



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

January 12, 2016

Tuesday, January 12, 2016

Start time 10:00 AM

AGENDA

1. **Call to Order**
2. **Minutes**
 - 2.1 **December 8, 2015 (2015/12/08)**
 - 2.2 **Special Meeting - December 18 (2015/12/18)**
3. **Bank Reconciliation**
4. **Additions to Agenda and Acceptance of Agenda**
5. **In Camera**
 - 5.1. **In Camera**
6. **Business Arising from Minutes**
 - 6.1. **Bylaw 2016-01 - Amend LUB - Wording Change - Section 7.30**
 - 6.2. **Request for Funding - Ashmont & District Ag Society**
7. **Delegation**
 - 7.1. **11:00 a.m. - Staff Sgt. Lee Brachmann**
 - 7.2. **11:30 a.m. - John Holley**
 - 7.3. **1:00 p.m. - David Inscho, Mallaig Legion**
8. **New Business**
 - 8.1. **2016 Land Leases**
 - 8.2. **2015 Strategic Plan - 4th Quarter**
 - 8.3. **Policy Manual Approval**
 - 8.4. **Door to Edmonton 2016 - Western Canada Water - Feb. 4**
 - 8.5. **Reynolds Mirth Richards Farmer Law Seminar - February 19**
 - 8.6. **EDA Conference - April 6 - 8**
 - 8.7. **U of A Indigenous Partnership Development Program**
 - 8.8. **AAMD&C Members 2014/15 Fiscal Year Payment**

- 8.9. **St. Paul & District Hospital Foundation Fundraiser**
- 8.10. **Request to Cancel a Portion of 2014 Taxes on Roll 11030198**
- 8.11. **Bylaw No. 2016-02 - Amend LUB - Rezone PNE 12-58-9-W4**
- 8.12. **Bylaw No. 2016-03 - Licence Road Allowance**
- 8.13. **County Credit Card**
- 8.14. **Bylaw No. 2016-04 - Borrowing Bylaw - Master Card Account**
- 8.15. **Lease Agreement with Riverland Recreation Trail**
- 8.16. **Amend 2016 Road Construction Schedule**
- 8.17. **Alberta Community Partnership Grants**
- 8.18. **Co-op Community Spaces Grant Program**
- 9. **Correspondence**
- 10. **Reports**
 - 10.1. **CAO Report**
- 11. **Upcoming Meetings**
 - 11.1. **ASB Conference - Jan. 18-21**
 - 11.2. **Public Works - Jan. 26 @ 10:00 a.m.**
 - 11.3. **ASB - Jan. 26 @ 1:00 p.m.**
 - 11.4. **Zone Meeting in Flat Lake - Jan. 29 @ 9:45 a.m.**
- 12. **Financial**
 - 12.1. **Budget to Actual**
 - 12.2. **Listing of Accounts Payable**
- 13. **Adjournment**

5. In Camera

5.1. IN CAMERA



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Issue Summary Report

5.1. In Camera

#20160107003

Meeting : January 12, 2016

Meeting Date : 2016/01/12 10:00

Meeting Type : Council Meeting

Background

Items to be presented at the meeting.

Recommendation

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

Additional Information

Originated By : pcorbiere

6. Business Arising from Minutes

- 6.1. BYLAW 2016-01 - AMEND LUB - WORDING CHANGE
- SECTION 7.30
- 6.2. REQUEST FOR FUNDING - ASHMONT & DISTRICT
AG SOCIETY



County of St Paul No 19
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Issue Summary Report

6.1. Bylaw 2016-01 - Amend LUB - Wording Change - Section 7.30 #20160106005

Meeting : January 12, 2016

Meeting Date : 2016/01/12 10:00

Meeting Type : Council Meeting

Background

At the December Council Meeting, Council was presented with a request from a contractor to permit the installation of fiberglass sewage holding tanks on lake front properties. Council made a motion to amend Section 7.30(1) of Land Use Bylaw No. 2015-30 to allow CSA approved holding tanks on lakefront properties.

The proposed amendment to Land Use Bylaw No. 2013-50 is as follows:

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.

Recommendation

Based on Council's direction from the December Meeting, administration is presenting Bylaw No. 2016-01 for first reading, to amend Section 7.30(1) of Land Use Bylaw No. 2013-50 to permit the use of fiberglass holding tanks on lakefront property.

Additional Information

Originated By : pcorbiere

COUNTY OF ST. PAUL NO. 19

BY-LAW NO. 2016-01

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:

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.

Read a first time in Council this 12th day of January, A.D. 2016.

Advertised _____ and January _____, 2016 in the St. Paul Journal and Elk Point Review.

Read a second time in Council this _____ day of January, A.D. 2016.

Read a third time in Council this _____ day of January, A.D. 2016.

Reeve

Chief Administrative Officer



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

6.2. Request for Funding - Ashmont & District Ag Society

#20160107004

Meeting : January 12, 2016

Meeting Date : 2016/01/12 10:00

Meeting Type : Council Meeting

Background

At the December Council Meeting, Council was presented with a request from the Ashmont & District Ag Society for \$37,125 to help offset the costs of replacing the siding, soffits and tin and repair structural defects and water damaged areas on the roof of their community hall.

Council approved \$4,000 to be paid from the 2015 budget and tabled the balance of the funding request (\$33,125) to the 2016 budget deliberations

The \$33,125 has been included in the budget so we would be looking for a motion from Council to approve the funding request to be paid from the 2016 budget.

Recommendation

Administration is recommending to approve \$33,125 for the Ashmont & District Ag Society to help offset the costs of repairs to the siding, soffits and tin as well as the structural defects and water damaged areas on the roof of their community hall.

Additional Information

Originated By : pcorbiere

Ashmont & District
Agricultural Society



December 7, 2015

Ashmont & District Agricultural Society
Box 23 Ashmont, Alberta T0A 0C0
ashmontagsociety@hotmail.com
Phone: 780-726-3949

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

Attention: Sheila Kit

Re: Request for Financial Assistance

The Ashmont Agricultural Society is currently nearing the completion of the renovating of our Hall. The project included removal and replacement of the siding, replacing soffits, repairing structural defects, water damaged areas in the roof and ultimately the need to replace the roofing with tin. The replacement of the roofing was not included in the matching grant we received recently from the Alberta Government. Subsequently, the extra cost is placing financial stress on the Society and we are inquiring via this letter to see if the County can help the Society with some of these extra costs.

The project initially was estimated at \$102,500 to replace the siding and structural repair, which we applied for and received a matching grant of \$51,250. Now with the added burden of having to redo the roof we are looking at a project completion total of approximately \$126,000. This leaves the Society having to cover a total \$74,250. The Society would like the county to split the cost of the \$74,250.00 which would be \$37,125 each.

We appreciate your consideration of this matter and look forward to your reply.

Sincerely,

Garry Himschoot

Vice President

cc: Steve Upham, Frank Sloan

Uniting a Strong Community

7. Delegation

- 7.1. 11:00 A.M. - STAFF SGT. LEE BRACHMANN
- 7.2. 11:30 A.M. - JOHN HOLLEY
- 7.3. 1:00 P.M. - DAVID INSCHO, MALLAIG LEGION



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Issue Summary Report

7.1. 11:00 a.m. - Staff Sgt. Lee Brachmann

#20160106006

Meeting : January 12, 2016

Meeting Date : 2016/01/12 10:00

Meeting Type : Council Meeting

Background

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

Additional Information

Originated By : pcorbiere



County of St Paul No 19
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Issue Summary Report

7.2. 11:30 a.m. - John Holley

#20160107005

Meeting : January 12, 2016

Meeting Date : 2016/01/12 10:00

Meeting Type : Council Meeting

Background

John Holley has an appointment to speak with Council about a rezoning alternative to the plan he submitted to Council at the December Council Meeting (Bylaw No. 2015-31).

Bylaw No. 2014-40, which is an amendment to LUB 2013-50, states that

5.1(7) When an application for amendment has been defeated by Council, re-application shall not occur for the parcel of land for at least 6 months. Council may waive this waiting period by resolution.

Additional Information

Originated By : pcorbiere

COUNTY OF ST. PAUL NO. 19

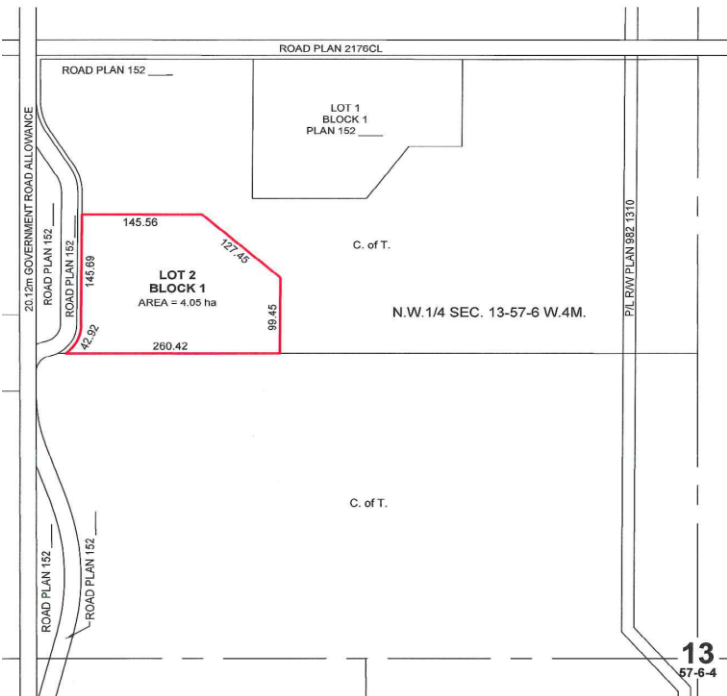
BY-LAW NO. 2015-31

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 PNW 13-57-6-W4



Read a first time in Council this 8th day of December, 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 and duly passed in Council this day of , A.D. 2015.

Reeve

Chief Administrative Officer



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Issue Summary Report

7.3. 1:00 p.m. - David Inscho, Mallaig Legion

#20160107006

Meeting : January 12, 2016

Meeting Date : 2016/01/12 10:00

Meeting Type : Council Meeting

Background

David Inscho with the Mallaig Legion will be in to speak with Council about the renovations to the Legion Hall. They will be asking for assistance to help fund their current shortfall. They are asking for a \$50,000 grant or an interest free loan which they will pay back when they receive their CFEP grant.

Additional Information

Originated By : pcorbiere



**Royal Canadian Legion
Mallaig Branch No. 260
PO Box 171
Mallaig, AB T0A 2K0
President David Inscho (780) 646-2107**

January 7, 2016

RE: FINANCIAL DISTRESS

Dear County of St. Paul Reeve and Counselors;

I am writing to ask the County of St. Paul for financial assistance that would go towards the Royal Canadian Legion Mallaig Branch No. 260's building renovation which is currently under way.

Total spending to date:

- \$390 000

Where our money came from:

- \$320 000 fundraised in the past 7 years
- \$45 000 from a casino worked in September 2015
- \$25 000 from New Horizons For Seniors grant

Outstanding Bills as of today:

- St. Arnault Lumber - \$27 000
- STAR concrete - \$25 000
- Renegade Plumbing - \$2500
- Roman Heating - \$7000
- For a total of \$61 500

We currently have \$22 000 in the bank for a current short fall of \$39 500

The Mallaig Legion has applied for a CFEP grant in the amount of \$125 000. We have been told by Alberta Culture that a decision on our grant will be made in the first quarter of 2016.

We currently have on hand our kitchen cupboards, all gyprock, and all of our steel fire doors. We also have 50% of our light fixtures on hand.

Appendix 1 for 7.3.: Letter - Mallaig Legion

We are still short plywood for floor, countertops, paint, finish trims, drywall mud, outside stairs, and 5 interior doors which will cost approximately \$11 500.

What we are requesting is either a grant from the county for the amount of \$50 000 or an interest free loan of \$50 000 which will be paid back when we receive our CFEP grant funding.

Over the past many years we have managed to fundraise an average of \$40 000+ per year over and above our operating costs. I can see no reason why we would not continue to do the same in the future. Therefore, if by some chance we do not receive CFEP funding we would still be able to repay our loan.

As of now, there is myself, and 2 other gentlemen Aaron Boychuk and Eric Bodnar, who are all volunteering their time to the completion of this project.

I look forward to answering any questions you may have at your upcoming council meeting on January 12, 2016. If you would like any other information before the next meeting please feel free to call me on my cell at 780-646-2107.

