



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

**March 10, 2015**

Tuesday, March 10, 2015

Start time 10:00 AM

## **AGENDA**

1. **Call to Order**
2. **Minutes**
  - 2.1 **February 10, 2015 (2015/02/10)**
3. **Bank Reconciliation**
4. **Additions to Agenda and Acceptance of Agenda**
5. **Business Arising from Minutes**
6. **Delegation**
  - 6.1. **10:30 a.m. - Kimberly & Ryan Christensen - CANCELLED**
  - 6.2. **11:00 a.m. - Public Hearing - Bylaw No. 2014-32 - Amend LUB - Rezone PSW 34-57-9-W4**
  - 6.3. **11:30 a.m. - St. Paul Skate Park**
7. **New Business**
  - 7.1. **2015 Professional Vegetation Managers Assn Conf. - March 24-26**
  - 7.2. **Municipal Administration Leadership Workshop**
  - 7.3. **AFCA Conference**
  - 7.4. **GFOA Fundamental Workshop**
  - 7.5. **CAMA Annual Conference**
  - 7.6. **2015 Land Leases**
  - 7.7. **Management Definitions Policy HR-2**
  - 7.8. **Cellular Phones Policy - ADM-6**
  - 7.9. **Statutory and Declared Holidays Policy HR-30**
  - 7.10. **County Grant Funding for Sports Policy - ADM 51**
  - 7.11. **Stoney Lake and Siler Creek Beaver Dam Removal Policy - ASB-89**
  - 7.12. **Mechanics' Allowance Policy PW-100**
  - 7.13. **Retirement Policy - ADM-105**
  - 7.14. **Do Not Spray Policy ASB-106**

- 7.15. **Cancellation of Penalties or Interest Policy ADM-107**
- 7.16. **Bylaw 2015-03 - Noise Bylaw**
- 7.17. **Bylaw No. 2015-05 - Amend LUB - Wording Change**
- 7.18. **Bylaw No. 2015-06 - Amend Municipal Development Plan 2013-51**
- 7.19. **Bylaw No. 2015-07 - Amend LUB - Wording Change - Section 8.3**
- 7.20. **Mutual Fire Aid Agreement - Lac La Biche County**
- 7.21. **Date for Annual Meeting**
- 7.22. **Request for Extension to move Explosives Magazine**
- 7.23. **Approval for CommAlert System**
- 7.24. **Emergency Livestock Trailer Committee**
- 7.25. **Road Construction - Range Road 104**
- 7.26. **Building Canada - Small Communities Fund Application**
- 7.27. **Letter from Muni-Corr re Support for Lakeland Outdoor Recreation Group (LORG)**
- 7.28. **Request to Cancel Taxes**
- 7.29. **Request to Host Beef-on-a-Bun - St. Paul District 4-H Council**
- 7.30. **Northern Lights Library Conference - September 17-18**
- 7.31. **In Camera**
- 7.32. **-**
- 7.33. **-**
- 7.34. **-**

**8. Correspondence**

**9. Reports**

- 9.1. **CAO Report**
- 9.2. **MD Fdn Report**
- 9.3. **St. Paul Library**

**10. Upcoming Meetings**

- 10.1. **March 16-18 - AAMD&C Spring Convention**
- 10.2. **March 24 @ 10:00 a.m. - Public Works**

**11. Financial**

- 11.1. **Listing of Accounts Payable**
- 11.2. **Council Fees**
- 11.3. **Budget to Actual - NOT AVAILABLE**

**12. Adjournment**



**February 10, 2015**

Start time : 10:00 AM

**Minutes**

**Call to Order**

The regular meeting of the Council of the County of St. Paul No. 19 was called to order by Reeve Steve Upham at 10:01 a.m., Tuesday, February 10, 2015 at the County Office in St. Paul, there being present the following:

Reeve Steve Upham

Councillor Glen Ockerman Division 1

Councillor Dwight Dach Division 2

Councillor Cliff Martin Division 3

Councillor Maxine Fodness Division 4

Councillor Frank Sloan Division 5

Councillor Laurent Amyotte Division 6

Sheila Kitz CAO

Tim Mahdiuk Assistant CAO

Phyllis Corbiere Executive Assistant

Leo deMoissac Public Works Superintendent

Kyle Attanasio Director Leg. & Comm. Services

Janice Huser St. Paul Journal

Meredith Gillis 97.7 The SPUR

**Minutes**

**Resolution #CM20150210.1001**

Moved By: cliff

Motion to approve minutes of the January 13, 2015 Council Meeting as amended:

Resolution CM20150113.1023 - add "or refund a pro rated amount".

**Carried**

**Bank  
Reconciliation**

**Resolution #CM20150210.1002**

Moved By: Councillor Dwight Dach

Motion to adopt the Bank Reconciliation for the month ending January, 2015.

**Carried**

**Additions to  
Agenda and  
Acceptance of  
Agenda**

The following additions were made to the agenda:

7.25 Letter of Support - CIP Grant for Rapid Response Truck

7.26 Thank you letter from County Library Board

Reports

9.2 Capital Water - Reeve Upham

**Resolution #CM20150210.1003**

Moved By: Councillor Maxine Fodness

Motion to adopt the agenda for the Regular Meeting of Council for February 10, 2015 with the above noted additions.

**Carried**

<p><b>Bylaw No. 2015-01: Community Aggregate Levy Payment Bylaw</b></p>	<p><b>Resolution #CM20150210.1004</b>  Moved By: Councillor Maxine Fodness  Motion to give third reading to Bylaw No. 2015, which is the Community Aggregate Levy Payment Bylaw.</p> <p>Councillor G. Ockerman requested a recorded vote.</p> <p><b>Votes:</b></p> <p><b>In Favour:</b> Councillor Cliff Martin, Councillor Frank Sloan, Councillor Maxine Fodness, Reeve Steve Upham, Councillor Laurent Amyotte</p> <p><b>Opposed:</b> Councillor Dwight Dach, Councillor Glen Ockerman</p> <p><b>Carried</b></p>														
<p><b>2015 Land Leases</b></p>	<p><b>Resolution #CM20150210.1005</b>  Moved By: Councillor Cliff Martin  Motion to approve the following land leases for renewal for 2015, as per section 61 of the M.G.A.:</p> <table> <tr> <td>SW 18-56-3-W4</td><td>Lanni Bristow</td></tr> <tr> <td>NW 31-55-4-W4</td><td>Larry Bazian</td></tr> <tr> <td>PNE 8-56-4-W4</td><td>Canadian Sunday School Mission</td></tr> <tr> <td>SE 20-56-7-W4</td><td>Banana Hill Farms</td></tr> <tr> <td>PNW 27-57-8-W4</td><td>Jean Fontaine</td></tr> <tr> <td>NE 2-62-12-W4</td><td>Allan &amp; Shirley Tkachyk</td></tr> <tr> <td>NE 4-62-12-W4</td><td>William &amp; Edward Zapisocki</td></tr> </table> <p><b>Carried</b></p>	SW 18-56-3-W4	Lanni Bristow	NW 31-55-4-W4	Larry Bazian	PNE 8-56-4-W4	Canadian Sunday School Mission	SE 20-56-7-W4	Banana Hill Farms	PNW 27-57-8-W4	Jean Fontaine	NE 2-62-12-W4	Allan & Shirley Tkachyk	NE 4-62-12-W4	William & Edward Zapisocki
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NE 2-62-12-W4	Allan & Shirley Tkachyk														
NE 4-62-12-W4	William & Edward Zapisocki														
<p><b>Lease with Heinsburg Community Club</b></p>	<p><b>Resolution #CM20150210.1006</b>  Moved By: Councillor Dwight Dach  Motion to enter into a twenty-five year lease with the Heinsburg Community Club for PNW 22-55-4-W4, Railway 55, Plan 1700EO commencing January 1, 2015.</p> <p><b>Carried</b></p>														
<p><b>Northern Alberta Mayors and Reeves Committee - Feb. 13</b></p>	<p><b>Resolution #CM20150210.1007</b>  Moved By: Councillor Glen Ockerman  Motion to appoint Reeve Upham to the Northern Alberta Mayors and Reeves Committee and to pay the \$300 annual membership fee.</p> <p><b>Carried</b></p>														
<p><b>EDA Conference - April 8-10</b></p>	<p><b>Resolution #CM20150210.1008</b>  Moved By: Councillor Frank Sloan  Motion to authorize Reeve Steve Upham and Councillor Dwight Dach to attend the Economic Developers Association Conference from April 8 - 10, 2015 in Kananaskis.</p> <p><b>Carried</b></p>														
<p><b>Letter of Support - Mallaig &amp; District Ag Society</b></p>	<p><b>Resolution #CM20150210.1009</b>  Moved By: Councillor Cliff Martin  Motion to ratify the letter of support for the Mallaig &amp; District Ag Society for their CFEP grant application for funding for a new playground.</p> <p><b>Carried</b></p>														
<p><b>Letter - Alberta Health Services - Direct Delivery Model</b></p>	<p><b>Resolution #CM20150210.1010</b>  Moved By: Councillor Laurent Amyotte  Motion to ratify the letter to Alberta Health Services expressing the County's concern with their decision to review whether or not they will continue to provide direct delivery service to the St. Paul area.</p> <p><b>Carried</b></p>														



Senior Transportation Grant	<b>Resolution #CM20150210.1011</b> Moved By: Councillor Frank Sloan Motion to approve a \$1,000 Transportation grant for the St. Paul Senior Citizens Club.	Carried
Request for Donation - St. Paul Gymnastic Club	<b>Resolution #CM20150210.1012</b> Moved By: Councillor Laurent Amyotte Motion to donate two nights of camping at the Westcove Municipal Campground, for the 2015 camping season, to the St. Paul Gymnastic Club's for their annual fundraiser.	Carried
Request for Donation - Stry 75th Anniversary Hall	<b>Resolution #CM20150210.1013</b> Moved By: Councillor Glen Ockerman Motion to donate a silent auction item to the Stry 75th Anniversary Hall for their fundraiser on February 21 to raise funds to repair the roof of their building.	Carried
Request for Sponsorship - Portage College Spring Gala	<b>Resolution #CM20150210.1014</b> Moved By: Councillor Dwight Dach Motion to file the letter from Portage College requesting sponsorship for their Food Sciences Spring Gala.	Carried
Bylaw No. 2015-02 - Well Drilling and Equipment Tax Bylaw	<b>Resolution #CM20150210.1015</b> Moved By: Councillor Cliff Martin Motion to give first reading to Bylaw No. 2015-02, which is a Well Drilling and Equipment Tax Bylaw.	Carried
	<b>Resolution #CM20150210.1016</b> Moved By: Councillor Glen Ockerman Motion to give second reading to Bylaw No. 2015-02.	Carried
	<b>Resolution #CM20150210.1017</b> Moved By: Councillor Laurent Amyotte Motion to present Bylaw No. 2015-02 at this meeting for third and final reading.	Carried Unanimously
	<b>Resolution #CM20150210.1018</b> Moved By: Councillor Maxine Fodness Motion to give third reading to Bylaw No. 2015-02.	Carried
Regional Opportunities Committee	<b>Resolution #CM20150210.1019</b> Moved By: Councillor Maxine Fodness Motion to appoint Reeve S. Upham and CAO Sheila Kitz to the Regional Funding Opportunities Committee for discussions pertaining to the ID 349 Agreement only.	
	Councillor F. Sloan requested a recorded vote.	
	<b>Votes:</b>	
	<b>In Favour:</b> Councillor Maxine Fodness, Reeve Steve Upham, Councillor Laurent Amyotte	
	<b>Opposed:</b> Councillor Cliff Martin, Councillor Dwight Dach, Councillor Frank Sloan, Councillor Glen Ockerman	
		Defeated

**10:30 a.m. -  
Shelly Boulianne  
& Les Miskolzie**

Les Miskolzie was admitted to the Council Room at 10:35 a.m. to request permission from Council for their holiday trailer to remain the temporary sole use of their property at Lottie Lake (Lot 12, Block 1, Plan 7820473), which is zoned General Urban. When they purchased the property in 2013, their plan was to build a cabin in the future. They have cleared the property, brought in gravel and trenched in underground power to the lot, all in preparation to construct a cabin. Mr. Miskoizie informed Council that at the end of December, 2018 they commit to either removing the trailer or initiating the process to construct a seasonal residence. Following his presentation, the delegation left the Council Room.

**Resolution #CM20150210.1020**

Moved By: Councillor Frank Sloan

Motion to approve the request for the holiday trailer to remain the temporary sole use of Lot 12, Block 1, Plan 7820473, until the end of December, 2018.

**Carried**

**Resolution #CM20150210.1021**

Moved By: Councillor Dwight Dach

Motion that administration bring forward an amendment to the Land Use Bylaw permitting the holiday trailer to remain as the temporary sole use of Lot 12, Block 1, Plan 7820471, until the end of December, 2018.

**Carried**

**Emergency  
Livestock Trailer  
Committee**

**Resolution #CM20150210.1022**

Moved By: Councillor Glen Ockerman

Motion to appoint the Chairman and Vice-Chairman of the ASB Committee to meet with the St. Paul Ag Society, St. Paul Fire Department and Ian Fox to determine the feasibility of purchasing an emergency livestock trailer to transport animals from accident scenes and whether or not it should proceed to the budget process.

**Carried**

**Mutual Fire Aid  
Agreement -  
County of  
Vermilion River**

**Resolution #CM20150210.1023**

Moved By: Councillor Dwight Dach

Motion to approve the Mutual Fire Aid Agreement with the County of Vermilion River effective January 1, 2015.

**Carried**

**Ashmont Fire  
Department - Old  
Fire Equipment**

**Resolution #CM20150210.1024**

Moved By: Councillor Frank Sloan

Motion that the Ashmont Fire Department be authorized to send the old SCBAs, helmets and bunker gear to Firefighters Without Borders.

**Carried**

**ASB Mower**

**Resolution #CM20150210.1025**

Moved By: Councillor Frank Sloan

Motion to purchase the 15' Rotary Cutter Rev Series 1500 Degelman mower for \$30,729.97 from Agland and advertise the old mower for sale.

**Carried**

**Lac Bellevue  
Obstacle Course**

**Resolution #CM20150210.1026**

Moved By: Councillor Dwight Dach

Motion to authorize the Friends of Lac Bellevue to access the parking area through the gate by the County dumpsters on NE 32-55-9-W4 for the Bellevue Blast obstacle race on July 18, 2015, providing they have the appropriate liability insurance.

**Carried**

**11:00 a.m. -  
Public Hearing -  
Bylaw No.  
2014-34 - Amend  
LUB Rezone S  
1/2 PSE  
6-57-6-W4**

**Resolution #CM20150210.1027**

Moved By: Councillor Maxine Fodness

Motion to adjourn the meeting and proceed to Public Hearing scheduled for 11:00 a.m. to discuss Bylaw No. 2014-34, which is a bylaw to amend Land Use Bylaw No. 2013-50 as it relates to rezoning S 1/2 PSE 6-57-6-W4 from Agricultural to Country Residential One (CR1).

**Carried**

Reeve Upham declared the Public Hearing open at 11:05 a.m.

Krystle Fedoretz, Planning and Development, informed Council that the public hearing has been advertised according to section 203 of the M.G.A. and the adjacent landowners were notified via letterpost. A public consultation was held on February 2, 2015 and there were 21 people in attendance.

Krystle then informed Council that the purpose of the public hearing is to discuss Bylaw No. 2014-34, as it relates to rezoning 18.9 acres in the S 1/2 SE 6-57-6-W4 from Agricultural to Industrial Commercial. There were 9 people in attendance for the Public Hearing.

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

"Further to the letter received on January 20, 2015, regarding the second application to re-apply for rezoning on SE 6-57-6-W4. Please accept this as a formal letter of objection.

The county has a development plan into Elk Point from the North and the South on highway 41 called Gateway Entrance. This is an extraordinary plan and the county residents stand behind this plan. The residents of Elk Point also agree with this plan as it improves the entrances from all of the highways into the town including highway 646. This is very important to the whole area for future development and for the Town of Elk Point's and the County of St. Paul's ability to attract new residents to live in this community. It is of utmost importance to build the town in such a way to add to the aesthetic appeal of the town and also be copasetic with the natural environment around town.

Elk Point is now seeing many vacancies to accommodate housing employees, as well there is allotted industrial lands within the town that are for sale. The Town of Elk Point is developing multi-family dwellings for people to live in; there is no need to have industrial lands with work camps. Commercial facilities should be built where there is adequate water supply and water disposal. The lands are zoned agriculture and due to the geographic lay of the land, the lands should remain agriculture. the above noted legal location is located in lands that are very swampy; and oil spillage, sewage, and waste water will end up right into the water veins as the water levels are very high. A good example is to look at the picture included with the application; this clearly shows the green foilage directly north of the proposed location, This foilage is actually swamp willows which is a good indicator of how low the lands lie. This picture also clearly shows the creek that runs from the west towards Lac Defresne.

The S 1/2 of 6-57-6-W4 is a riparian area, in the spring the water comes right up to where the proposed shop would be located. This is inadequate land for commercial development. Industrial shops and industrial sites must be built in correct areas designed for commercial uses with proper water shed and capture, There is a very fragile aquatic eco-system all the way to the west of Lac Defresne which stems from the creek that comes from the Town of Elk Point, The Alberta government has programs in place to protect riparian zones and the county would be very familiar with the fragility of these areas. Alberta Riparian Habitat Management Society, also knows as Cows and Fish has done extensive work to protect these areas.

The water table in this whole area is very high as it feeds all of the natural spruce forest east and south of Lac Defresne. This one of the few standing forests close to Elk Point, when water is drawn from this area ie. via dugouts, the whole water table drops dramatically affecting not only the trees but more importantly the residents water supply. Commercial water

wells drilled in this area will affect this water table. In-proper used oil handling is an extreme danger to this aquatic region as well. The aquatic system is so fragile in this area it would be detrimental to rezone this area to commercial.

From the said lands there are 14 country residences that are directly affected by this re-zoning.

Due to the above concerns we must object to the development and re-zoning of this property."

Loreen and Robert Reynolds

"Please accept this letter as a second letter of objection as our company has objected to this same application for development previously in 2014 for the same purposes, It was our understanding that this was not going to be re-zoned.

Our mandate still stands that the county maintain the same development plan into Elk Point as the Gateway Entrance Guidelines. It is equally important to have the same plan for all entrances into Elk Point to maintain an orderly development of the community.

We are under these guidelines with our own land on the corner of highway 41 and we agree with these guidelines and we know that future professional developers will not object to orderly development either.

There are many industrial lots for sale in the Town of Elk Point for developers to purchase. The said lands in particular are not good for commercial development. Any development to the East of Highway 41 on Highway 646 is subject to swamps and lowlands affecting water sources of residents and livestock.

As a side notation, the said lands are home to many species of wildlife including eagles which are rare to see in this area as their habitat has become diminished.

Upon reviewing the application received from the County office regarding the re-zoning of the S 1/2 6-57-6-W4, we feel that with the proximity to our personal residences this will dramatically affect property values and water sources.

Please ensure that the above stated lands are not re-zoned commercial. We urge any re-zoning within the county to be under restricted covenants in terms of large businesses to ensure orderly development with aesthetically appealing highway frontage and strict guidelines on work camps and multi-family dwellings. These commercial sites should be restricted to specific areas that are more applicable to commercial activity and geographic location."

AARBO Ranching Ltd.

Reeve Upham then called for anyone wishing to speak in opposition of the proposed rezoning.

Edward Vogel lives right across the road from the proposed development and is concerned about how they will dispose of the sewer and oil from the business. There is a wetlands on the property and he is concerned with potential contamination.

Ollie Fedorus is also concerned about the slough on the property which is within half a mile of where the proposed building will be. He feels it should be designated as a wetlands and it should be preserved.

Glenn Scott, NW 33-56-6-W4, advised that he stands behind his previous concerns that if the rezoning application is approved it will set a precedent. He supports all the environmental concerns already expressed, however he is now thinking from a technical view. He feels this will be a text book case of supporting a second rate industrial park outside of the Town of Elk Point. He is also concerned with safety, as the area is already congested and the heavy traffic from the business will cause needless bottle necking. He feels this type of development should be in the industrial park in the Town of Elk Point. The proposed subdivision is too close to existing residences.

Eric Holthe owns land adjacent to this property and is concerned that if the wetlands become contaminated from the business, it will drain on to his property and could also contaminate his land. The developer may have it under control, however the owners in the future may not. He feels they should utilize the space in the Town of Elk Point that has already been zoned Industrial Commercial.

Reeve Upham then called for anyone wishing to speak in favor of the proposed rezoning.

The Applicant, Luthind Enterprises, then spoke in favor of the proposed rezoning as the intent of his business is to preserve jobs, create economic growth while mitigating their risks by having additional office space available for rent. He advised that the proposed development will not impact the green foilage as they will install a proper drainage system. They will be bringing a business into the County of St. Paul which employs 40 people. They also indicated that there will not be increased traffic to cause concern nor will there be an increase in noise to the area residents.

Myra Bochon, NW 5-57-6-W4, questioned the location of the proposed development as there are lots available within the Town of Elk Point which are already zoned for this type of development. The University of Alberta is doing a study on the wetlands, and the results will be available by the summer.

Following a brief question and answer period, the delegation left the Council Room at 11:45 a.m.

**Resolution #CM20150210.1028**

Moved By: Councillor Maxine Fodness

Motion to give second reading to Bylaw No. 2104-34.

Councillor Fodness requested a recorded vote:

**Votes:**

Councillor Cliff Martin, Councillor Dwight Dach, Councillor  
**Opposed:** Frank Sloan, Councillor Glen Ockerman, Councillor Maxine Fodness, Reeve Steve Upham, Councillor Laurent Amyotte  
**Defeated Unanimously**

Reeve Upham recessed the meeting at 12:00 p.m. and reconvened the meeting at 12:37 p.m. with all members of Council present.

