###### SMOKY LAKE COUNTY

###### REGIONAL COMMUNITY DEVELOPMENT COMMITTEE MEETING

Minutes of the **Regional Community Development Committee** Meeting

held virtually on **Monday, August 30, 2021** at 10:00 a.m

via Zoom: <https://us02web.zoom.us/j/82041407431?pwd=RGtsMFlnM2tNZWZmUVVRbXBuRnF5UT09>

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|  | **1. CALL TO ORDER** |
|  | The meeting was called to Order at **10:06 a.m**. by the Chairperson Craig Lukinuk, in the presence of the following persons: |

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| Division | Name | Voting Member | Attendance |
| Smoky Lake County | Craig Lukinuk - Reeve | Yes | Present in Chambers |
| Smoky Lake County | Lorne Halisky - Councillor | Yes | Present in Chambers |
| Smoky Lake County | Leon Boychuk-Hunter – Public-at-Large  | Yes | Virtually Present |
| Smoky Lake County | Noel Simpson – Public-at-Large | Yes | Virtually Present |
| Town of Smoky Lake | Hank Holowaychuk - Mayor  | Yes | Virtually Present |
| Town of Smoky Lake | Dan Kotylak - Councillor  | Yes | Present in Chambers |
| Town of Smoky Lake | Marianne Prockiw-Zarusky - Public-at-Large | Yes | Absent |
| Village of Vilna | Roy Dyck – Councillor | Yes | Absent |
| Smoky Lake County | Johnny Cherniwchan - Councillor | Alternate | Present in Chambers |
| Town of Smoky Lake | Ross Whitelaw – Councillor | Alternate | Virtually Present |
| Village of Vilna | Leo Chapdelaine – Mayor | Alternate | Virtually Present |
| Smoky Lake County | Gene Sobolewski – CAO | No | Present in Chambers |
| Smoky Lake County | Lydia Cielin - Asst. CAO | No | Present in Chambers |
| Town of Smoky Lake | Adam Kozakiewicz – CAO | No | Virtually Present |
| Village of Vilna | Earla Wagar – Interim CAO | No | Virtually Present |
| Smoky Lake County | Jordan Ruegg – Planning & Dev. Manager | No | Virtually Present |
| Smoky Lake County | Kyle Schole – Planning & Dev. Assistant | No | Virtually Present |
| Smoky Lake Region | Michelle Wright – CEDO | No | Virtually Present |
| NE HUB | Perry Phillips | No | Virtually Present |

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| 99-21Hank Holowaychuk | That the Regional Community Development Committee (RCDC) acknowledge receipt of the Regional Community Development Committee (RCDC) Contact List as amended August 2021 replacing Roy Dyck, Councillor, as the Village of Vilna representative with Leo Chapdelaine, Mayor of Vilna. |

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| **Regional Community Development Committee****Contact List August 2021** |
| **NAME** | **MUNICIPALITY** | **ADDRESS** | **PHONE CONTACT** |
| **Craig LUKINUK****Committee Chair** | **Smoky Lake County** | **Box 968****Smoky Lake, Alberta****T0A 3C0** | **Cell: 780-656-5449****Res: 780-656-3806****Email:** **clukinuk@smokylakecounty.ab.ca** |
| **Lorne HALISKY****Committee Vice-Chair** | **Smoky Lake County** | **Box 932****Smoky Lake, Alberta****T0A 3C0** | **Cell: 780-650-5401****Res: 780-656-3837****Email:** **lhalisky@smokylakecounty.ab.ca** |
| **Hank HOLOWAYCHUK** | **Town of Smoky Lake** | **Box 826****Smoky Lake, Alberta****T0A 3C0** | **Cell: 780-650-2040****Email:** **hholowaychuk@smokylake.ca** |
| **Dan KOTYLAK** | **Town of Smoky Lake** | **Box 698****Smoky Lake, Alberta****T0A 3C0** | **Cell: 780-656-0132****Res: 780-656-3668****Email:** **dkotylak@smokylake.ca** |
| **Leo CHAPDELAINE**  | **Village of Vilna** | **Box 10****Vilna, Alberta** **T0A 3L0** | **Cell: 780-623-8800****Email:** **leochapdelaine@icloud.com** |
| **Public-at-Large Members** |
| **Marianne PROCKIW-ZARUSKY****Term Ends: October 2021** | **Town of Smoky Lake** | **Box 460****Smoky Lake, Alberta****T0A 3C0** | **Office: 780-656-3674****Email:** **fcss@smokylake.ca** |
| **Leon BOYCHUK-HUNTER****Term Ends: October 2021** | **Smoky Lake County** | **Box 548****Smoky Lake, Alberta****T0A 3C0** | **Phone: 780-656-2229****Cell: 780-264-5466****Email:** **lhunter@metis.org** |
| **Noel SIMPSON****Term Ends: October 2021** | **Smoky Lake County** | **Box 814****Smoky Lake, Alberta****T0A 3C0** | **Cell: 780-656-0654****Email:** **nsimpson@mcsnet.ca** |
| **Resource Personnel** |
| **Gene SOBOLEWSKI****CAO** | **Smoky Lake County** | **Box 310****Smoky Lake, Alberta****T0A 3C0** | **Cell: 780-207-1884****Office: 780-656-3730** **Email:** **gsobolewski@smokylakecounty.ab.ca** |
| **Lydia CIELIN****Assistant CAO** | **Smoky Lake County** | **Box 310****Smoky Lake, Alberta****T0A 3C0** | **Cell: 780-650-1035****Office: 780-656-3730** **Email:** **lcielin@smokylakecounty.ab.ca** |
| **Adam KOZAKIEWICZ****CAO** | **Town of Smoky Lake** | **Box 460****Smoky Lake, Alberta****T0A 3C0** | **Cell: 780-603-4565****Office: 780-656-3674** **Email:** **cao@smokylake.ca**  |
| **Earla WAGAR****Interim CAO** | **Village of Vilna** | **Box 10****Vilna, Alberta****T0A 3L0** | **Cell: 780-722-9712****Office: 780-636-3620** **Email:** **vilna@mcsnet.ca** |
| **Contractor** |
| **Michelle WRIGHT****CEDO** | **Smoky Lake** **Region** | **Box 208****Smoky Lake, AB****T0A 3C0** | **Cell: 780-656-5398****Email:** **cedo@smokylakeregion.ca** |

Carried.

