

2020 BUDGET MEETING
LEDUC COUNTY
A G E N D A (subject to change)

MONDAY, NOVEMBER 25, 2019

9:30 - 4:30

	<u>Department/Area</u>	<u>Administration Staff</u>
9:30 – 11:15	1) Opening Remarks 2) Budget Guidelines ○ Tab 2 3) Overview of new service-based budget documents 4) Corporate Plan ○ Tab 3 5) Budget Overview ○ Tab 4 – Consolidated Budget ○ Tab 5 – Tax Dollar Requirement ○ Tab 6 – 2020-2023 Operating Financial Plan 6) Earnings and Benefits Information a. FTE Revision Summary b. Earnings and Benefits Summary ○ Tab 7 7) Reserve Schedules ○ Tab 8	<i>Duane Coleman</i> <i>Renee Klimosko</i> <i>Rick Thomas</i> <i>Natasha Wice</i>
11:15 – 12:00	8) Requests for Sponsorships ○ Tab 13 – General Administration - General	<i>Rick</i> <i>Dean Ohnysty</i>
12:00 - 1:30	NOON RECESS	
1:30 – 2:00	9) Legislative ○ Tab 19 10) Fiscal Services and General Non-Departmental ○ Tab 18 11) Requisition Expenditures ○ Tab 24	<i>Natasha</i>
2:00 - 4:30	12) New Initiatives Plan ○ Tab 10 13) Major and Capital Project Plans ○ Tab 11 14) Long Range Major and Capital Project Plans ○ Tab 12	<i>Renee</i>

2020 BUDGET MEETING
A G E N D A (subject to change)

WEDNESDAY, NOVEMBER 27, 2019

9:30 - 4:30

	<u>Department/Area</u>	<u>Administration Staff</u>
9:30 – 9:45	1) Review/General Discussion	<i>Duane / Renee / Rick</i>
9:45 – 12:00	2) Utility Services <ul style="list-style-type: none">○ Tab 25 – Wastewater Collection○ Tab 26 – Waste Management○ Tab 27 – Water Distribution 3) Fees & Charges - Utilities <ul style="list-style-type: none">○ Tab 9 – 2020 Fees & Charges (Utilities)	<i>Des Mryglod / Dean Downey</i>
12:00 - 1:30	NOON RECESS	
1:30 - 2:30	4) Planning and Development (P&D) <ul style="list-style-type: none">○ Tab 21 - Planning & Development○ Tab 9 - 2020 Fees & Charges, P&D (p. 12)	<i>Grant Bain</i>
2:30 – 3:00	5) Enforcement Services <ul style="list-style-type: none">○ Tab 15 – Enforcement Services○ Tab 9 – 2020 Fees & Charges, Enforcement Services (p. 6)	<i>Clarence Nelson</i>
3:00 - 3:30	6) Agricultural Services <ul style="list-style-type: none">○ Tab 14 – Agricultural Services○ Tab 9 – 2020 Fees & Charges, Agricultural Services (p. 5)	<i>Garett Broadbent</i>
3:30 – 4:00	7) Public Transit <ul style="list-style-type: none">○ Tab 22 – Public Transit○ Tab 9 – 2020 Fees & Charges, Transit (p. 22)	<i>Rick Thomas</i>

2020 BUDGET MEETING
A G E N D A (subject to change)

MONDAY, DECEMBER 2, 2019

9:30 - 4:30

	<u>Department/Area</u>	<u>Administration Staff</u>
9:30 – 9:45	1) Review/General Discussion	<i>Duane / Renee / Rick</i>
9:45 – 12:00	2) Public Works - Engineering <ul style="list-style-type: none">○ Tab 23 – Public Works – Engineering○ Tab 9 – 2020 Fees and Charges, PW & Engineering (p. 20) 3) Public Works –Road Operations <ul style="list-style-type: none">○ Tab 23 – Public Works – Road Operations○ Tab 9 – 2020 Fees and Charges, PW & Engineering (p. 20)	<i>Des Mryglod</i> <i>Garett Broadbent/ Des Mryglod</i>
12:00 - 1:30	NOON RECESS	
1:30 - 2:30	4) Parks and Recreation (P&R) <ul style="list-style-type: none">○ Tab 20 – Parks and Recreation○ Tab 9 – 2020 Fees & Charges, P&R (p. 10)	<i>Dean Ohnysty</i>
2:30 - 3:00	5) Family and Community Support Services (FCSS) <ul style="list-style-type: none">○ Tab 16 – FCSS○ Tab 9 – 2020 Fees & Charges, FCSS (p. 7)	<i>Dean Ohnysty</i>
3:00 - 3:30	6) Fire Services <ul style="list-style-type: none">○ Tab 17 – Fire Services○ Tab 9 – 2020 Fees & Charges, Fire Services (p. 8)	<i>Keven Lefebvre</i>
3:30 - 4:00	7) Major and Capital Project Plans <ul style="list-style-type: none">○ Tab 11	<i>Renee</i>

