



County of St Paul No 19
5015 - 49 Avenue, St. Paul, AB T0A 3A4
www.county.stpaul.ab.ca

October 8, 2013

Tuesday, October 08, 2013

Start time 10:00 AM

AGENDA

1. **CALL TO ORDER**
2. **MINUTES**
 - 2.1 **SEPTEMBER 10, 2013 (2013/09/10)**
3. **BANK RECONCILIATION - AUGUST AND SEPTEMBER**
4. **ADDITIONS TO AGENDA AND ACCEPTANCE OF AGENDA**
5. **BUSINESS ARISING FROM MINUTES**
 - 5.1. **BYLAW NO. 2013-39 - ROAD CLOSURE BETWEEN SE 21 AND SW 22-58-11-W4**
6. **DELEGATION**
 - 6.1. **11:00 A.M. - TREVOR KOTOWICH, ST. PAUL FIRE CHIEF**
7. **NEW BUSINESS**
 - 7.1. **UTILITY TRAINING - OCT. 23-25**
 - 7.2. **2013 BELLAMY PARTNERSHIP FORUM - NOV. 27 & 28**
 - 7.3. **RUSA CONFERENCE - DEC. 3-5**
 - 7.4. **COMMUNITY WORKING GROUP COMMITTEE**
 - 7.5. **2013 STRATEGIC PLAN UPDATE - 3RD QUARTER**
 - 7.6. **COUNCILLOR ORIENTATION**
 - 7.7. **BYLAW NO. 2013-38 LICENCE ROAD ALLOWANCE**
 - 7.8. **BYLAW NO. 2013-40 - RESCIND BYLAW NO. 2013-01**
 - 7.9. **SUBDIVISION - PAVEMENT OF INTERNAL ROADS**
 - 7.10. **GRAVEL FOR HAYING IN THE 30S**
 - 7.11. **6TH ANNUAL CLASSIC FARMER'S SPIEL**
 - 7.12. **FERN CHAPEL - HISTORICAL DESIGNATION**
 - 7.13. **EXTEND MUNICIPAL INTERN POSITION FOR ONE YEAR**
 - 7.14. **WATER FOR ASHMONT /LOTTIE LAKE**
 - 7.15. **SEWER BACK UP IN MALLAIG**

7.16. IN CAMERA ITEM

8. CORRESPONDENCE

8.1. THANK YOU LETTERS

9. REPORTS

9.1. CAO REPORT

9.2. REPORTS

9.3. PUBLIC WORKS REPORT

10. UPCOMING MEETINGS

10.1. OCTOBER 29 @ 9:00 A.M. - ORGANIZATIONAL MEETING/INTRO OF MANAGEMENT TEAM/PUBLIC WORKS

10.2. NOVEMBER 1 - ASB REGIONAL MEETING - CZAR

10.3. NOVEMBER 12-15 - AAMD&C FALL CONVENTION

10.4. NOVEMBER 19 @ 10:00 A.M. - COUNCIL MEETING

11. FINANCIAL

11.1. COUNCIL FEES

11.2. BUDGET TO ACTUAL

11.3. LISTING OF ACCOUNTS PAYABLE

12. ADJOURNMENT



September 10, 2013

Start time : 10:00 AM

MINUTES

CALL TO ORDER

The 621st meeting of the Council of the County of St. Paul No. 19 was called to order by Reeve Steve Upham at 10:00 a.m., Tuesday, September 10, 2013 at the County Office in St. Paul, there being present the following:

Reeve Steve Upham

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

Kyle Attanasio Municipal Intern

Janice Huser St. Paul Journal

Absent: Glen Ockerman

MINUTES

Resolution #CM20130910.1001

Moved By: Councillor Maxine Fodness

Motion to approve the minutes of the August 13, 2013 Council Meeting as presented.

CARRIED

BANK RECONCILIATION

Resolution #CM20130910.1002

Moved By: Councillor Frank Sloan

Motion to table the Bank Reconciliation for the month ending August 30, 2013 to September Public Works Meeting.

CARRIED

ADDITIONS TO AGENDA AND ACCEPTANCE OF AGENDA

The following additions were made to the agenda:

7.25 St. Paul Champions for Change 4th Annual Harvest Ball

7.26 Partners in Excellence 2013 Conference & Trade Show

7.27 Request to Purchase Truck for LARA under County's Fleet number

7.28 St. Paul Fire Department - Request for 20 Yards of Cold Mix

7.29 Request for School Bus Sign along Secondary Highway 646

7.30 2013 Municipal Fall Election Pay Schedule

7.31 Funding Request from Alberta Beef Producers for Survey

7.32 2013 Elk Point Emergency Services Golf Tournament

Resolution #CM20130910.1003

Moved By: Councillor Cliff Martin

Motion to adopt the agenda for the Regular Meeting of Council for September 10, 2013 with the above noted additions.

CARRIED

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

Resolution #CM20130910.1004

Moved By: Councillor Cliff Martin

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.

CARRIED

Resolution #CM20130910.1005

Moved By: Councillor Maxine Fodness

Motion to give second reading to Bylaw 2013-26.

CARRIED

Resolution #CM20130910.1006

Moved By: Councillor Alphonse Corbiere

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

CARRIED UNANIMOUSLY

Resolution #CM20130910.1007

Moved By: Councillor Dwight Dach

Motion to give third reading to Bylaw 2013-26.

CARRIED

**REQUEST FOR
IMPROVEMENTS
ON TWP RD 560**

Resolution #CM20130910.1008

Moved By: Councillor Dwight Dach

Motion to ratify the letter to Mr. Ken Denega denying his request for dirt work where the County cancelled a portion of road on Range Road 83 as there are many areas in the County where a road was built on a different alignment than the original road from many years ago.

CARRIED

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

**ALBERTA
RECREATION
PARKS
ASSOCIATION
CONFERENCE -
OCT. 24-26**

Resolution #CM20130910.1009

Moved By: Councillor Alphonse Corbiere

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

CARRIED

**SYNERGY
CONFERENCE -
OCT. 28-30**

Resolution #CM20130910.1010

Moved By: Councillor Maxine Fodness

Motion to file the information on the Synergy Conference.

CARRIED

**AEMA
STAKEHOLDER
SUMMIT - NOV.
4-5**

Resolution #CM20130910.1011

Moved By: Councillor Maxine Fodness

Motion to approve the appropriate staff to attend the 2013 AEMA Stakeholder Summit on November 4-5, 2013 in Calgary.

CARRIED

**AAMDC FALL
CONVENTION -
NOV. 12-15**

Resolution #CM20130910.1012

Moved By: Councillor Frank Sloan

Motion to approve Kyle Attanasio, Municipal Intern, to attend the Alberta Association of Municipal Districts and Counties Fall Convention from November 12 to 15, 2013 in Edmonton.

CARRIED

**DATE FOR
OCTOBER
PUBLIC WORKS
MEETING**

Resolution #CM20130910.1013

Moved By: Councillor Maxine Fodness

Motion to reschedule to October Public Works Meeting to October 29, 2013 at 10:00 a.m. as per section 193(3) of the M.G.A.

CARRIED

**DATE FOR
NOVEMBER
COUNCIL
MEETING**

Resolution #CM20130910.1014

Moved By: Councillor Cliff Martin

Motion to reschedule the November Council Meeting to November 19, 2013 at 10:00 a.m., as per section 193(3) of the M.G.A.

CARRIED

BYLAW 2013-36 - PARKING BYLAW	Resolution #CM20130910.1015 Moved By: Councillor Maxine Fodness Motion to give first reading to Bylaw 2013-36, which is a Bylaw to provide for the control and regulation of the County`s municipal parking lot located at 5015- 49 Avenue, St. Paul, AB. CARRIED
	Resolution #CM20130910.1016 Moved By: Councillor Cliff Martin Motion to give second reading to Bylaw 2013-36. CARRIED
	Resolution #CM20130910.1017 Moved By: Councillor Alphonse Corbiere Motion to present Bylaw 2013-36 at this meeting for third reading. CARRIED UNANIMOUSLY
	Resolution #CM20130910.1018 Moved By: Councillor Dwight Dach Motion to give third reading to Bylaw 2013-36. CARRIED
POLICY ADM-96 - EXIT INTERVIEW POLICY	Resolution #CM20130910.1019 Moved By: Councillor Cliff Martin Motion to approve Policy ADM-96 as it relates to the establishment of an exit interview process for the purpose of ascertaining the reasons why employees elect to leave their employment with the County of St. Paul No. 19, as per the recommendations of the Policy Committee. CARRIED
POLICY PW-97 - LIGHT EFFICIENT COMMUNITY POLICY	Resolution #CM20130910.1020 Moved By: Councillor Alphonse Corbiere Motion to approve Policy PW-97 as it relates to the implementation of LED technology for all future street light replacements and future installations, as per the recommendations of the Policy Committee. CARRIED
POLICY PW-98 - RECREATION CORRIDOR DESIGNATION POLICY	Resolution #CM20130910.1021 Moved By: Councillor Maxine Fodness Motion to approve Policy PW-98, as it relates to the establishment of a process whereby recreational corridors can become designated within the County of St. Paul No. 19, as per the recommendations of the Policy Committee. CARRIED
POLICY ADM-99 - COUNCIL NAMING POLICY	Resolution #CM20130910.1022 Moved By: Councillor Dwight Dach Motion to approve Policy ADM-99, as it relates to establishing the process by which Council can approve renaming of roads, parks, trails and municipal facilities, as per the recommendation of the Policy Committee. CARRIED
BYLAW NO. 2013-37 - AMEND LUB - REZONE PNW 19-60-9-W4	Resolution #CM20130910.1023 Moved By: Councillor Glen Ockerman Motion to table a decision on Bylaw No. 2013-37 until later during the meeting. CARRIED
10:30 A.M. - ST. PAUL RCMP	<p>Corporal James Morton, Watch Commander from the St. Paul Detachment, was admitted to the Council Room at 10:30 a.m.</p> <p>Corporal Morton presented the quarterly update. He then discussed how they are changing the way things are being done and are working on being more visible in the public. Council discussed the Municipal Parks and thanked Corporal Morton for their efforts there.</p> <p>The delegation left the Council Room at 11:00 a.m.</p>

Councillor Fodness left the Council Room at 11:00 a.m.

**11:00 A.M. -
PUBLIC
HEARING -
BYLAW NO.
2013-35 - AMEND
LUB REZONE S
1/2 SW
35-56-7-W4 FROM
AG TO CR(1)**

Resolution #CM20130910.1024

Moved By: Councillor Frank Sloan

Motion to adjourn the meeting and proceed to Public Hearing scheduled for 11:00 a.m. to discuss Bylaw No. 2013-35, which is a Bylaw to amend Land Use Bylaw No. 2013-11 as it relates to rezoning S 1/2 SW 35-56-7-W4 from Agricultural to Country Residential (1).

CARRIED

Reeve Upham called the Public Hearing to order at 11:00 a.m. with all members of Council present, except Councillor M. Fodness.

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. 2013-35, which is a bylaw to amend the Land Use Bylaw as it relates to rezoning S 1/2 SW 35-56-7-W4 from Agricultural to Country Residential (1).

Krystle read aloud the following written submissions in opposition to the proposed rezoning:

August 27, 2013

I am currently a co-owner of the adjacent property at NW 35-56-7 W4M. I strongly object to the rezoning of the a/n property for residential purposes. As a family we have had gravel sales from our land bordering this property and hope to maintain future sales as the oil extraction continues in this area. This is a long term process that entails crushing and hauling gravel. The ensuing traffic, dust and noise are part of our commercial viability. It would be reasonable to assume the developer of this property would object to our commercial ventures and thwart any further business for us. There are five families affected by this possible motion.

I request a moratorium on any residential development on this property for 10 years.

At that time it would be reasonable to expect the gravel source to be exhausted and the land reclaimed as required.

Thank you for your attention to this matter.

Ross and Gail Farewell

August 28, 2013

I recently received a notice of a Public Hearing on Tuesday concerning the rezoning of property S 1/2 of SW 35-56-7-W4M to be held on September 10, 2013 at the county office in St Paul. I will be out of the country on that day and am therefore sending by mail my strongest possible objection to rezoning this property from Agricultural to County Residential.

I am a co-owner of the property NW 35-56-7-W4M adjoining the proposed rezone property S 1/2 of SW 35-56-7-W4M where we have had agricultural and commercial interests for many years. In recent times this land has been used for cattle pasture and other agricultural purposes. In addition, our property is the source of a valuable gravel resource, of which I understand is urgently needed by several counties and by the oil and gas industry in northeastern Alberta generally. Both agricultural use and gravel development on our property are inconsistent with the proposed residential development.

I can well imagine that the county would not want to prevent commercial development in the area (tax revenue, etc.). There are other locations suitable for residential development in close proximity to Elk Point that would not conflict with agricultural and gravel commercial activity. I therefore, urge you in the strongest possible terms to reconsider rezoning this property.

Marie Bibby, Co-owner

August 28, 2013

As co-owner of a property in close proximity to the above property, I am writing to express my concerns regarding the proposed rezoning of the above property.

The property at NW 35-56-7-W4 has been in our family for well over a half century. Over those many years it has provided pasture for large herds of cattle and a steady source of gravel. Today, that land continues to provide economic benefit for what are now five families. As oil extraction continues in the area, we anticipate the need for gravel will not only continue, but expand, well into the future and our property will continue to contribute to the livelihood of us and our children for years to come.

I was quite surprised to hear that the property so close to ours is being considered for residential use. I can't imagine why someone would choose to develop a residential area in the middle of pasture across the road from a gravel pit. Raising and transporting cattle and crushing and hauling gravel are both dusty, noisy and odorous endeavors that are bound to cause problems for anyone living close by. In this case, residential use would not be a good fit with the current use of surrounding land.

Given that I was only notified yesterday, I must admit I don't yet know what all rezoning for residential use would mean down the road and I really haven't had sufficient time to fully consider this matter. At this moment, I am very concerned that rezoning would be the first step on a slippery slope. Rezoning the adjacent property for residential use would allow for further action that limits, interferes or otherwise impinges on our long standing use of our property, and access to our property for that use. This would adversely affect our ability to continue to benefit economically from our land. This would not be fair or reasonable.

As such, I must voice my strong objection to the passing of Bylaw 2013-35.
Jean L. Edwards

September 5, 2013

Diana Anderson - Also, co-owner of the property spoke in opposition to the proposed rezoning as they have a gravel pit on the adjacent property. She read her letter aloud to Council:

I received the notice that the Council of the County of St. Paul No 19 is considering amending the Land Use Bylaw No. 2013-11 from Agricultural to County Residential One(1).

I am a co-owner of the property located on NW-35-56-7-W4M which is adjacent to the land that you are considering for rezoning.

I fully realize that the tax revenue generated from the proposed residential development will be much higher than what you are currently getting from agriculture taxation but ask that you consider the following:

Our property has both aggregate and future re-estate value as the creek runs through the north end of the property and the golf course borders us from the east.

It is our intent to extract the aggregate and once the land has been re-claimed to sell it for residential development.

As you are aware, the oil patch is booming and gravel is in great demand, We have several parties interested in developing the aggregate potential and are very concerned that objections may be raised due the activity this would create.

On this basis, I must object to the proposed re-zoning.

However, when we receive a signed document from the County of St. Paul, that the owner/developer and future owners of the proposed residential area will not raise any objections or restrictions (traffic, noise, dust, environmental etc.) now or in the future to impede the development and access to the aggregate on our property, I would withdraw my objection and am reasonably certain my sisters would do so also.

This response has been discussed and approved by my sister Evangeline Munns, who is also co-owner, and lives in Toronto and is unable to attend the meeting.

Thank you for your consideration,

Mrs. Anderson went on to state that she is not totally opposed to the proposed subdivision however is requesting that a condition be placed on the approval, stating that there are no objections to them using the access road to develop the aggregate on their property. They have not removed any aggregate from the property for a couple of years, but the potential is there to develop the aggregate.

Albert Rachynski, with Rachynski Land Surveys, spoke in favor of the proposed rezoning. The landowners are looking to plan and develop for the long term and are open to conditions on the proposed development.

Reeve Upham declared the public hearing closed at 11:16 a.m. The delegation left the Council Room.

11:15 A.M. - JOSH MORROW

Josh Morrow was admitted to the Council Room at 11:17 a.m. to request permission to use the Stoney Lake Campground road to access his property located at NW 26-56-5-W4. Mr. Morrow is proposing to develop a multi lot subdivision on that property, however before he proceeds with his plan, he will require access to the property.

Following his presentation to Council, the delegation left the Council Room.

**BYLAW NO.
2013-37 - AMEND
LUB - REZONE
PNW 19-60-9-W4**

Resolution #CM20130910.1025

Moved By: Councillor Dwight Dach

Motion to give first reading to Bylaw No. 2013-37, to amend Land Use Bylaw No. 2013-11, as it relates to rezoning PNW 19-60-9-W4 from Agricultural to Country Residential (1).

CARRIED

**11:00 A.M. -
PUBLIC
HEARING -
BYLAW NO.
2013-35 - AMEND
LUB REZONE S
1/2 SW
35-56-7-W4 FROM
AG TO CR(1)**

Councillor Maxine Fodness abstained from voting as she was absent during part of the public hearing.

Resolution #CM20130910.1026

Moved By: Councillor Frank Sloan

Motion to table this item until later during the meeting.

CARRIED

11:15 A.M. - JOSH MORROW

Resolution #CM20130910.1027

Moved By: Councillor Glen Ockerman

Motion that administration approach Alberta Transportation regarding information on traffic counts along HWY 646, adjacent to NW 26-56-5-W4.

CARRIED

Reeve Upham recessed the meeting at 11:55 a.m. and reconvened the meeting at 1:00 p.m. with all members of Council present.

**1:00 P.M. -
MAURICE &
ALINE
BROUSSEAU &
GILLES & EILEEN
BOULIANNE**

Aline and Maurice Brousseau, Gilles and Eileen Boulianne and Albert Rachynski with Rachynski Land Surveys were admitted to the Council Room at 1:00 p.m. to request permission to close a statutory road between SW 22-58-11-W4 and SE 21-58-11-W4 and consolidate it with a parcel of land which is naturally fragmented by range road 113. Aline circulated a plan of survey showing the proposed subdivision approximately 10-12 acres in size. She advised that they are prepared to pay the advertising and survey fees but requested that Council consider waiving the administration fees and the cost of the land.

Following the discussion, the delegation left the Council Room.

Resolution #CM20130910.1028

Moved By: Councillor Cliff Martin

Motion to proceed with the road cancelation on the north end of the statutory road located between SE 21-58-11-W4 and SW 22-58-11-W4 and that the landowners pay for the land as per County Policy as well as all surveying, advertising and associated costs.

CARRIED

**INCREASE ROAD
CONSTRUCTION
ON STARK ROAD**

Resolution #CM20130910.1029

Moved By: Councillor Glen Ockerman

Motion to to increase the road construction on Twp Rd 583, N of 14-58-8-W4 by approximately .3 of a mile, located east of what was already approved.

CARRIED

**PAVING IN
ASHMONT -
STREETS
IMPROVEMENTS
GRANT (SIP)**

Resolution #CM20130910.1030

Moved By: Councillor Cliff Martin

Motion that the County hire Blue Star Paving to pave 155 metres along railway avenue in the Hamlet of Ashmont, starting at the back alley of main street and going east to first street, for a cost of \$58,500.

CARRIED

Resolution #CM20130910.1031

Moved By: Councillor Maxine Fodness

Motion to allocate the funding from the 2013 Streets Improvement Program to the Ashmont paving project which is 155 metres along railway avenue, from the back alley of main street going east to first street. Cost of the project is approximately \$58,500.

CARRIED

**USE OF
FLOATINGSTONE
CAMPGROUND
FOR ID VIP TEAM
GROUP
WEEKEND**

Resolution #CM20130910.1032

Moved By: Councillor Dwight Dach

Motion to ratify the use of Floatingstone Municipal Campground by IDP VP from September 6-8, 2013 for their third Annual Harvest Moon Celebration, and in exchange they will provide entertainment at the 2014 Ashmont Canada Day Celebrations.

CARRIED

**AGREEMENT
WITH
LANDOWNER TO
REMOVE
SCREENINGS**

Resolution #CM20130910.1033

Moved By: Councillor Glen Ockerman

Motion to ratify the Agreement dated August 23, 2013 with the owners of NW 25-62-11-W4 to remove their screenings which were stockpiled on PSW 36-62-11-W4, which the County has a lease agreement on.

CARRIED

Resolution #CM20130910.1034

Moved By: Councillor Glen Ockerman

Motion to extend the agreement by 2 weeks, to give the landowners extra time to remove their screenings from the lease area.

CARRIED

**VERMILION
BEACH
ASSOCIATION -
REQUEST FOR
SUPPORT**

Resolution #CM20130910.1035

Moved By: Councillor Glen Ockerman

Motion that administration send a letter to the Vermilion Beach Association advising that CNRL's proposed development in sections 14, 23, 26 and 35-56-4-W4 does not fall under the County's jurisdiction, therefore Council will not get involved in the approval process.

CARRIED

**INPUT ON
MAINTENANCE
AND SERVICE
ON THREE DIGIT
HIGHWAYS**

Resolution #CM20130910.1036

Moved By: Councillor Maxine Fodness

Motion to table the survey from the AAMD&C regarding the condition and maintenance of the three digit highways within our Municipality, to the Public Works Meeting.

CARRIED

**RENEW LEASE
FOR ST. LINA
RECREATION
GROUNDS**

Resolution #CM20130910.1037

Moved By: Councillor Alphonse Corbiere

Motion that administration send a letter to Alberta Environment & Sustainable Resources stating the County's desire to retain the lease on SE 29-61-10-W4 for use by the St. Lina Ag Society.

CARRIED

**REQUEST FROM
MALLAIG MINOR
HOCKEY FOR
ASSISTANCE
WITH
CARETAKER**

Resolution #CM20130910.1038

Moved By: Councillor Alphonse Corbiere

Motion to enter into an agreement with Mallaig Minor Hockey to provide payroll services for the Mallaig Caretaker providing they agree to pay the employer portion of the payroll costs.

CARRIED

**11:00 A.M. -
PUBLIC
HEARING -
BYLAW NO.
2013-35 - AMEND
LUB REZONE S
1/2 SW
35-56-7-W4 FROM
AG TO CR(1)**

Councillor Maxine Fodness abstained from voting as she was absent during the public hearing.

