



County of St. Paul No 19
Council Meeting
AGENDA

Tuesday, July 9, 2024
10:00 AM

Pages

1.	Call to Order	
	The meeting will be live streamed at:	
	https://www.youtube.com/channel/UCpToiBVrYCsqVZswlpSo	
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11.	Financial	
11.1	Budget to Actual	
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11.3	Council Fees	
	Council fees for the past month will be circulated for review.	
12.	Upcoming Meetings/Events	
12.1	Haying in the 30s - August 3/4 - Mallaig	
12.2	LICA - Upper Therien Lake Shoreline Cleanup - August 8, 2024	

12.3 RMA District 5 Meeting - August 23, 2024 - Camrose

12.4 LRA Rodeo - St. Paul - August 30- September 1, 2024

12.5 LOS - Strat Planning - September 3, 2024

12.6 2024 RMA Fall Convention - November 4 -7 - Edmonton

13. Adjournment



County of St. Paul No 19
Council Meeting
Minutes

Tuesday, June 11, 2024
10:00 AM
Council Chambers

Present Reeve Glen Ockerman
Councillor Darrell Younghans, Division 1
Councillor Kevin Wirsta, Division 2
Councillor Ross Krekoski, Division 3
Councillor Maxine Fodness, Division 4
Councillor Dale Hedrick, Division 5
Councillor Louis Dechaine, Division 6

Staff Present Jason Wallsmith, CAO
Phyllis Corbiere, Director of Corporate Services
Scott Jeffery, Director of Public Works
Jason Storch, Director of Community Services
Betty Richard, Executive Assistant
Emma Schreiner Vonk, Communications Coordinator

Staff Absent Tyler Fodchuk, IT/GIS Coordinator

Others Present Laura Pruneau, Finance Officer
Two (2) Members of the Public in the Gallery

1. Call to Order

The regular meeting of the Council of the County of St. Paul No. 19 was called to order by Reeve Glen Ockerman at 10:02 a.m.

The meeting was live streamed at:

<https://www.youtube.com/channel/UCpToiBVrYCsqVZswlpSo>

2. Minutes

2.1 May 14, 2024, Council Meeting Minutes

Resolution CM20240611.1001

Moved By: Councillor Maxine Fodness

to approve the Minutes of the May 14, 2024, Council Meeting as presented.

Carried

3. Bank Reconciliation

Resolution CM20240611.1002

Moved By: Councillor Kevin Wirsta

to adopt the Bank Reconciliation for the month ending May 31, 2024.

Carried

Laura Pruneau, Finance Officer left Council Chambers at 10:07 a.m.

4. Additions to Agenda and Acceptance of Agenda

Resolution CM20240611.1003

Moved By: Councillor Ross Krekoski

to adopt the agenda for the Regular Meeting of Council with Committee reports from the following Division Councillors:

- Division 1 Councillor Darrell Younghans
- Division 2 Councillor Kevin Wirsta
- Division 5 Councillor Dale Hedrick

Carried

5. Closed Session

5.1 Closed Session

Resolution CM20240611.1004

Moved By: Councillor Darrell Younghans

to move into closed session as per Section 17& 21, Division 2, Part 1 of the FOIP Act at 10:09 a.m.

Carried

Meeting was muted to the public at 10:10 a.m.

The two (2) Gallery members left the meeting at 10:10 a.m.

Meeting was livestreamed at 11:04 a.m.

Resolution CM20240611.1005

Moved By: Councillor Louis Dechaine

to revert to an open meeting.

Carried

7. Delegation

7.1 11:00 a.m. Delegation - Dog Violation - T. Hutton

Delegation Twila Hutton entered Council Chambers at 11:04 a.m.

Bylaw Officer Tammy Goddu entered Council Chambers at 11:04 a.m.

Reeve Glen Ockerman and Councillor Louis Dechaine left Council Chambers at 11:04 a.m. and reentered at 11:06 a.m.

Councillor Kevin Wirsta left Council Chambers at 11:05 a.m. and reentered at 11:06 a.m.

Bylaw Officer Tammy Goddu explained for Council the events that have led up to the violation tag issued to Ms. Hutton. Ms. Goddu informed Council that Ms. Hutton has made efforts to keep her dog contained by erecting a fence, and is in favor of the ticket being waived by Council.

Ms. Hutton explained that her reasonings for requesting time with Council is due to financial constraints for payment of the violation tag, and further that, if Council chooses to not waiver the tag, would Council consider payment options?

Delegation and Bylaw Officer left the meeting at 11:12 a.m.

Resolution CM20240611.1006

Moved By: Councillor Maxine Fodness

to table decision until the Bylaw Officer can provide Council with confirmation of the parameter fence installation.

Carried

6. Business Arising from Minutes

6.1 Gravel Crushing Request (Shankowski Pit) - Update

Phyllis Corbiere, Director of Corporate Services left Council Chambers at 11:17 a.m. and reentered at 11:20 a.m.

Tyler Fodchuk, IT/ GIS Coordinator entered the meeting at 11:18 a.m.

Resolution CM20240611.1007

Moved By: Councillor Maxine Fodness

to table for more information.

Carried

6.2 Request to Cancel Penalty Fees and Fire Call - Update

Resolution CM20240611.1008

Moved By: Councillor Dale Hedrick

to deny the request from County resident Lot 1, Plan 8921762 located in NE 11-60-10-W4, for cancelation of the penalty fees and fire call charges.

Carried

8. New Business

8.1 MOA Approval for Local Government Fiscal Framework Capital /Operating Programs

Resolution CM20240611.1009

Moved By: Councillor Darrell Younghans

to approve and sign both the Memorandum of Agreement's for the Local Government Fiscal Framework Operating and Capital programs as presented.

Carried

8.2 August 27, 2024, Public Works Meeting / Set Date for LOS/Strat Plan Discussions

Resolution CM20240611.1010

Moved By: Councillor Maxine Fodness

to cancel the August 27, 2024, Public Works meeting, with the addition of any Public Works items being incorporated into either the August 13th or September 10th, 2024, regular Council meeting agendas.

Carried

Resolution CM20240611.1011

Moved By: Councillor Maxine Fodness

to reschedule the Renewable Energy presentation for Council for June 25, 2024, at 1:00 p.m., following the Public Works meeting.

Carried

Resolution CM20240611.1012

Moved By: Councillor Louis Dechaine

to schedule September 3, 2024, or September 4, 2024, for the Levels of Service and Strategic Planning discussions, beginning at 9:00 a.m., with date being selected on Consultant availability.

Carried

8.3 Gravel Delivery Agreement - Government Frameworks Form

Resolution CM20240611.1013

Moved By: Councillor Louis Dechaine

to approve an amendment to the Gravel Delivery Agreement, removing the requirement for Reeve's signature.

Carried

8.4 Ashmont Legion Cold Mix Request

Resolution CM20240611.1014

Moved By: Councillor Darrell Younghans

to approve the request for the County to supply and cover the east and south side of the Ashmont Legion building with cold mix for an estimated cost of \$2,451.75, with the work to be completed in 2024, at no cost to the Legion.

Carried

8.5 Haying in the 30's - Request for Waste Bins and Gravel

Resolution CM20240611.1015

Moved By: Councillor Kevin Wirsta

to approve the following requests for the Haying in the 30's event being held August 3/4, 2024:

- for six, 6-yard bins at no charge for rental or disposal.
- to use the Mallaig transfer station for overflow parking/camping, and further that, direct staff to fence off the landfill site at the Mallaig transfer station prior to event commencement.
- for 37.5 T of delivered gravel, (\$18/T= \$708.75), at no cost.

Carried

8.6 Alberta/NWT Command - Royal Canadian Legion - Military Service Recognition Book Sponsorship Request

Resolution CM20240611.1016

Moved By: Councillor Louis Dechaine

to file as information.

Carried

8.7 St. Paul Canadiens Alumni Foundation - 70th Anniversary

Reeve Glen Ockerman left Council Chambers at 11:40 a.m.

Resolution CM20240611.1017

Moved By: Councillor Darrell Younghans

to send a letter of acknowledgement to the St. Paul Canadiens Alumni Foundation, for their community contributions, with expression of no financial commitment from the County at this time.

Carried

10. Reports

10.1 CAO Report

Reeve Glen Ockerman reentered the meeting at 11:46 a.m.

Resolution CM20240611.1018

Moved By: Councillor Ross Krekoski

to accept the CAO Report as presented for June 2024.

Carried

10.2 Committee Reports

Councillor Darrell Younghans reported on:

- STEP

Councillor Kevin Wirsta reported on the following:

- FCM Convention
- Allied Arts
- Fort George Buckingham House
- Elk Point Canada Day

Councillor Ross Krekoski's report was forwarded to Council prior to meeting for review, which included the following:

- Community Futures
- ARB Training
- SWANA Convention

Councillor Maxine Fodness' s report was forwarded to Council prior to meeting for review, which included the following:

- Parks and Recreation Committee
- County Library Board

- Evergreen
- MD Foundation

Councillor Louis Dechaine reported on the following:

- MD Foundation

Resolution CM20240611.1019

Moved By: Councillor Louis Dechaine
to file as information.

Carried

11. Financial

11.1 Budget to Actual

Resolution CM20240611.1020

Moved By: Councillor Darrell Younghans
to approve the budget to actual as of May 31, 2024.

Carried

11.2 Listing of Accounts Payable

Resolution CM20240611.1021

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>
28889	May 1, 2024	Direct Deposit	\$423,786.00
28927	May 3, 2024	Direct Deposit	\$ 30,450.00
28938	May 8, 2024	Direct Deposit	\$1,135,970.40
28939	May 8, 2024	42465-42498	\$ 126,628.46
28975	May 15, 2024	42499-42539	\$ 228,361.04
28977	May 15, 2024	Direct Deposit	\$ 174,202.18

29004	May 28, 2024	Direct Deposit	\$ 32,650.06
29005	May 29, 2024	42540-42575	\$ 288,531.80
29009	May 29, 2024	Direct Deposit	\$796,413.26

Carried

11.3 Council Fees

Resolution CM20240611.1022

Moved By: Councillor Kevin Wirsta

to approve the Council Fees for the Month of May 2024, as circulated.

Carried

6. Business Arising from Minutes

6.1 Gravel Crushing Request (Shankowski Pit) - Update

6.1.1 Gravel Crushing Request (Shankowski Pit) - Update

Resolution CM20240611.1023

Moved By: Councillor Louis Dechaine

to deny the request to crush gravel for the landowner of Shankowski Pit located in SW 21-56-07-W4.