**Road  
Construction  
Easements**

**Resolution #CM20150210.1029**

Moved By: Councillor Cliff Martin

Motion to approve the following easements for road construction purposes:

West of 1-58-8-W4, Project 3C152, 1.5 Miles

PNE 35-57-8-W4	Doninique & Monique Pelchat
PNE 35-57-8-W4	Jean Pelchat
PSW 36-57-8-W4	Matthew & Sabrina Robinson
PSW 36-57-8-W4	Eldon & Bonnie Kryzanowski
NW 36-57-8-W4	Pat & Denise Robinson
PSW 1-58-8-W4	Gisele Robinson
PSW 1-58-8-W4	Pat & Denise Robinson
PNW 1-58-8-W4	1370088 AB Ltd.; 1370146 AB Ltd.
S 1/2 NE 2-58-8-W4	Richard & Nicole Brousseau
N 1/2 NE 2-58-8-W4	Chad & Stephanie Stark
PSE 2-58-8-W4	Yvonne Pelchat
PSE 2-58-8-W4	Gerard & Simonne Mahe

West of 34-56-7-W4, Project 2C151, 1.5 Miles

SE 33-56-7-W4	Emjay Enterprises Inc.
NE 33-56-7-W4	Ed Croteau
SW 34-56-7-W4	Darcy & Sheana Pankiw
NW 34-56-7-W4	Darcy & Sheana Pankiw
PSW 3-57-7-W4	Darcy & Sheana Pankiw
PSW 3-57-7-W4	Kenneth & Blandine Adkins
PSE 4-57-7-W4	Rocky Pankiw

**Carried**

**Sea Cans for  
NESS Equipment**

**Resolution #CM20150210.1030**

Moved By: Councillor Laurent Amyotte

Motion that Public Works department purchase two sea cans to store the National Emergency Stockpile Surplus (NESS) Equipment, which will be available to the region in the case of an emergency.

**Carried**

**Policy PW- 63 -  
Dust Control  
Policy**

**Resolution #CM20150210.1031**

Moved By: Councillor Maxine Fodness

Motion to approve Policy PW-63 as amended as it relates to changes to the County's dust control procedures, as per the recommendations of the Public Works Committee.

**Carried**

**Request to  
Purchase Gravel**

**Resolution #CM20150210.1032**

Moved By: Councillor Frank Sloan

Motion to deny the request from Jules Berlinguette for the County to purchase the gravel in his pit located on NE 31-58-9-W4.

**Carried**

**Moosehills Road  
Slide**

**Resolution #CM20150210.1033**

Moved By: Councillor Glen Ockerman

Motion to approve an additional \$20,000 expenditure to AMEC for additional testing and work as negotiated by the Public Works Superintendent, in order that AMEC provide the County with one recommendation to fix the Moosehills slide, which will be ready to proceed to tender.

**Carried**

**Letter of  
Appreciation**

**Resolution #CM20150210.1034**

Moved By: Councillor Cliff Martin

Motion to file the letter of appreciation from Beverly and Warren Smith for the excellent service provided by the Public Works Department over the past winter.

**Carried**

**Letter of Support  
- CIP Grant for  
Rapid Response  
Truck**

**Resolution #CM20150210.1035**

Moved By: Councillor Dwight Dach

Motion to provide the St. Paul Fire Department with a letter of support stating that the County of St. Paul will provide up to \$75,000 for the Rapid Response Truck.

**Carried**

**Thank you letter  
from Library  
Board**

**Resolution #CM20150210.1036**

Moved By: Councillor Dwight Dach

Motion to file the letter from the County Library Board thanking Council for the annual grant they provided.

**Carried**

**Report - Capital  
Regional Water  
Authority**

Reeve Upham advised that he met with the Capital Regional Water Authority to discuss the agreements that are required to connect to the water line. He also met with the Hwy 28/63 Committee, who have agreed to sell water to the County.

**1:00 p.m. - Northern Lights Library System - Mircea Panciuk**

Mircea Panciuk, Executive Director with Northern Lights Library System was admitted to the Council Room at 1:00 p.m. to present the 2013 Statement of Services with the Northern Lights Library System, which describes where the per capita dollars are allocated. The delegation left the Council Room at 1:35 p.m.

**1:30 p.m. - St. Paul & District Arts Foundation**

Theresa McQueen and Coral Winkel were admitted to the Council Room at 1:30 p.m. to make a presentation on the St. Paul & District Arts Foundation, which is a non-profit group that houses visual arts studios, musical theatre, literary arts, dance and programming offered for youth to develop and promote all aspects of the arts. They advised Council that they have secured some grant funding and have applied for two more grants to continue with renovations in the building and to run programs. 50% of their members are County residents. The delegation then requested a \$20,000 grant from the County, which they would use as matching dollars to apply for more grants. The delegation left the Council Room at 2:00 p.m.

Councillor Frank Sloan refrained from voting as his sister was part of the delegation who made the request on behalf of the St. Paul & District Arts Foundation.

**Resolution #CM20150210.1037**

Moved By: Councillor Cliff Martin  
Motion to defer the request from the St. Paul & District Arts Foundation for \$20,000, to the budget sessions.

**Carried**

**2:00 p.m. - Plante Farms**

Jacques and Gail Plante representing Plante Farms were admitted to the Council Room at 2:00 p.m. to discuss their concerns with the St. Paul Area Structure Plan.

Their first concern was regarding the process. They would have appreciated a meeting with Council prior to meeting with the Town so they could have voiced their opinion more freely regarding the whole process and the Planner.

County residents have the largest stake in the Area Structure Plan but the Town of St. Paul hired the planner. They are concerned that he is not and will not be neutral. They want to make sure that County Council is paying attention through this whole process.

Mrs. Plante also asked when the County stakeholders will have more input in the planning process? They feel there needs to be more transparency and want to see the plan before it is finalized.

They then requested clarification on what the responsibility of County Council will be regarding development of land in the IDP? Whose responsibility is it to ensure development of land in the IDP is done properly. As they are not involved in the planning process, they want to know how the County will address errors made in the development of land in the ASP or the surrounding area. Mr. & Mrs. Plante also requested to be at the table when the ASP is being drafted, however after discussing their request with Council, they were satisfied to leave it with Administration to bring their concerns forward.

Jacques and Gail Plante left the Council Room at 2:35 p.m.

**2:30 p.m. - Aaron & Harvey Aarbo**

Harvey Aarbo, Aaron Aarbo, Loree & Rob Reynolds were admitted to the Council Room at 2:35 p.m. Mr. Aarbo advised Council that he respects Council and did not come to criticize, he wants to provide input to Council.

Mr. Aarbo referred to the St. Paul Journal which stated that the County discussed purchasing a septic truck. He does not believe that the County should compete with the private business using public dollars.

He feels that the County should look into privatizing weed inspections as it is becoming a serious issue and there is no accountability from one year to the next. If the County wants to get control of the noxious weeds in the County, they have to step up their procedures.

He feels the three layers of taxation for gravel pit reclamation is excessive.

Honorarium & Wages - Mr. Aarbo suggested that instead of increasing wages, Council should be decreasing taxes.

The delegation left the Council Room at 3:20 p.m.

CAO Report

**Resolution #CM20150210.1038**  
Moved By: Councillor Dwight Dach  
Motion to accept the CAO Report as presented.

Carried

**Resolution #CM20150210.1039**  
Moved By: Councillor Maxine Fodness  
Motion that administration arrange a meeting with Alberta Transportation during the AAMD&C Spring Convention.

Carried

**Resolution #CM20150210.1040**  
Moved By: Councillor Glen Ockerman  
Motion to approve all of Council to attend the Federation of Canadian Municipalities (FCM) Conference from June 5-8, 2015, in Edmonton.

Carried

Listing of Accounts Payable

**Resolution #CM20150210.1041**  
Moved By: Councillor Cliff Martin  
Motion to file the listing of Accounts Payable as circulated:

<u>Batch</u>	<u>Cheque Date</u>	<u>Cheque Nos.</u>	<u>Batch Amount</u>
18254	January 7, 2015	21449 - 21486	\$100,314.95
18256	January 7, 2015	21487 - 21507	\$334,468.02
18279	January 15, 2015	21508 - 21543	\$229,893.40
18280	January 15, 2015	21544 - 21578	\$618,167.32
18301	January 28, 2015	21579 - 21660	\$170,168.75

Carried

Council Fees

**Resolution #CM20150210.1042**  
Moved By: Councillor Glen Ockerman  
Motion to approve the Council Fees for the Month of January, 2015 as circulated.

Carried

Budget to Actual

**Resolution #CM20150210.1043**  
Moved By: Councillor Maxine Fodness  
Motion to approve the budget to actual as of December 31, 2014 (preliminary).

Carried

In Camera

**Resolution #CM20150210.1044**  
Moved By: Councillor Dwight Dach  
Motion to go in camera as per sections 17, 21 and 27 of the FOIP Act.  
Time: 3:36 p.m.

Carried

**Resolution #CM20150210.1045**  
Moved By: Councillor Cliff Martin  
Motion to revert to an open meeting. Time: 4:17 p.m.

Carried



**Resolution #CM20150210.1046**

Moved By: Councillor Laurent Amyotte  
Motion to waive any further development permit application fees on the NW 16-57-6-W4.

**Carried**

**Resolution #CM20150210.1047**

Moved By: Councillor Frank Sloan  
Motion that administration send a letter to the owners of NW 15-57-6-W4 denying any further compensation on their basement footings, based on legal opinion.

**Carried**

**Adjournment**

Business on the agenda being concluded, Chairman S. Upham adjourned the meeting. Time: 4:18 p.m.

These minutes approved this 10th day of March, 2015.

\_\_\_\_\_  
Reeve

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



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

## Issue Summary Report

**6.1. 10:30 a.m. - Kimberly & Ryan Christensen - CANCELLED**

**#20150305012**

**Meeting :** March 10, 2015

**Meeting Date :** 2015/03/10 10:00

### **Background**

---

Kimberly and Ryan Christensen will be in to speak with Council about the Noise Bylaw and Land Use Bylaw. Their request to attend the Council meeting is attached.

### **Additional Information**

---

**Originated By :** pcorbiere

## Appendix 1 for 6.1.: E-Mail from Christensen

### Phyllis Corbiere

---

**From:** Kimberley Muchowski <muchowsk@ualberta.ca>  
**Sent:** March-06-15 10:53 AM  
**To:** Phyllis Corbiere  
**Subject:** Council Meeting (March 10) Agenda addition (Kimberley and Ryan Christensen)

Hello,

These are the items we would like to add to the agenda for the March 10th council meeting.

- 1.) Noise Bylaw
- 2.) Land Use Bylaw
- 3.) Stipulations or parameters to be set for anyone using this parcel of land (rock storage facility) in the future. How can we avoid running into a similar situation down the road?

Both of these items are in relation to the noise produced at the rock storage facility that is north west of our residence. It has constantly infringed on the comfort, repose, health and peace of not only us, but many of our neighbours. We need to discuss how to put an end to it at this location, and prevent it from happening should this individual rent or purchase land around us in the future.

Thank you.

Ryan and Kimberley Christensen



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## Issue Summary Report

### 6.2. 11:00 a.m. - Public Hearing - Bylaw No. 2014-32 - Amend LUB - Rezone PSW 34-57-9-W4

#20150305014

Meeting : March 10, 2015

Meeting Date : 2015/03/10 10:00

#### Background

---

At the October Meeting, Council gave first reading to Bylaw No. 2014-32, which is a bylaw to amend Bylaw No. 2013-50 as it relates to rezoning 18.31 acres in PSW 34-57-9-W4 from Agricultural to Country Residential One (CR1).

RSVPs were sent out for a public consultation to be held on February 17, 2015. One person replied that she would attend the public consultation, however she did not show up. No one attended the public consultation.

Bylaw No. 2014-32 was advertised in the St. Paul Journal the weeks of February 24 and March 3, 2015 and the adjacent landowners were notified via letter post.

Krystle Fedoretz will attend this Public Hearing.

#### Recommendation

---

Motion to adjourn the meeting and proceed to Public Hearing scheduled for 11:00 a.m. to discuss Bylaw No. 2014-32, which is a bylaw to amend Land Use Bylaw No. 2013-50 as it relates to rezoning 18.31 acres in SW 34-57-9-W4 from Agricultural to Country Residential One (CR1).

#### Additional Information

---

Originated By : pcorbiere

## COUNTY OF ST. PAUL REZONING APPLICATION

Name of Applicant: Explore Surveys Inc. Email: albert@exploresurveys.com

Mailing Address: Box 1987, St. Paul, Alta. T0A 3A0

Telephone (Home): \_\_\_\_\_ (Business): 780-645-3399 (Fax): \_\_\_\_\_

Registered Owner (if not applicant): Daisy Binette

Mailing Address: Box 421, St. Paul, Alta. T0A 3A0

Telephone (Home): 780-645-2416 (Business): \_\_\_\_\_ (Fax): \_\_\_\_\_

### 1. LEGAL DESCRIPTION OF LAND TO BE SUBDIVIDED:

- a) All / part of the S.W. ¼ section 34 township 57 range 9 W4M
- b) Being all / parts of Lot \_\_\_\_\_ Block \_\_\_\_\_ Registered Plan \_\_\_\_\_
- c) Total area of the above parcel of land to be rezoned is 18.31 acres 7.41 (hectares)

### 2. ZONING INFORMATION:

- a) Current Zoning as per the Land Use Bylaw 2013-~~11~~<sup>5</sup>: Agricultural
- b) Desired Zoning as per the Land Use Bylaw 2013-~~11~~<sup>9</sup>: Country Residential One
- c) Proposed use as per the Land Use Bylaw 2013-~~11~~<sup>9</sup>: Country Residential One  
Single Family Dwellings
- 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: The areas are fragmented and cannot be farmed with ease. The landowner wishes to sell these 2 parcels and keep the area east of the road as an agricultural unit.

## Appendix 1 for 6.2.: Rezoning Application

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

a) Is the land situated immediately adjacent to the municipal boundary? Yes \_\_\_\_\_ No X

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 X

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 X No \_\_\_\_\_

If "yes", state its name Upper Therien Lake

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

e) Is the proposed parcel within 1.5 kilometres of a sour gas facility? Yes \_\_\_\_\_ No X

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 X

**\*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 X

ii) Does the proposed parcel contain a slope greater than 15% Yes \_\_\_\_\_ No X

### 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

## Appendix 1 for 6.2.: Rezoning Application

### 5. WATER SERVICES:

- a) Existing Source of Water: Wells
- b) Proposed water source (if not rezoning parcel in its entirety).
- ☐ Proposed water supply to new lots by a licensed (surface)water distribution system;
  - ☐ Proposed water supply to new lots by cistern and hauling;
  - ☐ Proposed water supply to new lots by individual water wells.

### 6. SEWER SERVICES:

- a) Existing sewage disposal: None
- b) Proposed sewage disposal: As permitted

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

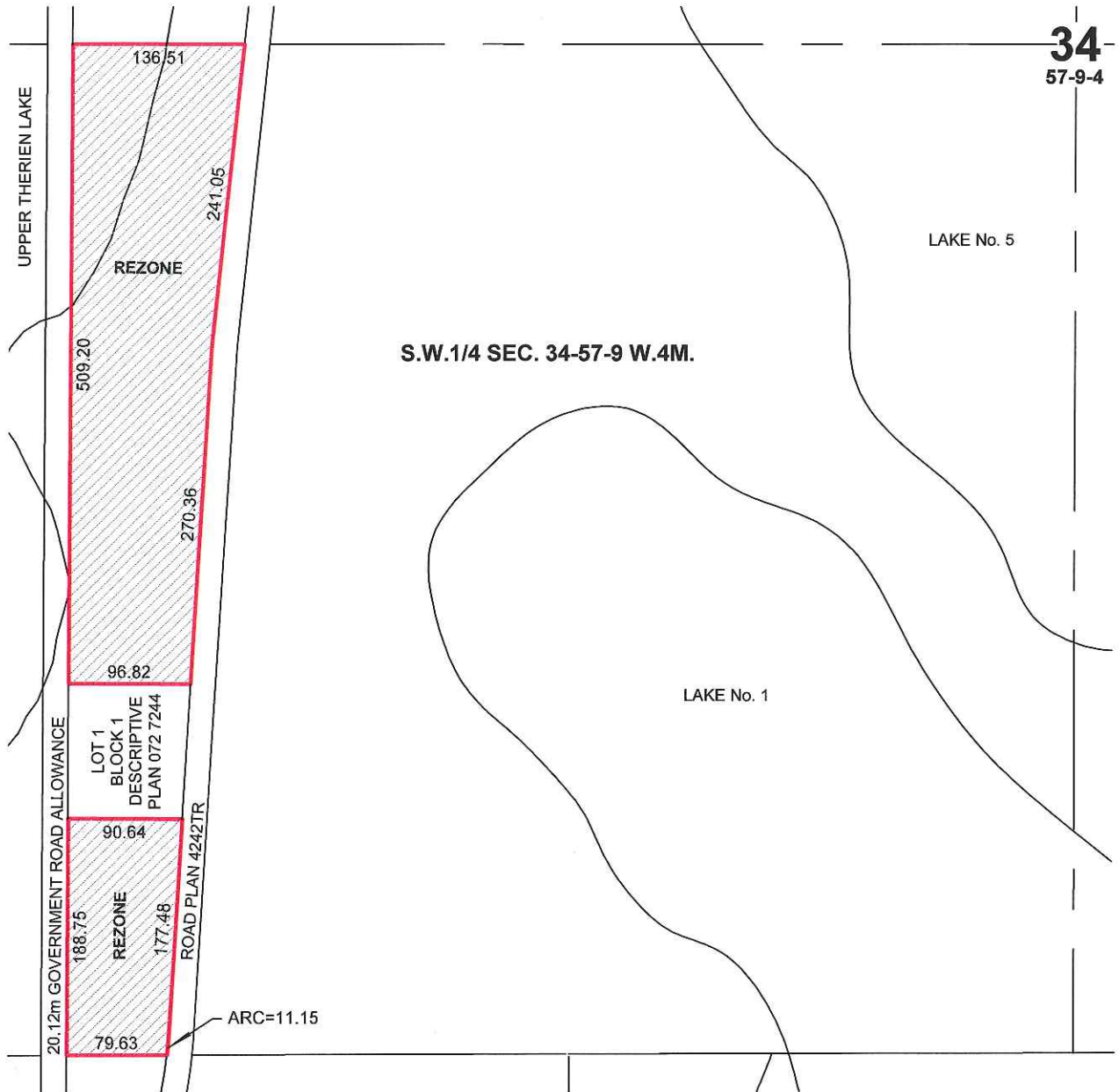
	Property Line	Water Source	Building	Septic Tank	Basement	Water Course
Holding Tanks	1 metre	10 metres	1 metre			10 metres
Treatment Mound	3 metres	15 metres	10 metres	3 metres	10 metres	15 metres
Field System	1.5 metres	15 metres	10 metres	5 metres	10 metres	15 metres
Open Discharge	90 metres	50 metres	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



PAGE 1 OF 2

# REZONING PLAN

SHOWING PROPOSED REZONING WITHIN  
**S.W.1/4 Sec.34 Twp.57 Rge.9 W.4M.**  
 COUNTY OF ST. PAUL No. 19



## LEGEND:

Distances are in metres and decimals thereof.

Portions referred to shown as:

**EXPLORE**  
 SURVEYS INC.

Plan Prepared by:  
 Explore Surveys Inc.  
 Edmonton, Alberta  
 Toll Free 1-866-936-1805  
 Fax No. 780-800-1927



REV. NO.	DESCRIPTION	DATE
0	PLAN ISSUED	OCT. 3, 2014

Job X131514

Rev. 0

SURVEYED BY: --

CALC'D BY: J.O.

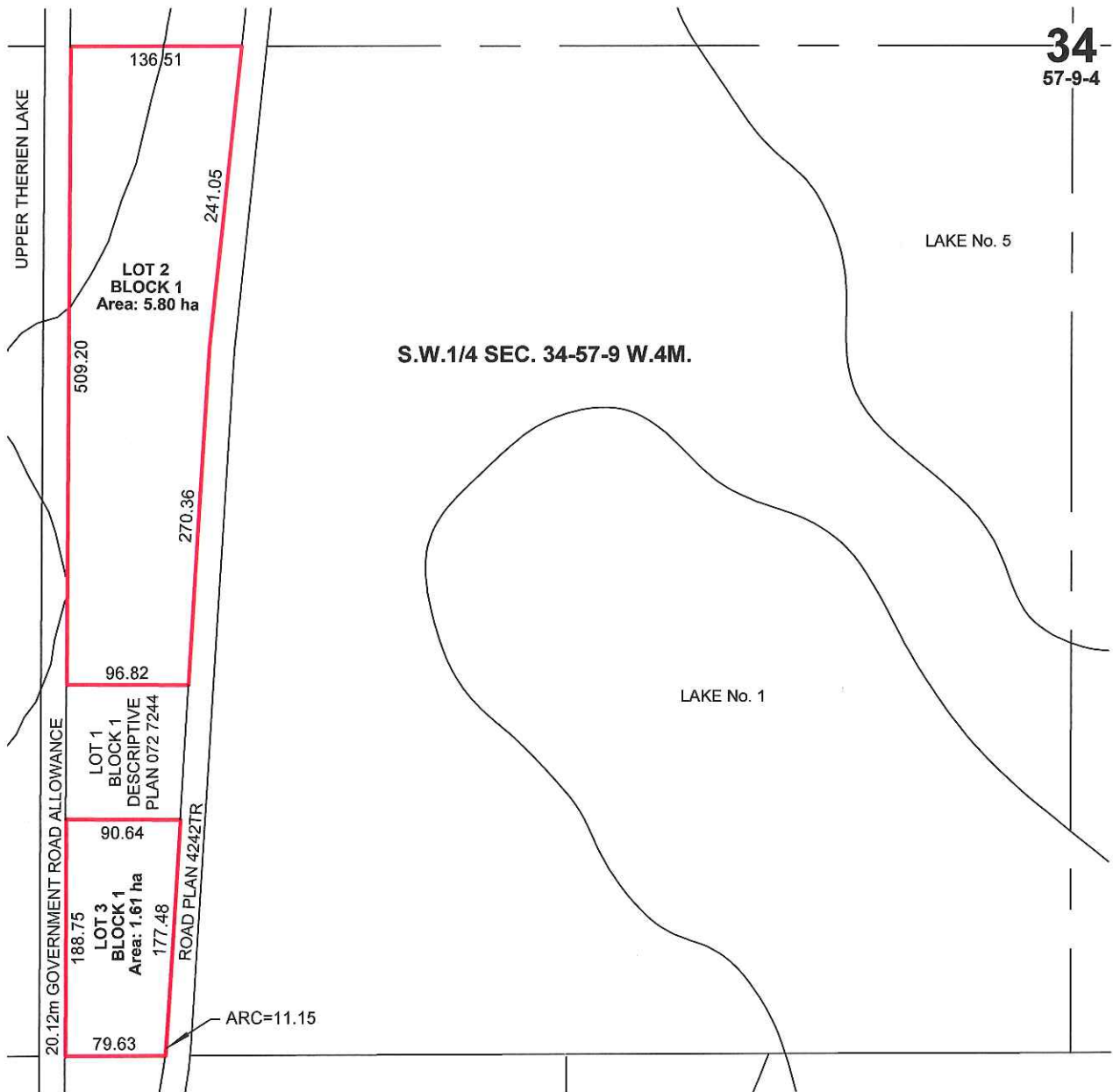
DRAWN BY: J.O.



