



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

Regular Council Meeting

Tuesday, February 08, 2011

Start time 10:00 AM

AGENDA

1. **CALL TO ORDER**
2. **MINUTES**
3. **MINUTES APPROVAL**
 - 3.1 **REGULAR COUNCIL MEETING (2011/01/11)**
4. **BANK RECONCILIATION**
5. **ADDITIONS TO AGENDA AND ACCEPTANCE OF AGENDA**
6. **BUSINESS ARISING FROM MINUTES**
 - 6.1 **WASTE RECYCLING AGREEMENT WITH THE TOWN OF ST. PAUL**
 - 6.2 **REGIONAL ECONOMIC ADVISORY BOARD**
 - 6.3 **BYLAW NO. 1564 - LEASE LOT 28ER, BLOCK 2, PLAN 8023220**
 - 6.4 **REEVE AT LARGE PAY**
 - 6.5 **BEAVER RIVER WATERSHED ALLIANCE**
7. **DELEGATION**
 - 7.1 **11:00 A.M. - TIM LATIMER, PRESIDENT OF 1393145 ALBERTA LTD.**
8. **NEW BUSINESS**
 - 8.1 **2011 LAND LEASES**
 - 8.2 **ST. PAUL FARMERETTE CURLING BONSPIEL**
 - 8.3 **REQUEST FOR FUNDING - NORTH EAST ALBERTA TRACK CLUB**
 - 8.4 **TRANSPORTATION GRANT - ST. PAUL SENIOR CITIZENS CLUB**
 - 8.5 **FUNDING REQUEST ST. PAUL & DISTRICT CHAMBER OF COMMERCE**
 - 8.6 **BYLAW NO. 1565 - PENALTIES FOR UNPAID TAXES**
 - 8.7 **BYLAW NO. 1566 - REMOVAL OF MR DESIGNATION OF LOT 01MR, BLOCK 1, PLAN 8620943**
 - 8.8 **ST. PAUL TOWN & COUNTY FIRE SERVICES AGREEMENT** skitz
 - 8.9 **REGIONAL COLLABORATION GRANT - IDP WITH TOWN OF ELK POINT** skitz
 - 8.10 **RUSA EXECUTIVE MEETINGS**
 - 8.11 **PROVINCIAL ORTHO PROJECT MEETING**

- 8.12 TRAILS OF 1885 INPUT CONFERENCE
- 8.13 2011 RMRF MUNICIPAL LAW SEMINAR
- 8.14 MICHELIN SAFETY TRAINING & COST OF OWNERSHIP TOUR
- 8.15 AAMD&C MUNICIPAL SPRING CONVENTION
- 8.16 AAMD&C CONVENTION - MEETING WITH RCMP
- 8.17 GROWING RURAL TOURISM CONFERENCE
- 8.18 MUNICIPAL ADMINISTRATION LEADERSHIP WORKSHOP
- 8.19 FCM ANNUAL CONFERENCE AND MUNICIPAL EXPO
- 8.20 DATE FOR PUBLIC AUCTION OF LANDS
- 8.21 SET DATE FOR BUDGET MEETING
- 8.22 DATE FOR MARCH PUBLIC WORKS MEETING
- 8.23 AAMDC STANDING ISSUES COMMITTEE skitz
- 8.24 VERMILION WATERSHED MANAGEMENT PROJECT
- 8.25 MUNICIPAL SUSTAINABILITY STRAGETY INPUT skitz
- 8.26 2010 MUNICIPAL ELECTION ISSUE skitz
- 8.27 ROAD DATA AGREEMENT
- 8.28 RADAR SPEED DIRECTORS
- 8.29 CHEMICAL BUILDING SHED
- 8.30 AMHSA - PARTNERSHIPS CERTIFICATE OF RECOGNITION
- 8.31 TRADE SHOWS FOR 2011
- 8.32 TAX PENALTY CANCELLATION
- 8.33 EVERGREEN WASTE MANAGEMENT COMMISSION - CHARGE FOR GARBAGE OVER 1000 KG skitz
- 8.34 ONION LAKE CREE NATION - CONSULTATION skitz
- 8.35 IN CAMERA
- 8.36 REQUEST FOR FUNDING - RACETTE PLAYGROUND EXPANSION
- 8.37 SUBDIVISION AND DEVELOPMENT APPEAL BOARD WORKSHOP
- 8.38 LETTER FROM SCHOOL BOARD - FSLW
- 8.39 ONION LAKE CREE NATION
- 9. CORRESPONDENCE
- 10. REPORTS
 - 10.1 JOINT HEALTH AND SAFETY COMMITTEE MEETING MINUTES - JAN. 6, 2011
 - 10.2 CAO REPORT
- 11. UPCOMING MEETINGS
 - 11.1 UPCOMING MEETINGS
- 12. FINANCIAL
 - 12.1 COUNCIL FEES
 - 12.2 ACCOUNTS PAYABLE
 - 12.3 BUDGET TO ACTUAL

