



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

Special Meeting - December 18

Friday, December 18, 2015

Start time 10:00 AM

AGENDA

1. **Call to Order**
2. **Additions to the Agenda and Acceptance of Agenda**
3. **Agenda Items**
 - 3.1. **In Camera Item**
 - 3.2. **2016 Interim Municipal Budget**
 - 3.3. **Tractor for Ag Service Board**
 - 3.4. **Agreement with Haying in the 30s**
 - 3.5. **Agreement with Muni Corr**
 - 3.6. **Bylaw No. 2015-27 - Borrowing Bylaw - Waterline**
 - 3.7. **Bylaw No. 2015-28 - Borrowing Bylaw Ashmont Lagoon & Wastewater Transfer Station**
 - 3.8. **2016 Library Board Budget**
 - 3.9. **RFP For Banking Services**
 - 3.10. **Bylaw No. 2015-32 - Borrowing Bylaw - Current Expenditures**
 - 3.11. **Bylaw No. 2015-33 - Borrowing Bylaw - Master Card Account**
 - 3.12. **RFP for IT Services**
 - 3.13. **Gravel for Town of Elk Point**
 - 3.14. **Quotes for 1/2 Ton Trucks for Public Works Department**
 - 3.15. **Elk Point Curling Club**
 - 3.16. **Property Taxes on Roll 66610001**
4. **Adjournment**

skitz

3. Agenda Items

- 3.1. IN CAMERA ITEM
- 3.2. 2016 INTERIM MUNICIPAL BUDGET
- 3.3. TRACTOR FOR AG SERVICE BOARD
- 3.4. AGREEMENT WITH HAYING IN THE 30S
- 3.5. AGREEMENT WITH MUNI CORR
- 3.6. BYLAW NO. 2015-27 - BORROWING BYLAW -
WATERLINE
- 3.7. BYLAW NO. 2015-28 - BORROWING BYLAW
ASHMONT LAGOON & WASTEWATER TRANSFER
STATION
- 3.8. 2016 LIBRARY BOARD BUDGET
- 3.9. RFP FOR BANKING SERVICES
- 3.10. BYLAW NO. 2015-32 - BORROWING BYLAW -
CURRENT EXPENDITURES
- 3.11. BYLAW NO. 2015-33 - BORROWING BYLAW -
MASTER CARD ACCOUNT
- 3.12. RFP FOR IT SERVICES
- 3.13. GRAVEL FOR TOWN OF ELK POINT
- 3.14. QUOTES FOR 1/2 TON TRUCKS FOR PUBLIC
WORKS DEPARTMENT
- 3.15. ELK POINT CURLING CLUB
- 3.16. PROPERTY TAXES ON ROLL 66610001



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

Issue Summary Report

3.1. In Camera Item

#20151216014

Meeting : Special Meeting - December 18

Meeting Date : 2015/12/18 10:00

Meeting Type : Special Meeting

Background

In Camera Item to be presented at the Council meeting.

Recommendation

Motion to go in camera as per Section 17 - Personal Privacy of the FOIP Act.

Additional Information

Originated By : pcorbiere



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Issue Summary Report

3.2. 2016 Interim Municipal Budget

#20151202005

Meeting : Special Meeting - December 18

Meeting Date : 2015/12/18 10:00

Meeting Type : Special Meeting

Background

The interim Operating and Capital Budget estimated numbers for 2016 are as follows:

Operating and Capital Revenues	\$39,261,794
Debenture & Funding from Restricted Surplus	\$ 3,054,869
Operations Expenditures	\$24,717,770
Debenture Repayment	\$ 1,638,310
Capital Expenditures	\$15,932,600

Section 242(2) of the M.G.A. states that Council may adopt an interim operating budget for part of a calendar year.

Recommendation

To approve the interim budget for the year 2016, as per section 242(2) of the M.G.A.:

Operating and Capital Revenues	\$39,261,794
Debenture & Funding from Restricted Surplus	\$ 3,054,869
Operations Expenditures	\$24,717,770
Debenture Repayment	\$ 1,638,310
Capital Expenditures	\$15,932,600

Additional Information

Originated By : skitz



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Issue Summary Report

3.3. Tractor for Ag Service Board

#20151216004

Meeting : Special Meeting - December 18

Meeting Date : 2015/12/18 10:00

Meeting Type : Special Meeting

Background

Further to discussions during the budget meeting, attached is the tractor comparison to replace the JD 7200 used by the Ag Service Board.

Recommendation

Administration is recommending to approve the purchase of the Massey MF6615 with loader for \$108,950 which includes a trade in value of \$32,500 for the JD 7200.