2020 BUDGET MEETING
A G E N D A (subject to change)

WEDNESDAY, DECEMBER 4, 2019
9:30 - 4:30

	<u>Department/Area</u>	<u>Administration Staff</u>
9:30 – 9:45	1) Review/General Discussion	<i>Duane / Renee / Rick</i>
9:45 – 12:00	2) General Government Administration - Overview <ol style="list-style-type: none">a. Tab 13 – Assessmentb. Tab 13 – Corporate Servicesc. Tab 13 – Financed. Tab 13 – County Managere. Tab 9 – 2020 Fees & Charges, Administration (p.1)	<i>Renee Karen Burnand Roseanne Hall Natasha Wice Duane</i>
12:00 - 1:30	NOON RECESS	
1:30 – 4:30	<ol style="list-style-type: none">3) Assessment Projection4) Approval of Bylaw – Fees & Charges (excluding Utilities)<ol style="list-style-type: none">o Tab 95) Approval of Bylaw – Utilities Fees & Charges<ol style="list-style-type: none">o Tab 96) Review Budget Adjustments7) Interim Budget Approval	<i>Karen Burnand Duane / Renee / Rick Dean Downey</i>
4:30	ADJOURNMENT	

MINUTES OF THE SPECIAL (BUDGET) COUNTY COUNCIL MEETING, LEDUC COUNTY HELD ON NOVEMBER 25th, 27th, DECEMBER 2nd and 4th, 2019 IN THE COUNCIL CHAMBER OF THE COUNTY CENTRE BUILDING, NISKU, ALBERTA.

Order and Roll Call

The meeting was called to order at 9:30 a.m., Monday, November 25, 2019 by Mayor Tanni Doblanko as Chair with Council members Rick Smith, Kelly-Lynn Lewis, Kelly Vandenberghe, Larry Wanchuk and Ray Scobie present. Councillor Glenn Belozor was absent due to medical leave.

Also present were

- Duane Coleman, County Manager
- Rick Thomas, Deputy County Manager
- Renee Klimosko, General Manager of Financial and Corporate Services
- Natasha Wice, Director of Finance
- Brooke Fair, Manager of Financial Services
- Joyce Gavan, Recording Secretary

Acceptance of Agenda

B01-19 Councillor Smith – that the agenda for the Special County Council Meeting - 2020 Municipal Budget, be accepted as circulated.

Carried Unanimously

Opening Remarks

Duane Coleman, County Manager, provided opening remarks introducing the proposed budget for 2020.

Budget Guidelines

Renee Klimosko, General Manager, provided an overview of the budget process and reviewed the following as identified within the budget binders.

1. 2020 Budget Guidelines

Mr. Thomas

Mr. Thomas exited the council chamber at 10:03 a.m.

2. Overview of New Service-Based Budget Documents
3. 2020 Corporate Plan
4. Budget Overview

Recess

The meeting recessed at 10:32 a.m. and reconvened at 10:42 a.m. with Mayor Tanni Doblanko as Chair and Council members Rick Smith, Kelly-Lynn Lewis, Kelly Vandenberghe, Larry Wanchuk, and Ray Scobie present.

Also present were:

- Duane Coleman, County Manager
- Rick Thomas, Deputy County Manager
- Renee Klimosko, General Manager of Financial and Corporate Services



- Natasha Wice, Director of Finance
- Brooke Fair, Manager of Financial Services
- Joyce Gavan, Recording Secretary

General Manager Klimosko continued the review of the following as identified within the budget binders:

5. Earnings & Benefits Information

The following items were flagged for further discussion with respect to the earnings and benefits information:

- 0.50 position - Health & Safety Field Advisor (Seasonal)

6. Reserves Schedules

Mr. Ohnysty

Dean Ohnysty, Director of Community Services, entered the council chamber at 11:15 a.m.