Respectfully yours,

David Inscho
President
Royal Canadian Legion
Mallaig Branch No. 260

8. New Business

- 8.1. 2016 LAND LEASES
- 8.2. 2015 STRATEGIC PLAN - 4TH QUARTER
- 8.3. POLICY MANUAL APPROVAL
- 8.4. DOOR TO EDMONTON 2016 - WESTERN CANADA
WATER - FEB. 4
- 8.5. REYNOLDS MIRTH RICHARDS FARMER LAW
SEMINAR - FEBRUARY 19
- 8.6. EDA CONFERENCE - APRIL 6 - 8
- 8.7. U OF A INDIGENOUS PARTNERSHIP
DEVELOPMENT PROGRAM
- 8.8. AAMD&C MEMBERS 2014/15 FISCAL YEAR
PAYMENT
- 8.9. ST. PAUL & DISTRICT HOSPITAL FOUNDATION
FUNDRAISER
- 8.10. REQUEST TO CANCEL A PORTION OF 2014 TAXES
ON ROLL 11030198
- 8.11. BYLAW NO. 2016-02 - AMEND LUB - REZONE PNE 12
-58-9-W4
- 8.12. BYLAW NO. 2016-03 - LICENCE ROAD ALLOWANCE
- 8.13. COUNTY CREDIT CARD
- 8.14. BYLAW NO. 2016-04 - BORROWING BYLAW -
MASTER CARD ACCOUNT
- 8.15. LEASE AGREEMENT WITH RIVERLAND
RECREATION TRAIL
- 8.16. AMEND 2016 ROAD CONSTRUCTION SCHEDULE
- 8.17. ALBERTA COMMUNITY PARTNERSHIP GRANTS
- 8.18. CO-OP COMMUNITY SPACES GRANT PROGRAM



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Issue Summary Report

8.1. 2016 Land Leases

#20160107010

Meeting : January 12, 2016

Meeting Date : 2016/01/12 10:00

Meeting Type : Council Meeting

Background

The following land leases are being presented for renewal for the year 2016:

SE 4-56-3-W4	Kent Boyd
NW 31-55-4-W4	Larry Bazian
PNE 8-56-4-W4	Craig Lorensen
SW 16-58-5-W4	Glen Ockerman
PNW 27-57-8-W4	Jean Fontaine
PNW 20-56-10-W4	St. Paul Grazing Reserve
Lot A, Plan 7620846	

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

Recommendation

Motion to approve the following land leases for renewal for 2016, as per section 61 of the M.G.A.:

SE 4-56-3-W4	Kent Boyd
NW 31-55-4-W4	Larry Bazian
PNE 8-56-4-W4	Craig Lorensen
SW 16-58-5-W4	Glen Ockerman
PNW 27-57-8-W4	Jean Fontaine
PNW 20-56-10-W4	St. Paul Grazing Reserve
Lot A, Plan 7620846	

Additional Information

Originated By : pcorbiere



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Issue Summary Report

8.2. 2015 Strategic Plan - 4th Quarter

#20160107007

Meeting : January 12, 2016

Meeting Date : 2016/01/12 10:00

Meeting Type : Council Meeting

Background

The final update for the 2015 Strategic Plan is attached.

Recommendation

Motion to approve the final update to the 2015 Strategic Plan.

Additional Information

Originated By : pcorbiere

Vision:

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

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

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

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

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

– Clark Crouch

Strategic Business Plan 2015

County of St. Paul No. 19

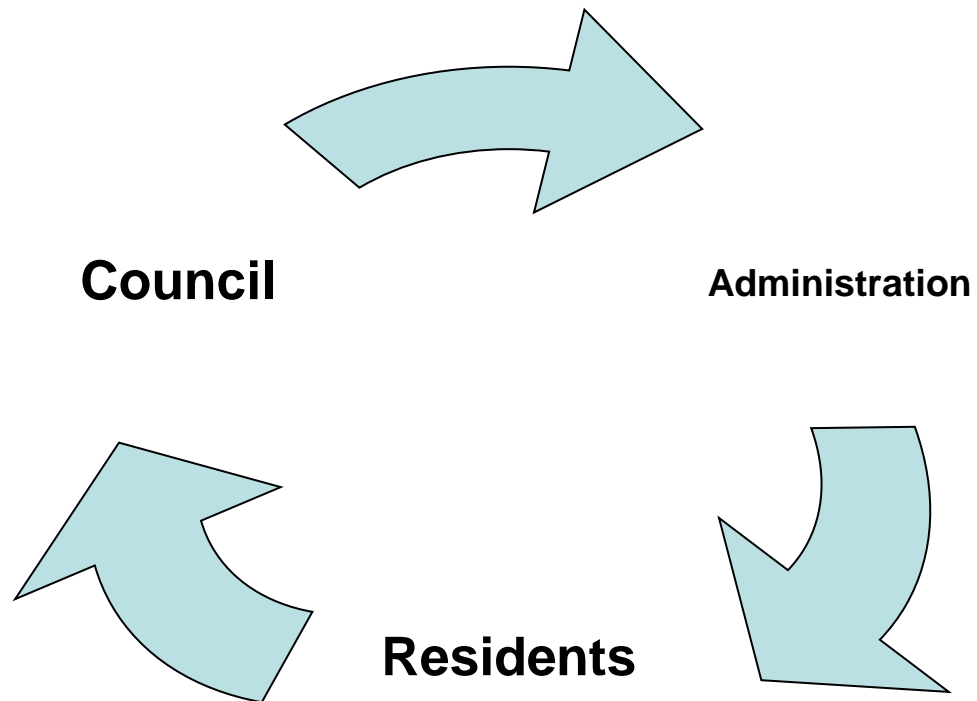


Table of Contents

Vision	-----
Core Values	-----
Guiding Principles	-----
Sustainability Priorities	-----
Goal 1 – Governance	-----
Goal 2 – Administration	-----
Goal 3 – Assessment	-----
Goal 4 – Economic Development	-----
Goal 5 – Fire/Disaster Services	-----
Goal 6 – Protective Services	-----
Goal 7 – Public Works/Transportation/Safety	-----
Goal 8 – Utilities	-----
Goal 9 – Waste Management	-----
Goal 10 – FCSS	-----
Goal 11 – Agriculture	-----
Goal 12 – Planning and Development	-----
Goal 13 – Parks & Recreation	-----
Goal 14 – Library	-----

**County of St. Paul
Strategic Business Plan – 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	Quarter 4 – A letter was sent to Muni-Corr’s December meeting for consideration. They approved it and will commence the surveying of the area. The County will cover survey and subdivision costs as well as pay Muni-Corr \$1300/acre for the required area – estimated at 5.8 acres.
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 Quarter 4 – had a joint meeting with Elk Point on November 12, 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	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

Appendix 1 for 8.2.: 2015 Final Strategic Plan

\$45,000 – Increased annual cost (included in that amount) \$3,000			<p>Management strategy at the Provincial Asset Management Committee. There is a lot of interest in the County's approach.</p> <p>Quarter 3, 2015 – Administration is working to update our 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.</p> <p>Quarter 4, 2015 – Administration has included money in the 2016 budget proposal for analysis of County owned buildings and sewer infrastructure. SK</p> <p>Draft Asset Management Policy submitted to Kyle/Sheila for presentation to Policy Committee. Risk assessment of water/sewer lines conducted with Bryan and Danny. Working on Water/Sewer Plan as time permits. DS</p>
Continue adding County vehicles to AVL System – and/or Working Alone mechanisms	Sheila	Dec 2014	<p>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.</p> <p>Quarter 2 – the Work Alone is set up for 51 employees. Staff will be trained on the use of the system in July.</p> <p>Quarter 3 – staff have received initial training on the system – however they are asking for additional training. This will occur in October.</p>
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	<p>Quarter 2, 2015 – equipment has been ordered for the vehicles and will be installed as mechanics have the time to install.</p> <p>Quarter 3, 2015 – staff are reviewing the unexpended budget and will order some additional GPS equipment for first responder vehicles as we have funds.</p> <p>Quarter 4, 2015 – additional equipment was ordered in the 4th quarter for 3 more fire units.</p>
Council to consider participation in Intern Program for 2015 (applications to be out in fall of 2014)	Sheila/all departments	Sept 2014	<p>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.</p>
Applications have been sent in for		May 2015	<p>Quarter 1, 2015 – The County was approved to host a Finance Intern. Intern has been hired – Michelle Yun – starting May 1, 2015.</p>

Appendix 1 for 8.2.: 2015 Final Strategic Plan

both the Administrative and Financial streams- will know in early 2015 if we are successful in hosting an intern.			Quarter 2, 2015 – Finance Intern has commenced employment Quarter 3, 2015 – Administration did not apply for an intern position for the 2016 year.
<p>Communication Plan:</p> <ul style="list-style-type: none"> • Ongoing review and updating of County website • Implement Social Media for County of St. Paul – Facebook, Twitter • Continue with Radio spots • Continue Newspaper County Page 8 • GIS Webmap public • GIS Webmap Subscription site • GIS Webmap Investors site 	<p>Sheila</p> <p>Paulette</p> <p>Kyle/Paulette</p> <p>FCSS</p> <p>Phyllis/FCSS</p> <p>Linda</p> <p>Linda</p> <p>Sheila/Linda</p>	Start January 2014	<p>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 for the release to the public to work effectively.</p> <p>Quarter 4, 2015 – have met with Accurate Assessment and Bob Bezpalko of Alberta HUB to work on strategies for the GIS Webmap Investors site that will be a pilot for HUB.</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 –	Sheila/Tim	When Available	<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>Quarter 4 – IT RFP will be awarded before the end of December.</p>
Consider purchase of new plotter – complete with scanner (used for	Linda/Paulette		Quarter 1 – This item was not included in the 2015 budget.

Appendix 1 for 8.2.: 2015 Final Strategic Plan

sending plans to assessors/building inspectors), can hold 2 rolls of paper increasing safety of staff when changing paper \$23,000			
Purchase Cash Receipts Toolkit to maximize staff time for on-line and phone banking receipts - \$4,000	Darlene/Sheila/Phyllis/Coco	January 2015	Quarter 1 – Put on hold until we tender out the banking services. Quarter 4 – with the award of the banking tender we will complete this in the early new year.
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, utility bills, or accounts receivable and to make on-line payments for the same. \$36,000.	Darlene/Sheila/Linda/Carolyn		Quarter 1 – this item was not included in the 2015 budget.

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		Quarter 4 – A draft bylaw has been brought to both the cemetery committee and the policy committee. Administration has received direction to amend and bring back in the new year.
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 • 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 	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 Policy. • Do Not Spray Policy • Cancellation of Penalties or Interest Policy • Alternative Retirement Contribution Policy (updated) • Utilities Bylaw Draft in Progress- working with Brownlee Quarter 4 – <ul style="list-style-type: none"> • Fire Bylaw (updated) • Noise Bylaw (updated) • Municipal and Reserve Lands Regulation Bylaw • Short Term Disability Policy • Levels of Service Policy for all Fire Departments • Benefits Policy (updated) • Bereavement Policy (updated) • County Functions Policy (updated) • Long Service Awards Policy (updated) • Sick Leave and Family Medical Benefits Policy (updated) • Rodeo Supper Funds Policy (updated) • Snowplowing of Driveways Policy (updated)

Appendix 1 for 8.2.: 2015 Final Strategic Plan

			<ul style="list-style-type: none"> • Brush and Tree Removal Policy (updated) • Waste Bin Rental Policy (updated) • Leaves of Absence Policy
Reformat Policies/Manual	Kyle/Paulette		<p>Quarter 1 – Process has been started. Should be complete 2nd quarter.</p> <p>Quarter 2 - Final editing and formatting taking place. Should be complete by end of 3rd quarter.</p> <p>Quarter 4 – completed binders will be sent out to councilors for review before the end of the calendar year.</p>
Review Outdated Bylaws	Kyle		<p>Quarter 1 and 2 – Currently started reviewing outdated and antiquated bylaws.</p> <p>Quarter 4 – Review ongoing</p>
Reorganize Agreements/Develop standard agreement	Kyle		<p>Quarter 1 – No action yet; aiming for second quarter</p> <p>Quarter 2 – Started reviewing agreements that require updating and identifying areas where agreements require development</p> <p>Quarter 4 – Standard agreement finalized; will explore organizing agreements in the new year</p>

Administration – Building Corporate Capacity			
Action	Lead	Target Date	Quarterly Report
<p>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)</p> <p>Continue courses in 2015 but have courses start in late October and continue till spring – therefore not a big delay in learning.</p>	Sheila	Dec 2015	<p>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.</p> <p>Quarter 3 – courses will resume in October finishing by mid-December</p> <p>Quarter 4 – Courses will extend into January due to snow removal during the end of November.</p> <p>Quarter 1 – 2015 – Courses complete for 2014 group. Next courses to commence late October.</p> <p>Quarter 3, 2015 – Council has approved an Organizational Review to have a look at how the County will look in the future</p>

Appendix 1 for 8.2.: 2015 Final Strategic Plan

			<p>with the eventual retirement of key municipal staff in the next 1-5 years. Review to be completed in the 4th quarter.</p> <p>Quarter 4, 2015 – Nichols Applied Management has undertaken Organizational Review including an Employee Engagement Survey. Work will be completed in December 2015, with a final report to Administration and Council in January.</p>
Continue Team building for all staff – minimum of 2 events per year	WHSC	Fall 2015	<p>Quarter 1 – Team Building event scheduled for April 24, 2015</p> <p>Quarter 3 – Team Building event was held September 18, 2015</p>
<p>Explore Employee Attraction and Retention Strategies:</p> <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 			<p>Quarter 1 – Team building event in April. Completed teambuilding and leadership series for 2014 group in March.</p> <p>Quarter 2 – Team Building event was a great success in April.</p> <p>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.</p> <p>Quarter 4 – Employee Engagement Survey completed in November of 2015 – to be included in final report of Organizational Review.</p>
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. Quarter 4 – working with Accurate Assessment on a pilot project with Alberta HUB to provide site selectors with webpage that will provide information that will pull together information into one area regarding land for sale, zoning,

			distance from transportation routes, utilities, etc.
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Goal 5 – Fire/Disaster Services

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

Action	Lead	Target Date	Quarterly Report
Continue work on Regional Emergency Management Plan with partners.	Rob Duffy	Sept 2015	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. 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. Quarter 3 – Sub plans are complete and being sent to each Council for approval. Table Top Exercise was completed
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	

Appendix 1 for 8.2.: 2015 Final Strategic Plan

Set up larger ECC – explore possibly using County PW Shop	Rob/Dennis	Summer 2015	August 26, 2015. Communities have agreed to apply for a grant to purchase AFFRC's Radios in 2016. Quarter 4 - County Council has approved the Regional Emergency Management Plan. Training sessions have taken place for ESS portion of the plan. We are waiting for ACP grant announcement to apply for AFFRC's Radio project. A larger EOC is being contemplated at the Town Office lower level. Administration continues to advertise the Mass Notification System in the County's Highlights.
Set up Elk Point EOC - budget implications	Rob/Dennis/Town of Elk Point	Summer 2015	
Community readiness/education sessions	Rob Duffy	Fall 2015	
Explore AFFRCS Radio Communication	Rob Duffy	Summer2015	
NESS Equipment Storage	Rob/Leo	February 2015	
Purchase of an Emergency Livestock Trailer - \$30,000	Dennis/Trevor		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. Quarter 2 - Applied for the Farm Credit Canada AgriSpirit Quarter 2 - Community Grant for purchase of livestock trailer Quarter 3 - Grant was not received for livestock trailer. Plan on ordering trailer in 4th quarter. Quarter 4 – application has been sent in by the St. Paul Ag Society for the purchase of the trailer. Administration has assisted with the grant application.
Policy regarding its use.			
Register any members of this group under the Volunteer Insurance plan.			
Review Fire Agreements with Towns	Dennis/Sheila		Quarter 1- Ongoing 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. Quarter 3 - To be discussed at the joint fire meeting in October and hope to have it finalized by year end. Quarter 4 – the St. Paul Fire Agreement has been amended and approved at both the Town of St. Paul and the County.