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|  | **2. AGENDA** |
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| 100-21Lorne Halisky | That the Regional Community Development Committee (RCDC) Meeting Agenda for **August 30, 2021** be adopted as amended to include item 9.1 Executive Session: Personnel.Carried. |
|  | 1. **MINUTES**
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| **Minutes: April 26, 2021** |
| 101-21Leo Chapdelaine | That the Regional Community Development Committee (RCDC) Meeting Minutes for **April 26, 2021** beadopted as presented.Carried. |
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| Dan Kotylak, Town of Smoky Lake Councillor joined the meeting in Chambers at 10:16 a.m. |
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| **Action List: April 26, 2021** |
| 102-21Lorne Halisky | That the Regional Community Development Committee (RCDC) Action List for **April 26, 2021** be adopted as presented.Carried. |
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| **Minutes: June 21, 2021** |
| 103-21Hank Holowaychuk | That the Regional Community Development Committee (RCDC) Meeting Minutes for **June 21, 2021** beadopted as presented.Carried. |
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| **Action List: June 21, 2021** |
| 104-21Leon Boychuk-Hunter | That the Regional Community Development Committee (RCDC) Action List for **June 21, 2021** be adopted as presented.Carried. |
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|  | **4. REPORTS** |
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| **CEDO Report: April 18 to August 21, 2021** |
| 105-21Lorne Halisky | That the Regional Community Development Committee (RCDC) accept the Community Economic Development Officer (CEDO) Report for **April 18 to August 21, 2021.** |
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| **COMMUNITY ECONOMIC DEVELOPMENT OFFICER (CEDO)****MONTHLY ACTIVITY REPORT** | **April 18 to** **August 21, 2021** |
| --- | --- |
| **Week** | **Activities and Location** | **Status** | **SP** | **Hours** |
| **April 18 to 24** | 1. NE Alberta HUB Board Planning Session – providing support to Executive Director | Complete | 1.6 | **39.5** |
|  | 2. Town Two Hills promotion – support to Town CAO on proof. | Complete | 3.7 |  |
|  | 3. RCDC Meeting packages to members | Complete |  |  |
|  | 4. Town Council Meeting  | Complete |  |  |
|  | 5. Ukrainian Twinning meeting with Town (Managing Partner) – next steps and strategy | Complete | Ukr Twin |  |
|  | 6. Heritage River meeting with Planning and Development | Complete | 3.5 |  |
|  | 7. Developer inquiry – County owned lands – discussion with Planning and Development on options, history, strategy.  | In Progress | 2.58 |  |
|  | 8. Meeting with new Ec Dev officer for St. Paul/Elk Point – discussion focused on change in structure from Chamber based Ec Dev to Regional Ec Dev officer (pilot for one year) pros/cons  | Complete | RCDC Refresh |  |
|  | 9. Alberta’s Lakeland DMO AGM – review of strategy, financials, etc. | Complete | 1.6 |  |
|  | 10. Lemonade Day (June 19) planning with Community Futures – ask will be for 2-3 judges and tasters – will work with Chamber on resourcing these volunteer activities | In Progress | 2.11 |  |
|  | 11. Prep for Chamber Meeting April 26 2021 7pm via Zoom<https://us02web.zoom.us/j/82041407431?pwd=RGtsMFlnM2tNZWZmUVVRbXBuRnF5UT09> | Complete |  |  |
|  | 12. Traveler inquiries – came in via smokylakeregion.ca – requesting books to read, maps to look at and other information. Opportunity to package something similar and promote as potential visitors are in planning mode. | In Progress | 3.7 |  |
|  | 13. Review and provide feedback on first draft of Iron Horse Trail 10-year strategic plan. | In Progress | 1.6 |  |
| **April 25 to May 1** | 1. RCDC Meeting and Minutes | In Progress |  | **40** |
|  | 2. Alberta Chambers Meeting – with Dr. Hinshaw and Minister Shandro – Rapid Test program guidance will be forwarded to Chambers; reopening discussions and timelines; large group categorizing of businesses by GOA has some being restricted by mistake; Chamber online market integration with existing initiatives is being reviewed (including our iMarket); vaccine rollouts. | Complete | BRE |  |
|  | 3. Smoky Lake Chamber meeting – Lemonade Day update indicates we may delay event until fall or next year; Community Learning Council and Career Next Generation presented; inviting Minister Schweitzer to our May 17 meeting, Business Survey summary presented. Facebook and website updating for Chamber underway (member is leading).New projects include Temporary Foreign worker community orientations/welcome and Career NextGen opportunity for marketing-oriented student, Chamber could fund/apply for grant and use to get business inventories onto iMarket, working with CF to obtain a lightbox setup to be able to create professional photographs for platform. Also following up with CF on the Business Survey opportunities. Considering adding membership levels to allow non-profit and smaller businesses to participate.**Business Survey Results to date (10 completed thus far)*** 1. Revenue reductions from 30% to 100%
	2. Overall reduced traffic to community
	3. Required changing buildings to meet requirements or to generate additional income (rent)
	4. Sought alternate sales channels – other venues and online, delivery, curbside pickup
	5. Staff laid off at nearly all businesses
	6. CERB payments reduced labour pool
	7. Restrictions reduced labour pool (students)
	8. Reduced hours
	9. Likelihood of closure in next 6 months: 1
	10. Financials – nearly all took some gov’t support; nearly all are using personal debt to keep going
	11. Nearly all would recommend starting a business here
	12. Nearly all felt supported by Chamber, Ec Dev and municipalities
	13. Other challenges: costs are up for insurance, utilities. Most are deferring major maintenance to ensure cash flow, and trying to reduce operating costs where possible
	14. Needs: increase traffic to community (regional, hyper regional and outside region promotions); add more drive thru/drive by events; increase social media promotions; increase weekend traffic, ensure we have a large post-pandemic celebration; emotional support, especially for solo business owners.
