



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

October 13, 2015

Tuesday, October 13, 2015

Start time 10:00 AM

AGENDA

1. **Call to Order**
2. **Minutes**
 - 2.1 **September 8, 2015 (2015/09/08)**
 - 2.2 **Special Council Meeting - September 22, 2015 (2015/09/22)**
3. **Bank Reconciliation**
4. **Additions to Agenda and Acceptance of Agenda**
5. **In Camera**
 - 5.1. **In Camera**
6. **Business Arising from Minutes**
7. **Delegation**
 - 7.1. **11:00 a.m. - Charlene Whiskeyjack, St. Paul Animal Shelter**
 - 7.2. **11:30 a.m. - Haying in the 30s**
 - 7.3. **1:00 p.m. - Public Hearing - Bylaw No. 2015-18 - Amend LUB - Rezone PSE 16-58-9-W4**
 - 7.4. **1:15 p.m. - Public Hearing - Bylaw No. 2015-20 - Amend LUB - Rezone PSE 5-58-9-W4**
 - 7.5. **1:30 p.m. - Staff Sgt. Lee Brachmann**
8. **New Business**
 - 8.1. **Chamber of Commerce - Small Business Wine & Cheese - Oct. 22**
 - 8.2. **St. Paul Journal's Reader's Choice Cocktail & Awards Night - Oct. 23**
 - 8.3. **Alberta Fire Chief Association - AB Construction Codes Seminar - Oct. 14 & 15**
 - 8.4. **2015 Travel Alberta Industry Conference - Oct. 25 -27**
 - 8.5. **Annual Western Canada Emergency Services Leadership Seminar - Oct. 27 & 28**
 - 8.6. **Bellamy Forum - Nov. 4 & 5**
 - 8.7. **2015 AB Emergency Mgmt Agency (AEMA) Stakeholder Summit - Nov. 30 & Dec. 1**
 - 8.8. **Date for Organizational Meeting**
 - 8.9. **Date for CAO Evaluation**

- 8.10. **Request for Senior Transportation Grant**
- 8.11. **Request for Funding - Williams' Haunted House**
- 8.12. **Request for Donation - 34th Annual St. Paul Elks Radio Auction**
- 8.13. **Request for Donation - 8th Annual Classic Farmer's Spiel**
- 8.14. **Bylaw No. 2015-04 - Fire Protection Services Bylaw**
- 8.15. **Bylaw No. 2015-21 - Utilities Bylaw**
- 8.16. **Bylaw No. 2015-22 - Noise Bylaw**
- 8.17. **Bylaw No. 2015-23 - Municipal and Reserve Lands Regulation Bylaw**
- 8.18. **Bylaw No. 2015-24 - Amend LUB - Rezone PNE 11-57-9-W4 from Ag to CR(1)**
- 8.19. **Bylaw No. 2015-25 - Licence Road Allowance between SW 27 and SE 28-57-10-W4**
- 8.20. **Bylaw No. 2015-26 - Amend LUB - Wording Change - Section 7.30**
- 8.21. **HR-108 - Short Term Disability Policy**
- 8.22. **FES 109 - St. Paul Fire Department Level of Service Policy**
- 8.23. **FES 110 - Ashmont Fire Department Level of Service Policy**
- 8.24. **FES 111 - Mallaig Fire Department Level of Service Policy**
- 8.25. **Road Cancellation - Road Plan 4354EO in NE & SW 8-57-10-W4**
- 8.26. **Road Cancellation - Road Plan 1924AG in NE 8-59-10-W4**
- 8.27. **Road Cancellation - Road Plan 649BM in NE 21-57-9-W4**
- 8.28. **Road Cancellation - Road Plan 3215HW in SW 9-59-10-W4**
- 8.29. **Road Cancellation - Road Plan 4007BM in Section 6-57-7-W4**
- 8.30. **Road Construction Easements**
- 8.31. **2015 Strategic Plan Update - 3rd Quarter**
- 8.32. **Emergency Management Sub Plans**
- 8.33. **Payroll Services Agreement - Mallaig Minor Hockey**
- 8.34. **Request for Letter of Support - St. Paul Junior B Canadians**
- 8.35. **Elk Point Issues - Airport & Health Centre**
- 8.36. **St. Paul Rescue Truck to Ashmont Fire Department**
- 8.37. **Alberta Community Partnership Grant - New Radio Infrastructure**
- 9. **Correspondence**
- 10. **Reports**
 - 10.1. **CAO Report**
- 11. **Upcoming Meetings**
 - 11.1. **Oct. 25 @ 1:00 p.m. - Scholarship Presentation**
 - 11.2. **Oct. 27 @ 10:00 a.m. - Public Works**
 - 11.3. **Oct. 27 @ 1:00 p.m. - Organizational Meeting**
 - 11.4. **Nov. 2 @ 9:00 a.m. - North East Regional ASB Conference**
- 12. **Financial**

12.1. **Budget to Actual**

12.2. **Council Fees**

12.3. **Listing of Accounts Payable**

13. **Adjournment**

2. Minutes

- 2.1 SEPTEMBER 8, 2015 (2015/09/08)
- 2.2 SPECIAL COUNCIL MEETING - SEPTEMBER 22,
2015 (2015/09/22)



September 8, 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 10:02 a.m., Tuesday, September 8, 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

Janice Huser St. Paul Journal

Minutes

Resolution #CM20150908.1001

Moved By: Councillor Dwight Dach

Motion to approve minutes of the August 11, 2015 Council Meeting as presented.

Carried

Bank Reconciliation

Resolution #CM20150908.1002

Moved By: Councillor Cliff Martin

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

Carried

Additions to Agenda and Acceptance of Agenda

The following addition was made to the agenda:

8.18 Invitation to Bar-B-Que - Camp Whitney

Resolution #CM20150908.1003

Moved By: Councillor Maxine Fodness

Motion to adopt the agenda for the Regular Meeting of Council for September 8, 2015 with the above noted addition.

Carried

In Camera Items

Resolution #CM20150908.1004

Moved By: Councillor Laurent Amyotte

Motion that the meeting go in camera as per section 23 of the FOIP Act.

Time: 10:08 a.m.

Carried

Resolution #CM20150908.1005

Moved By: Councillor Cliff Martin

Motion to revert to an open meeting. Time: 10:34 a.m.

Carried

Date for September Public Works Meeting	Council was informed that the regularly scheduled Public Works Meeting conflicts with the EDAC Conference that Councillor Dach and Reeve Upham are attending. Council decided not to change the meeting date at this time.	
Alberta Recycling Conference - Sept 9 - 11	Resolution #CM20150908.1006 Moved By: Councillor Frank Sloan Motion to approve Reeve Upham to attend the Alberta C.A.R.E. Conference from September 9 - 11, 2015 in Whitecourt.	Carried
ESS Traning Opportunity - Sept. 29 & 30	Resolution #CM20150908.1007 Moved By: Councillor Dwight Dach Motion to approve Janice Fodchuk and Claudette Webber to attend the ESS Training Opportunity on September 29 & 30, 2015 in High River.	Carried
Grey Matters Conference - Sept. 29 & 30	Resolution #CM20150908.1008 Moved By: Councillor Cliff Martin Motion to approve Councillor D. Dach to attend the Grey Matters Conference on September 29 & 30, 2015 in Drumheller, as it relates to the FCSS and MD Foundation Committees he sits on.	Carried
Jubilee Insurance RiskPro 8 Training Model - Oct. 1	Resolution #CM20150908.1009 Moved By: Councillor Maxine Fodness Motion to approve Tim Mahdiuk and Bryan Bespalko to attend the Jubilee RiskPro Module 8 - "Identifying your Exposures and Assessing your Risks" on October 1, 2015 in Nisku.	Carried
Alberta Recreation Parks Association Conference - Oct. 22-24	Resolution #CM20150908.1010 Moved By: Councillor Laurent Amyotte Motion to approve Tim Mahdiuk, Ken Warholik and any members of Council who want to attend the Alberta Recreation & Parks Association Conference in Lake Louise from October 22-24, 2015.	Carried
Alberta Smart City Symposium	Resolution #CM20150908.1011 Moved By: Councillor Cliff Martin Motion to deny the request from the City of St. Albert to become a member of the Alberta Smart City Alliance.	Carried
Request for Silent Auction Item - Two Hill Fire & Rescue	Resolution #CM20150908.1012 Moved By: Councillor Maxine Fodness Motion to donate a silent auction item to the Two Hills Fire and Rescue for their fundraiser on November 14, 2015.	Carried
Request for Sponsorship - Coyote Country	Resolution #CM20150908.1013 Moved By: Councillor Maxine Fodness Motion to deny the request from Coyote Country in Bonnyville for sponsorship to help cover the production costs to air their TV program on Wild TV Network.	Carried
Request for Donation for Athlete Program	Resolution #CM20150908.1014 Moved By: Councillor Laurent Amyotte Motion to deny the request for sponsorship for the Athletic Program at Concordia University, as it does not fall within the scope of Policy ADM-51.	Carried
Request to Cancel Accounts	Resolution #CM20150908.1015 Moved By: Councillor Frank Sloan	

Receivable Invoice	<p>Motion to cancel the balance on Accounts Receivable Invoice No. 52998 and penalties totaling \$423.57 and amend the Roll Off Bin Rental Agreement so that it includes the rates and terms of what constitutes a mixed load, so future applicants are aware of the additional charges.</p> <p style="text-align: right;">Carried</p>
Request for Letter of Support - Boyne Lake Ukrainian Orthodox Church	<p>Resolution #CM20150908.1016 Moved By: Councillor Laurent Amyotte Motion to approve a letter of support for the Holy Cross Ukrainian Orthodox Church of Boyne Lake to accompany their grant application through the Community Initiatives Program for funding to put up a fence around the perimeter of their cemetery.</p> <p style="text-align: right;">Carried</p>
Street Light Request	<p>Resolution #CM20150908.1017 Moved By: Councillor Laurent Amyotte Motion to approve the installation of one street light for Plan 7922036 in SW 31-60-11-W4, at Floatingstone and that the lighting be LED, as per County policy ADM-80.</p> <p style="text-align: right;">Carried</p>
Sand and Gravel Agreement	<p>Resolution #CM20150908.1018 Moved By: Councillor Maxine Fodness Motion to approve a five year Sand and Gravel Agreement with Anthony Tkachyk on NW 17-59-11-W4, effective August 21, 2015.</p> <p style="text-align: right;">Carried</p>
JB Trucking - Offer to Sell Gravel to County of St. Paul	<p>Resolution #CM20150908.1019 Moved By: Councillor Cliff Martin Motion that administration send a letter to JB Trucking advising that the County is not interested in purchasing his gravel at \$13 per yard.</p> <p style="text-align: right;">Carried</p>
Westcove Kennels - Contract for Boarding Stray Dogs	<p>Resolution #CM20150908.1020 Moved By: Councillor Frank Sloan Motion to renew the contract for boarding stray dogs with Westcove Kennels for a one-year period commencing September 1, 2015.</p> <p style="text-align: right;">Carried</p>
Request for Installation of Engine Retarder Brake Signage	<p>Resolution #CM20150908.1021 Moved By: Councillor Maxine Fodness Motion to submit a letter to Alberta Infrastructure and Transportation requesting approval for the installation of Engine Retarder Brake signs at the intersection of Highway 646 and Highway 29 and AT will make the determination on whether or not to erect a sign.</p> <p style="text-align: right;">Defeated</p>
Camp Whitney Bar-B-Que	<p>Council was presented with an invitation from Camp Whitney to a Bar-B-Que, in appreciation for the County's financial contribution to the construction of their dorms.</p>
CAO Report	<p>Resolution #CM20150908.1022 Moved By: Councillor Laurent Amyotte Motion to accept the CAO report as presented.</p> <p style="text-align: right;">Carried</p> <p>Resolution #CM20150908.1023 Moved By: Councillor Maxine Fodness Motion that administration send out a Request For Proposal for banking services and janitorial services commencing 2016.</p> <p style="text-align: right;">Carried</p>
Budget to Actual	<p>Resolution #CM20150908.1024 Moved By: Councillor Cliff Martin Motion to approve the budget to actual as of August 31, 2015.</p>

Carried

Council Fees

Resolution #CM20150908.1025

Moved By: Councillor Maxine Fodness
Motion to approve the Council Fees for the Month of August, 2015 as circulated.

Carried

Listing of
Accounts
Payable

Resolution #CM20150908.1026

Moved By: Councillor Glen Ockerman
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>
18773	August 7, 2015	22930 - 23020	\$537,003.28
Cheques Misprinted by Supplier		23021 - 23765	
18788	August 13, 2015	23766 - 23817	\$800,757.28
18812	August 25, 2015	23818 - 23842	\$120,432.80

Carried

Adjournment

Business on the agenda being concluded, Chairman S. Upham adjourned the meeting. Time: 11:19 a.m.

These minutes approved this 13th day of October, 2015.

Reeve

Chief Administrative Officer



Special Council Meeting - September 22, 2015

Start time : 11:00 AM

Minutes

Call to Order

The Special Meeting of the Council of the County of St. Paul was called to order by Deputy Reeve Cliff Martin at 11:00 a.m., Tuesday, September 22, 2015 at the County Office in St. Paul, there being present the following:

Councillor Glen Ockerman	Division 1
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
Kyle Attanasio	Dir. Leg. & Comm Services
Dennis Bergheim	Agricultural Fieldman
Keith Kornelson	Assistant Ag Fieldman

Absent:

Reeve Steve Upham	
Councillor Dwight Dach	Division 2

Additions to the Agenda and Acceptance of Agenda

Notice of the Special Meeting was posted in the County Office. Councillors were informed of the meeting via letter, as per section 194(3) of the M.G.A.

Resolution #SM20150922.1001

Moved By: Councillor Glen Ockerman

Motion to adopt the agenda for the special meeting as presented.

Carried

11:00 a.m. - Delegation, Glen Snethun, Senior Manager, AFSC

Glen Sneuthen, Senior Manager with AFSC, Jessie Cole, Research Analyst, and Connie Cherniwchan, with AFSC were admitted to the Council Room at 11:00 a.m. to give a presentation on crop insurance programs. AFSC is currently reviewing the programs, in an effort to keep up with inflation. The review process is triggered by stakeholders - industry groups, clients and government; environmental changes that could affect the program; increase in program costs; if it's been 5 years since the last review; and any other indication of an issue - decreasing participation rates. Council was also informed that Clients can use their crops for any purpose at any time, that AFSC does not dictate that a client must harvest their crop and the client can use all or part of a crop for feed, which is a common misconception amount producers. Following their presentation, the delegation left the Council Room at 12:30 p.m.

Resolution #SM20150922.1002

Moved By: Councillor Maxine Fodness

Motion to rescind Resolution No. CM20150811.1034 which stated that administration draft a resolution to bring to the AAMD&C Zone meeting regarding the Agriculture Assistance Programs.

Carried

Adjournment

Business on the agenda being concluded, Chairman C. Martin adjourned the meeting.
Time: 12:35 p.m.
These minutes approved this 13th day of October, 2015.

Reeve

Chief Administrative Officer

5. In Camera

5.1. IN CAMERA



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

Issue Summary Report

5.1. In Camera

#20151009015

Meeting : October 13, 2015

Meeting Date : 2015/10/13 10:00

Meeting Type : Council Meeting

Recommendation

Motion to go in camera as per section 25 of the FOIP Act - Land Matters

Additional Information

Originated By : pcorbiere

7. Delegation

- 7.1. 11:00 A.M. - CHARLENE WHISKEYJACK, ST. PAUL ANIMAL SHELTER
- 7.2. 11:30 A.M. - HAYING IN THE 30S
- 7.3. 1:00 P.M. - PUBLIC HEARING - BYLAW NO. 2015-18 - AMEND LUB - REZONE PSE 16-58-9-W4
- 7.4. 1:15 P.M. - PUBLIC HEARING - BYLAW NO. 2015-20 - AMEND LUB - REZONE PSE 5-58-9-W4
- 7.5. 1:30 P.M. - STAFF SGT. LEE BRACHMANN



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

Issue Summary Report

7.1. 11:00 a.m. - Charlene Whiskeyjack, St. Paul Animal Shelter

#20151005002

Meeting : October 13, 2015

Meeting Date : 2015/10/13 10:00

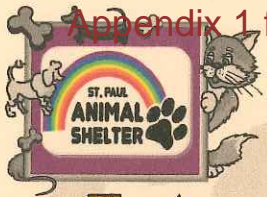
Meeting Type : Council Meeting

Background

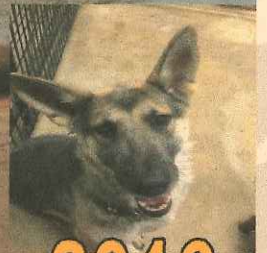
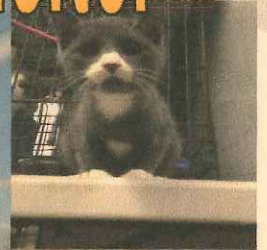
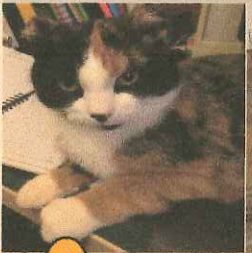
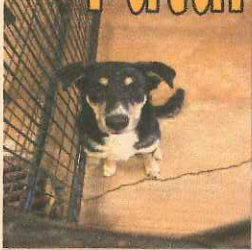
Charlene Whiskeyjack with the St. Paul Animal Shelter will be in to speak with Council about their plans to break ground at their new location in the Spring of 2016. She will also be talking about the funds they have raised to date and will be requesting financial assistance for their new building.

Additional Information

Originated By : pcorbiere



Future Home of the St. Paul Animal Shelter



Our goal is to break ground in Spring 2016

Sponsor \$100.00 per sq/ft for the construction of the new building
and receive recognition on the outside wall!

*Purchases can be made at:
St. Paul Animal Shelter
The Bone and Biscuit Co.*

Online at: www.stpaulanimalshelter.org

By Mail: St. Paul Animal Shelter Box 422 St. Paul, Alberta T0A 3A0

For more information contact the
Animal Shelter at 780-645-2262

Sponsor or Donate today!
Thank you!





PO BOX 422, 5417-50 Ave, St. Paul, AB T0A 3A0
780-645-2262

pawsofgold@live.ca www.stpaulanimalshelter.org

Registered Charity Number: 864352539RR0001

June 22, 2015

Dear Business Owner:

The Animal Shelter and Adoption Society for St. Paul and Area operates as the St. Paul Animal Shelter and is a no-kill shelter. We are currently in the process of fundraising for a new building to better assist the re-homing of 100's of homeless companion animals.

The Animal Shelter and Adoption Society for St. Paul and Area had purchased five acres of land nine kilometers west of St. Paul. Construction on the new 5000 sq foot building is in the first stages but requires additional funds to progress.

This is where you can help.

For only \$100 a sq foot you can sponsor construction of a new shelter building that can better serve the communities both in our area and across the province.

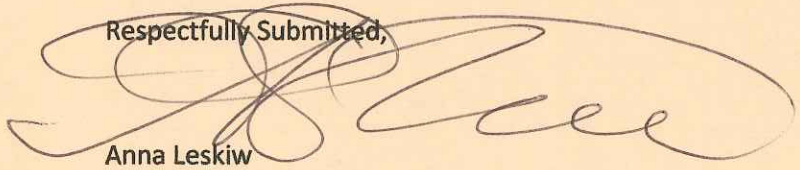
We network with other shelters and rescues across the province and sometimes the country in order to transport, transfer, or find placements for companion animals in need. We also provide community services including a volunteer and practicum program, Lost and Found services, Information services and more. With the new building we will be able to provide many more additional programs.

The shelter opened in October 2003 and relies on fundraising, donations, and volunteers to function. The shelter provides medical care to the animals with our consulting and volunteering veterinarian. This medical care includes: Spay/Neuter, microchipping, immunizations, deworming, flea/tick/ear mite removal/preventative, temperament and personality evaluations to all pets brought to the shelter before rehoming them through adoption.

Over a hundred pets in a year have found their permanent homes through us; some even as far as Nova Scotia, Vancouver, Toronto, and even Washington (USA). We have managed this with only thirteen indoor dog kennels (nineteen in the summer and spring), twenty-one for cats, foster homes for other pets and a very limited quarantine area. Unfortunately, we have to turn many pets away each year due to lack of space and retaining our no-kill status.

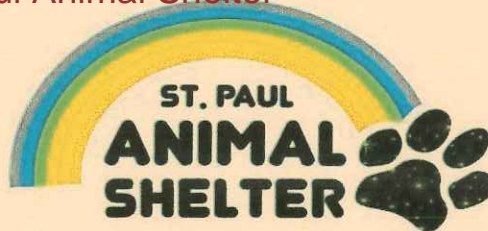
The first phase of construction is one out of a five phase plan. Upon completion of this phase the current shelter will be able to move to the new site and operate from the new building while completing the next four phases. If you would like more information on this or any of the shelter's future projects feel free to contact us at any time. Thank you for your considerations and support in helping us to keep a "safe haven" for all the stray animals in St. Paul and surrounding area.

Respectfully Submitted,



Anna Leskiw

President on Shelter Board.



Check one/ Enter Contribution amount:

☐ **100-400** \$ _____

☐ **1000-5000** \$ _____

☐ **500-1000** \$ _____

☐ **Over 5000**
LOGO \$ _____

Please make my nameplate (check all that apply)

☐ In Memory Of _____

☐ Corporate: Business
Name _____

☐ In the Name Of _____

☐ Logo attached

☐ I do not want a nameplate, I would like a tax receipt instead.

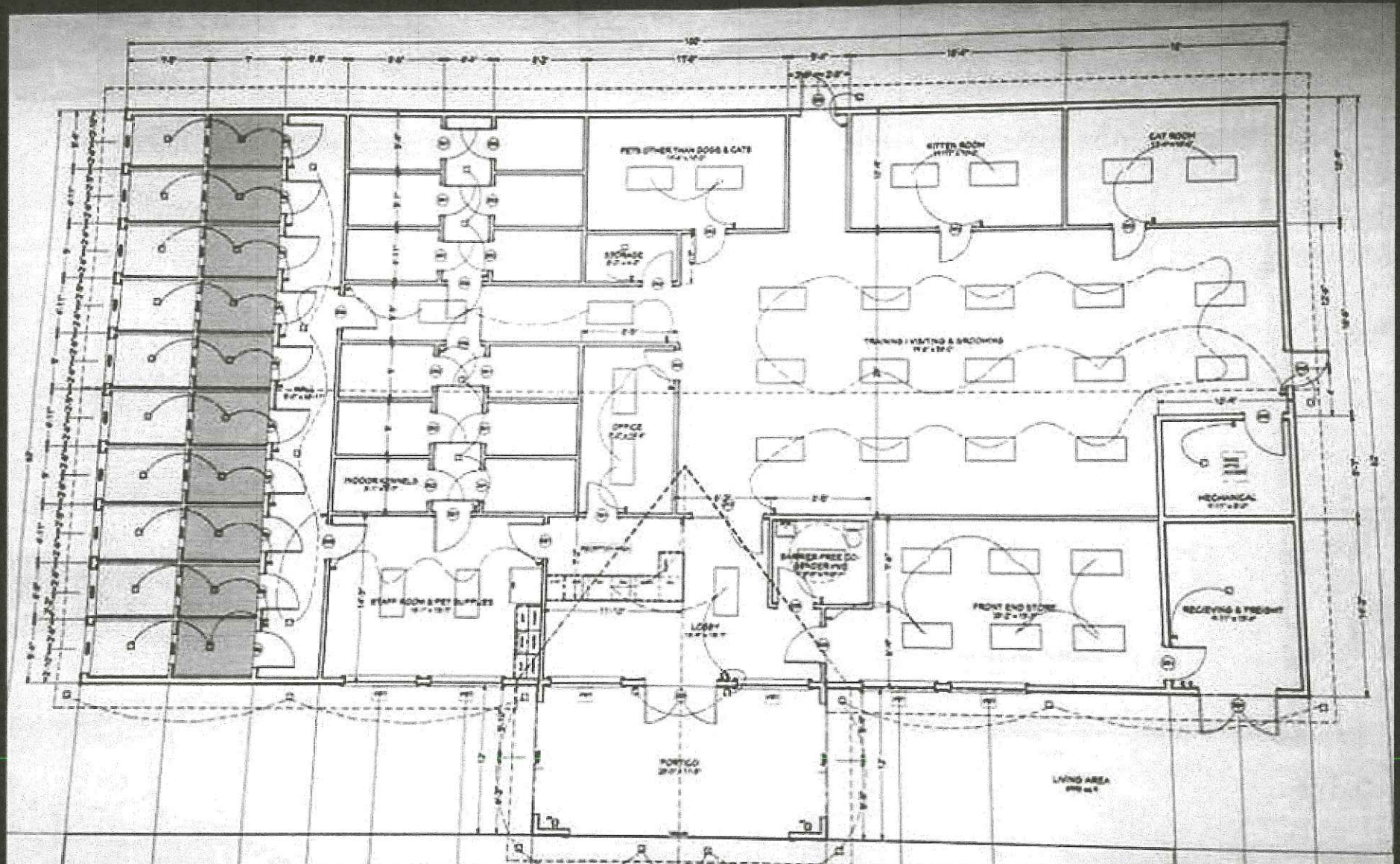
Name:

Address:

Phone Number:

Donation may be made online through Paypal, at the shelter or by mail
St. Paul Animal Shelter, PO Box 422, St. Paul, AB T0A 3A0
780-645-2262

Thank-You





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

Issue Summary Report

7.2. 11:30 a.m. - Haying in the 30s

#20151005003

Meeting : October 13, 2015

Meeting Date : 2015/10/13 10:00

Meeting Type : Council Meeting

Background

Directors of Haying in the 30s will be in to speak with Council about extending their lease on the W 1/2 SE 24-60-10-W4 to include 16.50 acres on the W 1/2 NE 24-60-10-W4. The W 1/2 NE 24-60-10-W4 is currently leased, but it is an annual lease which expires at the end of December, 2015. This is the property that Haying in the 30s uses for parking.

They will also be requesting to store and use an industrial size oven in the old fire hall in Mallaig.

Additional Information

Originated By : pcorbiere

Appendix 1 for 7.2.: Haying in the 30s Letter

October 6 2015

County of St. Paul No. 19

St. Paul, AB

ATTENTION: Phyllis CORBIERE

RE: Agenda

Good day, this letter serves as our request to add Haying in the 30's Cancer Society to the agenda for your meeting to be held on Tuesday October 13, 2015, at 11:30 AM. We will be presenting for discussion the renewal of our lease agreement,

And the request to store and use an industrial size oven in the old Mallaig Fire Hall.

Thank you for your time in hearing our presentations.

Thank you.

Haying in the 30's Cancer Supper Society

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

Issue Summary Report

7.3. 1:00 p.m. - Public Hearing - Bylaw No. 2015-18 - Amend LUB - Rezone PSE 16-58-9-W4

#20151006001

Meeting : October 13, 2015

Meeting Date : 2015/10/13 10:00

Meeting Type : Council Meeting

Background

At the July 8, 2015 meeting, Council gave first reading to Bylaw No. 2015-18, which is a bylaw to amend LUB Bylaw No. 2013-50 as it relates to rezoning 25.09 acres in PSE 16-58-9-W4 from Agricultural to Industrial Commercial. The owner will be using the property to store infrastructure equipment etc.

Bylaw No. 2015-18 was advertised in the St. Paul Journal the weeks of September 29th and October 6th and the adjacent landowners were notified via letter post.

RSVPs were sent out for a public consultation to be held September 1, 2015 but there were no favorable replies, so there was no need for the public consultation.

Krystle Fedoretz will attend this Public Hearing.

Recommendation

Motion to proceed to Public Hearing scheduled for 1:00 p.m. to discuss Bylaw No. 2015-18, which is a bylaw to amend Land Use Bylaw No. 2013-50 as it relates to rezoning 25.09 acres in PSE 16-58-9-W4 from Agricultural to Industrial/Commercial.

Additional Information

Originated By : pcorbiere

COUNTY OF ST. PAUL NO. 19
BY-LAW NO. 2015-18

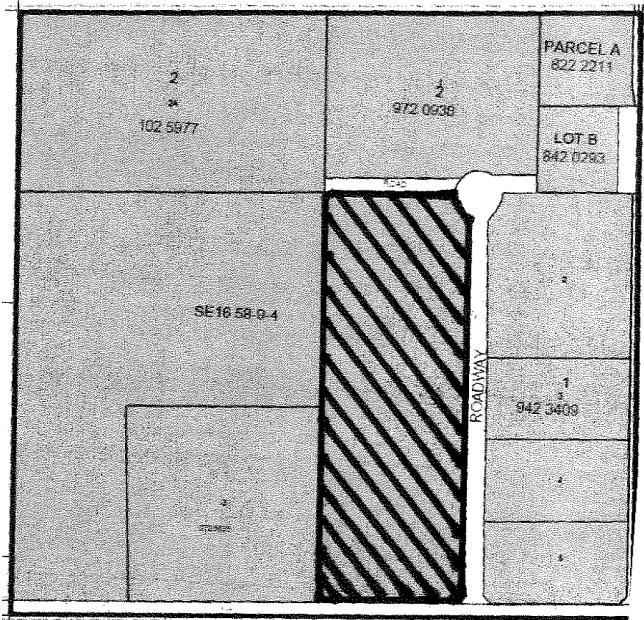
A By-law of the County of St. Paul No. 19 in the Province of Alberta to amend the Land Use Bylaw No. 2013-50

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 Industrial Commercial
- FOR: 25.09 acres in PSE 16-58-9-W4



Read a first time in Council this 8th day of July, A.D. 2015.

Advertised the 29th day of September, A.D. 2015, and the 6th day of October, 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 REZONING APPLICATION

Name of Applicant: Lemalu Holdings Ltd. Email: leo@mcsnet.ca

Mailing Address: Box 98, St. Paul, AB T0A 3A0

Telephone (Home): _____ (Business): 780-645-4417 ext. 240 (Fax): 780-645-5745

Registered Owner (if not applicant): _____

Mailing Address: _____

Telephone (Home): _____ (Business): _____ (Fax): _____

1. LEGAL DESCRIPTION OF LAND TO BE REZONED:

- a) All / part of the SE $\frac{1}{4}$ 16 section 58 township 9 range W4M
- b) Being all / parts of Lot _____ Block _____ Registered Plan _____
- c) Total area of the above parcel of land to be rezoned is 25.09 acres _____ (hectares)

2. ZONING INFORMATION:

- a) Current Zoning as per the Land Use Bylaw 2013-50: agricultural
- b) Desired Zoning as per the Land Use Bylaw 2013-50: commercial/industrial
- c) Proposed use as per the Land Use Bylaw 2013-50: agricultural/commercial
- d) Is the proposed use a permitted or discretionary use: discretionary
- e) Is the proposed parcel located within an Area Structure Plan or Inter-municipal Development Plan? yes

f) Information in support of the rezoning:

MCSNet Div. of LEMALU HOLDINGS Ltd. is continually growing and expanding its services in Alberta and Western Saskatchewan. Due to continued growth, MCSNet has acquired this property in order to consolidate its storage of infrastructure equipment etc. This property provides storage capacity that was previously spread out between 4 different locations as MCSNet has very limited storage space at its main shop location in the town of St. Paul.

Appendix 2 for 7.3.: Rezoning Application

3. LOCATION OF LAND TO BE REZONED:

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

If "yes", the adjoining municipality is _____

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

If "yes" the highway is No. 881

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

If "yes", state its name _____

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

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

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

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

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

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

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

4. PHYSICAL CHARACTERISTICS OF LAND TO BE SUBDIVIDED:

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

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

hayfield, dugouts

5. WATER SERVICES:

a) Existing Source of Water: dugouts

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

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

Appendix 2 for 7.3.: Rezoning Application

6. SEWER SERVICES:

a) Existing sewage disposal: none

b) Proposed sewage disposal: not applicable

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

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

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

Appendix 2 for 7.3.: Rezoning Application

REGISTERED OWNER OR PERSON ACTING ON BEHALF:

I, Leo VanBrabant hereby certify that (check one):

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

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

Agent Signature

Date


Owner Signature

June 12/15
Date

Owner Signature

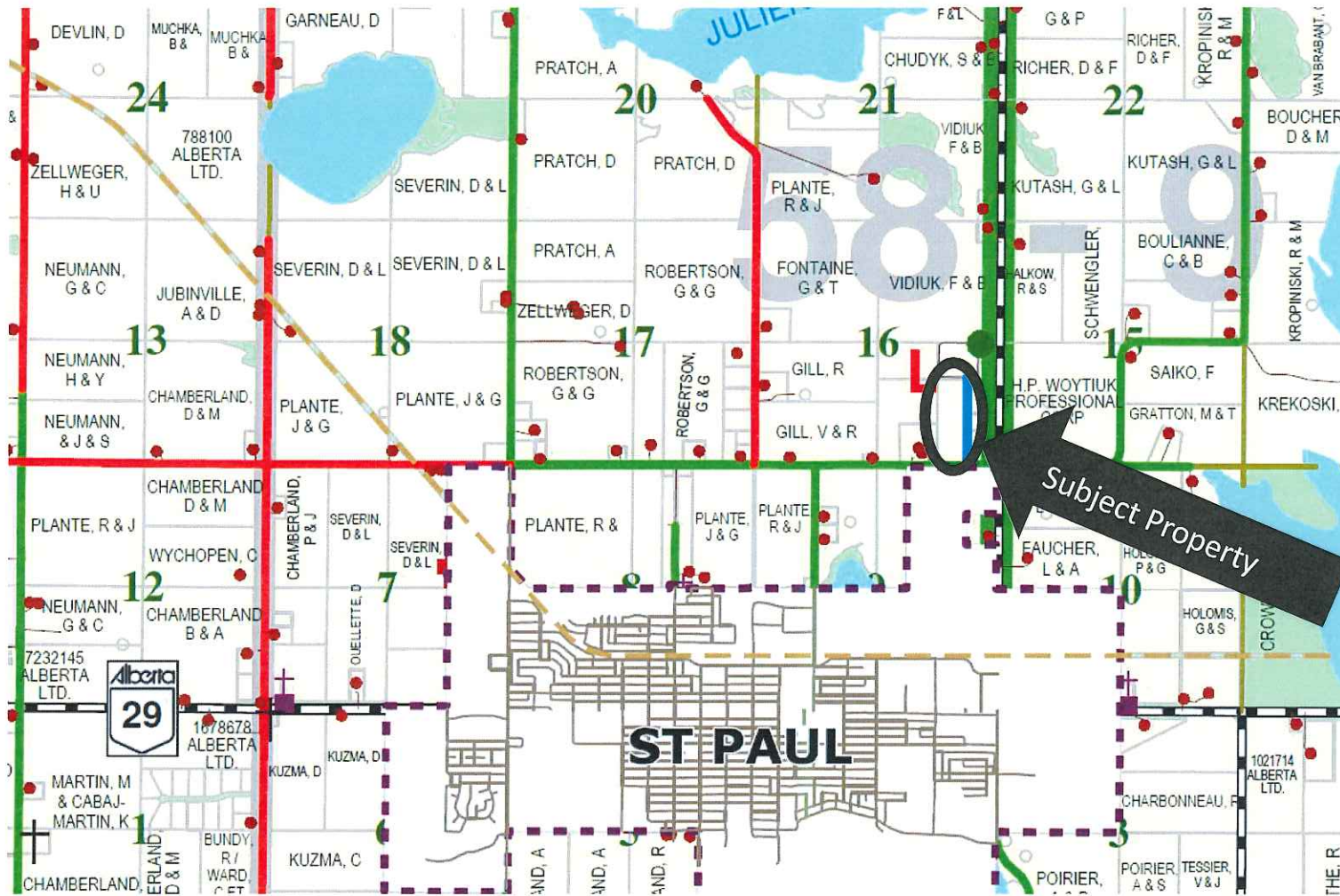
Date

Appendix 2 for 7.3.: Rezoning Application



Appendix 2 for 7.3.: Rezoning Application

General Location Map





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

Issue Summary Report

7.4. 1:15 p.m. - Public Hearing - Bylaw No. 2015-20 - Amend LUB - Rezone PSE 5-58-9-W4

#20151006002

Meeting : October 13, 2015

Meeting Date : 2015/10/13 10:00

Meeting Type : Council Meeting

Background

At the August 11, 2015 meeting, Council gave first reading to Bylaw No. 2015-20, which is a bylaw to amend LUB Bylaw No. 2013-50 as it relates to rezoning 10 acres in PSE 5-58-9-W4 from Agricultural to Country Residential. The applicant wants to subdivide the yardsite out.

Bylaw No. 2015-20 was advertised in the St. Paul Journal the weeks of September 29th and October 6th and the adjacent landowners were notified via letter post.

Two people attended the public consultation held on September 8, 2015.

Krystle Fedoretz will attend this Public Hearing.

Recommendation

Motion to proceed to Public Hearing scheduled for 1:15 p.m. to discuss Bylaw No. 2015-20, which is a bylaw to amend Land Use Bylaw No. 2013-50 as it relates to rezoning 10 acres in PSE 5-58-9-W4 from Agricultural to Country Residential One (CR1).

Additional Information

Originated By : pcorbiere

COUNTY OF ST. PAUL REZONING APPLICATIONName of Applicant: DONALD BELLAUD Email: _____Mailing Address: P.O. Box 1387 ST Paul ALTA. TOA-3A0Telephone (Home): 780-645-4968 (Business): _____ (Fax): _____Registered Owner (if not applicant): RITA BELLAUDMailing Address: 1387 ST PAUL ALTA. TOA-3A0Telephone (Home): 780 645 3826 (Business): _____ (Fax): _____**1. LEGAL DESCRIPTION OF LAND TO BE REZONED:**

- a) All / part of the SE $\frac{1}{4}$ 5 section 58 township 9 range W4M
- b) Being all / parts of Lot _____ Block _____ Registered Plan _____
- c) Total area of the above parcel of land to be rezoned is 10 acres _____ (hectares)

2. ZONING INFORMATION:

- a) Current Zoning as per the Land Use Bylaw 2013-50: ~~(Farm Land)~~ Agriculture
- b) Desired Zoning as per the Land Use Bylaw 2013-50: ~~(Residence)~~ Country Residential One
- c) Proposed use as per the Land Use Bylaw 2013-50: ~~(TITLE to Residence)~~ Single Detached Dwelling
- 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? Yes.
St. Paul Inter-municipal Development Plan.
- f) Information in support of the rezoning:

TITLE TO House (Residence.)

Appendix 1 for 7.4.: Rezoning Application

3. LOCATION OF LAND TO BE REZONED:

a) Is the land situated immediately adjacent to the municipal boundary?

Yes ☒

No ☒

If "yes", the adjoining municipality is

Town of St. Paul

b) Is the land situated within 0.8 kilometres of the right-of-way of a highway?

Yes ☐

No ☒

If "yes" the highway is No.

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

Yes ☒

No ☒

If "yes", state its name

Upper Therien Lake

d) Are there any oil/gas wells on or within 100 metres of the subject property(s)?

Yes ☐

No ☒

e) Is the proposed parcel within 1.5 kilometres of a sour gas facility?

Yes ☐

No ☒

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

g) Is there an abandoned oil or gas well or pipeline on the property?

Yes ☐

No ☒

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

h) Is the proposed parcel within 1.5 km of a Confined Feeding Operation?

Yes ☐

No ☒

ii) Does the proposed parcel contain a slope greater than 15%

Yes ☐

No ☒

4. PHYSICAL CHARACTERISTICS OF LAND TO BE SUBDIVIDED:

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

FLAT

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

Creek, some low poorly drained, under crop.

Farm yard

5. WATER SERVICES:

a) Existing Source of Water:

Town of St Paul

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

☒ Proposed water supply to new lots by a licensed (surface) water distribution system;

☐ Proposed water supply to new lots by cistern and hauling;

☐ Proposed water supply to new lots by individual water wells.

Appendix 1 for 7.4.: Rezoning Application

6. SEWER SERVICES:

- a) Existing sewage disposal: Town Sewage
- b) Proposed sewage disposal: " "

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

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

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

Appendix 1 for 7.4.: Rezoning Application

REGISTERED OWNER OR PERSON ACTING ON BEHALF:

I, DONALD BELLAND hereby certify that (check one):

☐ I am the registered owner; or

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

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

Agent Signature

Date

Donald Belland
~~Owner~~ Signature
Agent

07-01-2015
Date

Owner Signature

Date

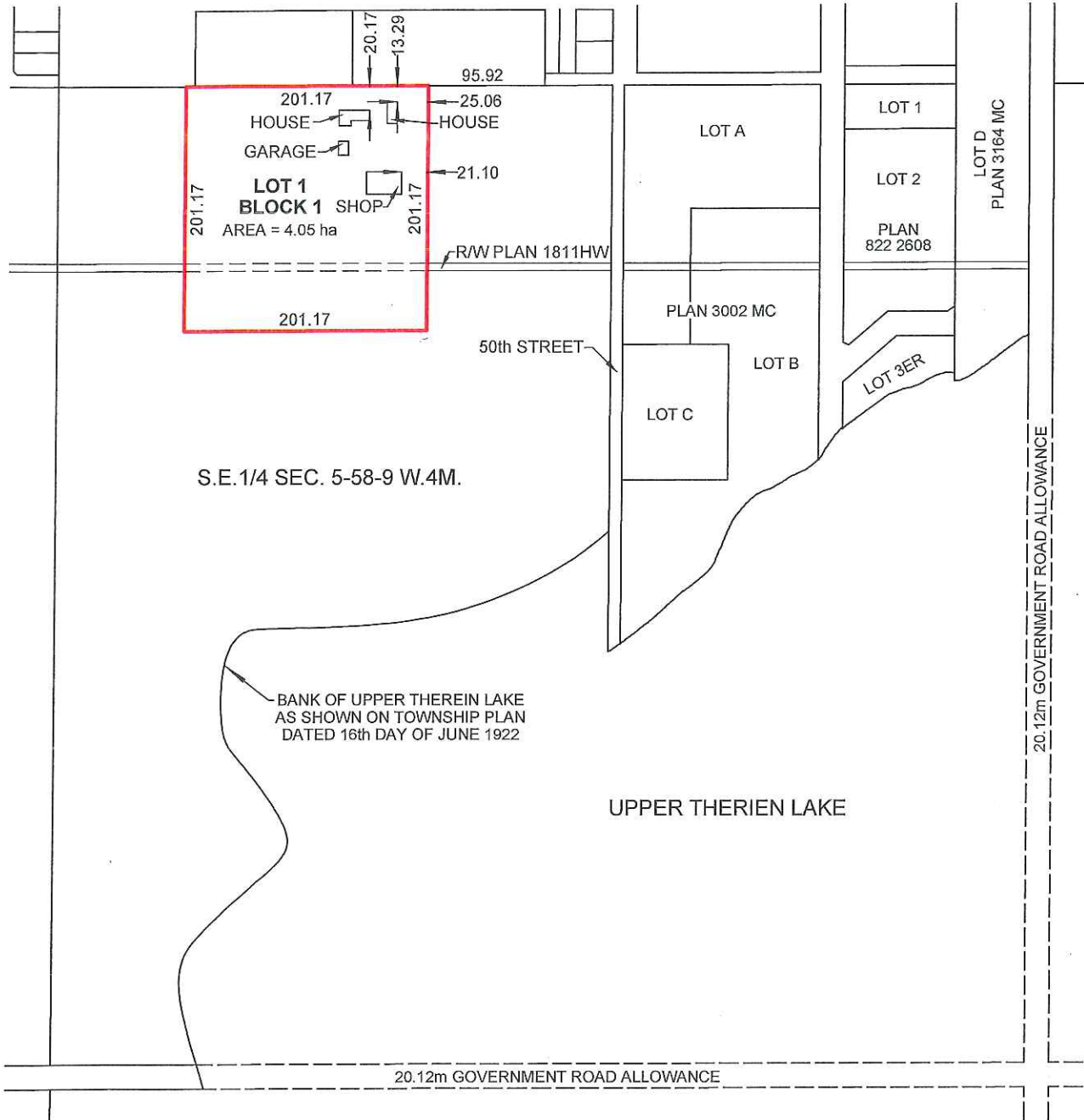
PAGE 1 OF 2

TENTATIVE PLAN

SHOWING PROPOSED SUBDIVISION WITHIN

S.E.1/4 Sec.5 Twp.58 Rge.9 W.4M.