Additional Information

Originated By : pcorbiere

County of St. Paul - Tractor Comparison

Kabota M6-141	New Holland T6.175	Massey MF6615	John Deere - 6155M
133 hp / 114 at PTO	140 hp / 120 at PTO	135 hp / 110 at PTO	155 hp / 121 at PTO
6.1 L / 4 cyl	6.7 L / 6cyl	4.9 L / 4cyl	6.8L / 6 cyl

Base Weight

10,880 lbs	11,045	12,500	13,073
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Weight with Wheel Weights (Bucket & filled tires weight not included)

11,960	11,903	14,700	
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Transmission

Intelli Shift - 24 spd	16 spd Electroshift	Dyna 4 / 16 spd	Auto Quad plus / 20spd
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Hydraulic System

20.4 GPM	26.5 GPM	29 GPM	30.1 GPM
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Warranty

2yr - 2000 hr	2yr - 2000hr	2yr - 2000hr	2yr - 2000hr
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Price

\$123,739 (w/loader)	\$157,000 (w/loader)	\$137,500 (w/loader)	\$173,745 (w/loader)
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J.D. 7200 Trade Value

\$25,000	\$34,000	\$32,500	\$14,000
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Price with Trade In:

\$98,739	\$123,000	\$108,950	\$159,745
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Complete with

- a) bucket & grapple
- b) front fenders
- c) wheel weights

Complete with

- a) bucket & grapple
- b) front fenders
- c) wheel weights

Complete with

- a) bucket & grapple
- b) front fenders
- c) wheel weights

Complete with

- a) bucket & grapple



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Issue Summary Report

3.4. Agreement with Haying in the 30s

#20151216010

Meeting : Special Meeting - December 18

Meeting Date : 2015/12/18 10:00

Meeting Type : Special Meeting

Background

At the December Council meeting, Council tabled a decision on the lease with Haying in the 30s so it could be amended to include a restriction where permanent structures can only be erected on the 80 acre parcel (SE 24-60-10-W4) and a clause which allows the municipality to expand their infrastructure on the NE 24-60-10-W4 in the future, if required.

A copy of the proposed new lease is attached. The amendments are in red.

Recommendation

Administration is recommending to approve the 25 year lease with Haying in the 30s for 80 acres in SE 24-60-10-W4 and 44.24 acres in NE 24-60-10-W4 commencing January 1, 2016.

Additional Information

Originated By : pcorbiere

Appendix 1 for 3.4.: Haying in the 30s Lease

THIS INDENTURE made in duplicate this ____ day of December A.D., 2015.

Between:

THE COUNTY OF ST. PAUL NO. 19

St. Paul, Alberta
(hereinafter called the "Lessor")

- and -

HAYING IN THE 30s CANCER SUPPORT SOCIETY

**BOX 35
MALLAIG, ALBERTA T0A 2K0**

(hereinafter called the "Lessee")

THE LESSOR, pursuant to, by virtue of, and subject to the provision of the Municipal Government Act, being Chapter M-26, of the Revised Statutes of Alberta, 2000, and amendments thereto, HEREBY LEASES to the Lessee the following lands, namely:

**SE 24-60-10-4 – 80.00 acres
NE 24-60-10-4 – 44.24 acres**

containing **124.24** acres, more or less, reserving unto her Majesty, all mines and minerals (the "Lands"), for a period of **twenty five years**, commencing the first day of January, 2016, and expiring on the thirty-first day of December, 2040 at a yearly rental fee of **no charge (\$0)**.

THE LESSEE covenants and agrees with the Lessor as follows:

1. That the Lessee will not without written consent or approval of the Lessor assign or sublease any part of the Lands or premises.
2. That the Lessee agrees to utilize the Lands for agricultural purposes only:
____ Grazing Lease; ____ Cultivation Lease; X Other (Specify)

Haying in the 30s will use the property for their annual agricultural festival that raises money in support of cancer victims' expenses for treatment.

3. That this Lease is granted subject to the cancellation of the Lease by the Lessor at any time during the term hereby granted, provided:
 - a) that all compensation and payment paid by an oil or gas or exploration or utility company whatever, or similar company, for compensation or payment of or for right of way rights, usage rights, easement rights, damage claims, damages in lieu of crop damage or any other or other similar compensation for payment for claim whatever small belong to the Lessor absolutely without recourse or indemnity by the Lessor to the Lessee herein. The Lessor further reserves the right to reduce the number of acres being rented herein to accommodate or complete any agreements with any of the said companies for the above purposes without reduction of the rental herein.

- b) that the Lessee will indemnify and save harmless the Lessor from and against all actions and claims for damage arising from use of the Lands under this Lease and from any improvements made by him on the Lands.
 - c) shall maintain the Lands in good condition and repair and shall be responsible to control weeds on and control excessive dust from the Lands.
 - d) shall at all times during the continuance of the Term hereby demised, keep, and at the expiry or termination thereof, yield the Lands, in a good and clean condition.
 - e) shall use the Lands for the permitted use and for no other use whatsoever.
4. The Lessee shall have the right from time to time at its own expense to make such changes, additions and improvements (including brushing) to the Lands as the Lessee may think necessary, subject to the following conditions:
- a) The Lessee shall submit to the Lessor a plan for any permanent changes to the landscape or grade of the land.
 - b) The Lessee will not erect any improvements on the NE 24-60-10-4 (44.24 acres) portion of land. If the Lessee wishes to use this parcel to erect any improvements, they may make a request to the County in writing.
5. The Lessee shall have the right to post the Lands to prohibit trespassing.
6. The Lessee shall, at its own expense, provide and maintain in force during the Term hereof comprehensive general public liability insurance (the "Liability Insurance") covering personal and bodily injury, death, and property damage on an occurrence basis with respect to the activities of the Lessee or its employees, invitees, or patrons carried on, in or from the Lands of not less than \$2 MILLION (\$2,000,000.00) or for such greater amount as the Lessor may reasonably require. The Lessee shall, within thirty (30) days of the date of such request, provide to the Lessor a certified copy of the required insurance policy.
7. The Liability Insurance shall:
- a) name the Lessor as an insured;
 - b) be in a form satisfactory to the Lessor; and
 - c) waive any right to make claims against the Lessor to recover any amounts paid by the insurer.
8. The Lessee shall immediately advise the Lessor, and promptly thereafter by written notice confirm such advice to the Lessor, of any accident to or defect of or any damage or injury which has occurred to or on the Lands, or any part thereof, or howsoever caused, provided that nothing herein shall be construed so as to require repairs to be made to the Lands by the Lessor, except as expressly provided in this Lease.