	15. Other Need: create refinancing program to lower debt servicing costs; also need for serviced lots for building/expansion
 | Complete | 2.8 |  |
|  | 4. Metis Crossing Travel Alberta Cooperative funding application – to Committee for consideration of $1000 and support of application. | Complete | 3.7 |  |
|  | 5. Presentation to Town: Victoria District Economic Development Strategy Corporate Structure | Complete | Vic Dist |  |
|  | 6. ATB Webinar - How COVID-19 has redefined the experience economy in Alberta | Complete | BRE |  |
|  | 7. Business Outreach: Equilibrium Cannabis visit; discussion with new Physiotherapist at PCN regarding promotion of his services; Blue Horse Gallery and Studio visit; English as Second Language information to businesses with Temporary Foreign Workers;  | Complete | 2.8 |  |
| **May 2 to May 8** | 1. Heritage River meetings | Complete | 3.5 | **38** |
|  | 2. Victoria District meetings – drafting engagement for Municipally Controlled Corporation open houses and public hearing processes and selecting MCC relevant content from Strategy Business Plan to meet needs of hearing process. | Complete | Vic Dist |  |
|  | 3. Heritage Board – priority listing for preservation projects, wetland project, photo project and regular meeting. | Complete | 3.5 |  |
|  | 4. Careers Next Generation intern grant application for Chamber – approved. Student intern will focus on business supports for getting online, being active on social media for individual businesses, helping with order fulfillment processes.  | Complete | 2.11 |  |
|  | 5. Vilna – met with Four Lodges Gallery on artisan hub ideas; business meetings re COVID supports, ideas to enhance business variety in Vilna discussed; potential to create Coop for some of the social aspects of the business. News: Greenhouse and Antique stores opening in Vilna this summer; Four Lodges is for sale as owner is relocating to Edmonton. | In Progress | Vilna Project |  |
|  | 6. Signal Newspaper sale – group of interested residents are looking for a way to keep the local paper going under new ownership model.  | Complete | 2.8 |  |
|  | 7. Drafting Business Retention and Enhancement (BRE) plan for Committee review. | Complete | BRE |  |
|  | 8. Preparation for presentation at Cooperatives First virtual conference – asked to be on panel for Community innovation with Community Futures – event is May 26th. | Complete | 2.8 |  |
|  | 9. NE HUB Economic Development Week promotion ideas; focus will be on collaboration value of HUB via participating member social media channels. | Complete | 1.6 |  |
| **May 9 to 14** | 1. Developer meeting with Planning and Development – will be added to May 27 County Council agenda. | Complete | 3.2 | **32** |
|  | 2. Local resident seeking value information on agricultural land (to sell) | Complete | 2.8 |  |
|  | 3. RTIC meeting – update on the groups mandate and how working together regionally can support recovery. | Complete | 3.1 |  |
|  | 4. Webinar – 5 Ways to increase Membership Engagement – 2 takeaways – text messaging and telephone town halls (very suitable in rural, low internet bandwidth areas, instead of zoom). |  |  |  |
|  | 5. Chamber Executive – prepping for regular meeting May 17 where we are hosting Minister Schweitzer (preparing questions, moderation process, etc). |  |  |  |
|  | 6. Career Pathways – Chamber has successfully received grant for communications and marketing position (up to 240 hours) – subject to membership approval, this position will engage with businesses to support their online marketing. | Complete | 2.11 |  |
|  | 7. Victoria District – MCC Public Engagement process and slide decks to team for review/edits. Three open houses May 19 7pm, May 26 7pm, and June 2 noon. | Complete | Vic Dist |  |
|  | 8. Joint Health and Safety meeting |  |  |  |
|  | 9. FDI (Foreign Direct Investment) Masterclass – Digital strategies to unlock investment beyond Covid-19: tech tools, strategies, and good examples to look into for future RCDC planning. | Complete | BRE |  |
|  | 10. Alberta Chambers Shop Local grant program – webinar and collaboration discussion with St. Paul and Elk Point – to use Smoky Lake Chamber intern in collaboration with St. Paul Chamber resources to advance our Shop Local campaigns including eRetailing opportunities for Smoky Lake Chamber members and non members. | Complete | 2.14 |  |
| **May 16 to 22** | 1. Alberta Chambers of Commerce/Federal Grant for Shop Local – made application. In collaboration with St. Paul and Elk Point (RTIC group initiative) – the grant is to support intern/student Next Generations work, as well as create a drive by/drive thru event hosted by Smoky Lake Chamber. | Complete | 2.14 | **41** |
|  | 2. Preparation for session with Minister Schweitzer/Chamber meeting May 17th 7pm.Minister Schweitzer presented the Economic Recovery plan, 20 minute talk and 40 minutes for questions and answers.  A few highlights from the presentation:bizconnect in Alberta - loans are still available for Businesses, please check out their website for more information. [https://www.alberta.ca/biz-connect](https://linkprotect.cudasvc.com/url?a=https%3a%2f%2fwww.alberta.ca%2fbiz-connect&c=E,1,JKLw0fIh3-6Z5ArWCJwS1GI8pxPJ7gOaVDZkTSqkzMBNCiXY_sT13NBETL2uiuuD-FP7uUs2igYEwSetigEeCGfU13Uvlh1I4muCo89SM-fM&typo=1)-Government has lowered the Corporate tax to 8%.-They are trying to run an efficient Government.-Get the average spending down.-Trying to attract and develop talent in trades and apprenticeships, working with the Universities, Colleges and schools.-Reduce the amount of nonworking citizens. -Working with industries - Tourism - Travel Alberta-50% more money in their Tourism budget to bring people into our community-Film and television industry - get Alberta on the map-Tax credits, diverse landscape, smaller Town feel and lots of job opportunities for film and television.-1.5 million dollars to help develop the Agriculture industry-Energy space - Natural gas, L and G, getting it to international destinations.-Recycling strategy, hydrogen, minerals for electric vehicles. Lots of opportunities.-Geothermal-diverse heat for power purposes.-Alberta can play a leadership role in the innovations of Energy space. -Exciting work going on!!Minister Schweitzer and MLA Glenn van Dijken requested the Chamber followup with a letter to them summarizing some of the interesting ideas discussed this evening:* Regional infrastructure needs