COUNTY OF ST. PAUL NO. 19



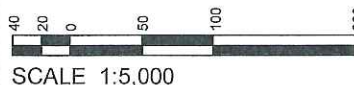
LEGEND:

Proposed Parcel 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	JULY 14, 2015

Job X149414

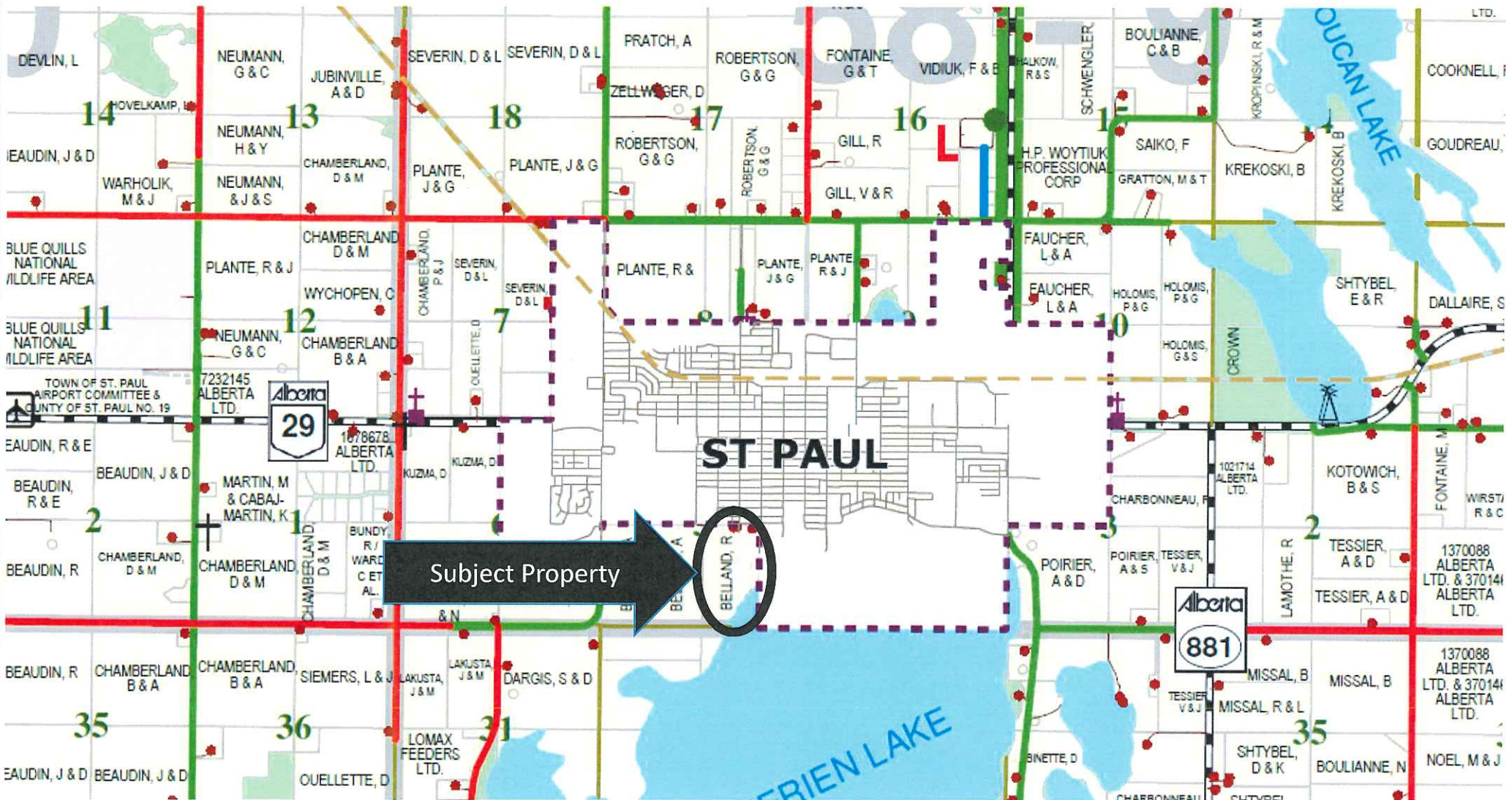
Rev. 0

SURVEYED BY: --

CALC'D BY: J.O.

DRAWN BY: J.O.

General Location Map





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

Issue Summary Report

7.5. 1:30 p.m. - Staff Sgt. Lee Brachmann

#20151006008

Meeting : October 13, 2015

Meeting Date : 2015/10/13 10:00

Meeting Type : Council Meeting

Background

S/Sgt. Lee Brachmann will be in to provide a Statistical Update.

Additional Information

Originated By : pcorbiere

8. New Business

- 8.1. CHAMBER OF COMMERCE - SMALL BUSINESS WINE & CHEESE - OCT. 22
- 8.2. ST. PAUL JOURNAL'S READER'S CHOICE COCKTAIL & AWARDS NIGHT - OCT. 23
- 8.3. ALBERTA FIRE CHIEF ASSOCIATION - AB CONSTRUCTION CODES SEMINAR - OCT. 14 & 15
- 8.4. 2015 TRAVEL ALBERTA INDUSTRY CONFERENCE - OCT. 25 -27
- 8.5. ANNUAL WESTERN CANADA EMERGENCY SERVICES LEADERSHIP SEMINAR - OCT. 27 & 28
- 8.6. BELLAMY FORUM - NOV. 4 & 5
- 8.7. 2015 AB EMERGENCY MGMNT AGENCY (AEMA) STAKEHOLDER SUMMIT - NOV. 30 & DEC. 1
- 8.8. DATE FOR ORGANIZATIONAL MEETING
- 8.9. DATE FOR CAO EVALUATION
- 8.10. REQUEST FOR SENIOR TRANSPORTATION GRANT
- 8.11. REQUEST FOR FUNDING - WILLIAMS' HAUNTED HOUSE
- 8.12. REQUEST FOR DONATION - 34TH ANNUAL ST. PAUL ELKS RADIO AUCTION
- 8.13. REQUEST FOR DONATION - 8TH ANNUAL CLASSIC FARMER'S SPIEL
- 8.14. BYLAW NO. 2015-04 - FIRE PROTECTION SERVICES BYLAW
- 8.15. BYLAW NO. 2015-21 - UTILITIES BYLAW
- 8.16. BYLAW NO. 2015-22 - NOISE BYLAW
- 8.17. BYLAW NO. 2015-23 - MUNICIPAL AND RESERVE LANDS REGULATION BYLAW
- 8.18. BYLAW NO. 2015-24 - AMEND LUB - REZONE PNE 11 -57-9-W4 FROM AG TO CR(1)
- 8.19. BYLAW NO. 2015-25 - LICENCE ROAD ALLOWANCE BETWEEN SW 27 AND SE 28-57-10-W4

- 8.20. BYLAW NO. 2015-26 - AMEND LUB - WORDING
CHANGE - SECTION 7.30
- 8.21. HR-108 - SHORT TERM DISABILITY POLICY
- 8.22. FES 109 - ST. PAUL FIRE DEPARTMENT LEVEL OF
SERVICE POLICY
- 8.23. FES 110 - ASHMONT FIRE DEPARTMENT LEVEL OF
SERVICE POLICY
- 8.24. FES 111 - MALLAIG FIRE DEPARTMENT LEVEL OF
SERVICE POLICY
- 8.25. ROAD CANCELLATION - ROAD PLAN 4354EO IN NE
& SW 8-57-10-W4
- 8.26. ROAD CANCELLATION - ROAD PLAN 1924AG IN NE
8-59-10-W4
- 8.27. ROAD CANCELLATION - ROAD PLAN 649BM IN NE
21-57-9-W4
- 8.28. ROAD CANCELLATION - ROAD PLAN 3215HW IN SW
9-59-10-W4
- 8.29. ROAD CANCELLATION - ROAD PLAN 4007BM IN
SECTION 6-57-7-W4
- 8.30. ROAD CONSTRUCTION EASEMENTS
- 8.31. 2015 STRATEGIC PLAN UPDATE - 3RD QUARTER
- 8.32. EMERGENCY MANAGEMENT SUB PLANS
- 8.33. PAYROLL SERVICES AGREEMENT - MALLAIG
MINOR HOCKEY
- 8.34. REQUEST FOR LETTER OF SUPPORT - ST. PAUL
JUNIOR B CANADIANS
- 8.35. ELK POINT ISSUES - AIRPORT & HEALTH CENTRE
- 8.36. ST. PAUL RESCUE TRUCK TO ASHMONT FIRE
DEPARTMENT
- 8.37. ALBERTA COMMUNITY PARTNERSHIP GRANT -
NEW RADIO INFRASTRUCTURE



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

Issue Summary Report

8.1. Chamber of Commerce - Small Business Wine & Cheese - Oct. 22 #20151009007

Meeting : October 13, 2015

Meeting Date : 2015/10/13 10:00

Meeting Type : Council Meeting

Background

The St. Paul Chamber of Commerce is inviting the County to their Small Business Wine and Cheese event on October 22, from 5:30 - 8:00 p.m. at the CPAC Conference. They are also requesting that Reeve Upham offer a few words on behalf of the County.

Recommendation

Information

Additional Information

Originated By : pcorbiere



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

Issue Summary Report

8.2. St. Paul Journal's Reader's Choice Cocktail & Awards Night - Oct. 23 #20150928005

Meeting : October 13, 2015

Meeting Date : 2015/10/13 10:00

Meeting Type : Council Meeting

Background

The St. Paul Journal is hosting the Reader's Choice Cocktail and Awards Night on October 23rd. They will also be honoring the Business of the Year - one that has made outstanding contributions in service, community-mindedness, visibility, and support for the people and events of the area. They are currently accepting nominations for business of the year.

Deadline to RSVP and submit nominations is today, Tuesday, October 13th.

Recommendation

Information.

Additional Information

Originated By : pcorbiere



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

Issue Summary Report

8.3. Alberta Fire Chief Association - AB Construction Codes Seminar - Oct. 14 & 15 #20151008003

Meeting : October 13, 2015

Meeting Date : 2015/10/13 10:00

Meeting Type : Council Meeting

Background

The AFCA - Alberta Construction Codes Seminar will be held October 14 & 15, 2015 in Edmonton. Registration for the Seminar is \$695. Councillor Dach has expressed interest in attending as it pertains to the Elk Point Fire Committee.

Recommendation

Administration is recommending to approve Councillor D. Dach to attend the AFCA Alberta Construction Codes Seminar on October 14 & 15, 2015 in Edmonton.

Additional Information

Originated By : pcorbiere



Alberta Construction Codes Seminars

October 2015

Agenda

(as of 15 July 2015)

Wednesday, October 14, 2015 - Day 1 – Devonian Room	
7:30 – 8:30	Registration – Devonian Foyer
8:30 – 9:00	Welcome, Overview of National Codes, Alberta Variants
9:00 – 10:15	Building envelope; Radon gas protection; Structural updates
10:15 – 10:30	Break
10:30 – 11:45	Windows; HVAC and Plumbing; Fire Safety: fire alarms, penetrations
12:00 – 13:15	Lunch – on your own
13:15 – 14:30	Fire safety: spatial separations; Variant: Mid-rise wood construction; Hazardous materials and activities
14:30 – 14:45	Break
14:45 – 16:30	Care occupancy; residential care and secondary suites Stairs, ramps, handrails and guards
16:30	Questions / End of day
Thursday, October 15, 2015 - Day 2 - Devonian Room	
8:00 – 8:30	Registration – Devonian Foyer
8:30 – 9:00	Overview of New Energy Requirement
9:00 – 10:30	National Energy Code for Buildings Building envelope; Lighting; HVAC Service water heating; Electrical Power Systems and Motors; Performance compliance
10:30 – 10:45	Break
10:45 – 12:00	NBC Housing and Small Building Energy Requirements Building envelope; HVAC and service water heating; Performance compliance
12:00 – 12:30	What's coming up / Questions / End of day two



National Research
Council Canada

Conseil national de
recherches Canada





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

Issue Summary Report

8.4. 2015 Travel Alberta Industry Conference - Oct. 25 -27

#20151008002

Meeting : October 13, 2015

Meeting Date : 2015/10/13 10:00

Meeting Type : Council Meeting

Background

The Travel Alberta Industry Conference will be held October 25-27, 2015 in Banff. Registration for the conference is \$446.25.

Information about the conference can be viewed at:

<http://industry.travelalberta.com/news/046f837888ab48368b3f6a276048d559/save-the-date-2015-travel-alberta-industry-conference>.

Councillor Dach has expressed interest in attending as it pertains to the Alberta's Lakeland DMO Committee he sits on.

Recommendation

Administration is recommending to approve Councillor D. Dach to attend the Travel Alberta Industry Conference from October 25-27, 2015 in Banff.

Additional Information

Originated By : pcorbiere



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

Issue Summary Report

8.5. Annual Western Canada Emergency Services Leadership Seminar - Oct. 27 & 28

#20151008001

Meeting : October 13, 2015

Meeting Date : 2015/10/13 10:00

Meeting Type : Council Meeting

Background

The Annual Western Canada Emergency Services Leadership Seminar will be held October 27 & 28, 2015 in Leduc. Registration for the conference is \$489.

Information about the conference can be viewed at:
www.emergencyservicesleadershipconference.com.

Recommendation

Motion to approve Bryan Bespalko to attend the 5th Annual Western Canada Emergency Services Leadership seminar on October 27 & 28, 2015 in Leduc.

Additional Information

Originated By : pcorbiere



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

Issue Summary Report

8.6. Bellamy Forum - Nov. 4 & 5

#20151008007

Meeting : October 13, 2015

Meeting Date : 2015/10/13 10:00

Meeting Type : Council Meeting

Background

The Annual Bellamy Forum will be held November 4 & 5, 2015 at the Double Tree by Hilton in Edmonton.
(Bellamy is the County's software provider.)

Recommendation

Motion to approve the appropriate staff to attend the 2014 Bellamy Forum on November 4 & 5 in Edmonton.

Additional Information

Originated By : pcorbiere



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

Issue Summary Report

8.7. 2015 AB Emergency Mgmt Agency (AEMA) Stakeholder Summit #20151009017 - Nov. 30 & Dec. 1

Meeting : October 13, 2015

Meeting Date : 2015/10/13 10:00

Meeting Type : Council Meeting

Background

The 2015 AEMA Stakeholder Summit will be held November 30 and December 1, 2015 in Calgary. Councillor Dach has expressed interest in attending as it relates to the Fire Committee and Fire Chief's Association.

Recommendation

Administration is recommending to approve Bryan Bespalko and Councillor D. Dach to attend the AEMA Stakeholder Summit on November 30 and December 1, 2015 in Calgary.

Additional Information

Originated By : pcorbiere

**Alberta Emergency Management Agency
2015 STAKEHOLDER SUMMIT AGENDA
November 30 – December 1, 2015
Westin Hotel, Calgary, Alberta**

DAY 1	Monday, November 30, 2015			
07:30 – 08:45	Hot Breakfast and Registration			
08:45 – 09:00	Welcome and announcements			
09:00 – 09:10	Welcoming remarks from the Minister of Municipal Affairs			
09:10 – 09:25	Opening and Welcome Remarks by AEMA Managing Director			
09:25 – 10:30	Keynote 1 – Tom Sampson – Learning the Hard Way – the Evolution of Emergency Management			
10:30 – 10:50	Move to Breakout Sessions A			
Concurrent Sessions 10:50 – 11:50	A1 Communications	A2 Lessons Learned	A3 Partnerships	A4 Future Trends
	Operational Stress Injuries Jeremy Wagner Office of the Fire Commissioner	A Pragmatic Approach to Operating an EOC Patrick McCabe & Christina Franklin City of Calgary	READYCALGARY Charles Bowerman City of Calgary	Water Shortage/Drought Management in Alberta John Conrad & Kevin Wilkinson Environment and Parks
11:50 – 12:00	Move to Main Ballroom for Lunch			
12:00 – 13:00	Lunch			
13:00 – 13:05	Reassemble after Lunch			
13:05 - 14:15	Panel Discussion – Dangerous Goods Transportation by Rail			
14:15 – 14:30	Move to Breakout Sessions B			
Concurrent Sessions 14:30 – 15:30	B1 Communications	B2 Lessons Learned	B3 Partnerships	B4 Future Trends
	Navigating the Terrain to Emergency Management Partnership Grande Prairie Regional Emergency Partnership Representative	Panel Discussion on Arson and Investigations Jeff Henricks (Forestry), Peter Tewfik (RCMP), Leigh Sawicki (Wetaskiwin) Don Rosland (Office of the Fire Commissioner)	Project Zero Presentation Jacen Abrey & Tom Littlechild Office of the Fire Commissioner	AEMA Initiatives Update Shane Schreiber & Dave Galea, Alberta Emergency Management Agency
15:30 – 15:40	Move to Ballroom			
15:40 – 16:40	Plenary 1 - Rodney Schmidt – 2015 High Level Region Wildfires: A Lesson in Regional Cooperation			
17:30	Reception			
18:00	Buffet Dinner			
19:30	Dinner Speaker – Dr. Marvin Washington – The Power of Leadership			
21:00	Close			

Alberta Emergency Management Agency
2015 STAKEHOLDER SUMMIT AGENDA
November 30 – December 1, 2015
Westin Hotel, Calgary, Alberta

DAY 2	Tuesday, December 1, 2015				
07:45 – 08:45	Hot Breakfast and Registration				
08:45 – 08:50	Welcome and Announcements				
08:50 – 09:50	Keynote 2 – Jean Slick – The Characteristics of Disaster Volunteerism in a Digital Age: Implications for Emergency Management Practice				
09:50 – 10:10	Alberta Emergency Management Agency Achievement Awards				
10:10 – 10:40	Move to Breakout Sessions C				
Concurrent Sessions 10:40 – 11:50	C1 Communications	C2 Lessons Learned	C3 Partnerships	C4 Future Trends	C5
	Community Emergency Management Program Rein Tonowski & Daryl Mahoney, Alberta Emergency Management Agency	Animal Rescue Plan Carly Benson & Lisa Coyne, Town of High River	Incident Management Team Development and Certification Mark Eckley	Handling of Fatalities Dr. Gofton Office of the Chief Medical Examiner	Urban Interface Wildfire Fighting Training Jamie Coutts (Lesser Slave Regional Fire Service), Office of the Fire Commissioner, Alberta Emergency Management Agency
11:50 – 12:00	Move to Main Ballroom for Lunch				
12:00 – 13:00	Lunch				
13:00 – 13:15	Move to Breakout Sessions D				
Concurrent Sessions 13:15 – 14:15	D1 Communications	D2 Lessons Learned Conference	D3 Partnerships	D4 Future Trends	D5
	Industry Relations Darren Butte Husky Energy	EMX 16 Discussion and Information Gathering Tom Sand Alberta Emergency Management Agency	Emergency Social Services: Who's Coming to your Reception Centre? Scott Cameron Emergency Social Services Network of Alberta	Asset Retention Kylie Degeling EPCOR	An Emergency Management Professional Association for Alberta? Shane Schreiber (Alberta Emergency Management Agency), Scott Holland (IAEM Alberta Regional Office), Tom Sampson (City of Calgary), Claire Mehan (NAIT)
14:15 – 14:30	Move to Main Ballroom for Keynote 3				
14:30 – 15:30	Plenary 2 – Roy Langer – Critical Incident Stress Management				
15:30 – 15:45	Concluding remarks				



**Alberta Emergency Management Agency
2015 STAKEHOLDER SUMMIT AGENDA
November 30 – December 1, 2015
Westin Hotel, Calgary, Alberta**

November 30, 2015, 10:50-11:50	
A1 - Operational Stress Injuries Jeremy Wagner, Office of the Fire Commissioner	
<p>The presentation will touch on Operational Stress injuries, signs and symptoms, coping mechanisms, Peer Support Programs and share personal experiences with PTSD and other related struggles.</p>	
A2 - A Pragmatic Approach to Operating an Emergency Operations Centre Patrick McCabe & Christina Franklin, City of Calgary	
<p>As part of EMX 15 (AEMA's Emergency Management Exercise 2015), Can-TF2 (Canada Task Force 2) Incident Management Team coached and supported Thorhild's local administration in the county's Emergency Operations Centre. This presentation will share the visual aids, tools and processes that were introduced to further the capability of the county Emergency Operations Centre.</p>	
A3 - READYCALGARY – Developing a Community-focused Emergency Management Program Charles Bowerman, City of Calgary	
<p>READYCALGARY is a comprehensive, all-hazards emergency management program for community leaders and citizens. Developed by the Calgary Emergency Management Agency (CEMA) in collaboration with key stakeholders, this program was designed to inform, educate and build resiliency to the impacts of emergencies and disasters in Calgary. This presentation will present the methodology and development process, which informed the creation of this initiative and examine the concept of community resilience in emergency management.</p>	
A4 – Water Shortage/Drought Crisis in Alberta John Conrad & Kevin Wilkinson, Alberta Environment and Parks	
<p>This presentation will highlight the increasing threat and associated impacts of drought in Alberta. The presentation will illustrate the level of threat and impacts using examples from 2015.</p>	



**Alberta Emergency Management Agency
2015 STAKEHOLDER SUMMIT AGENDA
November 30 – December 1, 2015
Westin Hotel, Calgary, Alberta**

November 30, 2015, 14:30-15:30	
B1 - Navigating the Terrain to Emergency Management Partnership Grande Prairie Regional Emergency Partnership representative	
<p>A presentation from representatives of the Grande Prairie Regional Emergency Partnership, that will discuss some of the reasons why they pursued regional emergency management, what some of the benefits have been, what some considerations were moving through the process, and some of the road blocks that were encountered.</p>	
B2 - Panel Discussion on Arson and Investigations Jeff Henricks (Alberta Forestry), Peter Tewfik (Royal Canadian Mounted Police), Leigh Sawicki (City of Wetaskiwin), Don Rosland (Office of the Fire Commissioner)	
<p>A panel discussion consisting of representatives from the Office of the Fire Commissioner, the City of Wetaskiwin, Alberta Forestry and the Royal Canadian Mounted Police- K Division. The panel will discuss arson fires in Alberta with examples from Chief Sawicki on the serial arsonist fires that occurred recently in Wetaskiwin. The panel will also touch on a variety of methods used during investigations of serial arson in a municipal context, as well as examples that are relevant to wildfires.</p>	
B3 - Project Zero Tom Littlechild & Jacen Abrey, Office of the Fire Commissioner	
<p>A presentation on Project Zero, a program that is intended to address and help reduce the problem of fire fatalities in First Nations.</p>	
B4 - AEMA Initiatives Updates Shane Schreiber & Dave Galea, Alberta Emergency Management Agency	
<p>A presentation provided by Shane Schreiber and Dave Galea on the initiatives that AEMA is currently pursuing and advancing, as well as an opportunity for two way discussion between AEMA executive and Summit delegates.</p>	



**Alberta Emergency Management Agency
2015 STAKEHOLDER SUMMIT AGENDA
November 30 – December 1, 2015
Westin Hotel, Calgary, Alberta**

December 1, 2015, 10:40-11:50	
C1 - Community Emergency Management Program Rein Tonowski & Daryl Mahoney, Alberta Emergency Management Agency	
<p>This presentation will offer further education and awareness of the Community Emergency Management Program. There will also be the opportunity for participants to provide feedback directly to the program area that is responsible for maintaining and administering the Community Emergency Management Program.</p>	
C2 - Animal Rescue Plan Carly Benson & Lisa Coyne, Town of High River	
<p>This presentation will describe the operating conditions and considerations under which the animal rescue operations were launched, the lessons learned through that experience, and an overview of High River's new Animal Rescue Plan. The Animal Rescue Plan will be distributed to all session participants interested in receiving it.</p>	
C3 - Incident Management Team Development and Certification Mark Eckley	
<p>A presentation from the Incident Management Team Working Group, updating delegates on the work that has been accomplished to date, the progress that has been made towards a formalized IMT certification in Alberta and what the next steps are.</p>	
C4 - Handling of Fatalities Dr. Gofton, Office of the Chief Medical Examiner	
<p>This workshop will provide an overview of the processes that the Office of the Chief Medical Examiner follows when working with fatalities. The presentation will also address common concerns and questions that responders may have when encountering fatalities and provide strategies for the development of a streamlined and positive working relationship between the OCME and first responders.</p>	
C5 - Urban Interface Wildfire Fighting Training Jamie Coutts (Lesser Slave Regional Fire Service), Office of the Fire Commissioner, Alberta Emergency Management Agency	
<p>An interactive workshop that will contribute to a gap analysis of the existing need and requirement for dedicated urban interface firefighting training.</p>	



**Alberta Emergency Management Agency
2015 STAKEHOLDER SUMMIT AGENDA
November 30 – December 1, 2015
Westin Hotel, Calgary, Alberta**

December 1, 2015, 13:15-14:15	
D1 - Industry Relations Darren Butte, Husky Canada	
<p>During a complex event, multiple stakeholders come to the table with a variety of resources, capacities and desired outcomes. It is crucial for municipalities to create the relationships that will allow for a streamlined, efficient response with industry partners. Darren brings an industry perspective to response and recovery and suggestions on how to strengthen the partnership between municipal lead and industry interests.</p>	
D2 - EMX 16 Discussion and Information Gathering Tom Sand, Alberta Emergency Management Agency	
<p>This is a dual presentation and workshop that will provide an overview of AEMA's 2016 Emergency Management Exercise (EMX16) and an introduction to Exercise Planning. It will provide a high level description of the exercise scenario being used for EMX 16, and seek input and further participation from communities that have a desire to participate in future exercise opportunities with AEMA or in developing their own exercises. Participation in EMX16 is not required for attendance.</p>	
D3 – Emergency Social Services: Who's Coming to your Reception Centre? Scott Cameron, Emergency Social Services Network of Alberta	
<p>A presentation of information on who comes to a reception centre for assistance during disasters. Learn how to work with your Emergency Social Services (ESS) lead to plan appropriate services for evacuees regardless of the diversity and vulnerability they present. Your ESS lead is a great resource to engage in a conversation about the needs of people in your community. Join us to learn how to engage your ESS lead and what information you need to be aware of when opening a reception centre.</p>	
D4 - Asset Retention Kylie Degeling, EPCOR	
<p>In today's job economy, employee needs are changing, demanding greater flexibility in the work place and more balanced work/life approach to management and leadership. Flexible work arrangement, staggered start times, work from home arrangements can seem daunting when planning for emergency operations that require rapid response capacity. Kylie Degeling will speak to the challenges, offer solutions/suggestions and the rewards of retaining employees.</p>	
D5 - An Emergency Management Professional Association for Alberta? Shane Schreiber (Alberta Emergency Management Agency), Scott Holland (IAEM Alberta Regional Office), Tom Sampson (City of Calgary), Claire Mehan (NAIT)	
<p>Emergency management is a field that is increasingly identified as important to the operations and business planning of any organization, whether it is government, industry or non-government. The session will discuss the training and certification opportunities available for emergency managers in Alberta, and how this contributes to the improvement of emergency management and its recognition as a distinct profession. The panel will then discuss whether the emergency management community in Alberta would benefit from a dedicated emergency management professional association, to provide a unified voice to advocate for the community's best interests.</p>	



County of St Paul No 19
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Issue Summary Report

8.8. Date for Organizational Meeting

#20151009011

Meeting : October 13, 2015

Meeting Date : 2015/10/13 10:00

Meeting Type : Council Meeting

Background

Section 192(1) of the M.G.A. states that Council must hold an organizational meeting annually not later than 2 weeks after the 3rd Monday in October.

Recommendation

Motion to schedule the 2015 Organizational Meeting for Tuesday, October 27 at 1:00 p.m.

Additional Information

Originated By : pcorbiere



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Issue Summary Report

8.9. Date for CAO Evaluation

#20151008005

Meeting : October 13, 2015

Meeting Date : 2015/10/13 10:00

Meeting Type : Council Meeting

Background

As per Section 205.1 of the Municipal Government Act, Council must provide the Chief Administrative Officer with an annual written performance evaluation.

Recommendation

Motion to set a date for the CAO Evaluation, as per Section 205.1 of the Municipal Government Act.

Additional Information

Originated By : pcorbiere



County of St Paul No 19
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Issue Summary Report

8.10. Request for Senior Transportation Grant

#20151008019

Meeting : October 13, 2015

Meeting Date : 2015/10/13 10:00

Meeting Type : Council Meeting

Background

The Centennial Seniors Opportunity Club is requesting a travel grant to be used in 2016. They are requesting the grant now so they can make travel plans.

Recommendation

Administration is recommending to approve a \$1,000 Transportation grant for the Centennial Seniors Opportunity Club.

Additional Information

Originated By : pcorbiere

Centennial Seniors Opportunity Club
5114 - 49 Street
St. Paul, Alberta T0A 3A2
September 6, 2015

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

Dear Sirs:

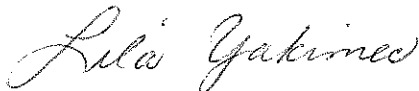
On behalf of the membership of Centennial Seniors, I would like to thank you for your generous grants of previous years.

Some travelling plans could be arranged for the future as bus rentals are available.

We would be most appreciative for any funds that are available.

Thank you for your consideration.

Yours Truly,



Lila Yakimec
Secretary



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www.county.stpaul.ab.ca

Issue Summary Report

8.11. Request for Funding - Williams' Haunted House

#20151008017

Meeting : October 13, 2015

Meeting Date : 2015/10/13 10:00

Meeting Type : Council Meeting

Background

Brad and Oralea Williams, on behalf of Williams Haunted House are requesting financial support by way of a donation to purchase supplies to build the Haunted House. In 2014, Council approved a \$200 donation for the Haunted House.

They are inviting Councillors to a private viewing with the Town of St. Paul Councillors on October 30 at 2:00 p.m.

Recommendation

Administration is recommending

Additional Information

Originated By : pcorbiere

October 1, 2015

County of St. Paul

5015-49 Ave

St. Paul, AB

Dear Steve Upham

Halloween is once again knocking on our doors and the St. Paul Spooktacular is once more taking shape. As in year's past, this Halloween event is set up to promote a safe and fun event for our community and the communities in the surrounding local area. This year we are partnered once again with the St. Paul Special Olympics, who are doing the concession, and new this year the Heinsburg Students Against Destructive Decisions Or SADD are going to be doing the Kids Carnival Games. All proceeds made by those organizations, go to help fund their projects throughout the year. The proceeds from the Williams Haunted House are split 50/50 between Hayin' in the 30's and Jumpstart this year.

We are approaching the County once again to help support this event by way of donation so that we may purchase supplies to build the Haunted House. The Town of St. Paul generously donates the use of the Rec Center for the entire week it takes to set up, makes a cash donation for supplies, as well as collects the safe and sweet treats to hand out to the trick or treaters, and we are hoping the County can also support this event with a donation to the Williams' Haunted House. Sponsors will be recognized the evening of the event as well as a thank you in the paper after the event.

We would also like to invite the County Councillors to come for a private viewing with the Town of St. Paul Councillors on Friday Oct 30th at 2:00pm to see what your donation helps put together.

Thank you for your consideration and we look forward to hearing from you.

Yours Truly,



Brad and Oralee Williams

Williams' Haunted House

Box 1082, St. Paul AB, T0A 3A0

P: 780-210-0725 or 780-210-0723





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

Issue Summary Report

8.12. Request for Donation - 34th Annual St. Paul Elks Radio Auction #20151008018

Meeting : October 13, 2015

Meeting Date : 2015/10/13 10:00

Meeting Type : Council Meeting

Background

The St. Paul Elks Lodge 34th Radio Auction will be held on November 1, 2015 over Radio Station 97.7 and they are requesting a donation for the auction. Proceeds from the auction will go to the Town of St. Paul to support various youth community groups and St. Therese Health Centre.

Recommendation

Administration is recommending to approve a donation of two ten cubic yard loads of gravel for the St. Paul Elks Lodge 34th Radio Auction to be delivered in the County, as per policy.

Additional Information

Originated By : pcorbiere



ELKS OF CANADA

EST. 1912

St. Paul Elks Lodge No. 465

Box 551

St. Paul, AB T0A 3A0

St. Paul Business Community;

The St. Paul Elks Lodge Thirty-Fourth Radio Auction is to be held live over Radio Station 97.7 The Spur on November 1, 2015. Donations from the Elks Lodge this year will assist the Town of St. Paul to support various Youth community groups and St. Theresa Health Centre.

We are using the Elks Hall to display the merchandise and for our Auction Night. We intend to display the merchandise on Friday, Saturday and Sunday before the auction, and feel this location will provide an excellent additional advertising value.

We realize and deeply appreciate the fact that most of our local businesses are behind our community projects. Most of them plan a donation which they know returns to the community in any case, and it is this attitude which permits our lodge to continue its work. We do feel this auction provides excellent advertising for you as follows:

1. The radio advertising on the night off the auction, which includes your firm's name, slogan if desired and the details of your donation.
2. A complete listing of all our businesses donating, including the item donated and its retail value in large full page ads in the local newspaper.
3. The auction itself is being advertised extensively both on 97.7 The Spur and in the St. Paul Journal.

We feel it worth mentioning that if you put some extra effort into your choice of donation, and if possible, gave a popular item which is representative of your particular business, we will be able to give you the best advertising coverage. As in the past, advertising credits will be given during the actual auction in proportion to the value of the item.

We will be sending a representative out to discuss this with you, sometime during the next two weeks, and we do hope that you will favor us with an article of your merchandise. In the event that you are a business associate and you are not contacted, or wish to discuss this in more detail, we would be pleased if you would call Stephanie Dargis 780-227-5512 or Jim Turton 780-646-2148. If you would like to drop off a donation you may call Mike W at 780-645-3152 or drop off your donation at Lawrence Law Office, 4915 – 51 Ave in St. Paul.

Appendix 1 for 8.12.: Elks Radio Auction

Over the years we have donated over \$90,000 to the St. Theresa Health Centre. As a lodge we were instrumental in helping the Aspen Board (Alberta Health Services) in becoming successful in obtaining the Helicopter pad for the St. Theresa Health Centre as well as donating \$45,000 . We have also assisted in many community projects such as, St. Paul Splash Park (\$40,000), Boys and Girls Club Physical Literacy Program and many other programs.

The Elk's name and symbol stand for Equality, Love, Kindness and Service, serving our community, with various programs and projects to enrich our quality of life.

We would like to thank you for your years of support and look forward to making this radio auction a success.

Yours truly

Elks Lodge Members
Elks Radio Auction



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

Issue Summary Report

8.13. Request for Donation - 8th Annual Classic Farmer's Spiel

#20151008008

Meeting : October 13, 2015

Meeting Date : 2015/10/13 10:00

Meeting Type : Council Meeting

Background

The 8th Annual Fall Classic Farmer's Spiel will be held November 5 to 7, 2015 in Mallaig. The Mallaig Curling Club is requesting a cash donation to help cover expenses or items to be used as door prizes. They have also requested if the County will enter a team in the bonspiel? Registration is \$160 per team.

Recommendation

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

Additional Information

Originated By : pcorbiere

Sept 28, 2015

Mallaig Annual 8th Fall Classic Farmer's Spiel
Nov.5, 6, and 7, 2015

Dear Sir,

The Mallaig Curling Club would like to ask for your sponsorship at the 8th Annual Fall Classic Farmer's Spiel which will be held at the Mallaig Curling Rink on Nov. 5, 6 and 7, 2015.

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

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

Schedule: Thursday, Nov. 5 - 5:00 p.m. to 8:30 p.m. Curling and supper will be sponsored.

Friday, Nov. 6- 2:00 p.m. to 5:00 p.m. Curling and supper at 6:30 , followed by entertainment.

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

Thank you for your consideration.

Yours truly,

A handwritten signature in black ink, appearing to be 'Henri Amyotte', written in a cursive style.



County of St Paul No 19
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www.county.stpaul.ab.ca

Issue Summary Report

8.14. Bylaw No. 2015-04 - Fire Protection Services Bylaw

#20151008010

Meeting : October 13, 2015

Meeting Date : 2015/10/13 10:00

Meeting Type : Council Meeting

Background

Bylaw 2015-04 is being presented to Council for the purposes of regulating and providing fire protection services within the County of St. Paul No. 19. This Bylaw was brought before the Policy Committee on October 8th, 2015.

Recommendation

Motion to give first reading to Bylaw 2015-04, the Fire Protection Services Bylaw, as per the recommendations of the Policy Committee.

Motion to give second reading. to Bylaw 2015-04.

Motion to present Bylaw 2015-04 at this meeting for third reading.

Motion to give third reading to Bylaw 2015-04.

Additional Information

Originated By : kattanasio

BY-LAW NO. 2015-04

A Bylaw of the County of St. Paul No. 19, hereafter referred to as the "Fire Protection Services Bylaw", for the purpose of establishing Fire Services in and for the County of St. Paul No. 19.

WHEREAS the *Municipal Government Act, R.S.A., 2000, c. M-26*, as amended, provides that the Council of a Municipality may pass bylaws for municipal purposes respecting the safety, health and welfare of people and the protection of people and property, and for services provided by or on behalf of the Municipality; and

WHEREAS Section 8 (a) of the *Municipal Government Act* provides for municipalities to enact bylaws to regulate or prohibit; and

WHEREAS Section 8 (c) of the *Municipal Government Act* provides for municipalities to enact bylaws to provide a system of licenses, permits or approvals; and

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

WHEREAS the *Forest and Prairie Protection Agency, R.S.A., 2000, c. F-19*, as amended, provides certain discretionary and mandatory powers to enable a municipality to carry out and enforce the provisions of the *Forest and Prairie Protection Act* within its boundaries as applicable; and

WHEREAS the *Emergency Management Act, R.S.A., 2000, c. E-6.8*, as amended, provides additional powers to a municipality to enable it to carry out and enforce the provisions of the *Emergency Management Act* within its boundaries; and

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

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

WHEREAS the Council for County of St. Paul No. 19 considers it necessary to establish fire services within the County of St. Paul No. 19 and to provide the efficient operation of such fire services; and

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

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

Appendix 1 for 8.14.: Fire Protection Services Bylaw

Section 1 – Name of Bylaw

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

Section 2 – Definitions

2.1 In this Bylaw, words and phrases shall be defined as specified follows:

"Acceptable Fire Container" means an outdoor receptacle that meets the following specifications:

- a) Maintains a minimum of three (3) metres clearance, measured from the nearest Fire Container edge to the buildings, property lines, or some combustible material.
- b) The Fire Container shall not have an open flame exceeding one (1) metre at its widest point;
- c) The Fire Container is set upon or built into the bare ground or on a non-combustible material such as brick, stone, or concrete.
- d) The Fire Container installation has enclosed sides made from bricks, concrete blocks, metal, or other non-combustible materials; and
- e) The Fire Container is not located over any underground utilities or under any above-ground wires.

"Bylaw Enforcement Officer" means the following:

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

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

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

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

"Deputy Fire Chief" means the individual appointed as second in command of a Fire Protection District.

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

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

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

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

"Fire Ban" means a declaration by a Fire Guardian that a restriction has been placed on the setting of fires and may be categorized as follows:

- a) "Level 1: No Restriction" means that safe campfires are allowed in campgrounds and in other County areas and that fires are allowed in Acceptable Fire Containers. Any burning other than a campfire requires a fire permit.
- b) "Level 2: Fire Advisory" means that safe campfires are permitted in campgrounds and in other County areas and that fires are allowed in Acceptable Fire Containers, but the issuance of fire permits for other burning may be restricted. Existing permits will be honoured, but the issuance of new permits may be

Appendix 1 for 8.14.: Fire Protection Services Bylaw

suspended.

- c) "Level 3: Fire Restriction" means that safe campfires are allowed only in campgrounds with approved fire pits and fires are allowed in Acceptable Fire Containers. No open fires are allowed within the County and fire permits may be suspended or cancelled and no further permits will be issued.
- d) "Level 4: Fire Ban" means that no open campfires will be permitted in campgrounds or in any other area of the County. All fire permits will be suspended or cancelled and no new permits will be issued.

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

"Fire Department" means the combined District Fire Departments.

"Fire Guardian" means the Chief Administrative Officer or such other persons as Council shall appoint from time to time.

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

"Fire Permit" means a document in the form prescribed by the Forest and Prairie Protection Act or the County of St. Paul No. 19 permitting the lighting of open fires.

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

"Fire Protection District" means area of fire protection as set by Council from time to time as set out in Appendix B.

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

"Hamlet" means an unincorporated area as defined by the Municipal Government Act.

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

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

"Multi-lot residential subdivision" means more than four (4) lots within a quarter section.

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

"Prohibited Debris" means debris defined by the Substance Release Regulation – AR 124/93, pursuant to the *Alberta Environmental Protection and Enhancement Act*, means any combustible waste that, when burned, may result in the release to the atmosphere of dense smoke, offensive odours, or toxic substances. This debris includes but is not limited to:

- a) Animal cadavers;
- b) Animal manure;
- c) Pathological waste;
- d) Waste material from building or construction sites, excluding wooden materials that do not contain wood preservatives;

Appendix 1 for 8.14.: Fire Protection Services Bylaw

- e) Combustible materials;
- f) Tires;
- g) Rubber or plastic or anything containing or coated with rubber or plastic or similar substances;
- h) Used oil, wood, or wood products containing substances for the purpose of preserving wood.
- i) Household municipal waste; and
- j) Hazardous waste.