Carried

13. Adjournment

Business on the agenda being concluded, Chairman G. Ockerman adjourned the meeting.

Time: 12:18 p.m.

Reeve

Chief Administrative Officer



Request for Decision

Council Meeting July 9, 2024

5.1 - Closed Session

Request

Information to be discussed in closed session to be presented at the meeting.

Budget/Financial – N/A

Legislation/Bylaw/Policy Consideration –

Section 197(1) of the MGA - Councils and council committees may close all or part of their meetings to the public if a matter to be discussed is within one of the exceptions to disclosure in Division 2 of Part 1 of the Freedom of Information and Protection of Privacy Act.

Section 17 & 21 of the FOIP Act.

Economic Development Implications -

Alternatives

Recommendation

Motion to move into closed session as per Section 17 & 21, Division 2, Part 1 of the FOIP Act.

Submitted by: Betty Richard, Executive Assistant



Request for Decision

Council Meeting July 9, 2024

6.1 – Richardson Ground Squirrel Supervision Recommendation

Request

The Agricultural Service Board (ASB) is recommending to Council to move forward with a hearing on September 10, 2024, with a suggested time of 10:00 a.m. regarding taking land under supervision as per ASB Act Section 9.

Budget/Financial – \$

Legislation/Bylaw/Policy Consideration –

Economic Development Implications –

Alternatives

To approve setting the date of September 10, 2024, at 10:00 a.m. for a hearing to take land under supervision as per the ASB Act Section 9.

To deny the recommendation from the ASB to set a hearing date of September 10, 2024.

Recommendation

Council to provide direction.

Submitted by: Jason Wallsmith, CAO



Request for Decision

Council Meeting July 9, 2024

7.1 – 10:30 a.m. – Delegation – ASB Program Manager

Request

Director of Community Services has arranged for the ASB Program Manager to give a brief presentation on the responsibilities that Council has under the ASB Act as it relates to the protection of the productivity of Agricultural Lands.

Budget/Financial – \$

Legislation/Bylaw/Policy Consideration –

Economic Development Implications –

Alternatives

Recommendation

Council to provide direction.

Submitted by: Jason Wallsmith, CAO



Request for Decision

Council Meeting July 9, 2024

7.2 – 11:00 a.m. – Portage College Annual Review

Request

Portage College President & CEO Nancy Broadbent and Dr. Donna Feledichuk Vice President Academic & Research, have requested time to speak with Council to provide the annual Portage College update.

Some areas they will present on are:

- Strategic Update
- 2022-23 Final Data
- New Opportunities / Initiatives
- AECOM Report

Budget/Financial –

Legislation/Bylaw/Policy Consideration –

Economic Development Implications –

Alternatives

Recommendation

As per Council's direction.

Submitted by: Betty Richard, Executive Assistant

County of St. Paul College Update

July 2024

Agenda



- Strategic Update
- 2022-23 Final Data
- New Opportunities/ Initiatives
- AECOM Report

Strategic Update

Strategy 2025:

- Financial Health
- Growing Student Numbers
- Expanding Programming in microcredentials, trades, health and education
- Research projects
- Community engagement is high
- International Enrolment

Provincial Outlook:

- College Branding
- Loss of International Partnerships

Students from St. Paul attended at:

Campus	2018	2019	2020	2021	2022	TOTAL
St. Paul	36	42	30	25	28	161
On Line Delivery	8	5	3	6	6	28
Lac La Biche	4	5	4	3	7	23
Cold Lake	1	1	1	2	6	11
Saddle Lake Cree Nation	0	0	0	2	0	2
Frog Lake First Nation	0	0	0	1	0	1
Cold Lake First Nations	0	0	0	1	0	1
TOTAL	49	53	38	40	47	227

- Over the past 5 years, 71% of students from St. Paul attended the St. Paul campus.

Students from St. Paul enrolled in:

Program of Study	2018	2019	2020	2021	2022	TOTAL
College Preparation/UCEP	16	16	13	10	15	70
University Studies	9	11	6	5	5	36
Practical Nurse	5	6	5	3	8	27
Academic Foundations	7	6	3	5	3	24
Early Learning & Child Care	4	5	1	4	5	19
Culinary Arts	4	7	5	2	0	18
Open Studies	1	1	3	2	5	12
Community Social Work	0	1	1	2	4	8
Educational Assistant	1	0	2	2	0	5
Career Pathways	0	0	0	4	0	4
TOTAL	47	53	39	39	45	223

- Top 10 programs by student count.
- Over the past 5 years, 42% of students from St. Paul were registered in academic upgrading, 22% in other non-certificate programs (University or Open Studies), and 36% in a certificate or diploma career program.

Students at St. Paul Campus came from:

Home Community	2018	2019	2020	2021	2022	TOTAL
Saddle Lake Cree Nation	43	52	31	27	27	180
St. Paul	36	42	30	24	28	160
Elk Point	8	3	5	9	6	31
Saskatchewan	10	3	0	4	6	23
Bonnyville	3	5	7	5	5	25
Cold Lake	3	3	8	4	5	23
Frog Lake First Nation	5	4	2	1	0	12
Kehewin Cree Nation	5	3	7	7	5	27
Whitefish Lake First Nation 128	3	7	0	6	3	19
Two Hills	3	2	1	6	3	15
TOTAL	119	124	91	93	88	515

- Top 10 home communities by head count.
- Over the past 5 years, 35% of students attending the St. Paul campus came from Saddle Lake Cree Nation.

Students at St. Paul Campus enrolled in:

Program of Study	2018	2019	2020	2021	2022	TOTAL
Academic Upgrading	86	94	70	61	58	369
Culinary Arts	31	29	23	5	7	95
Practical Nurse	11	13	10	16	24	74
University Studies	14	17	7	20	13	71
Baking Certificate	7	9	0	0	0	16
Open Studies	7	9	12	10	10	48
Institutional Cook/Professional Cooking Certificate	5	2	0	18	12	37
Pre-Employment Cooking (Dual Credit)	9	0	0	0	0	9
Pre-Employment Cooking	0	0	1	1	2	4
TOTAL	170	173	123	131	126	723

- Over the past 5 years, 51% of students St. Paul Campus were registered in academic upgrading, 16% in other non-certificate programs (University or Open Studies), and 33% in a certificate or diploma career program.

Students Attending Portage College On-Line Delivery came from:

Home Community	2018	2019	2020	2021	2022	TOTAL
Edmonton	31	32	44	73	140	320
Calgary	17	17	21	43	106	204
Cold Lake	33	36	33	37	49	188
Saskatchewan	15	14	19	23	35	106
Fort McMurray	5	7	5	34	53	104
Bonnyville	11	19	16	23	20	89
Lac La Biche	18	12	8	18	12	68
Lethbridge	14	8	13	13	20	68
British Columbia	12	5	9	3	5	34
St. Paul	5	5	3	6	6	25
St. Albert	1	1	2	8	12	24
Athabasca	5	5	5	4	2	21
TOTAL	167	161	178	285	460	1251

- Top 10 Home Communities by student count.
- Over the past 5 years, 26% of students attending Online Delivery came from Edmonton.

Students Attending Portage College On-Line Delivery enrolled in:

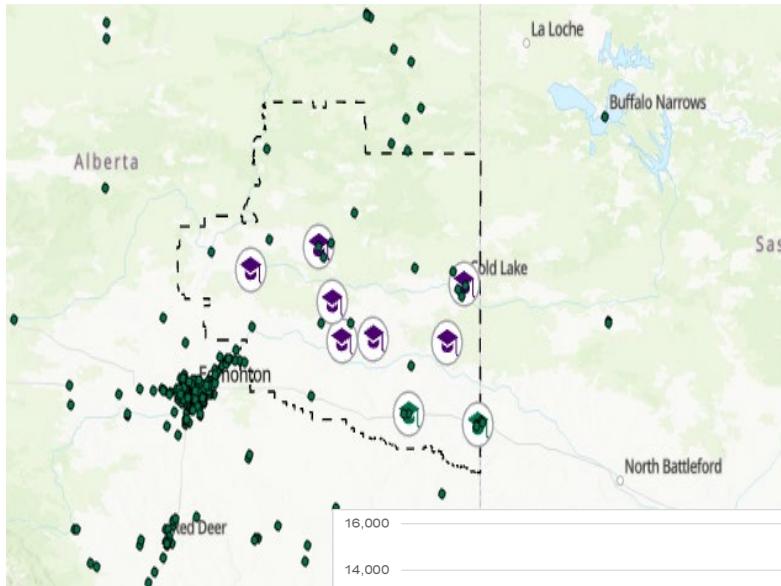
Program of Study	2018	2019	2020	2021	2022	TOTAL
Early Learning & Child Care Certificate	134	140	168	291	508	1241
Early Learning & Child Care Diploma	54	59	78	121	172	484
Educational Assistant Certificate	51	43	41	45	60	240
Educational Assistant Diploma	11	11	6	12	12	52
Office Administration	0	0	0	22	18	40
TOTAL	250	253	293	491	770	2057

- Over the past 5 years, 84% of students attending Online Delivery were registered in the Early Learning & Child Care program.
- Early Learning Child Care and Educational Assistant programs are supported out of Lac La Biche Campus.

New Opportunities/ Initiatives

- International students
- Driving School (assistance with an instructor)
- Partnership with St Paul Schools
- Free Courses with the Municipality
- Local food research
- Diploma in Addictions Counselling
- St Paul Steam Society
- Campus Planning

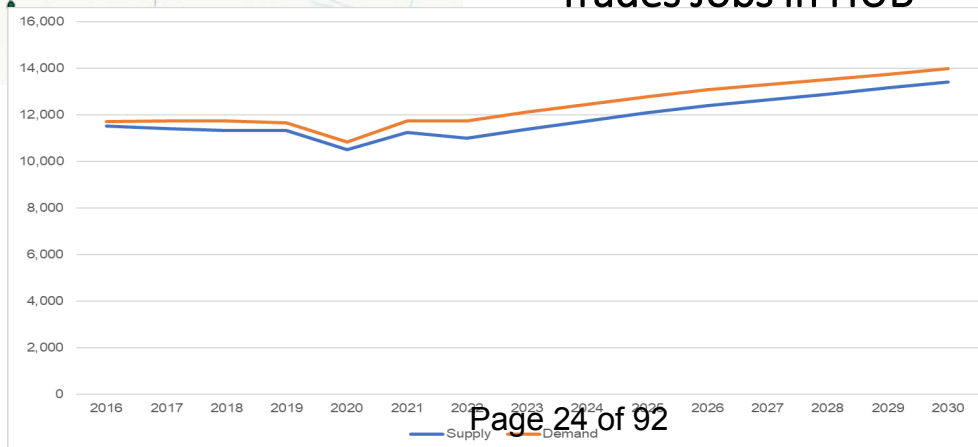
AECOM: Analysis of Project Trades in HUB 2024-2030



\$ of Projects

- 23 projects over \$10M
- Totally \$19.6B (14% of province)
- Water Wastewater Projects \$23M

Trades Jobs in HUB



- 53k jobs in HUB (15%)
- Water Wastewater Projects 60

HUB Region Trades Shortage by Trade Type

We've got work to do!