* Policy challenges
* Small business insurance burden
* Local procurement policy needed for Gov’t departments
* Provincial buildings – repurposing vacant space
* Rural small business capital financing and lender risk aversion
* Creating government department remote work hubs (resident attraction)
* Analysis of actual impact of gov’t infrastructure projects on local economies – sense that workers are not spending time or money (nor are projects using local suppliers) so anticipated benefits are not actually happening.
* Oblique economic recovery strategies – home improvement subsidies to keep trades working in a heated materials environment, support to businesses for capital projects and major maintenance (which has been deferred during COVID to manage cash flow)
* Plus any other ideas we have; Chamber offered support to Minister to pilot or test ideas or projects in our Region.
 | Complete | 2.8 |  |
|  | 3. Chamber moving forward with additional grant applications and additional engagement with RCDC for support of the mentoring/supervising of students. | Complete | 2.11 |  |
|  | 4. Rapid Test Kits for businesses – reached out to Gene and Adam on municipalities’ role in test procurement and tracking (if any); if none, will work with Chamber and Alberta Chambers of Commerce to put a program in place. (an inquiry from Pumpkin Patch that would also support other businesses) | Complete | BRE |  |
|  | 5. Preparation for presentation to Cooperatives First webinar May 26: Fostering Community Innovation. I am part of panel with Wendy Petersen of Community Futures Brandon, MB.  | Complete | 2.8 |  |
|  | 6. Set date for Ukrainian Twinning Committee meeting in early June to review Terms of Reference and recommend Committee structure. | Complete | Ukr Twin |  |
|  | 7. Victoria District Economic Development Strategy Open House #1. | Complete | Vic Dist |  |
|  | 8. Economic Developers Association Annual Conference – Virtual – 2 days of sessions. | Complete | 1.2 |  |
|  | 9. Finalizing Vilna to St. Paul itinerary and drafting Smoky Lake-Victoria District-Waskatenau itinerary for Lakeland DMO website. | Complete | 3.1 |  |
|  | 10. Elevate Wellness team meeting | Complete | 4.1 |  |
|  | 11. Following up on swag with municipalities for Rumble North poker rally which starts after May long weekend. | Complete | 3.1 |  |
|  | 12. Sports grant opportunity shared with local groups via social and direct email. | Complete | 2.8 |  |
|  | 13. Duke of Edinburgh gold scholar logistics – this young woman is biking the Iron Horse Trail with her grandmother as part of her scholarship project. She reached out to Iron Horse Trail and we are working to ensure she is aware of where to stay, eat, enjoy our Region along the Trail – she will be coming through July 15 -18 (great opportunity for Trail and Regional promotion and awareness). FYI – my niece was a 2020 recipient.*The Duke of Edinburgh's International Award empowers young people, ages 14 to 24, to give back to their communities, explore their interests and passions, commit to their health and wellness, and gain an appreciation for the natural environment. With guidance from Award Leaders and assessors, young Canadians are given a supportive, non-competitive youth development platform that deepens self-awareness, builds confidence, and broadens skills and experience to further their growth as active, responsible citizens.*  | Complete |  |  |
| **May 23 to May 29** | 1. Panel member on Cooperatives First webinar: Responsive Economic Development. Presentation and discussion on community development, particularly rural nuances. | Complete | 2.8 | **32** |
|  | 2. Victoria District Economic Development – Open House #2  | Complete | Vic Dist |  |
|  | 3. Real Estate review – what’s for sale, average prices, etc for response to inquiries | Complete | 3.10 |  |
|  | 4. Rumble Alberta swag packages and meeting with other route communities to collaborate on promotion (Thorhild, Westlock, Lac la Biche, Fort McMurray). We are on routes 1,2 and 3,4 and working on populating our offerings. Metis Crossing is on Adventure circuit Northern Alberta #3Swag bag pickup location being developed pending CN Station opening for season.<https://rumblealberta.com/regional-events/rumble-ab-northeast.html> | Complete | 3.1 |  |
|  | 5. Invest Alberta Opportunity submission – Smoky Lake Tourism Corporation. Our strategy, plan and that we are seeking investment in SLTC. Invest Alberta will be marketing these opportunities to investors looking to engage in Alberta project. | Complete | Vic Dist |  |
|  | 6. County Council meeting  |  |  |  |
| **May 31 to June 5** | 1. Draft letters from Chamber to RCDC re: Intern and Student supervision for marketing and communications, and Chamber to Minister Schweitzer as follow up to May 19th meeting. Will put on Agenda for RCDC June 21. | Complete | 2.11 | **45** |
|  | 2. Student Work Placement grant application for Chamber of Commerce submitted. | Complete | 2.11 |  |
|  | 3. Open House #3 Victoria District Economic Development Strategy and followup. | Complete | Vic Dist |  |
|  | 4. Discussion with local resident on opportunity to use Victoria District Economic Development Strategy public information for case study for university coursework – will address with Working Group next meeting. | Complete | Vic Dist |  |
|  | 5. Submitted letter on behalf of Chamber to Minister Schweitzer and cc’d all Regional administrators for presentation to their respective Councils when possible. | Complete | 2.8 |  |
|  | 6. Lakeland DMO Itineraries – added content – heritage sites in Vilna area, churches of Smoky Lake, Victoria Trail sites (using Home Guard brochure). | Complete | 3.1 |  |
|  | 7. Several real estate inquiries – providing community information and possible sites. Also, provided more in depth community information to new County resident (recreational property). | Complete | 4.11 |  |
