



**Smoky Lake County
Meeting Minutes**

Committee of the Whole Meeting – Friday, March 13th, 2026 – 1:00 p.m.

Called to Order

The meeting was called to order at 1:03 p.m. by the Reeve, Craig Lukinuk, in the presence of the following persons:

		ATTENDANCE
		<u>Friday, March 13th, 2026</u>
<u>Div. No.</u>	<u>Councillor(s)</u>	
Division 1	Ryan Barker	Present in Chambers
Division 2	David Kully	Present in Chambers
Division 3 / Reeve	Craig Lukinuk	Present in Chambers
Division 4 / Deputy Reeve	Lorne Halisky	Present in Chambers
Division 5	Jered Serben	Present in Chambers
Chief Administrative Officer	Chyenne Shaw	Present in Chambers
<u>Observers in Attendance Upon Call to Order:</u>		
Director of County Services	Jordan Ruegg	Physically Present
Human Resources and Safety Manager	Jasmine Schaub	Physically/Virtually Present
Finance Manager	Brenda Adamson	Physically Present
Enviro Ops Manager	Dave Franchuk	Virtually Present
GIS Technician	Carole Dowhaniuk	Virtually Present
Regional Fire Chief	Scott Franchuk	Virtually Present
Communications Officer	Evonne Zukiwski	Virtually Present
Agricultural Fieldman	Carleigh Danyluk	Virtually/Physically Present
Interim Public Works Manager	Kyle Winterbottom	Present in Chambers
Road Foreman	Bob Novosiwsky	Present in Chambers
Shop Foreman	Mark Fedoretz	Present in Chambers
Public Works Coordinator (Modified Duty)	Dwight Pritchard	Present in Chambers
Public	2 Members	Virtually Present

Resolution No: 20260313-149
Adoption of Agenda
Moved By: Lorne Halisky

That Smoky Lake County Council adopt the agenda as amended:

- 5.1 In Camera Session under Section 19; Third Party Business Interests
- 5.2 In Camera Session under Section 20; Personnel Matters

CARRIED

Resolution No: 20260313-150
5.1 In Camera Session
Moved By: Craig Lukinuk

That Smoky Lake County Council move into an In Camera session pursuant to the Access to Information and Protection of Privacy Act (ATIA), Division 2, Part 1, Section 19: Third-party Business Interests at 1:06 p.m. in the physical presence of all Council and the following staff members:

- CAO, Chyenne Shaw
- Brenda Adamson, Finance Manager
- Jordan Ruegg, Director of County Services
- Bob Novosiwsky, Road Foreman

- Mark Fedorets, Shop Foreman
- Dwight Pritchard, Public Works Coordinator (Modified Duty)
- Kyle Winterbottom, Interim Public Works Manager
- Meaghan Andreychuk, Recording Secretary

Bob Novosiwsky, Road Foreman, entered Council Chambers, closed session at 1:23 p.m.

Bob Novosiwsky, Road Foreman, left Council chambers at 1:43 p.m.

Bob Novosiwsky, Road Foreman, re-entered Council Chambers, closed session at 1:45 p.m.

CARRIED

Resolution
No:
20260313-
151

Out of Camera

Moved by: Lorne Halisky

That Smoky Lake County Council go out of Executive Session at 2:07 p.m.

The Following staff members left Council Chambers at 2:07 p.m.

- Bob Novosiwsky, Road Foreman
- Mark Fedorets, Shop Foreman
- Dwight Pritchard, Public Works Coordinator (Modified Duty)
- Kyle Winterbottom, Interim Public Works Manager

CARRIED

Request for Discussion

3.1 Bylaw 1498-26 - Planning and Development Fees

3.2 Bylaw 1432-23. Recreational Vehicles Bylaw

3.3 Policy 08-17-03 Family and Community Support Services Grants

Council recessed the Committee of the Whole meeting at 2:54 p.m.

Returned to the meeting at 3:04 p.m.

4. CAO Report

3.4 Bylaw 1499-26 Procedural Bylaw

3.5 Policy 15-08-03 Vacation Policy

3.6 Policy 08-07-05 - Credit Card

3.7 Policy 08-16-02 - Purchasing Guidelines Policy

3.8 Policy 15-10-01 - Recruitment of Hiring Union and Non-Union Employees

3.9 Hazard Risk and Vulnerability Analysis Report

Carleigh Danyluk, Agricultural Fieldman, entered Council Chambers at 4:21 p.m.

3.11 Policy Statement 62 09-01: Pocket Gopher Traps

Rescind Policy

3.12 Policy Statement 62-01-03: Magpie Traps

Rescind the Policy

3.13 Policy Statement AG 07-07: Beaver Management Program

3.14 Policy Statement 62-02-04: Gopher Incentive Program

Carleigh Danyluk, Agricultural Fieldman, exited Council Chambers at 4:27 p.m.

3.10 Priority Roads Policy 03-15-05 and Policy 03-35 Snow Clearing

4.2 Action Item List

Resolution No: 20260313-152 **5.2 In Camera Session**

Moved by: Craig Lukinuk

That Smoky Lake County Council move into an In Camera Session pursuant to the Access to Information and Protection of Privacy Act (ATIA), Division 2, Part 1, Section 20: Third-party Business Interests at 5:15 p.m. in the physical presence of all Council and the Chief Administrative Officer.

The Following staff members left Council Chambers at 5:15 a.m.

- Jordan Ruegg, Director of County Services
- Brenda Adamson, Finance Manager
- Meaghan Andreychuk, Recording Secretary

CARRIED

Resolution No: 20260313-153 **Out of Camera**

Moved by: Craig Lukinuk

That Smoky Lake County Council go out of Camera at 6:18 p.m.

CARRIED

Resolution No: 20260313-154 **6. Adjournment**

Moved By: Ryan Barker

That Smoky Lake County Council Committee of the Whole Meeting of Friday, March 13th, 2026, be adjourned at 6:18 p.m.

CARRIED

Signature Available Upon Request

REEVE,
Craig Lukinuk

SEAL

Signature Available Upon Request

CHIEF ADMINISTRATIVE OFFICER,
Chyenne Shaw