



**July 16, 2013**

Start time : 10:00 AM

## **MINUTES**

### **CALL TO ORDER**

The 619th meeting of the Council of the County of St. Paul No. 19 was called to order by Reeve Steve Upham at 10:04 a.m., Tuesday, July 16, 2013 at the County Office in St. Paul, there being present the following:

Reeve Steve Upham

Councillor Glen Ockerman

Division 1

Councillor Dwight Dach

Division 2

Councillor Cliff Martin

Division 3

Councillor Maxine Fodness

Division 4

Councillor Frank Sloan

Division 5

Councillor Alphonse Corbiere

Division 6

Sheila Kitz

CAO

Tim Mahdiuk

Assistant CAO

Phyllis Corbiere

Executive Assistant

Ryan McCracken

St. Paul Journal

### **MINUTES**

#### **Resolution #CM20130716.1001**

Moved By: Councillor Maxine Fodness

Motion to approve minutes of the Special Council Meeting held June 25, 2013 as presented.

**CARRIED**

#### **Resolution #CM20130716.1002**

Moved By: Councillor Cliff Martin

Motion to approve minutes of the June 11, 2013 Council Meeting as presented.

**CARRIED**

### **BANK RECONCILIATION**

#### **Resolution #CM20130716.1003**

Moved By: Councillor Dwight Dach

Motion to adopt the Bank Reconciliation for the month of June, 2013.

**CARRIED**

### **ADDITIONS TO AGENDA AND ACCEPTANCE OF AGENDA**

The following additions were made to the agenda:

7.34 Flooding in Southern Alberta

7.35 School Division - Request to Hold Joint Election

7.36 Construction of Range Road 102

7.37 HUB AGM/Hwy 28

#### **Resolution #CM20130716.1004**

Moved By: Councillor Alphonse Corbiere

Motion to adopt the agenda for the Regular Meeting of Council for July 16, 2013 with the above noted additions/deletions.

**CARRIED**

### **BYLAW NO.**

#### **Resolution #CM20130716.1005**

Moved By: Councillor Frank Sloan



# OVERLAY IN MALLAIG - 1ST STREET EAST

**Resolution #CM20130716.1006**

Councillor Cliff Martin requested a recorded vote:

**In Favour:** Councillor Alphonse Corbiere, Councillor Dwight Dach, Councillor Glen Ockerman, Councillor Maxine Fodness, Reeve Steve Upham

**Opposed:** Councillor Cliff Martin, Councillor Frank Sloan

**CARRIED**

**Resolution #CM20130716.1007**

Moved By: Councillor Maxine Fodness

Motion to adjourn the meeting and proceed to public hearing scheduled for 10:30 a.m. to discuss Bylaw No. 2013-22, which is a bylaw to amend the St. Paul IDP No. 1563 as it relates to rezoning PNW 9-58-9-W4 from Urban Reserve to Future Business.

**CARRIED**

Reeve Upham declared the public hearing open at 10:38 a.m. with all members of Council present. Dee and Leonard Joly were in attendance as observers.

Krystle Fedoretz, Planning and Development, informed Council that the public hearing was advertised in accordance with section 606 of the M.G.A. and the adjacent landowners were notified.

Krystle Fedoretz informed Council that the purpose of the public hearing is to discuss Bylaw No. 2013-22, which is a bylaw to amend the IDP as it relates to rezoning PNW 9-58-9-W4 from Urban Reserve to Future Business.

There were no written submissions.

No one was present to speak in opposition to or in favor of the proposed change.

Reeve Upham declared the public hearing closed at 10:39 a.m.

**Resolution #CM20130716.1008**

Moved By: Councillor Cliff Martin

Motion to reconvene the meeting at 10:40 a.m.

**CARRIED**

**Resolution #CM20130716.1009**

Moved By: Councillor Maxine Fodness

Motion to give second reading to Bylaw No. 2013-22, which is a bylaw to amend the IDP as it relates to rezoning PNW 9-58-9-W4 from Urban Reserve to Future Business.

**CARRIED**

**Resolution #CM20130716.1010**

Moved By: Councillor Cliff Martin

Motion to give third reading to Bylaw No. 2013-22.

**CARRIED**

**Resolution #CM20130716.1011**

Moved By: Councillor Cliff Martin

Motion to table Policy Per-8. Conference, Seminar, Workshop and



CONFERENCE ATTENDANCE	Educational Support Policy.	CARRIED
10:45 A.M. - PUBLIC HEARING-BYLAWS NO. 2013-23-AMEND LAND USE BYLAW - REZONE PNW 9-58-9-W4 FROM AGRICULTURAL TO INDUSTRIAL COMMERCIAL	<p><b>Resolution #CM20130716.1012</b>  Moved By: Councillor Cliff Martin  Motion to adjourn the meeting and proceed to public hearing scheduled for 10:45 a.m. to discuss Bylaw No. 2013-23, which is a bylaw to Amend Land Use Bylaw No. 2013-23 as it relates to rezoning PNW 9-58-9-W4 from Agricultural to Industrial/Commercial.</p> <p>CARRIED</p> <p>Reeve Upham declared the public hearing open at 10:45 a.m. with all members of Council present. Dee and Leonard Joly and Louise Plante were in attendance as observers.</p> <p>Krystle Fedoretz, Planning and Development, informed Council that the public hearing was advertised in accordance with section 606 of the M.G.A. and the adjacent landowners were notified.</p> <p>Krystle Fedoretz then informed Council that the purpose of the public hearing is to discuss Bylaw No. 2013-23, which is a bylaw to amend the Land Use Bylaw as it relates to rezoning PNW 9-58-9-W4 from Agricultural to Industrial Commercial.</p> <p>No one was present to speak in opposition to or in favor of the proposed bylaw.</p> <p>Reeve Upham declared the public hearing closed at 10:47 a.m.</p> <p><b>Resolution #CM20130716.1013</b>  Moved By: Councillor Alphonse Corbiere  Motion to call the meeting back to order.</p> <p>CARRIED</p> <p><b>Resolution #CM20130716.1014</b>  Moved By: Councillor Maxine Fodness  Motion to give second reading to Bylaw No. 2013-23, which is a Bylaw to amend the Land Use Bylaw as it relates to rezoning PNW 9-58-9-W4 from Agricultural to Industrial Commercial.</p> <p>CARRIED</p> <p><b>Resolution #CM20130716.1015</b>  Moved By: Councillor Dwight Dach  Motion to give third reading to Bylaw No. 2013-23.</p> <p>CARRIED</p>	
POLICY ASB-54 EQUIPMENT SANITATION AND CONTAMINATION PREVENTION	<p><b>Resolution #CM20130716.1016</b>  Moved By: Councillor Frank Sloan  Motion to approve the amendment to Policy ASB-54, as it relates to the introduction of topsoil into the County originating from outside of the County of St. Paul, as per the recommendations of the Policy Committee.</p> <p>CARRIED</p>	
POLICY PER-94 - PENSIONABLE CONTRIBUTION EMPLOYEES EXCEEDING 35 YRS OF SERVICE	<p><b>Resolution #CM20130716.1017</b>  Moved By: Councillor Dwight Dach  Motion to approve Policy PER-94 as it relates to providing an alternative for pensionable contributions once a County employee can no longer contribute to the Local Authorities Pension Plan, as per the recommendations of the Policy Committee.</p> <p>CARRIED</p>	
BYLAW NO. 2013-24 - AIRPORT COMMITTEE	<p><b>Resolution #CM20130716.1018</b>  Moved By: Councillor Cliff Martin  Motion to give first reading to Bylaw 2013-24, which is a bylaw providing for the management and operation of the St. Paul Municipal Airport in the County of St. Paul No. 19.</p>	



**CARRIED**

**Resolution #CM20130716.1019**

Moved By: Councillor Maxine Fodness

Motion to give second reading to Bylaw 2013-24.

**CARRIED**

**Resolution #CM20130716.1020**

Moved By: Councillor Alphonse Corbiere

Motion to present Bylaw 2013-24 at this meeting for third and final reading.

**CARRIED UNANIMOUSLY**

**Resolution #CM20130716.1021**

Moved By: Councillor Dwight Dach

Motion to give third reading to Bylaw 2013-24.

**CARRIED**

Councillor G. Ockerman left the meeting at 10:52 a.m.

**BYLAW NO.  
2013-25 -  
CORRIDOR  
REGULATION**

**Resolution #CM20130716.1022**

Moved By: Councillor Alphonse Corbiere

Motion to give first reading to Bylaw 2013-25, which is a bylaw regulating the use of the Corridor owned by North East Muni-Corr Ltd.

**CARRIED**

**Resolution #CM20130716.1023**

Moved By: Councillor Frank Sloan

Motion to give second reading to Bylaw 2013-25.

**CARRIED**

**Resolution #CM20130716.1024**

Moved By: Councillor Maxine Fodness

Motion to present Bylaw 2013-25 at this meeting for third and final reading.

**CARRIED UNANIMOUSLY**

**Resolution #CM20130716.1025**

Moved By: Councillor Cliff Martin

Motion to give third reading to Bylaw 2013-25.

**CARRIED**

Councillor G. Ockerman entered the meeting at 10:54 a.m.

**BYLAW NO.  
2013-26 -  
UNSIGHTLY  
CONDITIONS  
BYLAW**

**Resolution #CM20130716.1026**

Moved By: Councillor Cliff Martin

Motion to table Bylaw 2013-26, which is a bylaw for the regulation of unsightly properties within the County of St. Paul No. 19.

**CARRIED**

**BYLAW NO.  
2013-27 -  
CEMETERIES  
BYLAW**

**Resolution #CM20130716.1027**

Moved By: Councillor Cliff Martin

Motion to give first reading to Bylaw 2013-27, which is a bylaw providing for the management of cemeteries in the County of St. Paul No. 19.

**CARRIED**

**Resolution #CM20130716.1028**

Moved By: Councillor Dwight Dach

Motion to give second reading to Bylaw 2013-27.

**CARRIED**

**Resolution #CM20130716.1029**

Moved By: Councillor Alphonse Corbiere

Motion to present Bylaw 2013-27 at this meeting for third and final reading.

**CARRIED UNANIMOUSLY**

**Resolution #CM20130716.1030**

Moved By: Councillor Maxine Fodness

Motion to give third reading to Bylaw 2013-27.

**CARRIED**

**IPAC  
CONFERENCE -  
MONTREAL -  
AUGUST 18-21**

**Resolution #CM20130716.1031**

Moved By: Councillor Frank Sloan

Motion that Kyle Attanasio, Municipal Intern, be approved to attend the Institute of Public Administration of Canada (IPAC) Conference in Montreal on August 18-21.



**CARRIED**

**ARPA  
CONFERENCE -  
OCTOBER 24-26**

**Resolution #CM20130716.1032**

Moved By: Councillor Dwight Dach

Motion to approve Kyle Attanasio to attend the Alberta Recreation & Parks Association Conference in Lake Louise on October 24-26, 2013.

**CARRIED**

**11:00 A.M. -  
SILVERBACK  
SALES &  
SERVICES**

Andy and Donna Fae Jubinville were admitted to the council room at 11:05 a.m. to discuss their application for a sewage disposal contract.

Mrs. Jubinville informed Council that they have 50 port a potties that they are servicing along the pipeline. There do not use the blue chemicals. They will haul approximately 150 gallons and will dump in the lagoon twice a week. The contract to haul sewage until the end of November.

They are requesting a Sewage Disposal Contract to dump in the Whitney Lake Lagoon and the Mallaig Lagoon.

**Resolution #CM20130716.1033**

Moved By: Councillor Glen Ockerman

Motion to authorize Silverback Sales and Rentals to utilize the Whitney Lake and Mallaig Lagoons for dumping from the port a potties along the pipeline running through the County of St. Paul.

**CARRIED**

**2013 STRATEGIC  
PLAN UPDATE -  
2ND QUARTER**

Originated By: skitz

**Resolution #CM20130716.1034**

Moved By: Councillor Maxine Fodness

Motion to accept the second Quarter of the Strategic Plan as information.

**CARRIED**

**REQUEST FOR  
GRANT - ST.  
PAUL MUNICIPAL  
SEED CLEANING  
ASSN.**

**Resolution #CM20130716.1035**

Moved By: Councillor Glen Ockerman

Motion to approve a \$5,000 grant for the St. Paul Municipal Seed Cleaning Association to offset the tax increase due to the upgrade of the color sorter.

**CARRIED**

**REQUEST FOR  
GRANT - MANN  
LAKES GOLF  
COURSE**

**Resolution #CM20130716.1036**

Moved By: Councillor Frank Sloan

Motion to approve a \$3,198.93 grant for the Mann Lakes Golf Course to help offset operating expenses.

**CARRIED**

**STREET LIGHT  
REQUEST -  
LAFOND**

**Resolution #CM20130716.1037**

Moved By: Councillor Maxine Fodness

Motion to approve the installation of a street light on an existing pole at Lot F, Block 2, Plan 1211NY in Lafond.

**CARRIED**

**ST. PAUL  
CHAMBER OF  
COMMERCE**

**Resolution #CM20130716.1038**

Moved By: Councillor Cliff Martin

Motion to file the letter from the St. Paul Chamber of Commerce about their plans to implement a full time Executive Director.

**CARRIED**

**HAYING IN THE  
30'S BREAKFAST**

The Town of St. Paul is requesting assistance from Council with the Haying in the 30's breakfast on Sunday, August 4th. Some Councillors volunteered to attend.

**INFORMATION**

**AIRPORT FEES  
AND CHARGES**

**Resolution #CM20130716.1039**

Moved By: Councillor Cliff Martin

Motion to approve the St. Paul Airport Fees/Charges effective immediately. The changes will be incorporated into the fee schedule bylaw



which will be updated at the end of the year.

**CARRIED**

**OIL COMPANIES  
REQUEST FOR  
EXTENSION ON  
TAX PAYMENTS**

**Resolution #CM20130716.1040**

Moved By: Councillor Alphonse Corbiere

Motion to cancel the tax penalties in the amount of \$34.75 for Conserve Energy and \$377.44 for Velvet Energy Ltd. as their office buildings were closed and without power due to the flooding in Calgary.

**CARRIED**

**PARK  
MANAGERS  
REQUEST TO  
LIVE AT  
FLOATINGSTONE  
CAMPGROUND  
OVER WINTER  
MONTHS**

**Resolution #CM20130716.1041**

Moved By: Councillor Alphonse Corbiere

Motion that Gail and Nick Popovich, Park Managers, be authorized to reside in the living quarters in the park office at Floatingstone Municipal Campground between September, 2013 and April, 2014 after the campground is closed for the season, providing they agree to pay the utility costs.

**CARRIED**

**REQUEST FOR  
GRAVEL -  
BELLEVUE  
LODGE**

**Resolution #CM20130716.1042**

Moved By: Councillor Dwight Dach

Motion to donate one ten cubic yard load of gravel to Bellevue Lodge, which is a non-profit children's camp and retreat centre on Lake Bellevue.

**CARRIED**

**BYLAW NO.  
2013-28 - AMEND  
IDP - REZONE  
PSW 17-58-9-W4**

**Resolution #CM20130716.1043**

Moved By: Councillor Cliff Martin

Motion to give first reading to Bylaw No. 2013-28, which is a bylaw to amend IDP No. 1563 as it relates to rezoning PSW 17-58-9-W4 from Urban Reserve to Country Residential.

**CARRIED**

**BYLAW NO.  
2013-29 - AMEND  
LAND USE  
BYLAW -  
REZONE PSW  
17-58-9-W4**

**Resolution #CM20130716.1044**

Moved By: Councillor Alphonse Corbiere

Motion to give first reading to bylaw No. 2013-29, which is a bylaw to amend Land Use Bylaw No. 2013-11, as it relates to rezoning PNW 17-58-9-W4 from Agricultural to Country Residential (1).

**CARRIED**

**BYLAW NO.  
2013-30 - AMEND  
GARNER LAKE  
ASP-REQUEST  
TO REZONE PNE  
22-60-12-W4**

**Resolution #CM20130716.1045**

Moved By: Councillor Glen Ockerman

Motion to give first reading to Bylaw No. 2013-30, which is a Bylaw to amend the Garner Lake Area Structure Plan as it relates to rezoning PNE 22-60-12-W4 from Rural Conservation to Residential Conservation.

**DEFEATED**

**BYLAW NO.  
2013-31 - AMEND  
LAND USE  
BYLAW -  
REZONE PNE  
22-60-12-W4**

**Resolution #CM20130716.1046**

Moved By: Councillor Cliff Martin

Motion to give first reading to Bylaw No. 2013-31, to amend Land use Bylaw No. 2013-11, as it relates to rezoning PNE 22-60-12-W4 from Agricultural to Country Residential (1).

**DEFEATED**

**BYLAW NO.  
2013-32 - AMEND  
GARNER LAKE  
ASP - REZONE  
PNW 23-60-12-W4**

**Resolution #CM20130716.1047**

Moved By: Councillor Glen Ockerman

Motion to give first reading to Bylaw No. 2013-32, which is a bylaw to amend the Garner Lake Area Structure Plan, as it relates to rezoning PSW 23-60-12-W4 from Rural Conservation to Residential Conservation.

**DEFEATED**

**BYLAW NO.  
2013-33 - AMEND  
LAND USE**

**Resolution #CM20130716.1048**

Moved By: Councillor Dwight Dach

Motion to give first reading to Bylaw No. 2013-33, to amend Land Use Bylaw No. 2013-11, as it relates to rezoning PNW 23-60-12-W4 from Agricultural to Country Residential (1).



**BYLAW -  
REZONE PNW  
23-60-12-W4**

**DEFEATED**

**REQUEST TO  
WAIVE  
SUBDIVISION  
FEE**

**Resolution #CM20130716.1049**

Moved By: Councillor Glen Ockerman

Motion to waive the \$1,000 subdivision fee for the NE 30-57-6-W4.

**CARRIED**

**COMPENSATION  
FOR EXTRA  
ROAD WIDENING**

**Resolution #CM20130716.1050**

Moved By: Councillor Cliff Martin

Motion to approve the easement on NE 6-58-8-W4 with Oliva and Linda Marcoux, for the 17 foot road widening that was taken in front of his property when he subdivided his acreage.

**CARRIED**

**EXPLORE  
LAGOON AT LAC  
SANTE WITH  
COUNTY OF TWO  
HILLS**

**Resolution #CM20130716.1051**

Moved By: Councillor Maxine Fodness

Motion to apply for a grant to explore the possibility of a joint lagoon at Lac Sante with the County of Two Hills and to put out a Request for Proposal for a consultant to do a feasibility study on the construction of a joint lagoon. Further should this grant be approved, then an RFP will be advertised for a consultant to do the feasibility study.

**CARRIED**

**LAND LEASE**

**Resolution #CM20130716.1052**

Moved By: Councillor Glen Ockerman

Motion to approve the land lease with the Canadian Sunday School Mission for PNE 9-56-4-W4 from June 25 to August 10, 2013.

**CARRIED**

**CULDESACS IN  
MICHAUD  
ESTATES**

**Resolution #CM20130716.1053**

Moved By: Councillor Glen Ockerman

Motion that the request to build the roads in the culdesacs in the Michaud Estates development on Vincent Lake be referred to the 2014 Strategic Planning Session to be held in the fall of 2013.

**CARRIED**

**REQUEST FOR  
LETTER OF  
SUPPORT -  
MALLAIG  
LEGION**

**Resolution #CM20130716.1054**

Moved By: Councillor Alphonse Corbiere

Motion to ratify the letter of support for the Mallaig Legion to accompany their application for a New Horizons Grant Application for funding to prepare blueprints and engineering for additions and upgrades to the Mallaig Legion Hall.

**CARRIED**

**FLOODING IN  
SOUTHERN  
ALBERTA**

**Resolution #CM20130716.1055**

Moved By: Councillor Dwight Dach

Motion to make a \$10,000 donation to the Red Cross in support of Flooding in Southern Alberta.

**DEFEATED**

**SCHOOL  
DIVISION -  
REQUEST TO  
HOLD JOINT  
ELECTION**

**Resolution #CM20130716.1056**

Moved By: Councillor Maxine Fodness

Motion to enter into an agreement with St. Paul Education Regional Division No. 1 to hold a joint election on October 21, 2013.

**CARRIED**

**CONSTRUCTION  
OF RANGE ROAD  
102**

**Resolution #CM20130716.1057**

Moved By: Councillor Dwight Dach

Motion to add the construction of 1 mile of road - Range Road 102 from Correction line north - in the event that there is time during the 2013 construction season.

**CARRIED**



**HUB AGM - HWY  
28**

**Resolution #CM20130716.1058**

Moved By: Councillor Frank Sloan

Motion to send a letter to the Mayors and Reeves from the municipalities along Highway 28 to see if they are interested in starting discussions on engineering and planning for the construction of Highway 28.

**CARRIED**

**SCHOOL  
DIVISION -  
REQUEST TO  
HOLD JOINT  
ELECTION**

Reeve Upham recessed the meeting at 12:05 p.m. and reconvened the meeting at 1:00 p.m. with all members present with the exception of Councillor D. Dach.

**Resolution #CM20130716.1059**

Moved By: Councillor Cliff Martin

Motion that Council go in camera at 1:00 p.m. to discuss land and legal issues. Time: 1:05 p.m.

**CARRIED**

**Resolution #CM20130716.1060**

Moved By: Councillor Alphonse Corbiere

Motion that Council return to an open meeting at 2:00 p.m.

**CARRIED**

**IN CAMERA**

**Resolution #CM20130716.1061**

Moved By: Councillor Glen Ockerman

Motion that Councillor Frank Sloan, CAO Sheila Kitz, Assistant Public Works Superintendent Bobby Kinjerski, Ray Makowecki, Biologist, Daina Young, Lawyer and one representative from Genivar represent the County of St. Paul at the Mediation on the Owlseye Road on July 24, 2013.

**CARRIED**

**Resolution #CM20130716.1062**

Moved By: Councillor Cliff Martin

Motion to request that the County be allowed to have one additional representative at the Owlseye Mediation, being Reeve Steve Upham.

**CARRIED**

**Resolution #CM20130716.1063**

Moved By: Councillor Alphonse Corbiere

Motion that any resolution as a result of the Mediation must be brought back to Council for approved, as per the M.G.A.

**CARRIED**

**CAO REPORT**

**Resolution #CM20130716.1064**

Moved By: Councillor Alphonse Corbiere

Motion to approve the CAO report.

**CARRIED**

**Resolution #CM20130716.1065**

Moved By: Councillor Cliff Martin

Motion to approve the Road Use Agreement with Enbridge Pipelines (Athabasca) Inc. for a contribution of \$100,000 for use of the Murphy Road.

**CARRIED**

**COUNCIL FEES**

**Resolution #CM20130716.1066**

Moved By: Councillor Cliff Martin

Motion to approve the Council Fees for the Month of July, 2013 as circulated.

**CARRIED**

**LISTING OF  
ACCOUNTS  
PAYABLE**

**Resolution #CM20130716.1067**

Moved By: Councillor Alphonse Corbiere

Motion to file the listing of Accounts Payable as circulated:



<u>Batch</u>	<u>Cheque Date</u>	<u>Cheque Nos.</u>	<u>Batch Amount</u>
16984	June 7, 2013	17390-17463	\$3,689,948.41
16990	June 10, 2013	17464	\$ 911.48
17016	June 19, 2013	17465-17559	\$ 743,853.06
17037	June 27, 2013	17560-17614	\$ 264,731.82

**CARRIED**

**FLOODING IN  
SOUTHERN  
ALBERTA**

**Resolution #CM20130716.1068**  
Moved By: Councillor Frank Sloan  
Motion to approve FCSS Director Janice Fodchuk to go to High River to assist with flooding.

**CARRIED**

**BUDGET TO  
ACTUAL**

**Resolution #CM20130716.1069**  
Moved By: Councillor Cliff Martin  
Motion to file budget to actual as of June 30, 2013 as information.

**CARRIED**

**ADJOURNMENT**

Business on the agenda being concluded, Chairman S. Upham adjourned the meeting. Time: 2:38 p.m.

These minutes approved this 13th day of August, 2013.

\_\_\_\_\_  
Reeve

\_\_\_\_\_  
Chief Administrative Officer





*County of St Paul No 19*  
5015 - 49 Avenue, St. Paul, AB T0A 3A4  
[www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)

## Issue Summary Report

### BYLAW NO. 2013-19 - OFF HIGHWAY VEHICLE

**#20130712004**

**Meeting :** July 16, 2013

**Meeting Date :** 2013/07/16 10:00

#### Background

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At the June 25 Special Meeting, Council made a motion to table the Off Highway Vehicle to the July Council Meeting.

Thus policy was discussed with the Policy Committee on July 4th and administration still has more work to do to finalized it.

#### Recommendation

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Motion to table the Bylaw No. 2013-19, Off Highway Vehicle.

#### Additional Information

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**Originated By :** pcorbiere





*County of St Paul No 19*  
5015 - 49 Avenue, St. Paul, AB T0A 3A4  
[www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)

## Issue Summary Report

**10:30 A.M. - PUBLIC HEARING - BYLAW NO. 2013-22 - AMEND IDP -  
REZONE PNW 9-58-9-W4 FROM UR TO FUTURE BUSINESS** **#20130711004**

**Meeting :** July 16, 2013

**Meeting Date :** 2013/07/16 10:00

### Background

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At the June Meeting, Council gave 1st reading to Bylaw No. 2013-22, which is a bylaw to Amend the St. Paul IDP No. 1563 as it relates to rezoning PNW 9-58-9-W4 from Urban Reserve to Future Business.

Bylaw No. 2013-22 was advertised in the St. Paul Journal the weeks of July 2nd and 9th, the adjacent landowners were notified via letter post and the Town of St. Paul was notified. The Town of St. Paul has already passed their bylaw to amend the IDP.

Krystle Fedoretz will attend this Public Hearing.

### Recommendation

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Motion to adjourn the meeting and proceed to public hearing scheduled for 10:30 a.m. to discuss Bylaw No. 2013-22, which is a bylaw to Amend the St. Paul IDP No. 1563 as it relates to rezoning PNW 9-58-9-W4 from Urban Reserve to Future Business.

### Additional Information

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**Originated By :** pcorbiere



COUNTY OF ST. PAUL NO. 19

BY-LAW NO. 2013-22

A By-law of the County of St. Paul No. 19 in the Province of Alberta to amend the Inter Municipal Development Plan No. 1563.

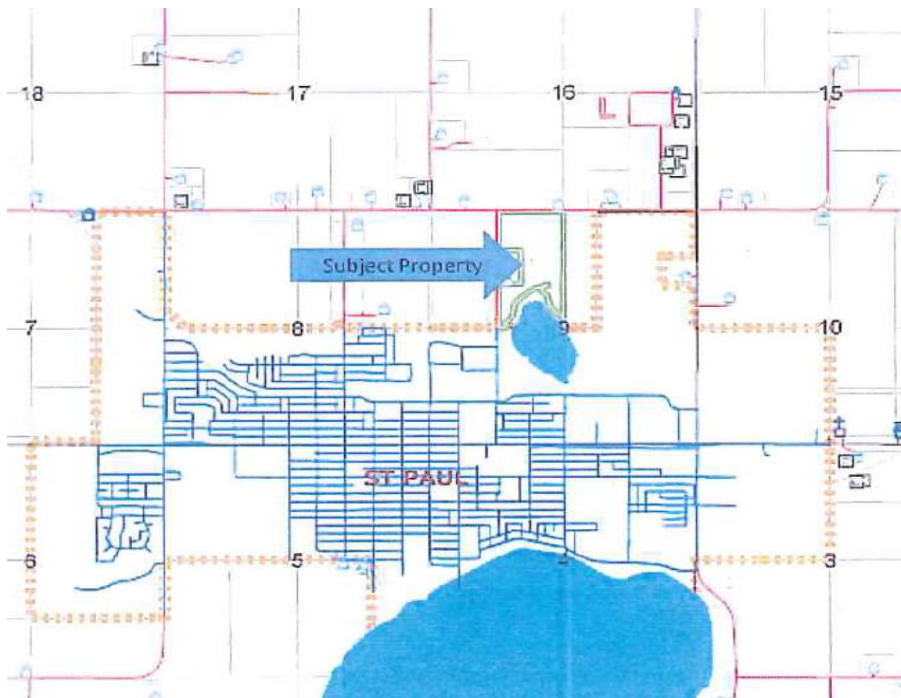
**WHEREAS**, it is deemed expedient to amend the Town of St. Paul and County of St. Paul Inter-Municipal Development Plan as set out in the Municipal Government Act, 2000 as amended.

**NOW, THEREFORE**, under the authority and subject to the provisions of the Municipal Government Act, 2000, as amended, and by virtue of all other powers it enabling, the Council of the County of St. Paul No. 19, hereby assembled, enacts as follows:

1. Bylaw No. 1563 is hereby amended as follows:

FROM: Urban Reserve to Future Business

FOR: PNW 9-58-9-W4



Read a first time in Council this 11<sup>th</sup> day of June, A.D. 2013.

Advertised the 2<sup>nd</sup> day of July, A.D. 2013, and the 9<sup>th</sup> day of July, A.D. 2013 in the St. Paul Journal.

Read a second time in Council this            day of            , A.D. 2013.

Read a third time and duly passed in Council this    day of    , A.D. 2013.

\_\_\_\_\_  
Reeve

\_\_\_\_\_  
Chief Administrative Officer





*County of St Paul No 19*  
5015 - 49 Avenue, St. Paul, AB T0A 3A4  
[www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)

## Issue Summary Report

**10:45 A.M. - PUBLIC HEARING-BYLAW NO. 2013-23-AMEND LAND  
USE BYLAW - REZONE PNW 9-58-9-W4 FROM AGRICULTURAL TO INDUSTRIAL COMMERCIAL #20130711005**

**Meeting :** July 16, 2013

**Meeting Date :** 2013/07/16 10:00

### Background

---

At the June Meeting, Council gave 1st reading to Bylaw No. 2013-23, which is a bylaw to Amend Land Use Bylaw No. 2013-11 as it relates to rezoning PNW 9-58-9-W4 from Agricultural to Industrial Commercial.

Bylaw No. 2013-23 was advertised in the St. Paul Journal the weeks of July 2nd and 9th and the adjacent landowners were notified via letter post.

Krystle Fedoretz will attend this Public Hearing.

### Recommendation

---

Motion to adjourn the meeting and proceed to public hearing scheduled for 10:45 a.m. to discuss Bylaw No. 2013-23, which is a bylaw to Amend Land Use Bylaw No. 2013-23 as it relates to rezoning PNW 9-58-9-W4 from Agricultural to Industrial/Commercial.

### Additional Information

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**Originated By :** pcorbiere



COUNTY OF ST. PAUL NO. 19

BY-LAW NO. 2013-23

A By-law of the County of St. Paul No. 19 in the Province of Alberta to amend the Land Use Bylaw No. 2013-11

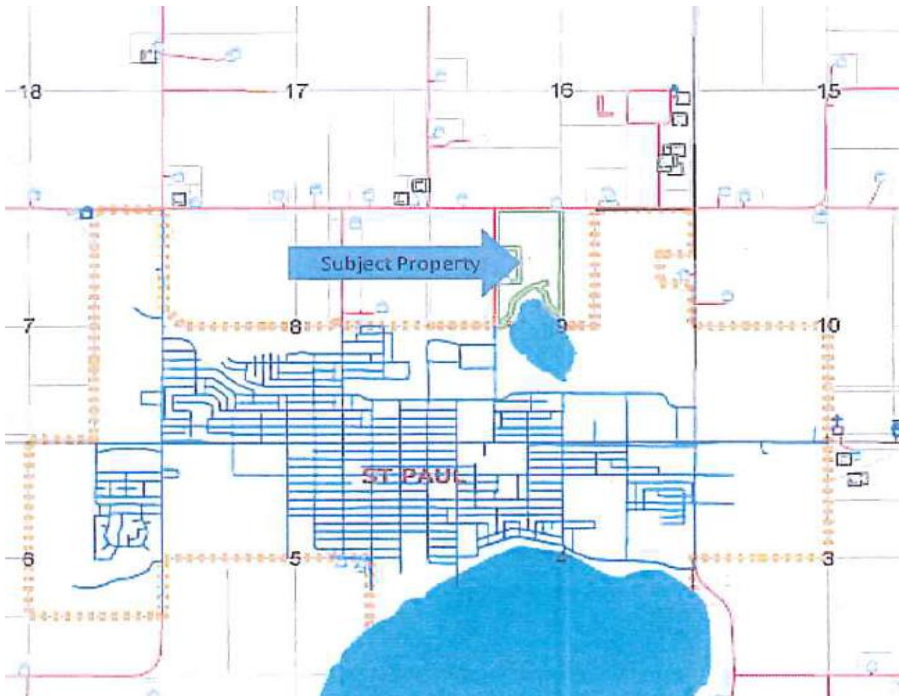
**WHEREAS**, it is deemed expedient to amend the Land Use Bylaw of St. Paul and County of St. Paul as set out in the Municipal Government Act, 2000 as amended.