Requests for Sponsorships

Dean Ohnysty, Director of Community Services, provided an overview of the 2020 requests for sponsorship received to date as follows:

	<u>Requested</u>	<u>Proposed</u>
1) Alberta Dairy Congress	\$7,500	\$7,500
2) Battle River Watershed Alliance	\$0	\$758
3) Beaumont Agricultural Society – Rural Roots Fair	\$1,200	\$1,200
4) Beaver Hills Initiative	\$10,000	\$10,000
5) Leduc Community Health Foundation	\$1,750	\$1,750
6) Family Violence Prevention Team	\$5,000	\$5,000
7) Leduc & District Food Bank Association	\$10,000	\$10,000
8) Leduc & District Victim Services	\$8,750	\$8,750
9) Leduc Black Gold – Pro Rodeo	\$2,500	\$2,500
10) Leduc Regional Chamber of Commerce	\$58,000	\$58,000
11) Leduc Regional Chamber of Commerce (Tourism)	\$50,000	\$50,000
12) North Saskatchewan Watershed Alliance	\$6,890	6,890
13) Pigeon Lake Chamber of Commerce	\$0	\$0
14) The HUB Association	\$5,000	\$5,000
15) Rise-up House Society	\$11,000	\$5,000
16) River Valley Alliance	\$10,000	\$10,000
17) Society of Saint Vincent de Paul Association	\$2,000	\$2,000
18) S.T.A.R.S.	\$7,500	\$7,500
19) Thorsby Agricultural Society – Hay Maker Rodeo	\$500	\$500
20) Miscellaneous – Granting Committee	\$15,000	\$15,000

The following requests for sponsorship are flagged for further consideration:

- Battle River Watershed Alliance
- Beaver Hills Initiative
- Family Violence Prevention Team – more information
- Leduc & District Food Bank Association
- Leduc Regional Chamber of Commerce (tourism)
- River Valley Alliance

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Noon Recess

The meeting recessed for noon at 11:46 a.m. and reconvened at 1:30 p.m. with Mayor Tanni Doblanko as Chair and Council members Rick Smith, Kelly-Lynn Lewis, Kelly Vandenberghe, Larry Wanchuk, and Ray Scobie present.

Also present were:

- Duane Coleman, County Manager
- Rick Thomas, Deputy County Manager
- Renee Klimosko, General Manager of Financial and Corporate Services
- Natasha Wice, Director of Finance
- Brooke Fair, Manager of Financial Services
- Joyce Gavan, Recording Secretary

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

Natasha Wice, Director of Finance, reviewed the following proposed budgets:

1. Legislative
 - Include as part of quarterly reporting the conference, convention attendance and costs thereof.
2. Fiscal Services and General Non-Departmental
3. Requisition Expenditures

New Initiatives Plan

Renee Klimosko presented the new initiatives plan as follows:

1. Street Sweeping, Public Works 2020-NI-001

The following clarification is to be provided:

 - Which hamlets and subdivisions were provided street sweeping; define the scope of the program.
2. Government Meeting Software 2020-NI-002
3. Regional Transit Service Commission (RTSC) 2020-NI-003
4. Mayor Remuneration Adjustment 2020-NI-004
 - This will be reflected within the adjustment summary.

Major & Capital Project Plans

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

1. Municipal Sustainability Initiative (MSI) Grant – given allocation by provincial government however an application must be submitted plus a final report back to the province how the funds were spent. As of 2022, MSI funding will be eliminated. The Local Government Fiscal Framework program will be introduced to replace MSI in 2022.

2. Administration will provide a summary of capital plan and funding for 2019 vs. 2020.

2020 Major Project Plans

Mrs. Klimosko reviewed the Major Project Plans, highlighting the following:

1. Wet Weather Plan Management Plan Nisku Sewer 2020-MP-001
2. Cyber Security Mitigation 2020-MP-002
3. Beaumont Aquafit Contributions 2020-MP-003
4. Recreation Cost Share Capital Contributions 2020-MP-004
5. Building Lifecycle Maintenance 2020-MP-005
6. IT Strategic Plan – Year 1 Recommendations 2020-MP-006
7. Nisku Fire Station Lighting Upgrades 2020-MP-007
8. Warburg EMS Trailer Renovations 2020-MP-008
9. Nisku East Water Reservoir Wastewater Disposal Improvement 2020-MP-009
10. Grader Operating Training 2020-MP-010
11. Transportation Master Plan 2020-MP-011

2020 Capital Project Plans

Mrs. Klimosko reviewed the Capital Project Plans, highlighting the following:

1. Utilities SCADA Upgrade
2. Purchase New Light Truck – Replacement
3. Leduc County Fire Services East District Fire Station

Further discussion is required on November 27th on the East District Fire Station.

Recess

The meeting recessed at 3:06 p.m. and reconvened at 3:12 p.m. with Mayor Tanni Doblanko as Chair and Council members Rick Smith, Kelly-Lynn Lewis, Kelly Vandenberghe, Larry Wanchuk, and Ray Scobie present.

Also present were:

- Duane Coleman, County Manager
- Rick Thomas, Deputy County Manager
- Renee Klimosko, General Manager of Financial and Corporate Services
- Natasha Wice, Director of Finance
- Brooke Fair, Manager of Financial Services
- Joyce Gavan, Recording Secretary

2020 Road Program

Mrs. Klimosko reviewed the 2020 Road Program with Council members, highlighting the following:

1. Clover Lawn Road - Highway 616 to Hwy 623
2. Township Road 510 between Spine Road and Range Road 243N

Councillor Vandenberghe

Councillor Vandenberghe exited the council chamber at 3:34 p.m. for personal reasons.

