



**County of St. Paul No 19
Council Meeting
AGENDA**

**Tuesday, June 11, 2019
10:00 AM**

Pages

1.	Call to Order	
2.	Minutes	
3.	Bank Reconciliation	
4.	Additions to Agenda and Acceptance of Agenda	
5.	Closed Session	
5.1	Closed Session	1
6.	Business Arising from Minutes	
6.1	Request for County to Pay Portion of Survey Costs For Railway Avenue in Mallaig	2
6.2	Regional Occupational Health and Safety Joint Servicing Agreement	3
6.3	Publish Council Remuneration	9
7.	Delegation	
7.1	11:00 am - Capella Centre	10
7.2	11:30 am - Frank Coutney, Vicinia Planning and Engagement Inc.-Rural ICF	21
7.3	1:00 pm - Stacey Bunker, Sante Estates	24
7.4	1:30 pm - Langley Robitaille	30
8.	New Business	
8.1	Infrastructure Asset Management Alberta Workshop	40
8.2	Request for Grant - Mann Lakes Golf Course	41

8.3	Request for Travel Grant - Mallaig Seniors	44
8.4	Request for Compensation for Damages to Vehicle	46
8.5	Request to Cancel Property Taxes on Lot 6, Block 3, Plan 0021849	49
8.6	Letter of Support for New Horizons Grant	51
8.7	Town of St. Paul Rec Board Member at Large	52
8.8	Hazard Assessment Policy SAF-35	53
8.9	Working Alone Policy SAF-43	56
8.10	Workplace Anti-Harassment Policy HR-130	63
8.11	Road Maintenance, Mowing and Weed Control Agreement with the SV of Horseshoe Bay	70
8.12	Request for Municipal Development Plan and Land Use Bylaw Amendment Regarding NE 34-58-10-W4	76
8.13	Request for General Municipal Servicing Standards Amendment Regarding Lot 1, Block 2, Plan 1120579	83
8.14	Request to Name Road - Viel Road	91
8.15	Equipment for Public Works	93
8.16	Tenders for Sale of Used Equipment	97
8.17	Tenders for Standing Hay Crop on NW 17-59-11-W4	98
9.	Correspondence	
10.	Reports	
10.1	CAO Report	
	CAO Report to be presented at the meeting.	
11.	Upcoming Meetings	
12.	Financial	
12.1	Budget to Actual	

12.2 Listing of Accounts Payable

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

12.3 Council Fees

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

13. Adjournment



Request for Decision

Council Meeting: June 11, 2019

5.1 Closed Session

Request

Items to be discussed during the closed session will be presented at the meeting.

Alternatives

Recommendation

That pursuant to Section 197(2) of the MGA, County Council move into closed session and close the meeting to the public as per Section 17, Division 2, Part 1 of the FOIP Act.

Submitted by: Phyllis Corbiere, Executive Assistant



Request for Decision

Council Meeting: June 11, 2019

6.1 - Request for County to Pay Portion of Survey Costs For Railway Avenue in Mallaig

Request

At the May 14, 2019 Council Meeting, Council made a motion to schedule a meeting with the residents along Railway Avenue in the Hamlet of Mallaig to discuss extending their lots to the north and that administration bring the information back to Council.

On May 22, 2019, administration along with Reve Upham and Councilor Amyotte met with residents in Mallaig along Railway Avenue. Information regarding area, increase in assessment value, and estimated tax increases were provided to each landowner. As per the request of Council, the survey cost was recalculated based on potential area acquired. This cost was also provided to the landowners.

At the May 22, 2019 meeting, the residents requested that the County of St. Paul cover 50% of the survey costs. The estimated cost of 50% of the survey cost is \$11,500.

Alternatives

Council approves the request to pay 50% of the cost of the survey estimate up to \$11,500.

Council denies the request to pay 50% of the cost of the survey estimate.

Council approves another monetary value to cover a portion of the cost of the survey estimate.

Recommendation

Administration is requesting Council provide direction regarding this matter.

Submitted by: Krystle Fedoretz, Director of Planning and Development



Request for Decision

Council Meeting: June 11, 2019

6.2 - Regional OH&S Joint Servicing Agreement

Request

At the May Council Meeting, Council tabled the Regional Occupational Health & Safety Joint Servicing Agreement for clarification regarding the requirement for Item 4a which refers to the Region of St. Paul Joint Health and Safety Committee.

The Safety Department has indicated that the Region of St. Paul Joint Health and Safety Committee is no longer required, as a result of the change in legislation.

The agreement is being presented for approval with the removal of item 4a.

Alternatives

Recommendation

Administration is recommending approve the Regional Occupational Health and Safety Joint Servicing Agreement with with the term expiring on December 31, 2024.

Submitted by: Phyllis Corbiere, Executive Assistant

REGIONAL OCCUPATIONAL HEALTH AND SAFETY JOINT SERVICING AGREEMENT

THIS AGREEMENT MADE ON JANUARY 1ST, 2017.

BETWEEN

The County of St. Paul No. 19

A Municipal Corporation in the Province of Alberta

Hereinafter called "the County"

OF THE FIRST PART

AND

The Town of Elk Point

A Municipal Corporation in the Province of Alberta

Hereinafter called "Elk Point"

OF THE SECOND PART

AND

The Town of St. Paul

A Municipal Corporation in the Province of Alberta

Hereinafter called "St. Paul"

OF THE THIRD PART

AND

The Summer Village of Horseshoe Bay

A Municipal Corporation in the Province of Alberta

Hereinafter called "the Summer Village"

OF THE FOURTH PART

WHEREAS municipalities are considered employers and have a variety of obligations to perform in accordance with the *Occupational Health and Safety Act* and its related regulations; and

WHEREAS the County, St. Paul, Elk Point and the Summer Village have agreed to work together through a regional occupational health and safety plan and programs to carry out occupational health and safety activities.

NOW THEREFORE, this agreement witnesses that in consideration of the mutual covenant and undertaking herein, the parties agree as follows:

- 1) The partnering municipalities will cost share all operating and capital expenses pertaining to occupational health and safety on a per capita basis as follows:

County of St. Paul No. 19	44.6%
Town of St. Paul	43%
Town of Elk Point	12%
Summer Village of Horseshoe Bay	0.4%

- 2) These per capita costs will be reviewed and adjusted if necessary to reflect any changes in the Federal Census population data. A municipality may wish to undertake a municipal census at which point, the municipal census data will be used.
- 3) The County will invoice the other partnering municipalities at a minimum of once a year for their respective share of the expenses. The fiscal year shall be from January 1st to December 31st.
- ~~4) The planning for and coordination of occupational health and safety service delivery shall be provided by the Region of St. Paul Joint Health and Safety Committee in accordance with the Terms of Reference for Committee Members established by the Committee.~~
 - ~~a) The Region of St. Paul Joint Health and Safety Committee shall be responsible for advising on occupational health and safety activities within the region and to advise the appointing councils as required. The Committee will aid each respective council with governance, but all resolutions passed by the Committee will be presented to all councils for ratification.~~
- 5) All parties agree that the Regional Director of Occupational Health and Safety shall be an employee of the County and shall serve as a member of the Region of St. Paul Joint Health and Safety Committee.
- 6) Should the position of Regional Director of Occupational Health and Safety become vacant, it will be the responsibility of the CAO of the County to fill the vacancy in accordance with the hiring policies of the County. The selection committee shall consist of the CAOs of the partnering municipalities.
- 7) This Agreement has effect commencing January 1st, 2017 and will expire on December 31st, 2024.

- 8) This Agreement will be terminated prior to the expiration date if written notice of intention to terminate is given by the council of any party to the councils of the other parties not less than one (1) year prior to the intended termination date, which shall be December 31st in a year to be specified in the notice of termination.
- 9) Any party withdrawing from this Agreement remains responsible for its share of any liabilities that the Region of St. Paul Joint Health and Safety Committee incurred up to the date of withdrawal and any severance, penalty, or other costs necessarily incurred by the Region of St. Paul Joint Health and Safety Committee as a result of the withdrawal.
- 10) Each party shall indemnify its representatives from any liability that may arise as a result of that member acting as a member of the Region of St. Paul Joint Health and Safety Committee.
- 11) If any disagreement arises among the parties as to the proper interpretation of this agreement that cannot be resolved, the parties shall submit the area of disagreement to an arbitrator as provided for in the *Arbitration Act*.

IN WITNESS WHEREOF the parties hereto have caused this Agreement to be executed by the hands of their duly authorized officers and the affixing of their respective seals on the date first written above.

SIGNED, SEALED, AND DELIVERED
in the presence of:

COUNTY OF ST. PAUL NO. 19

Per: _____
Chief Administrative Officer

Printed Name

Reeve

Printed Name
TOWN OF ELK POINT

Per: _____

Chief Administrative Officer

Printed Name

Mayor

Printed Name

TOWN OF ST. PAUL

Per: _____

Chief Administrative Officer

Printed Name

Mayor

Printed Name

SUMMER VILLAGE OF HORSESHOE BAY

Per: _____

Chief Administrative Officer

Printed Name

Mayor

Printed Name



Request for Decision

Council Meeting: June 11, 2019

6.3 - Publish Council Remuneration to Website

Request

At the April 9 Council Meeting, Council passed a motion to publish the Councillor meetings and conferences attended with an aggregate total for all Council members remuneration (including base salary and meeting per diems), reimbursed expenses and fees paid by the County including the pay schedule, effective January 1, 2019.

At the May Council Meeting, Council tabled a decision on the format of the Statement of Council Fees to be published on the County Website.

Based on the discussions at the May meeting, Administration has worked further on the spreadsheet to provide a complete summary encompassing all expenses. The spreadsheet will be presented at the meeting.

Alternatives

Recommendation

Administration will be looking for a motion to accept the Statement of Council Fees Summary form to be published on the website starting January 1, 2019.

Submitted by: Phyllis Corbiere, Executive Assistant



Request for Decision

Council Meeting: June 11, 2019

7.1 – 11:00 am - Capella Centre

Request

Leonie Amyotte, and Corrine Wieler-Harris, will be making a presentation on the Capella Centre bringing awareness of who they are, why they expanded, and explaining the gaps in service that they are addressing.

They will also discuss the attached sponsorship package.

Alternatives

Recommendation

Submitted by: Phyllis Corbiere, Executive Assistant



Capella
CENTRE

Capella Centre, formerly known as St. Paul & District Crisis Association, is a Non-Profit Charitable organization operating the Women's Emergency Shelter and Second Stage Shelter in St. Paul serving St. Paul and surrounding communities in North Central Alberta.

Since our incorporation in 1984, we have provided safety and security for thousands of women and children fleeing domestic violence and other crisis situations. Our programs are trauma informed and empowering for both women and children.

Domestic violence is almost always hidden. It could be your sister, daughter, Mother, Aunt, cousin, or your friend. As many as four million women and girls in our country suffer some kind of violence at the hands of their partners or ex-partners each year. Victims of domestic violence come from all walks of life, all cultures, income groups, ages, and all religions. What many of them have in common is feelings of helplessness, isolation, guilt, fear and shame.

Women's shelters help. Here in St. Paul, our shelter has responded to the increasing needs of our community. We have not only expanded our programs and services, but we have also expanded our facility to better meet the needs of the women and children who take refuge here. We added over 8800 square feet to our existing building to help us deliver more programming to support women and children heal from trauma.

We have wonderful sponsorship opportunities available for you, for both individuals and organizations. Room sponsorships are available as well as program sponsorships. Recognition for your sponsorship include a plaque outside your sponsored room (if applicable), your name and logo on our website with a link back to your own website, a social media shout out and recognition in our AGM booklets.

We have also prepared a sponsorship package for your convenience, laying out different opportunities available. We would love to have the opportunity to discuss these opportunities with you and explore options.

Warm regards,

Noreen Cotton
Executive Director
Capella Centre



Capella CENTRE

SPONSORSHIP PACKAGE

FUNDRAISING CAMPAIGN

Working Together to Create Healthy
Communities

SEPTEMBER 2018



WELCOME

I'd first like to thank you for taking the time to consider our sponsorship request. As we embark on an exciting evolution as an organization we would like to welcome you to be a part of changing lives and creating healthy communities where everyone can excel and discover their potential.

As a part of this evolution, we are rebranding and significantly expanding our emergency and transitional housing, and our online presence. By investing in our assets not only are we going to be better positioned to serve our communities, but we will be proud to more prominently display and thank those sponsors and funders who make the vital work we do possible.

Capella Centre, previously known as the St. Paul & District Crisis Association, has effectively been serving St. Paul and surrounding communities since March 8, 1984. The organization has evolved significantly, providing more than just a women's shelter. Capella Centre offers diverse, holistic programs and services supporting people of all ages, genders and walks of life.

We hope to hear from you and thank you for considering this sponsorship request.

NOREEN COTTON
Executive Director

CONTACT US

OFFICE

*P.O. Box 1237
St. Paul, Alberta
T0A 3A0*

*780-645-5132
director@stpaulcrisiscentre.ca*

COMMITTEE MEMBERS

NOREEN COTTON

Executive Director
C: 780-646-0588

CORRINE WIELER- HARRIS

KELLIE NICHIPORIK AMY BARTLETT

LEONIE AMYOTTE

JONATHAN BERUBE

SYLVIA LADOUCEUR

WEBSITE SPONSOR

\$1,000

AS A WEBSITE SPONSOR YOU WILL RECEIVE PROMINENT RECOGNITION ON OUR DIGITAL CHANNELS. THIS IS ESPECIALLY USEFUL FOR ORGANIZATIONS LOOKING FOR A MORE INTENSIVE DIGITAL PRESENCE.