9. The Lessor covenants and agrees with the Lessee as follows:
 - a) The Lessee, so long as not in default under this Lease, shall have quiet enjoyment of the said Lands and premises; and
 - b) The Lessee may, if not in default hereunder, remove all improvements made or placed on the Lands at any time within two (2) years after the expiry, sale or cancellation of the lease as aforesaid. The Lessee shall in such removal do no damage to the Lands or shall promptly make good any damage which may be caused by the removal and restore them to their condition prior to such removal.
10. Provided the Lessee is at all times during the term in good standing under the terms of the Lease, the Lessor will not, under any circumstances, sell the lands SE 24-60-10-4 (80.00 acres) and NE 24-60-10-4 (44.24 acres) during the term of this lease, unless the Lessee agrees to terminate this lease or the Lessee's organization ceases to exist.
11. The Lessor has a waste transfer station and wastewater treatment facility in close proximity to the leased lands identified in this Agreement. If the Lessor requires any portion of these leased land for the purposes of expanding municipal infrastructure, the Lessor will be permitted to do so even if it reduces the area of land available to the Lessee.
12. This Lease may be terminated in the following manner:
 - a) In writing upon mutual agreement of the parties;
 - b) By the Lessee upon giving not less than two (2) years' notice to the Lessor, which may be waived, in whole or in part;
 - c) By the Lessor upon giving not less than two (2) years' notice to the Lessee; or
 - d) Immediately by the Lessor, in its sole discretion, without notice and without limiting any of its other rights and remedies if the Lessee at any time fails to comply with the terms, conditions or provisions of this Agreement.
13. This Lease and all the covenants herein contained shall enure to the benefit of and be binding upon the parties thereto, their heirs, executors, administrators, and assigns, respectively.
14. The Lessee hereby confirms that it has had the opportunity to obtain independent legal advice with respect to the terms of this Lease and confirms that this Lease has been executed freely, voluntarily, without duress, and with the full understanding of its contents and its final binding effect.
15. The Lessee does hereby accept this Lease of the Lands, to be held by him as tenant and subject to the conditions, restrictions and covenants implied and set forth above.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands and affixed their seals the day and year thereon first above written.

SIGNED, SEALED AND DELIVERED

COUNTY OF ST. PAUL NO. 19

in the presence of:

Reeve

County Chief Administrative Officer

Witness

Lessee (Haying in the 30s)

Appendix 1 for 3.4.: Haying in the 30s Lease

HAYING IN THE 30's LEASE – TOTAL - 124.24 ACRES (APPROXIMATELY)

SE-24-60-10-4- 80.00 ACRES

N.E. 24-60-10-4- 44.24 ACRES (APPROXIMATELY)





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Issue Summary Report

3.5. Agreement with Muni Corr

#20151216006

Meeting : Special Meeting - December 18

Meeting Date : 2015/12/18 10:00

Meeting Type : Special Meeting

Background

At Monday's meeting, Muni Corr approved the agreement with the County of St. Paul to install the water line within the Iron Horse Trail right-of-way from the Hamlet of Ashmont to Spedden. A copy of the agreement is attached.

Recommendation

Administration is recommending to approve the agreement with North East Muni Corr Ltd. to install the water line within the Iron Horse right-of-way from Spedden to Ashmont.

Additional Information

Originated By : pcorbiere



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

3.6. Bylaw No. 2015-27 - Borrowing Bylaw - Waterline

#20151202004

Meeting : Special Meeting - December 18

Meeting Date : 2015/12/18 10:00

Meeting Type : Special Meeting

Background

Bylaw No. 2015-27, as amended, is being presented to Council for second and third reading. A copy of the bylaw is attached.

Council gave first reading to Bylaw No. 2015-27 at the November 10th meeting. Prior to advertising, administration amended the preamble in the bylaw to provide a clearer description of the scope of the project. The bylaw was then advertised, as amended, in the St. Paul Journal and Elk Point Review the weeks of November 17 and 24, 2015 as per Section 606 of the M.G.A.

As per Section 231 of the M.G.A., electors had 15 days after the date of the last advertisement to file a petition against the proposed bylaw. The 15 day period ended December 9th.

After the Bylaw receives second and third reading there is a 30 day period for the public to appeal the decision through the courts.

Recommendation

Council to give second reading to Bylaw No. 2015-27, as amended.

Motion to give third reading to Bylaw No. 2015-27.

Additional Information

Originated By : pcorbiere

COUNTY OF ST. PAUL NO. 19

BY-LAW NO. 2015-27

A Bylaw of the County of St. Paul No. 19 in the Province of Alberta to incur indebtedness by the issuance of debenture(s) in the amount of \$963,201 for the purpose of ~~installing a water line from the Hamlet of Spedden~~ bringing water supply to the Hamlets of Ashmont/Lottie Lake.