TRADE TYPE	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Automotive Service Technicians	-300	-280	-270	-280	-260	-260	-220	-240	-270	-290	-310	-320	-330	-340	-360
Bricklayers	-10	-10	-10	-10	-10	-10	-10	-10	-10	-10	-10	-10	-10	-10	-10
Carpenters	-10	0	10	0	-10	10	40	30	30	30	20	20	20	20	20
Cement Masons	-10	-10	-10	-10	-10	-10	-10	-20	-20	-20	-20	-20	-20	-20	-20
Electricians	270	290	300	290	270	310	340	350	370	380	390	390	390	390	390
Glaziers	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Heavy Equipment Technicians	-310	-290	-280	-290	-260	-270	-230	-240	-250	-260	-280	-290	-300	-310	-320
Insulators	0	0	0	0	0	0	10	10	10	10	10	10	0	0	-10
Ironworkers	80	80	80	80	80	80	80	90	100	110	110	110	110	110	110
Machinists	100	100	100	100	90	100	110	110	120	130	140	140	140	140	140
Millwrights	-130	-120	-110	-120	-110	-100	-80	-80	-90	-100	-100	-110	-120	-130	-140
Painters	20	20	20	20	20	20	30	30	30	30	30	30	30	30	30
Parts Technicians	90	90	90	90	80	90	100	100	100	100	100	100	100	100	100
Plumbers	40	40	50	50	40	50	60	60	60	60	60	60	60	60	60
Power Engineers	90	90	90	90	90	100	100	110	110	110	110	110	110	110	110
Roofers	10	10	10	10	10	10	20	20	10	10	10	10	10	10	10
Sheet Metal Workers	0	0	0	0	0	0	0	0	0	0	-10	-10	-10	-10	-10
Steamfitters / Pipefitters	80	80	80	70	70	80	90	90	90	90	90	90	90	90	90
Welders	220	230	240	230	220	250	270	280	290	300	300	300	300	300	300
Other	-30	10	20	10	0	40	40	30	30	20	30	40	50	60	70
TOTAL	200	330	410	330	310	490	740	720	710	700	670	650	620	600	560

This is not to mention the Teacher, Nursing and Medical Professional and Truck Driver Shortages

Major Projects and Jobs in St. Paul County

PROJECT	HUB REGION	DIRECT TRADES JOBS (2017-2030)	2024	2025	2026	2027	2028	2029	2030
Water Distribution and Wastewater Collection Systems Replacement in Ashmont, Mallaig, and Lottie Lake, proposed	yes	60							
	TOTAL	358,850	47,690	38,880	35,430	29,800	16,950	15,450	9,870
	HUB REGION	53,330	930	9,090	8,940	8,450	7,810	7,810	7,810
	ST. PAUL COUNTY	60							

Sources: AECOM Analysis; Alberta Major Projects; Alberta Budget 2024

Questions / Comments

Thank you for your time

Contacts

Dr Donna Feledichuk, Vice President Academic & Research
Donna.Feledichuk@portagecollege.ca

Nancy Broadbent, President and CEO
Nancy.broadbent@portagecollege.ca



Request for Decision

Council Meeting July 9, 2024

7.3 – 11:30 a.m. Delegation- Laurier Lake Blue Bird Beach Association

Request

The Laurier Lake Blue Bird Beach Association has requested time to speak with Council regarding a Fireworks display they wish to host for the area residents on the upcoming August long weekend.

As per the attached formal request, they have hired a certified and experienced fireworks professional for this event at Blue Bird Beach, located in SE 22-54-4-W4, off of the County's lot 8221194-1-12ER.

County Bylaw 2022-07 – Fire Protection Services, Section 7.7(l) states: No person shall: Discharge fireworks on any County owned or managed lands without prior approval from Council.



Budget/Financial – \$

Legislation/Bylaw/Policy Consideration – Bylaw 2022-07- Fire Protection Services

COUNTY OF ST. PAUL
5015 – 49 Avenue, St. Paul, AB



Economic Development Implications –

Alternatives

Recommendation

Council to provide direction.

Submitted by: Jason Storch, Director of Community Services

> Sent: Wednesday, June 26, 2024 6:32 PM
> To: Betty Richard <brichard@county.stpaul.ab.ca>
> Subject: Blue Bird Beach fireworks request
>
> [You don't often get email from csusans@telus.net. Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification>]
>
> Hello Betty. My name is Marshall Stachniak and I am the secretary treasurer for the Blue Bird Beach Association, a subdivision at Laurier Lake. I have been having discussions with Jason Storch requesting a meeting with council to have council hear our request to receive approval to hold a fireworks show from county property adjacent to our beach.
>
> Jason advises that I should contact you to have our request placed on the next county council meeting to be held July 9th. Jason has all the details of our request. We have hired a highly certified and experienced professional to do the show we hope to hold on the Sunday of the August long weekend.
>
> I will call you to see what further info you may need that Jason cannot provide. Our group of 40 lot owners at Blue Bird Beach would much appreciate if you could get our request on the July 9 agenda.
>
> Thanks.....Marshall
> Sent from my iPhone

Further email received July 2, 2024:

Betty, below is an outline of our fireworks request that you may like to include in your meeting agenda.

WHAT IS BEING REQUESTED:

The Blue Bird Beach Association is requesting permission from the County to hold a 40 minute fireworks display off of County Environmental Reserve.

DATE OF FIREWORKS SHOW:

If approved the fireworks will be shot Sunday night of the August long weekend. Sunday August 4, 2024.

WHERE WILL FIREWORKS BE SHOT:

If approved the fireworks would be located and shot from County Environmental Reserve (E.R. 12) a few hundred feet east of the Laurier Lake Blue Bird Beach boat launch. (SE 22-54-4-W4)

The County Reserve is bare land adjacent to the lake beach and is a safe distance between the Blue Bird Beach and Gregor subdivisions on Laurier Lake.

WHO IS MAKING THIS REQUEST:

This request is coming from all 40 members of the Blue Bird Beach Association. The Blue Bird Beach subdivision has 40 property lots. 5 families live there year round and the other lots are summer

residences. All lot owners belong to our Association and this fireworks show was agreed upon at a meeting of all members. This request is coming from the 40 property owners at Blue Bird Beach.

WHO WILL SHOOT THE FIREWORKS:

The fireworks show would be done by a completely certified and highly experienced professional named Bill Fleming owner of Sky Art Fireworks Inc.

Bill is certified by Explosives Regulator Division of Natural Resources Canada. He is certified to fire any type of fireworks. A computer app and a computer on site trigger the fireworks.

Bill has over 2 decades of experience. He has done the KDays show in Edmonton for 23 years and the Lethbridge Canada Day show for 21 years. He has been involved in national and international shows.

I do not think we could find a more qualified individual to do the fireworks show in a safe well run way.

INSURANCE COVERAGE:

The operator Bill Fleming will place a 5 million dollar insurance policy for the show covering the County and our Association.

SUMMARY:

We have engaged a highly certified professional to do the fireworks show and will work with him to put on a safe spectacular display. We respectfully request your permission to shoot the show from the county reserve.

Alysha Derewynka....President
Marshall Stachniak...Secretary Treasurer
Blue Bird Beach Association
Sent from my iPhone

BY-LAW NO. 2022-07

**A BYLAW OF THE COUNTY OF ST. PAUL NO. 19 IN THE PROVINCE OF ALBERTA
TO ESTABLISH FIRE PROTECTION SERVICES**

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

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

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

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

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

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

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

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

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

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

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

1. NAME

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

2. DEFINITIONS

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

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

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

“Bylaw Enforcement Officer” means the following:

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

“Council” means the Council for County of St. Paul No. 19.

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

“County Administration” means the Chief Administrative Officer, any designated officer,

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

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

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

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

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

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

“Fire Ban” means a declaration by a Fire Guardian that a restriction has been placed on the setting of fires and may be categorized by the following Fire Advisory System:

- a) “Level 1: No Restriction”
- b) “Level 2: Fire Advisory”
- c) “Level 3: Fire Restriction”
- d) “Level 4: Fire Ban”

The approved activities list within each Level of the Fire Advisory System are defined in FES-6 Fire Advisory Systems Activities Policy_____.

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

“Fire Department” means the combined District Fire Departments.

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

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

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

"Fire Protection" means all aspects of fire safety including but not limited to fire prevention, firefighting or suppression, pre-fire planning, fire investigation, public

education and information, training or other staff development.

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

“Fireworks” means a device for producing a striking display by the combustion of explosive or flammable compositions.

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

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

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

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

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

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

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

- a) Animal cadavers;
- b) Animal manure;
- c) Pathological waste;
- d) Waste material from building or construction sites, excluding wooden materials that do not contain wood preservatives;
- e) Combustible materials;
- f) Tires;
- g) Rubber or plastic or anything containing or coated with rubber or plastic or similar substances;
- h) Used oil, wood, or wood products containing substances for the purpose of preserving wood.
- i) Household municipal waste; and
- j) Hazardous waste.

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

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

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

3. OBJECTIVES

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

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

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

4. FIRE PROTECTION COMMITTEES

- 4.1 The Town of Elk Point Fire Protection Committee shall consist of two Councillors from the County appointed annually at the County Council Organizational Meeting.
- 4.2 The St. Paul and Area Joint Fire Protection Management Committee shall consist of the Reeve and two Councillors from the County appointed annually at the County Council Organizational Meeting.
- 4.3 Committee meetings shall take place at such a date, time, and place as determined from time to time by the Chairman of each respective committee.
- 4.4 All committee members must receive notice of any meeting called by the Chairman before that meeting can occur.
- 4.5 The agenda for all Fire Protection Committee meetings shall be circulated at least seven (7) days prior to the meeting date.

