



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

December 10, 2013

Tuesday, December 10, 2013

Start time 10:00 AM

AGENDA

1. **CALL TO ORDER**
2. **MINUTES**
 - 2.1 **NOVEMBER 19, 2013 (2013/11/19)**
3. **BANK RECONCILIATION**
4. **ADDITIONS TO AGENDA AND ACCEPTANCE OF AGENDA**
5. **BUSINESS ARISING FROM MINUTES**
 - 5.1. **APPOINTMENT SUBDIVISION AND DEVELOPMENT APPEAL BOARD MEMBERS AT LARGE**
 - 5.2. **ELK POINT RECREATION GRANTS**
 - 5.3. **ELK POINT HERITAGE LODGE AUXILIARY**
6. **DELEGATION**
 - 6.1. **10:30 A.M. - MARVIN BJORNSTAD**
7. **NEW BUSINESS**
 - 7.1. **REQUEST FOR FUNDING FOR MS WALK**
 - 7.2. **REQUEST FOR FUNDING FOR PROVINCIAL CHAMPIONSHIP**
 - 7.3. **REQUEST FOR FUNDING FOR CAREER QUEST - PORTAGE COLLEGE**
 - 7.4. **MGA CONSULTATION WORKSHOPS**
 - 7.5. **EMERGING TRENDS MUNICIPAL LAW SEMINAR - FEBRUARY 20**
 - 7.6. **2014 CONSTRUCTION EXPO CONFERENCE - MARCH 4-8**
 - 7.7. **2014 INTERIM MUNICIPAL BUDGET**
 - 7.8. **COUNTY LIBRARY BOARD BUDGET**
 - 7.9. **AMENDMENTS TO LAND USE BYLAW AND MUNICIPAL DEVELOPMENT PLAN**
 - 7.10. **BYLAW NO. 2013-46 - FCSS BYLAW**
 - 7.11. **BYLAW NO. 2013-47 - BORROWING BYLAW - MASTER CARD ACCOUNT**
 - 7.12. **COUNTY CREDIT CARDS**
 - 7.13. **BYLAW NO. 2013-48 - BORROWING BYLAW - CURRENT EXPENDITURES**

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7.14. **BYLAW NO. 2014-01 - FEE SCHEDULE BYLAW**

7.15. **AMENDMENT TO ROAD PROTECTION/MAINTENANCE AGREEMENT**

7.16. **NEW EQUIPMENT AND CAPITAL ASSETS FOR 2014**

7.17. **815 PACKER**

AT 10:00

7.18. **OVERLAY FOR MURPHY ROAD**

7.19. **BYLAW NO. 2013-49 SHORT TERM BORROWING BYLAW**

7.20. **PROPOSED CHANGES TO LOCAL AUTHORITIES PENSION PLAN**

7.21. **REQUEST TO WAIVE PENALTIES**

7.22. **AFCA FIRE CHIEF'S MEMBERSHIP**

7.23. **WASTE - AB ENVIRONMENT & SUSTAINABLE RESOURCE DEVELOPMENT**

7.24. **IN CAMERA**

8. **CORRESPONDENCE**

9. **REPORTS**

9.1. **REPORTS**

10. **UPCOMING MEETINGS**

10.1. **JANUARY 8 @ 11:00 A.M. - ZONE MEETING IN TWO HILLS**

10.2. **JANUARY 23 - OWLSEYE ROAD APPEAL HEARING**

10.3. **JANUARY 28-31 - ASB PROVINCIAL CONFERENCE - MEDICINE HAT**

11. **FINANCIAL**

11.1. **LISTING OF ACCOUNTS PAYABLE**

11.2. **BUDGET TO ACTUAL**

11.3. **COUNCIL FEES**

12. **ADJOURNMENT**



November 19, 2013

Start time : 10:00 AM

MINUTES

CALL TO ORDER

The 623rd meeting of the Council of the County of St. Paul No. 19 was called to order by Reeve Steve Upham at 10:05 a.m., Tuesday, November 19, 2013 at the County Office in St. Paul, there being present the following:

Reeve Steve Upham

Councillor Glen Ockerman Division 1

Councillor Dwight Dach Division 2

Councillor Cliff Martin Division 3

Councillor Maxine Fodness Division 4

Councillor Frank Sloan Division 5

Councillor Laurent Amyotte Division 6

Sheila Kitiz CAO

Tim Mahdiuk Assistant CAO

Phyllis Corbiere Executive Assistant

Leo deMoissac Public Works Superintendent

Kyle Attanasio Municipal Intern

Janice Huser St. Paul Journal

MINUTES

Resolution #CM20131119.1001

Moved By: Councillor Maxine Fodness

Motion to approve minutes of the October 8, 2013 Council Meeting with the following corrections:

- Resolution #CM20131008.1033 - Councillor Ockerman left the Council Room at 12:14 p.m. - not a.m.

- Resolution #CM20131008.1034 - Councillor Ockerman entered the meeting at 12:15 p.m. - not a.m.

- Resolution #CM20131008.1037 - Councillor Ockerman entered the Council Room at 12:30 p.m. - not a.m.

- Resolution #CM20131008.1040 - Councillor Ockerman left the meeting at 12:38 p.m. - not a.m.

CARRIED

Resolution #CM20131119.1002

Moved By: Councillor Cliff Martin

Motion to approve minutes of the October 31, 2013 Organizational Meeting with the following amendments:

Page 3 - St. Paul Inter Municipal Development Plan - Add Councillor C. Martin

Page 4 - FCSS Board - add for a four year term.

Page 5 - County Library Board - add for a four year term.

CARRIED

BANK RECONCILIATION

Resolution #CM20131119.1003

Moved By: Councillor Dwight Dach

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

CARRIED

**ADDITIONS TO
AGENDA AND
ACCEPTANCE OF
AGENDA**

The following additions were made to the agenda:
7.25 Northern Lights Library System - Levy Increase
7.26 Appoint Member for St. Paul Library Board
7.27 FCM - Sustainable Communities Conference and trade Show
7.28 Request to Name Stark Road
7.29 Funding Request - St. Paul Curling Club
7.30 Funding Request for Elk Point Sr. Handi Bus
7.31 Elk Point Recreation Grants
7.32 2017 Municipal Election

Reports
North Saskatchewan Watershed
ASB Regional Meeting
ARPA

Resolution #CM20131119.1004

Moved By: Councillor Frank Sloan

Motion to adopt the agenda for the Regular Meeting of Council for November 19, 2013 with the above noted additions.

CARRIED

**BYLAW NO.
2013-38 LICENCE
ROAD
ALLOWANCE**

Resolution #CM20131119.1005

Moved By: Councillor Maxine Fodness

Motion to give second reading to Bylaw No. 2013-38, Licence Agreement for road allowance located between SE 28-57-6-W4 and NE 21-57-6-W4 (Twp Rd 574).

CARRIED

Resolution #CM20131119.1006

Moved By: Councillor Dwight Dach

Motion to give third and final reading to Bylaw No. 2013-38.

CARRIED

**ALBERTA SAND
& GRAVEL
ASSOCIATION
AGM - JAN. 15 &
16, 2014**

Resolution #CM20131119.1007

Moved By: Councillor Frank Sloan

Motion to approve two (2) Public Works employees to attend the Alberta Sand and Gravel Association AGM on January 15 & 16, 2014 in Edmonton.

CARRIED

**ROADATA
SERVICES LTD.
CONFERENCE -
JAN. 23, 2014**

Resolution #CM20131119.1008

Moved By: Councillor Dwight Dach

Motion to approve up to two (2) Public Works employees to attend the 6th Annual Roadata Services Ltd. Conference on January 23, 2014 in Red Deer.

CARRIED

**TOWN &
COUNTRY
LADIES
FUNSPIEL**

Resolution #CM20131119.1009

Moved By: Councillor Glen Ockerman

Motion to donate \$100 to the Town and Country Ladies Funspiel which was held November 16, 2013 in St. Paul.

CARRIED

**ST. PAUL &
COMMUNITY
FAMILY BENEFIT**

Resolution #CM20131119.1010

Moved By: Councillor Cliff Martin

Motion to approve the donation of a silent auction item for the sixth annual New Year's Eve St. Paul & Community Family Benefit Dance.

CARRIED

**REQUEST FOR
SPONSORSHIP
FOR PROVINCIAL
CHAMPIONSHIP**

Resolution #CM20131119.1011

Moved By: Councillor Frank Sloan

Motion to approve a \$500 grant for Mallaig School and for St. Paul Regional High School to help offset the costs of attending the Provincial Cross Country Championship on October 19, 2013 in Drayton Valley, as

per policy.

CARRIED

**ST. PAUL &
DISTRICT
CHAMBER OF
COMMERCE -
REQUEST FOR
FUNDING**

Resolution #CM20131119.1012

Moved By: Councillor Maxine Fodness

Motion to approve a \$5000 grant for the St. Paul Chamber of Commerce, a \$5,000 grant for Elk Point Chamber of Commerce, and \$1,500 grant for the Mallaig Chamber of Commerce.

CARRIED

**ALLOCATION OF
RECREATIONAL
FACILITIES
GRANTS FOR
COMMUNITY
HALLS**

Resolution #CM20131119.1013

Moved By: Councillor Dwight Dach

Motion to approve the 2013 Recreational Facilities Grant Allocations as follows:

\$2,400 - Ashmont Legion
\$2,400 - Ashmont Seniors Club
\$4,600 - Boscombe Community Hall
\$2,400 - Cork Hall Association
\$2,400 - Ferguson Flats Association
\$2,400 - Frog Lake Community Club
\$2,400 - Haying in the 30's
\$4,600 - Heinsburg Community Club
\$1,500 - Lac Sante Family Recreation Society
\$2,400 - Mallaig & District Museum
\$4,600 - Mallaig & District Seniors
\$2,400 - Mallaig Chamber of Commerce
\$4,600 - Mallaig Legion
\$2,400 - McRae Recreation Centre
\$2,400 - St. Lina Dew Drop Inn Club
\$2,400 - St. Vincent Recreation Centre
\$2,400 - Sugden Community Centre
\$2,400 - Camp Whitney Society
\$4,000 - Ashmont Ag Society
\$12,500 - Elk Point Ag Society - AG Ross Arena
\$3,000 - Elk Point Ag Society - Riding Arena
\$4,500 - Lac Bellevue Rec. & Ag. Society
\$14,500 - Mallaig & District Ag Society
\$3,000 - St. Lina Ag Society
\$10,000 - St. Paul & District Ag. Society
\$7,300 - Stoney Lake Community Association

CARRIED

**SALE OF
LAPTOPS**

Resolution #CM20131119.1014

Moved By: Councillor Dwight Dach

Motion to sell former Councillor Alphonse Corbiere his old laptop for \$200, which is the estimated current value.

CARRIED

Councillor F Sloan declared a pecuniary interest and left the Council Room at 10:22 a.m.

Resolution #CM20131119.1015

Moved By: Councillor Cliff Martin

Motion to sell Councillor F. Sloan his old laptop for \$200, which is the estimated current value of the laptop.

CARRIED

Councillor F. Sloan entered the Council Room at 10:25 a.m.

Councillor C. Martin declared a pecuniary interest and left the Council Room at 10:25 a.m.

Resolution #CM20131119.1016

Moved By: Councillor Maxine Fodness

Motion to sell Councillor C. Martin his old laptop for \$200, which is the estimated current value of the laptop.

CARRIED

Councillor C. Martin entered the Council Room at 10:26. a.m.

Reeve S. Upham declared a pecuniary interest and left the Council Room at 10:26 a.m.

Resolution #CM20131119.1017
Moved By: Councillor Frank Sloan
Motion to sell Reeve S. Upham his old laptop for \$200, which is the estimated current value of the laptop.

CARRIED

Reeve S. Upham entered the Council Room at 10:27 a.m.

Resolution #CM20131119.1018
Moved By: Councillor Cliff Martin
Motion to give first reading to Bylaw No. 2013-44, Cemetery Bylaw.

CARRIED

Resolution #CM20131119.1019
Moved By: Councillor Frank Sloan
Motion to give second reading to Bylaw No. 2013-44.

CARRIED

Resolution #CM20131119.1020
Moved By: Councillor Dwight Dach
Motion to present Bylaw No. 2013-44 at this meeting for third reading.

CARRIED UNANIMOUSLY

Resolution #CM20131119.1021
Moved By: Councillor Laurent Amyotte
Motion to give third reading to Bylaw No. 2013-44.

CARRIED

Resolution #CM20131119.1022
Moved By: Councillor Glen Ockerman
Motion to give first reading to Bylaw No. 2013-43, which is a bylaw to establish the Subdivision and Development Appeal Board of the County of St. Paul.

CARRIED

Resolution #CM20131119.1023
Moved By: Councillor Dwight Dach
Motion to give second reading to Bylaw No. 2013-43.

CARRIED

Resolution #CM20131119.1024
Moved By: Councillor Laurent Amyotte
Motion to present Bylaw No. 2013-43 at this meeting for third reading.

CARRIED UNANIMOUSLY

Resolution #CM20131119.1025
Moved By: Councillor Maxine Fodness
Motion to give third reading to Bylaw No. 2013-43.

CARRIED

Resolution #CM20131119.1026
Moved By: Councillor Dwight Dach
Motion to appoint Connie Currey, Lorna Connor, Angela Lorensen, Irene Van Brabant, Eleanor Zimmerman as members at large on the County Library Board for a three year term.

CARRIED

Resolution #CM20131119.1027
Moved By: Councillor Cliff Martin
Motion to reappoint Lorna Connor and Irene Van Brabant, who have been members of the County Library Board for more than 3 consecutive terms, as per Part 1, Section 4 of the Libraries Act.

CARRIED

**BYLAW NO.
2013-44 -
CEMETERY
BYLAW**

**BYLAW NO.
2013-43 -
SUBDIVISION
AND
DEVELOPMENT
APPEAL BOARD**

**APPOINTMENT
OF BOARD
MEMBERS AT
LARGE**

Resolution #CM20131119.1028

Moved By: Councillor Glen Ockerman

Motion to rescind the motion from the October 31, 2013 organizational meeting appointing the Council Members to the Library Board for a four year term, as Section 4(5) of the Libraries Act states that appointments to the municipal board shall be for a term of up to 3 years.

CARRIED

Resolution #CM20131119.1029

Moved By: Councillor Maxine Fodness

Motion to appoint Councillor Dwight Dach, Councillor Laurent Amyotte and Secretary Betty Way to the County Library Board for a three year term, as per Part 1, Section 4 of the Libraries Act.

CARRIED

**10:30 A.M. -
PUBLIC HEARING
BYLAW NO.
2013-40**

Resolution #CM20131119.1030

Moved By: Councillor Cliff Martin

Motion to adjourn the meeting and proceed to Public Hearing scheduled for 10:30 a.m. to discuss Bylaw No. 2013-40, which is a Bylaw to rescind Bylaw No. 2013-01.

CARRIED

Reeve Upham declared the Public Hearing open at 10:34 a.m. with all members of Council present.

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 then informed Council that the purpose of the public hearing is to discuss Bylaw No. 2013-40, which is a bylaw to rescind Bylaw No. 2013-01, which will revert the zoning on PSW 25-57-7-W4 back to Agricultural from Industrial/Commercial.

No one was present to speak in opposition to or in favor of the proposed rezoning and there were no written submissions.

Reeve Upham declared the public hearing closed at 10:38 a.m.

Resolution #CM20131119.1031

Moved By: Councillor Cliff Martin

Motion to give second reading to Bylaw No. 2013-40, which is a bylaw to rescind Bylaw No. 2013-01.

CARRIED

Resolution #CM20131119.1032

Moved By: Councillor Dwight Dach

Motion to give third reading to Bylaw No. 2013-40.

CARRIED

**APPOINTMENT
OF BOARD
MEMBERS AT
LARGE**

Reeve S. Upham called for nominations for members at large for the **FCSS Board**.

Councillor D. Dach nominated Alphonse Corbiere.

Councillor L. Amyotte nominated Sue Dechaine.

Councillor M. Fodness nominated Eleanor Zimmerman.

Councillor D. Dach nominated Irene Pilisko.

Councillor G. Ockerman nominated Irene VanBrabant.

Resolution #CM20131119.1033

Moved By: Councillor Glen Ockerman

Motion that nominations cease.

CARRIED

Following vote by secret ballot, Alphonse Corbiere, Irene Pilisko, Irene Van Brabant and Eleanor Zimmerman were appointed as members at large to the FCSS Board, for a four year term.

Resolution #CM20131119.1034

Moved By: Councillor Maxine Fodness

Motion to destroy ballots.

CARRIED

Resolution #CM20131119.1035

Moved By: Councillor Frank Sloan

Subdivision and Development Appeal Board

Motion to table appointments to the SDAB to the December Council meeting.

CARRIED

Resolution #CM20131119.1036

Moved By: Councillor Maxine Fodness

Weed Appeal Board

Motion to table appointments to the Weed Appeal Board to a later date and in the interim administration will advertise for members at large.

CARRIED

Resolution #CM20131119.1037

Moved By: Councillor Dwight Dach

Motion to rescind the motion from the October 31, 2013 Organizational Meeting appointing the board members to the Town of St. Paul Recreation Board.

CARRIED

Resolution #CM20131119.1038

Moved By: Councillor Cliff Martin

Motion to appoint Councillor F. Sloan, Councillor C. Martin and members-at-large Rick Austin and Jana Zarowny to the St. Paul Recreation Board.

CARRIED

**COMMITTEE
MEMBER FOR
ELK POINT
REGIONAL
ALLIED ARTS**

Resolution #CM20131119.1039

Moved By: Councillor Frank Sloan

Motion to appoint Councillor D. Dach to the Elk Point Regional Allied Arts Committee.

CARRIED

**REGIONAL
COLLABORATION
GRANT -
EASTERN
ALBERTA TRADE
CORRIDOR**

Resolution #CM20131119.1040

Moved By: Councillor Dwight Dach

Be it resolved that we authorize the County of St. Paul No. 19 to participate in an application for the Eastern Alberta Trade Corridor, Investment Attraction Initiative Project, submitted by Kim Neill, CAO for the Town of Hanna under the Regional Collaboration Grant.

CARRIED

**CRIME AT
LAURIER LAKE**

Resolution #CM20131119.1041

Moved By: Councillor Frank Sloan

Motion to approve the letter to the lot owners at Laurier Lake which includes tips from the RCMP on how to safeguard their property and that administration arrange a meeting in Division 1 for the spring of 2014 to discuss crime in the area.

CARRIED

**LAKELANDER'S
TRAILER CLUB**

Councillor F. Sloan left the Council Room at 10:58 a.m., as he owns the property adjacent to the property being discussed.

Resolution #CM20131119.1042

Moved By: Councillor Cliff Martin

Motion that Council approve the realignment of the road to the Lakelander's Trailer Club lease property from Township Road 604, on the condition that the road is fenced to County standards along the south and west sides of the right-of-way.

CARRIED

Councillor F. Sloan entered the meeting at 11:03 a.m.

11:00 A.M. -

Resolution #CM20131119.1043

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

Moved By: Councillor Cliff Martin
Motion to adjourn the meeting and proceed to Public Hearing scheduled for 11:00 a.m to discuss Bylaw No. 2013-39, which is a Bylaw to close a statutory road between SE 21 and SW 22-58-11-W4.

CARRIED

Reeve Upham declared the Public Hearing open at 11:05 a.m. with all members of Council present.

Krystle Fedoretz, planning and development, informed Council that the public hearing was advertised in accordance with section 606 of the M.G.A.

Krystle then informed Council that the purpose of the public hearing is to discuss Bylaw No. 2013-39, which is a bylaw to close a statutory road between SE 21 and SW 22-58-11-W4 which is naturally fragmented by range road 113.

There was no one present to speak in favor of or in opposition to the proposed road closure and there were no written submissions.

Reeve Upham declared the public hearing closed at 11:08 a.m.

Resolution #CM20131119.1044
Moved By: Councillor Cliff Martin
Motion to revert to open meeting. Time: 11:08 a.m.

CARRIED

**PAVING OF
SUBDIVISION
PLAN 0728357**

Resolution #CM20131119.1045
Moved By: Councillor Frank Sloan
Motion that Council deny Mr. Ternovoy's request to cancel the paving invoice for subdivision plan 0728357 in the amount of \$58,033.07.

Councillor F. Sloan requested a recorded vote.

- Votes:
- Councillor G. Ockerman - For
 - Councillor D. Dach - For
 - Councillor C. Martin - For
 - Councillor M. Fodness - For
 - Councillor L. Amyotte - For
 - Councillor F. Sloan - For
 - Councillor L. Amyotte - For

CARRIED

**11:30 A.M. -
CHRIS & JESSICA
HABIAK**

Jessica Habiak was admitted to the Council Room at 11:35 a.m. to speak with Council about the agreement they received regarding construction of range road 102 that leads to NE 27-56-10-W4, which is a property they are planning to purchase so they can build a house on it. Jessica requested that Council consider amending the agreement to state that if they fail to comply with the terms of the agreement within 24 months from the construction of the road, they are liable for 100% of the costs of construction of the road. She then advised Council that their decision to purchase the property is subject to the road being built. Following her presentation to Council, Jessica left the meeting at 11:45 a.m.

Resolution #CM20131119.1046
Moved By: Councillor Frank Sloan
Motion to amend the draft agreement with Jessica and Chris Habiak to include option 2 which states that "If they fail to comply with the terms of the agreement within 24 months from the construction of the road providing access to NE 27-56-10-W4, they are liable for 100% of the cost of construction of the road. This agreement is contingent upon to the Habiak's acquiring the property (NE 27-56-10-W4).

CARRIED

**ROAD
CONSTRUCTION
EASEMENTS**

Resolution #CM20131119.1047
Moved By: Councillor Cliff Martin
Motion to approve the easements for road construction purposes.
Twp Rd 583, N of 14-58-8-W4, 1/2 Mile
NE 14-58-8-W4 Lyle & Lillian Elliot
PNE 14-58-8-W4 Cody & Jennifer Kurek
PNW 14-58-8-W4 Justin Corbiere
PSW 14-58-8-W4 Cody & Jennifer Kurek
SE 23-58-8-W4 Gerald & Eileen Dutkiewicz

CARRIED

Reeve Upham recessed the meeting at 11:49 a.m. and reconvened the meeting at 1:10 p.m. with all members present.

**ROAD
CANCELLATION -
ROAD PLAN
4085NY IN NE
11-57-9-W4**

Resolution #CM20131119.1048
Moved By: Councillor Cliff Martin
Motion to approve the resolution of the County of St. Paul No. 19 for the purpose of closing to public travel and cancelling a portion of a public highway in accordance with Section 24 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.

THEREFORE, be it resolved that the Council of the County of St. Paul No. 19 does hereby close the following described roads, subject to rights of access granted by other legislation or regulations:

All that portion of Road Plan 4085NY in NE 11-57-9-W4. Excepting thereout all mines and minerals.

Cancelled portions to be consolidated with respective titles.

CARRIED

**BYLAW NO.
2013-09 - ROAD
CLOSURE**

Resolution #CM20131119.1049
Moved By: Councillor Maxine Fodness
Motion to give second reading to Bylaw No. 2013-09, which is a bylaw to close to public travel and create title to a portion of public lane lying within Block 3, Plan 1005EO, in the Hamlet of Mallaig.