Resolution #CM20130910.1039

Moved By: Councillor Dwight Dach

Motion to give second reading to Bylaw No. 2013-35, as amended, with a correction to a typo on the bylaw.

CARRIED

Resolution #CM20130910.1040

Moved By: Councillor Cliff Martin

Motion to give third reading to Bylaw No. 2013-35, as amended.

CARRIED

Resolution #CM20130910.1041

Moved By: Councillor Frank Sloan

Motion that, at the time of development of the S 1/2 SW 35-56-7-W4, a restrictive covenant will be registered on title identifying the potential gravel operations on the NW 35-56-7-W4.

CARRIED

**REQUEST FOR
FUNDING -
WILLIAMS'
HAUNTED
HOUSE**

Resolution #CM20130910.1042

Moved By: Councillor Cliff Martin

Motion to give a \$200 donation to the Williams' Haunted House to help offset the expenses of hosting the annual halloween Spooktacular Event.

CARRIED

**WESTCOVE
KENNELS -
CONTRACT FOR
BOARDING
STRAY DOGS**

Resolution #CM20130910.1043

Moved By: Councillor Glen Ockerman

Motion to renew the contract for boarding stray dogs with Westcove Kennels for a one-year period commencing September 1, 2013.

CARRIED

**OFFICE SPACE
FOR
AMBULANCE
STAFF**

Resolution #CM20130910.1044

Moved By: Councillor Frank Sloan

Motion to proceed with the renovations in the lower level of the County office building to accommodate the ambulance staff.

CARRIED

**ST. PAUL
CHAMPIONS FOR
CHANGE
ANNUAL
HARVEST BALL**

Resolution #CM20130910.1045

Moved By: Councillor Dwight Dach

Motion to approve a silent auction item for the St. Paul Champions for Change 4th Annual Harvest Ball fundraiser to be held October 5, 2013.

CARRIED

**PARTNERS IN
EXCELLENCE
2013 CONF. &
TRADE SHOW**

Councillor Frank Sloan left the meeting at 1:56 p.m.

Resolution #CM20130910.1046

Moved By: Councillor Dwight Dach

Motion to approve two Public Works employees to attend the Partners in Excellence 2013 Conference and Trade Show from Sept. 30 - Oct. 2 in Red Deer.

CARRIED

Councillor Frank Sloan entered the meeting at 1:58 p.m.

**REQUEST TO
PURCHASE
TRUCK UNDER
COUNTY FLEET**

Resolution #CM20130910.1047

Moved By: Councillor Glen Ockerman

Motion to purchase a truck under the County's fleet number for the Lakeland Applied Research Association (LARA) and they will refund the County for the purchase price of the vehicle.

CARRIED

**ST. PAUL FIRE
DEPARTMENT -
REQUEST FOR
20 YARDS OF
COLD MIX**

Resolution #CM20130910.1048

Moved By: Councillor Dwight Dach

Motion to supply the cold mix for the St. Paul Fire Department building and the Town of St. Paul will haul it and lay it on their parking lot.

CARRIED

**REQUEST FOR
SCHOOL BUS
SIGN ON SH 646**

Resolution #CM20130910.1049

Moved By: Councillor Maxine Fodness

Motion that administration send a letter to Alberta Transportation requesting that a school bus sign be erected in either direction along Secondary Highway 646 adjacent to NW 32-56-10-W4, as per the request of the landowner.

CARRIED

**2013 MUNICIPAL
FALL ELECTION
PAY SCHEDULE**

Resolution #CM20130910.1050

Moved By: Councillor Alphonse Corbiere

Motion to set the pay schedule for the Deputy Returning Officers for the 2013 Municipal Election as follows:

- \$240 for Election Day
- \$0.52 per kilometer for mileage
- \$125 for training plus mileage

CARRIED

**FUNDING
REQUEST FROM
ALBERTA BEEF
PRODUCERS
FOR SURVEY**

Resolution #CM20130910.1051

Moved By: Councillor Cliff Martin

Motion to approve a \$269 donation for the Alberta Beef Producers to help offset the costs of conducting a survey to evaluate the average annual economic cost of wildlife to Livestock Producers, providing they include input from the County of St. Paul.

CARRIED

**2013 ELK POINT
EMERGENCY
SERVICES GOLF
TOURNAMENT**

Resolution #CM20130910.1052

Moved By: Councillor Dwight Dach

Motion to sponsor one team at \$400 for the 14th Annual Emergency Services Golf Tournament on September 21, 2013 in Elk Point.

CARRIED

CAO REPORT

Resolution #CM20130910.1053

Moved By: Councillor Alphonse Corbiere

Motion to file the CAO Report as presented.

CARRIED

Resolution #CM20130910.1054

Moved By: Councillor Glen Ockerman

Motion to cancel the lease on NE 2-62-12-W4 with Sherill and Dwayne Bull, as they did not comply with the condition in the lease which states that "any fencing that impacts other producers shall be completed to the County's satisfaction within 60 days of the commencement date of the lease or by July 15th of the first year of the lease".

CARRIED

Resolution #CM20130910.1055

Moved By: Councillor Glen Ockerman

Motion to offer a lease on NE 2-62-12-W4 to the other interested party, with a condition that the fence must be completed by June 30, 2014.

CARRIED

REPORTS

Councillor Sloan reported on the Ag/Industrial tour with MP Brian Storseth on September 5.

SEPT. 20 -
BEAVER CNTY
SERVICE
CENTRE GRAND
OPENING

Resolution #CM20130910.1056

Moved By: Councillor Cliff Martin

Motion to donate \$80 to the Tofield/Ryley and Area Food Bank in lieu of a plaque congratulating Beaver County on the grand opening of their service centre, as per their request.

CARRIED

COUNCIL FEES

Resolution #CM20130910.1057

Moved By: Councillor Glen Ockerman

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

CARRIED

LISTING OF
ACCOUNTS
PAYABLE

Resolution #CM20130910.1058

Moved By: Councillor Alphonse Corbiere

Motion to file the listing of Accounts Payable as circulated:

Batch	Cheque Date	Cheque Nos.	Batch Amount
17141	August 7, 2013	17825-17858	\$2,948,926.63
17166	August 15. 2013	17859-17945	\$ 999,128.57
17175	August 21, 2013	17946-17978	\$ 162,481.98

CARRIED

BUDGET TO
ACTUAL

Resolution #CM20130910.1059

Moved By: Councillor Cliff Martin

Motion to approve the budget to actual as of August 31, 2013.

CARRIED

IN CAMERA

Resolution #CM20130910.1060

Moved By: Councillor Glen Ockerman

Motion to go in camera to discuss land, legal and staffing issues.

CARRIED

Resolution #CM20130910.1061

Moved By: Councillor Alphonse Corbiere

Motion to revert to an open meeting.

CARRIED

Resolution #CM20130910.1062

Moved By: Councillor Dwight Dach

Motion to refund the deposit for Lot 11, Block 7, Plan 0928675, as the purchaser is unable to fulfill their commitment to purchase the property due health reasons.

CARRIED

Resolution #CM20130910.1063

Moved By: Councillor Dwight Dach

Motion that administration send a letter to the owner of NW 13-57-6-W4 restating the county's position that Range Road 61, which crosses his property, is a public road and does not belong to the landowner.

CARRIED

ADJOURNMENT

Business on the agenda being concluded, Chairman S. Upham adjourned the meeting. Time: 2:50 p.m.

These minutes approved this 8th day of October, 2013.

Reeve

Chief Administrative Officer



County of St Paul No 19
5015 ~ 49 Avenue, St. Paul, AB T0A 3A4
www.county.stpaul.ab.ca

Issue Summary Report

5.1. BYLAW NO. 2013-39 - ROAD CLOSURE BETWEEN SE 21 AND SW 22-58-11-W4

#20131003002

Meeting : October 8, 2013

Meeting Date : 2013/10/08 10:00

Background

Further to the presentation at the September Council meeting, Rachynski Land Surveys is requesting to cancel the road allowance located between SE 21 and SW 22-58-11-W4 so it can be consolidated with the property to create a parcel large enough for the landowners to build a house with a pump out. This will be done at no cost to the County.

After first reading, a public hearing will be held and then the bylaw must be approved by the Minister of Transportation before being presented for second and third reading.

Section 24 of the MGA allows Council to close a road described in a surveyed road plan when it is no longer required for use by the travelling public owing to the existence of an alternate route.

Recommendation

As per Council's wishes.

Additional Information

Originated By : pcorbiere

Appendix 1 for 5.1.: Bylaw No, 2013-39

COUNTY OF ST. PAUL NO. 19 BY-LAW NO. 2013-39

A Bylaw of the County of St. Paul No. 19 in the Province of Alberta for the purpose of closing public travel and **creating title to and disposing of** portions of a public highway in accordance with Section 22 of the Municipal Government Act, Chapter M26.1, Revised Statutes Of Alberta 2000, as amended.

WHEREAS the lands hereafter described are no longer required for public travel, and

WHEREAS application has been made to Council to have the highway closed, and

WHEREAS the Council of the County of St. Paul No. 19 deems it expedient to provide for a bylaw for the purpose of closing to public travel certain roads, or portions thereof, situated in the said municipality, and therefore disposing of same, and

WHEREAS notice of the intention of Council to pass a bylaw has been given in accordance with Section 606 of the Municipal Government Act, and **{or put in dates of advertisement}**

WHEREAS Council was not petitioned for an opportunity to be heard by any person claiming to be prejudicially affected by the bylaw

NOW THEREFORE BE IT RESOLVED that the Council of County of St. Paul No. 19 in the Province of Alberta does hereby close to public travel for the purpose of **creating title to and disposing of** the following described road, subject to rights of access granted by other legislation:

All that portion of Original Government Road Allowance adjoining the West boundary of the S.W. 22-58-11-4 lying within the limits of Lot 1 Block 1 Plan 132-__ __ __

EXCEPTING THEREOUT ALL MINES AND MINERALS

Read a first time in Council this ____ day of _____, A.D. 2013.

Reeve

Chief Administrative Official

Approved this ____ day of _____, A.D. 20____.

Minister of Transportation

Read a second time in Council this ____ day of _____, A.D. 20____.

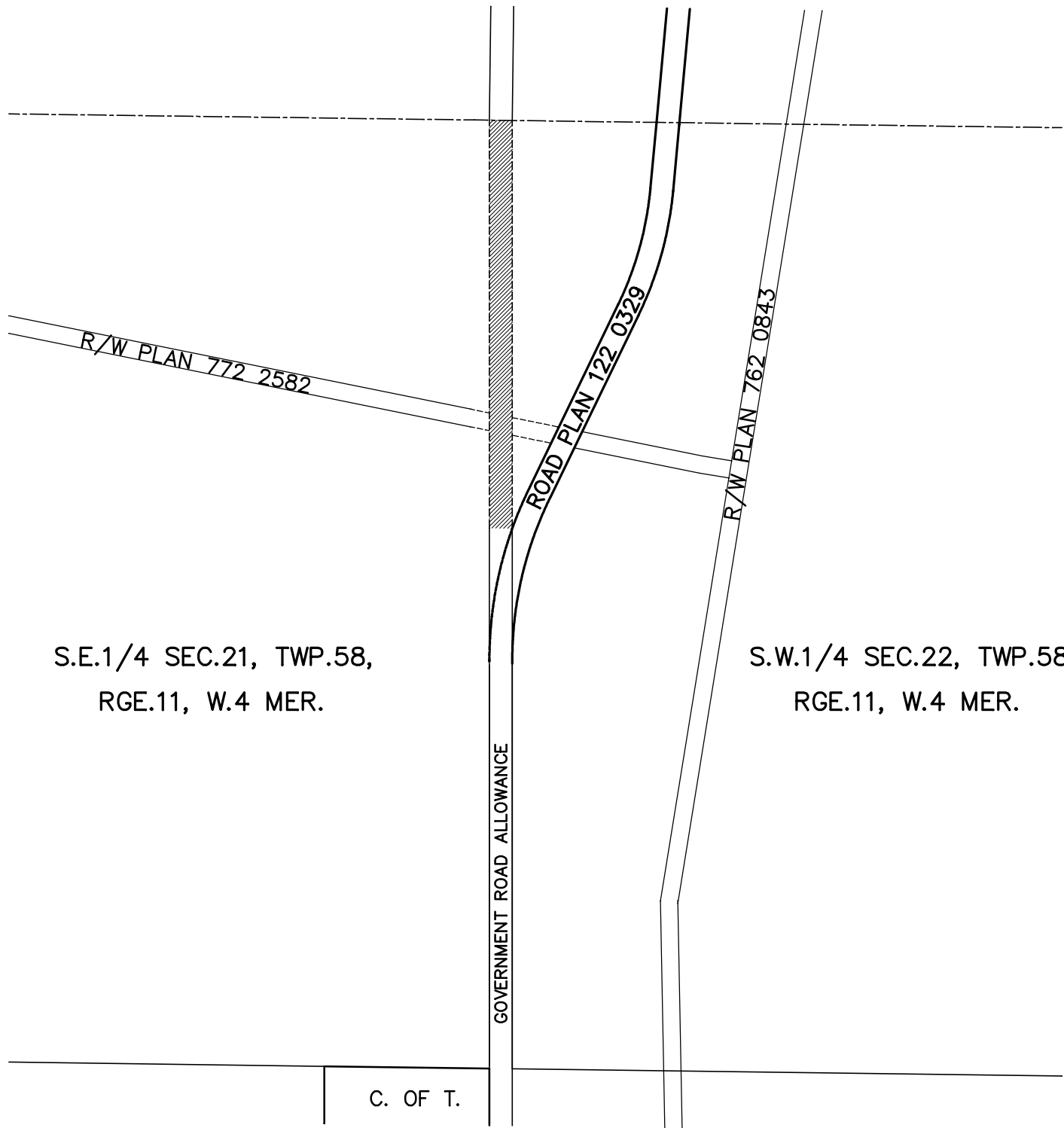
Read a third time in Council this ____ day of _____, A.D. 20____.

Reeve

Chief Administrative Official

TENTATIVE PLAN
SHOWING PROPOSED ROAD CLOSURE

BETWEEN S.E. 1/4 SEC.21, TWP.58, RGE.11, W.4 MER. &
S.W. 1/4 SEC.22, TWP.58, RGE.11, W.4 MER.
COUNTY OF ST. PAUL, ALBERTA



SCALE 1:5000

RACHYNSKI LAND SURVEYS(1998) LTD.
BOX 1987, ST. PAUL, AB.
780-645-3399
DRAWING FILE NAME: SP74213
DATE DRAWN: SEPTEMBER 18, 2013



County of St Paul No 19
5015 ~ 49 Avenue, St. Paul, AB T0A 3A4
www.county.stpaul.ab.ca

Issue Summary Report

6.1. 11:00 A.M. - TREVOR KOTOWICH, ST. PAUL FIRE CHIEF

#20130930001

Meeting : October 8, 2013

Meeting Date : 2013/10/08 10:00

Background

Trevor Kotowich, St. Paul Fire Chief, will be in to speak with Council about year-round burning permits. Attached is a letter from all the fire departments (Trevor will bring a signed copy of the letter for the meeting) requesting that Council consider going to year-round burning permits in an attempt to decrease the number of false alarms that the fire departments respond to between November 1st and February 28th. Statistics show that false alarms are significantly lower during the "permit" season over the "non permit" season.

When fire permits are issued, the permit holder contacts the Dispatch to inform them of their intent to light the fire. Then, if the dispatch receives a call about smoke coming from an area where a permit has been issued, they call the holder to ensure everything is under control before they send out the fire department. During the months when fire permits are not issued, the fire departments are dispatched out to these types of calls.

If Council decides to go to year round fire permits, we will require a bylaw to rescind Bylaw No. 1478.

Dennis Bergheim will be in the meeting during this presentation.

Additional Information

Originated By : pcorbiere



FIRE DEPARTMENT

www.stpaulfiredepartment.com

September 19, 2013

County of St. Paul #19
5015-49 Avenue
St. Paul, AB.
T0A 3A4

Attention Reeve and Council;

We are writing to you today regarding a concern we have regarding the issuance of year-round burning permits within the County of St. Paul, or rather the reluctance of Council to proceed with it.

Our collective memberships find it extremely difficult to understand the rationale, if any, behind not having the County of St. Paul issue year-round burning permits.

Currently, when the fire burn permit season ends (March 1 to October 31), our Departments find themselves responding to numerous "fire or smoke showing" calls which ultimately turn out to be false alarms. Needless to say, these false alarms are a cost to the County, not to mention the amount of stress it creates on our volunteers having to respond to false alarms.

In today's volunteer fire service, our goal is to have fully trained and staffed members to respond to real-life emergencies where lives and property are on the line. These false alarms are creating a nuisance for our volunteer members, and many are beginning to question whether or not to respond, until someone on scene confirms a real fire (wasting precious minutes). Time is of the essence when responding to any kind of emergency.

Ultimately, we would like the County to maintain what we currently have in place during the burn permit season. A burn permit is pulled and the permit holder is instructed to first contact our Dispatch to inform them of their intent to light their fire. If any calls are received through BRFA Dispatch, they first contact the burn permit holder to ensure everything is under control before sending out a Department.

Appendix 1 for 6.1.: Letter from Fire Depts. re Burning Permits

Our collective call statistics show that the occurrence of false alarms is significantly lower during the March to October period over the November to February period.

We encourage Council to seriously consider this request from the Departments that service the County of St. Paul. Thank you for your attention to this matter.

Regards,

Joey Duperron
Ashmont Fire Chief

Bryce Bodnar
Mallaig Fire Chief

Trevor Kotowich
St. Paul Fire Chief

Ken Palamarek
Elk Point Fire Chief

5101 – 50 Street
Phone: (780)645-4100

Box 1480
Email: tkotowich@town.stpaul.ab.ca

St. Paul, Alberta T0A 3A0
Fax: (780)645-2942

COUNTY OF ST. PAUL NO. 19

BY-LAW NO. 1401

A Bylaw of the County of St. Paul No. 19, hereafter referred to as the "Fire Protection Bylaw", to provide for the establishment and operation of a Fire Department, and for the regulating and controlling of forest and prairie fires, fire hazards and open air fires.

WHEREAS Section 7 of the *Municipal Government Act*, R.S.A., provides that the Council of a Municipality may pass bylaws respecting the safety, health and welfare of people and the protection of people and property, and

AND WHEREAS Section 5 of the *Municipal Government Act* provides that a municipality has the powers, duties and functions given to it under the *Municipal Government Act* and other enactments;

AND WHEREAS Section 203 of the *Municipal Government Act* provides that Council may by bylaw delegate any of its powers, duties or functions to a Chief Administrative Officer, and whereas Section 209 of the *Municipal Government Act*, provides that a Chief Administrative Officer may delegate any of his powers, duties or functions to a designated officer or an employee of the municipality;

AND WHEREAS Section 551 of the *Municipal Government Act* provides that a municipality may take whatever actions or measures are necessary to eliminate an emergency, and the expenses and costs of the actions or measures, including the remuneration to any person providing labour, services, equipment or materials are an amount owing to the municipality by the person who caused the emergency;

AND WHEREAS Section 553 of the *Municipal Government Act* provides that Council may add unpaid expenses, costs and remuneration necessary to eliminate the emergency which are owing to the municipality to the tax roll of a parcel of land if the parcel's owner caused the emergency and the cause of the emergency was located on all or a part of the parcel;

AND WHEREAS Section 553(1)(g) of the *Municipal Government Act* provides that a municipality may make the owner of a parcel of land liable for the cost and expenses related to the municipality for extinguishing fires on a parcel of land, unpaid costs and expenses for extinguishing fires on the parcel of land and those costs may be added to the tax roll of the parcel of land;

WHEREAS the Forest and Prairie Protection Act, R.S.A., 1980, c. F-10.1, as amended, provides certain discretionary and mandatory powers to enable a municipality to carry out and enforce the provisions of the Forest and Prairie Protection Act within its boundaries as applicable; and

WHEREAS the Council for County of St. Paul No. 19 considers it necessary to establish a Fire Department for the prevention of and the extinguishing of fires, fire hazards and other related matters, and

WHEREAS the Council for County of St. Paul No. 19 considers it necessary to establish regulations, controls, and processes for preventing controlling and fighting forest and prairie fires and fire hazards.

AND WHEREAS the County of St. Paul No. 19 deems it necessary and expedient to provide a fee for service for the provision of certain services and to provide for fair and just recovery of those costs and expenses;

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

TABLE OF CONTENTS

Part A. Geographical Application of Bylaw

Part B. Definitions

Part C. Fire Department

1. Establishment of Fire Department
2. Appointment of Officers
3. Jurisdiction
4. Responsibility and Authority
5. Prohibitions
6. Recovery of Costs

Part D. Forest and Prairie Protection

7. Application of Bylaw
8. Procedural Guidelines (see Schedule "A")
9. Delegation of Powers
10. Controlling of Fires and Fire Hazards
11. Fire Fighting
12. Outdoor Fires
13. Prohibitions
14. Fire Permits
15. Suspension or Cancellation of Fire Permit
16. Open Air Fires & Fire Control Orders
17. Entry on Lands and Premises
18. Investigation of Cause, etc., of Fire

Part E. Co-ordinated Activities

19. Forest & Prairie Incidents

Part F. General Matters

- 20. Offences and Penalties
- 21. Liabilities of County Representatives
- 22. Fire Control Agreements
- 23. Severability
 - Form 1
 - Schedule "A"

This Bylaw may be cited and referred to as the **"Fire Protection Bylaw"**.

PART A. GEOGRAPHICAL APPLICATION OF BYLAW

This Bylaw applies within the geographical boundaries of the County of St. Paul No. 19 to such extent as a Bylaw respecting fires may be passed in accordance with s. 75 of the Municipal Government Act, or its successor. For greater certainty, but not so as to restrict the generality of the foregoing, this Bylaw applies to any part of a Hamlet within a forest protection area in County of St. Paul No. 19.

PART B. DEFINITIONS

In this Bylaw, words and phrases shall be construed as specified hereunder:

"Apparatus" - means any vehicle provided with machinery: or devices, equipment or materials for fire fighting as well as vehicles used to transport fire fighters or supplies.

"Council" - means the Council for County of St. Paul No. 19.

"County" - means the Municipality of the County of St. Paul No. 19, in the Province of Alberta.

