



MINUTES

County Council
Special Meeting

County of Grande Prairie No. 1

Council Budget Meeting

Wednesday, December 03, 2014, 10:00 AM
Ends Friday, December 05, 2014, 3:15 PM
County of Grande Prairie No. 1 - Council Chambers

Minutes - December 3 - 5, 2014 - Council Budget Meeting

Attendance

Present were:

1. Reeve

- Leanne Beaupre

2. Deputy Reeve

- Ross Sutherland

3. Councillors

- Corey Beck
- Daryl Beeston
- Harold Bulford
- Richard Harpe
- Peter Harris
- Bob Marshall
- Brock Smith

4. Chief Administrative Officer

- Bill Rogan

5. Finance

- Michele Hoerner
- Nichole Belcourt
- Colleen Wessels
- Noreen Vavrek

6. Recording Secretary

- Amanda Oravec

Call to Order

The meeting was called to order at 10:03 am.

Budget Introduction & Supplemental Information

CAO, Bill Rogan noted that Mr. Nick Lapp will comment on development numbers and Mrs. Noreen Vavrek will answer any questions from Council in regards to the figures provided. Corporate Services and Public Works will present today; Planning & Economic Development and Community Services will be presented tomorrow. Final day will review Council and CAO budgets and the decisions on Schedule of Fees, utility services, and adoption of the Interim Budget.

Mr. Lapp commented on the growth in the County:

- building permits: meet or exceed last years permits issued;
- construction values of building permits: commercial increased each year; healthy amount of investment; exceeding the last 3-4 years. Residential values are consistent with more housing starts each year;
- commented on growth in Clairmont from 1995 - 2006 - 2014;
- population growth over past 14 years (15,000 in 2001; close to 22,000 now);
- 17% growth from 2006 to 2012. Some Council divisions saw close to 34% growth; will drive the needs for increased services in the County.

Mrs. Vavrek noted changes in financial numbers over the last 10 years:

- budget increase by 3 times in many areas;
- more debt and more reserves for infrastructure and replacement of assets;
- taxable assessment grew 3x as well; new growth from development and assessment;
- surface roads more than doubled;
- staffing doubled; most increases in Community Services (POC Fire and summer students);
- vehicles and equipment more than doubled in 10 years to accommodate growth;
- long term debt increased over last 10 years from \$2.1 to \$44.4 million by 2014; number of debentures outstanding from 2 to 40 debentures; Sportsplex, local improvements, road work;
- \$41.5 million debt estimated to the end of 2014 = 33% of the County's 2013 debt limit; only 15% required from general taxation;
- current outstanding debentures would be paid down to under \$25 million in 5 years.

Budget Highlights:

- total of \$118.6 million (\$67.9 operating and \$50.7 capital);
- shortfall of \$7.7 million including new capital requests (\$2.83 for divisional road construction and \$1.7 to reserve of Rio Grande bridge);
- Administration recommending additional funding options: reduction in net costs of \$486,654.

Unfunded:

- Clairmont transit: total cost of \$415,000 (\$138,333 net cost if the grant is approved) as well as operating (net cost \$39,075) for part of the year;
- Philip J. Currie Dinosaur Museum (\$880,000 due to recent display RFP results);
- Capital Assistance Grants.

Capital (\$50.7 million):

- \$29m road construction (11.6 kms of gravel; 16.4 of overlay; divisional construction; \$5m bridge construction; \$1.7 for bridge reserve transfer for future Rio Grande bridge replacement);
- grant funding \$7.1m (proposed allocation: \$1m Gas Tax; \$4.4m MSI funding; and \$1.6m Build Canada Fund);
- new capital: \$1.1m new vehicles & equipment; \$6.8m replacement of vehicle & equipment units (from reserve); \$788,000 software & systems additions & upgrades; \$1.2m for new cell construction at Clairmont Landfill (from reserves); \$4m investment in the Clairmont Regional Lift station (from reserves); \$5.3m in preliminary budget for Philip J. Currie Dinosaur Museum displays, kitchen & outdoor work (reserves & potential grant); plus additional \$880,000 per RFP results;
- 6.9% increase proposed to funding envelope for road construction (under \$14m is actually available after proposed operating).

Assessment:

- Initial estimated increase in assessment of 6.6% overall or +\$497 million (\$257m growth and \$240m market value);
- Each year there is an inflationary impact on the cost to deliver services;
- Also growth pressures which result in demand for more services, road construction and capital;
- Additional tax revenue included in preliminary budget (\$3.6 million = Combination of growth in assessment from new development and a 5% tax increase to an average residence);
- A 1% tax increase on all classes of assessment = \$698,000 (For an average home assessed at \$372,000: 5% increase in taxes = \$69 per year or \$5.75 per month; Each additional 1% = \$14 per year or \$1.17 per month); County has had tax increases of 2.8% and 2.9% for last 2 years.

Corporate Services Dept

Mrs. Dawn Sauve, Director of Corporate Services, presented the Risk and Insurance budget.

- \$160,000 for last quarter of 2013.
- 2015 proposed is \$629,857 = salaries, professional fees, and training for staff in the area.
- No staffing requests.
- Executive Training half the cost of Masters Program is \$26,000.

Councillor Harpe inquired about the program. Mrs. Sauve noted that the \$26,000 is half the tuition, she will still be doing her day-to-day work at the County office and completing the course work on her own time.

Legislative Services Dept

Sheryle Runhart, Manager of Legislative Services, noted:

- there was a projected decreased for 2014 because Legislative Services did not have full compliment until the summer, and training was minimal;
- Oil/gas revenue is up this year - new figures from Deryle Penner; should increase more for 2015;
- Training line will be slightly higher in 2015 as there are three staff members

- achieving designations (Records Management Certificate and NACLAA);
- CAO department is now separate for 2015.

One capital request: reevaluation of the Electronic Document Records Management System (TRIM was purchased in 2002). It cannot keep up with needs, legislation, and ongoing maintenance and licensing. There are 2 options: 1) new system (costs are based on research with various companies); 2) continue with TRIM and do the required upgrades. TRIM is not compatible with other programs that are used within the County (SharePoint, CityView, etc).

Reeve Beaupre inquired about the previous funding for upgrades to TRIM. Mrs. Runhart commented that some was taken from reserves to do upgrades and maintenance fees. Reeve Beaupre inquired about the research done on other programs. CAO, Bill Rogan commented that there were not many capital costs with TRIM other than the increased licenses. HP bought out TRIM and they do not offer maintenance and training in Canada.

Councillor Harpe inquired if TRIM could be kept and used. CAO, Bill Rogan commented that TRIM was first started in 2002 and is 12 years old now, the costs of the licenses will continue to increase as staff grows. A more compatible program is available and recommended. TRIM no longer supports or trains on this program.

Councillor Beck inquired if the new program will be another HP product. Mrs. Runhart responded that the Committee has viewed demos of different software companies. Mrs. Sauve noted that because of the difficulty staff have with searching TRIM, it can equate to \$381,000/year in staff time for hour of searching.

Legislative Services concluded at 10:47 a.m.

Assessment Dept

Barry Donovan, Chief Assessor, noted:

- expenses will be reducing slightly and revenues will increase due to the renewal of the four Urban Municipality contracts;
- no new staffing requests;
- travel and education expenses were lower than budgeted as not all conferences and training were attended.
- Councillor Smith inquired how large the area they assess each year is. Mr. Donovan responded that they reinspect around 20-25% of the parcels in the County. As well each year they also look at each parcel that has unfinished buildings, building permits, plumbing permits, or well sites.

Mr. Donovan concluded at 10:50 am.

General Revenue & Expenses

Mrs. Vavrek noted:

- in 2014 higher revenue is projected: well drilling licenses \$1.2 million higher than budgeted;
- interest on investment higher by \$155,000;
- transfer to facility capital reserve of estimated \$1.5 million surplus from 2014;
- 2015 - overall reduction in net costs by \$821,396 due to the reduction in budgeted transfer to the Infrastructure Reserve;

- Community Aggregate Levy (CAP) at approximately \$300,000 with \$150,000/yr committed to debenture repayment of the Crosslink County Sportsplex as well as \$50,000/yr for high speed internet towers;
- estimated payment to City for tax sharing just under \$870,000;
- Aquatera dividends - \$398,000/yr guaranteed and \$205,000 discretionary dividend; any amount received go to water and sewer debt repayment reserve;
- transfer to Facility Rehabilitation and Replacement Reserve (for any building over \$200,000; based on 2% of original cost). \$504,245 transfer to the Sportsplex has been added and no transfer is included for the Dino Museum, but that transfer is proposed from the Recreation and Culture Community budget for major maintenance items;
- Reeve Beaupre inquired why the oil and gas revenue is reflected in the Legislative Services budget and not in well drilling tax. Mrs. Vavrek responded that there are expenses related to that revenue for Legislative Services.
- Councillor Harpe inquired about the well drilling tax and whether it should be higher. \$1.5 million is projected and the County is currently at \$1.45 million. CAO, Bill Rogan noted that we have seen a massive increase over the last few years and that they are going to change the formula which could have a negative impact so we are being conservative so we can make adjustments in April and put money into Capital projects. There was more discussion in regards to the potential reduction and the affects on transfers to the Capital Facility Reserve, Facility Rehab Reserve and with Aquatera dividends. There is a projected estimated surplus of \$1.5 million for 2014.

General Revenue and Expenses concluded at 11:00 am.

Property Taxes & Requisitions

Mrs. Vavrek noted that:

- there will be a \$3.6 million net increase with a 5% market value increase to an average residential property, 4.5% market value to non-residential, and no increase to farmland included. If the non-residential tax rate is reduced to accommodate commercial and industrial market increase, a reduction in tax revenue occurs for the linear and machinery and equipment classes;
- each 1% increase to tax revenue for all assessment classes on the proposed tax rates would result in an approximate \$698,000 in tax revenue;
- Total requisitions paid in 2014 was \$18.6 million. They have been left at the previous year's levels as the final adjustments are made prior to final budget in the spring and we need to collect and remit the amount requisitioned by Alberta Education and the Grande Spirit Senior Foundation.

Mr. Donovan commented on the property tax assessment changes.