CARRIED

Resolution #CM20131119.1050
Moved By: Councillor Cliff Martin
Motion to give third reading to Bylaw No. 2013-09.

CARRIED

**BYLAW NO.
2013-45 - AMEND
LUB - REZONE
PSW 25-57-7-W4**

Resolution #CM20131119.1051
Moved By: Councillor Dwight Dach
Motion to give first reading to Blaw No. 2013-45, to amend Land Use Bylaw No. 2013-11, as it relates to rezoning PSW 25-57-7-W4 from Agricultural to Industrial/Commercial.

CARRIED

**LEASE NE
2-62-12-W4**

Resolution #CM20131119.1052
Moved By: Councillor Glen Ockerman
Motion to deny the request from Dwayne and Sherill Bull for compensation for brushing on NE 2-62-12-W4

CARRIED

Resolution #CM20131119.1053
Moved By: Councillor Cliff Martin
Motion to enter into a land lease agreement with Alan and Shirley Tkachyk for the NE 2-62-12-W4 effective immediately.

CARRIED

DECEMBER PUBLIC WORKS MEETING	Resolution #CM20131119.1054 Moved By: Councillor Maxine Fodness Motion to cancel the December Public Works Meeting as per section 193(3) of the M.G.A.	CARRIED
CHRISTMAS HOURS	Council was informed that the office will be closed for Christmas from December 25 to 27, 2013 and January 1, 2014 as per Policy Per-30. Resolution #CM20131119.1055 Moved By: Councillor Cliff Martin Motion to file as information.	CARRIED
NORTHERN LIGHTS LIBRARY SYSTEM - LEVY INCREASE	Resolution #CM20131119.1056 Moved By: Councillor Glen Ockerman Motion to approve the levy increase of \$0.0956 per capita for the Northern Lights Library System effective January 1, 2014.	CARRIED
APPOINT MEMBER FOR ST. PAUL LIBRARY BOARD	Resolution #CM20131119.1057 Moved By: Councillor Glen Ockerman Motion to appoint Councillor M. Fodness to the St. Paul Library Board.	CARRIED
FCM - SUSTAINABLE COMMUNITIES CONFERENCE & TRADE SHOW	Resolution #CM20131119.1058 Moved By: Councillor Dwight Dach Motion to approve any Councillors who are available to attend the FCM, Sustainable Communities Conference and Trade Show from February 11-14, 2014 in Charletown, PEI.	CARRIED
REQUEST TO NAME STARK ROAD	Resolution #CM20131119.1059 Moved By: Councillor Cliff Martin Motion to approve the request from Fred Starosielski to name Range Road 82 north of Highway 29 Stark Road.	CARRIED
FUNDING REQUEST - ST. PAUL CURLING CLUB	Resolution #CM20131119.1060 Moved By: Councillor Cliff Martin Motion to approve a raffle prize for the benefit bonspiel sponsored by the St. Paul Curling Club to raise funds for the Two Hills Curling Club to assist with the reconstruction of their curling rink, and to and deny the request for a clock until the curling club can provide further information about what the clock will cost.	CARRIED
FUNDING REQUEST FOR ELK POINT SR. HANDI BUS	Resolution #CM20131119.1061 Moved By: Councillor Dwight Dach Motion to approve \$1,000 grant to assist with maintenance costs for the Elk Point Senior's Handi Bus.	CARRIED
ELK POINT RECREATION GRANTS	Resolution #CM20131119.1062 Moved By: Councillor Dwight Dach Motion to table the requests for funding under the Elk Point Recreation Grants, to the December Council Meeting.	CARRIED
2017 MUNICIPAL ELECTION	Council discussed proposed changes for the 2017 Municipal Election. Item for discussion purposes only.	
CAO REPORT	Resolution #CM20131119.1063 Moved By: Councillor Cliff Martin Motion to accept the CAO report as information	

CARRIED

Resolution #CM20131119.1064

Moved By: Councillor Maxine Fodness

Motion to cancel the November Public Works Meeting, due to strategic planning meetings scheduled for December 2 & 9, 2013

CARRIED

Resolution #CM20131119.1065

Moved By: Councillor Glen Ockerman

Motion that Administration research and check into the Water Commission with Cold Lake.

CARRIED

REPORTS

NSWA - Councillor C. Martin

ASB Regional Conference - Councillor M. Fodness

ARPA Conference - Councillor D. Dach

COUNCIL FEES

Resolution #CM20131119.1066

Moved By: Councillor Laurent Amyotte

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

CARRIED

**LISTING OF
ACCOUNTS
PAYABLE**

Resolution #CM20131119.1067

Moved By: Councillor Cliff Martin

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>
17254	2013-10-07	18141-18220	\$840,682.41
17269	2013-10-16	18221-18260	\$448,882.80
17286	2013-20-24	18261-18333	\$284,752.17

CARRIED

**BUDGET TO
ACTUAL**

Resolution #CM20131119.1068

Moved By: Councillor Dwight Dach

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

CARRIED

**IN CAMERA
ITEMS**

Resolution #CM20131119.1069

Moved By: Councillor Maxine Fodness

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

CARRIED

Resolution #CM20131119.1070

Moved By: Councillor Cliff Martin

Motion to revert to an open meeting. Time: 3:41

CARRIED

Resolution #CM20131119.1071

Moved By: Councillor Maxine Fodness

Motion that administration proceed with a court application to have Range Road 61, located in the N 1/2 NW 13-57-6-W4 declared as a public road with affidavits, under the advice of the Legal Counsel.

CARRIED

Resolution #CM20131119.1072

Moved By: Councillor Cliff Martin

Motion that administration draft amendments to the Land Use Bylaw and Municipal Development Plan.

CARRIED

ADJOURNMENT

Business on the agenda being concluded, Chairman S. Upham adjourned the meeting. Time: 3:43 p.m.

These minutes approved this 10th day of December, 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. APPOINTMENT SUBDIVISION AND DEVELOPMENT APPEAL BOARD MEMBERS AT LARGE

#20131203011

Meeting : December 10, 2013

Meeting Date : 2013/12/10 10:00

Background

Administration contacted the members who were on the Subdivision and Development Appeal Board and they have all agreed to remain on the board for another term.

Recommendation

Motion to appoint Leigh Babcock, Tom Kurek, George Sanders and Eleanor Zimmerman as the the members at large on the Subdivision and Development Appeal Board for a four year term.

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

5.2. ELK POINT RECREATION GRANTS

#20131204001

Meeting : December 10, 2013

Meeting Date : 2013/12/10 10:00

Background

At the November Meeting, Council made a motion to table the requests for funding under the Elk Point Recreation Grants. \$40,000 has been allocated for this grant.

The following groups have submitted applications for funding:

- Elk Point Pioneer Circle - Funding to help with Utilities and Insurance
- CG Baker Riding Arena - \$12,000
- AG Ross Arena - \$20,000
- Elk Point Curling Club - \$10,000
- Elk Point Golf Club - Road Work

Recommendation

As per Council's wishes.

Additional Information

Originated By : pcorbiere

Appendix 1 for 5.2.: Elk Point Pioneer Circle

Elk Point Pioneer Circle,
Box 488,
Elk Point, Alberta
TOA 1A0

Steve Upham, Reeve
County of St. Paul #19
5015-49 St.
St. Paul, Alberta
TOA 3A4

Dear Mr. Upham:

Thank you for the opportunity to apply for some support from the County of St. Paul grant money.

We would appreciate some help in the area of Utilities and Insurance, both of which consume a considerable amount of our income.

As you know we are volunteers and our avenues of raising funds is limited. Please find a copy of our financial statement enclosed.

Thank you for this opportunity.

Sincerely,



Margaret Modin, secretary

Appendix 1 for 5.2.: Elk Point Pioneer Circle

Elk Point Pioneer Circle Profit and Loss January through December 2012

01/20/13

	Jan - Dec '12
Income	
Carpet Bowling	15.00
General Income	
Yard Sale	40.00
Catering	1,125.00
Christmas Dinner	1,215.00
Coffee Income	3,186.79
Curling Fees	756.25
Dabber Sales	284.40
Donations	3,470.00
Food Sales	5,556.57
General Account Fun Night	102.00
Grants - Provincial	18,083.00
GST Receipts	3,000.84
Hall Rental	13,555.00
Jamboree	1,919.00
Memberships	860.00
Pop Can Sales	80.87
Repairs	900.00
Whist Tournament	312.00
Total General Income	54,446.72
Monday Bingo Revenue	
Monday Bingo Revenue	14,841.62
Total Monday Bingo Revenue	14,841.62
Nevada Income Revenue	
Nevada Income	4,614.00
Total Nevada Income Revenue	4,614.00
Tables	1,680.00
Total Income	75,597.34
Expense	
Bingo Monday Night Janitorial	945.00
General Account Expenses	
Christmas dinner supplies	1,449.00
Dabbers	73.11
Food Expense	6,207.99
Garbage	1,313.04
Insurance	3,448.00
Janitorial	10,658.31
Memberships - Costs	300.00
Office Expenses	291.99
Photo Copier	43.86
Power	5,443.62
Repairs & Maintenance	26,606.56
Telephone	823.51
Total General Account Expenses	56,658.99
General Income Yard Sale	-370.95
Monday Bingo Expenses	
Mon Bingo Exp	184.12
Monday Bingo Jackpot	4,291.00
Monday Bingo Supplies	1,149.64
Total Monday Bingo Expenses	5,624.76
Monday Bingo Expenses Janitor	78.44
Monday Bingo Expenses Telephone	86.40
Monday Night Bingo Cleaning Sup	
Gas & Power	4,884.39
Monday Night Bingo Gas & Power	437.11
Total Monday Night Bingo Cleaning Sup	5,321.50
Monday Night Bingo Repairs & Ma	392.70
Nevada Expenses	

Appendix 1 for 5.2.: Elk Point Pioneer Circle

01/20/13

Elk Point Pioneer Circle Profit and Loss January through December 2012

	Jan - Dec '12
Janitor	1,890 .00
Nevada Cards	1,972 .91
Total Nevada Expenses	3,862 .91
power and gas	2,691 .61
Total Expense	75,291 .36
Net Income	305 .98

Appendix 1 for 5.2.: Elk Point Pioneer Circle

Elk Point Pioneer Circle Balance Sheet As of December 31, 2012

01/20/13

	Dec 31, '12
ASSETS	
Current Assets	
Chequing/Savings	9,645.90
Bingo - Monday	27,804.40
General Account	3,929.62
Nevada Account	
Total Chequing/Savings	41,379.92
Other Current Assets	32,844.93
Guaranteed Investment Certifica	
Total Other Current Assets	32,844.93
Total Current Assets	74,224.85
Fixed Assets:	
Building	
Depreciation	-279,451.67
Original Cost	669,524.14
Total Building	390,072.47
Demchuk Property	21,967.35
Equipment	
Depreciation	-30,963.63
Original Cost	35,639.66
Equipment - Other	1,299.80
Total Equipment	5,975.83
Total Fixed Assets	418,015.65
TOTAL ASSETS	492,240.50
LIABILITIES & EQUITY	
Equity	
Opening Bal Equity	483,423.57
Retained Earnings	8,510.95
Net Income	305.98
Total Equity	492,240.50
TOTAL LIABILITIES & EQUITY	492,240.50

Nov 8 2013

County of St. Paul

Dear Council

Thank you for all your support in the past. The A. G. Ross is a hub of activity in the winter with 6 minor hockey teams, pond hockey, recreation hockey and figure skating as well as the elementary and junior senior high plus the outreach school programs. Not limited to the winter months, it is used all year round by various groups including 4 H , minor ball, Elk Point Oilmen's, the horticultural fair and oil company's conduction safety courses and meetings. We have some projects at our arena that could use some financial help. Our meeting room has a very high ceiling and concrete walls and is difficult to have decent meeting conversations with all the echoing. It is a great room but could use of some renovations, lowering the ceiling, installing blinds and possible add some other sound absorbing panels. In our lobby and halls we have replaced some benches with small tables and chairs and hope to do the same in the lobby to give it a face lift. Another project we are hoping to do next summer is paint the entire rink area walls and bleachers. Although the lobby and halls have been painted a number of times the actually spectator area is looking very dull. Estimate for this is about \$10,000.00. Another project is replacing all the lighting in the dressing rooms halls and lobby. The last estimate we had was \$35,000.00. And one really big project would be to have a handicap viewing area and doors etc., but I feel this project will require some engineering experts. I have included our financial statement along with some of our estimates, although you will notice they are all a year old now.

Yours truly



Douglas Bassett

A.G. Ross Arena

Appendix 2 for 5.2: AG Ross Arena

Elk Point Ag Society AG Ross Arena
Income Statement 09/01/2012 to 08/31/2013

REVENUE**Sales Revenue**

Concession Income	42,465.49
Donations	6,845.00
Elk Point Minor Hockey Fees	27,480.00
Elk Point Elementary School Ice ...	2,000.00
County of St Paul - Grants	33,500.00
Town of Elk Point - Grants	0.00
Ag Society - Grants	19,146.00
Elk Point Skating Club - Ice Fees	7,575.00
GST Refund	0.00
Fundraising Income	0.00
Sign Rental Income	16,900.00
Ice Fees - Other	11,375.00
Public Skating Fees	0.00
Other	358.00
Rental	0.00
Other	0.00

Net Sales	<u>167,644.49</u>
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Other Revenue

Freight Revenue	0.00
Interest Revenue	0.00
Miscellaneous Revenue	0.00

Total Other Revenue	<u>0.00</u>
----------------------------	-------------

TOTAL REVENUE	<u>167,644.49</u>
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EXPENSE**Cost of Goods Sold**

Inventory A Cost	0.00
Inventory B Cost	0.00
Inventory C Cost	0.00
Inventory Variance	0.00
Item Assembly Costs	0.00
Adjustment Write-off	0.00
Transfer Costs	0.00
Subcontracts	0.00
Purchases - Concession	19,990.87
Purchase Returns	0.00
Early Payment Purchase Discou...	0.00
Net Purchases	<u>19,990.87</u>
Freight Expense	0.00

Total Cost of Goods Sold	<u>19,990.87</u>
---------------------------------	------------------

Payroll Expenses

Wages & Salaries	0.00
EI Expense	0.00
CPP Expense	0.00
WCB Expense	0.00
User-Defined Expense 1 Expense	0.00
User-Defined Expense 2 Expense	0.00
User-Defined Expense 3 Expense	0.00
User-Defined Expense 4 Expense	0.00
User-Defined Expense 5 Expense	0.00
Employee Benefits	0.00

Total Payroll Expense	<u>0.00</u>
------------------------------	-------------

General & Administrative Expe...

Accounting & Legal	952.38
Advertising & Promotions	526.91
Equipment Capital Purchases	3,604.25

Printed On: 10/07/2013

Appendix 2 for 5-2: AG Ross Arena
Elk Point Ag Society AG Ross Arena
Income Statement 09/01/2012 to 08/31/2013

Fundraising Expenses	0.00
Garbage Disposal	3,462.84
GST Expense	0.00
Insurance Property	14,649.00
Insurance Liability	551.00
Office Expenses	177.81
Repairs & Maintenance - Conces...	850.00
Repairs & Maintenance - Arena	15,784.31
Special Events	2,113.30
Property Taxes	0.00
Cleaning Supplies/ Materials	2,222.09
Caretaker Fees	38,000.00
Miscellaneous Expenses	0.00
WCB	314.55
Zamboni Expenses	1,674.00
Bank Charges	0.00
Telephone	1,710.15
Other -	0.00
Utilities	54,682.26
Other Expense-	200.00
Other Expense-	0.00

Water Donated by Town

Total General & Admin. Expen...	141,474.85
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TOTAL EXPENSE	161,465.72
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NET INCOME	6,178.77
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Appendix 2 for 5.2: AG Ross Arena

Elk Point Ag Society AG Ross Arena
Income Statement 09/01/2012 to 08/31/2013

REVENUE**Sales Revenue**

Concession Income	42,465.49
Donations	6,845.00
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County of St Paul - Grants	33,500.00
Town of Elk Point - Grants	0.00
Ag Society - Grants	19,146.00
Elk Point Skating Club - Ice Fees	7,575.00
GST Refund	0.00
Fundraising Income	0.00
Sign Rental Income	16,900.00
Ice Fees - Other	11,375.00
Public Skating Fees	0.00
Other	358.00
Rental	0.00
Other	0.00

Net Sales	<u>167,644.49</u>
------------------	-------------------

Other Revenue

Freight Revenue	0.00
Interest Revenue	0.00
Miscellaneous Revenue	0.00

Total Other Revenue	<u>0.00</u>
----------------------------	-------------

TOTAL REVENUE	<u>167,644.49</u>
----------------------	-------------------

EXPENSE**Cost of Goods Sold**

Inventory A Cost	0.00
Inventory B Cost	0.00
Inventory C Cost	0.00
Inventory Variance	0.00
Item Assembly Costs	0.00
Adjustment Write-off	0.00
Transfer Costs	0.00
Subcontracts	0.00
Purchases - Concession	19,990.87
Purchase Returns	0.00
Early Payment Purchase Discou...	0.00
Net Purchases	<u>19,990.87</u>
Freight Expense	0.00

Total Cost of Goods Sold	<u>19,990.87</u>
---------------------------------	------------------

Payroll Expenses

Wages & Salaries	0.00
EI Expense	0.00
CPP Expense	0.00
WCB Expense	0.00
User-Defined Expense 1 Expense	0.00
User-Defined Expense 2 Expense	0.00
User-Defined Expense 3 Expense	0.00
User-Defined Expense 4 Expense	0.00
User-Defined Expense 5 Expense	0.00
Employee Benefits	0.00

Total Payroll Expense	<u>0.00</u>
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General & Administrative Expe...

Accounting & Legal	952.38
Advertising & Promotions	526.91
Equipment Capital Purchases	3,604.25

Printed On: 10/07/2013

Appendix 2 for 5-2: AG Ross Arena
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GST Expense	0.00
Insurance Property	14,649.00
Insurance Liability	551.00
Office Expenses	177.81
Repairs & Maintenance - Conces...	850.00
Repairs & Maintenance - Arena	15,784.31
Special Events	2,113.30
Property Taxes	0.00
Cleaning Supplies/ Materials	2,222.09
Caretaker Fees	38,000.00
Miscellaneous Expenses	0.00
WCB	314.55
Zamboni Expenses	1,674.00
Bank Charges	0.00
Telephone	1,710.15
Other -	0.00
Utilities	54,682.26
Other Expense-	200.00
Other Expense-	0.00
Total General & Admin. Expen...	141,474.85
TOTAL EXPENSE	161,465.72
NET INCOME	6,178.77

St.Paul Glass & Mirror Ltd.Box 1384 4642- 56 Ave
St. Paul, Alberta T0A 3A0**QUOTE**Quote No.: 2823
Date: 02/07/2013
Page: 1
Ship Date:**Sold To:**

ELK POINT ARENA

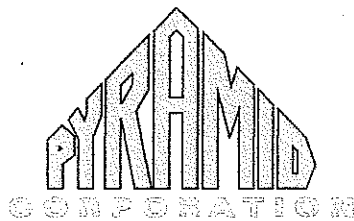
BOX 141
ELK POINT, ALTA.
T0A1A0**Ship To:**

ELK POINT ARENA

Attention: Doug Basset

Business No.: 10503 7295 RT

	1	ARENA MAIN ENTRANCE SUPPLY AND INSTALL HANDICAP OPERATOR LCN 4642 687 C/W 2 ACTUATORS NOTE : 120 VOLT ELECTRICAL SUPPLY BY OTHERS, RAILING TO INSTALL ACTUATOR EXTRAAS REQUIRED. EXISTING DOOR MUST BE WORKING WELL. 4-5 WEEKS DELIVERY G - GST 5.00% GST	G	5,280.00	5,280.00
St.Paul Glass & Mirror Ltd. GST: #10503 7295 RT					
Shipped by					
Comments QUOTE GOOD FOR 60 DAYS! QUOTE ACCEPTED BY _____					5,544.00
Sold By:					



October 11, 2012

AG Ross Arena

Attention: Doug Bassett

Re: Arena Lighting Upgrade

Pyramid Corporation is pleased to submit a "Budget Estimate" for material and labor required to remove old T12 florescent fixtures and install new **energy efficient** T5 florescent fixtures in all dressing rooms, meeting rooms, offices, kitchen, common area, and hallways.

Electrical Material and Labor

\$ 35,400.00

OUR BUDGET PRICE IS BASED ON THE FOLLOWING:

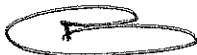
1. Removal of old florescent fixtures.
2. Installation and wiring of new **energy efficient** fixtures.
3. Testing.

CLARIFICATIONS AND EXCEPTIONS:

1. GST excluded in above price.
2. Freight excluded in above price.
3. Price is valid for thirty days.
4. Disposal of old fixtures by owner.

I trust you will find everything in order. Please do not hesitate to call me at (780) 207-0187 if you should have any questions.

Yours truly,



PYRAMID CORPORATION
Rodney Graus
Area Manager
Bonnyville & Elk Point

DALLAIRE INTERIORS

"Where Quality Workmanship is a Must"

Box 141,
Mallaig, Alberta
T0A 2K0
Cell: (780) 645-1344
Fax: (780) 635-2114

ATTN: Doug

Customer Name <u>ELK POINT ARENA</u>	Date <u>Nov. 5, 2012</u>
Address _____	Terms _____
Phone _____ Fax <u>724-4069</u>	Estimated Delivery Date _____

We thank you for the opportunity of submitting the following prices and specifications

Description	Amount
- Supply & installation of 2x4 sq. lay in ceiling in office	420 00
- USING 2x4 x 5/8" FROM NON DIRECTIONAL PANELS	
- Supply & installation of 2x4 x 3/4" RADAR CLIMA PLUS HIGH CAC, HIGH NEC in meeting room	2809 60
(* applications (conference room) - Open office plans & Private Rooms.)	
8 light (4 lamp T-8) fixtures w/ bulbs	736 30
This estimate is valid only for <u>2 months</u>	
By <u>Mare Dallaire</u>	Subtotal <u>3965 90</u>
	GST _____
	Total _____

Appendix 2 for 5.2.: AG Ross Arena

To A G. Ross Arena Elk Point, AB. TOA-1A0	Date Dec 17/12
	Terms
	Estimated Delivery Date

We thank you for the opportunity of submitting the following prices and specifications.

Quantity	Description	Unit Price	Amount
	Interior Painting Quote.		
* Inside Rink area			18000 ⁰⁰
- Walls - Latex paint/primer			
- Rental of scissor lift.			
- All paint & materials			
* Bleachers			
- All paint & materials			5800 ⁰⁰
- Latex paint/primer			
* Outside 4' wall around rink.			4900 ⁰⁰
- Oil base primer - Latex paint/primer			
- All paint & materials			
	Thank-You!		
	Donna Kozicki		28,700 ⁰⁰
		GST	1435 ⁰⁰
		PST	
		Total	30,135 ⁰⁰

This quotation is valid for 2013

By Donna's Painting Cell # 780 614-1952.
Box 531
Elk Point, AB
TOA-1A0

QUOTATION

This is not an invoice

123469

BlueLine DC161

©BlueLine®, 2006

St. Paul County Council

Attention: Glen Ockerman

Oct 17,2013

Elk Point Agriculture Society(Fair Grounds and Livestock Division) has passed a motion requesting financial assistance of \$12,000.00 from the St. Paul County. The arena is in need of upgrades that would benefit all the members. These would include a new furnace to heat the building, and to add on a shelter on the front of the building. The furnace is outdated and not running properly. The shelter would be added on as the wind blows snow in front of the door and in the spring the water runs and pools in front of the door. The cost of these two projects would be over \$12,000.00.