|  | 8. Rumble Alberta kicked off – swag bags created and ready for distribution to participants. Thanks to Town and County for providing items. | Complete | 3.1 |  |
|  | 9. Ukrainian Twinning Committee (Smoky Lake Committee) agenda sent to Administrators for comments, and sent to committee members for pre read for June 9 meeting. | In progress | Ukr Twin |  |
|  | 10. Webinar – Honourable Jim Carr at Canadian Club – Federal budget discussion and prairie province opportunities.  | Complete | 2.8 |  |
|  | 11. Social media: job opportunities, Go East Adventure Game, Rumble Alberta, re-openings. | Complete | 3.1 |  |
|  | 12. Continue to support Regional businesses to access COVID grants/funding; deadlines are end of June. | Complete | BRE |  |
| **June 6 to 12** | 1. Grants, scholarships and other funding – answering inquiries from a few and forwarding on information from other sources to the right parties. Individuals, groups, businesses – all need support to finalize their COVID funding and also other grants for use in 2021. | Complete | 2.8 | **40** |
|  | 2. Founders meeting and Public Hearing – Victoria District Economic Development Strategy | Complete | Vic Dist |  |
|  | 3. Preparing RCDC meeting packages – meeting on June 21 will be focused on CEDO evaluation only. | Complete | 1.2 |  |
|  | 4. Lemonade Day – judging and associated social media/paperwork. | Complete | 2.11 |  |
|  | 5. Smoky Lake Ukrainian Twinning Committee meeting – Terms of Reference  | In Progress | Ukr Twin |  |
|  | 6. Joint Health and Safety meeting |  |  |  |
|  | 7. Bashaw Webinar – Community Sustainability model – 2 part series capturing what Bashaw created and how to replicate. | Complete | 2.8 |  |
|  | 8. Meeting with Jobs, Economy and Innovation Regional Development Specialist – we meet about every 8 weeks to discuss what is happening in Smoky Lake, what we might need assistance with, what JEI department is working on. | Complete | 2.8 |  |
|  | 9. Meeting with Ontario based Life Sciences innovation group – how we might use their model in Smoky Lake for an industry cluster project as part of business attraction and retention. | Complete | 2.2 |  |
|  | 10. Power Up North 2021 planning re-started – led by Community Futures and supported by Ec Dev across NE Region. Intention to host at Metis Crossing in September 2021. | Complete | 2.8 |  |
|  | 11. Smoky Lake Region Career Fair planning meeting (for spring 2022). | Complete | 2.11 |  |
|  | 12. Recognition Certificates for Howlin’ Coyote Motorcycle (recently sold and owners are relocating) and Smoky Lake Signal for 44th year of operations. |  |  |  |
|  | 13. Correspondence with Alberta Chambers for Shop Local Grant – successful in obtaining $5580 for Chamber to use with summer students/interns in business support program. | Complete | 2.11 |  |
|  | 14. CLC meeting – survey discussion – request for my assistance in distribution of survey across our channels, with businesses and to our email groups. |  |  |  |
| June 13 to June 19 | 1. Completed Alberta Agricultural Policy Framework survey and shared links to our social feeds and to County Communications and Ag department for their distribution. | Complete | 2.1 | **45** |
|  | 2. RFD for RCDC meeting completed and meeting packages sent to Committee. |  |  |  |
|  | 3. COVID Rapid test kits, training and reporting guidelines to Pumpkin Patch. | Complete | BRE |  |
|  | 4. Victoria District Ec Dev – team meeting, media, planning, etc | Complete | Vic Dist |  |
|  | 5. Vilna Council – discussion on ideas for Vilna, possible execution plans, discussion with business owner in attendance on opportunities and working together.  | Complete | Vilna Project |  |
|  | 6. Dropped off Howlin Coyote certificate and wished Les and Dianne Anderson well. |  |  |  |
|  | 7. Lemonade day planning and judging (June 19) | Complete | 2.11 |  |
|  | 8. Pumpkin Fair planning meeting | Complete | 3.7 |  |
|  | 9. PowerUP conference planning – Smoky Lake Region will be host location and conference will be at Metis Crossing. | Complete | 2.8 |  |
|  | 10. HUB meeting – agricultural economic development discussion and opportunities to create something for NE Region – partnerships with Portage, Community Futures, and Ec Dev across HUB. | Complete | 1.6 |  |
|  | 11. Second session of Bashaw community innovation webinar. | Complete | 2.8 |  |
| June 20 to 26 | 1. RCDC Meeting |  |  | **45** |
|  | 2. Canadian Agricultural Economics Symposium – all week, online. Very academically focused, good information, just not sure on how to apply yet. | Complete | 2.1 |  |
|  | 3. Healthy Communities Grant application – outdoor ice surface/path – gathering support for application and additional content for Town grant writer to submit June 25 2021. RCDC support letter attached: | Complete | 2.8 |  |
|  |
|  | 4. Healthy Communities - Vilna Centennial Park grant application | Complete | 2.8 |  |
|  | 5. Reviewing new grants for opportunities: Community Revitalization, Adapt and Innovate and Travel Alberta may be suitable to a few of our projects. | Complete | 2.8 |  |
|  | 6. ACC Grant News Release (attached) | Complete | 2.8 |  |
|  |
|  | 7. Webinars – ATB 5 myths of economy, Green Hectares Factors affecting Living Standards in Rural Communities, Cooperatives First Economic Development in Rural. | Complete | 2.8 |  |
|  | 8. HUB AGM – review of strategy, good presentation on Vermilion Ec Dev and overall Ec Dev strategy success ingredients. | Complete | 1.6 |  |
|  | 9. iMarket Team meeting – next activity to look for synergies or new business opportunity for transportation | Complete | 2.8 |  |
|  | 10. Pumpkin Fair planning – October 2 – hold the date! | Complete | 3.1 |  |
|  | 11. Power Up North Team – Metis Crossing preparing estimate for hosting at their location. | Complete | 2.8 |  |
|  | 12. Victoria District Working Group meeting | Complete | Vic Dist |  |
|  | 13. HUB Drone project underway – following submission provided in early May for each community. | In Progress | 3.1 |  |
| June 27 to Jul 3 | Vacation |  |  | **15** |
| July 4 to 10 | Chamber – St. Paul/Elk Point joint project definition and coordination meeting | Complete | 2.14 |  |