- Logo displayed on our website for one-year, including a link to your website
- A one-time Social Media shout-out
- Recognition at our AGM by displaying your logo on a rotating presentation
- An honorary one-year non-voting membership
- Sponsorship certificate to proudly display



**LIMITED OPPORTUNITIES
AVAILABLE**

COMMUNITY SPONSORS

➔ Member Sponsor

\$250

AS A MEMBER SPONSOR YOU WILL RECEIVE RECOGNITION THAT YOU CAN PROUDLY DISPLAY IN YOUR HOME OR PLACE OF BUSINESS AND BE KNOWN AS A COMMUNITY BUILDER

- An honorary one-year non-voting membership
- Sponsorship certificate to proudly display
- A one-time Social media shout out



➔ Adopt-A-Family

\$75 TO \$750

SPONSORS CAN HELP SUPPORT A SINGLE WOMAN OR AN ENTIRE FAMILY IN NEED

- Sponsorship certificate to proudly display
- Sponsorships can be monetary, gifts-in-kind or a combination of both and sponsors will have the ability to provide a branded card with their sponsorship
- A one-time Social media shout out

We appreciate your support in any amount. Although the following pages detail out the funds required for building and furnishing, we will accept any size donation and can work with multiple organizations to build co-sponsorships.

SPONSORS

➞ Hair Salon Sponsor



Recovering from the effects of trauma can be a challenging journey. Rebuilding a sense of self by practicing self care is an important step in the healing process.

\$3,500 ONE AVAILABLE

- Plaque outside room recognizing your sponsorship
- Long-term website recognition including a link to your website
- A one-time Social Media shout-out
- One-time recognition at our AGM by displaying your logo on a rotating presentation
- An honorary one-year non-voting membership
- Sponsorship certificate to proudly display

➞ Teen Room Sponsor



The teen rooms offers a welcoming space for teens to get away from the business of the shelter and just 'hang out'.

\$5,000 TWO AVAILABLE

- Plaque outside room recognizing your sponsorship
- Long-term website recognition including a link to your website
- A one-time Social Media shout-out
- One-time recognition at our AGM by displaying your logo on a rotating presentation
- An honorary one-year non-voting membership
- Sponsorship certificate to proudly display



AS OUR ORGANIZATION UNDERTAKES TREMENDOUS GROWTH AND ADVANCEMENT IN ACHIEVING OUR MISSION, WE INVITE YOU TO BE A PART OF CREATING HEALTHY, VIBRANT COMMUNITIES IN OUR REGION.

➞ Family Room Sponsor



The family room offers a space where families can spend time together, promoting healing and strengthening of the family unit

\$5,000 TWO AVAILABLE

- Plaque outside room recognizing your sponsorship
- Long-term website recognition including a link to your website
- A one-time Social Media shout-out
- One-time recognition at our AGM by displaying your logo on a rotating presentation
- An honorary one year non-voting membership
- Sponsorship certificate to proudly display

➞ Bedroom Sponsor



A warm inviting atmosphere valuable in promoting restful sleep, critical for women and children healing from trauma

\$5,000 - \$7,500 PLEASE INQUIRE

- Plaque outside the room recognizing your sponsorship
- A one-time Social Media shout-out
- One-Time Recognition at our AGM by displaying your logo on a rotating presentation
- An honorary one year non-voting membership
- Long-term website recognition including a link to your website

SPONSORS

➔ Intake Room Sponsor



The intake room provides a safe, confidential, trauma informed space for women and children when they first go into the emergency shelter.

\$3,500 SPONSORED

- Plaque outside the room recognizing your sponsorship
- Logo displayed on our website for one-year, including a link to your website
- A one-time Social Media shout-out
- One-time recognition at our AGM by displaying your logo on a rotating presentation
- An honorary one-year non-voting membership
- Sponsorship certificate to proudly display

➔ Sensory Room Sponsor



Trained staff support women and children with emotional regulation using the senses. The sensory room is designed to promote mental and physical relaxation.

\$10,000 SPONSORED

- Plaque outside room recognizing your sponsorship
- Long-term website recognition, including a link to your website
- A one-time Social Media shout
- One-time recognition at our AGM by displaying your logo on a rotating presentation
- An honorary lifetime non-voting membership
- Sponsorship certificate to proudly display



➔ Playroom Sponsor



Our trauma informed playroom is designed to help children deal with stress and past trauma.

\$7,500 TWO AVAILABLE

- Plaque outside room recognizing your sponsorship
- Long-term website recognition including a link to your website
- A one-time Social Media shout-out
- One-time recognition at our AGM by displaying your logo on a rotating presentation
- An honorary one-year non-voting membership
- Sponsorship certificate to proudly display

➔ School Room Sponsor



A Certified Teacher works with school aged children in shelter, allowing them to continue their education without leaving the safety and security of the shelter,

\$7,500 ONE AVAILABLE

- Plaque outside room recognizing your sponsorship
- Long-term website recognition including a link to your website
- A one-time Social Media shout-out
- One-time recognition at our AGM by displaying your logo on a rotating presentation
- An honorary one year non-voting membership for your organization
- Sponsorship certificate to proudly display

SPONSORS



Family Visitation Room Sponsor



Our family visitation room provides a safe, confidential space for women and children to meet with family members and others to help build their support systems.

\$5,000 ONE AVAILABLE

- Plaque outside room recognizing your sponsorship
- Long-term website recognition including a link to your website
- A one-time Social Media shout-out
- One-time recognition at our AGM by displaying your logo on a rotating presentation
- An honorary one-year non-voting membership
- Sponsorship certificate to proudly display



Living Room Sponsor



Designed for relaxing and socializing the living room helps women and children develop connections with each other. These connections help to empower and encourage healing

\$7,500 ONE AVAILABLE

- Plaque outside room recognizing your sponsorship
- Long-term website recognition including a link to your website
- A one-time Social Media shout-out
- One-time recognition at our AGM by displaying your logo on a rotating presentation
- An honorary one year non-voting membership
- Sponsorship certificate to proudly display



Kitchen & Dining Room Sponsor



Safe Haven, a place where families eat together, laugh and connect. Food nurtures the mind, body and soul.

\$15,000 ONE AVAILABLE

- Plaque outside room recognizing your sponsorship
- Long-term website recognition including a link to your website
- A one-time Social Media shout-out
- One-time recognition at our AGM by displaying your logo on a rotating presentation
- An honorary one year non-voting membership
- Sponsorship certificate to proudly display in your place of business

SPONSORS



Laundry & Bath Sponsor



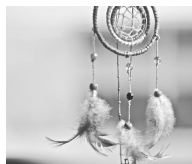
Our shared, private washrooms and laundry facilities help women and children feel safe, secure and comfortable

\$3,500 ONE AVAILABLE

- Plaque outside the room recognizing your sponsorship
- Long-term website recognition including a link to your website
- A one-time Social Media shout-out
- One-time recognition at our AGM by displaying your logo on a rotating presentation
- An honorary one-year non-voting membership
- Sponsorship certificate to proudly display



Spiritual/Smudging Room Sponsor



Designed for multi-faith use: praying, meditating and smudging. Spiritual healing is a critical step when healing from trauma.

\$3,500 ONE AVAILABLE

- Plaque outside room recognizing your sponsorship
- Long-term website recognition including a link to your website
- A one-time Social Media shout-out
- One-time recognition at our AGM by displaying your logo on a rotating presentation
- An honorary lifetime non-voting membership
- Sponsorship certificate to proudly display



Playground Sponsor



Playground equipment promotes physical activity, known to improve mental and physical health in children. Safety and security is ensured with a fence enclosing the entire back yard.

\$15,000 MULTIPLE AVAILABLE

\$20,000 FENCE SPONSORED

- Plaque or shared sign recognizing your sponsorship
- Long-term website recognition including a link to your website
- A one-time Social Media shout-out
- One-time recognition at our AGM by displaying your logo on a rotating presentation
- An honorary one year non-voting membership
- Sponsorship certificate to proudly display in your place of business

TRANSITIONAL HOUSING PROGRAM SPONSORS

➔ Comforter Level



By becoming a sponsors at the Comforter Level you are helping us to keep women and children safe. Your money is used towards furnishing these units.

\$7,500 MULTIPLE AVAILABLE

- Plaque outside room recognizing your sponsorship
- Long-term website recognition including a link to your website
- A one-time Social Media shout-out
- One-time recognition at our AGM by displaying your logo on a rotating presentation
- An honorary one year non-voting membership
- Sponsorship certificate to proudly display

OUR MISSION

“Empowering individuals and families to break the cycle of domestic violence, through safety, knowledge and respect”



➔ Protector Level



By becoming a sponsors at the Protector Level you are helping us to keep women and children safe. Your money is used towards furnishing these units.

\$10,000 TWO AVAILABLE

- Plaque outside apartment recognizing your sponsorship
- Long-term website recognition including a link to your website
- A one-time Social Media shout-out
- One-time recognition at our AGM by displaying your logo on a rotating presentation
- An honorary one year non-voting membership
- Sponsorship certificate to proudly display



Request for Decision

Council Meeting: June 11, 2019

7.2 - 11:30 am – Vicinia Planning and Engagement Inc.

Request

Frank Coutney, representing Vicinia Planning and Engagement Inc. will provide an update on the Rural ICFs. The meeting is for information purposes only and following the completion of the meetings with all municipalities Vicinia will be finalizing the required bylaws for adoption by both Councils.

Alternatives

Recommendation

Information

Submitted by: Phyllis Corbiere, Executive Assistant

County of St. Paul No. 19

Intermunicipal Collaboration Frameworks

Vicinia Planning and Engagement Inc. was retained by the Regional Partnership including Lac La Biche County, County of St. Paul, County of Smoky Lake, M.D. of Bonnyville, County of Two Hills and the County of Vermilion River; to complete nine Intermunicipal Collaboration Frameworks. We have been working closely with the administrative of each rural municipality to identify and assess any intermunicipal issues that may exist between the County of St. Paul and your neighbouring municipalities (Two Hills, Smoky Lake, Vermilion River, Lac La Biche and Bonnyville).

Intermunicipal Collaboration Frameworks

Bill 18, the Modernized Municipal Government Act stipulates that municipalities with a common boundary must develop an Intermunicipal Collaboration Framework:

1. to provide for the integrated and strategic planning, delivery and funding of intermunicipal services,
2. to steward scarce resources efficiently in providing local services, and
3. to ensure municipalities contribute funding to services that benefit their residents.

An ICF must inventory all services:

1. provided by each municipality
2. shared between municipalities on an intermunicipal basis
3. provided by third parties

With regard to services an ICF must address the following five services:

1. transportation
2. water and wastewater
3. solid waste
4. emergency services
5. recreation

An ICF must also address any other service provided that benefit residents in the other municipality. An ICF is essentially a cover letter that references all of the services that could be provided by municipalities, both independently and jointly. Reference will be made to existing agreements between the municipalities and neighbouring partners. For example, under Emergency services, the ICF's make reference to the existing mutual aid agreements you have with your rural neighbours.

In addition to the MGA requirements to reference services, an ICF must also include a dispute resolution process. In the event an issue arises after the ICF has been adopted there must be a mechanism to address the issue, including the various steps which will could result in binding arbitration if the dispute cannot be resolved locally. We also recommend that an ICF include wording regarding the development of new capital projects.

With regard to the Intermunicipal Collaboration Agreements between the County of St. Paul No 19 and your rural neighbours included in this project, there are not many issues or agreements.

County of Two Hills – The only outstanding issue is the need for an agreement regarding the waste water transfer station at Lac Sante. The Intermunicipal Development Plan has recently been approved by both municipalities and there is a mutual aid agreement.

M.D. of Bonnyville No. 87 – there are no outstanding issues with Bonnyville. Both municipalities have approved the Intermunicipal Development Plan, both municipalities are members of Muni-Corr and there is a mutual aid agreement.

County of Smoky Lake – Both Counties are members of Evergreen Waste Management Services Commission and have entered into an agreement to establish and maintain a mini-transfer station to serve the Hamlet of Spedden. The County of St. Paul has also entered into a construction access agreement with Smoky Lake to provide access to the metering station and pumphouse on the Highway 28/63 Commission water line. Both municipalities have entered into a mutual aid agreement, are members of Muni-Corr and have recently approved the Intermunicipal Development Plan.

County of Vermilion River - there are no outstanding issues with Vermilion River. Both municipalities have approved the Intermunicipal Development Plan and there is a mutual aid agreement.

Lac La Biche County – there are no outstanding issues with Lac La Biche. Both municipalities have approved the Intermunicipal Development Plan and there is a mutual aid agreement.

As the ICF is not a planning document, there is no requirement for a public hearing and or public consultation. We have prepared a brief news release for all municipalities to post on their web sites. Over the next month we will be meeting with the Councils of the other rural partners and during the summer months the ICF agreements will be finalized and presented to Council for approval. Council may give all three readings to the ICF bylaw in one Council meeting. Once the ICF is approved by both municipalities a copy of the ICF must also be provided to Alberta Municipal Affairs.

Respectfully Submitted

Brian Austrom, Associate Vicinia Planning and Engagement Inc.



Request for Decision

Council Meeting: June 11, 2019

7.3 - 1:00 pm – Stacey Bunker, Sante Estates

Request

Stacey Bunker, on behalf of Sante Estates Community, will request that Council consider oiling the ½ mile south of Township Road 564 on Range Road 113 into the Sante Estates Subdivision. They are requesting that the work be completed when Township Road 564 is oiled.

Letters from residents supporting this request are attached.

Alternatives

Recommendation

Submitted by: Phyllis Corbiere, Executive Assistant

Phyllis Corbiere

From: Stacey Bunker <stacey.bunker@firstgeneral.ca>
Sent: Monday, June 03, 2019 7:38 AM
To: Phyllis Corbiere
Cc: Maxine Fodness
Subject: Oiling of Range Road 113
Attachments: DOC060319.pdf

Hello, I am writing to you with regards to the Oiling that the County has scheduled for Township Rd 564 this year. Our subdivision, Sante Estates, is located ½ mile south of Township 564 on Range Road 113. We, as a community, are asking that you Oil this 1/2 mile stretch into the subdivision at the same time the other work is being done. With the equipment already on site, the savings would be considerable versus scheduling that small stretch of road for some time in the future. We note that all of the other lake subdivisions in our area, RR111, 112, 112A are already Oiled and ours is the only remaining gravel entry.