The Elk Point Agriculture Society(Fair Grounds and Livestock Division) hosts numerous events throughout the year. People use the facility to ride their horses in the winter months. We host various jackpots for both team roping and barrel racing, gymkhanas, clinics, practices for these events, and also open riding for people who want to work on colts or just want to keep their horse in shape. The local 4-H beef club also uses the facility to host their achievement day every year.

We hope that the county will support us as the facility is used by many people that live within the St. Paul County.

Yours truly,

Malcolm Nowosad,

President, Elk Point Ag Society(Fair Grounds and Livestock Division)

Appendix 4 for 5.2.: Elk Point Curling Association

Elk Point Curling Association

Box 352

Elk Point, AB.

T0A 3A0

780-724-3916

December 02, 2013

To St Paul County Council,

I am writing this letter to you on behalf of the Elk Point Curling Association, currently we are fundraising to purchase new and efficient space heaters for the ice surface. At this present time we are in the need of \$12 000.00 to purchase and have the heaters installed. If you have any questions please feel free to call me at any-time.

Thank you in advance for your valued time and consideration with our project.

Kind regards,

Andrew Morin

Vice-President,

Elk Point Curling Association

(780) 614-5567



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

Issue Summary Report

5.3. ELK POINT HERITAGE LODGE AUXILIARY

#20131204002

Meeting : December 10, 2013

Meeting Date : 2013/12/10 10:00

Background

At the April meeting, Council was presented with a request from Heritage Lodge Auxiliary for financial support to jointly fund a garage to store the handibus. Council made a motion to table the request for more information.

We have now received another request from the Heritage Lodge Auxiliary to jointly fund a 24 ft x 24 ft garage. The estimate they provided is for \$36,415. The committee requested more quotes, however this is the only one they received.

Recommendation

Council to decide if they will jointly fund the garage.

Additional Information

Originated By : pcorbiere

RECEIVED DEC 02 2013

Heritage Lodge Auxiliary
Box 780
Elk Point, AB
T0A1A0

November 29, 2013

Dear Sheila Kitz and County Councilors:

We would like to thank both you and the Town of Elk Point for your efforts in getting the Handibus. There is no question that the bus provides needed services to our community members. In order to extend the operating life of the Handibus, we feel that a proper shelter should be built. A garage will safeguard your investment (the Handibus).

With this objective in mind, this letter is a request for financial support to both you and the Town of Elk Point, owners of the Handibus, to jointly fund the expense in building a garage. The Auxiliary met on November 7th and decided on a garage we felt would be appropriate for the Handibus. Please see attached quote. The garage will be built on the east side of the Town of Elk Point Fire Hall.

Thank you for your consideration,



Diana Anderson
President, Heritage Lodge Auxiliary

Appendix 1 for 5.3.: Elk Point Heritage Lodge Auxiliary

DAVID BUKSA
BOX 1047
ELK POINT, ALTA.
T0A1A0

NOVEMBER 19, 2013

HERITAGE LODGE
ELK POINT, ALBERTA
T0A1A0

GARAGE--24ft. X 24ft. X 12ft. (ESTIMATE)

MATERIALS:

6 INCH THICK CONCRETE PAD WITH WIRE MESH
2 X 6 X 12 FT. WALLS--BOTTOM PLATE PRESSURE TREATED
3/8 OSB WALL SHEATHING
24 FT. ENGINEERED TRUSSES -24 INCH O.C.- 24 INCH OVERHANG
7/16 OSB SHEATHING ON ROOF
EAVE PROTECTION WITH 25 YEAR SHINGLES
ALUMINUM SOFFITS AND FASCIA
VINYL SIDING
ONE 32 INCH X 80 INCH MAN DOOR
ONE 36 INCH X 48 INCH WINDOW
ONE 16 FT. X 10 FT. OVERHEAD DOOR
WALLS AND CEILING INSULATED WITH R/20 INSULATION
WALLS AND CEILING DRYWALLED WITH ½ INCH DRYWALL (NOT TAPED)
TOTAL GARAGE WIRED--6 LIGHTS--6 PLUGS--100 AMP PANEL--ONE
EXTERIOR LIGHT ABOVE OVERHEAD DOOR

TOTAL PRICE--THIRTY-SIX THOUSAND FOUR HUNDRED AND FIFTEEN
DOLLARS (\$36,415.00)

DAVID BUKSA





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

Issue Summary Report

6.1. 10:30 A.M. - MARVIN BJORNSTAD

#20131202014

Meeting : December 10, 2013

Meeting Date : 2013/12/10 10:00

Background

Marvin Bjornstad, representing Riverland and NE Muni Corr, has an appointment to present the following information to Council:

1. A quick review of the trail accomplishments of the past year
2. An overview of our efforts about funding the repair of the Beaver River Trestle
3. A request from Riverland for funding for the repair of the Beaver River Trestle

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

7.1. REQUEST FOR FUNDING FOR MS WALK

#20131203002

Meeting : December 10, 2013

Meeting Date : 2013/12/10 10:00

Background

On May 10, 2013 the Lakeland MS Society will host the Annual Lakeland MS Walk and MS Run. They are requesting sponsorship for their Walk.

Since the walk started in 2007, the County donated \$500 per year.

Recommendation

Motion to approve a donation of \$500 for the MS Walk on May 10, 2014.

Additional Information

Originated By : pcorbiere



Thank you for taking the time to review this document. The Lakeland MS Walk & MS Run is currently looking for 2014 sponsors for the MS Walk and Run. We would like to provide County of St. Paul with this opportunity.

The MS Walk and Run is held in St. Paul on the Saturday of Mother's Day weekend each year. This annual event is the primary fundraising event of the year for the Lakeland MS Region. The funds raised through the Lakeland MS Walk & MS Run are used for national research to find a cure to END MS and to help enhance the quality of life of those affected by multiple sclerosis. The first Lakeland MS Walk was held in May 2008 and has raised over \$650,000 for multiple sclerosis over these six years.

County of St. Paul has been a tremendous sponsor of the Lakeland MS Walk for a number of years. County of St. Paul has been one of the elite corporate sponsors each of those years. County of St. Paul has proven to be an integral part of this community through the relationship that has been created with the Lakeland MS Region.

The Lakeland MS Region would like to thank the County of St. Paul for this relationship and provide you with the opportunity of showing your presence at the Lakeland MS Walk & MS Run by becoming, once again, a corporate sponsor.

The following proposal has been custom designed for County of St. Paul and we look forward to the opportunity of working together to fine-tune it to fit your needs.



The Opportunity

The Lakeland MS Walk & MS Run takes place the Saturday of Mother's day weekend each year. It is a one-day, family friendly event that raises awareness and funds supporting the MS Society and the fight against MS. The MS Walk features a 2, 5, and 10km walk and the MS Run features a 5km, 10km and half marathon chipped and timed run. In 2013, over 400 participants and 80 volunteers raised approximately \$161,737 for multiple sclerosis. 13% of these participants were involved in the MS Run.

As **Corporate Sponsor** of the 2014 Lakeland MS Walk and Run, County of St. Paul will receive the following opportunities and benefits:

1. Logo will be reflected in all MS Society produced marketing and print collateral including:
 - a. Participant t-shirts – logo will be prominently placed on the back of all MS Walk and Run t-shirts.
 - b. Tent Cards
 - c. Posters
2. County of St. Paul will be verbally thanked by emcee and recognized as a Corporate **Sponsor**.
3. County of St. Paul will have the opportunity to place a banner on the stage skirting, sponsor wall, as well as at checkpoints throughout the event.
4. County of St. Paul will be recognized through social media, television and radio opportunities within the Lakeland as well as local newspapers.
5. Support the County of St. Paul walk team, using dedicated Team MS staff resources.
6. Cooperative advertising and promotional opportunities



The Investment

In exchange for the aforementioned sponsorship opportunities and benefits, County of St. Paul will be as follows:

Your Investment: \$ _____

A Tax Receipt will not be issued as this is considered a marketing investment and not a donation

All amounts to be paid in accordance with the sponsorship agreement shall be paid without deduction of any taxes, levies, duties, charges or expenses whatsoever. Specifically it is agreed that as well as the consideration provided hereunder the Sponsor shall also pay thereon GST, or such other sales tax or value added tax that may be imposed.

ADDITIONAL ELEMENTS:

This agreement may be terminated for any one or more of the following events:

- (i) if a party fails to make payments when due hereunder and such remain unpaid after ten (10) days' notice thereof; or
- (ii) if a party shall have a receiver, manager, receiver-manager or trustee appointed with respect to all of substantially all of its assets or undertakings and such appointment remains undischarged for thirty (30) days; or
- (iii) if any order is made or a resolution is passed for the winding-up of a party and such continues undismissed for thirty (30) days; or
- (iv) if a party has all or substantially all of its assets taken in enforcement or collection proceedings and such appointment remains undischarged for thirty (30) days; or
- (v) if a party makes an assignment or is petitioned into bankruptcy and such remains undismissed for a period of thirty (30) days; or
- (vi) if a party breaches this Agreement and such defaulting party fails to cure such breach within thirty (30) days of receipt of written notice of such breach, then the party who is not the defaulting party may terminate this Agreement without notice to the defaulting party; or
- (vii) in the event that the other party fails to perform any of its material obligations hereunder and such failure is not remedied as soon as possible, but no later than thirty (30) days following notice.

The parties acknowledge that this Agreement does not constitute an association for the purpose of establishing a partnership or joint venture and does not create an agency relationship between the parties.

Accepted for County of St. Paul

Date

Accepted for MS Society

Date



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

Issue Summary Report

7.2. REQUEST FOR FUNDING FOR PROVINCIAL CHAMPIONSHIP

#20131202017

Meeting : December 10, 2013

Meeting Date : 2013/12/10 10:00

Background

We have received the following requests for sponsorship to attend Provincial tournaments:

- St. Paul Regional High - Sr. Girls and Mallaig School Sr. Girls Volleyball in Edmonton from November 28 to December 1

Recommendation

Motion to approve a \$500 grant for St. Paul Regional High School and Mallaig School to help offset the costs of the High Girls Volleyball Teams attending the 2013 Provincial Volleyball Championship from November 28 to December 1, 2013, as per policy ADM-51.

Additional Information

Originated By : pcorbiere

Wednesday November 27, 2013

Dear County of St. Paul,

On Wednesday November 27 – Saturday November 30, St. Paul Regional High School Girls Volleyball team will be going to the ASAA 2013 High School Provincial Championships in Edmonton. As you may have heard, we had a solid zone championship and ended up taking the silver medal but we earned the wildcard and advanced to provincials.

I know that the County of St. Paul supports teams that compete at the Provincial level in athletics. We would like to apply for the provincial funding to help us cover the expenses of sending 13 students and coaches for that competition. If there is any paper work that needs to be filled out, please let us know.

I know that the town has supported us in the past, and we appreciate any support you can give. If you have any questions or concerns, please do not hesitate to contact me at St. Paul Regional High School @ 780-645-4491 or by email hank_smid@spcrd.ca.

Sincerely,

Hank Smid
Athletic Director
St. Paul Regional High School



École Mallaig School

PO Box 90 Mallaig, Alberta T0A 2K0

Telephone/Téléphone: (780) 635 – 3858

Fax/Télécopieur: (780) 635 – 3938

E-mail: mcs@sperd.net



County of St. Paul No. 19

December 3, 2013

5015-49 Avenue
St. Paul, AB T0A 3A4
Canada

Re: Senior Girls Volleyball Provincials

Dear Council Members:

École Mallaig School serves the communities of Mallaig, Ashmont, St.Lina, Goodridge, Therien and St. Vincent. It is a dual track school from ECS to grade 12 with an enrolment of 250 students.

In the past, the County of St. Paul No. 19 has donated money to our school for sending teams to provincial competitions which has always been appreciated. This volleyball season our senior girls volleyball team was able to capture the 1A zone banner and attend provincial competition in Edmonton on November 27-30. The girls played with class and great sportsmanship but fell short in the quarter finals. If the County is still in a position to donate funds to École Mallaig School for sending athletes to these championships, we would greatly appreciate your support.

Thank you very much for considering our request.

If you have any questions please do not hesitate to contact me at the school (635-3858).

Sincerely,

Brad Tillapaugh
Athletic Director
École Mallaig School.



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

Issue Summary Report

7.3. REQUEST FOR FUNDING FOR CAREER QUEST - PORTAGE COLLEGE

#20131204010

Meeting : December 10, 2013

Meeting Date : 2013/12/10 10:00

Background

Portage College in concert with EmployAbilities, Alberta Human Services, J.A. Williams High School, Community Futures, Careers the Next Generation, and Metis Settlements CFSA are holding a one-day interactive career and education expo for local area students and job seekers alike.

They are requesting financial assistance to help offset some of the costs of hosting this event.

There are three sponsorship levels: Gold Level \$3,000, Silver Level \$1,500, and Bronze Level \$500.

Recommendation

Motion to approve a donation of Council's choosing to help offset the costs of hosting the Career Quest event.

Additional Information

Originated By : kattanasio



**PORTAGE
COLLEGE**



**EMPLOY
Abilities**



Alberta

AlbertaWorks



Metis Settlements
Child & Family Services Authority

November 5, 2013

RECEIVED NOV 6 2013

Dear Future Career Quest Sponsor,

Re: Sponsorship and Support for Career Quest 2014

Please accept this letter as a request for sponsorship for Career Quest 2014, to take place February 19, 2014. This year, we are launching a new and exciting format and have a big organizing team! Portage College, EmployAbilities, Alberta Human Services, J.A. Williams High School, Community Futures, Careers the Next Generation, and Métis Settlements CFSA – Region 10 have joined forces to host a 1-day interactive career and education expo for local area students and job seekers alike.

Career Quest 2014 will open with a morning of small conference break-out sessions where students will obtain detailed information about different career areas. To ensure that the students were involved in the session planning, a survey was conducted to identify topics of interest. There will be up to 24 sessions running consecutively between 9:00 am and noon.

The interactive career fair will follow with a wide variety of career and post-secondary institutions represented. Last year alone, over 700 students learned about their career and post-secondary opportunities through this event.

The event will close with an evening job fair to connect local job seekers with potential future employers.

Hosting an event of this magnitude can be very costly and we are kindly seeking your support. Your sponsorship dollars will cover such costs as:

- ✓ Bussing for students from local area schools
- ✓ Healthy snacks and refreshments for students and exhibitors
- ✓ Door prizes for students
- ✓ Advertising for the event

2

Appendix 1 for 7.3.: Funding Request



You can become a sponsor at the Gold, Silver or Bronze level. We would also gladly accept any donations of merchandise appropriate for student use, or gifts in kind

GOLD LEVEL \$3,000	SILVER LEVEL \$1,500	BRONZE LEVEL \$500
--------------------	----------------------	--------------------

*Gold and Silver level sponsors will be recognized as a contributor on all Career Quest 2014 advertising. Gold level sponsors will also be thanked in all radio advertising leading up to the event.

All sponsors for Career Quest 2014 will be recognized in the following ways:

- Company Logo prominently displayed at the event
- Thank-you advertisement in The Lac La Biche Post newspaper
- Acknowledgment and Thank-you on Portage College Facebook page

I know that you will find this event a worthwhile and strategic use of charitable donations. I very much look forward to your sponsorship and engagement in this event. To sponsor, please complete this attached sponsorship agreement form and return it to me by January 17, 2014.

You are also invited to participate in Career Quest through Career Fair or Job Fair. We will be following up with you in the coming weeks to discuss how you would most like to be involved.

If you have any questions please feel free to contact me at your convenience.

Sincerely,

A handwritten signature in black ink, appearing to read 'Andrew Whitson'.

Andrew Whitson, Marketing Specialist
Portage College
Box 417, 9531-94 Ave
Lac La Biche, AB T0A 2C0
P: 780-623-5581 F: 780-623-6681

Career Quest 2014

Sponsorship Form

Contact Information

Name of Individual or Company:	Date:
Contact Person:	Job Title:
Address:	Province:
City:	Postal Code:
Email:	Business Phone:
Website:	Fax Number:
Please use the following name in acknowledgements:	

Sponsorship Opportunities – Please check one

<input type="radio"/> Gold Level - \$3,000
<input type="radio"/> Silver Level - \$1,500
<input type="radio"/> Bronze Level - \$500
<input type="radio"/> Lunch Sponsor - \$2,000

Other Opportunities

Cash Donation \$
Prize donation - please describe:

Payment Options

Please find enclosed cheque in the amount of: \$	
Please invoice (to the address above)	
Visa Card Number:	Expiry Date:
Mastercard Card Number:	Expiry Date:
Authorized Signature:	Please print name:

Please send the completed form and payment to:

Andrew Whitson

Marketing Specialist, Portage College

andrew.whitson@portagecollege.ca

1-866-623-5551 ext.5581 (toll free)

780-623-5581 (office)

780-623-6681 (fax)

P.O. Box 417, 9531-94 Ave. Lac La Biche, AB T0A 2C0



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

Issue Summary Report

7.4. MGA CONSULTATION WORKSHOPS

#20131203001

Meeting : December 10, 2013

Meeting Date : 2013/12/10 10:00

Executive Summary

The Government of Alberta is scheduling regional MGA Review consultations to give Albertans a face-to-face opportunity to share their thoughts. Consultations will take place in early 2014.

Background

Local government affects our daily lives as Albertans, whether we live in rural areas, villages, towns or cities. The Municipal Government Act (MGA) defines how our municipalities function, the types of services they provide, how they raise funds for those services and more. During the MGA Review, the Alberta Government is consulting with Albertans across the province to hear about how we can build better communities.

The Government of Alberta is scheduling regional MGA Review consultations to give Albertans a face-to-face opportunity to share their thoughts. The consultations will be an optimal opportunity for municipal leaders to discuss the functionality of the MGA. There are a number of scheduled consultations that will take place in early 2014. Workshops will be held from February 5 to 7 in Edmonton and from February 19 to 21 in Vermilion. Specific times to follow shortly.

Recommendation

Council approve all Councillors to attend the days designated for elected officials and the appropriate administrative staff to attend the days designated for staff at the MGA Consultation Workshop in Edmonton or Vermilion.

Additional Information

Originated By : kattanasio



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

Issue Summary Report

7.5. EMERGING TRENDS MUNICIPAL LAW SEMINAR - FEBRUARY 20 #20131202013

Meeting : December 10, 2013

Meeting Date : 2013/12/10 10:00

Background

Brownlee LLP will be holding their annual Law Conference on Thursday, February 20, 2014 in Edmonton.

Recommendation

Motion to approve all of Council, Sheila Kitiz, Tim Mahdiuk, and other staff members as approved by administration to attend the Brownlee LLP law conference on Thursday February 20, 2014 in Edmonton.

Additional Information

Originated By : skitz



Emerging Trends In Municipal Law 2014

THE LATEST ISSUES IMPACTING MUNICIPALITIES

Leading Through the Crisis

Emergency management during the state of local emergency and after

Council Governance 2.0

Beyond the orientation basics

Runaway Boards

(Breakout Session – Topic 1)

How to ensure that municipally controlled corporations remain under municipal control and influence

Things That Go Bang in the Night

(Breakout Session – Topic 2)

Mitigating emergencies through land use planning

Bear Pit Session

Your Questions Answered

Calgary

Thursday, February 13, 2014

Coast Plaza Hotel & Conference Centre

1316 – 33rd Street, NE

Phone: 403.248.8888

8:00AM – 3:30PM (Reception to follow)

**Registration and Continental Breakfast
at 8:00AM**

Edmonton

Thursday, February 20, 2014

Northlands EXPO Centre

7300-116 Avenue

8:00AM – 3:30PM (Reception to follow)

**Registration and Continental Breakfast
at 8:00AM**

SEE REVERSE SIDE FOR REGISTRATION DETAILS

Practitioners in the following practice areas will be present throughout the day to answer your questions:

Administrative Law, Construction & Procurement, Employment & Labour, Environmental, Expropriations, Municipal Corporations, Municipal Enforcement, Municipal Utilities & Utility Regulation, Planning & Development, Privacy & Access to Information, Property Taxation and Assessment, Real Estate

Appendix 2 for 7.5.: Brownlee Information Sessions

From: Brownlee LLP [<mailto:brownleellp@brownleelaw.com>]

Sent: Wednesday, November 27, 2013 02:08 PM

To: Sheila Kitz

Subject: Brownlee LLP 2014 Emerging Trends in Municipal Law Seminar Invitation

Dear Sheila Kitz,

Please see the attached invite to Brownlee LLP's annual Emerging Trends in Municipal Law Seminar. Our deadline for registrations is January 17th, 2014 and we look forward to your response.

We would request that you circulate this invitation to any individuals in your municipality/organization that you feel would benefit from this seminar.

More detailed summaries of our Seminar Topics are here for your review:

Topic 1

Leading through the Crisis: Emergency Management during the State of Local Emergency and After

- Roles and responsibilities of the Emergency Management Team, Municipal Administration and Council
- Managing liability while managing the crisis
- Managing post-emergency challenges and practical considerations including records retention, communications and media strategies

Topic 2

Council Governance 2.0: Beyond the Orientation Basics

- Key bylaws and policies every Council should consider
- Best practices, tips and tricks for effective governance

Breakout Session #1

Runaway Boards: How to Ensure that Municipally Controlled Corporations Remain Under Municipal Control and Influence

- Strategies and best practices to align interests of municipally controlled entities with Council directions
- Good corporate governance generally
- Advice for entities controlled by a single municipality and those entities controlled by several municipalities

Breakout Session #2

Things that go Bang in the Night: Mitigating Emergencies through Land Use Planning

- Municipal strategies at the local and regional levels and in other forums
- Tools for recovering costs of emergency mitigation measures in the land use planning and development context

Thank you in advance and please e-mail/fax your registration to the address/fax # indicated on the attached form.

Should you have any questions please don't hesitate to contact our office.

Regards,

Brownlee LLP

This email was sent by Brownlee LLP. Please note that your email was found on the Municipal Affairs website, our personal contact list and/or an online directory. If you would like to update your information or would like to unsubscribe to any future Brownlee LLP emails, please reply to this email address. To be removed from our email list, please type "unsubscribed" into the subject line of the email. Thank you.

If you have any questions, you may send them to brownleellp@brownleelaw.com or to 2200 Commerce Place, 10155-102 Street, Edmonton, AB T5J 4G8.



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

Issue Summary Report

7.6. 2014 CONSTRUCTION EXPO CONFERENCE - MARCH 4-8

#20131204009

Meeting : December 10, 2013

Meeting Date : 2013/12/10 10:00

Background

The 2013 Construction Expo Conference will be held March 4-8, 2014 in Las Vegas and Leo deMoissac and Bobby Kinjerski have expressed interest in attending. Registration for the ConExpo Conference is \$395 and registration for the AAMD&C Conference is \$420. The AAMD&C Conference is scheduled to be held March 17-19, 2014. Information on the conference can be viewed at www.conexpoconagg.com.