**NOW, THEREFORE**, under the authority and subject to the provisions of the Municipal Government Act, 2000, as amended, and by virtue of all other powers it enabling, the Council of the County of St. Paul No. 19, hereby assembled, enacts as follows:

- 1. Bylaw No. 2013-11 is hereby amended as follows:

FROM:     Agricultural to Industrial/Commercial

FOR:        PNW 9-58-9-W4



Read a first time in Council this 11<sup>th</sup> day of June, A.D. 2013.

Advertised the 2<sup>nd</sup> day of July, A.D. 2013, and the 9<sup>th</sup> day July, A.D. 2013 in the St. Paul Journal.

Read a second time in Council this            day of            , A.D. 2013.

Read a third time and duly passed in Council this day of    , A.D. 2013.

\_\_\_\_\_  
Reeve

\_\_\_\_\_  
Chief Administrative Officer





*County of St Paul No 19*  
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[www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)

## Issue Summary Report

**11:00 A.M. - SILVERBACK SALES & SERVICES**

**#20130711006**

**Meeting :** July 16, 2013

**Meeting Date :** 2013/07/16 10:00

### **Background**

---

Andy and Donna Fae Jubinville will be in to talk to Council about their application for a sewage disposal contract. They felt that the information that was presented to Council last month was incorrect and they want to come to Council to clarify their request and answer any concerns Council may have regarding it.

### **Additional Information**

---

**Originated By :** pcorbiere





*County of St Paul No 19*  
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[www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)

## Issue Summary Report

### OVERLAY IN MALLAIG - 1ST STREET EAST

#20130710006

Meeting : July 16, 2013

Meeting Date : 2013/07/16 10:00

#### Background

---

Following the meeting with Urban Systems on June 19, where Councillor Corbiere requested council consider an overlay on 1st Street East in Mallaig - Administration was asked to get quotes on the project and provide to Council. These quotes were emailed to Council - with the expectation that Council could make a decision on the project at the Public Works Meeting. However due to the progress made on the County's paving project and the fact that the pavers would be leaving the area the day of the Public Works meeting, Administration proceeded to call councillors to see if they were in support of this project. Based on the approval of the majority of Council members, Administration proceeded with the project in order to get the price quoted. The quote to do the work was as follows:

Paving of Street	\$38,250
WTP	\$ 3,000
Gravel	\$ 7,000
Total	\$48,250

This project would qualify under the Streets Improvement Program.

The work at the WTP was not completed therefore the cost for the project was \$38,000 for paving - and \$1,820 for gravel - total = \$39,820.

#### Recommendation

---

Motion to ratify the overlay of 1st Street East in the Hamlet of Mallaig at a cost of \$39,820 and to apply this project under the Streets Improvement Program for 2013.

#### Additional Information

---

Originated By : pcorbiere





*County of St Paul No 19*  
5015 - 49 Avenue, St. Paul, AB T0A 3A4  
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## Issue Summary Report

### **POLICY PER-8 - EMPLOYEE AND COUNCIL CONFERENCE ATTENDANCE**

**#20130627006**

**Meeting :** July 16, 2013

**Meeting Date :** 2013/07/16 10:00

**Scheduled Time :** 00:00

#### **Background**

---

Policy PER-8 is being presented to Council for amendment to approve a list of conferences for employees and Council to attend on an annual basis. This Policy was brought before the Policy Committee on July 4, 2013.

#### **Recommendation**

---

Motion to approve Policy PER-8 as amended as it relates to establishing a standard list of conferences for County employees and Council members to attend on an annual basis, as per the recommendations of the Policy Committee.

#### **Additional Information**

---

**Originated By :** KAttanasio



## COUNTY OF ST. PAUL #19

Policy Number

PER-8

**Title**

**Employee Conference,  
Seminar, Workshop and  
Educational Support /  
Course Policy**

Page 1 of 4

Date Approved

**Policy Statement:** The Council of the County of St. Paul No. 19 recognizes the importance of employees and Council members attending conferences applicable to the delivery of services within their specific departments, and accepts responsibility for payment of related fees and expenses for attendance at the conference/meeting.

**Procedures:**

The Council of the County of St. Paul No. 19, therefore, approves the annual attendance of employees at the following conferences:

Reeve and County Councillors:  
AAMD&C Spring & Fall Conventions  
Agriculture Service Board Tour and Convention  
Rural Utilities and Safety Association Conference  
Community Planning Conference  
Elected Officials Education Program

\*As it pertains to EOEP, Courses can only be taken once. Approval will cease upon completion of the certificate.

Chief Administrative Officer:  
Alberta Rural Municipal Administrators Assoc.  
AAMD&C Spring & Fall Conventions  
Administrators' Refresher Workshop - SLGM

Assistant Chief Administrative Officer:  
Alberta Rural Municipal Administrators Assoc.  
AAMD&C Spring & Fall Conventions  
Alberta Recreation and Parks Association Conference

Superintendent of Public Works:  
AAMD&C Spring & Fall Conventions

Assistant Superintendent of Public Works:



AAMD&C Spring & Fall Conventions

Finance Officer:

Government Finance Officers of Alberta

Assessors:

Alberta Assessor's Association

Alberta Assessors Association Fall Educational Symposium

Assessment Clerks:

Assessment Review Board Conference

Planning and Development Staff:

Alberta Development Officer's Association

Community Planning Conference

FOIP Coordinator:

Access and Privacy Conference

Secretary and At-Large Members of the Subdivision and Development Appeal Board:

Municipal Affairs Training

Certified Water Operators:

Alberta Chapter Western Canada Water & Wastewater Operators Assoc.

Rural Utilities and Safety Association

Director of Environmental and Emergency Services:

Alberta Association of Agricultural Fieldmen

Regional Agricultural Service Board Conference

In-service Training

Provincial Agricultural Services Board Summer Tour Conference

Community Planning Conference

Agriculture Fieldman/Officers:

Alberta Association of Agricultural Fieldmen

Regional Agricultural Services Board Conference

In-service Training

Provincial Agricultural Services Board Summer Tour Conference

FCSS Director:

Director's Network

FCSSAA Spring and Fall Conferences

Secretary to the Library Board:

Northern Lights Library Conference

Alberta Library Conference



**Other Staff Members**

- a) All conferences incidentally related to the committee work of the Reeve and all Councillors will not require approval from Council.
- b) The County Administrator may authorize department heads to attend conferences, workshops or activities related to their positions if such activities occur prior to Council having had an opportunity to consider the matter at a Council Meeting. When this occurs the County Administrator shall report such attendances to Council at the next following Council Meeting for ratification.
- c) The County may provide support for course fees to employees who wish to follow educational programs relevant to their work. The employees will be required to present a request to the County Administrator outlining in detail the program to be followed and related costs thereof.
- d) The Department Head may authorize an employee (in consultation with the County Administrator) to attend a conference, seminar, or workshop relevant to their job where the professional development activity is within the County or within a radius around the County which enables the employee to travel to and from the workshop on the same day as the workshop occurs at a regular salary.
- e) If reasonable, employee designated County vehicles are expected to be used for transportation to and from conferences, seminars, workshops, etc.
- f) Course registration fees may be paid for by the County with authorization by Council.
- g) Upon the completion of any course funded by the County, the final grades must be submitted to the County Administrator.
- h) All employees must take appropriate First Aid and CPR, WHMIS (Workplace Hazardous Materials Information System) and Safety Training as offered by the County.
- i) Any employee participating in any courses that have been paid by the County of St. Paul must remain with the County after course completion for a period of twelve (12) months. If an employee terminates his/her employment prior to the one (1) year period, the tuition is to be reimbursed to the County. (see attached form).



### **Course Agreement Form**

Any employee participating in any courses that have been paid by the County of St. Paul must remain with the County after course completion for a period of twelve (12) months. If an employee terminates his/her employment prior to the one (1) year period, the tuition will be deducted from the employee's final pay cheque.

By signature below, the employee understands the above terms and agrees to the following terms.

\_\_\_\_\_  
Course Name

\_\_\_\_\_  
Start date of course

\_\_\_\_\_  
End Date of course

\_\_\_\_\_  
Employee's Name

\_\_\_\_\_  
Employee's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Administrator's (or designate)  
Name

\_\_\_\_\_  
Administrator's (or designate)  
Signature

\_\_\_\_\_  
Date





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## Issue Summary Report

### **POLICY ASB-54 EQUIPMENT SANITATION AND CONTAMINATION PREVENTION**

**#20130705001**

**Meeting :** July 16, 2013

**Meeting Date :** 2013/07/16 10:00

#### **Background**

---

Policy ASB-54 is being presented to Council to include amendments which state that the introduction of topsoil into the County of St. Paul originating from outside the County is prohibited to prevent the contamination of County topsoil with Clubroot or other noxious weeds or invasive plant species.

This policy was brought before the Policy Committee on July 4, 2013.

#### **Recommendation**

---

Motion to recommend the amendment to Policy ASB-54, as it relates to the prohibition of topsoil external to the County of St. Paul, as per the recommendations of the Policy Committee.

#### **Additional Information**

---

**Originated By :** KAttanasio



## COUNTY OF ST. PAUL #19

Policy Number

ASB-54

**Title:**  
**Equipment Sanitation and  
Contamination Prevention  
Policy**

Page 1 of 1

Date Approved

**Purpose:** To recognize that Clubroot of Canola is a serious problem and support the principle to control the spread of Clubroot, which is a designated pest under the Agricultural Pest Act.

**Policy:** For all contracted services working for the County of St. Paul, all equipment from other municipalities must be washed and sanitized prior to entering.

Washing and Sanitation - Sanitation involves cleaning and disinfecting machinery by following this sequence of three steps:

Step 1 – remove as much soil as possible from the machine by scraping or knocking off the larger clumps of soil and using compressed air to remove dust and plant debris.

Step 2 – remove any residual contaminated soil with a pressure washer or steaming unit.

Step 3 – to mist the cleaned surfaces with a disinfectant of 1% to 2% (active ingredient) household or commercial bleach solution.

Additionally, no person, commercial or industrial business shall remove topsoil from a municipality outside the County of St. Paul No. 19 and introduce said topsoil into the County of St. Paul No. 19's ecological system. The Town of St. Paul, Town of Elk Point and Summer Village of Horseshoe Bay are exempted from this provision due to their geographical location within the County of St. Paul No. 19's corporate boundaries.

**Note:** The above steps have been recommended by the Alberta Clubroot Management Committee. Private landowners and industry are responsible for negotiating their own access and sanitation agreements with each other. The municipality will not be getting involved in private negotiations unless it is an enforcement issue regarding a positive Clubroot location.

This policy must be included in all tender packages for County contracted services.







	<b>Date</b>
<b>Approved by Council</b>	<b>September 14, 2010</b>
<b>Amended</b>	
<b>Amended</b>	





*County of St Paul No 19*  
5015 - 49 Avenue, St. Paul, AB T0A 3A4  
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## Issue Summary Report

### **POLICY PER-94 - PENSIONABLE CONTRIBUTION EMPLOYEES EXCEEDING 35 YRS OF SERVICE**

**#20130627007**

**Meeting :** July 16, 2013

**Meeting Date :** 2013/07/16 10:00

**Scheduled Time :** 00:00

#### **Background**

---

Policy PER-94 is being presented to Council to approve measures for employees exceeding thirty-five years of service to the County of St. Paul to receive alternative pension contributions once the employee can no longer contribute to the Local Authorities Pension Plan.

#### **Recommendation**

---

Motion to approve Policy PER-94 as it relates to providing an alternative for pensionable contributions once a County employee can no longer contribute to the Local Authorities Pension Plan, as per the recommendations of the Policy Committee.

#### **Additional Information**

---

**Originated By :** KAttanasio



## COUNTY OF ST. PAUL #19

Policy Number

ADM-94

Title

**Pensionable Contributions  
for Employees Exceeding  
Thirty-Five Years of Service  
Policy**

Page 1 of 1

Date Approved

**Objective:** The maximum pensionable service an employee may have under the Local Authorities Pension Plan is thirty-five (35) years. If an employee reaches this milestone, the member and employer can no longer contribute. If a member continues to work, all additional years will be included to calculate the member's highest average salary when determining their pensionable income even though contributions have stopped.

This policy seeks to provide an alternative contribution option for those employees exceeding thirty-five years of service in the Local Authorities Pension Plan.

**Policy Statement:**

The County of St. Paul No. 19 recognizes that its employees are its most valuable resource and will set out a program to provide employees exceeding thirty-five years of service with an alternative contribution option following this impressive milestone in recognition of staff's contributions and commitment to serving the County.

After an employee is no longer eligible to participate in the Local Authorities Pension Plan, the County of St. Paul No. 19 will provide the employee with a monthly salary bonus that would be equivalent to the employer's contribution under the Local Authorities Pension Plan based on the current annual salary of the given employee.

This policy will take effect as of July 1<sup>st</sup>, 2013.





*County of St Paul No 19*  
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## Issue Summary Report

### BYLAW NO. 2013-24 - AIRPORT COMMITTEE

#20130627011

**Meeting :** July 16, 2013

**Meeting Date :** 2013/07/16 10:00

**Scheduled Time :** 00:00

#### Background

---

Bylaw 2013-24 is being presented to Council to approve the provisions for operating the St. Paul Municipal Airport and to align this bylaw with the County's Fee Schedule Bylaw. This Bylaw was brought before the Policy Committee on July 4, 2013.

Section 187 of the M.G.A. states that all Bylaws must have three distinct and separate readings.

#### Recommendation

---

Motion to give first reading to Bylaw 2013-24, which is a bylaw providing for the management and operation of the St. Paul Municipal Airport in the County of St. Paul No. 19.

Motion to give second reading to Bylaw 2013-24.

Motion to present Bylaw 2013-24 at this meeting for third reading.

Motion to give third reading to Bylaw 2013-24.

#### Additional Information

---

**Originated By :** KAttanasio



COUNTY OF ST. PAUL NO. 19

BYLAW NO. 2013-24

---

A Bylaw of the County of St. Paul in the Province of Alberta to establish a joint Airport Committee and enter into an agreement with the Town of St. Paul for the purpose of operating the St. Paul Municipal Airport.

---

**WHEREAS**, the Town of St. Paul and the County of St. Paul No. 19 are joint owners of the St. Paul Municipal Airport located on SE 11-58-10-W4,

**AND WHEREAS**, it has been agreed that the airport be controlled and operated by the Town of St. Paul and the County of St. Paul No. 19,

**AND WHEREAS**, Council may pass a bylaw in relation to the establishment and function of a Council Committee under Section 145 of the Municipal Government Act RSA 2000, Chapter M-26,

**AND WHEREAS**, Council may by bylaw delegate any of its powers, duties or functions to a Council Committee under Section 203(1) of the Municipal Government Act RSA 2000, Chapter M-26, with the exception of those duties listed under Section 203(2) of the same act,

**NOW, THEREFORE**, the Council of the County of St. Paul No. 19, in the Province of Alberta, duly assembled hereby enacts as follows:

1. That the Airport Commission established in 1976 be formally re-established as the St. Paul Municipal Airport Committee.
2. The St. Paul Municipal Airport Committee shall consist of seven members as follows:
  - two Council members from the Town of St. Paul
  - two Council members from the County of St. Paul No. 19
  - three members at large
    - two appointed by the Town of St. Paul Council
    - one appointed by the County of St. Paul Council
3. The St. Paul Municipal Airport Committee shall have the following rights, duties and obligations, namely:
  - (a) duty to operate the St. Paul Municipal Airport on such terms and conditions as set out by the Town of St. Paul and County of St. Paul No. 19, and in accordance with Part 2 of the Canada Transportation Act, 1996, and Air Transportation Regulations as amended;
  - (b) authorization to appoint a Chairman and other officers as the Committee might desire from its own members, and the right to set its own procedural regulations;
  - (c) authorization to enter into agreements on behalf of the two municipalities for leases or other use agreements for the airport;
  - (d) authorization to charge and collect rentals or lease payments as set out in the County's Fee Schedule Bylaw, or any other income which might be obtainable from use of airport lands and/or improvements, and to use those amounts for the operation of the airport;



Bylaw No. 2013-24  
Page 2

- (e) obligation to submit a detailed budget of the committee to each Municipal CAO on or before the 1<sup>st</sup> day of February for approval and inclusion in the budget of each municipality as required. Any expenditure over budget must be approved by both municipalities.
- 4. An agreement shall be entered into between the Town of St. Paul and the County of St. Paul No. 19 setting out the terms and conditions of joint ownership and operation of the St. Paul Municipal Airport.
- 5. This Bylaw comes into effect upon its final passing thereof.
- 6. Bylaw No. 1556 dated the 14<sup>th</sup> of December, 2010 is hereby rescinded.

Read a first time in Council this 16<sup>th</sup> day of July, 2013.

Read a second time in Council this 16<sup>th</sup> day of July, 2013.

Read a third time in Council this 16<sup>th</sup> day of July, 2013.

\_\_\_\_\_  
Reeve

\_\_\_\_\_  
Chief Administrative Officer





*County of St Paul No 19*  
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## Issue Summary Report

### BYLAW NO. 2013-25 - CORRIDOR REGULATION

#20130627012

**Meeting :** July 16, 2013

**Meeting Date :** 2013/07/16 10:00

**Scheduled Time :** 10:00

#### Background

---

Bylaw 2013-25 is being presented to Council to approve provisions for regulating the use of the Corridor owned by North East Muni-Corr Ltd and align this bylaw with the Fee Schedule Bylaw. This Bylaw was brought before the Policy Committee on July 4, 2013.

Section 187 of the M.G.A. states that all Bylaws must have three distinct and separate readings.

#### Recommendation

---

Motion to give first reading to Bylaw 2013-25, which is a bylaw regulating the use of the Corridor owned by North East Muni-Corr Ltd.

Motion to give second reading to Bylaw 2013-25.

Motion to present Bylaw 2013-25 at this meeting for third reading.

Motion to give third reading to Bylaw 2013-25.

#### Additional Information

---

**Originated By :** KAttanasio



COUNTY OF ST. PAUL NO. 19  
BYLAW NO. 2013-25

CORRIDOR REGULATION BYLAW

---

A Bylaw of the County of St. Paul in the Province of for the purpose of regulating use of the corridor owned by North East Muni-Corr Ltd.

---

WHEREAS section 7 of the Municipal Government Act (Alberta), as amended, provides that a Municipality may pass bylaws respecting the safety, health and welfare of people and the protection of people and property, and

WHEREAS the Traffic Safety Act, RSA 2000,c. T-6, authorizes a Municipal Council to pass Bylaws to regulate the operation of Off Highway Vehicles and regulate vehicle, animal and pedestrian traffic, within the Corporate Limits of the Municipality.

NOW THEREFORE the Council of the County of St. Paul No. 19 in the Province of Alberta, duly assembled, enacts:

SECTION 1: SHORT TITLE

This Bylaw may be cited as the County of St. Paul No. 19 “Corridor Regulation Bylaw”.

SECTION 2: DEFINITIONS

- a) “Chief Administrative Officer” shall mean the individual who holds that position for the County of St. Paul No. 19 at any given time and includes any person authorized to act for and in the name of that individual.
- b) “Council” means the Council of the County of St. Paul No. 19 in the Province of Alberta.
- c) “County” means the County of St. Paul No. 19 in the Province of Alberta.
- d) “Muni-Corr” shall mean North East Muni-Corr Ltd. a body incorporated in Alberta under Part 9 of the Companies Act of Alberta.
- e) “Hunting” shall mean the capturing or killing, or attempted capture or killing, of animals by means of traps, nets, firearms, bow and arrow, or other such similar means.
- f) “Bylaw Enforcement Officer” means
  - i) Any member of the Royal Canadian Mounted Police
  - ii) Any Community Peace Officer
  - iii) The Chief Administrative Officer of the County of St. Paul No. 19 or any person designated by the Chief Administrative Officer to enter and inspect property in accordance with the provisions of this Bylaw.
- g) “Corridor” shall mean the abandoned Railway Right-of-Way owned by North East Muni-Corr Ltd. and under the joint care and control of the County. This shall include any “Rest stops” or “Staging areas”.
- h) “Usage Control Device” shall mean any sign, signal, marking or device placed, marked or erected under the authority of this Bylaw for the purpose of regulating, warning or prohibiting use of the Corridor.



Bylaw No. 2013-25

Page 2

- i) "Trailer" means any device that is attached to or drawn by a Vehicle and includes machinery or equipment used in construction or farming.
- j) "Motor Vehicle" shall mean a Motor Vehicle as defined in Section 1(1) of the Traffic Safety Act R.S.A. 2000-C.T-6.
- k) "Off Highway Vehicle" shall mean a Motor Vehicle as defined in Section 117 of the Traffic Safety Act R.S.A. 2000 C.T-6.
- l) "Weapon" means all items including but not limited to, rifles, shotguns, pistols, handguns, target pistols, air rifles, pellet guns, hunting bows, cross bows, sling shots, and paint ball guns.

### **SECTION 3: REGULATION OF USE**

- 1) Except as otherwise set out in this Bylaw Council hereby delegates to the Chief Administrative Officer the authority to regulate and control the use of the Corridor as defined in this Bylaw.
- 2) Unless required or permitted by this Bylaw or by a Usage Control Device, or in compliance with the directions of a Peace Officer, a Person shall not stop, park, or operate a Motor Vehicle, or, an Owner, permit his Vehicle to be stopped, parked or operated, on the Corridor.
- 3) Unless required or permitted by this Bylaw or by a Usage Control Device a Person shall not park or leave a Trailer on the Corridor or an Owner permit his trailer to be parked on the Corridor.
- 4) The Chief Administrative Officer is hereby delegated the authority to prescribe where Usage Control Devices, either permanent or temporary, are to be located. The Chief Administrative Officer shall cause such devices to be placed such that they are clearly recognizable in all reasonable light and weather conditions.
- 5) Usage Control Devices authorized by the Chief Administrative Officer as delegated pursuant to Section 3.4 hereof, shall be deemed to have been made by bylaw of the M.D. and such person is to maintain a record of all such locations, which shall be open to public inspection during normal business hours.
- 6) No person shall make or place an obstruction of any kind in, upon or above the Corridor or place any building or structure of any nature in a manner that encroaches upon any portion of the Corridor unless permission has been granted by the Chief Administrative Officer and upon such terms and conditions as he deems necessary.
- 7) Every person who fails to obtain permission or comply with the conditions attached thereto shall be guilty of an offence and shall, in addition to any other penalty, cause the removal of the obstruction or encroachment within twenty-four (24) hours after being notified to do so by the Chief Administrative Officer. After the expiration of the said twenty-four (24) hours, the Chief Administrative Officer may cause the removal of the obstruction or encroachment and such removal shall be at the expense of the person causing, placing or permitting the obstruction or encroachment of the Railway Right-of-Way.
- 8) Where an obstruction or encroachment of any kind exists in, upon, or above any Railway Right-of-Way and, in the opinion of the Chief Administrative Officer it creates an unsafe condition, the Chief



Bylaw No. 2013-25

Page 3

Administrative Officer shall be entitled to take such measures as are required for the protection of life or property.

- 9) No person, shall discharge any weapon on or over the Corridor.
- 10) Off Highway Vehicles are permitted to be operated on the Corridor provided they comply with the following rules of the road:
  - a) Registered in accordance with the Traffic Safety Act, RSA 2000, C.T-6
  - b) Insured, including liability insurance, in accordance with the Traffic Safety Act RSA 2000, C.T-6
  - c) Operated with consideration for the other users of the Corridor
  - d) Operated in such a manner so as to only cause minimal disturbance to persons residing adjacent to the Corridor
  - e) Operated in such a manner so as not to disturb, harass, injure or kill any livestock located adjacent to the Corridor
  - f) Operated at a speed, that considering the circumstances, is reasonable
  - g) Operated in a manner, that considering the circumstances, is not careless
  - h) Yielding the Right of Way to other users of the Corridor, who are not operating Off Highway Vehicles
  - i) Moving to the right side of the Corridor when encountering approaching Off Highway Vehicles
  - j) When crossing a Highway that intersects with the Corridor, following the rules laid out in the Traffic Safety Act, RSA 2000, C.T-6, Section 120(3)
  - k) Park in a manner so as not to obstruct the Corridor or its access points or intersections with any Highway, and not inconvenience or prevent the use of the Corridor by any other persons.
  - l) Follow all aspects relating to Off Highway vehicle use in accordance with the Traffic Safety Act, RSA 2000, C.T-6 and its regulations.
- 11) No person shall place, permit to be placed, or throw any substance, or thing of any kind, on the Railway Right-of-Way or property located adjacent to the Railway Right-of-Way.
- 12) No person shall climb, deface, or interfere with any structure, trees, protection system, or utility located on or adjacent to the Railway Right-of-Way.
- 13) No person shall willfully remove, throw down, deface, alter, damage or destroy a Usage Control Device, placed, marked or erected on, or adjacent to, the Railway Right-of-Way



Bylaw No. 2013-25

Page 4

- 14) No person shall conduct himself or otherwise position himself on the Railway Right-of-Way in such a manner as to obstruct or inconvenience any other user of the Railway Right-of-Way.

#### **SECTION 4: ENFORCEMENT**

- 1) Any Peace Officer is hereby authorized to remove or cause to be removed any Motor Vehicle or Trailer parked in contravention of this Bylaw.
- 2) Any such Motor Vehicle or Trailer may be removed to a place designated by the Peace Officer where it will remain impounded until claimed by the owner thereof or his authorized agent.
- 3) The Towing away of the Motor Vehicle or trailer shall be in accordance with the Towing and Impound Laws contained in the Traffic Safety Act, RSA 2000, C.T-6.
- 4) In the event that an owner of a Motor Vehicle or Trailer does not claim such Motor Vehicle or Trailer, the storage and removal charges may be collected by the Tow Company pursuant to the provisions of the Traffic Safety Act, RSA 2000, C.T-6.

#### **SECTION 5: EXCEPTIONS**

- 1) Where, considering the circumstance, it is reasonable and safe, the following groups may operate motor vehicles on the corridor when required to do so:
  - a) Emergency Motor Vehicles and Off Highway Vehicles including, ambulance services, fire department or vehicles being operated by on duty Peace Officers
  - b) Motor Vehicles and Off Highway Vehicles used in conjunction with the servicing of public utilities including telephone systems, electric systems, natural gas systems and Cablevision systems.
  - c) Municipal and other government public works Motor Vehicles and Off Highway Vehicles.
  - d) Towing service Motor Vehicles.
  - e) Owners of land adjacent to the Corridor to whom a permit has been issued by the County and/or North East Muni-Corr Ltd.
  - f) Any other individual to whom a permit has been issued by the County and/or North East Muni-Corr Ltd.

#### **SECTION 6: PERMITS**

- 1) To obtain a permit pursuant to Sub-Sections 5 (e) and (f) of this Bylaw, an application must be made to Muni-Corr.
- 2) Muni-Corr may refuse to grant the permit with such terms and conditions, as he deems necessary.



Bylaw No. 2013-25

Page 5

- 3) Muni-Corr may grant the permit for a specified date or may allow a permit of indefinite duration.
- 4) Muni-Corr may grant a permit for a Special Event for a specified date or may allow a permit of indefinite duration.
- 5) Any applicant requesting a permit under subsection (a) hereof shall make an application in writing to Muni-Corr providing the following information:
  - (i) The description and registration information for the Vehicle or Trailer to be parked or operated on the Right-of-Way.
  - (ii) The location of the Railway Right-of-Way the applicant wishes to access.
  - (iii) The date on which the applicant proposes to access the Right-of-Way the applicant is requesting a permit of indefinite duration.
  - (iv) The purpose for which access to the Right-of-Way is requested.
  - (v) Such other information as may be required.
- 6) Coincident with issuance of the permit, the applicant shall enter into an agreement to indemnify the County and North East Muni-Corr Ltd. for any and all damages caused to the Corridor or any works made or done over, upon or under the same, as a result of the use of the Corridor pursuant to a permit.
- 7) Muni-Corr may in writing alter, suspend or revoke a permit whenever it is determined that:
  - (i) The permit was issued in error.
  - (ii) The permit was issued based on incorrect information supplied.
  - (iii) The area indicated on the permit is required by the County for other purposes.
  - (iv) The permit is in violation of any County bylaw or resolution.
- 8) Upon request by an applicant or permit holder and when it is determined by Muni-Corr that extenuating circumstances exist, Muni-Corr is hereby authorized to waive or alter any term of an agreement or permit required by this Bylaw.

## **SECTION 7: PENALTIES**

- 1) Except as otherwise provided herein, every person who contravenes any provisions of this Bylaw is guilty of an offence, and shall be liable on Summary Conviction to a fine as set out in the County of St. Paul No. 19's Fee Schedule Bylaw.
- 2) An offence ticket shall be deemed to be sufficiently served:
  - (i) If served personally on the accused.



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- (ii) If mailed, by ordinary mail, to the address of the registered owner of the Motor Vehicle, Off Highway Vehicle or Trailer concerned, or to the person concerned.
- (iii) If attached to or left securely and visible upon the Motor Vehicle, Off Highway Vehicle or Trailer in respect of which the offence is alleged to have been committed.

**SECTION 8: TRANSITION AND REPEALS**

- 1. All Usage Control Devices which are in place on the effective date of this Bylaw shall be deemed to be valid Usage Control Devices for the purposes of this bylaw until removed.
- 2. Let Bylaw 1484 known as the “Corridor Regulation Bylaw” be hereby repealed.

This Bylaw comes into effect on the date of final passing.

Read a first time in Council this 16<sup>th</sup> of July, 2013.

Read a second time in Council this 16<sup>th</sup> day of July, 2013

Read a third time in Council this 16<sup>th</sup> day of July, 2013

\_\_\_\_\_  
Reeve

\_\_\_\_\_  
Chief Administrative Officer





*County of St Paul No 19*  
5015 - 49 Avenue, St. Paul, AB T0A 3A4  
[www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)

## Issue Summary Report

### **BYLAW NO. 2013-26 - UNSIGHTLY CONDITIONS BYLAW**

**#20130627014**

**Meeting :** July 16, 2013

**Meeting Date :** 2013/07/16 10:00

#### **Background**

---

Bylaw 2013-26 is being presented to Council to approve provisions for the management of unsightly properties in the County. This bylaw was brought before the Policy Committee on July 4, 2013.

Section 187 of the M.G.A. states that all bylaws must have three distinct and separate readings.

#### **Recommendation**

---

Motion to give first reading to Bylaw 2013-26, which is a bylaw for the regulation of unsightly properties within the County of St. Paul No. 19.

Motion to give second reading to Bylaw 2013-26.

Motion to present Bylaw 2013-26 at this meeting for third reading.

Motion to give third reading to Bylaw 2013-26.

#### **Additional Information**

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**Originated By :** KAttanasio



COUNTY OF ST. PAUL NO. 19  
BYLAW NO. 2013-26

UNSIGHTLY CONDITIONS BYLAW

A Bylaw of the County of St. Paul in the Province of Alberta to provide for the control of unsightly conditions on properties within the County of St. Paul.

WHEREAS, under the provisions of the *Municipal Government Act*, RSA 2000, Chapter M-26, the Council of the County of St. Paul No. 19 may pass Bylaws respecting the health and safety of the community and for controlling dangerous and unsightly properties;

AND WHEREAS under the provisions of the *Municipal Government Act*, the Council of the County of St. Paul No. 19 may pass Bylaws and may make provisions that it deems necessary to carry out the purposes of the Bylaw;

AND WHEREAS the Council of the County of St. Paul No. 19 deems it desirable and necessary to promote the maintenance of properties, within the corporate limits of the County of St. Paul No. 19;

NOW THEREFORE, the Council of the County of St. Paul No. 19, in the Province of Alberta, duly assembled enacts as follows:

1. SHORT TITLE

1.1 This Bylaw may be cited as the “Unsightly Conditions Bylaw.”

2. DEFINITIONS

2.1 “Adjacent” means land that is contiguous to the land that is subject of an unsightly condition complaint and includes land or a portion of land that would be contiguous if not for a public road, railway, river, or stream.

2.2 “Building Material” means all construction and demolition material accumulated on a premises while storing, constructing, altering, repairing, or demolishing any structure and includes, but is not limited to, earth, vegetation, or rock displaced during such storing, construction, alteration or repair.

2.3 “Bylaw Enforcement Officer” means

- a) Any member of the Royal Canadian Mounted Police
- b) Any Community Peace Officer
- c) The Chief Administrative Officer of the County of St. Paul No. 19 or any person designated by the Chief Administrative Officer to enter and inspect property in accordance with the provisions of this Bylaw.

2.4 “Council” means the Municipal Council of the County of St. Paul No. 19.

2.5 “Detrimental to the Surrounding Area” means causing the decline of market value to the surrounding area.

2.6 “Dismantled Vehicle” means a motor vehicle or trailer that has become dilapidated or disassembled which may include but is not limited to flat tires, missing tires and rims, fenders, doors, windows, hoods, trunks, and boxes.



