

**SMOKY LAKE COUNTY**

Minutes of the **County Council Budget meeting** held on Wednesday, **February 14, 2018** at 9:09 A.M. in the County Council Chambers.

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

<u>Div. No.</u>	<u>Councillor(s)</u>	<u>ATTENDANCE</u> <u>Wednesday, Feb. 14, 2018</u>
1	Dan Gawalko	Present
2	Johnny Cherniwchan	Present
3	Craig Lukinuk	Present
4	Lorne Halisky	Present
5	Randy Orichowski	Present
CAO	Cory Ollikka	Present
Asst. CAO	Lydia Cielin	Present
Finance Manager	Brenda Adamson	Present
Legislative Svcs/R.S.	Patti Priest	Present

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Members of Administrative Staff in attendance:

Doug Ponich – Public Works Manager	Present
Dave Kully – Public Works Shop Foreman	Present
Bob Novosiwsky – Public Works Foreman	Present
Trevor Tychkowsky – Safety Officer	Present
Ed English – Peace Officer/Rec. Manager	Present
Jordan Ruegg, Planning & Dev. Manager	Present
Tori Cherniawsky – Agricultural Fieldman	Present
Scott Franchuk – Fire Chief	Present
Dave Franchuk – Env. Operations Manager	Present
Thomas Ponich – Asst. Nat. Gas Manager	Absent
Paul Miranda – GIS/Communication Director	Present

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No Members of the Media.  
No Members of the Public.

**2. Agenda:**

**Agenda**

301-18: Halisky

That the Agenda for Wednesday, February 14, 2018 County Council Budget Meeting be adopted, as amended:

**Addition:**

1. Letter from Smoky Lake Lions Club Re: 2018 Paralympics, Athlete Derek Zaplotinsky.

Carried Unanimously.

**3. Minutes:**

No Minutes.

**4. Request For Decision:**

**Policy Statement No. 03-25-08: Sale of Gravel or Sand**

Discussion was held that included the following points:

- When the gravel is wet while crushed, the percentage of moisture is taken off the total amount before the crushers get paid.
- The percentage/weight of moisture is not considered in a load of gravel use for roads, so essentially the tonnage of actual gravel may be less.

- Possibly investigate further gravel exploration options.
- Suggest the royalty be reduced to \$5 and sand reduced to \$1.

302-18: Cherniwchan That Smoky Lake County amend **Policy Statement No. 03-25-09: Sale of Gravel or Sand:**

<b>Title:</b> Sale of Gravel or Sand		<b>Policy No.:</b> 25-09
<b>Section:</b> 03	<b>Code:</b> P-1	<b>Page No.:</b> 1 of 2
<b>Legislation Reference:</b> Alberta Provincial Statutes.		
<b>Purpose:</b> To provide a guideline for the sale of Gravel or Sand Material.		
<b>Policy Statement and Guidelines:</b>		
<p>The County will sell on an annual basis the equivalent of a maximum <b>115 tonnes</b> total per resident household of Gravel and/or Sand material to be used within the Smoky Lake County boundaries.</p> <p>1. At the current commodity price of royalty, crushing cost, reclamation, loading, and hauling:</p>		
<b>GRAVEL</b>		
<b>Per Tonne</b>	<b>Ratepayers</b>	<b>Others</b>
Royalty	\$ 5.00	\$ 6.00
Crushing Cost	\$12.00	\$12.00
Reclamation	\$ 2.00	\$ 2.00
Loading	\$ 0.00	\$ 2.00
Hauling	\$15.00	
<b>TOTAL</b>	<b>Tandem: \$34.00</b>	<b>\$ 22.00</b>
<b>SAND</b>		
<b>Per Tonne</b>	<b>Ratepayers</b>	<b>Others</b>
Royalty	\$ 1.00	\$ 3.00
Reclamation	\$ 2.00	\$ 2.00
Loading	\$ 0.00	\$ 2.00
Hauling	\$ 15.00	
<b>TOTAL</b>	<b>Tandem: \$18.00</b>	<b>\$ 7.00</b>
<b>Effective: March 1, 2018</b>		