In 2011, Council approved Leo and Bobby to attend the Construction Expo in Las Vegas and they received the same compensation for subsistence and accommodations as they would have received if they attended the AAMD&C Spring Convention. All other expenses were paid by the employees.

Recommendation

Motion to approve Leo deMoissac and Bobby Kinjerski to attend the Construction Conexpo Conference and pay the conference registration, hotels and flights.

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

7.7. 2014 INTERIM MUNICIPAL BUDGET

#20131202008

Meeting : December 10, 2013

Meeting Date : 2013/12/10 10:00

Background

The interim Operating and Capital Budget estimated number for 2014 are as follows:

Operating Revenues - \$ 29,900,000

Operating Expenditures - \$19,900,000

Capital - \$10,000,000

Section 242(2) of the M.G.A. states that Council may adopt an interim operating budget for part of a calendar year.

Recommendation

To approve the interim budget for the year 2014, as per section 242(2) of the M.G.A.

Additional Information

Originated By : skitz



County of St Paul No 19
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Issue Summary Report

7.8. COUNTY LIBRARY BOARD BUDGET

#20131204005

Meeting : December 10, 2013

Meeting Date : 2013/12/10 10:00

Background

The County Library Board budget is attached for Council consideration.

Recommendation

Motion to approve the Library Board Budget as per the recommendations of the County Library Board.

Additional Information

Originated By : skitz

Appendix 1 for 7.8.: Library Board Budget

COUNTY OF ST. PAUL NO. 19 LIBRARY BOARD BUDGET 2014			
			2013
Cash on Hand			4,400.96
Less 2012 Allocation Balances:			2,155.30
Less Expenses to Year End			2,200.00
			45.66
			8,095.00
			2014
Projected Revenue			
County of St. Paul Grant-MSI Operating Grant			37,303.00
County of St. Paul Grant-Additional Funding 2013			40,000.00
Proposed Funding 2014			25,000.00
Provincial Grant			32,291.00
G.S.T. Refund			500.00
Interest			15.00
			135,154.66
			118,204.00
Expenses Paid Out			
Northern Lights Membership			28,887.93
(\$4.8756 Per Capita @ 5,925 Population Count)			
Service Agreements:			
Elk Point			40,000.00
St. Paul			35,000.00
Allocation Funds:			
Ashmont			3,500.00
Mallaig			2,500.00
Advertising			500.00
ALTA Membership			125.00
Bank Charge			50.00
Board Conference			5,000.00
Board Meetings			3,000.00
Furniture & Equipment (computers)			9,000.00
Security Monitoring			0.00
Office Supplies			900.00
Staff Training/Travel			150.00
GST			1,000.00
			500.00
Total Projected Expenses			133,112.93
			118,196.50
Balance of Budget Remaining			2,041.73
			7.50
County Per Capita Funding			16.10
Provincial Average-Municipal Library Fund			12.53
			26.34



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

Issue Summary Report

7.9. AMENDMENTS TO LAND USE BYLAW AND MUNICIPAL DEVELOPMENT PLAN

#20131205002

Meeting : December 10, 2013

Meeting Date : 2013/12/10 10:00

Background

Further to discussions at the November Council meeting, Kryltle Fedoretz and Dennis Bergheim will be in to give a power point presentation regarding proposed amendments to the LUB and MDP. Based on the feedback from Council, the amendments will be made to the Land Use Bylaw and the Municipal Development Plan and then the bylaws will be brought back later in the meeting for first reading.

Recommendation

Motion to give first reading to Land Use Bylaw No. 2013-50.

Motion to give first reading to Municipal Development Plan No. 2013-51.

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. BYLAW NO. 2013-46 - FCSS BYLAW

#20131202016

Meeting : December 10, 2013

Meeting Date : 2013/12/10 10:00

Background

Bylaw No. 2013-46 was presented to the FCSS Board at their November 20th meeting. The board approved the Bylaw which represents changes in appointments from 3 year terms to 4 year terms so that that appointments are consistent with the Municipal Elections. The board made a motion to submit the Bylaw to Council for approval.

Recommendation

Motion to give first reading to bylaw No. 2013-46, FCSS Bylaw.

Motion to give second reading to Bylaw No. 2013-46.

Motion to present Bylaw No. 2013-46 at this meeting for third reading.

Motion to give third and final reading to Bylaw No. 2013-46.

Additional Information

Originated By : pcorbiere

COUNTY OF ST. PAUL NO. 19
BY-LAW NO. 2013-46

A Bylaw of the County of St. Paul No. 19 in the Province of Alberta to establish the Family and Community Support Services Board (FCSS) of the County of St. Paul.

WHEREAS, Section 145 of the Municipal Government Act. S.A. 2000, Chapter M-26 enables a Council to pass a bylaw to establish the functions of an FCSS Board.

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

1. Area

1.1 The County of St. Paul No. 19 FCSS Board will encompass the area designated as the County of St. Paul.

2. Purpose

The County of St. Paul No. 19 FCSS shall manage the ongoing development and operation of the FCSS Program within the Alberta Act and Regulations of Family and Community Support Services.

3. Membership

3.1 The County FCSS Board shall have a total of seven (7) members.

3.2 County Council shall appoint three (3) elected members to the FCSS Board for a four (4) year term.

Four (4) Board Members at large, shall be appointed by County Council for a four (4) year term. Although not a requirement, due consideration will be given to members-at-large from Divisions that are not represented by Council.

3.3 All appointed FCSS Board Members will serve as a people’s representative for the Municipality as a whole.

Remuneration will be paid as per section 4(f) of the Family and Community Support Services Regulations.

3.4 FCSS Board Members may be required to serve as a County FCSS representative on other Boards, Agencies or Committees.

3.5 If an appointed Board Member is absent from three (3) regular consecutive meetings without being authorized by a resolution of the FCSS Board, he/she will be disqualified from the Board.

4. Officers and Duties

4.1 Chairperson

The FCSS Board Chairperson shall be appointed by the elected County Council for a four year term.

Bylaw No. 2013-46
Page 2

The Chairperson shall in conjunction with the FCSS Director, plan monthly meetings, prepare Agendas, chair monthly meetings, appoint representatives or sub-committees and call special meetings if required.

4.2 Vice-Chairperson

The Vice-Chairperson shall be elected by the FCSS board for a four year term and will assume the Chairperson's role in the absence of the Chairperson.

4.3 Recording Secretary

The recording secretary shall be appointed by the FCSS Board to meet the needs of the FCSS Board.

5. Regular Meeting

- 5.1 The FCSS Board shall meet once a month at an established date, time and designated place agreed to by the membership.
- 5.2 Agenda items shall be submitted to the FCSS Director prior to the meeting date; however any board member may raise additional items not previously raised before the board. All unfinished business shall be forwarded to the next meeting.
- 5.3 A quorum for conducting business at a regular meeting shall not be less than four (4) members.

6. Bylaw No. 1599 is hereby repealed.

7. This Bylaw comes into effect upon its final passing thereof.

Read a first time in Council this 10th day of December, A.D. 2013.

Read a second time in Council this 10th day of December, A.D. 2013.

Read a third time in Council this 10th day of December, A.D. 2013.

Reeve

Chief Administrative Officer



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

Issue Summary Report

7.11. BYLAW NO. 2013-47 - BORROWING BYLAW - MASTER CARD ACCOUNT

#20131202006

Meeting : December 10, 2013

Meeting Date : 2013/12/10 10:00

Background

Bylaw No. 2013-47, Borrowing Bylaw, is being presented to Council to authorize borrowings of up to Twenty Thousand Dollars (\$20,000) from the Servus Credit Union to finance the Master Card Account.

Section 187 of the M.G.A. requires that every proposed bylaw must have 3 distinct and separate readings.

Recommendation

Motion to give first reading to Bylaw No. 2013-47, Master Card Borrowing Bylaw.

Motion to give second reading to Bylaw No. 2013-47.

Motion to present Bylaw No. 2013-47 at this meeting for third and final reading.

Motion to give third and final reading to Bylaw No. 2013-47.

Additional Information

Originated By : pcorbiere

**BORROWING BYLAW
MUNICIPAL - CURRENT EXPENDITURES**

MASTER CARD ACCOUNT

BYLAW NO. 2013-47

A BYLAW OF THE COUNTY OF ST. PAUL NO. 19 IN THE PROVINCE OF ALBERTA

WHEREAS the Council of the County of St. Paul No. 19 (hereafter called the "Corporation") in the Province of Alberta considers it necessary to borrow certain sums of money from time to time to meet current expenditures for the County of St. Paul Master Card Account for its financial year commencing **January 1, 2014**.

NOW THEREFORE, pursuant to the provisions of the Municipal Government Act and/or the County Act, it is hereby enacted by the Council of the Corporation as a Bylaw that:

1. The Corporation do borrow from Servus Credit Union Ltd., (hereafter called "Servus Credit Union") sums of money from time to time in the said financial year as required to meet current expenditures of the Corporation in the said financial year, provided that the total principal amount owed to Servus Credit Union at any one time hereunder shall not exceed the sum of **TWENTY THOUSAND DOLLARS (\$20,000.00)**.

2. The Mayor (or Reeve in the case of a County, if that person has the same functions and powers as a Mayor of a Municipality) and Treasurer be and they are hereby authorized for and on behalf of the Corporation:

(a) to apply to Servus Credit Union for the aforesaid loan to the Corporation; and

(b) to obtain advance of monies from Servus Credit Union in the said financial year through use of the Servus Credit Union Master Card, on a revolving basis; and

(c) to execute on behalf of the Corporation such bills, debentures, promissory notes or similar forms of obligation as Servus Credit Union may require as evidence of and security for all sums borrowed hereunder;

and each document executed as foresaid shall be valid and binding upon the Corporation according to its tenor, and Servus Credit Union shall never be bound to inquire whether such officers are observing the limitations on their authority as set forth in this Bylaw.

3. Notwithstanding the foregoing, the Mayor (or Reeve) and Treasurer shall apply such part of the foregoing sum authorized to be borrowed in repayment of previous borrowings of the Corporation such that all amounts borrowed and outstanding by the Corporation at any one time to Servus Credit Union and to all other persons, firms and corporations shall not exceed the amount of the taxes levied or estimated to be levied by the Corporation for the said financial year.
4. All sums borrowed as aforesaid or so much thereof as from time to time remain unpaid shall bear interest at a rate as prescribed by Master Card and such interest shall be calculated and due and payable monthly.
5. All sums authorized to be borrowed hereunder, including interest, shall be due and payable in full no later than December 31st of the said financial year, unless hereafter extended by authority of the Council of the Corporation.
6. As security for payment of money borrowed hereunder, the Corporation hereby charges to and in favor of Servus Credit Union the whole of the taxes levied or to be levied by the Corporation, requisitions made or to be made by the Corporation and all other money due or accruing due to the Corporation, and the Mayor or Reeve and Treasurer of the Corporation are hereby authorized on behalf and in the name of the Corporation to execute and deliver to Servus Credit Union such security documents as Servus Credit Union may require in relation to the foregoing charge. The said charge shall be collateral to the obligation of the Corporation to repay with interest all sums borrowed from Servus Credit Union and Servus Credit Union shall not be bound to recover any such taxes, requisitions or other monies before being entitled to payment from the Corporation.
7. In the event the Council of the Corporation decides to extend the said sum and Servus Credit Union is prepared to extend the said loan, any renewal or extended bill, debenture, promissory note or other obligation executed by the officers designated in paragraph 2 hereof and delivered to Servus Credit Union shall be valid and conclusive proof as against the Corporation of the decision to extend the loan in accordance with the terms of such renewal or extension bill, debenture, promissory note or other obligation, and Servus Credit Union shall not be bound to inquire into the authority of such officers to execute and delivery any such renewal or extension document.
8. This Bylaw comes into force on the final passing thereof.

CERTIFICATE

WE HEREBY CERTIFY that the foregoing Bylaw was duly passed and enacted by the Council of the Corporation therein mentioned at a duly and regularly constituted meeting thereof held on the **10th DAY OF DECEMBER, 2013** at which a quorum was present, as entered in the minutes of the said Council, and the said Bylaw is in full force and effect.

WITNESS our hands and the seal of the Corporation this 10th day of December, 2013.

Read a first time in Council this 10th day of December, A.D. 2013.

Read a second time in Council this 10th day of December, A.D. 2013.

Read a third time in Council this 10th day of December, A.D. 2013 and duly passed this 10th day of December, A.D. 2013.

Reeve

Chief Administrative Officer



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

Issue Summary Report

7.12. COUNTY CREDIT CARDS

#20131202009

Meeting : December 10, 2013

Meeting Date : 2013/12/10 10:00

Background

As per Credit Card policy ADM-77, we require a motion from Council to authorize staff to have a County credit card with their name on it. See policy attached.

Recommendation

Motion to approve Dennis Bergheim, Phyllis Corbiere, Janice Fodchuk, Leo deMoissac and DD Skawronski for a County Credit Card for the 2014 calendar year, as per policy ADM-77.

Additional Information

Originated By : pcorbiere

COUNTY OF ST. PAUL #19

Policy Number

ADM-77

Title

Credit Card

Page 1 of 3

Date Approved

March 13, 2012

Policy

To streamline processes and improve efficiency in relation to the receipt of goods and services, payment to suppliers and to support staff who travel on behalf of the County. In addition, to establish conditions of use for those individuals in the County who have been authorized by Council to carry a County of St. Paul Credit Card.

Eligibility:

1. The Reeve and Chief Administrative Officer shall be authorized to carry a County credit card.
2. All other staff as determined by Council resolution annually shall be authorized to carry a County credit card.

Limits:

The total credit limit of all cards shall be approved by Council by Bylaw each year. Credit limits on individual credit cards should be determined by the anticipated monthly expenditure required by the position held within the County. Individual credit limits will be determined by the Chief Administrative Officer or designate, but the total limits will not exceed the approval determined by Bylaw.



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

Issue Summary Report

7.13. BYLAW NO. 2013-48 - BORROWING BYLAW - CURRENT EXPENDITURES

#20131202007

Meeting : December 10, 2013

Meeting Date : 2013/12/10 10:00

Background

Bylaw No. 2013-48, Borrowing Bylaw, is being presented to Council to authorize borrowings of up to Seven Million Dollars (\$7,000,000) from the Servus Credit Union to finance the short term operations of the County.

Section 187 of the M.G.A. requires that every proposed bylaw must have 3 distinct and separate readings.

Recommendation

Motion to give first reading to Bylaw No. 2013-48, Short Term Borrowing for Current Expenditures.

Motion to give second reading to Bylaw No. 2013-48.

Motion to present Bylaw No. 2013-48 at this meeting for third and final reading.

Council to give third reading to Bylaw No. 2013-48.

Additional Information

Originated By : pcorbiere

BORROWING BYLAW

MUNICIPAL - CURRENT EXPENDITURES

BYLAW NO. 2013-48

A BYLAW OF THE COUNTY OF ST. PAUL NO. 19 IN THE PROVINCE OF ALBERTA

WHEREAS the Council of the County of St. Paul No. 19 (hereafter called the "Corporation") in the Province of Alberta considers it necessary to borrow certain sums of money from time to time to meet current expenditures of the Corporation for its financial year commencing **January 1, 2014**.

NOW THEREFORE, pursuant to the provisions of the Municipal Government Act and/or the County Act, it is hereby enacted by the Council of the Corporation as a Bylaw that:

1. The Corporation do borrow from Servus Credit Union Ltd., (hereafter called "Servus Credit Union") sums of money from time to time in the said financial year as required to meet current expenditures of the Corporation in the said financial year, provided that the total principal amount owed to Servus Credit Union at any one time hereunder shall not exceed the sum of **SEVEN MILLION DOLLARS (\$7,000,000.00)**.

2. The Mayor (or Reeve in the case of a County, if that person has the same functions and powers as a Mayor of a Municipality) and Treasurer be and they are hereby authorized for and on behalf of the Corporation:

(a) to apply to Servus Credit Union for the aforesaid loan to the Corporation; and

(b) to obtain advance of monies from Servus Credit Union in the said financial year by way of an overdraft on the Corporation's account at Servus Credit Union or pursuant to promissory notes or other evidence of indebtedness, as may be permitted or required by Servus Credit Union; and

(c) to execute on behalf of the Corporation such bills, debentures, promissory notes or similar forms of obligation as Servus Credit Union may require as evidence of and security for all sums borrowed hereunder;

and each document executed as foresaid shall be valid and binding upon the Corporation according to its tenor, and Servus Credit Union shall never be bound to inquire whether such officers are observing the limitations on their authority as set forth in this Bylaw.

3. Notwithstanding the foregoing, the Mayor (or Reeve) and Treasurer shall apply such part of the foregoing sum authorized to be borrowed in repayment of previous borrowings of the Corporation such that all amounts borrowed and outstanding by the Corporation at any one time to Servus Credit Union and to all other persons, firms and corporations shall not exceed the amount of the taxes levied or estimated to be levied by the Corporation for the said financial year.

4. All sums borrowed as aforesaid or so much thereof as from time to time remain unpaid shall bear interest at a rate per annum equal to the Prime Lending Rate established from time to time by Servus Credit Union and such interest shall be calculated and due and payable monthly.

5. All sums authorized to be borrowed hereunder, including interest, shall be due and payable in full no later than December 31st of the said financial year, unless hereafter extended by authority of the Council of the Corporation.

6. As security for payment of money borrowed hereunder, the Corporation hereby charges to and in favor of Servus Credit Union the whole of the taxes levied or to be levied by the Corporation, requisitions made or to be made by the Corporation and all other money due or accruing due to the Corporation, and the Mayor or Reeve and Treasurer of the Corporation are hereby authorized on behalf and in the name of the Corporation to execute and deliver to Servus Credit Union such security documents as Servus Credit Union may require in relation to the foregoing charge. The said charge shall be collateral to the obligation of the Corporation to repay with interest all sums borrowed from Servus Credit Union and Servus Credit Union shall not be bound to recover any such taxes, requisitions or other monies before being entitled to payment from the Corporation.

7. The repayment of the money borrowed hereunder shall come from taxes collected for the current fiscal year and will be repaid to the Servus Credit Union by June 30 of that year.

8. In the event the Council of the Corporation decides to extend the said sum and Servus Credit Union is prepared to extend the said loan, any renewal or extended bill, debenture, promissory note or other obligation executed by the officers designated in paragraph 2 hereof and delivered to Servus Credit Union shall be valid and conclusive proof as against the Corporation of the decision to extend the loan in accordance with the terms of such renewal or extension bill, debenture, promissory note or other obligation, and Servus Credit Union shall not be bound to inquire into the authority of such officers to execute and delivery any such renewal or extension document.

9. This Bylaw comes into force on the final passing thereof.

CERTIFICATE

WE HEREBY CERTIFY that the foregoing Bylaw was duly passed and enacted by the Council of the Corporation therein mentioned at a duly and regularly constituted meeting thereof held on the **10th DAY OF DECEMBER, 2013** at which a quorum was present, as entered in the minutes of the said Council, and the said Bylaw is in full force and effect.

WITNESS our hands and the seal of the Corporation this 10th day of December, 2013.

Read a first time in Council this 10th day of December, A.D. 2013.

Read a second time in Council this 10th day of December, A.D. 2013.

Read a third time in Council this 10th day of December, A.D. 2013 and duly passed this 10th day of December, A.D. 2013.

Reeve

Chief Administrative Officer



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

Issue Summary Report

7.14. BYLAW NO. 2014-01 - FEE SCHEDULE BYLAW

#20131202015

Meeting : December 10, 2013

Meeting Date : 2013/12/10 10:00

Background

Bylaw No. 2014-01, Fee Schedule Bylaw, is being presented to Council to update the current fee Schedule Bylaw to reflect any rate changes that were approved over the course of the year and to include proposed changes. The proposed changes are in red.

When this bylaw is approved, Bylaw No. 2013-03 will be repealed.

Recommendation

Motion to give first reading to Bylaw No. 2014-01, Fee Schedule Bylaw.

Motion to give second reading to Bylaw No. 2014-01.

Motion to present Bylaw No. 2014-01 at this meeting for third and final reading.

Motion to give Bylaw No. 2014-01 third reading.

Additional Information

Originated By : pcorbiere

COUNTY OF ST. PAUL NO. 19

BYLAW NO. 2014-01

A Bylaw of the County of St. Paul No. 19 in the Province of Alberta to establish a Fee Schedule Bylaw.

WHEREAS, pursuant to provisions of the Municipal Government Act, 2000, Chapter M-26.1 with amendments thereto it is deemed desirable to set fees for goods and services provided or made available by the County of St. Paul;

WHEREAS, the fees approved by this bylaw will replace existing fees in a number of bylaws; and

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

1. The Schedule of Fees, attached to and forming Schedule “A” of this bylaw is adopted;
2. Schedule A to this bylaw will be reviewed by Council on an annual basis; and
3. The fees contained in the following bylaws are repealed and replaced by the fees approved by this bylaw:

Bylaw 1179	Cash Deposit – Municipal Elections
Bylaw 1275	Noise Bylaw
Bylaw 1304	Assessment Appeals
Bylaw 1313	Dog Control Bylaw
Bylaw 1401	Fire Protection Bylaw
Bylaw 1426	Off Highway Vehicle Bylaw
Bylaw 1445	Cemetery Bylaw
Bylaw 1484	Corridor Regulation Bylaw
Bylaw 1555	Subdivision processes and appeals Bylaw
Bylaw 1556	Airport Committee Bylaw
Bylaw 1568	Records and Data Retrieval Bylaw
Bylaw 1574	Utilities Bylaw
Bylaw 1624	Tax Penalty Bylaw

This Bylaw comes into force and effect upon its final passing thereof.

Appendix 1 for 7.14.: 2014-01 - Fee Schedule Bylaw

Read a first time in Council this 10th day of December, A.D. 2013.

Read a second time in Council this 10th day of December, A.D. 2013.

Read a third time in Council and duly passed this 10th day of December, A.D. 2013.

Reeve

Chief Administrative Officer

Schedule A

Administration- 12**Credit Cards**

Credit card acceptance fee	3%
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Data Retrieval

Administration Fee	\$10.00 per 1/4 hour
Photocopying Fee	No charge for first 50 pages \$0.25/page for each additional page (Provided on CD or DVD) - \$5.00
Electronic Copy Fee	Cost of retrieval + 10%
Outside Retrieval Fee	

Election Deposit (cash)

	\$100.00
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NSF Cheques

	\$20.00
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Promotional Items (Shirts, Caps, Flags etc.)