"County Administration" – means the Chief Administrative Officer, any designated officer, the Fire Coordinator and any other County employee(s) so delegated by the Chief Administrative Officer or by a designated officer.

"District Fire Department" – means the Fire Chief and Volunteer Fire Department members within a Fire Protection District.

"Emergency" - means a fire, fire hazard or any other situation or circumstances that presents imminent or immediate danger to persons or property.

"Equipment" - means any tools, contrivances, devices or materials used to combat an incident or other emergency.

"False Alarm" – means any fire alarm that is sent out needlessly, through willful human or mechanical error, and to which a District Fire Department responds.

"Fire Chief or District Fire Chief" - means an individual appointed as head of a Fire Protection District.

Appendix 2 for 6.1.: Bylaw No. 1401 - Fire Protection Bylaw

"Fire Department" - means the combined District Fire Departments.

"Fire Guardian" - means the Reeve, Chief Administrative Officer, or Fire Coordinator or such other persons as Council shall appoint to perform such functions as are set forth in this Bylaw, which are consistent with the Forest and Prairie Protection Act.

"Fire Hazard" - means a situation which threatens the preservation of life and property from injury and/or destruction by fire, including all fire aspects, but not limited to heat, smoke, health issues, ignition sources and dangerous situations and or the potential thereof to the public.

"Fire Permit" - means a Fire Permit issued pursuant to this Bylaw.

"Fire Protection" - means all aspects of fire safety including but not limited to fire prevention, fire fighting or suppression, pre-fire planning, fire investigation, public education and information, training or other staff development.

"Fire Protection District" - means area of fire protection as set by Council from time to time.

"FPPA" - means the Forest and Prairie Protection Act, as amended from time to time.

"Incident" - means a fire, a situation where a fire or explosion is imminent, a motor vehicle accident or any other situation presenting a danger or possible danger to life or property and to which one of the District Fire Departments has responded.

"Member" - means any person that is a duly appointed volunteer member of the Fire Department District.

"Open Air Fire" means an outdoor fire within the geographic boundaries of the county where the flames of the fire are exposed to the air or the atmosphere and includes a camp fire, fire contained in a pit, grass fire, brush fire, a fire for the burning of coal, wood or other burnable substance, a fire which burns any burnable materials such as straw, stubble, leaves, brush, wood, shavings, saw dust, wood, gas and oil and a fire which burns any combustible substance, but does not include a barbeque.

"Person" includes an individual, a partnership and a corporation.

"Violation Tag" - means a tag or similar document issued by County of St. Paul No. 19 pursuant to the *Municipal Government Act*.

"Violation Ticket" - means a ticket issued pursuant to Part II of the Provincial Offences Procedure Act, R.S.A. 2000, c. P-34, as amended, and regulations thereunder.

PART C. FIRE DEPARTMENT

1. Establishment of Fire Department District

The Council hereby establishes a Fire Department District in County of St. Paul No. 19 consisting of two District Fire Departments, Mallaig, Ashmont and such other District Fire Departments as may be created from time to time by Council.

2. Appointment of Officers

- 2.1 Council shall appoint a Fire Chief for Mallaig and Ashmont by resolution, from time to time.
- 2.2 Other officers and members may be appointed to a District Fire Department by the Fire Chief of that Fire Protection District.
- 2.3 The Fire Chief may delegate other members of the District Fire Department of which he is Chief, to act as Fire Chief on his behalf.

3. Jurisdiction

- 3.1 The Council may establish additional Fire Protection Districts, from time to time.
- 3.2 The limits of the jurisdiction of the Fire Chief, and the officers and members of each District Fire Department will extend to the area and boundaries of the Fire Protection District to which they are appointed.
- 3.3 No part of the fire apparatus shall be used beyond the limits of the County without the express authorization of a written contract or agreement providing for the supply of fire fighting services outside the County boundaries.
- 3.4 Each District Fire Department shall respond to all incidents and/or emergencies within its Fire Protection District insofar as it is possible and shall further respond to incidents in other Fire Protection Districts in the absence of, unavailability of, or in assistance to another District Fire Department of the County.

4. Responsibility & Authority

- 4.1 Each Fire Chief has complete responsibility and authority over the District Fire Department to which he is appointed, subject to the direction and control of the Fire Coordinator to whom he shall report and be responsible, and in particular he shall be responsible to carry out all fire protection activities and such other activities as the Fire Coordinator, or in his absence, the C.A.O. directs.

Appendix 2 for 6.1.: Bylaw No. 1401 - Fire Protection Bylaw

- 4.2 Fire services shall be provided by the District Fire Departments for the purposes of, but not limited to:
- i. preventing and extinguishing fires or limiting fires to a non-threatening state;
 - ii. preserving life and property and protecting persons and property from injury or destruction by fire;
 - iii. providing rescue services;
 - iv. preventing, combating and controlling incidents;
 - v. carrying out preventable patrols, pre-fire planning and fire inspections;
 - vi. investigating the cause of fires;
 - vii. services pursuant to agreements between County of St. Paul No. 19 and other municipalities or persons for the joint use, control and management of fire extinguishing apparatus and equipment;
 - viii. operating apparatus and equipment for extinguishing fires or preserving life and property.
- 4.3 Each Fire Chief, subject to the ratification by the Council, shall establish rules, regulations, policies and committees necessary for the proper organization and administration of his District Fire Department, including:
- (a) Use, care and protection of Fire Department property;
 - (b) The conduct and discipline of officers and members of the District Fire Department; and
 - (c) The efficient operation of the District Fire Department.
- 4.4 The Fire Chief of a District Fire Department, or in his absence, the individual delegated to act as Fire Chief and in the absence of such delegate, the senior ranking District Fire Department member present, shall have control, direction and management of any Fire Department apparatus, equipment or manpower assigned to an incident within the Fire Protection District of that Fire Chief and, where a member is in charge, he shall continue to act until relieved by the District Fire Chief.
- 4.5 Officers and members of each District Fire Department shall carry out duties and responsibilities assigned to the District Fire Department, and the District Fire Chief shall report to the Public Services Manager or designate on the operations of the District Fire Department or on any other matter in the manner designated by the C.A.O.
- 4.6 The District Fire Chief, or any other member in charge at a fire is empowered to cause a building, structure or thing to be pulled down, demolished or otherwise removed if he/she deems it necessary to prevent the spread of fire to other buildings, structures or things.
- 4.7 The District Fire Chief, or any other member in charge at an incident, is empowered to enter premises or property where the incident occurred and to cause any member, apparatus or equipment of the District Fire Department to enter as he deems necessary, in order to combat, control or deal with the incident.

Appendix 2 for 6.1.: Bylaw No. 1401 - Fire Protection Bylaw

- 4.8 The District Fire Chief, or the member in charge at an incident may, at his discretion, establish boundaries or limits and keep persons from entering the area within the prescribed boundaries or limits unless authorized to enter by him.
- 4.9 The District Fire Chief, or the member in charge at an incident may request Peace Officers to enforce restrictions on persons entering within the boundaries or limits outlined in Section 5.8.
- 4.10 The District Fire Chief, or the member in charge at an incident is empowered to enter, pass through or over buildings or property adjacent to an incident and to cause members of the District Fire Department and the apparatus and equipment of the District Fire Department to enter or pass through or over the building or property, where he deems it necessary to gain access to the incident or to protect any person or property.
- 4.11 The District Fire Chief may obtain assistance from employees of the County, as he deems necessary, in order to discharge his duties and responsibilities under this Bylaw.
- 4.12 The District Fire Chief, or the Fire Coordinator or the member in charge of an incident may:
 - 3) Require persons who are not members to assist in extinguishing a fire, removing items from any building on fire or in danger thereof and in guarding and securing same and in demolishing a building or structure at or near the fire or other incident.
 - b) Commandeer privately owned equipment, which he considers necessary to deal with an incident.
 - c) Enter private property for the purpose of accessing water sources and/or other resources he considers necessary to deal with an incident.
 - d) Hire privately owned equipment which he/she considers necessary to deal with an incident.

5. Prohibitions

- 5.1 No person at an incident shall impede, obstruct or hinder a member of the District Fire Department or other person assisting or acting under the direction of the District Fire Chief or the member in charge.
- 5.2 No person shall enter the boundaries or limits of an area prescribed in accordance with Section 5.8, unless he has been authorized to enter by the District Fire Chief or the member in charge.
- 5.3 No person shall damage or destroy District Fire Department apparatus or equipment.
- 5.4 No person at an incident shall drive a vehicle over any equipment without permission of the District Fire Chief or the member in charge.

Appendix 2 for 6.1.: Bylaw No. 1401 - Fire Protection Bylaw

- 5.5 No person shall obstruct a member from carrying out duties imposed by this Bylaw.
- 5.6 No person shall falsely represent themselves as a District Fire Department member or wear or display any District Fire Department badge, cap, button, insignia or other paraphernalia for the purpose of such false representation.
- 5.7 No person shall obstruct or otherwise interfere with access roads, streets or other approaches to any fire alarm, fire hydrant, cistern or body of water or any connections provided to a fire main, pipe, standpipe, sprinkler system, cistern or other body of water.

6. Recovery of Costs

- 6.1 Costs may be incurred by County of St. Paul No. 19 for extinguishing fires or providing fire services within County of St. Paul No. 19 including costs of apparatus, equipment and consumables. Council may charge all costs incurred by the County of St. Paul No. 19 for the purposes of extinguishing fires or providing fire services to the person who caused the fire, the owner of the land on which the fire occurred, the occupier of the land on which the fire occurred, or the owner of a Vehicle in which a fire occurred;
- 6.2 Where the County has taken any action whatsoever for the purpose of extinguishing a fire or responding to a fire call or incident in or outside the County or for the purpose of preserving life or property from injury or destruction by fire or other incident on land within or outside the County, including any action taken by the Department on a false alarm, the County may, in respect of any costs incurred by the County in taking such action, charge any costs so incurred to the owner or occupant of the land in respect of which the action was taken or charge a minimum fee of three hundred (\$300.00) dollars.
- 6.3 The following fee schedule may apply when a District Fire Department responds to an incident and fire protection Apparatus or other equipment or resources are used in responding to incidents, the extinguishing of fires or the preserving of life or property from injury or destruction by fire:
 - a) the sum of two hundred and fifty (\$250.00) dollars for each hour or fraction thereof for each firefighting vehicle owned by the Supplying Party (excluding command cars or other similar support vehicles) to include two (2) firefighters per unit;
 - b) each additional firefighter (excluding the two (2) firefighters per unit) at twenty (\$20.00) dollars per hour or portion thereof;
 - c) County resources - at the applicable County rates
 - d) Any private equipment commandeered or otherwise required by the District Fire Chief or member in charge B at such rates as are established by the Alberta Road Builders and Heavy Construction Association Equipment Rental Rates Guide as amended from time to time or in the absence of such rates, at rates which are set by Council.

Appendix 2 for 6.1.: Bylaw No. 1401 - Fire Protection Bylaw

- 6.4 If the owner or occupant of the land on which a District Fire Department has provided or performed the services refuses or fails to pay an account issued pursuant to Part 6.1 , or if the account is in arrears for sixty (60) days or more, the County may recover the costs as a debt due to the County, or, at the County's option, may add the amount to the tax roll, charging the land therefore and collect it in the same manner as taxes due.
- 6.5 When a District Fire Department responds to a call out and it is a false alarm and does not require a response, the person responsible for initiating the call out may be billed at the discretion of the County Administration.
- 6.6 In the event that the owner or occupant of any land within the County disputes the amount of an account issued under Part 6.1 , such owner or occupant shall have a period of thirty (30) days from the date of mailing of the account to appeal the amount of the account and to Council and the decision of Council on any such appeal shall be final and binding upon the owner or occupant of the land and shall not be subject to any further appeal.

PART D. FOREST AND PRAIRIE PROTECTION

7. Application of Bylaw

- 7.1 This Part applies to all land within County of St. Paul No. 19, in the Province of Alberta in so far as it does not contravene the provisions of the FPPA, except
 - (1) land within the boundaries of a village, town or city
 - (a) lands controlled by Alberta Sustainable Resources as indicated as the Forest Protection Area. (For Wildland Fire Protection only).
- 7.2 Fire Season - The entire calendar year in each year is the fire season for the purposes of this Part. Fire Permits are required for burning year around.

8. Procedural Guidelines

The Council may, by resolution adopt and/or amend procedural guidelines, from time to time, with respect to the Administration of this bylaw, the most recent copy of which shall be attached to and be identified as Schedule "A" of this bylaw.

9. Delegation of Powers

- 9.1 A fire coordinator may, delegate all or part of his authority under this bylaw or under the FPPA, from time to time, to any County employee, approved by the CAO and Council, either in relief or due to emergency, to efficiently and effectively carry out the work.

10. Controlling of Fires and Fire Hazards

- 10.1 The owner or the person in control of any property on which there is a fire or fire hazard which is not an emergency shall report it forthwith to the County Administration or a fire guardian. Upon being informed or otherwise discovering the circumstances noted, a fire guardian shall forthwith report the matter to the County Administration. An emergency situation shall be reported to the Fire Department through E-9-1-1.
- 10.2 When a Fire Hazard or Emergency exists, or it is necessary to fight, extinguish or control a fire, the Chief Administrative Officer or fire coordinator may take whatever actions or measures are necessary to rectify or eliminate the Fire Hazard, Emergency or to fight, extinguish or control the fire, including, but not limited to:
- (a) Providing County services, equipment, labour and materials to eliminate the Fire Hazard, Emergency or to fight, extinguish or control the fire;
 - (b) Retaining persons to provide labour, services, equipment or materials to the County for the purpose of taking steps to eliminate the Fire Hazard, Emergency or to fight, extinguish or control the fire;
 - (c) Temporarily closing a road which the County has the direction, control and management of until the Fire Hazard, Emergency or fire is eliminated;
 - (d) Erecting signage or taking any other action to warn people about the Fire Hazard, Emergency or fire;
 - (e) Entering land or a structure at any reasonable hour, and carrying out inspection, enforcement or action required to eliminate the Fire Hazard, Emergency or to fight, extinguish or control the fire, or to take immediate steps to eliminate the situation;
 - (f) Requesting an owner or occupant of land or a structure to produce documents or do anything that will assist the Chief Administrative Officer in the inspection, enforcement or action required to eliminate the Fire Hazard, Emergency or to fight, extinguish or control the fire, or to take immediate steps to eliminate the Fire Hazard, Emergency or to fight, extinguish or control the fire, and the Chief Administrative Officer may make copies of any documents produced;
 - (g) Ordering an owner or occupant of land to take necessary steps to eliminate the Fire Hazard, Emergency or to fight, extinguish or control the fire in a manner and within a time specified by the Chief Administrative Officer (see Form 1, attached hereto);
 - (h) Ordering the necessary steps to be taken to eliminate the Fire Hazard, Emergency or to fight, extinguish or control the fire caused on land or a structure if the owner or occupant of the land or structure fails to abide by the Order of the Chief Administrative Officer.

Appendix 2 for 6.1.: Bylaw No. 1401 - Fire Protection Bylaw

- 10.3 The owner or the person in control of the land on which work was performed pursuant to section 10.2(h) shall on demand reimburse the County for the cost of the work performed and in default of payment, the County has a lien for the amount against the land and improvements on it.

11. Fire Fighting

- 11.1 The County Administration may, of their own accord or in co-operation with a District Fire Department or other emergency services, subject to the provisions of section 23 herein:
- (a) require any able-bodied adult person not exempted by regulations to assist in fighting a fire.
 - (b) commandeer and authorize payment for the possession or use of any equipment for the purpose of fighting a fire.

12. Outdoor fires

- 12.1 No person shall light or cause to be lit an outdoor fire during the fire permit season on land in a permit area unless that person is the holder of a subsisting fire permit.
- 12.2 No person shall during a fire permit season allow any outdoor fire that is not authorized by a permit issued to him on land that is
- (a) in a permit area, and
 - (b) owned or occupied by him or under his control.
- 12.3 A person who during a fire season knows or has reason to believe that there is an outdoor fire, not authorized by a permit issued to him, on land that is within a permit area and is owned or occupied by him or under his control, shall
- (a) extinguish the fire, or
 - (b) if he is unable to extinguish the fire, immediately report the fire to the County Administration, a fire guardian, a member of the Royal Canadian Mounted Police or to the E-9-1-1 Service.
- 12.4 This section does not apply to an attended outdoor camp fire which has been lit for cooking or warming purposes.

13. Prohibitions

No person shall

- (a) light an outdoor fire without first taking sufficient precautions to ensure that the fire can be kept under control at all times,
- (b) light an outdoor fire when weather conditions are conducive to a fire readily escaping out of control,

- (c) fail to take reasonable steps to control a fire for the purpose of preventing it from spreading onto land other than his own,
- (d) deposit, discard or leave any burning matter or substance in a place where it might ignite other matter and result in a fire,
- (e) conduct any activity that involves the use of fire or that might reasonably be expected to cause a fire, unless he/she exercises reasonable care to prevent a fire from occurring,
- (f) light or cause to be lit a fire on lands owned or controlled by the County except with the County's express written consent or in specifically designated or approved areas.

14. Fire Permits

- 14.1 A fire guardian may, at his discretion, issue to an applicant a fire permit in respect of any land to which this bylaw applies within the boundaries of the area for which he was appointed. In issuing a permit, a fire guardian shall give due consideration to the "procedural guidelines" noted herein Schedule AA@, which may be amended from time to time by Resolution of Council.
- 14.2 A fire permit is valid only for the period for which it is issued.
- 14.3 A fire guardian issuing a fire permit may endorse on the permit any special fire control conditions with which the applicant must comply in addition to those standard conditions noted thereon.

15. Suspension or Cancellation of Fire Permit

- 15.1 A fire permit may be suspended or cancelled at any time by a fire guardian, who shall immediately communicate the suspension or cancellation to the person to whom the permit was issued, and the County Administration. On receiving notice of the suspension or cancellation the person concerned shall immediately extinguish any fire set pursuant to his permit.
- 15.2 Should a fire guardian be unsatisfied with the efforts observed in complying with a permit cancellation or meet with opposition from the owner and/or the person in control of the land, a fire coordinator shall forthwith notify the County Administration who will initiate whatever actions are necessary to enforce the provisions of this bylaw.

16. Open Air Fires and Fire Control Orders

- 16.1 No person shall permit an Open Air Fire upon land owned, occupied, or which is under his or her control within the County, unless such Open Air Fire is permitted under the *Forest and Prairie Protection Act*, R.S.A. 1980, c. F-14, as amended (hereafter "*Forest and Prairie Protection Act*"), and the fire does not cause a Fire Hazard or Emergency.
- 16.2 Every person who causes or is responsible for an Open Air Fire shall ensure, as far as it is reasonably practicable for him or her to do so, that:
- (a) The Open Air Fire is controlled at all times;
 - (b) Sufficient precautions are taken keep the Open Air Fire under control at all times;
 - (c) The Open Air Fire does not become out of control at anytime;
 - (d) The Open Air Fire does not directly or indirectly cause unsafe or unhealthy conditions;
 - (e) The Open Air Fire does not cause a Fire Hazard;
 - (f) The Open Air Fire does not create an Emergency.
- 16.3 For the purpose of fire control, the County Administrator and/or his designate may:
- (a) suspend or cancel within any part or all of the County all fire permits, or
 - (b) prohibit the lighting or require the extinguishing of an outdoor fire set other than under the authority of a fire permit, or
 - (c) provide special conditions for outdoor fires set due to weather conditions.
- 16.4 The order made pursuant to subsection (1) may be immediately published by the ration station considered by the County most likely to bring the matter to the attention of the public, and in the next edition of the local newspaper, at the discretion of the County Administrator.
- 16.5 In an area affected by an order made pursuant to subsection (1), every person shall immediately proceed to extinguish every open outdoor fire lit by him or under his authority and every fire located on land occupied or owned by him.

17. Entry on Lands and Premises

- 17.1 The County Administration or fire personnel may without a warrant enter on any land and premises for the purpose of discharging its duties under this bylaw or the FPPA, or the regulations.

18. Investigation of Cause, etc., of Fire

- 18.1 The County Administration or designate may investigate the cause, origin and circumstances of any forest or prairie fire, hazard or incident under the Forest and Prairie Protection Plan.
- 18.2 Without limiting subsection (1), a person making an investigation under subsection (1) may, without a warrant, for the purposes of the investigation,
- (a) enter on any land or premises at any reasonable time, accompanied by any person or bringing with him any thing that he considers would be of assistance in making the investigation,
 - (b) perform or have performed any tests he considers necessary on the land or premises or anything on them, and
 - (c) remove anything from the land or premises
 - (i) that is reasonably pertinent to the matter under investigation, or
 - (ii) that the investigator considers, on reasonable and probable grounds, is or may be evidence of the commission of an offence against this bylaw and/or the FPPA..
- 18.3 The investigator shall, on or before the completion of the investigation, return to the person entitled to it anything removed under subsection (2)(c) unless
- (a) it is required as evidence in a prosecution arising out of the investigation, or
 - (b) for any other reason it is impossible or impractical to return it.
- 18.4 The investigator shall, if so requested, produce to the person owning or in charge of the land or premises or of anything being tested or removed under subsection (2) evidence of his authority or authorization under subsection (1).
- 18.5 If entry by the investigator or any other person referred to in subsection (2)(a) on the land or premises is refused, the investigator may make an application to a justice, and if it appears to the justice, on information laid before him on oath, that there are reasonable and probable grounds for believing that entry is needed for the purposes of ensuring a proper investigation under this section, the justice may issue a warrant authorizing the investigator and any such other person, by force if necessary, to
- (a) enter the land or premises, and
 - (b) perform any other activity referred to in subsection (2).

- 18.6 Before exercising any powers under subsection (2)(b) or (c), an investigator shall make reasonable efforts to obtain the co-operation of the owner or person in charge of the land or premises.
- 18.7 In this section, "land or premises" includes vehicles and buildings, whether affixed to the land or not, but does not include a private dwelling.

PART E. CO-ORDINATED ACTIVITIES

19. Forest & Prairie Incidents

- 19.1 When a forest and prairie emergency occurs, and both a fire coordinator and a District Fire Chief, or their delegates have responded, they shall work together in co-ordinating resolution of the emergency. The District Fire Chief shall assume charge unless it is mutually agreed otherwise. The other person shall provide whatever degree of advice, support, information and assistance that is at his disposal.

