

# SMOKY LAKE COUNTY



<b>Title: Sale of Gravel or Sand</b>		<b>Policy No.: 25-11</b>	
<b>Section: 03</b>	<b>Code: P-I</b>	<b>Page No.: 1 of 5</b>	<b>E</b>

<b>Legislation Reference:</b>	Alberta Provincial Statutes
-------------------------------	-----------------------------

<b>Purpose:</b>	To provide a guideline and protocol for the sale of Municipal Gravel or Sand Material.
-----------------	--

## Policy Statement and Guidelines:

### 1. STATEMENT:

- 1.1 The County retains aggregate material for the purpose of supporting road construction or maintenance activities and will provide the opportunity, as a service to its residents, to sell gravel or sand material within the boundaries of Smoky Lake County to its' residents.

### 2. DEFINITIONS:

- 2.1 **"Aggregate Material"** means a collection of granular material, such as gravel and reject sand.
- 2.2 **"Aggregate Ticket"** describes one Tandem Load of aggregate material delivered by a County Gravel Truck.
- 2.3 **"Tandem Load"**: describes an average load of not less than 10 Tonne.
- 2.4 **"Others"**: describes a customer purchasing aggregate for use within the Smoky Lake Region who is not a County Ratepayer.

### 3. OBJECTIVE:

- 3.1 The County may sell per resident household customer up to **10 Aggregate Tickets** or up to a maximum total weight of no greater than **120 Tonnes** of Gravel and/or Sand material **per year** at the current commodity price to be used within the Smoky Lake County boundaries.
- 3.2 The County, in selling this material, does so without warranty and may, at its sole discretion, decide to retain (or not sell) aggregate dependent upon its availability to sustain an adequate supply, as determined by the Public Works Manager or designate, for supporting County operations.
- 3.3 The County may allow the sale of aggregate from its aggregate pits located at NW-02-61-18-W4 at the White Earth Creek Gravel Pit and from any County leased aggregate pits; however, these sales will occur in accordance with the guidelines and procedures outlined within this Policy.
- 3.4 County projects requiring gravel and/or sand hauling will receive priority over any sale deliveries.

**Policy Statement and Guidelines:**

**4. GUIDELINES:**

**SALE OF GRAVEL OR SAND:**

4.1 The rate for the sale of gravel or sand is at the current commodity price which includes costs of crushing, reclamation, loading, hauling, and royalty, as applicable:

<b>GRAVEL</b>		
	<b>Ratepayers</b>	<b>Others</b>
Royalty	\$ 5.00	\$ 6.00
Crushing Cost	\$12.00	\$12.00
Reclamation	\$ 2.00	\$ 2.00
Loading	\$ 0.00	\$ 2.00
Hauling	\$15.00	N/A
<b>TOTAL Per Tonne</b>	<b>\$34.00</b>	<b>\$ 22.00</b>

<b>SAND</b>		
	<b>Ratepayers</b>	<b>Others</b>
Royalty	\$ 1.00	\$ 3.00
Reclamation	\$ 2.00	\$ 2.00
Loading	\$ 0.00	\$ 2.00
Hauling	\$ 15.00	N/A
<b>TOTAL Per Tonne</b>	<b>\$18.00</b>	<b>\$ 7.00</b>

4.2 The County permits the sale of gravel and/or sand in bulk hauled by County equipment. Aggregate Tickets are nontransferable and for personal use only, one Aggregate Ticket represents one tandem load; partial loads delivered by the County are not permitted.

4.3 The County may sell up to twice the annual allowable amount (as per section 3.1) of material, at the discretion of the Public Works Manager or designate, to a resident household customer for a special project. However, any amounts delivered above 120 Tonnes per customer, per year, shall be sold at the current commodity price plus an additional 30%.

4.4 Larger quantities of material greater than 240 Tonnes purchased by others within the Smoky Lake County boundaries requires a decision from the Chief Administrative Officer or designate or by motion of Council; and any amounts delivered above 120 Tonnes per customer, per year, shall be sold at the current commodity price plus an additional 30%.

4.5 Aggregate will not be sold for commercial re-sale, or to any commercial enterprise, unless approved by motion of Council in response to a formal written request.

4.6 The County reserves the **right to refuse** delivery of aggregate to any resident customer if the delivery location is deemed unsafe or difficult to access. A pre-inspection may be necessary by the Public Works Manager or designate to ensure the delivery location is free of obstructions and safe for County crews and equipment to work.

