



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

February 14, 2017

Tuesday, February 14, 2017

Start time 10:00 AM

AGENDA

1. **Call to Order**
2. **Minutes**
3. **Bank Reconciliation**
4. **In Camera**
 - 4.1. **In Camera**
5. **Business Arising from Minutes**
 - 5.1. **Bylaw No. 2017-01 - Licence Road Allowance between NW 13-56-5-4 and NE 14-56-5-4**
 - 5.2. **Safety Codes Contract**
 - 5.3. **Amendment to Land Use Bylaw**
6. **Delegation**
 - 6.1. **11:00 a.m. - Public Hearing - Bylaw No. 2016-24 - Amend LUB - Rezone PSE 27-59-10-W4**
 - 6.2. **11:15 a.m. - Public Hearing - Bylaw No. 2016-25 - Amend LUB - Rezone PSW 2-58-11-W4**
 - 6.3. **1:00 p.m. - Carmen Gouin**
 - 6.4. **1:30 p.m. - St. Paul Regional Lions Quarterback Club**
7. **New Business**
 - 7.1. **Alberta Recreation & Parks Association Conference - March 8-11**
 - 7.2. **2017 ASCHA Convention & Tradeshow - March 22-24**
 - 7.3. **Aquatic Invasive Species Workshop - April 12th, 2017**
 - 7.4. **Municipal Fundamentals - May 3-5**
 - 7.5. **GFOA - Long Term Financial Planning Workshops - May 10-12**
 - 7.6. **2017 FCM Conference - June 1-4**
 - 7.7. **St. Paul & District Hospital Foundation Fundraiser**
 - 7.8. **Request for Donation - Elk Point Theatre Project**
 - 7.9. **AG Ross Arena - Request for Funding**

- 7.10. **Request for Funding - 65+ Senior Mixed Curling Team**
- 7.11. **Village of Glendon - 10th Annual Pyrogy Bonspiel**
- 7.12. **Bylaw No. 2017-03 - Amend LUB - Rezone PSE 16-58-9-W4**
- 7.13. **Explore Survey - Request for Extension on Subdivision File**
- 7.14. **Bylaw No. 2017-02 - Borrowing Bylaw - Bring Water to the Hamlet of Mallaig**
- 7.15. **FCM Appointment as AAMDC Zone 5 Representative**
- 7.16. **2016 Strategic Plan - 4th Quarter**
- 7.17. **St. Paul Airport Strategic Business Plan**
- 7.18. **Elk Point Airport Capital Development and Business Plan**
- 7.19. **AAMD&C Board Governance Review**
- 7.20. **Request to Waive Property Tax Increase**
- 7.21. **Lac La Biche County Request for Support to Lobby Provincial Government- Re Sport Fishing**
- 7.22. **Additions to Agenda and Acceptance of Agenda**
- 7.23. **- Rural Innovation Forum - March 9 & 10**

Summary:

Motion for Reeve Upham to attend. He will speak to this item.

- 7.24. **- Local to Global Eastern Alberta Trade Corridor - March 2**

Summary:

Motion to approve Reeve Upham to attend.

- 7.25. **- Library Board Conference - April 27-30**

Summary:

Motion for Councillor Fodness to attend the Library Board Conference.

- 7.26. **- Request to purchase Lot 7, Block 3, Plan 8021504**

7.27. -

7.28. -

7.29. -

7.30. -

8. Correspondence

9. Reports

- 9.1. **CAO Report**

10. Upcoming Meetings

- 10.1. **Feb. 16 @ 8:30 a.m. - Brownlee Law Seminar**
- 10.2. **Feb. 17 @ 8:30 a.m. - Reynolds Mirth Law Seminar**
- 10.3. **Feb. 28 @ 10:00 a.m. - Public Works**

11. Financial

11.1. **Budget to Actual**

11.2. **Council Fees**

11.3. **Listing of Accounts Payable**

12. **Adjournment**

4. In Camera

4.1. IN CAMERA



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5015 ~ 49 Avenue, St. Paul, AB T0A 3A4
www.county.stpaul.ab.ca

Issue Summary Report

4.1. In Camera

#20170208009

Meeting : February 14, 2017

Meeting Date : 2017/02/14 10:00

Meeting Type : Council Meeting

Background

In Camera item to be presented at the Meeting.

Recommendation

Motion to go in camera as per section 27 and 29 of the FOIP Act.

Additional Information

Originated By : pcorbiere

5. Business Arising from Minutes

- 5.1. BYLAW NO. 2017-01 - LICENCE ROAD ALLOWANCE
BETWEEN NW 13-56-5-4 AND NE 14-56-5-4
- 5.2. SAFETY CODES CONTRACT
- 5.3. AMENDMENT TO LAND USE BYLAW



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Issue Summary Report

5.1. Bylaw No. 2017-01 - Licence Road Allowance between NW 13-56-5-4 and NE 14-56-5-4

#20170206002

Meeting : February 14, 2017

Meeting Date : 2017/02/14 10:00

Meeting Type : Council Meeting

Background

At the January meeting, Council gave first reading to Bylaw No. 2017-01 which is a Bylaw to license the undeveloped road allowance located between NW 13-56-5-W4 and NE 14-56-5-W4.

The Bylaw was advertised in the Elk Point Review the week of January 17, 2017. Any person claiming to be affected by the Licence Agreement could appeal in writing within 14 days of the advertisement. We have not received any feedback.

Recommendation

Motion to give second reading to Bylaw No. 2017-01, Licence Agreement for road allowance located between NW 13-56-5-W4 and NE 14-56-5-W4.

Motion to give third reading to Bylaw No. 2017-01.

Additional Information

Originated By : pcorbiere

COUNTY OF ST. PAUL NO. 19

BY-LAW NO. 2017-01

A By-law of the County of St. Paul No. 19, in the Province of Alberta, to provide for a Licence Agreement respecting a portion of a road allowance located between the NW 13-56-5-W4 and NE 14-56-5-W4.

WHEREAS, by virtue of the power conferred on it, the Council of the County of St. Paul No. 19, in the Province of Alberta, duly assembled, enacts as follows:

1. The Licence Agreement attached hereto as Schedule “A” is adopted.
2. This Bylaw shall come into force and effect upon execution of the Licence Agreement attached as Schedule “A” by the duly appointed officers of the County of St. Paul No. 19.
3. Bylaw No. 2014-19 is hereby rescinded.

Read a first time in Council this 10th day of January, A.D. 2017.

Advertised the 17th day of January, A.D. 2017 in the Elk Point Review.

Read a second time in Council this 14th day of February, A.D. 2017.

Read a third time in Council this 14th day of February, A.D. 2017.

Reeve

Chief Administrative Officer

UNDEVELOPED ROAD RIGHT-OF-WAY LICENSE AGREEMENT

THIS AGREEMENT made this day of , 2017.

BETWEEN:

THE COUNTY OF ST. PAUL NO. 19,
a municipal corporation pursuant to
the laws of the Province of Alberta
(Hereinafter referred to as the "County")

OF THE FIRST PART

- and -

LARRY BAZIAN
of the County of St. Paul No. 19,
in the Province of Alberta
(Hereinafter referred to as the "Licensee")

OF THE SECOND PART

WHEREAS the County has the control and management of roads within the municipality;

AND WHEREAS, the Licensee desires to license a portion of Road Right-of-Way from the County under the terms and conditions contained herein such Road Right-of-Way described as that portion of road allowance located between

NW 13-56-5-W4 AND NE 14-56-5-W4
(Hereinafter referred to as the "Road Right-of-Way")

AND WHEREAS that portion of the Road Right-of-Way is not developed and the County is prepared to grant the Licensee a license for the temporary occupation or use of that portion of the Road Right-of-Way under the terms and conditions contained herein;

NOW THEREFORE this Agreement witnesses that in consideration of the premises, covenants, conditions and terms contained herein, the parties hereto agree as follows:

- 1) That the County does hereby, in consideration of the payments hereinafter specified, and in consideration of the covenants and conditions herein contained, grant permission to the Licensee, its agents, employees and contractors to use, enter upon and occupy, for the purposes hereinafter specified, that portion of the Road Right-of-Way shown outlined in red on Schedule "A" attached (hereinafter referred to as the "License Area").

- 2) The Licensee must clearly state the intended use of the road allowance and any improvements, additions, or alterations, which may be required to accommodate this use such as brushing or the construction of a fence. The licensee agrees to utilize the land for one of the following purposes as approved by County Council and the Licensee shall not cause or permit any other activity whatsoever within the License Area.

☒ Grazing
☐ Cultivation
☐ Other (Please Specify) _____

- 3) All improvements, additions, and alterations must be constructed according to specifications determined by the County. The maintenance of these improvements, additions and alterations is the sole responsibility of the licensee.
- 4) The term of the license granted herein shall commence on the 1st day of , 2017, and shall continue until terminated as hereinafter provided.
- 5) In consideration of the rights herein conferred upon the Licensee, the Licensee shall pay to the County the following amount at the following times:
- 6) An annual fee as per the Fee Schedule Bylaw is payable on January 1st of each year during the life of this Agreement.
- 7) The rights conferred upon the Licensee by this Agreement are only personal in nature and shall not be construed as covenants running with the land and, as nothing in this Agreement confers upon the Licensee any legal or equitable estate whatsoever in the lands within the License Area, the Licensee shall not register in the Land Titles Office any instrument whatsoever which claims any interest, legal or equitable, in the lands within the License Area.
- 8) The Licensee must permit public access at all time. Failure to permit public access of a municipal road will result in termination of the license.
- 9) The road allowance must be maintained to the satisfaction of the County of St. Paul No. 19. All debris created during the occupation of the road allowance must be removed within a reasonable period of time to be determined by the Chief Administrative Officer or their designate.
- 10) Public access must be preserved at all times. The Licensee is not permitted to restrict access for any reason. In the event that Council approves a gate or Texas gate, public access must be preserved and no signs discouraging access such as "private property" or "no trespassing" will be permitted.
- 11) The Licensee shall not install or erect any trees, shrubs, landscaping, buildings, improvements or structures on the License Area, without approval of the County. If the County permits the Licensee to install or erect any trees, shrubs, landscaping,

buildings, improvements or structures, the same are to be constructed in a workmanlike manner so as to minimize damage to the License Area, and the Licensee shall, after any such work, restore the License area to a level and condition equivalent to that which existed prior to the commencement of any such construction and the existing grading running north to south, on the length of the Road Right-of-Way shall not be altered or obstructed by any such construction.

- 12) The licensee shall abide by all laws, by-laws, legislative, and regulatory requirements of any government relating to the use and occupation of the license area.
- 13) During the term of this license, the Licensee shall at his own expense maintain and keep the License Area in good, safe and reasonable repair and condition.
- 14) The County of St. Paul reserves the right to occupy and use the License Area in any manner whatsoever, provided that the County shall not unreasonably interfere with the activities permitted to a Licensee. These include, but are not limited to, access of third parties for the installation of underground or above ground utility lines, pipeline facilities, transmission lines, and drainage swells.
- 15) In the event that the County deems it necessary or appropriate to cause or allow third parties to construct or install permanent underground or above-ground utility lines, pipelines facilities, transmission lines and drainage wells which will cross the License Area, or to perform such other work upon the License Area as may be deemed necessary in the sole discretion of the County, the Licensee shall in no way interfere or hinder the construction, installation, repair or maintenance undertaken by the County or any person to whom the County has granted such permission, and further, the Licensee shall forthwith, upon the request of the County, execute such further documentation as deemed appropriate in the sole discretion of the County for the purposes of expediting or permitting the construction or installation of permanent underground or above ground utility lines, pipeline facilities, transmission lines and drainage swells or other such work within the License Area by the County or the nominee of the County.
- 16) The Licensee shall carry liability insurance as follows:
 - comprehensive general liability insurance with insurable limits of no less than TWO MILLION (\$2,000,000.00) DOLLARS for each occurrence or incident;
 - such insurance shall name the County as an insured party, and shall contain a waiver of subrogation against the County;
- 17) The Licensee shall provide proof of such insurance to the satisfaction of the Chief Administrative Officer or their designate upon request.

- 18) The Licensee is responsible for any claims, demands, suits, proceedings, or actions whatsoever that may be brought against the County due to the actions of the Licensee.
- 19) The Licensee, by performing and observing the covenants and conditions contained herein, shall be entitled to peaceably exercise the rights herein granted to the Licensee without any reasonable hindrance, molestation or interruption from the County.
- 20) The License shall not, without the prior written consent of the County, assign either in whole or in part any of the rights herein conferred upon the Licensee.
- 21) If, in the opinion of the County, the Licensee undertakes or permits any activity whatsoever within the License Area which may be a nuisance or cause damage, or in the event that the County is of the opinion that the Licensee has undertaken or permitted any activity whatsoever which is inconsistent with the terms hereof, then the County, in its absolute discretion may:
 - (a) Give the Licensee fourteen (14) days to rectify or remedy any such nuisance or improper activity, and failing the Licensee remedying or rectifying such nuisance or improper activity, the license and the rights herein conferred upon the Licensee shall terminate and the Licensee shall forthwith vacate the License Area;
 - OR
 - (b) Give the Licensee notice of immediate termination of the license and the rights herein conferred upon the Licensee and the Licensee shall forthwith vacate the License Area.
- 22) Notwithstanding anything to the contrary contained herein, the County shall have the absolute right and privilege to terminate the license herein granted (together with all rights contained herein or ancillary thereto) upon the County providing to the Licensee thirty (30) days written notice of such termination.
- 23) Upon termination of the License, the Licensee is required to restore the Road Allowance to its former condition, to the satisfaction of the Chief Administrative Officer or their designate. All improvements, additions, or alterations must be removed.
- 24) Similarly, the Licensee shall have the right to terminate this license upon providing to the County thirty (30) days written notice of such termination.
- 25) Any notice to be given by one party to the other shall be in writing and shall be delivered personally or mailed by prepaid registered mail to the other party at the address shown below. Notice given in any such manner shall be deemed to have been received by the party on the day of delivery or upon the seventh (7th) day after

the day of mailing, providing that normal postal services are in existence at the time of mailing and for seven (7) days thereafter.

Notice shall be given:

To the County at: 5015 - 49 Avenue
St. Paul, AB T0A 3A4

To the Licensee at: Larry Bazian (Box 12, Heinsburg, AB T0A 1X0)

Any party to this Agreement may change its address for service from time to time upon notice to that effect. In the event of disruption of normal postal service, any party giving notice hereunder shall be required to have such notice personally delivered.

- 26) If the Licensee fails or neglects to restore the License Area or fails to remove any and all property of the Licensee from the License Area within thirty days of the termination of this license, the County shall have the right, but not the obligation, to take such action as is reasonably necessary in the sole discretion of the County to remove all property of the Licensee from the License Area and to restore the License Area to a level and condition equivalent to that which existed prior to the commencement of this license. The County shall not be responsible for any loss or damage, however caused, to any property of the Licensee hereby removed from the License Area and the Licensee shall compensate the County its servants, contractors or agents pursuant to this clause. Any cost incurred by the County pursuant to this clause shall be a debt due and owing by the Licensee.
- 27) The Licensee shall not construct any fencing on the License Area unless prior approval of the County is first obtained and if the County permits the Licensee to construct any fencing on the License area, such fencing shall be constructed according to the specifications determined by the County including any specifications requiring of providing for the construction of gates. If the Licensee is permitted to erect any fencing on the License Area, the fencing is to be considered the sole property of the Licensee and is to be repaired and maintained solely by the Licensee.
- 28) The Licensee shall provide the County prompt written notice of any accident, damage or injury occurring on the License Area however caused.
- 29) The Licensee shall at all times hereafter indemnify and hold harmless the County against all actions, claims, demand, suits or proceedings whatsoever that may be lawfully brought or made against the County by reason of anything done by the Licensee, its agents, employees, invitees or contractors, whether or not such things are done in the exercise or purported exercise of the rights herein conferred upon the Licensee.

- 30) The Licensee shall compensate the County for all damage to County property arising out of the activities of the Licensee on or adjacent to the License Area, whether or not such activities are in the pursuance of the rights herein granted to the Licensee.
- 31) All property of the Licensee which may hereafter be located on, under, over or adjacent to the License Area shall be at the sole risk of the Licensee and the County shall not be liable for any loss or damage thereto howsoever occurring and the licensee hereby releases the County from all action, claims, demands, suits or proceedings whatsoever in respect of any such loss or damage except and to the extent of which such loss or damage is caused by the negligence of the County its servants or agents.
- 32) The total rights secured by the license are only such rights as are specified herein and the Licensee hereby acknowledges and agrees that the County has made no representations, warranties, promises or agreements, either express or implied, beyond those contained herein.
- 33) This license shall be binding upon the parties hereto, their executors, administrators and assigns.

IN WITNESS WHEREOF the parties hereto have executed this Agreement as of the day and year first above written.

SIGNED, SEALED AND DELIVERED

In the presence of:

Witness

)
)
)
)
)
)
)

COUNTY OF ST. PAUL NO. 19

Per:

Reeve

Per:

Chief Administrative Officer

AFFIDAVIT OF EXECUTION

CANADA)	I,
)	
PROVINCE OF ALBERTA)	OF THE TOWN OF ST. PAUL,
)	
TO WIT:)	IN THE PROVINCE OF ALBERTA,
)	
)	MAKE OATH AND SAY:

1. That I was personally present and did see Larry Bazian named in the annexed instrument who is/are personally known to me to be the person(s) named therein, duly sign and execute the same for the purpose named therein.
2. That the same was executed at the Town of St. Paul, in the Province of Alberta, and that I am the subscribing witness thereto.
3. That I know the said Larry Bazian and he is in my belief of the full age of 18 years.

SWORN BEFORE ME at the _____)
 of _____, in the Province of)
 Alberta, this ____ day of _____, 20____)
 _____)
 _____)
 _____)
 _____)
 _____)
 A COMMISSIONER FOR OATHS IN AND)
 FOR THE PROVINCE OF ALBERTA)



County of St Paul No 19
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Issue Summary Report

5.2. Safety Codes Contract

#20170208010

Meeting : February 14, 2017

Meeting Date : 2017/02/14 10:00

Meeting Type : Council Meeting

Background

At the January 24 Public Works Meeting, Council made a motion to table a decision on awarding the Safety Codes Contract to the February Council Meeting and in the interim administration was requested to set up interviews with the two groups who submitted a tender.

As there was no provision for an interview in the tender document, Administration has been advised by legal Counsel not to interview the two groups, but that Council should make a decision based on the information that has been provided in the RFP.

Council to determine if they want a lower cost for residents, or have the County make a higher percentage of the fees. Inspections Group has a higher fee schedule than Superior. Also, there was no term specified in the tender document, so a one, two or three year contract can be awarded.

Recommendation

Administration is recommending to enter into a 3 year contract with Superior Safety Codes, effective immediately, as it is the lowest cost to County residents.

Additional Information

Originated By : pcorbiere

Appendix 1 for 5.2.: Comparison of Safety Codes Rates

Safety Codes Request for Proposal Analysis

In November of 2016, the County of St. Paul issued a RFP for safety code services. At close, Inspections Group and Superior Safety Codes Inc had submitted RFP packages. Below is the breakdown of the proposals.

General Notes

- Both Inspections Group Inc and Superior Safety Codes Inc can carry out inspection services within the County of St. Paul to the municipalities requirements.
- Both Inspections Group Inc and Superior Safety Codes Inc have the minimum insurance requirements as suggested by the County of St. Paul's insurer.
- The Inspections Group Inc and Superior Safety Codes Inc are both accredited with Safety Codes Council.
- The Inspections Group Inc and Superior Safety Codes Inc both employ qualified safety codes officers.
- The Inspections Group Inc and Superior Safety Codes Inc provide inspections within an acceptable timeline.
- Both safety codes providers use software acceptable to the County of St. Paul.
- Both safety codes providers are proposing the County of St. Paul collecting all fees and paying for service based on file closure.

