

SMOKY LAKE COUNTY

Minutes of the **County Council Budget Meeting** held on Friday, **November 16, 2012** at 10:55 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>Friday, November 16, 2012</u>		
<u>Div. No.</u>	<u>Councilors(s)</u>	
1	Dareld Cholak	Present
2	Ron Bobocel	Present
3	Rick Cherniwchan	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

Member of the Administrative Staff in attendance:

Doug Ponich – Public Works Manager	Present
Bob Novosiwsky - Public Works Foreman	Absent
Dave Kully – Public Works Shop Foreman	Present
Ed English – Peace Officer/Rec. Manager	Present
Aline Brousseau, Planning & Dev. Manager	11:20 a.m.
Kurt Holdis – Agricultural Fieldman	Present
Scott Franchuk – Fire Chief	Present
Dave Franchuk – Env. Operations Manager	11:30 a.m.
John Malysh – Natural Gas Manager	Present
Trevor Tychkowsky – Safety Officer	Absent
Arlene Shwetz – Comm. Services Coordinator	Present
Rose Lyle – Tax/Accounting Clerk	Present
Carol Dowhaniuk – Road Projects Clerk	Present

Agenda:

Agenda

122-12: Cherniwchan

That the Agenda for Friday, November 16, 2012 County Council Budget Meeting, be adopted, as amended:

Addition(s):

1. Meeting with the Minister: December 5, 2012.
2. Joint Municipalities Meeting.
3. TransCanada – Correspondence.
4. Natural Gas: Capital Item.
5. Discussion: Millrate.

Carried Unanimously.

3. Minutes:

No Minutes.

4. Request for Decision:

Policy Statement No. 03-25-06: Sale of Gravel or Sand

123-12: Bobocel

That **Policy No. 03-25-06** entitled **Sale of Gravel or Sand**, be amended:

Purpose:	To provide a guideline for the sale Gravel or Sand Material.
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Policy Statement and Guidelines:		
The County will sell on an annual basis the equivalent of a maximum 115 tonnes total per resident household of Gravel and/or Sand material to be used within the Smoky Lake County boundaries.		
1. At the current commodity price of royalty, crushing cost, reclamation, loading, and hauling:		
GRAVEL		
Per Tonne	Ratepayers	Others
Royalty	\$ 4.00	\$ 5.00
Crushing Cost	\$ 8.00	\$ 8.00
Reclamation	\$ 2.00	\$ 2.00
Loading	\$ 0.00	\$ 1.00
Hauling	\$ 10.50 or \$ 7.50	
TOTAL	Tandem: \$24.50 Belly Dump: \$21.50	\$ 16.00
SAND		
Per Tonne	Ratepayers	Others
Royalty	\$ 2.00	\$ 3.00
Reclamation	\$ 2.00	\$ 2.00
Loading	\$ 0.00	\$ 1.00
Hauling	\$ 10.50 or \$ 7.50	
TOTAL	Tandem: \$14.50 Belly Dump: \$11.50	\$ 6.00
2. The County will haul the material at the current uniform price.		
3. The County may sell twice the annual basis material to a resident household for a special project at the discretionary decision of the Public Works Manager. However, any amounts above the 115 tonnes shall be at a rate of 30% higher than the current price charged for the first 115 tonnes.		
4. Larger quantities of material purchases by others within the Smoky Lake County boundaries may require the decision of the Chief Administrative Officer or Council. However, any amounts above the 115 tonnes shall be at a rate of 30% higher than the current price charged for the first 115 tonnes.		
5. County projects requiring Gravel and Sand Hauling are first priority.		

Carried.