"Running Fire" means a fire burning without being under the proper control of a person.

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

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

Section 3 – Objectives

3.1 The objectives of the County of St. Paul Fire Services are:

- a) To provide fire protection services to County residents and through mutual aid agreements with the Town of St. Paul, Town of Elk Point, and Summer Village of Horseshoe Bay; and
- b) To provide fire protection services to surrounding communities with whom the County of St. Paul has entered into a fire services mutual aid agreement.

3.2 Without limiting the generality of the foregoing, the County may undertake such studies, research, projects, or programs and enter into such contracts as may be deemed necessary or desirable in furthering the County's objectives and to provide economic, safety, health, and environmental benefits to County residents and visitors.

Section 4 – Fire Protection Committees

4.1 The Town of Elk Point Fire Protection Committee shall consist of two councillors from the County appointed annually at the County Council Organizational Meeting.

4.2 The St. Paul and Area Joint Fire Protection Management Committee shall consist of the reeve and two councillors from the County appointed annually at the County Council Organizational Meeting.

4.3 Committee meetings shall take place at such a date, time, and place as determined from time to time by the Chairman of each respective committee.

4.4 All committee members must receive notice of any meeting called by the Chairman before that meeting can occur.

4.5 The agenda for all Fire Protection Committee meetings shall be circulated at least seven (7) days prior to the meeting date.

Section 5 -Fire Services

5.1 Fire services shall be provided by the County for the purposes of, but not limited to:

- a) preventing and extinguishing fires;

Appendix 1 for 8.14.: Fire Protection Services Bylaw

- b) investigating the cause of fires and carrying out preventable patrols, pre-fire planning and fire inspections in accordance with the Fire Quality Management Plan approved by the Safety Codes Council;
- c) preserving life and property and protecting persons and property from injury or destruction by fire;
- d) providing rescue or vehicle extrication services;
- e) preventing, combating and controlling emergency incidents;
- f) entering into agreements with other municipalities or persons for the joint use, control, and management of fire extinguishing Equipment; and
- g) purchasing and operating Equipment for extinguishing fires or preserving life and property.

Section 6 – Designated Officers and Other Authorities

Fire Protection Districts

- 6.1 The Council of the County of St. Paul will operate four Fire Protection Districts in the County of St. Paul named St. Paul, Elk Point, Ashmont and Mallaig as pictured in Schedule A.
- 6.2 The Council may establish additional Fire Protection Districts, from time to time.

Appointment of Officers

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

Jurisdiction

- 6.6 The limits of the jurisdiction of the Fire Chief, and the officers and members of each District Fire Department will extend to the area and boundaries of the Fire Protection District to which they are appointed as specified in Appendix B.
- 6.7 No fire Equipment shall be used beyond the limits of the County without the express authorization of a written contract or agreement providing for the supply of fire-fighting services outside the County boundaries.
- 6.8 Each District Fire Department shall respond to incidents and emergencies within its Fire Protection District insofar as it is possible and shall further respond to incidents in other Fire Protection Districts in the absence of, unavailability of, or in assistance to another District Fire Department of the County.

Procedural Guidelines

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

Appendix 1 for 8.14.: Fire Protection Services Bylaw

Authority

6.10 The Council hereby delegates the following authorities to the Fire Chief and the Deputy Fire Chief of the District Fire Departments:

- a) the Fire Chief or the Deputy Fire Chief or any member acting in their position, is empowered to cause a building, structure, or other object to be pulled down, demolished or otherwise removed if he deems it necessary to prevent the spread of fire to other buildings, structures, or objects;
- b) the Fire Chief, or the member in charge at an incident is empowered to enter, pass through or over buildings or property adjacent to an incident and to cause members of the Fire Department and the Equipment of the Fire Department to enter or pass through or over the building or property, where he deems it necessary to gain access to the incident or to protect any person or property.
- c) the Fire Chief of the Deputy Fire Chief or any Member acting in their position, is authorized to issue permits, provide fire reports, and issue any other document in the name of the County which may be required for the efficient operation of fire services within the County and whose issuance has been approved by Council.
- d) in an emergency, the Fire Chief or the Deputy Fire Chief or any Member acting in their position may, on behalf of the County take whatever actions or measures are necessary to eliminate the emergency whether or not such action involves a breach of the provisions of the *Municipal Government Act*, any other enactment, or this Bylaw.
- e) The Fire Chief may obtain assistance from employees of the County, as he deems necessary, in order to discharge his duties and responsibilities under this Bylaw.
- f) the Fire Chief or the Deputy Fire Chief or any Member acting in their position, as designated officers of the County are not subject to the direct control and supervision of the Chief Administrative Officer.
- f) The Fire Chief or the Deputy Fire Chief or any Member acting in their position may require persons who are not members to assist in extinguishing a fire, removing items from any building on fire or in danger thereof and in guarding and securing same and in demolishing a building or structure at or near the fire or other incident
- g) The Fire Chief or the Deputy Fire Chief or any Member acting in their position may commandeer privately owned equipment, which he considers necessary to deal with an incident.
- h) The Fire Chief or the Deputy Fire Chief or any Member acting in their position may enter private property for the purpose of accessing water sources and/or other resources he considers necessary to deal with an incident.
- i) The Fire Chief or the Deputy Fire Chief or any Member acting in their position may hire privately owned equipment which he/she considers necessary to deal with an incident.

Fire Guardians

6.11 The Fire Chief or Deputy Fire Chief or any Member acting in their position are hereby designated as Fire Guardians of the County and authorized to perform all or any of the duties of the County as outlined in the *Forest and Prairie Protection Act*, as amended from time to time. Any expense incurred while fulfilling the duties of a Fire Guardian shall be borne by the County.

6.12 Additional Fire Guardians are the Chief Administrative Officer, or an individual

Appendix 1 for 8.14.: Fire Protection Services Bylaw

otherwise appointed by the County. Fire Guardians exercise the following powers:

- a) a Fire Guardian may require any able-bodied adult person not exempted by regulations to assist in fighting a fire.
- b) a Fire Guardian may commandeer and authorize payment for the possession or use of any Equipment for the purpose of fighting a fire.
- c) a Fire Guardian may enter a closed area as per the *Forest and Prairie Protection Act* without a permit or the written permission of a forest officer subject only to any regulations of the *Forest and Prairie Protection Act*.
- d) a Fire Guardian may obtain from every person found on public and or leaving or entering public land his name, address, and an account of his activities he proposes to carry out and the route he intends to follow on the public land.
- e) a Fire Guardian may issue to an applicant a Fire Permit in respect of any land within the boundaries of the County.
- f) a Fire Guardian issuing a Fire Permit may endorse on the document any special fire control conditions with which the applicant must comply in addition to any requirements of the *Forest and Prairie Protection Act* and the regulations.
- g) a Fire Permit may be suspended or cancelled at any time by a Fire Guardian and on receiving notice of the suspension or cancellation the person concerned shall immediately extinguish any fire set pursuant to his permit.
- h) a Fire Guardian may without a warrant enter on any land and premises, except a private dwelling house, for the purpose of discharging their duties under this Bylaw or the *Forest and Prairie Protection Act* or the regulations.
- i) a Fire Guardian may, without a warrant, enter any private dwelling house which is on fire and proceed to fight the fire.
- j) a Fire Guardian may investigate the cause, origin, and circumstances of any forest or prairie fire according to the provisions of the *Forest and Prairie Protection Act* and this Bylaw.
- k) a Fire Guardian may temporarily divert traffic on a road over which the County has the direction, control and management of until a Fire Hazard, Emergency or fire is eliminated;
- l) a Fire Guardian may erect signage or take any other action to warn people about a Fire Hazard, Emergency or fire;
- m) a Fire Guardian may enter land or a structure at any reasonable hour, and carry out any inspection, enforcement or action required to eliminate the Fire Hazard, Emergency or to fight, extinguish or control the fire, or to take immediate steps to eliminate the situation; and
- n) a Fire Guardian may request an owner or occupant of land or a structure to produce documents or do anything that will assist the Fire Guardian in the inspection, enforcement or action required to eliminate the Fire Hazard, Emergency or to fight, extinguish or control the fire, or to take immediate steps to eliminate the Fire Hazard, Emergency or to fight, extinguish or control the fire, and the Chief Administrative Officer may make copies of any documents produced.

Delegation of Powers

6.13 A Fire Guardian may, delegate all or part of his authority under this Bylaw or

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under the FPPA, from time to time, to any County employee, approved by the Chief Administrative Officer and Council, either in relief or due to emergency, to efficiently and effectively carry out the work.

Responsibility & Authority

- 6.14 Each Fire Chief has complete responsibility and authority over the District Fire Department to which he is appointed, subject to the direction and control of the Fire Guardian to whom they shall report and be responsible, and in particular the Fire Chief shall be responsible to carry out all fire protection activities and such other activities as the Fire Guardian, or in their absence, the Chief Administrative Officer has authority.
- 6.15 Each Fire Chief shall establish rules, regulations, procedures and committees necessary for the proper organization and administration of his District Fire Department, including:
- (a) Use, care and protection of Fire Department property;
 - (b) The conduct and discipline of officers and members of the District Fire Department; and
 - (c) The efficient operation of the District Fire Department.
- 6.16 The Fire Chief of a District Fire Department, or in his absence, the individual delegated to act as Fire Chief and in the absence of such a delegate, the senior ranking District Fire Department member present, shall have control, direction and management of any Fire Department Equipment or manpower assigned to an incident within the Fire Protection District of that Fire Chief and, where a member is in charge, he shall continue to act until relieved by the District Fire Chief.
- 6.17 Members of each District Fire Department shall carry out duties and responsibilities assigned to the District Fire Department, and the Fire Chief shall report to the Public Services Manager or designate on the operations of the District Fire Department or on any other matter in the manner designated by the Chief Administrative Officer.
- 6.18 The Fire Chief, or the Member in charge at an incident may, at their discretion, establish boundaries or limits and keep persons from entering the area within the prescribed boundaries or limits unless authorized to enter.
- 6.19 The Fire Chief, or the Member in charge at an incident may request Bylaw Enforcement Officers to enforce restrictions on persons entering within the boundaries or limits of a fire incident.
- 6.20 All invoicing for fire services shall be carried out through the respective municipal offices.

Section 7 - Offences

- 7.1 No person shall contravene any provision(s) of this Bylaw.
- 7.2 No person at an incident shall impede, obstruct or hinder a member of the District Fire Department or other person assisting or acting under the direction of the Fire Chief or the member in charge or interfere with the operation of any Equipment required to extinguish fires or preserve life or property.
- 7.3 Any person who ignites, fuels, supervises or permits an Open Fire within the County without a valid Fire Permit is guilty of an offence.
- 7.4 Any person who ignites a fire or burns during a Fire Ban which clearly specifies the prohibition of such an ignition is guilty of an offence.

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- 7.5 When a fire is lit or ignited without the appropriate Fire Permit, except a fire described in Section 8.4, the owner or occupier of the land or the person having control of the land upon which the fire is lit shall:
- a) extinguish the fire immediately; or
 - b) where they are unable to extinguish the fire immediately, report the fire to Fire Services.
- 7.6 No person shall either directly or indirectly, personally or through an agent, kindle a fire, whether a Fire Permit was obtained for that fire or whether the fire did not require a Fire Permit, and let it become a Running Fire on any land including his own property, property under his control, or to the property of another.
- 7.7 No person shall:
- a) light an Open Fire without first taking sufficient precaution to ensure that the fire can be kept under control at all times;
 - b) light an Open Fire when the weather conditions are conducive to creating a Running Fire or when the County or another authorized agency has announced a ban on burning;
 - c) burn in an Open Fire garbage, leaves, straw, painted wood, treated construction materials, and items made of or containing rubber, plastic, tar or any materials deemed for disposal;
 - d) deposit, discard or leave any burning matter or substance where it might ignite other material and cause a fire;
 - e) provide false, incomplete, or misleading information to the County or to a Fire Department on or with respect to a Fire Permit;
 - f) conduct any activity that involves the use of fire or that creates potential sources of fire ignition, which might reasonably be expected to cause a Running Fire;
 - g) damage or destroy any District Fire Department property;
 - h) falsely represent himself as a District Fire Department Member or wear or display any uniform, badge, cap, button, insignia, or other paraphernalia for the purpose of false representation;
 - i) obstruct or otherwise interfere with access roads, streets or other approaches to any fire alarm, fire hydrant, cistern or body of water or any connections provided to a fire main, pipe, standpipe, sprinkler system, cistern or other body of water; and
 - j) burn municipal household waste in a Hamlet or Multi-lot Subdivision.

Section 8 - Recovery of Costs

- 8.1 Costs may be incurred by County of St. Paul No. 19 for extinguishing fires or providing fire services within County of St. Paul No. 19 including costs of Equipment and consumables. Council may charge all costs incurred by the County of St. Paul No. 19 for the purposes of extinguishing fires or providing fire services to the person who caused the fire, the owner of the land on which the fire occurred, the occupier of the land on which the fire occurred, or the owner of a vehicle in which a fire occurred.
- 8.2 Where the County has taken any action whatsoever for the purpose of extinguishing a fire or responding to a fire call or incident in or outside the County or for the purpose of preserving life or property from injury or destruction by fire

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on the land on and within the County, including any action taken by the Department on a false alarm, the County may, in respect of any costs incurred by the County in taking such action, charge any costs so incurred to the owner or occupant of the land in respect of which the action was taken or charge a minimum fee as stated in the County's Fee Schedule Bylaw.

- 8.3 The schedule of fees and charges to be charged by District Fire Departments for services rendered 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 upon resolution by Council.
- 8.4 When a District Fire Department responds to an incident and fire protection or Equipment or resources are used in responding to incidents, the extinguishing of fires or the preserving of life or property from injury or destruction by fire, a minimum fee will be charged as stated in the Fee Schedule Bylaw in the following instances:
- a) For each hour or fraction thereof for each firefighting vehicle owned by the supplying party (excluding command cars or other similar support vehicles) to include two (2) firefighters per unit;
 - b) For each additional firefighter (excluding the two (2) firefighters per unit);
 - c) For the use of any other County resources;
 - d) Any private equipment commandeered or otherwise required by the District Fire Chief or member in charge at such rates as are established by the Alberta Road Builders and Heavy Construction Association Equipment Rental Rates Guide as amended from time to time or in the absence of such rates, at rates which are set by Council.
- 8.5 If the owner or occupant of the land on which a District Fire Department has provided or performed the services refuses or fails to pay an account issued pursuant to Part 6.1, or if the account is in arrears for sixty (60) days or more, the County may recover the costs as a debt due to the County, or, at the County's option, may add the amount to the tax roll, charging the land therefore and collect it in the same manner as taxes due.
- 8.6 When a District Fire Department responds to a call out and it is a false alarm and does not require a response, the person responsible for initiating the call out may be billed at the discretion of the County Administration.
- 8.7. In the event that the owner or occupant of any land within the County disputes the amount of an account issued under Part 6.1, such owner or occupant shall have a period of thirty (30) days from the date of mailing of the account to appeal the amount of the account and to Council and the decision of Council on any such appeal shall be final and binding upon the owner or occupant of the land and shall not be subject to any further appeal.
- 8.8 Mutual aid agreements with neighbouring municipalities or industry will be negotiated separately. Any clauses in a mutual aid agreement will supersede this Bylaw when two clauses are in conflict.
- 8.9 The County, at its discretion, reserves the right to waive any fire response cost recovery charges. This may include but is not limited to Good Samaritans or passersby having witnessed smoke in the distance, reporting fires to 911, or controlled fires being reported. However, this discretion will only be exercised as long as all require fire permits are in place and the fire is in compliance and there are no contraventions to any Fire Bans in place at the time.

Section 9 – Forest and Prairie Protection

Application of Bylaw

- 9.1 This Part applies to all land within County of St. Paul No. 19, in the Province of Alberta insofar as it does not contravene the provisions of the FPPA, except
- a) land within the boundaries of a summer village, or town

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

Fire Hazards

- 9.3 If the Council, through the District Fire Department, finds within its boundaries on privately-owned land or occupied public land conditions that in the opinion of the District Fire Department constitute a fire hazard, it may, through a Fire Guardian, order the owner or occupant of the land on which the hazard exists to reduce or remove the hazard within a fixed time frame and in a manner prescribed by Council. An emergency situation shall be reported to the Fire Department through E-9-1-1.
- 9.4 When Council, through the District Fire Department, finds that the order made pursuant to section 9.3 has not been carried out, it may enter on the land with any equipment and persons it considers necessary and may perform the required work.
- 9.5 The owner or the occupant in control of the land on which work was performed pursuant to section 9.4 shall on demand reimburse the County for the cost of the work performed and in default of payment, the County has a lien for the amount against the land and improvements on it.

Fire Permits

- 9.6 Fire Permits are required for burning at all times throughout of the year.
- 9.7 A Fire Guardian may, at their discretion, issue to an applicant a Fire Permit in respect of any land to which this Bylaw applies within the boundaries of the area for which he was appointed. In issuing a permit, a Fire Guardian shall give due consideration to the procedural guidelines found in Schedule B of this Bylaw, which may be amended from time to time by resolution of Council.
- 9.8 A Fire Permit is valid only for the period for which it is issued.
- 9.9 A Fire Guardian issuing a Fire Permit may endorse on the permit any special fire control conditions with which the applicant must comply in addition to those standard conditions noted on the permit.
- 9.10 Any person wishing to obtain a Fire Permit for any area within the County must apply to the Fire Guardian appointed by the County at a location and during a time period determined by the County administration from time to time. The County may consider applications over e-mail and fax, but no burning may occur until the completion of the application.
- 9.11 Each application for a Fire Permit must be on the form required by the *Fire and Prairie Protection Act* as determined from time to time or approved by the Fire Guardian and must include the following information:
- a) the name, address, and telephone number, if applicable, of the applicant,
 - b) the reason a Fire Permit is required,
 - c) the legal description of the land upon which the fire will be set and the exact location of the fire on those lands including the municipal address where applicable,
 - d) the type of combustible material that will be burned,

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- e) any precautions that will be taken by the applicant to maintain control of the fire,
- f) the time for which the Fire Permit will remain valid,
- g) the signature of the applicant and the issuing Fire Guardian.

Suspension or Cancellation of Fire Permit

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

Investigation of Cause of Fire

- 9.14 A Fire Guardian making an investigation may, without a warrant, for the purposes of the investigation,
 - (a) enter on any land or premises at any reasonable time, accompanied by any person or bringing with him anything that he considers would be of assistance in making the investigation,
 - (b) perform or have performed any tests he considers necessary on the land or premises or anything on them, and
 - (c) remove anything from the land or premises
 - (i) that is reasonably pertinent to the matter under investigation, or
 - (ii) that the investigator considers, on reasonable and probable grounds, is or may be evidence of the commission of an offence against this bylaw and/or the Forest and Prairie Protection Act.
- 9.15 The investigator shall, on or before the completion of the investigation, return to the person entitled to it anything removed under subsection (2) (c) unless
 - (a) it is required as evidence in a prosecution arising out of the investigation, or
 - (b) for any other reason it is impossible or impractical to return it.
- 9.16 Before exercising any powers under subsection 9.14, a Fire Guardian shall make reasonable efforts to obtain the co-operation of the owner or person in charge of the land or premises.
- 9.17 In this section, "land or premises" includes vehicles and buildings, whether affixed to the land or not, but does not include a private dwelling.

Section 10 - Open Fires

- 10.1 No person shall light or cause to be lit an outdoor fire during the fire permit season on land in a permit area unless that person is the holder of an existing fire permit.
- 10.2 No person shall during a fire permit season allow any outdoor fire that is not authorized by a permit issued to him on land that is
 - (a) in a permit area, and

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(b) owned or occupied by him or under his control.

- 10.3 A person who during a fire season knows or has reason to believe that there is an outdoor fire, not authorized by a permit issued to him, on land that is within a permit area and is owned or occupied by him or under his control, shall
- (a) extinguish the fire, or
 - (b) if he is unable to extinguish the fire, immediately report the fire to the County Administration, a Fire Guardian, a member of the Royal Canadian Mounted Police or to the E-9-1-1 Service.
- 10.4 Notwithstanding Section 10.1 to 10.3, a Fire Permit shall not be required under this Bylaw to conduct the following:
- a) the cooking of food using a portable appliance; or
 - b) recreational burning or the cooking of food in an Acceptable Fire Container provided that:
 - i) Only clean fuel such a natural gas, dry wood, or charcoal in amounts that will be contained within the Fire Container;
 - ii) The Fire Container is not used to burn Prohibited Debris;
 - iii) There is an available means for controlling or extinguishing the fire on the property and within a reasonable distance from where the fire occurs; and
 - iv) An adult is present on the property when the fire is burning.
 - c) Burning in fireplaces in or attached to dwellings as provided by legislation;
 - d) The Fire is in a public park site in a County-owned campground where fire pits are provided by the County;
 - e) Burning in an incinerator for which a permit to construct and license to operate has been issued pursuant to the applicable legislation;
 - f) The fire has otherwise been authorized by the Fire Guardian.
- 10.5 No person shall set or maintain any Open Fire at any time of the year such that smoke emitted from the fire impairs visibility on a highway, or which in the sole discretion of the District Fire Chief or their designate, becomes a nuisance or safety concern on any highway or property. The person who set or maintained such an Open Fire shall extinguish the fire immediately upon the order of the District Fire Chief or their designate. If the person who set or maintained such an Open Fire fails to comply with an order to extinguish, the Fire Department may extinguish the fire and recover the cost of extinguishment from the person.

Section 11 - Offences and Penalties

- 11.1 Any person who violates any of the provisions of this Bylaw, or who suffers or permits any act or thing to be done in contravention or in violation of any of the provisions of this Bylaw, or who neglects to do or refrains from doing anything required to be done by any of the provisions of this Bylaw, or who does any act or thing or omits any act or thing thus violating any of the provisions of this Bylaw is guilty of an offence.
- 11.2 Nothing in this Bylaw shall be deemed to authorize any fire, burning or other act which is in contravention of the *Environmental Protection and Enhancement Act*, R.S.A. 2000 c. E-12, as well as the *Alberta Safety Codes Act*, R.S.A. 2000 c. S-1 and the *Forest and Prairie Protection Act* and amendments thereto, or any regulation made thereunder, and in the event of any conflict between the provisions of this Bylaw and the said Act(s) or Regulation(s), the provisions of the said Act(s) or Regulation(s) shall govern.
- 11.3 A Bylaw Enforcement Officer, is hereby authorized and empowered to issue a Violation Tag to any person whom the peace officer has reasonable and

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probable grounds to believe has contravened any provision of this Bylaw. A Violation Tag may be issued to such person:

- (a) either personally; or
- (b) by mailing a copy to such person at his last known post office address;

11.4 The Violation Tag shall be in a form approved by County of St. Paul No. 19 and shall state:

- (a) the name of the person;
- (b) the offence;
- (c) the appropriate penalty for the offence as specified in this Bylaw;
- (d) that the penalty shall be paid within thirty (30) days of the issuance of the Violation Tag;
- (e) any other information as may be required by County of St. Paul No. 19;

11.5 Any person who contravenes or fails to comply with this Bylaw, any Permit, any condition on a Permit, or with any Order or request directed to him pursuant to this Bylaw, is guilty of an offence and liable, upon the issuance of a Violation Tag, to pay a fine as stated in the Fee Schedule Bylaw:

11.6 Where a contravention of this Bylaw is of a continuing nature, further Violation Tags may be issued by a Bylaw Enforcement officer, provided that no more than one Violation tag shall be issued for each day that the contravention continues;

11.7 Where a Violation Tag is issued pursuant to this Bylaw, the person to whom the Violation tag is issued may, in lieu of being prosecuted for the offence, pay to County of St. Paul No. 19 the penalty specified on the Violation Tag;

11.8 Nothing in this Bylaw shall prevent a Bylaw Enforcement Officer from immediately issuing a Violation Ticket for mandatory court appearance of any person who contravenes any provision of this Bylaw.

11.9 A Bylaw Enforcement Officer is hereby authorized and empowered to issue a Violation Ticket in respect to any contravention or failure to comply with any Permit or condition of a Permit, pursuant to the *Provincial Offences Procedure Act*, R.S.A. 2000, c. P-34, as amended;

11.10 If the penalty specified on a Violation Tag is not paid within the prescribed time period, a Bylaw Enforcement officer is hereby authorized and empowered to issue a Violation Ticket pursuant to the *Provincial Offences Procedure Act*;

11.11 Any person who contravenes or fails to comply with this Bylaw, any Fire Permit, any condition on a Fire Permit, or with any order or request directed to him pursuant to this Bylaw, is guilty of an offence and liable, upon the issuance of a Violation Ticket, to pay a fine as stated in the Fee Schedule Bylaw.

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

11.13 Any fine or penalty imposed pursuant to Section 9 inures to the benefit of the County.

Liability of County Representatives

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

Fire Control Agreements

11.15 The Council may enter into a fire control agreement

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

Section 12 - Severability

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

Section 13 - Rescission

13.1 Bylaw No. 1401 is hereby rescinded

Read a first time in Council this 13th day of October, A.D. 2015.

Read a second time in Council this 13th day of October, A.D. 2015.

Read a third time in Council this 13th day of October, A.D. 2015.

Reeve

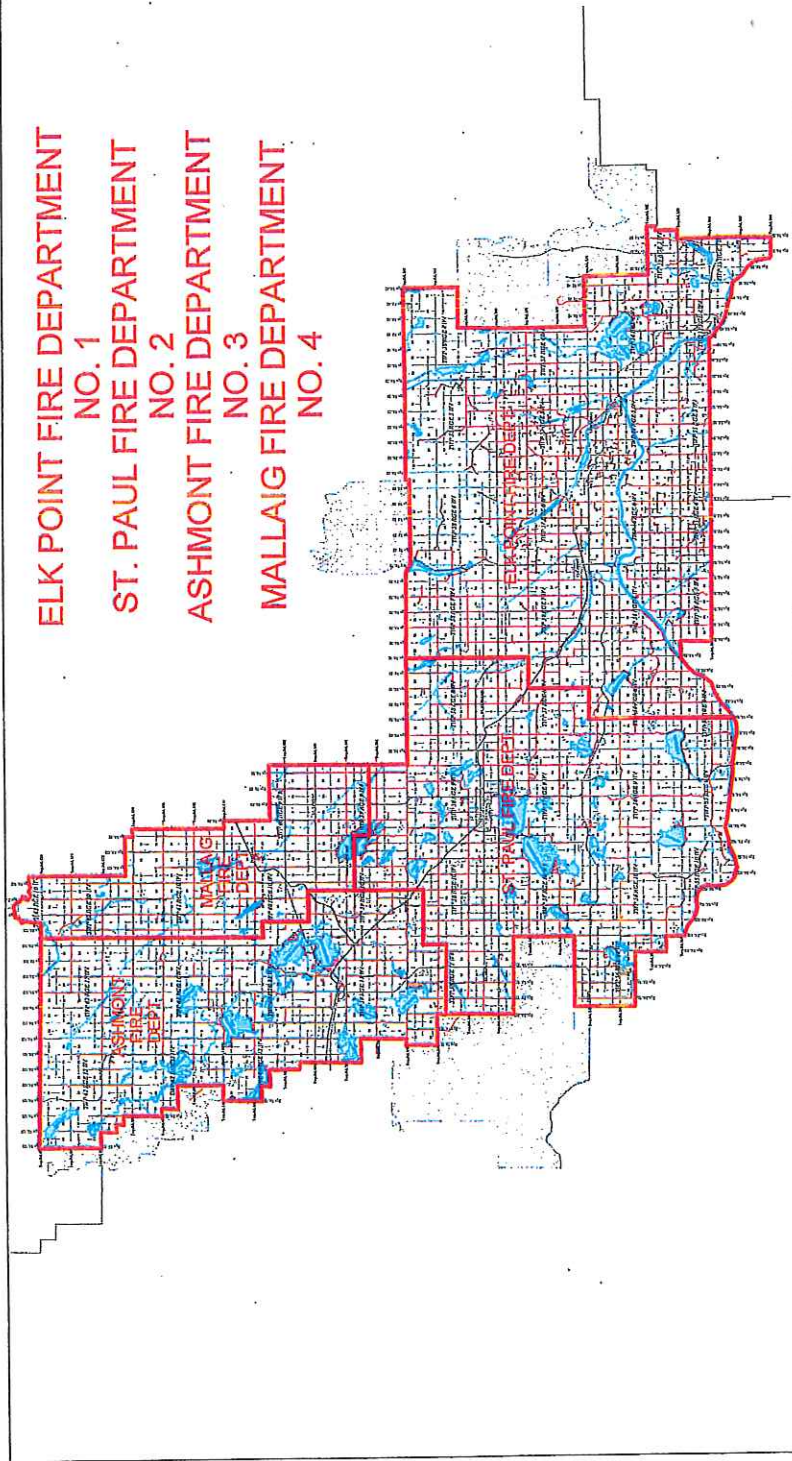
Chief Administrative Officer



COUNTY OF ST. PAUL NO. 19
FIRE DEPARTMENT BOUNDARY MAP



SCHEDULE "A"



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Schedule "B"

COUNTY OF ST. PAUL NO. 19

FIRE PERMIT ISSUANCE PROCEDURAL GUIDELINES

Permit Boundaries

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

Permit Period

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

Site Inspection

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

Safety Hazards

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

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

Cancellations

Fire Guardians or their designates can cancel any one or all permits at any time when they judge conditions to be unsafe for burning.

Points for Consideration in Issuing a Fire Permit:

- Be informed on current and future weather conditions.
- Be familiar with the Forest & Prairie Protection Act, related Regulations, the County's Fire Protection Bylaw and generally accepted burning practices for burnable materials.
- Be aware of conditions where it would be unwise to permit the burning of straw and stubble.

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- Be aware of the circumstances that could result in unnecessarily exposing residents of the burn area to excessive amounts of smoke and odour.
- Be aware of the circumstances that could severely restrict visibility on public roadways, railroad crossings and near airports.
- Attach conditions to the Fire permit(s) that clearly define the conditions under which the burn is to take place.
- Be informed of pending or imminent permit restrictions and bans.

Spring Grass, Yard and Meadow Burning:

Issue permits only under the following conditions:

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

Conditions of Permit:

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

Range Improvement in Standing Forest Cover by Burning:

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

Permits for Piles, Re-burn Piles and Windrows:

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

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

Additional Conditions to consider:

- Windrows and brush piles must have been piled according to Forest and Prairie Regulations, on distance and spacing (see "Windrow Construction Directions", following).
- Permits may not be issued if the burn site has coniferous standing forest cover on the borders, and adequate separation distance is a concern.
- An adequate drying time should be allowed before brush is burned. Two years is recommended.

Appendix 1 for 8.14.: Fire Protection Services Bylaw

- A permit may not be issued and piles/windrows, etc. should not be burned when conditions are such that ground fires will occur.
- A permit may not be issued for burning of any type of fuel on peat type soil. (High in organic matter).
- General weather conditions and seasonal weather conditions must be taken into consideration when a permit is being considered for issuance. Particular attention must be given to potential for weather inversions occurring and trapping smoke near the ground in the spring or fall. Consider limiting the number of piles and/or windrows that may be burned at any one time. Co-ordination and scheduling of burning among property owners in a general area is recommended as well. Should conditions dictate, it may be necessary that no permits be issued for a period of time.
- Ignition patterns on windrow should be outlined, indicated number of rows or piles to be burned at one time and which ones to light first.
- Fire must be extinguished prior to permit expiring.
- It is recommended that all persons requesting a fire permit have adequate insurance coverage or add a fire fighting insurance endorsement to their homeowner=s policy.

Windrow Construction Directions

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



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

Issue Summary Report

8.15. Bylaw No. 2015-21 - Utilities Bylaw

#20150901009

Meeting : October 13, 2015

Meeting Date : 2015/10/13 10:00

Meeting Type : Council Meeting

Background

Bylaw 2015-21 is being presented to Council for the purposes of regulating and providing the terms and conditions for the supply and use of water services and sewer services provided by the County of St. Paul No. 19. This Bylaw was brought before the Policy Committee on October 8th, 2015.

Recommendation

Motion to give first reading to Bylaw 2015-21, which is a Bylaw to regulate and provide the terms and conditions for the supply and use of water services and sewer services provided by the County of St. Paul No. 19.

Motion to give second reading to Bylaw 2015-21.

Motion to present Bylaw 2015-21 at this meeting for third reading.

Motion to give third reading to Bylaw 2015-21.

Additional Information

Originated By : kattanasio

THE COUNTY OF ST. PAUL NO. 19
BYLAW NO. 2015-21
THE UTILITIES BYLAW

A BYLAW REGULATING AND PROVIDING FOR THE TERMS AND CONDITIONS FOR THE
SUPPLY AND USE OF WATER SERVICES AND SEWER SERVICES PROVIDED BY THE
COUNTY OF ST. PAUL NO. 19

WHEREAS, pursuant to section 3 of the *Municipal Government Act* the purposes of a municipality are to provide services, facilities or other things that, in the opinion of council, are necessary or desirable for all or a part of the municipality;

AND WHEREAS, pursuant to section 7(g) of the *Municipal Government Act* a council of a municipality may pass bylaws for municipal purposes respecting public utilities;

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

PART I - TITLE AND DEFINITIONS

Bylaw Title

- 1 This Bylaw shall be known as “The Utilities Bylaw”.

Definitions

- 2 In this Bylaw, unless the context otherwise requires:
- (a) “**Account**” means an agreement between a Customer and the County for the supply of Utility Services of which the terms of this Bylaw shall form a part and includes the amounts payable from time to time by the Customer to the County;
 - (b) “**Chief Administrative Officer**” means the Chief Administrative Officer of the County or their delegate;
 - (c) “**Council**” means the municipal council of the County of St. Paul No. 19;
 - (d) “**County**” means the municipal corporation of the County of St. Paul No. 19 and its duly authorized employees, agents, contractors and other representatives or the geographic area contained within the boundaries thereof, as the context requires;
 - (e) “**Cross Connection**” means any temporary, permanent, or potential connection of any piping, fixture, fitting, container or appliance to the Water System that may allow backflow to occur, including but not limited to: swivel or changeover devices, removable sections, jumper connections, and bypass arrangements;
 - (f) “**Customer**” means any Person that receives Utility Services and where the context or circumstances so require includes any Person who makes or has made an application for Utility Services or otherwise seeks to receive Utility Services and also includes any Person acting as an agent or representative of a Customer;
 - (g) “**Dwelling**” means a private residence with sleeping and cooking facilities used or intended to be use as a residence;
 - (h) “**Engineering Design Standards**” means the County’s Minimum Engineering Design Standards, or in the absence of such standards, generally accepted municipal engineering standards;
 - (i) “**Emergency**” means a condition that creates an imminent danger or a real possibility of Property damage, or personal injury, or when a condition or situation is declared to be an emergency by Council, or the Federal or Provincial Crown, or other civil authority having jurisdiction;
 - (j) “**Facilities**” means any infrastructure forming part of:

- i. the Water System, including without limitation: water treatment plants, reservoirs, pumping stations, Water Mains, Water Service Lines, truck fill facilities, curb stops, valves, fittings, fire hydrants, chambers, Meters, Cross Connection control devices and all other equipment and machinery of whatever kind owned by the County that is used to produce and supply potable water to Customers; or
- ii. the Sewer System, including without limitation: Wastewater treatment plants, sewage lagoons, pumping stations, Sewer Mains, Sewer Service Lines, valves, fittings, chambers, Meters, and all other equipment and machinery of whatever kind owned by the County that is used for the collection and transmission of Wastewater;

as the context requires.

- (k) **“Hazardous Waste”** has the same meaning as in the *Environmental Protection and Enhancement Act* and any regulations thereunder;
- (l) **“Meter”** means the individual or compound water meter and all other equipment and instruments, including but not limited to, radio frequency units and remote meter reading devices supplied and used by the County to calculate and register the amount of water consumed relative to the land and buildings that the Meter is designed to monitor;
- (m) **“Multiple Dwelling”** means a wholly or partially residential development containing more than one Dwelling, whether or not the development is within a single building;
- (n) **“Municipal Tag”** means a tag or similar document issued by the County pursuant to the *Municipal Government Act* that alleges a bylaw offence and provides a Person with the opportunity to pay an amount to the County in lieu of prosecution for the offence;
- (o) **“Non-Pressurized System”** means the Facilities used by the County to supply non-pressurized (atmospheric pressure) potable water to Customers for storage in the Customer’s water cistern and, as required, pressurization of the water by the Customer;
- (p) **“Owner”** means:
 - i. in the case of land, the Person who is registered under the *Land Titles Act* as the owner of the fee simple estate in the parcel of land; or
 - ii. in the case of any property other than land, the Person in lawful possession of it;
- (q) **“Peace Officer”** includes a Bylaw Enforcement Officer appointed by the County, a Community Peace Officer whose appointment includes enforcement of the County’s Bylaws and a member of the Royal Canadian Mounted Police;
- (r) **“Person”** means any individual, firm, partnership, association, corporation, trustee, executor, administrator or other legal representative to whom the context applies according to law;
- (s) **“Pressurized System”** means the Facilities used by the County to supply pressurized potable water to Customers;
- (t) **“Private Drainage Line”** means that portion of a Service Connection, which extends from the Service Connection Point to and within a Customer’s Property, comprised of the Customer owned assembly of pipes, fittings, fixtures, traps and appurtenances for the collection and transmission of Wastewater into the Sewer System;
- (u) **“Private Water Line”** means that portion of a Service Connection, which extends from the Service Connection Point to and within a Customer’s Property, comprised of the Customer owned assembly of pipes, fittings, fixtures, traps and appurtenances for providing water to a Customer’s Property, excluding the Meter owned by The County;
- (v) **“Property”** means:
 - i. in the case of land, a parcel of land including any buildings; or

- ii. in other cases, personal property;
- (w) **“Service Connection”** means all of the Facilities required to achieve a physical connection between:
 - i. the County’s Water Main abutting a Customer’s Property and a Private Water Line to allow a Customer to receive potable water, which includes a Water Service Line, a Service Connection Point and a Private Water Line; or
 - ii. the County’s Sewer Main abutting a Customer’s Property and a Private Drainage Line to allow a Customer to discharge Wastewater, which includes a Sewer Service Line, a Service Connection Point and a Private Drainage Line,as the context requires;
- (x) **“Service Connection Point”** means the point on the Service Connection where:
 - i. a Water Service Line physically connects to a Private Water Line; or
 - ii. a Sewer Service Line physically connects to a Private Drainage System;
- (y) **“Sewer Main”** means those pipes installed for the collection and transmission of Wastewater within the County to which a Service Connection may be connected;
- (z) **“Sewer Services”** means the removal of Wastewater by the County from a Customer’s Property and associated services offered to the Customer under this Bylaw;
- (aa) **“Sewer Services Guidelines”** means those guidelines, procedures, protocols, requirements, specifications or standards adopted by the Chief Administrative Officer from time to time, which are not inconsistent with the Terms and Conditions of Sewer Services attached as Schedule “C” to this Bylaw;
- (bb) **“Sewer Service Line”** means that portion of a Service Connection owned by the County that extends from the Sewer Main to the Service Connection Point;
- (cc) **“Sewer System”** means the Facilities used by the County for the collection, storage and transmission of Wastewater for Customers, which is deemed to be a public utility within the meaning of the *Municipal Government Act*;
- (dd) **“Subsidiary Meter”** means a privately owned Meter installed on Property at the Customer’s expense and utilized strictly for the Customer’s purposes;
- (ee) **“Tenant”** means a Person who is not a Customer but who is in legal possession of a Property to which Water Service is provided;
- (ff) **“Terms and Conditions”** means the terms and conditions in respect of Water Services and Sewer Services described in Schedules “A”, “B”, “C” and “D”;
- (gg) **“Utility Services”** means Water Services or Sewer Services or both;
- (hh) **“Utility Services Guidelines”** includes Water Services Guidelines and Sewer Services Guidelines;
- (ii) **“Violation Ticket”** has the same meaning as in the *Provincial Offences Procedure Act*;
- (jj) **“Wastewater”** means the composite of water and water-carried wastes discharged from residential, commercial, industrial or institutional Properties;
- (kk) **“Water Demand Management Measures”** means restrictions upon the use of water for non-essential purposes, including but not limited to: irrigation, watering livestock, washing of vehicles, driveways or sidewalks, and any other purpose where water is utilized externally to a building and on any certain day or for a certain time period;
- (ll) **“Water Main”** means those pipes installed for the conveyance of water within the County to which Service Connections may be connected;

- (mm) **“Water Services”** means the provision of either pressurized or non-pressurized (atmospheric pressure) potable water, as applicable, by the County to a Customer’s Property and associated services offered to the Customer under this Bylaw;
- (nn) **“Water Services Guidelines”** means those guidelines, procedures, protocols, requirements, specifications or standards adopted by the Chief Administrative Officer from time to time, which are not inconsistent with the Terms and Conditions of Water Services attached as Schedule “B” to this Bylaw;
- (oo) **“Water Service Line”** means that portion of a Service Connection owned by the County that extends from the Water Main to the Service Connection Point; and
- (pp) **“Water System”** means the Facilities used by the County to supply potable water to Customers through either a Pressurized System or a Non-Pressurized System, as applicable, which is deemed to be a municipal public utility within the meaning of the *Municipal Government Act*.

PART II - PROVISION OF UTILITY SERVICES

Other Public Utilities Prohibited

3 All Utility Services provided within the County shall be provided by the County.

Terms and Conditions

4 All Utility Services provided by the County shall be provided in accordance with Schedules “A” “B” “C” and “D” as applicable.

Rates, Fees and Charges

5

- (1) The County will provide Utility Services to Customers within the County at the rates, fees or other charges specified in Schedule “D”, as may be amended by Council by bylaw from time to time.
- (2) Where rates, fees or charges have not been established in Schedule “D” for a particular service the Chief Administrative Officer may establish charges for services provided. Without limiting the generality of the foregoing, the Chief Administrative Officer may establish charges for the following:
 - (a) Service connection fees and/or developer contributions;
 - (b) Meter accuracy tests;
 - (c) Meter resizing;
 - (d) Repair or replacement of damaged County Facilities where the Facilities are under the Customer’s care or have been operated or interfered with by the Customer;
 - (e) Disconnection of service for non-payment;
 - (f) Missed appointment;
 - (g) Fire hydrant permits;
 - (h) Construction water;
 - (i) Water Service turn-on/turn-off at Customer request;
 - (j) After hour service callout;
 - (k) Frozen/damaged Meter.
- (3) All additional services provided by the County to a Customer will be billed to the Customer in accordance with an agreement between the Customer and the County.
- (4) The County will operate and maintain the Water System and Sewer System at no additional charge to any Customer beyond the charges outlined in subsections (1), (2) and (3) except for costs arising from:

- (a) requirements or requests for specific non-routine services not more particularly described in this Section or the acts or omissions of any particular Customer or defined group of Customers, or
- (b) repairs or remedies of any loss or damage to Facilities or other property that is caused by a Customer or any other party for whom a Customer is responsible in law, including, without limitation, any costs or damages described in any judgment of a court in the County 's favour

and such additional costs may at the Chief Administrative Officer's sole option (and in addition to any other legally available remedies) be added to a Customer's Account as an additional amount due and payable by the Customer to the County.

