###### SMOKY LAKE COUNTY

###### REGIONAL COMMUNITY DEVELOPMENT COMMITTEE MEETING

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

held virtually via Zoom on **Friday,** **January 15, 2021**

<https://us02web.zoom.us/j/84225760190?pwd=czRORXNXSVVWK3N0czQ4dmI3dXpDQT09>

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|  | **1. CALL TO ORDER** |
|  | The meeting was called to Order by the Chairperson Craig Lukinuk at 10:03 a.m. 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 | Absent |
| Smoky Lake County | Perry Phillips - Public-at-Large | Yes | Virtually Present |
| Town of Smoky Lake | Hank Holowaychuk - Mayor | Yes | Virtually Present |
| Town of Smoky Lake | Dan Kotylak - Councillor | Yes | Virtually Present |
| Town of Smoky Lake | Marianne Prockiw-Zarusky - Public-at-Large | Yes | Virtually Present |
| Village of Vilna | Roy Dyck – Councillor | Yes | Absent |
| Smoky Lake County | Gene Sobolewski - CAO | No | Present in Chambers |
| Smoky Lake County | Lydia Cielin - Assistant. CAO | No | Present in Chambers |
| Smoky Lake County | Jordan Ruegg – Planning & Dev. Manager | No | Virtually Present |
| Smoky Lake County | Kyle Schole – Planning & Dev. Assistant | No | Virtually Present |
| Smoky Lake County | Johnny Cherniwchan - Councillor | Alternate | Present in Chambers |
| Town of Smoky Lake | Ross Whitelaw – Councillor | Alternate | Virtually Present |
| Town of Smoky Lake | Adam Kozakiewicz – CAO | No | Virtually Present |
| Village of Vilna | Leo Chapdelaine – Mayor | Alternate | Virtually Present |
| Village of Vilna | Earla Wagar, Interim CAO | Alternate | Virtually Present |
| Smoky Lake Region | Michelle Wright – CEDO | No | Virtually Present |
| Smoky Lake Region | Beth Kydd – EDA | No | Virtually Present |