- based on projections, we will be lighter on M&E: currently at minus \$18 million and 3 plant plant closures;
- Base year modifier: steel modifier is 0.710 of 1% so no increase in base year modifier that is why it reflects a large deficit. There is potential for more projects (Encana) so we might see a small reduction;
- residential: looking at approximate increase of new growth at \$134 million in new assessment and a bit higher in market value increases;
- non-residential land values are increasing and it is a conservative estimate;

- linear: steel modifier applied so not much market growth; not sure how it will translate;
- May see a higher increase to non-residential and residential, not sure about the M&E and linear;
- Councillor Harpe inquired whether the increase will be a market value increase of 5%, and an additional 5%? Mrs. Vavrek responded that only the market value increase will be applied, CAO, Bill Rogan commented that if we don't change the mill rate it is a 5% increase and he is not sure of the school tax implications, but they should be covered by the requisitions;
- There was discussion in regards to the 4.5% increase for industry.

Councillor Marshall commented on the tax rates comparison chart and noted that the County are the second highest tax rate next to the City of Grande Prairie. Mrs. Vavrek commented that the tax rates vary and we assessed the average household to decide on the rates. Councillor Marshall also commented on the amount of M&E in other municipalities.

Councillor Harpe commented that the industrial rates do not increase because it is regulated. Mr. Donovan had given more focus to the Commercial sector. Reeve Beaupre expressed her concerns that smaller private commercial companies are seeing a higher market value increase than large industry.

Financial Services Dept

Mrs. Vavrek commented on the Financial Services Department budget.

- reduction in funding 4.7% of the increase mainly for temporary positions - lots of reserves in 2014, temporary projects are not all completed and they will still require some staff time in 2015;
- requesting two new fulltime positions to account for the County growth and workload: 1) Finance Analyst (Reporting & Compensation); and 2) Financial Systems Tech/Analyst (will be utilized for the budget program, permit program, timesheet software, and operational software projects). Also looking at doing technical online payments side and will work with the Systems Department on integration;
- Also requesting a Temporary Accounting Tech position: this has been in the budget for the last few years as temporary and they want to make it a permanent position at an additional cost of \$9200;
- It was noted that some Senior Staff are getting their professional Accounting designations and that some Finance staff have had to defer taking courses because of the high workload;
- Councillor Harpe inquired if Administration had assessed the overall impact of all the new staff being proposed, as it is more than just the salaries and benefits, they also require office space. Mrs. Vavrek responded that Finance currently has enough space for the two staff members they are requesting;
- Councillor Beck commented on the two analyst positions and whether they will be utilized to catch up on the current workload, or for new projects. Mrs. Vavrek responded that there are some projects that need to get caught-up on, and they would be reviewing the analysis on an ongoing basis: would work with departments on the cost recovery rates and there can be some efficiencies saved by having that analysis done;
- Reeve Beaupre commented on the upcoming Service Capacity Review and inquired which new position was the main priority for the Finance

Department. Mrs. Sauve commented that, as the Corporate Services Division, they all sat down and the Systems/Finance Tech position was the #1 priority as it would provide technical assistance for the whole division;

- Councillor Harpe thanked Mrs. Vavrek and staff for all of their hard work;
- for the Capital request it was noted that if staff resources were not available, the request will be deferred to a future year.

Mrs. Vavrek concluded at 11:27 a.m.

#BD20141203.1001 **MOVED BY P. HARRIS** that the meeting be recessed at 11:27 a.m. for a short break.

Carried

The meeting was reconvened at 11:43 a.m.

Information Systems Dept

Natalia Madden, Systems Manager, outlined the Information Systems Department budget which includes IT, HelpDesk, Networks, and technological equipment.

- 2014: had to defer a couple network projects to 2015 because of lack of staff and staff time.
- request to add another HelpDesk member to the unit because of the constant growth of staff and the increase for services. The staff ask is based on daily needs, surveys, and discussions with Managers and Directors.
- server infrastructure in the Capital requests; also increase in printers in all buildings; mobile projects (laptops and smartphones); Work Orders in the field for PW; necessary equipment for County residents and staff;
- want to have more lunch and learns for staff and for ratepayers; review helpdesk reporting procedures (did a survey and issues with CSB getting support, 1/2 day is not enough); Parks all have the technology (computers); FCSS; Fire Halls; Wellington Centre; etc.
- TRIM: been here since 2000 and requires an upgrade if Council does not approve the new EDRM system proposed by Legislative Services.
- Councillor Harpe commented on the additional staff request, and whether Systems would require more staff in the upcoming years. Mrs. Madden responded that a Help Desk position was approved in 2013, and they would not require another person for 2-3 more years. She commented on staffing and that there is not enough support if someone is out sick.
- There was discussion on the IT set-up for new staff members. Mrs. Madden noted that IT does all of the set-up and trains on County systems; each department budgets for the equipment required and IT does not "charge" each department for set-up and training.
- there were comments in regards to whether the new EDRM system would be another HP product. Mrs. Madden responded that it would not be another HP product.

GIS / Data Unit:

- 2014 was busy and the Mobile Mapping project has been deferred to 2015;
- changes for 2015: request for an additional staff member which will work on the Mobile Mapping and County applications (dog permits, fire permits, notification, industry road use notifications);

- couple projects for 2015-16: AG mobile technology; collection of data; county maps; integration with current services (CityView, Assessment, Buddie, and WorkTech).
- There was discussion on the air photos and LiDar and when it is due for completion. Mrs. Madden noted that total completion is scheduled for December 2014. We have received 3/4 of the LiDar.

Capital items:

- Blade Server Initiative: will increase the network and server capacity. Today we are at full capacity and the last time they added more space was in 2008 and it is now due for an upgrade;
- Reeve Beaupre inquired how the need for additional servers was identified. Mrs. Madden responded that the recommendation is from the Network Administrator and an external audit;
- There was a question in regards to the future capabilities and whether the size would be sufficient. Mrs. Madden responded that this infrastructure allows for more equipment and that they can add to this blade system every two years (or as needed).
- Storage Upgrade: they are currently at capacity for disk space and the upgrade will be accommodated in the current server rooms. She noted that this would be great for records management because if we get a better system the filing can be done easier and will free up the most space.
- GIS/Data Physical Servers: will be removed from the "virtual environment" to make GIS faster and more accurate with quicker and more reliable spatial data.
- Councillor Beck inquired about the \$200,000 for blade server and the network update costs planned for 2016. Mrs. Madden responded that this is an infrastructure update for all County servers. The cost in 2016 is for the CSB back-up servers and not part of the Blade Initiative.
- Reeve Beaupre inquired if Administration has considered dividing departmentally and allocating the Capital costs for the servers and storage to each department. Mrs. Vavrek commented that the computer systems and phones are charged to each department; Systems likes to have all the capital in the same place. She proposed that a transfer or reserve fund be set-up for the servers.

Mrs. Madden concluded at 12:15 p.m.

#BD20141203.1002

MOVED BY B. MARSHALL to recess the meeting for lunch and reconvene at 1:00 p.m.

Carried

The meeting was reconvened at 1:01 p.m.

Water Supply

Dale Van Volkingburgh, Director of Public Works, commented on the Public Works budget. Steve Madden, Environmental Manager, was also present to answer any questions in regards to the water, sewer, recycling, and landfill budgets.

Water and General Water budget:

- local improvement taxes: refers to Highway 43 North. The transfer to water debt payment reserve is dependent on future collections;
- West Aqua - 140 connections to that line now;
- 2014: slightly under budget;
- 2015: slight increase for internal shop and labour charges.

Water Operations:

- 2014: within for budget;
- 2015: proposing a 3% increase to bi-monthly rate; increase by \$3/bi-monthly; \$8 for commercial; \$18 for schools. This increase will reduce the amount drawn from general taxation for those facilities;
- explained rebate portion of Dunes. Will be borrowing for Hwy 43 McRae Industrial Park water/sewer and will be paid back through local improvement;
- Schedule of Fee changes: \$1.50/month rate increase for the hamlets.

Capital:

- Senior lodge servicing: the cost to service the potential Clairmont Senior Lodge. The amount will be recoverable in the long-term as further development occurs;
- Carry-over of water station project from 2014.

Sewage Services

Sewer General:

- local improvement in Bezanson;
- La Glace sewer line extension: local improvement will pay for the debt;
- will be within budget for 2014, with a slight increase for 2015.

Sewer Operational:

- 2014: within budget. Proposing a 3% increase for sewer rates: \$1/bi-monthly Teepee, La Glace, Bezanson, Valhalla. Will reduce amount drawn from general taxation. Commercial will increase by \$2/bi-monthly and schools \$7/bi-monthly;
- Schedule of Fee changes to reflect the 3% increase.

Investment in Regional Lift Station (Clairmont):

- Located within the General budget. Reeve Beaupre inquired if the \$4 million for the lift station is included in budget. CAO, Bill Rogan responded that it would be a direct payment to Aquatera and would not show up in our accounting right now.

Recycling & Landfills

Recycling program:

- 2014 - under budget;
- 2015 - slight increase in curbside because we are increasing the number of properties in the current service area. Public Works is proposing a \$0.25 increase for recycling in the 2016 cycle.

Landfill Budget:

- 2014 - revenue projected at \$900,000 higher than budgeted and projected to transfer \$1.77 million to Capital Reserve;
- 2015 - increase revenue in budget which includes the \$76,420 of the

County's portion of the Regional Landfill budget. Still proposing a surplus in the budget. Wages/benefits increased slightly.

Waste Collection Budget:

- subdivisions in Aquatera service area will create a slight surplus which pays for the Administration costs. Within budget for 2014;
- 2015 - Wedgewood and area paying \$10/month; Clairmont will pay \$8.75; and a proposed increase of \$0.50 for Clairmont;
- Schedule of Fees increase will be to \$9.25 for Clairmont;
- There was discussion in regards to why different areas are charged different rates. It was noted that the original contract was less for residents closer to the landfill and more for those further away from the landfill. We would like to charge everyone the same amount eventually and prefer to do so with a slight increase of \$0.50 instead of the full \$1.25. There is potential of changing the fee in 2016 as well.

