

SMOKY LAKE COUNTY

Minutes of the **County Council Budget Meeting** held virtually online on Wednesday, **September 15, 2021** starting at 9:03 A.M. held in County Council Chambers as well as 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>Wednesday, Sept. 15, 2021</u> |
| 1 | Dan Gawalko | Virtually Present @9:08am |
| 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 |
| Asst. 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 |
| Mark Fedoretz – Shop Foreman | Virtually Present |
| Bob Novosiwsky – Public Works Foreman | Absent |
| Trevor Tychkowsky – Safety Officer | Virtually Present |
| 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. | Absent |
| Scott Franchuk – Fire Chief | Virtually Present |
| Spencer Kotylak – Deputy Fire Chief | Virtually Present @9:12am |
| Dave Franchuk – Env. Operations Manager | Virtually Present |
| Daniel Moric – Natural Gas Manager | Virtually Present |

No Members of the Media were in attendance.
No Members of the Public were in attendance.

2. Agenda:

1163-21: Halisky

That the Smoky Lake County Council Budget Meeting Agenda for Wednesday, September 15, 2021 be adopted, as presented.

Carried Unanimously.

Dan Gawalko, Division One Councillor, virtually joined the meeting, time 9:08 a.m.

3. Minutes:

No Minutes.

4. Request for Direction:

2022 Budget and Five-Year Financial Plan – Finance Manager Presentation

The Finance Manager, Brenda Adamson, presented the following information:

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 2022 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,
- Council projects for the five-year road plan,
- The Municipal Tax Rate: Proposed assessment changes,
- Funding major commitments currently under discussion: Building capital repairs \$1,600,000.

These guidelines along with the strategic plan and meetings will be used to compile the five-year road plan, capital budget, and operating budget, and the five-year financial plan.

- ✓ The Canadian CPI as at Jul is 3.7% and for Alberta it is 3.7%. Gasoline is one of the main contributors to the higher CPI this year.
- ✓ Residential assessment is based on market value as at July 2021. We would estimate that overall, the residential assessment to experience another increase.
- ✓ Non-residential, industrial, machinery/equipment, and linear assessments continue to be a concern. These assessments have continually decreased over the years.
- ✓ Contracts with CUPE will be negotiated this fall. We are asking council for an estimate to incorporate into the budget.
- ✓ Thus far, in 2021, 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 2022-2026 budgets. The guidelines provided by council today will be used as a starting point to build a plan and budget for 2022, 2023, 2024, 2025, and 2016. In order to meet MGA requirements, an interim budget must be approved before the Christmas break. 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 2022 and then produce a five-year plan.

Council needs to contemplate these questions:

- What are the priorities in the five-year road plan?
- What changes does council expect in programming/services? (i.e., mowing, snow removal, shared services, planning department, etc.)
- What is the expected outcome of union negotiations?
- Which Policies does Council wish to review?
- How will we fund building capital repairs recommended in the assessment \$1,600,000?
- How should we plan considering the Assessment uncertainty?

Spencer Kotylak, Deputy Fire Chief, virtually joined the meeting, time 9:12 a.m.

Jen Plamondon, P.Eng. Project Engineer, Associated Engineering Alberta Ltd., virtually joined the meeting, time 9:14 a.m.

2022 Budget and Five-Year Financial Plan – Council Discussion

Council held discussion considering the Finance Manager's presentation regarding the 2022 Budget and Five-Year Financial Plan, contemplated the following points, including but not limited to:

- The possibility of purchasing gravel and shutting down the County's pit operations to re-allocate staff to other work.
- The need to determine the cost of maintenance for the George McDougall Cemetery, Victoria District Cemetery and monument along the Victoria Trail.

- The need for dust control due to the increased activity on Range Road 174 between Township Road 610 and 612 to Hanmore Lake.
- The need to determine cost estimates for base stabilizations of major collector roads that are highly used.

7. **Delegation:**

Associated Engineering Alberta Ltd.

Virtually Present before Council from 9:39 a.m. to 10:37 a.m., was Jen Plamondon, P.Eng. Project Engineer, Associated Engineering Alberta Ltd., to discuss and present the Bridge Priority Plan for Years 2022-2026.

Spencer Kotylak, Deputy Fire Chief, left the meeting, time 10:30 a.m.

Jen Plamondon, P.Eng. Project Engineer, Associated Engineering Alberta Ltd., virtually left the meeting, time 10:37 a.m.

