



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

January 14, 2014

Tuesday, January 14, 2014

Start time 10:00 AM

AGENDA

1. **CALL TO ORDER**
2. **MINUTES**
 - 2.1 **DECEMBER 10, 2013 (2013/12/10)**
3. **BANK RECONCILIATION**
4. **ADDITIONS TO AGENDA AND ACCEPTANCE OF AGENDA**
5. **BUSINESS ARISING FROM MINUTES**
6. **DELEGATION**
 - 6.1. **10:15 A.M. - MP BRIAN STORSETH**
 - 6.2. **11:00 A.M. - PUBLIC HEARING BYLAW NO. 2013-50 - LAND USE BYLAW**
 - 6.3. **11:30 A.M. - PUBLIC HEARING BYLAW NO. 2013-51 - MUNICIPAL DEVELOPMENT PLAN**
 - 6.4. **1:15 P.M. - PUBLIC HEARING BYLAW NO. 2013-37**
 - 6.5. **1:30 P.M. - JOHN HOLLY (IN CAMERA)**
 - 6.6. **2:00 P.M. - NORTH SASKATCHEWAN WATERSHED ALLIANCE**
7. **NEW BUSINESS**
 - 7.1. **ST. PAUL & DISTRICT HOSPITAL FOUNDATION FUNDRAISER**
 - 7.2. **REQUEST FOR FINANCIAL ASSISTANCE - ASHMONT & DISTRICT AG. SOCIETY**
 - 7.3. **BYLAW NO. 2014-02 - BYLAW TO RESCIND BYLAW 2013-03 - FEE SCHEDULE BYLAW**
 - 7.4. **2014 LAND LEASES**
 - 7.5. **2013 STRATEGIC PLAN - 4TH QUARTER**
 - 7.6. **2014 STRATEGIC PLAN**
 - 7.7. **2013 SUMMARY OF DONATIONS AS PER POLICY PER-14**
 - 7.8. **2014 SALARY APPROVAL**
 - 7.9. **EASEMENTS**
 - 7.10. **DATE FOR FEBRUARY COUNCIL MEETING**
 - 7.11. **EVERGREEN REGIONAL WASTE MANAGEMENT SERVICES COMMISSION**

- 7.12. **PURCHASE OF BINS**
 - 7.13. **IN CAMERA**
- 8. **CORRESPONDENCE**
- 9. **REPORTS**
 - 9.1. **CAO REPORT**
 - 9.2. **REPORTS**
- 10. **UPCOMING MEETINGS**
 - 10.1. **JANUARY 20 @ 10:00 A.M. - PUBLIC WORKS**
 - 10.2. **JANUARY 20 @ 1:00 P.M. - PREPARE SUBMISSION FOR MGA CONSULTATION REVIEW**
 - 10.3. **JANUARY 28-31 - ASB PROVINCIAL CONFERENCE, MEDICINE HAT - CONFIRM WHO IS ATTENDING**
 - 10.4. **FEBRUARY 20 - BROWNLEE LAW SEMINAR - CONFIRM WHO IS ATTENDING**
- 11. **FINANCIAL**
 - 11.1. **BUDGET TO ACTUAL**
 - 11.2. **LISTING OF ACCOUNTS PAYABLE**
- 12. **ADJOURNMENT**



December 10, 2013

Start time : 10:00 AM

MINUTES

CALL TO ORDER

The 624th meeting of the Council of the County of St. Paul No. 19 was called to order by Reeve Steve Upham at 10:04 a.m., Tuesday, December 10, 2013 at 10:10 a.m. in the County Office in St. Paul, there being present the following:

Reeve Steve Upham

Councillor Glen Ockerman Division 1

Councillor Dwight Dach Division 2

Councillor Cliff Martin Division 3

Councillor Maxine Fodness Division 4

Councillor Frank Sloan Division 5

Councillor Alphonse Corbiere Division 6

Sheila Kitz CAO

Phyllis Corbiere Executive Assistant

Leo deMoissac Public Works Superintendent

Kyle Attanasio Municipal Intern

Janice Huser St. Paul Journal

MINUTES

Resolution #CM20131210.1001

Moved By: Councillor Maxine Fodness

Motion to approve the minutes of the November 19, 2013 Council Meeting as presented.

CARRIED

BANK RECONCILIATION

Resolution #CM20131210.1002

Moved By: Councillor Dwight Dach

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

CARRIED

ADDITIONS TO AGENDA AND ACCEPTANCE OF AGENDA

The following additions were made to the agenda:

7.25 Advertise 30 foot landroller for sale

7.26 Clerical position for Planning and Development

Resolution #CM20131210.1003

Moved By: Councillor Laurent Amyotte

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

CARRIED

APPOINTMENT SUBDIVISION AND DEVELOPMENT APPEAL BOARD MEMBERS AT LARGE

Resolution #CM20131210.1004

Moved By: Councillor Glen Ockerman

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

CARRIED

**ELK POINT RECREATION
GRANTS**

Resolution #CM20131210.1005

Moved By: Councillor Glen Ockerman

Motion to allocate the Elk Point Recreation Grant funding as follows:

CG Baker Riding Arena - \$12,000

AG Ross Arena - \$20,000

Elk Point Curling Club - \$8,000

CARRIED

**ELK POINT HERITAGE
LODGE AUXILIARY**

Resolution #CM20131210.1006

Moved By: Councillor Dwight Dach

Motion that the County jointly fund a garage with the Town of Elk Point to store the Handi Bus. The County's half will be \$18,200 which will be paid from the 2014 budget.

CARRIED

**REQUEST FOR FUNDING
FOR MS WALK**

Resolution #CM20131210.1007

Moved By: Councillor Glen Ockerman

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

CARRIED

**REQUEST FOR FUNDING
FOR PROVINCIAL
CHAMPIONSHIP**

Resolution #CM20131210.1008

Moved By: Councillor Dwight Dach

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

CARRIED

**REQUEST FOR FUNDING
FOR CAREER QUEST -
PORTAGE COLLEGE**

Resolution #CM20131210.1009

Moved By: Councillor Cliff Martin

Motion to deny the request from Portage College for funding to host a Career Quest event in Lac La Biche.

CARRIED

**MGA CONSULTATION
WORKSHOPS**

Resolution #CM20131210.1010

Moved By: Councillor Maxine Fodness

Motion to approve all Councillors to attend the MGA Consultation Workshop on the day designated for elected officials and the appropriate administrative staff to attend on the day designated for staff in either Edmonton or Vermilion.

CARRIED

Resolution #CM20131210.1011

Moved By: Councillor Maxine Fodness

Motion to reschedule the January Public Works meeting to January 20, 2014 at 10:00 a.m. followed by a discussion on the proposed changes to the MGA, so the comments can be presented at the upcoming MGA Consultation Workshops.

CARRIED

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

Marvin Bjornstad was admitted to the Council Room at 10:35 a.m. to make a presentation on behalf of the Riverland Recreational Society and the Cold Lake Trestle.

He advised Council that they are expecting a CFEP grant of \$125,000 for 2013 and \$125,000 for 2014 to rebuild the Cold Lake Trestle, which is a matching grant. They have requested \$125,000 from the City of Cold Lake and the MD of Bonnyville and are hoping to receive another \$125,000 from the other eight members of Muni Corr. Marvin then requested a contribution of \$50,000 from the County of St. Paul for the Cold Lake Trestle. He advised Council that they used the

same funding formula which was used for the Iron Horse Trail maintenance program to calculate the amount that they requested from each municipality.

Marvin Bjornstad left the Council Room at 11:05 a.m.

Resolution #CM20131210.1012

Moved By: Councillor Cliff Martin

Motion to table the request for funding to repair the Beaver River Trestle to a later date.

CARRIED

**EMERGING TRENDS
MUNICIPAL LAW SEMINAR -
FEBRUARY 20**

Resolution #CM20131210.1013

Moved By: Councillor Maxine Fodness

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

CARRIED

**2014 CONSTRUCTION EXPO
CONFERENCE - MARCH 4-8**

Resolution #CM20131210.1014

Moved By: Councillor Glen Ockerman

Motion to approve Leo deMoissac, Bobby Kinjerski and Steven Jeffrey to attend the Construction Conexpo Conference from March 4-8, 2014 in Las Vegas and the County will pay the conference registration, hotels and flights.

CARRIED

**2014 INTERIM MUNICIPAL
BUDGET**

Resolution #CM20131210.1015

Moved By: Councillor Cliff Martin

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

Operating Revenues - \$29,900,000

Operating Expenditures - \$19,900,000

Capital - \$10,000,000

CARRIED

**COUNTY LIBRARY BOARD
BUDGET**

Resolution #CM20131210.1016

Moved By: Councillor Cliff Martin

Motion to approve the 2014 Library Board Budget which includes a Municipal contribution of \$77,303, as per the recommendations of the County Library Board.

CARRIED

**LAND USE BYLAW AND
MUNICIPAL DEVELOPMENT
PLAN**

Krystle Fedoretz and Dennis Bergheim, Planning and Development were admitted to the Council Room at 11:15 a.m. to present proposed changes to the County of St. Paul Land Use Bylaw and Municipal Development Plan. Following the discussion, Krystle and Dennis left the Council Room.

Resolution #CM20131210.1017

Moved By: Councillor Frank Sloan

Motion to table the amendments to the Land Use Bylaw and Municipal Development Plan until later during the meeting.

CARRIED

**BYLAW NO. 2013-46 - FCSS
BYLAW**

Resolution #CM20131210.1018

Moved By: Councillor Dwight Dach

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

CARRIED

Resolution #CM20131210.1019

Moved By: Councillor Maxine Fodness

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

CARRIED

Resolution #CM20131210.1020

Moved By: Councillor Laurent Amyotte

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

CARRIED UNANIMOUSLY

Resolution #CM20131210.1021

Moved By: Councillor Cliff Martin

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

CARRIED

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

Resolution #CM20131210.1022

Moved By: Councillor Cliff Martin

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

CARRIED

Resolution #CM20131210.1023

Moved By: Councillor Dwight Dach

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

CARRIED

Resolution #CM20131210.1024

Moved By: Councillor Maxine Fodness

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

CARRIED UNANIMOUSLY

Resolution #CM20131210.1025

Moved By: Councillor Frank Sloan

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

CARRIED

COUNTY CREDIT CARDS

Resolution #CM20131210.1026

Moved By: Councillor Glen Ockerman

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.

CARRIED

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

Resolution #CM20131210.1027

Moved By: Councillor Maxine Fodness

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

CARRIED

Resolution #CM20131210.1028

Moved By: Councillor Dwight Dach

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

CARRIED

Resolution #CM20131210.1029

Moved By: Councillor Laurent Amyotte

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

CARRIED UNANIMOUSLY

Resolution #CM20131210.1030

Moved By: Councillor Cliff Martin

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

CARRIED

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

Resolution #CM20131210.1031

Moved By: Councillor Glen Ockerman

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

CARRIED

Resolution #CM20131210.1032

Moved By: Councillor Cliff Martin

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

CARRIED

Resolution #CM20131210.1033

Moved By: Councillor Dwight Dach

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

CARRIED UNANIMOUSLY

Resolution #CM20131210.1034

Moved By: Councillor Frank Sloan

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

CARRIED

Reeve Upham recessed the meeting at 12:00 p.m. and reconvened the meeting at 1:08 p.m. with all members present.

**AMENDMENT TO ROAD
PROTECTION/MAINTENANCE
AGREEMENT**

Resolution #CM20131210.1035

Moved By: Councillor Glen Ockerman

Motion that Council approve the amended Road Protection/Maintenance Agreement with heavy haulers to include a road haul fee which is attached to Policy PW-92.

CARRIED

**NEW EQUIPMENT AND
CAPITAL ASSETS FOR 2014**

Resolution #CM20131210.1036

Moved By: Councillor Frank Sloan

Motion to approve the purchase of the following equipment and capital assets, as per discussions at the December 2 Strategic Planning Session, to be funded from the 2014 budget:

Two Plow trucks - \$350,000 each

Two Graders - \$475,000 each

Gen Set for Crusher - \$400,000

Scissor Neck Trailer - \$121,000

ATCO Trailer for Crusher/Construction - \$60,000

CARRIED

815 PACKER

Resolution #CM20131210.1037

Moved By: Councillor Dwight Dach

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

CARRIED

**OVERLAY FOR MURPHY
ROAD**

Resolution #CM20131210.1038

Moved By: Councillor Maxine Fodness

That Council approve tendering the Murphy Road Overlay Project and after the tenders are received, Council will determine whether or not to award the tender and proceed with the project.

CARRIED

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

Resolution #CM20131210.1039

Moved By: Councillor Cliff Martin

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

CARRIED

**PROPOSED CHANGES TO
LOCAL AUTHORITIES
PENSION PLAN**

Resolution #CM20131210.1040

Moved By: Councillor Cliff Martin

That administration draft a letter requesting an extension to the Government's consultation deadline of December 31, 2013 and request that they hold education sessions in early 2014 to provide municipal leaders with more information and a better understanding of the proposed changes.

CARRIED

**REQUEST TO WAIVE
PENALTIES**

Resolution #CM20131210.1041
Moved By: Councillor Maxine Fodness
Motion that Council waive the penalties on Accounts Receivable Account No. 2182 to February, 2014, but if the original invoice is not paid in full by February 28, 2014, then the account holder will be required to pay the penalties accrued from the date of the original invoice.

Councillor M. Fodness requested a recorded vote:

Councillor G. Ockerman - For
Councillor D. Dach - Against
Councillor C. Martin - Against
Councillor M. Fodness - For
Councillor L. Amyotte - Against
Councillor F. Sloan - Against
Reeve S. Upham - For

DEFEATED

**AFCA FIRE CHIEF'S
MEMBERSHIP**

Resolution #CM20131210.1042
Moved By: Councillor Glen Ockerman
Motion to appoint Councillor D. Dach to the Alberta Fire Chief's Association.

CARRIED

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

Resolution #CM20131210.1043
Moved By: Councillor Cliff Martin
Motion to file the workbook on regulatory framework for recycling.

CARRIED

**MOTION TO ADVERTISE 30
FOOT LAND ROLLER FOR
SALE**

Resolution #CM20131210.1044
Moved By: Councillor Frank Sloan
Motion that the County will no longer be renting out the 30 foot land roller and that it will be advertised for sale.

