

SMOKY LAKE COUNTY

Minutes of the **County Council meeting** held on Thursday, **June 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>Thursday, June 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

1 Member of the Public in attendance.

2. Agenda:

Agenda

682-10: Orichowski

That the Agenda for Thursday, June 24, 2010 County Council meeting, be adopted as amended:

1. AAMD&C District 5 Meeting.
2. Appointment of Weed Inspectors.

Carried Unanimously.

3. Minutes:

Minutes of April 27, 2010 - County Council Committee of the Whole - Planning Meeting

683-10: Danyluk

That the minutes of the County Council Committee of the Whole – Planning Meeting held on Tuesday, April 27, 2010 be adopted.

Carried.

Minutes of May 20, 2010 – County Council Meeting

684-10: Danyluk

That the minutes of the County Council Meeting held on Thursday, May 20, 2010 be adopted, as amended:

- Page 9361: Smoky Lake Agricultural Society Report – change donation amount to \$15,000.00.

Carried.

Minutes of May 26, 2010 - County Council Committee of the Whole Meeting – Planning Meeting

685-10: Coady

That the minutes of the County Council Committee of the Whole – Planning Meeting held on Wednesday, May 26, 2010 be adopted.

Carried.

Minutes of June 9, 2010 - County Council Committee of the Whole Meeting – Planning Meeting

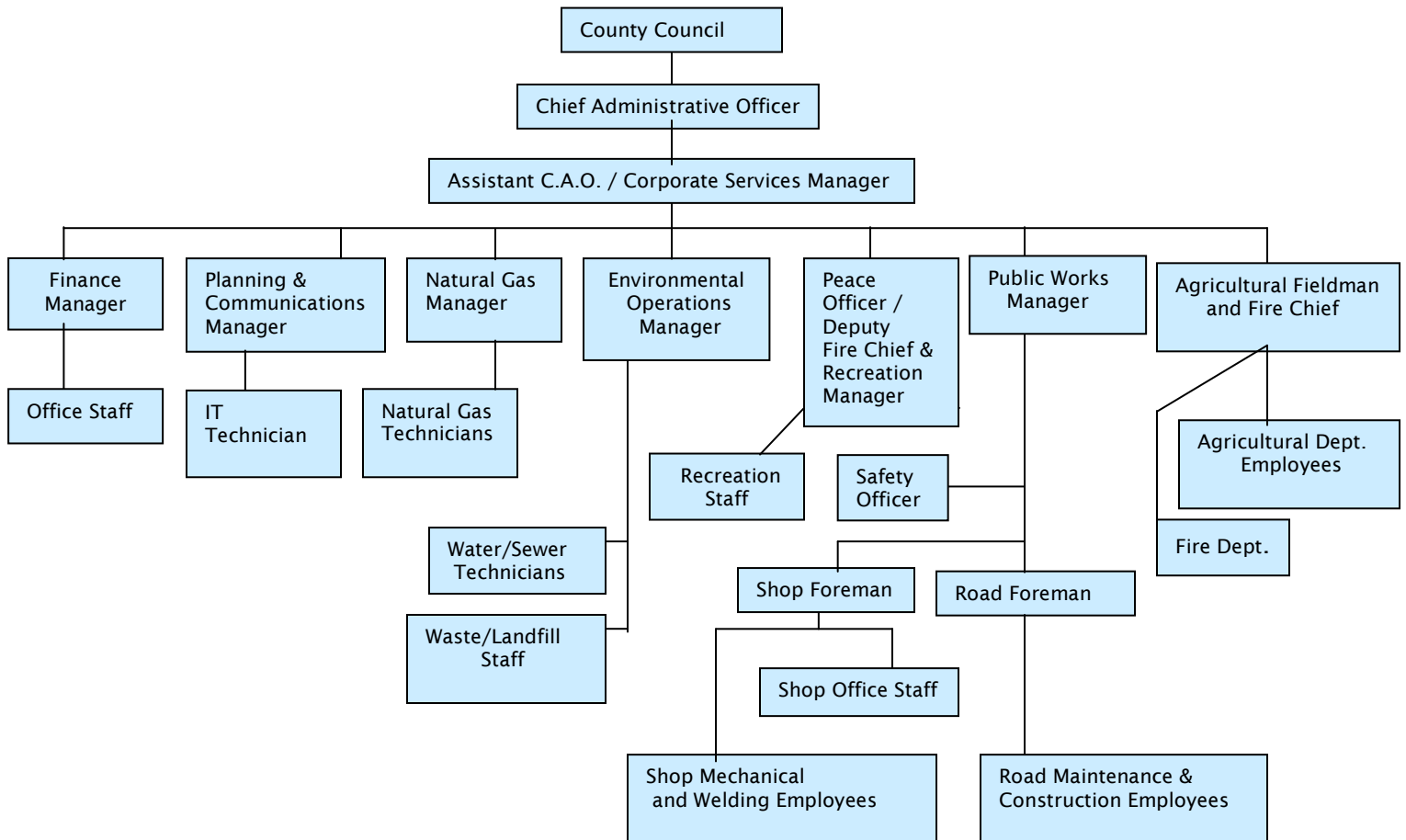
686-10: Orichowski That the minutes of the County Council Committee of the Whole - Planning Meeting held on Wednesday, June 9, 2010 be adopted.

Carried.

4. Request For Decision(s):

Policy Statement No. 01-03-15: Organizational Chart

687-10: Bobocel That Policy Statement No. 1-03-15 entitled "Organizational Chart" be amended:



Carried.

Appointment: Returning Officer

688-10: Coady That Smoky Lake County appoint Bernadette Dalpe as the Returning Officer for the general municipal election to be held on October 18, 2010.

Carried.

Appointment: Substitute Returning Officer

689-10: Danyluk That Smoky Lake County appoint Delores Jarema as the Substitute Returning Officer for the general municipal election to be held on October 18, 2010.

Carried.

Highway 28/63 Regional Water Services Commission Business Plan

690-10: Danyluk That Smoky Lake County has reviewed and approves the Highway 28/63 Regional Water Services Commission Business Plan, dated June 2010, as amended.

Carried.

Water Rates

691-10: Bobocel That Smoky Lake County has reviewed the rate structure as presented in the Business Plan dated June 2010 and approves the rates stated and the method of calculation for the rates for the Highway 28/63 Regional Water Services Commission.

Carried.

Commission Directors

692-10: Orichowski That Smoky Lake County re-affirm Motion #29-09 of October 29, 2009 at its Organizational Meeting the appointment of Reeve Dareld Cholak and Deputy Reeve Barton Coady as the representatives to be the Commission Directors to the Highway 28/63 Regional Water Services Commission; and that Councillor Lori Danyluk and Councillor Randy Orichowski be appointed as the alternates.

