

# MINUTES

## Committee of the Whole

**Thursday, September 19, 2024-1:00 PM**

The Smoky Lake Council met for the Committee of the Whole session on Thursday, September 19, 2024 at 1:00 PM in Held at the Town Council Chambers and Zoom <https://zoom.us/j/3287551220> with the following members present:

**COUNCIL PRESENT:**

Amy Cherniwchan, Mayor, Melody Morton, Councillor, Evelynne Kobes, Councillor, and Marianne Prockiw-Zarusky, Deputy Mayor, Terry Makowichuk, Councillor

**COUNCIL ABSENT:**

**ADMINISTRATION:**

Dawn Phillips, CAO, Crystal Bryks, Assistant CAO, Jonathan Robinson, Public Works Manager, and Carli Orichowski, Legislative Services Clerk/Recording Secretary

**DELEGATIONS:**

**1. CALL TO ORDER.**

*The Town of Smoky Lake respectfully acknowledges that we are situated on Treaty 6 Territory, the traditional lands of First Nations and Metis People.*

- 1.1. Chairperson, Deputy Mayor Prockiw-Zarusky called the September 19, 2024 Committee of the Whole meeting, at 1:02 p.m.

**2. ADOPTION OF AGENDA; SUBJECT TO ADDITIONS / DELETIONS.**

- 2.1. Adoption of the Agenda

**Motion:01-2024-CW**

Moved by Councillor Makowichuk

That Committee of the Whole adopt the September 19, 2024 Committee of the Whole meeting for the Town of Smoky Lake, as amended with the following addition:

**Additions:**

- 5.1 Committee of the Whole Criteria

Carried

**3. NEW BUSINESS.**

Mayor Initials \_\_\_\_\_

CAO Initials \_\_\_\_\_

3.1. 2025 ATCO Franchise Fee

**Motion:02-2024-CW**

Moved by Councillor Morton

That Committee of the Whole recommend that Council approve the ATCO Franchise Fee to remain at seven percent (7%) and acknowledge the estimated 2025 revenue forecast in the amount of \$100,067.00; in reference to the letter from Jen Layden, Customer Service Representative, ATCO, dated August 14, 2024.

Carried

3.2. ATCO Decorative Street Lights

**Motion:03-2024-CW**

Moved by Mayor Cherniwchan

That Committee of the Whole recommend that Council include in the draft 2025 Operating Budget the cost to retrofit the nine non-standard decorative streetlight heads to LED located at SW-22-59-17-W4M, Site ID: 0010003471623; in reference to the letter from Tyson Lawrence, Customer Connection Expeditor, ATCO, dated April 3, 2024.

Carried

3.3. Derelict Property Tax

**Motion:04-2024-CW**

Moved by Deputy Mayor Prockiw-Zarusky

That Committee of the Whole recommend that Council accept for information the update on derelict tax sub-class.

Carried

3.4. Municipal Climate Change Action Centre (MCCAC) - Municipal Energy Manager

**Motion:05-2024-CW**

Moved by Councillor Makowichuk

That Committee of the Whole recommend that Council tentatively include \$28,500.00 in the draft 2025 Operating budget and \$25,900.00 in the draft 2026 Operating budget for a Municipal Energy Manager; subject to approval from the Town of Lamont to participate jointly in the Municipal Climate Change Action Centre (MCCAC) program for the Municipal Energy Manager grant.

Defeated

3.5. Northern Lights Library Board's 2025 Budget

Mayor Initials \_\_\_\_\_

CAO Initials \_\_\_\_\_

**Motion:06-2024-CW**

Moved by Councillor Morton

That Committee of the Whole recommend that council accept the Northern Lights Library System's 2025 budget in the amount of \$5,273.08 (964 x \$5.47 per capita) and include in the draft 2025 Operating Budget; in reference to the letter from Jennifer Anheliger, Chairman, NLLS and James MacDonald, Executive Director, NLLS, dated September 11, 2024."

Carried

3.6. Honorariums, Per Diems and Expenses - Rates

**Motion:07-2024-CW**

Moved by Mayor Cherniwchan

That Committee of the Whole accept the material provided regarding the rates set in Policy A-14- 2023 Honorariums, Per Diems and Expenses as information.

Carried

3.7. Minimum Tax Rate

**Motion:08-2024-CW**

Moved by Deputy Mayor Prockiw-Zaruskyy

That Committee of the Whole recommend that Council accept for information the report regarding the minimum tax rate for the 2025 Tax Year; in reference to Motion 655-2023.

Defeated

**Motion:09-2024-CW**

Moved by Councillor Makowichuk

That Committee of the Whole recommend that Council approve to increase the Minimum Tax Rate from \$600.00 to \$800.00 effective for the 2025 Tax Year; in reference to Motion 655-2023.

Carried

3.8. Cost of Living Adjustment 2025

**Motion:10-2024-CW**

Moved by Councillor Morton

That Committee of the Whole recommend that Council approve a two percent (2.0%) Cost of Living Adjustment (COLA) to the draft 2025 Operating Budget in the total amount of \$18,042.00, effective January 1, 2025.

Carried

Mayor Initials \_\_\_\_\_

CAO Initials \_\_\_\_\_

3.9. Preliminary 2025 Operating Budget

**Motion:11-2024-CW**

Moved by Mayor Cherniwchan

That Committee of the Whole accept for information the Preliminary 2025 Operating Budget items for discussion, as presented.

