



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

## **June 12, 2018 Council Meeting**

Tuesday, June 12, 2018

Start time 9:00 AM

### **AGENDA**

1. **Call to Order**
2. **Minutes**
  - 2.1 **May 8, 2018 Council Meeting (2018/05/08)**
3. **Bank Reconciliation**
4. **Additions to Agenda and Acceptance of Agenda**
5. **In Camera**
  - 5.1. **In Camera**
6. **Business Arising from Minutes**
7. **Reports**
  - 7.1. **CAO Report**
8. **Delegation**
  - 8.1. **11:00 a.m. Public Hearing re Loan Bylaw No. 2018-09**
  - 8.2. **11:15 a.m. - Guardian Chemicals**
  - 8.3. **1:00 p.m. - Linda Sallstrom, St. Paul Chamber of Commerce**
  - 8.4. **1:30 p.m. - Tanya Fontaine Porozni, St. Paul Community Learning Association**
9. **New Business**
  - 9.1. **Transfer of Encroachment Licence - Lot 15, Block 5, Plan 4223MC**
  - 9.2. **Sign at Entrance of Lac Bellevue Subdivision**
  - 9.3. **Request for Compensation for Flooding on E 1/2 19-61-9-W4**
  - 9.4. **Request to Cancel Property Taxes on Lot 6, Block 3, Plan 0021847**
  - 9.5. **Request to Waive Property Tax Increase**
  - 9.6. **Request for Adjustment on Property Taxes**
  - 9.7. **Request for Concession on Water Bill**
  - 9.8. **FCM Special Advocacy Fund**

- 9.9. **Portage College Request for Financial Support**
- 9.10. **Request from St. Paul BMX & Skatepark Society**
- 9.11. **Road Signage Related to the Pengrowth Operated Facility**
- 9.12. **Lac Bellevue & District Ag Society**
- 9.13. **Letter of Support - MD Foundation**
- 9.14. **Letter of Support - Ashmont Seniors**
- 9.15. **FCSS Board Member Appointment**
- 9.16. **Funding Request - Elk Point Pickle Ball Club**
- 9.17. **Municipal Seed Cleaning Plant Funding Request**
- 9.18. **Fee Schedule Bylaw 2018-11**
- 9.19. **Fire Protection Services Bylaw 2018-12**
- 10. **Correspondence**
- 11. **Upcoming Meetings**
  - 11.1. **June 13 @ 4:00 pm - Review Rec Study with Consultants**
  - 11.2. **June 19 @ 6:00 pm - Joint Council Meeting with Town of St. Paul**
  - 11.3. **July 6 @ 10:00 a.m. - Council Meeting**
  - 11.4. **July 10 - 13 - ASB Summer Tour**
- 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



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## Issue Summary Report

### 5.1. In Camera

**#20180605013**

**Meeting :** June 12, 2018 Council Meeting

**Meeting Date :** 2018/06/12 09:00

**Meeting Type :** Council Meeting

#### **Background**

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In Camera items to be presented at the meeting.

#### **Recommendation**

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Motion to go in camera as per section 29 of the FOIP Act to discuss information to be available to the public.

#### **Additional Information**

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**Originated By :** pcorbiere

# 7. Reports

## 7.1. CAO REPORT



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## Issue Summary Report

### 7.1. CAO Report

#20180518001

**Meeting :** June 12, 2018 Council Meeting

**Meeting Date :** 2018/06/12 09:00

**Meeting Type :** Council Meeting

#### Background

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CAO Report to be presented at the meeting.

#### Recommendation

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Motion to file the CAO Report as information.

#### Additional Information

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**Originated By :** skitz

## 8. Delegation

- 8.1. 11:00 A.M. PUBLIC HEARING RE LOAN BYLAW NO. 2018-09
- 8.2. 11:15 A.M. - GUARDIAN CHEMICALS
- 8.3. 1:00 P.M. - LINDA SALLSTROM, ST. PAUL CHAMBER OF COMMERCE
- 8.4. 1:30 P.M. - TANYA FONTAINE POROZNI, ST. PAUL COMMUNITY LEARNING ASSOCIATION



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## Issue Summary Report

### 8.1. 11:00 a.m. Public Hearing re Loan Bylaw No. 2018-09

#20180528001

**Meeting** : June 12, 2018 Council Meeting

**Meeting Date** : 2018/06/12 09:00

**Meeting Type** : Council Meeting

#### Background

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At the May Council Meeting, Council gave first reading to Bylaw 2018-09, to loan \$55,000 to the St. Paul Quarterback Club to be repaid in 11 equal payments of \$5000 on or before May 1 of each year.

Following the meeting, prior to advertising for the Public Hearing, we came across Community Organizations Grants and Loans Policy, which states that ***the County shall not provide a loan for a period exceeding 10 years***. We contacted the St. Paul Quarterback Club about the policy and they have agreed that they have the capacity to increase their annual payments to \$5500 per year for the 10 year term.

Bylaw 2018-09 was then advertised in the St. Paul Journal and Elk Point Review the weeks of May 29 and June 5 as per section 606 of the MGA and the Public Hearing was scheduled for 11:00 a.m. as per section 230 of the MGA.

#### Recommendation

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Motion to adjourn the meeting and proceed to Public Hearing scheduled for 11:00 a.m. to discuss Bylaw 2018-09, to loan \$55,000 to the St. Paul Quarterback Club.

Following the Public Hearing:

- Motion to give second reading to Bylaw 2018-09 with the amendment to item No. 4 - 10 equal payments of Five Thousand Five Hundred Dollars.
- Motion to give third reading to Bylaw 2018-09.

#### Additional Information

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**Originated By** : pcorbiere



**COUNTY OF ST. PAUL NO. 19**

**BYLAW NO. 2018-09**

A Bylaw of the County of St. Paul in the Province of Alberta to authorize lending money to a non-profit Organization.

**WHEREAS**, pursuant to Section 264 and 265 of the Municipal Government Act, R.S.A. 2000, Chapter M-26 and amendments thereto, a municipality may loan funds to a not-for-profit organization,

**AND WHEREAS**, the St. Paul Quarterback Club is a not-for-profit body corporate duly incorporated under the laws of the Province of Alberta,

**AND WHEREAS**, the St. Paul Quarterback Club plans to erect lighting on the football field and track at the Regional High School located at 4701 – 44 Street, Block 16, Plan 4229NY, located in the Town of St. Paul and is seeking the assistance of the County of St. Paul in advance funding of the project through a loan,

**AND WHEREAS**, the Council of the County of St. Paul deems the loan to be in the best interest of the County and its residents,

**AND WHEREAS**, the principal amount of the outstanding debt of the County of St. Paul at December 31, 2017 is \$10,202,106 and no part of the principal or interest is in arrears.

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

- 1) That the County of St. Paul will lend the St. Paul Quarterback Club the amount of Fifty-Five Thousand Dollars (\$55,000) for the lighting on the football field and track at the Regional High School. The term of the loan is ~~eleven (11)~~ ten (10) years beginning January 1, 2019.
- 2) The County of St. Paul will not charge interest to the St. Paul Quarterback Club for the repayment of this loan.
- 4) The loan will be repaid by the St. Paul Quarterback Club annually on or before May 1<sup>st</sup> of each year.
- 5) It is anticipated that the St. Paul Quarterback Club will repay the loan from fundraising, user fees, and donation sources during the term of the loan.
- 6) The source of money to be loaned to the St. Paul Quarterback Club shall be from the General Operating Budget held by the County of St. Paul. All repayments received by the County from the St. Paul Quarterback Club shall be returned to the General Operating Budget.

Bylaw No. 2018-09  
Page 2

- 7) The County of St. Paul and the St. Paul Quarterback Club shall enter into a loan agreement consistent with the terms of this bylaw. The Agreement will form Schedule "A" attached hereto and forming part of this bylaw.
- 8) This Bylaw shall take effect on the day of the final passing thereof and shall remain in effect until all amounts due to the County of St. Paul as specified within this bylaw have been received.

Read a first time this 8<sup>th</sup> day of May 2018.

Advertised the 29<sup>th</sup> day of May 2018 and the 5<sup>th</sup> day of June 2018.

Read a second time this \_\_\_\_ day of \_\_\_\_\_, 2018.

Read a third time this \_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Reeve

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

Schedule A

THIS agreement made this \_\_\_ day of \_\_\_\_\_, 2018.

BETWEEN

County of St. Paul

referred to as the "County"

And

St. Paul Quarterback Club

referred to as the "Club"

**WHEREAS** pursuant to Sections 264 and 265 of the Municipal Government Act, R.S.A. 2000, Chapter M-26 and amendments thereto, a municipality may loan funds to a not for profit organization

**AND WHEREAS** the Club is a not-for-profit body corporate duly incorporated under the laws of the Province of Alberta.

**AND WHEREAS** the Club plans to erect lighting on the football field and track at the Regional High School located at 4701–44 Street, Block 16, Plan 4229NY, located in the Town of St. Paul, and is seeking the assistance of the County of St. Paul in advance funding of the project through a loan

**AND WHEREAS**, the Council of the County of St. Paul deems the loan to be in the best interest of the County and its residents,

**AND WHEREAS** County of St. Paul Council gave 3<sup>rd</sup> and final reading to Bylaw No. 2018-09 on June 12, 2018.

**AND WHEREAS** the Municipal Council of the County of St. Paul has agreed to the following:

- 1.1 The County of St. Paul will lend the St. Paul Quarterback Club non-profit organization Fifty-Five Thousand dollars (\$55,000) for the purpose of installing lighting on the football field and track at the Regional High School. The term of the loan is ten (10) years commencing January 1, 2019.
- 1.2 To provide funds to the Club pursuant to this Agreement up to the approved sum for the period specified in this Agreement, provided that the terms and conditions have been met by the Club.
- 1.3 There will be no interest charged to the club for the repayment of this loan.

Appendix 1 for 8.1.: Bylaw No. 2018-09'

- 1.4 The loan will be repaid by the St. Paul Quarterback Club annually on or before May 1<sup>st</sup> of each year.
- 1.5 The source of money to be loaned to the St. Paul Quarterback Club shall be paid from the General Operating Budget held by the County of St. Paul. All repayments received by the County from the Club shall be returned to the General Operating Budget.
- 1.6 The County of St. Paul and the St. Paul Quarterback Club shall enter into a loan agreement consistent with the terms of Bylaw 2018-09.
- 1.7 Any funds not used by the St. Paul Quarterback Club for the purposes contained in Bylaw 2018-09 or this funding agreement shall be immediately returned to the County.
- 1.8 Loan proceeds will be issued when the St. Paul Quarterback Club provides an invoice for the equipment.
- 1.9 These funds are to be used solely for this lighting project and will not be applied to indebtedness for prior or future projects.
- 1.10 This agreement shall be binding on all the parties hereto and their successors and assigns

ST. PAUL QUARTERBACK CLUB

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Club Representative

COUNTY OF ST. PAUL

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Reeve

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Chief Administrative Officer



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## Issue Summary Report

### 8.2. 11:15 a.m. - Guardian Chemicals

#20180604001

**Meeting :** June 12, 2018 Council Meeting

**Meeting Date :** 2018/06/12 09:00

**Meeting Type :** Council Meeting

#### Background

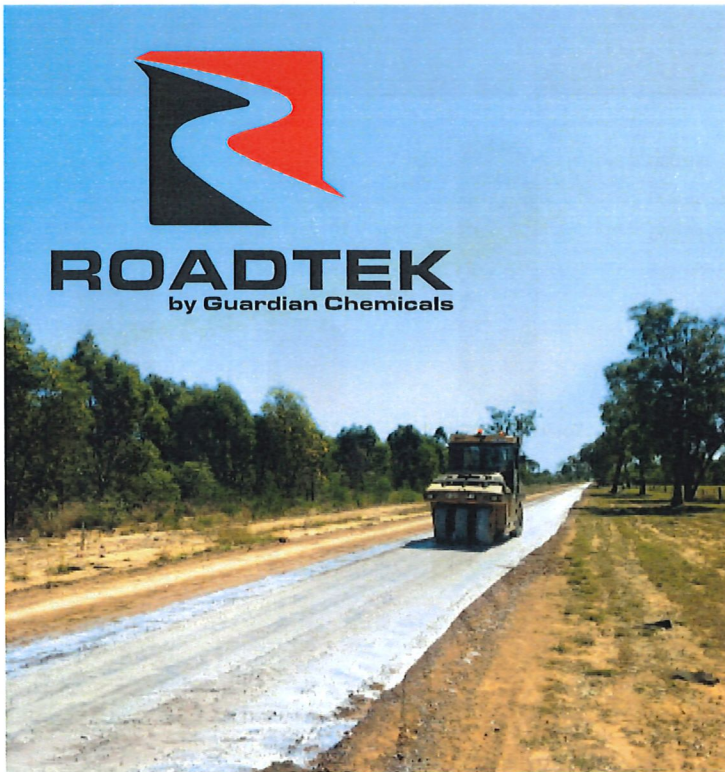
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Representatives from Guardian Chemicals will be in to speak with Council about a road surfacing product - Road Teck.

#### Additional Information

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**Originated By :** pcorbiere



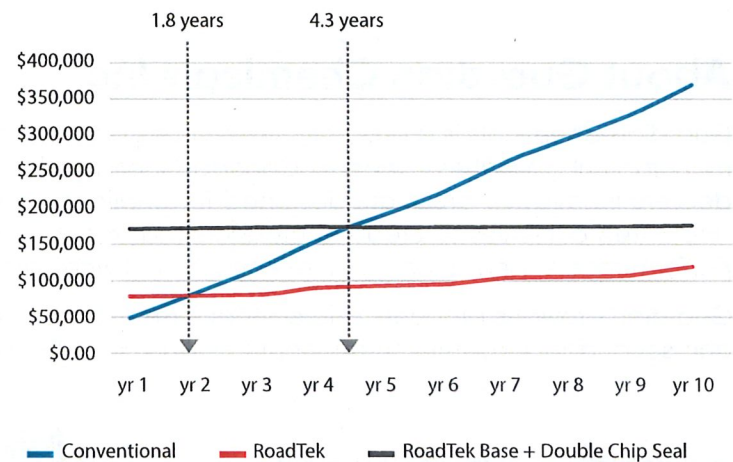
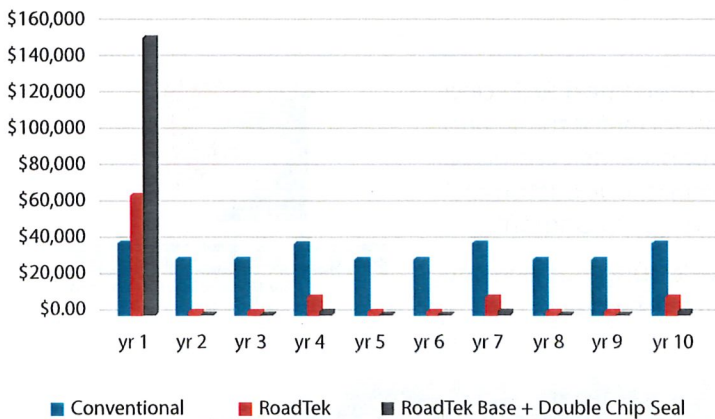
## When the Budget Meets the Road

The dilemma of the rural road manager is straightforward: Repair or minimize recurring drivability and safety problems with fixes that don't last. These solutions leave drivers and residents dissatisfied and harm the environment as well as vehicles and equipment.

Relying on chlorides and other materials that add no compressive strength and dissolve in wet weather, maintenance teams trade low cost-per-application for high, long-term costs and shortened road life.

RoadTek by Guardian Chemicals changes the equation. RoadTek is a single solution for a range of problems that is safe for vehicles, equipment, and the environment. RoadTek solves road maintenance and usability problems for up to 10 years while lowering costs, year after year.

## RoadTek - A long-term solution that makes financial sense



## Annual costs Breakeven Analysis

Smart maintenance with RoadTek increases safety, assures community satisfaction, and reduces long-term costs.



Extended lifespan



Protection of asset value



Meets the needs of residents and businesses



Environmentally safe



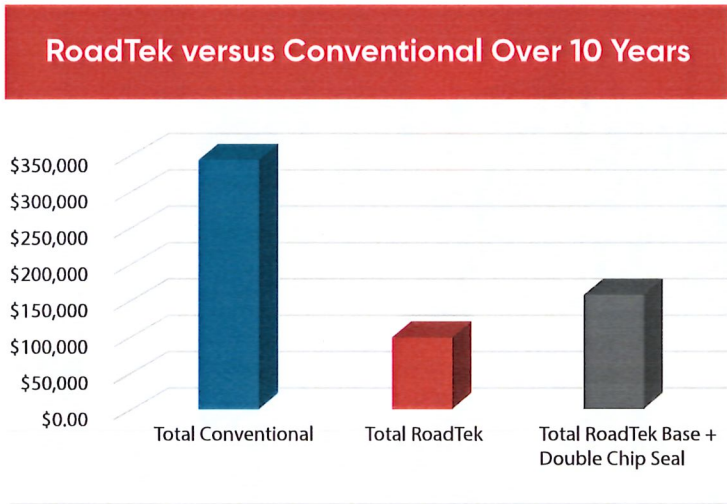
Non-damaging to vehicles and equipment



Lowers long-term maintenance and replacement costs

# Appendix 1 for 8.2.: RoadTek

Benefits: RoadTek vs. Chlorides	RoadTek	CaCl2
Simple to use	Y	Y
Controls dust	Y	Y
Water resistant	Y	N
Prevents rutting and potholes	Y	N
Prepares road for paving / chip-sealing	Y	N
Increases load-bearing capacity	Y	N
Decreases need to re-grade	Y	Y
Non-corrosive to vehicles and equipment	Y	N
Maintains drivability in wet and freezing	Y	N
Non-toxic to flora and fauna	Y	N
Extends lifetime of road	Y	N
5+ year application interval	Y	N
Reduces long-term maintenance costs	Y	N
Enables re-use of aggregate and milling materials	Y	N



## A RoadTek-treated road

- Resists surface deformation season after season
- Suppresses dust formation
- Reduces long-term maintenance and support costs
- Uses materials cheaper than gravel for repairs
- Adds load-bearing capacity to accommodate heavy equipment
- Prepares an aggregate road for use as a durable sealed subsurface for asphalt or chip seal

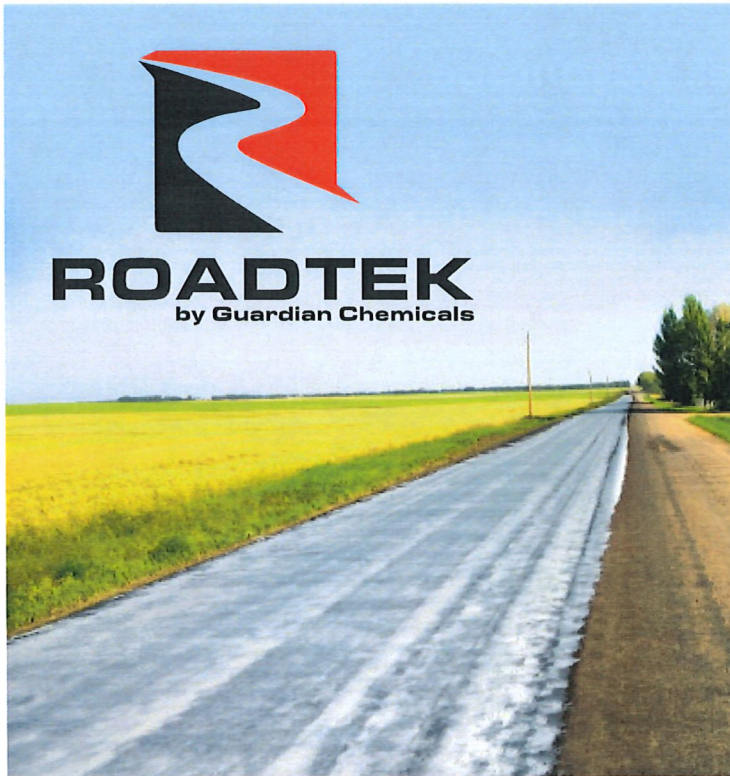
## About Guardian Chemicals Inc.

Guardian Chemicals is a privately owned company with fully integrated R&D and manufacturing facilities in Alberta, Canada. Guardian develops, manufactures, and delivers innovative products designed for challenging environments. We have dedicated ourselves to creating products that meet and exceed our customers' performance expectations cost-effectively and with care for the environment.

Guardian provides products and custom formulations to a wide range of primary and secondary industries throughout Canada, the USA, and worldwide.



<p>📍 155-55202 SH 825 Sturgeon Industrial Park Sturgeon County, AB T8L 5C1</p>	<p>☎ (780) 998-3771 📞 Toll Free: 1-800-661-6544 📠 Fax: (780) 992-1185 🌐 www.roadtek.ca</p>
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## RoadTek: To preserve the safety and lifespan of rural roads

Rural roads unite our counties, providing us access to our homes and workplaces. As unpaved roads experience more vehicle and equipment traffic, they need constant maintenance to preserve safe driving conditions. This is expensive and time consuming for local governments and businesses.

RoadTek is a liquid road stabilization and dust suppressant that maintains the safety and longevity of unpaved roads. RoadTek binds the aggregate materials of the road with strong physical bonds, increasing its mechanical strength and load-bearing capacity.

RoadTek maintains the stability of the road season after season. By making the aggregate and gravel resistant to moisture, RoadTek extends the life of the road, even with heavy usage, for up to 10 years.

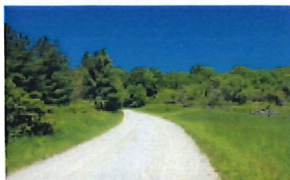
### A Proven and Cost-Effective Solution

- Preserve road drivability when wet and through multiple freeze/thaw cycles
- Counters wash boarding, rutting, and pothole formation
- Suppresses dust formation
- Reduces re-gravel costs and frequency of re-grading
- Enables the re-use of aggregate, milling materials, and ditch-recovered gravel
- Transforms a gravel surface into a stable sub-surface suitable for asphalt paving

### Safe for People, Vehicles, and the Environment

- RoadTek has been thoroughly tested for impacts to road-adjacent plants and marine life and found to be environmentally safe.
- Unlike salt and traditional dust suppressors, RoadTek is non-corrosive for vehicles and equipment.
- RoadTek reduces costs while assuring the highest levels of community acceptance and driver satisfaction
- Roadtek is a water-based product that does not contain chlorides, alkyl or nonylphenol ethoxylates (APE/NPEs), or materials listed on the CEPA (Canadian Environmental Protection Act) toxics list.

## RoadTek at Work



Unpaved Gravel Roads



Heavy Haul Road



Road Base & Sub Base Stabilization



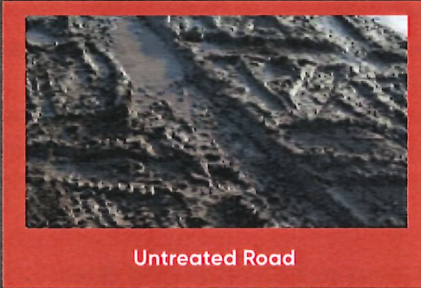
Forestry & Agricultural Roads



Mine Tailings



## The RoadTek Advantage



Untreated Road



RoadTek-treated road after 7 months of exposure to use and weather

Road managers face persistent and recurring challenges. Freeze/thaw cycles and wet weather can quickly transform a good road into a minefield of ruts and potholes. Warm weather brings ever-increasing dust generation. Heavy usage shortens the lifetime of the road.

Working with limited budgets, asset managers and maintenance crews have relied on chlorides and other stabilizers to manage these problems. The problem is traditional treatments don't remain effective and introduce additional costs, including environmental harm and equipment damage from corrosion.

**When the budget meets the road, chloride options trade off low cost-per-application for high long-term maintenance and replacement expenses.**

RoadTek is a single, cost-effective, long-term solution to these problems. RoadTek gives a road the ability to withstand use by heavy equipment, extends its life through weather extremes, and can prepare the road for asphalt paving. And RoadTek lowers long-term costs.

**Choose RoadTek for Maximum Road Life with Minimal Maintenance**

## About Guardian Chemicals Inc.

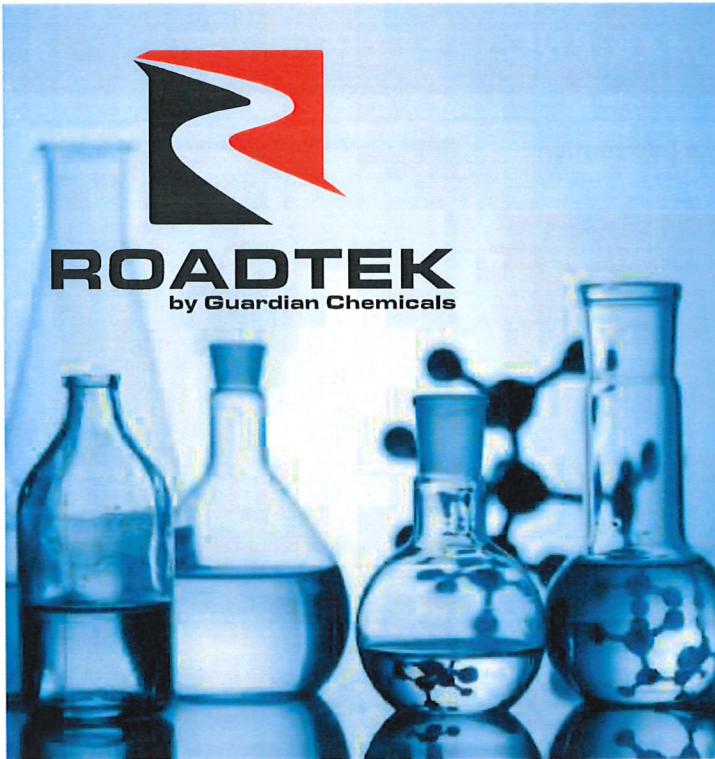
Guardian Chemicals is a privately owned company with fully integrated R&D and manufacturing facilities in Alberta, Canada. Guardian develops, manufactures, and delivers innovative products designed for challenging environments. We have dedicated ourselves to creating products that meet and exceed our customers' performance expectations cost-effectively and with care for the environment.

Guardian provides products and custom formulations to a wide range of primary and secondary industries throughout Canada, the USA, and worldwide.



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## Our Environmental Commitment

Guardian Chemicals regards environmental stewardship to be a core responsibility. We have always taken a proactive approach to develop products that pose minimal environmental risk. We support this commitment to the environment with our certification to ISO 14,001 (Environmental Management System).

In keeping with this responsibility, the materials utilized in the formation of RoadTek have been specifically selected from 100% virgin material. RoadTek does not contain waste byproducts from the manufacturer of paint. In some cases, these materials may contain substances deemed harmful to the environment. As a result, Guardian determined that it would not be environmentally responsible to use them in RoadTek.

Roadtek is a polymeric water-based product that does not contain chlorides, alkyl or nonylphenol ethoxylates (APE/NPEs), or materials listed on the CEPA (Canadian Environmental Protection Act) toxics list.

## RoadTek - Safe for People and Environment

### Environment

Guardian Chemicals regards environmental stewardship to be a core responsibility. We have always taken a proactive approach to develop products that pose minimal environmental risk. We support this commitment to the environment with our certification to ISO 14001 (Environmental Management System).

Guardian Chemicals Inc. has completed the necessary product development and formal registration process required for Green Seal™ certification on our E Series (2009) products. Our objective is to provide our customers with an environmentally responsible option that meets standards set by Green Seal™.

### Health & Safety

Guardian Chemicals holds that there is nothing more important than the safety of our customers and staff. It is because of this belief that we have been successfully certificated in OHSAS 18001, an international standard designed for Health & Safety Management Systems. Combining OHSAS 18001, ISO 9001 (Manufacturing) and ISO 14001 (Environment) ensures that we are providing the safest, most effective and environmentally conscious products in the industry.

Guardian Chemicals has also received an Alberta COR (Certificate of Recognition) for our health and safety programs, specifically those that assist in injury reduction.

**Smart maintenance with RoadTek increases safety, assures community satisfaction, and reduces long-term costs.**



Extended lifespan



Protection of asset value



Meets the needs of residents and businesses



Environmentally safe



Non-damaging to vehicles and equipment



Lowers long-term maintenance and replacement costs

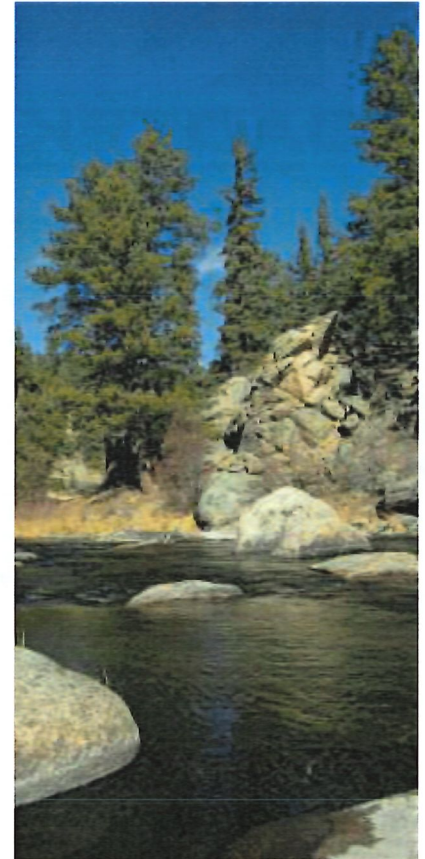
## AQUATIC TOXICITY DATA AND RESULTS

### Rainbow Trout Bioassay Mortality and Stressed Behaviour Information (96-hour LC50 for ROADTEK)

Concentration (ppm)	Mean Number of Fish at End of Test		Mean Rate of Fish at End of Test	
	Dead	Stressed	Dead	Stressed
0	0	0	0	0
31.25	0	0	0	0
62.5	0	0	0	0
125	0	0	0	0
250	0	0	0	0
500	0	0	0	0

### Daphnia Magna Bioassay Mortality and Immobility Information (48-hour LC50 for ROADTEK)

Concentration (ppm)	Mean Number of Daphnids at End of Test		Mean Rate of Daphnids at End of Test	
	Dead	Immobile	Dead	Immobile
0	0	0	0	0
31.25	0	0	0	0
62.5	0	0	0	0
125	0	0	0	0
250	0	0	0	0



## About Guardian Chemicals Inc.

Guardian Chemicals is a privately owned company with fully integrated R&D and manufacturing facilities in Alberta, Canada. Guardian develops, manufactures, and delivers innovative products designed for challenging environments. We have dedicated ourselves to creating products that meet and exceed our customers' performance expectations cost-effectively and with care for the environment.

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## Issue Summary Report

**8.3. 1:00 p.m. - Linda Sallstrom, St. Paul Chamber of Commerce #20180530001**

**Meeting :** June 12, 2018 Council Meeting

**Meeting Date :** 2018/06/12 09:00

**Meeting Type :** Council Meeting

### Background

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Linda Sallstrom, Executive Director with the St. Paul and District Chamber of Commerce will be in to speak with Council about their grant submission for a Labour Market Study. The Study is for our region, including the Town of St. Paul, County of St. Paul, Mallaig, Elk Point and Saddle Lake. While the objectives of the draft proposal align with the Alberta Labour Business Plan, the objective of the Chamber is to gain a better understanding of what is currently taking place in our community (what industries make up our community) to better prepare our communities for future growth and align organizations to identify opportunities. The proposed study also aligns with and supports the work the County and Town are undertaking with the CARES grant. It further supports the work being done by Alberta HUB on a regional level and would assist Portage and Blue Quills, to be responsive in program development.

A requirement of the LMP granting process is partnership and support, both in kind and financial. Linda will be requesting a funding and partnership support for the project.

### Additional Information

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**Originated By :** pcorbiere

## Project Scoping: County of St. Paul Labour Study

### Program: Labour Market Partnerships (LMP) Program

February 28, 2018

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#### ALIGNMENT WITH BUSINESS PLAN OF ALBERTA LABOUR

This project aligns with:

##### *Outcome Three:*

- Workers and newcomers are well-prepared to participate in Alberta's dynamic labour market
- Key Strategies*
- 3.1 Develop, administer and assess training and employment programs, in collaboration with federal and provincial partners that connect Albertans to jobs in response to Alberta's current and future needs.
  - 3.2 Contribute to the implementation of recommendations outlined by the Truth and Reconciliation Commission and the United Nations Declaration on the Rights of Indigenous Peoples.
  - 3.3 Support Albertans to obtain labour market experiences and active participation in the labour force through the Summer Temporary Employment Program (STEP) and the Canada-Alberta Job Grant (CAJG).
  - 3.4 Develop labour market information to support informed decision-making by Albertans, government, communities, training providers and employers.

#### OBJECTIVES

Conduct a labour supply/demand scan to:

- Identify labour gaps that present challenges to maximizing employment levels and profitability for local businesses.
- Utilize employment data and employer input to identify sustainable new industry sectors and business opportunities in the region that will add high value jobs to the local economy.
- Identify the jobs required to diversify the local economy into sustainable new industry sectors in the medium to long term.
- Identify job requirements and training requirements to identify new training requirements to support new sectors and diversification.
- Identify employer challenges of hiring in the region.
- Identify challenges for job seekers in the region.
- Present any possible solutions to labour challenges identified by the scan, including steps to attract skilled newcomers through effective labour mobility.
- Take the scan data, analysis, and recommendation to form strategic steps to attract and retain workers in key St. Paul industry sectors (present and future).
- Produces the communications tools (web, print, social media, etc.) suggested by the Strategy.

### PROJECT PARTNERS AND CONTRIBUTORS:

St. Paul Chamber of Commerce:

- Project Coordinator, organize partners and prepare research questions
- Facilitate employer interviews and provide employer contact info
- Roll out and present findings to partners and community

Elk Point Chamber of Commerce:

- Facilitate employer interviews and provide employer contact info
- Roll out and present findings

Mallaig Chamber of Commerce

- Facilitate employer interviews and provide employer contact info
- Roll out and present findings

County/Town of St. Paul:

- Utilize the data, analysis, and recommendation to form strategic steps to attract and retain workers, identify new industry and business opportunities
- Work with partners to identify questions that will assist with Economic Development Plans

Alberta Information Hub

- Provide Industry development information
- Provide regional data
- Assist to identify emerging industry sectors and business opportunities in the region that will add high value jobs to the local economy

Saddle Lake First Nations

- Utilize the data, analysis, and recommendation to form strategic steps to attract and retain workers, identify new industry and business opportunities
- Work with partners to identify questions that will assist with Economic Development Plans

Portage College

- Present possible solutions to labour challenges identified by the scan

University nuhelot'jne thaiyots'j nistameyimâkanak Blue Quills

- Present possible solutions to labour challenges identified by the scan

Alberta Works

- Offer work space and access to unemployed individuals to respond to research requests

Alberta Ministry of Labour:

- Provide current contacts and LMI to researchers
- Funding

### WORK PLAN

The project would feature three steps:

#### 1. Labour Market Environmental Scan

1. Secondary Research (Literature Review)

## Appendix 1 for 8.3.: Labour Market Partnership

- Gathering of any pertinent documents, reports and statistics from project partners and other sources. The release of labour statistics from the 2016 Statistics Canada Census is expected to be helpful, as well as data from Alberta Labour
- 2. Primary Research (Stakeholder Consultations)
  - Stakeholder Engagement process will be split into two parts:
    - Information gathering from local employers (interviews)
    - Information gathering from those currently unemployed/under-employed in the region (surveys)

The goal of stakeholder engagement in the project is two-fold: 1. To capture data to support the creation of a Scan that can successfully guide stakeholders, 2. To build a foundation of regional shared support for the recommendations in the County.
- 3. Analysis
  - In the analysis phase of this project, we will collect, review, organize and examine all data from the Literature Review and Stakeholder Consultations
- 4. Reporting
  - The analysis will lead to a report presenting the finding of the scan and go-forward recommendations. The report will be presented to all project partners and stakeholders.

The Labour Market Environmental Scan should be followed by two subsequent steps:

### **2. Labour Market Strategic Plan**

- Step 2 takes the data, analysis, and recommendations from Step 1 to form strategic steps to attract and retain workers in key St. Paul industry sectors (present and future).

### **3. Labour Market Communication Plan**

- Step 3 produces the communications tools (web, print, social media, etc.) suggested by the Strategy.

## **TIMELINE and FUNDING**

We estimate this to be a 9-12-month project and could start in the fall of 2018 and finish by September 30, 2019.

We estimate the total project cost to be approximately \$80k to \$95k.

### **1. Labour Market Environmental Scan**

- Budget: \$45k-\$50k
- Timeline: 4-5 months

### **2. Labour Market Strategic Plan**

- Budget: \$15k-20k
- Timeline: 2-3 months

### 3. Labour Market Communication Plan & Tools

- Budget: \$20k-25k
- Timeline: 3-4 months

#### *NOTE 1: Estimate Precision*

- As this is a rough project scope, exact budgets and timelines are not possible yet. It will be necessary to decide on an exact methodology and deliverables before precise budgets and timelines can be determined.

#### *NOTE 2: Phases*

- Depending on resources, the project could be split into two phases. 1. Labour Market Environmental Scan; and 2. Labour Market Strategic Plan and Labour Market Communication Plan & Tools. However, from a contractor perspective, there are economies of scale in doing all three steps in one project.

DRAFT





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

## Issue Summary Report

### 8.4. 1:30 p.m. - Tanya Fontaine Porozni, St. Paul Community Learning Association #20180604002

**Meeting :** June 12, 2018 Council Meeting

**Meeting Date :** 2018/06/12 09:00

**Meeting Type :** Council Meeting

#### Background

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Tanya Fontaine Porozni, Program Co-ordinator with the St. Paul Community Learning Association, will speak about their funding which the Province has directed towards eliminating barriers to education and employment and encouraged partnerships with other organizations. The St. Paul CLA has formed a partnership with the Kinokamas Healing Ride with the intent to address trauma and healing; to build confidence and relationships so those involved can share in a positive experience that will contribute to the long-term health of their community. The ride will take place on Wednesday, June 20th and will begin at Kehewin and end at Blue Quills.

Tanya will provide more information on the ride and invite Council members and County residents to participate.

#### Additional Information

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**Originated By :** pcorbiere

## Appendix 1 for 8.4.: Letter - St. Paul Community Learning Association



Box 465, St. Paul, AB T0A 3A0  
780-614-6346  
[spcla@mcsnet.ab.ca](mailto:spcla@mcsnet.ab.ca).

Dear Phyllis Corbiere,

My name is Tanya Fontaine Porozni and I am the Program Coordinator for the Community Learning Association in St. Paul. Our organization helps organize adult education classes in and around St. Paul. The province has directed our funding towards eliminating barriers to education and employment and has encouraged partnerships with other organizations to address this mandate. One of the partnerships we have formed is with the Kinokamâs Healing Ride. The intent of the ride is to address trauma and healing; to build confidence and relationships; so that all those involved, spectators, volunteers and participants, can share in a positive experience that will contribute to the long-term health of our community.

On Wednesday June 20, 2018, this ride will begin at Kehewin First Nation at 7:00 AM and end at the University of Blue Quills around 6:00 PM. The ride will travel through County of St. Paul along Highway 41 and then Highway 29. The organizing committee wishes to inform the County Council of our intent and to invite and welcome Council members or County residents, to witness or participate in the ride. For more information on how to volunteer please email: [healingride@gmail.com](mailto:healingride@gmail.com) or to check out media coverage, follow the link: <http://www.cbc.ca/news/canada/edmonton/kehewin-cree-nation-ride-dakota-38-ben-badger-1.4581442>

This initiative is being led by Ben Badger, council member of Kehewin Cree Nation. The ride is supported by several non-Indigenous parties as well. The Bethel Church is welcoming the ride to St. Paul, where a stop will be made at approximately 3:30 PM. This is a place where spectators could assemble to show their support. There is also a lunch break planned at Dog Rump Creek at noon, where a farming family has welcomed the riders to use their land for a lunch break and neighbors are invited to bring food and visit. It would be an honour to have representation from County Council attend this noon gathering.

I look forward for the opportunity to discuss and answer questions in person on June 12 at your Council meeting.

Sincerely,

Tanya Fontaine

## Appendix 2 for 8.4.: Healing Ride



Our shared legacy of residential schools on this land has left a certain UNeducation about our connection and interdependence with all living things. Inspired by our relatives in the south as they build a new legacy (Dakota 38) Ben Badger has made a commitment to re-educate himself and others with a 4 year healing journey in the Cree tradition, seeking the Old Way of Being: respecting and relating in natural peace and harmony with ALL.

Learning the teachings along the journey requires a foundation of love, hope and faith to see it through, both the seen and the unseen. If the dream is forgiveness through truth and reconciliation, accepting the mystery of justice and the truth of others will be its own trial, and will have its own healing. What a journey.

When Ben shared his dream of a journey to seek healing, and all that led to this dream, we agreed to be helpers.

### **Seeking Healing Ride Committee**

Ben Badger - Chairperson

Percy & Doreen Moosepayo - Elders

George & Arlene Dion - Elders

Ken Dion, Farrah Cardinal, Shelly Houle

Kelly Dion-McFeeters, Tanya Fontaine

**Common Contact:**

[healingride@gmail.com](mailto:healingride@gmail.com)

We are pleased to share our intent and submit for your information the following preliminary itinerary of events planned for June 20<sup>th</sup>. Please consider this our working draft, the descriptions are pending detailed confirmations, however this will be the basic turn of events.

### **WEDNESDAY, JUNE 20<sup>TH</sup>**

**7:00 - 7:30 am GIDDY UP & GO :** Prepare, gather all registration information & start the ride from the **Kehewin Powwow Grounds**, Breakfast nutrition to go will be available.

**8:30 - 9:00 am WATER BLESSING AT KEHEWIN LAKE :** Kinokamaskewwak (Women of Kehewin) will gather to do a Blessing of Riders and the Waters, to honour our traditional ways and interdependent connection.

**12 noon - 1 pm LUNCH AT DOG RUMP CREEK :** The halfway point, a time to rest and replenish. Sharing and respecting the land in the Fontaine Family tradition of help and hospitality, they will host the lunch with friends and neighbors providing a potluck. A small contingency of individuals will also be running at their own pace from this point to Blue Quills in a complimentary sentiment of healing.

**3:30 pm WELCOME AT BETHEL :** A multicultural embrace of culture to honour Healing, Love, Hope & Faith, our common and universal principles in a world of diversity. We are all one in prayer.

**4:30 pm CREATING WAYS OF FORGIVENESS :** From main street St. Paul to Blue Quills, the symbolic ride through town seeks to create awareness for individuals to learn from the past. The procession will include a wagon carrying Elders as they also continue to journey toward reconciliation, settling the past for the future of our children.

**6:00 pm HORSE DANCE at BLUE QUILLS CULTURAL GROUNDS :** All people are invited to partake and learn the meaning, including Ceremony, Feast & Giveaway as the conclusion of the Healing Ride this year.

We are grateful for all opportunities to share and certainly we have been blessed with many connections and contributions to make this ride possible. Bens conviction toward healing, has become our journey as a collective, learning and healing with the intent to continue gathering for another three years, bringing a four year journey to a complete cycle. And ultimately those who have followed this journey will learn about healing.

*Our committee members meet weekly, and utilize inherent networks to share information. Please do not hesitate to contact the email and also visit our Facebook Page: **KINOKAMAS NATAWIHOTETAPIHK***

## 9. New Business

- 9.1. TRANSFER OF ENCROACHMENT LICENCE - LOT 15, BLOCK 5, PLAN 4223MC
- 9.2. SIGN AT ENTRANCE OF LAC BELLEVUE SUBDIVISION
- 9.3. REQUEST FOR COMPENSATION FOR FLOODING ON E 1/2 19-61-9-W4
- 9.4. REQUEST TO CANCEL PROPERTY TAXES ON LOT 6, BLOCK 3, PLAN 0021847
- 9.5. REQUEST TO WAIVE PROPERTY TAX INCREASE
- 9.6. REQUEST FOR ADJUSTMENT ON PROPERTY TAXES
- 9.7. REQUEST FOR CONCESSION ON WATER BILL
- 9.8. FCM SPECIAL ADVOCACY FUND
- 9.9. PORTAGE COLLEGE REQUEST FOR FINANCIAL SUPPORT
- 9.10. REQUEST FROM ST. PAUL BMX & SKATEPARK SOCIETY
- 9.11. ROAD SIGNAGE RELATED TO THE PENGROWTH OPERATED FACILITY
- 9.12. LAC BELLEVUE & DISTRICT AG SOCIETY
- 9.13. LETTER OF SUPPORT - MD FOUNDATION
- 9.14. LETTER OF SUPPORT - ASHMONT SENIORS
- 9.15. FCSS BOARD MEMBER APPOINTMENT
- 9.16. FUNDING REQUEST - ELK POINT PICKLE BALL CLUB
- 9.17. MUNICIPAL SEED CLEANING PLANT FUNDING REQUEST
- 9.18. FEE SCHEDULE BYLAW 2018-11
- 9.19. FIRE PROTECTION SERVICES BYLAW 2018-12



## Issue Summary Report

### 9.1. Transfer of Encroachment Licence - Lot 15, Block 5, Plan 4223MC#20180605015

**Meeting :** June 12, 2018 Council Meeting

**Meeting Date :** 2018/06/12 09:00

**Meeting Type :** Council Meeting

#### Background

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In August, 2016 Council made a motion to enter into an Encroachment Agreement with the owners of Lot 15, Block 5, Plan 4223MC to accommodate their boathouse which is encroaching on the ER on the north side of their property and the shed encroaching on the road (south side), and that the landowner will be responsible to pay all applicable costs.

The property has been sold and the new owners are requesting to transfer the existing Encroachment Agreement into their name.

#### Recommendation

---

Administration is recommending to transfer the encroachment Agreement for Lot 15, Block 5, Plan 4223MC to accommodate the boathouse encroaching on the ER on the north side of the property and the shed encroaching on the road on the south side of their property, to the new owners.

#### Additional Information

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**Originated By :** pcorbiere

## Appendix 1 for 9.1.: Request Letter

June 4, 2018

County Reeve and Council  
County of St. Paul  
5015 – 49 Avenue  
St. Paul, AB  
T0A 3A4

Re: Transfer of Encroachment License  
Property located on Lot 12, Block 5, Plan 4223MC  
Attn: Kristall Fedoretz

Dear Kristall,

Further to our telephone conversation, we have purchased a lakefront property from Ron McConnell and Darlene Sandboe located on Floating Stone Lake, Lot 12, Block 5, Plan 4223MC. We would like to formally request a transfer of the existing Encroachment License for a shed located on the south side and a boat house on the north side of the property to our names;

Michel Amyotte  
Louise Amyotte  
2455 Cameron Ravine Drive  
Edmonton, Alberta  
T6M 0L3

Home Phone: 780 478-5924  
Office: 780 406-3445  
Cell: Michel 780 220-0735

Please call us if there are any questions.

If there are any questions you may call me. Office 780 406-3445  
Fax 780 406-2258  
Cell 780 220-0735

Thank you



Michel Amyotte

## Appendix 2 for 9.1.: Licence Agreement

THIS LICENSE MADE EFFECTIVE this \_\_ day of \_\_\_\_\_, 2016.

**BETWEEN:**

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

- and -

**RONALD McCONNELL and DARLENE SANDBOE**  
(hereinafter collectively called the "Owner")

### ENCROACHMENT LICENSE

**WHEREAS:**

**A.** The Owner is the registered owner of the lands legally described as follows:

PLAN 4223MC  
BLOCK 5  
LOT 12  
EXCEPTING THEREOUT ALL MINES AND MINERALS

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

**B.** The Grantor is the registered owner of the lands legally described as follows:

PLAN 4223MC  
BLOCK 5  
LOT R5 (COMMUNITY RESERVE)  
CONTAINING 0.99 OF AN ACRE, MORE OR LESS  
EXCEPTING THEREOUT ALL MINES AND MINTERALS

(hereinafter referred to as the "**Grantor's Lands**");

**C.** The Grantor has control and management of the open road allowance located along the south boundary of the Owner's Land, which road allowance is known as 3<sup>rd</sup> Street (hereinafter referred to as the "**Road Allowance**");

**D.** The Owner has constructed a moveable shed on the Owner's Lands, a portion of which encroaches upon the Grantor's Lands (such encroaching portion is hereinafter referred to as the "**Reserve Encroachment**");

**E.** The Owner has constructed a moveable shed on the Owner's Lands, a portion of which encroaches upon the Road Allowance (such encroaching portion is hereinafter referred to as the "**Road Encroachment**"); and

**F.** The Grantor is prepared to grant an Encroachment License to permit the Reserve Encroachment and Road Encroachment (collectively, the "**Encroachments**") to exist upon or over a portion of the Grantor's Lands and the Road Allowance, subject to the terms and conditions contained within this Agreement.

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

### **GRANT OF ENCROACHMENT LICENSE**

1. The Grantor hereby grants to the Owner an Encroachment License to permit the Encroachments to exist upon or over the Grantor's Lands and the Road Allowance in the manner and location as is shown in red on the Surveyor's Certificate which is attached hereto as **Schedule "A"** to this Agreement, subject to the terms, covenants and conditions contained within this Agreement. The Owner shall not enlarge, extend or modify the Encroachments beyond the size and location shown within Schedule "A" to this Agreement.
2. The Owner acknowledges and agrees that their license to encroach upon or over the Grantor's Lands and/or the Road Allowance granted under this Agreement shall not confer upon the Owner any exclusive right whatsoever with respect to the use or occupation of the Grantor's Lands and/or the Road Allowance, and that the Owner shall have no claim to the Grantor's Lands and/or the Road Allowance other than as herein provided.
3. The Owner acknowledges and agrees that the rights of the Owner are only personal in nature, and that nothing contained within this Agreement shall be interpreted so as to confer upon the Owner any legal or equitable estate or interest in the Grantor's Lands and/or the Road Allowance.
4. The Owner shall not register this Agreement by way of Caveat or otherwise against the title to the Grantor's Lands, the Owner's Lands or the Road Allowance.

### **TERM AND TERMINATION**

5. Subject to the earlier termination of this Agreement due to breach of contract or as otherwise provided for herein, the term of this Agreement shall commence upon the effective date hereof, and terminate on the earlier of:
  - (a) the complete removal or destruction of the Encroachments; or
  - (b) the date which falls 60 days from the date of the written notice provided by the Grantor to the Owner advising that this Agreement has been terminated by the Grantor.
6. Notwithstanding Section 5 hereof, the Grantor shall be entitled to terminate the Road Encroachment upon 30 days' written notice to the Owner, as required pursuant to Section 13(1)(o) of the *Traffic Safety Act*.
7. In the event that the Encroachments at any time after the effective date hereof are destroyed or removed from the Grantor's Lands and/or the Road Allowance:
  - (a) 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; and
  - (b) the Encroachments, or any structure constructed as a replacement for the Encroachments, shall not be replaced or rebuilt upon the Grantor's Lands and/or the Road Allowance.
8. In the event that the Encroachments are 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 Encroachments, if in the sole discretion of the Grantor, it is unreasonable for the Owner to rebuild the partially destroyed portion of the Encroachments having regard to the nature of the structure, and the extent and nature of the damage.
9. Notwithstanding anything contained within this Agreement, this Agreement and all rights and privileges granted to the Owner will immediately terminate upon the transfer of title to the Owner's Lands to any individual, person, or corporation other than the original parties to this Agreement. Furthermore, the Owner shall not, without the prior written consent of the Grantor, assign, convey, or in any way part with this Agreement or any of the rights and privileges granted pursuant to this Agreement.



### **REMOVAL AND RECLAMATION**

10. Upon the termination of the rights and privileges granted to the Owner pursuant to the terms of this Agreement, the Owner shall:
- (a) remove the Encroachments from the Grantor's Lands and/or Road Allowance; and
  - (b) attend to the repair and reclamation of the Grantor's Lands and/or the Road Allowance to the reasonable satisfaction of the Grantor.

The Owner's obligations under this Section 10 shall survive the termination of this Agreement for any reason whatsoever, and shall remain binding upon the Owner until all such obligations are satisfied in full.

### **MAINTENANCE EASEMENT**

11. In conjunction with the Grantor's grant of the right of encroachment as contained within this Agreement, the Grantor hereby grants to the Owner the right, license, privilege and easement across, over, under, and upon the Grantor's Lands and the Road Allowance as is reasonably required in order to allow the Owner to inspect the condition of the Encroachments, and to attend to routine maintenance and repairs of the Encroachments.
12. The Owner's right to enter upon the Grantor's Lands and/or the Road Allowance for the purposes permitted within Section 10 above are subject to the reasonable restrictions and limitations imposed from time-to-time by the Grantor, in its sole discretion, that are necessary to minimize disruption of the Grantor's use and enjoyment of the Grantor's Lands and/or the Road Allowance, and minimize damage to the Grantor's Lands and/or the Road Allowance.
13. The Owner shall maintain and repair the Encroachments in a good and workmanlike manner, having regard to the nature of the Encroachments and the structure constituting the Encroachments, the nature and condition of the Grantor's Lands and/or the Road Allowance, and the nature and extent of the encroachment upon the Grantor's Land and/or the Road Allowance.
14. The Owner shall be responsible for the repair and restoration of the Grantor's Lands and/or the Road Allowance after each and every entry upon the Grantor's Lands pursuant to the rights of easement granted within Section 11 above.

### **LIABILITY**

15. The Owner shall indemnify and hold harmless the Grantor, its councillors, officers, employees, agents, servants, contractors, franchisees and licensees from and against any and all claims, damages, costs (including, without restriction, all legal and other professional costs on a solicitor and his own client full indemnity basis), losses, expenses, actions and suits of every kind and nature caused by, or arising directly or indirectly out of the existence of the Encroachments, the exercise or purported exercise of any of the rights granted within this Agreement, or by reason of any matter or anything done, permitted or omitted to be done by the Owner or its heirs, executors, administrators, successors and permitted assigns, and whether occasioned by negligence or otherwise.
16. The Owner hereby assumes, and shall remain responsible for all risk of personal injury and damage to all real or personal property, including the Owner's property comprising the Encroachments, arising out of the presence of the Encroachments upon the Grantor's Lands and/or the Road Allowance, regardless of how such injury or damage is caused.
17. The Owner shall be responsible for, and shall pay upon demand to the Grantor:
- (a) the cost of repairing any damage to the Grantor's Lands and/or the Road Allowance caused directly or indirectly by the Encroachments. Without restricting the generality of the foregoing, the Owner shall be responsible for the repair and restoration of any structures or chattels damaged by the Owner,

## Appendix 2 for 9.1.: Licence Agreement

or its agents, employees, contractors or invitees as a result of the exercise or purported exercise of any of the rights granted within this Agreement;

- (b) all costs incurred in removing or altering the Encroachments if not performed as and when required under this Agreement; and
  - (c) any additional costs incurred by the Grantor in maintaining the Grantor's Lands and/or the Road Allowance caused directly or indirectly by the Encroachments, including without limitation hand labor, and variations to standard construction methods as needed.
18. The Owner's obligations under Sections 15, 16 and 17 above shall survive the termination of this Agreement for any reason whatsoever, and shall remain binding upon the Owner until all such obligations are satisfied in full.
19. Throughout the term of this Agreement, the Owner shall take out and maintain general liability insurance with a minimum limit of \$2,000,000.00, with the Grantor named as an additional insured, in such form as may be satisfactory to the Grantor, acting reasonably, and upon request provide the Grantor with written confirmation of the existence of such insurance (including but not limited to providing copies of the insurance policies).

### **DEFAULT**

20. Should the Owner be in default of any term, covenant or condition herein contained, the Grantor shall have the option to terminate this Agreement on 10 days' prior written notice to the Owner, provided such default has not been rectified by the Owner within said 10 day notice period.
21. In addition to the rights and remedies afforded to the Grantor hereunder, should the Owner be in default of any term, covenant or condition herein contained, the Grantor shall have the right (but not the obligation), without notice, to rectify such default on behalf of the Owner, and all cost, expenses and outlays whatsoever incurred by the Grantor in rectifying such default shall be payable by the Owner on demand. The obligation of the Owner under this Section shall survive the termination of this Agreement for any reason whatsoever, and shall remain binding upon the Owner until all such obligations are satisfied in full.

### **GENERAL**

22. 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's 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 owners of the Owners' Land throughout the existence of this Agreement.
23. The Grantor shall be at liberty to register this Agreement by way of Caveat against the title to the Owners' Lands in order to protect the Grantor'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.
24. 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, faxed or sent by prepaid courier or registered mail addressed to the parties as follows:

- (a) to the Owner at:

Ronald McConnell and Darlene Sandboe  
Box 306, Ashmont Alberta, T0A 0C0  
Fax: \_\_\_\_\_

## Appendix 2 for 9.1.: Licence Agreement

(b) to the Grantor at:

County of St. Paul No. 19  
5015 – 49 Avenue  
St. Paul, Alberta T0A 3A4  
Fax: 780-645-3104  
Attention: Planning and Development Officer

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

**25.** The Owner shall:

- (a) notify the Grantor, in writing, of any sale or transfer of the Owner's Lands;
- (b) notify the purchaser or transferee of the Owner's Lands of the terms of this Agreement; and
- (c) notify the purchaser or transferee of the Owner's Lands that the terms of this Agreement immediately terminate upon the transfer of title to the Owner's Lands.

**26.** 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.

**27.** Should the Owner be comprised of more than party, all covenants of the Owner hereunder shall be construed to be joint and several.

## Appendix 2 for 9.1.: Licence Agreement

### INDEPENDENT LEGAL ADVICE

28. 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 to 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: \_\_\_\_\_

\_\_\_\_\_  
WITNESS

\_\_\_\_\_  
**RONALD McCONNELL**

\_\_\_\_\_  
WITNESS

\_\_\_\_\_  
**DARLENE SANDBOE**

**AFFIDAVIT OF EXECUTION**

CANADA ) I, \_\_\_\_\_ of the City of  
PROVINCE OF ALBERTA )  
TO WIT: ) \_\_\_\_\_, in the Province of Alberta,  
 ) MAKE OATH AND SAY:  
 )

- 1. THAT I was personally present and did see **Ronald McConnell** named in the within (or annexed) Instrument, who is personally known to me to be the person named therein, duly sign and execute the same for the purposes named therein.
- 2. THAT the same was executed at \_\_\_\_\_, in the Province of Alberta, and that I am the subscribing witness thereto.
- 3. THAT I know the said **Ronald McConnell** and he is, in my belief, of the full age of eighteen years.

SWORN before me at \_\_\_\_\_, in the )  
Province of Alberta, this \_\_\_\_ day of )  
\_\_\_\_\_, 2016. )  
 )  
 )  
\_\_\_\_\_  
**A Commissioner for Oaths in and for Alberta** ) \_\_\_\_\_  
 )  
 )

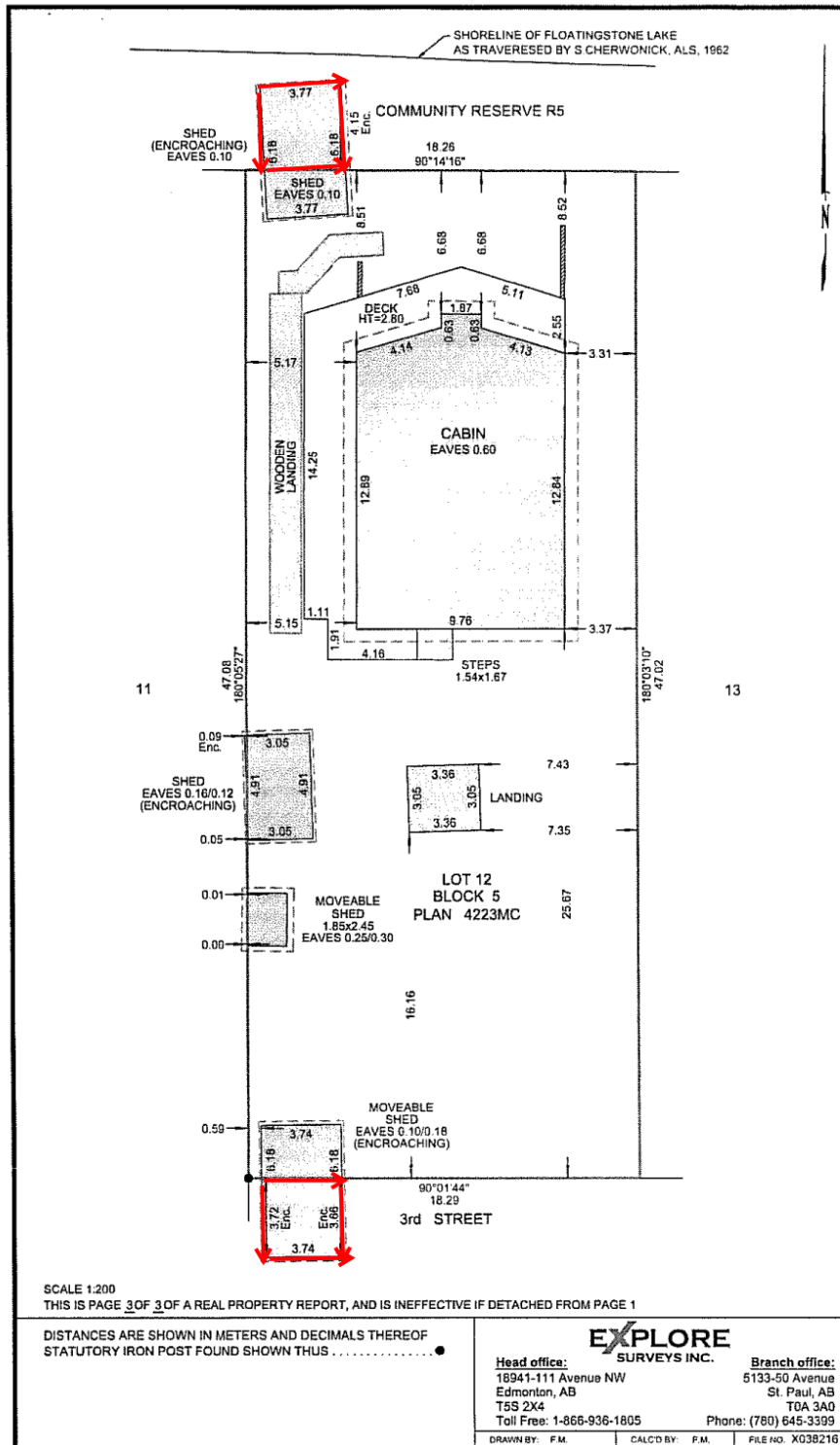
**AFFIDAVIT OF EXECUTION**

CANADA ) I, \_\_\_\_\_ of the City of  
PROVINCE OF ALBERTA )  
TO WIT: ) \_\_\_\_\_, in the Province of Alberta,  
 ) MAKE OATH AND SAY:  
 )

- 1. THAT I was personally present and did see **Darlene Sandboe** named in the within (or annexed) Instrument, who is personally known to me to be the person named therein, duly sign and execute the same for the purposes named therein.
- 2. THAT the same was executed at \_\_\_\_\_, in the Province of Alberta, and that I am the subscribing witness thereto.
- 3. THAT I know the said **Darlene Sandboe** and she is, in my belief, of the full age of eighteen years.

SWORN before me at \_\_\_\_\_, in the )  
Province of Alberta, this \_\_\_\_ day of )  
\_\_\_\_\_, 2016. )  
 )  
 )  
\_\_\_\_\_  
**A Commissioner for Oaths in and for Alberta** ) \_\_\_\_\_  
 )  
 )

**SCHEDULE "A"**  
**The Encroachment**





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

## Issue Summary Report

### 9.2. Sign at Entrance of Lac Bellevue Subdivision

#20180605012

**Meeting :** June 12, 2018 Council Meeting

**Meeting Date :** 2018/06/12 09:00

**Meeting Type :** Council Meeting

#### Background

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The Lac Bellevue Lot Owners Association is requesting if the sign at the entrance of the Lac Bellevue Subdivision can be updated with their Rural Address numbers.

Last week, a lot owner in a Vincent Lake Subdivision also inquired why their sign does not include the Rural Address numbers.

We have a quote from ATS Traffic Alberta for 8 x 8 plywood signs - \$541.18 per sign. Administration is looking into how many signs there throughout the County and will provide that information to Council at the meeting.

#### Recommendation

---

Administration is recommending to update the signs, if there is room in the budget.

#### Additional Information

---

**Originated By :** pcoriere

# Appendix 1 for 9.2.: Quote



Edmonton Sales  
 9015 14 Street NW  
 Edmonton, AB T6P 0C9  
 Phone: 780-440-4114  
 Toll Free: 1-800-661-7346  
 Fax: 780-440-1326  
 e-mail: ats@atstraffic.ca

Calgary Sales  
 9800 Endeavor Dr. S.E.  
 Calgary, AB T3S 0A1  
 Phone: 403-248-3241  
 Toll Free: 1-800-242-8404  
 Fax: 403-248-3967  
 e-mail: cal@atstraffic.ca

website: www.atstraffic.ca

QUOTE	1120-50013913
Date	6/7/2018
Page	1/1
Printed By	dstephenson
Ordered By	CRYSTAL
Phone #	

**BILL TO:**

COUNTY OF ST. PAUL C/O RMA
2510 Sparrow Drive Nisku, AB T9E 8N5 Canada P: +1 780-955-3639 F: +1 780-921-3585

**SHIP TO:**

COUNTY OF ST. PAUL
5015 - 49 Avenue St Paul, AB T0A 3A4 Canada P: +1 780-645-3006

Purchase Order #	Customer ID	Salesperson ID	Shipping Method	Payment Terms
QUOTE	11000104	AB035	COLLECT	NET 30

ORD	SHP	UOM	Item #	Description	Price	Extended Price
1		EACH	14121481	PANELH75SQUHI00W244H244CM White H75SQUHI0024424 Squ H75 HI 244 244 White 4	\$541.18	\$541.18

*MAP SIGN AS PER ATTACHED c/w UV LAMINATE (COLOURS VARIOUS)*

Goods may be returned within 30 days of purchase with a Return Authorization number. Goods returned without authorization will be refused and returned at sender's expense. All items returned must be in original manufactures packaging, and be in new condition. Credit cannot be given for merchandise returned in damaged condition due to improper packaging. All items returned are subject to a 15% restocking charge. Returns of items made specially or ordered specifically do not fall within our return policy and cannot be returned.

Subtotal	\$541.18
Tax	\$27.06
Freight	\$0.00
Total	\$568.24







## Issue Summary Report

### 9.3. Request for Compensation for Flooding on E 1/2 19-61-9-W4

#20180518005

**Meeting :** June 12, 2018 Council Meeting

**Meeting Date :** 2018/06/12 09:00

**Meeting Type :** Council Meeting

#### Background

---

We have received a request from the owners of E 1/2 19-61-9-W4 for compensation for flooding on their property that resulted from the County blowing a beaver dam on the NE 18-61-99-W4. Keith Kornelson met with landowner and drove around to look at this field. The water had all dried up but it was easy to see how it could have caused him problems. Keith has now made arrangements to call him or one of his sons the next time we blow this dam so it should not cause problems again. The only times we cannot blow it would be when they are seeding and when they are harvesting the crop. The water from the dam blast flows through their quarters in about 1-2 days and then the land dries up. In this case had we waited 1 day it would have caused no issues. In other years we blasted this dam earlier so it never caused him any problems and we have never called before blowing the dam.

#### Alternatives

---

Deny the request

Provide gravel and culvert for the landowner as requested.

Provide compensation in the amount of \$765 as per the landowners calculations.

#### Recommendation

---

Administration is recommending to provide the owner of E 1/2 19-61-9-W4 with compensation in the amount of \$765 based on their breakdown of additional costs they incurred.

#### Additional Information

---

**Originated By :** pcorbiere

## Appendix 1 for 9.3.: Letter from Roger Leroux

Roger Leroux  
Box 1934  
St. Paul, AB T0A 3A0  
May 18, 2018

To the County of St. Paul,

Due to your action of opening up a beaver dam on Raymond Guilbault's land on May 14, 2018, my land north of it (E1/2 19 61 9 W4) ended up getting water flow through the property. We began seeding that property the morning of May 14 and were able to go from one end to the other. The following morning we arrived to see the water divide and this forced us to seed the piece in two sections.

The result of your action caused us increased costs, as you can see in the below breakdown:

Note: These costs do not factor in the loss of income based on the flooded acres that were unable to be seeded.

Extra outside rounds and overlap caused an additional 4.5 acres of seeding.

Fertilizer      \$85/acre = \$382.50

Canola seed    \$55/acre = \$247.50

Seeding rate   \$30/acre = \$135.00

Total extra cost              \$765.00

This additional cost of \$765.00 could have been prevented with appropriate communication.

In the future, when activities such as this occur at seeding or harvest time, I recommend, out of respect, that you communicate with the farmers that could be affected.

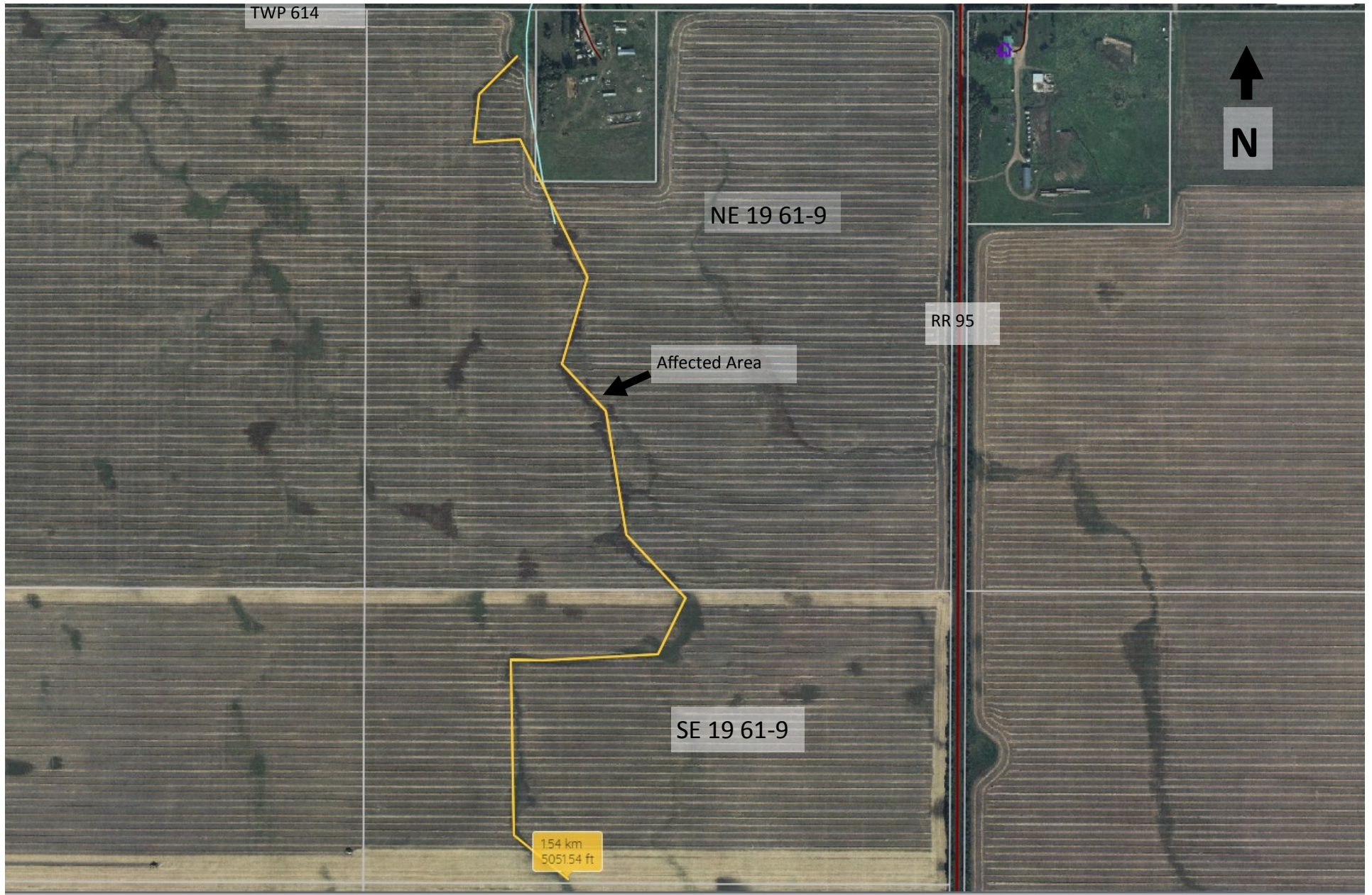
Would you be open to a discussion about compensation regarding this situation, perhaps in the form of gravel and culverts?

Sincerely,

Roger Leroux

## Appendix 2 for 9.3.: Map

The area affected is about 1600 m long and averages 12 m wide. This amounts to an area of about 5 acres of land that they could not seed. George Leroux mentioned that they insure their canola acres for \$465 per acre. He figured there was about 2 acres affected so that would get us close to the number they were asking for anyway. They had to seed around the water for all of NE 19 and half of SE 19.





## Issue Summary Report

### 9.4. Request to Cancel Property Taxes on Lot 6, Block 3, Plan 0021847

#20180605003

**Meeting** : June 12, 2018 Council Meeting

**Meeting Date** : 2018/06/12 09:00

**Meeting Type** : Council Meeting

#### Background

---

Aline Drive Water Service Ltd, owners of Lot 6, Block 3, Plan 0021847, is requesting that the 2018 municipal portion of the property taxes be cancelled on the lot that has their dugout and small shed with equipment to pump water to 3 lots in the subdivision. The property taxes are paid by the lot owners who are connected to the water service. Their current taxes are \$417.23, \$249.31 of which is the municipal portion.

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

Since 2011 Council has cancelled the municipal portion of the property taxes on this lot.

#### Alternatives

---

Deny the request to cancel the property taxes on Lot 6, Block 3, Plan 0021847.

Approve a tax cancellation in the amount of \$167.92 for Lot 6, Block 3, Plan 0021847, which is the municipal portion of the property taxes only.

#### Recommendation

---

Administration is recommending to cancel the municipal property taxes in the amount of \$167.92 for the 2018 taxation year on Lot 6, Block 3, Plan 0021847, as per section 347 of the M.G.A.

#### Additional Information

---

**Originated By** : pcorbiere

Appendix 1 for 9.4.: Request for refund on Municipal Portion of Property Taxes

Payment Inquiries:

For Account Inquiries please call 780-645-5529 or visit our office at 5015 40th

Assessment Inquiries:

ment Group

Ter

~~JUNE 02, 2017~~  
MAY 29, 2018

County of St Paul No. 19,  
Attn. County Councillors,  
Reeve; Councillor Div. # 4  
Attn. Ms. Maxine Fodness:

Re: Request Council Consideration.

Rebate of Municipal Tax Portion on 3.350 acre "Water Service" site only;  
The site (Pump House/with Dugout) services three (3) acreages known as  
The Bert Pratch Subdivion at 207 58512 SCNDRY 881

I, Ed Glossop, represent this noted group of three acreages, all adjacent to  
Aline Drive, all connected to a central water access source acre site known  
as;  
Lot Blk Plan Roll Number  
S.E 33. 58. 9. 4 6 3 0021847 9833117

We are collectively known as "Aline Drive Water Service", for legal land  
rights only. Our group is only a non profit registered company limited; of  
which each family holds a 1/3 interest. Associated to/Connected to each  
legal acreage property, respectively. Note: Each owner understands a sale of  
their acreage, also means the sale of their 1/3 interest in Lot #6 included.  
Since securing a legal connection of each acreage property to this water site  
in 2005, the additional tax of this location (i.e. Lot #6 to each acreage home  
site) has been a tax assessment increase from \$200-per year to approx  
\$1000- per year in only an ten (10) year period.

(\$206 in 2005, \$934 in 2010, \$942 in 2011, \$941 in 2012, \$860 in 2013  
\$979 in 2014, 1,013 in 2015, \$1,020+ in 2016, \$473 in 2017),

Therefore we respectfully request "A council consideration of municipal  
tax cancellation or reduction: as provided for: Under Sec 347 (1) of the  
Municipal Government Act. Since tax year 2011, the site tax was "Reduced  
to NR Alta School Foundation only. Please reconsider this application again  
for the taxation year ~~2017~~ 2018

Please contact myself for further required information, question or  
clarification of same. "Thank You Very Much" for your time and trouble, in  
regards to this urgent to us "Annual Matter"

Sincerely,  
Ed. Glossop,  
P.O #1567, St. Paul T0A3A0  
Ph. 780 645 5529



## Issue Summary Report

### 9.5. Request to Waive Property Tax Increase

#20180605005

**Meeting** : June 12, 2018 Council Meeting

**Meeting Date** : 2018/06/12 09:00

**Meeting Type** : Council Meeting

#### Background

---

The owners of Lot 3, Block 1, Plan 0221697 in SW 11-58-11-W4 are requesting that Council consider waiving their property tax increase which resulted from the renovations they did in 2016 to convert their attached garage into a suite for their handicapped son. They intend to convert the suite back to a full garage when their son no longer requires the suite.

In 2017 their assessment on their property increased by 77,340 due to the renovation, which equated to \$496.02 in property taxes. Council made a motion to cancel that property tax increase.

The owners are now requesting that Council do the same for their 2018 property taxes. Based on a percentage increase of their assessment, the 2018 property taxes for the renovation are \$514.92

- \$307.68 Municipal Tax
- 196.19 School Tax
- 11.05 MD Foundation

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

#### Alternatives

---

Deny the request to cancel the tax increase.

Cancel the total property taxes in the amount of \$514.92, as per section 347 of the MGA.

Cancel the municipal portion of the property taxes only - \$307.68, as per section 347 of the MGA.

#### Recommendation

---

Administration is recommending to cancel the municipal portion of the property taxes in the amount of \$307.68 as per section 347 of the MGA.

#### Additional Information

---

**Originated By** : pcorbiere

Eric & Glenda McFatridge  
County of ST. Paul  
P. O. Box 386  
Alberta T0A 3A0

Land Description SW 11-58-11-W4  
Linc No. 0029273463

Jan 15 2018

May 09 2018

County of ST. Paul  
Council

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

Last year we were granted the Deferral of Property tax to which we are grateful and thank council once again for this.

The conversion of our garage to an ensuite is a result of us trying outside service which ended in undesirable results. We thought that this would allow our son a supervised independent life – in hopes that one day he may gain full independence.

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

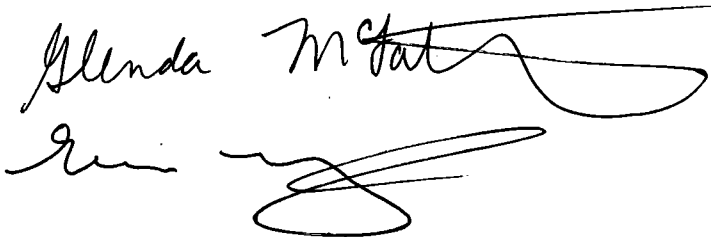
We have had no government funding on behalf of our son in this endeavor and no help from outside sources – as a result we may be forced to remortgage due to the cost of converting the garage to provide a safe and independent living arrangement for him.

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

We are asking once again for forgiveness of this portion of our property tax.

Thank you for your consideration.

Sincerely,  
Eric and Glenda McFatridge

The image shows two handwritten signatures. The top signature is for Glenda McFatridge, written in a cursive style. The bottom signature is for Eric McFatridge, also in cursive. Both signatures are written in black ink on a white background.





## Issue Summary Report

### 9.6. Request for Adjustment on Property Taxes

#20180605006

**Meeting** : June 12, 2018 Council Meeting

**Meeting Date** : 2018/06/12 09:00

**Meeting Type** : Council Meeting

#### Background

---

The owners of NE 7-56-7-W4 have a gravel pit on the property. In the summer of 2015, they heard that Range Road 75, Richland Road, would be closed for the winter while the gravel under the road was being mined and that it would be reopened and built in the spring of 2016. In 2016, 2017 and the spring of 2018 they hauled very little product from the gravel pit as Range Road 75 and Township Road 564 would not withstand any hauling. However, for those years they were charged the non-residential tax rate for their gravel pit. They are requesting a tax adjustment for 2016, 2017 and 2018.

The municipal portion of the non-residential taxes on this property are as follows:

- 2016 - \$1,071.90
- 2017 - \$1,127.36
- 2018 - \$1,069.78

#### Alternatives

---

Deny the request for a tax adjustment.

Approve a refund of the municipal portion of the non-residential taxes for 2016 and 2017 - \$2199.26 and cancel for 2018 - \$1,069.78, as per section 347(1)(b) of the MGA.

Approve a tax cancellation for the municipal portion of the non-residential tax for 2018 only - \$1,069.78, as per section 347(1)(a) of the MGA.

#### Recommendation

---

Administration is recommending to deny the request for a tax cancellation for the municipal portion of the non-residential property taxes.

#### Additional Information

---

**Originated By** : pcorbiere

May 30/18

To Whom It May Concern:

The summer of 2015, we heard that R.R. 75 would be closed for the winter while the gravel under the road was mined and the road would be reopened and built in the spring of 2016 but that did not happen. For 2016, 2017 and now the spring of 2018, we have hauled barely any product from our gravel pit on NE 7-56-7-W4 because RR 75 and Twp. 564 would not withstand any hauling. So in the aforementioned years, we were still being charged commercial tax for the pit we could not haul product from. We feel a commercial tax adjustment for those years should be in order. If you have any questions please feel free to contact us at 780-614-7111 or 780-724-4178.

Thank you in advance for your attention to this matter.

Sincerely

Remi - Coral Tremblay



## Issue Summary Report

### 9.7. Request for Concession on Water Bill

#20180605008

**Meeting :** June 12, 2018 Council Meeting

**Meeting Date :** 2018/06/12 09:00

**Meeting Type :** Council Meeting

#### Background

---

The owner of Lot 2A, Block 2, Plan 1023654 is requesting a concession on his water bill for the period of March 1 - 31, 2018. The high consumption was caused by a leaking faucet which was the result of the water line freezing. The leaking went unnoticed as they were away on vacation between March 24 to April 7th.

Consumption for the month of March was 267 cubic metres, which is 245 cubic metres more than their average monthly consumption.

Consumption for the month of April was 41 cubic metres.

Their average monthly consumption is 22 cubic metres.

Cost per cubic metre - \$5.03

#### Alternatives

---

Deny the request for a concession on their water bill.

Cancel the charge for the 245 additional cubic metres (\$1,232.35), reducing their bill to their average consumption of 22 cubic metres.

Cancel the charge for 1/2 of the additional cubic metres - reducing their bill by \$616.17.

#### Recommendation

---

Administration is recommending to cancel the charge for 1/2 of the additional cubic metres charged to Utility Account 30127.10 for the month of April, 2018 due to a water line freezing, thereby reducing the bill by \$616.17.

#### Additional Information

---

**Originated By :** pcorbiere

## Appendix 1 for 9.7.: Request for Concession on Water Bill

Mohammed & Rashida Yamani  
Box 249,  
Vilna, AB, T0A 3L0  
May 10, 2018

Council Members  
County of St Paul  
5015 -49 Ave  
St Paul, AB, T0A 3A4

**RE: Invoice # 89394, Utility Acct #30137.10 for Service Address, Lot 2A, Blk 2, 1023654, Ashmont, AB.**

We would like to request a concession on the amount for my water bill for period March 1<sup>st</sup> – March 31<sup>st</sup> 2018, Invoice #89394 (Copy Attached).

The total amount on the invoice is \$1403.01 due to an abnormally high consumption for this period. The high consumption was caused by a leaking faucet as a result of the water line freezing (show in photo below). This went unnoticed as we were on vacation between March 24<sup>th</sup> and April 7<sup>th</sup>. Any help regarding this matter is greatly appreciated. If you have any questions / concerns I can be reached via email ([mo3780@hotmail.com](mailto:mo3780@hotmail.com)) or telephone (780-263-7860).



Sincerely,

Mohammed & Rashida Yamani  
(Homeowners)

Appendix 1 for 9.7.: Request for Concession on Water Bill

# Utility Invoice



For account enquiries please call:  
 (780) 645-3301  
 or visit our office at:  
 5015 - 49 Avenue  
 St. Paul, AB T0A 3A4

----- Please retain this portion for your records -----

Service Address: LOT 2A, BLK 2, 1023654		Utility Account #: 30137.10	Owner #: 13733
		Invoice #: 89394	

Account Holder: YAMANI, MOHAMMED & RASHIDA

**Messages:**

PLEASE NOTE THAT THE NEW UTILITY  
 BYLAW IS ON OUR WEBSITE.  
 www.county.stpaul.ab.ca  
 LOCATED AT "GOVERNANCE" "BYLAWS"  
 UTILITY BYLAW 2018-01

Bill Date: Apr 12/18

**Amount Due this Invoice:** 1,566.05

Due Date: May 08/18

After Due Date Amount: 1,589.54

Billing Period		# of Days:	Meter Reading		Read Code	Multiplier	Consumption	Consumption Type
From:	To:		Previous:	Current:				
Mar 01/18	Mar 31/18	31	1618.0	1885.0	A	1	267.00	Metric

**Previous Balance:**

Penalties: Apr 12/18 2.41  
 Adjustments: .00  
 Payments: .00

160.63

PAST DUE

**Balance Forward:**

163.04

**Current Charge Details:**

WATF WATER FLAT RATE 60.00  
 WATC WATER COST 598.08  
 DIST WATER DISTRIBUTION 744.93

Mar. 24-31

**Total Current Charges:**

1,403.01

**Total Amount Due:**

1,566.05

----- Please return this portion with your payment -----

Owner #: 13733	Utility Account #: 30137.10	After Due Date Pay: \$ 1,589.54	Due Date: May 08/18	Amount Due \$ 1,566.05
-------------------	--------------------------------	------------------------------------	------------------------	---------------------------

Service Address: LOT 2A, BLK 2, 1023654



Please make cheques payable to:  
 County of St. Paul

YAMANI, MOHAMMED & RASHIDA  
 BOX 249  
 VILNA AB T0A 3L0

<b>Amount Paid</b>
\$



## Issue Summary Report

### 9.8. FCM Special Advocacy Fund

#20180605002

**Meeting :** June 12, 2018 Council Meeting

**Meeting Date :** 2018/06/12 09:00

**Meeting Type :** Council Meeting

#### Background

---

The FCM Board of Directors is taking steps to propel local governments to new heights through Federal Election 2019 and the crucial months following. They have approved a 2-year Special Advocacy fund. The fund is supported by FCM members, using a free structure similar to how membership fees are determined.

The Special Advocacy Fund will drive FCM's largest and most ambitious campaign every, reaching out to every federal party. It means an intensive, multi-faceted strategy that integrates polling platform development, sustained outreach, and an innovative communications and media plan. It also means an extended campaign that keeps municipal priorities front-and-centre heading into Election 2019, as well as in the crucial first months of a new government. The Special Advocacy Fund is voluntary and not tied to FCM membership.

More information is available at <https://fcm.ca/home/membership/fcm-special-advocacy-fund.htm>. Reeve Upham will speak to this agenda item.

#### Alternatives

---

Approve the two-year contribution for the Special Advocacy Fund in the amount of \$800.

Deny the contribution for the Special Advocacy Fund.

#### Recommendation

---

Administration is recommending to approve a two-year contribution for the FCM Special Advocacy Fund in the amount of \$800.

#### Additional Information

---

**Originated By :** pcorbiere

# Seizing Our Moment, Securing Our Future

## FCM's Special Advocacy Fund



## Dear Members

Your FCM Board of Directors is taking steps to propel local governments to new heights through Federal Election 2019, and the crucial months following. This needs to be our biggest effort ever. That's why, in March, your Board approved a Special Advocacy Fund to help make that happen.

As you know, FCM has a long track-record of delivering gains for municipalities, like the permanent Gas Tax Fund. Starting with Election 2015, we've shaped game-changing investments in local priorities like never before, and we've achieved new levels of influence for local governments. Now more than ever, all federal parties understand that local solutions tackle national challenges.

Our Election 2015 breakthrough has created new opportunities, and new expectations. To seize this moment — and to build on our historic gains — we need the right tools. We can't risk seeing federal parties move on from local priorities. Election 2019 is our vital opportunity to make municipal progress "the new normal," and to keep our priorities front-and-centre for years to come.

Enclosed you'll find more information about the Special Advocacy Fund, as well as your municipality's voluntary invoice. As the order of government closest to daily life, Canadians count on us to build more vibrant and livable communities. This is our moment. With your support, we can continue to deliver.

A handwritten signature in black ink that reads "J Gerbasi". The signature is fluid and cursive.

**JENNY GERBASI**  
FCM President

# FCM delivers for municipalities

## Now we need to take the next step

Starting with our Election 2015 breakthrough, FCM's hard work and influence has significantly shaped historic gains for local governments, including:

- ▶ The **Investing in Canada infrastructure plan** — a 12-year, \$180 billion federal investment in local infrastructure, from public transit to wastewater system upgrades.
- ▶ Canada's first-ever **national housing strategy**, including key commitments to repair and build affordable housing across the country.
- ▶ A strengthened **seat at the table**, including through unprecedented engagement with federal, provincial and territorial ministers, as well as with opposition leaders and the Prime Minister.
- ▶ A **predictable federal allocation model** for transit expansions that puts municipalities in the driver's seat.
- ▶ A \$2 billion **rural and northern infrastructure fund** — the biggest investment of its kind in a generation.
- ▶ Better access to **high-speed broadband** through the federal Connect to Innovate program and the CRTC decision to mandate universal broadband access.
- ▶ New **capacity-building programs** on asset management and climate change — led by FCM — as well as a new \$125 million capital investment in FCM's Green Municipal Fund.

### ▶ What is the **Special Advocacy Fund**?

The last federal election was a turning point that propelled municipal priorities onto the national agenda like never before. The next election is a vital opportunity to build on those gains. To ensure we have the right tools to seize this moment, FCM's Board of Directors has approved a 2-year Special Advocacy Fund. This fund is supported by FCM members using a fee structure similar to how membership fees are determined.

### ▶ What will the fund be used for?

The Special Advocacy Fund will drive FCM's largest and most ambitious campaign ever, reaching out to every federal party. It means an intensive, multi-faceted strategy that integrates polling, detailed platform development, sustained outreach, and an innovative communications and media plan. It means an extended campaign that keeps municipal priorities front-and-centre heading into Election 2015 as well as in the crucial first months of a new government.

### ▶ Is the fund **mandatory**?

The Special Advocacy Fund is voluntary, and not tied to FCM membership. However, it's a vital opportunity for municipalities to take our historic progress to new heights and to continue to deliver for Canadians the same way we always have — together.



## Appendix 1 for 9.8 : FCM Special Advocacy Fund



“Our choice in the next federal election is simple: either we continue to move forward as local governments, or we fall back. If we get this right, we’ll see federal parties competing to support municipal priorities. We’ll see a federal government that understands why full partnership with municipalities is the only way forward. Election 2019 is our opportunity to make that happen. We can’t leave anything to chance.”

**Don Iveson**

*Mayor, Edmonton, AB*



“FCM has proven that it can deliver for communities of all sizes. We saw this in the last election, when our work put local issues on the federal map. We’ve seen it since then through the unprecedented federal investments that FCM has helped secure. Now we need to take this advocacy to the next level, to build our local priorities into the heart of the next government’s mandate.”

**Ray Orb**

*Reeve, Rural Municipality of Cupar No. 218, SK*

To learn more about  
FCM’s Special Advocacy Fund, visit  
**[fcm.ca/advocacyfund](http://fcm.ca/advocacyfund)**





Appendix 1 for 9.8.: FCM Special Advocacy Fund

FEDERATION OF CANADIAN MUNICIPALITIES / FÉDÉRATION CANADIENNE DES MUNICIPALITÉS

24, rue Clarence Street  
Ottawa, Ontario K1N 5P3  
T. 613-241-5221  
F. 613-241-7440

# Special Advocacy Fund

RECEIVED MAY 18 2018

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

INVOICE/FACTURE: ORD-17904-B8Q5K4

DATE: 05/04/2018

ACCOUNT/COMPTE: 141

HST # / No. de TVH: 11891 3938 RT0001  
QST # / No. de TVQ: 1202728231 TQ 0001

ITEM/DESCRIPTION	RATE/TAUX	TAX/TAXE	TOTAL
Contribution year 1 // année 1	\$400.00	\$20.00	\$420.00
Contribution year 2 // année 2	\$400.00	\$20.00	\$420.00
<b>SUBTOTAL/SOUS-TOTAL:</b>			\$800.00
<b>GST/TPS:</b>			\$40.00
<b>TOTAL:</b>			\$840.00

**Learn all about FCM's Special Advocacy Fund and your voluntary contribution:**

<http://fcm.ca/advocacyfund>

**PAYMENT / PAIEMENT**

By cheque payable to / Par chèque à l'ordre de

Federation of Canadian Municipalities

Fédération canadienne des municipalités

**By Electronic Funds Transfer/**

Par transfert de fonds électronique

Royal Bank of Canada (RBC)

90 Sparks St, Ottawa, ON K1P 5T7

Transit Number/Numéro de transit: 00006

Account Number/Numéro de compte: 1006063

accountsreceivable@fcm.ca

Choose your preferred payment option below / Veuillez choisir votre option de paiement:

Acct# 141

Payment Amount / Montant Payé

Option 1 - Full payment / Paiement complet

OR / OU

Option 2 - Partial payment / paiement partiel

Due immediately - Year 1 - contribution /  
Échéance immédiate - contribution - année 1



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

## Issue Summary Report

### 9.9. Portage College Request for Financial Support

#20180514003

**Meeting :** June 12, 2018 Council Meeting

**Meeting Date :** 2018/06/12 09:00

**Meeting Type :** Council Meeting

#### Background

---

Further to the meeting with Portage College, we have received a request to sponsor the Food Preneur event which is part of their 50th Anniversary Celebration. It will kick-off with a community dinner and dance on Friday November 2nd followed by an interactive conference on the 3rd. They expect the cost of the event will be \$10,000 and are requesting if the County would co-sponsor the event with the Town of St. Paul.

#### Recommendation

---

Administration is recommending to provide \$5,000 for the Food Preneur Event, as part of Portage College's 50th Anniversary celebration, to be held on November 2 and 3.

#### Additional Information

---

**Originated By :** pcorbiere

## Appendix 1 for 9.9.: Letter - Portage College



Rick Flumian, Manager  
Community Relations  
Portage College  
Box 417  
Lac La Biche, AB T0A 2C0

May 16, 2018

Reeve Steve Upham  
County of St. Paul No. 19  
5015-49 Ave  
St. Paul, AB T0A 3A4

Dear Reeve Upham,

I am writing to you in response to your recent meeting with Nancy Broadbent at our Community Engagement Meetings that took place on May 9<sup>th</sup>. You indicated that the County of St. Paul may be interested in partnering with Portage College in the form of sponsoring the Food Preneur event that will take place at our St. Paul Campus. We understand that the proposed date may have been unsuitable for the Town, we are looking at some new dates now and was wondering if November ~~9<sup>th</sup> and 10<sup>th</sup>~~ <sup>2<sup>nd</sup> + 3<sup>rd</sup></sup> would work for you.

As you are aware Portage College is celebrating its 50<sup>th</sup> Anniversary through a series of events that will span the entire year. The Food Preneur will kick-off with a community dinner and dance on a Friday evening followed by an interactive conference on Saturday. The conference will be focused on small food entrepreneurs such as; caterers, farmers market vendors, non-franchised restaurants or those interested in food related business.

For a \$5000 sponsorship the County of St. Paul will receive the following:

- Recognized as the presenting sponsor at the Food Preneur event with The County of St. Paul
- Thank you certificate of sponsorship to hang in your office.
- Logo featured in a thank you ad in local community newspapers at the end of the year.
- Recognition on a plaque commemorating our 50<sup>th</sup> Anniversary that will hang in each of our main campuses.
- Recognized on materials printed for the event.

Thank you for your time and consideration.

Sincerely,

A handwritten signature in cursive script that reads "Rick Flumian".

Rick Flumian  
Community Relations  
Portage College



## Issue Summary Report

### 9.10. Request from St. Paul BMX & Skatepark Society

#20180605010

**Meeting :** June 12, 2018 Council Meeting

**Meeting Date :** 2018/06/12 09:00

**Meeting Type :** Council Meeting

#### Background

---

The St. Paul BMX & Skatepark Society has started to embark on their design stage and requires information on their location in order to properly start the design. They have hired a consulting firm to perform the geological assessment of their property. They also require a site survey and are requesting an in-kind donation from the County for survey services. Further emails following their original request indicate that the work can be done in one day.

The County surveyor had indicated that he can do the work, however it will be overtime (approx \$450).

In July, 2016 Council approved a \$30,000 grant for this group, providing they went ahead with the project. We have allocated \$30,000 in the budget.

#### Alternatives

---

Deny the request for survey services.

Do the survey work at a cost of \$450 to the Skatepark Society.

Do the survey work at no charge.

#### Recommendation

---

Administration is recommending to do the survey work for the St. Paul BMX & Skatepark Society, at no cost to the Skatepark Society.

#### Additional Information

---

**Originated By :** pcorbiere

May 12, 2018

Attention County Council

As you may be aware the St. Paul BMX & Skatepark society has started to embark on the design stage for the St. Paul BMX & Skatepark Initiative. We are in the first stages of design and require some information on the location in order to properly start the design.

Per the requirements of our design group, Newline Skateparks we are looking to perform the geological assessment and the site survey.

The Skate Park Society has taken on the geo assessment through a consulting firm out of Calgary.

What we are writing to inquire about is whether we can obtain donation of Gift in Kind from the County to provide Survey services for the location.

We anticipate that this would be one full day possibly less to complete the required physical survey followed by another day to complete the data compilation. If this could be provided we would issue a tax receipt for the services rendered as a gift in kind donation.

We have attached the base data requirements that details out the scope of work for the survey.

The timeline we would like to complete this is within two weeks of writing.

If this is something the county would be willing to provide, it would be yet another great contribution from our council.

Thanks in advance

Daniel Reid



St. Paul BMX & Skatepark Initiative



# FM-040A BASE DATA REQUIREMENT INFORMATION PROJECTS - CANADIAN

To properly begin our design program we will require all available base data for the project site. Please provide the following items as well as any other pertinent context information.

**1. Site Survey      0.25M (or less) Contour Intervals      ACAD 2012 (or earlier) or DXF**

- SIB, property boundary, legal description
- Labeled geodetic spot elevations, contour lines and benchmark reference
- Built structures (buildings, pathways etc.)
- Drainage structures with rim and invert elevations and direction of drainage flow on existing lines
- All above ground and sub-surface utilities and ROW
- Irrigation and/or electrical
- Existing vegetation
- Skatepark development area/limit of construction (where applicable)
- Best construction site access options (where applicable)

• Survey must include contour lines, building outlines, utility lines, etc. and not just literal surveyed points. Survey should include a scale. Please name all layers in a clear format with no abbreviations so that they can be easily identified. Please remove any irrelevant information and flatten drawing.

**2. Geotechnical      Test Pits or Drilled Holes      Digital or Hardcopy**

- Depth to water table/depth to bedrock
- Prediction of seasonal fluctuation
- Characterization of subsoil
- Recommendations for concrete slab construction, including a cross section detail of recommended base materials and their depths
- Suitability for on-site infiltration drainage from concrete sheet flow

**3. Site Master Plan      Most Recent and Scaled      ACAD or DXF (if available)  
Jpeg or tiff (if not)**

**4. Aerial Photos      Ariel Photo w/Context      Jpeg or tiff**

**5. Site Photos      Views from Multiple Angles      Jpeg or tiff**

**6. Key Project Personnel Contact Information (Word or email text)**





## Issue Summary Report

### 9.11. Road Signage Related to the Pengrowth Operated Facility

#20180608002

**Meeting** : June 12, 2018 Council Meeting

**Meeting Date** : 2018/06/12 09:00

**Meeting Type** : Council Meeting

#### Background

---

Pengrowth is requesting approval to covert their temporary signage to large, permanent signage as outlined below:

- Pengrowth 16 km - Northbound immediately after turning from Highway 646 onto Range Road 50
- Pengrowth (left) - Eastbound on Moose Hills Road at the junction with Range Road 50
- Pengrowth 6 km - Northbound on Range Road 50, after the Moose Hills Road junction
- Pengrowth (right and left) - Eastbound and Westbound at the junction of 646 and Range Road 50
- Pengrowth 6 km - heading South on Range Road 50, after highway 656 junction \* **Not in the County of St. Paul**
- Pengrowth Lindberg SAGD Central Processing Facility - Northbound and Southbound on Range Road 50 at the entrance to their CPF.

#### Recommendation

---

Administration is recommending to approve the installation of the signs within the County of St. Paul and that Pengrowth will pay for the signs and the County will order and install them.

#### Additional Information

---

**Originated By** : pcorbiere





PENGROWTH ENERGY CORPORATION  
2100, 222 Third Avenue S.W., Calgary, Alberta T2P 0B4  
Tel 403-233-0224 • Fax 403-265-6251 • Toll Free 1-800-223-4122 • website: www.pengrowth.com

June 6, 2018

VIA EMAIL & MAIL

**County of St. Paul No. 19**  
**5015 49<sup>th</sup> Avenue**  
**St. Paul, AB**  
**T0A 3A4**

**ATT: Sheila Kitz**  
**Chief Administration Officer**

**RE: Road Signage Related to the Pengrowth Operated Facility**  
**Lindbergh area, AB**  
**13-058-05W4M**

---

Further to ongoing discussions between our Chief Operating Officer, Randy Steele, and Mark Chileen of your office, Pengrowth Energy Corporation ("Pengrowth") hereby submits the following for your consideration.

Having an established position in the County of St. Paul for over seven years, Pengrowth continues to endeavor to build on our community presence. Whether through our current initiative to have Pengrowth employees relocate to the St. Paul area, our desire to hire local talent, or our ongoing commitment to Moose Hills road and the Murphy road improvements – estimated to total nearly \$3 million dollars by year end 2018 – our wish is to establish a greater presence in the area.

As such, we respectfully request your approval to convert our temporary signage to large, highly visible, permanent signage as outlined below and on the attached map:

1. "Pengrowth 16 km" Northbound, immediately after turning from highway 646 onto Range Road 50;
2. "Pengrowth (left)" Eastbound, on Moose Hills road at the junction with Range Road 50;
3. "Pengrowth 6 km" Northbound on Range Road 50, after the Moose Hills road junction;
4. "Pengrowth (right & left)" Eastbound and Westbound at the junction of 646 and Range Road 50;

## Appendix 1 for 9.11.: Pengrowth Road Signage

5. "Pengrowth 6 km" heading South on Range Road 50, after the highway 656 junction.
6. "Pengrowth Lindberg SAGD Central Processing Facility" Northbound and Southbound on Range Road 50 at the entrance to our CPF.

Should council find the above acceptable, could you please advise the appropriate bylaws and steps to move forward with design, costing, and installation.

Should you have any questions with respect to our request, please do not hesitate to contact Neil Young at 780-792-1776 ( [neil.young@pengrowth.com](mailto:neil.young@pengrowth.com) ).

Yours truly,

**PENGROWTH ENERGY CORPORATION**



**David Balderston,**

Manager, Land & JV

Attn/

CC/

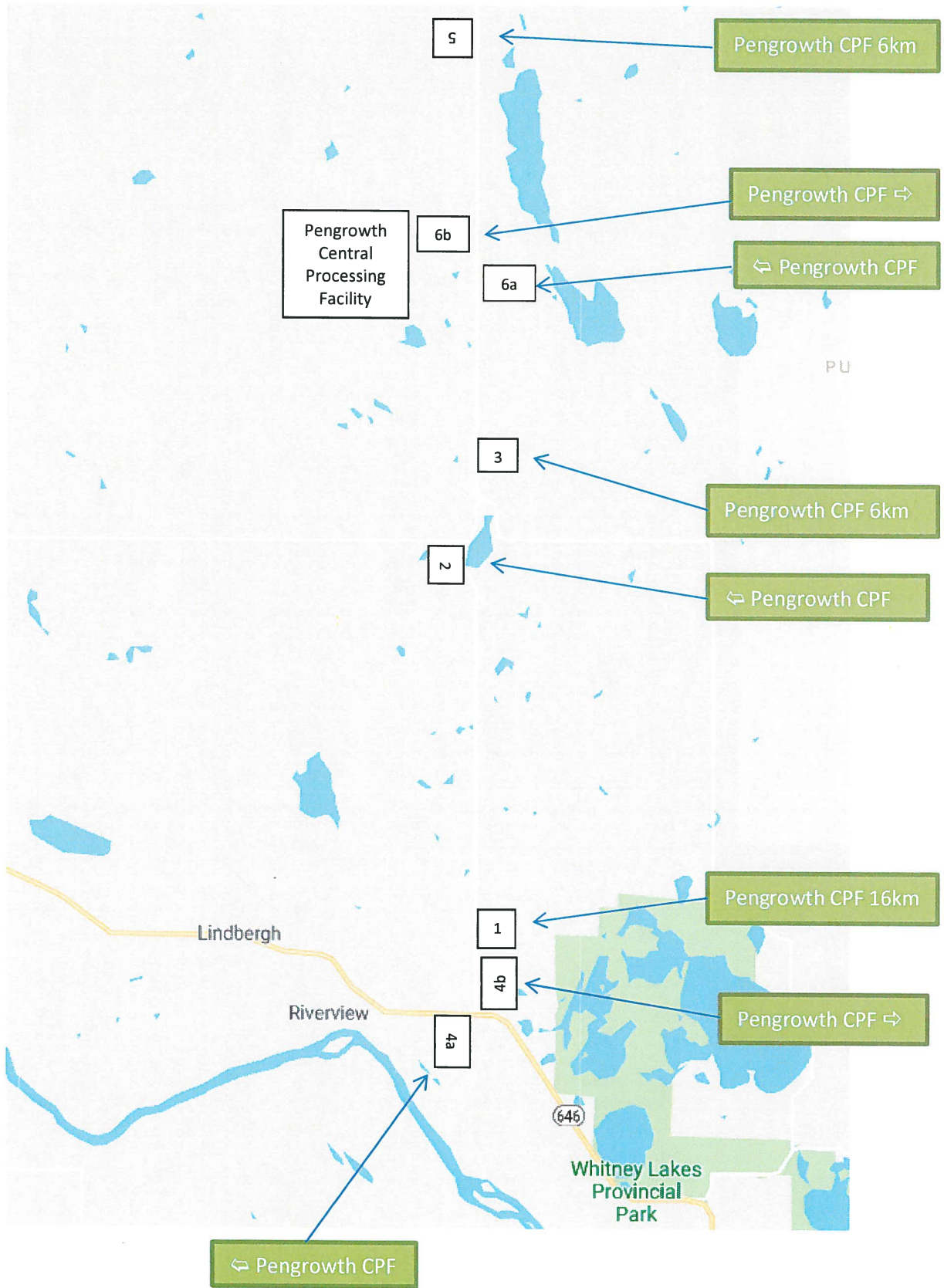
Mark Chileen – County of St. Paul

Randy Steel – Pengrowth Energy Corporation

Neil Young – Pengrowth Energy Corporation

Appendix 1 for 9.11: Pengrowth Road Signage

MAP ATTACHED TO LETTER FROM PENGROWTH ENERGY CORPORATION  
TO THE COUNTY OF ST. PAUL DATED JUNE 6, 2018





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

## Issue Summary Report

### 9.12. Lac Bellevue & District Ag Society

#20180607001

**Meeting :** June 12, 2018 Council Meeting

**Meeting Date :** 2018/06/12 09:00

**Meeting Type :** Council Meeting

#### Background

---

The Lac Bellevue Ag Society is holding the Second Annual Antique Car, Truck and Tractor show on July 14th. They are requesting if the County would widen their approach, by approximately 12 feet on one side, to make it easier for units to turn onto their grounds. Public Works is estimating that it would cost \$500 to construct the approach.

#### Recommendation

---

Administration is recommending that the County build the approach for the Lac Bellevue Ag Society at no cost to the Ag Society.

#### Additional Information

---

**Originated By :** mchileen

Lac Bellevue and District Recreation and Agricultural Society

Po Box 1298

St. Paul, AB T0A 3A0

---

June 5, 2018

To Whom it May Concern,

Lac Bellevue Agricultural Society will be holding our Second Annual Antique Car, Truck & Tractor Show on July 14. We are expecting a good turn out this year, along with some larger farming equipment coming for the show.

The turnoff to access our grounds is getting visibly worn. It is also harder for larger units to turn into. We were wondering if the County of St. Paul would be willing to widen our approach. We were hoping for possibly a 12 foot extension on one side? This would help us tremendously in having a successful show.

Thank you for your consideration and support.

Should you have any questions or concerns, please feel free to contact Terry Gadowski at 780-614-7448.

Sincerely,

The Board of Lac Bellevue and District Recreation and Agricultural Society



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

## Issue Summary Report

### 9.13. Letter of Support - MD Foundation

#20180605011

**Meeting** : June 12, 2018 Council Meeting

**Meeting Date** : 2018/06/12 09:00

**Meeting Type** : Council Meeting

#### Background

---

The MD of St. Paul Foundation is requesting a letter of support from the County to have the decision by Alberta Health Services to discontinue mobile blood collection services at Sunnyside Manor reversed to include all residents. Effective May 1, residents need to qualify for the service based on the eligibility criteria and will require their physician to fill out a mobile collection form which will then be submitted for review. The attached letter outlines eligibility criteria for residents.

Sunnyside houses 120 residents with the average age of 85 and only 26 residents have a vehicle. The remainder of the residents depend on the handi-bus, taxi service or family to take them to the hospital for the semi-monthly or weekly blood collection. AHS Laboratory Services were coming once a week to Sunnyside Manor for blood collection. Discontinuing mobile blood collection at Sunnyside Manor puts undue hardship on the residents, shows disregard for their well being and shows failure to acknowledge how this affects residents.

#### Recommendation

---

Administration is recommending to provide the MD of St. Paul Foundation with a letter of support to have the decision by AHS to discontinue mobile blood collection services at Sunnyside Manor reversed to include all residents.

#### Additional Information

---

**Originated By** : pcorbiere

M.D. of St. Paul Foundation  
4440 - 50 Avenue  
St. Paul, Alberta. T0A 3A2

Tel: 780-645-5366, Fax: 780-645-5733, E-mail [info@stpaulfoundation.ca](mailto:info@stpaulfoundation.ca)

---

May 29, 2018

County of St Paul  
5015- 49 Ave  
St. Paul, Alberta  
T0A 3A4

Attention Sheila Kitz

Reeve and Council:

The MD of St Paul Foundation is requesting a Letter of Support from our Municipal members to have the decision by Alberta Health Services (AHS) to discontinue mobile blood collection services at Sunnyside Manor reversed to include all residents. Effective May 1, 2018 the residents will need to qualify for the service using the eligibility criteria outlined in this letter. The residents will require their physician to fill out a mobile collection form and it will be submitted for review.

Eligibility criteria is as follows:

- Patient must have had a recent hospitalization and/or surgery that temporarily restricts their travel outside the home.
- Patient has an ongoing medical restriction and is unable to attend appointments or other activities outside the home.
- Patient resides in a secured or safe living environment (e.g. Dementia Unit).

A patient is not eligible for a laboratory mobile collection if:

- The patient is a resident in a supportive or assisted living facility and participates in group activities (for example: shopping and social outings).
- The patient's mobility has improved such that the patient is able to participate in activities such as shopping or banking excursions or going for long walks.
- Patient arranges for transportation activities such as shopping, banking, hair appointments.
- Patient is able to drive a motor vehicle or can arrange a ride.

AHS Laboratory Services were coming once a week to Sunnyside Manor for the purpose of blood collection. Sunnyside Manor is a unique rural lodge, housing 120 residents, the average age of these residents is 85. Of the 120 residents at the lodge 26 have a vehicle. The remainder must depend on the town handi-bus, the taxi service or family if they are available to take them to the hospital to have their semi-monthly or weekly blood collection completed.

## Appendix 1 for 9.13.: MD Foundation - Mobile Blood Collection Services

The above scenario from AHS possess many issues for our residents:

- The St Therese Health Center Outpatient Laboratory is almost two blocks from Sunnyside Manor, walking for our residents is not any option.
- Exposing the residents whom are already susceptible to infectious virus, has been increased immensely.
- Transportation to and from the Outpatient Laboratory is an issue.
- The majority of the residents at Sunnyside Manor are low income seniors, adding an extra financial burden by adding increased transportation costs.
- Depending on the wait times at the Outpatient Laboratory they many miss their scheduled meals.
- When the facility is deemed by the Medical Officer of Health, to be in an outbreak, residents are not to leave the lodge, residents will miss their routine blood collection.

The objective of the AHS ministry is to ensure that Albertan's receive the right health care services, at the right time, **in the right place**, provided by the right health care providers and teams.

Therefore, with all of the above points noted, discontinuing the mobile blood collection at Sunnyside Manor puts undue hardship on the residents, shows disregard for their wellbeing and shows a failure to acknowledge how this will dramatically affect the residents going forward.

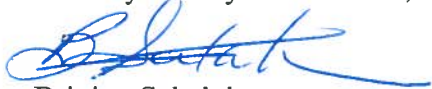
Letters of Support may be submitted to:

Mr. Dave Hanson MLA for Lac La Biche- St Paul- Two Hills:

[laclabiche.stpaul.twohills@assembly.ab.ca](mailto:laclabiche.stpaul.twohills@assembly.ab.ca)

Wendy Corbiere Director Laboratory Services, North Zone: [wendy.corbiere@ahs.ca](mailto:wendy.corbiere@ahs.ca)

Thank you for your attention, consideration and time.



Brigitte Sakaluk

C.A.O.

MD of St Paul Foundation





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

## Issue Summary Report

### 9.14. Letter of Support - Ashmont Seniors

#20180608001

**Meeting** : June 12, 2018 Council Meeting

**Meeting Date** : 2018/06/12 09:00

**Meeting Type** : Council Meeting

#### Background

---

FCSS will be applying for a grant under the New Horizons for Seniors Program for the Ashmont Seniors to replace the roof on their building. They are requesting a letter of support to accompany their grant application.

#### Recommendation

---

Administration is recommending to provide the Ashmont Seniors with a letter of support to accompany their grant application under the New Horizons Program for funding to replace their roof.

#### Additional Information

---

**Originated By** : pcorbiere



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

## Issue Summary Report

### 9.15. FCSS Board Member Appointment

#20180605007

**Meeting :** June 12, 2018 Council Meeting

**Meeting Date :** 2018/06/12 09:00

**Meeting Type :** Council Meeting

#### Background

---

At the April 10 Meeting, Council made a motion to appoint Jessica Murray to FCSS Board on a temporary basis.

#### Recommendation

---

We are now looking for a motion to appoint Jessica Murray to the FCSS Board for the remainder of the four-year term.

#### Additional Information

---

**Originated By :** pcorbiere



## Issue Summary Report

### 9.16. Funding Request - Elk Point Pickle Ball Club

#20180605004

**Meeting :** June 12, 2018 Council Meeting

**Meeting Date :** 2018/06/12 09:00

**Meeting Type :** Council Meeting

#### Background

---

The Elk Point Pickle Ball Club received a \$20,000 Co-op grant for a pickle ball court. Tomko Sports will be installing the pickleball courts from June 11 to July 30 weather permitting, at a cost is \$25,897.20. The Elk Point Pickle Ball Club will also have additional expenses for Garbage/Recycle containers, picnic seating benches and a storage shed with locks for their equipment.

They have received \$2,600 in donations from local clubs and a hotel in the Town of Elk Point will provide 50% off accommodations for the contractors. They are now requesting a donation to help fund the shortfall for this project which they expect to be \$5,547.50.

They have also requested funding from the Town of Elk Point under their Community Enhancement grant funding program for 2018 but are still waiting to hear if they are successful.

#### Alternatives

---

Deny the request for funding.

Provide a grant for half of their shortfall - \$2773.75

Provide a grant to cover the shortfall - \$5547.50.

#### Recommendation

---

Administration is recommending to fund the shortfall for the Elk Point Pickle Ball Club in the amount of \$5,547.50

#### Additional Information

---

**Originated By :** pcorbiere

RECEIVED MAY 11 2018



County of St. Paul Council  
c/o Sheila Kitz

May 8 2018

I would like to take this time to introduce our club to you. We are a grassroots club in Elk Point and have a solid member base of people ages 24-70 who come out and play pickleball. We are always looking for more players and a way to bring the community of Elk Point and surrounding area together for fun and a healthy activity. Currently we are adult only and we are looking to get our seniors more involved as we progress forward and encourage this sport within our community. Our club membership is approximately 30% County residents.

We currently run the club during the winter, indoors at the FG Miller High School gym. We move outside for the summer months to the tennis courts.

**We write to you today to request a monetary donation.** This money would be going to upgrading the outdoor facility along with allowing us to incorporate the community youth of Elk Point and the County by acquiring additional facility time.

Your donation would be acknowledged on our Facebook page and advertising at our official Grand Opening when we host our 2<sup>nd</sup> Annual Picklefun Tournament for the Greater Lakeland Area later this summer.

Any donations of \$1000 or greater will have name and logo place on our location sign.

Thank you for your time and consideration on our request.

Sincerely,

A handwritten signature in cursive script that reads "Terri Hampson".

Terri Hampson-President  
Elk Point Pickleball Club  
Cert of Inc. 5020717095  
403-620-3052

[www.facebook.com/groups/eppickleballclub](http://www.facebook.com/groups/eppickleballclub)  
[eppickleballclub@gmail.com](mailto:eppickleballclub@gmail.com)



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

## Issue Summary Report

### 9.17. Municipal Seed Cleaning Plant Funding Request

#20180504002

**Meeting** : June 12, 2018 Council Meeting

**Meeting Date** : 2018/06/12 09:00

**Meeting Type** : Council Meeting

#### Background

---

The St. Paul Municipal Seed Cleaning Plant is requesting that Council consider funding the cost of a defibrillator to keep on site, at the plant.

The have provided the following quotes:

- Reel Parts & Safety Ltd. - \$2100
- Lakeland Fire & Safety - \$2,099

#### Recommendation

---

Administration is recommending to provide the Seed Cleaning Plant with \$2100 to purchase a defibrillator to be kept on site.

#### Additional Information

---

**Originated By** : pcorbiere

## Appendix 1 for 9.17.: Letter and Quotes

April 27,2018

To St. Paul County Council,

The St. Paul Municipal Seed Cleaning Plant would like to thank you for all your past and present support.

At this time we would encourage you to consider funding the plant with a defibrillator. Please

find attached quotes from Lakeland Fire and Safety and Reel Parts & Safety LTD. This device would be kept on site, at the plant.

Many producers, customers and plant personnel from the county frequent the seed plant. We feel the Seed Plants' location makes it a perfect location for the installation of a defibrillator. We could post a sign along the highway 881 indicating the presence of such a machine on site. The Town of St. Paul Transfer Station to the West of us has a defibrillator, but after discussion, the board feels it is too far away. Our finances are a little stressed at this time and we would appreciate your consideration in providing the necessary funds, so we can purchase one of these potential life savers that we hope we would never have to use. Thank you for taking the time to consider our request.

Thanks for your attention,

Vice Chair

A handwritten signature in black ink, appearing to be 'JP' with a long horizontal stroke extending to the right.

Jacques Plante



Certification #R120

**SHELL  
DISTRIBUTOR**

# R P S **Reel Parts & Safety Ltd.**

- SAFETY SUPPLIES • JANITORIAL • SPRINKLER SYSTEMS
- EXTINGUISHER RECHARGING & SERVICING • FIRST AID
- SUPPRESSION SYSTEMS • FIRE ALARMS • HEAVY DUTY TRUCK PARTS

Ph.: 780-645-7712 Fax: 780-645-7713  
4910 - 51 Avenue, St. Paul, Alberta  
Email: reelprts@telus.net



**Quotation**

**April 30, 2018**

**To: St.Paul Seed Cleaning Plant**

**ATT: Jacques Plante - [jgplante@telusplanet.net](mailto:jgplante@telusplanet.net)**

**Re: Quote for Defibulator Lifeline AED**

Difibulator Lifeline AED with 5 year non-rechargeable Battery Pack,  
one set of adult pads, a user's manual & surface mount wall cabinet.-----\$2100.00 plus GST

If you have any questions please contact me at 1-780-210-2007 cell or at the office  
780-645-7712.

We appreciate the opportunity to create solutions for all of your safety needs, and look forward  
to your response.

Respectfully Submitted,

Real Corbiere,  
[reelprts@telus.net](mailto:reelprts@telus.net)  
(780) 645-7712



Certification #R120

**SHELL  
DISTRIBUTOR**

# R P S **R**eel **P**arts & **S**afety Ltd.

- SAFETY SUPPLIES • JANITORIAL • SPRINKLER SYSTEMS
- EXTINGUISHER RECHARGING & SERVICING • FIRST AID
- SUPPRESSION SYSTEMS • FIRE ALARMS • HEAVY DUTY TRUCK PARTS

Ph.: 780-645-7712 Fax: 780-645-7713  
4910 - 51 Avenue, St. Paul, Alberta  
Email: reelprts@telus.net



## Acceptance

Real Parts & Safety Ltd is hereby authorized to perform the work listed in the corresponding quote. The undersigned acknowledges all materials are property of Real Parts & Safety Ltd until the entirety of the price listed is paid in full, and agrees to pay said price no later than 30 days after full completion of the quoted work.

\_\_\_\_\_  
Authorized Representative

\_\_\_\_\_  
Date





**PHONE:** 780-645-4000  
 rob@lakelandfire.ca  
 lakelandfireandsafety.com  
 4201 - 50 AVENUE  
 ST. PAUL, AB T0A 3A3  
 Division of Denco Enterprises Ltd.

**QUOTE#** SPSC043018

**Date:** April 30, 2018

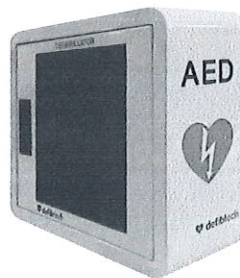
**To:** St. Paul Seed Cleaning Plant  
 Jacques Plante

**Phone:**  
**Cell:**  
**Email:** jgplante@telusplanet.net

**From:** Rob Levasseur

**Re:** AED Inquiry

PART #	DESCRIPTION	QTY	UNIT PRICE	PRICE
DDU-100	Lifeline AED Includes 5 year non-rechargeable battery pack with 9V lithium battery, one set of Adult pads, one facility AED door sticker, user's manual, quick use card, 5 year warranty on machine and 3 year warranty on battery	1	1,685.00	1,685.00
	Lifeline Surface Mount Wall Cabinet w/alarm – Metal (option 1)	1	414.00	414.00
	Lifeline Black Soft Carrying Case w/Lifeline AED Wall Mount Bracket – (Black Metal) (Option 2)	1	289.55	289.55



**ROB LEVASSEUR**  
 LAKELAND FIRE & SAFETY  
 Office Manager

**Approved By:** \_\_\_\_\_ **Date:** \_\_\_\_\_



## Issue Summary Report

### 9.18. Fee Schedule Bylaw 2018-11

#20180605009

**Meeting :** June 12, 2018 Council Meeting

**Meeting Date :** 2018/06/12 09:00

**Meeting Type :** Council Meeting

#### Background

---

Fee Schedule Bylaw 2018-11 is being presented with the following amendments:

- Fire Fees
- include a rate for the annual subscription for the GIS
- other minor corrections.

Proposed amendments are noted in red.

#### Recommendation

---

Motion to give first reading to Bylaw 2018-11.

Motion to give second reading to Bylaw 2018-11.

Motion to present Bylaw 2018-11 at this meeting for third reading.

Motion to give third reading to Bylaw 2018-11.

#### Additional Information

---

**Originated By :** pcorbiere

**COUNTY OF ST. PAUL NO. 19**

**BYLAW NO. 2018-11**

---

---

A Bylaw of the County of St. Paul No. 19 in the Province of Alberta to establish a Fee Schedule Bylaw.

---

---

**WHEREAS**, pursuant to provisions of the Municipal Government Act, 2000, Chapter M-26 with amendments thereto it is deemed desirable to set fees for goods and services provided or made available by the County of St. Paul;

**WHEREAS**, the fees approved by this bylaw will replace existing fees in a number of bylaws; and

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

1. The Schedule of Fees attached to and forming Schedule “A” of this bylaw is adopted;
2. Schedule A to this bylaw will be reviewed by Council on an annual basis; and
3. The fees contained in the following bylaws are repealed and replaced by the fees approved by this bylaw:  
  
Bylaw 1568      Records and Data Retrieval Bylaw
4. That Bylaw No. 2018-04 is hereby repealed.
5. This Bylaw comes into force and effect on the final passing thereof.

Read a first time in Council this 12<sup>th</sup> day of June, A.D. 2018.

Read a second time in Council this 12<sup>th</sup> day of June, A.D. 2018.

Read a third time in Council and duly passed this 12<sup>th</sup> day of June, A.D. 2018.

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Reeve

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Chief Administrative Officer

# Appendix 1 for 9.18.: Bylaw 2018-11 Fee Schedule Bylaw

## Schedule A

### Administration 12

#### **Credit Cards**

Credit card acceptance fee 3%

#### **Data Retrieval**

Administration Fee \$10.00 per 1/4 hour  
 Photocopying Fee No charge for first 50 pages  
 \$0.25/page for each additional page  
 Electronic Copy Fee (Provided on CD or DVD) - \$5.00  
 Outside Retrieval Fee Cost of retrieval + 10%

#### **Election Deposit (cash)**

\$100.00

#### **NSF Cheque/NSF Direct Debit**

\$20.00

#### **Promotional Items (Shirts, Caps, Flags etc.)**

Cost Recovery

#### **Geographical Information System**

Custom GIS Mapping/ Analysis \$65.00

#### **Maps**

County Land Ownership \$15.00  
 Parcel Map 8.5"x11" \$5.00 for non-owners  
 Parcel Map 11" x 17" \$5.00 for non-owners  
 Parcel Map 18"x24" \$10.00  
 Subdivision \$0 for owners  
 Subdivision \$5 for non-owners  
 Map Binder of all Subdivisions \$75.00  
 Postage on Map Sales \$13.00

#### **Ortho Photo**

8.5"x11" \$10.00 for non-owner  
 11" x 17" \$12.00 for non-owner  
 18" x 24" \$12.00 for non-owner  
 No mass sales as per agreement

#### **Rural Address**

Rural Address Binders \$100.00  
 Rural Address Replacements Signs Cost Recovery  
 Rural Address New Signs \$0

#### **Assessment & Taxation**

Tax Certificates \$20.00  
 Tax Searches \$20.00  
 Re-print Tax Notices \$10.00  
 GIS Annual Subscription - Realtors **\$250.00**  
 Assessment Appeals- Residential \$50.00  
 Assessment Appeals- Non-Residential \$200.00  
 (refundable if Successful)

Assessment Records to Landlord \$0

Assessment Records to Firms (per roll number) \$20.00

## Appendix 1 for 9.18.: Bylaw 2018-11 Fee Schedule Bylaw

### Tax Notifications

Registering Tax Notification	\$25.00
Discharge Tax Notification	\$0

### Tax Recovery Process

Admin Fee	As per MGA 427(4) (2)(d)
Final Acquisition	No Charge
Revival of Title	Cost
Tax Sale	\$50.00

### County Office

Lower Level Board Room- ½ day	\$50.00
Lower Level Board Room -1 day	\$75.00

### Access to Information (FOIP)

As per Freedom of Information & Protection of Privacy Regulations

## Fire 23

### Fire

~~Extinguish Fire Call~~ ~~\$450.00~~

### District Fire Dept Responds

~~District Fire Dept Responds~~ ~~\$250.00 each Hour or Fraction~~  
~~Each additional fire fighter~~ ~~\$20.00 per hour portion~~

False Alarm \$450.00

Base Fire Call for County Resident (Permit/No Permit/Accidental) \$450.00

Fire Call for Motor Vehicle Accident on Provincial Highway within the County As per Alberta Transportation Fee Schedule

Fire Call for Motor Vehicle Accident on County Road As per Alberta Transportation Fee Schedule

Fire Call outside of County - no Mutual Aid Agreement As per Alberta Transportation Fee Schedule

Fire Call for Medical Assist No Charge

## PW 32

### Cemeteries

Interment Plots- 5'x10'	\$600.00
One Cremation in existing Plot	\$200.00
2 <sup>nd</sup> Interment in existing Plot	\$300.00

### Cremation Plots

5'x10'	\$600.00
2 <sup>nd</sup> interment in same plot	\$200.00

## Appendix 1 for 9.18.: Bylaw 2018-11 Fee Schedule Bylaw

<b>Newborn/Infant Plots</b>	\$200.00
<b>Disinterment</b>	\$600.00
<b><u>Snow Plow Flags</u></b>	\$25.00 - one-time plow
<b><u>Gravel- Private Sales</u></b>	\$15.00/ yd delivered - max 20 cubic yds/ rural address or approved development permit
	\$10.00/yard self-haul - max 20 cubic yds
<b><u>Custom Grader Work</u></b>	\$100.00/hr.
<b><u>Unightly Properties</u></b>	\$250 Administration Fee on any cleanup
<b><u>Travis – MJ</u></b>	\$20 Permit Application Fee \$20 Permit Cancellation Fee

### Airport 33

St. Paul Airport Parking Fees- Grass	- \$200.00 per unit per year - \$125.00 per unit per half-year (six months) - \$5.00 per unit overnight fee - \$5.00 per unit plug-in fee
St. Paul Aircraft Parking Fees- Tarmac	\$10.00 per day (min of four hours) or \$100.00 per month \$100.00 per day for agricultural spray planes
St. Paul Hangar Land Lease Rates	As per Agreement approved by the St. Paul Airport Committee.

Notes: i) Fees for Grass area will not be applied to aircraft on lease lot

### Waste 43

#### **Front Load Bin Rental Fees**

<b>4 yard bin:</b>	
- Once per month	\$75.60
- Every 2 Weeks	\$86.40
- Once per Week	\$97.20
<b>6 Yard Bin:</b>	
- Once per month	\$ 81.00
- Every 2 Weeks	\$ 91.80
- Once per Week	\$102.60
Bin Delivery Charge	\$ 75.00

## Appendix 1 for 9.18.: Bylaw 2018-11 Fee Schedule Bylaw

Bin Delivery Charge to re-deliver a bin after it has been removed Due to suspension of services	\$150.00
<b><u>Roll Off Bin Rental Fees</u></b>	
- Monthly	\$135.00
- Weekly	\$ 33.75
-Plus, Bin delivery/removal:	\$110.00/hr
-Plus, Landfill Tipping Fee:	As Per site attendant
All Commercial Rentals will be charged extra monthly fee	\$ 25.00

### Agriculture Service Board 62

#### **Agriculture - Rental Equipment**

Rental Equipment	Damage Deposit	Rental
- Post Pounder	\$100.00	\$80.00/day \$160.00/weekend
- Cattle Weigh Scale (Imperial)	\$100.00	\$20.00
- Portable Corrals and Loading Chute	\$100.00	\$20.00
- Squeeze Chute	\$100.00	\$20.00
- Insecticide Sprayer 200 gal	\$100.00	\$50.00
- Tree Planter	N/C	N/C
- Skunk Traps	\$150.00	N/C
- 16' Land roller - \$3.50/ac	\$200.00	\$250.00 min chg
- Mag Pie Trap & Scare Cannons	\$50.00	N/C

**Mouse Poison** \$2.00/bag

**Beaver Control** \$200/dam removed

**Mowing Charges** \$150 per lot minimum  
\$150 per hour

**Dog Impoundment Fees** \$30/dog/day

### Planning and Development 66

#### **Planning Documents**

Land Use Bylaw- Document	\$25.00
Land Use Bylaw- Disc	\$10.00
Municipal Development Plan- Document	\$25.00
Municipal Development Plan- Disc	\$10.00
Area Structure Plan- Document	\$25.00
Area Structure Plan-Disc	\$10.00
St. Paul InterMunicipal Development Plan- Document	\$25.00
St. Paul InterMunicipal Development Plan- Disc	\$10.00
Elk Point InterMunicipal Development Plan- Document	\$25.00
Elk Point InterMunicipal Development Plan- Disc	\$10.00

## Appendix 1 for 9.18.: Bylaw 2018-11 Fee Schedule Bylaw

Land Use Bylaw, MDP, ASP, IDP Amendment	\$1,000
<b><u>Undeveloped Road Allowance Licensing Applications</u></b>	
Application Fee	\$250.00
Annual License Fee	\$100.00
<b><u>Land Leases</u></b>	
Application Fee	\$250
<b><u>Subdivision Applications</u></b>	
Application Fee	\$400.00 plus \$150.00 per lot to be created
Endorsement Fee	\$100.00 per lot
Extension (1year)	\$100.00 per file
Municipal Reserve	Cash in lieu -Fair Market Value
Appeal Fee	\$200.00
Requests for time extensions	\$100 – Sec. 657(6) of the <del>Act</del> MGA made to the subdivision Authority
Copy of Current Land Title	\$20.00
Copy of ERCB Abandoned Well Records	\$20.00

### 2017 Permit Fee Schedule Attached

## Parks 74

### **Campground Fees**

Gazebo	\$100.00
Wood	\$10.00/wheel barrow

### **Westcove**

- Non-Power	\$25.00
- Power	\$35.00
- Day Use for Spray Park	\$ 3.00

### **Floatingstone, Lac Bellevue, Stoney Lake**

- Non-Power	\$20.00
- Power	\$30.00



Appendix 1 for 9.18.: Bylaw 2018-11 Fee Schedule Bylaw

<b>COUNTY OF ST. PAUL NO. 19</b>									
<b>2017 FEE SCHEDULE</b>									
<b>DEVELOPMENT PERMIT FEES</b>									
Does not comply with Land Use Bylaw									\$200.00
Does Comply with Land Use Bylaw									\$100.00
Park Model, Portable Accessory Building, Deck									\$50.00
Minor Home Occupation									\$50.00
Signs									\$25.00
Change of Use Permit									\$200.00
Access Development on Municipal Reserve less than 5 meters in length									\$50.00
Access Development on Municipal Reserve more than 5 meters in length									\$100.00
<b>Temporary Work Camp</b>									
Discretionary Use - \$200.00 + \$50.00/RV &/or \$100.00/ Prefabricated Mobile Unit									
<b>Other Fees</b>									
Compliance Certificates									\$125.00
Copy of AER Abandoned Well Records									\$20.00
Title Search									\$20.00



COUNTY OF ST. PAUL NO. 19  
2017 FEE SCHEDULE

RESIDENTIAL BUILDING FEES	
Description of Work	Permit Fee
New Single Family Dwelling ( <i>Total Developed Area</i> )	\$0.48/sq.ft. + SCC levy
New Single Family Dwelling ( <i>Attached Garage at time of new construction</i> )	\$0.10/sq.ft. + SCC levy
Home Relocation on Foundation, Basement, or Crawl Space (Min. Fee \$350.00)	\$0.30/sq.ft. + SCC levy
Modular/RTM on Foundation, Basement, or Crawl Space (Min. Fee \$300.00)	\$0.25/sq.ft. + SCC levy
Manufactured/ Mobile Home on blocking or piles	\$225.00 + SCC levy
Additions (Minimum Fee \$125.00)	\$0.30/ sq.ft. + SCC levy
Renovations/Basement Development (Minimum Fee \$125.00)	\$0.25/sq.ft. + SCC levy
Bunkhouses (Minimum fee \$200.00)	\$0.25/sq.ft. + SCC levy
Garage/ Shop / Pole Shed (Minimum Fee \$125.00)	\$0.25/ sq.ft. + SCC levy
Carport (Minimum Fee \$100.00)	\$0.18/ sq.ft. + SCC levy
Storage Shed ( <i>sheds less than 10' x 10' do not require a building permit</i> )	\$100.00 + SCC levy
Decks ( <i>if not included at time of new construction</i> )	\$100.00 + SCC levy
Gazebo (Minimum Fee \$100.00)	\$0.25/ sq.ft. + SCC levy
Wood Burning Stove/Fireplace ( <i>if not included at time of new construction</i> )	\$100.00 + SCC levy
Outdoor Privy - complete with holding tank	\$100.00 + SCC levy
Demolition	\$125.00 + SCC levy

COMMERCIAL BUILDING FEES	
<i>Minimum Fee: \$350.00</i>	Total Permit Fee ( Per \$1,000.00 Value)
First \$1,000,000	\$5.00 + SCC levy
Over \$1,000,000 (\$5,000 plus)	\$3.00 + SCC levy
Commercial Demolition	\$5.00 + SCC Levy

**Please Note: Permit Fees will be doubled if enforcement action is taken and not complied with on development which commenced without approval.**

**SCC LEVY FEE: 4% SAFETY CODES COUCIL FEE FOR EVERY BUILDING PERMIT ISSUED WITH A MINIMUM OF \$4.50 AND A MAXIMUM OF \$560.00**



**COUNTY OF ST. PAUL NO. 19**  
2017 FEE SCHEDULE

**ELECTRICAL PERMIT FEES**  
New- Single Family Dwellings Attached Garage

Square Footage	Home Owner Fee	Contractor Fee
Up to 1200	\$150.00 + SCC levy	\$130.00 + SCC levy
1201- 1500	\$165.00 + SCC levy	\$135.00 + SCC levy
1501- 2000	\$180.00 + SCC levy	\$140.00 + SCC levy
2001- 2500	\$195.00 + SCC levy	\$150.00 + SCC levy
2501- 3500	\$210.00 + SCC levy	\$160.00 + SCC levy
Over 3500	\$210.00 plus \$0.10/ sq.ft.	\$160.00 plus \$0.10/ sq.ft.
Manufactured Home Connection Only	\$100.00 + SCC Levy	\$100.00 + SCC levy

**Detached Garage/Accessory Buildings**

Square Footage	Home Owner Fee	Contractor Fee
Up to 750	\$125.00 + SCC levy	\$100.00 + SCC levy
Over 750	\$125.00 plus \$0.10/ sq.ft.	\$100.00 plus \$0.10/ sq.ft.

**Basement Development/ Renovations/ Additions**

Square Footage	Home Owner Fee	Contractor Fee
Up to 1000	\$125.00 + SCC levy	\$100.00 + SCC levy
Over 1000	\$125.00 plus \$0.10/ sq.ft.	\$100.00 plus \$0.10/ sq.ft.

**Other Electrical Fees**

Description of Work	Permit Fee
Permanent Service Connection Only	\$75.00 + SCC levy
Temporary Power/ Underground Service	\$75.00 + SCC levy
Panel Change or Service Upgrade Only	\$75.00 + SCC levy
Air Conditioning Units or Hot Tubs	\$75.00 + SCC levy
Annual Electrical Permit	\$400.00 + SCC levy

Please allow up to five business days for permits to be issued.

Express 24 Working Hour Service Charge ( Electrical, Gas, Plumbing Applications) \$50.00 plus permit fee & SCC levy.

**Please Note: Permit Fees will be doubled if enforcement action is taken and not complied with on development which commenced without approval.**

**SCC LEVY FEE: 4% SAFETY CODES COUCIL FEE FOR EVERY PERMIT ISSUED WITH A A MINIMUM OF \$4.50 AND A MAXIMUM OF \$560.00**

# Appendix 1 for 9.18.: Bylaw 2018-11 Fee Schedule Bylaw



## COUNTY OF ST. PAUL NO. 19

### PERMITS & INSPECTIONS

### 2017 FEE SCHEDULE

#### ELECTRICAL - NON RESIDENTIAL INSTALLATIONS

Installation Cost (Labour & Materials)	Permit Fee - Not Including SCC levy	Installation Cost (Labour & Materials)	Permit Fee - Not Including SCC levy
0 - 1,000.00	\$85.00	38,001.00 - 39,000.00	\$445.00
1,001 - 1,500.00	\$95.00	39,001.00 - 40,000.00	\$460.00
1,500.01 - 2,000.00	\$100.00	40,001.00 - 41,000.00	\$475.00
2,000.01 - 2,500.00	\$105.00	41,001.00 - 42,000.00	\$490.00
2,500.01 - 3,000.00	\$110.00	42,001.00 - 43,000.00	\$505.00
3,000.01 - 3,500.00	\$120.00	43,001.00 - 44,000.00	\$520.00
3,500.01 - 4,000.00	\$130.00	44,001.00 - 45,000.00	\$535.00
4,000.01 - 4,500.00	\$135.00	45,001.00 - 46,000.00	\$550.00
4,500.01 - 5,000.00	\$140.00	46,001.00 - 47,000.00	\$565.00
5,000.01 - 5,500.00	\$145.00	47,001.00 - 48,000.00	\$580.00
5,500.01 - 6,000.00	\$150.00	48,001.00 - 49,000.00	\$595.00
6,000.01 - 6,500.00	\$155.00	49,001.00 - 50,000.00	\$610.00
6,500.01 - 7,000.00	\$160.00	50,001.00 - 60,000.00	\$625.00
7,000.01 - 7,500.00	\$175.00	60,001.00 - 70,000.00	\$640.00
7,500.01 - 8,000.00	\$180.00	70,001.00 - 80,000.00	\$655.00
8,000.01 - 8,500.00	\$185.00	80,001.00 - 90,000.00	\$670.00
8,500.01 - 9,000.00	\$190.00	90,001.00 - 100,000.00	\$695.00
9,000.01 - 9,500.00	\$195.00	100,001.00 - 110,000.00	\$720.00
9,500.01 - 10,000.00	\$205.00	110,001.00 - 120,000.00	\$745.00
10,000.01 - 11,000.00	\$215.00	120,001.00 - 130,000.00	\$770.00
11,000.01 - 12,000.00	\$225.00	130,001.00 - 140,000.00	\$795.00
12,000.01 - 13,000.00	\$230.00	140,001.00 - 150,000.00	\$820.00
13,000.01 - 14,000.00	\$235.00	150,001.00 - 160,000.00	\$845.00
14,000.01 - 15,000.00	\$240.00	160,001.00 - 170,000.00	\$870.00
15,000.01 - 16,000.00	\$245.00	170,001.00 - 180,000.00	\$895.00
16,000.01 - 17,000.00	\$255.00	180,001.00 - 190,000.00	\$920.00
17,000.01 - 18,000.00	\$260.00	190,001.00 - 200,000.00	\$945.00
18,000.01 - 19,000.00	\$265.00	200,001.00 - 210,000.00	\$970.00
19,000.01 - 20,000.00	\$270.00	210,001.00 - 220,000.00	\$1,020.00
20,000.01 - 21,000.00	\$275.00	220,001.00 - 230,000.00	\$1,070.00
21,000.01 - 22,000.00	\$280.00	230,001.00 - 240,000.00	\$1,120.00
22,000.01 - 23,000.00	\$285.00	240,001.00 - 250,000.00	\$1,170.00
23,000.01 - 24,000.00	\$290.00	250,001.00 - 300,000.00	\$1,220.00
24,000.01 - 25,000.00	\$295.00	300,001.00 - 350,000.00	\$1,270.00
25,000.01 - 26,000.00	\$300.00	350,001.00 - 400,000.00	\$1,345.00
26,000.01 - 27,000.00	\$310.00	400,001.00 - 450,000.00	\$1,420.00
27,000.01 - 28,000.00	\$320.00	450,001.00 - 500,000.00	\$1,495.00
28,000.01 - 29,000.00	\$330.00	500,001.00 - 550,000.00	\$1,570.00
29,000.01 - 30,000.00	\$340.00	550,001.00 - 600,000.00	\$1,645.00
30,000.01 - 31,000.00	\$350.00	600,001.00 - 650,000.00	\$1,745.00
31,000.01 - 32,000.00	\$360.00	650,001.00 - 700,000.00	\$1,845.00
32,000.01 - 33,000.00	\$370.00	700,001.00 - 750,000.00	\$1,945.00
33,000.01 - 34,000.00	\$380.00	750,001.00 - 800,000.00	\$2,045.00
34,000.01 - 35,000.00	\$390.00	800,001.00 - 850,000.00	\$2,145.00
35,000.01 - 36,000.00	\$400.00	850,001.00 - 900,000.00	\$2,295.00
36,000.01 - 37,000.00	\$410.00	900,001.00 - 950,000.00	\$2,445.00
37,000.01 - 38,000.00	\$420.00	950,001.00 - 1,000,000.00	\$2,595.00

For projects over \$1,000,000 divide the total installation cost by \$1,000 and multiply by 2.595 + SCC Levy

**SCC LEVY FEE: 4% SAFETY CODES COUCLIL FEE FOR EVERY PERMIT ISSUED WITH A  
A MINIMUM OF \$4.50 AND A MAXIMUM OF \$560.00**



COUNTY OF ST. PAUL NO. 19

PERMITS & INSPECTIONS

2017 FEE SCHEDULE

**GAS PERMIT FEES**  
Residential Installations

Number of Outlets	Home Owner Fee	Contractor Fee
1 to 2	\$125.00 + SCC levy	\$100.00 + SCC levy
3	\$130.00 + SCC levy	\$105.00 + SCC levy
4	\$135.00 + SCC levy	\$110.00 + SCC levy
5	\$140.00 + SCC levy	\$115.00 + SCC levy
6	\$145.00 + SCC levy	\$120.00 + SCC levy
7	\$150.00 + SCC levy	\$125.00 + SCC levy
8	\$155.00 + SCC levy	\$130.00 + SCC levy
9	\$160.00 + SCC levy	\$135.00 + SCC levy
10	\$165.00 + SCC levy	\$140.00 + SCC levy
Over 10	\$165.00 plus \$10.00/outlet over 10	\$140.00 plus \$10.00/outlet over 10

**Other Gas Fees**

Description of Work	Permit Fee
Residential Propane Tank Set (does not include connection to appliance)	\$75.00 + SCC levy
Temporary Heat	\$75.00 + SCC levy

Please allow up to five business days for permits to be issued.

Express 24 Working Hour Service Charge ( Electrical, Gas, Plumbing Applications) \$50.00 plus permit fee & SCC levy.

**Please Note: Permit Fees will be doubled if enforcement action is taken and not complied with on development which commenced without approval.**

**SCC LEVY FEE: 4% SAFETY CODES COUCIL FEE FOR EVERY PERMIT ISSUED WITH A A MINIMUM OF \$4.50 AND A MAXIMUM OF \$560.00**



**COUNTY OF ST. PAUL NO. 19**

**2017 FEE SCHEDULE**

**GAS - NON RESIDENTIAL INSTALLATIONS**

BTU Input	Permit Fee
0 to 150,000	\$110.00 + SCC levy
150,001 to 250,000	\$120.00 + SCC levy
250,001 to 350,000	\$130.00 + SCC levy
350,001 to 500,000	\$150.00 + SCC levy
500,001 to 750,000	\$170.00 + SCC levy
750,001 to 1,000,000	\$190.00 + SCC levy
Over 1,000,000	\$190.00 plus \$50.00 per 1,000,000 (or portion of) over 1,000,000 BTU

**Other Non Residential Gas Fees**

Descripti	Permit Fee
Propane Tank Set (does not include connection to appliance)	\$100.00 + SCC levy
Add \$50.00 for each additonal tank set	
Add \$50.00 when connecting a vaporizer	

**Temporary Heat Non Residential**

BTU Input	Permit Fee Not including SCC levy
0 to 250,000	\$100.00
250,001 to 500,000	\$225.00
Over 500,000	\$225.00 plus \$10.00 per 100,000 BTU (or portion of) over 500,000 BTU

**Please Note: Permit Fees will be doubled if enforcement action is taken and not complied with on development which commenced without approval.**

**SCC LEVY FEE: 4% SAFETY CODES COUCIL FEE FOR EVERY PERMIT ISSUED WITH A  
A MINIMUM OF \$4.50 AND A MAXIMUM OF \$560.00**



COUNTY OF ST. PAUL NO. 19

2017 FEE SCHEDULE

**PLUMBING PERMIT FEES**

**Residential & Non Residential Installations**

Number of Fixtures	Home Owner Fee	Contractor Fee
1	\$130.00+scc levy	\$105.00+scc levy
2	\$130.00+scc levy	\$105.00+scc levy
3	\$130.00+scc levy	\$105.00+scc levy
4	\$130.00+scc levy	\$105.00+scc levy
5	\$130.00+scc levy	\$110.00+scc levy
6	\$135.00+scc levy	\$115.00+scc levy
7	\$140.00+scc levy	\$120.00+scc levy
8	\$145.00+scc levy	\$115.00+scc levy
9	\$150.00+scc levy	\$125.00+scc levy
10	\$155.00+scc levy	\$130.00+scc levy
11	\$160.00+scc levy	\$135.00+scc levy
12	\$165.00+scc levy	\$140.00+scc levy
13	\$170.00+scc levy	\$145.00+scc levy
14	\$175.00+scc levy	\$150.00+scc levy
15	\$180.00+scc levy	\$155.00+scc levy
16	\$185.00+scc levy	\$160.00+scc levy
17	\$195.00+scc levy	\$170.00+scc levy
18	\$200.00+scc levy	\$175.00+scc levy
19	\$205.00+scc levy	\$180.00+scc levy
20	\$210.00+scc levy	\$185.00+scc levy
Over 20	\$210.00 plus \$5.00 per fixture over 20	\$185.00 plus \$5.00 per fixture over 20

Please allow up to five business days for permits to be issued.

Express 24 Working Hour Service Charge (Electrical, Gas, Plumbing Applications) \$50.00 plus permit fee & SCC levy.

**Please Note: Permit Fees will be doubled if enforcement action is taken and not complied with on development which commenced without approval.**

**SCC LEVY FEE: 4% SAFETY CODES COUCIL FEE FOR EVERY PERMIT ISSUED WITH A A MINIMUM OF \$4.50 AND A MAXIMUM OF \$560.00**



COUNTY OF ST. PAUL NO. 19

2017 FEE SCHEDULE

**PRIVATE SEWAGE PERMIT FEE**

Description	Home Owner Fee	Contractor Fee
Holding Tank	\$125.00 + SCC levy	\$100.00 + SCC levy
Fields/Mounds /Open Surface Discharge / Lagoons	\$300.00 + SCC levy	\$250.00 + SCC levy
Any System with Treatment Plant	\$400.00 + SCC levy	\$300.00 + SCC levy

**Please Note: Permit Fees will be doubled if enforcement action is taken and not complied with on development which commenced without approval.**

**SCC LEVY FEE: 4% SAFETY CODES COUCIL FEE FOR EVERY PERMIT ISSUED WITH A A MINIMUM OF \$4.50 AND A MAXIMUM OF \$560.00**





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

## Issue Summary Report

### 9.19. Fire Protection Services Bylaw 2018-12

#20180606001

**Meeting** : June 12, 2018 Council Meeting

**Meeting Date** : 2018/06/12 09:00

**Meeting Type** : Council Meeting

#### Background

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The Fire Protection Services Bylaw is being presented with amendments as per the recommendations of the Director of Community Services. Some of these amendments go hand in hand with the amendments to the Fee Schedule Bylaw while other amendments reference the Penalties Bylaw instead of the Fee Schedule. Proposed changes are in red.

#### Recommendation

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Motion to give first reading to Bylaw 2018-12.

Motion to give second reading to Bylaw 2018-12.

Motion to present Bylaw 2018-12 for third reading.

Motion to give third reading to Bylaw 2018-12.

#### Additional Information

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**Originated By** : pcorbiere

**COUNTY OF ST. PAUL NO. 19**

**BY-LAW NO. 2018-12**

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

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

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

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

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

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

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

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

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

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

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

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

### **Section 1 – Name of Bylaw**

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

### **Section 2 – Definitions**

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

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

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

“Bylaw Enforcement Officer” means the following:

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

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

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

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

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

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

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

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

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

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

- a) "Level 1: No Restriction" means that safe campfires are allowed in campgrounds and in other County areas and that fires are allowed in Acceptable Fire Containers. Any burning other than a campfire requires a fire permit.
- b) "Level 2: Fire Advisory" means that safe campfires are permitted in campgrounds and in other County areas and that fires are allowed in Acceptable Fire Containers, but the issuance of fire permits for other burning may be restricted. Existing permits will be honoured, but the issuance of new permits may be suspended.
- c) "Level 3: Fire Restriction" means that safe campfires are allowed only in campgrounds with approved fire pits and fires are allowed in Acceptable Fire Containers. No open fires are allowed within the County and fire permits may be suspended or cancelled and no further permits will be issued.
- d) "Level 4: Fire Ban" means that no open campfires will be permitted in campgrounds or in any other area of the County. All fire permits will be suspended or cancelled and no new permits will be issued.

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

"Fire Department" means the combined District Fire Departments.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

### **Section 3 – Objectives**

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

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

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

### **Section 4 – Fire Protection Committees**

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

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

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

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

4.5 The agenda for all Fire Protection Committee meetings shall be circulated at

least seven (7) days prior to the meeting date.

## **Section 5 - Fire Services**

- 5.1 Fire services shall be provided by the County for the purposes of, but not limited to:
- a) preventing and extinguishing fires;
  - b) investigating the cause of fires and carrying out preventable patrols, pre-fire planning and fire inspections in accordance with the Fire Quality Management Plan approved by the Safety Codes Council;
  - c) preserving life and property and protecting persons and property from injury or destruction by fire;
  - d) providing rescue or vehicle extrication services;
  - e) preventing, combating and controlling emergency incidents;
  - f) entering into agreements with other municipalities or persons for the joint use, control, and management of fire extinguishing Equipment; and
  - g) purchasing and operating Equipment for extinguishing fires or preserving life and property.

## **Section 6 – Designated Officers and Other Authorities**

### **Fire Protection Districts**

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

### **Appointment of Officers**

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

### **Jurisdiction**

- 6.6 The limits of the jurisdiction of the Fire Chief, and the officers and members of each District Fire Department will extend to the area and boundaries of the Fire

Protection District to which they are appointed as specified in Appendix B.

- 6.7 No fire Equipment shall be used beyond the limits of the County without the express authorization of a written contract or agreement providing for the supply of fire-fighting services outside the County boundaries.
- 6.8 Each District Fire Department shall respond to incidents and emergencies within its Fire Protection District insofar as it is possible and shall further respond to incidents in other Fire Protection Districts in the absence of, unavailability of, or in assistance to another District Fire Department of the County.

### **Procedural Guidelines**

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

### **Authority**

- 6.10 The Council hereby delegates the following authorities to the Fire Chief and the Deputy Fire Chief of the District Fire Departments:
  - a) the Fire Chief or the Deputy Fire Chief or any member acting in their position is empowered to cause a building, structure, or other object to be pulled down, demolished or otherwise removed if he deems it necessary to prevent the spread of fire to other buildings, structures, or objects;
  - b) the Fire Chief, or the member in charge at an incident is empowered to enter, pass through or over buildings or property adjacent to an incident and to cause members of the Fire Department and the Equipment of the Fire Department to enter or pass through or over the building or property, where he deems it necessary to gain access to the incident or to protect any person or property.
  - c) the Fire Chief or the Deputy Fire Chief or any Member acting in their position, is authorized to issue permits, provide fire reports, and issue any other document in the name of the County which may be required for the efficient operation of fire services within the County and whose issuance has been approved by Council.
  - d) in an emergency, the Fire Chief or the Deputy Fire Chief or any Member acting in their position may, on behalf of the County take whatever actions or measures are necessary to eliminate the emergency whether or not such action involves a breach of the provisions of the *Municipal Government Act*, any other enactment, or this Bylaw.
  - e) the Fire Chief may obtain assistance from employees of the County, as he deems necessary, in order to discharge his duties and responsibilities under this Bylaw.



- f) the Fire Chief or the Deputy Fire Chief or any Member acting in their position, as designated officers of the County are not subject to the direct control and supervision of the Chief Administrative Officer.
- g) the Fire Chief or the Deputy Fire Chief or any Member acting in their position may require persons who are not members to assist in extinguishing a fire, removing items from any building on fire or in danger thereof and in guarding and securing same and in demolishing a building or structure at or near the fire or other incident
- h) the Fire Chief or the Deputy Fire Chief or any Member acting in their position may commandeer privately owned equipment, which he considers necessary to deal with an incident.
- i) The Fire Chief or the Deputy Fire Chief or any Member acting in their position may enter private property for the purpose of accessing water sources and/or other resources he considers necessary to deal with an incident.
- j) The Fire Chief or the Deputy Fire Chief or any Member acting in their position may hire privately owned equipment which he/she considers necessary to deal with an incident.

## Fire Guardians

- 6.11 The Fire Chief or Deputy Fire Chief or any Member acting in their position are hereby designated as Fire Guardians of the County and authorized to perform all or any of the duties of the County as outlined in the *Forest and Prairie Protection Act*, as amended from time to time. Any expense incurred while fulfilling the duties of a Fire Guardian shall be borne by the County.
- 6.12 Additional Fire Guardians are the Chief Administrative Officer, or an individual otherwise appointed by the County. Fire Guardians exercise the following powers:
- a) a Fire Guardian may require any able-bodied adult person not exempted by regulations to assist in fighting a fire.
  - b) a Fire Guardian may commandeer and authorize payment for the possession or use of any Equipment for the purpose of fighting a fire.
  - c) a Fire Guardian may enter a closed area as per the *Forest and Prairie Protection Act* without a permit or the written permission of a forest officer subject only to any regulations of the *Forest and Prairie Protection Act*.
  - d) a Fire Guardian may obtain from every person found on public and or leaving or entering public land his name, address, and an account of his activities he proposes to carry out and the route he intends to follow on the public land.

- e) a Fire Guardian may issue to an applicant a Fire Permit in respect of any land within the boundaries of the County.
- f) a Fire Guardian issuing a Fire Permit may endorse on the document any special fire control conditions with which the applicant must comply in addition to any requirements of the *Forest and Prairie Protection Act* and the regulations.
- g) a Fire Permit may be suspended or cancelled at any time by a Fire Guardian and on receiving notice of the suspension or cancellation the person concerned shall immediately extinguish any fire set pursuant to his permit.
- h) a Fire Guardian may without a warrant enter on any land and premises, except a private dwelling house, for the purpose of discharging their duties under this Bylaw or the *Forest and Prairie Protection Act* or the regulations.
- i) a Fire Guardian may, without a warrant, enter any private dwelling house which is on fire and proceed to fight the fire.
- j) a Fire Guardian may investigate the cause, origin, and circumstances of any forest or prairie fire according to the provisions of the *Forest and Prairie Protection Act* and this Bylaw.
- k) a Fire Guardian may temporarily divert traffic on a road over which the County has the direction, control and management of until a Fire Hazard, Emergency or fire is eliminated;
- l) a Fire Guardian may erect signage or take any other action to warn people about a Fire Hazard, Emergency or fire;
- m) a Fire Guardian may enter land or a structure at any reasonable hour, and carry out any inspection, enforcement or action required to eliminate the Fire Hazard, Emergency or to fight, extinguish or control the fire, or to take immediate steps to eliminate the situation; and
- n) a Fire Guardian may request an owner or occupant of land or a structure to produce documents or do anything that will assist the Fire Guardian in the inspection, enforcement or action required to eliminate the Fire Hazard, Emergency or to fight, extinguish or control the fire, or to take immediate steps to eliminate the Fire Hazard, Emergency or to fight, extinguish or control the fire, and the Chief Administrative Officer may make copies of any documents produced.