WHEREAS the Council of the Municipality has decided to issue a bylaw pursuant to Section 258 of the Municipal Government Act to authorize financing ~~a water line from the Hamlet of Spedden to~~ the project that brings water supply to the Hamlets of Ashmont/Lottie Lake.

Plans and specifications have been prepared and the total cost of the project is estimated to be \$9,931,002 and the Municipality estimates the following grants and contributions will be applied to the project:

Provincial Funding	\$8,967,801
Debenture(s):	<u>\$ 963,201</u>
Total Cost:	\$9,931,002

In order to complete the project it will be necessary for the Municipality to borrow the sum of \$963,201, for a period not to exceed 30 years, from the Alberta Capital Finance Authority or another authorized financial institution, by the issuance of debentures and on the terms and conditions referred to in this bylaw.

The estimated lifetime of the project financed under this bylaw is equal to, or in excess of FORTY (40) years.

The principal amount of the outstanding debt of the Municipality at December 31, 2014 is \$12,735,060 and no part of the principal or interest is in arrears.

All required approvals for the project have been obtained and the project is in compliance with all Acts and Regulations of the Province of Alberta.

NOW, THEREFORE, THE COUNCIL OF THE MUNICIPALITY DULY ASSEMBLED, ENACTS AS FOLLOWS:

1. That for the purpose of ~~constructing a waterline from the Hamlet of Spedden to~~ bringing water supply to the Hamlets of Ashmont/Lottie Lake the sum of NINE HUNDRED AND SIXTY THREE THOUSAND TWO HUNDRED AND ONE DOLLARS (\$963,201) be borrowed from the Alberta Capital Finance Authority or another authorized financial institution by way of debenture on the credit and security of the Municipality at large, of which amount the full sum of \$963,201 is to be paid by the Municipality at large.
2. The proper officers of the Municipality are hereby authorized to issue debenture(s) on behalf of the Municipality for the amount and purpose as authorized by this bylaw, namely ~~the construction of the waterline to~~ bringing water supply to the Hamlets of Ashmont/Lottie Lake.
3. The Municipality shall repay the indebtedness according to the repayment structure in effect, namely semi-annual or annual equal payments of combined principal and interest instalments not to exceed THIRTY (30) years calculated at a rate not exceeding the interest rate fixed by the Alberta Capital Finance Authority or another authorized financial institution on the date of the borrowing, and not to exceed EIGHT (8) percent.
4. The Municipality shall levy and raise in each year municipal taxes sufficient to pay the indebtedness.

Bylaw No. 2015-27
Page 2

- 5. The indebtedness shall be contracted on the credit and security of the Municipality.
- 6. The net amount borrowed under the bylaw shall be applied only to the project specified by this bylaw.
- 7. This bylaw comes into force on the date it is passed.

Read a first time this 10th day of November, 2015.

Advertised the 17th day of November, 2015 and the 24th day of November, 2015 in the St. Paul Journal and Elk Point Review.

Read a second time this day of , 2015.

Read a third time this day of , 2015.

Reeve

Chief Administrative Officer



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Issue Summary Report

3.7. Bylaw No. 2015-28 - Borrowing Bylaw Ashmont Lagoon & Wastewater Transfer Station

#20151216009

Meeting : Special Meeting - December 18

Meeting Date : 2015/12/18 10:00

Meeting Type : Special Meeting

Background

Bylaw No. 2015-28, as amended, is being presented to Council for second and third reading. A copy of the bylaw is attached.

Council gave first reading to Bylaw No. 2015-28 at the November 10th meeting. Prior to advertising, administration amended the preamble in the bylaw to provide a clearer description of the scope of the project. The bylaw was then advertised, as amended, in the St. Paul Journal and Elk Point Review the weeks of November 17 and 24, 2015 as per Section 606 of the M.G.A.

As per Section 231 of the M.G.A., electors had 15 days after the date of the last advertisement to file a petition against the proposed bylaw. The 15 day period ended on December 9th.

After the Bylaw receives second and third reading there is a 30 day period for the public to appeal the decision through the courts.

Recommendation

Council to give second reading to Bylaw No. 2015-28, as amended.

Motion to give third reading to Bylaw No. 2015-28.

Additional Information

Originated By : pcorbiere

COUNTY OF ST. PAUL NO. 19

BY-LAW NO. 2015-28

A Bylaw of the County of St. Paul No. 19 in the Province of Alberta to incur indebtedness by the issuance of debenture(s) in the amount of \$1,541,668 for the construction of a lagoon for the Hamlet of Ashmont and a wastewater transfer station.

WHEREAS the Council of the Municipality has decided to issue a bylaw pursuant to Section 258 of the Municipal Government Act to authorize the financing for the construction of a lagoon for the Hamlet of Ashmont and a wastewater transfer station.

Plans and specifications have been prepared and the total cost of the project is estimated to be \$5,150,000 and the Municipality estimates the following grants and contributions will be applied to the project:

Provincial Funding	\$1,716,666
Federal Funding	\$1,716,666
Contr. from Two Hills County:	\$ 175,000
Debenture(s):	<u>\$1,541,668</u>
Total Cost:	\$5,150,000

In order to complete the project it will be necessary for the Municipality to borrow the sum of \$1,541,668, for a period not to exceed 20 years, from the Alberta Capital Finance Authority or another authorized financial institution, by the issuance of debentures and on the terms and conditions referred to in this bylaw.

The estimated lifetime of the project financed under this bylaw is equal to, or in excess of FORTY (40) years.