Policy Statement No. 03-39-08: Dust Control

124-12: Cherniwchan That **Policy Statement No. 03-39-08** entitled " Dust Control" be amended:

Purpose:	To specify guidelines for the provision of dust control suppression applications to areas of municipal roadways adjacent to residences.
Policy Statement and Guidelines:	
1. STATEMENT:	
1.1 County recognizes that dust from gravel roads may create health, safety or general nuisance concerns for residents and therefore, provides a dust suppression program to mitigate the impact of dust in front of residences.	
1.2 The County will implement the use of products for dust suppression which are environmentally safe and cost effective.	
1.3 The County reserves the right to maintain or rework the application as required for safety and rideability.	
1.4 The dust control suppression program usually commences in late spring and can continue through the summer months.	
1.5 The County does not guarantee, in any way, the effectiveness of the dust control treatment agent or application for the purpose intended. Once the suppressant has been applied no refunds will be made.	

2. DEFINITIONS:

- 2.1 **Blade Mix Oil:** Mineral substance agent mixed with gravel to be on road surface for dust suppression.
- 2.2 **Calcium Chloride:** A treatment agent for road surface that can be applied for dust suppression.
- 2.3 **Dust Control:** Measures to suppress dust on roads in front of residences.
- 2.4 **Exceptional Roads:** Active and high usage arterial and feeder gravel roads.
- 2.5 **Haul Roads:** Designated roads used regularly for hauling purposes.

3. RURAL RESIDENCES:

- 3.1 The County will arrange for dust control on roads in front of a residence with a fee for **Blade Mix Oil** of 1 ½ inch thickness for **\$1,000.00** or 2 ½ inch thickness for **\$2,500.00** and a fee for **Calcium Chloride** of **\$750.00** with two applications of treatment and application.

BLADE MIX OIL				CALCIUM CHLORIDE		
County Cost		1 ½"	2 ½ "	County Cost	1 st Application	2 nd Application
Gravel ¹	72 Tonne of ¾ " at \$19.50 128 Tonne of ¾ " at \$19.50	\$1,404.00	\$2,496.00	32 Tonne of 1 " at \$19.00	\$ 608.00	\$ 0.00
Total	Material	\$1,404.00	\$2,496.00	Material	\$ 608.00	\$ 0.00
Equipment ²	Tandem Oil Truck: 1.5 hours at \$107.00 2.5 hours at \$107.00 Graders: Grader 1: 1.5 hours at \$182.00 3 hours at \$182.00 Grader 2: 1 hour at \$182.00 2 hours at \$182.00 Double Drum Packer: 1.5 hours at \$120.00	\$ 160.50 \$ 273.00 \$ 182.00 \$ 180.00	\$ 267.50 \$ 546.00 \$ 364.00 \$ 180.00	Water Truck: 2 hours at \$107.00 1 hour at \$107.00 Grader: 2.5 hours at \$182.00 1 hour at \$182.00 Smooth Drum Packer: 1.5 hours at \$106.00	\$ 214.00 \$ 455.00 \$ 159.00	\$ 107.00 \$ 182.00 \$ 289.00
Total	Equipment	\$ 795.50	\$ 1,357.50	Equipment	\$ 828.00	\$ 289.00
Labour ³	Oil Truck Operator 1.5 hours at \$ 33.52 2.5 hours at \$ 33.52 Grader Operator 1: 1.5 hours at \$35.81 3 hours at \$35.81 Grader Operator 2: 1 hour at \$33.52 2 hours at \$33.52 Double Drum Packer Operator: 1.5 hours at \$26.69	\$ 50.28 \$ 53.72 \$ 33.52 \$ 40.04	\$ 83.80 \$ 107.43 \$ 67.04 \$ 40.04	Water Truck Operator 2 hours at \$ 33.52 1 hour at \$ 33.52 Grader Operator 1: 2.5 hours at \$35.81 1 hour at \$35.81 Smooth Drum Packer Operator: 1.5 hours at \$26.69	\$ 67.04 \$ 89.53 \$ 33.36	\$ 33.52 \$ 35.81 \$ 69.33
Total	Labour	\$ 177.56	\$ 298.31	Labour	\$ 189.93	\$ 69.33
	Sub-Total	\$ 2,377.06	\$ 4,151.81	Sub-Total	\$ 1,625.93	\$ 358.33
Oil ⁴	4316 Litres at \$0.60 7228 Litres at \$0.60	\$ 2,589.60	\$ 4,336.80	2340 Litres at \$0.20 2000 Litres at \$0.20	\$ 468.00	\$ 400.00
Project	Oil Dust Control Project: 500 ft application	3 hours	3 hours	Calcium Dust Control Project: 500 ft application	2.5 hours	1 hour
Total	PROJECT COST	\$ 4,966.66	\$ 8,488.61	PROJECT COST	\$ 2,093.93	\$ 758.33
Total	Residence: Fee	\$ 1,000.00	\$2,500.00	Residence: Fee	\$ 750.00	\$ 0.00