Additional Services Cost Comparison

Service	Superior Safety Codes	Inspections Group
Emergency Services	\$125/hour	\$100/hour
Investigation Services	\$125/hour	\$100/hour
Appeal Services	\$125/hour	No Cost
Enforcement Services	No charge up to 8 hours; \$125/hour thereafter	No Cost
Consultative Services	\$125/hour	No Cost
Issuance of Variance	\$200 plus \$125/hour for research and report writing (Charged to Applicant)	\$100/hour Minimum of 2 hours
Travel Cost	\$0.75/km	No Cost
Issuance of Orders		No Cost
Public Works Complaints	\$125/hour	

Appendix 1 for 5.2.: Comparison of Safety Codes Rates

Superior Safety Codes Inc

- Proposed fee schedule is more cost effective to County ratepayers (fees are lowest of the two submissions).
- Proposed fee split: 75% Superior Safety Codes – 25% County of St. Paul.
- Provided over 100 references.
- Provided two inspectors per discipline.

Inspections Group Inc

- Proposed fee schedule generates more revenue for the County of St. Paul than proposal by Superior Safety Codes.
- Proposed fee split: Building 60% Inspections Group – 40% County of St. Paul. All other disciplines 75% Inspections Group and 25% County of St. Paul.
- Provided 4 references. Three of the four references provided were for urban municipalities.
- Have a process to insure development permit compliance.

Appendix 1 for 5.2.: Comparison of Safety Codes Rates

Building	\$ 110,178.00
Electrical	\$ 21,786.00
Plumbing	\$ 6,162.00
Gas	\$ 26,557.00
PSDS	\$ 4,280.00

Current Superior			Proposed Superior			Proposed Inspections Group		
	Superior	County		Superior	County		IG	County
Building	\$ 77,103.00	\$ 33,075.00	Building	\$ 82,633.50	\$ 27,544.50	Building	\$ 66,106.80	\$ 44,071.20
Electrical	\$ 15,251.00	\$ 6,535.00	Electrical	\$ 16,339.50	\$ 5,446.50	Electrical	\$ 16,339.50	\$ 5,446.50
Plumbing	\$ 4,292.00	\$ 1,870.00	Plumbing	\$ 4,621.50	\$ 1,540.50	Plumbing	\$ 4,621.50	\$ 1,540.50
Gas	\$ 18,590.00	\$ 7,967.00	Gas	\$ 19,917.75	\$ 6,639.25	Gas	\$ 19,917.75	\$ 6,639.25
PSDS	\$ 2,996.00	\$ 1,284.00	PSDS	\$ 3,210.00	\$ 1,070.00	PSDS	\$ 3,210.00	\$ 1,070.00
	\$ 118,232.00	\$ 50,731.00		\$ 126,722.25	\$ 42,240.75		\$ 110,195.55	\$ 58,767.45

2000sqft SFD with 600 sqft attached garage (\$350,000 value)

Current Superior		Proposed Superior		Proposed Inspection Group		Safety Codes Council	
Building	\$ 982.00	Building	\$ 1,020.00	Building	\$ 1,125.00	Building	\$ 2,400.00
Electrical	\$ 130.00	Electrical	\$ 140.00	Electrical	\$ 205.00	Electrical	\$ 225.00
Plumbing	\$ 140.00	Plumbing	\$ 155.00	Plumbing	\$ 135.00	Plumbing	\$ 215.00
Gas	\$ 140.00	Gas	\$ 135.00	Gas	\$ 125.00	Gas	\$ 190.00
PSDS	\$ 160.00	PSDS	\$ 300.00	PSDS	\$ 375.00	PSDS	\$ 465.00
	\$ 1,552.00		\$ 1,750.00		\$ 1,965.00		\$ 3,495.00

Manufactured Home (new, 1216 sqft, on blocking)

Current Superior		Proposed Superior		Proposed Inspection Group		Safety Codes Council	
Building	\$ 200.00	Building	\$ 225.00	Building	\$ 200.00	Building	\$ 425.60
Electrical	\$ 100.00	Electrical	\$ 100.00	Electrical	\$ 95.00	Electrical	\$ 225.00
Plumbing	\$ 100.00	Plumbing	\$ 155.00	Plumbing	\$ 135.00	Plumbing	\$ 215.00
Gas	\$ 100.00	Gas	\$ 135.00	Gas	\$ 125.00	Gas	\$ 190.00
PSDS	\$ 160.00	PSDS	\$ 300.00	PSDS	\$ 375.00	PSDS	\$ 465.00
	\$ 660.00		\$ 915.00		\$ 930.00		\$ 1,520.60



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Issue Summary Report

5.3. Amendment to Land Use Bylaw

#20170209003

Meeting : February 14, 2017

Meeting Date : 2017/02/14 10:00

Meeting Type : Council Meeting

Background

At the January Public Works meeting Council made the following motions:

- that administration prepare an amendment to the Land Use Bylaw to address the number of animals permitted on Lot 1, Block 1, Plan 0124546 in NE 3-58-11-W4. We are looking for direction from Council regarding if they wish to include wording about the movement of the corals in this notwithstanding clause.
- that administration research wording to amend Land Use Bylaw No. 2013-50 in relation to keeping livestock on parcels which are less than 20 acres.

Krystle Fedoretz has contacted neighbouring municipalities. She will present her findings to Council and will present different scenarios that would result from the amendment to the LUB for further discussion and direction.

Recommendation

Council to determine how to proceed with this issue.

Additional Information

Originated By : pcorbiere

6. Delegation

- 6.1. 11:00 A.M. - PUBLIC HEARING - BYLAW NO. 2016-24
- AMEND LUB - REZONE PSE 27-59-10-W4
- 6.2. 11:15 A.M. - PUBLIC HEARING - BYLAW NO. 2016-25
- AMEND LUB - REZONE PSW 2-58-11-W4
- 6.3. 1:00 P.M. - CARMEN GOUIN
- 6.4. 1:30 P.M. - ST. PAUL REGIONAL LIONS
QUARTERBACK CLUB



County of St Paul No 19
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Issue Summary Report

6.1. 11:00 a.m. - Public Hearing - Bylaw No. 2016-24 - Amend LUB - Rezone PSE 27-59-10-W4

#20170207003

Meeting : February 14, 2017

Meeting Date : 2017/02/14 10:00

Meeting Type : Council Meeting

Background

At the December 13, 2016 meeting, Council gave first reading to Bylaw No. 2016-24, which is a bylaw to amend Land Use Bylaw No. 2013-50 as it relates to rezoning 9.98 acres in PSE 27-59-10-W4 from Industrial/Commercial to Country Residential One.

Bylaw No. 2016-24 was advertised in the St. Paul Journal and Elk Point Review the weeks of January 30 and February 7, 2017.

RSVPs were sent out to adjacent landowners regarding a public consultation which was to be held on January 23, 2017. No RSVPs were received. The public consultation was cancelled.

Recommendation

Proceed to Public Hearing.

Additional Information

Originated By : pcorbiere

COUNTY OF ST. PAUL NO. 19

BY-LAW NO. 2016-24

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

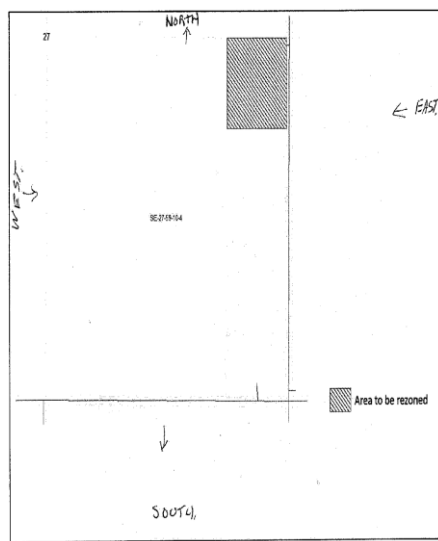
WHEREAS, it is deemed expedient to amend the Land Use Bylaw of St. Paul and County of St. Paul as set out in the Municipal Government Act, 2000 as amended.

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

1. Bylaw No. 2013-50 is hereby amended as follows:

FROM: Industrial/Commercial to Country Residential One

FOR: 9.98 acres in SE 27-59-10-W4



Read a first time in Council this 13th day of December, A.D. 2016.

Advertised in the St. Paul Journal and Elk Point Review the weeks of January 30 and February 7, 2017.

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 REZONING APPLICATION

Name of Applicant: Allan and Sally Cissell

Email: sallyc@xplornet.com

Mailing Address: Site 10, Box 32 RR #1, Westrose AB T0C 2V0

Telephone (Home): 1-780-586-6269

(Business): _____

(Fax): _____

Registered Owner (if not applicant): Same As Above

Mailing Address: SITE 10 BOX 32, RR #1 WESTROSE ALTA T0C 2V0.

Telephone (Home): 780 586 6269, (Business): CELL 780 312 6263 (Fax): _____

1. LEGAL DESCRIPTION OF LAND TO BE REZONED:

- a) All / part of the SE ¼ 27 section 59 township 10 range W4M
- b) Being all / parts of Lot _____ Block _____ Registered Plan _____
- c) Total area of the above parcel of land to be rezoned is 9.98 acres _____ (hectares)

2. ZONING INFORMATION:

- a) Current Zoning as per the Land Use Bylaw 2013-50: Industrial/Commercial
- b) Desired Zoning as per the Land Use Bylaw 2013-50: Country Residential One
- c) Proposed use as per the Land Use Bylaw 2013-50: Country Residential One
- d) Is the proposed use a permitted or discretionary use: Permitted
- e) Is the proposed parcel located within an Area Structure Plan or Inter-municipal Development Plan? No
- f) Information in support of the rezoning:

See attached letter.

I HAVE OWNED THIS PROPERTY FOR 35 YEARS
I HAVE ALWAYS PAID THE TAXES.
I RENTED THE PROPERTY TO DALE HEDRICK (DALE HEDRICK)
FOR THE LAST 5 YEARS — APPARENTLY
HE HAD THE ZONING CHANGED TO COMMERCIAL
WITH OUT MY KNOWLEDGE DALE NEXT
LAST APRIL FINANCIAL PROBLEMS.
I AM PRESENTLY SELLING THE PROPERTY
THE FAMILY BOYING IT CAN'T GET MORTGAGE
APPROVAL ZONED AS COMMERCIAL THATS WHY
I WANT IT PUT BACK TO RESIDENTIAL

3. LOCATION OF LAND TO BE REZONED:

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

If "yes", the adjoining municipality is _____

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

If "yes" the highway is No. _____

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

Yes _____ 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

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

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

4. PHYSICAL CHARACTERISTICS OF LAND TO BE SUBDIVIDED:

NA

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

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

5. WATER SERVICES:

a) Existing Source of Water: WELL BEEN THERE 35 YEARS

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: _____

b) Proposed sewage disposal: _____

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

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

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

REGISTERED OWNER OR PERSON ACTING ON BEHALF:

Wes, Allan and Sally Cissell hereby certify that (check one):

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

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

Agent Signature

Date


Owner Signature

NOV 29 2016
Date


Owner Signature

NOV 29 2016
Date

GENERAL INFORMATION

- ⇒ Re-designating your land to a specific "land use district" under our Land Use Bylaw may be necessary before we can consider your subdivision or development. Please contact Staff to determine the "land use district" of your property.

Important Application Information!

- ⇒ Fill out the application form **completely** and provide proposed site plan. Failure to do this means your application will not be accepted as complete.
- ⇒ The County needs to know how the parcel(s) will access a road and how the parcel will be serviced (water, sewer and stormwater). Remember that it is up to YOU to provide the roads and services to the parcel(s) – NOT THE COUNTY! The County reserves the right to require additional information and studies as necessary to ensure that your land can accommodate the proposed new use.

Circulating the Application

- ⇒ The County is required by law to circulate your application to adjacent landowners. It may be circulated to various other affected parties if required.

PLEASE WAIVE ↑

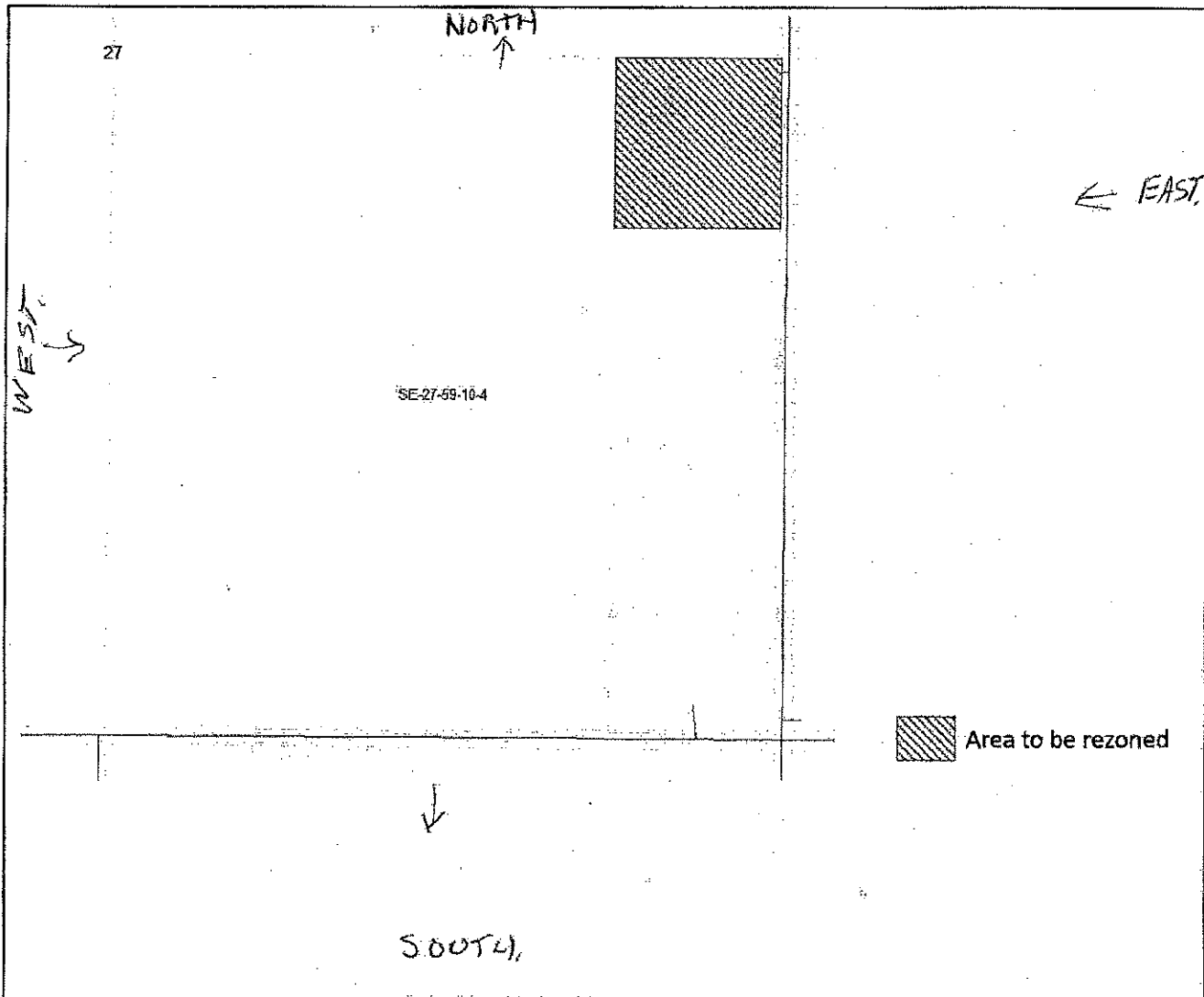
I AM 68 YEARS OLD - THIS IS ALL
VERY FRUSTRATING HOW THE LAND
WAS REZONED WITHOUT OUR
PERMISSION

J. Cissell
J. Cissell

Lot _____ Block _____ Plan _____ and/or Part of SE ¼ Sec 87 Twp 59 Rge 10 W4M

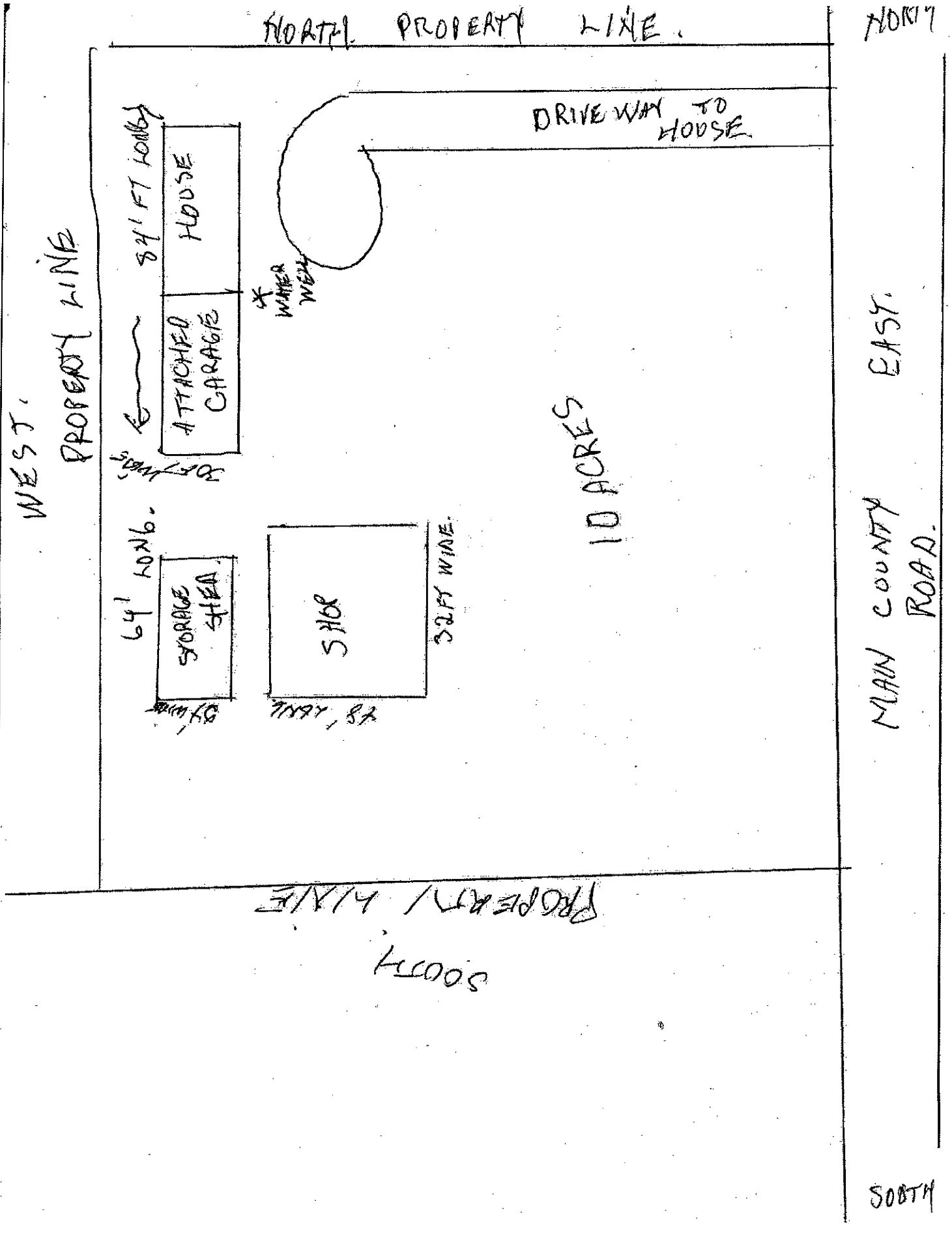
Proposed Sketch – please indicate/include:

- The use, location and dimensions of buildings on the land and specify which buildings may be demolished or moved from property. NA
- Location of any water bodies on subject property. NA
- All developed and undeveloped road allowances.
- Indicate the North direction.
- Location of all right-of-way and easements within or abutting the subject property. ON TITLE
- Location of existing wells/ septic systems and distances from property lines to any permanent structures.
- Indicate the location, dimensions and boundaries of the land to be rezoned.
- Location of all right-of-way and easements within or abutting the subject property.
- Existing and proposed accesses on property. ← SAME 35 YEARS



Date: NOV 29 2016

Signature of Applicant: [Signature] S. Cissell



INFORMATION REQUIRED FOR REZONING APPLICATIONS

Applications for rezoning will only be accepted when all of the following information has been submitted:

Application Form

- ☒ Both pages of the Rezoning Application form must be completed.
- ☒ The registered owner(s) must sign the form, or if a person is acting on their behalf a Letter of Authorization from the registered owner(s) must accompany the application.

