



County of St. Paul No 19
Council Meeting
Minutes

Tuesday, December 11, 2018
10:00 AM

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

Staff Present Shelia Kitz, CAO
 Tim Mahdiuk, Director of Community Services
 Kyle Attanasio, Director of Corporate Services
 Phyllis Corbiere, Executive Assistant
 Mark Chileen, Director of Public Works
 Kaitlyn Kenney, Municipal Intern

1. Call to Order

The regular meeting of the Council of the County of St. Paul No. 19 was called to order by Reeve Steve Upham at 10:06 a.m.

2. Minutes

Resolution CM20181211.1001

Moved By: Councillor Cliff Martin

to approve the November 13, 2018 Council Meeting minutes with correction to the spelling of CAO Sheila Kitz in the attendee list.

Carried

3. Bank Reconciliation

Resolution CM20181211.1002

Moved By: Councillor Laurent Amyotte

to adopt the Bank Reconciliation for the month ending November 30, 2018.

Carried

4. Additions to Agenda and Acceptance of Agenda

Resolution CM20181211.1003

Moved By: Councillor Laurent Amyotte

to adopt the agenda for the Regular Meeting of Council for December 11, 2018 with the following additions:

8.34 Management Definitions Policy HR-2

8.35 Rebranding

8.36 Funding for Mallaig Ag Society

8.37 Seed Cleaning Association Convention

8.38 Stop Sign at Intersection of Murphy Road and HWY 646

8.39 FCSS Report from Convention

Carried

5. Closed Session

Resolution CM20181211.1004

Moved By: Councillor Kevin Wirsta

that pursuant to Section 197(2) of the MGA, County Council move into closed session and close the meeting to the public as per Sections 17 and 27, Division 2, Part 1 of the FOIP Act.

Carried

5.1 Closed Session

Meredith Kerr, St. Paul Journal, left the Council Meeting at 10:12 a.m.

Staff - Tim Mahdiuk, Mark Chileen, Kyle Attanasio and Kaitlyn Kenney left the Council Room at 10:51 a.m.

Staff- Sheila Kitz and Phyllis Corbiere remained during closed session to provide information as required.

Meredith Kerr and Staff all reentered the Council Room at 11:22 a.m.

Resolution CM20181211.1005

Moved By: Councillor Cliff Martin

to revert to an open meeting at 11:22 a.m.

Carried

Resolution CM20181211.1008

Moved By: Councillor Darrell Younghans

to deny the request from the owner of Lot 8, Block 4, Plan 1193TR for a decrease in assessment for 2018 as the appeal period has passed.

Carried

Resolution CM20181211.1009

Moved By: Councillor Cliff Martin

to accept the assets and liabilities and any subsequent fees associated with the dissolution of the St. Paul Ambulance Society.

Carried

Resolution CM20181211.1010

Moved By: Councillor Maxine Fodness

that the net funds from the dissolution of the St. Paul Ambulance Society be set aside into a Community Reserve Fund.

Carried

Resolution CM20181211.1011

Moved By: Councillor Dale Hedrick

to accept and approve the assignment of the lease with Prairie Emergency Medical Systems for the ambulance building.

Carried

Resolution CM20181211.1012

Moved By: Councillor Kevin Wirsta

that administration negotiate a lease to own for the ambulance building, with Alberta Health Services.

Carried

Resolution CM20181211.1013

Moved By: Councillor Dale Hedrick

to assist MCSNet with a mail out to the residents in the Hamlet of Mallaig regarding high speed internet.

