



County of St. Paul No 19
Council Meeting
AGENDA

Tuesday, February 11, 2020
10:00 AM

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1. Call to Order
2. Minutes
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3. Bank Reconciliation
4. Additions to Agenda and Acceptance of Agenda
5. Closed Session
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10.1	CAO Report	
	CAO Report to be presented at the meeting.	
11.	Upcoming Meetings	
11.1	Feb. 13 - Brownlee Law Seminar	
12.	Financial	
12.1	Budget to Actual	
12.2	Listing of Accounts Payable	
	A listing of Accounts Payable will be circulated for Council's review.	
12.3	Council Fees	
	Council fees for the past month will be circulated for review.	
13.	Adjournment	



County of St. Paul No 19

Council Meeting

Minutes

Tuesday, January 14, 2020

10:00 AM

Council Room

Present

Reeve Steve Upham
Councillor Darrell Younghans, Division 1
Councillor Kevin Wirsta, Division 2
Councillor Cliff Martin, Division 3
Councillor Maxine Fodness, Division 4
Councillor Dale Hedrick, Division 5
Councillor Laurent Amyotte, Division 6

Staff Present

Sheila Kitz, CAO
Tim Mahdiuk, Director of Community Services
Kyle Attanasio, Director of Corporate Services
Daniel Reid, Director of Public Works
Phyllis Corbiere, Executive Assistant
Arlene Shwetz, Communications Coordinator

Others Present

Claire Gauvreau, St. Paul Journal

1. Call to Order

The regular meeting of the Council of the County of St. Paul No. 19 was called to order by Reeve Steve Upham at 10:00 a.m.

2. Minutes

2.1 December 10, 2019 Council Meeting Minutes

Resolution CM20200114.1001

Moved By: Councillor Cliff Martin

to approve the Minutes of the December 10, 2019 Council meeting with the correction to the typo in Item 7.3.

Carried

3. Bank Reconciliation

Resolution CM20200114.1002

Moved By: Councillor Kevin Wirsta

to adopt the Bank Reconciliation for the month ending December 31, 2019.

Carried

4. Additions to Agenda and Acceptance of Agenda

Resolution CM20200114.1003

Moved By: Councillor Laurent Amyotte

to adopt the agenda for the Regular Meeting of Council for January 14, 2020 with the following additions/deletion:

Remove

7.1 11:00 a.m. - St. Paul BMX Skate Park

Add

8.19 Alberta Seniors Communities Housing (ASCHA) Convention

8.20 FCM Convention

Carried

5. Closed Session

5.1 Closed Session

Resolution CM20200114.1004

Moved By: Councillor Darrell Younghans

that pursuant to Section 197(2) of the MGA, County Council move into closed session and close the meeting to the public as per Sections 19 and 24, Division 2, Part 1 of the FOIP Act at 10:04 a.m.

Carried

Arlene Shwetz and Claire Gauvreau left the Council Room at 10:05 a.m.

Sheila Kitz, Tim Mahdiuk, Kyle Attanasio, Daniel Reid and Phyllis Corbiere remained in the meeting to provide information as required.

Tim Mahdiuk, Kyle Attanasio, Daniel Reid and Phyllis Corbiere left the Council Room at 10:10 a.m.

Staff - Tim Mahdiuk, Daniel Reid, Kyle Attanasio, Phyllis Corbiere, Arlene Shwetz and Claire Gauvreau, St. Paul Journal entered the Council Room at 10:32 a.m.

Resolution CM20200114.1005

Moved By: Councillor Maxine Fodness

to revert to an open meeting at 10:32 a.m.

Resolution CM20200114.1006

Moved By: Councillor Cliff Martin

to accept the management letter dated December 23, 2019 from Synergy Chartered Professional Accountants.

Carried

6. Business Arising from Minutes

6.1 Elk Point Economic Development Committee Request for Funding

Resolution CM20200114.1007

Moved By: Councillor Maxine Fodness

that the County of St. Paul will not provide funding for the Elk Point Economic Development Committee until the Economic Development Strategy is completed.

Carried

8. New Business

8.1 RMRF 35th Annual Law Seminar

Resolution CM20200114.1008

Moved By: Councillor Laurent Amyotte

to approve Reeve Upham, Councillors Amyotte, Fodness, Martin, and Wirsta, Sheila Kitz and Crystal St. Arnault to attend the 35th Annual RMRF Law Seminar on February 7 in Edmonton.

Carried

8.2 Emerging Trends in Municipal Law Seminar

Resolution CM20200114.1009

Moved By: Councillor Cliff Martin

to approve Reeve Upham, Councillors Amyotte, Fodness, Martin and Wirsta, Sheila Kitz and Daniel Reid to attend the 2020 Emerging Trends in Municipal Law Seminar on February 13 in Edmonton.

Carried

8.3 10th Annual Spring Alberta CARE Seminar

Resolution CM202001014.1010

Moved By: Councillor Maxine Fodness

to approve Reeve Upham and Warren Leister to attend the Annual Spring Alberta CARE Seminar from February 26-28, 2020 in Westlock.

Carried

8.4 Town of Elk Point - Request to Cost Share Pancake Breakfast held During Seniors Week

Resolution CM20200114.1011

Moved By: Councillor Dale Hedrick

to pay the Town of Elk Point \$158.03, to cover half the cost of the Pancake Breakfast held during Seniors' Week in June 2019.

Carried

8.5 St. Paul Junior Curling Club

Resolution CM20200114.1012

Moved By: Councillor Laurent Amyotte

to approve a \$300 donation for the St. Paul Junior Curling Association for their annual bonspiel on January 26, 2020.

Carried

8.6 Request for Funding - St. Paul and District Chamber of Commerce

Resolution CM20200114.1013

Moved By: Councillor Kevin Wirsta

to approve a \$10,000 grant for the St. Paul and District Chamber of Commerce for the 2020 operating year.

Carried

Resolution CM20200114.1014

Moved By: Councillor Maxine Fodness

to approve a \$5,000 grant for the Mallaig Chamber of Commerce and a \$5,000 grant for the Elk Point Chamber of Commerce for the 2020 operating year.

Carried

8.7 Letter of Support for Fire Services Training

Resolution CM20200114.1015

Moved By: Councillor Darrell Younghans

to ratify the letter of support for the St. Paul Fire Department to accompany their grant application through the Fire Services Training Program for funding to provide further training for volunteers.

Carried

8.8 Letter of Support for Town of Bonnyville Expression of Interest for Family Resource Network HUB

Resolution CM20200114.1016

Moved By: Councillor Laurent Amyotte

to ratify the letter of support for the Town of Bonnyville for their Expression of Interest to the Ministry of Children's Services to serve as the HUB for the region for the Family Resource Network.

Carried

8.9 2019 Strategic Plan - 4th Quarter Update

Resolution CM20200114.1017

Moved By: Councillor Cliff Martin

to accept the 4th Quarter Strategic Plan for 2019 as presented.

Carried

8.10 2019 Summary of Donations

Resolution CM20200114.1019

Moved By: Councillor Dale Hedrick

to file the 2019 Summary of Donations as information.

Carried

8.11 Policy Manual - Review, Reformatting and Renumbering

Resolution CM20200114.1018

Moved By: Councillor Darrell Younghans

to approve the Policy Manual review, reformatting and renumbering as presented.

Carried

8.12 Date for Public Auction of Lands

Resolution CM20200114.1020

Moved By: Councillor Maxine Fodness

to schedule the Public Auction of Lands for May 12, 2020 at 11:00 a.m., as per section 418 of the MGA.

Carried

8.13 Supply and Delivery of Fuel Tenders

Councillor Cliff Martin left the Council Room at 10:45 a.m. as he is the President of the Cornerstone Co-op and Co-op submitted a bid.

Resolution CM20200114.1021

Moved By: Councillor Darrell Younghans

to award the fuel tender to Cornerstone Co-op for a two-year term, based on the results of the tender evaluation, providing they will honor the margin identified in the tender over the two-years.

Carried

Councillor Cliff Martin entered the Council Room at 10:53 a.m.

8.14 2020-21 Alberta Community Partnership Grant Applications

Resolution CM20200114.1022

Moved By: Councillor Kevin Wirsta

that the County of St. Paul partner with the Town of Elk Point on an Alberta Community Partnership Grant application for the purpose of completing detailed engineering stormwater pre-designs and an implementation strategy with the County of St. Paul as the managing partner.

Carried

Resolution CM20200114.1023

Moved By: Councillor Laurent Amyotte

that the County of St. Paul partner with Summer Village of Horseshoe Bay on an Alberta Community Partnership Grant application for the purpose of completing detailed engineering stormwater pre-designs and implementation strategy with the Summer Village of Horseshoe Bay as the managing partner.

Carried

Resolution CM20200114.1024

Moved By: Councillor Cliff Martin

that the County of St. Paul partner with the Town of St. Paul on an Alberta Community Partnership Grant application for the purpose of completing detailed engineering stormwater pre-designs and an implementation strategy with the Town of St. Paul as the managing partner.

Carried

Resolution CM20200114.1025

Moved By: Councillor Darrell Younghans

that the County of St. Paul partner with the Town of Elk Point on an Alberta Community Partnership Grant application for the purpose of completing an Area Structure Plan and Utility Analysis with the Town of Elk Point as the managing partner.

Carried

8.15 Request for Municipal Development Plan and Land Use Bylaw Amendments Regarding Lot 1, Block 1, Plan 1922940 (Contained within NE 34-58-10-W4)

Resolution CM20200114.1026

Moved By: Councillor Cliff Martin

to table a decision on the request from the owner of NE 34-58-10-W4 to further amend the Municipal Development Plan and the Land Use Bylaw until registration of the parcels under Bylaws 2019-26 and 2019-27 are completed.

Carried

8.16 Request for Land Use Bylaw Amendments Regarding Lot 1, Block 1, Plan 0720985 (Contained within SW 29-56-10-W4)

Resolution CM20200114.1027

Moved By: Councillor Maxine Fodness

that administration prepare an amendment to Land Use Bylaw 2013-50 to allow for the creation of a 16.32 acre country residential parcel within the agricultural district described as Lot 1, Block 1, Plan 0720985 in SW 29-56-10-W4.

Carried

8.17 Request for Encroachment Agreement on Lot 10PUL (Public Utility Lot), Block 7, Plan 8121231

Resolution CM20200114.1028

Moved By: Councillor Maxine Fodness

to enter into an encroachment agreement with the landowner for the portion of the retaining wall that encroaches on Lot 10PUL, Block 7, Plan 8121231 with all associated costs to be paid by the landowner.

Carried

Resolution CM20200114.1029

Moved By: Councillor Darrell Younghans

that the landowner be directed to remove the shed from Lot 38ER, Block 7, Plan 8121231.

Carried

8.18 Disposition for Boat Launch at Lac St. Cyr

Resolution CM20201014.1030

Moved By: Councillor Cliff Martin

to proceed with the disposition for the boat launch at Lac St. Cyr located on NE 36-56-9-W4, as per the survey provided by Explore Surveys.

Carried

8.19 Alberta Seniors Communities Housing (ASCHA) Convention

Resolution CM20200114.1031

Moved By: Councillor Maxine Fodness

to approve Councillors Amyotte, Hedrick and Wirsta to attend the 2020 ASCHA Convention from April 6 to 8, 2020 in Red Deer.

Carried

8.20 FCM Convention

Resolution CM20200114.1032

Moved By: Councillor Maxine Fodness

to approve Councillor Amyotte and Councillor Wirsta to attend the FCM Convention from June 4-7, 2020 in Toronto

Carried

10. Reports

10.1 CAO Report

Resolution CM20200114.1033

Moved By: Councillor Kevin Wirsta

to send a letter to Justice Minister Schweitzer regarding funding for policing.

Carried

Resolution CM20200114.1034

Moved By: Councillor Maxine Fodness

to accept the CAO Report as presented.

Carried

12. Financial

12.1 Budget to Actual

Resolution CM20200114.1035

Moved By: Councillor Laurent Amyotte

to approve the preliminary budget to actual as of December 31, 2019.

Carried

12.2 Listing of Accounts Payable

Resolution CM20200114.1036

Moved By: Councillor Dale Hedrick

to file the listing of Accounts Payable as circulated:

<u>Batch</u>	<u>Cheque Date</u>	<u>Cheque Nos.</u>	<u>Batch Amount</u>
23149	Dec. 10, 2019	34958-35031	\$1,104,679.53
23148	Dec. 11, 2019	Direct Deposit	\$ 122,416.52
23157	Dec. 12, 2019	Direct Deposit	\$ 87,022.40
23179	Dec. 18, 2019	35032 - 35135	\$ 445,668.36
23178	Dec. 24, 2019	Direct Deposit	\$ 226,345.27
23210	Dec. 30, 2019	Direct Deposit	\$ 16,938.10

Carried

13. Adjournment

Business on the agenda being concluded, Chairman S. Upham adjourned the meeting at 11:54 a.m.