<b>Policy Statement and Guidelines:</b>
<p>2. The County will haul the material at the current uniform price.</p> <p>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.</p> <p>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.</p> <p>5. County projects requiring Gravel and Sand Hauling are first priority.</p> <p>6. The County may not sell gravel to customers with a history of delayed or non Payment as per <b>Policy Statement No. 08-02: Accounts Receivable Collection.</b></p> <p>7. Smoky Lake County implement a two-day per week schedule: Tuesday and Thursday, between the time of 9:00 a.m. to 3:00 p.m., beginning June 1<sup>st</sup> to September 30<sup>th</sup> of each current year for Private/Public Gravel Haulers' gravel pick up service at White Earth Creek Gravel Pit, located on lands legally described as NW 02-61-18-W4.</p>

Carried.

**Bylaw No. 1309-18: Tax Penalty Bylaw**

303-18: Orichowski That Bylaw No. **1309-18: Tax Penalty**, to authorize the rates of penalties to be applied against unpaid taxes within the Municipality of Smoky Lake County, be given **FIRST READING.**

Carried.

Moved by Councillor Gawalko that Bylaw No. **1309-18: Tax Penalty**, to authorize the rates of penalties to be applied against unpaid taxes within the Municipality of Smoky Lake County, be given the **SECOND READING.**

Carried.

Moved by Councillor Halisky that Bylaw No. **1309-18: Tax Penalty**, to authorize the rates of penalties to be applied against unpaid taxes within the Municipality of Smoky Lake County, be given **PERMISSION** for **THIRD AND FINAL READING**.

Carried Unanimously.

Moved by Councillor Cherniwchan that Bylaw No. **1309-18: Tax Penalty**, to authorize the rates of penalties to be applied against unpaid taxes within the Municipality of Smoky Lake County, be given the **THIRD and FINAL READING** and that the Reeve and the Chief Administrative Officer are hereby authorized to fix their signatures to all necessary documents and that the corporate seal also be fastened where it is deemed to be necessary; and will be in effect **November 1, 2018**.

Carried.

**Policy Statement No. 03-39-12: Dust Control**

304-18: Orichowski

That Smoky Lake County amend **Policy Statement No. 03-39-12: Dust Control**:

<b>Title: Dust Control</b>		<b>Policy No.: 39-12</b>	
<b>Section: 03</b>	<b>Code: P-R</b>	<b>Page No.: 1 of 6</b>	<b>E</b>

<b>Legislation Reference:</b>	Municipal Government Act
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<b>Purpose:</b>	To specify guidelines for the provision of dust control suppression applications to areas of municipal roadways adjacent to residences.
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<b>Policy Statement and Guidelines:</b>	
<b>1. STATEMENT:</b>	
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.
<b>2. DEFINITIONS:</b>	
2.1	<b>Blade Mix Oil:</b> Mineral substance agent mixed with gravel to be on road surface for dust suppression.
2.2	<b>MG-30 (Magnesium Chloride):</b> A treatment agent for road surface that can be applied for dust suppression.
2.3	<b>Dust Control:</b> Measures to suppress dust on roads in front of residence.
2.4	<b>Exceptional Roads:</b> Active and high usage arterial and feeder gravel roads.
2.5	<b>Haul Roads:</b> Designated roads used regularly for hauling purposes.

**Policy Statement and Guidelines:**

**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** - 2 ½ inch thickness for **\$3,000.00**; and a fee for **MG-30** of **\$850.00** with two applications of treatment and application.

