

SMOKY LAKE COUNTY

Minutes of the **County Council Budget Meeting** held on Tuesday, **October 31, 2023**, commencing at 9:01 A.M. held in County Council Chambers as well as virtually online through Electronic Communication Technology.

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

| ATTENDANCE | | |
|-------------------------------|----------------------|---------------------|
| <u>Tuesday, Oct. 31, 2023</u> | | |
| <u>Div. No.</u> | <u>Councillor(s)</u> | |
| 1 | Dan Gawalko | Present in Chambers |
| 2 | Linda Fenerty | Present in Chambers |
| 3 | Dominique Cere | Present in Chambers |
| 4 | Lorne Halisky | Present in Chambers |
| 5 | Jered Serben | Present in Chambers |
| Interim CAO | Lydia Cielin | Present in Chambers |
| Finance Manager | Brenda Adamson | Present in Chambers |
| Executive Svcs/R.S. | Patti Priest | Virtually Present |

Members of Administrative Staff in attendance:

| | |
|--|-------------------|
| Jordan Ruegg – Planning & Dev. Manager | Virtually Present |
| Kyle Schole – Planning Technician | Virtually Present |
| Evonne Zukiwski – Communications Officer | Virtually Present |
| Carole Dowhaniuk – GIS Operator | Virtually Present |
| Dave Franchuk – Enviro & Park Manager | Virtually Present |
| Daniel Moric – Natural Gas Manager | Virtually Present |
| Carleigh Danyluk – Ag. Fieldman | Virtually Present |
| Tate Murphy – Community Peace Officer | Virtually Present |
| Scott Franchuk – Fire Chief | Virtually Present |

No Members of the Media were in attendance.

No Members of the Public were in virtual attendance.

Agenda:

89-23: Fenerty

That the Smoky Lake County Council Budget Meeting Agenda for Tuesday, October 31, 2023, be adopted, as presented.

Carried Unanimously.

Request for Decision:

Federation of Canadian Municipalities (FCM) Conference

90-23: Cere

That Smoky Lake County Council approve to budget for a maximum of two (2) Councillors to attend the Federation of Canadian Municipalities (FCM) Conference, scheduled for June 6 to 9, 2024, to be held in Calgary, Alberta.

Carried.

Smoky Lake Agricultural Society Request for Street Sweeping

Council held a brief discussion in reference to the June 1, 2023 Motion 649-23: in respect to an unrequested budgetary consideration for an "annual street sweeping services concept" of the Smoky Lake Agricultural Society parking lot.

MCC for Smoky Lake Development Corp. Request for Operating Funds

91-23: Cere

That Smoky Lake County Council **take no action** to the letter deferred by Council Motion #708-23, from Amy Cherniwchan, Chairperson of the MCC for Smoky Lake Development Corp., dated May 8, 2023, requesting funds in the amount of \$6,000.00, towards the MCC for Smoky Lake Development Corp.'s operating expenses in Year-2023.

Carried.

Policy Statement No. 08-18-10: Council Renumeration and Expenses

92-23: Fenerty

That Smoky Lake County Council acknowledge review of Policy Statement No. 08-18-10: Council Renumeration and Expenses, and acknowledge no changes are required at this time.

Carried.

Mark Fedoretz, Public Works Shop Foreman, virtually joined the meeting, time 9:33 a.m.

Five-Year Bridge Priority Program 2024-2028

93-23: Halisky

That Smoky Lake County Council approve the proposed Five-Year Bridge Priority Program list as follows:

| Priority | Life | 2024 | 2025 | 2026 | 2027 | 2028 | Funding |
|-----------------------|------------|-----------------|-----------------|-----------------|-----------------|---------------|-----------------------|
| BF13398 carry 2022 | | | | | | | |
| BF78004 | | | | | | | |
| BF77862 | | | | | | | |
| 1 BF80532 | 30 | 233,756 | | | | | Aggregate Reserve |
| 8 BF07814 | 15 | | 190,523 | | | | AT & Operations |
| 3 BF76552 | | 601,920 | | | | | AT, FGT, and Operatic |
| 7 BF70923 | 25 | | 336,840 | | | | AT & Operations |
| 9 BF74018 | 10 | | 269,577 | | | | AT & Operations |
| 3 BF8199 | 25 | 199,028 | | | | | Aggregate Reserve |
| 10 BF72828 | 15 | | 316,529 | | | | AT & Operations |
| 8 BF06788 | | | | 523,000 | | | AT & Operations |
| 2 BF74017 | 10 | 275,000 | | | | | Aggregate Reserve |
| 11 BF75780 | 15 | | 223,800 | | | | AT & Operations |
| 6 BF00849 | 10 | | 929,528 | | | | AT & Operations |
| 4 BF8200 | 75 | 2,857,825 | | | | | AT & Operations |
| 5 BF08201 | 75 | | 2,101,240 | | | | AT & Operations |
| 14 BF1772 | | | | 804,253 | | | AT & Operations |
| 15 BF6872 | | | | 132,000 | | | AT & Operations |
| 16 BF70734 | | | | 79,000 | | | AT & Operations |
| 17 BF0781 | | | | | 1,081,000 | | AT & Operations |
| 18 BF70165 | | | | | 585,000 | | AT & Operations |
| 19 BF1603 | | | | | | 233,000 | AT & Operations |
| 20 BF79073 | | | | | | 195,000 | AT & Operations |
| 12 BF70497 | 75 | | 1,134,096 | | | | AT & Operations |
| | | \$ 4,167,529.00 | \$ 5,502,133.00 | \$ 1,538,253.00 | \$ 1,666,000.00 | \$ 428,000.00 | |
| operating engineering | | \$ 95,670.00 | \$ 100,000.00 | \$ 100,000.00 | \$ 100,000.00 | \$ 100,000.00 | |
| | | \$ 4,263,199.00 | \$ 5,602,133.00 | \$ 1,638,253.00 | \$ 1,766,000.00 | \$ 528,000.00 | |
| FUNDING | | | | | | | |
| | STIP | \$ 2,644,149.75 | \$ 3,873,969.75 | \$ 1,153,689.75 | \$ 2,499,000.00 | \$ 321,000.00 | |
| | FGT | \$ 199,028.00 | \$ - | \$ - | \$ - | \$ - | |
| | Reserve | 508,756.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| | Operations | 911,265.25 | 1,728,163.25 | 484,563.25 | -733,000.00 | 207,000.00 | |
| | | 4,263,199.00 | 5,602,133.00 | 1,638,253.00 | 1,766,000.00 | 528,000.00 | |

Carried.

Bridge Priority Program

94-23: Halisky

That Smoky Lake County Council approve the unbudgeted expense funded from the aggregate levy, to commence engineering on following emergent repairs for two haul road bridges, described as:

- BF80532 – on Township Road 604 west of Range Road 191:

BF 80532

- Priority Ranking: 1
- Location: Township Road 604 & Range Road 191
- AADT: 50 (2021)
- Inspection Cycle: 24 Months
- Low Element Rating: 2 – Cap
- Structural Condition Rating: 27.7%
- Total Project Cost: \$235,000
- Repairs extend life by 30 years



- BF08199 – on Township Road 584 west of Range Road 170:

BF 08199

- Priority Ranking: 3
- Location: Range Road 133 & Highway 28
- AADT: 25 (2020)
- Inspection Cycle: 12 Months
- Low Element Rating: 2 – Bearing Cap
- Structural Condition Rating: 38.9%
- Total Project Cost: \$200,000
- Repairs extend life by 25 years



Carried.

Year-2024 Capital Budget

Council held discussion in respect to the proposed 5-Year Capital Plan Budget.

Brandon Gillis, Client Strategy Manager – Alberta, Enterprise Fleet Management, virtually joined the meeting, time 10:41 a.m.

Delegation:

Enterprise Fleet Management

Present before Council, was Brandon Gillis, Client Strategy Manager – Alberta, Enterprise Fleet Management, from 10:48 a.m. to 11:14 a.m. to discuss, the advantages and benefits of managing the County’s fleet with Enterprise Fleet Management, including but not limited to the following slides:

Smoky Lake County Fleet Profile

Total fleet size: **60** Total fleet value: **\$1,368,314**

Manufacturer breakdown

Manufacturers in fleet: **5**

73% Dodge, 12% Chevrolet, 7% Ford, 7% GMC, 2% RAM

Model year analysis

Avg age: **10.2 years**

10 years and older: **30**

Avg holding Period (in years): **20**

Avg annual acquisitions: **3**

Odometer distribution

Average Odometer: 146,945

- 33% (<80k KM) - 20 vehicles
- 18% (80k-160k KM) - 11 vehicles
- 25% (160k-240k KM) - 15 vehicles
- 23% (>240k KM) - 14 vehicles