Bylaw No. 2013-26

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- 2.7 “Emergency” shall mean any situation in which there is imminent danger to the general public or a potential danger to the property or surrounding properties.”
- 2.8 “Garbage” means any rubbish, refuse, papers, packages, containers, bottles, cans, manure, animal or human excrement or sewage or the whole or a part of an animal carcass, dirt, soil, gravel, rocks, sod, petroleum products, hazardous materials, disassembled equipment or machinery, broken household furnishings or appliances, boxes, cartons, discarded fabrics, any material composed of organic matter which is or may become decomposed, including the by-products from the preparation, consumption or storage of food.
- 2.9 “Hamlet” refers to all lands located in Hamlets in the County of St. Paul No. 19 and includes Ashmont, Heinsburg, Lafond, Lindbergh, Lottie Lake, Mallaig, Riverview, St. Edouard, St. Lina, and St. Vincent.
- 2.10 “Multi-Lot Subdivision” means a subdivision where a lot has been divided into two or more parcels of land or contains two or more dwellings.
- 2.11 “Property Owner” means:
- a) a person who is registered under the Land Titles Act as the owner of the property,
  - b) the person who is recorded as the owner of the property on the assessment roll of the County of St. Paul No. 19,
  - c) a person who has purchased or otherwise acquired any interest in the property, whether he has purchased or otherwise acquired any interest in the property directly from the owner or from another purchaser, and has not become the registered owner thereof,
  - d) a person holding himself out as the person having the powers and authority of ownership or who for the time being exercises the powers and authority of ownership,
  - e) a person controlling the property under construction, or
  - f) a person who is the occupant of the property under a lease, license or permit.
- 2.12 “Property” includes any lands, buildings, or premises within the corporate boundaries of the County of St. Paul No. 19;
- 2.13 "Right of Access" means the right of a Bylaw Enforcement Officer to enter property to inspect the property to determine whether to issue a Clean Up Order, or to allow work forces access to the property for the purposes of enforcing a Notice to Maintain Property;
- 2.14 “State of Disrepair” means
- a) The significant deterioration of buildings, structures, or improvements, or portions of buildings, structures, or improvements;
  - b) Broken or missing windows, siding, shingles, shutters, eaves, or other building material;
  - c) Significant fading, chipping, or peeling of painted areas of buildings, structures or improvements on property



Bylaw No. 2013-26

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- 2.15 “Unsightly Conditions” shall mean any structure or property located within the County of St. Paul No. 19 that in the opinion of the Bylaw Enforcement Officer, is unsightly to such an extent as to detrimentally affect the amenities, use, value or enjoyment of the surrounding lands in reasonable proximity to the unsightly conditions, or is otherwise detrimental to the surrounding area or in an unsightly condition as defined in the *Municipal Government Act*. Unsightly Conditions include, but are not limited to, all conditions described in Section 4 of this Bylaw.

### **3. GENERAL**

- 3.1 The property owner of any property, is ultimately responsible for all activities on the property which may constitute prohibition of this bylaw.
- 3.2 Nothing in this Bylaw relieves a person from complying with any Federal or Provincial law or regulation, other bylaw or any requirements of any lawful permit.

### **4. UNSIGHTLY CONDITIONS**

- 4.1 Unsightly conditions, for the purpose of this Bylaw, is any condition on or around a Property that is untidy, unsightly, offensive, and dangerous to health and safety of any person, or has or may have a detrimental effect upon any person or other property in the neighbourhood, or which interferes with the use and enjoyment of other adjacent property, neighbourhood, or which interferes with the use and enjoyment of another adjacent property;
- 4.2 The following set of standards by which grass and weeds must be kept:
- a) Uncut grass or weeds on any parcel of land shall be maintained at a height not to exceed fifteen centimeters (six inches) in length;
  - b) Property owners are required to maintain the front, rear, or side portions or boulevards adjacent to their Property;
- 4.3 No property owner shall cause or allow any building, and/or structure, or fence to become unsightly or in a condition where its appearance and/or condition is a safety hazard or is detrimental to the surrounding area;
- 4.4 No property owner shall allow the growth of trees or shrubs to interfere or endanger visibility to street signage, sidewalks, or roadway clearances;
- 4.5 No property owner shall permit the accumulation of piles of dirt, stone, garden waste, old implements, disassembled or broken vehicles, scrap iron, lumber, glass, furniture, appliances, food containers, waste paper or cardboard on their property;
- 4.6 No property owner shall dump or cause to be dumped any rubbish, garbage, waste, petroleum products (either liquid or solid), or dispose of any material in an area within the County of St. Paul No. 19 except at locations specifically designated by the Chief Administrative Officer.
- 4.7 No property owner shall post or exhibit unauthorized signs, posters, billboards, graffiti, obscene or offensive symbols, words, pictures or art;



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- 4.8 Property Owners must prevent the occurrence of, or promptly remedy, any Unsightly Conditions.

## **5. DANGEROUS BUILDINGS AND STRUCTURE**

- 5.1 The Property Owner(s) of properties in the County of St. Paul No. 19, shall ensure that any building(s) or attached feature(s) in a state of disrepair shall be demolished and removed from the property.
- 5.2 If any building(s) are in a state of disrepair, they shall be restored to a useable and safe condition in accordance with the *Safety Codes Act* and with the required demolition or building permits.
- 5.3 No property owner shall cause or allow his or her property to be a danger to public safety through the presence of excavations, structures, materials or any other hazard or condition posing a risk to public safety.
- 5.4 Property Owners violating this Bylaw will be delivered a cleanup notice providing the Owner with no less than fourteen (14) days and no more than thirty (30) days to comply. If a cleanup notice under this section of the Bylaw is not complied with, the Bylaw Enforcement Officer shall have the right to direct any person to do the work required to by the Notice to Maintain Property. The cost of doing the work required, plus an administration fee as per the Fee Schedule Bylaw, may be recovered from the property owner as debt due to the County of St. Paul or such costs may be charged against the property taxes due and owing, pursuant to the *Municipal Government Act*, R.S.A. 2000, M-26, Section 553.

## **6. INSPECTION AND DIRECTION**

- 6.1 Any Bylaw Enforcement Officer may enter any public or private property to conduct an inspection within the County and may inspect for unsightly conditions.
- 6.2 After inspection, the Bylaw Enforcement Officer may issue a Notice to Maintain Property, which shall specify a deadline for compliance and shall outline specific instructions to remedy the unsightly conditions.
- 6.3 Each Notice shall:
- a) describe the property by name, if any, and the municipal address or legal description or a plan showing the location of the property;
  - b) state that the property contravenes the provisions of this By-law;
  - c) give reasonable particulars of the extent of the clean up, removal, clearing or other actions required to be made;
  - d) state the time within which the clean up, removal, clearing or other action is to be completed;
  - e) state that if the required actions are not done within the time specified, the County may carry out the actions required and charge the cost thereof against the person to whom the Notice is directed and if such person does not pay the costs, the costs shall be charged against the property concerned as taxes due and owing in respect of that property, and recovered as such; and



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- f) state that an appeal lies from the issuance of this Notice to Council if an appeal is lodged in writing within fourteen (14) days of the date of issuance of the Notice.

6.4 The County must serve the Notice to Maintain Property by:

- a) Delivering it personally to the person who is to be served, or
- b) Mailing the Notice to the person to be served by registered mail to the last known post office address of the person to be served, and service shall be deemed to be effected at the time the copy is delivered by an official of the Post Office to the person to be served; or
- c) Where the property is not occupied, by mailing the notice by registered mail to the mailing address noted on the County's tax roll for that property, and service shall be deemed to be effected at the time the copy is delivered by an official of the Post Office to the person to be served; or
- d) As directed by the Courts.

6.5 The Bylaw Enforcement Officer may extend the time for doing anything which is required to be done by the terms of the Order.

6.6 Where a Notice to Maintain Property is issued pursuant to Section 6.2, such a Notice may be appealed within fourteen (14) days to Council.

6.7 Where a Notice to Maintain Property is appealed pursuant to subsection 6.6, the Notice is stayed pending a decision by Council on the appeal.

6.8 A decision by Council shall be considered final.

6.9 Council may confirm, vary, or revoke the Notice to Maintain Property or may substitute its decision in place of the Notice to Maintain Property which was issued. Council may extend the time within which anything required to be done by the Notice to Maintain Property is to be performed.

6.10 Council may direct anything to be executed that a Bylaw Enforcement Officer can direct to be executed either in addition to or in substitution for the direction in the Notice appealed from.

## **7. PENALTIES**

7.1 If the property owner has not complied with the Notice to Maintain Property by the specified deadline, the Bylaw Enforcement Officer may direct any work to be done to remedy the unsightly conditions, including the disposition of any materials, and will charge the owner, for all the costs associated with maintaining the property.

7.2 If the owner fails to pay for the work done under Section 7.1, the County shall charge the cost against the land as taxes due and recover the cost as taxes.

7.3 The cost of the work done, as stated under 7.1, is charged in addition to an Administration Fee as set out in the Fee Schedule Bylaw.

7.4 The County or any Bylaw Enforcement Officer who inspects any property under this Bylaw, or any person who performs any work on behalf of the County to remedy the unsightly conditions is not liable for any damages caused by the inspection, the work, or disposition of any material in order



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to complete the work set out in the Notice to Maintain Property.

- 7.5 The conviction of a Property Owner(s) under the provisions of this Bylaw does not operate as a bar to further prosecution for the continued neglect or failure on the part of the person to comply with the provisions of this Bylaw, or conditions, order or permits, issued in accordance with this Bylaw

8. EXEMPTIONS

- 8.1 The County of St. Paul values and recognizes the contribution of the agricultural sector to regional growth and vitality. Thus, the County wishes to proceed working cooperatively with agriculturists to limit regulation whenever possible. Generally, the intent of this Bylaw is to control unsightly properties in hamlets, lake subdivisions and multi-lot subdivisions.

9. SEVERABILITY

- 9.1 Every provision of this Bylaw is independent of all other provisions and if any provision of this Bylaw is declared invalid for any reason by a Court of competent jurisdiction, all other provisions of this bylaw shall remain valid and enforceable.

10. EFFECTIVE DATE

- 10.1 This Bylaw shall come into full force and effect upon the final passing thereof.

Read a first time in Council this 16<sup>th</sup> day of July, A.D. 2013.

Read a second time in Council this 16<sup>th</sup> day of July, A.D. 2013.

Read a third time in Council this 16<sup>th</sup> day of July, A.D. 2013.

\_\_\_\_\_  
Reeve

\_\_\_\_\_  
Chief Administrative Officer





*County of St Paul No 19*  
5015 - 49 Avenue, St. Paul, AB T0A 3A4  
[www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)

## Issue Summary Report

### **BYLAW NO. 2013-27 - CEMETERIES BYLAW**

**#20130627010**

**Meeting :** July 16, 2013

**Meeting Date :** 2013/07/16 10:00

#### **Executive Summary**

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Bylaw No. 2013-27 is being presented to Council to approve provisions for the management of cemeteries in the County and align this Bylaw with the County's Fee Schedule Bylaw. This Bylaw was brought before the Policy Committee on July 4, 2013.

Section 187 of the M.G.A. states that all Bylaws must have three distinct and separate readings.

#### **Recommendation**

---

Motion to give first reading to Bylaw 2013-27, which is a bylaw providing for the management of cemeteries in the County of St. Paul No. 19.

Motion to give second reading to Bylaw 2013-27.

Motion to present Bylaw 2013-27 at this meeting for third reading.

Motion to give third reading to Bylaw 2013-27.

#### **Additional Information**

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**Originated By :** KAttanasio



COUNTY OF ST. PAUL NO. 19

BYLAW NO. 2013-27

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A Bylaw of the County of St. Paul No. 19, in the Province of Alberta, to adopt a Cemetery Bylaw.

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This Bylaw is to be cited as the “County of St. Paul No. 19 Cemetery Bylaw”. This bylaw only applies to cemeteries owned by the County of St. Paul No. 19.

In this bylaw, “County of St. Paul No. 19 Cemetery Committee” is made up of three council members, two employees, and one member at large.

The County of St. Paul No. 19 shall keep either copies or original burial permits, disinterment permits, and plot plans.

All information will be inputted in a database.

The minutes of Committee meetings shall be kept on file at the County office.

All records relating to plots, burials and disinterment shall be kept at the County office. Information will be inputted in the County’s database to be updated periodically.

**1. CEMETERY COMMITTEE**

A Board is hereby established and shall be known as the “County of St. Paul No. 19 Cemetery Committee”.

The “County of St. Paul No. 19 Cemetery Committee” will assume responsibility concerned with the management, planning and maintenance of only those cemeteries owned by the County of St. Paul No. 19.

The Board shall consist of three Councillors, two employees and one member at large.

Members of the Cemetery Committee shall be appointed annually to the Board, at the annual organizational meeting.

Members at large shall be appointed by resolution of Council.

**2. DUTIES OF EXECUTIVE**

The Chairman shall reside over meetings.

The Vice-Chairman shall, in the absence of the Chairman, preside over meetings.

The Secretary shall attend and take accurate minutes of all meetings, maintain and keep custody of these minutes, and make these minutes available for members prior to the next meeting.

The County Council and Administration, shall properly account for all funds, and by recommendation of the Cemetery Committee, make disbursements, as required for Cemetery purposes only. County Administration shall also review a Statement of Income and Expenses periodically when necessary.



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Page 2

### **3. MEETINGS**

Cemetery Committee Meetings will be called when deemed necessary.

### **4. DUTIES, RIGHTS, AND POWERS**

The Cemetery Committee shall control all matters within the Cemeteries that are concerned with maintaining the grounds in a neat and pleasing condition, and to that end is hereby authorized to regulate and control the Cemetery grounds as recommended by County Council.

The Cemetery Committee is hereby authorized to remove, or have removed, any weeds, grass, funeral designs or floral pieces, which may become wilted, or any other article or thing, which, in the opinion of the Cemetery Committee, is unsightly.

### **5. PLOTS**

The cost of plots are listed in the County's Fee Schedule Bylaw. All plots reserved prior to the County acquiring title will be honoured provided the requisite verification is in place.

Plans for burial purposes, including a record of all interments and disinterment will be kept at the County of St. Paul No. 19 office. Copies of all such plans shall be available for inspection free of charge at the County of St. Paul No. 19 office during regular business hours.

Plots shall not be resold; however, plots may be transferred from one family member to another family member. No transfer shall be valid unless it is duly registered with the County of St. Paul No. 19.

All burials, in cemeteries owned by the County of St. Paul No. 19, whether casket or urn (traditional or cremation), must first be reported to the County of St. Paul No. 19.

The County of St. Paul No. 19 shall allow double depth graves, with a minimum of three feet of coverage after second burial. Costing information can be found in the County's Fee Schedule Bylaw. Two interments within one plot will only be allowed with double depth grave.

All plots must be prepaid to reserve and all prices include GST.

### **6. INTERMENTS AND DISINTERMENTS**

No interment shall be permitted in the County owned cemeteries unless, and until a completed application for interment has been signed by the owner/family of the plot.

All interments within the County of St. Paul owned cemeteries, require a concrete grave liner (concrete box minimum standard) except those interments of caskets less than four (4) feet in length unless requested.

No grave for the burial of a deceased person shall be less than three (3) feet between the top of the casket and the surface of the ground.

No grave for the burial of cremated remains shall be less than eighteen (18) inches of coverage from the surface of the ground.



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Page 3

All work being conducted in the immediate vicinity of a Plot shall be discontinued during a burial service at that Plot.

Disinterment of a body shall not take place until a permit for disinterment is issued by the Provincial Director of Vital Statistics and delivered to the County of St. Paul No. 19 office. After disinterment has taken place the plot stays in the family or the County of St. Paul No 19 will reimburse the family 85% of the market value of the plot, at Council's discretion.

The person requesting a disinterment shall give complete and precise instruction regarding the location of the grave. The County of St. Paul No. 19 shall not be responsible for any errors resulting from the lack of instruction.

**7. MONUMENTS**

The placement of Monuments shall comply with the following requirements.

- (a) Monuments must be constructed of granite, marble, bronze, or comparable material.
- (b) All Monuments shall be allowed in the cemeteries. All bases are not to exceed eighteen (18) inches.
- (c) No inscriptions shall be placed on any Monument, which is not in keeping with the dignity and decorum of the Cemetery.

Henceforth, grave covers are strictly prohibited, however notwithstanding this where a grave cover presently exists, the plot owner or a personal representative may have a matching cover installed.

No person shall erect upon a Plot or Lot any fence, railing, wall, border, hedge, coping, or the like and where any of the same have been previously erected around a Plot or Lot and have, by reason of age or neglect, become unsightly or objectionable.

The Cemetery Committee is to contact family members if a gravesite needs repairs.

Each owner of a Monument or other erection upon any Plot shall maintain it and assure it is in proper repair.

**8. RESTRICTIONS**

There shall be **NO** planting of flowers, trees, or shrubs on or near any graves.

The Cemetery Committee shall designate particular areas throughout the Cemetery where flowers, trees, and shrubs can be planted.

Those trees and shrubs planted prior to the County of St. Paul No. 19 taking ownership will be left where they are. If the trees need trimming or removing, the family will be contacted to either do the work or give permission to have it done.

**9. MAINTENANCE**

The County of St. Paul No. 19 and/or the Cemetery Committee shall see to the maintenance of the Cemetery grounds throughout the summer growing season (mowing, trimming, etc.).



Bylaw No. 2013-27  
Page 4

All refuse must be bagged (twigs and sticks tied in bundles) and placed in the refuse containers located within the designated area. The County of St. Paul will be responsible for the collection and disposal of this refuse.

**10. VEHICLES IN THE CEMETERY**

No person shall drive any vehicle through the Cemetery at a speed exceeding fifteen (15) km and then may only drive a vehicle upon the roadway provided for that purpose.

No person shall ride an all terrain vehicle, snowmobile, or horse in the Cemetery unless they are part of a funeral procession.

The owner of any moving vehicle shall be responsible for any damage done by such vehicle within the boundaries of the Cemetery.

No person shall enter the Cemetery carrying firearms unless such person is participating in a military funeral.

**11. FUNDS**

All donations, memorials or monies received for the Cemetery are to be used only for the purposes of the Cemetery. A tax deductible receipt will be issued by the County of St. Paul No. 19 for any donations of \$25.00 and up.

These funds will be disbursed at the discretion of County Council, as recommended by the Cemetery Committee.

**12. OFFENCES**

Any person who acts contrary to Section 10 of this bylaw, or who damages or causes damages to a cemetery, a cemetery grounds, or any monument, headstone, fence or sign within or on a cemetery commits an offence hereunder and shall be liable to a fine as set out in the Fee Schedule Bylaw.

**13. SEVERABILITY**

This Bylaw shall come into force on the date of final passing. Should a section or part of this Bylaw be found to be improperly enacted or *ultra virus*, for any reasons, then such section or part shall be regarded as being severable from the Bylaw and Bylaw remaining after such severance shall be effective and enforceable.

**14. REPEAL**

Bylaw No. 1445 dated the 14<sup>th</sup> of April, 2005 is hereby repealed.

Read a first time in Council this 16<sup>th</sup> of July, 2013.

Read a second time in Council this 16<sup>th</sup> day of July, 2013

Read a third time in Council this 16<sup>th</sup> day of July, 2013

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Reeve

---

Chief Administrative Officer





*County of St Paul No 19*  
5015 - 49 Avenue, St. Paul, AB T0A 3A4  
[www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)

## Issue Summary Report

### IPAC CONFERENCE - MONTREAL - AUGUST 18-21

#20130627017

Meeting : July 16, 2013

Meeting Date : 2013/07/16 10:00

#### Background

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The Institute of Public Administration of Canada is scheduled to host its annual conference in Montreal from August 18-21. We are looking for approval to send Kyle Attanasio to attend.

This year's conference has a special emphasis on new administrators. Questions of change, adaptation and innovation are issues that have long been debated in organizations, both public and private. The Conference will explore why, in what areas and in what ways governments must reinvent themselves, and then will identify the conditions necessary for such reinvention.

A significant part of the Municipal Intern Program is Professional Development. Interns are encouraged to budget and make decisions regarding the courses or conferences that they feel will benefit their understanding of local government administration. Kyle has been given the amount set aside in the Work Plan which the County was approved for the Intern Program. He has provided the Professional Development portion of the budget as an attachment to this agenda item to show his supervisor and County Council how he plans to spend these dollars this year. I am confident that he has researched the various conferences out there for local government and agree that this conference will provide him greater insight to the administration of local government - and the relationships between local, provincial, and federal governments.

#### Recommendation

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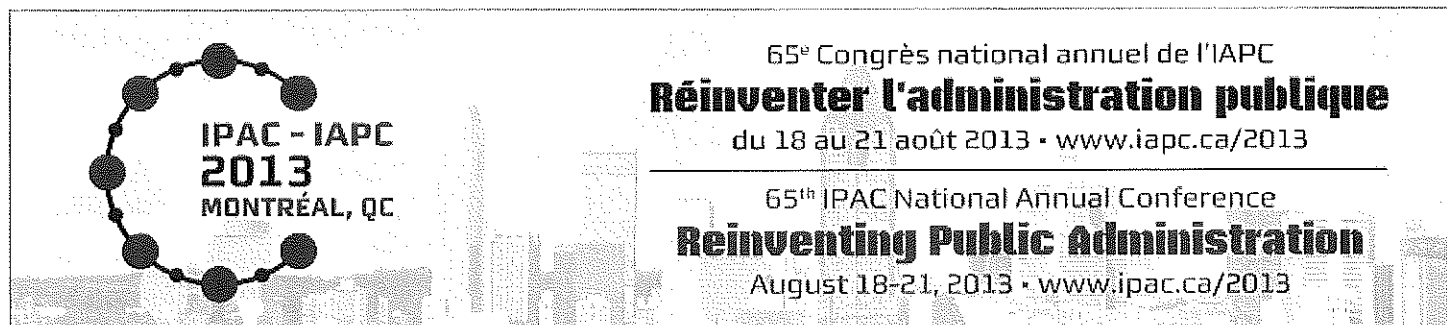
That Kyle Attanasio be approved to attend the IPAC Conference in Montreal on August 18-21.

#### Additional Information

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Originated By : SKitz






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[Highlights](#)


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[Program](#)


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[Speakers](#)


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[Adjudicated Papers](#)


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[Awards](#)


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[New Professionals](#)


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[Travel & Hotel](#)


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## 65th IPAC National Annual Conference: Reinventing Public Administration

**Centre Sheraton Hotel, 1201 René-Lévesque West, Montreal, QC  
August 18-21, 2013**

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### Program

Conference theme "Reinventing Public Administration" is to be explored via three sub-themes and a program offering keynote addresses, interactive panels and professional development workshops.

The sub-themes are:

1. Reinventing public administration through relationships with citizens and elected officials
2. Reinventing public administration through intergovernmental relations
3. Reinventing public administration from the inside
4. Reinventing public administration through lessons learned from the past and from others

Please note: Program is in development and details are subject to change

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IPAC Official Conference Airline  
Delegates save 15%

### Sunday, August 18, 2013

1:00 pm to 6:00 pm	<b>Conference Registration</b>
9:00 am to 12:00 pm	<b>International Forum: Transparency and Accountability in Canada and Around the Globe</b>
3:45 pm to 4:30 pm	<b>IPAC Annual General Meeting</b>
6:00 pm to 9:00 pm	<b>Welcome Reception (Musée des Beaux-Arts de Montréal)</b>

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### Monday, August 19, 2013

7:00 am to 5:00 pm	<b>Registration</b>
7:00 am to 8:15 am	<b>Continental Breakfast</b>
8:15 am to 9:00 am	<b>Opening Ceremony and Remarks</b> George Ross, President of IPAC Jean-François Lisée, Honorary Chair of the 65th IPAC Annual Conference, Minister of International Relations, La Francophonie and External Trade



His Excellency the Right Honourable David Johnston, Governor General of Canada (by video)

9:00 am to 10:00 am	<b>Reinventing public administration through relationships with citizens and elected officials</b> <b>Keynote:</b> Jean St-Gelais, Secretary General and Clerk of the Executive Council
10:00 am to 10:30 am	Health Break
10:30 am to 11:30 am	<b>Keynote: How to Rebuild Trust Between Elected Officials, Citizens and Public Managers?</b> <b>Panelists</b> Jean-Guy Finn, former Secretary to Cabinet and Clerk of the Executive Council of the Government of New Brunswick Raymonde Saint-Germain, Public Protector, The Ombudsman Louis J. Duhamel, Partner, Deloitte, Quebec
12:15 pm to 2:00 pm	<b>Lunch and Galimberti Memorial Lecture</b>  <b>Speaker:</b> Michèle Thibodeau-DeGuire, Chair, Board of Directors, Corporation Polytechnique
2:15 pm to 2:55 pm	<b>Innovative Management Awards</b>
2:55 pm to 3:30 pm	Presentation by IBM
3:30 pm to 3:45 pm	Health Break
3:45 pm to 5:00 pm	<b>Concurrent Round Tables</b> <ol style="list-style-type: none"> <li><b>Comparative Canada-EU Social Policy Governance</b></li> <li><b>Helping Large Public IT Projects Succeed: Experiences from KPMG (U.S.)</b>  Eric Applewhite, Director Advisory KPMG N.Y.  Guillaume Lechasseur, Senior Associate KPMG N.Y.  Moderator : Maurice Couture, Department of Political Sciences, UQAM</li> <li><b>City of Quebec, Supporting Fact Based Decision Making</b>  Sylvain Boule, Director of Management Accounting, City of Quebec    Luc Ladouceur, Customer Account Executive, Loyalty - Public Sector SAS Canada    For the last 2 years the City of Quebec has been driving fact based decision making in support of financial and business strategies. This required reinventing the information that management had available to drive decisions. Using Activity Based Management concepts and methodologies, the City of Quebec managed to empower decision makers with the facts they needed to drive more informed decision. No one said it was going to be easy... come and learn about the challenges that had to be overcome and the successes to date. </li> <li><b>Provincial</b>  Dan Florizone, Deputy Minister, Ministry of Health, Saskatchewan (invited)  Debra Woodgate, Deputy Minister, Commissioner of the Manitoba Public Service Commission (invited)  Representative, Commission de la fonction publique du Québec (invited)</li> <li><b>Reinventing Government by Asserting Control (Adjudicated Papers)</b>  Rajeev Venugopal/ Greg Lutes, New Brunswick's Smart Regulations  Jordan Taft, Whither the PBO. A Review and Comparaison of the Office of the PBO and the Office of the Auditor General  Luc Godbout/Yves Trudel, Réforme des régimes publics de retraite : la pertinence des processus d'ajustement automatique  Moderator: Nancy Croll, Directrice administrative, Ressources humaines du secteur de la Couronne, Crown Investments Corporation, gouvernement de la Saskatchewan</li> </ol>
6:00 pm	<b>Evening is free</b>

**Tuesday, August 20, 2013**



## Appendix 23 for M.20130627001 (Issue Attachment: 1.20130627017)

7:00 am to 4:30 pm	<b>Registration</b>
7:00 am to 8:45 am	<b>Continental Breakfast - New Professionals</b>
9:00 am to 9:30 pm	<b>Keynote:</b> Alexandre Cloutier, Minister responsible for Canadian Intergovernmental Affairs, the Canadian Francophonie and Sovereignist Governance
9:30 am to 9:45 pm	Break
9:45 am to 10:45 am	<b>Plenary</b> Guy McKenzie, Deputy Minister of the Economic Development Agency of Canada for the Regions of Quebec Paul Whittaker, Deputy Minister, Municipal Affairs, Alberta Massimo Iezzoni, General Director, Communauté métropolitaine de Montréal
10:45 am to 11:00 am	Health Break
11:00 am to 12:15 pm	<b>Concurrent Round Tables</b> <ol style="list-style-type: none"> <li><b>1. Aboriginal</b> Gerald Cunningham, Chair of East Prairie Métis Settlement Council (invited) Grand Chief Konrad H. Sioui, Huron Wendat Nation, Wendake, Quebec (invited) Peter Dinsdale, Acting Chief Executive Officer, Assembly of First Nations <b>Facilitator:</b> tbc</li> <li><b>2. Putting the Wind into the Sails of Public Administration: Culture transformation that engages the public service to move forward</b> Can culture transformation make a real impact on public administration? Culture -- the values, norms, unconscious messages and subtle behaviours of leaders and employees -- can significantly hinder performance or enable an organization to succeed to new levels. In this interactive session, Mathé Grenier and Gerardo Delli Quadri will explore the drivers of culture transformation in the public sector and provide practical solutions to engage the public service to move forward.</li> <li><b>3. Aid on Demand: A Canadian Success Story in International Development</b> Canadian International Development Agency's Deployment for Democratic Development (DDD) program has initiated eighty-five projects to date in thirty-five countries around the world. IPAC has published a book chronicling this successful and unique approach to international development. The book's author and three DDD advisers will explore with you this under-the-radar success story. Maria Barrados, former President of the Public Service Commission of Canada Mary Gusella, former federal Deputy Minister Pierre Martineau, former federal public servant <b>Moderator:</b> Gordon Evans, International Consultant</li> <li><b>4. Reinventing Government in a Digital, Information Age (Adjudicated Papers)</b> Julie Stratton/Monalie Varia, Creating a Culture of Numeracy: Administrative and Organizational Requirements for Better Use of Data for Decision-Making; Amanda Clarke, Digital Government-Citizen Information Networks: Adaptations and Resistance in the Welfare Policy Sectors of Canada and United Kingdom Ian D. Clark/Leslie A. Pal, Where the Streets Have No Names: Mapping the Discipline of Public Management <b>Moderator:</b> Nancy Croll, Executive Director, Crown Sector HR, Crown Investments Corporation, Saskatchewan</li> </ol>
12:15 pm to 2:00 pm	<b>Luncheon and Keynote</b> <b>Keynote:</b> Wayne Wouters, Clerk to the Privy Council and Secretary to the Cabinet, Government of Canada Pierre De Celles Award Ceremony by Mr. Laurent Blanchard, Mayor, City of Montréal (invited)
2:00 pm to 2:45 pm	<b>Reinventing Public Administration from Inside</b> New public management (NPM) must be revisited in terms of what it has given to various players in the realms of politics and public administration, and to citizens more broadly. How to characterize the post NPM era? We will address the issues of gender, representation, consultation and



# Appendix 23 for M.20130627001 (Issue Attachment: 1.20130627017)

communication, as well as the contributions and limitations of technology in service delivery.

**Keynote:** Kevin Page, former Parliamentary Budget Officer

2:45 pm to 3:15 pm

Health Break

3:15 pm to 4:00 pm

Plenary sponsored by Open Text

4:15 pm to 5:30 pm

**Concurrent Round Tables**

## 1. Municipal

Karen Leibovici, president, Canadian Federation of Municipalities, Councillor, City of Edmonton, Alberta (invited)  
 Danièle Roy Marinelli, Mayor of the city of Lévis, Vice-president, Union des municipalités du Québec (invited)  
 Facilitator : Michael Meritt, Assistant Deputy Minister, Alberta Municipal Affairs

## 2. Federal: Building the Public Service of the Future Together

In his 20th Annual Report to the Prime Minister on the Public Service of Canada, the Clerk of the Privy Council talked about the need for "a clear and shared vision of what Canada's Public Service should become in the decades ahead."

Senior leaders have developed a vision to meet the demands of the future. It is a vision of a revitalized and world-class Public Service with a capable, confident and high-performing workforce that works collaboratively with citizens and stakeholders, equipped with the power of new technologies and who strives to seek innovative whole-of-government opportunities for improved efficiency and effectiveness. And it will be agile and able to anticipate and respond to the evolving needs of Canadians and the Government.

In the months ahead, departments and agencies will engage their employees in a dialogue on what the vision means for their respective areas of responsibility and what key areas of change are required.

Andrew Treusch, Commissioner of Revenue and Chief Executive Officer, Canada Revenue Agency  
 Louise Levonian, Associate Deputy Minister of Finance, Department of Finance Canada  
 Dr. Evert A. Lindquist, Director of the School of Public Administration, University of Victoria  
**Moderator :** Jacques Bourgault, Associate Professor at UQAM / ÉNAP, Consultant for COFAP Inc.