Reeve

Chief Administrative Officer



Request for Decision

Council Meeting: February 11, 2020

6.1 Lot A, Block 2, Plan 527MC, Vincent Lake

Request

During 2019 there have been several concerns from both the landowner of Lot A, Block 2, Plan 527MC, at Vincent Lake and local stakeholders who have historically used the Community Reserve adjacent to this lot. Administration has provided several options for Council to consider regarding how to proceed the use of the Community Reserve adjacent to the lot. When Council last discussed this issue, Administration was asked to provide the options to both the landowner as well as the other stakeholders to provide them with the opportunity to respond to their choice of option and why. Attached you will find responses from both parties with their choice explaining their preference.

Adding to and complicating this issue is the current re-subdivision of the 15 lots to the west of this location. This project has been ongoing over the last 2 years. The lot owners have agreed to the current lot lines that the surveyor has presented. One of the lots (the farthest east lot) has an encroachment (fence and deck) into the road allowance that has already been agreed to in the re-subdivision of lots. Council's decision on options here will have implications to that agreement and could result in further re-drawing of lot lines for the affected lot owner. Administration has not made any changes to these lines as we are awaiting Council decision regarding this lot.

Historically this area of Vincent Lake was a very active public beach. This was before the development of the County's public campground at Westcove which was purchased in 1979 by the County. The County opened Westcove as a public campground in 1992. A previous owner of Lot A, Block 2, Plan 527MC used the lot for rental of cabins and allowed the public to drive through the center of the lot to access the Community Reserve. The owner also used a portion of the Community Reserve for his own dwelling as well as several cabins that he would rent out. (See Assessor's Drawing attached) At some point there was even power brought to the Community Reserve that served these cabins and the lot owners dwelling. The next owner of this property did not come out to Vincent Lake much; however he continued to allow the public to access the Community Reserve through the center of the lot. It was not until the current owner acquired the property in 2015 that the access of public through the property was restricted. The County issued an



Electrical Permit to the current owner March 23, 2016 to upgrade the power service to 100 amp.

It is quite apparent that all the previous owners of the property utilized the Community Reserve as if it was their own land. In discussions with a previous council member, it was an unwritten agreement that they use the Community Reserve and the public would access the beach area through their property.

Administration have attached historical plans of the area to show how the land was anticipated to be used over the years.

Budget/Financial – Estimated cost of improved access on Pine Street and parking area \$60,000 for any option.

Legislation/Bylaw/Policy Consideration –

MGA Section 671(1) (Use of Environmental Reserve)

MGA Section 676(1) (Change of Use of Environmental Reserve)

Land Use Bylaw Section 8.4(4)(e) (Recreational Vehicles Country Residential One)

General Municipal Servicing Standards Bylaw 2014-04 (Roadway and Access)

Alternatives

There are three alternatives for Council's consideration.

Option 1 – shows a swap of land – giving the landowner a small portion of Community Reserve (from the power pole to the East) in exchange for 0.165 acres of land on the west side of their lot adjacent to the road allowance (Pine Street).

Advantages

1. This option does not negatively affect negotiations of the re-subdivision of 15 lots to the west.
2. It allows space for improved access to the Community Reserve where the County could provide for parking and access to the public space. It would not allow parking onto the Community Reserve area that could cause environmental impacts to the lake area.
3. Lost Community Reserve space near the water is replaced by land on the west side of Lot A.



Disadvantages

1. Not the best option for the landowner as they have improved the gravel area that was historically used by previous owners to access their dwellings and rental cabins. Also, this was the access for the public to the Community Reserve.
2. Reduces the total Community Reserve area near the water.

Option 2 – shows a swap of land that encompasses the graveled area on the Community Reserve on a diagonal and east to the road allowance (Spruce Street) in exchange for 0.354 acres of land adjacent to the road allowance (Pine Street).

Advantages

1. This option does not negatively affect negotiations of the re-subdivision of 15 lots to the west.
2. It allows space for improved access to the Community Reserve where the County could provide for parking and access to the public space. It would not allow parking onto the Community Reserve area that could cause environmental impacts to the lake area.
3. Lost Community Reserve space near the water is replaced by land on the west side of Lot A. This land would be used for improved access and parking for public to use Community Reserve.
4. It represents a similar use of the land that was historically used by previous owners, other than the public access being through Lot A.

Disadvantages

1. Reduces the total Community Reserve area near the water.

Option 3 – have the lot owners remove all their developments from the Community Reserve area onto their own property.

Advantages

1. The County would be consistent in the treatment of this lot owner as with other lot owners in the County that have developments encroaching on lake municipal or environmental reserves.

Disadvantages



1. Would require re-drawing of lot lines for the subdivision to the west of this property. Currently there is a fence as well as a deck that encroach onto this road allowance. The building of any road along Pine Street will need to be done to a County standard as per our General Municipal Servicing Standards. There will not be enough space to construct a standard road in this location.
2. Use of the map provided by the other stakeholders is problematic as it suggests parking across the entire Community Reserve. It might be better if parking was located at one designated area causing less environmental impacts to the area.

Recommendation

Administration is recommending Option 2 provided that the landowner pays for all the re-subdivision costs associated with the designation of the Community Reserve, and transfer of land. Further Administration is strongly suggesting that the landowner have the land staked and fenced at their expense.

Administration is also recommending that the approach be approved at Pine Street and a parking area be developed on the exchanged land.

Administration is also recommending that the lot owner comply with the County's Land Use Bylaw relating to the number of RV's allowed on the property by June, 1, 2020.

Submitted by: Sheila Kitz, CAO

January 24, 2020

Dear Sheila Kitz & County Council,

RE: Lot # 519, LOT A, BLOCK 2, PLAN 527MC Vincent Lake

Further to our discussion in regards to the above property and your request for information from us pertaining to the above property our comments are as follows:

We have been dealing with a situation in regards to property lines and reserve property for a number of months now. We have dealt with county staff personal, local councillor member and have presented to council as a delegation. I am sure everyone is aware of the history of this property so I feel we do not need to go into much detail regarding background. Basically our requests were to extend the reserve property lines to include all gravel pads, deck, power pole, historical cabin, and fire pit area at our costs. We have been sent some draft proposals on some new boundary lines and adjustments and the option we would choose as land owners are option 2(see attached)

As we are aware there is a group of people that have expressed interest in the reserve property on the lakeside and have certain concerns about access. We realize the area that we now own was once used as a community beach and recreation area for residents some 40 to 80 years ago and we appreciate the fact they have some great memories and historical values of the property. It is also in our opinion as property owners that there was limited recreation beach areas available to people in those specific times on Vincent lake and and other lakes in the area compared to what there is today. We also struggle with the fact that this beach area will once again become as populated and used by people as it once was decades ago? Basically when we purchased the property we knew there was certain resentment from some people as there was damage to our gate that accessed the property because we limited access and we had to deal with trespassing issues. As I am sure you are aware we have every right to limit access as landowners. Just a final note on this matter we question if there was such an interest in this property some time ago why did the parties of concern not take the opportunity to approach the landowner at the time to purchase the property? We have questioned this because as the new owners since October 2015, we are have been being challenged by the acquisition of this land. We feel this is very unfair due to the fact that there is flexibility on the east and west side of us in regards to public access to the lake.

It is also our understanding that the adjacent subdivision near us are going through a process with the County of St. Paul where property owners are getting adjustments to their property lines by a legal survey (at their costs) because of a history of people not constructing buildings and other items directly on their property. This also includes proposed adjustments to reserve lands and road allowance.

In conclusion we are asking to be treated fairly as property owners and certainly would be open to a meeting with all parties so we can come up with a positive solution and to move forward to resolve this in the best interest of everyone.

We look forward to your reply on this matter and if you need further information or comments from us please contact us.

Douglas and Linda Pawliuk

Steve and Susan Petrushka

Sheila Kitz

From: Doris Bodnar <dorisbodnar@hotmail.com>
Sent: Tuesday, January 21, 2020 10:50 AM
To: Sheila Kitz
Cc: Cliff Martin; Dale Hedrick; Daniel Reid; Darrell Younghans; Kevin Wirsta; Kyle Attanasio; Laurent Amyotte; Maxine Fodness; Phyllis Corbiere; Steve Upham; Tim Mahdiuk; lpawliuk@westcanbulk.ca
Subject: Re: Lot A, Block 2, Plan 527MC
Attachments: 20200120_204156.jpg

The local community's unified voice is option three as mentioned in your email, Sheila, that the lot owners remove all of their developments from the Community Reserve area on to their property. This is their feedback on this issue:

- the lot owners should live within their boundaries
- allowing lot owners to change boundaries opens up a precedent for any other county resident to demand the same.
- we owe it to Liz Kohl (and all of Joe Pratch's descendants) to preserve Joe's donation of this beach land to the community
- why are we thinking options; all that the community requested was to have the road allowance opened since both entrances were gated, making accessing the beach impossible
- many local residents have mobility issues
- parking lot is not required as the existing lay of the land has always accommodated vehicle beach traffic parking above the high water mark (vehicles have never parked on lot A since Mr. Cwyk had the store 40 years ago when the beach was booming) Since then, the community only used Lot A to get from the main road to the Community Reserve as the existing road allowance on the map was not developed into a proper vehicle access road.
- the local people want the Community Reserve boundaries clearly marked so that beach users are not harassed by the lot owners. The lot owners need to know and see their boundaries.

To sum up, the St. Paul Beach community want vehicle access to the beach that many have been using since the 1940's. The only change in the last 5 years is that we no longer have a road in. We want to reinstate the status quo that we had by developing a proper vehicle access road into the community reserve and allowing those vehicles to be able to park where we used to.

Doris Bodnar

Spokesperson for the St. Paul Beach Revitalization

Sent from my Samsung Galaxy smartphone.

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

From: Sheila Kitz <skitz@county.stpaul.ab.ca>
Date: 2020-01-08 9:30 AM (GMT-07:00)
To: Doris Bodnar <dorisbodnar@hotmail.com>, Linda Pawliuk <lpawliuk@westcanbulk.ca>
Cc: Cliff Martin <cmartin@county.stpaul.ab.ca>, Dale Hedrick <dhedrick@county.stpaul.ab.ca>, Daniel Reid <dreid@county.stpaul.ab.ca>, Darrell Younghans <dyounghans@county.stpaul.ab.ca>, Kevin Wirsta <kwirsta@county.stpaul.ab.ca>, Kyle Attanasio <kattanasio@county.stpaul.ab.ca>, Laurent Amyotte <lamyotte@county.stpaul.ab.ca>, Maxine Fodness <mfodness@county.stpaul.ab.ca>, Phyllis Corbiere

<pcorbiere@county.stpaul.ab.ca>, Steve Upham <SUpham@county.stpaul.ab.ca>, Tim Mahdiuk
<tmahdiuk@county.stpaul.ab.ca>
Subject: Lot A, Block 2, Plan 527MC

Hi Linda/Doris,

At the November 2019 Council meeting, a delegation (owners of Lot A, Block 2, Plan 527MC) was in to discuss their property along Vincent Lake. Council had asked Administration to put together several options to share with the landowners and other stakeholders. Doris, it was identified that you were the spokesperson for the other stakeholders, therefore I am sending this email to you and hope that you will share it with the other residents that are concerned about this issue.

Our surveyors have put together 2 drawings of the property in question, these will be two of the options that council will consider when determining how to move forward with the property owner's request. The third option will be to have the lot owners remove all their developments from the Community Reserve area on to their own property.

Due to the Christmas break, our updated drawings have only been completed as of yesterday. I would request that you provide your feedback to me with your review of the options along with your reasoning by January 24, 2020 so that this may be added to the February 11, 2020 Council Meeting agenda.

Please feel free to contact me with any questions or should you require clarification.



