

SMOKY LAKE COUNTY

Minutes of the **County Council Budget Meeting** held virtually online on **Thursday, September 10, 2020** starting at 9:16 A.M. held in County Council Chambers and virtually online through Electronic Communication Technology: Zoom Meeting.

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

ATTENDANCE		
<u>Div. No.</u>	<u>Councillor(s)</u>	<u>Thursday, Sept.10, 2020</u>
1	Dan Gawalko	Present in Chambers
2	Johnny Cherniwchan	Present in Chambers
3	Craig Lukinuk	Present in Chambers
4	Lorne Halisky	Present in Chambers
5	Randy Orichowski	Present in Chambers
Interim CAO	Lydia Cielin	Virtually Present
Finance Manager	Brenda Adamson	Present in Chambers
Legislative Svcs/R.S.	Patti Priest	Virtually Present

Members of Administrative Staff in attendance:

Doug Ponich – Public Works Manager	Virtually Present
Dave Kully – Public Works Shop Foreman	Virtually Present
Bob Novosiwsky – Public Works Foreman	Absent
Trevor Tychkowsky – Safety Officer	Virtually Present
Ed English – Peace Officer/Rec. Manager	Virtually Present
Jordan Ruegg, Planning & Dev. Manager	Absent
Kyle Schole, Planning & Dev. Assistant	Virtually Present
Carleigh McMullin – Ag. Fieldman	Virtually Present
Evonne Zukiwsky – Communications Tech.	Virtually Present
Carole Dowhaniuk – GIS Tech.	Virtually Present
Scott Franchuk – Fire Chief	Virtually Present
Spencer Kotylak – Deputy Fire Chief	Virtually Present
Dave Franchuk – Env. Operations Manager	Virtually Present
Daniel Moric –Natural Gas Manager	Virtually Present
Michelle Wright – Comm. Ec. Dev. Officer	Virtually Present

No Members of the Media were in attendance.

No Members of the Public were in attendance.

2. Agenda:

1128-20: Halisky

That the Smoky Lake County Council Budget Meeting Agenda for Thursday September 10, 2020 be adopted, as amended:

Addition to the Agenda:

1. Chief Administrative Officer Employment Contract.

Carried Unanimously.

3. Minutes:

No Minutes.

4. Request for Decision:

Year-2021 Budget Guidelines

Policy Statement No. 08-11-01 provides the guidelines for the budget process. The first step in budget creation is to get an understanding of Council's expectations for 2021 and future years. Items that need to be discussed are:

- ❖ **Expected changes to service levels**
- ❖ **Cost of Living increase for salaries**
- ❖ **The policies that council would like reviewed with budget implications.**
- ❖ **The priorities for the three-year road plan**
- ❖ **The Municipal Tax Rate**
 - ✓ **Proposed assessment changes**
- ❖ **Funding three major commitments currently under discussion**
 - ✓ **Capital Contribution to new HAK School \$360,000**
 - ✓ **Investment in Victoria District Economic Development (proposed) \$600,000**
 - ✓ **Administration Building Capital repairs \$800,000 - \$2,300,000**

These guidelines along with the Strategic Plan and Budget Meetings will be used to compile the three-year road plan, capital budget, and operating budget, and the five-year financial plan.

- The Canadian Consumer Price Index (CPI) for July 2020 is 0.1% and for Alberta it is 0.9%. Gasoline is one of the main contributors to the higher CPI this year.
- Residential assessment is based on market value as at July 2020. We would estimate that overall, the residential assessment to experience only minimal changes.
- Non-residential, industrial, machinery/equipment, and linear assessments continue to be a concern. Although the Minister of Municipal Affairs has "paused" the approvals for proposed changes, it is not yet known for how long. In light of this uncertainty, we should have a discussion regarding what we should begin the initial budget with.
- Contracts with IOE 955 will be negotiated this fall. We are asking council for an estimate to incorporate into the budget.
- In 2020 Council has not directed any changes to services or programming, however, there have been discussions and concerns raised. If Council is thinking of changes, now is the time to look at how they will affect the budget.

There are many factors that will affect the 2021-2025 budgets including the union negotiations. The guidelines provided by council today will be used as a starting point to build a plan and budget for 2021, 2022, 2023, 2024, and 2025. Over the next three months, as more numbers become firm, they will be adjusted in the budget. In April, once we have the final assessment numbers and the school requisitions, we will be able to provide what will be the final budget for 2021 and then produce a 5-year plan.

One Member of the Public virtually joined the meeting, time 10:57 a.m.

Council Discussion

Council held discussion in regards the Year-2021 Budget guidelines including but not limited to, or committed to, the following considerations:

- The priorities in the three-year road plan may be reviewed a later date.
- Policies in respect to levels of service and associated fees/costs will be examined.
- The new Smoky Lake School capital contribution should be funded from the General Surplus.
- The new Regional Fire Department storage building should be funded from the Fire Reserves.

- The Victoria District Economic Development Strategic Plan Implementation should be funded through borrowing.
- The budget for beaver trapping should be increased for a 6-month beaver trapper and 4-month secondary trapper.
- Other possible considerations:
 - utilizing a portion of the Take-it-or-Leave-it Shed as a sheltered used oil storage area,
 - water rescue equipment,
 - the County's Anniversary 60th,
 - Municipal scheduled for Election 2021,
 - Possibility of the Vilna Amalgamating, and
 - Replacement of the Council Chambers sound system.

Meeting Recessed Meeting recessed for Lunch, time 12:07 p.m.

Meeting Reconvened The meeting reconvened on a call to order by Reeve Craig Lukinuk at 12:48 p.m. in the presence of all Council members, the Interim Chief Administrative Officer, Finance Manager, Planning and Development Assistant, Communications Technician, Agricultural Fieldman, Public Works Shop Foreman, Fire Chief, Deputy Fire Chief, Park and Recreation Manager/Peace Officer, Natural Gas Manager, GIS Technician, Community Economic Development Officer, Recording Secretary, and One Member of the Public.

Policies for Review

1129-20: Halisky

That Smoky Lake County Council review the following Policy Statements and Bylaw in respect to levels of service and associated fees/costs, at the next scheduled Policy Committee Meeting:

- 03-25-10: Sale of Gravel or Sand,
- 03-35-11: Snow Clearing,
- 61-05-04: Planning and Development Fees, and the
- Land Use Bylaw in respect to make-shift campgrounds and amount of RV permissible at County Resorts.

Carried.

Addition to the Agenda:

Chief Administrative Officer Employment Contract

1130-20: Orichowski

That Smoky Lake County engage the County Solicitor: Brownlee LLP to prepare a Chief Administrative Officer Employment Contract in anticipation of hiring a new Chief Administrative Officer for Smoky Lake County.

Carried.

County Main Office - Building Assessment

1131-20: Cherniwchan

That Smoky Lake County Administration bring forward, for the purpose of preparing the Year-2021 Budget, an estimated Year-2021 cost, in respect to the recommendations of necessary, major and minor repairs to be completed within 10-Years on the County's Main Office Building Structure, located at 4612 McDougall Drive, Smoky Lake, as outlined in the Building Assessment report prepared by Associated Engineering Ltd., dated November 2018, titled: "County Office Building Assessment Smoky Lake, Alberta".

Carried.

8. Executive Session:

No Executive Session.

6. Correspondence:

No Correspondence

Adjournment:

1132-20: Lukinuk

That the Smoky Lake County Council Budget Meeting of September 10, 2020, be adjourned, time 1:08 p.m..

Carried.

REEVE

S E A L

CHIEF ADMINISTRATIVE OFFICER