Capital Requests:

- Clairmont Landfill Cell expansion (\$1.2 million); new recycle trailer for events (\$15,000); florescent crusher (\$8000); solar energy project (\$50,000);
- There was discussion in regards to solar energy project and the Green Initiatives that were previously brought before Council. If there is still a desire to see the initiatives beginning, this is where it would start. CAO, Bill Rogan commented that we hope there would be a payback over time by connecting solar power to the landfill to bring down electricity costs or sell back to the grid. We would recover costs eventually through energy savings;
- Councillor Harpe inquired about the air space at the landfill and how high they intend on piling. Mr. Madden responded that they will be going to around 10-12m (3 meters more than what is there now);
- There was discussion on potential grants for solar energy at AAMDC and the amount of space that can be utilized with the new cell construction;
- Replacement Reserve for Landfill compactor;
- 2015 carryovers: reclamation of La Glace landfill; evaporation pond engineering work; Clairmont litter fences and fences surrounding Westlake. Mr. Madden noted that we can use the La Glace landfill land for storage and staging but the adjacent landowner wants to farm it if possible;
- 2016 forecast: replacement unit from the replacement reserve.

Public Works/ Transportation

Public Works General:

- transfers and grants built into the figures;
- 2014 - slightly over budget, but also higher revenue;
- 2015 - slight changes as the final payments to the Clairmont Industrial Park local improvement are being made in 2014.

Administration / Public Works:

- 2014 - under budget;
- projects: Bauman Road Twinning Study; Clairmont Lake Storm Water Management Design; Transportation Master Plan update;
- 2015 - slight increase because of salary and benefits; also an increase to the Roadside Cleanup Program;
- There was discussion in regards to the costs and benefits of the Roadside

Cleanup Program;

- Bauman Twinning Study could be funded through the Zone 1 levy reserve;
- Claimont Lake Storm Water Management Design could be funded through the Storm Water Management Reserve;
- Transportation Master Plan could be funded through the Infrastructure Reserve;
- There was discussion on the Storm Water Management Design and it was noted that it will encompass 5548 hectares;
- Carryover projects: East Connector Study and Road Design Standards Study. Reeve Beaupre inquired if funding was secured from Alberta Transportation for the east connector. It was noted that \$160,000 has been committed: \$60,000 is unspent and \$100,000 is the new grant from the Province.

Shop Budget:

- 2014 - slightly under;
- 2015 - included a full-time Heavy Duty/Automotive Mechanic. There is already a seasonal position in the budget and they were never able to fill the position. If the full-time position is approved the seasonal portion would be removed from the budget;
- Schedule of Fees changes - \$5.00 increase to shop rate (to \$80/hr charge);
- Increased the grease/oil budgets for the shop;
- There was discussion on the position request.

Miscellaneous Construction budget:

- 2014 - over because of contracted snow removal, culvert cleaning, and extra equipment to haul snow. Also vehicle parts and repair were slightly higher;
- 2015 - Capital request for a new Dozer Cat which would do ditch cleaning with the Track-Hoe and support the SPOT construction crew with clean up. There was discussion on the ditch clearing and rock removal programs as well as culvert repairs;
- Also two position requests: full-time Heavy Equipment Operator to operate the proposed Dozer Cat (salary/dozer/costs/pick-up = \$337,000). There was discussion on whether an additional pick-up would be required;
- Full-time Heavy Equipment Operator - Track Hoe: increase in 0.2 to make it full-time position as 0.8 is already included in budget. If brush head is approved in the Capital requests, it would allow this machine and operator to work all year round and utilized for various programs;
- Mr. Van Volkingburgh commented that the Grader and Track-Hoe are the main priorities.

Gravel and Oiling budget:

- 2014 - includes Resource and Dust Control Programs. Dust control is over budget (product, water trucks, 2 rounds done this summer). Resource and Gravel are under budget;
- 2015 - increase to residential fees for dust control: currently \$1.65/m for the first 150m and want to increase to \$2.00/m for 150m. It was noted that the last increase to dust control was in 2003. There was discussion on the program and the proposed increase;
- It was noted that they are currently working with IT to get the dust control application completed online (application form and payment);
- Councillor Harris inquired about the cost recovery from industry for the dust

control. Mr. Van Volkingburgh responded that they pay for 100% of the product costs (oil and calcium), and that any man power/gravel/water/etc is not included. There was discussion on whether the true costs will be charged to industry in the future. Mr. Van Volkingburgh commented on the partnerships with industries and that it currently a good working relationship. There were concerns noted that if the costs were to increase drastically many people would withdrawal from the program;

- Increase to the crack sealing and line painting budget: due to the increase in paved roads. Also working with thermal-lined products and seeing some success; although it is a higher expense, a five year life span warranty period can be tied in. There was discussion on the concerns with the lines not being visible and how the thermal-lined products can help remedy the situation;
- salary and benefit increases with the full-time Heavy Equipment Operator position (cost of \$90,000): they would operate the back-up plow truck in the winter months and run a packer in the summer. The truck is also used for gravel and is on the replacement reserve list for this year. There is also a Capital request for a Pup Trailer that can be towed behind the truck;
- There was discussion in regards to potential cost savings by thinning out the line painting. There was also discussion on the replacement plow truck and other equipment in the Public Works fleet;
- Schedule of Fees change for dust control and for Oil and Gas Surface Lease Agreements. It was noted that the new fees will apply to lease renewals and any new agreements.

Road Grading budget:

- 2014 - projected within budget depending on snowfall;
- 2015 - proposing full-time employee to increase grader routes by one in 2015 (16 if approved). With the snow blower working we need to keep graders ahead of it and tackle the snow removal. Councillor Harris inquired if they could post a map showing the grader routes and what has been done on the County website or provide the information to the Councillors. Mr. Van Volkingburgh responded that they are working on that with Communications right now;
- There was discussion on the snow clearing policy and whether we are achieving the 5 day period. Mr. Van Volkingburgh responded that we are at 5 days currently, be we can have challenges if equipment goes down. If we have excess snow or multiple snow events we are not at 5 days but it is in the policy that arterial are done first in those situations. There was also discussion on the current grader beats and where the new beat would be if the position was approved;
- There were also comments made in regards to adding more packers to the fleet and other equipment that would address the issues with the roads;
- It was noted that there can be potential savings of up to \$112,000 for purchase of the machine.

#BD20141203.1003

MOVED BY R. SUTHERLAND that the meeting be recessed at 2:26 p.m. for a short break.

Carried

The meeting was reconvened at 2:38 p.m.

Signage budget:

- 2014 - slightly over budget due to increased sign supplies and fuel costs. It was noted that the rural addressing signage was a 3-4 year program and is now complete;
- All entrance signage will need upgrades and currently there is no reserve for replacement. Reeve Beaupre commented on the Cedar signs and the increased maintenance required each year; and inquired if they could be switched to the foam core sign. Mr. Van Volkingburgh responded that it is included in the 2016-2017 budgets.

Spot Construction Budget:

- 2014 - under budget due to savings on hired equipment;
- 2015 - propose including new brush mulcher attachment for the track-hoe which would make it a year round machine. The increase to salary and benefits would be for the new track-hoe operator position. As noted earlier, there is a 0.8 seasonal position already in budget so an additional 0.2 would need to be approved to make the position permanent.

New Equipment requests:

- New grader;
- Arctic Shark - attachment that fractures ice so the grader can clear it easier.

- New Heavy Duty Equipment Operator for the Cat dozer (if approved) and a new pick-up truck for the position;
- Beaverlodge Dry Storage area - lean-to that would go off salt shed;
- New pup tTrailer which would go on the back-up plow truck;
- New skid-steer for the Beaverlodge (West County) yard: currently no means of loading the culverts at the site;
- Brush mulcher attachment;
- Also noted the reserve lists that were approved by Council motion to proceed;
- Carryover: landscaping for PW and Administration buildings;
- 2016 replacement - Admin parking lot expansion and grader and truck replacements;
- 2017 - replacement units.

Construction & Maps

General Construction, Road Debt budget:

- 2014 - amortization on road equipment and vehicles; debt repayment on road debentures from the Road Debt Repayment Reserve;
- 2015 Capital: bridge replacement and maintenance program (\$2 million); Weyerhaeuser bridge replacement bid (\$3 million from MSI); transfer (\$1.7 million) to the Rio Grande Bridge Reserve;
- Divisional paving (\$2.8 million) increase to add more kilometers per division. It was noted that four divisions will be done in 2015;
- transfer to Hamlet Rehab Reserve;
- street, curb, and gutter for Clairmont (98A St): funded through Hamlet Reserve and MSI;

- transfer to New Surfacing Reserve;
- Clairmont Parkway Phase 1 - funded from Zone 1 levy;
- Mercer Hill (Range Rd 54 to Range Rd 55): 1.9 km will be funded from Gas Tax;
- Township Road 710 (Building Canada Grant and MSI funding) 2.75km in Division 3;
- Clairmont Parkway Phase 2 - Street-scaping and engineering. It will extends features from RR60 to RR55;
- Pipestone Creek Road Base pave - it can be deferred until we know the future of Resource Road funding because the Province had commented it may bring it back in 2015;
- road widening purchases;
- chip seal road project;
- residential subdivision project (capping): the surfacing is already done for Maple Grove, Hilltop Estates, and Sprucewood Estates. There was discussion on the potential of second access for these subdivisions.
- transfer to Surfaced Road Rehab Reserve;
- resurfacing of Range Rd 51 (south from Aspen Ridge to 68 Ave);
- Township Road 710 (RR51 westbound to City limits) - will tie in with the project above (resurfacing and overlay);
- 102nd St overlay - 84 Ave north to 92 Ave (800m): being done in advance to life cycle, but if we don't act now it will cost more in the end.
- There was discussion on the total cost of the construction projects and the reserves available. Mrs. Vavrek noted that the net cost is an annual transfer into the reserve. For 2015 we would be taking \$2.5 million out of the reserves, and putting in \$1.9 million back in.

Carryover projects:

- Clairmont/Willowdale rehab;
- Bauman Road land expansion. It was noted that the additional land has not been secured and there will be more discussions with the landowner;
- Range Rd 63 (Township Road 710 north to Dunkerly Meadows) - deficiencies still need to be addressed.

Unfunded items:

- subdivisions that don't meet the criteria for new surfacing (Nordhagen; Spruce Villa Estates; Spring Creek Estates);
- Evergreen Park emergency second access. There was considerable discussion on the second access, re-alignment, and other potential road improvements for the area. It was noted that the East Connector Study will help with future planning;
- Saskatoon Lake Park access road: pending Provincial funding approval.

There was additional discussion in regards to the addition of a new grader, the new beat, and mapping the grader beats.