Application Fee

- ☐ \$1000 per application/titled parcel of land. **PLEASE WAIVE FEE**

Proposed Rezoning Sketch

- ☒ Using the form provided, provide a sketch of the lands proposed to be rezoned. **REZONING WAS DONE WITHOUT OUR PERMISSION**

Current Copy of the Certificate of Title for the Lands Proposed to be Rezoned

- ☒ Provide a current copy of the Certificate of Title (searched within 30 days prior to the application). The copy of the title may be obtained from any Provincial Registry Office.


PROVIDED:

① OUR RENTER MUST DO IT.

② PLEASE WAIVE ADVERTISING
CHANGE OF ZONING

③ TIME IS IMPORTANT

BUYERS WANT TO PURCHASE
RIGHT AWAY BUT NOT WITH COMMERCIAL
ZONING
OR as FAST AS POSSIBLE

F. Cissell 



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

Issue Summary Report

6.2. 11:15 a.m. - Public Hearing - Bylaw No. 2016-25 - Amend LUB - Rezone PSW 2-58-11-W4

#20170208001

Meeting : February 14, 2017

Meeting Date : 2017/02/14 10:00

Meeting Type : Council Meeting

Background

At the December 13, 2016 meeting, Council gave first reading to Bylaw No. 2016-25, which is a bylaw to amend Land Use Bylaw No. 2013-50 as it relates to rezoning 2.94 acres in SW 2-58-11-W4 from Industrial/Commercial to Agricultural.

Bylaw No. 2016-25 was advertised in the St. Paul Journal and Elk Point Review the weeks of January 30 and February 7, 2017.

RSVPs were sent out to adjacent landowners regarding a public consultation which was to be held on January 24, 2017. One RSVP was received. The adjacent landowner did not attend the public consultation.

Recommendation

Proceed to Public Hearing.

Additional Information

Originated By : pcorbiere

COUNTY OF ST. PAUL NO. 19

BY-LAW NO. 2016-25

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.

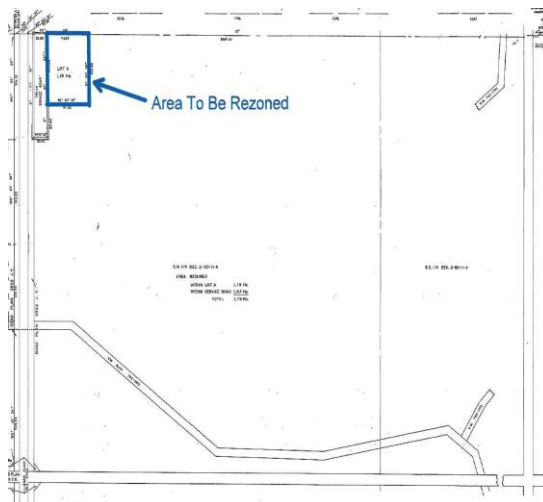
WHEREAS, it is deemed expedient to amend the Land Use Bylaw of St. Paul and County of St. Paul as set out in the Municipal Government Act, 2000 as amended.

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: Industrial/Commercial to Agricultural

FOR: 2.94 acres in SW 2-58-11-W4



Read a first time in Council this 13th day of December, A.D. 2016.

Advertised in the St. Paul Journal and Elk Point Review the weeks of January 30 and February 7, 2017.

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 REZONING APPLICATIONName of Applicant: EDWARD + VALERIE SYDORA Email: _____Mailing Address: Box 1737 ST. PAUL, AB T0A 3A0Telephone (Home): 780-645-2390 (Business): _____ (Fax): _____Registered Owner (if not applicant): sameMailing Address: sameTelephone (Home): _____ (Business): _____ (Fax): _____**1. LEGAL DESCRIPTION OF LAND TO BE REZONED:**

- a) All / part of the S.W ¼ 2 section 58 township 11 range W4M
- b) Being all parts of Lot A Block _____ Registered Plan 832 1312
- c) Total area of the above parcel of land to be rezoned is 2.94 acres _____ (hectares)

2. ZONING INFORMATION:**Industrial/Commercial**

- a) Current Zoning as per the Land Use Bylaw 2013-50: ~~Commercial/Industrial~~
- b) Desired Zoning as per the Land Use Bylaw 2013-50: Agricultural
- c) Proposed use as per the Land Use Bylaw 2013-50: Agricultural
- d) Is the proposed use a permitted or discretionary use: ~~yes~~ 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:
We would like to change the land back from Industrial/
Commercial to agriculture and add this 2.94 portion
to make a 20 acre parcel which would include the
entire yard. Thereby having all the utilities & water
wells on the same property & including all buildings.

Appendix 2 for 6.2.: Rezoning Application

3. LOCATION OF LAND TO BE REZONED:

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

If "yes", the adjoining municipality is _____

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

If "yes" the highway is No. 29/36

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

If "yes", state its name Pakan Creek

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

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

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

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

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

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

4. PHYSICAL CHARACTERISTICS OF LAND TO BE SUBDIVIDED:

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

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

Planted Poplar trees along north boundary / natural grasses, small row
maple trees & spruce trees at South side of parcel & some fruit trees of lilac bushes near center
on north side of shop.

5. WATER SERVICES:

a) Existing Source of Water: water wells

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

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

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

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

Appendix 2 for 6.2.: Rezoning Application

REGISTERED OWNER OR PERSON ACTING ON BEHALF:

I, Edward + Valerie Sydora hereby certify that (check one):

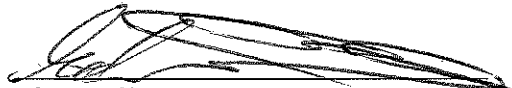
☒ I am the registered owner; or

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

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

Agent Signature

Date


Owner Signature

Dec 08/16.
Date

Valerie Sydora
Owner Signature

Dec 08/16.
Date

Appendix 2 for 6.2.: Rezoning Application

6. SEWER SERVICES:

- a) Existing sewage disposal: Pump out system
- b) Proposed sewage disposal: pump out system

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

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

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

Appendix 2 for 6.2.: Rezoning Application

Lot _____ Block _____ Plan _____ and/or Part of _____ ¼ Sec _____ Twp _____ Rge _____ W4M

Proposed Sketch – please indicate/include:

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

Attached.

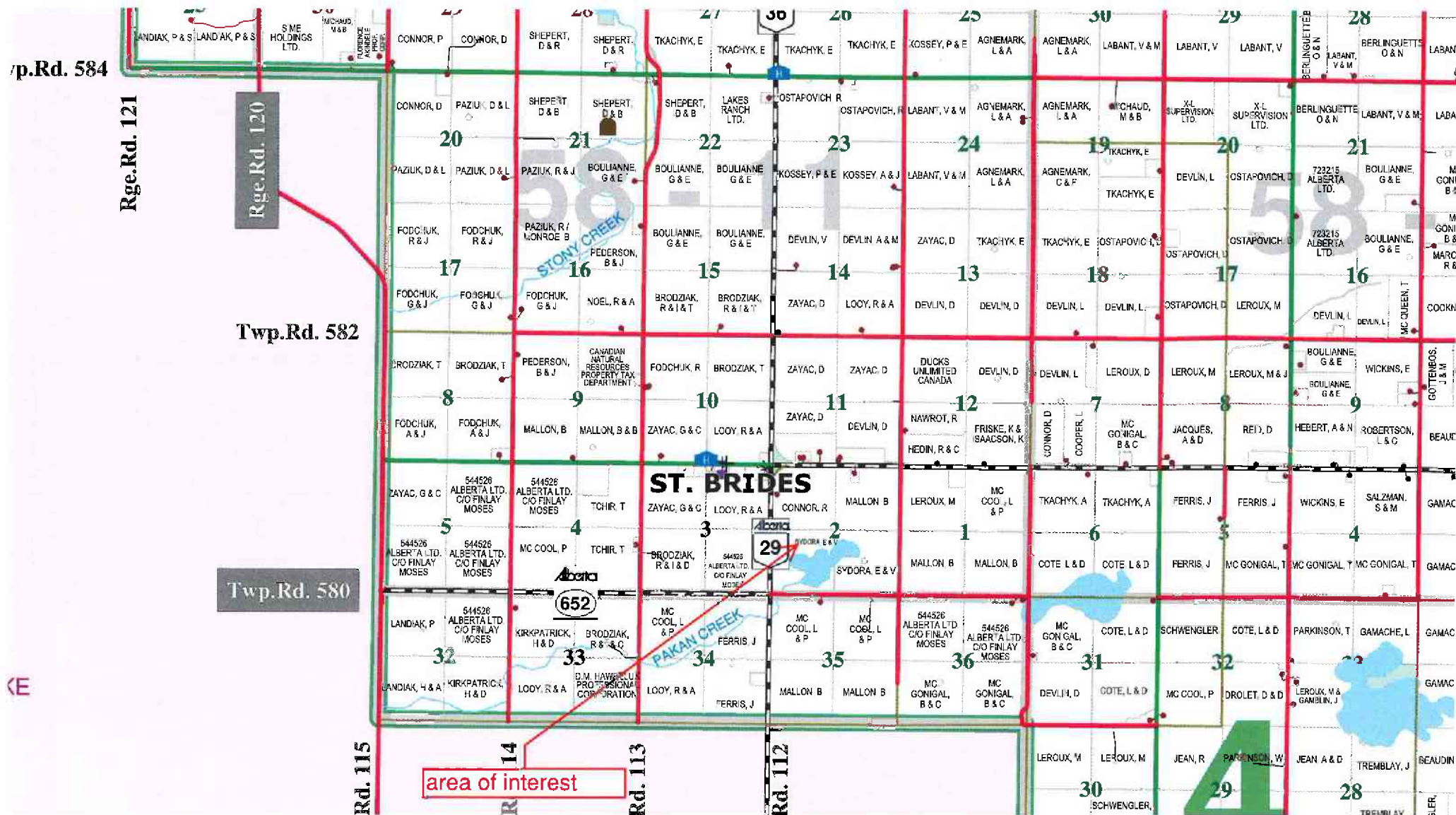
Date: Dec 8/16

Signature of Applicant: Valerie Sydora

Alberta This plan may not be commercially re-distributed, transferred or manipulated in any form without the specific written consent of Alberta Land Titles.



Appendix 2 for 6.2.: Rezoning Application





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

Issue Summary Report

6.3. 1:00 p.m. - Carmen Gouin

#20170207002

Meeting : February 14, 2017

Meeting Date : 2017/02/14 10:00

Meeting Type : Council Meeting

Background

At the November Meeting, Council heard from a Lot owner at Lac Sante who wanted to build a retaining wall and do some landscaping along the east side of their property, which would encroach onto Lot 10ER, Block 1, Plan 8121812. The delegation was uncertain where her property line was.

Council advised the delegation to obtain a real property report to determine where their property lines are and bring their findings back to the Planning department. A copy of the Real Property Report is attached.

The Delegation will be in to request to dedesignate and purchase 0.117 acres (0.047 ha) to construct a retaining wall on Lot 10ER, Block 1, Plan 8121812.

Additional Information

Originated By : kfedoretz

January 31, 2017

Dear Council:

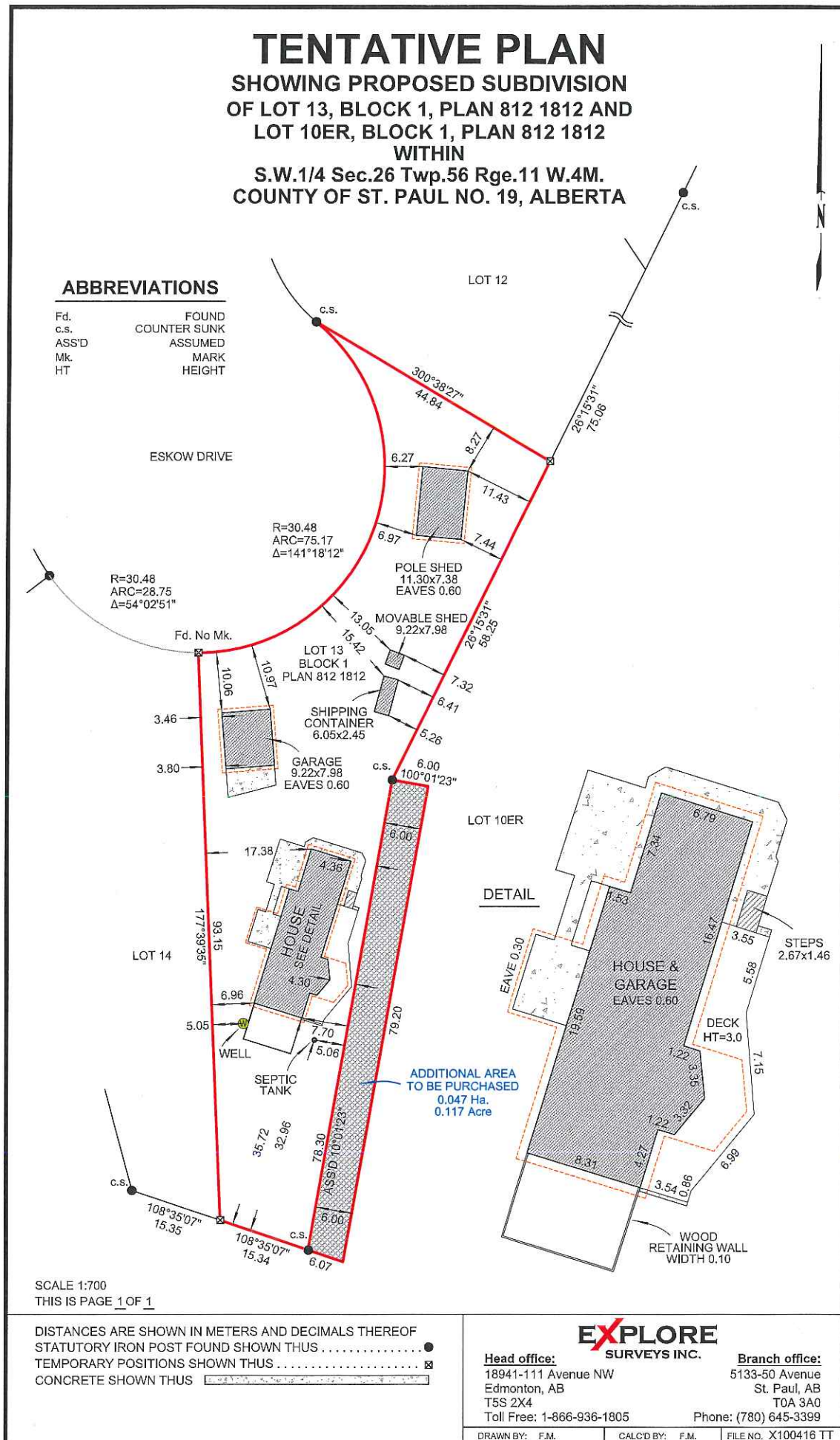
In early January 2017, we were informed that our non compliant matter regarding our property needed to be addressed.

After discussing this matter with a surveying company, they suggested that we request to purchase ER property from the county.

We are therefore asking Council, to purchase 0.117 acres to resolve this non compliant matter.

Regards,

Denis & Carmen Gouin





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

Issue Summary Report

6.4. 1:30 p.m. - St. Paul Regional Lions Quarterback Club

#20170119005

Meeting : February 14, 2017

Meeting Date : 2017/02/14 10:00

Meeting Type : Council Meeting

Background

Todd Tanasichuk, with the St. Paul Football program, will be in to request financial assistance with their outdoor lighting project at the Regional High School football field and track. This group is making applications for various grant programs including CFEP, Co-op, Agri-Spirit.

Additional Information

Originated By : pcorbiere

ST PAUL FOOTBALL
TODD TANASICHUK
BOX 646
ST PAUL, AB
TOA 3A0

RE: LIGHTS FOR REGIONAL HIGH TRACK

Dear County of St Paul;

Please accept this letter and the attached documents as a request for support and funding aid for the project of outdoor lights at Regional High's football field and track, on behalf of St Paul Football.

This project has a projected cost of \$160,000 to \$196,000, depending on the type of lighting purchased (standard vs LED). St Paul Football is asking for funding help in various ways, from grants, to the Town of St Paul, to St Paul Education, to the County of St Paul.

WHY LIGHTS AND WHO BENEFITS?

The field at Regional High is used by many County citizens. Beginning each spring, the track is used by many people for recreational purposes. Many people walk and run at the track each evening, but of course once it gets dark everyone stops and goes home. This means that at certain parts of the year, the track goes unused past 7:00 PM. For many outside of St Paul, it is difficult to make it to town after work and get a walk or run completed before it's dark. Lights would allow this to change. Timers can be used to allow lighting until 9:00 or 9:30, depending on the time of year, allowing those who use the track to do so later on into the evenings. This would give an opportunity for all County residents to improve their health.

Other groups that use the track and the field is Regional High School and other area schools, and the North East Alberta Track Club (NEAT). This would allow for those groups to use the area later in the spring and fall when natural lighting is less. Please see the attached letters of support from St Paul Regional High School and from NEAT.

The third group that would benefit from lighting is St Paul Football. Lighting would allow us to have home games in the evenings, which we have done previously with portable lights. Those games are very well attended but it takes a tremendous effort to coordinate those games and consequently we do so only once every 2 seasons. Those games allow more residents to attend games, as otherwise we often play high school games on Friday afternoon, beginning at 4 PM. Lighting would also allow us to have practices later in the evening. One of our obstacles is getting volunteer coaches as they often work until 5 PM, while we are practicing by 4 PM. This would make us more flexible and increase our coaching numbers. The other issue we've had is that once daylight savings time begins in November, it's dark by

Appendix 1 for 6.4.: St. Paul Football Club

4:30 and really limits how we can practice, at a time when we are in championship games and entering provincials. Lighting would allow us to have regular practices. St Paul Football is entering our 34th season (est. 1984). We provide football for kids aged 12-18 and have an annual budget close to \$50,000 between the Bengals and Lions. We provide all equipment except cleats, all transportation, referees and many other costs. Registration fees are only \$300 for the Lions and \$250 for the Bengals, so we do an excellent job of budgeting and utilizing our resources efficiently to keep fees low for kids. Over our history, we have had players from Two Hills, Ashmont, Mallaig, Elk Point, Myrnam and St. Paul.

Please review all attached documentation. It shows a good comparison between the costs and benefits between standard lighting and LED lighting, which produces less carbon but is more expensive.

Depending on our fundraising ability, we may decide to go with the LED option. For any questions or concerns, please contact me at 780-646-3815.

Thank you for your time and consideration.

Sincerely,

Todd Tanasichuk

St Paul Football



St Paul Football
St Paul, AB
Date: January 24, 2017

Budget Estimate: Metal Halide Light Source

Musco's Light Structure Green™ as described below and delivered to the job site \$160,000.00 CND.

***Sales tax, labor, and unloading of the equipment is not included as part of this budget estimate.
Pricing furnished is effective for 60 days unless otherwise noted and is considered confidential.***

Equipment Description

Light-Structure Green™ System delivered to your site in Five Easy Pieces™

- (4) Pre-cast concrete bases
- (4) 80' Galvanized steel poles
- Remote electrical component enclosures
- Pole length wire harnesses
- (36) Factory-aimed and assembled luminaires

Also Includes:

- Energy savings of more than 50% over a standard lighting system
- 50% less spill and glare light than Musco's prior industry leading technology
- Musco Constant 25™ warranty and maintenance program that eliminates 100% of your maintenance costs for 25 years, including labor and materials
- Guaranteed constant light level of 300lux/30fc for 25 years
- (1) group re-lamp at the end of the lamps' rated life, 5000 hours
- Control Link® Control & Monitoring System for flexible control and solid management of your lighting system
- Contactors and Lighting Contactors

Payment Terms

Standard payment terms are 25% with order and 75% N30 from shipment.