PART F. GENERAL MATTERS

20. Offences and Penalties

- 20.1 Any person who violates any of the provisions of this Bylaw, or who suffers or permits any act or thing to be done in contravention or in violation of any of the provisions of this Bylaw, or who neglects to do or refrains from doing anything required to be done by any of the provisions of this Bylaw, or who does any act or thing or omits any act or thing thus violating any of the provisions of this Bylaw is guilty of an offence.
- 20.2 Nothing in this Bylaw shall be deemed to authorize any fire, burning or other act which is in contravention of the *Environmental Protection and Enhancement Act*, R.S.A. 2000 c. E-12, as well as the *Alberta Safety Codes Act*, R.S.A. 2000 c. S-1 and the *Forest and Prairie Protection Act* and amendments thereto, or any regulation made thereunder, and in the event of any conflict between the provisions of this Bylaw and the said Act(s) or Regulation(s), the provisions of the said Act(s) or Regulation(s) shall govern.
- 20.3 A peace officer, including a bylaw enforcement officer, is hereby authorized and empowered to issue a Violation Tag to any person whom the peace officer has reasonable and probable grounds to believe has contravened any provision of this Bylaw. A Violation Tag may be issued to such person:
- (a) either personally; or
 - (b) by mailing a copy to such person at his last known post office address;

- 20.4 The Violation Tag shall be in a form approved by County of St. Paul No. 19 and shall state:
- (a) the name of the person;
 - (b) the offence;
 - (c) the appropriate penalty for the offence as specified in this Bylaw;
 - (d) that the penalty shall be paid within thirty (30) days of the issuance of the Violation Tag;
 - (e) any other information as may be required by County of St. Paul No. 19;
- 20.5 Any person who contravenes or fails to comply with this Bylaw, any Permit, any condition on a Permit, or with any Order or request directed to him pursuant to this Bylaw, is guilty of an offence and liable, upon the issuance of a Violation Tag, to pay:
- a) a fine of \$300.00 for a first offence;
 - b) a fine of \$500.00 for a second offence within any one year period;
 - c) a fine of \$1,000.00 for a third, or subsequent, offence within any one year period;
- 20.6 Where a contravention of this Bylaw is of a continuing nature, further Violation Tags may be issued by peace officer, provided that no more than one Violation tag shall be issued for each day that the contravention continues;
- 20.7 Where a Violation Tag is issued pursuant to this Bylaw, the person to whom the Violation tag is issued may, in lieu of being prosecuted for the offence, pay to County of St. Paul No. 19 the penalty specified on the Violation Tag;
- 20.8 Nothing in this Bylaw shall prevent a peace officer from immediately issuing a Violation Ticket for mandatory Court appearance of any person who contravenes any provision of this Bylaw.
- 20.9 A peace officer is hereby authorized and empowered to issue a Violation Ticket in respect to any contravention or failure to comply with any Permit or condition of a Permit, pursuant to the *Provincial Offences Procedure Act*, R.S.A. 2000, c. P-34, as amended;
- 20.10 If the penalty specified on a Violation Tag is not paid within the prescribed time period, a peace officer is hereby authorized and empowered to issue a Violation Ticket pursuant to the *Provincial Offences Procedure Act*;
- 20.11 Any person who contravenes or fails to comply with this Bylaw, any Permit, any condition on a Permit, or with any Order or request directed to him pursuant to this Bylaw, is guilty of an offence and liable, upon the issuance of a Violation Ticket, to pay a fine of not less than \$300.00 and not more than \$10,000.00.

20.12 In addition to any fine imposed under Part 28, the Court may order the convicted person to reimburse the County for the costs involved as a debt to the County.

21. Liability of County Representatives

21.1 The Fire Chief, a member of the Fire Department, a fire guardian or delegated person or a County official and/or employee charged with the administration and/or enforcement of this Bylaw, acting in good faith and without malice for the County in the discharge of his duties, shall not hereby render himself liable personally, and he is hereby relieved from all personal liability for any damage that may accrue to persons or property as a result of any act required or by reason of any act or omission in the discharge of his duties, unless the person was dishonest, grossly negligent, or guilty of wilful misconduct.

22. Fire Control Agreements

22.1 The Council may enter into a fire control agreement

- (d) With any person.
- (2) With any other municipality.
- (3) With the Province of Alberta in respect of Crown land in or adjacent to the County.

23. Severability

23.1 All sections of this Bylaw are separate and severable. Should any section or part of this Bylaw be deemed invalid or inoperative by any court or administrative body for any reason, the remaining sections shall remain valid and in full force and effect.

Bylaw No. 1140 dated October 13, 1987, Bylaw No. 1276 dated March 15, 1995, and Bylaw No. 1360 dated May 15, 2001 are hereby rescinded

Read a first time in Council this 10th day of June, A.D. 2003.

Read a second time in Council this 16th day of September, A.D. 2003.

Read a third time in Council this 16th day of September, A.D. 2003.

(Original Signed by Reeve Bouchard)

Reeve

(Original Signed by CAO K. Heyman)

Chief Administrative Officer

Form 1 - Order Pursuant to Bylaw #

County of St. Paul No. 19

Order to Rectify Hazard

(Date)

(Name & Address)

(Legal Description of Subject Property)

Take notice that conditions dangerous to life, property or forest from fire or fire hazard have been found on the above land owned by you or under your control.

You are hereby ordered, pursuant to the Forest and Prairie Protection Act, and Regulations thereto and/or County of St. Paul No. 19's Fire Protection Bylaw, to take such action as is necessary to rectify the hazard forthwith and in particular to:

(Describe details of work required):

(Date/Time by which Work is to be done):

Should you fail to rectify the hazard as specified herein, or fail to rectify the hazard expeditiously, the County may enter on the lands with any equipment and men it considers necessary and may perform the required work. Upon demand, you shall be required to reimburse the County for the cost of the work performed and in default of payment, the County has a lien for the amount against the land and improvements on it, and may add the said costs to the tax roll for collection in the same manner as taxes.

COUNTY OF ST. PAUL NO. 19

Signature of Authority

Schedule "A"
COUNTY OF ST. PAUL NO. 19
FIRE PERMIT ISSUANCE
PROCEDURAL GUIDELINES

Permit Boundaries

- County appointed Fire Guardians are authorized to issue permits within the boundaries of County of St. Paul No. 19.

Permit Period

- Fire permits are required for burning from April 1 to October 31, unless fire conditions prevail.
- All outdoor fires during the year require a permit either in person or via fax from the County Office, advising of the date the fire will be set, type of fire, and land location. The County will issue a written permit indicating the conditions that the individual shall adhere to. Each permit will expire 30 days after issuance.

Site Inspection

Prior to issuing a fire permit, the Fire Guardian shall conduct a site inspection, so they are fully aware of the circumstances on site. If the Fire Guardian determines the site to be unsafe or material being burned contravenes any regulations, the Fire Guardian shall not issue a permit.

Safety Hazards

If it is suspected that a fire may cause smoke that could result in a traffic hazard on:

- Alberta Provincial Highways, the permit holder must contact the nearest Highway Maintenance office and advise personnel accordingly.
- Local Roads, the permit holder must advise the County's Public Works Department and pick up road signage, and place accordingly on the roads affected prior to setting the fire. In the event that a Landowner fails to pick up signs and place, or sets a fire without proper signage, and the Public Works Department becomes aware of the situation and the Public Works Department may set up the necessary signs on roads affected due to a Fire Hazard and all costs of such actions will be borne by the Landowner and collected in accordance with the provisions of the Municipal Government Act (MGA), RSA as amended from time to time.
- If it is suspected that a fire may cause smoke that could result in an air traffic hazard at or about the St. Paul or Elk Point Airports, the permit holder must advise and/or obtain approval from the St. Paul or Elk Point Airport Commissions.

Cancellations

Fire Coordinators and/or the Administration or designate can cancel any one or all permits at any time when they judge conditions to be unsafe for burning.

Points for Consideration in Issuing a Fire Permit:

- Be informed on current and future weather conditions.
- Be familiar with the Forest & Prairie Protection Act, related Regulations, the County's Fire Protection Bylaw and generally accepted burning practices for burnable materials.
- Be aware of conditions where it would be unwise to permit the burning of straw and stubble.
- Be aware of the circumstances that could result in unnecessarily exposing residents of the burn area to excessive amounts of smoke and odor.
- Be aware of the circumstances that could severely restrict visibility on public roadways, railroad crossings and near airports.
- Attach conditions to the Fire permit(s) that clearly define the conditions under which the burn is to take place.
- Be informed of pending or imminent permit restrictions and bans.

Spring Grass, Yard and Meadow Burning:

Issue permits only under the following conditions:

- Ignition time: After 1800 hours DST
- Low to moderate fire hazard
- Low to moderate wind factor
- Adequate water source on site
- Adult supervision of fire sets

Conditions of Permit:

- Suggest not issuing for more than thirty (30) days. This is advisable so as to eliminate drastic changes in weather and fire hazards, which can occur in Spring.
- When snow adjacent to forest cover is gone; the field, meadow, etc. on burn site must have natural man-made fuel breaks (such as plowed fields, roads) or construction of fireguard must be considered.
- Fire must be extinguished prior to permit expiring.

Range Improvement in Standing Forest Cover by Burning:

- A Fire permit **may** be issued for improving range with the use of fire, providing an adequate burn plan is provided. The Fire Guardian will consider weather factor, ground cover, and standing forest cover to be burnt in all such applications.

Permits for Piles, Re-burn Piles and Windrows:

Permits for piles and windrows may not be issued until after spring green-up. Issue permits under the following conditions:

Ignition after 1800 hours DST
Low to moderate fire hazard
Acceptable fire guard
Wind less than 15 km/hour
Adequate water source on site
Adult supervision of fire sets

Additional Conditions to consider:

- Windrows and brush piles must have been piled according to Forest and Prairie Regulations, on distance and spacing (see "Windrow Construction Directions", following).
- Permits may not be issued if the burn site has coniferous standing forest cover on the borders, and adequate separation distance is a concern.
- An adequate drying time should be allowed before brush is burned. Two years is recommended.
- A permit may not be issued and piles/windrows, etc. should not be burned when conditions are such that ground fires will occur.
- A permit may not be issued for burning of any type of fuel on peat type soil. (High in organic matter).
- General weather conditions and seasonal weather conditions must be taken into consideration when a permit is being considered for issuance. Particular attention must be given to potential for weather inversions occurring and trapping smoke near the ground in the spring or fall. Consider limiting the number of piles and/or windrows that may be burned at any one time. Co-ordination and scheduling of burning among property owners in a general area is recommended as well. Should conditions dictate, it may be necessary that no permits be issued for a period of time.

- Ignition patterns on windrow should be outlined, indicated number of rows or piles to be burned at one time and which ones to light first.
- Fire must be extinguished prior to permit expiring.
- It is recommended that all persons requesting a fire permit have adequate insurance coverage or add a fire fighting insurance endorsement to their homeowner=s policy.

Windrow Construction Directions

- Not only is it important that windrows be constructed to meet provincial debris disposal regulations, properly constructed they will burn easier and cleaner.
- Try to eliminate as much dirt from the roots and pack windrows as tight as possible.
- It is suggested that where practical, windrows should run across the direction of the prevailing wind and each section should not be more than 200 feet in length.
- It is recommended that there should be a 50-foot fireguard break between the ends of rows and when they are running parallel to each other there should be a 50-foot fireguard spacing between each windrow. A 75-foot fireguard break between windrows and any uncleared land is also required.

Reviewed on _____, _____
Date Year

COUNTY OF ST. PAUL NO. 19

BY-LAW NO. 1478

A By-law to amend Fire Protection Bylaw No. 1401 of the County of St. Paul No. 19, in the Province of Alberta.

WHEREAS, Section 7 of the Municipal Government Act, R.S.A., provides that the Council of Municipality may pass bylaws respecting the safety, health and welfare of people and the protection of people and property, and

NOW THEREFORE, the Council for County of St. Paul No. 19, in the Province of Alberta, duly assembled, does hereby enact:

That Part D. Forest and Prairie Protection, Item 7.2 be amended as follows:

Fire Permits are required for burning from **April 1 to October 31**.

Read a first time in Council this 12th day of September, A.D. 2006.

Read a second time in Council this 12th day of September, A.D. 2006.

Read a third time in Council this 12th day of September, A.D. 2006 and duly passed this 12th day of September, A.D. 2006.

Reeve

Chief Administrative Officer



County of St Paul No 19
5015 ~ 49 Avenue, St. Paul, AB T0A 3A4
www.county.stpaul.ab.ca

Issue Summary Report

7.1. UTILITY TRAINING - OCT. 23-25

#20131001009

Meeting : October 8, 2013

Meeting Date : 2013/10/08 10:00

Background

Bellamy Software, the County's software provider, is holding a Utility Boot Camp from October 23 to 25, 2013 in Edmonton.

Recommendation

Motion to approve Paulette Mudryk, Utilities Clerk, to attend the Utility Boot Camp from October 23-25, 2013 in Edmonton.

Additional Information

Originated By : pcorbiere

Classroom Courses – on demand

as the course progresses. All who attend will be armed with the tools needed to successfully negotiate the rigors of maintaining customer accounts, generating bill runs and printing invoices. Our graduates will leave this course, confident in the knowledge that they now know the ins and outs of a work order and that the lowly meter change will not defeat them.

Recommended For:

All Utility Staff (so even if you are not new!).

Pre-requisites:

Must have had Bellamy New User training and be familiar with the Webview and/or 5250 session interfaces. Come prepared as this is a **FULL, HANDS-ON** intensive training session!

Utility Boot Camp (UTRCLS-99)

Utility billing stressing you out? Meter readings, input overrides, meter changes, work orders, temp offs! What does it all mean??? Take part in the wildly successful Utility Boot Camp that will help you get fit and ready to take on any task Utility billing can throw at you. Our instructors will prepare the participants for the obstacle course of daily inputs, processing tasks, cancels/rebills and reporting runs. As the course progresses, at the end of each section, students will be quizzed to reinforce the material covered. All who attend will be armed with the tools needed to successfully negotiate the rigors of maintaining customer accounts, generating bill runs, printing invoices, cancelling and rebilling invoices. Our graduates will leave this course, confident in the knowledge that they now know the ins and outs of a work order and that the lowly meter change will not defeat them.

Recommended For:

Seasoned users Bellamy Utility Billing (we do not recommend this course for users who have very little or billing or system experience). This is a FULL HANDS ON intensive training session! Students are requested to be on time each day.

Advanced User Training (USCLS-97)

Every organization needs an Advanced User. This user should be able to:

- Manage users on the iSeries and in the Bellamy application
- Manage User profiles
- Set up user menu
- Set up security
- Manage Auto-Notification Events
- Manage jobs in the Bellamy Scheduler
- Manage job and print queues
- IBM commands
- Bellamy control tables
- Set up backups
- Name & Address management (Review, request from CSS, ESS)
- Report Control
- Document archiving and Routing (Infoprint)



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

7.2. 2013 BELLAMY PARTNERSHIP FORUM - NOV. 27 & 28

#20131002010

Meeting : October 8, 2013

Meeting Date : 2013/10/08 10:00

Background

Bellamy Software will be hosting their annual Forum on November 27 and 28, 2013 in Edmonton. Registration for the forum is \$600.

Recommendation

Motion to approve the appropriate staff to attend the 2013 Bellamy Partnership Forum.

Additional Information

Originated By : pcorbiere

Tim Mahdiuk

From: Bellamy Software <donotreply@bellamysoftware.com>
Sent: September-19-13 4:10 PM
To: Tim Mahdiuk
Subject: 2013 Partnership Forum in Edmonton – Registration Package
Attachments: 2013 Agenda.pdf; Session smry & Regis form.pdf

bellamy software
knowledge. innovation. reach.

2013 Bellamy Partnership Forum November 27 and 28th in Edmonton

Registration Package

It is that time of year again, time to make plans to join us for this year's Partnership Forum.

Attached you will find the registration package for the 2013 Bellamy Partnership Forum, scheduled for November 27th and 28th at the Edmonton Marriott River Cree Resort. Within the attached document you will find the details regarding sessions, schedules, costs, and hotel bookings. We are still finalizing the Wednesday night entertainment, but should have some information on this very soon. New this year, is an Early Bird rate. We encourage you to take advantage of this great rate by registering **on or before October 18th**.

As in past years the Partnership Forum has a significant focus on training to provide the best value for your time spent with us. We have made some new additions to the schedule as well as brought back some of our most popular sessions based on your feedback.

If you have any questions regarding this year's Partnership Forum please forward them to forum@bellamysoftware.com. Please send your completed registrations to this same email address.



Support Center News

Did you know that there are **two** ways to create a support ticket?

1. Use your Client Access login where you can create, include attachments or add notes.
2. Send an email to support@bellamysoftware.com, with a summary of your issue in the subject line and details in the body. Be sure to include any relevant attachments.

Don't have a Client Access login or forgot? Let us know - call 1.800.289.2014.

[More](#)





Bellamy Partnership Forum Agenda 2013

Wednesday November 27, 2013

	Payroll/HR	Finance	Revenue	Alternate I	Alternate II
8:30 - 9:30am	Breakfast / Registration - Salon C,D				
9:30 - 10:00 am	Summit I (Salon C,D)				
	Coffee Break – 10:00am - 10:30am Salon C,D				
	112	122	132	142	152
10:30am - 12:00pm	2013 Payroll Highlights	2013 Finance Highlights	2013 Revenue Highlights	General Support Session	Operations Highlights / Open Discussion
12:00 - 1:00pm	Lunch – Salon C,D				
	113	123	133	143	153
1:00 - 2:30pm	Payroll Year End I	General Ledger	Tax I	Bellamy Software - Yes! We do That	Gravel
2:30 - 3:00pm	Coffee Break (2:30pm - 3:00pm)– Salon C,D				
	114	124	134	144	154
3:00 - 4:30pm	Payroll Year End II	Finance Report Web	Tax II	Report Web Version 12 Highlights	Call2Order
6:30pm - 11:00 pm	Dinner & Entertainment				

Thursday, November 28, 2013

	Payroll/HR	Finance	Revenue	Alternate I	Alternate II
7:30 - 8:30am	Breakfast - Salon C,D				
	211	221	231	241	251
8:30 - 10:00 am	Payroll Reporting Report Web	Purchase Order	Utility I	Debenture	Animal License
10:00 - 10:30am	Coffee Break – 10:00am - 10:30am Salon C,D				
	212	222	232	242	252
10:30am - 12:00pm	Payroll ESS (Municipal)	Accounts Payable I	Utility II	Payroll ESS/SMAP (School)	Business License
12:00 - 1:00pm	Lunch – Salon C,D				
	213	223	233	243	253
1:00 - 2:30pm	Payroll Open Discussion Municipal	Accounts Payable II	Revenue Open Discussion	TWINS (School)	Call2Order (user group)
2:30 - 3:00pm	Coffee Break (2:30pm - 3:00pm)– Salon C,D				
	214	224	234	244	254
3:00 - 4:30pm	Word Merge	Finance Open Discussion	Name & Address	Payroll Open Discussion School	General Support Session



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

7.3. RUSA CONFERENCE - DEC. 3-5

#20131001003

Meeting : October 8, 2013

Meeting Date : 2013/10/08 10:00

Background

The 2013 RUSA Conference will be held December 3-5, 2013 in Red Deer. This conference is included in the policy for Councillors wanting to attend.

Recommendation

Motion to approve the appropriate staff members to attend the 2013 RUSA Conference from December 3 to 5, 2013.

Additional Information

Originated By : pcorbiere

Conference Schedule

Monday, December 2nd – Thursday, December 5th

Sheraton Red Deer Hotel

3310 – 50th Avenue, Red Deer

Monday, December 2

7:00– 11:00
pm

Hospitality Room: come up to RUSA's hospitality room for some snacks, beverages and the chance to chat with old friends or to meet new ones. **Room see registration desk**

Tuesday, December 3

Alberta Environment is awarding CEUs for the conference

The Canadian Registered Safety Professionals is awarding CMPs for the conference

10:00 – 3:00
pm

Alberta Cities Safety Council's fall meeting to be held at the Sheraton Red Deer Hotel, 3310 – 50th Avenue, in Red Deer. Health and Safety representatives from all Alberta Cities are invited to attend this meeting. Members are encouraged to network with their peers and to share information on their municipality's health and safety trends, audits, significant incidents and innovations. **RSVP IS REQUIRED FOR CATERING NEEDS– RSVP with Jennyfer Harms ~ Jen@amhsa.net** An agenda will be sent to City representatives in early November.

8:30 – 10:00
am

Rural Utilities Safety Association will be holding its annual general meeting at the Sheraton Red Deer Hotel, 3310 – 50th Avenue, Red Deer. RUSA members are invited to learn about what RUSA has been up to in the past year, and plans for next year. Elections for Zones 4 (central east), 6 (central west) & 7 (south west) directors will be held. Consider running as a director! Bring a draw prize or two for the end of the meeting. **Guest presentation by Mr. Randy Palaniuk, President of the Canadian Association of Pipeline and Utility Locating Contractors (CAPULC).**

1:00 - 4:30 pm
(with ½ hour
break)

AMHSA's Leadership for Safety Excellence – Module 1 – Supervisor's Role - Instructed by Jay Turon, Certified AMHSA instructor: This half day course will help supervisors understand that they have a key role in the successful implementation of their municipal health and safety management system. Topics include where health and safety responsibilities fit, a supervisor's safety related tasks, legislated responsibilities, and corporate culture. **Course cost = \$40.00 + gst, Alberta Environment CEU's = 0.3**

8:30 – 4:30 pm
(based on 1 hour
lunch – if group
wants ½ hour
lunch course ends
at 4:00 pm)

AMHSA's Ground Disturbance Course - Instructed by , Rick Lupul, Certified AMHSA instructor: This full day course will teach the hazards associated with ground disturbance, trenching and excavation. Participants will learn how to identify hazards, avoid unintentional contact with buried facilities, how to utilize the Alberta One-Call program and the rules to follow while working near pipelines. This course is theoretical in nature. **Course cost = \$50.00 + gst, Alberta Environment CEU's = 0.6**

1:00 – 5:00 pm

WCB's Return to Work (Modified Work) seminar (previously titled Disability Management) - Instructed by Teri Spohr, WCB Account Manager. This pre-conference session will help employers understand the relationship between their claims costs and their WCB premiums. Teri will provide a step-by-step process to assist employers with building their own modified work programs. If you are a manager, supervisor or are an individual who is involved in the health & safety coordination and claims/ disability management within your organization, you should attend this session.