Utility Services Guidelines

6

- (1) The Chief Administrative Officer may adopt, amend, repeal and replace Utility Service Guidelines from time to time as the Chief Administrative Officer deems advisable.
- (2) Without limiting the generality of subsection (1), Guidelines may deal with any or all of the following subject matters:
 - (a) procedures or requirements that a Customer must comply with before a Service Connection is installed or activated, or before Utility Services are provided, or as a condition of ongoing provision of Utility Services;
 - (b) Customer Accounts, including without limitation provisions or requirements concerning: opening an Account, making payments on an Account, consequences for failure to pay Accounts in full, lost bills, dishonoured cheques, collection of delinquent Accounts, adjusting improperly billed Accounts, Utility Services application fees, handling of confidential Customer Account information, closing an Account, and any other matter relating to Customer Accounts;
 - (c) measurement of water consumption, including without limitation provision or requirements concerning: meter inspection and testing, meter settings, chambers and installations, meter reading, disputes concerning meter data, estimates of consumption private or subsidiary meters, remote meter reading devices, relocation of meters, access for meter readers, and adjustments to bills when meters have malfunctioned;
 - (d) procedures or requirements concerning investigating Customer complaints and concerns;
 - (e) procedures or requirements for provision of temporary Water Services, including without limitation Water Services provided during the construction phase of a development;
 - (f) procedures or requirements that a Customer may comply with in order to access a truck fill facility;
 - (g) procedures or requirements for upgrading, re-sizing, relocating or otherwise changing a Service Connection, whether at the instigation of the County or at the request of a Customer;
 - (h) the turn-on and turn-off of Water Services, whether at the instigation of the County or at the request of a Customer; and
 - (i) supply of water for firefighting purposes, including without limitation procedures or requirements concerning the maintenance of public and private fire hydrants and permissible use of water from fire hydrants.

Notices

- 7 In any case in which written notice is required to be provided to a Customer pursuant to this Bylaw, the Chief Administrative Officer shall serve notice either:
 - (a) personally; or
 - (b) by mailing or delivering a copy of the notice to the last known address of the Customer as disclosed in the Alberta land titles registry certificate of title for the Property.

PART III - ENFORCEMENT

Offence

8 A Person who contravenes any provision of this Bylaw is guilty of an offence.

Continuing Offence

9 In the case of an offence that is of a continuing nature, a contravention constitutes a separate offence in respect of each day, or part of a day, on which it continues and a Person guilty of such an offence is liable to a fine in an amount not less than that established by this Bylaw for each such day.

Vicarious Liability

10 For the purposes of this Bylaw, an act or omission by an employee or agent of a Person is deemed also to be an act or omission of the Person if the act or omission occurred in the course of the employee's employment with the Person, or in the course of the agent's exercising the powers or performing the duties on behalf of the Person under their agency relationship.

Corporations and Partnerships

11

- (1) When a corporation commits an offence under this Bylaw, every principal, director, manager, employee or agent of the corporation who authorized the act or omission that constitutes the offence or assented to or acquiesced or participated in the act or omission that constitutes the offence is guilty of the offence whether or not the corporation has been prosecuted for the offence.
- (2) If a partner in a partnership is guilty of an offence under this Bylaw, each partner in that partnership who authorized the act or omission that constitutes the offence or assented to or acquiesced or participated in the act or omission that constitutes the offence is guilty of the offence.

Fines and Penalties

12

- (1) A Person who is guilty of an offence is liable to a fine in an amount not less than \$100.00 and not exceeding \$10,000.00, and to imprisonment for not more than 6 months for non-payment of a fine.
- (2) Without restricting the generality of subsection (1) the fine amounts established for use on Municipal Tags and Violation Tickets if a voluntary payment option is offered are as set out in Schedule "E".

Municipal Tag

13

- (1) A Peace Officer is hereby authorized and empowered to issue a Municipal Tag to any Person who the Peace Officer has reasonable and probable grounds to believe has contravened any provision of this Bylaw.
- (2) A Municipal Tag may be issued to such Person:
 - (a) either personally; or
 - (b) by mailing a copy to such Person at his last known post office address.
- (3) The Municipal Tag shall be in a form approved by the Chief Administrative Officer and shall state:
 - (a) the name of the Person;
 - (b) the offence;
 - (c) the specified penalty established by this Bylaw for the offence;
 - (d) that the penalty shall be paid within 30 days of the issuance of the Municipal Tag; and

- (e) any other information as may be required by the Chief Administrator.

Payment in Lieu of Prosecution

14 Where a Municipal Tag is issued pursuant to this Bylaw, the Person to whom the Municipal Tag is issued may, in lieu of being prosecuted for the offence, pay to the County the penalty specified within the time period indicated on the Municipal Tag.

Violation Ticket

15

- (1) If a Municipal Tag has been issued and if the specified penalty has not been paid within the prescribed time, then a Peace Officer is hereby authorized and empowered to issue a Violation Ticket pursuant to the *Provincial Offences Procedure Act*;
- (2) Notwithstanding subsection (1), a Peace Officer is hereby authorized and empowered to immediately issue a Violation Ticket pursuant to the *Provincial Offences Procedure Act* to any Person who the Peace Officer has reasonable and probable grounds to believe has contravened any provision of this Bylaw;
- (3) If a Violation Ticket is issued in respect of an offence, the Violation Ticket may;
 - (a) specify the fine amount established by this Bylaw for the offence; or
 - (b) require a Person to appear in court without the alternative of making a voluntary payment.

Voluntary Payment

16 A Person who commits an offence may:

- (a) if a Violation Ticket is issued in respect of the offence; and
- (b) if the Violation Ticket specifies the fine amount established by this Bylaw for the offence;

make a voluntary payment by submitting to a Clerk of the Provincial Court, on or before the initial appearance date indicated on the Violation Ticket, the specified penalty set out on the Violation Ticket.

Obstruction

17 No Person shall obstruct, hinder or impede any authorized representative of the County in the exercise of any of their powers or duties pursuant to this Bylaw.

PART IV - GENERAL

Schedules

18 The following schedules are included in, and form part of, this Bylaw:

- (a) Schedule “A” – General Terms and Conditions of Utility Services;
- (b) Schedule “B” – Terms and Conditions of Water Services;
- (c) Schedule “C” – Terms and Conditions of Sewer Services;

Severability

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

Recission

20 This Bylaw repeals Bylaw No. 2014-21 as amended.

Enactment

21 This Bylaw shall come into force and effect on January 1st, 2016.

READ A FIRST TIME IN COUNCIL THIS 13TH DAY OF OCTOBER 2015.

READ A SECOND TIME IN COUNCIL THIS 13TH DAY OF OCTOBER 2015.

READ A THIRD TIME IN COUNCIL AND FINALLY PASSED THIS 13TH DAY OF OCTOBER 2015.

REEVE

CHIEF ADMINISTRATIVE OFFICER

Date Signed

SCHEDULE “A”

GENERAL TERMS AND CONDITIONS OF UTILITY SERVICES

PART I - GENERAL WATER AND SEWER PROVISIONS

Duty to Supply

- 1
- (1)The County having constructed, operated and maintained a Water System as a public utility shall continue, insofar as there is sufficient capacity and supply, to supply Water Services, upon such terms as Council considers advisable, to any Customer within the County situated along a Water Main.
 - (2)The County having constructed, operated and maintained a Sewer System as a public utility shall continue, insofar as there is sufficient capacity and supply, to supply Sewer Services, upon such terms as Council considers advisable, to any Customer within the County situated along a Sewer Main.
 - (3)All Utility Services provided by the County shall be provided in accordance with these Terms and Conditions, and these Terms and Conditions shall apply to and be binding upon all Customers receiving Utility Services from the County.

No Guarantee of Continuous Supply

- 2
- (1)The County does not guarantee or warrant the continuous supply of potable water and the County reserves the right to change the operating pressure, restrict the availability of Water Services or to disconnect Water Services, in whole or in part, with or without notice, in accordance with this Bylaw. The County will endeavor to notify residents of any temporary alterations to their water service as soon as is practicable.
 - (2)Customers depending upon a continuous and uninterrupted supply or pressure of water or who require or have processes or equipment that require particularly clear or pure water shall provide such facilities, as they are considered necessary, to ensure a continuous and uninterrupted supply, pressure or quality of water required for this use. The County assumes no responsibility for same.
 - (3)The County does not guarantee or warrant the continuous capacity to collect, store and transmit Wastewater and the County reserves the right to restrict the availability of Sewer Services or to disconnect Sewer Services, in whole or in part, with or without notice, in accordance with this Bylaw.
 - (4)The County shall not be liable for damages, including losses caused by a break within the County’s Water System or Sewer System or caused by the interference or cessation of water supply including those necessary or advisable regarding the repair or proper maintenance of the County’s Water System or Sewer System, or generally for any accident due to the operation of the County’s Water System or Sewer System or for the disconnection of a Service Connection nor by reason of the water containing sediments, deposits, or other foreign matter.

Fees, Rates and Charges

- 3
- (1) The County will provide Utility Services at the fees, rates and other charges specified in the County’s Fee Schedule Bylaw as may be amended by Council by bylaw from time to time.
 - (2) Where rates, fees or charges have not been established in the County’s Fee Schedule Bylaw for a particular service the Chief Administrative Officer may establish charges for services provided.
 - (3) All additional services provided by the County to a Customer will be billed to the Customer in accordance with a written agreement between the Customer and the County.

PART II - SERVICE CONNECTIONS

Application for Service Connection

- 4
- (1) A Customer requesting Utility Services involving a new Service Connection shall apply to the Chief Administrative Officer by paying all associated fees and supplying information regarding the location of the Property to be served, the manner in which the Service Connection will be utilized, and any other information that may be reasonably required by the Chief Administrative Officer.
 - (2) Upon receipt of all required information and fees, verification of the Customer's identity and the accuracy of the information, the Chief Administrative Officer will advise the Customer whether and on what terms the County is prepared to supply Utility Services to the Customer, the type and character of the Service Connection(s) it is prepared to approve for the Customer, and any conditions, including without limitation, payments by the Customer, that must be satisfied as a condition of installation of a Service Connection(s) and supply of Utility Services.

Easements and Rights-of-Way

- 5
- At the request of the Chief Administrative Officer, the Customer shall grant or cause to be granted to the County, without cost to the County, such easements or rights-of-way over, upon or under Property owned or controlled by the Customer as the County may reasonably require for the construction, installation, maintenance, repair, and operation of the Water System or Sewer System.

Design and Engineering Requirements for Service Connections

- 6
- Detailed requirements for engineering and construction of Service Connections are set out in the Engineering Design Standards, or as may be otherwise directed by the Chief Administrative Officer. It is the Customer's responsibility to supply, at the Customer's cost, any plans and engineering reports pertaining to the Service Connection that the County may reasonably require, signed and sealed by a professional engineer.

Construction of Service Connections

- 7
- (1) The County shall provide and install all Facilities up to the Service Connection Point, subject to the terms of the Utilities Bylaw including without limitation, payments by the Customer.
 - (2) The Customer shall be responsible for the installation and condition of the Private Water Line or Private Drainage Line and all other piping and equipment or other facilities of any kind whatsoever on the Customer's side of the Service Connection Point, including but not limited to any cistern and pump required if Water Services are to be supplied through a Non-Pressurized System and:
 - (a) shall ensure that the Customer's proposed Private Water Line or Private Drainage Line receives approval from the County prior to construction;
 - (b) shall not backfill the excavation until such time as the County has inspected the work or has advised approval of the work.

Customer Responsibility for Service Connection

- 8
- (1) The Customer assumes full responsibility for the proper use of any Service Connection and any Utility Services provided by the County and for the condition, suitability and safety of any and all devices or equipment necessary for receiving Utility Services that are located on the Customer's Property.
 - (2) The Customer shall be responsible for determining whether the Customer requires any devices to protect the Customer's Property from damage that may result from the use of a Service Connection or Utility Services, or to protect the safety or reliability of the Water System or Sewer System. The Customer shall provide and install any such devices at the Customer's sole expense.

Compliance with Requirements and Use of Service Connection

9

- (1) A Customer shall ensure that the Customer’s facilities comply with the requirements of the Utilities Bylaw, all applicable statutes, codes, standards and regulations and with the County’s specifications.
- (2) A Customer shall not use a Service Connection or any Utility Service received in a manner so as to interfere with any other Customer’s use of a Service Connection, or Utility Services.
- (3) A Customer who has breached subsection (2) shall, at the Chief Administrative Officer’s request, take whatever action is required to correct such interference or disturbance at the Customer’s expense.

Abandonment of Service Connection

10 Whenever a Customer no longer requires a Service Connection, or wishes to abandon a Service Connection, the Customer shall first obtain approval from the Chief Administrative Officer for the method and location of abandonment and the Customer shall assume responsibility for all costs associated with the same.

Ownership of Facilities

11

- (1) The County retains ownership of all Facilities necessary to provide Utility Services to a Customer, up to and including the Service Connection Point, unless a written agreement between the County and a Customer specifically provides otherwise.
- (2) Payment made by a Customer for costs incurred by the County for supplying and installing Facilities does not entitle the Customer to ownership of any such Facilities, unless a written agreement between the County and the Customer specifically provides otherwise.

Access to Facilities

12

- (1) No Person shall obstruct or impede the County’s free and direct access to any Facilities.
- (2) A Customer shall be responsible for managing vegetation on the Property owned or controlled by the Customer to maintain adequate clearances and reduce the risk of contact with the County’s above-ground Facilities.
- (3) A Customer shall not install or allow to be installed on Property owned or controlled by the Customer any temporary or permanent structures that could interfere with the proper and safe operation of the County’s Facilities or result in non-compliance with applicable statutes, regulations, standards or codes.
- (4) Where a Customer contravenes any provision of this Section and fails to remedy such contravention within 10 days after receiving from the Chief Administrative Officer a notice in writing to do so, then in addition to any other legal remedy available the Chief Administrative Officer may take any steps necessary to remedy the contravention and may charge any costs of doing so to the Customer’s Account.

Interference with or Damage to Facilities

13

- (1) No Person shall interfere with or alter any Meter, seals or other Facilities or permit the same to be done by any Person other than an authorized agent of the County.
- (2) A Customer is responsible to pay for the cost of repairing, replacing or otherwise remedying any damage to or loss of Facilities located on the Customer’s Property unless occasioned by circumstances as determined in the Chief Administrative Officer’s sole discretion to have been beyond the Customer’s control.

Protection of Facilities on Customer’s Property

14 The Customer shall furnish and maintain, at no cost to the County, the necessary space and protective barriers to safeguard Facilities installed or to be installed upon the Customer’s Property. If the Customer refuses, the Chief Administrative Officer may, at his or her option, furnish and maintain, and charge the Customer for furnishing and maintaining, the

necessary protection. Such space and protective barriers shall be in conformity with applicable laws and regulations and subject to the Chief Administrative Officer's specifications and approval.

Customer to Pay Relocation Costs

15 The Customer shall pay all costs of relocating the County's Facilities at the Customer's request, if such relocation is for the Customer's convenience, or if necessary to remedy any violation of law or regulation caused by the Customer. If requested by the County, the Customer shall pay the estimated cost of the relocation in advance.

Prohibited Extension of Customer Owned Facilities

16 A Customer shall not extend or permit the extension of a Private Water Line, Private Sewer Line or any other Customer-owned piping, equipment or other assets that are connected directly or indirectly to the Water System or Sewer System, beyond the Property in respect of which they are used to supply Utility Services through a Service Connection.

PART III - UTILITY ACCOUNTS

Requirement for Account

- 17
- (1) The Owner of a Property shall apply for an Account with the County and pay all applicable fees as a condition of obtaining Utility Services, regardless of whether the provision of services requires installation of a new Service Connection(s) or construction of any new Facilities.
 - (2) In the case of a Multiple Dwelling, the Chief Administrative Officer may require that a separate Account be opened in respect of each Dwelling within the Multiple Dwelling, regardless of the number of Service Connections through which water is delivered to the Multiple Dwelling.
 - (3) Except as provided under the Utilities Bylaw, the County shall not grant Utility Services to a Tenant.
 - (4) Notwithstanding subsection (3) above, an Owner may request to have bills mailed to the Tenant at a Property under the Owner's name; however, the Owner of a Property where Utility Services are received shall be responsible for all services delivered or consumed and all fees, rates and charges levied for services delivered or consumed.
 - (5) Upon the change of ownership of a Property supplied with Utility Services, the new Owner shall apply for an Account with the County, failing which the County may deem an application to have been received from the new Owner of the Property and open an Account in the new Owner's name.

Security Deposits

- 18
- (1) The Chief Administrative Officer may, in his or her sole discretion, at the time of a Customer's application for Utility Services or at any time thereafter require the Customer to post a security deposit or increase an existing security deposit.
 - (2) The Chief Administrative Officer may, in his or her sole discretion, determine that a Customer is not required to post a security deposit or is no longer required to maintain an existing security deposit.
 - (3) A deposit made by a Customer shall be returned to the Customer when a Customer's Utility Services are terminated and the Customer's Account is closed. Where a Customer's Utility Services are terminated and the Customer's Account is closed for non-payment, prior to any refund, the security deposit will be applied to the balance owing by the Customer to the County.
 - (4) The County is not obliged to pay interest on any security deposit held by the County to a Customer.

Obligation to Pay

19

- (1) The Chief Administrative Officer may add to a Customer's Account the charges for all Utility Services provided by the County to the Customer, and the Customer is obligated to pay in full all such charges without reduction or set-off for any reason whatsoever, on or before the due date for the charges.
- (2) No reduction in charges for Utility Services will be made for water supplied to or made available for use by any Customer because of any interruption due to any cause whatsoever of the water supply.
- (3) The amount of the billing shall be based upon the rates, fees and charges set out in the County's Fee Schedule Bylaw, with water consumption being determined by the applicable Meter reading obtained on a bi-monthly basis, or such other frequency in the discretion of the Chief Administrative Officer. Where a Meter reading is not obtainable, at the discretion of the Chief Administrative Officer, a system-generated estimate may be used.
- (4) Payment on Accounts may be made to the County at such locations designated, and under any payment methods approved, by the Chief Administrative Officer from time to time.

Past Due Accounts

20

- (1) A late payment charge shall be applied to all charges on a Customer's Account if the Customer's payment has not been received by the County by the due date. The Customer may also be charged a dishonoured cheque charge for each cheque returned for insufficient funds.
- (2) Any charge on a Customer's Account remaining unpaid after the due date will be in arrears and constitute a debt owing to the County and is recoverable by any or all of the following methods, namely:
 - (a) by action, in any Court of competent jurisdiction;
 - (b) by disconnecting the Service Connection to the Customer, and imposing a re-connection fee prior to re-establishing Utility Services;
 - (c) by Council adding the outstanding Account balance to the tax roll of an Owner of a Property in accordance with the *Municipal Government Act*.

Disconnection without Notice

21 If the Chief Administrative Officer believes there is any actual or threatened danger to life or Property, or in any other circumstances the nature of which, in the Chief Administrative Officer's sole judgment, requires such action, the Chief Administrative Officer has the right to withhold connection or to disconnect a Service Connection without prior notice to the Customer.

Disconnection with Notice

22 The Chief Administrative Officer may withhold connection or may disconnect a Customer's Service Connection (without prejudice to any of the County's other remedies) after providing 48 hours advance notice to the Customer, as applicable, in the following circumstances:

- (a) if the Customer neglects or refuses to pay when due any amounts required to be paid under this Bylaw, which amount is not the subject of a good faith dispute;
- (b) as required by law;
- (c) if the Customer is in violation of any provision of the Utilities Bylaw or any agreement between the Customer and the County for the provision of Utility Services; or
- (d) any other similar circumstances to those described above that the Chief Administrative Officer determines, in its sole discretion, acting reasonably, require the withholding or disconnecting of service upon 48 hours' notice.

Reconnection of Service

23 Before the County reconnects or restores Utility Services, the Customer shall pay:

- (a) any amount owing to the County for the provision of Utility Services;
- (b) the applicable reconnection charges; and
- (c) any applicable security deposit.

The County’s Right of Entry

24

- (1) As a condition of receipt of Utility Services and as operational needs dictate, authorized representatives of the County shall have the right to enter a Customer’s Property at all reasonable times, or at any time during an Emergency, for the purpose of:
 - (a) installing, inspecting, maintaining, replacing, testing, monitoring, reading or removing the County’s Facilities;
 - (b) investigating or responding to a Customer complaint or inquiry;
 - (c) conducting an unannounced inspection where the Chief Administrative Officer has reasonable grounds to believe that unauthorized use of water or interference with Facilities, including but not limited to a Meter, has occurred or is occurring; and
 - (d) for any other purpose incidental to the provision of Utility Services.
- (2) The Chief Administrative Officer will make reasonable efforts to notify the Customer in advance of entering a Customer’s property or to notify any other Person who is at the Customer’s property and appears to have authority to permit entry, except:
 - (a) in cases of an Emergency;
 - (b) where entry is permitted by order of a court or other authority having jurisdiction;
 - (c) where otherwise legally empowered to enter;
 - (d) where the purpose of the entry is in accordance with subsection (1)(c) above.
- (3) The Customer shall pay a no access fee sufficient to cover the County’s reasonable out-of-pocket and administrative costs, if the County’s lawful entry to a Customer’s Property is prevented or hindered, whether by a Customer not keeping a scheduled appointment or for any other cause.

Removal of County Facilities

25 Where any Customer discontinues Utility Services furnished by the County, or the County lawfully refuses to continue any longer to supply it, any authorized representative of the County may at all reasonable times enter the Customer’s Property to remove any Facilities in or upon such Property.

False Information

26 No Person shall supply false information or make inaccurate or untrue statements in a document or information required to be supplied to the County pursuant to the Utilities Bylaw.

SCHEDULE “B”

TERMS AND CONDITIONS OF WATER SERVICES

Water Demand Management Measures

- 1
- (1) The Chief Administrative Officer may, at such times and for such lengths of time as is considered necessary or advisable, implement Water Demand Management Measures to restrict water usage to any or all parts of the County.
 - (2) All water restrictions shall be duly advertised by use of local media, printed or otherwise, prior to taking effect.
 - (3) No Person shall contravene the terms or conditions of any Water Demand Management Measures, without first obtaining the Chief Administrative Officer’s authorization.

Alternate Water Supply

- 2
- (1) Except as provided for in this Section, once a Property is connected to the Water System, no Person shall allow water to be supplied to that Property by way of a well, spring, or other source of water supply that is not connected to the Water System.
 - (2) In rural areas of the County, a Person may use an alternate source of water supply for irrigation, livestock watering, or other non-domestic purposes.
 - (3) In a hamlet of the County, a Person may use a well existing on a Property prior to the coming into force of this Bylaw for irrigation or other non-domestic purposes, but no new well may be drilled on any Property.
 - (4) No Person shall allow an alternate source of water to be connected, directly or indirectly, to the Water System.

Resale and Supply of Water

- 3
- No Person shall, unless authorized by the Chief Administrative Officer in writing:
- (a) resell water obtained from the Water System to any other Person;
 - (b) supply water obtained from the Water System to any Person who intends to sell the water; or
 - (c) supply water from the Water System to any Property that could be supplied with water through its own Service Connection.

Unauthorized Use of Water

- 4
- (1) No Person shall use water from the Water System, or allow water obtained from the Water System to be used:
 - (a) in a manner that will impede water use by other Customers;
 - (b) unless an Account has been opened by the Customer;
 - (c) unless the water has first passed through a Meter, except in the case of unmetered temporary Water Services in accordance with Section 6; or
 - (d) in any other unauthorized manner.
 - (2) If the Chief Administrative Officer finds an unauthorized use of water including without restriction as a result of any tampering with a Meter or other Facilities, the Chief Administrative Officer may make such changes in the County’s Meters, appliances, or other Facilities or take such other corrective action as may be appropriate to ensure only the authorized use of the Facilities, and also to ensure the safety of the general public.
 - (3) Upon finding an unauthorized use of water, the Chief Administrative Officer may disconnect the Service Connection immediately, without notice and shall charge the Person all costs incurred in correcting the condition, in addition to any other rights and remedies that may be available to the County.

- (4) A Person that uses water in contravention of this Section shall pay the following charges:
- (a) the applicable rate for the water used and, where necessary, based on an estimate by the Chief Administrative Officer of the amount of water used in contravention of this Section;
 - (b) all costs incurred by the County in dealing with the contravention; and
 - (c) any other applicable fees or charges provided for in the County’s Fee Schedule Bylaw.

Authorizations and Approvals for Private Water Line

- 5
- (1) The Customer shall be responsible for obtaining all permits, certificates, licenses, inspections, reports, and other authorizations necessary for the installation and operation of the Private Water Line.
 - (2) The County shall not be required to commence Water Services to a Property unless and until the Customer has complied with the requirements of all governmental authorities, permits, certificates, licenses, inspections, reports and other authorizations, all right-of-way agreements, and all of the County’s requirements applicable to the installation and operation of the Private Water Line. The County reserves the right, but is not obligated, to verify that all necessary authorizations have been obtained by the Customer.

Temporary Water Services

- 6 The County may provide temporary Water Services wherever practicable to a Customer for purposes of facilitating construction of a new development. The Customer will pay a rate, charge or fee for such Water Services as specified in the Utilities Bylaw. A Customer who is receiving temporary Water Services for the construction phase of a development ceases to be entitled to take temporary Water Services at the construction rate and is required to apply for metered Water Services when
- i) a County final inspection is issued for the development; or
 - ii) the development is being used for its intended purpose;
- whichever event occurs first.

PART IV - WATER METERS

Provision and Ownership of Meters

- 7
- (1) All water supplied by the County through each Service Connection shall be measured by one Meter unless the Chief Administrative Officer, in his or her sole discretion, has specified otherwise.
 - (2) The County shall, at the Customer’s sole cost, supply and install one or more Meters for the purpose of measuring the volume of water delivered to a Customer by way of a Service Connection. Each Meter shall remain the sole property of the County, notwithstanding the Customer has paid the County’s costs of supply, unless the Chief Administrative Officer and the Customer have expressly agreed in writing otherwise.
 - (3) In the case of new construction, a Customer’s Property may only be occupied after the Meter is installed and an Account opened.

Responsibilities of Customer

- 8
- (1) Each Customer shall ensure that a location on the Customer’s Property for Meter installation is provided, and that access to the Meter is provided for the purpose of reading or servicing the Meter, in accordance with all applicable Water Service Guidelines.
 - (2) Each Customer shall provide adequate protection for the Meter supplied by the County against freezing, heat or any internal or external damage.

- (3) When a Meter is damaged due to frost, heat or any other condition or means against which the Customer neglected to provide adequate protection, the cost of removal and repair or replacement of the Meter shall be borne by the Customer.

General Meter Restrictions

9

- (1) No Person, other than an authorized agent of the County, shall install, test, remove, repair, replace, or disconnect a Meter.
- (2) No Person shall break, tamper, or interfere with any Meter.
- (3) If a Meter is lost, damaged or destroyed, the Customer shall pay for the entire cost of the Meter removal, repair and reinstallation or for the cost of replacing the Meter.
- (4) No Person shall obstruct or impede direct and convenient access to Meters for the purpose of inspection, removal, repair, replacement or reading.

Subsidiary Meters

10

- (1) A Customer may, for his own benefit, and at his own cost, install a Subsidiary Meter between the Meter supplied by the County and the point of use of the water supplied, provided that the County shall under no circumstances be required to maintain or read a Subsidiary Meter installed under this Section.
- (2) All Subsidiary Meters shall remain the property of the Owner.
- (3) Where, in the opinion of the Chief Administrative Officer, a Subsidiary Meter has been installed in a manner so as to interfere with the operation of or access to the County's Meter, the Chief Administrative Officer may direct, in writing, that the Customer relocate or remove the Subsidiary Meter within a time frame selected by the Chief Administrative Officer.

Access to Meters

- 11 The Chief Administrative Officer may, at any reasonable time, read, inspect, remove or test a Meter installed on Property owned or controlled by the Customer.

Meter Readings

- 12 Where 3 consecutive estimated Meter readings have been used for billing purposes due to the Meter not being read by an authorized representative of the County as a result of the Customer failing to provide or allow the County access to the Meter during a billing period:
 - (a) a notice may be left at the Customer's address requesting the Customer to contact the Chief Administrative Officer within 2 working days, advising of the date and time that the Chief Administrative Officer will be able to have access to the Meter for the purpose of obtaining an actual Meter reading; or
 - (b) in the case where the Customer does not contact the Chief Administrative Officer within 2 working days, the County may disconnect the Service Connection without any further notice until such time as an actual Meter reading can be obtained.

Meter Testing

13

- (1) At the request of a Customer, the Chief Administrative Officer shall arrange for on-site Meter verification and if necessary, shall arrange for a Meter to be tested by a person qualified to perform such work. If, upon verification or testing or both, the Meter is found to be recording accurately, which for this purpose is defined as recording between 97% and 103% of actual consumption, then the Customer shall pay all applicable fees and charges for this service.
- (2) If the Meter is found to be recording inaccurately as defined above, the Chief Administrative Officer will:
 - (a) repair or replace the Meter and the cost, along with the costs of verification and testing, shall be borne by the County; and

- (b) the Account based on the readings of that Meter during the period of 4 months immediately preceding the date of the test or calibration shall be corrected to reflect the error in the Meter and the Customer shall pay, or shall be refunded, as the case may be, the amount so determined, which payment or refund shall be accepted by both the County and the Customer in full settlement of any claim that may arise out of the error in the Meter.
- (3) The Chief Administrative Officer may at any time inspect or test any Meter, on its own initiative, regardless of whether the Customer has requested inspection or testing. In such case no fees or charges are payable by the Customer.

Circumvention of Meter

- 14
- (1) If under any circumstances, a Person other than an authorized agent of the County prevents a Meter from accurately recording the total volume of water supplied, the County may disconnect the Service Connection or take other appropriate actions to ensure access to accurate Meter data or both.
 - (2) The Chief Administrative Officer may then estimate the demand and amount of water supplied but not recorded by the Meter at the Service Connection. The Customer shall pay the cost of the estimated water consumption plus all costs related to the investigation and resolution of the matter.

PART V - FIRE HYDRANTS AND OTHER FACILITIES

Use of Water from Fire Hydrants

- 15
- (1) Unless authorized by the Chief Administrative Officer, no Person shall operate or interfere with a fire hydrant, whether owned by the County or privately owned, except as necessary for firefighting purposes.
 - (2) A Customer requesting authorization to use water from a fire hydrant shall apply to the Chief Administrative Officer by paying all associated fees and supplying information regarding the location of the fire hydrant to be accessed, the manner in which it will be used, and any other information that may be reasonably required by the Chief Administrative Officer.
 - (3) The Chief Administrative Officer will advise the Customer whether and on what terms the County is prepared to authorize use of a fire hydrant and any conditions (including without limitation, payments by the Customer) that must be satisfied as a condition of using a fire hydrant.

Fire Hydrant Flow Tests

- 16
- (1) No Person shall conduct fire hydrant flow tests without first obtaining the authorization of the Chief Administrative Officer.
 - (2) Fire hydrant flow tests shall be conducted at the Customer's sole expense, including all costs associated with having a County representative attend to witness the test.

Private Fire Hydrants

- 17
- (1) A Customer who wishes to install a private fire hydrant on the Customer's Property may, upon obtaining approval for the installation from the Chief Administrative Officer, do so at the Customer's sole expense.
 - (2) A Customer shall ensure that every private fire hydrant located on the Customer's Property maintains an adequate volume, pressure and flow rate of water required for firefighting purposes.
 - (3) The Chief Administrative Officer may, at any reasonable time, inspect and test a private fire hydrant for compliance with the Water Bylaw.

Interference with Fire Hydrants

18

- (1) No Person shall do anything to obstruct access to, or interfere with the operation of, a fire hydrant.
- (2) Each Customer who owns Property on which a fire hydrant is located or Property that is adjacent to Property on which a fire hydrant is located shall maintain a clearance of at least 1 meter around a fire hydrant and shall not permit anything to be constructed, erected, placed or planted within that minimum clearance.

Operation of Curb Stops

- 19 No Person, other than an authorized representative of the County, shall operate a Curb Stop on any Property.

Cross Connections

20

- (1) No Customer shall install or allow to exist any connection or Cross Connection that could cause or allow drinking water in any part of the Water System to become contaminated or polluted in any way.
- (2) Where the Chief Administrative Officer determines that there exists a connection or Cross Connection prohibited by this Section, the Chief Administrative Officer shall give notice to the Customer to correct the connection or Cross Connection at the expense of the Customer within the time specified in the notice and may, in addition to any other legal remedy, disconnect the Service Connection immediately for such time as the prohibited connection or Cross Connection continues.

SCHEDULE “C”

TERMS AND CONDITIONS OF SEWER SERVICES

Unauthorized Use of Sewer System

1

- (1) No Person shall use the Sewer System, or allow the Sewer System to be used:
 - (a) in a manner that will impede the Sewer System’s use by other Customers;
 - (b) unless an Account has been opened by the Customer; or
 - (c) in any other unauthorized manner.
- (2) If the Chief Administrative Officer finds an unauthorized use of the Sewer System including without restriction any tampering with any of the Facilities, the Chief Administrative Officer may make such changes in its Facilities or take such other corrective action as may be appropriate to ensure only the authorized use of the Facilities, and also to ensure the safety of the general public.
- (3) Upon finding an unauthorized use of the Sewer System, the Chief Administrative Officer may disconnect the Service Connection immediately, without notice and shall charge the Person all costs incurred in correcting the condition, in addition to any other rights and remedies that may be available to the County.
- (4) A Person that uses the Sewer System in contravention of this Section shall pay the following charges:
 - (a) the applicable rate for the Sewer Services used based on an estimate by the Chief Administrative Officer of the value the contravention of this Section;
 - (b) all costs incurred by the County in dealing with the contravention; and
 - (c) any other applicable fees or charges provided for in this Bylaw.

Alternate Wastewater Collection

2

- (1) Once a Property is connected to the Sewer System, no Person shall, unless authorized in writing by the Chief Administrative Officer, maintain any privy, privy vault, septic tank, cesspool or other facility intended or used for the collection or disposal of Wastewater on that Property.
- (2) The Chief Administrative Officer may allow a Person to maintain alternate Wastewater collection facilities described in subsection (1) subject to such terms and conditions as the Chief Administrative Officer deems necessary, including but not limited to imposing a limit on the period of time for which the alternate Wastewater collection facilities may be used.
- (3) No Person who has been granted permission by the Chief Administrative Officer to maintain an alternate Wastewater collection facility shall allow that alternate facility to be connected, directly or indirectly, to the Sewer System.

Authorizations and Approvals for Private Sewer Line

3

- (1) The Customer shall be responsible for obtaining all permits, certificates, licenses, inspections, reports, and other authorizations necessary for the installation and operation of the Private Sewer Line.
- (2) The County shall not be required to commence Sewer Services to a Property unless and until the Customer has complied with the requirements of all governmental authorities, permits, certificates, licenses, inspections, reports and other authorizations, all right-of-way agreements, and all of the County’s requirements applicable to the installation and operation of the Private Sewer Line. The County reserves the right, but is not obligated, to verify that all necessary authorizations have been obtained by the Customer.

Discharge into Sewer System

4

- (1) Except as agreed to in writing by the Chief Administrative Officer, no Person shall discharge or permit to be discharged into the Sewer System any matter other than domestic Wastewater resulting from normal human living processes.
- (2) For greater certainty, and without in any way restricting subsection (1), no Person shall discharge or permit to be discharged into the Sewer System:
 - (a) any matter containing Hazardous Waste;
 - (b) any flammable liquid or explosive matter which, by itself or in combination with any other substance, is capable of causing or contributing to an explosion or supporting combustion;
 - (c) any matter which, by itself or in combination with any other substance, is capable of obstructing the flow of or interfering with the operation or performance of the Sewer System;
 - (d) any matter with corrosive properties which, by itself or in combination with any other substance, may cause damage to the Sewer System;
 - (e) any condensing water, heated water or other liquids of a temperature higher than one hundred and seventy (170) degrees Fahrenheit;
 - (f) the contents of any privy vault, manure pit or cesspool; or
 - (g) the contents of a sump pump or surface drainage.

Commercial or Industrial Wastes

5

- (1) No Wastewater or other matter resulting from any commercial, trade, industrial or manufacturing process shall be discharged or permitted to be discharged into the Sewer System unless prior approval has been granted by the Chief Administrative Officer and only then after any required pretreatment of the Wastewater or other matter as prescribed by the Chief Administrative Officer.
- (2) All necessary pretreatment equipment or works shall be installed by the Customer, at the Customer's sole expense, prior to the construction of the Service Connection and thereafter shall be continuously maintained and operated by the Customer.

No Dilution

- 6 No Person shall dilute or permit to be diluted any Wastewater in order to enable its discharge in compliance with these Terms and Conditions.

Oil, Grease and Sand Interceptors

7

- (1) The Customer of any Property on which there is commercial or institutional food preparation shall provide a grease and oil interceptor on all fixtures that may release oil and grease.
- (2) The Customer of any industrial, commercial or institutional Property where vehicles or equipment are serviced, repaired, disassembled or washed shall provide a grease, oil and sand interceptor on all fixtures that may release grease, oil or sand.
- (3) The Chief Administrative Officer may require a Customer of any Property to install an interceptor if the Chief Administrative Officer, in its sole discretion, determines that an interceptor is required.
- (4) All interceptors shall be:
 - (a) of sufficient capacity and appropriate design to perform the service for which the interceptors are used;
 - (b) located to be readily accessible for cleaning and inspection; and

- (c) maintained by the Owner.

Protection of Sewer System

8

- (1) No Person shall remove, damage, destroy, alter or tamper with any Facilities forming part of the Sewer System, except as authorized by the Chief Administrative Officer.
- (2) No person shall interfere with the free discharge of any Sewer Main or part thereof, or do any act or thing that may impede or obstruct the flow to, or clog up, the Sewer System.
- (3) In case of a blockage, either wholly or in part, of the Sewer System by reason of negligence or the failure or omission to strictly comply with the provisions of this Bylaw, the Customer concerned or Person responsible shall be liable for all clogs and the cleaning of such blockages and for any other amount for which the County may be held liable for due to such blockages.

Hauled Wastewater

- 9 No Person shall discharge or permit the discharge of hauled Wastewater except at a hauled Wastewater discharge location approved by the Chief Administrative Officer and only then in accordance with any terms and conditions imposed by the Chief Administrative Officer, including payment of applicable fees and charges.

Spills

10

- (1) Any Person who discharges or permits the discharge of any Wastewater or other matter contrary to this Bylaw shall, immediately after becoming aware of the discharge, notify:
 - (a) the Chief Administrative Officer and provide the following information:
 - i. name of the Person causing or permitting the discharge;
 - ii. location of the release;
 - iii. name and contact information of the Person reporting the discharge;
 - iv. date and time of the discharge;
 - v. type of material discharged and any known associated hazards;
 - vi. volume of the material discharged; and
 - vii. corrective action being taken, or anticipated to be taken, to control the discharge;
 - (b) the Owner of the Property, where the Person reporting the discharge is not the Owner and knows, or is readily able to ascertain the identity of the Owner; and
 - (c) any other Person whom the Person reporting knows or ought to know may be directly affected by the discharge.
- (2) The Person who discharged or permitted the discharge pursuant to subsection (1) shall, as soon as the Person becomes aware or ought to have become aware of the discharge, take all reasonable measures to:
 - (a) confine, remedy and repair the effects of the discharge; and
 - (b) remove or otherwise dispose of the matter in a lawful manner so as to minimize all adverse effects.



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

8.16. Bylaw No. 2015-22 - Noise Bylaw

#20151009001

Meeting : October 13, 2015

Meeting Date : 2015/10/13 10:00

Meeting Type : Council Meeting

Background

Bylaw No. 2015-22 is being presented to Council to regulate certain activities creating noise and to prohibit excessive noise. This Bylaw was brought before the Policy Committee on October 8th, 2015.

Recommendation

Motion to give first reading to Bylaw 2015-22, which is a Bylaw to regulate certain activities creating noise and to prohibit excessive noise.

Motion to give second reading to Bylaw 2015-22.

Motion to present Bylaw 2015-22 at this meeting for third reading.

Motion to give third reading to Bylaw 2015-22.

Additional Information

Originated By : kattanasio

Appendix 1 for 8.16.: Noise Control Bylaw

COUNTY OF ST. PAUL NO. 19

NOISE CONTROL BYLAW

BYLAW NO. 2015-22

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 “Audible Bird Scare Device” means a stationary instrument that creates an impulse sound from impacts or explosions and can include but is not limited to propane-fuelled exploders or cannons.
- 2.3 “Bylaw Enforcement Officer” means
- a) Any member of the Royal Canadian Mounted Police
 - b) Any Community Peace Officer
 - c) The Chief Administrative Officer of the County of St. Paul No. 19 or any person designated by the Chief Administrative Officer to enter and inspect property in accordance with the provisions of this Bylaw;
- 2.4 “Construction Equipment” includes any tool, device, or machine of a noisy nature used primarily for construction or manufacturing;
- 2.5 “Council” means the Council for the County of St. Paul No. 19;
- 2.6 “County” means the County of St. Paul No. 19;
- 2.7 “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.

Appendix 1 for 8.16.: Noise Control Bylaw

- 2.8 "Farm Implement" means any implement, equipment, engine, motor, machine, combine, vehicle or attachment used or intended for use in Agricultural Operation;
- 2.9 "Hamlet" means any area designated as a Hamlet in accordance with the *Municipal Government Act*;
- 2.10 "Holiday" means any day declared as such by a municipal, provincial, or federal authority;
- 2.11 "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;
- 2.12 "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.
- 2.13 "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.
- 2.14 "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.
- 2.15 "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;
- 2.16 "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.

Appendix 1 for 8.16.: Noise Control Bylaw

- 3.5 No Audible Bird Scare Devices may be used at Night in the County's Intermunicipal Development Plan Areas with the Town of Elk Point with the exception of the Referral Lands and the Town of St. Paul as shown in Appendix 1 and 2.

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 with the exception of the use of an Audible Bird Scare Device which must adhere to the guidelines provided in this Bylaw;

Appendix 1 for 8.16.: Noise Control Bylaw

- 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

Appendix 1 for 8.16.: Noise Control Bylaw

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. 2015-03 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 13th day of October, A.D. 2015.

