

SMOKY LAKE COUNTY

Minutes of the **County Council Budget Meeting** held on Thursday, **November 21, 2013** at 10:05 A.M. in the County Council Chambers.

The meeting was called to Order by the Reeve, Mr. Cary Smigerowsky, in the presence of the following persons:

<u>A T T E N D A N C E</u>		
<u>Div. No.</u>	<u>Councilors</u>	<u>Thursday, November 21, 2013</u>
1	Dareld Cholak	Present
2	Ron Bobocel	Present
3	Craig Lukinuk	Present
4	Cary Smigerowsky	Present
5	Randy Orichowski	Present
C.A.O.	Cory Ollikka	Present
Asst C.A.O.	Lydia Cielin	Present
Finance Manager	Brenda Adamson	Present

Members of the Administrative Staff in Attendance:

Doug Ponich – Public Works Manager	Present
Bob Novosiwsky - Public Works Foreman	Present
Dave Kully – Public Works Shop Foreman	Present
Aline Brousseau, Planning & Dev. Manager	Present
Kurt Holdis – Agricultural Fieldman	Present
Scott Franchuk – Fire Chief	Present
Dave Franchuk – Env. Operations Manager	Present
John Malysh – Natural Gas Manager	Present
Trevor Tychkowsky – Safety Officer	Present
Rose Lyle – Tax/Accounting Clerk (Recording Sec.)	Present

2. Agenda:

Agenda
53-13: Cholak

That the Agenda for Thursday, November 21, 2013, County Council Budget Meeting, be adopted, as amended:

Addition(s):

1. “Movember” – Jeremy Smith
2. Policy Statement No.: 01-21-03: Long Service and Retirement

Carried Unanimously.

3. Minutes:

No Minutes.

4. Issues For Decision:

2014 Strategic Action Plan

Chief Administrative Officer, Cory Ollikka explained that the Strategic Action Plan establishes the manner and means in which the County addresses priorities and that this is the first time that the Strategic Plan will be directly linked to the Budget.

Finance Manager, Brenda Adamson highlighted the new proposals added to the Action Plan for 2014, which will be reflected in the 2014 Budget, (highlighted in yellow):


Discussion took place regarding the following:

- Councillor Reports added to next policy meeting agenda.
- Marketing of the county resources and land.
- Structure and governance of RCDC with respect to economic and community development issues, and tourism.

- Internet and cell phone coverage in the County, including emergency applications.
- Email address compilation for resident communication.

54-13: Cholak

That County Council adopt the Year **2014 Strategic Action Plan**; as per Policy Statement 01-38-01: "Smoky Lake County Strategic Plan: 2012 - 2014" – Schedule "B" for Smoky Lake County":

 <div style="text-align: center;"> SCHEDULE "C" STRATEGIC PLAN 2012-2014 2014 Strategic ACTION PLAN </div>					
Date of Meeting: November 21, 2013					
1. GOVERNANCE					
Initiative/Project		Scheduled Completion Date	Details	Lead Role	
1.1 MUNICIPAL SERVICE DELIVERY					
a.	C	Explore Grant Funding Opportunities.	Ongoing 2014	<ul style="list-style-type: none"> ▪ Finance looks for new funding opportunities. ▪ Assists departments with new applications. ▪ Ensures that ongoing municipal grants are applied for and reported as required. 	Council Department Heads Finance
b.	C	Ensure that staffing levels are appropriate to meet the expected levels of service.	Ongoing 2014		Council CAO
c.	C	Maximize the utilization of staff and equipment.	Ongoing 2014		Department Heads
d.	C	Maintain equal service fee provisions within the County's service fee policies.	Ongoing 2014	<ul style="list-style-type: none"> ▪ Review fees Policy. 	Senior Administration
e.	C	Develop and maintain action lists to distribute to managers after each Council Meeting.	Ongoing 2014	<ul style="list-style-type: none"> ▪ Complete and distributed two days after each meeting. ▪ No more than three days following each meeting. 	Senior Administration
f.	C	Department heads will provide monthly reports to Council.	2014 Monthly	<ul style="list-style-type: none"> ▪ Submit a week before agenda package deadline. 	Department Heads
g.	C	Hold weekly management meetings to review ongoing projects and the utilization of manpower and equipment.	2014 Weekly	<ul style="list-style-type: none"> ▪ Weekly managers meeting ▪ Notes to Council and staff are emailed and filed. 	Senior Administration CAO
h.	N	Develop and implement an annual service delivery survey.	2014	<ul style="list-style-type: none"> ▪ The survey has been put on hold until after the Municipal Election. 	Communications
i.	N	Utilize cross-training throughout the organization to improve employee efficiency.	Ongoing 2014	<ul style="list-style-type: none"> ▪ Includes updates in monthly departmental reports. 	Department Heads
j.	N	Hold departmental operations meeting every 2 months.	Ongoing 2014		Council Department Heads
k.	N	Refer development applications for comments within the organization.	Ongoing 2014		Planning & Development
1.2 HUMAN RESOURCES					
a.	C	Review employee workloads annually to ensure that workloads are balanced.	Annually: 2014		CAO Department Heads
b.	C	Regularly review OH&S (Occupational Health and Safety) Policies.	Annually 2014	<ul style="list-style-type: none"> ▪ Verify online for updates from the Provincial OH&S Manual. Subsequently, changes are updated into the County's Safety Manual. ▪ Perform yearly audits with PIR (Partners in Reduction) Program. Every 3rd year is an external (2015). ▪ Perform or coordinate training for al County Staff / Fire and external agencies. ▪ Coordinate with the Safety Committee for performing monthly meetings. ▪ Responsible for overseeing the annual safety meetings. 	Safety Officer