5. FIRE SERVICES

- 5.1 Fire services shall be provided by the County for the purposes of, but not limited to:
 - a) preventing and extinguishing fires;

- b) investigating the cause of fires and carrying out preventable patrols, pre-fire planning and fire inspections in accordance with the Fire Quality Management Plan approved by the Safety Codes Council;
- c) preserving life and property and protecting persons and property from injury or destruction by fire;
- d) providing rescue or vehicle extrication services;
- e) preventing, combating and controlling emergency incidents;
- f) entering into agreements with other municipalities or persons for the joint use, control, and management of fire extinguishing Equipment; and
- g) purchasing and operating Equipment for extinguishing fires or preserving life and property.

6. DESIGNATED OFFICERS AND OTHER AUTHORITIES

Fire Protection Districts

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

Appointment of Officers

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

Jurisdiction

- 6.6 The limits of the jurisdiction of the Fire Chief, and the officers and members of each District Fire Department will extend to the area and boundaries of the Fire Protection District to which they are appointed as specified in Appendix B.
- 6.7 No fire Equipment shall be used beyond the limits of the County without the express authorization of a written contract or agreement providing for the supply of fire-fighting services outside the County boundaries, as per the Fire Guardian.

- 6.8 Each District Fire Department shall respond to incidents and emergencies within its Fire Protection District insofar as it is possible and shall further respond to incidents in other Fire Protection Districts in the absence of, unavailability of, or in assistance to another District Fire Department of the County.

Procedural Guidelines

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

Authority

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

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

Fire Guardians

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

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

Delegation of Powers

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

Responsibility & Authority

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

7. OFFENCES

- 7.1 No person shall contravene any provision(s) of this Bylaw.
- 7.2 No person at an incident shall impede, obstruct or hinder a member of the District Fire Department or other person assisting or acting under the direction of the Fire Chief or the member in charge or interfere with the operation of any Equipment

required to extinguish fires or preserve life or property.

- 7.3 Any person who ignites, fuels, supervises or permits an Open Fire within the County without a valid Fire Permit is guilty of an offence and may be charged as stated in the penalties bylaw.
- 7.4 Any person who ignites a fire or burns during a Fire Ban which clearly specifies the prohibition of such an ignition is guilty of an offence and may be charged as stated in the penalties bylaw.
- 7.5 When a fire is lit or ignited without the appropriate Fire Permit, except a fire described in Section 8.4, the owner or occupier of the land or the person having control of the land upon which the fire is lit shall:
- a) extinguish the fire immediately; or
 - b) where they are unable to extinguish the fire immediately, report the fire to Fire Services.
- 7.6 No person shall either directly or indirectly, personally or through an agent, kindle a fire, whether a Fire Permit was obtained for that fire or whether the fire did not require a Fire Permit, and let it become a Running Fire on any land including his own property, property under his control, or to the property of another.
- 7.7 No person shall:
- a) light an Open Fire without first taking sufficient precaution to ensure that the fire can be kept under control at all times;
 - b) light an Open Fire when the weather conditions are conducive to creating a Running Fire or when the County or another authorized agency has announced a ban on burning;
 - c) burn in an Open Fire Prohibited Debris;
 - d) deposit, discard or leave any burning matter or substance where it might ignite other material and cause a fire;
 - e) provide false, incomplete, or misleading information to the County or to a Fire Department on or with respect to a Fire Permit;
 - f) conduct any activity that involves the use of fire or that creates potential sources of fire ignition, which might reasonably be expected to cause a Running Fire;
 - g) damage or destroy any District Fire Department property;
 - h) falsely represent himself as a District Fire Department Member or wear or

display any uniform, badge, cap, button, insignia, or other paraphernalia for the purpose of false representation;

- i) obstruct or otherwise interfere with access roads, streets or other approaches to any fire alarm, fire hydrant, cistern or body of water or any connections provided to a fire main, pipe, standpipe, sprinkler system, cistern or other body of water; and
- j) burn Prohibited Debris in an acceptable fire container in a Hamlet or Multi-lot Subdivision.
- k) set, permit, maintain or operate an open fire or burning barrel at any time of the year within one hundred (100) metres of a trestle or bridge structure located on the Alberta's Iron Horse Trail. The person who set, permitted or maintained such an Open Fire or burn barrel shall extinguish the fire immediately upon the order of a Fire Guardian or his designate. If the person who set, permitted or maintained an open fire fails to comply with an order to extinguish, the fire services may extinguish the fire and recover the cost of extinguishment from the person in accordance with the Fee Schedule Bylaw. An adjacent landowner to a trestle may be permitted to maintain or operate an open fire for agricultural purpose provided that a fire permit is issued, and the conditions therein are adhered to.
- l) Discharge fireworks on any County owned or managed lands without prior approval from Council.

8. RECOVERY OF COSTS

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

Schedule Bylaw..

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

9. FOREST AND PRAIRIE PROTECTION

Application of Bylaw

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

Fire Hazards

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

Fire Permits

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

control conditions with which the applicant must comply in addition to those standard conditions noted on the permit.

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

Suspension or Cancellation of Fire Permit

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

Investigation of Cause of Fire

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

- a) enter on any land or premises at any reasonable time, accompanied by any person or bringing with him anything that he considers would be of assistance in making the investigation,
- b) perform or have performed any tests he considers necessary on the land or premises or anything on them, and
- c) remove anything from the land or premises
 - (i) that is reasonably pertinent to the matter under investigation, or
 - (ii) that the investigator considers, on reasonable and probable grounds, is or may be evidence of the commission of an offence against this bylaw and/or the Forest and Prairie Protection Act.

9.15 The investigator shall, on or before the completion of the investigation, return to the person entitled to it anything removed under subsection (2) (c) unless

- a) it is required as evidence in a prosecution arising out of the investigation, or
- b) for any other reason it is impossible or impractical to return it.

9.16 Before exercising any powers under subsection 9.14, a Fire Guardian shall make reasonable efforts to obtain the co-operation of the owner or person in charge of the land or premises.

9.17 In this section, "land or premises" includes vehicles and buildings, whether affixed to the land or not, but does not include a private dwelling.

10. OPEN FIRES

10.1 No person shall light or cause to be lit an outdoor fire during the fire permit season on land in a permit area unless that person is the holder of an existing fire permit.

10.2 No person shall during a fire permit season allow any outdoor fire that is not authorized by a permit issued to him on land that is

- a) in a permit area, and
- b) owned or occupied by him or under his control.

10.3 A person who during a fire season knows or has reason to believe that there is an outdoor fire, not authorized by a permit issued to him, on land that is within a permit area and is owned or occupied by him or under his control, shall

- a) extinguish the fire, or
- b) if he is unable to extinguish the fire, immediately report the fire to the County Administration, a Fire Guardian, a member of the Royal Canadian Mounted

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

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

11. OFFENCES AND PENALTIES

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

regulation made thereunder, and in the event of any conflict between the provisions of this Bylaw and the said Act(s) or Regulation(s), the provisions of the said Act(s) or Regulation(s) shall govern.

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

- 11.11 Any person who contravenes or fails to comply with this Bylaw, any Fire Permit, any condition on a Fire Permit, or with any order or request directed to him pursuant to this Bylaw, is guilty of an offence and liable, upon the issuance of a Violation Ticket, to pay a fine as stated in the County Penalties Bylaw.
- 11.12 In addition to any fine imposed, the Court may order the convicted person to reimburse the County for the costs involved as a debt to the County.
- 11.13 Any fine or penalty imposed pursuant to Section 9 inures to the benefit of the County.

Liability of County Representatives

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

Fire Control Agreements

- 11.15 The Council may enter into a fire control agreement
 - a) With any person.
 - b) With any other municipality.
 - c) With the Province of Alberta in respect of Crown land in or adjacent to the County.

12. SEVERABILITY

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

13. RESCISSION

13.1 Bylaw No. 2021-12 is hereby rescinded

Read a first time in Council this 10th day of May, A.D. 2022.

Read a second time in Council this 10th day of May, A.D. 2022.

Read a third time in Council this 10th day of May, A.D. 2022.

(original signed by Reeve Glen Ockerman)

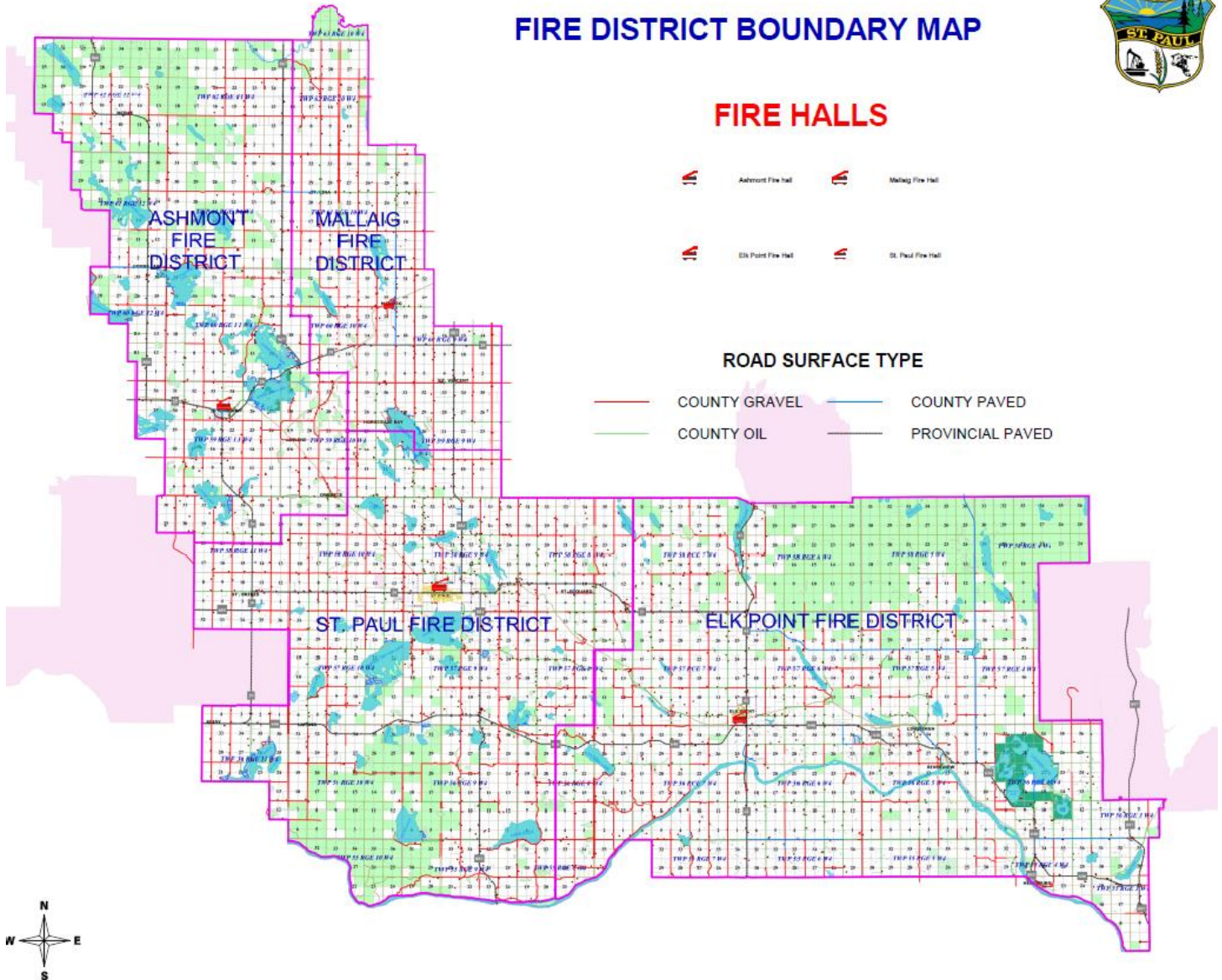
Reeve

(original signed by CAO Sheila Kitz)

Chief Administrative Officer



FIRE DISTRICT BOUNDARY MAP



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

Permit Boundaries

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

Permit Period

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

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

Site Inspection

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

Safety Hazards

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

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

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

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

Cancellations

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

Points for Consideration in Issuing a Fire Permit:

Be informed on current and future weather conditions.