Read a second time in Council this 13th day of October, A.D. 2015.

Read a third time in Council this 13th day of October, A.D. 2015.

Reeve

Chief Administrative Officer

APPENDIX 1



APPENDIX 2





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

Issue Summary Report

8.17. Bylaw No. 2015-23 - Municipal and Reserve Lands Regulation Bylaw

#20151008011

Meeting : October 13, 2015

Meeting Date : 2015/10/13 10:00

Meeting Type : Council Meeting

Background

Bylaw 2015-23 is being presented to Council for the purposes of regulating and managing municipal lands and municipal reserves with the County of St. Paul. This Bylaw was brought before the Policy Committee on October 8th, 2015.

Recommendation

Motion to give first reading to Bylaw 2015-23, which is a bylaw to provide for the regulation and management of municipal lands and municipal reserve lands as per the recommendations of the Policy Committee.

Motion to give second reading to Bylaw 2015-23.

Motion to present Bylaw 2015-23 at this meeting for third reading.

Motion to give third reading to Bylaw 2015-23.

Additional Information

Originated By : kattanasio

COUNTY OF ST. PAUL NO. 19
MUNICIPAL AND RESERVE LANDS REGULATION BYLAW
BYLAW NO. 2015-23

A Bylaw of the County of St. Paul No. 19, in the Province of Alberta,
providing for the regulation of municipal land and reserves.

WHEREAS, pursuant to Section 7 (a) of the Municipal Government Act Revised Statutes of Alberta, 2000, Chapter M-26 and the amendments thereto, as amended from time to time, the County of St. Paul No. 19 may pass Bylaws for the protection and preservation of Municipal Lands and Reserves.

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

SHORT TITLE

- 1.1 This Bylaw may be cited as the “Municipal and Reserve Lands Regulation Bylaw.”

2. DEFINITIONS

- 2.1 “Bylaw Enforcement Officer” means
- a) Any member of the Royal Canadian Mounted Police
 - b) Any Community Peace Officer
 - c) The Chief Administrative Officer of the County of St. Paul No. 19 or any person designated by the Chief Administrative Officer to enter and inspect property in accordance with the provisions of this Bylaw.
- 2.2 “Chief Administrative Officer” means the Chief Administrative Officer of the County of St. Paul No. 19 regardless of any subsequent title that may be conferred on that Officer by Council or statute, or his or her designate.
- 2.3 “Clear-cutting” means the felling and removal of all or most of the trees from a given tract of land.
- 2.4 “Council” means the Municipal Council of the County of St. Paul No. 19.
- 2.5 “County” means the County of St. Paul No. 19, a municipal corporation in the Province of Alberta and where the context so requires means the area contained within the corporate boundaries of the said municipality.
- 2.6 “Environmental Reserve” (ER) – means a part of land parcel designated as an environmental reserve as defined under section 664(1) of the Municipal Government Act R.S.A. 2000, c-M-26.
- 2.7 “Litter” means any solid or liquid material or product or combination of solid or liquid materials or products including, but not limited to:
- (i) Any rubbish, refuse, garbage, paper, package, container, bottle, can, manure, or sewage or the whole or part of an animal carcass; or
 - (ii) The whole or part of any article, raw or unprocessed material, motor vehicle or other machinery, that is disposed of; or
 - (iii) Any dirt, gravel, rock, sand, rubble, or clean fill; or
 - (iv) Any other material or product that is designated as litter in the Alberta Environmental Protection and Enhancement Act, as amended from time to time, and the Regulations thereunder.
- 2.8 “Motor Vehicle” means a motor vehicle as defined in the *Traffic Safety Act*, R.S.A. 2000 c. T.6., as amended from time to time and the regulations thereunder.
- 2.9 “Municipal Land” means a parcel of land or a part of a parcel of land owned by the County or land in which the County is in the process of

acquiring and does not include lands designed for public use including but not limited to campgrounds. Such lands include but are not limited to lands designated as Municipal Reserve, School Reserve, Municipal and School Reserve, Environmental Reserve, or Public Utility Lot.

- 2.10 “Municipal Reserve” (MR) means a part of land parcel designated as a Municipal Reserve as defined in Section 666(1) of the *Municipal Government Act* R.S.A. 2000, c. M-26.
- 2.11 “Municipal and School Reserve” (MSR) means a part of a land parcel designated as municipal school reserve as defined in Section 666(1) of the *Municipal Government Act* R.S.A. 2000, c. M-26.
- 2.12 “Nuisance” means any activity or condition within the County of St. Paul No. 19 which interferes with, annoys, disturbs, injures, or endangers the safety, comfort, peace, or health of others.
- 2.13 “Order to Comply” means an Order or warning, issued under this Bylaw.
- 2.14 “Permit” means a written authorization issued pursuant to approval granted by the County of St. Paul No. 19 in respect to activities on Municipal Lands, reserves, or structures.
- 2.15 “Permittee” means a person who applied and obtained a permit in respect to activities on Municipal Lands, reserves, or other structures.
- 2.16 “Public Utility Lot” (PUL) means a part of a land parcel designated as a public utility lot as defined in the *Municipal Government Act*, R.S.A. 2000, c. m-26.
- 2.17 “Reserve Lands” means an Environmental Reserve, a walkway, a Municipal Reserve, a School Reserve, a Municipal and School Reserve, as defined in the *Municipal Government Act*, R.S.A. 2000, c. M-26.
- 2.18 “School Reserve” (SR) means a part of a land parcel designated as a School Reserve as defined in the *Municipal Government Act*, R.S.A. 2000, c. M-26.
- 2.19 “Strict Liability” means a Person is responsible for the damage and loss caused by their acts and omissions regardless of culpability.
- 2.20 “Structures” means any man-made building or feature with the exception of seasonal docks or piers.
- 2.21 “Unauthorized Use” means any use which falls under offenses on any Reserve Lands without a valid permit.
- 2.22 “Violation Ticket” means a ticket issued to Part 2 of the *Provincial Offences and Procedures Act*, R.S.A. 2000, c. P-34.

3. AUTHORITY OF BYLAW ENFORCEMENT OFFICERS

- 3.1 Any Bylaw Enforcement Officer appointed or employed by the County are authorized to enforce any section of this Bylaw.
- 3.2 Bylaw Enforcement Officers for the purpose of this Bylaw may:
 - a) Enforce any part of this Bylaw within the County corporate boundary;
 - b) Access any Municipal Land, Municipal Reserve, or Structure, at any time for inspection or enforcement activities;
 - c) Suspend or cancel permits issued pursuant to any Municipal Land or Municipal Reserve;
 - d) Order a person or corporation to cease and desist any activity on Municipal Land, Municipal Reserve or Structure, which in the opinion of the Bylaw Enforcement Officer, such activity may compromise the quality of the Land or Reserve;
 - e) Order the restoration of any disturbed Municipal Land or Municipal Reserve to their original condition at the offender’s expense;
 - f) Remove or seize any items not described within the terms of an authorized Permit.

- g) Serve written notice describing the unsatisfactory condition(s), expectations of restoration, and a date to which such restoration is to be completed by. Failure to meet conditions may result in prosecution.

4. OFFENCES

- 4.1 No person shall without, a written authorized Permit:
 - a) Dig in the earth, or remove any natural feature or man-made Structure from Municipal Land or Municipal Reserve;
 - b) Construct or remove Structure on any Municipal Lands or Municipal Reserve; or
 - c) Place or erect any Structures, signs, bulletins, posts, poles or advertising devices or any kind, attach any notice, bill, poster, wire, or cord to any tree, shrub, fence, railing, post, or Structure on any Municipal Land or Municipal Reserve.

- 4.2 No personal shall under any circumstances:
 - a) In any way injure or deface any turf, tree, shrub, hedge, plant, flower, or structure on Municipal Land or Municipal Reserve;
 - b) Fail to produce a valid permit at the request of a Bylaw Enforcement Officer, on any Municipal Land, Municipal Reserve, or Structure;
 - c) In the opinion of a Bylaw Enforcement Officer, conduct any activity, which causes the disturbance to anyone’s peaceful enjoyment or public or private property;
 - d) Discard any litter on land or water on Municipal Land or Municipal Reserve;
 - e) Obstruct at Bylaw Enforcement Officer in the performance of his investigation and lawful authority to enforce this Bylaw;
 - f) Discharge contaminants including but not limited to fuel, herbicides, and fertilizers;
 - g) Sell or offer for sale any article of food, drink, or merchandise, or carry on any business on any Municipal Land or Municipal Reserve;
 - h) Park or operate any Motor Vehicles or trailers on Municipal Land or Municipal Reserve;
 - i) Camp or take occupancy on any Municipal Land or Municipal Reserve;
 - j) Light any outdoor fire on Municipal Land or Municipal Reserve;
 - k) Permit any livestock to graze on any Municipal Land or Municipal Reserve;
 - l) Discharge any firearms, rockets, or other projectiles on Municipal Land or Municipal Reserve;
 - m) Hunt or trap any animal on Municipal Reserve, Environmental Reserve, School Reserve, or Municipal and School Reserve; or
 - n) Clear-cutting.

5. GENERAL PENALTY PROVISION

- 5.1 Any person that violates any provision of this Bylaw is guilty of an offence and is liable upon conviction to a maximum fine as set out in the County’s Fee Schedule Bylaw, as amended from time to time, or in default of payment of the fine to imprisonment for a period not exceeding one year, or to both fine and imprisonment in such amounts.

6. MINIMUM AND SPECIFIED PENALTIES

- 6.1 The minimum and specified penalty for violation of any provision of this Bylaw is set out in the County’s Fee Schedule Bylaw, as amended from time to time.
- 6.2 The levying and payment of any fine or the imprisonment for any period in this section shall not relieve a person from the necessity of paying any

fees, charges, or costs from which he is liable under the provisions of this Bylaw.

- 6.3 If a person violates the same provision of this Bylaw twice within a one year period, the minimum and specified penalty for the second violation shall increase in amount from the first violation.
- 6.4 A Provincial Judge or Commissioner, in addition to penalties, may if they consider the offence sufficiently serious, direct or order restoration of the affected land or, order compensation to be paid to the County as a result of costs incurred by the County for restoration.

7. ENFORCEMENT

- 7.1 Where a Bylaw Enforcement Officer has reasonable grounds to believe that a person has violated any provision of this Bylaw, the Bylaw Enforcement Officer may commence court proceedings against such a person by:
 - a) Issuing an Order to Comply to remedy the contravention in any manner deemed necessary in the circumstances pursuant to Section 545 of the *Municipal Government Act*; or
 - b) Issuing the person a Violation Ticket pursuant to the provisions of Part 2 of the *Provincial Offences Procedure Act*.
- 7.2 Where a Bylaw Enforcement Officer issues a person an Order to Comply, the Officer may:
 - a) Identify the Unauthorized Use;
 - b) Direct the person to take action or measures necessary to remedy the Unauthorized Use including, but not limited to, the restoration of the Municipal or Reserve Land to a natural state; and
 - c) State the time within which the person must fulfill the Order to Comply;
 - d) State that if the person does not abide by the Order to Comply in a specified time, the County may take action or measures at the expense of the person.
- 7.3 Where a Bylaw Enforcement Officer issues a person a Violation Ticket, the Officer may either:
 - a) Allow the person to pay the specified penalty as indicated on the Violation Ticket; or
 - b) Require a court appearance of the person where the Bylaw Enforcement Officer believes that such an appearance is in the public interest, pursuant to the provisions of Part 2 of the *Provincial Offences Procedure Act*.
- 7.4 No provision of this Bylaw nor any action taken pursuant to any provision of this Bylaw shall restrict, limit, prevent, or preclude the County from pursuing any other remedy in relation to a premises provided by the *Municipal Government Act*, or any other law in the Province of Alberta.

8. STRICT LIABILITY

- 8.1 It is the intention of Council that all offences created by this Bylaw be interpreted to be Strict Liability offences.

9. SEVERABILITY

- 9.1 Each provision of this Bylaw is independent of all other provisions. If any such provision is declared invalid by a court of competent jurisdiction, all other provisions of this Bylaw will remain valid and enforceable.

10. EFFECTIVE DATE

- 10.1 This Bylaw comes into effect on January 1st, 2016.

Read a first time in Council this 13th day of October, A.D. 2015.

Read a second time in Council this 13th day of October, A.D. 2015.

Read a third time in Council this 13th day of October, A.D. 2015.

REEVE

CHIEF ADMINISTRATIVE OFFICER

DRAFT



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

Issue Summary Report

8.18. Bylaw No. 2015-24 - Amend LUB - Rezone PNE 11-57-9-W4 from Ag to CR(1) #20151008009

Meeting : October 13, 2015

Meeting Date : 2015/10/13 10:00

Meeting Type : Council Meeting

Background

Bylaw No. 2015-24 is being presented to Council to amend Land Use Bylaw No. 2013-50 as it relates to rezoning 10 acres in PNE 11-59-9-W4 from Agricultural to Country Residential One (CR1). The applicant wants to create an acreage on the property.

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

The applicant will also be required to hold a public consultation prior to the public hearing being held.

Recommendation

Motion to give first reading to Bylaw No. 2015-24, as it relates to rezoning 10 acres in PNE 11-57-9-W4 from Agricultural to Country Residential One (CR1).

Additional Information

Originated By : pcorbiere

COUNTY OF ST. PAUL REZONING APPLICATION

Name of Applicant: BRIAN L. KOTOWICH Email: bksfarm@mcsnet.ca

Mailing Address: Box 787 ST. PAUL AB T0A 3A0

Telephone (Home): (780) 645-4158 (Business): (780) 210-0163 cell (Fax): _____

Registered Owner (if not applicant): Brian + Shelly Kotowich

Mailing Address: Box 787 St. Paul AB T0A 3A0

Telephone (Home): _____ (Business): _____ (Fax): _____

1. LEGAL DESCRIPTION OF LAND TO BE REZONED:

- a) All part of the NE $\frac{1}{4}$ 11 section 57 township 9 range W4M
- b) Being all / parts of Lot _____ Block _____ Registered Plan _____
- c) Total area of the above parcel of land to be rezoned is 10 acres (hectares)

2. ZONING INFORMATION:

- a) Current Zoning as per the Land Use Bylaw 2013-50: Agriculture (Ag)
- b) Desired Zoning as per the Land Use Bylaw 2013-50: Country Residential One
- c) Proposed use as per the Land Use Bylaw 2013-50: Single Family Dwelling
- 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:
If balance of quarter is sold - I would like to retain
the 10 acres for my kids in the future or as a possible
resale. There is Power and gas on the property which would
make set up for the acreage a lot easier, cost effective.

Appendix 1 for 8.18.: Rezoning Application

3. LOCATION OF LAND TO BE REZONED:

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

If "yes", the adjoining municipality is _____

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

If "yes" the highway is No. _____

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

If "yes", state its name _____

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

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

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

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

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

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

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

4. PHYSICAL CHARACTERISTICS OF LAND TO BE SUBDIVIDED:

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

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

Open land

5. WATER SERVICES:

a) Existing Source of Water: CS

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

☐ Proposed water supply to new lots by a licensed (surface)water distribution system;

☐ Proposed water supply to new lots by cistern and hauling;

☒ Proposed water supply to new lots by individual water wells.

Appendix 1 for 8.18.: Rezoning Application

6. SEWER SERVICES:

a) Existing sewage disposal: Ø

b) Proposed sewage disposal: open discharge

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

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

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

Appendix 1 for 8.18.: Rezoning Application

REGISTERED OWNER OR PERSON ACTING ON BEHALF:

I, BRIAN L. KOTOWICH hereby certify that (check one):

☒ I am the registered owner; or

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

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

Agent Signature

Date


Owner Signature

Sept 15/15
Date


Owner Signature

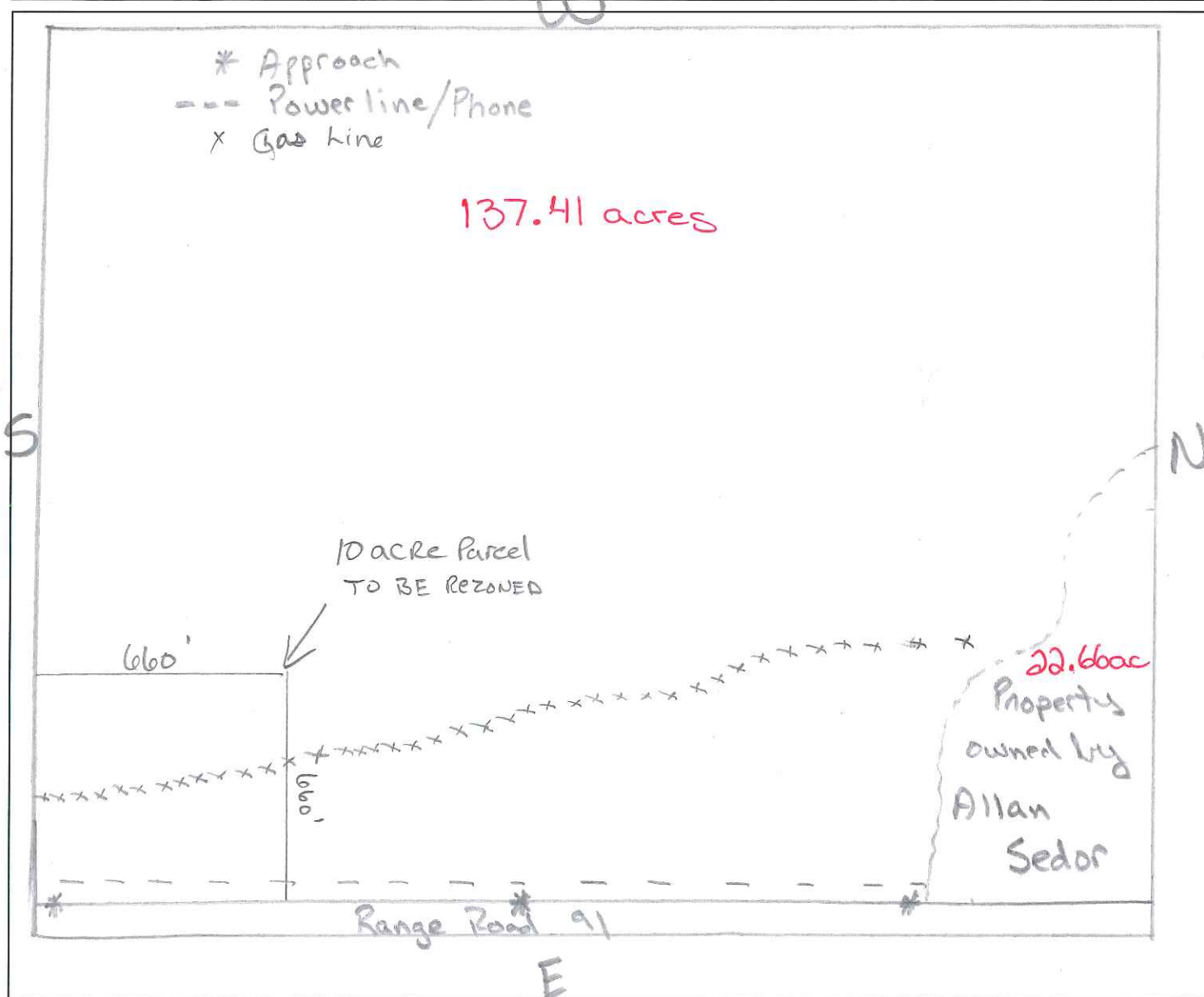
September 15/15
Date

Appendix 1 for 8.18.: Rezoning Application

Lot _____ Block _____ Plan _____ and/or Part of NE ¼ Sec 11 Twp 57 Rge 9 W4M

Proposed Sketch – please indicate/include:

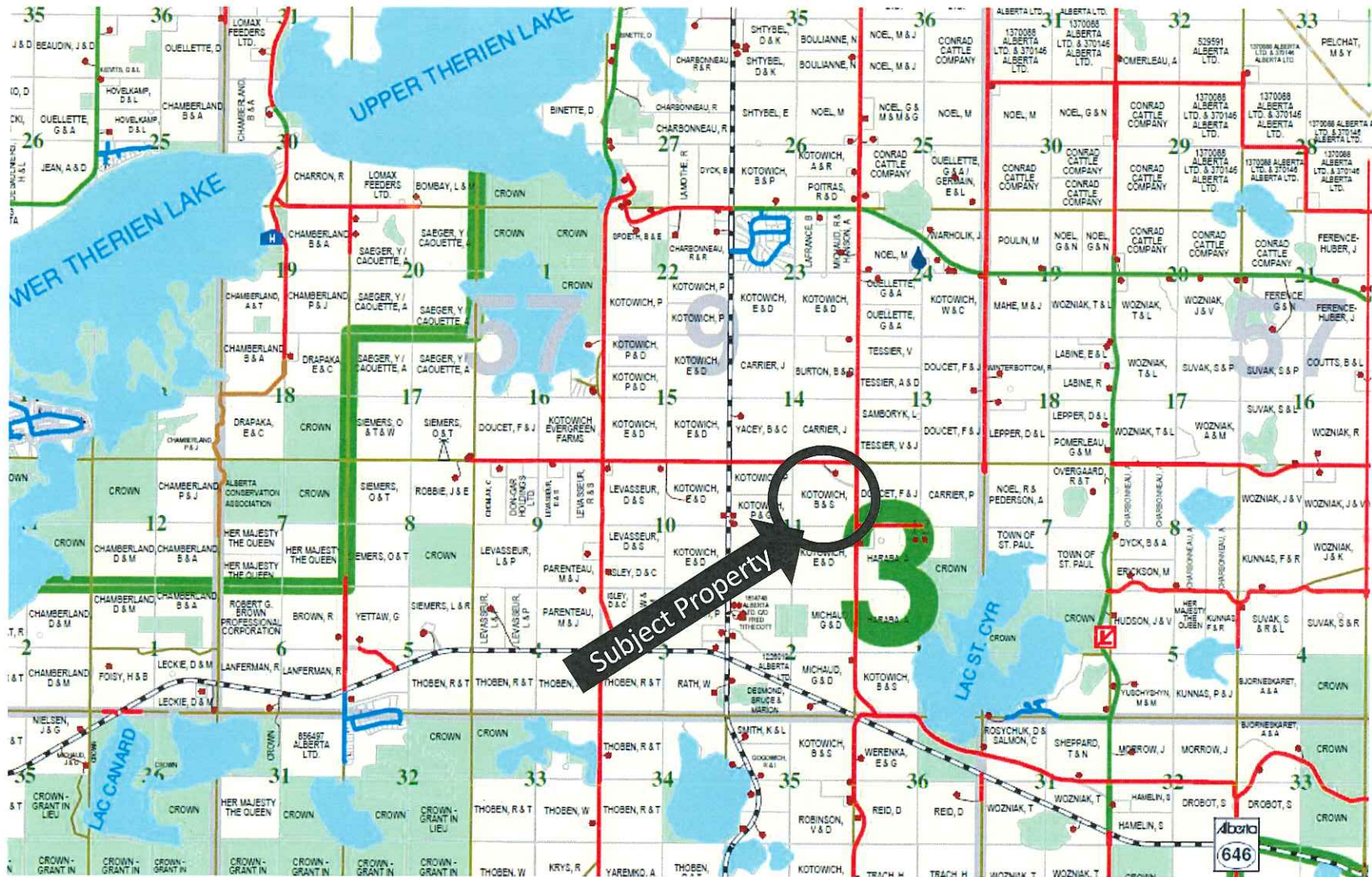
- The use, location and dimensions of buildings on the land and specify which buildings may be demolished or moved from property.
- Location of any water bodies on subject property.
- All developed and undeveloped road allowances.
- Indicate the North direction.
- Location of all right-of-way and easements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



Date: Sept 15 /15

Signature of Applicant: [Signature]

Figure 1 – General Location Map



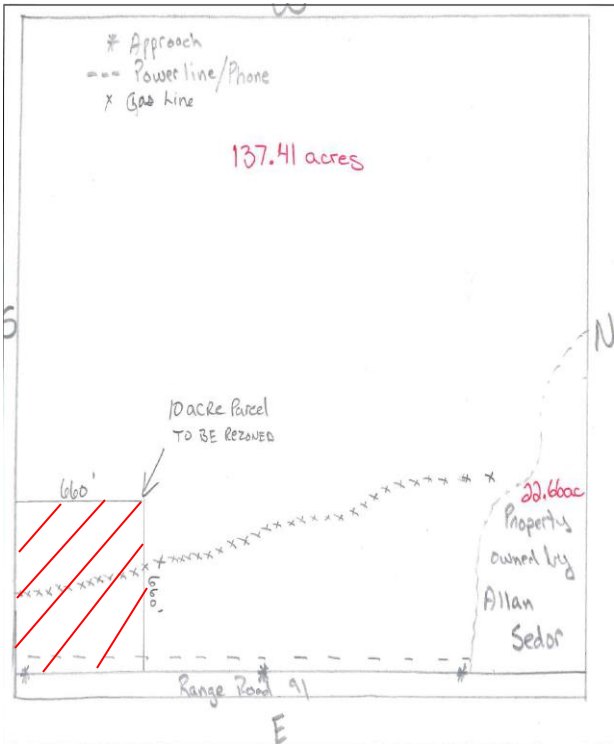
COUNTY OF ST. PAUL NO. 19
BY-LAW NO. 2015-24

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: 10 acres in NE 11-57-9-W4



Read a first time in Council this 11th day of October, A.D. 2015.

Advertised the day of , A.D. 2015, and the day of , 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
5015 - 49 Avenue, St. Paul, AB T0A 3A4
www.county.stpaul.ab.ca

Issue Summary Report

8.19. Bylaw No. 2015-25 - Licence Road Allowance between SW 27 and SE 28-57-10-W4

#20151008012

Meeting : October 13, 2015

Meeting Date : 2015/10/13 10:00

Meeting Type : Council Meeting

Background

Rick & Shannon Halkow are applying for a licence agreement for the undeveloped road allowance located between SW 27-57-10-W4 and SE 28-57-10-W4. They want to licence the road allowance and put a gate across it, in an attempt to stop people from dumping garbage on the road allowance - there have been fridges, washing machines dumped on the road allowance. The adjacent landowners have signed the consent on the application form and the applicant has paid the application fee.

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

After first reading the bylaw must be advertised.

Recommendation

Motion to give first reading to Bylaw No. 2015-25, Licence Agreement for road allowance located between SW 27-57-10-W4 and SE 28-57-10-W4.

Additional Information

Originated By : pcorbiere

Adjacent Landowner Consent to License an Undeveloped Road Allowance

(Each adjacent landowner must complete a copy of this form)

I/We RICK O SHANNON HALKOW am (are) applying to obtain a license to
Full name(s) of applicant(s)

occupy the undeveloped road allowance situated W1/2 SW 27-57-10-4
provide legal location

for the sole purpose of INSTALLING A GATE AT ENTRANCE OF
Describe in detail the intended use
THIS ROAD TO STOP MORE CONCERNS FROM FURTHER HAPPENING.
CONCERNS: - DUMPING OF GARBAGE AND HOUSEHOLD APPLIANCES IN
SLOUGH, PARTYING, HUNTERS SHOOTING IN BACK, PEOPLE TRESPASSING
ON LAND.

In order to undertake the above stated activity, I/We intend to make the following
 improvements to the undeveloped road allowance described herein:

INSTALLING A GATE AT ENTRANCE.
Detail the improvements

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

“Abutting” means any property (indicated by “X”) touching the
 road allowance which is to be occupied, unless it is separated by
 another road allowance.

TREMBLAY X		BEAUDIN X
TREMBLAY X		HALKOW X
X		X

Appendix 1 for 8.19.: Application to Licence Road Allowance

CONSENT:

Having been informed of the proposed license application, I Joe & Brooke Tremblay
Name of landowner

Owner of NE 57 10 W4
SE 57 10 W4
Provide legal location have no objection to Rick & Shannon Halkow
Name of applicant(s)

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

Brooke Tremblay
Signed Date Sept 23 / 15

Kim Yaupe
Witness Date Sept 23 / 15

CONSENT:

Having been informed of the proposed license application, I ROGER BEAUDIN & JOHN BEAUDIN
Name of landowner

Owner of N4 - 27 - 57 - 10 W4
Provide legal location have no objection to RICK & SHANNON HALKOW
Name of applicant(s)

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

Roger Baudin - John Baudin
Signed Date Sept. 23/15

Kim Yaupe
Witness Date Sept 23 / 15

CONSENT:

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

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

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

Signed Date

Witness Date







Issue Summary Report

8.20. Bylaw No. 2015-26 - Amend LUB - Wording Change - Section 7.30

#20151009018

Meeting : October 13, 2015

Meeting Date : 2015/10/13 10:00

Meeting Type : Council Meeting

Background

The parks department will be upgrading the sewage disposal system at the Floatingstone Municipal Park and the Westcove Municipal Park. We require an amendment to Land Use Bylaw 2013-50 to permit the installation and operation of a disposal field or treatment mound at these parks.

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.

a. Notwithstanding the above, Lot 10, Block 1, Plan 8122184 (contained within SW 25-57-10-W4M) shall be permitted to install and operate a disposal field or treatment mound as soils dictate. The private sewage disposal system shall meet the requirements of the Alberta Private Sewage Systems Standard of Practice Regulation (2009) as amended from time to time.

b. Notwithstanding the above, SE 24-59-10-W4M (Westcove Municipal Park) shall be permitted to install and operate a disposal field or treatment mound as soils dictate. The private sewage disposal system shall meet the requirements of the Alberta Private Sewage Systems Standard of Practice Regulation (2009) as amended from time to time.

c. Notwithstanding the above, Lot OT, Plan 5183JY (Floating Stone Municipal Park) shall be permitted to install and operate a disposal field or treatment mound as soils dictate. The private sewage disposal system shall meet the requirements of the Alberta Private Sewage Systems Standard of Practice Regulation (2009) as amended from time to time.

Recommendation

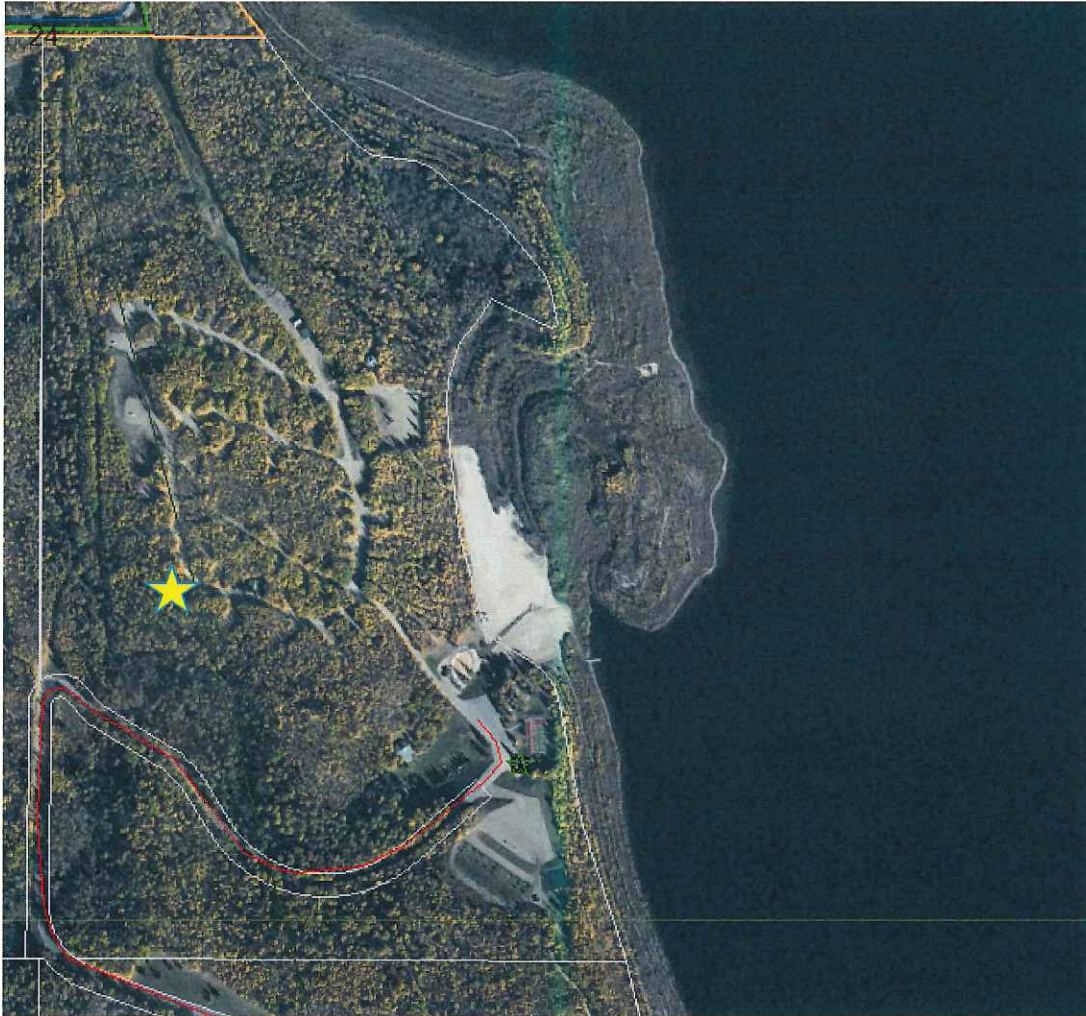
Motion to give first reading to Bylaw No. 2015-26, which is a Bylaw to amend Land Use Bylaw No. 2013-50 as it

relates to adding a notwithstanding clause under section 7.30.

Additional Information

Originated By : pcorbiere

Westcove Municipal Park



★ Proposed Field Location

910 feet (277m) to lakeside property line

Floating Stone Municipal Park



★ Proposed Field Location

629 feet (192m) to lakeside property line

COUNTY OF ST. PAUL NO. 19

BY-LAW NO. 2015-26

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 with the following insertion:

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.
 - a. Notwithstanding the above, Lot 10, Block 1, Plan 8122184 (contained within SW 25-57-10-W4M) shall be permitted to install and operate a disposal field or treatment mound as soils dictate. The private sewage disposal system shall meet the requirements of the Alberta Private Sewage Systems Standard of Practice Regulation (2009) as amended from time to time.
 - b. Notwithstanding the above, SE 24-59-10-W4M (Westcove Municipal Park) shall be permitted to install and operate a disposal field or treatment mound as soils dictate. The private sewage disposal system shall meet the requirements of the Alberta Private Sewage Systems Standard of Practice Regulation (2009) as amended from time to time.
 - c. Notwithstanding the above, Lot OT, Plan 5183JY (Floating Stone Municipal Park) shall be permitted to install and operate a disposal field or treatment mound as soils dictate. The private sewage disposal system shall meet the requirements of the Alberta Private Sewage Systems Standard of Practice Regulation (2009) as amended from time to time.

Read a first time in Council this 13th day of October, 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

Issue Summary Report

8.21. HR-108 - Short Term Disability Policy

#20151009002

Meeting : October 13, 2015

Meeting Date : 2015/10/13 10:00

Meeting Type : Council Meeting

Background

Policy HR-108 is being presented to Council to approve the establishment of short-term disability benefits for the full-time and seasonal County employees. This Policy was brought before the Policy Committee on October 8th, 2015.

Recommendation

Motion to approve Policy HR-108 as it relates to the establishment of short-term disability benefits, 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 values the health and well-being of its employees and desires to provide our full-time permanent and seasonal municipal employees who are unable to work as a result of an extended illness, injury, or disability, with short-term disability benefits.

POLICY STATEMENT:

A) GENERAL MATTERS:

- 1) The County will engage the services of a third party disability management firm that specializes in disability management to assist with the management of short-term disability claims. This company may change from time to time.

B) SHORT-TERM DISABILITY BENEFIT:

- 1) *Short-term disability* is defined as a sickness, injury, disability, or quarantine restriction that causes the employee to be absent from work for more than five (5) working days. Employees will be considered disabled as long as they are continuously unable to perform the essential duties of their own occupation as a result of a non-work related sickness or injury.
- 2) If an employee becomes disabled due to a non-work related accident or sickness, they are eligible starting on the first day of the sickness or injury if you are hospitalized. Hospitalization is defined as being confined to a legally licensed hospital for at least twenty-four (24), or if you require surgery performed in a legally licensed hospital, but are not required to stay over night.
- 3) If an employee becomes unable to perform their work due to a non-work related accident or sickness and does not require hospitalization, the

employee will be eligible for the benefit starting on the sixth (6th) working day following their last day at work.

- 4) For the first five (5) days of a non-work related accident or sickness, employees will use sick day benefits in accordance with Policy HR-29.
- 5) All permanent full-time and seasonal municipal employees who work a minimum of thirty hours a week and have completed their probationary period and are under seventy (70) years of age are eligible for short-term disability benefits.
- 6) Employees eligible for short-term disability coverage are entitled to 100% of their regular earnings. For the purposes of this benefit calculation, only gross annual earnings will be used. Bonuses, expense allowances, and overtime pay are excluded.
- 7) Short-term disability benefits are taxable, insurable, and pensionable.
- 8) Vacation time will accrue at the regular rate that the employee is entitled to based on their years of service.
- 9) The maximum benefit period that you can receive short-term disability benefits is ninety (90) calendar days. Following the initial ninety (90) calendar day period, employees will be required to seek other forms of compensation including long-term disability or unemployment insurance.
- 10) The Short-term disability benefit terminates immediately when any of the following events occur:
 - a) The date the maximum benefit period is reached;
 - b) The date the employee is no longer disabled or sick;
 - c) The date the employee starts active employment, except in rehabilitative employment as approved in writing in advance by the Chief Administrative Officer;
 - d) The date the employee fails to provide satisfactory evidence to the County's third party disability management firm that they are still disabled or sick;
 - e) The date that an employee refuses to participate in any rehabilitation assessment, program, or employment when required to do so;

- f) The date that an employee stops receiving regular and/or appropriate medical treatment by a physician or surgeon;
- g) The date that an employee retires; or
- h) The date that an employee dies.

11) If an employee has a sickness or disability for which the County paid short-term disability benefits and the condition reoccurs again due to the same sickness or related causes, the County will consider it a continuation of your previous disability if it occurs within two weeks of the end of the employee's previous disability. The benefits will be based on the employee's coverage as it existed on the original date of disability and will be paid up until the end of the maximum benefit period. The employee must remain employed with the County when the sickness or disability reoccurs.

C) INELIGIBILITY:

- 1) Short-term disability benefits are not payable for sicknesses or disabilities occurring in the following situations:
- If an employee receives or is entitled to a benefit under Workers' Compensation or any similar law
 - If the employee is on a leave of absence, however if an employee is still sick or disabled on their scheduled date of return to active full-time work, they will become eligible for short-term disability benefits
 - As a result of alcohol or drug abuse unless you are participating in an approved treatment program
 - Any period of disability where you are incarcerated; or
 - If an employee is not under the care of a licensed physician or surgeon
 - If the employee is on pregnancy leave in accordance with federal or provincial laws
 - The employee has requested pregnancy leave
 - If you are claiming benefits that are payable under Canada's Employment Insurance Act

D) CLAIMING THE BENEFIT:

- 1) Employees will receive a form made available by the County of St. Paul and the following will be required:
- Employee completes employee section
 - The employer completes employer section
 - Doctor completes medical section

- 2) The claim must be submitted to the third party disability management firm within ten (10) business days of the date that you become totally disabled. All parts of the application must be fully completed to avoid any delays in processing your claim. There will be no disruption in the transition from regular pay to the short-term disability benefit provided the third party receives all information within ten (10) business days.
- 3) The third party disability management firm will review medical information and the County will make their decision based on this review and if approved, the County will start short-term disability benefits on the next scheduled payroll run.

E) DENIAL OF CLAIM:

- 1) If information provided does not support a total disability or the third party disability management firm does not receive any information and cannot reach you after three (3) attempts on three (3) different days, recommendation to deny the claim will be made to the County of St. Paul.
- 2) If your application for short-term disability is declined, you can appeal this decision by submitting new and current medical information to the third party disability management firm. This new medical information must address the rationale for your previous denial. New information must be introduced within thirty (30) days of the denial of your claim.

F) SUBROGATION:

- 1) If your disability is the result of an accident or other cause for which a third party is wholly or partially responsible, you have an obligation to take all necessary steps to recover compensation for the cost of the total amount of benefits you receive under this short-term disability plan.
- 2) You must inform the third party disability management firm of any claim against a third party and enter into a reimbursement agreement with the County to refund any award of damages. The County deems any awards or damages to be a duplication of the total amount of benefits received under this Policy.



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Issue Summary Report

8.22. FES 109 - St. Paul Fire Department Level of Service Policy

#20151009003

Meeting : October 13, 2015

Meeting Date : 2015/10/13 10:00

Meeting Type : Council Meeting

Background

Policy FES-109 is being presented to Council to establish levels of service for the St. Paul Fire Department. The Policy was brought before the Joint Fire Committee on October 7th, 2015 and the Policy Committee on October 8th, 2015.

Recommendation

Motion to approve Policy FES-109 as it establishes levels of service for the St. Paul Fire Department as per the recommendations of the Joint Fire Committee and 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 recognizes that within the municipal boundaries of the County, residents and visitors can be exposed to a variety of emergency events whether natural or man-made. The County also recognizes that when a response is provided, the level of service for that response may differ in various areas of the County for various reasons. The County wishes to provide and establish a clear level of service standard for each fire department within its borders.

POLICY STATEMENT:

A) Fire Services:

- 1) The St. Paul Fire Department will provide fire protection and emergency response services according to the provisions of this policy statement.
- 2) The County's Fire Departments were created to assist those persons within the County in protecting the overall public safety whenever possible when the emergencies listed arise. County Council and Administration recognize however that emergency response cannot be guaranteed for each and every emergency incident that arises due to the limited resources. Council can expend on emergency services and the difficulty in ensuring staff will be available in sufficient numbers and with sufficient training on a 24 hour basis, to respond to every call for assistance received in a timely and safe manner.
- 3) Council recognizes that when a response is provided the level of service of that response may be different in various areas of the County or in Mutual Aid Districts. A response may differ for the following reasons:
 - The geographical size and layout of the County;
 - The difficulty in accessing the remote areas of the County;
 - Adverse weather conditions;

- The location, staffing, and training levels of the emergency response members, and other agencies providing emergency services in the region;
- The differing availability of water for fire suppression purposes within the County;
- Multiple or simultaneous emergency events;
- Reliance on contract emergency support services; and
- The limited resources that the County can expend on training emergency personnel and on the purchase of equipment when compared to different types of emergencies for which training and equipment are available.

B) Definitions:

- 1) **Awareness Level:** Responders will recognize risks and hazards, secure the area and call for trained assistance.
- 2) **Operations Level:** Responders will take defensive action to contain and control the incident and seek assistance from outside agencies equipped to mitigate the incident.
- 3) **Priority Dispatch System:** A unified system used by dispatch centres to assign the appropriate aid to emergencies, including a systemized caller integration, pre-arrival instructions, standardized protocols and total quality management system.
- 4) **Technician Level:** Responders will initiate offensive action to bring the incident under control and to an end.