13. **ADJOURNMENT**

3 Minutes Approval

3.1 REGULAR COUNCIL MEETING (2011/01/11)



Regular Council Meeting MINUTES

CALL TO ORDER

The 589th meeting of the Council of the County of St. Paul No. 19 was called to order by Reeve Steve Upham at 10:03 a.m. on Tuesday, January 11, 2011 at the County Office in St. Paul, there being present the following:

Steve Upham, Reeve	
Councillor Glen Ockerman	Division 1
Councillor Dwight Dach	Division 2
Councillor Cliff Martin	Division 3
Councillor Maxine Fodness	Division 4
Councillor Frank Sloan	Division 5
Councillor Alphonse Corbiere	Division 6
Sheila Kitz	CAO
Tim Mahdiuk	Assistant CAO
Phyllis Corbiere	Executive Assistant
Leo deMoissac	Public Works Superintendent
Shauna Burke	St. Paul Journal

1 Member of the Public

MINUTES

Resolution #CM20110111.2001

(Moved By: Councillor Cliff Martin)

Motion to approve the minutes of the regular Council Meeting held December 14, 2010 as presented.

CARRIED

Resolution #CM20110111.2002

(Moved By: Councillor Alphonse Corbiere)

Motion to approve the minutes of the Joint Public Hearing with the Town of St. Paul for the Inter Municipal Development Plan, which was held on January 5, 2011, as presented.

CARRIED

BANK RECONCILIATION

CAO Sheila Kitz presented Council with a preliminary bank reconciliation for the month of December, 2010. The final bank reconciliation will be presented at the February, 2011 Council meeting.

Resolution #CM20110111.2003

(Moved By: Councillor Maxine Fodness)

Motion to accept the preliminary bank reconciliation for the month of December, 2010 as information.

CARRIED

ADDITIONS TO AGENDA AND ACCEPTANCE OF AGENDA

The following additions were made to the agenda:

2. Minutes
 - b. January 5, 2011 Joint Public Hearing

7. New Business
 - ff. Elk Point Fire Hall
 - gg. St. Paul Junior Curling Association
 - hh. Emergency Public Warning System Workshop
 - ii. Sewage Disposal Contract
9. Councillor Reports
 - c. Community Futures - Upham/Fodness

Resolution #CM20110111.2004

(Moved By: Councillor Frank Sloan)

To adopt the agenda for the Regular Meeting of Council for January 11, 2011 with the above noted additions.

CARRIED

**BOARD MEMBER
AT LARGE FOR
SDAB**

Resolution #CM20110111.2005

Councillor C. Martin nominated Tom Kurek.

Councillor M. Fodness nominated Sylvia Harder.

Councillor A. Corbiere moved nominations cease. Carried.

After a vote by secret ballot, Tom Kurek was appointed as the Member-at-Large to the Subdivision and Development Appeal Board.

Motion by Councillor M. Fodness to Destroy the ballots.

CARRIED

**LAKELANDER'S
TRAILER CLUB**

Resolution #CM20110111.2006

(Moved By: Councillor Maxine Fodness)

Motion to accept the letter from the Lakelander's Trail Club advising Council that Sustainable Resources is willing to allow the club to construct their own road to the leased site. They are now in the process of getting quotes on the cost to build the road.