c.	N	Develop policies and procedures for hiring.	4 th Quarter 2013, 2014 Implement	<ul style="list-style-type: none"> Policy is being drafted. 	CAO
d.	N	Improve new employee orientation programs and processes.	2014		CAO
e.	N	Provide apprenticeship opportunities for employees.	2014 Develop strategy	<ul style="list-style-type: none"> Policy is being drafted. 	Department Heads
f.	N	Investigate that programs are in place for stress management and ensure that employees are made aware of available programs and services.	2014	<ul style="list-style-type: none"> Investigate programs will begin first quarter 2013. Options will be presented (and costs) to be included in 2014 budget. 	Finance
1.3		COMMUNICATIONS, MARKETING & PARTNERSHIPS			
a.	C	Cooperate with regional partners and explore opportunities for regional services.	Quarterly, Joint Municipalities Meetings	<ul style="list-style-type: none"> Bring forward as required (e.g. Fires) Continue to send representatives to Joint Municipalities Meeting. 	Council Senior Administration
b.	C	Continue regional partnership such as JEDI (Joint Economic Development Initiatives), Regional Water Commission, and ASB Environmental Stream Partnership.	Ongoing 2014	<ul style="list-style-type: none"> New "Regional Community Development Committee (RCDC). Attend meetings as required. Monitor bylaws and agreements to ensure they are current. 	Council Senior Administration
c.	C	Utilize innovative communication tools to improve name recognition, the distribution of information and opportunities for communicating with residents.	Ongoing 2014	<ul style="list-style-type: none"> Continue to use Press Release, Facebook, Twitter, and Grapevine as a regular means of public communications. 	Communications
d.	N	Improve the County's capacity for developing and implementing a communication strategy by hiring a communication coordinator.	Ongoing 2014	<ul style="list-style-type: none"> Restructured positions to better meet the GIS / Communications needs of Smoky Lake County. 	Council Senior Administration
e.	N	Develop a communications plan	2014	<ul style="list-style-type: none"> Implementation. 	Communications Senior Administration
1.4		LAND MANAGEMENT			
Desired Outcome #1					
a.	C	Establish a balance of commercial, industrial, residential and recreational land uses in the County.	2012 Ongoing	<ul style="list-style-type: none"> Complete LUB/MDP Review 2012. 	Planning & Development
b.	C	Focus growth around current or planned infrastructure.	Ongoing 2014	<ul style="list-style-type: none"> Ongoing department referrals. 	Planning & Development
c.	C	Explore government grants available for planning related initiatives.	Ongoing 2014	<ul style="list-style-type: none"> Conduct review for new grants each year. 	Planning & Development
d.	C	Review the County's MDP (Municipal Development Plan) and LUB (Land Use Bylaw).	2014 Amendments	<ul style="list-style-type: none"> Amendments will be addressed as necessary. 	Council Planning & Development
e.	C	Review the needs of ASPs (Area Structure Plans) within the County.	Annual 2014	<ul style="list-style-type: none"> Review each year a budget preparation and deliberations. 2014 budget includes \$45,000 for ASPs. 	Council Planning & Development
f.	N	Explore opportunities for developing IDPs (Inter-municipal Development Plans) with neighbouring municipalities.	2014		Planning & Development
g.	N	Create a Planning and Development Handbook to aid with developing lands in the County.	2013 – Develop 2014 – Review	<ul style="list-style-type: none"> Research other handbooks / brochures of municipalities across Alberta / Canada in 2013, Safety Codes Council and other related agencies to provide most up to date information. Prepare handbook and review to ensure practices are current. 	Planning & Development
h.	N	Explore opportunities to expand access to GIS (Geographic Information System) Webmap and make available to the public via the County's website.	2013 Complete	<ul style="list-style-type: none"> WebMap is available on smokylakecounty.ab.ca 	Planning & Development

i.	C	Assess and identify heritage resources and opportunities for compatible future development adjacent to recognized heritage assets within the County by preparing an ASP (Area Structure Plan) for the Victoria Trail area.	2014	<ul style="list-style-type: none"> Work with MPS to ensure project is kept on track with the anticipated adoption date of 2014. 	Council Planning & Development
Desired Outcome # 2					
a.	C	Monitor number of applications for development, subdivision, land use bylaw amendments, statutory plan amendments and variances in the County.	Ongoing 2014		Planning & Development
b.	C	Track planning related applications digitally.	Ongoing 2014	<ul style="list-style-type: none"> Upload information into GIS quarterly. Applications are being scanned and saved electronically for ease of reference 	Planning & Development
c.	C	Bring forward amendments to statutory and non-statutory plans for Council's consideration as new applications are received.	Ongoing 2014	<ul style="list-style-type: none"> Prepare amendments as applications are received by Council review and consideration. 	Planning & Development
1.5	FINANCIAL RESOURCES				
a.	C	Review fees and mill rates on a regular basis to ensure that the County's fees and rates are competitive with other rural Alberta municipalities.	Annually 2014	<ul style="list-style-type: none"> Finance will look at the mill rate and provide comparisons annually. Finance and department managers will evaluate user fees and provide comparison information and recommendations regarding changes to the rates as required. 	Finance
b.	C	Maximize sources of revenue (taxes, grants, service fees).	Annually 2014	<ul style="list-style-type: none"> As an ongoing part of the budget process, finance will provide management and Council recommendations as to how revenues can be maximized. 	Finance
c.	C	Monthly reports of actual costs vs. budgeted costs are prepared for Council to help identify fluctuations.	Monthly 2014		Finance
d.	N	Implement and regularly review a 15 year capital and infrastructure plan as well as a 3 year financial plan in order to help structure budget decisions and ensure that the County incurs minimal debt.	2014	<ul style="list-style-type: none"> A 15 year capital plan for equipment and vehicles is complete. In 2014 infrastructure will be added to the plan. 	Council Senior Administration Finance
e.	N	Improve communication with ratepayers regarding meeting dates and budget highlights.	Ongoing 2014	<ul style="list-style-type: none"> Finance will produce a budget highlights brochure annually. 	Council Finance Communications

2. SOCIAL SERVICES, ARTS & CULTURE

Initiative/Project	Scheduled Completion Date	Details	Lead Role	
2.1	FAMILY AND COMMUNITY SERVICES			
Desired Outcome # 1				
a.	C	Continue working collaboratively with regional partners on the doctor retention and recruitment committee.	Ongoing 2014	Council
b.	C	Support and value the Family School Liaison Committee (FSLC) through the provision of grant contributions to Family and Community Support Services (FCSS).	Ongoing 2014	<ul style="list-style-type: none"> Talk about outcomes and measures. Council
c.	C	Collaborate with community groups, organizations and the provincial government to improve community social service opportunities within the region.	Ongoing 2014	Council FCSS