6:00 – 9:00 pm
Santano

Banquet: ** Sponsored by ~ Federation of Alberta Gas Coops Ltd. ******
▪ Cash bar opens 6:00 ~ Buffet Dinner 6:30 ~ presentation of service awards to follow
Entertainment: : ** Sponsored by ~ Synergy Land Services Ltd. ******
▪ HYPNOTIST ~ 8:00 to 9:30.

Wednesday, December 4 - Morning

8:00 - 9:15 am	Breakfast – on your own – Breakfast Buffet in Barbero's Restaurant		
9:15 - 11:30 am with 15 minute break Coffee Sponsor: Abacus Datagraphics Ltd.	1 – Pre-trip Inspection of Municipal Vehicles – by Ted Butler ~ Ground Force Training Institute <p>Did you know that all Commercial Motor Vehicles (CMV) and attached trailers are to be formally inspected for defects and serviceability at least once every 24 hours?</p> <p>This interactive session addresses the requirement for and content of a proper pre-trip inspection. The session will cover regulatory compliance and safety.</p> <p>The learning objectives of this session are to:</p> <ul style="list-style-type: none"> • Know and understand the legislation governing pre-trip inspections, • Understand and apply trip inspection procedures in accordance with applicable standards and regulations, • Understand the regulations. 	2 – Confined Space Entry – by Colin Noble ~ Certified AMHSA Instructor <p>This half day course will teach municipal workers how to safely enter confined spaces such as sewer systems, utility vaults, tanks, pits and sumps all of which are homes to potentially fatal hazards.</p>	3 – Let's Look at Human Error Differently – by Rick Craig ~ Safety Consultant, City of Edmonton <p>In this 1.5 hour presentation, a different way to look at human error will be explored. Participants will come to see human error as the symptom of a deeper problem and not a conclusion. In other words, identifying human error is only the beginning, and not the end, of an investigation.</p> <p>This viewpoint enables the investigator to examine factors beyond human error which contributed to the incident, and to develop safeguards to prevent a similar event from occurring in the future. During the Presentation incidents will be reviewed and the following concepts will be discussed to identify other factors which may have contributed to the adverse event:</p> <p>Hindsight Bias, Principle of Least Effort Cognitive Tunneling Confirmation Bias</p>
11:30 - 1:30 pm	<p><u>TRADE SHOW OPENS AT 11:30 Trade Show and Buffet Luncheon – Exhibition Hall</u> <u>Conference Opening Ceremonies</u> **** Sponsored by *****</p> <p><i>Flowpoint Environmental Systems</i></p>		

Wednesday, December 4 - Afternoon

<p>1:30 - 4:00 pm</p> <p>with 1/2 hour break in the Exhibition Hall</p>	<p>4 – Workplace Violence; What if... – by Gary McDougal ~ President of Conflict Solutions Limited.</p> <p>In this 2 hour interactive session, Gary will discuss the value of identifying the potential sources of workplace violence which includes: risk from strangers coming to the workplace, risks associated with interactions with customers, co-workers and former co-workers and threats from domestic related sources.</p> <p>He will explore the concept of the evolution of violence; how violence can follow a pattern of escalation which creates a need for employees and employers to recognize these indicators.</p> <p>This session will also outline a number of strategies to be employed in the unlikely event of a violent occurrence in the workplace. This will include strategies for pre-planning our personal emergency responses as well as how to "be a good hostage"</p>	<p>5 – Slipping and Sliding Through - Winter Driver Safety – by Mel Mottram ~ Attitude People Inc.</p> <p>Mel, always popular presenter returns to our conference with this seasonally timely seminar.</p> <p>During the seminar Mel will take a look at some of the problems associated with winter driving and covers such things as health hazards; uncontrollable and controllable winter hazards; what to take with us; pre-trip planning; winter-wise driving tips; getting stranded; and various other winter driving issues.</p> <p>A practical session, that really is a great review for the upcoming winter and maybe you won't have to slip slide through winter.</p> <p>"Fun" is always a key factor in Mel's presentations, you will not want to miss this one!</p>	<p>6– Asbestos and Mould Remediation and Management – by Chris Taylor ~ PHH ARC Environmental Ltd.</p> <p>Most of us are familiar with the hazards associated with asbestos and moulds. However most of us have no clue as to how to remediate or manage the hazards associated with each.</p> <p>During this session, Chris will cover:</p> <ul style="list-style-type: none"> • The background on asbestos and moulds, • Related legislation, • How to select a consultant, • How to select a qualified and certified contractor, • Managing asbestos and mould remediation projects, and, • Due diligence <p>At the end of this session, typical projects will be reviewed. Bring your questions to have them answered.</p>
<p>4:00 – 7:00 pm</p>	<div data-bbox="329 1276 532 1486">  </div> <p>Trade Show Reception – mix and mingle - hot hors d'oeuvres served at 4:30 pm.</p> <p>Get your trade show passport filled out and enter to win the prize draw. Draw prizes throughout the evening.</p> <p><u>RUSA Passport Draw, as well as Exhibitor Draw Prizes start at 6:45 pm – you must be present to win</u></p> <p>Note: Trade Show winds up this evening</p>		

Thursday, December 5

8:00 – 9:00 am	Breakfast – on your own – Breakfast Buffet in Barbero’s Restaurant		
9:00 – 9:15 am	Coffee – provided in each of the conference rooms		
9:15 – 11:30 am with 15 minute break	<p>7 – Alternative Wastewater Treatment Solutions for Small Municipalities – by Alberta Onsite Wastewater Management Association</p> <p>This session discusses alternative ways to dispose of wastewater in small municipalities. Disposing of wastewater onsite instead of piping it to a lagoon could be a cost effective way for your municipality to afford domestic sewage services in your communities. Come and see what technology is available to enhance your municipal services.</p>	<p>8 – Provincial Municipal Safety Council – Facilitated by Jim Moroney, Executive Director ~ Alberta Municipal Health & Safety Association (AMHSA)</p> <p>Join AMHSA for a joint meeting of the Northern and Southern Alberta Safety Councils!</p> <p>Participants from cities, towns, municipal districts, counties and villages are welcome to attend – meet your peers and share initiatives, challenges and innovations.</p> <p>Updates from the Workers’ Compensation Board, Alberta Employment and Immigration – Partnerships and AMHSA will also be presented.</p> <p>Please note that members <u>DO NOT</u> need to be registered for the conference to attend this meeting.</p> <p>Please RSVP with Jennyfer Harms ~ jen@amhsa.net</p>	<p>9 – Critical Incident Stress Management – by Steve Dongsworth ~ City of Calgary</p> <p>Description</p> <p>A critical incident is any situation faced by an employee or group of employees that causes unusual or strong emotional reactions that may interfere with the ability to function, either immediately or in the future.</p> <p>Critical incidents include:</p> <ul style="list-style-type: none">• Assaults or threats to the employee,• A death of a non-employee as a result of business operations,• Significant workplace medical emergency or accident,• Natural disasters – floods, severe storms, <p>This session deals with who to call if a critical incident has occurred as well as how to cope with critical incidents.</p>
11:30 - 12 :30	Lunch (participants are on their own for lunch)		
12:30 – 2:00 pm	<p>10 – Bridging the Gap – Kristen Cumming, Career InSight</p> <p>Today’s workplace features four generations interacting together in the workplace. Each bring different perspectives, strengths and challenges that impact recruitment, retention, performance management and team development. Consider the particular needs related to workplace safety, understanding each generation may provide useful ideas about improving overall safety and worker wellbeing. This engaging talk uses a demographic framework to illuminate the values and workplace characteristics of different generations at work. By exploring the socio-economic conditions of each generation, organizations will gain insight to effective recruitment, training, performance and retention strategies. Discussion will include the unique strengths and contributions of each generation and the value of differences in the workplace.</p> <p>Others’ Feedback:</p> <p><i>Kristen, a presenter of multigenerational workforce did a great job of showing us how "why generation" thinks and does things. I was amazed.</i></p> <p><i>The relevance, the honesty, the intelligence, the humour. The insight into today's youth and today's market. The light bulb that went on as I listened.</i></p> <p>Immediately following this workshop, there will be a Conference Grand Prize Draw which will be drawn from the list of delegates who attended this keynote speaker session. Delegates must be present to win!</p>		
Please remember to fill out the conference evaluation forms.			
Have a Safe Trip Home and See You Next Year !!!			



County of St Paul No 19
5015 ~ 49 Avenue, St. Paul, AB T0A 3A4
www.county.stpaul.ab.ca

Issue Summary Report

7.4. COMMUNITY WORKING GROUP COMMITTEE

#20131004001

Meeting : October 8, 2013

Meeting Date : 2013/10/08 10:00

Background

Reeve Upham attended Community Working Group Committee meetings on September 16, 18, 23 and 30. The purpose of the Committee is to prepare a grant application for a Family Care Clinic Proposal.

Recommendation

Motion to ratify Reeve Upham's attendance at the Community Working Group Committee meetings on September 16, 18, 23, and 30.

Additional Information

Originated By : pcorbiere



County of St Paul No 19
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Issue Summary Report

7.5. 2013 STRATEGIC PLAN UPDATE - 3RD QUARTER

#20131002011

Meeting : October 8, 2013

Meeting Date : 2013/10/08 10:00

Background

The 2013 Strategic Plan which has been updated for the 3rd quarter is attached.

Recommendation

Motion to accept the 3rd Quarter of the 2013 Strategic Plan as information.

Additional Information

Originated By : pcorbiere

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

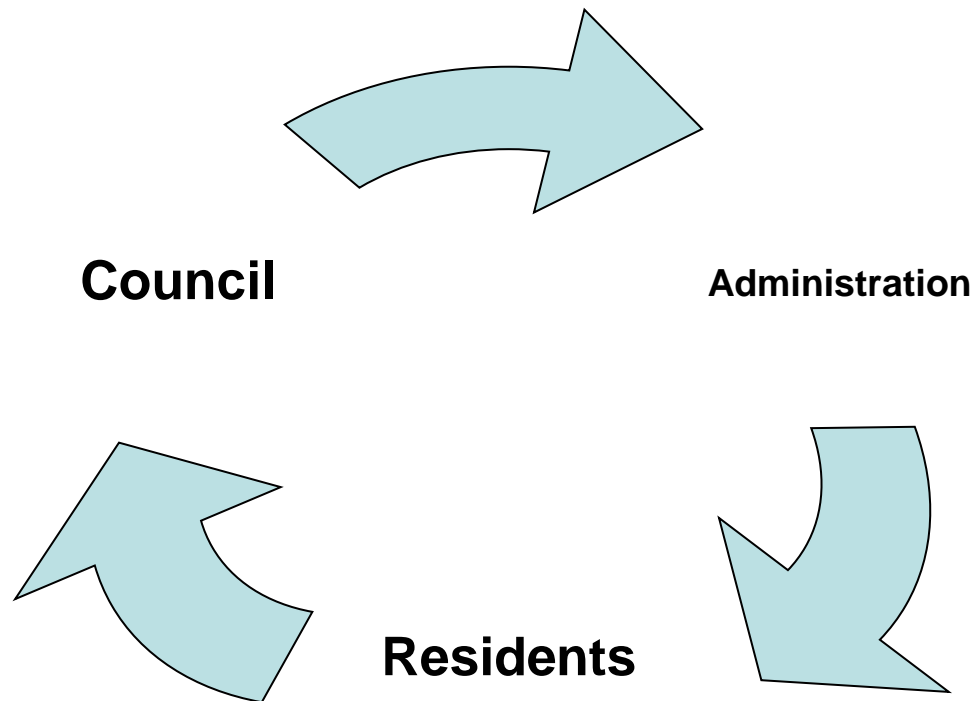


Table of Contents

Vision	-----
Core Values	-----
Guiding Principles	-----
Sustainability Priorities	-----
Goal 1 – Governance	-----
Goal 2 – Administration	-----
Goal 3 – Assessment	-----
Goal 4 – Economic Development	-----
Goal 5 – Fire/Disaster Services	-----
Goal 6 – Protective Services	-----
Goal 7 – Public Works/Transportation/Safety	-----
Goal 8 – Utilities	-----
Goal 9 – Waste Management	-----
Goal 10 – FCSS	-----
Goal 11 – Agriculture	-----
Goal 12 – Planning and Development	-----
Goal 13 – Parks & Recreation	-----
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	Quarter 1 – Annual meeting held May 2 – 27 people attended.
Explore concept of posting information with regard to Councilor costs more often than within annual report	Council	1 st quarter	Quarter 1,2,3 – No action taken yet.

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>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</p> <p>Quarter 2 – Bryan and Darlene attended Course and came out with Basic Asset Management Plan for Utilities. Darlene to finalize then proceed with other departments. Bryan to present Asset Management Policy to Committee for consideration. (B&D).</p> <p>We are hoping to have the road information completed by August. (Sheila)</p> <p>Quarter 3 - Time constraints due to gravel and park operations on Darlene’s end – no further progress on finalization of Basic Asset Management Plan for Utilities or Policy Presentation.</p>

Appendix 1 for 7.5.: 2013 Strategic Plan - 3rd Quarter Update

			Accurate Assessment is still working on road information.
Coordinate ads from County to create a “County” area/page in the St. Paul and Elk Point newspapers	Sheila/Janice	Jan 2013	<p>Quarter 1 - – Phyllis has coordinated this with the St. Paul Journal. Katie from FCSS is coordinating the County’s ads – they are located on page 8</p> <p>Quarter 2 –Implemented and ongoing. Done</p>
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		<p>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.</p> <p>Quarter 2 - 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.</p> <p>Quarter 3 – According to MCSNet – 2 towers have been installed. They have also applied for development permits for the installation of the others.</p>
Implement automated vehicle locating (GIS)	Sheila	Summer 2013	<p>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.</p> <p>Quarter 2 - 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.</p> <p>Quarter 3 – Fire Departments have been working to improve routing from the AVL system, reporting that the system is working well.</p>
Implement GPS for 911	Sheila	1 st quarter 2013	<p>Quarter 1 – the 911 Dispatch is set up to use the AVL system for routing fire vehicles.</p> <p>Quarter 2 - 911 Dispatch has access to the AVL software and is now routing fire trucks. Complete.</p>
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	Linda/Janice	May 2013	<p>Quarter 1 - Received magnets and going in tax notices</p> <p>Quarter 2 – Completed all tax notices had a magnet inserted.</p>

Appendix 1 for 7.5.: 2013 Strategic Plan - 3rd Quarter Update

in the future			
Host a Municipal Intern in the Administrative Program if the grant app is successful	Sheila/all departments	Start May 2013	<p>Quarter 1 – Grant application was successful. An Intern was recruited in February. Kyle Attanasio was hired and started work May 6.</p> <p>Quarter 2 - Kyle is working a lot on policy and bylaw development. In addition he is spending time with PW, P&D, ASB, Bylaw Enforcement when situations arise that he will have a learning opportunity.</p> <p>Quarter 3 – Kyle is continuing spending time in other departments as time allows. He is working on additional bylaw/policy development. He has expressed interest in extending the Internship to the second year. Council has discussed this and will consider at the October Council meeting.</p>

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	<p>Quarter 2 - Policy to be discussed in July</p> <p>Quarter 3 – Council determined to defer to 2014 Strategic Planning</p>
Bylaw to ensure consistent speed limits within subdivisions	Sheila/Leo	January 2013	Quarter 2 – Bylaw passed. Complete.
Pathways at lake subdivision policy	Sheila	Summer 2013	Quarter 2 – Policy adopted. Complete.
Fee Schedule Bylaw/Policy	Sheila	Summer 2013	Quarter 1 – Fee Schedule Bylaw adopted.
Explore policy development regarding building of roads for access to subdivision or development. Who Pays? County or Developer?	Sheila	April 2013	<p>Quarter 2 - This is being determined in the Engineering Standards – to be discussed with Council in August.</p> <p>Quarter 3 – Engineering Standards are delayed due to delay in road info from Accurate Assessment.</p>
Road Access/Approaches Policy – need to look at different fees – minimum cost	Sheila	April 2013	Quarter 1 – Policy regarding approaches has been adopted

Appendix 1 for 7.5.: 2013 Strategic Plan - 3rd Quarter Update

Bridge File replacement – policy to ensure that road construction required for Bridge File is automatically included in road planning	Sheila	April 2013	Quarter 2 – No action yet.
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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 leadership building courses for promotion of internal staff)	Sheila	Dec 2013	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 be or in the future take on a management role. Quarter 3 – Continuation of Courses has been extended to Oct/Nov/Dec/Jan.
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 – no action taken
Team building for all staff – minimum of 2 events per year	WHSC	Fall 2013	Quarter 1 – team building event held April 17. Quarter 3 – team building event has been scheduled for October.
Training for First Responders in rural addressing	Linda	1 st quarter 2013	Quarter 1 – no action taken yet Quarter 2 - Fire departments will be routed by 911 Dispatch who is using rural addressing with the AVL system. Quarter 3 – contacting Ambulance and RCMP to see if they are interested in more training regarding rural addressing.
Explore Short Term Disability benefits	Tim	1 st 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
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Appendix 1 for 7.5.: 2013 Strategic Plan - 3rd Quarter Update

Succession Planning – Head Assessors plans to retire in 2014. Will we continue in-house or combo or contract out?	Glen	1 st 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 –
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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 Development readiness	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. 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. Quarter 3 – no further action in 3rd quarter.
Work together with partners to make grant application for study for affordable housing/housing for our community. FCSS, HUB, Industry		1 st quarter	Quarter 1 – no action taken Quarter 2 – no action taken Quarter 3 – no action taken

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
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Appendix 1 for 7.5.: 2013 Strategic Plan - 3rd Quarter Update

Take a lead role in facilitating the development of a regional emergency management and disaster social services plan	Janice, Dennis, Sheila	Summer 2013	<p>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</p> <p>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.</p>
Tender/Build Ashmont/Mallaig Fire Hall	Dennis	January 2013	<p>Quarter 1 – Fire Halls for Ashmont and Mallaig have been tendered out and awarded. Will be completed in 2013.</p> <p>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.</p> <p>Quarter 3 – Work is continuing on both fire halls, expectation that they will be complete prior to yearend.</p>
Training required for emergency preparedness and to be part of provincial team (e.g. DSS, CISM training)	Janice	Dec 2013	<p>Quarter 1 - May 8 & 9 DSS & R&I Janice has been scheduled to take training.</p> <p>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.</p> <p>Quarter 3 – Council approved appropriate staff to attend the AEMA Conference in November.</p>

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 st quarter 2013	<p>Quarter 1 – no action taken on this yet</p> <p>Quarter 2 - Working on unsightly premises bylaw.</p>

			Quarter 3 – Unsightly Premises bylaw approved.
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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 st 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 st quarter 2013	
MG30 Trial for road oiling	Leo/Ken	Summer 2013	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.
Explore the costs and process of paving all subdivisions	Leo	January 2013	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. 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.
See Appendix A for listing of road and bridge construction	Leo		

Appendix 1 for 7.5.: 2013 Strategic Plan - 3rd Quarter Update

See Appendix B for listing of oiling and dust control	Leo		
Goal 7B: Public works equipment is maintained and upgraded on a regular basis			
Action	Lead	Target Date	Quarterly Report
Shop building efficiency – lighting and overhead doors, air handling and heating.	Sheila/Ken	August 2013	Quarter 2 – started in 2012; lighting is complete 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. Quarter 2 - Tender awarded. Work is commencing on the HVAC systems. Quarter 3 - Work is continuing on upgrades at the PW Shop – deadline is November 2013.
See Appendix C for listing of equipment purchases	Leo		
Install GPS on defined equipment	Sheila/Linda	Dec 2013	Quarter 3 – no action – evaluation of budget with PW staff – looking at plow trucks and other equipment.
Auto greasers on defined equipment	Leo	Summer 2013	

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

Goal 8 - Utilities

Goal 8: Utility systems are maintained and upgraded on a regular basis to ensure effective and efficient delivery of services			
Action	Lead	Target Date	Quarterly Report
Install new water meters in Lottie Lake, Ashmont, Mallaig		Lottie Lake – 1 st quarter Ashmont/Mallaig – Dec 2013	Quarter 1 - Water meters have been installed in Lottie Lake. Water meters for Ashmont and Mallaig are being ordered and installation will be scheduled. Quarter 2 – The water meters have arrived for Ashmont and

Appendix 1 for 7.5.: 2013 Strategic Plan - 3rd Quarter Update

			<p>Mallaig – an installation plan will be developed and implemented soon.</p> <p>Quarter 3 – Water Meters are being installed in Ashmont – scheduled to be installed in Mallaig in October.</p>
Improve communication in Utility Department – work order systems, weekly meetings, communication protocols		January 2013	<p>Quarter 1 - Communication is improving with Bryan, Danny and Ron discussing operations regularly.</p>
<p>Work towards improved water quality in Ashmont and Mallaig</p> <ul style="list-style-type: none"> - 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 		<p>WTP – March 2014</p> <p>Test Plant – spring 2013</p>	<p>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.</p> <p>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.</p> <p>Quarter 3 – Following meeting with Alberta Transportation and letter received regarding funding – Council determined to put the awarding of the tender for the Ashmont WTP on hold in order to look at other options. Options that will be explored include: connection to Hwy 28/63 Water Commission at Spedden; connection to St. Paul; and construction of WTP. Council will make determination at October Council meeting.</p>
Locate all cc valves with accurate GPS equipment and put in GIS system		Summer 2013	<p>Quarter 1 – GPS equipment ordered. Ongoing</p> <p>Quarter 3 – Equipment has arrived in Edmonton. Staff will be trained in 4th quarter.</p>
Explore joint Lagoon with the County of Two Hills for Lac Sante area	Sheila	Summer 2013	<p>Quarter 2 – No discussion on this item</p> <p>Quarter 3 – Regional Collaboration Grant has been sent in for a Joint Lagoon Feasibility Study.</p>
Explore Tank loaders for non-potable water	Sheila, Dennis, Leo	Fall 2013	<p>Quarter 1 –</p> <p>Quarter 2 –</p>
When requested, explore providing water to Developments	Sheila	2013 as requested	<p>Quarter 1,2,3 – No requests</p>

Appendix 1 for 7.5.: 2013 Strategic Plan - 3rd Quarter Update

Decommission non-potable wells in subdivisions on municipal land	Utilities staff	Summer 2013	Quarter 2 – have disconnected power to the municipal well in Crestview.
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	Quarter 2 – Program will not be open for applications until 2014.
Upgrade Mallaig lagoon for sewage truck dumping	Bryan	Summer 2013	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.
Implement preventative maintenance program for utilities	Bryan	January 2013	Quarter 1 - Ongoing

Goal 9 – Waste Management

Goal 9: Waste management enhances and encourages “best practices” in waste disposal			
Action	Lead	Target Date	Quarterly Report
Waste Storage Sites for Garner Lake and Perch Lake	Dennis	Fall 2013	Quarter 2 – Will completed clay – Gravel pad at Perch Lake Quarter 3 – St. Vincent Waste Storage Site complete. Perch Lake will be completed in the fall. Garner Lake site to defer to next year.
Negotiate agreement with Smoky Lake regarding non-county use of transfer stations vs. lagoon use	Dennis	January 2013	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.