Carried.

Doctor Retention

693-10: Coady That Smoky Lake County approve to support the Doctor Retention budget as recommended by the Doctor Recruitment and Retention Committee with the 2010 budgeted amount of \$20,000.00 and each respective municipality's contribution to be based on a population percentage cost-sharing formula allocated as follows:

<u>Municipality</u>	<u>Percentage</u>	<u>Amount</u>
Smoky Lake County	56.5%	\$ 11,300.00
Town of Smoky Lake	21.0%	\$ 4,200.00
Village of Vilna	5.70%	\$ 1,140.00
Village of Waskatenau	5.8%	\$ 1,160.00
County of Thorhild	11.0%	\$ 2,200.00

Carried.

Doctor Recruitment

694-10: Danyluk That Smoky Lake County approve to support the Doctor Recruitment budget as recommended by the Doctor Recruitment and Retention Committee with the 2010 budgeted amount of \$60,000.00 and the following respective municipality's contribution funding amount to be on a population percentage cost-sharing formula allocated as follows:

<u>Municipality</u>	<u>Percentage</u>	<u>Amount</u>
Village of Vilna	5.7%	\$ 3,420.00
Village of Waskatenau	5.8%	\$ 3,480.00
County of Thorhild	11.0%	\$ 6,600.00
Total =		\$13,500.00

and the municipalities Smoky Lake County and the Town of Smoky Lake will fund the remaining \$46,500.00 on a 50/50 cost-share basis.

Carried.

Doctor On-Call
695-10: Bobocel

That Smoky Lake County approve to continue the Doctor On-Call budget as of April 1, 2010 to March 31, 2011 as recommended by the Doctor Recruitment and Retention Committee with the budgeted amount of \$24,000.00 and each respective municipality’s contribution to be based on a population percentage cost-sharing formula allocated as follows:

<u>Municipality</u>	<u>Percentage</u>	<u>Amount</u>
Smoky Lake County	56.5%	\$ 13,560.00
Town of Smoky Lake	21.0%	\$ 5,040.00
Village of Vilna	5.7%	\$ 1,368.00
Village of Waskatenau	5.8%	\$ 1,392.00
County of Thorhild	11.0%	\$ 2,640.00

Carried.

Policy Statement No. 14-A.05-01: Crime Prevention Management

696-10: Danyluk

That **Policy Statement No. 14-A.05-01** entitled "Crime Prevention Management" be adopted:

Purpose:	To establish standards for Facility Owners to control, manage and reduce the risk of Crime events like vandalism and arson occurring to the facilities.
Policy Statement and Guidelines:	
1. STATEMENT	
1.1 To ensure facilities insured under the Smoky Lake County’s insurance coverage are in compliance with “ Jubilee Insurance Agencies Ltd. ” under the facility risk control program to control vandalism and arson.	
1.2 Smoky Lake County and its Added Named Insured will work together to develop and implement solutions to address Vandalism and Arson which can result in significant cost to municipalities.	
2. GUIDELINES	
2.1 Additional Named Insured will be required to complete Semi-Annually a checklist, <i>as per Schedule “A”</i> : Crime Prevention Through Environmental Design on their facilities to the best of their ability, towards cooperating in implementing effective risk management by identifying and analyzing to control exposure to vandalism, arson and other criminal activities.	
2.2 The practice of Crime Prevention Through Environmental Design, or (CPTED), brings public safety officials, facility owners and community residents together to control vandalism, arson and other criminal activities.	
2.3 Crime Prevention Through Environmental Design builds on three key strategies:	
2.3.1 Natural Surveillance: Criminals don’t want to be seen, and crime can be discouraged by placing activities, physical features, and people to maximize visibility.	
2.3.2 Access Control: Foot traffic and automobile traffic can be directed in ways that discourage crime. This can be achieved through a placement of entrances, exits, fencing, lighting and landscaping.	
2.3.3 Territorial Reinforcement: People tend to have a certain respect for the territory of others. Ownership and territoriality can be expressed physically with fences, signage, and good maintenance and landscaping.	

3. PROCEDURES:

3.1 Additional Named Insured Organizations shall report all incident occurrences of vandalism, arson and other criminal activities, as referenced in **Policy Statement 14-B.06-01: Added Named Insured Incident Report.**

3.2 This process is to identify the actions to be taken to control losses and determine the cause(s) to provide a broader perspective to help understand the nature of the problem, and a better idea of the costs to the municipality. The process is to collect data to uncover key problem ideas, and identify priorities for action to prevent similar incidents.

**Checklist forms will be documented as per
Policy Statement No. 14-B.04-01: Added Named Insured:
Record Keeping Guidelines.**



SCHEDULE "A"



CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN

Facility: _____ Date: _____

- Natural Surveillance:**
- Secure all outbuildings and locate them where they can be easily observed.
 - Participate in a Crime Prevention Program in the protection of community assets.
 - Fully illuminate the exterior of the building and grounds at night.
 - Place lighting to promote nature surveillance by neighbours, passing vehicles and pedestrians.
 - Design hallways to be easily observed with very few offsets.
 - Illuminate and define all entrances so that they are visible to the public and patrol vehicles.
 - Use baffle type restroom entrances so that no doors hinder surveillance. Restrooms and the areas leading to them should be well lighted.
 - Place any pay telephones within clear view of employees.
 - Avoid structural features and landscaping that might create blind spots or hiding places.

- Access Control:**
- Define the property by using a chain link fence or other type of open design barrier to control access.
 - Eliminate / avoid structural features such as door overhangs, fences, stacked items, ladders and landscaping features that permit roof access.
 - Limit access to only one controlled entrance that is easily observable during operating hours.

- Territorial Reinforcement:**
- Secure the parking area when not in use.
 - Position reception areas at all entrances.
 - Define perimeters with fencing that permits visibility from the street.

- Maintenance:**
- Maintenance all lighting equipment.
 - Frequently empty trash receptacles.
 - Trash receptacles / re-cycling bins should be located at least 3 Meters (10 feet) from facility.
 - Keep facility, grounds, and walkways clear of trash and debris.
 - Replace faded signage.

I have personally examined and confirmed the checklist.
Signed: _____ (Facility Owner)

Carried.