2020 Bridge Program

Mrs. Klimosko reviewed 2020 Bridge Program projects with Council members.



Long Range Capital Project Plan – Funding Gap Analysis

Mrs. Klimosko reviewed Long Range Capital Project Plan – Funding Gap Analysis with council members.

Action Items Summary

Action items summary for Monday, November 25, 2019 included the following:

- 1) Which hamlets and subdivisions were provided street sweeping and define the scope of the program.
- 2) Clarification is required with respect to options on how to proceed with the Leduc County Fire Services East District Fire Station e.g. RFP, standard of building.
- 3) Township Road 510 project flagged for further discussion.

Recess Sitting

Mayor Doblanko recessed the sitting of the Special County Council meeting until Wednesday, November 27, 2019, commencing at 9:30 a.m.

The Special (Budget) County Council meeting recessed at 3:46 p.m.

Meeting Reconvened

The meeting reconvened at 9:30 a.m., Wednesday, November 27, 2019 by Mayor Tanni Doblanko as Chair and Council members Rick Smith, Kelly-Lynn Lewis, Kelly Vandenberghe, Larry Wanchuk, and Ray Scobie present. Councillor Glenn Belozor was absent due to medical leave.

Also present were:

- Duane Coleman, County Manager
- Rick Thomas, Deputy County Manager
- Renee Klimosko, General Manager of Financial and Corporate Services
- Natasha Wice, Director of Finance
- Brooke Fair, Manager of Financial Services
- Joyce Gavan, Recording Secretary
- Des Mryglod, Director of Engineering & Utilities

Review/General Discussion

Mrs. Klimosko provided an overview of the first budget day, with the following responses to action items from November 25th:

1. Review of items added to the budget adjustment summary.

Mayor Doblanko asked for further discussion on the Fire Services East District Fire Station (Capital Project 2020-CP-015) e.g. RFP, standard of building. Clarification was provided with respect to the budget being similar to the Calmar fire station. It was determined a budget adjustment be recorded on the adjustment summary.

Mr. Downey

Dean Downey, Utilities Manager, entered the council chamber at 9:38 a.m.

Utility Services

Des Mryglod, Director of Engineering & Utilities and Dean Downey, Utilities Manager, presented the Utility Services Plan for 2020 including the following:

1. Wastewater Collection 2020 Operating Budget
2. Waste Management 2020 Operating Budget
3. Water Distribution 2020 Operating Budget
4. 2020 Fees & Charges - Utilities

Discussion items included:

- How many businesses within Nisku tie into the wastewater line – to be brought back to PWC meeting.
- Bring back a report to the Public Works Committee on the 2020 comparative utility rates.
- Look at renegotiating with the Airport the agreement relating to wastewater rates.
- Provide a copy of household affordability handout, as presented to council.

Recess

The meeting recessed at 10:46 a.m. and reconvened at 10:55 a.m. with Mayor Tanni Doblanko as Chair and Council members Rick Smith, Kelly-Lynn Lewis, Kelly Vandenberghe, Larry Wanchuk and Ray Scobie present.

JD

Also present were:

- Duane Coleman, County Manager
- Rick Thomas, Deputy County Manager
- Renee Klimosko, General Manager of Financial and Corporate Services
- Natasha Wice, Director of Finance
- Brooke Fair, Manager of Financial Services
- Joyce Gavan, Recording Secretary
- Des Mryglod, Director of Engineering & Utilities
- Dean Downey, Manager of Utilities

Des Mryglod, Director of Engineering & Utilities and Dean Downey, Utilities Manager, continued their presentation for the Utility Services Plan for 2020 – Water Distribution.

Messrs. Mryglod and Downey

Messrs. Mryglod and Downey exited the council chamber at 11:12 a.m.

Public Transit

Rick Thomas, Deputy County Manager, presented the 2020 Operating Budget, highlighting the following:

1. 2020 Public Transit Budget
2. 2020 Transit Fees & Charges

Noon Recess

The meeting recessed for noon at 11:34 a.m. and reconvened at 1:30 p.m. with Mayor Tanni Doblanko as Chair and Council members Rick Smith, Kelly-Lynn Lewis, Kelly Vandenberghe, Larry Wanchuk and Ray Scobie present.

