

December 12, 2014

SMOKY LAKE COUNTY

Minutes of the County Council Budget meeting held on Friday, December 12, 2014, at 1:05 P.M. in the County Council Chambers.

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

ATTENDANCE		
Friday, December 12, 2014		
<u>Div. No.</u>	<u>Councilors(s)</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 CAO	Lydia Cielin	Present
Finance Manager	Brenda Adamson	Present

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Member of the Administrative Staff in attendance:

Doug Ponich – Public Works Manager	Present
Dave Kully – Public Works Shop Foreman	Present
Bob Novosiwsky - Public Works Road Supvr.	Present
Ed English – Peace Officer/Rec. Manager	Present
Aline Brousseau, Planning & Dev. Manager	Present
Tori Dey – Agricultural Fieldman	Present
Amanda Shapka – Asst. Ag. Fieldman	Present
Scott Franchuk – Fire Chief	Absent
Dave Franchuk – Env. Operations Manager	Present
John Malysh – Natural Gas Manager	Present
Trevor Tychkowsky – Safety Officer	Absent
Paul Miranda – Comm/GIS Manager	Present
Rose Lyle – Tax/Accounting Clerk R.S.	Present

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**2. Agenda:**

**Agenda**  
229-14: Cholak

That the Agenda for Friday, December 12, 2014, County Council Budget Meeting, be adopted, as amended:

Additions:

- Grader Tender
- Out of Scope Cost of Living Allowance
- Letter Re: Surface Materials Exploration

Carried Unanimously.

**3. Minutes:**

No Minutes.

**4. Issues for Decision:**

**Policy Statement No. 04-10-02: Waste Bin Rental Agreement**

230-14: Cholak

That Policy Statement No. 04-10-02 entitled " Waste Bin Rental Agreement" be adopted:

<b>Title:</b> Waste Bin Rental Agreement	<b>Policy No.:</b> 10-02
<b>Section:</b> 04	<b>Code:</b> P-R
<b>Page No.:</b> 1 of 3 E	
<b>Purpose:</b>	1. To provide garbage collection service.
	2. To establish a written contract between the

December 12, 2014

customer and Smoky Lake County for the rental of waste bin(s).

**Policy Statement and Guidelines:**

**1. STATEMENT**

- 1.1 Smoky Lake County recognizes that specific Commercial properties require garbage collection services that cannot be adequately served by the private sector.
- 1.2 The Waste Bin Rental Agreement is a tool to assist management with identifying and tracking all Bin Rentals and to provide the customer with costs and guidelines.

**2. GUIDELINES**

- 2.1 All applications under this Policy shall be decided upon by County Council.
- 2.2 All successful applicants shall complete **Schedule "A": Waste Bin Rental Agreement** and be subject to its terms and conditions for the entire term of the agreement.



**Waste Bin Rental Agreement**

**MEMORANDUM OF AGREEMENT** made in duplicate this \_\_\_\_ day of \_\_\_\_\_, 20\_\_;

**BETWEEN:**

**SMOKY LAKE COUNTY**

a Municipal Corporation in the Province of Alberta  
(hereinafter referred to as the "County")

OF THE FIRST PART

**- AND -**

\_\_\_\_\_

Box                  Town                  Province                  Postal Code  
 Phone: (780) \_\_\_\_\_ or (780) \_\_\_\_\_  
 (hereinafter referred to as the "Owner")

OF THE SECOND PART

**WHEREAS** the Owner is the owner of the parcel legally described as:

\_\_\_\_\_

QTR/LSD    SECTION    TOWNSHIP    RANGE    MERIDIAN

**WHEREAS** the Landowner acknowledges and agrees to enter into an agreement with County to rent a \_\_\_\_\_ yard bin for the purpose of collecting garbage. I request that the County collect this garbage on a \_\_\_\_\_ basis.  
(Weekly, Bi-Weekly, Monthly)

**NOW THEREFORE THIS AGREEMENT WITNESSES** that in consideration of the mutual terms, covenants, and conditions herein, the parties hereto agree as follows:

**1. TERM OF THIS AGREEMENT**

The term of this Agreement shall be from \_\_\_\_\_, 20\_\_ to \_\_\_\_\_, 20\_\_, until terminated by either party by the terms of this agreement.

**2. METHOD OF PAYMENT**

- 2.1 Payment shall be **\$100.00 per month** for the rental of
- 2.2 All overdue accounts of 30 days will be subject to penalty fees.
- 2.3 In-lieu of a damage deposit, the Renter will pay for the

December 12, 2014

repair of any damage, beyond normal wear and tear, any persons other than County employees incur to this bin(s) while it is locate on the Renter's property.

2.4 The Renter will be given 30 days notice of any rates changes for the Bin(s) rental and collection services.

3. **GENERAL**

3.1 This Agreement is non-transferrable.

3.2 The Waste Bin will be for the purposes of collecting **ONLY BAGGED HOUSEHOLD WASTE**. The Waste Bin will NOT be used for:

3.2.1 Collection of metal, appliances, large volumes of wood/wood by-products, furniture, batteries, shingles, concrete.

3.2.2 All hazardous materials (liquid or solid) are strictly prohibited from the bin(s).

3.3 The Renter shall indemnify and save harmless the County from any and all losses, costs, damages, actions, causes of action, suits, claims and demands resulting from the Renters failure to comply with the terms of this Agreement.

4. **TERMINATION**

This Agreement shall come to an end:

4.1 Failure to comply with the terms of this agreement.

4.2 Failure to pay account within 90 days will result in termination of agreement, termination of service, and removal of the Bin(s).