Policy Statement No. 14-B.08-01: Hot Work Permit System

697-10: Orichowski

That **Policy Statement No. 14-B.08-01** entitled "Hot Work Permit System" be adopted:

Purpose:	To establish standards for the Hot Work Permit System and to strictly control Hot Work performed by either employees or contractors that may present a serious risk of fire and property loss due to fire.
Policy Statement and Guidelines:	
<p>1. DEFINITION:</p> <p>1.1 Hot Work: refers to any construction or renovation activity that creates heat, sparks, flame or smoke.</p> <p style="padding-left: 40px;">Hot Work activities include, but are not limited to the following:</p> <p>1.1.1 Welding (gas or arc).</p> <p>1.1.2 Cutting.</p> <p>1.1.3 Grinding.</p> <p>1.1.4 Brazing and soldering.</p> <p>1.1.5 Hot Tar operations.</p> <p>1.1.6 Roofing and waterproofing processes that involve the application of heat.</p> <p>2. STATEMENT:</p> <p>2.1 To ensure facilities insured under the Smoky Lake County's insurance coverage are in compliance with "Jubilee Insurance Agencies Ltd." under the facility risk control program when Hot Work is performed.</p> <p>3. GUIDELINES:</p> <p>3.1 A Hot Work Permit needs to be used any time there is a need to:</p> <p>3.1.1 Ensure there is a formal checkpoint to confirm that safe work practices are being followed.</p> <p>3.1.2 Coordinate with other people or activities for provision of Hot Work.</p> <p>3.1.3 Provide time limits when it is safe to carry out the work.</p> <p>3.1.4 Provide specialized protective equipment (such as a breathing apparatus) or methods of communications during Hot Work.</p> <p>4. PROCEDURES:</p> <p>4.1 Hot Work Preparations require that all employees or contractors involved with the hot work need to be briefed on the permit requirements.</p> <p>4.2 Before commencing any Hot Work:</p> <p>4.2.1 All flammable and combustible material should either be removed or protected.</p> <p>4.2.2 For equipment and combustible material that cannot be removed from the area, fire resistant tarps should be used for protection.</p> <p>4.2.3 Floor openings and wall openings should be tightly sealed to prevent hot sparks and slag from escaping the work area to other parts of the building.</p> <p>4.2.4 One individual should be assigned as a firewatcher, who is responsible to ensure that the sparks or heat generated by the hot work does not start a fire.</p> <p>4.2.5 Suitable fire extinguishers should be at hand.</p> <p>4.3 Hot Work cannot begin until the safety precautions have been fully reviewed and understood. The hand-over of the permit should be recorded and signed by the individual responsible for supervising the work and communication will be undertaken with the employees/departments/contractors that are involved</p>	

with fire prevention activities, and that may be involved in a potential fire response, as per **Schedule "A": Hot Work Permit Form.**

**Copy to be submitted to the County Office
Prior to Work Performed**

**Hot Work Permit Forms will be documented as per
Policy Statement No. 14-B.04-01: Added Named Insured:
Record Keeping Guidelines.**



**SCHEDULE "A"
HOT WORK PERMIT FORM**

Facility: _____

Date: _____

Description of the Work Area:
 Building: _____ Floor: _____

Description of the Hot Work:

**APPLIES ONLY TO:
THE WORK AREA AND
HOT WORK SPECIFIED**

SAFETY PRECAUTIONS

The Supervisor is responsible for inspecting the Work Area and making sure that all applicable safety precautions are followed.
Check all precautions that will apply.

General Precautions:

- All cutting and welding equipment related to the Hot Work has been inspected and is in good repairs.
- Fire detection and sprinkler system is in service for remainder of the building.
- Facility / Building Manager has been notified when the Hot Work will be performed.

Within 12 meters (40 feet) of Hot Work:

- Flammable liquids and combustible materials have been removed from the area.
- Combustible materials that cannot be removed have been protected with fire resistant tarps or metal shields.
- Floors have been swept clean of combustible materials.
- Combustible floors have been wet down, covered with damp sand or protected with fire resistant tarps.
- All floor openings have been tightly covered.
- All wall openings have been tightly covered.
- Combustible materials have been moved away from the opposite side of walls.

Fire Watch:

- Firewatcher will be on duty during the Hot Work and for 30 minutes after completion of the Hot Work.
- Firewatcher will be equipped with a fully charged fire extinguisher.
- Firewatcher has been trained in use of the fire extinguisher and the safety precautions.

Contractor Requirements: (if applicable)

Outside Contractor is performing the Hot Work, the roles and responsibilities of the owner organization and Contractor form part of the contract.

- What department will issue the hot work permit and what signatures will be required?

<input type="checkbox"/>	Which party will provide the fire watch personnel, if required? _____
<input type="checkbox"/>	Which party will provide the fire extinguishers or other firefighting equipment? _____
<input type="checkbox"/>	Who will coordinate the activities of the contractor with the owner's departments and employees? _____
have personally examined the Work Area and confirm that the checked precautions have been taken. Signed: _____ (Supervisor of the Hot Work)	

Carried.

Policy Statement No. 14-B.09-01: Contracted Facility Renovations

698-10: Bobocel

That **Policy Statement No. 14-B.09-01** entitled "Contracted Facility Renovations" be adopted:

Purpose:	To establish standards for Facility Owners to control, manage and reduce the risk of fire when contracting for renovation services performed in facilities.
Policy Statement and Guidelines:	
<p>1. STATEMENT:</p> <p>1.1 To ensure facilities insured under the Smoky Lake County's insurance coverage are in compliance with "Jubilee Insurance Agencies Ltd." under the facility risk control program when a Contractor performs Renovation Activities.</p> <p>1.2 To ensure that a Contractor adheres to safe work practices and is in compliance with respect to contracted activities to reduce serious foreseeable losses, such as:</p> <ul style="list-style-type: none"> ■ Severe injury or death to a member of the public or staff. ■ Major property damage, such as damage to buildings in close proximity to the work or underground utilities, pipelines, or other assets. ■ Major damage or destruction to the facility. ■ Major financial losses to the organization. ■ Interruption of municipal and/or utility services. <p>1.3 To limit exposure to a substantial financial loss, the Contractor should provide a Risk Management Plan and obtain adequate insurance coverage for the contracted activity.</p> <p>2. GUIDELINES:</p> <p>Renovation activities greatly increase the risk of fire for several key reasons:</p> <p>2.1 Flammable Liquids and Gases:</p> <p>2.1.1 Several types of flammable materials may be used during renovations, such as adhesives, paints, and thinners.</p> <p>2.1.2 In addition, gas-powered engines may be used onsite for equipment such as compressors and hoists, and compressed gases may be used to fuel space heaters and other devices.</p> <p>2.2 Removal of Waste and Combustible:</p> <p>2.2.1 Waste material and combustible building materials are themselves hazards and also present an attractive target for vandals and arsonists.</p>	

- 2.2.2 An adequate number of trash containers should be provided.

