-22: Fenerty That the Smoky Lake County Council Meeting Agenda for Thursday, June 23, 2022, be adopted, as amended:

Additions to the Agenda:

1. NE Alberta Mayors, Reeves and Indigenous Leaders Caucus.
2. Letter to MLA White Earth Creek Maintenance.

Carried Unanimously.

3. Minutes:

Minutes of May 13, 2022- County Council Budget Meeting

845-22: Gawalko That the minutes of the **Smoky Lake County Council Budget Meeting** held on Friday, May 13, 2022, be adopted as presented. Carried.

Minutes of May 24, 2022 –County Council Departmental Meeting

846-22: Serben That the minutes of the **Smoky Lake County Council Departmental Operations Meeting** held on Tuesday, May 24, 2022, be adopted as presented. Carried.

Minutes of May 26, 2022 - County Council Meeting

847-22: Cere That the minutes of the **Smoky Lake County Council Meeting** held on Thursday, May 26, 2022, be adopted as presented. Carried.

Minutes of June 8, 2022 - County Council Committee of the Whole - Administration

848-22: Fenerty

That the minutes of the **Smoky Lake County Council Committee of the Whole for the Purpose of Administration Meeting** held on Wednesday, June 8, 2022, be adopted as presented.

Carried.

Daniel Moric, Natural Gas Manager, virtually left the meeting, time 9:21 a.m.

4. Request for Decision:

Bylaw No. 1410-22: Amending Former North Saskatchewan River Ferry Crossings Municipal Historic Area Designation Bylaw No. 1385-20

849-22: Cere

That Smoky Lake County **Bylaw No. 1410-22: Amending Former North Saskatchewan River Ferry Crossings Municipal Historic Area Designation Bylaw No. 1385-20**, for the purpose of minor changes to the Statement of Significance as well as to include more contemporary photographs, be given **FIRST READING**.

Carried.

Moved by Councillor Fenerty, that Smoky Lake County **Bylaw No. 1410-22: Amending Former North Saskatchewan River Ferry Crossings Municipal Historic Area Designation Bylaw No. 1385-20**, for the purpose of minor changes to the Statement of Significance as well as to include more contemporary photographs, be given **SECOND READING**.

Carried.

Moved by Councillor Gawalko, that Smoky Lake County **Bylaw No. 1410-22: Amending Former North Saskatchewan River Ferry Crossings Municipal Historic Area Designation Bylaw No. 1385-20**, for the purpose of minor changes to the Statement of Significance as well as to include more contemporary photographs, be given **PERMISSION for third reading**.

Carried Unanimously.

Moved by Councillor Serben, that Smoky Lake County **Bylaw No. 1410-22: Amending Former North Saskatchewan River Ferry Crossings Municipal Historic Area Designation Bylaw No. 1385-20**, for the purpose of minor changes to the Statement of Significance as well as to include more contemporary photographs, 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.

Regional Engineering and Development Standards – Addendum and Update

850-22: Cere

That Smoky Lake County Council approve of the action taken by administration to post an addendum to the Regional Engineering Design Standards (REDS) Request for Proposal (RFP No. REDS-2022), extending the deadline for proposals from Friday, June 17, 2022 at 4:00 p.m. Mountain Time, to Tuesday, July 12, 2022, at 3:00 p.m. Mountain Time, to allow prospective bidders more time to prepare their proposals and to reiterate that a WCB certificate and COR certificate are required components of a complete proposal.

Carried.

Regional Engineering and Development Standards – Award

851-22: Gawalko That Smoky Lake County Council provide authorization to Administration, in awarding the Regional Engineering Design Standards (REDS) contract to the successful proponent, pursuant to future direction received at an Administrators Meeting with the Chief Administrative Officers of Smoky Lake County, Town of Smoky Lake, Village of Vilna and Village of Waskatenau, following the close of the Request for Proposal (RFP No. REDS-2022), scheduled for Tuesday, July 12, 2022, after 3:00 p.m. Mountain Time; and acknowledge all action taken by Administration, at the August 25, 2022, County Council meeting.

Carried.

8. Executive Session:

Legal Issue: Community Economic Development Officer Contract

Personnel Issue: Organizational Chart Salary Range Review

852-22: Gawalko That Smoky Lake County Council go into Executive Session to discuss a Legal Issue: Community Economic Development Officer Contract, and a Personnel Issue in respect the Organizational Chart Salary Range Review, under the authority of FOIP Act: Section 27: Privileged Information and Section 24: Advice from Officials, in the presence of all Council, Chief Administrative Officer, and Assistant Chief Administrative Officer, Finance Manager, and Recording Secretary, time 9:31 a.m.

Carried.

853-22: Serben

That Smoky Lake County Council go out of Executive Session, time 10:12 a.m.

Carried.

Three Members of Public, virtually joined the meeting, time 10:12 a.m.

Bylaw No. 1414-22: Community Economic Development Officer (CEDO)

854-22: Gawalko That Smoky Lake County **Bylaw No. 1414-22: Community Economic Development Officer (CEDO)**, for the purpose of entering into a contract agreement to hire a CEDO, be given **FIRST READING**.

Carried.

Moved by Councillor Fenerty, that Smoky Lake County **Bylaw No. 1414-22: Community Economic Development Officer**, for the purpose of entering into a contract agreement to hire a CEDO, be given **SECOND READING**.

Carried.

Moved by Councillor Cere, that Smoky Lake County **Bylaw No. 1414-22: Community Economic Development Officer**, for the purpose of entering into a contract agreement to hire a CEDO, be given **PERMISSION for third reading**.

Carried Unanimously.

Moved by Councillor Halisky, that Smoky Lake County **Bylaw No. 1414-22: Community Economic Development Officer**, for the purpose of entering into a contract agreement to hire a CEDO, 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. 1418-22: Borrowing Bylaw

855-22: Gawalko That Smoky Lake County **Bylaw No. 1418-22: Borrowing Bylaw**, for the provision of operating expenditure borrowing and short-term capital property borrowing, be given **FIRST READING**.

Carried.

Moved by Councillor Serben, that Smoky Lake County **Bylaw No. 1418-22: Borrowing Bylaw**, for the provision of operating expenditure borrowing and short-term capital property borrowing, be given **SECOND READING**.

Carried.

Moved by Councillor Cere, that Smoky Lake County **Bylaw No. 1418-22: Borrowing Bylaw**, for the provision of operating expenditure borrowing and short-term capital property borrowing, be given **PERMISSION for third reading**.

Carried Unanimously.

Moved by Councillor Fenerty, that Smoky Lake County **Bylaw No. 1418-22: Borrowing Bylaw**, for the provision of operating expenditure borrowing and short-term capital property borrowing, 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.

Community Peace Officer One (CPO1) Recruitment Ad Hoc Committee

856-22: Halisky That Smoky Lake County Councillors: Dominique Cere and Dan Gawalko, be appointed to a Community Peace Officer One (CPO1) Recruitment Ad Hoc Committee, for the purpose of the recruitment and interview process of hiring a Community Peace Officer One (CPO1) for Smoky Lake County.

Carried.

Bylaw Enforcement Officer Services: Contract Extension

857-22: Gawalko That Smoky Lake County Council approve to extend the existing contract for Bylaw Enforcement Services with Investigative Assurance c/o Tammy Goddu, as the Bylaw Enforcement Officer for Smoky Lake County, for a term not exceeding four (4) months in duration from June 1, 2022 to September 30, 2022.

Carried.

Joint Use Planning Agreements (JUPAs).

858-22: Cere That Smoky Lake County provide a "Notice of Intent" in accordance with Bylaw 1365-20: Smoky Lake Region Intermunicipal Collaboration Framework, Section 4.10.8 Development of Proposed Projects and Services, to initiate discussion with the Aspen View Public Schools and Lakeland Catholic Schools Divisions, further to completing a regional Joint Use Planning Agreement; and recommend an Administrator's meeting be scheduled to initiate discussions; and recommend the Administrator's Meeting Committee subsequently forward its information to the Intermunicipal Collaboration Committee (ICC).

Carried.

ALL-NET Service Tracker – Pilot Project

859-22: Serben

That Smoky Lake County Council approve to implement a pilot project titled: “Service Tracker - (Council – Request for Information)” through the All-Net Municipal Solutions’ software application, for the purpose of tracking, managing, and reporting, on service requests from internal sources, for a period of 6 months from July 1, 2022 to January 1, 2023 as to prove the viability of the project and re-evaluate the process upon completion; and if successful, incorporate the process by amending Policy Statement No. 01-28-02: Council – Request for Information and propose the expansion of this project to Public Submissions and Website Integration.

Carried.

Schedule a Committee of the Whole for the Purpose of Administration Meeting

860-22: Fenerty

That the next Smoky Lake County Committee of the Whole for the Purpose of Administration be scheduled for **Tuesday, July 19, 2022 1:00 p.m.** to be held virtually, through Electronic Communication Technology as per Bylaw 1376-20 **and/or** physically in County Council Chambers, for the purpose of, but not limited to, providing detailed training of ALL-Net Service Tracker to Council.

Carried.

Policy Statement No. 61-06-02: Community Futures St. Paul – Smoky Lake Region Committee: Terms of Reference

861-22: Fenerty

That Smoky Lake County Policy Statement No. 61-06-02: Community Futures St. Paul – Smoky Lake Region Committee: Terms of Reference, be amended as follows:

Title: Community Futures St. Paul-Smoky Lake Region Board Appointment: Terms of Reference		Policy No.: 06-02																
Section: 61	Code: P-S	Page No.: 1 of 1																
Legislation Reference: Alberta Provincial Statutes																		
Purpose:	To authorize the appointment of a Smoky Lake County Council Member to the Community Futures St. Paul-Smoky Lake Region’s Board of Directors.																	
Policy Statement and Guidelines:																		
<p>1. MEMBERSHIP:</p> <p>1.1 Community Futures St. Paul-Smoky Lake Region’s Articles of Association outlines the members/shareholders as follows:</p> <table border="0"> <tr> <td>Town of Elk Point,</td> <td>2 Members</td> </tr> <tr> <td>County of St. Paul,</td> <td>2 Members</td> </tr> <tr> <td>Town of St. Paul,</td> <td>1 Member</td> </tr> <tr> <td>Town of Smoky Lake,</td> <td>1 Member</td> </tr> <tr> <td>Village of Vilna,</td> <td>1 Member</td> </tr> <tr> <td>Whitefish Lake First Nation #128,</td> <td>1 Member</td> </tr> <tr> <td>Smoky Lake County,</td> <td>2 Members</td> </tr> <tr> <td>Village of Waskatenau,</td> <td>1 Member</td> </tr> </table> <p>1.2 Members/shareholders have the opportunity to appoint members to the Community Futures St. Paul-Smoky Lake Region’s Board of Directors, who can be a municipal Councillor or member at large appointed by the respective member/shareholder. Should any local government bodies decide to not appoint a member, the Board of Directors shall recruit for members within the Region to ensure a well-balanced representation of the Region.</p> <p>1.3 Smoky Lake County shall, at each County Organizational Meeting (or as required) elect one member of Council who is already appointed to Regional Community Development Committee (RCDC), to be considered for appointment to the Community Futures St. Paul-Smoky Lake Region’s Board, as per Section 1.2.</p> <p>2. MANDATE:</p> <p>2.1 Community Futures St. Paul-Smoky Lake Region is a non-profit organization that is dedicated to building an economically diverse future for the community, who provides training, guidance, and financial support for small business owners by connecting them with the right kind of support to help them grow their rural small business from a simple idea to a successful company.</p>			Town of Elk Point,	2 Members	County of St. Paul,	2 Members	Town of St. Paul,	1 Member	Town of Smoky Lake,	1 Member	Village of Vilna,	1 Member	Whitefish Lake First Nation #128,	1 Member	Smoky Lake County,	2 Members	Village of Waskatenau,	1 Member
Town of Elk Point,	2 Members																	
County of St. Paul,	2 Members																	
Town of St. Paul,	1 Member																	
Town of Smoky Lake,	1 Member																	
Village of Vilna,	1 Member																	
Whitefish Lake First Nation #128,	1 Member																	
Smoky Lake County,	2 Members																	
Village of Waskatenau,	1 Member																	

Carried.

Delegations: Alexis Fulton, H.A Kostash Student, Lauren Melnyk, Family School Liaison, H.A Kostash School, virtually joined the meeting time, 11:21 a.m.

Community Futures St. Paul – Smoky Lake Region Committee

862-22: Serben

That the Smoky Lake County Councillor Linda Fenerty be appointed as member to the Community Futures St. Paul-Smoky Lake Region Committee; and Councillor Dan Gawalko, be appointed as alternate.

Carried.

11:32 to 11:32 a.m. 9. Public Question and Answer Period:

None.

7. Delegation:

Alexis Fulton, H.A Kostash Student, Lauren Melnyk, Family School Liaison,

Present before Council from 11:32 a.m. to 11:41 a.m. was Alexis Fulton, H.A Kostash Student, Lauren Melnyk, Family School Liaison, H.A Kostash School to provide information further to County Council’s May 26, 2022, Motion #764-22 in respect to the student’s donation request of \$250.00 to help fund a trip to Mexico through the LiveDifferent Charity.

Delegations: Alexis Fulton, H.A Kostash Student, Lauren Melnyk, Family School Liaison, H.A Kostash School, virtually left the meeting time, 11:41 a.m.

LiveDifferent Charity – Vilna School Student Trip to Mexico

863-22: Cere

That Smoky Lake County donate in the amount of \$250.00 from Grants to Individual or Organizations budget to Alexis Fulton, Vilna School Student in response to the letter received from Alexis Fulton, Vilna School Student, dated May 18, 2022, and delegations: Alexis Fulton, H.A Kostash Student, Lauren Melnyk, Family School Liaison, towards a Ms. Fulton’s trip to San Quintin, Mexico, to build houses for a week with the Canadian charity “LiveDifferent”; and contact the school to extend an invitation for Ms. Fulton to be a delegation at the next Council Meeting to provide Council with further information; and challenge the Council and Staff of Town of Smoky Lake and Village of Vilna to match or exceed the County’s donation.

Carried.

Policy Statement No. 03-35-12: Snow Clearing

864-22: Serben

That Smoky Lake County Policy Statement No. 03-35-12: Snow Clearing, be amended as follows:

Councillor Cere requested a recorded Vote:

<u>For</u>	<u>Against</u>
Halisky	Cere
Gawalko	
Fenerty	
Serben	

Title: Snow Clearing	Policy No.: 35-12
Section: 03	Code: P-R
	Page No.: 1 of 6
<i>E</i>	
Legislation Reference:	Municipal Government Act
Purpose:	Set standards and direction to provide a reasonable level of clearing snow on County roadways and snowplowing of private driveways.

Title: Snow Clearing		Policy No.: 35-12
Section: 03	Code: P-R	Page No.: 1 of 6

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Legislation Reference: Municipal Government Act
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Purpose: Set standards and direction to provide a reasonable level of clearing snow on County roadways and snowplowing of private driveways.