Final payment terms will be as approved by Musco's Finance Department.

Delivery to the job site from the time of order, submittal approval, and confirmation of order details including voltage and phase, pole locations is approximately 30-45 days. Due to the built-in custom light control per luminaire, pole locations need to be confirmed prior to production. Changes to pole locations after the product is sent to production could result in additional charges.

Appendix 1 for 6.4.: St. Paul Football Club

Notes

Pricing is based on:

- Shipment of entire project together to one location
- Structural code and wind speed = 2009 AASHTO, 90 MPH.
- Confirmation of pole locations prior to production

Thank you for considering Musco for your sports-lighting needs. Please feel free to contact me with any questions.

Brad Harrison
Sales Representative

Phone: 866-695-8162 (TF)
Phone: 403-695-8162 (Local)
E-mail: brad.harrison@musco.com
Fax: 403-695-9019



St Paul Football
St Paul, AB
Date: January 24, 2017

Budget Estimate: LED Light Source

Musco's Light Structure Green™ as described below and delivered to the job site \$196,000.00 CND.

***Sales tax, labor, and unloading of the equipment is not included as part of this budget estimate.
Pricing furnished is effective for 60 days unless otherwise noted and is considered confidential.***

Equipment Description

Light-Structure Green™ System delivered to your site in Five Easy Pieces™

- (4) Pre-cast concrete bases
- (4) 80' Galvanized steel poles
- Remote electrical component enclosures
- Pole length wire harnesses
- (36) Factory-aimed and assembled LED luminaires

Also Includes:

- Energy savings of more than 50% over a standard lighting system
- Musco Constant 25™ warranty and maintenance program that eliminates 100% of your maintenance costs for 25 years, including labor and materials
- Guaranteed constant light level of 300lux/30fc for 25 years
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Payment Terms

Standard payment terms are 25% with order and 75% N30 from shipment.

Final payment terms will be as approved by Musco's Finance Department.

Delivery to the job site from the time of order, submittal approval, and confirmation of order details including voltage and phase, pole locations is approximately 30-45 days. Due to the built-in custom light control per luminaire, pole locations need to be confirmed prior to production. Changes to pole locations after the product is sent to production could result in additional charges.

Appendix 1 for 6.4.: St. Paul Football Club

Notes

Pricing is based on:

- Musco design 179563A
- Shipment of entire project together to one location
- Structural code and wind speed = 2009 AASHTO, 90 MPH.
- Confirmation of pole locations prior to production

Thank you for considering Musco for your sports-lighting needs. Please feel free to contact me with any questions.

Brad Harrison
Sales Representative

Phone: 866-695-8162 (TF)
Phone: 403-695-8162 (Local)
E-mail: brad.harrison@musco.com
Fax: 403-695-9019

St Paul Football

	Light-Structure GREEN Metal Halide	Light-Structure GREEN TLC-LED-1150
Warranty *	25 Years	25 Years
Guaranteed Light Levels **	25 Years	25 Years
Spot Maintenance *	Included	Included
Group Relamp **	Included	N/A
Spill/Glare Light Control	Great	Exceptional
Monitoring /Control Services	Included	Included
Energy Usage (Average Kw)	56.3	41.4
Equipment (Delivered) ***	\$160,000	\$196,000

Notes:

- * Includes parts and labor
- ** Based on 200 hours of annual usage
- *** Does not include applicable taxes, unloading or installation

Musco MH (1500W) vs. LED Power Comparison Cost

	\$0.07kWh	\$0.08kWh	\$0.09kWh	\$0.10kWh
Number of 1500W fixtures	36	36	36	36
Hourly cost per fixture x	0.109*	0.125*	0.141*	0.1564*
Hourly energy cost	\$3.92	\$4.50	\$5.08	\$5.63
Hours operated per year x	200	200	200	200
Annual energy cost	\$784.80	\$900.00	\$1,015.20	\$1,126.08
Life of system x	25	25	25	25
Life-Cycle energy cost	\$19,620.00	\$22,500.00	\$25,380.00	\$28,152.00

* Average fixture kW consumption is 1.564

Average Kw = 56.3
Maximum Kw = 61.2

	\$0.07kWh	\$0.08kWh	\$0.09kWh	\$0.10kWh
Number of TLC-1150 Field fixtures	36	36	36	36
Hourly cost per TLC-1150 fixture	\$0.08	\$0.09	\$0.10	\$0.12
Hourly energy cost	\$2.90	\$3.31	\$3.73	\$4.14
Hours operated per year x	200	200	200	200
Annual energy cost	\$579.60	\$662.40	\$745.20	\$828.00
Life of system x	25	25	25	25
Life-Cycle energy cost	\$14,490.00	\$16,560.00	\$18,630.00	\$20,700.00

Maximum Kw = 41.4

Based on the above:

Metal Halide usage	281,500kWh	198 Metric Tons of Carbon Dioxide
LED usage	207,000kWh	145 Metric Tons of Carbon Dioxide
LED Savings	74,500kWh	53 Metric Tons of Carbon Dioxide

Source for CO2 calculations: <http://www.epa.gov/cleanenergy/energy-resources/refs.html>

Appendix 1 for 6.4.: St. Paul Football Club



4701-44 Street
St. Paul, Alberta
T0A 3A3
(780)645-4491 Phone
(780)645-3279 Fax

Mr. Mark Tichkowsky, Principal
Mrs. Angela Noel, Assistant Principal
Mr. Corey deMoissac, Assistant Principal

March 8, 2016

Dear St. Paul Education Regional Division No.1:

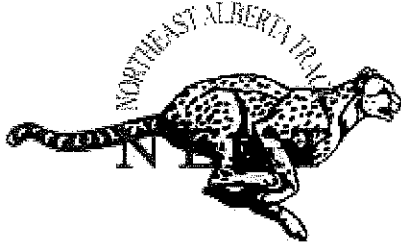
It is my pleasure to write a letter of support for the proposal of the outdoor lighting project for the Regional Football Field being submitted by Todd Tanasichuk on behalf of the St. Paul Football club.

I fully support the efforts of the St. Paul Football Club as they seek external funding to support the lighting project. This project would allow parents, family members and community stakeholders a chance to be involved in a program that has and will continue to impact students in a positive way.

Sincerely,

Mark Tichkowsky
Principal
St. Paul Regional High School
4701-44street
St.Paul, AB T0A 3A3
ph.780-645-4491 fax.780-645-3279

Appendix 1 for 6.4.: St. Paul Football Club



March 9, 2016

Mr. Todd Tanasichuk
Racette Junior High School
4638 – 50th Ave
St. Paul, AB

Dear Mr. ^{Todd}~~Tanasichuk~~,

Lighting of the Football Field and Athletic Park behind St. Paul Regional High School

Thank you for contacting the Northeast Alberta Track and Field Club (NEAT) regarding the idea about lighting the football field and athletics track. NEAT would endorse this idea, as it will provide extended hours of use for this facility during low light conditions.

The lighting would provide a benefit not only for our two organizations but also for many other community users. These users include youth, families and seniors who use the athletics track for walking / training because this location provides a safe surface to walk/run on and vehicular traffic is non-existent.

Another benefit of lighting the facility is the increased safety provided to users choosing to use the area just before sunset or shortly after sundown. With the field/track being extremely dark, this could place an individual in harm's way if that individual is not prepared to deal with a possible unsafe situation.

Please accept this letter of support on behalf NEAT towards securing a lighting solution for the football field and athletics track.

Sincerely,

Robb Foote
Vice President / Coach
Northeast Alberta Track and Field Club

Cc: Tom Starosielski, President
Reg Green, Coach
Rob Hurtubise, Coach
Albert Harmse, Coach

7. New Business

- 7.1. ALBERTA RECREATION & PARKS ASSOCIATION
CONFERENCE - MARCH 8-11
- 7.2. 2017 ASCHA CONVENTION & TRADESHOW -
MARCH 22-24
- 7.3. AQUATIC INVASIVE SPECIES WORKSHOP - APRIL
12TH, 2017
- 7.4. MUNICIPAL FUNDAMENTALS - MAY 3-5
- 7.5. GFOA - LONG TERM FINANCIAL PLANNING
WORKSHOPS - MAY 10-12
- 7.6. 2017 FCM CONFERENCE - JUNE 1-4
- 7.7. ST. PAUL & DISTRICT HOSPITAL FOUNDATION
FUNDRAISER
- 7.8. REQUEST FOR DONATION - ELK POINT THEATRE
PROJECT
- 7.9. AG ROSS ARENA - REQUEST FOR FUNDING
- 7.10. REQUEST FOR FUNDING - 65+ SENIOR MIXED
CURLING TEAM
- 7.11. VILLAGE OF GLENDON - 10TH ANNUAL PYROGY
BONSPIEL
- 7.12. BYLAW NO. 2017-03 - AMEND LUB - REZONE PSE 16
-58-9-W4
- 7.13. EXPLORE SURVEY - REQUEST FOR EXTENSION
ON SUBDIVISION FILE
- 7.14. BYLAW NO. 2017-02 - BORROWING BYLAW - BRING
WATER TO THE HAMLET OF MALLAIG
- 7.15. FCM APPOINTMENT AS AAMDC ZONE 5
REPRESENTATIVE
- 7.16. 2016 STRATEGIC PLAN - 4TH QUARTER
- 7.17. ST. PAUL AIRPORT STRATEGIC BUSINESS PLAN
- 7.18. ELK POINT AIRPORT CAPITAL DEVELOPMENT AND
BUSINESS PLAN
- 7.19. AAMD&C BOARD GOVERNANCE REVIEW

- 7.20. REQUEST TO WAIVE PROPERTY TAX INCREASE
- 7.21. LAC LA BICHE COUNTY REQUEST FOR SUPPORT
TO LOBBY PROVINCIAL GOVERNMENT- RE SPORT
FISHING
- 7.23. - RURAL INNOVATION FORUM - MARCH 9 & 10
- 7.24. - LOCAL TO GLOBAL EASTERN ALBERTA TRADE
CORRIDOR - MARCH 2
- 7.25. - LIBRARY BOARD CONFERENCE - APRIL 27-30
- 7.26. - REQUEST TO PURCHASE LOT 7, BLOCK 3, PLAN
8021504



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

Issue Summary Report

7.1. Alberta Recreation & Parks Association Conference - March 8-11 #20170206003

Meeting : February 14, 2017

Meeting Date : 2017/02/14 10:00

Meeting Type : Council Meeting

Background

The 2017 Canadian Parks Conference will be held March 8-11, 2017 in Banff. Information about the conference can be viewed at <http://arpaonline.ca/events/2017-canadian-parks-conference>. Registration for the conference is \$750.

Councillor Dach has expressed interest in attending this conference as it relates to several of the committees he sits on. He would like to extend it to all of Council, Tim Mahdiuk and Dwayne Newby to attend.

Recommendation

Administration is recommending to approve any Councillors who are available as well as Tim Mahdiuk and Dwayne Newby to attend the 2017 Canadian Parks Conference from March 8-11, 2017 in Banff.

Additional Information

Originated By : pcorbiere



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

Issue Summary Report

7.2. 2017 ASCHA Convention & Tradeshow - March 22-24

#20170206005

Meeting : February 14, 2017

Meeting Date : 2017/02/14 10:00

Meeting Type : Council Meeting

Background

The 2017 Alberta Senior Citizen' Housing Association (ASCHA) Convention will be held March 22-24, 2017 in Edmonton. Registration for the conference is \$650. Councillor Fodness has expressed interest in attending as it pertains to the MD Foundation board.

Additional information can be viewed at www.ascha.com.

Recommendation

Administration is recommending to approve Councillor M. Fodness to attend the 2017 ASCHA Convention from March 22-25, 2017 in Edmonton.

Additional Information

Originated By : pcorbiere



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

Issue Summary Report

7.3. Aquatic Invasive Species Workshop - April 12th, 2017

#20170210003

Meeting : February 14, 2017

Meeting Date : 2017/02/14 10:00

Meeting Type : Council Meeting

Background

The Lesser Slave Lake Watershed Council is hosting an Aquatic Invasive Species Workshop for harbour authorities, tourism promoters, anglers, watershed stewardship groups, municipalities, boating groups, and parks staff on April 12th, 2017 in Faust, Big Lakes County.

Councillor Dach in his capacity with the North Saskatchewan Watershed Alliance and Alberta's Lakeland is requesting to attend.

The workshop is being provided for free.

Recommendation

Motion to approve Councillor Dach to attend the Aquatic Invasive Species Workshop in Faust, Big Lakes County on April 12th, 2017.

Additional Information

Originated By : kattanasio

KNOWLEDGE IS POWER. PROTECT LESSER SLAVE LAKE

The LSWC and Alberta's Aquatic
Invasive Species Team invite you to:

AQUATIC INVASIVE SPECIES WORKSHOP

APRIL 12, 2017
FAUST, AB

**At the Faust Community Center
10AM - 4PM. Lunch Included.
Cost: FREE but please RSVP.
Call: 780 523 9800 or
email: info@lswc.ca to register.**

**Who should attend: resort owners,
harbor authorities, municipalities,
tourism promoters, boat owners,
anglers, watershed stewardship
groups, Parks staff, and anyone who
is interested**

Learn about the common Invasives that are threatening our lake's health
and sustainability. Find out how to identify them and prevent their spread.



Alberta



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

Issue Summary Report

7.4. Municipal Fundamentals - May 3-5

#20170206006

Meeting : February 14, 2017

Meeting Date : 2017/02/14 10:00

Meeting Type : Council Meeting

Background

The Government Finance Officers Association is offering a Municipal Fundamentals Workshop designed to educate those new to municipal operations. The workshop covers essential municipal finance concepts and basic "how to" and best practice information. The workshop will be held May 3-5 in Leduc. Registration for the workshop is \$975.00

Recommendation

Administration is recommending to approve Gina Laramée to attend the Municipal Fundamentals Course from May 3-5 in Leduc.

Additional Information

Originated By : kattanasio



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

Issue Summary Report

7.5. GFOA - Long Term Financial Planning Workshops - May 10-12 #20170206007

Meeting : February 14, 2017

Meeting Date : 2017/02/14 10:00

Meeting Type : Council Meeting

Background

The Long Term Financial Planning Workshop, sponsored by the GFOA, will be held May 10 - 12, in Edmonton. The workshop will provide technical knowledge and the students will be better equipped to design a long-term financial planning process that is responsive to municipalities current realities and available resources. Registration for the Workshop is \$1,275.

This workshop is designed for local government finance professionals and will be of interest to finance officers and staff, budget preparers, senior management and other responsible for, or interested in local government long-term financial planning.

The Long-Term Financial Planning workshop builds on the Alberta Intermediate Budget course, Municipal Budgeting Alberta 'Best Practices' and advanced budget course, Budget Analyst Academy. References to relevant background material in the respective training manuals will be made as appropriate, and it is recommended that these course be taken prior to attend this Long-Term Financial Planning workshop.

This workshop is based on the processes and best practices outlined by GFOA International in the book *"Financing the Future: Long-Term Financial Planning for Governments"* and in their best practice standards. This book along with a comprehensive course manual covering all workshop material is provided. Advance review of these materials is not required.

In addition to gaining technical knowledge the student can expect to gain an appreciation that long-term financial planning is modular in nature and can be approached in a number of ways. As a result students will be better equipped to design and lead a long-term financial planning process that is responsive to the municipalities current realities and available resources.

Darlene Smereka is requesting to attend this workshop in lieu of the Annual GFOA Conference.

Recommendation

Administration is recommending to approve Darlene Smereka to attend the Long Term Financial Planning Workshop sponsored by the GFOA from May 10-12 in Edmonton .

Additional Information

Originated By : kattanasio



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

Issue Summary Report

7.6. 2017 FCM Conference - June 1-4

#20170207001

Meeting : February 14, 2017

Meeting Date : 2017/02/14 10:00

Meeting Type : Council Meeting

Background

The 2017 FCM Conference will be held June 1-4, 2017 in Ottawa. Registration for the conference is 937.90.

Councillors Dach and Amyotte have expressed interest in attending the Conference. Reeve Upham will also be attending the conference, but his costs will be paid by the AAMDC Zone 5.

Recommendation

Administration is recommending to approve any Councillor who is available to attend the FCM Conference from June 1-4, 2017 in Ottawa.

Additional Information

Originated By : pcorbiere



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

Issue Summary Report

7.7. St. Paul & District Hospital Foundation Fundraiser

#20170206008

Meeting : February 14, 2017

Meeting Date : 2017/02/14 10:00

Meeting Type : Council Meeting

Background

The St. Paul & District Hospital Foundation will be holding their annual fundraising event on March 4, 2017. This year they are raising funds for Ultra Sound Tables, Verifit Ear Measuring Equipment, Middle-Ear Analyzer and a Slit Lamp.

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 4, 2017.

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 4, 2017

I am pleased to announce our annual St. Paul and District Hospital Foundation Gala will be held on **Saturday, March 4, 2017**. This year's event will include a full course supper, our popular silent and live auction, and magician Sheldon Casavant!

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 Panda Warmers. This year, our goal is to raise funds totalling just over \$64,000.00 for the following items:

- Ultra Sound Tables (2) \$30,548
 - To better position patients for different tests performed, maintaining their comfort as well as optimal ergonomic use for staff
- Verifit 2/ Ear Measuring Equipment \$14,950+Middle-Ear Analyzer \$12,900
 - To improve hearing care locally, including maintenance of hearing aids
- Slit Lamp \$5,853
 - Enables physicians to look at a patient's eye to identify injuries or foreign objects

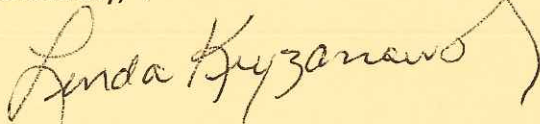
The two main ways you can get involved are:

- 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.

Your contribution at any level helps 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



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

Issue Summary Report

7.8. Request for Donation - Elk Point Theatre Project

#20170209001

Meeting : February 14, 2017

Meeting Date : 2017/02/14 10:00

Meeting Type : Council Meeting

Background

The Elk Point Children's Theatre is a group of 26 kids ranging in age from 6-16 from Elk Point, St. Paul and rural areas. This is their third year running and they will be holding a performance on April 29 and 30th in the Allied Arts Centre. Being children's theatre, they are struggling with the children's soft voices being picked up by the sound system in the facility. They are looking to purchase Lavalier style microphones that attach to the children's clothing as well as directional mics for the stage floor.

The cost is approximately \$35,000 to purchase 24 high quality mics for the children as well as the directional mics for the floor. To date, they have fundraised and received donations of \$12,683.90. They requested a donation of \$2000 from the Elk Point Community Grant, which was to be allocated by mid February however these funds now will not be allocated until later in March, so it will be too late to help with this year's show.

Their optimal setup for this year would be to purchase 12 complete mic sets for \$18,876.42. Their shortfall would be \$6,192.52. However, it could work with 8 mic sets and 4 extra lavaliers which would cost \$14,913.43. Their shortfall would be \$2,229.53.

They are requesting the County to help fund their shortfall.

Alternatives

Approve \$2,229.53 to fund the shortfall for 8 mics and 4 extra lavaliers or \$6,192.52 to fund the shortfall for 12 complete mics, to be paid from the Elk Point Recreation Grant Account.

Approve \$2,229.53 to fund the shortfall for 8 mics and 4 extra lavaliers or \$6,192.52 to fund the shortfall for 12 complete mics, to be paid from the general grant account

Deny the request for funding.

Recommendation

Councillor Dach is recommending to fund the shortfall of \$6,192.52 to purchase 12 complete mic sets for the Elk Point Theatre to be paid from the Elk Point Recreation Grant Account.

Additional Information

Originated By : pcorbiere



Box 1075
Elk Point, AB T0A 1A0

January 19, 2017

My name is LoAnne Smith I am the producer of the Elk Point Theatre Project. I was given your contact information from Jena Colbourne, she had said that maybe you would be able to help us.