C) Levels of Service:

- 1) County Council establishes the following levels of service contained in this Policy and such further levels of service or changes amended by Council from time to time:

Emergency Responses:

- 2) Fire and emergency service equipment shall be deployed for all emergencies as where it is deemed that they are required and practical to do so.
- 3) When possible, the fire departments shall respond to all structure fires, motor vehicle collisions, rescue calls, dangerous goods incidents, and wild land fires.
- 4) Fire department members that drive any fire apparatus, must hold a valid Alberta Drivers License with the proper Class for that unit.
- 5) At no time will any fire department member respond to a call, or operate any fire apparatus under the influence of drugs or alcohol.

Structural and Wildland Fires:

- 6) The fire department will provide structural and wildland firefighting at the Technician Level.

Rescue Calls:

- 7) The fire department will provide extrications for all motor vehicle collisions and rescues at the Technician level.
- 8) The fire department will provide rope rescue at the Technician Level such as Low Slope (Enbankment) and High Angle Rescue.
- 9) The fire department will provide surface water and surface ice rescue at the Technician Level.
- 10) The fire department will provide any other rescue services at the Awareness Level and where possible, the Operations Level.

Dangerous Goods:

- 11) The fire department shall provide dangerous goods response at the Operations Level.

Medical Emergencies:

- 12) The Fire Department will not respond to medical emergencies, except in extreme cases and at the discretion of the Fire Chief, or if the Emergency Medical Services agency is on scene and is requesting fire department assistance.
- 13) At a medical emergency, the fire department shall operate at the Medical First Responder (MFR) Level. Only members trained with a higher level of Emergency Medical training can provide that additional medical aid as long as it's within their scope. Those said members must be registered through the Alberta College of Paramedics.
- 14) A fire department member may be asked to drive an ambulance on behalf of the Emergency Medical Services agency to the health care facility. That said member must hold a valid Alberta Class 4 Drivers License.
- 15) The fire department will not transfer patients under any circumstances in any fire department apparatus, unless directed to do so by Emergency Medical Services.

Disaster Services Response:

- 16) In the event that there has been a declaration of a state of local emergency or a disaster, the fire department will operate in accordance with the Regional Emergency Management Plan and under the direction of the St. Paul Regional Director of Emergency Management.

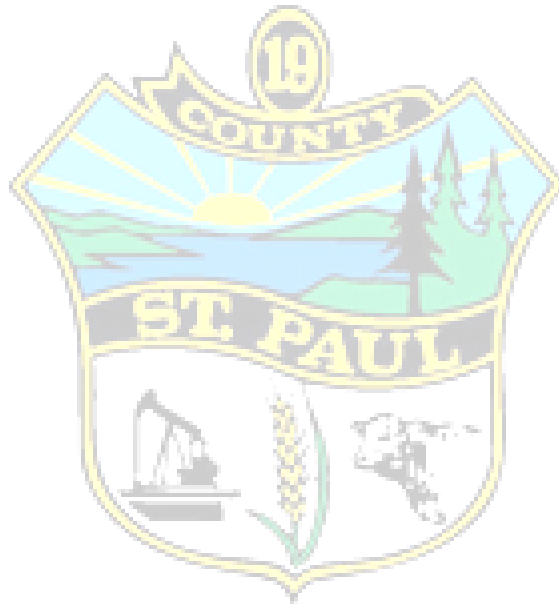
D) Mutual Aid Agreements:

- 1) The County of St. Paul encourages the Fire Chief to recommend a signed mutual aid agreement with neighbouring municipalities.
- 2) In the event of a mutual aid response, a staffing of firefighters will be retained in sufficient quantity to provide the initial fire protection within the County of St. Paul.
- 3) Fire and emergency services may be made available at the request of the RCMP, the Chief Administrative Officer, another fire department or emergency

management agency. All requests and confirmation of response should be relayed through a Priority Dispatch System.

E) Services Where Mutual Aid Agreements Do Not Exist:

- 1) In the event that a fire department is required to respond to an incident in an area that a mutual aid agreement is not in existence, the County in which the event occurs will be invoiced by the County of St. Paul for the equipment and staffing as per the County's Fee Schedule Bylaw.





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Issue Summary Report

8.23. FES 110 - Ashmont Fire Department Level of Service Policy

#20151009004

Meeting : October 13, 2015

Meeting Date : 2015/10/13 10:00

Meeting Type : Council Meeting

Background

Policy FES-110 is being presented to Council to establish levels of service for the Ashmont Fire Department. This Policy was brought before the Joint Fire Committee on October 7th, 2015 and the Policy Committee on October 8th, 2015.

Recommendation

Motion to approve Policy FES-110 as it establishes levels of service for the Ashmont Fire Department as per the recommendations of the Joint Fire Committee and 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 recognizes that within the municipal boundaries of the County, residents and visitors can be exposed to a variety of emergency events whether natural or man-made. The County also recognizes that when a response is provided, the level of service for that response may differ in various areas of the County for various reasons. The County wishes to provide and establish a clear level of service standard for each fire department within its borders.

POLICY STATEMENT:

A) Fire Services:

- 1) The Ashmont Fire Department will provide fire protection and emergency response services according to the provisions of this policy statement.
- 2) The County's Fire Departments were created to assist those persons within the County in protecting the overall public safety whenever possible when the emergencies listed arise. County Council and Administration recognize however that emergency response cannot be guaranteed for each and every emergency incident that arises due to the limited resources. Council can expend on emergency services and the difficulty in ensuring staff will be available in sufficient numbers and with sufficient training on a 24 hour basis, to respond to every call for assistance received in a timely and safe manner.
- 3) Council recognizes that when a response is provided the level of service of that response may be different in various areas of the County or in Mutual Aid Districts. A response may differ for the following reasons:
 - The geographical size and layout of the County;
 - The difficulty in accessing the remote areas of the County;
 - Adverse weather conditions;

- The location, staffing, and training levels of the emergency response members, and other agencies providing emergency services in the region;
- The differing availability of water for fire suppression purposes within the County;
- Multiple or simultaneous emergency events;
- Reliance on contract emergency support services; and
- The limited resources that the County can expend on training emergency personnel and on the purchase of equipment when compared to different types of emergencies for which training and equipment are available.

B) Definitions:

- 1) **Awareness Level:** Responders will recognize risks and hazards, secure the area and call for trained assistance.
- 2) **Operations Level:** Responders will take defensive action to contain and control the incident and seek assistance from outside agencies equipped to mitigate the incident.
- 3) **Priority Dispatch System:** A unified system used by dispatch centres to assign the appropriate aid to emergencies, including a systemized caller integration, pre-arrival instructions, standardized protocols and total quality management system.
- 4) **Technician Level:** Responders will initiate offensive action to bring the incident under control and to an end.

C) Levels of Service:

- 1) County Council establishes the following levels of service contained in this Policy and such further levels of service or changes amended by Council from time to time:

Emergency Responses:

- 2) Fire and emergency service equipment shall be deployed for all emergencies as where it is deemed that they are required and practical to do so.
- 3) When possible, the fire departments shall respond to all structure fires, motor vehicle collisions, rescue calls, dangerous goods incidents, and wild land fires.
- 4) Fire department members that drive any fire apparatus, must hold a valid Alberta Drivers License with the proper Class for that unit.
- 5) At no time will any fire department member respond to a call, or operate any fire apparatus under the influence of drugs or alcohol.

Structural and Wildland Fires:

- 6) The fire department will provide structural and wildland firefighting at the Technician Level.

Rescue Calls:

- 7) The fire department will provide extrications for all motor vehicle collisions and rescues at the Operations level.
- 8) The fire department will provide rope rescue at the Operations Level such as Low Slope (Enbankment) and High Angle Rescue.
- 9) The fire department will provide surface water and surface ice rescue at the Operations Level.
- 10) The fire department will provide any other rescue services at the Awareness Level and where possible, the Operations Level.

Dangerous Goods:

- 11) The fire department shall provide dangerous goods response at the Awareness Level.

Medical Emergencies:

- 12) When a Priority Dispatch System identifies the need for a fire service response to a medical emergency, the fire department shall provide assistance to the Emergency Medical Service agencies.
- 13) At a medical emergency, the fire department shall operate at the Medical First Responder (MFR) Level. Only members trained with a higher level of Emergency Medical training can provide that additional medical aid as long as it's within their scope. Those said members must be registered through the Alberta College of Paramedics.
- 14) A fire department member may be asked to drive an ambulance on behalf of the Emergency Medical Services agency to the health care facility. That said member must hold a valid Alberta Class 4 Drivers License.
- 15) The fire department will not transfer patients under any circumstances in any fire department apparatus, unless directed to do so by Emergency Medical Services.

Disaster Services Response:

- 16) In the event that there has been a declaration of a state of local emergency or a disaster, the fire department will operate in accordance with the Regional Emergency Management Plan and under the direction of the St. Paul Regional Director of Emergency Management.

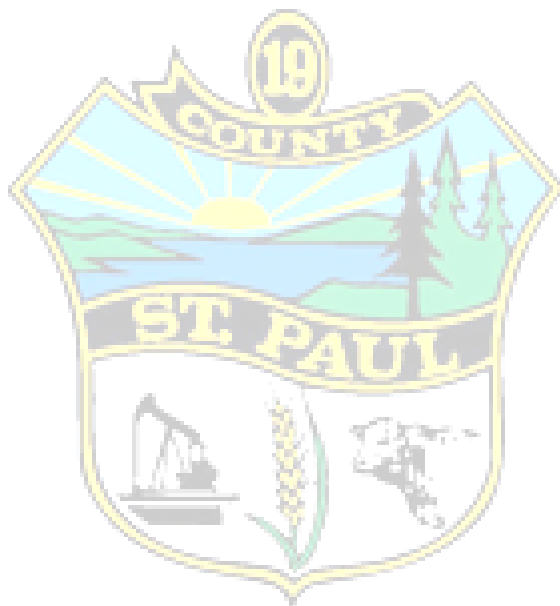
D) Mutual Aid Agreements:

- 1) The County of St. Paul encourages the Fire Chief to recommend a signed mutual aid agreement with neighbouring municipalities.
- 2) In the event of a mutual aid response, a staffing of firefighters will be retained in sufficient quantity to provide the initial fire protection within the County of St. Paul.

- 3) Fire and emergency services may be made available at the request of the RCMP, the Chief Administrative Officer, another fire department or emergency management agency. All requests and confirmation of response should be relayed through a Priority Dispatch System.

E) Services Where Mutual Aid Agreements Do Not Exist:

- 1) In the event that a fire department is required to respond to an incident in an area that a mutual aid agreement is not in existence, the County in which the event occurs will be invoiced by the County of St. Paul for the equipment and staffing as per the County's Fee Schedule Bylaw.





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Issue Summary Report

8.24. FES 111 - Mallaig Fire Department Level of Service Policy

#20151009005

Meeting : October 13, 2015

Meeting Date : 2015/10/13 10:00

Meeting Type : Council Meeting

Background

Policy FES-111 is being presented to Council to establish levels of service for the Mallaig Fire Department. This Policy was brought before the Joint Fire Committee on October 7th, 2015 and the Policy Committee on October 8th, 2015.

Recommendation

Motion to approve Policy FES-111 as it establishes levels of service for the Mallaig Fire Department, as per the recommendations of the Joint Fire Committee and 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 recognizes that within the municipal boundaries of the County, residents and visitors can be exposed to a variety of emergency events whether natural or man-made. The County also recognizes that when a response is provided, the level of service for that response may differ in various areas of the County for various reasons. The County wishes to provide and establish a clear level of service standard for each fire department within its borders.

POLICY STATEMENT:

A) Fire Services

- 1) The Mallaig Fire Department will provide fire protection and emergency response services according to the provisions of this policy statement.
- 2) The County's Fire Departments were created to assist those persons within the County in protecting the overall public safety whenever possible when the emergencies listed arise. County Council and Administration recognize however that emergency response cannot be guaranteed for each and every emergency incident that arises due to the limited resources. Council can expend on emergency services and the difficulty in ensuring staff will be available in sufficient numbers and with sufficient training on a 24 hour basis, to respond to every call for assistance received in a timely and safe manner.
- 3) Council recognizes that when a response is provided the level of service of that response may be different in various areas of the County or in Mutual Aid Districts. A response may differ for the following reasons:
 - The geographical size and layout of the County;
 - The difficulty in accessing the remote areas of the County;
 - Adverse weather conditions;

- The location, staffing, and training levels of the emergency response members, and other agencies providing emergency services in the region;
- The differing availability of water for fire suppression purposes within the County;
- Multiple or simultaneous emergency events;
- Reliance on contract emergency support services; and
- The limited resources that the County can expend on training emergency personnel and on the purchase of equipment when compared to different types of emergencies for which training and equipment are available.

B) Definitions

- 1) **Awareness Level:** Responders will recognize risks and hazards, secure the area and call for trained assistance.
- 2) **Operations Level:** Responders will take defensive action to contain and control the incident and seek assistance from outside agencies equipped to mitigate the incident.
- 3) **Priority Dispatch System:** A unified system used by dispatch centres to assign the appropriate aid to emergencies, including a systemized caller integration, pre-arrival instructions, standardized protocols and total quality management system.
- 4) **Technician Level:** Responders will initiate offensive action to bring the incident under control and to an end.

C) Levels of Service:

- 1) County Council establishes the following levels of service contained in this Policy and such further levels of service or changes amended by Council from time to time:

Emergency Responses:

- 2) Fire and emergency service equipment shall be deployed for all emergencies as where it is deemed that they are required and practical to do so.
- 3) When possible, the fire departments shall respond to all structure fires, motor vehicle collisions, rescue calls, dangerous goods incidents, and wild land fires.
- 4) Fire department members that drive any fire apparatus, must hold a valid Alberta Drivers License with the proper Class for that unit.
- 5) At no time will any fire department member respond to a call, or operate any fire apparatus under the influence of drugs or alcohol.

Structural and Wildland Fires:

- 6) The fire department will provide structural and wildland firefighting at the Technician Level.

Rescue Calls:

- 7) The fire department will provide extrications for all motor vehicle collisions and rescues at the Operations level.
- 8) The fire department will provide rope rescue at the Awareness Level such as Low Slope (Enbankment) and High Angle Rescue.
- 9) The fire department will provide surface water and surface ice rescue at the Awareness Level.
- 10) The fire department will provide any other rescue services at the Awareness Level.

Dangerous Goods:

- 11) The fire department shall provide dangerous goods response at the Awareness Level.

Medical Emergencies:

- 12) The Fire Department will not respond to medical emergencies, except in extreme cases and at the discretion of the Fire Chief, or if the Emergency Medical Services agency is on scene and is requesting fire department assistance.
- 13) At a medical emergency, the fire department shall operate at the Medical First Responder (MFR) Level. Only members trained with a higher level of Emergency Medical training can provide that additional medical aid as long as it's within their scope. Those said members must be registered through the Alberta College of Paramedics.
- 14) A fire department member maybe asked to drive an ambulance on behalf of the Emergency Medical Services agency to the health care facility. That said member must hold a valid Alberta Class 4 Drivers License.
- 15) The fire department will not transfer patients under any circumstances in any fire department apparatus unless directed to do so by Emergency Medical Services.

Disaster Services Response:

- 16) In the event that there has been a declaration of a state of local emergency or a disaster, the fire department will operate in accordance with the Regional Emergency Management Plan and under the direction of the St. Paul Regional Director of Emergency Management.

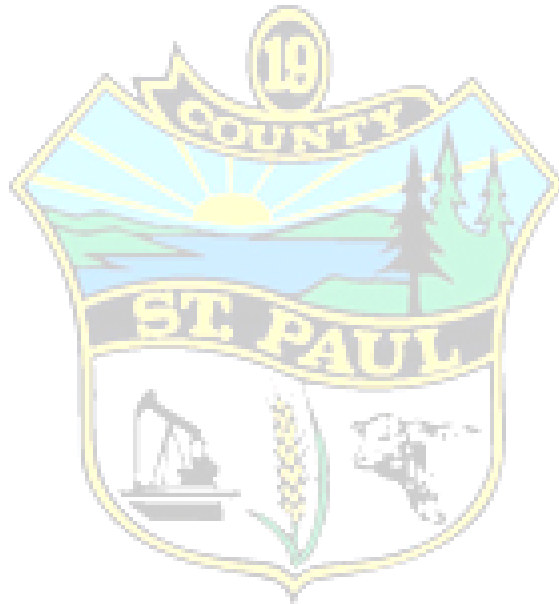
D) Mutual Aid Agreements:

- 1) The County of St. Paul encourages the Fire Chief to recommend a signed mutual aid agreement with neighbouring municipalities.
- 2) In the event of a mutual aid response, a staffing of firefighters will be retained in sufficient quantity to provide the initial fire protection within the County of St. Paul.

- 3) Fire and emergency services may be made available at the request of the RCMP, the Chief Administrative Officer, another fire department or emergency management agency. All requests and confirmation of response should be relayed through a Priority Dispatch System.

E) Services Where Mutual Aid Agreements Do Not Exist:

- 1) In the event that a fire department is required to respond to an incident in an area that a mutual aid agreement is not in existence, the County in which the event occurs will be invoiced by the County of St. Paul for the equipment and staffing as per the County's Fee Schedule Bylaw.





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

Issue Summary Report

8.25. Road Cancellation - Road Plan 4354EO in NE & SW 8-57-10-W4 #20151008013

Meeting : October 13, 2015

Meeting Date : 2015/10/13 10:00

Meeting Type : Council Meeting

Background

Road Plan 4354EO in NE 8-57-10-W4 and SW 8-57-10-W4 is being presented to Council for cancellation as a new road was built but the old road plan was never cancelled. The area to be cancelled is highlighted in yellow.

Section 24 of the M.G.A. allows Council to close and cancel any part of a road described in a surveyed road plan if it is no longer required for use by the travelling public owing to the existence of an alternate route.

Recommendation

Motion to approve the resolution of the County of St. Paul No. 19 for the purpose of closing to public travel and cancelling a portion of a public highway in accordance with Section 24 of the Municipal Government Act, Chapter M26.1, Revised Statutes of Alberta 2000, as amended.

WHEREAS, Council has determined that the lands hereafter described by the existing road plan are no longer required for the travelling public due to the existence of an alternate route,

WHEREAS, the County of St. Paul will register the new survey road plan.

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

Firstly, closure all that portion of Road Plan 4354EO in NE 8-57-10-W4 containing 1.83 hectares (4.52 acres) more or less;

Secondly, closure all that portion of Road Plan 4354EO in SW 8-57-10-W4 containing 0.567 hectares (1.40 acres) more or less;

Excepting thereout all mines and minerals.

Additional Information

Originated By : pcorbiere



County of St. Paul No. 19

October 13, 2015

A Resolution of the County of St. Paul No. 19 for the purpose of closing to public travel and cancelling a portion of a public highway in accordance with Section 24 of the Municipal Government Act, Chapter M26.1, Revised Statutes of Alberta 2000, as amended.

WHEREAS, Council has determined that the lands hereafter described by the existing road plan is no longer required for the travelling public due to the existence of an alternate route,

WHEREAS the County of St. Paul No. 19 will register the new survey road plan.

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

Firstly, closure all that portion of Road Plan 4354EO in NE 8-57-10-W4 containing 1.83 hectares (4.52 acres) more or less;

Secondly, closure all that portion of Road Plan 4354EO in SW 8-57-10-W4 containing 0.567 hectares (1.40 acres) more or less;

Excepting thereout all mines and minerals

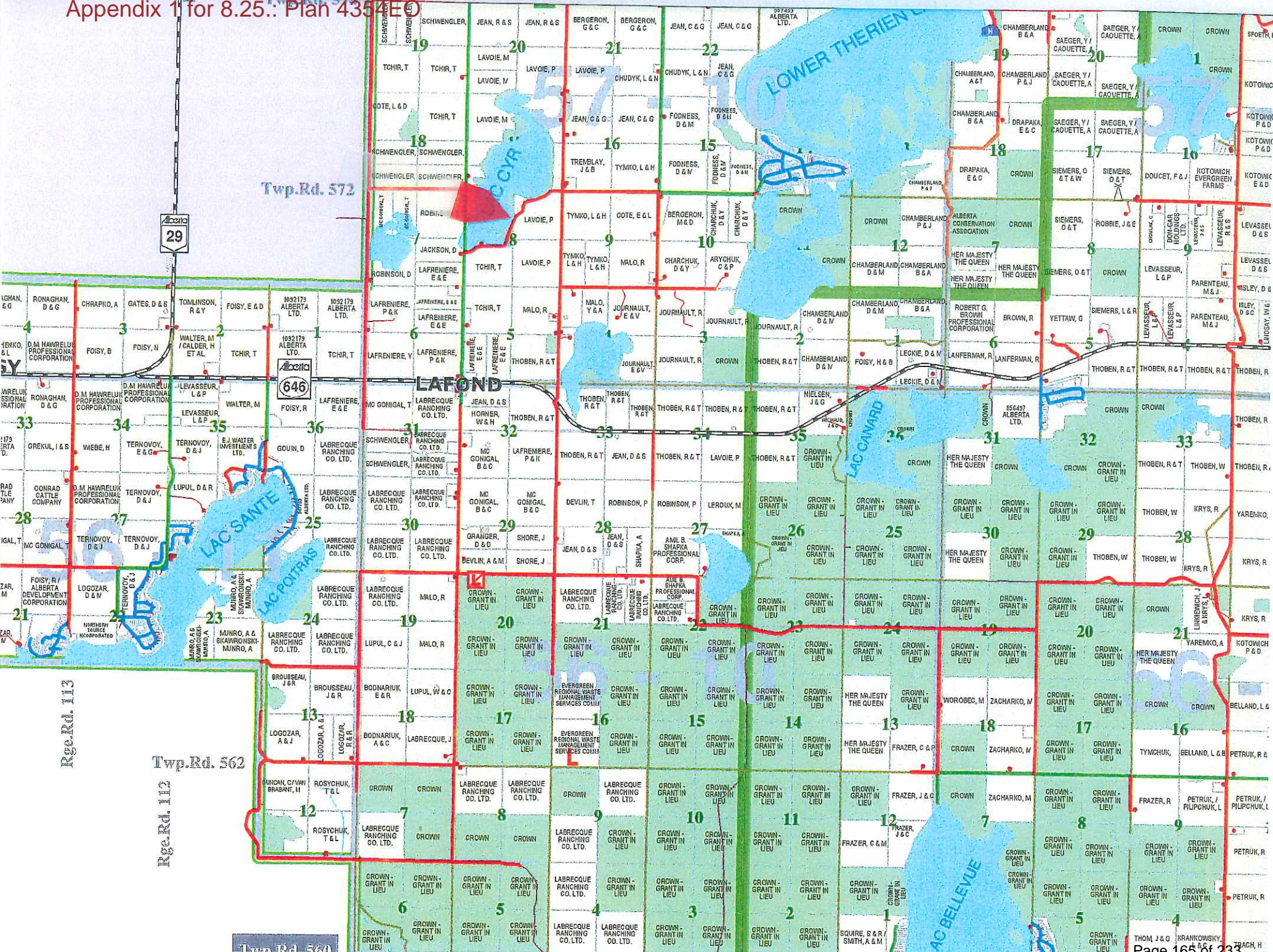
Cancelled portions shall be consolidated with respective titles.

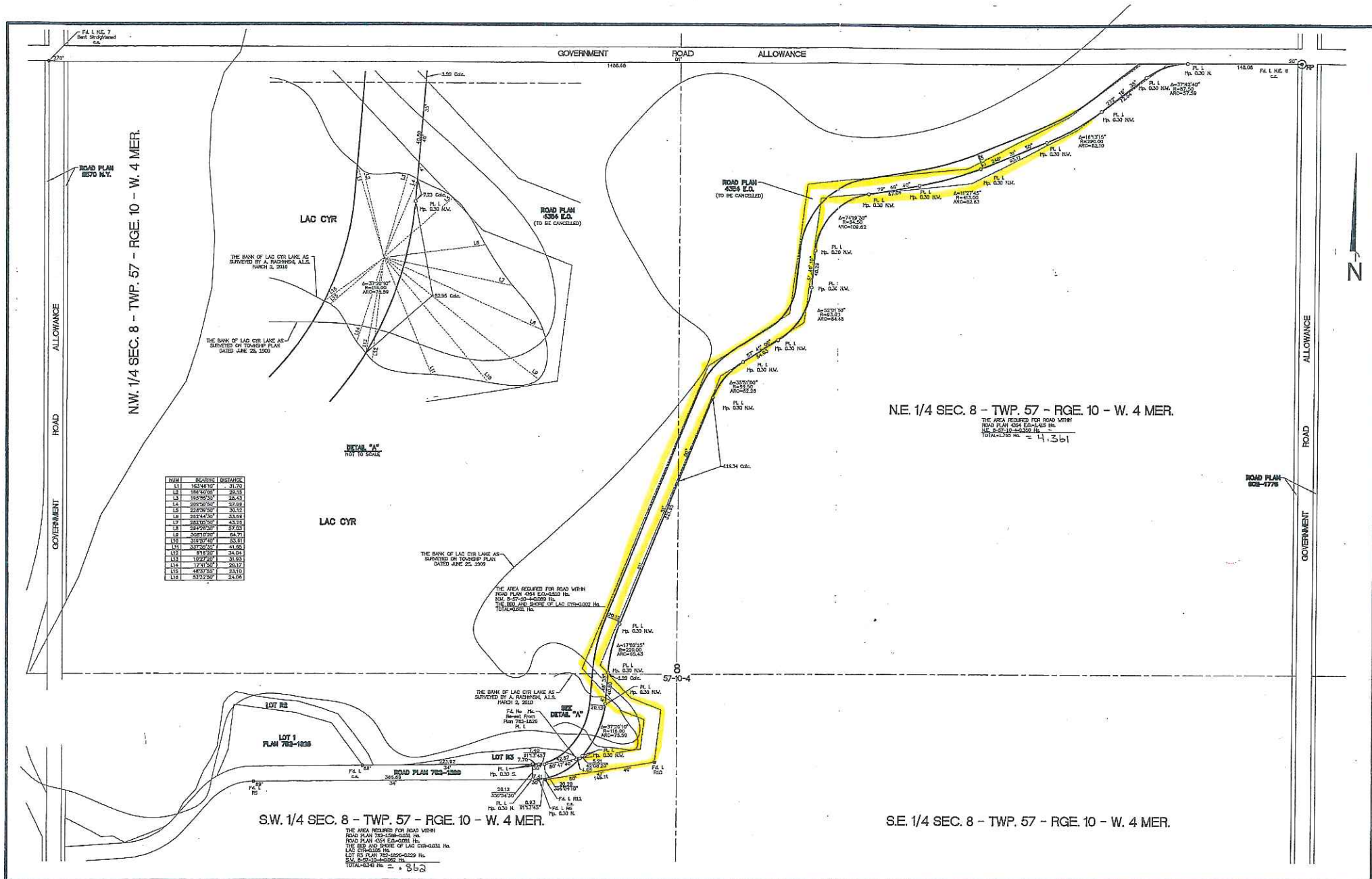
CHIEF ADMINISTRATIVE OFFICER

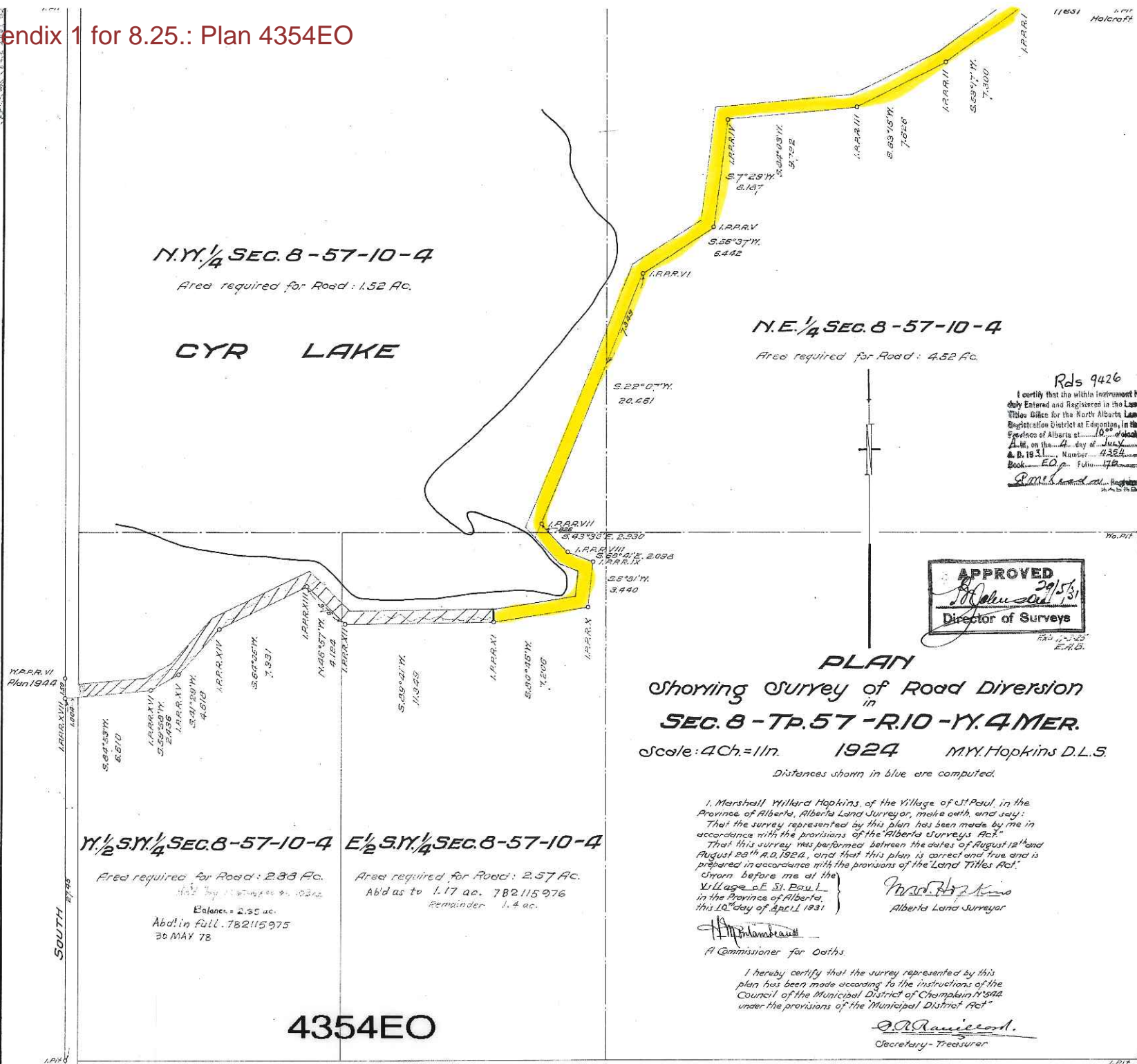
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APPROVED THE _____ DAY OF _____ 201__.

MINISTER OF TRANSPORTATION









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

Issue Summary Report

8.26. Road Cancellation - Road Plan 1924AG in NE 8-59-10-W4

#20151008014

Meeting : October 13, 2015

Meeting Date : 2015/10/13 10:00

Meeting Type : Council Meeting

Background

Road Plan 1924AG in NE 8-59-10-W4 is being presented to Council for cancellation as a new road was built but the old road plan was never cancelled. The area to be cancelled is highlighted in yellow.

Section 24 of the M.G.A. allows Council to close and cancel any part of a road described in a surveyed road plan if it is no longer required for use by the travelling public owing to the existence of an alternate route.

Recommendation

Motion to approve the resolution of the County of St. Paul No. 19 for the purpose of closing to public travel and cancelling a portion of a public highway in accordance with Section 24 of the Municipal Government Act, Chapter M26.1, Revised Statutes of Alberta 2000, as amended.

WHEREAS, Council has determined that the lands hereafter described by the existing road plan are no longer required for the travelling public due to the existence of an alternate route,

WHEREAS, the County of St. Paul will register the new survey road plan.

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

Firstly, closure all that portion of Road Plan 1924AG in NE 8-59-10-W4 containing 0.66 acres more or less;

Excepting thereout all mines and minerals.

Additional Information

Originated By : pcorbiere



County of St. Paul No. 19

October 13, 2015

A Resolution of the County of St. Paul No. 19 for the purpose of closing to public travel and cancelling a portion of a public highway in accordance with Section 24 of the Municipal Government Act, Chapter M26.1, Revised Statutes of Alberta 2000, as amended.

WHEREAS, Council has determined that the lands hereafter described by the existing road plan are no longer required for the travelling public due to the existence of an alternate route,

WHEREAS the County of St. Paul No. 19 will register the new survey road plan.

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

***All that portion of Road Plan 1924AG in NE 8-59-10-W4 containing
0.66 acres more or less***

Excepting thereout all mines and minerals

Cancelled portions shall be consolidated with respective titles.

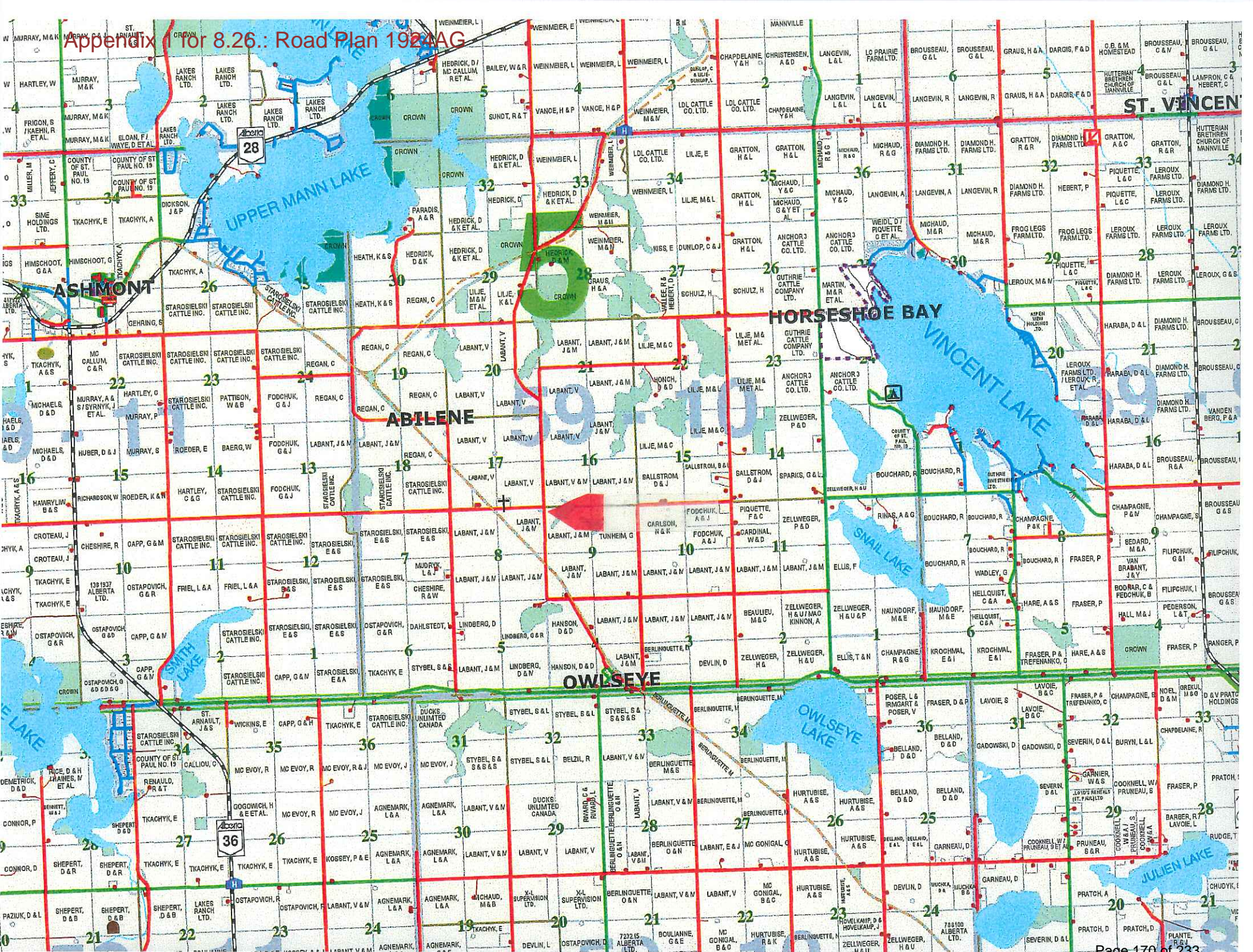
CHIEF ADMINISTRATIVE OFFICER

REEVE

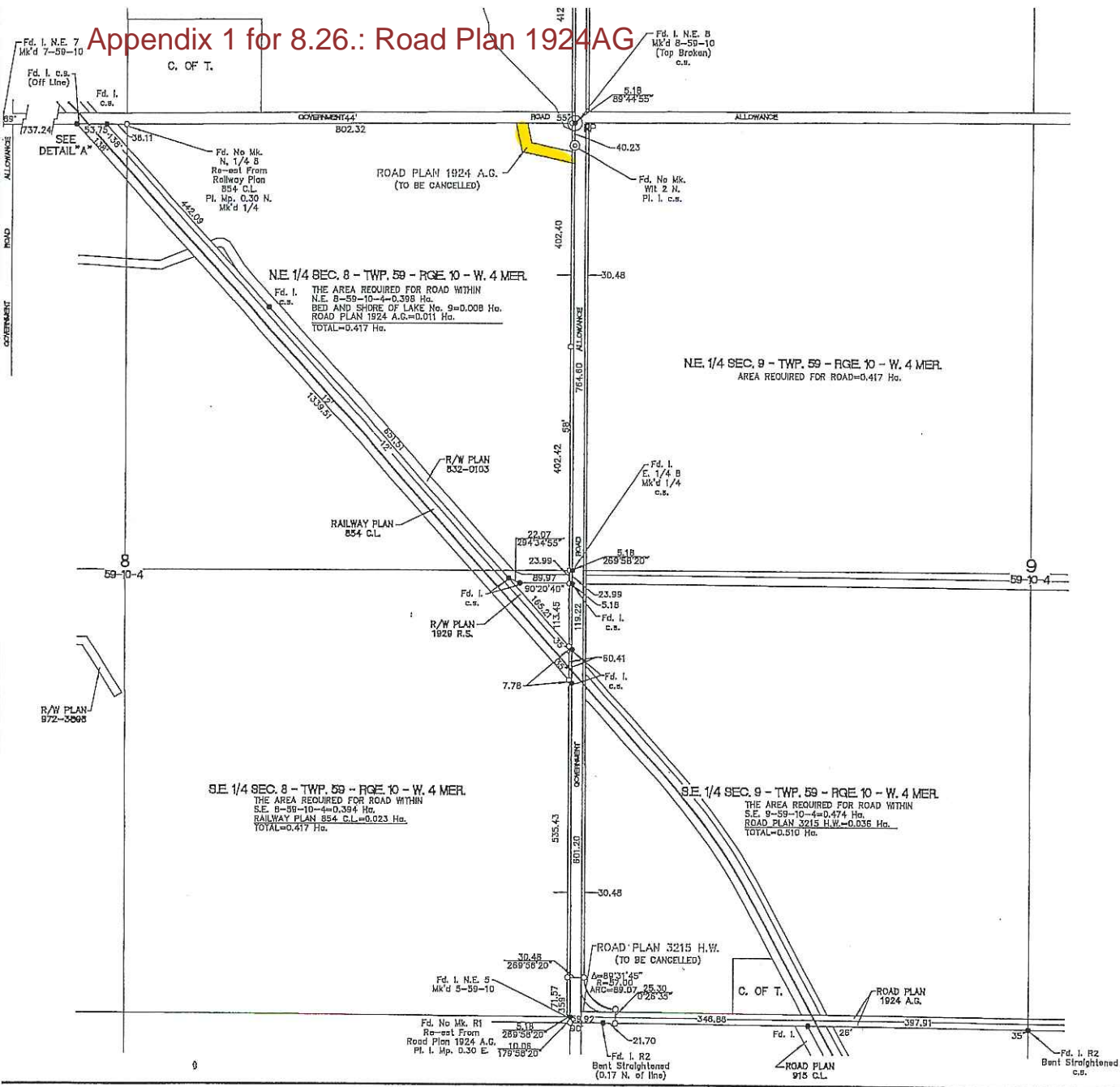
APPROVED THE _____ DAY OF _____ 201__.

MINISTER OF TRANSPORTATION

Appendix 1 for 8.26.: Road Plan 1924AG



Appendix 1 for 8.26.: Road Plan 1924AG





County of St Paul No 19
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Issue Summary Report

8.27. Road Cancellation - Road Plan 649BM in NE 21-57-9-W4

#20151008015

Meeting : October 13, 2015

Meeting Date : 2015/10/13 10:00

Meeting Type : Council Meeting

Background

Road Plan 649BM in NE 21-57-9-W4 is being presented to Council for cancellation as a new road was built but the old road plan was never cancelled. The area to be cancelled is highlighted in yellow.

Section 24 of the M.G.A. allows Council to close and cancel any part of a road described in a surveyed road plan if it is no longer required for use by the travelling public owing to the existence of an alternate route.

Recommendation

Motion to approve the resolution of the County of St. Paul No. 19 for the purpose of closing to public travel and cancelling a portion of a public highway in accordance with Section 24 of the Municipal Government Act, Chapter M26.1, Revised Statutes of Alberta 2000, as amended.

WHEREAS, Council has determined that the lands hereafter described by the existing road plan are no longer required for the travelling public due to the existence of an alternate route,

WHEREAS, the County of St. Paul will register the new survey road plan.

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

Firstly, closure all that portion of Road Plan 649BM in NE 21-57-9-W4;

Excepting thereout all mines and minerals.

Additional Information

Originated By : pcorbiere



County of St. Paul No. 19

October 13, 2015

A Resolution of the County of St. Paul No. 19 for the purpose of closing to public travel and cancelling a portion of a public highway in accordance with Section 24 of the Municipal Government Act, Chapter M26.1, Revised Statutes of Alberta 2000, as amended.

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

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

All that portion of Road Plan 649BM in NE 21-57-9-W4

Excepting thereout all mines and minerals

Cancelled portions to be consolidated with respective titles.