CARRIED

**RECYCLING
AGREEMENT -
ST. PAUL
TRANSFER
STATION**

Resolution #CM20110111.2007

(Moved By: Councillor Cliff Martin)

Motion to table the Recycling Agreement for the St. Paul Transfer Station to the February Council Meeting.

CARRIED

**EMERGING
TRENDS IN
MUNICIPAL LAW
SEMINAR 2011**

Resolution #CM20110111.2008

(Moved By: Councillor Alphonse Corbiere)

Motion to approve Dennis Bergheim and Krystle Fedoretz to attend the Emerging Trends in Municipal Law Seminar sponsored by Brownlee LLP on Thursday February 10, 2011 in Edmonton.

CARRIED

**ALBERTA'S IRON
HORSE TRAIL
ADMINISTRATIVE
PAYROLL
SERVICES
CONTRACT**

Resolution #CM20110111.2009

(Moved By: Councillor Dwight Dach)

Motion that Council renew the Payroll Services Contract with North East Muni-Corr Ltd. to continue providing payroll services for Alberta's Iron Horse Trail Administrative Coordinator position, for a term ending December 31, 2012.

CARRIED

**2011 LAND
LEASES**

Resolution #CM20110111.2010

(Moved By: Councillor Cliff Martin)

Motion to approve the following one year land leases for 2011:

PNE 8-56-4-W4

Craig Lorenson

NW 31-55-4-W4

Larry Bazian

SE 4-56-3-W4

James Boyd

PNW 34-56-5-W4

Lionel Romanchuk

SE 20-56-7-W4

Banana Hill Farms

Lot A, Plan 7620846 in

NW 20-56-10-W4	St. Paul Grazing Reserve Assn.
PNW 27-57-8-W4	Jean Fontaine
PNE 6-60-10-W4	Don Imeson
NW 34-62-10-W4	Mardell Thompson
NE 33-62-10-W4	Mardell Thompson
NE 34-62-10-W4	Mardell Thompson

CARRIED

**REQUEST TO
LEASE LOT 28ER,
BLOCK 2, PLAN
8023220**

Resolution #CM20110111.2011

(Moved By: Councillor Frank Sloan)

Motion that administration draft a bylaw in accordance with Section 676(1)(c) of the Municipal Government Act, which will authorize Council to lease the environmental reserve property for a maximum of 3 years. The Bylaw will be presented to Council at the February meeting for 1st reading.

CARRIED

**ADDITIONAL
NAMED INSURED
- CAMP WHITNEY
SOCIETY**

Resolution #CM20110111.2012

(Moved By: Councillor Alphonse Corbiere)

Motion to accept Camp Whitney Society as an Additional Named Insured under the County Insurance Policy and to acknowledge that Council is aware of Jubilee Insurance's concerns.

CARRIED

**LETTER OF
SUPPORT -
MALLAIG LEGION**

Resolution #CM20110111.2013

(Moved By: Councillor Frank Sloan)

Motion to ratify the letter of support for the Mallaig Legion for their grant through the New Horizons for Seniors Program for funding to commence Phase III of the Legion Hall repairs.

CARRIED

**NLLS BOARD
ORIENTATION**

Resolution #CM20110111.2014

(Moved By: Councillor Cliff Martin)

Motion to approve Councillor M. Fodness and Councillor D. Dach to attend the NLLS Board Orientation session on January 22, 2011 in Elk Point.

CARRIED

**HEAVY OIL
MEETING**

Resolution #CM20110111.2015

(Moved By: Councillor Glen Ockerman)

Motion that Administration schedule a meeting with the County of Vermilion River during the Ag Service Board Convention in January, to discuss their proposal to lobby for funding for road infrastructure.

CARRIED

**ECONOMIC
DEVELOPMENT
TRAINING FOR
ELECTED
OFFICIALS**

Resolution #CM20110111.2016

(Moved By: Councillor Maxine Fodness)

Motion to defer attendance at a course on Economic Development for Elected Officials, until later in the spring of 2011.

