



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

April 10, 2018 Council Meeting

Tuesday, April 10, 2018

Start time 10:00 AM

AGENDA

1. **Call to Order**
2. **Minutes**
 - 2.1 **March 13, 2018 Council Meeting (2018/03/13)**
3. **Bank Reconciliation**
4. **Additions to Agenda and Acceptance of Agenda**
5. **In Camera**
 - 5.1. **In Camera**
6. **Business Arising**
 - 6.1. **Lift Station Encroachment Agreement**
7. **Delegation**
 - 7.1. **11:00 a.m. - St. Paul Animal Shelter**
 - 7.2. **11:30 a.m. - Ed & Anna Girard**
 - 7.3. **1:00 p.m. - Mike Leroux**
 - 7.4. **1:30 p.m. - Synergy Chartered Accountants**
 - 7.5. **2:30 pm - Review Public Auction Properties - In Camera**
8. **New Business**
 - 8.1. **Lakeland Communities HAC Municipal Leaders Forum**
 - 8.2. **SLGM Mountain Refresher Conference - May 15-18**
 - 8.3. **Alberta Capital Finance Authority (ACFA) AGM**
 - 8.4. **2018 Municipal Operating and Capital Budget**
 - 8.5. **Bylaw No. 2018-06 - Tax Rate Bylaw**
 - 8.6. **Bylaw No. 2018-07 - Amend LUB - Rezone Part S 1/2 9-58-10-W4**
 - 8.7. **2018 Strategic Plan - 1st Quarter**
 - 8.8. **Mutual Fire Aid Agreement - Smoky Lake County**

8.9. **Husky Oil - Request to Rent Oil Tanks in Public Works Yard**

8.10. **ERWMS Commission - Request to Move Clay**

9. **Correspondence**

10. **Reports**

10.1. **CAO Report**

11. **Upcoming Meetings**

11.1. **April 17 @ 9:00 a.m. - Asset Management, Vermilion**

12. **Financial**

12.1. **Budget to Actual**

12.2. **Listing of Accounts Payable**

12.3. **Council Fees**

13. **Adjournment**

5. In Camera

5.1. IN CAMERA



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

Issue Summary Report

5.1. In Camera

#20180408004

Meeting : April 10, 2018 Council Meeting

Meeting Date : 2018/04/10 10:00

Meeting Type : Council Meeting

Background

In camera items to be presented at the meeting.

Recommendation

to go in camera as per Division 2, Part 1, Section 17 of the FOIP Act to discuss a public member appointment and Section 27 to discuss legal information.

Additional Information

Originated By : pcorbiere

6. Business Arising

6.1. LIFT STATION ENCROACHMENT AGREEMENT



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

Issue Summary Report

6.1. Lift Station Encroachment Agreement

#20180408001

Meeting : April 10, 2018 Council Meeting

Meeting Date : 2018/04/10 10:00

Meeting Type : Council Meeting

Background

At the March 27 Public Works Meeting, Council passed a motion to table the Encroachment Agreement with St. Arnault Lumber for the portion of the lift station encroaching on Lot 5, Block 3, Plan 1005EO in SE 25-60-10-W4, for more information regarding tax exemption of the lift station.

The Agreement has been amended in include Item No. 2 - Taxes which reads as follows:

The Municipality shall pay all municipal property taxes or assessments attributable to the Encroachment on the Owner's Land. The Owner agrees that the Municipality shall only be responsible for the municipal property taxes assessed in relation to the lift station structure and not the assessment related to the land.

Recommendation

Administration is recommending to enter into the Encroachment Agreement with St. Arnault Lumber and Building Supplies Ltd. for the lift station encroaching on Lots 5, 6 and 7, Block 3, Plan 1005EO.

Additional Information

Originated By : pcorbiere

Appendix 1 for 6.1.: Encroachment Agreement

THIS AGREEMENT MADE EFFECTIVE this ____ day of _____, 2018.

BETWEEN:

COUNTY OF ST. PAUL NO. 19
(hereinafter called the "Municipality")

- AND -

ST. ARNAULT LUMBER & BUILDING SUPPLIES LTD.
(hereinafter called the "Owner")

ENCROACHMENT AGREEMENT

WHEREAS:

A. The Owner is the registered owner of the lands located within the County of St. Paul No. 19, in the Province of Alberta, municipally described as 3306 Park Avenue, and legally described as:

PLAN 1005EO
BLOCK 3
LOTS 5, 6 and 7
EXCEPTING THEREOUT ALL MINES AND MINERALS

(hereinafter referred to as the "Owner's Land");

B. The Municipality has control and management of the open road allowance located along the south boundary of the Owner's Land (hereinafter referred to as the "Road Allowance");

C. The Municipality has constructed a lift station on the Road Allowance, a portion of which encroaches upon the Owner's Land (which encroaching portion is hereinafter referred to as the "Encroachment");

D. The Owner is prepared to permit the Encroachment to exist upon or over a portion of the Owner's Land, subject to the terms and conditions contained herein;

NOW THEREFORE THIS AGREEMENT WITNESSETH THAT in consideration of the payment of ONE (\$1.00) DOLLAR paid by the Municipality to the Owner, the receipt of which is hereby acknowledged, and in consideration of the mutual covenants and agreements contained herein, the Municipality and the Owner hereby agree as follows:

Grant of Encroachment

{B2720843.DOCX; 3}

1. The Owner hereby permits the Encroachment to exist upon the Owner's Land in the manner and location as is shown in red on the Surveyor Sketch which is attached hereto as **Schedule "A"** to this Agreement, subject to the terms, covenants and conditions contained within this Agreement.

Taxes

2. The Municipality shall pay all municipal property taxes or assessments attributable to the Encroachment on the Owner's Land. The Owner agrees that the Municipality shall only be responsible for the municipal property taxes assessed in relation to the lift station structure and not the assessment related to the land.

Term and Termination

3. The term of this Agreement shall be for the lifetime of the Encroachment, subject to the earlier termination of this Agreement as provided for within this Agreement.

4. In the event that the Encroachment at any time after the date of this Agreement is destroyed or removed from the Owner's Land, this Agreement shall automatically terminate, save and except for those terms which survive termination, and all rights and privileges granted to the Owner pursuant to the terms of this Agreement shall immediately expire.

5. In the event that the Encroachment is only partially destroyed, the rights and privileges granted to the Owner pursuant to the terms of this Agreement shall expire with respect to the partially destroyed portion of the Encroachment. In the event that the Owner and the Municipality cannot come to an agreement as to what would be reasonable in the circumstances with respect to the reconstruction of the damaged portion of the Encroachment, the parties may refer the dispute to be determined by arbitration in accordance with any existing Arbitration Act in force in the Province of Alberta. Any decision resulting from such arbitration proceeding shall be binding upon the Owner and the Municipality.

6. The Municipality hereby assumes, and shall remain responsible for, all risk of personal injury and damage to all real or personal property, including the lift station comprising the Encroachment, arising out of the presence of the Encroachment upon the Road Allowance and the Owner's Lands, regardless of how such injury or damage is caused.

7. The Municipality shall be entitled to terminate this Agreement upon 30 days written notice to the Owners, as required pursuant to section 13(1)(o) of the *Traffic Safety Act*.

General

8. Pursuant to section 651.2 of the *Municipal Government Act* this Agreement, and each of the terms, covenants and conditions contained herein, shall be of the same force and effect for all intents and purposes as a covenant running with the Owner' Land and the Road Allowance, and subject to the terms of this Agreement shall be binding upon, and enure to the benefit of, all future Owner of the Owner's Land throughout the existence of this Agreement.

9. The Municipality shall be at liberty to register this Agreement by way of Caveat against the title to the Owner's Lands in order to protect the Municipality's interests under the terms of this Agreement. Any such Caveat or other registration shall expire and shall forthwith be discharged upon the termination of this Agreement.

10. All notices to be given in relation to this Agreement, as well as all requests for prior written consent required under this Agreement, may be hand delivered or sent by prepaid courier or registered mail addressed to the parties as follows:

- (a) to the Owner at: the address of the registered owner of the Owner' Land, as stated on the title to that parcel; and
- (b) to the Municipality at: County of St. Paul No. 19
5015-49 Avenue
St. Paul, Alberta T0A 3A4
Attention: Chief Administrative Officer

or at such other address, in either case, as the Owner or the Municipality respectively may from time to time appoint in writing. Any notice sent in accordance with this paragraph shall be deemed to be given to and received by the addressee seven (7) days after the mailing thereof, postage prepaid, save and except for during periods of postal interruption and seven (7) days thereafter, in which case all notices required herein shall be sent by pre-paid courier or hand delivered and shall be deemed to have been given upon delivery.

11. The terms contained within this Agreement, including any recital and any Schedules attached hereto, shall constitute the entire agreement between the parties. Words within this Agreement importing number or gender shall be construed in grammatical conformance with the context or the party or parties in reference. Any term or provision of this Agreement which is found to be invalid or unenforceable shall be severed from the balance of the document, and shall not affect the enforceability of the remainder of this Agreement.

12. The parties hereby acknowledge and confirm that each was advised by the other to obtain independent legal or other professional advice, and that each has had an opportunity to read, review and understand the nature and effect of the provisions of this Agreement prior by executing this Agreement. Each hereby confirms that it has had the opportunity to seek independent legal or professional advice prior to executing this Agreement and has either:

- (a) obtained such legal or other professional advice; or
- (b) waived the right to obtain such independent legal or other professional advice.

IN WITNESS WHEREOF the parties have executed this Agreement to be effective the year and date first above written.

COUNTY OF ST. PAUL NO. 19

Per: _____ c/s

Per: _____

**ST. ARNAULT LUMBER & BUILDING
SUPPLIES LTD.**

Per: _____ c/s

Per: _____

7. Delegation

- 7.1. 11:00 A.M. - ST. PAUL ANIMAL SHELTER
- 7.2. 11:30 A.M. - ED & ANNA GIRARD
- 7.3. 1:00 P.M. - MIKE LEROUX
- 7.4. 1:30 P.M. - SYNERGY CHARTERED ACCOUNTANTS
- 7.5. 2:30 PM - REVIEW PUBLIC AUCTION PROPERTIES -
IN CAMERA



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Issue Summary Report

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

#20180404005

Meeting : April 10, 2018 Council Meeting

Meeting Date : 2018/04/10 10:00

Meeting Type : Council Meeting

Background

Josiah Clarke, St. Paul Animal Shelter Manager, will present information about their new plans for the animal shelter. The shortfall on their project is \$109,014.52. They will be requesting a cash contribution of \$55,000 and will also be making the same request to the Town of St. Paul. In 2016, they had applied for a CFEP grant but their application was denied.

At the May 24, 2016 Public Works Meeting, Council made a motion to provide the St. Paul Animal Shelter with up to 1000 yards of gravel to be delivered to the new animal shelter site located at PNE 6-58-10-W4.

Additional Information

Originated By : pcorbiere

Appendix 1 for 7.1.: Letter and Budget

In 2016 we had applied for the CFEP grant to build a \$500,000 facility, we unfortunately did not get the grant and had to scale down our plans from the original 4000 square foot facility. We planned on renovating the Quonset and attaching a 40x40 garage package to it. The Quonset will house the dog kennels and provide us with some storage space. The garage package will have the cat room, quarantine areas for both cats and dogs, an exam area, an office, utility room, and a meet and greet room. (see plans)

We received the quote for the building and it came at \$278,000. In quite a bit higher than originally projected, and that price does not include any of the services required to operate. The total for the project with the services puts the final number at just above \$305,000. Funding from all of our sources totals \$191,000 and is broken down as follows: \$132,000 in our building fund, \$20,000 from Bob Prosnie, \$10,000 The Lions Club, \$34,000 from our bingo fund. This leaves us with a short fall of \$109,000.

This project is needed by both the town and the county as there is no local facility to bring stray animals to and will help to control the stray animal population by providing a place to bring in stray animals to be fixed and adopted out and for every one dog or cat we fix, we prevent another 12-18 animals from contributing to the problem yearly. We are hoping that you will see the value in this project and will support us with a donation of \$55,000 we will also be going to the town for a donation of the same size.

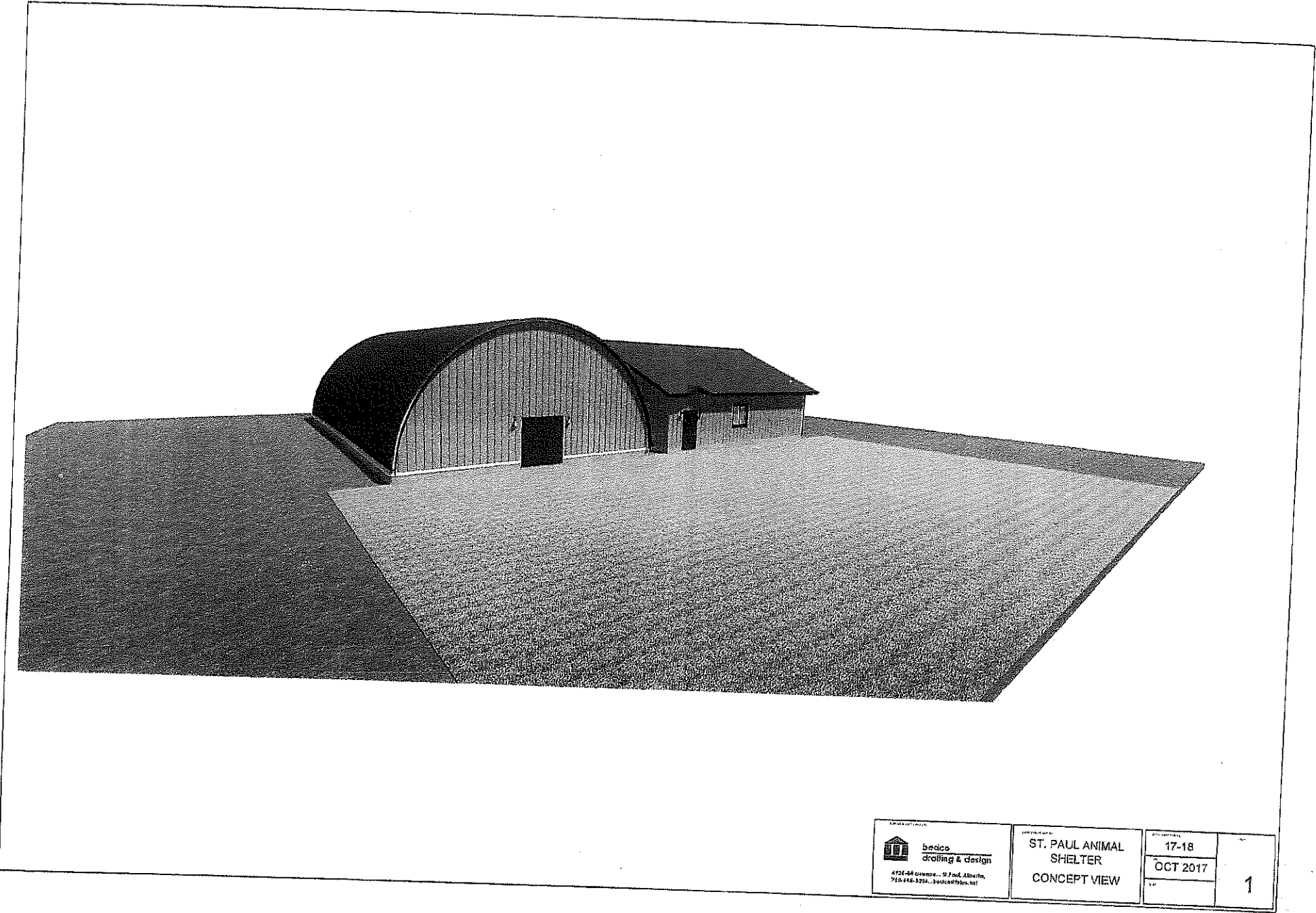
We realize that the county is not in the business of handing out money and we are willing to work with you on ways that you will be able to recoup your investment. I had heard that in the past you were paying for dogs to be euthanized after a 3 day hold and had a business that you would pay to hold the dogs and transport them to be euthanized, am I close in estimating the cost of that service at 250 per animal? I am also unsure of the volume of dogs that the county has to deal with on a yearly basis but we are hoping to work with the county to lower the cost per animal and to help the county provide a more humane way to deal with the animals.


We are currently looking into changing our intake fee's to be more in line with other shelters in the surrounding area fees for unfixed animals are going up to \$120. For your \$55,000 contribution, we are willing to offer you a reduced intake fee of \$80, which is an estimated cost savings of \$170 per animal dealt with for the first 5 years or 250 animals whichever comes first. If my estimate is correct this will save the county \$42,500 over the course of the 5 years. We are also willing to reserve 1 quarantine pen for county animals for the duration of the contract. I am hoping this is a fair starting point for both sides and we are willing to work with you on these issues.

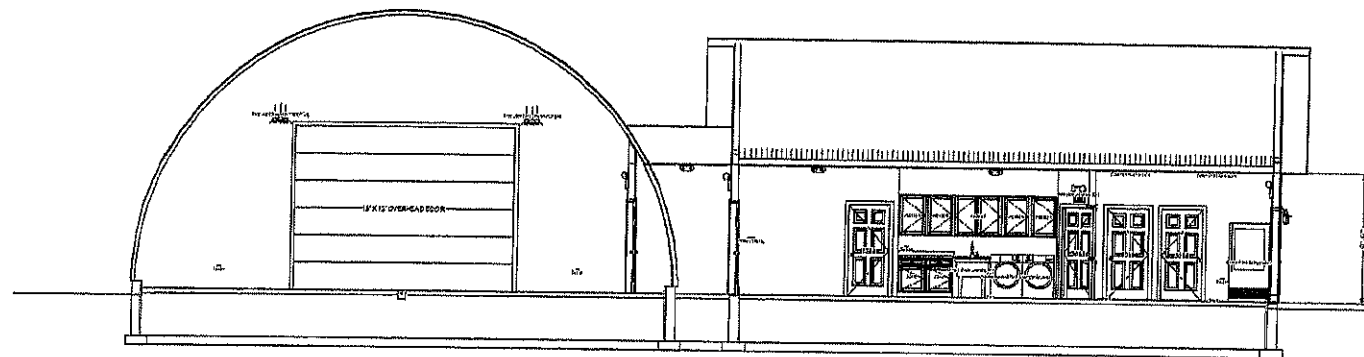
Along with those benefits the county would also be placed on the wall of recognition and be invited to participate in the ground breaking as well as the grand opening celebrations. Thank you for your time and consideration in this matter.

Appendix 1 for 7.1.: Letter and Budget

Project build a shelter				Funding Sources		
				Building Fund	\$132,524.38	
Services qoutes				Town of St Paul		
Septic tank + hook up to building	\$20,265.00			County of St Paul	\$25,000.00	of gravel
Well(new)	\$5,880.00			Bob Prosne	\$20,000.00	
well pump	\$1,394.00	\$27,539.00		Lions Club	\$10,000.00	once shovel is in ground
Gas hook up	\$2,000.00	estimate on my part have		Bingo fund for finishing	\$34,000.00	
Electric hook up	\$0.00	to nail down the price				
		free with farm plan				
route from murray for qounset and garage package	\$278,000.00					
				Grand Total for building	\$305,539.00	
				all funding sources	\$196,524.38	
				short fall	\$109,014.62	



 bedco drafting & design 4124-44 Avenue, S.E. 2nd. Alberta, T2B 4T6-3754, bedco@bedco.net	ST. PAUL ANIMAL SHELTER CONCEPT VIEW	17-18	1
		OCT 2017	



CROSS-SECTION A-A
1/4" = 1'-0"

MAIN ROOF SYSTEM:

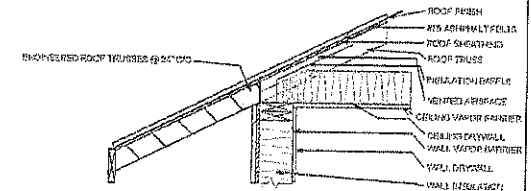
- NOMINAL 19 ga. COLORED RIBBED DURACLOD ROOF CLADDING, EXPOSED FASTENER, APPLY AS PER MANUF. SPECS.
- 1/2" C. SPRUCE PLYWOOD SHEATHING CW 1/4" CLIPS : NAIL VS 2-84mm/2" NAILS @ 6"12"
- 15# ASPHALT FELT (ENTIRE ROOF)
- ENGINEERED, 8/12 PITCH MAIN ROOF ENGINEERED ROOF TRUSS SYSTEM @ 24" O/C, CAV HIGH REEL, 24" OVERHANG, 2" X 8" FASCIA
- 24" OVERHANG, BISTALL, BRACE & BLOCK AS PER MANUFACTURER SPECS.
- (MANUFACTURER TO SUPPLY TRUSS SYSTEM LAYOUT, BLOCKING & BRACING DETAILS & REQUIREMENTS AND ENGINEER SEALED SHOP DRAWINGS A MINIMUM OF 5 WORKING DAYS PRIOR TO SCHEDULED DELIVERY)
- PRE-FINISHED, COLORED, PERFORATED, ALUMINUM SOFFIT & FASCIA SYSTEM.
- R 40 BLOW-IN CELLULOSE, ATTIC INSULATION.
- 6 mil COBB POLY VAPOR BARRIER
- CEILING DRYWALL 5/8" AQUA BOARD, TAPED & PAINTED

EXTERIOR WALL SYSTEM:


- NOMINAL 29 ga. COLORED RIBBED DURACLOD WALL CLADDING, EXPOSED FASTENER, APPLY VERTICALLY AS PER MANUF. SPECS.
- CERTIFIED AIR BARRIER APPLIED AS PER MANUF. SPECS
- 3/8" OSB SHEATHING : NAIL VS 2-84mm/2" NAILS @ 6"12", SOLID BLOCKING AT ALL BREASTING EDGES
- 2" X 4" @ 16" SPP STRAPPING @ 24" O/C W/ FILLED W/ 1 1/2" XPS INSULATION
- 2" X 6" @ 24" SPP STRAPPING @ 24" O/C
- 42 BTR FIVE MUDDILL
- R 20 BATT INSULATION
- 6 mil COBB POLY VAPOR BARRIER IF BATT INSULATED
- INTERIOR DRYWALL 1/2" AQUA BOARD DRYWALL
- INTERIOR WALL SYSTEM:
- 1/2" AQUA BOARD DRYWALL
- 2" X 4" @ 24" SPP STRAPPING @ 16" O/C
- 42 BTR PWF LOWER PLATE
- 1/2" AQUA BOARD DRYWALL
- NOTE:
- KENNEL ROOMS & AND ANIMAL ROOM WALLS TO BE LINED WITH 3/8" OSB BACKER AND 1/2" PLASTIC BEAD BOARD FINISH.
- NOTE:
- ALL INTERIOR WALLS TO SIT ON 8" HIGH CONCRETE CURBS

FOUNDATION SYSTEM:

- A FROST WALL STRIP FOOTING FOUNDATION MAY BE UTILIZED FOR THIS BUILDING. NOTE BASE OF FOOTING MUST BE AT LEAST 48" BELOW GRADE FOR FROST PROTECTION.
- TYPICAL REINFORCED CONCRETE FOOTING:
- 8" THICK X 20" WIDE 25 MPA CONCRETE
- MAX 10mm LATERALS @ 18" O/C & 3-10mm LONGITUDINALS CONTINUOUS
- TYPICAL REINFORCED CONCRETE FROST WALL:
- 8" X 48" CONCRETE FROST WALL, 25 MPA CONCRETE
- MAX 2-10mm T & B @ CENTER & 10mm VERTICALS @ 18" O/C
- TYPICAL REINFORCED CONCRETE FLOORING SLAB:
- 4" THICK REINFORCED CONCRETE SLAB, 25 MPA, SURFACE HARDENED AND SEALED.
- MAX 10mm EACH WAY @ 18" O/C
- 6 mil COBB POLY VAPOR BARRIER
- 8" COMPACTED WELL GRADED SAND BASE COMPACT TO 100% PROCTOR
- COMPACTED CLEAN CLAY OR CLAY TILL FILL IF REQUIRED COMPACTED TO 100% PROCTOR
- SAWCUT SLAB @ 18" O/C MAXIMUM
- INSTALL REINFORCE, FOUR & CURE AS PER NBC-410 2014 SPECS.



RAFTER TO WALL CONNECTION DETAIL
NOT TO SCALE

 4755-46 avenue, St Paul, Alberta, T3A 1P5-5126, Canada (584-1111)	ST. PAUL ANIMAL SHELTER CROSS SECTION	17-18 OCT 2017 AS SHOWN	6
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SPECIFICATIONS

GENERAL

All materials and construction procedures shall be in compliance with the latest editions of the following:

- National Building Code
- CSA Standards, in particular:
 - A23.1 Concrete Materials and Methods of Concrete Construction
 - A23.2 Methods of Test for Concrete
 - A23.3 Design of Concrete Structures for Buildings
- A5 Portland Cement (Part of A3000 Cementitious Materials Compendium)
- G30.18 Billet - Steel Bars for Concrete Reinforcement
- Owners Specifications

CONCRETE REINFORCEMENT

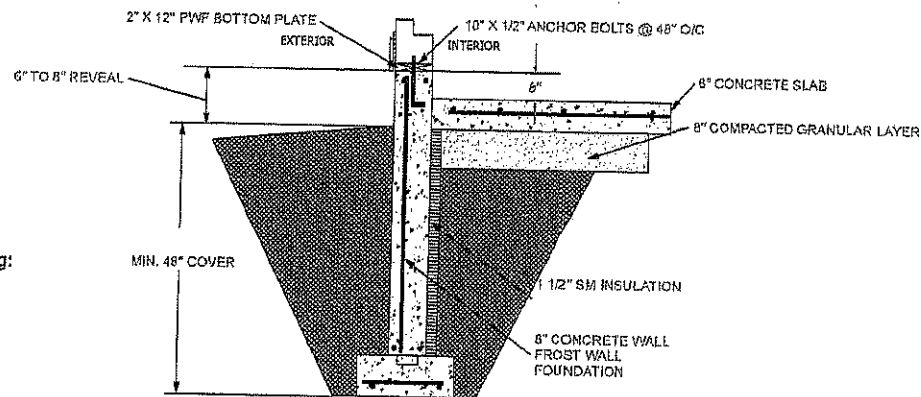
1. Deformed bars of new material conforming to G30.18, Grade 400 MPa (60 ksi)
2. Fabricate and place reinforcing in accordance with CSA Standard A23.1 with the following concrete cover:
 - Top/Bottom of Foundation Walls 75 mm (3")
 - Sides of Foundation Walls 60 mm 9 2 1/2")
 - Sides of Footings 75 mm (3")
3. Extend all reinforcing around corners and use corner bars.
4. Ensure reinforcement is clean and free of oil, mud, most rust and mill scale.

CAST - IN - PLACE CONCRETE

1. All concrete to be supplied and placed in accordance with CSA Standard A23.1.
2. All concrete to attain a minimum 28 day compressive strength of 25 MPa using NORMAL PORTLAND cement type (10). Maximum aggregate 19 mm (3/4"), slump 80 mm + or - 20 mm (3 1/4" = or - 3/4"), maximum water cement ratio 0.45.
3. Interior slab on grade: 25 MPa using normal portland cement (type 10). Type (50) for wash slab.
4. Air content for exposed concrete shall conform to A23.1 Section 14.
5. Patch form tie holes in all exposed concrete.

EXCAVATION AND FILL - SITE PREPARATION

1. Vegetation and topsoil within all development areas should be stripped and removed from the site. Following this removal the areas should be scarified to a minimum depth of 150 mm (6") and moisture conditioned to within 2 percent above optimum moisture content. Following moisture conditioning, the stripped areas should be proof rolled to identify loosened or softened areas. Any soft areas should be over - excavated, backfilled and compacted to 98% standard proctor maximum dry density (SPD).
2. Should fill be required to raise subgrade elevation, it should be compacted to 98% SPD in lifts not greater than 150 mm (6") in compacted thickness.



FOUNDATION WALL REINFORCING DETAIL

CONCRETE REINFORCING SCHEDULE					
SYMBOL	WIDTH	HEIGHT	VERTICAL	REINFORCING	
				HORIZ. LATERALS	HORIZ. LONGITUDINALS
FOOTING	20"	8"	-	10mm @ 16" O/C	3-10mm BARS CONTINUOUS
WALLS**	8"	48"	-	10mm VERT @ 18" O/C	2-10mm BARS T & B & CENTER
FLOOR *	-	6"	-	10 mm @ 16" O/C	

** REFER TO ICF MANUFACTURER FOR REINFORCING SPECIFICATIONS, THEY WILL SUPERCEED THESE SPECIFICATIONS

SLAB BASE PREPARATION

1. Measures should be taken to ensure water is not allowed to pond on the subgrade during or after construction, as uncontrolled detrimental swelling may result. Similarly it is critical to ensure that exposed subgrade is not permitted to dry out during construction, prior to floor slab placement.
2. Imported low to medium plastic cohesive general engineered fill, such as the site clay till, may be used as Interior subgrade fill provided that the fill is placed and compacted prior to foundation excavations.

This material should be moisture conditioned to between 0 and 2 percent of standard Proctor maximum dry density. Cohesive engineered fill should be compacted with relatively large, sheepfoot compaction equipment.

3. Slab - on - grade floors should rest on at least 150 mm (6") of compacted gravel screenings or fill sand.

This granular bedding course should be compacted to 100% SPD in lifts not exceeding 150 mm (6") in compacted thickness. Granular general engineered fill is best compacted with vibratory smooth drum compaction equipment.

4. Provide 6 mil polyethylene vapor barrier immediately below the floor slab, unless otherwise directed.

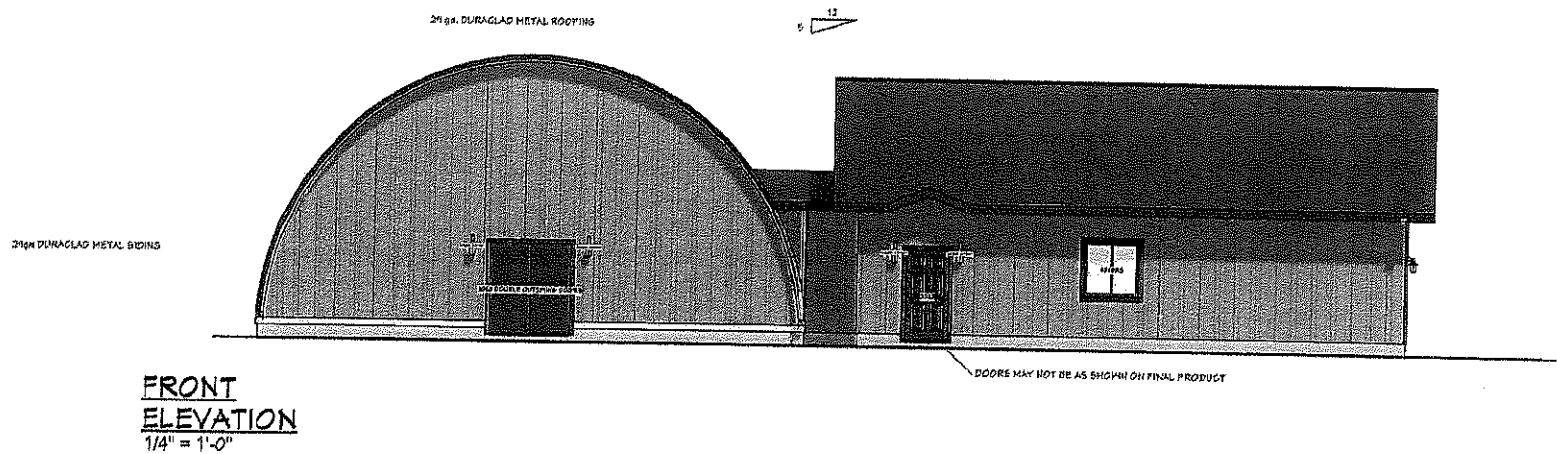
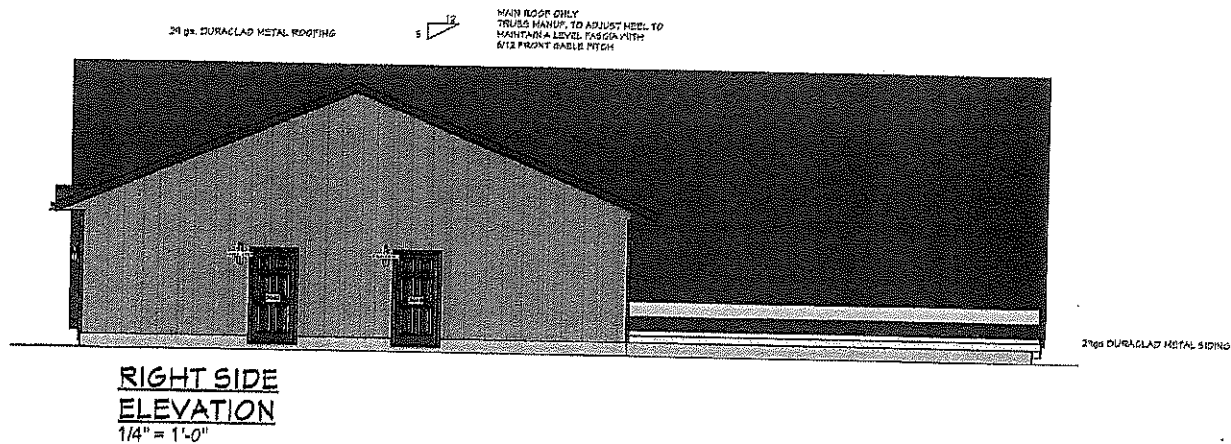
5. Provide positive site drainage away from the building.




ST. PAUL ANIMAL SHELTER
CROSS SECTION

17-18
OCT 2017

7



 bedco drafting & design 4114-A4 Avenue, St. Paul, Alberta 780-465-5254...bedcodrafts.net	ST. PAUL ANIMAL SHELTER		17-18	2
	ELEVATIONS		OCT 2017	
			AS SHOWN	

Appendix 3 for 7.1.: Background Information

Background on Animal Shelter

October, 2015 Council Meeting

Charlene Whiskeyjack, Shelter Manager and Brenda Mailloux, Secretary of the St. Paul Animal Shelter were admitted to the Council Room at 11:05 a.m. to discuss their plans to break ground at their new location in the Spring of 2016. They are currently in the fundraising stage.

Charlene advised that their short term goals are to get into new building, maintain their contract with the Town and enter into a contract with the County. Their long term goals include looking for a contract with the Town of Elk Point and possibly other towns if they have the space.

Council briefly discussed the work that the County could do as work in kind to help prepare the site. Council also suggested that they apply for a CFEP grant and that they work with the planning and development department to discuss zoning for the proposed facility.

The delegation left the Council Room at 11:22 a.m.

May 10, 2016 Council Meeting

Anna Leskiw, President of the St. Paul Animal Shelter and Murray VanBeen, Project Manager were admitted to the Council Room at 11:30 a.m. to discuss their progress on the new animal shelter at NE 6-58-10-W4, which they plan to start in 2016. They are requesting assistance from the County to remove the debris and cement, remove the old shed, strip the topsoil and stockpile the black dirt. They also requested a donation of gravel.

Ms. Leskiw informed Council that the Towns of Elk Point, Lac La Biche and Two Hills have been contacted about the space available in the new animal shelter. Following their presentation, the delegation left the Council Room at 11:43 a.m.

May 24, 2016 Public Works Meeting

Following the presentation at the May Council Meeting, Public Works met with Anna Leskiw at the new site for the Animal Shelter. Public Works provided the following breakdown of the costs to prepare the site for construction:

Gravel	100 yds @ \$25/yd	\$25,000
D7R Crawler	20 hrs @ \$182/ hr	\$ 3,640
627 Buggy	10 hrs @ \$338/hr	\$ 3,380
Packer	10 hrs @ \$187/hr	\$ 1,870
	TOTAL	\$33,890

Motion to provide the St. Paul Animal Shelter with up to 1000 yards of gravel to be delivered to the new animal shelter site located at PNE 6-58-10-W4.



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Issue Summary Report

7.2. 11:30 a.m. - Ed & Anna Girard

#20180404006

Meeting : April 10, 2018 Council Meeting

Meeting Date : 2018/04/10 10:00

Meeting Type : Council Meeting

Background

Ed Girard, the resident of Lottie Lake who parks his truck along Township Road 590 will be in to speak with Council about their decision to request that he move his truck off of the road.

At the March 27 Public Works Meeting, Council made a motion that the local Councillor contact Mr. Girard and ask that he move his truck from Township Road 590.

Additional Information

Originated By : pcorbiere



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Issue Summary Report

7.3. 1:00 p.m. - Mike Leroux

#20180405009

Meeting : April 10, 2018 Council Meeting

Meeting Date : 2018/04/10 10:00

Meeting Type : Council Meeting

Background

Mike Leroux has requested to speak with Council regarding the water trench on SE 31-57-10-4 draining into county ditch will drain into NE 30-57-10-4. Mr. Leroux's is no longer the registered owner of the property. Darius Hoffer will be attending the meeting with Mr. Leroux.

Additional Information

Originated By : pcorbiere



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Issue Summary Report

7.4. 1:30 p.m. - Synergy Chartered Accountants

#20180404007

Meeting : April 10, 2018 Council Meeting

Meeting Date : 2018/04/10 10:00

Meeting Type : Council Meeting

Background

Shawn Warrington, Auditor with Synergy Chartered Accountants, will be in to present the County's Audited Financial Statements for the period ending December 31, 2017.

Recommendation

Motion to approve the 2017 Audited Financial Statements for the County of St. Paul.

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

7.5. 2:30 pm - Review Public Auction Properties - In Camera

#20180404008

Meeting : April 10, 2018 Council Meeting

Meeting Date : 2018/04/10 10:00

Meeting Type : Council Meeting

Background

Staff will be in to present a summary for the properties that are still on the public auction scheduled for May 8.

Recommendation

Motion to go in camera as per Division 2, Part 1, Section 27 to discuss privileged information with regards to properties on the Public Auction.

Additional Information

Originated By : pcorbiere

8. New Business

- 8.1. LAKELAND COMMUNITIES HAC MUNICIPAL LEADERS FORUM
- 8.2. SLGM MOUNTAIN REFRESHER CONFERENCE - MAY 15-18
- 8.3. ALBERTA CAPITAL FINANCE AUTHORITY (ACFA) AGM
- 8.4. 2018 MUNICIPAL OPERATING AND CAPITAL BUDGET
- 8.5. BYLAW NO. 2018-06 - TAX RATE BYLAW
- 8.6. BYLAW NO. 2018-07 - AMEND LUB - REZONE PART S 1/2 9-58-10-W4
- 8.7. 2018 STRATEGIC PLAN - 1ST QUARTER
- 8.8. MUTUAL FIRE AID AGREEMENT - SMOKY LAKE COUNTY
- 8.9. HUSKY OIL - REQUEST TO RENT OIL TANKS IN PUBLIC WORKS YARD
- 8.10. ERWMS COMMISSION - REQUEST TO MOVE CLAY



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

Issue Summary Report

8.1. Lakeland Communities HAC Municipal Leaders Forum

#20180405003

Meeting : April 10, 2018 Council Meeting

Meeting Date : 2018/04/10 10:00

Meeting Type : Council Meeting

Background

The Lakeland Communities Health Advisory Council will be holding a meeting on April 23 at 6:30 pm in the Bonnyville Chamber of Commerce Shaw House and they are inviting Municipal Leaders to attend the meeting. The Lakeland Community HAC consists of local volunteers who are the conduit to the local communities with AHS. They listen to the communities and provide information to AHS while also sharing information from AHS. There are 12 HACs in the province. The Lakeland Health Advisory Council includes the communities of Cold Lake, Athabasca, Bonnyville, Redwater, Elk Point, Lac La Biche, Smoky Lake and St. Paul.

More information about Health Advisory Council can be viewed on their website at <https://www.albertahealthservices.ca/about/Page1812.aspx>.

Recommendation

Motion to approve Reeve Upham to attend the Lakeland Communities HAC Municipal Leaders Forum on April 23 in Bonnyville.

Additional Information

Originated By : pcorbiere

Good afternoon,

The Lakeland Communities Health Advisory Council would like to extend an invitation to you to attend a meeting with us. We are inviting municipal leaders to come and join the healthcare conversation. Learn more about our council, learn more about AHS and share feedback about your health services with AHS Zone Leadership.

Date: Monday, April 23, 2018

Time: 6:30 p.m. to 9:00 p.m.

Location: Bonnyville & District Chamber of Commerce in the Shaw House, Vezeau Beach, Moose Lake, Alberta (Rural Address: #2, 46300 Twp Rd 611A)

Lakeland Communities Health Advisory Council (HAC) consists of local volunteers who are a conduit to the local communities with Alberta Health Services. They listen to the communities and provide the information to AHS while also sharing information from AHS.

There are 12 Health Advisory Councils in the province. The major communities the Lakeland Communities Health Advisory Council includes are Cold Lake, Athabasca, Bonnyville, Redwater, Elk Point, Lac La Biche, Smoky Lake and St. Paul. To learn more about our HAC, please visit our [website](#).

We strive to develop and enhance relationships between the province's communities and AHS. Public participation is essential to improving the quality and accountability of health services.

Please let us know if you and your colleague(s) are available to attend.

Sincerely,

Pat Palechuk, Chair

Lakeland Communities Health Advisory Council

LakelandCommunities@ahs.ca



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

Issue Summary Report

8.2. SLGM Mountain Refresher Conference - May 15-18

#20180409001

Meeting : April 10, 2018 Council Meeting

Meeting Date : 2018/04/10 10:00

Meeting Type : Council Meeting

Background

The 18th Annual Mountain Refresher Conference, hosted by the Society of Local Government Managers, will be held May 15-18, 2017 in Kananaskis. This will be a good opportunity for the new intern Hailey Gish, and our second year intern Kaitlyn Kenney to gain exposure to important municipal topics and network with leaders in the field of local government. Registration for the Conference is \$549 per person.

A bursary application has been submitted in an effort to reduce registration and subsistence costs.

Additional costs will be paid from the Alberta Community Partnership Grant funding.

Recommendation

Motion approve Hailey Gish and Kaitlyn Kenney to attend the SLGM Mountain Refresher Conference from May 15-18, 2018.

Additional Information

Originated By : kattanasio

MOUNTAIN REFRESHER

DAY 1

Tuesday, May 15

- High Performing Governance: Bridging the Gap between Political Acceptability and Operational Sustainability (Opening Plenary 1/2 day session, pm)

DAY 2

Wednesday, May 16

- Effective Governance Tools (1/2 day session, am)
- R & R: Revisiting & Reinventing the Basics of Municipal Management – “Getting Started on Asset Management” (1/2 day session, am)
- Turning Passion into Action, becoming the leader you want to be (1/2 day session, repeated))
- How to Make Yourself an Irresistible Employee (1/2 day session, pm)
- R & R: Revisiting & Reinventing the Basics of Municipal Management – “Dispelling the “3 Ls” and Other Common Myths: Access and Privacy in Our Municipal World” (1/2 day session, pm)

DAY 3

Thursday, May 17

- Legal Stream I: “Off-site Levies – An Old Tool With New Possibilities” (1/2 day session, am)
- Think, Plan, Act - how to create extraordinary results in work and life (1/2 day session, am)
- Your Conflict Resolution Style (1/2 day session repeated)
- Legal Stream II: “Getting Engaged – Regional Collaboration and Public Participation” (1/2 day session, pm)
- Presentation Inspiration - how to inspire any audience to action (1/2 day session pm)

High Performing Governance: Bridging the Gap between Political Acceptability and Operational Sustainability

Begins: Tuesday, May 15 – 1:30 pm

Ends: Tuesday, May 15 – 4:30 pm

Presenter: John Nalbandian, PhD.

Separating politics from administration is crucial to making sure than administrative staff feel comfortable telling elected officials “what they need to know rather than what they want to hear.” But, nothing gets done without connecting the arenas of politics and administration—bridging the gap. The gap is growing, drawing administrative staff into the gap as allies to the chief administrative officer.

Working in the gap requires “bi-lingual” capacity—can you understand political logic? And, can you translate the logic for your staff? Those who are bi-lingual understand that politics involves conflicts among desired community values as well as differences in the logic of politics and administration.

Effective Governance Tools

Begins: Wednesday, May 16 – 9:00 am

Ends: Wednesday, May 16 – 12:00 noon

Presenter: Leroy Sloan, PhD.

What does this Council want from administration? Is second guessing, involvement in administrative matters, in-fighting and constant criticism a part of your reality? Are you feeling like a victim rather than a leader? It is time to move the focus of control from “them” and “they” to “us” and “me”. If you want a different reality, change the processes utilized. If you always do what you always have done, you will always get what you always have gotten. If there is a need and a desire to strengthen the leadership team this session is for you and your team. Relationships and results improve markedly when an organization adopts effective governance tools and processes such as the following:

- Effective strategic planning processes including clearly defined key results
- Fair accountability tools (for council and the CAO),
- Evaluation processes designed to meet the dual purposes of growth and accountability,
- Defensible compensation policies
- Policies which clearly articulate roles and responsibilities and distinguish between political and administration sandboxes

Municipal organizations need to have clearly defined roles for the council and CAO which are distinct from yet complementary to one another. Councils and CAO's also require effective governance training which leads to the adoption of improved governance processes which build and strengthen positive professional working relationships and the achievement of improved measurable results.

R&R: Revisiting & Reinventing the Basics of Municipal Administration/Management – “Getting Started on Asset Management”

Begins: Wednesday, May 16 - 9:00 am

Ends: Wednesday, May 16- 12:00 noon

Presenter: TBA

The session will include an update on Alberta's efforts to promote best practices in asset management including the upcoming corporate planning requirements, the Asset Management toolkit and available grant funds. Strategies will also be discussed for getting started on asset management in your organization.

Turning Passion into Action, becoming the leader you want to be

Begins: Wednesday, May 16

9:00 am or 1:30 pm

Ends: Wednesday, May 16

12:00 noon or 4:30 pm

Presenter: Marvin Washington, PhD.

There are lots of books, blogs, and websites devoted to helping you become a more purposeful person. Sometimes we call it developing consciousness, finding your purpose, or discovering your passion.

While that is extremely hard, unfortunately its the easy part of the equation. To be successful you need to have passion (purpose, deeper consciousness of what gives you joy and energy), but you also need to be able to translate that passion into action. In this session, I will describe some activities that you can do that will help you to turn your passion into meaningful and productive habits.

How to Make Yourself an Irresistible Employee

Begins: Wednesday, May 16–1:30 pm

Ends: Wednesday, May 16 –4:30 pm

Presenter: Leroy Sloan, PhD

Another municipal election has come and gone and shortly thereafter so have some of your colleagues. It leads one to ask: (1) Why does this phenomena exists? And (2) Since I do not wish to leave my present position, is there anything I can do to make myself an irresistible employee? This session examines the qualities that tend to make one fire proof. In addition, if moving on is something that looks more attractive post-election what might be done to positively position oneself before the feeling becomes mutual? Be the author of your preferred future.

R&R: Revisiting & Reinventing the Basics of Municipal Administration/Management – “Dispelling the “3 Ls” and Other Common Myths: Access and Privacy in Our Municipal World”

Begins: Wednesday, May 16 - 1:30 pm

Ends: Wednesday, May 16– 4:30 pm

Presenters: Debbie McCann CLGM, and Jennifer Maskoske CLGM– Municipal Affairs
Kristan Cook and Jesse Sopko, City of Edmonton

The public's rights to access information held by municipalities and to attend council meetings promote government accountability and transparency and enable more effective participation in the democratic process. However, common persistent myths including “Land-Legal-Labour” continue to limit these important principles. In this interactive session, representatives from Alberta Municipal Affairs will outline the newly added requirements for closed council meetings and the corresponding information access and privacy legislation. Representatives from the City of Edmonton will then present some of the city's award-winning open data initiatives and share best practices that can be implemented by municipalities of all sizes and capacities in order to foster a culture of accountability, openness and transparency.

Legal Stream I: “Off-site Levies – An Old Tool With New Possibilities”

Begins: Thursday, May 17 – 9:00 am

Ends: Thursday, May 17 – 12:00 noon

Presenter: Lorne Randa, Brownlee LLP

Recent amendments to the Municipal Government Act have resulted in expanded utility of off-site levies as a cost recovery tool for municipalities. The amendments allow cost recovery for what are often referred to as the soft services – recreation facilities, police stations, fire stations and libraries. These amendments also include changes to the requirements in establishing and implementing

off-site levies (for both the existing four pillars of municipal infrastructure (i.e. water, sanitary sewer, storm water and roads), and the new soft services) in an effort to increase accountability, collaboration and transparency. This session will explore these amendments through lecture and discussions with colleagues and legal practitioners, addressing what these changes will mean to municipalities with existing off-site levy bylaws, to those considering putting into place a new off-site levy bylaw, and to those wishing to expand levies into the soft services.

Think, Plan, Act - how to create extraordinary results in work and life

Begins: Thursday, May 17 – 9:00 am

Ends: Thursday, May 17 – 12:00 noon

Presenter: Hugh Culver

It is possible to survive, even excel, in our new Age of Distraction – but only if you change how you Think, Plan, and Act. Based on his best-selling book, Give Me a Break, Hugh Culver's high-energy keynote is perfect for busy people with To-Do lists that never end.

Consistently voted as “best of the event”, Think, Plan, Act challenges audiences to rethink what it means to be “effective” and how to create real results and a rich life.

Part motivational, part instructional, and part challenging, this content-rich keynote presentation is an exciting experience for any audience. Nurses, CEO's, salespeople, and accountants have all voted with standing ovations to Hugh's Think, Plan, Act. Three powerful lessons:

- THINK – changing your results starts by changing your story. This life-changing lesson continues to impact chronic procrastinators, frustrated leaders, and overwhelmed employees.
- PLAN – interruptions are inevitable – poor planning shouldn't be. Learn how to Plan Like A Pilot and work from a Flight Plan that can literally create time.
- ACT – discover how better habits improve willpower, resilience, productivity, and results. Learn how to build a new habit and make it “sticky” with better rewards.

Your Conflict Resolution Style

Begins: Thursday, May 17

9:00 am or 1:30 pm

Ends: Thursday, May 17

12:00 noon or 4:30 pm

Presenter: Jack Novack, Dalhousie University

Class Limit: 30 students per session

Conflict is an inherent part of the life of a municipal administrator. If everyone agreed on exactly what to do and how to do it then there would be no conflict. But this is unrealistic. Whether it is relations with council, with the community or with staff, there will be the inevitable times when conflict arises. So the issue is not so much the presence of conflict since it is somewhat inevitable but rather how it is that you respond to it. In this session you will learn about the five conflict handling modes and the circumstances under which each one is appropriate. Using the Thomas-Kilmann Conflict Mode Instrument, you will identify your default conflict resolution style along with its strengths and weaknesses. You will have practice in assessing different conflictual situations

and matching the appropriate conflict resolution style. This workshop will be highly interactive and is limited to 30 people.

Legal Stream II: “Getting Engaged – Regional Collaboration and Public Participation”

Begins: Thursday, May 17 – 1:30 pm

Ends: Thursday, May 17 – 4:30 pm

Presenter: Barry Sjolie QC, and Derek King, Brownlee LLP

This session is an opportunity to share and discuss, with colleagues and senior legal practitioners, concerns, questions and challenges arising from the work being done to ensure compliance with the new legislative provisions surrounding ICF/IDPs and Public Participation Policies, and to make the best use of the new opportunities they present.

Presentation Inspiration - how to inspire any audience to action

Begins: Thursday, May 17 – 1:30 pm

Ends: Thursday, May 17 – 4:30 pm

Presenter: Hugh Culver

Getting an audience to take action doesn't happen by chance. In this special presentation, speaker, author and coach Hugh Culver will show you how to organize your message, plan your delivery and get your audience involved and moving to action.

This presentation is designed for both the manager leading team meetings and the senior manager selling multi-million dollar contracts (Hugh has done both).

Here's what you'll learn:

- mistakes most presenters make and how to learn from them
- shrinking attention spans and keeping your audience leaning in
- the SLAP model for making your lessons stick
- exactly what goes into your first 7 minutes on stage

SPECIAL EVENTS

High Performing Governance: Bridging the Gap between Political Acceptability and Operational Sustainability

John Nalbandian is an accomplished award winning workshop leader with expertise in local government. John is our keynote speaker on Tuesday afternoon and will lay out how “political astuteness” can bridge the gap between political and administrative mindsets. The politically astute are “bi-lingual”. They can speak, understand and translate political and administrative mindsets. While governing body members and administrative professionals use the same words to communicate with each other, they actually are operating from different constellations of logic.

The workshop introduces the gap concept, then explores the values and the constellations of logic.

FIFTEENTH ANNUAL ALBERTA LOCAL GOVERNMENT LEADERSHIP FORUM

Hosted by the Society of Local Government Managers and Local Government Leadership (SLGM & LGL) Institute for civic leaders throughout Canada

Civic Excellence: Maximizing Performance

Dates: Three Day Course

Monday, May 14th to
Wednesday, May 16th, 2018
(8:30 am – 4:30 pm)

Instructor: Gordon McIntosh PhD., CLGM & Tracey Lorenson

If a car is not aligned, we use excess gas, tire tread and physical energy to stay on the road. Alignment is critical to make the road trip comfortable. Likewise, we have 3.5 years left in the current local government journey – Council's term. Need ideas and tools to make sure passengers are all facing the same way and behaving nicely, the roadmap is clear and the vehicle is running smoothly? Join your colleagues to a timely discussion on:

- Monitoring and *adjusting strategic direction and priorities*
- Confirming service expectations match *organizational capacity*
- Adjusting practices for enhanced *decision making*
- Addressing dysfunctional behaviours and *group dynamics*
- Ensuring attention to member and *program performance*
- Enhancing communication and *public engagement*
- Leveraging external resources and *agency partnerships*

You will leave with techniques, a tool kit, guidelines and ideas to make an immediate leadership difference in your organization:

- Individual Performance Templates for *coaching & accountability*
- Program Evaluation Checklist for *service excellence & innovation*
- Decision making Diagnostic Chart for *creating effective policies & choices*
- Group Effectiveness Models for *process and team enhancement*
- Values Charter to *guide behaviours & organizational practices*
- Civic Engagement Continuum to *guide public communication efforts*
- Capacity Box Framework for *assessing resource and human capabilities*

This session will be facilitated by:

Tracey Lorenson, Tracey has worked with local governments for more than 20 years. Tracey is recognized for her pragmatic solutions to complex problems and engaging delivery style.

Dr. Gordon McIntosh CLGM, President of the Local Government Leadership Institute who has conducted 1,300 sessions involving 140,000 elected and appointed civic leaders throughout Canada and overseas.

AWARDS BANQUET

Thursday, May 18th,
6:30 pm to 10:00 pm

Habit Stacking - how to accomplish anything, one habit at a time

The secret to changing old habits into new, better habits is habit stacking. This simple method makes creating new habits easier and getting the results you want faster. Discover how to apply habit stacking to your health, diet, sleep, work, exercise and even wealth.

Hugh Culver

With a vision to “change the way work serves people,” Hugh Culver has been delivers extraordinary keynote experiences about personal effectiveness in the workplace. He combined business savvy with humour and real-world, practical advice designed to make

an impact long after the applause has ended. Hugh Culver is a recovering over-achiever who researches, writes and speaks on how to THINK better, PLAN smarter, and ACT now on what really matters. He also teaches experts the business of speaking “How to inspire an audience to action: Presentation Inspiration” His unique programs provide skills and insights to over 25,000 people each year to help them to grow through their experience of work.

WELCOME RECEPTION

Tuesday, May 15th
7:30 pm to 10:00 pm
Convention Center,
Delta Lodge at Kananaskis



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

Issue Summary Report

8.3. Alberta Capital Finance Authority (ACFA) AGM

#20180405001

Meeting : April 10, 2018 Council Meeting

Meeting Date : 2018/04/10 10:00

Meeting Type : Council Meeting

Background

The AGM of the shareholders of the Alberta Capital Finance Authority will be held on Thursday, May 2, 2018 at 10:00 a.m. in Edmonton. We require a motion to appoint a representative for the County at the AGM. In the past, we have appointed the Class B director to vote on behalf of the County.

The Class "B" shareholders will be electing a representative to the Board of Directors of the ACFA.

Alternatives

Approve a Councillor to attend the AGM.

Appoint the Class B director to vote the shares on behalf of the County.

Recommendation

Administration is recommending to designate Class B Director, or designee, to represent and vote the shares of the County of St. Paul at the Annual General Meeting of the Alberta Capital Finance Authority to be held on May 2 in Edmonton.

Additional Information

Originated By : pcorbiere



April 3, 2018

**To the Shareholders of the
Alberta Capital Finance Authority**

Re: Annual General Meeting

Enclosed is the agenda for the Annual General Meeting (AGM) of the Alberta Capital Finance Authority (ACFA) to be held on **Wednesday, May 2, 2018** together with a copy of the minutes of the AGM held on May 4, 2017.

In accordance with ACFA's [General Bylaws](#), nominations from the floor regarding the **Class "B"** elections will not be accepted. Please see the [Nomination Notification page \(attached\)](#) for instructions on submitting a nomination prior to the AGM.

In order to plan for the luncheon to be held in conjunction with the 2018 AGM, please complete the attached [Confirmation of Attendance form](#) and return via e-mail to rachel.anderson@gov.ab.ca. To assist in making arrangements for meal service and seating it is essential that ACFA receive your attendance confirmation by **April 16, 2018**.

Please complete the attached form **only** if a representative of your Council or Board will be attending the AGM. Thank you for your attention to this matter.

Yours truly,

Rachel Anderson
Corporate Secretary

Attachments



April 3, 2018

**To the Shareholders of the
Alberta Capital Finance Authority**

Re: Annual General Meeting

The Annual General Meeting and luncheon of the shareholders of the Alberta Capital Finance Authority will be held on **Wednesday, May 2, 2018 commencing at 10:00 a.m.** at the Derrick Golf and Winter Club, 3500 – 119 Street NW, Edmonton (Jasper meeting room) with the luncheon to begin at 12:00 p.m.

Agenda

1. Introduction of Board of Directors and Officers.
2. Approval of minutes of the last Annual General Meeting.
3. Chair's report.
4. Presentation of ACFA's audited financial statements for 2017.
5. Group meetings of each shareholder class (**Election of Class "B" director**).
6. Guest Speaker – David Oh
7. Other Business.

Appendix 1 for 8.3.: ACFA AGM Letter and Attachments

With respect to item 5 of the Agenda (Election of Class "B" director), the present elected directors are:

Ed Gibbons	Representing Class "C" shareholders – Cities
Kim Craig	Representing Class "D" shareholders – Towns and Villages
Ron Ritter	Representing Class "E" shareholders – Education authorities (includes school districts and divisions, colleges, technical institutes, universities and Northland School Division)

Class "B" shareholders will be electing a representative to the Board of Directors of the Alberta Capital Finance Authority this year. *Tracy Anderson, incumbent Class "B" Director indicated she will not be standing for re-election.* **Nominations** for Class "B" Director will be accepted until **April 25, 2018**. To establish eligibility to vote, please designate a representative of your shareholder class to vote at the Annual General Meeting by complying with 4.8(a) of the *General Bylaws of the Alberta Capital Finance Authority*, which reads, in part, as follows:

"... a shareholder shall attend a meeting of the shareholders by a person appointed as its authorized representative by delivering to the Corporation, no later than 3 business days immediately preceding the meeting, notice of the bylaw, resolution or other authority of the governing body of the shareholder (whether the governing body is a council, board of governors, board of directors or other similar body, and including any administrator or other person appointed by law to act for an on behalf of the body) appointing the individual as its authorized representative."

Please forward via email to the undersigned, as soon as possible (no later than **Friday, April 27**) a copy of your bylaw, resolution or other authority of the governing body of the shareholder designating the name and/or title of the person eligible to vote the share(s) of the shareholder at the Annual General Meeting. Suggested wording is as follows:

That _____, or designee, be appointed to represent and vote the shares of the _____ at the Annual General Meeting of the Alberta Capital Finance Authority to be held on May 2, 2018 in Edmonton, Alberta.

Yours truly,

Rachel Anderson
Corporate Secretary

ALBERTA CAPITAL FINANCE AUTHORITY

ELECTION NOTICE TO

CLASS "B"

SHAREHOLDERS

This year Class "B" shareholders will be required to elect a Director to the Board of Directors of the Alberta Capital Finance Authority.

The Corporate Secretary requires Nomination Notification **5 business days prior** to the Annual General Meeting. The deadline for receiving the nomination is **April 25, 2018.**

Note: see [Nomination Notification](#) instructions (attached)

**PLEASE NOTE THE ANNUAL GENERAL MEETING WILL
BE HELD AT 10:00 A.M. PRIOR TO THE LUNCHEON.**

ALBERTA CAPITAL FINANCE AUTHORITY
Minutes of the Annual General Meeting
held at 10:00 a.m. on Wednesday, May 4, 2017
at the Derrick Golf and Winter Club, Edmonton, Alberta

1. Introduction of Board of Directors, Officers and Staff

The Chair of the Board (Chair) introduced the Board of Directors, Audit Committee Members, Officers and staff of the Alberta Capital Finance Authority (ACFA).

2. Minutes of Meeting

The minutes of the Annual General Meeting (AGM) held on May 4, 2016 were duly adopted as distributed.

Motion: That the Annual General Meeting minutes of May 4, 2016 be duly adopted.
Moved by Ron Ritter; Seconded by Ed Gibbons. MOTION CARRIED.

3. Business Arising from the Minutes

There was no business arising from the minutes.

4. Chair's Report

The Chair opened his remarks by reflecting on the Authority's mission statement, specifically noting how well ACFA continues to fulfill its mandate and mission through times of challenge and change. He further shared perspectives gained serving as Chair over the past three years. The Chair then gave a brief summary of his report on the activities of the Authority for 2016. The full text of the Chair's activities report is contained in the 2016 ACFA Annual Report.

Motion: That the Chair's Report be accepted as presented.
Moved by Ed Gibbons; Seconded by Kim Craig. MOTION CARRIED.

5. President Reviews 2016 Financial Statements

The President reviewed the structure of the agenda for guests. He advised that the Vice President and Senior Financial Officer (VP, SFO) of ACFA will present the financial information, and then he will speak to ACFA's operational accomplishments over the past

year.

The VP, SFO discussed the salient points of ACFA's financial statements. The audience then had an opportunity to have their questions answered. There was a brief discussion between a shareholder and the VP, SFO regarding the public sector accounting standards used to present the financials in the Annual Report; specifically, the unrealized market value presentation in time.

The Management Discussion and Analysis and ACFA's 2016 audited financial statements can be found in ACFA's 2016 Annual Report.

The President then examined the Authority's key operational achievements during 2016. He highlighted the completion of a streamlined operations document in the Standing Policy Manual, a continued proud partnership with the Government Financial Officers Association of Alberta (GFOA Alberta), and the targeted feedback garnered from the annual client survey. Questions were welcomed throughout the presentation.

In conclusion, the President thanked the Board and committee members, the Auditors, ACFA's Officers and staff as well as staff from Alberta Treasury Board and Finance and Alberta Justice and Solicitor General for their participation and continued hard work on behalf of the Authority.

6. Shareholder Class Meetings and the Election of Directors

The Chair advised the meeting that the Class "D" shareholders are holding an election to determine who will represent their shareholder class on ACFA's Board of Directors. Shareholders were directed to attend their shareholder class meetings. The election supervisors attended at the Class "D" meeting to give direction to the shareholders and to oversee the procedures. The Chair attended the Class "B" meeting in lieu of the Class "B" director in order to give direction to shareholders and report back to the Board of any issues arising during the shareholder meeting.

The following delegates were duly nominated as a candidate in the Class "D" election:

Nominee

Paul Chauvet
Kim Craig
Kola Oladimeji

Nominating Authority

Town of Whitecourt
Town of Coaldale & Town of Coalhurst
Town of High River

The following delegates submitted the proper authorization to vote in the Class “D” election:

<u>Class D Shareholder</u>	<u>Authorized Person</u>
Town of Calmar	Mike Storey
Town of Coaldale	Kim Craig
Town of Devon	Dianna Doyle
Town of High River	Kola Oladimeji
Town of Redwater	Jack Dennett
Town of Stettler	Greg Switenky
Town of Stony Plain	Jennifer Boleski
Town of Whitecourt	Paul Chauvet

7. Results of Class “D” Elections

Following the meeting of the Class “D” shareholders, the Chair announced the election results; Kim Craig was re-elected as director representing the Class “D” shareholders on ACFA’s Board of Directors for a three-year term.

**Motion: To accept that Kim Craig is a director representing the Class “D” shareholders on ACFA’s Board of Directors, for a three-year term.
Moved by Kim Craig; Seconded by Ron Ritter. MOTION CARRIED.**

8. Other Business

There was no other business to discuss.

9. Persons Attending the Annual Meeting

Richard Allin	Rachel Anderson	Clem Benoit
Jennifer Boleski	Sherri Bullock	Paul Chauvet
Scott Chen	Kim Craig	Jack Dennett
Dianna Doyle	Jeffrey Dumont	Tim Fox
Ed Gibbons	Frank Hawkins	Troy Holinski
Chris Hoogewoonink	Bernadiene Hsie	Glen Jarbeau
Roxanne LeBlanc	Robert Malli	Darren Moore
Ola Oladele	Kola Oladimeji	Stacey Padbury
Jim Palmer	Rob Palmer	Jaclyn Perrot
Phil Poon	Brad Pickering	Ron Ritter
Alasdair Smith	Peter Smyl	Marc Song

Michael Storey
Tim Wiles

Greg Switenky
Chris Wing

Cherry Wang

10. Guests Attending the Luncheon

Bob Black
Lowell Epp
Bill Howden
Phil Minnaar
Merwan Saher

Darwin Bozek
Michael Gluckman
Brad Ireland
Ron Odynski
Tim Wiles

Mark Enright
Chris Hoogewoonink
Loretta Klein
Christopher Ontkean

11. Adjournment

There being no further business to discuss the meeting adjourned at 11:22 a.m. with luncheon and guest speaker to follow.

CHAIR

CORPORATE SECRETARY



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

Issue Summary Report

8.4. 2018 Municipal Operating and Capital Budget

#20180405005

Meeting : April 10, 2018 Council Meeting

Meeting Date : 2018/04/10 10:00

Meeting Type : Council Meeting

Background

Based on the discussions at the budget meetings, Administration is presenting the 2018 Operating and Capital Budget for approval. A detailed budget will be forwarded to Council in a separate email and will be available on the County website following Council approval.

Section 242(1) of the M.G.A. states that a Council must adopt an Operating Budget for each calendar year and section 245 states that Council must adopt a Capital Budget for each calendar year.

Recommendation

Motion to approve the 2018 Municipal Operation and Capital Budget as per Sections 242(1) & 245 of the M.G.A., as follows:

Operating and Capital Revenues	44,926,690
Debenture and Funding from Restricted Surplus	2,901,525
Operating Expenses	29,261,471
Replacement Reserve	256,000
Debenture Repayment	842,150
Capital Expenditures	17,452,090
Surplus	16,504

Additional Information

Originated By : pcorbiere



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

Issue Summary Report

8.5. Bylaw No. 2018-06 - Tax Rate Bylaw

#20180405006

Meeting : April 10, 2018 Council Meeting

Meeting Date : 2018/04/10 10:00

Meeting Type : Council Meeting

Background

Bylaw No. 2018-06 is being presented to Council to approve the Tax Rates for the 2018 taxation year, as per section 353 of the Municipal Government Act.

Section 187 of the M.G.A. states that all bylaws must have 3 distinct and separate readings.

Recommendation

Motion to give first reading to Bylaw No. 2018-06, Tax Rate Bylaw.

Motion to give second reading to Bylaw No. 2018-06.

Motion to present Bylaw No. 2018-06 at this meeting for third and final reading.

Motion to give third reading to Bylaw No. 2018-06.

Additional Information

Originated By : pcorbiere

COUNTY OF ST. PAUL NO. 19
PROPERTY TAX BY-LAW NO. 2018-06

A By-law of the County of St. Paul No. 19, in the Province of Alberta to impose several rates of taxation for all purposes as indicated below for the year 2018.

WHEREAS, the County of St. Paul has prepared and adopted detailed estimates of the probable revenues and expenditures as required by Sections 242 and 245 of the Municipal Government Act, being Chapter M-26 of the Revised Statutes of Alberta, 2000,

AND WHEREAS the estimated municipal expenditure and transfers set out in the budget for the County of St. Paul for 2018 total \$47,811,711;

AND WHEREAS the estimated municipal revenues and transfers from all sources other than taxation is estimated at \$20,739,604 and the balance of \$22,324,747 is to be raised by general municipal taxation;

AND WHEREAS the following requisitions were received for the purpose as indicated below;

AND WHEREAS the assessed values are shown on the Tax Roll of the County of St. Paul No. 19;

AND WHEREAS the rates shown hereinafter set out are deemed necessary to provide the amounts of the said requisitions;

NOW THEREFORE, by virtue of the power conferred upon it by Section 353 of the Municipal Government Act, the Council of the County of St. Paul No. 19 enacts as follows:

THAT the County Administrative Officer is hereby authorized to levy taxes on the assessed value of all lands, improvements and property set out in the Assessment Roll and situated within the respective districts within the boundaries of the County of St. Paul No. 19 for the purpose indicated:

Appendix 1 for 8.5.: 2018-06 Tax Rate Bylaw

REQUISITIONS			
Alberta School Foundation Fund	Mill rate	Assessed Value	Total
Residential & Farmland	2.4929	1,007,287,180	2,511,066
Non-Residential	4.4422	438,947,130	1,949,891
Total School Requisition		1,446,234,310	4,460,957
MD Foundation	0.1403	1,943,526,110	272,677
Designated Industrial Properties	0.0341	886,529,000	30,230
			4,763,864
MUNICIPAL PURPOSES			
	Mill rate	Assessed Value	Total
Residential	3.9095	934,041,050	3,651,633
Farmland	13.5338	73,246,130	991,302
Machinery & Equipment	18.8574	11,879,050	224,008
Non-Residential	18.8574	37,830,880	713,392
DIP	18.8574	886,529,000	16,717,633
Provincial Grazing Reserve	13.5338	1,916,700	25,940
Prov. Imp. Res./ Vacant	3.9095	214,550	839
		1,945,657,360	22,324,747
Total Taxes			27,088,611

Notwithstanding the foregoing, the minimum tax on any parcel will be (\$25.00) dollars as allowed by Section 357(1) of the Municipal Government Act.

Bylaw No. 2017-18 is hereby rescinded

This Bylaw shall come into force and effect immediately upon the passing thereof.

Read a first time in Council this 10th day of April, A.D. 2018.

Read a second time in Council this 10th day of April, A.D. 2018.

Read a third time in Council this 10th day of April, A.D. 2018.

Reeve

Chief Administrative Officer



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

Issue Summary Report

8.6. Bylaw No. 2018-07 - Amend LUB - Rezone Part S 1/2 9-58-10-W4 #20180408002

Meeting : April 10, 2018 Council Meeting

Meeting Date : 2018/04/10 10:00

Meeting Type : Council Meeting

Background

Bylaw No. 2018-07 is being presented to Council to amend Land Use Bylaw No. 2013-50 as it relates to rezoning 11.73 acres in all of Block 1, Plan 2627RS in S 1/2 SE 9-58-10-W4 from Agricultural to Industrial Commercial. The applicant will be moving Freedom Fabrication from Myrnam to this location. Freedom Fabrication offers extensive agricultural equipment repair and agricultural product development.

Land Use Bylaw

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

As per the General Municipal Servicing Standards Bylaw 2014-04 2.4.3, an Area Structure Plan will be created.

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

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

Recommendation

Administration is recommending to give first reading to Bylaw No. 2018-07, as it relates to rezoning 11.73 acres in all of Block 1, Plan 2627RS, S 1/2 of SE 9-58-10-W4 from Agricultural to Industrial Commercial.

Additional Information

Originated By : pcorbiere

Application Form 6: Rezoning Application
COUNTY OF ST. PAUL REZONING APPLICATION

Name of Applicant: FREEDOM FABRICATION LTD Email: rsmyl@freedomfabrication.ca
RYAN SMYLL WAYNE TRACH

Mailing Address: PO Box 62
RYAN (Cell) WAYNE (Cell)
Telephone (Home): 780-614-5637 (Business): 780-646-2677 (Fax): N/A

Registered Owner (if not applicant): NILSSON BROS INC

Mailing Address: SUITE 100, 101 RIEL DRIVE ST. ALBERT AB

Telephone (Home): N/A (Business): 403-862-8786 (Fax): N/A

1. LEGAL DESCRIPTION OF LAND TO BE REZONED:

- a) All / part of the South 1/2 9 section 58 township 10 range W4M
- b) Being all / parts of Lot N/A Block 1 Registered Plan 2627RS
- c) Total area of the above parcel of land to be rezoned is 11.73 acres _____ (hectares)

2. ZONING INFORMATION:

- a) Current Zoning as per the Land Use Bylaw 2013-50: AGRICULTURE
- b) Desired Zoning as per the Land Use Bylaw 2013-50: INDUSTRIAL COMMERCIAL
- c) Proposed use as per the Land Use Bylaw 2013-50: Industrial, Medium
- d) Is the proposed use a permitted or discretionary use: Discretionary
- e) Is the proposed parcel located within an Area Structure Plan or Inter-municipal Development Plan? No

- f) Information in support of the rezoning:
SEE ATTACHED DOCUMENT: COUNTY OF ST. PAUL REZONING APPLICATION
RE: INFORMATION IN SUPPORT OF THE REZONING

Appendix 1 for 8.6.: 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. Hwy 29

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

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, COMPACTED GRAVEL

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

SITE HAS BEEN ESTABLISHED FOR COMMERCIAL OPERATION AND FREE FROM TREES & SHRUBS. SITE HAS BEEN COMPACTED AND GRAVELLED.

5. WATER SERVICES:

a) Existing Source of Water: WATER WELL

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

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

Appendix 1 of 8: Rezoning Application

a) Existing sewage disposal: OPEN DISCHARGE

b) Proposed sewage disposal: NO CHANGE PROPOSED.

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

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

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

Appendix 1 for 8.6.: Rezoning Application

Freedom Fabrication Ltd

The "Old Auction Mart" is a predominant location situated approx. 7 km West of St. Paul on Hwy 29. Once a thriving auction mart bustling with traffic and business activity has now become an eye sore on the highway and left to the effects of time and the natural environment.

Currently the property is zoned agricultural and Freedom Fabrication is applying to have the property rezoned to industrial commercial and move its operating facility by Myrnam to this new location. Freedom Fabrication offers extensive agricultural equipment repair and agricultural product development. Freedom Fabrication does have some oilfield clients but has more emphasis on agricultural, municipal and private sector projects.

From approx. 2010 to 2013 the auction mart property was revived when it was being used as an industrial laydown and operation center by Sommerville Aecon. Pipeline expansions in the area required a well-suited land base and access to highway 29 to allow Sommerville to efficiently dispatch its resources and personnel throughout the area thru the duration of their project. During this time Sommerville Aecon re-graded the entire property, re-applied gravel to all traffic areas within the boundaries of the property and removed the old coral systems left from the auction mart operations from years past. Attached to this document you will see the aerial view from when Sommerville Aecon occupied the property in 2013. Again, with the completion of the pipelines the property has been left to the negative effects of time.

Freedom Fabrication sees the value in reinstating this location not only to help the company grow but to offer employment, services and opportunity to residents in the county as well as the town of St. Paul. This location operated successfully for many years in its location and all the services required for the operation of Freedom Fabrications activities are in place. Water, sewer, grade of the site, approaches and access to the property has long been developed and functioning. The buildings themselves are going to take some time to put into operational condition as years of neglect and no upkeep have them requiring a substantial amount of maintenance and repair.

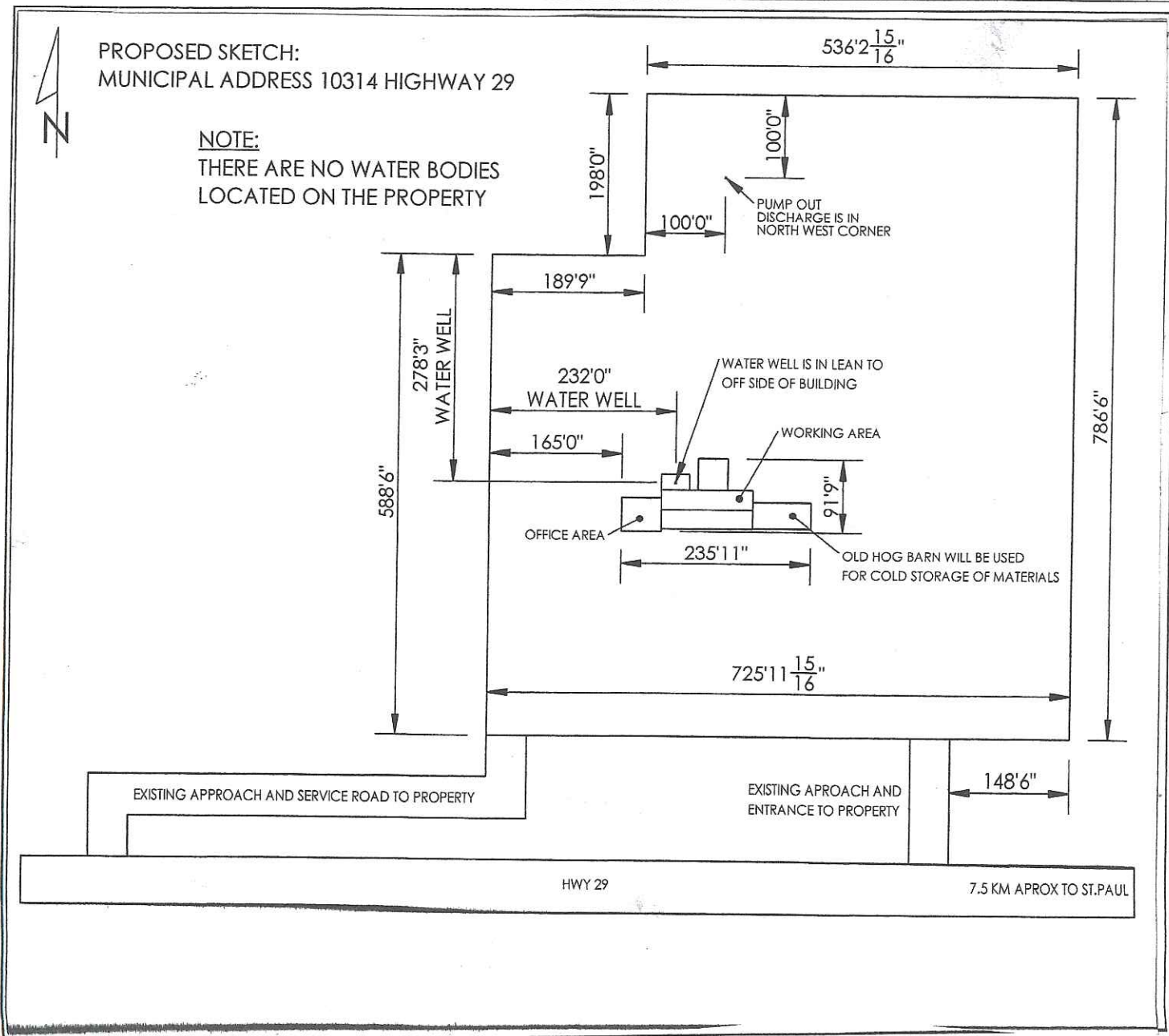
Freedom Fabrication envisions returning the auction mart property into a properly maintained commercial location which will be both eye catching and organized intentionally to minimize the industrial look that normally is associated with fabrication facilities. Using the structures that exist to store materials indoors, proper perimeter fencing and utilizing the area behind the existing building will keep the property tidy and professional. With the Alberta traffic studies showing a daily average of over 4000 vehicles passing this location it is not only an opportunity for Freedom Fabrication but the County of St. Paul and the Town of St. Paul to have a long standing business location once again put back into service, maintained and rejuvenated.



• Location of any water bodies on subject property.

Appendix 1 for 2016 Rezoning Application.

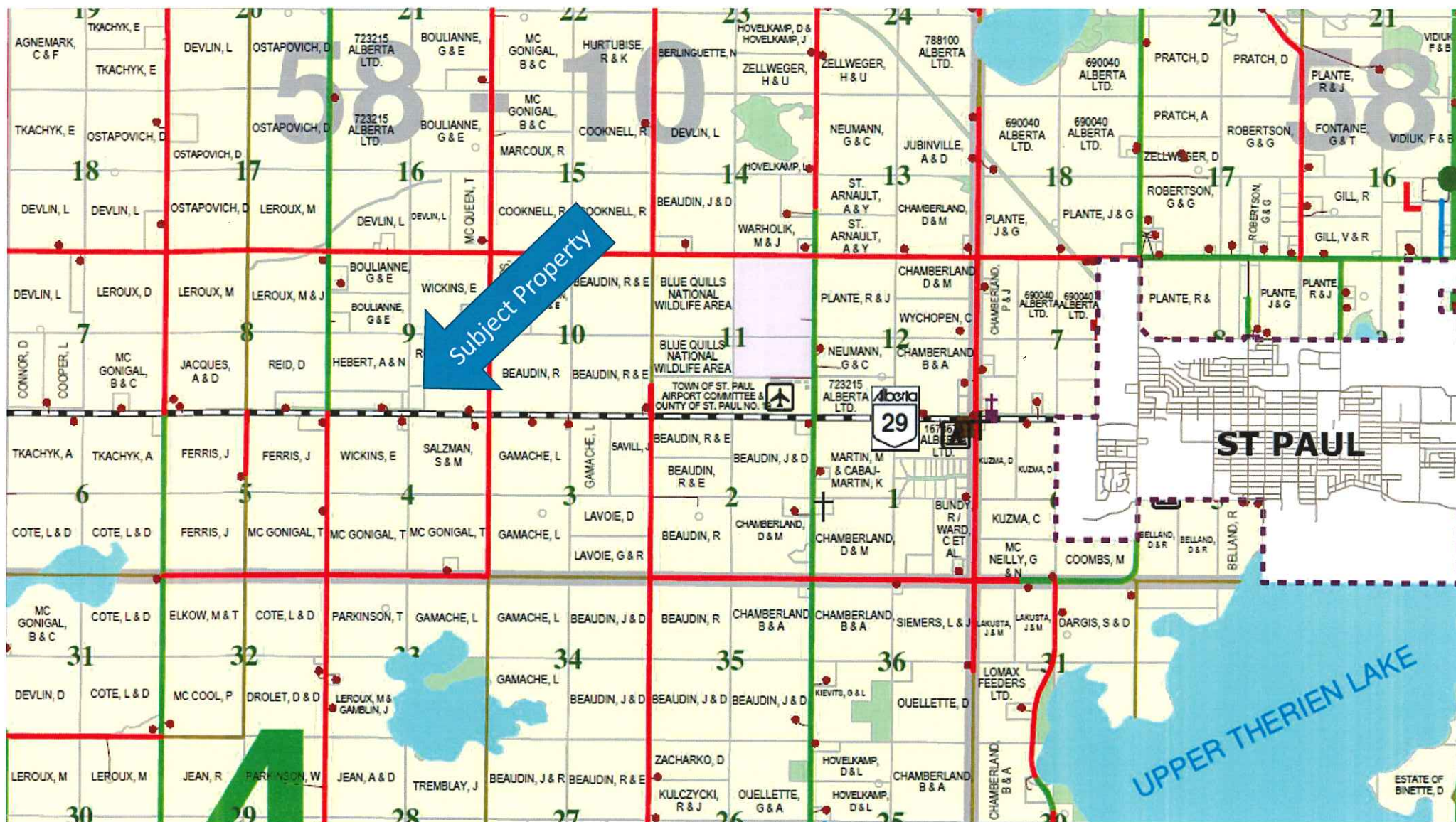
- ✓ Indicate the North direction.
- ✓ Location of all right-of-way and easements within or abutting the subject property.
- ✓ Location of existing wells/ septic systems and distances from property lines to any permanent structures.
- ✓ Indicate the location, dimensions and boundaries of the land to be rezoned.
- ✓ Location of all right-of-way and easements within or abutting the subject property.
- ✓ Existing and proposed accesses on property.



Date: MARCH 27, 2018

Signature of Applicant: [Signature]

Appendix 1 for 8.6.: Rezoning Application



COUNTY OF ST. PAUL NO. 19

BY-LAW NO. 2018-07

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

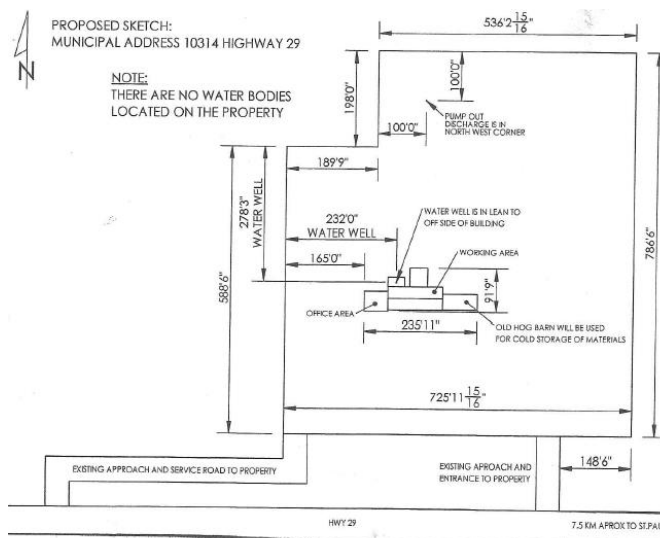
WHEREAS, it is deemed expedient to amend the Land Use Bylaw of St. Paul and County of St. Paul as set out in the Municipal Government Act, 2000 as amended.

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

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

FROM: Agricultural to Industrial/Commercial

FOR: 11.73 acres in all of Block 1, Plan 2627RS in S ½ SE 9-58-10-W4



Read a first time in Council this 10th day of April, A.D. 2018.

Advertised in the St. Paul Journal the weeks of _____ and _____.

Read a second time in Council this _____ day of _____, A.D. 2018.

Read a third time and duly passed in Council this _____ day of _____, A.D. 2018.

Reeve

Chief Administrative Officer



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

Issue Summary Report

8.7. 2018 Strategic Plan - 1st Quarter

#20180405004

Meeting : April 10, 2018 Council Meeting

Meeting Date : 2018/04/10 10:00

Meeting Type : Council Meeting

Background

The 2018 Strategic Plan which has been updated for the 1st quarter, is attached for Council approval.

Recommendation

Motion to accept the first quarter of the 2018 Strategic Plan as presented.

Additional Information

Originated By : pcorbiere

Vision:

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

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

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

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

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

– Clark Crouch

Strategic Business Plan 2018

County of St. Paul No. 19

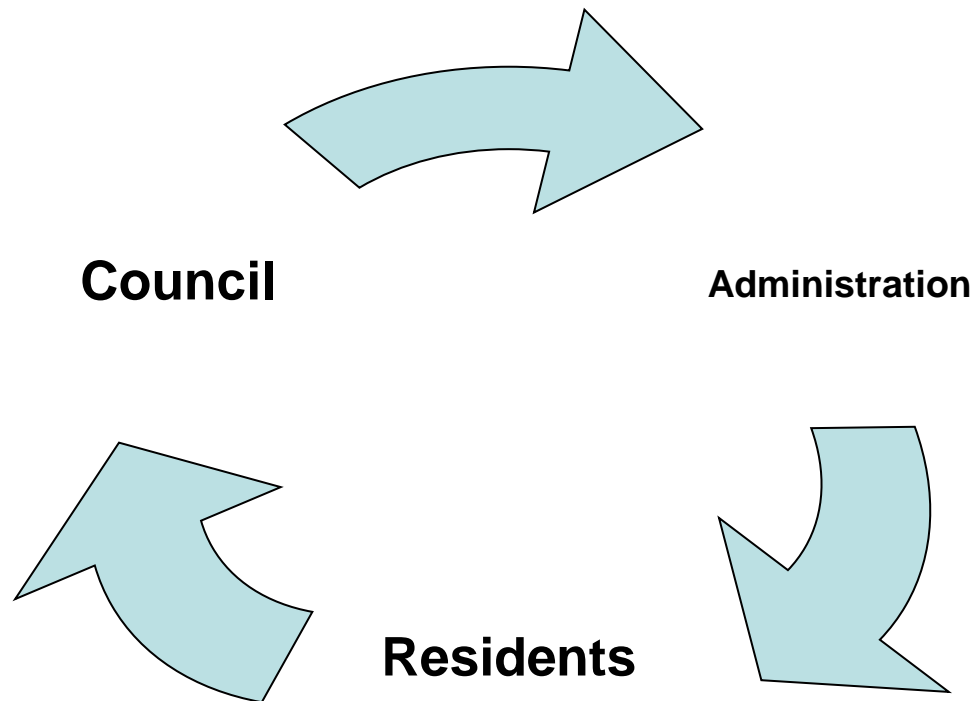


Table of Contents

Vision	-----
Core Values	-----
Guiding Principles	-----
Sustainability Priorities	-----
Goal 1 – Governance	-----
Goal 2 – Administration	-----
Goal 3 – Assessment	-----
Goal 4 – Economic Development	-----
Goal 5 – Fire	-----
Goal 6 – Emergency Management/Occupational Health and Safety-	-----
Goal 7 – Protective Services	-----
Goal 8 – Public Works/Transportation/Safety	-----
Goal 9 – Utilities	-----
Goal 10 – Waste Management	-----
Goal 11 – FCSS	-----
Goal 12 – Agriculture	-----
Goal 13 – Planning and Development	-----
Goal 14 – Parks & Recreation	-----
Goal 15 – Library	-----

**County of St. Paul
Strategic Business Plan – 2018 Draft**

Vision:

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

Core Values:

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

Guiding Principles:

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

Sustainable Priorities:

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

Goal 1 – Governance

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

Action	Lead	Target Date	Quarterly Report
Explore having Annual Meeting for council to have 2017 Audited Financial Statements and an overview of 2017 accomplishments presented to the public	Council/Sheila	May 2018	2018 Quarter 1 - AGM Booked for May 8 at 7:00 pm at the Elk Point Seniors Centre.
Continue with joint meetings with both the Town of St. Paul and the Town of Elk Point. Minimum 1/year	Council/Sheila	Dec 2018	
Renew scholarships for the St. Paul Regional Education Division <ul style="list-style-type: none"> 3 – Scholarships at \$1,000 each for students who have high marks, community involvement, and volunteerism for students entering fulltime studies 1 – Scholarship at \$1,000 each for students entering a trade. 	Tim/Phyllis	Summer 2018	2018
Council supports community groups in the St. Paul and Elk Point Region to update their facilities. Support already identified for 2018 includes: <ul style="list-style-type: none"> Riverland Trail Society - \$6,720 Elk Point Ag Society 			2018 Quarter 1 - \$25,000 paid out to Ashmont Legion – February 2018

<p>\$65,500 (CG Baker Arena)</p> <ul style="list-style-type: none"> • Quarterbacks Club – lighting \$25,000 • Ashmont Legion \$25,000 			
Hold joint meetings to establish framework and initiate negotiations pertaining to Inter-Municipal Collaboration Frameworks	Sheila/Kyle		<p>2017</p> <p>Quarter 2 – Inter Collaboration Committee Memorandum of Understanding is developed – approved by County, Town of Elk Point, SV of Horseshoe Bay, not approved by Town of St. Paul</p>

Goal 2 – Administration

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

Action	Lead	Target Date	Quarterly Report
<p>Continue to work on an asset management project to determine life of assets within municipality Communication plan regarding road classification</p> <p>Defer any purchase of software to 2018 or beyond.</p> <p>Implementation of Asset Management Strategy Implementation strategy to be over 5 years – Asset Management Strategy attached to this document.</p> <p>2018 Implement actions outlined in FCM grant received including levels of service for the</p>	Asset Management Committee/ Darlene	Dec 2018	<p>2014</p> <p>Quarter 1 - Road Classification Workshop held with Council to finalize classifications and levels of service for County roads – to be approved and communicated to residents in 2nd quarter.</p> <p>Quarter 3 – working with Urban Systems to determine 20 year capital plan for roads – will be bringing forward to 2015 Strategic Planning.</p> <p>Quarter 4 – County of St. Paul has been asked to present their Asset Management strategy and progress at the next Provincial Asset Management meeting.</p> <p>2015</p> <p>Quarter 2, 2015 – The County presented the County’s Asset Management strategy at the Provincial Asset Management Committee. There is a lot of interest in the County’s approach.</p> <p>Quarter 3, 2015 – Administration is working to update our Asset Management system on Excel Spreadsheet, we are recommending to put off purchasing the software at this time as the spreadsheet is meeting our current needs and we do not have the capacity staff wise to undertake a new program at this</p>

<p>Transportation Department along with Risk Assessments.</p> <p>Revisit the Road Classifications in the General Municipal Services Standards. Once amended, provide communication to the public about the classification and corresponding level of service.</p>			<p>time.</p> <p>Quarter 4, 2015 – Administration has included money in the 2016 budget proposal for analysis of County owned building and sewer infrastructure. SK</p> <p>Draft Asset Management Policy submitted to Kyle/Sheila for presentation to Policy Committee. Risk assessment of water/sewer lines conducted with Bryan and Danny. Working on Water/Sewer Plan as time permits. DX</p> <p>2016</p> <p>Quarter 1, 2016 – Finance personnel has developed an Asset Management Policy that has been brought to the Policy Committee in March 2016 – will be considered by Council at the April Council meeting. Asset Management software purchase to be deferred to 2017 or later. Risk Assessment of County owned buildings and sewer line inspection is included in the 2016 budget.</p> <p>Quarter 2 - Asset Management Policy approved. Asset Managers to be given facilitation in July to proceed with Asset Strategy for 2017 Strategic Planning. DS</p> <p>Quarter 3, 2016 – the Asset Management Committee has meet twice in the last quarter with Urban Systems staff to begin work on an Asset Management Strategy that will move our Asset Management program forward. We will be proposing an amendment to the Asset Management Policy for Council consideration. As well we will have a strategy that will have a 3 year implementation plan to look at items like establishment of levels of service, risk assessment, and long term financial planning for County assets.</p> <p>2017</p> <p>Quarter 1 - Team has been compiling Level of Service Worksheets as per the Asset Management Strategy. DS</p> <p>Quarter 2 – Urban Systems did a workshop with the Team to better understand Level of Service Worksheets. The County made application for FCM Grant to assist with Asset Management. This was approved at \$50,000.</p>
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Appendix 1 for 8.7.: 2108 Strategic Plan

			2018 Quarter 1 – working in our cross function team on levels of service and risk management for Public Works, Utilities, Parks, and Waste Management as part of the FCM grant. Council to be updated in 2nd quarter.
Continue adding County vehicles to AVL System – and/or Working Alone mechanisms 2016 – complete GPS in fire equipment. Include last gravel trucks, waste hauling trucks, loaders 2017 - Complete GPS in Fire Vehicles – St. Paul new Rescue Truck, Elk Point Trucks, New Gravel Truck, New Roll-off Truck 2018 – AVL implementation on Supervisor set for Keith and Warren. PW Loaders-4	Linda/Mechanics DD Linda/PW	Dec 2018	2014 Quarter 1 – Have ordered Supervisor software for 3 vehicles to be used in the field. GPS is being installed on all graders and plow trucks. Quarter 2 – the Work Alone is set up for 51 employees. Staff will be trained on the use of the system in July. Quarter 3 – staff have received initial training on the system – however they are asking for additional training. This will occur in October. 2015 Quarter 2, 2015 – equipment has been ordered for the vehicles and will be installed as mechanics have the time to install. Quarter 3, 2015 – staff are reviewing the unexpended budget and will order some additional GPS equipment for first responder vehicles as we have funds. Quarter 4, 2015 – additional equipment was ordered in the 4th quarter for 3 more fire units. 2016 Quarter 2, 2016 – Plans to install GPS equipment for waste hauling trucks are being put in place – to be installed in the 3rd quarter. Quarter 3, 2016 – GPS will be installed in 3 waste trucks, Director of Emergency Management Vehicle and the new Director of Public Works Vehicle. 2017 Quarter 1 - Once budget is approved will order 2 supervisor units, one for Warren and Keith. Will meet with Mark to finalize the Public Works Fleet and meet with Trevor to finalize the Fire department needs.

Appendix 1 for 8.7.: 2108 Strategic Plan

<p>Council to continue to make application to participate in the Internship Program offered through Municipal Affairs as this provides mentorship to up and coming municipal administrators and/or municipal finance staff.</p> <p>2018 – offer Kaitlyn Kenney 2nd year option for internship. If 2017 application is successful, hire and mentor Administrative Municipal Intern with a focus on Communications.</p>	<p>Kyle/all departments</p>	<p>May 2018</p>	<p>2017 Quarter 1 - Kaitlyn Kenney has been hired and will commence employment on May 8th Quarter 2 – Kaitlyn Kenney has started working for the County and is engaged in a variety of projects</p> <p>2018 Quarter 1 - Kaitlyn has agreed to stay for year 2. Hailey Hewstan Gish has been hired – She will start May 7th . Hailey has a degree in communications.</p>
<p>Communication Plan:</p> <ul style="list-style-type: none"> • Ongoing review and updating of County website • Explore Social Media for County of St. Paul – Facebook, Twitter – Need to develop policy around this- decide on time requirement – who do we allocate the responsibility to? • Annual Newsletter • Continue with Radio spots • Continue Newspaper County Page 8 	<p>Sheila</p> <p>Paulette</p> <p>Kyle</p> <p>Kyle/Paulette</p> <p>FCSS</p> <p>Phyllis/FCSS</p>	<p>Ongoing</p> <p>Dec 2018</p> <p>May 2018</p> <p>Ongoing</p> <p>Ongoing</p>	<p>2017 Quarter 2 – We are continuing to use website, newspaper, radio spots as well as a newsletter sent with tax notices to communicate with the public. We have not proceeded with social media as we do not have the staff capacity to stay on top of social media communication.</p> <p>2018 Quarter 1 – Kyle Attanasio is coordinating the use of radio ads to better utilize those ads to communicate to the public about happenings at the County. Staff are currently working on Annual Newsletter that will go out with Tax Notices. The annual budget document provides readers with highlights from 2017 and budgeted plans for 2018. Additionally Administration updates the Strategic Plan quarterly and posts on the County’s webpage.</p>

Appendix 1 for 8.7.: 2108 Strategic Plan

Develop a Digital Records Strategy that would include land files and planning and development files tying records to GIS mapping system Carryover into 2018.	Linda/Admin staff	Estimate 3-year program - complete Dec 2020	2017 Quarter 1 – Still a work in progress Quarter 2 – working with our GIS/Assessment providers and our IT providers to develop a strategy to file our land files and P& D files electronically. We also had a presentation from iCompass to review options for filing of other data. 2018 Quarter 1 - Signed agreement with Digital Connections to set up electronic filing system – will start by scanning land files that will be linked into the GIS System. Project should be underway in early May.
Hold meeting with Additional Named Insured Organizations (ANIs) for the purpose of re-familiarizing ANIs with insurance requirement and protocols			2017 Quarter 1: ANIs meeting scheduled for May 11th Quarter 2: Meeting with ANIs has been held; approximately ½ of ANIs were represented at the meeting; administration is planning to hold a second session in the Fall to ensure all ANIs can attend
Make regional applications under the ACP Grant fall 2017 to implement in 2018: <ul style="list-style-type: none"> • ICFs (Rural) • ICFs (Urban) • Storm Water with St. Paul as per AER • Transportation Study • Other? 	Sheila/Kyle/Krystle/Kaitlyn	Dec 2018	2018 Quarter 1 -Received approval ICFs (Rural) - \$200,000 ICFs (Urban) - \$200,000 Storm Water (in partnership with Town of St. Paul)– \$195,000 Transportation Study (in partnership with County of Two Hills) - \$67,500

Administration – Policy			
Action	Lead	Target Date	Quarterly Report
Policies/Bylaws to draft or review	Kyle		2017 Quarter 1 – Policy Meeting scheduled for 2nd Quarter

Appendix 1 for 8.7.: 2108 Strategic Plan

<ul style="list-style-type: none"> • Salt Management Plan • Procurement Policy • Employee Code of Ethics – update • Council Code of Ethics – per new MGA • Public Participation – per new MGA • Update HR policies to coincide with changes to the Employment Standards Code. • Reimbursement for expenses policy – consistent with CRA guidelines • Fit for Duty policy 			<p>Quarter 2 – Policy Meeting held on June 23rd; policies will be brought before Council in Quarter 3 and another Policy Committee meeting has been scheduled for Quarter 3</p> <p>2018</p> <p>Quarter 1 – Policy meeting was held in late December 2017 to ensure that we had policies approved that coincided with the Employment Standards Code Changes. Policies were changes Dec 19 at a special council meeting that dealt with:</p> <ul style="list-style-type: none"> • Overtime HR-21 • Statutory and Declared Holidays HR-30 • Guaranteed Wage for Grader Operators HR-74 • Leave of Absence HR-113
Reorganize Agreements	Kyle	Dec 2017	<p>2016</p> <p>Quarter 1 – No action yet; aiming for second quarter</p> <p>Quarter 2 – Started reviewing agreements that require updating and identifying areas where agreements require development</p> <p>Quarter 4 – Standard agreement finalized; will explore organizing agreements in the new year.</p> <p>2017</p> <p>Quarter 1 – No action yet; joint servicing agreements will start being reviewed in Quarter 2</p> <p>2018</p> <p>Quarter 1 - Working on compiling complete list of agreements</p>
Administration – Building Corporate Capacity			
Action	Lead	Target Date	Quarterly Report

<p>Continue Succession planning processes that will ensure staff are ready for new roles as staff retire in the coming years. \$35,000 team building, leadership training, knowledge transfer (Asset Mgt/GIS database)</p> <p>Continue courses - Consider leadership/team building courses late in 2018 to encompass new staff</p> <p>Cross Training of staff positions nearing retirement.</p> <ul style="list-style-type: none"> • In preparation for change in Finance Department hire new staff for department Oct 2018 for training/cross training to be ready for retirement in 2020. • Continue training and knowledge transfer for GIS/Taxation Technician. 	<p>Sheila</p>	<p>Dec 2016</p>	<p>2014</p> <p>Quarter 1 – Effective Teams and Leadership courses completed for the first group in January; second round of staff started courses in March. Great feedback from staff and process changes have been undertaken to improve communication to staff.</p> <p>Quarter 3 – courses will resume in October finishing by mid-December</p> <p>Quarter 4 – Courses will extend into January due to snow removal during the end of November.</p> <p>2015</p> <p>Quarter 1 – 2015 – Courses complete for 2014 group. Next courses to commence late October.</p> <p>Quarter 3, 2015 – Council has approved an Organizational Review to have a look at how the County will look in the future with the eventual retirement of key municipal staff in the next 1-5 years. Review to be completed in the 4th quarter. Report to Council in 2016.</p> <p>Quarter 4, 2015 – Nichols Applied Management has undertaken Organizational Review including an Employee Engagement Survey. Work will be completed in December 2015, with a final report to Administration and Council in January.</p> <p>2016</p> <p>Quarter 1, 2016 – An Organization review was conducted by Nichols Applied Management – Jeff Bellinger during the last quarter of 2015 – his report was delivered to Council in February 2016 and is available on the County’s website. He has suggested some reorganization of departments as key individuals consider retirement. Leadership Training has been started for County staff in February and will be completed in April 2016.</p> <p>Quarter 2, 2016 – Leadership Training completed in April 2016.</p> <p>Quarter 3, 2016 – Staff who have missed courses in the training will be able to pick up these courses outside of the County.</p> <p>2017</p> <p>Quarter 1-3 – Crystal St. Arnault continues to train, learn, and document processes for the GIS/Taxation Technician position.</p>
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			2018 Quarter 1 – Budget includes new position in Corporate Services to commence in October 2018 to train in Payroll, so Payroll person can crosstrain with Finance Officer.
Continue Team building for all staff – minimum of 2 events per year	WHSC	Fall 2018	2017 Quarter 1 – Team Building event scheduled for April 7th. Quarter 4 – Team Building event held October 27 2018 Quarter 1 – Regional Team Building event is scheduled for April 27, 2018.
<p>Explore Employee Attraction and Retention Strategies:</p> <ul style="list-style-type: none"> Employee Engagement Survey – every 2-3 years – last one completed in 2015 Consider a subsequent Employee Engagement Survey in 2018 following reorganization and retirements. Expected cost \$5,000 Contact SPERD for opportunities to present to Grade 6 and 11 classes regarding municipal government. Career opportunities in municipal government. Continuation of Team Building Events Succession Planning – Effective Teambuilding and Leadership series 	Sheila/Janice	Dec 2017	2017 Quarter 1 – County will participate in Career Fair on April 12, 2017 that will include Students from the St. Paul Region – over 550 students. The County will have a hands-on demo of a grader simulator as well as another site to discuss other career opportunities with the County. Quarter 3 – County attended Job Fair held on Saddle Lake First Nation in September.

Appendix 1 for 8.7.: 2108 Strategic Plan

<ul style="list-style-type: none"> • 360 reviews for Management team. • Explore ways to find and retain skilled employees • Complete more background research when hiring. Check resumes better • Exit interviews • Formal Compensation Survey/Review including review of job descriptions and interviews with staff and council where necessary. Estimated cost \$35,000 			
Continue to monitor and update the new Performance Appraisal System to ensure it meets the needs of management and staff.	Sheila	Jan 2017	<p>2017</p> <p>Quarter 1 – Supervisors have attended training sessions and performance appraisal system has been updated to reflect industry best practices and suggestions from supervisory team; performance appraisals to take place in 2nd Quarter. The new process has been rolled out to staff in March 2017.</p> <p>Quarter 2 – Many of the employee performance appraisals have been completed. We are trying to move the process to fall to coincide with moves on salary grids in January.</p> <p>2018</p> <p>Quarter 1 - Performance Appraisals were initiated late fall 2017 and completed in January 2018.</p>

Goal 3 – Assessment

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

Action	Lead	Target Date	Quarterly Report
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Work with Accurate Assessment to ensure correct assessment of properties in the County of St. Paul and communicate any required changes to residents as procedures and methodologies change in the assessment department. Implement changes once a complete cycle	Accurate/Sheila	ongoing	<p>2018</p> <p>Quarter 1 – Accurate Assessment attended a meeting with County Council in early April to update council regarding the assessment process and progress made since they have taken over the assessment contract.</p>
<p>Determine strategy regarding centralized assessment of industrial properties. Try to ensure smooth transition. Audit procedure?? Entry into CAMALOT system.</p> <p>Negotiate hybrid method of Assessment delivery for Designated Industrial Properties – work with the Province during the transition process to centralized assessment for these properties.</p>		As new MGA is proclaimed	<p>2017</p> <p>Quarter 1 – Administrative staff have attended 2 meetings with Alberta Municipal Affairs team to hear how they plan to roll out the change for assessment of Designated Industrial Properties. Quarter 2 – Municipal Affairs is looking for information from municipalities regarding their designated industrial properties to be forwarded to them in the 3rd quarter. Still no definite information received regarding the process. Quarter 3 – Received confirmation from Alberta Municipal Affairs that the County has been selected to provide assessment services to the province for our Designated Industrial Properties – agreement to follow.</p> <p>2018</p> <p>Quarter 1 – County signed Hybrid Agreement with the Province to provide assessment for Designated Industrial Properties in the County for the 2018, 2019, and 2020 tax years. The County has an agreement with Accurate Assessment to be our assessors for the next several years, for both residential, non-residential, and designated industrial property assessment. As part of the Hybrid Agreement, the County will invoice the Province for the cost of providing the assessment on Designated Industrial Properties which will include the cost of assessors as well as County staff. The Province provided the requisition amount required to be collected from Designated Industrial Property owners at the end of March. This requisition and tax rate form part of the County's 2018 budget.</p>

Goal 4 – Economic Development

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

Action	Lead	Target Date	Quarterly Report
Explore opportunity around high speed internet for the County – what it means for Economic Development.	Sheila	Dec 2017	<p>2017</p> <p>Quarter 1: Administration has attended workshops with Alberta HUB. HUB is currently carrying out a broadband project in collaboration with the Northern Alberta Development Council. MCSNet has indicated they are interested in applying for a Federal Grant to run fibre to some of our communities.</p> <p>Quarter 2 – Council provided a letter of support for MCSNet’s grant application.</p> <p>2018</p> <p>Quarter 1 – MCSNet has received the Federal Government grant they applied for and will be running fiber in Highway 28 – they plan to connect the communities of Ashmont and Mallaig with fiber as they carryout their project. Additionally, the County is constructing a communications tower as part of the Water Transmission Line project that will bring water from Ashmont to Mallaig. The County will work with MCSnet to allow them access to this tower to enhance service in that area.</p>
<p>Explore opportunities for application under the new provincial CAREs program for regional economic development</p> <p>Implement CARES grant if we are successful - development of a Regional Economic Development Strategy</p>	Sheila/Kyle	Dec 2017	<p>2017</p> <p>Quarter 1: Meeting with local economic development organizations set up for 2nd Quarter</p> <p>Quarter 2: CARES Grant Application submitted in Quarter 2; awaiting results which are anticipated in Quarter 3.</p> <p>Quarter 3: We are still waiting for results of grant application submitted.</p> <p>2018</p> <p>Quarter 1 – The County is successful in obtaining the CARES Grant. We will be working with a consultant to develop a</p>

			<p>Regional Economic Development Strategic with our Regional partners – Town of St. Paul, Town of Elk Point, and SV of Horseshoe Bay. The procurement for a consultant has started in the 1st Quarter, and we will choose a consultant by the end of April.</p>
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Goal 5 – Fire

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

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Appendix 1 for 8.7.: 2108 Strategic Plan

<p>New Equipment for Mallaig Fire Department:</p> <ul style="list-style-type: none"> ○ Helmets \$3000 ○ 2-SCBA Packs w. tanks \$10,000 ○ 4-Carbon Fiber Spare tanks \$4,500 ○ Modify cabinet \$2500 ○ Desk/equipment \$2000 ○ Nozzles/fittings \$1000 ○ Hose \$2400 ○ Decals \$800 ○ Miscellaneous \$1800 ○ Training \$2000 	<p>Tim/Mallaig Fire Chief</p>	<p>Dec 2018</p>	<p>2018 Quarter 1 – Purchases deferred to 2nd quarter.</p>
<p>New Equipment for Elk Point Fire Department</p> <ul style="list-style-type: none"> ● Bunker Gear ● Rubber Hoses ● SCBA Packs ● Compressor 	<p>Tim/Elk Point Fire Chief</p>	<p>Dec 2018</p>	<p>2018 Quarter 1 – Purchases deferred to 2nd quarter.</p>
<p>New Equipment for St. Paul Fire Department</p> <ul style="list-style-type: none"> ○ Mini-Pumper \$100,000 – in 2019 <p>St. Paul Future Truck Replacements</p> <ul style="list-style-type: none"> ○ 2019 – Command Unit (Jointly owned with Town) ○ 2020- Pumper (2004 Freightliner M2 – 900 gallon tank) ○ 2026 – Rescue Truck (2011 Freightliner M2) 	<p>Tim/Trevor</p>	<p>Dec 2018</p>	

Appendix 1 for 8.7.: 2108 Strategic Plan

<ul style="list-style-type: none"> ○ 2027 – Tanker (2007 Freightliner M2 Tandem – 3000 gallon tank) ○ 2036 – Rescue (2016 Ford F550 Super Duty 4X4) 			
QMP update – inspection of commercial buildings in St. Paul	Trevor/Tim	Winter 2017	2017 Quarter 1 – On going. Quarter 2 - On Hold – Reviewed once with County Council, will review again in the future. – TREVOR
Continue annual capital contribution for fire equipment to be set up in reserve to even out budget requirements over the years. - \$136,000	Sheila/Darlene	Dec 2018	2017 Quarter 1 - 20 Year Replacement Reserve approved in Interim Budget 2018 Quarter 1 – 20 year Replacement Reserve approved in the Interim Budget (increased from 2017 at \$96,000 annually to \$136,000 as the replacement of pumper trucks reduced from 25 years to 20 years)
Explore having an independent Fire Fighter Engagement Survey for each department.	Tim		2018 Quarter 1 – Deferred to 2nd quarter
Coordinate EAP Program to provide information to Volunteer Fire Fighters regarding benefits they can access.	Tim		2018 Quarter 1 – Deferred to 2nd quarter – scheduled for April.
Explore having a Full Time paid Deputy Fire Chief that would provide services to all four fire departments in the County to enhance Administrative and	Tim		2018 Quarter 1 – Deferred to 2nd quarter

Training efficiency and coordination			
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Goal 6 – Emergency Management & Occupational Health and Safety

Goal 6: That the County proactively is prepared for emergencies that may arise in the region. Safety of staff is important for everyone. The County will provide the tools, training, and oversight to ensure the safety of staff and others working for the County.

Action	Lead	Target Date	Quarterly Report
Continue Regional Emergency Management Training	All required	As required	2017 Quarter 1 - Elk Point Allied Arts Center back-up power has been complete. The Town of St. Paul generator was brought out and a load test was conducted on the bldg. and generator. The generator is at its max to run the bldg.. No A/C can be used as it draws too much power. Sim Cell mock exercise is scheduled for the 3rd Q. AFRCS radios are in and have been given to Elk Point, St. Paul, Ashmont fire chief's. One radio had to be sent back for an upgrade. That will be for Mallaig. The base stations are also here and will be going into the ECC at the St. Paul and Elk Point fire hall ECC's. The REMP was reviewed and updated. Changes of the REMP were sent to all stakeholders. Ongoing training for new Agency members and past ones who need to complete specific training. Emergency Preparedness Week is May 7-13 this year. We'll be setting up tables again in St. Paul and Elk Point Coop. Quarter 2 – Emergency Preparedness Week went well. Lots of information was provided to the public. We had 2 locations set-up, Coop in St. Paul and Coop in Elk Point. We conducted a draw for EP Week. 3 people won EP Kit,
Regional Emergency Management exercises. ESS Exercise in Elk Point for 2018	Rob	Fall 2018	
Continue Implementation of Mass Notification System	Rob	1 st quarter 2018 - ongoing	
Set up larger ECC – St. Paul – Potentially in Town of St. Paul Office – old FCSS location (lower level)	Rob	Early 2018	
Community readiness/education sessions	Rob	Ongoing	
Consider additional purchase of AFRCS radios for Fire Departments. Perhaps through granting process?	Rob	Upon grant approval	
Fire Smart Program – find and support local champions in order	Rob	Dec 2018	

<p>to make grant application for the same. Work with SV of Horseshoe Bay who has a champion already.</p>			<p>a wilderness first aid kit, and a regular first aid kit. Work has continued with the development of the Sim Cell exercise. Will be working with AEMA on it soon for feedback. A lot of people have been signing up for the CommAlert System. This was triggered by the funnel cloud that was spotted west of St. Paul June 28, 2017. Setting up and organizing training for the Emergency Agency and Committee. Updating the REMP with contacts again. Emergency Mgmt. Facebook is getting a lot of use and attention by the public. Great use of social media to get our messages out. 2018 Quarter 1 – Moved into new ECC/Safety Training Center in the lower level of the Town of St. Paul Administration Office. <ul style="list-style-type: none"> ECC almost fully operational. Need to get radios hooked up. One bathroom will be renovated and turned into a storage room. Keys were given to the Deputy DEM's to access the bldg.. for an emergency after hours. Phone lines are connected. Additional phone lines are being ran as emergency lines for ECC staff. Applied for 2 grants through FRIAA. One for \$500 and the other for \$70,000. We were successful for the \$500 public education grant. We'll plan a day in June to do the public awareness/education. Alert System still has people signing up. We will be promoting it again during Emergency Preparedness Week </p>
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			<p>May 7 – 11. We are also promoting it on our Facebook page.</p> <p>We have all Stakeholder ERP's. They all have ours. We have a good relationship with them, they want to participate in any mock exercises we do, and they want us to attend theirs.</p> <p>Mock exercise will happen in the ECC once radios are up and running. Plan is to test the ECC to see what works and what needs to be changed.</p> <p>EAC and REMA members are ongoing with their training, we've had some changes and have had to send people to take some courses. Lots of courses are being offered by AEMA, Rob will send to the people who need to attend. AFRRCs radios are running. We ordered a few more radios for the Rescue Trucks for all the FD's with the leftover grant money from the ACP Grant that was acquired to update Communication Towers.</p> <p>HRVA will need to be scheduled for this year. Looking at the 3rd Q.</p>
Courses for Management and Staff as determined by JWHSC	Rob/PW Supervisors	Ongoing	<p>2017</p> <p>Quarter 1 – Courses are being scheduled with the input from all mgmt. where time allows it. Some courses will be on-line and others will be classroom.</p> <p>We are setting up Air Brake 'Q Endorsement' training</p> <p>Fall Protection</p> <p>Defensive Driving</p> <p>Quarter 2 – LSE online training was sent to some Mgmt. who have started. A classroom session is scheduled for the Fall.</p> <p>Fall protection training was completed by approx. 25 people</p> <p>Air Brake training was completed by some employees from each municipality and also all 4 fire departments.</p> <p>2018</p> <p>Quarter 1 – Ongoing updates for first aid recertifications.</p>

			<p>We have booked an Asbestos Awareness and Abatement course for supervisors and employees. Ongoing training scheduled for Fall Protection, Ground Disturbance, Confined Space, and LSE.</p> <p>Getting some quotes for a Defensive Driver Training course.</p> <p>Regional Team Bldg. has been scheduled and is being worked on for April 27.</p>
Implement Safety Management Systems update for all three municipalities	Rob	Winter 2017	<p>2016</p> <p>Quarter 1 - Regional Safety Management System (RSMS) is currently being developed. An Incident Management binder will also be developed. New components developed have been rolled out to all employees and are being used, i.e., Field Level Risk Assessments (FLRA's).</p> <p>Quarter 2 - FLRA's are being used consistently. We have also rolled out and are now using the Hazard ID and Near Miss report cards. Job Safety Analysis (JSA) is being used for more high risk work activities (Construction Crew). RSMS is approx.. ¼ complete.</p> <p>2017</p> <p>Quarter 1 - The RSMS and IMP are both completed in draft format. The RSMS has been sent in sections to the regional JWHSC for review and feedback.</p> <p>A regional code of practice has been developed for ground disturbance and confined space activities. It is being reviewed by mgmt.</p> <p>A contractor pre-qualification process was developed and has been sent to the CAO's for review and feedback.</p> <p>A bear spray policy was prepared and sent to the CAO's so it can be passed at their next policy meeting.</p> <p>Continuing on developing SOP/SOG's.</p> <p>Quarter 2 – The code of practices are finalized and now being used. The contractor pre-qualification process is on hold and waiting for a meeting to discuss some items.</p>

			<p>The RSMS and IMP are scheduled for a full day review on July 17th by the Regional Joint Health & Safety Committee. We are seeing the Ground Disturbance forms being filled out and also the Confined Space Forms.</p> <p>2018 Quarter1 – The SMS Binders have been made and distributed to all areas. The binders are numbered and being tracked. Safety Handbooks were made and are being given out to all current and new employees. Contractor Pre-Qualification process is ongoing. Lil completed the Safety Mgmt. System training and the Auditor training. She is now a certified auditor. Continuing to develop and work on Safe Work Procedures and Practices. Working on a Fit for Duty Policy and Procedure for the upcoming Medical Cannabis that'll be legislated in Aug.</p>
Offer Leadership for Safety Excellence Courses	Rob	Continue 2018	<p>2018 Quarter 1 – We are going to be scheduling another LSE for supervisors who didn't take the course last year. We'll be setting it up for Q2.</p>
Provide Safety incentives/recognition awards	Rob/Sheila	Throughout the year	<p>2018 Quarter 1 – We have been giving out gift cards for safe work but has been very sporadic. We plan to push this harder in Q2.</p>
Continue to monitor Working Alone System			<p>2017 Quarter 1 - Spots are causing lots of problems. Caitlin has</p>

			<p>been troubleshooting with Aware360 to get things on track and organized. The Transfer Stations will be getting Spots as they typically work alone.</p> <p>Once we get the Spots up and running properly it will be rolled back out the grader operators again.</p> <p>Quarter 2 – The SPOTS have had a lot of attention to get them in operation status. We have all the problems worked out and have them running properly. We have more staff now using them. We also have staff that are using the APP on their phones.</p> <p>2018</p> <p>Quarter 1 – This is ongoing and being checked on a regular basis without any issues. Soon all the SPOTS will be going back out once the summer staff start up again. This may show some problems, but will be addressed as a training issue.</p>
Explore the purchase of a new vehicle for the Director of Emergency Management and Occupational Health and Safety as his current vehicle is too small to accommodate equipment/passengers.			<p>2018</p> <p>Quarter 1 – I have found a vehicle that makes better sense for my position. It won't be available until mid-April to early May. The vehicle will be able to hold all the equipment required and be able to accommodate passengers when necessary for Director's job.</p>

Goal 7 – Protective Services

Goal 7: Efficacious law enforcement

Action	Lead	Target Date	Quarterly Report
Promote Spring Clean-up inform	Tim	Summer 2018	2017

<p>residents about what they can recycle in the County as well as offer one month with no tippage fee for appliances that have a Freon removal charge</p> <p>This needs to be coordinated with the Town of St. Paul and Town of Elk Point</p>			<p>Quarter 1 – Partnering with Town of St. Paul, Town of Elk Point and Evergreen to allow town/county residents the opportunity to bring fridges/freezers/water coolers to any transfer station/landfill at no charge for Freon removal for a two-week period May 15 – 28, 2017. Council decided to keep the program to this level this year instead of picking up larger items in hamlets or subdivisions.</p> <p>2018</p> <p>Quarter 1 – Deferred to 2nd quarter</p>
<p>Explore enhanced policing services in collaboration with neighbouring municipalities, First Nations, and Metis Communities</p> <p>Explore increased use of Rural Crime Watch in the County.</p>	Sheila	December 2018	<p>2016</p> <p>Quarter 2 – have had an initial meeting with Whitefish First Nation to discuss this item as part of the agenda. Also made application to FCM for grant to work on relationship building with Saddle Lake. This item would be on the relationship building list.</p> <p>2017</p> <p>Quarter 2 – CAO attended Community Wellness Committee meeting organized by the St. Paul RCMP Staff Sargent. This cross functional committee is exploring ideas that would increase community wellness.</p>

Goal 8 – Public Works/Transportation

Goal 8: Services provided by Public Works minimize negative impact on agricultural land, are provided in a safe, cost-effective manner and enhance quality of life for residents.			
Action	Lead	Target Date	Quarterly Report
Continue to utilize Road Use Agreements for road damages	Mark/Bryan	Ongoing	<p>2016</p> <p>Quarter 1 – Road use agreements are being worked on with different industry players in the County. Council approved amendments to the agreements.</p> <p>2017</p> <p>Quarter 1 – Road use agreements are being worked on with different industry players in the County.</p>
Work with Town of St. Paul on upgrades to St. Paul Airport	Sheila/Kyle	Dec 2018	

lighting as per the STIP Grant they received in 2017.			
Support STIP Grant Application for the upgrade of the Elk Point Airport with consideration of limited funds to be contributed from the County of St. Paul on the condition that either community groups or industry also participate.	Sheila/Kyle		

Goal 8A: Road system is maintained and upgraded on a regular basis to ensure safety and good quality roads			
Actions	Lead	Target Date	Quarterly Report
Road and Bridge Construction			
See Appendix A for listing of road, bridge construction. See Appendix B for listing of Oiling, Gravel and Special projects	Mark		2018 Quarter 1 – Lafond Road tendered out to determine cost of contracting out vs. constructing with County forces. Tender awarded to Rondell Contracting.
Make application under the STIP Program for the Bridge Program in 2018. Make application under the STIP program Local Municipal Initiatives Program for the Moosehills Road. Make application under the National Trade Corridors Fund for the repair of Moosehills Road	Mark/Steven		2016 Quarter 3 – Council approved 5 miles of engineering for Northern Valley Road that will assist with grant application once the new program is announced. 2017 Quarter 1 – Strategic Transportation Infrastructure Program grants were submitted for Bridge File 72560 and 78684 as well as the Northern Valley Road; awaiting results Quarter 2 – STIP Grants were approved for all three projects. The Northern Valley Road project which is the re-grading of 7 miles of road to Resource Road Classification has been tendered out with construction to start in Quarter 3. The

Appendix 1 for 8.7.: 2108 Strategic Plan

			<p>Bridged Files will be constructed by County forces in Quarter 3.</p> <p>Quarter 4 – STIP grants were submitted for 3 bridge file replacements and 1 bridge file repair. We also submitted an application under the Local Municipal Initiatives portion of the grant to repair the Moosehills Road where there is a slide. We applied for Phase I & II of this project that would remove 1.5 meters of fill from the road in an attempt to stabilize it. We would also partner with Industry as part of this project.</p>
<p>Review of County owned land – possible sale of properties</p> <p>Gravel testing on properties identified in review (when time permits)</p>	Public Works	Dec 2018	<p>2018</p> <p>Quarter 1 – County has been testing for gravel in the north part of the County where gravel inventories are low. We have used a geologist to assist the County in determining the best locations in the County to look for gravel (in Division 5 & 6).</p>
Explore new oiling projects based on cost analysis data of maintenance of gravel road versus maintenance of oil, traffic volume, road classification system.	Council/PW		
Consider annual contribution to Roadway Infrastructure Maintenance Reserve Fund	Council/Admin	Budget 2018	
Decrease private sales of gravel – cap at 20 yards per year at \$15/yd – requires policy change	Council/PW	Jan 1, 2018	<p>2018</p> <p>Quarter 1 – policy change for this was completed end of 2017.</p>
Consider implications of road construction where land has been identified as having Clubroot – may delay road construction projects.	Council/PW/ASB		<p>2018</p> <p>Quarter 1 – 2018 budget included allocation for the washing of all equipment on road projects. All equipment will be washed prior to leaving a road project.</p>

Goal 8B: Public works equipment is maintained and upgraded on a regular basis			
Action	Lead	Target Date	Quarterly Report
See Appendix C for listing of equipment purchases	Mark		

Goal 9 - Utilities

Goal 9: Utility systems are maintained and upgraded on a regular basis to ensure effective and efficient delivery of services			
Action	Lead	Target Date	Quarterly Report
Work towards improved water quality in Ashmont and Mallaig			2013
Design and Construction of water transmission line from Ashmont to Mallaig – with Federal and Provincial grant dollars as well as debenture funding. – 2018	Sheila/Bryan/Urban Systems/Utilities Staff	March 2019	Quarter 1, 2013 - Ashmont Water Treatment plant detailed design is complete. As of April 30, ready for tendering. Administration to liaison with AT to determine if projects that exceed the approval will be funded....this will be part of any tender document. Council to determine if we proceed to tender at the May Council meeting.
Upgrade Truckfill in Mallaig – 2019	Bryan/Utilities Staff	Dec 2019	Quarter 2 - Ashmont Water Treatment Plant was tendered out. Council to determine if tender will be awarded following review by Alberta Transportation – and approval by Transportation to cover the unfunded portion – when they are able. Quarter 3 – Following meeting with Alberta Transportation and letter received regarding funding – Council determined to put the awarding of the tender for the Ashmont WTP on hold in order to look at other options. Options that will be explored include: connection to Hwy 28/63 Water Commission at Spedden; connection to St. Paul; and construction of WTP. Council will make determination at October Council meeting. Quarter 4 – Council received report from Urban Systems and based on the report made a resolution to proceed with a scope change requesting to build a line from St. Paul to Ashmont – provided the Town of St. Paul is interested in

		<p>supplying water to the County. Then in November, the County received new information regarding the price of water from the Hwy 28/63 Commission at Spedden, as well they asked Administration to research potential water line from Cold Lake to Glendon.</p> <p>2014</p> <p>Quarter 2– Council approved the expenditure of \$20,000 to look at the supply of water that can be provided to the County of St. Paul from the Hwy 28/63 Commission. This study will provide Council with information as to what population will trigger required upgrades on that line and the scope of the upgrades – pumping or twinning of lines.</p> <p>Quarter 3 – Council received Associated Engineering report at the September Council meeting – decision was deferred to a future meeting.</p> <p>Quarter 4 – Council resolved to ask for a scope change to connect to the Spedden line. Application was sent to Alberta Transportation.</p> <p>2015</p> <p>Quarter 1 – Water Supply Agreements and agreements to utilize a Smoky Lake County building discussions have begun. These discussions have resulted in further amendments to the scope of the project that have been submitted to Alberta Transportation as at March 31, 2015. Detailed design of the transmission line and Ashmont connection are underway, the connection at Spedden is being held up by the negotiations with Smoky Lake County and Alberta Transportation.</p> <p>Quarter 2 – Have met with Alberta Transportation staff to discuss latest scope change – they have agreed to the scope change and have sent to the Minister recommending approval. We will be re-routing water line in Ashmont to avoid the Iron Horse Trail and potential contaminated soil in that area.</p> <p>Quarter 3- County has received approval from Alberta Transportation for the scope change. Engineering detailed</p>
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		<p>design is continuing.</p> <p>Quarter 4 – Final Detailed design is almost complete. We have entered into an agreement with Muni-Corr regarding using the Iron Horse Trail ROW for the waterline. Administration and Engineers have looked at the first draft agreement between the County and the Highway 28/63 Water Commission as well as between the County and Smoky Lake County. We will have a meeting early in January to work out some more details. A borrowing bylaw will be approved in December for the County’s portion of this project. County sent a letter to Alberta Transportation requesting consideration of the Water for Life Funding to extend waterline from Ashmont to Mallaig. A letter has been received back indicating the County’s request is in the que.</p> <p>2016</p> <p>Quarter 1 – County Council has approved Construction Access Agreement with Smoky Lake County. The 12 km Water Transmission Pipeline project has been tendered out with tenders to be opened on April 5, 2016.</p> <p>Quarter 2 – Water Transmission project was tendered with the award going to Directional Mining and Drilling. The project commenced in May 2016 and is expected to be completed by end of September. Approximately 1/3 of the pipe is installed by the end of June 2016. Council approved the Water Supply Agreement with Highway 28/63 Water Commission.</p> <p>Quarter 3 – The waterline from Spedden to Ashmont is complete, however the work within the water treatment plants at both ends will not be completed until later in October. Plans to flush distribution systems in Ashmont and Lottie Lake are being delayed until commissioning of the system. Debenture for the project has been received in the amount of \$785,000.</p> <p>September 1 the Federal Government announced funding under the clean water and wastewater program that will</p>
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			<p>assist with funding for the water line from Ashmont to Mallaig. Council approved to commence negotiation with Urban Systems for engineering of the last leg of this project. Urban Systems has been the engineer for the project since 2010.</p> <p>2017</p> <p>Quarter 1 – It has been determined that the Ashmont to Mallaig project requires an Inter-Basin Transfer which requires a Special Act of the Legislature to be approved. The process involved public consultation with stakeholders as well as an Environmental Impact Study. The Environmental Impact Study has been completed. Public Consultation process has been determined and will commence in the 2nd quarter. We expect to complete the process by end of May and have this presented on the Legislative agenda for Fall 2017. This process has delayed the design and construction of this project to fall of 2017 – construction to be in 2018. Administration has requested an extension to March 2019 for project completion.</p> <p>The Spedden/Ashmont project is winding down with the water starting to flow in December 2016. However substantial completion was not reached until late January. The contractor still has a few outstanding items to complete in 2nd quarter to finalize the project - some of these include work on the trail that can't be completed until the weather warms up.</p> <p>Quarter 2 – The County has completed its public consultation regarding the Inter-Basin Transfer required to get water to Mallaig. The consolidated information has been sent to Alberta Environment with the expectation that it will get on the Fall 2017 Legislative agenda. Work on the upgrades to the Highway 28/63 water line have commenced with engineering design being worked on. Expect this work to be tendered summer of 2017.</p>
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			<p>Administration is working with our engineers to ensure completion if deficiencies on the Spedden/Ashmont line. Quarter 3 – the Inter-Basin Transfer Special Act will be considered at the fall sitting of the legislature. Our Inter-Basin Transfer has been combined with the Inter-Basin Transfer that is required to get water to Whitefish First Nation.</p> <p>Anticipate deficiencies on the Spedden/Ashmont project to be completed by end of the year.</p> <p>Quarter 4 – the Inter-Basin Transfer was approved at the Legislature. Project design is being finalized for tender in early 2018.</p> <p>All deficiencies for Spedden/Ashmont project were complete as of Dec 31 – the project has been capitalized on the County's financial statements. Final accounting to be sent to the province following yearend and budget preparation in 2018.</p> <p>2018</p> <p>Quarter 1 – the project for Ashmont-Mallaig has been broken into two parts. The pump upgrade required to supply water to Mallaig is designed and tender is awarded in early 2018. This portion of the project is to be managed by the Highway 28/63 Water Commission. The County is providing the funding for the project through the grant and an agreement with the Commission. We anticipate this portion of the project to be complete by July 2018.</p> <p>The Transmission line was also tendered in the 1st quarter and awarded in March to Berretta. We anticipate the project to commence in later April 2018. Both projects together come within the budget, however the pump upgrade is anticipated to cost less than the estimate, while the transmission line will be slightly more than the original estimate.</p>
When requested, explore	Sheila	2018 as requested	Quarter 1,2,3,4 – No requests

Appendix 1 for 8.7.: 2108 Strategic Plan

providing water to Developments			
2018 – Explore expansion of Ashmont water distribution line to Paulhaven Camp and Cameron Cove.	Sheila/Bryan	2018	2017 Quarter 1 – Some interest from a few residents at Mann Lakes – we will be trying to determine the level of interest and be open to discussions regarding potential connection.
2017/18 – Explore expansion of Ashmont water distribution line in Bayview Beach to area that is interested in connection	Sheila/Bryan	2017/18	
Allow water connections for Smoky Lake Residents as per agreement with Smoky Lake County and Highway 28/63 Water Commission. The cost of these connections to be paid by the resident.	Bryan/Sheila	Dec 2018	2016 Quarter 1 – in 2016 Council entered into agreements with Smoky Lake County and the Highway 28/63 water commission that would allow the connection of Smoky Lake County residents along the County of St. Paul owned water transmission line to access water and be billed by the County. Council made a motion indicating that any Smoky Lake County resident wishing to connect to the transmission line could connect provided they paid the entire cost of the connection and applied to be a utility customer of the County of St. Paul. 2017 Quarter 2 – One Smoky Lake County Resident is getting ready to hook up to the transmission line. We have provided him a quote for the meter vault – the County would look after the construction of this and invoice the full cost to the resident.
2014-2015 Consider application under new Federal Program for upgrade of water distribution systems in Lottie Lake, Ashmont, Bayview Beach, potential Co-ops off St. Paul/Elk Point line (with the municipal portion funded by residents)	Sheila	When announced	2013 Quarter 2 – Program will not be open for applications until 2014. 2014 Quarter 2– Open Houses were held for Lottie Lake and Ashmont residents in June to determine support for new water distribution lines. A newsletter was sent out in June to all residents giving them until the end of July to respond

2018 – Explore new funding opportunities under new Provincial Government for replacement of water distribution lines in Lottie Lake and Ashmont.	Kyle	Ongoing	– Council will proceed with an application based on these responses. Quarter 3 – Council reviewed the responses from Lottie Lake and Ashmont residents. It was determined to submit Building Canada Grant applications for both projects when the program is available to receive applications. It has been indicated that no applications will be accepted until early 2015. Quarter 4 – Building Canada grant not accepting applications yet. 2015 Quarter 1– Building Canada Grant application for distribution lines in Lottie Lake and Ashmont was submitted on April 1, 2015. Quarter 3 – we did not receive grant for this project. 2017 Quarter 2– The County continues to research grants that may be used to replace waterlines. 2018 Quarter 1 – the Federal Government has announced more funding under the Build Canada Program – we are waiting to see details of funding to see if they may apply to distribution lines.
Consider Local Improvement Tax as option to replace water distribution lines in Lottie Lake	Sheila	Dec 2018	
2018 Set rates for the use of the Waste Water Transfer Station south of Lafond. Begin using – need to determine best method to move waste from transfer station to Ashmont Lagoon. – Contract hauler or purchase of equipment	Sheila/County of Two Hills/Bryan	Spring 2018	2018 Quarter 1 – meeting scheduled with County of Two Hills and Urban Systems April 13.
Conduct and inventory water wells in subdivisions and ensure they are secured and signed as non-potable water supplies. Include their location on the GIS	Danny	Summer 2018	2015 Quarter 3 – Not completed Quarter 4 – Not completed 2016 Quarter 2 – Work in Progress

System –			
Continue to negotiate with the Salt Plant regarding changes to water and sewer services for the residents of Riverview.	Sheila/Utility Staff	1 st quarter 2018	<p>2015</p> <p>Quarter 1 – Included septic tanks for Riverview. Working with legal counsel regarding update to Utility bylaw – will arrange meeting with residents following update of bylaw.</p> <p>Quarter 2 – working on Utility Bylaw – hope to have ready for Council consideration in September.</p> <p>Quarter 3 – Utility Bylaw will be effective January 1, 2016, therefore meeting will be deferred to new calendar year.</p> <p>Quarter 4 – Administration will hold meetings with residents and salt plant in early new year.</p> <p>2016</p> <p>Quarter 1 – Administration is obtaining legal advice and opinion regarding the utility services in Riverview.</p> <p>Quarter 2 – Administration continued work with legal counsel to determine strategy for utility services in Riverview</p> <p>Quarter 3 – legal opinion has been received. Meetings to be scheduled in the 4th quarter.</p> <p>2017</p> <p>Quarter 1 – We are working with a lawyer to draft a letter to the Salt Plant regarding the provision of utility services in Riverview. We will be sending that letter out early in the 2nd Quarter.</p> <p>Quarter 2 – letter was sent to Salt Plant – no response yet, have been following up by email.</p> <p>Quarter 3 – received email from Salt Plant indicating they feel they are not responsible for the water/sewer services in Riverview.</p> <p>2018</p> <p>Quarter 1 – held a meeting with Riverview residents in February. Based on their information, Administration is working with legal to obtain opinion on further information. We will also try to determine costs for options discussed at the meeting. Plan to meet with residents again in late April/May.</p>

<p>Complete Bulkwater Truck Loading Facility in Elk Point area (this project managed by the Town of Elk Point as per ACP Grant approval)</p>	<p>Town of Elk Point in conjunction with County</p>	<p>Summer 2018</p>	<p>2016 Quarter 1– The County and Town of Elk Point have been successful in obtaining an ACP grant for a bulk water truck loading facility in Elk Point. Quarter 2 – The Town of Elk Point is commencing with Qualification Based Selection for Engineering consultants for the Bulkwater Truck Loading Facility. Invitations to engineering consultants went out at the end of June 2016. Quarter 3 – the Town of Elk Point has determined that Urban Systems will be the engineer for the project. 2017 Quarter 1 – 4 locations have been determined as potential sites for this truck loading facility. Administration from Town and County will be meeting with Alberta Transportation to discuss our 1st choice for location in the 3rd week of April. The Town and County have met with the Elk Point Ag Society to discuss options should we be unable to build at our preferred location as their land would be our 2nd choice. Quarter 2 – The preferred location has been ruled out as an option following meeting with Alberta Transportation. The County and Town of Elk Point will be working with the Elk Point Ag Society to come to agreement regarding purchase of approx. 1 acre of land near CG Baker Arena. Quarter 3 – Elk Point Ag Society has signed agreement for the Town of Elk Point to exchange lands for the Truck Fill location. The County of St. Paul will do some landscaping of the CG Baker Arena lands as part of the agreement. Estimated value of the landscaping is \$20,000. 2018 Quarter 1- the project has been tendered. Expect award in late April.</p>
<p>Participate in a feasibility study to assess current street lighting practices and the potential for energy efficiency and better</p>			<p>2017 Quarter 1: ACP Grant Application approved; project will commence in 2nd Quarter Quarter 2: Project has commenced; the Summer Village</p>

integration of data in GIS database			<p>has hired Urban Systems to oversee the project and the municipalities are currently working with ATCO to gain access to lighting data</p> <p>Quarter 3 – ATCO is working on a Non-Disclosure Agreement that will need to be executed by each municipality, but will allow the municipalities to share the data regionally for the purposes of the grant.</p> <p>2018</p> <p>Quarter 1 – a meeting was held with all municipalities to finalize scope of the project. Urban Systems will be working on the defined scope and meet with municipalities later in the summer. Municipalities will have information available on GIS to verify some of the data collected from ATCO. Anticipate project to be complete by end of 2018.</p>
Work collaboratively with the Town of St. Paul on a Storm Water Management Plan for the IDP area – as per Alberta Environment letter. Make application under the ACP Grant program to fund this plan.			<p>2018</p> <p>Quarter 1 - \$195,000 ACP Grant has been approved – the Town of St. Paul is the managing partner.</p>

Goal 10 – Waste Management

Goal 10: Waste management enhances and encourages “best practices” in waste disposal			
Action	Lead	Target Date	Quarterly Report
2018 – 3 – 30 yard bins (1 with mesh roof/2 opened)	Tim/Warren	1 st quarter 2018	<p>2017</p> <p>Quarter 1 – Defer to second quarter until 2017 budget approval</p> <p>Quarter 2 – Waste bins have been received.</p> <p>2018</p> <p>Quarter 1 – Deferred to 2nd quarter</p>
Lac Bellevue Bin Site – at overflow	Tim/Warren	Dec 2018	<p>2017</p> <p>Quarter 1 – Waiting for approval from Alberta Environment and Parks to amend the current lease to include the overflow area</p>

Appendix 1 for 8.7.: 2108 Strategic Plan

			Quarter 2 – nothing to report 2018 Quarter 1 – Still waiting for revised lease agreement approval with province.
Develop a transfer station user engagement survey to solicit the public about future waste management needs within the county (recycling)	Tim/Warren	Summer 2018	2018 Quarter 1 – Deferred to 2nd quarter
Lights for transfer station offices	Tim/Warren	Summer 2018	2018 Quarter 1 – Deferred to 2nd quarter
Metal Bins at transfer stations	Tim/Warren	1 st quarter 2018	2018 Quarter 1 – Deferred to 2nd quarter
Introduce cardboard recycling bins at bin sites and transfer stations – trial basis at two transfer station. These bins need to be trucked to Bonnyville. Service to be evaluated for use and cost.	Tim/Warren	Dec 2018	2018 Quarter 1 – Deferred to 2nd quarter
Standardize summer/winter hours at transfer stations	Tim	Spring 2018	2018 Quarter 1 – Completed. Standardized winter hours from 10am to 4pm; summer hours from 9am to 5pm for all Transfer Stations. New signage erected at all Transfer Stations
Explore hiring seasonal full-time transfer station attendants and alternate days on which sites are open	Tim	Spring 2018	2018 Quarter 1 – Deferred to 2nd quarter
New Dry waste cell construction at Ashmont transfer station	Tim/PW	Spring 2018	2018 Quarter 1 – Deferred to 2nd quarter
Consider leachate collection/disposal at Ashmont transfer station	Tim/Warren	Spring 2018	2018 Quarter 1 – Deferred to 2nd quarter
Take it or leave it buildings for Ashmont and Mallaig – to be trialed	Tim/Warren	Dec 2018	2018 Quarter 1 – Deferred to 2nd quarter

during 2018.			
Explore re-design of chain link enclosures at fenced bin sites – due to tripping hazard.	Tim/Warren	Dec 2018	2018 Quarter 1 – Completed. Decided to use orange paint to mark fences to better identify tripping hazard.
Discontinue collection of batteries at Transfer Stations – due to increase in theft at Transfer Stations and residents can return to other locations for a refund	Tim/Warren	Jan 2018	2018 Quarter 1 – Completed. Transfer Station Attendants updated and new signage erected to notify public.

Goal 11 – FCSS

Goal 11: FCSS services conserve and enhance the rural lifestyle of residents.

Actions	Lead	Target Date	Quarterly Report
Organize and host Seniors Festival	Janice, Coco, Terry	Dec 2018	Quarter 1 Quarter 2 – Hall booked in Ashmont for November 24,2017
Provide recognition to Community Volunteers	Janice, Coco, Terry	Ongoing	2017 Quarter 1 - Volunteer Alberta grant approved for 2017 Quarter 2- Completed April 24 and June 29. 2018 Quarter 1 – Volunteer Alberta grant approved. Events will occur the week of April 15-21.
Administer the Meals on Wheels Program in Elk Point and St. Paul	Janice, Coco, Terry	Ongoing	2017 Quarter 1 -- 5 people are currently receiving meals on wheels Quarter 2- 2 people are receiving Meals on Wheels 2018 Quarter 1 – 7 people are receiving meals on wheels.

Appendix 1 for 8.7.: 2108 Strategic Plan

Update FCSS Policy & Procedures Manual as requested	Janice	Ongoing	Ongoing 2018 Quarter 1 – Ongoing
Welcome Baby program, Administer & implement changes as required	Janice, Coco Terry	Ongoing	2018 Quarter 1 – Ongoing
Welcome to the County and Elk Point Packages. Administer & implement Changes as required	Janice, Coco Terry	Ongoing	2018 Quarter 1 – Ongoing
Coordinate and Manage the annual Ashmont and Mallaig Summer Programs	Janice	Sep 2018	2017 Quarter 1 – Staff hired for 2017 program year. Quarter 2 –Program started July 4,2017. 2018 Quarter 1 – All summer students are hired.
Manage and Coordinate the Community Connector Trailer	Janice & Coco	Ongoing	2017 Quarter 1 – Trailer is already booked for the 2017 season. The Trailer is being re-decaled as the Co-op has changed their name. 2018 Quarter 1 - Ongoing
Administer the Mallaig Moms N Tots	Janice	Ongoing	2017 Quarter 1 – Good Attendance 2018 Quarter 1 - Ongoing
Administer the Ashmont Moms N Tots	Janice & Coco	Ongoing	2017 Quarter 1 – Good Attendance 2018 Quarter 1 - Ongoing

Appendix 1 for 8.7.: 2108 Strategic Plan

Coordinate the Volunteer Income Tax Program	Coco, Terry	Jun 2018	2017 Quarter 1 – Program started March 1 and to date we have completed just under 200 taxes. Quarter 2- Completed 272 to date. 2018 Quarter 1 – 148 completed to date
Coordinate Seniors Week Events	Janice, Coco Terry	Jun 2018	2017 Quarter 1 –Seniors week is June 4-9. Some communities are booked waiting for others to get back to me. Quarter 2- Completed Mallaig 33,Ashmont 22,Heinsburg 18,Elk Point 48. 2018 Quarter 1 – Seniors week is June 3 to 8. Some communities are booked waiting for others to get back to me.
Complete the Annual Report as Requested by the Province	Janice	June 2018	2017 Quarter 1 – Elk Point's is completed and sent to the Province. County's is completed but waiting for letter from the auditors. Quarter 2 – Completed all Annual reports. 2018 Quarter 1 – Waiting for the report from the auditors.
Complete Outcome Measures as requested by the Province	Janice	Dec 2018	2017 Quarter 1 – Just working on the final numbers. But the Province is not ready for the input yet. Quarter 2-Completed 2018 Quarter 1 – in the process of completing.
Administer the community Counselling program- & implement Changes as Requested	Janice	Ongoing	2017 Quarter 1 – Not as busy this quarter as last quarter. Quarter 2- Very busy.

Appendix 1 for 8.7.: 2108 Strategic Plan

			2018 Quarter 1 – average use
Provide Support/Referrals to individuals that Request Assistance	Janice, Coco, Terry	Ongoing	2017 Quarter 1 – Ongoing 2018 Quarter 1 – very busy
Consider contribution to the FSLW Program (request \$30,000) not included in FCSS budget – would be over and above County required contribution for FCSS			2017 Quarter 1 –Awaiting Application from the school board and direction from council. Quarter 2 – Issued cheque 2018 Quarter 1 – Waiting for Grant application from the school division.
Assist the general Public with ongoing support and Direction	Janice, Coco, Terry	Ongoing	2017 Quarter 1 – Ongoing 2018 Quarter 1 – very busy due to New Horizons Grant.
Coordinate the Elk Point Community Information night	Janice, Coco, Terry	Sept 2018	2017 Quarter 1 – Will be booked in September 2017. Quarter 2 – Hall booked for September 5, 2017 2018
Administer the Community Night Movies	Janice	Sept 2018	2017 Quarter 1 – Summer staff hired and 4 STEP applications completed. Quarter2 – First Movie July 1,2017 in Elk Point over 175 people attended.
Coordinate Summer events in the communities			2017 Quarter 1 – Staff hired Quarter 2 – Events are well under way

			2018 Quarter 1 – In the planning stages.
Coordinate and partner with Extreme for community bussing – Arrange 6 community bus trips	Janice	Dec 2018	2017 Quarter 1 – Ongoing, one trip used in February 2017. Quarter 2 – 3 trips booked to date 2018 Quarter 1 - Ongoing
Update the Elk Point Community Directory	Coco, Terry	Dec 2018	2018 Quarter 1 - Ongoing
Support the Elk Point Ambassador Program	Janice	Dec 2018	2018 Quarter 1 - Ongoing
Oversee the Pickleball Court build in Elk Point	Janice	Oct 2018	2018 Quarter 1 - Ongoing
Manage the ECDC activities and events as per the grant	Janice, Coco	Dec 2018	2018 Quarter 1 – Ongoing and very busy
Participate in the Elk Point Extravaganza		Dec 2018	

Goal 12 – Agriculture

Goal 12: Agricultural services are designed to assist the continuation and enhancement of agricultural activities.

Actions	Lead	Target Date	Quarterly Report
Work with highway maintenance contractor to ensure weeds are controlled around those highways	Tim/Keith	April 2018	2013 Quarter 2 - Agreed to do some weed control along highways in troubled areas. Costs covered (2013) 2014 Quarter 1- This is based on a per year basis. Transportation will cover costs for any type of work done. Sk Sprayed for weeds on highways near Ashmont. We continue to be in contact with the Ministry of Transportation to ensure their roads are kept clear. Currently we have up to \$5000 to spend on

			<p>weed control on highways in the County from the Ministry. Kk</p> <p>2015</p> <p>Quarter 1 – Meetings with Alberta Transportation scheduled for April 2015.</p> <p>Quarter 2 – Province has indicated they will do very limited mowing along Provincial highways. They will only deal with weed issues if they receive a weed notice from the County – in the past we have sprayed in some areas for them and then invoiced – this will not be allowed this year.</p> <p>2016</p> <p>Quarter 1 – Ongoing</p> <p>Quarter 2 – Alberta Transportation has been notified if they do not ensure weed control along provincial highways the County will issue weed notice.</p> <p>Quarter 3 - Portions of the Provincial Highways were sprayed. This will be charged to Carillion. After some discussion, we were given up to \$5000 to control noxious weeds on the Provincial Highways.</p> <p>2017</p> <p>Quarter 1 – Received notice from province that they are implementing a Hwy Vegetation Management Plan in 2017. Mowing and spraying will take place on a 4-year rotation TM Alberta Transportation has a four-year plan in place. All provincial highways to receive a top spray and top cut. HWY 28, HWY 29 and HWY 36 to receive fence line to fence line spray. KK</p> <p>2018</p> <p>Quarter 1- Highways were mowed and sprayed in 2017 according to the above plan. This year the plan is to have a continuous fence line spray and a shoulder cut on all highways. A list of full width ROW in the County is still being decided.</p>
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Appendix 1 for 8.7.: 2108 Strategic Plan

Hire 2 summer staff to help with roadside spraying, seeding, clubroot inspections and noxious weed control (currently have one student)	Keith	Spring 2018	<p>2017 Quarter 1 – Will use the FCSS summer student from mid-June to mid-July to check for clubroot in fields with the ASB summer student. Quarter 2 – Clubroot inspections have commenced.</p> <p>2018 Quarter 1 – Clubroot fields in the County were checked in 2017 with 30 fields being issued a pest notice for clubroot. 2 students were hired for clubroot pest surveys/noxious weed control in 2018.</p>
<p>Coyote Bounty for predation control - \$20,000 for Jan-Mar 2014 and additional \$10,00 for fall 2014</p> <p>Continue program in 2015</p> <p>Continue program in 2016</p> <p>Continue program in 2017</p> <p>Continue program in 2018</p> <p>Continue to advocate to our neighbouring municipalities regarding joining this program</p>	Keith /Warren	Dec 2018	<p>2013 Quarter 1 – Program has ended for the spring with 944 coyotes/1 wolf brought in (in 2012 over 1400 coyotes were brought in). \$10,000 left in the budget to commence the program again in November 2013. Quarter 2 – Quarter 4 – Coyote Bounty commenced again November 1, 2013</p> <p>2014 Quarter 1 - The coyote bounty has received approximately 1300 coyotes and 3 wolves from the reduction program as of April 1, 2014. Quarter 4 – Program commenced for winter 2014/2015.</p> <p>2015 Quarter 1 – Budget expended in March 2015. Total from fall to spring. 1602 coyotes, 13 wolves. Quarter 4 – 185 coyotes brought in to date this fall.</p> <p>2016 Quarter 1 – Program has completed at end of March – 1606 coyotes and 3 wolves have been brought in (November 2015-March 2016) – Budget was mostly expended – balance of \$685 left in budget. Quarter 3 - Fielded a few calls about the program. Cleaned up tools to be ready for fall.</p> <p>2017</p>

			<p>Quarter 1 – Received 985 coyotes and 5 wolves through the program. 68 ratepayers accessed the program. The program ended March 31, 2017 and will begin again on Nov 1, 2017 if it is continued.</p> <p>2018</p> <p>Quarter 1 – Received 1491 coyotes and no wolves from 68 participants from Nov 2017 to March 31, 2018. \$22,365 payout (Budgeted \$25,000)</p>
Increase funding for private contractors to manage beaver issues	Keith in consultation with PW	Dec 2018	<p>2018</p> <p>Quarter 1 - Budgeted \$60,000 towards beaver related issues. This is about 20,000 more than the previous year.</p>
Continue to monitor the County for noxious weeds. Educate the public when located to assist with control of the same.	Keith/Warren	Dec 2018	<p>2018</p> <p>Quarter 1 – Held a weed identification workshop on March 29, 2017 at Horseshoe Bay. 10 residents attended. Will monitor and control weed issues in Ashmont and Horseshoe Bay in 2018.</p>
Spraying map to be communicated to Bee Keepers in the area. Notification prior to spraying.	Keith	Summer 2018	<p>2016</p> <p>Quarter 3 - Started to Compile a list of Bee Keepers in the County to be sent notifications for 2017.</p> <p>2017</p> <p>Quarter 1 – Compiling a list of beekeepers to send our plans for spraying this year.</p> <p>2018</p> <p>Quarter 1 – Will communicate our spray plans on the County webpage and/or social media</p>
Ensure new road construction/back sloping is reviewed for spraying for up to 5 years.	Keith	Summer 2017	<p>2016</p> <p>Quarter 1 – Maps of back sloping/ new road construction/ mulching are updated for 2016 spray season.</p> <p>Quarter 3 – Areas on maps are checked to see if they need to</p>

			<p>sprayed in 2016. Areas not sprayed will be checked in fall.</p> <p>2017</p> <p>Quarter 1 – Maps of back sloping, new road construction, and mulching are updated for the 2017 spray season.</p> <p>2018</p> <p>Quarter 1 – Maps of back sloping, new road construction and mulching are updated for the 2018 spray season. These areas will be surveyed to determine if they will be sprayed.</p>
<p>Club Root education for producers and for industry. Best Practices.</p> <p>Continue to staff ASB to check all canola fields in the County</p> <p>Send Pest Notice reminders to landowners affected by Club Root.</p> <p>When Clubroot is found at a field, work with the landowner to confirm the existence and develop a rotation plan that follows the County's policy and Provincial Management Plan.</p> <p>Send reminders to landowners with Clubroot that they need to keep to the strict rotation requirements in the first four years.</p>	Keith	Dec 2018 - ongoing	<p>2016</p> <p>Quarter 1 – Additional staff member has been included in the 2016 Preliminary Budget to assist with field inspection/club root education.</p> <p>Quarter 2 – additional staff member is hired – working to map where canola is planted in the County in preparation for field inspections later in the summer.</p> <p>Quarter 3 – field inspections of approximately 600 canola fields have taken place. There is potential of 2 fields being identified with the presence of club root. If confirmed, the landowner will be contacted regarding the county's club root policy document.</p> <p>2017</p> <p>Quarter 1 – Summer student hired to complete clubroot surveys in 2017. Clubroot map is saved in our database for comparison to upcoming years.</p> <p>Quarter 2- Field inspections have commenced. Canola was planted on two fields that have pest notice since 2015. Landowner was notified that crops would be destroyed as per the Pest Act. County will seek Court Order to proceed.</p> <p>Quarter 3 – 27 fields have been confirmed as having Clubroot. Keith has been working with affected producers to ensure they understand the requirement of the County Policy and Pest Act.</p> <p>2018</p> <p>Quarter 1- 30 fields were sent pest notices in 2017 for clubroot. These fields will be monitored in 2018 to ensure</p>

Appendix 1 for 8.7.: 2108 Strategic Plan

			canola is not planted. 50 participants attended meeting held February 26, 2018 at Flat Lake Hall.
Purchase 2 additional Dog Kennels – estimate \$3500	Keith/Warren	Jan 2018	2018 Quarter 1 – Dog houses are built and material for fencing also at the shop. These will be completed this spring when the ground thaws.
Purchase new 140-150 hp tractor for mowing (move old one to PW department)	Keith/Warren	1 st quarter 2018	2018 Quarter 1 – Current quotes were requested with purchase to happen after budget approval.
Replace post pounder – est \$17,000	Keith/Warren	1 st quarter 2018	2018 Quarter 1- New post pounder purchased in January for \$14,007. One of the old post pounders will be put up for sale.
Replace 2004 quad for seeding – estimate \$15,000	Keith/Warren	Spring 2018	2018 Quarter 1- Will purchase new quad after budget approval.
Replace tilt deck trailer with heavier duty trailer	Keith/Warren	1 st quarter 2018	2018 Quarter 1- Will purchase new trailer after budget approval.
Purchase drone with software/lenses – estimate \$10,000	Keith/Warren	1 st quarter 2018	2018 Quarter 1- Drone purchased for \$9460. and Special Flight Operations Certificate (SFOC) granted by Transport Canada. Three employees will be trained on its use in April (Mark Chileen, Andy Pederson and Keith Kornelsen).
Consider contracting out the mowing of private lots in subdivisions and adjust fee to cover the cost.	Tim/Keith	Spring 2018	2018 Quarter 1- With the purchase of the new mower and tractor the County can adequately mow the lots in subdivisions.

Goal 13 – Planning & Development			
Goal 13: Development is environmentally sound and sensitive			
Actions	Lead	Target Date	Quarterly Report
Cross Training of Planning staff to ensure customer support when staff members are absent.	Krystle/ Chelsey	Dec 2018	Quarter 1 – ongoing
St. Paul North ASP to be completed.	Krystle	1 st quarter 2017	<p>2016 Quarter 2 – Council has received a Draft of the St. Paul North ASP. A joint meeting with the Town will be scheduled to review the Draft before a public meeting will be held to allow the Public to provide input on the plan. Quarter 3 – no action on this item. Administrative changes at the Town of St. Paul has delayed the scheduling of a joint meeting regarding the ASP. Meeting to be scheduled in 4th quarter.</p> <p>2017 Quarter 1 – A joint meeting between the Town and County was held to review the draft that was developed last year. Public Open House held March 30, 2017. Proposed Public Hearings to be held at the Town April 10 and County April 11. Quarter 2 – County did not pass bylaw approving North ASP, the Town of St. Paul has passed the bylaw. The County will meet with residents later to discuss issues regarding the ASP to determine if the County will pursue passing a bylaw.</p> <p>2018 Quarter 1 – The St. Paul North ASP is on hold. Council will further discuss during Town of St. Paul and County of St. Paul Intermunicipal Development Plan.</p>
Review and update inter-municipal development plans with Town of St. Paul and Town of Elk Point and	Krystle/Kyle / Sheila	March 2019	<p>2016 Quarter 2 – the Province has announced new requirements under the new MGA that pertain to IDP's – will defer review of this</p>

develop an IDP with Summer Village of Horseshoe Bay in accordance with ACP Grant			<p>plan until the MGA has been approved and requirements set for IDP's with our neighbours.</p> <p>2017</p> <p>Quarter 1: ACP Grant application was approved; project will commence in 2nd Quarter</p> <p>Quarter 2: RFP for the project has been posted by the managing partner, the Town of Elk Point; RFP will close in early 3rd Quarter. A consultant will be chosen in early August.</p> <p>2018</p> <p>Quarter 1 - ISL Engineering and Land Services has been awarded the contract to complete the work. The Project commenced in early January.</p>
Update inter-municipal development plan with the Town of Elk Point	Krystle	March 2019	<p>2018</p> <p>Quarter 1 – The project team has reviewed background information, prepared land requirement projections and is preparing a background report. The first round of community engagement is April 19, 2018.</p>
Update inter-municipal development plan with the Town of St. Paul	Krystle	March 2019	<p>2018</p> <p>Quarter 1 – The project team has reviewed background information, prepared land requirement projections and is preparing a background report. The first round of community engagement is April 18, 2018.</p>
Create an inter-municipal development plan with the summer village of Horseshoe Bay	Krystle	March 2019	<p>2018</p> <p>Quarter 1 – The project team has reviewed background information, prepared land requirement projections and is preparing a background report. The first round of community engagement is April 18, 2018.</p>
Draft and implement inter-municipal development plans with the MD of Bonnyville, Lac La Biche County, Smoky Lake	Krystle/Kyle/Sheila	March 2019	<p>2017</p> <p>Quarter 1: ACP Grant application was approved; project will commence in 2nd Quarter</p> <p>Quarter 2: RFP for the project will posted in early 3rd Quarter. A</p>

County, County of Two Hills, and County of Vermilion River in accordance with ACP Grant			<p>consultant will be chosen by mid-August.</p> <p>2018</p> <p>Quarter 1 - McElhanney Consulting Services Ltd has been selected as the consulting firm to complete the project.</p> <p>An advisory committee has been established with members from each municipality to lead the administration of the plan creation.</p> <p>An additional advisory committee comprised of Council and administration representation from each municipality has been established to provide policy direction.</p> <p>Monthly meetings are held to update the project and develop direction.</p> <p>A public launch was completed with landowners from the plan area on February 12, 13 and 14th 2018. From this consultation, trends were established and used to create the white papers for further investigation.</p> <p>A technical charrette was held with all municipalities to provide a policy framework for the IDP on April 4, 2018.</p> <p>An advisory committee meeting was held April 4, 2018 to establish guidelines for dispute resolution and plan administration.</p> <p>Another public consultation will be held April 26, 2018 to gain further direction and guidance from stakeholders.</p>
Create an inter-municipal development plan with Lac La Biche County	Krystle	March 2019	See Above
Create an inter-municipal development plan with the M.D. of Bonnyville	Krystle	March 2019	See Above

Appendix 1 for 8.7.: 2108 Strategic Plan

Create an inter-municipal development plan with the County of Vermilion River	Krystle	March 2019	See Above
Create an inter-municipal development plan with the County of Two Hills	Krystle	March 2019	See Above
Create an inter-municipal development plan with the County of Smoky Lake	Krystle	March 2019	See Above
<p>Re-Survey Plan 527MC Block 1 MK at Vincent Lake to have houses be situated on the lots. Estimated cost of re-survey \$42,000. Administration is recommending that the residents (15) be responsible for the cost of re-surveying.</p> <p>Sell the land that is currently ER but would become the land owners after re-survey to the appropriate lot owners. Determine cost of the sale of land – market??</p>	Krystle/Sheila	Dec 2018	<p>Quarter 2- an initial letter has been sent to residents of the subdivision kicking off the project. Krystle and Sheila have met with a committee of 3 residents to communicate more on the project. A meeting is planned for August 21 for residents to meet with the County and Explore Surveys to get more information to inform proposed re-subdivision.</p> <p>Quarter 3 – the meeting with residents was held. Public Works will work with the Surveyor to determine a future location of an internal road for the subdivision. Access Agreements for the existing access road will be developed in the interim to ensure access to the lots before a new road can be developed by the County. Explore Surveys will use all this information to determine new lot lines and required property exchange to re-survey/subdivide up the area.</p> <p>On August 8, 2017 Council set the sale value of the land at \$2,000/acre.</p> <p>2018</p> <p>Quarter 1 - Explore Surveys has surveyed the area and created a plan showing all structures. A copy of the plan of survey has been sent to all landowners in order for them to identify ownership of the structures. We have sent the information out a second time for those who have not yet responded.</p>

Goal 14 – Parks & Recreation

Goal 14: Recreation opportunities are available to the public through the County of St. Paul or partnerships

Action	Lead	Target Date	Quarterly Report
<p>Explore developing overflow camping area at Lac Bellevue</p> <p>Delay to 2017</p> <p>Delay to 2018</p>	Tim	Fall 2017	<p>2015</p> <p>Quarter 1 – not included in the 2015 budget</p> <p>Quarter 2 – Submitted an application under the Canada 150 Community Infrastructure Program for a campground expansion at Lac Bellevue as well as a gazebo, two new piers, and a miniature golf course</p> <p>Quarter 3- we were unsuccessful for this grant program.</p> <p>2016</p> <p>Quarter 2– Administration is working on plans for the overflow camping area as approved in 2016 budget.</p> <p>Quarter 3 – results of survey of the Lac Bellevue campground has resulted in deferring of this project until land purchase from the Crown can be negotiated.</p> <p>2017</p> <p>Quarter 1 – Waiting for approval from Alberta Environment and Parks for a lease amendment</p>
<p>Mallaig Recreation – 5 yr plan</p> <ul style="list-style-type: none"> ○ Gazebo – future 2019/20 - \$190,000 ○ Recycle bins ○ Hockey Arena Zamboni Repaired/Ice Plant Overhauled – 2017/18 - \$40,000 ○ Renovate Change rooms 2017/18 – waiting for quote ○ Add camping 	Sheila		<p>2014</p> <p>Quarter 1 – Arena funding happened in 2014. \$50,000 contribution to playground in 2015 budget, funded by Public Trust Reserve.</p> <p>Quarter 2 – Council provided funding for Mallaig Playground – funded from Public Trust Reserve.</p> <p>Quarter 3 -Council provided funding for playground while the Ag Society waiting to hear about their grant – to be reimbursed to the County once they receive their grant.</p> <p>2015</p> <p>Quarter 4 – Council provided additional funding to Mallaig</p>

Appendix 1 for 8.7.: 2108 Strategic Plan

<p>stalls/power upgrades – waiting for quote</p> <p>Note Mallaig is looking for support of 50% of unfunded portions of projects.</p>			<p>Playground due to the Ag Society receiving less from their CFEP grant than was expected. The additional funding of \$28,500 was funded from the Public Trust Reserve.</p> <p>2018</p> <p>Quarter 1 – Mallaig Ag Society attended a council meeting requesting \$50,000 in 2018 for their arena. They are anticipating a project that could cost approx. \$750,000 to be completed in 2019 – when they hope the County could provide further funds – ask is estimated to be approx. \$187,500.</p>
Pursue grants for additional recreational servicing opportunities	Kyle	ongoing	<p>2017</p> <p>Quarter 1: Applying for Agri Spirit Grant in 2nd Quarter</p> <p>Quarter 2 – Agri-Spirit application was sent in to upgrade boat launch at Lac Bellevue</p> <p>2018</p> <p>Quarter 1 – Agri-Spirit grant send in for 12 recycling bins for our transfer stations.</p>
Pursue purchase of Provincial lands for County operated parks that we do not own. Lac Bellevue, Stony Lake.	Sheila/Tim/Linda	Dec 2018	<p>2017</p> <p>Quarter 1 – Waiting for approval from Alberta Environment and Parks for a lease amendment for Lac Bellevue Park. Not purchasing Mallaig Beach area at this time, lease renewed with the Mallaig Chamber of Commerce.</p>
Provide assistance to St. Lina Ag Society for Phase II of their project. County contribution based on CFEP grant application –		Dec 2019	<p>2016</p> <p>Quarter 3 – the St. Lina Ag Society has applied for a CFEP grant that contemplates this as part of their project. County Council has approved a letter supporting their grant application. The motion also approves 25% of the total cost of the project should the grant application be approved.</p> <p>2017</p> <p>Quarter 1 – St. Lina was approved their CFEP Grant, \$45,525 is being considered in the 2017 Operational Budget.</p> <p>Quarter 2- County provide \$45,525 to St. Lina for this grant.</p>
Continue to Explore cost of wifi	Tim	Dec 2018	<p>2017</p>