Also present were:

- Duane Coleman, County Manager
- Rick Thomas, Deputy County Manager
- Renee Klimosko, General Manager of Financial and Corporate Services
- Natasha Wice, Director of Finance
- Brooke Fair, Manager of Financial Services
- Grant Bain, Director of Planning & Development
- Jordan Evans, Manager of Regional and Long Range Planning
- Steve Neff, Manager of Safety Codes
- Joyce Gavan, Recording Secretary

Planning and Development

Grant Bain, Director, presented the 2020 Operating Plan for the Planning & Development Department including the following:

- Planning & Development 2020 Operational Plan

Messrs. Nelson and Patterson

Clarence Nelson, Director of Enforcement and Andy Patterson, Peace Officer, entered the council chamber at 1:35 p.m.



- 2020 Operating Budget
- 2020 Fees & Charges, Planning & Development

Discussion items included the following:

- Economic Development opportunities
- Safety Codes – administration to provide information on what the lag time is for inspections for home and industrial.

Messrs. Bain, Evans and Neff

Messrs. Bain, Evans and Neff exited the council chamber at 1:53 p.m.

Messrs. Broadbent and Van Beers

Garett Broadbent, Director of Agricultural Services & Road Operations; and Aaron Van Beers, Manager of Agricultural Services, entered the Council Chamber at 1:54 p.m.

Enforcement Services

Clarence Nelson, Director, presented the Enforcement Services Operational Plan including:

- Enforcement Services 2020 Operational Plan
- 2020 Operating Budget for Bylaw and Animal Control, Enhanced Policing, Regional Training, Traffic Safety
- 2020 Fees and Charges Enforcement Services

Messrs. Nelson and Patterson

Messrs. Nelson and Patterson exited the council chamber at 2:18 p.m.

Agricultural Services

Garett Broadbent, Director of Agricultural Services & Road Operations; and Aaron Van Beers, Manager of Agricultural Services, presented the Agricultural Services 2020 - 2022 Department Operational Plan, highlighting the following:

1. Agricultural Services 2020 Operational Plan
2. 2020 Operating Budget – Agriculture, Drainage Services, Crop Pest Control, Equipment Maintenance and Fabrication, Local Food and Horticulture, Roadside Vegetation Management, Sustainable Agriculture Program, Weed Control, Wild Animal Pest Control
3. 2020 Agriculture Services Fees & Charges

Messrs. Broadbent and Van Beers

Messrs. Broadbent and Van Beers exited the Council Chamber at 2:52 p.m.

Action Items Summary

Action Items Summary for Wednesday, November 27, 2019 included the following:

- 1) How many businesses within Nisku tie into the wastewater line – to be brought back to PWC meeting.
- 2) Bring back a report to the Public Works Committee on the 2020 comparative utility rates.
- 3) Look at renegotiating with the Airport the agreement relating to wastewater rates.
- 4) Provide a copy of household affordability handout, as presented to council.
- 5) Economic Development opportunities to be brought forward in 2020.

JD

Recess Sitting

Mayor Doblanko recessed the sitting of the Special (Budget) County Council meeting until Monday, December 2, 2019, commencing at 9:30 a.m.

The Special (Budget) County Council meeting recessed at 2:53 p.m.

Meeting Reconvened

The meeting reconvened at 9:30 a.m., Monday, December 2, 2019 by Mayor Tanni Doblanko as Chair and Council members Rick Smith, Kelly-Lynn Lewis, Kelly Vandenberghe Larry Wanchuk and Ray Scobie present. Councillor Glenn Belozor was absent due to medical leave.

Also present were:

- Duane Coleman, County Manager
- Rick Thomas, Deputy County Manager
- Renee Klimosko, General Manager of Financial and Corporate Services
- Natasha Wice, Director of Finance
- Brooke Fair, Manager of Financial Services
- Des Mryglod, Director of Engineering & Utilities
- Garrett Broadbent, Director of Road Operations & Agricultural Services
- Darrell Stone, Manager of Operations
- Amro Kotb, Manager of Engineering
- Joyce Gavan, Recording Secretary

Review/General Discussion

Mrs. Klimosko provided an overview of the second budget day, with the following responses to action items from November 27th:

1. A comparison summary was provided of 2019 and 2020 major and capital project funding sources.

Renee also noted there may an opportunity for council to consider adjusting the agenda by moving General Government Administration – overview to today vs. Wednesday December 4th, time permitting.

Public Works – Engineering and Road Operations

Des Mryglod, Director of Engineering & Utilities; Garrett Broadbent, Director of Road Operations; and Darrell Stone, Manager of Operations, presented the Operation Plan for the Public Works - Engineering Department including the following:

- 2020 Public Works – Engineering and Road Operations
- 2020 Fees & Charges for Public Works Engineering & Road Operations

Discussion items included:

Engineering

- Surfacing program to be placed on adjustment summary for further discussion.

Mr. Kotb

Mr. Kotb exited the council chamber at 10:27 a.m.