Appendix 1 for 8.2.: 2015 Final Strategic Plan

			Council has sent a letter to the Town of Elk Point and the Elk Point Fire Department indicating they want to review the Elk Point Fire Agreement in 2016.
New Equipment for Ashmont Fire Department <ul style="list-style-type: none"> ○ Jaws of Life \$12,000 ○ Community Sign \$6,000 ○ Bunker Gear \$5,000 ○ SCBA Bottles \$ 3,000 			Quarter 1 – County budget will contemplate these items. Quarter 2 – Jaws of Life have been purchased as well as Community Sign and Bunker gear Quarter 4 – All other equipment has been purchased.
New Equipment for Mallaig Fire Department: <ul style="list-style-type: none"> ○ Bush/Rescue Truck \$40,000 ○ Bunker Gear \$5,000 ○ Handheld Radios \$5,000 ○ Misc \$5,300 			Quarter 1 – County budget will contemplate these items. 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 Quarter 4 – All other equipment has been purchased
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.

			<p>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.</p> <p>Quarter 4 – the Elk Point Fire Department has determined the level of Medical First Response, it has been incorporated into their policy that has been approved by both the County and the Town of Elk Point.</p>
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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	<p>Quarter 1 – This bylaw was approved and is being implemented in the 1st quarter.</p> <p>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.</p> <p>Quarter 4 – staff are still working with pit operators to encourage compliance with the bylaw.</p>
Continue to utilize Road Use Agreements for road damages			<p>Quarter 1 – Road use agreements are being worked on with different industry players in the County. Council approved amendments to the agreements.</p>

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			

Appendix 1 for 8.2.: 2015 Final Strategic Plan

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. Complete PW Shop Retrofit Follow-up with MCCAC Grant to obtain bonus for reduced energy consumption	Sheila/Ken Sheila/Kyle	May 2014	<p>Quarter 2 – started in 2012; lighting is complete</p> <p>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.</p> <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>

Appendix 1 for 8.2.: 2015 Final Strategic Plan

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. Quarter 4 – Rob Duffy has been reviewing the safety systems for all municipalities in the region and planning out strategies to move forward in 2016. He will be moving into the County Office January 2016. He has also worked with the local physicians regarding our return to work program for staff.

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
Work towards improved water quality in Ashmont and Mallaig		WTP – March 2014	Quarter 1, 2013 - Ashmont Water Treatment plant detailed design is complete. As of April 30, ready for tendering.

<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>Test Plant – spring 2013</p>	<p>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 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</p>
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			<p>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> <p>Quarter 4 – Final Detailed design is almost complete. We have entered into an agreement with Muni-Corr regarding using the Iron Horse Trail ROW for the waterline. Administration and Engineers have looked at first draft agreements between the County and the Highway 28/63 Water Commission as well as between the County and Smoky Lake County. We will have a meeting early in January to work out some more details. A borrowing bylaw will be approved in December for the County's portion of this project. County sent a letter to Alberta Transportation requesting consideration of Water For Life Funding to extend waterline from Ashmont to Mallaig. A letter has been received back indicating the County's request is in the que.</p>
Complete Feasibility study for Joint Lagoon in the Lac Sante	Sheila	Summer 2014	<p>Quarter 1 – RFQ and RFP's have been sent out regarding this project. Project was awarded to Urban Systems.</p>

Area – with the County of Two Hills			<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		<p>Quarter 3 – Ongoing</p> <p>Quarter 4 – At the Joint Meeting with Town of Elk Point, it was discussed to apply for an ACP grant to build a new water truck fill station near the Elk Point Water Treatment Plant.</p>
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</p>

			project.
<p>Review Ashmont Lagoon Feasibility study and work on implementation plan.</p> <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>	Council	<p>January 2014</p> <p>Summer 2014</p>	<p>Quarter 2 – Work has commenced on the de-sludging of the Ashmont Lagoon – will take place in July/August. Flow Meter is scheduled to be installed in July. Geo-technical review has been completed.</p> <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 2 – County has negotiated an agreement to purchase the required land for the upgrade of the Ashmont Lagoon. Land transfer to take place in early 2016.</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> <p>Quarter 4, 2015 – Council will pass a borrowing bylaw to address the County's portion of this project. Engineers have been contracted for the project with Urban Systems being successful consultants. Preliminary design has begun for the project. Expect the lagoon and waste water transfer station to be tendered out as two projects.</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</p>

Appendix 1 for 8.2.: 2015 Final Strategic Plan

			arrange installation in early spring 2015. Quarter 2, 2015 – Sewer expansion complete
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	Quarter 3 – Not completed Quarter 4 – Not completed
Determine wastewater solution – expansion of Ashmont, new lagoon near Lac Sante Resident calling for hold on building permits till solution resolved.			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. Quarter 3 – Grant application has been approved – project 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.			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. Quarter 2 – working on Utility Bylaw – hope to have ready for Council consideration in September. Quarter 3 – Utility Bylaw will be effective January 1, 2016, therefore meeting will be deferred to new calendar year. Quarter 4 – Administration will hold meetings with residents and salt plant in early new year.
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
Waste Storage Site - Poirier	Dennis	Fall 2014	Quarter 2,2013 – Will completed clay – Gravel pad at Perch Lake

Development Poirier Development 2015 \$20,000			<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 4 – construction for Poirier subdivision waste bin area has been delayed to spring of 2016.</p>
Frontload waste truck \$280,000 Chasis ordered in 2014 – out of 2015 budget			<p>Quarter 1 – Truck has been ordered.</p> <p>Quarter 2 – New waste truck has arrived and is in service.</p>
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			<p>Quarter 1 – included in the 2015 budget</p> <p>Quarter 2 - Bins have been purchased.</p>
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.
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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% Quarter 4 - Completed
Assist the general Public with ongoing support and Direction	Janice & Katie	Ongoing	Quarter 1 – Ongoing Quarter 2 – Ongoing Quarter 4 - Completed
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 10th, and Mallaig on Sept 6th. Quarter 4 - Completed
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 Quarter 4 - Completed
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 Quarter 4 - Completed
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 Quarter 4 - Completed
Update FCSS Policy & Procedures Manual as requested	Janice	Ongoing	Quarter 1 – Ongoing Quarter 2 – Ongoing Quarter 4 - Completed
Welcome Baby program,	Janice & Coco	Ongoing	Quarter 1 – Ongoing

Appendix 1 for 8.2.: 2015 Final Strategic Plan

Administer & implement changes as required			Quarter 2 – Changes Implemented Quarter 3 – Set up for Elk Point as well August 30, 2015 Quarter 4 - Completed
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 Quarter 4 - Completed
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 Quarter 4 - Completed
Administer the Mallaig Moms N Tots	Janice	Ongoing	Quarter 1 – Ongoing Quarter 2 – Ongoing Quarter 4 - Completed
Administer the Ashmont Moms N Tots	Janice & Coco	Ongoing	Quarter 1 – Ongoing Quarter 2 – Ongoing Quarter 4 – Completed
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 Quarter 4 - Completed
Coordinate Seniors Week Events	Janice & Coco	Jun 2015	Quarter 2 – Completed June 3, 4 & 5. Quarter 4 - Completed
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 Quarter 4 - Completed
Complete Outcome Measures as requested by the Province	Janice	Dec 2015	Quarter 2 – Completed February 15, 2015 Quarter 4 - Completed
Provide Support & Direction to Seniors that are being Abused	Janice	Ongoing	Quarter 1 – Ongoing Quarter 2 – Ongoing Quarter 4 - Completed

Appendix 1 for 8.2.: 2015 Final Strategic Plan

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. Quarter 4 - Completed
Provide Support/Referrals to individuals that Request Assistance	Janice	Ongoing	Quarter 1 – Ongoing Quarter 2 – Ongoing Quarter 4 - Completed
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 Quarter 4 - Completed
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 Quarter 4 - Completed
Manage and Coordinate the Community Connector Trailer	Janice/Coco	Ongoing	Quarter 1 – Ongoing Quarter 2 – Ongoing Quarter 4 - Completed

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.

Appendix 1 for 8.2.: 2015 Final Strategic Plan

			<p>Quarter 1, 2015 – included in 2015 budget.</p> <p>Quarter 2, 2015 – equipment has been ordered.</p> <p>Quarter 3, 2015 - complete</p>
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.</p> <p>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> <p>Quarter 4, 2015 – 185 Coyotes brought in to date this fall.</p>
Advocate to the Province regarding the control of Wolf population	ASB		<p>Quarter 1, 2014 – The Wildlife Damage Compensation Program resolution was brought forward at this years' ASB conference to address this.</p>
Explore options to resolve dog	Keith/Jack	Fall 2014	<p>Quarter 1 – We continue to answer dog calls in the County and</p>

issues within the County – contract out?			<p>try to find solutions and avoid fines. With additions of noise cannons and work alone software we will make this safer.</p> <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 defensible 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> <p>Quarter 4 – the first case was brought before the court regarding dog ticket. The person has a warrant out for their arrest in this matter.</p>
Continue with Oxeye Daisy program – 2015 – Education			<p>Quarter 1, 2014 – 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> <p>Quarter 4 - completed</p>
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Goal 12 – Planning & Development

Goal 12: Development is environmentally sound and sensitive			
Actions	Lead	Target Date	Quarterly Report
<p>Review of County owned land – possible sale of properties</p> <p>Gravel testing on properties identified in review (when time permits)</p>	Leo	Dec 2015	<p>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.</p>
LUB/MDP amendments			<p>Quarter 1 – Amendments to LUB/MDP wording has received 1st reading. Public Hearing scheduled for April council meeting.</p> <p>Quarter 2 - Completed</p>
Lac Sante ASP Review			<p>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.</p>

Goal 13 – Parks & Recreation

Goal 13: Recreation opportunities are available to the public through the County of St. Paul or partnerships			
Action	Lead	Target Date	Quarterly Report
Explore options for porta potties and storage shed at Lottie Lake		Summer 2015	<p>Quarter 3 - no action taken</p> <p>Quarter 4 – a letter has been sent to the Lottie Lake Community Association indicating that Council will only approve \$5,000 for a storage shed for them to be placed at the playground area. We are waiting for a response from the Association.</p>
Explore developing overflow camping area at Lac Bellevue		Summer 2015	<p>Quarter 1 – Included in 2014 budget – to be completed during construction season.</p> <p>Quarter 1, 2015 – not included in the 2015 budget</p> <p>Quarter 2, 2015 – Submitted an application under the Canada 150 Community Infrastructure Program for a campground</p>

Appendix 1 for 8.2.: 2015 Final Strategic Plan

			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 Floatingstone priority		Summer2015	Quarter 1 – 2 piers included in 2015 budget. 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. Quarter 4 – still waiting for ATCO to tie in the pedestals to complete this project.
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.

			Quarter 4 – Due to the nice November, the septic fields were completed following 3rd reading of the LUB amendment.
<p>Mallaig Recreation – 5 yr plan</p> <ul style="list-style-type: none"> ○ Arena - \$15,000 - 2015 ○ Playground - \$50,000 - 2015 (using Public Trust Reserve Funds) ○ Gazebo - future 			<p>Quarter 1 – Arena funding happened in 2014. \$50,000 contribution to playground in 2015 budget, funded by Public Trust Reserve.</p> <p>Quarter 2 – Council provided funding for Mallaig Playground – funded from Public Trust Reserve.</p> <p>Quarter 4 – Council provided additional funding to Mallaig Playground due to the Ag Society receiving less from their CFEP grant than was expected. The additional funding of \$28,500 was funded from the Public Trust Reserve.</p>
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		<p>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.</p> <p>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</p>

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			Quarter 4 – this request will be considered in the 2016 budget.