PAGE 1 OF 2

**TENTATIVE PLAN**

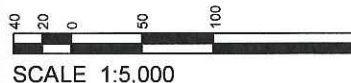
SHOWING PROPOSED SUBDIVISION WITHIN  
**S.W.1/4 Sec.34 Twp.57 Rge.9 W.4M.**  
 COUNTY OF ST. PAUL No. 19

**LEGEND:**Portions referred to shown as: ———

Distances are in metres and decimals thereof.

**EXPLORE**  
 SURVEYS INC.

Plan Prepared by:  
 Explore Surveys Inc.  
 Edmonton, Alberta  
 Toll Free 1-866-936-1805  
 Fax No. 780-800-1927



REV. NO.	DESCRIPTION	DATE
0	PLAN ISSUED	OCT 3, 2014

Job X131514

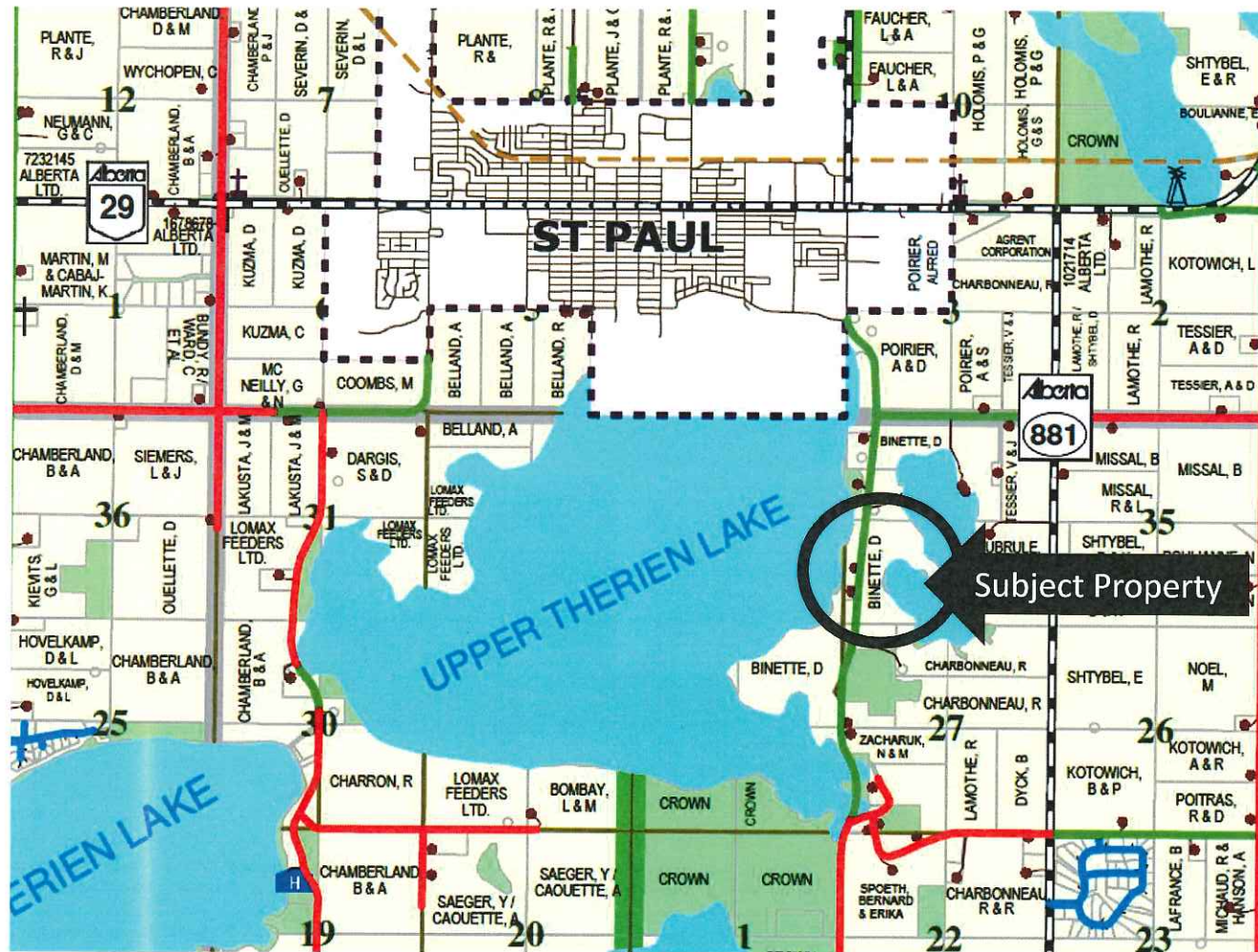
Rev. 0

SURVEYED BY: --

CALC'D BY: J.O.

DRAWN BY: J.O.

## General Location Map



COUNTY OF ST. PAUL NO. 19

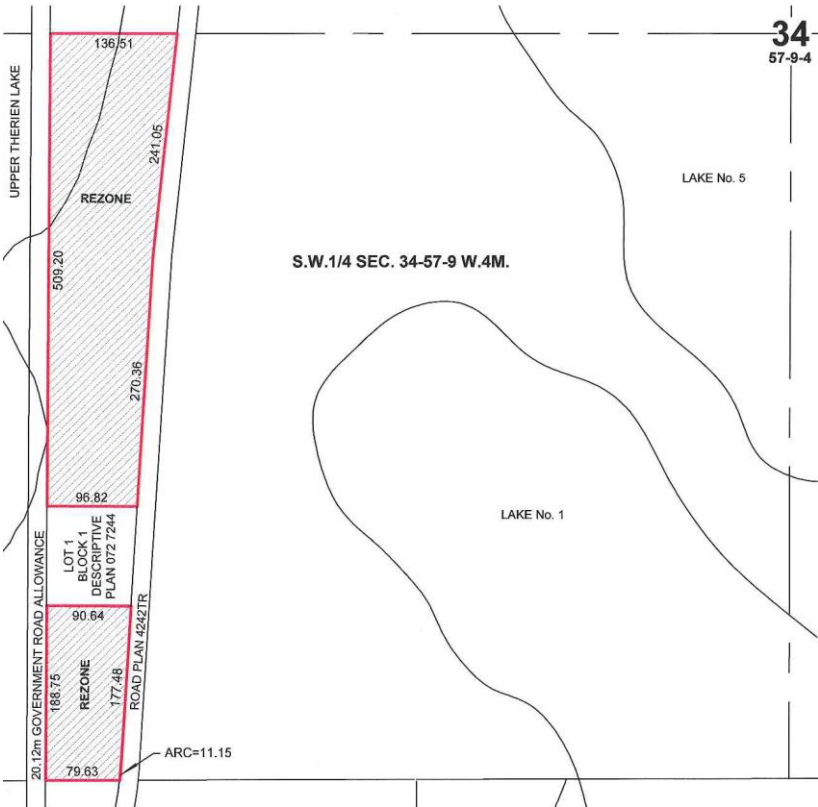
BY-LAW NO. 2014-32

A By-law of the County of St. Paul No. 19 in the Province of Alberta to amend the Land Use Bylaw No. 2013-50

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

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

1. Bylaw No. 2013-50 is hereby amended as follows:
- FROM: Agricultural to Country Residential One (CR1)
- FOR: Part of SW 34-57-9-W4



Read a first time in Council this 14<sup>th</sup> day of October, A.D. 2014.

Advertised the 24<sup>th</sup> day of February, A.D. 2015, and the 3<sup>rd</sup> day of March, A.D. 2015 in the St. Paul Journal.

Read a second time in Council this            day of            , A.D. 2015.

Read a third time and duly passed in Council this            day of            , A.D. 2015.

\_\_\_\_\_  
Reeve

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



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

**6.3. 11:30 a.m. - St. Paul Skate Park**

**#20150305013**

**Meeting :** March 10, 2015

**Meeting Date :** 2015/03/10 10:00

### **Background**

---

Kirk Reid and Daniel Reid will be in to give a presentation on the current status of the St. Paul Skatepark initiative and inform Council of the next steps they have planned for the skatepark.

### **Additional Information**

---

**Originated By :** pcorbiere



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## Issue Summary Report

### 7.1. 2015 Professional Vegetation Managers Assn Conf. - March 24-26 #20150303001

**Meeting :** March 10, 2015

**Meeting Date :** 2015/03/10 10:00

#### Background

---

The 2015 PVMA Spring Conference (previously known as the IVMAA) will be held March 24-26, 2015 in Edmonton. Registration for the conference is \$475 per person.

More information is available at: <http://www.ivmaa.com/>

#### Recommendation

---

Motion to approve Dennis Bergheim, Keith Kornelsen and Warren Leister to attend the 2015 Professional Vegetation Managers Association (PVMA) Conference from March 24-26, 2015 in Edmonton.

#### Additional Information

---

**Originated By :** pcorbiere



# Appendix 1 for 7.1: Agenda

## Agenda:

### Tues March 24

8:00AM -- 12:00 PM - Trade show set up in Enoch room

11:00AM -- 1:00PM - Registration

1:00PM -- 1:30PM -- River Cree Ballroom: Welcome to Conference: Brandon & Candice

1:30PM -- 2:30 PM -- Fred Whitford -- Handling a pesticide spill: Are you prepared? CEC applied for

2:30 PM -- 3:00 PM Break

3:00 PM -- 4:00 PM -- Christopher Nowak - Herbicides Really are Most Effective at Creating Sustained, Desirable Plants Communities on Powerline Corridors -- Conclusion and Results from 40 year Volney-Marcy Project in Upstate New York -- CEC applied for

4:00 PM -- 5:00 PM - AGM

6:30 PM -- 9:00 PM Meet & Greet -- Enoch Room - sponsored by Dow AgroSciences & Univar Environmental Sciences

### Wed March 25 -- River Cree Ballroom

6:45 AM -- 8:00 AM -- Breakfast/Registration

8:00 AM -- 9:00 AM -- Jim Neeser -- The Right Stuff: How to determine the best tools for your Integrated Vegetation Management Program CEC applied for

9:00 AM -- 10:00 AM -- Herbicide Resistance -- Don Hare CEC applied for

10:00 AM -- 10:30 AM - EXHIBITOR BREAK

10:30 AM -- 11:30 AM -- Resolving Conflict -- Alasdair Mackinnon CEC applied for

11:30 -- 12:30 -- LUNCH

12:30 PM -- 1:30 -- Christopher Nowak -- Right-of-Way Stewardship Program and Third-Party Certification of Utility Vegetation Management -- What is it? Where did it come from? Where is it going? CEC applied for

1:30 PM -- 2:30 PM -- Fred Whitford -- Getting the right rate by eliminating measuring errors -- CEC applied for

2:30 PM -- 3:00 PM -- EXHIBITOR BREAK

3:00 PM -- 3:30 PM - AB Weed Control Act Update -- Nicole Kimmelf CEC applied for

3:30 PM -- 4:00 PM -- AB Env update - Nasir Shaikh

4:00 PM -- 5:00 PM -- Deborah E Sheeler, Davey Tree -- Using Global Information Systems (GIS) and Remote Sensing (RM) Analysis for ROW Vegetation Management CEC applied for

5:00 PM -- 6:00 PM -- EXHIBITOR BREAK

6:00 PM -- 8:00 PM -- Banquet

6:00PM -- 6:05 PM -- MC Introduction (6:05PM Service)

6:45 PM -- 7:00 PM - Awards

7:00 PM -- 8:00 PM -- Entertainment: Tyler Barkhouse

8:00 PM -- 10:00 PM -- Silent Auction

### Wednesday -- Strongwoods room

1:30-4:00 PM

Dwayne Neustaeter -- Toolbox or toybox?

### Thursday March 26 -- River Cree Ballroom

6:45 AM -- 8:00 AM -- Breakfast

8:00 AM -9:00 AM -- Dennis Prouse, Crop Life Canada -- Update on pesticide bans across Canada CEC applied for

9:00 AM -- 10:00 AM -- Vivianne Servant, AB Environment & Sustainable Resource Development -- Human Bio-monitoring of Pesticides -- CEC applied for

10:00 AM -- 10:30 AM -- EXHIBITOR BREAK

10:30 AM -- 11:30 AM -- Lloyd Harmon -- A different perspective -- CEC applied for

11:30 AM -- 12:00 PM -- Closing remarks

12:00 PM -- 1:00 PM -- LUNCH

### Thursday -- Strongwoods Room

8:30 -10:00AM Bob Clark - Woodlands Trainer Assoc. -- Dangerous Tree Assessor & Precision Tree Felling Programs



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## Issue Summary Report

### 7.2. Municipal Administration Leadership Workshop

**#20150304003**

**Meeting :** March 10, 2015

**Meeting Date :** 2015/03/10 10:00

#### Background

---

The 15th Annual Municipal Administration Leadership Workshop, hosted by the Society of Local Government Managers, will be held May 12-15, 2015 in Kananaskis. This will be a good opportunity for the new intern along with another staff member to attend. Registration for the Conference is \$549.

#### Recommendation

---

Motion to approve two staff members to attend the Municipal Administration Leadership Workshop, hosted by the SLGM, from May 12-15, 2015 in Kananaskis.

#### Additional Information

---

**Originated By :** pcorbiere

REGISTRATION DETAILS

Fees

**REFRESHER WORKSHOP**  
\$499 GST in (paid before March 7, 2014)  
\$549 GST in (paid after March 7, 2014)

**SLGM/LGL FORUM**  
\$800 GST included (paid before March 7, 2014)  
\$850 GST included (paid after March 7, 2012)

*Fee includes written materials, Welcome Reception, coffee break refreshments, lunch and Awards Banquet. Additional Awards Banquet tickets \$40 each.*

**PAYMENT DETAILS:** Please submit the registration form with payment. You may pay by cheque or purchase order.

**CANCELLATIONS:** Cancellations must be in writing, before April 24, 2014. A \$75 cancellation fee will be withheld.

Accommodations

**Delta Mount Kidd Manor and Delta Lodge at Kananaskis**

Ph. 1-866-432-4322    **\$169** plus applicable tax  
Quote Conference Booking # SO 0507\_001

When making your reservation, identify that you are attending the SLGM hosted workshop. Book early as there is limited availability at these rates.

**Thinking of bringing your partner?**  
Kananaskis Village offers a variety of activities; please contact the hotels directly for more information and costs associated with these activities.

Registration takes place at the Delta Lodge at Kananaskis, Conference Centre, Tuesday, May 13 – 11:30 am to 5:30 pm

SLGM REGISTRATION FORM

(Photocopy if you require additional registration forms.)

LAST NAME

FIRST NAME

MIDDLE NAME

ORGANIZATION

POSITION

ADDRESS

CITY

PROVINCE POSTAL CODE

AREA CODE PHONE (RES)

AREA CODE PHONE (BUS)

EMAIL

MAKE CHEQUE PAYABLE TO:

The Society of Local Government Managers of Alberta  
Box 308, 4629-54 Avenue, Bruderheim, AB T0B 0S0

SESSIONS/EVENTS SELECTION

Please indicate the sessions/events you plan to attend

☐ SLGM/LGL "Seeking Council/Staff Alignment" (3 day program) May 12-14, 2014

**Mountain Refresher Tuesday, Day 1 – May 13<sup>th</sup>**

☐ Leadership Legacy Part 2 (1/2 day afternoon)  
☐ Welcome Reception (7:30 to 10:00 pm) ☐ Not attending

**Mountain Refresher Wednesday, Day 2 – May 14<sup>th</sup>**

☐ Ethics in Action (1/2 day morning)  
☐ Trust and Leadership (1/2 day morning)  
☐ R & R: Revisiting & Reinventing the Basics of Municipal Management – Working With Your Municipal Neighbour (1/2 day morning)  
☐ Ethics in Action (1/2 day afternoon)  
☐ Leadership at the Movies: Volume 2 (1/2 day afternoon)  
☐ R & R: Revisiting & Reinventing the Basics of Municipal Management – Tax Recovery 101 (1/2 day afternoon)

**Mountain Refresher Thursday, Day 3 – May 15<sup>th</sup>**

☐ AGM Breakfast (SLGM members only) (7:30 am to 8:45 am)  
☐ Legal Stream I – Come Together Right Now – sustainability in Trying Times (1/2 day morning)  
☐ HR Stream: Succession Planning (1/2 day morning)  
☐ Social Media: Why Your Municipality Needs an Effective Digital Media Strategy (1/2 day morning)  
☐ Legal Stream II – "Don't Tell Anyone – It's Protected Under FOIP": Balancing Confidentiality and Transparency (1/2 day afternoon)  
☐ Social Media: Why Your Municipality Needs an Effective Digital Media Strategy (1/2 day afternoon)  
☐ Responding With Confidence: Working with the News Media to Get Your Message Out (1/2 day afternoon)  
☐ Awards Banquet (6:30 pm to 10:00 pm) ☐ Not attending

PLEASE CHECK OFF WHAT YOU ARE REGISTERING FOR:

☐ Mountain Refresher Workshop 2 1/2 day (before March 7) \$499  
☐ Mountain Refresher Workshop 2 1/2 day (after March 7) \$549  
☐ SLGM LGL 3 day Forum (before March 7) \$800  
☐ SLGM LGL 3 day Forum (after March 7) \$850  
☐ SLGM/ LGL Forum Option only, Thursday, May 15 \$150  
☐ Additional Awards Banquet Tickets # \_\_\_\_\_ tickets @ \$40 ea

\* GST #866900905 RT0001 (GST included). TOTAL

Municipal Administration Leadership Workshop

Kananaskis Village • Alberta  
May 13 – 16, 2014  
Register Early

All registrations received before March 8 will be eligible for the Early Bird Draw on March 7, 2014

**Early Bird Draw:** Three nights accommodation at the Delta Mount Kidd Manor at Kananaskis during the workshop.

MOUNTAIN Refresher

Are you a municipal administrator, departmental manager or government employee looking for a professional educational experience which provides practical skills for dealing with contemporary issues?

Then consider attending this year's Mountain Refresher, in breath-taking Kananaskis...

This event draws senior and junior-level administrators from urban and rural, large and small jurisdictions who value an opportunity to learn from each other as well as from experts in the field.

The Society of Local Government Managers of Alberta  
P.O. Box 308, 4629-54 Avenue  
Bruderheim, AB T0B 0S0  
Phone: 780-796-3836

Our website:  
Keep up-to-date with the Municipal Administration Leadership Workshop as it unfolds by checking our website: [www.clgm.net](http://www.clgm.net)









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[www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)

## Issue Summary Report

### 7.3. AFCA Conference

#20150303002

**Meeting :** March 10, 2015

**Meeting Date :** 2015/03/10 10:00

#### Background

---

The Alberta Fire Chiefs Association 2015 Conference and Trade Show will be held May 25-27, 2015 in Red Deer. Councillor D. Dach has expressed interest in attending this conference as it relates to the fire committees he sits on. Registration for the conference is \$550.

More information is available at: <http://www.afca.ab.ca>.

#### Recommendation

---

Motion to authorize Councillor Dwight Dach to attend the Alberta Fire Chief's Association 2015 Conference and Trade Show from May 25-27, 2015 in Red Deer.

#### Additional Information

---

**Originated By :** pcorbiere



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[www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)

## Issue Summary Report

### 7.4. GFOA Fundamental Workshop

**#20150304001**

**Meeting :** March 10, 2015

**Meeting Date :** 2015/03/10 10:00

#### Background

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The Government Finance Officers' Association Conference will be held May 24-27 in Edmonton. Registration for the Conference is \$475. This conference is not included in Policy PER-8 for the Assistant CAO, therefore it requires Council approval.

Additional information can be viewed on the website at <https://www.gfoa.ab.ca/events>.

#### Recommendation

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Motion to approve Tim Mahdiuk and the Finance Intern to attend the GFOA Conference from May 24-27, 2015 in Edmonton.

#### Additional Information

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**Originated By :** pcorbiere



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## Issue Summary Report

### 7.5. CAMA Annual Conference

#20150303003

**Meeting :** March 10, 2015

**Meeting Date :** 2015/03/10 10:00

#### Background

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The 44th Annual Canadian Association of Municipal Administrators (CAMA) Conference will be held June 1-3, 2015 in Jasper. This conference rotates across Canada the same as the FCM Conference. This year the CAMA Conference is in Jasper, Alberta and CAO Sheila Kitz is requesting Council's approval to attend.

Registration for the Conference is \$525 for members who are attending for the first time and the membership fee is \$465. Registration for non-members is \$875.

More information about CAMA can be viewed at <http://www.camacam.ca>

#### Alternatives

---

Approve CAO Sheila Kitz to attend the conference as a non-member for \$875.

Approve CAO Sheila Kitz to become a member of CAMA for a one year trial period and attend the conference at the member rate - total cost \$990.

Motion to deny the request for CAO Sheila Kitz to become a member or attend the conference.

#### Recommendation

---

Motion that CAO Sheila Kitz to become a member of the Canadian Association of Municipal Administrators for \$465.

Motion to approve Sheila Kitz to attend the CAMA Conference from June 1 to 3 in Jasper at the first time attendee rate of \$525.