Sante Estates has a total of 67 lots with 42 current residences (some of which live there year round) and a remaining 25 lots for sale. The Sante Estate developer's invested in extra wide paved roads throughout the subdivision to help attract new buyers and be more cleaner and enjoyable for property owners. However, having to drive down a gravel road to get into the subdivision has been a real drawback for everyone. An Oiled road up to the entrance of Sante Estates would give the current property owners reassurance that their tax dollars are being put to good use and would also make the remaining properties much more appealing. This would mean more lot sales and hence more tax dollars to the County.

I've attached 3 letters from concerned Sante Estates' lot owners for your consideration. Their concerns are representative of the entire community.

We would like to appear as a delegation before council at your next meeting on June 11th. If possible, could you schedule us for late morning or early afternoon as we will be coming from Edmonton? If you need further information or specific names of who will be attending, please let me know.

Thank you very much, and I look forward to hearing from you.

Stacey Bunker
780-717-9452
Lot 853 - Sante Estates



Stacey Bunker <bunkerstacey@gmail.com>

Road Paving

Paul Teolis <paul.teolis@gmail.com>

Tue, May 28, 2019 at 7:36 AM

To: Stacey Bunker <bunkerstacey@gmail.com>

My name is Paul Teolis and I reside at lot 854-56316 RR 113, my wife and I are full time residents of Sante Estates, the condition of our portion of RR 113 into our property is deplorable. Firstly, that portion of the road is like washboard, secondly when it rains it's so slick it is hard to stay on the road, thirdly last year they graded the road once and that was after repeated calls to the County, mostly the answers were "we'll get to it" maybe we should respond the same way when we pay our taxes? The same applies to 564 which you seem to be taking care of we hope? We pay extremely high taxes in our area with very little services, at least with better roads we can feel a little better, the residents of our development are very upset that all other developments have at least reasonable roads into their subdivision. I hope you take this matter very seriously, we are fed up with the way things are at present and hope you have the resolve to correct it.

Sincerely Paul Teolis

On Thu, May 23, 2019 at 1:07 PM Stacey Bunker <bunkerstacey@gmail.com> wrote:

[Quoted text hidden]

County of St. Paul No.19

May 24th-2019

RE: Paving/Oiling of Township Road 564

To: Council

We are residents of Sante Estates in the county of St. Paul no.19 where we are owners of the property.

We have been notified recently that there is an upcoming Council meeting with an agenda to consider upgrading some gravel roads considered to be oiled. It's at this meeting we'd like a motion to have Range Road into our subdivision RR113 be oiled at the same time. It is only approximately 1/2 mile of additional road.

Our families travel to the Sante Estates roadways Rge Rd 564 and Rge Rd 113 on a regular basis 10 months of the year!

It's my understanding that **Currently RR111, RR112, RR112A are all oiled into their respective subdivisions. Yet our RR113 into our Sante Estates Subdivision are not.**

It's our intention today, to let the County of St. Paul know, that we'd very much like to have our subdivision of Sante Estates be considered to have **RR113 oiled.**

This will reduce the high amount of dust that stirs up in the air, causing dust clouds that drifts into our subdivision and causes visibility issues when several vehicles traveling together on the road and the same time.

If it pleases the council, we can attend the meeting to clarify our position for our Sante Estates community, to answer any questions or issues that might arise during your council meeting to expedite the process.

Best Regards,

Ross & Carmelle Black

Email: rosscob@telus.net

Cell# 780-289-7677



Stacey Bunker <bunkerstacey@gmail.com>

RR 113

1 message

Laverne Salk <lavernesalk@hotmail.com>
To: Stacey Bunker <bunkerstacey@gmail.com>

Fri, May 31, 2019 at 7:33 AM

Dear Council of The County of St. Paul No. 19

As part time resident of Sante Estates we would like to request your consideration to have RR113 paved while the equipment is in the area. While this will incur a small additional cost at the time, it will save money in the future. This Range Road is a main vein for us to support the vibrant Town of St. Paul and the drive would be more inviting if it were surfaced. We thank you for your consideration.

Laverne Saik &
Darwin Markowski
Lot 48 Sante Estates

Get Outlook for iOS

From: R Foster <Rob-Rhonda@hotmail.com>
Sent: Tuesday, June 04, 2019 8:23 PM
To: Paulette Mudryk <pmudryk@county.stpaul.ab.ca>
Cc: Stacey Bunker <bunkerstacey@gmail.com>
Subject: FW: Email for Council meeting June 11th

Subject: Email for Council meeting June 11th

Good day,

We understand there is a Council meeting June 11th at 1:30 p.m. We are unable to attend however, we want to have this email put forth in support of the Lac Sante representatives for the agenda item regarding paving/oiling TWP 564 and RR 113.

We would like to address our concerns to support the paving of RR 113 along with TWP 564 which has already been approved.

We have been lake owners at Sante Estates, Lac Sante for 5 years now. The two roads, TWP 564 and RR 113 are a huge deterrent for anyone looking to purchase property, visitors are refusing to drive there, and a real problem for owners who drive to their lake property or into St. Paul daily and weekly to work or even for supplies which supports the community.

The dust from the road is horrendous and the road itself is so rough and hard on the vehicles. We pay over \$3,000.00 for taxes and literally get nothing out of it but a place to put our garbage. When they do plow the roads in the winter a couple of times the plow makes a drift or pile blocking our drive way then we have to get someone with a bobcat or tractor to open it up for us.

We feel it is justifiable and reasonable to ask for decent roads with the amount of taxes we are paying.

Rob and Rhonda Foster
Lot 55, Sante Estates
Email: rob-rhonda@hotmail.com
Phone: 587-985-9971



Request for Decision

Council Meeting: June 11, 2019

7.4 – 1:30 pm - Langley Robitaille

Request

The Heinsburg Post Office closed on May 31st and the residents of Heinsburg are picking up their mail from super boxes at the Heinsburg Community Hall.

Langley Robitaille will present a proposal to Council for the Heinsburg Post Office. Mr. Robitaille will be talking about options to use the Heinsburg Community Hall or the Rail Station for the post office. He is also requesting funding from the County.

Alternatives

Recommendation

Submitted by: Phyllis Corbiere, Executive Assistant

Over 200 years ago in the rural area of Fort George, a community was built, which slowly flourished into a small town. This community flourished through tribulations such as the North West Rebellion, war, and economic hardship. A settlement was born and old merged with new. Eventually, the great iron rail covered this country. Soon came a church, school, hotel, wheelwright, pharmacy, and a post office appeared. It was this post office which brought a man named John Heins who aptly named the town Heinsburg. The post office has been a hub of communication and business for this community for the past 106 years. Although it has changed a few times, it is a staple of community identity. I purpose to save the post office in Heinsburg which is why I am here to present an idea and opportunity to you. I hope to inspire you to offer your support to help retain Heinsburg's post office thereby retaining one of the last commercial services in the town of Heinsburg.

There are two buildings that belong to the township that may be suitable as a post office. The buildings are the community hall, and the CNR Rail Station. Both of these locations have their drawbacks and benefits should they be used as a post office. Although one is costly it offers a greater long term payout and viability whereas the other may be more cost effective but does not offer the opportunity for growth.

The rail station is an historic building, it can be used for cultural/artistic/and commercial use. If interested, someone could apply for grants, as this building has historical significance, and therefore, by placing the post office in this building the rail station could possibly be brought back to its former glory. Not only can this building be renovated, should grants be attainable, the building could become usable for events and become a source of income for the county. If brought into working order and properly renovated, the building would become a place for the community to mingle while remaining useful and functional coinciding with the efforts of The Iron Horse Trail. The location has its own stage, and kitchen but requires heat, sewer, and water which becomes a costly and time consuming venture. The rail station does have a lot of potential but will require a higher dedication of resources from the county to make it a useable year round space. Canada Post does not supply funds for these types of ventures and as a result, should Heinsburg wish to place the post office in this location, the community will need to fund the venture.

The second option is the community hall. Although the building is owned by the county of St. Paul, I have approached the president of the hall and have asked them about their feelings towards the use of a small portion of the hall for a post office. An agreement must still be ratified by vote before a final agreement could be reached with them, but on first consultation they seemed agreeable. There is a space that can be used, and modified to fit the needs of a post office. The building will require that a door and a small wall be used to block outside access to a stairway for privacy reasons and the county would have to fund this renovation. Should the post office be placed in this space, the space needs to be blocked off from the rest of the hall so that the security of the mail can be ensured. Furthermore, the county would also have to fund the building of a wheelchair ramp so that the building is accessible to all.

If the county of St. Paul is willing to help invest in the future of Heinsburg's post office, I ask for funding options to be discussed and a choice to be made as to which building option will be supported for funding. As I previously mentioned, Canada Post does not provide any funding for renovations or

updates to a building. Should the county choose to not support the installation of a post office space, Heinsburg residents will have to drive to Frog Lake to receive their mail or they will have to pay a yearly fee of \$150 to have a post office box in Elk Point. The only other option for the townspeople of Heinsburg will be to use mono boxes which are installed in the town currently. These boxes do not allow residents to send mail as they are for receiving mail only. The boxes also do not allow residents to receive oversized mail such as parcels which once again means they will have to drive to another location to retrieve their incoming mail.

Currently, I have been informed that Canada Post will supply me with \$2279 annually to rent a space, so I am willing to give that to the county as rent as long as the postal service continues to provide that funding. If the funding should ever be terminated, I am not able to pay this out of my wages and at that time changes would have to be discussed with the county. Thank you for considering my proposal. Once a decision has been made and a building decided upon (if the vote favours the installation of a new post office) quotes would be supplied and discussed and details can be finalized.

I have enclosed a copy of a quote for the installation of heat into the rail station building and its estimated monthly maintenance of the train station and pictures. I have also enclosed photos of the hall and its available space.













TRADEMARK- PLUMBING & HEATING LTD.

4418-54 Avenue, Box 7767, Bonnyville, Alberta T9N 2J1
Ph: 780.826.7731 Fax: 780.826.4641 Email: mrbordeleau@yahoo.ca

June 4, 2019.

Heinsberg Train Station
Heinsberg, Alberta

Attention: Langley Robitaille

Re: Furnace Changeout

Dear: Langley

We are pleased to submit the following budget quotation for the above mentioned project as follows:

Supply and install 1- new Trane 120,000 BTU single stage up flow furnace to replace existing gravity furnace c/w supply air ductwork modifications, new venting for furnace, drain line, electrical and control hook-ups, gas hook-ups, gas permit, and disposal of old unit.

BUDGET PRICE \$ 9,500.00 GST EXTRA

Notes:

- Depending on insulation values of the building the gas bills could range around \$300.00 per month.
- Power consumption for the furnace wouldn't be a great cost, maybe \$40.00 per month.

Sincerely,
Trademark Plumbing & Heating Ltd.



Marcel Bordeleau
Estimator





Request for Decision

Council Meeting: June 11, 2019

8.1 - Infrastructure Asset Management Alberta Workshop

Request

The next Infrastructure Asset Management Alberta Workshop is being held in Red Deer on June 12th, 2019.

Administration is recommending approving Gina Laramée to attend this Workshop to further familiarize herself with Asset Management as this will fall within the purview of her new position.

Workshop registration is \$125.00.

Alternatives

Recommendation

Motion to approve Gina Laramée, Finance Technician, to attend the Infrastructure Asset Management Alberta Workshop on June 11, 2019 in Red Deer.

Submitted by: Kyle Attanasio, Director of Corporate Services



Request for Decision

Council Meeting: June 11, 2019

8.2 - Request for Grant – Mann Lakes Golf Course

Request

The owners of the Mann Lakes Golf Course are requesting a grant in the amount of \$4699.90, the total of their 2019 property taxes. The grant will help offset expenses so they can improve and maintain the golf course. The grant will allow them to offer reasonable fees for their customers and allow them to continue offering children 10 and under, the opportunity to golf for free under the supervision of an adult.

Alternatives

Approve a grant in the amount of \$4699.90.

Approve a grant in the amount of \$3,856.34, the Municipal portion of the property taxes.

Deny the request for a grant.

Recommendation

Administration is recommending to approve an operating grant for the municipal portion of the property taxes in the amount of \$3,856.34.

Submitted by: Phyllis Corbiere, Executive Assistant

Gerard and Kelly Martin
Box 109 St. Vincent, AB
T0A3B0 780.645.1252

June 3, 2019

County of St. Paul
5015-49 Avenue
St. Paul, AB
T0A 3A4

Att: Mr. Steve Upham, Reeve, and Council Members

Mr. Upham and Council Members,

We would like to thank you for your past support. As small business owners, we truly appreciate the grant we received last year to help offset some expenses and allow us to improve and maintain Mann Lake Golf Course. We would also like to request a grant for this year in the amount of \$4699.90 for these same reasons.

This grant will allow us to continue offering reasonable fees for our customers. This will also allow us to continue offering children 10 and under, the opportunity to golf for free under the supervision of an adult. New this year, we have introduced a new sport in the County, Footgolf! (It is a combination of soccer and golf). More info can be found on The Canadian Footgolf Association website (yes it is a recognized sport in Canada). This grant will also allow us to offset some costs associated with setting up Footgolf and being able to offer this new opportunity to everyone in the surrounding areas. No one else in the surrounding area offers Footgolf at this time. This will not only promote Mann Lake Golf Course, but it will also be positive promotion for the County of St. Paul and it will invite new people to our area.

I would also like to extend an invitation to the County of St. Paul to discuss the opportunity of possibly hosting a Golf or Footgolf tournament at Mann Lake Golf Course for your employees. We can offer many amenities including food (hamburgers, steak, etc), alcohol, cart rentals, club rentals, etc. We are the only golf course found in the County of St. Paul (outside town boundaries).

I appreciate your consideration of this request. This will continue to assist in encouraging a healthy lifestyle for our county members.

Please let us know of any questions.