¹ Gravel: Cost includes the cost of crushing & dewatering plus the average of the cost of trucking and labour to each division.
² Equipment: Cost includes the estimated cost of amortization, insurance, maintenance, and fuel.
³ Labour: Includes the employee hourly salary plus 20% for payroll costs and benefits.
⁴ Oil/Calcium: Costs are the estimated purchase cost.
 Overhead: Has not been allocated. Overhead is the cost that the county would incur even if the project did not take place.
 Direct Costs: Are the costs that can be cost effectively allocated to the project (gravel, equipment, labour, and oil/calcium).
 Indirect Costs: Cannot be cost effectively allocated to the project, but are impacted by the project (small supplies, supervisor costs, etc.)

3.2 Request for dust control along with payment should be received by the County on or before April 1st of each year. Minimum of two advertisements: one in the Month of February and one in the Month of March of the current year.

- 3.3 The resident will have their choice of calcium chloride or blade mix oil as dust control suppressant.
- 3.4 Calcium Chloride Dust Control suppressant shall consist of two (2) applications. The initial application shall take place in late Spring. Upon inspection during the Month of September, a decision will be made on whether to proceed with the second application at the time or wait until the following Spring season. Conditions of the Dust Control shall dictate the decision made.
- 3.5 Payment must be made in advance when the request for dust treatment is submitted. Requests are to be submitted to the Public Works Department by completing **Schedule "A": Application for Dust Control Suppression.**
- 3.6 The length for the dust control provided under this policy will be minimum of 150 meters (500 feet), and any additional length of dust treatment will be a full cost to the applicant.
- 3.7 The County will be responsible for erecting proper signage, when necessary.
- 3.8 Residents of neighboring municipalities who reside adjacent to a road under the jurisdiction of Smoky Lake County may apply for dust control suppression under this policy, but will require prior approval of Council before installation proceeds.
- 3.9 The County reserves the right to rework or remove dust control applications at its own discretion. Normally, dust control applications are good for one dust control season.

4. HAMLETS AND MULTI-LOT COUNTRY RESIDENTIAL:

- 4.1 The County hamlets and multi-lot Country residential subdivisions dust control will only be applied to whole street lengths or cul-de-sac streets, on provision that application is made on behalf of all adjacent residences, and the amount paid shall be the standard fee for each resident.

5. WARRANTY

- 5.1 The County does not guarantee or warrant any life expectancy of the dust control **Calcium Chloride or Blade Mix Oil** suppressant applications.
- 5.1.1 The treated roadway can be reverted back to gravel when it is deemed necessary by the County, which would allow for grading of the road to eliminate pot holes, and that will not obligate the County to re-apply Blade Mix Oil or Calcium Chloride to the road.