Sheila Kitz
Chief Administrative Officer
County of St. Paul No. 19
5015 49 Avenue, St. Paul, AB T0A 3A4

P: 780-645-3301 ext. 208
E: skitz@county.stpaul.ab.ca

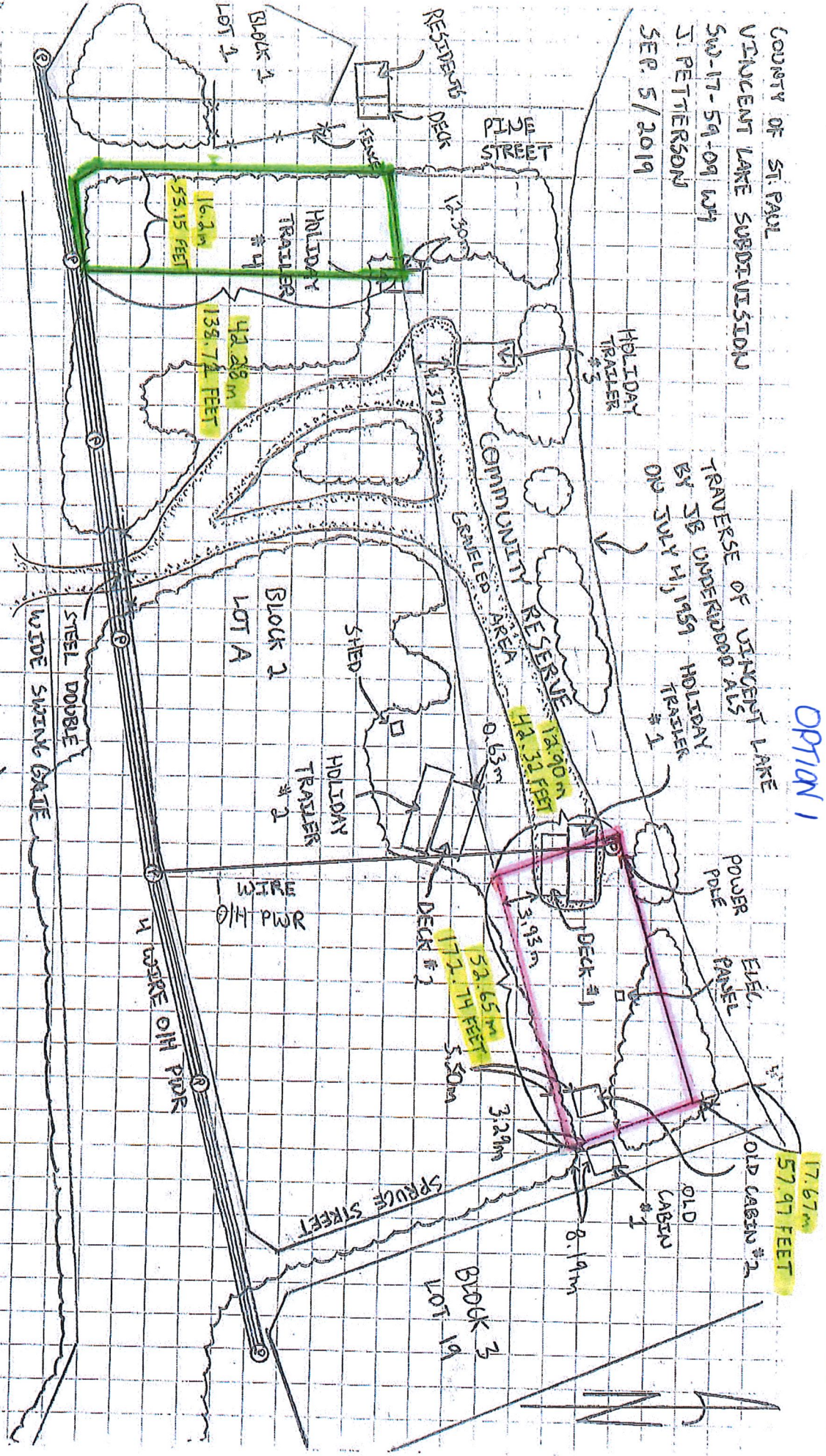
Our Mission – To create desirable rural experiences

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OPTION 1

COUNTY OF ST. PAUL
 VINCENT LAKE SUBDIVISION
 SW-17-59-09 W/4
 J. PETERSON
 SEP. 5/2019

TRAVERSE OF VINCENT LAKE
 BY SB UNDERWOOD ALS
 OLD JULY 4, 1959 HOLIDAY
 TRAILER #1



AREA HIGHLIGHTED PINK IS PROPOSED NEW LOT (0.165 acres)

AREA HIGHLIGHTED GREEN IS PROPOSED
 NEW COMMUNITY RESERVE (0.165 acres)

ROAD PLAN 6973 KS (PAVED)

LOT A TRESPASSES

- OLD CABIN #1 = 3.29m
- OLD CABIN #2 = 5.50m
- DECK #1 = 3.93m
- DECK #2 = 0.63m
- HOLIDAY TRAILER #3 = 4.37m
- HOLIDAY TRAILER #4 = 12.30m

COUNTY OF ST. PAUL
VINCENT LAKE SUBDIVISION
SW-17-54-09 W/4
J. PETERSON
SEP. 5/2019
HOLIDAY
TRANSVERSE OF VINCENT LAKE
BY SE UNDERDEED. ALS
OCT. 20/1989
HOLIDAY
TRAILER
#1



AREA HIGHLIGHTED GREEN IS PROPOSED

NEW COMMUNITY RESERVE (0.354 acres)

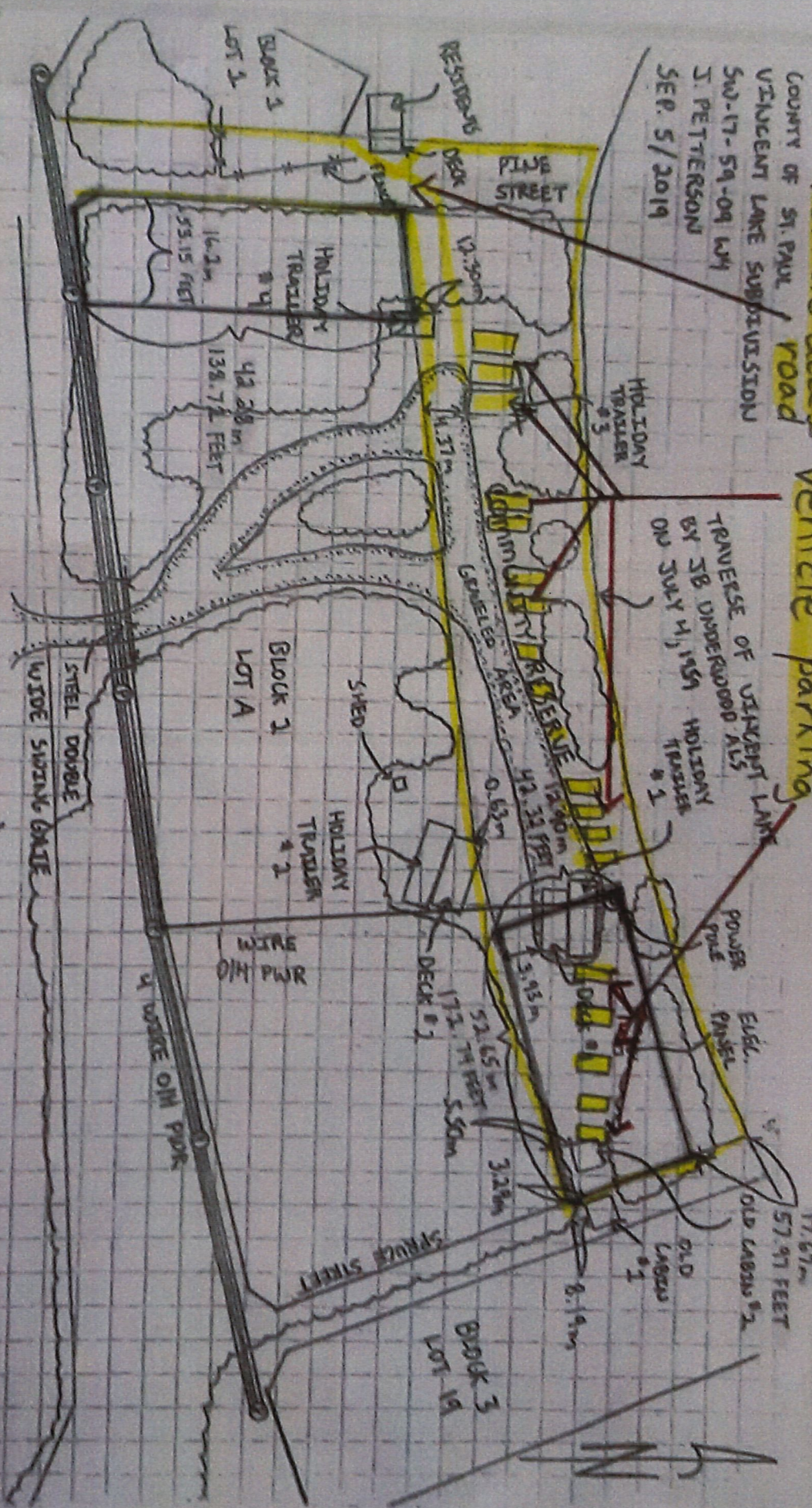
OLD CABIN #1 = 3.29 m	HOLIDAY TRAILER #3 = 4.37 m
OLD CABIN #2 = 5.50 m	HOLIDAY TRAILER #4 = 12.30 m
DECK #1 = 3.93 m	
DECK #2 = 0.63 m	

Vehicle access road vehicle parking

OTHER STAKEHOLDERS PROPOSAL

COUNTY OF ST. PAUL
VINCENT LANE SUBDIVISION
50-17-59-09 W4
J. PETERSON
SEP. 5/2019

TRAVERSE OF VINCENT LANE
BY SB UNDERPASS AL'S
ON JULY 4, 1959 HOLIDAY
TRAILER #1



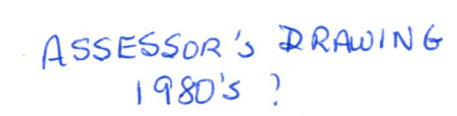
ROAD PLAN 6973 KS (PAVED)

LOT A TRESPASSES

AREA HIGHLIGHTED PINK IS PROPOSED NEW LOT (0.165 acres)
AREA HIGHLIGHTED GREEN IS PROPOSED
NEW COMMUNITY RESERVE (0.165 acres)

OLD CABIN #1 = 3.29 m	HOLIDAY TRAILER #3 = 4.57 m
OLD CABIN #2 = 5.50 m	HOLIDAY TRAILER #4 = 12.30 m
DECK #1 = 3.93 m	
DECK #2 = 0.63 m	

1-400



2147216-2-180
I certify that the within instrument is duly entered and registered in the Land Titles Office for the North Alberta Land Registry District at Edmonton, in the Province of Alberta at 2:26 a day of Feb. 18 1960.
Book 177 Folio 17
A.D. 1960
Registrar
H.A.L.B.

No Crown Land included in this survey.
Dated this 17th day of Feb. 1960
Director, Technical Division
Dept. of Lands and Forests

APPROVED subject to registration on or before March 31, 1960
Director, Technical Division
Edmonton, Feb. 18, 1960

APPROVED: JAN 19 1960
PROVINCIAL PLANNING ADVISORY BOARD
NAME: JB UNDERWOOD ALS

PLAN

SHOWING

SUBDIVISION OF PART OF

SW 1/4 SEC. 17-TR59-R9-W4M.

VINCENT LAKE

SCALE: 1"=100'

1959

JB UNDERWOOD ALS

NOTE: IRON POSTS FOUND SHOWN THUS: 
ROAD POSTS FOUND SHOWN THUS: 
IRON POSTS PLANTED SHOWN THUS: 

AREA TO BE REGISTERED OUTLINED IN RED AND CONTAINS 16.40 AC.

LOT CORNERS MARKED WITH 12MM BARS 3/4 x 1/4 UNLESS OTHERWISE SHOWN.