CARRIED

**MOTION TO APPROVE
CLERICAL POSITION FOR
PLANNING AND
DEVELOPMENT**

Resolution #CM20131210.1045
Moved By: Councillor Cliff Martin
Motion to approve an additional clerical position for the Planning and Development Department.

CARRIED

CAO REPORTS

Resolution #CM20131210.1046
Moved By: Councillor Cliff Martin
Motion to accept the CAO Report as information.

CARRIED

**LISTING OF ACCOUNTS
PAYABLE**

Resolution #CM20131210.1047
Moved By: Councillor Maxine Fodness
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>
17307	Nov. 5, 2013	18336-18397	\$310,444.83
17313	Nov. 8, 2013	18398-18408	\$123,427.30
17319	Nov. 4, 2013	18409-18500	\$534,966.56
17339	Nov. 22, 2013	18501-18598	\$794,658.88

CARRIED

BUDGET TO ACTUAL

Resolution #CM20131210.1048
Moved By: Councillor Cliff Martin
Motion to approve the budget to actual as of November 30, 2013.

CARRIED

COUNCIL FEES

Resolution #CM20131210.1049

Moved By: Councillor Frank Sloan

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

CARRIED

IN CAMERA

Resolution #CM20131210.1050

Moved By: Councillor Maxine Fodness

Motion to go in camera to discuss a land issue.

Time: 2:00 p.m.

CARRIED

Resolution #CM20131210.1051

Moved By: Councillor Dwight Dach

Motion to revert to an open meeting. Time: 2:28 p.m.

CARRIED

**LAND USE BYLAW AND
MUNICIPAL DEVELOPMENT
PLAN**

Resolution #CM20131210.1052

Moved By: Councillor Cliff Martin

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

CARRIED

Resolution #CM20131210.1053

Moved By: Councillor Maxine Fodness

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

CARRIED

ADJOURNMENT

Business on the agenda being concluded, Chairman S. Upham adjourned the meeting. Time: 3:02 p.m.

These minutes approved this 14th day of January, 2014.

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

6.1. 10:15 A.M. - MP BRIAN STORSETH

#20140107005

Meeting : January 14, 2014

Meeting Date : 2014/01/14 10:00

Background

MP Brian Storseth will give a brief report on House of Commons activities and then answer any questions or hear any concerns Council may have.

Additional Information

Originated By : pcorbiere



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Issue Summary Report

6.2. 11:00 A.M. - PUBLIC HEARING BYLAW NO. 2013-50 - LAND USE BYLAW #20140106008

Meeting : January 14, 2014

Meeting Date : 2014/01/14 10:00

Background

A Public Hearing for Bylaw No. 2013-50, Land Use Bylaw has been scheduled for 11:00 a.m.

Recommendation

Motion to adjourn the meeting and proceed to public hearing scheduled for 11:00 a.m. to discuss Bylaw No. 2013-50, Land Use Bylaw.

Additional Information

Originated By : pcorbiere



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Issue Summary Report

6.3. 11:30 A.M. - PUBLIC HEARING BYLAW NO. 2013-51 - MUNICIPAL DEVELOPMENT PLAN #20140106009

Meeting : January 14, 2014

Meeting Date : 2014/01/14 10:00

Background

A Public Hearing for Bylaw No. 2013-51, Municipal Development Plan has been scheduled for 11:30 a.m.

Recommendation

Motion to adjourn the meeting and proceed to public hearing scheduled for 11:30 a.m. to discuss Bylaw No. 2013-51, Municipal Development Plan.

Additional Information

Originated By : pcorbiere



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Issue Summary Report

6.4. 1:15 P.M. - PUBLIC HEARING BYLAW NO. 2013-37

#20140108001

Meeting : January 14, 2014

Meeting Date : 2014/01/14 10:00

Background

At the September Meeting, Council gave first reading to Bylaw No. 2013-37, which is a bylaw to amend Bylaw No. 2013-11 as it relates to rezoning PNW 19-60-9-4 from Agricultural to Country Residential (1). The applicant would like to subdivide an acreage on the property, however the land is already maxed out for subdivision so rezoning is the only option.

Bylaw No. 2013-37 was advertised in the St. Paul Journal the weeks of December 31, 2013 and January 7, 2014 and the adjacent landowners were notified via letter post.

A Public Consultation was held. The summary from the Public Consultation is attached.

Krystle Fedoretz will attend this Public Hearing.

Recommendation

Motion to adjourn the meeting and proceed to Public Hearing scheduled for 1:15 p.m. to discuss Bylaw No. 2013-37, which is a Bylaw to amend Land Use Bylaw No. 2013-11 as it relates to rezoning PNW 19-60-9-W4 from Agricultural to Country Residential (1).

Additional Information

Originated By : pcorbiere

Developer Public Consultation Report

Please complete the form below and return it to the Planning and Development Department.

1. Date of Public Consultation: December 9, 2013

2. Location of Public Consultation:

Mallaig Curling Rink

3. Number of People in Attendance: 4

Please attach sign-in sheet

4. What did those in attendance like about the project?

new family will move to community

5. What did those in attendance dislike about the project?

nothing

6. How are concerns being addressed?

no concerns

7. Additional Comments:

—

Please attach comment forms, minutes of proceedings (if a public meeting was held), and return this report to Planning and Development. You will be notified via letter post regarding the date and time for the Public Hearing with the County of St. Paul Council.

COUNTY OF ST. PAUL REZONING APPLICATION

Name of Applicant: Rechnyski Land Services Ltd. Email: albert@rechnyski.com
Mailing Address: Box 1987, St. Paul, AB, T0A 3A0
Telephone (Home): 780-645-5169 (Business): 780-645-3399 (Fax): 780-645-3260
Registered Owner (if not applicant): Philip: Amanda Amyotte
Mailing Address: Box 91, McLaughlin, AB T0A 2K0
Telephone (Home): 780-645-1688 (Business): _____ (Fax): _____

1. LEGAL DESCRIPTION OF LAND TO BE SUBDIVIDED:

- a) All / part of the NW 1/4 19 section 60 township 2 range W4M Roll: 9019500
b) Being all / parts of Lot _____ Block _____ Registered Plan _____
c) Total area of the above parcel of land to be rezoned is 129.77 acres 52.52 (hectares)

2. ZONING INFORMATION:

- a) Current Zoning as per the Land Use Bylaw 2013-11: AGRICULTURAL
b) Desired Zoning as per the Land Use Bylaw 2013-11: COUNTRY RESIDENTIAL 1
c) Proposed use as per the Land Use Bylaw 2013-11: COUNTRY RESIDENTIAL 1
d) Is the proposed use a permitted or discretionary use: PERMITTED
e) Is the proposed parcel located within an Area Structure Plan or Inter-municipal Development Plan? NO
f) Information in support of the rezoning:

OWNER WISHES TO SUBDIVIDE ACREAGE FOR
THE PURPOSE OF BUILDING A RESIDENCE.
TO BE OWNED BY HIS BROTHER.

Appendix 2 for 6.4.: Rezoning Application

3. LOCATION OF LAND TO BE REZONED:

a) Is the land situated immediately adjacent to the municipal boundary? Yes _____ No ✓

If "yes", the adjoining municipality is _____

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

If "yes" the highway is No. _____

c) Does the proposed parcel contain or is it bounded by a river, stream, lake or body of water, or by a canal or drainage ditch? Yes _____ No ✓

If "yes", state its name _____

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

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

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

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

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

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

ii) Does the proposed parcel contain a slope greater than 15% Yes _____ No _____

4. PHYSICAL CHARACTERISTICS OF LAND TO BE SUBDIVIDED:

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

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

TREE STANDS

5. WATER SERVICES:

a) Existing Source of Water: WELL

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

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

Appendix 2 for 6.4.: Rezoning Application

6. SEWER SERVICES:

- a) Existing sewage disposal: none
- b) Proposed sewage disposal: Pumpout

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

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

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

Appendix 2 for 6.4.: Rezoning Application

REGISTERED OWNER OR PERSON ACTING ON BEHALF:

I, BACHYNSKI, LERO SANCHEZ LTO. hereby certify that (check one):

☐ I am the registered owner; or

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

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

[Signature]
Agent Signature

Sept. 4, 2013
Date

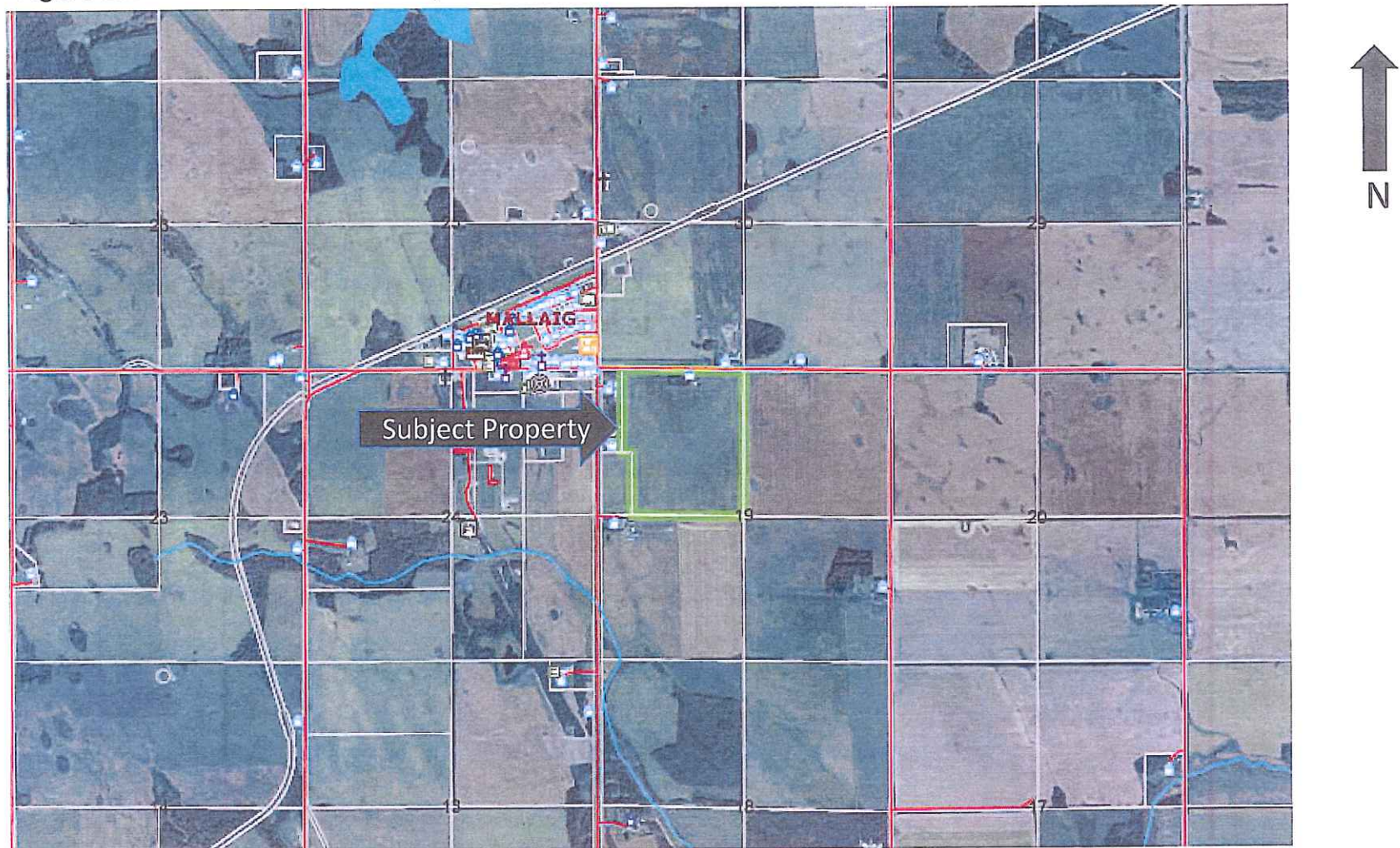
Owner Signature

Date

Owner Signature

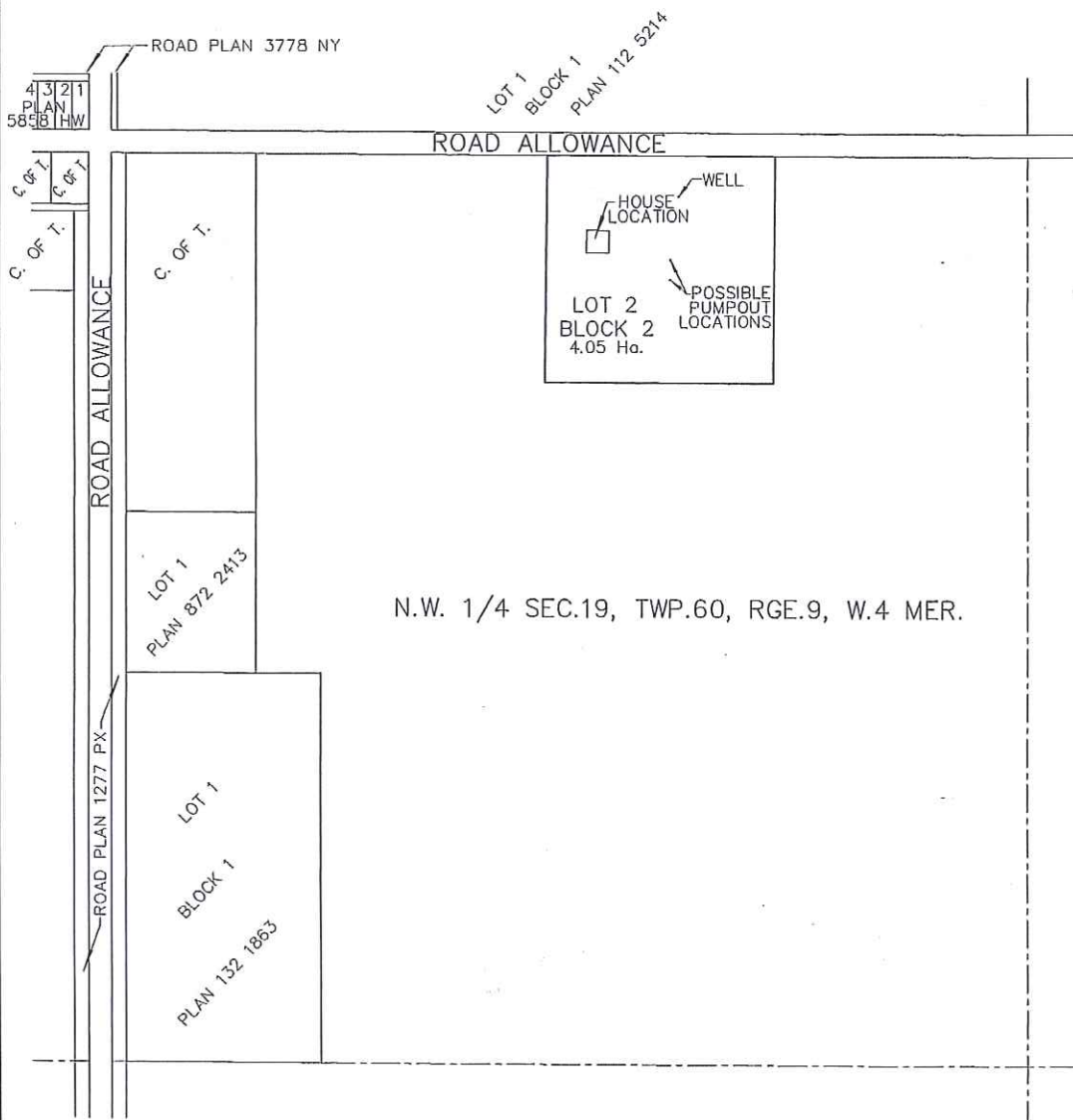
Date

Figure 1.0 – General Location Map



Appendix 2 for 6.4.: Rezoning Application

TENTATIVE PLAN
SHOWING PROPOSED SUBDIVISION OF PART OF
N.W.1/4 SEC.19, TWP.60, RGE.9, W.4 MER.
COUNTY OF ST. PAUL, ALBERTA