5. **Request for Direction:**

Five-Year Bridge Priorities Program

1164-21: Orichowski

That Smoky Lake County Council approve the Five-Year Bridge Priority Plan for Years 2022-2026, and proceed to apply for the Year-2022 Strategic Transportation Infrastructure Program (STIP) funding for the following bridges:

| 1 2022 INSPECTIONS | | | | | | | | | |
|--|-------------|----------|-----------|--------------|-------------|--------------|----------------|--------------------|--|
| Type | Season | Number | Unit Cost | Engineering | Total | AT Share | County Share | | |
| Level 1 | Spring/Fall | 40 | \$ 350 | \$ 14,000 | \$ 14,000 | \$ | 14,000 | | |
| Level 2 | Spring | 5 | \$ 2,650 | \$ 13,250 | \$ 13,250 | \$ | 13,250 | | |
| Major Bridge Inspec | Spring | 0 | \$ 1,200 | \$ - | \$ - | \$ | - | | |
| SUMMARY TOTAL INSPECTIONS | | | | Engineering | Total Cost | AT Share | County Share | | |
| | | | | \$ 27,250 | \$ 27,250 | \$ - | 27,250 | | |
| 2 2022 ENGINEERING ASSESSMENTS | | | | | | | | | |
| | Season | | | Engineering | Total | AT Share | County Share | | |
| 7814 | Spring | | | \$ 10,000 | \$ 10,000 | \$ | 10,000 | | |
| 8199 | Winter | | | \$ 10,000 | \$ 10,000 | \$ | 10,000 | | |
| 76552 | Spring | 2022 | | \$ 10,000 | \$ 10,000 | \$ | 10,000 | | |
| 80532 | Winter | 2022 | | \$ 10,000 | \$ 10,000 | \$ | 10,000 | | |
| SUMMARY TOTAL ENGINEERING | | | | Engineering | Total Cost | AT Share | County Share | | |
| | | | | \$ 40,000 | \$ 40,000 | \$ - | 40,000 | | |
| 3 2021 AEP GRANT FUNDED CONSTRUCTION | | | | | | | | | |
| | Season | | | Engineering | Total | AEP Share | County Share | | |
| Proposed 2021 AEP Applications: | | | | | | | | | |
| 5 BF78004 | - | | | | \$ 34,625 | \$ 34,625 | \$ - | | |
| SUMMARY TOTAL ENGINEERING | | | | Engineering | Total Cost | AT Share | County Share | | |
| | | | | TBD | TBD | TBD | \$ - | | |
| 4 2021 CONSTRUCTION CARRY OVER | | | | | | | | | |
| | | | | Construction | Engineering | Total | AT Share | County Share | |
| BF13398 Construction | | | | \$ 752,928 | \$ 152,713 | \$ 905,641 | \$ 679,231 | \$ 226,410 | |
| Total Anticipated 2021 Construction Residual | | | | \$ - | \$ - | \$ 905,641 | \$ 679,231 | \$ 226,410 | |
| Lien holdback | | | | \$ - | \$ - | \$ - | \$ - | \$ - | |
| SUMMARY TOTAL CONSTRUCTION CARRY | | | | Construction | Engineering | Total Cost | AT Share | County Share | |
| | | | | \$ 752,928 | \$ 152,713 | \$ 905,641 | \$ 679,231 | \$ 226,410 | |
| 5 2022 CONSTRUCTION | | | | | | | | | |
| | | | | Construction | Engineering | Total | AT Share | County Share | |
| Proposed 2021 STIP Applications: | | | | | | | | | |
| 9 BF01772 Construction | | | | \$ 543,048 | \$ 101,457 | \$ 644,505 | \$ 483,379 | \$ 161,126 | |
| 1 BF70923 Construction | | | | \$ 186,675 | \$ 33,325 | \$ 220,000 | \$ 165,000 | \$ 55,000 | |
| 3 BF72828 Construction | | | | \$ 135,600 | \$ 26,950 | \$ 162,550 | \$ 121,913 | \$ 40,638 | |
| 4 BF74018 Construction | | | | \$ 69,850 | \$ 10,500 | \$ 80,350 | \$ 60,263 | \$ 20,088 | |
| 6 BF77862 Construction | | | | \$ 37,500 | \$ 5,625 | \$ 43,125 | \$ 32,344 | \$ 10,781 | |
| 5 BF78004 Construction | | | | \$ 130,833 | \$ 7,667 | \$ 138,500 | \$ 103,875 | \$ 34,625 | |
| 2 BF80532 Construction | | TBD | | \$ 165,000 | \$ 35,000 | \$ 200,000 | \$ 150,000 | \$ 50,000 | |
| SUMMARY TOTAL CONSTRUCTION | | | | Construction | Engineering | Total Cost | AT Share | County Share | |
| | | | | \$ 1,268,506 | \$ 220,524 | \$ 1,489,030 | \$ 1,116,772 | \$ 372,257 | |
| 6 2021 BRIDGE PROGRAM MANAGEMENT | | | | | | | | | |
| | Hours | Rate | | Engineering | Total | AT Share | County Share | | |
| Budget Meetings | 2 | \$ 1,200 | | \$ 2,400 | \$ 2,400 | \$ | 2,400 | | |
| Bridge Program Management | 160 | \$ 177 | | \$ 28,320 | \$ 28,320 | \$ | 28,320 | | |
| SUMMARY TOTAL BRIDGE PROGRAM | | | | Engineering | Total Cost | AT Share | County Share | | |
| | | | | \$ 30,720 | \$ 30,720 | \$ - | 30,720 | | |
| 2021 BRIDGE PROGRAM BUDGET SUMMARY | | | | | | | | | |
| | | | | Construction | Engineering | Total Cost | Total AT Share | Total County Share | |
| 1 2021 INSPECTIONS | | | | | \$ 27,250 | \$ 27,250 | \$ - | \$ 27,250 | |
| 2 2021 ENGINEERING | | | | | \$ 40,000 | \$ 40,000 | \$ - | \$ 40,000 | |
| 3 2020 CONSTRUCTION CARRY OVER | | | | \$ - | \$ - | \$ 905,641 | \$ 679,231 | \$ 226,410 | |
| 4 2021 CONSTRUCTION | | | | \$ 1,268,506 | \$ 220,524 | \$ 1,489,030 | \$ 1,116,772 | \$ 372,257 | |
| 5 2021 BRIDGE PROGRAM MANAGEMENT | | | | | \$ 30,720 | \$ 30,720 | \$ - | \$ 30,720 | |
| TOTAL 2021 BUDGET SUMMARY | | | | Construction | Engineering | Total Cost | Total AT Share | Total County Share | |
| | | | | \$ 3,190,120 | \$ 546,230 | \$ 3,736,350 | \$ 2,410,830 | \$ 879,390 | |