BLADE MIX OIL			MG-30 (MAGNESIUM CHLORIDE)			
County Cost		2 ½"	County Cost		1 <sup>st</sup> Application	2 <sup>nd</sup> Application
Gravel 1	128 Tonne of ¾" at \$21.00	\$2,688.00	30 Tonne of 1" at \$21.00	\$ 630.00	\$ 0.00	
<b>Total</b>	<b>Material</b>	<b>\$2,560.00</b>	<b>Material</b>	<b>\$ 600.00</b>	<b>\$ 0.00</b>	
Equipment 2	Tandem Oil Truck: 2.5 hours at \$110.00	\$ 275.00	Water Truck: 2.0 hours at \$110.00 1.0 hour at \$110.00	\$ 220.00	\$ 110.00	
	Graders: Grader 1: 3.0 hours at \$191.00 Grader 2: 2.0 hours at \$191.00	\$ 573.00 \$ 382.00	Grader: 2.5 hours at \$191.00 1.0 hour at \$191.00	\$ 477.50	\$ 191.00	
	Double Drum Packer: 1.5 hours at \$160.00	\$ 240.00	Smooth Drum Packer: 1.5 hours at \$110.00	\$ 165.00		
<b>Total</b>	<b>Equipment</b>	<b>\$ 1,470.00</b>	<b>Equipment</b>	<b>\$ 862.50</b>	<b>\$ 301.00</b>	
Labour <sup>3</sup>	Oil Truck Operator 2.5 hours at \$ 34.01	\$ 85.02	Water Truck Operator 2.0 hours at \$ 34.01 1.0 hour at \$ 34.01	\$ 68.02	\$ 34.01	
	Grader Operator 1: 3.0 hours at \$34.01	\$ 102.03	Grader Operator 1: 2.5 hours at \$34.01 1.0 hour at \$34.01	\$ 85.02	\$ 34.01	
	Grader Operator 2: 2 hours at \$34.01	\$ 68.02	Smooth Drum Packer Operator: 1.5 hours at \$27.04	\$ 40.56		
	Double Drum Packer Operator: 1.5 hours at \$27.04	\$ 40.56				
<b>Total</b>	<b>Labour</b>	<b>\$ 295.63</b>	<b>Labour</b>	<b>\$ 193.60</b>	<b>\$ 68.02</b>	
	<b>Sub-Total</b>	<b>\$ 4,453.63</b>	<b>Sub-Total</b>	<b>\$ 1,686.10</b>	<b>\$ 369.02</b>	
Oil 4	7040 Litres at \$0.48	\$ 3,801.60	2135 Litres at \$0.23 1600 Litres at \$0.23	\$ 533.75	\$ 400.00	
Project	Oil Dust Control Project: 500 ft application	3 hours	MG-30 Dust Control Project: 500 ft application	2.5 hours	1 hour	
<b>Total</b>	<b>PROJECT COST</b>	<b>\$ 8,255.23</b>	<b>PROJECT COST</b>	<b>\$ 2,219.85</b>	<b>\$ 768.02</b>	
<b>Total</b>	<b>Residence: Fee</b>	<b>\$3,000.00</b>	<b>Residence: Fee</b>	<b>\$ 850.00</b>	<b>\$ 0.00</b>	

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 23% for payroll costs and benefits.  
4 Oil/MG30: Costs are the estimated purchase cost.  
Overhead: Has not been allocated. Overhead is the cost that the county you 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/MG-30).  
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 1<sup>st</sup> of each year. Minimum of two advertisements: one in the Month of February and one in the Month of March of the current year.

**Policy Statement and Guidelines:**

- 3.3 The resident will have their choice of MG-30 or blade mix oil as dust control suppressant.
- 3.4 MG-30 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 **MG-30 or Blade Mix Oil** suppressant applications.

Policy Statement and Guidelines:	
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 MG-30 to the road.
<b>6. PRIVATE RESIDENTIAL DRIVEWAYS:</b>	
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 <i>Policy Reference – Policy 03-15: Road Policy</i> .
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 <i>Policy Reference – Policy 03-14: Haul Road Agreement</i> .

Section 03



Schedule "A"

Policy 39-12

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:	_____ Quarter	_____ Section	_____ Township	_____ Range	W4
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: \$ 3,000.00
- MG-30 Dust Control Suppressant \$ 850.00
- 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 MG-30** 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 MG-30 to the road.