The Construction and Maps budget discussion concluded at 3:45 p.m.

There was considerable discussion in regards to the regulated increases/decreases in market value and taxation for industry, the M&E, and the steel modifier. Mr. Donovan entered the meeting at 3:49 p.m. and provided clarification for Council. There was also discussion on rail collections from CN.

Mr. Donovan left the meeting at 3:58 p.m.

Recess

#BD20141203.1004 **MOVED BY B. MARSHALL** that the Council Budget Meeting be recessed at 3:58 p.m. until 10:00 a.m. on December 4, 2014.

Carried

The meeting was reconvened at 10:01 a.m. on December 4, 2014.

Economic Development Dept

Nick Lapp, Director of Planning and Development, and Chris King, Economic Development Officer, presented the Planning and Economic and Development budgets.

Dino Project Budget:

- 2014 - proposed budget increase of \$0. Will use up to \$400,000 of the 2014 Museum Society Operating Grant to cover any additional expenses to the end of December 2014. Approximately \$144,000 of the grant is estimated to be allocated which leaves \$242,000 surplus to potentially transfer to the society;
- proceeds from the Amber Dino Ball were given to the Society so they have \$380,000 cash in the bank and the balance of the \$400,000 grant from this year as well as \$400,000 grant in 2015 to be used as an operating budget before revenues begin to be generated. The \$400,000 grant is reflected as a Recreation and Culture grant;
- Councillor Smith inquired about the \$100,000 being put in reserves for repairs to the Dinosaur Museum. CAO, Bill Rogan commented that we are building replacement reserves on all of our County buildings, and because the building is still ours, the \$100,000 goes into a County reserve (like what is done with Nustadia);
- The total Capital costs for 2015 will be \$6.18 million (which includes the \$400,000 grant and \$100,000 reserve transfer). Mr. King commented on the \$700,000 grant which has been applied for. Councillor Smith inquired about the additional cost of \$879,082 and whether it is for the displays. CAO, Bill Rogan responded that when the RFP closed the cost was more than anticipated for the work required. If we are successful with grants and naming sponsorships the amount can be reduced (currently still \$1.5 million in naming rights available). The total cost is \$6,582,181 which includes the \$400,000 Recreation and Culture grant for 2015;
- Mr. King and Ms. Hoerner commented on the current funding that is available from various reserves, and that the M.D. of Greenview has committed to an additional \$250,000 sponsorship. It was also noted that the Alberta Community Partnerships grant has been applied for to complete the castings;
- Councillor Harpe inquired about the balance of the Facility Capital Reserve if \$3 million is drawn out. Mrs. Vavrek noted that the opening balance was \$4.88 million, with the \$3 million and proposed \$879,000 coming from that reserve, that remaining balance will be \$875,000.

Economic Development:

- 103 commercial building applications; 300 single family home starts; 18 multi-family housing starts = growth;
- want to increase commercial and retail services, mainly in Clairmont, and provide servicing for the increased population needs.
- Multi-Modal Project ribbon cutting, also Phase 2 and 3 coming in future years and we need to start thinking about rail over the next 5-10 years because the County needs rail accessible commercial and industrial land.
- working on attracting new development: need a long range Economic Development Plan and a Regional Growth Plan.
- 2015 - proposing a general & contract services decrease; slight increase to goods, materials, and supplies; grants at \$50,000 (PREDA membership); looking at Economic Development Plan next year so trying to use the surplus to cover that;
- slight decrease in salary and benefits;
- \$250,000 for the Tour of Alberta in 2015 (\$200,000 will be drawn from reserves). Councillor Marshall inquired about revenues for the Tour and how it is being generated. Mr. King responded that they are in the process of creating sponsorship packages right now and there could be a potential surplus from advertising. Currently there is a \$50,000 sponsorship commitment secured;
- There was discussion on the projected costs that the County would be paying for the event. Mr. King commented that it will be roughly \$100,000 for the festival, advertising, and commercials, which is a realistic figure that can be scaled back if necessary and should be covered by revenue generated;
- the 2015 salary and benefits includes the proposed half-time Economic Development Coordinator/Planning Clerk position. Mr. King noted that there are currently 2.0 full-time staff in Economic Development and with the upcoming projects additional staff time is required. There was considerable discussion on the position request and whether it would be more fiscally responsible to contract staff time instead of making it a permanent position;
- Reeve Beaupre inquired which position was the main priority for Planning and Economic Development. Mr. Lapp responded that the request for an additional Safety Codes Officer is the highest priority. He commented on the positive aspects of cross-training someone for both Economic Development and Planning needs and that the future plans and programs would benefit from an additional Admin person. There is enough space to accommodate the two requests in the current office space available;
- Mr. King commented that he can bring back a request for a contract position, but noted the other projects (such as the business visitations and Regional Growth Plan) that would benefit from a permanent staff member;
- There was discussion on applying for a Municipal Intern or the University of Alberta has a Planning and Development Co-op Program.

Multi-Modal budget:

- small amount left for 2015 (\$13,000) as we are still waiting for Phase 2 and 3 approvals (title transfers, legal costs, etc);
- There was discussion on signage and whether there is any installed noting the partnerships that were made possible by working with the County. It was noted that it is not in the current agreements, but can be investigated in the

future.

Planning & Development Dept

#BD20141203.1005 **MOVED BY R. SUTHERLAND** that the meeting be recessed at 10:51 a.m. for a short break.

Carried

The meeting was reconvened at 11:04 a.m.

Mr. Lapp presented the Planning & Development budget:

- the Annexation Hearing with the City is now complete and we will receive a decision from the Municipal Government Board by mid-2015, therefore some staff time will be required for additional follow-up in 2015;
- 2014 revenues were stronger than anticipated and the year to date is strong. Expenses were slightly higher (due to the annexation) and there is also an increase in contract services;
- 2014 - proposed to be on track with net costs;
- growth is consistent: at 10% over the year to date in 2013 and it has been the third busiest year ever for Planning;
- looking at same the numbers projected for 2015, but because of the price of oil the impact on growth and development is not certain;
- lots of capital spending for industry has already been allocated;
- County approved 800+ acres of land for industrial use this year and are expecting development to occur in 2015. There may be a drop in new industrial subdivisions starts in 2015 because of the ones approved this year;
- residential growth will remain very active: new housing starts are at 300 (214 single family homes). Continued development in Whispering Ridge, Clairmont Heights, and other Rural Estate subdivisions east of City. There will also be an increase because of the new school in Whispering Ridge. Construction of the school is expected to begin in 2015 and PWSB wants school completed within 3 years.
- minor changes to the Schedule of Fees for condominiums;
- Councillor Harpe inquired why there are less permits projected for 2015. Mr. Lapp responded that they are being conservative because they are not sure the impact of lower oil prices.

2015 Capital requests:

- new pick-up truck for the proposed addition on a Safety Codes Officer;
- Cityview Phase 3 - this will allow people to apply for permits online;
- Cityview Mobile - tablet functions in the trucks so they can complete the reports and print them onsite;
- unfunded: Wapiti Corridor Trail Development Phase 2. There was discussion on where the trail development could be funded from.

Update:

- seeing new and more Area Structure Plan (ASP) requests coming forward. Identified key projects that align with Strategic Plan: Bezanson ASP;

Dimsdale ASP; Northwest Clairmont ASP (Ferguson Lake area). Also second priority: Whispering Ridge South, Heritage Estates, Sheehan ASP; west of Whispering Ridge (RR62); and east of Crossroads South;

- Design Standard Update for Subdivision Construction - looking to finalize this as it was on Council's Strategic Priority Chart. Also propose working on the Bauman Road Twinning Study and Transportation Master Plan;
- Regional Growth Study - finalizing Terms of Reference and will put \$100,000 away each year to fund it. Planning & Development will combine with Economic Development on this study and both projects will be done together (2015-2017);
- CAO, Bill Rogan commented on the differences in ASP costs and that the NW Clairmont ASP estimated at \$100,000 can be partially funded from the Landfill Reserve and we can achieve some cost recovery once development occurs.

Safety Codes:

- revenue is strong and year to date is \$1.536 million;
- little higher expenses because of moving into the new spaces; netting at \$800,000 projected on the year and may be a bit higher;
- currently providing Safety Codes services to the County, Sexsmith, Hythe, Beaverlodge (signed a contract for 2015) and Wembley;
- 2015 budget includes a request for a new Safety Codes Officer who will complete inspections and permitting for plumbing and gas. Currently, the Safety Codes Manager has to do all of the commercial and residential gas, plumbing, and sewage inspections. He is currently putting in at least 20 hours of overtime each week to ensure all the inspections are done. Mr. Lapp noted that there are only three certified commercial building inspectors north of Edmonton one of which is Rob. The new Safety Codes Officer would be trained for private sewage inspection as well as the other inspections. The total cost for the position will be \$125,548 (includes capital costs). This is the priority staffing request from the Planning & Economic Development Departments;
- There was discussion in regards to the projected revenues for permits and licenses and the increase in fees.

Wapiti Corridor Planning Society:

- depleted gravel leases to recreation leases;
- contract services for the work done for the Evergreen Park land acquisition and work with Public Works on the road access;
- 2016 - work on OHV trails east of Evergreen Park;
- Mr. Lapp noted that we are hoping to hand this off to the Society and have them take the plan forward: \$10,000 and GIK support and it can be funded from the reserve that was established for the Wapiti Corridor in 2009/10.

Councillor Beck inquired about the Schedule of Fees and whether the Condo changes are the main changes. Mr. Lapp responded that they are and there will also be the Development Agreement charges increase to \$200/hectare, and we may need someone as a third party to review the TIA or other studies. We could also take 1% of securities that can link the charge to the scope of the project; the securities are typically determined by the engineers, Public Works, and other consultants. CAO, Bill Rogan commented that it is based on estimated work to be done and it is built into the Developers Agreement. There is a minimum charge of

\$200 and a maximum of \$5000 based on the scope. Developments that require more staff time will bear more costs.

Mr. Lapp concluded the Planning & Development budget at 11:54 a.m.

#BD20141203.1006 **MOVED BY P. HARRIS** that the meeting be recessed at 11:54 a.m. until 1:00 p.m.

Carried

Agriculture Services

The meeting was reconvened at 1:03 p.m.