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|  | **2. AGENDA** |
| 34-21: Dan Kotylak | That the Regional Community Development Committee (RCDC) Meeting Agenda for **Friday, January 15, 2021** be adopted as amended.  Carried. |
|  | 1. **MINUTES** |
| **Minutes: December 7, 2020** | | |
| 35-21: Lorne Halisky | That the Regional Community Development Committee (RCDC) Meeting Minutes for **Monday, December 7, 2020** beadopted as presented.  Carried. |
| **Action List: December 7, 2020** | | |
| 36-21: Hank Holowaychuk | That the Regional Community Development Committee (RCDC) Action List for **Monday, December 7, 2020** be adopted as presented.  Carried, |
|  | **4. REPORTS** |
| **CEDO Report** |  |
| 37-21: Hank Holowaychuk | That the Regional Community Development Committee (RCDC) accept the Community Economic Development Officer (CEDO) Report for **November 29, 2020 to January 9, 2021** as presented. |
| Machine generated alternative text: Section 61   Policy: 18 - 01                                                      Agenda Item 4.1   Page 1      Schedule “A”                COMMUNITY ECONOMIC DEVELOPMENT OFFICER (CEDO)  MONTHLY ACTIVITY REPORT       November 2 9   2020   to January 9 2021      Week  Activities and Location  Hours  Worked  Nov 29 to  Dec 5  Business of the Week: Smoky Lake Regional Chamber of Commerce  Regional Guide draft review with FCSS and EDA  World Travel and Tourism virtual seminar – To Recovery and Beyond  December 7 meeting packages  Ukrainian Village – next steps in discussion to support tourism strategy  Bill32 seminar on Employment standards and networking Peninsula HR to chamber  members  SLTC Joint meeting preparation  SLTC meeting  Grant application for Chamber  Searching resources for Nekinan operations  Rural Development grant information sent to Town and FCSS for consideration  EDA Conference – virtual sessions  Wealth Creation and Wealth Works – framework for rural economic and community  development  sessions   40  Dec 7 to  Dec 12  Business of the Week: Bigway  RCDC meeting  Followup request to Beemaid on bee importing  Requested program review by Jobs, Economy, and Innovation COVID funds, to  allow for new businesses (opened after mid 2019) to be eligible. The request is  being triaged by their team for consideration.  SLTC Community Bond meeting  SLTC briefing for Minister Schweitzer Tourism Town Hall  Email to Chrystia Freeland, Federal Finance minister with Community Bond as idea  for unlocking Canadian savings to support strong economic outcomes.  Contractor request from Town for Solar Project  FCSS Social Services Guide review with consultant  County Council meeting  SLTC regular meeting  SLTC – response to Public submissions on Business Plan  Chamber Grant application to Western Diversification/Alberta Chamber for COVID  supports  Meeting with Jobs Innovation and Economy – Bonnyville representative on SLTC  investment strategy, digital mainstreet and tourism town hall  Ukrainian Twinning meeting notes to team for review              42.5    Machine generated alternative text: Section 61   Policy: 18 - 01                                                      Agenda Item 4.1   Page 3      Schedule “A”                COMMUNITY ECONOMIC DEVELOPMENT OFFICER (CEDO)  MONTHLY ACTIVITY REPORT       November 2 9   2020   to January 9 2021      AHCI survey completed – for Alberta Health regarding COVID19 impacts on  community, work and life.  Researching Happiness program (mental health) – potential for PCN engagement.  Ukrainian History research – literature review; story telling by historians  RCDC Meeting packages  Relaunched discussions for entrepreneur incubation project – Café Inc.  Beekeeping training discussion with Portage College (Ukrainian Twinning)  Carried. | | |
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| **EDA Report** |  |
| 38-21: Leo Chapdelaine | That the Regional Community Development Committee (RCDC) accept the Economic Development Assistant (EDA) Report for **December 1 to 30, 2020** as presented. |
| Machine generated alternative text: Section 61                                             Agenda Item 4.2          Policy: 18-01    Schedule “A”                                      DAY  Activities and Location  Hours  Worked     1  RCDC -   Office  –   print Meeting packages and deliver Town of Smoky Lake, Smoky Lake County,  2021 RCDC Directory revise    6.5  2   RCDC -   2021 RCDC Directory   6 .5   3   RCDC -   2021 RCDC Directory   8.0   4   RCDC -   Action List Summary ,2021 RCDC Directory    6. 0   5  OFF     6   OFF     7   RCDC -   RCDC Budget  Meeting. Start Meeting Minutes    6 . 5   8   OFF     9  RCDC   Office RCDC Meeting Minutes,    6 . 5   1 0   RCDC -   Home -   2021 RCDC Directory   6 . 5   11  RCDC - Office  - Meeting Minutes complete, Michelle to review,  Action List, Action List Summary   complete for 2020, Ukrainian Twinning Action List updated for Michelle, 2021 RCDC Directory   7.5    12   OFF     13   OFF     14  RCDC -   Report Card - finalize, Workbook finalize,  2021 RCDC Directory   6 . 5   15   RCDC   2021 RCDC Directory    4 .5   16   RCDC   2021 RCDC Directory   6.5   17   RCDC   2021 RCDC Directory   7 . 5   18   RCDC   2021 RCDC Directory   8.0   19   OFF     20   OFF     21  RCDC   2021 RCDC Directory   8.0   22   OFF     23   OFF     24   OFF     25  OFF     26   OFF     27   OFF     28   RCDC   2021 RCDC Directory   5 .0   29  OFF     30   OFF     31   OFF       TOTAL   1 08 . 0      Monthly Activity Report:  EDA – Page 1 to 2                              Page 1.      Section 61                                            Policy: 18-01            ECONOMIC DEVELOPMENT ASSISTANT (EDA)                  MONTHLY ACTIVITY REPORT           Month of   December 2020  Machine generated alternative text:                                                   EDA  MONTHLY ACTIVITY REPORT :                            Page Two                  REGIONAL PRIORITIES CHART:  WORKBOOK:   Update                        ■       2020 Strategic Priorities Work Book – updated to December 7, 2020    ■      Strategic Plan 2007-2027 Report Card– Schedule “C” updated to December 7, 2020       ■      RCDC 2020 Action List Summary- updated to December 7, 2020      TTEN LAST MONTH’S  ACCOMPLISHMENTS :            ■ RCDC November 2, 2020 Meeting Minutes    ■ RCDC November 2, 2020 Action List    ■  November Meeting Agenda and Packages     ■ RCDC 2020 Action List Summary updated to November 2, 2020    ■  Strategic Plan 2007-2027 Report Card – Schedule “C” updated to November 2, 2020    §   2020 Strategic Priorities Work Book – updated to November 2, 2020       NEXT MONTH’S OBJECTIVES:        ■ RCDC 2021 Directory     ■  2020 Action Summary – updated to December 7, 2020    ■  2020 Strategic Priorities Work Book- updated December 7, 2020    ■  Strategic Plan 2007-2027 Report Card – Schedule “C”- updated to December 7, 2020          Prepared by:    Beth Kydd    DATE:      December 7, 2020   RCDC MEETING DATE:              January 15, 2021      Monthly Activity Report:  EDA – Page 2 to 2                        Page 2.  Carried. | | |
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| **Stakeholder Engagement** | That the Regional Community Development Committee (RCDC) acknowledge that **no** **public** was in attendance for the Stakeholder Engagement agenda item from 10:30-11:00 a.m. at the **January 15, 2021** meeting.  Carried. |