Carried.

Five-Year Bridge Priorities Program - Advocacy

1165-21: Cherniwchan That Smoky Lake County Council forward the Five-Year Bridge Priority Plan for Years 2022-2026, along with the number of years the County has had a proactive bridge-priority program, to the Alberta Minister of Transportation and Mr. Glenn van Dijken, MLA Athabasca-Rewater-Westlock constituency, for advocacy purposes and their awareness of the estimated construction and/or maintenance costs of bridges within Smoky Lake County and the estimated bridge infrastructure deficit projected for Year-2035.

Carried.

4. Request for Direction:

2022 Budget and Five-Year Financial Plan (Continued)

Council continued discussion in respect to the 2022 Budget and Five-Year Financial Plan, including but not limited to:

- the desire to review the County Policies for snow removal, dust control, roadside mowing and spraying program, as well as the land use bylaw in respect to major campgrounds.

8. Executive Session:

Personnel Issue:

Collective Agreement - Canadian Union of Public Employees, Local Union No. 4575

1166-21: Halisky That Smoky Lake County Council go into Executive Session to discuss a Personnel Issue: in respect to the cost of living and the upcoming negotiations for the Collective Agreement between Smoky Lake County and the Canadian Union of Public Employees, Local Union No. 4575, in the presence of all Council, Chief Administrative Officer, Assistant Chief Administrative Officer and Finance Manager, under the authority of FOIP Act: Section 27: Privileged Information and Section 24: Advice from Officials, time 11:45 a.m..

Carried.

1167-21: Cherniwchan That Smoky Lake County Council go out of Executive Session, time 11:50 a.m.

Carried.

4. Request for Direction:

2022 Budget and Five-Year Financial Plan (Continued)

Council continued discussion in respect to the 2022 Budget and Five-Year Financial Plan, including but not limited to:

- the Peace Officer and/or Bylaw Enforcement Services,
- Main Office building capital repairs,
- Property Assessment uncertainty, and
- interim budget requirements.

6. Correspondence:

No Correspondence

Adjournment:

1168-21: Lukinuk That the Smoky Lake County Council Budget Meeting of September 15, 2021, be adjourned, time 12:25 p.m..

Carried.

REEVE

SEAL

CHIEF ADMINISTRATIVE OFFICER