We are a children's theatre group with 26 kids currently enrolled that are ages 6-16 from Elk Point, St Paul and rural areas. This is our 3rd year running and on April 29th and 30th we will perform The Wizard of Oz at the Allied Arts Center in Elk Point. Our rehearsals begin in October and are weekly until our performance the following spring (April). We are currently the only program for kids of this type in our area where we hold rehearsals for the most of the school year with a full length production at the end.

Last year we performed Annie. The show was amazing. The sets, costumes and kids were awesome. Our only downfall was the sound; we do not have access to the proper sound equipment. We need lavalier style mics that attach to the children's costumes or that are run through their hairline onto their forehead. So we decided to start fundraising. Last summer we ran a concession at the Canada Day festivities in Elk Point, ran a bingo, washed dishes, sold 50/50 tickets and collected donations from various sponsors such as Elk Point Community Lions, Elk Point Lions and other local businesses.

To date we've raised	\$12,683.90
Optimal set up for this year	
Quote for 12 complete mic sets	\$16,986.42
Quote for 3 boundary mics for stage floor	<u>\$ 1,890.00</u>
Total needed:	\$18,876.42
Elk Point Theatre Project Short	\$ 6,192.52

This set up below would require organization and more man power to switch kids out of body packs and wire them to get back on stage.

Quote for 8 mics with 4 extra lavaliers	\$13,023.43
Quote for 3 boundary mics for stage floor	<u>\$ 1,890.00</u>
Total needed:	\$14,913.43
Elk Point Theatre Project Short	\$ 2,229.53

Quotes for both the options listed above has been attached to this email.

The advantage of course to the set up for 12 complete mics is that there is no need to switch out body packs on the 4 extra kids that are only wired for sound.

Appendix 1 for 7.8.: Letter - Elk Point Theatre

So in short I would like to request sponsorship to help us purchase the 12 pack set to get us a good start on our goal of getting microphones for every child. This would mean a contribution of \$6,192.52. With that said we can also make due with a donation of \$2,229.53 it will just mean a bit more switching back and forth with the equipment with more chance of technical difficulties.

At the beginning of January of this year I sent in our application for the Elk Point Community Grant asking for \$2000. Initially it was due by January 6th with a 6-8 week time period in which we would find out if we were to qualify. I recently found out that the deadline for applications was pushed forward to March 16th which then puts us out of the running for that money to help us with mics for this year's show. We need to have them purchased in February so that the kids can rehearse with them and become familiar.

I have attached a donation letter that we have used to give to perspective sponsors or corporate sponsors to let them know a bit more about our group just for you to review. If you have any questions or need any further information about our group please call me at 780-645-8236 or by email.

Sincerely,
LoAnne Smith
Producer/Founder
Elk Point Theatre Project

ELK POINT THEATRE PROJECT

IS LOOKING FOR SPONSORS

This is our third production in Elk Point, last year we performed Annie Jr, and it was a huge success. We performed 2 shows to more than 300 people per show and more importantly the kids had a blast. We have started rehearsals in September for our production April 29 & 30, 2017.



This year's production.....

Jess Clarke is the our Director/Choreographer, Mrs. Clarke graduated from the University of Lethbridge in 2011 with a Bachelor of Fine Arts Degree, majoring in the Dramatic Arts. She moved to Elk Point in August 2013, and got involved with the March Dinner Theatre 2 months later. Jess recently directed/choreographed the Elk Point Choir's Dinner Theatre production of "Hello, Dolly!" in March 2015 and "Lucky Stiff" in March 2016. As well we have Quinn Shelton our musical director, Quinn is currently teaching music at the Elk Point Elementary School. We are very lucky to have such talented Directors, it will be a very exciting year.

In our past productions every aspect of our show was a hit except for the sound. Being a children's theatre we already struggle with quiet voices and of course a little stage fright. For The Wizard of Oz we are going to do our best to arm ourselves with better equipment, lavalier microphones for as many kids as possible as well as directional microphones for the stage floor. Of course we can have the most talented kids and the greatest sets and costumes but all of that could be a loss if the kids can't be heard.

I have received some quotes for the equipment needed and the cost to get a good start on our goal of mic'ing all the kids as well as the floor mics we are looking at needing approx \$35,000.00. This price would gets us 24 very high quality mics that are sweat proof and very durable which is very beneficial for active kids and will be a huge asset to our club. To date we have fundraised and had other sponsors totalling just over \$12,000.00 which will get us started on the first set of 12 mics.

Theatre education provides invaluable life-enhancing experiences for young people. Education in the arts teaches teamwork, responsibility, collaboration, leadership, empathy, and compassion. We hope, and strive, to provide for the youth involved in this program a heightened confidence, self-discipline, and better communication skills.

There is opportunity to be involved in so many ways from rehearsals to production involving all aspects of theatre such as, acting, dancing, lighting and sound, costuming, props and make-up, music and orchestration, IT'S ALL HERE!

If sponsorship is received before our shirts are printed names of Sponsors will be listed on back. All sponsors will be noted in our program at each show.

Cheques for donations can be made to:

Elk Point Theatre Project

Box 1075

Elk Point, AB T0A 1A0

Thank you for your support!

LoAnne Smith (780) 645-8236

Producer

Elk Point Theatre Project



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

Issue Summary Report

7.9. AG Ross Arena - Request for Funding

#20170208007

Meeting : February 14, 2017

Meeting Date : 2017/02/14 10:00

Meeting Type : Council Meeting

Background

On Tuesday January 31st, the County of St. Paul was made aware that the roof at the Elk Point Arena was damaged and causing a significant leaking of water into the facility. In cooperation with the Arena operators, the Elk Point Ag Society, the County initiated the insurance claim process which is still ongoing. The Ag Society received verbal notification from the insurance adjustor on February 8th that the current damage will not be covered under insurance as it is more of a maintenance issue. We are currently awaiting formal correspondence from the adjustor.

During preliminary budget deliberations, Council elected to increase its contribution from \$55,000 to \$75,000 for Elk Point recreational facilities in 2017.

The Elk Point Arena is hosting a provincial tournament in March and is looking to execute the roof repairs to ensure the facility is prepared for this important community event.

Councillor Ockerman is requesting to expedite a \$25,000 contribution for 2017 to the AG Ross Arena which will allow the Ag Society to carry out roof repairs while the insurance claim process takes its course.

Recommendation

Motion to contribute \$25,000 to the Elk Point Ag Society immediately for the purpose of carrying out roof repairs to the AG Ross Arena to be paid from the 2017 Elk Point Recreation Grant account.

Additional Information

Originated By : kattanasio



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

Issue Summary Report

7.10. Request for Funding - 65+ Senior Mixed Curling Team

#20170208005

Meeting : February 14, 2017

Meeting Date : 2017/02/14 10:00

Meeting Type : Council Meeting

Background

The 65+ Mixed Curling Team will represent St. Paul Zone 7 at the 55 Plus Provincial Championships in Grande Prairie from February 17-19. All travel and accommodation expenses are paid by the Seniors and they are requesting financial assistance to help offset some of these costs.

This request is being brought before Council as it falls outside the scope of policy ADM-51.

Recommendation

Administration is recommending to uphold policy.

Additional Information

Originated By : pcorbiere

Phyllis Corbiere

From: Ollie <ollie_zap@hotmail.com>
Sent: Monday, February 06, 2017 1:03 PM
To: Phyllis Corbiere
Subject: Fw: Funding for 65+ Senior Mixed Curling Team

To St.Paul County Recreation Department,

Our Senior 65+ Mixed Curling Team will be representing St. Paul Zone 7 in the 55 Plus Provincial Championships that will be held in Grande Prairie on Feb. 17-19. Since all costs are at our expense, we were wondering if some funding could be provided by your department to help lessen the expense for fees, travel, and accommodation.

Sincerely,
65+ Mixed Curling Team
Floyd Kunnas
Ollie Zapisocki
Wally Zapisocki
Maria Leskiw



COUNTY OF ST. PAUL NO. 19

BALANCING RURAL HERITAGE WITH A DIVERSE ECONOMY

POLICY OBJECTIVE:

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

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

POLICY STATEMENT:

A) ELIGIBILITY:

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

B) LEVELS OF FUNDING:

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

- 3) Individuals participating in an individual sport that have competed and qualified to advance to a provincial, national, or international competition (\$250.00).
- 4) Organizations hosting a provincial, national, or international event within the County for individual sports or events (\$500.00).

C) REQUESTS:

- 1) Administration is approved to process payment of grants per this policy provided the request meets the criteria above.
- 2) Council will be informed during the CAO's Report at monthly Council meeting of approvals under this Policy.
- 3) Requests from the community for grant funding that does not specifically meet these criteria will be advised that their request does not comply with County policy, but that they can appeal the Administrative decision to County Council.
- 4) Requests exceeding budgeted amounts for the fiscal year that meet the policy criteria will be brought to Council for ratification.
- 5) County Council will not consider any requests outside the scope of this Policy for any other extra-curricular activities or for anyone over the age of twenty-one (21).



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

Issue Summary Report

7.11. Village of Glendon - 10th Annual Pyrogy Bonspiel

#20170210002

Meeting : February 14, 2017

Meeting Date : 2017/02/14 10:00

Meeting Type : Council Meeting

Background

The Village of Glendon is holding their Pyrogy Bonspiel on Saturday, March 11th. The entry fee is \$100 per team.

In the past, the County sponsored two teams for this Bonspiel.

Recommendation

Administration is recommending to sponsor two teams for the Village of Glendon Pyrogy Bonspiel on March 11 in Glendon.

Additional Information

Originated By : pcorbiere

ATT: Mayor, Council, Administration and Staff

The Village of Glendon is holding a Pyrogy Bonspiel!!

This Bonspiel is held amongst the Municipalities. Teams may consist of Council Members, employees, administration and their spouse.

Number of teams is limited due to time restrictions

So act fast to guarantee a spot for your team.

The Bonspiel will be held

Saturday March 11th, 2017

Play to have your team name on the replica of the

Big Pyrogy

One day event



**\$100 entry fee per team
to cover banquet and costs.
Extra banquet tickets
may be purchased at a cost of
\$20.00 per ticket.
Must register for
the banquet in
advance.**

Please respond as soon as possible. Deadline: March 3, 2017

Maximum 2 teams per municipality

Municipality: _____

Team 1 _____

Team 2 _____

Number of extra banquet tickets _____

Please fax back to Village of Glendon at (780) 635-2100 or email to Glendon@mcsnet.ca

For more information contact: The Village of Glendon at 780-635-3807



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

Issue Summary Report

7.12. Bylaw No. 2017-03 - Amend LUB - Rezone PSE 16-58-9-W4

#20170208008

Meeting : February 14, 2017

Meeting Date : 2017/02/14 10:00

Meeting Type : Council Meeting

Background

Bylaw No. 2017-03 is being presented to Council to amend Land Use Bylaw No. 2013-50 as it relates to rezoning 3 acres in SE 16-58-9-W4 from Agricultural to Industrial Commercial. The landowner wishes to use the property for heavy equipment sales, lease and rental.

Land Use Bylaw

- Current Zoning - Agriculture
- Proposed Zoning- Industrial/Commercial
- Proposed Use - Industrial Medium

The property is part of the Town of St. Paul and County of St. Paul Inter-Municipal Development Plan. It is designated as Future Business Employment. No change will be required to the IDP.

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 give first reading to Bylaw No. 2017-03, as it relates to rezoning 3 acres in SE 16-58-9-W4 from Agricultural to Industrial Commercial.

Additional Information

Originated By : pcorbiere

COUNTY OF ST. PAUL REZONING APPLICATIONName of Applicant: NORTHERN SOURCE INC. Email: info@northernsource
rentals.comMailing Address: Box 267 ST. PAUL, AB T0A3A0Telephone (Home): 7806460774 (Business): 7806466108 (Fax): —

Registered Owner (if not applicant): _____

Mailing Address: _____

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

1. LEGAL DESCRIPTION OF LAND TO BE REZONED:a) All / part of the SE $\frac{1}{4}$ 16 section 58 township 9 range W4Mb) Being all / parts of Lot B Block _____ Registered Plan 8420293c) Total area of the above parcel of land to be rezoned is 3.0 acres _____ (hectares)**2. ZONING INFORMATION:**a) Current Zoning as per the Land Use Bylaw 2013-50: agricultureb) Desired Zoning as per the Land Use Bylaw 2013-50: commercial industrial Industrial / Commercialc) Proposed use as per the Land Use Bylaw 2013-50: industrial medium
Sales, consignment + rentalsd) Is the proposed use a permitted or discretionary use: discretionary usee) Is the proposed parcel located within an Area Structure Plan or Inter-municipal Development Plan? yesSt. Paul IDP - Future Business Employment

f) Information in support of the rezoning:

- No Heavy duty truck, trailer or yellow iron equipment sales
yard exists in a 100 mile radius of ST Paul that is bonded or
licensed presently.- The quick access to sales and marketing of heavy
equipment in the ST Paul area would be of benefit to
local businesses and the general public as a whole.- This type of expansion would strengthen the industrial park
area in the County of ST Paul located NE of the town of ST Paul,
which is already heavily impacted by heavy traffic.

3. LOCATION OF LAND TO BE REZONED:

- a) Is the land situated immediately adjacent to the municipal boundary? Yes _____ No ☒
- If "yes", the adjoining municipality is _____
- b) Is the land situated within 0.8 kilometres of the right-of-way of a highway? Yes ☒ No _____
- If "yes" the highway is No. 881 secondary
- c) Does the proposed parcel contain or is it bounded by a river, stream, lake or body of water, or by a canal or drainage ditch? Yes _____ No ☒
- If "yes", state its name _____
- d) Are there any oil/gas wells on or within 100 metres of the subject property(s)? Yes _____ No ☒
- e) Is the proposed parcel within 1.5 kilometres of a sour gas facility? Yes _____ No ☒
- i) Is the sour gas facility active, abandoned, or currently being reclaimed? _____
- g) Is there an abandoned oil or gas well or pipeline on the property? Yes _____ No ☒
- h) Is the proposed parcel within 1.5 km of a Confined Feeding Operation? Yes _____ No ☒
- ii) Does the proposed parcel contain a slope greater than 15% Yes _____ No ☒

4. PHYSICAL CHARACTERISTICS OF LAND TO BE SUBDIVIDED:

- a) Describe the nature of the topography of the land (flat, rolling, steep, mixed) flat
- b) Describe the nature of the vegetation & water on the land (brush, shrubs, tree stands, sloughs, creeks, etc.)

Its a low lying property that has been stripped and brought to grade with the use of clay.

5. WATER SERVICES:

- a) Existing Source of Water: CISTERN
- 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: SEPTIC TANK
- b) Proposed sewage disposal: SEPTIC TANK

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

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

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

Appendix 1 for 7.12.: Rezoning Application

REGISTERED OWNER OR PERSON ACTING ON BEHALF:

I, BRYCE BALMER hereby certify that (check one):
C/O NORTHERN SOURCE INC.

☒ I am the registered owner; or

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

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

Agent Signature

Date



Owner Signature

DEC 29/2016

Date

Owner Signature

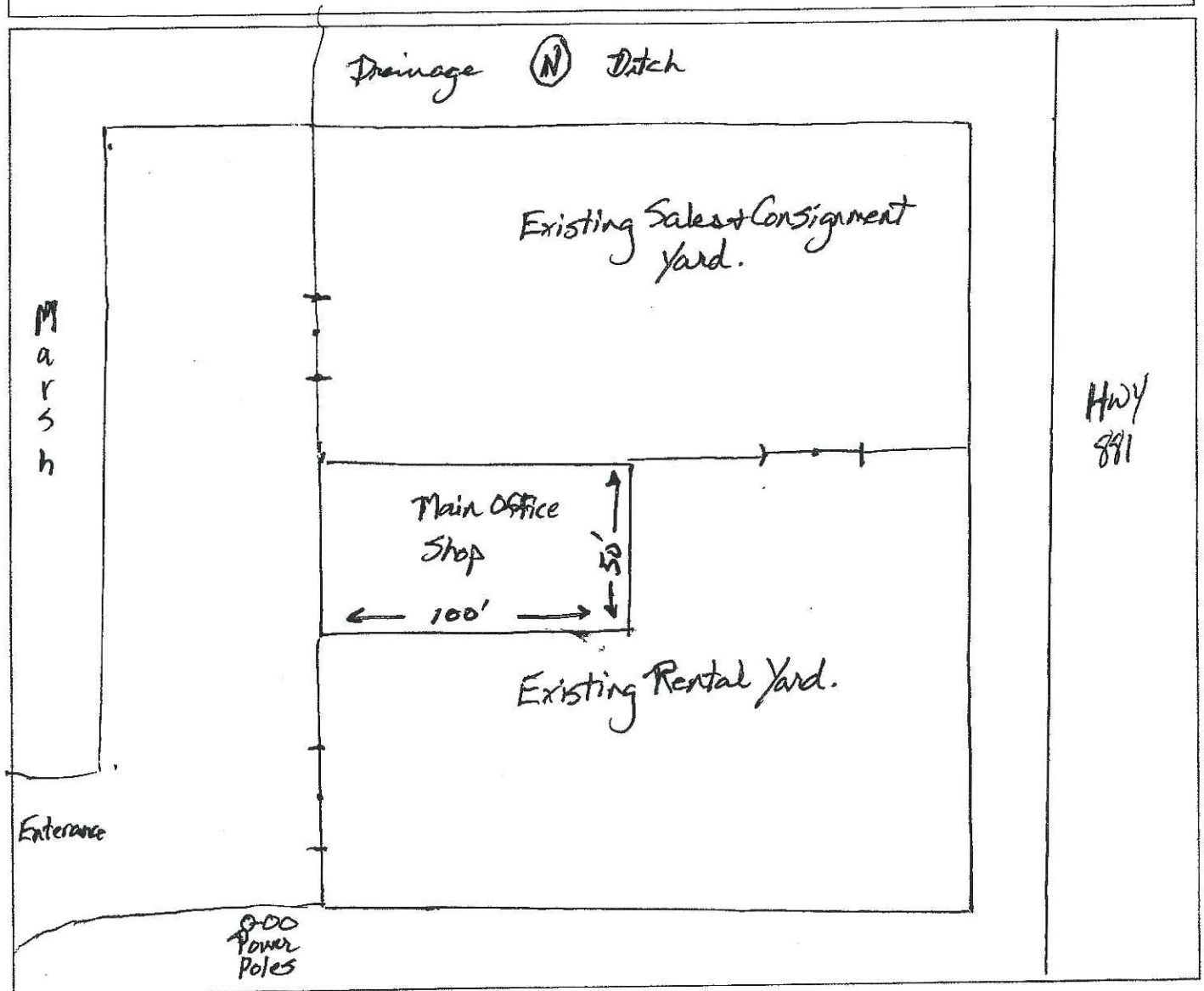
Date

Appendix 1 for 7.12.: Rezoning Application

Lot B Block _____ Plan 8420293 and/or Part of SE ¼ Sec 16 Twp 58 Rge 9 W4M

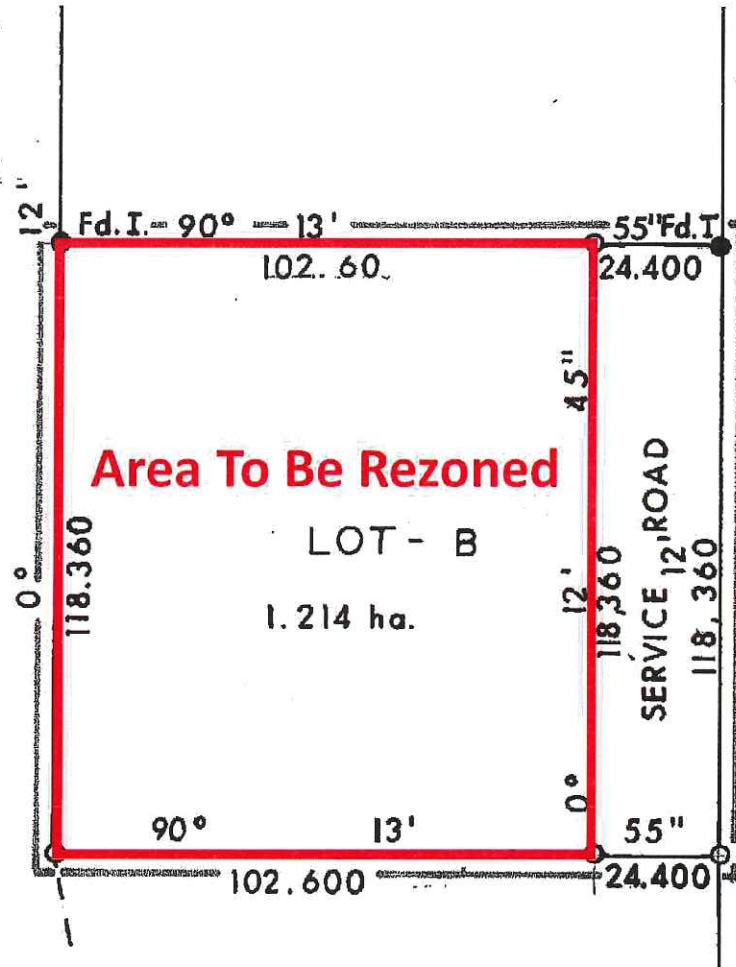
Proposed Sketch – please indicate/include:

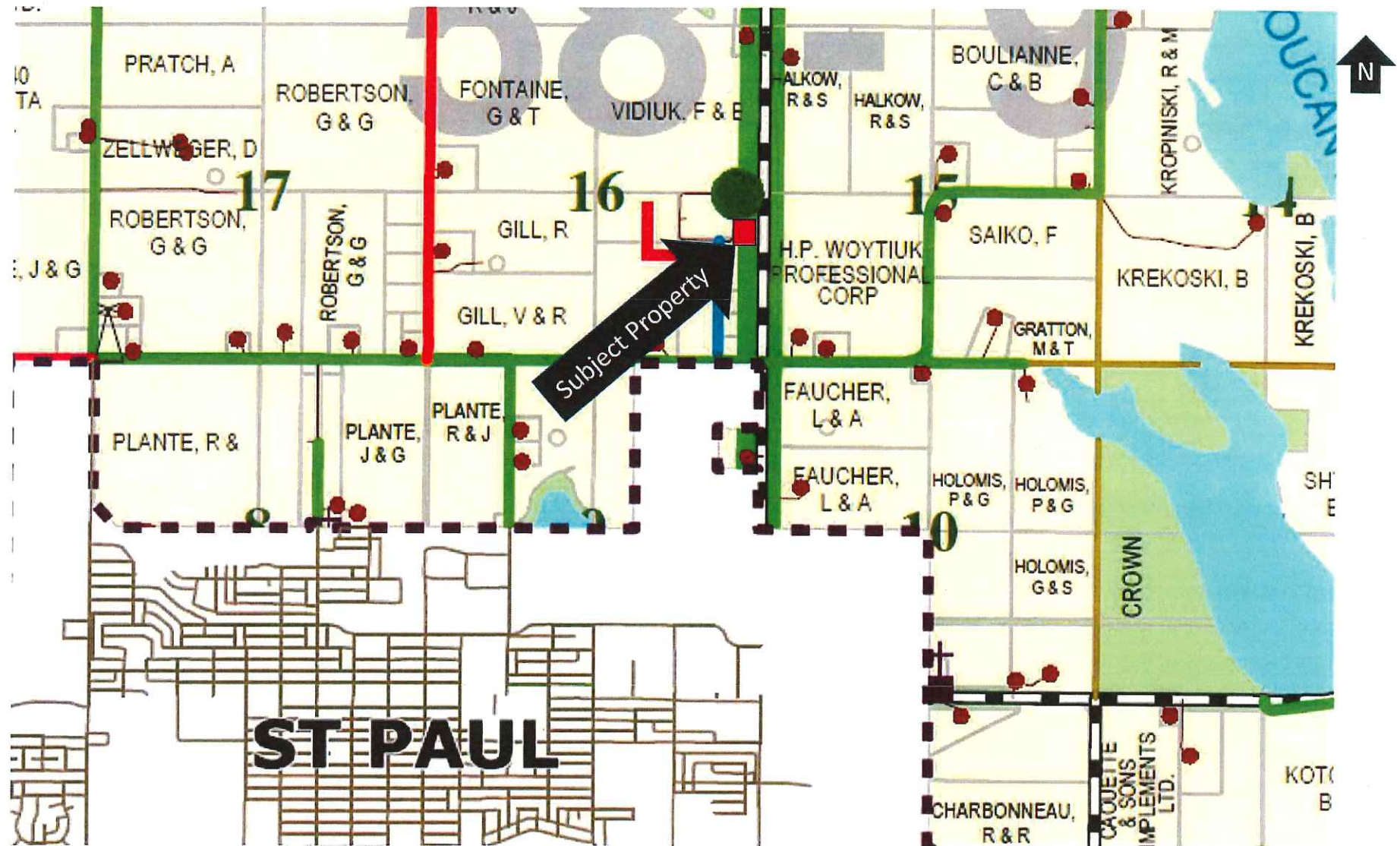
- The use, location and dimensions of buildings on the land and specify which buildings may be demolished or moved from property.
- Location of any water bodies on subject property.
- All developed and undeveloped road allowances.
- Indicate the North direction.
- Location of all right-of-way and easements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



Date: DEC 29/2016

Signature of Applicant: _____







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

Issue Summary Report

7.13. Explore Survey - Request for Extension on Subdivision File #20170208002

Meeting : February 14, 2017

Meeting Date : 2017/02/14 10:00

Meeting Type : Council Meeting

Background

On January 26, 2016 Explore Surveys Inc. received endorsement from the Subdivision Authority for their Plan of Survey on SW 7-58-8-W4, for a one-year period. They are requesting an extension to their subdivision file as they are waiting for their file to be reviewed by the Provincial Wetlands and Water Boundaries Unit, before the subdivision can be registered at Land Titles.

Section 657(6) of the MGA allows a Council to extend the one-year approval period, whether or not the time period has expired.

Recommendation

Administration is recommending to approve the extension of subdivision file S-2015-32 for a one-year period.

Additional Information

Originated By : kfedoretz

Appendix 1 for 7.13.: Letter from Explore Surveys

Head office
18941 - 111 Avenue NW
Edmonton, Alberta
T5S 2X4
Fax: 780-800-1927



www.exploresurveys.com

Branch Office
Box 1987, 5133-50 Ave
St. Paul, Alberta
T0A 3A0
Fax: 780-800-1927

Monday, January 23, 2017

File No. X059614-4
Subdivision File No. S-2015-32

County of St. Paul No. 19
5015 49 Ave
St. Paul, AB
T0A 3A4

Attn: Planning Department

Re: Extension of subdivision file S-2015-32 per Sec.657 (6) - Municipal Government Act
Within SW Sec.7 Twp.58 Rge.8 W4M

We would like to ask for an extension to this file as it expires on January 26, 2017. The file is currently in queue waiting for review by the Provincial Wetlands and Water Boundaries Unit. Land Titles requires the consent of the Provincial Wetlands and Water Boundaries Unit in order for the subdivision to be registered.

Please contact me should you have any questions.

Sincerely,

Katie Hunter, A.L.S.
Project Manager
Cell: (780) 293-8092
katie@exploresurveys.com

encl.
Subdivision Approval Letter



County of St. Paul No. 19

January 26, 2016

Our File Number: S-2015-32
Surveyor File Number: X059614-4

Explore Surveys Inc
Box 1987
St. Paul AB
T0A 3A0

Dear Sir/Madam:

RE: Plan of Survey
SW 7-58-8-W4M

The above noted Plan of Survey was approved on January 26, 2016. This approval is in accordance with Section 657 of the Municipal Government Act, R.S.A. 2000, as amended.

This approval is valid for 1 year.

Your subdivision can not be realized until you have registered this approved Plan of Survey at a Land Titles office.

If you have any questions, please contact our office at 1-780-645-3301.

Sincerely,

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

CC – Clement and Diane Fontaine



County of St. Paul No. 19

SUBDIVISION AUTHORITY APPROVAL

RE: PLAN PREPARED BY STEVE VOLLICK, A. L. S.
Surveyor File No. X059614-4
Our File No. S-2015-32

LEGAL DESCRIPTION: SW 7-58-8-W4M

We, the County of St. Paul No. 19, approve for registration the above plan.



Krystle Fedoretz
Subdivision Authority

January 26, 2016
Date

The plan is approved subject to the registration of the following:

N/A



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

Issue Summary Report

7.14. Bylaw No. 2017-02 - Borrowing Bylaw - Bring Water to the Hamlet of Mallaig

#20170206001

Meeting : February 14, 2017

Meeting Date : 2017/02/14 10:00

Meeting Type : Council Meeting

Background

Bylaw No. 2017-02 is being presented to Council for first reading. Bylaw No. 2017-02 is a bylaw to authorize the Council of the County of St. Paul to incur indebtedness by the issuance of debenture in the amount of \$720,120 to bring water supply to the Hamlet of Mallaig.

After first reading, the proposed bylaw based on estimated or tendered costs, must be advertised at least once a week for two consecutive weeks as per Section 606 of the M.G.A. The electors may, within 15 days from the date of the last publication of the notice, petition Council for a vote on the money bylaw.

If a valid petition is presented to Council within the specified time period, the Council may abandon the project, or, if it decides to proceed with the bylaw, shall first submit the bylaw to a vote of the electors, and if assented to by the vote, may proceed.

After the Bylaw receives second and third reading there is 30 days for the public to appeal the decision through the courts.

Recommendation

Administration is recommending to give first reading to Bylaw No. 2017-02, to authorize the Council of the County of St. Paul to incur indebtedness by the issuance of debenture in the amount of \$720,120 to bring water to the Hamlet of Mallaig.

Additional Information

Originated By : pcorbiere

COUNTY OF ST. PAUL NO. 19

BY-LAW NO. 2017-02

A Bylaw of the County of St. Paul No. 19 in the Province of Alberta to incur indebtedness by the issuance of debenture(s) in the amount of \$720,120 for the purpose of bringing water supply to the Hamlet of Mallaig

WHEREAS the Council of the Municipality has decided to issue a bylaw pursuant to Section 258 of the Municipal Government Act to authorize financing the project that brings water supply to the Hamlet of Mallaig.

Plans and specifications have been prepared and the total cost of the project is estimated to be \$10,200,000 and the Municipality estimates the following grants and contributions will be applied to the project:

Federal Funding	\$ 4,750,000
Provincial Funding	\$ 4,729,880
Debenture(s):	<u>\$ 720,120</u>
Total Cost:	\$10,200,000

In order to complete the project, it will be necessary for the Municipality to borrow the sum of \$720,120, for a period not to exceed 30 years, from the Alberta Capital Finance Authority or another authorized financial institution, by the issuance of debentures and on the terms and conditions referred to in this bylaw.

The estimated lifetime of the project financed under this bylaw is equal to, or in excess of FORTY (40) years.

The principal amount of the outstanding debt of the Municipality at December 31, 2016 is \$9,692,481 and no part of the principal or interest is in arrears.

All required approvals for the project have been obtained and the project is in compliance with all Acts and Regulations of the Province of Alberta.

NOW, THEREFORE, THE COUNCIL OF THE MUNICIPALITY DULY ASSEMBLED, ENACTS AS FOLLOWS:

1. That for the purpose of bringing water supply to the Hamlet of Mallaig the sum of SEVEN HUNDRED AND TWENTY THOUSAND ONE HUNDRED AND TWENTY DOLLARS (\$720,120) be borrowed from the Alberta Capital Finance Authority or another authorized financial institution by way of debenture on the credit and security of the Municipality at large, of which amount the full sum of \$720,120 is to be paid by the Municipality at large.

Bylaw No. 2017-02

Page 2

2. The proper officers of the Municipality are hereby authorized to issue debenture(s) on behalf of the Municipality for the amount and purpose as authorized by this bylaw, namely bringing water supply to the Hamlet of Mallaig.
3. The Municipality shall repay the indebtedness according to the repayment structure in effect, namely semi-annual or annual equal payments of combined principal and interest instalments not to exceed THIRTY (30) years calculated at a rate not exceeding the interest rate fixed by the Alberta Capital Finance Authority or another authorized financial institution on the date of the borrowing, and not to exceed EIGHT (8) percent.
4. The Municipality shall levy and raise in each year municipal taxes sufficient to pay the indebtedness.
5. The indebtedness shall be contracted on the credit and security of the Municipality.
6. The net amount borrowed under the bylaw shall be applied only to the project specified by this bylaw.
7. This bylaw comes into force on the date it is passed.

Read a first time this 14th day of February, 2017.

Advertised the day of , 2017 and the day of , 2017 in the St. Paul Journal and Elk Point Review.

Read a second time this day of , 2017.

Read a third time this day of , 2017.

Reeve

Chief Administrative Officer



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

Issue Summary Report

7.15. FCM Appointment as AAMDC Zone 5 Representative

#20170206009

Meeting : February 14, 2017

Meeting Date : 2017/02/14 10:00

Meeting Type : Council Meeting

Background

At the AAMDC Zone 5 meeting in January, Reeve Upham was appointed as the FCM representative until July 2018. All meeting expenses will be funded by AAMDC Zone 5. We require a motion to support Reeve Upham's appointment, to be funded by AAMDC Zone 5.

Recommendation

Administration is recommending to approve Reeve Upham's appointment as the FCM representative for Zone 5 until July, 2018, at no expense to the County.

Additional Information

Originated By : pcorbiere



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

Issue Summary Report

7.16. 2016 Strategic Plan - 4th Quarter

#20170206004

Meeting : February 14, 2017

Meeting Date : 2017/02/14 10:00

Meeting Type : Council Meeting

Background

The final update for the 2016 Strategic Plan was sent as a separate attachment due to the size of the document. Once approved, it will be posted on the website under the governance tab.

Recommendation

Motion to approve the final update to the 2016 Strategic Plan.

Additional Information

Originated By : pcorbiere



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

Issue Summary Report

7.17. St. Paul Airport Strategic Business Plan

#20170208003

Meeting : February 14, 2017

Meeting Date : 2017/02/14 10:00

Meeting Type : Council Meeting

Background

The County and Town of St. Paul recently applied for a STIP Grant to upgrade runway lighting at the St. Paul Municipal Airport. One of the requirements for this grant was the submission of a Strategic Business Plan for the Airport.

The draft copy of the Strategic Business Plan for the St. Paul Airport was approved by the St. Paul Airport Committee on February 1st, 2017 and is now coming before Council for approval.

Recommendation

Motion to approve the Strategic Business Plan for the St. Paul Municipal Airport.

Additional Information

Originated By : kattanasio

ST. PAUL MUNICIPAL AIRPORT STRATEGIC BUSINESS PLAN 2017-2020

**ST. PAUL, ALBERTA
FEBRUARY 1ST, 2017**



**ST. PAUL MUNICIPAL AIRPORT AUTHORITY
STRATEGIC BUSINESS PLAN**

ST. PAUL MUNICIPAL AIRPORT AUTHORITY STRATEGIC BUSINESS PLAN

CAPITAL DEVELOPMENT AND BUSINESS PLAN REPORT

1.0 - INTRODUCTION:

The St. Paul Airport is located approximately 4 kilometres west of the Town of St. Paul. The County of St. Paul and Town of St. Paul assumed control in the 1990s recognizing that the Airport is important to general aviation and potential economic development in the area.

When the municipalities assumed responsibility for the Airport it was also recognized that most airports in Canada did not generate a profit and required ongoing municipal support. However, like many public services such as roads, water lines, and recreation facilities, it was understood that the benefits of the Airport would be realized in other ways such as attracting and retaining aviation and other industry and business interests as well as providing facilities to accommodate Med-Evac transportation services, which benefit the health and safety of residents in the region. The municipalities viewed an Airport as being vital and desirable for their communities. In the 1990s, the municipalities were able to acquire a multi-million dollar facility for \$1.00.

2.0 - PLAN BASIS:

VISION

“A Welcoming Locale for the General Aviator”

MISSION STATEMENT

The mission statement for the St. Paul Municipal Airport is:

“To operate an airport that effectively promotes and serves general aviation while bringing pride and economic activity to the St. Paul region”

For the purposes of this plan, general aviation includes both commercial and non-commercial aviation activities including recreational pilots, flying clubs, flight training, agricultural aviation, and light aircraft manufacturing and maintenance.

VALUES

- Ensuring safety and security
- Excellence in customer service
- Managing an effective and cost efficient operation

- Open and effective communication
- Dedication to general aviation

OBJECTIVES

These objectives relate to the day-to-day operations of the Airport.

1. To ensure that all regulations are met and the Airport retains its certification
2. To ensure that airport facilities and equipment are maintained and improved as required
3. To operate a safe and cost efficient airport

These objectives relate to strengthening the Airport's future.

1. To maintain and improve existing business relationships and development
2. To respond effectively to development opportunities
3. To foster aviation-related business growth and development

3.0 - SWOT ANALYSIS:

STRENGTHS

- Location is convenient, lots of parking
- Low operating cost
- Strong municipal support

OPPORTUNITIES

- Strong economic conditions for oil and gas
- Close proximity to military base in Cold Lake; potential for partnership
- Strategic partnerships with local community organizations
- General aviation and land development
- Strengthening provincial relationships
- Leverage business opportunities with current tenants
- Leverage new technologies
- Non-aeronautical revenue sources

WEAKNESSES

- Airport infrastructure and services – limited runway length, deteriorating lighting system, equipment replacement, un-serviced land
- Awareness of the airport including brand and services
- Recognition of the value of the Airport in the region
- Lack of a flight school
- Capital funding and operating revenues
- Lack of succession plan for future staffing

THREATS

- Competition from Bonnyville Regional Airport and Cold Lake Regional Airport
- Alternative transportation options
- Lack of consistent funding support
- Changes in regulations
- NIMBY sentiments

4.0 - STRATEGIC PRIORITIES

The following is a summary of the action items for the Committee:

1) **EXPLORE ADDITIONAL REVENUE GENERATING MECHANISMS**

While the chief focus of the Airport is aviation-related activities, there is a substantial land base available that can be used for secondary and tertiary non-aviation-related economic opportunities. A suggested list of potential business opportunities and revenue streams includes:

Airside Businesses

- Med-Evac Operations
- Aviation Fuel Sales and Aircraft Parking Fees
- Hangar Lot Development
- Agricultural Crop Spraying
- Flight School Operations

Secondary and Tertiary Businesses or Revenue Generators

- Laydown and Equipment Storage Facilities
- Vehicle Storage Facilities
- Industrial/Commercial Land Development and/or Operations
- Golf Driving Range
- Agriculture/Apiary Use

With an intensive, targeted effort, it is reasonable to attain sufficient revenue to support day-to-day operations and maintenance.

2) **SPEARHEAD THE ESTABLISHMENT OF A ST. PAUL REGION FLYING CLUB**

Flying clubs offer fellowship, flight training opportunities, a variety of aircraft, and an opportunity to build community. These clubs provide value to members and create a unique opportunity for pilots to experience general aviation in your area. The most effective clubs bring people together and create a

supportive environment of like-minded individuals and fosters a sense of responsibility for the Airport facilities.

It is noteworthy that flying clubs can apply for society status, which makes them eligible for a variety of granting programs through the provincial government. Municipalities are ineligible to apply for many of these grant funding opportunities, so the establishment of a flying club creates an alternative source of revenue for the Airport that can aid with capital projects and airport upgrades, while also benefitting the primary users of the facility.