	Cost Recovery
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Geographical Information System

Custom GIS Mapping/ Analysis	\$65.00
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Maps

County Land Ownership	\$15.00
Parcel Map 8.5"x11"	\$5.00 for non owners
Parcel Map 11" x 17"	\$5.00 for non owners
Parcel Map 18"x24"	\$10.00
Subdivision	\$0 for owners
Subdivision	\$5 for non owners
Map Binder of all Subdivisions	\$75.00
Postage on Map Sales	\$10.00 (\$13.00)

Ortho Photo

8.5"x11"	\$10.00 for non owner
11" x 17"	\$12.00 for non owner
18" x 24"	\$12.00 for non owner
No mass sales as per agreement	

Rural Address

Rural Address Binders	\$100.00
Rural Address Replacements Signs	Cost Recovery
Rural Address New Signs	\$0

Assessment & Taxation

Tax Certificates	\$20.00
Tax Searches	\$20.00
Re-print Tax Notices	\$10.00
Assessment Appeals- Residential	\$50.00
Assessment Appeals- Non Residential (refundable if Successful)	\$200.00

Appendix 1 for 7.14.: 2014-01 - Fee Schedule Bylaw

Assessment Records to Landlord	\$0
Assessment Records to Firms (per roll number)	\$20.00
<u>Tax Notifications</u>	
Registering Tax Notification	\$25.00
Discharge Tax Notification	\$0
<u>Tax Recovery Process</u>	
Admin Fee	As per MGA 427(1)(d)
Final Acquisition	No Charge
Revival of Title	Cost
Tax Sale	\$50.00
<u>County Office</u>	
Lower Level Board Room- ½ day	\$50.00
Lower Level Board Room -1 day	\$75.00
<u>Noise Bylaw Offence</u>	
1 st Offence	\$100.00
2 nd Offence	\$200.00
3 rd Offence	\$500-\$2500
<u>Off Highway Vehicle</u>	
1 st Offence	\$50.00
2 nd Offence & Subsequent	\$100.00
<u>Speed Control</u>	
	\$75.00 - Over 10 km/hr
	\$150.00- Over 20 km/hr
	\$350.00 – Over 30 km/hr
	\$500.00 – Over 40 km/hr
<u>Muni-Corr</u>	
Guilty of an Offence- 1 st Offence	\$1,000.00
2 nd offence	\$2,000.00
<u>Penalties Unpaid Taxes</u>	
July 1 st	3%
December 1 st	10%
February 1 st	10%
<u>Access to Information (FOIP)</u>	
	As per Freedom of Information & Protection of Privacy Regulations
<u>Safety Codes Act Offences</u>	
	As per Safety Codes Act
Fire-23	
<u>Fire</u>	
Extinguish Fire Call	\$300.00
Open Air Fires:	
1 st Offence	Not to Exceed \$5000.00
2 nd & Subsequent Offences	Not to Exceed \$10,000.00

Appendix 1 for 7.14.: 2014-01 - Fee Schedule Bylaw

District Fire Dept Responds

District Fire Dept Responds	\$250.00 each Hour or Fraction
Each additional fire fighter	\$20.00 per hour portion
Anyone not complying with Bylaw	
- 1 st Offence	\$300.00
- 2 nd Offence within one year period	\$500.00
- 3 rd Offence or subsequent offence within one year period	\$1,000.00
Issuance of a Violation Ticket	Not less than \$300.00 & not more than \$10,000.00

PW 32

Cemeteries

Interment Plots- 5'x10'	\$600.00
One Cremation in existing Plot	\$200.00
2 nd Interment in existing Plot	\$300.00

Cremation Plots

5'x10'	\$600.00
2 nd interment in same plot	\$200.00

Newborn/ Infant Plots

\$200.00

Snow Plow Flags

\$20.00/ one time plow

Gravel- Private Sales

\$15.00/ yd delivered – 1st 20 cubic yds
 \$25.00/ yd delivered – max 80 cubic yds
 \$10.00/ yd self haul - 1st 20 cubic yds
 \$20.00/ yd self haul – max 80 cubic yds

Custom Grader Work

\$60.00/hr

Unightly Properties

\$250 Administration Fee on any cleanup

Airport -33

Airport Parking Fees- Grass	-\$200.00 per unit per year -\$125.00 per unit per half-year (six months) -\$ 5.00 per unit maximum (overnight fee) charge(48Hours) or \$10.00/week \$5.00 per unit plug-in fee
Aircraft Parking Fees- Tarmac	\$10.00 per day (min Of four hours) or \$100.00 per month \$100.00 per day for agricultural spray planes
Hangar Land Lease Rates	As per Agreement approved by the St. Paul Airport Committee.

Notes: i) Fees for Grass area will not be applied to aircraft on lease lot

Water & Sewer 41/42

Monthly Utility Rates

Lottie Lake

-Water Service Fee	\$20.00
-Consumption (Water - \$1.25 per cubic meter)	

Mallaig

-Water Service Fee	\$12.00
-Sewer Service Fee	\$20.00
-Consumption- (Water- \$1.35 per cubic meter)	

Ashmont

-Water Service Fee	\$12.00
-Sewer Service Fee	\$10.00
-Consumption- (\$1.50 per cubic meter)	

Ashmont Regional

-Service charge	\$50.85
-Consumption (Water-\$0.54 per cubic Meter)	

Elk Point Regional

-Service charge	\$51.64
-Consumption (Water-\$1.40 per cubic Meter)	

Exceptions to the above rates are as follows

Mallaig

Account No.	Name	Amount	Service
20049.1	Mallaig Arena	\$20.00/\$20.00	Flat Water/Sewer
20054.1	Heritage Homes	\$92.00	Flat Sewer
20055.1	Mallaig School	\$284.00	Flat Sewer
20077.1	Mallaig Curling Rink/Hall	\$20.00/\$20.00	Flat Water/Sewer

Ashmont

30009.1	Ashmont School	\$200.00	Flat Sewer
30012.1	Heritage Homes	\$50.00	Flat Sewer
30002.1	Ashmont Agriplex	\$12.00/\$10.00	Flat Water/Sewer

Sewer Work	\$30.00/ hour, Minimum of 2 hours
Frozen water Line	\$30.00/ hour, Minimum of 2 hours
Valve Change	Hourly Rate, Plus Parts
Frost Plate	\$20.00
Power Auger	\$30.00/ hour, Minimum of 2 hours
Water Thawer	\$30.00/ hour, Minimum of 2 hours
Snake	\$30.00/ hour, Minimum of 2 hours

Anyone who contravenes any provisions & is found Guilty:	Not less than \$1000.00 & not more than \$2500.00
Reconnection Fee	\$50.00
Not a Registered Owner	\$150.00

Appendix 1 for 7.14.: 2014-01 - Fee Schedule Bylaw

Connection to Regional Line

At Cost

Summer Residents

For Any Additional Connections/ Disconnections Per year
A Minimum of 5 months a year

\$30.00
charge for 5 months whether they remain
for the full five months or not

New Water Service Connection

\$1500.00 Incl. cc valve, stem & casing,
water meter, & inspection

Service Connection

\$1000.00 (includes inspection)

Waste- 43

Waste Bin Rental Fees

3 yard bin:

- Once per month	\$64.80
- Every 2 Weeks	\$75.60
- Once per Week	\$86.40

4 yard bin:

- Once per month	\$75.60
- Every 2 Weeks	\$86.40
- Once per Week	\$97.20

6 Yard Bin:

- Once per month	\$ 81.00
- Every 2 Weeks	\$ 91.80
- Once per Week	\$102.60

Commercial Rentals will be charged extra monthly \$ 25.00

Roll off bin

- Monthly	\$135.00
- Weekly	\$ 33.75

-Plus Bin delivery/removal: \$110.00/hr

-Plus Landfill Tipping Fee: As Per site attendant

Agriculture Service Board-62

Dog Fines

Offence	Violation Tag Penalty	1st Offence Penalty for Violation Ticket	2nd Offence Penalty for Violation Ticket
Dog at large			
- Vicious Dogs	\$100.00	\$250.00	\$500.00
- Restricted Dogs	\$100.00	\$250.00	\$500.00
- Other Dogs	\$ 50.00	\$250.00	\$500.00
- Female in heat	\$ 20.00	\$ 30.00	\$ 50.00
- Barking, Howling	\$ 20.00	\$ 30.00	\$ 50.00
- Damage to property	\$ 20.00	\$ 30.00	\$ 50.00
- Dog in prohibited area	\$ 20.00	\$ 30.00	\$ 50.00
- More than 2 dogs on property	\$ 20.00	\$ 30.00	\$ 50.00
- Threatening/ attacking a person	\$ 20.00	\$ 30.00	\$ 50.00

Appendix 1 for 7.14.: 2014-01 - Fee Schedule Bylaw

- Chasing a person	\$ 20.00	\$ 30.00	\$ 50.00
Attacking, harassing, injuring or killing an animal	\$ 20.00	\$ 30.00	\$ 50.00
Vicious or restricted dog not confined or on leash	\$30.00 100.00	\$250.00	\$500.00
Interfering with Dog Control Off.	\$ 30.00	\$ 50.00	\$100.00

Agriculture - Rental Equipment

Rental Equipment	Damage Deposit	Rental
- Post Pounder	\$100.00	\$80.00/day \$160.00/day
- Cattle Weigh Scale (Imperial)	\$ 50.00	\$20.00
- Portable Corrals and Loading Chute	\$ 50.00	\$20.00
- Insecticide Sprayer 200 gal	\$ 50.00	\$43.00
- Herbicide Sprayer 175 gal	\$ 50.00	\$43.00
- Tree Planter	\$ 50.00	N/C
- Skunk Traps	\$ 20.00	N/C
- 16' Land roller \$3.00/ac minimum charge \$225.00		
- 30' Land roller \$3.00/ac minimum charge \$300.00		

Mouse Poison

\$2.00/bag

Beaver Control

\$200/dam removed

Planning & Development- 66

Planning Documents

Land Use Bylaw- Document	\$25.00
Land Use Bylaw- Disc	\$10.00
Municipal Development Plan- Document	\$25.00
Municipal Development Plan- Disc	\$10.00
Area Structure Plan- Document	\$25.00
Area Structure Plan-Disc	\$10.00
St. Paul InterMunicipal Development Plan- Document	\$25.00
St. Paul InterMunicipal Development Plan- Disc	\$10.00
Elk Point InterMunicipal Development Plan- Document	\$25.00
Elk Point InterMunicipal Development Plan- Disc	\$10.00

Subdivision Applications

Application Fee	\$400.00 plus \$150.00 per lot to be created
Endorsement Fee	\$100.00 per lot
Extension (1year)	\$100.00 per file
Municipal Reserve	Cash in lieu - \$900.00 per acre
Appeal Fee	\$200.00
Requests for time extensions	\$100 – Sec. 657(6) of the Act made to the subdivision Authority

Appendix 1 for 7.14.: 2014-01 - Fee Schedule Bylaw

Copy of Current Land Title	\$20.00
Copy of ERCB Abandoned Well Records	\$20.00

Development Permits

Portable Accessory Building, Deck	\$ 50.00
-If all distances are met-	\$100.00
-If we have to advertise-	\$200.00
Access Dev. on Municipal Res. less than 5 meters in length	\$ 50.00
Access Dev. on Municipal Res. more than 5 meters in length	\$100.00
Signs	\$ 25.00 per \$1000.00 value of construction
Development - Secondary RV Unit	\$ 50.00 per year
Development of County Ordered Structures; Not requiring a Permit Appeal	\$200.00

Building Permits

Residential - Permit Fee

Single Family Dwelling (Main Floor & Second Floor)	\$0.47/sq.ft. + scc levy
Single Family Dwelling (Attached Garage)	\$0.07/sq.ft. + scc levy
<i>Minimum Fee: \$300.00; Maximum Fee \$1,000.00 (attached garage not included)</i>	
Building - Access Development on Municipal Reserve less than 5 meters in length	\$50.00 + scc levy
Building - Access Development on Municipal Reserve more than 5 meters in length	\$100.00 + scc levy

Modular/Mobile Home/ RTM

Home Relocation on Foundation, Basement or Crawlspace (minimum permit fee \$350.00)	\$0.30/sq.ft. + scc levy
Modular/RTM (minimum permit fee \$300.00)	\$0.25/sq.ft. + scc levy
Manufactured Home (Mobile Home)	\$200.00 + scc levy
Additions, Renovations, Basement Development (minimum permit fee \$125.00 ** maximum permit fee \$300.00)	\$0.25/sq.ft. + scc levy

Demolitions (Residential)

Residential Demolition	\$100.00 + scc levy No Charge
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Minor Residential

Garage/shop (over 250sq.ft.) (minimum permit fee \$125.00 + scc levy)	\$0.25/sq.ft. + scc levy
Cold Storage Shop/unheated (minimum fee \$125.00 + maximum fee \$300.00 + scc levy)	\$0.25/sq.ft. + scc levy
Carport (minimum permit fee \$100.00 + scc levy)	\$0.18/sq.ft. + scc levy
Garden Storage Shed (250 sq. ft and under)	\$75.00 + scc levy
<i>Sheds (144 sq.ft. and under do not require a development permit)</i>	
Additions (minimum permit fee \$125.00)	\$0.25/sq.ft. + scc levy
Decks (500 sq.ft. and under), if not included in new construction	\$50.00. + scc levy

Appendix 1 for 7.14.: 2014-01 - Fee Schedule Bylaw

Decks (over 500 sq.ft.), if not included in new construction	\$100.00. + scc levy
Gazebo (250 sq.ft. and under)	\$75.00+ scc levy
Gazebo (over 250 sq.ft.) minimum permit fee \$125.00 + scc levy	\$0.25/sq.ft. + scc levy
Wood Burning Stove, Fireplace (if not included in new construction)	\$100.00 + scc levy
Outdoor Privy (complete with holding tank)	\$100.00 + scc levy

Commercial: New & Renovations- Total Permit Fee (per \$1,000 Value)

First \$1,000,000	\$5.00 + scc levy
Over \$1,000,000	\$3.00 + scc levy
Minimum Fee: \$300.00	

Demolition (Commercial)

Commercial Demolition	\$150.00 + scc levy
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Compliance Certificates

Compliance Certificates	\$125.00
<i>Add 4% Safety Codes Council fee for each Permit issued with a minimum of \$4.50 and a maximum of \$560.00</i>	

Electrical Permit

New Residential Single Family Dwellings, Additions, Attached Garage

Square Footage	Home Owner Fee	Contractor Fee
Up to 1200	\$130.00 + scc levy	\$100.00 + scc levy
1201-1500	\$135.00 + scc levy	\$105.00 + scc levy
1501- 2000	\$140.00 + scc levy	\$110.00 + scc levy
2001-2500	\$150.00 + scc levy	\$120.00 + scc levy
2501-3500	\$160.00 + scc levy	\$130.00 + scc levy
Over 3500	\$160.00 + \$0.10 / sq ft	\$130.00 plus \$0.10 /sq ft.
RTM Home/Mobile Home	\$100.00 + scc levy	\$100.00 + scc levy

*Other than New Single Family Residential
(basement development, garage, addition, renovation, minor work)*

Detached Garage/Accessory Building

Square Footage	Home Owner Fee	Contractor Fee
Up to 1200 sq. ft.	\$100.00 + scc levy	\$75.00 + scc levy
Over 1200 sq. ft.	\$100.00 + \$0.10 / sq. ft.	\$75.00 + \$0.10 / sq. ft.
Maximum Permit Fee \$150.00 + scc levy		

Basement Development/Renovations

Square Footage	Home Owner Fee	Contractor Fee
Up to 1200	\$100.00 + scc levy	\$75.00 + scc levy
Over 1200 sq.ft.	\$100.00 + \$0.10 / sq. ft.	\$75.00 + \$0.10 / sq. ft. + scc levy

Appendix 1 for 7.14.: 2014-01 - Fee Schedule Bylaw

Maximum Permit Fee \$150.00 + scc levy	
Permanent Service Connection Only	\$50.00 + scc levy
Temporary Power/Underground Service	\$50.00 + scc levy
Annual Electrical Permit	\$400.00 + scc levy

Add 4% Safety Codes Council Fee for each Permit issued with a minimum of \$4.50 and a maximum of \$560.00

Electrical

Non- Residential Installations

Installation Cost	Permit Fee - not including SCC levy*	Installation cost	Permit Fee - not including SCC levy*
0 - 1,000.00	\$75.00	38,001.00 - 39,000.00	\$430.00
1,001 - 1,500.00	\$85.00	39,001.00 - 40,000.00	\$445.00
1,500.01 - 2,000.00	\$95.00	40,001.00 - 41,000.00	\$460.00
2,000.01 - 2,500.00	\$100.00	41,001.00 - 42,000.00	\$475.00
2,500.01 - 3,000.00	\$105.00	42,001.00 - 43,000.00	\$490.00
3,000.01 - 3,500.00	\$110.00	43,001.00 - 44,000.00	\$505.00
3,500.01 - 4,000.00	\$120.00	44,001.00 - 45,000.00	\$520.00
4,000.01 - 4,500.00	\$130.00	45,001.00 - 46,000.00	\$535.00
4,500.01 - 5,000.00	\$135.00	46,001.00 - 47,000.00	\$550.00
5,000.01 - 5,500.00	\$140.00	47,001.00 - 48,000.00	\$565.00
5,500.01 - 6,000.00	\$145.00	48,001.00 - 49,000.00	\$580.00
6,000.01 - 6,500.00	\$150.00	49,001.00 - 50,000.00	\$595.00
6,500.01 - 7,000.00	\$155.00	50,001.00 - 60,000.00	\$610.00
7,000.01 - 7,500.00	\$160.00	60,001.00 - 70,000.00	\$625.00
7,500.01 - 8,000.00	\$175.00	70,001.00 - 80,000.00	\$640.00
8,000.01 - 8,500.00	\$180.00	80,001.00 - 90,000.00	\$655.00
8,500.01 - 9,000.00	\$185.00	90,001.00 - 100,000.00	\$680.00
9,000.01 - 9,500.00	\$190.00	100,001.00 - 110,000.00	\$705.00
9,500.01 - 10,000.00	\$195.00	110,001.00 - 120,000.00	\$730.00
10,000.01 - 11,000.00	\$205.00	120,001.00 - 130,000.00	\$755.00
11,000.01 - 12,000.00	\$215.00	130,001.00 - 140,000.00	\$780.00
12,000.01 - 13,000.00	\$225.00	140,001.00 - 150,000.00	\$805.00
13,000.01 - 14,000.00	\$230.00	150,001.00 - 160,000.00	\$830.00
14,000.01 - 15,000.00	\$235.00	160,001.00 - 170,000.00	\$855.00
15,000.01 - 16,000.00	\$240.00	170,001.00 - 180,000.00	\$880.00
16,000.01 - 17,000.00	\$245.00	180,001.00 - 190,000.00	\$905.00

Appendix 1 for 7.14.: 2014-01 - Fee Schedule Bylaw

17,000.01 - 18,000.00	\$255.00	190,001.00 - 200,000.00	\$930.00
18,000.01 - 19,000.00	\$260.00	200,001.00 - 210,000.00	\$955.00
19,000.01 - 20,000.00	\$265.00	210,001.00 - 220,000.00	\$1,005.00
20,000.01 - 21,000.00	\$270.00	220,001.00 - 230,000.00	\$1,055.00
21,000.01 - 22,000.00	\$275.00	230,001.00 - 240,000.00	\$1,105.00
22,000.01 - 23,000.00	\$280.00	240,001.00 - 250,000.00	\$1,155.00
23,000.01 - 24,000.00	\$285.00	250,001.00 - 300,000.00	\$1,205.00
24,000.01 - 25,000.00	\$290.00	300,001.00 - 350,000.00	\$1,255.00
25,000.01 - 26,000.00	\$295.00	350,001.00 - 400,000.00	\$1,330.00
26,000.01 - 27,000.00	\$305.00	400,001.00 - 450,000.00	\$1,405.00
27,000.01 - 28,000.00	\$315.00	450,001.00 - 500,000.00	\$1,480.00
28,000.01 - 29,000.00	\$325.00	500,001.00 - 550,000.00	\$1,555.00
29,000.01 - 30,000.00	\$335.00	550,001.00 - 600,000.00	\$1,630.00
30,000.01 - 31,000.00	\$345.00	600,001.00 - 650,000.00	\$1,730.00
31,000.01 - 32,000.00	\$355.00	650,001.00 - 700,000.00	\$1,830.00
32,000.01 - 33,000.00	\$365.00	700,001.00 - 750,000.00	\$1,930.00
33,000.01 - 34,000.00	\$375.00	750,001.00 - 800,000.00	\$2,030.00
34,000.01 - 35,000.00	\$385.00	800,001.00 - 850,000.00	\$2,130.00
35,000.01 - 36,000.00	\$395.00	850,001.00 - 900,000.00	\$2,280.00
36,000.01 - 37,000.00	\$405.00	900,001.00 - 950,000.00	\$2,430.00
37,000.01 - 38,000.00	\$415.00	950,001.00 - 1,000,000.00	\$2,580.00

Add 4% Safety Codes Council fee for each Permit issued with a minimum of \$4.50 and a maximum of \$560.00

Gas Permit Fee Schedule

New Residential Single Family Dwellings

Square Footage	Home Owner Fee	Contractor Fee
Up to 1200	\$130.00 + scc levy	\$100.00 + scc levy
1201-1500	\$135.00 + scc levy	\$105.00 + scc levy
1501-2000	\$140.00 + scc levy	\$110.00 + scc levy
2001-2500	\$150.00 + scc levy	\$120.00 + scc levy
2501-3500	\$160.00 + scc levy	\$130.00 + scc levy
Over 3500	\$160.00 + \$0.10 / sq ft	\$130.00 + \$0.10 / sq ft
RTM Home/Mobile Home		\$100.00 + scc levy
Minor Work (replace furnace, hot water tank)		\$60.00 + scc levy

Number of Outlets	Home Owner Fee	Contractor Fee
1 to 3	\$125.00 + scc levy	\$100.00 + scc levy
4	\$130.00 + scc levy	\$105.00 + scc levy
5	\$135.00 + scc levy	\$110.00 + scc levy
6	\$140.00 + scc levy	\$115.00 + scc levy
7	\$145.00 + scc levy	\$120.00 + scc levy

Appendix 1 for 7.14.: 2014-01 - Fee Schedule Bylaw

8	\$150.00 + scc levy	\$125.00 + scc levy
9	\$155.00 + scc levy	\$130.00 + scc levy
10	\$160.00 + scc levy	\$135.00 + scc levy
Over 10	\$160.00 + \$10.00/outlet over 10	\$135.00 + \$10.00/outlet over 10

Description	Permit Fee - not including SCC Levy
Propane Tank Set (does not include connection to appliance)	\$100.00 + scc levy
Temporary Heat	\$75.00 + scc levy

Gas for Non-Residential

BTU Input	Permit Fee not including SCC Levy
0 to 150,000	\$100.00
150,001 to 250,000	\$110.00
250,001 to 350,000	\$120.00
350,001 to 500,000	\$130.00
500,001 to 750,000	\$150.00
750,001 to 1,000,000	\$170.00
Over 1,000,000	\$170.00 + \$50.00 / 1,000,000 (or portion of) over 500,000 BTU

Description

Residential Propane Tank Set (does not include connection to appliance)	\$50.00 + scc levy
Propane Tank Set (does not include connection to appliance) Add \$50.00 for each additional tank set Add \$50.00 when connecting to vaporizer	\$100.00 + scc Levy

Temporary Heat

BTU's	Permit Fee-Not including SCC levy
0 to 250,000	\$100.00
250,001 to 500,000	\$225.00
Over 500,000	\$225.00 + \$10.00 / 100,00 BTU (or Portion of) over 500,000 BTU

Add 4% Safety Codes Council Fee for each Permit Issued with a Minimum of \$4.50 and a Maximum of \$560.00

Plumbing- New Residential Single Family Dwellings

Square Footage	Home Owner Fee	Contractor Fee
Up to 1200	\$130.00 + scc levy	\$100.00 + scc levy
1201-1500	\$135.00 + scc levy	\$105.00 + scc levy
1501-2000	\$140.00 + scc levy	\$110.00 + scc levy
2001-2500	\$150.00 + scc levy	\$120.00 + scc levy
2501-3500	\$160.00 + scc levy	\$130.00 + scc levy
Over 3500	\$160.00 + \$0.10 / sq. ft.	\$130.00 + \$0.10 / sq. ft.