#### Additional Information

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**Originated By :** pcorbiere



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## Issue Summary Report

### 7.6. 2015 Land Leases

#20150305002

**Meeting :** March 10, 2015

**Meeting Date :** 2015/03/10 10:00

#### Background

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The following land leases are being presented for renewal for the year 2015:

SW 16-58-5-W4	Glen Ockerman
W 1/2 NE 24-60-10-W4	Phil Amyotte
NE 33-62-10-W4	Mardell Thompson & Michael Thompson
NE 34-62-10-W4	Mardell Thompson & Michael Thompson
NW 34-62-10-W4	Mardell Thompson & Michael Thompson

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

#### Recommendation

---

Motion to approve the following land leases for renewal for 2015, as per section 61 of the M.G.A.:

SW 16-58-5-W4	Glen Ockerman
W 1/2 NE 24-60-10-W4	Phil Amyotte
NE 33-62-10-W4	Mardell Thompson & Michael Thompson
NE 34-62-10-W4	Mardell Thompson & Michael Thompson
NW 34-62-10-W4	Mardell Thompson & Michael Thompson

#### Additional Information

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**Originated By :** pcorbiere



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## Issue Summary Report

### 7.7. Management Definitions Policy HR-2

**#20150224005**

**Meeting :** March 10, 2015

**Meeting Date :** 2015/03/10 10:00

#### Background

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Policy HR-2 is being presented to Council, as amended, to update which staff members hold management and supervisory roles.

This Policy was brought before the Policy Committee on February 18, 2015.

#### Recommendation

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Motion to approve Policy HR-2 as amended, as it relates to updating which staff members hold management and supervisory roles, as per the recommendations of the Policy Committee.

#### Additional Information

---

**Originated By :** kattanasio



## COUNTY OF ST. PAUL NO. 19

### BALANCING RURAL HERITAGE WITH A DIVERSE ECONOMY

**POLICY OBJECTIVE:**

The County of St. Paul desires to establish standards regarding which employees represent management and supervisory staff.

**POLICY STATEMENT:**

- 1) Senior management shall mean the Chief Administrative Officer and Assistant Chief Administrative Officer.
- 2) Management shall mean the Public Works Superintendent, Public Works Assistant Superintendent, Public Works Supervisor, Safety Officer, Director of Environmental and Emergency Services, Agricultural Fieldman, Assistant Agricultural Fieldman, Director of Legislative and Communication Services, Planning and Development Officer, FCSS Director, and Executive Assistant.
- 3) Supervisory staff shall mean the Parts Manager and Parks Supervisors.
- 4) Non-Supervisory Staff shall mean all other staff as represented on the organizational chart.

COUNTY OF ST. PAUL NO. 19  
DEPARTMENT: HUMAN RESOURCES  
COUNCIL APPROVED: SEPTEMBER 14, 2010  
AMENDED: MARCH 10, 2015



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## Issue Summary Report

### 7.8. Cellular Phones Policy - ADM-6

#20150225001

**Meeting :** March 10, 2015

**Meeting Date :** 2015/03/10 10:00

#### Background

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Policy ADM-6 is being presented to Council as amended, to establish procedures for the use of County-funded cellular phones used for work purposes.

This Policy was brought before the Policy Committee on February 18, 2015.

#### Recommendation

---

Motion to approve Policy ADM-6 as it relates to establishing procedures for the use of County-funded cellular phones used for work purposes, as per the recommendation of the Policy Committee.

#### Additional Information

---

**Originated By :** kattanasio





## 4COUNTY OF ST. PAUL NO. 19

### BALANCING RURAL HERITAGE WITH A DIVERSE ECONOMY

#### **POLICY OBJECTIVE:**

The County of St. Paul desires to establish standards for the use of County-funded cellular phones used for work purposes.

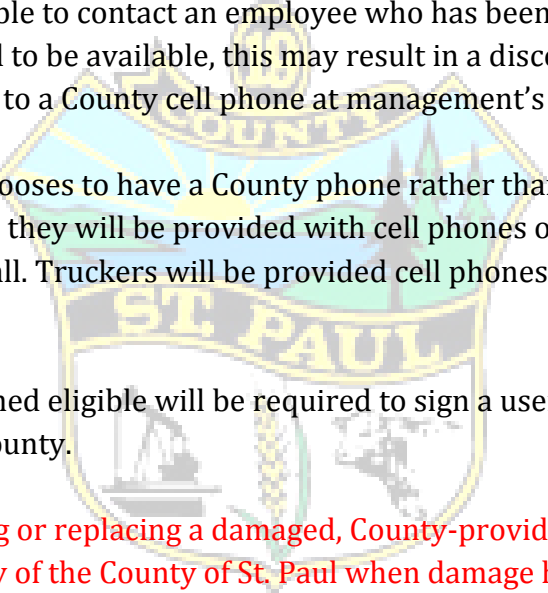
#### **POLICY STATEMENT:**

##### **A) SUPPLY:**

- 1) The Reeve will be supplied with a County cell phone.
- 2) Councillors will be paid a monthly cell phone allowance on their paycheck to compensate for using their own personal phones at a rate determined annually.
- 3) The County shall supply cell phones or provide a cell phone allowance to appropriate staff as determined by the Chief Administrative Officer.

##### **B) GUIDELINES:**

- 1) All management staff deemed appropriate will be provided with a County cell phone appropriate to their position. If the manager chooses to carry a personal phone, they will receive a monthly phone allowance. Personal cell phone numbers cannot be long distance from the County.
- 2) All other County staff deemed necessary to carry a County cell phone will be asked to use their personal cell phone rather than have the County provide them with a cell phone.

- 
- 3) Phone allowances will be set up through payroll as a non-taxable earning and paid each pay period.
  - 4) All cell phones must be Blue Tooth compatible.
  - 5) Staff who may be required to answer their cell phone while operating equipment will be provided with Blue Tooth equipment and shall use that equipment in accordance with Provincial legislation.
  - 6) All Public Works staff who are deemed eligible to carry a County cell phone or receive a phone allowance, must be available for on-call as required. If management is unable to contact an employee who has been deemed eligible and who is expected to be available, this may result in a discontinuation of the allowance or access to a County cell phone at management's discretion.
  - 7) If a staff member chooses to have a County phone rather than use their personal cell phone, they will be provided with cell phones only when they are required to be on-call. Truckers will be provided cell phones only during the winter months.
  - 8) Staff members deemed eligible will be required to sign a user agreement contract with the County.
  - 9) The cost of repairing or replacing a damaged, County-provided cell phone will be the responsibility of the County of St. Paul when damage has occurred during work hours. Any damage should be reported to your immediate supervisor prior to the end of the employee's shift.



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## Issue Summary Report

### 7.9. Statutory and Declared Holidays Policy HR-30

#20150224006

**Meeting :** March 10, 2015

**Meeting Date :** 2015/03/10 10:00

#### Background

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Policy HR-30 is being presented, as amended, to Council to update the holiday benefits provided to employees annually.

The Policy was brought before the Policy Committee on February 18, 2015.

#### Recommendation

---

Motion to approve Policy HR-30 as it related to updating the holiday benefits provided to employees annually, as per the recommendations of the Policy Committee.

#### Additional Information

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**Originated By :** kattanasio



## COUNTY OF ST. PAUL NO. 19

### BALANCING RURAL HERITAGE WITH A DIVERSE ECONOMY

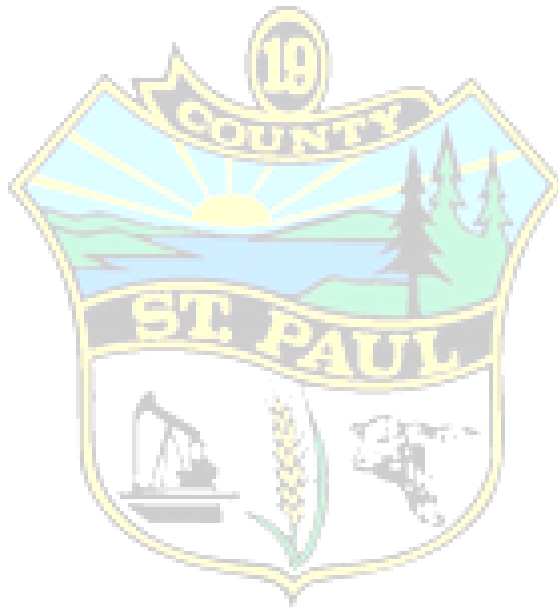
#### **POLICY OBJECTIVE:**

The County of St. Paul wishes to outline holiday benefits offered to employees.

#### **POLICY STATEMENT:**

- 1) The County will observe the following statutory and non-statutory holidays for all staff:
  - a) New Year's Day
  - b) Family Day
  - c) Good Friday
  - d) Easter Monday
  - e) Victoria Day
  - f) Canada Day
  - g) Heritage Day
  - h) Labour Day
  - i) Thanksgiving Day
  - j) Remembrance Day
  - k) Christmas Day
  - l) Boxing Day
- 2) In the event that a statutory holiday except Remembrance Day, falls on a normal rest day or days, then the following normal work day or days shall be deemed the statutory holiday.
- 3) The County Office and Public Works Shop shall be closed at Noon on Christmas Eve. Employees will be given the afternoon off with pay on Christmas Eve.
- 4) The County Office and Public Works Shop will be closed to the public between Christmas Day and New Year's Day. With the exception of the holidays listed in this Policy, the Office and Shop will remain open for regular work duties during this period.

- 5) The County will provide employees with a minimum of four consecutive days off in December including Christmas Day, Boxing Day, and two floater days. The exact dates of this period will be determined annually by Council resolution.
- 6) On days not deemed as floater days, employees will be required to report to work on the remaining days prior to New Year's Day. If employees desire more time off, they will be required to use overtime, holidays, or submit a written request to their immediate supervisor to take the time off without pay. Employees will direct their requests for any additional time off to the Chief Administrative Officer or their designate.
- 7) Any employees who are required to work on a statutory holiday shall be entitled to a day in lieu.



COUNTY OF ST. PAUL NO. 19  
DEPARTMENT: HUMAN RESOURCES  
COUNCIL APPROVAL: SEPTEMBER 14, 2010  
AMENDED: MARCH 10, 2015



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## Issue Summary Report

### 7.10. County Grant Funding for Sports Policy - ADM 51

#20150225007

**Meeting :** March 10, 2015

**Meeting Date :** 2015/03/10 10:00

#### Background

---

Policy ADM-51 is being presented, as amended, to clarify the eligibility rules for County grant funding requests.

This Policy was brought before the Policy Committee on February 18, 2015.

#### Recommendation

---

Motion to approve Policy ADM-51 as it relates to setting the eligibility rules for County grant funding requests as per the recommendation of the Policy Committee.

#### Additional Information

---

**Originated By :** kattanasio



## COUNTY OF ST. PAUL NO. 19

### BALANCING RURAL HERITAGE WITH A DIVERSE ECONOMY

#### POLICY OBJECTIVE:

The County of St. Paul desires to provide support school sport teams, group sport teams, and individuals competing in individual sports representing communities within the County under the following circumstances:

- a) Where a team or individual has qualified at the local level to advance to a provincial, national or international level where travel is required; or
- b) Where a team or individual is hosting a provincial, national, or international competition or event within the County of St. Paul; or

#### POLICY STATEMENT:

##### A) ELIGIBILITY:

- 1) Funding will not be distributed for the purpose of school field trips.
- 2) Funding will not be distributed to individuals who have been selected to play on regional teams outside of the County of St. Paul.
- 3) Funding will not be distributed for teams or individuals choosing to compete in a tournament.
- 4) Funding will be provided to youth under the age of twenty-one (21).

##### B) LEVELS OF FUNDING:

- 1) Teams that have competed at the local level and qualify to advance to a provincial, national, or international level (\$500.00).
- 2) Teams that host provincial, national, or international competitions (\$1000.00).

- 3) Individuals participating in an individual sport that have competed and qualified to advance to a provincial, national, or international competition (\$250.00).
- 4) Organizations hosting a provincial, national, or international event within the County for individual sports or events (\$500.00).
- C) **REQUESTS:**
  - 1) Administration is approved to process payment of grants per this policy provided the request meets the criteria above.
  - 2) All payments issued per this policy will be provided to and ratified by Council in their agenda package.
  - 3) Requests from the community for grant funding that does not specifically meet these criteria will be provided a letter indicating that their request does not comply with County policy, but that gives them the option to appeal the Administrative decision to County Council.
  - 4) Requests exceeding budgeted amounts for the fiscal year that meet the policy criteria will be brought to Council for ratification.
  - 5) County Council will not consider any requests outside the scope of this Policy for any other extra-curricular activities or for anyone over the age of twenty-one (21).





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## Issue Summary Report

### 7.11. Stoney Lake and Siler Creek Beaver Dam Removal Policy - ASB-89

#20150225002

**Meeting :** March 10, 2015

**Meeting Date :** 2015/03/10 10:00

#### Background

---

Policy ASB-89 is being presented to Council for rescission. This Policy was originally passed as a temporary response to managing beaver issues. Since this time, the County has passed two policies related to beaver control on public land and beaver control on private land. As a result, administration feels that this policy specifying a particular location is unnecessary and wishes to ensure consistency in our approach to beaver issues.

This Policy was brought before the Policy Committee on February 18, 2015.

#### Recommendation

---

Motion to rescind Policy ASB-89 as it relates to the management of beaver control issues in the Siler Creek and Stoney Lake area as per the recommendations of the Policy Committee.

#### Additional Information

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**Originated By :** kattanasio

## COUNTY OF ST. PAUL #19

**Policy Number**

**ASB-89**

**Title**

**Beaver Dam**

**Page 1 of 2**

**Date Approved**

**June 10, 2013**

### **Policy:**

#### **Stoney Lake and Siler Creek Dam Removal Policy**

This policy is for any dam blown or removed on Siler Creek from the source of the creek at Stoney Lake to its mouth at the North Saskatchewan River.

If there is a complaint about a beaver dam on Siler Creek the County of St. Paul will assess the situation and see if there is problem with a dam. Other solutions to dam removal will be contemplated.

If it is deemed the dam must be removed it will be subject to an environmental review through a qualified company such as EnviroMak (18331 105 Ave Edmonton, Alberta T5S 2K9).

The company will decide what and if any action can be taken. The company will send out the notice to the Department of Fisheries and Oceans(DFO). The company will also decide if it is necessary to take readings on the amount of silt in the water for Alberta Environment. The company will also decide on the best time of year and whether a controlled release is necessary or a complete removal. If it is necessary a representative from the company, DFO or Alberta Environment may be present for the removal.

Easements will be obtained to enter any land needed to remove the dam as well as an agreement by the landowner to pay any applicable blasting fee to the County of St. Paul.

**COUNTY OF ST. PAUL NO. 19****Beaver Dam****Date Approved****Page 2 of 2****Policy Number ASB-89**

Any landowner downstream of the dam to be removed will be contacted with the date and time of the proposed removal at least 1 week prior to the removal. This contact will be done with a telephone call or in person. This will allow time for the affected landowners to contact the County with any concerns.

Every Effort will be taken to ensure every effected party is in agreement with the dam removal. Efforts will be taken to minimize damage or erosion caused downstream of any dam removal.

The dam removal or other measures taken will be monitored by the County to review its effectiveness for any subsequent problems on the creek.

	<b>DATE</b>
<b>APPROVED BY COUNCIL</b>	<b>June 10, 2013</b>
<b>AMENDED</b>	
<b>AMENDED</b>	



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## Issue Summary Report

### 7.12. Mechanics' Allowance Policy PW-100

#20150225003

**Meeting :** March 10, 2015

**Meeting Date :** 2015/03/10 10:00

#### Background

---

Policy PW-100 is being presented to Council, as amended, to establish procedures for the provision of a mechanics' allowance.

This Policy was brought before the Policy Committee on February 18, 2015.

#### Recommendation

---

Motion to approve Policy PW-100 as amended, as it relates to establishing procedures for the provision of a mechanics' allowance, as per the recommendations of the Policy Committee.

#### Additional Information

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**Originated By :** kattanasio



## COUNTY OF ST. PAUL NO. 19

### BALANCING RURAL HERITAGE WITH A DIVERSE ECONOMY

#### **POLICY OBJECTIVE:**

The County of St. Paul wishes to provide its employees with financial assistance to obtain the best resources to carry out their duties. Certain Public Works employees require the incumbents to possess a full set of automotive mechanic hand tools with a suitable lock box and/or a pair of suitable work boots. The County wishes to implement a tool and a boot allowance for the purposes of augmenting Public Work Department toolkits and ensuring the safety of our employees.

#### **POLICY STATEMENT:**

##### **A) EMPLOYEE ELIGIBILITY:**

- 1) Prior to the end of each fiscal year, the Superintendent of Public Works will determine and notify those employees in mechanic positions who meet the eligibility criteria listed below for a mechanics' allowance.
- 2) Employees who perform full-time mechanic duties for at least six of the preceding twelve months may be granted a mechanics' allowance
- 3) Employees on Workers' Compensation, alternative work assignment, light duty, or leave of absence for more than six months of the preceding twelve months are not eligible for the mechanics' allowance.
- 4) An employee receiving a mechanic's allowance from the County of St. Paul must remain with the County for six months following any use of the allowance. If an employee terminates their employment prior to the six month period, any tool allowance used will be deducted from the employee's final pay cheque.
- 5) Regular part-time and temporary employees are not eligible for a mechanics' allowance.



***B) PAYMENT OF ALLOWANCE:***

- 1) The mechanic's allowance is up to \$1300 per fiscal year which runs from January 1 to December 31.
- 2) Employees who meet the eligibility requirements may purchase tools at their discretion. Following the purchase, a voucher must be submitted, with the receipt(s) attached, to the Superintendent of Public Works or their designate.
- 3) A mechanics' allowance is considered as taxable for the purposes of retirement benefits calculations, federal and provincial income tax, and other withholdings and contributions based on gross wages paid.
- 4) A mechanics' allowance is not incorporated in hourly or bases wages for the purposes of calculating salary increases, overtime, benefits coverage, or any other benefit other than those based on gross wages paid.
- 5) As per Canadian Revenue Agency requirements, an earnings code will be established and will be reimbursed through payroll. Employees will be reimbursed for their purchases following the submission of receipts. The amount of reimbursement for the allowance will be included in Box 40 of all T4 forms as well as included in Box 14 indicating gross wages. Any Goods and Services Tax on a purchase will be reimbursed, but will not be reported on T4s.

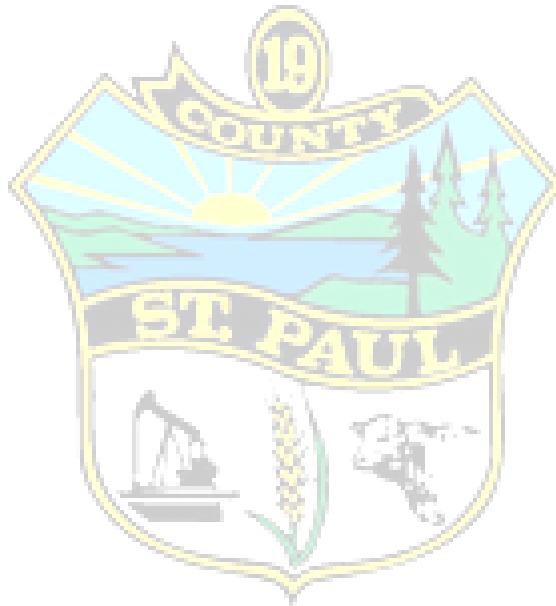
***C) TOOL ELIGIBILITY:***

- 1) Any hand tools for the purposes of carrying out an employee's day-to-day duties shall be eligible.
- 2) Any personal protective equipment directly related to carrying out an employee's day-to-day duties shall be eligible including:
  - Gloves
  - Eyewear
  - Headwear
  - Clothing/Garments
  - Hearing Protection
  - Boots

3) If an employee wants to purchase a tool or other object that they are unsure meets the eligibility requirements, they may request in writing to the Superintendent of Public Works or their designee, approval to make the purchase.

**D) OWNERSHIP:**

- 1) All mechanics are responsible for supplying their own tools. It is understood that employees share tools while carrying out their duties and that some of these tools will lose their usefulness over time. Any tools or equipment purchased using the mechanic's allowance will belong to the employee who submitted the voucher and receipts for that item in question.



COUNTY OF ST. PAUL NO. 19  
DEPARTMENT: PUBLIC WORKS  
COUNCIL APPROVAL: APRIL 8, 2014  
AMENDED: MARCH 10, 2015



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## Issue Summary Report

### 7.13. Retirement Policy - ADM-105

#20150225004

**Meeting :** March 10, 2015

**Meeting Date :** 2015/03/10 10:00

#### Background

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Policy ADM-105 is being presented to Council to establish procedures for employees to notify senior management of their intentions to retire allowing senior management to have ample time to develop strategies to fill key positions.

This Policy was brought before the Policy Committee on February 18, 2015.

#### Recommendation

---

Motion to approve ADM-105 as it relates to establishing procedures for employees to notify senior management of their intentions to retire, as per the recommendation of the Policy Committee.

#### Additional Information

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**Originated By :** kattanasio



## COUNTY OF ST. PAUL NO. 19

### BALANCING RURAL HERITAGE WITH A DIVERSE ECONOMY

#### **POLICY OBJECTIVE:**

The County of St. Paul desires to work with retiring employees to prepare for staff departures by identifying and developing strategies to fill key positions.

#### **POLICY STATEMENT:**

##### **A) NOTIFICATION**

- 1) Once an employee has decided to retire, they must provide a signed letter providing six (6) months notice to the Chief Administrative Officer or their designate indicating the day of retirement.
- 2) Employees who are eligible for retirement may schedule their accrued holidays up to and including their actual date of retirement.



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## Issue Summary Report

### 7.14. Do Not Spray Policy ASB-106

#20150225005

**Meeting :** March 10, 2015

**Meeting Date :** 2015/03/10 10:00

#### Background

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Policy ASB-106 is being presented to Council to establish procedures for the County's Do Not Spray Program.

The Policy was brought before the Policy Committee on February 18, 2015.

#### Recommendation

---

Motion to approve Policy ASB-106, as it relates to establishing procedures for the County's Do Not Spray Program as per the recommendation of the Policy Committee.

#### Additional Information

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**Originated By :** kattanasio





## COUNTY OF ST. PAUL NO. 19

### BALANCING RURAL HERITAGE WITH A DIVERSE ECONOMY

#### POLICY OBJECTIVE:

The County of St. Paul No. 19 desires to control prohibited noxious, noxious, brush and other bushy weeds in collaboration with residents who engage in organic production or who desire to enter into a Do Not Spray Agreement with the County.