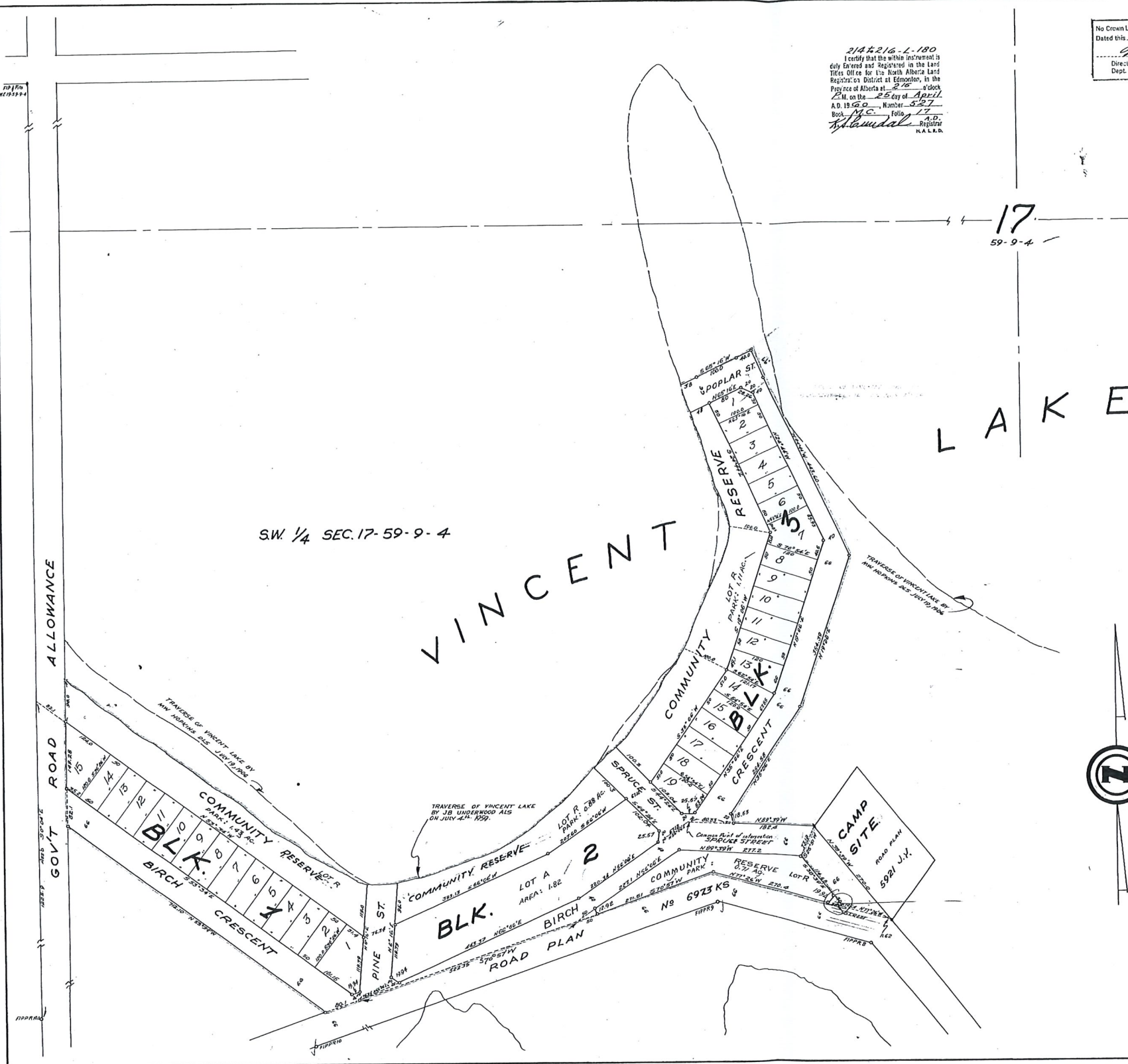
I, J.B. Underwood of the City of Edmonton, Alberta, Alberta Land Surveyor, make oath and say:
That the survey represented by this plan has been made by me in accordance with the provisions of the Alberta Surveys Act.
That the survey was performed between the dates of Jan 8, 1959 and July 6, 1959 and that this plan is correct and true and is prepared in accordance with the provisions of the Land Titles Act.
Sworn before me at the City of Edmonton in the Province of Alberta this 8th day of Feb. 1960
J.B. Underwood
Alberta Land Surveyor

J. A. Patterson
A Commissioner for Oaths

I, William G. Sullivan of the Town of St. Paul in the Province of Alberta, make Oath and say:
That I was personally present and did see named in this plan who is personally known to me to be the person named herein, duly sign and execute the same for the purposes named herein.
That the same was executed at the Town of St. Paul in the Province of Alberta and that I am the subscribing witness thereto.
That I know the said William G. Sullivan and he is in my belief of the full age of twenty-one years.
Sworn before me at the Town of St. Paul in the Province of Alberta this 2nd day of April 1960
W.G. Sullivan
Witness

J. A. Patterson
A Commissioner for Oaths

W. H. Sutton
Owner



1967

PLAN SHOWING
RESUBDIVISION BY A REPLOTTING SCHEME
OF
LOTS 1-19 incl. & R, ALL in BLOCK 3
PARTS OF
SPRUCE STREET, POPLAR STREET
AND BIRCH CRESCENT
PLAN 527 M.C.

IN S.W. 1/4 SEC. 17, TR. 59, R. 9, W. 4th. MER.

VINCENT LAKE, ALBERTA


SCALE 1" = 100' 1967 BY J.B. UNDERWOOD A.L.S.

SUBDIVISION AND TRANSFER REGULATION
APPROVED
67-D-627
Provincial Planning Director
File No. 188 1967
Date

Parcel(s) R-1 is/are
doomed to the reserve required by
The Planning Act in respect of this plan.

Reserves required by The Planning Act
in respect of the land in this plan are
provided and covered by a survey
instrument.

Subdivision and Transfer Regulation
APPROVED
Dated this 23 day of OCT. 1967
J. B. Underwood
Director Technical Division
Dept. of Lands and Forests

LEGEND
Survey Monuments found as indicated
Iron Survey Post planted shown thus 
Iron Bars planted at Lot Corners unless shown otherwise
Area to be registered outlined in red containing 6.48 Acres

SURVEY APPROVED subject
to registration on or before
31st Dec. 1968
Edmonton, 21.11.1967
Examined: G.C. HALL, File #14023-2416, 19207

I, J.B. Underwood, of the City of Edmonton, Alberta Land Surveyor
make oath and say:
That the survey represented by this plan has been made by me in
accordance with the provisions of the Alberta Surveys Act;
That this survey was performed between the dates of July 27th and
July 28th, A.D. 1967 and that this plan is correct and true and is
prepared in accordance with the provisions of the Land Titles Act.

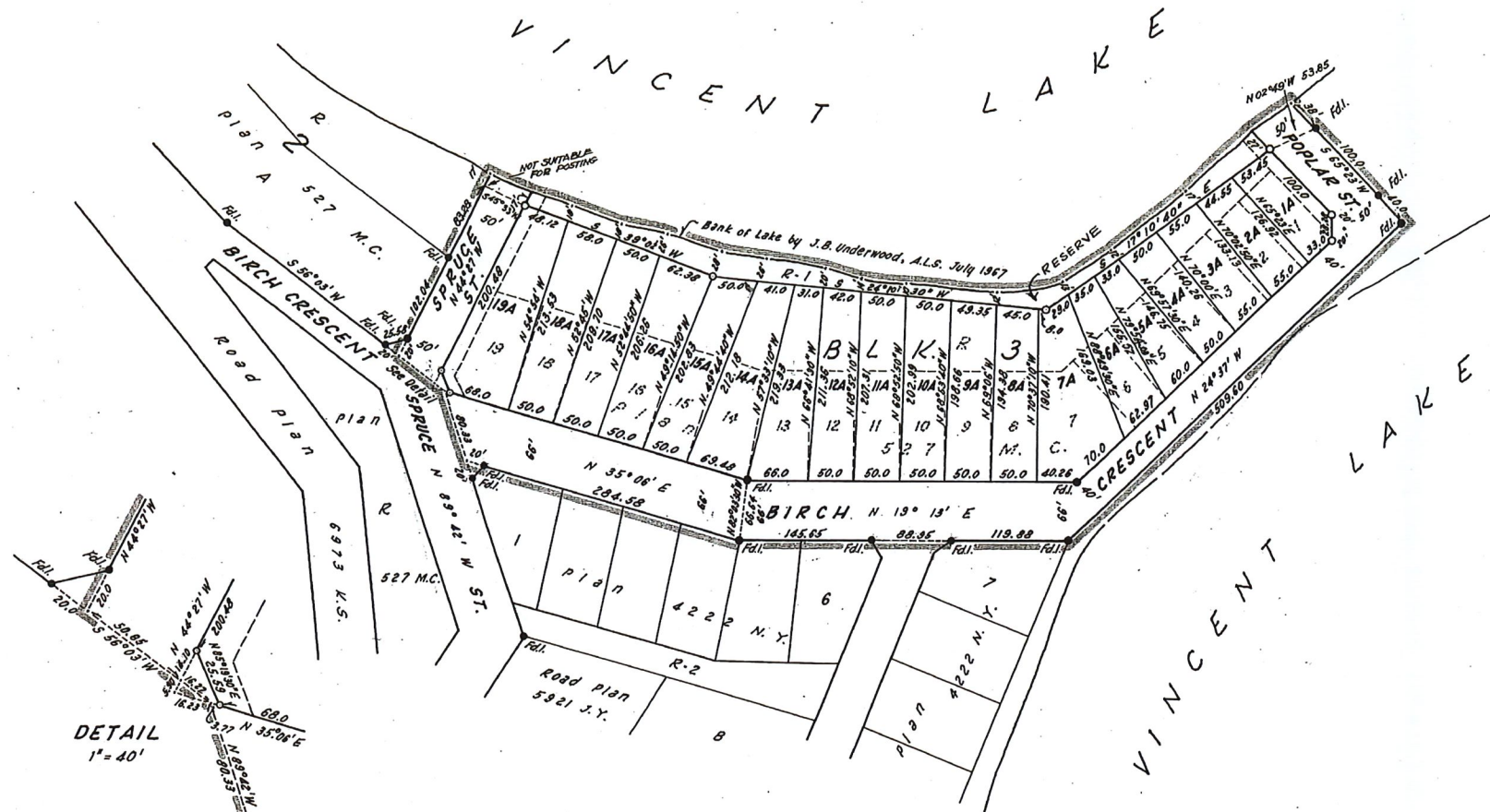
Sworn before me at the City of
Edmonton in the Province of
Alberta this 27th day of July
A.D. 1967

A Commissioner for oaths in and for the Province of Alberta

FOR THE COUNTY OF ST. PAUL No. 10.

Sec 17, TR. 59, R. 9, W. 4th. MER.

767694 N 228
I certify that the within instrument is
duly Entered and Registered in the Land
Titles Office for the North Alberta Land
Registration District at Edmonton, in the
Province of Alberta at 10:00 o'clock
A.M., on the 19 day of Dec.
A.D. 1967, Number 5966
Book 217
Folio 217





Request for Decision

Council Meeting: February 11, 2020

6.2 Request for Municipal Development Plan Bylaw Amendments Regarding Lot 1, Block 1, Plan 0720985 (Contained within SW 29-56-10-W4M)

Request

The landowner of Lot 1, Block 1, Plan 0720985 is requesting that the Municipal Development Plan Bylaw be amended to allow for the creation of a 6.06 ha (16.32 acre) country residential parcel within the agriculture district. The landowner is requesting the increase in size to accommodate the existing private sewage disposal system.

This request does not comply with the Municipal Development Plan Bylaw as the total area removed from the quarter section will exceed 20 acres in size for residential use.

To achieve the desired outcome in accordance with the Municipal Development Plan, the landowner could re-district a portion of the parcel to a Country Residential One district.

At the January 14, 2020 council meeting, Council directed administration to bring forward a bylaw to allow for the creation of a 6.06 ha (16.32 acre) parcel.

Budget/Financial - \$1,000 Re-Districting Application
- \$500 (estimate) advertising

Legislation/Bylaw/Policy Consideration

Municipal Development Plan Section 2.2



Alternatives

Uphold the Municipal Development Plan by denying the request. Advise the landowner to follow the provisions in the bylaw to achieve their desired outcome.

Give first reading to Bylaw 2020-01.

Recommendation

Uphold the Land Use Bylaw by denying the request. Advise the landowner to follow the provisions in the bylaw to achieve their desired outcome.

Submitted by: Krystle Fedoretz, Director of Planning and Development

BYLAW 2020-01

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 2013-51.

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.
 - b. Notwithstanding the above, 1 parcel, not exceeding 6.60 ha (16.32 acres) in size, may be subdivided from Lot 1, Block 1, Plan 0720985 (contained within SW 29-56-10-W4M) for residential purposes.

Read a first time in Council this 11th day of February, A.D. 2020.

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

Read a second time in Council this _____ day of _____, A.D. 2020.

Read a third time and duly passed in Council this _____ day of _____, A.D. 2020.

Reeve

Chief Administrative Officer



Request for Decision

Council Meeting: February 11, 2020

6.3 Request for Land Use Bylaw Amendments Regarding Lot 1, Block 1, Plan 0720985 (Contained within SW 29-56-10-W4M)

Request

The landowner of Lot 1, Block 1, Plan 0720985 is requesting that the Land Use Bylaw be amended to allow for the creation of a 6.06 ha (16.32 acre) country residential parcel within the agriculture district. The landowner is requesting the increase in size to accommodate the existing private sewage disposal system.