d.	N	Recognize and celebrate community volunteers and volunteer organizations.	Ongoing 2014	<ul style="list-style-type: none"> Annual Donations included in budget. Provide funding as per FCSS Granting Policy. 	Senior Administration
e.	N	Develop policies for allocation of grant funding, administrative support and advertising opportunities for community groups.	2013 Complete	<ul style="list-style-type: none"> Policy 08-17-01: Family and Community Support Services (FCSS) Grant guides the funding of groups. 	Council Senior Administration Finance
f.	N	Encourage County youth to be civic minded, contributing members of the community by providing opportunities for youth within the County to learn about governance and municipal administration.	Ongoing 2014	<ul style="list-style-type: none"> STEP Program Council invite delegation of students annually to council meetings. Registered Apprenticeship Program (RAP). 	Council Senior Administration
Desired Outcome # 2					
a.	C	Continue to support the Foundation Board in their efforts to provide housing throughout the region.	Ongoing 2014		Council
b.	C	Advocate on behalf of County residents to ensure the provision of high quality, provincially subsidized health and community services for all community members within the region.	Ongoing 2014	<ul style="list-style-type: none"> Lobby higher government. 	Council Senior Administration
c.	N	Ensure flexibility in lot sizes and residential density in the County's Land Use Bylaw to encourage diversity and affordability in the range of housing types and styles within the County.	Compete - 2012	<ul style="list-style-type: none"> Adoption of MDP/LUB 2012. 	Council CAO Planning & Development
2.2 PROTECTIVE SERVICES					
a.	C	Regularly Communicate with the RCMP and the RCMP Liaison.	Ongoing 2014	<ul style="list-style-type: none"> Council representative for meetings as required. Communicate as required to report incidents and issues. 	Council Protective Services
b.	C	Ensure that the fire department has reliable up-to-date equipment and training opportunities.	Ongoing 2014	<ul style="list-style-type: none"> Follow Policy 02-15: Fire Department Standard Operating Guidelines. Research concerns and call volumes to tailor training to fire department needs. Amend Policy 02-15 as needed to keep fire departments current. 	Council Fire Chief
c.	C	Ensure that protective services department has reliable up-to-date equipment and training opportunities.	Ongoing 2014		Council Protective Services
d.	C	Conduct an assessment of the County's enforcement capacity to determine the level of service that can be reasonably be provided and inform budgeting decisions.	Ongoing 2014	<ul style="list-style-type: none"> Report annually to report Solicitor General and Council. 	Council Protective Services
e.	N	Encourage succession planning and mentorship programs within protective services department to maintain a high, consistent level of service.	Ongoing 2014		Protective Services
f.	N	Encourage the incorporation of FireSmart practices in new developments.	Ongoing 2014	<ul style="list-style-type: none"> Include pamphlets and brochures on behalf of the Fire Department when new Development Permits are issued. Include FireSmart information on County website. 	Fire Chief Planning & Development
g.	C & N	Regularly review the regional Disaster Plan.	Ongoing 2014	<ul style="list-style-type: none"> Disaster plan is currently being updated. Mock disasters are performed when required. Work with Disaster Services Coordinator to create a disaster plan for all recreational areas and resorts within the County. 	Director of Emergency Management

2.3		PARKS AND RECREATION			
a.	C	Support the Iron Horse Trail through the County's involvement in Muni Corr.	Ongoing 2014		Council
b.	C	Maintain, expand, and improve parks and recreation resources with the County on a regular basis.	Ongoing 2014	<ul style="list-style-type: none"> ▪ Grass cutting, painting, and general maintenance within areas. ▪ Construct playgrounds. ▪ Inspect playgrounds. 	Parks & Recreation Agricultural Department
c.	C	Work with user groups to promote as well as to provide and maintain staging areas, trails, campgrounds and other recreation facilities throughout the County.	Ongoing 2014	<ul style="list-style-type: none"> ▪ Assist with grass cutting for ball tournaments. ▪ Cut and maintain staging areas. ▪ Maintain beach signage. ▪ Assist event setup and take down for festivals in the region (Parks and Recreation). 	Council Parks & Recreation
d.	C	Encourage the development of motorized, non-motorized and multi-mode trail networks throughout the County.	Ongoing 2014	<ul style="list-style-type: none"> ▪ Member of Muni-Corr meet visitors and residents to education on designated trails (RCDC). ▪ Trail Twisters to develop a new trail from Whitefish Lake to Iron Horse Trail. 	Council Parks & Recreation
e.	C	Encourage developers to incorporate trail systems and open space areas into multi-lot country residential developments.	Ongoing 2014	<ul style="list-style-type: none"> ▪ Discuss same with the Parks and Recreation Department as new multi-lot Country residential subdivisions applications are received. ▪ Set-up a pre-construction meeting of same with developer and staff. 	Council Parks & Recreation Planning & Development
f.	N	Work with user groups to survey user needs.	2014		Communications
g.	N	Prepare a Recreation Master Plan.	2013 – Complete	<ul style="list-style-type: none"> ▪ Policy 07-06: Recreation and Wellness Program was passed in 2013. 	Council Parks & Recreation Planning & Development
h.	N	Consider the impact of new recreational developments on adjacent land uses and adjacent land owners.	Ongoing 2014	<ul style="list-style-type: none"> ▪ Parks & Recreation department and Planning & Development review new recreational and multi-lot Country residential subdivision applications as received. ▪ Set up a pre-construction meeting of same with developer and staff. 	Council Parks & Recreation Planning & Development
i.	N	Explore opportunities for the development of specialized accommodations to target users of the County's extensive trail networks to encourage visitors to prolong their visit to the County.	Ongoing 2014 Annual Campground User Report		Council Parks & Recreation Economic Development
j.	N	Encourage awareness of County's recreation facilities to increase utilization.	Ongoing 2014		Parks & Recreation Communications
k.	N	Implement disaster planning assessments and practices for the recreation and recreation resort areas within the County.	2014		Fire Chief Safety Officer Environmental Operations
2.4		HERITAGE RESOURCES			
a.	C	Work collaboratively and cooperatively with the Smoky Lake County Regional Heritage Board to promote heritage resources.	Ongoing 2014	<ul style="list-style-type: none"> ▪ Attend the SLCRHB meetings as needed to update board on various initiatives / projects. 	Council

b.	C	Assess and identify heritage assets and opportunities for compatible future development.	2014	<ul style="list-style-type: none"> Work with MPS to ensure project is kept on track with the anticipated adoption date in 2014. 	Council Planning & Development
c.	N	Create an inventory listing for public viewing of the County's historical sites that may be used to promote awareness of the County's rich cultural history.	Completed Included in the Survey / Inventory and HMP – 2012	<ul style="list-style-type: none"> Bring forward sites to be municipally designated once the HMP, Inventory, and Survey has been adopted by respective municipalities. Update and publish bylaws on website as new sites are designated. 	Planning & Development
d.	N	Work with Smoky Lake County Regional Heritage Board and its consultant to create and implement the Heritage Management Plan.	Complete	<ul style="list-style-type: none"> Implement a Follow-up Action List. 	Planning & Development