6. PRIVATE RESIDENTIAL DRIVEWAYS

- 6.1 The County shall apply dust control at their own cost provided there is funding in the budget to the following areas:
- 6.1.1 County designated gravel haul routes.
- 6.1.2 County exceptional roads that have a permanent, active, high volume of traffic, as per ***Policy Reference – Policy 03-15: Road Policy.***
- 6.1.3 Any other location deemed necessary by County Council by Council resolution.
- 6.2 In areas where occasional or intermittent gravel hauls may cause dust problems, the Public Works Manager shall arrange for a water truck to provide temporary dust suppression as deemed appropriate.
- 6.3 This policy is not applicable where oiling or other dust suppressant is required as a condition of a subdivision development agreement.
- 6.4 In the case where municipal roadways are being used to haul commodities such as logs, sand and gravel, etc. the trucking firm or contractor shall be responsible for providing dust control for the duration of the haul as per ***Policy Reference – Policy 03-14: Haul Road Agreement.***

Schedule "A"
APPLICATION FOR DUST CONTROL SUPPRESSION

THIS AGREEMENT made this _____ day of _____, A.D., 20__.

BETWEEN:

SMOKY LAKE COUNTY
(hereinafter called "the Municipality")

OF THE FIRST PART

Name

Mailing Address Phone Numbers: Residence Work Cellular
(hereinafter called "the Landowner")

OF THE SECOND PART

Legal Land Description: _____ **W4**
Quarter Section Township Range

Legal Address: _____ **Sub-division Name:** _____

WHEREAS the Landowner hereby make application for a Dust Control Agent of the following:

- Blade Mix Oil Dust Control Suppressant
 - \$1,000.00 \$ 2,500.00
- Calcium Chloride Dust Control Suppressant
- Length: 150 meters (500 feet) Additional Length: _____

to be applied by the Smoky Lake County Public Works Department to the municipal roadway adjacent to the landowner residence as indicated above and as described on the plan herein.

The Applicant hereby agrees to the following terms and conditions:

1. Dust Control Suppressant to be applied to the identified road upon completion of the application for by the applicant and pre-payment of the calculated fee. Scheduling of the work shall be subject to regular dust control treatment program priorities and in combination with other requests due to cost effectiveness.
2. The applicant shall pay full cost of additional length over the 150 meters (500 feet) in its entirety.
3. **Smoky Lake County** does not warrant the effectiveness of the dust control agent. Once the agent has been applied, no refunds of the application fee will be made.
 - 3.1 The County does not guarantee or warrant any life expectancy of the dust control **Blade Mix Oil or Calcium Chloride** treatment application.
 - 3.1.1 The treated roadway can be reverted back to gravel when it is deemed necessary by the County, which would allow for grading of the road to eliminate pot holes, and that will not obligate the County to re-apply blade mix oil or calcium chloride to the road.
4. The dust control treatment program usually commences in late spring and can continue through the summer months.
5. **The "Landowner"**, covenant and agree with the said municipality, for myself, my heir, executors, administrators and assigns that I shall not have any claim for loss or damage caused by reason of the performance work of the said application of dust control suppression program adjacent to my property, whether such loss or damage is the result of the negligence of any servant, agent, or employee of the said municipality, or otherwise.

6. Please show exact location of dust control placement:

7. Calculation of Total Fee:

BLADE MIX OIL				CALCIUM CHLORIDE		
County Cost		1 ½"	2 ½"	County Cost	1 st Application	2 nd Application
Total	PROJECT COST	\$ 4,966.66	\$ 8,488.61	PROJECT COST	\$ 2,093.93	\$ 758.33
Total	Residence: Fee	\$ 1,000.00	\$2,500.00	Residence: Fee	\$ 750.00	\$ 0.00

Cost of first 150 meters (500 feet) = _____
 Add: Additional length = _____
Total Fee Required = \$ _____

8. Applicants who wish to be considered for the dust control treatment program must apply each year no later than April 1.

IN WITNESS WHEREOF has hereunto acknowledge and accept the terms and conditions on the day and year first above written.

SIGNED _____) **SMOKY LAKE COUNTY**
 _____)
Applicant _____) **Per:** _____

Carried.