County of St Paul No 19
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Issue Summary Report

8.3. Policy Manual Approval

#20160108005

Meeting : January 12, 2016

Meeting Date : 2016/01/12 10:00

Meeting Type : Council Meeting

Background

Policy ADM-24 states that the County will review its Policy Manual periodically to ensure all policies remain accurate and relevant over time.

Administration has carried out a review during 2015 and has also reformatted the Manual to enhance ease of use.

Policy Manuals were distributed to all Councillors in mid-December 2015 for review.

Administration has identified two small word changes that require correcting prior to passing the Policy Manual.

Recommendation

Motion to approve Policy PW-50 as amended.

Motion to approve Policy PW-63 as amended.

Motion to approve the newly reformatted and reviewed Policy Manual.

Additional Information

Originated By : kattanasio



COUNTY OF ST. PAUL NO. 19

BALANCING RURAL HERITAGE WITH A DIVERSE ECONOMY

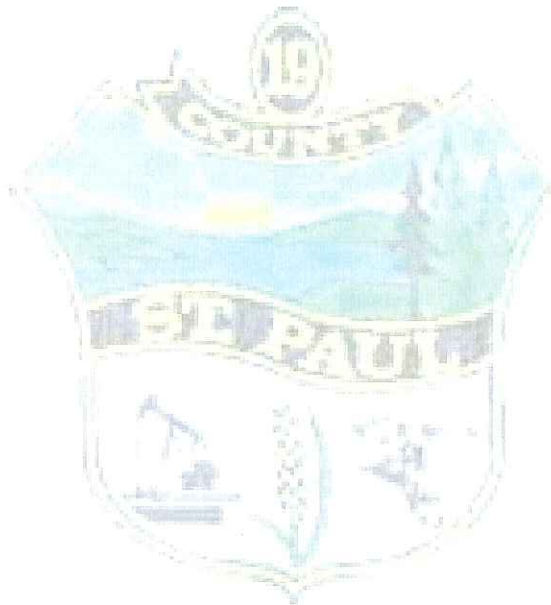
POLICY OBJECTIVE:

The County of St. Paul desires to make municipal graders and operators available for private, custom work and to establish a fee for custom grader work.

POLICY STATEMENT:

- 1) Residents may enter into an agreement by which any custom grader work performed on private property will be invoiced to them on a per hour rate. An hourly rate set out in the County's Fee Schedule Bylaw will be charged. County Council amends the rate from time to time.
- 2) At the time of arrangement for the custom grader work, the resident must sign the attached agreement which shall indicate the rate and conditions established by County Council.
- 3) The County shall provide custom grader work for all locations once the necessary resources are available to do so.
- 4) The County grader shall **not** be used for any drainage issues on private land.
- 5) The fees for grading shall be waived for the following as determined by County Council:
 - a) Churches
 - b) Cemeteries
 - c) Community Halls
 - d) Local Non-profit Groups
- 6) Any custom grader work which exceeds the amount of \$1200.00 must be approved at a Council meeting prior to the work being performed.

- 7) The signing party to the Agreement shall clearly mark or remove any obstructions or hazards within the area that custom work is to be performed as per the Agreement.
- 8) The County shall have the right to refuse to grade any area(s) that, in the opinion of the grader operator, will be hazardous or difficult to grade.





COUNTY OF ST. PAUL NO. 19

BALANCING RURAL HERITAGE WITH A DIVERSE ECONOMY

POLICY OBJECTIVE:

The County of St. Paul desires to use dust suppressants on certain County-maintained roads in an effort to enhance public safety and quality of life. This Policy intends to clarify and prioritize within budgetary constraints the areas in which dust suppressants may be applied on County-maintained roads.

POLICY STATEMENT:

A) DUST SUPPRESSANT PRODUCT

- 1) The County will implement dust controls using the suppressant product MG-30, a blend of calcium chloride and magnesium hydroxide. This dust suppressant product provides an efficient, cost-effective dust control.
- 2) Other products may be considered as determined by Council resolution from time to time. The County will implement the use of products which meet or exceed environmental standards and are cost effective.

B) PROCEDURE:

- 1) The application of this Policy will be carried out in accordance **with** the direction of Council and within budgetary limitations.
- 2) The County will not guarantee the effectiveness of the dust suppressant. Once a dust control has been applied, no refunds will be made.
- 3) The County reserves the right to maintain treated sections of roadway as deemed appropriate by administration.
- 4) Dust control suppressants will start being applied in the spring as materials and equipment become available.

- 5) A typical application of dust suppressant will cover an approximate distance of two hundred (200) metres of roadway.
- 6) Dust suppressant will not be applied on private roads, licensed roads or roads not under the jurisdiction of the County.
- 7) The County reserves the right to make dust suppression a condition of a development permit or agreement.
- 8) The County may authorize industrial companies to spread oil byproducts on municipal roads if the company has authorization from Alberta Environmental Protection and other appropriate government agencies, the application can be coordinated with municipal road maintenance programs, and the application will not negatively affect the road surface.
- 9) At the discretion of Administration, dust suppression will not be applied on roads scheduled for rebuilding or upgrading within the year.
- 10) The County of St. Paul No. 19 reserves the right to rework or remove dust control applications at its own discretion. Under normal conditions, a dust control application is good for one dust control season expiring upon freeze-up.
- 11) Late or subsequent requests may be considered on a first come, first served basis, provided that the County has the opportunity and equipment available to accommodate the request.

C) EXEMPTIONS:

- 1) Residents whose quality of life is diminished by excessive dust due to a medical condition such as asthma, cystic fibrosis, or a similar condition may request dust control services by providing the Chief Administrative Officer or their designate with a medical certificate confirming their condition.



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Issue Summary Report

8.4. Door to Edmonton 2016 - Western Canada Water - Feb. 4

#20160107011

Meeting : January 12, 2016

Meeting Date : 2016/01/12 10:00

Meeting Type : Council Meeting

Background

Western Canada Water along with the provincial government will be hosting a one-day seminar that focuses on new and upcoming regulatory changes that impact municipal water, wastewater and stormwater. The seminar will be held February 4, in Edmonton.

Recommendation

Motion to approve Bryan Bespalko to attend the one-day seminar on upcoming regulatory changes that impact municipal water, wastewater and stormwater on February 4, 2016 in Edmonton.

Additional Information

Originated By : pcorbiere

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You are here: [Home](#) / [Events](#) / Door to Edmonton 2016

Door to Edmonton 2016

November 5, 2015 by [aarisman](#) • [1 Comment](#)

Event Details

- **Start:** 4 February 2016 8:00 am
- **Venue:** [Chateau Lacombe](#)
- **Categories:** [WCW](#)

Thursday February 4, 2016
Chateau Lacombe, Edmonton, Alberta

0.5 CEUs

Register Now

Join us with the provincial government for this new one day seminar that focuses on new and upcoming regulatory changes that impact municipal water, wastewater, and stormwater.

The session provides information on programs and initiative that are coming and how they'll impact your utility. The presentations are from provincial departments and provincial organizations on new initiatives and regulatory developments on a provincial level. This is your chance to hear what's coming down the pipe from our provincial government. The format also allows an opportunity for attendees to interact with the senior government officials developing policies, programs and regulations that will impact operations.

Who should attend: Operations staff, supervisors, consulting engineers, municipal water utility providers, and other water providers,

Speakers: Provincial regulatory and policy employees

A networking event is being held the night before the workshop for attendees and local water professionals at the Chateau Lacombe from 7:00 to 9:30PM. One drink and hot and cold appetizers are included in the \$25 registration fee.

Agenda

8:00 Registration

8:30 Welcome and Introductions

8:35 **Greeting from Minister Shannon Phillips**

Regulatory Implementation & Opportunities

9:00 **Aquatic Invasive Species- Introduction to Issues and Alberta's Approach**, *Kate Wilson, Provincial Aquatic Invasive Species Specialist, Fish and Wildlife Habitat Policy*

9:30 **Alberta Wetland Policy – Implementation**, *Matt Wilson, Wetlands Specialist*,

10:00 Break (30 min)

10:30 **Addressing Alberta's Water Challenges & Opportunities** *The Alberta Innovates –Energy and Environment Solutions – Water Innovation Program*, *Brett Purdy, Senior Director, Water Innovates Program*

11:00 AEMERA (Alberta Environmental Monitoring, Evaluation and Reporting Agency), TBD

11:30 Alberta's Water Shortage Response Plan, John Conrad, Executive Director, Alberta Environmental Support and Emergency Response Team (ASERT)

12:00 Lunch (provided, 45 min)

Beneficial Use/Reuse

12:45 Research Perspective Recycling of Wastewater, Nick Ashbolt, AIHS Alberta Innovates Translational Research Chair in Water School of Public Health

1:30 Regulatory Update for Reclaimed Water in Alberta, Sidney Manning, Chief Inspector, Plumbing and Gas, Municipal Affairs

2:00 Reuse and Stormwater Policy Update, Edith Vanderpuye, Section Head, Water Resources Coordination Section

2:30 Break

2:45 Panel discussion on water reuse/recycling, Moderator: Dan Rites, Executive Director, Alberta Water and Wastewater Operators Association (afternoon speakers)

3:15 Biosolids Update, Gordon Dinwoodie, Reclamation Policy Specialist, Land Conservation and Reclamation Policy Section

4:15-4:30 Closing

Co-Chairs

Jeff Charrois: Manager, Drinking Water and Wastewater Section,
Edith Phillips: Leader, Regulatory Affairs & Compliance, City of Calgary
Dave Curran: Senior Engineer, Drainage Services, City of Edmonton

Register Online

PDF Registration Form

Book a hotel room at the Chateau Lacombe for \$129 (+fees \$ taxes, include complimentary parking for one vehicle)

To book, please call 1.800.661.8801 and reference "Western Canada Water." This hotel block is available for booking until January 5, 2016 – please book early to avoid disappointment.





County of St Paul No 19
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Issue Summary Report

8.5. Reynolds Mirth Richards Farmer Law Seminar - February 19

#20160106007

Meeting : January 12, 2016

Meeting Date : 2016/01/12 10:00

Meeting Type : Council Meeting

Background

The Reynolds Mirth Richards Farmer Law Seminar will be held Friday, February 19, 2016 in Edmonton. This law seminar is the day after the Brownlee Law Seminar.

Topics offered at the Seminar can be viewed on the website at www.rmrf.com/news.

Recommendation

Motion to approve all of Council, Sheila Kitz, Tim Mahdiuk and staff as deemed appropriate by administration to attend the RMRF Municipal Law Seminar on February 19, 2016 in Edmonton.

Additional Information

Originated By : pcorbiere



County of St Paul No 19
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Issue Summary Report

8.6. EDA Conference - April 6 - 8

#20160106009

Meeting : January 12, 2016

Meeting Date : 2016/01/12 10:00

Meeting Type : Council Meeting

Background

The Economic Developers Association Conference will be held April 6-8, 2016 in Kananaskis. The Theme for the conference is Resilience, Renewal and Reinvention.

Councillor Dach has expressed interest in attending. Registration for the conference, if registered by January 15 is \$495.

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

Recommendation

This conference is being presented to Council for approval as it falls outside of the scope of Policy HR-8.

Additional Information

Originated By : pcorbiere



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Issue Summary Report

8.7. U of A Indigenous Partnership Development Program

#20160107002

Meeting : January 12, 2016

Meeting Date : 2016/01/12 10:00

Meeting Type : Council Meeting

Background

The U of A Executive Education is offering the Indigenous Partnership Development three-day program designed to accomplish two key objectives - to build a common language and understanding of Indigenous worldviews and current realities from an economic, legal and social standpoints and to provide a tool-kit to reach positive outcome.

Wahkohtowin, which is the governance of relationships, will be the foundation in carrying out the program's vision aiming to establish and strengthen transformative collaborations built on solid knowledge and innovative practice in a respectful and dynamic learning space.

Sheila Kitz would like to register for this course as she feels it will be beneficial as the County begins working more closely with our neighbors.

Registration for the course is \$2,500 and it will be held on February 26, March 21 and April 18. There would be no cost for accommodations, only mileage.

Recommendation

Administration is recommending to approve Sheila Kitz to register for the three-day U of A Indigenous Partnership Development Program in Edmonton.

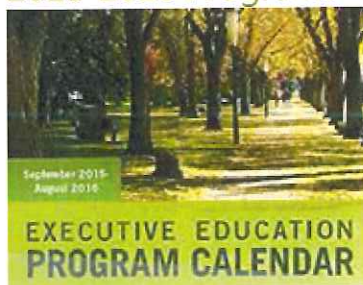
Additional Information

Originated By : pcorbiere



EXECUTIVE EDUCATION

2015-2016 Programs



In 2014 and 2015, Executive Education has been **ranked among the world's leading professional development providers** by the *Financial Times of London*, which is a testament of excellence in teaching, industry support and engagement.

Good afternoon,

Executive Education is excited to launch its second offering of the Indigenous Partnership Development Program (IPDP). A three-day program designed to accomplish two key objectives:

- Build a common language and understanding of Indigenous worldviews and current realities from an economic, legal and social standpoint
- Provide you with a tool-kit to reach positive outcomes in your ventures

Wâhkôhtowin, the governance of relationships, will be foundational in carrying out the program's vision which aims to establish and strengthen transformative collaborations built on solid knowledge and innovative practice in a respectful and dynamic learning space. The program will feature a number of facilitators from across Canada, including Phil Fontaine, Marvin Washington, JP Gladu, Randy Moore, Lorne Ternes, Vern Bachiu, Shalene Jobin Vandervelde and many more.