3. ECONOMIC DEVELOPMENT

Initiative/Project		Scheduled Completion Date	Details	Lead Role	
3.1 RETENTION					
a.	C	Promote the County's competitive business fundamentals and advantages relative to other rural municipal jurisdictions within the Alberta Capital Regional and Northeastern Alberta.	Ongoing 2014	<ul style="list-style-type: none"> Focus on promoting / leveraging Smoky Lake Region's high quality of life; outdoor and indoor recreational amenities; relatively low costs for services and un-served industrial, commercial and residential land; proximity to major industrial job sites., etc. 	JEDI Committee CEDO
b.	C	Maintain a competitive tax and regulatory framework and high-quality infrastructure that supports business retention and growth of existing businesses and industry.	Ongoing 2014		Council CAO Finance CEDO
c.	C	Through its active participation in JEDI, the County provides business counseling, mentoring and capacity-building services to local businesses and entrepreneurs.	Ongoing 2014	<ul style="list-style-type: none"> Capacity-building and entrepreneurial / small business mentoring are seen as key business development building blocks. These services are provided either upon request or by referral. 	JEDI Committee CEDO
d.	C	Participate in key regional trade shows and conferences to promote and showcase local businesses and industry.	Ongoing 2014	<ul style="list-style-type: none"> Trade shows and conferences are effective in building awareness and regional brand, as well as networking with potential visitors (tourism) and/or investors (business development). 	JEDI Committee CEDO
e.	C	Improve the awareness of local business capabilities and opportunities to help grow local businesses and support youth entrepreneurship.	Ongoing 2014	<ul style="list-style-type: none"> Bringing opportunities and local entrepreneurs together with the right business partners or business supports essential. 	JEDI Committee CEDO
f.	C	Ensure that JEDI/County economic development programming is well-targeted in the current and emerging needs of businesses.	Ongoing 2014	<ul style="list-style-type: none"> CEDO activities fully reflect business needs, both current and evolving. Business development needs assessments updated annually. 	JEDI Committee CEDO
g.	N	Explore additional opportunities for buy local programs and initiatives and for developing cost-competitive vendor/service provider capacity within the County.	Ongoing 2014	<ul style="list-style-type: none"> Opportunities to leverage County procurement will continue to be actively pursued, when cost-competitive and fully consistent with existing interprovincial, international and other multilateral obligations. 	CAO CEDO
h.	N	Support small and medium scale family farms that represent the strong agricultural history of the area through land uses policies and regulations.	Ongoing: 2014		Council CEDO JEDI Committee Planning & Development

3.2		ATTRACTION			
a.	C	The County will continue to be an active participant in JEDI and other regional partnership and alliances where the relationship provides direct and tangible benefits for the time and financial resources committed.	Ongoing 2014	<ul style="list-style-type: none"> Regularly attend RCDC Committee Meetings: Strive to build relationships between committee members and the Community Economic Development Officer. Three (3) County Councillors sit on the inter-municipal RCDC Committee and the CAO provides secretarial services to this committee. 	JEDI Committee CEDO Council
b.	C	Regularly attend JEDI Committee meetings and strive to build relationships between committee members and the Community Economic Development Officer.	Ongoing 2014	<ul style="list-style-type: none"> County participation in all RCDC meetings / events has been upwards of 100%. 	Council CAO CEDO
c.	C	The County will continue to promote opportunities for new business attraction.	Ongoing 2014	<ul style="list-style-type: none"> Will attend trade shows and through targeted business attraction initiatives and strategies. 	CAO CEDO
d.	C	Work with regional economic and community development partnerships and alliances to encourage and attract new businesses.	Ongoing 2014	<ul style="list-style-type: none"> Time and financial resources committed must, however, be justified by results. 	JEDI Committee CEDO
e.	C	Aggressively promote available land base in order to showcase the County's many affordable and desirable locations for new development.	Ongoing 2014	<ul style="list-style-type: none"> Affordability aspect a key component of the County's overall business development brand. 	JEDI Committee CEDO Communications
f.	C	Utilize social media to further promote Smoky Lake Region as a place with a lot to offer new businesses.	Ongoing 2014	<ul style="list-style-type: none"> Awareness and promotion activities must continue to embrace new evolving forms of social media. Increased attention will continue to be given to social media "delivery vehicles" which are often extremely cost-effective mass media outlets for the dissemination of information. 	JEDI Committee CEDO Communications
3.3		EXPANSION			
a.	C	Increase awareness and promote the range of business and industrial development opportunities within the County and across Smoky Lake Region.	Ongoing 2014	<ul style="list-style-type: none"> Bringing opportunities and local entrepreneurs together with the right business partners or business supports essential. 	JEDI Committee CEDO
b.	C	Promote and increase awareness of the County's overall affordability and proximity to the Alberta Capital Region and other major Northern Alberta industrial centers.	Ongoing 2014	<ul style="list-style-type: none"> Trade shows. Affordability and "strategic location" now key components of the County's overall business development brand. 	JEDI Committee Council CAO Finance CEDO
c.	C	Promote the County's competitive business fundamentals and advantages relative to other rural municipal jurisdictions within the Alberta Capital Region and Northeastern Alberta.	Ongoing 2014	<ul style="list-style-type: none"> Trade shows. Meet with potential developers as required. 	Council CAO CEDO
d.	C	Increase Smoky Lake Region's overall brand awareness to better complement and support JEDI's economic and tourism development initiatives and longer term economic / industrial development strategies.	Ongoing 2014	<ul style="list-style-type: none"> Trade Shows and conferences effective in building awareness and regional brand, as well as networking with potential visitors (tourism) and / or investors (business development). 	JEDI Committee CEDO
3.4		GROWTH MANAGEMENT			