Arlen Miller, Director of Community Services, asked that Council advance the Agriculture Services budget. There has been continued growth and increase in Agriculture Services there are some additional asks for current and future needs.

Agricultural Services Board (ASB) budget:

- Provincial grants received were \$18,359 more than the base funding and propose to transfer that amount to the ASB Reserve;
- general revenue projects - \$5000 of the \$10,000 in the budget was used for 100 Years of Farming (only 2 applicants). Left at \$10,000 for upcoming years because many farms came after 1912;
- no projected changes for 2015.

Agriculture Administration:

- 2014: CIB was lower because Clairmont did not participate;
- saved \$3000 on Farm Family budget;
- amount for float included in Supplies because it will be redesigned next year;
- \$6000 higher for building repairs and maintenance;
- \$16,000 less than projected in the computer line because of a decrease in the cost of the Tough Books. It is proposed to return the savings to ASB reserves;
- lower shop labour costs because vehicles are newer;
- 2015: salaries/benefits projected higher due to the proposed ASB Program Assistant and Lead Weed Inspector positions. The requests were taken to the ASB board and the suggestion was to take 1.5 Admin FTE and change the structure. The Lead Weed inspector and Lead Mower would report to the Program Assistant and it would allow for back-up for the AG Fieldman;
- There was discussion on the Tough Books and the successes and challenges experienced with them this past season.

Problem Wildlife:

- only change is the COLA increases;
- very effective program and ratepayers are very happy with this (coyotes, beavers, dams);
- no major changes to their budget.

Rural Extension:

- \$43,000 grant per year for next 3 years: we are one of the best programs from a Municipality as per Alberta Agriculture so the grant was increased;
- within 2014 budget, Ground Water Project was reduced by \$8000 because

they are only doing half the wells this year (there are 50 wells in total) and the other half will be done in 2015;

- no major increases for 2015 other than reduction in Ground water monitoring (\$7000);
- it was noted that the COLA increases were not included in the Problem Wildlife and Rural Extension budgets;
- There was discussion on the Ground Water Transducer information and it was noted that the reports should be posted on the County website.

Weed Control:

- 2014 - under budget for Weed Warrior (some cancellations); should do better next year;
- shop labour slightly higher because of older vehicle repair;
- 2015 - no new chemical job sites so the line reduced by \$4000;
- salaries/benefits reduced because of the ask to have the 10 month Weed Inspector to be converted to a full-time all year round position. The other weed inspector is retired now and they need another to replace him;
- Agriculture Services were able to locate some potential savings in the budget which will offset the conversion of the position to full-time. The projected Salaries & Benefits line in Council's budget package will reduce by about \$100,000.

2015 Capital Requests:

- new quad for oil/gas Weed Inspections: previously a pick-up truck was used and it cannot access some of the remote pipelines. There are some issues with pipeline right-of-ways and they have not been able to address the concerns because of the vehicle cannot access the areas. Last year they shared two quads between the spray crew and oil/gas and the No Man's Land areas are growing issues that have to be addressed with quads. The \$9500 could be drawn from the ASB reserves (which are currently at \$85-100,000);
- There was brief discussion on the Working Alone policy for these situations;
- Reeve Beaupre inquired if the Program Assistant would require a vehicle. Mrs. Raven responded that Agriculture has a couple vehicles that are due to be auctioned off and one could be kept if there is a need and the position is approved.

Mrs. Raven concluded the Agriculture Services budget at 1:34 p.m.

Community Services Admin

Mr. Miller presented the budget for Community Services Administration.

- on track for 2014;
- 2015 - general/contract, good/services - paper, photocopying, etc;
- salaries/benefits - Director, Executive Assistant, and a portion of Front Desk. If Council approved the position, the Administrative Assistant can be cost-shared between various departments and provide Administrative Support (Fire, AG, and CSB).

Regional Enforcement Services

Supt. Stu Rempel, Manager of Regional Enforcement Services, presented the Enforcement budgets.

Enforcement Operations:

- conservative with \$300,000 in revenue from tickets;
- slight increase for 2015 - asking up to \$1.8 for salaries and benefits for the increase in new positions, programs, training, uniforms, and other necessary items;
- there has been a contract request from Saddle Hills County for a part time Bylaw Officer. Beaverlodge has not re-signed their contract for 2015 so there is potential to take on the Saddle Hills request. Because the County is already at full capacity for Bylaw Officers, a full-time Bylaw Officer positions has been requested. Any unutilized time by Saddle Hills County would mean the Bylaw Officer would do additional work within the County;
- 2.75 COLA - 11% admin fee for renewals or renegotiating;
- Parks Patrol - proposal to hire 2 FTE Peace Officers and 2 Seasonal Park Patrol Officers;
- proposed 0.5 FTE Admin position - currently experiencing difficulty with court services, violation tickets, and general administration. They have partnered with Fire Services on a request because there is a need for increased Administrative support for both departments.
- There was considerable discussion in regards to the contract with Saddle Hills and whether it would generate revenue or provide cost recovery. Supt. Rempel noted that it would be at cost recovery and there is potential that there could be some cost recovery. He also discussed the increase in unsightly premises and that the addition of another Bylaw Officer would allow Enforcement Services to be more proactive on files;
- Parks Patrol positions: Level 1 Peace Officer did the testing and was paired with a seasonal Bylaw Officer. They patrolled 1/3 parks, 1/3 trails, and 1/3 greenspaces. To do the same patrols on a full-time basis they would require two Level 1 Peace Officers and summer Bylaw Officers. There was considerable discussion in regards to the Parks Patrol position requests and the main area they would be patrolling;
- Also capital ask for a FTE vehicle;
- Supt. Rempel noted that we currently lack the capacity to complete the Saddle Hills County contract and have told Saddle Hills if the additional position is not approved we cannot fulfill the proposed contract. He noted there are other options that Council can choose from for the Parks Patrol positions. There was discussion in regards to the current staff compliment;
- There was a concern expressed that by pulling the Peace Officers off road patrols and onto parks patrols it will reduce the visual presence.

Enhanced Policing:

- COLA increases: the Enhanced COLA is funded from the Provincial Government and the COLA was also included in the Service Agreements;
- Beaverlodge contract expiring in March 2015;
- Enhanced Policing is not at a full compliment as Cpl. Myles Peckham retired and we are waiting on RCMP for approval for replacement. Mr. Miller commented that he had spoke to Superintendent Ray Noble and he said the County will receive the information about the replacement member shortly.

SPCA:

- Poundkeeper position (60/40 split with the City) and two others (two kennel worker staff);

- the one year contract with the SPCA to run the pound will expire December 31, 2014;
- receiving some revenues because of the re-claims;
- recommending to renew a 6 month contract with the SPCA (expire June 30, 2015), then bring back the information to Council to see if we want to take over the SPCA or continue to contract. The report should come back by March and he is confident that if we take it over we can run it for less. Currently everything has been 60/40 and it has been highly successful;
- net of 6.46% decrease.

Capital:

- replace two in-car video cameras (\$8000 each). CAO, Bill Rogan commented that the cost of cameras is increasing so we may want to put \$2000/year away for replacements in the future;
- parks patrol vehicle and in-car video camera - can make modifications or changes to the request if Council wishes;
- one replacement vehicle and falls within the replacement reserve;
- There was considerable discussion in regards to whether it would be more effective to hire an additional Enhanced RCMP member instead of the two Peace Officers and Seasonal Bylaw Officer for the County Enforcement compliment. Supt. Rempel commented that we retain Peace Officers for much longer than the Bylaw and Enhanced Officers;
- There was additional discussion on the Saddle Hills County contract;
- Reeve Beaupre inquired which position was the highest priority for Enforcement Services. Supt. Rempel responded that the Administrative Position cost shared with Fire Services is the main priority, then the Parks Patrol in whatever capacity Council would approve;
- It was noted that if an Enhanced Member was approved it could take up to a year to have them start. The County is a model for policing in the Peace Country because Enhanced work in house with and for us.

The Enforcement Services budget presentation concluded at 2:37 p.m.

#BD20141203.1007 **MOVED BY D. BEESTON** that the meeting be recessed at 2:37 p.m. for a short break.

Carried

The meeting was reconvened at 2:54 p.m.

Mr. Miller noted that he spoke to Spt. Ray Noble over the break we will have a replacement Corporal in 2 weeks. Should we request an additional Enhanced member, it would be 6-8 months before they arrived at the County.

Regional Fire Services

Everett Cooke, Fire Chief, presented the Regional Fire Services budget.

Administration and Fire Prevention Budget:

- have been completing additional training in house and to other municipalities;
- reductions in training/travel/accommodations because the training is now being done in house at the Dunes training Centre;

- Fire Prevention projects: architect and design for the expansion of La Glace and Teepee Creek Stations. Seeking \$20,000 for the project costs;
- Dangerous Goods Program - 3rd year of program to raise the level of service the Regional Fire Services can provide at the Technician Level;
- Frost Free Stand Pipe system - \$10,000 annual request to provide year round access to water and dugouts for all stations to use in combating fires;
- There was discussion on the amount of Frost Free Stand Pipes in the County and where they are located. It was noted that there are some pipes in the industrial development areas as per the Developer's Agreements.

GP Rural (GP.Dunes area)

- could be the last year of MSI operation funding for Regional Fire Services (\$130,000 grant);
- fireworks vendor permits (4 vendors);
- sales of goods/services - Dunes Training Centre revenues;
- some reductions in travel/accommodations/training because it has been brought in house;
- increases PPE and supply - based on SCBA and other necessary equipment;
- \$111,988 in salaries that does not include COLA's. Trevor Grant, Deputy Fire Urban Operations, noted that the majority of the increases are from Firefighters moving up Fire Classes so they see a bump up in the pay grid;
- no projects for GP Rural;
- looking to partner with Enforcement on the 1.0 FTE Administrative Support position. The Admin support is necessary so they can recover costs of insurance, third party billing, cost recovery, and other various costs. The current Administrative position is overloaded and they require support;
- There was discussion on the projected revenue for sales of goods and services. It was noted that this year that some places were pulling out of training because they cannot afford it so they were being conservative with the projection for 2015;
- There was discussion on the MSI operating funding and that the ACP will replace it going forward. The funding is application based and we could potentially see an overall increase in funding for County projects if we are successful in the grant applications.