Thank you,

Gerard and Kelly Martin

CC: Mr. Dale Hedrick
CC: Mr. Laurent Amyotte

----- Original message -----

From: Kelly Martin <kellymartinoct1977@gmail.com>
Date: 2019-06-05 10:39 a.m. (GMT-07:00)
To: Laurent Amyotte <lamyotte@county.stpaul.ab.ca>
Subject: Re: Mallaig School

Hi - some more info for meeting (grant request)

- We see about 25-30 kids a week golf for free with their parents (10 and under are free when accompanied by an adult)
- Footgolf is a new sport we'd like to promote in the area as no one else offers it (this sport will bring new people to our County and so it's great promotion for them too)
- I have worked with schools in the past and given them a discounted rate to help promote their golfing program (I would like to continue to offer these opportunities)
- I would like to look at offering fundraising opportunities for groups also (discounted rate offered and I could give out free passes as prizes)

Thanks.

Kelly



Request for Decision

Council Meeting: June 11, 2019

8.3 – Request for Travel Grant – Mallaig Seniors

Request

The Mallaig Senior Citizens used their 2018 transportation grant to cover the cost of a bus trip to the Elk Point Dinner theatre in March.

They are requesting another grant for 2019.

There is currently \$40,512 in the Transportation grant account

Alternatives

Recommendation

Administration is recommending to approve \$1,000 transportation grant for the Mallaig Seniors to be paid from the Public Transportation Grant Account.

Submitted by: Phyllis Corbiere, Executive Assistant

Mallaig & District Senior Citizens Club
Box 136
Mallaig, Alberta
T0A 2K0

St. Paul County
Sheila Kitz
5015-40 Avenue
St. Paul, AB
T0A 3A4

Dear Sheila Kitz,

This letter is an application for a Travel Grant. We have been informed that we should make this application if we used the funds we had received for traveling. In the past year, 2018, we used the funds for 1 bus trip to Elk Point for the Dinner Theatre in March.

We will be rented a bus this year, 2019, for the Dinner Theatre in Elk Point. We were 36 seniors from our area taking part. We are hopeful that you would be able to supply us with a Travel Grant again so that we can attend the Elk Point Dinner Theatre again next year.

Sincerely,
Georgette Corbiere
Secretary
May 13, 2019



Request for Decision

Council Meeting: June 11, 2019

8.4 - Request for Compensation for Damages to Vehicle

Request

A Division 4 residents has submitted a quote for damages to her oil pan she claims resulted from hitting holes on Range Road 101, 2 kilometers south of Township Road 500. She indicated that the road was signed, however she claims the signs were too close to the holes.

She is requesting compensation in the amount of \$517.52 to repair the damages.

Alternatives

Deny the request for compensation.

Refer the request to the County's insurance company.

Recommendation

Administration is recommending to refer the request to RMA Insurance.

Submitted by: Phyllis Corbiere, Executive Assistant

June 3, 2019

County of St. Paul No.19
5014. 49 Ave


To whom it may concern,

On May 30, 2019 at about 3:30 pm I was traveling south on Range Rd.101 about 2 kilometers south of TWP 500 where the county has signs indicate rough road. The signs are literally where the holes are and doesn't give drivers enough warning. I slowed down, because north bound traffic was coming and I was unable to avoid two big holes side by side. It damaged the oil pan along with a few other things under my car. After a few days I noticed the oil on the garage floor. I therefore made arrangements to have it towed to Lakeland Chev for a estimate and repairs.

Last year I had a similar incident on the Lafond road, also damaging my oil pan. I absorbed the cost then, but this year I have decided to contact Maxine Fodness and approach counsel for restitution in the cost of the repairs due to negligence on the County's part. I have got the estimate, it is \$ 543.34. I am not going through my insurance as my deductible is \$500.00

Please do not hesitate to contact me for further information at 780 645-5857

Sincerely

A handwritten signature in cursive script that reads "Lucie Jean".

Lucie Jean

cc Maxine Fodness

LAKELAND

CHEVROLET - BUICK - GMC

5015 - 44 Street • St. Paul, AB • T0A 3A0
 Phone: (780) 645-4414 • Fax: (780) 645-3564
 Email: info@lakelandgm.com
 www.lakelandgm.com

*** QUOTE ***
#1523
 Cust. Ph.
 (780) 645-5857

06/04/2019 10:38:23

To: Lucie Jean Box 101 Foisy AB T0A 1E0	Year: 2008 Veh Id: 1057 Unit #:
	Make: Chevrolet License #:
	Model: Cobalt Lt
	Colour: Imperial blue mgrey w/lc
	V.I.N.#: 1G1AL55F787322006
	In Service Date: 06/18/2008
	Cases: 1
	Ext. War:

Line: 1 Estimate tranny pan, gasket & 7L oil
 QUOTE Remove & Replace TRANSAXLE OIL PAN GASKET All Applicable Models

Service Advisor: Hozjan, Karlii

Quantity		Description/Correction		Retail	Price	Total
1.00		8685184 - Pan asm-a		\$138.38	\$138.38	\$138.38
		1 day away (CSO)				
1.00		24203590 - Gasket		\$87.05	\$87.05	\$87.05
		in stock				
1.00		24221762 - Fltr kit		\$104.18	\$104.18	\$104.18
		in stock				
1.00		19368597 - FLUID	Y	\$34.90	\$34.90	\$34.90
		in stock				
2.00		19367328 - FLUID	Y	\$7.30	\$7.30	\$14.60
		in stock				
		Estimate tranny pan, gasket & 7L oil			\$125.10	\$125.10
		Remove & Replace TRANSAXLE OIL PAN				
		GASKET All Applicable Models				
		Enviro Levy-Retail(3)			\$0.80	\$0.80
		Shop Charges			\$12.51	\$12.51
Misc	\$13.31	Labour	\$125.10	0.9 hrs	Parts	\$379.11
Line Total:						\$517.52Q
Expiration Date:						09/01/2019

Currency: Canadian Dollars		Quote Labour:	\$125.10
		Quote Parts:	\$379.11
		Quote Misc:	\$13.31
		Quote Sub Total:	\$517.52
		G/HST:	\$25.82
		PST:	\$0.00
GST Reg #: 723893517RT0001			
06/04/2019	Signature	Total:	\$543.34Q



Request for Decision

Council Meeting: June 11, 2019

8.5 - Request to Cancel Property Taxes on Lot 6, Block 3, Plan 0021847

Request

The owner of Lot 6, Block 3, Plan 0021847, Aline Drive Water Service, is requesting that the 2019 municipal portion of the property taxes be cancelled. This lot has a dugout and small shed with equipment to pump water to 3 lots in the subdivision.

The 2019 taxes are \$461.27, \$275.48 of which is the municipal portion.

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

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

Alternatives

Deny the request to cancel the municipal portion of the property taxes on Lot 6, Block 3, plan 0021847.

Approve a tax cancellation in the amount of \$275.48.

Recommendation

Administration is recommending to cancel the municipal property taxes in the amount of \$275.48 for the 2019 taxation year on Lot 6, Block 3, Plan 0021847, as per section 347 of the MGA.

Submitted by: Phyllis Corbiere, Executive Assistant

May 26, 2019

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

Re: Request Council Consideration.

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

I, Ed Glossop, represent this noted group of three acreages, all adjacent to
Aline Drive, all connected to a central water access source acre site known
as;

Lot	Blk	Plan	Roll Number
S.E 33. 58. 9. 4 6	3	0021847	9833117

We are collectively known as "Aline Drive Water Service", for legal land
rights only. Our group is only a non profit registered company limited; of
which each family holds a 1/3 interest. Associated to/Connected to each
legal acreage property, respectively. Note: Each owner understands a sale of
their acreage, also means the sale of their 1/3 interest in Lot #6 included.
Since securing a legal connection of each acreage property to this water site
in 2005, the additional tax of this location (i.e. Lot #6 to each acreage home
site) has been a tax assessment increase from \$200-per year to approx
\$1000- per year in only a ten (10) year period.
(\$206 in 2005, \$934 in 2010, \$942 in 2011, \$941 in 2012, \$860 in 2013
\$979 in 2014, 1,013 in 2015.

Therefore we respectfully request "A council consideration of municipal
tax cancellation or reduction: as provided for: Under Sec 347 (1) of the
Municipal Government Act. Since tax year 2011, the site tax was "Reduced
to NR Alta School Foundation only. Please reconsider this application again
for the taxation year 2019.

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

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

* CONTACT PERSON
FOR AMOUNT OWED
Ms. MARTI POLITE
780. 645. 0378.



Request for Decision

Council Meeting: June 11, 2019

8.6 - Letter of Support for New Horizons Grant

Request

FCSS is applying for a New Horizons Grant to implement a program for rural communities to provide supports, education and resources for seniors and their families to help understand the aging process. The grant will provide funding to bring in professionals to present information to seniors and their families at various locations throughout the municipality. Deadline to apply is June 21, 2019.

FCSS is requesting a letter of support to accompany their grant application.

Alternatives

Recommendation

Administration is recommending to provide FCSS with a letter of support to accompany their grant application under the New Horizons Grant Program.

Submitted by: Phyllis Corbiere, Executive Assistant



Request for Decision

Council Meeting: June 11, 2019

8.7 - Town of St. Paul Rec Board Member at Large

Request

Ron Wirsta, one of the County's members at large on the Town of St. Paul Rec. Board has resigned as he is unable to fulfill his commitments on the board. Members at large are usually appointed for a four-year term following the election. We are looking for a motion to advertise for a member at large to replace Mr. Wirsta for the remainder of the four-year term.

Alternatives

Recommendation

Administration is recommending advertising for a member at large to serve on the Town of St. Paul Rec Board for the remainder of the four-year term to October, 2021.

Submitted by: Phyllis Corbiere, Executive Assistant



Request for Decision

Council Meeting: June 11, 2019

8.8 - Hazard Assessment Policy SAF-35

Request

Policy SAF-35, the Hazard Assessment Policy, is being presented to Council, as amended, to mitigate unsafe acts and hazardous conditions in the workplace. This Policy was brought before the Policy Committee on April 23, 2019.

Alternatives

Recommendation

Motion to approve Policy SAF-35, the Hazard Assessment Policy as per the recommendations of the Policy Committee.

Submitted by: Kyle Attanasio, Director of Corporate Services



COUNTY OF ST. PAUL NO. 19

BALANCING RURAL HERITAGE WITH A DIVERSE ECONOMY

POLICY OBJECTIVE:

The County of St. Paul is committing to control the losses of human and material resources, correct unsafe acts and hazardous conditions, and ensuring compliance with legislation, County bylaws, policies, procedures, protocols, and directives.

POLICY STATEMENT:

A) ASSESSMENT PROTOCOL:

- 1) The County will routinely carry out hazard assessments ~~at~~ for all facilities, ~~and~~ job sites, ~~and tasks~~ to evaluate and control hazards which exist or those which may happen.
- 2) The Chief Administrative Officer is responsible for the overall operation of the program. ~~Safety supervisors along with~~ Site supervisors are responsible for leading the hazard assessment process. Management and Council will make corrections and control hazards through administrative controls, engineering controls, and the use of personal protective equipment.
- 3) A ~~checklist template~~ will be available from the Safety ~~Department Coordinator~~ when a hazard assessment is to be conducted. Further information can be obtained from Occupational Health and Safety ~~Code Regulations~~.
- 4) Hazard assessments will be reviewed weekly if job conditions have not changed, ~~when a new work process is introduced, a work process or operation changes, or construction, significant additions or alterations occur to a worksite~~, and annually for generic hazard assessments. Hazard assessments will be completed more frequently as new tasks are being performed or as the job conditions change.
- 5) Hazard assessments will be carried out in the following manner:

- a) Assemble the employees that will be involved
 - b) Discuss the possible hazards with ~~employees~~ affected workers
 - c) Tour the entire operation
 - d) Look for possible hazards originating from environment, material, equipment, and employees
 - e) Keep asking “what if this situation occurred?”
 - f) Record on the ~~checklist template~~ all items that require attention
 - g) Review findings with employees and solicit their input for control measures
 - h) Rank items on a “worst first” basis
 - i) Take corrective action and recommendations for the control of hazards such as safe work practices and job procedures, personal protective equipment, and so on.
 - j) Monitor and follow up to ensure that corrective measures have been implemented
- 6) Casual employees requiring foot protection will be advised that they are required to provide their own safety footwear and will be only be eligible for the safety footwear subsidy after being employed for six (6) months or more.
- 7) All employees, guests, and visitors will wear **proper personal protective equipment such as** Canadian Standards Association-approved safety glasses, Grade 1 safety boots, long trousers, long-sleeved shirts, hard hats, and any other specialty Personal Protective Equipment ~~such as highly visible clothing~~ required ~~for the job site as per~~ the Field Level Risk Assessment.



Request for Decision

Council Meeting: June 11, 2019

8.9 - Working Alone Policy SAF-43

Request

Policy SAF-43, the Working Alone Policy, is being presented to Council, as amended, to guide processes for employees when working alone. This Policy was brought before the Policy Committee on April 23, 2019.

Alternatives

Recommendation

Motion to approve Policy SAF-43, the Working Alone Policy as per the recommendations of the Policy Committee.

Submitted by: Kyle Attanasio, Director of Corporate Services



COUNTY OF ST. PAUL NO. 19

BALANCING RURAL HERITAGE WITH A DIVERSE ECONOMY

POLICY OBJECTIVE:

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.

POLICY STATEMENT:

A) 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.).

B) DEFINITIONS:

In this Policy, the following definitions apply:

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. **Once set up on the SafetyLink App, staff must select the sign on and select the check-in button. This operation will also show staff how much time is left before they are required to Check-In Again unless constantly moving more than 200 meters.**

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. When using the SafetyLink App staff must select Sign Off twice. The Sign Off at the upper right hand corner then at the bottom of the App.

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.

C) GUIDELINES:

- 1) The County 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.
- 2) The County shall provide field devices to field staff for Work Alone monitoring **such as a spot or a SafetyLink app for their smartphones.**
- 3) The County shall provide or compensate employees for their smartphone use for employees working alone; and if necessary a spare phone in the event of a failed device.
- 4) The County management shall be the secondary points of contact for staff members as appropriate.

- 5) 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 and the AEMC 911 of their decision to stop or turn back.
- 6) 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.