Carried

Resolution CM20181211.1014

Moved By: Councillor Cliff Martin

to approve Council Remuneration effective January 1, 2019 as follows:

- Base Councilor Salary-\$2308/month
- Base Deputy Reeve Salary-\$2748/month
- Base Reeve Salary-\$3188/month
- Committee Meeting Rate-\$209
 - Top Up Per Diem for Committees that pay at a different rate
- Out of County Meeting Rates-over 170 km one way - \$264
- Travel Time for overnight
 - Up to 340 km one way-1/2 day each way
 - Over 340 km one way-1 day each way
- Member at Large-\$165 per meeting
- Mileage-CRA Rates
- Cell Phone Allowance-\$100
- Lodging
 - By Receipt or
 - \$50 per night if providing own accommodations
- Meals
 - By Receipt or
 - \$15 Breakfast, \$25 Lunch, \$30 Dinner
- Parking/Taxi-By Receipt

Carried

Resolution CM20181211.1015

Moved By: Councillor Darrell Younghans

to approve salary grid changes to align with job descriptions, as discussed during budget deliberations.

Carried

7. Delegation

7.1 11:00 a.m. - MS Society, Brenda Rosychuk

Brenda Rosychuk entered the Council Room at 11:22 a.m. to discuss the Annual Lakeland Jayman Built MS Walk. Ms. Rosychuk informed Council that their group has raised the highest per capita in Canada for the last ten years and they are continually working to get more people involved and increase the amount of money raised. She requested that the County consider entering a team for the walk and also requested a donation.

Following her presentation, Brenda Rosychuk left the Council Room at 11:34 a.m.

Resolution CM20181211.1006

Moved By: Councillor Kevin Wirsta

to approve a \$1,000 donation for the Annual Lakeland Jayman Built MS Walk to be held in May 2019.

Carried

7.2 11:30 a.m. - Lakeland Cross Country Ski Club

Pierre Lamoureux, President of the Lakeland Cross Country Ski Club entered the Council Room at 11:35 a.m.

Mr. Lamoureux then informed Council that they are looking for a new location for their Cross Country Ski Club as this is the last year they will be using the private property located at NE 29-58-9-W4. They requested that Council consider permitting them to groom ski trails at the Westcove Municipal Campground. They require the road into the campsite and the parking lot to be cleared and they will groom the trails.

The delegation left the Council Room at 11:54 a.m.

Resolution CM20181211.1007

Moved By: Councillor Laurent Amyotte

enter into an agreement with the Lakeland Cross Country Ski Club to use the Westcove Municipal Campground for the remainder of the current skiing season.

Carried

8. New Business

6. Business Arising from Minutes

6.1 Bylaw 2018-19 - Bylaw Enforcement Officer Bylaw

Resolution CM20181211.1016

Moved By: Councillor Laurent Amyotte

to give first reading to Bylaw 2018-19, Bylaw Enforcement Officer Bylaw.

Carried

Resolution CM20181211.1017

Moved By: Councillor Darrell Younghans

to give second reading to Bylaw 2018-19.

Carried

Resolution CM20181211.1018

Moved By: Councillor Maxine Fodness

to present Bylaw 2018-19 at this meeting for third reading.

Carried Unanimously

Resolution CM20181211.1019

Moved By: Councillor Dale Hedrick

to give third reading to Bylaw 2018-19.

Carried

6.2 Bylaw 2018-20 - Cannabis Consumption Bylaw

Resolution CM20181211.1020

Moved By: Councillor Darrell Younghans

to give second reading to Bylaw 2018-20, the Cannabis Consumption Bylaw.

Carried

Resolution CM20181211.1021

Moved By: Councillor Dale Hedrick

to give third reading to Bylaw 2018-20.

Carried

6.3 Bylaw 2018-21 - Bylaw to Rescind Undeveloped Road Allowance

Resolution CM20181211.1022

Moved By: Councillor Cliff Martin

to give second reading to Bylaw 2018-21 to Rescind Undeveloped Road Allowances.

Carried

Resolution CM20181211.1023

Moved By: Councillor Maxine Fodness

to give third reading to Bylaw 2018-21.

