

*Council Chamber, Nisku, Alberta
Monday, November 29, 2021
9:30 a.m. - 4:30 p.m.*

| Time | Department/Area | Administration Staff |
|--|--|--|
| 9:30 – 10:30 | 1) Opening remarks 2) Budget guidelines <ul style="list-style-type: none"> • Tab 2 3) Assessment projections 4) Overview of budget package 5) Budget overview <ul style="list-style-type: none"> • Tab 4 – Consolidated Budget • Tab 5 – Tax Dollar Requirement • Tab 6 – 2022-2025 Operating Financial Plan 6) Reserve schedules <ul style="list-style-type: none"> • Tab 8 | <i>Duane Coleman Renee Klimosko Rick Thomas Natasha Wice Karen Burnand</i> |
| 10:30 – 12:00 | 7) New Initiatives Plan <ul style="list-style-type: none"> • Tab 10 8) Major and Capital Project Plans <ul style="list-style-type: none"> • Tab 11 | <i>Renee Klimosko</i> |
| 12:00 - 1:00 | Noon Recess | |
| 1:00 – 1:30 | 9) Long Range Major and Capital Project Plans <ul style="list-style-type: none"> • Tab 12 | <i>Duane Coleman Renee Klimosko</i> |
| 1:30-3:00 | 10) Corporate Plan <ul style="list-style-type: none"> • Tab 3 • Tab 13 – County Manager 11) General Government Administration - overview <ul style="list-style-type: none"> • Tab 13 – Assessment • Tab 13 – Corporate Services • Tab 13 – Finance • Tab 9 – 2022 Fees and Charges Bylaw, Administration (p. 1) | <i>Renee Klimosko Karen Burnand Kent Pudlowski Natasha Wice</i> |
| 3:00 – 4:00 In camera (Section 24(1), FOIP) | 12) Earnings and benefits information <ul style="list-style-type: none"> a. FTE revision summary b. Earnings and benefits summary <ul style="list-style-type: none"> • Tab 7 | <i>Renee Klimosko</i> |

Council Chamber, Nisku, Alberta
Wednesday, December 1, 2021
9:30 a.m. - 4:30 p.m.

| Time | Department/Area | Administrative Staff |
|----------------------|---|--|
| 9:30 – 9:45 | 1) Review/general discussion | <i>Duane Coleman Renee Klimosko Rick Thomas Natasha Wice</i> |
| 9:45 - 10:15 | 2) Planning and Development (P&D) <ul style="list-style-type: none"> • Tab 22 - Planning and Development • Tab 9 – 2022 Fees and Charges Bylaw - P&D (p. 11) | <i>Grant Bain</i> |
| 10:15 – 11:15 | 3) Agricultural Services <ul style="list-style-type: none"> • Tab 14 – Agricultural Services • Tab 9 – 2022 Fees and Charges Bylaw - Agricultural Services (p. 3) 4) Road Operations <ul style="list-style-type: none"> • Tab 25 – Road Operations • Tab 9 – 2022 Fees and Charges Bylaw - Road Operations (p. 19) | <i>Garett Broadbent</i> |
| 11:15 – 11:45 | 5) Public Transit <ul style="list-style-type: none"> • Tab 23 – Public Transit • Tab 9 – 2022 Fees and Charges Bylaw - Transit (p. 21) | <i>Rick Thomas</i> |
| 11:45 - 1:00 | Noon Recess | |
| 1:00 – 2:15 | 6) Parks and Recreation (P&R) <ul style="list-style-type: none"> • Tab 21 – Parks and Recreation • Tab 9 – 2022 Fees and Charges Bylaw - P&R (p. 9) 7) Family and Community Support Services (FCSS) <ul style="list-style-type: none"> • Tab 17 – FCSS • Tab 9 – 2022 Fees and Charges Bylaw - FCSS (p. 6) 8) Requests for sponsorships <ul style="list-style-type: none"> • Tab 13 – General Administration - General | <i>Dean Ohnysty</i> |
| 2:15 – 2:45 | 9) Engineering <ul style="list-style-type: none"> • Tab 16 – Engineering • Tab 9 – 2022 Fees and Charges Bylaw - Engineering (p. 5) | <i>Des Mryglod</i> |
| 2:45 – 4:00 | 10) Utilities <ul style="list-style-type: none"> • Tab 26 - Utilities • Tab 26 – Waste Management • Tab 27 – Wastewater Collection • Tab 28 – Water Distribution 11) Fees and Charges - Utilities <ul style="list-style-type: none"> • Tab 9 – 2022 Fees and Charges Bylaw – Utilities | <i>Des Mryglod / Dean Downey</i> |

Council Chamber, Nisku, Alberta
Monday, December 6, 2021
9:30 a.m. - 4:30 p.m.