D) RESPONSIBILITIES:

Employer Responsibilities:

- 1) The County of St. Paul No. 19 will:
 - a) 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
 - b) 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
 - c) Develop and implement safe work procedures to eliminate or reduce identified risks, based on hazard assessments, and
 - d) Develop and implement safe work procedures to eliminate or reduce identified risks, based on hazard assessments, and
 - e) Provide an effective communication system that will allow the WorkAlone devices to report accurately to AEMC 911, and
 - f) Provide WorkAlone field devices to County employees for work in WorkAlone conditions, and
 - g) Train employees on the company's working alone procedures, and
 - h) 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
 - i) Ensure that employees comply with the County of St. Paul's Working Alone Policy and procedures, and
 - j) Review procedures annually to ensure that the existing policies and procedures are still applicable, and
 - k) Ensure the implementation of feedback and fixes in the WorkAlone system, based on employee and AEMC feedback and reports.

COUNTY OF ST. PAUL NO. 19
DEPARTMENT: SAFETY
COUNCIL APPROVAL: APRIL 11, 2006
AMENDED: MAY 6, 2014
AMENDED: JUNE 11, 2019

Supervisor Responsibilities

- 2) The County of St. Paul management team will:
 - a) Ensure that staff are trained on the following policies and tools:
 - i) The County of St. Paul No. 19's Working Alone Policy and procedures
 - ii) The use of CAMS Admin for accurate entry in staff and records
 - iii) The use of the SPOT
 - iv) The use of the **GEMINI WorkAlone SafetyLink** application for smartphones, if applicable
 - b) Receive training on the use of GPSCAMS or WorkAlone Client Manager to be able to 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
 - c) Establish the appropriate check-out/off monitoring conditions for employees, and
 - d) Establish the appropriate contacts and procedures for staff and monitors in case of an emergency and non-emergency, and
 - e) Keep staff member's contact information up-to-date in WorkAlone Client Manager and CAMS Admin so that monitors have the correct information, and
 - f) Provide an alternate check-in/assist/emergency contact method for staff to use if they cannot use the tools provided, and
 - g) Implement employee feedback procedures for all WorkAlone tools and procedures.

Employee Responsibilities

- 3) Employees of the County of St. Paul No. 19 will:
 - a) Attend or receive training in WorkAlone procedures, and
 - b) Carry a WorkAlone field device on work alone excursions, and
 - c) Ensure the WorkAlone field device is in good working order, and
 - d) Carry spare batteries and power systems for the WorkAlone field device, and
 - e) Ensure the SPOT **or SafetyLink App** is functioning properly before leaving to carry out their duties, and
 - f) Carry a cellular phone for contact by the AEMC 911, as the employee will always be the first point of contact for monitors, and
 - g) Notify management as soon as possible in the event that the phone is lost, broken, or becomes unserviceable, and
 - h) Follow all WorkAlone procedures when performing job duties while working alone, including using the SPOT **or SafetyLink App**, carrying a

- phone, and following County safety procedures, and
- i) Check-out/go off monitoring **on the Spot and Sign off on the SafetyLink App** 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
- j) Exercise personal caution when travelling alone and take precautions when looking after their own safety, especially when working alone, and
- k) Keep their contact information including phone numbers and WorkAlone tools up-to-date with the County, and
- l) Report any issues with the WorkAlone procedures, tools, and environment so that outstanding issues can be managed as soon as possible, and
- m) If working alone at the County Office or Public Works Shop, ensure that doors are locked, and if available set the alarm when leaving the building, if you are the last to leave.

AEMC 911 Responsibilities

- 4) 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.
- 5) AEMC 911 shall:
 - a) Provide the necessary environment and tools to properly monitor workers, including computer equipment, phone lines, internet access, software, and login credentials, and
 - b) Provide training for use of the WorkAlone tools and operations, and
 - c) 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
 - d) Comply with the procedures indicated by the County when using WorkAlone system, and
 - e) Ensure that the communications/network infrastructure is operating properly, including server communications, alerts, and reporting history, and
 - f) Report feedback and issues to the County management.



Request for Decision

Council Meeting: June 11, 2019

8.10 - Workplace Anti-Harassment Policy HR-130

Request

Policy HR-130, the Workplace Anti-Harassment Policy, is being presented to Council to demonstrate its commitment to not tolerating acts of harassment against or by its employees. This Policy was brought before the Policy Committee on April 23, 2019.

Alternatives

Recommendation

Motion to approve Policy HR-130, the Workplace Anti-Harassment Policy as per the recommendations of the Policy Committee.

Submitted by: Kyle Attanasio, Director of Corporate Services



COUNTY OF ST. PAUL NO. 19

BALANCING RURAL HERITAGE WITH A DIVERSE ECONOMY

POLICY OBJECTIVE:

The County of St. Paul is committed to building and preserving a safe, productive, and healthy working environment and will not tolerate acts of harassment against or by its employees in accordance with the workplace rights set out in the *Occupational Health and Safety Act* and by the Alberta Human Rights Commission under the *Alberta Human Rights Act*.

1.0 POLICY STATEMENT:

- 1.1 This Policy applies to all employees of the County of St. Paul.
- 1.2 By developing this Policy, the County is committed to a violence and harassment free work environment by promoting prevention and dealing promptly and effectively with any incidents that may occur.
- 1.3 In the event of an incident involving violence or harassment perpetrated by an employee, the County may act to discipline the employee, up to and including discharge for cause.
- 1.4 The County shall establish programs and procedures to reduce the risk of violence and harassment in the workplace. All employees are expected to be aware of and participate in such programs and procedures, as required.

2.0 PURPOSE:

- 2.1 The purpose of this Policy is to define what is considered harassment and outlines guidelines regarding how complaints will be handled.

3.0 DEFINITIONS:

- 3.1 “**Personal Harassment**” means the occurrence of a single or repeat incident of objectionable or unwelcome conduct, comments, bullying, or action intended to intimidate, offence, degrade, or humiliate a particular person or group.

Moreover, Alberta human rights law prohibits harassment in the workplace based on the following grounds: race, religious beliefs, colour, place of origin, gender, mental or physical disability, ethnicity, marital status, family status, sexual orientation, or source of income.

- 3.2 **“Sexual Harassment”** means unwelcome conduct of a sexual nature that detrimentally affects the work environment or leads to adverse job-related consequences for the victim of the harassment. Sexual harassment can include things such as inappropriate touching, indelicate jokes, the presence of pictures or pornographic materials, comments, suggestions, innuendoes, requests or demands of a sexual nature. The behaviour need not be intentional to be considered sexual harassment.
- 3.3 **“Violence”** means an incident in which an employee is threatened or assaulted on County premises or in circumstances relating to the employee executing job duties, a client or visitor to the workplace is threatened or assaulted on County premises, or an employee threatens or assaults a client, co-worker, or other individual in circumstances relating to the execution of job duties by an employee.
- 3.4 **“Workplace”** means in or on County property, or away from the County if an employee is engaged in work-related activities.

4.0 COMPLAINT PROCEDURES:

- 4.1 If an employee is being harassed, the employee shall:
- (a) tell the harasser that the behaviour is unwelcome and ask the harasser to stop, if that is appropriate or possible;
 - (b) maintain a record of incidents with dates, times, locations, possible witnesses, what occurred, and how the employee responded to the harassing behaviour;
 - (c) file a written complaint. If the harassment continues after asking the harasser to cease the harassing behaviour or if the employee does not feel that addressing the harasser is appropriate or possible, report the

problem to either the immediate supervisor or Regional Director of Emergency Management and Occupational Health and Safety;

(d) If desired, contact the Alberta Human Rights Commission and/or the police to file a complaint.

- 4.2 Once a written complaint is received, it will be kept strictly confidential. An investigation shall be undertaken by a qualified third party and the necessary steps shall be taken to address the problem. If appropriate, action taken may include mediation. In the absence of the Director, the Chief Administrative Officer shall undertake the investigation.
- 4.3 Both the complainant and alleged harasser will be interviewed, as will any individuals who may be able to provide relevant information. All information shall be kept in confidence as long as doing so remains consistent with the enforcement of this Policy and adheres to the law.
- 4.4 If an investigation reveals evidence to support harassment complaint, the harasser shall be disciplined appropriately. The incident will be documented in the harasser's personnel file. Additionally, any employee found to be involved in the harassment of another person will be subject to immediate disciplinary action including but not limited to suspension without pay or termination of employment with cause.
- 4.5 If the investigation fails to find evidence to support the complaint, there will be no documentation concerning the complaint placed in the file of the alleged harasser. The investigation shall be deemed closed.
- 4.6 Results of an investigation shall be communicated to all parties.
- 4.7 An appeal may be filed in writing within ten (10) days of the results of an investigation being issued. The appeal shall contain the reason(s) for appeal. Investigations undertaken by the Regional Director of Emergency Management and Occupational Health and Safety may be appealed to the Chief Administrative Officer. Investigations undertaken by the Chief Administrative Officer may be directed to the Regional Director. If a complaint involves either

the Chief Administrative Officer or Regional Director, another member of senior management will conduct the appeal investigation, The appeal shall be completed within ten (10) days. Any timelines may be extended if required by mutual agreement of the parties involved.

- 4.8 An appeal is the final step in the complaint process; the ruling of the appeal investigator shall be final.

5.0 RESPONSIBILITIES:

Employees:

- 5.1 Employees are personally accountable and responsible for enforcing this Policy and are expected to make every effort to prevent discrimination or harassing behaviour within the workplace.
- 5.2 Employees are responsible for informing their supervisors of any violence, potential risk of violence, personal or sexual harassment they may experience or witness. This includes issues in the employee's non-work life that may affect the employee or a co-worker's safety.
- 5.3 Employees are responsible for reporting to their supervisors any incidents of violence or harassment according to the procedures set out in this Policy.
- 5.4 Employees are responsible for attending any training or information sessions provided by the employer to reduce violence, risks of violence, or harassment.
- 5.5 Employees are expected to cooperate with the police, County investigators, or other authorities as required during any investigation related to an incident.

Supervisors

- 5.6 Supervisors are responsible for assessing the risk of violence and harassment employees, minimizing those risks where necessary or reasonably possible and informing any affected employee of such risk or potential risk.

- 5.7 Supervisors are responsible for ensuring employees are trained to:
- (a) recognize the potential for violence;
 - (b) follow the procedures and policies developed to minimize the risk of violence or harassment;
 - (c) respond to incidents appropriately; and
 - (d) report and document such incidents.
- 5.8 Supervisors are responsible for tracking and reporting risks of violence, incidents of violence, and harassment to the Chief Administrative Officer and Regional Director of Emergency Management and Occupational Health and Safety.
- 5.9 Supervisors are responsible for ensuring proper medical care if provided to anyone involved in an incident and for securing the safety of employees, before investigating the incident or taking reports.
- 5.10 Supervisors are responsible for forwarding all written complaints to the Regional Director of Emergency Management and Occupational Health and Safety for investigating.
- 5.11 Supervisors are responsible for cooperating with the RCMP, other authorities, and the County investigator during any investigation related to a workplace incident.
- Regional Director of Emergency Management and Occupational Health and Safety**
- 5.12 The Director shall carry out investigations as required. In the Regional Director's absence, the Chief Administrative Officer shall carry out investigations.
- 6.0 BAD FAITH COMPLAINTS:**
- 6.1 Making a complaint in bad faith or providing false information about a complaint is prohibited and a violation of this Policy. Any complaints made in bad faith, if determined by an investigation, are subject to disciplinary action up to and including the termination of employment.

7.0 GENERAL PROVISIONS:

- 7.1 Managing and coaching that includes performance appraisals, work assignment, and the implementation of disciplinary actions is not a form of harassment and the Policy does not restrict a manager or supervisor's responsibilities in these areas.

DRAFT



Request for Decision

Council Meeting: June 11, 2019

8.11 - Road Maintenance, Mowing, and Weed Control Agreement with Summer Village of Horseshoe Bay

Request

During ICF negotiations with the Summer Village of Horseshoe Bay, the Summer Village requested additional road maintenance and grading servicing within the summer.

As the County and Summer Village already have Snow Removal and Mowing and Weed Control agreements in place, administration has opted to consolidate the agreements together into one servicing agreement.

The Summer Village has approved the agreement.

Alternatives

- Approve the Road Maintenance, Mowing, and Weed Control Agreement
- Do not approve the Road Maintenance, Mowing, and Weed Control Agreement

Recommendation

Administration is recommending approving the Road Maintenance, Mowing, and Weed Control Agreement with the Summer Village of Horseshoe Bay, effective June 15, 2019.

Submitted by: Kyle Attanasio, Director of Corporate Services

ROAD MAINTENANCE, AND MOWING AND WEED CONTROL SERVICING AGREEMENT

THIS AGREEMENT made this 15th day of June A.D. 2019.

BETWEEN:

THE COUNTY OF ST. PAUL NO. 19

A Municipal Corporation under the laws of the Province of Alberta
(hereinafter called the "County")

OF THE FIRST PART

THE SUMMER VILLAGE OF HORSESHOE BAY

A Municipal Corporation under the laws of the Province of Alberta
(hereinafter called the "Summer Village")

OF THE SECOND PART

WHEREAS the Summer Village requires the services of the County for the provision of mowing, road maintenance, snow removal, and weed control services; and

WHEREAS the County has agreed to provide mowing, road maintenance, snow removal, and weed control services to the Summer Village; and

WHEREAS the County is qualified, or has in its employment, personnel qualified to provide the services contemplated herein; and

WHEREAS the County and Summer Village are desirous of entering into a written agreement setting forth the terms and conditions under which the County will provide the services to the Summer Village.