This request does not comply with the Land Use Bylaw as the parcel exceeds 4 .04 ha (10 acres). Due to the proposed size, the creation of this parcel does not comply with the Land Use Bylaw for residential use within an Agriculture district.

To achieve the desired outcome in accordance with the Land Use Bylaw, the landowner could re-district a portion of the parcel to a Country Residential One use.

At the January 14, 2020 council meeting, Council directed administration to bring forward a bylaw to allow for the creation of a 6.06 ha (16.32 acre) parcel.

Budget/Financial - \$1,000 Re-Districting Application
- \$500 (estimate) advertising

Legislation/Bylaw/Policy Consideration

Land Use Bylaw Section 7.32(1)

Land Use Bylaw Section 7.32(5)



Alternatives

Uphold the Land Use Bylaw by denying the request. Advise the landowner to follow the provisions in the bylaw to achieve their desired outcome.

Give first reading to Bylaw 2020-02.

Recommendation

Uphold the Land Use Bylaw by denying the request. Advise the landowner to follow the provisions in the bylaw to achieve their desired outcome.

Submitted by: Krystle Fedoretz, Director of Planning and Development

BYLAW 2020-02

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 20.27 ha (50.08 ac) may be created on Lot 1, Block 1, Plan 1922940 (contained within NE 34-58-10-W4M). (2019-27).
 - b. 80 Acre Split Exceptions - If a quarter section has been previously subdivided into two (2) 80 acre halves, only one (1) country residential parcel to a maximum size of 4 ha (10 ac) may be subdivided from each half (excepting farmstead parcels).
 - i. Notwithstanding subsections 7.32(1), 7.32(1)(b) and 7.32(5), one parcel not exceeding 12.14ha (30 acres) may be subdivided out of the W ½ of SW 16-58-7-W4M for country residential use.
 - ii. Notwithstanding subsections 7.32(1), 7.32(1)(b) and 7.32 (5), one parcel not exceeding 6.06 ha (16.32 acres) may be created from Lot 1, Block 1, Plan 0720985 (contained within SW 29-56-10-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.

ii. Notwithstanding 7.32(5), one country residential parcel with an area not exceeding 6.06 ha (16.32 ac) may be created on Lot 1, Block 1, Plan 0720985 (contained within SW 29-56-10-W4M) and not be considered multi-lot country residential development.

Read a first time in Council this 11th day of February, A.D. 2020.

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

Read a second time in Council this _____ day of _____, A.D. 2020.

Read a third time and duly passed in Council this _____ day of _____, A.D. 2020.

Reeve

Chief Administrative Officer



Request for Decision

Council Meeting: February 11, 2020

7.1 11:00 a.m. – S/Sgt David Henry, Elk Point RCMP Detachment

Request

S/Sgt. David Henry will be in to meet with Council to discuss year end and any goals for the upcoming year.

Budget/Financial - \$

Legislation/Bylaw/Policy Consideration – N/A

Alternatives

Recommendation

Submitted by: Phyllis Corbiere, Executive Assistant



Request for Decision

Council Meeting: February 11, 2020

7.2 11:30 a.m. – St. Paul Gymnastics Club

Request

Representatives from the St. Paul Gymnastics Club will discuss their gymnastics program and request a \$5,000 grant. They have applied for a CIP Project-Based Funding Stream Grant for \$40,000 to purchase equipment. They are requesting a \$5,000 grant from both the Town and the County.

Budget/Financial - \$5,000

Legislation/Bylaw/Policy Consideration – N/A

Alternatives

Recommendation

Submitted by: Phyllis Corbiere, Executive Assistant



January 28, 2020

Dear County Council,

In the spring of 2012, residents of the St. Paul area informally met to discuss options to meet the need for gymnastics within our community. At that time, parents who wanted to provide their children a gymnastics opportunity were travelling to Bonnyville, which was the closest club. At that initial meeting, it was clear that there was strong community interest in gymnastics, but parents were not enrolling their children because there wasn't a local option. Shortly after that initial meeting, a Board was developed, a small loan taken, and a very successful fundraiser held. We were then able to secure a rental agreement with ACFA and purchase used equipment. We are proud that we were able to offer our first classes in the fall of 2013, a short 18 months from the club being only an idea.

The St. Paul Gymnastics Club now runs classes two days per week and currently has an average of 100-145 children (18 months to 14 years) enrolled per session (3 sessions per calendar year). We host an annual Fun Meet for the more advanced gymnasts to showcase their skills; however, we are finding that our older gymnasts are maxing out our current equipment. In order to provide the more advanced gymnasts an opportunity to continue to grow in the sport and possibly one day offer a competitive training program, we need to update and expand our equipment options. A variety of equipment would also be helpful to engage and safely challenge our younger participants. We also offer a Parkour class which is especially popular with boys (40 registered) and includes negotiating obstacles by running, jumping, and climbing. Traditional gymnastics equipment doesn't fully meet Parkour needs, but with careful planning we can make great use of certain equipment for both areas of sport.

We have identified the following items as most desired:

Obstacle Course – 10 Pieces - \$3,428	Air mat Floor – Short - \$3,452
Balance Beam - \$4,200	4 Station Circuit - \$9,936
Carpet Bonded Foam rolls (4) -\$4,600	JF Climbing Island - \$8,881

We have applied for the Project-Based Funding Stream Grant for the amount of \$40,000, which is a matching grant. We respectfully request your consideration to assist our club with purchasing the above equipment. We are asking for \$5,000 from both the Town and the County of St. Paul. This amount would help us tremendously in meeting our \$20,000 part of the grant.

Please feel free to attend our viewing evenings from 3:30-8:00pm on February 18 & 19, 2020. Thank you in advance for your time and consideration.

Pauline Scrannage
President of the St. Paul Gymnastics Club



Request for Decision

Council Meeting: February 11, 2020

8.1 St. Paul & District Hospital Foundation Fundraiser

Request

The St. Paul & District Hospital Foundation will be holding their annual fundraising event on March 7, 2020. This year they are raising funds for a Fetal Monitor, Endoscopy Tower, Air Mattress for Acute Care, Direction Recumbent Bicycle, Parallel Bars for Physio and STAT Centrifuge.

They are looking for support for their fundraiser by way of a donation for their live/silent auction and/or purchase a table of eight for \$480. Since 2012 Council purchased a table of 8 or made a cash donation equal to the price of the table and donated a silent auction item for the Hospital Foundation Fundraiser

Budget/Financial - \$480 plus \$100 to \$150 for Silent Auction Item

Legislation/Bylaw/Policy Consideration – N/A

Alternatives

Purchase at table of 8 for \$480 for the fundraiser.

Donate a silent auction item for the fundraiser.

Purchase tickets at \$60 per ticket for any Councillor who is available to attend the Gala and make a cash donation for the balance up to \$480 or make a cash donation to the fundraiser if there is no commitment to use the tickets.

Council purchase tickets on their own if they are interested in attending this fundraiser.



Recommendation

Administration is recommending providing a silent auction item and purchase a table of 8 for \$480 and provide a silent auction item for the St. Paul and District Hospital Foundation Gala on March 7, 2020.

Submitted by: Phyllis Corbiere, Executive Assistant



St. Paul & District Hospital Foundation

4713-48 Avenue
St. Paul, AB T0A 3A3
P: 780-645-3331 F: 780-645-1702

December 2019

I am pleased to announce that our annual St. Paul and District Hospital Foundation Gala will be held on **Saturday, March 7, 2020**. This year's event will include a full course dinner, our popular silent and live auctions, and an exciting show by ventriloquist Damien James.

Advancements in health and technology improve treatment options but may be expensive and make it challenging to equip every hospital in the province. Each year, our hospital is able to provide enhanced care for the St. Paul community and surrounding areas. Last year, thanks to donations like yours, we were able to successfully purchase a Giraffe Isolette, a Fetal Heart Monitor for Emergency, and 2 Low-Rise Beds. This year, our goal is to raise funds totalling over \$113,000 for the following items:

- Fetal Monitor for Acute Care \$32,000.00 – increases the ability to assess maternity patients quickly to decrease their stress.
- Endoscopy Tower for the OR \$67,320.00 – enables the OR to increase the number of procedures being done.
- Air Mattress for Acute Care \$4,110.00- prevents skin breakdown on patients with decreased mobility.
- Directional Recumbent Bicycle, Parallel Bars for Physiotherapy \$6343.00- provides a wider range of rehab options for both physiotherapy and occupational therapy patients.
- STAT Centrifuge for Lab \$3638.33- decreases wait times for lab results which serves to provide timelier diagnosis/treatment for patients.

The two main ways you can get involved are:

- 1) A donation towards the live/silent auction. This could be in the form of an item or cash donation. The cash donation could be used towards the purchase of an item for the event.
- 2) Attendance with you and your family/friends/employees with the purchase of a table of eight for \$480 or individual tickets for \$60 each.

Your contribution at any level helps purchase these items for the people in our area. With your donation, we would also recognize your business in our program at the evening gala. For further information, please contact any of our board members: Noreen at 780-614-1555; Lyle at 780-614-8282; Bill at 780-645-5492; Ron at 780-645-0215; Sandie at 780-645-6790; Glenn at 780-614-3803, Yvon at 780-645-1338 or Michelle at 780-645-1716.

Thank you for considering supporting our event. Together, we make our community stronger.

Sincerely,

Noreen Brousseau
Chairperson
NB/jm



Request for Decision

Council Meeting: February 11, 2020

8.2 St. Paul Desna Ukrainian Dance Festival

Request

The St. Paul Ukrainian Dance Club will be holding their 27th Annual Ukrainian Dance Festival on February 29, 2020. They are requesting a monetary donation to be used to cover costs of the festival or as a sponsor for some of the ribbons or awards. In 2019 Council provided a \$300 donation for the dance festival

They are also requesting a welcome letter to include in their program.

Budget/Financial - \$300

Legislation/Bylaw/Policy Consideration – N/A

Alternatives

Deny the request for funding.

Approve \$300 based on the donation made in 2019.

Recommendation

Administration is recommending to approve a \$300 donation for the St. Paul Ukrainian Dance Club for their 27th Annual Festival on February 29, 2020.

Submitted by: Phyllis Corbiere, Executive Assistant



January 9th, 2020

Sent via email

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

Attn: Steve Upham, Reeve

Dear Sir:

Re: St. Paul Desna Ukrainian Dance Festival – Letter of Welcome and Donation Request

I am assisting with the coordination of Desna's 27th Annual Ukrainian Dance Festival to be held on Saturday, February 29th, 2020 at the All Saints Ukrainian Cultural Centre. Over the past 26 years, our festival has brought in over 16,000 dancers and their families to St. Paul. While these dance families are in our community, they stay in our hotels, eat at our restaurants and visit our local shops. We hope to be in a position to continue this tradition of showcasing Ukrainian Dance and our beautiful community for many years to come.

As our Reeve, we ask that you prepare a letter of welcome for us to include within our program which will be distributed to all of our dance families at the festival. Please note that we will be printing the final versions of our program on February 21st, so we would appreciate your letter prior to that date.

As well, we ask that the County of St. Paul consider providing us with a monetary donation which can either be applied towards the costs of the festival generally or as a sponsor for some of the "Outstanding Performance" ribbons or awards which will be awarded to the performances/dancers deemed exceptional by the adjudicator.

Finally, we would like to officially invite you to attend our festival (or at least a portion of it) to watch the dancers in action. I am sure you will enjoy it. We typically start about 9 a.m. and finish around 7 p.m..

Thank you for your consideration and anticipated support. Certainly contact me should you require any further information.

Yours truly,

**Christina Tchir
780-645-1256**

Festival Coordinator, St. Paul Desna Ukrainian Dance Club



Request for Decision

Public Works Meeting: January 28, 2020

8.3 Alberta Library Conference 2020 – April 23-26, 2020

Request

The Annual Alberta Library Conference will be held April 23-26, 2020 in Jasper.

The agenda can be viewed at

<https://www.albertalibraryconference.com/page/Conference%20At%20A%20Glance.aspx#.Xi9J4GhKiMo>.

Councillor Fodness has expressed interest in attending as she sits on the County Library Board as well as the St. Paul Library Board.