Associated Engineering Alberta Ltd.:
2012 Bridge Construction: BF 07479 and BF 8744
Tender 20073421-F
Tender Results

Summary of Bids:

<u>Bidder</u>	<u>Bid</u>
Gross Ventures Ltd.	\$ 1,887,468.00
Formula Contractors Ltd.	\$ 2,117,057.00
Carmacks	\$ 1,856,336.00
Horseshoe Hill Construction Inc.	\$ 2,272,663.75
Alberco	\$ 2,349,297.00

125-12: Danyluk

That Smoky Lake County award the tender 20073421-F to contractor **Carmacks** for the 2012 Bridge Construction - Bridge File #07479: Waskatenau Creek – SE 28-59-19-W4 – Local Road Twp 594 West of RR 193 and Bridge File #8744: White Earth Creek – SE 25-60-18-W4 – Local Road Twp 604 West of RR 180 for Bridge Replacement, roadwork and other work in the amount of **\$1,856,336.00 excluding GST**; as per Associated Engineering recommendations received on October 24, 2012.

Carried.

8. Executive Session:

Offer to Purchase
 126-12: Bobocel

That County Council go into Executive Session to discuss a Land Issue: Offer to Purchase of property located on 4514 – 55th Avenue, Smoky Lake, Alberta, time 11:47 a.m.

Carried.

127-12: Cherniwchan

That County Council go out of Executive Session, time 11:57 a.m.

Carried.

- 128-12: Cherniwchan That Smoky Lake County write a letter to the Town of Smoky Lake indicating the County's position of the net purchase price for the property: Lot 8, Block 7, Plan 852 1480) located on 4514 – 55th Avenue in Smoky Lake, Alberta; and if Town Council is in agreement then send a letter to Doctor Johnson Fatokun of the Counter-Offer purchase price agreed between Smoky Lake County and the Town of Smoky Lake.

Carried.

Meeting Recessed

Meeting recessed for Lunch, time 12:00 p.m.

Meeting Reconvene

The meeting reconvened on a call to order by Reeve Dareld Cholak at 12:34 p.m. in the presence of all Council members, and the Chief Administrative Officer, Assistant Chief Administrative Officer/Recording Secretary; Finance Manager; and Administrative Management.

One member of the public in attendance.

Addition(s) to the Agenda:

Meeting with the Minister

- 129-12: Cherniwchan That the Smoky Lake County Government Liaison Committee representatives attend the meeting scheduled with the Minister of Energy on December 5, 2012 at 3:00 p.m. to 3:45 p.m. at the Legislature Building, Edmonton, Alberta.

Carried.

Government Liaison: Events

- 130-12: Danyluk That the Smoky Lake County Government Liaison Committee representatives attend Government Liaison Events that are acceptable under the rules and regulations of the Alberta Local Authorities Election Act.

Carried.

Joint Municipalities Meeting

- 131-12: Cherniwchan That Smoky Lake County re-schedule the Joint Municipalities Meeting from Monday, **December 3, 2012** to Tuesday, **December 4, 2012** at 6:00 p.m. to be hosted by the Village of Vilna.

Carried.

International Union of Operating Engineers – Local 955

- 132-12: Orichowski That Smoky Lake County schedule a meeting on December 11, 2012 at 9:00 a.m. to commence bargaining negotiations on the Collective Agreement with the International Union of Operating Engineers – Local 955.

Carried.

Village of Waskatenau: Meeting

133-12: Orichowski That Smoky Lake County schedule a Meeting with the **Village of Waskatenau** for Tuesday, **December 4, 2012** at 4:00 p.m. to discuss Annexation.

Carried.

TransCanada

134-12: Danyluk That Smoky Lake County Administration review the correspondence received from TransCanada on November 14, 2012 from Paul E. Miller, Grand Rapids Pipeline GP Ltd., in regards to the Proposed Grand Rapids Pipeline Project; and bring report to the next County Council Meeting.