The principal amount of the outstanding debt of the Municipality at December 31, 2014 is \$12,735,060 and no part of the principal or interest is in arrears.

All required approvals for the project have been obtained and the project is in compliance with all Acts and Regulations of the Province of Alberta.

NOW, THEREFORE, THE COUNCIL OF THE MUNICIPALITY DULY ASSEMBLED, ENACTS AS FOLLOWS:

1. That for the purpose of constructing a lagoon for the Hamlet of Ashmont and a wastewater transfer station the sum of ONE MILLION FIVE HUNDRED AND FORTY ONE THOUSAND, SIX HUNDRED AND SIXTY EIGHT DOLLARS (\$1,541,668) be borrowed from the Alberta Capital Finance Authority or another authorized financial institution by way of debenture on the credit and security of the Municipality at large, of which amount the full sum of \$1,541,668 is to be paid by the Municipality at large.
2. The proper officers of the Municipality are hereby authorized to issue debenture(s) on behalf of the Municipality for the amount and purpose as authorized by this bylaw, namely the construction of a lagoon for the Hamlet of Ashmont and a wastewater transfer station.
3. The Municipality shall repay the indebtedness according to the repayment structure in effect, namely semi-annual or annual equal payments of combined principal and interest instalments not to exceed TWENTY (20) years calculated at a rate not exceeding the interest rate fixed by the Alberta Capital Finance Authority or another authorized financial institution on the date of the borrowing, and not to exceed EIGHT (8) percent.
4. The Municipality shall levy and raise in each year municipal taxes sufficient

Bylaw No. 2015-28
Page 2

- to pay the indebtedness.
5. The indebtedness shall be contracted on the credit and security of the Municipality.
 6. The net amount borrowed under the bylaw shall be applied only to the project specified by this bylaw.
 7. This bylaw comes into force on the date it is passed.

Read a first time this 10th day of November, 2015.

Advertised the 17th day of November, 2015 and the 24th day of November, 2015 in the St. Paul Journal and Elk Point Review.

Read a second time this day of , 2015.

Read a third time this day of , 2015.

Reeve

Chief Administrative Officer



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Issue Summary Report

3.8. 2016 Library Board Budget

#20151216012

Meeting : Special Meeting - December 18

Meeting Date : 2015/12/18 10:00

Meeting Type : Special Meeting

Background

The 2016 Library Board Budget has been approved by the library board, see attached.

Funding provided to the library board in 2015 was \$118,954.82, \$37,303 of which was MSI Funding. \$118,954.82 is \$19.29 per capita.

The library board is requesting funding in the amount of \$118,954.82 for 2016.

Recommendation

Administration is recommending to approve the County Library Board's request for funding of \$118,954.82.

Additional Information

Originated By : pcorbiere

Appendix 1 for 3.8.: Budget

COUNTY OF ST. PAUL NO. 19 LIBRARY BOARD BUDGET 2016				
				2015
Cash on Hand				
			13,264.44	12,082.27
	Less 2014 Allocation Balances:		3,243.63	4,998.62
	Less Expenses to Year End		2,697.56	4,367.80
			7,323.25	2,715.85
Projected Revenue				
	County of St. Paul Grant-MSI Operating Grant		37,303.00	37,303.00
	County of St. Paul Grant-Additional Funding			40,000.00
	Proposed Funding 2016		81,651.82	41,651.82
			118,954.82	
	Provincial Grant		34,232.00	32,291.00
	G.S.T. Refund		800.00	500.00
	Interest		15.00	15.00
			161,325.07	154,476.67
Expenses Paid Out				
	Northern Lights Membership		31,271.76	30,039.75
	(\$5.07 Per Capita @ 6,168 Population Count 2014)			
	Service Agreements:			
	Elk Point		45,000.00	45,000.00
	St. Paul		45,000.00	45,000.00
	Allocation Funds:			
	Ashmont		5,000.00	5,000.00
	Mallaig		5,000.00	5,000.00
	Advertising		500.00	500.00
	ALTA Membership		150.00	125.00
	Bank Charge		50.00	50.00
	Board Conference		10,000.00	7,500.00
	Board Meetings		9,500.00	9,000.00
	Security Monitoring		900.00	900.00
	Office Supplies		150.00	150.00
	Staff Training/Travel		1,000.00	1,000.00
	GST		800.00	500.00
	Total Projected Expenses		154,321.76	149,764.75
	Balance of Budget Remaining		7,003.31	4,711.92
	County Per Capita Funding - Pop.Count - 6,168		19.29	19.29
	Provincial Average-Municipal Library Fund			



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Issue Summary Report

3.9. RFP For Banking Services

#20151216013

Meeting : Special Meeting - December 18

Meeting Date : 2015/12/18 10:00

Meeting Type : Special Meeting

Background

Administration sent out a Request for Proposal for Banking Services to the four banks in the Town of St. Paul, for a three year agreement. We received replies from Servus Credit Union, ATB Financial and TD Canada Trust.

Administration has completed a comparison on the services and rates provided by the three different institutions. Based on our analysis, we are recommending approval of an agreement with Servus Credit Union.

Recommendation

Based on a comparison of the three institutions, administration is recommending to enter into a three year agreement with Servus Credit Union for banking services commencing January 1, 2016.