SCALE 1:5000

RACHYNSKI LAND SURVEYS(1998) LTD.
BOX 1987, ST. PAUL, AB.
780-645-3399
DRAWING FILE NAME: SP62113
DATE DRAWN: AUGUST 20, 2013



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

Issue Summary Report

6.5. 1:30 P.M. - JOHN HOLLY (IN CAMERA)

#20140108008

Meeting : January 14, 2014

Meeting Date : 2014/01/14 10:00

Recommendation

Motion to go in camera to discuss a land issue.

Time:

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

6.6. 2:00 P.M. - NORTH SASKATCHEWAN WATERSHED ALLIANCE #20140108002

Meeting : January 14, 2014

Meeting Date : 2014/01/14 10:00

Background

David Trew, Executive Director with the North Saskatchewan Watershed Alliance, will be in to provide an update on the 2013-14 activities of the North Saskatchewan Watershed Alliance with particular reference to current watershed planning work in the Sturgeon and Vermilion River basins, watershed assessments for recreational lakes (including Mayatan, Wabamun and Lac St. Cyr) and overall implementation progress on the integrated Watershed Management Plan for the NSR (2102).

Additional Information

Originated By : pcorbiere



Annual Report 2012 – 2013



YOUR WATERSHED

YOUR VOICE

March 31, 2013

NORTH SASKATCHEWAN WATERSHED ALLIANCE SOCIETY

ANNUAL REPORT 2012 – 2013

The North Saskatchewan Watershed Alliance (NSWA) is a multi-stakeholder watershed protection and improvement partnership formed in 1997 and incorporated as a non-profit society in 2000.

The NSWA provides a forum to recognize and address issues affecting the North Saskatchewan River (NSR) watershed in Alberta. It also initiates and supports activities that impact the watershed positively.

NSWA membership includes individual citizen members and organizational members. Organizational membership categories are: federal, provincial, and municipal governments; industry; utility; agriculture producer groups; environment and conservation groups; recreation, culture, and tourism groups; and education and research institutions.

In 2005, the NSWA was recognized by the Government of Alberta as the Watershed Planning and Advisory Council (WPAC) for the North Saskatchewan River watershed in Alberta. As a partner in *Water for Life: Alberta's Strategy for Sustainability* (2003), the NSWA was given a mandate by the government to report on the State of the Watershed (completed in 2005) and to prepare an Integrated Watershed Management Plans (IWMP – completed in 2012). The IWMP provides watershed management advice to address issues raised by stakeholders and to achieve the three goals of the *Water for Life* Strategy: safe, secure drinking water; healthy aquatic ecosystems; and reliable, quality water supplies for a sustainable economy.

NSWA's VISION

"People working together for a healthy and functioning North Saskatchewan River watershed – today and tomorrow."

NSWA'S MISSION

"To protect and improve water quality, water quantity and the health of our watershed by: seeking, developing and sharing knowledge; facilitating partnerships and collaborative planning; and working in an adaptive management process."

NSWA MEMBERSHIP

The NSWA collaborates with as many stakeholder groups as possible and encourages all sectors, user groups and interested citizens from across the watershed to become involved in the watershed management planning process. During 2012-13 the NSWA continued to engage individuals, municipal jurisdictions and other stakeholders throughout the watershed on NSWA projects and activities (see complete listing at end of this report). As of March 31st 2013, 52 individuals and 104 organizations were NSWA members.

Board members are elected at the Annual General Meeting and commit to two years of service from the date of the AGM. The following individuals served on the NSWA Board during 2012-13. We acknowledge and appreciate their dedicated efforts to support watershed planning in Alberta.

Position	Name	Sector Representation
President	Dr. Les Gammie	Utility
Vice-President	Pat Alexander	Municipal
Treasurer	Robert Kitching	Municipal
Secretary	Candace Vanin	Government of Canada
Director	Dr. Fayi Zhou	City of Edmonton
Director	Bill Fox	Agriculture
Director	Tracy Scott	NGO
Director	Vacant	Alberta Government
Director	Andrew Schoepf	Alberta Government
Director	Dr. Naomi Krogman	Member at Large
Director	Aaron Rognvaldson	Petroleum
Director	Shirley Benson	Métis
Director	Vacant	First Nations
Director	Dr. Laurie Danielson	Industry
Director	Rod Kause	Utility
Director	Bob Winship	Forestry
Director	Patrick Gordeyko	Municipal
Director	Vacant	NGO

NSWA STAFF

The NSWA employed five staff and one contractor during 2012-13: David Trew (P. Biol.), Executive Director; Billie Milholland, B.A., Communications Manager; Gordon Thompson (P. Eng.), Technical Program Coordinator; Melissa Logan, (P.Biol.), Basin Planner; Meghann Matthews, BBA, Administrative Assistant, and Eleanor Kneffel, B.Sc., Project Manager.

FINANCIAL OVERVIEW

An audited financial statement for the fiscal year April 1, 2012 to March 31, 2013 was prepared for NSWA by Lim and Associates, Certified General Accountants, Edmonton.

The NSWA began the fiscal year on April 1, 2012 with \$306,609 in total assets, and completed the fiscal year on March 31, 2013 with \$217,006 in total assets. Full details are available in the audited financial statement, which has been posted to www.nswa.ab.ca.

PARTNER CONTRIBUTIONS

We thank the City of Edmonton for continuing to provide significant in-kind support to NSWA operations during 2012-2013. This support includes: office space, furniture, equipment, supplies and computer support for our operations. Members of our Board of Directors and the Vermilion River Watershed Management Project (VRWMP) Steering Committee also provided in-kind support in terms of their time, expertise and travel costs. NSWA gratefully acknowledges the contributions of these individuals and their respective organizations. Total in-kind support to NSWA in 2012-13 has been estimated at \$366,902.

We also thank: Alberta Environment and Sustainable Resource Development; Alberta North American Waterfowl Management Plan (NAWMP) Partnership; EPCOR; the City of Edmonton; Alberta Beef Producers; Agriculture and Agri-Food Canada; Penn-West and numerous Rural and Urban Municipalities (including Beaver, Brazeau, Camrose, Clearwater, Leduc, Lac Ste Anne, Minburn, St. Paul, Two Hills, Vermilion River Counties; the Towns of Devon, Drayton Valley, Elk Point, Gibbons, Rocky Mountain House, St. Paul, Smoky Lake, Tofield, Vegreville and Vermilion; the Cities of Edmonton, Ft. Saskatchewan, St. Albert; and the Village of Spring Lake) for providing direct cash contributions to support both NSWA operations and projects during the past fiscal year. NSWA also appreciates the continued commitment from our volunteers to support our work.

STRATEGIC PLANNING

The NSWA Board of Directors and staff developed a three-year Strategic Plan (April 1, 2013 to March 31, 2016) for the organization. This Strategic Plan provides goals and strategies required to achieve the Vision and Mission of the NSWA. A more detailed operational plan is developed annually for the organization. The four major Strategic Goals for the North Saskatchewan Watershed Alliance, for the period 2013-16, are as follows:

1. Provide leadership in regional watershed planning through the provision of well supported information and advice.
2. Facilitate watershed research to address issues and inform management actions within the basin.
3. Establish an ongoing collaborative planning and management framework for the basin.
4. Establish a strong operational model for the NSWA and ensure the organization is sustainable, with sufficient capacity and funding.

The NSWA's primary initiative for 2013-14 is the implementation of the *Integrated Watershed Management Plan* (IWMP) for the North Saskatchewan River. Work continues to develop the long-term collaboration required to achieve the goals of the IWMP and to implement the recommended actions. The NSWA has expanded its role as a bridging organization, bringing people together to discuss and develop implementation initiatives.

Municipal Watershed Partnerships and Expert Working Groups will be formed to address priority IWMP tasks. Municipal Watershed Partnerships will be comprised of municipal leaders from the key sub-watersheds. The Expert Working Groups will operate under the guidance of the NSWA Board. The Expert Working Groups will identify knowledge gaps and research needs; develop detailed work plans; review pertinent legislation and policy; and identify best management practices. The NSWA will provide technical secretariat support to both the Municipal Watershed Partnerships and Expert Working Groups.

PROGRAM OVERVIEW

Major NSWA strategic initiatives and projects in 2012-13 included:

- Completion of the *Atlas of the North Saskatchewan River Watershed in Alberta*
- Completion and distribution of the *Integrated Watershed Management Plan for the North Saskatchewan River Watershed in Alberta*
- Supported the completion and distribution of the *Vermilion River Watershed Management Plan* (authored by the VRWMP- Steering Committee)
- Completion of a water quality assessment for Lac St Cyr
- Completion of a creative sentencing project (Alberta Justice) on the regulation of water use in Alberta
- Organization of the 2013 provincial CWRA/WPAC conference in Red Deer - March 2013
- Participation in the annual WPAC summit in Lethbridge
- Assessment of water use in the oil and gas industry in both the Ram and Modeste sub watersheds
- Evaluation of Alberta Biodiversity Monitoring Institute Gravel Pit Mapping Data
- Participation in the implementation of the Water Management Framework for the Industrial Heartland and Capital Region
- Participation in the AESRD *Water Conversations*
- Collaboration with municipalities and watershed stewardship groups in watershed management initiatives (Vermilion and Sturgeon rivers; Mayatan and Wabamun lakes)
- Finished mapping, identified illustration needs, continued research and initiated a year-long photography project with Images Alberta for the *Living in the Shed* project
- Participation in the City of Edmonton Biodiversity Committee
- Launched a new website
- Expanded the reach of Twitter and Facebook accounts.
- Improved membership newsletter
- Collaborate regularly with other *Water for Life* partnerships (WPACS and AWC)
- Completed a governance review for the NSWA Board

Strategic Goal 1: Provide leadership in regional watershed planning through the provision of well-supported information and advice.

INTEGRATED WATERSHED MANAGEMENT PLAN (IWMP)

The *Integrated Watershed Management Plan for the North Saskatchewan River in Alberta* was approved by the Board and submitted as advice to Alberta Environment and Sustainable Resource Development in accordance with NSWA's WPAC mandate. The report was also printed and mailed to over 500 decision-makers, members and stakeholders, and distributed at events throughout the watershed. After the distribution of the report, briefings of key sectors were initiated. Implementation concepts require finalization by the Board and commitments from the Government of Alberta. Many future projects are embedded in the IWMP recommendations. Implementation will begin with the formation of Municipal Watershed Partnerships and Expert Working Groups.

VERMILION RIVER WATERSHED MANAGEMENT PROJECT (VRWMP)

The Vermilion River Watershed Management Project (VRWMP) is a collaborative initiative between the North Saskatchewan Watershed Alliance, the Alberta North American Waterfowl Management Plan Partners (AB-NAWMP) and the North East Alberta Water Management Coalition (NEAWMC). The project was initially conceived under *Water for Life: Alberta's Strategy for Sustainability* as an opportunity to apply watershed management concepts and activities at a subwatershed scale. The Vision for the VRWMP is that *"the Vermilion River Basin is a healthy and sustainable watershed"*, and the mission of the VRWMP is to *"Complete a locally-developed and supported watershed plan that balances social, economic, and environmental needs of the watershed community."*

A Steering Committee for the VRWMP was established with participation and in-kind contributions from: four rural municipalities (Beaver County, County of Minburn, County of Two Hills No. 21, and County of Vermilion River); two urban municipalities (Town of Vegreville and Town of Vermilion); the Vermilion River Operations Advisory Committee; Holden Drainage District; Alberta Environment Water Management Operations; Alberta NAWMP; Lakeland College; and the NSWA.

The NSWA provided coordination, technical assistance and Board oversight to the project. NSWA was present at all monthly steering committee meetings for the project during 2012-13. During spring 2011, the VRWMP-SC completed a document entitled *"Vermilion River Watershed Management Plan: Draft Plan for Discussion"*, which was released for public review in summer 2011. The plan was completed in 2012 and distributed to over 400 watershed residents and stakeholders. NSWA will continue to support implementation planning for the VRWMP during 2013-14.

Strategic Goal 2: Facilitate watershed research to address issues and inform management actions within the basin.

LAC ST CYR WATER QUALITY STUDY

The North Saskatchewan Watershed Alliance was contracted by *Alberta Environment and Sustainable Resource Development* in 2012 to summarize and evaluate all available water quality information for Lac St Cyr, and to determine what impact, if any, the annual water diversions from the North Saskatchewan River have had on the lake. Diversions from the river began in 1978, and occur annually between November and March. The report contains a review of historic water quality monitoring and related studies at Lac St Cyr, plus an update on the current hydrology of the lake.