## 3. Culture –

Simon Brault, Director General, National School of Theatre; President, Foundation Culture Montreal; Vice-President, Canada Council for the Arts.  
 Moderator : Michel Saint-Denis

## 4. Reinventing Government at the Local and Community Level (Adjudicated Papers)

Zena Seldon/Afiz Rahman, Decision Making in Towns and Municipalities : Does Municipal Size or Regional Location Matter

Dr Hendrick Labuschagne, Local Government Institutions in South Africa  
 Ele Pawelski, Identifying Elements of a Sustainable Ontario Government – Non-Profit Sector Relationship  
 Kate Graham/Dr Cobhan, Did the Common Sense Revolution Reduce the Size of Municipal Government of Ontario  
 Moderator : Ken Armour, The Research Universities' Council of BC, Victoria, BC

6:00 pm to 7:30 pm

**President's Cocktail**

7:30 pm to 12:00 am

**Social Evening**



## Appendix 23 for M.20130627001 (Issue Attachment: 1.20130627017)

Wednesday, August 21, 2013

7:00 am to 8:30 am	<b>Continental Breakfast</b>
8:20 am to 8:30 am	<b>2014 Conference Preview from Edmonton</b>
8:30 am to 9:30 am	<p><b>Plenary: Reinventing public administration through lessons learned from the past and from the others</b></p> <p>Why do so many reforms disappoint or fail, while others mark an entire generation? We seek to understand and identify the factors responsible for this, with case studies drawn from here and elsewhere.</p> <p><b>Facilitator :</b> Kathy Brock, Professor, Queen's University</p> <p>Rolet Loretan, Director General, International Institute of Administrative Sciences</p> <p>Louis Bernard, Former Chief of Staff to Premier René Lévesque and former Secretary General of the Executive Council</p> <p>Maria Barrados, Former President, Public Service Commission of Canada</p>
9:30 am to 10:00 am	<p><b>Plenary</b></p> <p>Joe Eshun, Global Public Sector Priority Markets Leader and National Industry Leader, East Africa, Deloitte</p>
10:00 am to 10:15 am	<b>Health Break</b>
10:15 am to 11:15 am	<p><b>Arm Chair Discussion</b></p> <p>James Cherry, President and Chief Executive Officer, Aéroports de Montréal</p> <p>Pierre Pettigrew, former member of Parliament for Papineau and former Minister of Foreign Affairs, Government of Canada</p> <p>Jacques Bourgault, Associate Professor at l'UQAM / ÉNAP, Consultant for COFAP Inc.</p>
11:15 am to 11:45 am	<p><b>Special Presentation: L'Encyclopédie du patrimoine politique du Québec (EPPOQ) (Encyclopedia of Quebec's Political Heritage)</b></p> <p>Marcel Masse, President of EPPOQ, Project Creator</p> <p>James I. Gow, Professor Emeritus, University of Montreal</p> <p>Michel Sarra-Bournet, CEO of EPPOQ</p>
11:45 am	<p><b>Wrap up and Conclusion:</b> Tom Balfour, President, Institute of Public Administration of Canada – Montreal Chapter</p> <p><b>A Word from Outgoing and Incoming IPAC Presidents</b></p>

Please note: Program is in development and details are subject to change.



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Municipal Intern Budget

Total Budget	\$ 12,500.00						
PD Courses/Workshops	Amount	Total Mileage	Rate	For:	# of nights or km		Total
University Course (NACLAA Level 1) x2	\$ 1,418.00						\$ 1,418.00
Bashaw (Regional Workshop)	\$ 195.00		\$ 195.00		1		\$ 195.00
Ministry Workshops							
Intern Orientation	\$ -						
Hotels	\$ -		\$ -	for	0	night(s)	
Food			\$ 45.00		3		\$ 135.00
Intern Executive Week (November)							
Hotels			\$ -				
Food			\$ 45.00	for	5		\$ 225.00
Intern Wrap-Up and Transition (March)							
Hotels							
Food			\$ 45.00	for	3		\$ 135.00
Conferences:							
SLGM Mountain Refresher							
Food			\$ 45.00	for	3		\$ 135.00
Conference Fees							
ARPA Conference (Lake Louise, AB) October							
Mileage			\$ 0.52		\$ 1,330.00		\$ 691.60
Hotel	\$ 585.00						\$ 585.00
Food			\$ 45.00	for	3		\$ 135.00
Fees	\$ 450.00						\$ 450.00
LGAA Conference (Red Deer) (March)							
Mileage			\$ 0.52		690		\$ 358.80
Hotel	\$ 585.00						\$ 585.00
Food			\$ 45.00		3		\$ 135.00
Conference Fees	\$ 420.00						\$ 420.00
ARMAA Conference (Lethbridge) (September)							
Mileage			\$ 0.52		490		\$ 254.80
Hotel	\$ -						\$ -
Food	\$ -		\$ 45.00	for	3		\$ 135.00
Conference Fees	\$ 340.00						\$ 340.00
IPAC Conference (Montreal, QC) (August)							
Hotel			\$ 195.00	for	4		\$ 780.00
Flights	\$ 600.00						\$ 600.00



Mileage			\$ 0.52		350		\$ 182.00
Fees	\$ 895.00						\$ 895.00
Food			\$ 45.00		4		\$ 180.00
AAMDC (Edmonton) (November)							
Food			\$ 45.00	for	3		\$ 135.00
Fees	\$ 450.00						\$ 450.00
AAMDC (Edmonton) March							
Food			\$ 45.00		3		\$ 135.00
Fees	400						\$ 400.00
Alberta Municipal Clerks Association (April)							\$ -
Mileage			\$ 0.52		300		\$ 156.00
Hotel			\$ 195.00		2		\$ 390.00
Food			\$ 45.00	for	2		\$ 90.00
Conference Fees	\$ 150.00						\$ 150.00
ASB Tour- Bonnyville							
Fees	\$535						\$ 535.00
Mileage			0.52		390		\$ 202.80
Hotel							
Total Expenses				Total Expenses			\$ 11,614.00
Remaining Budget				Remaining Budget			\$ 886.00





*County of St Paul No 19*  
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## Issue Summary Report

### ARPA CONFERENCE - OCTOBER 24-26

#20130711001

Meeting : July 16, 2013

Meeting Date : 2013/07/16 10:00

#### Background

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The Alberta Recreation & Parks Association Conference is scheduled for October 24-26, 2013 in Lake Louise, AB. We are looking for approval for Kyle Attanasio to attend.

More information can be viewed on the ARPA website  
<http://arpaonline.ca/events/2013-ifpra-congress/overview/>.

Please note that this conference was also included on his Professional Development budget.

#### Recommendation

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That Kyle Attanasio be approved to attend the Alberta Recreation & Parks Association Conference in Lake Louise on October 24-26, 2013.

#### Additional Information

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Originated By : KAttanasio





# ARPA & IFPRA

## CONFERENCE AND ENERGIZE WORKSHOP

WORLD  
CONGRESS

LAKE LOUISE, AB

OCT. 24-26, 2013

[www.ifpra2013.arpaonline.ca](http://www.ifpra2013.arpaonline.ca)



IFPRA  
2013

new horizons  
learning together



Government  
of Alberta



# PROGRAM MATRIX

**IFPRA** new horizons  
2013 learning together

Key	No Credits	1.0 CPLS Credit	1.5 CPLS Credits	2.5 CPLS Credits
	 Content Relevant to Energize Delegates		 Parks Stream Sessions	

Wednesday, October 23	ARPA Board & Ifpra Commissioners Only	8:30-10:30 am	Ifpra World Executive Meeting	
		10:30-12:30 pm	Ifpra Commissioners Workshop	
		12:30-1:30 pm	Lunch	
		1:30-3:30 pm	Ifpra Europe Commission Meeting & Asia-Pacific Commission Meeting	ARPA Board of Directors Meeting
		3:30-5:30 pm	Ifpra World Commissions Meeting	
		6:30-8:30 pm	Ifpra Commissioner and ARPA Board of Directors Dinner Fairview Dining Room	
		8:30-11:00 pm	Reception Alpine Room	

<b>Thursday, October 24</b>	<b>Pre-Conference Workshops</b>	9:00am-Noon	<b>PC1</b> The Benefits of Parks and Open Spaces Anders Busse Nielsen (SWE) & Chris Lemieux	<b>PC2</b> Where Do You Think You're Going? A Workshop on Active Transportation Robert Voigt	<b>PC3</b> Explorations in Recreation Foresight and Innovation Ruben Nelson, Ken Balmer, Chris Szabo & Kim Sanderson	<b>PC4</b> Let's Get Dirty! Bringing Back Nature Play: A Conservation Café Elizabeth Halpenny, Nancy Spencer-Cavaliere, Bethan Kingsley, Mary Ann Rintoul, Allison Pratley & Lisa Tink	<b>PC5</b> Corporate Sponsorship and Naming Rights as a Funding Solution Judy Haber	
		1:00-4:00 pm	<b>PC6</b> Ifpra Certification, Competencies and the Ifpra Academy Christy Boylan (IRL), Stephen A. Wolter (USA) & Austin Hochstetler (USA)	<b>PC7</b> Exploring the Health Values of Parks Paul Allison	<b>PC8</b> Growing Green: A Conservation Design Workshop Chris Manderson & Scott Lockwood	<b>PC9</b> Natural Playgrounds: A Hands-On Workshop on how to Justify, Design, Build, Maintain, and Comply Adam Bienenstock & Robert Voigt	<b>PC10</b> National Recreation Agenda: Two Years After the Summit Brian Johnston	<b>PC11</b> PLAY Tools: Physical Literacy Assessment for Youth Workshop Ashley Fox
		5:00-6:00 pm	Cocktail Reception					
		6:00-8:00 pm	Opening Ceremonies Banquet Ifpra World President Installation Keynote Address - Adam Bienenstock & Robert Voigt - Urban Nature					
		8:00-11:00 pm	Social - Celebration of Alberta					



# PROGRAM MATRIX













IEFRA new horizons  
2013 learning together

Friday, October 25	7:00-8:30 am	Breakfast				Energize Breakfast		
	8:30-9:30 am	A1	A2	A3	A4	A5	A6	A7
		Recreation as Right not Privilege: Impact on Poverty / Social Policy Joseph Levy & David Legg	Making a 350 Year Old Urban Park Relevant Through Diverse Events & Activities/ Making Costs Visible Margaret Gormley (IRL) / Anna Steidle (DEU)	The Active Alberta Policy: Implementation at the Local Level Damien Traverse & Lisa Tink	Nature-based Tourism in the Beaver Hills Paul Radchenko	The Business of Recreation: Building Alternate Revenues Mark Edwards	Connecting Children to Nature: Easier Said Than Done!! Kim Sanderson	Effective Leadership for Changing Times Joe Grainger
	9:30-10:00 am	Transition Break						
	10:00 - 11:00 am	B1	B2	B3	B4	B5	B6	B7
		Foresight and Innovation in Recreation and Parks Ruben Nelson, Kim Sanderson & Chris Szabo	Legacy, Resilience and the Future in Parks Neil McCarthy (AUS)	Reviving Children's Active Free Play Nicholas Holt/ University of Alberta Grad Students	Global Trends in Urban Park Development / A Partnership-Based Management System at a Satoyama Park in Tokyo Yoritaka Tashiro & Mari Yajima (JPN)	New Horizons: Learning Together for the Future of Recreation and Parks in Alberta Bill Wells, Lara Fenton & Craig Cameron	i-leisure: How Consumer Leisure is Changing the Role of Public Recreation and Parks Joe Pavelka	Rebuilding after a Natural Disaster Toru Minegishi (JPN)/ Derek Roozen (NZL)
	11:00-11:30 am	Refreshment Break						
	11:30-12:30 pm	C1	C2	C3	C4	C5	C6	C7
		Rouge National Urban Park: Greater Toronto Area (GTA) Pam Veinotte	Matching Governance to Outcomes Mr Denis Pointin (AUS)	Convenient Living Is Killing Us: Yet There Is Hope Sue Scott; Dr. Dwayne Sheehan & Nadine Van Wyk	Another Way? The UK Park Trust Model / Personal Dreams for the Public Good James McCulloch (UK) / Manda Wilde	Saving Your Community Co-operatively: Unleashing Local Capital Dan Ohler	Aboriginal Youth Development and Physical Activity Audrey R. Giles	Collaborative Planning and Action for Community Sport and Recreation Development Panel
	12:30-2:00 pm	Luncheon						
	2:00-3:30 pm	D1	D2	D3	D4	D5	D6	D7
		Playgrounds from Scratch / Community Gardens in Basel, Switzerland Emanuel Trueb (CHE)	PARKS: Sharing Together / Learning Together / International Communication + International Solutions = Local Success Christopher Rutherford (NZL)/ Todd Reichardt & Pekka Engblom (FIN)	Recreation and Health: Partners for Wellbeing Dr. Trevor Hancock	How to organize Volunteer Work in Recreation and Parks Elina Nummi & Riitta Partanen (FIN)	Public Recreation: Engaging the Community Through Mobile Programming / Enjoy Your Park in a New Way: be Mobile! Deb Maxwell & Jodi DiCastri / Ms. Sari Suomalainen (FIN)	The Power of Coalitions: Positive Outcomes for Alberta Children through Community Development Dianna Souveny & Laurie Lafortune	30 years of Sport Tourism in Canada: What Have We Learned? Bob Yates
	3:30-6:30 pm	Activity & Poster Sessions Hikes / Student Poster Session / Traditional Games Workshop						
	6:30-10:30 pm	Trade Show Dinner and Social						



# PROGRAM MATRIX

**IFPRA**  **new horizons**  
**2013**  **learning together**

Saturday, October 26	7:00-8:30 am	Breakfast							
	8:30-10:00 am	<b>E1</b>  Urban Green Structure as a Means of promoting Public Health and Wellbeing / How Parks and Recreation Spaces Contribute to Health Torgeir Esig Soerensen (NOR) / David Aldous (AUS)	<b>E2</b>  Calgary's Environmental & Educational Strategic Plan / Reshaping a City and a Parks System with Biodiversity Kym McCulley & Joe Pavelka / Chris Manderson & Steven Snell	<b>E3</b>  Finding Solutions for Making Recreation Accessible for More Albertans Bethan Kingsley & Allison Pradley	<b>E4</b> The Canadian Index of Wellbeing and the Contribution of the Leisure and Culture Domain to the Quality of Life Bryan Smale	<b>E5</b>  Working Together: A Review of Successful Joint Use Agreements Panel	<b>E6</b>  Conservation Ethic and Experiential Education: A Walk in the Park! / Duke of Edinburgh Awards James Bartram & Dave Rodney	<b>E7</b>  Exploring New Horizons in Community Recreation Infrastructure and Programming AUMA Panel	<b>E8</b> Speed Dating with Students Panel
	10:00-12:00pm	Ifpra Regional General Assemblies Ifpra World Assembly ARPA Annual General Meeting							
	12:00-1:30 pm	Luncheon - ARPA Volunteer Recognition Awards							
	1:30-2:45 pm	<b>F1</b>  A Natural Relationship Brian Keating	<b>F2</b>  Hosting Winter Festivals: The Ice on Whyte Experience Sheila Campbell & Wanda Bornn	<b>F3</b>  Cross Cultural Learning Mount Royal University Faculty & Students	<b>F4</b>  Off Leash Management Panel	<b>F5</b> In Pursuit of an Alberta After School Recreation Agenda Damien Traverse & Lisa Tink	<b>F6</b>  The FCM Report Card and the Importance of Asset Management for Recreation and Parks Adam Thompson & Todd Reichardt	<b>F7</b>  Encouraging Diversity in Your Community: Learnings from the ACE 'Diversity Friendly' Communities Barb Pedersen & Janet Naclia	
	2:45-3:15 pm	Refreshment Break							
	3:15-4:30 pm	Closing Keynote - Tonya Surman - The Collaborative Economy							
	4:30-6:00 pm	Ifpra Banquet and ARPA Presidents Awards Banquet							
	6:00-11:30 pm	Social - Celebrating Together							





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## Issue Summary Report

### 2013 STRATEGIC PLAN UPDATE - 2ND QUARTER

#20130709001

Meeting : July 16, 2013

Meeting Date : 2013/07/16 10:00

#### Background

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The 2013 Strategic Plan which has been updated for the 2nd quarter is attached.

#### Recommendation

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Motion to accept the 2nd Quarter of the Strategic Plan as information.

#### Additional Information

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Originated By : skitz



Vision:

“The County of St. Paul is a vibrant community which values a high quality of life, balancing rural heritage with a diverse economy”

This Strategic Plan provides Council’s priority direction to administration in moving St. Paul County forward in achieving the vision.

All direction give to administration is to be fulfilled adhering to the values of the County:

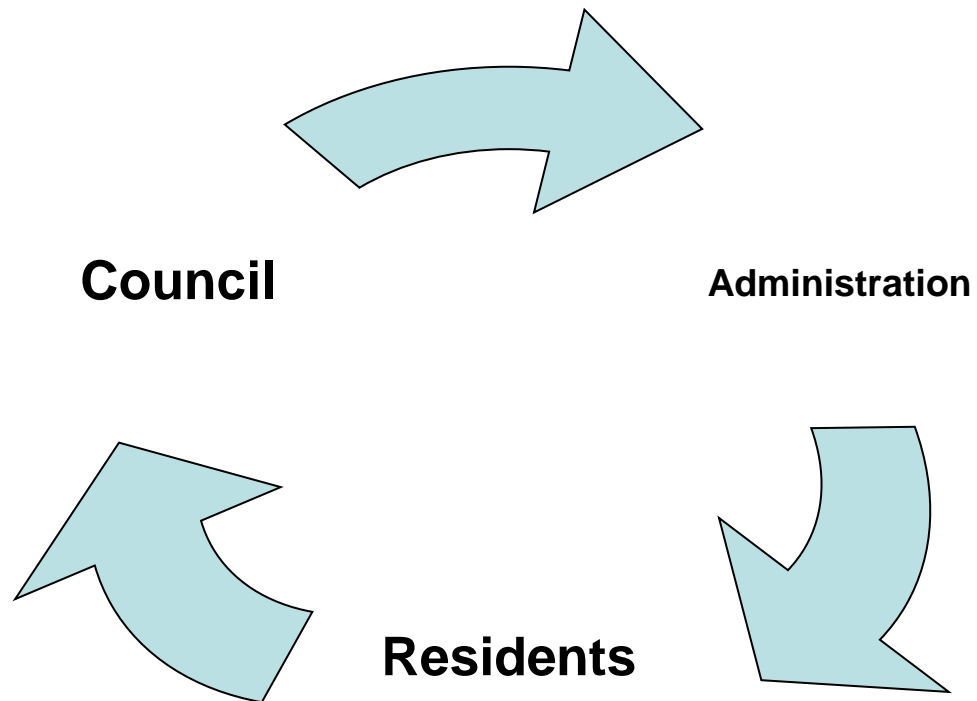
- ☐ Balance
- ☐ Respect
- ☐ Fairness
- ☐ Integrity
- ☐ Accountability
- ☐ Service/Serving

“Strategic Planning is a process by which we can envision the future and develop the necessary procedures and operations to influence and achieve that future”

– Clark Crouch

# Strategic Business Plan

County of St. Paul No. 19





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Goal 14 – Library	-----



**County of St. Paul  
Strategic Business Plan – 2013**

**Vision:**

The County of St. Paul is a vibrant community which values a high quality of life, balancing rural heritage with a diverse economy

**Core Values:**

- ☐ Balance
- ☐ Respect
- ☐ Fairness
- ☐ Integrity
- ☐ Accountability
- ☐ Service/Serving

**Guiding Principles:**

- 1) Balance the rural character of the County with regional vitality, orderly growth and diversified economic opportunities.
- 2) Promote environmental stewardship and conservation of natural resources.
- 3) Foster innovation and research to improve the community.
- 4) Seek collaborative approaches for effective service delivery and quality of life improvement.
- 5) Strive for operations efficiency and stability to provide affordable services to residents.



**Sustainable Priorities:**

- Preserve the rural character of the County through the conservation of the quantity and quality of the agricultural land, maintaining the beauty and accessibility of the lakes, and good partnerships with urban neighbors.
- Encourage environmentally sound and sensitive development.
- Allow development in such a manner as to limit the removal of higher capability agricultural land, not put undue pressure on the natural environment or the provision of services and not cause unacceptable adverse effects on the agricultural economy and community.
- Utilize natural resources to promote economic diversification which is compatible with the rural environment and environmentally sound so that all residents may enjoy optimum working and living standards.
- Continue to support and promote sustainable and enhanced agricultural research, activities and practices to achieve the rational diversification and intensification of agricultural activities and a profitable and sustainable future for producers.
- Seek inter-municipal plans and cooperative service agreements such that they continue to support better relationships among rural and urban residents, better services and efficiency of services.
- Encourage the development and expansion of institutional facilities to meet the educational, social, religious and cultural needs of residents.
- Ensure the provision essential services such as emergency services, health services, education and gathering places for social and religious activities, to support the renewal and enhancement of vital components of rural lifestyle and quality of life.
- Support the continued, orderly growth of the incorporated urban centers so they can continue to provide a range of commercial, industrial, residential and institutional services to the wider community.
- Minimize the negative impact on the land by encouraging good stewardship of the land.
- Minimize conflicts between agricultural and non-agricultural land users.



**Goal 1 – Governance**

**Goal 1. Council uses a “rural filter” in making all decisions and models transparent, participatory and inclusive leadership**

Action	Lead	Target Date	Quarterly Report
Host Annual Meeting	Council/Sheila	April 2013	<b>Quarter 1 – Annual meeting held May 2 – 27 people attended.</b>
Explore concept of posting information with regard to Councilor costs more often than within annual report	Council	1 <sup>st</sup> quarter	<b>Quarter 1 – No action taken yet.</b>

**Goal 2 – Administration**

**Goal 2: Excellence in services provided by Administration is premised on ensuring Council is well-informed, strengthening ties with community partners, building effective working relationships with government, promoting the rural character of St. Paul County and building corporate capacity.**

Action	Lead	Target Date	Quarterly Report
Complete an asset management project to determine life of assets within municipality	Sheila/Darlene	Dec 2013	<p><b>Quarter 1 – Accurate Assessment still working on road identification for 1 miles segments of road. Following their work, Urban Systems will complete Engineering Standards which will take into account Road Classifications. Darlene and Bryan scheduled to attend an Asset Management Course in Red Deer in June – this course will result in the Asset Management Plan</b></p> <p><b>Quarter 2 – Bryan and Darlene attended Course and came out with Basic Asset Management Plant for Utilities. Darlene to finalize then proceed with other departments. Bryan to present Asset Management Policy to Committee for consideration. (B&amp;D).</b></p> <p><b>We are hoping to have the road information completed by August. (Sheila)</b></p>
Coordinate ads from County to create a “County” area/page in the	Sheila/Janice	Jan 2013	<b>Quarter 1 - – Phyllis has coordinated this with the St. Paul Journal. Katie from FCSS is coordinating the County’s ads –</b>



St. Paul and Elk Point newspapers			they are located on page 8 Quarter 2 – <b>Implemented and ongoing.</b>
If grant application under the Community Broadband Infrastructure program is successful, implement the program to ensure high speed internet is available for all residents of the County of St. Paul	Sheila		Quarter 1 - The County was successful in obtaining the Community Broadband Infrastructure grant. We will be erecting 9 new communication towers in the County that will increase the ability to connect to high-speed internet. Quarter 2 - <b>Agreements have been signed with Province and MCSNet regarding the project. Grant funds have been received. The project is currently in the hands of MCSNet – completion date to be March 2014.</b>
Implement automated vehicle locating (GIS)	Sheila	Summer 2013	Quarter 1 – AVL equipment installed in Fire equipment, not running live yet. When this is complete, Administration will evaluate which other County vehicles to implement the system in. Quarter 2 - <b>All Fire departments have had training regarding AVL as well as the 911 Dispatch Centre and 2 admin staff. Fire departments should be running on AVL system now.</b>
Implement GPS for 911	Sheila	1 <sup>st</sup> quarter 2013	Quarter 1 – the 911 Dispatch is set up to use the AVL system for routing fire vehicles. Quarter 2 - <b>911 Dispatch has access to the AVL software and is now routing fire trucks. Complete.</b>
Send out Fridge Magnet with Emergency numbers and spot for residents to put their rural address on – to be sent with Tax Notices, will be part of Welcome Package in the future	Linda/Janice	May 2013	Quarter 1 - Received magnets and going in tax notices Quarter 2 – <b>Completed all tax notices had a magnet inserted.</b>
Host a Municipal Intern in the Administrative Program if the grant app is successful	Sheila/all departments	Start May 2013	Quarter 1 – Grant application was successful. An Intern was recruited in February. Kyle Attanasio was hired and started work May 6. Quarter 2 - <b>Kyle is working a lot on policy and bylaw development. In addition he is spending time with PW, P&amp;D, ASB, Bylaw Enforcement when situations arise that he will have a learning opportunity.</b>
Administration - Policy			



Action	Lead	Target Date	Quarterly Report
Explore dust control matrix – policy regarding who would qualify for free dust control, possible payment or contribution to dust control if not meeting requirements	Sheila/Leo	April 2013	<b>Quarter 2 - Policy to be discussed in July</b>
Bylaw to ensure consistent speed limits within subdivisions	Sheila/Leo	January 2013	<b>Quarter 2 – Bylaw passed. Complete.</b>
Pathways at lake subdivision policy	Sheila	Summer 2013	<b>Quarter 2 – Policy adopted. Complete.</b>
Fee Schedule Bylaw/Policy	Sheila	Summer 2013	<b>Quarter 1 – Fee Schedule Bylaw adopted.</b>
Explore policy development regarding building of roads for access to subdivision or development. Who Pays? County or Developer?	Sheila	April 2013	<b>Quarter 2 - This is being determined in the Engineering Standards – to be discussed with Council in August.</b>
Road Access/Approaches Policy – need to look at different fees – minimum cost	Sheila	April 2013	<b>Quarter 1 – Policy regarding approaches has been adopted</b>
Bridge File replacement – policy to ensure that road construction required for Bridge File is automatically included in road planning	Sheila	April 2013	<b>Quarter 2 – No action yet.</b>

Administration - Building Corporate Capacity			
Action	Lead	Target Date	Quarterly Report
Succession planning processes that will ensure staff are ready for new roles as senior staff retire in the coming years. \$25,000 (explore development of manuals, or	Sheila	Dec 2013	<b>Quarter 1 – following approval of budget, leadership/effective team work courses have been scheduled for staff. Looking to offer the courses to permanent staff over the course of time. These courses will provide staff with necessary skills to be effective team players and leadership skills should they currently</b>



leadership building courses for promotion of internal staff)			be or in the future take on a management role.
Complete review of job duties for all positions to ensure they are clearly defined	Sheila/Managers	Dec 2013	Quarter 1 – no action taken Quarter 2 – <b>no action taken</b>
Team building for all staff – minimum of 2 events per year	WHSC	Fall 2013	Quarter 1 – team building event held April 17.
Training for First Responders in rural addressing	Linda	1 <sup>st</sup> quarter 2013	Quarter 1 – no action taken yet Quarter 2 - <b>Fire departments will be routed by 911 Dispatch who is using rural addressing with the AVL system.</b>
Explore Short Term Disability benefits	Tim	1 <sup>st</sup> quarter 2013	Quarter 1 – this was evaluated during the budget process – was decided not to implement in 2013.

**Goal 3 – Assessment**

**Goal 3: Assessment meets “best practice” standards, ensuring fair taxation for residents and businesses.**

Action	Lead	Target Date	Quarterly Report
Succession Planning – Head Assessors plans to retire in 2014. Will we continue in-house or combo or contract out?	Glen	1 <sup>st</sup> quarter	Quarter 1 – During budget process Council decided to not budget to replace assessor, but to look at a highbred approach for Assessment following his retirement. This would entail sending out an RFP later in 2013 for contract assessment whiles still having one in-house assessor. Quarter 2 –

**Goal 4 – Economic Development**

**Goal 4. Economic development that is environmentally sound, focuses on sustaining agriculture, enhancing rural-based oil and gas utilization or is compatible with rural lifestyle, is encouraged**

Action	Lead	Target Date	Quarterly Report
Participate in provincial government Community Investment Readiness Strategy – a report card of our Economic	Sheila	Dec 2013	Quarter 1 – Sheila is participating in this strategy. Will work with the Intern to achieve some of the goals in the strategy – updating of webpage is important outcome.



Development readiness			<b>Quarter 2 – CIR meeting in June – regarding investor calls – was provided analysis as to where we can improve. Plan to host a meeting with our neighbours and Chambers of Commerce so we can best support each other so we can effectively attract investment into our community – inconjunction with HUB.</b> <b>Quarter 3 –</b>
Work together with partners to make grant application for study for affordable housing/housing for our community. FCSS, HUB, Industry		1 <sup>st</sup> quarter	<b>Quarter 1 – no action taken</b> <b>Quarter 2 – no action taken</b>

**Goal 5 – Fire/Disaster Services**

**Goal 5: Fire and Disaster services increase safety for residents and respond to rural living as effectively as possible**

Action	Lead	Target Date	Quarterly Report
Take a lead role in facilitating the development of a regional emergency management and disaster social services plan	Janice, Dennis, Sheila	Summer 2013	<b>Quarter 1 – Janice has been working on our Emergency Management Plan, no work has been done on regional plan at this point. Completed in draft for review</b> <b>Quarter 2 - Janice attended ESS Training and has a manual completed for ESS. Kyle will be working up completing the Provincial template which will effectively update the County's plan. We will meet with our Stakeholders to ensure that we agree on locations for Reception Centres/EOC's/Etc. Plan to bring updated plan to Council by September.</b>
Tender/Build Ashmont/Mallaig Fire Hall	Dennis	January 2013	<b>Quarter 1 – Fire Halls for Ashmont and Mallaig have been tendered out and awarded. Will be completed in 2013.</b> <b>Quarter 2 - Ground breaking occurred for both halls. Water lines have been installed to each building. Building foundations are complete and building packages have arrived are being erected.</b>
Training required for emergency preparedness and to be part of provincial team (e.g. DSS, CISM)	Janice	Dec 2013	<b>Quarter 1 - May 8 &amp; 9 DSS &amp; R&amp;I Janice has been scheduled to take training.</b> <b>Quarter 2- Janice attended ESS Training and has a manual</b>



training)			<b>completed for ESS. Kyle will be working up completing the Provincial template which will effectively update the County's plan. We will meet with our Stakeholders to ensure that we agree on locations for Reception Centres/EOC's/Etc. Plan to bring updated plan to Council by September.</b>
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**Goal 6 – Protective Services****Goal 6: Efficacious law enforcement**

Action	Lead	Target Date	Quarterly Report
Develop a plan to clean up unsightly areas	Sheila	1 <sup>st</sup> quarter 2013	Quarter 1 – no action taken on this yet Quarter 2 - <b>Working on unsightly premises bylaw.</b>

**Goal 7 – Public Works/Transportation/Safety****Goal 7: Services provided by Public Works minimize negative impact on agricultural land, are provided in a safe, cost-effective manner and enhance quality of life for residents.**

Action	Lead	Target Date	Quarterly Report
Implement SCC Gravel Levy and determine use of funds collected	Leo/Sheila	1 <sup>st</sup> quarter 2013	Quarter 1 – Gravel Levy Bylaw was presented to Council in the 1st quarter – it received 1st reading – a meeting was set up for Gravel Pit Owners/Operators – the bylaw did not pass 2nd reading.
Review private sales of gravel (e.g. rates, whether to continue selling)	Leo	January 2013	Quarter 1 - Council decided to change the rate for private sale of gravel. New rate is \$15/yard up to 20 yards. \$25/yard over 20 yards – to a maximum of 100 yards.