Budget/Financial –

- Registration - \$500
- Hotel & Meal Package for 3 nights - \$1,380
- Additional Expenses – Per Diem/Mileage (mileage calculated based on each person driving on their own) - \$1,945.24

Legislation/Bylaw/Policy Consideration – N/A

Alternatives

Recommendation

Administration is recommending to approve Councillor Fodness to attend the Alberta Library Conference from April 23-26 in Jasper.

Submitted by: Phyllis Corbiere, Executive Assistant



Request for Decision

Council Meeting: February 11, 2020

8.4 MCSNet – Request for Letter of Support

Request

In order to support the increasing demand for internet connectivity within rural communities, MCSnet is applying to the CRTC Broadband Fund in the hopes of upgrading their existing network. Through the program, they are proposing to install fiber and upgrade their wireless network in order to further enhance rural broadband connectivity for the residents of the County. As part of the application process, they are requesting a letter of support to accompany their grant application. They have provided the attached template to use as a guide.

Budget/Financial - \$

Legislation/Bylaw/Policy Consideration – N/A

Alternatives

Approve a letter of support for MCSNet.

Deny the request for a letter of support.

Recommendation

Administration is recommending to approve the letter of support for MCSNet to accompany their application to the CRTC Broadband fund to install fiber and upgrade their wireless network in order to further enhance rural broadband connectivity for the residents of the County.

Submitted by: Phyllis Corbiere, Executive Assistant

Dear CRTC,

RE: Support for MCSnet's application to the CRTC Broadband Fund

The County of St Paul would like to express its support for MCSnet and their application to the "CRTC Broadband Fund". Through this program, MCSnet proposes to install fiber and upgrade its wireless network in order to further enhance rural broadband connectivity for the residents of our County.

Through our successful partnership with MCSnet, our ratepayers have received reliable, fixed wireless internet connectivity for many years. MCSnet has continued to provide our County with continuous growth in coverage and quality of services through their own investment and the aid of previous programs such as the "Connecting Canadians Program" and "Connect to Innovate". MCSnet has successfully utilized these government programs, in addition to their own capital expenditures, to continuously upgrade and install new tower infrastructure and broadband equipment throughout our County.

By using fiber backbones and upgrading limited-capacity backhaul radios, MCSnet will be able to help close the gap in connectivity for our rural and remote residents and businesses. These upgrades are essential in meeting the government's objectives of helping every Canadian receive access to high-speed internet at minimum speeds of 50/10 Mbps. These services are essential for meeting the rapid growth in bandwidth demands for our anchor institutions, residents, and businesses.

The County of St Paul therefore fully supports MCSnet's application to install necessary transit fiber backbone and upgrade its existing fixed wireless network.

Thank you for your consideration of this proposal.

Yours truly,



Request for Decision

Council Meeting: February 11, 2020

8.5 Xplornet – Request for Letter of Support

Request

In order to support the increasing demand for internet connectivity within rural communities, Xplornet is applying to the CRTC Broadband Fund to build or upgrade access and transport infrastructure for fixed and mobile wireless broadband internet access service. Through the program, they are proposing to work with existing owners of fibre and connectivity in the County to better serve rural residents with hi-speed connections. Xplornet also indicates that the fibre they would install would be made readily available to other providers, complying with the open-access conditions established by Innovation, Science and Economic Development Canada. As part of the application process, they are requesting a letter of support to accompany their grant application. They have provided the attached template to use as a guide.

Budget/Financial - \$

Legislation/Bylaw/Policy Consideration – N/A

Alternatives

Approve a letter of support for Xplornet

Deny the request for a letter of support.

Recommendation

Administration is recommending to approve the letter of support for Xplornet to accompany their application to the CRTC Broadband fund to install fiber and upgrade their wireless network in order to further enhance rural broadband connectivity for the residents of the County.

Submitted by: Sheila Kitz, CAO

COUNTY OF ST. PAUL

5015 – 49 Avenue, St. Paul, Alberta, T0A 3A4

www.county.stpaul.ab.ca



Our Mission - To create desirable rural experiences

February 11, 2020

Derek Radics
Manager, Government & Public Affairs
Xplornet Communications Inc.
5 Granite Road
Brandon, MB R7A 7V2

Dear Mr. Radics:

On behalf of the County of St. Paul, we are pleased to provide Xplornet Communications Inc. with this letter of support regarding your application to the Canadian Radio-Television Commission – Broadband Fund.

A concern we have repeatedly heard from our residences and business owners is the lack of adequate internet service. It is an inconvenience at best and a deterrent to economic growth at worst.

We support Xplornet's proposal to upgrade and enhance their existing network in order to provide at least 100 Mbps download speeds in our municipality. Fibre will be deployed providing capacity to upgraded and added wireless broadcast sites, custom network solutions to businesses, and be fibre-to-the-home capable for future scalability. The fibre would be made readily available to other providers, complying with the open-access conditions established by Innovation, Science and Economic Development Canada in its Connect to Innovate program.

Throughout Alberta, we understand this project would provide 5G-ready Internet download speeds to currently underserved homes as measured by the CRTC and the Government of Canada. We believe strongly that the benefits to the communities in the County of St. Paul are illustrative of the benefits to other municipalities across the province. This is a positive story for the enablement of broadband connectivity in rural areas which otherwise would remain underserved.

The County of St. Paul wishes Xplornet Communications Inc. success in your future endeavors.

Sincerely,

Steve Upham
Reeve



Request for Decision

Council Meeting: February 11, 2020

8.6 Appoint Development Authority

Request

Chelsey Cartron is an appointed a Development Authority for the County of St. Paul. She has moved into the FCSS Programming Assistant Position, on a full time, temporary basis.

The vacancy in Planning and Development has now been filled by Peter McKay also on a full time, temporary basis.

Budget/Financial - \$

Legislation/Bylaw/Policy Consideration – Bylaw 1553 establishes the Development Authority of the County of St. Paul. Item 3.2 states that the Development Authority shall consist of a maximum of 2 persons by resolution of Council.

Alternatives

Recommendation

Administration is recommending to remove Chelsey Cartron as Development Authority for the County of St. Paul, effective February 11, 2020.

Administration is also recommending to appoint Peter McKay as Development Authority for the County of St. Paul, effective February 11, 2020.

Submitted by: Phyllis Corbiere, Executive Assistant

COUNTY OF ST. PAUL NO. 19

BY-LAW NO. 1553

A By-law of the County of St. Paul No. 19 in the Province of Alberta to establish the Development authority of the County of St. Paul No. 19

WHEREAS Section 624 of the Municipal Government Act, S.A. 1994, as amended ("the Act") requires that a Municipal Council establish a Development authority by bylaw;

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

1. Name

1.1 This Bylaw may be cited as the "Development Authority Bylaw".

2. Definitions

2.1 "Act" means the Municipal Government Act, R.S.A. 1994, Ch. M-26.

2.2 "Council" means the Reeve and Councillors of the County of St. Paul No. 19 for the time being elected pursuant to the provisions of the Act, whose term is unexpired, who have not resigned and who continue to be eligible to hold office as such under the term of the Act.

2.3 "Development Authority" means the persons established under Section 3 herein to perform the functions of a development authority under the Act.

2.4 "Regulations" means the Regulations passed pursuant to the Act.

3. Establishment of Development Authority

3.1 The Development Authority is hereby established.

3.2 The Development Authority shall consist of a maximum of 2 persons by resolution of the council. The Development authority may delegate his authority and responsibilities to another person or persons as he sees fit at his discretion.

3.3 If the appointed person shall die, retire or resign, another person may be appointed by resolution of the Council.

3.4 Council may remove the person from the position of Development Authority by resolution at any time.

3.5 The powers, duties and functions of the Development authority shall be those described for the Development Officer described in the Land Use Bylaw of the County of St. Paul No. 19 and such additional powers, as are described under the Act, the Regulations or this Bylaw.

4. Bylaw No. 1286 dated October 10, 1995 is hereby rescinded.

Read a first time in Council this 14th day of September, A.D. 2010.

Read a second time in Council this 14th day of September, A.D. 2010.

Read a third time in Council this 14th day of September, A.D. 2010.

Signed by the CEO and Chief Administrative Officer this 14th day of September, 2010.

(Original Signed by Reeve Bouchard)

Reeve

(Original Signed by CAO Sheila Kitz)

Chief Administrative Officer



Request for Decision

Council Meeting: February 11, 2020

8.7 Write Off Doubtful Accounts Receivable

Request

The County's Finance Department has presented Administration with a list of doubtful Accounts Receivable invoices. These outstanding invoices have been sent to our collection's agency. They date back from 2011-2017. We have set up the accounts as doubtful in 2019 so the expense has already been incurred. There are 11 invoices outstanding totaling \$18,208.25 which includes \$10,193.40 of penalty charges. All Customers have been placed on our "no services" list. The amounts continue to be uncollectible for various reasons: bankruptcy; statements undeliverable (customer moved); time exceeded to go to court.

Budget/Financial - \$18,208.25

Legislation/Bylaw/Policy Consideration – N/A

Alternatives

Write off balances owing on these invoices including penalties accrued.

Leave them on the County's Accounts Receivable indefinitely. This is an option, however once they have been moved to Doubtful Accounts, the expense is already recognized. Writing off will simply remove these amounts from our Balance Sheet.

Recommendation

Administration is recommending approving the write off 11 outstanding invoices and accrued penalties totaling \$18,208.25 as they are deemed uncollectible.

Submitted by: Sheila Kitz, CAO

2019 Outstanding Invoice								
Write Off Request								
Customer #	Inv #	Inv Date	Service Provided	Amount	Penalty to Date	Total Write Off	Reason for Write Off	
4736	53431	12/18/2014	Plumbing Permit	104.50	150.42	254.92	If not pursued in court within 6 years, collection agency is no longer able to pursue; Statement undeliverable	
4276	52261	10/9/2014	Plumbing Permit	104.50	2,805.82	4,537.82	If not pursued in court within 6 years, collection agency is no longer able to pursue; Statement undeliverable	
4276	51074	7/23/2014	Gravel	1,627.50				
6358	66694	2/21/2018	Fire Call	3,690.00	1,429.01	5,119.01	MVA on Armistice Road; Expired insurance - company refused to pay initial invoice; Statement undeliverable	
3084	51485	8/25/2014	Gravel	577.50	690.59	1,268.09	Statement undeliverable; No land title held under this name	
3620	Mar-Jun	2017	Bin Rental	345.60	198.72	544.32	Statement undeliverable; Collections case closed due to bankruptcy	BANKRUPTCY
4737	39947	12/6/2010	Gravel	201.60	800.42	1,002.02	Statement undeliverable; No land title held under this name; If not pursued in court within 6 years, collection agency is no longer able to pursue	STATUTE BARRED
1640	41341	8/4/2011	Removal of Rocks	1,153.65	4,014.72	5,168.37	Charges pertained to landowner's son putting rocks on municipal property that the County had to then remove. County was unable to add to the tax roll.	STATUTE BARRED
6251	64724	9/25/2017	Gravel	210.00	103.70	313.70	Statement undeliverable; Collections case closed due to bankruptcy	BANKRUPTCY
	Totals			8,014.85	10,193.40	18,208.25		
**	All accounts were filed for collections with Case Receivable							
	Case Receivable unable to act any further on any of these accounts							
	Statements continue to come back "undeliverable"							
	Writing accounts off on the system will not remove the names from the County "blacklist"							



Request for Decision

Council Meeting: February 11, 2020

8.8 Elk Point Rescue Van Reserve

Request

The Town of Elk Point has sent a letter to the County which supports the use of the Town's Rescue Van Reserve to purchase a new Mini Rescue Van that would replace the current Rapid Attack Fire Truck (County Owned Vehicle). The support is subject to the County providing a written commitment to top up the Reserve Account when it is time to replace the Current Rescue Van (anticipated replacement 2026). The letter is attached.

Each time the current Rescue Van responds to a highway call, the funds recovered from those calls has been transferred to the reserve account. To date the Town's reserve fund has \$455,000 accrued in it. The Elk Point Fire Department is interested in replacing their Rapid Attack Fire Truck with a Mini Rescue Van in 2020. The estimated cost of this vehicle is \$280,000 - \$300,000. Administration is proposing that the purchase of this County owned vehicle would be funded by the Town's Rescue Van Reserve. Additionally, future highway calls for both vehicles would have the revenue collected transferred back to this reserve. Administration is planning to review the reserve balance annually to determine if an increase in County reserves would be required to be ready for the replacement of the larger Rescue Van in 2026. If so, the County would budget for these reserves annually to ensure the fund is sufficient when replacement is necessary.