Section 3

Policy 39-12

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			MG-30		
County Cost		2 1/2"	County Cost		1 <sup>st</sup> Application
Total	PROJECT COST	\$ 8,255.23	PROJECT COST	\$ 2,213.83	\$ 769.02
Total	Residence: Fee	\$3,000.00	Residence: Fee	\$ 850.00	\$ 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 suppression 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

Applicant

SMOKY LAKE COUNTY

Per:

DUST CONTROL

Page 6 of 6.

Carried.

**Gravel for Approaches within the County**

305-18: Halisky

That Smoky Lake County Public Works Manager research and bring forward a costs estimate for providing one tandem or tridem load of 1" gravel to every access approach within the County, excluding hamlets.

Carried.

**Policy Statement No. 03-35-10: Snow Clearing**

306-18: Cherniwchan

That Smoky Lake County amend **Policy Statement No. 03-35-10: Snow Clearing:**

<b>Title:</b> Snow Clearing	<b>Policy No.:</b> 35-10
<b>Section:</b> 03	<b>Code:</b> P-R
	<b>Page No.:</b> 1 of 5
	<b>E</b>
<b>Legislation Reference:</b> Municipal Government Act	
<b>Purpose:</b> To set standards and direction for clearing snow from County roads to keep traffic moving.	
<b>Policy Statement and Guidelines:</b>	
<p><b>1. OBJECTIVE</b>                  The County's objective is to have its roads in a condition where traffic is moving for most residents within a 48 hour working man hours following any winter weather event.</p> <p>1.1 The severity of winter weather events may vary from one part of the County to another requiring redeployment of snow clearing equipment.</p> <p>1.2 Mechanical failure or safety consideration may interrupt snow clearing.</p>	
<p><b>2. DEFINITIONS</b></p> <p>2.1 <b>Winter Weather Event:</b> is defined as any combination of snow and wind that does not stop traffic from moving.</p> <p>2.2 <b>Severe Winter Weather Event:</b> is any combination of snow and wind that is predicted by Environment Canada to disrupt traffic or that occurs and disrupts traffic in the County and has been declared by the Chief Administrative Officer.</p> <p>2.3 <b>Eligibility to purchase a Flag:</b> must not be in conflict with Section 6.2.3</p> <p>2.4 <b>Eligibility for a Senior or Handicapped:</b> seniors or handicapped is defined as having as least one person over age 65 or handicapped. Proof of age and/or handicap must be provided.</p> <p>2.5 <b>Private Residential Driveways:</b> are defined as the most direct route commonly used by a household between the nearest County road and the residence.</p> <p>2.6 <b>Safety Consideration:</b> Provisions as per Worker's Compensation Board and Union Collective Agreements.</p>	

Policy Statement and Guidelines:
<p><b>3. SNOWPLOWING GUIDELINES</b></p> <p><b>Winter Weather Events:</b></p> <ul style="list-style-type: none"><li>3.1 Snowplowing will be initiated by the instruction of the Public Works Manager.</li><li>3.2 Grader operators will start snow clearing operations at a different point in their grader beat for each event where practical, to ensure that the same citizens are not always last to be served.</li><li>3.3 Grader operators will proceed to clear the roads in a systematic manner as directed by the Public Works Manager.</li><li>3.4 Truck plow(s) and/or tractor(s) will be deployed to main road, hamlets and subdivisions and private residential driveways in that order of priority.<ul style="list-style-type: none"><li>3.4.1 Following a snowfall, snow will be cleared around any vehicles parked that are parked on the street.</li></ul></li><li>3.5 Equipment operators will minimize snow berms across private driveways.</li><li>3.6 Roads may initially be opened only one way if needed to meet the objective of 48 hour working man hours of getting traffic moving.</li><li>3.7 Snow clearing equipment may be moved into areas of the County where conditions are more severe, once traffic is moving within a grader beat.</li><li>3.8 Management will prepare itself to keep equipment operating as continuously as possible without compromising the safety of County workers.</li></ul> <p><b>Severe Winter Weather Events:</b></p> <ul style="list-style-type: none"><li>3.9 A severe weather event will be declared by the Chief Administrative Officer in consultation with the Public Works Manager and the Public Works Road Foreman.</li></ul>
<p><b>4. COMMUNICATIONS</b></p> <ul style="list-style-type: none"><li>4.1 Management will communicate situation reports to Councillors and emergency service providers by phone or e-mail during winter weather events.</li><li>4.2 Management will provide consistent information to concerned citizens on demand, particularly in regards to expectations for road openings and current operational priorities.</li><li>4.3 Communications from Councillors and residents should be directed to the Public Works Department, where requests for snow clearing will be prioritized.</li></ul>