RTM Home/Mobile Home

\$100.00 + scc levy

Minor Work

\$60.00 + scc levy

Number of Fixtures	Home Owner Fee	Contractor Fee
1	\$125.00 +scc levy	\$100.00 + scc levy
2	\$125.00 + scc levy	\$100.00 + scc levy
3	\$125.00 + scc levy	\$100.00 + scc levy
4	\$125.00 + scc levy	\$100.00 + scc levy
5	\$130.00 + scc levy	\$105.00 + scc levy
6	\$130.00 + scc levy	\$105.00 + scc levy
7	\$135.00 + scc levy	\$110.00 + scc levy
8	\$140.00 + scc levy	\$115.00 + scc levy
9	\$145.00 + scc levy	\$120.00 + scc levy
10	\$150.00 + scc levy	\$125.00 + scc levy
11	\$155.00 + scc levy	\$130.00 + scc levy
12	\$160.00 + scc levy	\$135.00 + scc levy
13	\$165.00 + scc levy	\$140.00 + scc levy
14	\$170.00 + scc levy	\$145.00 + scc levy
15	\$175.00 + scc levy	\$150.00 + scc levy
16	\$180.00 + scc levy	\$155.00 + scc levy
17	\$185.00 + scc levy	\$160.00 + scc levy
18	\$195.00 + scc levy	\$170.00 + scc levy
19	\$200.00 + scc levy	\$175.00 + scc levy
20	\$205.00 + scc levy	\$180.00 + scc levy
Over 20	\$205.00 + \$5.00 / fixture over 20	\$180.00 + \$5.00 / fixture over 20

Private Sewage Permit

Description	Home Owner Fee	Contractor Fee
Holding Tank	\$80.00 + scc levy	\$60.00 + scc levy
Open Surface Discharge	\$160.00 + scc levy	\$120.00 + scc levy
Fields / Mounds	\$160.00 + scc levy	\$120.00 + scc levy
Any system with Treatment Plant	\$400.00 + scc levy	\$200.00 + scc levy

Appendix 1 for 7.14.: 2014-01 - Fee Schedule Bylaw

Add 4% Safety Codes Council Fee for each Permit Issued with a Minimum of \$4.50 and a Maximum of \$560.00

Electrical Permit - New Residential Single Family Dwellings, Additions, Attached Garage

Square Footage	Home Owner Fee	Contractor Fee
Up to 1200	\$130.00 + scc levy	\$100.00 + scc levy
1201-1500	\$135.00 + scc levy	\$105.00 + scc levy
1501-2000	\$140.00 + scc levy	\$110.00 + scc levy
2001-2500	\$150.00 + scc levy	\$120.00 + scc levy
2501-3500	\$160.00 + scc levy	\$130.00 + scc levy
Over 3500	\$160.00 + \$0.10 / sq. ft.	\$130.00 + \$0.10 / sq. ft.
RTM Home/Mobile Home	\$100.00 + scc levy	\$100.00 + scc levy

Other than New Single Family Residential (basement development, garage, addition, renovation, minor work)

Detached Garage/ Accessory Building

Square Footage	Home Owner Fee	Contractor Fee
Up to 1200 sq.ft.	\$100.00 + scc levy	\$75.00 + scc levy
Over 1200 sq.ft.	\$100.00 + \$0.10 / sq.ft.	\$75.00 + \$0.10 / sq.ft.

Maximum Permit Fee \$150.00 + scc levy

Basement Development/ Renovations

Square Footage	Home Owner Fee	Contractor Fee
Up to 1200sq.ft.	\$100.00+ scc levy	\$75.00 + scc levy
Over 1200 sq.ft.	\$100.00 + \$0.10 / sq.ft.	\$75.00 + \$0.10/ sq. ft. + scc levy
Maximum Permit Fee \$150.00 + scc levy		
Permanent Service Connection Only		\$50.00 + scc levy
Temporary Power/ Underground Service		\$50.00 + scc levy
Annual Electrical Permit		\$400.00 + scc levy

Add 4% Safety Codes Council Fee for each Permit Issued with a Minimum of \$4.50 and Maximum of \$560.00

Please Note: Permit Fees will be doubled if enforcement action is taken and not complied with on development which is commenced without approval.

Parks-74

Campground Fees

Gazebo	\$50.00 -\$100.00
Wood	\$10.00/wheel barrow

Westcove

- Non Power	\$23.00 \$25.00
- Power	\$28.00 \$35.00

Appendix 1 for 7.14.: 2014-01 - Fee Schedule Bylaw

- Day Use ~~Per Person~~ for Spray Park \$ 2.00

Floating Stone, Lac Bellevue, Stoney Lake

- Non Power \$20.00
- Power ~~\$25.00~~ \$30.00

1033656; December 6, 2013



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

7.15. AMENDMENT TO ROAD PROTECTION/MAINTENANCE AGREEMENT

#20131205001

Meeting : December 10, 2013

Meeting Date : 2013/12/10 10:00

Background

At the June 2013 meeting, Council approved PW-92: The Road Protection/Maintenance Agreement Policy to implement the use of road protection/maintenance agreements with heavy haulers.

At Strategic Planning on December 2, 2013, the Superintendent of Public Works expressed that the document required revising for the purposes of implementing a Road Haul Fee to deal with a subset of heavy haulers not addressed in the previous agreement.

Policy PW-92 has been revised accordingly.

Recommendation

That Council approve the amended Road Protection/Maintenance Agreement with heavy haulers attached to Policy PW-92.

Additional Information

Originated By : kattanasio



County of St. Paul No. 19

ROAD PROTECTION/MAINTENANCE AGREEMENT

MEMORANDUM OF AGREEMENT made this day of _____, _____.

The County of St. Paul No. 19,
A Municipal Corporation in the Province of Alberta
(Hereinafter known as “the Municipality”)

And

(Hereinafter known as “the Heavy Hauler”)

WHEREAS the Municipality has jurisdiction over all local roadways within the County of St. Paul No. 19;

AND WHEREAS the Municipality is committed to protecting and maintaining every road under its management in a reasonable state of repair, having regard for the character of each road and the area of the Municipality in which it is located;

AND WHEREAS the Heavy Hauler requires the use of _____ (the “Roads”), as described in the attached schedule, which forms part of this Agreement, in order to carry out its operations (the “Use”)

AND WHEREAS the Heavy Hauler wishes to ship, haul or receive certain goods, equipment or materials over certain public roads within the municipality, the movement of which in the Municipality’s opinion is likely to result in damage.

AND WHEREAS the Municipality agrees to refrain from placing a road ban on the Roads to allow the Heavy Hauler to make Use of the Roads in consideration of the Heavy Hauler assuming certain responsibilities and obligations relating thereto as set out in this agreement.

NOW THEREFORE THIS AGREEMENT WITNESSES that, in consideration of the Municipality not placing road bans on the Roads and of the terms and conditions hereinafter specified, the parties agree as follows:

1) TERM:

The term of this Agreement is for one year from the date executed unless terminated earlier by either party in accordance with the terms of this Agreement.

Furthermore, the Heavy Hauler specifically acknowledges and agrees that any failure on its part to strictly adhere to the terms and conditions of this Agreement shall constitute good and sufficient grounds for the Municipality to terminate this Agreement without providing the Heavy Hauler with prior notice of intention to terminate this Agreement.

2) LOCATION:

Designated Haul Road/Route:

3) CONDITIONS OF USE

The Municipality requires the Heavy Hauler to enter into a Road Protection/Maintenance Agreement. The Agreement is made pursuant to and subject to the provisions of the *Municipal Governance Act* and its regulations.

All costs of compliance with the Conditions of Use are to be borne by the Heavy Hauler.

THE PARTIES AGREE AS FOLLOWS:

At all times, the Heavy Hauler shall operate in accordance with all Federal, Provincial and Municipal legislation, regulations, bylaws, approvals, licenses, or certificates as such may affect or impact the Use of the Roads from time to time.

Specifically, the Heavy Hauler acknowledges and agrees that it is responsible to:

- Pay within 60 days of demand by the Municipality, for maintenance related to the Use of the Municipality's Roads, to keep the Roads in a safe and passable state of repair for all commercial, industrial, passenger and recreational vehicles at all times during the term of this Agreement including but not limited to the cost of repairing oil or asphalt deterioration, gravel loss, rutting as well as damage to road shoulders, culverts, signs or bridges, and damage to native grass or erosion on undeveloped road allowances;

Appendix 1 for 7.15.: ROAD USE STANDARD

- Pay within 60 days of demand by the Municipality for resurfacing or re-gravelling, as the case may be, of the Roads as required and deemed necessary by the Municipality in the sole discretion of the Municipality's Superintendent of Public Works or his/her designate.
- Provide or pay upon request, for appropriate dust suppression on the Roads when and if such dust suppression of the Roads is required and deemed necessary by the Municipality's Superintendent of Public Works or his/her designate.
- The Hauler agrees to honour the conditions set out in the County of St. Paul's Road Protection/Maintenance Agreement Policy PW-90.

Moreover as a condition of this Agreement, security in the form of an irrevocable letter of credit, certified cheque, or cash may be required. In the event that a Heavy Hauler damages the Roads and does not immediately arrange for and start repairs, the Heavy Hauler may be required to provide a security deposit for future hauls. The need for a security deposit shall be at the discretion of the Superintendent of Public Works.

The parties hereto mutually agree at all times during the term of this Agreement, the Roads shall remain available for public use.

Additional Conditions:

IN WITNESS WHEREOF the parties have hereunto caused their respective signatures to be affixed through their respective agents in this regard.

COUNTY OF ST. PAUL NO. 19

Superintendent of Public Works or Designate

Print Name:

Signatures:

HEAVY HAULER

Signature of Representative

Print Name:

County of St. Paul No. 19



ROAD PROTECTION/MAINTENANCE AGREEMENT

MEMORANDUM OF AGREEMENT made this day of _____, _____.

The County of St. Paul No. 19,
A Municipal Corporation in the Province of Alberta
(Hereinafter known as “the Municipality”)

And

(Hereinafter known as “the Heavy Hauler”)

WHEREAS the Municipality has jurisdiction over all local roadways within the County of St. Paul No. 19;

AND WHEREAS the Municipality is committed to protecting and maintaining every road under its management in a reasonable state of repair, having regard for the character of each road and the area of the Municipality in which it is located;

AND WHEREAS the Heavy Hauler requires the use of the Roads, as described in Section 2, which forms part of this Agreement, to carry out its operations (the “Use”);

AND WHEREAS the Heavy Hauler wishes to ship, haul or receive certain goods, equipment or materials over certain public roads within the municipality, the movement of which in the Municipality’s opinion is likely to result in damage;

AND WHEREAS the Municipality agrees to refrain from placing a road ban on the Roads to allow the Heavy Hauler to make Use of the Roads in consideration of the Heavy Hauler assuming certain responsibilities and obligations relating thereto as set out in this agreement;

NOW THEREFORE THIS AGREEMENT WITNESSES that, in consideration of the Municipality not placing road bans on the Roads and of the terms and conditions hereinafter specified, the parties agree as follows:

1) TERM:

The term of this Agreement is for one year from the date executed unless terminated earlier by either party in accordance with the terms of this Agreement.

Furthermore, the Heavy Hauler specifically acknowledges and agrees that any failure on its part to strictly adhere to the terms and conditions of this Agreement shall constitute good and sufficient grounds for the Municipality to terminate this Agreement without providing the Heavy Hauler with prior notice of intention to terminate this Agreement.

2) LOCATION:

Designated Haul Road/Route:

3) CONDITIONS OF USE

The Municipality requires the Heavy Hauler to enter into a Road Protection/Maintenance Agreement. The Agreement is made pursuant to and subject to the provisions of the *Municipal Governance Act* and its regulations.

All costs of compliance with the Conditions of Use are to be borne by the Heavy Hauler.

THE PARTIES AGREE AS FOLLOWS:

At all times, the Heavy Hauler shall operate in accordance with all Federal, Provincial and Municipal legislation, regulations, bylaws, approvals, licenses, or certificates as such may affect or impact the Use of the Roads from time to time.

Specifically, the Heavy Hauler acknowledges and agrees that it is responsible to:

- Pay within 60 days of demand by the Municipality, for maintenance related to the Use of the Municipality's Roads, to keep the Roads in a safe and passable state of repair for all commercial, industrial, passenger and recreational vehicles at all times during the term of this Agreement including but not limited to the cost of repairing oil or asphalt deterioration, gravel loss, rutting as well as damage to

Appendix 2 for 7.15.: ROD USE AGGREGATE

road shoulders, culverts, signs or bridges, and damage to native grass or erosion on undeveloped road allowances;

- Pay within 60 days of demand by the Municipality for resurfacing or re-gravelling, as the case may be, of the Roads as required and deemed necessary by the Municipality in the sole discretion of the Municipality's Superintendent of Public Works or his/her designate.
- Provide or pay upon request, for appropriate dust suppression on the Roads when and if such dust suppression of the Roads is required and deemed necessary by the Municipality's Superintendent of Public Works or his/her designate.
- The Hauler agrees to honour the conditions set out in the County of St. Paul's Road Protection/Maintenance Agreement Policy PW-92.

Moreover as a condition of this Agreement, security in the form of an irrevocable letter of credit, certified cheque, or cash may be required. In the event that a Heavy Hauler damages the Roads and does not immediately arrange for and start repairs, the Heavy Hauler may be required to provide a security deposit for future hauls. The need for a security deposit shall be at the discretion of the Superintendent of Public Works.

The parties hereto mutually agree at all times during the term of this Agreement, the Roads shall remain available for public use.

Additional Conditions:

The Hauler will be charged a [HAUL ROAD FEE](#) of \$0.20 per tonne per mile of County road used for all aggregate material hauled outside of the Municipality. The Haul Road Fee will be non-negotiable with the County.

IN WITNESS WHEREOF the parties have hereunto caused their respective signatures to be affixed through their respective agents in this regard.

COUNTY OF ST. PAUL NO. 19

Superintendent of Public Works or Designate

Print Name:

Signatures:

HEAVY HAULER

Signature of Representative

Print Name:



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

Issue Summary Report

7.16. NEW EQUIPMENT AND CAPITAL ASSETS FOR 2014

#20131203010

Meeting : December 10, 2013

Meeting Date : 2013/12/10 10:00

Background

At Strategic Planning on December 2, 2013, the Public Works Superintendent presented a list of equipment and capital asset purchases to be considered in the 2014 budget. These purchases include:

- a. Two Plow Trucks (\$350,000 each)
- b. Two Graders (\$475,000 each)
- c. Gen Set for Crusher (\$400,000)
- d. Scissor Neck Trailer (\$121,000)
- e. ATCO Trailer for Crusher/Construction (\$60,000)
- f. Enclosed Trailer for Utilities Department (\$7,000)

Should Council approve these purchases, Administration would recommend that Council permit the Superintendent of Public Works to gather quotes and begin ordering these items. All costs will be allocated to the 2014 Budget.

Recommendation

That Council approve the new equipment and capital purchases and authorize public works to get quotes and order the equipment.

Additional Information

Originated By : kattanasio



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

Issue Summary Report

7.17. 815 PACKER

#20131203003

Meeting : December 10, 2013

Meeting Date : 2013/12/10 10:00

Scheduled Time : 10:00

Background

At Strategic Planning on December 2, 2013, the Public Works Superintendent indicated that due to current pricing and in anticipation of a further fluctuation in the Canadian dollar, it would be advantageous for the County to purchase an 815 Packer prior to the end of the 2013 fiscal year. The Superintendent has received a quote of \$477,000.

Should Council elect to make the purchase, Administration would recommend that the funds for this purchase come from unrestricted surplus.

Recommendation

That Council approve the purchase of an 815 Packer from Finning Canada at a price of \$477,000, to be funded by Unrestricted Surplus.

Additional Information

Originated By : kattanasio



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

Issue Summary Report

7.18. OVERLAY FOR MURPHY ROAD

#20131203009

Meeting : December 10, 2013

Meeting Date : 2013/12/10 10:00

Background

At Strategic Planning on December 2, 2013, Council discussed future plans for the Murphy Road. The Superintendent of Public Works received an estimate of approximately \$7,000,000 in 2012 to complete the necessary overlay on the Murphy Road. The Superintendent of Public Works expressed his belief that current conditions in the road construction market might significantly reduce the cost of the project and that it may be worthwhile to bring the project to tender. Tendering the project would allow the County to gain a better perspective on the current market and the County would not be obligated to award the tender.

Recommendation

That Council approve tendering the Murphy Road Overlay Project.

Additional Information

Originated By : kattanasio



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

Issue Summary Report

7.19. BYLAW NO. 2013-49 SHORT TERM BORROWING BYLAW

#20131205004

Meeting : December 10, 2013

Meeting Date : 2013/12/10 10:00

Background

At the Strategic Planning on December 2, Council discussed the advantages of tendering out the overlay on Murphy Road in 2014. If Council wishes to proceed with the tender and potential award of the tender, Council should have a borrowing bylaw in place to fund the capital expense. Therefore, Bylaw No. 2013-49 is being presented to Council to approve short term borrowing in the amount of \$6,000,000 for the Overlay of the Murphy Road. If Council decides not to award the tender, the bylaw will sit on the books but will not be used.

Recommendation

Motion to give three readings to Bylaw No. 2013-49, short term borrowing for the Murphy Road Overlay.

Additional Information

Originated By : pcorbriere

**SHORT-TERM BORROWING BYLAW
MUNICIPAL - CAPITAL PURPOSES**

**(Cities, Towns, Villages, Municipal Districts,
Summer Villages and Counties)**

Bylaw No. 2013-49

A BYLAW OF THE COUNTY OF ST. PAUL NO. 19 IN THE PROVINCE OF ALBERTA

WHEREAS the Council of the County of St. Paul No. 19 (hereafter called “the Municipality”) by virtue of the borrowing powers vested in the Municipality by the Municipal Government Act on such terms and conditions as are expressed in the said Act, may borrow such sums of money as the Council of the Municipality may deem necessary, and

WHEREAS the said Council of the Municipality deems it necessary to borrow for the financing, undertaking and completion of **an overlay on the Murphy Road** the sum of **SIX MILLION DOLLARS (\$6,000,000.00)** to be repayable within five years, and

WHEREAS the aggregate of all liabilities, including this borrowing, incurred under Section 257 of the Municipal Government Act will not exceed the Municipality’s Debt Limit per Section 252 of the Municipal Government Act;

NOW THEREFORE BE IT ENACTED by the Council of the Municipality as a Bylaw thereof as follows:

1. That the Council of the Municipality do borrow from the Servus Credit Union (hereinafter called the “Credit Union”) the sum of **SIX MILLION DOLLARS** repayable as follows: over a five year period (5 year) and do agree to pay interest thereon either in advance of or at maturity, and in either case after maturity until paid, at a rate per annum not exceeding the prime lending rate from time to time established by the Credit Union, and such interest shall be calculated and due and payable monthly on the last day of each and every month.
2. That the amount so borrowed together with interest thereon shall be and is hereby made a charge on any sums of money due or accruing or to accrue or become due or payable to the Municipality during the current calendar year and during the subsequent years over which repayment is to be made as hereinbefore provided and without limiting the generality of the foregoing, whether by way of taxes levied or to be levied or in any other way, all of which sums of money are hereby assigned to the Credit Union as collateral security for the repayment of the said amount so borrowed together with interest thereon, but the Credit Union is not to be restricted to such moneys for repayment of the sums borrowed hereunder.

3. That for and in respect of the sum or sums so borrowed the promissory note or notes of the Municipality under its corporate seal, duly attested by the signatures of the Reeve or his Deputy, and the Chief Administrative Officer, be delivered to and in favor of the Credit Union.
4. That nothing herein contained shall waive, prejudicially affect or exclude any right, power, benefit or security, by statute, common law or otherwise given to or implied in favor of the Credit Union.
5. This Bylaw comes into force and effect upon the final passing thereof.

CERTIFICATE

WE HEREBY CERTIFY that the foregoing Bylaw was duly passed and enacted by the Council of the Municipality therein mentioned at a duly and regularly constituted meeting thereof held on the **10th day of December, 2013** at which a quorum was present, as entered in the minutes of the said Council, and that the said Bylaw is still in force and effect.

WITNESS our hands and the seal of the Municipality this 10th day of December, 2013.

Read a first time in Council this 10th day of December, A.D. 2013.

Read a second time in Council this 10th day of December, A.D. 2013.

Read a third time in Council this 10th day of December, A.D. 2013.

Reeve

Chief Administrative Officer



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

Issue Summary Report

7.20. PROPOSED CHANGES TO LOCAL AUTHORITIES PENSION PLAN

#20131204003

Meeting : December 10, 2013

Meeting Date : 2013/12/10 10:00

Background

Pension plans around the world are facing challenges because people are retiring early and living longer, investment returns have been lower, and the ratio of pensioners to active members is increasing. Many plans are unsustainable in the long term if changes are not made. In Alberta, our public sector pension plans face the same challenges, which have resulted in funding shortfalls and dramatically rising contribution rates.

On September 16, 2013, Doug Horner, President of the Treasury Board and Minister of Finance, announced the government's vision for public sector pension plans, including the Local Authorities Pension Plan. These proposed changes would significantly alter the Plan moving forward, and will deeply affect municipalities.

The Government of Alberta is engaging in consultations around these changes until December 31, 2013. The AAMDC is encouraging members to participate in this consultation by submitting your municipality's concerns directly to pensionreform@gov.ab.ca by December 31, 2013.

In a parallel effort, members are also encouraged to submit comments and concerns directly to the AAMDC online by Monday, December 16, 2013. The AAMDC Board of Directors will review information gathered to determine if a formal advocacy position(s) can be adopted regarding the pension reform proposal as they affect LAPP. The AAMDC asks that members consider the impact of the proposed reforms from both the employer and employee perspective when submitting comments.

Given the tremendous impact these proposed changes would have on the municipal sector, several municipalities are requesting an extension to the consultation deadline as well as, in conjunction with AAMDC and AUMA, the undertaking of education sessions in the first quarter of 2014 so that employers are able to better understand and respond to the proposed changes.

Recommendation

That Council draft a formal request letter for an extension to the Government's consultation deadline of December 31, 2013 and for the holding of education sessions in early 2014 to equip municipal leaders with a better understanding of the proposed changes.

Additional Information

Originated By : kattanasio



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

Issue Summary Report

7.21. REQUEST TO WAIVE PENALTIES

#20131204004

Meeting : December 10, 2013

Meeting Date : 2013/12/10 10:00

Background

Dwayne Ternovoy is requesting that Council consider waiving penalties on the Ternovoy subdivision paving project until February of 2014 when he will have the funds to pay the invoice in full. Penalties from August to November amount to \$3,495.23. The original invoice amount is \$57,175.44.