Budget/Financial – If approved, the cost of the Mini Rescue Van would be funded by the Town of Elk Point's reserve account. However there is potential for further reserve dollars budgeted which will be evaluated annually.

Legislation/Bylaw/Policy Consideration – N/A



Alternatives

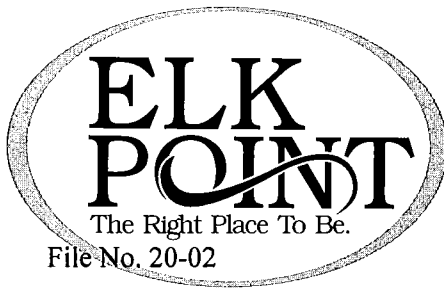
Provide a letter to the Town of Elk Point ensuring the commitment of further reserve allocations for the replacement of the current Rescue Van in 2026.

Decline to provide a letter of commitment for the use of the Town's reserve for the purchase of the Mini Rescue Van. This would result in increased cost to the 2020 budget for the purchase of this vehicle estimated at \$280,000 - \$300,000.

Recommendation

Administration is recommending that Council provide a letter to the Town of Elk Point ensuring the commitment of further reserve allocations for the replacement of the current Rescue Van in 2026.

Submitted by: Sheila Kitz, CAO



TOWN OF ELK POINT

Phone: (780)724-3810 Fax: (780)724-2762

E-mail: town@elkpoint.ca

P.O. Box 448
Elk Point, Alberta
T0A 1A0

January 27th, 2020

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

ATTENTION: Sheila Kitz, Chief Administrative Officer

Dear Sheila,

RE: Rapid Attack (Fire Truck) Replacement -- Elk Point Fire Department
Town of Elk Point Rescue Van Reserve
Account #423760 (\$455,000)

With regard to replacement of the Rapid Attack Fire Truck (County Owned Vehicle) at the Elk Point Fire Department, we advise that the Town of Elk Point Council passed motion #20-14 at the Regular Council Meeting on Monday, January 13th, 2020 as follows:

“MOVED by Councillor McQuinn that Council direct Administration to send a letter to the County of St. Paul requesting a written commitment to replace the funds taken from the Town’s Rescue Van Reserve to purchase a new Rapid Attack (Mini Rescue Van) truck when the current Rescue Van needs to be replaced.

CARRIED”

The Town of Elk Point supports the use of the Rescue Van Reserve funds of \$455,000 to be used for a new Mini Rescue Truck as long as the County of St. Paul provides a written letter committing to replace these funds (\$280,000 - \$300,000 Mini Rescue Van) when the Rescue Van is needed in 2031.

Thank you.

Sincerely,

Ken Gwozdz
Chief Administrative Officer
Town of Elk Point

KG/cp

C.c Town Council www.elkpoint.ca
C.c Kent Bernard, Elk Point Fire Chief



Request for Decision

Council Meeting: February 11, 2020

8.9 Spring 2020 Municipal Leaders' Caucus March 25 & 26, 2020

Request

The Spring 2020 Municipal Leaders Caucus put on by the AUMA is scheduled for March 25 & 26, 2020 at the Westin Hotel in Edmonton. Details of the event can be viewed at <https://auma.ca/events/spring-municipal-leaders-caucus-0>. The draft agenda is also attached. Several Council members have expressed interest in attending.

Budget/Financial – Estimated per Councillor \$1,561.00 including Per Diem, Meals, Accommodations (at Chateau Lacombe), Registration and Mileage.

Legislation/Bylaw/Policy Consideration – N/A

Alternatives

Consider approval of any Council member that wishes to attend.

Limit the number of Council members attending.

Do not approve any attendance at this event.

Recommendation

Administration is recommending approving the County's attendance at this event, the number of attendees to be determined by Council.

Submitted by: Sheila Kitz, CAO

Agenda for Spring 2020 Municipal Leaders' Caucus
March 25 and 26, 2020
Westin Hotel, 10135 100 Street NW, Edmonton
Subject to Change

Wednesday, March 25	
7:00 a.m.	Registration Opens; Buffet Breakfast Available
8:00 a.m.	President's Opening Remarks
8:15 a.m.	Minister of Municipal Affairs' Remarks
8:30 a.m.	Ministers' Dialogue Session I
9:15 a.m.	Ministers' Dialogue Session II
10:00 a.m.	Break
10:15 a.m.	Ministers' Dialogue Session III
11:00 a.m.	Ministers' Dialogue Session IV
11:45 a.m.	Premier's Remarks
12:00 p.m.	Provincial Leaders' Lunch (Premier and all MLAs invited)
1:00 p.m.	RCMP Presentation and Q&A
2:00 p.m.	Session I – Media Panel In this session, political analysts from the media share their thoughts on the federal and provincial political landscape.
3:00 p.m.	Break
3:15 p.m.	Session II – Partisan Politics and Municipal Elections Proposed changes to the <i>Local Authorities Election Act</i> could increase the involvement of political parties and slates of like-minded candidates in municipal elections. Join a discussion on how to preserve and enhance the democratic, non-partisan nature of municipalities.
4:15 p.m.	Closing Remarks
4:30 to 6:30 p.m.	Networking session

Thursday, March 26	
7:00 a.m.	Registration and Buffet Breakfast
8:00 a.m.	Session III – Red Tape Reduction This session will feature an update on the province’s Red Tape Reduction initiatives and AUMA’s submissions to date. It will also provide the chance for members to discuss other potential changes to the Municipal Government Act, and opportunities for the province and municipalities to reduce red tape and the footprint of government.
9:30 a.m.	AUMA President’s Report
9:45 a.m.	Executive Committee Dialogue Session
10:15 a.m.	Opposition Leader’s Remarks
10:30 a.m.	Break
10:45 a.m.	Session IV – A Province in Search of Autonomy: Making Sense of Alberta’s Fair Deal Panel Speakers in this session will weigh in on the feasibility of proposals put forward by Alberta’s Fair Deal Panel, as well as potential outcomes for governments, business, and Albertans.
11:45 a.m.	Requests for Decision Members can bring forward requests for decisions (RFDs) on emerging issues that cannot wait to be debated at Convention. The deadline to submit an RFD is February 26, 2020.
12:00 p.m.	Closing Remarks and Buffet Lunch



Request for Decision

Council Meeting: February 11, 2020

8.10 St. Paul Senior Transportation Grant

Request

The St. Paul Senior Citizens' Centre is requesting a travel grant to be used in 2020. In 2019 they used their grant to cover travelling expenses for educational and cultural trips.

There is currently \$41,511.70 in the Transportation grant account.

Budget/Financial - \$1,000

Legislation/Bylaw/Policy Consideration – N/A

Alternatives

Support the St. Paul Senior Citizens' Centre with a \$1,000 transportation grant for 2020.

Deny the request from the St. Paul Senior Citizens' Center for a transportation grant.

Recommendation

Administration is recommending to approve a \$1,000 transportation grant for the St. Paul Senior Citizens' Centre.

Submitted by: Sheila Kitz, CAO

ST. PAUL SENIOR CITIZENS' CLUB

**4809 – 47 Avenue
ST. PAUL, Alberta
T0A 3A3**

Telephone: 780-645-5566
Fax: 780-645-5566

February 3, 2020

County of St. Paul No. 19
5015 – 49 Avenue
ST. PAUL, Alberta
T0A 3A4

Dear Sirs:

The St. Paul Senior Citizens' Club would like to express its sincere thanks to the County of St. Paul for the travel grant received for the year 2019. The grant was very helpful to cover some of the traveling expenses for our educational and cultural trips during the year for our seniors. As you know, a number of our seniors are residents of the County of St. Paul.

We now look forward to the County of St. Paul helping us again with a generous grant for the year 2020.

Sincerely yours,



Terry Desaulniers
Treasurer
St. Paul Senior Citizens' Club

"Tolerance and Understanding Towards All Seniors"



Request for Decision

Council Meeting: February 11, 2020

8.11 St. Paul Royal Canadian Legion BBQ Supper Sponsor

Request

The St. Paul Branch 100 of the Royal Canadian Legion has sent a letter requesting the County of St. Paul to consider sponsorship of a BBQ Supper. The Legion hosts these BBQ Suppers bi-weekly all summer. The proceeds of the suppers are donated to a Charitable or Service Group from the St. Paul area. As a BBQ Supper Sponsor, the County would cover the cost of food, condiments, and consumables estimated at \$500/supper. Sponsorship would allow the Charitable or Service Group to receive the full amount of the supper ticket sales as the donation covers the actual costs for the supper.

Sponsorship would be recognized in the local newspaper, a sign board on the east side of St. Paul (main street), on the Legion electronic signboard, as well as during the supper itself.

Budget/Financial - \$500

Legislation/Bylaw/Policy Consideration – N/A

Alternatives

The County could become a BBQ Supper Sponsor for the 2020 season.

Deny the request to become a BBQ Supper Sponsor for the 2020 season.

Recommendation

Administration is recommending to become a St. Paul Legion BBQ Supper Sponsor for the 2020 season

Submitted by: Sheila Kitz, CAO



ROYAL CANADIAN LEGION



St. Paul Branch 100

BBQ SUPPER SPONSOR

The St. Paul Legion has a history of community citizenship and we take pride in the support of individuals and organizations in the communities where we live. We serve with our time, resources and volunteers.

The St. Paul Legion hosts a summer time bi-weekly Friday night BBQ supper and the proceeds of that supper are donated to a Charitable or Service group from the St. Paul Area. These groups work as volunteers at their BBQ.

Numerous charitable organizations have benefitted from these suppers such as last year's recipients: the St. Paul Firefighters Association, St. Paul Search & Rescue, St. Paul Multi 4H Club, St. Paul Regional High School, NE Alberta Track and Field Club, Onchaminahos School, Cat Chad Kids Club, Sunshine Quilters and the St. Paul Army Cadets

As a BBQ Supper Sponsor your organization is supporting volunteer charitable organizations in the St. Paul Area by paying the actual food / condiments / miscellaneous paper and plastic consumables used at the St. Paul Legion BBQ Supper. The St. Paul Legion will purchase all of the required items. Based on previous years BBQs, the assessed cost is \$500.00 per BBQ. This is the amount that we are asking you for as a donation.

This allows the charitable organization to receive the full amount of the supper ticket sales as your donation has covered their actual costs.

If your organization could support this cause, the Legion will put your name down as a sponsor in the local newspaper, a sign board on the east side of St. Paul (main street), our Legion electronic signboard as well as an announcement at the supper itself.

The 2020 BBQ summer dates are every 2nd Friday night as listed: May 22; June 5, 19; July 3, 17, 31; August 14, 28 and September 11, 25. If there is a particular date that you wish to sponsor please contact myself with your request.

If you have any further questions you may contact Duane Fleming at 780-645-1827

Thank you for your support

Duane Fleming

1st Vice President

Royal Canadian Legion, St. Paul AB



Request for Decision

Council Meeting: February 11, 2020

8.12 4th Annual Emergency and Crisis Communications Conference

Request

The 4th Annual Emergency and Crisis Communications Conference is being held in Edmonton on June 4 & 5, 2020. Arlene Shwetz, Communications Coordinator, for the County has expressed interest in attending. She will be filling the role of Information Officer in our Incident Command Post under our Regional Emergency Management Plan. The agenda for the event can be found here

<https://www.gcmatters.ca/events/crisis-lab-4th-annual-emergency-and-crisis-communications-conference/>

Budget/Financial - \$888.00

Legislation/Bylaw/Policy Consideration – N/A

Alternatives

Approve Arlene Shwetz attendance at the 4th Annual Emergency and Crisis Communications Conference.

Deny the request to send Arlene Shwetz to the 4th Annual Emergency and Crisis Communications Conference.

Recommendation

Administration is recommending approval for Arlene Shwetz to attend the 4th Annual Emergency and Crisis Communications Conference on June 4 & 5, 2020.

Submitted by: Sheila Kitz, CAO



Request for Decision

Council Meeting: February 11, 2020

8.13 RFD – Amended Rules: Parks and Camping

Request

Administration is bringing forward amended document regarding Rules: Parks and Camping. The amendment is required due to the County accepting on-line reservations for camping effective March 1. Previously the first day to book campsites was May 1. The amendment has some other minor wording changes and clarification of fees.

Budget/Financial - \$

Legislation/Bylaw/Policy Consideration –

Alternatives

Approve the amended Rules: Parks and Camping

Oppose the amended Rules: Parks and Camping

Recommendation

Administration is recommending the approval of the amended Rules: Parks and Camping effective immediately.