Carried

8. New Business

8.1 2019 Interim Municipal Budget

Resolution CM20181211.1024

Moved By: Councillor Maxine Fodness

to approve the interim budget for the year 2019, as per section 242(2) of the MGA

Operating and Capital Revenues	\$37,120,463
Debenture & Funding from Restricted Surplus	\$ 4,441,256
Operations Expenditures	\$ 29,348,117
Replacement Reserves	\$ 139,800
Debenture Repayment	\$ 773,359
Capital Expenditures	\$11,201,152
Surplus	\$ 99,921

Carried

8.2 2019 Library Board Budget

Resolution CM20181211.1025

Moved By: Councillor Laurent Amyotte

to approve the County of St. Paul Library Board's request for funding in the amount of \$133,954.82, an increase of \$15,000 from 2018.

Carried

8.3 Northern Lights Library Board Request for Funding Increase

Resolution CM20181211.1026

Moved By: Councillor Laurent Amyotte

to approve the proposed levy increase of \$0.08 per capita for the Northern Lights Library Board to \$5.15 effective January 1, 2019.

Carried

8.4 Bylaw 2018-22 - Non-Profit Community Organizations Tax Exemption Bylaw

Resolution CM20181211.1027

Moved By: Councillor Maxine Fodness

to give first reading to Bylaw 2018-22, Non-Profit Community Organizations Tax Exemption Bylaw.

Carried

Resolution CM20181211.1028

Moved By: Councillor Cliff Martin

to give second reading to Bylaw 2018-22.

Carried

Resolution CM20181211.1029

Moved By: Councillor Darrell Younghans

to present Bylaw 2018-22 for third reading.

Carried Unanimously

Resolution CM20181211.1030

Moved By: Councillor Laurent Amyotte

to give third reading to Bylaw 2018-22.

Carried

8.5 Bylaw 2018-23 - Borrowing Bylaw - Master Card Account

Resolution CM20181211.1031

Moved By: Councillor Dale Hedrick

to give first reading to Bylaw 2018-23, Master Card Borrowing Bylaw.

Carried

Resolution CM20181211.1032

Moved By: Councillor Laurent Amyotte

to give second reading to Bylaw 2018-23.

Carried

Resolution CM20181211.1033

Moved By: Councillor Cliff Martin

to present Bylaw 2018-23 for third reading.

Carried Unanimously

Resolution CM20181211.1034

Moved By: Councillor Darrell Younghans

to give third reading to Bylaw 2018-23.

Carried

8.6 County Credit Cards

Resolution CM20181211.1036

Moved By: Councillor Maxine Fodness

to approve Phyllis Corbiere, Janice Fodchuk and DD Skawronski for a County Credit Card for the 2019 calendar year, as per Policy ADM-77.

Carried

8.7 Bylaw 2018-24 - Borrowing Bylaw for Current Expenditures

Resolution CM20181211.1036

Moved By: Councillor Laurent Amyotte

to give first reading to Bylaw 2018-24, Borrowing Bylaw for Current Expenditures.

Carried

Resolution CM20181211.1037

Moved By: Councillor Dale Hedrick

to give second reading to Bylaw 2018-24.

Carried

Resolution CM20181211.1038

Moved By: Councillor Maxine Fodness

to present Bylaw 2018-24 for third reading.

Carried Unanimously

Resolution CM20181211.1039

Moved By: Councillor Cliff Martin

to give third reading to Bylaw 2018-24.

Carried

8.8 Bylaw 2018-25-Loan Guarantee on Behalf of the Elk Point Regional Allied Arts

Resolution CM20181211.1040

Moved By: Councillor Kevin Wirsta

to give first reading to Bylaw 2018-25, Elk Point Regional Allied Arts Loan Guarantee Bylaw.

Carried

Resolution CM20181211.1041

Moved By: Councillor Darrell Younghans

to give second reading to Bylaw 2018-25.

Carried

Resolution CM20181211.1042

Moved By: Councillor Laurent Amyotte

to present Bylaw 2018-25 for third reading.

Carried Unanimously

Resolution CM20181211.1043

Moved By: Councillor Dale Hedrick

to give third reading to Bylaw 2018-25.