#### POLICY STATEMENT:

##### **A) Road Side Spraying – Do Not Spray Agreement**

1. The County of St. Paul will advertise the “Do Not Spray” program, prior to the beginning of the spraying season.
2. Owners or occupants can enter into agreements with the County to ensure that no spraying occurs adjacent to their property. This agreement must be signed before April 30 of every year to ensure no spraying is done by the property.
3. The owner or occupant will be assigned the duty of maintaining the portion of the roadway that lies between the boundary of their property and the centerline of the road allowance, free from all prohibited noxious, noxious, brush and bushy weeds.
4. The owner or occupant agrees that if any prohibited noxious, noxious, brush, or bushy weeds persists within the County right-of-way and are determined by the Agricultural Fieldman or their designate to be unacceptable, then the owner or occupant of the adjacent “No Spray” area may be notified by the County of St. Paul that they shall have a set period of time in which to control the weeds in a manner acceptable to the Agricultural Fieldman or their designee, failing which, the County may take whatever steps it deems appropriate to control these weeds, which may include herbicide application. The area may be sprayed without notification if the weed or brush problem is deemed to be a severe problem.

5. The owner or occupant understands that the municipal right-of-ways shall not be used as buffer zones for sensitive area(s) or vegetation or any kind of organic certification/setbacks.
6. A minimum of two signs per property are required. The signs will be placed at the start of the property not to be sprayed and at the end of the property. The County will provide the signs to be posted at no charge to the resident. The owner or occupant is responsible to repair, replace, and display the signs in a visible location from the roadway in collaboration with the Agricultural Services Department.
7. "No Spray" signs must be displayed adjacent to the requested "No Spray" area or located at the corners of the property on the property line adjacent to the County roadway (approximately twenty (20) feet in from neighbouring properties). "No Spray" signs must be fixed to a separate post at a height of no less than three (3) feet and no more than six (6) feet off the ground in an area visible from the road and facing oncoming road traffic.
8. It is the responsibility of the owner or occupant to ensure clear visibility of the signs from the road during the months of May through October and further, to inform the County of St. Paul Agricultural Services Department annually of their intentions regarding continued participation prior to April 30, or at any time that there is a change in property ownership or occupancy.
9. The County will advertise the Do Not Spray Program annually in local newspapers.



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## Issue Summary Report

### 7.15. Cancellation of Penalties or Interest Policy ADM-107

#20150225006

**Meeting :** March 10, 2015

**Meeting Date :** 2015/03/10 10:00

#### Background

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Policy ADM-107 is being presented to Council to establish guidelines for when a cancellation of penalties or interest can be approved by administration and when Council approval is required.

This Policy was brought before the Policy Committee on February 18, 2015.

#### Recommendation

---

Motion to approve Policy ADM-107 as it relates to the establishment of guidelines for cancelling penalties or interest as per the recommendations of the Policy Committee.

#### Additional Information

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**Originated By :** kattanasio



## COUNTY OF ST. PAUL NO. 19

### BALANCING RURAL HERITAGE WITH A DIVERSE ECONOMY

#### POLICY OBJECTIVE:

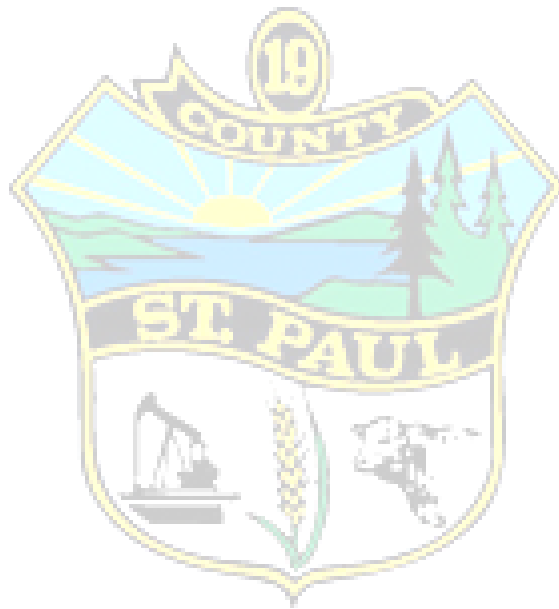
The County of St. Paul desires to provide guidelines for when a waiver or cancellation of penalties or interest will be permitted.

#### POLICY STATEMENT:

- 1) The following factors will be considered when determining whether or not to waive or cancel penalties or interest:
  - a) Whether or not the resident has a satisfactory history of voluntary compliance with payment obligations;
  - b) Whether or not the resident has knowingly allowed a balance or obligation to exist upon
  - c) Whether or not the resident has acted quickly to remedy the delay or omission in compliance
- 2) Generally, a waiver or cancellation of penalties or interest will not be considered due to delays in the postal system. However, a waiver or cancellation of penalties or interest may be granted if a resident's payment is already being processed in the postal system and has been postmarked or bank-stamped prior to the payment due date.
- 3) Penalties or interest assessed against a taxpayer may be waived or cancelled by County Administration where the assessment is primarily caused by any of the following administrative errors or delays such as:
  - a) A delay in processing returns that results in a lengthy delay in informing the resident of amounts owing;..
  - b) Incorrect information provided to the resident; or
  - c) An error in materials prepared and distributed by County Administration to the general public

The resident must be able to substantiate that the penalty or interest liability caused by, or is largely attributable to the County's administration.

- 4) Penalties or interest not meeting any of the above criteria may be waived under extraordinary circumstances. Residents may make a request to County Council to waive the penalties or interest.



COUNTY OF ST. PAUL NO. 19  
SECTION: ADMINISTRATION  
COUNCIL APPROVAL: MARCH 10, 2015





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

## Issue Summary Report

### 7.16. Bylaw 2015-03 - Noise Bylaw

**#20150225008**

**Meeting :** March 10, 2015

**Meeting Date :** 2015/03/10 10:00

#### Background

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Bylaw 2015-03 is being presented to Council to establish standards for noise control in the County of St. Paul No. 19.

Following a noise complaint at the November Council meeting, Council instructed administration to review the current Noise Bylaw.

This Bylaw was brought before the Policy Committee on February 18, 2015.

#### Recommendation

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Motion to give first reading to Bylaw 2015-03, which is a Bylaw to provide for the control and regulation of noise in the County of St. Paul.

Motion to give second reading to Bylaw 2015-03.

Motion to present Bylaw 2015-03 at this meeting for third reading.

Motion to give third reading to Bylaw 2015-03.

#### Additional Information

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**Originated By :** kattanasio

**COUNTY OF ST. PAUL NO. 19**  
**NOISE CONTROL BYLAW**  
**BYLAW NO. 2015-03**

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A Bylaw of the County of St. Paul No. 19, in the Province of Alberta, to control certain activities creating noise and to prohibit excessive noise.

---

WHEREAS, the *Municipal Government Act*, R.S.A. 2000, c. M-26, as amended, provides that the Council of a municipality may pass Bylaws respecting the safety, health and welfare of people and the protection of people and property, respecting people, activities and things in, or near a public place that is open to the public, and respecting nuisances;

AND WHEREAS the *Traffic Safety Act*, R.S.A. 2000, c. T-6, as amended, provides that that the Council of a municipality may make bylaws defining what constitutes objectionable Noise, devising a system or method of determining or measuring that Noise, and prohibiting the operation of Motor Vehicles that make objectionable Noise.

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

**SECTION 1 – NAME OF BYLAW**

- 1.1 This Bylaw may be cited as the “Noise Control Bylaw.”

**SECTION 2 - DEFINITIONS**

- 2.1 “Agricultural Operation” means
- a) The planting, growing and sale of trees, shrubs or sod;
  - b) The raising, production or protection of crops, livestock, fish, or poultry;
  - or
  - c) Beekeeping;
- 2.2 “Bylaw Enforcement Officer” means
- a) Any member of the Royal Canadian Mounted Police
  - b) Any Community Peace Officer
  - c) The Chief Administrative Officer of the County of St. Paul No. 19 or any person designated by the Chief Administrative Officer to enter and inspect property in accordance with the provisions of this Bylaw;

## Appendix 1 for 7.16.: Noise Bylaw

- 2.3 “Construction Equipment” includes any tool, device, or machine of a noisy nature used primarily for construction or manufacturing;
- 2.4 “Council” means the Council for the County of St. Paul No. 19;
- 2.5 “County” means the County of St. Paul No. 19;
- 2.6 “Domestic Equipment” means any implement or equipment used in the normal maintenance of a residential property including lawnmowers, snow blowers, garden tillers, vacuum cleaners, electric tools, or similar implements.
- 2.7 “Farm Implement” means any implement, equipment, engine, motor, machine, combine, vehicle or attachment used or intended for use in Agricultural Operation;
- 2.8 “Hamlet” means any area designated as a Hamlet by ministerial order;
- 2.9 “Holiday” means any day declared as such by a municipal, provincial, or federal authority;
- 2.10 “Motor Vehicle” is any means of transportation by which a person or thing is transported or drawn upon land and which is propelled by power other than muscular power;
- 2.11 “Noise” means any sound that in the opinion of a Bylaw Enforcement Officer, having regard for all circumstances, including the time of day and the nature of the activity generating the sound, is likely to and is reported as such that it annoys or disturbs a person(s), or which injures, endangers, or detracts from the comfort, health, peace and safety of a person within the boundaries of the County.
- 2.12 “Night” means:
- a) the period of time between ten o’clock in the evening and six o’clock in the morning the following day on a Weekday;
  - b) the period of time between eleven o’clock in the evening and seven o’clock in the morning the following day of a Weekend or Holiday.
- 2.13 “Violation Tag” means a tag or similar document issued by the County pursuant to the *Municipal Government Act*, R.S.A. 2000, c. M-26 as amended.

2.14 “Violation Ticket” means a ticket or similar document issued by the County pursuant to Part II of the *Provincial Offences Procedures Act*, R.S.A. 2000, c. P-34, as amended and regulations thereunder;

2.15 “Weekend” means both Saturday and Sunday.

### **SECTION 3 – GENERAL PROHIBITIONS**

3.1 Except to the extent it is permitted by this Bylaw, no person shall:

- a) Cause Noise within the County; or
- b) Operate or permit any other person to operate a Motor Vehicle which causes Noise.

3.2 No person shall allow property they own to be used in such a way as there is Noise originating from the property.

3.3 Where an activity which is not specifically prohibited or restricted by any legislation of Canada or Alberta or by this Bylaw, but involves making a sound that will or may become a disturbance or annoyance to other people or a danger to the comfort, health, peace or safety of others, the activity shall be carried out in a manner aimed to create as little Noise as practicable.

3.4 Any Bylaw Enforcement Officer may direct any person(s) who has caused or made Noise, or any person who owns or controls property from which the Noise has originated, to abate or eliminate the Noise. Such a direction may be either verbal or written.

### **SECTION 4 – MOTOR VEHICLE NOISE**

4.1 The failure of a person within the County to comply with the following provisions of the *Traffic Safety Act*, R.S.A. 2000, c. T-6, as amended and Regulations thereof constitutes a violation of this Bylaw in addition to and not in substitution for the offence under the *Traffic Safety Act*, R.S.A. 2000, c. T-6, as amended:

- a) The prohibition against the use of signaling devices such as a horn or bell on Motor Vehicles so as to make more Noise than is reasonably necessary for the purpose of giving notice or warning other persons on the roadway, as set out in subsection (2) of Section 83 of the *Use of Highway and Rules of the Road Regulation*;
- b) The restrictions on the type or use of mufflers and similar equipment on Motor Vehicles, as set out in Section 61(1) of the *Vehicle Equipment Regulation*;

c) The prohibition against equipping a Motor Vehicle with a siren, as set out in Section 74 of the *Vehicle Equipment Regulation*;

- 4.2 A person who operates a Motor Vehicle in a Hamlet or at any time in such a way as to cause Noise is guilty of an offence under this Bylaw in addition to and not in substitution for any offence of which the person may be guilty under Section 13(1)(g)(iii) of the *Traffic Safety Act*, R.S.A. 2000, c.T-6, as amended.

## **SECTION 5 – COMMERCIAL AND INDUSTRIAL NOISE**

- 5.1 Persons owning or controlling Construction Equipment and persons owning or controlling land on which the Construction Equipment is being operated shall be exempt from the provisions of this Bylaw if:
- a) The Noise is generated pursuant to work done in the normal manner of that industry;
  - b) The Noise is not generated at Night;
  - c) All necessary federal, provincial, and municipal permits, licenses, and approvals have been obtained and the work is not contrary to any federal, provincial, or municipal laws or regulations.

## **SECTION 6 – DOMESTIC NOISE**

- 6.1 A person must not generate objectionable Noise during the Night time hours when within a Hamlet.

## **SECTION 7 – NON-APPLICATION OF BYLAW**

- 7.1 The County Administration may, upon written request, issue a permit to a person for the purpose of suspending the provisions of this Bylaw, and the permit shall specify the dates and hours during which Noise may occur.
- 7.2 This Bylaw does not apply:
- a) to the performance of work by any person(s) for the purpose of carrying out an Agricultural Operation including the operation of a Farm Implement;
  - b) to work carried out by the County or its agents, contractors, servants, employees, acting within the scope of their responsibilities.
  - c) to the work carried out by persons owning or operating Domestic Equipment permitted that:
    - (i) the Noise is temporary or intermittent in nature;
    - (ii) the Domestic Equipment is properly maintained and operated in a normal manner for that type of equipment; and
    - (iii) the Noise does not occur at Night.

## **SECTION 8 – AUTHORIZATION TO INSPECT**

- 8.1 A Bylaw Enforcement Officer may enter any land, building, or premises to inspect for conditions that may constitute a contravention of this Bylaw in accordance with Section 542 of the *Municipal Government Act*, R.S.A. 2000, c. M-26.

## **SECTION 9 - OFFENCES**

- 9.1 Any person who contravenes any provision of this Bylaw, is guilty of an offence.
- 9.2 The schedule of fees and charges to be charged by the County pursuant to this Bylaw shall be set out in the County's Fee Schedule Bylaw. The fees and charges set out in the Fee Schedule Bylaw are determined from time to time by resolution of Council.
- 9.3 Each occurrence of a contravention of this Bylaw, or in the case of continuous contraventions, each day a contravention occurs or continues, constitutes a separate offence and may be punished separately.

## **SECTION 10 – VIOLATION TAGS AND TICKETS**

- 10.1 A Bylaw Enforcement Officer is authorized and empowered to issue a Violation Tag to any person who the Bylaw Enforcement Officer has reasonable and probable grounds to believe has contravened any provision of this Bylaw.
- 10.2 A Violation Tag may be issued:
- a) personally, or
  - b) by mailing a copy of the Violation Tag to the person at their last known mailing address.
- 10.3 The Violation Tag shall state:
- a) the name of the person; and
  - b) the offence; and
  - c) the appropriate penalty for the offence as set out in this Bylaw;
  - d) that the penalty shall be paid within thirty (30) days of the issuance of the Violation Tag;
  - e) any other information as may be required by the Bylaw Enforcement Officer.
- 10.4 Where a Violation Tag is issued pursuant to this Bylaw, the person to whom the Violation Tag is issued may, in lieu of being prosecuted for the offence, pay to the County, the penalty specified on the Violation Tag.



- 10.5 If the penalty specified on a Violation Tag is not paid within the prescribed time period then a Bylaw Enforcement Officer is authorized and empowered to issue a Violation Ticket pursuant to Part II of the *Provincial Offences Procedures Act*, S.A. 1988, c. P-21.5.
- 10.6 If the penalty specified on the Violation Tag is not paid within the prescribed time period then a Bylaw Enforcement Officer is hereby authorized and empowered to issue a Violation Ticket pursuant to Part II of the *Provincial Offences Procedure Act*, S.A. 2000, c. P-34 as amended from time to time.
- 10.7 Notwithstanding anything in this Bylaw, a Bylaw Enforcement Officer is hereby authorized and empowered to immediately issue a Violation Ticket pursuant to the *Provincial Offences Procedure Act*, S.A. 2000, c. P-34 as amended from time to time, to any person who the Bylaw Enforcement Officer has reasonable grounds to believe has contravened any provision of this Bylaw.

#### **SECTION 1 - SEVERABILITY**

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

#### **SECTION 12 - RESCISSION**

- 12.1 Bylaw No. 1275 is hereby rescinded.

#### **SECTION 13 – EFFECTIVE DATE**

- 13.1 This Bylaw shall come into effect upon third and final reading.

Read a first time in Council this 10th day of March, A.D. 2015.

Read a second time in Council this 10th day of March, A.D. 2015.

Read a third time in Council this 10th day of March, A.D. 2015.

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Reeve

---

Chief Administrative Officer



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

## Issue Summary Report

### 7.17. Bylaw No. 2015-05 - Amend LUB - Wording Change

#20150305009

Meeting : March 10, 2015

Meeting Date : 2015/03/10 10:00

#### Background

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At the January meeting, Council defeated Bylaw No. 2014-40 which was an amendment to Land Use Bylaw 2013-50 as Council was concerned with how restricting the amendment to Part 7 was and wanted the opportunity to revisit it. Administration reviewed the proposed amendment to Part 7 and decided to leave the wording the way it currently is in the Land Use Bylaw, which states that storage tanks for Combustive/Flammable Liquids over 230 litres in size must be placed underground in the Country Residential and General Urban Districts if the proposed tank is to be located close to residential uses. Anyone applying for a storage tank over 230 litres will be required to conform to guidelines prescribed by the Petroleum Tank Management Association of Alberta.

Section 1.3 - Definitions and Section 8.4(1)(e)(iii) were not part of the amendment previously presented to Council.

The proposed amendments to the Land Use Bylaw are as follows:

#### **Part 1- Introductions**

##### **Section 1.3 Definitions**

(87) "park model" means a recreational vehicle conforming to CAN-CSA Series Z241.

(95) "recreation vehicle" means a vehicular type unit primarily designed as temporary living quarters for recreational camping or travel use, which either has its own means of transportation or is mounted or drawn by another vehicle. The base entities are travel trailer, camping trailer, truck camper, fifth wheel, park model and motor home.

#### **Part 2 – General Administrative Procedures**

##### **Section 2.3 – Development Not Requiring a Development Permit**

(16) Temporary accessory buildings may be exempted from regulations specified in this Land Use Bylaw at the sole discretion of the Development Authority.

#### **Part 5 – Bylaw Amendment Process**

##### **Section 5.1 – Application for Amendment**

(7) When an application for amendment has been defeated by Council, re-application shall not occur for that parcel of land for at least 6 months. Council may waive this waiting period by resolution.

## Part 7 – Land Use Provisions

### Section 7.30 - SEWAGE HOLDING TANKS

1. On all parcels fronting onto **named** lakes, only self-contained sewage systems will be permitted to be installed or replaced. Self-contained Sewage Systems include, connection to a municipal system, municipal/private co-op systems and private sewage holding tanks that are constructed of reinforced pre-cast concrete and meet applicable/relevant CAN/CSA standards, but do not include non-concrete self contained sewage holding tanks, disposal fields, treatment mounds, pit privies, or any other approved system for the disposal of sewage or waste water on a parcel of land which results in the disposal of sewage and/or waste water into the ground.

## Part 8 – Land Use Districts – Uses and Regulations

### Section 8.2 – Agriculture (A) District

1. – Discretionary Uses:

**u. Stockpiling of Aggregate for Sale**

### Section 8.4 – Country Residential One

1. – Regulations:

**e. Recreational Vehicles**

iii. If a recreational vehicle is developed so as to become a part of a building, such as by the removal of its wheels or the addition of a building or structure onto it which encloses or immobilizes the recreational vehicle, the recreational vehicle will then be regarded as dwelling unit.

### Section 8.7 – Industrial/Commercial (IC) District

- (3) – Discretionary Uses:

**s. Stockpiling of Aggregate for Sale**

## Recommendation

---

Motion to give first reading to Bylaw No. 2015-05, which is a Bylaw to amend Land Use Bylaw No. 2013-50.

## Additional Information

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**Originated By :** pcorbiere

COUNTY OF ST. PAUL NO. 19

BY-LAW NO. 2015-05

A By-law to amend Land Use Bylaw No. 2013-50 of the County of St. Paul No. 19, in the Province of Alberta.

**WHEREAS** the Municipal Government Act, R.S.A. 2000, as amended ("the Act") allows Municipal Council to establish and amend its Land Use Bylaw;

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

- 1. The Land Use Bylaw of the County of St. Paul No. 19, Bylaw No. 2013-50, is hereby amended as follows:

**Part 1- Introductions**

Section 1.3 Definitions

- (87) "park model" means a recreational vehicle conforming to CAN-CSA Series Z241.
- (95) "recreation vehicle" means a vehicular type unit primarily designed as temporary living quarters for recreational camping or travel use, which either has its own means of transportation or is mounted or drawn by another vehicle. The base entities are travel trailer, camping trailer, truck camper, fifth wheel, park model and motor home.

**Part 2 – General Administrative Procedures**

Section 2.3 – Development Not Requiring a Development Permit

- (16) Temporary accessory buildings may be exempted from regulations specified in this Land Use Bylaw at the sole discretion of the Development Authority.

**Part 5 – Bylaw Amendment Process**

Section 5.1 – Application for Amendment

- (7) When an application for amendment has been defeated by Council, re-application shall not occur for that parcel of land for at least 6 months. Council may waive this waiting period by resolution.

**Part 7 – Land Use Provisions**

Section 7.30 - SEWAGE HOLDING TANKS

- (1) On all parcels fronting onto named lakes, only self-contained sewage systems will be permitted to be installed or replaced. Self-contained Sewage Systems include, connection to a municipal system, municipal/private co-op systems and private sewage holding tanks that are constructed of reinforced pre-cast concrete and meet applicable/relevant CAN/CSA standards, but do not include non-concrete self contained sewage holding tanks, disposal fields, treatment mounds, pit privies, or any other approved system for the disposal of sewage or waste water on a parcel of land which results in the disposal of sewage and/or waste water into the ground.

**Part 8 – Land Use Districts – Uses and Regulations**

Section 8.2 – Agriculture (A) District

- (3) Discretionary Uses:
  - u. Stockpiling of Aggregate for Sale

Section 8.4 – Country Residential One

- (4) Regulations:
  - e. Recreational Vehicles
    - iii. If a recreational vehicle is developed so as to become a part of a building, such as by the removal of its wheels or the addition of a building or structure onto it which encloses or immobilizes the recreational vehicle, the recreational vehicle will then be regarded as dwelling unit.