| Time | Department Area | Administrative Staff |
|----------------------|--|--|
| 9:30 – 9:45 | 1) Review/general discussion | <i>Duane Coleman Renee Klimosko Rick Thomas Natasha Wice</i> |
| 9:45 – 10:15 | 2) Enforcement Services <ul style="list-style-type: none"> • Tab 15 – Enforcement Services • Tab 9 – 2022 Fees and Charges Bylaw - Enforcement Services (p. 4) | <i>Clarence Nelson</i> |
| 10:15 – 10:45 | 3) Fire Services <ul style="list-style-type: none"> • Tab 18 – Fire Services • Tab 9 – 2022 Fees and Charges Bylaw - Fire Services (p. 7) | <i>Keven Lefebvre</i> |
| 10:45-11:15 | 4) Legislative <ul style="list-style-type: none"> • Tab 20 5) Fiscal Services and General Non-Departmental <ul style="list-style-type: none"> • Tab 19 6) Requisition expenditures <ul style="list-style-type: none"> • Tab 24 | <i>Natasha Wice</i> |
| 11:15-12:00 | 7) Review of adjustment summary from 2021 final to 2022 interim | <i>Duane Coleman Renee Klimosko Rick Thomas Natasha Wice</i> |
| 12:00 - 1:00 | Noon Recess | |
| 1:00-4:00 | 8) Approval of Bylaw – Fees and Charges (excluding Utilities) <ul style="list-style-type: none"> • Tab 9 9) Approval of Bylaw – Utilities Fees and Charges <ul style="list-style-type: none"> • Tab 9 10) Approve adjustment summary from 2021 final to 2022 interim 11) Approve multi-year projects by Council resolution 12) Interim budget approval | <i>Renee Klimosko Natasha Wice</i> |



2022 Budget Agenda

Council Chamber, Nisku, Alberta
Wednesday, December 8, 2021
9:30 a.m. - 4:30 p.m.

| Time | Department/Area | Administrative Staff |
|-------------|-----------------|--|
| 9:30 – 4:30 | If required | <i>Duane Coleman</i> <i>Renee Klimosko</i> <i>Rick Thomas</i> <i>Natasha Wice</i> |

Subject to change



- 136 -
Council Meeting
2022 Budget
Minutes

Council Chamber, Leduc County Centre, Nisku, AB
Monday, November 29, 2021

Order and roll call

The 2022 budget meeting was called to order at 9:35 a.m., Monday, November 29, 2021 by Mayor Tanni Doblanko as Chair and Council members Rick Smith, Kelly-Lynn Lewis, Kelly Vandenberghe, Larry Wanchuk, Glenn Belozer present. Council member Ray Scobie arrived after the meeting convened.

Other attendees

- Duane Coleman, County Manager
- Renee Klimosko, General Manager - Financial and Corporate Services (*via livestream*)
- Natasha Wice, Director - Finance
- Brooke Fair, Manager - Financial Services
- Karen Burnand, Manager - Assessment Services
- Joyce Gavan, Legislative Coordinator
- Michelle Edgerly, Executive Assistant - County Manager's office
- Kent Pudlowski, Director - Corporate Services

Opening remarks

Mayor Doblanko welcomed everyone in attendance and provided opening comments relating to the proposed 2022 interim budget.

County Manager Duane Coleman provided opening remarks introducing the proposed interim budget for 2022.

Budget guidelines

General Manager Renee Klimosko provided an overview of the budget process, highlighting the following:

1. 2022 budget guidelines
 - The interim budget for 2022 will assume a 2% tax dollar increase over 2021.
 - The long-range financial plan is now a 10 year plan (2022 to 2032).
 - The funding for the Major Project and Capital Project Plans will be a minimum of \$5,500,000 in tax dollars.
 - Budget will utilize up to \$2.0M from the stabilization reserve.
 - The budget process will follow the 2022 Budget Council timeline.

Council member Scobie

Council member Ray Scobie entered the Council chamber at 9:41 a.m.

2. **Assessment projections**

Manager of Assessment Services Karen Burnand presented the overall assessment projections as follows:

| Property Type | 2020 Assessment | 2021 Assessment | % Change |
|-------------------------------|--------------------|--------------------|----------|
| Total Farmland | 85,443,670 | 85,419,460 | -0.03% |
| Total Machinery and Equipment | 184,870,210 | 188,739,982 | 2.09% |
| Total Non-Residential | 3,975,699,920 | 4,035,642,155 | 1.51% |
| Total DIP | 1,497,869,570 | 1,507,787,919 | 0.66% |
| Total Residential | 2,719,545,120 | 2,772,577,664 | 1.95% |
| Total | 8,463,428,490 | 8,590,167,180 | |

3. Budget overview

- Consolidated budget - \$111,062,609
 - Total operating fund revenues - \$88,064,162
 - Total capital fund revenues - \$22,998,447
 - Operating fund expenses - \$85,187,127
 - Capital fund expenses (excluding non-cash transactions) - \$25,875,482
- Tax dollar requirement - 2022 proposed municipal tax dollars required without requisitions 46,413,327 (1.76%)
 - 2022 tax levy: total expenditures required from taxes - including requisitions and local improvement levies accounts receivable - \$74,279,945 (1.14%)
- 2022 to 2025 operating financial plan
 - Tax dollars available to support the capital plan - \$5,514,089

4. Reserve schedules (budget balance as at Dec. 31, 2022)

- Operating fund reserve schedule - \$23,011,073.51
- Capital fund reserve schedule - \$17,504,169.51

New initiatives plan

General Manager Renee Klimosko presented the new initiatives plan, highlighting the following:

1. Staffing - Nisku District South Fire Station

Discussion items included:

- The Fire Chief to provide a detailed breakdown of costs for FTEs at the Nisku District South Fire Station.