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|  | **RCDC** |
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| **2020 Management System Reporting** | | |
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| 39-21: Perry Phillips | That the Regional Community Development Committee (RCDC) accept the **RCDC 2020 “Schedule B” 20 Years at a Glance** Strategic Priorities Report as presented. |
| Carried. | | |
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| 40-21: Perry Phillips | That the Regional Community Development Committee (RCDC) accept the **RCDC 2020 “Schedule C” Progress Action Report** as presented. |
| Carried. | | |

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| 41-21: Marianne Prockiw-Zarusky | That the Regional Community Development Committee (RCDC) accept the **RCDC 2020 “Schedule D” Report Card** as amended. |
| Carried. | | |
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| 42-21: Lorne Halisky | That the Regional Community Development Committee (RCDC) accept the **RCDC**  **2020 Priorities Work Plan (workbook)** as amended. |
| Carried. | | |
| **Marketing Decisions** | | |
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| 43-21: Hank Holowaychuk | That the Regional Community Development Committee (RCDC) approve expending $3500 for the 2021 Go East Guide, Online Directory, Adventure Road Trip (one station) and Event promotion.  Carried. |
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| 44-21: Lorne Halisky | That the Regional Community Development Committee (RCDC) approves that the Smoky Lake Region participate in the 2021 Boat and Sportsman Show Digital Marketplace only if there is no cost associated with the program.  Carried. |
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| 45-21: Hank Holowaychuk | That the Regional Community Development Committee (RCDC) accept the Community Economic Development Officer (CEDO) engage with the Smoky Lake and District Regional Chamber of Commerce and Community Futures to evaluate and make recommendations for a Digital Mainstreet initiative, and budget $500 for the initiative.  Carried. |
| Leo Chapdelaine, Mayor of Vilna, left the virtual meeting at 12:35 p.m. | |
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| **RCDC Workshop Planning Discussion** | | |
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| 46-21: Marianne Prockiw-Zarusky | That the Regional Community Development Committee (RCDC) schedule a virtual planning workshop for **March 3, 2021 at 9:00 a.m.** to discuss current Regional economic environment and 3 year rolling action plan, and direct the Community Economic Development Officer (CEDO) to prepare and distribute background meeting materials to RCDC by February 19, 2021.  Carried. |
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| 47-21: Hank Holowaychuk | That the Regional Community Development Committee (RCDC) pursue an Alberta Communities Program (ACP) grant to fund engagement with Unstoppable Conversations for RCDC training and workshop facilitation.  **MOTION** **DEFEATED** | |
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| 48-21: Lorne Halisky | That the Regional Community Development Committee (RCDC) include in the March 3, 2021 Workshop, a review and discussion of the Federal Carbon Tax and its impact on the RCDC Strategic Plan.  Carried. | |
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| 49-21: Perry Phillips | That the Regional Community Development Committee (RCDC) include in the March 3, 2021 Workshop, a review and discussion of the COVID19 pandemic and its impact on the RCDC Strategic Plan.  Carried. | |
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|  | 1. **PROGRAM FINANCIAL** |
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| **2020 Final Forecast and 2021 Draft Budget** | | |
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| 50-21: Hank Holowaychuk | That the Regional Community Development Committee (RCDC) go into Executive Session to discuss a Personnel Issue in regard to the Economic Development Assistant (EDA) Contract under the authority of the FOIP Act, Section 19: Personnel at 2:25 p.m.  Carried. |
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| 51-21: Dan Kotylak | That the Regional Community Development Committee (RCDC) go out of Executive Session at 3:00 p.m.  Carried. |