Appendix 1 for 8.7.: 2108 Strategic Plan

at all municipal parks 2018 – one more park (completed at Westcove in 2017)			Quarter 1 – Defer to second quarter. Quarter 2 – Wifi is now available at Westcove – this is a partnership with MCSnet – at no cost to the campers.
Explore the upgrade of boat launches at County Municipal parks, and other lake subdivisions in the County 2018 – Lac Bellevue \$150,000 2018 – Survey and design boat launch at Stoney Lake \$20,000	Tim/Bryan	Fall 2018	2017 Quarter 1 – Lac Bellevue Boat Launch budgeted for 2017 Quarter 2 – design of boat launch at Lac Bellevue to being worked on – still need Alberta Environment approval of design – plans to upgrade after the camping season. Quarter 4 – received Environmental approvals needed to build boat launch at Lac Bellevue 2018 Quarter 1 - Lac Bellevue Boat Launch upgrade not included 2018 budget. Stoney Lake boat launch survey design included in the 2018 budget, deferred to 2nd qtr.
Participate in a Parks and Recreation Needs Analysis and Master Plan Study	Tim/Kyle/Sheila		2017 Quarter 1: ACP Grant Application was approved; project will commence in 2nd Quarter Quarter 2: RFP for the project has been posted by the managing partner, the Town of St. Paul; a consultant will be chosen by mid-August Quarter 4 – RC Strategies has been selected as the consultant on this project 2018 Quarter 1 – the project kicked off late Dec 2017. Facilities have been inventoried and some have had engineering reviews. Household surveys, stakeholder surveys & meetings have been completed in the 1st quarter. We had a great response rate for these surveys. We will be surveying youth (grade 6-12) next. We anticipate a joint meeting to be scheduled in May to report on findings of the surveys and next steps.
Start working with Society (if approved) to make application for grants to improve County facilities and cemeteries.			2017 Quarter 1: Legal opinion has been obtained and reviewed Quarter 2: Administration has begun the process of incorporating the society; continuing to work with legal counsel

Appendix 1 for 8.7.: 2108 Strategic Plan

			2018 Quarter 1 – the Society has been approved. We will look to start applying for grants later in the year. First we need to have a first meeting of the membership.
Prepare a Public Engagement Survey addressing recreational needs within the County. To be handled by Parks staff during the 2018 season			2018
Draft a standard Gazebo Rental Agreement	Tim	Spring 2018	2018
Draft a standard Park Eviction Letter	Tim	Spring 2018	2018
Metal Roof at Floatingstone Park Office	Tim	Spring 2018	2018
Renovation of Floatingstone Shower Building	Tim	Spring 2018	2018
Install motion sensor lights at outdoor washrooms	Tim	Spring 2018	2018
Replace toilet seats at outhouses	Tim	Spring 2018	2018
Explore New Gazebo camp stoves at Floatingstone, Lac Bellevue, and Stoney Lake	Tim	Fall 2018	2018 Quarter 1 – 2 Stoves to be fabricated by Public Works. 1 completed. Material cost of 1500/stove
New Piers at Westcove and Lac Bellevue	Tim	Spring 2018	2018
Explore setting up a temporary seasonal system for fuel storage at Westcove	Tim	Spring 2018	2018
Install above ground additional water tank for the spray park for Westcove	Tim	Spring 2018	2018
Explore use for golf cart for night	Tim	Spring 2018	2018

Appendix 1 for 8.7.: 2108 Strategic Plan

supervision			
Re-side Stoney lake Park Office	Tim	Spring 2018	2018
Consider new playground for Perch Lake/Crestview Subdivisions – est \$35,000 each	Tim	Summer 2018	2018 Quarter 1 – not approved in the budget
Explore Power upgrade at Floatingstone	Tim	Dec 2018	2018
Cold Mix at Westcove for access to tenting/pickleball area	Tim/PW	Summer 2018	2018
Picnic benches, tables, firepits (10 of each)	Tim	Summer 2018	2018
¾ ton truck for maintenance crew to better haul equipment (passed down from PW)	Tim/PW	Spring 2018	2018
Washer/dryer for Lac Bellevue, Westcove, and Stoney for park attendant buildings	Tim	Spring 2018	2018
Window awning for east windows at Lac Bellevue park office	Tim	Spring 2018	2018 Quarter 1 – Completed. Purchased from 2017 budget. Purchase price of \$116
Line painting for RVs in parking lot at Westcove by the office	Tim	Spring 2018	2018
Explore reservation policy changes for 2018	Tim/Council	Spring 2018	2018 Quarter 1 – Completed. Prebooking for group sites for Westcove/Floatingstone Parks. Monthly site bookings at less desirable stalls to be determined by Park Attendants for Floatingstone, Westcove and Stoney Lake Parks
Contribution to Skate Park in St. Paul if they commence construction - \$30,000	Council	Dec 2018	2018 Quarter 1 – included in the 2018 budget
Consider Contribution to the Town of St. Paul Driving Range	Council	Dec 2018	2018 Quarter 1 – Not in 2018 budget. Town of St. Paul planning

at the Golf Course - \$50,000			for 2019 project pending grant funding.
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Goal 15 – Library/Culture

Goal 15: Public libraries conserve and enhance the rural lifestyle of residents by providing easy access to information, reading and educational materials

Action	Lead	Target Date	Quarterly Report
Potential replacement of the Action Van in St. Paul??		April 2017 - budget	2017 Quarter 1 – request received from the Town of St. Paul regarding their intention to replace the Action Bus in 2017. \$20,000 contribution is being considered in the 2017 Operating Budget. Quarter 2 – \$20,000 budget approved. Waiting for Town to purchase handi-van. Quarter 4 – this van was purchased and contribution provided to the Town of St. Paul
Condo Bylaw and Party Wall Agreement complete for building that houses Northern Lights Library and Allied Arts	Sheila/Kyle	Dec 2017	2017 Quarter 1 – No action yet



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

Issue Summary Report

8.8. Mutual Fire Aid Agreement - Smoky Lake County

#20180405002

Meeting : April 10, 2018 Council Meeting

Meeting Date : 2018/04/10 10:00

Meeting Type : Council Meeting

Background

The Mutual Fire Aid Agreement with Smoky Lake County is being presented to Council for approval for the term of October 2017 to October 2021. Smoky Lake County will be renewing their Mutual Fire Aid Agreement every four years, as per the municipal election. There are no changes to Schedule "C" services rates. The only changes to the agreement are under Schedule "A" Personnel. Tim Mahdiuk has reviewed the agreement and is recommending it for approval.

Recommendation

Motion to approve the Mutual Fire Aid Agreement with Smoky Lake County for the period from October 2017 to October 2021.

Additional Information

Originated By : pcorbiere

MUTUAL FIRE AID AGREEMENT

THIS AGREEMENT is from October 2017 To October 2021

BETWEEN:

SMOKY LAKE COUNTY
(hereinafter called "Smoky Lake")

OF THE FIRST PART

AND

COUNTY OF ST. PAUL
(hereinafter called "St. Paul ")

OF THE SECOND PART

WHEREAS Smoky Lake County and County of St. Paul are neighbouring jurisdictions that border each other;

AND WHEREAS Smoky Lake and St. Paul provide fire protection services within their respective boundaries;

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

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

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

1. In this Agreement, the following words and expressions have the meanings herein set forth:

Appendix 1 for 8.8.: Mutual Fire Aid Agreement

Mutual Fire Aid Agreement Smoky Lake County and County of St. Paul

2

- a. **“Assistance”** means the provision of fire protection services available to the party (herein called **“Requesting Party”**) from a party (herein called the **“Supplying Party”**). Assistance may relate to situations in which the Requesting Party is in attendance, or situations in which the Requesting Party is unable to respond.
 - b. **“Authorized Representative”** of the Requesting Party and the Supplying Party means anyone of:

County Administrator, Fire Protection Co-ordinator,
County Councillors, Fire Chief or his designate, as the case may be.
 - c. The Royal Canadian Mounted Police may request response.
 - d. **“Claims”** means any and all manner of action and actions, cause and causes of action, suits, debts, dues, sums of money, general damages, special damages interest, cost; fees (including legal fees on a solicitor-and-his-own-client basis), claims and demands of every nature and kind at law or in equity or under any statute which any party has, had or shall have directly or indirectly.
 - e. **“Equipment”** means fire fighting vehicles, equipment and apparatus which are in the possession of a Supplying Party; and
 - f. **“Force Majeure”** means any cause not within the reasonable control of the Supplying Party including, without limitation, the inability to assemble sufficient volunteer personnel to adequately respond to a call for assistance, interruption of telecommunications, gas, electric or other utility service, acts of God, strikes, lockouts, or other industrial disturbances acts of the public enemy, wars, blockades, insurrections, riots, epidemics, landslides, earthquakes, fires, lightning, storms, floods, high water, washouts, inclement weather, orders or acts of military authorities, civil disturbances and explosions.
2. This Agreement shall remain in full force from the effective date until amended or terminated by either party, provided that the party wishing to amend or terminate this agreement shall give to the other party thirty (30) days notice in writing of its intention to amend or to terminate.
 3. From the effective date of this Agreement the Requesting Party may request the Supplying Party to provide Assistance to the Requesting Party.
 4. Each party shall be responsible for receiving fire calls from the public within their respective boundaries.

5. All requests for Assistance shall be directed to an Authorized Representative of a Supplying Party and this authorized representative shall confirm the request with the Requesting Party's Fire Chief or designate before providing Assistance. If the Requesting Party's Fire Chief or designate cannot be contacted, then the Supplying Party may respond. The Supplying Party shall continue trying to contact the Requesting Party until confirmation is made. The Supplying Party's Fire Chief or designate shall ensure that the name and time of contact with the Requesting Party is recorded.
6. The Supplying Party shall have the right to refuse to provide Assistance to the Requesting Party if the Supplying Party's fire fighting or equipment are not available due to providing fire protection services at another location. The Requesting Party shall have no claim for damages or compensation against a Supplying Party arising out of the refusal of that Supplying Party to render Assistance.
7. Further, each Supplying Party may, even after commencement of providing Assistance, withdraw Assistance where it is necessary or desirable that the Supplying Party's firefighters or equipment provide fire fighting services at another location and the Requesting Party shall have no claim for damages, compensation or indemnity arising out of the reasonable withdrawal of Assistance.
8. The level of service to be provided by the Supplying Party in providing Assistance to the Requesting Party shall be the same level of service with which the Supplying Party would respond to similar circumstances within its own boundaries.
9. When providing Assistance, the Supplying Party's firefighters shall remain under the immediate control and direction of the Supplying Party's Fire Chief or his designate. Commands and requests of the Requesting Party's Fire Chief or his designate shall be communicated to the Supplying Party's Fire Chief or his designate.
10. The Supplying Party shall not be liable to the Requesting Party for any failure of or delay in the performance of its obligations hereunder nor be deemed to be in breach of this Agreement, if such failure or delay has arisen from Force Majeure.

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

11. The Requesting Party does hereby remise, release and forever discharge the Supplying Party, its officials, employees, servants, agents, insurers, successors and assigns of and from all Claims which the Requesting Party may have against the Supplying Party arising out of the provisions of Assistance excepting where such Claims result from the gross negligence or willful misconduct of the Supplying Party, its officials, employees, servants, successors or assigns.

Appendix 1 for 8.8.: Mutual Fire Aid Agreement

Mutual Fire Aid Agreement Smoky Lake County and County of St. Paul

4

12. The Requesting Party shall indemnify and save harmless the Supplying Party from any and all Claims brought by any party which is not a party to this Agreement arising out of or in any way related to the proper discharge of the obligations of the Supplying Party excepting were such Claims result from gross negligence or willful misconduct of the Supplying Party, its officials, employees, servants, successors or assigns.
13. Where a call is received or confirmed by the Requesting Party's Authorized Representative and Supplying Party provides Assistance, the Requesting Party shall compensate a Supplying Party for all applicable labour and equipment as per schedule "C"
14.
 - a. For the purposes of this agreement, the requesting party shall compensate the supplying party for, all other reasonable, mutually agreed upon costs incurred by the Supplying Party, including but not limited to, specialized fire fighting material, and repair or replacement to the Supplying Party's equipment, excluding repair or damage incurred as a result of ordinary wear or tear or incurred as a result of the Supplying Party's gross negligence or willful misconduct of a Supplying Party, its officials, employees, servants, successors or assigns.
 - b. For the purposes of this Agreement, the first hour shall be deemed to commence upon the Supplying Party's Authorized Representative directing that the Supplying Party's fire fighters and equipment respond to the request for Assistance, and the time, to a minimum of one hour shall continue until such time as the equipment has returned to and been fully serviced, cleaned and maintained in the normal standard of the Supplying Party, at the fire station from where it left. However, the Requesting Party, shall not be liable for any charges of time where the equipment of the Supplying Party was incapacitated due to any mechanical breakdown.

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

15. Each party shall, during the currency of this Agreement:
 - a. maintain all requisite Federal, Provincial and Municipal licenses, permits and approvals for all services contemplated pursuant to this Agreement.
 - b. maintain in good working order, at least one fire truck.
 - c. maintain coverage for its fire fighters pursuant to the Worker's Compensation Act.
 - d. provide the other party with a list of its Authorized Representatives, and their applicable telephone numbers, and any changes to the list and telephone numbers.
 - e. maintain comprehensive general liability insurance including coverage relating to the provision of fire protection services, of not less than two million (2,000,000.00) dollars per occurrence.

Appendix 1 for 8.8.: Mutual Fire Aid Agreement

Mutual Fire Aid Agreement
Smoky Lake County and County of St. Paul

5

16. If any term, covenant or condition of this Agreement or the application thereof to any party or circumstance shall be invalid or unenforceable to any extent the remainder of this Agreement or application of such term, covenant or condition to a party or circumstance other than those to which it is held invalid or unenforceable shall not be affected thereby and each remaining term, covenant or condition of this Agreement shall be valid and shall be enforceable to the fullest extent permitted by law.
17. This Agreement constitutes the entire agreement between the parties hereto relating to the subject matter hereof and supersedes all prior and contemporaneous agreements, understandings, negotiations and discussions, whether oral or written, or the parties and there are no general or specific warranties, representatives or other agreements by or among the parties in connection with the entering into of this Agreement or the subject matter hereof except as specifically set forth herein.
18. This Agreement shall not be assignable by any party hereto to any other person, firm or corporation without the prior written consent of all the other parties hereto.

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

SMOKY LAKE COUNTY


Reeve


Chief Administrative Officer

COUNTY OF ST. PAUL

Reeve

Chief Administrative Officer

SCHEDULE "A"
Personnel**MUTUAL FIRE AID AGREEMENT****COUNTY OF ST. PAUL**5015-49 Avenue
St. Paul, Alberta
T0A 3A4

Administration Phone: 1 (780) 645-3301

Fax: 1 (780) 645-3104

Councillors

Name	Division Area	Contact Information
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Maxine Fodness (Deputy Reeve)	Division 4	Phone: 1 (780) 645-4778 E-mail: mfodness@county.stpaul.ab.ca
Dale Hedrick	Division 5	Phone: 1 (780) 210-1007 E-mail: dhedrick@county.stpaul.ab.ca
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Steve Upham	Reeve at Large	Phone: 1 (780) 726-2195 E-mail: supham@county.stpaul.ab.ca

Appendix 1 for 8.8.: Mutual Fire Aid Agreement

Mutual Fire Aid Agreement Smoky Lake County and County of St. Paul

7

Administration

Name		Contact Information
Sheila Kitz	Chief Administrative Officer	Phone: 1 (780) 645-3301 ext. 208 E-mail: skitz@county.stpaul.ab.ca
Tim Mahdiuk	Director of Community Services Fire Guardian	Phone: 1 (780) 645-3301 ext. 204 E-mail: tmahdiuk@county.stpaul.ab.ca
Kyle Attanasio	Director of Corporate Services	Phone: 1 (780) 645-3301 ext. 221 E-mail: kattanasio@county.stpaul.ab.ca
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Ken Warholik	Assistant Public Works Superintendent	Phone: 1 (780) 645-3006 E-mail: kwarholik@county.stpaul.ab.ca
Rob Duffy	Regional Director of Emergency Management	Phone: 1 (780) 645-5313 Cell: 1 (780) 645-0186 Email: rduffy@town.stpaul.ab.ca
Trevor Kotowich	St. Paul Fire Chief	Phone: 1 (780) 645-4100 Cell: 1 (780) 210-4200 E-mail: tkotowich@town.stpaul.ab.ca
Henry Thomson	St. Paul Deputy Fire Chief	Phone: 1 (780) 645-4839 Cell: 1 (780) 646-2340
Raymond Brousseau	Mallaig Fire Chief	Phone: 1 (780) 614-0772 Email: mallaigfirehall@county.stpaul.ab.ca
Bryce Bodnar	Mallaig Deputy Fire Chief	Phone: 1 (780) 645-1339
Joey Duperron	Mallaig Deputy Fire Chief	Phone: 1 (780) 210-3076
James Preston	Ashmont Fire Chief	Phone: 1 (780) 210-5161 Email: ashmontfirehall@county.stpaul.ab.ca
Wendell Baerg	Ashmont Deputy Fire Chief	Phone: 1 (780) 614-5791
Lyle Frisby	Elk Point Fire Chief	Phone: 1 (780) 614-8534 Email: lylefrisby@hotmail.com
Peter Hewitt	Elk Point Deputy Fire Chief	Phone: 1 (780) 724-1342 Email: stretchman68@gmail.com

SCHEDULE "B"**Personnel****MUTUAL FIRE AID AGREEMENT****SMOKY LAKE COUNTY**Box 310
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Name	Division Area	Contact Information
Dan Gawalko	Division 1	Cell: 1 (780) 645-1589 Residence: 1 (780) 636-3233 E-mail: dgawalko@smokylakecounty.ca
Johnny Cherniwchan	Division 2	Cell: 1 (780) 650-5408 Residence: 1 (780) 636-2287 E-mail: jcherniwchan@smokylakecounty.ab.ca
Craig Lukinuk - Reeve	Division 3	Cell: 1 (780) 656-5449 Residence: 1 (780) 656-3806 Business: 1 (780) 656-2101 Fax: 1 (780) 656-2101 E-mail: clukinuk@smokylakecounty.ab.ca
Lorne Halisky	Division 4	Cell: 1 (780) 656-5401 Residence: 1 (780) 656-3837 E-mail: lhalisky@smokylakecounty.ab.ca
Randy Orichowski - Deputy Reeve	Division 5	Cell: 1 (780) 656-5850 Residence: 1 (780) 358-2748 E-mail: rorichowski@smokylakecounty.ab.ca

Appendix 1 for 8.8.: Mutual Fire Aid Agreement

Mutual Fire Aid Agreement
Smoky Lake County and County of St. Paul

9

County Administration

<u>Name</u>		<u>Contact Information</u>
Cory Ollikka	Chief Administrative Officer	Office: 1 (780)-656-3730 Cell: 1 (780)-650-5005 Direct: 1 (780)-656-5115 E-mail: collikka@smokylakecounty.ab.ca
Lydia Cielin	Assistant Chief Administrative Officer	Office: 1 (780)-656-3730 Cell: 1 (780)-650-1035 Direct: 1 (780)-656-5116 E-mail: lcielin@smokylakecounty.ab.ca
Scott Franchuk	Fire Chief	Office: 1 (780)-656-3730 Cell: 1 (780)-650-5410 E-mail: sfranchuk@smokylakecounty.ab.ca
Spencer Kotylak	Deputy Fire Chief	Office: 1 (780)-656-3730 Cell: 1 (780)-656-5575 E-mail: skotylak@smokylakecounty.ab.ca
Doug Ponich	Public Works Manager	Office: 1 (780)-656-3755 Cell: 1 (780)-650-5101 E-mail: dponich@smokylakecounty.ab.ca
Trevor Tychkowsky	Director of Disaster Services Safety Officer	Office: 1 (780)-656-3755 Cell: 1 (780)-656-5111 E-mail: ttychkowsky@smokylakecounty.ab.ca

Schedule "C" **Service Rates**

MUTUAL FIRE AID AGREEMENT

Smoky Lake County will provide fire protection services assistance for neighboring jurisdictions that have entered into a **Mutual Fire Aid Agreement**.

- The following fees for fire protection services shall apply between County of St. Paul and The Smoky Lake County as previous negotiations based on County of St. Paul Bylaw #2017-27 – 6.3 have been agreed upon.
 - a) The sum of **two hundred and fifty (\$250.00) dollars** for each hour or fraction thereof for each firefighting vehicle owned by the Supplying Party (excluding command cars or other similar support vehicles) to include two (2) firefighters per unit;
 - b) Each additional firefighter (excluding the two (2) firefighters per unit) at **twenty (\$20.00) dollars** per hour or portion thereof;
 - c) County resources - at the applicable County rates
 - d) Any private equipment commandeered or otherwise required by the District Fire Chief or member in charge B at such rates as are established by the Alberta Road Builders and Heavy Construction Association Equipment Rental Rates Guide as amended from time to time or in the absence of such rates, at rates which are set by Council.



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Issue Summary Report

8.9. Husky Oil - Request to Rent Oil Tanks in Public Works Yard

#20180405008

Meeting : April 10, 2018 Council Meeting

Meeting Date : 2018/04/10 10:00

Meeting Type : Council Meeting

Background

Husky Oil is requesting to rent the six storage tanks located in the County Public Works Yard commencing this summer. Tanks would be rented at \$500 per tank per month. Administration is looking for direction from Council. If Council agrees to rent out the tanks, administration will work on an agreement with Husky Oil outlining the terms and conditions. The agreement will then be brought back to the April Public Works Meeting for Council approval.

Alternatives

Deny the request from Husky Oil to rent the storage tanks.

Approve the request to from Husky Oil to rent the six storage tanks in the Public Works Yard and administration negotiate an agreement to be presented to Council for approval .

Recommendation

Administration is recommending to approve the request from Husky Oil to rent the six storage tanks in the Public Works Yard and that administration negotiate an agreement to be brought back for Council approval.

Additional Information

Originated By : pcorbiere



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Issue Summary Report

8.10. ERWMS Commission - Request to Move Clay

#20180408003

Meeting : April 10, 2018 Council Meeting

Meeting Date : 2018/04/10 10:00

Meeting Type : Council Meeting

Background

We have received a request from the Manager of Evergreen to hire the County to move some clay to the cells for covering garbage through out the year. The clay is on the evergreen site and we would not be hauling over the garbage, just moving it closer to the cells. They have been doing it with a loader and it's very slow. It would take approximately 5 days with a loader and 2 rock trucks for a cost to Evergreen of about \$15,000. Public Works crews would be able to complete it over the next few weeks so it wouldn't affect our road construction.

Recommendation

Administration is recommending to move the clay for the ERWMSC at an approximate cost of \$15,000 subject to approval by the Commission.

Additional Information

Originated By : pcorbiere

10. Reports

10.1. CAO REPORT



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www.county.stpaul.ab.ca

Issue Summary Report

10.1. CAO Report

#20180404001

Meeting : April 10, 2018 Council Meeting

Meeting Date : 2018/04/10 10:00

Meeting Type : Council Meeting

Background

CAO Report to be presented at the meeting.

Recommendation

Motion to accept the CAO report as information.

Additional Information

Originated By : skitz

11. Upcoming Meetings

11.1. APRIL 17 @ 9:00 A.M. - ASSET MANAGEMENT,
VERMILION



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

Issue Summary Report

11.1. April 17 @ 9:00 a.m. - Asset Management, Vermilion

#20180409002

Meeting : April 10, 2018 Council Meeting

Meeting Date : 2018/04/10 10:00

Meeting Type : Council Meeting

Additional Information

Originated By : pcorbiere

12. Financial

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



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

Issue Summary Report

12.1. Budget to Actual

#20180404002

Meeting : April 10, 2018 Council Meeting

Meeting Date : 2018/04/10 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 March 31, 2018.

Additional Information

Originated By : skitz



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

Issue Summary Report

12.2. Listing of Accounts Payable

#20180404003

Meeting : April 10, 2018 Council Meeting

Meeting Date : 2018/04/10 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



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Issue Summary Report

12.3. Council Fees

#20180404004

Meeting : April 10, 2018 Council Meeting

Meeting Date : 2018/04/10 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 March, 2018 as circulated.

Additional Information

Originated By : tmahdiuk