Policy Statement and Guidelines:
<ul style="list-style-type: none"><li>4.4 Direct communications to request service by residents to snow clearing equipment operators are strongly discouraged and may result in the loss of priority.</li><li>4.5 The terms and conditions for snow clearing private residential driveways shall accompany each flag.</li></ul>
<p><b>5. PUBLIC SERVICES</b></p> <ul style="list-style-type: none"><li>5.1 Community halls, church yards, and cemeteries will be cleared by request and at no cost subject to availability of equipment and operators.</li><li>5.2 Snow clearing will be given high priority at no cost for the emergent situations of medical emergencies and funerals.</li></ul>
<p><b>6. PRIVATE RESIDENTIAL DRIVEWAYS</b></p> <ul style="list-style-type: none"><li>6.1 County residences are encouraged to make private arrangements to clear snow from their driveways.</li><li>6.2 The County provides snow clearing services to Smoky Lake County residents for their residential driveways under the following terms and conditions:<ul style="list-style-type: none"><li>6.2.1 The resident buys and posts a flag at the entrance to his/her driveway well before County snow clearing equipment is expected.</li><li>6.2.2 Areas considered too narrow or close to buildings or other possible hazards to the safe use of the equipment as determined by the equipment operator will not be eligible for snow clearing.</li><li>6.2.3 Snow clearing on private residential driveways will take place after all County roads.</li></ul></li><li>6.3 Flags may be purchased at the County Shop and various other locations as determined from time to time.</li><li>6.4 Eligible general public individuals may buy a <b>FLAG</b> for the cost of <b>\$250.00</b>, entitling the purchaser to snow clearing for the full winter season, prior to October 31. After October 31, the cost of the flag will be <b>\$300.00</b>.</li></ul>

**Policy Statement and Guidelines:**

- 6.5 Eligible seniors and handicapped individuals may buy a **FLAG** for the cost of **\$100.00**, entitling the purchaser to snow clearing for the full winter season, prior to October 31. After October 31, the cost of the flag will be **\$125.00**.
- 6.6 Communications from Councillors and residents should be directed to the Public Works Department where requests for snow clearing will be prioritized.
- 6.7 All flags purchasers must sign a **“Hold Harmless Agreement – Schedule A”**. Each Agreement shall clearly indicate:
  - 6.7.1 The name of the purchaser(s).
  - 6.7.2 The title of the document proving age or handicap when required.
  - 6.7.3 The legal description for the location where snowplowing is requested.
  - 6.7.4 The serial number(s) of the flag(s) sold.
- 6.8 Under the exceptional circumstances approved the Public Works Manager/ Public Works Foreman, a resident may buy the flag, sign and back-date the **Hold Harmless Agreement** after the County has cleared snow from a private residential driveway.
- 6.9 After **December 15<sup>th</sup>** no flags will be sold for the current year. Residents of the County may contract the County for snow clearing beyond private residential driveways at an hourly rate based on full cost recovery to the County using Alberta Road Builders Rates, subject to the availability of snow clearing equipment.