Carried

**4. BYLAW AND POLICY.**

Deputy Mayor Prockiw-Zarusky called a recess at 2:30 p.m. and reconvened the meeting at 2:38 p.m.

4.1. Halloween Curfew Policy G-07-2023

**Motion:12-2024-CW**

Moved by Deputy Mayor Prockiw-Zarusky

That Committee of the Whole accept for information Policy G-07-2023: Halloween Curfew, as presented.

Defeated

**Motion:13-2024-CW**

Moved by Councillor Makowichuk

That Committee of the Whole refer Policy G-07-2023: Halloween Curfew to the next Regular Council Meeting to be rescinded.

Carried

4.2. Policy A-22-2023 Bylaw Enforcement and Response to Citizen Complaints

**Motion:14-2024-CW**

Moved by Councillor Morton

That Committee of the Whole refers Policy A-22-2023: Bylaw Enforcement and Response to Citizen Complaints to the next Regular Council Meeting to be rescinded.

Carried

4.3. Artificial Intelligence (AI) Policy A-33-2024

**Motion:15-2024-CW**

Moved by Mayor Cherniwchan

That Committee of the Whole recommend Council adopt Policy A-33-2024.1: Artificial Intelligence (AI) at a future council meeting.

Carried

Mayor Initials \_\_\_\_\_

CAO Initials \_\_\_\_\_

4.4. Chief Administrative Officer - Performance Appraisal Policy A-25-2024

**Motion:16-2024-CW**

Moved by Deputy Mayor Prockiw-Zarusky

That Committee of the Whole recommend that Council adopt Policy A-25-2024: Chief Administrative Officer - Performance Appraisal at a future council meeting.

Carried

4.5. Business Recognition Policy A-30-2024

**Motion:17-2024-CW**

Moved by Councillor Makowichuk

That Committee of the Whole recommend that Council adopt Policy A-30-2024: Business Recognition at a future council meeting.

Defeated

**Motion:18-2024-CW**

Moved by Councillor Morton

That Committee of the Whole recommend that Council adopt Policy A-30- 2024: Business Recognition at a future council meeting with the following amendments: to include a card or certificate from the Mayor and Council to be presented at the Grand Opening of new businesses in Smoky Lake.

Carried

4.6. Honourific Naming Policy A-34-2024

**Motion:19-2024-CW**

Moved by Deputy Mayor Prockiw-Zarusky

That Committee of the Whole recommend that Council adopt Policy A-34- 2024: Honourific Naming at a future council meeting with the following amendment:

"Council has the authority to remove the Honourific Naming of an asset at their discretion".

Carried

4.7. Policy No. D-05-2024: Affordable Housing Policy

**Motion:20-2024-CW**

Moved by Councillor Makowichuk

That Committee of the Whole recommend that Council adopt Policy No. D-05-2024: Affordable Housing Policy at a future council meeting.

Carried

Mayor Initials \_\_\_\_\_

CAO Initials \_\_\_\_\_

4.8. Bylaw No.12-2024 - Regional Emergency Management

**Motion:21-2024-CW**

Moved by Councillor Morton

That Committee of the Whole recommend first reading of Bylaw No. 12-2024: Regional Emergency Management be passed at a future council meeting.

Carried

4.9. FIN-105-2024 - Reserves Policy

**Motion:22-2024-CW**

Moved by Mayor Cherniwchan

That Committee of the Whole recommend that Council adopt Policy No. FIN-105-2024: Reserves at a future council meeting.

Carried

**5. LAST MINUTE ADDITIONS (SUBMITTED TO ADMINISTRATION AFTER 12:00 P.M. ON TUESDAY, PRIOR TO THE MEETING).**

5.1. Committee of the Whole Criteria

**Motion:23-2024-CW**

Moved by Deputy Mayor Prockiw-Zarusky

That Committee of the Whole accept for information the criteria regarding Committee of the Whole meetings presented by Administration.

Carried

**6. CLOSED SESSION.**

6.1. Draft Capital Budget FOIPP Section 25 Disclosure Harmful to the Economic or Other Interests of a Public Body

**Motion:24-2024-CW**

Moved by Councillor Makowichuk

That Committee of the Whole go into Closed Session with the following persons: CAO, Phillips, Asst. CAO, Bryks and Public Works Manager, Robinson to discuss the draft 2025 Capital Budget pursuant to the Freedom of Information and Protection of Privacy Act (FOIPP), Section 25: Disclosure to Economic or Other Interests of a Public Body, at 3:11 p.m.

Carried

**Motion:25-2024-CW**

Mayor Initials \_\_\_\_\_

CAO Initials \_\_\_\_\_

Moved by Mayor Cherniwchan

That Committee of the Whole come out of Closed Session at 4:49 p.m.

Carried

**Motion:26-2024-CW**

Moved by Councillor Makowichuk

That Committee of the Whole accept for information the draft 2025 Capital Budget, as discussed in Closed Session.

Carried

**7. ADJOURNMENT.**

7.1. Adjournment

**Motion:27-2024-CW**

Moved by Deputy Mayor Prockiw-Zarusky

That Committee of the Whole adjourn the Committee of the Whole meeting at 4:50 p.m.

Carried

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Amy Cherniwchan, Mayor

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Molly Fyten, Chief Administrative Officer

Mayor Initials \_\_\_\_\_

CAO Initials \_\_\_\_\_