NOW THEREFORE in consideration of the mutual covenants, terms, and conditions contained herein, the parties hereto agree as follows:

1.0 DEFINITIONS

1.1 In this Agreement, the following terms shall have the following meaning:

- (a) "Mowing Services" means the cutting of all grass immediately adjacent to Road Rights-of-Way in the Summer Village;
- (c) "Road Maintenance Services" includes but is not limited to road surface grading and reshaping, gravelling, surface repairs, and other related maintenance activities requested by the Summer Village from time to time;
- (d) "Road Right-of-Way" means a developed roadway shown as a road on a plan of survey that has been filed or registered with a Land Titles Office, or

that is used as a public road such as the access road to the Martin Recreation Centre, and includes a bridge forming a roadway, but does not include roadways that are not gravelled or paved;

- (e) “Snow Removal Services” includes, but is not limited to, the clearing and removal of ice and snow from Road Rights-of-Way, salting, sanding, and other related snow removal activities requested by the Summer Village from time to time; and
- (f) “Weed Control Services” means efforts to prevent the spread of noxious, prohibited noxious, or nuisance weeds and to reduce the negative effects of those weeds when they become established and an infestation occurs;

2.0 TERM OF AGREEMENT

- 2.1 This agreement shall take force commencing June 15th, 2019 and remain in effect until September 30th, 2022. Amendments shall be requested in writing and forwarded to the other municipality.
- 2.2 This Agreement will automatically renew at the end of term for a further term of ten (10) years unless either party gives the other written notice of termination at least thirty (30) days prior to the end of the relevant term.
- 2.3 If one party has breached an obligation under this Agreement, the other party shall give notice to the other party to correct the breach. If the breach is not corrected within fourteen (14) days of notice, the party not in breach may terminate this Agreement by further written notice to the party in breach.

3.0 COUNTY OBLIGATIONS

Mowing and Weed Control Services

- 3.1 The County shall supply staff and equipment to carry out Mowing and Weed Control Services on the Summer Village’s behalf.
- 3.2 The County shall mow and control weeds within the land immediately adjacent to the Road Rights-of-Way with the Summer Village to the same standard that the County performs such work on similar Road Rights-of-Way within the County.
- 3.3 The Summer Village may, from time to time, request additional Weed Control Services for infestations located outside the Summer Village’s Road Rights-of-Way.

Road Maintenance Services

- 3.3 The County shall supply staff and equipment to carry out Road Maintenance Services on the Summer Village’s behalf.
- 3.4 The County shall carry out Road Maintenance Services in the Summer Village to a standard that the County performs such work on similar Road Rights-of-Way within the County.

Snow Removal Services

- 3.5 The County shall supply staff and equipment to carry out Snow Removal Services on the Summer Village's behalf.
- 3.6 The County shall carry out Snow Removal Services in the Summer Village to a standard that the County performs such work on similar Road Rights-of-Way within the County.

Administrative Matters

- 3.7 The County shall keep and maintain proper records with respect to the provision of Mowing and Weed Control Services, Road Maintenance Services, and Snow Removal Services.
- 3.8 The County shall provide the Summer Village with an invoice showing the total amount charged for services rendered and the calendar month in which the services are provided. The County may amend its rates from time to time and will notify Horseshoe Bay of these rate increases.

4.0 SUMMER VILLAGE OBLIGATIONS

- 4.1 The Summer Village shall pay the County the amount set out in each invoice within thirty (30) days of receipt.
- 4.2 The Summer Village shall inform the County as to the location of possible obstacles and obstructions, including but not limited to curbing, that must be avoided when delivering the services contemplated herein.

SECTION 5 – FORCE MAJEURE

- 5.1 The County shall not be liable to Horseshoe Bay for any failure or delay in the performance of its obligations hereunder nor be deemed to be in breach of this Agreement if such failure or delay has arisen by Force Majeure. For the purposes of this Agreement, force majeure means any cause not within the control of the County including, without limitation, acts of God, strikes, lockouts or other industrial disturbances, act of public enemies, wars, blockades, insurrections, riots, epidemics, landslides, earthquakes, fires, lightning, storms, floods, high water, severely inclement weather, orders or acts of military authorities, civil disturbances, and explosions.
- 5.2 Where the County is prevented from carrying out its obligations hereunder due to force majeure, the County shall, as soon as possible, give notice of the occurrence of force majeure to Horseshoe Bay and the County shall thereupon be excused from the performance of such obligations for the period of time directly attributable to the effects of the force majeure.

SECTION 6 – INSURANCE

- 6.1 The County shall ensure that all insurance coverage maintained by the County in accordance with this Agreement shall name the Summer Village as an additional insured. The County shall, upon the request of the Summer Village, furnish written documentation, satisfactory to the County, evidencing the required insurance coverage.

SECTION 7 – INDEMNIFICATION

- 7.1 The Summer Village shall indemnify and hold the County harmless from and against all claims, demands, losses, costs, damages, action, suits or proceedings by third parties including all legal fees, costs and expenses incurred by the County in defending such claims, that arise out of or are attributable to the performance of the services by the County, or the negligence of the County, except any proportion thereof which is attributable to acts or omissions of the County, its agents or employees, which constitute a breach of this Agreement, or for third party claims that arise out of or the negligence of the County, its agents or employees.

SECTION 8 – RATES

- 8.1 All Road Maintenance and Snow Removal Services provided by the County to the Summer Village shall be provided at the annual rates established by the Alberta Roadbuilders and Heavy Construction Association less 20% up until September 30th, 2022. Thereafter, the service shall be provided at the full annual rates established by the Association.
- 8.2 All Mowing and Weed Control Services provided by the County to the Summer Village shall be provided at a rate of \$125.00 per hour.

SECTION 9 - GENERAL MATTERS

- 9.1 If any term, covenant or condition of this Agreement or the application thereof to any party or circumstance shall be invalid or unenforceable to any extent, the remainder of this Agreement shall not be affected thereby and each remaining term, covenant, and condition of this Agreement shall be valid and enforceable to the fullest extent permitted by law.
- 9.2 Nothing contained herein shall be construed to create a relationship where one party of this Agreement becomes the agent, partner, joint venture or other legal representative of the other party and each party acknowledges and agrees that it has no authority to assume or create any obligations whatsoever, express or implied, in the name of the other party.
- 9.3 This Agreement constitutes the entire Agreement between the parties hereto relating to the subject matter hereof and supersedes all prior and contemporaneous agreements, understanding, negotiations and discussion, whether oral or written of the parties and there are no general or specific warranties, representations, or other agreements by or among the parties in

connection with the entering into of this Agreement or the subject matter hereof except as specifically set forth herein.

- 9.4 This Agreement may be altered or amended in any of its provisions when any such changes are produced in writing and signed by the parties hereto but not otherwise.
- 9.5 Written notice shall be deemed to have been received by the addressee on the date received when served by hand or courier or five (5) days after the same has been mailed in a prepaid envelope by registered mail to:

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

Summer Village of Horseshoe Bay
Box 1778
St. Paul, AB T0A 3A0

Or to such other addresses as each party may from time to time direct in writing.

IN WITNESS WHEREOF, the County and Summer Village have executed this Agreement as evidenced by the duly authorized signatures below.

COUNTY OF ST. PAUL NO. 19

Reeve

County CAO

SUMMER VILLAGE OF HORSESHOE BAY

Mayor

Summer Village CAO



Request for Decision

Council Meeting: June 11, 2019

8.12 - Request for Municipal Development Plan and Land Use Bylaw Amendments Regarding NE 34-58-10-W4M

Request

The owner of NE 34-58-10-W4M wishes to create a country residential lot 32 acres in size. Currently, 66.3 acres is titled to NE 34-58-10-W4M. The land is within the Agriculture District. Accreted lands (lands formerly covered by the waters of Owlseye Lake) adjacent to Owlseye Lake may be possible to be added to title subject to Provincial approval.

Municipal Development Plan Bylaw 2013-51 and Land Use Bylaw 2013-50 do not allow for the creation of a 32 acre parcel for residential use within the Agriculture District. In an effort to preserve agricultural lands, the Municipal Development Plan and Land Use Bylaw limit residential parcels within the agriculture district to 20 acres generally.

The Municipal Development Plan and Land Use Bylaw do not contain a maximum parcel size within the Country Residential district. An Area Structure Plan would be required as the lot would be considered a multi-lot subdivision due to size.

Alternatives

Council gives first reading to Bylaw 2019-12 to amend the Municipal Development Plan Bylaw 2013-51 and gives first reading to Bylaw 2019-13 to amend Land Use Bylaw 2013-50 to allow for the creation of a 32 acre parcel within the Agriculture District.

Council denies the request to amend the Municipal Development Plan and Land Use Bylaw to allow for the creation of a 32 acre parcel within the Agriculture District.



Recommendation

Administration is recommending upholding the Municipal Development Plan Bylaw 2013-51 and Land Use Bylaw 2013-50 by denying the request.

Submitted by: Krystle Fedoretz, Director of Planning and Development

May 2019

Dear Council,

I live on NE 34 58 10 and would like to subdivide my yard site from the parcel. According to title, the parcel is 66 acres due to the Owlseye Lake. I plan to apply for accretion to increase the land to about 102 acres. The yard site would be 32 acres and the remainder of the parcel that I would like to sell would be about 70 acres. I have spoken to Connie Petersen at Explore and Environment has given approval to have the survey done by description.

I am requesting Council to approve my request to subdivide the yard site from the parcel.

Thank you for your consideration,

Mike Berlinguette

A handwritten signature in black ink, appearing to read "Mike Berlinguette", with a large, sweeping loop at the end.

Mike Berlinguette



Friday, May 10, 2019

1:6,928

0 270 540 1,080 ft



BYLAW 2019-12

A BYLAW OF THE COUNTY OF ST. PAUL NO. 19 IN THE PROVINCE OF ALBERTA, TO AMEND THE MUNICIPAL DEVELOPMENT PLAN BYLAW 2013-51 UNDER THE JURISDICTION OF THE MUNICIPALITY.

Whereas, pursuant to section 632(1) of the *Municipal Government Act*, a council of a municipality with a population of 3500 or more must by bylaw adopt a municipal development plan;

Whereas, pursuant to section 191(1) of the *Municipal Government Act*, the power to pass a bylaw under this or any other enactment includes a power to amend or repeal the bylaw;

Whereas, pursuant to section 191(2) the amendment or repeal must be made in the same way as the original bylaw and is subject to the same consents or conditions or advertising requirements that apply to the passing of the original bylaw, unless this or any other enactment provides otherwise;

Whereas, Council of the County of St. Paul No. 19 wishes to amend the Municipal Development Plan Bylaw 2013-50.

Now Therefore, Council of the County of St. Paul No. 19, in the Province of Alberta, duly assembled, amends the Municipal Development Plan Bylaw 2013-51 as follows:

Section 2.2 (policies) (1) is hereby amended to read:

1. The County allows for the creation of up to 4 residential parcels per quarter section within the Agriculture district. The total amount of land taken by residential subdivisions on a quarter section shall not exceed 20 acres within the Agriculture district.
 - a. Notwithstanding the above, 1 parcel, not exceeding 32 acres in size, may be subdivided from NE 34-58-10-W4M for residential purposes.

Read a first time in Council this 11th day of June, A.D. 2019.

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

Read a second time in Council this _____ day of _____, A.D. 2019.

Read a third time and duly passed in Council this _____ day of _____, A.D. 2019.

Reeve

Chief Administrative Officer

BYLAW 2019-13

A BYLAW OF THE COUNTY OF ST. PAUL NO. 19 IN THE PROVINCE OF ALBERTA, TO AMEND THE LAND USE BYLAW 2013-50 UNDER THE JURISDICTION OF THE MUNICIPALITY.

Whereas, pursuant to section 639 of the *Municipal Government Act*, every municipality must pass a land use bylaw;

Whereas, pursuant to section 191(1) of the *Municipal Government Act*, the power to pass a bylaw under this or any other enactment includes a power to amend or repeal the bylaw;

Whereas, pursuant to section 191(2) the amendment or repeal must be made in the same way as the original bylaw and is subject to the same consents or conditions or advertising requirements that apply to the passing of the original bylaw, unless this or any other enactment provides otherwise;

Whereas, Council of the County of St. Paul No. 19 wishes to amend the Land Use Bylaw 2013-50.

Now Therefore, Council of the County of St. Paul No. 19, in the Province of Alberta, duly assembled, amends the Land Use Bylaw 2013-50 as follows:

7.32 SINGLE LOT SUBDIVISIONS FOR COUNTRY RESIDENTIAL DEVELOPMENT

- (1) In the Agriculture (A) District, up to four (4) parcels for country residential use may be subdivided out of each quarter section provided the quarter section is a minimum of 60 ha (148 ac) in size and provided, further, that the total area of such parcels does not exceed 8 ha (20 ac). If the quarter section is less than 60 ha (148 ac) in size but more than 45 ha (111 ac) in size, the total area of such parcels may not exceed 6 ha (15 ac). If the quarter section is less than 45 ha (111 ac) in size but more than 30 ha (74 ac) in size, the total area of such parcels may not exceed 4 ha (10 ac). If the quarter section is less than 30 ha (74 ac) in size, the total area of such parcel may not exceed 2 ha (5 ac). Such country residential parcels may include any combination of farmsteads and vacant parcels, and may include one (1) fragmented parcel.
 - a. Notwithstanding 7.32(1), one country residential parcel with an area not exceeding 12.95 ha (32 ac) may be created on NE 34-58-10-W4M.

- (5) Notwithstanding subsection (3) and (4) above a country residential use parcel shall not be less than 0.4 ha (1 ac) in size and not more than 4.04 ha (10 acres) in size for vacant agricultural parcels and 8.09 ha (20 ac) in size for existing yard sites. However, the total area of all single lot country residential use parcels on a quarter section, including the area of any fragmented parcel which is used for country residential purposes, shall not exceed the number of hectares indicated in section 1 above. The use of more land within one quarter section for country residential use shall be considered multi-lot country residential development, even if it is for only one lot, and will require amendment to the Land Use Bylaw before such development can be approved by the County.

- i. Notwithstanding 7.32(5), one country residential parcel with an area not exceeding 12.95 ha (32 ac) may be created on NE 34-58-10-W4M and not be considered multi-lot country residential development.

8.2 AGRICULTURE (A) DISTRICT (4)

- c. Maximum Lot Size For Country Residential Use – Shall be 4.04 ha (10 acres) on vacant agricultural land, and 8.09 ha (20 acres) on existing yard sites, notwithstanding farmstead separations as defined by this bylaw.
- i. Notwithstanding 8.2(4)(c), one country residential parcel with an area not exceeding 12.95 ha (32 ac) may be created on NE 34-58-10-W4M.