2. Asset Management Program

Discussion items included:

- Ongoing budget item within County Manager's office - \$30,000
 - In 2021 spent approximately \$30,000; have FCM grant dollars from previous year. Want to identify how we can make improvements.

3. Unfunded initiative - Last Link Incorporated Petroleum Dust Suppression to Country Residential Subdivisions - total budget impact \$583,263 out of Road Operations.

Discussion items included:

- Bring back to Public Works Committee for further consideration:

30

- impact of cold mix - how long it will last with water/wastewater being hauled within subdivisions
- traffic counts, amount of heavy traffic, results of 2021 pilot projects
- information on structural condition of the roads
- timeline to apply dust suppression to roads (4-5 years)
- history of Genesee road (which was done 4 years ago) - what did we learn, what was done well, can this be applied elsewhere?

Major and Capital Project Plans

General Manager Renee Klimosko presented the consolidated major and capital project plans, highlighting the following:

1. Major Project Plan

Discussion items included:

- 2022-MP-008 Recreation and Parks Master Plan - would request a status update on what has been spent to date from Family and Community Support Services and Parks and Recreation to be provided to a future workshop meeting.
- 2022-MP-012 Nisku Public Works Shop - add to adjustment summary: building lifecycle maintenance buildings
- Kavanagh landfill operations - future use to be identified - once reclaimed is there an opportunity for return on investment?

Noon Recess

The meeting recessed at 11:44 a.m. and reconvened at 1:00 p.m. with Mayor Tanni Doblanko as Chair and Council members Rick Smith, Kelly-Lynn Lewis, Larry Wanchuk, Glenn Belozar and Ray Scobie present. Council member Kelly Vandenberghe returned to the Council Chamber after the meeting reconvened due to personal reasons.

Other attendees

- Duane Coleman, County Manager
- Renee Klimosko, General Manager - Financial and Corporate Services (*via livestream*)
- Natasha Wice, Director - Finance
- Brooke Fair, Manager - Financial Services
- Karen Burnand, Manager - Assessment Services
- Kent Pudlowski, Director of Corporate Services
- Joyce Gavan, Legislative Coordinator
- Michelle Edgerly, Executive Assistant - County Manager's office

Major and Capital Project Plans

General Manager Renee Klimosko continued presentation of the capital project plans, highlighting the following:

2. Capital Project Plan

Discussion items included:

- 2022-CP-009 - Replacement of quad - review whether to swap out with another one from Enforcement Services to Agricultural Services.
- Nisku Water Facilities Fence Improvement - bring back further information.

3. 2022 Road and Bridge Programs

Discussion items included:

20

- BF 72265 RR 264 BTW TWP 500 and TR 502 - more information required on condition of bridge and whether it could be delayed; safety concerns - will the bridge need to be closed if work not completed.
- BF 02099 TWP 492 BTW RR 13 and HWY 778 - further information to be brought back on whether work was completed.

Long Range Major and Capital Project Plans

General Manager Renee Klimosko presented the Long Range Major and Capital project plans, highlighting the following:

1. Long Range Major and Capital Project Plan

Discussion items included:

- Genesee Area Structure Plan update - scheduled for 2025 - could this be considered sooner?
- South Devon Area Structure Plan - with completion of Highway 19, could this be completed sooner?
- North Country Area Structure Plan - consider deferring from 2023 to 2024?

Councillor Vandenberghe

Councillor Vandenberghe entered the Council chamber at 1:40 p.m.

Corporate Plan

General Manager Renee Klimosko provided an overview of the 2022 Corporate Plan, as identified within the budget package.

Administration - Assessment

Manager of Assessment Services Karen Burnand provided an overview of Assessment Services 2022 operational plan and 2022 operating budget, as identified within the budget package.

Administration - Corporate Services

Director of Corporate Services Kent Pudlowski provided an overview of Corporate Services 2022 operational plan and 2022 operating budget, as identified within the budget package.

Discussion items included:

- WCB premiums - what are WCB premiums?
- NRC building costs - will be brought forward to future workshop to discuss the plan.

Administration - County Manager's office

General Manager Renee Klimosko provided an overview of the County Manager's 2022 operational plan and 2022 operating budget, as identified within the budget package.

Discussion items included:

- Leduc County website - is there an increase of residents signing on through the website for subscription of topics that are of interest (newsletter strategy). Identify the submissions and sign-ups.

Administration - Finance

Director of Finance Natasha Wice provided an overview of Finance 2022 operational plan and 2022 operating budget, as identified within the budget package.