|  | Housing Project – setting up definition and timing for Needs assessment | Complete | 4.1 |  |
|  | Power UP North planning | Complete | 2.8 |  |
|  | Metis Crossing – meeting with MC communications team – updates and collaboration | Complete | Vic Dist |  |
|  | Grants – further work on possible projects and clarity on eligibility for each including researching background information | Complete | 2.8 |  |
|  | Real Estate inquiries – business expansions | Complete | 4.1 |  |
|  | Pumpkin Fair – strategy for Oct 2 – club engagement discussions, Save the Dates to DMO and Go East | Complete | 3.1 |  |
|  | Safety Meeting |  |  |  |
|  | Heritage River update meeting | Complete | 3.1 |  |
|  | Indigenous Tourism Event – July 19 – Blue Horse Gallery – planning and logistics for event with Gallery owner | Complete | 3.1 |  |
|  | Ukr Twinning celebration logistics and gift development | Complete | Ukr Twin |  |
| July 11 to 17 | Reconnecting with resources and possible investors – Gas/C store developer, Ukrainian Credit Union, Project Gazelle, Vegreville and Lamont (Ukr Twinning projects), CN,  | Complete | 2.8 |  |
|  | Real estate inquiry and executive session preparation for Town July 20 | Complete | BRE |  |
|  | Grants, grants, grants – writing, learning, networking | Complete | 2.8 |  |
|  | Elevate Wellness meeting | Complete | 4.1 |  |
|  | Business succession planning meeting – regional business connected with evaluation/succession service; this service was already networked to another “for sale” opportunity in Region | Complete | BRE |  |
|  | RCDC Minutes to Managing Partner |  |  |  |
|  | Preparation for lunch with Travel Alberta CEO at Metis Crossing and lunch – July 16 | Complete | Vic Dist |  |
|  | Fire Study – population data to Spencer for consultant | Complete |  |  |
|  | Alberta Community and Cooperatives meeting – potential for support to Vilna Revitalization and Tourism Corp. | Complete | 2.8 |  |
|  | Updated website with recent changes | Complete | 3.1 |  |
|  | Vilna meeting with local Artist – to create connection to Alberta arts administration – potential attraction pathway. | In Progress | Vilna Project |  |
| July 18 to 24 | Grant writing – Travel Alberta – Iron Horse Trail staging area meeting; Community Revitalization Vilna, Ag Society addition, Pumpkin Fair support, outdoor rink (Ag Society). Total submitted this week $375,000 | Complete | 3.7 | **42** |
|  | Ukrainian Twinning Gift exchange and meeting with Lamont and Vegreville – discussed what each community is doing and what they hope to achieve. | Complete | Ukr Twin |  |
|  | Town Council – Grant, Housing and Business expansion | Complete | BRE |  |
|  | Indigenous Arts Council event at Blue Horse | Complete | 3.7 |  |
|  | Alberta iMarket meeting | Complete | 2.8 |  |
|  | Lakeland DMO Meeting | Complete | 3.1 |  |
|  | Power Up North planning – speaker interviews, etc | Complete | 2.8 |  |
|  | Victoria District meeting | Complete | Vic Dist |  |
|  | Elk Point-St. Paul-Smoky Lake – joint marketing and promotion – videographer in area July 24 | In Progress | 2.14 |  |
| July 25 to 31 | Grants – Pavilion upgrades, Ag Society RV Park/Cabins, Heritage Board Interpretative Centre, Photo Project, Wildlife viewing, ice loop, Vilna-SL-Waskatenau staging areas, Complex broadcasting, Golf course comfort stations, trail signage – total submitted this week $805,700. Total submitted for 2021 $1,081,000. | Complete | 2.8 |  |
|  | Emissions Reduction Alberta – information to Chamber members, and broader business community – incentives available for efficiency upgradesNOTE: Federal program for municipalities – direction needed. | In Progress | 2.8 |  |
| 1.
 |
|  | RFD for Powerup North sponsorship to Town and County Legislative Services | Complete | 2.8 |  |
|  | Power up North planning meetings | Complete | 2.8 |  |
|  | Vic District – strategy meeting | Complete | Vic Dist |  |
|  | Business Retention and Expansion coursework – U of C – virtual course.Motion: Approve Action Taken $425 | In Progress | BRE |  |
|  | Green Hectares webinar – Arts and Culture in rural development | Complete | Vilna Project |  |
|  | St. Paul/Elk Point/Smoky Lake Chamber shop local program videos | In Progress | 2.14 |  |
| Aug 1 – 7 | Ukrainian Twinning Meeting and followup on actions – notes drafted | Complete | Ukr Twin |  |
|  | Power Up North planning | Complete | 2.8 |  |
|  | Victoria District Ec Dev meeting | Complete | Vic Dist |  |
|  | Elevate Wellness – Town of Smoky Lake Trail assessment | In Progress | 4.10 |  |
|  | Business Retention and Expansion coursework | In Progress | BRE |  |
|  | On this Spot – app review – being used by Metis Crossing, may have application with tourism corp | Complete | 3.1 |  |
| Aug 8 – 14 | Purolator Small Business Grant Award nominations – nominated 5 regional businesses who met their criteria.  | Complete | BRE |  |
|  | Metis Nation and Treaty 6 Flag raising | Complete | 3.7 |  |
|  | Bellis Board of Trade meeting and followup | In Progress | BRE |  |
|  | Ag Society meeting – broadband tower opportunity – to follow up with Town | In Progress | BRE |  |
|  | Preparation for Metis Nation of Alberta Assembly – Regional booth | Complete | 3.7 |  |
|  | Resources to Metis Crossing for program offerings | Complete | 3.1 |  |
|  | Real Estate inquiry – industrial proponent – initial review of possible locations | In Progress | 2.1 |  |
|  | Power Up North conference promotions | In Progress | 2.8 |  |
|  | Chamber – interviews with students for grant position | Complete | 2.11 |  |
|  | Safety Meeting |  |  |  |
| Aug 15 to 21 | Metis Crossing – prepare and attend General Assembly with Regional information | Complete | 3.7 |  |
|  | MuniCorr annual golf tournament | Complete | 1.6 |  |
|  | Victoria District – planning session for Joint Municipalities and regular team meeting | In Progress | Vic Dist |  |
|  | Meeting with Chamber resources for shop local campaign | In Progress | 2.14 |  |
|  | NABI (Northern Alberta Incubator) strategy session | Complete | 2.11 |  |
|  | Tourism outlet updates – Iron Horse, Go East and Fishing brochure | Complete | 3.1 |  |