2.3 Containment of Construction Activities:

- 2.3.1 In many cases, the areas undergoing renovation can be contained and isolated to reduce the chances of a fire spreading from the work site into the existing building.

2.4 Site Security and Access Control:

- 2.4.1 Construction sites are very susceptible to vandalism, arson and theft. Coordinate with the contractor so that only authorized employees of the contractor and subcontractor are permitted onsite during the workday.

2.5 Minimizing the Reduction of Fire Protection:

- 2.5.1 Ensure that vehicles and equipment belonging to the contractor and subcontractor do not block fire lanes.

2.6 Control of Hot Work and Other Ignition Sources:

- 2.6.1 Where possible, the use of Hot Work should be minimized or avoided. If there is no alternative, use the Hot Work Permit System.

3. PROCEDURES:

When contracting for renovation services, a Facility Owner has a legal duty to ensure that the contractor hired is reasonably competent to perform the work and to provide a reasonable level of supervision. *Schedule "A": Risk Control Checklist for Contracted Renovations* is a recommendation of risk controls to aggressively manage renovation risks to reduce the risk of fire.

Ensure the following documents are obtained from the independent contractor.

- 3.1 **Risk Management Plan:** The purpose of a Risk Management Plan is to help ensure that the contractor has carefully considered the key risks before executing the work and will be taking reasonable steps to reduce the chances of a loss. This also demonstrates that the contractor is reasonably qualified to perform the work safely.

- 3.2 **Contract Guidelines:** An organization's most effective way to limit its liability exposure when engaging an independent contractor is to ensure that the agreement addresses:

- 3.2.1 Indemnity clause where the contractor assumes the risk in the event of negligence or breach of contract.

- 3.2.2 Insurance Coverage is obtained and maintained to ensure that adequate funds are available to pay for any claims that may arise. Normally, the party that is performing the activity should provide the insurance coverage. This may differ in the case of major construction projects, in which it may be beneficial for the organization to arrange the project coverage directly.

Minimum Insurance Requirements:

Commercial General Liability: Not less than \$2 Million.

Automobile Liability Insurance: Not less than \$2 Million if the work involves the contractor's use of licensed vehicles or equipment.

The owner to be **Named as an additional insured** on the contractor's policy and provided with a Certificate of Insurance as evidence of the coverage.

- 3.3 **Hot Work Requirements:** If the contractor is performing Hot Work, the roles and responsibilities should form part of the contract.

Reference: Policy 14-B.08-01: Hot Work Permit System.

**Copy to be submitted to the County Office
Prior to Work Performed**

**Risk Control Checklist for Contracted Renovations Forms
will be documented as per**

Policy Statement No. 14-B.04-01: Added Named Insured:
Record Keeping Guidelines.



SCHEDULE "A"
RISK CONTROL CHECKLIST
FOR
CONTRACTED RENOVATIONS



Facility: _____ Date: _____
Contractor: _____
Description of the Renovations:

Risk Management Plan:

- Identification of the key risks arising from the contracted activity.
- Specific risk control measures that will be implemented at each stage of work to reduce the chances of a loss occurring.
- Reporting of any incidents or claims to your organization.
- Periodic reporting to your organization to confirm ongoing compliance with the plan.

- Control of Hot Work:** Where possible, hot work should be minimized or avoided. If there is no alternative, **Complete Policy 14-B.08-01: Hot Work Permit System.**
- Handling of Flammable Liquids and Gases:** Where possible, non-flammable types of paints and adhesive should be used. The quantities of flammables on the work site should be limited to a one-day supply. Such materials should be stored and locked up in approved ULC-listed storage cabinets or secured in a storage area at least 15 meters (50 feet) from the building. Gas-powered equipment should not be allowed in the building. For gas cylinders, onsite recharging should be prohibited.
- Removal of wastes and combustible:** The onsite storage of combustible should be minimized. Trash should be removed from the site daily.
- Containment of the renovation activities from the existing building activities:** Use drywall partitions or fire resistive traps to help isolate areas under renovation. Do not allow construction materials to block access to emergency exits or access for the Fire Department.
- Site Security and Access Control:** Renovation and construction site are very susceptible to vandalism, arson, and theft. Where feasible, the site should be fenced and storage locations locked and secured.
- Minimizing the reduction of fire protection:** Automatic fire detection equipment is susceptible to being actuated by renovation activities. Consider how false alarms can be prevented while still maintaining fire detection capabilities within the facility. Make sure that standpipes and connections for the Fire Department stay accessible during the renovations.

Contract Guidelines:

- Indemnity Clause is identified indicating that the contractor assumes the risk in the event of negligence or breach of contract.
- Insurance Coverage:
 - Commercial General Liability:** Not less than \$2 Million.
 - Automobile Liability Insurance:** Not less than \$2 Million.

<p>Additional, when the work involves the contractor's use of licensed vehicles or equipment.</p> <ul style="list-style-type: none"> □ The owner to be Named as an additional insured on the contractor's policy and provided with a Certificate of Insurance as evidence of the coverage. □ When requiring a Certificate of Insurance, included should be the provision that requires the other party's broker or insurer to provide the owner with at least 30 days notice of any cancellation or material change in coverage. □ Do not agree to add the contractor or anyone else to your insurance policy as an additional insured without seeking the advice and approval of Jubilee Insurance. Other parties may only be added with respect to the organization's activities in relation to the contract. <hr/> <p>I have personally examined and confirmed the Risk Control Checklist for the Contracted Renovations.</p> <p>Signed: _____ (Facility Owner)</p>
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Carried.

Additions to the Agenda:

AAMD&C District 5

699-10: Danyluk

That County Council who can attend and administration attend the Alberta Association of Municipal District and Counties District 5 meeting on July 5, 2010 at the Ryley Community Hall in Ryley, Alberta, hosted by Beaver County.

Carried.

UCA: Open House

700-10: Bobocel

That County Council who can attend – attend the UCA: Utilities Consumer Advocate Open House in Calgary, Alberta on July 5, 2010 from 3:00 p.m. to 6:30 p.m.

Carried.

Weed Inspectors: Appointment

701-10: Bobocel

That County Council appoint the following members as Weed Inspectors for the Smoky Lake County jurisdiction:

- Scott Franchuk, Agricultural Fieldman
 - Kurt Holdis, Assistant Agricultural Fieldman
 - Tamara Flondra, Municipal Weed Inspector and Sprayer Operator
 - Jocelyn Zabrick, Municipal Weed Inspector and Sprayer Operator
- effective June 24, 2010 to termination of employment.