Policy Statement and Guidelines:	
<p>1. STATEMENT:</p> <p>1.1 Smoky Lake County recognizes its obligation to provide an acceptable level of snow clearing service within its available resources for winter maintenance on municipal roads. All reasonable efforts will be made to minimize the inconvenience of winter conditions for the County residents and the vehicular traffic utilizing the road network to ensure accessible roadways are safe and in passable condition.</p> <p>1.2 The County also approves to provide <i>only</i> Residential Driveway Snowplowing Service for its County residents.</p> <p>2. OBJECTIVE:</p> <p>2.1 The County's objective is to have its roads in a condition where traffic is moving for most residents within five (5) days following any winter weather event.</p> <p>2.2 The severity of winter weather events may vary from one part of the County to another requiring redeployment of snow clearing equipment.</p> <p>2.3 Mechanical failure or safety consideration may interrupt snow clearing.</p> <p>3. DEFINITIONS</p> <p>3.1 Winter Weather Event: is defined as any combination of snow and wind that does not stop traffic from moving.</p> <p>3.2 Severe Winter Weather Event: is any combination of snow and wind that is predicted by Environment Canada to disrupt traffic or that occurs and disrupts traffic in the County and has been declared by the Chief Administrative Officer.</p> <p>3.3 Eligibility to purchase a Flag: must not be in conflict with Section 7.2.5</p> <p>3.4 Eligibility for a Senior or Disabled: seniors or handicapped is defined as having as least one person over age 65 or handicapped of a permanent residence within Smoky Lake County (physically living full time) at that residence. Proof of age and/or handicap identification via a birth certificate, valid driver's license or other government issued identification must be provided from the resident for obtaining this service.</p>	

Title: Snow Clearing		Policy No.: 35-12
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Policy Statement and Guidelines:	
<p>3.5 Private Residential Driveways: are defined as the most direct route commonly used by a household between the nearest County road and the residence.</p> <p>3.6 Safety Consideration: Provisions as per Worker's Compensation Board and Union Collective Agreements.</p> <p>4. SNOWPLOWING GUIDELINES</p> <p>Winter Weather Events:</p> <p>4.1 Snowplowing will be initiated by the instruction of the Public Works Manager, Public Works Road Foreman or designate.</p> <p>4.2 Grader operators will start snow clearing operations at a different point in their grader beat for each event where practical, to ensure that the same citizens are not always last to be served.</p> <p>4.3 Grader operators will proceed to clear the roads in a systematic manner as directed by the Public Works Manager, Public Works Road Foreman or designate.</p> <p>4.4 Truck plow(s) and/or tractor(s) will be deployed to main road, hamlets and subdivisions and private residential driveways in that order of priority.</p> <p>4.4.1 Following a snowfall, snow will be cleared around any vehicles parked on the street.</p> <p>4.5 Equipment operators will minimize snow berms across private driveways.</p> <p>4.6 Roads may initially be opened only one way if needed to meet the objective of five (5) days of getting traffic moving.</p> <p>4.7 Snow clearing equipment may be moved into areas of the County where conditions are more severe, once traffic is moving within a grader beat.</p> <p>4.8 Public Works Manager and the Public Works Road Foreman will prepare itself to keep equipment operating as continuously as possible without compromising the safety of County workers.</p> <p>Severe Winter Weather Events:</p> <p>4.9 A severe winter weather event will be declared by the Chief Administrative Officer in consultation with the Public Works Manager and the Public Works Road Foreman. Circumstances will warrant deployment of all available resources to ensure mobility of the roadway network.</p>	

Title: Snow Clearing		Policy No.: 35-12
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Policy Statement and Guidelines:	
<p>5. COMMUNICATIONS</p> <p>5.1 Public Works Manager and the Public Works Road Foreman will communicate to Councillors and/or emergency service providers, when requested, by phone or e-mail during winter weather events.</p> <p>5.2 Public Works Manager and the Public Works Road Foreman will provide consistent information to concerned citizens on demand, particularly in regards to expectations for road openings and current operational priorities.</p> <p>5.3 Communications from Councillors and residents should be directed to the Public Works Department, where requests for snow clearing will be prioritized.</p> <p>5.4 Direct communications to request service by residents to snow clearing equipment operators are strongly discouraged and may result in the loss of priority.</p> <p>5.5 The terms and conditions for snow clearing private residential driveways shall accompany each flag numbered for administrative purposes and are valid only for the specific location indicated on the hold harmless agreement. Flags are not transferable.</p> <p>6. PUBLIC SERVICES</p> <p>6.1 Community halls, church yards, and cemeteries will be cleared by request and at no cost subject to availability of equipment and operators.</p> <p>6.2 Snow clearing will be given high priority at no cost for the emergent situations of medical emergencies and funerals. Emergencies do not include scheduled medical appointments.</p> <p>7. PRIVATE RESIDENTIAL DRIVEWAYS</p> <p>7.1 Driveways will be plowed after the plowing of roadways in the area is complete. Depending on weather conditions, several days may lapse before the driveway is plowed. County residences requiring more immediate service are encouraged to make alternate arrangements to clear snow from their driveways by a private contractor at their own cost.</p> <p>7.2 The County provides snow clearing services to Smoky Lake County residents for their residential driveways under the following terms and conditions:</p> <p>7.2.1 County resident, senior citizen and/or citizens with disabilities who live permanently in their own house on their own land or who is renting a residence and is living in the residence on a full-time basis.</p> <p>7.2.2 The maximum length of the driveway to be serviced through the purchase of a flag is 200 lineal meters of snow removal. Additional flags will have to be purchased for lengths of driveways exceeding 200m. The number of flags will be prorated based on the length of driveway in 200 lineal meter increments.</p>	

Title: Snow Clearing		Policy No.: 35-12
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Policy Statement and Guidelines:	
<p>7.2.3 The flag purchaser or any person residing on the property to be serviced for snow removal, does not have any outstanding accounts receivables over 30 days with Smoky Lake County.</p> <p>7.2.4 The resident buys and posts a flag at the entrance of his/her driveway beside the municipal rural address sign, well before County snow clearing equipment is expected.</p> <p>7.2.5 All private residential driveways will be assessed by late fall, and areas considered too narrow or close to buildings or other possible hazards to the safe use of the equipment as determined by the equipment operator will not be eligible for snow clearing.</p> <p>7.2.6 Snow clearing service provided on private residential driveways will be the most direct route from the County road right-of-way to the residence, including the turn-around in the yard where safe to do so, conditional upon accumulation of a minimum of six (6) inches of snow.</p> <p>7.3 Flags may be purchased at the Smoky Lake County Public Work Shop Office and applications are available on the website at www.smokylakecounty.ab.ca. The County is not responsible for flags that are blown away or stolen.</p> <p>7.4 Eligible general public individuals may buy a FLAG for the cost of \$700.00, entitling the purchaser to snow clearing for the full winter season, prior to October 31. After October 31, the cost of the flag will be \$800.00.</p> <p>7.5 Eligible seniors and disabled individuals may buy a FLAG for the cost of \$250.00, entitling the purchaser to snow clearing for the full winter season, prior to October 31. After October 31, the cost of the flag will be \$300.00.</p> <p>7.6 All eligible flags purchasers must enter and sign "Schedule "A": Hold Harmless Agreement For Use in Connection with Custom Work of Snow Clearing" before a flag can be purchased. Each Agreement shall clearly indicate:</p> <p>7.6.1 The name of the purchaser(s).</p> <p>7.6.2 The title of the document proving age or handicap when required.</p> <p>7.6.3 The legal description for the location where snowplowing is requested.</p> <p>7.6.4 The serial number(s) of the flag(s) sold.</p>	

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Policy Statement and Guidelines:

- 7.7 After **December 15th** no flags will be sold for the current year. Residents of the County may contract the County for custom snow clearing of private driveways or beyond private residential driveways at an hourly rate based on full cost recovery to the County using Alberta Road Builders Rates, subject to the availability of snow clearing equipment.
- 7.8 Municipal equipment will not enter upon private lands nor carry out snow clearing operations within privately owned lands unless an **Hold Harmless Agreement For Use in Connection with Custom Work of Snow Clearing** has been signed.