3) **LIAISE WITH ORGANIZATIONS AND BUSINESSES TO EXPLORE ECONOMIC DEVELOPMENT OPPORTUNITIES AND STRENGTHEN AIRPORT ADVOCACY**

St. Paul faces some challenges due to its proximity to the Bonnyville Regional Airport, which is roughly forty-five (45) minutes by car from the St. Paul Airport. Bonnyville boasts commercial flight service and is used by several industrial companies to transport employees. Given this competitive atmosphere, the St. Paul Municipal Airport faces some significant challenges as it seeks to position itself and derive additional economic benefits from the facility. Simply, there are fewer opportunities to grow given Bonnyville's strong presence in the region.

That said, the St. Paul Airport has had a series of inquiries over the past several years regarding new potential uses for the facility. Specifically, the Canadian military has requested information on the Airport to determine if the facility is acceptable for military training activities. The St. Paul Municipal Airport Committee will continue to keep the channels of communication open with the military and explore this possibility further.

As well, there are a number of oil and gas industrial companies in the St. Paul catchment area that may be able to derive economic benefit from the Airport. The Committee will make contact with these companies.

Historically, the St. Paul Municipal Airport has not had a formal relationship with any local community organizations. By liaising the St. Paul Chamber of Commerce, Alberta HUB, and other organizations that engage in economic development activities, the Committee can better disseminate information on the Airport to important economic actors and better understand ways that it can create value-added economic benefits that the Airport can generate.

4) **REPLACE CURRENT LIGHTING SYSTEM**

The St. Paul Municipal Airport's lighting system has experienced numerous challenges in recent years and the system has deteriorated significantly. The lighting system is ageing, has become unreliable, and requires replacement. The risks posed by a complete lighting failure creates pressing safety concerns.

Operating an aerodrome at night and in reduced and low visibility conditions requires installation, operation, inspection and maintenance of runway and taxiway lighting systems. A comprehensive preventative maintenance and inspection program for determining the functionality of lighting systems will enhance flight safety and proper acquisition of these visual aid cues for pilots by not permitting any distortion or confusion, due to lighting system failures.

If the proposed project is not completed, the Airport risks becoming inaccessible at night or during low or reduced visibility weather conditions. This not only has implications for recreational pilots and industrial traffic, but would preclude Medevac operators from providing emergency transportation services to larger hospital facilities when required, which endangers the health and safety of residents in the St. Paul region.

The Committee is recommending replacing the current lighting system and installing modern LED lights, which will also have the spillover benefits of reducing electricity costs and maintenance efforts.

5) **CRAFT A 20-YEAR CAPITAL PLAN**

Given the minimal revenue generated by the Airport, it behooves the Committee to craft a long-term capital plan. Inevitably, general wear and tear of the Airport facilities will result in deteriorating infrastructure that will require replacement. By prioritizing these projects now, the Committee will be able to proactively plan, prepare, and save for these eventualities.

5.0 - SUMMARY

The premise under which the municipalities assumed the Airport remains valid today – the Airport provides solid facilities for general aviation and airside businesses and acts as an important transportation hub for Med-Evac services. The municipalities recognize that the St. Paul Airport is never going to boast commercial airline travel; the municipalities recognize and are comfortable with this reality. Therefore, the St. Paul Airport will continue to operate as it was initially envisioned, serving as a welcoming locale for general aviation, which effectively promotes and serves recreational pilots and small airside business owners. That said, there is always room for improvement and focus should be directed towards measures that improve and enhance the Airport’s offerings.

Challenging times lie ahead. Greater responsibility will be placed on Airport owners and operators to ensure regulatory compliance. The St. Paul Airport will be faced with the introduction of new regulations and requirements, resulting in increasing costs to maintain Airport operation. Asset management will also be a key focus over the next twenty years to ensure the long-term sustainability of the Airport.



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

Issue Summary Report

7.18. Elk Point Airport Capital Development and Business Plan

#20170208004

Meeting : February 14, 2017

Meeting Date : 2017/02/14 10:00

Meeting Type : Council Meeting

Background

The County and Town of Elk Point recently applied for a STIP Grant to replace runway lighting infrastructure and carry out additional facility upgrades at the Elk Point Municipal Airport. One of the requirements for this grant was the submission of a Strategic Business Plan for the Airport.

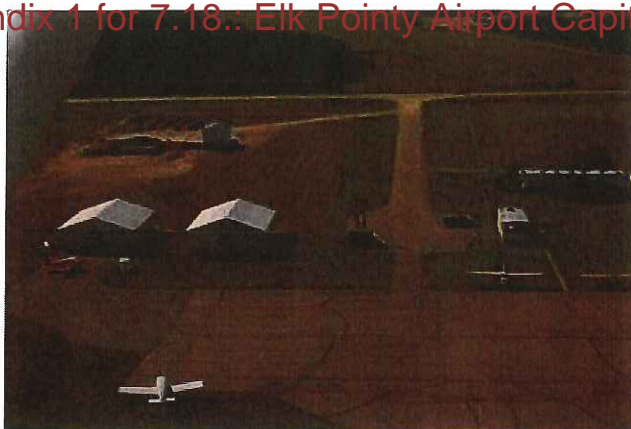
The draft copy of the Strategic Business Plan for the Elk Point Airport was approved by the Elk Point Airport Committee on January 19th, 2017 and is now coming before Council for approval.

Recommendation

Motion to approve the Elk Point Municipal Airport Capital Development and Business Plan.

Additional Information

Originated By : kattanasio



2017

Integrated Airport Systems Ltd.



Capital Development and Business Plan Report Elk Point Airport, Alberta

Integrated Airport Systems Ltd.

96 Lancaster Crescent
St. Albert, Alberta, T8N 2N8
Telephone: (780) 418-3054
Cell: (780) 915-4062
Email: skiasl@shaw.ca, iasl@shaw.ca
Web: <http://www.iasleng.com>

1/22/2017

CEJ6

January 22, 2017

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Capital Development and Business Plan Report Elk Point Airport, Alberta

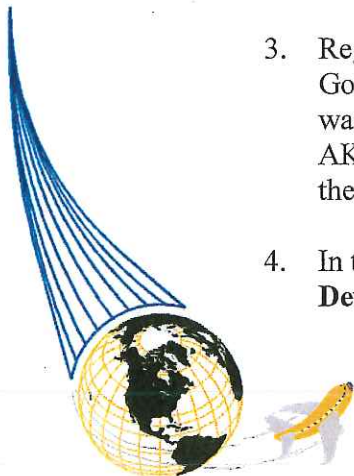
1.0 Objectives:

The Objectives of this Report are;

1. Review past history and the existing Management and Operations of Airports in Alberta, as well as the Elk Point Airport as a backdrop to moving forward.
2. Review the existing Airport infrastructure to determine TP 312 5th Edition Code compliance and identify existing operational shortcomings.
3. Identify future potential Airport infrastructure requirements to support Community, Business and Corporate aviation needs.
4. Identify potential business opportunities which could enhance and support Airport operations.
5. Provide information in support of a funding application through the Strategic Transportation Infrastructure Program (STIP).

2.0 History, Past Practice, Devolution and Responsibility:

1. Prior to the early 1990's the majority of the public Airports were designed, constructed and operated by the Federal Department of Transport and the Alberta Provincial Department of Transportation i.e. Airport dedicated units. All Airports were designed to meet Transport Canada TP -312 Standards.
2. Past practices, were that Alberta Transportation dedicated units worked closely with their Federal counterparts to design, construct and operate all registered Airports to "**Certified Standards**". The "**Authority Having Jurisdiction**" for all Airports was **Transport Canada**.
3. Regular inspections of all public use Airports were conducted by experienced Government Engineers and technical inspectors to ensure Airport infrastructure was **Safe and Code Compliant**. **TP-312 Codes and Standards** and Federal **AK Standards** were developed from many years of experience to supplement the **Codes** and provide design and operational guidance.
4. In the early 1990's both the Federal and Provincial Governments decided to **Devolve Airport Responsibilities** to local authorities.



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2.0 History, Past Practice, Devolution and Responsibility: (Cont'd)

5. The Federal Government **Devolved** their “**Certified**” Airports to Airport Authorities through leases i.e. Edmonton International Airport Authority, Calgary Airport Authority etc.
6. The Alberta Provincial Government **Devolved** their “**Registered**” Airports to local governments i.e. Cities, Towns, Municipalities etc.
7. In both cases Federal and Provincial Airport Engineering specialized technical units were disbanded without a comprehensive program of technology transfer to the new Airport operators.
8. However the Elk Point Airport has never been transferred to the Local Authority which was originally formed in 1977 and further reorganized in May 2011. The Airport Commission is represented by both the County St. Paul No. 19 and the Town of Elk Point. To date ownership and responsibility remains with the Alberta Provincial Government.
9. The Town of Elk Point and Airport Commission continue to operate the Airport under a Service Lease Agreement recently renewed for a 10 year term with the Provincial Government. Liability for airport deficiencies on code compliances and any safety related accidents resulting from the airport use clearly rests with the Alberta Provincial Government.
10. Under the County of St. Paul No. 19 By-law No. 1575 dated the 10th day of May 2011, it was agreed that the Elk Point Airport be owned and operated by the Town of Elk Point and the County of St. Paul. The Elk Point Municipal Airport Authority was established to operate the Airport.
11. The Elk Point Municipal Airport Authority is comprised of the following membership:
 - Two Council Members from the Town of Elk Point
 - Two Council Members from the County of St. Paul
 - Three members appointed at large and one being a member of the Elk Point and District Chamber of Commerce
 - One appointed by the Town of Elk Point
 - One appointed by the County of St. Paul



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2.0 History, Past Practice, Devolution and Responsibility: (Cont'd)

12. While the Airport Authority had originally intended to accept responsibility for the Airport in 2013 from the Alberta Provincial Government, it changed its position upon becoming aware of the numerous Airport Safety Code violations. Cost impact to correct the violations would have been directly tied to the community and would have required immediate funding for a safe code compliant operation. The community does not have funding available. Until the violations are corrected through funding arrangements from the Province, the ownership transfer agreement remains unworkable. This lack of funding has put the community in a high risk position, medevac operations are severely restricted and airport usability is very limited.
13. Once an agreement is negotiated between the Municipal Airport Authority and the Provincial Government then the transfer of ownership can be finalized.
14. After transfer, the responsibilities for the promotion of Airport business opportunities would be with the Municipal Airport Authority. The local Aviation Community, Chamber of Commerce, Business Leaders etc. are the most knowledgeable of the potential aviation business opportunities. The primary economic drivers in the Elk Point trading catchment area are oil / gas operations and development, agricultural, salt mining, manufacturing and tourism.
15. The Airport is a critical business attractor to Elk Point and surrounding Community in that it facilitates and supports corporate aircraft movements, resource company aircraft, local flying requirements and Medevac emergency air access to distant critical health care facilities.
16. Unfortunately Community Airports, like most transportation related infrastructures, cannot generate sufficient revenue from airside operations to sustain themselves. The “economy of scales” for aviation related businesses like pilot training, aircraft repair, maintenance and overhaul, electronic, radio and navigation system services, aircraft suppliers etc. cannot generate sufficient income from local aviation demand to support this type of local business.
17. In August of 2015, an Engineering study was completed to evaluate the conditions and code compliance of the Airport facilities. (Report Attached in Appendix A). The report identified a number of serious infractions that affect safe operation of the Airport. Most notably were tree obstructions within the approach paths on both ends of the Runway and a completely deteriorated Runway lighting system. These code infractions have downgraded the usability of the Airport to a “Day Visual Flight Rules” (VFR) facility. The impact to the Town and surrounding Community is significant because fixed wing medevac services are fully restricted to day visual good weather flight conditions only. A patient with critical injuries needing Medevac Airlift for specialty emergency services to larger service care hospitals will not have this available at night or during inclement weather conditions.



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3.0 Airport Operational Requirements:

On September 15, 2015 Transport Canada issued and promulgated T.P. 312 5th Edition of Aerodrome Standards and Recommended Practices. These standards are referenced by the Canadian Aviation Regulations (CARs). They set out Airport requirements to support safe aircraft operations such as:

- Physical Characteristics
- Obstacle Limitation Surfaces
- Visual Aids
- Technical Services

This new T.P. 312 5th Edition incorporates an operationally based concept that aligns with the International Civil Aviation Organization (ICAO). The implementation of standards under the operational concept is primarily based on Aerodrome operational level and physical aircraft characteristics such as:

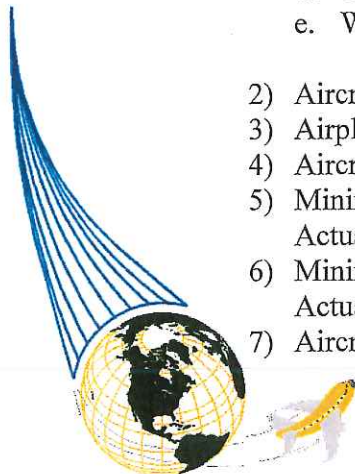
- Size and type of Critical Aircraft
- Type of Runway Classification i.e. non instrument, non-precision or precision
- Aerodrome Operational Limits i.e. obstacle clearance, transitional approach, Zoning etc.

The Beech King Air 200 was selected as the “Critical Design Aircraft.” Various models of the Beech King Airs are used by many private corporations, charter operators and Alberta Health Services Medevac operators.

While the existing airport is not serviced with a GPS approach it has been categorized as a Non-Precision facility to ensure it will meet minimum corporate standards.

Beechcraft King Air 200

- | | |
|---------------------------------------|--------------------|
| 1) Specifications: | |
| a. Maximum Take-off Weight (M.T.O.W.) | 12,500 lbs. |
| b. Approach Speed | 103 knots |
| c. Wing Span | 54.5 ft. (16.61 m) |
| d. Tail Height | 15 ft. (4.57M) |
| e. Wheel Base | 15 ft. (5 m) |
| 2) Aircraft Approach Category | |
| B | |
| 3) Airplane Design Group | |
| II | |
| 4) Aircraft Reference Code (ARC) | |
| B II (Runway) | |
| 5) Minimum Runway Width | |
| 75.4 ft. (23 m) (Non-Precision) | |
| Actual Runway Width | |
| 75.0 ft. (22.86) | |
| 6) Minimum Taxiway Width | |
| 10.5 m | |
| Actual Taxiway Width | |
| 9.14 m | |
| 7) Aircraft Load Rating | |
| 2.4 | |



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4.0 Airport Business Management and Strategic Planning:

While the primary function of the Airport is aviation related activities, there is a significant land base available that should and can be utilized for secondary “non-aviation” related business opportunities. With a focused aggressive Airport Development Program it is not unreasonable to attain sufficient revenue to support day to day operations and maintenance. A suggested list of potential business opportunities and revenue streams is:

Airside Business

- Hangar Lot Development – Sales / Leasing
- Aviation Fuel Sales and Aircraft Parking Fees
- Agricultural Crop Spraying
- Medevac Operations

Ground Side Business

- Personal Holiday Secure RV Storage.
- Agricultural i.e. Green House Operations, Grains, Crops, Feed Lots, etc.
- Community Garden Area, U-Pick, Commercial Tree Farm.
- Oil Field Laydown and Pipe Storage Facilities/Heavy Equipment.
- Biofuel Plant Operations.
- Forestry Fire Wood / Pellet Production Plant.
- Tire Recycling / Rubber Reprocessing Plant.
- Vehicle / Appliance Recycling Plant.
- Household Recycling and Sorting Centre.
- Transportation Companies Warehousing, Storage and Distribution.
- Heavy Equipment Auction Yard.
- Tourist Overnight Camp Ground Operations.
- Go-Cart / Dirt Bike Track.
- Community Sports Fields i.e. Soccer, Baseball, Football etc.
- Out Door Hockey Rink.
- Fenced Off Leash Dog Walk Area.
- Specialized Manufacturing Plants i.e. Green Technology Business, Electrical, Mechanical, Structural, Architectural, Pre-fabrication.
- Driver Training Area.
- Emergency Services Training Area.
- Municipal Storage Compound i.e. Equipment.
- Municipal Sand and Gravel Storage Yard c/w Salt / Calcium Chloride Shed.
- Golf Driving Range.
- Car Dealership – Vehicle Storage.
- Vehicle Impound Storage Area.
- School Bus Storage Compound.
- Industrial/Commercial Land Development i.e. Well Servicing, Work Camps etc.
- Airport User / Pilot Use Vehicle Services.



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5.0 Project Rational:

The existing capital investment in the Airport Infrastructure is estimated at a minimum of 20.0 million dollars. This project renewal investment in the Airport will maximize the potential benefit to the community for a minimum of 30 years (Life Cycle).

This Airport electrical rehabilitation component utilizes new proven “Green Technology” and will provide energy cost savings of over \$650,000.00 over the 30 year life cycle. In addition the obstacle clearance and zoning corrections will ensure a safe code compliant operational Airport.

These minimum enhancements will provide the necessary facilities to support economic development opportunities in the oil and gas, agricultural, tourist, commercial and forest fire suppression support services. A safe, code compliant Airport will ensure medevac services can be provided to maintain a quality health system for the community and surrounding area.

This eligible project fully complies with the stated objectives of the Government of Alberta’s four priority areas:

1. Economic:

- Direct and indirect job creation numbers projected during construction
- Number of estimated permanent jobs that will be created by the investment
- Potential for new business/industry development due to the project
- Increased sales projections for local business during and after construction
- Potential for enhanced tourism

2. Social:

- Ways in which the project connects residents and communities to goods and services.
- Access to health care, education or recreational opportunities.

3. Environmental:

- Ways in which the project will use construction methods that will protect the local environment.
- Improvements to local carbon footprint by shortened travel distances
- Use of green materials.

4. Innovation:

- Use of new structure types and materials that reduce the cost of the project.
- Use of new structure types and materials that reduces the environmental impact of the project or improves the carbon footprint in the area.



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5.0 Project Rational: (Cont'd)

Community airports are considered a necessary part of the transportation infrastructure and provide access to communities for resource industry, commercial, medical, tourism and personal travel.

Alberta's overall goal is to maintain and protect the existing network of public-use community airports to support safe airport operations, general aviation operations and commercial air charters, forest fire suppression, medevac operations, local and regional economic development, and protection of provincial investment in airports.

6.0 Safety Benefits:

The safety and use benefits for Airfield Lighting systems and Zoning Criteria are considered a basic need to operate an Airport. Airfield Lighting Systems enable a pilot to land or take-off from an Airport at night and during inclement weather conditions, Zoning ensure Obstacles will not infringe on Operational Surfaces for Aircraft using the Airport.

Safety:

- 1) As previously referenced all installations at Airports must meet minimum code requirements as set out in the Canadian Aviation Regulations (Promulgated on October 10th, 1996) [CARS](#) and TP-312 5th Edition recently amended in September 15th 2015. [\(TP 312\) 5th Edition - Transport Canada](#)
- 2) The standards have been developed to ensure minimum installation and operational requirements for Aerodromes meet accepted safety criteria which have been mandated by the International Civil Aviation Organization. [ICAO](#).
- 3) The program of work identified in the Engineering reports detail minimum upgrades needed to adhere to the standards and codes to ensure a safe operational facility.

7.0 Economic Benefits / Master Plan:

In May 2016 development plans were approved through the Environmental Protection Enhancement Act (EPA) for the expansion of a steam assisted gravity drainage (SAGD) oil project in the immediate Elk Point area. The cost of this expansion project is in the order of \$800 million dollars and will create approximately 250 construction jobs and 50 permanent operational jobs. The Elk Point Airport can play a pivotal role in the transportation of construction and operational workers to and from the site as the Airport is only minutes from the project development site.

Typical economic spin-off is a 3 to 1 ratio; feeding economic development for commercial and industrial business back into the community. i.e. Three dollars are locally reinvested complete with employment opportunities for every external dollar brought into the community.

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7.0 Economic Benefits / Master Plan: (Cont'd)

To meet minimum standards the Airport requires rehabilitation of the Electrical Systems and corrections to Obstacle Clearance and Zoning infractions.