The program dates are: Feb 26, 2016, Mar 21, 2016 and Apr 18, 2016. For more information on the program, please refer to our [website](#) or contact me at chelsey.mcleod@ualberta.ca or 780-492-8364.

We would be very pleased if you and your organization are able to take part in the conversation and join us for the program.

Warm Regards,

Chelsey McLeod
Program Advisor, Executive Education
Alberta School of Business





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Issue Summary Report

8.8. AAMD&C Members 2014/15 Fiscal Year Payment

#20160107008

Meeting : January 12, 2016

Meeting Date : 2016/01/12 10:00

Meeting Type : Council Meeting

Background

We have received \$3,151.13 for the county's share of the profits through the AAMD&C Trade Division and Jubilee Insurance Agencies.

Recommendation

Motion to file for information.

Additional Information

Originated By : pcorbiere



Partners in Advocacy & Business

ST. PAUL #19, County of

ATTN: AAMDC Members & Associate Members
RE: 2014/2015 Fiscal Year Payment

We are enclosing a cheque for the 2014/2015 fiscal year (formerly known as the dividend cheque). This payment reflects your organization's share of the profits realized by the AAMDC through the operations of our AAMDC Trade Division and Jubilee Insurance Agencies Ltd. subsidiary.

This year AAMDC will be paying out \$250,000 to members.

The following is a specific breakdown for your organization:

MEMBER #	JUBILEE	AAMDC	Total Payment	Remaining Held in Reserve *
STP100	1454.68	1696.45	3151.13	0

*All reserves have now been paid out in full.

Our Trade Division provided Alberta local governments and affiliated organizations with access to a wide variety of products at competitive prices, while also offering a streamlined and convenient system for invoicing and payment. Jubilee continues to provide Alberta local governments and affiliated organizations with an unparalleled program of comprehensive and cost-effective risk management services.

The success we continue to experience is largely due to the strength and commitment of our membership. At this time, we wish to express our sincere thanks for your support of the AAMDC Trade Division and Jubilee Insurance Agencies Ltd. With your ongoing support, we will continue to grow and adapt to changing local government and market circumstances while improving the services and benefits available to our members.

If you have any questions or concerns with respect to your payment, please do not hesitate to contact Julie Thibeault, Financial Analyst at 780-955-4099 (julie@aaamdc.com) or Susan Wolfe, Financial Analyst at 780-955-8405 (susan.wolfe@aaamdc.com).

Yours truly,

Gerald Rhodes CLGM, MBA, CAE
Executive Director

Duane Gladden, MBA
Director of Aggregated Business Services



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Issue Summary Report

8.9. St. Paul & District Hospital Foundation Fundraiser

#20160107009

Meeting : January 12, 2016

Meeting Date : 2016/01/12 10:00

Meeting Type : Council Meeting

Background

The St. Paul & District Hospital Foundation will be holding their annual fundraising event on March 5, 2016. This year they are raising funds for two Panda Warmers valued at \$36,000 each.

They are looking for support for their fundraiser by way of a donation for their live/silent auction and/or purchase a table of eight for \$480.

Since 2012 Council purchased a table of 8 or made a cash donation equal to the price of the table and donated a silent auction item for the Hospital Foundation Fundraiser.

Alternatives

Purchase at table of 8 for \$480 for the fundraiser.

Donate a silent auction item for the fundraiser.

Purchase tickets at \$60 per ticket for any Councillor who is available to attend the Gala and make a cash donation for the balance up to \$480 or make a cash donation to the fundraiser if there is no commitment to use the tickets.

Council purchase tickets on their own if they are interested in attending this fundraiser.

Recommendation

Administration is recommending that Council purchase a table of 8 for \$480 and provide a silent auction item for the St. Paul and District Hospital Foundation Gala on March 5, 2016.

Additional Information

Originated By : pcorbiere

St. Paul and District Hospital Foundation

4713 – 48 Avenue

St. Paul, AB T0A 3A3

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

January 5, 2016

I am pleased to announce our annual St. Paul and District Hospital Foundation Gala will be held on **Saturday, March 5, 2016**. This year's event will include a full course supper, silent and live auction, and comedian Tim Nutt.

Each year, our hospital is able to provide enhanced care for the St. Paul community and surrounding areas with a combined population of approximately 15,800 people. Last year, thanks to donations like yours, we were able to meet our goal and purchased two operating tables. This year, our goal is to raise funds for the following:

➤ **2 Panda Warmers –\$36,000 each**

A Panda Warmer is special equipment used in delivery rooms to care for and monitor the newborns in a “warmed” environment. The open design enables medical staff to provide oxygen or any treatments required immediately following birth.

The two main ways you can get involved are:

- 1) A donation towards the live/silent auction. This could be in the form of an item or cash donation. The cash donation could be used towards the purchase of an item for the event.
- 2) Attendance with you and your employees with the purchase of a table of eight for \$480 or individual tickets for \$60 each.

We are asking for your financial assistance towards helping purchase these items for the people in our area. With your donation, we would also recognize your business in our program at the evening gala. For further information, please contact myself, Linda Kryzanowski at 780-645-3882, or Michelle Blanchette at 780-645-3331.

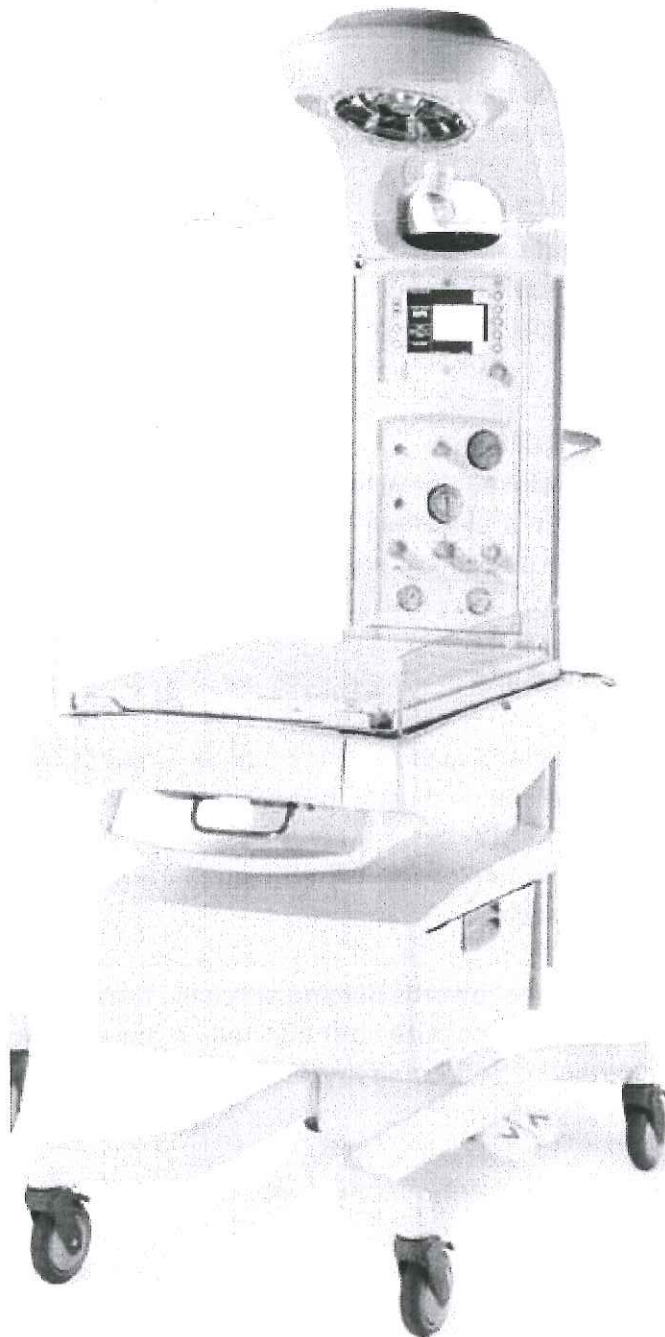
Thank you for considering supporting our event, together, we make our community stronger.

Sincerely,



Linda Kryzanowski
Chairperson
LK/lo

Panda Warmer





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

Issue Summary Report

8.10. Request to Cancel a Portion of 2014 Taxes on Roll 11030198 #20160107012

Meeting : January 12, 2016

Meeting Date : 2016/01/12 10:00

Meeting Type : Council Meeting

Background

The owner of Lot 7, Block 7, Plan 8023151 is requesting that Council cancel the portion of 2014 property taxes that were added to his account as a result of cabins that were assessed on his property. In 2014 two cabins were added to the assessment on Lot 7 however the cabins are actually on the property to the north (Lot 5).

The landowner did not pay his property taxes in 2014 and did not notice the increase in property taxes. In December 2015, he started the process to sell this property and he noticed that his taxes had almost doubled from 2013. He contacted Krystle Fedoretz in December and she informed him that the tax increase was due to the cabins that he built on his property. He informed Krystle that he didn't build any cabins. Krystle then contacted Accurate Assessment and after looking into it, they realized that they had made an error and the cabins were actually added to the wrong property, that they should have been added to the property to the north of Lot 7.

Linda Meger was able to adjust the 2015 property taxes as per section 305 of the M.G.A. which states that If it is discovered that there is an error, omission or misdescription in any of the information shown on the assessment roll, the assessor may correct the assessment for the **current year only**.

The landowner is now requesting that Council cancel the property taxes that were applied to his tax roll for the cabins for the 2014 taxation year in the amount of \$327.45.

Recommendation

Administration is recommending to cancel the 2014 property taxes on roll 11030198 in the amount of \$327.45, for the cabins which were incorrectly added to his tax roll.

Additional Information

Originated By : pcorbiere



County of St. Paul No. 19

Krystle Fedoretz

11715-132 Ave
Edmonton AB
T5E 1A6

December 7, 2015

Dear Mr. Snaychuk:

In regards to the two cabins that we have discussed earlier this year, the cabins have been removed from your tax roll and been placed on the correct tax roll. Because this was not caught until this year, the cabins appear on the assessment of your property from previous years.

The additional taxes from the previous year are currently present on your tax roll. We believe we have found a solution to the additional taxes that have been applied to your tax roll. It is very important that you contact us as soon as possible to further discuss the next steps. I can be reached directly at 1-780-656-6543. I look forward to hearing from you shortly regarding this matter.

Sincerely,

Krystle Fedoretz

Krystle Fedoretz
Development Authority
County of St. Paul No. 19

Appendix 1 for 8.10.: Letters

11715 - 132 Avenue
Edmonton, Alberta
T5E 1A6

January 6, 2016

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

Dear Sirs/Madam:

I would like to bring to your attention the matter of my taxes been overbilled Block 7 Lot 7 Plan 8023151 Title 812115862 Floatingstone Lake.

I am presently selling the property and the property is owing taxes on it. Part of the money from the sale is been held back which I agreed to pay taxes which the new owners lawyer will pay meanwhile a few years ago. The county tagged on extra tax on that property claiming I built 2 cabins? On the property which I did not (Please refer to the letter from Krystle Fedoretz Development Authority. I contacted Krystle Monday January 4, 2016 and explained that I was in the middle of a sale of Block 7 Lot 7 and asked when did the additional taxes go on my taxes. Krystle said that the additional tax for 2015 were taken off but the previous year or year(s) still remain. I can not remember whether it was just 2014 or 2014 and 2013 that remain, can you please speak with Krystle as she would know the exact year(s) of remaining additional tax on Block 7 Lot 7. Please I am asking for you to look into the matter and please reimburse me to when the additional tax was applied. Right now I still owe taxes on another property Block 7 Lot 8 which I am keeping which I will pay the taxes when the sale of Block 7 Lot 7 is finalized and the taxes are paid on Block 7 Lot 7. Currently I am disabled that is why I am selling Block 7 Lot 7. Please it will help me greatly to recover the reimbursement of the over tax and apply it to the owing tax of Block 7 Lot 8. Please also reference Linda Meger/Taxation and Assessment Technician St. Paul County as she is aware of the situation.