Carried

8.9 Bylaw 2018-26 - Fee Schedule Bylaw

Resolution CM20181211.1044

Moved By: Councillor Maxine Fodness

to give first reading to Fee Schedule Bylaw 2018-26 with the following amendments:

- Remove 16' Landroller
- Add to Plastic Mulcher "for tree Planting"

Carried

Resolution CM20181211.1045

Moved By: Councillor Cliff Martin

to give second reading to Bylaw 2018-26.

Carried

Resolution CM20181211.1046

Moved By: Councillor Kevin Wirsta

to present Bylaw 2018-26 for third reading.

Carried Unanimously

Resolution CM20181211.1047

Moved By: Councillor Darrell Younghans

to give third reading to Bylaw 2018-26.

Carried

8.10 Bylaw 2018-27 Utility Bylaw

Resolution CM20181211.1048

Moved By: Councillor Dale Hedrick

to give first reading to Bylaw 2018-27, Utility Bylaw with amendments to the sewer flat rates as follows:

- Heritage Homes - 20054.1 - \$100
- Heritage Homes - 30012.1 - \$100
- Ashmont School - 30009.1 - \$600

Carried

Resolution CM20181211.1049

Moved By: Councillor Maxine Fodness

to give second reading to Bylaw 2018-27.

Carried

Resolution CM20181211.1050

Moved By: Councillor Cliff Martin

to present Bylaw 2018-27 for third reading.

Carried Unanimously

Resolution CM20181211.1051

Moved By: Councillor Kevin Wirsta

to give third reading to Bylaw 2018-27.

Carried

8.11 Bylaw 2018-28 - Borrowing Bylaw - Township Road 582

Resolution CM20181211.1052

Moved By: Councillor Laurent Amyotte

to give first reading to Bylaw 2018-28, Borrowing Bylaw for Township Road 582.

Carried

8.12 Bylaw 2018-29 - Inter-Municipal Subdivision and Development Appeal Board

Resolution CM20181211.1053

Moved By: Councillor Maxine Fodness

to give first reading to Bylaw 2018-29, the Inter-Municipal Subdivision and Development Appeal Board Bylaw, as per the recommendations of the Policy Committee.

Carried

Resolution CM20181211.1054

Moved By: Councillor Cliff Martin

to give second reading to Bylaw 2018-29.

Carried

Resolution CM20181211.1055

Moved By: Councillor Kevin Wirsta

to present Bylaw 2018-29 for third reading.

Carried Unanimously

Resolution CM20181211.1056

Moved By: Councillor Darrell Younghans

to give third reading to Bylaw 2018-29.

Carried

8.13 Inter-Municipal Subdivision and Development Appeal Board Agreement

Resolution CM20181211.1057

Moved By: Councillor Cliff Martin

to enter into an agreement with the Summer Village of Horseshoe Bay, the Town of Elk Point and the Town of St. Paul to establish an Inter-Municipal Subdivision and Development Appeal Board. The Agreement will take effect on January 15, 2019.

Carried

8.14 Inter-Municipal Subdivision and Development Appeal Board Members at Large

Resolution CM20181211.1058

Moved By: Councillor Laurent Amyotte

to readvertise for members to sit on the SDAB.

Carried

8.15 Procurement Policy ADM-26

Resolution CM20181211.1059

Moved By: Councillor Darrell Younghans

to approve Procurement Policy ADM-26, as per the recommendations of the Policy Committee.

Carried

8.16 Statutory and Declared Holidays Policy HR-30

Resolution CM20181211.1060

Moved By: Councillor Cliff Martin

to approve Policy HR-30, the Statutory and Declared Holidays Policy, as per the recommendations of the Policy Committee.

Carried

8.17 Private Gravel Sales Policy PW-59

Resolution CM20181211.1061

Moved By: Councillor Maxine Fodness

to approve Policy PW-59, the Private Gravel Sales Policy, as per the recommendations of the Policy Committee.

Carried

8.18 Council Remuneration and Expenses Policy ADM-81

Resolution CM20181211.1062

Moved By: Councillor Darrell Younghans

to approve Council Remuneration and Expenses Policy ADM-81, as amended.