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

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

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

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

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

Be informed of pending or imminent permit restrictions and bans.

Spring Grass, Yard and Meadow Burning:

Issue permits only under the following conditions:

Ignition time: After 1800 hours DST

Low to moderate fire hazard

Low to moderate wind factor

Adequate water source on site

Adult supervision of fire sets

Conditions of Permit:

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

When snow adjacent to forest cover is gone; the field, meadow, etc. on burn site must have natural man-made fuel breaks (such as plowed fields, roads) or construction of fireguard must be considered.

Fire must be extinguished prior to permit expiring.

Range Improvement in Standing Forest Cover by Burning:

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

Permits for Piles, Re-burn Piles and Windrows:

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

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

Additional Conditions to consider:

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

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

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

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

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

General weather conditions and seasonal weather conditions must be taken into consideration when a permit is being considered for issuance. Particular attention must be given to potential for weather inversions occurring and trapping smoke near the ground in the spring or fall. Consider limiting the number of piles and/or windrows that may be burned at any one time. Co-ordination and scheduling of burning among property owners in a general area is recommended as well. Should conditions dictate, it may be necessary that no permits be issued for a period of time.

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

Fire must be extinguished prior to permit expiring.

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

Windrow Construction Directions

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

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

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

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



Request for Decision

Council Meeting July 9, 2024

8.1 - 2024 Canada Community-Building Fund (CCBF)

Request

The federal Canada Community-Building Fund (CCBF) provides predictable, long-term, stable funding for Canadian municipalities to help build and revitalize public infrastructure while creating jobs and long-term prosperity.

Councils have recently received notice from Minister McIver, that the Alberta Government is in active negotiations with the Government of Canada regarding a renewal agreement to cover the 2024-2034 period. As these negotiations are ongoing, there may be delays in the 2024 program, which includes notification of allocation amounts and timing of payments to local governments.

Municipalities are required to determine projects and activities based on local priorities within the general qualification criteria set out in the program guidelines. Municipalities can pool and bank this funding, which provides significant financial flexibility. The CCBF Grant is intended to cover capital costs only and may not be used for maintenance or operating costs, debt reduction, or replacement of existing municipal infrastructure expenditures.

Administration would like to be prepared with their application of this grant by applying any funds received under this grant to Project #6C2310 Michaud Road (Township Road 622), which was budgeted at \$471,259.28 and set to commence in August 2024.

Letter of confirmation from Alberta Municipal Affairs is attached for review.

Budget/Financial – \$

Legislation/Bylaw/Policy Consideration –

Economic Development Implications –

Alternatives

To prepare the grant application for 2024 CCBF funds to be applied to Project #6C2310 Michaud Road (Township Road 622).



To allocate the funds under another eligible project approved in the 2024 budget, such as Project #6C2206 Nicholls Road (Township Road 620).

The grant revenue could be allocated to 2025 construction projects. This would result in putting the County in a surplus position. The surplus could be transferred to Reserve for Future Expenditures which could fund future capital expenditures in 2025 or beyond.

Recommendation

Administration is recommending preparing the grant application for 2024 CCBF funds to be applied to Project #6C2310 Michaud Road (Township Road 622).

Submitted by: Jason Wallsmith, CAO



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

AR114222

Dear Chief Elected Officials:

The Government of Alberta administers federal funding through the Canada Community-Building Fund (CCBF) to provide Alberta communities with flexible capital funding to invest in local infrastructure priorities. As you may be aware, the Canada-Alberta agreement for the CCBF for 2014-24 expired on March 31, 2024. The Alberta government is in active negotiations with the Government of Canada on a 10-year renewal agreement that will cover the 2024-34 period.

The Government of Canada sent a draft renewal agreement to Alberta late in 2023, and the agreement has several aspects that are concerning for Alberta and for local governments. As a result, we are standing up for the interests of Alberta in negotiations and doing our utmost to ensure funding continues to flow to local governments with as much flexibility as possible to address local priorities without unnecessary administrative burdens. As these negotiations are ongoing, there may be delays in the 2024 program, including the notification of allocation amounts and timing of payments to local governments.

As discussions with the federal government continue, we are working with the municipal associations to ensure the Alberta government understands the perspectives of local governments. We will continue to advocate for your interests and the interests of the province, and I will provide more information on the signing of the agreement as soon as possible.

Thank you for your understanding and patience during this renewal process.

Sincerely,

Ric McIver
Minister

cc: Chief Administrative Officers



Request for Decision

Council Meeting July 9, 2024

8.2 – Mallaig School Day Care Centre

Request

Administration has been in talks with SPERD since late 2023 regarding the proposed Mallaig School Day Care Centre. February 2024 representatives from SPERD came before Council for a financial commitment to assist with moving the project forward if possible. Following their presentation and discussion with Council, the following motion CM20240213.1012 was made:

to provide SPERD with an offer of a tripartite (1/3) collaboration commitment for the proposed Day Care Centre in the new Ecole Mallaig School, contingent on the commitment from two (2) other partners, with a maximum of \$300,000 for each partner.

Since then, SPERD has communicated to Administration that they have requested a pause on the project design to allow them to re-group and further discuss funding options with community stakeholders. County CAO and Reeve Ockerman met with SPERD last week.

Administration is looking to confirm if Council would be willing to support a debenture to backstop the funds needed for this development to continue moving forward. The goal would be to find grant/community funding to fill the gap. The maximum would be \$700,000 on top of the \$300,000 already committed.

Budget/Financial – \$

Legislation/Bylaw/Policy Consideration –

Economic Development Implications –

Alternatives

Recommendation

Council to provide direction.

Submitted by: Jason Wallsmith, CAO



Request for Decision

Council Meeting July 9, 2024

8.3 - 2025 Municipal Internship - Alberta Community Partnership Application

Request

The application deadline for the 2025 Municipal Internship Program is October 1, 2024.

The Municipal Internship Program is Canada's longest running internship program for local government careers. The program provides support to build capacity in the municipal sector by developing recent post-secondary graduates to become future leaders in municipal government.

For the 2025 program, Internships will be 18 months in length regardless of stream, with a one-time grant of \$60,000. Host municipalities will be chosen in November/December with interns expected to start their internship between April 28 to June 6, 2025.

Administration is recommending applying under the Administrator stream to have the intern rotate through the various departments within the County office, learning key aspects of the work that is carried out in each area and how that work supports the municipality overall.

Budget/Financial – Alberta Community Partnership Grant - \$60,000

Administration estimates that approximately \$35,000 will be required in addition to the grant to support the full costs of the internship.

Legislation/Bylaw/Policy Consideration – N/A

Economic Development Implications –

Alternatives

To apply under the Alberta Community Partnership Grant for the 2025 Municipal Internship Intake under the Administrator stream.

COUNTY OF ST. PAUL
5015 – 49 Avenue, St. Paul, AB



Do not apply for the 2025 Municipal Internship Intake.

Recommendation

To apply under the Alberta Community Partnership Grant for the 2025 Municipal Internship Intake under the Administrator stream.

Submitted by: Jason Wallsmith, CAO



Request for Decision

Council Meeting July 9, 2024

8.4 – Alberta CARE Conference September 11-13th, 2024

Request

The Alberta CARE (Coordinated Action for Recycling Enterprises) Annual Fall Conference is being held September 11-13, 2024, in Bonnyville.

Councillor Maxine Fodness has expressed interest in attending as she sits on the St. Paul Transfer Station and Evergreen committees.

As this conference falls outside of policy, Administration requires a motion from Council to register her. If approved this would count towards one of her two allotted additional conferences approved for the 2024 calendar year as per policy.

Additional information for the conference can be found at:

<https://albertacare.org/alberta-care-fall-conference-2024/>

Budget/Financial – Registration \$600, Hotel \$500 approximately for 3 nights, Mileage, Per diem.

Legislation/Bylaw/Policy Consideration – HR – 7 Conference and Education Attendance Policy

Economic Development Implications –

Alternatives

To approve Councillor Maxine Fodness' s request to attend the Alberta CARE Annual Fall Conference 2024, being held in Bonnyville from September 11-13, 2024.

To deny the request for Councillor Maxine Fodness' s to attend the Alberta CARE Annual Fall Conference 2024, being held in Bonnyville from September 11-13, 2024.



Recommendation

Administration is recommending to approve Councillor Maxine Fodness' s request to attend the Alberta CARE Annual Fall Conference 2024, being held in Bonnyville from September 11-13, 2024, and that this would count towards one of her two allotted additional conferences for 2024 as per HR-7 Conference and Education Policy.

Submitted by: Betty Richard, Executive Assistant

COUNTY OF ST. PAUL NO. 19

Our Mission - To create desirable rural experiences



HR-7 Conference and Education Attendance Policy

Department: Human Resources

POLICY OBJECTIVE:

The County of St. Paul recognizes the importance of employees and Council members attending conferences applicable to the delivery of services within their specific departments and may desire to provide payment for the related fees and expenses for attending a conference or other educational course or pursuit. The County offers these training and development opportunities as a benefit of employment.