Carried.

Natural Gas Department: Capital Item

135-12: Bobocel That Smoky Lake County approve the addition to the 2013 Capital Assets/Project Budget for the Natural Gas Department Capital Item Equipment: Trencher not to exceed the amount of \$210,000.00 as follows:

- Reserve Transfer: \$120,000.00
- Sale of Asset (Old Trencher): \$35,000.00
- Operation Budget: \$55,000.00

and defer the 2013 Capital Item Equipment: Truck at the value of \$55,000.00 to the 2014 Capital Assets / Project Budget.

Carried.

5. Issue For Information:**Financial Indicators Graphs: Year-ended December 31, 2011****Review:**

Council reviewed sections of the Financial Indicators Graphs: Year-Ended December 31, 2011 as prepared by Financial Advisory Services, Local Government Services Division of Alberta Municipal Affairs.

The Financial Indicators Graphs sections:

- Equalized Tax Rates: Net Municipal.
- Equalized Tax Rates: Residential.
- Equalized Tax Rates: Non-Residential.
- Total Equalized Assessment Per Km of Roads.
- Non-Residential Assessment as % of Total Equalized Assessment.
- Tax Collection Rates.
- Percent of Debt Limit Used.
- Percent of Debt Service Limit Used.
- Long Term Municipal Debt Per Capita.
- Revenue Sources Per Capita: Net Municipal Property Taxes.
- Revenue Sources Per Capita: Total Grants.
- Revenue Sources Per Capita: Sales and User Charges.
- Provincial and Federal Operating Grants Per Capita.
- Major Revenue Sources As % of Total Revenue, 2011.
- Major Expenditures Per Capita by Board Function, 2011.
- Major Expenditures Per Capita by Type: Salaries, Wages and Benefits.

- Major Expenditures Per Capita by Type: Contracted and General Services.
- Major Expenditures Per Capita by Type: Materials, Goods, Supplies and Utilities.
- Major Expenditures Per Capita by Type: Interest and Banking.
- Major Expenditures Per Capita by Type: Amortization of Tangible Capital Assets.
- Net Book Value as % of Total Capital Property Costs.
- Accumulated Surplus Categories as % of Total, 2011.
- Accumulated Surplus Per Capita, 2011.
- Ratio of Current Assets to Liabilities.
- **Total Equalized Assessment (in Millions).**
- **Group Population.**
- **Equalized Assessment Per KM of Roads.**

136-12: Bobocel

That County Council receive the Financial Indicators Graphs: Year-Ended December 31, 2011 as prepared by Financial Advisory Services, Local Government Services Division of Alberta Municipal Affairs, to be filed for information.

Carried.

Three-Year Road Plan

137-12: Cholak

That County Council reduce the allotted budgetary funding in the amount of 1.9 Million to a budgetary funding not to exceed the amount of **1.6 Million** to the Three-Year Road Plan for Year 2013 Road Projects: Paving, Oil Treatment, Base Stabilization and Rehabilitation.

Carried.

Addition(s) to the Agenda:

Discussion: Millrate

138-12: Danyluk

That Smoky Lake County Administration bring information on the Millrate: Splitting Residential to the next County Council Budget Meeting.

MOTION DEFEATED.

5. Issue For Information:

2013 Total Function Budget

139-12: Bobocel

That County Council defer discussion on the 2013 Total Function Budget for Smoky Lake County to the next County Council Budget Meeting.

Carried.

6. Correspondence:

No Correspondence.

Next Meeting:

County Budget Meeting

140-12: Cherniwchan That the next **County Council Budget Meeting** be scheduled for Thursday, **December 20, 2012** at 10:00 a.m. to be held in the County Council Chambers.

Carried.

ADJOURNMENT:

141-12: Cholak That this meeting be adjourned, time 2:45 p.m.

Carried.

REEVE

S E A L

CHIEF ADMINISTRATIVE OFFICER