Lac St Cyr has taken on the chemical and hydrological characteristics of an off-stream reservoir, as the water quality is nearly equivalent to that of the river and the system has a higher hydrological flushing rate than most central Alberta lakes. Long-term management of river water quality and prudent land use management of the watershed were strongly recommended to ensure the safety of the drinking water supply for the Town of St. Paul and other municipalities.

MODESTE AND RAM SUBWATERSHEDS WATER USE REPORTS

The quantities and sources of water used by the upstream oil and gas industry, particularly for the rapidly growing practice of fracking, is a particular concern for stakeholders in the upstream portion of the NSR watershed. To provide background information on this issue, a project was undertaken to update estimates of water use for upstream oil and gas, as well as for all the other major water use sectors, in the Modeste and Ram sub-watersheds.

NSWA received a donation of \$20,000 for this project from a Penn West program designed to provide funding to WPAC's. Information on the number and type of wells drilled and water use information was provided by the Energy Resources Conservation Board. Alberta Environment and Sustainable Resource Development provided current information on water licenses and reported water use.

ATLAS OF THE NORTH SASKATCHEWAN RIVER WATERSHED IN ALBERTA

The *Atlas of the North Saskatchewan River Watershed in Alberta* was developed as an educational publication, as well as a fundraiser for the NSWA and contains information on several watershed themes. The content was gathered from a number of sources, including technical studies prepared by the NSWA. The information provides a broad overview of the North Saskatchewan River watershed's natural attributes and the scope and scale of human activities. The goal for the Atlas is to broaden the understanding of watershed characteristics and raise awareness about challenges associated with managing and protecting this watershed.

WATER MANAGEMENT FRAMEWORK FOR THE INDUSTRIAL HEARTLAND and CAPITAL REGION (IH-WMF)

The purpose of the Water Management Framework for the Industrial Heartland and Capital Region is to improve water quality and manage water quantity over the long term in the Devon to Pakan reach of the North Saskatchewan River. It takes a regional, cumulative effects approach to managing the impacts on the River of both existing and future municipal and industrial development in the Capital Region, and complements NSWA's IWMP for the whole watershed. NSWA is represented on the IH-WMF Implementation Steering Committee by Dr. Les Gammie and on the Baseline Science, Engineering and Governance sub-committees by Gordon Thompson, P. Eng.

During development of the IH-WMF a number of studies were done to update information on water quality, sediment quality, and the aquatic ecosystem health of the North Saskatchewan River in areas both upstream and downstream of the Capital Region. This work was summarized in an AESRD Synthesis Report prepared for the Steering Committee.

The engineering study of a range of options for providing water supply and wastewater treatment for current and future industry was completed in 2012. While it found there were no technical barriers to building regional systems to recycle treated industrial and municipal wastewater for industrial supply, the economics and risks involved were not favourable.

Communication on progress achieved and examination of next steps is ongoing. This includes a wide range of topics, from data collection programs and a further engineering study, to investigation of policy tools around subjects such as regional development and waste load contaminant trading programs.

Strategic Goal 3: Establish an ongoing collaborative planning and management framework for the basin.

MAYATAN LAKE AND STURGEON RIVER SUBWATERSHED

State of the Watershed reports were completed in 2012 for Mayatan Lake (by NSWA) and for the Sturgeon River (by the City of St Albert). The Mayatan Lake Management Association (MLMA) and the City of St. Albert are supportive of developing management plans for their respective watersheds. During 2012-13 NSWA worked with the MLMA, AESRD and the County of Parkland to explore lake watershed management needs and processes. NSWA will also encourage and support the development of a Municipal Watershed Partnership for the Sturgeon River basin.

PROVINCIAL ACTIVITIES

The NSWA continues to work with the other key partnerships established under *Water for Life: Alberta's Strategy for Sustainability*. The NSWA occupied the seat as the WPAC representative on the Alberta Water Council from October 2010 to October 2012. The NSWA was also active on a number of project teams of the Alberta Water Council, including: the Conservation, Efficiency and Productivity (CEP) Team; the AWC-WPAC-WSG Communications team; and the Non-Point Source Runoff Team.

The NSWA actively contributes to discussions regarding watershed planning mandates and capacities in Alberta, and hopes to contribute significantly to forthcoming regional planning activities under the Land Use Framework.

The Executive Directors of all WPACs continued to meet quarterly to discuss mutual progress, operational concerns and organize the Annual WPAC Summit.

Alberta WPACs and Canadian Water Resources Association held a joint Watershed Management Planning Conference in Red Deer in March 2013, which brought together representatives from all 11 WPACs, watershed stewardship groups, scientists, educators, municipalities and other stakeholders from across Alberta to discuss the current state of watershed management.

SOCIAL MEDIA AND WEBSITE

In 2012, NSWA staff continued to use social media to raise awareness about the organization's activities. The NSWA Twitter feed was started in May 2010, and by March 31, 2013 the organization had accumulated 1017 followers (up from 730 followers in 2011-12), ranging from environmental organizations, news media, non-profit groups, individuals and other WPACs. The Twitter feed has been used to disseminate news from other local environment groups and raise awareness about activities within the watershed. The monthly newsletter entitled *InStream* was published on a regular basis and posted to the NSWA website as a further initiative at keeping NSWA members informed about issues, events, and activities. The NSWA website was renewed and continually updated to increase content and promote events and news.

Strategic Goal 4: Establish a strong operational model for NSWA and ensure the organization is sustainable, with sufficient capacity and funding.

The NSWA Board of Directors established a sub-committee in 2011-12 to review governance issues and to support the future growth of the NSWA Society. The sub-committee continued work into 2012-13 and recommended new organizational approaches for the NSWA, with the development of new governance protocols for the Board of Directors and new accountabilities for staff. These changes reflect the evolution and organizational learnings of the NSWA since being appointed the WPAC in 2005 and are designed to improve overall effectiveness. They are also reflective of the changing policy and planning environment in Alberta. A key organizational goal for NSWA is to strengthen its role as the primary watershed planning forum for the NSR basin.

OUTREACH HIGHLIGHTS FOR THE YEAR ENDING MARCH 31, 2013

APRIL 2012

- April 4 – Presentation at Alberta Institute of Agrology Conference, Banff
- April 10 – Meeting with Wabamun Watershed Management Council to discuss State of the Watershed Report project
- April 18 – Eco-Expo at Alberta Agriculture
- April 24 – Beaver River Watershed Alliance Annual General Meeting

MAY 2012

- May 2-3 – NSWA Board Retreat
- May 7 – Provincial WPAC managers' meeting
- May 8 – Briefing to Rocky Mountain House Town Council on NSWA activities
- May 13 – Sturgeon River Clean-up
- May 23 – Briefing to Gibbons Town Council on NSWA activities
- May 25 - AESRD Water Caucus Meeting
- May 26 – Athabasca Watershed Council AGM, Barrhead
- May 30 – Industrial Heartland Level 2 Report Review Meeting

JUNE 2012

- June 6 – WPAC Forum, Leduc
- June 17-22 – International Symposium on Society and Resource Management at University of Alberta
- June 19 – Presentation to Edmonton Gyro Club, Mayfair Golf and Country Club
- June 20 – NSWA Annual General Meeting, Nisku
- June 7 – Industrial Heartland Steering Committee Meeting
- AESRD Aggregates Coalition Meeting

JULY 2012

- July 25 – Alberta Water Council riparian workshop

AUGUST 2012

- August 7 – Beaver County BBQ
- August 8 – Presentation to Wabamun Watershed Management Council
- August 9-10 – Integrating Water Innovation Forum - University of Alberta's Centre for Sustainable Rural Communities (ACSRC), Camrose
- August 24 – North Saskatchewan River Valley Alliance event
- August 25 – Pigeon Lake Watershed Association meeting

SEPTEMBER 2012

- September 4 – Frog sub watershed tour with draft “Living in the Shed” maps
- September 12 – Vermilion sub watershed tour with draft “Living in the Shed” maps
- September 12 – AESRD Maximum Allowable Loadings workshop
- September 17 – 18 Alberta Lake Management Society workshop
- September 20 – City of Edmonton Biodiversity Committee Meeting
- September 25 – 27 WPAC Summit, Milk River
- September 28/29 – Brazeau & Clearwater sub watershed tour with draft “Living in the Shed” sub watershed maps

OCTOBER 2012

- October 9 – City of Edmonton Biodiversity Committee Meeting
- October 12 – Water Quality Monitoring Group Meeting
- October 22 – AESRD Water Caucus Meeting
- October 30 – Industrial Heartland Steering Committee Meeting

NOVEMBER 2012

- November 8 - Water Quality Monitoring Group Meeting
- November 15 - South Saskatchewan Regional Plan Open House, Edmonton
- November 17 – Alberta Environment Network AGM, Edmonton
- November 29 – Stewards in Motion workshop, co-hosted with LSCC, in Drayton Valley

DECEMBER 2012

- December 4 – Central Region AESRD and Central region WPAC meeting, Wetaskiwin
- December 7 – Briefing to NDP caucus, Edmonton
- December 13 - City of Edmonton Biodiversity Committee Meeting
- December 13 – Briefing to Canadian Bar Association, Edmonton
- December 14 – VRWMP Committee meeting with AB Agriculture and Rural Development and ESRD - Growing Forward 2 program
- December 21 – Meeting with faculty of King’s College to set up student project work

JANUARY 2013

- January 17 - Industrial Heartland Monitoring Workshop
- January 19 – AEN Water Caucus Meeting
- January 29 – Briefing to Capital Region Caucus MLAs, Edmonton
- January 30 – St. Albert - NAIT’s Sturgeon River Research Project Open house

FEBRUARY 2013

- February 6 – Briefing to Leduc Town Council
- February 14 - AESRD Aggregate Coalition Meeting
- February 22 – Meeting with City of St Albert re: Sturgeon River Watershed Management Plan.
- February 26 – VRWMP Committee meeting in Vermilion
- February 27 – NSWA supported Water Conversations, Edmonton

MARCH 2013

- March 5 – Alberta NAWMP wetland forum
- March 6 – Meeting with City of St Albert re: Sturgeon River Watershed Management Plan.
- March 12-14 – CWRA/WPAC Joint Conference on Watershed Management Planning in Alberta
- March 13 – Thorsby - AESRD Water Conversation
- March 14 – City of Edmonton Biodiversity Committee Meeting
- March 20 – Briefing to Bruderheim Town Council



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

Issue Summary Report

7.1. ST. PAUL & DISTRICT HOSPITAL FOUNDATION FUNDRAISER #20140108005

Meeting : January 14, 2014

Meeting Date : 2014/01/14 10:00

Background

The St. Paul & District Hospital Foundation will be holding their annual fundraising event on March 1, 2014. This year they are raising funds for a Birthing Bed and a CBC Analyzer.

They are looking for support for their fundraiser by way of a donation for their live/silent auction and/or purchase a table of eight for \$400.

In 2012 and 2013 Council purchased a table of 8 and donated a silent auction item for the Hospital Foundation Fundraiser.

Recommendation

Motion to purchase a table of 8 for \$400 and donate an item to be used for the silent auction at the St. Paul and District Hospital Foundation Gala on March 1, 2014.

Additional Information

Originated By : pcorbiere

St. Paul and District Hospital Foundation

4713 – 48 Avenue

St. Paul, AB T0A 3A3

Phone: (780) 645-3331 Fax: (780) 645-1702

RECEIVED JAN 08 2014

January 6, 2014

I am pleased to announce our annual St. Paul and District Hospital Foundation Gala will be held on **Saturday, March 1, 2014**. This year's event will include a full course supper, live entertainment and a silent and live auction.

Each year, our hospital is able to provide enhanced care for the St. Paul community and surrounding areas with a combined population of approximately 15,800 people. Last year, without donations like yours, we would not have been able to meet our goal and provide equipment such as an ECG Machine, Colonoscope and a Ventilator. This year, our goal is to raise funds for the following:

- **Birthing Bed** – This bed is designed to increase the patient's comfort during labour which also converts to a delivery bed, this way the patient doesn't have to transfer from one bed to another - \$20,000.00
- **CBC Analyzer** – The Complete Blood Count machine is used to do routine and emergent blood counts and assists in the diagnosing of infections, cancers & conditions that require transfusions as well as many other diseases and illnesses. Cost: \$55,000.00

The two main ways to get involved are:

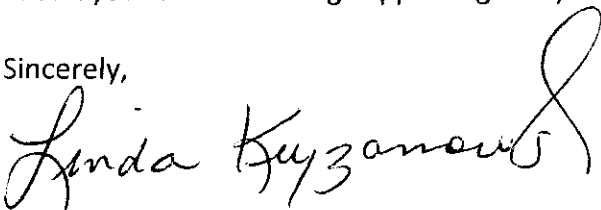
- 1) A donation towards the live/silent auction. This could be in the form of an item or cash donation. The cash donation could be used towards the purchase of an item for the event.
- 2) Attendance with you and your employees with the purchase of a table of eight for \$400 or individual tickets for \$50 each.

We are asking for your financial assistance towards helping purchase these items for the people in our community. With your donation, we would also recognize your business in our program at the evening gala.

Within the next few weeks you will be visited by representatives from the Foundation who will be requesting your assistance. For further information, please contact myself, Linda Kryzanowski at 780-645-3882 or Michelle Blanchette at 780-645-3331.

With our fundraising efforts staying in the community, together, we make our community stronger. Thank you for considering supporting this year's event.

Sincerely,



Linda Kryzanowski

Chairperson

LK/lo



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 FINANCIAL ASSISTANCE - ASHMONT & DISTRICT AG. SOCIETY

#20140108004

Meeting : January 14, 2014

Meeting Date : 2014/01/14 10:00

Background

The Ashmont & District Ag Society is in need of repairs in their kitchen to meet Alberta Health Regulations. They need to remove the Counter and a wall as well as replace their sinks and waterlines, which they estimate will cost approximately \$10,000. The Ashmont Ag Society is asking for financial support to help with these unexpected costs.

Recommendation

As per Council's wishes.