Goal 10 – FCSS

Goal 10: FCSS services conserve and enhance the rural lifestyle of residents.
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Appendix 1 for 7.5.: 2013 Strategic Plan - 3rd Quarter Update

Actions	Lead	Target Date	Quarterly Report
Meet the target set by the province to spend 50% of the budget on children and youth programs	Janice	Dec 2013	Quarter 3 – Results will be calculated at the end of 2013
Assist the general public with ongoing support and direction including the Alberta Seniors program	Janice	ongoing	Quarter 3 – We continue to assist seniors with all referrals and inquiries.
Implement County welcome packages	Janice	Summer 2013	Completed April 1/13 Quarter 2 - Ongoing
Hold a senior's clinic on Alberta Seniors Benefits programs once per year	Janice	Fall 2013	Aug 14/13 – Mallaig Aug 15/13 – St. Paul Quarter 3 - Completed
Apply for New Horizon Grant for Elder Abuse Awareness	Janice	Spring 2013	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. Quarter 3 – Received notification that our Grant Application was received by New Horizons.
Organize a Seniors Festival	Janice/Katie	Dec 2013	Quarter 3 – November 22 – is the date for 2013 Seniors Festival
More recognition and involvement of small communities	Janice	ongoing	Volunteer week; Acknowledged all our rural communities with Certificates & Mugs Quarter 3 – July 1 Canada Day Celebrations in Ashmont August 3 - Lottie Lake Block Party
Provide support to Rural Crime Watch as requested	Janice	ongoing	Ongoing- Provide assistance with meeting minutes & agendas
Have joint board meetings with the Town of St. Paul FCSS twice per year to insure no overlap of services	Janice	Dec 2013	April 3, 2013 October 1, 2013

Appendix 1 for 7.5.: 2013 Strategic Plan - 3rd Quarter Update

Update FCSS policy and procedure manual as required	Janice	ongoing	Quarter 2 - On going
Continue to build on the Welcome Baby Program in partnership with the Town of St. Paul FCSS	Janice	ongoing	Quarter 2 - Included Portage college as a partner
Continue to run Ashmont summer program	Janice	Summer 2013	Quarter 2-hired the staff and the program starts July 23, 2013. Quarter 3 – Completed 6 week summer program in Ashmont
Continue Moms N Tots in Mallaig and Ashmont	Janice	ongoing	Increase in numbers for Mallaig Quarter 3 - Ongoing
Assist residents with volunteer income tax program	Janice/Katie	April 2013	Completed
Organize Block parties – Mallaig, Ashmont, Heinsburg, Lottie Lake	Janice	Summer 2013	Ashmont July 1/13. Mallaig declined this year. Quarter 2 – Heinsburg also declined. Quarter 3 – Lottie Block Party August 3rd.
Explore ideas for more family activities	Janice	ongoing	Quarter 2- Ashmont Canada Day is a big family event.
Complete outcome measures as required by the Alberta Gov't	Janice	Dec 2013	Completed 2012 waiting for 2013 Quarter 2- Outcomes completed just waiting for the province to request them. Quarter 3 – Outcomes reported to the province beginning of October

Goal 11 – Agriculture

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

Actions	Lead	Target Date	Quarterly Report
Implement the AIMS system through Accurate Assessment to GPS location and actions taken on weed infestations in the County	Keith/Jack	April 2013	Quarter 1 – equipment for AIMS system ordered – to be implemented in May. Quarter 2 - Equipment has been received and staff have been trained. Complete.
GPS on mowing equipment	Keith/Jack	April 2013	Quarter 3 – defer to 2014 – mowing complete for 2013 – delayed as we were waiting to implement in Fire Department first.

Appendix 1 for 7.5.: 2013 Strategic Plan - 3rd Quarter Update

Work with highway maintenance contractor to ensure weeds are controlled around those highways	Dennis/Keith	April 2013	Quarter 2 - Agreed to do some weed control along highways in troubled areas. Costs covered
Purchase a 7 ft. rotary mower for smaller areas – subdivisions \$5000	Keith/Jack	May 2013	Quarter 2 – Purchased - Complete
Coyote Bounty for predation control - \$20,000 for Jan-Mar 2013 and additional \$10,00 for fall 2013	Keith /Jack	Dec 2013	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 –
Beaver control policy (address problem and private land issues)	Dennis/Keith	Summer 2013	Quarter 1 – Resolutions were made at the ASB meeting in early May that will be developed into policy. <ul style="list-style-type: none"> • 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. • 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. Quarter 2 - Two Beaver Control policies have been adopted – one for Beaver Dams affecting County Infrastructure, the other for Beaver Dam removal on private property. Completed.
Re-evaluate rental of innovative and popular agricultural equipment	Dennis/Keith	Summer 2013	Quarter 2 – To be completed by 3rd or 4th quarter.
	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	Quarter 3 – Oxeye Daisy plots and information tour

Goal 12 – Planning & Development

Goal 12: Development is environmentally sound and sensitive
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Appendix 1 for 7.5.: 2013 Strategic Plan - 3rd Quarter Update

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 – Bylaws adopted. Education process to be determined.</p> <p>Quarter 3 - Advertisements highlighting changes to the Bylaws are being run in the Elk Point Review and St. Paul Journal Weekly.</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> <p>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.</p>

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	Quarter 1 – approved in 2013 budget
Playground - Floating Stone	Leo/Ken	Nov 2013	Quarter 1 – cancelled until 2014
Playground - Stoney Lake	Leo/Ken	Nov 2013	Quarter 1 – cancelled until 2014
Playground – Lottie Lake	Leo/Ken	Nov 2013	Quarter 1 – cancelled until 2014
Playground - Lindbergh	Leo/Ken	Nov 2013	<p>Quarter 1 – approved in the 2013 budget</p> <p>Quarter 2 – Playground equipment has been ordered.</p>
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

Appendix 1 for 7.5.: 2013 Strategic Plan - 3rd Quarter Update

Action	Lead	Target Date	Quarterly Report
Review the library board structure and committee(s)	Sheila	Summer 2013	Quarter 1 – No action taken on this item at this time. Quarter 2 – No action taken on this item at this time. Quarter 3 – will be reviewed at Organizational Meeting.



County of St Paul No 19
5015 - 49 Avenue, St. Paul, AB T0A 3A4
www.county.stpaul.ab.ca

Issue Summary Report

7.6. COUNCILLOR ORIENTATION

#20131002003

Meeting : October 8, 2013

Meeting Date : 2013/10/08 10:00

Background

As the Municipal Election is approaching on October 21, 2013 and it is apparent that the County will have at least one new representative on Council, Administration is requesting that we organize a Council Orientation to allow Council time to reflect on their roles and responsibilities as County Councillors and to interact with new member(s) of Council as we move into the next term of office. Lois Byers from Smiling LB Consultants has provided a quote of \$903.00 to provide this orientation. She provided the orientation in 2010 after the last election.

Recommendation

That the County contract Lois Byers of Smiling LB Consulting to conduct Council Orientation following the 2013 Municipal Election at a cost of \$903.

Additional Information

Originated By : skitz



County of St Paul No 19
5015 ~ 49 Avenue, St. Paul, AB T0A 3A4
www.county.stpaul.ab.ca

Issue Summary Report

7.7. BYLAW NO. 2013-38 LICENCE ROAD ALLOWANCE

#20131001010

Meeting : October 8, 2013

Meeting Date : 2013/10/08 10:00

Background

Allan and Susan Cunningham are applying for a licence agreement for the undeveloped road allowance situated between SE 28-57-6-W4 and NE 21-57-6-W4 for agricultural purposes. They own the property on both sides of the road.

The County, under Section 18 of the M.G.A. has the direction, control and management of all roads within the municipality. Under Section 16 of the Highway Traffic Act, a municipality may grant a licence for the use of a road allowance.

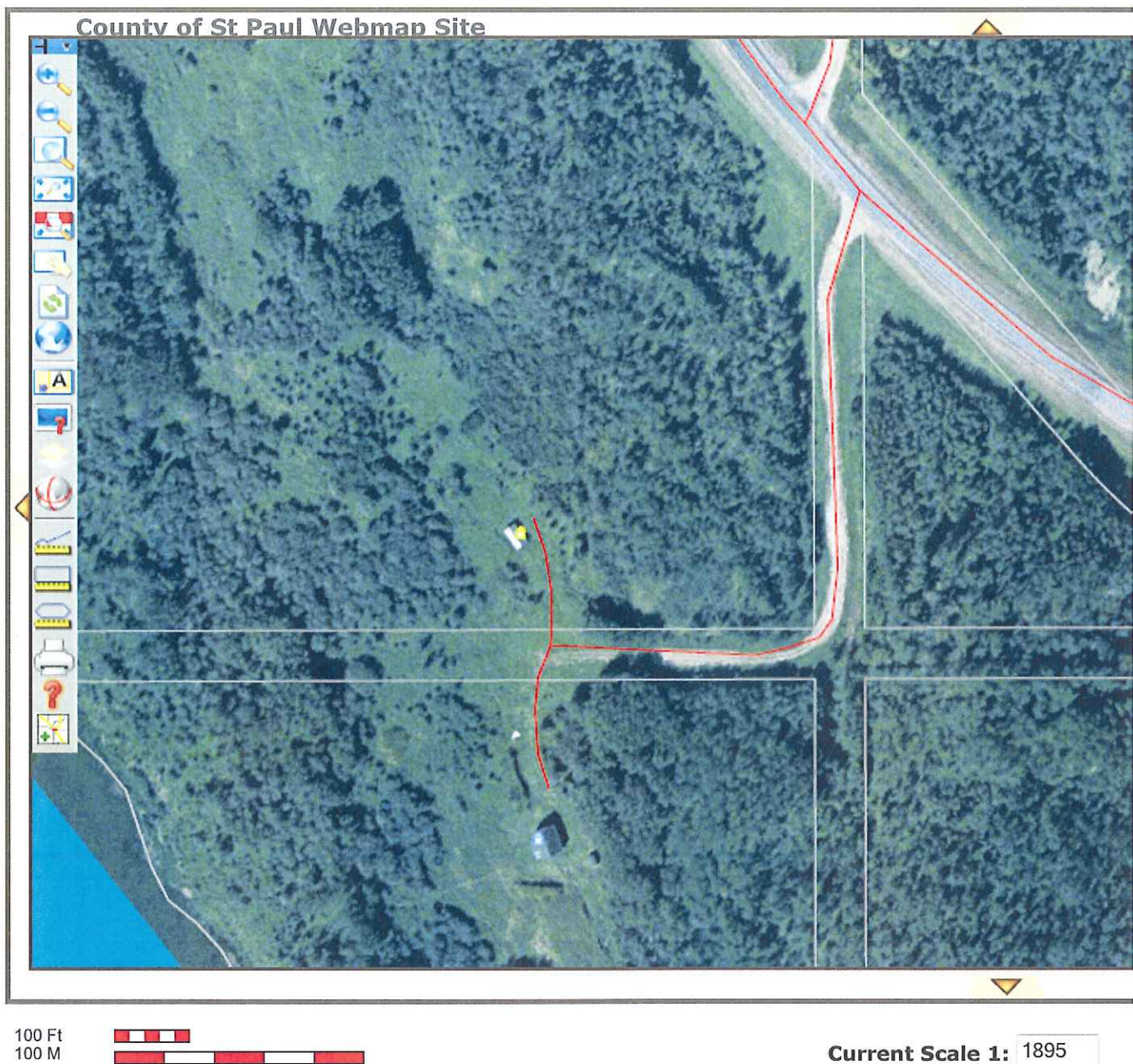
After first reading the Bylaw must be advertised.

Recommendation

Motion to give first reading to Bylaw No. 2013-38, Licence Agreement for road allowance located between SE 25-57-6-W5 and NE 21-57-6-W4.

Additional Information

Originated By : debergheim



ATTENTION: DENNIS BERLHEIM

1 of 4

FAX 780-645-3104

Licensing Undeveloped Road Allowances Policy

Section 1 - Definitions

"applicant" shall mean the person or persons applying for the license

"adjacent landowner" shall mean the owners of all properties which abut the portion of the road allowance the applicant is applying to license.

"council" shall mean the Council of the County of St. Paul #19

"licensee" shall mean the person or persons the license has been granted to.

"use or occupation" of an undeveloped road allowance shall mean solely for the purpose of grazing livestock. No other activity, whatsoever, will be permitted within the License Area without the written permission of the County of St. Paul and all adjacent landowners.

Section 2 - Application

Application for use or occupation of an undeveloped road allowance, within the boundaries of the County of St. Paul #19, requires the acquisition of a license.

In order to apply for a license the applicant must provide written approval/consent from all adjacent landowners affected by issuance of the proposed license.

The enclosed **Adjacent Landowner Consent to License an Undeveloped Road Allowance**, (refer to Section 7) should be completed by all effected landowners and must accompany application for the license.

Section 3 - Application Fee

The applicant must pay one time fee of \$100.00 to process the application which covers the expense of placing an ad in the local newspaper indicating the applicant's intent to license the road allowance.

Section 4 - Approval

The applicant must demonstrate to Council a willingness to comply with all the terms and conditions set out in this Policy, (Section 7) and have the required consent forms completed before the License application will be considered.

Section 5 - Annual licensing Fee

Upon approval The County of St. Paul will charge the licensee an annual fee for occupation of the Road Allowance according to an authorized fee schedule.

Section 6 -Terms and Conditions

1. The licensee must clearly state the intended use of the road allowance and any improvements/additions/alterations, which may be made to accommodate this use (i.e. the construction of a fence, brushing, clear-cutting, etc.)
2. All improvements/additions/alterations must be constructed according to specifications determined by the County. Maintenance of these improvements/additions/alterations is the sole responsibility of the Licensee.
3. The Road Allowance must be maintained to the satisfaction of the County of St. Paul. All debris created during the occupation of the property by the licensee, (i.e. brushing) must be removed within a reasonable period of time from the time that it occurred.
4. The Licensee shall abide by all laws, bylaws, legislative and regulatory requirements of any government relating to the use and occupation of the License area.
5. During the term of the License, the Licensee has the right to restrict access to the property, with the exception of County Personnel or third parties contracted to the County. The Licensee may post signs restricting access. These signs must quote the name of the Licensee and the License #.
6. The County of St. Paul reserves the right to occupy and use the License Area in any manner whatsoever, provided that the County shall not unreasonably interfere with the activities permitted the licensee. These include, but are not limited to, access of third parties for the installation of underground or above ground utility lines, pipeline facilities, transmission lines and drainage swells which cross the License area.
7. The Licensee must carry liability insurance. Such insurance shall name the County as an insured party, and shall contain a waiver of subrogation against the County. The Licensee must provide proof of such insurance to the satisfaction of the County.
8. The Licensee is responsible for any claims, demands, suits, proceedings or actions whatsoever that may be brought against the County due to the actions of the Licensee.
9. Failure to comply with any of the above conditions could result in the termination of the licensing agreement.
10. Upon the termination of the License the Licensee is required to restore the Road Allowance to its former condition, to the satisfaction of the County of St. Paul. All improvements/additions/alterations (i.e. fences and subsequent debris etc.) must be removed.

Section 7 - Adjacent Landowner Consent to License an Undeveloped Road Allowance
(Each adjacent landowner must complete a copy of this form)

I ALLAN AND SUSAN CUNNINGHAM am (are) applying to obtain a license to
Full name(s) of applicant(s)

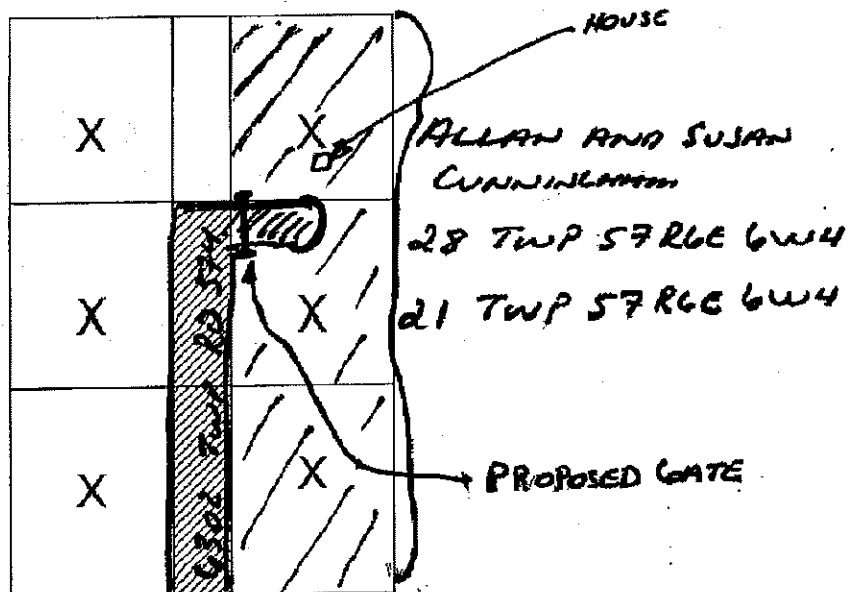
occupy the undeveloped road allowance situated 6302 TWP RD 574
provide legal location

for the sole purpose of AGRICULTURAL PURPOSES
Describe in detail the intended use

If improvements or alterations are required in order to undertake the above stated activity
 please detail the type and extent of the improvements required: _____
Detail the improvements

The application for a license to occupy an undeveloped road allowance requires that I obtain
 consent from all adjacent landowners abutting the proposed license area.

"Abutting" means any property (indicated by "X") touching the
 road allowance which is being closed, unless it is separated by
 another road allowance.



CONSENT: NO ONE IS ABUTTING THE ROAD ALLOWANCE BENEATH
CLOSED OTHER THAN OURSELVES.

Having been informed of the proposed license application, and I _____
 Name of landowner

Owner of _____ have no objection to _____
 Provide legal location Name of applicant(s)

applying to license the road allowance abutting my property for the purpose described above.

[Signature] 899
 Signed ALAN AND SUSAN CUNNINGHAM

September 13, 2013
 Date

[Signature]
 Witness

Sept. 13. 2013
 Date

CONSENT:

Having been informed of the proposed license application, and I _____
 Name of landowner

Owner of _____ have no objection to _____
 Provide legal location Name of applicant(s)

applying to license the road allowance abutting my property for the purpose described above.

 Signed

 Date

 Witness

 Date

CONSENT:

Having been informed of the proposed license application, and I _____
 Name of landowner

Owner of _____ have no objection to _____
 Provide legal location Name of applicant(s)

applying to license the road allowance abutting my property for the purpose described above.

 Signed

 Date

 Witness

 Date

COUNTY OF ST. PAUL NO. 19

BY-LAW NO. 2013-38

A By-law of the County of St. Paul No. 19, in the Province of Alberta, to provide for a Licence Agreement respecting a portion of a road allowance located between the SE 28-57-6-W4 and NE 21-57-6-W4

WHEREAS, by virtue of the power conferred on it, the Council of the County of St. Paul No. 19, in the Province of Alberta, duly assembled, enacts as follows:

1. The Licence Agreement attached hereto as Schedule "A" is adopted.
2. This Bylaw shall come into force and effect upon execution of the Licence Agreement attached as Schedule "A" by the duly appointed officers of the County of St. Paul No. 19.

Read a first time in Council this 8th day of October, A.D. 2013.

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

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

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

Reeve

Chief Administrative Officer

UNDEVELOPED ROAD RIGHT-OF-WAY LICENSE AGREEMENT

THIS AGREEMENT made this _____ day of _____, 2013.

BETWEEN:

THE COUNTY OF ST. PAUL NO. 19,
a municipal corporation pursuant to
the laws of the Province of Alberta
(Hereinafter referred to as the "County")

OF THE FIRST PART

- and -

ALLAN AND SUSAN CUNNINGHAM
of the County of St. Paul No. 19,
in the Province of Alberta
(Hereinafter referred to as the "Licensee")

OF THE SECOND PART

WHEREAS: The County has the control and management of roads within the municipality;

AND WHEREAS: the Licensee desires to license a portion of Road Right-of-Way from the County under the terms and conditions contained herein such Road Right-of-Way described as that portion of road allowance located between **SE 28-57-6-W4 and NE 21-57-6-W4** (Hereinafter referred to as the "Road Right-of-Way");

AND WHEREAS: that portion of the Road Right-of-Way is not currently required for public use and the County is prepared to grant the Licensee a license for the temporary occupation or use of that portion of the Road Right-of-Way under the terms and conditions contained herein;

NOW THEREFORE: THIS AGREEMENT WITNESSETH THAT in consideration of the premises, covenants, conditions and terms contained herein, the parties hereto agree as follows:

1. That the County does hereby, in consideration of the payments hereinafter specified, and in consideration of the covenants and conditions herein contained, grant permission to the Licensee, its agents, employees and contractors to use, enter upon and occupy, for the purposes hereinafter specified, that portion of the Road Right-of-Way shown outlined in red on Schedule "A" attached (hereinafter referred to as the "License Area").

2. The Licensee agrees to utilize the land for one of the following purposes as approved by County Council and the Licensee shall not cause or permit any other activity whatsoever within the License Area.