CHIEF ADMINISTRATIVE OFFICER

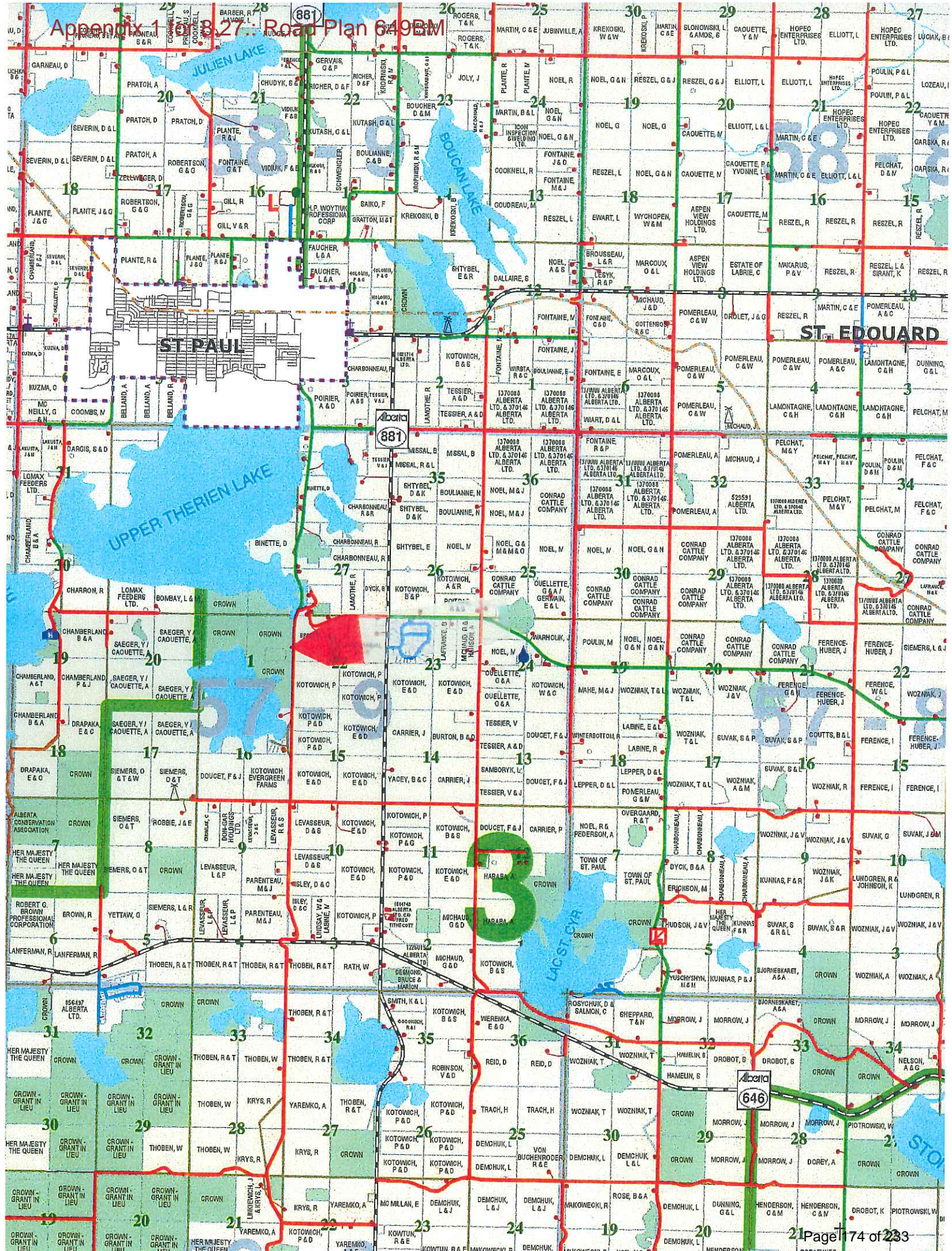
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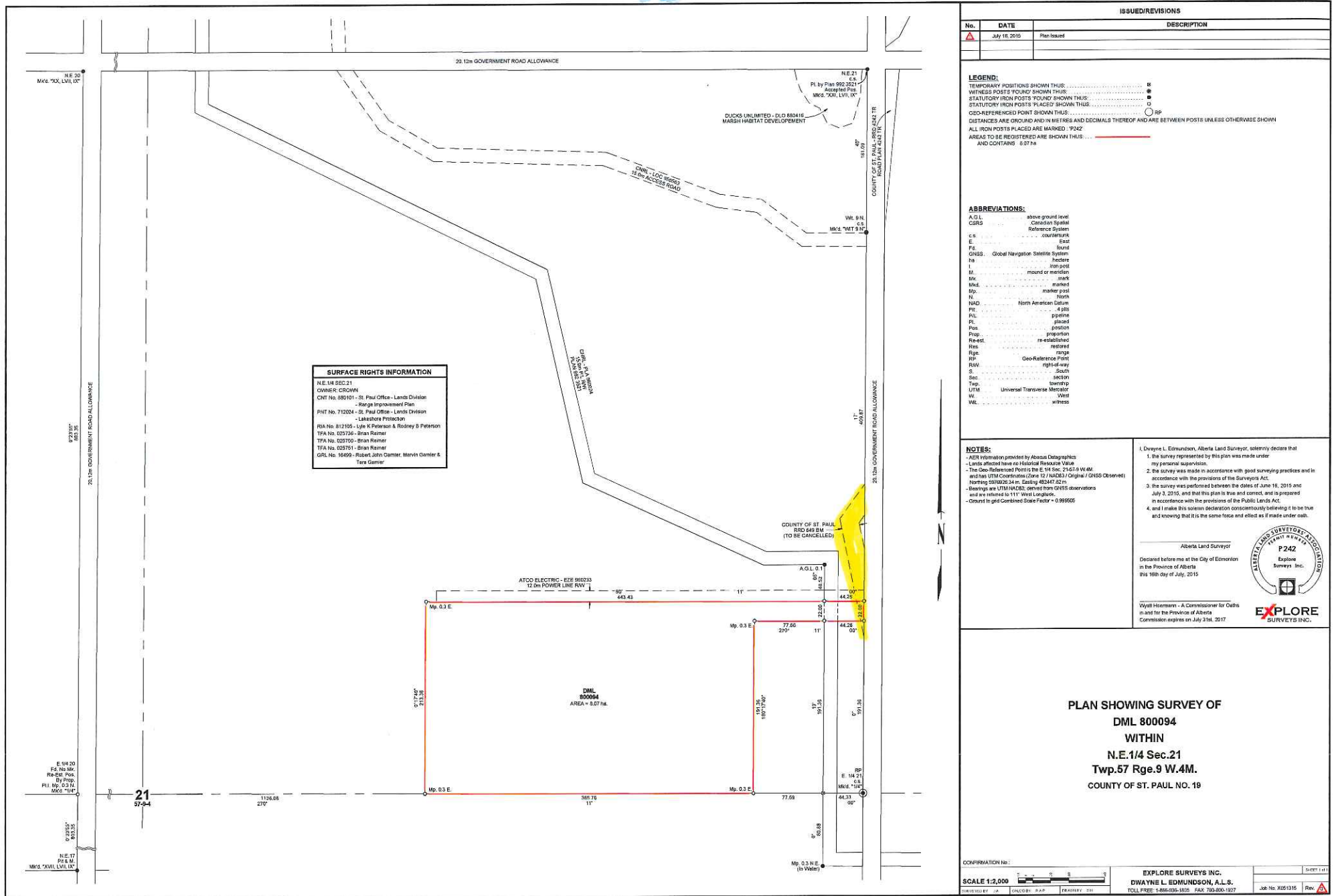
MINISTER OF TRANSPORTATION

Approval valid for _____ months

Appendix 1 827 Road Plan 649BM



Appendix 1 for 8.27.: Road Plan 649BM





County of St Paul No 19
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www.county.stpaul.ab.ca

Issue Summary Report

8.28. Road Cancellation - Road Plan 3215HW in SW 9-59-10-W4

#20151008016

Meeting : October 13, 2015

Meeting Date : 2015/10/13 10:00

Meeting Type : Council Meeting

Background

Road Plan 3215HW in SW 9-59-10-W4 is being presented to Council for cancellation as a new road was built but the old road plan was never cancelled. The area to be cancelled is highlighted in yellow.

Section 24 of the M.G.A. allows Council to close and cancel any part of a road described in a surveyed road plan if it is no longer required for use by the travelling public owing to the existence of an alternate route.

Recommendation

Motion to approve the resolution of the County of St. Paul No. 19 for the purpose of closing to public travel and cancelling a portion of a public highway in accordance with Section 24 of the Municipal Government Act, Chapter M26.1, Revised Statutes of Alberta 2000, as amended.

WHEREAS, Council has determined that the lands hereafter described by the existing road plan are no longer required for the travelling public due to the existence of an alternate route,

WHEREAS, the County of St. Paul will register the new survey road plan.

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

Firstly, closure all that portion of Road Plan 3215HW in SW 9-59-10-W4 containing 0.036 hectares (0.09 acres) more or less;

Excepting thereout all mines and minerals.

Additional Information

Originated By : pcorbiere



County of St. Paul No. 19

October 13, 2015

A Resolution of the County of St. Paul No. 19 for the purpose of closing to public travel and cancelling a portion of a public highway in accordance with Section 24 of the Municipal Government Act, Chapter M26.1, Revised Statutes of Alberta 2000, as amended.

WHEREAS, Council has determined that the lands hereafter described by the existing road plan are no longer required for the travelling public due to the existence of an alternate route,

WHEREAS the County of St. Paul No. 19 will register the new survey road plan.

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

***All that portion of Road Plan 3215HW in SW 9-59-10-W4 containing
0.036 hectares (0.09 acres) more or less***

Excepting thereout all mines and minerals

Cancelled portions shall be consolidated with respective titles.

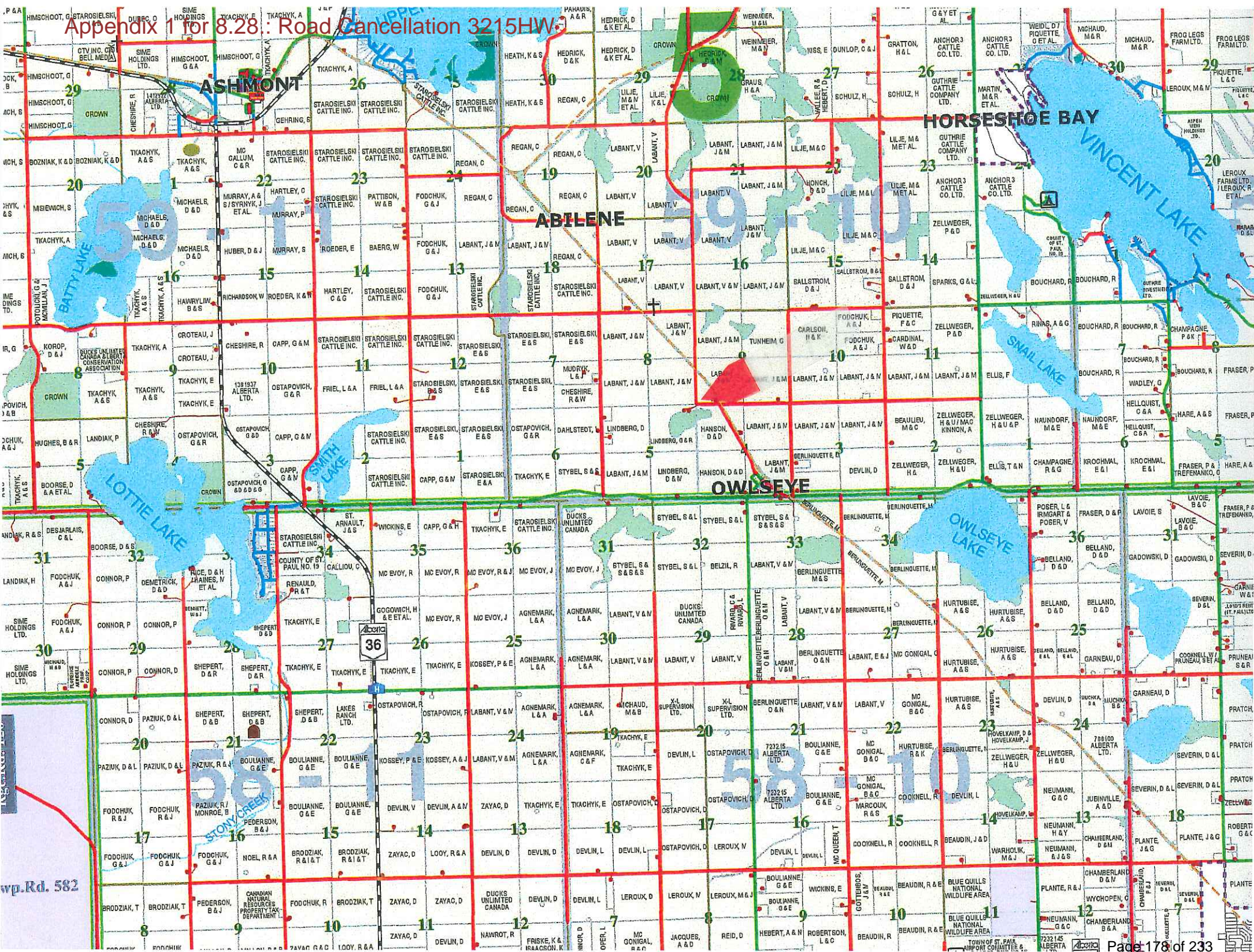
CHIEF ADMINISTRATIVE OFFICER

REEVE

APPROVED THE _____ DAY OF _____ 201__.

MINISTER OF TRANSPORTATION

Appendix 1 for 8.28.: Road Cancellation 3215HW



PLAN OF SURVEY OF ROAD DIVERSION IN

S.W. 1/4 SEC. 9 TP. 59 RG. 10 W.4 Mer.
MD. ST. PAUL

C.B. ATKINS A.L.S. 1945

Scale 1" = 300 ft

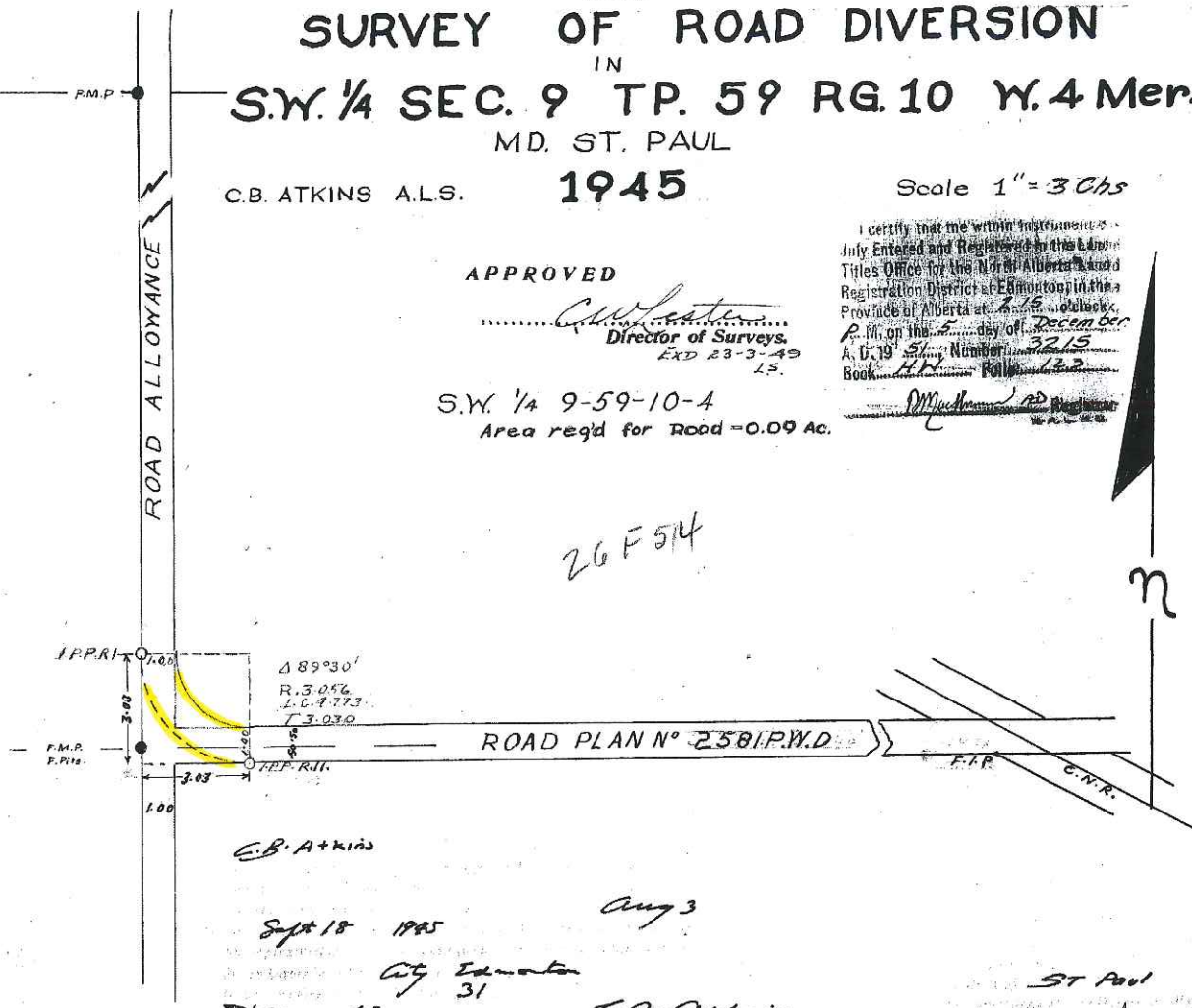
APPROVED

C. W. Lister
Director of Surveys.
EXD 23-3-49
LS.

I certify that the within instrument is
fully Entered and Registered in the Land
Titles Office for the North Alberta Land
Registration District at Edmonton in the
Province of Alberta at 11:18 o'clock
P.M. on the 5th day of December
A.D. 1945. Number 3215
Book H.N. Page 123

S.W. 1/4 9-59-10-4
Area reqd for Road = 0.09 Ac.

26 F 514



C.B. Atkins
Sept 18 1945
City Edmonton
31
Dec 48
J. W. Lister
Aug 3
C.B. Atkins

ST Paul 86
J. T. Arrows

© 304 M D

[illegible]



Issue Summary Report

8.29. Road Cancellation - Road Plan 4007BM in Section 6-57-7-W4 #20151008024

Meeting : October 13, 2015

Meeting Date : 2015/10/13 10:00

Meeting Type : Council Meeting

Background

Road Plan 4007BM in Section 6-57-7-W4 is being presented to Council for cancellation as a new road was built but the old road plan was never cancelled. The area to be cancelled is highlighted in yellow.

Section 24 of the M.G.A. allows Council to close and cancel any part of a road described in a surveyed road plan if it is no longer required for use by the travelling public owing to the existence of an alternate route.

Recommendation

Motion to approve the resolution of the County of St. Paul No. 19 for the purpose of closing to public travel and cancelling a portion of a public highway in accordance with Section 24 of the Municipal Government Act, Chapter M26.1, Revised Statutes of Alberta 2000, as amended.

WHEREAS, Council has determined that the lands hereafter described by the existing road plan are no longer required for the travelling public due to the existence of an alternate route,

WHEREAS, the County of St. Paul will register the new survey road plan.

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

Firstly, closure all that portion of Road Plan 4007BM in NE 6-57-7-W4 containing 0.806 hectares (1.99 acres) more or less;

Second, closure all that portion of Road Plan 4007BM in SE 6-57-7-W4 containing 2.32 acres more or less;

Third, closure all that portion of Road Plan 4007BM in NW 6-57-7-W4 containing 1.99 acres more or less;

Fourth and final closure all that portion of Road Plan 4007BM in SW 6-57-7-W4; containing 1.80 acres more or less.

Excepting thereout all mines and minerals.

Additional Information

Originated By : pcorbiere



County of St. Paul No. 19

October 13, 2015

A Resolution of the County of St. Paul No. 19 for the purpose of closing to public travel and cancelling a portion of a public highway in accordance with Section 24 of the Municipal Government Act, Chapter M26.1, Revised Statutes of Alberta 2000, as amended.

WHEREAS, Council has determined that the lands hereafter described by the existing road plan are no longer required for the travelling public due to the existence of an alternate route,

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

First, closure all that portion of Road Plan 4007BM in NE 6-57-7-W4 containing 0.806 hectares (1.99 acres) more or less;

Second, closure all that portion of Road Plan 4007BM in SE 6-57-7-W4 containing 2.32 acres more or less;

Third, closure all that portion of Road Plan 4007BM in NW 6-57-7-W4 containing 1.99 acres more or less;

Fourth and final closure all that portion of Road Plan 4007BM in SW 6-57-7-W4; containing 1.80 acres more or less.

Excepting thereout all mines and minerals

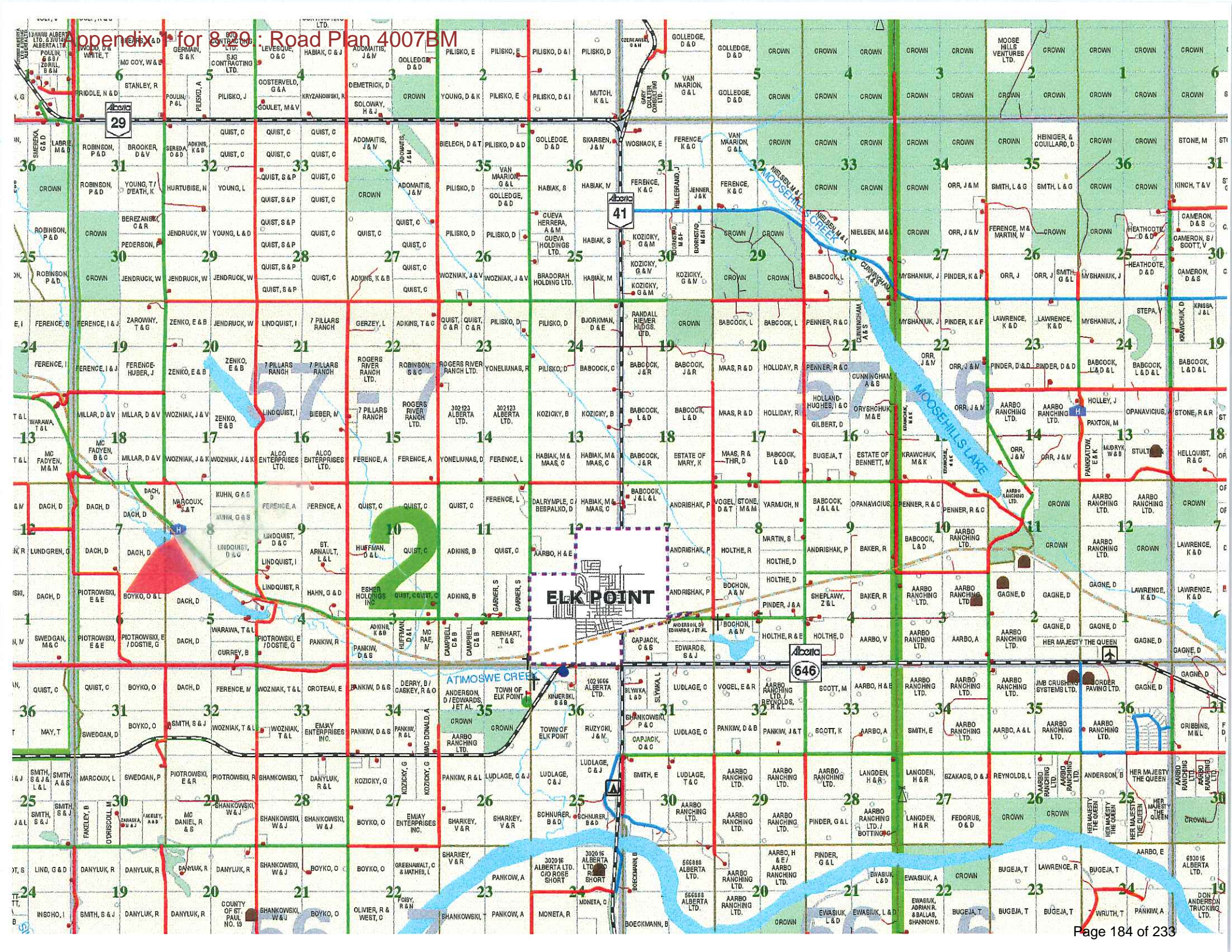
Cancelled portions shall be consolidated with respective titles.

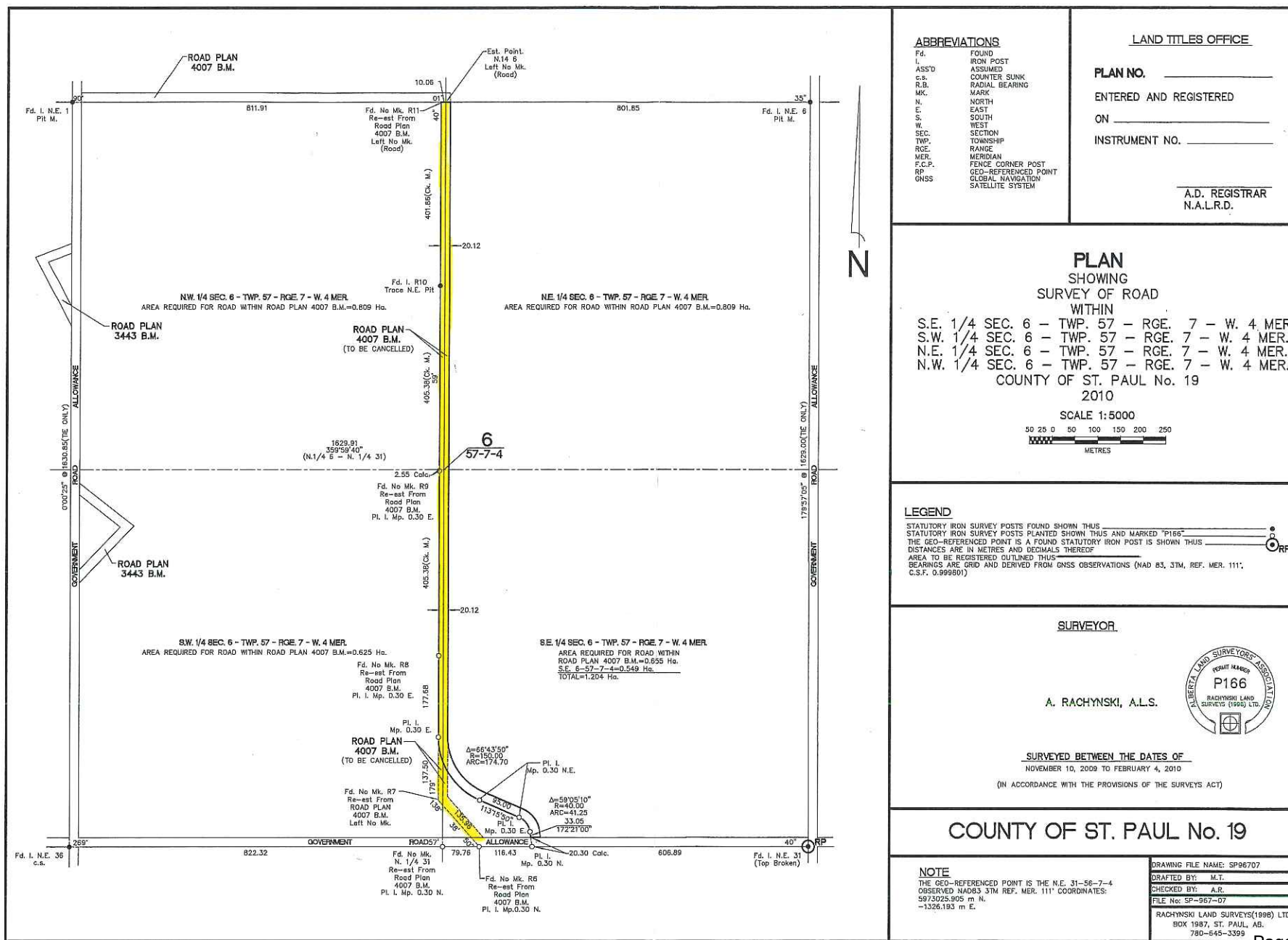
CHIEF ADMINISTRATIVE OFFICER

REEVE

APPROVED THE _____ DAY OF _____ 201__.

MINISTER OF TRANSPORTATION





PLAN

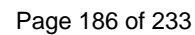
INTO

44-25

and 1218 N. Madison Street, Chicago, Ill. 60604
 suggested that I contact the Chicago Police and
 Illinois Office of the State Police. I called
 Sgt. Joe Quarter at Extension in the
 Police of Chicago at 10:22 o'clock
 A.M. on the 17 day of June
 A.D. 1978 Number 1227 Book 12
 Fel 1218 N. Madison Street, Chicago, Ill. 60604
 S. J. Moore, Jr. Registrar.

1917

DISTANCES IN BLUE ARE COMPUTED





Issue Summary Report

8.30. Road Construction Easements

#20151008023

Meeting : October 13, 2015

Meeting Date : 2015/10/13 10:00

Meeting Type : Council Meeting

Background

Easements for road construction purposes. Backsloping and County to fence or pay compensation for fencing.

All are standards easements. Compensation for land denoted by *

Owlseye Road & Berlinguette Intersection

Project No. 5C152 and 4C151, 1 1/2 Miles

NW 33-58-10-W4

George & Russel Ostapovich

NW 3-59-10-W4

John & Marie Labant

P N 1/2 SW 3-59-10-W4 (10.01 acres)

Marcel Berlinguette

N 1/2 SW 3-59-10-W4 (70 acres)

Marcel Berlinguette

P S 1/2 SW 3-59-10-W4 (10.01 acres)

Marcel Berlinguette

S 1/2 SW 3-59-10-W4 (69.47 acres)

Marcel Berlinguette

PSE 4-59-10-W4 (2.75 acres)

Dean & Monique Bardal

PSE 4-59-10-W4 (2.75 acres)

Dean & Monique Bardal *

PSE 4-59-10-W4 (89.22 acres)

John & Marie Labant

NE 4-59-10-W4

John & Marie Labant

Recommendation

Motion to approve the following easements for road construction purposes. Backsloping and County to fence or pay compensation for fencing. * Denotes compensation for land.

Owlseye Road & Berlinguette Intersection

Project No. 5C152 and 4C151, 1 1/2 Miles

NW 33-58-10-W4

George & Russel Ostapovich

NW 3-59-10-W4

John & Marie Labant

P N 1/2 SW 3-59-10-W4 (10.01 acres)

Marcel Berlinguette

N 1/2 SW 3-59-10-W4 (70 acres)

Marcel Berlinguette

P S 1/2 SW 3-59-10-W4 (10.01 acres)

Marcel Berlinguette

S 1/2 SW 3-59-10-W4 (69.47 acres)

Marcel Berlinguette

PSE 4-59-10-W4 (2.75 acres)

Dean & Monique Bardal

PSE 4-59-10-W4 (2.75 acres)

Dean & Monique Bardal *

PSE 4-59-10-W4 (89.22 acres)

John & Marie Labant

NE 4-59-10-W4

John & Marie Labant

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

8.31. 2015 Strategic Plan Update - 3rd Quarter

#20151009014

Meeting : October 13, 2015

Meeting Date : 2015/10/13 10:00

Meeting Type : Council Meeting

Background

The 2015 Strategic Plan has been updated for the 3rd quarter and is being presented for approval.

Recommendation

Motion to accept the 3rd Quarter of the 2015 Strategic Plan as information.

Additional Information

Originated By : skitz

Vision:

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

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

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

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

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

– Clark Crouch

Strategic Business Plan 2015

County of St. Paul No. 19

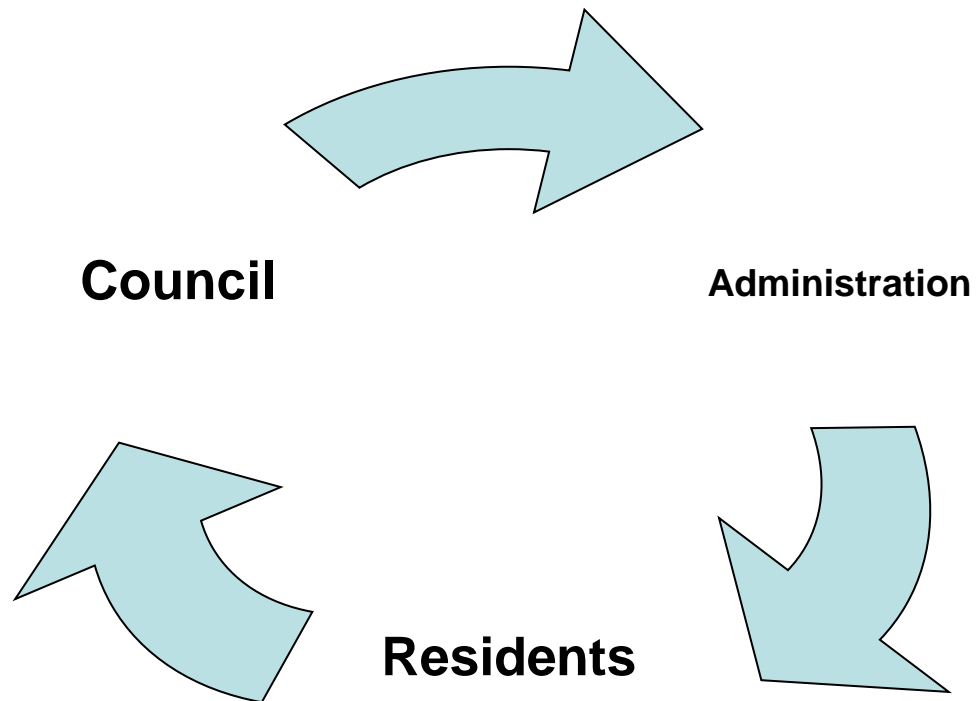


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Goal 3 – Assessment	-----
Goal 4 – Economic Development	-----
Goal 5 – Fire/Disaster Services	-----
Goal 6 – Protective Services	-----
Goal 7 – Public Works/Transportation/Safety	-----
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**County of St. Paul
Strategic Business Plan – 2015**

Vision:

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

Core Values:

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

Guiding Principles:

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

Sustainable Priorities:

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

Goal 1 – Governance

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

Action	Lead	Target Date	Quarterly Report
Host Annual Meeting – move the annual meeting around the County – 2015 in Mallaig	Council/Sheila	April 2015	Quarter 1 – Annual meeting scheduled for April 21, 2015 at the Mallaig Fire Hall.
Municor siding in Mallaig – acquire from Municor – budget implication – Survey costs	Tim	Dec 2015	
Continue with joint meetings with both the Town of St. Paul and the Town of Elk Point. Minimum 1/year			Quarter 2 – had a joint meeting with Elk Point Jun 24, 2015. Quarter 3 – had a joint meeting with the Town of St. Paul on September 15, 2015

Goal 2 – Administration

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

Action	Lead	Target Date	Quarterly Report
Continue to work on an asset management project to determine life of assets within municipality	Sheila/Darlene	Dec 2014	Quarter 1 - Road Classification Workshop held with Council to finalize classifications and levels of service for County roads – to be approved and communicated to residents in 2nd quarter. Quarter 3 – working with Urban Systems to determine 20 year capital plan for roads – will be bringing forward to 2015 Strategic Planning.
Consider Purchase Asset Management in 2016 Software-Bellamy – that is tied to both our Financial and GIS Software. Cost \$45,000 – Increased annual cost (included in that amount) \$3,000	Sheila/Darlene	Summer 2016	Quarter 4 – County of St. Paul has been asked to present their Asset Management strategy and progress at the next Provincial Asset Management meeting. Quarter 2, 2015 – The County presented the County’s Asset Management strategy at the Provincial Asset Management Committee. There is a lot of interest in the County’s approach. Quarter 3, 2015 – Administration is working to update our

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			Asset Management system on Excel Spreadsheet, we are recommending to put off the purchase of software at this time as the spreadsheet is meeting our current needs and we do not have the capacity staff wise to undertake a new program at this time.
Continue adding County vehicles to AVL System – and/or Working Alone mechanisms	Sheila	Dec 2014	Quarter 1 – Have ordered Supervisor software for 3 vehicles to be used in the field. GPS is being installed on all graders and plow trucks.
New vehicles in 2015 include rest of gravel fleet – will reduce manual maps – show where gravel has been deposited. And mowing vehicles \$30,000	Linda/Mechanics	May 2015	Quarter 2 – the Work Alone is set up for 51 employees. Staff will be trained on the use of the system in July. Quarter 3 – staff have received initial training on the system – however they are asking for additional training. This will occur in October. Quarter 2, 2015 – equipment has been ordered for the vehicles and will be installed as mechanics have the time to install. Quarter 3, 2015 – staff are reviewing the unexpended budget and will order some additional GPS equipment for first responder vehicles as we have funds.
Council to consider participation in Intern Program for 2015 (applications to be out in fall of 2014)	Sheila/all departments	Sept 2014	Quarter 3, 2014 – Council has approved an application under both the Finance and Administration streams – with the expectation that we will have only one intern.
Applications have been sent in for both the Administrative and Financial streams- will know in early 2015 if we are successful in hosting an intern.		May 2015	Quarter 1, 2015 – The County was approved to host a Finance Intern. Intern has been hired – Michelle Yun – starting May 1, 2015. Quarter 2, 2015 – Finance Intern has commenced employment Quarter 3, 2015 – Administration did not apply for an intern position for the 2016 year.
Communication Plan: <ul style="list-style-type: none"> Ongoing review and updating of County website Implement Social Media for County of St. Paul – 	Sheila Paulette Kyle/Paulette	Start January 2014	Quarter 3, 2015 – County webpage has been updated on an on-going basis. We have put off implementation of Social Media strategies due to need for policy development and consideration of time required to keep up to date. We are utilizing the Radio Spots and have booked them again for 2016. We have put off having the GIS map public as we are awaiting the installation and implementation of the Telus Fiber that is required in order

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<p>Facebook, Twitter</p> <ul style="list-style-type: none"> • Continue with Radio spots • Continue Newspaper County Page 8 • GIS Webmap public • GIS Webmap Subscription site • GIS Webmap Investors site 	<p>FCSS</p> <p>Phyllis/FCSS</p> <p>Linda</p> <p>Linda</p> <p>Sheila/Linda</p>		<p>for the release to the public to work effectively.</p>
<p>Explore IT options – offsite servers – working with AAMDC Program Not complete in 2014 – keep for 2015 – waiting for AAMDC to analyze appropriate companies for municipalities –</p>	<p>Sheila/Tim</p>	<p>When Available</p>	<p>Quarter 1 – CAO has been in contact with several IT providers and reviewing what they have to offer.</p> <p>Quarter 2 – Working on getting information from current IT provider so that an RFP can be developed for IT Services.</p> <p>Quarter 3 – the IT RFP has been released and will close in mid-October.</p>
<p>Consider purchase of new plotter – complete with scanner (used for sending plans to assessors/building inspectors), can hold 2 rolls of paper increasing safety of staff when changing paper \$23,000</p>	<p>Linda/Paulette</p>		<p>Quarter 1 – This item was not included in the 2015 budget.</p>
<p>Purchase Cash Receipts Toolkit to maximize staff time for on-line and phone banking receipts - \$4,000</p>	<p>Darlene/Sheila/Phyllis/Coco</p>	<p>January 2015</p>	<p>Quarter 1 – Put on hold until we tender out the banking services.</p>
<p>Consider the purchase of Citizen Self Serve Software from Bellamy – this would allow residents and real estate to access information on-line regarding their property,</p>	<p>Darlene/Sheila/Linda/Carolyn</p>		<p>Quarter 1 – this item was not included in the 2015 budget.</p>

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utility bills, or accounts receivable and to make on-line payments for the same. \$36,000.			
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Administration - Policy			
Action	Lead	Target Date	Quarterly Report
Bridge File replacement – policy to ensure that road construction required for Bridge File is automatically included in road planning	Sheila	June 2014	Quarter 2 – No action yet.
Fire Bylaw Review	Dennis/Kyle		Quarter 1 – Amendments have been made to the bylaw and it is being reviewed at the Fire Committee levels – and with the Fire chiefs. Medical First Response will be added to the bylaw and level of service will be determined by each Fire Department. Quarter 2 - Fire Committee has provided input; still sorting out medical first response approaches for each fire department prior to including in bylaw Quarter 3 – To be completed in 4th Quarter.
Noise Bylaw Review	Kyle		Quarter 1 – A new Noise bylaw has been approved. Completed.
Cemetery Bylaw	Kyle		
Dog Bylaw	Kyle		
Gravel Levy Bylaw	Kyle		Quarter 1 – The Gravel Levy Bylaw has been approved. Completed.
Policies: <ul style="list-style-type: none"> Contaminated Site Management Salt Management Plan Employee Vehicle Use Distribution of County Funds for Special Achievements 	Kyle		Quarter 1 – New Policies approved: <ul style="list-style-type: none"> Management Definitions Policy (updated) Cellular Phone policy (updated) County grant funding for sports policy (updated) Dust Control Policy Retirement Policy Mechanics Allowance Policy (updated) Removed Stoney Lake and Siler Creek Beaver Dam

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<ul style="list-style-type: none"> • Short Term Disability • Sick Leave • Dust Control oil vs. MG30 • Retirement Policy – 6 months' notice • Emergency Livestock Trailer Policy • Road Mowing Program – using Road Classifications 			Policy. <ul style="list-style-type: none"> • Do Not Spray Policy • Cancellation of Penalties or Interest Policy • Alternative Retirement Contribution Policy (updated) • Utilities Bylaw Draft in Progress- working with Brownlee
Reformat Policies/Manual	Kyle/Paulette		Quarter 1 – Process has been started. Should be complete 2nd quarter. Quarter 2 - Final editing and formatting taking place. Should be complete by end of 3rd quarter.
Review Outdated Bylaws	Kyle		Quarter 1 and 2 – Currently started reviewing outdated and antiquated bylaws.
Reorganize Agreements/Develop standard agreement	Kyle		Quarter 1 – No action yet; aiming for second quarter Quarter 2 – Started reviewing agreements that require updating and identifying areas where agreements require development

Administration – Building Corporate Capacity			
Action	Lead	Target Date	Quarterly Report
Continue Succession planning processes that will ensure staff are ready for new roles as senior staff retire in the coming years. \$35,000 team building, leadership training, knowledge transfer (Asset Mgt/GIS database) Continue courses in 2015 but have courses start in late October and continue till spring – therefore not a big delay in learning.	Sheila	Dec 2015	Quarter 1 – Effective Teams and Leadership courses completed for the first group in January, second round of staff started courses in March. Great feedback from staff and process changes have been undertaken to improve communication to staff. Quarter 3 – courses will resume in October finishing by mid-December Quarter 4 – Courses will extend into January due to snow removal during the end of November. Quarter 1 – 2015 – Courses complete for 2014 group. Next courses to commence late October.