**Goal 7A: Road system is maintained and upgraded on a regular basis to ensure safety and good quality roads**

Actions	Lead	Target Date	Quarterly Report
Road and Bridge Construction			
Develop a plan for the control of vegetation along County roadways to increase visibility and safety	Leo/Dennis	1 <sup>st</sup> quarter 2013	



MG30 Trial for road oiling	Leo/Ken	Summer 2013	<b>Quarter 2 - Council instructed Administration to try a couple of test road using MG30 as a dust suppressant – PW to coordinate during the summer months.</b>
Explore the costs and process of paving all subdivisions	Leo	January 2013	<b>Quarter 1 – Public works invited paving companies to provide quotes to pave all subdivisions. Based on the quotes received at the April Council meeting, Council resolved to complete the project and to work with the low bidder.</b> <b>Quarter 2 – Paving project is complete. Crew is currently going through the subdivisions to put gravel down in the driveways where there is a big difference from the height of the pavement to the driveway.</b>
See Appendix A for listing of road and bridge construction	Leo		
See Appendix B for listing of oiling and dust control	Leo		
<b>Goal 7B: Public works equipment is maintained and upgraded on a regular basis</b>			
<b>Action</b>	<b>Lead</b>	<b>Target Date</b>	<b>Quarterly Report</b>
Shop building efficiency – lighting and overhead doors, air handling and heating.	Sheila/Ken	August 2013	<b>Quarter 2 – started in 2012; lighting is complete</b> <b>Quarter 1 – Retrofits to the PW Shop were tendered and opened on April 30. Council to determine if the tender will be awarded at the May Council meeting.</b> <b>Quarter 2 - Tender awarded. Work is commencing on the HVAC systems.</b>
See Appendix C for listing of equipment purchases	Leo		
Install GPS on defined equipment	Sheila/Linda	Dec 2013	
Auto greasers on defined equipment	Leo	Summer 2013	

<b>Goal 7C: Successful Safety</b>			
<b>Actions</b>	<b>Lead</b>	<b>Target Date</b>	<b>Quarterly Report</b>
Have a more organized safety orientation process to ensure all	Bryan	ongoing	<b>Quarter 1 - Training of new hire employees is commencing as they are hired.</b>



new employees receive training before beginning work.			
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**Goal 8 - Utilities**

<b>Goal 8: Utility systems are maintained and upgraded on a regular basis to ensure effective and efficient delivery of services</b>			
<b>Action</b>	<b>Lead</b>	<b>Target Date</b>	<b>Quarterly Report</b>
Install new water meters in Lottie Lake, Ashmont, Mallaig		Lottie Lake – 1 <sup>st</sup> quarter Ashmont/Mallaig – Dec 2013	<b>Quarter 1 - Water meters have been installed in Lottie Lake. Water meters for Ashmont and Mallaig are being ordered and installation will be scheduled.</b> <b>Quarter 2 – The water meters have arrived for Ashmont and Mallaig – an installation plan will be developed and implemented soon.</b>
Improve communication in Utility Department – work order systems, weekly meetings, communication protocols		January 2013	<b>Quarter 1 - Communication is improving with Bryan, Danny and Ron discussing operations regularly.</b>
Work towards improved water quality in Ashmont and Mallaig - Determine water supply for Ashmont, Lottie Lake – WTP or Transmission line from Spedden - Move Wiggen Test plant to Mallaig following Ashmont project to enhance water quality there		WTP – March 2014  Test Plant – spring 2013	<b>Quarter 1 - Ashmont Water Treatment plant detailed design is complete. As of April 30, ready for tendering. Administration to liaison with AT to determine if projects that exceed the approval will be funded....this will be part of any tender document. Council to determine if we proceed to tender at the May Council meeting.</b> <b>Quarter 2 - Ashmont Water Treatment Plant was tendered out. Council to determine if tender will be awarded following review by Alberta Transportation – and approval by Transportation to cover the unfunded portion – when they are able.</b>
Locate all cc valves with accurate GPS equipment and put in GIS system		Summer 2013	<b>Quarter 1 – GPS equipment ordered. Ongoing</b>
Explore joint Lagoon with the County of Two Hills for Lac Sante area	Sheila	Summer 2013	<b>Quarter 2 – No discussion on this item</b>
Explore Tank loaders for non-potable water	Sheila, Dennis, Leo	Fall 2013	Quarter 1 – Quarter 2 –



When requested, explore providing water to Developments	Sheila	2013 as requested	
Decommission non-potable wells in subdivisions on municipal land	Utilities staff	Summer 2013	<b>Quarter 2 – have disconnected power to the municipal well in Crestview.</b>
Make application under new Federal Program for upgrade of water distribution systems in Lottie Lake, Ashmont, Bayview Beach, potential Co-ops off St. Paul/Elk Point line (with the municipal portion funded by residents)	Sheila/Tim	When announced	<b>Quarter 2 – Program will not be open for applications until 2014.</b>
Upgrade Mallaig lagoon for sewage truck dumping	Bryan	Summer 2013	<b>Quarter 2 – in permit stage Quarter 1 – this project has been deferred to 2014 – will change location of proposed road to access the lagoon. Quarter 2 - An agreement has been signed with Bill Manchura providing the County access through his property in order for sewage trucks to dump at the lagoon without using back alley access. Planning and Development to re-send info regarding the development to residents and affected parties. PW to work on getting permits to construct road to the lagoon from the Transfer Station road.</b>
Implement preventative maintenance program for utilities	Bryan	January 2013	<b>Quarter 1 - Ongoing</b>

### Goal 9 – Waste Management

<b>Goal 9: Waste management enhances and encourages “best practices” in waste disposal</b>			
<b>Action</b>	<b>Lead</b>	<b>Target Date</b>	<b>Quarterly Report</b>
Waste Storage Sites for Garner Lake and Perch Lake	Dennis	Fall 2013	<b>Quarter 2 – Will completed clay – Gravel pad at Perch Lake</b>
Negotiate agreement with Smoky Lake regarding non-county use of transfer stations vs. lagoon use	Dennis	January 2013	<b>Quarter 1 – draft agreement proposed to Smoky Lake County – waiting for their feedback. Quarter 2- Agreement has been signed by both parties. First garbage collection to take place prior to the July long weekend.</b>

### Goal 10 – FCSS

<b>Goal 10: FCSS services conserve and enhance the rural lifestyle of residents.</b>
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<b>Actions</b>	<b>Lead</b>	<b>Target Date</b>	<b>Quarterly Report</b>
Meet the target set by the province to spend 50% of the budget on children and youth programs	Janice	Dec 2013	
Assist the general public with ongoing support and direction including the Alberta Seniors program	Janice	ongoing	
Implement County welcome packages	Janice	Summer 2013	<b>Completed April 1/13 Quarter 2 - Ongoing</b>
Hold a senior's clinic on Alberta Seniors Benefits programs once per year	Janice	Fall 2013	<b>Aug 14/13 – Mallaig Aug 15/13 – St. Paul</b>
Apply for New Horizon Grant for Elder Abuse Awareness	Janice	Spring 2013	<b>Quarter 2 – Grant application completed and mailed June 19, 2013. However we could not apply for Elder Abuse Awareness again, so the application has been for a Pickle Ball Court to be constructed at Westcove.</b>
Organize a Seniors Festival	Janice/Katie	Dec 2013	
More recognition and involvement of small communities	Janice	ongoing	<b>Volunteer week; Acknowledged all our rural communities with Certificates &amp; Mugs</b>
Provide support to Rural Crime Watch as requested	Janice	ongoing	<b>Ongoing- Provide assistance with meeting minutes &amp; agendas</b>
Have joint board meetings with the Town of St. Paul FCSS twice per year to insure no overlap of services	Janice	Dec 2013	<b>April 3, 2013 October 1, 2013</b>
Update FCSS policy and procedure manual as required	Janice	ongoing	<b>Quarter 2 - On going</b>
Continue to build on the Welcome Baby Program in partnership with the Town of St. Paul FCSS	Janice	ongoing	<b>Included Portage college as a partner</b>
Continue to run Ashmont summer	Janice	Summer 2013	<b>Quarter 2-hired the staff and the program starts July 23,</b>



program			<b>2013.</b>
Continue Moms N Tots in Mallaig and Ashmont	Janice	ongoing	<b>Increase in numbers for Mallaig</b>
Assist residents with volunteer income tax program	Janice/Katie	April 2013	<b>Completed</b>
Organize Block parties – Mallaig, Ashmont, Heinsburg, Lottie Lake	Janice	Summer 2013	<b>Ashmont July 1/13. Mallaig declined this year. Quarter 2 – Heinsburg also declined.</b>
Explore ideas for more family activities	Janice	ongoing	<b>Quarter 2- Ashmont Canada Day is a big family event.</b>
Complete outcome measures as required by the Alberta Gov't	Janice	Dec 2013	<b>Completed 2012 waiting for 2013 Quarter 2- Outcomes completed just waiting for the province to request them.</b>

### Goal 11 – Agriculture

**Goal 11: Agricultural services are designed to assist the continuation and enhancement of agricultural activities.**

<b>Actions</b>	<b>Lead</b>	<b>Target Date</b>	<b>Quarterly Report</b>
Implement the AIMS system through Accurate Assessment to GPS location and actions taken on weed infestations in the County	Keith/Jack	April 2013	<b>Quarter 1 – equipment for AIMS system ordered – to be implemented in May. Quarter 2 - Equipment has been received and staff have been trained. Complete.</b>
GPS on mowing equipment	Keith/Jack	April 2013	
Work with highway maintenance contractor to ensure weeds are controlled around those highways	Dennis/Keith	April 2013	<b>Quarter 2 - Agreed to do some weed control along highways in troubled areas. Costs covered</b>
Purchase a 7 ft. rotary mower for smaller areas – subdivisions \$5000	Keith/Jack	May 2013	
Coyote Bounty for predation control - \$20,000 for Jan-Mar 2013 and additional \$10,00 for fall 2013	Keith /Jack	Dec 2013	<b>Quarter 1 – Program has ended for the spring with 944 coyotes/1 wolf brought in (in 2012 over 1400 coyotes were brought in). \$10,000 left in the budget to commence the program again in November 2013. Quarter 2 –</b>
Beaver control policy (address	Dennis/Keith	Summer 2013	<b>Quarter 1 – Resolutions were made at the ASB meeting in early</b>



problem and private land issues)			<p>May that will be developed into policy.</p> <ul style="list-style-type: none"> <li>When a Beaver Dam is affecting the County of St. Paul infrastructure, the ASB will proceed with the removal of the Beaver Dams at no cost to the landowner or landowners – with appropriate communication/easements signed by the affected residents.</li> <li>Where ASB is requested to remove Beaver Dams on Private Property, residents will be required to complete the Beaver Control Application and a fee of \$200 per Beaver Dam will be charged.</li> </ul> <p>Quarter 2 - <b>Two Beaver Control policies have been adopted – one for Beaver Dams affecting County Infrastructure, the other for Beaver Dam removal on private property. Completed.</b></p>
Re-evaluate rental of innovative and popular agricultural equipment	Dennis/Keith	Summer 2013	Quarter 2 – <b>To be completed by 3<sup>rd</sup> or 4<sup>th</sup> quarter.</b>
	Keith/Jack	Fall 2013	
Explore options to resolve dog issues within the County – contract out?	Keith/Jack	Fall 2013	
Provide timely advice and information to producers and ratepayers on agricultural issues	ASB Staff	ongoing	

### Goal 12 – Planning & Development

Goal 12: Development is environmentally sound and sensitive			
Actions	Lead	Target Date	Quarterly Report
LUB/MDP implementation – education of public	Dennis/Krystle Crystal	2013	<p>Quarter 1 – revisions to documents completed. 1st reading of the bylaws at the April Council meeting. Public Hearing scheduled for May Council Meeting.</p> <p>Quarter 2 – <b>Bylaws adopted. Education process to be determined.</b></p>
Review of County owned land – possible sale of properties	Linda	Dec 2013	<p>Quarter 1 – Council provided direction to Administration, those properties that Council has approved for sale will be advertised following the 2013 Tax Sale to be held at the May Council meeting.</p>



			<b>Quarter 2 - Properties were listed for sale and bids were opened at the end of June. 6 properties were sold for a total of \$78,932.22.</b>
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**Goal 13 – Parks & Recreation**

**Goal 13: Recreation opportunities are available to the public through the County of St. Paul or partnerships**

Action	Lead	Target Date	Quarterly Report
Power at Stoney Lake campground	Leo/Ken	Spring 2013	<b>Quarter 1 – approved in 2013 budget</b>
Playground - Floating Stone	Leo/Ken	Nov 2013	<b>Quarter 1 – cancelled until 2014</b>
Playground - Stoney Lake	Leo/Ken	Nov 2013	<b>Quarter 1 – cancelled until 2014</b>
Playground – Lottie Lake	Leo/Ken	Nov 2013	<b>Quarter 1 – cancelled until 2014</b>
Playground - Lindbergh	Leo/Ken	Nov 2013	<b>Quarter 1 – approved in the 2013 budget</b> <b>Quarter 2 – Playground equipment has been ordered.</b>
Explore developing more hiking trails within parks		Dec 2013	
Explore options and costs for a “gathering place” at Lottie Lake		Summer 2013	

**Goal 14 – Library**

**Goal14: Public libraries conserve and enhance the rural lifestyle of residents by providing easy access to information, reading and educational materials**

Action	Lead	Target Date	Quarterly Report
Review the library board structure and committee(s)	Sheila	Summer 2013	<b>Quarter 1 – No action taken on this item at this time.</b> <b>Quarter 2 – No action taken on this item at this time.</b>





*County of St Paul No 19*  
5015 - 49 Avenue, St. Paul, AB T0A 3A4  
[www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)

## Issue Summary Report

### REQUEST FOR GRANT - ST. PAUL MUNICIPAL SEED CLEANING ASSN.

#20130709002

Meeting : July 16, 2013

Meeting Date : 2013/07/16 10:00

#### Background

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The St. Paul Municipal Seed Cleaning Association is requesting a grant from the County to assist with their property taxes. In 2013 the property taxes are \$17,943.93, \$2,949.93 of which was school tax.

In 2012 Council approved a \$5,000 grant to assist with operating expenses. Total taxes in 2012 were \$17,311.07.

#### Recommendation

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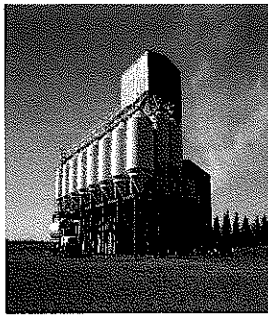
As per Council's wishes.

#### Additional Information

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Originated By : pcorbiere





## ST. PAUL MUNICIPAL SEED CLEANING ASSOCIATION LTD.

PH: (780) 645-3939 FAX: (780) 645-2122  
P.O. Box 1101, St. Paul, AB T0A 3A0  
Email Address: stplseed@telusplanet.net



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**"We Specialize in Seed Cleaning"**

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June 20, 2013

County of St. Paul No. 19  
5015 - 49 Avenue  
St. Paul, AB  
T0A 3A4

**ATTENTION: COUNTY COUNCIL**

**RE: REQUEST FOR GRANT FUNDING – PROPERTY TAXES**

We the Board of Directors, respectfully request the County's consideration for grant funding to assist with the cost of property taxes for the St. Paul Municipal Seed Cleaning Association Ltd.

Our Plant must continually assess the need for costly equipment and upgrades in order to manage the demand of producers. Our facility does not pose a competitive disadvantage to other businesses or market places within our County, but rather provides much needed and necessary processing/handling of our grain commodities.

With the ever rising costs of operations, the St. Paul Municipal Seed Cleaning Association Ltd. sees the need to request assistance so that we may continue to be viable as an Agriculture based Co-operative.

Please advise as to the outcome of this request at your earliest convenience.

Respectfully yours,

The Board of Directors,  
St. Paul Municipal Seed Cleaning Association Ltd.

sb





*County of St Paul No 19*  
5015 - 49 Avenue, St. Paul, AB T0A 3A4  
[www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)

## Issue Summary Report

### REQUEST FOR GRANT - MANN LAKES GOLF COURSE

#20130709003

Meeting : July 16, 2013

Meeting Date : 2013/07/16 10:00

#### Background

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The owner of the Mann Lakes Golf Course is requesting an operating grant of \$3,198.93 to help offset the 2013 property taxes. School tax on this property is \$629.42.

Since 2009, Council approved a grant to offset the property taxes and Mr. McDonald was advised that his request would be reviewed on an annual basis.

#### Recommendation

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As per Council's wishes.

#### Additional Information

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Originated By : skitz



June 24, 2013

Dear Reeve and Council:

I am the owner of the Upper Mann Lake Golf Course and am probably the only recreational facility within the County that is not owned/operated by a Municipality. I keep the fees as low as I can for adults and allow kids to use the facility for free.

I have noticed in the past that you have provided grants to both the Town of St. Paul and Town of Elk Point Golf Courses. Though we don't operate at the level of these other two golf courses, we do offer a much needed recreational opportunity to County residents and do so at little or no profit.

I am asking Council for an operating grant of \$3,198.93 to help offset operating costs. This will allow me to continue to keep the fees as low as possible and to allow kids under 10 to golf with their parents or an adult for free.

I thank you for your consideration and look forward to a positive response.

Yours truly,

A handwritten signature in black ink, appearing to read "Ron McDonald", with a long horizontal flourish extending to the right.

Ron McDonald





*County of St Paul No 19*  
5015 ~ 49 Avenue, St. Paul, AB T0A 3A4  
[www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)

## Issue Summary Report

### STREET LIGHT REQUEST - LAFOND

**#20130709004**

**Meeting :** July 16, 2013

**Meeting Date :** 2013/07/16 10:00

#### Background

---

The owners of Lot F, Block 2, Plan 1211NY in Lafond are requesting the installation of a street light on the NW corner of their property. They have the signatures of the adjacent landowners.

#### Recommendation

---

To approve a street light at Lot F, Block 2, Plan 1211NY in Lafond.

#### Additional Information

---

**Originated By :** pcorbiere



May 1, 2013

To Whom It May Concern:

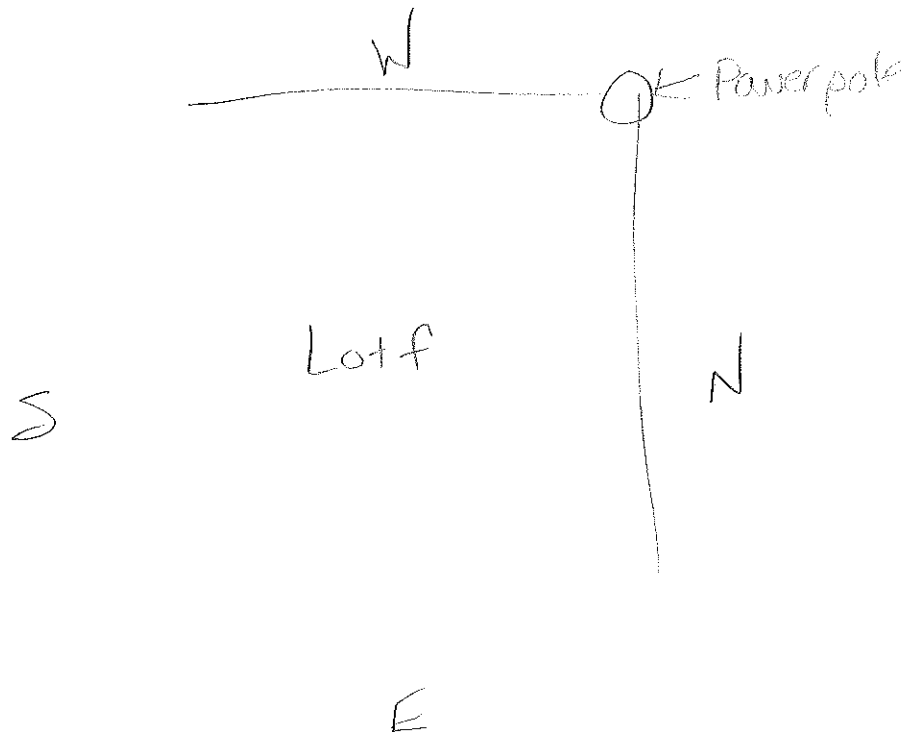
This letter is further to the request for lighting in Lafond.

I am including some information that may be pertinent in helping with the decision making for this request. Over the years we have been experiencing more crime on the north end of Lafond. This is, we believe, in part because the lighting in this area is insufficient. We, as residents, have added more lights in our yards to prevent such occurrences but still have areas where the lighting could be improved. The most recent event led us to contact the local RCMP detachment to report theft of fuel. Constable Nairn had agreed that a light on this end of Lafond would be more of a deterrent to criminals. Please consider this request seriously as we have been targeted on several occasions other than the aforementioned incident.

Thank you

Darlene and Roland Brousseau

780-614-2087





October 29, 2012

To Whom It May Concern:

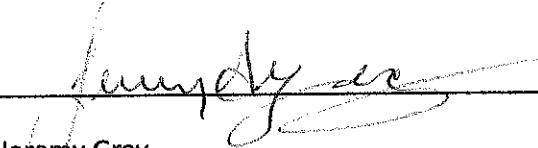
I am writing to request that a street light be erected by the NW Corner of our lot. There is an existing power pole near this end of the property. The land description is as follows:

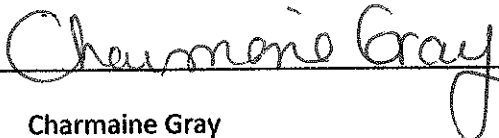
Plan 1211NY, Block2, Lot F or SE 5 57 10 4

The neighbor(s) that may be affected by this lighting are:

Jeremy and Charmaine Gray located at the following land description: SW-5-57-10 w of 4th

Please accept the signatures below as indications that there are no objections to the installation of the light at this location.

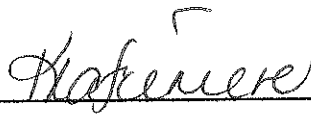
  
\_\_\_\_\_  
Jeremy Gray

  
\_\_\_\_\_  
Charmaine Gray

Paul and Kathy Lafreniere located at the following land description: SE 6-57-10 w of 4th.

Please accept the signatures below as indications that there are no objections to the installation of the light at this location.

  
\_\_\_\_\_  
Paul Lafreniere

  
\_\_\_\_\_  
Kathy Lafreniere

Respectfully,

Roland and Darlene Brousseau





*County of St Paul No 19*  
5015 - 49 Avenue, St. Paul, AB T0A 3A4  
[www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)

## Issue Summary Report

### ST. PAUL CHAMBER OF COMMERCE

**#20130709006**

**Meeting :** July 16, 2013

**Meeting Date :** 2013/07/16 10:00

#### Background

---

The St. Paul Chamber of Commerce has formulated a 3-5 year action plan and in order to implement these projects they will require a full time Executive Director. The Chamber made a presentation to the Town of St. Paul requesting that all business owners in the community contribute to the St. Paul Chamber of Commerce.

The Chamber has 4 large sponsorship opportunities available for Rodeo Week. They are looking for two sponsors for the supper, one for the entertainment and one for the grand prize.

At the June Meeting, Council made a motion to approve a \$250 cash donation for the Rodeo Week Kick-Off supper, which will be used to purchase large ticket prizes to be raffled off at the Rodeo Supper.

#### Recommendation

---

Motion to file as information.

#### Additional Information

---

**Originated By :** pcorbiere





June 12, 2013

Dear Business Manager / Owner

Over the past year the St. Paul Chamber of Commerce has met with St. Paul Town Council on a number of occasions. Our goal has been to re-establish a partnership in which we can jointly work, plan and market our community. We have been focusing on ideas and activities where both the Chamber of Commerce and the Town of St. Paul can combine resources to support our business community.

The St. Paul Chamber of Commerce is an active member of the Alberta Chamber of Commerce, which is in turn, a member of the Canadian Chamber of Commerce. One small business voice translates into one large business voice at the federal level where we have the ability to lobby the provincial and federal governments. For example, the Alberta Chamber of Commerce is presently working on a policy to present to the provincial government that will limit the rates that can be charged to businesses for affinity credit cards.

The St. Paul Chamber of Commerce Board of Directors has formulated a 3 – 5 year action plan, geared to promote and benefit the businesses in our community. Some of the highlights are:

1. Create an Economic Business Development package which will contain information on taxes and licenses pertaining to business, current development opportunities, sign ordinances/regulations, traffic impact assessments, etc.
2. Lobby with the Alberta Chamber of Commerce to implement affordable housing throughout the province
3. Provide camps in our area with information relevant to businesses in St. Paul
4. Attend and host tradeshow to showcase employment opportunities and promote new business development

In order to implement these and other exciting projects, the St. Paul Chamber of Commerce is in need of a full time Executive Director. We do not wish to ask the Town or County of St. Paul for additional funding as this money will be coming directly from taxpayers. We are therefore approaching you, our business community for assistance.

The Board of Directors of the Chamber of Commerce is making a presentation to the Town of St. Paul on July 8, 2013 to request that all business owners in our community contribute to the St. Paul Chamber of Commerce. The Town of St. Paul will be collecting the St. Paul & District Chamber memberships in conjunction with the Town of St. Paul business licenses. Total combined cost for both will be \$175.00 per business.

Together, we can work towards maintaining a strong focus on the business needs of our unique community. Please show your support by emailing or faxing back the pledge form on the back of this letter.

Thank you,

St. Paul & District Chamber of Commerce Board of Directors

*cel*  
*Edna*  
*Gervais*  
*780-210-5104*  
*Thankr.*



I \_\_\_\_\_, as a business owner/manager in the Town of St. Paul, Alberta, wish to communicate my support of the amalgamation of the Town of St. Paul business license and the St. Paul & District Chamber of Commerce membership.

\_\_\_\_\_ Yes

\_\_\_\_\_ No

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Business Represented: \_\_\_\_\_

**Please return this letter by Email or Fax.**

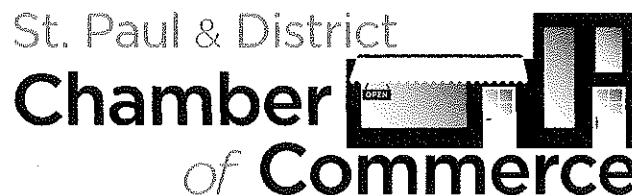
**For further information please contact the St. Paul & District Chamber of Commerce office.**

**Box 887 (5802-50<sup>th</sup> Avenue) St. Paul, Alberta T0A 3A0**

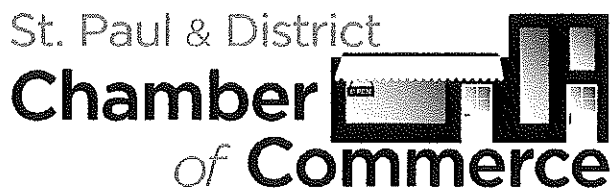
**Phone/Fax: 780-645-5820**

**Email: [admin@stpaulchamber.ca](mailto:admin@stpaulchamber.ca)**

**Website: [www.stpaulchamber.ca](http://www.stpaulchamber.ca)**







June 2013

Dear County of St. Paul No. 19,

The St. Paul & District Chamber of Commerce has begun preparations to host the **Rodeo Week Kick-Off Supper** on **August 26<sup>th</sup>, 2013**. This event will launch the week of activities being held in conjunction with the annual Lakeland Rodeo Association Finals being held in St. Paul August 29<sup>th</sup> – September 1<sup>st</sup>.

*We have made some exciting changes in the entertainment and fundraising portion of this event. This year we have **Four Large Sponsorship** opportunities. Two sponsors for the **Supper**, one sponsor for the **Entertainment** and one sponsor for the **Grand Prize**.*

With your sponsorship, you will receive 8 Dinner tickets and we will include your business logo in all marketing and promotional materials of the Rodeo Week Kick-Off Supper as well as mentioned in all advertisements. You will be mentioned throughout the evening events and recognized during the speech portion. You are also invited to distribute promotional materials and post signage at the Rodeo Supper.

Please contact Matisson, the Executive Director of the St. Paul and District Chamber of Commerce for more information about the available sponsorships before ~~June 28<sup>th</sup>~~, 2013. This is our major fundraiser for the year and we would like to thank you for your contribution to the success of this evening.

July 8

Kind Regards,

Board of Directors  
St Paul & District  
Chamber of Commerce

Phone: 780-645-5820

Email: [admin@stpaulchamber.ca](mailto:admin@stpaulchamber.ca)





*County of St Paul No 19*  
5015 - 49 Avenue, St. Paul, AB T0A 3A4  
[www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)

## Issue Summary Report

### HAYING IN THE 30'S BREAKFAST

**#20130709007**

**Meeting :** July 16, 2013

**Meeting Date :** 2013/07/16 10:00

#### Background

---

The Town of St. Paul will be participating in the Haying in the 30's Breakfast on Sunday August 4, 13 at 7:00 a.m.. The Town is requesting if County Council or Staff are interested in volunteering to assist with this Breakfast.

#### Recommendation

---

As per Council's wishes.

#### Additional Information

---

**Originated By :** pcorbiere





*County of St Paul No 19*  
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[www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)

## Issue Summary Report

### AIRPORT FEES AND CHARGES

**#20130709008**

**Meeting :** July 16, 2013

**Meeting Date :** 2013/07/16 10:00

#### Background

---

The St. Paul Airport Committee amended the Airport Fees/Charges at their June 6, 2013 meeting. A copy of the new fee schedule is attached.

#### Recommendation

---

Motion to approve the St. Paul Airport Fees/Charges effective immediately. The changes to be incorporated into the fee schedule bylaw which will be updated at the end of the year.

#### Additional Information

---

**Originated By :** pcorbiere



**TOWN OF ST PAUL**

**BY-LAW No. 1178**

**SCHEDULE "A"**  
**AIRPORT FEES/CHARGES**  
**June 6, 2013**

**1. Aircraft Parking Fees:**

- a) \$200.00 per unit per year on grass
- b) \$125.00 per unit per half-year (six months) on grass
- c) \$5.00 per unit **overnight fee**
- d) \$5.00 per unit **plug- in fee**

**2. Hangar Land Lease Rates—As per agreement approved by the St Paul Airport Committee.**

**NOTES:**

- i) **Fees for Section (1) will not be applied to aircraft on leased lot.**





*County of St Paul No 19*  
5015 - 49 Avenue, St. Paul, AB T0A 3A4  
[www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)

## Issue Summary Report

### **OIL COMPANIES REQUEST FOR EXTENSION ON TAX PAYMENTS #20130709009**

**Meeting :** July 16, 2013

**Meeting Date :** 2013/07/16 10:00

#### **Background**

---

At the June Public Works Meeting, Council was advised that 2 oil companies had requested an extension to pay their property taxes as they did not think they would be able to process their payment, due to the flooding in Calgary. Council agreed to extend the deadline to July 16th to accommodate any companies affected by the flood. Those two oil companies were able to pay their taxes before the deadline, however Conserve Oil Corporation and Velvet Energy were not. Their payment arrived the week of July 8th. Penalties in the amount of \$34.75 were applied to Conserve Oil and \$377.44 was applied to Velvet Energy.

#### **Recommendation**

---

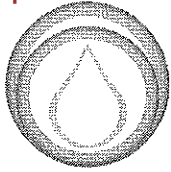
Motion to cancel the penalties in the amount of \$34.75 for Conserve Energy and \$377.44 for Velvet Energy Ltd. due to the flooding in Calgary.

#### **Additional Information**

---

**Originated By :** pcorbiere






CONSERVE OIL  
CORPORATION

500, 340 - 12 Avenue S.W.  
Calgary, Alberta T2R 1L5  
Phone (403) 269-5811  
Fax (403) 269-1633

Please be advised that our property tax payment is late due to the recent flooding and state of emergency in Calgary. The office building was closed and was without power. We are sorry for the late payment but the circumstances were beyond our control.

RECEIVED JUL 6 8 2013

Thank you

  
Tammy Tolhurst  
Controller  
403-298-0267

\$ 34.75 penalties



**Glenn Zayac**

---

**From:** Marion Yacyshyn  
**Sent:** July-10-13 12:54 PM  
**To:** Glenn Zayac  
**Subject:** Fw: Velvet 2013 tax payment - penalties applied

---

**From:** Horudko, Melody [mailto:mhorudko@dmmainc.com]  
**Sent:** Wednesday, July 10, 2013 11:11 AM  
**To:** Marion Yacyshyn  
**Subject:** Velvet 2013 tax payment - penalties applied

Good Morning Marion,

Velvet Energy has advised me they have received notice from the County of St. Paul there are penalties applied to their account due to the postmark not meeting the June 30<sup>th</sup> payment deadline.

In speaking with other municipalities, it is my understanding this is a decision that would be made by Council and they would consider removing any penalties if a formal letter was provided, each handled on a case by case basis.

Would Council consider a letter provided by Velvet explaining the late payment due to the flooding in Calgary, and several companies were without power for a full work week. Most were not allowed back into their buildings until July 2 – Tuesday.

Please advise and we will act accordingly.

Regards,  
**Melody Horudko**  
**Associate Tax Consultant**

---

DuCharme, McMillen & Associates, Inc.  
727 7<sup>th</sup> Avenue SW, Suite 1520  
Calgary Alberta T2P 0Z5  
Phone: 403-263-2141 ext. 2719  
Fax: 403-263-2142  
e-mail: [mhorudko@dmmainc.com](mailto:mhorudko@dmmainc.com)  
[www.dmmainc.com](http://www.dmmainc.com)

---

**ATTENTION:** This message and all attachments are PRIVATE, and may contain information that is CONFIDENTIAL and PRIVILEGED. If you have received this message in error, please notify the sender by reply e-mail and delete the message immediately.





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## Issue Summary Report

### **PARK MANAGERS REQUEST TO LIVE AT FLOATINGSTONE CAMPGROUND OVER WINTER MONTHS**

**#20130709010**

**Meeting :** July 16, 2013

**Meeting Date :** 2013/07/16 10:00

#### **Background**

---

At the June Public Works Meeting, Council discussed the request from the park managers at the Floatingstone Municipal Campground to stay in the living quarters of the Park Office over the winter months. They are planning to return to work at the campground for the 2014 camping season. The Managers would pay enough rent to cover the cost of utilities.

#### **Recommendation**

---

Motion that Gail and Nick Popovich, Park Managers, be authorized to reside in the living quarters at the park office at Floatingstone Municipal Campground between September and April, after the campground is closed to the public, providing they agree to pay the utility costs.

#### **Additional Information**

---

**Originated By :** pcorbiere





*County of St Paul No 19*  
5015 ~ 49 Avenue, St. Paul, AB T0A 3A4  
[www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)

## Issue Summary Report

### REQUEST FOR GRAVEL - BELLEVUE LODGE

#20130710001

Meeting : July 16, 2013

Meeting Date : 2013/07/16 10:00

#### Background

---

The Bellevue Lodge is a non-profit children's camp and retreat centre located on Lake Bellevue. They are requesting a donation of a 10 yard load of gravel for their camp roads.

#### Recommendation

---

Council to decide if they will donate a load of gravel to Bellevue Lodge.

#### Additional Information

---

Originated By : pcorbiere





**Bellevue Lodge**

PO Box 978, St Paul, AB, T0A3A0

[info@bellevuelodge.com](mailto:info@bellevuelodge.com)

ph, 780-645-4948; fax 780-645-5034

Dear Mrs. Kitz

My name is Shelley Kornelsen and I am on the board of directors for Bellevue Lodge. Bellevue Lodge is a non-profit children's camp and retreat center located on Lake Bellevue. I understand that the county will usually deliver one 10 yard load of gravel at no cost to organizations like ours and was wondering if the county could bring us the load for some of our roads at the camp? This would be greatly appreciated and help us continue to offer our services to county residents! You can call me at 780-645-5400 or email me at [shellandkeith@hotmail.com](mailto:shellandkeith@hotmail.com) if you have any questions.