<b>Title: Sale of Gravel or Sand</b>	<b>Policy No.: 25-11</b>
<b>Section: 03</b>	<b>Code: P-I</b> <b>Page No.: 3 of 5</b> <b>E</b>

### **Policy Statement and Guidelines:**

#### **PURCHASE OF GRAVEL:**

- 4.7 Upon completion of **Schedule "A": Pre-Authorized Aggregate Request Form**, a **"Aggregate Ticket"** will be issued as a Receipt for Payment made. Each load of aggregate requires a separate Aggregate Ticket.
- 4.8 Aggregate Ticket payments must be received in full prior to aggregate delivery and made in person at the Public Works Office located at 5004 50 Street, Smoky Lake, between 8:00 a.m. and 4:00 p.m., Monday to Friday (excluding Statutory Holidays). Proof of identity and County land ownership is required at the time of purchase, e.g., driver's license or government issued photo identification along with a property tax notice, land title or utility bill.
- 4.9 Aggregate Tickets should be used by October 31st of each year; all unused Aggregate Tickets will be automatically refunded to the purchaser by November 30th.
- 4.10 Residents have the option to have each load of the aggregate stockpiled or spread at one delivery location on the resident's property. Residents must ensure the delivery location is free from obstructions and is safe for County crews and equipment to work.

#### **AGGREGATE PICK-UP SERVICE:**

- 4.11. Smoky Lake County may allow a two-day per week schedule of Tuesday and Thursday, between 9:00 a.m. and 3:00 p.m., beginning June 1<sup>st</sup> to September 30<sup>th</sup> of each year for Private/Public Gravel Haulers' gravel pick up service at White Earth Creek Gravel Pit, located on lands legally described as NW-02-61-18-W4.
- 4.12 Aggregate Ticket payments must be received in full prior to aggregate pick up and made in person at the Public Works Office located at 5004 50 Street, Smoky Lake, between 8:00 a.m. and 4:00 p.m., Monday to Friday (excluding Statutory Holidays). Proof of identity and County land ownership is required at the time of purchase, e.g., driver's license or government issued photo identification along with a property tax notice, land title or utility bill.
- 4.13 Aggregate Tickets for smaller volumes of aggregate material to be loaded onto resident's pick-up trucks or small trailers may be permitted.
- 4.14 All loading of aggregate material shall be done solely by Smoky Lake County and the County reserves the **right to refuse** loading if the load appears unsecured or unsafe.

### **5. PROCEDURES:**

- 5.1 **Schedule "A": Pre-Authorized Aggregate Request Form** must be completed in its entirety.
- 5.2 All requests for aggregate material must be handled through the Public Works Office to determine the current commodity cost, to allow for recordkeeping and numbering of Aggregate Tickets (as outlined in section 5.5), and for the purpose of obtaining a signature as a statement from the purchaser acknowledging this Policy and execution of a hold harmless agreement.

<b>Title: Sale of Gravel or Sand</b>		<b>Policy No.: 25-11</b>	
<b>Section: 03</b>	<b>Code: P-I</b>	<b>Page No.: 4 of 5</b>	<b>E</b>

<b>Policy Statement and Guidelines:</b>	
5.3	The bottom portion of the Pre-Authorized Aggregate Request form is the <b>Aggregate Ticket</b> and is to be provided to the purchaser as a Receipt of proper verification of aggregate purchased.
5.4	The top portion of the Pre-Authorized Aggregate Request form shall be submitted to the Public Works Aggregate Shack for operational purposes to schedule aggregate delivery or as notification of a pick-up service.
5.5	For the purpose of tracking the annual aggregate sales, Aggregate Tickets shall be numbered with a prefix of one letter to indicate the type of aggregate material followed by a two digit number indicating the year that the ticket was sold, and then followed by a three digit sequential tracking number, for example, in Year-2020, the tickets numbers would start and continue as follows: G20-001, G20-002, G20-003, G20-004, and so on, for Gravel, and S20-001, S20-002, S20-003, S20-004, and so on, for Sand.
5.6	During aggregate deliveries, the County hauler will have the discretion to determine if conditions permit the aggregate to be spread, if requested, and if the delivery location is difficult to access or other safety concerns are present, the County will deliver the aggregate in a pile and will not spread the aggregate.

	Date	Resolution Number
Approved	May 11, 1988	# 476 - Page 4916
Amended	January 10, 2008	# 167-08 - Page 8570
Amended	November 4, 2008	# 67-08 - Page 8798
Amended	November 12, 2009	# 127-09 - Page 9161
Amended	January 26, 2010	# 346-10 - Page 9261
Amended	November 16, 2012	# 123-12 - Page 10308
Amended	January 22, 2016	# 314-16 - Page 12053
Amended	September 13, 2016	# 1005-16 - Page 12376
Amended	February 14, 2018	# 302-18 - Page 12954
Amended	August 27, 2020	# 1052-20 - Page 14256
Amended	May 27, 2021	# 787-21 - Page 14679