Additional Information

Originated By : pcorbiere

**ASHMONT AND DISTRICT AGRICULTURAL SOCIETY
BOX 23, ASHMONT, ALBERTA
TOA-OCO
PHONE : 780- 726-3949 – AGRIPLEX**

RECEIVED JAN 02 2014

December 23, 2013

Mrs. Sheila Kitz
CEO County of St. Paul
5015 – 49 Avenue
St. Paul, Alberta
TOA 3A4

Dear Sheila;

The Ashmont and District Agricultural Society was formed in 1984. As a Society we fund raised to build the Ashmont Agriplex which was constructed in 1990. Since the construction we have achieved top rate ball diamonds, and constructed a family playground. This year our volunteers have regenerated the outdoor skating rink for the community.

Maintenance has always been maintained to the highest level, given our facility the recognition of a clean, quality rental unit for many community events including weddings and funerals.

The membership was recently challenged with the need to upgrade our kitchen unit, as water usage has deteriorated the counter, requiring the removal of a wall and replacement of new sinks and waterlines to meet Alberta Health Regulations.

Alberta Health Regulations clearly states that no areas can have any mildew that may contaminate equipment used or food prepared for human consumption. All areas when cleaned must guarantee sterile preparation areas, free of possible contamination. We are inspected quarterly with our next inspection in March of 2014.

At the December 17, general meeting a decision was made to purchase necessary equipment and hire a contractor to install to meet all standards. The estimation is 10,000.00 (ten thousand) dollars and volunteers will support where acceptable.

For the membership making this necessary commitment we will need to use funds that were dedicated for skating rink upgrading and to reside the Agriplex. The membership know this is of high priority to meet these Alberta Health Regulations to continue hosting community events and for rental revenues.

We would like to request financial support from the County of St. Paul for this unexpected building maintenance cost.

Should you require any additional information please contact,
Garry Himschoot @ 780 726- 3897 or Carol Bentley @ 780 726-2182 project leads.

Thank you for your consideration in this matter.

Sincerely:

A handwritten signature in black ink, appearing to read 'Chris Boorse', with a stylized flourish at the end.

Chris Boorse
President
Ashmont and District
Agricultural Society

cc: Melissa Breen - Ag Society Secretary
Frank Sloan – County Council Div. 5



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

Issue Summary Report

7.3. BYLAW NO. 2014-02 - BYLAW TO RESCIND BYLAW 2013-03 - FEE SCHEDULE BYLAW

#20140109002

Meeting : January 14, 2014

Meeting Date : 2014/01/14 10:00

Background

At the December Council Meeting, Bylaw No. 2014-01 Fee Schedule Bylaw, was approved. The bylaw should have contained the phrase "Bylaw No. 2013-01 is hereby repealed" however the statement was missed. We now need to pass another bylaw to rescind Bylaw No. 2013-01. In the future, when the new fee schedule bylaw is approved it will contain the statement to rescind the old bylaw.

Recommendation

Motion to give first reading to Bylaw No. 2014-02.

Motion to give second reading to Bylaw No. 2014-02.

Motion to present Bylaw No. 2014-02 at this meeting for third and final reading.

Motion to give third reading to Bylaw No. 2014-02.

Additional Information

Originated By : pcorbiere

COUNTY OF ST. PAUL NO. 19

BY-LAW NO. 2014-02

A By-law of the County of St. Paul No. 19 in the Province of Alberta to rescind Bylaw No. 2013-03.

WHEREAS, Bylaw No. 2013-03 is a Bylaw to establish a Fee Schedule for goods and services provided or made available by the County of St. Paul. The Fee Schedule Bylaw is updated annually. Future Bylaws will be rescinded concurrently with the current bylaw being approved.

NOW THEREFORE, be it resolved that Bylaw No. 2013-03 be repealed.

Read a first time this 14th day of January, 2014.

Read a second time this 14th day of January, 2014.

Read a third time and finally passed this 14th day of January, 2014.

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

7.4. 2014 LAND LEASES

#20140106007

Meeting : January 14, 2014

Meeting Date : 2014/01/14 10:00

Background

The following land leases are being presented for renewal for the year 2014:

NW 31-55-4-W4	Larry Bazian
SE 4-56-3-W4	Kent Boyd
PNW 34-56-5-W4	Lionel Romanchuk
PNW 27-57-8-W4	Jean Fontaine
PNW 20-56-10-W4	St. Paul Grazing Reserve Assn.
PNE 6-60-10-W4	William Barefoot & Sylvia Slowski
W 1/2 NE 24-60-10-W4	Raymond Amyotte
NE 2-62-12-W4	Allan & Shirley Tkachyk

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

Recommendation

Motion to approve the land leases for renewal for 2014.

Additional Information

Originated By : pcorbiere



County of St Paul No 19
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Issue Summary Report

7.5. 2013 STRATEGIC PLAN - 4TH QUARTER

#20140107006

Meeting : January 14, 2014

Meeting Date : 2014/01/14 10:00

Background

The final update for the 2013 Strategic Plan is attached.

Recommendation

Motion to approve the final update to the 2013 Strategic Plan.

Additional Information

Originated By : pcorbiere

Vision:

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

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

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

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

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

– Clark Crouch

Strategic Business Plan

County of St. Paul No. 19

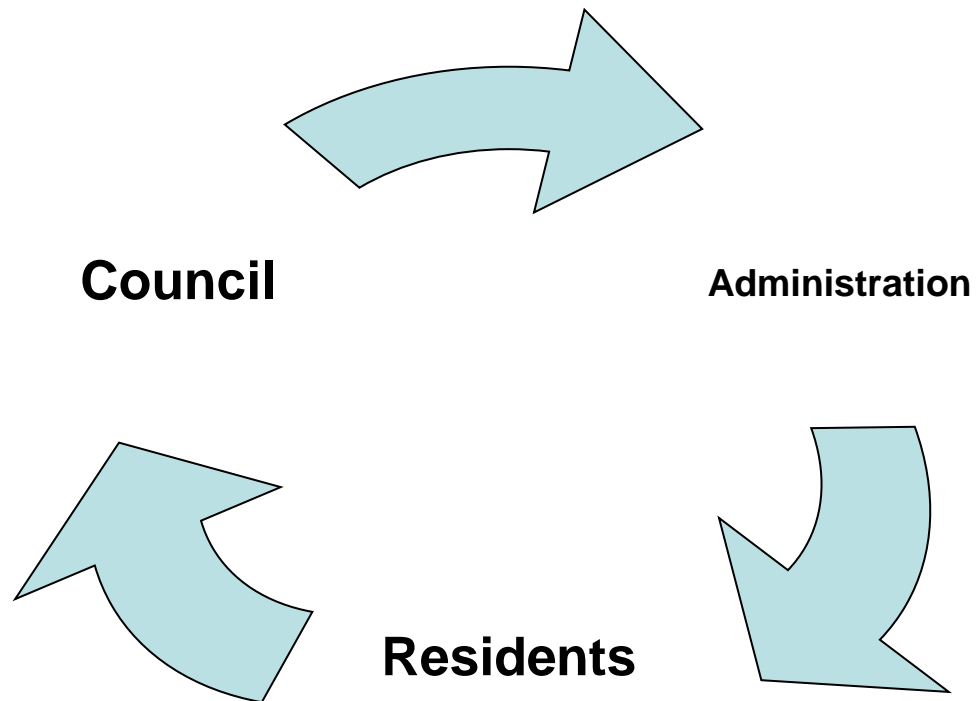


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**County of St. Paul
Strategic Business Plan – 2013**

Vision:

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

Core Values:

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

Guiding Principles:

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

Sustainable Priorities:

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

Goal 1 – Governance

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

Action	Lead	Target Date	Quarterly Report
Host Annual Meeting	Council/Sheila	April 2013	Quarter 1 – Annual meeting held May 2 – 27 people attended. Complete.
Explore concept of posting information with regard to Councilor costs more often than within annual report	Council	1 st quarter	Quarter 1,2,3,4 – No action taken yet.

Goal 2 – Administration

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

Action	Lead	Target Date	Quarterly Report
Complete an asset management project to determine life of assets within municipality	Sheila/Darlene	Dec 2013	<p>Quarter 1 – Accurate Assessment still working on road identification for 1 miles segments of road. Following their work, Urban Systems will complete Engineering Standards which will take into account Road Classifications. Darlene and Bryan scheduled to attend an Asset Management Course in Red Deer in June – this course will result in the Asset Management Plan</p> <p>Quarter 2 – Bryan and Darlene attended Course and came out with Basic Asset Management Plant for Utilities. Darlene to finalize then proceed with other departments. Bryan to present Asset Management Policy to Committee for consideration. (B&D).</p> <p>We are hoping to have the road information completed by August. (Sheila)</p> <p>Quarter 3 - Time constraints due to gravel and park operations on Darlene’s end – no further progress on finalization of Basic Asset Management Plan for Utilities or Policy Presentation.</p>

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			<p>Accurate Assessment is still working on road information.</p> <p>Quarter 4 – Road information is now in GIS system – will work further on this once the Engineering Standards are approved.</p>
Coordinate ads from County to create a “County” area/page in the St. Paul and Elk Point newspapers	Sheila/Janice	Jan 2013	<p>Quarter 1 – Phyllis has coordinated this with the St. Paul Journal. Katie from FCSS is coordinating the County’s ads – they are located on page 8</p> <p>Quarter 2 –Implemented and ongoing. Done</p>
If grant application under the Community Broadband Infrastructure program is successful, implement the program to ensure high speed internet is available for all residents of the County of St. Paul	Sheila		<p>Quarter 1 - The County was successful in obtaining the Community Broadband Infrastructure grant. We will be erecting 9 new communication towers in the County that will increase the ability to connect to high-speed internet.</p> <p>Quarter 2 - Agreements have been signed with Province and MCSNet regarding the project. Grant funds have been received. The project is currently in the hands of MCSNet – completion date to be March 2014.</p> <p>Quarter 3 – According to MCSNet – 2 towers have been installed. They have also applied for development permits for the installation of the others.</p> <p>Quarter 4 – do not have an update from MCSNet, however project is supposed to be complete by the end of March 2014.</p>
Implement automated vehicle locating (GIS)	Sheila	Summer 2013	<p>Quarter 1 – AVL equipment installed in Fire equipment, not running live yet. When this is complete, Administration will evaluate which other County vehicles to implement the system in.</p> <p>Quarter 2 - All Fire departments have had training regarding AVL as well as the 911 Dispatch Centre and 2 admin staff. Fire departments should be running on AVL system now.</p> <p>Quarter 3 – Fire Departments have been working to improve routing from the AVL system, reporting that the system is working well.</p> <p>Quarter 4 – Have installed equipment on the graders and 2 plow trucks – we are waiting for the other equipment for the other plow trucks. We also have supervisor software now at the PW shop.</p>
Implement GPS for 911	Sheila	1 st quarter 2013	<p>Quarter 1 – the 911 Dispatch is set up to use the AVL system for</p>

Appendix 1 for 7.5.: 4th Quarter - 2013 Strategic Plan

			routing fire vehicles. Quarter 2 - 911 Dispatch has access to the AVL software and is now routing fire trucks. Complete.
Send out Fridge Magnet with Emergency numbers and spot for residents to put their rural address on – to be sent with Tax Notices, will be part of Welcome Package in the future	Linda/Janice	May 2013	Quarter 1 - Received magnets and going in tax notices Quarter 2 – Completed all tax notices had a magnet inserted.
Host a Municipal Intern in the Administrative Program if the grant app is successful	Sheila/all departments	Start May 2013	Quarter 1 – Grant application was successful. An Intern was recruited in February. Kyle Attanasio was hired and started work May 6. Quarter 2 - Kyle is working a lot on policy and bylaw development. In addition he is spending time with PW, P&D, ASB, Bylaw Enforcement when situations arise that he will have a learning opportunity. Quarter 3 – Kyle is continuing spending time in other departments as time allows. He is working on additional bylaw/policy development. He has expressed interest in extending the Internship to the second year. Council has discussed this and will consider at the October Council meeting. Quarter 4 – Council has approved to extend the internship to the 2 nd year.

Administration - Policy			
Action	Lead	Target Date	Quarterly Report
Explore dust control matrix – policy regarding who would qualify for free dust control, possible payment or contribution to dust control if not meeting requirements	Sheila/Leo	April 2013	Quarter 2 - Policy to be discussed in July Quarter 3 – Council determined to defer to 2014 Strategic Planning
Bylaw to ensure consistent speed limits within subdivisions	Sheila/Leo	January 2013	Quarter 2 – Bylaw passed. Complete.
Pathways at lake subdivision	Sheila	Summer 2013	Quarter 2 – Policy adopted. Complete.

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policy			
Fee Schedule Bylaw/Policy	Sheila	Summer 2013	Quarter 1 – Fee Schedule Bylaw adopted.
Explore policy development regarding building of roads for access to subdivision or development. Who Pays? County or Developer?	Sheila	April 2013	Quarter 2 - This is being determined in the Engineering Standards – to be discussed with Council in August. Quarter 3 – Engineering Standards are delayed due to delay in road info from Accurate Assessment.
Road Access/Approaches Policy – need to look at different fees – minimum cost	Sheila	April 2013	Quarter 1 – Policy regarding approaches has been adopted
Bridge File replacement – policy to ensure that road construction required for Bridge File is automatically included in road planning	Sheila	April 2013	Quarter 2 – No action yet.