a.	C	Ensure that appropriate infrastructure and community / business services are in place to support new and existing development.	Ongoing 2014	<ul style="list-style-type: none"> Will assess the needs of new and existing development as needed. "Full Services Communities" essential to business retention and new business attraction. Continue to monitor regional community infrastructure and services profile. 	Council JEDI Committee CAO CEDO
b.	C	Support and manage growth through careful and prudent planning processes, including: separating and directing land uses, in addition to identifying opportunities for growth.	Ongoing 2014		JEDI Committee CEDO Planning & Development
c.	C	Encourage operation of the rail line to support existing and future business / industry activity across Smoky Lake Region.	Ongoing 2014	<ul style="list-style-type: none"> Status of rail remains unchanged. 	Council JEDI Committee CAO CEDO
d.	C	Continue the role of the Smoky Lake Region JEDI Committee will continue to promote opportunities, bringing the key players together, identifying barriers to residential, business and industrial development, and manage and mitigate potential land use conflicts.	Ongoing 2014		JEDI Committee CEDO CAO
e.	N	Proactively engage potential developers / investors / project proponents in identified opportunity areas. Promote awareness that Smoky Lake Region is open for business, and facilitate the initial exchange of information and introductions to allow for joint evaluation of the potential "match.	Ongoing 2014	<ul style="list-style-type: none"> Bringing opportunities and local entrepreneurs together with the right business partners or business supports essential. Set up meetings as required, promoting and educating developers on development within the County with staff and any potential developer (Planning & Development).. 	JEDI Committee CEDO Planning & Development
f.	N	Continue to pursue technological and communications advances to make the County more desirable for home- and farm-based businesses.	Ongoing 2014	<ul style="list-style-type: none"> Many new services have been installed on new network. "Full Services Communities" essential to business retention and new business attraction. 	Council JEDI Committee CAO CEDO
3.5		TOURISM			
a.	N	Complete Regional Heritage Survey and Plan to document existing heritage assets and to prepare a long-term plan for ensuring the future vitality of identified heritage assets and related tourism destinations.	2012 – Complete	<ul style="list-style-type: none"> Will provide useful baseline information for heritage-based tourism promotion / development. 	Council JEDI Committee CEDO Planning & Development
b.	N	Encourage the identification and designation of national, provincial and municipal historic sites located within the County.	Ongoing 2014	<ul style="list-style-type: none"> Implementation of HMP to begin in 2014. Meet as needed to promote awareness to designate sites. Complete of listing sites to designate municipally in order of priority and submit same to Smoky Lake County – Planning & Development Manager for review. 	Council JEDI Committee CAO CEDO Heritage Board Planning & Development
c.	N	Increase tourism and outdoor recreation activities across Smoky Lake Region in order to increase the County's share of the overall Albert Capital Region tourism market.	Ongoing 2014	<ul style="list-style-type: none"> Recreation Master Plan completed in 2013. Implementation steps to follow in 2014. Significant tourist attraction potential exist around heritage and historic sites found within Smoky Lake Region.. 	Council JEDI Committee CAO CEDO

d.	N	Utilize the County's tourism website to promote tourism opportunities within Smoky Lake Region to encourage more in-bound tourism and recreation activity and the development of more tourism-related business services.	Ongoing 2014	<ul style="list-style-type: none"> Significant tourist attraction potential exists around heritage / historic sites and outdoor recreation amenities found within Smoky Lake Region. 	JEDI Committee CEDO Communications
e.	N	Improve way finding throughout the County to increase awareness of the County's recreation and heritage resources.	Ongoing 2014	<ul style="list-style-type: none"> Necessary infrastructure to facilitate ongoing tourism development. 	JEDI Committee CEDO
f.	N	Encourage tourism in the region through continued involvement in the Iron Horse Trail and by supporting other regional trail organizations.	Ongoing 2014		JEDI Committee CEDO
g.	N	Encourage high-quality recreation and tourism opportunities to locate in areas with excellent views and compatible "synergies" with (and along) the north Saskatchewan River.	Ongoing 2014		JEDI Committee CEDO Planning & Development Agricultural Department
h.	N	To encourage the development of recreational opportunities, in appropriate locations, that utilize and leverage the vistas and natural attributes of the North Saskatchewan River.	Ongoing 2014		JEDI Committee CEDO

4. PHYSICAL ENVIRONMENT

Initiative/Project		Scheduled Completion Date	Details	Lead Role	
4.1		GROUND & SURFACE WATER			
a.	C	Work collaboratively with the Department of Agriculture to monitor the quality of groundwater in order to establish benchmarks for water quality.	Ongoing 2014	<ul style="list-style-type: none"> Document situations and have culverts drainage crew maintain these areas. 	Agricultural Department
b.	C	Maintain a list of problem areas and implement programs to manage obstructions to the flow and quality of surface water.	Ongoing 2014		Agricultural Department Public Works
c.	C	Work collaboratively with Alberta Environment and the community to monitor the quality, and health of riparian areas as well as the water level of lakes within the County.	Ongoing 2014	<ul style="list-style-type: none"> Report to Alberta Environment and Sustainable Resources Development of disturbances to bed shores and environmental reserve lands.. Monitor water and test regularly. 	Agricultural Department Parks & Recreation
d.	C	Provide education and awareness opportunities directed towards preserving the integrity of riparian areas, ground and surface water.	Ongoing 2014		Agricultural Department
e.	C	Encourage environmentally sustainable agricultural practices and the incorporation of innovative methods for managing the flow and quality of surface water.	Ongoing 2014		Agricultural Department
f.	C	Incorporate Watershed Planning into the County's planning documents.	Ongoing 2014		Planning & Development
4.2		ECOSYSTEMS HEALTH			
a.	C	Regularly review and revise practices that support ecosystems health to reflect new legislation and available data.	Ongoing 2014		Council Department Heads Senior Administration
b.	C	Encourage public awareness of managed grazing practices and other mitigation measures for ensuring continued and/or improved ecosystem health through public education.	Ongoing 2014		Agricultural Department Agricultural Service Board
4.3		WORKING LANDSCAPES			
a.	C	Continue to utilize planning and regulatory tools as well as communication and educational tools to minimize conflicts between land uses.	Ongoing 2014		Council Planning & Development Senior Administration

b.	C	Engage in pest and noxious weed management practices to support the continued productivity in working landscapes.	Ongoing 2014		Agricultural Department
c.	N	Act as an advocate on behalf of agricultural producers and share information with the agricultural community regarding innovations in agriculture, forestry and other land management practices.	Ongoing 2014		Agricultural Department Agricultural Service Board

