

**BIG LAKES COUNTY
SPECIAL COUNCIL MEETING
December 5, 2016**

Minutes of the Big Lakes County Special Council Meeting held at the County Administration Building in High Prairie, Alberta on Monday, December 5, 2016 at 10:00 a.m.

PRESENT WERE:

Reeve: Ken Matthews, N. Gilwood/Triangle
Councillor: Donald Charrois, HP East/Banana Belt
Ron Matula, Enilda/Big Meadow
Robert Nygaard, Faust
Edward Podollan, Joussard
Ann Stewart, S. Sunset House/Gilwood
Frank Sutherland, Grouard

Absent: David Marx, Prairie Echo/Salt Prairie
Ken Killeen, Kinuso

Administration: Roy Brideau, CAO
Mark Schonken, Director of Corporate Services
Jessica Martinson, Recording Secretary
Vic Abel, Director of Public Works
Pat Olansky, Director of Planning & Development
Ted Laszczak, Director of Utilities & Safety
Suzanne Allan, Director of Community Services
Jordan Panasiuk, Director of Community Services
Leo Tobin, Fire Chief
Louise Myre, Director of FCSS

**CALL TO
ORDER:**

Reeve Matthews called the meeting to order at 10:01 a.m.

***2017 INTERIM
OPERATING
BUDGET:***

The draft 2017 interim operating budget was presented to Council. Mr. Schonken indicated that the following:

- ✚ Municipal tax levy for 2017 is expected to be similar to 2017, but might off set against linear assessment. The final municipal tax levy will only be known by April 2017.
- ✚ The new penalty tax bylaw will increase the revenue from penalties and taxes.
- ✚ The salary and wages were adjusted with 0.7% COLA increase, an Assistant CAO position has been also budgeted for the 2017 year. Council discussed hiring a County Bylaw Enforcement Officer and directed administration to budget for both new positions.
- ✚ The mileage has been increased at the prediction that the carbon level will increase costs.
- ✚ Other professional fees have been increased due mainly to expansion of services in the FCSS department.
- ✚ Accounting software support plan has also increased related to an update of the accounting software and setup of the human resources module.
- ✚ The roof maintenance repairs line has decreased as the roof repairs were budgeted under this section for 2016.
- ✚ Contracted services have increased mainly due to the planning and development department conducting three area structure plans in Joussard, Faust and Grouard.
- ✚ Contract equipment has a major drainage rehabilitation to be undertaken in 2017.
- ✚ The project contracted services were outlined most expenses are directly related to the Public Works Department.
- ✚ Gravel increased as it relates to the actual costs of gravel that is anticipated to be used.

A break was taken from 11:02 a.m. to 11:15 a.m.

- ✚ Requisitions or High Prairie & Swan Hills cost sharing- the 2017 cost currently only reflect the High Prairie & Swan Hills inter-municipal costs; 2016 also includes the school and lodge requisition.

**2017 INTERIM
CAPITAL
BUDGET:**

Mr. Schonken presented Council with the draft 2017 interim capital budget and indicated the new budgeted items and the carry forward items for each department.

Discussion was held on the Hamlet Paving. Joussard has been allocated \$1,500,000 for pavement and \$500,000 has been allocated to be shared between all other hamlets.

Council indicated they would like to have a description of where each bridge is located. Mr. Abel advised the following:

- ✚ BF 08001 is located at south of High Prairie, Bridge Sized Culvert, NW 18-74-16-W5, Twp Rd 742A
- ✚ BF 71438 is located at south of High Prairie, Bridge Sized Culvert, NW 18-74-16-W5, Twp Rd 742A
- ✚ BF 77167 is located at Strawberry Creek, Bridge Replacement and Grade Raise, SW 16-73-10-W5, Rge Rd 104-Spruce Point Park Road
- ✚ BF 74080 is located at Salt Prairie, Bridge Sized Culvert, SE 14-77-14-W5, Twp Rd 772
- ✚ BF 74567 is located near Jousard, Bridge Sized Culvert, SW 09-74-13-W5, Rge Rd 134-Joussard Paved Access Road
- ✚ BF 80688 is located at South Heart River, SW 23-75-17-W5

Councillor Podollan stepped out of the meeting at 12:03 p.m.

The meeting recessed for lunch at 12:06 p.m. and reconvened at 12:51p.m.

Discussion was held on the regional water system. Mr. Schonken advised that the Jousard Water Treatment Plant Upgrades, Jousard Water Reservoir, Grouard Water reservoir and Enilda Water Reservoir have been added.

Councillor Charrois asked administration to provide an update on the Agricultural programs at the next council meeting. Example VSI program, Rental Equipment.

GRANTS:

Mr. Schonken provided council with a list of the operating and capital grants for 2017 and outlined the 2017 reserves for operating and capital.

2016-33-906

MOVED BY COUNCILLOR NYGAARD that the Jousard Water Treatment Plant upgrade, Jousard Water Reservoir, Grouard Water Reservoir and Enilda Water Reservoir upgrades be approved subject to external funding.

CARRIED UNANIMOUSLY

Discussion was held on hiring a Bylaw Enforcement Officer and an Assistant CAO.

2016-33-907

MOVED BY COUNCILLOR CHARROIS that a Bylaw Enforcement Officer and an Assistant CAO be approved for inclusion to the 2017 interim budget however subject to council's approval during the December 14, 2016 Regular Council meeting.

CARRIED UNANIMOUSLY

Administration advised that the COLA is 0.7%. Council discussed providing an increase for cost of living increase for staff.

2016-33-908

MOVED BY COUNCILLOR STEWART that an increase higher than 0.7% for cost of living increase for staff be discussed during the next Regular Council meeting on December 14, 2016.

CARRIED UNANIMOUSLY

Ms. Allan presented council with the grant carry overs, capital grant funding, hamlet recreation grants, operating grants (museum), senior transportation (operating) grants, operating grants (community hall) and event and sponsorship grants and event and sponsorship (roadside/hamlet cleanup).

Council requested that administration look into the funding formula for the Hamlet Recreation Grant (per capita).

Council discussed the Hamlet bobcats cleaning the smaller driveways in the Hamlets.

Ms. Allan presented council with the 2017 capital project grants and carryover requests.

2016-33-909 **MOVED BY COUNCILLOR CHARROIS** that \$145,000 be approved in the inter budget for 2017 capital project grants and carryover requests however subject to councils approval for each request.

CARRIED UNANIMOUSLY

2016-33-910 **MOVED BY COUNCILLOR SUTHERLAND** that the 2017 interim operating and capital budget be approved as presented.

CARRIED UNANIMOUSLY

ADJOURNMENT:

2016-33-911 **MOVED BY COUNCILLOR MATULA** that the meeting adjourn at 2:40 p.m.

CARRIED UNANIMOUSLY

Ken Matthews, Reeve

Roy Brideau, CAO