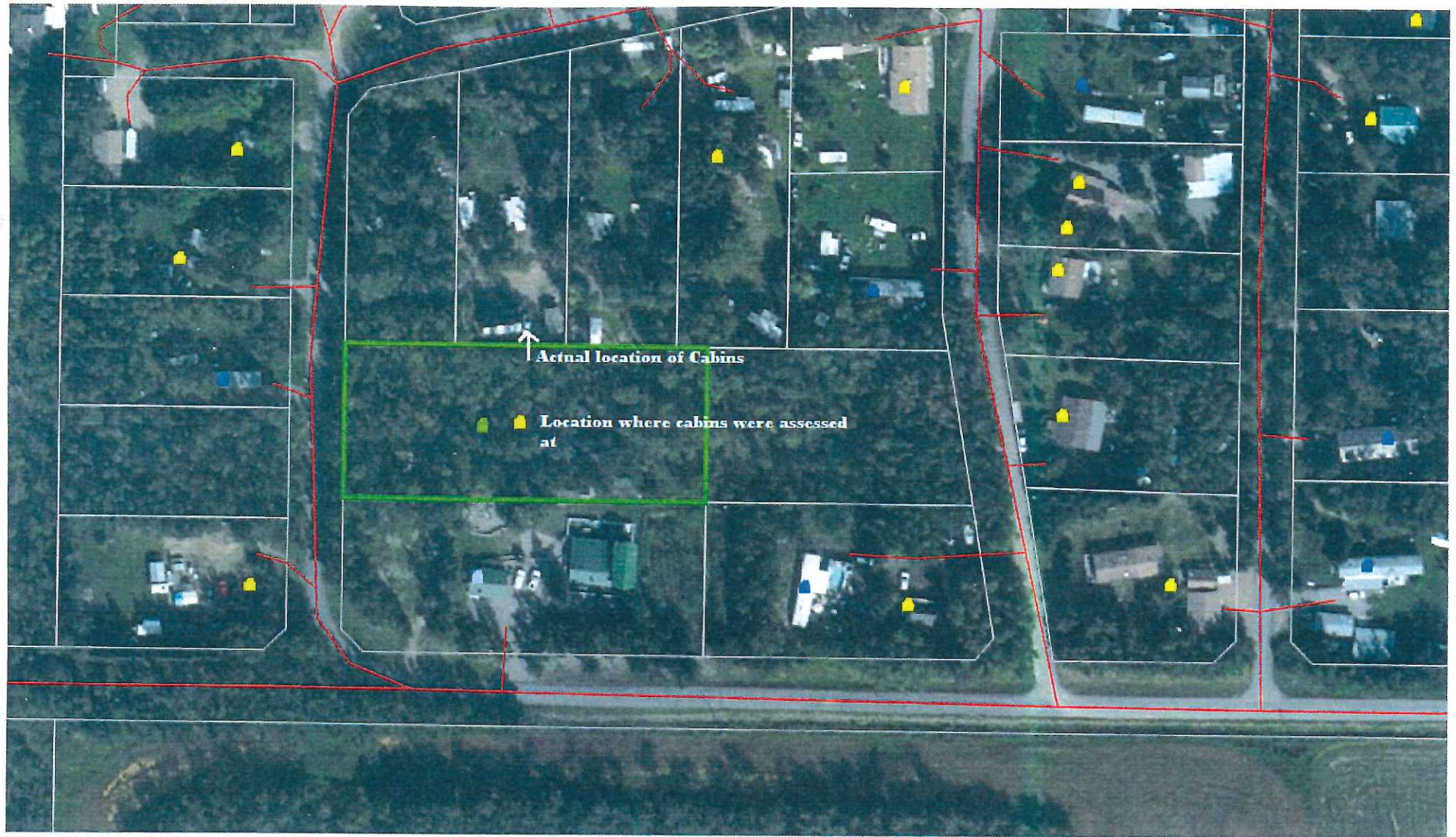
Appendix 1 for 8.10.: Letters

- 2 -

Please any help you could provide in this matter would be appreciated.

P.S. the two ladies mentioned have been courteous and very helpful. It was suggested to me to make my case to you.

Thank you.





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

Issue Summary Report

8.11. Bylaw No. 2016-02 - Amend LUB - Rezone PNE 12-58-9-W4

#20160106008

Meeting : January 12, 2016

Meeting Date : 2016/01/12 10:00

Meeting Type : Council Meeting

Background

Bylaw No. 2016-02 is being presented to Council to amend Land Use Bylaw No. 2013-50 as it relates to rezoning 10 acres in NE 12-58-9-W4 from Agricultural to Industrial Commercial.

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

Administration is recommending to give first reading to Bylaw No. 2016-02, as it relates to rezoning 10 acres in NE 12-58-9-W4 from Agricultural to Industrial Commercial (IC).

Additional Information

Originated By : pcorbiere

COUNTY OF ST. PAUL REZONING APPLICATION

Name of Applicant: Tricia Forysth (Explore Surveys Inc.) (X118615) Email: tricia@exploresurveys.com

Mailing Address: Box 1987, 5133-50 Ave, St. Paul, AB, T0A 3A0

Telephone (Home): 780-221-6880 (Business): 780-645-3399 (Fax): 780-800-1927

Registered Owner (if not applicant): Anthony Noel and Sandra Noel

Mailing Address: 4117 50 Ave, St Paul, AB, T0A 3A2

Telephone (Home): 780-614-7805 (Business): _____ (Fax): _____

1. LEGAL DESCRIPTION OF LAND TO BE REZONED:

- a) All / part of the NE $\frac{1}{4}$ 12 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 10.00 acres 4.05 (hectares)

2. ZONING INFORMATION:

- a) Current Zoning as per the Land Use Bylaw 2013-50: Agricultural District (A)
- b) Desired Zoning as per the Land Use Bylaw 2013-50: Industrial/ Commercial (IC)
- c) Proposed use as per the Land Use Bylaw 2013-50: ~~Industrial/ Commercial (IC)~~ Commercial Service Centre
- d) Is the proposed use a permitted or discretionary use: ~~Discretionary - Dealership~~ 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:

PLEASE SEE REZONING PLAN ATTACHED

3. LOCATION OF LAND TO BE REZONED:

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

If "yes", the adjoining municipality is _____

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

If "yes" the highway is No. Highway 29 (Plan 4935 LZ) Highway 29

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 x

If "yes", state its name _____

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

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

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

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

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

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

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

4. PHYSICAL CHARACTERISTICS OF LAND TO BE SUBDIVIDED:

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

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

There are no water on parcel of land. Vegetation is cultivated land.

5. WATER SERVICES:

a) Existing Source of Water: No existing water source. Will put in water well to regulations.

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

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

6. SEWER SERVICES:

a) Existing sewage disposal: No existing sewage disposal system

b) Proposed sewage disposal: Septic Tank and Field will be put in the regulations.

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 8.11.: Rezoning Application

REGISTERED OWNER OR PERSON ACTING ON BEHALF:

I, Tricia Forsyth (Explore Surveys Inc.) 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.

TForsyth

Agent Signature

DECEMBER 18, 2015

Date

Owner Signature

Date

Owner Signature

Date

PAGE 1 OF 2

REZONING PLAN

SHOWING PROPOSED SUBDIVISION WITHIN

N.E. 1/4 Sec. 12 Twp. 58 Rge. 9 W. 4M.

COUNTY OF ST. PAUL NO. 19

S.E. 1/4 SEC. 13-58-9 W. 4M.

**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

SCALE 1:5,000

REV. NO.	DESCRIPTION	DATE
0	PLAN ISSUED	DEC. 11, 2015

Job X118615

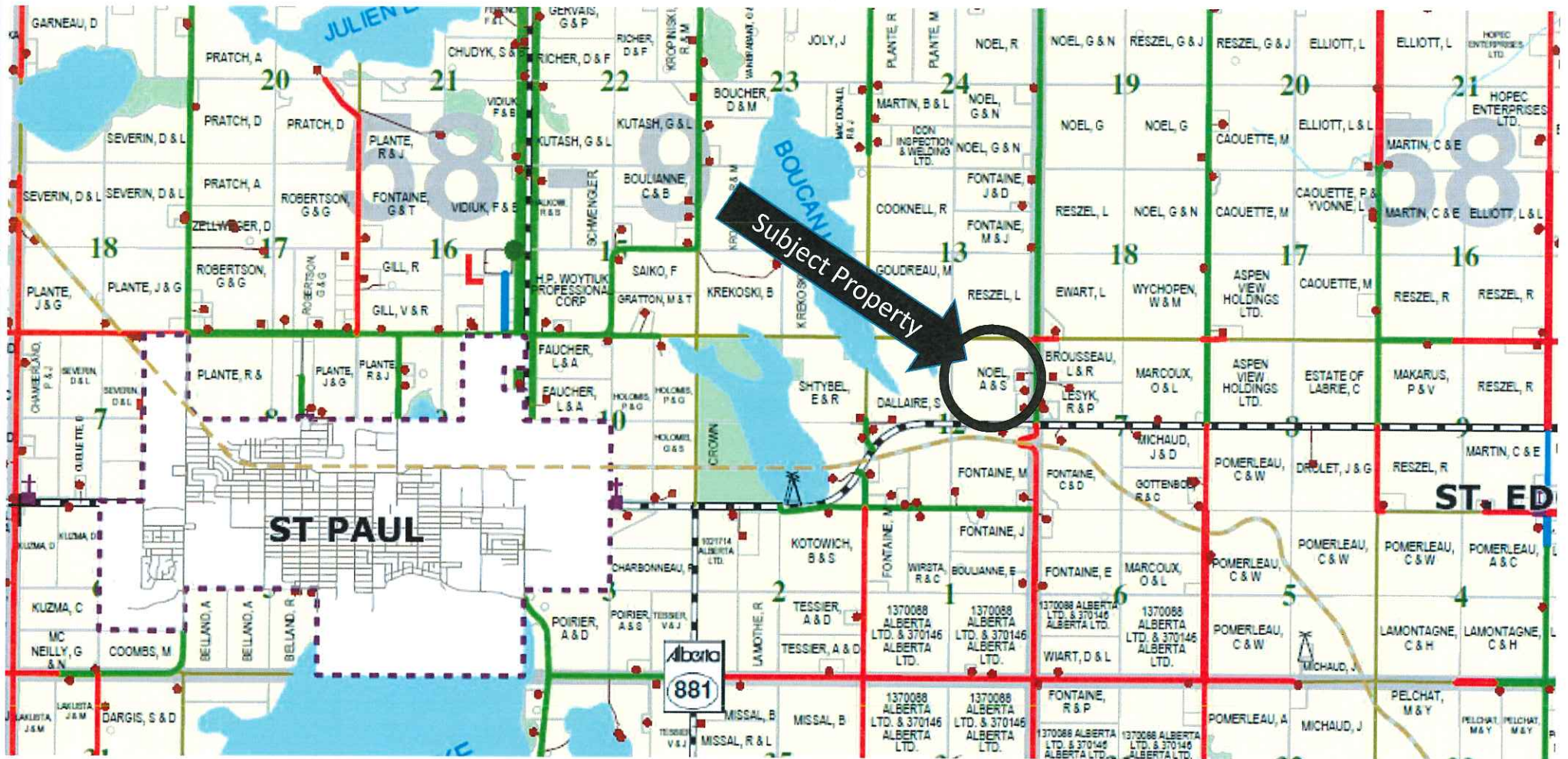
Rev. 0

SURVEYED BY: --

CALC'D BY: J.O.

DRAWN BY: J.O.

General Location Map



COUNTY OF ST. PAUL NO. 19

BY-LAW NO. 2016-02

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 (IC)

FOR: 10 acres in NE 12-58-9-W4



Read a first time in Council this 12th day of January, A.D. 2016.

Advertised the day of , A.D. 2016, and the day of , A.D. 2016 in the St. Paul Journal and Elk Point Review.

Read a second time in Council this day of , A.D. 2016.

Read a third time and duly passed in Council this day of , A.D. 2016.

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

8.12. Bylaw No. 2016-03 - Licence Road Allowance

#20160107013

Meeting : January 12, 2016

Meeting Date : 2016/01/12 10:00

Meeting Type : Council Meeting

Background

David Thomson is applying for a licence agreement for the undeveloped road allowance located between NE 22-57-10-W4 and NW 23-57-10-W4 for agricultural purposes. The adjacent landowner signed the consent on the application form. David Thomson rents his land to Ron Jean who would like to brush part of the road allowance so he can cultivate and farm it. He is already farming part of the road allowance

The attached picture shows bales placed on the road allowance. Administration is recommending that the bales be removed as a condition of the licence agreement. Also, does Council want to give him permission to remove the trees - this would also be written into the licence agreement.

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

Administration is recommending to give first reading to Bylaw No. 2016-03, Licence Agreement for road allowance located between NE 22-57-10-W4 and NW 23-57-10-W4, on the condition that the bales are removed from the road allowance and with a clause permitting him to remove the trees from the road allowance so he can farm it.

Additional Information

Originated By : pcorbiere

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

I/We 987453 ABLtd David L. Thomson am (are) applying to obtain a license to
Full name(s) of applicant(s)

occupy the undeveloped road allowance situated NE 22-57-10-4 and NW 23-57-10-4
provide legal location

for the sole purpose of Agriculture
Describe in detail the intended use

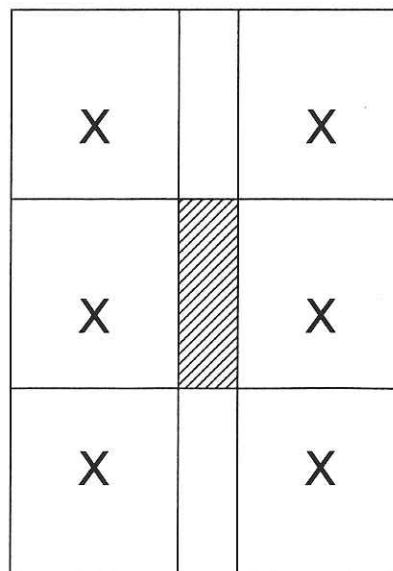
Ron Jean the renter intends on brushing part of
the road allowance, so he can cultivate and farm a
portion - D.B

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

To remove the tree's an farm up to the the
road allowance
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.