Additional Information

Originated By : skitz



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Issue Summary Report

3.10. Bylaw No. 2015-32 - Borrowing Bylaw - Current Expenditures #20151202002

Meeting : Special Meeting - December 18

Meeting Date : 2015/12/18 10:00

Meeting Type : Special Meeting

Background

Bylaw No. 2015-32, Borrowing Bylaw, is being presented to Council to authorize borrowings of up to Seven Million Dollars (\$7,000,000) from the Servus Credit Union to finance the short term operations of the County for the financial year commencing January 1, 2016. This bylaw must be approved annually.

Section 187 of the M.G.A. requires that every proposed bylaw must have 3 distinct and separate readings.

Recommendation

Motion to give first reading to Bylaw No. 2015-32, Short Term Borrowing for Current Expenditures.

Motion to give second reading to Bylaw No. 2015-32.

Motion to present Bylaw No. 2015-32 at this meeting for third and final reading.

Council to give third reading to Bylaw No. 2015-32.

Additional Information

Originated By : pcorbiere

BORROWING BYLAW

MUNICIPAL - CURRENT EXPENDITURES

BYLAW NO. 2015-32

A BYLAW OF THE COUNTY OF ST. PAUL NO. 19 IN THE PROVINCE OF ALBERTA

WHEREAS the Council of the County of St. Paul No. 19 (hereafter called the "Corporation") in the Province of Alberta considers it necessary to borrow certain sums of money from time to time to meet current expenditures of the Corporation for its financial year commencing **January 1, 2016**.

NOW THEREFORE, pursuant to the provisions of the Municipal Government Act and/or the County Act, it is hereby enacted by the Council of the Corporation as a Bylaw that:

1. The Corporation do borrow from Servus Credit Union Ltd., (hereafter called "Servus Credit Union") sums of money from time to time in the said financial year as required to meet current expenditures of the Corporation in the said financial year, provided that the total principal amount owed to Servus Credit Union at any one time hereunder shall not exceed the sum of **SEVEN MILLION DOLLARS (\$7,000,000.00)**.

2. The Mayor (or Reeve in the case of a County, if that person has the same functions and powers as a Mayor of a Municipality) and Treasurer be and they are hereby authorized for and on behalf of the Corporation:

(a) to apply to Servus Credit Union for the aforesaid loan to the Corporation; and

(b) to obtain advance of monies from Servus Credit Union in the said financial year by way of an overdraft on the Corporation's account at Servus Credit Union or pursuant to promissory notes or other evidence of indebtedness, as may be permitted or required by Servus Credit Union; and

(c) to execute on behalf of the Corporation such bills, debentures, promissory notes or similar forms of obligation as Servus Credit Union may require as evidence of and security for all sums borrowed hereunder;

and each document executed as foresaid shall be valid and binding upon the Corporation according to its tenor, and Servus Credit Union shall never be bound to inquire whether such officers are observing the limitations on their authority as set forth in this Bylaw.

3. Notwithstanding the foregoing, the Mayor (or Reeve) and Treasurer shall apply such part of the foregoing sum authorized to be borrowed in repayment of previous borrowings of the Corporation such that all amounts borrowed and outstanding by the Corporation at any one time to Servus Credit Union and to all other persons, firms and corporations shall not exceed the amount of the taxes levied or estimated to be levied by the Corporation for the said financial year.

4. All sums borrowed as aforesaid or so much thereof as from time to time remain unpaid shall bear interest at a rate per annum equal to the Prime Lending Rate established from time to time by Servus Credit Union and such interest shall be calculated and due and payable monthly.

5. All sums authorized to be borrowed hereunder, including interest, shall be due and payable in full no later than December 31st of the said financial year, unless hereafter extended by authority of the Council of the Corporation.

6. As security for payment of money borrowed hereunder, the Corporation hereby charges to and in favor of Servus Credit Union the whole of the taxes levied or to be levied by the Corporation, requisitions made or to be made by the Corporation and all other money due or accruing due to the Corporation, and the Mayor or Reeve and Treasurer of the Corporation are hereby authorized on behalf and in the name of the Corporation to execute and deliver to Servus Credit Union such security documents as Servus Credit Union may require in relation to the foregoing charge. The said charge shall be collateral to the obligation of the Corporation to repay with interest all sums borrowed from Servus Credit Union and Servus Credit Union shall not be bound to recover any such taxes, requisitions or other monies before being entitled to payment from the Corporation.

7. The repayment of the money borrowed hereunder shall come from taxes collected for the current fiscal year and will be repaid to the Servus Credit Union by June 30 of that year.

8. In the event the Council of the Corporation decides to extend the said sum and Servus Credit Union is prepared to extend the said loan, any renewal or extended bill, debenture, promissory note or other obligation executed by the officers designated in paragraph 2 hereof and delivered to Servus Credit Union shall be valid and conclusive proof as against the Corporation of the decision to extend the loan in accordance with the terms of such renewal or extension bill, debenture, promissory note or other obligation, and Servus Credit Union shall not be bound to inquire into the authority of such officers to execute and delivery any such renewal or extension document.

9. Bylaw No. 2014-37 is hereby repealed.

10. This Bylaw comes into force on the final passing thereof.

CERTIFICATE

WE HEREBY CERTIFY that the foregoing Bylaw was duly passed and enacted by the Council of the Corporation therein mentioned at a duly and regularly constituted meeting thereof held on the **18th DAY OF DECEMBER, 2015** at which a quorum was present, as entered in the minutes of the said Council, and the said Bylaw is in full force and effect.