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| 52-21: Perry Phillips | That the Regional Community Development Committee (RCDC) not renew the Economic Development Assistant (EDA) Service Agreement Contract with Beth Kydd, which expired **December 31, 2020**; and that the Managing Partner, Smoky Lake County, terminate the Service Contract effective **January 28, 2021** and reimburse in the amount of $2000.00 (Two Thousand Dollars) by the end of February 2021 for the required notification as specified in the agreement.  Carried. |
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| 53-21: Lorne Halisky | That the Regional Community Development Committee (RCDC) defer further discussion of the 2021 Draft budget to the March 3, 2021 Workshop.  Carried. |
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| Ross Whitelaw, Councillor Town of Smoky Lake, left the virtual meeting at 3:00 p.m. | |
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|  | 1. **OTHER BUSINESS** |
| **Roundtable: Regional Updates** | | |
|  | **Town of Smoky Lake**   * Reminder to everyone there were some positive happenings in 2021 * Town is holding its own and will see how things are in July * Welcome to new owner Smoky Lake Denture Clinic Chad Hiab from Vegreville * Town lost a new business, Diamond S Day Spa due to COVID19 * Thank you to Town CAO for developing joint ACP grant applications with Buffalo Lake Metis Settlement and Kikino Settlement. Buffalo Lake application was submitted, Kikino’s did not make the deadline. * Jomax rigs are back working in Region * Savannah rigs have left the Region * New owner of CIBC * Thank you to Marianne Prockiw-Zarusky for the teamwork on Elevate Wellness project * Smoky Lake Inn has done significant upgrades to their facility * Tipsy Cow has been closed for nearly 2 weeks due to COVID restrictions * Shell is completely closed * Solar Project on Museum grounds is kicked off * Internationally recognized artist Dawn-Marie Marchand has relocated temporarily to St. Paul due to lack of large studio space in Smoky Lake. Dawn-Marie was a big resource in creating the Art Walk and promoting the Region. * Carbon Tax impacts – businesses are paying 30% of their utility bills to Carbon Tax * Oil and Gas appears to be poised for some improvement in 2021 * Caltex pilot project is a win for Region * Government of Alberta has rescinded the Eastern Slopes coal policy without public consultation * New roof being installed at Health Care Centre (hospital) * Very proud of the work done by Town Public Works in keeping sidewalks and roadways clear * Social reach of our local businesses like Serben Farms cannot be underestimated. |
|  | **Village of Vilna**   * No report |
|  | **Smoky Lake County**   * Perry Phillips Public member – not much to report, keeping pretty quiet * Nuisance ground at Waskatenau to be completed spring 2021 * Land Use bylaw updates will include tiny homes and RV parks * Theft remains a concern and meetings continue with RCMP * Iron Horse trail is very busy and peace officer and RCMP are spending more time there patrolling/investigating * Ice fishing in Region is seeing 10-20-fold increase * Drilling/Reclamation of Oil and Gas wells continues in Region * Smoky Lake County council chambers fitted with plexiglass, thanks to CAO and Administration for their continued work on protecting everyone * Canadian Heritage Rivers System Designation continues, led by Planning and Development. Kyle Schole will forward to RCDC members a link to the video of designation presentation to Fort Saskatchewan City Council. * Trail Twisters are completing the eastern loop of their snowmobile trail. * Graders are scarifying roads due to ice buildup, team is replacing and repairing signs, and fallen tree removal continues. * Dark Skies designation for the Region continues to be pursued. |
|  | **Social Services**   * Alberta Healthy Initiatives is creating a tailored set of ideas, graphics and direction for our Region. |
|  | **Metis Crossing**   * No report |
|  | **Public Members**   * Nothing to report |
| 54-21: Hank Holowaychuk | That the Regional Community Development Committee (RCDC) accept the Regional Roundtable Report as presented, by each respective municipality.  Carried. |
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|  | **NEXT MEETING** |
| 55-21: Perry Phillips | That the next Regional Community Development Committee (RCDC) Meeting will be held as a virtually March 3, 2021 at 9 a.m.  Carried. |
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|  | **ADJOURNMENT** |
|  | That the Regional Community Development Committee (RCDC) Meeting adjourned **3:20 p.m.**  Carried. |

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CHAIRPERSON