Carried.

5. Issues for Information:

Chief Administrative Officer's Report

The Chief Administrative Officer gave an updated report to Council for the period of May 21, 2010 to June 18, 2010.

Legislative / Governance:

- While at FCM in Toronto, I was informally asked by two FCM staff to help the FCM develop a draft policy on Canadian Food Security. I told them I am willing to help as long as it doesn't turn into a monster time commitment. I think it is an exciting project in any case.

- If Council wishes to have an Advance Poll take place at the Fall election, Council will need to have a motion to hold an Advance Poll for the fall election.

Administrative:

- Received a letter from Dave Holler of Aspen View Schools. Asking whether we will continue honouring the 1995 agreement to provide Deputy Returning Officer support for Trustee elections – responded that we will.
- Spoke with Mr. Simen Fialkow, the owner of property Block 1, Lot 22 in Spedden regarding his offer to sell his lot to the County for \$1.00 (from last Council meeting). He indicated that if the County would use it for any public or municipal purpose, then he would sell it to us for \$1.00. Otherwise, he'll try to sell it on the market for whatever he can get.
- Wrote an incentive offer letter and Memorandum of Understanding. It is countersigned by myself, the Town CAO, and Dr. Fatokun.

Financial:

- Letter from Dan Small indicated that Smoky Lake County's share of the Regional Water Line to date is \$95,316.00.
- Letter from Alberta Transportation indicates that funds are being transferred from the Saddle Lake and White Earth Road Projects. Waiting for a similar letter from the Athabasca Alberta Transportation Office on Goodfish Lake Road.

Community:

- Request came in from Organizers of Smoky Lake Heritage Days for funding assistance for Fireworks. This is the "Year of the Metis", County may want to contribute.

2010 Election: Advance Poll

702-10: Bobocel That Smoky Lake County hold an Advance Poll for the 2010 Election.

Carried.

Aspen View Schools: Trustee Election

703-10: Bobocel That County Council approve action taken by the Chief Administrative Officer in regards to the letter written to Aspen View Regional Division No. 19 indicating that Smoky Lake County will continue to honour the 1995 agreement and provide a Deputy Returning Officer for the School Trustee elections.

Carried.

Hamlet of Spedden: Lot 22, Block 1, Plan 1955CL

704-10: Coady That Smoky Lake County take no action to the letter received from Simen Fialkow, dated May 11, 2010 in reference to property Lot 22, Block 1, Plan 1955CL within the Hamlet of Spedden of an offer to sell the lot to the County for \$1.00 for municipal purposes.

Carried.

Doctor Memorandum of Understanding

705-10: Danyluk That County Council approve the action taken by the Chief Administrative Officer in executing the Memorandum of understanding, based on the recommendations of the Dr. Recruitment and Retention Committee, between Dr. Johnson Fatokun and Smoky Lake County, Town of Smoky Lake and willing joint municipalities.

Carried.

Highway 28/63 Regional Waterline: Capital Cost

706-10: Bobocel That Smoky Lake County forward payment to County of Thorhild the County’s share of the 10% not covered by the Water of Life Grant, in the amount of **\$95,316.00** from the Regional Water Line Reserve for the Regional Waterline Construction costs to Waskatenau.

Carried.

Alberta Transportation: Special Road Projects Funding

707-10: Danyluk That the letter received from Terry Becker, P. Eng., Acting Regional Director, Alberta Transportation, dated May 31, 2010 indicating the grant in the amount of \$587,484.46 under the Resource Road Program for road projects transferred to Smoky Lake County for the Saddle Lake Road in the amount of \$205,551.14 and for the White Earth Creek Road in the amount of \$381,933.32, be filed for information.

Carried.

Town of Smoky Lake: Fire Works

708-10: Coady That Smoky Lake County provide funding assistance in the amount of **\$200.00** to the Town of Smoky Lake in support of the Smoky Lake Heritage Days 2010 Fireworks for the celebration of the “Year of the Metis”.

Carried.

Financial Update:

As annexed to the minutes:

↪ Financial Statement for the Month of **April 2010 and May 2010.**

Action List:

↪ **Action List:**
County Council Meeting: May 20, 2010.

709-10: Orichowski That the updated report for the period of May 21, 2010 to June 18, 2010 by the Chief Administrative Officer, be accepted and filed for information.

Carried.

7. Delegation(s):

MLA Jeff Johnson

Present before County Council at 10:00 a.m. to 10:45 a.m. was Mr. Jeff Johnson, MLA, Athabasca-Redwater Constituency and Dawn Minns, Executive Assistant.

MLA Jeff Johnson made a presentation of cheque for the Warspite Playground in the amount of \$10,000.00. Picture was taken with MLA Jeff Johnson and County Council.

5. Issues for Information:

Finance Manager's: Report

Brenda Adamson, Finance Manager provided an updated Finance report for the period of May 17, 2010 to June 14, 2010.

Bob Novosiwsky, Public Works Foreman entered the Council Chambers, time 11:00 a.m.

Property Tax Levy: Penalty Cancellation

710-10: Orichowski That Smoky Lake County cancel the March 1, 2010 Property Tax Penalties in the amount of \$122.42 for Tax Roll Account Number 12593231.

Carried.

Property Tax Levy: Cancellation

711-10: Coady That Smoky Lake County cancel the 2010 Property Tax for Tax Roll Account Number 19582630 in the amount of \$50.77 and for Tax Roll Account Number 19583521 in the amount of \$50.07.

Carried.

Farm Credit Canada AgriSpirit Grant

712-10: Danyluk That Smoky Lake County approve the application for a \$25,000.00 Grant through the Farm Credit Canada AgriSpirit Fund for the Bellis Beach Playground.

Carried.

Accounts Receivable: Penalty Cancellation

713-10: Coady That Smoky Lake County cancel the penalties in the amount of \$171.45 on the Accounts Receivable Account Number 3362 and waives any future penalties as a result of payments received within 90 days.

Carried.

Accounts Receivable: Penalty Cancellation

714-10: Danyluk That Smoky Lake County cancel the penalties in the amount of \$31.09 on the Accounts Receivable Account Number 1597.

Carried.

Accounts Receivable: Penalty Cancellation

715-10: Orichowski That Smoky Lake County cancel the penalties in the amount of \$16.70 on the Accounts Receivable Account Number 3404.

Carried.