Section 03

Policy 35-12



Schedule "A"

**HOLD HARMLESS AGREEMENT
FOR USE IN CONNECTION WITH CUSTOM WORK OF SNOW CLEARING**

THIS AGREEMENT made this _____ day of _____, A.D., 20____.

BETWEEN:

SMOKY LAKE COUNTY
(hereinafter called "the Municipality")

OF THE FIRST PART

Name

Mailing Address Phone Numbers: Residence Work Cellular
(hereinafter called "the Landowner")

OF THE SECOND PART

- Landowner (General)** **Landowner (Senior/Handicap)** **Renter**
Proof of age and/or handicap

Legal Land Description:	_____	_____	_____	_____	W4
	Quarter	Section	Township	Range	
Legal Address:	_____		Sub-division Name: _____		
Flag Number:	_____	Cost: _____			

WHEREAS the Landowner has requested that the Municipality be allowed to enter the property to snow clear the private Residential Driveway, upon the terms and conditions as per **Policy 03-35: Snow Clearing**.

NOW THEREFORE, the Landowner hereby agrees that the purchased flag will entitle him/her to have snow cleared along the most direct route commonly used to access the residence, including the turn-around in the yard where safe to do so, conditional upon accumulation of a minimum of 6 **inches** of snow.

1. The Landowner agrees that the maximum length of the driveway to be serviced through the purchase of a flag is 200 lineal meters of snow removal. Additional flags will have to be purchased for lengths of driveways exceeding 200m.
2. The Landowner agrees that the flag or flags purchased are to be posted at the entrance of his/her driveway beside the municipal rural address sign, well before County snow clearing equipment is expected and agrees that the County is not responsible for flags that are blown away or stolen.
3. The "Landowner", hereby covenants and agrees that he/she will at all times indemnify and save harmless the said municipality, its servants, agents and employees, executors, administrators and assigns from and against any claim for loss, damage or injury however caused to my property by reason of the performance of the said work of snow clearing, whether such loss or damage is the result of the negligence of any servant, agent, or employee of the said municipality, or otherwise.

IN WITNESS WHEREOF has hereunto set their hand and the day and year first above written.

SIGNED

SMOKY LAKE COUNTY

Landowner

Per:

**HOLD HARMLESS AGREEMENT FOR USE IN CONNECTION WITH
CUSTOM WORK OF SNOW CLEARING**

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Carried.

5. Issues for Information:

Chief Administrative Officer's Report

Chief Administrative Officer			
			Report Period: May 21, 2022 to June 17, 2022
LEGISLATIVE / GOVERNANCE			
Projects	Date In Progress	Date Outstanding	Date Completed
Policy Committee Meeting			June 15/22
Garner Lake Accretion – Met with landowners requesting to relocate boundaries. The outcome was to have landowner explore to undertake subdivision process and create lots for consolidation.			May 31/22
ADMINISTRATIVE			
Projects	Date In Progress	Date Outstanding	Date Completed
Mangers Meetings – Every Monday Morning			Ongoing
Property Sale – Completed the sale Offer process.			Jun 17/22
Bonnie Lake Resort – Ongoing discussions regarding the stormwater issue, including a meeting with AE and the Developer's engineers. Completed Review of Engineer's revised drawings.	Ongoing		May 25/22 May 04/22 June 17/22
Departmental Meeting – Departmental Meeting			May 24/22
Dr Recruitment Meeting			May 25/22
FCM – Attended FCM Conference			Jun 01 to June 06/22
Intermunicipal Servicing – Met with Waskatenau Administration, legal and Planning to review the aspects of the process to effect intermunicipal servicing. Legal will be preparing an agreement.			June 07/22
Service Tracker session – Attended a session for the adoption of a service tracker – streamlining requests.			Jun 09/22
Tourism Partnership – Legal team meeting – MCC Legal – Awaiting meeting of Directors. The County Administration is incurring legal and other administrative costs (advertising, etc.) to assist in setting up the meeting in preparing agendas, advertising and legal document preparations.	Ongoing		Jun 17/22
Policy Committee Meeting – Council Committee meeting: Snow Clearing and Land Lease.			Jun 14/22
Committee of the Whole – Broadband Connectivity – Result was that Administration to arrange a meeting with providers to discuss options. RFP is on hold.			Jun 08/22
Joint Health and Safety Committee Meeting			Jun 16/22
Annual County Safety Meeting			Apr 29/22
Northern Lights RV Park – Ongoing discussions regarding Development Permit requirements.			Ongoing
Ukrainian Twinning Meeting/Kosiv			Jun 14/22
RCDC/CEDO Contract – Commenced work to obtain legal opinion regarding the jurisdiction boundaries for managing contract or employee. Have not started bylaw update or CEDO Contract revisions.			Jun 17/22
HWY 28/63 COMMISSION			
Commission Meeting			Jun 08/22

Chief Administrative Officer			
			Report Period: May 21, 2022 to June 17, 2022
Water Break/Service interruption/Bylaw/WFL Admin Costs: ongoing administrative work.	Ongoing		Jun 17/22
FINANCIAL			
Projects	Date In Progress	Date Outstanding	Date Completed
2022 ASB Budget Meeting			May 24/22
HUMAN RESOURCES			
Projects	Date In Progress	Date Outstanding	Date Completed
Legal – Managing Partner Deficiency Issues - Brownlee has provided a template for Review. Provided at the last meeting.	Ongoing		
Custodian Interviews			May 31/22
COMMUNITY			
Projects	Date In Progress	Date Outstanding	Date Completed
Farmers Appreciation Day			Jun 10/22
TRAINING			
COUNTY STRATEGIC PLAN			
N/A			
Signature: <i>Gene Sobolewski</i>		County Council Meeting: May 19, 2022	

Verbally added:

The calendar placeholder for Smoky Lake County's Strategic Planning Sessions of September 12, 2022, needs to be adjusted to the week of September 6, 2022 or the week of September 26, 2022.

White Earth Creek – Inquiry for Funding Availability and Corrective Action

865-22: Halisky

That Smoky Lake County write a letter to Alberta Environment & Parks (AEP) to request information in respect to funding availability and options for corrective action in respect to addressing the flooding situation along White Earth Creek; and copy the letter to the local MLA and ratepayers who are directly affected by White Earth Creek flooding.

Carried.

Meeting Recessed Meeting recessed for Lunch, time 12:03 p.m.

Meeting Reconvened The meeting reconvened on a call to order by Reeve Lorne Halisky at 12:51 p.m. in the physical presence of all Council members, the Assistant Chief Administrative Officer, Finance Manager, and the virtual presence of the, Planning and Development Manager, Planning Technician, Recording Secretary, Communications Technician, GIS Operator, and three Members of the Public.

5. Issues for Information:

**Finance Manager’s Report:
Actual to Budget Report**

Brenda Adamson, Finance Manager presented an updated Financial Report for the period ending June 10, 2022.