Volunteer Departments (Beaverlodge, Sexsmith, Wembley, and Hythe):

- there is a 3% increase for Enhanced services with Sexsmith and cost recovery on training materials;
- 4 Municipal contracts increasing by 3.5%; this is the last year for contracts and we will meet on renewals later in 2015;
- COLA increase and reductions in internal labour and transfers;
- reduction in salary benefits;
- 2015 - decrease in 1.77% before projects - some moved into training lines for facility;
- Bezanson chlorination system work is completed. There was discussion on the system and the final price being over budget. The overage was funded by a surplus in the Fire budget;
- Reeve Beaupre inquired about the sewer issues at the Dunes Fire Hall. Fire Chief Cooke responded that much of the damage was covered by insurance;

- 2015 - overall increase of 2.73% after projects.

Capital Plan 2015:

- SCBA function testing equipment - currently contracted out and if it is brought in house it will increase the level of service;
- replacement Breathing Air Compressor for the Dunes Fire Hall - now struggling to meet the demand because the compressor is constantly in need of maintenance. They would like to replace with a higher capacity model that would be a benefit to all stations;
- There was discussion on the Air Compressor for the Dunes Fire Hall in 2015 and one for the Bezanson Fire Hall in 2016. It was noted that the one from the Dunes Fire Hall cannot be used at the Bezanson Fire Hall because both stations are the same size and require the higher capacity;
- New 3/4 ton pick-up truck for the Bezanson station - this purchase will eliminate 2 units in the Bezanson fleet as it replaces a used pick-up and a used Tahoe. This change will allow them to house all the equipment for Bezanson inside;
- 3 Firefighter rapid intervention rescue packs - it is a kit that allows intervention teams to provide emergency oxygen with various hoses;
- Reeve Beaupre inquired about the main priorities for the department. Fire Chief Cooke responded that the 3/4 pick-up in Bezanson is the first priority; followed by the air compressor for the Dunes station. The Intervention Packs could be bought with reserve funds if necessary;
- There was discussion on the units due for replacement and whether they could be re-purposed and used by other departments (\$62,000 savings). Mr. Miller noted that with the addition of the Disaster Response trailer, it is too big for half ton pickups to tow. There was discussion on the replacement reserve.

Fire Chief Cooke concluded at 3:32 p.m.

Disaster Services

Mr. Miller noted that this is associated with our partnership in GPREP.

- the increase for 2015 is for having Jennifer Teed become full-time administrative assistant with Jennifer Wood.

Parks Services

Mr. Miller and Megan Schur, Manager of Parks and Recreation, presented the Parks Services budget.

Parks Operations:

- campgrounds and caretakers budgets (includes sewage, garbage, and utilities);
- some increase in salaries/benefits requested for the campground caretakers. Each position was evaluated for responsibility and a formula was applied to determine a reasonable wage. Hommy Park saw the highest increase (from \$5000 to \$18,000). Ms. Schur noted that they believe the increases are justified because they are representatives of the County and we want to retain the people there. They are contract employees as well so they do not have any benefits;
- still budgeting for Old Bezanson Town site - first year of day use and

- received great feedback;
- increase in General expenses to have winter operations of Day Use areas - Saturdays and Sundays, campfires, facilities, only daylight hours and does not include campground portion (pilot project so additional costs for garbage and septic);
- There was considerable discussion in regards to the proposed wage increases for the campground caretakers and whether the public bid process would continue. It was noted that some of the caretakers use their own equipment for maintenance and they should be compensated properly for the work that they do. If the wage increases are not approved there will be a reduction in the budget by \$15,000;
- There was also discussion on the \$50,000 cost of purchasing the existing trailer at the Bear Lake Campground. Ms. Schur noted that the trailer was appraised at \$40,000.

Parks Administration budget:

- salaries and special projects;
- trails and signage was not budgeted for last year: need non-motorized signs and various signs for the campground playgrounds (size and age limits and other safety information); Archeological Assessment on all County parks; Saskatoon Mountain Conceptual Plan; miscellaneous parks projects;
- some reduction in contract services because of moving training out to each member;
- there are no new staffing requests for 2015.

Parks Maintenance:

- no significant changes to the grounds keeping program;
- crack sealing on all trails and repairs to the Dunes trail (assistance from Public Works);
- snow clearing on the trails;
- it was noted that the CIB budget was included as it's own budget and there were no changes from last year.

Recreation-Culture-Community

Ramona Rollins, General Manager of the Crosslink County Sportsplex, and Ms. Schur presented the Nustadia/Sportsplex budget.

- there was a good turnout with bouncy castle and parties but actual was less than projected;
- increase in salaries as per a staffing wage review that was conducted (increase in general & contract services);
- proposed funding for a part-time Marketing Specialist - \$50,000 increase which includes the employee and the materials;
- because of the increase in programs they need to increase their staff to deliver a consistent level of service;
- There was discussion on the total subsidy that would be provided by the County for 2014. The amount is roughly \$675,000;
- funds required for the field maintenance of the outdoor pitches: mowing, fertilizing, and line painting.

Councillor Smith inquired about the Capital cost for the septic tank in Hommy

Park. Ms. Schur responded that the \$10,000 ask was included in a shadow budget a few years ago and will be done in 2015. When Country Pump-Out inspected it they had said to replace it in 5 years. There was discussion on the Hommy Family donation.

Dinosaur Museum budget:

CAO, Bill Rogan commented this budget is for the insurance on the building and the \$100,000 transfer for the building reserve. It is reflected in the Recreation and Culture budget not Economic Development.

Reeve Beaupre inquired about the daily operations at the Crosslink County Sportsplex and whether the staff are happy with Nustadia. Ms. Schur commented that Ms. Rollins feels supported by Nustadia, but that the staff feel as though they are part of the County. The agreement with Nustadia is for 10 years but there have been discussions about some revisions later on. CAO, Bill Rogan commented that there will be a meeting in February with Council and Nustadia to review the annual budget. Reeve Beaupre asked that Ms. Rollins come to a future Council meeting and provide an update.

Physician Recruitment Budget: a budget of \$1/capita (\$20,347) is included for potential grants to doctors who are recruited to the County. Also includes the cost of the appointed board member.

Recreation Board Grants: same standard grants to halls, pools, and other community recreation.

Community Culture Grants:

- new Council requests that need to decide if they need to be included in discussions;
- Glen Leslie - recommendation to reduce the amount;
- Rio Grande Sports;
- budgeted 425,150 for Capital Assistance Grants;
- Teepee Creek church - capital assistance grant (45,000);
- over budget by \$17,250 and there were other requests deferred from the December 1st Council meeting (Big Hearts for Big Kids and Bear Creek Folk Festival requests);
- Council discussed each additional request on the spreadsheet provided.

#BD20141203.1008 **MOVED By P. HARRIS** to increase the grant funding for the South Peace Regional Archives from \$37,698 to \$41,600.

Carried

Prairie Art Gallery - increase from \$50,000/year to \$80,000/year.

#BD20141203.1009 **MOVED By R. HARPE** to increase the grant funding for the Prairie Art Gallery to \$65,000/year for 2015-2018.

Carried

Clairmont 100th Anniversary funding. No motion was required because of the 100th Anniversary Policy.

Grade Three Reading University request for an increase from \$5000 to \$10,000 annually.

#BD20141203.1010 **MOVED BY B. MARSHALL** to increase the amount for the Grade Three Reading University program sponsorship from \$5,000 to \$10,000/year.

Carried

Nitehawk Ski Area - recommendation was to defer \$50,000 to budget annually for operational energy costs. This will be an ongoing cost and the City of Grande Prairie has committed to assist in this for the next two year.

Mighty Peace Day 2015 - in 2013 County sponsored \$5,000.

#BD20141203.1011 **MOVED BY H. BULFORD** to approve the Nitehawk request in the amount of \$50,000 for the two years, with a review being done after completion of the second year.

Carried

There was discussion on Mighty Peace Day.

#BD20141203.1012 **MOVED BY C. BECK** to support the 2015 Mighty Peace Day in the amount of \$10,000.

Councillors Harpe and Smith spoke against the motion. Councillor Beeston spoke in favour.

Carried

High School rodeo finals - \$30,000 for two years (2015-16). There was discussion on the amount of County participants in the event.

#BD20141203.1013 **MOVED BY P. HARRIS** to support the High School Rodeo finals events in 2015-16 for \$15,000/year.

There was discussion on whether the full \$30,000 should be approved.

Carried

Clairmont Skateboard and Spray Park - recommendation for \$350,000 for 2015.
Bezanson Community Centre Phase 1 - recommended \$600,000 each year for the next three years.

Nitehawk Equipment Replacement - \$177,500 (funds will be held in reserve until recommended they be released by administration);

Rio Grande - new covered building for \$100,000.

Reeve Beaupre inquired about the funding for the La Glace Arena. Colleen Wessels responded that we have to show the transfer of the money in and out of

the budget.

- #BD20141203.1014 **MOVED BY H. BULFORD** that the County support the Bezanson Community Centre in the amount of \$600,000 per year for the next three years.
Carried
- #BD20141203.1015 **MOVED BY D. BEESTON** to approve \$350,000 for the Clairmont Skateboard and Spray Park Phase 2.
Carried
- #BD20141203.1016 **MOVED BY P. HARRIS** to approve \$100,000 for the Rio Grande Sports Association renovation.
Carried
- #BD20141203.1017 **MOVED BY P. HARRIS** to approve \$177,500 in 2015 and \$116,441 in 2016 for the Nitehawk Equipment Replacement Reserve, with funds to be held by the County of Grande Prairie.
There was discussion on the main motion. Councillor Bulford asked to include the third and fourth years (2017-2018) presented from Nitehawk for the equipment replacement reserve funding. The amendment was accepted as friendly.
MOVED BY P. HARRIS to approve \$177,500 in 2015, \$116,441 in 2016, \$134,191 for 2017, and the amount to be supplied for 2018 for the Nitehawk Equipment Replacement Reserve, with funds to be held by the County of Grande Prairie in reserve and released on Council's approval.
There was discussion on contributions from other municipal partners (City and M.D of Greenview).
Carried
- Big Hearts for Big Kids - asking for an additional \$2500; however FCSS provides \$20,000 of funding for Sunrise House / Odyssey House each year.
Bear Creek Folk Festival - requesting \$34,000 to match the City's contribution.
- #BD20141203.1018 **MOVED BY B. SMITH** to take no action on the additional \$2500 sponsorship request from Big Hearts for Big Kids.
Carried
- #BD20141203.1019 **MOVED BY R. HARPE** that no action be taken on request from the Bear Creek Folk Festival.
Carried

After reviewing the spreadsheet there was an overall decrease of \$30,000. An updated spreadsheet will be brought to Council for deliberations tomorrow.