Road Operations

- Reports will be provided to Public Works Committee on the following items:
 - mulching activities;
 - an analysis on contract/privatization vs. employee for public works engineering and road operations positions;
 - measures with respect to consistency and quality relating to the grader audit e.g. fuel costs and consumption. Costs and usage received from contractors; and
 - identify AVL equipment installed on which vehicles.
- To bring back future enforcement services committee – the link with respect to electronic speed signage (4 sets and one single).
- Dust suppression – administration to identify what other municipalities use for dust suppression and include in report to council workshop.
- Road maintenance – administration to bring back information on drainage and culvert maintenance.
- Administration to bring an analysis on contracting for mulching, brushing and/or grading services. What is cost and is it worthwhile to continue.
- Clarification on rental of lands (\$5,800) will be provided.

Fees & Charges

- Include the 2019 numbers for dust suppression (with a note to update in March).
- Remove the Maintenance of Township Road 492 and Township Road 493 for Town of Thorsby.

Recess

The meeting recessed at 11:19 a.m. and reconvened at 11:25 a.m. with Mayor Tanni Doblanko as Chair and Council members Rick Smith, Kelly-Lynn Lewis, Kelly Vandenberghe, Larry Wanchuk and Ray Scobie present.

Also present were:

- Duane Coleman, County Manager
- Rick Thomas, Deputy County Manager
- Renee Klimosko, General Manager of Financial and Corporate Services
- Natasha Wice, Director of Finance
- Brooke Fair, Manager of Financial Services
- Joyce Gavan, Recording Secretary

Administration – Finance

Natasha Wice, Director of Finance, provided the finance overview including:

- Finance 2020 Operational Plan
- 2020 Operating Budget
- 2020 Fees & Charges - county land maps

Administration – County Manager's Office

Renee Klimosko, General Manager of Financial and Corporate Services, provided an overview of the County Manager's office including:

- County Manager's Office 2020 Operational Plan
- 2020 Operating Budget



Discussion items included:

- Asset management
- Leduc Representative distribution – will revisit the distribution. Will also look at a policy around advertising.
- Discussion to be brought forward around incorporating video clips under communications.

Noon Recess

The meeting recessed for noon at 12:01 p.m. and reconvened at 1:30 p.m. with Mayor Tanni Doblanko as Chair and Council members Rick Smith, Kelly-Lynn Lewis, Kelly Vandenberghe, Larry Wanchuk and Ray Scobie present.

Also present were:

- Duane Coleman, County Manager
- Rick Thomas, Deputy County Manager
- Renee Klimosko, General Manager of Financial and Corporate Services
- Natasha Wice, Director of Finance
- Brooke Fair, Manager of Financial Services
- Dean Ohnysty, Director of Community Services
- Joyce Gavan, Recording Secretary

Parks and Recreation; and Library Services

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

1. Recreation and Parks 2020 Operational Plan
2. Recreation 2020 Operating Budget
3. Parks 2020 Operating Budget
4. Cultural & Library Board 2020 Operating Budget
5. 2020 Fees & Charges, Parks and Recreation

Discussion items included:

- Ministik Lake and Beaver Hills to be promoted as tourist attractions – more information is required.
- Administration to provide a report to Council with respect to the plan for the Nisku Recreation Centre.

Family and Community Support Services (F.C.S.S.)

Dean Ohnysty, Director, reviewed the Operational Plan for the F.C.S.S. Department including the following:

1. F.C.S.S. 2020 Operational Plan
2. F.C.S.S. 2020 Operating Budget

Mr. Lefebvre

Keven Lefebvre, Fire Chief, entered the council chamber at 2:23 p.m.

3. 2020 Fees & Charges, F.C.S.S.

Discussion items included:

- Early Intervention and Parent Link will end March 31, 2020; notification has been received whereby groups (municipalities or anyone licensed to operate) may re-apply. This affects 400 contracts across the province. Council will send a letter to the province endorsing the services.
- Fees & Charges – changes to be updated.

Mr. Ohnysty

Mr. Ohnysty exited the council chamber at 2:37 p.m.

Fire Services

Keven Lefebvre, Fire Chief, presented the Fire Services Operational Plan including:

- Fire Services 2020 Operational Plan
- Fire Services and Emergency Management 2020 Operating Budget
- 2020 Fees and Charges – Fire Services

Recess

The meeting recessed at 3:07 p.m. and reconvened at 3:14 p.m. with Mayor Tanni Doblanko as Chair and Council members Rick Smith, Kelly-Lynn Lewis, Kelly Vandenberghe, Larry Wanchuk and Ray Scobie present.