Accounts Receivable: Penalty Cancellation

716-10: Coady That Smoky Lake County cancel the penalties in the amount of \$177.19 on the Accounts Receivable Account Number 2776.

Carried.

Accounts Receivable: Penalty Cancellation

717-10: Bobocel That Smoky Lake County cancel the penalties in the amount of \$213.02 on the Accounts Receivable Account Number 2125.

Carried.

Accounts Receivable: Penalty Cancellation

718-10: Coady That Smoky Lake County cancel the charges in the amount of \$470.00 and the penalties in the amount of \$1,143.10 on the Accounts Receivable Account Number 1517.

Carried.

7. Delegation(s):

Mr. Bill Bulmer

Present before County Council at 11:05 a.m. to 11:20 a.m. was Mr. Bill Bulmer to address a road concern and access to private property in regards to the Road License Agreement located at SE 12-59-18-W4.

Bob Novosiwsky, Public Works Foreman left the Council Chambers, time 11:20 a.m.

5. Issues for Information:

Finance Manager's: Report *Continued*:

Brenda Adamson, Finance Manager continued with the updated Finance report for the period of May 17, 2010 to June 14, 2010.

8. Executive Session:

719-10: Cholak That County Council go into an executive session to discuss a personnel issue , time 11:25 a.m.

Carried.

720-10: Bobocel That County Council go out of an executive session, time 11:48 a.m.

Carried.

721-10: Coady That the Finance Manager's Report received by Brenda Adamson for the period of May 17, 2010 to June 14, 2010, be accepted and filed for information.

Carried.

9. Public Question and Answer Period:

11:50 a.m.

No questions from the public.

Reeve's Report

Reeve Dareld Cholak presented the following report:

- Corridor Communications Ltd.: progressing well. Working with both levels of government in regards to the program.
- Fire Chief's Convention: Well attended and very informative.
- Issues will be addressed during the Committee Task Force and Board reporting.

722-10: Coady

That the Reeve's report received, be accepted.

Carried.

**Management Report:
Public Works Manager**

Mons Lake Resort

723-10: Danyluk

Mons Lake Resort:

That Smoky Lake County proceed to upgrade/resurface within the Sandy Lane Road in the amount of \$43,900.00 and Willow Road in the amount of \$19,900.00; and allocate funding from the RES09-Resorts Budget.

MOTION DEFEATED.

Planning and Communications Manager

Planning Meetings

724-10: Bobocel

That County Council schedule a **Committee of the Whole Meeting: Planning** to review the Garner Lake Area Structure Plan on Tuesday, **July 27, 2010** at 1:00 p.m. to be held in the County of St. Paul.

Carried.

725-10: Danyluk

That County Council schedule a **Committee of the Whole Meeting: Planning** to review the Mons Lake Area Structure Plan on Thursday, **August 19, 2010** at 1:00 p.m. to be held at the County Council Chambers; and that Smoky Lake County schedule a **Public Hearing** in regards to the Mons Lake Area Structure Plan for Friday, **August 27, 2010** at 7:00 p.m.

Carried.

Management Reports

726-10: Coady

That the management reports received for the period of May 21, 2010 to June 15, 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.

Meeting Recessed

Meeting recessed for Lunch, time 12:15 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 in the presence of the Chief Administrative Officer, and the Assistant Chief Administrative Officer/Recording Secretary and the Finance Manager.

3 Member of the Public in attendance.

5. Issues for Information:**Committee Task Forces and Boards: Reports****Alberta Care**

- No report.

Alberta HUB

- Soren Odegard, County of Two Hills is the new Chair.
- HUB CAO Forum on June 21, 2010 in St. Paul at 10:00 a.m. to 3:00 p.m.
- Regional Economic Development Workshop on June 22, 2010 in Lac La Biche at 10:00 a.m. to 4:00 p.m.

Community Futures Corporation: St. Paul / Smoky Lake Region

- June 6, 2010: Planning session.
- Draft Strategic Plan is complete.
- Annual General Meeting was held on June 23, 2010 in St. Paul. Election: Chair, Ron Bobocel; Vice-Chair, John Trefanenko; and Treasurer, Maxine Fodness.
- Business Analysis hired – starting July 12, 2010.
- Financial Audit: Good

County Council extended congratulations to Councillor Ron Bobocel on his appointment as Chair on the Community Futures Corporations: St. Paul/Smoky Lake Region.

Corridor Communications Incorporated

- Tower installation: GLDC Co-op and Ponoka areas.
- Lac La Biche: Received grant.
- Smoky Lake Grant Application is still being processed.

Doctor Retention & Recruitment Committee

- Dr. Johnson Fatokun will be arriving late July or beginning of August.
- He will have to under-go a two week assessment before starting practice.

Evergreen Regional Waste Management Commission

- Minutes: May 12, 2010.
- Evergreen Regional Landfill: Month-End Report May 2010.

Family Community Support Services Committee

- No report.

Family-School Liaison Committee

- No report.

Fire and Rescue Committee

Vilna:

- No report.

Waskatenau:

- No rept.

Smoky Lake:

- Fire Chief's Convention: June 21-23, 2010.
- Good attendance from the Fire Departments at the Fire Chief's Convention.
- Hank Holowaychuk, Fire Chief, Town of Smoky Lake extended a thank you for allowing the members to attend. Excellent networking opportunities.

Government Liaison Committee

- No report.

Highway 28/63 Regional Water Group Steering Committee

- Addressed earlier during the meeting.
- Meeting scheduled for July 28, 2010 in Waskatenau.

In-House Safety Committee

- County Safety Committee is an employee-driven committee. Representation from all County departments.
- New Chair: Kurt Holdis.
- Vice-Chair: Jim Zukowsky.
- Seven employees (Summer Students): Orientation completed.

Joint Economic Development Initiative (JEDI) Committee

- Minutes: April 21, 2010. .
- Next meeting scheduled for July 8, 2010.

Municipal Planning Commission

- No report.

North East Muni-Corr Ltd.

- No report.

Policy Committee

- No Report.

R.C.M.P. Liaison Committee

- Letter: Dated May 27, 2010 from S/Sgt Dave Hammond – Re: Attendance to the RCMP Musical Ride scheduled for August 15, 2010.
- Correspondence: A 30 Year Analysis of Police Service Delivery and Costing: "E" Division – Research Summary.
- 2009 "K" Division Provincial Numerical Rankings.

Risk Control Management Committee

- **Minutes:** Added Named Insured: No Minutes.

Smoky Lake Agricultural Society

- No report.