Carried. |
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| 106-21Hank Holowaychuk | That the Regional Community Development Committee (RCDC) approve action taken to provide $1000 to Metis Crossing in support of the Travel Alberta Cooperative Marketing project.Carried. |
|  |  |
| 107-21Lorne Halisky | That the Regional Community Development Committee (RCDC) recommend the Community Economic Development Officer (CEDO) forward to each respective municipality information pertaining to the FCM Home Retrofit program for their review and consideration.Carried. |
|  |  |
| 108-21Hank Holowaychuk | That the Regional Community Development Committee (RCDC) acknowledge the registration and completion of the Economic Developers of Alberta course Business Retention and Expansion by the Community Economic Development Officer (CEDO).Carried. |
|  |  |
| Dan Kotylak, Town of Smoky Lake Councillor left the meeting from Chambers at 10:45 a.m. |
| Dan Kotylak, Town of Smoky Lake Councillor rejoined the meeting in Chambers at 11:40 a.m. |
|  | **RCDC** |
| **Vilna Mainstreet Revitalization Project** |
| 109-21Leo Chapdelaine | That the Regional Community Development Committee (RCDC) accept for information Committee discussion on the scope of the Vilna Mainstreet Revitalization Project within the Village of Vilna.Carried. |
|  |  |
| Perry Phillips, NE HUB, left the virtual meeting at 12:35 p.m.Gene Sobolewski, Smoky Lake County CAO, left Chambers at 12:40 p.m., returned at 1:05 p.m.Kyle Schole, Planning and Development, left the virtual meeting at 12:40 p.m. and returned at 1:05 p.m.Leon Boychuk-Hunter, Public Member at Large, left the virtual meeting at 1:15 p.m. |
| **Strategic Priorities Chart** |
| 110-21Noel Simpson | That the Regional Community Development Committee (RCDC) amend the Strategic Priorities Chart (SPC) to include the Vilna Mainstreet Revitalization Project in the NOW category.  |
|  Carried. |
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| **Request for Discussion: Regional Community Development Committee Terms of Reference**  |
| 111-21Lorne Halisky | That the Regional Community Development Committee (RCDC) re-affirm for clarification purposes in respect to the RCDC Joint Agreement – Terms of Reference Bylaw Sections 3.6 and 7.3 that requests for Community Economic Development Officer (CEDO) services are directed to the Regional Community Development Committee to be acknowledged and if acceptable to the Committee, assigned to the Community Economic Development Officer (CEDO) to undertake.Carried. |
| 112-21Hank Holowaychuk | That the Regional Community Development Committee (RCDC) recommend the partner municipalities consider the inclusion of the role and responsibility of community economic development liaison to the CEDO in the CAO’s accountabilities, as per the RCDC Joint Agreement – Terms of Reference Bylaw Section 7.7.Carried. |
|  |  |
|  | 1. **PROGRAM FINANCIAL**
 |
| **2021 Forecast** |  |
| 113-21Dan Kotylak | That the Regional Community Development Committee (RCDC) accept the Economic Development Financial Update dated **July 31, 2021** for information as follows: |
| Carried. |
|  | 1. **OTHER BUSINESS**
 |
| Roundtable: Regional Updates: Town of Smoky Lake* Town businesses are busy and drawing customers from the region
* New land surveys for development underway
* Idea: add services to hospital and PCN usage advocacy – to Dr Recruitment committee
* Smoky Lake Riding Club Family Rodeos are a big hit
* Summer Series jackpots are planned for September
* Randy Russ Memorial Barrel Race is a top-notch event (180+ racers) with prizes in every event
* Endurance racing event at Bellis August 28 and 29
* Pumpkin Fair will include Gord Bamford concert; subject to COVID restrictions
* Treaty 6 and MNA Flag raising event was a success
* 93rd MNA assembly held at Metis Crossing
* PowerUp North will be held in Sept at Metis Crossing
* 3-4 drilling rigs are working in the area with production on stream in next few weeks; donuts were delivered to one of the rigs in appreciation
* Solar panels are now connected to the power grid
* Mayor Holowaychuk attend Redwater Discovery Days
* HAK construction is underway
* Blue Horse Gallery is bringing people to our Region
* Denturist – plaque presented
* Lac La Biche Summer Rodeo attended
* Smoky Lake Signal closed after 43 years of service to the community including CN Station preservation
* Tourism booth at CN station will wrap up soon
* Pumpkin Park looks great thanks to Adam Kozakiewicz and Public Works
* Golf Course had a great year hosting several tournaments
* Senator Simons posted video of family rodeo event to her social media channels
* Kosiv meetings continue
* Shell is up for sale
* Housing shortages are being forecasted in Region
* Houses are selling very quickly
* Focus is on retaining, attracting professionals – RCMP, Health Care, Teachers
* 178 wells planned for the NE Region as per Rigger Talk app