CARRIED

**EDA 2011
ANNUAL
PROFESSIONAL
CONFERENCE**

Resolution #CM20110111.2017

(Moved By: Councillor Maxine Fodness)

Motion to accept the brochure on the Economic Developers Alberta Conference as information.

CARRIED

**PRESENTATION
BY AEMA
EMERGENCY
MANAGEMENT
FIELD OFFICER**

Resolution #CM20110111.2018

(Moved By: Councillor Cliff Martin)

Motion to refer this item to Bryan Bepalko, Safety Supervisor, to set up a regional meeting with Dieter Langer, AEMA Emergency Management Field Officer for East Central Alberta, to give a presentation on Council Responsibilities Before, During and After Emergencies.

CARRIED

**2011 ASB
PROVINCIAL
CONFERENCE**

Resolution #CM20110111.2019

(Moved By: Councillor Maxine Fodness)

Motion to approve Sheila Kitz to attend the Banquet on Thursday, January 20th at the ASB Conference and the Bear Pit Session on Friday morning. Also to approve Leo deMoissac to attend the ASB Conference if there is a meeting scheduled with the County of Vermilion River to discuss heavy oil.

CARRIED

**2011 PROPOSED
PERMIT FEE
SCHEDULE**

Resolution #CM20110111.2020

(Moved By: Councillor Dwight Dach)

Motion to accept the rate increases as outlined on the 2011 Permit Fee Schedule, as per the recommendations of the Safety Codes Committee. A copy of the fee schedule is enclosed with and forms part of these minutes.

CARRIED

**COUNTY
LIBRARY BOARD
- THANK YOU
LETTER**

Resolution #CM20110111.2021

(Moved By: Councillor Dwight Dach)

Motion to accept the letter from the County of St. Paul Library Board as information. The letter is thanking Council for their continued support of community libraries.

CARRIED

**TOWN OF ST.
PAUL LIBRARY
BOARD**

Resolution #CM20110111.2022

(Moved By: Councillor Frank Sloan)

Motion to deny the request from the Town of St. Paul for County Council representation on the Town of St. Paul Library Board.

CARRIED

**REGIONAL
ECONOMIC
ADVISORY
BOARD**

Resolution #CM20110111.2023

(Moved By: Councillor Frank Sloan)

Motion to table this item until after lunch, for more information.

CARRIED

**WELLNESS
CLINIC WORKING
COMMITTEE**

Resolution #CM20110111.2024

(Moved By: Councillor Maxine Fodness)

Motion to appoint Reeve S. Upham and Tim Mahdiuk, Assistant CAO to the Wellness Clinic Working Committee.

CARRIED

**IN CAMERA
ITEMS**

Resolution #CM20110111.2025

(Moved By: Councillor Maxine Fodness)

Motion that Council go in camera at 11:12 a.m. to discuss a land issue.

CARRIED

Resolution #CM20110111.2026

(Moved By: Councillor Cliff Martin)

Motion that Council return to an open meeting at 12:16 p.m.

CARRIED

The meeting recessed for lunch and reconvened at 1:11 p.m. with all members present.

**REGIONAL
ECONOMIC
ADVISORY
BOARD**

Resolution #CM20110111.2027

(Moved By: Councillor Cliff Martin)

Motion that Council participate in a Regional Economic Advisory Board with the Town of St. Paul and the Town of Elk Point and that Administration will work with the Towns on Terms of Reference for the committee.

CARRIED

Councillor G. Ockerman nominated Councillor C. Martin to the Regional Economic Advisory Board.

Resolution #CM20110111.2028

(Moved By: Councillor Glen Ockerman)

Motion to move nominations cease.

CARRIED

**BYLAW NO. 1563
- INTER
MUNICIPAL
DEVELOPMENT
PLAN**

Resolution #CM20110111.2029

(Moved By: Councillor Cliff Martin)

Motion that Council give 2nd reading to Bylaw No. 1563, which is a Bylaw to adopt the new Inter Municipal Development Plan between the County of St. Paul and the Town of St. Paul and to rescind Bylaw No. 1539.

CARRIED

Resolution #CM20110111.2030

(Moved By: Councillor Alphonse Corbiere)

Motion that Council give third and final reading to Bylaw No. 1563.