☒ Grazing
☐ Cultivation
☐ Other (Specify) _____

3. The term of the license granted herein shall commence on the **1st day of _____, 2013**, and shall continue until terminated as hereinafter provided.
4. In consideration of the rights herein conferred upon the Licensee, the Licensee shall pay to the County the following amount at the following times:

Forty dollars (\$40.00) payable on _____ **1st** of each year during the life of this Agreement.
5. Nothing in this Agreement confers upon the License any exclusive right whatsoever in respect to the use or occupation of the License Area and the Licensee shall have no legal or equitable claim to the License Area other than as herein provided.
6. The rights conferred upon the Licensee by this Agreement are only personal in nature and shall not be construed as covenants running with the land and, as nothing in this Agreement confers upon the Licensee any legal or equitable estate whatsoever in the lands within the License Area, the Licensee shall not register in the Land Titles Office any instrument whatsoever which claims any interest, legal or equitable, in the lands within the License Area.
7. The County shall have the full right to occupy and use the License Area in any manner whatsoever deemed appropriate by the County; provided that the County shall not unreasonably interfere with the rights herein conferred upon the Licensee.
8. The Licensee, by performing and observing the covenants and conditions contained herein, shall be entitled to peaceably exercise the rights herein granted to the Licensee without any reasonable hinderance, molestation or interruption from the County.
9. The License shall not, without the prior written consent of the County, assign either in whole or in part any of the rights herein conferred upon the Licensee.
10. In the event that the County deems it necessary or appropriate to cause or allow third parties to construct or install permanent underground or above-ground utility lines, pipelines facilities, transmission lines and drainage wells which will cross the License Area, or to perform such other work upon the License Area as may be deemed necessary in the sole discretion of the County, the Licensee shall in no way interfere or hinder the construction, installation, repair or maintenance undertaken by the

County or any person to whom the County has granted such permission, and further, the Licensee shall forthwith, upon the request of the County, execute such further documentation as deemed appropriate in the sole discretion of the County for the purposes of expediting or permitting the construction or installation of permanent underground or above ground utility lines, pipeline facilities, transmission lines and drainage swells or other such work within the License Area by the County or the nominee of the County.

11. The Licensee shall not install or erect any trees, shrubs, landscaping, buildings, improvements or structures on the License Area, without approval of the County. If the County permits the Licensee to install or erect any trees, shrubs, landscaping, buildings, improvements or structures, the same are to be constructed in a workmanlike manner so as to minimize damage to the License Area, and the Licensee shall, after any such work, restore the License area to a level and condition equivalent to that which existed prior to the commencement of any such construction and the existing grading running north to south, on the length of the Road Right-of-Way shall not be altered or obstructed by any such construction.
12. The Licensee shall not construct any fencing on the License Area unless prior approval of the County is first obtained and if the County permits the Licensee to construct any fencing on the License area, such fencing shall be constructed according to the specifications determined by the County including any specifications requiring of providing for the construction of gates. If the Licensee is permitted to erect any fencing on the License Area, the said fencing is to be considered the sole property of the Licensee and is to be repaired and maintained solely by the Licensee.
13. Upon the termination of this license, the Licensee shall remove all property belonging to the Licensee from the License Area and shall restore the License Area to a level and condition equivalent to that which existed prior to the commencement of this license. If the Licensee fails or neglects to restore the License Area or fails to remove any and all property of the Licensee from the License Area within thirty days of the termination of this license, the County shall have the right, but not the obligation, to take such action as is reasonably necessary in the sole discretion of the County to remove all property of the Licensee from the License Area and to restore the License Area to a level and condition equivalent to that which existed prior to the commencement of this license. The County shall not be responsible for any loss or damage, however caused, to any property of the Licensee hereby removed from the License Area and the Licensee shall compensate the County its servants, contractors or agents pursuant to this clause. Any cost incurred by the County pursuant to this clause shall be a debt due and owing by the Licensee.
14. The Licensee shall at all times and in all respects abide by all laws, by-laws, legislative and regulatory requirements of any government and other competent authority relating to the use and occupation of the License Area.
15. The Licensee shall provide the County prompt written notice of any accident, damage or injury occurring on the License Area however caused.

16. The Licensee shall at all times hereafter indemnify and hold harmless the County against all actions, claims, demand, suits or proceedings whatsoever that may be lawfully brought or made against the County by reason of anything done by the Licensee, its agents, employees, invitees or contractors, whether or not such things are done in the exercise or purported exercise of the rights herein conferred upon the Licensee.
16. The Licensee shall carry liability insurance as follows:
 - comprehensive general liability insurance with insurable limits of no less than TWO MILLION (\$2,000,000.00) DOLLARS for each occurrence or incident;
 - such insurance shall name the County as an insured party, and shall contain a waiver of subrogation against the County;

the Licensee shall provide proof of such insurance to the satisfaction of the County, upon demand.
17. The Licensee shall compensate the County for all damage to property of the County arising out of the activities of the Licensee on or adjacent to the License Area, whether or not such activities are in the pursuance of the rights herein granted to the Licensee.
19. All property on the Licensee which may hereafter be located on, under, over or adjacent to the License Area shall be at the sole risk of the Licensee and the County shall not be liable for any loss or damage thereto howsoever occurring and the licensee hereby releases the County from all action, claims, demands, suits or proceedings whatsoever in respect of any such loss or damage except and to the extent of which such loss or damage is caused by the negligence of the County its servants or agents.
20. During the term of this license, the Licensee shall at his own expense maintain and keep the License Area in good, safe and reasonable repair and condition.
21. Notwithstanding anything to the contrary contained herein, the County shall have the absolute right and privilege to terminate the license herein granted (together with all rights contained herein or ancillary thereto) upon the County providing to the Licensee thirty (30) days written notice of such termination.
22. If, in the opinion of the County, the Licensee undertakes or permits any activity whatsoever within the License Area which may be a nuisance or cause damage, or in the event that the County is of the opinion that the Licensee has undertaken or permitted any activity whatsoever which is inconsistent with the terms hereof, then the County, in its absolute discretion may:
 - (a) Give to the Licensee fourteen (14) days to rectify or remedy any such nuisance

or improper activity, and failing the Licensee remedying or rectifying such nuisance or improper activity, the license and the rights herein conferred upon the Licensee shall vacate the License Area;

or

- (b) Give the Licensee notice of immediate termination of the license and the rights herein conferred upon the Licensee and the Licensee shall forthwith vacate the License Area.

- 23. The Licensee shall have the right to terminate this license upon providing to the County thirty (30) days written notice of such termination.
- 24. Any notice to be given by one party hereto to the other shall be in writing and shall be delivered personally or mailed by prepaid registered mail to the other party at the address shown below. Notice given in any such manner shall be deemed to have been received by the party on the day of delivery or upon the seventh (7th) day after the day of mailing, providing that normal postal services are in existence at the time of mailing and for seven (7) days thereafter.

Notice shall be given:

To the County at: 5015 - 49 Avenue
St. Paul, AB T0A 3A4

To the Licensee at: Allan and Susan Cunningham
6571 Groveland Drive
Nanaimo, BC V9V 1P7

Any party to this Agreement may change its address for service from time to time upon notice to that effect. In the event of disruption of normal postal service, any party giving notice hereunder shall be required to have such notice personally delivered.

- 25. The total rights secured by the license are only such rights as are specified herein and the Licensee hereby acknowledges and agrees that the County has made no representations, warranties, promises or agreements, either express or implied, beyond those contained herein.
- 26. This license shall be binding upon the parties hereto, their executors, administrators and assigns.

IN WITNESS WHEREOF the parties hereto have executed this Agreement as of the day and year first above written.

SIGNED, SEALED AND DELIVERED

In the presence of:

Witness

)
)
)
)
)
)
)

COUNTY OF ST. PAUL NO. 19

Per: _____
Reeve

Per: _____
Chief Administrative Officer

AFFIDAVIT OF EXECUTION

CANADA)	I, _____
)	
PROVINCE OF ALBERTA)	OF THE _____ OF _____,
)	
TO WIT:)	IN THE PROVINCE OF ALBERTA,
)	
)	MAKE OATH AND SAY:

1. That I was personally present and did see _____ named in the annexed instrument who is/are personally known to me to be the person(s) named therein, duly sign and execute the same for the purpose named therein.
2. That the same was executed at the _____ of _____, in the Province of Alberta, and that I am the subscribing witness thereto.
3. That I know the said _____ and he/she/they is/are in my belief of the full age of 18 years.

SWORN BEFORE ME at the _____)	
)	
of _____, in the Province of)	
)	
Alberta, this ____ day of _____, 20____)	_____
)	
)	
)	
_____)	
A COMMISSIONER FOR OATHS IN AND)	
FOR THE PROVINCE OF ALBERTA)	



County of St Paul No 19
5015 - 49 Avenue, St. Paul, AB T0A 3A4
www.county.stpaul.ab.ca

Issue Summary Report

7.8. BYLAW NO. 2013-40 - RESCIND BYLAW NO. 2013-01

#20131003004

Meeting : October 8, 2013

Meeting Date : 2013/10/08 10:00

Background

In February, Bylaw No. 2013-01 was passed to rezone PSE 25-57-7-W4 (rectangular shape) from Agricultural to Industrial/Commercial. The applicant rezoned the property in order to build a shop; however it was not wide enough for a pump out. Therefore, the owner has now submitted another application to rezone a larger lot (square) at the same location as the original lot. In order to do this, we must first rescind Bylaw No. 2013-01 which will revert the zoning back to Agricultural. We can then proceed with a new bylaw.

Motion to give first reading to Bylaw No. 2013-40 to rescind Bylaw No. 2013-01.

Because the bylaw No. 2013-01 required a public hearing to rezone the property, the same process must be followed to rescind the bylaw. 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.

Recommendation

Motion to give first reading to Bylaw No. 2013-40, Bylaw to rescind Bylaw No. 2013-01.

Additional Information

Originated By : pcorbiere

COUNTY OF ST. PAUL NO. 19

BY-LAW NO. 2013-40

A By-law of the County of St. Paul No. 19 in the Province of Alberta to rescind Bylaw No. 2013-01.

WHEREAS, Bylaw No. 2013-01 is a Bylaw to rezone PSW 25-57-7-W4 from Agricultural to Industrial/Commercial pursuant the Land Use Bylaw of the County of St. Paul No. 19 as set out in the Municipal Government Act, SA 2000, Chapter M-26.1 with amendments thereto.

NOW THEREFORE, be it resolved that Bylaw No. 2013-01 be repealed.

Read a first time this 8th day of October, 2013.

Advertised the day of A.D., 2013 and the day of , A.D. 2013 in the Elk Point Review.

Read a second this day of , 2013.

Read a third time and finally passed this day of , 2013.

Reeve

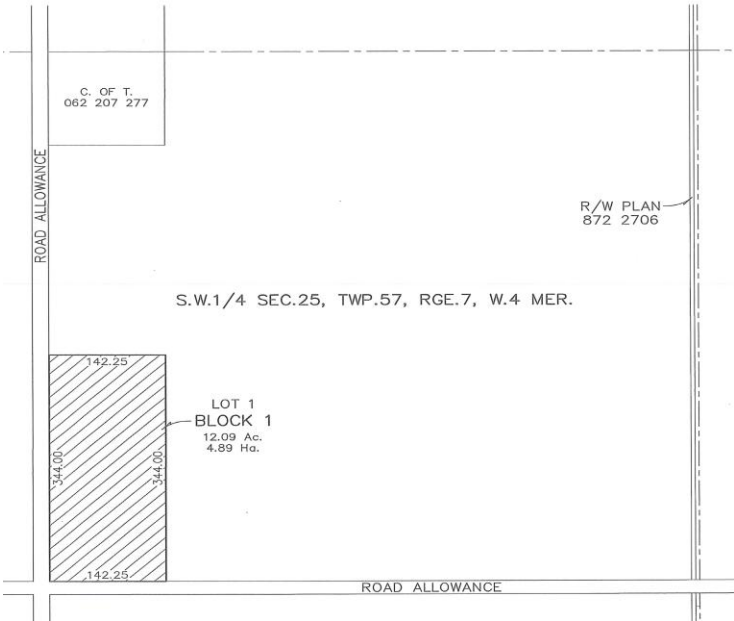
Chief Administrative Officer

A By-law of the County of St. Paul No. 19 in the Province of Alberta to amend Land Use Bylaw No. 1486.

WHEREAS, it is deemed expedient to amend the Land Use Bylaw of the County of St. Paul No. 19 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. 1468, Land Use District Map is hereby amended as follows:
- FROM: Agricultural to Industrial/Commercial
- FOR: PSW 25-57-7-W4



Read a first time in Council this 15th day of January, A.D. 2013.

Advertised the 29th day of January, A.D. 2013, and the 5th day of February, A.D. 2013 in the St. Paul Journal and Elk Point Review.

Read a second time in Council this 12th day of February, A.D. 2013.

Read a third time in Council and duly passed this 12th day of February, A.D. 2013.

(Original signed by Reeve S. Upham)

Reeve

(Original signed by CAO Sheila Kitz)

Chief Administrative Officer

TENTATIVE PLAN SHOWING
PROPOSED SUBDIVISION AND REZONING OF PART OF
S.W.1/4 SEC.25, TWP.57, RGE.7, W.4 MER.
COUNTY OF ST. PAUL NO. 19, ALBERTA

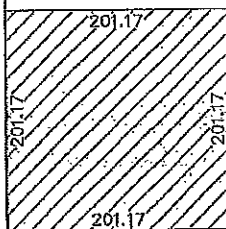


C. OF T.
062 207 277

ROAD ALLOWANCE

R/W PLAN
872 2706

S.W.1/4 SEC.25, TWP.57, RGE.7, W.4 MER.



LOT 1
BLOCK 1
10.00 Ac.
4.05 Ha.

ROAD ALLOWANCE

SCALE 1:5000

RACHYNSKI LAND SURVEYS(1998) LTD.
BOX 1987, ST. PAUL, AB.
780-645-3399
SP-08-13



County of St Paul No 19
5015 - 49 Avenue, St. Paul, AB T0A 3A4
www.county.stpaul.ab.ca

Issue Summary Report

7.9. SUBDIVISION - PAVEMENT OF INTERNAL ROADS

#20131003003

Meeting : October 8, 2013

Meeting Date : 2013/10/08 10:00

Background

At the September Public Works Meeting Council discussed paving of internal roads in all new subdivisions. Planning and Development is suggesting that the following wording be added to the Development Agreement to address paving in new subdivision for the interim until the Engineering standards are completed, "All multi-lot residential subdivision developments (as defined in the Municipal Development Plan Bylaw No 2013-10) that are serviced by an internal road will require pavement (hot mix)".

Recommendation

Motion to add the following wording to the Development Agreement to be used until the Engineering Standards are completed "All multi-lot residential subdivision developments (as defined in the Municipal Development Plan Bylaw No 2013-10) that are serviced by an internal road will require pavement (hot mix)".

Additional Information

Originated By : kfedoretz



County of St Paul No 19
5015 ~ 49 Avenue, St. Paul, AB T0A 3A4
www.county.stpaul.ab.ca

Issue Summary Report

7.10. GRAVEL FOR HAYING IN THE 30S

#20131002004

Meeting : October 8, 2013

Meeting Date : 2013/10/08 10:00

Background

At the Ag Service Board Meeting, Council was presented with a request from Haying in the 30s for 60 yards of gravel stockpiled to be used to set up a building that they are bringing in.

Recommendation

Motion to ratify the donation of 60 yards of gravel to be stockpiled at the Haying in the 30s site.

Additional Information

Originated By : pcorbiere



County of St Paul No 19
5015 ~ 49 Avenue, St. Paul, AB T0A 3A4
www.county.stpaul.ab.ca

Issue Summary Report

7.11. 6TH ANNUAL CLASSIC FARMER'S SPIEL

#20131003001

Meeting : October 8, 2013

Meeting Date : 2013/10/08 10:00

Background

The 6th Annual Fall Classic Farmer's Spiel will be held October 31, November 1 & 2. They are requesting cash to help cover expenses or items to be used as door prizes. Registration for the spiel was \$160.

Recommendation

Motion to sponsor one team for \$160 and provide a door prize for the Mallaig Farmer's Spiel.

Additional Information

Originated By : pcorbiere

Sept 29, 2013

Mallaig 6th Fall Classic Farmer's Spiel
Oct. 31, Nov.1 and 2, 2013

Dear Sir,

The Mallaig Curling Club would like to ask for your sponsorship at the 6th Annual Fall Classic Farmer's Spiel which will be held at the Mallaig Curling Rink on Oct. 31, Nov.1 and 2, 2013

We are asking for the support of businesses with cash or products that we can use as prizes or to cover expenses for entertainment or meals to make our spiel the best experience possible. We thank-you for your consideration.

For more information please call Henri Amyotte @ 635-3880 (day) or 635-3817 (evening).

Schedule: Thursday, Oct. 31 - 5:00 p.m. to 8:30 p.m. Supper will be sponsored.

Friday, Nov. 1- 2:00 p.m. to 5:00 p.m. Supper at 6:30 , followed by Bare'n Von Hair Musical Humor Duo and Matt Day.

Saturday, Nov. 2- 8:00 a.m. to 7:00 p.m. Lunch and supper will be sponsored.

Thank you. Come and join us for a fun filled spiel.

Yours truly,

Paullette Amyotte
780 635 3817



County of St Paul No 19
5015 - 49 Avenue, St. Paul, AB T0A 3A4
www.county.stpaul.ab.ca

Issue Summary Report

7.12. FERN CHAPEL - HISTORICAL DESIGNATION

#20131002009

Meeting : October 8, 2013

Meeting Date : 2013/10/08 10:00

Background

In 2013 the Ferguson Flats Association requested that the County of St. Paul designate Fern Chapel as a municipal historic site under the Municipal Heritage Partnership Program. Their membership is getting older and the group wants to know that the building will be protected for future generations.

We have been in contact with Michael Tommy with Municipal Heritage Services about the process to designate a site under the Municipal Heritage Partnership Program. The first step is to develop a Statement of Significance (sos) which explains what is being protected, why it is valued and it lists the physical, character defining elements that must be preserved for it to retain significance.

We have also contacted Melinda Conley with Community Design Strategies Inc. to prepare a Statement of Significance and she quoted \$2,230. The Ferguson Flats Association does not have enough money to pay for the SOS and are requesting that the County pay for it. When developing the SOS, Community Design Strategies Inc. will work with the members of the Ferguson Flats Association to collect their information.

Attached is a Memorandum of Agreement for Services with Community Design Strategies Inc. which outlines their work plan to develop the SOS.

Recommendation

Motion to approve the Memorandum of Agreement with Community Design Strategies Inc. to develop a Statement of Significance (SOS) for the Fern Chapel.

Additional Information

Originated By : pcorbiere



MEMORANDUM OF AGREEMENT FOR SERVICES

BETWEEN:

Community Design Strategies Inc. (CDS Inc.)

AND

County of St. Paul

(HEREINAFTER REFERRED TO AS THE 'CLIENT')

COMMUNITY DESIGN STRATEGIES INC. AND THE CLIENT AGREE AS FOLLOWS:

1. COMMUNITY DESIGN STRATEGIES INC. WILL UNDERTAKE TO PROVIDE A **DRAFT STATEMENT OF SIGNIFICANCE** FOR:

THE FERN CHAPEL

2. THE CLIENT SHALL PAY TO COMMUNITY DESIGN STRATEGIES INC. DURING THE TERM OF THIS AGREEMENT, FEES/CHARGES NOT TO EXCEED **\$2,230.00**, FOR SERVICES HEREIN, CALCULATED ON A **Fee for Services Basis** BASIS. .
3. THE CONTRACTOR WILL COMMENCE WORK ON **October 7, 2013**, AND WILL COMPLETE THE WORK BY **November 8, 2013**.
4. ALL NOTICES SHALL BE GIVEN IN WRITING TO THE CLIENT AT:

Phyllis Corbiere, Executive Assistant
County of St. Paul
5015 – 49 Avenue
St. Paul, Alberta T0A 3A4
Ph: 780-645-3301, ext. 203
Email: pcorbiere@county.stpaul.ab.ca

AND COMMUNITY DESIGN STRATEGIES INC. AT:
Merinda J. Conley
Community Design Strategies Inc.
Suite 371, 160 Quarry Park Boulevard N.E.
Calgary, Alberta T2C 3G3
Ph: 403-277-1117
Toll-free: 877-277-5117
Email: cds.inc@telus.net

5. THE REPRESENTATIVE OF COMMUNITY DESIGN STRATEGIES INC. FOR THE PURPOSES OF THIS AGREEMENT IS **Merinda Conley**.
6. THIS AGREEMENT SHALL INCORPORATE THE TERMS AND CONDITIONS ATTACHED TO THIS AGREEMENT.

IN WITNESS WHEREOF the parties hereto have executed this agreement on this day of **October, 2013**.

CLIENT OR AUTHORIZED REPRESENTATIVE

COMMUNITY DESIGN STRATEGIES INC. OR AUTHORIZED REPRESENTATIVE

Signature (Initial next copy)

PER: _____
Signature (Initial next copy)

Phyllis Corbiere

Please print name

Merinda Conley

Please print name

Appendix 1 for 7.12.: Memorandum of Agreement for Services

TERMS AND CONDITIONS OF AGREEMENT

1. QUALITY WORK – CDS INC. will carry out and complete all its work to the specifications and satisfaction of the CLIENT, and according to generally accepted high standards of competency in the field of endeavor carried on by it or others who provide equivalent services.

2. INDEPENDENT CONTRACTOR – CDS INC. is an independent contractor and is not a servant, employee or agent of the COUNTY OF ST. PAUL; is not entitled to any COUNTY OF ST. PAUL employee benefits; and is not entitled to any benefits whatsoever other than to the express payments set out in this Agreement.

3. DELEGATION – CDS INC. may in its sole discretion delegate any duties, powers and functions relating to this Agreement to any one or more associates of CDS INC.

4. NO ASSIGNMENT OR SUBCONTRACTING – CDS INC. shall not assign or subcontract any part of this Agreement or the work to be performed under it without the prior written consent of the CLIENT or the CLIENT's designated representative, and in such case, these Terms and Conditions are to apply to the assignee or subcontractor, with all modifications necessary to fit the circumstances.

5. OWNERSHIP OF WORK – Ownership of any work, information or material (the "Materials") acquired or produced under or relating to this Agreement by CDS INC. shall vest with the CLIENT, and CDS INC. shall retain no right, title, or interest therein. These Materials shall be delivered to the CLIENT upon completion or termination of this Agreement. CDS INC. warrants that it is the sole creator of the Materials and that the Materials are original. CDS INC. irrevocably and unconditionally waives in whole all moral rights in respect of the Materials and declares that this waiver shall operate in favor of the CLIENT, the CLIENT's successors, assignees, and licensees.