Thank you

A handwritten signature in black ink, appearing to read 'Shelley Kornelsen', written over a horizontal line.

Shelley Kornelsen





*County of St Paul No 19*  
5015 - 49 Avenue, St. Paul, AB T0A 3A4  
[www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)

## Issue Summary Report

**BYLAW NO. 2013-28 - AMEND IDP - REZONE PSW 17-58-9-W4**

**#20130710002**

**Meeting :** July 16, 2013

**Meeting Date :** 2013/07/16 10:00

### Background

---

Bylaw No. 2013-28 is being presented to Council to amend the Inter Municipal Development Plan Bylaw No. 1563 as it relates to rezoning PSW 17-58-9-W4 from Urban Reserve to Country Residential. The applicant wishes to subdivide an acreage from the parcel of land however there are already the maximum number of parcels on this property.

After first reading, the Bylaw must be advertised according to Section 606 of the M.G.A. and a public hearing held according to Section 230 of the M.G.A.

The adjacent landowners will also be notified of the proposed rezoning. The Town of St. Paul will also be notified as this property is in the IDP.

Krystle Fedoretz will be in to speak with Council.

### Recommendation

---

Motion to give first reading to Bylaw No, 2013-28, to amend IDP No. 1563 as it relates to rezoning PSW 17-58-9-W4 from Urban Reserve to Country Residential.

### Additional Information

---

**Originated By :** pcorbiere



COUNTY OF ST. PAUL NO. 19

BY-LAW NO. 2013-28

A By-law of the County of St. Paul No. 19 in the Province of Alberta to amend the Inter Municipal Development Plan No. 1563.

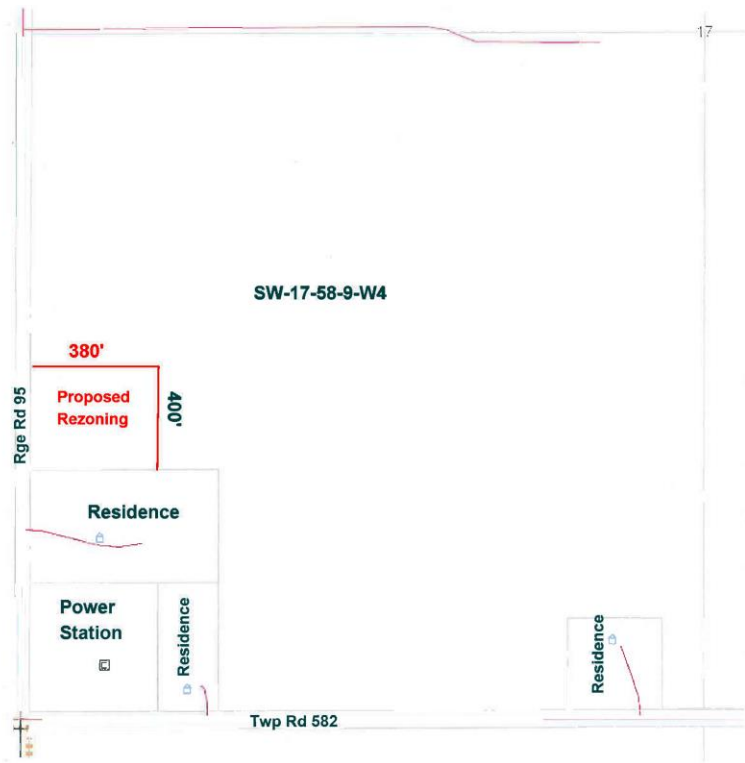
**WHEREAS**, it is deemed expedient to amend the Town of St. Paul and County of St. Paul Inter-Municipal Development Plan as set out in the Municipal Government Act, 2000 as amended.

**NOW, THEREFORE**, under the authority and subject to the provisions of the Municipal Government Act, 2000, as amended, and by virtue of all other powers it enabling, the Council of the County of St. Paul No. 19, hereby assembled, enacts as follows:

1. Bylaw No. 1563 is hereby amended as follows:

FROM: Urban Reserve to Country Residential

FOR: PSW 17-58-9-W4



Read a first time in Council this 16<sup>th</sup> day of July, A.D. 2013.

Advertised the            day of            , A.D. 2013, and the            day            , A.D. 2013 in the St. Paul Journal.

Read a second time in Council this            day of            , A.D. 2013.

Read a third time and duly passed in Council this            day of            , A.D. 2013.

\_\_\_\_\_  
Reeve

\_\_\_\_\_  
Chief Administrative Officer



## THE COUNTY OF ST. PAUL NO. 19

**I.D.P.** BYLAW 1563

## TO THE COUNCIL OF THE COUNTY OF ST. PAUL

APPLICATION FOR AMENDMENT TO THE Inter-municipal Development Plan

I/We make application to amend the Inter-municipal Development Plan

Applicant: Name Tyler Robertson Telephone No. 780-210-4975  
Address Box 412, St. Paul AB T0A 3A0

Registered Owner of Land:

Name Gary Robertson Telephone No. 780-645-4230  
Address Box 1420, St. Paul AB T0A 3A0  
(If different from Applicant)Description of Land: Parcel/Lot \_\_\_\_\_ Block \_\_\_\_\_ Registered Plan \_\_\_\_\_  
or as described on Certificate of Title No. \_\_\_\_\_ SW Section 17  
Twp. 58 Range 9 West of the 4<sup>th</sup> Meridian.Situated within the Urban Reserve Land Use District.

Amendment applied for

From the following designated permitted Land Use(s).

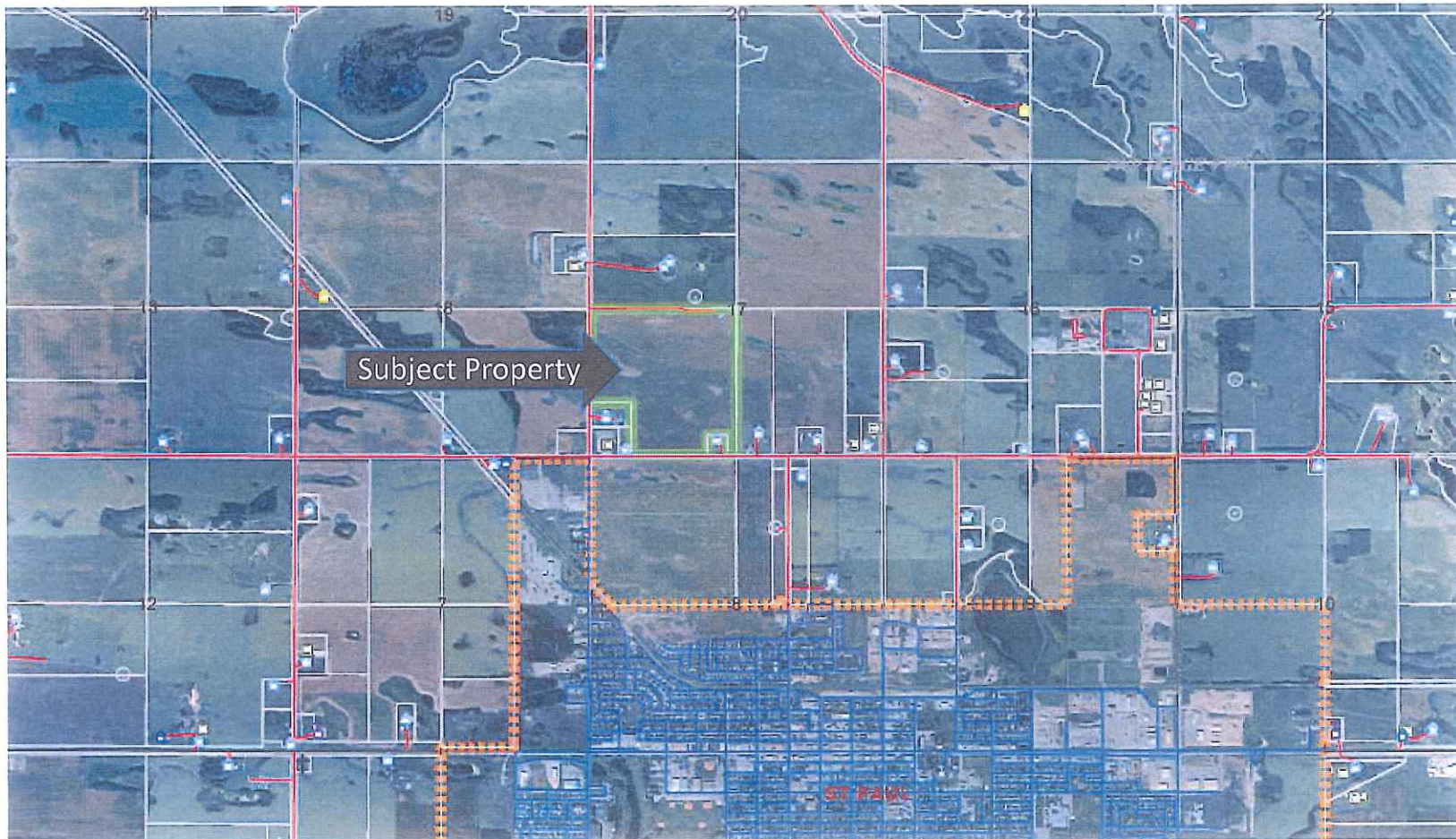
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_To Country Residential Land Use.

Reasons in support of this Application:

Wishes to subdivide an acreage. Maximum parcels  
already on quarter section.  
\_\_\_\_\_



Figure 1.0 – General Location Map





# Appendix 48 for M.20130627001 (Issue Attachment: I.20130710002)

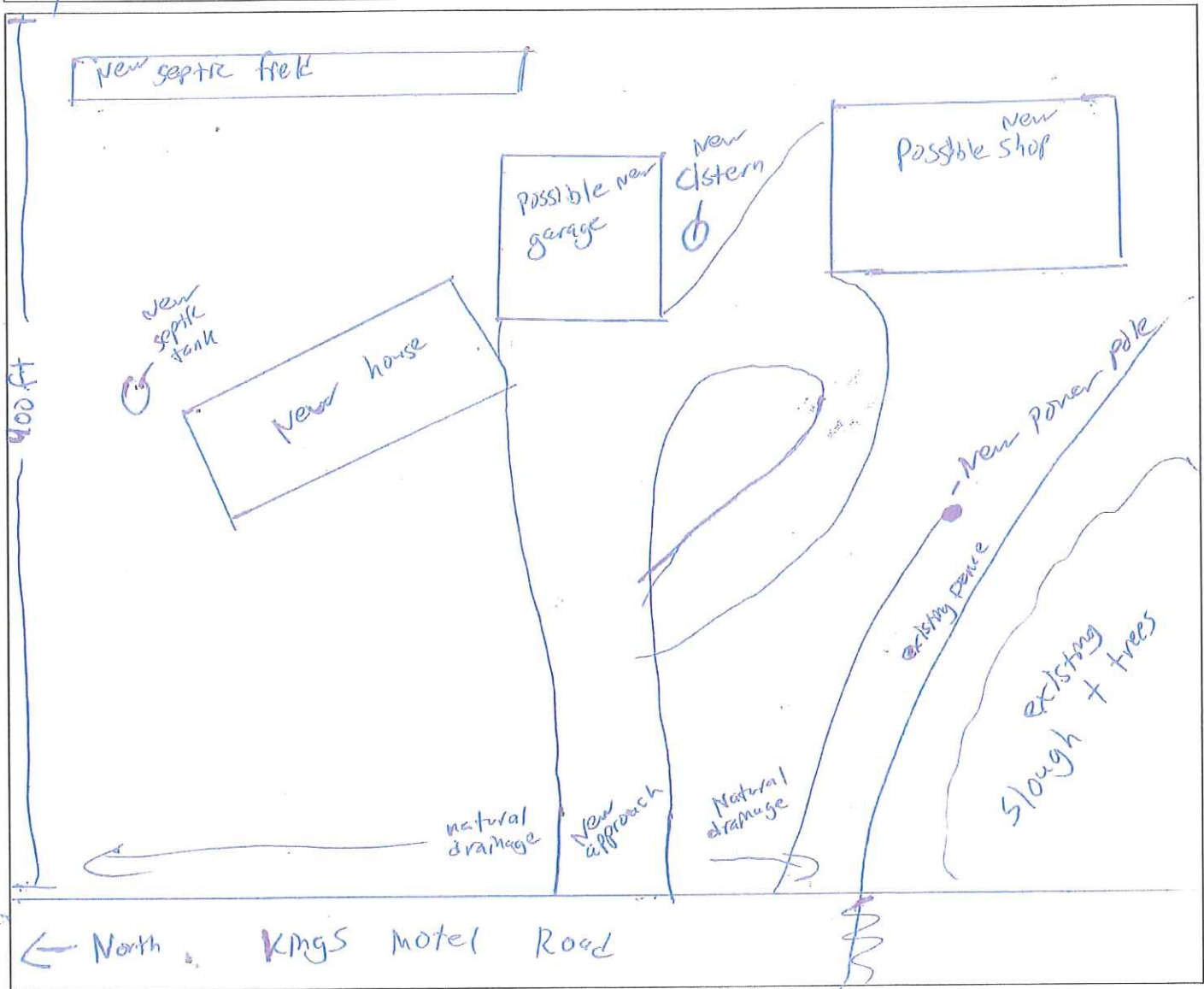
Lot \_\_\_\_\_ Block \_\_\_\_\_ Plan \_\_\_\_\_ and/or Part of SW ¼ Sec 17 Twp 58 Rge 9 W4M

## Proposed Sketch – please indicate/include:

- The use, location and dimensions of buildings on the land and specify which buildings may be demolished or moved from property.
- Location of any water bodies on subject property.
- All developed and undeveloped road allowances.
- Indicate the North direction.
- Location of all right-of-way and easements within or abutting the subject property.
- Location of existing wells/ septic systems and distances from property lines to any permanent structures.
- Indicate the location, dimensions and boundaries of the land to be rezoned.
- Location of all right-of-way and easements within or abutting the subject property.
- Existing and proposed accesses on property.

3.5 acres

380 feet



Date: July 2/13

Signature of Applicant: [Signature]



North  
↑







*County of St Paul No 19*  
5015 - 49 Avenue, St. Paul, AB T0A 3A4  
[www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)

## Issue Summary Report

### **BYLAW NO. 2013-29 - AMEND LAND USE BYLAW - REZONE PSW 17-58-9-W4**

**#20130710003**

**Meeting :** July 16, 2013

**Meeting Date :** 2013/07/16 10:00

#### **Background**

---

Bylaw No. 2013-29 is being presented to Council to amend Land Use Bylaw No. 2013-11 as it relates to rezoning PSW 17-58-9-W4 from Agricultural to Country Residential (1). The applicant would like to develop an acreage on the property but the land is already maxed out for subdivision so rezoning is the only option.

After first reading, the Bylaw must be advertised according to Section 606 of the M.G.A. and a public hearing held according to section 230 of the M.G.A.

The adjacent landowners will also be notified of the proposed rezoning.

#### **Recommendation**

---

Motion to give first reading to bylaw No. 2013-29, to amend Land Use Bylaw No. 2013-11, as it relates to rezoning PNW 17-58-9-W4 from Agricultural to Country Residential (1).

#### **Additional Information**

---

**Originated By :** pcorbiere



COUNTY OF ST. PAUL NO. 19

BY-LAW NO. 2013-29

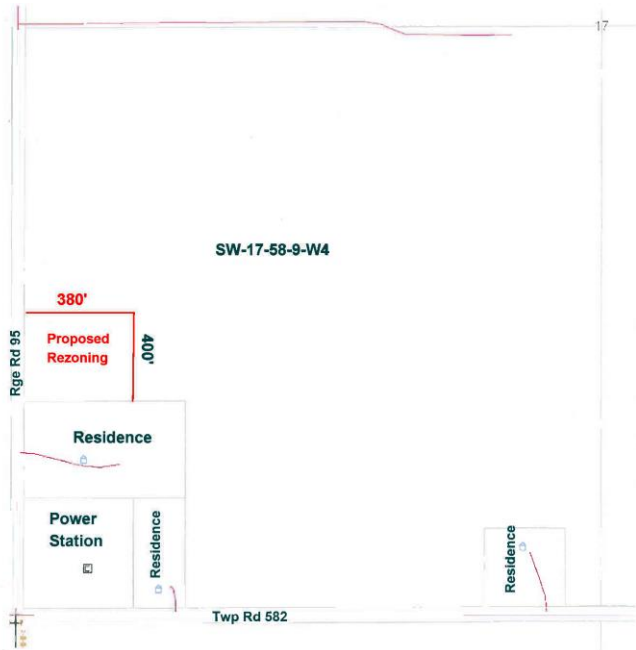
A By-law of the County of St. Paul No. 19 in the Province of Alberta to amend the Land Use Bylaw No. 2013-11

**WHEREAS**, it is deemed expedient to amend the Land Use Bylaw of St. Paul and County of St. Paul as set out in the Municipal Government Act, 2000 as amended.

**NOW, THEREFORE**, under the authority and subject to the provisions of the Municipal Government Act, 2000, as amended, and by virtue of all other powers it enabling, the Council of the County of St. Paul No. 19, hereby assembled, enacts as follows:

1. Bylaw No. 2013-11 is hereby amended as follows:

FROM:     Agricultural to Country Residential One  
  
FOR:       PSW 17-58-9-W4



Read a first time in Council this 16<sup>th</sup> day of July, A.D. 2013.

Advertised the        day of       , A.D. 2013, and the        day       , A.D. 2013 in the St. Paul Journal.

Read a second time in Council this        day of       , A.D. 2013.

Read a third time and duly passed in Council this        day of       , A.D. 2013.

\_\_\_\_\_  
Reeve

\_\_\_\_\_  
Chief Administrative Officer



**COUNTY OF ST. PAUL REZONING APPLICATION**Name of Applicant: Tyler Robertson Email: Tyler\_2010@hotmail.comMailing Address: Box 412 St. Paul Alberta T0A 3A0Telephone (Home): 780-210-4975 (Business): \_\_\_\_\_ (Fax): \_\_\_\_\_Registered Owner (if not applicant): Gary RobertsonMailing Address: Box 1420Telephone (Home): 780-645-4230 (Business): 780-645-3659 (Fax): \_\_\_\_\_**1. LEGAL DESCRIPTION OF LAND TO BE SUBDIVIDED:**a) All / part of the SW  $\frac{1}{4}$  17 section 58 township 9 range W4M

\* b) Being all / parts of Lot \_\_\_\_\_ Block \_\_\_\_\_ Registered Plan \_\_\_\_\_

c) Total area of the above parcel of land to be rezoned is 3.8 acres \_\_\_\_\_ (hectares)**2. ZONING INFORMATION:**\* a) Current Zoning as per the Land Use Bylaw 2013-11: Agriculturalb) Desired Zoning as per the Land Use Bylaw 2013-11: (Residential) Country Residential One\* c) Proposed use as per the Land Use Bylaw 2013-11: Single Detached Dwelling\* d) Is the proposed use a permitted or discretionary use: Permittede) Is the proposed parcel located within an Area Structure Plan or Inter-municipal Development Plan? yes

f) Information in support of the rezoning:

would like to build an acreage on the property  
but land is Maxxed out for subdivisions  
so rezoning is the only option.  
Location is ideal for my future plans and is a  
good distance for commuting to work & town.



**3. LOCATION OF LAND TO BE REZONED:**

a) Is the land situated immediately adjacent to the municipal boundary? Yes ☒ No ☐

If "yes", the adjoining municipality is Town County of St. Paul #19

b) Is the land situated within 0.8 kilometres of the right-of-way of a highway? Yes ☐ No ☒

If "yes" the highway is No. \_\_\_\_\_

c) Does the proposed parcel contain or is it bounded by a river, stream, lake or body of water, or by a canal or drainage ditch?

Yes ☐ No ☒

If "yes", state its name \_\_\_\_\_

d) Are there any oil/gas wells on or within 100 metres of the subject property(s)? Yes ☐ No ☒

e) Is the proposed parcel within 1.5 kilometres of a sour gas facility? Yes ☐ No ☒

i) Is the sour gas facility active, abandoned, or currently being reclaimed? \_\_\_\_\_

g) Is there an abandoned oil or gas well or pipeline on the property? Yes ☐ No ☒

\*For a listing of EUB wells in a specific area, contact the Information Services Group at the EUB (403) 297-8190.

h) Is the proposed parcel within 1.5 km of a Confined Feeding Operation? Yes ☐ No ☒

ii) Does the proposed parcel contain a slope greater than 15%? Yes ☐ No ☒

**4. PHYSICAL CHARACTERISTICS OF LAND TO BE SUBDIVIDED:**

a) Describe the nature of the topography of the land (flat, rolling, steep, mixed) rolling

b) Describe the nature of the vegetation & water on the land (brush, shrubs, tree stands, sloughs, creeks, etc.)

Brush, small trees, slough all in one corner of land

**5. WATER SERVICES:**

a) Existing Source of Water: None

b) Proposed water source (if not rezoning parcel in its entirety).

- ☐ Proposed water supply to new lots by a licensed (surface) water distribution system;  
☒ Proposed water supply to new lots by cistern and hauling;  
☐ Proposed water supply to new lots by individual water wells.



**6. SEWER SERVICES:**

- a) Existing sewage disposal: None
- b) Proposed sewage disposal: ~~land~~ field system

An existing sewage system must comply with the above setbacks (existing and/or proposed).

	Property Line	Water Source	Building	Septic Tank	Basement	Water Course
Holding Tanks	1 metre	10 metres	1 metre			10 metres
Treatment Mound	3 metres	15 metres	10 metres	3 metres	10 metres	15 metres
Field System	1.5 metres	15 metres	10 metres	5 metres	10 metres	15 metres
Open Discharge	90 metres	50 metres	45 metres			45 metres
Lagoons	30 metres	100 metres	45 metres			90 metres
Packaged Sewage Treatment Plants	6 metres	10 metres	1 metre			10 metres

*The personal information provided will be used to process the Subdivision Application is collected under the authority of Section 642 of the Municipal Government Act. Personal information you provide may be made public pursuant to the provisions of the Freedom of Information and Protection of Privacy (FOIP) Act, including Section 39 through 42 therein. If you have any questions about the collection and use of this information, please contact the FOIP Coordinator of the County of St. Paul at 780.645.3301.*



REGISTERED OWNER OR PERSON ACTING ON BEHALF:

I, Gerald Robertson hereby certify that (check one):

☒ I am the registered owner; or

☐ I am authorized to act on behalf of the registered owner

and that the information given on this form is full and complete and is, to the best of my knowledge, a true statement of the facts relating to this application for rezoning.

Agent Signature

Date

Gerald Robertson  
Owner Signature

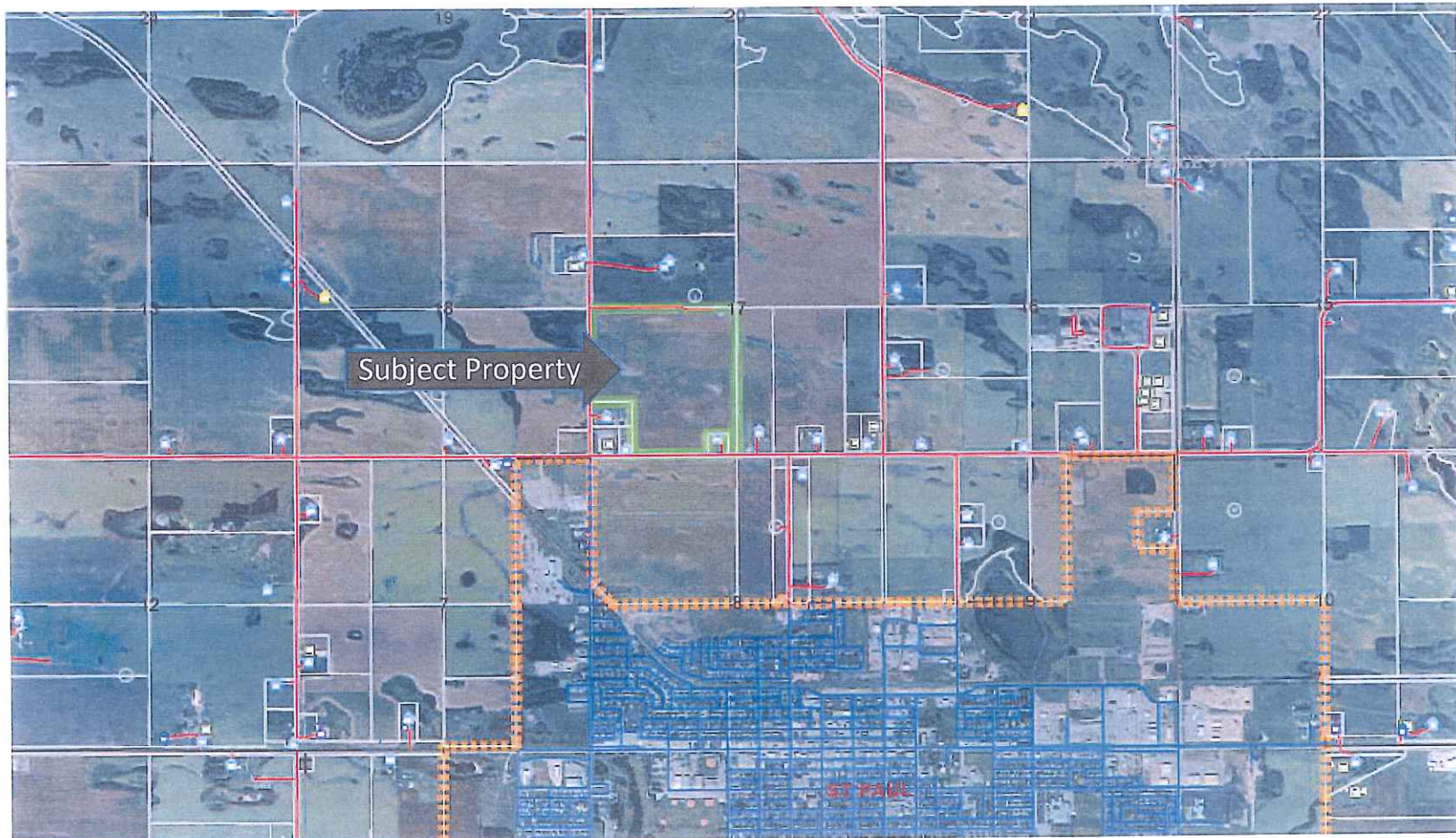
July 2/13  
Date

Owner Signature

Date



Figure 1.0 – General Location Map





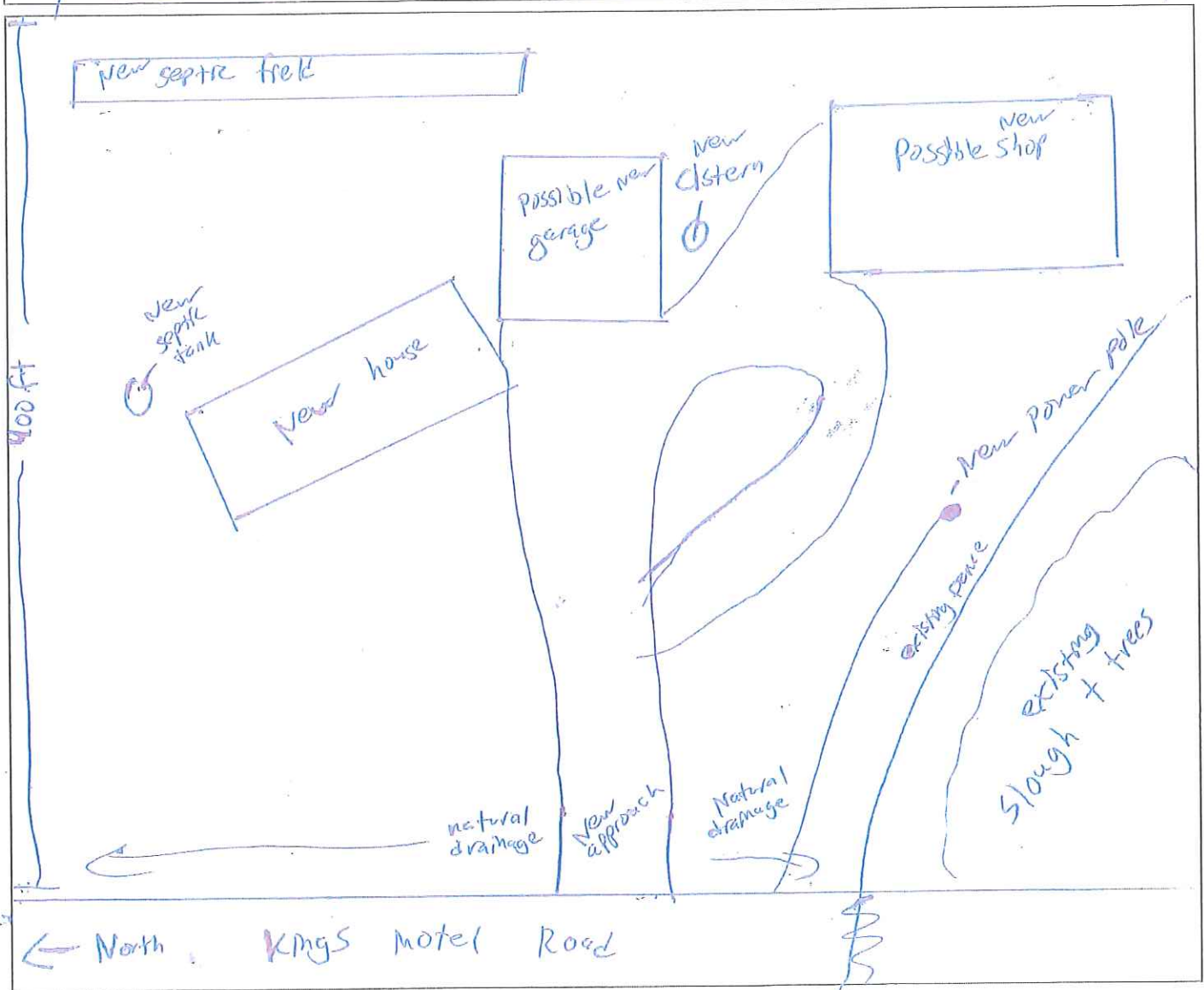
Lot \_\_\_\_\_ Block \_\_\_\_\_ Plan \_\_\_\_\_ and/or Part of SW ¼ Sec 17 Twp 58 Rge 9 W4M

**Proposed Sketch – please indicate/include:**

- The use, location and dimensions of buildings on the land and specify which buildings may be demolished or moved from property.
- Location of any water bodies on subject property.
- All developed and undeveloped road allowances.
- Indicate the North direction.
- Location of all right-of-way and easements within or abutting the subject property.
- Location of existing wells/ septic systems and distances from property lines to any permanent structures.
- Indicate the location, dimensions and boundaries of the land to be rezoned.
- Location of all right-of-way and easements within or abutting the subject property.
- Existing and proposed accesses on property.