Recommendation

Council to decide if they will waive the penalties on Accounts Receivable Account No. 2182 to February, 2014.

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

7.22. AFCA FIRE CHIEF'S MEMBERSHIP

#20131204011

Meeting : December 10, 2013

Meeting Date : 2013/12/10 10:00

Background

The Alberta Fire Chiefs Association Bylaws include the provision for Elected Officials and CAOs to join. The ACFA Board meets with the AUMA and the AAMD&C seeking their endorsement on resolutions and they feel if they have CAOs and elected officials as members, it may expedite their resolutions and may also prevent duplication of resolutions.

Recommendation

Council to decide if it would be beneficial to appoint a Councillor to the Alberta Fire Chief's Association.

Additional Information

Originated By : pcorbiere



AFCA 2014 MEMBERSHIP APPLICATION

ALBERTA FIRE CHIEFS ASSOCIATION

#107, 5005 - 55 Avenue, Bonnyville, Alberta T9N 0A7

Phone: 780-826-9015 • Fax: 780-826-9016 • Email: ajmercy@telus.net • Web: www.afca.ab.ca

- ☐ ACTIVE MEMBERSHIP: \$150.00 ☐ ASSOCIATE FIRE DEPT. MEMBERSHIP: \$90.00
☐ TRADE MEMBERSHIP: \$175.00 ☐ ASSOCIATE MEMBERSHIP - OTHER (NON-FIRE DEPT.): \$125.00

* GST will be added to all membership fees

Name: _____ Rank/ Title: _____

Organization: _____

Mailing Address: _____

City/Town: _____ Province: _____ Postal Code: _____

Phone # (Business): _____ Fax #: _____ Cell#: _____

Phone # (Residence): _____ Email: _____

Invoices will be forwarded to: ☐ Individual ☐ Municipality (please check one)

PLEASE COMPLETE IF BILLING ADDRESS IS DIFFERENT FROM ABOVE

Organization: _____

Mailing Address: _____

City/Town: _____ Province: _____ Postal Code: _____

Phone # (Business): _____ Fax #: _____ Phone # (Residence): _____

Email: _____

Date of Application

Signature

Please make cheques payable* to: ALBERTA FIRE CHIEFS ASSOCIATION

Mail forms and cheques to:

Allen Mercier, Chief Financial Officer

Alberta Fire Chiefs Association

#107, 5005 - 55 Avenue, Bonnyville, Alberta, Canada T9N 0A7

Phone: 780-826-9015 • Fax: 780-826-9016

Email: ajmercy@telus.net

Please continue to page two of the application form...

* ALL FUNDS ARE IN CANADIAN DOLLARS.

www.afca.ab.ca



AFCA 2014 MEMBERSHIP APPLICATION

ALBERTA FIRE CHIEFS ASSOCIATION

#107, 5005 - 55 Avenue, Bonnyville, Alberta T9N 0A7

Phone: 780-826-9015 • Fax: 780-826-9016 • Email: ajmercy@telus.net • Web: www.afca.ab.ca

CONTINUED....

TRADE MEMBERS

In the space below, please give a brief description of the products and/or service you provide.

Your Company Website address: _____

THE AFCA ACCEPTS THE FOLLOWING METHODS OF PAYMENT*:

☐ Cheque/Money Order/Approved Purchase Order** ☐ Visa ☐ Master Card ☐ American Express

IF PAYING BY CREDIT CARD, PLEASE SUPPLY THE FOLLOWING INFORMATION:

Name on Credit Card: _____

Address: _____

City: _____ Province: _____ Postal Code: _____

Credit Card Number: _____ Security Code: _____ Expiry Date (MM/YY): _____

Signature of Cardholder: _____ Date: _____

THANK YOU FOR YOUR INTEREST IN THE AFCA

* ALL FUNDS ARE IN CANADIAN DOLLARS.

** Designates acceptable to the Alberta Fire Chiefs Association

www.afca.ab.ca



Alberta Fire Chiefs Association

Professionals serving Professionals

December 2, 2013

Dear Municipal Administrator:

The Alberta Fire Chiefs Association (AFCA) represents 86 percent of the fire departments in Alberta. Our membership includes all the large urban municipalities, counties and municipal districts as well as most of the towns and villages.

The by-laws of the AFCA include the provision for Elected Officials and Chief Administrative Officers to join.

Resolutions that may be more of a responsibility for AUMA or AAMD&C are occasionally approved at our yearly conference. The AFCA Board meets with both organizations, seeking their endorsement on resolutions. Having CAO's and elected officials as members may expedite the end result and prevent duplication of resolutions. An example of this efficient expedition is the rates paid by Alberta Transportation for municipalities who respond to highway emergency calls. This was a resolution approved at the 2012 AFCA conference. Meetings have taken place with the Minister, ADM and Director of Operations and we anticipate approval shortly.

The AFCA would appreciate your office forwarding this information to your elected officials. Attached is the 2014 membership application.

If you have any questions, please contact the writer.

Yours truly,

Bill Purdy

Alberta Fire Chiefs Association
Bill Purdy – Executive Director
P.O. Box 38
Wabamun, AB T0E 2K0
Email: bpurdy@xplornet.com
Telephone: 780-719-7939
Website: www.afca.ab.ca



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

Issue Summary Report

7.23. WASTE - AB ENVIRONMENT & SUSTAINABLE RESOURCE DEVELOPMENT

#20131202018

Meeting : December 10, 2013

Meeting Date : 2013/12/10 10:00

Background

The Government of Alberta is consulting on several proposed changes to the province's existing regulatory framework for recycling. The [proposed changes](#) are intended to reduce municipal solid waste in Alberta, streamline Alberta's regulatory framework, and provide options to shift end-of-life management costs from taxpayers to producers and consumers. The changes will advance initiatives in Alberta's [Too Good to Waste](#) strategy.

Through the consultation process, they hope to gather input from diverse groups including municipalities, non-government organizations, industry, businesses and the general public. The Government of Alberta has not made any final decisions on changes and input is a valuable piece of the decision-making process.

The consultation workbook is attached. This questionnaire can be completed online or the workbook can be completed and submitted. Deadline for submissions is December 13th.

Recommendation

Council to decide whether or not they will provide feedback on the existing regulatory framework for recycling.

Additional Information

Originated By : skitz

Proposed **Designated Materials Recycling Regulation** Consultation Workbook

The Government of Alberta is consulting on several proposed changes to Alberta's regulatory framework for recycling designated materials, which are outlined in this workbook. Alberta Environment and Sustainable Resource Development would like your input on these proposed changes. Consultation feedback will help to inform the content of the proposed Designated Materials Recycling Regulation. Your input will help ensure Alberta's current and future recycling programs meet stakeholder needs, keep pace in changing times, and lead to positive environmental, social, and economic outcomes.

Feedback Must Be Submitted By December 13, 2013

By mail: The Praxis Group
242, 2451 Dieppe Avenue S.W.
Calgary, AB T3E 7K1

By fax: 1-403-249-8983

The survey can also be completed online at
https://surveys3.praxis.ca/goa_recycling_2013/registration



This workbook begins with background information and an overview of proposed regulatory changes. Each proposed change is discussed in more detail followed by questions requesting your feedback on key areas. There are also opportunities throughout the workbook for you to provide any other input you believe is important regarding Alberta's regulatory framework for recycling designated materials.

As you work through the document, feel free to respond to all questions or to skip sections that do not interest you.

Please use the back side of workbook pages if more space is needed to provide your feedback.

If you require further information or help completing this workbook, please contact:

ESRD.recyclingregulation@gov.ab.ca or 780-644-5091.
For toll free access anywhere in Alberta, dial 310-0000 first.

Personal information gathered in this survey is collected under the authority of Section 12(c) of the Environmental Protection and Enhancement Act and Section 33 (c) of the Alberta Freedom of Information & Protection of Privacy Act (FOIP) and is being managed in accordance with Part II of the FOIP Act. By providing your acknowledgment you are allowing Government of Alberta to use your personal information for the proposed Designated Materials Recycling Regulation consultation and it will only be used for the purpose of providing updates, and for gathering feedback and ideas, directly linked to the proposed regulation. Personal information will not be used or disclosed for any other purpose than stated above without specific written consent from each individual or unless required to do so by law. For questions call 310-4455, toll-free in Alberta.

Background

Why are we consulting on Alberta's regulatory framework for recycling?

Alberta has the highest waste disposal rate in Canada. In 2010¹ we sent about four million tonnes of waste to Alberta landfills. That translates to about 1050 kilograms of waste per person, compared to the Canadian average of 729 kilograms per person. We also trail behind the rest of the country in diverting material for reuse or recycling, with an Alberta diversion rate of 192 kilograms per person compared to the Canadian diversion rate of 239 kilograms per person.

While we have several successful recycling programs for specific waste streams, we need to update and expand our provincial recycling efforts. In 2007, the Government of

Alberta approved Alberta's waste strategy – *Too Good to Waste*² – the provincial roadmap for waste reduction and management. Too Good to Waste identifies many social, environmental, and economic reasons for developing more effective approaches to recycling and resource conservation.

Provincial product stewardship (recycling) programs play an important role in waste reduction efforts. Alberta has five provincially regulated stewardship programs for beverage containers, used oil materials, tires, paint, and electronics (computer equipment and televisions only). The programs are enabled

by the *Environmental Protection and Enhancement Act*³ and eight different regulations. They are managed by three delegated administrative organizations that are not-for-profit agencies incorporated under the *Societies Act*.⁴ The organizations operate at arm's-length from government and report to the Minister of Environment and Sustainable Resource Development.

¹ <http://www.statcan.gc.ca/pub/16f0023x/16f0023x2013001-eng.pdf>

² <http://environment.gov.ab.ca/info/library/7822.pdf>

³ <http://www.qp.alberta.ca/documents/acts/e12.pdf>

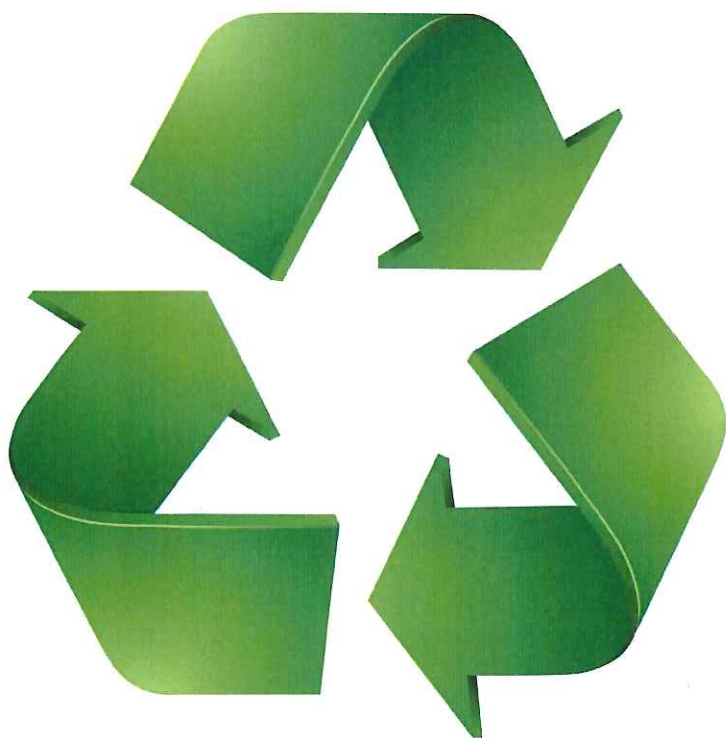
⁴ <http://www.qp.alberta.ca/documents/acts/s14.pdf>

Provincial data - Kg Per Capita Disposal and Kg Per Capita Diversion
(Statistics Canada 2010)



Background

Why are we consulting on Alberta's regulatory framework for recycling?



In *Too Good to Waste* we identify the need to:

- Work with our existing product stewardship programs to continually improve their performance; and
- Create additional product stewardship programs, particularly for materials such as packaging and printed paper and household hazardous waste.

In the past several years, many jurisdictions in Canada and in other countries have been moving to an “extended producer responsibility” approach to managing waste generated from obsolete products. Extended producer responsibility is a policy approach in which a producer’s responsibility – physical and/or financial – for a product is extended to the post-consumer stage of that product’s life. This approach shifts the expenses associated with the product’s end-of-life management from taxpayers to producers and consumers, by requiring producers to implement recycling systems that reduce the amount of waste sent to landfill.

In 2009, all provinces and territories endorsed the ***Canada-Wide Action Plan for Extended Producer Responsibility***⁵ developed by the ***Canadian Council of Ministers of the Environment***⁶. Through the plan, Alberta committed to implementing extended producer responsibility framework legislation and/or regulations and the development and implementation of extended producer responsibility programs. The plan used a phased approach, with the first phase focused on implementing programs for the following materials within six years:

- packaging and printed paper;
- mercury containing lamps and other mercury containing products;
- electronics and electrical products;
- automotive products; and
- household hazardous and special wastes.

⁵ http://www.ccme.ca/assets/pdf/epr_cap.pdf

⁶ <http://www.ccme.ca/>

Overview

We would like your feedback on the following proposed changes, which are described in more detail in sections one through seven. As you work through the document, feel free to respond to all questions or to skip sections that do not interest you.

1 Consolidation of Existing Regulations

p. 6

Consolidating all eight of Alberta's existing recycling regulations (for beverage containers, used oil, tires, electronics and paint) under one regulation - the Designated Materials Recycling Regulation

2 Environmental Fees

p. 8

Removing environmental fees from regulation while still ensuring consumer protection

3 Electronics Recycling Program Expansion

p. 10

Expanding the electronics recycling program to include small appliances, audio/visual equipment, telecommunication equipment and power tools

4 Used Oil Materials Recycling Program: Environmental Fee and Expansion

p. 12

Expanding the used oil materials recycling program to include other automotive fluid containers and increasing the environmental fee on containers

5 Enabling of Extended Producer Responsibility

p. 14

Enabling extended producer responsibility in Alberta

6 Designation of Packaging and Printed Paper

p. 17

Designating packaging and printed paper materials to be managed under an extended producer responsibility program with a future commencement date

7 Designation of Household Hazardous Waste

p. 20

Designating household hazardous waste to be managed under an extended producer responsibility program with a future commencement date

8 Final Thoughts

p. 23

Add any final comments



About You

To help us contextualize your feedback, please let us know the sector or organization you represent.

Please indicate the sector or organization you represent in providing your feedback on the proposed regulatory changes (select one only).

☐ **Municipal Government (for example, municipal staff, elected officials)**

What municipality or municipal group do you represent? _____

☐ **Federal or Provincial Government**

What department or ministry do you represent? _____

☐ **Business / Industry**

What sub-sector do you represent?

- ☐ Producing and/or selling products in Alberta (for example, manufacturer, brand owner, importer, retailer, wholesaler, distributor)
- ☐ Managing materials at end of life (for example, recycler, waste hauler, landfill)
- ☐ Other (please specify) _____

What is the name of the company or organization you represent? _____

☐ **Industry Associations**

What association do you represent? _____

☐ **Delegated Administrative Organization**

What organization do you represent? _____

☐ **Government Agency/Board/Commission**

What organization do you represent? _____

☐ **Non-Government/Non-Profit Organization**

What organization do you represent? _____

☐ **General Public**

☐ **Other** (please specify) _____

Your feedback will be collected by The Praxis Group, a third-party independent public consultation firm. This firm will analyse and compile data so that your feedback will be kept anonymous unless you indicate that you would like your organization's name and specific feedback to be shared with Alberta Environment and Sustainable Resource Development.

Would you like your feedback to be shared?

- ☐ Yes, share my organization's name and specific feedback with Alberta Environment and Sustainable Resource Development
- ☐ No, please keep my feedback anonymous

1 Consolidation of Existing Regulations

Proposed Change

Consolidate Alberta's existing recycling regulations (for beverage containers, used oil materials, tires, electronics, and paint) under one regulation, the Designated Materials Recycling Regulation, which will also be the governing regulation for all future designated materials.

Background

Alberta currently has eight separate regulations for our five provincial recycling programs. Each program has a Delegated Administrative Organization and its own separate regulation, except the used oil recycling program, which is governed by three regulations.

*All regulations can be viewed at the **Alberta Queen's Printer**⁷.*

Materials	Existing Regulations	Delegated Administrative Organization
1. Beverage containers	<ul style="list-style-type: none"> Beverage Container Recycling Regulation 	<i>Beverage Container Management Board</i> ⁸
2. Used oil materials (used oil, oil filters, oil containers)	<ul style="list-style-type: none"> Lubricating Oil Material Recycling and Management Regulation Lubricating Oil Material Environmental Handling Charge Bylaw Lubricating Oil Material Recycling and Management Bylaw 	<i>Alberta Used Oil Management Association</i> ⁹
3. Tires 4. Paint & Paint Containers 5. Electronics (computer equipment/televisions)	<ul style="list-style-type: none"> Designated Material Recycling and Management Regulation Tire Designation Regulation Paint and Paint Containers Designation Regulation Electronics Designation Regulation Recycling and Management Bylaw 	<i>Alberta Recycling Management Authority</i> ¹⁰

Rationale for Change

Consolidating the separate regulations into one will streamline our regulatory approach and make it easier for people to find relevant regulatory requirements for all of Alberta's regulated recycling programs.

The Designated Materials Recycling Regulation will apply to all designated materials and provincially regulated stewardship programs. The consolidation will not remove the existing delegated administrative organizations: the intent is for those organizations to continue operating their programs for beverage containers, used oil materials, tires, paint and electronics. The existing programs are well-established, popular with Albertans, and achieving good results.

⁷ <http://www.qp.alberta.ca>

⁸ <http://www.bcmb.ab.ca>

⁹ <http://www.usedoilrecyclingab.com>

¹⁰ <http://www.albertarecycling.ca>

Details on Change

The consolidated Designated Materials Recycling Regulation would include:

1. An overarching part that would apply to any designated material or managing organization, including such things as: general definitions and designated product categories, general reporting and accountability requirements, dispute resolution processes, product stewardship plan requirements, and offence provisions which would apply to all designated material recycling programs.
2. Specific parts of the regulation that would apply to a particular designated material, including such things as: designated product definitions, coming into force provisions, provisions that will continue for the existing programs, and other provisions unique to a particular product category (for example, refund amounts for beverage containers) or managing organization.



Your Feedback on Changes

Main Proposed Change

Please indicate the degree to which you oppose or support the following regulation change.

Consolidating Alberta's eight recycling regulations under one regulation, the Designated Materials Recycling Regulation.

Strongly oppose	Somewhat oppose	Neutral	Somewhat support	Strongly support	Don't know
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Do you have any additional comments or suggestions regarding the consolidation of Alberta's eight recycling regulations under one regulation?

2 Environmental Fees

Proposed Change

Remove environmental fees from regulation while still ensuring consumer protection.

Background

Currently, funding for most provincially regulated recycling programs comes from environmental fees levied on the sale of designated products sold in Alberta. The fees are typically added on to the price of the product at the till. The environmental fees are placed into dedicated accounts that can only be used to fund the recycling program associated with those products. Government neither funds nor receives money from the recycling programs. The programs are required to submit annual reports to government, including audited financial statements showing how much money was collected and spent. The annual reports are posted online, at each of the respective delegated administrative organization's websites and are available to the public.

Maximum environmental fees are listed in the regulations for tires, paint, used oil materials and electronics. To increase a fee beyond the amount specified in regulation, a regulatory amendment is required.

Alberta also has some voluntary industry-run stewardship programs (for example, cell phone recycling and pesticide container recycling) that internalize recycling costs into the price of the product. For these programs, financial information is not shared with government or the public on program revenues and expenditures.

Other Canadian provinces with regulated extended producer responsibility programs do not list environmental fees in their regulations. Instead the producers are responsible for managing the end-of-life programs for designated materials, including determining how to fund the programs. Some provinces require that the Minister or Minister's designate approve any proposed environmental fees or fee changes. Others do not require government approval of environmental fees, but do require producers to provide annual audited financial statements outlining how much money was collected and how it was spent. Still others require environmental fees to be incorporated into the price of the product rather than added on at the till, although stores can still inform their customers that a fee is being charged.



Rationale for Change

Environmental fees must be reasonably flexible in order to ensure that programs can respond to changing market conditions. Amending a regulation each time an environmental fee needs to be changed can be time-consuming and comes at a cost to taxpayers. Addressing the legal and procedural requirements of regulatory amendments requires the time and resources of government staff and provincial elected officials.

Removing environmental fees from regulation allows product stewardship programs the ability to respond to fluctuating costs and changing market conditions. However, government must also ensure that environmental fees charged to consumers are not excessive.

Details on Change

If environmental fees are charged to consumers to cover program costs, government will require the following:

- Stewardship programs will have to follow criteria to set their environmental fees and provide evidence of following the criteria in their stewardship program plans (see Section 5 for more information on stewardship program plans). **Specific criteria** could include, but is not limited to, providing details on: provincial sales; average product weights; amount of collected materials; projected recovery rates; operating costs to collect, transport and process materials; costs relating to promotion, education, research and administration; and any other criteria as required by the Minister.
- The Director will approve the environmental fees as part of the overall stewardship program plan and approve any subsequent environmental fee increases.
- Audited financial statements on program revenues and expenditures will be included in annual reports.

Your Feedback on Changes

Main Proposed Change

Please indicate the degree to which you oppose or support the following regulation change.

Removal of environmental fees from regulation.

Strongly oppose
Somewhat oppose
Neutral
Somewhat support
Strongly support
Don't know

Supporting Changes

Please indicate the degree to which you oppose or support the following requirements if environmental fees are removed from regulation but charged to consumers.

Require **specific criteria** (see description on left) to be followed when setting environmental fees and provide evidence of doing so in stewardship program plans.

Require director approval of environmental fees as part of the overall stewardship program plan, as well as any subsequent environmental fee increases.

Require annual reports to include audited financial statements on program revenues and expenditures.

Strongly oppose
Somewhat oppose
Neutral
Somewhat support
Strongly support
Don't know

Do you have any specific suggestions for additions or changes to criteria for setting environmental fees?

Do you have any additional comments or suggestions regarding the removal of environmental fees from regulation in Alberta?

3 Electronics Recycling Program Expansion

Proposed Change

Expand the existing electronics recycling program.

Background

Alberta's electronics recycling program began in 2004 and was developed to ensure old or unwanted electronic products are managed in an environmentally appropriate manner. The **Alberta Recycling Management Authority**¹¹ (Alberta Recycling) is the delegated administrative organization designated to manage the program. To date, more than 5.5 million units - or about 100,000 tonnes - of electronic material has been recycled. There are approximately 330 electronics collection sites across the province; most are managed by municipalities. The program presently only includes computer equipment and televisions. For more details on the current program see www.albertarecycling.ca.



Rationale for Change

Electronic waste or e-waste is one of the fastest growing waste streams in the country. There has been ongoing demand from municipalities and the public to include more products in Alberta's program. Several other provinces have already expanded their electronics recycling programs. Expanding the program will increase Alberta's recycling rate, reduce municipal costs, lead to greater harmonization with other provinces, and provide a level of service the public expects.