Management Policy Statement No. M01-28-01: IT Technician Job Description

866-22: Serben

That Smoky Lake County Council acknowledge receipt of the Management Policy Statement No. M01-28-01: IT Technician Job Description, as presented:

SMOKY LAKE COUNTY		
Title: Information Technology Technician		Policy No.: 28-01
Section: 1 - M	Job Description	Code: P-A
		Page No.: 1 of 3
Classification: Salary Negotiable Yearly – Full Benefits.		
Purpose:	The Information Technology (IT) Technician will provide leadership regarding the architecture, planning, purchasing, installation, maintenance, technical guidance, and oversight of the corporate technology systems. The Information Technology (IT) Technician shall report directly to the Finance Manager.	
Policy Statement and Guidelines:		
RESPONSIBILITIES		
The Information Technology Technician is a full-time permanent position to provide network administration and systems management services to all Smoky Lake County locations.		
1. Server Management: <ul style="list-style-type: none"> 1.1 Server Asset Management <ul style="list-style-type: none"> 1.1.1 Review and plan for Capacity changes and make recommendations for planning/budgeting. 1.1.2 Review performance. 1.1.3 Ensure the County IT servers are maintained as required. 1.1.4 Plan and make recommendations for replacement. 1.1.5 Purchase and install servers as per approvals. 1.2 Continually monitor and enhance security to reduce risk of data breach or loss. 1.3 Ensure all programs and licenses are up to date. 1.4 Manage user access and permissions to servers as approved by senior management 1.5 Ensure server security and firewalls minimize risk of data breach or loss 1.6 Ensure website domains are active. 1.7 Manage the electronic mail system to minimize spam and risk of email phishing, viruses, etc. 1.8 Coordinate with Software Developers (e.g. Diamond, Munisight GIS) to ensure reliable, consistent software operation. 1.9 Monitor Server performance and recommend improvements 1.10 Establish and carry out a data backup strategy <ul style="list-style-type: none"> 1.10.1 Annually prepare and update a written strategy 1.10.2 Schedule and perform routine backups 1.10.3 Routinely test backups 		

Title: Information Technology Technician	Policy No.: 28-01
Section: 1 - M	Page No.: 2 of 3

Policy Statement and Guidelines:	
2. Hardware Management:	
2.1	Purchase, install, and repair all workstations to ensure they are operating efficiently and effectively.
2.2	Purchase, install, and repair, routers to ensure access is available.
2.3	Purchase, install and make general repairs to all servers, computers, printers, servers, photocopiers, tablets, and other hardware.
2.4	Integration of all equipment to the appropriate servers.
2.5	Troubleshoot and solve problems.
2.6	Schedule and provide routine maintenance to maximize performance.
2.7	Provide equipment replacement recommendations and budgets.
3. General Technology Management:	
3.1	Provide service to users.
3.1.1	Schedule and/or provide IT training and support to departments as required
3.1.2	Provide timely response to user's concerns
3.1.3	Troubleshoot and fix issues as needed.
3.1.4	Provide or coordinate training for users
3.2	Trouble shoot and coordinate repairs and maintenance on the VOIP phone system.
3.3	Install, maintain, troubleshoot, and perform upgrades on network.
3.4	Manage and support remote employees.
3.5	Provide support for cellular phones.
3.6	Oversee internet activity and ensure that capacity meets organizational needs.
3.7	Oversee project management for IT related undertakings.
3.8	Ensure all new technologies implemented are compatible with the existing organizational infrastructure.
4. Website:	
4.1	Provide website support and backup to the Communications Department

Job Description: Information Technology Technician

OFFICE STAFF

Title: Information Technology Technician	Policy No.: 28-01
Section: 1 - M	Page No.: 3 of 3

Policy Statement and Guidelines:	
5. Other Responsibilities:	
5.1	Other technology related projects as assigned.
5.2	May be required to work evenings and weekends to perform tasks when staff are not working in the systems.
5.3	Carry out all technology purchases following Smoky Lake County Purchase policies and procedures.
5.4	Must participate in continual learning to ensure the organization is aware of technology improvements and changes
QUALIFICATIONS	
<ul style="list-style-type: none"> ▪ College level diploma in computer information systems, networking, or equivalent ▪ Experience in a similar capacity ▪ Class 5 driver's license ▪ Supportive customers service skills ▪ Problem solving and trouble shooting skills 	
EMPLOYEE EVALUATION	
<ul style="list-style-type: none"> ▪ Evaluated by the Finance Manager on a yearly basis. ▪ Salary Range: as per Policy 01-03: Organizational Chart. 	

	Date	_____ Chief Administrative Officer
Approved		
Amended		
Amended		

Job Description: Information Technology Technician

OFFICE STAFF

Carried.

Management Policy Statement No. M01-17-01: Custodian Job Description

867-22: Gawalko

That Smoky Lake County Council acknowledge receipt of the Management Policy Statement No. M01-17-01: Custodian Job Description, as presented:

SMOKY LAKE COUNTY



Title: Custodian	Policy No.: 17-01
Section: 1 - M Job Description	Code: P-A
	Page No: 1 of 3

Classification: As per Canadian Union of Public Employees Local 4575 Collective Agreement

Purpose: The Custodian shall report directly to the Finance Manager
The Custodian is responsible to ensure the Main Office is clean and orderly.
The Custodian's duties are key to the cleanliness of the Smoky Lake County Main Office located at 4612 McDougall Drive. The wages and benefits for the position are based on the Canadian Union of Public Employees Local 4575 Collective Agreement, under the job classifications of: Custodian.

Policy Statement and Guidelines:

RESPONSIBILITIES

The Custodian works to create a clean, orderly, and safe environment by performing a wide variety of cleaning and minor maintenance activities at the County's Main Office, ultimately keeping the interior of the building clean.

1. **General**
 - 1.1. Clean all accessible building areas (dusting, sweeping, vacuuming, mopping, cleaning ceiling vents, restroom cleaning etc.).
 - 1.2. Perform and document routine inspection and maintenance activities.
 - 1.3. Carry out heavy cleansing tasks and special or seasonal cleaning projects.
 - 1.4. Stock and maintain custodian supply rooms.
 - 1.5. Ensure all offices, workspaces, and common areas are prepared for the next day by taking out trash, tidying furniture and dusting surfaces.
 - 1.6. Report major and minor damages or repairs to the Finance Manager or CAO.
 - 1.7. Secure facilities after operating hours by locking doors, closing windows, and arming the alarm system. Including ensuring the building is secure after evening meetings.
 - 1.8. Performs routine maintenance to custodial equipment and supplies.
 - 1.9. May provide vendors with access to areas for cleaning and may answer basic questions. May report issues with vendors to supervisor.
 - 1.10. Performs miscellaneous job-related duties as assigned.
2. **Safety:**
 - 2.1. Ensure that Smoky Lake County's Health and Safety Program along with the requirements and procedures as outlined in the Safety Policy Manual are adhered to, and the Alberta Occupational Health and Safety (OH&S) standards are met.

Job Description: Custodian

Administration Department

SMOKY LAKE COUNTY



Title: Custodian	Policy No.: 17-01
Section: 1 - M Job Description	Code: P-A
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- 2.2. Perform Safety Hazard Assessments.
- 2.3. Attend training sessions and workshops, as required.
- 2.4. Ensures proper care in the use and maintenance of equipment and supplies; promotes continuous improvement of workplace safety and environmental practices.
3. **Daily/Weekly Cleaning**
 - 3.1. General Overall- Clean all accessible areas:
 - 3.1.1 vacuum all floors, including corners and mats and floors underneath,
 - 3.1.2 wipe and sanitize common touch areas such as door handles, kitchen surfaces, etc.
 - 3.1.3 dispose of cups, bottles, and other garbage left in common areas,
 - 3.1.4 remove spots on carpets, when possible,
 - 3.1.5 wash tiled floors, including under sinks, and
 - 3.1.6 empty garbage cans and dispose of in the dumpster outside.
 - 3.2. Kitchen and Lunchroom Area:
 - 3.2.1 clean and polish exteriors of all appliances, and
 - 3.2.2 clean & disinfect kitchen counters, sink and table tops using cleaning products that are safe for food.
 - 3.3. Washrooms:
 - 3.3.1 replenish toilet paper, paper towels and liquid soap, including backup supplies in washroom cupboards,
 - 3.3.1 clean and disinfect toilet seats and bowls, urinals, taps, washbasins, dispensers, and counters, and
 - 3.3.2 dust and clean garbage cans, mirrors and any shelves.
 - 3.4. Entranceways:
 - 3.4.1 clean kick plates and disinfect hand plates and handles on doors, and
 - 3.4.2 check and spot clean doors, including the glass.
 - 3.5. Check all doors, windows and alarms before leaving the building.
4. **Periodic Cleaning**
 - 4.1. Monthly:
 - 4.1.1 dust and/or vacuum high ledges and other high areas where dust and cobwebs collect,
 - 4.1.2 check and spot clean interior painted walls and baseboards,
 - 4.1.3 clean kitchen table and chair legs, and
 - 4.1.4 dust baseboards, windowsills, desks areas that are clear of paper, counters, and tables.