Administration - Building Corporate Capacity			
Action	Lead	Target Date	Quarterly Report
Succession planning processes that will ensure staff are ready for new roles as senior staff retire in the coming years. \$25,000 (explore development of manuals, or leadership building courses for promotion of internal staff)	Sheila	Dec 2013	Quarter 1 – following approval of budget, leadership/effective team work courses have been scheduled for staff. Looking to offer the courses to permanent staff over the course of time. These courses will provide staff with necessary skills to be effective team players and leadership skills should they currently be or in the future take on a management role. Quarter 3 – Continuation of Courses has been extended to Oct/Nov/Dec/Jan.
Complete review of job duties for all positions to ensure they are clearly defined	Sheila/Managers	Dec 2013	Quarter 1 – no action taken Quarter 2 – no action taken Quarter 4 – started working on the development of job descriptions – will complete in 2014.
Team building for all staff – minimum of 2 events per year	WHSC	Fall 2013	Quarter 1 – team building event held April 17. Quarter 3 – team building event has been scheduled for October. Quarter 4 – Team Building event held in October.
Training for First Responders in	Linda	1 st quarter 2013	Quarter 1 – no action taken yet

rural addressing			<p>Quarter 2 - Fire departments will be routed by 911 Dispatch who is using rural addressing with the AVL system.</p> <p>Quarter 3 – contacting Ambulance and RCMP to see if they are interested in more training regarding rural addressing.</p> <p>Quarter 4 – They have indicated that they do not require more training. Complete.</p>
Explore Short Term Disability benefits	Tim	1 st quarter 2013	<p>Quarter 1 – this was evaluated during the budget process – was decided not to implement in 2013.</p>

Goal 3 – Assessment

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

Action	Lead	Target Date	Quarterly Report
Succession Planning – Head Assessors plans to retire in 2014. Will we continue in-house or combo or contract out?	Glen	1 st quarter	<p>Quarter 1 – During budget process Council decided to not budget to replace assessor, but to look at a highbred approach for Assessment following his retirement. This would entail sending out an RFP later in 2013 for contract assessment while still having one in-house assessor.</p> <p>Quarter 4 – Head assessor has indicated that he will confirm his intentions on retirement early in the new year – when this occurs Administration will send out RFP.</p>

Goal 4 – Economic Development

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

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

Development readiness			<p>Quarter 2 – CIR meeting in June – regarding investor calls – was provided analysis as to where we can improve. Plan to host a meeting with our neighbours and Chambers of Commerce so we can best support each other so we can effectively attract investment into our community – in conjunction with HUB.</p> <p>Quarter 3 – no further action in 3rd quarter.</p>
Work together with partners to make grant application for study for affordable housing/housing for our community. FCSS, HUB, Industry		1 st quarter	<p>Quarter 1 – no action taken</p> <p>Quarter 2 – no action taken</p> <p>Quarter 3 – no action taken</p> <p>Quarter 4 – no action taken</p>

Goal 5 – Fire/Disaster Services

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

Action	Lead	Target Date	Quarterly Report
Take a lead role in facilitating the development of a regional emergency management and disaster social services plan	Janice, Dennis, Sheila	Summer 2013	<p>Quarter 1 – Janice has been working on our Emergency Management Plan, no work has been done on regional plan at this point. Completed in draft for review</p> <p>Quarter 2 - Janice attended ESS Training and has a manual completed for ESS. Kyle will be working up completing the Provincial template which will effectively update the County's plan. We will meet with our Stakeholders to ensure that we agree on locations for Reception Centres/EOC's/Etc. Plan to bring updated plan to Council by September.</p> <p>Quarter 4 - Plan to start the discussion again on a regional plan with the adjacent towns. Have a joint E.M. agency meeting a possible table top exercise with the Town of St. Paul in 1st quarter 2014.</p>
Tender/Build Ashmont/Mallaig Fire Hall	Dennis	January 2013	<p>Quarter 1 – Fire Halls for Ashmont and Mallaig have been tendered out and awarded. Will be completed in 2013.</p> <p>Quarter 2 - Ground breaking occurred for both halls. Water lines have been installed to each building. Building foundations are complete and building packages have arrived are being</p>

			erected. Quarter 3 – Work is continuing on both fire halls, expectation that they will be complete prior to yearend. Mallaig fire hall to be completed by year end. Quarter 4 - Mallaig should be completed by mid January and end of February for the Ashmont fire hall.
Training required for emergency preparedness and to be part of provincial team (e.g. DSS, CISM training)	Janice	Dec 2013	Quarter 1 - May 8 & 9 DSS & R&I Janice has been scheduled to take training. Quarter 2- Janice attended ESS Training and has a manual completed for ESS. Kyle will be working up completing the Provincial template which will effectively update the County's plan. We will meet with our Stakeholders to ensure that we agree on locations for Reception Centres/EOC's/Etc. Plan to bring updated plan to Council by September. Quarter 3 – Council approved appropriate staff to attend the AEMA Conference in November.

Goal 6 – Protective Services

Goal 6: Efficacious law enforcement

Action	Lead	Target Date	Quarterly Report
Develop a plan to clean up unsightly areas	Sheila	1 st quarter 2013	Quarter 1 – no action taken on this yet Quarter 2 - Working on unsightly premises bylaw. Quarter 3 – Unsightly Premises bylaw approved.

Goal 7 – Public Works/Transportation/Safety

Goal 7: Services provided by Public Works minimize negative impact on agricultural land, are provided in a safe, cost-effective manner and enhance quality of life for residents.			
Action	Lead	Target Date	Quarterly Report
Implement SCC Gravel Levy and determine use of funds collected	Leo/Sheila	1 st quarter 2013	Quarter 1 – Gravel Levy Bylaw was presented to Council in the 1st quarter – it received 1st reading – a meeting was set up for Gravel Pit Owners/Operators – the bylaw did not pass 2nd reading.
Review private sales of gravel (e.g.	Leo	January 2013	Quarter 1 - Council decided to change the rate for private sale of

Appendix 1 for 7.5.: 4th Quarter - 2013 Strategic Plan

rates, whether to continue selling)			gravel. New rate is \$15/yard up to 20 yards. \$25/yard over 20 yards – to a maximum of 100 yards.
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Goal 7A: Road system is maintained and upgraded on a regular basis to ensure safety and good quality roads			
Actions	Lead	Target Date	Quarterly Report
Road and Bridge Construction			
Develop a plan for the control of vegetation along County roadways to increase visibility and safety	Leo/Dennis	1 st quarter 2013	
MG30 Trial for road oiling	Leo/Ken	Summer 2013	Quarter 2 - Council instructed Administration to try a couple of test road using MG30 as a dust suppressant – PW to coordinate during the summer months. Quarter 4 – MG30 was applied to 2 roads – will be evaluated in spring 2014
Explore the costs and process of paving all subdivisions	Leo	January 2013	Quarter 1 – Public works invited paving companies to provide quotes to pave all subdivisions. Based on the quotes received at the April Council meeting, Council resolved to complete the project and to work with the low bidder. Quarter 2 – Paving project is complete. Crew is currently going through the subdivisions to put gravel down in the driveways where there is a big difference from the height of the pavement to the driveway.
See Appendix A for listing of road and bridge construction	Leo		
See Appendix B for listing of oiling and dust control	Leo		
Goal 7B: Public works equipment is maintained and upgraded on a regular basis			
Action	Lead	Target Date	Quarterly Report
Shop building efficiency – lighting and overhead doors, air handling and heating.	Sheila/Ken	August 2013	Quarter 2 – started in 2012; lighting is complete Quarter 1 – Retrofits to the PW Shop were tendered and opened on April 30. Council to determine if the tender will be awarded at the May Council meeting. Quarter 2 - Tender awarded. Work is commencing on the HVAC

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			systems. Quarter 3 - Work is continuing on upgrades at the PW Shop – deadline is November 2013. Quarter 4 – progress on renovation is slow due to contractor – we have requested an extension to January 31, 2014 – however based on progress at the end of December, will need to consider additional extension request – possibly to June 2014..
See Appendix C for listing of equipment purchases	Leo		
Install GPS on defined equipment	Sheila/Linda	Dec 2013	Quarter 3 – no action – evaluation of budget with PW staff – looking at plow trucks and other equipment. Quarter 4 – AVL equipment ordered for 22 vehicles – installed on Graders and 2 plow trucks as at yearend.
Auto greasers on defined equipment	Leo	Summer 2013	

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

Goal 8 - Utilities

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

			<p>soon.</p> <p>Quarter 3 – Water Meters are being installed in Ashmont – scheduled to be installed in Mallaig in October.</p> <p>Quarter 4- Most of the new water meters have been installed. Utilities staff have been working out the bugs of installations and electronic meter reading.</p>
Improve communication in Utility Department – work order systems, weekly meetings, communication protocols		January 2013	<p>Quarter 1 - Communication is improving with Bryan, Danny and Ron discussing operations regularly.</p>
<p>Work towards improved water quality in Ashmont and Mallaig</p> <ul style="list-style-type: none"> - Determine water supply for Ashmont, Lottie Lake – WTP or Transmission line from Spedden - Move Wiggen Test plant to Mallaig following Ashmont project to enhance water quality there 		<p>WTP – March 2014</p> <p>Test Plant – spring 2013</p>	<p>Quarter 1 - Ashmont Water Treatment plant detailed design is complete. As of April 30, ready for tendering. Administration to liaison with AT to determine if projects that exceed the approval will be funded....this will be part of any tender document. Council to determine if we proceed to tender at the May Council meeting.</p> <p>Quarter 2 - Ashmont Water Treatment Plant was tendered out. Council to determine if tender will be awarded following review by Alberta Transportation – and approval by Transportation to cover the unfunded portion – when they are able.</p> <p>Quarter 3 – Following meeting with Alberta Transportation and letter received regarding funding – Council determined to put the awarding of the tender for the Ashmont WTP on hold in order to look at other options. Options that will be explored include: connection to Hwy 28/63 Water Commission at Spedden; connection to St. Paul; and construction of WTP. Council will make determination at October Council meeting.</p> <p>Quarter 4- Council received a report from Urban Systems and based on the findings made a resolution to proceed with a scope change requesting to build a line from St. Paul to Ashmont – provided the Town of St. Paul is interested in supplying water to the County. Then in November, the County received new information regarding the price of water from the Hwy 28/63 Commission at Spedden, as well they asked Administration to research the potential of a water line from Cold Lake to Glendon.</p>

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Locate all cc valves with accurate GPS equipment and put in GIS system		Summer 2013	<p>Quarter 1 – GPS equipment ordered. Ongoing</p> <p>Quarter 3 – Equipment has arrived in Edmonton. Staff will be trained in 4th quarter.</p> <p>Quarter 4 – Staff commenced locating of valve, however due to equipment arriving late, computer glitches, and the winter season, all the work was not completed – will resume in the spring</p>
Explore joint Lagoon with the County of Two Hills for Lac Sante area	Sheila	Summer 2013	<p>Quarter 2 – No discussion on this item</p> <p>Quarter 3 – Regional Collaboration Grant has been sent in for a Joint Lagoon Feasibility Study.</p> <p>Quarter 4 – the county was successful in obtaining the RCP Grant – an RFP for a consultant to undertake the project will go out early in 2014</p>
Explore Tank loaders for non-potable water	Sheila, Dennis, Leo	Fall 2013	<p>Quarter 1 –</p> <p>Quarter 2 –</p>
When requested, explore providing water to Developments	Sheila	2013 as requested	Quarter 1,2,3 – No requests
Decommission non-potable wells in subdivisions on municipal land	Utilities staff	Summer 2013	Quarter 2 – have disconnected power to the municipal well in Crestview.
Make application under new Federal Program for upgrade of water distribution systems in Lottie Lake, Ashmont, Bayview Beach, potential Co-ops off St. Paul/Elk Point line (with the municipal portion funded by residents)	Sheila/Tim	When announced	Quarter 2 – Program will not be open for applications until 2014.
Upgrade Mallaig lagoon for sewage truck dumping	Bryan	Summer 2013	<p>Quarter 2 – in permit stage</p> <p>Quarter 1 – this project has been deferred to 2014 – will change location of proposed road to access the lagoon.</p> <p>Quarter 2 - An agreement has been signed with Bill Manchura providing the County access through his property in order for sewage trucks to dump at the lagoon without using back alley access. Planning and Development to re-send info regarding the development to residents and affected parties. PW to work on getting permits to construct road to the lagoon from the Transfer Station road.</p>

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Implement preventative maintenance program for utilities	Bryan	January 2013	Quarter 1 - Ongoing
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Goal 9 – Waste Management

Goal 9: Waste management enhances and encourages “best practices” in waste disposal			
Action	Lead	Target Date	Quarterly Report
Waste Storage Sites for Garner Lake and Perch Lake	Dennis	Fall 2013	<p>Quarter 2 – Will completed clay – Gravel pad at Perch Lake</p> <p>Quarter 3 – St. Vincent Waste Storage Site complete. Perch Lake will be completed in the fall. Garner Lake site to defer to next year.</p> <p>Quarter 4 - Perch lake will not get completed until the spring of 2014. Look for options at Poirier development for bin site.</p>
Negotiate agreement with Smoky Lake regarding non-county use of transfer stations vs. lagoon use	Dennis	January 2013	<p>Quarter 1 – draft agreement proposed to Smoky Lake County – waiting for their feedback.</p> <p>Quarter 2- Agreement has been signed by both parties. First garbage collection to take place prior to the July long weekend.</p> <p>Agreement completed</p>

Goal 10 – FCSS

Goal 10: FCSS services conserve and enhance the rural lifestyle of residents.			
Actions	Lead	Target Date	Quarterly Report
Meet the target set by the province to spend 50% of the budget on children and youth programs	Janice	Dec 2013	Quarter 3 – Results will be calculated at the end of 2013
Assist the general public with ongoing support and direction including the Alberta Seniors	Janice	ongoing	Quarter 3 – We continue to assist seniors with all referrals and inquiries.

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program			
Implement County welcome packages	Janice	Summer 2013	Completed April 1/13 Quarter 2 - Ongoing
Hold a senior's clinic on Alberta Seniors Benefits programs once per year	Janice	Fall 2013	Aug 14/13 – Mallaig Aug 15/13 – St. Paul Quarter 3 - Completed
Apply for New Horizon Grant for Elder Abuse Awareness	Janice	Spring 2013	Quarter 2 – Grant application completed and mailed June 19, 2013. However we could not apply for Elder Abuse Awareness again, so the application has been for a Pickle Ball Court to be constructed at Westcove. Quarter 3 – Received notification that our Grant Application was received by New Horizons.
Organize a Seniors Festival	Janice/Katie	Dec 2013	Quarter 3 – November 22 – is the date for 2013 Seniors Festival Quarter 4- Complete
More recognition and involvement of small communities	Janice	ongoing	Volunteer week; Acknowledged all our rural communities with Certificates & Mugs Quarter 3 – July 1 Canada Day Celebrations in Ashmont August 3 - Lottie Lake Block Party
Provide support to Rural Crime Watch as requested	Janice	ongoing	Ongoing- Provide assistance with meeting minutes & agendas
Have joint board meetings with the Town of St. Paul FCSS twice per year to insure no overlap of services	Janice	Dec 2013	April 3, 2013 October 1, 2013
Update FCSS policy and procedure manual as required	Janice	ongoing	Quarter 2 - On going
Continue to build on the Welcome Baby Program in partnership with the Town of St. Paul FCSS	Janice	ongoing	Quarter 2 - Included Portage college as a partner
Continue to run Ashmont summer program	Janice	Summer 2013	Quarter 2-hired the staff and the program starts July 23, 2013.