Section 8.7 – Industrial/Commercial (IC) District

- (3) Discretionary Uses:
  - s. Stockpiling of Aggregate for Sale

Read a first time in Council this 10<sup>th</sup> day of March, A.D. 2015.

Advertised the            day of            , A.D. 2015 and the    day of            ,  
A.D. 2015 in the St. Paul Journal and Elk Point Review.

Read a second time in Council this    day of            , A.D. 2015.

Read a third time in Council this    day of            , A.D. 2015.

\_\_\_\_\_  
Reeve

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



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

## Issue Summary Report

### 7.18. Bylaw No. 2015-06 - Amend Municipal Development Plan 2013-51

#20150305010

**Meeting :** March 10, 2015

**Meeting Date :** 2015/03/10 10:00

#### Background

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Proposed amendments to the Municipal Development Plan are outlined in red. These amendments are clean-up as the Municipal Development Plan and the Land Use Bylaw were conflicting. Some information was included in both bylaws but should only have been in the Land Use Bylaw, so it is being removed from the MDP. Other information should have been included in the MDP as well and the LUB in order to align with the Municipal Government Act, but it was not.

#### Recommendation

---

Motion to give first reading to Bylaw No. 2015-06, which is an amendment to Municipal Development Plan No. 2013-51.

#### Additional Information

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**Originated By :** pcorbiere



# *Bylaw 2013-51*

## *Municipal Development Plan*



The County  
of  
ST. PAUL NO. 19



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## PART 1 - INTRODUCTION

### 1.1 TITLE AND AUTHORITY

This document constitutes the Municipal Development Plan for the County of St. Paul No. 19, and has been prepared in accordance with Section 632 of the Municipal Government Act.

### 1.2 SCOPE

The policies of this Plan shall apply to all lands within the limits of the County of St. Paul No. 19 and no development shall be carried out that is contrary to the Plan policies.

### 1.3 PURPOSE

This Plan outlines how and where land can be developed in the County. It is required by the Government of Alberta under the Municipal Government Act and must address:

- (1) Future land use and growth areas of the County;
- (2) The process of how land is developed;
- (3) The transportation network within the County; and
- (4) The delivery of municipal services.

### 1.4 IMPLEMENTATION OF THE MUNICIPAL DEVELOPMENT PLAN

The policies stated within the Municipal Development Plan are implemented by Council through the adoption of the Land Use Bylaw:

*The Municipal Development Plan comprises objectives, policies and guidelines. Objectives are goals which the County wants to achieve. Policies are statements which determine how decisions will be made in the future, that is, policies express current positions on future decisions. There are three kinds of policies in the Municipal Development Plan: regulatory policies, implementation policies and advocacy policies.*

*Regulatory policies deal with the control and management of land and resource use over which a municipality has direct jurisdiction. Implementation policies identify specific actions needed to achieve objectives desired by a municipality. Advocacy policies express the position of a municipality on matters which are beyond its direct jurisdiction, but which may affect its operations. Policies may be expressed in broad, general terms, or they may be quite detailed and specific to address the particular circumstances and issues being considered. Guidelines are an outline of policy by government or other agencies. Guidelines are not legislated but have been adopted by the governing/generating agency.*

### 1.5 LAND USE GOALS

The land use goal of the County of St. Paul No. 19 is:

- a) To encourage environmentally sound, sustainable agricultural and other forms of economic development, especially rural-based economic development such as oil and gas utilization; and
- b) To encourage environmentally sound and sensitive recreational and lake-oriented country residential development,
- c) While conserving and enhancing the County's agricultural land base, and
- d) While limiting the obligation of the County to establish or expand communal water supply and sewage disposal services beyond what already exists.

The County will provide leadership and direction in the following areas:

1. Conservation of agricultural land and encouragement of diversity and growth in the agricultural and agricultural service areas;
2. Encouragement of environmentally sound development, and economic diversification resulting from that land use.
3. Encouragement of environmentally sound country residential development which will not put a strain on the County's services; and
4. Provision of the infrastructure necessary to encourage sustainable, environmentally sound economic development.

### 1.6 DEFINITIONS

For the purposes of this Municipal Development Plan:

- (1) **"agricultural land"** means the land upon which an agricultural operation operates;
- (2) **"agricultural operation"** means an agricultural operation as defined in the Agricultural Operation Practices Act, but does not include a confined feeding operation;
- (3) **"agricultural service centre"** means a business which provides non-industrial, agriculturally-oriented services to the rural community;
- (4) **"business park"** means a comprehensively planned subdivision developed for the establishment of commercial and industrial uses in accordance with Municipal requirements;
- (5) **"community areas"** are areas surrounding unincorporated centres that are primarily residential communities which provide important social and commercial functions to the rural community;

- (6) **"country residential development"** means the use of a relatively small lot, principally as a site for a single detached dwelling or manufactured home, where permitted on agricultural land and in respect of which the Land Use Bylaw may allow other accessory uses of the dwelling or the lot to be made;
- (7) **"hazard lands"** are lands that are subject to flooding or are in the opinion of the Development Authority to be unstable such as eroded shorelines or unstable slopes. These lands are also referenced as environmental reserves;
- (8) **"multi-lot residential subdivision"** means more than four (4) lots within a quarter section;
- (9) **"natural resource extraction and processing"** means oil and gas facilities, sand and gravel operations and logging operations;
- (10) **"urban fringe"** shall mean those lands surrounding a Town that will be protected for its future growth;



## PART 2 – OBJECTIVES AND POLICIES

### 2.1 AGRICULTURE

#### Objectives

1. To ensure that agriculture remains an integral and viable component of the regional economy by maintaining a significant agricultural land base; and
2. To minimize conflicts between agricultural land and non-agricultural land users.

#### Policies

1. All lands in the County are deemed to be agricultural land, unless they have been designated by bylaw for other uses.
2. The County recognizes the right to farm and encourages agricultural operations in all areas of the County.
- ~~3. Farmstead subdivisions (as defined in the Land Use Bylaw) may be a maximum of 8 ha (20 acres) where possible, to accommodate existing farm buildings and other improvements as defined in the Land Use Bylaw. The maximum parcel size of farmstead subdivisions may be increased if the proposed subdivision meets the definition of a farmstead in the Land Use Bylaw at the discretion of the subdivision authority.~~
- ~~4.3.~~ The subdivision of fragmented parcels shall be allowed. Where the fragmented parcel is 8 ha (20 acres) or more in size, it shall be considered an agricultural parcel. Where the fragmented parcel is less than 8 ha (20 acres) in size, it shall be considered a residential parcel.
- ~~5.4.~~ As a condition of subdivision approval, all newly created parcels will be required to provide physical access to a developed County road.
- ~~6.5.~~ On agricultural lands, a wide range of uses may occur provided that such uses do not negatively impact other surrounding uses.
- ~~7.6.~~ Where agricultural land is taken for roads, rail lines, pipelines or other transmission lines, the County shall endorse only those proposals which minimize the fragmentation of agricultural land.
- ~~8.7.~~ The Natural Resources Conservation Board (NRCB) and approval officers appointed by that Board have jurisdiction over certain confined feeding operations (CFOs) and manure storage facilities in that they require a registration, an approval, or an authorization under the Agricultural Operation Practices Act (AOPA).
- ~~9.8.~~ The County shall provide input to the NRCB in responding to applications for new or expanded CFOs based on the technical and location merits of each application.
- ~~10.9.~~ Applications to the NRCB for the establishment of new or expansion of existing CFOs shall be supported by the County if they:
  - a. Are outside of the lands identified within the St. Paul and Elk Point Inter-municipal Development Plans;
  - b. Are 1.6 km (1.0 miles) from any multi-lot country residential area



- c. Are 0.8 km (0.5 miles) from the Summer Village of Horseshoe Bay or the designated Community Areas other than St. Vincent.

## 2.2 RESIDENTIAL

### Objectives

1. To encourage multi-lot country residential development adjacent to the lakes in the County that is sensitive to the natural environment and, once the Province has determined a method for determining lake capacity, the development capacity of the lakes;
2. To allow multi-lot country residential development in other areas of the County that does not interfere with agricultural land uses or the industrial and commercial businesses operating in the County;
3. To limit the costs of providing municipal and utility services to country residential development;
4. To maintain options for future land use decisions;
5. To avoid conflicts between agricultural land and non-agricultural land uses;
6. To discourage development in areas which are susceptible to flooding or groundwater contamination;
7. To limit development in hazardous areas adjacent to lakes and river banks; and
8. To provide a certain level of developmental certainty in country residential areas.

### Policies

1. The County allows for the creation of up to 4 residential parcels per quarter section ~~on agricultural land within the Agriculture district~~. The total amount of land taken by residential subdivisions on a quarter section shall not exceed 20 acres ~~within the Agriculture district~~. ~~The parcel size shall not be less than 0.4 ha (1 ac) in size and not more than 4.04 ha (10 ac) in size on vacant agricultural land; and 8.09ha (20 ac) in size for existing farm sites.~~
2. Where a subdivision for country residential purposes is proposed, the developer shall be required to enter into a development agreement with the County wherein the developer agrees to be responsible for all the costs associated with the subdivision.
3. All country residential parcels shall have direct access to existing graded and graveled or paved roads. Such access shall be provided by the developer of a country residential parcel to the County's standards, or the developer shall pay the County for the installation of such access by the County.
4. Buffers or setbacks shall be maintained between country residential development and adjacent uses which may be incompatible for any reason.
5. Country residential development may not be allowed within:
  - a. the urban fringe of a town unless permitted within an approved inter-municipal development plan;
  - b. the setback area of an active or non-operating sanitary landfill and wastewater treatment plan in accordance with the Subdivision and Development Regulation;

- c. the distance established by the *Minimum Distance Separation* formula contained within the Regulations adopted under the AOPA from a confined feeding operation;
  - d. 800 metres of a highway, unless accommodated in an approved Area Structure Plan or approved by the department;
  - e. the setback area of existing sand and gravel extraction sites in accordance with provincial guidelines;
  - f. the setback area of sour gas facilities in accordance with Energy Resources Conservation Board guidelines, or other potentially hazardous industrial businesses;
  - g. within a 1 in 100 year flood plain; and
  - h. adjacent to river banks, unless the banks are certified as being stable by an engineer prior to development and the land owner takes all responsibility for the impact of any bank instability currently or in the future.
6. Country residential development will be cognizant of the need to preserve critical wildlife habitat, resource extraction and processing, recreation, and historical and archaeological features.
7. Country residential development will be prohibited in those areas which are too close to sour gas facilities, in accordance with Provincial legislation and regulations.

### **Residential Subdivisions – Multi Lots**

8. A multi-lot residential subdivision shall be considered to be any subdivision which will result in the creation of more than a total of five parcels on a quarter section.
9. Multi-lot residential subdivisions will be encouraged to locate:
- a. In close proximity to lakes or other natural amenities or existing urban service areas; and
  - b. Along designated collector roads to prevent increased traffic and minimize conflict with nearby or adjacent agricultural land.
- ~~10. The minimum parcel size within multi-lot residential subdivisions shall be 0.2 ha (0.5 acres) in the Country Residential One land use district and 0.4 ha (1 acre) in the Country Residential Two land use district.~~
- ~~11.~~10. Multi-lot subdivisions must be designed so that each lot can be serviced with either on-site or communal water and sanitary services.
- ~~12.~~11. The design of multi-lot subdivisions shall include elements that provide for emergency vehicle access.
- ~~13.~~12. The location and design of multi-lot subdivisions shall take into account existing and proposed local roads and Provincial highway network.
- ~~14.~~13. Multi-lot subdivisions shall be required to prepare an area structure plan/outline plan, detailing the proposed development, standards of servicing, transportation layout, storm water management and other details as deemed necessary by the County.

### **Community Areas**

- ~~15.~~14. Further development in the growth hamlets of Ashmont, Mallaig and Lottie Lake may be considered provided such expansion can be supported by municipal water and wastewater services.

~~16.15.~~ The infilling and redevelopment of sites shall be considered in other community areas provided such development can be sustained by on-site water and wastewater services.

~~17.16.~~ The County shall allow, through provisions in the Land Use Bylaw, for a range of industrial and commercial uses compatible with available infrastructure and the residential character and local service role of individual hamlets.

## 2.3 COMMERCIAL AND INDUSTRIAL DEVELOPMENT

### Objectives

1. To encourage new commercial and industrial businesses at appropriate locations.
2. To provide a diverse range of economic development and employment opportunities.

### Policies

1. The County shall promote and encourage the development of value added agricultural service centre businesses within the County.
2. Home occupations and subsidiary farm occupations shall be supported, subject to an evaluation of their scope and impact on adjacent land uses and local infrastructure.
- ~~3. The following types of businesses may be permitted on agricultural land outside of an established business park:  
a. Agricultural Service Centre businesses;  
b. Natural Resource Extraction and Processing Industries;  
c. Wind Energy Conversion Systems; and  
d.a. Work Camps.~~
- ~~4.3.~~ Rural commercial and industrial businesses shall be controlled by the County Council through the process of Land Use Bylaw amendment to an appropriate Industrial or Commercial District.
- ~~5.4.~~ In consideration of a proposal for a commercial or industrial development, an assessment of the proposed development may be required which:
  - a. precisely defines the boundaries of the proposal;
  - b. designates suitable building sites;
  - c. ensures the functional integrity of the adjacent roads is maintained through the use of service roads and/or limited access points;
  - d. defines standards of development which may include architectural, landscaping and sign controls;
  - e. identifies methods and facilities for servicing; and
  - f. includes groundwater and soil permeability.

### Commercial Uses

~~6.5.~~ Commercial uses may be allowed in the Community Areas only if they require limited services.

~~7.6.~~ Highway commercial uses shall refer to those uses, primarily established adjacent to highways, which provide service requirements for the highway traveling public. Such uses would include service stations, bulk oil sales, restaurants, motels and campsites.



## Industrial Uses

~~8.7.~~ Lands needed for marshalling yards and laydown areas required to serve pipelines and/or oilfield companies shall be required to re-zone lands to Direct Control within the Land Use Bylaw.

## **2.4 RECREATIONAL AND INSTITUTIONAL**

### Objectives

1. To encourage institutional and recreational development in suitable locations;
2. To minimize conflicts between institutional development and existing or future land uses;
3. To obtain the lands necessary for park use through the subdivision process; and
4. To protect lands which are hazardous to development from development through the subdivision process.
5. To minimize any local government costs (including servicing and transportation) from institutional development.

### Policies

#### Institutional Uses

1. Institutional uses shall be allowed as discretionary uses on agricultural land, but limited within the multi-lot country residential areas of the County.
2. Institutional uses in the Community Areas shall normally be allowed only if they require limited services.
3. In consideration of a proposal for an institutional development, an assessment of the proposed development may be required which:
  - a. precisely defines the boundaries of the proposal;
  - b. designates suitable building sites;
  - c. ensures the functional integrity of the adjacent roads is maintained through the use of service roads and/or limited access points;
  - d. defines standards of development which may include architectural, landscaping and sign controls;
  - e. identifies methods and facilities for servicing; and
  - f. includes groundwater and soil permeability tests.

#### Recreational Uses

4. Within the County, recreational uses such as campgrounds, day use areas, picnic sites, hiking and ski trails, and other similar uses as developed by either private or public interests ~~shall~~may be allowed in all areas, provided that they do not interfere with agricultural operations, interfere with the amenities of an area, or interfere with resource extraction and processing industries.

5. Recreational Vehicle Parks and Campgrounds proposals which, in the opinion of Council, could have a significant impact on the community and environment, shall be controlled by the County Council through the process of Land Use Bylaw amendment to a specific Recreation Vehicle District in the Land Use Bylaw.

## Municipal Reserves

6. As part of the subdivision process, municipal reserve shall be provided where required in accordance with an Area Structure Plan or conceptual scheme. If the reserve land is not required within a current phases but will be required in future phases, the reserve lands shall be deferred to the remnant parcel where the reserve lands are required in accordance with the Municipal Government Act.
- 6.7. The County of St. Paul shall require 10% of the parcel of land less the land required to be provided as environmental reserve and the land made subject to an environmental reserve easement to be dedicated as municipal reserve and/or school reserve.
- 7.8. Money in place of municipal reserve or deferral of reserve by caveat shall be required where a subdivision area does not have a detailed Area Structure Plan or conceptual scheme in place in accordance with the Municipal Government Act.
- 8.9. The value of land to calculate money in place of ~~44~~ municipal ~~r~~Reserves shall be determined by the County's assessor. If the applicant and the County cannot agree on the land value to determine the amount of cash-in-lieu of land for municipal reserves, the applicant shall provide a market value appraisal certified by a qualified appraiser, pursuant to the Municipal Government Act based on the market value of the land as of a specific date occurring within 35 days following the date of the subdivision application.



## 2.5 TRANSPORTATION AND UTILITIES

### Objectives

1. To minimize any negative impacts associated with the development of linear transportation, communication, or utility facilities and services;
2. To ensure that necessary facilities, utilities, or services associated with land use and development are provided and in place when required;
3. To ensure that land use and development in the vicinity of existing or proposed transportation, communication or utility facilities/services is regulated such that it does not interfere with their operation, upgrading or future expansion.
4. To ensure that municipal services and utilities are provided in an economical and efficient manner and are reflective of need, environmental constraints, land use considerations and existing infrastructure.

### Policies

#### General

1. The County shall adhere to the policies and recommendations of the Transportation Master Plan as updated and amended from time to time.
2. The County shall support the coordination and integration of local, regional, intra-provincial and inter-provincial transportation networks and facilities;
3. All new roadways and municipal infrastructure shall be required to comply with the County's standards, as may be updated from time to time.
4. All municipal infrastructure systems, such as new roads, sewage collection, water distribution and stormwater management systems created as a result of private development, which may include dedication to the County or subdivision, shall only be assumed by the municipality if the system has been constructed or upgraded to a standard which is acceptable to the County and which meets or exceeds all appropriate Provincial standards.
5. The County shall continue to cooperate with neighbouring urban municipalities and the provincial government in the development of regional water supply and wastewater collection lines for the benefit of County residents and businesses.

#### Transportation Policies Specific for New Subdivisions and Developments

6. Developers may be required to provide a traffic impact assessment as part of a redistricting (zoning), subdivision or development application.
7. Where subdivisions are proposed along County roadways, the County shall ensure that:
  - a. The subdivision or development is adequately set back to accommodate future improvement or widening of the roadway;
  - b. Access is provided to an internal subdivision road or local road built to a standard acceptable to the County;

- c. Easements shall not be considered an appropriate means to provide legal access to subdivisions; and
- d. The noise impact on the occupants of any country residential development is minimized by noise attenuation or abatement methods, as deemed necessary by the County.

### 2.6 ENVIRONMENT AND FIRESMART PRACTICES

#### Objectives

1. To protect and preserve, whenever possible, existing natural areas.
2. To ensure that development does not unduly impact the natural environment.
3. To ensure that the natural environment does not jeopardize the health, safety, and quality of life of the citizens of the County.
4. Legislating FireSmart requirements for structural materials, infrastructure and vegetation management within the municipality.

#### Policies

##### Environment

1. The County shall ensure no development is allowed on hazard lands except for extensive agricultural uses, passive recreational uses, or interim resource extraction, approved on a site by site basis.
2. The County shall ensure that areas prone to flooding, shoreline erosion or slope instability hazards, are limited in the types of land uses and developments that may be allowed. Uses and developments must be consistent with the nature of the hazard and not cause an increase in the degree of hazard.
3. The County shall ensure that no permanent structures are allowed within the 1:100 year flood plain of the County's watercourses and lakes. Consideration may be given to non-residential developments, such as boat houses, proposed in the 1:100 year flood plain, subject to appropriate flood proofing and the proponent demonstrating to the municipality's satisfaction, the precise boundary of the flood plain.
4. The County may require an environmental assessment/audit to be carried out on a site that is the subject of a development proposal.
5. The County will require all development to adhere to environmental setbacks pursuant to the provisions as outlined within the Land Use Bylaw.
6. The County will utilize environmental reserve and environmental conservation easements as mechanisms to protect environmentally significant areas.
7. Through the subdivision process, the County shall require that lands considered unsuitable for development area dedicated as environmental reserve or environmental reserve easements pursuant to the provisions of the MGA.
8. When lands adjacent to lakes or watercourses are subdivided, a minimum 30 metre strip of land may be dedicated as environmental reserve or environmental reserve easement to provide a buffer and provide public access.
9. Lands dedicated as environmental reserve shall remain in their natural state and/or be used as part of the public trail system where necessary to ensure a continuous integrated trail system.

### FireSmart

10. Where appropriate, new subdivision and development applications deemed to be in high risk or high hazard areas, shall submit a Wildfire Risk Assessment, prepared by a qualified FireSmart professional. Wildfire Risk Assessments will be the landowners's responsibility and will include an evaluation of current and proposed FireSmart hazard and recommended FireSmart mitigative measures to be completed by the developer in conjunction with subdivision construction.

## **2.7 INTER-MUNICIPAL COOPERATION**

### Objectives

1. To undertake cooperative planning with the Towns of Elk Point and St. Paul.
2. To coordinate land use policies for the boundary areas which are mutually beneficial to both the Towns and the County.
3. To coordinate the provision of roads, facilities, and other services that serve residents of both municipalities.

### Policies

1. The County will continue to support the Inter-municipal Development Plans of both St. Paul and Elk Point to address issues of mutual concern and to ensure that development in either municipality complements the existing and future land uses of the other municipality.
2. The County will endeavour to ensure that development adjacent to highways meet prescribed exterior design requirements for commercial and industrial business buildings, through its Land Use Bylaw and as prescribed within the Elk Point Inter-municipal Development Plan.
3. The County will discourage, whenever possible, development or uses that may have a negative impact on adjacent uses in St. Paul and Elk Point.



## PART 3 – ADMINISTRATIVE MATTERS

### 3.1 ADMINISTRATION

#### Interpretation

1. The MDP is, for the most part, general in nature and long range in its outlook. The MDP provides the means whereby Council and County staff can evaluate immediate situations or proposals in the context of a long range plan for the County.
2. Subject to Council's approval, minor variations from the policies of the MDP will not require an amendment to the MDP. More substantive changes will require an amendment to the MDP and any other affected plan.
3. The MDP contains "shall", "should", and "may" policies which are interpreted as follows:
  - a. "Shall" policies must be complied with,
  - b. "Should" policies mean compliance in principle, but is subject to the discretion of the applicable authority on a case by case basis, and
  - c. "May" policies indicate that the applicable authority determines the level of compliance that is required.