Read a first time in Council this 11th day of June, A.D. 2019.

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

Read a second time in Council this _____ day of _____, A.D. 2019.

Read a third time and duly passed in Council this _____ day of _____, A.D. 2019.

Reeve

Chief Administrative Officer



Request for Decision

Council Meeting: June 11, 2019

8.13 - Request for General Municipal Servicing Standards Amendment Regarding Lot 1, Block 2, Plan 1120579

Request

The owner of Lot 1, Block 2, Plan 1120579 (contained within NE 30-58-9-W4M wishes to redistrict the property to an Industrial/Commercial district. The General Municipal Servicing Standards Bylaw 2014-04 requires that prior to re-districting, an Area Structure Plan be complied with.

The landowner is requesting that the requirement for an Area Structure Plan be waived. The landowner is requesting this due to the small scale of the development, the cost of preparing an Area Structure Plan, and the time required to prepare an Area Structure Plan.

Alternatives

Council gives all three readings to a bylaw to amend the Municipal Servicing Standards to exempt Lot 1, Block 2, Plan 1120579 from requiring an Area Structure Plan.

Council denies the request to amend the Municipal Servicing Standards to exempt Lot 1, Block 2, Plan 1120579 from requiring an Area Structure Plan.

Recommendation

Administration is recommending upholding the General Municipal Servicing Standards by denying the request.

Submitted by: Krystle Fedoretz, Director of Planning and Development

690040 Alberta Ltd.
Box 998
St. Paul, Alberta TOA 3A0

2019-06-04

County of St. Paul #19
Planning & Development
5105-49 St.
St. Paul, Alberta
TOA 3A4

Attn: Krystle Fedoretz

Dear Ms. Fedoretz

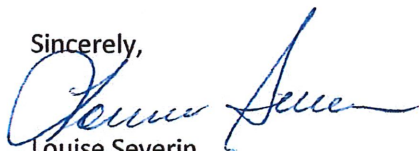
Re: Rezoning Application NE30-58-9-W4 – Area Structure Plan

Further to our ASP submission on May 31, 2019 for our proposed micro cannabis production facility; should our submission not meet the County's requirements for an ASP we respectfully request a waiver of the ASP for any of the following reasons:

1. We have attempted to address the points outlined in 2.4.2 Area Structure Plan in our letter dated May 31, 2019.
2. The project will have no more impact on the environment and the County infrastructure than a single family home.
3. We propose to build one pre-engineered steel commercial building. There are no future phases planned.
4. Since our proposed development is such a small scale endeavor, the cost of providing an ASP is quite prohibitive. We have reached out to eight civil engineering firms in the area and obtained one quote for \$8,500 + GST not including any 3rd party reports.
5. Time is of the essence. A second engineering firm would not estimate the cost without more data but advised that it is likely to take until August or September to put together the reports which would likely result in the loss of the full 2019 construction season.
6. We have been actively farming this parcel of land for the last 39 years. Therefore, we have firsthand historical knowledge of its lake and waterway history.

I hope our May 31st submission and this additional information will allow Council to waive the requirement for an area structure plan.

Sincerely,



Louise Severin
Land Owner

690040 Alberta Ltd.
Box 998
St. Paul, Alberta T0A 3A0

2019-05-30

County of St. Paul #19
Planning & Development
5105-49 St.
St. Paul, Alberta
T0A 3A4

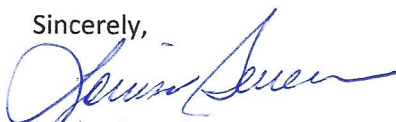
Re: Rezoning Application NE30-58-9-W4 – Area Structure Plan

Our plan is to operate a micro-cannabis production facility. The environmental impact will be equal to or less than a single family home. The proposed building is a 52' x 110' x 20' pre-engineered steel building package. The building package will come with engineered drawings. Location of the building on the property is laid out on proposed sketch revised May 15, 2019 attached. The land immediately surrounding the building will be gravel. There will be a chain link fence enclosing the building site approx. 60m x 60m x 1.8m (may be modified slightly to meet federal government security regulations). Photos attached show the location of the building in relation to the entire parcel of land.

Only the building included with the rezoning application is intended to be built on the property. Derek Severin and Clayton Severin are the only two intended full time employees of the operation, therefore it will have minimal to no impact on Range Road 95 which is the County road that provides access to the development. We will build a road from the existing approach to Clayton's home, along the edge of the cultivated acres, following the existing treeline which is intended to remain, to the building site. The area outlined in our application is the only area intended to be used for commercial use. There are no plans for future phases. The development will impact 1.15 acres of cultivated farm land. The balance of the parcel is intended to remain undeveloped bush and/or cultivated farm land as per its current use. Since the building site is proposed to be located in a natural valley plateau only spring runoff water from the surrounding hills flows temporarily down near the building site and dissipates. Natural drainage paths will be maintained to keep any of this spring runoff from entering the building. The natural drainage path at this location flows away from Cardinal Lake. We have continuously farmed the land where the building is proposed to be located and there has never been any water issues over the entire 39 years. Water requirements to supply the facility are proposed to be supplied by a well. Option 2 is a cistern. (Sourcing water from Cardinal Lake is NOT an option.) Waste water produced by the operation is proposed to be contained in a field system. Water and sewer installation will be by a qualified installer meeting all code requirements. Power will be accessed from the line running parallel to Range Road 95. Alta Gas has a gas line running through NE30 which they will tap into to provide gas service to the building. The building will not have land line telephone or cable service. It will be serviced by cell phone and wireless internet.

I trust the information provided along with the attached drawing and photos have addressed all of the requirement of an area structure plan.

Sincerely,



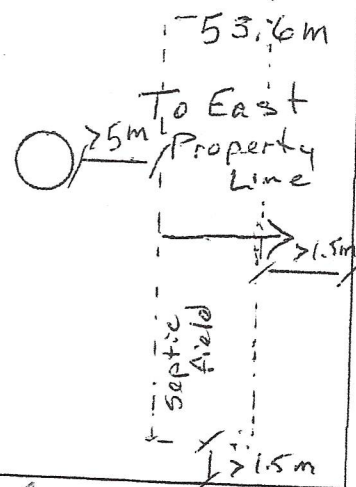
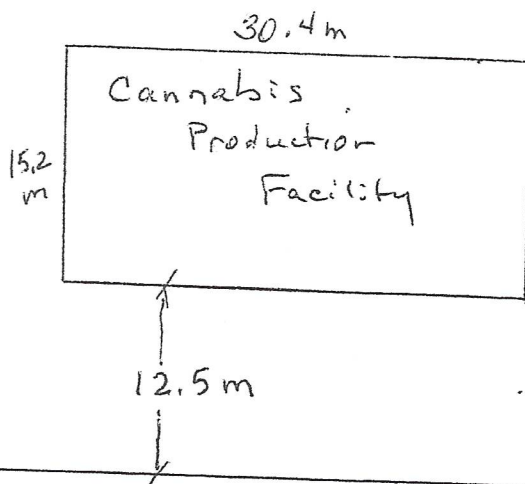
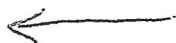
Louise Severin
Owner

Proposed Sketch – please indicate/include:

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

Chain link Fence
around building site
±60 m x ±60 m

To Cardinal Lake
+ 300 m



South property line

REVISED

Date:

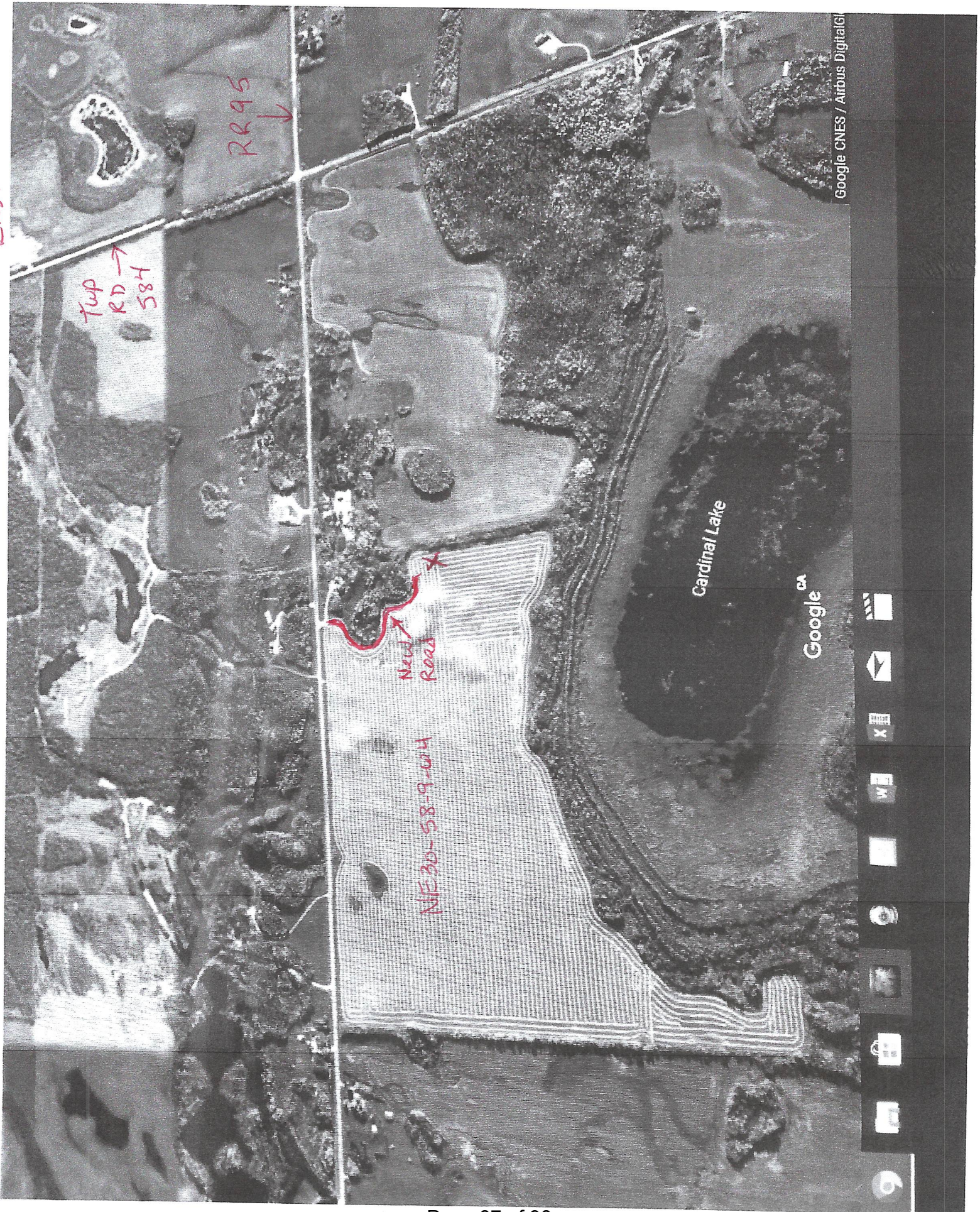
May 15, 2019

Signature of Applicant:

[Signature]

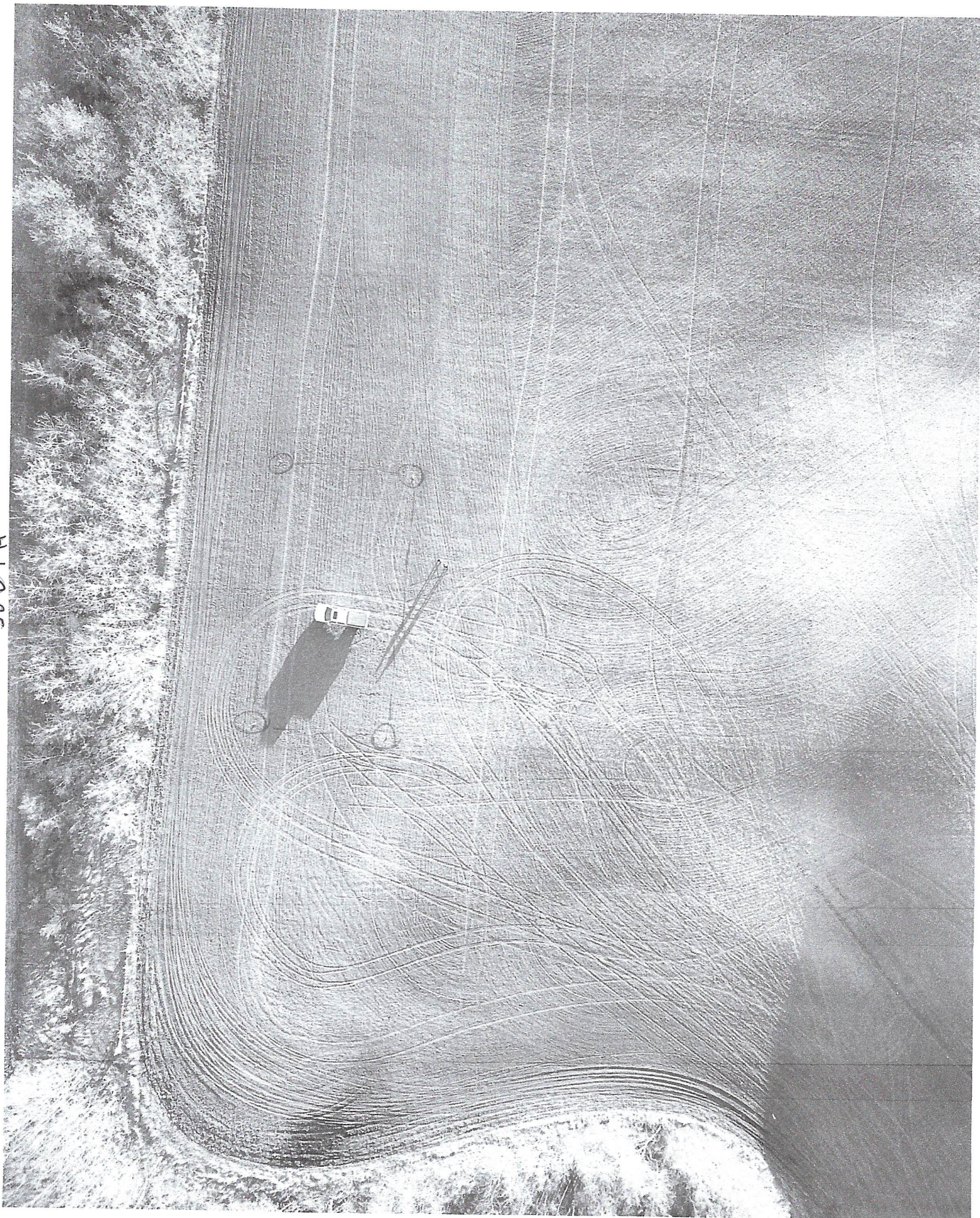
SOUTH

EAST



WEST

SOUTH



BYLAW 2019-14

A BYLAW OF THE COUNTY OF ST. PAUL NO. 19 IN THE PROVINCE OF ALBERTA, TO AMEND THE GENERAL MUNICIPAL SERVICING STANDARDS BYLAW 2014-04 UNDER THE JURISDICTION OF THE MUNICIPALITY.