WITNESS our hands and the seal of the Corporation this 18th day of December, 2015.

Read a first time in Council this 18th day of December, A.D. 2015.

Read a second time in Council this 18th day of December, A.D. 2015.

Read a third time in Council this 18th day of December, A.D. 2015 and duly passed this 18th day of December, A.D. 2015.

Reeve

Chief Administrative Officer



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

Issue Summary Report

3.11. Bylaw No. 2015-33 - Borrowing Bylaw - Master Card Account #20151216011

Meeting : Special Meeting - December 18

Meeting Date : 2015/12/18 10:00

Meeting Type : Special Meeting

Background

Bylaw No. 2015-33, Borrowing Bylaw, is being presented to Council to authorize borrowings of up to Twenty Thousand Dollars (\$20,000) from the Servus Credit Union to finance the Master Card Account for the financial year commencing January, 2016. This Bylaw must be approved by Council every year.

Section 187 of the M.G.A. requires that every proposed bylaw must have 3 distinct and separate readings.

Recommendation

Motion to give first reading to Bylaw No. 2015-33, Master Card Borrowing Bylaw.

Motion to give second reading to Bylaw No. 2015-33.

Motion to present Bylaw No. 2015-33 at this meeting for third and final reading.

Motion to give third and final reading to Bylaw No. 2015-33.

Additional Information

Originated By : pcorbiere

**BORROWING BYLAW
MUNICIPAL - CURRENT EXPENDITURES**

MASTER CARD ACCOUNT

BYLAW NO. 2015-33

A BYLAW OF THE COUNTY OF ST. PAUL NO. 19 IN THE PROVINCE OF ALBERTA

WHEREAS the Council of the County of St. Paul No. 19 (hereafter called the "Corporation") in the Province of Alberta considers it necessary to borrow certain sums of money from time to time to meet current expenditures for the County of St. Paul Master Card Account for its financial year commencing **January 1, 2016**.

NOW THEREFORE, pursuant to the provisions of the Municipal Government Act and/or the County Act, it is hereby enacted by the Council of the Corporation as a Bylaw that:

1. The Corporation do borrow from Servus Credit Union Ltd., (hereafter called "Servus Credit Union") sums of money from time to time in the said financial year as required to meet current expenditures of the Corporation in the said financial year, provided that the total principal amount owed to Servus Credit Union at any one time hereunder shall not exceed the sum of **TWENTY THOUSAND DOLLARS (\$20,000.00)**.

2. The Mayor (or Reeve in the case of a County, if that person has the same functions and powers as a Mayor of a Municipality) and Treasurer be and they are hereby authorized for and on behalf of the Corporation:

(a) to apply to Servus Credit Union for the aforesaid loan to the Corporation; and

(b) to obtain advance of monies from Servus Credit Union in the said financial year through use of the Servus Credit Union Master Card, on a revolving basis; and

(c) to execute on behalf of the Corporation such bills, debentures, promissory notes or similar forms of obligation as Servus Credit Union may require as evidence of and security for all sums borrowed hereunder;

and each document executed as foresaid shall be valid and binding upon the Corporation according to its tenor, and Servus Credit Union shall never be bound to inquire whether such officers are observing the limitations on their authority as set forth in this Bylaw.

3. Notwithstanding the foregoing, the Mayor (or Reeve) and Treasurer shall apply such part of the foregoing sum authorized to be borrowed in repayment of previous borrowings of the Corporation such that all amounts borrowed and outstanding by the Corporation at any one time to Servus Credit Union and to all other persons, firms and corporations shall not exceed the amount of the taxes levied or estimated to be levied by the Corporation for the said financial year.
4. All sums borrowed as aforesaid or so much thereof as from time to time remain unpaid shall bear interest at a rate as prescribed by Master Card and such interest shall be calculated and due and payable monthly.
5. All sums authorized to be borrowed hereunder, including interest, shall be due and payable in full no later than December 31st of the said financial year, unless hereafter extended by authority of the Council of the Corporation.
6. As security for payment of money borrowed hereunder, the Corporation hereby charges to and in favor of Servus Credit Union the whole of the taxes levied or to be levied by the Corporation, requisitions made or to be made by the Corporation and all other money due or accruing due to the Corporation, and the Mayor or Reeve and Treasurer of the Corporation are hereby authorized on behalf and in the name of the Corporation to execute and deliver to Servus Credit Union such security documents as Servus Credit Union may require in relation to the foregoing charge. The said charge shall be collateral to the obligation of the Corporation to repay with interest all sums borrowed from Servus Credit Union and Servus Credit Union shall not be bound to recover any such taxes, requisitions or other monies before being entitled to payment from the Corporation.
7. In the event the Council of the Corporation decides to extend the said sum and Servus Credit Union is prepared to extend the said loan, any renewal or extended bill, debenture, promissory note or other obligation executed by the officers designated in paragraph 2 hereof and delivered to Servus Credit Union shall be valid and conclusive proof as against the Corporation of the decision to extend the loan in accordance with the terms of such renewal or extension bill, debenture, promissory note or other obligation, and Servus Credit Union shall not be bound to inquire into the authority of such officers to execute and delivery any such renewal or extension document.
8. Bylaw No. 2014-36 is hereby repealed
9. This Bylaw comes into force on the final passing thereof.