2022 Administration - Fees & Charges

General Manager Renee Klimosko presented the 2022 Administration Fees & Charges.

In-Camera session

B01-21 Councillor Lewis -- that Leduc County Council meet In-Camera in accordance with Section 24(1) *Freedom of Information and Protection of Privacy Act* (F.O.I.P.) to discuss earnings and benefits information.

Carried Unanimously

The in-camera session commenced at 2:37 p.m.

Recess

The meeting recessed at 2:38 p.m. and reconvened at 2:42 p.m. with Mayor Tanni Doblanko as Chair and Council members Rick Smith, Kelly-Lynn Lewis, Kelly Vandenberghe, Larry Wanchuk, Glenn Belozar and Ray Scobie present.

Other attendees

- Duane Coleman, County Manager
- Renee Klimosko, General Manager - Financial and Corporate Services (*via livestream*)
- Natasha Wice, Director - Finance
- Joyce Gavan, Legislative Coordinator
- Michelle Edgerly, Executive Assistant - County Manager's office

Revert to council open session

B02-21 Councillor Belozar -- that the in-camera session revert to the open session.

Carried Unanimously

The in-camera session reverted to the open session of Council at 3:31 p.m.

Action items summary

Action items summary for Monday, November 29, 2021 includes the following:

- 1) 2022 New Initiatives:
 - a) The Fire Chief to provide a detailed breakdown of cost for FTEs at the Nisku District South Fire Station.
 - b) Last Link Incorporated Petroleum Dust Suppression to Country Residential Subdivisions - bring back to PWC for further consideration.
 - c) Township Road 510 - administration to analyze the design completed in 2021 and bring forward a plan to final budget.
- 2) 2022 Major Project Plan:
 - a) Kavanagh Landfill – administration to review opportunities for future use of this land once the reclamation is completed.
 - b) Nisku Water Facilities Fence Improvements – bring back further information.
 - c) Recreation and Parks master plan – administration to provide a status update on what has been completed to date on the 2006 Parks and Open Spaces master plan and the 2019 Vistas Parks and Open Spaces strategy.
 - d) Add the air handling unit at the Nisku Public Works shop within the building lifecycle maintenance – Nisku District North Fire Station and Nisku Public Works shop project (2022-MP-012) to the adjustment summary for further discussion.
- 3) 2022 Capital Project Plan:
 - a) Replacement of quad (2022-CP-009) – administration to review whether to swap out with another one currently within a different department.
 - b) BF 72265 RR 264 BTW TWP 500 and TR 502 - bring back further information.
 - c) BF 02099 TWP 492 BTW RR 13 and HWY 778 - bring back further information.
- 4) 2023-2032 Long Range plan:

- a) Genesee ASP update - scheduled for 2025 - could this be considered sooner than 2025 - bring to table sooner and move other items in light of Economic Development Western Diversification.
- b) South Devon ASP - scheduled for 2026 - with completion of HWY 19, industrial area may commence sooner - bring to table and move other items
- 5) 2022 Operating budgets:
 - a) Corporate Services
 - i. WCB premiums – bring back further information.
 - ii. NRC facility – bring back further information to a workshop.
 - b) County Manager's Office
 - i. Communications – bring back further information on website sign-ups

Recess sitting

Mayor Doblanko recessed the sitting of the 2022 budget meeting until Wednesday, December 1, 2021, commencing at 9:30 a.m.

The 2022 budget meeting recessed at 3:34 p.m.

Meeting reconvened

The meeting reconvened at 9:30 a.m. on Wednesday, December 1, 2021 by Mayor Tanni Doblanko as Chair and Council members Rick Smith, Kelly-Lynn Lewis, Kelly Vandenberghe, Larry Wanchuk, Glenn Belozer and Ray Scobie present.

Other attendees

- Duane Coleman, County Manager
- Rick Thomas, Deputy County Manager
- Renee Klimosko, General Manager - Financial and Corporate Services
- Natasha Wice, Director - Finance
- Brooke Fair, Manager - Financial Services
- Grant Bain, Director - Planning and Development
- Lynn White, Executive Assistant / Recording Secretary
- Michelle Edgerly, Executive Assistant

Review/general discussion

General Manager Renee Klimosko provided an overview of the first budget day, with the following responses to action items from November 29, 2021:

- 1) Council suggested they wanted more Family and Community Support Services and Parks and Recreation updates; scheduled on the January 25, 2022 Workshop.
- 2) There are discussions taking place regarding the potential to switch equipment between Enforcement and Agricultural Services (e.g., quad). More information will be provided at the Budget meeting on Monday, December 6, 2021.
- 3) WCB premiums for 2021 are \$217,600.
- 4) Plans for the Nisku Recreation Centre building will be presented at the December 14, 2021 Council Workshop.
- 5) Website participation:
 - 128 subscribers have signed up for Leduc County distribution lists via pop-up subscription form.
 - 2 subscribers for the "Public participation opportunities" page on the website.
 - 12 subscribers for website notices categorized as "public participation opportunities".
 - 49 subscribers to our public participation newsletter lists.