Whereas, pursuant to section 191(1) of the *Municipal Government Act*, the power to pass a bylaw under this or any other enactment includes a power to amend or repeal the bylaw;

Whereas, pursuant to section 191(2) the amendment or repeal must be made in the same way as the original bylaw and is subject to the same consents or conditions or advertising requirements that apply to the passing of the original bylaw, unless this or any other enactment provides otherwise;

Whereas, Council of the County of St. Paul No. 19 wishes to amend the General Municipal Servicing Standards Bylaw 2014-04.

Now Therefore, Council of the County of St. Paul No. 19, in the Province of Alberta, duly assembled, amends the General Municipal Servicing Standards Bylaw 2014-04 as follows:

2.4.2 Area Structure Plan

If the area does not have an approved Area Structure Plan (ASP) in place, the Applicant is required to develop and provide one where deemed necessary by the County of St. Paul to their satisfaction.

Notwithstanding the above, Lot 1, Block 2, Plan 1120579 does not require an Area Structure Plan (ASP) to be completed.

The Area Structure Plan outlines a general vision and policy framework for the development, as well as more specific servicing and phasing information. The Area Structure Plan must be in conformance with the County's Municipal Development Plan.

2.4.3 Land Use Bylaw Amendment

If any development proposal does not conform to the County's Land Use Bylaw, a Land Use Bylaw amendment application must be undertaken to ensure conformity. This amendment shall reflect to the most compatible districts with respect the proposed uses, and shall match the proposed or existing Area Structure Plan. A Land Use Bylaw amendment process may be undertaken in conjunction with an Area Structure Plan adoption or amendment process.

Notwithstanding the above, Lot 1, Block 2, Plan 1120579 does not require an Area Structure Plan (ASP) to be completed.

Read a first time in Council this 11th day of June, A.D. 2019.

Read a second time in Council this 11th day of June, A.D. 2019.

Read a third time and duly passed in Council this 11th day of June, A.D. 2019.

Reeve

Chief Administrative Officer



Request for Decision

Council Meeting: May 14, 2019

8.14 - Request to Name Road – Viel Road

Request

Carmen Brockbank (nee Viel) is requesting to name Range Road 101 from Highway 28 north to Grassy Island Lake as Viel Road. Her grandfather and his brother built a shack on SW 25-60-10-W4. Later her grandfather built a family home on NE 23-60-10-W4. They are requesting to erect signage along Highway 28.

Alternatives

Recommendation

Administration is recommending approving the request to name Range Road 101 North off Highway 28 as Viel Road, as it conforms to Policy ADM 99.

Submitted by: Phyllis Corbiere, Executive Assistant

May 7, 2019

County of St. Paul
5101-49th Avenue
St. Paul, Alberta
T0A 3A4

Dear Members of the County of St. Paul;

Re: Renaming Range Road 101 to Viel Road

My name is Carmen Brockbank (nee Viel). **I am requesting your permission in renaming Range Road 101 from Hwy 28th to Grassy Island lake ``Viel Road``.** I would like to see a sign posted off Highway 28 on Range Road 101 at both ends. My Grandfather and his brother Francois came to the west to homestead. They built a shack in 1910 "original homestead" on the quarter section of SW 25-60-10-W4. This was Francoise's homestead, but Francois died in the winter of 1911 logging in Olds, AB. My grandfather Joseph bought and cleared both Francois and his own land. He lived in the shack for a few years until he later built the family home located NE 23-60-10-W4. This house is well over 100 years old is still standing and is still occupied.

My intentions is to commemorate my grandfather for his many contributions to the Mallaig Hamlet as one of the founding fathers. To list some of his contribution were:

1. He sold land for the first school in Mallaig ``Grassy Island School No. 3885`` in 1919.
2. He was member of the School Trustees for the district getting funding for building of the school and attaining furniture.
3. He housed many of the teachers while they taught at the school.
4. He petitioned to bring the Roman Catholic Church to Mallaig.
5. Donating land the Roman Catholic Cemetery located just on the outskirt of Mallaig.
6. He also one of the directors for Mallaig first Credit Union.
7. He was also a representative for Mallaig on the Town Council.
8. Mallaig Town Water Well was dug on land sold to the county which belong to my father but originally owned by my grandfather.

After all of his contributions, I would hate to see the Viel name forgotten in this Hamlet which was originally known as Viel corner.

Please help me honor a man I never knew, but admire and am so proud of being his descendant.

Thank you in advance for your cooperation and kindness.

Sincerely yours,

Carmen Brockbank



Request for Decision

Council Meeting: June 11, 2019

8.15 - Equipment for Public Works

Request

Public Works has found a new 2019 T-800 gravel truck at Kenworth in Lloydminster to replace the gravel truck that was written off in April. The purchase price is \$220,000. The County will receive \$140,000 from insurance less the \$1000 deductible leaving a shortfall of \$81,000.

Public Works has also identified additional items that will impact the budget -

- \$17,000 – for the OVHD crane
- \$17,000 - sander/plow attachments for one-ton pickup
- \$30,000 – additional cost for a Service Truck

See the attached summaries.

Alternatives

Recommendation

Administration is recommending approving additional capital purchases in the amount of \$146,000 to be funded from reserves for future expenditures.

Submitted by: Jack VandenBerg, Manager, Shop and Parts



EDMONTON KENWORTH LTD.
17335 - 118 Avenue
Edmonton, AB, T5S 2P5
TEL: (780) 453-3431
FAX: (780) 454-6124

KENWORTH LEDUC
A DIVISION OF EDMONTON KENWORTH LTD.
8202-42 Street
Leduc, AB T9E 8M6
TEL: (780) 612-9855
FAX: (780) 612-3700

KENWORTH LLOYDMINSTER
A DIVISION OF EDMONTON KENWORTH LTD.
6101 - 63 Ave. PO Box 11800
Lloydminster, AB, T9V 3C1
TEL: (780) 871-0950
FAX: (780) 871-0926

June 3, 2019

Proposal/Quote for a Stock Truck

FOR: **COUNTY OF ST. PAUL No. 19**
5015 - 49 Avenue
St Paul, AB
T0A3A4

Attention:
Jack Vandenberg

FROM: **Mike Desmarais, Sales Representative**

**Thank you for giving me the opportunity to quote you on your next truck acquisition,
This is a 2019 Kenworth T800 Extended Daycab Tadnem Gravel Truck
I hope that all is to your full satisfaction.**

Model:	T800 Ext Cab	Serial Number:	959864
		Your Price	\$ 181,428
The following item(s) are, or will be, added to the vehicle prior to delivery.			
1)	Alberta Safety: Fire Ext., First Aid Kit, Reflectors	Included	
2)	PDI, Freight, AC Excise Tax	Included	
4)	Truck Pre-delivery Inspection	\$	1,450
5)	AB Safety Inspection with Sticker	\$	400
6)	3 Axle Wheel Alignment	\$	400
7)	Chrome Nutcaps and Covers	\$	175
8)	Truck Clean and Detail	\$	400
9)	Truck Shuttle to Fort Garry Saskatoon for rig-up	\$	425
10)	Shop Repair Manuals	\$	560
11)	Quilted White Winterfront	\$	193
12)	#2 Safety Kit	\$	19
13)	Fort Garry Gravel Box Rig-up	\$	34,640
Sub Total:		\$	220,090
Trade-In Information:			
No trade discussed in this deal		Trade Value:	\$ -
		Net Quote:	\$ 220,090

NOTE: The price appearing above includes charges for PDI and freight but does not include tire levy and applicable GST

**** This quote is valid for 15 days and is subject to change with fluctuation of currency.**

*A deposit on this stock truck could reserve it for you for a few days.
Please don't hesitate to contact me if you have any questions.
Thank you,*

Mike Desmarais

Tel 780.871.0950, Cell 780.808.9564

E-mail: ikedesmarais@edmkw.co

Shop/ Equipment Update for Council Meeting June 11/19

Most of the equipment is out of the yard and working on their assigned tasks. The ditch mowers are hooked up and will go once conditions are better. The shop staff is busy doing everything from repairs on heavy equipment to lawn mowers and chainsaws. CVIP inspections are ongoing along with all regular scheduled maintenance. To put maintenance into perspective in the week of June 3-7 we will have done 10 engine oil change and services which includes all fluids checked, brakes checked etc. on pickups Two engine oil services on heavy trucks as well as grease four trucks scheduled each day. One complete change of all fluids and filters changed on a grader as well engine oil on another grader. Engine oil, trans. oil change and all filters on a packer. Further to this any and all repairs required from A/C repairs to brakes and oil leaks.

The cable drum on the overhead gantry crane hoist unit in the welding shop wore out causing the cable to jump and kink. This is not a result of abuse it is simply worn out as the unit was installed when the building was erected. Repairs to the unit will cost \$12,000.00 or a new complete unit can be purchased and installed for \$17,000.

Two one-ton pickups have been tendered out and the tender was awarded to Zawrony Motors, they will arrive in 6 to 8 weeks. One truck will be for ASB and the other for public works. Cost of the trucks will be \$ 84,210.00. Last fall it was discussed that one of these trucks was to be set up with a sander and plow for driveway work in the winter. This would cost an additional \$17,000 to install.

T-31 the truck that was in the collision has been written off. We will receive \$140,000 for the truck less \$1000.00 deductible for a net of \$139,000.00. A replacement truck is available at a Kenworth dealership in Lloyd. It is set up and will meet our exact requirements. Cost of the Kenworth T800 is \$220,000.00 and we could receive it immediately. Kenworth is part of Sourcewell which is an RMA approved purchasing program, this mean that we can purchase the truck without tendering it out.

Also in the list of capital purchases was the purchase of a new service truck, a budget of \$130,000 was allotted. However, to purchase a new truck we will need to spend approximately \$165,000. Additional funds will be required before proceeding with a tender for a new service truck.



2019 Equipment List (Vehicles)

UNIT	Type	Make	Year	Model	Department	Rates	Purchase	Sell	Warranty	Comments
Totals							\$ 465,000.00	\$ 139,000.00		
CR-01	OVHD Crane		2019	Gantry	Mechanics		\$ 17,000.00		YES	Purchase Recommendation
P-06	Plow/Sander		2019		Mechanics		\$ 17,000.00		YES	Purchase Recommendation
T-##	Truck		2019		Mechanics		\$ 46,000.00		YES	Purchased
T-##	Service Truck	Dodge	2019	5500	Mechanics		\$ 165,000.00		YES	Purchase Recommendation
T-31R	Gravel Truck	Kenworth	2019	T800	Maintenance	78	\$ 220,000.00	\$ 139,000.00	YES	Purchase Recommendation

Current Program

Gantry Crane in welding shop no longer works correctly, drum is wore out and to repair will cost 12,000.00

One Plow and Sander still required to outfit the new 1 Tons for Driveway snow removal and sanding

T-31 (Truck Written Off) requires replacement - difference of \$80,000.00

Service Truck per Agreement is still required

Path Forward

Purchase new Crane

Purchase new plow/sander

Purchase New Gravel Truck

Purchase new Service Truck

Recommendation

Purchase the above listed equipment based on approval last Fall when compiling Equipment requirements

Net Cost \$ 326,000.00

"Vehicle" Capital Budget \$ 180,000.00

Impact to Budget \$ 146,000.00

*Above numbers do not account for graders, and crusher cone these are in "Equipment" under the 2019 budget



Request for Decision

Council Meeting: June 11, 2019

8.16 - Tenders for Sale of Used Equipment

Request

The following list of used equipment was advertised on May 21 and 28 in the St. Paul Journal. They have also been advertised on the County website and the facebook page.

- 1997 Ford E350 w/deck (Not running) Serial # 1FDKE30F4VHAA48489
- 2002 Ford E350 w/bhody Serial # 1FDWE35FO2HB04191
- 1979 GMC 7000 Serial # T17DE9V616105
- Degleman SA1820 Side Arm Serial #5¥1241
- Loadline Converter (No current CVIP)
- D.S.P. 5%" Wheel Hitch with rails
- Homemade Steel Basket
- Pallets of used barbwire
- Used Overhead Doors
- Metal Building Panels (approximate size 30' x 30)
- Complete set of Tires & Rims-AMP A/T Terrain Gripper, 10 ply, LT285/70R17
- Man door (39" x 86") and a couple of windows (59" x 59")

Sealed tenders will be provided to Council at the meeting.

Alternatives

Recommendation

To accept the tenders on the items advertised for sale.

Submitted by: Phyllis Corbiere, Executive Assistant



Request for Decision

Council Meeting: June 11, 2019

8.17 - Tenders for Standing Hay Crop on NW 17-59-11-W4

Request

The standing hay crop on NW 17-59-11-W4 was advertised on May 28 and June 4 in the St. Paul Journal and Elk Point Review. It has also been advertised on the County website and the facebook page.

Sealed tenders will be provided to Council at the meeting.

Alternatives

Recommendation

To award the tender for 11 acres of standing hay on NW 17-59-11-W4.

Submitted by: Phyllis Corbiere, Executive Assistant