

**SMOKY LAKE COUNTY**

Minutes of the **County Council Budget Meeting** held on **Thursday, November 26, 2020** starting at 9:09 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:

| <b>ATTENDANCE</b>     |                      |                               |
|-----------------------|----------------------|-------------------------------|
| <u>Div. No.</u>       | <u>Councillor(s)</u> | <u>Thursday, Nov.26, 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           |
| CAO                   | Gene Sobolewski      | Present in Chambers           |
| Assistant CAO         | Lydia Cielin         | Virtually Present             |
| Finance Manager       | Brenda Adamson       | Virtually Present             |
| Legislative Svcs/R.S. | Patti Priest         | Virtually Present             |

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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 | Absent            |
| Jordan Ruegg, Planning & Dev. Manager   | Virtually Present |
| Kyle Schole, Planning & Dev. Assistant  | Virtually Present |
| Carleigh McMullin – Ag. Fieldman        | Virtually Present |
| Evonne Zukiwski – Communications Tech.  | Virtually Present |
| Carole Dowhaniuk – GIS Tech.            | Virtually Present |
| Scott Franchuk – Fire Chief             | Virtually Present |
| Dave Franchuk – Env. Operations Manager | Virtually Present |
| Daniel Moric –Natural Gas Manager       | Virtually Present |

One Member of the Media: Smoky Lake Signal, was in attendance.

No Members of the Public were in attendance.

**2. Agenda:**

122-20: Orichowski

That the Smoky Lake County Council Budget Meeting Agenda for Thursday November 26, 2020 be adopted, as amended:

**Additions to the Agenda:**

1. COVID-19 Temporary Restricted Office Hours Open to Public.
2. Discussion: COVID-19 Measures Relating to Fire Permits.

Carried Unanimously.

**3. Minutes:**

No Minutes.

**4. Request for Decision:**

**Three Year Road Plan**

123-20: Orichowski

That Smoky Lake County Council **defer** further discussion of Policy Statement No. 03-18: 2021-2023 Three-Year Road Plan, for the purpose of incorporating a **Five-Year** Road Plan and possibly deferring the following Year-2021 Road Projects to Year-2022:

- Project No. R2112: Township Road 592 between Range Road 145 and Range Road 150 for 1.0 Mile at an estimated cost in the amount of \$22,000.00, and
- Project No. R2122: Township Road 592 between Range Road 142 and Range Road 143 for 1.0 Mile at an estimated cost in the amount of \$22,000.00,

to a future Budget Meeting.

Carried.

Jen Plamondon, P.Eng. Project Engineer, Associated Engineering Alberta Ltd., virtually joined the meeting, time 9:49 a.m.

Sara Wadlow, P.Eng. P.Eng. Project Manager, Associated Engineering Alberta Ltd., virtually joined the meeting, time 9:51 a.m.

**7. Delegation:**

**Associated Engineering Alberta Ltd.**

Virtually Present before Council from 9:51 a.m. to 10:21 a.m., was Jen Plamondon, P.Eng. Project Engineer, and Sara Wadlow, P.Eng. Project Manager, both of Associated Engineering Alberta Ltd. to discuss and present the Bridge Priority Plan for Years 2021-2025.

**Five-Year Bridge Priorities Program**

124-20: Orichowski

That Smoky Lake County Council approve the Bridge Priority Plan for Years 2021-2025, and acknowledge the bridge plan for Year-2020 in the amount of \$602,000.00 which was funded through the Strategic Transportation Infrastructure Program (STIP) and the Federal Gas Tax (FGT) fund, will be carried over to Year-2021 as there were not enough bids received for the bridge projects; and proceed to apply for the Year-2021 STIP funding for the following bridges:

| Bridge File #<br>BF | Location  | Sufficiency/<br>Structural<br>Rating | Investigations / Inspections / Design Status   |
|---------------------|---|--------------------------------------|--|
| 13398               | NW 07-60-12-W4M<br>Range Road 130<br>South of Township<br>Rd.602  | 44.9%/27.78%<br>(29-July-2020)       | - Preliminary Design completed in April 2016<br>- STIP application submitted in 2018 denied<br>- <b>STIP application to be submitted 2020</b><br>- <b>Replace 2021</b>                                     |
| 01772               | NW 22-58-15-W4M<br>Range Road 153<br>South of Township<br>Rd. 584 | 48.9%/38.9%<br>(26-Apr-2018)         | - Preliminary Design completed in April 2016<br>- STIP application submitted in 2018 denied<br>- <b>STIP application to be submitted 2020</b><br>- <b>Replace 2021</b>                                     |
| 72828               | NW 13-60-13-W4M<br>Range Road 131<br>North of Township<br>Rd. 602 | 59.0%/38.9%<br>(11-Aug-2017)         | - L2 Timber Coring Completed in 2010<br>- L2 Timber Coring Completed in 2019<br>- Assessment completed 2019<br>- <b>STIP application to be submitted 2020</b><br>- <b>Major Bridge Rehabilitation 2021</b> |
| 00849               | NW 33-58-19-W4M<br>Township Rd. 585A<br>East of Highway<br>831    | 48.2%/38.9%<br>(18-Feb-2016)         | - Timber Coring completed 2010<br>- Timber Coring completed 2019<br>- Assessment letter updated 2019<br>- <b>STIP application to be submitted 2020</b><br>- <b>Major Bridge Rehabilitation 2021</b>        |
| 70923               | NW 20-59-15-W4M<br>Range Road 155<br>North of Highway<br>28       | 48.2%/38.9%<br>(18-Feb-2016)         | - L2 Timber Coring Completed in 2010<br>- L2 Timber Coring Completed in 2019<br>- Assessment completed 2019<br>- <b>STIP application to be submitted 2020</b><br>- <b>Bridge Rehabilitation 2021</b>       |

Carried.

Jen Plamondon, P.Eng. Project Engineer, Associated Engineering Alberta Ltd., virtually left the meeting, time 10:21 a.m.

Sara Wadlow, P.Eng. Project Engineer, Associated Engineering Alberta Ltd., virtually left the meeting, time 10:21 a.m.

One member of the Public virtually joined the meeting, time 11:05 a.m.

One member of the Public virtually joined the meeting, time 11:47 a.m.

### Draft Capital Budget

The Finance Manager presented the following Draft Capital Budget:

The Five-Year Capital Budget identifies the capital projects to be budgeted for in 2021, 2022, 2023, 2024, and 2025.

The **PROPOSED** 2021 plan will be funded by:

|  |                    |
|--|--------------------|
| TOTAL FROM RESERVES                    | \$1,321,000        |
| TOTAL FROM GRANTS                      | 1,100,000          |
| TOTAL FROM SALE OF ASSETS              | 218,500            |
| <b>TOTAL FROM MUNICIPAL OPERATIONS</b> | <b>\$1,642,000</b> |
| TOTAL FROM GAS OPERATIONS              | 125,000            |

It consists of:

|   |                    |
|---|--------------------|
| <b>Vehicle Replacement</b>                          | <b>842,000</b>     |
| <b>Equipment Replacement</b>                        | <b>1,664,000</b>   |
| <b>Building/Structure (new and capital repairs)</b> | <b>1,183,000</b>   |
| <b>New Project/Assets</b>                           |                    |
| Finance Software                                    | 280,000            |
| Mons Lake Beach                                     | 20,000             |
| Heritage Signs                                      | 15,000             |
| RR130 Widening Analysis                             | 57,000             |
|   | <b>\$372,000</b>   |
| <b>Transfer to reserve for future</b>               |                    |
| Aerial Photos                                       | 15,000             |
| Fire Equipment Replacement                          | 10,000             |
| Fire Truck  | 125,000            |
| Fire Equipment Storage Shop                         | 75,000             |
| Infrastructure Line Replacement                     | 50,000             |
| RMO Station Replacement                             | 70,000             |
|   | <b>\$ 345,000</b>  |
| <b>Total Capital</b>                                | <b>\$4,406,000</b> |

**Meeting Recessed** Meeting recessed for Lunch, time 12:05 p.m.

**Meeting Reconvened** The meeting reconvened on a call to order by Reeve Craig Lukinuk at 1:05 p.m. in the presence of all Council members, the Chief Administrative Officer, Assistant Chief Administrative Officer, Finance Manager, Planning and Development Assistant, Communications Technician, Agricultural Fieldman, Public Works Shop Foreman, Fire Chief, Natural Gas Manager, GIS Technician, Safety Officer, Environmental Operations Manager, Fire Chief, Recording Secretary, One Member of the Media and One Member of the Public.