5. BUILT ENVIRONMENT

Initiative/Project		Scheduled Completion Date	Details	Lead Role	
5.1 ROADS, SEWAGE DISPOSAL & STORM WATER MANAGEMENT					
a.	C	Utilize three (3) year road plans to improve communication and prioritize project funding.	Ongoing 2014	<ul style="list-style-type: none"> Continue road plan budget as is. Include in budget process annually. Ensure road plans are in place for funding. 	Council Public Works Finance
b.	C	Review the County's capital plan on a regular basis to ensure that the Plan reflects the County's infrastructure goals and objectives.	Ongoing 2014	<ul style="list-style-type: none"> Will review the Capital Plan (Budget) with management annually in preparation of budget. 	Council Public Works Finance
c.	C	Ensure that equipment utilized for road and storm water management is high quality and well maintained.	Ongoing 2014	<ul style="list-style-type: none"> Mechanics and assistants maintain a schedule for service, inspections and repair. 	Council Public Works
d.	C	Continue to engage in and improve practices for maintaining ditches and shoulders as well as programs for addressing storm water management.	Ongoing 2014	<ul style="list-style-type: none"> Maintain regular inspections and keep lines of communications open with municipalities for ideas and improvement. 	Public Works
e.	C	Prepare long range plans for roadway and storm water management projects.	Ongoing 2014	<ul style="list-style-type: none"> Part of the three (3) year road plan. 	Council Public Works
f.	C	Ensure long range capital and infrastructure plans includes provisions for storm water management and roadway maintenance.	Ongoing 2014	<ul style="list-style-type: none"> Part of the three (3) year road plan. 	Council Public Works Finance
g.	C	Conduct regular assessments and maintenance of existing sewage disposal systems to ensure that sewage treatment facilities and infrastructure meet and exceed the requirements of County residents.	Ongoing 2014	<ul style="list-style-type: none"> Monitor Lagoons. 	Environmental Operations
h.	N	Ensure that the County has a known supply of gravel to meet the needs for road maintenance.	Ongoing 2014	<ul style="list-style-type: none"> Obtain approvals for S.M.E.'s applied for. 	Council Public Works
i.	N	Implement a dust control plan.	Ongoing 2014	<ul style="list-style-type: none"> Create a plan that compares all dust control products available to determine a variable and cost effective solution to ongoing dust concerns. 	Public Works
j.	N	Conduct assessment and maintenance of existing facilities.	Ongoing 2014	<ul style="list-style-type: none"> Lagoons are being monitored monthly. Information will be collected to pinpoint the approximate date of the contract cleaning required. 	Environmental Operations
5.2 POTABLE WATER					
a.	C	Work collaboratively with the Highway 28/63 Regional Water Services Commission to ensure that the County's current and future water needs are met.	Ongoing 2014	<ul style="list-style-type: none"> Technical meetings on the construction are attached on a bi-monthly basis. Warspite will be on the regional water system in 2013. Bellis and Spedden will be operating in 2014. 	Council Environmental Operations

b.	C	Engage in groundwater monitoring practices to ensure the quality of potable water.	Ongoing 2014	<ul style="list-style-type: none"> Every well is being measured on a monthly basis. Samples are being collected weekly for bacterial analysis and total coliforms. Annual water samples are collected for total analysis for metals. 	Environmental Operations Environmental Services.
c.	C	Monitor potable water consumption to ensure that the supply of potable water matches the demands for potable water in the higher density areas.	Ongoing 2014	<ul style="list-style-type: none"> All records are collected and sent off annually to Alberta Environment as per each water treatment plants approvals to operate. 	Council Environmental Operations
d.	C	Implement development policies and regulations to ensure that growth does not exceed the availability of high quality potable water.	Ongoing 2014	<ul style="list-style-type: none"> Collect data of daily water consumption. 	Environmental Operations
e.	C	Ensure that all potable water infrastructure is well maintained and well managed.	Ongoing 2014	<ul style="list-style-type: none"> Repairs and maintenance are being conducted daily. 	Environmental Operations
5.3		HAMLET INFRASTRUCTURE			
a.	C	Monitor the use of hamlet infrastructure and implement regulatory measures to ensure that hamlet infrastructure will consistently meet and / or exceed opportunities for future hamlet expansion.	Ongoing 2014	<ul style="list-style-type: none"> Inspections and documentation. 	Council Public Works
b.	C	Work towards improving pedestrian connectivity within hamlet areas.	Ongoing 2014	<ul style="list-style-type: none"> Inspections and documentation. 	Public Works
c.	C	Work with the community to decrease the number of unsightly private and public sites within hamlet areas.	Ongoing 2014	<ul style="list-style-type: none"> Letters and orders issued to residents. Educate and met with ratepayers as needed. Monitor bylaws and enforce as required. 	Protective Services
d.	N	Review waste management practices and consider innovations and / or improvements.	2013 – Review 2014 – Report on recommendations	<ul style="list-style-type: none"> A study was conducted by Associated Engineering in 2013. The Spedden site will accommodate at least another 15 years of dry waste. Smoky Lake will require the assistance of Public Works for cat work more often for 2014. In 2015 a new cell should be constructed. 	Council Environmental Operations
e.	N	Feasibility study of water/sewer distribution systems within Hamlet areas.	Ongoing 2014	<ul style="list-style-type: none"> We are looking for grants to fund the cost of the study. 	Public Works Environmental Operations
f.	N	Develop an infrastructure plan for the hamlets to prepare for infrastructure improvements and maintenance.	Ongoing 2014	<ul style="list-style-type: none"> Inspections Ongoing. 	Public Works
5.4		GAS UTILITY			
a.	C	Continue to explore opportunities for expanding the County's odorant and CNG (Compressed Natural Gas) programs	Ongoing 2014	<ul style="list-style-type: none"> Completed CNG jobs. Odorant runs. 	Natural Gas
b.	C	Continue strong relationship with Gas Alberta Inc. and the Federation of Alberta Gas Co-ops Ltd.	Ongoing 2014	<ul style="list-style-type: none"> Attended meetings as needed. Continue membership. 	Natural Gas
c.	C	Expand the County's gas utility service and invest in the maintenance of existing older lines to ensure a high and consistent level of service to County residents.	Ongoing 2014	<ul style="list-style-type: none"> Review each year at budget deliberations. Consult with Campbell Ryder, engineers. 	Natural Gas
d.	N	Investigate opportunities for implementing the AMR (Automated Meter Reading) installation program.	Ongoing 2014	<ul style="list-style-type: none"> Implement to continue in 2014. 	Natural Gas

5.5		TELECOMMUNICATION			
a.	C	Maintain involvement with Corridor to provide marketing and promotional assistance and technical support to the board.	Ongoing: 2014	<ul style="list-style-type: none"> Further requests for assistance will be analyzed on a case-by-case basis. 	Council CAO
b.	N	Work collaboratively with protective services to determine the feasibility of utilizing tower infrastructure to enhance and / or expand communication opportunities.	Ongoing: 2014		Council CAO

Carried.

15 Year Capital Vehicle and Equipment Replacement Plan

55-13: Orichowski That County Council approve the 15-Year Projected Capital Vehicle and Equipment Replacement Plan for Smoky Lake County Municipal Government and Smoky Lake County Natural Gas System, as follows:

Smoky Lake County
Asset Replacement Plan
For 2014 - 2028
Rounded to the nearest \$1,000

	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	Total	# yr	Avg/yr
Municipal																		
Vehicles	260	217	342	443	382	349	194	579	351	1,254	110	611	890	764	399	7,144	15	\$ 476
Equipment	1,192	1,607	1,072	749	378	1,512	922	562	678	632	622	532	771	2,989	1,378	15,595	15	\$ 1,040
Roads																		
Bridges																		
Buildings																		
Engineering Structures																		
Parks and Rec																		
Municipal Total	1,452	1,824	1,413	1,192	760	1,861	1,116	1,141	1,029	1,886	732	1,143	1,661	3,753	1,777	22,739	15	\$ 1,516
Gas																		
Vehicles	58	51	102	52	0	0	49	0	54	55	55	56	0	108	0	638	15	\$ 43
Equipment																		
Engineering Structures																		
Gas Total	58	51	102	52	0	0	49	0	54	55	55	56	0	108	0	638	15	\$ 42,549

In 2014, the municipal budget includes \$1,452,000 to be spent on vehicles and equipment. The Natural gas department will spend \$58,000. Based on the 15 year plan, we will need to spend \$1,516,000 annually on vehicles and equipment in order to maintain our current levels of service

Carried.