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			Quarter 3 – Completed 6 week summer program in Ashmont
Continue Moms N Tots in Mallaig and Ashmont	Janice	ongoing	Increase in numbers for Mallaig Quarter 3 - Ongoing
Assist residents with volunteer income tax program	Janice/Katie	April 2013	Completed
Organize Block parties – Mallaig, Ashmont, Heinsburg, Lottie Lake	Janice	Summer 2013	Ashmont July 1/13. Mallaig declined this year. Quarter 2 – Heinsburg also declined. Quarter 3 – Lottie Block Party August 3rd.
Explore ideas for more family activities	Janice	ongoing	Quarter 2- Ashmont Canada Day is a big family event.
Complete outcome measures as required by the Alberta Gov't	Janice	Dec 2013	Completed 2012 waiting for 2013 Quarter 2- Outcomes completed just waiting for the province to request them. Quarter 3 – Outcomes reported to the province beginning of October

Goal 11 – Agriculture

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

Actions	Lead	Target Date	Quarterly Report
Implement the AIMS system through Accurate Assessment to GPS location and actions taken on weed infestations in the County	Keith/Jack	April 2013	Quarter 1 – equipment for AIMS system ordered – to be implemented in May. Quarter 2 - Equipment has been received and staff have been trained. Complete.
GPS on mowing equipment	Keith/Jack	April 2013	Quarter 3 – defer to 2014 – mowing complete for 2013 – delayed as we were waiting to implement in Fire Department first.
Work with highway maintenance contractor to ensure weeds are controlled around those highways	Dennis/Keith	April 2013	Quarter 2 - Agreed to do some weed control along highways in troubled areas. Costs covered
Purchase a 7 ft. rotary mower for smaller areas – subdivisions \$5000	Keith/Jack	May 2013	Quarter 2 – Purchased - Completed
Coyote Bounty for predation control - \$20,000 for Jan-Mar 2013	Keith /Jack	Dec 2013	Quarter 1 – Program has ended for the spring with 944 coyotes/1 wolf brought in (in 2012 over 1400 coyotes were brought in).

Appendix 1 for 7.5.: 4th Quarter - 2013 Strategic Plan

and additional \$10,00 for fall 2013			\$10,000 left in the budget to commence the program again in November 2013. Quarter 2 – Quarter 4- Coyote Bounty Program commenced on November 1, 2013. Complete.
Beaver control policy (address problem and private land issues)	Dennis/Keith	Summer 2013	Quarter 1 – Resolutions were made at the ASB meeting in early May that will be developed into policy. <ul style="list-style-type: none"> • When a Beaver Dam is affecting the County of St. Paul infrastructure, the ASB will proceed with the removal of the Beaver Dams at no cost to the landowner or landowners – with appropriate communication/easements signed by the affected residents. • Where ASB is requested to remove Beaver Dams on Private Property, residents will be required to complete the Beaver Control Application and a fee of \$200 per Beaver Dam will be charged. Quarter 2 - Two Beaver Control policies have been adopted – one for Beaver Dams affecting County Infrastructure, the other for Beaver Dam removal on private property. Completed.
Re-evaluate rental of innovative and popular agricultural equipment	Dennis/Keith	Summer 2013	Quarter 2 – To be completed by 3rd or 4th quarter. Review the options on maintaining the rental program for the land rollers Quarter 4 – Council made a motion to sell the 30' land roller – due mainly to safety concerns of delivery and the ability of ratepayers to rent elsewhere. Sale will be advertised in 2014.
	Keith/Jack	Fall 2013	
Explore options to resolve dog issues within the County – contract out?	Keith/Jack	Fall 2013	
Provide timely advice and information to producers and ratepayers on agricultural issues	ASB Staff	ongoing	Quarter 3 – Oxeye Daisy plots and information tour. e

Goal 12 – Planning & Development

Goal 12: Development is environmentally sound and sensitive
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Appendix 1 for 7.5.: 4th Quarter - 2013 Strategic Plan

Actions	Lead	Target Date	Quarterly Report
LUB/MDP implementation – education of public	Dennis/Krystle Crystal	2013	Quarter 1 – revisions to documents completed. 1st reading of the bylaws at the April Council meeting. Public Hearing scheduled for May Council Meeting. Quarter 2 – Bylaws adopted. Education process to be determined. Quarter 3 - Advertisements highlighting changes to the Bylaws are being run in the Elk Point Review and St. Paul Journal Weekly.
Review of County owned land – possible sale of properties	Linda	Dec 2013	Quarter 1 – Council provided direction to Administration, those properties that Council has approved for sale will be advertised following the 2013 Tax Sale to be held at the May Council meeting. Quarter 2 - Properties were listed for sale and bids were opened at the end of June. 6 properties were sold for a total of \$78,932.22.

Goal 13 – Parks & Recreation

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

Action	Lead	Target Date	Quarterly Report
Power at Stoney Lake campground	Leo/Ken	Spring 2013	Quarter 1 – approved in 2013 budget Quarter 4 – Power was installed in Stoney Lake – some completion will be required in the Spring
Playground - Floating Stone	Leo/Ken	Nov 2013	Quarter 1 – cancelled until 2014
Playground - Stoney Lake	Leo/Ken	Nov 2013	Quarter 1 – cancelled until 2014
Playground – Lottie Lake	Leo/Ken	Nov 2013	Quarter 1 – cancelled until 2014
Playground - Lindbergh	Leo/Ken	Nov 2013	Quarter 1 – approved in the 2013 budget Quarter 2 – Playground equipment has been ordered. Quarter 4 – Playground equipment has arrived – was too late in the season to install – defer installation to the Spring.
Explore developing more hiking trails within parks		Dec 2013	
Explore options and costs for a “gathering place” at Lottie Lake		Summer 2013	

Goal 14 – Library

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

Action	Lead	Target Date	Quarterly Report
Review the library board structure and committee(s)	Sheila	Summer 2013	Quarter 1 – No action taken on this item at this time. Quarter 2 – No action taken on this item at this time. Quarter 3 – will be reviewed at Organizational Meeting. Quarter 4 – Council ratified existing Council structure.



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Issue Summary Report

7.6. 2014 STRATEGIC PLAN

#20140107007

Meeting : January 14, 2014

Meeting Date : 2014/01/14 10:00

Background

The 2014 Strategic Plan, as updated after the Planning Retreat is being presented for Council approval. Following approval of the plan, administration will proceed with the 2014 budget process.

The proposed plan will be forwarded on Monday for Council to review.

Recommendation

Motion to approve the 2014 Strategic Plan.

Motion to approve the 2014 road and bridge construction projects as listed in the Strategic Plan.

Additional Information

Originated By : pcorbiere



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Issue Summary Report

7.7. 2013 SUMMARY OF DONATIONS AS PER POLICY PER-14

#20140108007

Meeting : January 14, 2014

Meeting Date : 2014/01/14 10:00

Background

County Pins/Promotional Items - The County of St. Paul, on request may provide County Pins and/or Promotional items to individuals, teams and various organizations, at the discretion of Administration. Administration will provide a quarterly report to Council regarding distribution of these items.

Attached is a list of the donations that were distributed during the 2013 calendar year.

Recommendation

Motion to file the 2013 Summary of donations as information.

Additional Information

Originated By : pcorbiere

Appendix 1 for 7.7.: Donations for 2013

<u>Date</u>	<u>Function</u>	<u>Group</u>	<u>Item</u>	
March 1, 2013	Ladies Night Out	Ashmont Moms & Tots	Knife Set	Phyllis
March 4, 2013	Conference	IVMAA	Cutting Board	Dennis
March 11, 2013	Crib Tournament	Boscombe Community Centre	Cutting Board	Phyllis
April 10, 2013	Trade Show	Alberta's Lakeland	Tool Kit/Cheese Board	Tim
April 10, 2013	Community Games Night	Mallaig School	Knife Set	Phyllis
April 11, 2013	Quad Rally	Ashmont Ag Society	First Aid Kit/4 Caps	Tim
April 15, 2013	Fire fighters Ball	Elk Point Fire Department	Knife Set	Dennis
April 29, 2013	Guest Speakers and Dinner	Retired Teachers Association	80 Pins	Phyllis
May 16, 2013		Dona & Lawrence Lilje	Safety Kit	Tim
May 24, 2013	Canada & The World Wars Tour - June 25 to July 4	Mallaig Army Cadets	Pins	Phyllis
May 24, 2013	Orientation	Municipal Intern Program	Sleeves of Golf Balls	Sheila
June 12, 2013	Heritage Festival	Town of St. Paul	Knife Set	Sheila
June 18, 2013	Seniors National 5 pin Bowling	Rollie Poitras & Leo	Pins	Phyllis
July 2, 2013	Zone Meeting	AAMD&C	Step Stool, County Light Jacket, Emergency kit, tool Kit, Back Pack/Balls/Water Bottle	Shiela
July 12-14, 2013	Hillybilly Jam	Boscombe Comm. Centre	Thermos/Safety Kit	Tim
July 11, 2013	Senior Games - Crib	Del Smith	Pins	Phyllis
Sept. 16, 2013	Legion Rally	Mallaig Legion	Pins	Phyllis

Appendix 1 for 7.7.: Donations for 2013

Nov. 1, 2013	Farmer's Spiel	Mallaig Curling Club	Tool Set/Hats	Council
Nov. 13, 2013	Whitney Lake Landfill		Cheese Board	Dennis
Dec. 1, 2013	Resident Christmas Party	Elk Point Heritage Lodge Auxiliary	Wine Case & Glasses	Phyllis
Dec. 16, 2013	New Yeas Eve Party	St. Paul Legion	Wine Case & Glasses	Tim
Dec. 17, 2013	Evergreen Xmas Party	Evergreen	Knife/Binoculars/ Tire Guage/Coffee Pot	Dennis

COUNTY OF ST. PAUL #19

Policy Number

PER-14

Title
Donations and Promotional
Items

Page 1 of 1

Date Approved

April 11, 2006

Policy

County Pins/Promotional Items – The County of St. Paul, on request, may provide County Pins and /or Promotional items to individuals, teams and various organizations, at the discretion of Administration. Administration will provide a quarterly report to Council regarding distribution of these items.

County Flags – The County of St. Paul, on written request, may provide one (1) County of St. Paul flag free of charge, or a flag may be on loan for the event then returned to the County Office, to any organized group or society, at the discretion of administration. Only one flag at no charge will be given per organization.

	Date
Approved by Council	September 14, 2010
Amended	
Amended	



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Issue Summary Report

7.8. 2014 SALARY APPROVAL

#20140108006

Meeting : January 14, 2014

Meeting Date : 2014/01/14 10:00

Background

Further to the January 10th Salary Negotiations meeting, we require a motion from Council to approve the recommendations of the Salary Negotiations Committee.

Recommendation

Motion to go in camera to discuss staff and council salary.

Motion to approve the recommendations of the Salary Negotiations Committee effective January 1, 2014.

Additional Information

Originated By : skitz



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Issue Summary Report

7.9. EASEMENTS

#20140108003

Meeting : January 14, 2014

Meeting Date : 2014/01/14 10:00

Background

Listed below are two easements which are required to purchase the necessary property to register the road that was built in PSW 25-60-10-W4 and NW 24-60-11-W4, some time ago:

Paul and Lee Lawton (Lessee)	NW 24-60-11-W4
John Dejong	SW 25-60-11-W4

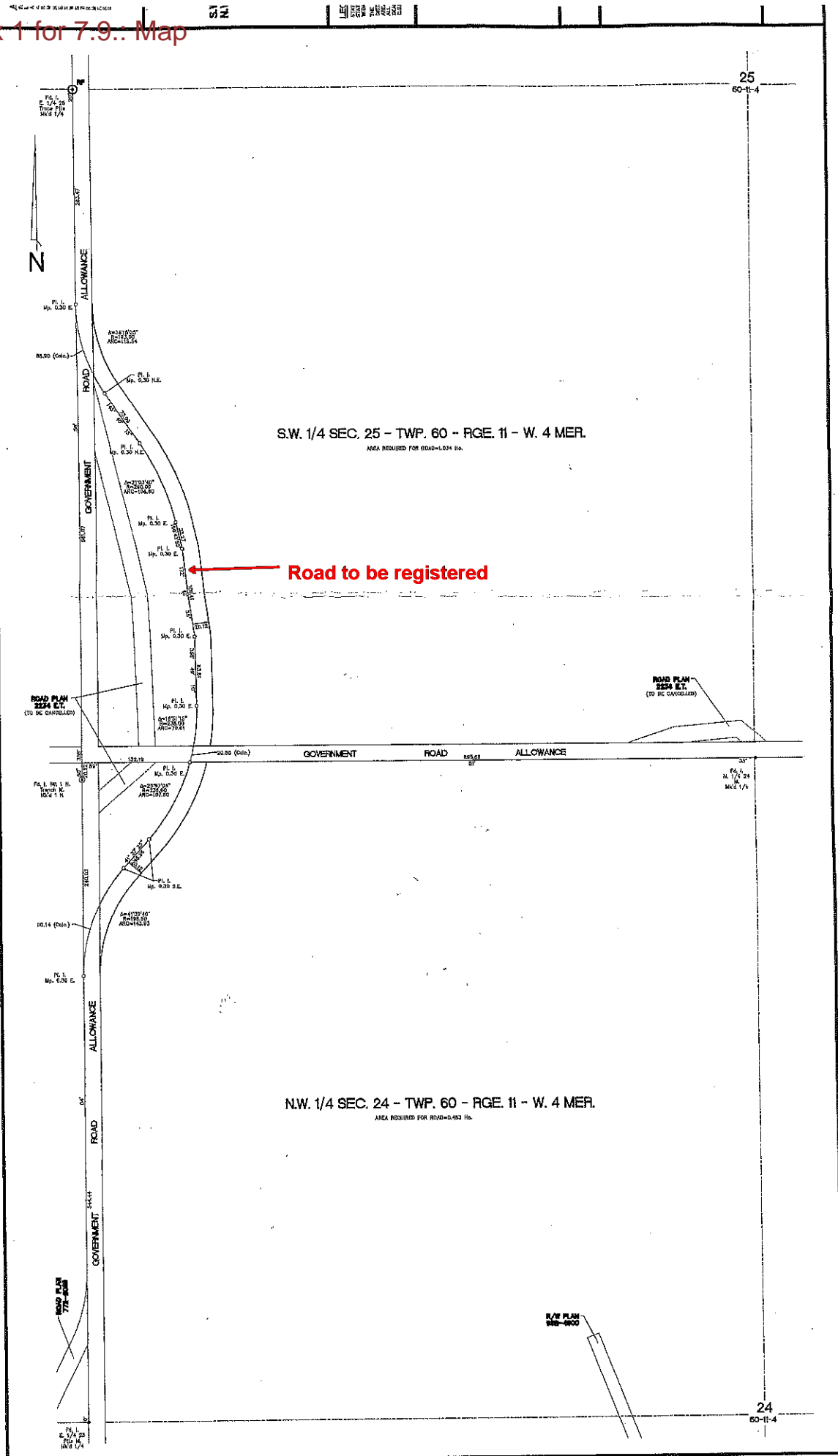
Recommendation

Motion to approve the following easements required to purchase the property to correctly register an existing road in NW 24 and SW 25-60-11-W4.