POLICY STATEMENTS:

1.0 Annual Attendance Approval

1.1 The Council of the County of St. Paul approves the annual attendance of Reeve and Council members at the following conferences/Meetings/Seminars:

- (i) RMA Spring and Fall Conventions;
- (ii) RMRF and Brownlee Law Seminars
- (iii) AAAF Zone Meeting
- (iv) RMA Zone Meetings
- (v) Provincial Agriculture Service Board Tour and Provincial Conference;

1.2 The Council of the County of St. Paul approves attendance of Reeve and Council at the following educational courses:

- (i) Elected Officials Education Program (EOEP) courses can only be taken once, and approval will cease upon completion of the certificate.

1.3 The Council of the County of St. Paul approves attendance of Reeve and Council at training required for committees or as required by the MGA, ie – ARB, SDAB, Emergency Management, ICS 100.

1.4 Any request to attend conferences or other professional development opportunities not listed above or approved and paid for at the Council committee level, must be brought before Council at a Meeting prior to the conference for approval. Two conferences will be approved during each calendar year. Additional professional development opportunities will be considered based on merit and cost. The onus

will be on the elected official to demonstrate the benefits of attending the conference.

- 1.5 The Council of the County of St. Paul approves annual attendance of members at large for the following conferences and education courses:

FCSS Conference

Agricultural Service Board Provincial Tour and Conferences

Assessment Review Board Training

Subdivision and Development Appeal Board Training

- 1.7 The Council of the County of St. Paul approves the annual attendance of employees at the following conferences and educational courses:

(a) Chief Administrative Officer:

- (i) Alberta Rural Municipal Administrators' Association;
- (ii) RMA Spring and Fall Conventions;
- (iii) Administrator's Mountain Refresher Conference, SLGM or Local Government Administration Association Conference - LGAA;
- (iv) Canadian Association of Municipal Administrators OR International City/County Management Association (choose one or the other each year) *Within North America only.

(b) Director of Community Services:

- (i) Administrator's Mountain Refresher Conference, SLGM;
- (ii) Alberta Association of Recreation Facility Personnel Conference;
- (iii) Alberta CARE Conference, Spring and Fall;
- (iv) Alberta Fire Chiefs Association Conference;
- (v) Alberta Recycling Management Authority Conference;
- (vi) Alberta Rural Municipal Administrators' Conference;
- (vii) Compost Council of Canada Conference, when it's in western Canada;
- (viii) Provincial Agricultural Service Board Conference;
- (ix) Regional Agricultural Service Board Conference; and
- (x) Solid Waste Association of North America (SWANA) Northern Lights Chapter Conference, when it's in Western Canada

(c) Director of Corporate Services:

- (i) Alberta Rural Municipal Administrators Association;

- (ii) Alberta Municipal Clerks' Conference and Fall Workshop;
 - (iii) Administrator's Mountain Refresher Conference – SLGM;
 - (iv) RMA Insurance RiskPro Symposium; and
 - (v) Government Finance Officers of Alberta Conference.
- (d) Director of Public Works:
- (i) Alberta Municipal Supervisors Association; and
 - (ii) Alberta Sand and Gravel Conference.
- (e) Public Works Managers and Supervisors
- (i) Alberta Municipal Supervisors Association Conventions; and
 - (ii) Alberta Sand and Gravel Conferences.
- (f) Director of Regional Occupational Health and Safety (may attend up to a maximum of three):
- (i) Alberta Emergency Management Agency Summit;
 - (ii) Disaster Services Conference;
 - (iii) Rural Utilities and Safety Association Conference;
 - (iv) Alberta Health and Safety Conference;
 - (v) Western Conference on Safety;
 - (vi) Canadian Society of Safety Engineers (CSSE) Conference; or
 - (vii) Association of Safety Partnerships (AASP) Conference
 - (ix) Alberta Construction Safety Association (ACSA)
- (g) Agricultural Fieldman
- (i) Provincial Agricultural Service Board Conference;
 - (ii) Regional Agricultural Service Board Conference;
 - (iii) Alberta Association of Agricultural Fieldmen In-Service Training; and
 - (iv) Provincial Agricultural Service Board Summer Tour Conference
- (h) Manager of Waste & Agricultural Services
- (i) Provincial Agricultural Service Board Conference;
 - (ii) Regional Agricultural Service Board Conference;
 - (iii) Alberta Association of Agricultural Fieldmen In-Service Training; and

- (iv) Solid Waste Association of North America (SWANA) Northern Lights Chapter Conference when it's in Western Canada
- (v) Alberta CARE Conference, Spring and Fall
- (i) Assessment Review Board Clerk and Members:
 - (i) Training as required by statute.
- (j) Certified Water Operators:
 - (i) Western Canada Water & Wastewater Operators Association;
 - (ii) Alberta Water and Wastewater Operators Association;
 - (iii) Rural Utilities and Safety Association Conference.
- (k) Communications Coordinator
 - (i) Annual Municipal Communications Conference
- (l) Occupational Health and Safety Coordinator (may attend up to a maximum of two):
 - (i) Alberta Emergency Management Agency Summit;
 - (ii) Alberta Health and Safety Conference;
 - (iii) Western Conference on Safety; or
 - (iv) Rural Utilities and Safety Association Conference.
- (m) Executive Assistant:
 - (i) Alberta Municipal Clerks' Conference and Fall Workshop.
 - (ii) CAMA – Executive Assistants in Local Government National Conference and Professional Development Webinars
- (n) Finance Officer:
 - (i) Canadian Association of Government Finance Officers;
 - (ii) Government Finance Officers of Alberta; and
 - (iii) Infrastructure Asset Management Alberta Workshops.
- (o) FOIP Coordinator:
 - (i) Access and Privacy Conference
- (p) IT/GIS Coordinator:
 - (i) GIS Training
 - (ii) Infrastructure Asset Management Alberta Workshops
 - (iii) MISA Prairies Conference

- (q) Joint Health and Safety Committee Members (once during the term on the committee)
 - (i) Rural Utilities and Safety Association Conference
- (r) Library Board Secretary/Treasurer:
 - (i) Northern Lights Library Conference;
 - (ii) Regional Library Conference
- (s) Parks Foreman:
 - (i) Alberta Recreation and Parks Association Conference.
- (t) Payroll Technician:
 - (i) Government Finance Officers of Alberta;
 - (ii) Canadian Payroll Association Conference; and
 - (iii) Local Authorities' Pension Plan Training.
- (u) Planning and Development Staff:
 - (i) Alberta Development Officers' Association; and
 - (ii) Community Planning Association of Alberta Conference
 - (iii) Alberta Professional Planners Institute (APPI) Conference
- (v) Subdivision and Development Appeal Board Members and Clerk:
 - (i) Training as required by statute.
- (w) Taxation and Assessment Technician:
 - (i) Alberta Assessors' Association Conference; and
 - (ii) Alberta Property Tax Seminar
 - (iii) Alberta Municipal Taxation Professionals Association Conference

2.0 Additional Conferences and Educational Opportunities:

- 2.1 The Chief Administrative Officer may authorize staff to attend conferences, workshops, or activities related to their positions if such activities occur prior to Council having had an opportunity to consider the matter at a Council meeting. When this occurs, the Chief Administrative Officer shall report such attendances to Council at the following regular Council meeting for ratification.
- 2.2 The County may provide financial support for course fees to employees who wish to follow educational programs relevant to their work. The employees will be required to present a request to the Chief Administrative Officer outlining in detail the program to be followed and related costs thereof.

3.0 Conditions

- 3.1 If reasonable, County-owned vehicles shall be used for transportation to and from conferences, seminars, workshops, or other educational sessions.
- 3.2 If any employee is required to attend mandatory professional development on a weekend or holiday, they will be provided with time in lieu based on the number of hours worked as per the County Overtime and Overtime Agreements Policy.
- 3.3 Registration fees may be paid for by the County with the authorization of Council.
- 3.4 Upon completion of any course funded by the County, the final grades must be submitted to their immediate supervisor.
- 3.5 If the County requires any additional training or training is required by law (for example, drivers' testing, drivers' medical, air brake endorsement, etc.), the County will cover the costs of training and testing for employees at the discretion of the Chief Administrative Officer or their supervisor.
- 3.6 Any full-time permanent or seasonal employee participating in any courses that have been paid for by the County must remain with the County after course completion for a period of twelve (12) months. If an employee terminates their employment prior to the one-year period, the training or tuition fee shall be reimbursed to the County.

4.0 Travel:

- 4.1 Employees shall coordinate a departure time with their immediate supervisor prior to departing for any conference, education, or other professional development training to ensure that all required duties will be covered off.

Related Policies

- Professional Training and Development Policy
- Driving and Vehicle Use Policy
- Overtime and Overtime Agreements Policy

Council Approval: September 14, 2010
Amended: October 10, 2017
Amended: May 12, 2020
Amended: December 14, 2021
Amended: March 14, 2023
Amended: February 13, 2024



Request for Decision

Council Meeting July 9, 2024

8.5 – e-Scribe Software Module Upgrade Request

Request

Administration is requesting that Council consider the addition of a software module upgrade for the e-Scribe program.

Currently we are utilizing the basic entry level modules of the program which entails the Meeting Manager, Participant Access and Internet Publishing for approximately \$5,300/annually.

Administration feels that this program could be used more efficiently with the addition of the Report Manger Module, which would allow staff a more comprehensive management of all pre-meeting and post-meeting workflow activities. This module revolves around the preparation and approval of the submission for the meetings, easier management of submission deadlines and notifications to staff, reducing last minute changes to the agenda. Leveraging the power of Microsoft Word, this module will standardize and maintain templates for the RFDs, ensuring compliance and accountability across the organization.

Key features include:

- Collaboration support, including version control, simultaneous multi-user document editing of the RFD information
- Flexible, user-configurable approval workflows
- Automatic extraction of content to populate agenda items details, motions, and minutes
- Comprehensive audit reports and workflow approval histories, including electronic signature options (Setup of approval workflows will allow Administration to launch completed documents for signature.)

Attached is the quote received from the company, however, they did communicate with Administration that they would bring the Report Manager module price down to \$3,200 if Council should choose to move forward with this upgrade. In addition for the remainder of 2024, the cost would be adjusted for only the remaining months.

COUNTY OF ST. PAUL
5015 – 49 Avenue, St. Paul, AB



Budget/Financial – \$3,200 for module and set up fee of \$675 (total estimated @ \$3,875)

Legislation/Bylaw/Policy Consideration –
Economic Development Implications –

Alternatives

To approve the request to upgrade the e-Scribe program with the Report Manager module for an estimated additional annual cost of \$3,200, and the one-time set-up fee of \$675.