3.5 acres

380 feet

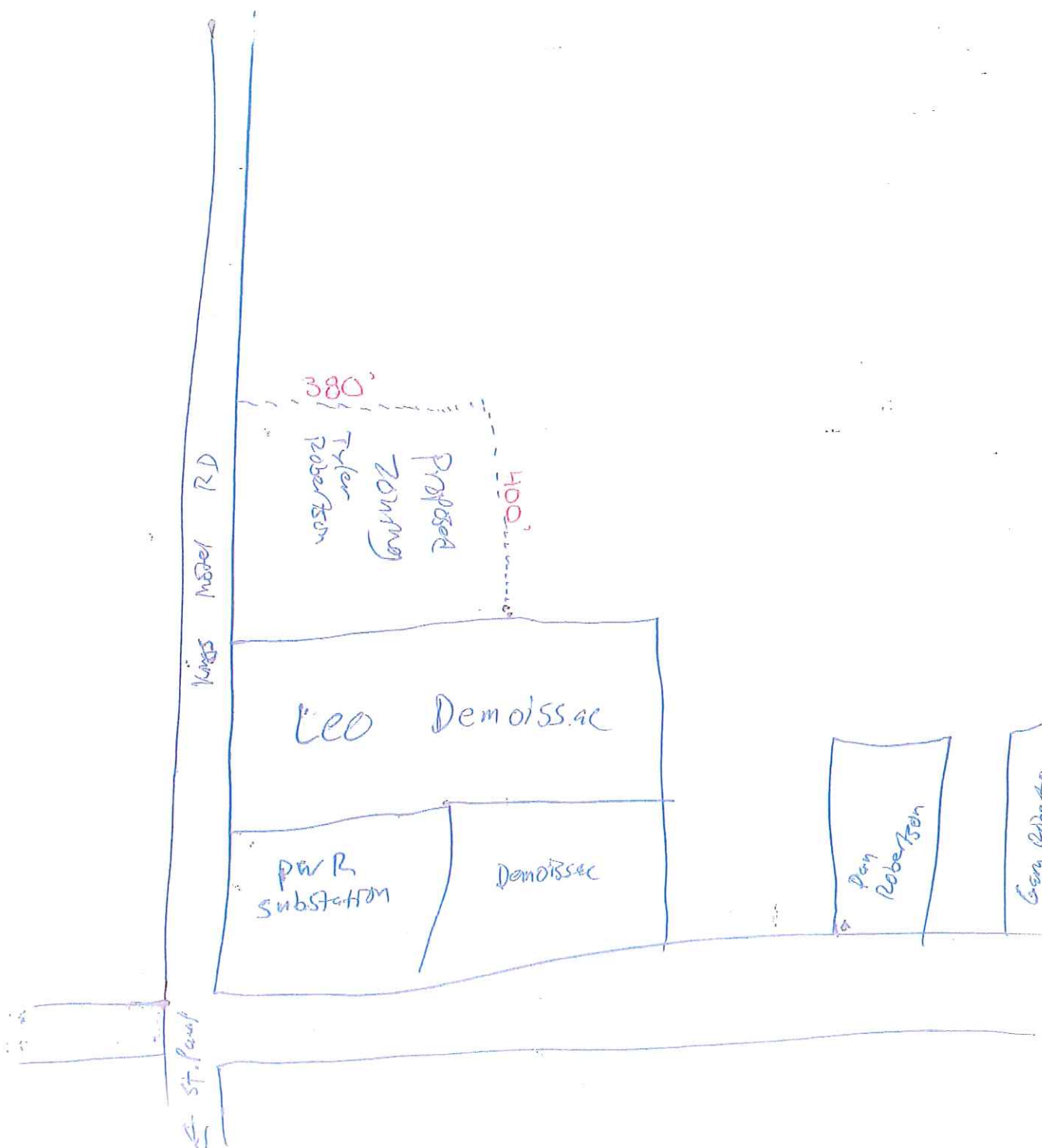


Date: July 2/13

Signature of Applicant: [Signature]



North  
↑







*County of St Paul No 19*  
5015 - 49 Avenue, St. Paul, AB T0A 3A4  
[www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)

## Issue Summary Report

### **BYLAW NO. 2013-30 - AMEND GARNER LAKE ASP-REQUEST TO REZONE PNE 22-60-12-W4**

**#20130710004**

**Meeting :** July 16, 2013

**Meeting Date :** 2013/07/16 10:00

#### **Background**

---

The Planning Department has received an application from a landowner who wishes to rezone PNE 22-60-12-W4 in the Garner Lake Area Structure Plan from Rural Conservation to Residential Conservation. The landowner wants to create conventional style residential acreage properties (5 lots) to a maximum of 10 acres with emphasis on maintaining the natural resources and sensitive environment of the lake area.

Before proceeding to the bylaw stage, Krystle Fedoretz will be in to discuss this application with Council. She has provided the following information for Council to consider.

Among other matters, in dealing with an amendment to this Area Structure Plan to change the designation of an area to Residential Conservation Area, Council will consider what it believes will be the impact of the proposed development on Garner Lake, as well as the impact of the development of those lands within the Plan area which may have already been approved for development, but which might not yet have been sold, leased, or developed. The proponent of the amendment shall be responsible for providing the information necessary for Council to make that assessment, and County staff will work with the proponent to provide what information it can to help Council in this consideration.

The Development Concept Plan shall include a site analysis, usually in map form with some text describing the features of the map (or maps). Layout of the development should be based on the findings of the site analysis. The purpose of the site analysis is to ensure that the important site features have been identified and that the proposed Environmental Reserve, Municipal Reserve and other open and protected spaces will meet the requirements of these policies. The site analysis should indicate:

- a. existing and proposed site and property boundaries;
- b. all streams, rivers, lakes, wetlands, and other hydro-geological features (including seasonal water flow and ponding areas) within and adjacent to the site;
- c. topographic contours of no less than 3 m intervals;
- d. all environmentally sensitive areas as identified by provincial and federal government agencies and other non-governmental agencies;
- e. general vegetation characteristics;
- f. soil drainage;
- g. farmland assessment ratios for the site;
- h. existing roads and road structures; and



## Appendix 52 for M.20130627001 (Issue Summary: I.20130710004)

i. potential connections of open space, green spaces, and trails.

The Development Concept Plan shall also contain a description of how storm water is to be managed.

### **Recommendation**

---

Motion to give first reading to Bylaw No. 2013-30, Amend Garner Lake Area Structure Plan - Rezone PNE 22-60-12-W4.

### **Additional Information**

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**Originated By :** kfedoretz



COUNTY OF ST. PAUL NO. 19

BY-LAW NO. 2013-30

A By-law of the County of St. Paul No. 19 in the Province of Alberta to amend the Garner Lake Area Structure Plan.

**WHEREAS**, it is deemed expedient to amend the Garner Lake Area Structure Plan as set out in the Municipal Government Act, 2000 as amended.

**NOW, THEREFORE**, under the authority and subject to the provisions of the Municipal Government Act, 2000, as amended, and by virtue of all other powers it enabling, the Council of the County of St. Paul No. 19, hereby assembled, enacts as follows:

1. Bylaw No. 1576 is hereby amended as follows:

FROM: Rural Conservation Land Use to Residential Conservation

FOR: PNE 22-60-12-W4



Read a first time in Council this 16<sup>th</sup> day of July, A.D. 2013.

Advertised the            day of            , A.D. 2013, and the            day            , A.D. 2013 in the St. Paul Journal.

Read a second time in Council this            day of            , A.D. 2013.

Read a third time and duly passed in Council this            day of            , A.D. 2013.

\_\_\_\_\_  
Reeve

\_\_\_\_\_  
Chief Administrative Officer



JUN-07-2013 FRI 04:35 PM

REALTY EXECUTIVES JOHNSON GROUP

FAX No. 17809984313

ASP

P. 001

2013-30

**THE COUNTY OF ST. PAUL NO. 19  
LAND USE BYLAW**

**TO THE COUNCIL OF THE COUNTY OF ST. PAUL  
APPLICATION FOR AMENDMENT TO THE LAND USE BYLAW NO. 1486**

I/We make application to amend the Land Use Bylaw.

Applicant: Name Jarett Johnson Telephone No. 780-777-9703  
Address #148 10404 99 Ave - Fort Saskatchewan, T8L 3W2

Registered Owner of Land:

Name Mark Widney (1240605 AB Ltd.) Telephone No. 780-718-7294  
Address 53506 Range Road 221, Ardrossan, T8E 2K6  
(if different from Applicant)

Description of Land: Parcel/Lot \_\_\_\_\_ Block \_\_\_\_\_ Registered Plan \_\_\_\_\_  
or as described on Certificate of Title No. 062 220 950 + 1 Section NE 22  
Twp. 60 Range 12 West of the 4<sup>th</sup> Meridian.

Situated within the Gardner Lake Area Structure Plan Land Use District.  
(Rural Conservation)

Amendment applied for

From the following designated permitted Land Use(s).

Rural Conservation Land Use

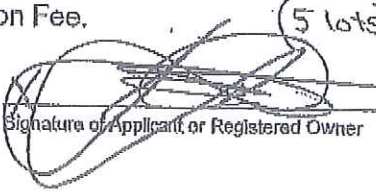
To Residential Conservation Land Use.

Reasons in support of this Application:

To create conventional style residential acreage properties to a maximum of 10 acres with emphasis on maintaining the natural resources and sensitive environment of the lake area. This will allow for others to enjoy the natural environment with leaving approx. 50% of the natural features in an undeveloped state.  
I/We enclose \$350.00 being the Application Fee. (5 lots)(no additional roads).

Date

June 7/2013

  
Signature of Applicant or Registered Owner



FAX No. 17809984313

REALTY EXECUTIVES JOHNSON GROUP

JUN-07-2013 FRI 04:36 PM

SHOWING SUBDIVISION  
OF PART OF  
LOT 1, BLK.1,  
DESCRIPTIVE PLAN DB2 154D  
IN THE  
N.E.1/4 SEC.22-6D-12-4  
AND PART OF THE  
N.W.1/4 SEC.23-6D-12-4  
COUNTY OF ST. PAUL No.19

SCALE 1:6000      2013      D.J. HAGEN, A.L.S.



HAGEN SURVEYS (1982) LTD.

8925-20 STREET, EDMONTON, PH: 464-5506

SURVEYOR'S STAMP

CRAMER ET: DA

CALC'D BY: DA

DATE: May 29, 2013

FILE NO. 069072B

DWG. NO. 06SD72BT

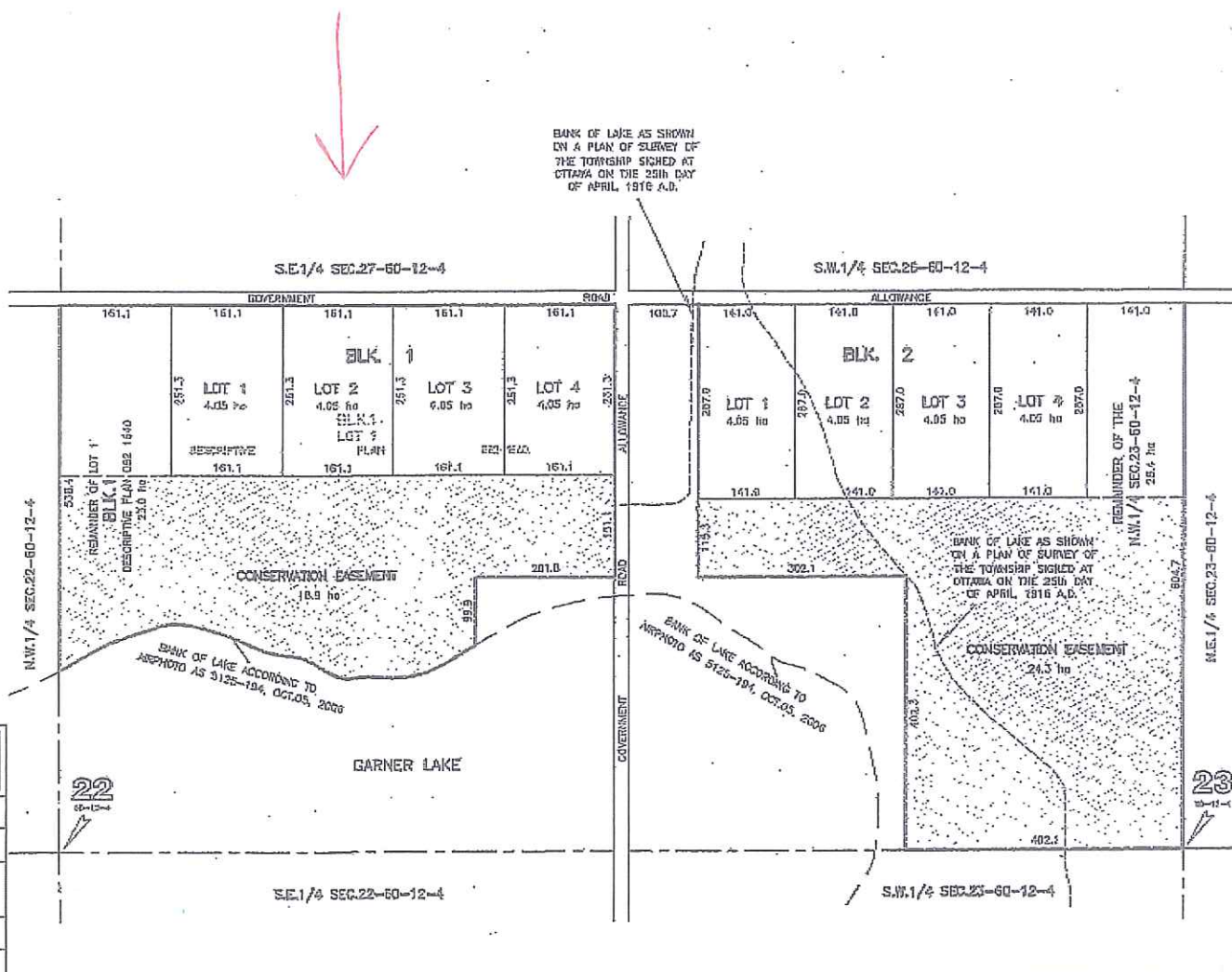
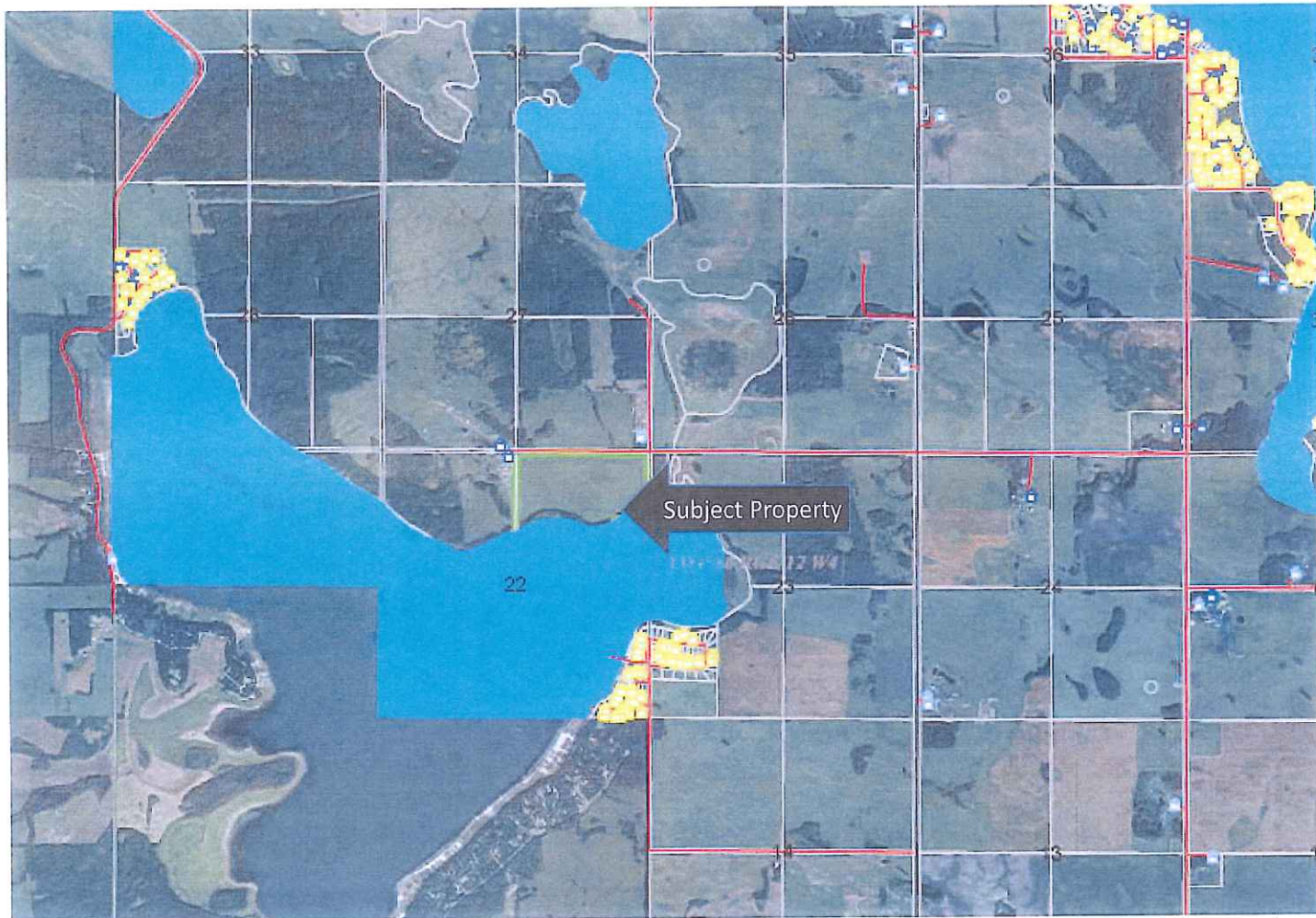




Figure 1.0 – General Location Map







*County of St Paul No 19*  
5015 - 49 Avenue, St. Paul, AB T0A 3A4  
[www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)

## Issue Summary Report

### **BYLAW NO. 2013-31 - AMEND LAND USE BYLAW - REZONE PNE 22-60-12-W4**

**#20130711007**

**Meeting :** July 16, 2013

**Meeting Date :** 2013/07/16 10:00

#### **Background**

---

Bylaw No. 2013-31 is being presented to Council to amend Land use Bylaw No. 2013-11 as it relates to rezoning PNE 22-60-12-W4 from Agricultural to Country Residential (1). The applicant would like to create conventional style residential acreage properties to a maximum of 10 acres - 5 lots.

After first reading, the bylaw must be advertised according to section 606 of the MGA and a public hearing held according to section 230 of the MGA.

The adjacently landowners will also be notified of the proposed rezoning.

#### **Recommendation**

---

Motion to give first reading to Bylaw No. 2013-31, to amend Land use Bylaw No. 2013-11, as it relates to rezoning PNE 22-60-12-W4 from Agricultural to Country Residential (1).

#### **Additional Information**

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**Originated By :** pcorbiere



COUNTY OF ST. PAUL NO. 19

BY-LAW NO. 2013-31

A By-law of the County of St. Paul No. 19 in the Province of Alberta to amend the Land Use Bylaw No. 2013-11

**WHEREAS**, it is deemed expedient to amend the Land Use Bylaw of St. Paul and County of St. Paul as set out in the Municipal Government Act, 2000 as amended.

**NOW, THEREFORE**, under the authority and subject to the provisions of the Municipal Government Act, 2000, as amended, and by virtue of all other powers it enabling, the Council of the County of St. Paul No. 19, hereby assembled, enacts as follows:

1. Bylaw No. 2013-11 is hereby amended as follows:

FROM:     Agricultural to Country Residential One  
FOR:        PNE 22-60-12-W4



Read a first time in Council this 16<sup>th</sup> day of July, A.D. 2013.

Advertised the            day of            , A.D. 2013, and the            day            , A.D. 2013 in the St. Paul Journal.

Read a second time in Council this            day of            , A.D. 2013.

Read a third time and duly passed in Council this            day of            , A.D. 2013.

\_\_\_\_\_  
Reeve

\_\_\_\_\_  
Chief Administrative Officer



JUN-07-2013 FRI 04:35 PM

REALTY EXECUTIVES JOHNSON GROUP

FAX No. 17809984313

P. 001

2013 - 31

**THE COUNTY OF ST. PAUL NO. 19  
LAND USE BYLAW**

**TO THE COUNCIL OF THE COUNTY OF ST. PAUL  
APPLICATION FOR AMENDMENT TO THE LAND USE BYLAW NO. 1486**

I/We make application to amend the Land Use Bylaw.

Applicant: Name Jaquett Johnson Telephone No. 780-777-9703  
Address #148 10404 99 Ave - Fort Saskatchewan, T8L 3W2

Registered Owner of Land:

Name Mark Widney (1240605 AB Ltd.) Telephone No. 780-718-7294  
Address 53506 Range Road 221, Ardrossan, T8E 2K6  
(If different from Applicant)

Description of Land: Parcel/Lot \_\_\_\_\_ Block \_\_\_\_\_ Registered Plan \_\_\_\_\_  
or as described on Certificate of Title No. 062 220 950 + 1 Section NE 22  
Twp. 60 Range 12 West of the 4<sup>th</sup> Meridian.

Situated within the Agricultural Land Use District.

Amendment applied for

From the following designated permitted Land Use(s).

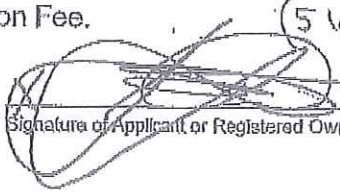
Agricultural

To Country Residential Land Use.

Reasons in support of this Application:

To create conventional style residential acreage properties to a maximum of 10 acres with emphasis on maintaining the natural resources and sensitive environment of the lake area. This will allow for others to enjoy the natural environment with leaving approx. 50% of the natural features in an undeveloped state.  
I/We enclose \$350.00 being the Application Fee. (5 lots) (no additional roads)

Date June 7/2013

  
Signature of Applicant or Registered Owner



JUN-07-2013 FRI 04:36 PM

REALTY EXECUTIVES JOHNSON GROUP

FAX No. 17809984813

P. 003

SURVEYOR'S STAMP	
HAGEN SURVEYS (1982) LTD.	
3929-20 STREET, EDMONTON, P.M. 464-5506	
DRAWN BY:	DA
CALCD. BY:	DA
DATE:	May 29, 2013
FILE NO.	08S07228
DESS. NO.	06S0728T



SCALE 1:5000 D.J. HAGEN A.L.S. 2013

TENTATIVE PLAN  
SHOWING SUBDIVISION  
OF PART OF  
LOT 1, BLK. 1,  
IN THE  
N.E.1/4 SEC.22-60-12-4  
AND PART OF THE  
N.W.1/4 SEC.23-60-12-4  
COUNTY OF ST. PAUL No.19

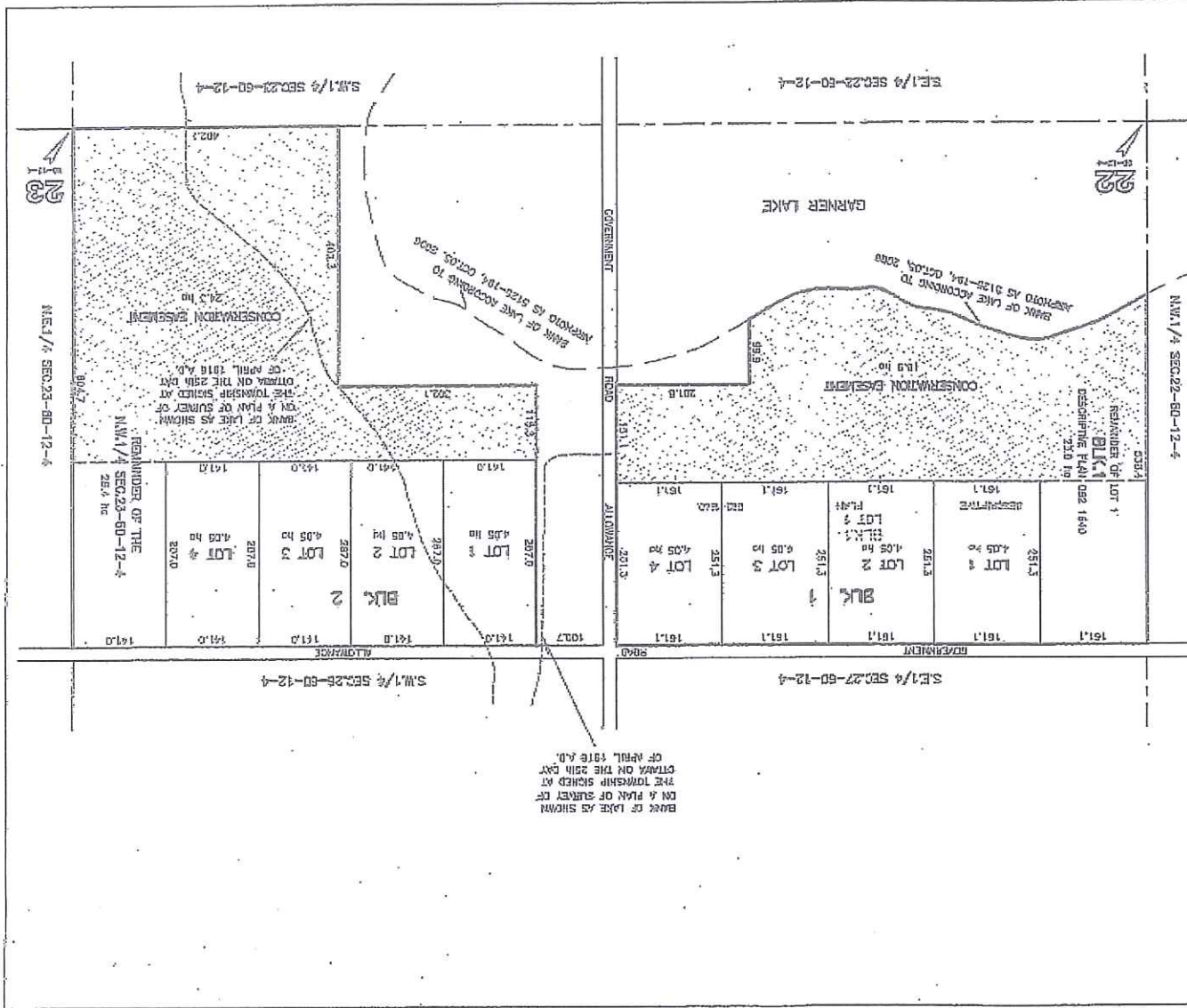
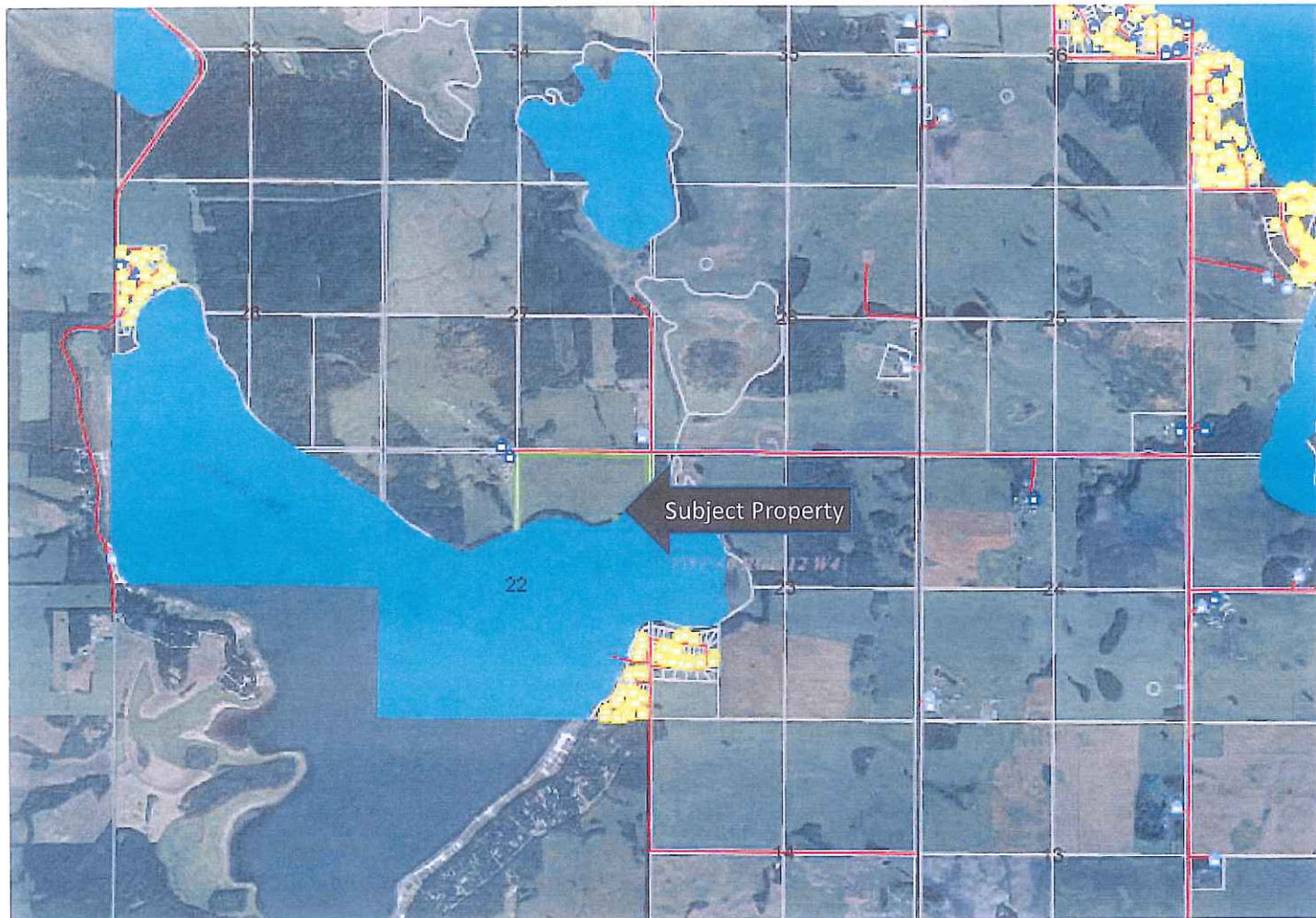




Figure 1.0 – General Location Map







*County of St Paul No 19*  
5015 - 49 Avenue, St. Paul, AB T0A 3A4  
[www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)

## Issue Summary Report

### **BYLAW NO. 2013-32 - AMEND GARNER LAKE ASP - REZONE PNW 23-60-12-W4**

**#20130710005**

**Meeting :** July 16, 2013

**Meeting Date :** 2013/07/16 10:00

#### **Background**

---

The Planning Department has received an application from a landowner who wishes to rezone PNW 23-60-12-W4 in the Garner Lake Area Structure Plan from Rural Conservation to Residential Conservation. The landowner wants to create conventional style residential acreage properties (5 lots) to a maximum of 10 acres with emphasis on maintaining the natural resources and sensitive environment of the lake area.

Before proceeding to the bylaw stage, Krystle Fedoretz will be in to discuss this application with Council. She has provided the following information for Council to consider.

Among other matters, in dealing with an amendment to this Area Structure Plan to change the designation of an area to Residential Conservation Area, Council will consider what it believes will be the impact of the proposed development on Garner Lake, as well as the impact of the development of those lands within the Plan area which may have already been approved for development, but which might not yet have been sold, leased, or developed. The proponent of the amendment shall be responsible for providing the information necessary for Council to make that assessment, and County staff will work with the proponent to provide what information it can to help Council in this consideration.

The Development Concept Plan shall include a site analysis, usually in map form with some text describing the features of the map (or maps). Layout of the development should be based on the findings of the site analysis. The purpose of the site analysis is to ensure that the important site features have been identified and that the proposed Environmental Reserve, Municipal Reserve and other open and protected spaces will meet the requirements of these policies. The site analysis should indicate:

- a. existing and proposed site and property boundaries;
- b. all streams, rivers, lakes, wetlands, and other hydro-geological features (including seasonal water flow and ponding areas) within and adjacent to the site;
- c. topographic contours of no less than 3 m intervals;
- d. all environmentally sensitive areas as identified by provincial and federal government agencies and other non-governmental agencies;
- e. general vegetation characteristics;
- f. soil drainage;
- g. farmland assessment ratios for the site;
- h. existing roads and road structures; and



## Appendix 58 for M.20130627001 (Issue Summary: I.20130710005)

i. potential connections of open space, green spaces, and trails.

The Development Concept Plan shall also contain a description of how storm water is to be managed.

### **Recommendation**

---

Motion to give first reading to Bylaw No. 2013-32.

### **Additional Information**

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**Originated By :** kfedoretz



COUNTY OF ST. PAUL NO. 19

BY-LAW NO. 2013-32

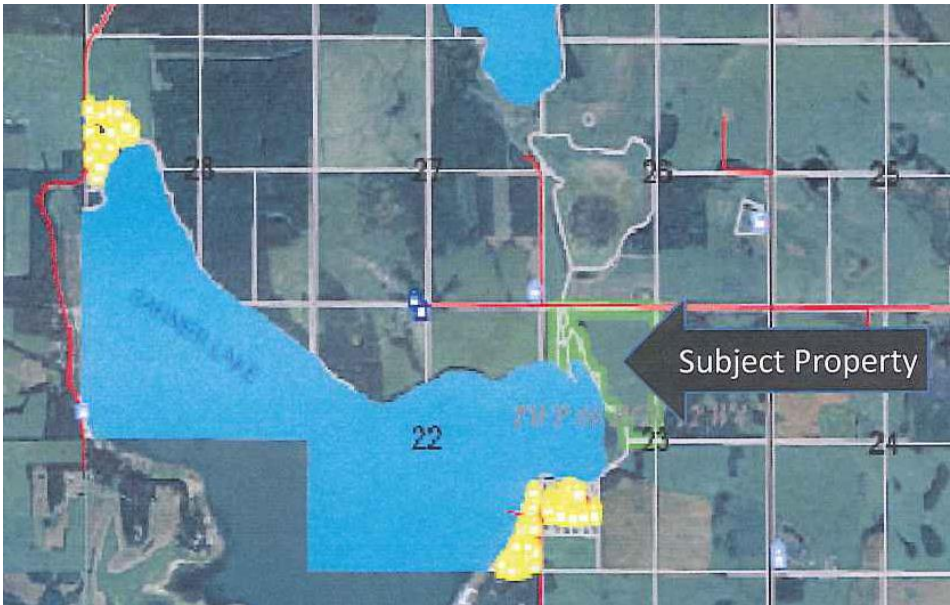
A By-law of the County of St. Paul No. 19 in the Province of Alberta to amend the Garner Lake Area Structure Plan.

**WHEREAS**, it is deemed expedient to amend the Garner Lake Area Structure Plan as set out in the Municipal Government Act, 2000 as amended.

**NOW, THEREFORE**, under the authority and subject to the provisions of the Municipal Government Act, 2000, as amended, and by virtue of all other powers it enabling, the Council of the County of St. Paul No. 19, hereby assembled, enacts as follows:

- 1. Bylaw No. 1576 is hereby amended as follows:

FROM: Rural Conservation Land Use to Residential Conservation  
FOR: PNW 23-60-12-W4



Read a first time in Council this 16<sup>th</sup> day of July, A.D. 2013.