Will continue to encourage people to participate/sign up.

Ms. Klimosko indicated that notes have been captured on the adjustment summary which will be dealt with at the Budget meeting on Monday, December 6, 2021.

Planning and Development

Director of Planning and Development Grant Bain presented the 2022 Planning and Development budget information, highlighting the following:

1. 2022 Planning & Development Operational Plan
2. 2022 Planning & Development Operating budget
 - What would the cost be of purchasing appropriate signage for some permitted work (e.g., large construction sites) taking place in the County?
 - What are the KPI's for the return on the investment for the \$1.5 million Air Services Opportunity Fund?
3. 2022 Fees & Charges - Planning & Development



Staff member Broadbent

Director of Agricultural Services and Road Operations Garrett Broadbent entered the council chamber at 9:46 a.m.

Staff member Bain

Staff member Bain exited the council chamber at 10:00 a.m.

Agricultural Services

Director of Road Operations and Agricultural Services Garrett Broadbent presented the budget information for Agricultural Services, including the following:

1. 2022 Agricultural Services Operational Plan
2. 2022 Agricultural Services Operating budget
3. 2022 Agriculture Services Fees & Charges

Road Operations

Director of Road Operations and Agricultural Services Garrett Broadbent presented the budget information for Road Operations, including the following:

1. 2022 Road Operational Plan
2. 2022 Road Operations Operating budget

Discussion items included:

- Grader blades - so we know what the savings have been on the grader blades as a result of improved grading practices? Bring report back to Public Works Committee.
 - Street sweeping - present information at a future Public Works Committee meeting regarding street sweeping: locations of the street sweeping program and the boundaries for the program.
 - Further discussion on County graders vs. contract graders.
 - Concrete/asphalt recycling - provide an update at future Public Works Committee meeting on how the concrete/asphalt recycling programs works.
3. 2022 Road Operations Fees & Charges

Staff member Broadbent

Staff member Broadbent exited the Council chamber at 10:54 a.m.

Public Transit

Deputy County Manager Rick Thomas presented the 2022 Transit budget information, highlighting the following:

- Changes in budget have included service summary section for Leduc County Transit.
- Relates to termination of Joint Venture Agreement with City of Leduc which is anticipated for late 2022.
- Enhanced Transit routes to and from airport lands in partnership with Edmonton International Airport, the City of Leduc and the City of Leduc. Cost is split 50/50 with the City of Leduc (Route 747).
- Reduction is to align with actuals.
- City of Leduc operates Leduc Transit service.
- Have seen a reduction in ridership.



- On Demand service started in September 2021 - originally had two zones but found it was confusing for ridership so it was reduced to one zone.

1. 2022 Public Transit Operating budget

Discussion items included:

- Leduc County needs to prepare for transition with the impending termination of the Joint Venture Agreement with the City of Leduc and the start-up of the Edmonton Metropolitan Transit Service Commission. Funds for transition to the future service are reflected in the 2022 budget; propose a full time employee with duties shared between engineering and transit.

2. 2022 Transit Fees & Charges

Noon Recess

The meeting recessed at 11:08 a.m. and reconvened at 1:00 p.m. with Mayor Tanni Doblanko as Chair and Council members Rick Smith, Kelly-Lynn Lewis, Kelly Vandenberghe, Larry Wanchuk, Glenn Belozar and Ray Scobie present.

Other attendees

- Duane Coleman, County Manager
- Rick Thomas, Deputy County Manager
- Renee Klimosko, General Manager - Financial and Corporate Services
- Natasha Wice, Director - Finance
- Brooke Fair, Manager - Financial Services
- Dean Ohnysty, Director - Community Services
- Lynn White, Executive Assistant / Recording Secretary
- Michelle Edgerly, Executive Assistant

Parks and Recreation

Director Dean Ohnysty presented the Operational Plan for Parks and Recreation, Community development and Library support including the following:

1. 2022 Parks and Recreation Operational Plan

Discussion items included:

- Master Plan to be presented at a future Governance & Priorities meeting.

2. 2022 Parks and Recreation Operating budget

Discussion items included:

- Is there an opportunity to work with private partners / sponsorships for more comfort cabins at Wizard Lake - Jubilee Park Campground? Can we move the comfort cabins up on the Long Range Plan?

3. 2022 Fees & Charges - Parks and Recreation

- Add details about campground reservation cancellation fees to the Fees and Charges Bylaw.