Carried

8.19 Employee On-Call Policy HR-101

Resolution CM20181211.1063

Moved By: Councillor Cliff Martin

to approve Policy HR-101, the Employee On-Call policy with an amendment to include compensation for on-call Supervisors.

Carried

8.20 Social Media Policy ADM-129

Resolution CM20181211.1064

Moved By: Councillor Maxine Fodness

to approve Social Media Policy ADM-129, as recommended by the Policy Committee.

Carried

8.21 Employee Business Expenses Policy HR-131

Resolution CM20181211.1065

Moved By: Councillor Cliff Martin

to approve Policy ADM-131, the Employee Business Expenses Policy, as amended to align with Council compensation for lodging.

Carried

8.22 St. Paul Town and County Joint Fire Services Agreement

Resolution CM20181211.1066

Moved By: Councillor Darrell Younghans

to approve the St. Paul Town and County Joint Fire Services Agreement for a two-year term commencing January 1, 2019.

Carried

8.23 Purchase new Command Unit for St. Paul Fire Department

Resolution CM20181211.1067

Moved By: Councillor Dale Hedrick

to approve the purchase of a new command unit for the St. Paul Fire Department up to \$52,000 to be fully funded by the Alberta Transportation Highway Reserve Account.

Carried

8.24 2018 Allocation of Recreational Facilities Grants

Resolution CM20181211.1068

Moved By: Councillor Cliff Martin

to approve the allocation of the 2018 Recreational Facilities Grants as follows:

Ashmont Legion	\$2,400
Ashmont Seniors Club	\$2,400
Boscombe Community Hall	\$4,600
Camp Whitney Society	\$2,400
Cork Hall Association	\$2,400
Ferguson Flats Association	\$2,400
Frog Lake Community Club	\$2,400
Haying in the 30's	\$2,400

Heinsburg Community Club	\$4,600
Lac Sante Family Rec. Society	\$1,500
Mallaig & District Museum	\$2,400
Mallaig & District Seniors	\$4,600
Mallaig Chamber of Commerce	\$2,400
Mallaig Legion	\$4,600
McRae Recreation Centre	\$2,400
St. Lina Senior Dew Drop Inn Club	\$2,400
St. Vincent Recreation Centre	\$2,400
Sugden Community Centre	\$2,400
Riverview Seniors	\$730
Ashmont Ag Society	\$4,000
Elk Point Ag Society - A.G. Ross Arena	\$12,500
Elk Point Ag Society - Livestock Div.	\$3,000
Lac Bellevue Rec. & Ag. Society	\$4,500
Mallaig & District Ag Society	\$14,500
St. Lina Ag Society	\$3,000
St. Paul and District Ag Society	\$10,000
Stoney Lake Community Association	\$7,300

Carried

8.25 Elk Point Recreation Grant Funding

Resolution CM20181211.1069

Moved By: Councillor Kevin Wirsta

to allocate the Elk Point Recreation Grant funding as follows:

- \$2,000 - Elk Point Figure Skating Club
- \$8,000 - Elk Point Regional Allied Arts
- \$15,000 - CG Baker Arena
- \$18,000 - Elk Point Curling Club
- \$30,000 - AG Ross Arena

Carried

8.26 Request for Grant Funding - St. Paul Municipal Seed Cleaning Association

Resolution CM20181211.1070

Moved By: Councillor Laurent Amyotte

to approve a \$5500 grant for the St. Paul Municipal Seed Cleaning Association, to help offset their operating expenses.

Carried

8.27 Request for Funding - St. Paul 4-H Light Horse Club

Councillor Wirsta declared a conflict of interest and left the Council Room at 2:59 p.m. and reentered the Council room at 3:01 p.m. following the Council decision.

Resolution CM20181211.1071

Moved By: Councillor Maxine Fodness

to approve a donation of \$1500 for the St. Paul Light Horse 4-H Club.