Section 03

Policy 35-10



**Schedule “A”**

**HOLD HARMLESS AGREEMENT  
FOR USE IN CONNECTION WITH CUSTOM WORK OF SNOW CLEARING**

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

Landowner  Renter

Legal Land Description:	_____	_____	_____	_____	W4
	Quarter	Section	Township	Range	
Legal Address:	_____				Sub-division Name: _____
Flag Number:	_____	Cost:	_____		

**WHEREAS** the Landowner has requested that the Municipality be allowed to enter the property to snow clear, upon the terms and conditions as per **Policy 03-35: Snow Clearing**.

Snow will be cleared along the most direct route commonly used to access the residence, including the turn-around in the yard where safe to do so, conditional upon minimum **6 inches** of snow.

**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 to my property by reason of the performance of the said work of snow clearing, whether such loss or damage is the result of the negligence of any servant, agent, or employee of the said municipality, or otherwise.

**IN WITNESS WHEREOF** has hereunto set their hand and the day and year first above written.

SIGNED \_\_\_\_\_ } **SMOKY LAKE COUNTY**  
Landowner }  
Per: \_\_\_\_\_

Carried.



**Asphalt Batch Plant**

307-18: Cherniwchan

That Smoky Lake County Council acknowledge receipt of the information provided by administration, as requested by Smoky Lake County Council in regard to the cost of a new and used Asphalt Batch Plant be filed for information.

Carried.

**Three-Year Road Plan**

The Three Year Road Plan identifies and prioritizes the roadway improvements required.

Various types of road work affects the budget in different ways. The labour, equipment, and gravel costs are already included in the overall budget so they do not require an extra cash payout. Asphalt, oil, fibermat, and contractor costs require additional cash because they are purchases outside of the organization. For example it costs \$20,010 per mile of road rehab and \$19,900 per mile of MG-30. The road rehab uses all our own resources, but the MG -30 requires the purchase of product for \$9,800.

The limiting factor for road rehabilitation/base stabilization is time. The length of our summer season restricts how much can be achieved.

For these reasons, the road plan needs to be a careful balance of Oil Treatment/Paving, Fibermat/Micro Surface, Rehabilitation/Base Stabilization, Construction, and Graveling.

In 2017, we had to remove oiling and construction projects in order to achieve a balanced budget. Administration is proposing that this trend be carried forward and have developed a draft plan with reduced fibermat, oil, and contract road work.

We are expecting to receive MSI Capital funding of \$964,000 to be used towards the road projects and \$457,250 to be used towards grading. \$334,000 will be carried over from the 2017 road plan. Because we rely so heavily on the MSI Capital and don't know if the program will be extended beyond 2019, administration is recommending that we contribute \$200,000 to reserves to start a fund for future road projects.

308-18: Cherniwchan

That Smoky Lake County Council defer the 2018 Three-Year Road Plan to allow administration to adjust the costs as discussed, to the next scheduled County Budget meeting.

Carried.

**Meeting Recessed**

Meeting recessed for Lunch, time 12:10 p.m.

**Meeting Reconvened**

The meeting reconvened on a call to order by Reeve Craig Lukinuk at 1:01 p.m. in the presence of all Council, the Chief Administrative Officer, the Assistant Chief Administrative Officer, Finance Manager, Public Works Manager, Communications Manager, Fire Chief, Agricultural Fieldman, Natural Gas Manager, Environmental Operations Manager, Public Works Shop Foreman, Safety Officer and Recording Secretary.

**Five-Year Capital Budget**

The Five Year Capital Budget identifies the capital projects to be budgeted for in 2018, 2019, 2020, 2021 and 2022.

The proposed budget has changed to include the Communications Tower (which will be fully funded through the communication reserve), as well as the projects that were outstanding from 2017 and carried forward. (the funding for these projects is also carried forward so that they do not affect the funds required in 2018)

The Capital budget (excluding bridges) will total \$2,894,800 in 2018.