Also present were:

- Duane Coleman, County Manager
- Rick Thomas, Deputy County Manager
- Renee Klimosko, General Manager of Financial and Corporate Services
- Natasha Wice, Director of Finance
- Brooke Fair, Manager of Financial Services
- Joyce Gavan, Recording Secretary
- Karen Burnand, Manager of Assessment Services
- Roseanne Hall, Director of Corporate Services
- Roxanne Girard, Manager of HR, HSE and Corporate Services
- Kent Pudlowski, Manager of Information Management and Technology

Administration – Assessment

Karen Burnand, Manager of Assessment Services, provided the Assessment Overview including:

- Assessment 2020 Operational Plan
- 2020 Operating Budget

Discussion items included:

- Interactive Mapping – administration to present information to a future workshop on interactive mapping for the Nisku Industrial Park.

Administration – Corporate Services Overview

Roseanne Hall, Director of Corporate Services, presented the Corporate Services Overview including:

- Administration – Corporate Services 2020 Operational Plan
- 2020 Operating Budget - including Human Resources, Facilities, Geographic Information System (GIS), Health, Safety and Wellness (HSE), Information Technology (IT), Records Management, Black Gold Cost Share and Community & Operating Centre (COC)
- 2020 Fees and Charges – Aerial Photography & Map

Action Items Summary

Action Items Summary for Monday, December 2, 2019 included the following:

- 1) Surfacing program to be placed on adjustment summary for further discussion.
- 2) Road maintenance – administration to bring back information on drainage and culvert maintenance.
- 3) Administration to bring an analysis on contracting for mulching, brushing and/or grading services. What is cost and is it worthwhile to continue.
- 4) Clarification on rental of lands (\$5,800) will be provided.
- 5) Confirm what number the contract grader falls under
- 6) Ministik Lake and Beaver Hills to be promoted as tourist attractions – more information is required.
- 7) Updates to Fees & Charges schedules will be provided.

Recess Sitting

Mayor Doblanko recessed the sitting of the Special (Budget) County Council meeting until Wednesday, December 4, 2019, commencing at 9:30 a.m.

The Special (Budget) County Council meeting recessed at 3:52 p.m.



Meeting Reconvened

The meeting reconvened at 9:28 a.m., Wednesday, December 4, 2019 by Mayor Tanni Doblanko as Chair and Council members Rick Smith, Kelly-Lynn Lewis, Kelly Vandenberghe, Larry Wanchuk, Glenn Belozer and Ray Scobie present.

Also present were:

- Duane Coleman, County Manager
- Rick Thomas, Deputy County Manager
- Renee Klimosko, General Manager of Financial and Corporate Services
- Natasha Wice, Director of Finance
- Brooke Fair, Manager of Financial Services
- Karen Burnand, Manager of Assessment Services
- Lynn White, Recording Secretary

Review/General Discussion

Mrs. Klimosko and Mrs. Wice provided an overview of the third budget day, with the following responses to action items from December 2nd:

- 1) Administration to clarify what the \$5K was drawn from reserves for a one-time purchase – Public Works and Engineering final budget adjustment.
- 2) Gravelling – clarification of \$192,375 under other transactions will be provided – carryover for 2019 gravelling program.
- 3) Clarification on rental of lands (\$5,800) will be provided – rent for gravel pit at Bird Island.
- 4) Confirm what number the contract grader falls under – included in Line 263.
- 5) Updates to Fees & Charges schedules were provided.

Assessment Services

Mrs. Karen Burnand, Manager of Assessment Services, reviewed the following:

- 2020 Fees and Charges for Assessment Services
- 2020 Interim Budget Assessment Projections

Discussion Items included:

- Finishing up inspections.
- Will continue with analysis and determine final assessment values before February 28, 2020.
- Preliminary numbers indicate an approximate overall assessment increase of 2% with most of the growth is the non-residential component of the assessment.
- The market is relatively flat with no significant adjustments to market value.
- 1.44 % reduction in the residential base year modifier (factor received from the province).
- Assessment year modifiers for linear and machinery and equipment have not been received yet.
- Capital Power linear appeal still not resolved.
- Cannabis growing facilities will no longer be considered as exempt agricultural buildings; they are now classed as taxable non-residential.

Mrs. Burnand

Mrs. Burnand exited the Council Chamber at 9:58 a.m.

JD

Debenture Schedule and Limits

Mrs. Klimosko reported that administration's approach to completing the 2020 was to not just look at the year 2020 but look five years into the future for Leduc County. Part of that was completing a zero based budget approach. The exercise identified a reduction of approximately \$1 Million in the overall budget. This allowed additional funding to be allocated to the capital plan.

Discussion items included:

- Outstanding Linear Appeal
- Elimination of MSI Funding
- Policing Funding Models

Major Project Plan and Capital Project Plan

Mrs. Klimosko reviewed the Major Project Plan and Capital Project Plan with Council members.