Family and Community Support Services (FCSS)

Director Dean Ohnysty reviewed the budget information for the Family and Community Support Services (FCSS) department including the following:

1. 2022 FCSS Operational Plan



2. 2022 Operating budget
3. 2022 Fees & Charges - FCSS

Requests for sponsorships

Director of Community Services Dean Ohnysty provided the following overview of the 2022 requests for grants (sponsorships) to external organizations received to date:

| | <u>Requested</u> | <u>Proposed</u> |
|--|------------------|-----------------|
| 1) Alberta Dairy Congress | \$7,500 | \$7,500 |
| 2) Beaver Hills Biosphere (previously Beaver Hills Initiative) | \$10,000 | \$10,000 |
| 3) Canadian Energy Museum | \$25,000 | \$25,000 |
| 4) Drive Happiness | \$2,500 | \$1,500 |
| 5) Family Violence Prevention Team | \$6,000 | \$5,500 |
| 6) Leduc & District Food Bank Association | \$10,000 | \$10,000 |
| 7) Leduc & District Victim Services | \$8,750 | \$8,750 |
| 8) Leduc Black Gold – Pro Rodeo | \$3,000 | \$2,500 |
| 9) Leduc Community Health Foundation | \$1,750 | \$1,750 |
| 10) Leduc Regional Chamber of Commerce | \$58,216 | \$53,000 |
| 11) Leduc Regional Chamber of Commerce (Tourism) | \$30,000 | \$30,000 |
| 12) Leduc Regional Chamber of Commerce (Entrepreneurship Program) | \$20,000 | \$0 |
| 13) Rise-up House Society | \$5,000 | \$5,000 |
| 14) Society of Saint Vincent de Paul Association | \$2,000 | \$2,000 |
| 15) S.T.A.R.S. | \$7,500 | \$7,500 |
| 16) The HUB Association | \$6,000 | \$5,000 |
| 17) Thorsby Agricultural Society – Hay Maker Rodeo | \$500 | \$500 |
| 18) Wizard Lake Watershed Association | \$2,000 | \$2,000 |
| 19) Miscellaneous – Granting Committee | \$15,000 | \$15,000 |
| 20) *Nurse Practitioner Program | \$50,000 | \$50,000 |
| 21) **Seed Cleaning Plant | \$25,000 | \$25,000 |

* funded by Aggregate Levy Reserve (approved 2021 for 2 years)

** \$50,000 over 2 years (approved 2021)

Staff member Mryglod

Director of Engineering & Utilities Des Mryglod entered the Council chamber at 1:39 p.m.

Staff member Ohnysty

Staff member Ohnysty exited the Council chamber at 1:40 p.m.

Engineering

Director of Engineering & Utilities Des Mryglod presented the Engineering budget information for 2022 including the following:

1. 2022 Engineering Operational Plan
2. 2022 Engineering Operating budget
3. 2022 Fees & Charges - Engineering

Discussion items included:

- Advocate to Alberta Transportation to encourage them to repair their roads in our jurisdiction; Council to address with Ministers.
- Continue to move forward with agricultural plastics recycling program; may learn from other municipalities who already have programs in place.

Staff member Downey

Manager of Utilities Dean Downey entered the Council chamber at 1:56 p.m.

Utility Services

Director of Engineering & Utilities Des Mryglod and Manager of Utilities Dean Downey presented the Utility Services budget information for 2022 including the following:

1. 2022 Utilities Operational Plan

Discussion items included:

- Need to advocate for red tape reduction and water/wastewater servicing in higher density rural areas.
- High level corridor; Highway 625 corridor.

2. Organization Chart

3. Waste Management 2022 Operating Budget

4. Wastewater Collection 2022 Operating Budget

5. Water Distribution 2022 Operating Budget

6. 2022 Fees & Charges - Utilities

Discussion items included:

- Add Nisku hamlet to Fees and Charges description for curbside pick-up.
- Add \$0.09 to hydrant fees.
- Add \$0.09 to the bulk water rate.

Staff members Mryglod and Downey

Staff members Mryglod and Downey exited the Council chamber at 3:11 p.m.

Action items summary

Action items summary for Wednesday, December 1, 2021 includes the following:

- 1) Signage for Permitted Construction Work:
 - a) What would the cost be for purchasing appropriate signage for some permitted work taking place in the County?
- 2) Air Services Opportunity Fund:
 - a) What are the KPI's for the return on the investment for the \$1.5 million to the Air Services Opportunity Fund?
 - b) Action item identified within the Corporate plan.
 - c) Updates to be provided during quarterly reporting.
- 3) Grader Blades:
 - a) Do we know what the savings have been on the grader blades as a result of improved grading practices.
 - b) Bring report back to a future Public Works Committee meeting.
 - c) Action item identified within the Roads Operations operational plan.

- d) Updates to be provided during quarterly reporting.
- 4) Street Sweeping:
 - a) Council would like information brought to a future Public Works Committee meeting on street sweeping.
 - b) Council would like to know the locations of the street sweeping program and the boundaries for the program.
- 5) Graders:
 - a) Council would like to discuss County graders vs. contract graders.
- 6) Concrete/Asphalt Recycling:
 - a) Provide an update to a future Public Works Committee on how the concrete/asphalt recycling programs.
 - b) Last link - bring back the last link program for discussion on Monday, December 6, 2021 Budget meeting.
- 7) Parks & Recreation - Fees and Charges:
 - a) Add details about cancellation fees to the Fees and Charges Bylaw.
- 8) Comfort Cabins:
 - a) Can we work with private partnerships/sponsorships.
 - b) Should we move comfort cabins up on the Long Range Plan.
 - i) To be looked at during the 2023 long range plan process.
- 9) Advocacy:
 - a) Need to advocate for red tape reduction and water/wastewater servicing in higher density rural areas.
 - b) High level corridor, Highway 625 corridor.
 - c) Need to advocate to Alberta Transportation to fix their roads within the Leduc County region.