4.3 The County may terminate this agreement at any time without notice and for any reasons.

5. **REPRESENTATIVES**

For the purpose of this Agreement, the following named individual is the representatives of the parties to this Agreement and are hereby enabled to perform all obligations of the parties to this Agreement as contained within this Agreement:

**FOR THE RENTER: SMOKY LAKE COUNTY**

Signature: \_\_\_\_\_ Signature: County Representative \_\_\_\_\_

Carried.

**Annual Contribution to Smoky Lake Agricultural Society**

**Discussion:**

- Funding requirements include year-end accounting and following year budget.
- Current and past agreements between Smoky Lake Agricultural Society and the Town of Smoky Lake.

231-14: Cholak

That Smoky Lake County continue to fund for Year 2015, from general operating revenue, the following:  
 \$48,000 to Smoky Lake Agricultural Society for annual operating expenses;  
 \$14,000 to Vilna Agricultural Society for annual operating expenses;  
 \$14,000 to Waskatenau Agricultural Society for annual operating expenses.

Carried.

December 12, 2014

232-14: Orichowski That the letter received from the Town of Smoky Lake dated December 4, 2014, regarding possible options for the Operation of Smoky Lake Agricultural Society be filed for information.

Carried.

John Malysh, Gas Manager, left the meeting at 1:50 p.m.

**Natural Gas Budget Discussion:**

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- Rural Infill Pricing will increase to \$7,000 in 2015.
- CNG and Bulk Odorant Services are getting busier.

233-14: Cholak That Smoky Lake County adopt the 2015 Natural Gas System Budget for Revenue in the amount of **\$3,379,886.00** and Expenditures in the amount of **\$3,379,858.00**.

Carried.

**Additions to the Agenda**

**Tender: 2015 – 14M Grader**

One Tender Submitted:  
Finning (Canada) CAT \$493,900.00

234-14: Smigerowsky That Smoky Lake County award the tender to **Finning (Canada) CAT** for the purchase of a 2015 Caterpillar 14 M Grader, not to exceed the tender amount of \$493,900.00 with a guaranteed buy back of 5 years or 7500 hours of \$227,500.00; and that the purchase be made from the 2015 Budget.

Carried.

**2015 Cost of Living Allowance**

235-14: Lukinuk That Smoky Lake County Non-Union (Out of Scope) employees receive a three percent (3 %) Cost of Living Allowance for the Year 2015, effective January 1, 2015.

Carried.

**Surface Materials Exploration Lease**

236-14: Orichowski That Smoky Lake County provide compensation in the amount of \$1500.00 to grazing lease holder Kevin Wawrynychuk for crown land located at the E ½ of Section 14-61-18-W4; and grazing lease holder Hal Horsnett for crown land located at the W ½ of Section 12-61-18-W4 and Section 13-61-18-W4 in order to proceed to explore for gravel deposits on the crown land as per County's surface material exploration.

Carried.

December 12, 2014

**5. Issues For Information****Industrial Lot Project**

237-14 Cholak

That County Council accept that the amount of \$105,000.00 allocated for the Industrial Lot Project be removed from the 2015 Budget; and that the procedure and budget estimates be filed for information.

Carried

**Financial Indicators Graphs: Year-ended December 31, 2013****Review:**

Council reviewed sections of the Financial Indicators Graphs: Year-Ended December 31, 2013, as prepared by Financial Advisory Services, Local Government Services Division of Alberta Municipal Affairs.

The Financial Indicators Graphs sections:

- Equalized Tax Rates: Municipal/Residential & Non-Residential
- Total Equalized Assessment Per Km of Roads.
- Non-Residential Equalized Assessment as % of Total
- Tax Collection Rates
- Debt Service as % of the Limits
- Long Term Debt Per Capita.
- Major Revenue Sources Per Capita
- Major Revenue Sources As % of Total Revenue (2013)
- Broad Function Expenses Per Capita (2013)
- Per Capita Expenses by Major Type:
  - Salaries, Wages and Benefits
  - Contracted General Services
  - Materials, Goods, Supplies, Utilities
  - Bank Charges Interest
  - Amortization
- Net Book Value as % of Capital Costs
- Accumulated Surplus Categories as % ( 2013)
- Accumulated Surplus Categories, Per Capita (2013)
- Ratio of Current Assets to Liabilities.

238-14: Lukinuk

That County Council received correspondence on the Financial Indicators Graphs: Year-Ended December 31, 2013, as prepared by Financial Advisory Services, Local Government Services Division of Alberta Municipal Affairs, to be filed for information.

Carried.

**2015 Total Function Budget****Discussion**

The following items were discussed with respect to the proposed 2015 Total Function Budget:

- 2014 surplus not in this budget estimate
- Patching Crew hours, wages and duration of employment
- Spedden Truck Fill
- Estimate tax revenue increase at 5%

239-14: Cholak

That Administration proceed with the preparation of a draft 2015 Budget for Smoky Lake County based upon the discussions held at this meeting.

Carried.

December 12, 2014

**Executive Session**

240-14: Smigerowsky

That County Council go into Executive Session to discuss personnel issues, time 2:40 p.m.

Carried.

241-14: Orichowski

That County Council go out of Executive Session, time 3:07 p.m.

Carried.

**DATE AND TIME OF NEXT MEETING:**

**County Council Budget Meeting**

242-14: Lukinuk

That the next **County Council Budget Meeting** be scheduled for Tuesday, **January 13, 2015**, at 1:00 p.m., to be held in the County Council Chambers.

Carried.

**ADJOURNMENT:**

243-14: Bobocel

That the meeting be adjourned, time 3:09 p.m.

Carried.

  
\_\_\_\_\_  
REEVE

**SEAL**  
  
\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER