



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

May 6, 2014

Tuesday, May 06, 2014

Start time 10:00 AM

AGENDA

1. **CALL TO ORDER**
2. **MINUTES**
 - 2.1 **APRIL 8, 2014 (2014/04/08)**
3. **BANK RECONCILIATION**
4. **ADDITIONS TO AGENDA AND ACCEPTANCE OF AGENDA**
5. **BUSINESS ARISING FROM MINUTES**
 - 5.1. **REGIONAL COLLABORATION GRANT - TRAFFIC IMPACT STUDY/AREA STRUCTURE PLAN**
 - 5.2. **CONSTRUCTION OF OWLSEYE ROAD (RGE RD 104)**
 - 5.3. **SIDEWALK TO FOX MEADOWS SUBDIVISION IN HAMLET OF MALLAIG**
6. **DELEGATION**
 - 6.1. **10:30 A.M. - LAKELANDER'S TRAILER CLUB**
 - 6.2. **11:00 A.M. - DWAYNE LINDBERG - REZONING APPLICATION**
 - 6.3. **11:30 A.M. - JIM SAUVE**
 - 6.4. **1:00 P.M. - PUBLIC AUCTION OF LANDS - SET RESERVE BIDS - IN CAMERA**
 - 6.5. **1:30 P.M. - PUBLIC AUCTION OF LANDS**
7. **NEW BUSINESS**
 - 7.1. **DATE FOR JUNE COUNCIL MEETING**
 - 7.2. **DATE FOR JULY COUNCIL MEETING**
 - 7.3. **WORKING ALONE POLICY SAF-43**
 - 7.4. **PRIVATE GRAVEL SALES POLICY PW-59**
 - 7.5. **RAINY DAY POLICY PW-102**
 - 7.6. **2014 EMERGENCY SERVICES GOLF TOURNAMENT**
 - 7.7. **REQUEST FOR SPONSORSHIP FOR PROVINCIAL BADMINTON**
 - 7.8. **FUNDING REQUEST - ELK POINT CANADA DAY CELEBRATIONS**
 - 7.9. **FUNDING REQUEST - CANADA SENIOR GAMES**

- 7.10. **NORTHERN LIGHTS LIBRARY CONFERENCE - SEPTEMBER 18-19**
- 7.11. **PARTNERS IN INJURY REDUCTION REFUND (PIR)**
- 7.12. **BYLAW NO. 2014-09 - AMEND LUB - REZONE NE 34-56-11-W4**
- 7.13. **NORTH SASKATCHEWAN REGIONAL PLAN**
- 7.14. **KING GEORGE SCHOOL SIGN**
- 7.15. **ROAD EASEMENTS**
- 7.16. **MUNI CORR**
- 7.17. **TRAVIS**
- 7.18. **BYLAW NO. 2014-10 - FEE SCHEDULE BYLAW**
- 7.19. **LINEAR ASSESSMENT CHANGE**
- 7.20. **IN CAMERA ITEM**

8. REPORTS

- 8.1. **CAO REPORT**

9. UPCOMING MEETINGS

- 9.1. **MAY 27 @ 10:00 A.M. - PUBLIC WORKS**
- 9.2. **JUNE 2 @ 4:00 P.M. - 4-H BEEF ON A BUN**

10. FINANCIAL

- 10.1. **LISTING OF ACCOUNTS PAYABLE**
- 10.2. **COUNCIL FEES**
- 10.3. **BUDGET TO ACTUAL**

11. ADJOURNMENT



April 8, 2014

Start time : 10:00 AM

MINUTES

CALL TO ORDER

The 628th meeting of the Council of the County of St. Paul No. 19 was called to order by Reeve Steve Upham at 10:02 a.m., Tuesday, April 8, 2014 at the County Office in St. Paul, there being present the following:

Reeve Steve Upham	
Councillor Glen Ockerman	Division 1
Councillor Dwight Dach	Division 2
Councillor Cliff Martin	Division 3
Councillor Maxine Fodness	Division 4
Councillor Frank Sloan	Division 5
Councillor Laurent Amyotte	Division 6
Sheila Kitz	CAO
Tim Mahdiuk	Assistant CAO
Phyllis Corbiere	Executive Assistant
Leo deMoissac	Public Works Superintendent
Kyle Attanasio	Municipal Intern
Janice Huser	St. Paul Journal

MINUTES

Resolution #CM20140408.1001

Moved By: Councillor Cliff Martin

Motion to approve minutes of the March 11, 2014 Council Meeting with the following correction

Resolution #CM20140311.1012 - Add Reeve Upham - For

CARRIED

Resolution #CM20140408.1002

Moved By: Councillor Frank Sloan

Motion to approve the minutes of the March 17, 2014 Special Council Meeting with the following corrections:

Start Time should read 3:45 p.m.

Delete Councillor A. Corbiere replace with Councillor L. Amyotte

CARRIED

BANK RECONCILIATION

Resolution #CM20140408.1003

Moved By: Councillor Maxine Fodness

Motion to adopt the Bank Reconciliation for the month of March, 2014.

CARRIED

ADDITIONS TO AGENDA AND ACCEPTANCE OF AGENDA

The following additions were made to the agenda:

7.41 Request to Name Road - Kalynchyk Road

7.42 St. Paul Education - Request for Ashmont & Mallaig Fire Halls

Resolution #CM20140408.1004

Moved By: Councillor Glen Ockerman

Motion to adopt the agenda for the Regular Meeting of Council for the April 8, 2014 Council meeting with the above noted additions.

CARRIED

**WEED APPEAL
PANEL**

Resolution #CM20140408.1005

Moved By: Councillor Maxine Fodness

Motion to rescind motion CM20131119.1036 which reads that administration will advertise for members at large for the weed/pest appeal board.

CARRIED

Resolution #CM20140408.1006

Moved By: Councillor Dwight Dach

Motion to appoint James Capjack, Louis Dechaine, Allan Tkachyk and Ron Wirsta as members-at-large for the Weed/Pest Appeal Board.

CARRIED

**SALE OF ASB
INSECTICIDE
SPRAYER**

Resolution #CM20140408.1007

Moved By: Councillor Frank Sloan

Motion to ratify advertising the 100 gallon insecticide sprayer for sale along with the other equipment which had been approved at the February and March Council meetings, as per the recommendation of the Ag Service Board.

CARRIED

**OPEN BIDS FOR
SALE OF USED
EQUIPMENT**

Sealed envelopes containing bids on the equipment that was advertised for sale in the St. Paul Journal and Elk Point Review were opened in the presence of Council. The bidders' names and bid amounts were recorded by Administration.

Resolution #CM20140408.1008

Moved By: Councillor Cliff Martin

Motion to table the item until later during the meeting until public works staff is able to verify the information in the bids.

**GFOA
FUNDAMENTAL
WORKSHOP - APRIL
9-11**

Resolution #CM20140408.1009

Moved By: Councillor Glen Ockerman

Motion to approve Darlene Smereka to attend the Government Finance Officers' Association Fundamentals Workshop from April 9-11, 2014 in Morinville.

CARRIED

**CREATING RURAL
CONNECTIONS 2014
- MUNICIPAL
SUSTAINABILITY -
MAY 26**

Resolution #CM20140408.1010

Moved By: Councillor Dwight Dach

Motion to approve Sheila Kitz to attend the one-day workshop on Municipal Sustainability hosted by Grant MacEwan on May 26, 2014.

CARRIED

**PENSION E-NEWS -
MAY 28**

Resolution #CM20140408.1011

Moved By: Councillor Frank Sloan

Motion to approve Tim Mahdiuk to attend the Employer Workshop offered by Alberta Pensions Services Corporations on May 28, 2014 in Edmonton.

CARRIED

**LAC SANTE FAMILY
RECREATION
SOCIETY**

Resolution #CM20140408.1012

Moved By: Councillor Frank Sloan

Motion to refer the meeting with Lac Sante Family Recreational Society and Alberta Environment and Sustainable Resource Development to the local councillor.

CARRIED

**NORTH SASK.
REGIONAL
ADVISORY COUNCIL**

Resolution #CM20140408.1013

Moved By: Councillor Cliff Martin

Motion to file for information.

CARRIED

**SENIOR
TRANSPORTATION
GRANT**

Resolution #CM20140408.1014

Moved By: Councillor Dwight Dach

Motion to approve a \$1,000 Transportation grant for the Mallaig & District Seniors Citizens Club and to approve \$5000 for the Heritage

Lodge Auxiliary Society to help offset the costs of operating their handivan.

CARRIED

**10:30 A.M. - PUBLIC
HEARING BYLAW
NO. 2014-03 - LEASE
LOT 28ER, BLOCK 2,
PLAN 8023220**

Resolution #CM20140408.1015

Moved By: Councillor Cliff Martin

Motion to adjourn the meeting and proceed to Public Hearing scheduled for 10:30 a.m. to discuss Bylaw No. 2014-03, to renew the lease on Lot 28ER, Block 2, Plan 8023220.

CARRIED

Reeve Upham called the Public Hearing to order at 10:32 a.m.

Krystle Fedoretz, Planning Department, informed Council that the public hearing was advertised according to Section 606 of the MGA and the adjacent landowners were notified.

There was no one present to speak in opposition to or in favor of proposed Bylaw No. 2014-03 and there were no written submissions.

Reeve Upham declared the Public Hearing closed at 10:33 a.m.

Resolution #CM20140408.1016

Moved By: Councillor Glen Ockerman

Motion to give second reading to Bylaw No. 2014-03, which is a bylaw to lease Lot 28ER, Block 2, Plan 8023220.

CARRIED

Resolution #CM20140408.1017

Moved By: Councillor Dwight Dach

Motion to give third and final reading to Bylaw No. 2014-03.

CARRIED

**FUNDING FOR
PROVINCIAL
CHAMPIONSHIP - ST.
PAUL LIONS
FOOTBALL CLUB**

Resolution #CM20140408.1018

Moved By: Councillor Maxine Fodness

Motion to approve a \$1,000 donation for the St. Paul Lions Football Club to assist with the expenses of hosting a Provincial football game, as per policy ADM-51.

CARRIED

**EMPLOYEE/COUNCIL
SERVICE AWARDS
PER-15**

Resolution #CM20140408.1019

Moved By: Councillor Cliff Martin

Motion to approve the amendments to Policy PER-15 as they relate to changes to the County's retirement and long service award procedures, as per the recommendations of the Policy Committee.

CARRIED

**FAX MACHINES/
LAPTOPS/PRINTERS
POLICY PER-16**

Resolution #CM20140408.1020

Moved By: Councillor Maxine Fodness

Motion to approve the amendments to Policy PER-16 as they relate to new procedures for Council's use of fax machines, laptops and printers, as per the recommendations of the Policy Committee.

CARRIED

**HOURS OF WORK
POLICY PER-18**

Resolution #CM20140408.1021

Moved By: Councillor Dwight Dach

Motion to approve amendments to Policy PER-18 as they relate to changes to the County's hours of work procedures, as per the recommendations of the Policy Committee.

CARRIED

**OVERTIME POLICY
PER-21**

Resolution #CM20140408.1022

Moved By: Councillor Frank Sloan

Motion to approve amendments to Policy PER-21, as they relate to the implementation of changes to the County's overtime procedures, as per the recommendations of the Policy Committee.

CARRIED

**VACATION POLICY
PER-33**

Resolution #CM20140408.1023

Moved By: Councillor Maxine Fodness

Motion to approve the amendments to Policy PER-33 as they relate to vacation procedures for full-time employees, as per the recommendations of the Policy Committee.

CARRIED

**INSPECTION POLICY
SAF-39**

Resolution #CM20140408.1024

Moved By: Councillor Cliff Martin

Motion to approve amendments to Policy SAF-39 as they relate to the implementation of semi-annual safety inspections, as per the recommendations of the Policy Committee.

CARRIED

**SPRAYING NOXIOUS
WEEDS ON PRIVATE
LAND POLICY
ASB-84**

Resolution #CM20140408.1025

Moved By: Councillor Dwight Dach

Motion to approve the amendments to Policy ASB-84 as they relate to the changes to the County's management of spraying on private land, as per the recommendations of the Policy Committee.

CARRIED

**MECHANICS'
ALLOWANCE
POLICY PW-100**

Resolution #CM20140408.1026

Moved By: Councillor Glen Ockerman

Motion to approve Policy PW-100 as it relates to the implementation of a mechanics' allowance, as per the recommendations of the Policy Committee.

CARRIED

**ON-CALL POLICY
PW-101**

Resolution #CM20140408.1027

Moved By: Councillor Laurent Amyotte

Motion to approve Policy PW-101 as it relates to the implementation of procedures to manage employees who are on-call, as per the recommendations of the Policy Committee.

CARRIED

**AUDITED FINANCIAL
STATEMENTS**

Resolution #CM20140408.1028

Moved By: Councillor Cliff Martin

Motion to move \$318,131 from unrestricted surplus to restricted surplus in the 2013 Financial Statements - representing the unspent debenture taken out for the completion of the fire halls.

CARRIED

Resolution #CM20140408.1029

Moved By: Councillor Maxine Fodness

Motion to move \$1,242,355 from unrestricted surplus to restricted surplus in the 2013 Audited Financial Statements - representing the amount of the short term loan still owing July 1, 2014 for the pavement of Northern Valley Road which is budgeted to be paid off in 2014.

CARRIED

Resolution #CM20140408.1030

Moved By: Councillor Dwight Dach

Motion to approve the 2013 Audited Financial Statements for the County of St. Paul No. 19 as presented.

CARRIED

**2014 MUNICIPAL
OPERATING AND
CAPITAL BUDGET**

Resolution #CM20140408.1031

Moved By: Councillor Cliff Martin

Motion to approve the following 2014 Municipal Operation and Capital Budget as per section 242(1) of the M.G.A.

Operating and Capital Revenues	\$29,920,669
Debenture and Funding from Restricted Surplus	\$ 6,560,486
Operating Expenses	\$24,492,310
Capital Expenditures	\$11,852,895
Surplus	\$ 135,950

CARRIED

MILL RATE BYLAW
NO. 2014-06

Resolution #CM20140408.1032
Moved By: Councillor Maxine Fodness
Motion to give first reading to Bylaw No. 2014-06, Mill Rates for the 2014 taxation year.

CARRIED

Resolution #CM20140408.1033
Moved By: Councillor Dwight Dach
Motion to give second reading to Bylaw No. 2014-06.

CARRIED

Resolution #CM20140408.1034
Moved By: Councillor Laurent Amyotte
Motion to present Bylaw No. 2014-06 at this meeting for third and final reading.

CARRIED UNANIMOUSLY

Resolution #CM20140408.1035
Moved By: Councillor Cliff Martin
Motion to give third reading to Bylaw No. 2014-06.

CARRIED

2014 STRAGETIC
PLAN - 1ST
QUARTER

Resolution #CM20140408.1036
Moved By: Councillor Maxine Fodness
Motion to accept the first quarter of the 2014 Strategic Plan as presented.

CARRIED

RFP FOR AUDITING
SERVICES

Resolution #CM20140408.1037
Moved By: Councillor Laurent Amyotte
Motion that administration send out a request for proposal for auditing services for the County for a 4 year term - 2014-2017.

CARRIED

RFP FOR
ASSESSMENT
SERVICES

Resolution #CM20140408.1038
Moved By: Councillor Maxine Fodness
Motion to table the discussions on an RFP for Assessment Services until later during the meeting with the In Camera items.

CARRIED

FUNDING INCREASE
FOR LARA

Resolution #CM20140408.1039
Moved By: Councillor Dwight Dach
Motion that administration send a letter to the MD of Bonnyville and Lac La Biche County advising that the County of St. Paul has increased their funding allocation for LARA and encouraging them to do the same to help cover the shortfall in the 2014 budget.

CARRIED

BINS AT LAC
BELLEVUE

Resolution #CM20140408.1040
Moved By: Councillor Cliff Martin
Motion that administration proceed with exploring a new site for the garbage bins at Lac Bellevue, as the current location is being considered to develop additional camping stalls.

CARRIED

11:00 A.M. - KALYNA
COUNTRY

Sheila Neil, Office Manager with Kalyna Country Ecomuseum was admitted to the Council Room at 11:00 a.m. She presented Council with a map that is being used to promote day trips through Kalyna

Country. The map was designed specifically to get people out to the area and is circulated with their attractions map. Mrs. Neil then requested information on the County campgrounds and lakes. The delegation left the Council Room at 11:20 a.m.

INFORMATION

**BYLAW NO. 2014-07 -
AMEND LUB -
REZONE PNE
4-57-7-W4**

Resolution #CM20140408.1041

Moved By: Councillor Dwight Dach

Motion to give first reading to Bylaw No. 2014-07, to amend Land Use Bylaw No. 2013-50, at is relates to rezoning Lot 1, Block 1, Plan 1321865 in NE 4-57-7-W4 from Agricultural to Industrial Commercial.

CARRIED

**11:30 A.M. - IAN FOX,
FIELD OFFICER,
ALBERTA
EMERGENCY
MANAGEMENT
AGENCY**

Ian Fox, Field Officer with Alberta Emergency Management Agency was admitted to the Council Room at 11:30 a.m. to talk to Council about the proposed Emergency Livestock Response. Mr. Fox is currently gathering information on the number of accidents that occurred where an Emergency Livestock Trailer would have been useful. He has also been in contact with Two Hills and Smoky Lake and is getting information on whether a regional system could service the whole area. Mr. Fox advised Council that the total cost to set up a trailer would be approximately \$17,000. He is also working on an agreement with the St. Paul Ag Society for them to respond to emergencies. The delegation left the Council Room at 11:50 a.m.

INFORMATION

**BYLAW NO. 2014-08 -
AMEND LUB -
REZONE PART LOT
4A, BLOCK 1, PLAN
0929666**

Resolution #CM20140408.1042

Moved By: Councillor Cliff Martin

Motion to give first reading to Bylaw No. 2014-08, to amend Land Use Bylaw No. 2013-50, as it relates to rezoning Part Lot 4A, Block 1, Plan 0929666 from Agricultural to Country Residential One.

DEFEATED

**SUBDIVISION
APPLICATION - NE
1-58-10-W4**

Resolution #CM20140408.1043

Moved By: Councillor Frank Sloan

Motion to approve the requirement for Municipal Reserves on phase 2 of the subdivision application on NE 1-58-10-W4 at the rates set out in the previous Land Use Bylaw instead of current rates, as the subdivision was started prior to the Land Use Bylaw being amended and because of circumstances on an adjacent property which affected the development, the developer had to proceed with the development in two phases. This is the only situation where the Municipal Reserve change in the new Land Use Bylaw will adversely affect a development in progress.

CARRIED

Resolution #CM20140408.1044

Moved By: Councillor Cliff Martin

Motion to waive the new subdivision application fees for phase 2 of the subdivision in NE 1-58-10-W4 as the Subdivision Authority is unable to change the conditions set on the current application.

CARRIED

Reeve Upham recessed the meeting at 12:00 p.m. and reconvened the meeting at 1:02 p.m. with all members present, except Councillor D. Dwight.

**ROAD
CANCELLATION -
PLAN 717ET IN
SECTION 5-57-5-W4**

Resolution #CM20140408.1045

Moved By: Councillor Frank Sloan

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

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

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

Firstly, closure all that portion of Road Plan 717ET in NW 5-57-5-W4 containing 0.397 hectares (0.98 acres) more or less;

Secondly, closure all that portion of Road Plan 717ET in NE 5-57-5-W4 containing 0.539 hectares (1.33 acres more or less;

Third, closure all that portion of Road Plan 717ET in SW 5-57-5-W4 containing 4.86 hectares (12.0 acres) more or less;

Final, closure all that portion of Road Plan 717ET in SE 5-57-5-W4 containing 1.125 hectares (2.78 acres) more or less, excepting thereout all mines and minerals.

Cancelled portions to be consolidated with respective titles.

CARRIED

**ROAD
CANCELLATION -
PLAN 816ET IN
NW/SW 4-57-5-W5**

Resolution #CM20140408.1046

Moved By: Councillor Cliff Martin

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

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

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

Firstly, closure all that portion of Road Plan 816ET in NW 4-57-5-W4 containing 1.56 hectares (3.86 acres) more or less;

Secondly, closure all that portion of Road Plan 816ET in SW 4-57-5-W4 containing 0.057 hectares (.014 acres) more or less, excepting thereout all mines and minerals.

Cancelled portions to be consolidated with respective titles.

CARRIED

**ROAD
CANCELLATION -
PLAN 874KS IN NE
4-57-5-W5**

Resolution #CM20140408.1047

Moved By: Councillor Maxine Fodness

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

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

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

Firstly, closure all that portion of Road Plan 874KS in NE 4-57-5-W4.

Secondly, closure all that portion of Road Plan 874KS in SE 4-57-5-W4 shown within Plan 142_ _ _ , excepting thereout all mines and minerals.

Cancelled portions to be consolidated with respective titles.

CARRIED

ROAD EASEMENTS

Resolution #CM20140408.1048

Moved By: Councillor Cliff Martin

Motion to approve the following easements required to purchase property to correctly register an existing road:

Range Road 61 in SW & NW 13-57-6-W4 - Holley Road

W 1/2 SW 13-57-6-W4

Edward & Karen Pankratow

S 1/2 NW 13-57-6-W4

Malcolm John Paxton

Range Road 80 in SW & NW 19-56-7-W4

SW 19-56-7-W4

Shane and Jodi Smith

NW 19-56-7-W4

Raymond Danyluk

CARRIED

OWLSEYE ROAD

Resolution #CM20140408.1049

Moved By: Councillor Glen Ockerman

Motion to table discussions on the Owlseye Road until later in the meeting, during the in camera sessions.

CARRIED

REGIONAL
EMERGENCY
MANAGEMENT PLAN

Resolution #CM20140408.1050

Moved By: Councillor Glen Ockerman

Motion to appoint Councillor C. Martin and Councillor M. Fodness as alternate to the committee to develop a Regional Emergency Management Plan.

CARRIED

ST. PAUL AIRPORT
CRACKFILLING

Resolution #CM20140408.1051

Moved By: Councillor Cliff Martin

Motion to accept the quote from Blue Sky Coatings Ltd. for crack filling at the St. Paul Airport for a total of \$42,763 subject to the approval of the Town of St. Paul.

CARRIED

REGIONAL
COLLABORATION
GRANT - TRAFFIC
IMPACT
STUDY/AREA
STRUCTURE PLAN

Resolution #CM20140408.1052

Moved By: Councillor Glen Ockerman

Motion to table a decision on whether or not to support the Regional Collaboration Grant with the Town of St. Paul to undertake an Area Structure Plan and traffic Impact Assessment of the area south of TWP 582 between 57 Street and Highway 881, for more information.

CARRIED

1:15 P.M. - LAURIER
DECHAIINE, MALLAIG
PARISH COUNCIL

Laurier Dechaine was admitted to the Council Room at 1:15 p.m. to speak with Council about building a sidewalk between the Mallaig Catholic Rectory and the residence to the east on SE 25-60-10-W4, to serve as a foot access from Fox Meadows to the Arena/Hall/Curling rink. Council agreed to proceed with negotiations with the adjacent landowners and build the sidewalk.

Resolution #CM20140408.1053

Moved By: Councillor Glen Ockerman

Motion that administration proceed with negotiations with the adjacent landowner to secure property for a sidewalk east of the Catholic Rectory (SE 25-60-10-W4) in the hamlet of Mallaig.

CARRIED

REQUEST FOR
LETTER OF
SUPPORT FOR YEAR

Resolution #CM20140408.1054

Moved By: Councillor Cliff Martin

Motion to support the St. Paul Farmer's Market in their application to

ROUND FARMER'S MARKET	<p>Alberta Agriculture to run a year round Farmer's Market.</p> <p>CARRIED</p>																				
REQUEST TO TRANSFER LAND LEASE TO ASHMONT VOLUNTEER FIRE DEPARTMENT ASSN.	<p>Resolution #CM20140408.1055 Moved By: Councillor Frank Sloan Motion to cancel the 25-year lease with the Ashmont Senior Citizens Club on the NE 6-60-10-W4 (10516 - HWY 28), at their request.</p> <p>CARRIED</p> <p>Resolution #CM20140408.1056 Moved By: Councillor Maxine Fodness Motion that the Ashmont Volunteer Fire Department Association apply to become an Additional Named Insured under the County's insurance policy with Jubilee Insurance Agencies for the NE 6-60-10-W4.</p> <p>CARRIED</p> <p>Resolution #CM20140408.1057 Moved By: Councillor Glen Ockerman Motion to enter into a 25-year lease with the Ashmont Volunteer Fire Department Association for the NE 6-60-10-W4 (10516 - HWY 28), upon meeting the requirements to become an Additional Named Insured under the County's Insurance Policy with Jubilee Insurance.</p> <p>CARRIED</p>																				
REQUEST TO NAME ROAD - KALYNCHUK ROAD	<p>Resolution #CM20140408.1058 Moved By: Councillor Glen Ockerman Motion to approve the request from Rick Kalynchuk to name Range Road 53 starting at Township Road 560 and going north 2 miles "Kalynchuk Road" and that the signs be erected at no expense to the County.</p> <p>CARRIED</p>																				
ST. PAUL EDUCATION - REQUEST FOR ASHMONT & MALLAIG FIRE HALLS	<p>Resolution #CM20140408.1059 Moved By: Councillor Frank Sloan Motion to table the letter from St. Paul Education Regional Division No. 1 regarding their interest in attaining the Ashmont and Mallaig Fire Halls until Council can explore all options for the use of the Ashmont and Mallaig Fire Halls.</p> <p>CARRIED</p>																				
OPEN BIDS FOR SALE OF USED EQUIPMENT	<p>Resolution #CM20140408.1060 Moved By: Councillor Cliff Martin Motion to accept the highest bid for each item as indicated below:</p> <table> <tr> <th><u>Equipment/Serial No.</u></th><th><u>Amount</u></th></tr> <tr> <td>2004 Ford F150 XLT 4x4 (1FTPW14534FA07536)</td><td>\$ 160.00</td></tr> <tr> <td>1997 Ford F250 4x4 (1FTHF26H3VEB15471)</td><td>\$1,405.00</td></tr> <tr> <td>1998 Goertzen Beavertail Trailer (2W2TB3038W0006587)</td><td>\$9,500.00</td></tr> <tr> <td>100 Gallon Insecticide Sprayer</td><td>\$ 800.00</td></tr> <tr> <td>2003 Wheatheart Post Pounder (03-02-14OR)</td><td>\$3,800.00</td></tr> <tr> <td>PTO Operated Mixer (rototiller)</td><td>\$ 600.00</td></tr> <tr> <td>Homemade Steel Drum Packer</td><td>\$ 800.00</td></tr> <tr> <td>Pull Type Sheepsfoot Packer</td><td>\$4,150.00</td></tr> <tr> <td>2004 Control Trailer w/CAT 3412</td><td>\$62,500.00</td></tr> </table> <p>and to retain ownership of the CAT815 packer as the highest bid is too low.</p> <p>CARRIED</p>	<u>Equipment/Serial No.</u>	<u>Amount</u>	2004 Ford F150 XLT 4x4 (1FTPW14534FA07536)	\$ 160.00	1997 Ford F250 4x4 (1FTHF26H3VEB15471)	\$1,405.00	1998 Goertzen Beavertail Trailer (2W2TB3038W0006587)	\$9,500.00	100 Gallon Insecticide Sprayer	\$ 800.00	2003 Wheatheart Post Pounder (03-02-14OR)	\$3,800.00	PTO Operated Mixer (rototiller)	\$ 600.00	Homemade Steel Drum Packer	\$ 800.00	Pull Type Sheepsfoot Packer	\$4,150.00	2004 Control Trailer w/CAT 3412	\$62,500.00
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Pull Type Sheepsfoot Packer	\$4,150.00																				
2004 Control Trailer w/CAT 3412	\$62,500.00																				
CAO REPORT	<p>Resolution #CM20140408.1061 Moved By: Councillor Cliff Martin Motion to file the CAO Report as presented.</p> <p>CARRIED</p> <p>Resolution #CM20140408.1062</p>																				

**LISTING OF
ACCOUNTS
PAYABLE**

Moved By: Councillor Maxine Fodness
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>
17568	March 1, 2014	19327-19328	\$ 2,102.50
17589	March 1, 2014	19329-19339	\$ 30,528.30
17615	March 25, 2014	19340-19488	\$449,290.48

CARRIED

BUDGET TO ACTUAL

Resolution #CM20140408.1063
Moved By: Councillor Glen Ockerman
Motion to approve the budget to actual as of March 31, 2014.

CARRIED

COUNCIL FEES

Resolution #CM20140408.1064
Moved By: Councillor Frank Sloan
Motion to approve the Council Fees for the Month of February, 2014 as circulated.

CARRIED

**2:00 P.M. - URBAN
SYSTEMS - WATER
FOR LIFE**

Golnez Azimi, Mike Hopkins and Matt Brassard were admitted to the Council Room at 2:00 p.m. to provide an update on the project based on the revised cost of water, to determine the most suitable option for delivery of water to the County and to discuss servicing options. Following the presentation, the delegation left the Council Room.

IN CAMERA

Resolution #CM20140408.1065
Moved By: Councillor Glen Ockerman
Motion to go in camera to discuss staffing and legal issues.
Time: 3:08 p.m.

CARRIED

Resolution #CM20140408.1066
Moved By: Councillor Cliff Martin
Motion to revert to an open meeting.
Time: 3:45 p.m.

CARRIED

Resolution #CM20140408.1067
Moved By: Councillor Glen Ockerman
Motion to accept the Parks Salary gird as amended, effective for the 2014 season.

CARRIED

Resolution #CM20140408.1068
Moved By: Councillor Cliff Martin
Motion that administration send out one Request for Proposal (RFP) for assessment services for both Industrial Assessment and General/Annual Assessment commencing September 1, 2014. These contracts to be for a four year term with the option of renewing for an additional four year term.

CARRIED

Resolution #CM20140408.1069
Moved By: Councillor Frank Sloan
Motion to table a decision on how to proceed with the Owlseye Road (Range Road 104).

CARRIED

Resolution #CM20140408.1070
Moved By: Councillor Frank Sloan
Motion that administration draft a deferred service agreement with the owners of NW 27-58-8-W4 for the construction of a roadway required to give access to the proposed subdivision.

CARRIED

Resolution #CM20140408.1071
Moved By: Councillor Cliff Martin
Motion to waive the subdivision fees for the owners of NW 27-58-8-W4.

CARRIED

2:00 P.M. - URBAN
SYSTEMS - WATER
FOR LIFE

Resolution #CM20140408.1072
Moved By: Councillor Frank Sloan
Motion to table a decision on how to proceed with the water for life
funding.

CARRIED

ADJOURNMENT

Business on the agenda being concluded, Chairman S. Upham
adjourned the meeting. Time: 3:35 p.m.

These minutes approved this 6th day of May, 2014.

Reeve

Chief Administrative Officer



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

Issue Summary Report

5.1. REGIONAL COLLABORATION GRANT - TRAFFIC IMPACT STUDY/AREA STRUCTURE PLAN

#20140501002

Meeting : May 6, 2014

Meeting Date : 2014/05/06 10:00

Background

At the April Meeting, Council tabled the request from the Town of St. Paul to support their application for a Regional Collaboration Grant to undertake an Area Structure Plan and Traffic Impact Assessment of the area south of TWP 582 between 57 Street and Highway 881, pending more information.

After the meeting with the Town of St. Paul, it was determined that the proposed Area Structure Plan would provide Council and Planning and Development direction when determining future zoning in the area. The Traffic Impact Assessment Study will also provide Council with information on what standard of a road would be required if they decided to rebuild it in the future.

Recommendation

Motion to support the Regional Collaboration Grant with the Town of St. Paul to undertake an Area Structure Plan and Traffic Impact Assessment half a mile south and half a mile north of Twp Rd 582 between Rge Rd 95 and Hwy 881 (as per the attached map) and that the Town of St. Paul will be the managing partner for this grant application.

Additional Information

Originated By : skitz

Legend



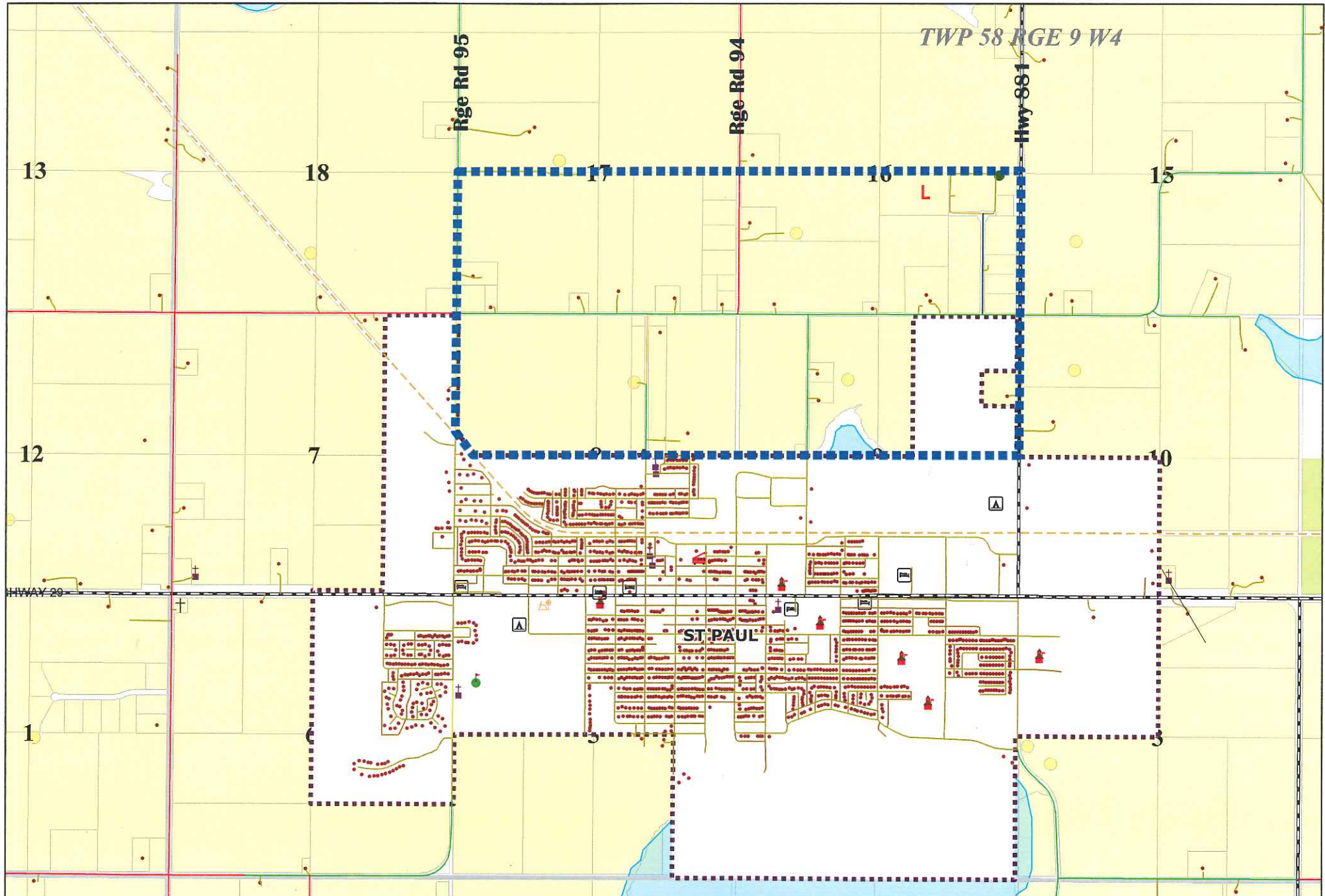
Town of St. Paul



County of St. Paul



Proposed ASP Area





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Issue Summary Report

5.2. CONSTRUCTION OF OWLSEYE ROAD (RGE RD 104)

#20140501008

Meeting : May 6, 2014

Meeting Date : 2014/05/06 10:00

Background

Approval of the County's permit to cross a wetland on RR 104 was reversed following the Environmental Appeal Board Hearing and subsequent ruling by the Minister of AESRD. The Council discussed three options at the April Council meeting and April Public Works meeting. These options included:

- Doing nothing
- Re-apply for a permit
- Appeal the decision to the court

Council has determined that there is considerable public need for the road as well as safety issues with the existing traffic through Owlseye and building range road 104 would divert most of the traffic from Owlseye. Council has decided that it would be in the best interest of these rate payers to apply for the permit to cross the wetland.

Recommendation

Motion that administration submit an application to Alberta Environment and Sustainable Resource Development to cross the wetland on RR 104.

Additional Information

Originated By : skitz



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Issue Summary Report

5.3. SIDEWALK TO FOX MEADOWS SUBDIVISION IN HAMLET OF MALLAIG

#20140501006

Meeting : May 6, 2014

Meeting Date : 2014/05/06 10:00

Background

At the April meeting, Council passed a motion to proceed with negotiations with the adjacent landowner to secure property for a sidewalk east of the Catholic Rectory in the Hamlet of Mallaig. Administration entered into an agreement with the adjacent landowners to purchase property and erect a chain link fence on the west side of their property which will run parallel to the sidewalk.

Recommendation

Motion that administration proceed with building a sidewalk from Park Avenue north to the Fox Meadows Subdivision in the hamlet of Mallaig.

Motion to allocate the funding from the 2014 Streets Improvement Program to this Mallaig Sidewalk project.

Additional Information

Originated By : pcorbiere



County of St Paul No 19
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Issue Summary Report

6.1. 10:30 A.M. - LAKELANDER'S TRAILER CLUB

#20140501001

Meeting : May 6, 2014

Meeting Date : 2014/05/06 10:00

Background

Brad Shapka will be in to give Council an update on the road construction and to request an extension for their agreement for the 2014 camping season. They are hoping that this is the last year they will need access through the park.

A copy of the Agreement for the 2013 camping season is attached.

Recommendation

Motion to approve the Short Term Access Agreement for the Lakelander's Trailer Club through Floatingstone Municipal Park to MLL Lease No. 2202 located in NW 29-60-11-W4.

Additional Information

Originated By : pcorbiere

June 26, 2013

Lakelander's Trailer Club
4417-51 Street
St. Paul, Alberta T0A 3A2

Attention: Brad Shapka

Dear Mr. Shapka:

Re: Short Term Access through Floatingstone Municipal Park

County Council at their June 11, 2013 Council Meeting resolved to provide the Lakelander's Trailer Club access through Floatingstone Municipal Park to MLL Lease No. 2202 located at NW 29-60-11-W4th during the 2013 camping season with the following conditions:

- All members of Lakelander's Trailer Club will follow Floatingstone Municipal Park rules. This applies to all rules, however as per our discussion it is imperative that:
 - Park hours are followed – park gates close at 11:00 p.m. and re-open at 8:00 a.m. (deviation from these hours must be negotiated with park attendant in advance)
 - Speed limit must be complied with.
 - No use of shower facilities for Lakelander's Trailer Club members – showers are for the use of campers only.
 - Club members will not be able to purchase firewood at the Park – the sale of firewood is for campers only.
- Lakelander's Trailer Club members will no longer have keys to the main park gate. All keys will be returned (approx 22) to the County of St. Paul – Tim Mahdiuk. These keys will be available to club members following the 2013 camping season in order for members to access their lease in the fall.
- Lakelander's Trailer Club members and County staff will have keys to the gate near Group "C" leading to your crown lease.
- The Lakelander's Trailer Club will undertake the building of a road that will provide them an alternate access to their crown lease during 2013. They will also provide an update to the County regarding the progress of this access by March 31, 2014.

Appendix 1 for 6.1.: Lakelander's Trailer Club Agreement

Please indicate that you agree with the above conditions for access through Floatingstone Municipal Park for the 2013 camping season by signing one copy of this letter and returning it to the County.

Sincerely,

Sheila Kitz, CLGM
Chief Administrative Officer

The Lakelander's Trailer Club agrees to the conditions of access through Floatingstone Municipal Park for the 2013 camping season as outlined above.

Date

Brad Shapka



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

Issue Summary Report

6.2. 11:00 A.M. - DWAYNE LINDBERG - REZONING APPLICATION #20140501005

Meeting : May 6, 2014

Meeting Date : 2014/05/06 10:00

Background

Dwayne Lindberg will be in to speak to Council about his application to rezone 40 acres in the SE 5-59-10-W4 from Agriculture to Country Residential as well as to discuss access to the property.

Recommendation

If Council agrees to proceed with the Rezoning Application we will require a motion to give first reading to the Bylaw.

Additional Information

Originated By : kfedoretz

COUNTY OF ST. PAUL REZONING APPLICATIONName of Applicant: DWAYNE LINDBERG Email: _____Mailing Address: Box 708 ST. Paul ABTelephone (Home): 780-645-2741 (Business): _____ (Fax): _____Registered Owner (if not applicant): DWAYNE & MARGARET LINDBERGMailing Address: Box 708 ST. Paul ABTelephone (Home): 780-645-2741 (Business): _____ (Fax): _____**1. LEGAL DESCRIPTION OF LAND TO BE SUBDIVIDED:**

- a) All / part of the SE $\frac{1}{4}$ 5 section 59 township 10 ~~X~~ range W4M
- b) Being all / parts of Lot _____ Block _____ Registered Plan _____
- c) Total area of the above parcel of land to be rezoned is 40 acres _____ (hectares)

2. ZONING INFORMATION:

- a) Current Zoning as per the Land Use Bylaw 2013-50: Agriculture (A)
- b) Desired Zoning as per the Land Use Bylaw 2013-50: Country Residential One (CR1)
- c) Proposed use as per the Land Use Bylaw 2013-50: Single Detached Dwellings
- d) Is the proposed use a permitted or discretionary use: Permitted
- e) Is the proposed parcel located within an Area Structure Plan or Inter-municipal Development Plan? No
- f) Information in support of the rezoning:

Benefit for the community and
the County as a place for people
to live in the country and enjoy life.

Appendix 1 for 6.2.: Rezoning Application

3. LOCATION OF LAND TO BE REZONED:

- a) Is the land situated immediately adjacent to the municipal boundary? Yes JA No ✓

If "yes", the adjoining municipality is _____

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

If "yes" the highway is No. _____

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

If "yes", state its name _____

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

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

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

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

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

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

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

4. PHYSICAL CHARACTERISTICS OF LAND TO BE SUBDIVIDED:

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

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

SOME BRUSH & FEW SPRUCE & OPEN LAND

5. WATER SERVICES:

- a) Existing Source of Water: NO WATER.

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

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

Appendix 1 for 6.2.: Rezoning Application

6. SEWER SERVICES:

- a) Existing sewage disposal: NONE
- b) Proposed sewage disposal: UP TO NEW OWNERS.

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

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

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

Appendix 1 for 6.2.: Rezoning Application

REGISTERED OWNER OR PERSON ACTING ON BEHALF:

I, DWAYNE LINDBERG & MARGARET LINDBERG hereby certify that (check one):

☒ I am the registered owner; or

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

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

Agent Signature

Date

Owner Signature

Date

Owner Signature

Date

NORTH

3 ACRES
OF WATER



S.E. 5-59-10

X

GAS & POWER



10 AC.

10 AC

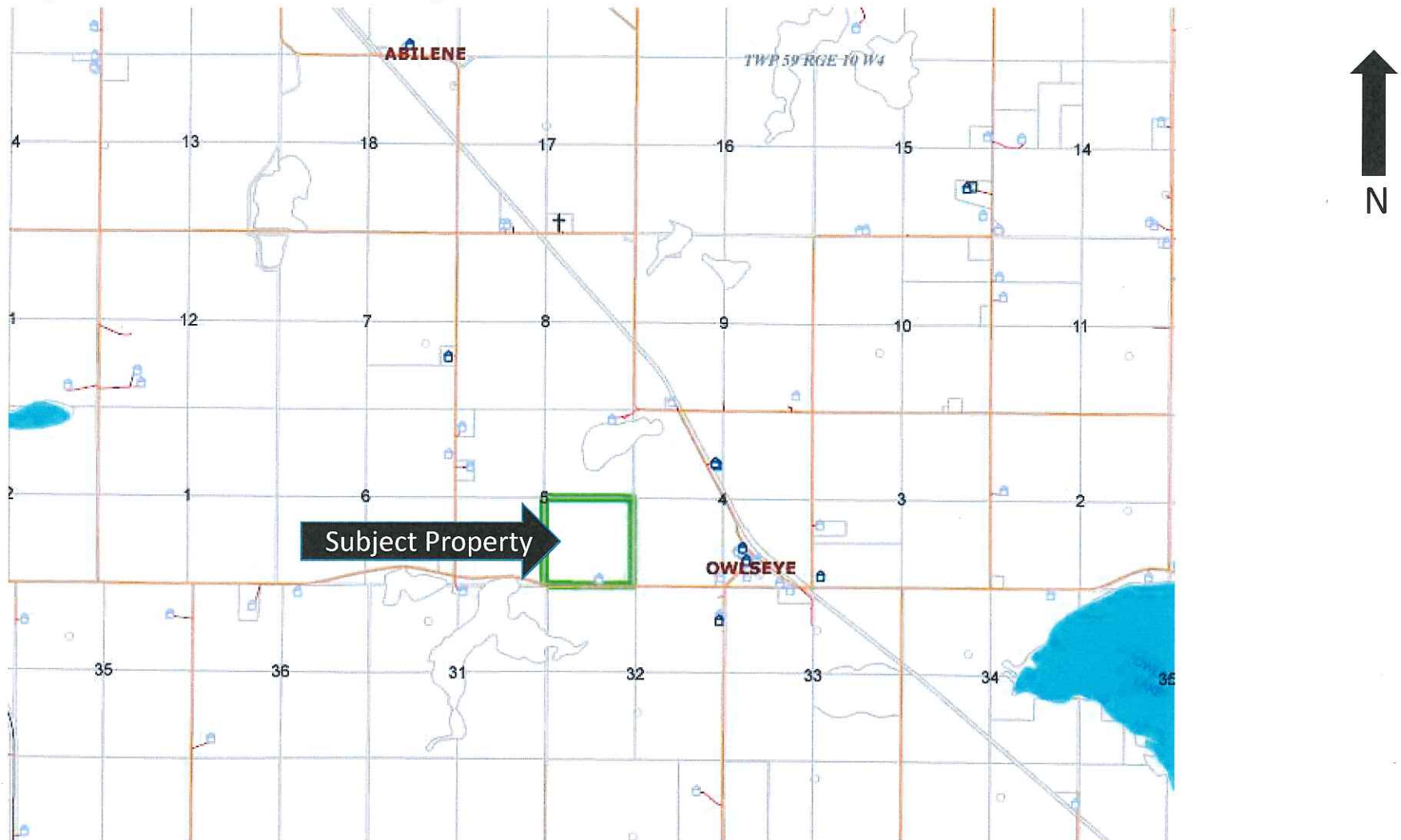
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10 AC

590

DWAYNE LINDBERG

Figure 1.0 – General Location Map





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www.county.stpaul.ab.ca

Issue Summary Report

6.3. 11:30 A.M. - JIM SAUVE

#20140501012

Meeting : May 6, 2014

Meeting Date : 2014/05/06 10:00

Background

Jim Sauve will be in to speak to Council about a road allowance he would like to obtain in the SE 6-59-10-W4. Mr. Sauve has suggested that when the road was built there was no compensation so he would now like the county to consider giving him the road allowance on each side of the wetland, which is approximately 3.7 acres (highlighted in yellow). There is currently one title for the entire quarter section, however Mr. Sauve is in the process of subdividing it using the natural fragmentation of the road. He is also applying for accretion of the wetland which will all be done at the same time as the subdivision.

Additional Information

Originated By : dbergheim





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

6.4. 1:00 P.M. - PUBLIC AUCTION OF LANDS - SET RESERVE BIDS - IN CAMERA #20140501004

Meeting : May 6, 2014

Meeting Date : 2014/05/06 10:00

Background

The Public Auction of Land is scheduled for 1:30 p.m. today.

Prior to the Public Auction, we require a motion from Council to go in camera to discuss land issues related to the public auction.

Following discussions on reserve bids, we will require a motion from Council to set the reserve bids and to appoint an auctioneer for the Public Auction.

Recommendation

Motion that the meeting go in camera to discuss land issues related to the Public Auction of Lands.

Motion that the meeting revert to an open meeting.

Motion to set the reserve bids for the properties being offered for sale at the Public Auction of Lands, as advertised in the Alberta Gazette dated March 15, 2014 and the St. Paul Journal issue dated April 22, 2014.

Motion to appoint the auctioneer for the Public Auction of Lands scheduled for 1:30 p.m. today, May 6, 2014.

Additional Information

Originated By : pcorbiere



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www.county.stpaul.ab.ca

Issue Summary Report

6.5. 1:30 P.M. - PUBLIC AUCTION OF LANDS

#20140501003

Meeting : May 6, 2014

Meeting Date : 2014/05/06 10:00

Background

Section 418 of the M.G.A. required Council to offer for sale at a public auction any parcel of land shown on its tax arrears list if the tax arrears are not paid.

Additional Information

Originated By : pcorbiere



County of St Paul No 19
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Issue Summary Report

7.1. DATE FOR JUNE COUNCIL MEETING

#20140430005

Meeting : May 6, 2014

Meeting Date : 2014/05/06 10:00

Background

The regularly scheduled date for the June Council meeting conflicts with the 2014 Alberta Fire Chief's Association Conference & AGM which runs from June 7-11 in Grande Prairie. Councillor Dach is registered to attend this conference and is requesting if the June Council meeting can be rescheduled.

Section 193(3) of the M.G.A. allows Council to change the date of the a regularly scheduled Council Meeting.

Recommendation

Council to decide if they will reschedule to June Council Meeting.

Additional Information

Originated By : pcorbiere



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Issue Summary Report

7.2. DATE FOR JULY COUNCIL MEETING

#20140430006

Meeting : May 6, 2014

Meeting Date : 2014/05/06 10:00

Background

The regularly scheduled date for the July Council meeting conflicts with the 2014 ASB Summer Tour which is scheduled to be held July 8 to 11 in Brooks.

Section 193(3) of the M.G.A. allows Council to change the date of a regularly scheduled Council Meeting.

Recommendation

Motion to reschedule the July Council Meeting to July 15, 2014.

Additional Information

Originated By : pcorbiere



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www.county.stpaul.ab.ca

Issue Summary Report

7.3. WORKING ALONE POLICY SAF-43

#20140429002

Meeting : May 6, 2014

Meeting Date : 2014/05/06 10:00

Background

Policy SAF-43 is being presented, as amended, to implement the use of technology and procedures for employees that are working alone. This Policy was brought before the Policy Committee on April 25, 2014.

Recommendation

Motion to approve Policy SAF-43, as amended, as it relates to the implementation of technology and procedures for employees that are working alone, as per the recommendations of the Policy Committee.

Additional Information

Originated By : kattanasio

COUNTY OF ST. PAUL #19

Policy Number

SAF-43

Title

Working Alone Policy

Page 1 of

Date Approved

April 11, 2006

Purpose: The County of St. Paul No. 19 recognizes that our employees are our most valuable resource and wishes to establish guidelines for staff so that the occupational health and safety conditions for workers working alone are met in accordance with provincial legislation and to protect workers from serious injury or loss of life in the event they are working alone and/or in isolated or remote conditions.

Background: As part of their job duties, staff including field service technicians, road construction crew members, agricultural fieldmen, assessors, and other staff as determined by the Chief Administrative Officer or their designate must work and/or travel alone in potentially hazardous and unsafe conditions, sometimes in winter conditions and sometimes in remote areas. In these cases, it is imperative that staff can maintain regular contact with the Alberta 911 Emergency Monitoring Center (hereafter referred to as AEMC 911) to notify that they are okay.

It is important that if something happens to the staff member, they can easily get help from AEMC 911, with the monitor knowing where to dispatch assistance. Or, if the staff member is incapacitated, it is important that the monitor be alerted and again, that they know who to call and where to dispatch the appropriate emergency staff or assistance personnel (e.g., local fire, ambulance, etc.).

Definitions:

Assets: Within the County's WorkAlone monitoring system, assets refer to staff, vehicles, and any other tracking devices that staff may be using for workalone monitoring, including a smartphone, inReach, SPOT, or vehicle terminal.

Check-In: Staff need to do this using their device, first to notify the AEMC 911 that they want monitoring, and then regularly afterward to stay in contact with AEMC 911. In most cases, these subsequent check-ins after the initial one are done automatically, but staff can also update their status manually. On the SPOT, this means turning the device, turning on the tracking, and then pressing OK.

Enable: In the *WorkAlone Client Manager*, if the staff's record isn't set to Enabled, they cannot check in with the AEMC 911.

Hazards: Identified conditions that pose a risk to the worker's safety.

Emergency: A condition requiring immediate assistance from police, fire, hazardous material handlers, or any other organization identified by the employer, who must also be alerted in this condition.

Non-emergency/Help Conditions: The staff member's personal safety is not at risk.

Off Monitoring/Checking Out: Staff MUST perform this task when they no longer require monitoring, to avoid their check-in status going overdue and being called by a monitor (this includes going on a lunch break in safe conditions, finished shift, completed travel, etc.). This is a manual process. On the SPOT, staff must press the CUSTOM button and confirm that the message went through before turning off tracking and then turning off the SPOT.

Monitoring: Within the WorkAlone system, the staff member's location is known, based on GPS functionality of their assigned device that is reporting to the AEMC 911, as is their current condition (i.e., Normal, Assistance Needed, or SOS).

Safety: The prevention of physical injury to staff and the prevention of physical injury to other persons arising out of or in connection with activities in the workplace.

Unsafe Conditions: Any instance where the field staff member is working alone or remotely, in isolation, or in hazardous conditions and may not have contact with anyone in case of accident, medical emergency, or attack. Unsafe conditions also apply to any staff member who is working alone at the office, during or after office hours.

Working Alone: The performance of any work function by a staff member who is the only worker in the field/workplace at any point in time and who at any point in time, is not directly supervised by the employer/supervisor or another person designated by the employer/supervisor. This condition may also be in conjunction with working in isolation or working remotely.

WorkAlone Terminal: A push button unit installed in the vehicle for WorkAlone monitoring of a staff member.

Policy:

1. The County of St. Paul No. 19 shall provide the tools necessary to avoid, reduce, and remove risks or potential risks to staff as they perform their job duties while working alone and/or in unsafe conditions and/or in potentially hazardous situations.
 - The County of St. Paul No. 19 shall provide field devices to field staff for WorkAlone monitoring
 - The County of St. Paul No. 19 shall provide or compensate smartphones

for those employees working alone; and if necessary a spare in the event of a failed device

- The County of St. Paul No. 19 management shall be the secondary points of contact for staff members as appropriate
2. If field employees encounter hazardous road conditions during their shift where they feel their safety is compromised, they may postpone or cancel carrying out their duties, until a more appropriate time. In this case, staff members must alert the County of St. Paul No. 19 and the AEMC 911 of their decision to stop and/or turn back.
 3. Field employees are always the first point of contact for the AEMC 911. Therefore, field staff must have a phone and bring it with them to carry out their duties, so that they can be contacted by AEMC 911. Employees must ensure that their phone is in working order.

Responsibilities:

Employer Responsibilities:

The County of St. Paul No. 19 will:

- Conduct a hazard assessment and provide results to staff so that the County of St. Paul management and staff members can properly evaluate the risks of working alone, and
- Direct the development, testing, and implementation of WorkAlone monitoring tools for field staff, supervisors, and the AEMC 911 for use at the office or out in the field, and
- Develop and implement safe work procedures to eliminate or reduce identified risks, based on hazard assessments, and
- Develop and implement safe work procedures to eliminate or reduce identified risks, based on hazard assessments, and
- Provide an effective communication system that will allow the WorkAlone devices to report accurately to AEMC 911, and
- Provide WorkAlone field devices to County employees for work in WorkAlone conditions, and
- Train employees on the company's working alone procedures, and
- Establish communication procedures with AEMC 911 and its IT department to ensure that network connections have been established correctly, and that accurate staff contact details are provided to the monitors, and
- Ensure that employees comply with the County of St. Paul's Working Alone Policy and procedures, and
- Review procedures annually to ensure that the existing policies and procedures are still applicable, and
- Ensure the implementation of feedback and fixes in the WorkAlone system, based on employee and AEMC feedback and reports.

Supervisor Responsibilities:

The County of St. Paul management team will:

- Ensure that staff are trained on the following policies and tools:
 - The County of St. Paul No. 19's Working Alone Policy and procedures
 - The use of **CAMS Admin** for accurate entry in staff and device records
 - The use of the **SPOT**
 - The use of the **GEMINI WorkAlone** application for smartphones, if applicable
- Receive training on the use of **GPSCAMS** or **WorkAlone Client Manager** to be able enter and edit the WorkAlone template(s) for employees, including knowing which template should be applied and when, and if settings should change, depending on the type of working alone conditions the employees will be encountering, and
- Establish the appropriate check-out/off monitoring conditions for employees, and
- Establish the appropriate contacts and procedures for staff and monitors in case of an emergency and non-emergency, and
- Keep staff member's contact information up-to-date in WorkAlone Client Manager and CAMS Admin so that monitors have the correct information, and
- Provide an alternate check-in/assist/emergency contact method for staff to use if they cannot use the tools provided, and
- Implement employee feedback procedures for all WorkAlone tools and procedures.

Employee Responsibilities:

Employees of the County of St. Paul No. 19 will:

- Attend or receive training in WorkAlone procedures, and
- Carry a WorkAlone field device on work alone excursions, and
- Ensure the WorkAlone field device is in good working order, and
- Carry spare batteries and power systems for the WorkAlone field device, and
- Ensure the SPOT is functioning properly before leaving to carry out their duties, and
- Carry a cellular phone for contact by the AEMC 911, as the employee will always be the first point of contact for monitors, and
- Notify management as soon as possible in the event that the phone is lost, broken, or becomes unserviceable, and
- When working alone, follow all WorkAlone procedures when performing job duties while working alone, including using the SPOT, carrying a phone, and following County safety procedures, and
- Check-out/go off monitoring from the AEMC 911 when they don't need monitoring (e.g., on a lunch break in safe conditions, no longer in a hazardous or potentially hazardous situation, or shift finished, or returned from a trip into the field, and

- Exercise personal caution when travelling alone and take precautions when looking after their own safety, and especially when working alone, and
- Keep their contact information including phone numbers and WorkAlone tools up-to-date with the County, and
- Report any issues with the WorkAlone procedures, tools, and environment so that outstanding issues can be managed as soon as possible, and
- If working alone at the County Office or Public Works Shop, ensure that doors are locked, use the keypad to set the alarm on doors only and set the alarm when leaving the building, if last to leave.

AEMC 911 Responsibilities

SOS calls are dispatched through 911 so that monitors can determine if fire, police, or ambulance should be sent. If monitors cannot determine what type of emergency has occurred, local fire will be dispatched since they have first responder training.

AEMC 911 will:

- Provide the necessary environment and tools to properly monitor workers, including computer equipment, phone lines, internet access, software, and login credentials, and
- Provide training for use of the WorkAlone tools and operations, and
- Dispatch local fire to the last reported location when the County field employees require emergency assistance, if a County employee cannot be reached in this condition, and
- Comply with the procedures indicated by the County when using WorkAlone system, and
- Ensure that the communications/network infrastructure is operating properly, including server communications, alerts, and reporting history, and
- Report feedback and issues to the County management.

Appendix A WorkAlone Procedures

For WorkAlone monitoring to operate correctly, employees must follow the procedures outlined in this section.

County field employees must follow the procedures listed below when working alone, including pre-trip, trip, and post-trip procedures.

Pre-Trip

- a) Determine roadside assistance contacts, in case roadside assistance becomes needed.
- b) Notify supervisors of the location and nature of your field trip.
- c) Ensure travel kits are sufficiently equipped and stocked before leaving on a WorkAlone field trip.
 - Check battery levels
 - Ensure spare batteries are available
 - Prepare travel kit supplies (flashlight, roadside assistance tools, blanket in cases of winter travel, first aid kit, etc.)
- d) If you do not have a smartphone, request a County-provided smartphone and check with management to ensure that its number is on the WorkAlone template contact list so that monitors call the right number when attempting to reach you.
- e) Print out and bring WorkAlone field device documentation and any other applicable WorkAlone documentation for your reference.

Trip Start

- a) Before leaving, check road conditions for trip route.
- b) Check in with AEMC 911, using the SPOT
 - Using the WorkAlone field device **Sign On** to the WorkAlone monitoring system providing a **Sign Off** time where applicable
 - Depending on the WorkAlone ensure that it is in **Tracking** mode
 - Perform a **Check In** to ensure proper operation

NOTE: Follow the manufacturer's usage guidelines for the WorkAlone field device. For example, if not used for more than two weeks, it may take a few minutes for the initial GPS position to be established when you first turn on the device. For that reason, you may want to turn on the device and check-in a few minutes before leaving on your trip (15 minutes). Subsequent check-ins will occur automatically as the device moves with the vehicle. You do not need to check in manually again unless you want to restart the timer. Also, always ensure the WorkAlone field device has a clear view of the sky and keep it at least twelve inches from other GPS devices.

Trip Breaks or Trip End

- a) Press the **Sign Off** to stop monitoring if you are taking a break and/or if you are in a safe environment where you no longer need monitoring, and/or if your trip has ended. If you do not go off-monitoring, and you have stopped moving, your next check-in will become overdue and you will be called by an AEMC 911 monitor.
- b) When using a SPOT device and the **Custom** button light stops blinking, turn off **Tracking** and then turn off the SPOT to conserve batter power. **DO NOT** turn off the SPOT if the **Custom** light is still blinking.

*Note: Depending on your location, it may take up to fifteen minutes for the **Custom** light to stop blinking. Make sure that the SPOT remains in a location where the top of Device has a clear view of the sky. For example, if you are nearing the end of your trip, you may want to turn off monitoring. By the time you reach your destination, the SPOT's off monitoring message will likely be sent to the AEMC and then you can turn off the unit.*

- c) If you still need monitoring but cannot check in automatically, call the monitor and request a manual check-in. For example, you can arrange for the monitor to call you after a set period of time, at each interval.

If SOS is required during a trip

- a) Press the SOS button on the WorkAlone field device. A monitor will call you to determine your problem.
 - If you cannot be reached, monitors will dispatch local fire to the last reported location from the WorkAlone field device
 - If you can be reached, monitors will dispatch the appropriate agency
 - If you are incapacitated (for example, an accident occurred, and/or you are experiencing a medical emergency) and cannot press the SOS button, your check-in will become overdue and monitors will follow procedure to dispatch first responders to your last reported GPS position

This is why it is critical that you turn on Tracking on the SPOT and NOT just press On and then OK.

- b) The monitor will resolve the condition once your safety is assured.
- c) After the condition is resolved, your normal check-in status resumes until you go off-monitoring or until it is turned off by County management.

Appendix 1 for 7.3.: Working Alone Policy

Working Alone at the Office

- a) Lock the front door with your key
- b) Check that all other doors are locked
- c) Enter keypad alarm code
- d) Lock the door with your key
- e) Do not share alarm codes with anyone

	Date
Approved by Council	April 11, 2006
Amended	May 6, 2014
Amended	



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

Issue Summary Report

7.4. PRIVATE GRAVEL SALES POLICY PW-59

#20140429003

Meeting : May 6, 2014

Meeting Date : 2014/05/06 10:00

Background

Policy PW-59 is being presented to Council, as amended, to implement changes to the County's gravel delivery service in an effort to enhance the safety of our employees and protect the County from liability during gravel deliveries.

Recommendation

Motion to approve Policy PW-59 as amended, as it relates to the implementation of changes to the County's gravel delivery services.

Additional Information

Originated By : kattanasio

COUNTY OF ST. PAUL #19

Policy Number

PW-59

Title

Private Gravel Sales

Page 1 of 2

Date Approved

July 8, 2011

Objective: The County of St. Paul wishes to provide ratepayers with the opportunity to purchase crushed gravel and will make crushed gravel available for sale for the ratepayers of the County of St. Paul. Additionally, the County wishes to protect its assets and ensure the safety of County employees.

Procedure:

County Council will determine the rate at which gravel will be sold and delivered to County ratepayers. The rate for all gravel products will be as per the Fee Schedule Bylaw.

County Council reserves the right to limit the amount of gravel to be sold to a maximum 100 cubic yards per rural address annually within the County of St. Paul.

Ratepayers can place their gravel order through the Public Works Department beginning April 1 and will be accepted as long as late season weather permits supply and delivery. The end date will be at the discretion of the Superintendant of Public Works and/or designate.

Ratepayers will be allowed to choose from these non-spec categories:

- a) $\frac{3}{4}$ inch crush gravel
- b) 2"-3" crush gravel
- c) screenings

All sales are dependent on surplus availability of product and ability to deliver the product.

Ratepayers wishing to haul their own gravel from gravel pits will have the purchase rate adjusted to reflect no delivery charge. Gravel picked up in the County public works yard will be charged at the full rate.

Gravel will be delivered and charged in a minimum quantity of 10 cubic yards.

Appendix 1 for 7.4.: Private Gravel Sales Policy

Ratepayers of the County of St. Paul will be allowed to purchase gravel and have it delivered to their property within a 5 mile radius of the County border for agricultural purposes.

Ratepayers have the option to have the gravel stockpiled or spread as needed. Ratepayers must ensure the area(s) gravel will be delivered to be free of obstruction and safe for County crews and equipment to work.

During all gravel deliveries, the County driver will have the discretion to determine if conditions permit the gravel to be spread out. In instances where a property is difficult to access or other safety concerns are present, the County will deliver all gravel in a pile and will not spread the gravel.

Gravel for maintenance at will be at no cost, however larger quantities requested will be brought to Council for consideration for the following locations:

1. Cemeteries
2. Churches
3. Community halls
4. Local non-profit groups

Pre-inspection of delivery site may be necessary to determine the type of unit to be used for delivery.

The County reserves the right to refuse delivery of gravel to any ratepayer if the area(s) is deemed, by delivery staff, unsafe or difficult to access.

	DATE
APPROVED BY COUNCIL	July 8, 2011
AMENDED	
AMENDED	

COUNTY OF ST. PAUL NO. 19

GRAVEL DELIVERY AGREEMENT



MEMORANDUM OF AGREEMENT made this day of _____, _____.

The County of St. Paul No. 19,

A Municipal Corporation in the Province of Alberta

(Hereinafter known as “the Municipality”

And

(Hereinafter known as “the Owner”)

WHEREAS the Owner has requested that the County deliver gravel on their land on _____ (land description).

NOW THEREFORE THIS AGREEMENT WITNESSES that the County and the Owner agree as follows:

1. The County shall haul the ordered amount requested by the Owner at the rate set by County Council, subject to change from time to time.
2. The Owner represents that he is the owner or occupant of the said land and agrees to indemnify and save harmless the County in respect of any claims or demands which may at any time hereafter be brought against the County or any employee of the County performing the required work by any person, firm, or corporation by reason of the performance of the required work. This agreement applies to all properties that the Owner has title to. In the event that an Owner wishes to have gravel delivered to a property that they do not have title to, the County will require that the actual owner sign this contract.
3. This agreement shall remain in full force and effect from the date first written and from year to year thereafter until terminated upon written notice by either party.
4. The County reserves the right to set the price of gravel each year.

IN WITNESS THEREOF the parties have hereunto caused their respective signatures to be affixed through their respective agents in this regard.

COUNTY OF ST. PAUL NO. 19

OWNER

Per _____ **Reeve**

Per _____

Per _____ **County Administrator**



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

Issue Summary Report

7.5. RAINY DAY POLICY PW-102

#20140429001

Meeting : May 6, 2014

Meeting Date : 2014/05/06 10:00

Background

Policy PW-102 is being presented to Council to implement procedures for scheduling and assigning duties for Public Works employees during rainy and other inclement weather conditions. This policy was brought before the Policy Committee on April 25, 2014.

Recommendation

Motion to approve Policy Pw-102 as it relates to the implementation of new procedures for managing and scheduling Public Works employees during rainy and other inclement weather conditions, as per the recommendation of the Policy Committee.

Additional Information

Originated By : kattanasio

COUNTY OF ST. PAUL #19

Policy Number

Title
Rainy Day Policy

Page 1 of 1

Date Approved
May 6, 2014

Objective: The County of St. Paul desires to establish and maintain a safe and healthy work environment for municipal employees on rainy days. Additionally, the County recognizes the need to provide regulations for the management of the work environment and distribution of duties on rainy days. The application of this policy may be extended to other types of severe weather conditions posing hazards to the health and lives of on-site employees including snow, flooding, or high winds.

Policy Statement:

Before reporting to work:

- 1) Generally, all employees are expected to report to work. Quite often, bad weather conditions are localized to an area and simply by waiting, employees may be able to arrive at work safely and work productively later in the day.
- 2) In circumstances when it is raining prior to employees reporting to work and employees will be requested to stay home, the Superintendent of Public Works or their designate will attempt to contact all scheduled personnel via phone or text message.
- 3) In the event that it is raining and employees have not received a message, employees are required to call the Public Works Department for clarification.
- 4) If an employee was sent a phone or text message and did not call the Public Works Department for clarification regarding whether to report, the employee may be sent home without pay and may receive disciplinary consequences as a result.
- 5) Disciplinary consequences may include:
 - A future reduction in scheduled shifts
 - A verbal warning (first offence)
 - A written warning (second offence)
 - Termination

- 6) Employees who do not receive a phone or text message, receive confirmation to report to Public Works, and report to work may still be sent home from work in the event that it begins raining. In these circumstances, an employee reporting to work may be requested to perform other duties at the shop, which will not expose them to rain, at the discretion of their supervisor.
- 7) Employees who have been released from their duties for the work day will receive their hourly rate for time worked or three hours of pay at minimum wage, whichever amount is greater.

After reporting to work:

- 1) Depending on the rate or concentration of rainfall, the supervisor may require on-site employees to continue with their regular on-site duties whilst having all requisite protective clothing on.
- 2) The supervisor, defined as the immediate or overall superior member of a particular team of on-site employees, shall be responsible for evaluating the rate, extent, concentration and the effect that the rainfall has on safety, health and the qualitative production of the on-site employees.
- 3) Should the supervisor be of the view that the rate of rainfall affects the safety, health, effectiveness, and qualitative production of the on-site employees, the supervisor will instruct employees to withdraw immediately from such on-site work and order the on-site employees to move to a suitable place identified by the supervisor where there is shelter available.
- 4) Should the supervisor upon their assessment of the weather conditions, be of the view that there are slim and/or no prospects of the stoppage of rainfall, they may instruct the on-site employees to leave the work site and return to the Public Works shop.
- 5) The on-site employees removed from the site will be expected to perform other duties at the shop, which will not expose them to rain, at the discretion of their supervisor.
- 6) The distribution of duties at the shop will prioritize full-time employees. The distribution of duties for part-time and seasonal employees will be evaluated only after all full-time employees have been considered.
- 7) In the event that no other duties can be assigned to the on-site employees who have returned to the shop, the supervisor shall, with the prior approval of the Superintendent of Public Works or their designate, permit the on-site employees to leave work at any time falling within their normal working hours.
- 8) On-site employees who have been released from their duties for the work day will receive their hourly rate for time worked or three hours of pay at minimum wage, whichever amount is greater.

Grader Operators:

- 1) Some grader operators store their equipment and report to work directly from home. Grader operators are provided some discretion to determine if the amount of rain is too much to allow for the carrying out of their duties.
- 2) If a grader operator does not report to work, they will not receive any compensation for the day.
- 3) If a grader operator reports to work and begins carrying out their duties prior to stopping due to the weather, they may release themselves from their duties for the work day and receive their hourly rate for time worked or three hours of pay at minimum wage, whichever amount is greater.

	Date
Approved by Council	May 6, 2014
Amended	
Amended	



County of St Paul No 19
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Issue Summary Report

7.6. 2014 EMERGENCY SERVICES GOLF TOURNAMENT

#20140401005

Meeting : May 6, 2014

Meeting Date : 2014/05/06 10:00

Background

The 15th Annual Emergency Services Golf Tournament will be held on June 4 in Elk Point.

The rate of sponsorship is as follows:

Platinum	\$1,300 and up
Gold	\$550 to \$1,299
Silver	\$250 to \$549
Bronze	\$249 and less

To enter a team for the golf tournament, a minimum of a gold donation is required along with \$100 registration per golfer. Since 2006, the County sponsored one team and made a \$500 donation.

Recommendation

that the County continue to sponsor one team of 4 at \$100 and make a cash donation of \$500 to become a Gold sponsor for the 15th Annual Emergency Services Golf Tournament on June 4, 2014 in Elk Point.

Additional Information

Originated By : pcorbiere

Appendix 1 for 7.6.: 2014 Emergency Services Golf Tournament



Re: Golf Teams

Dear Elk Point Emergency Services Supporter:

Elk Point Emergency Services is a committee of personnel from all emergency services in the Town of Elk Point and is best known for hosting the annual Elk Point Emergency Services Golf Tournament. The purpose of this golf tournament is to raise money for STARS (Shock Trauma Air Rescue Society). As a non-profit organization seventy five percent of STARS funding needs are met through private donations and charitable events such as ours. Through generous local support Elk Point Emergency Services has, in the last 14 years, donated over \$210,000.00 to help keep STARS in the sky.

On June 04, 2014 Elk Point Emergency Services will be hosting the 15th Annual Emergency Services Golf Tournament. **We are now asking for donations from individuals, service groups, businesses and corporations that wish to support STARS. We will gratefully accept cash donations, silent auction items, gift certificates, and door prizes.** All support, regardless of donation amount, will receive recognition by having your name with the sponsorship category on the display board in the clubhouse on the day of the tournament (see sponsorship categories below).

With the great response we had with last year's 50/50 we have decided to make it a regular event at our Golf tournament. Please remember to bring cash for the 50/50 tickets and they will be sold on the golf course as well as in the club house.

Elk Point Emergency services will be supplying a courtesy van from 5pm until the end of the event for those who choose not to drive. There will be two volunteer drivers so your vehicle can be driven home as well. Any tips for the courtesy service will be appreciated and donated to the organization supplying the volunteers. Depending of the amount of people using this service, length of travel may be restricted.

To enter a team for the 15th annual Elk Point Emergency Services golf tournament, a minimum of a gold donation is required along with your \$100 per golfer registration fee. Please fill out the team registration form and submit A.S.A.P.

- | | |
|---------------|---------------------------------------|
| 1. Platinum - | cash donation of \$1,300.00 and up |
| 2. Gold - | cash donation of \$500.00 to 1,299.00 |
| 3. Silver - | cash donation of \$250.00 to 499.00 |
| 4. Bronze - | cash donation of less than \$249.00 |

We thank you in advance for your support and ask that if you have any questions or need silent auction items picked up please call
Lyle at 780-614-8534 or
Ken at 780-645-8508

Sincerely,

Lyle F Frisby, President
Elk Point Emergency Services

You may send and make cheques payable to:
Elk Point Emergency Services
Box 635 Elk Point AB T0A 1A0



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

Issue Summary Report

7.7. REQUEST FOR SPONSORSHIP FOR PROVINCIAL BADMINTON #20140502001

Meeting : May 6, 2014

Meeting Date : 2014/05/06 10:00

Background

St. Paul Regional High School is requesting sponsorship to help offset the costs of attending the Provincial Badminton championship from May 1-3, in Lethbridge.

Recommendation

Motion to approve a \$500 grant for the St. Paul Regional High School to help offset the costs of attending the 2014 Provincial Badminton Championship from May 1-3, 2014 in Lethbridge.

Additional Information

Originated By : pcorbiere

Wednesday April 30, 2014

Dear County of St. Paul,

On May 1st – 3rd, St. Paul Regional High School will attend the ASAA 2014 High School Badminton Provincial Championships in Lethbridge.

I know that the County of St. Paul supports teams that compete at the Provincial level in athletics. We would like to apply for the provincial funding to help us cover the expenses of sending 9 students and coaches for that competition. If there is any paper work that needs to be filled out, please let us know.

I know that the county has supported us in the past, and we appreciate any support you can give. If you have any questions or concerns, please do not hesitate to contact me at St. Paul Regional High School @ 780-645-4491 or by email hank_smid@spcrd.ca.

Sincerely,

Hank Smid
Athletic Director
St. Paul Regional High School



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

Issue Summary Report

7.8. FUNDING REQUEST - ELK POINT CANADA DAY CELEBRATIONS #20140430001

Meeting : May 6, 2014

Meeting Date : 2014/05/06 10:00

Background

The Elk Point Canada Day Committee started planning activities for their annual Canada Day Celebrations. They are looking for financial support for the celebrations which they are estimating will cost \$12,500.

For the past 4 years, Council approved a \$400 grant for the celebrations.

Recommendation

Motion to approve a \$400 grant for the Elk Point Canada Day Celebrations.

Additional Information

Originated By : pcorbiere



Elk Point Canada Day Committee -2014
c/o Town of Elk Point
P.O. Box 448
Elk Point, Alberta, T0A 1A0
Email: epcanadaday@gmail.com

DATE: April 10, 2014

TO: All Elk Point Community Clubs and Organizations and
All Businesses operating in or for the Community of Elk Point

FROM: Maria Cueva, Elk Point Canada Day Committee Member

REFERENCE: Funding Support for Elk Point Canada Day Celebration Activities

Once again the Elk Point Canada Day Committee is planning activities for our annual Elk Point July 1st Canada Day Celebrations. The theme for 2014 is "Celebrate Canada"

Community support for this event is tremendous as many volunteers organize and "carry out" the celebration events to a high level. However, we do need some financial support to give the events their finishing touches. To help you understand our expenses, please find attached a budget listing estimated costs. Any donation you are able to give would be greatly appreciated.

All donations to the Elk Point Canada Day Committee can be dropped off at the FCSS office at 5001 Railway Avenue, Visitor Information ECO Centre, or at the Town of Elk Point office, or mailed to the Elk Point Canada Day Committee, Box 448, Elk Point, Alberta, T0A 1A0.

On behalf of the Elk Point Canada Day Committee, we would like to say thank you for the support we receive, both in participation and financial.

Thank you



ELK POINT CANADA DAY COMMITTEE
Estimate financial costs for July 1, 2014

ADVERTIZING

Mailing of flyers	500.00
Radio adds	700.00
Newspaper ads	500.00
Paper/posters	500.00

CANADA DAY IDOL

Sound system	500.00
--------------------	--------

CHILDREN ACTIVITIES

Prizes	100.00
Material	100.00
Clown making balloon animals for all children	450.00
Bounce Castles.....	850.00

CLEAN UP

Donation made to Elk Point 4-H (area garbage pick-up) ...	300.00
Arena honorarium for washroom clean up	200.00

FIREWORKS

Fireworks display	4,500.00
-------------------------	----------

OUTDOOR STAGE SHOW

Sound system	500.00
Guests entertainers honorariums.....	1,000.00

PARADE

Parade band	900.00
Parade float entry prizes	900.00

TOTAL	\$12,500.00
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NOTE:

The Elk Point Friends of the Library Pancake Breakfast, the Strong Man Competition, the Farm Survival contest, or other substitute event and the Canada Day Idol main costs and or prizes are being sponsored by the groups who organize their respective events.



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

Issue Summary Report

7.9. FUNDING REQUEST - CANADA SENIOR GAMES

#20140502005

Meeting : May 6, 2014

Meeting Date : 2014/05/06 10:00

Background

Mark Krevenky will be attending the Senior Canada Summer Games from August 26-29 in Sherwood Park. He is requesting if the County would sponsor him.

Mr. Krevenky was a County resident for many years until he moved into the lodge.

Recommendation

Council to decide if they will sponsor Mr. Krevenky at the Canada Senior Summer Games.

Additional Information

Originated By : pcorbiere

April 11/14

County of St. Paul Alta

I'm going to the Canada Summer Games
in Sherwood Park Alta on Aug 26-29/14.
To Bowl.

As I'm representing the County of St Paul
And Alberta, I would like the County of St Paul
to sponsor me.

MARK KREVENKY

101 4525-47 ave

St Paul Alta

PH. 780-614-2144





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

Issue Summary Report

7.10. NORTHERN LIGHTS LIBRARY CONFERENCE - SEPTEMBER 18-19

#20140430003

Meeting : May 6, 2014

Meeting Date : 2014/05/06 10:00

Background

The 22nd Annual Northern Lights Library Conference will be held September 18 & 19, 2014 in Elk Point. they are looking for donations for their conference in the form of cash or donations.

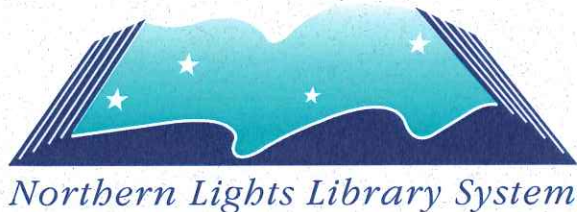
In the past, Council donated an item to be used as a door prize for this conference.

Recommendation

to approve the donation of a door prize for the 22nd Annual Northern Lights Library Conference to be held September 18 & 19, 2014 in Elk Point.

Additional Information

Originated By : pcorbiere



RECEIVED APR 22 2014

5615 - 48 Street, Postal Bag 8, Elk Point, Alberta T0A 1A0
Tel (780) 724-2596 Fax (780) 724-2597 info@nlls.ab.ca

April 15, 2014

Ms. Sheila Kitz
County of St. Paul
5015- 49 Avenue
St. Paul AB T0A 3A4

Dear Ms. Kitz,

Northern Lights Library System (NLLS) will be hosting its 22nd annual conference "Tales and Treasures" on September 18 & 19, 2014. We're asking your help in making this a successful and memorable event for the 150+ library staff, board trustees, and municipal councilors who will be attending.

Registration fees will barely cover the technical part of the conference. To roll out the welcome mat for this gathering of professionals will require donations in the form of cash and donations. The cost to sponsor a coffee break alone is \$300.00.

We need help to support special activities that will be offered to conference participants and to provide for registration favors and refreshments during the conference. Some special activities include pre-conference evening social and guest speakers Diana Davidson and Ben Crane.

By donating, you'll benefit from exposure of your municipalities name to those who attend the conference. Donors will be listed within the building and the donations, merchandise or pamphlets you give will be on display throughout the conference.

Would you consider donating to support the continued work of Northern Lights Library System? If you commit to a donation before May 1, 2014 we will include the name of your municipality in the conference brochure. You can reach me at 780.724.2596 ext. 236, or contact Patty Mathiot 780.724.2596 ext 242 or let me know through your appointed board member.

Yours truly,

Mircea Panciuk
Executive Director

MP/plm



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

7.11. PARTNERS IN INJURY REDUCTION REFUND (PIR)

#20140430004

Meeting : May 6, 2014

Meeting Date : 2014/05/06 10:00

Background

We have received a rebate of \$7,497.48 from WCB for our successful participation in the Partners in Injury Reduction Program during 2013. The refund is based on the surplus in the WCB account at the end of the year. It is divided amongst the organizations that have the Certificate of Recognition and it is based on the number of employees in the organization.

Since we started in 2000, we have received a total rebate of \$127,773.81.

Recommendation

Motion to file as information.

Additional Information

Originated By : pcorbiere



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Issue Summary Report

7.12. BYLAW NO. 2014-09 - AMEND LUB - REZONE NE 34-56-11-W4 #20140501007

Meeting : May 6, 2014

Meeting Date : 2014/05/06 10:00

Background

Bylaw No. 2014-09 is being presented to Council to amend Land Use Bylaw No. 2013-50 as it relates to rezoning PNE 34-56-11-W4 from Agricultural to Country Residential One (CR1). The owner wants to subdivide the yard site so it can be sold.

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

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

Recommendation

Motion to give first reading to Bylaw No. 2014-09, as it relates to rezoning PNE 34-56-11-W4 from Agricultural to Country Residential Once (CR1).

Additional Information

Originated By : kfedoretz

COUNTY OF ST. PAUL REZONING APPLICATIONName of Applicant: D.M. Hawreluk Prof. Corp. Email: hawrelukd@bennettjones.comMailing Address: 3200, 10020-100 Street, Edmonton, Alberta, T5J 0N3Telephone (Home): (780) 902-6169 (Business): (780) 917-5238 (Fax): (780) 421-7951

Registered Owner (if not applicant): _____

Mailing Address: _____

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

1. LEGAL DESCRIPTION OF LAND TO BE SUBDIVIDED:

- a) All / part of the NE ¼ 34 section 56 township 11 range W4M
- b) Being all / parts of Lot _____ Block _____ Registered Plan _____
- c) Total area of the above parcel of land to be rezoned is 14.18 acres _____ (hectares)

2. ZONING INFORMATION:

- a) Current Zoning as per the Land Use Bylaw 2013-50: Agricultural
- b) Desired Zoning as per the Land Use Bylaw 2013-50: CR1
- c) Proposed use as per the Land Use Bylaw 2013-50: CR1
- d) Is the proposed use a permitted or discretionary use: Permitted
- e) Is the proposed parcel located within an Area Structure Plan or Inter-municipal Development Plan? No
- f) Information in support of the rezoning:

I am resident in Edmonton. When I purchased the farmland from Oneschuk in 2012, it was necessary to purchase the yardsite (the yardsite was not subdivided). After the land was purchased, the land and yardsite was rented to One Earth Farms. One Earth Farms has advised that they are no longer going to farm. I do not want to be a landlord of residential property (the yardsite). I believe the yardsite would be much better cared for by an owner/occupier as opposed to a tenant. I believe it is very important for the care, appearance, value and community if the yardsite was subdivided and sold to an owner who will occupy and properly maintain the property.

3. LOCATION OF LAND TO BE REZONED:

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

If "yes", the adjoining municipality is _____

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

If "yes" the highway is No. 646 and 29

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

If "yes", state its name _____

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

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

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

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

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

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

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

4. PHYSICAL CHARACTERISTICS OF LAND TO BE SUBDIVIDED:

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

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

Grass only

5. WATER SERVICES:

a) Existing Source of Water: Well water

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

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

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

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

6. SEWER SERVICES:

- a) Existing sewage disposal: Pumpout
- b) Proposed sewage disposal: Pump out

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

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

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

Appendix 1 for 7.12.: Rezoning Application


REGISTERED OWNER OR PERSON ACTING ON BEHALF:

I, David Hauveluk hereby certify that (check one):


☐ I am the registered owner; or

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

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


Agent Signature

April 4, 2014
Date


Owner Signature

April 4, 2014.
Date

Owner Signature

Date

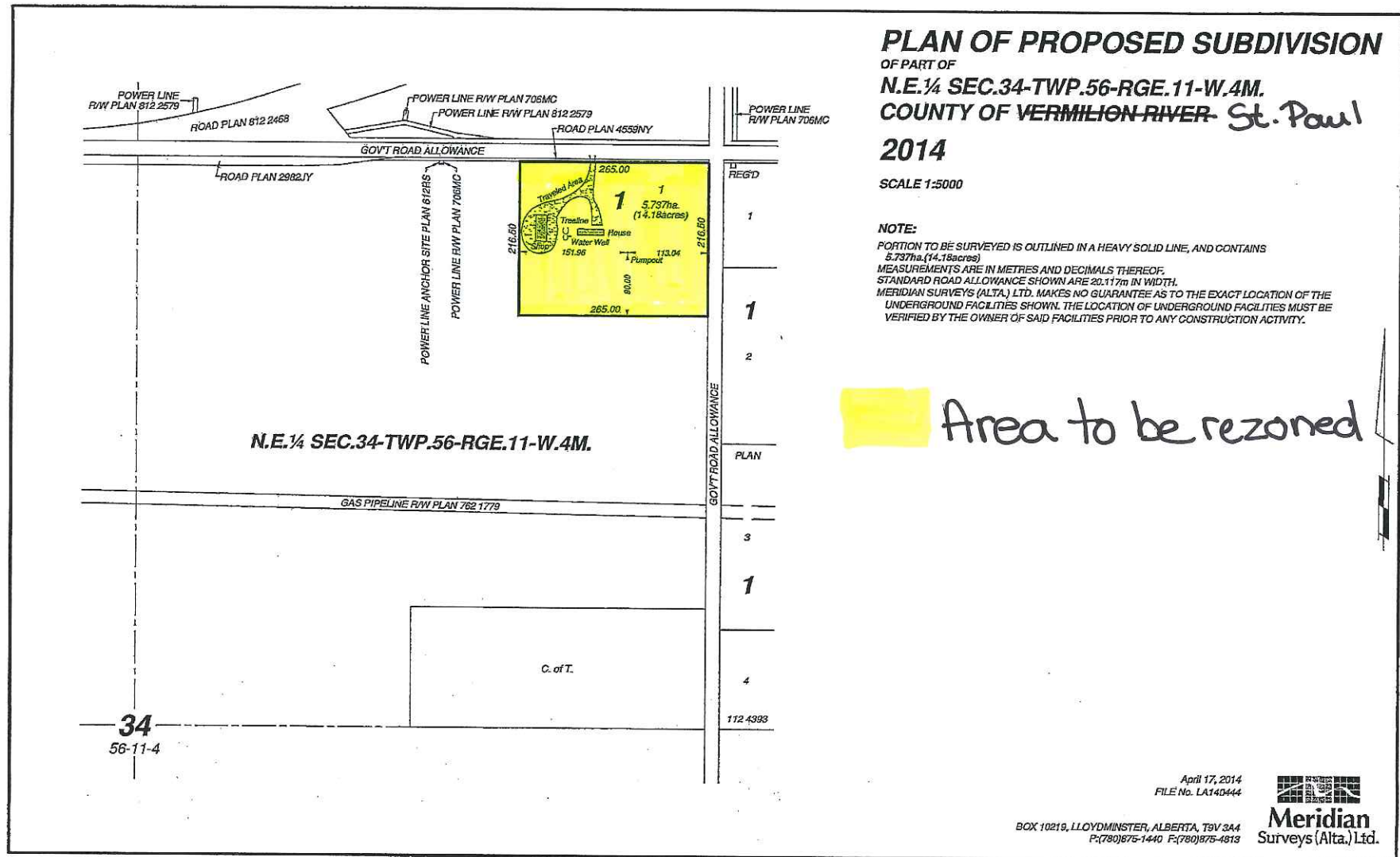
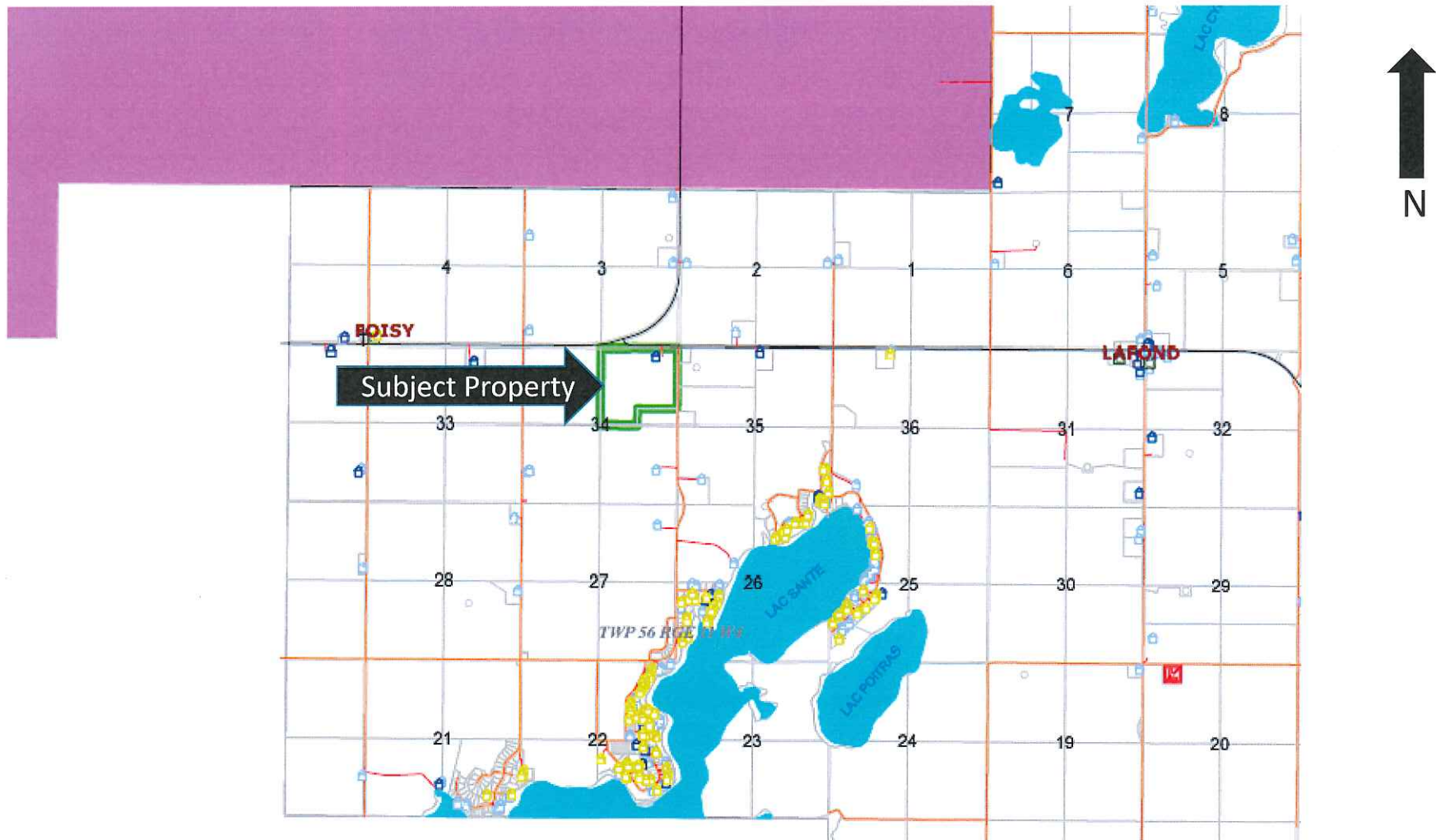


Figure 1.0 – General Location Map





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Issue Summary Report

7.13. NORTH SASKATCHEWAN REGIONAL PLAN

#20140501010

Meeting : May 6, 2014

Meeting Date : 2014/05/06 10:00

Background

This month the first phase of public consultation is being organized for the North Saskatchewan Regional Plan. We have been invited to attend upcoming sessions to learn more about the region as well as share thoughts on the issues and strategies contained in the Terms of Reference for Developing the North Saskatchewan Regional Plan.

The North Saskatchewan Region is located in central Alberta and has approximately 85,780 square kilometres, or just under 13 per cent of Alberta's total land base. The region is bordered by Saskatchewan to the east, British Columbia to the west, the Upper Athabasca and the Lower Athabasca regions to the north and the South Saskatchewan and Red Deer regions to the south.

The purpose of regional planning is to support the numerous policies and strategies that guide natural resource development, support economic growth and protect our environment. Regional plans will integrate these policies and strategies at the regional level and provide the policy direction and clarity for decision makers at the federal, provincial and local levels.

Sessions are being planned throughout the province. Local sessions will be held on May 28 in St. Paul, June 10 in Smoky Lake and June 11 in Vegreville.

Recommendation

Motion to approve the appropriate staff and any Councillors who are available to attend one of these sessions, as it first their schedule.

Additional Information

Originated By : skitz



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Issue Summary Report

7.14. KING GEORGE SCHOOL SIGN

#20140430008

Meeting : May 6, 2014

Meeting Date : 2014/05/06 10:00

Background

At the April 22 Public Works Meeting, Council was presented with a request from residents in the area where the King George School existed (SW 6-56-6-W4). The request was to bury the concrete that was left from the foundation of the building and clean up the site so that they can erect a historic school sign at that location.

Recommendation

Motion to authorize the Public Works Department to bury the concrete and clean the area where the King George School existed so the residents in the area can erect a historic school sign on the SW 6-56-6-W4.

Additional Information

Originated By : pcorbiere



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Issue Summary Report

7.15. ROAD EASEMENTS

#20140501011

Meeting : May 6, 2014

Meeting Date : 2014/05/06 10:00

Background

Listed below are easements which are required to purchase property to register existing roads that were never registered:

Range Road 82 in SW 14-58-8-W4

SW 14-58-8-W4	Cody & Jennifer Kurek
NW 14-58-8-W4	Cody & Jennifer Kurek

Range Road 53 in 27/28-55-5-W4

NE 28-55-5-W4	Orest Adam Kiziak & Orest V. Kiziak
NW 27-55-5-W4	Orest Adam Kiziak & Orest V. Kiziak
SE 28-55-5-W4	Orest Adam Kiziak and Orest V. Kiziak

Twp Rd 571 in Sections 4, 5, 8 & 9-57-8-W4

NW 4-57-8-4	Steve, Raymond & Lee-Ann Suvak
SE 9-57-8-W4	John & Kay Wozniak
Lot 1, Plan 9220965 in NE 5-57-8-W4	Floyd & Rita Kunnas
SW 9-57-8-W4	Floyd & Rita Kunnas

Recommendation

Motion to approve the following easements required to purchase property to correctly register existing roads:

Range Road 82 in SW 14-58-8-W4

SW 14-58-8-W4	Cody & Jennifer Kurek
NW 14-58-8-W4	Cody & Jennifer Kurek

Range Road 53 in 27/28-55-5-W4

NE 28-55-5-W4	Orest Adam Kiziak & Orest V. Kiziak
NW 27-55-5-W4	Orest Adam Kiziak & Orest V. Kiziak
SE 28-55-5-W4	Orest Adam Kiziak and Orest V. Kiziak

Twp Rd 571 in Sections 4, 5, 8 & 9-57-8-W4

NW 4-57-8-4	Steve, Raymond & Lee-Ann Suvak
SE 9-57-8-W4	John & Kay Wozniak
Lot 1, Plan 9220965	Floyd & Rita Kunnas
in NE 5-57-8-W4	
SW 9-57-8-W4	Floyd & Rita Kunnas

Additional Information

Originated By : Imeger



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Issue Summary Report

7.16. MUNI CORR

#20140501015

Meeting : May 6, 2014

Meeting Date : 2014/05/06 10:00

Background

During the budget discussions, Council decided to allocate \$45,000 as a land purchase in anticipation of purchasing a siding. At the time of budget discussions, the other municipalities were unsure of their contributions, however since then the MD of Bonnyville has approved a \$45,000 contribution which is not tied to land purchase.

Recommendation

Council to determine the nature of their contribution to Muni Corr to assist with repairing the Beaver River Trestle.

Additional Information

Originated By : skitz

This small parcel is owned by Imperial
Oil, the rest is owned by Muni-Corr

MALLAIG



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Issue Summary Report

7.17. TRAVIS

#20140501013

Meeting : May 6, 2014

Meeting Date : 2014/05/06 10:00

Background

The Province has recently allowed the sharing of permit fees with municipalities through the TRAVIS MJ system. In order to participate municipalities must sign the Memorandum of Agreement (included as an attachment), as well as set the fees that the municipality will collect for each permit issued or canceled. Based on past permits issued, the County will benefit by approx \$50,000 annually by this sharing of fees. Council will have to amend the Fee Schedule Bylaw in order to properly set the fees for these permits. Administration will be bringing forward an amendment to this bylaw as a separate agenda item. Based on information received by Roadata who is partnered with the County on this undertaking, Administration will be proposing a \$20.00 fixed fee for both the permit application as well as permit cancelation.

Recommendation

That Council approve entering into the Memorandum of Agreement with Alberta Transportation effective May 6, 2014.

Additional Information

Originated By : skitz

Memorandum of Agreement

The Agreement is made this _____ day of _____, 2014

Between:

Her Majesty the Queen in right of Alberta
as represented by the Minister of Transportation
(hereinafter, the "Province")

-and-

County of St. Paul No. 19
(hereinafter, the "Municipality")

Background

The Province has developed the Transportation Routing and Vehicle Information System Multi Jurisdiction (TRAVIS-MJ) to address industry's need for a simplified, electronic oversize commercial vehicle permitting system. TRAVIS-MJ has the ability to accept a single electronic permit application and apply the rules and requirements of the Province and all affected municipalities to create a single permit document.

TRAVIS-MJ was designed to provide municipalities with a modern permit database tool which gives them the ability to easily approve/deny permits issued by the Province for travel on roads under their authority and to facilitate the sharing of permit revenue between the Province and the municipalities.

TRAVIS-MJ has the ability to charge permit applicants a fee set by the municipality for services provided by the municipality. This fee will be collected by the Province on behalf of each municipality and distributed to municipalities to ensure that the municipalities do not incur any cost in adopting TRAVIS-MJ. Participation in the TRAVIS-MJ initiative requires the maintenance of municipal data on the system as well as day-to-day operation to review and approve permit applications.

Therefore, in consideration of the following terms and conditions, Province and the Municipality agree as follows:

1.0 DEFINITIONS AND INTERPRETATION

1.1 Definitions - In this Agreement, the following expressions have the following meanings:

"Agreement" means this Memorandum of Agreement;

“Fixed Municipal Fee” means the fee that the Municipality is authorized to charge permit applicants in accordance with the *Municipal Government Act* for overweight permit approvals where the Municipality has enacted a bylaw restricting overweight loads and includes the costs of services attributable to approvals for overdimension permits where required to do so pursuant to the applicable permit;

“Parties” or “Party” means the Province and the Municipality or either of the Province or the Municipality;

“Regulation” means the *Commercial Vehicle Dimension and Weight Regulation*

“Total Fee” means the total of the Fixed Administration Fee and the Variable Fee, which is payable by the Province to the Municipality in accordance with this Agreement;

“TRAVIS-MJ” means the Transportation Routing and Vehicle Information System Multi Jurisdiction; and

“Variable Fee” means a prorated fee based on the percentage of actual distance travelled by a permitted commercial vehicle on roads located within the Municipality where the Municipality has direction, control and management of that road.

1.2 Section Numbers - References in this Agreement to section numbers are to the corresponding numbered provisions of this Agreement.

1.3 Entire Agreement - This Agreement is the entire agreement between the Province and the Municipality and supersedes all previous agreements, correspondence, negotiations and understandings. There are no agreements, representations, warranties, terms, conditions or commitments except as expressed in this Agreement.

2.0 TERM

2.1 Initial Term – This Agreement will be in effect for a term of five (5) years, commencing on April 1, 2014 and expiring on March 31, 2019 (the “Term”), unless sooner terminated in accordance with this Agreement.

2.2 Renewal – Provided that the Municipality is not in default under this Agreement, the Municipality shall have the option exercisable on no less than six months and no more than 12 months’ written notice to the Province prior to the expiry of the Term to extend this Agreement for one additional term of five (5) years on the same terms and conditions as this Agreement except there will be no further right to extend the Term.

3.0 THE MUNICIPALITY'S RESPONSIBILITIES

3.1 Permit Applications – The Municipality shall utilize TRAVIS-MJ for the purpose of accepting permit applications submitted by permit applicants through TRAVIS-MJ.

3.2 Permit Approvals – The Municipality shall use TRAVIS-MJ for the purpose of single trip overweight permit approvals where the Municipality has enacted a bylaw restricting overweight loads and approvals for overdimension permits where required to do so pursuant to the applicable permit.

3.3 Data – The Municipality is responsible for maintaining the business rules, road restrictions and other municipal data on TRAVIS-MJ. The Municipality shall provide timely road network data updates to the Province.

3.4 Restriction on other Fees – The Municipality shall not, either directly or through a contractor, charge permit applicants any fee, other than the Fixed Municipal Fee, for the review or approval of single trip overweight permits or overdimension permits.

3.5 Road Damage Charges – The Parties acknowledge and agree this Agreement does not prevent the Municipality from charging permit applicants for visible road or other infrastructure damage attributable to the permitted commercial vehicle.

3.6 Road Use Agreements – The Parties acknowledge and agree this Agreement does not prevent the Municipality from entering into road use agreements or from requiring bonds from permit applicants.

3.7 Use of Contractor – The Municipality may, at its discretion and sole cost, employ a contractor to perform data maintenance, permit approvals, or any other service related to TRAVIS-MJ provided that the use of a contractor by the Municipality does not relieve the Municipality of any of its responsibilities under this Agreement.

3.8 Changes to Fees – The Municipality may change the Fixed Municipal Fee provided that the Municipality notifies the Province in writing no less than six months' prior to such change taking effect.

4.0 PROVINCE'S RESPONSIBILITIES

4.1 Operation and Maintenance – The Province will maintain and operate TRAVIS-MJ at its sole cost and expense.

4.2 Access – The Province will provide access to TRAVIS-MJ to the Municipality for the purpose of permit acceptance and approval and to update business rules, road restrictions and other municipal data on TRAVIS-MJ, provided that such access will be at no cost to the Municipality.

4.3 Training and Support – The Province shall provide the Municipality with TRAVIS-MJ training and ongoing support at no cost to the Municipality.

4.4 Fee Schedule – The Province will maintain the fee schedule for the Fixed Municipal Fee as generated by the Municipality in TRAVIS-MJ and will update that fee schedule as required at no cost to the Municipality.

5.0 COLLECTION AND PAYMENT OF FEES

5.1 Fixed Municipal Fee – The Municipality may specify a Fixed Municipal Fee by notice in writing to the Province. The Province shall collect the Fixed Municipal Fee from permit applicants on behalf of the Municipality, using TRAVIS-MJ. The Municipality hereby designates the Province as its agent for this purpose.

5.2 Variable Fee – The Province will compute the Variable Fee using TRAVIS-MJ or, in the event TRAVIS-MJ is temporarily unavailable, such alternate comparable mechanisms that may be required. The Province shall collect the Variable Fee from permit applicants using the TRAVIS-MJ system.

5.3 Payment of Fees to Municipality – The Province shall remit the Total Fee collected to the Municipality within 30 days following the end of every quarter of each year during the Term, with the first quarter being from April to June. The Province shall provide a report detailing the Total Fee calculations and the permits to which the fees were applied within 60 days following March 31 of each year during the Term.

5.4 Applicant Cooperation - The Municipality agrees to cooperate with the Province in the completion of any audit, evaluation or inspection of the Total Fee.

5.5 GST - The Municipality acknowledges that Goods and Services Tax (“GST”) must be remitted to the Receiver General of Canada on account of the Fixed Municipal Fee. The Province, acting as agent pursuant to Section 5.1, shall collect GST from permit applicants as agent for the Municipality and pay the same to the Municipality for purposes of remitting to the Receiver General of Canada. The Municipality shall indemnify and hold harmless the Province for any GST, interest, penalties or any related losses, costs or damages in respect of the Province acting as agent for the Municipality in the collection of the Fixed Municipal Fee from permit applicants.

6.0 FEES DISPUTE

6.1 Dispute Notification – The Municipality will have 180 days following receipt of the report provided by the Province under Section 5.3 to notify the Province of any disputes concerning the Total Fee provided to the Municipality. Any such dispute concerning the Total Fee will be addressed through the dispute resolution process described in Article 11.

7.0 COMMUNICATION

7.1 Announcements – The Municipality shall not make any public announcement or issue any press release regarding the entering into of this Agreement or the payment of the Total Fee except in consultation with Province and with the approval of the Province as to the content of the announcement or press release, which approval shall not be unreasonably withheld.

7.2 Disclosure – The Municipality acknowledges and agrees that the Province may disclose this Agreement and its contents by any means chosen by the Province including without limitation tabling it before the Legislature.

7.3 Freedom of Information and Protection of Privacy Act – The Municipality acknowledges that information and records maintained by the Province relating to this Agreement may be subject to the *Freedom of Information and Protection of Privacy Act* (Alberta).

7.4 Use of Information – The Municipality shall use all information provided pursuant to this Agreement solely for Municipal permit purposes and only with respect to municipal roads located within the Municipality where the Municipality has direction, control and management of that road. The Municipality acknowledges that any use of the information for any purpose other than that set out in this Agreement is prohibited.

7.5 Information Security – The Municipality shall ensure that such reasonable security measures are in place as are necessary or advisable to ensure the information is kept secure and confidential and is not accessible to any person other than designated staff.

7.6 Third Party Requests – The Municipality shall promptly notify the Province when it receives any third party subpoena, order or other request for the Information.

7.7 Notification – The Municipality shall immediately notify the Province of any actual or potential loss, unauthorized disclosure, access or use of the Information, or any other breach or potential breach of any term or condition contained in this Agreement.

8.0 TERMINATION

8.1 Termination – This Agreement may be terminated as follows:

(a) by either Party on not less than six (6) months' prior written notice to the other Party; or

(b) forth with by the Province if the Municipality fails to cure a default under this Agreement within the time period set out in the notice from the Province of the Municipality's default, which time period shall account for the Municipality's ability to cure the default taking commercially reasonable action.

8.2 Effect of Termination – In the event this Agreement is terminated under Section 8.1, the Province will pay the outstanding amount of the Total Fee owing to the Municipality as of the effective date of the termination. The Province shall provide a final report detailing the Total Fee calculations and the permits to which the fees were applied within 60 days following final payment of the outstanding Total Fee. The obligations set out in this Section 8.2 shall survive this Agreement.

9.0 NOTICE

9.1 Notices - Any notice, consent or other communication under this Agreement must be in writing and is effective when delivered by any means, including fax transmission, to the following respective addresses:

(a) if to the Province:

Kim Durdle
Director, Transport Engineering
Transportation
4th fl Provincial Building
4920 - 51 Street
Red Deer, AB
T4N 6K8

Fax: 403 340-5092

(b) if to the Municipality:

Sheila Kitz, CAO
County of St. Paul No. 19
5015-49 Ave
St. Paul, AB
T0A 3A4

Fax: 780-645-3104

Either Party may change its contact information by giving notice to the other Party in the above manner.

10.0 INDEMNITY AND LIABILITY

10.1 Municipal Indemnity – The Municipality shall indemnify and hold harmless the Province, its employees and agents from any and all third party claims, demands, actions or costs (including legal costs on a solicitor-client basis) for which the Municipality is legally responsible, including those arising out of negligence or wilful acts by the Municipality, or the Municipality's employees or agents.

10.2 Provincial Indemnity – The Province shall indemnify and hold harmless the Municipality, its employees and agents from any and all third party claims, demands, actions or costs (including legal costs on a solicitor-client basis) for which the Province is legally responsible, including those arising out of negligence or wilful acts by the Province, or the Province's employees or agents.

10.3 Survival – The indemnities provided by the Parties in Section 10.1 and Section 10.2 shall survive this Agreement.

10.4 Errors and Omission – The Municipality acknowledges and agrees that the Province is not liable for any errors or omissions in the TRAVIS data.

10.5 Damage – The Municipality acknowledges and agrees that the Province is not liable for damage to any municipal infrastructure or any other damage caused by commercial vehicles permitted in TRAVIS.

11.0 DISPUTE RESOLUTION

11.1 Consultation - The Parties shall consult each other should there be any disputes arising from the interpretation or implementation of this Agreement, and shall, in good faith, make all reasonable efforts to resolve the matter.

11.2 Reference to Senior Officials – If negotiations fail to resolve the dispute within a reasonable timeframe, the dispute will be referred for a decision to senior officials designated by each Party whose decision will be considered to be final.

12.0 GENERAL

12.1 Amendment and Waiver - No amendment of this Agreement is effective unless made in writing and signed by a duly authorized representative of each of the Province and the Municipality. No waiver of any provision of this Agreement is effective unless made in writing, and any such waiver has effect only in respect of the particular provision or circumstance stated in the waiver. No representation by either of the parties with respect to the performance of any obligation under this Agreement is capable of giving rise to an estoppel unless the representation is made in writing.

12.2 Additional Assurances - The Parties agree to from time to time do all such acts and provide such further assurances and instruments as may reasonably be required in order to carry out the provisions of this Agreement according to their spirit and intent; but this section shall not in any event be construed as obligating the Province to amend or enact any statute or regulation.

12.3 Assignment - The Municipality may not assign this Agreement or any right or benefit under it.

12.4 Alberta Law applies - This Agreement shall be construed, interpreted and applied in accordance with the laws and in the courts of the Province of Alberta.

The Parties have therefore executed this Agreement, each by its duly authorized representative, on the respective dates shown below.

Her Majesty the Queen in right of Alberta
as represented by the Minister of Transportation

Per:

Date

Per:

Date



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Issue Summary Report

7.18. BYLAW NO. 2014-10 - FEE SCHEDULE BYLAW

#20140502002

Meeting : May 6, 2014

Meeting Date : 2014/05/06 10:00

Background

As indicated in the previous item regarding the sharing of permit fees through the TRAVIS MJ System, we need to amend our Fee Schedule Bylaw to set the permit fees. The amendment is in red.

Recommendation

Motion to give all three readings to Bylaw No. 2014-10.

Additional Information

Originated By : pcorbiere

COUNTY OF ST. PAUL NO. 19

BYLAW NO. 2014-11

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-26.1 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 1179	Cash Deposit – Municipal Elections
Bylaw 1275	Noise Bylaw
Bylaw 1304	Assessment Appeals
Bylaw 1313	Dog Control Bylaw
Bylaw 1401	Fire Protection Bylaw
Bylaw 1426	Off Highway Vehicle Bylaw
Bylaw 1445	Cemetery Bylaw
Bylaw 1484	Corridor Regulation Bylaw
Bylaw 1555	Subdivision processes and appeals Bylaw
Bylaw 1556	Airport Committee Bylaw
Bylaw 1568	Records and Data Retrieval Bylaw
Bylaw 1574	Utilities Bylaw
Bylaw 1624	Tax Penalty Bylaw

This Bylaw comes into force and effect upon its final passing thereof.

Appendix 1 for 7.18.: 2014-10 Fee Schedule Bylaw

Read a first time in Council this 6th day of May, A.D. 2014.

Read a second time in Council this 6th day of May, A.D. 2014.

Read a third time in Council and duly passed this 6th day of May, A.D. 2014.

Reeve

Chief Administrative Officer

Schedule A

Administration- 12	
<u>Credit Cards</u>	
Credit card acceptance fee	3%
<u>Data Retrieval</u>	
Administration Fee	\$10.00 per 1/4 hour
Photocopying Fee	No charge for first 50 pages \$0.25/page for each additional page (Provided on CD or DVD) - \$5.00
Electronic Copy Fee	Cost of retrieval + 10%
Outside Retrieval Fee	
<u>Election Deposit (cash)</u>	\$100.00
<u>NSF Cheques</u>	\$20.00
<u>Promotional Items (Shirts, Caps, Flags etc.)</u>	Cost Recovery
<u>Geographical Information System</u>	
Custom GIS Mapping/ Analysis	\$65.00
<u>Maps</u>	
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
<u>Ortho Photo</u>	
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	
<u>Rural Address</u>	
Rural Address Binders	\$100.00
Rural Address Replacements Signs	Cost Recovery
Rural Address New Signs	\$0
<u>Assessment & Taxation</u>	
Tax Certificates	\$20.00
Tax Searches	\$20.00
Re-print Tax Notices	\$10.00
Assessment Appeals- Residential	\$50.00
Assessment Appeals- Non Residential (refundable if Successful)	\$200.00

Appendix 1 for 7.18.: 2014-10 Fee Schedule Bylaw

Assessment Records to Landlord	\$0
Assessment Records to Firms (per roll number)	\$20.00
<u>Tax Notifications</u>	
Registering Tax Notification	\$25.00
Discharge Tax Notification	\$0
<u>Tax Recovery Process</u>	
Admin Fee	As per MGA 427(1)(d)
Final Acquisition	No Charge
Revival of Title	Cost
Tax Sale	\$50.00
<u>County Office</u>	
Lower Level Board Room- ½ day	\$50.00
Lower Level Board Room -1 day	\$75.00
<u>Noise Bylaw Offence</u>	
1 st Offence	\$100.00
2 nd Offence	\$200.00
3 rd Offence	\$500-\$2500
<u>Off Highway Vehicle</u>	
1 st Offence	\$50.00
<u>Muni-Corr</u>	
Guilty of an Offence- 1 st Offence	\$1,000.00
2 nd Offence	\$2,000.00
<u>Penalties Unpaid Taxes</u>	
July 1 st	3%
December 1 st	10%
February 1 st	10%
<u>Access to Information (FOIP)</u>	
	As per Freedom of Information & Protection of Privacy Regulations
<u>Safety Codes Act Offences</u>	
	As per Safety Codes Act
Fire-23	
<u>Fire</u>	
Extinguish Fire Call	\$300.00
Open Air Fires:	
1 st Offence	Not to Exceed \$5000.00
2 nd & Subsequent Offences	Not to Exceed \$10,000.00
<u>District Fire Dept Responds</u>	
District Fire Dept Responds	\$250.00 each Hour or Fraction
Each additional fire fighter	\$20.00 per hour portion

Appendix 1 for 7.18.: 2014-10 Fee Schedule Bylaw

Anyone not complying with Bylaw	
- 1 st Offence	\$300.00
- 2 nd Offence within one year period	\$500.00
- 3 rd Offence or subsequent offence within one year period	\$1,000.00
Issuance of a Violation Ticket	Not less than \$300.00 & not more than \$10,000.00

PW 32

Cemeteries

Interment Plots- 5'x10'

One Cremation in existing Plot	\$200.00
2 nd Interment in existing Plot	\$300.00

Cremation Plots

5'x10'	\$600.00
2 nd interment in same plot	\$200.00

Newborn/ Infant Plots

\$200.00

Snow Plow Flags

\$20.00/ one time plow

Gravel- Private Sales

\$15.00/ yd delivered – 1st 20 cubic yds
\$25.00/ yd delivered – max 80 cubic yds

\$10.00/ yd self haul - 1st 20 cubic yds
\$20.00/ yd self haul – max 80 cubic yds

Custom Grader Work

\$60.00/hr

Unightly Properties

\$250 Administration Fee on any cleanup

Travis – MJ

\$20 Permit Application Fee
\$20 Permit Cancellation Fee

Airport -33

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
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
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

Appendix 1 for 7.18.: 2014-10 Fee Schedule Bylaw

Water & Sewer 41/42

Monthly Utility Rates

Lottie Lake

-Water Service Fee	\$20.00
-Consumption (Water - \$1.25 per cubic meter)	

Mallaig

-Water Service Fee	\$12.00
-Sewer Service Fee	\$20.00
-Consumption- (Water- \$1.35 per cubic meter)	

Ashmont

-Water Service Fee	\$12.00
-Sewer Service Fee	\$10.00
-Consumption- (\$1.50 per cubic meter)	

Ashmont Regional

-Service charge	\$50.85
-Consumption (Water-\$0.54 per cubic Meter)	

Elk Point Regional

-Service charge	\$51.64
-Consumption (Water-\$1.40 per cubic Meter)	

Exceptions to the above rates are as follows

Mallaig

Account No.	Name	Amount	Service
20049.1	Mallaig Arena	\$20.00/\$20.00	Flat Water/Sewer
20054.1	Heritage Homes	\$92.00	Flat Sewer
20055.1	Mallaig School	\$284.00	Flat Sewer
20077.1	Mallaig Curling Rink/Hall	\$20.00/\$20.00	Flat Water/Sewer

Ashmont

30009.1	Ashmont School	\$200.00	Flat Sewer
30012.1	Heritage Homes	\$50.00	Flat Sewer
30002.1	Ashmont Agriplex	\$12.00/\$10.00	Flat Water/Sewer

Sewer Work	\$30.00/ hour, Minimum of 2 hours
Frozen water Line	\$30.00/ hour, Minimum of 2 hours
Valve Change	Hourly Rate, Plus Parts
Frost Plate	\$20.00
Power Auger	\$30.00/ hour, Minimum of 2 hours
Water Thawer	\$30.00/ hour, Minimum of 2 hours
Snake	\$30.00/ hour, Minimum of 2 hours

Anyone who contravenes any provision of the Utility Bylaw and is found guilty of an offence as per section 5 – Protection of Utility Services	Not less than \$1000.00 & not more than \$2500.00
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Reconnection Fee	\$50.00
Not a Registered Owner	\$150.00

Appendix 1 for 7.18.: 2014-10 Fee Schedule Bylaw

Connection to Regional Line

At Cost

Summer Residents

For Any Additional Connections/ Disconnections Per year
A Minimum of 5 months a year

\$30.00
charge for 5 months whether they remain
for the full five months or not

New Water Service Connection

\$1500.00 Incl. cc valve, stem & casing,
water meter, & inspection

Service Connection

\$1000.00 (includes inspection)

Waste- 43

Waste Bin Rental Fees

3 yard bin:

- Once per month	\$64.80
- Every 2 Weeks	\$75.60
- Once per Week	\$86.40

4 yard bin:

- Once per month	\$75.60
- Every 2 Weeks	\$86.40
- Once per Week	\$97.20

6 Yard Bin:

- Once per month	\$ 81.00
- Every 2 Weeks	\$ 91.80
- Once per Week	\$102.60

Commercial Rentals will be charged extra monthly \$ 25.00

Roll off bin

- Monthly	\$135.00
- Weekly	\$ 33.75

-Plus Bin delivery/removal: \$110.00/hr

-Plus Landfill Tipping Fee: As Per site attendant

Agriculture Service Board-62

Dog Fines

Offence	Violation Tag Penalty	1st Offence Penalty for Violation Ticket	2nd Offence Penalty for Violation Ticket
Dog at large			
- Vicious Dogs	\$100.00	\$250.00	\$500.00
- Restricted Dogs	\$100.00	\$250.00	\$500.00
- Other Dogs	\$ 50.00	\$250.00	\$500.00
- Female in heat	\$ 20.00	\$ 30.00	\$ 50.00
- Barking, Howling	\$ 20.00	\$ 30.00	\$ 50.00
- Damage to property	\$ 20.00	\$ 30.00	\$ 50.00
- Dog in prohibited area	\$ 20.00	\$ 30.00	\$ 50.00
- More than 2 dogs on property	\$ 20.00	\$ 30.00	\$ 50.00

Appendix 1 for 7.18.: 2014-10 Fee Schedule Bylaw

- Threatening/ attacking a person	\$ 20.00	\$ 30.00	\$ 50.00
- Chasing a person	\$ 20.00	\$ 30.00	\$ 50.00
- Attacking, harassing, injuring or killing an animal	\$ 20.00	\$ 30.00	\$ 50.00
- Vicious or restricted dog not confined or on leash	\$100.00	\$250.00	\$500.00
- Interfering with Dog Control Off.	\$ 30.00	\$ 50.00	\$100.00

Agriculture - Rental Equipment

Rental Equipment	Damage Deposit	Rental
- Post Pounder	\$100.00	\$80.00/day \$160.00/day
- Cattle Weigh Scale (Imperial)	\$ 50.00	\$20.00
- Portable Corrals and Loading Chute	\$ 50.00	\$20.00
- Insecticide Sprayer 200 gal	\$ 50.00	\$43.00
- Herbicide Sprayer 175 gal	\$ 50.00	\$43.00
- Tree Planter	\$ 50.00	N/C
- Skunk Traps	\$ 20.00	N/C
- 16' Land roller \$3.00/ac minimum charge \$225.00		
- 30' Land roller \$3.00/ac minimum charge \$300.00		

Mouse Poison

\$2.00/bag

Beaver Control

\$200/dam removed

Planning & 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

Subdivision Applications

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 - \$900.00 per acre
Appeal Fee	\$200.00
Requests for time extensions	\$100 – Sec. 657(6) of the Act made to the subdivision Authority

Appendix 1 for 7.18.: 2014-10 Fee Schedule Bylaw

Copy of Current Land Title	\$20.00
Copy of ERCB Abandoned Well Records	\$20.00

Development Permits

Portable Accessory Building, Deck	\$ 50.00
-If all distances are met-	\$100.00
-If we have to advertise-	\$200.00
Access Dev. on Municipal Res. less than 5 meters in length	\$ 50.00
Access Dev. on Municipal Res. more than 5 meters in length	\$100.00
Signs	\$ 25.00 per \$1000.00 value of construction
Development - Secondary RV Unit	\$ 50.00 per year
Development of County Ordered Structures; Not requiring a Permit Appeal	\$200.00

Building Permits

Residential - Permit Fee

Single Family Dwelling (Main Floor & Second Floor)	\$0.47/sq.ft. + scc levy
Single Family Dwelling (Attached Garage)	\$0.07/sq.ft. + scc levy
<i>Minimum Fee: \$300.00; Maximum Fee \$1,000.00 (attached garage not included)</i>	
Building - Access Development on Municipal Reserve less than 5 meters in length	\$50.00 + scc levy
Building - Access Development on Municipal Reserve more than 5 meters in length	\$100.00 + scc levy

Modular/Mobile Home/ RTM

Home Relocation on Foundation, Basement or Crawlspace (minimum permit fee \$350.00)	\$0.30/sq.ft. + scc levy
Modular/RTM (minimum permit fee \$300.00)	\$0.25/sq.ft. + scc levy
Manufactured Home (Mobile Home)	\$200.00 + scc levy
Additions, Renovations, Basement Development (minimum permit fee \$125.00 ** maximum permit fee \$300.00)	\$0.25/sq.ft. + scc levy

Demolitions (Residential)

Residential Demolition	No Charge
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Minor Residential

Garage/shop (over 250sq.ft.) (minimum permit fee \$125.00 + scc levy)	\$0.25/sq.ft. + scc levy
Cold Storage Shop/unheated (minimum fee \$125.00 + maximum fee \$300.00 + scc levy)	\$0.25/sq.ft. + scc levy
Carport (minimum permit fee \$100.00 + scc levy)	\$0.18/sq.ft. + scc levy
Garden Storage Shed (250 sq. ft and under)	\$75.00 + scc levy
<i>Sheds (144 sq.ft. and under do not require a development permit)</i>	
Additions (minimum permit fee \$125.00)	\$0.25/sq.ft. + scc levy
Decks (500 sq.ft. and under), if not included in new construction	\$50.00. + scc levy

Appendix 1 for 7.18.: 2014-10 Fee Schedule Bylaw

Decks (over 500 sq.ft.), if not included in new construction	\$100.00. + scc levy
Gazebo (250 sq.ft. and under)	\$75.00+ scc levy
Gazebo (over 250 sq.ft.) minimum permit fee \$125.00 + scc levy	\$0.25/sq.ft. + scc levy
Wood Burning Stove, Fireplace (if not included in new construction)	\$100.00 + scc levy
Outdoor Privy (complete with holding tank)	\$100.00 + scc levy

Commercial: New & Renovations- Total Permit Fee (per \$1,000 Value)

First \$1,000,000	\$5.00 + scc levy
Over \$1,000,000	\$3.00 + scc levy
Minimum Fee: \$300.00	

Demolition (Commercial)

Commercial Demolition	\$150.00 + scc levy
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Compliance Certificates

Compliance Certificates	\$125.00
<i>Add 4% Safety Codes Council fee for each Permit issued with a minimum of \$4.50 and a maximum of \$560.00</i>	

Electrical Permit

New Residential Single Family Dwellings, Additions, Attached Garage

Square Footage	Home Owner Fee	Contractor Fee
Up to 1200	\$130.00 + scc levy	\$100.00 + scc levy
1201-1500	\$135.00 + scc levy	\$105.00 + scc levy
1501- 2000	\$140.00 + scc levy	\$110.00 + scc levy
2001-2500	\$150.00 + scc levy	\$120.00 + scc levy
2501-3500	\$160.00 + scc levy	\$130.00 + scc levy
Over 3500	\$160.00 + \$0.10 / sq ft	\$130.00 plus \$0.10 /sq ft.
RTM Home/Mobile Home	\$100.00 + scc levy	\$100.00 + scc levy

*Other than New Single Family Residential
(basement development, garage, addition, renovation, minor work)*

Detached Garage/Accessory Building

Square Footage	Home Owner Fee	Contractor Fee
Up to 1200 sq. ft.	\$100.00 + scc levy	\$75.00 + scc levy
Over 1200 sq. ft.	\$100.00 + \$0.10 / sq. ft.	\$75.00 + \$0.10 / sq. ft.
Maximum Permit Fee \$150.00 + scc levy		

Basement Development/Renovations

Square Footage	Home Owner Fee	Contractor Fee
Up to 1200	\$100.00 + scc levy	\$75.00 + scc levy
Over 1200 sq.ft.	\$100.00 + \$0.10 / sq. ft.	\$75.00 + \$0.10 / sq. ft. + scc levy

Appendix 1 for 7.18.: 2014-10 Fee Schedule Bylaw

Maximum Permit Fee \$150.00 + scc levy	
Permanent Service Connection Only	\$50.00 + scc levy
Temporary Power/Underground Service	\$50.00 + scc levy
Annual Electrical Permit	\$400.00 + scc levy

Add 4% Safety Codes Council Fee for each Permit issued with a minimum of \$4.50 and a maximum of \$560.00

Electrical

Non- Residential Installations

Installation Cost	Permit Fee - not including SCC levy*	Installation cost	Permit Fee - not including SCC levy*
0 - 1,000.00	\$75.00	38,001.00 - 39,000.00	\$430.00
1,001 - 1,500.00	\$85.00	39,001.00 - 40,000.00	\$445.00
1,500.01 - 2,000.00	\$95.00	40,001.00 - 41,000.00	\$460.00
2,000.01 - 2,500.00	\$100.00	41,001.00 - 42,000.00	\$475.00
2,500.01 - 3,000.00	\$105.00	42,001.00 - 43,000.00	\$490.00
3,000.01 - 3,500.00	\$110.00	43,001.00 - 44,000.00	\$505.00
3,500.01 - 4,000.00	\$120.00	44,001.00 - 45,000.00	\$520.00
4,000.01 - 4,500.00	\$130.00	45,001.00 - 46,000.00	\$535.00
4,500.01 - 5,000.00	\$135.00	46,001.00 - 47,000.00	\$550.00
5,000.01 - 5,500.00	\$140.00	47,001.00 - 48,000.00	\$565.00
5,500.01 - 6,000.00	\$145.00	48,001.00 - 49,000.00	\$580.00
6,000.01 - 6,500.00	\$150.00	49,001.00 - 50,000.00	\$595.00
6,500.01 - 7,000.00	\$155.00	50,001.00 - 60,000.00	\$610.00
7,000.01 - 7,500.00	\$160.00	60,001.00 - 70,000.00	\$625.00
7,500.01 - 8,000.00	\$175.00	70,001.00 - 80,000.00	\$640.00
8,000.01 - 8,500.00	\$180.00	80,001.00 - 90,000.00	\$655.00
8,500.01 - 9,000.00	\$185.00	90,001.00 - 100,000.00	\$680.00
9,000.01 - 9,500.00	\$190.00	100,001.00 - 110,000.00	\$705.00
9,500.01 - 10,000.00	\$195.00	110,001.00 - 120,000.00	\$730.00
10,000.01 - 11,000.00	\$205.00	120,001.00 - 130,000.00	\$755.00
11,000.01 - 12,000.00	\$215.00	130,001.00 - 140,000.00	\$780.00
12,000.01 - 13,000.00	\$225.00	140,001.00 - 150,000.00	\$805.00
13,000.01 - 14,000.00	\$230.00	150,001.00 - 160,000.00	\$830.00
14,000.01 - 15,000.00	\$235.00	160,001.00 - 170,000.00	\$855.00
15,000.01 - 16,000.00	\$240.00	170,001.00 - 180,000.00	\$880.00
16,000.01 - 17,000.00	\$245.00	180,001.00 - 190,000.00	\$905.00

Appendix 1 for 7.18.: 2014-10 Fee Schedule Bylaw

17,000.01 - 18,000.00	\$255.00	190,001.00 - 200,000.00	\$930.00
18,000.01 - 19,000.00	\$260.00	200,001.00 - 210,000.00	\$955.00
19,000.01 - 20,000.00	\$265.00	210,001.00 - 220,000.00	\$1,005.00
20,000.01 - 21,000.00	\$270.00	220,001.00 - 230,000.00	\$1,055.00
21,000.01 - 22,000.00	\$275.00	230,001.00 - 240,000.00	\$1,105.00
22,000.01 - 23,000.00	\$280.00	240,001.00 - 250,000.00	\$1,155.00
23,000.01 - 24,000.00	\$285.00	250,001.00 - 300,000.00	\$1,205.00
24,000.01 - 25,000.00	\$290.00	300,001.00 - 350,000.00	\$1,255.00
25,000.01 - 26,000.00	\$295.00	350,001.00 - 400,000.00	\$1,330.00
26,000.01 - 27,000.00	\$305.00	400,001.00 - 450,000.00	\$1,405.00
27,000.01 - 28,000.00	\$315.00	450,001.00 - 500,000.00	\$1,480.00
28,000.01 - 29,000.00	\$325.00	500,001.00 - 550,000.00	\$1,555.00
29,000.01 - 30,000.00	\$335.00	550,001.00 - 600,000.00	\$1,630.00
30,000.01 - 31,000.00	\$345.00	600,001.00 - 650,000.00	\$1,730.00
31,000.01 - 32,000.00	\$355.00	650,001.00 - 700,000.00	\$1,830.00
32,000.01 - 33,000.00	\$365.00	700,001.00 - 750,000.00	\$1,930.00
33,000.01 - 34,000.00	\$375.00	750,001.00 - 800,000.00	\$2,030.00
34,000.01 - 35,000.00	\$385.00	800,001.00 - 850,000.00	\$2,130.00
35,000.01 - 36,000.00	\$395.00	850,001.00 - 900,000.00	\$2,280.00
36,000.01 - 37,000.00	\$405.00	900,001.00 - 950,000.00	\$2,430.00
37,000.01 - 38,000.00	\$415.00	950,001.00 - 1,000,000.00	\$2,580.00

Add 4% Safety Codes Council fee for each Permit issued with a minimum of \$4.50 and a maximum of \$560.00

Gas Permit Fee Schedule

New Residential Single Family Dwellings

Square Footage	Home Owner Fee	Contractor Fee
Up to 1200	\$130.00 + scc levy	\$100.00 + scc levy
1201-1500	\$135.00 + scc levy	\$105.00 + scc levy
1501-2000	\$140.00 + scc levy	\$110.00 + scc levy
2001-2500	\$150.00 + scc levy	\$120.00 + scc levy
2501-3500	\$160.00 + scc levy	\$130.00 + scc levy
Over 3500	\$160.00 + \$0.10 / sq ft	\$130.00 + \$0.10 / sq ft
RTM Home/Mobile Home		\$100.00 + scc levy
Minor Work (replace furnace, hot water tank)		\$60.00 + scc levy

Number of Outlets	Home Owner Fee	Contractor Fee
1 to 3	\$125.00 + scc levy	\$100.00 + scc levy
4	\$130.00 + scc levy	\$105.00 + scc levy
5	\$135.00 + scc levy	\$110.00 + scc levy
6	\$140.00 + scc levy	\$115.00 + scc levy
7	\$145.00 + scc levy	\$120.00 + scc levy

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8	\$150.00 + scc levy	\$125.00 + scc levy
9	\$155.00 + scc levy	\$130.00 + scc levy
10	\$160.00 + scc levy	\$135.00 + scc levy
Over 10	\$160.00 + \$10.00/outlet over 10	\$135.00 + \$10.00/outlet over 10

Description	Permit Fee - not including SCC Levy
Propane Tank Set (does not include connection to appliance)	\$100.00 + scc levy
Temporary Heat	\$75.00 + scc levy

Gas for Non-Residential

BTU Input	Permit Fee not including SCC Levy
0 to 150,000	\$100.00
150,001 to 250,000	\$110.00
250,001 to 350,000	\$120.00
350,001 to 500,000	\$130.00
500,001 to 750,000	\$150.00
750,001 to 1,000,000	\$170.00
Over 1,000,000	\$170.00 + \$50.00 / 1,000,000 (or portion of) over 500,000 BTU

Description	
Residential Propane Tank Set (does not include connection to appliance)	\$50.00 + scc levy
Propane Tank Set (does not include connection to appliance)	\$100.00 + scc Levy
Add \$50.00 for each additional tank set	
Add \$50.00 when connecting to vaporizer	

Temporary Heat

BTU's	Permit Fee-Not including SCC levy
0 to 250,000	\$100.00
250,001 to 500,000	\$225.00
Over 500,000	\$225.00 + \$10.00 / 100,00 BTU (or Portion of) over 500,000 BTU

Add 4% Safety Codes Council Fee for each Permit Issued with a Minimum of \$4.50 and a Maximum of \$560.00

Plumbing- New Residential Single Family Dwellings

Square Footage	Home Owner Fee	Contractor Fee
Up to 1200	\$130.00 + scc levy	\$100.00 + scc levy
1201-1500	\$135.00 + scc levy	\$105.00 + scc levy
1501-2000	\$140.00 + scc levy	\$110.00 + scc levy
2001-2500	\$150.00 + scc levy	\$120.00 + scc levy
2501-3500	\$160.00 + scc levy	\$130.00 + scc levy
Over 3500	\$160.00 + \$0.10 / sq. ft.	\$130.00 + \$0.10 / sq. ft.

RTM Home/Mobile Home

\$100.00 + scc levy

Minor Work

\$60.00 + scc levy

Number of Fixtures	Home Owner Fee	Contractor Fee
1	\$125.00 +scc levy	\$100.00 + scc levy
2	\$125.00 + scc levy	\$100.00 + scc levy
3	\$125.00 + scc levy	\$100.00 + scc levy
4	\$125.00 + scc levy	\$100.00 + scc levy
5	\$130.00 + scc levy	\$105.00 + scc levy
6	\$130.00 + scc levy	\$105.00 + scc levy
7	\$135.00 + scc levy	\$110.00 + scc levy
8	\$140.00 + scc levy	\$115.00 + scc levy
9	\$145.00 + scc levy	\$120.00 + scc levy
10	\$150.00 + scc levy	\$125.00 + scc levy
11	\$155.00 + scc levy	\$130.00 + scc levy
12	\$160.00 + scc levy	\$135.00 + scc levy
13	\$165.00 + scc levy	\$140.00 + scc levy
14	\$170.00 + scc levy	\$145.00 + scc levy
15	\$175.00 + scc levy	\$150.00 + scc levy
16	\$180.00 + scc levy	\$155.00 + scc levy
17	\$185.00 + scc levy	\$160.00 + scc levy
18	\$195.00 + scc levy	\$170.00 + scc levy
19	\$200.00 + scc levy	\$175.00 + scc levy
20	\$205.00 + scc levy	\$180.00 + scc levy
Over 20	\$205.00 + \$5.00 / fixture over 20	\$180.00 + \$5.00 / fixture over 20

Private Sewage Permit

Description	Home Owner Fee	Contractor Fee
Holding Tank	\$80.00 + scc levy	\$60.00 + scc levy
Open Surface Discharge	\$160.00 + scc levy	\$120.00 + scc levy
Fields / Mounds	\$160.00 + scc levy	\$120.00 + scc levy
Any system with Treatment Plant	\$400.00 + scc levy	\$200.00 + scc levy

Appendix 1 for 7.18.: 2014-10 Fee Schedule Bylaw

Add 4% Safety Codes Council Fee for each Permit Issued with a Minimum of \$4.50 and a Maximum of \$560.00

Electrical Permit - New Residential Single Family Dwellings, Additions, Attached Garage

Square Footage	Home Owner Fee	Contractor Fee
Up to 1200	\$130.00 + scc levy	\$100.00 + scc levy
1201-1500	\$135.00 + scc levy	\$105.00 + scc levy
1501-2000	\$140.00 + scc levy	\$110.00 + scc levy
2001-2500	\$150.00 + scc levy	\$120.00 + scc levy
2501-3500	\$160.00 + scc levy	\$130.00 + scc levy
Over 3500	\$160.00 + \$0.10 / sq. ft.	\$130.00 + \$0.10 / sq. ft.
RTM Home/Mobile Home	\$100.00 + scc levy	\$100.00 + scc levy

Other than New Single Family Residential (basement development, garage, addition, renovation, minor work)

Detached Garage/ Accessory Building

Square Footage	Home Owner Fee	Contractor Fee
Up to 1200 sq.ft.	\$100.00 + scc levy	\$75.00 + scc levy
Over 1200 sq.ft.	\$100.00 + \$0.10 / sq.ft.	\$75.00 + \$0.10 / sq.ft.

Maximum Permit Fee \$150.00 + scc levy

Basement Development/ Renovations

Square Footage	Home Owner Fee	Contractor Fee
Up to 1200sq.ft.	\$100.00+ scc levy	\$75.00 + scc levy
Over 1200 sq.ft.	\$100.00 + \$0.10 / sq.ft.	\$75.00 + \$0.10/ sq. ft. + scc levy
Maximum Permit Fee \$150.00 + scc levy		
Permanent Service Connection Only		\$50.00 + scc levy
Temporary Power/ Underground Service		\$50.00 + scc levy
Annual Electrical Permit		\$400.00 + scc levy

Add 4% Safety Codes Council Fee for each Permit Issued with a Minimum of \$4.50 and Maximum of \$560.00

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

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	\$ 2.00

<u>Floating Stone, Lac Bellevue, Stoney Lake</u>	
- Non Power	\$20.00
- Power	\$30.00



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

Issue Summary Report

7.19. LINEAR ASSESSMENT CHANGE

#20140501014

Meeting : May 6, 2014

Meeting Date : 2014/05/06 10:00

Background

As per the update that Council received at the Public Works Meeting, the County has received a linear assessment change from Municipal Affairs for Inter Pipelines. The change is a reduction of 28,702,830 of assessment which equates to revenue lost of \$609,820. \$93,579 of that total represents the school tax portion of the total revenue. Additionally \$4,828 is the portion that represents the tax for the MD Foundation. Both these amounts - total \$98,407 - can be recovered through an underlevy, however that would not be realized until the 2015 fiscal year. This leaves the County with a budget issue of \$511,413 to deal with. This could be taken from the Unrestricted Surplus that is \$4,678,866 as of December 2013.

At the Public works meeting, I informed Council that likely this assessment change would affect other municipalities. Following that meeting it has been determined that there are 5 municipalities in the north east that are adversely affected by this assessment change - for a total of almost 180,000,000 in assessment and in excess of \$3,000,000 of revenue lost. Indications from the other municipalities is that they are in favour of working collectively to approach the Minister of Municipal Affairs as to how these municipalities will be able to deal with the loss of revenue when they have already approved their budgets and Mill Rate Bylaws.

The MD of Wainwright has indicated that they are interested in working with us collectively, however they have also sent a letter from their municipality indicating their concern regarding the large assessment change and lack of notice.

Finally I do have some correspondence that indicates that Municipal Affairs was aware of the potential of this change in March, however municipalities were only notified on April 22. It is frustrating that some notice was not provided to the affected municipalities so that they could have removed the assessment from their total before finalizing the budgets.

Recommendation

That Council approve sending a letter to the Minister of Municipal Affairs regarding the linear assessment change.

That Council approve setting up of a meeting with the Minister of Municipal Affairs jointly with the affected municipalities.

Motion to appointed one Councillor and the CAO to represent the County at this meeting.

Additional Information

Originated By : skitz



Municipal District of Wainwright No. 61

717 - 14 Avenue, Wainwright, Alberta T9W 1B3 (780) 842-4454 Fax (780) 842-2463

OFFICE OF THE REEVE

April 29, 2014

Alberta Municipal Affairs
Honorable Greg Weadick, Acting Minister
#404 Legislature Building
10800 – 97 Avenue
Edmonton, AB T5K 2B6

Dear Mr. Weadick:

Re: Linear Assessment Changes

We were greatly disappointed to receive notification from Alberta Municipal Affairs last week stating that our total linear assessment for 2014 had decreased by \$31,814,150. Although several assessments within the Municipal District of Wainwright No. 61 have been adjusted, the largest and most concerning is the decrease in the Inter Pipeline Ltd. assessment of \$31,776,850. This one adjustment alone amounts to a loss in tax revenue of \$702,541.67. As our annual budget has already been approved by Council and our mill rates have been set, we are unable to adjust for this change. We will receive less tax revenue than budgeted, however our requisitions for education, lodge, E911, fire and recreation will remain the same, creating an under-levy and financial strain on our organization.

As a rural municipality, we spend millions of dollars each year rehabilitating our roads. Had we been provided advance notification of these linear assessment changes, we could have adjusted our budget accordingly. Instead, we received notification in late April, which is a time when we have already advertised and tendered out our capital projects, leaving us little to no room for adjustment. We understand several other rural municipalities in our area have received similar linear assessment changes and are facing the same financial dilemma. Perhaps a meeting or conference call could be organized to discuss these adjustments and future notification methods.

Please feel free to contact me at 780-842-7309 to discuss this matter further.

Sincerely,

Bob Barss
Reeve

Cc: Mr. Steve White, Executive Director of Assessment Services
Cc: Mr. Michael Merritt, Assistant Deputy Minister



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Issue Summary Report

7.20. IN CAMERA ITEM

#20140430007

Meeting : May 6, 2014

Meeting Date : 2014/05/06 10:00

Recommendation

Motion that the meeting to in camera to discuss land and staffing issues.

Additional Information

Originated By : pcorbiere



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Issue Summary Report

8.1. CAO REPORT

#20140403003

Meeting : May 6, 2014

Meeting Date : 2014/05/06 10:00

Additional Information

Originated By : skitz



County of St Paul No 19
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Issue Summary Report

9.1. MAY 27 @ 10:00 A.M. - PUBLIC WORKS

#20140502003

Meeting : May 6, 2014

Meeting Date : 2014/05/06 10:00

Additional Information

Originated By : pcorbiere



County of St Paul No 19
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Issue Summary Report

9.2. JUNE 2 @ 4:00 P.M. - 4-H BEEF ON A BUN

#20140502004

Meeting : May 6, 2014

Meeting Date : 2014/05/06 10:00

Additional Information

Originated By : pcorbiere



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Issue Summary Report

10.1. LISTING OF ACCOUNTS PAYABLE

#20140403005

Meeting : May 6, 2014

Meeting Date : 2014/05/06 10:00

Recommendation

Motion to file the listing of Accounts Payable as circulated:

<u>Batch</u>	<u>Cheque Date</u>	<u>Cheque Nos.</u>	<u>Batch Amount</u>

Additional Information

Originated By : pcorbiere



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Issue Summary Report

10.2. COUNCIL FEES

#20140403006

Meeting : May 6, 2014

Meeting Date : 2014/05/06 10:00

Recommendation

Motion to approve the Council Fees for the Month of April, 2014 as circulated.

Additional Information

Originated By : tmahdiuk



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

Issue Summary Report

10.3. BUDGET TO ACTUAL

#20140403007

Meeting : May 6, 2014

Meeting Date : 2014/05/06 10:00

Executive Summary

Recommendation

Motion to approve the budget to actual as of April, 2014.

Additional Information

Originated By : skitz