To deny the request for the e-Scribe module upgrade.

To accept as information.

Recommendation

Council to provide direction.

Submitted by: Jason Wallsmith, CAO

Subscription Agreement



Modification to Services

The Customer wishes to modify the Services as defined below, effective the ____ day of _____ 2024, in accordance with the terms and conditions of the Client Subscription Agreement (the "Agreement"), dated 8/31/2018

Services Fees:

Module	Fee	Quantity	Total
eScribe Report Manager	\$ 3,810	1	\$ 3,810
Total Annual Fees			\$ 3,810

Module	Fee	Quantity	Total
eScribe Report Manager Setup	\$ 675	1	\$ 675
One-Time Setup Fees			\$ 675

The first year's Subscription Fees and the Implementation Fees are due upon the date of this Appendix, and the Subscription Fees are due annually thereafter. All fees are prorated to annual renewal.

The undersigned parties hereby enter into this Agreement,

eScribe Software Ltd.

County of St. Paul No. 19

Signature

Signature

Date

Date

Authorizing Officer, Title

Authorizing Officer, Title

I have the authority to bind the organization.



Request for Decision

Council Meeting July 9, 2024

8.6 – Waste Hauling RFQ Results

Request

In the 2024 Action Plan for Waste Management Council directed staff to “assess options for the alternative means of servicing bin sites to combat increasing capital costs of equipment”. This became a topic of discussion during strategic planning primarily due to the fact that the Waste Management Department is in need of replacing a roll off and a front load truck with a combined value of approximately \$1 million and a driver was planning to retire.

To action this Administration prepared a Request For Quotations (RFQ) seeking quotes from contractors on what it would cost the County to contract out the front load bin collection services. There was determined to be three separate service delivery areas which are; private bin rentals, transfer site bins, and unmanned bin sites. Quotes were requested for each of these areas. In the end five companies submitted quotes, one was excluded because it was clear from the bid they did not understand the scope of scale of the work. Quotes were requested for a 1 year agreement with an option to renew for 4 additional years, and a 5 year agreement. The quotes are as follows.

One year agreement with an optional maximum four year extension

E360s

2024	2025	2026	2027	2028
\$252,516	\$260,160	\$267,882	\$275,946	\$284,186

Quest

2024	2025	2026	2027	2028
\$260,649.4 6	\$269,772.7 6	\$279,214.1 2	\$288,987.2 6	\$299,101.6 6

Waste Management

2024	2025	2026	2027	2028
\$664,944	\$684,892	\$705,439	\$726,602	\$748,400

Seven Lakes

2024	2025	2026	2027	2028
\$ 763,918.72	\$667,897.48	\$667,897.48	\$667,897.48	\$667,897.48



Five Year Agreement

E360s

2024	2025	2026	2027	2028
\$220,990	\$227,628	\$234,494	\$241,430	\$248,754

Quest

2024	2025	2026	2027	2028
\$260,649.46	\$269,772.76	\$279,214.12	\$288,987.26	\$299,101.66

Waste Management

NO BID

Seven Lakes

2024	2025	2026	2027	2028
\$636,147.76	\$636,147.76	\$636,147.76	\$636,147.76	\$636,147.76

It is important to remember that the above quotes are for the collection and transportation of the front load bins only. All of the disposal costs, bin repairs, bin replacement, bins site clean up, bin site repair and picking up waste in the ditches will remain a County expense. The only thing the County will no longer do is own front load trucks or have a driver.

Therefore in making the comparison between the cost of this service through contracting and the cost of this service in house really comes down to the expense of operating the trucks. If this expense were removed from the budget it would have equated to \$320,000 in 2023 which appears to have been a fairly average year as far as operating expenses went.

The real “winner” would be the private bin rental customers who would see a significant reduction in their cost per pick up (down to an estimated \$30-\$40 per month fee for monthly pick up vs a \$96 fee per month for monthly pick up)

It would be important for Council to note that should they not wish to contract out this work it will be the Waste Management Departments plan to immediately hire another waste truck driver and to put the new front load truck into service, and to also request Council’s permission to order a new roll off truck for delivery as soon as possible in 2025.



Another consideration with all of this is Council recently made a motion to support a study of the Evergreen Landfill commission which would examine the possibilities of expanding the scope of the Commission's services which might include waste pick up and transportation for the Commission members. The County signing on to a multi year agreement with a contractor might affect the outcome of that study.

Budget implications: Approximately \$320,000 reduction in operating budget
Between \$221,000 and \$253,000 increase in contract services based on lowest quotes.

Legislation/Bylaw/Policy Consideration: Action Plan 2024 - Waste Management Strategy 2.3 "Maintain, streamline, and upgrade Waste Management facilities, equipment, and operations".

Economic Development Implications:

Alternatives

- Enter into contract negotiations to contract out front load bin collection and transportation of waste.
- Enter into contract negotiations to contract out front load bin collection and transportation, and negotiate the inclusion of roll off bin collection as a part of the agreement.
- Keep the front load bin collection and transportation in-house, put the new front load truck into service, and direct Administration to order a new roll off truck for delivery as soon as possible in 2025.
- Keep the front load bin collection and transportation in-house, put the new front load truck into service and direct Administration to obtain quotes for roll off bin collection and transportation.

Recommendation

Council to provide direction.

Submitted by: Jason Storch, Director of Community Services



Request for Decision

Council Meeting July 9, 2024

8.7 – Ashmont Rescue Tool Request to Purchase

Request

The rescue tools used by the Ashmont Fire Department are in need of replacement. The batteries are no longer functioning properly and replacements are not supported by the manufacturer and cost prohibitive considering the tools were slated for replacement in the next two years. The hope during the 2024 budget discussions was that these tools would last the year and the discussion around replacement could occur prior to the 2025 budget.

The Fire Department demoed two different brands, both of which would meet the needs of the department, and got quotes. The quotes are as follows.

Hurst

Cutter	\$15,034.29
Spreader	\$16,707.37
Ram	\$11,026.00
Batteries etc	<u>\$11,108.00</u>

Total **\$53,875.66**

Holmatro

Cutter	\$20,290.00
Spreader	\$20,920.00
Ram	\$17,220.00
Batteries etc	<u>\$13,110.06</u>

Total **\$71,540.06**

The Fire Department is recommending the purchase of Hurst tools because of the the lesser cost. The cutter and the spreader are the two tools most in need of replacement and the ram replacement could be held off until a later date.

The total purchase would therefore be **\$39,732**. In order to fund this purchase the following is proposed from current budgets:



\$12,700 from the Ashmont Fire Dept Equipment Replacement Reserve
\$ 5,000 from the Ashmont Fire Fighter’s Association
\$15,000 from the Ashmont operating budget
\$32,700

This leaves \$7,032 unfunded. There are additional funds available in the General Fire Reserve which could be allocated to fund this remaining amount.

Council may also want to consider the fact that Mallaig does not have rescue tools, so without Ashmont having these implements in the event of an emergency in the north end of the County, the victim would have to wait for the St Paul Fire Department to arrive in both the Ashmont and Mallaig fire response areas.

Budget implications: \$12,700 from Ashmont Fire Equipment Reserves
 \$15,000 from Operating budget
 \$ 5,000 from Ashmont Fire Fighter’s Association
 \$ 7,032 from General Fire Equipment Reserve
 \$39,732 total purchase

Legislation/Bylaw/Policy Consideration:

Economic Development Implications:

Alternatives

Council to approve the use of \$12,700 from the Ashmont Fire Dept Equipment Replacement Reserve and \$7032 from the General Fire Reserve to fund the replacement of the cutter and spreader rescue tools, and to direct Administration to order the Hurst brand tools.

Council to direct administration to defer this purchase.

Recommendation

Administration recommends that Council approve the use of \$12,700 from the Ashmont Fire Dept Equipment Replacement Reserve and \$7032 from the General Fire Reserve to fund the replacement of the cutter and spreader rescue tools in the Ashmont Fire Hall, and to direct Administration to order the Hurst brand tools.

Submitted by: Jason Storch, Director of Community Services



Request for Decision

Council Meeting July 9, 2024

8.8 – Bylaw Officer – Request to Waive Fines

Request

The Bylaw Officer is looking for Councils' consideration to waive the following fines:

File No.:	Tag No.:	Date of Issuance	Amount Owing	Reason For Decision:
22-182	BE-22008	October 27, 2022	\$ 100.00	Owner rehomed dog after BE-22010 tag issuance. Did not make sense to issue a provincial ticket when the individual remedied the cause of concern.
22-182	BE-22010	November 17, 2022	\$ 100.00	Same individual as above [BE-22008].
23-018	BE-22011	February 10, 2023	\$ 200.00	The recipient moved out of the municipality with the dogs causing the concern.
22-018	BE-22012	February 10, 2023	\$ 100.00	Provincial ticket issued and received conviction June 20, 2024 [A84654673R].
23-070	BE-22013	June 21, 2023	\$ 100.00	Recipient allegedly erected a fence. This was not confirmed by the Bylaw Enforcement Officer; however, no further complaints have been received and the recipient is an RCMP officer. The recipient's word was taken at face value.
23-118	BE-22017	July 12, 2023	\$ 1,000.00	Trucking company from Edmonton. Provincial tickets must be personally served. Did not seek approval to serve provincial tickets.
23-118	BE-22018	July 12, 2023	\$ 1,000.00	Same individual as above [BE-22017].
23-002	BE-22022	October 3, 2023	\$ 100.00	Recipient of municipal tag passed away.

She has communicated that there are currently 14 active files: 10 from previous years and 4 initiated this year. Of these, the mentioned eight (8) files will be closed upon Council direction, while the remaining files are scheduled for closure in the second week of July, except for two (2) files due to an outstanding balance owed on tags BE-22024 and BE-22028.

Budget/Financial – \$ 2,700



Legislation/Bylaw/Policy Consideration –
Economic Development Implications –

Alternatives

To approve the Bylaw Officers request to waive the following tag #s: BE-22008, BE-22010, BE-22011, BE-22012, BE-22013, BE-22017, BE-22018, BE-22022 for a total of \$2,700.

To approve waiving only specific tags at Councils choosing.

To deny the request to waive any of the tags suggested by the Bylaw Officer at this time.

Recommendation

Council to provide direction.