Carried

8.28 Town of Elk Point Economic Development Committee

Resolution CM20181211.1072

Moved By: Councillor Cliff Martin

to table the CARES report until Council has the opportunity to review it.

Carried

8.29 Economic Developers Conference

Resolution CM20181211.1073

Moved By: Councillor Cliff Martin

to approve any Councillors and appropriate staff to attend the Economic Developers Alberta Conference to be held April 3-5, 2019 in Banff.

Carried

8.30 Agreement with Enterprise

Resolution CM20181211.1074

Moved By: Councillor Darrell Younghans

to approve Administration to enter into agreement with Enterprise Fleet Management to implement the leasing program for light trucks.

Carried

8.31 Pipe Locator

Resolution CM20181211.1075

Moved By: Councillor Dale Hedrick

to approve the purchase of the pipe locator up to \$10,000 to be paid from the 2018 Capital Budget, subject to a successful demo to staff.

Carried

8.32 Request to Permit Structures on Environmental Reserve - Carleton

Resolution CM20181211.1076

Moved By: Councillor Dale Hedrick

to enter into an encroachment agreement with the owner of Lot 30, Block 1, Plan 7620518 at Upper Mann Lake to accommodate the boathouse which is encroaching on Lot 43R, Block 1, Plan 7620518 at the owner's expense. Also that the owner be responsible to move the shed encroaching on the Municipal Reserve property.

Carried

8.33 December Public Works Meeting

Resolution CM20181211.1077

Moved By: Councillor Kevin Wirsta

to cancel the December 25, 2018 Public Works Meeting.

Carried

8.34 Management Definitions Policy HR-2

Resolution CM20181211.1078

Moved By: Councillor Darrell Younghans

to approve Management Definitions Policy HR-2, as recommended by the Policy Committee.

Carried

8.35 Rebranding

Resolution CM20181211.1079

Moved By: Councillor Darrell Younghans

to table discussions on rebranding to the January Council Meeting.

Carried

8.36 Funding for Mallaig Ag Society

Resolution CM20181211.1080

Moved By: Councillor Laurent Amyotte

to approve \$87,500 for the Mallaig Ag Society, to be paid from the 2018 budget.

Carried

10. Reports

10.1 CAO Report

Resolution CM20181211.1083

Moved By: Councillor Cliff Martin

to accept the CAO Report as presented.

Carried

Resolution CM20181211.1084

Moved By: Councillor Darrell Younghans

to change the speed limit on the Moosehills Road for the gravel portion of the road only.

Carried

12. Financial

12.1 Budget to Actual

Resolution CM20181211.1085

Moved By: Councillor Maxine Fodness

to approve the budget to actual as of November 30, 2018.

Carried

12.2 Listing of Accounts Payable

Resolution CM20181211.1086

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>
21972	Nov. 5, 2018	Direct Deposit	\$61,668.86
21976	Nov. 7, 2018	32506-32585	\$937,056.29
21963	Nov. 13, 2018	Direct Deposit	\$102,449.20
21992	Nov. 14, 2018	32586-32635	\$160,434.50
21975	Nov. 15, 2018	Direct Deposit	\$178,258.46
21985	Nov. 15, 2018	Direct Deposit	\$ 273.75
21991	Nov. 15, 2018	Direct Deposit	\$336,160.26
22001	Nov. 16, 2018	Direct Deposit	\$ 92,482.00
22005	Nov. 19, 2018	Direct Deposit	\$ 3,000.00
22013	Nov. 23, 2018	32636 - 32679	\$552,104.15
22030	Nov. 29, 2018	Direct Deposit	\$ 18,835.46
22033	Nov. 30, 2019	32680-32723	\$958,449.01

Carried

12.3 Council Fees

Resolution CM20181211.1087

Moved By: Councillor Laurent Amyotte

to approve the Council Fees for the Months of November and December, 2018 as circulated.

Carried

13. Adjournment

Business on the agenda being concluded, Chairman S. Upham adjourned the meeting.

Time: 3:57 p.m.

Reeve

Chief Administrative Officer