Recess sitting

Mayor Doblanko recessed the sitting of the 2022 budget meeting until Monday, December 6, 2021, commencing at 9:30 a.m.

The 2022 budget meeting recessed at 3:11 p.m.



Meeting reconvened

The meeting reconvened at 9:30 a.m. on Monday, December 6, 2021 by Mayor Tanni Doblanko as Chair and Council members Rick Smith, Kelly-Lynn Lewis, Kelly Vandenberghe, Larry Wanchuk, Glenn Belozar and Ray Scobie present.

Other attendees

- Duane Coleman, County Manager
- Rick Thomas, Deputy County Manager
- Renee Klimosko, General Manager - Financial and Corporate Services
- Natasha Wice, Director - Finance
- Brooke Fair, Manager - Financial Services
- Clarence Nelson, Director - Enforcement Services
- Keven Lefebvre, Fire Chief
- Lynn White, Executive Assistant / Recording Secretary
- Michelle Edgerly, Executive Assistant

Review/general discussion

General Manager Renee Klimosko indicated that she will provide an overview later in the morning in response to action items from December 1, 2021.

Enforcement Services

Director Clarence Nelson presented the Enforcement budget information including the following:

1. 2022 Enforcement Services Operational Plan
2. 2022 Enforcement Services Operating budget
3. 2022 Fees and Charges Enforcement Services

Discussion items included:

- Add water patrols at Coal Lake to the list and report back at a future Protective Services Committee meeting.
- At a future Regular Council meeting, provide comparative results of locations of electronic speed counters vs. traffic tickets.

Staff member Nelson

Staff member Nelson exited the council chamber at 10:00 a.m.

Fire Services

Fire Chief Keven Lefebvre presented the Fire Services budget information including the following:

1. 2022 Fire Services Operational Plan
2. 2022 Fire Services Operating budget
3. 2022 Fees and Charges – Fire Services

Discussion items included:

- Provide copy of the draft Fire Services Cost Sharing Agreement between Leduc County and the Village of Warburg at a future Regular Council in-camera session.
- Investigate opportunity to work with Parks and Recreation on a possible youth leadership program.



- Investigate introducing the Fire Smart program in Leduc County. Is there opportunity to work with Planning and Development to provide information to residents when they apply for building permits.
- Provide information to Council on who sets the standards for equipment and how this affects insurance and the impacts to businesses in Leduc County and their ability to insure themselves.

Staff member Lefebvre

Staff member Lefebvre exited the council chamber at 10:36 a.m.

Legislative Services, Fiscal Services and General Non-Departmental; and Requisition Expenditures

Director of Finance Natasha Wice reviewed the following proposed budgets:

1. 2022 Legislative Operating budget
2. Fiscal Services and General Non-Departmental
3. Requisition Expenditures

Recess

The meeting recessed at 10:43 a.m. and reconvened at 10:50 a.m. with Mayor Tanni Doblanko as Chair and Council members Rick Smith, Kelly-Lynn Lewis, Kelly Vandenberghe, Larry Wanchuk, Glenn Belozar and Ray Scobie present.

Other attendees

- Duane Coleman, County Manager
- Rick Thomas, Deputy County Manager
- Renee Klimosko, General Manager - Financial and Corporate Services
- Natasha Wice, Director - Finance
- Brooke Fair, Manager - Financial Services
- Lynn White, Executive Assistant / Recording Secretary
- Michelle Edgerly, Executive Assistant

Review of adjustment summary

General Manager Renee Klimosko provided a review of the adjustment summary from 2021 final to 2022 interim:

1. Building Life Cycle Maintenance - N. District Nisku Fire Station and Nisku Public Works Shop:
 - Administration recommends keeping this item in the interim budget for an air handling unit. This project was evaluated through the Risk Matrix and it was rated medium to high risk for meeting deliverables. Council agreed to keep it in the interim budget.
2. Replacement of Quad:
 - Administration recommends removing it from the 2022 interim budget. Council agreed to remove it from the budget.
3. Nisku Water Facilities Fence improvements:
 - Administration recommends removing it from the 2022 interim budget. Council suggests that Administration secure quotes for exact scope of work. Council agreed to remove it from the adjustment list.
4. Last Link Incorporated Petroleum Dust Suppression to Country Residential Subdivisions program:



- Administration showed this program under the line. Council agreed to discuss program at a future Public Works Committee meeting.

Action Item:

1. Last Link Incorporated Petroleum Dust Suppression to Country Residential Subdivisions program: agenda item for discussion at a future Public Works Committee meeting.