An analysis of the existing investments and potential cost benefits are as detailed following:

Strategic Planning / Economic Benefits / Master Plan									
Cost / Benefit Analysis									
Item #	Description	Infrastructure Investment	Business Activity	Job Creation		Year	STIP Grant Funding	In-kind Applicant Funding	Other Funding
				Permanent	Construction				
1	Current Airport Infrastructure Investment	\$20,000,000.00	\$6,000,000.00	2	0	Existing	N/A	N/A	N/A
2	LED Electrical - Rehabilitation Capital Renewal	\$1,000,000.00	\$2,000,000.00	2	15	2017	\$1,000,000.00	N/A	N/A
3	Civil - Obstruction and Zoning Corrections	\$450,000.00	\$675,000.00	2	15	2018-20	N/A	\$450,000.00	N/A
4	Civil - Tree Clearing	\$250,000.00	\$375,000.00	0	10	2018	N/A	\$250,000.00	N/A
5	GPS Approach	\$45,000.00	\$90,000.00	0	5	2018-20	N/A	N/A	\$45,000.00
6	AWOS System	\$95,000.00	\$190,000.00	0	5	2018-20	N/A	N/A	*TBD
7	Hangar Lot Sales / Leasing	\$300,000.00	\$1,000,000.00	1	20	2018-27	N/A	*TBD	*TBD
8	Fuel Sales and Aircraft Parking Fees	\$25,000.00	\$15,000.00	1	2	2018	N/A	*TBD	*TBD
9	Airside Business Development	\$150,000.00	\$300,000.00	5	10	2018-27	N/A	*TBD	*TBD
10	Ground Side Business Development	\$350,000.00	\$1,500,000.00	25	25	2018-27	N/A	*TBD	*TBD
11	Oil and Gas Development Investment	\$800,000,000.00	\$2,400,000,000.00	50	250	2018-48	N/A	*TBD	*TBD
12	Community Commercial Business Development	\$500,000.00	\$1,500,000.00	30	35	2017-25	N/A	*TBD	*TBD
13	Recreation and Municipal Services Activities	\$75,000.00	\$112,500.00	4	10	2018-25	N/A	*TBD	*TBD
14	Health and Safety - Medevac	\$100,000.00	\$500,000.00	10	0	2017-18	N/A	*TBD	*TBD
Totals		\$823,340,000.00	\$2,414,257,500.00	132	402		\$1,000,000.00	\$700,000.00	\$45,000.00
Percent Funding Splits							57%	40%	3%

Note: * To Be Determined

8.0 Business Plan:

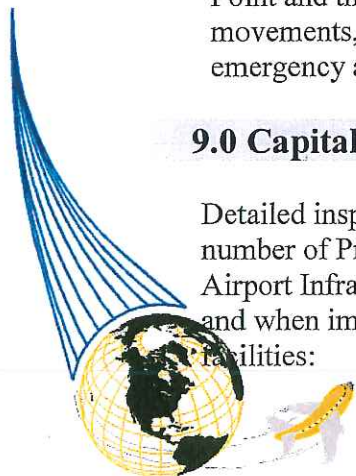
It has not been the practice for Alberta Community Airports to track and record Aircraft movement statistics. Normally a record book of flights is maintained in the terminal building and pilots are requested to volunteer this information.

Over the past number of years IASL have monitored Aircraft movements through an automated system we developed at a number of similar sized and type community Airports. From our experience and historical data we estimate the Aircraft movements at Elk Point Airport to be in the order of 1000 – 1200 annually. Approximately 40 movements would be attributed to medevac flights.

The existing Airport infrastructure deficiencies are impacting Airport usage and potential economic development opportunities. The Airport is a critical business attractor to Elk Point and the surrounding community in that it facilitates and supports corporate aircraft movements, resource company aircraft, local flying requirements and medevac emergency air access to distant critical health care facilities.

9.0 Capital Development Plans:

Detailed inspections of all the Airport physical facilities have been completed and a number of Preliminary Designs of the Capital Infrastructure Plans prepared. These Airport Infrastructure Plans meet Transport Canada recommended standards and codes and when implemented will provide safe reliable code compliant public use Airport facilities:



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9.0 Capital Development Plans: (Cont'd)

The Development Plan Reports are attached in (Appendix A):

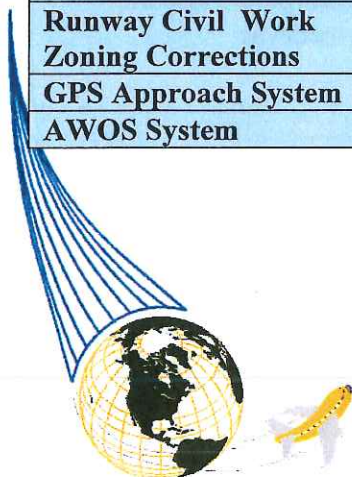
1. Engineering Report - Dated September 30, 2015 (Revised)
Airfield Lighting Systems and Zoning Review
Elk Point Airport
2. Elk Point Airport T.P. 312 5th Edition
Zoning September 2015 Rev 1
Drawings C 1 – C 5 and Cover
3. Airport Electrical Rehabilitation
LED Light Conversion
Elk Point Airport, AB.
Dated October 5, 2016

The Transport Canada T.P. 312 5th Edition, includes and provides for “Carbon Reducing” “Green Technology Energy Efficient” Airport Lighting Systems. It is recommended those be incorporated, designed and installed in lieu of the conventional high energy consumption systems (see Report Appendix A).

After a comprehensive review and evaluation of the Airport Capital Projects required to meet Codes and Standards and provide an operationally safe facility, the following Capital Renewal Program is recommended:

Capital Renewal Development Plan

Project Description	Year	Estimated Cost	Public Safety Requirement	Code Compliance	Aviation Safety Requirement
Energy Efficient Airport LED Electrical Rehabilitation	2017	\$1,000,000.00	Yes	Yes	Yes
Runway Approach & Transitional Zoning Corrections i.e. Tree Removal	2018	\$250,000.00	Yes	Yes	Yes
Runway Civil Work Zoning Corrections	2018-20	\$450,000.00	Yes	Yes	Yes
GPS Approach System	2018-20	\$45,000.00	Yes	+/- 250' Height	Yes
AWOS System	2018-20	TBD	Yes	+/- 250' Height	Yes



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10.0 Airport Business Management and Strategic Planning:

Recommendations

- 1) Obtain a commitment from the Province of Alberta that they will meet their obligations to upgrade the Airport infrastructure to comply with Transport Canada T.P. 312 5th Edition Safety Standards and Code.
- 2) Negotiate an agreement for the ownership, management, control and operation of the Airport.
- 3) Obtain Strategic Transportation Infrastructure Program grant funding
- 4) Utilize the Airport Authority to promote and develop both aviation and non-aviation related businesses.
- 5) Maximize the land development potential of the Airport Properties.

11.0 Signatures



Stan P. Kolomyjec, P.Eng
CEO Integrated Airport Systems Ltd.

January 22nd, 2017
Date

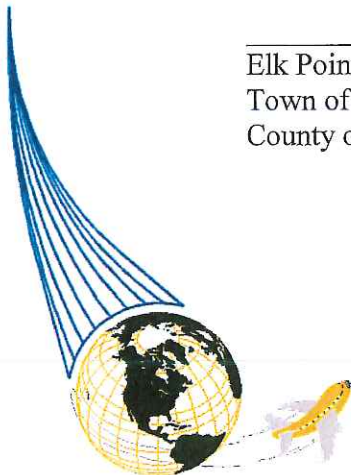


Paul Ouwerkerk, SPM Principal
Integrated Airport Systems Ltd.

January 22nd, 2017
Date

Elk Point Airport Commission
Town of Elk Point
County of St. Paul No. 19

Date



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

Issue Summary Report

7.19. AAMD&C Board Governance Review

#20160501005

Meeting : February 14, 2017

Meeting Date : 2017/02/14 10:00

Meeting Type : Council Meeting

Background

Every four years, the AAMDC forms a Board Governance Review Committee (BGRC) to ensure that the association's governance process serves member needs. The committee has already met twice and will continue to meet over the next two months. The committee's work will culminate with a report to membership at the upcoming AAMDC Spring 2017 Convention in March. The report will include recommendations on how the AAMDC's board governance could be improved, which will be voted on by AAMDC members.

As part of this process, they are seeking input from AAMDC members. The Board Governance Review questions are attached.

Does Council want to prepare a consolidated response to the survey?

Recommendation

As per Council's wishes.

Additional Information

Originated By : pcorbiere

AAMDC BOARD GOVERNANCE REVIEW QUESTIONS

Please include answers to the two introductory questions below.

1. This input is from what municipality?
2. Is this response a council position or an individual position?

Please provide input to any of the remaining questions as you see fit. These are the issues that the BGRC will be examining, and member input is appreciated. Feel free to skip questions in which your council has no input or opinion.

1. Membership

- 1.1 Is there a need to consider changes to AAMDC membership eligibility to accommodate for changes to types of municipalities/local government structures, past and upcoming, that should be addressed in the AAMDC's definition of full members (see membership definitions in [AAMDC bylaws](#))?
- 1.2 If there is a need to consider changes to the AAMDC's membership base, what changes should be considered?
- 1.3 Do the AAMDC's current district structure and boundaries properly represent members? If not, how could they be changed?

2. Board Structure

- 2.1 Does the current board composition (one president, one vice president, five district directors) adequately represent the membership?
- 2.2 Are the number of members and geographic area represented by board directors appropriate?
- 2.3 Is geographically-based board representation the ideal structure? If not, what alternate structures should be considered?
- 2.4 Is there a role on the board for non-voting representation from outside experts?

3. Board Roles and Responsibilities

- 3.1 In your view, what is the role of the AAMDC board?
- 3.2 Is there any need to consider changes to the board role to accommodate for the new MGA's revisions to councillor and municipality responsibilities?

3.3 Are board members currently accountable to:

- The membership overall?
- Their districts?

3.4 If not, how could accountability be improved?

3.5 Does your municipality conduct any council performance evaluation and/or improvement planning strategies that could be considered for adoption by the AAMDC board?

4. Governance Processes

Elections

4.1 Are the current two-year staggered terms of office for board directors appropriate?

4.2 Are current election processes appropriate?

4.3 Please suggest any improvement to the AAMDC's board election process.

Member input

4.4 Provide any input on the effectiveness of the resolution process and other processes used (surveys, etc.) to seek "overall" membership direction.

4.5 Please share your views on the potential role of advisory committees comprised of AAMDC members. Consider aspects such as composition, scope, time commitments, purpose, and cost.

4.6 What role do you believe municipal staff should play in providing the AAMDC with specialized advice?

4.7 Do you believe that district meetings could be more focused on providing the AAMDC with member input on issues?

5. Board Compensation

5.1 Please provide any comments or suggestions related to board expenses, per diems, and benefits.

6. Other

6.1 Please provide any other input or comments you believe will be helpful to the AAMDC Board Governance Review Committee



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

Issue Summary Report

7.20. Request to Waive Property Tax Increase

#20170209002

Meeting : February 14, 2017

Meeting Date : 2017/02/14 10:00

Meeting Type : Council Meeting

Background

The owners of PNW 11-58-11-W4 are requesting that Council consider waiving their property tax increase which will result due to the renovations they did to their garage to convert it into a suite for their handicapped son. The suite will be converted back to a full garage when their son no longer requires the suite. Administration checked with Alberta Works and there is no financial assistance available for the homeowner for this type of renovations.

The estimated increase in property taxes for 2017 will be \$378.93 .

Section 347 of the MGA allows a council to cancel all or part of a tax.

Alternatives

Deny the request to waive the tax increase, as it would be precedent setting.

Cancel the property tax increase resulting from the renovations to convert the garage to a suite for their handicapped son, under section 347 of the MGA.

Recommendation

Administration is recommending to deny the request to waive the tax increase, as it would be precedent setting.

Additional Information

Originated By : pcorbiere

Appendix 1 for 7.20.: Letter

TO : The County of ST. Paul

I am writing to request a deferral of a property tax increase due to a redevelopment of our garage into a partial suite for our handicapped son.

In 2015 we moved to the St Paul area for a future retirement and to allow our son the advantage of the better services available and better quality of life that could not be provided at our last residence.

The conversion of our garage to a partial suite can as a result of us trying outside services that ended in undesirable results ,we thought that this allow our son a supervised independent life in hopes that one day he may gain full independence.

The suite has been kept child safe i.e.; no stove etc. and will be converted back to a full garage when there is no longer a need.

We received no government funding on behalf of our son in this endeavor and may have to re Mortgage due to the cost of converting the Garage to provide an opportunity for him.

County of St. Paul has been kind to our family and we know moving forward that we have chosen the best possible place to reside for many years.

Sincerely,

Land Description SW 11-58-11-W4

Linc No.0029273463



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

Issue Summary Report

7.21. Lac La Biche County Request for Support to Lobby Provincial Government- Re Sport Fishing #20170209004

Meeting : February 14, 2017

Meeting Date : 2017/02/14 10:00

Meeting Type : Council Meeting

Background

Lac La Biche County Council is requesting Council's support in lobbying the provincial government to request that current sport fishing regulations in northeastern Alberta be revisited as the existing regulations make it difficult to diversify the economy, while at the same time harming the overall health of aquatic ecosystems by overprotecting predatory fish. The letter Lac La Biche County sent to the Minister is attached.

Recommendation

Administration is recommending to send a letter to the Minister of Environment and Parks supporting Lac la Biche County's request for the Provincial government to revisit the current sport fishing regulations in northeastern Alberta.

Additional Information

Originated By : pcorbiere



Lac La Biche County
welcoming by nature.

Office of the Mayor

February 1, 2017

Reeve Steve Upham
St. Paul County
5015-49 Avenue
St. Paul, AB T0A 3A4

Dear Reeve Upham:

On behalf of Lac La Biche County Council, I am writing to you to ask for St. Paul County's support in lobbying the provincial government on a matter of interest to both of our municipalities.

As a Council, my colleagues and I believe that current sport fishing regulations in northeastern Alberta should be revisited, and our organization has sent the attached letter that explains our position to Environment and Parks Minister Shannon Phillips.

Fishing is a favourite pastime for both residents and visitors to our region and the many accessible lakes and rivers are highly attractive to anglers, but we feel some of the existing fishing regulations are restrictive. In particular, a zero-catch limit for walleye is in effect on many water bodies. While we recognize the importance of conservation, this makes it difficult to market ourselves and the rest of northeastern Alberta as a prime destination for fishing, preventing us from maximizing the economic benefits of tourism.

I am writing to you in the hope that you and your Council will support Lac La Biche County by sending a letter of your own to Alberta Environment and Parks. It is our wish to see the Alberta Fishing Regulations revised in a way that will benefit our communities and help us achieve our tourism goals.

Sincerely,

Omer Moghrabi
Mayor

Enclosure

cc: Lac La Biche County Councillors
Shadia Amblie, Chief Administrative Officer



Lac La Biche County
welcoming by nature.

Office of the Mayor

February 1, 2017

Honourable Shannon Phillips
Minister of Environment and Parks
208 Legislature Building
10800 - 97 Avenue
Edmonton, AB T5K 2B6

Dear Minister Phillips:

On behalf of Lac La Biche County Council, I would like to follow up with you on a matter of importance to Lac La Biche County and neighbouring municipalities in northeastern Alberta. The existing sport fishing regulations in our region make it difficult for us to diversify our economy, while at the same time harming the overall health of aquatic ecosystems by overprotecting predatory fish.

Fishing is a favourite pastime for both residents and visitors to our region, and the many accessible lakes and rivers are highly attractive to anglers. However, outdated regulations do not give us the ability to promote our region to fishing enthusiasts, nor do they protect the diversity of local fish populations.

While a zero-catch limit for walleye is in effect on many water bodies, anglers are casting their lines in Saskatchewan or Manitoba where regulations are less restrictive. As such, the ability to keep fish caught in our lakes is a key aspect of our tourism strategy moving forward. We also believe that updating the regulations will ensure the long-term sustainability of our lakes and their ecosystems.

I hope you and your staff will find time to correspond with us on this important matter. As I indicated in my letter to you in October, we would like to request your support and endorsement for a full review of fishing regulations in our province. Our desired outcome is to have between 10 and 15 lakes in our region opened to walleye fishing, and monitored and stocked if necessary.

Thank you for your time and consideration. We would like to meet with you to discuss further, however, in lieu of an opportunity to meet with you directly we would also be willing to sit down with your Chief of Staff or Ministerial Assistant.

Sincerely,

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

Omer Moghrabi
Mayor

cc: Lac La Biche County Councillors
Shadia Amblie, Chief Administrative Officer



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

Issue Summary Report

7.23. - Rural Innovation Forum - March 9 & 10

#20170213001

Meeting : February 14, 2017

Meeting Date : 2017/02/14 10:00

Meeting Type : Council Meeting

Executive Summary

Motion for Reeve Upham to attend. He will speak to this item.

Additional Information

Originated By : pcorbiere



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Issue Summary Report

7.24. - Local to Global Eastern Alberta Trade Corridor - March 2

#20170213002

Meeting : February 14, 2017

Meeting Date : 2017/02/14 10:00

Meeting Type : Council Meeting

Executive Summary

Motion to approve Reeve Upham to attend.

Additional Information

Originated By : pcorbiere



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Issue Summary Report

7.25. - Library Board Conference - April 27-30

#20170213003

Meeting : February 14, 2017

Meeting Date : 2017/02/14 10:00

Meeting Type : Council Meeting

Executive Summary

Motion for Councillor Fodness to attend the Library Board Conference.

Additional Information

Originated By : pcorbiere



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Issue Summary Report

7.26. - Request to purchase Lot 7, Block 3, Plan 8021504

#20170213004

Meeting : February 14, 2017

Meeting Date : 2017/02/14 10:00

Meeting Type : Council Meeting

Additional Information

Originated By : pcorbiere

9. Reports

9.1. CAO REPORT



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

9.1. CAO Report

#20170119001

Meeting : February 14, 2017

Meeting Date : 2017/02/14 10:00

Meeting Type : Council Meeting

Additional Information

Originated By : skitz

10. Upcoming Meetings

- 10.1. FEB. 16 @ 8:30 A.M. - BROWNLEE LAW SEMINAR
- 10.2. FEB. 17 @ 8:30 A.M. - REYNOLDS MIRTH LAW SEMINAR
- 10.3. FEB. 28 @ 10:00 A.M. - PUBLIC WORKS



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Issue Summary Report

10.1. Feb. 16 @ 8:30 a.m. - Brownlee Law Seminar

#20170210004

Meeting : February 14, 2017

Meeting Date : 2017/02/14 10:00

Meeting Type : Council Meeting

Additional Information

Originated By : pcorbiere



County of St Paul No 19
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Issue Summary Report

10.2. Feb. 17 @ 8:30 a.m. - Reynolds Mirth Law Seminar

#20170210005

Meeting : February 14, 2017

Meeting Date : 2017/02/14 10:00

Meeting Type : Council Meeting

Additional Information

Originated By : pcorbiere



County of St Paul No 19
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Issue Summary Report

10.3. Feb. 28 @ 10:00 a.m. - Public Works

#20170210006

Meeting : February 14, 2017

Meeting Date : 2017/02/14 10:00

Meeting Type : Council Meeting

Additional Information

Originated By : pcorbiere

11. Financial

- 11.1. BUDGET TO ACTUAL
- 11.2. COUNCIL FEES
- 11.3. LISTING OF ACCOUNTS PAYABLE



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

Issue Summary Report

11.1. Budget to Actual

#20170119002

Meeting : February 14, 2017

Meeting Date : 2017/02/14 10:00

Meeting Type : Council Meeting

Background

A copy of the budget to actual will be presented to Council for review.

Recommendation

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

Additional Information

Originated By : skitz



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Issue Summary Report

11.2. Council Fees

#20170119003

Meeting : February 14, 2017

Meeting Date : 2017/02/14 10:00

Meeting Type : Council Meeting

Background

Council fees for the past month will be circulated for review.

Recommendation

Motion to approve the Council Fees for the Month of January, 2017 as circulated.

Additional Information

Originated By : glaramee



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Issue Summary Report

11.3. Listing of Accounts Payable

#20170119004

Meeting : February 14, 2017

Meeting Date : 2017/02/14 10:00

Meeting Type : Council Meeting

Background

A listing of Accounts Payable will be provided for Council's review.

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