### **Delegation of Powers**

- 6.13 A Fire Guardian may, delegate all or part of his authority under this Bylaw or under the FPPA, from time to time, to any County employee, approved by the Chief Administrative Officer and Council, either in relief or due to emergency, to efficiently and effectively carry out the work.

## Responsibility & Authority

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

## Section 7 - Offences

- 7.1 No person shall contravene any provision(s) of this Bylaw.

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- 7.2 No person at an incident shall impede, obstruct or hinder a member of the District Fire Department or other person assisting or acting under the direction of the Fire Chief or the member in charge or interfere with the operation of any Equipment required to extinguish fires or preserve life or property.
- 7.3 Any person who ignites, fuels, supervises or permits an Open Fire within the County without a valid Fire Permit is guilty of an offence **and may be charged as stated in the penalties bylaw.**
- 7.4 Any person who ignites a fire or burns during a Fire Ban which clearly specifies the prohibition of such an ignition is guilty of an offence **and may be charged as stated in the penalties bylaw.**
- 7.5 When a fire is lit or ignited without the appropriate Fire Permit, except a fire described in Section 8.4, the owner or occupier of the land or the person having control of the land upon which the fire is lit shall:
- a) extinguish the fire immediately; or
  - b) where they are unable to extinguish the fire immediately, report the fire to Fire Services.
- 7.6 No person shall either directly or indirectly, personally or through an agent, kindle a fire, whether a Fire Permit was obtained for that fire or whether the fire did not require a Fire Permit, and let it become a Running Fire on any land including his own property, property under his control, or to the property of another.
- 7.7 No person shall:
- a) light an Open Fire without first taking sufficient precaution to ensure that the fire can be kept under control at all times;
  - b) light an Open Fire when the weather conditions are conducive to creating a Running Fire or when the County or another authorized agency has announced a ban on burning;
  - c) burn in an Open Fire **Prohibited Debris garbage, leaves, straw, painted wood, treated construction materials, and items made of or containing rubber, plastic, tar or any materials deemed for disposal;**
  - d) deposit, discard or leave any burning matter or substance where it might ignite other material and cause a fire;
  - e) provide false, incomplete, or misleading information to the County or to a Fire Department on or with respect to a Fire Permit;
  - f) conduct any activity that involves the use of fire or that creates potential sources of fire ignition, which might reasonably be expected to cause a Running Fire;

- g) damage or destroy any District Fire Department property;
- h) falsely represent himself as a District Fire Department Member or wear or display any uniform, badge, cap, button, insignia, or other paraphernalia for the purpose of false representation;
- i) obstruct or otherwise interfere with access roads, streets or other approaches to any fire alarm, fire hydrant, cistern or body of water or any connections provided to a fire main, pipe, standpipe, sprinkler system, cistern or other body of water; and
- j) burn ~~municipal household waste~~ **Prohibited Debris in an acceptable fire container** in a Hamlet or Multi-lot Subdivision.
- k) set, permit, maintain or operate an open fire or burning barrel at any time of the year within one hundred (100) metres of a trestle or bridge structure located on the Alberta's Iron Horse Trail. The person who set, permitted or maintained such an Open Fire or burn barrel shall extinguish the fire immediately upon the order of a Fire Guardian or his designate. If the person who set, permitted or maintained an open fire fails to comply with an order to extinguish, the fire services may extinguish the fire and recover the cost of extinguishment from the person in accordance with the Fee Schedule Bylaw. An adjacent landowner to a trestle may be permitted to maintain or operate an open fire for agricultural purpose provided that a fire permit is issued and the conditions therein are adhered to.

### Section 8 - Recovery of Costs

- 8.1 Costs may be incurred by County of St. Paul No. 19 for extinguishing fires or providing fire services within County of St. Paul No. 19 including costs of Equipment and consumables. ~~Council~~ **The County** may charge all costs incurred by the County of St. Paul No. 19 for the purposes of extinguishing fires or providing fire services to the person who caused the fire, the owner of the land on which the fire occurred, the occupier of the land on which the fire occurred, or the owner of a vehicle in which a fire occurred.
- 8.2 Where the County has taken any action whatsoever for the purpose of extinguishing a fire or responding to a fire call or incident in or outside the County or for the purpose of preserving life or property from injury or destruction by fire or other incident on land within or outside the County, including any action taken by the Department on a false alarm, the County may, in respect of any costs incurred by the County in taking such action, charge any costs so incurred to the owner or occupant of the land in respect of which the action was taken or charge a minimum fee as stated in the County's Fee Schedule Bylaw.
- 8.3 The schedule of fees and charges to be charged by District Fire Departments for services rendered pursuant to this Bylaw shall be set out in the County's Fee Schedule Bylaw. The fees and charges set out in the Fee Schedule Bylaw are determined from time to time upon resolution by Council.

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- 8.4 When a District Fire Department responds to an incident and fire protection or Equipment or resources are used in responding to incidents, the extinguishing of fires or the preserving of life or property from injury or destruction by fire, a minimum fee will be charged as stated in the Fee Schedule Bylaw. **Additional fees may be charged for the** following instances:
- ~~a) For each hour or fraction thereof for each firefighting vehicle owned by the supplying party (excluding command cars or other similar support vehicles) to include two (2) firefighters per unit;~~
  - b) ~~For each additional firefighter (excluding the two (2) firefighters per unit);~~
  - a) For the use of any other County resources;
  - b) Any private equipment commandeered or otherwise required by the District Fire Chief or member in charge at such rates as are established by the Alberta Road Builders and Heavy Construction Association Equipment Rental Rates Guide as amended from time to time or in the absence of such rates, at rates which are set by Council.
- 8.5 If the owner or occupant of the land on which a District Fire Department has provided or performed the services refuses or fails to pay an account issued pursuant to Part 6.1, or if the account is in arrears for sixty (60) days or more, the County may recover the costs as a debt due to the County, or, at the County's option, may add the amount to the tax roll, charging the land therefore and collect it in the same manner as taxes due.
- 8.6 When a District Fire Department responds to a call out and it is a false alarm and does not require a response, the person responsible for initiating the call out may be billed at the discretion of the County Administration.
- 8.7. In the event that the owner or occupant of any land within the County disputes the amount of an account issued under Part ~~6.1~~, **8.1** such owner or occupant shall have a period of thirty (30) days from the date of mailing of the account to appeal the amount of the account and to Council and the decision of Council on any such appeal shall be final and binding upon the owner or occupant of the land and shall not be subject to any further appeal.
- 8.8 Mutual aid agreements with neighbouring municipalities or industry will be negotiated separately. Any clauses in a mutual aid agreement will supersede this Bylaw when two clauses are in conflict.
- 8.9 The County, at its discretion, reserves the right to waive any fire response cost recovery charges. This may include but is not limited to Good Samaritans or passersby having witnessed smoke in the distance, reporting fires to 911, or controlled fires being reported. However, this discretion will only be exercised as long as all required fire permits are in place and the fire is in compliance and there are no contraventions to any Fire Bans in place at the time.

## Section 9 – Forest and Prairie Protection

### Application of Bylaw

- 9.1 This Part applies to all land within County of St. Paul No. 19, in the Province of Alberta insofar as it does not contravene the provisions of the FPPA, except
- a) land within the boundaries of a summer village, or town
  - b) lands controlled by Alberta Sustainable Resources as indicated as the Forest Protection Area (for wildland fire protection only)
- 9.2 When a forest and prairie emergency occurs, and both a Fire Guardian and a District Fire Chief, or their delegates have responded, they shall work together in coordinating resolution of the emergency. The District Fire Chief shall assume charge unless it is mutually agreed otherwise. The other person shall provide whatever degree of advice, support, information and assistance that is at his disposal.

### Fire Hazards

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

### Fire Permits

- 9.6 Fire Permits are required for burning at all times throughout of the year.
- 9.7 A Fire Guardian may, at their discretion, issue to an applicant a Fire Permit in respect of any land to which this Bylaw applies within the boundaries of the area for which he was appointed. In issuing a permit, a Fire Guardian shall give due consideration to the procedural guidelines found in Schedule B of this Bylaw, which may be amended from time to time by resolution of Council.
- 9.8 A Fire Permit is valid only for the period for which it is issued.

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- 9.9 A Fire Guardian issuing a Fire Permit may endorse on the permit any special fire control conditions with which the applicant must comply in addition to those standard conditions noted on the permit.
- 9.10 Any person wishing to obtain a Fire Permit for any area within the County must apply to the Fire Guardian appointed by the County at a location and during a time period determined by the County administration from time to time. The County may consider applications over e-mail and fax, but no burning may occur until the completion of the application.
- 9.11 Each application for a Fire Permit must be on the form required by the *Fire and Prairie Protection Act* as determined from time to time or approved by the Fire Guardian and must include the following information:
- a) the name, address, and telephone number, if applicable, of the applicant,
  - b) the reason a Fire Permit is required,
  - c) the legal description of the land upon which the fire will be set and the exact location of the fire on those lands including the municipal address where applicable,
  - d) the type of combustible material that will be burned,
  - e) any precautions that will be taken by the applicant to maintain control of the fire,
  - f) the time for which the Fire Permit will remain valid,
  - g) the signature of the applicant and the issuing Fire Guardian.

### **Suspension or Cancellation of Fire Permit**

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

### **Investigation of Cause of Fire**

- 9.14 A Fire Guardian making an investigation may, without a warrant, for the purposes of the investigation,



## Appendix 1 for 9.19.: Bylaw 2018-12

- a) enter on any land or premises at any reasonable time, accompanied by any person or bringing with him anything that he considers would be of assistance in making the investigation,
  - b) perform or have performed any tests he considers necessary on the land or premises or anything on them, and
  - c) remove anything from the land or premises
    - (i) that is reasonably pertinent to the matter under investigation, or
    - (ii) that the investigator considers, on reasonable and probable grounds, is or may be evidence of the commission of an offence against this bylaw and/or the Forest and Prairie Protection Act.
- 9.15 The investigator shall, on or before the completion of the investigation, return to the person entitled to it anything removed under subsection (2) (c) unless
- a) it is required as evidence in a prosecution arising out of the investigation, or
  - b) for any other reason it is impossible or impractical to return it.
- 9.16 Before exercising any powers under subsection 9.14, a Fire Guardian shall make reasonable efforts to obtain the co-operation of the owner or person in charge of the land or premises.
- 9.17 In this section, "land or premises" includes vehicles and buildings, whether affixed to the land or not, but does not include a private dwelling.

### Section 10 - Open Fires

- 10.1 No person shall light or cause to be lit an outdoor fire during the fire permit season on land in a permit area unless that person is the holder of an existing fire permit.
- 10.2 No person shall during a fire permit season allow any outdoor fire that is not authorized by a permit issued to him on land that is
- a) in a permit area, and
  - b) owned or occupied by him or under his control.
- 10.3 A person who during a fire season knows or has reason to believe that there is an outdoor fire, not authorized by a permit issued to him, on land that is within a permit area and is owned or occupied by him or under his control, shall
- a) extinguish the fire, or
  - b) if he is unable to extinguish the fire, immediately report the fire to the County Administration, a Fire Guardian, a member of the Royal Canadian Mounted

Police or to the E-9-1-1 Service.

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

### **Section 11 - Offences and Penalties**

- 11.1 Any person who violates any of the provisions of this Bylaw, or who suffers or permits any act or thing to be done in contravention or in violation of any of the provisions of this Bylaw, or who neglects to do or refrains from doing anything required to be done by any of the provisions of this Bylaw, or who does any act or thing or omits any act or thing thus violating any of the provisions of this Bylaw is guilty of an offence.
- 11.2 Nothing in this Bylaw shall be deemed to authorize any fire, burning or other act which is in contravention of the *Environmental Protection and Enhancement Act*, R.S.A. 2000 c. E-12, as well as the *Alberta Safety Codes Act*, R.S.A. 2000 c. S-1 and the *Forest and Prairie Protection Act* and amendments thereto, or any regulation made thereunder, and in the event of any conflict between the

## Appendix 1 for 9.19.: Bylaw 2018-12

provisions of this Bylaw and the said Act(s) or Regulation(s), the provisions of the said Act(s) or Regulation(s) shall govern.

- 11.3 A Bylaw Enforcement Officer, is hereby authorized and empowered to issue a Violation Tag to any person whom the peace officer has reasonable and probable grounds to believe has contravened any provision of this Bylaw. A Violation Tag may be issued to such person:
- a) either personally; or
  - b) by mailing a copy to such person at his last known post office address;
- 11.4 The Violation Tag shall be in a form approved by County of St. Paul No. 19 and shall state:
- a) the name of the person;
  - b) the offence;
  - c) the appropriate penalty for the offence as specified in ~~this Bylaw~~ the penalties bylaw;
  - d) that the penalty shall be paid within thirty (30) days of the issuance of the Violation Tag;
  - e) any other information as may be required by County of St. Paul No. 19;
- 11.5 Any person who contravenes or fails to comply with this Bylaw, any Permit, any condition on a Permit, or with any Order or request directed to him pursuant to this Bylaw, is guilty of an offence and liable, upon the issuance of a Violation Tag, to pay a fine as stated in the County Penalties Bylaw:
- 11.6 Where a contravention of this Bylaw is of a continuing nature, further Violation Tags may be issued by a Bylaw Enforcement officer, provided that no more than one Violation tag shall be issued for each day that the contravention continues;
- 11.7 Where a Violation Tag is issued pursuant to this Bylaw, the person to whom the Violation tag is issued may, in lieu of being prosecuted for the offence, pay to County of St. Paul No. 19 the penalty specified on the Violation Tag;
- 11.8 Nothing in this Bylaw shall prevent a Bylaw Enforcement Officer from immediately issuing a Violation Ticket for mandatory court appearance of any person who contravenes any provision of this Bylaw.
- 11.9 A Bylaw Enforcement Officer is hereby authorized and empowered to issue a Violation Ticket in respect to any contravention or failure to comply with any Permit or condition of a Permit, pursuant to the *Provincial Offences Procedure Act*, R.S.A. 2000, c. P-34, as amended;
- 11.10 If the penalty specified on a Violation Tag is not paid within the prescribed time period, a Bylaw Enforcement officer is hereby authorized and empowered to issue a Violation Ticket pursuant to the *Provincial Offences Procedure Act*;
- 11.11 Any person who contravenes or fails to comply with this Bylaw, any Fire Permit,

## Appendix 1 for 9.19.: Bylaw 2018-12

any condition on a Fire Permit, or with any order or request directed to him pursuant to this Bylaw, is guilty of an offence and liable, upon the issuance of a Violation Ticket, to pay a fine as stated in the County Penalties Bylaw.

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

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

### **Liability of County Representatives**

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

### **Fire Control Agreements**

11.15 The Council may enter into a fire control agreement

- a) With any person.
- b) With any other municipality.
- c) With the Province of Alberta in respect of Crown land in or adjacent to the County.

### **Section 12 - Severability**

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

### **Section 13 - Rescission**

13.1 Bylaw No. 2017-27 is hereby rescinded

Read a first time in Council this 12<sup>th</sup> day of June, A.D. 2018.

Read a second time in Council this 12<sup>th</sup> day of June, A.D. 2018.

Read a third time in Council this 12<sup>th</sup> day of June, A.D. 2018.

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Reeve

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Chief Administrative Officer

**Schedule "B"**  
**COUNTY OF ST. PAUL NO. 19**  
**FIRE PERMIT ISSUANCE**  
**PROCEDURAL GUIDELINES**

**Permit Boundaries**

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

**Permit Period**

Fire permits are required for burning at any time during the year.

All outdoor fires during the year require a permit either in person, fax or email from the County Office, advising of the date the fire will be set, type of fire, and land location. The County will issue a written permit indicating the conditions that the individual shall adhere to. Each permit will expire ~~thirty (30)~~ ten (10) days after issuance.

**Site Inspection**

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

**Safety Hazards**

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

Alberta Provincial Highways; the permit holder must contact the nearest Highway Maintenance office and advise personnel accordingly.

Local Roads; the permit holder must advise the County's Public Works Department and pick up road signage, and place accordingly on the roads affected prior to setting the fire. In the event that a Landowner fails to pick up signs and place, or sets a fire without proper signage, and the Public Works Department becomes aware of the situation and the Public Works Department may set up the necessary signs on roads affected due to a Fire Hazard and all costs of such actions will be borne by the Landowner and collected in accordance with the provisions of the Municipal Government Act (MGA), RSA as amended from time to time.

## Appendix 1 for 9.19.: Bylaw 2018-12

If it is suspected that a fire may cause smoke that could result in an air traffic hazard at or about the St. Paul or Elk Point Airports, the permit holder must advise and/or obtain approval from the St. Paul or Elk Point Airport Commissions.

### **Cancellations**

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

### **Points for Consideration in Issuing a Fire Permit:**

Be informed on current and future weather conditions.

Be familiar with the Forest & Prairie Protection Act, related Regulations, the County's Fire Protection Bylaw and generally accepted burning practices for burnable materials.

Be aware of conditions where it would be unwise to permit the burning of straw and stubble.

Be aware of the circumstances that could result in unnecessarily exposing residents of the burn area to excessive amounts of smoke and odour.

Be aware of the circumstances that could severely restrict visibility on public roadways, railroad crossings and near airports.

Attach conditions to the Fire permit(s) that clearly define the conditions under which the burn is to take place.

Be informed of pending or imminent permit restrictions and bans.

### **Spring Grass, Yard and Meadow Burning:**

Issue permits only under the following conditions:

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

### **Conditions of Permit:**

Suggest not issuing for more than ~~thirty (30)~~ ten 10 days. This is advisable so as to eliminate drastic changes in weather and fire hazards, which can occur in the spring season.

When snow adjacent to forest cover is gone; the field, meadow, etc. on burn site

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must have natural man-made fuel breaks (such as plowed fields, roads) or construction of fireguard must be considered.

Fire must be extinguished prior to permit expiring.

### **Range Improvement in Standing Forest Cover by Burning:**

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

### **Permits for Piles, Re-burn Piles and Windrows:**

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

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

### **Additional Conditions to consider:**

Windrows and brush piles must have been piled according to Forest and Prairie Regulations, on distance and spacing (see "Windrow Construction Directions", following).

Permits may not be issued if the burn site has coniferous standing forest cover on the borders, and adequate separation distance is a concern.

An adequate drying time should be allowed before brush is burned. Two years is recommended.

A permit may not be issued and piles/windrows, etc. should not be burned when conditions are such that ground fires will occur.

A permit may not be issued for burning of any type of fuel on peat type soil. (High in organic matter).

General weather conditions and seasonal weather conditions must be taken into consideration when a permit is being considered for issuance. Particular attention must be given to potential for weather inversions occurring and trapping smoke near the ground in the spring or fall. Consider limiting the number of piles and/or windrows that may be burned at any one time. Co-ordination and scheduling of burning among property owners in a general area is recommended as well. Should



## Appendix 1 for 9.19.: Bylaw 2018-12

conditions dictate, it may be necessary that no permits be issued for a period of time.

Ignition patterns on windrow should be outlined, indicated number of rows or piles to be burned at one time and which ones to light first.

Fire must be extinguished prior to permit expiring.

It is recommended that all persons requesting a fire permit have adequate insurance coverage or add a fire fighting insurance endorsement to their homeowner's policy.

### **Windrow Construction Directions**

Not only is it important that windrows be constructed to meet provincial debris disposal regulations, properly constructed they will burn easier and cleaner.

Try to eliminate as much dirt from the roots and pack windrows as tight as possible.

It is suggested that where practical, windrows should run across the direction of the prevailing wind and each section should not be more than 200 feet in length.

It is recommended that there should be a 50-foot fireguard break between the ends of rows and when they are running parallel to each other there should be a 50-foot fireguard spacing between each windrow. A 75-foot fireguard break between windrows and any uncleared land is also required.

# 11. Upcoming Meetings

- 11.1. JUNE 13 @ 4:00 PM - REVIEW REC STUDY WITH CONSULTANTS
- 11.2. JUNE 19 @ 6:00 PM - JOINT COUNCIL MEETING WITH TOWN OF ST. PAUL
- 11.3. JULY 6 @ 10:00 A.M. - COUNCIL MEETING
- 11.4. JULY 10 - 13 - ASB SUMMER TOUR



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

## Issue Summary Report

**11.1. June 13 @ 4:00 pm - Review Rec Study with Consultants**

**#20180608004**

**Meeting :** June 12, 2018 Council Meeting

**Meeting Date :** 2018/06/12 09:00

**Meeting Type :** Council Meeting

### Additional Information

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**Originated By :** pcorbiere



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## Issue Summary Report

**11.2. June 19 @ 6:00 pm - Joint Council Meeting with Town of St. Paul#20180608003**

**Meeting :** June 12, 2018 Council Meeting

**Meeting Date :** 2018/06/12 09:00

**Meeting Type :** Council Meeting

### Additional Information

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**Originated By :** pcorbiere



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## Issue Summary Report

**11.3. July 6 @ 10:00 a.m. - Council Meeting**

**#20180608005**

**Meeting :** June 12, 2018 Council Meeting

**Meeting Date :** 2018/06/12 09:00

**Meeting Type :** Council Meeting

### Additional Information

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**Originated By :** pcorbiere



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## Issue Summary Report

**11.4. July 10 - 13 - ASB Summer Tour**

**#20180608006**

**Meeting :** June 12, 2018 Council Meeting

**Meeting Date :** 2018/06/12 09:00

**Meeting Type :** Council Meeting

### Additional Information

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

## Issue Summary Report

### 12.1. Budget to Actual

#20180518002

**Meeting :** June 12, 2018 Council Meeting

**Meeting Date :** 2018/06/12 09:00

**Meeting Type :** Council Meeting

#### Background

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

#### Recommendation

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Motion to approve the budget to actual as of May 31, 2018.

#### Additional Information

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**Originated By :** skitz





## Issue Summary Report

### 12.2. Listing of Accounts Payable

#20180518003

**Meeting :** June 12, 2018 Council Meeting

**Meeting Date :** 2018/06/12 09:00

**Meeting Type :** Council Meeting

#### Background

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

#### Recommendation

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Motion to file the listing of Accounts Payable as circulated:

<u>Batch</u>	<u>Cheque Date</u>	<u>Cheque Nos.</u>	<u>Batch Amount</u>
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#### Additional Information

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**Originated By :** pcorbiere



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## Issue Summary Report

### 12.3. Council Fees

**#20180518004**

**Meeting :** June 12, 2018 Council Meeting

**Meeting Date :** 2018/06/12 09:00

**Meeting Type :** Council Meeting

#### **Background**

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Council fees for the month of May will be circulated for Council review.

#### **Recommendation**

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Motion to approve the Council Fees for the Month of May, 2018 as circulated.

#### **Additional Information**

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**Originated By :** tmahdiuk