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			Quarter 3, 2015 – Council has approved an Organizational Review to have a look at how the County will look in the future with the eventual retirement of key municipal staff in the next 1-5 years. Review to be completed in the 4th quarter.
Continue Team building for all staff – minimum of 2 events per year	WHSC	Fall 2015	Quarter 1 – Team Building event scheduled for April 24, 2015 Quarter 3 – Team Building event was held September 18, 2015
Explore Employee Attraction and Retention Strategies: <ul style="list-style-type: none"> • Employee Engagement Survey • Participation in Job Fairs – start in High Schools • Continuation of Team Building Events • Succession Planning – Effective Teambuilding and Leadership series • 360 reviews for Management team. • Explore affordable housing or community housing projects for new employees moving to area • Explore ways to find and retain skilled employees • Complete more background research when hiring. Check resumes better 			Quarter 1 – Team building event in April. Completed teambuilding and leadership series for 2014 group in March. Quarter 2 – Team Building event was a great success in April. Quarter 3 – Team building event was held in September. Employee Engagement Survey to be part of the Organizational Review to be conducted in Quarter 4.
HVAC Administration Building \$25,000			Quarter 3 – completed.

Goal 3 – Assessment

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

Action	Lead	Target Date	Quarterly Report
Work with Accurate Assessment to ensure accurate assessment of properties in the County of St. Paul and communicate any required changes to residents as procedures and methodologies change in the assessment department.	Accurate/Sheila		Quarter 2 – Assessment complete to Province at end of February. Open houses were held following mailing of tax notices to residents. Working with Accurate Assessment to coordinate work of in-house assessor to best benefit the process.

Goal 4 – Economic Development

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

Action	Lead	Target Date	Quarterly Report
HUB Economic Development Project – Investor Strategies and GIS	Sheila/Kyle/Linda /Paulette	Fall 2015	Quarter 1– ACP Grant for HUB has been approved for \$350,000 for this project.

Goal 5 – Fire/Disaster Services

Goal 5: Fire and Disaster services increase safety for residents and respond to rural living as effectively as possible
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Action	Lead	Target Date	Quarterly Report
Continue work on Regional Emergency Management Plan with partners.	Rob Duffy	Sept 2015	<p>Quarter 1 – work on the Regional Emergency Management plan is continuing. Rob Duffy participated in the Provincial Emergency management exercise. Training courses are being scheduled as required. Mass Notification System has been approved by the municipalities and implementation has commenced – public notification to happen in 2nd quarter. NESS equipment will be removed from the Post Office by the end of April and will be stored at the County Public Works site.</p> <p>Quarter 2 – NESS Equipment has been moved to County Public Works. Mass Notification System setup commenced – rollout to public in early July. Regional plan nearing completion – working on sub-plans. Electrical upgrades for Elk Point EOC have been completed.</p> <p>Quarter 3 – Sub plans are complete and being sent to each Council for approval. Table Top Exercise was completed August 26, 2015. Communities have agreed to apply for a grant to purchase AFFRC's Radios in 2016.</p>
Provincial Emergency Management Exercise	Rob Duffy/REMP members	Feb 2015	
Regional Emergency Management Training	All required	As required	
Regional Emergency Management exercises – 2 table top exercises, 1 field exercise	Rob Duffy	Fall 2015	
Explore & Implement Mass Notification System	Rob/Sheila	Fall 2015	
Set up larger ECC – explore possibly using County PW Shop	Rob/Dennis	Summer 2015	
Set up Elk Point EOC - budget implications	Rob/Dennis/Town of Elk Point	Summer 2015	
Community readiness/education sessions	Rob Duffy	Fall 2015	

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Explore AFFRCS Radio Communication	Rob Duffy	Summer2015	
NESS Equipment Storage	Rob/Leo	February 2015	
Purchase of an Emergency Livestock Trailer - \$30,000	Dennis/Trevor		<p>Quarter 1 – A Committee has been formed and the purchase of this trailer is being included in the County budget. The St. Paul Ag Society is going to apply for a grant to assist with the purchase.</p> <p>Quarter 2 - Applied for the Farm Credit Canada AgriSpirit</p> <p>Quarter 2 - Community Grant for purchase of livestock trailer</p> <p>Quarter 3 - Grant was not received for livestock trailer. Plan on ordering trailer in 4th quarter.</p>
Policy regarding its use.			
Register any members of this group under the Volunteer Insurance plan.			
Review Fire Agreements with Towns	Dennis/Sheila		<p>Quarter 1- Ongoing</p> <p>Quarter 2 – St. Paul Fire Agreement – 1st draft was received at meeting on Jun 24. County committee members are reviewing and providing recommendations to Council.</p> <p>Quarter 3 - To be discussed at the joint fire meeting in October and hope to have it finalized by year end.</p>
New Equipment for Ashmont Fire Department			<p>Quarter 1 – County budget will contemplate these items.</p> <p>Quarter 2 – Jaws of Life have been purchased as well as Community Sign and Bunker gear</p>
<ul style="list-style-type: none"> ○ Jaws of Life \$12,000 ○ Community Sign \$6,000 ○ Bunker Gear \$5,000 ○ SCBA Bottles \$ 3,000 			
New Equipment for Mallaig Fire			Quarter 1 – County budget will contemplate these items.

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Department: <ul style="list-style-type: none"> ○ Bush/Rescue Truck \$40,000 ○ Bunker Gear \$5,000 ○ Handheld Radios \$5,000 ○ Misc \$5,300 			Quarter 2 – Bunker gear and radios have been purchased Quarter 3 - Chasis has been received and presently having the deck built and unit should be equipped shortly
New Equipment for St. Paul Fire Department <ul style="list-style-type: none"> ○ Rapid Attach Unit \$75,000 			Quarter 1 – County budget will contemplate this item. Quarter 2 – Chasis for Rapid Response is ordered Quarter 3 – Chasis has been received and paid for – vehicle will not be complete and received until spring 2016.
Work with community clubs who require emergency services/EMT etc for their events. How can we help them with the Ambulance transition?	Tim		Quarter 1 – new ambulance provider will work with community clubs who need this service at reduced rates.
QMP update – inspection of commercial buildings Fire works? Enforcement issue			
Establish Levels of service for the County Fire Service – in relation to medical assist, etc. Establish Fire Service Protocols			Quarter 1 – AHS attended a meeting held at the County where the fire departments heard the benefits and requirements for formalizing medical assists attended by fire departments. This will be incorporated in the update of the County's Fire Bylaw. Quarter 2 – fire departments still determining level of service they will provide for medical assist. Quarter 3 – 3 of the 4 fire departments have determined the level of services they will provide including the level of Medical First Response. These have been incorporated into policies that will be dealt with in the 4th quarter.

Goal 6 – Protective Services

Goal 6: *Efficacious law enforcement*

Action	Lead	Target Date	Quarterly Report
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Goal 7 – Public Works/Transportation/Safety

Goal 7: Services provided by Public Works minimize negative impact on agricultural land, are provided in a safe, cost-effective manner and enhance quality of life for residents.			
Action	Lead	Target Date	Quarterly Report
Gravel Levy Bylaw	Leo/Sheila	1 st quarter 2015	Quarter 1 – This bylaw was approved and is being implemented in the 1 st quarter. Quarter 2 – the first reports and payment for the CAP program are being received. Staff are sending reminders to those owners/operators to encourage compliance.
Continue to utilize Road Use Agreements for road damages			Quarter 1 – Road use agreements are being worked on with different industry players in the County. Council approved amendments to the agreements.

Goal 7A: Road system is maintained and upgraded on a regular basis to ensure safety and good quality roads			
Actions	Lead	Target Date	Quarterly Report
Road and Bridge Construction			
Develop policy regarding oil vs. MG30 for dust control	Kyle/Leo	March 2015	Quarter 1 – Dust control policy is approved.
See Appendix A for listing of road, bridge construction, and 2015 equipment replacement	Leo		
Gravel Levy			Quarter 1 – Bylaw is enacted.
Highway 867 – negotiation with Province for County take over at some point.			Quarter 2 – nothing to report
Goal 7B: Public works equipment is maintained and upgraded on a regular basis			
Action	Lead	Target Date	Quarterly Report
Shop building efficiency – lighting and overhead doors, air handling and heating.	Sheila/Ken	May 2014	Quarter 2 – started in 2012; lighting is complete Quarter 1 – Retrofits to the PW Shop were tendered and opened on April 30. Council to determine if the tender will be awarded at the May Council meeting.

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Complete PW Shop Retrofit Follow-up with MCCAC Grant to obtain bonus for reduced energy consumption	Sheila/Kyle		<p>Quarter 2 - Tender awarded. Work is commencing on the HVAC systems.</p> <p>Quarter 3 - Work is continuing on upgrades at the PW Shop – deadline is November 2013.</p> <p>Quarter 4 – progress on renovation is slow due to contractor – we have requested an extension to January 31, 2014 – however based on progress at the end of December, will need to consider additional extension request – possibly to June 2014.</p> <p>Quarter 1 2014 – Work on installation of HVAC Equipment is now progressing – deadline for MCCAC Grant has been extended to May 31, 2014.</p> <p>Quarter 2 2014 – Work is not complete – just waiting for final inspection from the Engineer. Paperwork has been sent in to MCCAC Grants people. (Grant arrived in July)</p> <p>Quarter 3, 2014 – work is complete – Engineer will do final inspection in October 2014.</p> <p>Quarter 3, 2015 – based on one year of operating the new building HVAC System, the County only qualified for \$10,000 MCCAC bonus grant rather than the expected \$50,000</p>
Replace overhead doors at PW Shop. 14 doors X \$4500/door	Ken		Quarter 1 – this item was not included in the 2015 budget.
See Appendix C for listing of equipment purchases	Leo		

Goal 7C: Successful Safety			
Actions	Lead	Target Date	Quarterly Report
Training program for new equipment operators			Quarter 1 – Ongoing with new operators
Training Opportunities for staff			
Explore Video Safety Orientation/online	Bryan/Crystal/Tim		Quarter 1 – Discussed with AMHSA. Will try and develop a video using local videographer. Started developing a checklist for new hires.

Include on Payroll Checklist			Quarter 3 – since we have moved to Regional OHS, this has been delayed in order to do regional videos.
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Goal 8 - Utilities

Goal 8: Utility systems are maintained and upgraded on a regular basis to ensure effective and efficient delivery of services			
Action	Lead	Target Date	Quarterly Report
<p>Work towards improved water quality in Ashmont and Mallaig</p> <ul style="list-style-type: none"> - Determine water supply for Ashmont, Lottie Lake – WTP or Transmission line from Spedden - Move Wiggen Test plant to Mallaig following Ashmont project to enhance water quality there <p>Work on Water Supply from Spedden to Ashmont -</p> <p>Upgrade truck fill at Ashmont – to include account number/coin option.</p>		<p>WTP – March 2014</p> <p>Test Plant – spring 2013</p>	<p>Quarter 1, 2013 - Ashmont Water Treatment plant detailed design is complete. As of April 30, ready for tendering. Administration to liaison with AT to determine if projects that exceed the approval will be funded....this will be part of any tender document. Council to determine if we proceed to tender at the May Council meeting.</p> <p>Quarter 2 - Ashmont Water Treatment Plant was tendered out. Council to determine if tender will be awarded following review by Alberta Transportation – and approval by Transportation to cover the unfunded portion – when they are able.</p> <p>Quarter 3 – Following meeting with Alberta Transportation and letter received regarding funding – Council determined to put the awarding of the tender for the Ashmont WTP on hold in order to look at other options. Options that will be explored include: connection to Hwy 28/63 Water Commission at Spedden; connection to St. Paul; and construction of WTP. Council will make determination at October Council meeting.</p> <p>Quarter 4 – Council received report from Urban Systems and based on the report made a resolution to proceed with a scope change requesting to build a line from St. Paul to Ashmont – provided the Town of St. Paul is interested in supplying water to the County. Then in November, the County received new information regarding the price of water from the Hwy 28/63 Commission at Spedden, as well</p>

			<p>they asked Administration to research potential water line from Cold Lake to Glendon.</p> <p>Quarter 2, 2014– Council approved the expenditure of \$20,000 to look at the supply of water that can be provided to the County of St. Paul from the Hwy 28/63 Commission. This study will provide Council with information as to what population will trigger required upgrades on that line and the scope of the upgrades – pumping or twinning of lines.</p> <p>Quarter 3 – Council received Associated Engineering report at the September Council meeting – decision was deferred to a future meeting.</p> <p>Quarter 4 – Council resolved to ask for a scope change to connect to the Spedden line. Application was sent to Alberta Transportation.</p> <p>Quarter 1, 2015 – Water Supply Agreements and agreements to utilize a Smoky Lake County building discussions have begun. These discussions have resulted in further amendments to the scope of the project that have been submitted to Alberta Transportation as at March 31, 2015. Detailed design of the transmission line and Ashmont connection are underway, the connection at Spedden is being held up by the negotiations with Smoky Lake County and Alberta Transportation.</p> <p>Quarter 2 – Have met with Alberta Transportation staff to discuss latest scope change – they have agreed to the scope change and have sent to the Minister recommending approval. We will be re-routing water line in Ashmont to avoid the Iron Horse Trail and potential contaminated soil in that area.</p> <p>Quarter 3- County has received approval from Alberta Transportation for the scope change. Engineering detailed design is continuing.</p>
Complete Feasibility study for Joint Lagoon in the Lac Sante Area – with the County of Two Hills	Sheila	Summer 2014	<p>Quarter 1 – RFQ and RFP's have been sent out regarding this project. Project was awarded to Urban Systems.</p> <p>Quarter 2 – a kick-off meeting was held in Two Hills to discuss the process for this Feasibility Study.</p>

			<p>Quarter 3 – Urban Systems is currently working on the project – determining volumes of septage, potential locations, etc.</p> <p>Quarter 4 – Feasibility report is complete, scheduling a meeting with the County of Two Hills – Applied for extension to the grant to allow for a meeting in January.</p> <p>Quarter 1, 2015 – Feasibility study is complete.</p>
Explore Tank loaders for non-potable water	Sheila, Dennis, Leo		Quarter 3 - Ongoing
When requested, explore providing water to Developments	Sheila	2014 as requested	Quarter 1,2,3 – No requests
Consider application under new Federal Program for upgrade of water distribution systems in Lottie Lake, Ashmont, Bayview Beach, potential Co-ops off St. Paul/Elk Point line (with the municipal portion funded by residents)	Sheila/Tim	When announced	<p>Quarter 2 – Program will not be open for applications until 2014.</p> <p>Quarter 2, 2014 – Open Houses were held for Lottie Lake and Ashmont residents in June to determine support for new water distribution lines. A newsletter was sent out in June to all residents giving them until the end of July to respond – Council will proceed with an application based on these responses.</p> <p>Quarter 3 – Council reviewed the responses from Lottie Lake and Ashmont residents. It was determined to submit Building Canada Grant applications for both projects when the program is available to receive applications. It has been indicated that no applications will be accepted until early 2015.</p> <p>Quarter 4 – Building Canada grant not accepting applications yet.</p> <p>Quarter 1, 2015 – Building Canada Grant application for distribution lines in Lottie Lake and Ashmont was submitted on April 1, 2015.</p> <p>Quarter 3 – we did not receive grant application for this project.</p>
Review Ashmont Lagoon Feasibility study and work on implementation plan.	Council	January 2014	<p>Quarter 2 – Work has commenced on the de-sludging of the Ashmont Lagoon – will take place in July/August.</p> <p>Flow Meter is scheduled to be installed in July. Geo-technical review has been completed.</p>

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<p>Short Term measures to extend life of Ashmont Lagoon:</p> <ul style="list-style-type: none"> • De-sludging lagoon - \$85,000 • Re-route trucks to Mallaig (once upgrades complete) • Geo-technical review of area for lagoon expansion • Purchase of required land <p>Detailed design of lagoon upgrade – construction to be in future years 2016-2019. Design \$565,600</p>		Summer 2014	<p>Quarter 3 – Lagoon has been de-sludged - flow meter has been installed.</p> <p>Quarter 4 – Received report from Urban systems on wastewater plan based on work done at Ashmont lagoon over last 2 years.</p> <p>Quarter 1, 2015- Building Canada Grant application was submitted for upgrade to Ashmont Lagoon and Transfer Station – joint with the County of Two Hills was submitted on April 1, 2015.</p> <p>Quarter 3, 2015 – County was approved for Building Canada Grant for expansion of Ashmont Lagoon along with a joint waste water transfer station with the County of Two Hills. We are working on procurement of Engineering Services for the project.</p>
Ashmont Sewer Line expansion to three lots (as per council resolution in 2013) 2015	Danny	Summer 2015	<p>Quarter 1 - To be constructed this summer, or as per contractor's schedule</p> <p>Quarter 2 – Utility staff are working with contractors to schedule time for work to be done.</p> <p>Quarter 3 – Still working with contractors</p> <p>Quarter 4 - Danny working on this project. Still ongoing</p> <p>Quarter 1 – Utility staff are working with contractor to arrange installation in early spring 2015.</p> <p>Quarter 2, 2015 – Sewer expansion complete</p>
Conduct and inventory water wells in subdivisions and ensure they are secured and signed as non-potable water supplies. Include their location on the GIS System	Danny	Summer 2015	<p>Quarter 3 – Not completed</p> <p>Quarter 4 – Not completed</p>
<p>Determine wastewater solution – expansion of Ashmont, new lagoon near Lac Sante</p> <p>Resident calling for hold on building permits till solution</p>			<p>Quarter 1 – A Building Canada Grant application has been submitted for upgrade of the Ashmont lagoon – with the installation of a transfer station – jointly with the County of Two Hills. This will help to address wastewater issues in the Lac Sante area.</p> <p>Quarter 3 – Grant application has been approved – project</p>

resolved.			to proceed in 2016/17
Riverview utilities – determine waste water solution. Set up meeting with residents to communicate cost of water/waste water and date for billing to commence.			<p>Quarter 1 – Included septic tanks for Riverview. Working with legal counsel regarding update to Utility bylaw – will arrange meeting with residents following update of bylaw.</p> <p>Quarter 2 – working on Utility Bylaw – hope to have ready for Council consideration in September.</p> <p>Quarter 3 – Utility Bylaw will be effective January 1, 2016, therefore meeting will be deferred to new calendar year.</p>
Establish protocol for Elk Point water line – breaks.			Quarter 2 – these protocols have been established by the Elk Point/St. Paul Regional Water Commission.

Goal 9 – Waste Management

Goal 9: Waste management enhances and encourages “best practices” in waste disposal			
Action	Lead	Target Date	Quarterly Report
<p>Waste Storage Site - Poirier Development</p> <p>Poirier Development 2015 \$20,000</p>	Dennis	Fall 2014	<p>Quarter 2,2013 – Will completed clay – Gravel pad at Perch Lake</p> <p>Quarter 3 – St. Vincent Waste Storage Site complete. Perch Lake will be completed in the fall. Garner Lake site to defer to next year. Perch lake will not get completed until the spring of 2014. A site has been selected for Poirier Development’s bins, and will be constructed in 2014.</p> <p>Quarter 3, 2014 - Perch Lake is completed. Poirier development is still undecided at this point.</p> <p>Quarter 4 – Staff/councilor are still working on preferred location for site in the Poirier Development. Construction will be deferred to 2015.</p> <p>Quarter 1, 2015 - Leo and Dennis are working on finding the best location and planning for the building of the bin site for this subdivision.</p> <p>Quarter 2 – A site for the Poirier subdivision waste bins has been determined – construction to take place later in the season.</p> <p>Quarter 3 -</p>

Frontload waste truck \$280,000 Chasis ordered in 2014 – out of 2015 budget			Quarter 1 – Truck has been ordered. Quarter 2 – New waste truck has arrived and is in service.
Dry waste pit – Mallaig transfer station \$40,000			Quarter 3 – new survey has concluded that the current dry waste pit in Mallaig will suffice for another 5-6 years.
Front Load Waste bins \$30,000			Quarter 1 – included in the 2015 budget Quarter 2 - Bins have been purchased.
Work on moving of waste bins at Lac Bellevue to accommodate park expansion of overflow parking			Quarter 3 - Leave bins in present location for the summer and remove them in the Winter

Goal 10 – FCSS

Goal 10: FCSS services conserve and enhance the rural lifestyle of residents.

Actions	Lead	Target Date	Quarterly Report
Meet the target set out by the province to spend 50% of the budget on Children and youth programs.	Janice	Dec 2015	Quarter 2 – 2014 59%
Assist the general Public with ongoing support and Direction	Janice & Katie	Ongoing	Quarter 1 – Ongoing Quarter 2 - Ongoing
Hold a Seniors Clinic on Alberta Seniors Benefits changes once per year	Janice & Coco	Ongoing	Quarter 2 – Waiting for changes to be announced – end of July Quarter 3 – Elk Point on Sept 10 th , and Mallaig on Sept 6 th .
Organize and host Seniors Festival – in Heinsburg (as 2014 festival was cancelled due to inclement weather)	Janice & Coco	Dec 2015	Quarter 3 – Hall booked in Heinsburg for Nov 20, 2015

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Provide recognition to Community Volunteers	Janice & Coco	Aug 2015	Quarter 1 – The high school students that volunteer will be recognized during the week of April 12-18. Volunteer Alberta grant was approved. Quarter 2 – Completed as stated above
Arrange Joint Board Meetings with the Town Of St. Paul FCSs to insure no Overlap of Service	Janice	Dec 2015	Quarter 1 – This meeting will take place April 22, 2015 at 10am. Quarter 2 – Completed April 22, 2015 and Oct 7, 2015
Update FCSS Policy & Procedures Manual as requested	Janice	Ongoing	Quarter 1 – Ongoing Quarter 2 - Ongoing
Welcome Baby program, Administer & implement changes as required	Janice & Coco	Ongoing	Quarter 1 – Ongoing Quarter 2 – Changes Implemented Quarter 3 – Set up for Elk Point as well August 30, 2015
Welcome to the County Packages, Administer & implement Changes as required	Janice & Coco	Ongoing	Quarter 1 – Ongoing Quarter 2 – Ongoing Quarter 3 – Set up for Elk Point as well Sept 3, 2015
Lead the 5 th annual Ashmont Summer Program Lead the Mallaig Summer Program	Janice & Coco	Sep 2015	Quarter 2 – Both programs start on July 14, 2015 Quarter 3 – Both programs ended August 30, 2015
Administer the Mallaig Moms N Tots	Janice	Ongoing	Quarter 1 – Ongoing Quarter 2 - Ongoing
Administer the Ashmont Moms N Tots	Janice & Coco	Ongoing	Quarter 1 – Ongoing Quarter 2 - Ongoing
Coordinate the Volunteer Income Tax Program	Coco	Jun 2015	Quarter 1 – Already underway volunteers went out to Ashmont and Mallaig on March 12, 2015 Quarter 2 – to date we completed 144 applications
Coordinate Seniors Week Events	Janice & Coco	Jun 2015	Quarter 2 – Completed June 3, 4 & 5.
Complete the Annual Report As Requested by the Province	Janice	Dec 2015	Quarter 2 – Completed April 30, 2015 Quarter 3 – Completed July 15, 2015 in Elk Point
Complete Outcome Measures as requested by the Province	Janice	Dec 2015	Quarter 2 – Completed February 15, 2015

Appendix 1 for 8.31.: 2015 Strategic Plan

Provide Support & Direction to Seniors that are being Abused	Janice	Ongoing	Quarter 1 – Ongoing Quarter 2 - Ongoing
Administer the community Counselling program- & implement Changes As Requested	Janice	Ongoing	Quarter 1 – Ongoing Quarter 2 – Ongoing Quarter 3 – Negotiated & completed agreement for Elk Point to piggy back on St. Paul's contract.
Provide Support/Referrals to individuals that Request Assistance	Janice	Ongoing	Quarter 1 – Ongoing Quarter 2 - Ongoing
Consider contribution to the FSLW Program (request \$30,000) not included in FCSS budget – would be over and above County required contribution for FCSS			Quarter 1 – Grant application received and payment issued in February. Quarter 2 - Completed
Administer snow angel volunteer program for hamlets	Janice/Coco	Ongoing	Quarter 2 – Winter months only
Organize High Heels and Spurs Program for schools in our region	Janice/Coco	Dec 2015	Quarter 1 – All high school booked for April 8 to the 10 Quarter 2 – Completed April 8,9,10 & May 28
Administer the Meals on Wheels Program	Janice/Coco	Ongoing	Quarter 1 – Ongoing Quarter 2 – Ongoing Quarter 3 – Set Up new procedures in Elk Point
Manage and Coordinate the Community Connector Trailer	Janice/Coco	Ongoing	Quarter 1 – Ongoing Quarter 2 - Ongoing

Goal 11 – Agriculture

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

Actions	Lead	Target Date	Quarterly Report
GPS on mowing equipment	Keith/Mechanics	April 2015	Quarter 1 - We are still working on getting the GPS on the mowers. Quarter 2 – will defer GPS on Mowers till 2015 – ran out of budget. Quarter 1, 2015 – included in 2015 budget. Quarter 2, 2015 – equipment has been ordered.

			Quarter 3, 205 - complete
Work with highway maintenance contractor to ensure weeds are controlled around those highways	Dennis/Keith	April 2015	<p>Quarter 2, 2013 - Agreed to do some weed control along highways in troubled areas. Costs covered (2013)</p> <p>Quarter 1 , 2014- This is based on a per year basis. Transportation will cover costs for any type of work done. Sk Sprayed for weeds on highways near Ashmont. We continue to be in contact with the Ministry of Transportation to ensure their roads are kept clear. Currently we have up to \$5000 to spend on weed control on highways in the County from the Ministry. Kk</p> <p>Quarter 1 – Meetings with Alberta Transportation scheduled for April 2015.</p> <p>Quarter 2 – Province has indicated they will do very limited mowing along Provincial highways. They will only deal with weed issues if they receive a weed notice from the County – in the past we have sprayed in some areas for them and then invoiced – this will not be allowed this year.</p>
<p>Coyote Bounty for predation control - \$20,000 for Jan-Mar 2014 and additional \$10,00 for fall 2014</p> <p>Continue program in 2015</p>	Keith /Warren	Dec 2015	<p>Quarter 1, 2013 – Program has ended for the spring with 944 coyotes/1 wolf brought in (in 2012 over 1400 coyotes were brought in). \$10,000 left in the budget to commence the program again in November 2013.</p> <p>Quarter 2 –</p> <p>Quarter 4 – Coyote Bounty commenced again November 1, 2013</p> <p>Quarter 1, 2014 - The coyote bounty has received approximately 1300 coyotes and 3 wolves from the reduction program as of April 1, 2014.</p> <p>Quarter 4 – Program commenced for winter 2014/2015.</p> <p>Quarter 1, 2015 – Budget expended in March 2015. Total from fall to spring. 1602 coyotes, 13 wolves.</p>
Advocate to the Province regarding the control of Wolf population	ASB		Quarter 1, 2014 – The Wildlife Damage Compensation Program resolution was brought forward at this years' ASB conference to address this.
Explore options to resolve dog issues within the County – contract out?	Keith/Jack	Fall 2014	Quarter 1 – We continue to answer dog calls in the County and try to find solutions and avoid fines. With additions of noise cannons and work alone software we will make this safer.

			<p>Quarter 2 – dog complaints are still coming in – most complaints due to neighbors not getting along. Work alone software will be installed in July.</p> <p>Quarter 4, 2104 – staff have Work alone software now in event of emergency. This has increased staff safety – not resolved the dog issues.</p> <p>Quarter 2 – Sending invoices out to residents who have not paid any fines that have been issued. Will work with Town Bylaw Officer to set out process to issue Provincial tickets that will be defendable in the courts.</p> <p>Quarter 3 – An agreement has been signed with a local lawyer to work with County staff in the issuance and follow-up through the courts for dog issues. County staff have issued first Provincial ticket under this process.</p>
Continue with Oxeye Daisy program – 2015 – Education			<p>Quarter 1, 2104 – We will map out the oxeye daisy outbreak around Ashmont and report how it can spread from year to year. We will continue to have discussions with local residents about the weed. We will ensure County roads are clear of oxeye daisy.</p>
Review mowing program – with level of service on road classification program – new construction			<p>Quarter 1 – We will review the classification program to see if our current mowing program needs to be changed.</p>
Degelman mower \$33,000			<p>Quarter 1 – new mower has been ordered.</p> <p>Quarter 2 – new mower has arrived and is in service.</p>
Dynamite Shed – potential relocation – regulation change -			<p>Quarter 1 – indication from the Federal Government that the dynamite shed will need to be relocated by July 2015.</p> <p>Quarter 2 – we have received an extension to end of September 2015 to move the dynamite shed in order to obtain proper documentation from the Province as the location will be on Crown land.</p> <p>Quarter 3 - Delays due to decisions not being made accurately at the provincial level in regards to the DML. Extension from the Federal Gov't has been received till end of Oct 2015.</p>

Goal 12 – Planning & Development

Goal 12: Development is environmentally sound and sensitive			
Actions	Lead	Target Date	Quarterly Report
Review of County owned land – possible sale of properties Gravel testing on properties identified in review (when time permits)	Leo	Dec 2015	Quarter 2 – land that is part of the exchange agreement for the Ashmont Lagoon has been tested for gravel – prior to signing of agreement. No gravel was discovered. Gravel testing has been done at Richland pit to determine gravel reserves.
LUB/MDP amendments			Quarter 1 – Amendments to LUB/MDP wording has received 1 st reading. Public Hearing scheduled for April council meeting. Quarter 2 - Completed
Lac Sante ASP Review			Quarter 1 – Joint meeting with the County of Two Hills determined that only minor changes are required to refer to other statutory documents whose numbers have changed.

Goal 13 – Parks & Recreation

Goal 13: Recreation opportunities are available to the public through the County of St. Paul or partnerships			
Action	Lead	Target Date	Quarterly Report
Explore options for porta potties and storage shed at Lottie Lake		Summer 2015	Quarter 3 - no action taken
Explore developing overflow camping area at Lac Bellevue		Summer 2015	Quarter 1 – Included in 2014 budget – to be completed during construction season. Quarter 1, 2015 – not included in the 2015 budget Quarter 2, 2015 – Submitted an application under the Canada 150 Community Infrastructure Program for a campground expansion at Lac Bellevue as well as a gazebo, two new piers, and a miniature golf course Quarter 3- we were unsuccessful for this grant program.
Explore solar street lighting for new parking lot at Westcove -		Summer 2015	Quarter 1 – Not included in 2014 budget Quarter 1 – not included in 2015 budget, but will review options for grants for this item.
Explore replacing piers at all parks		Summer2015	Quarter 1 – 2 piers included in 2015 budget.

Appendix 1 for 8.31.: 2015 Strategic Plan

Floatingstone priority			Quarter 2 – New piers are installed at Floatingstone and Stoney Lake.
Upgrade power at Westcove - \$50,000/year for 3 years - Potential reduce rates for 2015 year			Quarter 1 – included in 2015 budget Quarter 2 – obtaining quotes – will not complete until after park is closed for the season. Quarter 3 – upgrading of power at Westcove has commenced – will be completed this fall.
Building repairs – Stoney lake – office/bathrooms			Quarter 1 – included in the 2015 budget Quarter 2 – the repairs have been completed.
Lac Bellevue – new Bathroom – overflow - \$10,000			Quarter 1 – not included in the 2015 budget
New Gator – Floatingstone \$20,000			Quarter 1 – included in 2015 Budget Quarter 2 – New gator has been purchased.
Septic Fields – Floatingstone/Westcove \$60,000			Quarter 1 – included in 2015 budget Quarter 3 – Council has directed Administration to bring forward an amendment to the LUB to allow for the installation of septic fields at both Floatingstone and Westcove. The amendment is required as the area is a large parcel of land that is adjacent to the lake. This is not allowed under our bylaw. Since the septic fields will be a significant distance from the lake – for example would certainly be a back lot if the area was a multi-lot subdivision, Council felt that the long term operating costs and negative impacts to road infrastructure warranted the change to the LUB. First reading of amended bylaw will be at October 2015 council meeting. This process will push back installation of septic fields to 2016.
Mallaig Recreation – 5 yr plan <ul style="list-style-type: none"> ○ Arena - \$15,000 - 2015 ○ Playground - \$50,000 - 2015 (using Public Trust Reserve Funds) ○ Gazebo - future 			Quarter 1 – Arena funding happened in 2014. \$50,000 contribution to playground in 2015 budget, funded by Public Trust Reserve. Quarter 2 – Council provided funding for Mallaig Playground – funded from Public Trust Reserve.
Consideration of annual contribution for operation of St. Paul Golf Course. Town is considering \$20,000			Quarter 2- Council denied this annual contribution during budget approval

Re-negotiate the recreation contribution to Town of St. Paul			Quarter 2 – This agreement will be up for negotiation in 2016
Consideration of Powering of stalls at camping area in Heinsburg			Quarter 2 – Council approved the powering of stalls in Heinsburg and provided payment to the local community group to complete the project.
ADDITION: Pursue grants for additional recreational servicing opportunities	Kyle		Quarter 2 – The County has submitted an application under the Co-Op Community Recreation Grant for two new baseball diamonds at the Westcove Municipal Recreation Area. The County has submitted an application under the Makadiff Community Grassroutes Sport Innovation Challenge for new broomball equipment to be used in schools and for future programming

Goal 14 – Library/Culture

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

Action	Lead	Target Date	Quarterly Report
Consider contribution to Allied Arts to assist with payment of loan.			
Potential replacement of the Action Van in St. Paul			



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Issue Summary Report

8.32. Emergency Management Sub Plans

#20151009013

Meeting : October 13, 2015

Meeting Date : 2015/10/13 10:00

Meeting Type : Council Meeting

Background

Sub plans were prepared by Rob Duffy, Regional Director of Emergency Management and have been forwarded to Council for review:

- Recovery Plan
- Pandemic Influenza Plan
- Evacuation, Shelter in Place Plan
- Emergency Social Services
- Business Continuity Plan
- Emergency Information Plan

These plans are not public documents. A public version of each plan will be made available on-line at a later date.

Recommendation

Motion to approve the Recovery Plan.

Motion to approve the Pandemic Influenza Plan.

Motion to approve the Evacuation, Shelter in Place Plan.

Motion to approve the Emergency Social Services.

Motion to approve the Business Continuity Plan.

Motion to approve the Emergency Information Plan.

Additional Information

Originated By : pcorbiere



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Issue Summary Report

8.33. Payroll Services Agreement - Mallaig Minor Hockey

#20151008004

Meeting : October 13, 2015

Meeting Date : 2015/10/13 10:00

Meeting Type : Council Meeting

Background

The Payroll Services Agreement with Mallaig Minor Hockey for the Arena Caretaker positions is being presented for renewal. The caretakers are seasonal County employees.

Recommendation

Administration is recommending to enter into a Payroll Services Contract with the Mallaig & District Ag Society for the arena caretaker position for the period of November 1, 2015 to April 15, 2016.

Additional Information

Originated By : pcorbiere



EMPLOYMENT AND **PAYROLL SERVICES** **CONTRACT**

Between

**Mallaig and District Agricultural Society and Recreation Association
(hereafter referred to as the Association)**

Box 69
Mallaig, AB T0A 2K0

- and -

**County of St. Paul
(hereafter referred to as the County)**

5015 – 49 Avenue
St. Paul, AB T0A 3A4

Dated this ____ day of October, 2015

- 1) The contract is effective November 1, 2015 to April 15, 2016.
- 2) The County agrees to provide the Association with payroll services for the Arena Caretaker positions.
- 3) The Association will reimburse the County for all hours worked at a cost of [REDACTED] per hour. In the event of a complaint to Alberta Labour by the Arena Caretaker staff, the Association will be held responsible for all costs of litigation and settlement.
- 4) The Association will pay the County on a monthly basis and within thirty (30) day of invoice date.
- 5) The County agrees to pay all employer costs including but not limited to benefits, pension, insurance, and Workers Compensation premiums as well as paying an hourly rate for travel time to and from the Mallaig Arena and all overtime wages as per the County's Overtime Policy PER-21.
- 6) The Association shall make every effort to minimize overtime costs.

Appendix 1 for 8.33.: Payroll Services Contract

- 7) This Agreement may be terminated in the following manner:
- a) in writing upon mutual agreements of the parties;
 - b) by the Association upon the giving of not less than thirty (30) days written notice to the County, and notice may be waived by the County, in whole or in part; or
 - c) by the County upon the giving of not less than thirty (30) days written notice to the Association.

Reeve (Print Name)
County of St. Paul

President (Print Name)
Mallaig Recreation Association

Signature

Signature



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Issue Summary Report

8.34. Request for Letter of Support - St. Paul Junior B Canadians

#20151008020

Meeting : October 13, 2015

Meeting Date : 2015/10/13 10:00

Meeting Type : Council Meeting

Background

The St. Paul Junior B Canadians Hockey Club has put together a bid to host the 2017 Junior B Provincial Hockey Championships. They are requesting a letter of support to accompany their application.

Recommendation

Administration is recommending that Council provide the St. Paul Junior B Canadians with a letter of support to accompany their bid to host the 2017 Junior B Provincial Hockey Championships.

Additional Information

Originated By : pcorbiere



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Issue Summary Report

8.35. Elk Point Issues - Airport & Health Centre

#20151009008

Meeting : October 13, 2015

Meeting Date : 2015/10/13 10:00

Meeting Type : Council Meeting

Background

Tim Mahdiuk and the Elk Point CAO along with the Airport Consultants met with Alberta Transportation staff on October 8, 2015 to discuss the Elk Point Airport. The conversation at this meeting was how to proceed regarding the Elk Point Airport - deficiencies noted by the consultants add up to \$3.4 Million dollars. At this point Alberta Transportation staff do not have any budget allocated to deal with this. They are willing to look at agreeing for the municipalities to deal with some of the most emergent issues - which includes the removal of trees along the runway and at each end of the runway - Public Works estimates that many of the trees could be removed for approx \$2,000, however some of the trees will need to be topped which we do not have the necessary equipment for. Other costs to date include \$7,000 for the consultants to do their review. At their last meeting, the Elk Point Airport Committee agreed to enter into a new lease agreement with the Province while we worked on the outstanding deficiencies at the Airport as well as an agreement for purchase. The question for Council to consider - is the County willing to prepay for the cost of the consultants and tree removal in order to get the airport in a better position to allow for daytime flights? This amount would be refundable should the Province have airport funding in the future.

We have received a letter from the President of the Elk Point Chamber of Commerce regarding the Elk Point Health Centre. They would like the pediatric wing of the hospital reopened and they have concerns with maintenance of the building. Does Council want to advocate to the Province on behalf of the Elk Point Health Care?

Recommendation

Administration is recommending that we set up a joint meeting with the Town of Elk Point to discuss the future of the Elk Point Airport as well as the Elk Point Health Centre.

Additional Information

Originated By : pcorbiere



BOX 504, ELK POINT, AB. T0A 1A0
PH: 877-724-2983
FAX: 780-724-2921
Email: ilsoe@telusplanet.net



September 18, 2015

Town of Elk Point

To Whom It May Concern:

Attn: Councilor

With regards to requests from the members of the Chamber of Commerce regarding the Elk Point Health Centre.

Written on behalf of our community and surrounding divisions that utilize this health centre; could the councilor please outline what the next necessary steps are to repair the currently closed pediatric wing of the hospital? There has been some concern in the community regarding the council's long term plan to ensure the buildings ongoing operational safety.

There are multiple ongoing maintenance issues that should also be addressed in this plan of action. Specifically, could the councilor propose budgets and timelines for repair of the below four items that are most critical to the operation of the hospital:

- Pediatric wing roof repairs to re-open department
- Dr. A. Oyebode's heating system repairs
- Hospitals overall floor repair due to cracks and potential contamination of bio hazardous waste
- Need for a physiotherapy department and other additional programs promoting health and wellness

The Chamber of Commerce would like to be involved with this process and assist in any way possible.

We look forward to discussing a plan of action for these current issues involving the health and wellness of Elk Point and surrounding areas.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jonny Nielsen', is written over a horizontal line.

Jonny Nielsen P.E.C.
President



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Issue Summary Report

8.36. St. Paul Rescue Truck to Ashmont Fire Department

#20151009009

Meeting : October 13, 2015

Meeting Date : 2015/10/13 10:00

Meeting Type : Council Meeting

Background

The St. Paul Fire Department has ordered a new Rescue Truck which will arrive in 2017. The fire department wants to give the old rescue truck to the Ashmont Fire Department, after their new unit arrives, providing the County agrees to pay any unfunded portion of the new rescue truck.

Recommendation

Motion to accept the rescue truck from the St. Paul Fire Department for the Ashmont Fire Department.

Additional Information

Originated By : pcorbiere



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Issue Summary Report

8.37. Alberta Community Partnership Grant - New Radio Infrastructure

#20151009016

Meeting : October 13, 2015

Meeting Date : 2015/10/13 10:00

Meeting Type : Council Meeting

Background

At the Regional Emergency Management Agency's meeting on August 26th, a discussion occurred regarding the replacement of radio infrastructure in the region. The Summer Village of Horseshoe Bay has volunteered to be the managing partner for an Alberta Community Partnership application along with the Town of St. Paul, Town of Elk Point, and the County of St. Paul to acquire new radio infrastructure and implement the required training. The project costs will be divided on a per capita basis.

Recommendation

Motion to partner with the Town of St. Paul, Town of Elk Point, and Summer Village of Horseshoe Bay to apply for an Alberta Community Partnership Grant to acquire new radio infrastructure and training that is compatible with the Alberta Fire Responders Radio Communication System in our capacity as a member of the Region of St. Paul Emergency Management Agency with the Summer Village of Horseshoe Bay to be the managing partner for the grant.

Additional Information

Originated By : kattanasio

10. Reports

10.1. CAO REPORT



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Issue Summary Report

10.1. CAO Report

#20150903003

Meeting : October 13, 2015

Meeting Date : 2015/10/13 10:00

Meeting Type : Council Meeting

Additional Information

Originated By : skitz

12. Financial

- 12.1. BUDGET TO ACTUAL
- 12.2. COUNCIL FEES
- 12.3. LISTING OF ACCOUNTS PAYABLE



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Issue Summary Report

12.1. Budget to Actual

#20150903004

Meeting : October 13, 2015

Meeting Date : 2015/10/13 10:00

Meeting Type : Council Meeting

Recommendation

Motion to approve the budget to actual as of September 30, 2015.

Additional Information

Originated By : skitz



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Issue Summary Report

12.2. Council Fees

#20150903005

Meeting : October 13, 2015

Meeting Date : 2015/10/13 10:00

Meeting Type : Council Meeting

Recommendation

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

Additional Information

Originated By : tmahdiuk



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Issue Summary Report

12.3. Listing of Accounts Payable

#20150903006

Meeting : October 13, 2015

Meeting Date : 2015/10/13 10:00

Meeting Type : Council Meeting

Recommendation

Motion to file the listing of Accounts Payable as circulated:

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

Originated By : pcorbiere