¹¹ <http://www.albertarecycling.ca/>

Details on Change

The existing electronics recycling program will be expanded to include electronic products in the following main categories:

- **Audio/visual** (for example: VCRs, DVD players, stereos, digital cameras, video gaming equipment)
- **Telecommunications:** non-cellular¹² corded and cordless telephones, answering machines
- **Small household appliances** (for example: countertop microwave ovens, kettles, blenders, irons, vacuum cleaners)
- **Power tools** (for example: drills, sanders, skill saws, table saws, drill presses)

Alberta Recycling will continue to be the managing organization. Proposed **environmental fees** will all be under \$5 per unit, with many fees \$1 or less per unit.¹³ For a more detailed list of proposed products and environmental fees please see <http://environment.alberta.ca/documents/AERP-Proposed-Products-and-Fees-by-Product-Category.pdf>

Note: The proposed changes in this section relating to environmental fees apply if environmental fees are not removed from regulation (see Section 2 for details).

¹² Cellular phones and other wireless devices are currently being collected through the voluntary Recycle My Cell program (<http://www.recyclemycell.ca/>), managed by the Canadian Wireless Telecommunications Association under a Memorandum of Understanding between the department and the association.

¹³ Maximum environmental fees are defined as "advance disposal surcharges" in the Electronics Designation Regulation. Alberta Recycling currently cannot increase any advance disposal surcharge beyond the maximum regulated amount without a regulatory amendment. See Section 2 for details on the department's proposed changes to regulatory requirements around environmental fees.

Your Feedback on Changes

Main Proposed Changes

Please indicate the degree to which you oppose or support the following regulation changes.

Strongly oppose
Somewhat oppose
Neutral
Somewhat support
Strongly support
Don't know

Expansion of Alberta's electronics recycling program to include **audiovisual** equipment.

Expansion of Alberta's electronics recycling program to include **telecommunications** equipment.

Expansion of Alberta's electronics recycling program to include **small household appliances**.

Expansion of Alberta's electronics recycling program to include **power tools**.

Supporting Changes

Please indicate the degree to which you oppose or support the following regulation changes that would support an expanded electronics program.

Strongly oppose
Somewhat oppose
Neutral
Somewhat support
Strongly support
Don't know

Proposed **environmental fees** on the expanded list of electronic products (see note on left).

Alberta Recycling to continue management of the expanded electronics program.

Do you have any additional comments or suggestions regarding electronics recycling in Alberta?

4 Used Oil Materials Recycling Program: Environmental Fee and Expansion

Proposed Changes

4.a Increase the environmental fee for used oil containers to 10-cents per litre of container size, from the current fee of 5-cents per litre of container size.

4.b Add other automotive fluid containers to the program.

Background

Alberta's used oil materials recycling program began in 1997 and was developed to ensure that used oil, oil containers, and filters are managed in an environmentally appropriate manner and recycled into useful products. The Alberta Used Oil Management Association¹⁴ is the delegated administrative organization designated to manage the program. To date the program has recycled over 1.2 billion litres of used oil, 98 million filters, and 24,000 tonnes of plastic containers. For more information on the program please see <http://usedoilrecyclingab.com/>. British Columbia, Saskatchewan, Manitoba, and Quebec all operate similar recycling programs for used oil materials.

Rationale for Changes

Note: The proposed changes in this section relating to environmental fees apply if environmental fees are not removed from regulation (see Section 2 for details).

The program is collecting less money than it needs to recycle used oil containers and maintain the current level of service to Albertans. The environmental fee on used oil containers has not changed in 16 years. Program managers have implemented cost saving measures over the last several years but the program is operating at a deficit budget. If the fee is not increased, program managers forecast that operational changes will be necessary by 2015 to balance the budget, which will likely impact collectors and processors.

In 2009-2010, the used oil material recycling programs in British Columbia, Saskatchewan, Manitoba, and Quebec increased their environmental fees for used oil containers from 5-cents to 10-cents per litre of container size.

Alberta's program only includes used oil containers; however, about 20 per cent of the containers collected are other automotive fluid containers. The used oil recycling program has the system in place to collect and recycle these containers, but needs to have environmental fees levied on the other automotive containers to cover the recycling costs.

Details on Changes

4.a Increase the environmental fee¹⁵ for used oil containers to 10-cents per litre of container size, from the current fee of 5-cents per litre of container size.

If environmental fees are not removed from regulation see Section 2 for details this is the fee we propose will be set in regulation and charged for the applicable containers, based on research and analysis provided by program managers.

4.b Add other automotive fluid containers to the program.

Add the following automotive fluid containers to the program:

- **Automotive anti-freeze/coolant containers:** all sizes up to and including 20 litres
- **Diesel exhaust fluid containers:** all sizes up to and including four litres
- **Windshield washer containers:** all sizes up to and including four litres

The environmental fee of 10-cents per litre of container size will be placed on these containers. This will provide an additional \$2 million to the used oil materials program each year and help to ensure the long-term viability of container recycling. In 2011, British Columbia, Manitoba and Quebec added antifreeze containers to their programs with a 10-cent per litre of container size environmental fee.

¹⁴ <http://www.usedoilrecyclingab.com/>

¹⁵ Maximum environmental fees are formally defined as "environmental handling charges" in the Lubricating Oil Material Environmental Handling Charge Bylaw. The Used Oil Management Association currently cannot increase any environmental handling charge without a regulatory amendment. See Section 2 for details on the department's proposed changes to regulatory requirements around environmental fee.



Your Feedback on Changes

Main Proposed Changes

Please indicate the degree to which you oppose or support the following regulation changes

Strongly oppose
Somewhat oppose
Neutral
Somewhat support
Strongly support
Don't know

Increasing the environmental fee for used oil containers to 10-cents per litre of container size (see note on pg. 12).	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Adding <i>automotive antifreeze/coolant containers</i> to the program.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Adding <i>windshield washer containers</i> to the program.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Adding <i>diesel exhaust fluid containers</i> to the program.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Supporting Change

Please indicate the degree to which you oppose or support the following regulation changes that would support an expanded used oil materials recycling program.

Strongly oppose
Somewhat oppose
Neutral
Somewhat support
Strongly support
Don't know

Proposed environmental fee of 10-cents per litre of container size on expanded list of containers (see note on pg. 12).	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
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Do you have any additional comments or suggestions regarding used oil materials recycling in Alberta?

5 Enabling of Extended Producer Responsibility

Proposed Change

Enable extended producer responsibility.

Background

Extended producer responsibility is a form of product stewardship that establishes producers' responsibility for the end-of-life management of their products or packaging. "Producers" are typically the manufacturers, brand owners, importers, or first sellers of a product into a province. Extended producer responsibility shifts the physical and/or financial responsibility for recycling away from the general taxpayer to producers and consumers. This approach is being applied to an increasing array of products and materials across the country and around the world, either voluntarily by producers or in response to regulation.

In Alberta, extended producer responsibility is occurring in some voluntary industry managed stewardship programs, such as the cell phone recycling program,

the pesticide container recycling program, and the plastic bag reduction program. There is currently no regulated stewardship program in Alberta managed under an extended producer responsibility framework.

Alberta's five existing provincially regulated recycling programs are managed by delegated administrative organizations, which are led by multi-stakeholder boards. Alberta's delegated administrative organizations are supported by legislation, operate at arm's-length from government, and are required to report annually to the Minister on progress and financial status. No changes are being proposed to the management or management framework of the existing programs.

Enabling extended producer responsibility in Alberta is in line with the Canadian Council of Ministers of

the Environment's 2009 Canada-wide Action Plan for Extended Producer Responsibility, which provinces and territories endorsed (see pg. 3).

Many Canadian provinces have extended producer responsibility programs in place for packaging and printed paper, electronics, household hazardous waste, and other products. Under an extended producer responsibility framework, producers have the option to meet their regulatory obligations individually or join a collective that has received approval from government to manage the designated material on behalf of its member producers. To date most producers of designated materials in other provinces have chosen to join collectives. Such collectives are generally governed by an industry-based board of directors, rather than a multi-stakeholder board.

Rationale for Change

There is value in having a suite of tools available to help manage end-of-life materials in Alberta, including delegated administrative organizations, voluntary industry-run stewardship programs, and regulated extended producer responsibility programs. Enabling extended producer responsibility will make one more management option available for materials we designate in the future.

Extended producer responsibility

Current responsibility

\$\$\$
Recycling
Cost
General
Taxpayer

shifts to

Proposed responsibility

\$\$\$
Recycling
Cost
Producers
& Consumers

Extended producer responsibility shifts the physical and/or financial responsibility for recycling away from the general taxpayer to producers and consumers.

Details on Change

Enabling extended producer responsibility will make the producers of the targeted designated materials responsible for managing the materials at end-of-life. Producers will have the option of meeting their regulatory obligations individually or through a collective. Upon government designating a material in regulation, producers will have a certain period of time to develop plans for how they propose to manage the material (commonly referred to as stewardship program plans). There will be regulatory requirements regarding the contents of any stewardship program plan. Producers will have to provide the proposed stewardship program plans to the Minister or Minister's designate for final approval.

The **regulatory requirements** of stewardship program plans will include:

- Collection details (must be province-wide, reasonable, convenient, free to consumers)
- Performance measures and targets (environmental, social, economic)
- Education/awareness/communication strategies
- Dispute resolution processes
- Details on program governance
- Environmental fee setting criteria
- Quality control and quality assurance procedures, including tracking and auditing mechanisms for material collection and processing, and environmental health and safety

- Material management plans, in accordance with the pollution prevention hierarchy
- Consideration of free market competition in the recycling marketplace
- Consultation with affected parties
- Any other requirements identified by the Minister or Minister's designate

There will be annual reporting requirements on overall program performance and audited financial statements of any program that charges environmental fees to consumers (see Section 2 for more details on environment fees).

Your Feedback on Changes

Main Proposed Change

Please indicate the degree to which you oppose or support the following regulation change.

Enabling extended producer responsibility in regulation.

Strongly oppose
Somewhat oppose
Neutral
Somewhat support
Strongly support
Don't know

Strongly oppose	Somewhat oppose	Neutral	Somewhat support	Strongly support	Don't know
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Supporting Changes

Please indicate the degree to which you oppose or support the following regulation changes that support enabling extended producer responsibility in Alberta.

Allowing producers to meet their regulatory obligations individually or by joining a collective.

The **regulatory requirements** (see above) of stewardship program plans.

Annual reporting requirements on program performance.

Strongly oppose
Somewhat oppose
Neutral
Somewhat support
Strongly support
Don't know

Strongly oppose	Somewhat oppose	Neutral	Somewhat support	Strongly support	Don't know
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Do you have any suggestions for changes or additions to the regulatory requirements for stewardship program plans?

Do you have any additional comments or suggestions on enabling extended producer responsibility, including comments relating to governance of extended producer responsibility programs and government oversight?



6 Designation of Packaging and Printed Paper

Proposed Changes

6.a Designate packaging, service packaging and printed paper.

6.b Manage packaging and printed paper under an extended producer responsibility program.

Background

Packaging and printed paper makes up a significant portion of the waste generated in Alberta. Managing this waste stream entails substantial costs for municipalities and, by extension, taxpayers. The Too Good to Waste Strategy and Canada-wide Action Plan for Extended Producer Responsibility include commitments to implement a provincially regulated stewardship program for packaging and printed paper.

Significant work has been undertaken by the Canadian Council of Ministers of the Environment to address packaging and printed paper waste. The **Canada-wide Strategy for Sustainable Packaging**¹⁶ builds on the Canada-wide Action Plan for Extended Producer Responsibility (see pg. 3) to reduce packaging waste in Canada and promote more sustainable packaging choices. In addition, Ministers announced an **industry-driven approach to reduce packaging in Canada**,¹⁷ where industry committed to initiatives that will reduce the amount of packaging destined for landfills, reduce greenhouse gas emissions, and increase recycled content in packaging.

Regulated stewardship programs for packaging and printed paper have already been implemented in Manitoba, Ontario and Quebec, and are currently being developed in British Columbia and Saskatchewan.

Rationale for Changes

Designating packaging and printed paper materials to be managed under an extended producer responsibility program will transfer end-of-life management costs to producers and consumers. A provincial program will help to improve Alberta's recycling rate, reduce municipal costs, lead to greater harmonization with other provinces, and provide a level of service the public expects.

Details on Changes

6.a Specific designation of packaging and printed paper as follows:

- I. **Packaging** means any package or container, or any part of a package or container that is comprised of glass, metal, paper, boxboard, cardboard, paper fibre or plastic, or any combination of any of those materials and includes, but is not limited to, service packaging.
- II. **Service Packaging** means packaging that is filled or applied at the point of sale to enable or facilitate the delivery of goods by a retail seller or a food service industry or other service industry outlet.
- III. **Printed Paper** means paper that is not packaging, but is printed with text or graphics as a medium for communicating information, and includes flyers, brochures, booklets, catalogues, newspapers, magazines, paper fibre, telephone directories, and paper used for copying, writing or any other general use, but does not include other types of bound reference books, bound literary books, or bound text books.

The designation would exclude:

- Containers included in existing provincial recycling programs (paint containers, used oil containers, beverage containers).
- Agricultural plastics, including: baling twine; net wrap; silage pit, pile covers, bags or tubes; grain bags or tubes; bale wrap, tubes or bags. The department is working in partnership with Alberta Agriculture & Rural Development to educate agricultural producers and municipalities about the harmful effects of burning agricultural plastics and current options for proper end-of-life management of the material. The education program will be evaluated upon completion (Fall 2016) and next steps will be determined at that time. A stand-alone regulated stewardship program for agricultural plastics is not being considered at this time. For further details on agricultural plastics in Alberta see <http://environment.alberta.ca/04247.html>

¹⁶ http://www.ccme.ca/assets/pdf/sp_strategy.pdf

¹⁷ http://www.ccme.ca/ourwork/waste.html?category_id=159

Details on Changes

6.b Designate packaging and printed paper materials to be managed under an extended producer responsibility program.

Once the packaging and printed paper materials are designated in regulation, responsibility for the end-of-life management of those products will be placed on the producers (manufacturers, brand owners, importers or first sellers into the province).

Regulation will allow producers 12 months to develop a stewardship program plan for ministerial approval (see Section 5 for further details on stewardship program plan requirements) and then 18 months from the time the plan is approved to implement the program.

Stewardship program plans include a requirement to consult with municipalities and other affected parties. Consultation on program specifics cannot begin until after the material has been designated in regulation.



Your Feedback on Changes

Main Proposed Changes

Please indicate the degree to which you oppose or support the following regulation change.

	Strongly oppose	Somewhat oppose	Neutral	Somewhat support	Strongly support	Don't know
Designation of packaging (as defined on pg. 17) for a provincial stewardship program.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Designation of service packaging (as defined on pg. 17) for a provincial stewardship program.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Designation of printed paper (as defined on pg. 17) for a provincial stewardship program.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Managing packaging and printed paper under an extended producer responsibility program.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Supporting Changes

Please indicate the degree to which you oppose or support the following regulation changes, which support the designation of packaging and printed material under and extended producer responsibility program.

	Strongly oppose	Somewhat oppose	Neutral	Somewhat support	Strongly support	Don't know
The proposed timeline of 12 months for submitting a stewardship program plan for packaging and printed paper.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The proposed timeline of 18 months (from the time a program stewardship plan is approved) for implementing a packaging and printed paper program.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Excluding agricultural plastics as a designated material under a packaging and printed paper program.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Do you think material from the non-residential sector (industrial, commercial, institutional) should be included in a packaging and printed paper program?

☐ Yes ☐ No

Do you have any comments regarding materials from the non-residential sector?

What role do you see municipalities playing in a packaging and printed paper program?

Do you have any additional comments or suggestions regarding packaging and printed paper in Alberta?



7 Designation of Household Hazardous Waste

Proposed Changes

7.a Designate flammable liquids, pesticides, toxics, corrosives, physically hazardous cylinders, compact fluorescent lights and fluorescent tubes.

7.b Manage household hazardous waste under an extended producer responsibility program.

Background

Alberta's current **Household Hazardous Waste Program**¹⁸ has been operating since 1988. It ensures that unused household wastes that are corrosive, toxic, flammable or reactive are managed in a manner that protects human health and Alberta's environment. In 2011/12, over 100 communities participated in the program, collecting about 750 tonnes of household hazardous waste. The amount of material collected under the program increases each year.

The program is voluntary and is paid for by municipal and provincial tax dollars. Participating municipalities pay for the collection of household hazardous waste from their residents and pay registered brokers to remove the material.

The Government of Alberta pays for program administration, material consolidation, transportation from the brokers' sites to the Swan Hills Treatment Centre, and material destruction. The Household Hazardous Waste program is currently managed by Alberta Recycling under contract with the Government of Alberta.

Paint and paint containers have been managed under a provincially regulated stewardship program since 2008. The program is managed by Alberta Recycling. There are linkages between the collection and management of materials under the regulated paint program and the existing household hazardous waste program.

All fluorescent lamps contain small quantities of mercury. Improper disposal or landfilling can cause the mercury to be released into the atmosphere or leached into the surrounding soil or groundwater.

Implementing an extended producer responsibility program for household hazardous waste and mercury containing lamps was identified as a 2015 target in the Canadian Council of Ministers of the Environment's 2009 Canada-wide Action Plan for Extended Producer Responsibility, which all provinces and territories endorsed (see pg. 3). British Columbia and Manitoba have regulated extended producer responsibility programs for household hazardous waste.

Rationale for Changes

Albertans need and want to safely dispose of their household hazardous wastes. Designating household hazardous wastes to be managed under an extended producer responsibility program will place end-of-life management costs on producers and consumers of the specified products. Having a program will reduce municipal and provincial government costs, reduce environmental risk, lead to greater harmonization with other provinces, and provide a level of service the public expects.



¹⁸ <http://www.albertarecycling.ca/household-hazardous-waste>

Details on Changes

7.a Designate the following materials:



I. **Flammable Liquids:**

Products that display the flammable symbol and are liquids or aerosols. Examples include methanol, mineral spirits, paint thinners and strippers, camping fuel and kerosene.



II. **Pesticides:**

Consumer pesticides that have the poison symbol, a Pest Control Product number and the word "Domestic" on the label.



III. **Toxics:**

Products that display the poison symbol and are a liquid or aerosol. Examples include furniture stripper, automotive additives and tar and bug remover.



IV. **Corrosives:**

Products that display the corrosive symbol and are in a liquid, solid or aerosol form. Examples include rust remover, grout or masonry cleaners, and pool and hot tub cleaners.



V. **Physically hazardous (non-refillable fuel gas cylinders):**

Products that display both the flammable symbol and explosive symbol. Examples include camping cylinders (such as one-pound propane cylinders) and butane cylinders.



VI. **Compact fluorescent lights (CFLs):**

Fluorescent light bulbs that are typically used to replace traditional incandescent light bulbs.

VII. **Fluorescent tubes** of different lengths (up to eight feet) or may also be in curved or circular shapes.

7.b Designate household hazardous wastes to be managed under an extended producer responsibility program.

Once household hazardous waste is designated in regulation, responsibility for the end-of-life management of those products will be placed on the producers (manufacturers, brand owners, importers or first sellers into the province).

Regulation will allow producers 12 months to develop a stewardship program plan for ministerial approval (see Section 5 for further details on stewardship program plan requirements) and then 12 months from the time the plan is approved to implement the program.

Stewardship program plans include a requirement to consult with municipalities and other affected parties. Consultation on program specifics cannot begin until after the material has been designated in regulation.



Your Feedback on Changes

Main Proposed Changes

Please indicate the degree to which you oppose or support the following regulation change.

	Strongly oppose	Somewhat oppose	Neutral	Somewhat support	Strongly support	Don't know
Designating flammable liquids for a provincial stewardship program.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Designating pesticides for a provincial stewardship program.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Designating toxics for a provincial stewardship program.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Designating corrosives for a provincial stewardship program.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Designating physically hazardous products for a provincial stewardship program.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Designating compact fluorescent lights and fluorescent tubes for a provincial stewardship program.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Managing household hazardous waste through an extended producer responsibility program.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

What role do you see municipalities playing in a household hazardous waste program?

Do you have any additional comments or suggestions on household hazardous waste management in Alberta?

Supporting Changes

Please indicate the degree to which you oppose or support the following regulation changes, which are in support of designating household hazardous waste under an extended producer responsibility program.

	Strongly oppose	Somewhat oppose	Neutral	Somewhat support	Strongly support	Don't know
The proposed timeline of 12 months for submitting a stewardship program plan for household hazardous waste.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The proposed timeline of 12 months (from the time a program stewardship plan is approved) for implementing a household hazardous waste program.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

8 Final Thoughts



Your Feedback on Changes

Do you have any further input you would like to provide on the proposed Designated Materials Recycling Regulation?

Thank You

Thank you for your participation and providing your thoughts on the proposed changes to Alberta's regulatory framework for recycling designated materials.

Your Feedback on the Consultation Process

Please indicate your level of agreement or disagreement with the following statements.

This document provided sufficient information to allow you to respond to the questions.

You were comfortable with the process for gathering your input.

Strongly disagree	Somewhat disagree	Neutral	Somewhat agree	Strongly agree	Don't know
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Do you have any suggestions for improving the process?

All feedback will be gathered into a summary report, which will be made available online at <http://environment.alberta.ca/02638.html>. If you wish to receive the summary report directly or receive further updates on the consultation process, please leave your name and contact information below.

Name: _____

Phone Number: _____

Email Address: _____



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

Issue Summary Report

7.24. IN CAMERA

#20131205003

Meeting : December 10, 2013

Meeting Date : 2013/12/10 10:00

Background

Item to be presented at the meeting.

Recommendation

Motion to go in camera to discuss a land issue.

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

9.1. REPORTS

#20131203005

Meeting : December 10, 2013

Meeting Date : 2013/12/10 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. JANUARY 8 @ 11:00 A.M. - ZONE MEETING IN TWO HILLS

#20131204006

Meeting : December 10, 2013

Meeting Date : 2013/12/10 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. JANUARY 23 - OWLSEYE ROAD APPEAL HEARING

#20131204008

Meeting : December 10, 2013

Meeting Date : 2013/12/10 10:00

Background

Hearing will be held at the Centennial Senior Citizens Opportunity Club, 5114 - 49 Street, St. Paul

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. JANUARY 28-31 - ASB PROVINCIAL CONFERENCE - MEDICINE HAT #20131204007

Meeting : December 10, 2013

Meeting Date : 2013/12/10 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. LISTING OF ACCOUNTS PAYABLE

#20131203007

Meeting : December 10, 2013

Meeting Date : 2013/12/10 10:00

Recommendation

Motion to file the listing of Accounts Payable for the month of November as circulated:

<u>Batch</u>	<u>Cheque Date</u>	<u>Cheque Nos.</u>	<u>Batch Amount</u>
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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

11.2. BUDGET TO ACTUAL

#20131203006

Meeting : December 10, 2013

Meeting Date : 2013/12/10 10:00

Recommendation

Motion to approve the budget to actual as of November 30, 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. COUNCIL FEES

#20131203008

Meeting : December 10, 2013

Meeting Date : 2013/12/10 10:00

Recommendation

Motion to approve the Council Fees for the Months of November and December, 2013 as circulated.

Additional Information

Originated By : tmahdiuk