Bylaw No. 19-21 - 2022 Fees & Charges (excluding Utilities) and Repeal Bylaw No. 17-20

B03-21 Councillor Smith -- that Bylaw No. 19-21 be given first reading to establish the 2022 Fees & Charges schedule (excluding utilities) and that Bylaw No. 17-20 be repealed, effective January 1, 2022.

Carried Unanimously

B04-21 Councillor Belozor -- that Bylaw No. 19-21 be given second reading.

Carried Unanimously

B05-21 Councillor Wanchuk -- that Bylaw No. 19-21 be given third reading with the unanimous consent of the council members present.

Carried Unanimously

B06-21 Councillor Lewis -- that Bylaw No. 19-21 be given third reading.

Carried Unanimously

Bylaw No. 20-21 - 2022 Utilities Fees & Charges and Repeal Bylaw No. 05-21

B07-21 Councillor Lewis -- that Bylaw No. 20-21 be given first reading to establish the 2022 Utilities Fees & Charges schedule and that Bylaw No. 05-21 be repealed, effective January 1, 2022.

Carried Unanimously

B08-21 Councillor Scobie-- that Bylaw No. 20-21 be given second reading.

Carried Unanimously

B09-21 Councillor Smith -- that Bylaw No. 20-21 be given third reading with the unanimous consent of the council members present.

Carried Unanimously

B10-21 Councillor Belozor -- that Bylaw No. 20-21 be given third reading.

Carried Unanimously

Noon Recess

The meeting recessed at 11:42 a.m. and reconvened at 1:00 p.m. with Mayor Tanni Doblanko as Chair and council members Rick Smith, Kelly-Lynn Lewis, Kelly Vandenberghe, Larry Wanchuk, Glenn Belozor and Ray Scobie present.

Other attendees

- Duane Coleman, County Manager
- Rick Thomas, Deputy County Manager
- Renee Klimosko, General Manager - Financial and Corporate Services
- Natasha Wice, Director - Finance



- Lynn White, Executive Assistant / Recording Secretary
- Michelle Edgerly, Executive Assistant

Adjustment summary from 2021 final to 2022 interim

B11-21 Councillor Vandenberghe -- that Leduc County Council approves the adjustment summary from 2021 final to 2022 interim as follows:

- Removal of Replacement of Quad
- Nisku Water Facilities Fence Improvements - subject to quote
- Last Link Incorporated Petroleum Dust Suppression to Country Residential Subdivisions program - with an additional \$242,471 added to budget

Lost

Pro: Councillors Lewis and Vandenberghe

Con: Mayor Doblanko, Councillors Smith, Wanchuk, Belozar and Scobie

B12-21 Councillor Smith - that Leduc County Council approves the adjustment summary from 2021 final to 2022 interim as follows:

- Removal of Replacement of Quad
- Nisku Water Facilities Fence Improvements - subject to quote
- Last Link Incorporated Petroleum Dust Suppression to Country Residential Subdivisions program - with an additional \$115,000 added to budget

Carried Unanimously

Multi-year projects by Council resolution

B13-21 Mayor Doblanko -- that Leduc County Council approves the multi-year projects by Council resolution as follows:

- The procurement and replacement of a fire engine for \$825,000; \$412,500 in 2022 and \$412,500 in 2023.

Carried Unanimously

B14-21 Councillor Vandenberghe -- that Leduc County Council approves the 2022 facility funding of \$230,450 as follows:

| | |
|---------------------------------------|----------|
| Willow Creek Community Association | \$ 5,000 |
| Wilton Park Community Association | \$ 5,000 |
| Glen Park Community Association | \$ 5,000 |
| Telford Community Club | \$ 5,000 |
| New Humble Parent's Group | \$ 2,500 |
| Strawberry District Society | \$ 5,000 |
| Telfordville Community Centre | \$ 5,000 |
| Morrowdale Community Centre | \$ 5,000 |
| Centre Lodge Community Centre | \$ 1,700 |
| Sandholm Pigeon Lake Drifters Society | \$ 5,000 |
| Looma Good Deed Association | \$ 5,000 |
| Rolly View Community Association | \$ 5,000 |
| Cloverlawn Community Centre | \$ 5,000 |
| Sunnybrook Athletic Association | \$ 5,000 |
| Genesee Agricultural Society | \$ 5,000 |

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|----------------------------------|-----------|
| Leduc West Antique Society | \$ 5,000 |
| Rundle's Mission Society | \$ 5,000 |
| Calmar Agricultural Society | \$ 37,500 |
| New Sarepta Agricultural Society | \$ 90,000 |
| Thorsby Agricultural Society | \$ 18,750 |
| Beaumont Agricultural Society | \$ 5,000 |

Carried Unanimously

Interim budget approval

B15-21 Councillor Smith -- that Leduc County council approves the 2022 interim budget of \$111,135,609 which includes operating fund expenditures of \$85,272,127 and capital fund expenditures of \$25,863,482.

Carried Unanimously

Adjournment

B16-21 Mayor Doblanko -- that the 2022 budget meeting be adjourned.

Carried Unanimously

The Special Council meeting adjourned at 1:37 p.m.



County Manager



Mayor