6. HOLD HARMLESS – CDS INC. agrees to indemnify and hold harmless the CLIENT from any and all third party claims, demands, actions or costs (including legal costs on a solicitor client basis) for which CDS INC. is legally responsible, including those arising out of negligence or willful acts by CDS INC. or its associates. This hold harmless provision shall survive this agreement.

7. INSURANCE – CDS INC. shall, at its own expense and without limiting its liabilities herein, insure its operations under a contract of General Liability Insurance, in accordance with the Alberta Insurance Act, in an amount not less than \$2,000,000 inclusive per occurrence, insuring against bodily injury, personal injury, and property damage, including loss of use thereof. Such insurance shall include blanket contractual liability.

8. INSPECT BOOKS – The CLIENT may, upon giving CDS INC. written notice, receive permission to access files, data, correspondence, books and other accounting records for the purpose of conducting an audit of the work performed under this Agreement.

9. GST AND HST – All materials and services supplied by the CDS INC. to the CLIENT shall not be exempt from any federal Goods and Services Tax (GST) and the Harmonized Sales Tax (HST).

10. WORKERS' COMPENSATION – CDS Inc. shall pay all fees required by and otherwise comply with all requirements of the Alberta *Workers' Compensation Act*.

11. TERMINATION – This Agreement may be terminated by mutual agreement, or by the CLIENT, in the CLIENT's sole discretion, by giving 14 days written notice to CDS INC. If the Agreement is terminated, the CLIENT shall only be liable for approved services performed up to and including the termination date.

12. TIME OF ESSENCE – In this Agreement, time is of the essence.

13. AMENDMENT – Upon mutual written agreement, the parties may amend the terms of this Agreement.

14. WHOLE AGREEMENT – This Agreement constitutes the entire and exclusive agreement between the CLIENT and CDS INC.

15. WORK PLAN – A tentative work plan is as set forth in this agreement, and is subject to change based on availability community contacts, weather, and access to site.

a. First visit and local research

- Meet with appropriate county officials
- Tour Fern Chapel
- Record character-defining elements
- Acquire local history book with information about development of local religious and educational systems
- Meet with individuals who may have information about the history of Fern Chapel

b. Initial Draft Statement of Significance

- Develop initial draft of SoS

c. SoS Review

- Review of initial draft by Merinda Conley
- Review by relevant board/committee/county administration members

d. Final Draft Statement of Significance

- Prepare final Draft SoS

e. Final Review

- Review of final draft by Merinda Conley
- Final review by relevant board/committee/county administration members
- Prepare brief report to accompany Draft SoS

f. Presentation

- Present final Draft SoS to relevant board/committee/county administration members
- Return any documents, photos and history books acquired

16. FEE SCHEDULE – The fee schedule is as follows:

Upon Signing of Agreement – 25% of Contract value = \$557.50 plus GST

Completion of Initial Draft SOS – 50% of Contract value = \$1,115.00 plus GST

Completion of Final Draft SOS/Presentation – 25% of Contract value = \$557.50 plus GST

FEE:	\$2,230.00
Plus GST	\$111.50

TOTAL FEE:	\$2,341.50
-------------------	-------------------

Payment of fees is due upon receipt of invoice(s).

Appendix 2 for 7.12.: Letter from Ferguson Flats Assn.

Box 1155
Elk Point AB
T0A 1A0

March 9, 2012

County of St. Paul
5015 49 Ave
St. Paul AB
T0A 3A4

Dear County Councillors:

The Ferguson Flats Association requests that the County of St. Paul designate Fern Chapel as a municipal historic site under the Municipal Heritage Partnership Program.

Fern Chapel is one of Alberta's few remaining first generation schoolhouses. It was in use as a school from 1914 to 1949. In addition to being a school, it was also used as a community centre. The Ferguson Flats Association eventually purchased the land and building to preserve it for our community. In fact, that purchase is the reason our association was formed. In 2001, an extensive restoration project was initiated to return Fern Chapel to its original condition. Work was completed in 2003. The building is fully furnished with antiques and rich in local history. The public is welcome to view the building by appointment. We are asking for municipal historical designation to ensure that this treasure is preserved for future generations.

At this point in time, all restoration work is complete. Care and maintenance of the building and grounds is performed by dedicated community volunteers. No financial commitment is needed for this site. Should funding be required in the future, designation under this program would allow us to access provincial funding for restoration and preservation of the site.

For more information about Fern Chapel and for assistance in completing the documentation required for designation under the Municipal Heritage Partnership Program, please contact our association president, Bruno Kummetz (780-724-2024) or our association historian, Sandra Ockerman (780-724-2353, sockerman@mcsnet.ca).

For more information about the Municipal Heritage Partnership Program, please see the website www.mhpp.ab.ca. Questions about the designation program may be directed to Matthew Francis, manager of Municipal Heritage Services (780-438-8502).

Appendix 2 for 7.12.: Letter from Ferguson Flats Assn.

Attached find a report submitted to our association by one of our members after a visit from Gary Chen, Heritage Historic Adviser; an excerpt from our minutes authorizing this request; and photos of Fern Chapel.

We look forward to working with the County to achieve historic designation for this site.

Sincerely yours,

Margaret Bayduza
Secretary/Treasurer
Ferguson Flats Association

Cc Bruno Kummetz, Ferguson Flats Association President
 Sandra Ockerman, Ferguson Flats Association Historian
 Gary Chen, Heritage Conservation Adviser





Appendix 3 for 7.12.: Fern Chapel Photos





Re: Fern Chapel School. (Historic Site)

On Sept 28 2009 - Gary Chen - Heritage Historic Adviser from the Historic Resources Mgmt. Edmonton visited the Fern Chapel School where he met with Olga & Bruno. He was impressed with the site and all the historic artifacts within the building. He stressed the importance of preserving and protecting these. It may eventually meet the criteria to be designated as a Provincial Historic site but in the meantime he advised us to contact the County and ask them to protect it under the Municipal Designation Program. If the County is not familiar with this program, ask them to contact Matthew Francis at 780-431-2300 for more information.

Gary Chen took many pictures of items etc. inside the school. To add to their file of this site started in 2001 when we first began the restoration project.



Gary Chen

Heritage Conservation Adviser
Historic Places Stewardship

Culture and Community Spirit
Historic Resources Management

Old St. Stephen's College
8820 - 112 Street
Edmonton, Alberta, Canada T6G 2P8
Tel 780-431-2325 Fax 780-427-5598
Cell 780-893-2325
gary.chen@gov.ab.ca
www.culture.gov.ab.ca/hrm

Excerpt from the minutes of:

Ferguson Flats Association

Minutes of the meeting of November 16, 2009 (Ferguson Flats Hall)

In Attendance

Bruno Kummetz, Ellen Seward, Judy Ockerman, Val Gibson, Bill Zapesocki, Ed Hillebrand, Ella Hillebrand, Olga Ockerman, Fred Zapesocki, Margaret Bayduza

. . .

Fern Chapel

. . .

Motion that the secretary write a letter to the country on behalf of the Ferguson Flats Association to designate Fern Chapel under the Municipal Designation Program.

Moved: Olga

Seconded: Fred

Carried.

. . .

Prepared by Margaret Bayduza, Secretary/Treasurer

Re: Fern Chapel School (Historic Site)

On Sept. 28, 2009, Gary Chen, Heritage Historic Adviser from the Heritage Resources Mgmt. Edmonton visited the Fern Chapel School where he met with Olga & Bruno. He was impressed with the site and all the historic artifacts within the building. He stressed the importance of preserving and protecting these. It may eventually meet the criteria to be designated as a Provincial Historic site, but in the meantime, he advised us to contact the County and ask them to protect it under the Municipal Designation Program. If the County is not familiar with this program, ask them to contact Matthew Francis at 780-431-2300 for more information.

Gary Chen took many pictures of items etc. inside the school to add to their file of this site started in 2001 when we first began the restoration project.

(copy of handwritten report submitted to Nov 16, 2009 meeting by Olga Ockerman)



County of St Paul No 19
5015 ~ 49 Avenue, St. Paul, AB T0A 3A4
www.county.stpaul.ab.ca

Issue Summary Report

7.13. EXTEND MUNICIPAL INTERN POSITION FOR ONE YEAR

#20131002002

Meeting : October 8, 2013

Meeting Date : 2013/10/08 10:00

Background

Kyle Attanasio has been employed with the County as our Municipal Intern for the period of May 2013 to April 2014. Municipal Affairs has provided funding for this position of \$43,000 for the first year of this internship. The County's contribution for the position in the first year is \$37,200. Under this program, Municipal Affairs will fund a second year for the intern at a reduced rate of \$19,000. Therefore the County will have a larger contribution in order to keep the position for an additional year, however the main advantage is that he has been with the organization for one year and this will be a great asset as we move into the second year of the internship. Additional municipal costs for the position into the second year are estimated at approximately \$20,000. There is no competition for the \$19,000, we simply forward a letter requesting the funding. Also, in the second year, there are no workshops for interns or supervisors. It will end with the wrap up sessions in March for the interns and wrap up for supervisors in April.

Kyle has expressed interest to the CAO that he is interested in extending the internship for an additional year.

Recommendation

That the County submit a letter to Municipal Affairs indicating that the County wishes to continue with the Municipal Internship Program for Kyle Attanasio and requesting the \$19,000 grant.

Additional Information

Originated By : skitz



County of St Paul No 19
5015 - 49 Avenue, St. Paul, AB T0A 3A4
www.county.stpaul.ab.ca

Issue Summary Report

7.14. WATER FOR ASHMONT /LOTTIE LAKE

#20131002006

Meeting : October 8, 2013

Meeting Date : 2013/10/08 10:00

Background

Council met for a Workshop on October 4, 2013 with Urban System to review their analysis of water servicing options for Ashmont/Lottie Lake. This analysis looked at three different options for water supply to Ashmont and Lottie Lake.

Historically the project started with the Water Study that was completed in 2009 by Associated Engineering. Based on the information in that Study a Water For Life Grant Application was submitted to Alberta Transportation to take the approval for the Lottie Lake WTP Upgrade (under the Water/Wastewater Program) and roll it into an upgraded Ashmont Water Treatment Plant and Water Transmission Line to Lottie Lake. This Water For Life Grant was approved in 2010 and the Transmission line was constructed in 2012 followed by the detailed design and tendering of the Ashmont Water Treatment Plant.

When the Province announced in their 2013/14 Budget that there was a reduction to the Water For Life Funding, the approved project was put in jeopardy. It was then realized that the original grant application sent in by the Consultants was for a stand alone plant rather than a Regional Water Treatment Plant that would service other communities. The County was told that in order to complete the project that was approved, they would have to borrow funds that may be covered by the Province at a later unconfirmed date. In addition the tender came in higher than expected leaving the County with a shortfall of funding in excess of \$2 Million.

Council felt at this point, that there were several other projects in the area that were not expected to proceed as quickly as they had, so this would be a good time to step back and review options for water supply to Ashmont. This review was supported by Alberta Transportation's Water for Life Specialist Mike Yakemchuk. As a result, Urban Systems provided a multiple account evaluation of three different options that looked at Capital Costs and Financial Considerations, Environmental Considerations, Governance, Grant Availability, Risk Considerations, Contractibility, and Future Expansions. The options examined included a connection to the water line at Spedden - which is from the Hwy 28/63 Water Commission; connection to the potable water network at the Town of St. Paul (provided that they are approved for an upgrade to their Water Treatment Plant); or the building of the Regional Water Treatment Plant in Ashmont.

Council's main priority was to choose the option that would provide the lowest costs of water to the residents of Ashmont and Lottie Lake. Based on the analysis provided, Council determined that the option to pursue a connect from the Town of St. Paul's potable water network to Ashmont was in the best interest of the County.

Recommendation

That the County submit a scope change application to Alberta Transportation for the Ashmont/Lottie Lake Water For Life Project from the current scope, with the water source being an upgraded Water Treatment Plant in Ashmont, to a Regional Water Transmission Line/system from the Town of St. Paul to Ashmont.

Additional Information

Originated By : skitz



County of St Paul No 19
5015 - 49 Avenue, St. Paul, AB T0A 3A4
www.county.stpaul.ab.ca

Issue Summary Report

7.15. SEWER BACK UP IN MALLAIG

#20131002007

Meeting : October 8, 2013

Meeting Date : 2013/10/08 10:00

Background

In the Hamlet of Mallaig we have a waste water lift station adjacent to the Mallaig School yard. This lift station currently is equipped with a flashing light should it malfunction or go down. On July 27, the lift station went down due to a power interruption. Although the flashing light was working, Utility staff were not made aware that the lift station was not working. As a result, a waste water backup occurred for residents of 3713 Railway Avenue. According to these residents they have had waste water back up into their home on at least 4 occasions in the last 8 years. As such, they are requesting that the County consider reimbursing them for the cost of their insurance deductible - in the amount of \$1,000.

In order to reduce the likelihood of this type of situation occurring in the future, a new alarm system has been ordered for the lift station that would involve a call out to utility operators cell phones if the lift station malfunctions. This system will be installed prior to the end of the year. Additionally, utility staff have indicated that it would be prudent to have a back flow preventing valve installed at the resident's home protecting them from this type of occurrence again. We have received a quote for the installation of this type of valve to be put into the home - the estimate is approximately \$700. Utility staff have indicated that the County has previously assisted a resident with the installation this type of valve in order to prevent this type of incident.

Recommendation

Motion to refer the request for compensation to the County's insurance company and install a back flow preventing valve in the residence at 3713 Railway Avenue.

Additional Information

Originated By : pcorbiere

Mallaig, Alta.
Oct 2 - 2013

County of St. Paul -

I have contacted the County in
regards to our sewer back up on
July 27.

This has happened at least 4
times in the last 8 years.
Each time we had to put new
carpet at a cost of \$300.00 each time.
This time we had to replace
all carpets downstairs because
of contamination.

We have been very patient and
never asked anything to the County.
At this time we think it would
be fair for the County to pay
our deductible of \$1000.00.

Hoping that you will look into
putting a backup valve to
prevent this.

P.S. - It always seem to happen on weekend.

Yours Truly
Therese & Adelard Amyotte



County of St Paul No 19
5015 ~ 49 Avenue, St. Paul, AB T0A 3A4
www.county.stpaul.ab.ca

Issue Summary Report

7.16. IN CAMERA ITEM

#20131002008

Meeting : October 8, 2013

Meeting Date : 2013/10/08 10:00

Additional Information

Originated By : pcorbiere



County of St Paul No 19
5015 ~ 49 Avenue, St. Paul, AB T0A 3A4
www.county.stpaul.ab.ca

Issue Summary Report

8.1. THANK YOU LETTERS

#20131001002

Meeting : October 8, 2013

Meeting Date : 2013/10/08 10:00

Background

Thank you letters from - Ashmont Ag Society, - Girl Guides, - MD of Bonnyville,

Additional Information

Originated By : pcorbiere

Ashmont and District Agricultural Society
Box 23, Ashmont, Alberta
T0A 0C0

September 30, 2013

Mr. Tim Mahdiak
County of St. Paul
5015- 49 Avenue
T0A 3A4

Dear Tim;

The Ashmont and District Agricultural Society and Ashmont Legion Branch #68 is hosting a community raffle to fund raise for our centers.

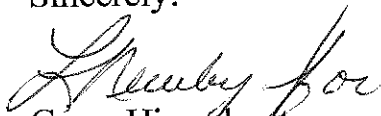
The raffle is to be part of the Annual Buck of the Season fund raiser to be held December 7, 2013.

We have received excellent business and volunteer support for a 3 prize raffle.

We appreciate the support of photo-coping to make the printing of tickets, as we will supply our own volunteers and paper, using the County copier will definitely make this task very much easier to complete.

Thank you to the County of St. Paul for your community support.

Sincerely:

A handwritten signature in cursive script, appearing to read "Garry Himschoot".

Garry Himschoot
President
Ashmont Agricultural Society

GH/ln

Appendix 2 for 8.1.: Girl Guides Pathfinders

1st St. Paul Pathfinder Unit
Girl Guides of Canada
5201 – 49 Avenue
St. Paul, Alberta T0A 3A4

September 6, 2013

County Council
County of St. Paul No. 19
5015 – 49 Avenue
St. Paul, Alberta T0A 3A4

Dear County Council:

Subject: County of St. Paul Rodeo Supper 2013

We would like to thank County Council for selecting the 1st St. Paul Pathfinders to be one of the community organizations sharing in the profits of the 2013 County of St. Paul Rodeo Supper on Friday, August 30. All of us enjoyed working at the event, and we are very pleased to report that our share of the profits totalled \$1031.50!

We will be using the funds raised to help pay for our trip to England and Switzerland planned for July 18 - August 3, 2014. We will visit two of the four World Centres of the World Association of Girl Guides and Girl Scouts and take part in activities such as rock climbing, zip lining, white water rafting, woodcarving, and international nights with Guides and Scouts from around the world.

Thank you once again for the opportunity to volunteer at the 2013 County of St. Paul Rodeo Supper. If you are in need of volunteers for other events, please contact us.

Yours sincerely,

1st St. Paul Pathfinders
Girl Guides of Canada

Deanna Michael
Jarime Steinberg
Alishia Lirarch

Kelsey Kuvok
Gemma Page
Leah Page

Appendix 2 for 8.1.: Girl Guides Pathfinders

1st St. Paul Pathfinder and Ranger Units
Girl Guides of Canada
5201 – 49 Avenue
St. Paul, Alberta T0A 3A4

September 9, 2013

County Council
County of St. Paul No. 19
5015 – 49 Avenue
St. Paul, Alberta T0A 3A4

Dear County Council:

Subject: Use of Westcove Campground—September 6-8, 2013

We would like to sincerely thank County Council for allowing the 1st St. Paul Pathfinders and Rangers the use of Westcove Campground on September 6-8, 2013. We were thrilled to be able to start off our Guiding year camping at such a beautiful facility. All of us enjoyed using the Group Site, and we particularly appreciated the wood that was left for us to burn.

Thank you again.

Yours in Guiding,

1st St. Paul Pathfinders and Rangers
Girl Guides of Canada

Leanna Michael
Jody Zieverink
Abigail Zieverink
Alishia Girard
Kelsey Kwak

Gemma Page
Leah Page
Janine Steinberg
Kate Blaine



On behalf of the Municipal District of Bonnyville, we would like to thank you for participating in the 2013 ASB Tour. We hope you enjoyed our tour, and that it was as memorable for you as it was for us! To keep the memories alive, we have prepared a slideshow for your enjoyment!

Thank You!



MATT JANZ
Director of Agricultural & Waste Services



RACHELLE RUPP
ASB Tour Coordinator

www.md.bonnyville.ab.ca



County of St Paul No 19
5015 - 49 Avenue, St. Paul, AB T0A 3A4
www.county.stpaul.ab.ca

Issue Summary Report

9.1. CAO REPORT

#20130926001

Meeting : October 8, 2013

Meeting Date : 2013/10/08 10:00

Additional Information

Originated By : skitz



County of St Paul No 19
5015 ~ 49 Avenue, St. Paul, AB T0A 3A4
www.county.stpaul.ab.ca

Issue Summary Report

9.2. REPORTS

#20130926002

Meeting : October 8, 2013

Meeting Date : 2013/10/08 10:00

Additional Information

Originated By : pcorbiere



County of St Paul No 19
5015 ~ 49 Avenue, St. Paul, AB T0A 3A4
www.county.stpaul.ab.ca

Issue Summary Report

9.3. PUBLIC WORKS REPORT

#20131004002

Meeting : October 8, 2013

Meeting Date : 2013/10/08 10:00

Additional Information

Originated By : pcorbiere



County of St Paul No 19
5015 - 49 Avenue, St. Paul, AB T0A 3A4
www.county.stpaul.ab.ca

Issue Summary Report

**10.1. OCTOBER 29 @ 9:00 A.M. - ORGANIZATIONAL MEETING/INTRO
OF MANAGEMENT TEAM/PUBLIC WORKS** #20131001004

Meeting : October 8, 2013

Meeting Date : 2013/10/08 10:00

Additional Information

Originated By : pcorbiere



County of St Paul No 19
5015 - 49 Avenue, St. Paul, AB T0A 3A4
www.county.stpaul.ab.ca

Issue Summary Report

10.2. NOVEMBER 1 - ASB REGIONAL MEETING - CZAR

#20131001006

Meeting : October 8, 2013

Meeting Date : 2013/10/08 10:00

Additional Information

Originated By : pcorbiere



County of St Paul No 19
5015 ~ 49 Avenue, St. Paul, AB T0A 3A4
www.county.stpaul.ab.ca

Issue Summary Report

10.3. NOVEMBER 12-15 - AAMD&C FALL CONVENTION

#20131001007

Meeting : October 8, 2013

Meeting Date : 2013/10/08 10:00

Additional Information

Originated By : pcorbiere



County of St Paul No 19
5015 ~ 49 Avenue, St. Paul, AB T0A 3A4
www.county.stpaul.ab.ca

Issue Summary Report

10.4. NOVEMBER 19 @ 10:00 A.M. - COUNCIL MEETING

#20131001008

Meeting : October 8, 2013

Meeting Date : 2013/10/08 10:00

Additional Information

Originated By : pcorbiere



County of St Paul No 19
5015 ~ 49 Avenue, St. Paul, AB T0A 3A4
www.county.stpaul.ab.ca

Issue Summary Report

11.1. COUNCIL FEES

#20130926005

Meeting : October 8, 2013

Meeting Date : 2013/10/08 10:00

Recommendation

Motion to approve the Council Fees for the Month of , 2012 as circulated.

Additional Information

Originated By : tmahdiuk



County of St Paul No 19
5015 ~ 49 Avenue, St. Paul, AB T0A 3A4
www.county.stpaul.ab.ca

Issue Summary Report

11.2. BUDGET TO ACTUAL

#20130926003

Meeting : October 8, 2013

Meeting Date : 2013/10/08 10:00

Executive Summary

Recommendation

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

Additional Information

Originated By : skitz



County of St Paul No 19
5015 ~ 49 Avenue, St. Paul, AB T0A 3A4
www.county.stpaul.ab.ca

Issue Summary Report

11.3. LISTING OF ACCOUNTS PAYABLE

#20130926004

Meeting : October 8, 2013

Meeting Date : 2013/10/08 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>

Additional Information

Originated By : pcorbiere