Smoky Lake Foundation

- Smoky Lake Bar-V-Nook Lodge: 4 Vacancies.
- Vilna Lodge and Vilna Alzheimer's Unit: 6 Vacancies.
- On June 17, 2010, Premier Ed Stelmach, Minister of Seniors and Community Support, Honourable MaryAnne Jablonski; and Minister of Infrastructure, Honourable Ray Danyluk visited the Vilna Alzheimer's Unit. The "Designated Assisted Living" established in 2005 – a specialized unit for dementia patients – a model to improve service and quality of life for seniors.

Victoria Settlement Advisory Committee

- Maintenance Concern: Currently grass is only being cut 10 metres away from the buildings. Looking into the situation in regards to Maintenance Procedures.

Smoky Lake Heritage Board

- No Minutes.

Joint Municipalities

- The scheduled for Monday, June 28, 2010 hosted by Town of Smoky Lake to be held at the Willow Creek Manor.

727-10: Danyluk

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

Carried.

7. Delegation(s):**Alberta Association of Municipal Districts and Counties**

Present before County Council at 1:30 p.m. to 2:30 p.m. was Don Johnson, President, and Bob Barss, District 5 Director with the Alberta Association of Municipal Districts and Counties. Mr. Gerald Rhodes, Executive Director extends his apologies for not being able to attend.

The AAMD&C Association executive provide an update to County Council on the Association's current activities and discussed issues with County Council, as part of its regular visit to member municipalities.

6. Correspondence:

728-10: Orichowski

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

- a. Executive Highlights:
 - March 2010 Executive Board Activities.
- b. Executive Highlights:
 - April 2010 Executive Board Activities.
- c. Contact Newsletter:
 - May 12, 2010.
- d. Minister Meeting Summary – May 12, 2010:

- The Honourable Luke Ouellette, Minister of Transportation.
- e. Contact Newsletter:
 - May 19, 2010.
- f. Contact Newsletter:
 - May 26, 2010.
- g. Contact Newsletter:
 - June 10, 2010.
- h. Member Bulletin – June 9, 2010:
 - Survey Results for Community Aggregate Payment Levy Regulation Review.
- i. Member Bulletin – June 9, 2010:
 - Rural Connectivity Gap Analysis Available Online.
- j. Member Bulletin – June 10, 2010:
 - R.W. Hay Award: Call for Nominations.
- k. Member Bulletin – June 16, 2010:
 - Alberta First Responders Radio Communications System Expression of Interest.
- l. Member Bulletin – June 9, 2010:
 - 2010 – 2011 Alberta Representatives Chosen for Federation of Canadian Municipalities (FCM) National Board of Directors.

Carried.

ATCO Electric

729-10: Coady

That the letter received from Larry Shaben, Manager, Customer Service, ATCO Electric, dated June 8, 2010 in regards to the Alberta Utilities Commission - Standardization of Street Lights, be filed for information.

Carried.

Athabasca-Redwater PC Association

730-10: Bobocel

That County Council who can attend – attend the Athabasca-Redwater PC Association – MLA Jeff Johnson Golf Tournament on September 10, 2010 at the Goose Hummock Golf Resort.

Carried.

Emergency Natural Gas Supply Trailers

731-10: Coady

That Smoky Lake County acknowledge receipt of the Community Facility Enhancement Program (CFEP) Application No. 7015506 grant funding in the amount of \$210,000.00 to assist with the Emergency Natural Gas Supply Trailers, as per letter received from Jeff Johnson, MLA Athabasca-Redwater, dated May 28, 2010.

Carried.

Redwater-Smoky Lake Victim Services

732-10: Bobocel

That Smoky Lake County sponsor a hole in the amount of \$175.00 for the Smoky Lake Victim Services Unit and RCMP Detachment 4th Annual Charity Golf Tournament on July 18, 2010.

Carried.

Heritage Day's: 2010 Parade

733-10: Orichowski That Smoky Lake County participate with a float for the Smoky Lake Heritage Day's 2010 Parade.

Carried.

Northern Lights Library System

734-10: Danyluk That the Executive Summary Issues received from the Northern Lights Library System, dated February 2010, Volume 2, Issue 2; March 2010, Volume 2, Issue 3; and April 2010, Volume 2, Issue 4, be filed for information.

Carried.

Traffic Safety Act

735-10: Danyluk That the letter received from Jeanette Espie, Executive Director, Office of Traffic Safety, Government of Alberta – Transportation, dated June 3, 2010 in regards to the amendment to the *Traffic Safety Act*, be filed for information.

Carried.

Town of Redwater

736-10: Orichowski That the letter received from Mel Smith, Mayor, Town of Redwater, extending an invitation to participate in the parade on August 14, 2010, be filed for information.

Carried.

Sustainable Resource Development: Grazing Lease No. GRL40906

737-10: Bobocel That the letter c.c. from Donna-Jean Zubko, Disposition Services Section, Government of Alberta, Sustainable Resource Development, dated June 7, 2010 in regards to the Grazing Lease No. GRL40906 for 105 AUMs of Grazing annually, from estate John P. Mazur to Marianne Mazur, expiring September 30, 2016, be filed for information.

Carried.

Smoky Lake Riding Club

738-10: Coady That Smoky Lake County donate to the Smoky Lake Riding Club in the amount of \$250.00 for the Children's Event – Local Charity Give-Away at the Smoky Lake Stampede on July 31, 2010 and August 1, 2010.

Carried.

Alberta Health Services

739-10: Orichowski That Smoky Lake County forward a written submission to Alberta Health Services – Health Advisory Council in regards to the consultation workshop on the Alberta Health Act.

Carried.

Doug Ponich, Public Works Manager entered the Council Chambers, time 2:55 p.m.

Councillor Randy Orichowski left the County Council Chambers, time 3:00 p.m.

Information Releases

740-10: Danyluk

That the Information Releases for the Month of June 2010, be filed for Information.

Carried.

Reading File

No correspondence in the Reading File.

Bills & Accounts:

741-10: Bobocel

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

June 24, 2010		
Batch #	Cheque Numbers	Total of Batch
22285	25997 to 26047	\$ 287,676.75
22305	26048 – VOID	\$ VOID
22324	26049 to 26086	\$ 104,913.14
22322	26087	\$ 80,671.50
22344	26088 to 26092	\$ 3,951.25
22346	26093 to 26115	\$ 105,537.36
22353	26116 to 26128	\$ 176,136.68
22383	26129 to 26183	\$ 659,678.91
22381	26184 to 26191	\$ 16,554.40
22403	26192 to 26215	\$ 52,418.21
22415	26216 to 26224	\$ 28,228.05
22422	26225 to 26262	\$ 81,118.48
22429	26263	\$ 8,223.52
22450	26264	\$ 2,188.65
22446	26265 to 26426	\$ 28,144.54
Total Cheques		\$ 1,635,441.44
Direct Debit Register		
22356	Smoky Lake County	\$ 136,755.94
22357	Smoky Lake County	\$ 103,262.41
22358	Bank of Canada	\$ 2,250.00
Total Direct Debits		\$ 242,268.35
Grand Total Bills and Accounts		\$ 1,877,709.79

Carried.