Submitted by: Jason Wallsmith, CAO



Request for Decision

Council Meeting July 9, 2024

8.9 – Elk Point Allied Arts Farmers Market – Camping Voucher Request

Request

In the attached request from the Elk Point Allied Arts Farmers Market, they are asking for Council to consider approving a Camping Voucher for one of the County's Municipal Campgrounds, as part of their themed "Summer Fun" door prize giveaway.

Council has approved four (4) similar requests for the 2024 Camping season, with some being for a specific campground or at any of the campgrounds, either for two or three nights, usually with two (2) free bundles of wood also. Estimated value of Camping Voucher for three nights/wood is \$125.

Budget/Financial – \$125

Legislation/Bylaw/Policy Consideration –

Economic Development Implications –

Alternatives

To approve the request from the Elk Point Allied Arts Farmers Market for a Camping Voucher for three (3) nights, valued at \$125.00, at any one of the County's Municipal Campgrounds to be used in the 2024 camping season.

To deny the request from the Elk Point Allied Arts Farmers Market for a Camping Voucher, and offer them County camping swag instead for an estimated value of \$100.

To deny the request for a contribution of a door prize item.



Recommendation

Administration is recommending to approve the request from the Elk Point Allied Arts Farmers Market for a Camping Voucher for three (3) nights, valued at 125.00, at any one of the County's Municipal Campgrounds to be used in the 2024 camping season.

Submitted by: Jason Storch, Director of Community Services

Dear Mr. Storch,

The Elk Point Allied Arts Farmers Market is a new farmers market located at the Allied Arts Facility every Thursday from 12:00 pm – 5:00 pm. We are a new market and do our best to highlight local vendors from the Lakeland community, but welcome vendors from all over Alberta. Last month we ran a draw for a Father's Day basket that consisted of products donated from our vendors, but also contained a BBQ package donated by Rona Elk Point of about \$80.00. For every purchase the customer received an entry slip, which they could write their name and phone number on. It worked great and increased our foot traffic throughout the market. We have planned to continue this monthly draw and our thought is that we approach local businesses and organizations requesting a donation that we can put in one of monthly baskets, these baskets will have an attached theme. Our hopes are that by putting on these draws it will continue to increase our foot traffic, but also highlight businesses and organizations in our communities. We put up a sign next to the basket and entry box at the market that acknowledges the donors, but also on our social media for people to share. This month's theme is going to be "Summer Fun" so we are hoping to ask for a weekend camping pass to one of the County Of St. Paul campgrounds, but anything you see fit is appreciated.

Thank you for your consideration,

Patty Jeffery
Elk Point Allied Arts
Farmers Market Manager





Request for Decision

Council Meeting July 9, 2024

8.10 – St. Paul Rodeo Mile Race Sponsorship Opportunity

Request

The St. Paul Athletic Parents Association is currently fundraising to replace the bus that is used for the students attending the St. Regional High School for all the various school programs which require transportation. EG. Sporting events, tournaments, college /university tours, field trips.

With the return of the Rodeo Mile Race scheduled for August 31, 2024, the Athletic Parents Association is offering a sponsorship opportunity for this event, with proceeds going toward the replacement of their current bus.

With their attached request, they have submitted different levels of sponsorship available for Council to consider, ranging from \$100-\$1,000.

Budget/Financial – \$

Legislation/Bylaw/Policy Consideration –

Economic Development Implications –

Alternatives

To approve sponsoring the Rodeo Mile event being held on August 31, 2024, at the Level of Sponsorship of Council's choosing.

To deny the request for sponsorship.

To accept as information.

Recommendation

Council to provide direction.

Submitted by: Betty Richard, Executive Assistant

R'cd
June 21 | 2024

St. Paul Athletic Parent Association
4701 44 St.
St. Paul, AB
T0A 3A3
June 15, 2024

Dear County of St. Paul,

RE: ST. PAUL RODEO MILE

My name is Shelley Ozga and I am an active member of The St. Paul Athletic Parents Association (Athletic Parents Association) and we are fundraising to replace our old bus to ensure convenient and affordable travel opportunities for all students attending St. Paul Regional High School. I am very excited to announce the revival of the Rodeo Mile Race, which is scheduled for Aug 31st, 2024, here in St. Paul. This annual race was a well know and popular event in our community, drawing participants and spectators from many surrounding communities to challenge themselves and others with their running abilities.

This year, our goal is to raise funds for a much-needed bus that will enable us to provide safe and reliable transportation for all our school programs. The bus is used for sporting events and tournaments, college and university tours, educational field trips, and Skills Canada competitions just to name a few, ensuring that all students have the opportunity to participate fully in the programs the school has to offer.

We are reaching out to generous supporters like you to ask for your help in making this plan succeed. Your cash donation will directly contribute to the purchase of the bus, and any amount, no matter how small, will make a significant difference. Your support will not only help us reach our fundraising goal but will also have a lasting impact on the lives of the kids we educate.

In recognition of your generosity, we would like to offer the following sponsorship opportunities. We welcome donations of any amount, and every donor will be acknowledged in our post-event communications.

Thank you in advance for your generosity and support. Together we can give the kids all the experiences they need to become successful and well-rounded members of our community. We look forward to seeing you at the Rodeo Mile Race and enjoying the exciting event together.

Sincerely,



Shelley Ozga
Athletic Parents Association

Level of Sponsorship	Donation	Registrations	T-shirt Logo	Advertising
Platinum	\$1000	8 registrations 8 T-shirts	Prominent Logo Large Logo	Bring your banner First Choice of Sign Location (Start Line, Finish Line, Side by side) Facebook coverage Recognized on Site
Gold	\$500	4 registration 4 T-shirts	Middle of T-shirt Medium Logo	Bring your banner Next Choice of Sign Location Facebook coverage
Silver	\$250	2 registrations 2 T-shirts	Smaller Logo Bottom of shirt	Bring your own banner Choice of sign location Facebook coverage Verbal recognition on site
Bronze	\$100			Bring your own banner Place of sign at the race Facebook promotion Verbal recognition on site



Request for Decision

Council Meeting July 9, 2024

8.11 – Town of Bonnyville Invitation After Burner Concert

Request

The Town of Bonnyville has submitted the attached invitation to their After Burner Concert being held on July 20, 2024.

As stated, they feel this is an opportunity to enjoy the community spirit with an evening of music, fun and comradery.

They would like confirmation of attendance of Reeve and Council by July 16, 2024.

Budget/Financial – \$

Legislation/Bylaw/Policy Consideration –

Economic Development Implications –

Alternatives

To approve any interested Council members to attend the After Burner Concert being held on July 20, 2024, in the Town of Bonnyville.

To deny the request.

To accept as information.

Recommendation

Council to provide direction.

Submitted by: Betty Richard, Executive Assistant



Town of Bonnyville

It's Multi-Natural

POSTAL BAG 1006
BONNYVILLE, AB T9N 2J7
TELEPHONE: (780) 826-3496
FAX: (780) 826-4806
TOLL FREE: 1-866-826-3496

PLEASE VISIT BONNYVILLE
ON THE WORLD WIDE WEB
www.bonnyville.ca

June 20, 2024

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

Dear Reeve and Council:

RE: INVITATION - AFTER BURNER CONCERT JULY 20, 2024

The Town of Bonnyville is set to host the exhilarating After Burner concert, coinciding with the Cold Lake Air Show. This event promises a family-friendly atmosphere complete with food vendors, beer gardens, and a thrilling performance by Tiago James and renowned musician, Sass Jordan.

Known for her powerful voice and dynamic stage presence, Sass Jordan brings an electrifying energy to the stage that is sure to captivate the audience. This event will offer musical entertainment, for all ages. It's an opportunity to enjoy the community spirit and be swept away by the rock melodies under the open sky of Bonnyville.

Please accept this letter as a formal invitation to join the Town of Bonnyville for an unforgettable evening of music fun and comradery.

Please confirm your attendance and the names of those attending by contacting Doreen Kushnir at 780-826-3496 or by email at recreation@town.bonnyville.ab.ca by July 16, 2024.

Sincerely,

A handwritten signature in black ink that reads "Elisa Brosseau".

Mayor Elisa Brosseau
Town of Bonnyville

County of St.Paul

5015 49 Ave St.Paul, AB T0A 3A4

Dear Council,

On behalf of the MS Walk team, I would like to thank you for your generous support of our 2024 Jayman BUILT St.Paul MS Walk, which took place on Sunday, May 26, 2024.

I am excited to let you know that 12,000 participants from coast-to-coast raised an incredible \$3.5 million for those living with multiple sclerosis. These funds raised help connect people affected by MS to information and resources and fund ground-breaking research to find the cause and cure for the disease, ultimately moving us once step closer to creating a world free of MS.

As we came together at our MS Walk, we took action and made a difference in the lives of 90,000 Canadians living with MS. Thank you for being a part of that difference.

We look forward to working with you again in 2025!

With Gratitude,

Mackenzie Bruynson

Mackenzie Bruynson and the MS Walk Team

MS WALK

By moving forward together we have never been closer to achieving our collective goal of a world free of MS.

This progress is only made possible by the individual actions of extraordinary Canadians like you and is magnified by our work together as one MS community. Here is a small sample of what we achieved together in 2022:

\$7,720,630.18 raised

by 10,092 individuals to support ground-breaking research projects and innovative support programs.



"We have so little control over our day-to-day lives with the unpredictability of MS – you never know what may flare up. Being involved with the MS Walk makes me feel like I'm taking some of that control back – raising awareness of the disease, fundraising for supports and research, and building hope that a cure will be found."

– **Leah Wallace-Brown, Hamilton-Burlington MS Walk**



913 individuals

participated in live exercise programming provided through the second year of the TIME™ program.

40,372 actions taken

Across 8 digital petition and letter writing campaigns, informing federal and provincial politicians about MS Canada's policy priorities and advancing key legislation, like the Canada Disability Benefit.



336 matches

made between Peer Support volunteers and individuals seeking support.



"Connecting through this program has been the best thing to happen to me since being diagnosed. Having someone to talk too that truly understands your experience with MS can make a dramatic difference in your life like it has in mine"

– **Jacqueline Waddleton, MS Walk St. John's**



648 individuals

were provided assistance through the Quality of Life Equipment Program.

"I remember thinking, wow, if this support program ended today, I could walk away from it knowing I gained a different perspective on my diagnosis. My peer truly lifted my spirits and the best part of it was that the conversations continued." – **Anonymous**

980 meetings

were held by Peer Support groups across the country.



mswalks.ca

The Mallaig Monarchs U18 team would like to thank you for your support & sponsorship in hosting the Hockey Alberta Tier 3 Provincial Tournament!



Thank you