Job Description: Custodian

Administration Department

SMOKY LAKE COUNTY



Title: Custodian	Policy No.: 17-01
Section: 1 - M Job Description	Code: P-A Page No: 3 of 3

5 **Additional Work**

5.1 Yearly:

- 5.1.1 wash walls,
- 5.1.2 wash and wax tile floors,
- 5.1.3 steam clean carpet, and
- 5.1.4 wash windows.

5.2 Other projects as requested.

QUALIFICATIONS

- Understanding of privacy and confidentiality policies and procedures.
- Ability to understand verbal instructions.
- Ability to understand and follow safety procedures.
- Ability to lift and manipulate heavy objects.
- Ability to read, understand, follow, and enforce safety procedures.
- Familiarity with Material Safety Data Sheets.
- Integrity and ability to work independently.
- Proven experience as custodian, janitor or in a similar role.
- Knowledge of use and maintenance of industrial cleaning equipment, chemicals, and appliances.
- Knowledge of safe disposal of chemical liquids and other hazardous components.
- Attention to detail and conscientiousness.
- High school diploma is preferred but not required.

EMPLOYEE EVALUATION

- Evaluated by the Finance Manager on a yearly basis.

Carried.

Gene Sobolewski, Chief Administrative Officer, entered Council Chambers, time 1:02 p.m.

Finance Manager's Report

868-22: Gawalko That Smoky Lake County's Finance Manager's report for the period ending June 10, 2022, be accepted, and filed for information.

Carried.

Financial Statements

As annexed to the minutes:

↳ Financial Statement: **February 2022.**

Action List(s)

Action Lists:

- i. County Council Budget Meeting – May 13, 2022.
- ii. County Council Departmental Meeting – May 24, 2022.
- iii. County Council Meeting – May 26, 2022.
- iv. County Council Committee of the Whole Meeting – June 8, 2022.

Chief Administrative Officer's Report

869-22: Gawalko That Smoky Lake County's Chief Administrative Officer's report for the period of May 21, 2022, to June 17, 2022, be accepted and filed for information.

Carried.

Division One Councillor's Report on various Committees, Boards and Commissions

Dan Gawalko – Deputy Reeve & Division One Councillor's report from various Committees, Boards and Commissions:

No Report. See ASB for report.

Division Two Councillor's Report on various Committees, Boards and Commissions

Linda Fenerty - Division Two Councillor's written report from various Committees, Boards and Commissions:

June 13, 2022 – Muni-Corr Meeting – via Zoom

- No correspondence
- Riverland Recreation Trail Society – two major initiatives were accomplished, one being sign replacement which has mostly been done. Approximately 500 signs have been replaced. Work stopped at Ashmont because they had to return the post pounder to County of St. Paul. Signs that were replaced were either bent, faded or non-existent. The Board extended a big thank you for municipalities which donated time/equipment for repairs required. Thank you to Dave Franchuk for repairing a sink hole on a trail within Smoky Lake County. There are 18 trestles which have had a lot of work done. Muni Corr is waiting for a quote on timbers for the Beaver River Trestle. The previous bid was for a company from Oregon which is now out of business.
- Paint was donated by Bonnyville Home Hardware to re-paint the shack at Lindbergh. This will be done this summer.
- Muni Corr had a company look at the boiler installed at Abilene Junction. After looking at it, he advised there is asbestos inside it. He recommended a company from Edmonton and a quote was received from IHMS of \$10,363.69 to seal the unit and install fencing to prevent the public from touching it.
- Middle Creek washout – repairs have been done. (see pictures below).
- A number of grant applications have been sent out, one being for engineering on Lindbergh Trestle, but no response received as of yet.
- Second Chance Trail ride was done, Iron Horse Ultra cancelled, due to lack of participants.
- Cycling map – Attached is the cycling map (see link after pictures below). There are 3 “failing” sections. The first is the part of trail that goes through the Bellis Natural Area. This is solid sand and cannot be cycled but, the road is very close by and a quick detour around puts them back on the trail and on their way. The section just east of St. Paul is the really rough part between Highway 881 and Highway 29. This 3.2km stretch could easily be upgraded if the trail was graded on a regular basis. The last section is from Elk Point to Heinsburg. Again, if this section was graded really, really good once a year, we would be able to upgrade its ranking.
- Apex Utilities – letter sent to Apex granting permission with conditions at NE-25-61-5 W4 to move a distribution line. Access would be with a Hydrovac truck and a temporary work space consisting of a 6'X6' bell hole.
- Term Deposit – one account matured in May and one will mature in June. Motion made to reinvest for 1 year term at 3.05%, as the Controller believes rates will be going up. \$40,000 will be held back for trestle repairs.
- Film Industry Release form – a request was granted to allow pictures being taken along the Trail for use in film industry, tourist information packages, etc.
- We viewed a YouTube video on the trail. It's quite picturesque on the Conseil de développement économique de l'Alberta's YouTube channel https://www.youtube.com/results?search_query=Conseil+de+d%C3%A9veloppement+%C3%A9conomique+de+l%27Alberta
- Trail Ride – Evelynne Kobes and I inquired about taking a Trail Ride using quads/side x sides to view the Trail. There was some interest in it, possible for mid to late September.
- Signage of Highway 28/Y Road Access. People using this access have ended up in farmer's yards, so it has been proposed to install signs on the highway in both directions, in addition to interpretive signage at the trestle (i.e. aircraft identification, history, etc.). Muni Corr has a grant application in place to help with funding.

- Closed session – administration will send a letter to affected landowners re: right-of-way.
- Here is the link to the OuterSpatial website <https://www.outerspatial.com/> you will have to go on whatever App program you use to download it to your phone. This app connects you to trails in the U.S. and Canada. Interesting to check out, if you have time
- FYI – Lindbergh Salt Plant is ceasing operations on August 1, 2022.
- Next meeting: July 11, 2022 at 10:00 a.m. County of St. Paul (downstairs).

Division Three Councillor’s Report on various Committees, Boards and Commissions

Dominique Cere - Division Three Councillor’s report from various Committees, Boards and Commissions:

May 25, 2022 – Smoky Lake Foundation CAO Evaluation

June 21, 2022 – Smoky Lake Foundation Meeting

1. Rent increase notice goes out at the end of the month.

Reeve - Division Four Councillor’s Report on various Committees, Boards & Commissions

Lorne Halisky - Reeve and Division Four Councillor’s report from various Committees, Boards and Commissions:

May 20, 2022 – 13 Ways Workshop with Doug Griffiths and Golnaz Azimi virtually/National Hall (All Council)

- Discussed Smoky Lake Region’s Strategic Plan and Marketing Advice.

May 24, 2022 – Council Departmental meeting, held virtually/in Chambers (All Council)

- Appointed Weed/Pest Inspectors for the season.
- Accepted an offer from Ritchie Brothers Auctioneers, responding to the Sale of Public Works Surplus Equipment that was advertised in the May 2022 Grapevine.
- Approved an unbudgeted expense up to \$25,600.00 to cover the escalation cost of approve replacement of a Grader.
- Selected the Agricultural Service Board Poster Contest winning entries from local schools.