Submitted by: Sheila Kitz, CAO

RULES: PARKS AND CAMPING

COUNTY OF ST. PAUL NO. 19

The County's Parks Bylaw authorizes the establishment of rules governing access to, and conduct within, County Parks. All persons accessing County Parks are subject to the following rules and requirements.

Part I - Definitions

1 In these Rules:

(a) **"Camping Accommodation Unit"** means:

- (i) a tent;
- (ii) a camper trailer;
- (iii) a 5th wheel camper trailer;
- (iv) a tent trailer
- (v) a motor home;
- (vi) a van; or
- (vii) a truck camper;

intended to be used by a person as shelter while camping;

(b) **"Council"** means the council of the County;

(c) **"County"** means the municipal corporation of the County of St. Paul No. 19;

(d) **"Director"** means the Director of the Community Services Department of the County, or his or her designate;

(e) **"Motor Vehicle"** has the same meaning as in the *Traffic Safety Act*, as amended or repealed and replaces, from time to time;

(f) **"Off-Highway Vehicle"** has the same meaning as in the *Traffic Safety Act*, as amended or repealed and replaces, from time to time;

(g) **"Park"** means land designated as park, campground or recreation area by Council;

(h) **"Park Caretaker"** means a person appointed as a Park Caretaker pursuant to the Parks Bylaw, as amended, or repealed and replaced, from time to time;

(i) **"Registered Camper"** means a person that has reserved a campsite in accordance with these Rules; and

(j) **"Weapon"** includes, but is not limited to, a rifle, shotgun, pistol, handgun, target pistol, air rifle, pellet gun, hunting bow, cross bow, sling shot, and paint ball gun.

Part II – Park Access and Camping Registration

Park Access and Hours

2

- (1) A person shall, prior to entering a Park, stop at the on-site Park office and check in with the Park Caretaker.
- (2) A person may access portions of Parks that have been designated, by the County, as day use areas between the hours of 9:00am and 9:00pm only.
- (3) No person shall be present in a Park between the hours of 9:00pm and 9:00am, unless that person is a Registered Camper, or is occupying a campsite with the permission of a Registered Camper.
- (4) Park gates will be closed between 11:00pm and 8:00am and, during this period, gates shall only be opened in the discretion of the Park Caretaker, in the case of emergency.

Camping Reservations

3

- (1) No person shall camp in a Park unless that person has first made a reservation in the manner required by the County and paid any applicable fees and charges, or that person is residing on a camp site with the Registered Camper and the reservation made by the Registered Camper contemplates that person residing on the campsite.
- (2) When accepting a camping reservation, the County may impose any terms, conditions or requirements that the County considers necessary, and all persons camping pursuant to that reservation shall comply with such terms, conditions or requirements.
- (3) A Registered Camper shall always keep a copy of the receipt issued for a camping reservation with the Registered Camper while present in a Park and shall present that receipt to the Park Caretaker for inspection upon request.
- (4) No person shall camp in a portion of Park other than a campsite assigned to that person, unless he or she has first obtained the permission of the Park Caretaker.
- (5) Camping reservations may be made online through the County's camping reservation system, by phone call ~~to the County, in~~ or person at an on-site Park office or in any other manner that the County may advise. **A reservation fee will be applied to all reservations.**
- (6) A person wishing to make a camping reservation shall provide the County with:
 - (a) a valid credit card number;

- (b) payment, in advance, of any camping fees and charges that have been imposed by the County, for each day and site reserved (as per the County's Fee Schedule Bylaw as amended from time-to-time);
 - (c) the person's name;
 - (d) the number of guests accompanying that person;
 - (e) a contact telephone number;
 - (f) license plate numbers for any vehicles and Camping Accommodation Units to be brought into the Park;
 - (g) financial information required to make payment to the County;
 - (h) information regarding any animals that will be residing in the campsite(s) occupied by that person;
 - (i) if requested by the County, photograph identification enough to satisfy the County that the person in question is eighteen (18) years of age or older; and
 - (j) any other information that the County may request.
- (7) No person may make a camping reservation unless that person is eighteen (18) years of age or older.
- (8) ~~Camping reservations for a given year will not be accepted before May 1st of that year or, if May 1st falls on a weekend or holiday, the first Monday in May.~~ On-line camping reservation for a given year will open as of March 1st of that year. By phone call or in-person reservations at an on-site Park Office for a given year will open during the month of May for that year. See the County's website for further details on specific dates and times. Designated Group Sites reservations for a given year will open as of January 1 of that year by phone to the Director of Community Services.
- (9) All reservations shall be on a first-come, first-serve basis.
- (10) A camping reservation must be made for a minimum of one (1) day and may be made for a maximum of fourteen (14) days. For designated monthly sites, a camping reservation must be made for a minimum of twenty-eight (28) days.
- (11) A Registered Camper may, on the last day of his or her camping reservation, make a further reservation for an additional period referred to in subsection (10), though this shall be subject to availability of campsites.

- (12) Notwithstanding subsection (10), the Director may, at his or her discretion, allow a person to reserve a campsite for a period exceeding fourteen (14) days, on such terms and conditions as the Director considers appropriate.
- (13) The check-in time for persons camping in a Park is 3:00pm and check-out time is 1:00pm.
- (14) The Director may, in his or her discretion, allow a person to reserve a portion of a Park for a wedding or other event. A person making such a reservation must pay, in advance, all fees and charges imposed by the County. The cancellation requirements set out in subsections (15) and (16) apply to a reservation made under this subsection.
- (15) A Registered Camper must provide the County with at least forty-eight (48) hours' notice in order to cancel a camping reservation. An administrative fee equivalent to a one (1) night stay per site will be placed on the Registered Camper's credit card for any cancellations made with less than forty-eight (48) hours.
- (16) Cancellation fees described in subsection (15) may be waived at the discretion of the Director.
- (17) Anyone over the age of sixteen (16) staying in a tent on the same campsite as another Camping Accommodation Unit will be charged the non-powered fee. Similarly, if two Camping Accommodation Units are on one campsite where only one power pedestal exists, one Camping Accommodation Unit will be charged the power rate and the other(s) will be charged the non-power rate.

Campsite Occupation

4

- (1) The number of Motor Vehicles, Camping Accommodation Units and boats that will be permitted at a campsite is at the discretion of the Park Caretaker and will depend on the size of the campsite.
- (2) No Registered Camper shall bring onto, or permit to remain upon, a campsite more Motor Vehicles, Camping Accommodation Units or boats than have been permitted by the Park Caretaker.
- (3) No person that is attending a Park to visit a Registered Camper shall park a vehicle at the Registered Camper's campsite:
 - (a) after 11:00 PM;
 - (b) in a manner or at a location that impedes traffic; or
 - (c) in a location prohibited by a sign.

Part III – General Rules and Prohibitions

Nuisance and Noise

5

- (1) A person present in a Park must remain quiet between the hours of 11:00pm and 8:00am.
- (2) No person shall, in any Park, cause or participate in any activity that, in the opinion of the Park Caretaker, constitutes a public nuisance.
- (3) Without limiting subsection (2), a person within a Park shall not cause or permit any noise that is reasonably likely to disturb the peace of another individual, which may include, without limiting the generality of the foregoing, noise caused by dog or other animal that the person has caused or permitted to be present in the Park. For greater certainty, this prohibition also always applies , including when the quiet time referred to in subsection (1) is not in effect.
- (4) Without limiting subsections (1) to (3), no generators shall be used within a Park between the hours of 11:00pm and 7:00am, and the Park Caretaker may, at any time, require a person to turn off or relocate a generator being used within a Park.

Waste Disposal and Clean-up

6

- (1) A person shall not leave any garbage, litter, liquid waste or other refuse within a Park, except in a receptacle designated by the County for that purpose.
- (2) Wastewater generated within a Camping Accommodation Unit shall only be discharged into an appropriate and sealed portable wastewater holding tank or into a wastewater dumping station designed and designated for such a purpose.
- (3) Where waste disposal receptacles have not been provided in a Park, or portion thereof, a person shall remove all garbage, litter, liquid waste or other refuse and properly dispose of it outside of the Park.
- (4) A person shall, prior to exiting a Park, restore any portion of the Park that the person has used or occupied, including a campsite, to the condition that it was in prior to the person's use or occupation, and, for greater certainty, the person shall leave the Park, or portion thereof, in a condition that is satisfactory to the Park Caretaker.
- (5) A person who fails to comply with this section 6 may, in addition to any other remedy contemplated by these Rules, or available at law, be charged for any costs incurred by the County to clean, repair or restore the portion of Park in question.
- (6) In the case of a campsite reserved by a Registered Camper, the costs referred to in

subsection (5) may be charged to the Registered Camper if the Park Caretaker inspected the campsite in question within eight (8) hours of the time at which the campsite was vacated by the Registered Camper and that inspection reveals that, at the time of inspection, the campsite was left in a state that is contrary to the requirements of this section 6.

Water Use

7

- (1) No person shall bathe, or wash clothing, fish, cooking or eating utensils, vehicles or other equipment at or near a drinking fountain, stand pipe, well or pump in any Park.
- (2) No person shall remove, from a Park, any water that has been provided by the County within that Park, other than water that is being held, for personal use, within that person's Camping Accommodation Unit, at the time that the person exits the Park.
- (3) No person, other than a Registered Camper, or persons camping with that Registered Camper in accordance with his or her camping reservation, shall utilize shower facilities within a Park.

Business and Advertising

8

- (1) No person shall carry on any business or commercial activity within a Park, unless that person has first obtained the written permission of the Director.
- (2) No person shall display or post any sign, notice or advertisement within a Park, unless that person has first obtained the written permission of the Director.

Fire and Burning

- 9** No person shall light, or cause to be lit, any fire within a Park, except in accordance with the County's Fire Protection Services Bylaw, as amended or repealed and replaced, from time to time.

Vehicles

10

- (1) No person shall operate a Motor Vehicle in a Park, except upon a designated roadway.
- (2) No person, other than the Park Caretaker, shall operate or ride an Off-Highway Vehicle in a Park.

- (3) No person shall park or leave, or permit to be parked or left, a Motor Vehicle, boat, trailer or Camping Accommodation Unit in any portion of a Park other than in parking areas that have been designated for that purpose by the Director.

Animal Control

11

- (1) A Park Caretaker may prohibit a person from bringing an animal into a Park, or may require an animal to be removed from a Park, if, in the opinion of the Park Caretaker, the animal is not under control, may constitute a nuisance or may pose a danger to the life, safety, health, property or comfort of any person in the Park.
- (2) A person who has the care, charge, custody, possession or control of an animal shall not allow the animal to be present in a Park unless the animal is restrained by a leash that is not greater than two (2) meters in length or confined within a secure enclosure.
- (3) A person who has the care, charge, custody, possession or control of an animal shall not bring the animal into, or allow the animal to enter, or remain in, or on, any area in a Park that is:
 - (a) a designated swimming area;
 - (b) a beach area adjacent to a designated swimming area;
 - (c) a public washroom, change house, concession, public shelter, or other public building or structure; or
 - (d) an area where signs are posted prohibiting animals.
- (4) No person shall bring into, or permit to enter a park, a horse, pony or donkey without having obtained the prior written approval of the Director.
- (5) No person occupying a campsite shall allow more than three (3) dogs to be present at, or reside upon, that campsite.

General Prohibitions

12 No person in a Park shall:

- (a) contravene, or fail to comply with, any instruction, direction or rule communicated by the Park Caretaker or set out on a sign or notice posted by the County;
- (b) discharge fireworks;
- (c) cut, clear or remove trees or other vegetation;

- (d) damage, deface, injure or destroy any land, structure, sign or other improvement;
- (e) use or discharge a Weapon;
- (f) use or consume cannabis, use or consume alcohol, or possess open alcohol containers in any portion of a Park other than a campsite for which the person is the Registered Camper or a campsite that the person is occupying with the permission of the Registered Camper.

Part IV – Enforcement

Enforcement

13

- (1) Without limiting any other legal remedy available to the County, a person who violates these Rules, or otherwise acts in a manner that is considered, by the County, to be dangerous or detrimental, may be required to leave the Park and/or be prohibited from accessing the Park for a specified period of time. In such a case, a camping reservation for that person may be cancelled or revoked by the County.
- (2) A person required to leave pursuant to subsection (1) shall vacate the Park within one (1) hour of being instructed to do so, and shall remove all equipment, vehicles and other items that were brought into the Park by that person.
- (3) For the purposes of these Rules, a Registered Camper is responsible for the conduct of both the Registered Camper and other persons present at his or her campsite with the permission of the Registered Camper.

COUNCIL APPROVED: May 14, 2019

AMENDED: February 11, 2020