It consists of: <b>2017 Projects carried to 2018</b>	<b>\$ 368,500</b>
<b>Replacement</b>	<b>\$1,439,300</b>
<b>Bridge Projects</b>	<b>\$ 458,750</b>
<b>New Project/Assets</b>	
Washer/Dryer for Fire Departments	\$15,000
Wobly Packer	30,000
Tractor/Mower/Trailer for landfill	25,000
Credit Card Reader for Spedden/Bellis	20,000
Line Locator for Gas Department	5,000
Communications Tower (estimate)	120,000
	<b>\$397,000</b>
<b>Transfer to reserve for future</b>	
Admin Building (major repairs)	50,000
Nuisance Ground Reclamation	75,000
Warspite RV Park development	100,000
Fire Equipment Replacement	10,000
Fire Truck	100,000
Fire Equipment Storage Shop	25,000
Air Bottle Replacement	5,000
Grader	300,000 *
Garbage Truck	25,000
	<b>\$690,000</b>

\*We have been replacing a grader every year, however the price is increasing so dramatically (in 2012 \$465,000 vs current \$600,000) that management is recommending that we replace a grader every second year and use 2 years to collect enough funds.

The Capital budget will be funded by:

Using	\$ 1,049,000 reserves
	\$ 515,563 grants
	\$ 110,000 expected proceeds from asset sales
	\$1,678,987 property tax revenue
	This is \$1,006,309 more than 2016
	A 1% increase in property taxes = approximately \$120,000

Future years will also require an increased amount of property tax revenue to fund capital

2019	\$1,744,673
2020	\$2,882,653
2021	\$1,561,768
2022	\$2,169,043

309-18: Gawalko

That County Council adopt the 2018 – 2022 Capital/Project Budgeted expenditures for Smoky Lake County in the amounts of \$2,462,300 for Year 2018, \$1,750,855 for Year 2019, \$3,303,154 for Year 2020, \$2,152,582 for Year 2021, and \$2,584,120 for Year 2022.

Carried.

**2018 Total Function Budget**

Following Council motion to increase tax revenue only by 3% as well as the motions to use the surplus towards 2018 budget, results in a budgeted deficit of \$459,826.

Smoky Lake County is required by legislation to create a balanced budget. In order to do so, we will need to increase total tax revenue more than 3%. In the 2017-2019 financial plan, it was forecasted that we would need to increase taxes by 14% in 2018. Through careful budget review and evaluating needs for capital, administration has been able to reduce the recommended increase to 7% (assuming no change in requisitions). It will

be dependent on the final assessment (expected March). Operating costs have been held to an increase of only 1%. This is lower than inflation. It is the need to invest in infrastructure and equipment replacement that results in the need for more revenue. The capital budget includes projects identified as important as well as required equipment replacement.

310-18: Orichowski That Smoky Lake County Council defer the 2018 Total Function Budget for Smoky Lake County to the next scheduled County Budget Meeting.

Carried.

**Addition to the Agenda:**

**Para-Nordic Skier Derek Zaplotinsky - 2018 Winter Paralympics**

311-18: Orichowski That Smoky Lake County donate in the amount of \$2,000.00 to the Smoky Lake Resident and para-nordic skier: Derek Zaplotinsky for his participation in the 2018 Winter Paralympics in Pyeochang, South Korea; and challenge the Town of Smoky Lake to match the County's donation, in response to the letter received from Brenda Adamson, Secretary of the Smoky Lake lions Club, dated February 5, 2018, challenging Smoky Lake County to match the Smoky Lake Lions Club's donation of \$1,000.00.

Carried.

**5. Issues For Information:**

No Issues for Information.

**6. Correspondence:**

No Correspondence.

**7. Delegation:**

No Delegation.

**Next Meeting:**

**County Council Budget Meeting**

312-18: Lukinuk That a **County Council Budget Meeting** be scheduled for Friday, **March 23, 2018** at 9:00 a.m. in County Council Chambers.

Carried.

**Adjournment:**

313-18: Lukinuk That this meeting be adjourned, time 3:30 p.m.

Carried.

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REEVE

**S E A L**

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CHIEF ADMINISTRATIVE OFFICER