Vilna Agricultural Society

56-13: Bobocel That Smoky Lake County approve action taken by administration as a “in-kind” donation for providing an additional (7 loads) 210.58 tonnes of 3/4 inch crushed gravel to the Vilna Agricultural Society - Cultural Centre for the purposes of parking lot improvement.

Carried.

Additions To The Agenda:

“Movember”

Jeremy Smith, Planning & Department Assistant entered the Council Chambers at 10:10 a.m. to provided a presentation to County Council on behalf of the “Movember” campaign.

57-13: Lukinuk

That Smoky Lake County contribute in the amount of **\$100.00** toward the “Movember Canada Campaign” to support men’s health initiatives to combat testicular and prostate cancers, as well as mental health issues.

Carried.

Jeremy Smith, Planning & Department Assistant left the Council Chambers, time 10:15 a.m.

Policy No. 01-21-02: Long Service and Retirement

58-13: Cholak

That **Policy Statement No. 01-21-03** entitled "Long Service and Retirement” be approved as amended with the additions of 35 and 40 years service gift values:

Purpose:	To recognize Smoky Lake County Employees for their length of employment.																								
Policy Statement and Guidelines:																									
<p>That Smoky Lake County believes in recognizing the dedication and commitment that the employees, contract employees and Elected Officials all make to the overall performance of the municipal system. Therefore, the County will recognize the service of employees during their employment at an Annual Function.</p> <p>LONG SERVICE RECOGINTION</p> <p>Employees and Contract Employees will be considered to have provided service for this recognition in any calendar year for which they have had full, part-time or partial employment with the County.</p> <p><u>Recognition will consist of:</u></p> <ol style="list-style-type: none"> An invitation for the Employee and the Contract Employee, and a guest or guests to the Annual Function for those individuals receiving recognition. Pins indicating service in five (5) year increments. Employees will be entitled to an award in a gift certificate - value based on the following years of service: <table border="0"> <tr> <td>5 years service</td> <td>\$ 100.00 value</td> </tr> <tr> <td>10 years service</td> <td>\$ 200.00 value</td> </tr> <tr> <td>15 years service</td> <td>\$ 300.00 value</td> </tr> <tr> <td>20 years service</td> <td>\$ 450.00 value</td> </tr> <tr> <td>25 years service</td> <td>\$ 600.00 value</td> </tr> <tr> <td>30 years service</td> <td>\$ 750.00 value</td> </tr> <tr> <td>35 years service</td> <td>\$ 1,000.00 value</td> </tr> <tr> <td>40 years service</td> <td>\$ 1,500.00 value</td> </tr> </table> Certificates will be given in form of a gift certificate from listed locations: <table border="0"> <tr> <td>▪ Wholesale Sports</td> <td>▪ Lammle’s Western Wear</td> </tr> <tr> <td>▪ Sears</td> <td>▪ Independent Jewellers</td> </tr> <tr> <td>▪ Canadian Tire</td> <td>▪ Future Shop</td> </tr> <tr> <td>▪ Costco</td> <td></td> </tr> </table> Gift Certificates from other companies than above may be considered if requested by the employees. Employees receiving an award will be notified one month prior to receiving their certificate to state where the employee would like the gift certificate from. Award gift certificates will be given to the employees at the County Annual Christmas Party. 		5 years service	\$ 100.00 value	10 years service	\$ 200.00 value	15 years service	\$ 300.00 value	20 years service	\$ 450.00 value	25 years service	\$ 600.00 value	30 years service	\$ 750.00 value	35 years service	\$ 1,000.00 value	40 years service	\$ 1,500.00 value	▪ Wholesale Sports	▪ Lammle’s Western Wear	▪ Sears	▪ Independent Jewellers	▪ Canadian Tire	▪ Future Shop	▪ Costco	
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▪ Sears	▪ Independent Jewellers																								
▪ Canadian Tire	▪ Future Shop																								
▪ Costco																									

RETIREMENT

Employees and Contract Employees will be considered for retirement for service for this purpose in any case of resignation have ten (10) or more years of service with the County and attaining an age of fifty-five (55) years, or upon leaving the employment of the County at the age of sixty-five (65) years or older.

Elected Officials will be considered for retirement from office for this purpose in any case of serving three (3) consecutive terms of office as an elected official for Smoky Lake County.

Retirement recognition will consist of:

1. An invitation for the Employee and the Contract Employee, and a guest or guests to the Annual Function for those individuals receiving recognition.
2. Employees will be entitled to an award in a gift certificate - value based on the following years of service as of retirement:

20-24 years service	\$ 500.00 value
25-29 years service	\$ 750.00 value
30 years & over service	\$ 1,000.00 value
3. Certificates will be given in form of a gift certificate from listed locations:

▪ Wholesale Sports	▪ Lammle's Western Wear
▪ Sears	▪ Independent Jewellers
▪ Canadian Tire	▪ Future Shop
▪ Costco	
4. Gift Certificates from other companies than above may be considered if requested by the employees.
5. A plaque indicating the years of service with the County.
6. An engraved watch.
7. Employees receiving an award will be notified one-month prior to receiving their certificate to state where the employee would like the gift certificate from.
8. Award gift certificates will be given to the employees at the County Annual Christmas Party.

Elected Officials and all other employees, and additional guests will be encouraged to attend the Annual Function.

Carried.

2014 Capital Budget

The Chief Administrative Officer provided a presented on the 2014 Capital Budget and indicated that programs or items which Administration deemed necessary, but not affordable with current financial constraints, were listed in the budget but were indicated by a "zero" cost.

Discussion took place regarding the following:

- Hydro –axe demonstration and purchase.
- Salt Storage – proposed size, location and funding options.
- 2013 projected surplus, contingency fund usage and possible fire grant funding.
- Edwand Mini-Transfer Station.

59-13: Cholak

That County Council defer discussion on the issue of the 2014 Capital Budget to a future meeting for the purpose of gathering additional information.

Carried.

Dave Franchuk, Environmental Operations Manager, reported on the location of the garbage bins at Edwand Mini Transfer Station in relation to the hill and road. Costs to move the bins will be presented at the next Utility Meeting on December 13, 2013.

60-13: Cholak That the Environment Manager’s Report regarding the location of the bins at the Edwand Mini Transfer Site, be filed for information.