Appendix 1 for 8.12.: Application Form

CONSENT:

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

Owner of NE 22 57 10 W4 have no objection to David Thomson
Provide legal location Name of applicant(s)

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

Clement Jean Dec. 3 /15
Signed Date
Monica Jean Dec 3 /15
Witness Date

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

CONSENT:

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

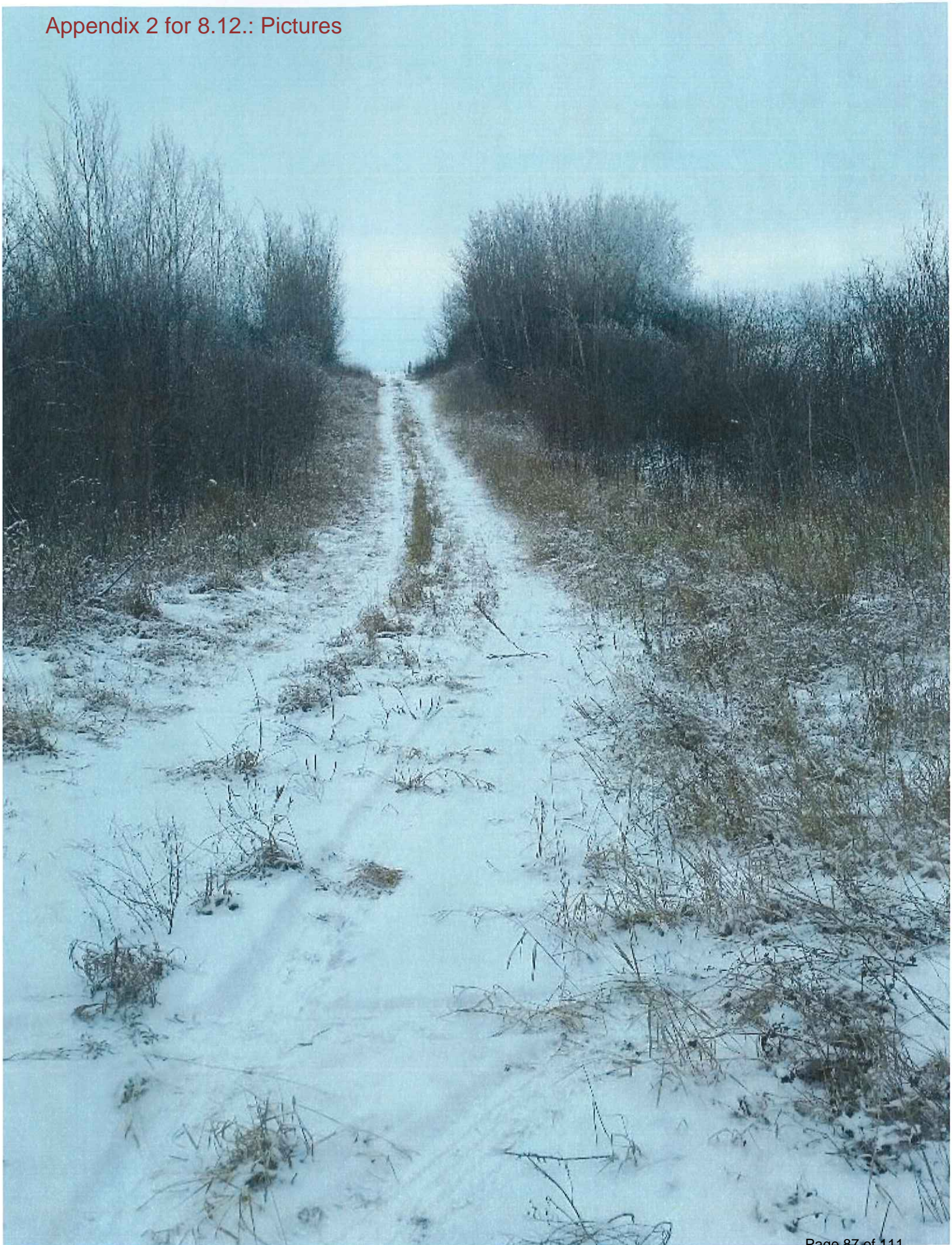
Owner of _____ have no objection to _____
Provide legal location Name of applicant(s)

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

Signed Date

Witness Date







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

Issue Summary Report

8.13. County Credit Card

#20160107001

Meeting : January 12, 2016

Meeting Date : 2016/01/12 10:00

Meeting Type : Council Meeting

Background

Rob Duffy has requested a county credit card to book training courses, to pay for instructors, to order materials/supplies, and to book hotels and conferences.

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

Recommendation

Administration is recommending to approve Rob Duffy for a County Credit card for the 2016 calendar year, as per policy ADM-77.

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

8.14. Bylaw No. 2016-04 - Borrowing Bylaw - Master Card Account #20160108001

Meeting : January 12, 2016

Meeting Date : 2016/01/12 10:00

Meeting Type : Council Meeting

Background

Bylaw No. 2016-04, Borrowing Bylaw, is being presented to Council to authorize borrowings of up to Thirty Thousand Dollars (\$30,000) from the Servus Credit Union to finance the Master Card Account for the financial year commencing January, 2016.

In December, Council approved the borrowing Bylaw for the Master Card for \$20,000 however we are looking to increase the limit to \$30,000 to accommodate the additional card for Rob Duffy and to increase Janice and Phyllis' limits as they are short during certain times of the year.

Recommendation

Motion to give first reading to Bylaw No. 2016-04, Master Card Borrowing Bylaw.

Motion to give second reading to Bylaw No. 2016-04.

Motion to present Bylaw No. 2016-04 at this meeting for third and final reading.

Motion to give third and final reading to Bylaw No. 2016-04.

Additional Information

Originated By : pcorbiere

**BORROWING BYLAW
MUNICIPAL - CURRENT EXPENDITURES**

MASTER CARD ACCOUNT

BYLAW NO. 2016-04

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

WHEREAS the Council of the County of St. Paul No. 19 (hereafter called the "Corporation") in the Province of Alberta considers it necessary to borrow certain sums of money from time to time to meet current expenditures for the County of St. Paul Master Card Account for its financial year commencing **January 1, 2016**.

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

1. The Corporation do borrow from Servus Credit Union Ltd., (hereafter called "Servus Credit Union") sums of money from time to time in the said financial year as required to meet current expenditures of the Corporation in the said financial year, provided that the total principal amount owed to Servus Credit Union at any one time hereunder shall not exceed the sum of **THIRTY THOUSAND DOLLARS (\$30,000.00)**.

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

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

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

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

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

3. Notwithstanding the foregoing, the Mayor (or Reeve) and Treasurer shall apply such part of the foregoing sum authorized to be borrowed in repayment of previous borrowings of the Corporation such that all amounts borrowed and outstanding by the Corporation at any one time to Servus Credit Union and to all other persons, firms and corporations shall not exceed the amount of the taxes levied or estimated to be levied by the Corporation for the said financial year.
4. All sums borrowed as aforesaid or so much thereof as from time to time remain unpaid shall bear interest at a rate as prescribed by Master Card and such interest shall be calculated and due and payable monthly.
5. All sums authorized to be borrowed hereunder, including interest, shall be due and payable in full no later than December 31st of the said financial year, unless hereafter extended by authority of the Council of the Corporation.
6. As security for payment of money borrowed hereunder, the Corporation hereby charges to and in favor of Servus Credit Union the whole of the taxes levied or to be levied by the Corporation, requisitions made or to be made by the Corporation and all other money due or accruing due to the Corporation, and the Mayor or Reeve and Treasurer of the Corporation are hereby authorized on behalf and in the name of the Corporation to execute and deliver to Servus Credit Union such security documents as Servus Credit Union may require in relation to the foregoing charge. The said charge shall be collateral to the obligation of the Corporation to repay with interest all sums borrowed from Servus Credit Union and Servus Credit Union shall not be bound to recover any such taxes, requisitions or other monies before being entitled to payment from the Corporation.
7. In the event the Council of the Corporation decides to extend the said sum and Servus Credit Union is prepared to extend the said loan, any renewal or extended bill, debenture, promissory note or other obligation executed by the officers designated in paragraph 2 hereof and delivered to Servus Credit Union shall be valid and conclusive proof as against the Corporation of the decision to extend the loan in accordance with the terms of such renewal or extension bill, debenture, promissory note or other obligation, and Servus Credit Union shall not be bound to inquire into the authority of such officers to execute and delivery any such renewal or extension document.
8. Bylaw No. 2015-33 is hereby repealed
9. This Bylaw comes into force on the final passing thereof.

Page 3

CERTIFICATE

WE HEREBY CERTIFY that the foregoing Bylaw was duly passed and enacted by the Council of the Corporation therein mentioned at a duly and regularly constituted meeting thereof held on the **12th DAY OF JANUARY, 2016** at which a quorum was present, as entered in the minutes of the said Council, and the said Bylaw is in full force and effect.

WITNESS our hands and the seal of the Corporation this 12th day of January, 2016.

Read a first time in Council this 18th day of January, A.D. 2016.

Read a second time in Council this 18th day of January, A.D. 2016.

Read a third time in Council this 18th day of January, A.D. 2016 and duly passed this 18th day of January, A.D. 2016.

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

8.15. Lease Agreement with Riverland Recreation Trail

#20160106010

Meeting : January 12, 2016

Meeting Date : 2016/01/12 10:00

Meeting Type : Council Meeting

Background

The 10 year lease agreement with Riverland Recreation Trail for 12.14 acres for the Station Grounds located in Section 27-59-11-W4 (Ashmont) expired in June, 2015. Riverland would like to renew the lease for another 10 years.

The lease agreement is attached. The leased area is outlined in green.

Recommendation

Administration is recommending to approve the lease agreement with Riverland Recreation Trail Society for 10 years commencing January 1, 2016.

Additional Information

Originated By : pcorbiere

THIS INDENTURE made in duplicate this ____ day of December A.D., 2016.

Between:

THE COUNTY OF ST. PAUL NO. 19

St. Paul, Alberta
(hereinafter called the "Lessor")

- and -

RIVERLAND RECREATION TRAIL

**C/O MARVIN BJORNSTAD
BOX 587, ELK POINT, ALBERTA T0A 1A0**

(hereinafter called the "Lessee")

THE LESSOR, pursuant to, by virtue of, and subject to the provision of the Municipal Government Act, being Chapter M-26, of the Revised Statutes of Alberta, 2000, and amendments thereto, HEREBY LEASES to the Lessee the following lands, namely:

**STATION GROUNDS LOCATED IN
Section 27-59-11-W4th**

containing **12.14** acres, more or less, reserving unto her Majesty, all mines and minerals (the "Lands"), for a period of **ten years**, commencing the first day of January, 2016, and expiring on the thirty-first day of **December 2025** at a yearly rental fee of **no charge (\$0)**.

THE LESSEE covenants and agrees with the Lessor as follows:

1. That the Lessee will not without written consent or approval of the Lessor assign or sublease any part of the Lands or premises.
2. That the Lessee agrees to utilize the Lands for agricultural purposes only:
____ Grazing Lease; ____ Cultivation Lease; X Other (Specify)
3. That this Lease is granted subject to the cancellation of the Lease by the Lessor at any time during the term hereby granted, provided:
 - a) that all compensation and payment paid by an oil or gas or exploration or utility company whatever, or similar company, for compensation or payment of or for right of way rights, usage rights, easement rights, damage claims, damages in lieu of crop damage or any other or other similar compensation for payment for claim whatever small belong to the Lessor absolutely without recourse or indemnity by the Lessor to the Lessee herein. The Lessor further reserves the right to reduce the number of acres being rented herein to accommodate or complete any agreements with any of the said companies for the above purposes without reduction of the rental herein.

- b) that the Lessee will indemnify and save harmless the Lessor from and against all actions and claims for damage arising from use of the Lands under this Lease and from any improvements made by him on the Lands.
 - c) shall maintain the Lands in good condition and repair and shall be responsible to control weeds on and control excessive dust from the Lands.
 - d) shall at all times during the continuance of the Term hereby demised, keep, and at the expiry or termination thereof, yield the Lands, in a good and clean condition.
 - e) shall use the Lands for the permitted use and for no other use whatsoever.
4. The Lessee shall have the right from time to time at its own expense to make such changes, additions and improvements (including brushing) to the Lands as the Lessee may think necessary, subject to the following conditions:
- a) The Lessee shall submit to the Lessor a plan for any permanent changes to the landscape or grade of the land.
 - b) The Lessee will not erect any improvements on the Section 27-59-11-W4th(12.14 Acres) portion of land. If the Lessee wishes to use this parcel to erect any improvements, they may make a request to the County in writing.
5. The Lessee shall have the right to post the Lands to prohibit trespassing.
6. The Lessee shall, at its own expense, provide and maintain in force during the Term hereof comprehensive general public liability insurance (the "Liability Insurance") covering personal and bodily injury, death, and property damage on an occurrence basis with respect to the activities of the Lessee or its employees, invitees, or patrons carried on, in or from the Lands of not less than \$2 MILLION (\$2,000,000.00) or for such greater amount as the Lessor may reasonably require. The Lessee shall, within thirty (30) days of the date of such request, provide to the Lessor a certified copy of the required insurance policy.
7. The Liability Insurance shall:
- a) name the Lessor as an insured;
 - b) be in a form satisfactory to the Lessor; and
 - c) waive any right to make claims against the Lessor to recover any amounts paid by the insurer.
8. The Lessee shall immediately advise the Lessor, and promptly thereafter by written notice confirm such advice to the Lessor, of any accident to or defect of or any damage or injury which has occurred to or on the Lands, or any part thereof, or howsoever caused, provided that nothing herein shall be construed so as to require repairs to be made to the Lands by the Lessor, except as expressly provided in this Lease.