May 25, 2022 – Doctor Retention & Recruitment meeting, held virtually (Lorne and Dan)

- Recommended each municipality proclaim May 30-June 3 as Alberta Rural Health Week.
- Received the financial operating position for 2021 and 2022.
- Received information in respect to: Drive Happiness Program – Seniors Assisted Transportation Program, Streamlining Foreign Physician Assessments, and the Cardiac Stress Testing Annual Fee for the Lakeland Primary.
- Care Network in Smoky Lake

May 26, 2022 – Council Regular meeting, held virtually/in Chambers (All Council)

- Held the Public Hearing for Bylaw No. 1415-22.
- Gave 3rd reading to Bylaw No. 1415-22 which allows for the rezoning 19176, Victoria Trail, from “Agriculture (AG) District” to “Victoria Commercial (C2) District” and reclassification from an “Agriculture Area” to a “Commercial Area”.
- Proclaimed Sunday, June 12, 2022, as Canadian Rivers Day.
- Approved to initiate a fragmentation of River Lot 10 (Victoria Settlement) to separate the Victoria Park Cemetery for the potential transfer of it to the Métis Nation of Alberta.
- Gave 3rd reading to Bylaw No. 1408-22: Designating the Apedaile Farmstead as a Municipal Historic Resource.
- Appointed public-at-large members to the Agricultural Service Board Independent Appeal Panel for Pest Control & the Ag Service Board to the Appeal Panel for Soil Conservation.

- Agreed to execute a service agreement with Capital Region Assessment Services Commission, to provide Local & Composite Assessment Review Boards (LARB & CARB) Services.
- Gave 3rd reading to Bylaw No. 1417-22 to establish and govern the County's LARB & CARB.
- Confirmed the review of Bylaw 1320-18: Code of Conduct.
- Approved the unbudgeted expense and agreed to offer \$220,000 to purchase SW-27-59-17-W4, containing 9.09 acres (more or less).
- Approved to utilize Federal Gas Tax (FGT) funds for 50% of the escalation costs to complete the Bridge Rehabilitation Project # BF13398 (Range Road 130 and Township Road 602) with the other 50% coming from additional Strategic Transportation Infrastructure Program (STIP) funding.
- Agreed to waive penalties incurred on utility bills due to system interruptions arising from the financial system conversion, for May 2022.
- Proclaimed Senior's Week as June 6 to June 12, 2022.
- Agreed to renew the Northeast Alberta Information HUB Ltd. membership for \$1,230.50.
- Approved to sponsor the Smoky Lake Golf Club's 2022 Junior Golf Program for \$1,000.

May 29-31, 2022 – Alberta Fire Chief's Conference, held in Red Deer (Lorne & Linda)

- Keynote Speakers talked about:
 - Our First Responders Deserve Better! Rapid Access, Rapid Recovery, Rapid Return to Work and a Healthy Life.
 - Leading Greatness.
 - How Fire Chiefs Can Improve Their Members Well Being While Attracting and Retaining Volunteers.
 - Performance Under Pressure: Building a Reality Based Training Program.
 - Identification, risks, and firefighter safety in YOUR municipality.
- Workshop Session on Workplace Bullying Mitigation.
- Plenary Session - Fire Chiefs Bear Pit Session.

June 1-6, 2022 – FCM Annual Conference, held in Regina SK, (Lorne & CAO)

- Workshops included:
 - How Indigenous-municipal partnerships are driving reconciliation
 - How municipalities are driving market housing solutions
 - Local solutions in the face of climate change
 - Creating impactful videos for elected officials
 - Municipal funding — an equity lens
 - Using consumer spending data to drive recovery
 - Work-life balance as an elected official
 - Online Harassment, online threats, and digital safety
 - How to build an anti-racist, equitable and inclusive municipality
 - Northern and Remote Housing: Local Solutions
 - Understanding climate risk and building resilient infrastructure
 - The changing face of digital collaboration; working together to shape the future of communities
 - Together for Net-Zero
 - Green Procurement: A Powerful Tool to Reach Net-Zero
 - A Closer Look at Municipal Innovation

June 8, 2022 – Hwy 28/63 Regional Water Services Commission, held virtually/in Chambers (Lorne & Dan)

- Received financial reports and activity reports from the Manager and Engineers.
- Reviewed the Service Connections policy

June 8, 2022 – Council Committee of the Whole, held virtually/in Chambers (All Council)

- Received information and held discussion on: Broadband connectivity, Environmental Reserve, Electric Vehicle Charging Stations and when to commence meetings for determining the County's strategic plan.

June 10, 2022 – Farmers and Ranchers Appreciation Day Event, held at the Smoky Lake Complex (Lorne, Dan, Jered & Dominique)

- This well attended event was a success, with tasty burgers and information booths from several different organizations relating to agriculture and economic development.

June 14, 2022 – Ukrainian Twinning Committee meeting, held virtually/in Chambers (Lorne & Linda)

- Received an update on Fundraising efforts in support of Ukraine, including but not limited to the funds raised in the amount of \$3,809CAD was wired on May 17, 2022, and fundraising continues with the Ribbon Campaign, and proposed Silent Auction, and Fundraising Dinner.

June 14, 2022 – Policy Committee meeting, held virtually/in Chambers (All Council)

- Reviewed and agreed to send the Snow Clearing Policy and Surface Lease of Municipally Owned Properties, to a Council meeting for amendment.
- Agreed to defer further discussion about the disposition of County-owned land at a future meeting.

June 15, 2022 – Joint Health & Safety Committee Meeting, held virtually (Lorne & Dominique)

- 3 Incidents were reported in the period of May 18 to June 13: May 18, Vehicle Damage - when a County Fire Unit backed up into another Third Party Vehicle during an anhydrous ammonia release incident, June 1 Equipment Damage - a tractor back window broke when a rock flew up from the pull type mower when cutting grass and June 9 Near Miss Vehicle and Injury - occurred when a County trailer unit had to brake hard to avoid a collision when a vehicle drove in front of them off of Hwy 859 onto Hwy 28.
- Committee Member Reports were presented with topics such as sunscreen use, insect repellent use, routine check ins throughout the day and end of workday, mental health, hot temperatures, and theft in region.

June 15, 2022 – Elevate Wellness Team Meeting held virtually (Lorne)

- Discussed/ worked on Lending Library items and process, discussed multi-use trail systems in the Town of Smoky Lake and throughout County and discussed Joint Municipalities Meeting presentation from the Elevate Wellness Team.

June 16, 2022 – Fed Gas Insurance Reciprocal Exchange and AGM Meeting in Edmonton (Lorne & Dan)

- Presentation of Audited Financial Statements with all in good order, appointment of Auditor, Business Activity Report presented, and Bylaws submitted.
- AGM discussed O&M, training, Health & Safety, Federation update, Gas Alberta Inc. update, Utility Safety Partners presentation, Municipal Affairs presentation, Alberta Energy Regulator presentation and topics previously submitted/ from the floor.

Division Five Councillor's Report on various Committees, Boards and Commissions

Jered Serben - Division Five Councillor written report from various Committees, Boards and Commissions:

June 20, 2022 – Smoky Lake Agricultural Society Meeting

- General information reviewed.

RhPAP - Rural Community Health Provider Attraction and Retention Conference

869-22: Fenerty

That Smoky Lake County donate promotional items up to a value in the amount of \$100.00 towards the RhPAP Rural Community Health Provider Attraction and Retention Conference's – Early Bird Registration Draw: Alberta Backyard Treasure Basket, scheduled for October 4-6, 2022.

Carried.

Councillors Reports on Various Committees, Boards and Commissions

870-22: Fenerty

That the Smoky Lake County Reeve's Report received for the period of May 20, 2022 to June 16, 2022, be posted to the County's website; and the Councillor's reports received for the period of May 2022 to June 2022, be filed for information; and the additional documents received as follows from various committees, boards, commissions, and Added Named Insured (ANI) organizations, be filed for information:

- Smoky Lake Regional Heritage Board - Minutes: March 18, 2022 and Action Tracking Table.