Carried.

7. Delegation(s):

Associated Engineering Alberta Ltd.

Public Works: Bridges – 2014 Program Budget Summary

Present before County Council at 11:10 a.m. to 11:55 a.m. was Mr. Gene Sobolewski, Project Manager with Associated Engineering of Alberta Ltd. to discuss the Bridge Program Budget Summary for 2014.

• 2014 Bridge Program Budget Summary:

1. INSPECTIONS							
Type	Season	Number	Unit Cost	Cost	AT	County	
Level 1	Spring	7	\$ 600	\$ 4,200		\$ 4,200	
Level 1	Fall	7	\$ 600	\$ 4,200		\$ 4,200	
Level 2	Spring	1	\$ 1,800	\$ 1,800		\$ 1,800	
Level 2	Fall	1	\$ 1,800	\$ 1,800		\$ 1,800	
TOTAL INSPECTIONS				\$ 12,000		\$ 12,000	
TOTAL 2014 INSPECTIONS				Total Cost	AT Share	County Share	
Summary				\$ 12,000	\$ -	\$ 12,000	
2. CONSTRUCTION CARRY OVER FROM 2013							
Bridge File #	Season	Number	Unit Cost	Cost	AT	County	
	Spring	1	n/a				
Component	Task	Rate	Units	Total Cost	AT Share	County Share	
BF 75352/73306	Engineering:	Site Monitoring – DFO		\$ 8,000		\$ 8,000	
		Total Engineering Fees		\$ 8,000		\$ 8,000	
	Construction:	Deficiency Holdback		\$ (13,500)		\$ (13,500)	
		<i>Net To Budget</i>		\$ 8,000		\$ 8,000	
BF 490/13361/74018	Engineering:	Site Monitoring – DFO		\$ 1,800		\$ 1,800	
		Total Engineering Fees		\$ 1,800		\$ 1,800	
		<i>Net To Budget</i>		\$ 1,800		\$ 1,800	
BF 7479/8744	Engineering:	Site Monitoring – DFO		\$ 1,800		\$ 1,800	
		Total Engineering Fees		\$ 1,200		\$ 1,200	
		<i>Net To Budget</i>		\$ 1,200		\$ 1,200	
TOTAL 2013 Carryover Project Costs				\$ 11,000	\$	\$ 11,000	
TOTAL CONSTRUCTION CARRY OVER				Total Cost	AT Share	County Share	
Summary				\$ 11,000	\$	\$ 11,000	
3. CONSTRUCTION (REPLACEMENT) 2014							
Bridge File #	Cost Category	Season	Number	Unit Cost	Cost	AT	County
		*** No Bridges Scheduled For Construction					
		Due to 2013 Provincial Program Cuts					
BF 8201		Recommend post load restriction to 5 tonnes					
BF 1603		Recommend post load restriction to 3 tonnes					
BF 74018		Recommend reduce load restriction – analysis req'd					
BF 7798		Recommend reduce load restriction – analysis req'd					
TOTAL 2014 CONSTRUCTION				Total Cost	AT Share	County Share	
Summary				\$	\$	\$	
4. REHABILITATION							
Bridge File #	Cost Category	Season	Number	Unit Cost	Cost	AT	County
BF 07798		Spring/Summer	1	n/a			
Component	Task	Rate	Units	Total Cost	AT Share	County Share	
Engineering:	Pre-Design			\$ 15,500	\$ -	\$ 15,500	
	Detailed Design			\$ 35,000	\$ -	\$ 35,000	
	Cons. Mgmt.*						
	Approvals			\$ -	\$ -	\$ -	
	Total Engineering Fees			\$ 50,500	\$	\$ 50,500	
TOTAL BF 07798 – Engineering Only				\$ 50,500	\$	\$ 50,500	
*							
BF 07814		Spring/Summer	1	n/a			
Component	Task	Rate	Units	Total Cost	AT Share	County Share	
Engineering:	Pre-Design			\$ 15,500	\$ -	\$ 15,500	
	Detailed Design			\$ 40,000	\$ -	\$ 40,000	
	Cons. Mgmt.*			\$	\$	\$	
	Approvals			\$	\$	\$ -	
	Total Engineering Fees			\$ 55,500	\$	\$ 55,500	
TOTAL BF 07814				\$ 55,500	\$	\$ 55,500	
TOTAL 2014 MAINTENANCE (Engineering)				Total Cost	AT Share	County Share	
Summary				\$ 106,000	\$	\$ 106,000	

5. OPTIONAL MAINTENANCE WORK				(*Note: Subject to AT Approval)		
TOTAL 2013 OPTIONAL MAINTENANCE				Total Cost	AT Share	County Share
Summary				\$	\$	\$
6. PROGRAM MANAGEMENT						
Description	Season	Number	Unit Cost	Cost	AT	County
Budget Meetings	2014	1	\$ 1,200	\$ 1,200		\$ 1,200
Bridge Management Services	2014	320	\$ 140	\$ 44,800		\$ 44,800
TOTAL PROGRAM MANAGEMENT				\$ 46,000	\$ -	\$ 46,000
NOTE: Subject to County Input and Approval						
2014 BUDGET SUMMARY				Cost	AT	County
GRAND TOTAL				\$ 175,000	\$	\$ 175,000
Sub-Total						
TOTAL CONSTRUCTION COSTS				\$	\$	\$
Sub-Total						
TOTAL ENGINEERING FEES				\$ 175,000	\$ 240,250	\$ 175,000
BUDGET CHECK - Based on Budget Review Meeting				Cost	AT	County
Budget Grand Total				\$ 175,000	\$ 2,208,140	\$ 175,000
Amount to placed into reserve for 2015 Bridge Maintenance Construction						\$ 150,000
Total Allowable County Bridge Program Budget						\$ 325,000

Discussion took place regarding the following:

- Level of work required to maintain and inspect bridges.
- Indications that the provincial bridge construction budget might be reinstated.
- Municipal Bridge Design
- Innovations in Building Design or Techniques

61-13: Bobocel

That Smoky Lake County accept the 2014 Bridge Program Budget Summary List, as prepared by Associated Engineering of Alberta Ltd., and allocate the amount of \$175,000.00 to the 2014 Municipal Budget.

Carried.

County Council Budget Meeting

62-13: Bobocel

That the next **County Council Budget Meeting** be scheduled for Friday, **December 20, 2013**, at 9:00 a.m., to be held at the County Council Chambers.

Carried.

ADJOURNMENT:

63-13: Bobocel

That this meeting be adjourned, time 11:58 a.m.

Carried.

REEVE

SEAL

CHIEF ADMINISTRATIVE OFFICER