9. The Lessor covenants and agrees with the Lessee as follows:
- a) The Lessee, so long as not in default under this Lease, shall have quiet enjoyment of the said Lands and premises; and
 - b) The Lessee may, if not in default hereunder, remove all improvements made or placed on the Lands at any time within the expiry, sale or cancellation of the lease as aforesaid. The Lessee shall in such removal do no damage to the Lands or shall promptly make good any damage which may be caused by the removal and restore them to their condition prior to such removal.
10. This Lease may be terminated in the following manner:
- a) In writing upon mutual agreement of the parties;
 - b) By the Lessee upon giving notice to the Lessor, which may be waived, in whole or in part;
 - c) By the Lessor upon giving notice to the Lessee; or
 - d) Immediately by the Lessor, in its sole discretion, without notice and without limiting any of its other rights and remedies if the Lessee at any time fails to comply with the terms, conditions or provisions of this Agreement.
11. This Lease and all the covenants herein contained shall enure to the benefit of and be binding upon the parties thereto, their heirs, executors, administrators, and assigns, respectively.
12. The Lessee hereby confirms that it has had the opportunity to obtain independent legal advice with respect to the terms of this Lease and confirms that this Lease has been executed freely, voluntarily, without duress, and with the full understanding of its contents and its final binding effect.
13. The Lessee does hereby accept this Lease of the Lands, to be held by him as tenant and subject to the conditions, restrictions and covenants implied and set forth above.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands and affixed their seals the day and year thereon first above written.

SIGNED, SEALED AND DELIVERED

COUNTY OF ST. PAUL NO. 19

in the presence of:

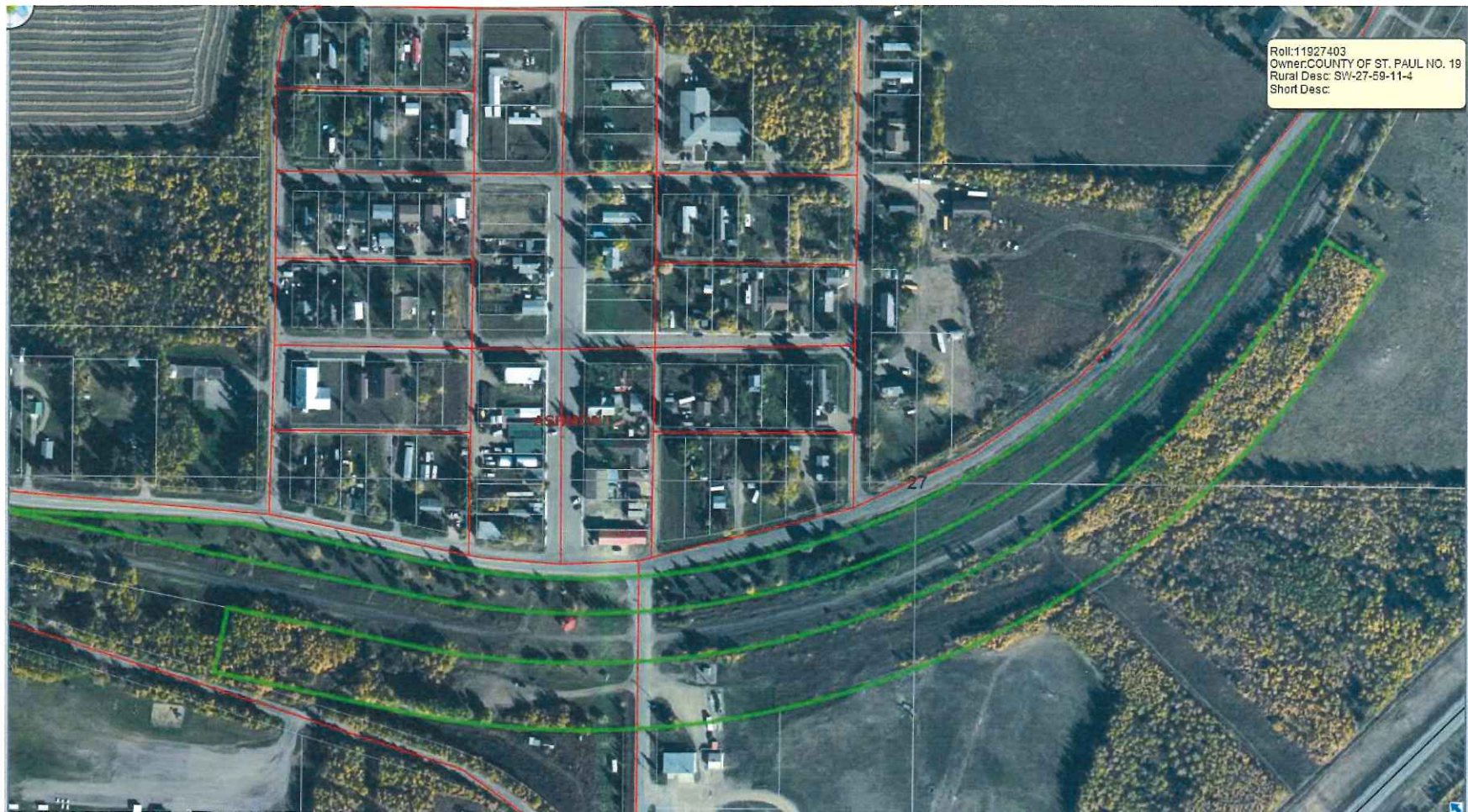
Reeve

County Chief Administrative Officer

Witness

Lessee

Appendix 2 for 8.15.: Map





County of St Paul No 19
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Issue Summary Report

8.16. Amend 2016 Road Construction Schedule

#20160107014

Meeting : January 12, 2016

Meeting Date : 2016/01/12 10:00

Meeting Type : Council Meeting

Background

Township Road 554, South of 28-55-6-W4 was approved for brushing only for the 2016 construction season. Administration would like to amend the construction schedule to brush and build it in 2016 due to the new power line for Enbridge going through this fall.

Leo deMoissac will speak to this proposed amendment.

Recommendation

Administration is recommending to approve the amendment for the 2016 road construction season to include building 1 mile of Township Road 554, south of 28-55-6-W4

Additional Information

Originated By : pcorbiere



Issue Summary Report

8.17. Alberta Community Partnership Grants

#20160108004

Meeting : January 12, 2016

Meeting Date : 2016/01/12 10:00

Meeting Type : Council Meeting

Background

The ACP Grants were announced on December 18, 2015 with a February 5, 2016 deadline. Council has previously passed resolutions to proceed with ACP applications to enhance radio communications and infrastructure and to establish a regional occupational health and safety program with the Town of St. Paul, Town of Elk Point, and Summer Village of Horseshoe Bay.

Administration with the County and Town of Elk Point have been in discussions regarding two other potential ACP Grant applications over the last several months including:

- The construction of a salt shed facility located at the Elk Point Transfer Station
- The construction of a bulk water truck fill station located at the Elk Point Water Treatment Plant and Reservoir.

Administration with the County and the Town of St. Paul have been in discussions regarding one other potential ACP Grant application over the last several months:

- The resurfacing of a track surface for track and field athletics at the Regional High School in the Town of St. Paul

Criteria for the grant program has changed with points awarded for different areas. One of the significant changes was points awarded for municipal financial contributions. You get the most points if the municipalities fund 50% of the project. Consequently, we are writing up the grant applications to show 50% of the contribution so that we can best present our case for grant award. This changes the monies required for each municipality from what we previously thought:

Enhanced Regional Radio Communication (Radio upgrade) - \$350,000 (still waiting for final numbers)

Municipality	Current Budget	Proposed Budget	Net Increase
County of St. Paul 44%	55,000	77,000	22,000
Town of St. Paul 43%	53,750	75,250	21,500
Town of Elk Point 12%	15,000	21,000	6,000
SV of Horseshoe Bay 1%	1,250	1,750	500

Regional OH&S - \$156,000 (does not include any clerical assistance)

Municipality	Current Budget	Proposed Budget	Net Increase
County of St. Paul 44%	11,000	34,320	23,320
Town of St. Paul 43%	10,750	33,540	22,790
Town of Elk Point 12%	3,000	9,360	6,360
SV of Horseshoe Bay 1%	250	780	530

Salt Shed - Elk Point \$300,000

Municipality	Current Budget	Proposed Budget	Net Increase
County of St. Paul 50%		75,000	
Town of Elk Point 50%		75,000	

Bulk Water Station - Elk Point - \$561,262

Municipality	Current Budget	Proposed Budget	Net Increase
County of St. Paul 50%		140,316	
Town of Elk Point 50%		140,316	

St. Paul Regional High School Running Track - \$130,000 (either request funding for remaining 62% or additional partners or grants for balance to get 50% funding - ie CIP, ARMA, Co-op Grant, NEAT, SPAA, Other)

Municipality	Current Budget	Proposed Budget	Net Increase
County of St. Paul		20,000	
Town of St. Paul		20,000	
SPERD		10,000	

Finally the new criteria has points for projects being on individual municipality's strategic plans. There are full points for the same items to be included on a Regional Strategic Plan. Administration is proposing the development of a Regional Strategic Plan to include these projects as well as other Regional and joint initiatives that could be included on the plan. We would like to work on this plan over the next week and have the municipalities consider before the end of the month or in early February.

Recommendation

- Motion that the County of St. Paul partner with the Town of Elk Point on an Alberta Community Partnership Grant application for the purposes of constructing a salt shed storage facility with the County submitting the application as the managing partner.
- Motion that the County of St. Paul partner with the Town of Elk Point on an Alberta Community Partnership Grant application for the purposes of constructing a bulk water truck fill facility with the Town of Elk Point submitting the application as the managing partner.
- Motion that the County of St. Paul partner with the Town of St. Paul on an Alberta Community Partnership Grant for the purposes of resurfacing a track for track and field athletics with the Town of St. Paul submitting the application as the managing partner.
- Council to consider a Motion to temporarily fund the additional requirement for the Enhanced Regional Radio Communication and Regional OHS projects for the Town of Elk Point in the amount of \$12,360.
- Motion to approve the development of a Regional Strategic Plan that encompasses the projects for applications to the ACP programs as well as other identified regional priorities.

Additional Information

Originated By : skitz



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Issue Summary Report

8.18. Co-op Community Spaces Grant Program

#20160108003

Meeting : January 12, 2016

Meeting Date : 2016/01/12 10:00

Meeting Type : Council Meeting

Background

The Co-op Community Spaces Grant Program will be open from January 18th to February 12th, 2016. The Program was developed to help protect, beautify, and improve spaces across Western Canada. Applicants are eligible to apply for funding in the range of \$25,000 to \$100,000.

In 2015, the County submitted an application for two new baseball diamonds at the Westcove Municipal Recreation Area and was unsuccessful.

Discussions with the Co-Op have indicated that a joint project would strengthen our application. The Town of St. Paul has expressed interest in applying for a project jointly.

Recommendation

Motion to refer exploration and selection of a joint project to the St. Paul Recreation Board and to submit an application for the Co-Op Community Spaces Grant Program.

Additional Information

Originated By : kattanasio

10. Reports

10.1. CAO REPORT



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www.county.stpaul.ab.ca

Issue Summary Report

10.1. CAO Report

#20160105001

Meeting : January 12, 2016

Meeting Date : 2016/01/12 10:00

Meeting Type : Council Meeting

Additional Information

Originated By : skitz

11. Upcoming Meetings

- 11.1. ASB CONFERENCE - JAN. 18-21
- 11.2. PUBLIC WORKS - JAN. 26 @ 10:00 A.M.
- 11.3. ASB - JAN. 26 @ 1:00 P.M.
- 11.4. ZONE MEETING IN FLAT LAKE - JAN. 29 @ 9:45 A.M.



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

11.1. ASB Conference - Jan. 18-21

#20160106004

Meeting : January 12, 2016

Meeting Date : 2016/01/12 10:00

Meeting Type : Council Meeting

Additional Information

Originated By : pcorbiere



County of St Paul No 19
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Issue Summary Report

11.2. Public Works - Jan. 26 @ 10:00 a.m.

#20160106001

Meeting : January 12, 2016

Meeting Date : 2016/01/12 10:00

Meeting Type : Council Meeting

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

11.3. ASB - Jan. 26 @ 1:00 p.m.

#20160106002

Meeting : January 12, 2016

Meeting Date : 2016/01/12 10:00

Meeting Type : Council Meeting

Additional Information

Originated By : pcorbiere



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Issue Summary Report

11.4. Zone Meeting in Flat Lake - Jan. 29 @ 9:45 a.m.

#20160106003

Meeting : January 12, 2016

Meeting Date : 2016/01/12 10:00

Meeting Type : Council Meeting

Additional Information

Originated By : pcorbiere

12. Financial

- 12.1. BUDGET TO ACTUAL
- 12.2. LISTING OF ACCOUNTS PAYABLE



County of St Paul No 19
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Issue Summary Report

12.1. Budget to Actual

#20160105002

Meeting : January 12, 2016

Meeting Date : 2016/01/12 10:00

Meeting Type : Council Meeting

Recommendation

Motion to approve the budget to actual as of , 2016.

Additional Information

Originated By : skitz



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Issue Summary Report

12.2. Listing of Accounts Payable

#20160105004

Meeting : January 12, 2016

Meeting Date : 2016/01/12 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