Advertised the       day of       , A.D. 2013, and the       day       , A.D. 2013 in the St. Paul Journal.

Read a second time in Council this       day of       , A.D. 2013.

Read a third time and duly passed in Council this       day of       , A.D. 2013.

\_\_\_\_\_  
Reeve

\_\_\_\_\_  
Chief Administrative Officer



JUN-07-2013 FRI 04:35 PM

REALTY EXECUTIVES JOHNSON GROUP

FAX No. 17809984313

ASP

P. 002

2013-32

**THE COUNTY OF ST. PAUL NO. 19  
LAND USE BYLAW**

**TO THE COUNCIL OF THE COUNTY OF ST. PAUL  
APPLICATION FOR AMENDMENT TO THE LAND USE BYLAW NO. 1486**

I/We make application to amend the Land Use Bylaw.

Applicant: Name Tarett Johnson Telephone No. 780-777-9703  
Address #148 10404 99 Ave - Fort Saskatchewan, T8L 3W2

Registered Owner of Land:

Name Mark Widney (1240605 AB Ltd.) Telephone No. 780-718-7294  
Address 53506 Range Road 221, Ardrossan, T8E 2K6  
(If different from Applicant)

Description of Land: Parcel/Lot \_\_\_\_\_ Block \_\_\_\_\_ Registered Plan \_\_\_\_\_  
or as described on Certificate of Title No. 062 220 950 Section NW 23  
Twp. 60 Range 12 West of the 4<sup>th</sup> Meridian.

Situated within the Gardner Lake Area Structure Plan Land Use District.  
(Rural Conservation)

Amendment applied for

From the following designated permitted Land Use(s).

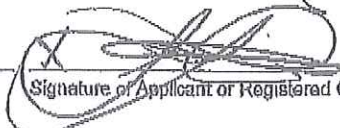
Rural Conservation Land Use

To Residential Conservation Land Use.

Reasons in support of this Application:

To create conventional style residential acreage properties to a maximum of 10 acres with emphasis on maintaining the natural resources and sensitive environment of the lake area. This will allow for others to enjoy the natural environment with leaving approx. 50% of the natural features in an undeveloped state.  
I/We enclose \$350.00 being the Application Fee. (5 lots)(no additional roads)

Date June 7/2013

  
Signature of Applicant or Registered Owner



P. 003

FAX No. 17809984313

REALTY EXECUTIVES JOHNSON GROUP

JUN-07-2013 FRI 04:36 PM

# TENTATIVE PLAN

SHOWING SUBDIVISION  
OF PART OF

LOT 1, BLK.1,

DESCRIPTIVE PLAN DB2 1540

IN THE

N.E.1/4 SEC.22-60-12-4

AND PART OF THE

N.W.1/4 SEC.23-60-12-4

COUNTY OF ST. PAUL No.19

SCALE 1:5000 2013 D.J. HAGEN, A.L.S.



HAGEN SURVEYS (1982) LTD.

8925-20 STREET, EDMONTON, P.H: 464-5506

SURVEYOR'S STAMP

DRAWN BY: DA

CALC'D. BY: DA

DATE: May 29, 2013

FILE NO. 06S0728

ONG. NO. 06SD728T

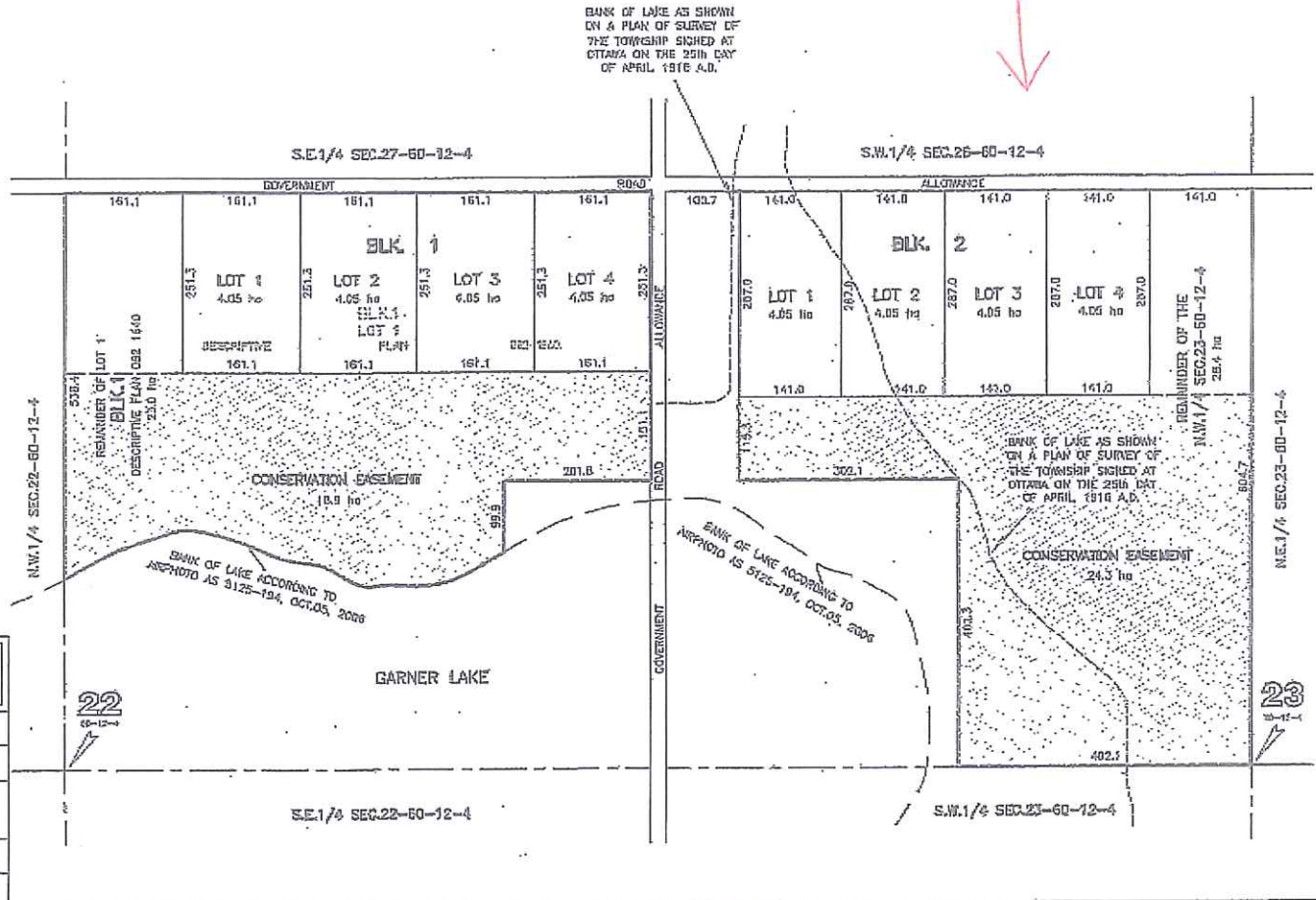
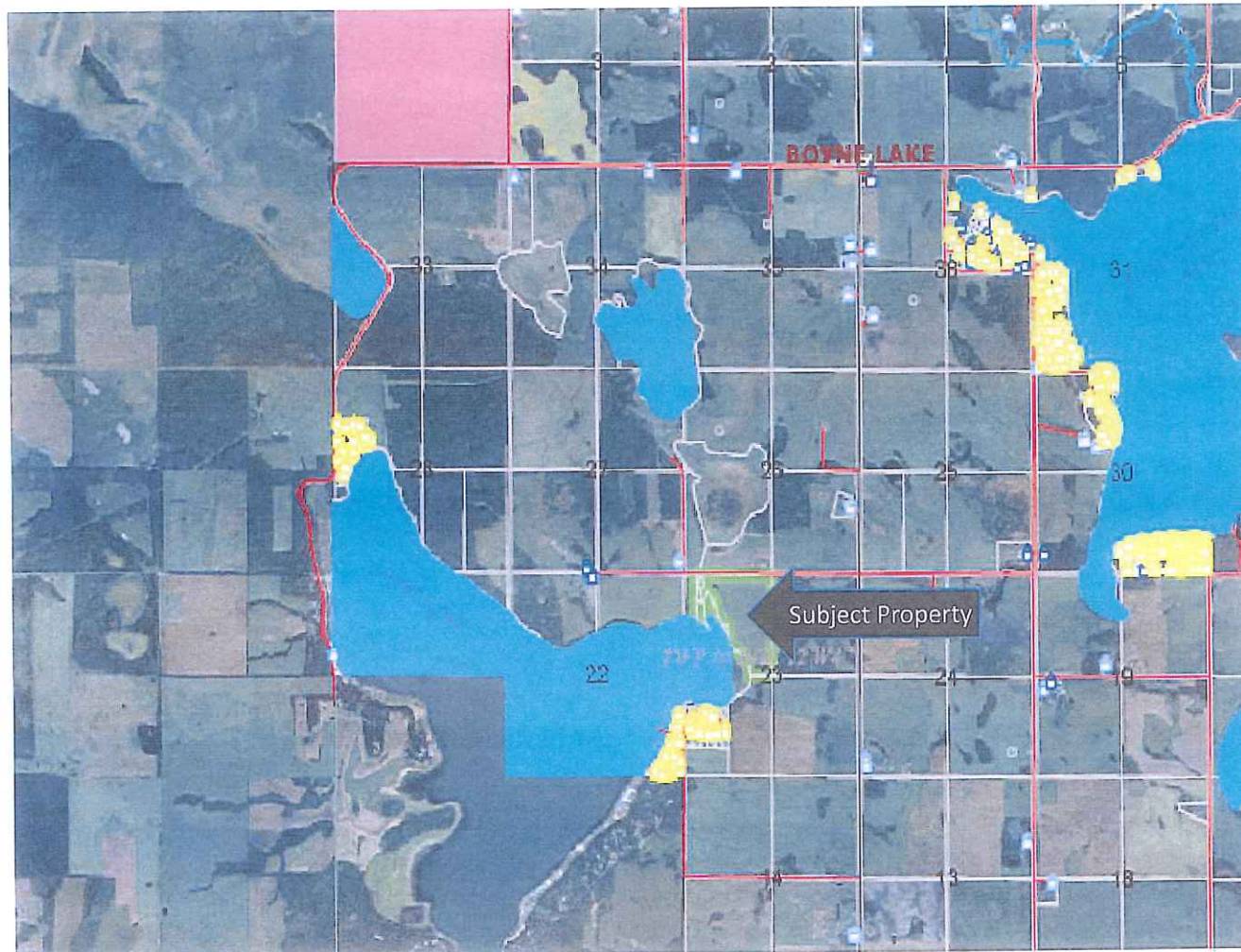




Figure 1.0 – General Location Map







*County of St Paul No 19*  
5015 - 49 Avenue, St. Paul, AB T0A 3A4  
[www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)

## Issue Summary Report

### **BYLAW NO. 2013-33 - AMEND LAND USE BYLAW - REZONE PNW 23-60-12-W4**

**#20130711008**

**Meeting :** July 16, 2013

**Meeting Date :** 2013/07/16 10:00

#### **Background**

---

Bylaw No. 2013-33 is being presented to Council to amend Land Use Bylaw No. 2013-11 as it relates to rezoning PNW 23-60-12-W4 from Agricultural to Country Residential (1). The applicant wants to create conventional style residential acreage properties to a maximum of 10 acres but the current zoning does not allow for it.

After first reading, the Bylaw must be advertised according to section 606 of the M.G.A.. and a public hearing held according to section 230 of the M.G.A.

The adjacent landowners will also be notified of the proposed rezoning.

#### **Recommendation**

---

Motion to give first reading to Bylaw No. 2013-33, to amend Land use Bylaw No. 2013-11, as it relates to rezoning PNW 23-60-12-W4 from Agricultural to Country Residential (1).

#### **Additional Information**

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**Originated By :** pcorbiere







2013-33

**THE COUNTY OF ST. PAUL NO. 19  
LAND USE BYLAW**

**TO THE COUNCIL OF THE COUNTY OF ST. PAUL  
APPLICATION FOR AMENDMENT TO THE LAND USE BYLAW NO. 1486**

I/We make application to amend the Land Use Bylaw.

Applicant: Name Jarett Johnson Telephone No. 780-777-9703  
Address #148 10404 99 Ave - Fort Saskatchewan, T8L 3W2

Registered Owner of Land:

Name Mark Widney (1240605 AB Ltd.) Telephone No. 780-718-7294  
Address 53506 Range Road 221, Ardrossan, T8E 2K6  
(If different from Applicant)

Description of Land: Parcel/Lot \_\_\_\_\_ Block \_\_\_\_\_ Registered Plan \_\_\_\_\_  
or as described on Certificate of Title No. 062 220 950 Section NW 23  
Twp. 60 Range 12 West of the 4<sup>th</sup> Meridian.

Situated within the Agricultural Land Use District.

Amendment applied for

From the following designated permitted Land Use(s).

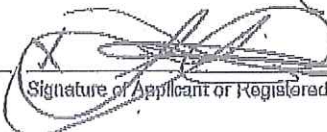
Agricultural

To: Country Residential Land Use.

Reasons in support of this Application:

To create conventional style residential acreage properties to a maximum of 10 acres with emphasis on maintaining the natural resources and sensitive environment of the lake area. This will allow for others to enjoy the natural environment with leaving approx. 50% of the natural features in an undeveloped state.  
I/We enclose \$350.00 being the Application Fee. (5 lots)(no additional roads)

Date June 7/2013

  
Signature of Applicant or Registered Owner



P. 003

FAX No. 17809984313

REALTY EXECUTIVES JOHNSON GROUP

JUN-07-2013 FRI 04:36 PM

# TENTATIVE PLAN

SHOWING SUBDIVISION  
OF PART OF

LOT 1, BLK. 1,  
DESCRIPTIVE PLAN 082 1540

IN THE

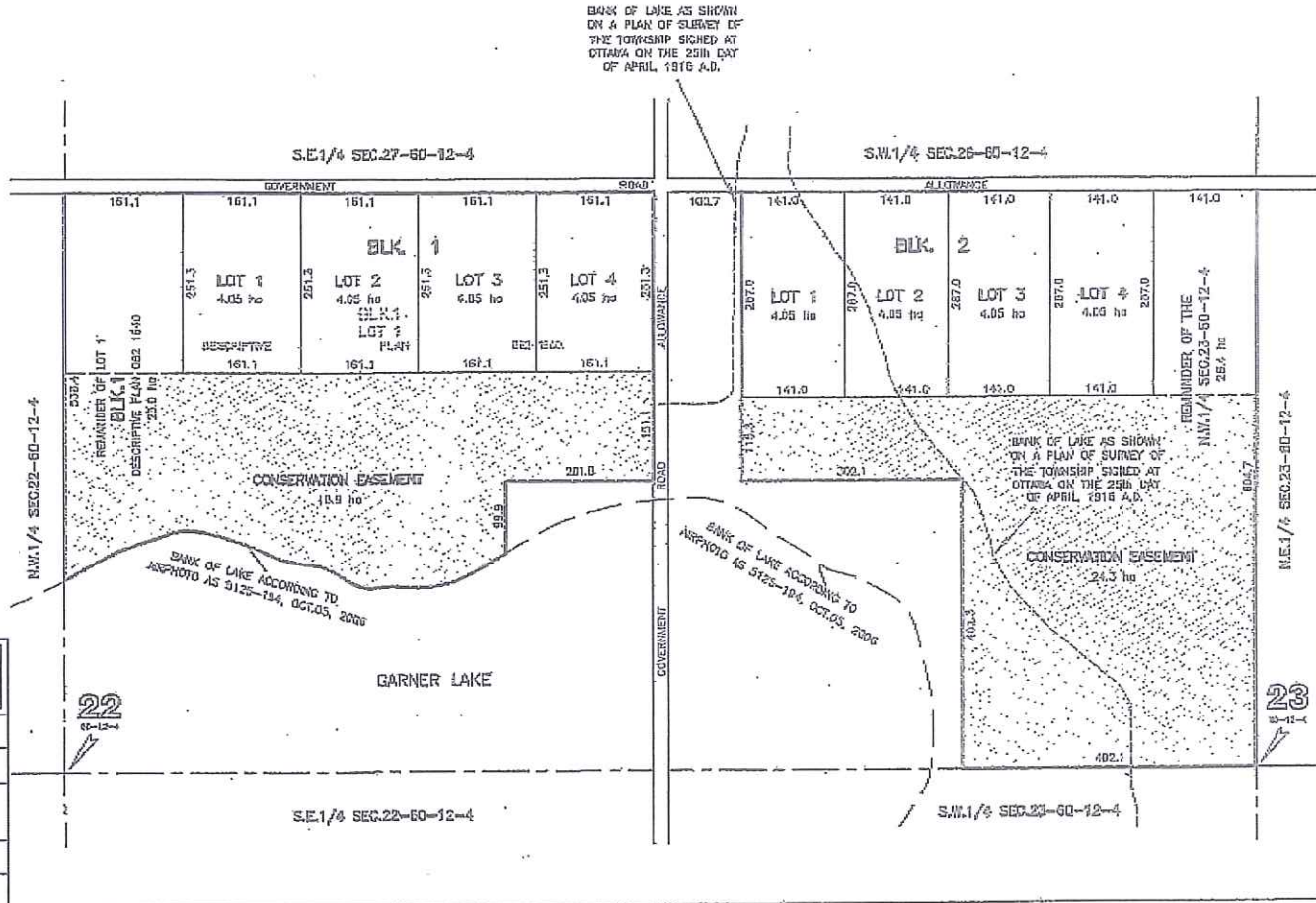
N.E.1/4 SEC.22-60-12-4

AND PART OF THE

N.W.1/4 SEC.23-60-12-4

COUNTY OF ST. PAUL No.19

SCALE 1:6000 2013 D.J. HAGEN, A.L.S.



HAGEN SURVEYS (1982) LTD.

8929-20 STREET, EDMONTON, AB T6E 4S6

SURVEYOR'S STAMP

DRAWN BY: DA

CALC'D. BY: DA

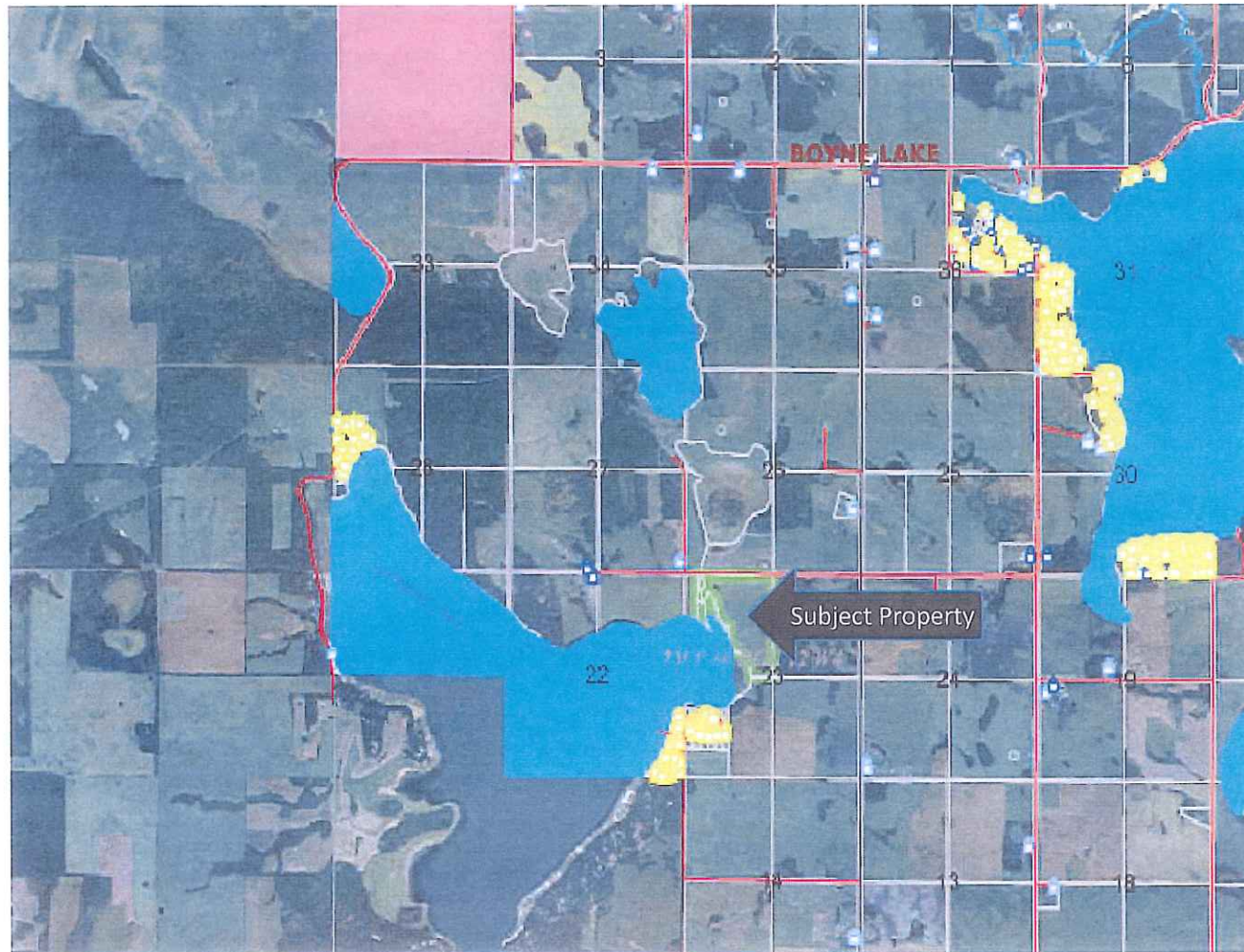
DATE: May 29, 2013

FILE NO. 06S0728

DRG. NO. 06S0728T



Figure 1.0 – General Location Map







*County of St Paul No 19*  
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## Issue Summary Report

### REQUEST TO WAIVE SUBDIVISION FEE

**#20130710008**

**Meeting :** July 16, 2013

**Meeting Date :** 2013/07/16 10:00

#### Background

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In February, 2012 the landowner submitted \$1,000 with his application to subdivide the NE 30-57-6-W4 into 4 five acre parcels plus the main area. However, the parcels would have fronted on the Moosehills Road therefore he was required to build a service road which would have cost him \$175,000. He has now submitted a different application to subdivide the quarter into two 70 acre parcels and two 10 acre parcels and has been informed that there will be another \$1,000 application fee.

His first application was accepted February 7, 2012, conditionally approved March 13, 2012 (Conditional approval included provisions for a service road) and expired March 13, 2013. His second application was accepted April 10, 2013, conditionally approved June 4, 2013, and expires June 4, 2014.

The landowner is requesting that Council consider waiving the \$1,000 application fee.

Krystle Fedoretz will be in to speak with Council about the application fee.

#### Recommendation

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As per Council's wishes.

#### Additional Information

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**Originated By :** pcorbiere



April 9, 2013

County of St Paul Council

St Paul AB

Dear Council,

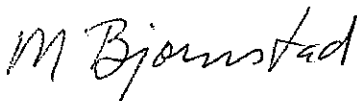
In February 2012 I started an application to subdivide my home quarter section near Elk Point (Ne 30 57 6w4) into 4 five acre parcels plus the main area. At the start I paid the \$1000 to start the application process.

Because the Moosehills Road, which the parcels would have fronted on is now a busy highway, a conditional approval was given that had conditions of only one new approach and a service road for quite a bit of the quarter. The only firm estimate I was able to get for this service road was \$175,000 which was more than the likely selling price with other costs factored in. I cannot go to the eastern boundary because the road there is an oil company road not built to county standards. I have met numerous times with county staff, surveyors, and realtors to discuss other possible configurations.

We now are working on an application splitting of the quarter into two 70 acre parcels and two ten acre parcels. This will now start as a new application to go forward for review. However because of the changes, I am now required to pay a new fee of \$1000 to start the process again. It is really the same subdivision looking for a way forward, to meet the rules for subdivision and have the land suitable for possible purchasers.

I would like to ask council's permission to waive the new \$1000 subdivision fee.

Sincerely yours,

A handwritten signature in cursive script that reads "M Bjornstad".

Marvin Bjornstad





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## Issue Summary Report

### COMPENSATION FOR EXTRA ROAD WIDENING

**#20130711003**

**Meeting :** July 16, 2013

**Meeting Date :** 2013/07/16 10:00

#### Background

---

In 2006 Mr. Marcoux signed an easement for compensation for fencing for the construction of the Pomerleau road. A 17 foot road widening was taken in front of his property when Mr. Marcoux subdivided his acreage, so another easement was signed. We now require a motion to approve the easement to compensate Mr. Marcoux for the .55 acres.

Dennis Bergheim will be in to speak with Council about this easement.

#### Recommendation

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Motion to approve the easement on NE 6-58-8-W4 with Oliva and Linda Marcoux.

#### Additional Information

---

**Originated By :** pcorbiere





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## Issue Summary Report

### EXPLORE LAGOON AT LAC SANTE WITH COUNTY OF TWO HILLS #20130711002

**Meeting :** July 16, 2013

**Meeting Date :** 2013/07/16 10:00

#### Background

---

The 5th item under Goal 8 of the 2013 Strategic Plan is to "Explore joint lagoon with the County of Two Hills for Lac Sante area".

I have contacted the County of Two Hills to see if they want to partner on a lagoon near Lac Sante. It will be on their Council agenda on Tuesday to see if they are interested. If Council is interested in exploring a joint lagoon with Two Hills, we would require a motion to make application to the Regional Collaboration Grant to do a study regarding the feasibility of the Construction of a joint lagoon in the Lac Sante area (joint with the County of Two Hills). We could be the managing partner for the grant – as we have experience with the Whitney Lake Lagoon.

Alan McCann of Omni McCann was the consultant on the Whitney Lake Lagoon, in discussions with him, he has indicated that we should do a study regarding a location for a lagoon. He will provide me with an estimate for the feasibility study prior to the Council meeting - so I will have that number available for Council's consideration during the meeting. We would make application under the Regional Collaboration Grant to proceed with the study - should both Council's be in favour.

The actual cost of the Whitney Lake Lagoon was \$356, 630 in 2006. Operating costs for 2012 were \$ 42,125.40.

#### Recommendation

---

Council to decide if they will explore a joint Lagoon with the County of Two Hills.

#### Additional Information

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**Originated By :** skitz





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## Issue Summary Report

### LAND LEASE

**#20130710009**

**Meeting :** July 16, 2013

**Meeting Date :** 2013/07/16 10:00

### Background

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The Canadian Sunday School Mission is requesting to renew their lease for PNE 8-56-4-W4 (Old Landfill Site) from June 25 to August 10, 2013. During this period of time, they hold a summer camp for children and they use the old landfill site to graze the horses that are used at the summer camp.

Section 61 of the M.G.A. allows a municipality to grant rights with respect to its property.

### Recommendation

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Motion to approve the land lease with the Canadian Sunday School Mission for PNE 9-56-4-W4 from June 25 to August 10, 2013.

### Additional Information

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**Originated By :** pcorbiere





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## Issue Summary Report

### CULDESACS IN MICHAUD ESTATES

**#20130712002**

**Meeting :** July 16, 2013

**Meeting Date :** 2013/07/16 10:00

#### Background

---

At the June 25, 2013 Public Works meeting, Council was presented with a request from Richard and Joan Flood (attached). This request was for the building and potential subsequent paving of the roads to two culdesacs in the Michaud Estates development on Vincent Lake. They would like the roads to be built this year should the County have the time to do so.

The road construction schedule is fairly busy this year, so Administration would recommend that Council refer this project to the 2014 Strategic Planning session.

#### Recommendation

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That the building of the roads in the culdesacs in the Michaud Estates be referred to the 2014 Strategic Planning Session to be held in the fall of 2013.

#### Additional Information

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**Originated By :** skitz



June 21, 2013

The County of St .Paul

Public Works

Attention: Shelia Kitz & Councillors

Re: Road Pavement Michaud Estates

We were advised earlier this year that the access roads to our lots in the Michaud Estates would be paved shortly after the May long weekend.

To date there has been not activity in preparation for the paving.....in fact there does not appear any maintenance has been done to the existing roads, as they are overgrown.

As taxpayers we have been patient in the upgrading of these roads but current condition of these roads are discouraging further lot development.

What date is the paving of these roads now scheduled?

Yours truly,

Richard and Joan Flood





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## Issue Summary Report

### REQUEST FOR LETTER OF SUPPORT - MALLAIG LEGION

#20130712003

Meeting : July 16, 2013

Meeting Date : 2013/07/16 10:00

#### Background

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The Mallaig Legion requested a letter of support to accompany their New Horizons grant application for funding to prepare blueprints and engineering for additions and upgrade to the Mallaig Legion Hall which includes rebuilding of the kitchen and increasing the floor space.

#### Recommendation

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Motion to ratify the letter of support for the Mallaig Legion.

#### Additional Information

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Originated By : pcorbiere



July 4, 2013

Mallaig Legion #260  
Box 171  
Mallaig, AB TOA 2K0

Dear Legion Members:

Please accept this letter as a show of support in principle from the County of St. Paul to accompany your New Horizons Grant Application for funding to prepare blueprints and engineering for additions and upgrades to the Mallaig Legion Hall which includes rebuilding of the kitchen and increasing the floor space.

Council would like to thank you for your commitment to the community of Mallaig. This hall is an important facility for the community and your dedication and hard work to keep this facility maintained and up to date is much appreciated.

We wish you success with this very worthwhile project.

Yours truly,

Sheila Kitz, CLGM  
Chief Administrative Officer

/pjc





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## Issue Summary Report

### IN CAMERA

**#20130712001**

**Meeting :** July 16, 2013

**Meeting Date :** 2013/07/16 10:00

### Background

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Information to be presented at Council Meeting.

### Recommendation

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Motion to go into camera to discuss a legal issues.

### Additional Information

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**Originated By :** pcorbiere





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## Issue Summary Report

### FLOODING IN SOUTHERN ALBERTA

**#20130715001**

**Meeting :** July 16, 2013

**Meeting Date :** 2013/07/16 10:00

#### Additional Information

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**Originated By :** pcorbiere





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## Issue Summary Report

### SCHOOL DIVISION - REQUEST TO HOLD JOINT ELECTION

#20130715002

**Meeting :** July 16, 2013

**Meeting Date :** 2013/07/16 10:00

#### Recommendation

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Motion to enter into an agreement with St. Paul Education Regional Division No. 1 to hold a joint election on october 21, 2013.

#### Additional Information

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**Originated By :** pcorbiere





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## Issue Summary Report

### CONSTRUCTION OF RANGE ROAD 102

#20130716001

Meeting : July 16, 2013

Meeting Date : 2013/07/16 10:00

#### Additional Information

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Originated By : pcorbiere





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## Issue Summary Report

**HUB AGM - HWY 28**

**#20130716002**

**Meeting :** July 16, 2013

**Meeting Date :** 2013/07/16 10:00

### Additional Information

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**Originated By :** pcorbiere





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## Issue Summary Report

-

**#20130716003**

**Meeting :** July 16, 2013

**Meeting Date :** 2013/07/16 10:00

### Additional Information

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**Originated By :** pcorbiere





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## Issue Summary Report

-

**#20130716004**

**Meeting :** July 16, 2013

**Meeting Date :** 2013/07/16 10:00

### Additional Information

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**Originated By :** pcorbiere





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## Issue Summary Report

### CAO REPORT

**#20130627001**

**Meeting :** July 16, 2013

**Meeting Date :** 2013/07/16 10:00

### Additional Information

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**Originated By :** skitz





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## Issue Summary Report

### REPORTS

**#20130627002**

**Meeting :** July 16, 2013

**Meeting Date :** 2013/07/16 10:00

### Additional Information

---

**Originated By :** pcorbiere





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## Issue Summary Report

### COUNCIL FEES

**#20130627005**

**Meeting :** July 16, 2013

**Meeting Date :** 2013/07/16 10:00

### Recommendation

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Motion to approve the Council Fees for the Month of June, 2013 as circulated.

### Additional Information

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**Originated By :** tmahdiuk





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## Issue Summary Report

### LISTING OF ACCOUNTS PAYABLE

**#20130627004**

**Meeting :** July 16, 2013

**Meeting Date :** 2013/07/16 10:00

#### Recommendation

---

Motion to file the listing of Accounts Payable as circulated:

<u>Batch</u>	<u>Cheque Date</u>	<u>Cheque Nos.</u>	<u>Batch Amount</u>
16984	June 7, 2013	17390-17463	\$3,689,948.41
16990	June 10, 2013	17464	\$ 911.48
17016	June 19, 2013	17465-17559	\$ 743,853.06
17037	June 27, 2013	17560-17614	\$ 264,731.82

#### Additional Information

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**Originated By :** pcorbiere





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## Issue Summary Report

### BUDGET TO ACTUAL

**#20130627003**

**Meeting :** July 16, 2013

**Meeting Date :** 2013/07/16 10:00

### Executive Summary

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### Recommendation

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Motion to approve the budget to actual as of June 30, 2013.

### Additional Information

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**Originated By :** skitz