Village of Vilna* 100+ attendees at Pancake Breakfast
* Farmer’s market is going strong (Sundays)
* 90% of paving in Village is completed
* Village is looking great
* 3-4 houses sold in past month
* 2 major landlords in Vilna are experiencing low vacancies

Public Members* Golf course is busy due to COVID, starting to slow down for fall
* Victim Services event 100 + golfers
* Raffle goes until October 3, and prize will be awarded at Pumpkin Classic 2-man Tournament

Smoky Lake County* Waskatenau Nuisance grounds project completed, and request sent for setback reduction or removal
* Crime continues to be a concern
* Iron Horse Trail is very busy and Fish and Wildlife and RCMP are patrolling regularly
* Heritage Rivers designation process continues
* Metis Crossing lodge set to open in November; bison and elk to paddocks in September
* Randy Russ event very successful
* Bellis Endurance race had good participation
* Metis Nation of Alberta and Treaty 6 flag raising event a success
* 93rd annual general assembly Metis Nation at Metis Crossing
* Regional Fire and Rescue study nearing completion
* Some funding received for rural bridges
* Natural Resource extraction and oil and gas activity is good in area
* Bonnie Lake Subdivision work in progress
* Lots of interest in developing campgrounds
* Lake subdivision signage project in progress
* Public engagement for dark skies, hamlet chickens, RV parks complete and bylaw work in progress.
* Senator Paula Simons canoed and toured Metis Crossing
* September 30th will be recognized in Region for Truth and Reconciliation Day
* Chahor Church celebrated 100th anniversary
* North Saskatchewan River boat launches waiting on provincial approval
* Horse riding lessons are available locally in Bellis
* County Admin office is getting new roof
* Dave Kully and Ed English have retired from County service
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|  | **7. DELEGATIONS** |
|  | None. |
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|  | **8. STAKEHOLDER ENGAGEMENT** |
| **Stakeholder Engagement** | That the Regional Community Development Committee (RCDC) acknowledge that no public was in attendance for the “Stakeholder” Engagement from 10:30-11:00 a.m. at the **August 30, 2021** RCDC meeting.  |
|  |  |
|  | **9. EXECUTIVE SESSION** |
| 114-21Dan Kotylak | That the Regional Community Development Committee (RCDC) defer the Executive Session regarding Personnel issue: CEDO Contract, to the next RCDC meeting.Carried. |
|  |  |
|  | **NEXT MEETING** |
|  | That the next Regional Community Development Committee (RCDC) Meeting will be held on **at the call of the Chair.**Carried. |
|  | **ADJOURNMENT** |
|  | That the Regional Community Development Committee (RCDC) Meeting adjourned 2:55 p.m.Carried. |

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CHAIRPERSON