#### Implementation

4. The municipality will review all current area structure plans to ensure that they are consistent with its goals and policies.
5. The goals and policies of the MDP will be further refined and implemented through the development, adoption, and day to day application of statutory plans (area structure plans and area redevelopment plans), non statutory plans (outline plans, design schemes, etc.) and the Land Use Bylaw.
6. The County desires to increase public involvement in planning and development decisions in order to result in more informed decisions, greater public understanding, acceptance and more enduring solutions.
  - a. Prior to the County giving first reading to a proposed amendment to the Municipal Development Plan, new or amendments to Area Structure Plans and Area Redevelopment Plans, and redistricting (zoning) applications, Developers will be required to undertake "Public Consultation" in support of the proposed amendments.
  - b. Public Consultation is to be undertaken in one of two formats:
    - i. A Public Meeting means a method of public consultation that involves a formal presentation by the organizer on the issues and options. Members of the public are able to ask questions and provide input in a public forum, and a record of the proceedings is kept.
    - ii. An Open House is a method of public consultation that involves a formal session with displays or other information available for participants to review. The Developer is

available to answer questions the public may have. A feedback form or survey is used to record public comments, and a sign-in sheet for names of attendees is required.

- c. Notification requirements include the following:

Type of Application	Notification Requirements and Distance
Amendment to Municipal Development Plan	<ul style="list-style-type: none"> <li>All Citizens (newspaper ads)</li> <li>Neighbouring municipalities, school authorities, Alberta Transportation, Alberta Environment and Sustainable Resource Development (mailed notices)</li> </ul>
New or Amendments to Area Structure Plans	<ul style="list-style-type: none"> <li>All Citizens (newspaper ads)</li> <li>Neighbouring Municipalities (if adjacent to ASP/ARP area), School Authorities, Alberta Environment and Sustainable Resource Development and Alberta Transportation (mailed notices and full ASP/ARP)</li> </ul>
New or Amendments to Area Redevelopment Plans	<ul style="list-style-type: none"> <li>Landowners within 800 m of the site (mailed notices)</li> </ul>
Redistricting	<ul style="list-style-type: none"> <li>Landowners within 800 m (mailed notices)</li> </ul>

- d. A minimum of two opportunities for Public Consultation, coordinated by the Developer, shall be required for Area Structure Plans and Area Redevelopment Plans initiated by the Developer.
- e. A minimum of one opportunity for Public Consultation, coordinated by the Developer, shall be required for redistricting (zoning) applications.
- f. Each opportunity for Public Consultation requires the Developer to provide either a written record of the Public Meeting and/or copies of the comment forms by participants in an Open House, and a written report outlining issues raised at the consultation and how the Developer intends to address each.

#### Amendment

7. Amendment of the MDP must follow the appropriate procedures as outlined in the Municipal Government Act.
8. All statutory and non-statutory plans shall be consistent with the MDP and may require amendment to ensure their compliance with the MDP.

#### Review

9. The Alberta Land Stewardship Act mandates that the North Saskatchewan Regional Plan will prevail to the extent of any conflict or inconsistency between the regional plan and statutory plan. Upon approval of the North Saskatchewan Regional Plan, the County shall review the MDP to ensure that there are no conflicts or inconsistencies.
10. In order to ensure that the MDP is current, the entire plan should be reviewed approximately every seven to ten years, however each Council should review the document shortly after each election to ensure that Councillors are aware of County land use policy.

## COUNTY OF ST. PAUL NO. 19 MUNICIPAL DEVELOPMENT PLAN

2013

### Adoption

COUNTY OF ST. PAUL NO. 19  
MUNICIPAL DEVELOPMENT PLAN  
BYLAW NO. 2013-10

WHEREAS the Municipal Government Act, R.S.A. 2000, as amended authorizes a municipality to adopt a Municipal Development Plan; and

WHEREAS a new Municipal Development Plan has been prepared under the direction of Council; and

NOW THEREFORE the Council of the County of St. Paul, duly assembled, enacts as follows:

1. THAT the County of St. Paul No. 19 Municipal Development Plan, being Schedule "A" attached hereto, is hereby adopted.
2. THAT Bylaw No. 2013-10 dated May 14, 2013 adopting the previous Municipal Development Plan is hereby repealed.

READ A FIRST TIME THIS 10th DAY OF DECEMBER 2013.

READ A SECOND TIME THIS 14th DAY OF JANUARY, 2014.

READ A THIRD TIME AND FINALLY PASSED THIS 14th DAY OF JANUARY, 2014.

(Original Signed By Steve Upham)

\_\_\_\_\_  
REEVE

(Original Signed By Sheila Kitz)

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER



**PART 4 – MAPPING**

**4.1 MDP MAP**

COUNTY OF ST. PAUL NO. 19

BY-LAW NO. 2015-06

A By-law to amend Municipal Development Plan Bylaw No. 2013-51 of the County of St. Paul No. 19, in the Province of Alberta.

**WHEREAS** the Municipal Government Act, R.S.A. 2000, as amended ("the Act") allows Municipal Council to establish and amend its Municipal Development Plan ;

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

- 1. The Municipal Development Plan of the County of St. Paul No. 19, Bylaw No. 2013-51, is hereby amended as follows:

~~Strike Through~~ – Denotes text removed  
Underscore – Denotes text added

**Part 2 – Objectives and Policies**

Section 2.1 Agriculture

Policies

- 3. ~~Farmland subdivisions (as defined in the Land Use Bylaw) may be a maximum of 8 ha (20 acres) where possible, to accommodate existing farm buildings and other improvements as defined in the Land Use Bylaw. The maximum parcel size of farmstead subdivision may be increased if the proposed subdivision meets the definition of a farmstead in the Land Use Bylaw at the discretion of the subdivision authority.~~

Section 2.2 Residential

Policies

- 1. The County allows for the creation of up to 4 residential parcels per quarter section ~~on agricultural land~~ within the Agriculture district. The total amount of land taken by residential subdivisions on a quarter section shall not exceed 20 acres within the Agriculture district. ~~The parcel size shall not be less than 0.4 ha (1 ac) in size and not more than 4.04 ha (10 ac) in size on vacant agriculture land, and 8.09 ha (20 ac) in size for existing farm sites.~~

Residential Subdivision – Multi Lots

- 10. ~~The minimum parcel size within multi lot residential subdivisions shall be 0.2 ha (0.5 acres) in the Country Residential One land use district and 0.4 ha (1 acres) in the Country Residential Two land use district.~~

Section 2.3 Commercial and Industrial Development

Policies

- 3. ~~The following types of businesses may be permitted on agricultural land outside of an established business park:~~
  - ~~a. Agricultural Service Centre businesses;~~
  - ~~b. Natural Resource Extraction and Processing Industries;~~
  - ~~c. Wind Energy Conversion Systems; and~~
  - ~~d. Work Camps~~

Section 2.4 Recreational and Institutional

Recreational Uses

- 4. Within the County, recreational uses such as campgrounds, day use areas, picnic sites, hiking and ski trails, and other similar uses as developed by either private or public interests ~~shall~~ may be allowed in all areas, provided that they do not interfere with agricultural operations, interfere with the amenities of an area, or interfere with resource extraction and processing industries
- 7. The County of St. Paul shall require 10% of the parcel of land less the land required to be provided as environmental reserve and the land made subject to an environmental reserve easement to be dedicated as municipal reserve and/or school reserve.
- 9. The value of land to calculate money in place of municipal reserves shall be determined by the County’s assessor. If the applicant and the County cannot agree on the land value to determine the amount of cash-in-lieu of land for municipal reserves, the applicant shall provide a market value appraisal certified by a qualified appraiser, pursuant to the Municipal Government Act based on the market value of the land as of a specific date occurring within 35 days following the date of the subdivision application.

Read a first time in Council this 10<sup>th</sup> day of March, A.D. 2015.

Advertised the     day of     A.D. 2015, and the     day of     A.D. 2015 in the St. Paul Journal and Elk Point Review.

Read a second time in Council this     day of     , A.D. 2015.

Read a third time in Council this     day of     , A.D. 2015.

\_\_\_\_\_  
Reeve

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



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

## Issue Summary Report

### 7.19. Bylaw No. 2015-07 - Amend LUB - Wording Change - Section 8.3 #20150305011

**Meeting :** March 10, 2015

**Meeting Date :** 2015/03/10 10:00

#### Background

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Further to the presentation by a delegation at the January meeting regarding land use under the General Urban District, the proposed amendment to Land Use Bylaw No. 2013-50 is being presented to Council for consideration:

##### **8.3 General Urban (U) District**

Insert:

(4) c. Notwithstanding the above in Section 8.3

i) Lot 12, Block 1, Plan 7820473 contained within NE 33-58-11-W4, one (1) recreational vehicle shall be permitted on the property as the sole use of the property until December 31, 2018.

After first reading the Bylaw must be advertised according to section 606 of the M.G.A. and a public hearing held according to section 230 of the M.G.A. The adjacent landowners will also be notified.

#### Recommendation

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Motion to give first reading to Bylaw No. 2015-05, which is a Bylaw to amend Land Use Bylaw No. 2013-50.

#### Additional Information

---

**Originated By :** pcorbiere



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

## Issue Summary Report

### 7.20. Mutual Fire Aid Agreement - Lac La Biche County

#20150305001

**Meeting :** March 10, 2015

**Meeting Date :** 2015/03/10 10:00

#### Background

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The Mutual Fire Aid Agreement with Lac La Biche County has expired. Attached is a new agreement which has already been approved by Lac La Biche County Council.

#### Recommendation

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Motion to approve the Mutual Fire Aid Agreement with Lac la Biche County effective February 25, 2015.

#### Additional Information

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**Originated By :** pcorbiere

## **MUTUAL FIRE AID AGREEMENT**

THIS AGREEMENT made the 25<sup>th</sup> day of February, 2015.

**BETWEEN:**

**COUNTY OF ST. PAUL NO 19**  
(hereinafter called "The County")

### **OF THE FIRST PART**

- and -

**LAC LA BICHE COUNTY**  
(hereinafter called "The Authority")

### **OF THE SECOND PART**

**WHEREAS** the County and the Authority are neighbouring jurisdictions that border each other;

**AND WHEREAS** the County and the Authority provide fire protection services within their respective boundaries;

**AND WHEREAS** it is desirable that at various times the Fire Department of one party assist the Fire Department of the other party;

**AND WHEREAS** the parties wish to enter into an Agreement to formalize their rights and obligations for the supply of such fire protection services;

**NOW THEREFORE THIS AGREEMENT WITNESSETH THAT** in consideration of the premises, covenants and agreements herein contained, the parties covenant and agree as follows:

1. In this Agreement, the following words and expressions have the meanings herein set forth:
  - (a) "Assistance" means the provision of fire protection services available to the Requesting Party from a Supplying Party pursuant to this Agreement. Assistance may relate to situations in which the Requesting Party is in attendance, or situations in which the Requesting Party is unable to respond.
  - (b) "Authorized Representative" of the Requesting or Supplying Parties means any one of:

- (i) Chief Elected Officer, Chief Administrative Officer, Fire Protection Coordinator, Fire Chief or his designate, as the case may be;
    - (ii) any Municipal Councillor.
  - (c) "Claims" means any and all manner of action and actions, cause and causes of action, suits, debts, dues, sums of money, general damages, special damages, interests, costs; fees (including legal fees on a solicitor-and-his-own-client basis), claims and demands of every nature and kind at law or in equity or under any statute which any party has, had or shall have directly or indirectly;
  - (d) "Equipment" means firefighting vehicles, equipment and apparatus which are in the possession of a Supplying Party; and
  - (e) "Force Majeure" means any cause not within the reasonable control of the Supplying Party including, without limitation, the inability to assemble sufficient volunteer personnel to adequately respond to a call for assistance, interruption of telecommunications, gas, electric or other utility service, acts of God, strikes, lockouts, or other industrial disturbances, acts of the public enemy, wars, blockades, insurrections, riots, epidemics, landslides, earthquakes, fires, lightning, storms, floods, high water, washouts, inclement weather, orders or acts of military authorities, civil disturbances and explosions.
2. This Agreement shall remain in full force and effect until amended or terminated by either party, provided the party wishing to amend or terminate this agreement provides thirty (30) days written notice to the other party of its intentions to amend or terminate. Either party may terminate this Agreement, upon thirty days written notice, if the other party commits a fundamental breach of Agreement.
3. From the effective date of this Agreement, any party hereto (herein called the "Requesting Party") may request the other party (herein called the "Supplying Party") to provide Assistance to the Requesting Party.
4. Each party shall be responsible for receiving fire calls from the public within their respective boundaries.
5. Requests for Assistance shall be directed to an Authorized Representative of a Supplying Party and this authorized representative shall confirm the request with the requesting Party's Fire Chief or designate before providing assistance. If the Requesting Party's Fire Chief or designate cannot be contacted, the Supplying Party may respond. The Supplying Party will continue to attempt to contact the



Fire Chief or designate of the Requesting Party until confirmation is made. The supplying party shall ensure that the name and time of contact with the Requesting Party is recorded.

Requests for assistance shall be made through the dispatch centre by phoning 911.

6. Where a request for Assistance is received from someone other than the Requesting Party's Authorized Representative, the Supplying Party shall confirm the request with the Requested Party's Authorized Representative before providing Assistance.
7. Assistance may relate to situations in which the Requesting Party is in attendance, or situations in which the Requesting Party is unable to respond.
8. The Supplying Party shall have the right to refuse to provide Assistance to the Requesting Party if the Supplying Party's firefighters or Equipment are not available due to providing fire protection services at another location and the Requesting Party shall have no claim for damages or compensation against a Supplying Party arising out of the refusal of that Supplying Party to render Assistance.
9. Further, each Supplying Party may, even after commencement of providing Assistance, withdraw Assistance where it is necessary or desirable that the Supplying Party's firefighters or Equipment provide firefighting services at another location and the Requesting Party shall have no claim for damages, compensation or indemnity arising out of the reasonable withdrawal of Assistance.
10. The level of service to be provided by the Supplying Party in providing Assistance to the Requesting Party shall be the same level of service with which the Supplying Party would respond to similar circumstances within its own boundaries.
11. When providing Assistance, the Supplying Party's firefighters shall remain under the immediate control and direction of the Supplying Party's Fire Chief or his designate. Commands and requests of the Requesting Party's Fire Chief or his designate shall be communicated to the Supplying Party's Fire Chief or his designate.

12. The Supplying Party shall not be liable to the Requesting Party for any failure of or delay in the performance of its obligations hereunder nor be deemed to be in breach of this Agreement, if such failure or delay has arisen from Force Majeure.

Where the Supplying Party is prevented from carrying out its obligations hereunder due to Force Majeure, the Supplying Party shall, as soon as possible, give notice of the occurrence of such Force Majeure to the Requesting Party and the Supplying Party shall thereupon be excused from the performance of such obligations for the period of time directly attributable to the effect of the Force Majeure.

13. The Requesting Party does hereby remise, release and forever discharge the Supplying Party, its officials, employees, servants, agents, insurers, successors and assigns of and from all Claims which the Requesting party may have against the Supplying Party arising out of the provision of Assistance excepting where such Claims result from the negligence or wilful misconduct of the Supplying Party, its officials, employees, servants, successors or assigns.
14. The Requesting Party shall indemnify and save harmless the Supplying Party from any and all Claims brought by any party which is not a party to this Agreement arising out of or in any way related to the proper discharge of the obligations of the Supplying Party excepting where such Claims result from the negligence or wilful misconduct of the Supplying Party, its officials, employees, servants, successors or assigns.
15. Where a call is received or confirmed by the Supplying Party's Authorized Representative and Supplying Party provides Assistance, the Requesting Party shall compensate the Supplying Party for costs as calculated in Schedule "A" of this agreement.

For the purposes of this Agreement, the first hour shall be deemed to commence upon the Supplying Party's Authorized Representative directing that the Supplying Party's firefighters and Equipment respond to the request for Assistance, and the time, to a minimum of one hour shall continue until such time as the Equipment has returned to and been fully serviced, cleaned and maintained in the normal standard of the Supplying Party, at the fire station from where it left. However, the Requesting Party shall not be liable for any charges of time where the Equipment of the Supplying Party was incapacitated due to any mechanical breakdown.

All such charges are due and payable by the Requesting Party thirty (30) days from the Requesting Party's receipt of the invoice for such charges.

17. Excepting requests for Assistance, all notices, communication and statements (the "Notice") required or permitted hereunder shall be in writing. Notice shall be served to the relevant address set forth in Schedule "B" hereto, or to such other address as each party hereto may from time to time direct in writing, by one of the following means:
- (a) personally, by delivering it to the party on whom it is to be served at the address set out herein, provided such delivery shall be during normal business hours. Personally delivered Notice shall be deemed received when actually delivered as aforesaid; or
  - (b) by telecopier or by any other like method by which a written or recorded message may be sent, directed to the party on whom it is to be served at that address set out herein. Notice so served shall be deemed received on the earlier of:
    - (i) upon transmission with answer back confirmation if received within the normal working hours of the business day; or
    - (ii) at the commencement of the next ensuing business day following transmission with answer back confirmation thereof; or
  - (c) by mailing via first class registered post, postage prepaid or Via Fax, to the party on whom it is served. Notice so served shall be deemed to be received seventy-two (72) hours after the date it is postmarked. In the event of postal interruption, no notice sent by means of the postal system during or within seven (7) days prior to the commencement of such postal interruption or seven (7) days after the cessation of such postal interruption shall be deemed to have been received unless actually received.
18. Each party shall, during the currency of this Agreement:
- (a) Maintain all requisite Federal, Provincial and Municipal licenses, permits and approvals for all services contemplated pursuant to this Agreement;
  - (b) maintain in good working order, at least one fire truck;
  - (c) maintain coverage for its firefighters pursuant to the Worker's Compensation Act;
  - (d) provide the other party with a list of its Authorized Representatives, and their applicable telephone numbers, and any changes to the list and telephone numbers; and

- (e) maintain comprehensive general liability insurance including coverage relating to the provision of fire protection services, of not less than five million (\$5,000,000.00) dollars per occurrence.
- 19. This Agreement may be altered or amended in any of its provisions when any such changes are reduced to writing and signed by the parties hereto, but not otherwise.
- 20. If any term, covenant or condition of this Agreement or the application thereof to any party or circumstance shall be invalid or unenforceable to any extent the remainder of this Agreement or application of such term, covenant or condition to a party or circumstance other than those to which it is held invalid or unenforceable shall not be affected thereby and each remaining term, covenant or condition of this Agreement shall be valid and shall be enforceable to the fullest extent permitted by law.
- 21. This Agreement constitutes the entire agreement between the parties hereto relating to the subject matter hereof and supersedes all prior and contemporaneous agreements, understandings, negotiations and discussions, whether oral or written, or the parties and there are no general or specific warranties, representations or other agreements by or among the parties in connection with the entering into of this Agreement or the subject matter hereof except as specifically set forth herein.
- 22. This Agreement shall not be assignable by any party hereto to any other person, firm or corporation without the prior written consent of all the other parties hereto.

**IN WITNESS WHEREOF** the parties hereto have set their seals and hands of their proper officers in that behalf on the day herein first above written.

**COUNTY OF ST. PAUL NO 19**

**Per:**

**Per:**

**LAC LA BICHE COUNTY**

**Per:**

**Per:**

**SCHEDULE "A"**

**To the Mutual Fire Aid Agreement between County of St. Paul No. 19 and Lac La Biche County  
Regional Fire Authority**

- the sum of four hundred (\$400.00) dollars for each hour or fraction thereof for each firefighting vehicle owned by the Supplying Party (excluding command cars or other similar support vehicles) to include two (2) firefighters per unit;
- each additional firefighter (excluding the two (2) firefighters per unit referred to above) at twenty five (\$25.00) dollars per hour or portion thereof;
- all other reasonable costs incurred by the Supplying Party, including but not limited to, specialized firefighting material, and repair or replacement to the Supplying Party's Equipment, excluding repair or damage incurred as a result of ordinary wear or tear or incurred as a result of the Supplying Party's negligence or wilful misconduct of a Supplying Party, its officials, employees, servants, successors or assigns.

**SCHEDULE "B"**

Lac La Biche County  
Box 1679  
Lac La Biche, Alberta  
T0A 2C0  
E-mail: [main.office@laclabichecounty.com](mailto:main.office@laclabichecounty.com)

County of St. Paul No. 19  
5015 – 49 Ave  
St. Paul, Alberta  
T0A 3A4  
E-mail: [countysp@county.stpaul.ab.ca](mailto:countysp@county.stpaul.ab.ca)





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

## Issue Summary Report

### 7.21. Date for Annual Meeting

#20150304002

**Meeting :** March 10, 2015

**Meeting Date :** 2015/03/10 10:00

#### Background

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The first Action under Goal 1 - Governance of the Strategic Plan is "Host an Annual Meeting - move the annual meeting around the County - 2015 in Mallaig". Council to decide on a date to hold the Annual Meeting.

Administration is suggesting that we hold the AGM in the Fire Hall in Mallaig.

#### Recommendation

---

Motion to schedule an Annual Meeting as per Item 1, Goal 1 of the 2015 Strategic Plan.

#### Additional Information

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**Originated By :** pcorbiere



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

## Issue Summary Report

### 7.22. Request for Extension to move Explosives Magazine

#20150306005

Meeting : March 10, 2015

Meeting Date : 2015/03/10 10:00

#### Background

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The County has been given until July 31, 2015 to move the Explosives Magazine out of the locked compound in the Public Works Shop to an open area away from buildings/residences etc. Staff is concerned that by moving the Magazine outside of the compound, it will not be as secure and more easily accessible by the general public. Administration has been in contact with MP Brian Storseth about the legislation and he feels there may be changes coming to the legislation and that the County should ask for an extension to move the Magazine.

Administration has drafted a letter to the Explosives Inspector requesting a one-year time extension to move the Explosives Magazine to July 31, 2016.

#### Alternatives

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Authorize administration to send the letter to the Explosives Inspector requesting a time extension to move the Magazine to July 31, 2016.

Instruct administration to move the the explosives magazine by July 31, 2015.

#### Recommendation

---

Administration is recommending to send the letter to the Explosives Inspector requesting a time extension to July 31, 2016 to move the magazine.