Recreation Facility Management budget:

- going to Corporate Services Department so there is a decrease.
- Removal of the Director of Community Services from this budget;
- new Recreation Facilities Coordinator will start on December 15th.

General Recreation and Culture budget:

- administrative support and programming;
- includes annual Council Open Houses and the FCSS Social Needs Assessment;
- Parks and Recreation Masterplan - cost of \$350,000, Ms. Schur has applied for a grant and there will also be cost sharing with the City.

Capital Plan 2015:

- no major requests, completing unfinished work;
- Sportplex playground equipment (\$100,000);
- top dresser/spreader - want to pull this out because they have been looking into renting one or buying a used one;
- Field Shelters - half domes outside sportfields which will provide protection from the elements (\$8000/each);
- batting cage - in Sportsplex fieldhouse. It was noted that the use by the baseball clubs will generate \$20,000 in revenue. Minor Baseball wants to contribute to this and sponsor as well;
- There was discussion on a pitching machine.

Carryover from 2014:

- 3 bay shop at CSB - site prepped and there is water and sewer installed. Goodon Industries has said they are expected to install in January and will come sooner if they can;
- maintenance shed at Sportsplex - could not get it done this year. Would house the boom lift and other equipment.

Parks Capital items:

- new septic tank at Hommy Park;
- new ATV side-by-side's for all caretakers (\$10,700 each). Councillors Beck, Marshall, and Bulford spoke in favour of modified golf carts instead of side-by-sides;
- Pipestone Park water upgrades (\$12,000) - treatment system is not fully functional and this would clean up the structure, pump, holding tank, and small treatment at the house. It will not make the water at Pipestone potable;
- Bear Lake Caretaker Mobile - if we purchase it from the current owner it will be at a cost of \$40,000 plus \$10,000 for renovations. The existing trailer has about 5-10 years of life left in it;
- Carriage Lane playground - want some upgrades that will be done at the expense of the residents of Carriage Lane. Planning policy says we put in \$1000 and the community will raise the rest of the money. We have offered to set up an account and purchase the equipment on their behalf and provided them with our contacts at the playground equipment suppliers;
- replacement lawnmower;
- carryover - Bear Lake Playground border repair (\$15,000);
- Unfunded item: Clairmont Pedestrian Bridge (first came forward in 2007). The cost is \$160,000 and would not get the full use until Clairmont Heights development occurs and the Clairmont Parkway Phase 1 is complete. This is more long-term planning which may work in years to come but wanted to keep it on the radar.

Ms. Schur concluded at 5:16 p.m.

a.m. December 5, 2014.

Carried

The meeting was reconvened at 10:02 a.m. on December 5, 2014.

Family Services

Mr. Miller asked that Council proceed with the FCSS budget and return to the campgrounds and Cemeteries once Ms. Schur arrives.

Kathleen Turner, FCSS Director, presented the FCSS department budget.

FCSS General Revenues:

- no increase to the FCSS grant for 2015.

Administrative budget:

- there were many additional requests received over and above the FCSS Advisory Board grants (mainly Special Needs Transportation); The actual amount for grants/transfers for 2014 is \$288,100;
- 2015 - requesting a new position: Team Lead for Programming Services who would take over the Community and Child/Youth and Family programs. Would be a 1.0 FTE and can effectively reduce the span of control for Mrs. Turner. They will also advance some of the programming from the County-wide Needs Assessment that was done. It was noted that the FCSS Department may temporarily move into the South Fire Hall once the Dinosaur Museum Society moves out in 2015. Peace Wapiti School Board has also spoke about attaching a building to the new school in Whispering Ridge where some staff could be housed. Currently, playschool programs are very full, if we can offer more it would ease the pressure;
- \$2000 grant to Breakfast Club to replace the Wolf Pack Program (took \$6000 out and put \$2000 back in for a \$4000 savings).

Home Support budget:

- main change for 2015 is a request for a Home Support Assistant position. The program continues to grow and the coordinator is constantly out doing assessments for new clients. The assistant would cover holidays and sick days for the main home support assessor and ensure there is no downtime;
- There was discussion on the costs and contracts for providing Home Support. Mrs. Turner also commented on the proposed change for the Schedule of Fees: adding two new lines because there are some clients with higher income levels. Child/Family Services has a minimum fee but have the ability to negotiate if the client cannot afford the service but is in need.

Playschool budget:

- no major changes;
- Staff are properly licensed. Lost one instructor because she was unable to fulfill the education. The replacement is currently being assessed by the Province.

School Liaison budget:

- 2015 - asking for an additional School Liaison position because the increased population means the need for more workers in the schools;
- There was discussion on whether there would be increased funding from Peace Wapiti School District as they have provided cost-sharing for

positions in the past. Mrs. Turner noted that the funding is not position-specific and it is a global amount given towards the whole program: in 2015 they are providing \$25,000 more and in 2016;

- the School Liaison would also attend team meetings and discuss students/families that are having concerns; parent meetings (in homes and schools); attend different meetings within the Community (suicide prevention, etc). Reeve Beaupre inquired if the Liaison still assists the students through the summer. Mrs. Turner responded that they do not currently do the program in the summer and it is the most vulnerable time. The liaison's gets calls and texts throughout the summer and they respond to keep in touch.

Town of Beaverlodge Administration:

- cost recovery plus 12% administration fee;
- CFSA grant to cover the cost of the administrative assistant. Our proposal was not approved so the extra position and operating expenses in the Centre will not be funded by the grant. She met with the CAO and Mayor of Beaverlodge and they are coming up with ideas to keep her there. Currently, the contract is not renewed, Mrs. Turner will propose a 3 month extension to find a solution. They are reluctant to sign the contract because part of the funding is missing. As of March 31, 2015 the program will be unfunded.

Wembley:

- Cost recovery plus the 12% Administration fee. The contract goes to their Council on December 8th.

Hythe:

- Cost recovery plus 12% Administration fee. Signed a 3 year contract;
- Councillor Harpe inquired about the Admin fee at 12% and the Enforcement Admin fee is 11%, and whether there is a global admin fee. Mrs. Turner commented that FCSS will be changing their fee to 11% to match with the rest of the County.

Bezanson Tot Program:

- growing program, well received and attended; want to offer this elsewhere in the County. May need to explore a larger space in the community if it continues to grow. If they build the Community Centre they will be going there.

Wellington Resource Centre:

- under budget because of the daycare lease from YMCA; no longer using the multipurpose room; reduced some of the care (infant);
- in 2015 they will be adding portables to the school; with the addition of portables it may reduce our percentage and have already spoke to Peace Wapiti School District as well. Will stay at 17.9%, it will just be a schedule to reflect changes.

Cemeteries

Councillor Harris asked for the revenues from campgrounds and it was distributed. Megan arrived at 10:10 a.m.

Cemeteries:

- same as last year;

- the grant has been under subscribed for the last 2 years so Parks and Rec want to reduce it to \$30,000 this year;
- general/contract - maintenance crews are under groundskeeping budget; small amount of money for incidentals and advertising;
- proposing some increases: increase Plots to \$200 and urn to \$100 more to go into existing plot; also an additional maintenance fee of \$100 when plots are sold. It is recommended in Cemetery Act to have a Perpetual Care fund (for maintenance). The \$100 per plot would go into a reserve that could be used for maintenance and other programs. The \$100 fee would only apply to plots at Emerson Trail;
- It was noted that the County only handles the sale of plots for the Emerson Trail Cemetery but does maintenance on 30 cemeteries throughout the County;
- There was considerable discussion on the additional maintenance fee and what can be applied for through the Cemetery Improvement Grant.

Library Services

Library Board budget:

- Mrs. Turner noted that she has allocated 10% of her salary to this to this budget line because it has never been shown in the budget before;
- grants will increase by 3% in 2015;
- discussed the grants and book allotment for each library in the County. In each library there are typically 2 staff members: 3 librarians and 3 library assistants in the three County libraries.

The main priority for FCSS is the Team Lead for Programming position; then the School Liaison Worker; then the Home Support Assistant position.

Mrs. Turner concluded her presentation at 10:31 a.m.

Recreation-Culture-Community

Ms. Schur provided the updated grants spreadsheet (\$210,000) and noted that one motion was missed yesterday to increase the amount to the Teepee Creek Church in the Capital Assistance Grants Line.

#BD20141203.1021 **MOVED BY B. SMITH** to approve increase to the Capital Assistance Grants line by \$62,250 to include the Teepee Creek Church Restoration.

Carried

Parks Services

Ms. Schur distributed additional information about the revenues generated from each campground and the cost of the caretakers contract. There was considerable discussion in regards to proposed rates.

She commented that the lifespan of the trailer at Bear Lake Park was not included on the appraisal report. There was discussion on whether it would be a better option to purchase a brand new trailer at a cost of \$100,000 to save on utilities and provide a longer lifespan.

Concluded at 11:00 a.m.

Recess

#BD20141203.1022 **MOVED BY P. HARRIS** that the meeting be recessed at 11:00 a.m. for a short break.

Carried

The meeting was reconvened at 11:20 a.m.

County Council

CAO, Bill Rogan presented the County Council budget:

- above budget this year - many conferences, training, etc. More people attended than usual so we are over on several lines;
- above budget this year - additional catering due to meetings attended or hosted by Council.

CAO Office

CAO, Bill Rogan that the CAO budget is not under Legislative Services anymore therefore there is a 100% increase for his position and the Executive Assistant to CAO and Council. CAO Office also includes Humane Resources and Communications.

Reeve Beaupre inquired if the funding for the Service Review will be coming from the Strategic Planning budget. CAO, Bill Rogan responded that it will be included in that budget (\$100,000 for review and \$8000 for Festival of Trees).

Communications Unit

Mrs. Nielsen-Bjerke presented the Communications Unit budget:

- Slightly under budget because of the Visual Identity Guide being delayed;
- reclassified Manager;
- proposing a seasonal Information Officer, and if approved, they would go into the same office as the Communication's Officer;
- Residential Satisfaction Survey and Communication's Audit planned for 2015.