Paul and Lee Lawton (Lessee)	NW 24-60-11-W4
John DeJong	SW 25-60-11-W4

Additional Information

Originated By : pcorbiere





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Issue Summary Report

7.10. DATE FOR FEBRUARY COUNCIL MEETING

#20140107002

Meeting : January 14, 2014

Meeting Date : 2014/01/14 10:00

Background

The regularly scheduled date for the February Council Meeting conflicts with the FCM, Sustainable Communities Conference in Charlottetown. Councillor Dach will be attending the FCM Conference. Council to decide if they will reschedule the February Council meeting to another date.

Recommendation

As per Council's wishes.

Additional Information

Originated By : pcorbiere



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Issue Summary Report

7.11. EVERGREEN REGIONAL WASTE MANAGEMENT SERVICES COMMISSION

#20140110001

Meeting : January 14, 2014

Meeting Date : 2014/01/14 10:00

Background

The Bylaw respecting the administration of the Evergreen Regional Waste Management Services Commission will be reviewed by the Commission. Some of the information in the bylaw relates to the weighted vote as well as the percentage of financing that each municipality is responsible for. Administration feels it is important that Council support the bylaw as it currently is.

Dennis Bergheim will be in to speak to Council about the weighted vote and financing by each municipality and how those numbers were calculated.

Recommendation

That Council supports the ERWMSC Bylaw as attached which sets out the percentages for the weighted vote.

Additional Information

Originated By : pcorbiere

**EVERGREEN REGIONAL WASTE
MANAGEMENT SERVICES COMMISSION**

BYLAW NO. 12

A By-law respecting the administration of the Evergreen Regional Waste Management Services Commission

WHEREAS the Evergreen Regional Waste Management Services Commission has been established by Alberta Regulation 31/2000, and

WHEREAS the first Board of Directors and Chairperson of the Evergreen Regional Waste Management Services Commission were appointed through Ministerial Order L:011/00 in accordance with the *Municipal Government Act*, and

WHEREAS Bylaw No. 1-2000 was adopted and portions rescinded through Bylaw No. 11 and the Board wishes to rescind the remainder of that bylaw.

WHEREAS Bylaw No. 2-2000 was adopted and the Board wishes to rescind that bylaw.

NOW THEREFORE the Board of Directors of the Commission enacts the following:

1. DEFINITIONS

- 1.1 "Act" means the *Municipal Government Act*, R.S.A. 2000, c M-26;
- 1.2 "Board" means the Board of Directors of the Commission;
- 1.3 "Chair" means the chairperson of the Board;
- 1.4 "Commission" means the Evergreen Regional Waste Management Services Commission;
- 1.5 "Director" means a person appointed to the Board of Directors of the Commission in accordance with this Bylaw
- 1.6 "Manager" shall mean a person or persons duly appointed by the Commission who shall hold office at the pleasure of the Board
- 1.7 "Member" or "Members" means the member municipal authorities as set out in the regulation;

2. REPEAL

- 2.1 Bylaw 1-2000 and Bylaw 2-2000 are repealed and replaced by this Bylaw.

3. BOARD MEETINGS

- 3.1 Except as otherwise provided, the business of the Board shall be conducted at Board meetings.

- 3.2 The Chair may convene a special meeting of the Board.
- 3.3 A quorum of the Board, at all meetings of the Board, shall consist of five Directors.
- 3.4 The Organizational Meeting of the Commission shall be attended by the incoming and continuing Directors of the Commission.
- 3.5 The Chair shall present to the Annual Meeting, if held, a report on the previous year's operation of the Commission.
- 3.6 The Manager of the Commission shall present to the Annual Meeting, if held, the previous year's Audited Financial Statement and the proposed Budget for the upcoming year.
- 3.7 General meetings of the Commission shall be held not less than four times per year (including the Annual Meeting), for the Officers of the Commission to present progress reports on the operation of the Commission. Special meetings may be called, as deemed necessary by the Chair.
- 3.8 Each Director shall have a weighted vote consisting of the following:

Board Representation with Weighted Vote	Weighted Vote Percentage
County of St. Paul	36%
Town of St. Paul	21%
Smoky Lake County	21%
Town of Smoky Lake	6%
Town of Elk Point	6%
Village of Vilna	5%
Village of Waskatenau	5%

- 3.9 The Chair shall preside at all Board meetings and, in the absence of the Chair, the Vice-Chair. In the absence of the Chair and Vice-Chair, the Directors may elect a Chair from amongst their quorum.

4. OFFICERS

- 4.1 The Officer of the Commission shall include:
 - (a) Chairman
 - (b) Vice-Chairman
 - (c) Manager
- 4.2 The Chairman shall:
 - (a) Preside over all meetings of the Commission
 - (b) Vote as a Director of the Commission
 - (c) Approve budgeted payables for payment
- 4.3 The Vice-Chairman shall:
 - (a) Preside over all meetings of the Commission in the absence of the Chairman

- (b) Assist the Chairman in all duties, as required
- (c) Approve budgeted payables for payment in the absence of the Chairman

5. FINANCING

- 5.1 All capital and administrative expenses required to develop and construct the Regional Waste Management System in excess of any assistance provided by the Provincial Government shall be provided by the participating Municipalities.

The Capital Cost Sharing Formula is as follows:

County of St. Paul	40.7%
Town of St. Paul	23.4%
Smoky Lake County	22.4%
Town of Smoky Lake	4.8%
Town of Elk Point	6.6%
Village of Vilna	1.1%
Village of Waskatenau	1.0%

- 5.2 By May 1st of each year, the Commission shall submit to the Members an Audited Financial Statement of the previous years' operation. By October 1st of each year, the Commission shall submit to the Members the projected budget of estimated revenues and expenditures for the next financial year.
- 5.3 Each Member is responsible for the remuneration and expenses of the Directors appointed by them who attend to Commission related business; Regular, Committee and Annual Meetings.

6. SERVICES

- 6.1 Customers or Agencies, other than the Members, who wish to obtain services from the Commission shall be required to enter into an agreement with the Commission in order to obtain such service. The Commission may affix a user fee as deemed necessary with regard to such customers.

7. SEAL

- 7.1 The Board shall adopt a Seal of the Commission and the Seal shall be in the custody of the Manager under the control of the Board.
- 7.2 The Seal of the Commission shall not be affixed to any document except by the authority of a Resolution of the Board.

8. FISCAL YEAR

- 8.1 The Fiscal Year of the Commission shall be the calendar year.

9. DUTIES OF THE BOARD

- 9.1 The Board shall formulate programs, policies, procedures, rules and regulations concerning all aspects of the affairs of the Commission in accordance with the Act. The Board shall be at liberty to exercise any or all of the powers granted to it pursuant to *the Act* for the purpose of carrying out the objectives of the Commission.
- 9.2 The Board may appoint such Committees consisting of its Directors or of other persons or any combination thereof as it may deem expedient for the furtherance of the objectives of the Commission and, in so doing, may delegate any of its powers or duties as authorized in Section 602.06 of *the Act* and prescribe such terms of reference as it may deem fit.
- 9.3 The Board, through the Manager, may employ, discipline, terminate, and fix the conditions of remuneration, employee benefits, hours of work and any other matter relating to such employees as may be deemed necessary.
- 9.4 The Board may, from time to time, establish rates for the payment of remuneration and may reimburse its' Members, Directors, employees, or any other person for expenses incurred on behalf of the Board.
- 9.5 The Board may, from time to time, retain services of consultants, engineers, managers, clerks, servants, agents, etc. as the board may deem necessary.

10. BOOKS AND RECORDS

- 10.1 The Board shall keep proper books of account and records and such books of account and records, together with all papers and other documents relating to the Commission, shall be kept at the office of the Commission and shall be open during reasonable business hours to the inspection and examination by every Director of the Board.
- 10.2 The Board shall appoint an auditor or auditors who shall be a member or members of the Institute of Chartered Accountants and who shall audit the accounts and affairs of the Commission in accordance with the requirements of *the Act*.
- 10.3 The Board shall keep minutes and books to be provided for the purpose of recording all Resolutions passed by and all proceedings of any meeting of the Board and shall record the names of all persons present at such meetings.
- 10.4 The Board shall at all times ensure that the requirements of *the Act* relating to the delivery of reports, financial statements and information to the Municipalities from the Commission are met.

11. MANAGER

- 11.1 The Board shall appoint a Manager of the Commission.
- 11.2 The Manager shall manage and direct the affairs of the Commission in accordance with the policies, rules, procedures and directions of the Board and in accordance with *the Act*. The Manager shall conform to all lawful orders and directions given by the Board.
- 11.3 The Manager shall make all necessary arrangements for meetings of the Commission.

12. FEES

- 12.1 The fees charged by the Commission for services provided to Members shall not be less than the amount necessary to cover the estimated expenditures and expenses less any grants, transfer from accumulated surplus funds or reserves, or from any other revenues.
- 12.2 The fees charged by the Commission for services provided to customers that are not Members shall be the amount as determined by the Board.
- 12.3 The fees shall be set annually by the Board at the time the Annual Budgets are approved by the Board.

13. AMENDMENTS

- 13.1 This Bylaw may be amended from time to time, based on weighted vote by the Board in accordance with *the Act* and the Commission bylaws cast at any duly constituted meeting of the Board.

READ A FIRST TIME THIS _____ DAY OF _____ 2013

READ A SECOND TIME THIS _____ DAY OF _____ 2013

READ A THIRD TIME THIS _____ DAY OF _____ 2013

CHAIRPERSON

MANAGER



County of St Paul No 19
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Issue Summary Report

7.12. PURCHASE OF BINS

#20140110002

Meeting : January 14, 2014

Meeting Date : 2014/01/14 10:00

Background

We currently have 94 bins rented out and we have very few available to rent and we receive more requests to rent bins during the spring and summer.

The cost of the waste bins that we will need to order is as follows:

10 - 8 yard front load bins @ \$1,473/bin

4 - 4 yard front load bins @ \$872/bin

3 - 30 yard roll off bins @ \$5,732/bin

1 - 40 yard roll off bins @ \$7,732/bin

Total cost of the bins \$43,146.00

Environmental Metal Works is expecting a 5% increase in the cost of the bins, as steel prices are on the rise. They recommend that we order the bins soon.

Recommendation

Motion to approve the following capital purchases for a total cost of \$43,146:

10 - 8 yard front load bins @ \$1,473/bin

4 - 4 yard front load bins @ \$872/bin

3 - 30 yard roll off bins @ \$5,732/bin

1 - 40 yard roll off bins @ \$7,732/bin

Additional Information

Originated By : Dennis Bergheim



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Issue Summary Report

7.13. IN CAMERA

#20140109003

Meeting : January 14, 2014

Meeting Date : 2014/01/14 10:00

Background

In Camera items to be presented at the meeting,

Recommendation

Motion to go in to camera to discuss a legal issue.

Additional Information

Originated By : pcorbiere



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Issue Summary Report

9.1. CAO REPORT

#20140106001

Meeting : January 14, 2014

Meeting Date : 2014/01/14 10:00

Additional Information

Originated By : skitz



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Issue Summary Report

9.2. REPORTS

#20140106002

Meeting : January 14, 2014

Meeting Date : 2014/01/14 10:00

Additional Information

Originated By : pcorbiere



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Issue Summary Report

10.1. JANUARY 20 @ 10:00 A.M. - PUBLIC WORKS

#20140107003

Meeting : January 14, 2014

Meeting Date : 2014/01/14 10:00

Additional Information

Originated By : pcorbiere



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Issue Summary Report

**10.2. JANUARY 20 @ 1:00 P.M. - PREPARE SUBMISSION FOR MGA
CONSULTATION REVIEW**

#20140107004

Meeting : January 14, 2014

Meeting Date : 2014/01/14 10:00

Additional Information

Originated By : pcorbiere



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Issue Summary Report

**10.3. JANUARY 28-31 - ASB PROVINCIAL CONFERENCE, MEDICINE
HAT - CONFIRM WHO IS ATTENDING** #20140106006

Meeting : January 14, 2014

Meeting Date : 2014/01/14 10:00

Additional Information

Originated By : pcorbiere



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Issue Summary Report

10.4. FEBRUARY 20 - BROWNLEE LAW SEMINAR - CONFIRM WHO IS ATTENDING #20140109001

Meeting : January 14, 2014

Meeting Date : 2014/01/14 10:00

Additional Information

Originated By : pcorbiere



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Issue Summary Report

11.1. BUDGET TO ACTUAL

#20140106003

Meeting : January 14, 2014

Meeting Date : 2014/01/14 10:00

Executive Summary

Recommendation

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

Additional Information

Originated By : skitz



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Issue Summary Report

11.2. LISTING OF ACCOUNTS PAYABLE

#20140106004

Meeting : January 14, 2014

Meeting Date : 2014/01/14 10:00

Recommendation

Motion to file the listing of Accounts Payable as circulated:

Additional Information

Originated By : pcorbiere