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CERTIFICATE

WE HEREBY CERTIFY that the foregoing Bylaw was duly passed and enacted by the Council of the Corporation therein mentioned at a duly and regularly constituted meeting thereof held on the **18th DAY OF DECEMBER, 2015** at which a quorum was present, as entered in the minutes of the said Council, and the said Bylaw is in full force and effect.

WITNESS our hands and the seal of the Corporation this 18th day of December, 2015.

Read a first time in Council this 18th day of December, A.D. 2015.

Read a second time in Council this 18th day of December, A.D. 2015.

Read a third time in Council this 18th day of December, A.D. 2015 and duly passed this 18th day of December, A.D. 2014.

Reeve

Chief Administrative Officer



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Issue Summary Report

3.12. RFP for IT Services

#20151216007

Meeting : Special Meeting - December 18

Meeting Date : 2015/12/18 10:00

Meeting Type : Special Meeting

Background

In October 2015, Administration sent out an RFP for IT Services for the County. We received four responses to the RFP. Responses were received from:

Trinus Technologies Inc.

GA Systems Inc.

Microage - St. Paul

Kihew Technologies LP (KTI Data Center)

With the assistance of Accurate Assessment IT staff, Administration have reviewed the submitted proposals. As well references were checked for the preferred respondent with positive feedback. As per our budget deliberations, Administration has included the required fees for the preferred respondent in the 2016 Interim Budget.

Recommendation

That Council approve a four year agreement with Trinus Technologies Inc. for a Managed Solution including all computer hardware with an option to extend for one year.

Additional Information

Originated By : pcorbiere



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5015 - 49 Avenue, St. Paul, AB T0A 3A4
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Issue Summary Report

3.13. Gravel for Town of Elk Point

#20151216002

Meeting : Special Meeting - December 18

Meeting Date : 2015/12/18 10:00

Meeting Type : Special Meeting

Background

At the November Public Works meeting, Council approved providing the Town of Elk Point with 100 yards of sand and sell 410 yards of gravel at \$20/yard to be picked up. In conversation with the Town's CAO, Elk Point is requesting that Council reconsider the rate at which they will consider the sale of the 410 yards of gravel. The Town was hoping to reduce its cost for this in 2016.

Recommendation

Council to determine if they are willing to provide a lower rate for the cost of 410 yards of gravel.

Additional Information

Originated By : pcorbiere



Issue Summary Report

3.14. Quotes for 1/2 Ton Trucks for Public Works Department

#20151202016

Meeting : Special Meeting - December 18

Meeting Date : 2015/12/18 10:00

Meeting Type : Special Meeting

Background

Public Works has received the following quotes for the purchase of 1/2 ton trucks:

		<u>Ford</u>	<u>Chev</u>	<u>Dodge</u>
1/2 Ton 4 x 4 Crew Cab		\$38,340	\$37,656.25	\$37,546.00
Warranty	Full	3 Yrs/60,000 km	3 yrs/60,000 km	3 yrs/60,000 km
	Power Train	5 yrs/100,000 km	5 yrs/160,000 km	5 yrs/100,000 km
1 Ton 4x4 Crew Cab		\$39,230.00	\$36,741.02	\$38,301.00
1 Ton Dual Wheel 4x4 Chassis Regular Cab		\$30,975.00	\$32,978.25	\$38,364.00

Recommendation

Administration is recommending to approve the purchase of following trucks:

1 - 1/2 Ton 4x4 Crew Cab from St. Paul Dodge for \$37,546.00

1 - 1/2 Ton 4 x 4 Crew Cab from Smyl Motors for \$37,656.25

1 - 1 ton 4x4 Crew Cab from Smyl Motors for \$36,741.02

1 - 1 ton Dual Wheel 4x4 Chassis from Zarowny Motors for \$30,975.00

Additional Information

Originated By : pcorbiere



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

3.15. Elk Point Curling Club

#20151216005

Meeting : Special Meeting - December 18

Meeting Date : 2015/12/18 10:00

Meeting Type : Special Meeting

Background

The Elk Point Curling Club is requesting financial assistance to help pay for repairs to their boiler system. Total cost of the project was \$10,500, however they have some funding available to pay for part of the repairs. They are requesting \$8,000 to cover the shortfall.

The are revitalizing their curling club. The facility is used by the School and they currently have 13 teams in their league.

Recommendation

Administration is recommending to provide the Elk Point Curling Club with \$8,000 to fund the shortfall for the repairs to their boiler to be funded from the 2016 budget.

Additional Information

Originated By : pcorbiere



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Issue Summary Report

3.16. Property Taxes on Roll 66610001

#20151216003

Meeting : Special Meeting - December 18

Meeting Date : 2015/12/18 10:00

Meeting Type : Special Meeting

Background

M & E property taxes in the amount of \$236.19 for the 2014 taxation year are outstanding on roll 66610001. The equipment was removed so there were no taxes levied for 2015. The account is inactive, however it cannot be deleted from the tax system until there is a zero balance on the account. There is a process to recover taxes on M & E, however it would cost more to try and collect it than we would collect.

Section 347 of the M.G.A. allows a Council to cancel or refund all or part of a tax.

Recommendation

Administration is recommending to cancel the 2014 property taxes and penalties in the amount of \$236.19 on Roll 66610001, as per section of the M.G.A., as the account is no longer active.

Additional Information

Originated By : pcorbiere