Human Resources, Health & Safety Unit

Ms. Bierman presented the Human Resources, Health & Safety Unit budgets.

- main changes is the request to have the 0.5 HR Assistant position increased to a full-time Assistant for HR and Safety.
- were under budget this year.

Health & Safety:

- no significant changes;
- Health and Wellness benefit under budget this year;
- ongoing professional development - the Health & Safety Coordinator is currently obtaining her NACLAA designation;
- reclassified manager;
- CAO, Bill Rogan commented that the revenue is not included: \$104,161 was from the COR (Certificate of Recognition) requirements;
- Mrs. Vavrek noted that the projected revenues are \$188,000 for end of

2014.

- The increase to the position will be entirely drawn from the HR budget.

Ms. Bierman concluded at 11:33 a.m.

Discussion

CAO, Bill Rogan handed out additional information from Finance: a condensed version of the reserves, suggestions, discussions, and potential funding options.

Clairmont Landfill Reserve:

- amount left would be approximately \$1.9 million at the end of 2015 if \$1.7 million is put in the reserve for landfill operations: potential to fund the Clairmont Adventure Park (\$350,000), and the land purchase in Clairmont.

Facility Capital Reserve:

- suggesting to use this reserve for the Administration building landscaping and the \$3 million and \$880,000 from the Dino Museum will leave approximately \$900,000 in the reserve at the end of 2015.

Municipal Infrastructure Reserve:

- water station money;
- fund east connector;
- use balance of \$1.2 million for the Dino Museum;
- Transportation Master Plan; Clairmont ASP and Bezanson ASP;
- if not successful with the \$700,000 grant, it can be drawn from this reserve and approximately \$2.2 will remain.

Community Aggregate Levy

- \$770,000 at end of 2014;
- estimated \$300,000 coming in;
- commitment to fund \$150,000 Sportsplex debt from there; \$50,000 annually to High Speed Internet Tower project.

Public Reserve (MR):

- cash in lieu from development;
- \$1.6 million opening, transfer \$2.4 million and a \$60,000 donation in and out;
- Sportsplex capital would come from this reserve;
- Side-by-side number will reduce and trail signage can reduce as well. Unallocated for parks infrastructure as well.

Transportation Levy

- only taking from Zone 1 this year with a \$1.9 million opening balance and \$267,000 committed to going in;
- Clairmont Parkway Phase 1 would be funded from here and a further \$600,000 from landfill reserve could cover the land purchase.
- Bauman Road improvements and engineering study;
- leaves a balance of \$630,000 in the account that needs to be used in Zone 1.

Councillor Smith inquired what the total amount left in reserves would be if all of the projects were funded. Mrs. Vavrek responded that we are projecting \$68 million total remain in reserves transfers.

There was discussion on the Clairmont land purchase.

#BD20141203.1023 **MOVED BY P. HARRIS** that the meeting be recessed at 11:49 a.m. until 1:00 p.m.

Carried

The meeting was reconvened at 1:04 p.m.

Additional Items Deferred by Council

Mrs. Vavrek provided a summary of adjustments proposed by the various departments.

#BD20141203.1024 **MOVED BY D. BEESTON** that the Clairmont Landfill Reserve be used to fund Phase 2 of the Clairmont Adventure Park in the amount of \$350,000. Councillor Harpe asked to amend the motion to approve all asks as they were discussed earlier this afternoon. Councillor Beeston withdrew his motion.

Withdrawn

#BD20141203.1025 **MOVED BY R. HARPE** that County Council approve the budgetary items to be funded from reserves as was presented by administration.

There was discussion on the ATV side-by-side's and that the direction was to pursue golf carts instead. A motion will be required to change the direction. The vote on the motion is to approve the transfers, both in budget and unfunded.

Carried

It was noted that the \$6000 for business planning for managers could be drawn from each department and to reduce the overall amount.

#BD20141203.1026 **MOVED BY B. MARSHALL** to remove the \$6000 request for Manager Training, as it will be funded from each departmental training budget.

Carried

There was more discussion on the items that were deferred to budget deliberations by Council.

Clairmont Transit Feasibility Study - asking that this request be deferred to Final Budget in April.

Wapiti Dunes Trails Phase 2 - This is an opportunity to partner with City on recreation and that has been in our Strategic Planning in the past.

#BD20141203.1027 **MOVED BY D. BEESTON** to advance the Wapiti Dunes Trail Development Phase 2 as a priority one project, and fund 50% from the Municipal Reserve, and 50% from the CAP Levy Reserve.

There was discussion on the alignment of Phase 2 and whether Council had selected a route.

MOVED BY R. HARPE to table this item for more discussion to a later Council

meeting.

Carried

Discussion

#BD20141203.1028 **MOVED BY P. HARRIS** to raise taxes and borrow funding to cover deficits.

Withdrawn

#BD20141203.1029 **MOVED BY R. HARPE** to reduce the allocation for all staff (full-time, part time, and seasonal) requests by half (from \$1.6 million to \$800,000), subject to the service capacity study being completed. The approved positions that were part of capital requests will be deducted from the 800,000.

It was noted that the study would not be completed until the summer-fall of 2015. There was considerable discussion in regards to which positions would not be approved, and that some positions have Capital items associated with them. It was decided that the Department Heads and the CAO will determine the priority of the positions and which ones would be approved.

Carried

#BD20141203.1030 **MOVED BY C. BECK** to approve the new grader for \$537,936 (less \$112,000 in savings) as part of the staff allocation.

Carried

#BD20141203.1031 **MOVED BY P. HARRIS** to purchase the new Dozer CAT for \$337,956 (less operator and expenses) as part of the staffing allocations.

Carried

#BD20141203.1032 **MOVED BY H. BULFORD** to approve the increased Park Patrols including the vehicle, camera, staffing and expenses (\$315,222).

There was discussion on the motion and whether to hire an Enhanced member.

Defeated

#BD20141203.1033 **MOVED BY R. HARPE** to engage another Enhanced member and have them housed and dedicated to Enforcement at a cost of approximately \$50,000 for the 2015 budget.

There was discussion on the motion.

Carried

#BD20141203.1034 **MOVED BY D. BEESTON** to approve a 1.0 FTE Community Peace Officer and 2 seasonal Park Patrol Bylaw Officers.

There was considerable discussion on the motion and the financial implications on the budget. Mrs. Vavrek asked for a short recess to calculate the numbers requested by Council.

MOVED BY C. BECK to recess for a short break.

Carried

The meeting was reconvened at 2:34 p.m. Mrs. Vavrek noted the updated figures on the spreadsheet, the amount for the pending motion is \$208,000 for the 1.0

FTE Community Peace Officer and 2.0 Seasonal Bylaw Officers.

- #BD20141203.1035 Council returned to the previously discussed motion.
MOVED BY D. BEESTON to approve a 1.0 FTE Community Peace Officer and 2 Seasonal Park Patrol Bylaw Officers at a cost of \$208,000 with capital included.
Defeated
- #BD20141203.1036 **MOVED BY R. HARPE** that Administration allocate the positions as per the \$800,000 line.
It was noted that the motion already exists on the floor. The motion was withdrawn.
Withdrawn
- #BD20141203.1037 **MOVED BY R. HARPE** to remove the Rio Grande Bridge reserve transfer, \$1.7 million identified for replacement of the bridge, from the 2015 Preliminary budget spreadsheet and defer to the final budget in Spring.
There was discussion on writing a letter to the Minister of Transportation in regards to funding for replacing the bridge.
Carried
- #BD20141203.1038 **MOVED BY P. HARRIS** to write a letter to the Minister of Transportation, Honourable Wayne Drysdale, noting that the County will fund the Rio Grande Bridge replacement up to 50% with the Ministry funding the remainder.
Carried
- #BD20141203.1039 **MOVED BY P. HARRIS** to borrow \$3 million to do major rehabilitation to the Weyerhauser Bridge.
Carried
- #BD20141203.1040 **MOVED BY P. HARRIS** to increase taxes by increasing the Mill rate on farmland by 5%; residential by 3%; non-residential by 3.5%.
This would result in an increase of revenue of: \$49,000 from farm; non-res: 2+ million; and residential: \$374,000.
There was considerable discussion on the motion. Councillor Smith requested a Recorded Vote. Motion was defeated 6-3.
Opposed: H. Bulford; C. Beck; R. Harpe; B. Smith; L. Beaupre; D. Beeston.
In Favour: R. Sutherland; P. Harris; B. Marshall.
Defeated
- #BD20141203.1041 **MOVED BY B. MARSHALL** to take the \$3 million allocated for the Weyerhasuer Bridge from MSI and apply it to other divisional road projects.
Carried
- #BD20141203.1042 **MOVED BY R. HARPE** to defer the Pipestone Creek Road paving project to Final Budget in spring 2015 pending a Resource Road funding application approval.
There was discussion on the motion. Councillor Sutherland spoke against the motion.

Carried

#BD20141203.1043 **MOVED BY B. MARSHALL** to increase the mill rate by 1% for farmland, residential, and non-residential.
There was discussion on the motion and Councillor Harpe requested a Recorded Vote. Motion was defeated 5-4.
Opposed: C. Beck; R. Harpe; B. Smith; L. Beaupre; D. Beeston.
In Favour: R. Sutherland; B. Marshall; P. Harris; H. Bulford.

Defeated

Accept Budget

#BD20141203.1044 **MOVED BY R. HARPE** to approve the 2015 Interim Budget as presented, and defer final figures to Spring budget, based on province requisitions and linear taxation and regulated services.

Carried

Schedule of Fees

#BD20141203.1045 **MOVED BY R. HARPE** to adopt the 2015 Schedule of Fees as presented. Mrs. Vavrek noted that the Schedule of Fees will form the Fees and Rates Bylaw for 2015 which will be presented to Council on December 8th for approval.

Carried

Adjournment

Reeve Beaupre, CAO, Bill Rogan, and the Finance Department thanked all staff for the contributions to the budget presentations.

#BD20141203.1046 **MOVED BY P. HARRIS** that the 2014 Interim Budget meeting adjourn at 3:16 p.m.

Carried

These Minutes Approved this _____ Day of _____, 2015.

Reference #: _____

REEVE

COUNTY ADMINISTRATOR