#### Additional Information

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Originated By : pcorbiere

# County of St. Paul No. 19

5015 – 49 Ave., St. Paul, Alberta T0A 3A4 Phone 780.645.3301 Fax 780.645.3104  
Email Address: [county@stpaul.ab.ca](mailto:county@stpaul.ab.ca) Website: [www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)

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March 4, 2015

Ms. Tushna Soonawalla  
Explosives Inspector, ERD Western Region  
214-755 Lake Bonavista SE  
Calgary, AB T2J 0N3

RE: Relocation of County of St. Paul No. 19's Explosives Magazine (Licence U10402)

Dear Ms. Tushna Soonawalla:

The County of St. Paul No. 19 would like to request an extension on the date by which we have to move our Explosives Magazine. Currently we have until July 31, 2015 to move our Magazine and would like to extend that date to July 31, 2016.

Our main concern is that by moving the Magazine outside of our compound, will make the Magazine more accessible to the general public. Right now the Magazine sits very securely inside two sets of chain linked fences and in a very open site where no illegal access can be obtained. By moving the Magazine to a remote site, we feel that this will greatly increase the possibility of someone tampering with it.

The County has also been in discussion with our local Member of Parliament, Brian Storseth about the possibility of reviewing the Legislation pertaining to Magazine placement. He feels that there may be some changes forthcoming and that we should ask for an extension to allow time for these changes to occur.

During the in-term, we will keep the contents of the Magazine below or close to 100 kg. of explosives at any given time.

Sincerely yours,  
COUNTY OF ST. PAUL NO. 19

Sheila Kitz, CAO  
County of St. Paul No. 19  
Phone: 780-645-3301 Ext. 208  
Email: [skitz@county.stpaul.ab.ca](mailto:skitz@county.stpaul.ab.ca)  
SK/bw

cc: Brian Storseth



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

## Issue Summary Report

### 7.23. Approval for CommAlert System

#20150305005

Meeting : March 10, 2015

Meeting Date : 2015/03/10 10:00

#### Background

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Rob Duffy has advised that CommAlert can be tied in Accurate Assessment so they can use the GIS and CommAlert Mass Notification. This is the first time this will be done, so we will be a trial group to see how this would work. We had talked about entering into a three year contract with CommAlert, but because we will be a trial group, we are only looking for a one year contract.

The new quote for the a one-year agreement is \$11,157 and it's based on 15,000 people. If after the one year we have a smooth running system we can look at a longer term contract at that time.

This is what the breakdown would look like from each community based on a per-capita for the year:

- Town of St. Paul - \$ 4800
- County of St. Paul - \$ 4910
- Town of Elk Point - \$ 1230
- SV of Horseshoe Bay - \$ 225

As discussed at the Committee meeting and also the Strategic Planning Meetings regarding the overall uses of the system, the different applications it can be used for has not changed. It can still be used to send emergency notifications; garbage day changes; road closures; office hour changes; etc.

#### Recommendation

---

Administration is recommending that the County enter into a one year agreement with CommAlert for a mass notification service.

#### Additional Information

---

Originated By : pcorbiere



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

### 7.24. Emergency Livestock Trailer Committee

#20150305008

Meeting : March 10, 2015

Meeting Date : 2015/03/10 10:00

#### Background

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Dennis Bergheim met with representatives of the St. Paul Ag Society and Ian Fox to discuss an Emergency Livestock Trailer. The St. Paul Ag Society supports the concept of the County proceeding with purchasing the unit. We would look at applying for a grant(s) with supporting interest or partnering with the local Ag Society. We would also require an agreement between the County & Ag Society which would include operation guidelines, responding to livestock incidents, compensation for expenses, training and as well liability.

#### Recommendation

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Administration is recommending to defer the decision on the Emergency Livestock Trailer to the budget.

#### Additional Information

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Originated By : pcorbiere



## Issue Summary Report

### 7.25. Road Construction - Range Road 104

#20150305006

Meeting : March 10, 2015

Meeting Date : 2015/03/10 10:00

#### Background

---

At the February Public Works Meeting Council discussed the 2015 Road Construction projects. There was discussion on whether or not to proceed with the construction of Range Road 104, as the County already went to a hearing on this road and another appeal has been filed against the construction of the road. The County has spent \$53,122 so far on the road, \$17,380 was on legal fees for the first appeal. Administration has re-submitted application for a permit to cross the wetland in the summer of 2014. Alberta Environment has indicated that following the required advertising of the request for the permit, four people have sent in letters opposing the proposed road construction. Alberta Environment has indicated that some of the arguments against the permit are valid and they may have reason not to issue a permit, or to change the project to address their concerns. Regardless the engineering for the road based on construction within the 66 foot road allowance only allows for a 40 km/hr speed and a narrow width.

Administration is proposing that Council consider changing their road plan from the construction of a new road on Range Road 104 through the wetland to include the upgrading of the intersection coming into Owlseye (Twp 591 & Twp 590) and the road through Owlseye (Twp 591). This upgrade to be done at the same time as the upgrade of the intersection of Range Road 103 and the Correction Line. This intersection upgrade on Range Road 103 would include cutting down a hill east of Owlseye on the Correction Road and North on Range Road 103 in order to improve sight lines for traffic coming through Owlseye.

Administration will provide a map for Council to review at the Council Meeting.

#### Alternatives

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Alternatives for Council to consider:

1. Continue with the process to apply for permits to proceed with the construction of Range Road 104.
2. Change the project to upgrade the intersection coming into Owlseye (Twp 591 & Twp 590) and the road through Owlseye (Twp 591).

#### Recommendation

---

That Council approve a change to their road construction plan that will no longer include the building of Range Road 104 through the wetland, rather improve the intersection for the road coming into Owlseye TWP 591 and improve the road through Owlseye. Additionally increase the length of road required to improve the Berlinquette intersection (RR 103 & TWP 590) to 1 mile from 0.5 miles. These changes would be subject to being able to obtain the necessary easements to reflect this change in scope.

#### Additional Information

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Originated By : pcorbiere





## Issue Summary Report

### 7.26. Building Canada - Small Communities Fund Application

#20150305007

Meeting : March 10, 2015

Meeting Date : 2015/03/10 10:00

#### Background

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On February 26, 2015, Alberta Municipal Affairs released eligibility and application details for the Small Communities Fund Component (SCF) of the New Building Canada Fund. SCF funding is open to municipalities with a population below 100,000. Alberta has received \$94.2 million of SCF funding. The funding is awarded to municipalities on a competitive basis and requires municipalities to submit a project application.

The Ashmont Lagoon Upgrade would qualify as an eligible project. The proposed project would see a facultative lagoon expansion at the current Ashmont Lagoon. These upgrades would increase capacity to accommodate a twenty year time horizon, enhance effluent treatment processes, and mitigate environmental risks during discharges as well as comply with environmental standard for release of water from the lagoon.

Projects are reviewed and ranked using a list of criteria. A maximum score is 100. An important criterion is whether or not the project is a partnership between two municipalities. With no partnership, projects receive 0 points. With a partnership, municipalities can score up to 15 points. In an effort to maximize the County's potential to receive funding, administration is exploring joint project options.

One potential avenue to enhance the County's application is to prepare a joint project application. This would automatically result in a higher score for the application, and thus, increase the County's odds of receiving funding.

Smoky Lake County is an interesting partner because they are located in close proximity to Ashmont and Smoky Lake residents frequently use the lagoon facilities. Smoky Lake County also requires some upgrades at their Spedden Water Treatment Plant facility to increase water capacity in their reservoir which is frequently depleted during peak hours. Similarly, some County of St. Paul residents use the Spedden facility.

Therefore, not only would this potential joint project enhance the County's odds of receiving funding, but would also see two important pieces of infrastructure that benefit both the County of St. Paul and Smoky Lake County residents be upgraded.

We have scheduled a meeting with Smoky Lake County Council on March 12 and propose that Reeve Upham, CAO Sheila Kitz, and Director of Legislative and Communication Services Kyle Attanasio attend to present and discuss the proposed joint project application to Smoky Lake County Council.

#### Alternatives

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That Council make a motion to approve an application for grant funding, for an amount of up to 4.8 million to the Building Canada - Small Communities Fund Program, for the Ashmont Facultative Lagoon Expansion Project.  
or

That Council make a motion to approve the submission of an application for grant funding, for an amount of up to \$5.6 million to the Building Canada - Small Communities Fund Program, for a joint application with Smoky Lake County for the Ashmont Facultative Lagoon Expansion and Spedden Reservoir Upgrades Project.

## **Recommendation**

---

Administration is recommending that Council make a motion to approve the submission of an application for grant funding, for an amount of up to \$5.6 million to the Building Canada - Small Communities Fund Program, for the Ashmont Facultative Lagoon Expansion and Spedden Reservoir Upgrades Project.

## **Additional Information**

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**Originated By :** kattanasio



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

## Issue Summary Report

### 7.27. Letter from Muni-Corr re Support for Lakeland Outdoor Recreation Group (LORG)

#20150305003

Meeting : March 10, 2015

Meeting Date : 2015/03/10 10:00

#### Background

---

The Lakeland Outdoor Recreation Group (LORG) has been working together since 2010 and is comprised of members representing various recreation aspects. They have taken the lead to moving trail development forward for the Lakeland region. They have met with Muni-Corr, Riverland and Lac La Biche County to present the background and vision of the trail system. Muni-Corr supports their idea in principle and is encouraging municipalities and stakeholders in the Lakeland to become informed and support LORG. Muni-Corr will also be working with this organization to set up a meeting with the Ministers of Culture & Tourism and Environment and Sustainable Resource Development.

Muni-Corr is requesting that the County provide a letter of support in principle for LORG for further advancement of regional trail development as well as support to schedule and attend a meeting with the Ministers of Culture & Tourism and Environment and Sustainable Resource Development.

#### Recommendation

---

Administration is recommending to provide the Lakeland Outdoor Recreation Group (LORG) with a letter of support in principle to advance the project of regional trail development.

Administration is also recommending to support LORG in their efforts to schedule a meeting with the Ministers of Culture & Tourism and Environment and Sustainable Resource Development and commit to attending the meeting.

#### Additional Information

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Originated By : pcorbiere



County of St. Paul Council  
Attention: Council Members  
5015-49 Avenue  
St. Paul, Alberta  
T0A 3A4

**Re: Lakeland Outdoor Recreation Group**

February 11, 2015

Dear Council,

Please take a few minutes to consider your interest and support of a significant recreational, tourism and healthy lifestyle enhancement opportunity for our region. We feel that what the Lakeland Outdoor Recreation Group (LORG) has been working towards is an important development for the Lakeland region.

As you may know, N.E. Muni-Corr Ltd. is a part nine not for profit company consisting of representation from ten municipalities; City of Cold Lake, M.D. of Bonnyville, Town of Bonnyville, Village of Glendon, Town of Elk Point, Town of St. Paul, County of St. Paul, Village of Vilna, Smoky Lake County and Town of Smoky Lake. It was formed when CN abandoned rail service in the late 1990's and the volunteer organization known as Riverland Recreational Trail Society helped to bring the 10 Municipalities together to acquire the rail right of way for use as a multi-use recreation corridor, utility right of way and wildlife corridor. N.E. Muni-Corr Ltd. worked very closely with RRTS to develop the corridor into a recreation trail which is known as Alberta's Iron Horse Trail. The trail has won numerous awards in the past eleven years and has been recognized by many as a unique tourist attraction for north east Alberta. As well, N.E. Muni-Corr Ltd. has been recognized for its collaborative work and has played a crucial role in trail development in the Province.

This is why we are very pleased to see a group of volunteers who represent various recreation aspects (trapping, motorized and non-motorized trails, tourism operators) take the lead on moving trail development forward for the Lakeland region. Given the scope and significance of the project, Municipal Representation on the steering committee for this development is a beneficial consideration. LORG was instrumental in ensuring recreation was an integral part of the Land Use Framework and have lobbied the provincial government to seriously commit to developing recreation areas as evidenced by Premier Jim Prentices mandate letter to Minister of Environment and Sustainable Resource Development, Kyle Fawcett:

- Implement Alberta's Plan for Parks in participation with the continued implementation of Alberta's Land Use Framework; and
- Implement a provincial recreational trails pilot project that will generate recreational, active living and environmental benefits.



## Appendix 1 for 7.27.: Lette from Muni-Corr

Furthermore, recreation development was addressed in Premier Prentices press release shortly after being elected as he talks about collaboration between the Ministries of Culture & Tourism and Environment and Sustainable Resource Development:

Continuing to improve Alberta's quality of life is one of the top five priorities for the Prentice Government. Recognizing the many areas of interconnectivity, functions from the former Tourism, Parks and Recreation ministry will be integrated into other ministries. The tourism function will become part of the new department of Culture and Tourism, and parks and recreation will become part of Environment and Sustainable Resource Development. Working together, these new teams will collaborate on strategic approaches to supporting the high level of quality of life Albertans enjoy.

LORG has been working behind the scenes since 2010 and feel the timing is right to move forward with Lakeland regional trail development. The group's initiator, Jerry Bidulock has been to N.E. Muni-Corr Ltd., Riverland Recreational Trail Society and Lac La Biche County council to present the background and vision of such a trail system. N.E. Muni-Corr Ltd. supports the idea in principle and would like to encourage the municipal leaders and stakeholders in the Lakeland to become informed and support the efforts of LORG. We will be helping the organization to set up a meeting in our region with the Ministers of Culture & Tourism and Environment and Sustainable Resource Development in the near future.

To that end, we are asking your council for two things.

- First is to supply a letter to LORG indicating your support in principle to further advance the project of regional trail development.
- The second is your support of getting and attending a meeting with the Ministers on this development.

Thank you for your time and, we hope, your support. If you have any questions or would like further information, please contact LORG at:

Lakeland Outdoor Recreation Group  
(operating as a subcommittee of Riverland Recreation Trail Society)  
Jerry Bidulock  
Ph: (780) 646-2499  
Email: bid2lock@mcsnet.ca  
Follow us on Facebook: Lakeland Outdoors

Sincerely,



Marianne Price  
Administrative Coordinator  
N.E. Muni-Corr Ltd.

c.c

## Appendix 1 for 7.27.: Lette from Muni-Corr

Village of Vilna Council  
County of Smoky Lake Council  
Town of Smoky Lake Council  
Town of Athabasca Council  
County of Athabasca Council  
R.M. of Wood Buffalo Council  
M.D. of Bonnyville  
Lac La Biche County Council  
Town of Bonnyville Council  
Town of Elk Point Council  
Town of St. Paul Council  
Village of Glendon Council  
City of Cold Lake Council

Box 874 St. Paul, AB. T0A 3A0  
Office: (780) 645-2913 Email: [info@ironhorsetrail.ca](mailto:info@ironhorsetrail.ca)





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

## Issue Summary Report

### 7.28. Request to Cancel Taxes

**#20150305017**

**Meeting :** March 10, 2015

**Meeting Date :** 2015/03/10 10:00

#### Background

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The lease on 3.9 acres in NE 14-61-12-W4 was cancelled. We received notification in July, 2013 that the lease had been cancelled but the taxes were already levied on the property at that time - tax levy was \$25. The lessee did not pay the taxes as he was no longer leasing it. When staff went to inactivate the account, they discovered that the property taxes were not paid for 2013. As the lease has been cancelled, we have no way of collecting the outstanding property taxes and penalties totalling \$31.16.

Section 347 of the M.G.A. allows a Council to cancel or refund all or part of a tax.

#### Recommendation

---

Administration is recommending that Council cancel the 2013 tax levy and penalties in the amount of \$31.16 on NE 14-61-12-W4, as per section 347 of the M.G.A..

#### Additional Information

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**Originated By :** pcorbiere



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

## Issue Summary Report

### 7.29. Request to Host Beef-on-a-Bun - St. Paul District 4-H Council #20150305016

**Meeting :** March 10, 2015

**Meeting Date :** 2015/03/10 10:00

#### Background

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The St. Paul District 4-H Council is once again requesting if Council will host a Beef on a Bun for the District Show and Sale on Monday, June 1, 2015.

#### Recommendation

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Motion to support the St. Paul District 4-H by providing beef on a bun for the annual Show and Sale on June 1, 2015, as per policy Per-12.

#### Additional Information

---

**Originated By :** skitz

*St. Paul District 4-H Council  
Box 1945  
St. Paul, AB T0A 3A0*

February 27, 2015

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

Dear Sirs:

Re: 4-H District Show – June 1, 2015

The St. Paul and District 4-H Members, Parents and Council would like to thank you for your continued support with our 4-H program. It is because of this type of support from our community that the 4-H program continues to prosper.

Once again, we are planning our annual Show and Sale which will be held on June 1, 2015. We are wondering if the County is interested in sponsoring the Beef on a Bun supper for our members, families and buyers again this year? We have 75 members who will be participating at the District level.

Thank you for considering our request.

Yours truly,



Phyllis Corbiere  
Treasurer  
St. Paul District 4-H Council



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

## Issue Summary Report

### 7.30. Northern Lights Library Conference - September 17-18

#20150305004

**Meeting :** March 10, 2015

**Meeting Date :** 2015/03/10 10:00

#### Background

---

The Annual Northern Lights Library Conference will be held September 18 & 19, 2015 in Elk Point. They are looking for donations for their conference in the form of cash or donations.

In the past, Council donated an item to be used as a door prize for this conference.

#### Recommendation

---

Motion to approve the donation of a door prize for the Annual Northern Lights Library Conference to be held September 17 & 18, 2015 in Elk Point.

#### Additional Information

---

**Originated By :** pcorbiere



## Appendix 1 for 7.30.: Letter from NLLS



*Northern Lights Library System*

5615 - 48 Street, Postal Bag 8, Elk Point, Alberta T0A 1A0  
Tel (780) 724-2596 Fax (780) 724-2597 [info@nlls.ab.ca](mailto:info@nlls.ab.ca)

---

February 13, 2015.

Ms. Sheila Kitz  
County of St. Paul  
5015- 49 Avenue  
St. Paul AB T0A 3A4

Dear Ms. Kitz,

Northern Lights Library System (NLLS) will be hosting its 25<sup>th</sup> anniversary gala "Come Celebrate!" on September 17 & 18, 2015. We're asking your help in making this a successful and memorable event for the 150+ library staff, board trustees, and municipal councilors who will be attending.

Registration fees will barely cover the technical part of the conference. To roll out the welcome mat for this gathering of professionals will require donations in the form of cash and donations. The cost to sponsor a coffee break alone is \$300.00.

We need help to support special activities that will be offered to conference participants and to provide for registration favors and refreshments during the conference. Some special activities include pre-conference evening social and guest speakers Denise Miller, Sue Carscallen and Daleen Pinder.

By donating, your municipality will gain exposure. Donors will be listed within the building and the donations, merchandise or stationary you give will be on display throughout the conference.

Would you consider donating to support the continued work of Northern Lights Library System? If you commit to a donation before May 1, 2015 we will include the name of your municipality in the conference brochure. You can reach me at 780.724.2596 ext. 236, or contact Kim Malette 780.724.2596 ext 243.

Yours truly,

Mircea Panciuk  
Executive Director

MP/km



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

## Issue Summary Report

**7.31. In Camera**

**#20150309001**

**Meeting :** March 10, 2015

**Meeting Date :** 2015/03/10 10:00

### Additional Information

---

**Originated By :** pcorbiere





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

7.32. -

#20150309002

**Meeting :** March 10, 2015

**Meeting Date :** 2015/03/10 10:00

### Additional Information

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**Originated By :** pcorbiere



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

## Issue Summary Report

7.33. -

#20150309003

**Meeting :** March 10, 2015

**Meeting Date :** 2015/03/10 10:00

### Additional Information

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**Originated By :** pcorbiere



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## Issue Summary Report

7.34. -

#20150309004

**Meeting :** March 10, 2015

**Meeting Date :** 2015/03/10 10:00

### Additional Information

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**Originated By :** pcorbiere



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## Issue Summary Report

### 9.1. CAO Report

**#20150224001**

**Meeting :** March 10, 2015

**Meeting Date :** 2015/03/10 10:00

#### Additional Information

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**Originated By :** skitz



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## Issue Summary Report

### 9.2. MD Fdn Report

#20150310001

Meeting : March 10, 2015

Meeting Date : 2015/03/10 10:00

### Additional Information

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Originated By : pcorbiere



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## Issue Summary Report

### 9.3. St. Paul Library

#20150310002

Meeting : March 10, 2015

Meeting Date : 2015/03/10 10:00

#### Additional Information

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Originated By : pcorbiere





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

### 10.1. March 16-18 - AAMD&C Spring Convention

#20150306006

Meeting : March 10, 2015

Meeting Date : 2015/03/10 10:00

#### Additional Information

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Originated By : pcorbiere



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## Issue Summary Report

**10.2. March 24 @ 10:00 a.m. - Public Works**

**#20150306007**

**Meeting :** March 10, 2015

**Meeting Date :** 2015/03/10 10:00

### Additional Information

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**Originated By :** pcorbiere



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## Issue Summary Report

### 11.1. Listing of Accounts Payable

#20150224002

Meeting : March 10, 2015

Meeting Date : 2015/03/10 10:00

#### Recommendation

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Motion to file the listing of Accounts Payable as circulated:

<u>Batch</u>	<u>Cheque Date</u>	<u>Cheque Nos.</u>	<u>Batch Amount</u>
18336	Feb. 5, 2015	21661 - 21734	\$1,394,515.06
18357	Feb. 12, 2015	21735 - 21783	\$ 547,710.30
18365	Feb. 20, 2015	21784 - 21826	\$ 50,586.27
18373	Feb. 24, 2015	21827 - 21838	\$ 97,480.71

#### Additional Information

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Originated By : pcorbiere



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## Issue Summary Report

### 11.2. Council Fees

**#20150224003**

**Meeting :** March 10, 2015

**Meeting Date :** 2015/03/10 10:00

#### Recommendation

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Motion to approve the Council Fees for the Month of January, 2015 as circulated.

#### Additional Information

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**Originated By :** tmahdiuk



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## Issue Summary Report

### 11.3. Budget to Actual - NOT AVAILABLE

#20150224004

Meeting : March 10, 2015

Meeting Date : 2015/03/10 10:00

#### Recommendation

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Motion to approve the budget to actual as of December, 2014.

#### Additional Information

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Originated By : skitz