Mr. Ohnysty

Mr. Dean Ohnysty, Director of Community Services entered the Council Chamber at 10:58 a.m.

Discussion Items included:

- Range Road 240A status.
- Township Road 510 – would like to ensure this project moves forward for the safety and security of the communities.
- Township 500 from Highway 814 to Range Road 243 – can be removed.
- Sponsorships – Leduc & District Food Bank Association adjusted to \$5,000; River Valley Alliance approved for one more year. Re-evaluate in June 2020.

Noon Recess

The meeting recessed at 11:30 a.m. and reconvened at 1:25 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.

Also present were:

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

Final Discussion Operating and Capital Projects

Mrs. Klimosko and Mrs. Wice provided the following responses to action items from the morning session:

- Range Road 240A was removed from the schedule as it does not meet the daily traffic requirement of 400 vehicles per day. Dust suppression may be considered as an alternative.
- Option to fund the Township Road 510 project will be considered at the end of 2019. Savings will be ear-marked into a reserve for costs in 2020. County Manager Coleman proposed that the RFP for design work be developed before year-end and then it can go out at the beginning of 2020.

Fees & Charges– Proposed Bylaws

Council members reviewed the following proposed bylaws relating to 2020 Fees & Charges:

- 1) 2020 Fees & Charges (excluding Utilities); and
- 2) 2020 Utilities Fees & Charges.

Bylaw No. 34-19 – 2020 Utilities Services Fees & Charges Schedule and Rescind Bylaw 37-18

B02-19 Councillor Smith -- that Bylaw No. 34-19 be given first reading to establish the 2020 Utility Services Fees & Charges Schedule and that Bylaw No. 37-18 be rescinded, effective January 1, 2020.

Carried Unanimously

B03-19 Councillor Lewis -- that Bylaw No. 34-19 be given second reading.

Carried Unanimously

B04-19 Councillor Vandenberghe -- that Bylaw No. 34-19 be given third reading with the unanimous consent of the Council members present.

Carried Unanimously

B05-19 Councillor Belozer -- that Bylaw No. 34-19 be given third reading.

Carried Unanimously

Bylaw No. 35-19 – 2020 Fees & Charges Schedule (excluding Utilities) and Rescind Bylaw 36-18

B06-19 Councillor Wanchuk -- that Bylaw No. 35-19 be given first reading to establish and revise the 2020 Fees & Charges Schedule and that Bylaw No. 36-18 be rescinded, effective January 1, 2020.

Carried Unanimously

B07-19 Councillor Scobie -- that Bylaw No. 35-19 be given second reading.

Carried Unanimously

B08-19 Councillor Lewis -- that Bylaw No. 35-19 be given third reading with the unanimous consent of the Council members present.

Carried Unanimously

B09-19 Councillor Smith -- that Bylaw No. 35-19 be given third reading.

Carried Unanimously

2020 Interim Budget

B10-19 Mayor Doblanko – that Leduc County Council approves the 2020 Interim Budget for Leduc County with operating expenses of \$85,025,740 and capital expenses of \$14,448,023.

Carried Unanimously

Approval of 2020 Grants

B11-19 Councillor Lewis -- that Leduc County Council approves the following 2020 grants:

- | | | |
|----|--|---------|
| 1) | Alberta Dairy Congress | \$7,500 |
| 2) | Battle River Watershed Alliance Membership | \$758 |
| 3) | Beaumont Agricultural Society | \$1,200 |



4)	Beaver Hills Initiative	\$10,000
5)	Leduc Community Health Foundation	\$1,750
6)	Family Violence Prevention Team	\$5,000
7)	Leduc & District Food Bank Association	\$5,000
8)	Leduc & District Victim Services	\$8,750
9)	Leduc Black Gold - Pro Rodeo	\$2,500
10)	Leduc Regional Chamber of Commerce	\$58,000
11)	Leduc Regional Chamber of Commerce (Tourism)	\$50,000
12)	North Saskatchewan Watershed Alliance	\$6,890
13)	The HUB Association	\$5,000
14)	Rise-up House Society	\$5,000
15)	River Valley Alliance	\$10,000
16)	Society of Saint Vincent de Paul Association	\$2,000
17)	S.T.A.R.S. -	\$7,500
18)	Thorsby Agricultural Society – Hay Maker Rodeo -	\$500
19)	Miscellaneous – Granting Committee -	<u>\$20,002</u>
	TOTAL -	<u>\$207,350</u>

Carried Unanimously

Adjournment

B12-19 Councillor Belozer – that the Special (Budget) County Council meeting be adjourned.

Carried Unanimously

The Special (Budget) County Council meeting adjourned at 1:41 p.m.



Mayor



County Manager