County Council Meetings

742-10: Coady

That the next **County Council Meetings** be scheduled for Tuesday, **August 24, 2010**; and for Thursday, **September 23, 2010** at 9:00 a.m. to be held at the County Council Chambers; and the County **Departmental Operations Meeting** for Monday, **July 26, 2010** at 1:00 p.m. to be held at the County Council Chambers.

Carried.

7. Delegation(s):

Associated Engineering

Public Works: Bridges - Three-Year Bridge Plan

Present before County Council at 3:00 p.m. to 3:55 p.m. was Michelle Dufurat-Jarvis and Miranda Rowda, Structural Designers with Associated Engineering to address with Council the 2010/2011/2012 Three-Year Bridge Plan.

- The bridges completed in 2009 and proposed for 2010 were discussed with Council.
- Associated Engineering submitted to Alberta Transportation on behalf of Smoky Lake County a proposed Three-Year Bridge Plan for Year 2010/2011/2012.
- Information provided to County Council:
 - ▶ Minutes: May 14, 2010 with Alberta Transportation.
 - ▶ Minutes: May 20, 2010 and June 8, 2010.
 - ▶ Municipal Bridge Request List: Maintenance and Construction prepared by Associated Engineering.

2010/2011/2012 Three-Year Bridge Municipal Request List

CONSTRUCTION

Priority	Bridge File	Stream Name	Town Name	Legal Land Location	Sufficiency Rating	Structural Rating	Last BIM Year	Proposed Year
1	75352	Stony Creek (3), 6.28.1.1, Watercrs-st	Vilna	SW 3-60-14-W4	55.2	55	Nov. 18/04	2010
2	73306	Tributary to White Earth Creek, 6.40.2, Watercrs-st	Smoky Lake	SE 27-59-16-W4 Twp 594 W of RR 162	33.3	45.4	Sept. 19/07	2010 Industrial Type
3	7479	Waskatenau Creek, 6.48, Watercrs-st	Wask	SE 28-59-19-W4	34.5	33.3	Dec. 13/05	2010
4	8744	White Earth Creek, 6.45, Watercrs-st	Smoky Lake	SW 25-60-18-W4 Local Road NW of Smoky Lake	66.4	50	Sept. 10/09	2010
5	79429	Tributary to Stony Creek (3), 6.28.1.1.3, Watercrs-st	Vilna	NW 6-60-13-W4 RR 140 N of Twp 600	41.9	22.2	Sept. 19/07	2011
6	78004	Weasel Creek, 6.50, Watercrs-st	Wask	NE 31-58-19-W4 Vict Trail W of RR 200	37.7	22.2	Dec. 12/05	2011
7	79279	Tributary to Whitefish Creek, 7.25.2.4, Watercr-st	Goodfish Lake	NW 4-62-13-W4 RR 134 N of Twp 620	46.8	22.2	Apr. 14/08	2011
8	00781	Smoky Creek, 6.41, Watercrs-st	Smoky Lake	SW 26-58-17-W4 RR 172 N of Twp 584	43.4	33.3	Nov. 23/05	2012
9	13499	Triubutary to White Earth Creek, 6.40.6, Watercrs-st	Smoky Lake	SE 1-61-18-W4 Twp 610 W of RR 180	63.1	55.6	Sept. 19/07	2012

MAINTENANCE

Priority	Bridge File	Stream Name	Town Name	Legal Land Location	Sufficiency Rating	Structural Rating	Last BIM Year	Proposed Year
1	13325	Stony Creek	Vilna	SW 17-59-13-W4	63	50	Oct. 20/09	2009
1	74018	Smoky Creek	Smoky Lake	NW 30-58-16-W4 RR 170 N of Twp 584A	62	55	Sept. 13/05	2010
2	75780	Cache Creek	Vilna	NW 1-59-13-W4 RR 131 N of Twp 590	64	38	Dec. 10/05	2010
3	00849	Waskatenau Creek	Wask	NE 33-58-19-W4 Vict Trail W of RR 193	59	38	June 14/06	2010
4	70918	Tributary to White Earth	Smoky Lake	SW 17-61-17-W4 Twp 612 E of RR 175	40.8	33	Sept. 6/07	2010
5	70923	Tributary to White Earth	Bellis	NW 20-59-15-W4 RR 155 N of Hwy 28	64.6	44	Sept. 6/07	2010
1	08744	White Earth Creek	Smoky Lake	SE 25-60-18-W4 Twp 604 E of RR 181	66	50	Dec. 12/05	2011
2	13398	Cache Creek	Vilna	NW T-60-12-W4	60	44	Dec. 12/05	2011
3	70497	Tributary to Smoky Lake	Wask	NW 24-60-19-W4 RR 191S of Twp 604	66	44	Dec. 12/05	2011
4	79073	Stony Creek	Vilna	SW 11-59-13-W4	55	38	Sept. 19/07	2011
1	00490	White Earth Creek	Bellis	NW 6-59-15-W4 Twp 590A E of RR 160	35	50	June 14/06	2012
2	01604	Waskatenau Creek	Wask	SW 22-59-19-W4 RR 193 S of Twp 594	68	55	Dec. 13/05	2012
3	08201	Stony Creek	Vilna	SE 26-59-14-W4 Twp 594 W of RR 141	70	50	Apr. 14/08	2012
4	13361	Waskatenau Creek	Wask	NW 32-59-19-W4 RR 195 S of Twp 600	75	55	Dec. 12/05	2012
5	75613	Cache Creek	Spedden	SE 13-60-13-W4 Twp 602 W of RR 130	66	61	Dec. 10/05	2012

743-10: Danyluk

That Smoky Lake County accept the 2010/2011/2012 Three-Year Bridge Request List of Construction and Maintenance, as prepared by Associated Engineering and submitted to Alberta Transportation, North Central Region; and proceed with the Bridge projects as approved by Alberta Transportation.

Carried.

ADJOURNMENT:

744-10: Coady

That this meeting be adjourned, time 4:00 p.m.

Carried.

 REEVE

S E A L

 CHIEF ADMINISTRATIVE OFFICER