Carried.

6. Correspondence:

Victoria Home Guard Historical Society – 2021 Annual General Meeting

871-22: Serben

That Smoky Lake County Council acknowledge receipt of the Victoria Home Guard Historical Society's Year-2021 Reports, including the minutes of the Annual General Meeting held on March 14, 2022, Financial Report to December 31, 2021 and Auditors Report, Presidents Report, Historical Sites Signage & Maintenance Report, Oral Histories Update, Trail Tours Report, Anthology Report, Membership Report, Newsletters Published Report, Nominating Committee Report, Officers of the Guard Report, Focus Areas Report, and 2007 Master Plan.

Carried.

Lack of Support from Federal Government for Smaller Municipalities

872-22: Halisky

That Smoky Lake County Council to provide the following important issues impacting the County's economic development:

1. Broadband Connectivity,
2. Transportation for all ages
3. Affordable Housing all age groups
4. Utility Inflation Costs.

as requested in the correspondence received from Shannon Stubbs, M.P., Shadow Minister for Rural Economic Development and Rural Broadband Strategy - Lakeland, Damien C. Kurek, M.P., Deputy Shadow Minister for Rural Economic Development and Rural Broadband Strategy – Battle River-Crowfoot, dated June 2022, in respect to the lack of support from Federal government for smaller municipalities.

Carried.

Warspite Community Hall Association – Request for Financial Assistance

873-22: Fenerty

That Smoky Lake County Council reconfirm the funds provided as per County Council's October 15, 2021, Motion #1319-21, in the amount of \$8,000.00, issued by cheque number 51811 to Warspite Community Hall Association, on November 5, 2021, **must be** utilized towards the replacement of an oversized furnace within Warspite Hall or the funds must be returned to Smoky Lake County, in response to the secondary letter received from Melinda Kaminsky, President, Jackie Mason, Vice President, Warspite Community Hall Association, received in June 2022, further to the original letter dated April 6, 2022.

Carried.

Warspite Community Hall Association – Request for Financial Assistance

874-22: Gawalko

That Smoky Lake County Council **take no action** to the request for financial relief towards the Warspite Community Hall's natural gas bill in the amount of \$363.61, as requested in the letter received from Melinda Kaminsky, President, Jackie Mason, Vice President, Warspite Community Hall Association, received in June 2022.

Carried.

2022 Regional Parades

875-22: Gawalko That Smoky Lake County Council acknowledge a Year-2022 parade will be prepared with the theme: “We Love Ukraine”, and entered into the following community parades

- Town of Smoky Lake on Saturday, July 30, 2022,
- Village of Waskatenau on Saturday, August 14, 2022,
- Village of Vilna on Saturday, August 20, 2022, and

Council who can attend – attend.

Carried.

2022 Ergonomics Assessment Recommendations from Leading Edge Physiotherapy

876-22: Cere That Smoky Lake County acknowledge the ergonomics assessment recommendations provided by Leading Edge Physiotherapy’s Ergonomic Evaluation Specialist, Lisa Huskins MScOT, CFCE, CMAc, on May 19, 2022; and the workstation equipment listed in the said recommendation be considered as part of the 2023 budget.

Carried.

2022 Innotech Alberta Vegreville Hemp Field Day

877-22: Gawalko That Smoky Lake County Council who can attend – attend the 2022 Innotech Alberta Vegreville Hemp Field Day, scheduled for July 21, 2022, at InnoTech Alberta – Vegreville facility, and tour of Charlie Leksiw’s Hemp Plot is possible.

Carried.

Municipal Affairs – Smoky Lake County Population

878-22: Cere That Smoky Lake County acknowledge the County’s calculated population for Year-2021 is 2,517, as a result of using the same methodology used by Municipal Affairs, based on the Statistics Canada’s 2021 Census.

Carried.

9. Information Release:

Monthly Release of Information – April/May 2022 & Thank You Correspondence

879-22: Gawalko That Smoky Lake County’s following correspondence released to Smoky Lake County Council in accordance with Policy Statement No. 01-28-02: Council - Request for Information, for the month of March 2022, be filed for information:

- R35-22: LICA – Engaging on Land and Water Management;
- R36-22: RMA Golf Tournament at Coal Creek Golf Resort on July 15, 2022;
- R37-22: RMA: Contact Newsletter: May 27, 2022;
- R38-22: Aspen View News Release – May 30, 2022;
- R39-22: LICA Email – Alberta Energy Regulator Feedback;
- R40-22: RMA: Contact Newsletter: June 10, 2022.
- R41-22: Aspen View Board Highlights – May 26, 2022;

and acknowledge receipt of the “Thank You” correspondence received in the month of June 2022, from:

- Aspen View Public Schools, for the contribution made towards the first ever Aspen View Public Schools Robotics Tournament held at Thorhild Central School in May 2022;
- Smoky Lake Foundation (Bar V Nook and Vilna Lodge), for the cake provided during Seniors Week.

Carried.

10. Bills & Accounts:

880-22: Gawalko

That all the Smoky Lake County Bills and Accounts approved for payment, including the bills and accounts recommended for payment by the Natural Gas Council, and including transfers to the Payroll Account, be filed for information:

County Council Meeting: June 23rd, 2022

Batch #	Cheque Numbers	Total of Batch
015	52276 to 52300	\$55,733.95
016	52301 to 52312	\$41,368.74
019	52313 to 52339	\$242,698.77
020	52340 to 52347	\$96,637.16
021	52348 to 52379	\$100,805.56
Total Cheques from 52276 to 52379		\$537,244.18

Batch #	EFT Numbers	Total of Batch
220524	101 to 110	\$451,579.12
220531	111 to 125	\$73,775.97
220614	126 to 154	\$404,850.58
Total EFTs from 101 to 154		\$930,205.67

Direct Debit Register

Batch #	Description	Total of Batch
PMPAY005	My HAS	\$193.38
PMPAY007	My HAS	\$589.19
PMPAY008	My HAS	\$198.85
PMPAY010	ENTERPRISE FLEET	\$148,774.15
PMPAY011	My HAS	\$469.63
PMPAY012	My HAS	\$1,046.54
032	VISION XS LTD	\$17,187.89
072	AB SCHOOL FDTN	\$394,285.67
PMPAY013	My HAS	\$146.84
Total Direct Debits		\$562,892.14

Grand Total Bills and Accounts	\$2,030,341.99
<i>(Note: From General Account)</i>	

Carried.

11. Date and Time of Next Meeting(s):

Schedule County Council Meeting

881-22: Fenerty

The next Smoky Lake **County Council Departmental Operations Meeting** be scheduled for **Tuesday, August 23, 2022, at 9:00 a.m.** and **Tuesday, September 20, 2022, at 9:00 a.m.** and the next **County Council Meeting** be scheduled for **Thursday, August 25, 2022, at 9:00 a.m.** and **Thursday, September 22, 2022, at 9:00 a.m.**, to be held virtually, through Electronic Communication Technology as per Bylaw 1376-20 **and/or** physically in County Council Chambers.

Carried.

NE Alberta Mayors, Reeves and Indigenous Leaders Caucus

882-22: Gawalko

The Smoky Lake County Council who can attend – attend the NE Alberta Mayors, Reeves and Indigenous Leaders Caucus, scheduled for Wednesday, July 13, 2022 at the Town of Lamont Rec Centre Meeting Room, Lamont, Alberta.

Carried.

ADJOURNMENT:

883-22: Fenerty

That the Smoky Lake County Council Meeting of June 23, 2022, be adjourned, time 2:21 p.m..

REEVE

S E A L

CHIEF ADMINISTRATIVE OFFICER