Smoky Lake County - Fleet Planning Analysis

| | | | | | |
|---------------------|----------|-----------------|--------|-----------------|----------|
| Current Fleet | 53 | Fleet Growth | -0.86% | Proposed Fleet | 51 |
| Current Cycle | 17.67 | Annual KM | 14,051 | Proposed Cycle | 4.10 |
| Current Maint. | \$583.33 | | | Proposed Maint. | \$101.82 |
| Maint. Cents Per KM | \$0.50 | Current L/100KM | 20 | Price/Liter | \$1.45 |

Fleet Costs Analysis

62% Fuel, 38% Maintenance

10 Year Savings: **\$960,815** Avg. Sustainable Savings: **\$67,011**

Current Fleet Equity Analysis

| YEAR | 2024 | 2025 | 2026 | 2027 | 2028 | Under-Utilized |
|--------|--------------------------------|----------|---------|-----------|----------|----------------|
| QTY | 26 | 10 | 2 | 9 | 4 | 2 |
| Est \$ | \$6,738 | \$9,410 | \$2,450 | \$34,551 | \$4,250 | \$13,381 |
| TOTAL | \$175,200 | \$94,095 | \$4,900 | \$310,963 | \$17,000 | \$26,763 |
| | Estimated Current Fleet Equity | | | | | \$628,921 |

KEY OBJECTIVES

- Lower average age of the fleet**
43% of the current light and medium duty fleet is over 10 years old
Resale of the aging fleet is significantly reduced
- Reduce operating costs**
Newer vehicles have a significantly lower maintenance expense
Newer vehicles have increased fuel efficiency with new technology implementations
- Maintain a manageable vehicle budget**
Challenged by inconsistent yearly budgets
Currently vehicle budget is underfunded

Goal

- Keep your **total cost of ownership** as low as possible
- Be a trusted advisor

Recommendations

- Hold vehicles longer – closer to 48 months
- Pay down less or \$0 in order to replace more vehicles at once

Next Steps

- October 2023**
 - Last 1 x 2024 Sierra 3500 lands
- November 2023**
 - Sell a selection of older units to capture equity
- February – March 2024**
 - 4 x 2024 Sierra 1500s and 1 x 2024 Canyon land
 - Place orders for 2025 vehicles
- March 2024**
 - Annual Client Review
- August - September 2024**
 - 2025 vehicles land

Evonne Zukiwski, Communication Officer, virtually left the meeting, time 11:14 a.m.

One member of the public, virtually joined the meeting, time 11:24 a.m.

Capital Budget for Peace Officer – Commercial Vehicle Scales

95-23: Cere
DEFEATED

That Smoky Lake County Council approved a Year-2024 budget in the amount of \$20,000.00 for a capital purchase of two commercial vehicle scales to be utilized by the County Peace Officer.

DEFEATED.

Capital Budget for Peace Officer – Lidar Gun

96-23: Cere

That Smoky Lake County Council approved a Year-2024 budget in the amount of \$7,000.00 for a capital purchase a lidar gun, to be utilized by the County Peace Officer for enforcing speed limits.

Carried.

Evonne Zukiwski, Communication Officer, virtually re-joined the meeting, time 11:39 a.m.

Spencer Kotylak, Deputy Fire Chief, virtually re-joined the meeting, time 11:41 a.m.

Recess for Lunch

Meeting recessed for Lunch, time 12:46 p.m

Meeting Reconvened

The meeting reconvened on a call to order by Reeve Jered Serben at 1:16 p.m. in the physical presence of all Council members, the Interim Chief Administrative Officer, Finance Manager, and the virtual presence of the Executive Services Clerk, Planning & Development Manager, Communications Officer, Natural Gas Manager, Environment & Parks Manager, Fire Chief, Agricultural Fieldman, GIS, and Peace Officer.

One member of the public virtually joined the meeting, time 1:38 p.m.

Five-Year Road Plan: Year 2024-2028 & Year-2024 Capital Budget

97-23: Halisky

That Smoky Lake County Council **defer** the proposed Year-2024 Road Projects, included in the Five-Year Road Plan for Year 2024-2028; and **defer** the Year-2024 Capital Budget, to the next Council Budget meeting scheduled for Tuesday, November 21, 2023 at 9:00 a.m. for further discussion, following a budget workshop scheduled for Monday, November 20, 2023 at 1:00 p.m., to be held in Council Chambers.

Carried.

Adjournment:

98-23: Cere

That the Smoky Lake County Council Budget Meeting of October 31, 2023, be adjourned, time 2:00 p.m.

Carried.

REEVE

S E A L

CHIEF ADMINISTRATIVE OFFICER