One Member of the Public virtually joined the meeting, time 1:58 p.m.

**Five-Year Capital Budget**

125-20: Halisky That Smoky Lake County Council **Defer** the 2021 – 2025 Five-Year Capital Project Budget to the next scheduled Budget Meeting to allow time to incorporate changes including, but not limited to the following:

- reduce the Fire Truck Reserve contribution from 125,000 to 80,000,
- reduce the Fire Building Reserves from 75,000 to 25,000,
- remove the Public Works Wobbly Packer Purchase 33,000,
- reexamine the sale prices of items to be sold,
- retain the Agricultural Department's Spray Truck,
- consider a 30x50' Natural Gas Pipe Shed.

Carried.

**Cost of Living (COLA)**

126-20: Gawalko That Smoky Lake County Council approve to not receive any Cost of Living (COLA) increment in Year-2021; in accordance with Policy Statement No. 08-18-07: Council Remuneration and Expenses, Section 3.1.2: Effective January 1st of each year, a Cost of Living increment rate (as established in the Statistics Canada - Consumer Price Index for the province of Alberta in the month of October from the previous year), will be automatically applied to Elected Officials salaries or R.R.S.P. unless a motion of Council determines otherwise.

Carried.

**Total Function Budget Year-2021**

127-20: Lukinuk That Smoky Lake County **defer** the Total Function Budget Year-2021 to the next scheduled Budget Meeting and to allow time to incorporate the changes to bring the budget down to a zero deficit as discussed at the November 26, 2020 Council Budget Meeting.

Carried.

**Addition to the Agenda:**

**COVID-19 Restricted Office Hours Open to Public**

128-20: Cherniwchan That Smoky Lake County Council in accordance with Policy Statement No. 01-11-04: Municipal Offices, approve the Main Office and Public Works Shop Office to be closed to the Public on Tuesdays and Thursdays, and from 12 Noon to 1:00 p.m. on Monday, Wednesday and Friday, effective November 30, 2020, for the purpose of accommodating staff shortages associated with the COVID-19 pandemic in response to mandatory public health measures as announced through Alberta's State of Public Health Emergency, declared on November 24, 2020; with the exception of prearranged scheduled appointments and with the understanding of regular internal business being continued behind closed doors.

Carried.

**Discussion on COVID-19 Measures Relating to Fire Permits**

Smoky Lake County Council held a brief discussion on COVID-19 concerns and measures impacting Fire Permit in respect to site inspections.

**Policy Statement No. 03-21-04: Backsloping Program**

129-20: Orichowski That Smoky Lake County Council defer discussion on Policy Statement No. 03-21-04: Backsloping Program to explore the implications of possibly increasing the amount which the applicant would receive for half of the cost of the project by an additional \$500.00 to a proposed maximum amount of \$2,500.00 per half mile, up to a maximum of 1 (one) mile, per year.

Carried.

**8. Executive Session:**

No Executive Session.

6. Correspondence:

No Correspondence

**Next County Council Budget Meeting**

130-20: Gawalko

The next Smoky Lake County Council Budget Meeting be scheduled for Friday, **December 11, 2020, at 9:00 a.m.**, to be held virtually, through Electronic Communication Technology as per Bylaw 1376-20 **and/or** physically in County Council Chambers.

Carried.

Adjournment:

131-20: Lukinuk

That the Smoky Lake County Council Budget Meeting of November 26, 2020, be adjourned, time 3:13 p.m..

Carried.

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REEVE

**S E A L**

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CHIEF ADMINISTRATIVE OFFICER