CARRIED

**WRITE OFF
OUTSTANDING
ACCOUNTS
RECEIVABLE**

Resolution #CM20110111.2031

(Moved By: Councillor Maxine Fodness)

Motion that Council approves the write-off for accounts receivable invoices totaling \$3,953.28, including penalties, which the collection agency has been unsuccessful in collecting on behalf of the County, some of which date back to 2004.

CARRIED

**2010 STRATEGIC
PLAN - FINAL
COPY**

Resolution #CM20110111.2032

(Moved By: Councillor Cliff Martin)

Motion to approve the final update to the 2010 Strategic Plan.

CARRIED

**2011 STRATEGIC
PLAN**

Resolution #CM20110111.2033

(Moved By: Councillor Dwight Dach)

Motion to include item 1.11 - Annual Planning Retreat, in the 2011 Strategic Plan.

CARRIED

Resolution #CM20110111.2034

(Moved By: Councillor Glen Ockerman)

Motion to accept the 2011 strategic plan as amended.

CARRIED

**2011 SALARY
APPROVAL**

Resolution #CM20110111.2035

(Moved By: Councillor Maxine Fodness)

Motion to table this item to the in camera session later during the meeting.

CARRIED

**ADMINISTRATION
OFFICE - HOURS
OF OPERATION**

Resolution #CM20110111.2036

(Moved By: Councillor Glen Ockerman)

Motion that effective February 1, 2011, the administration office will be closed from 12:00 - 1:00 p.m. daily with the exception of Mid May to Mid July to accommodate tax collection season.

CARRIED

**3500 PLOW
TRUCK,
EXTENDED CAB 4
X 4**

Resolution #CM20110111.2037

(Moved By: Councillor Frank Sloan)

Motion to accept the lowest quote of \$33,669 from Zaronwy Motors for the purchase of a 3500 Automatic Plow Truck gas extended cab 4 x 4.

CARRIED

**SNOW PLOWS
FOR ONE-TON
TRUCKS**

Council was presented with the following quotes for the purchase of 2 two-way snowplows to be mounted on one-ton trucks:

Danco Equipment - \$6,200

Fort Garry Industries - \$6,100

Resolution #CM20110111.2038

(Moved By: Councillor Cliff Martin)

Motion to accept the lowest quote from Fort Garry Industries for the purchase of 2 two-way snowplows at a price of \$6,100, installed.

CARRIED

GRADER
PURCHASE

Council was presented with the the following quotes for the purchase of 4 graders:

Strongco - G990 Volvo Graders (\$1,840,197) less a trade in of three graders (\$590,000) for a difference of \$1,250,197.

Finning - 14M Cat Graders (\$1,843,466) less a trade in of three graders (\$597,000) for a difference of \$1,246,466.

Resolution #CM20110111.2039
(Moved By: Councillor Glen Ockerman)
Motion to approve the purchase of 4 caterpillar graders from Fining Co. Ltd. for a cash difference of \$1,246,466.

CARRIED

D8T CRAWLER

The following information for the purchase of a new D8T DS was presented to Council:

D8T DS	Total Selling Price	689,800.00
	2011 Model Before Jan. 2011	-8,000.00
	2003 D8R Trade In	-165,000.00
		516,800.00

Resolution #CM20110111.2040
(Moved By: Councillor Alphonse Corbiere)
Motion to approve the purchase of a D8T DS Crawler from Finning Co. Ltd. for a difference of \$516,800.

CARRIED

RATES FOR
GRAVEL SALES
TO COUNTY
RATEPAYERS

Resolution #CM20110111.2041
(Moved By: Councillor Cliff Martin)
Motion to increase the gravel rate from \$9.60 to \$13.00 per yard effectively immediately. This rate includes \$8.00 per yard plus a truck haul rate of \$5.00.

CARRIED

2011 ROAD
CONSTRUCTION

Resolution #CM20110111.2042
(Moved By: Councillor Frank Sloan)
Approve the following road and bridge construction for the 2011 construction season:

Petersen Rd	4 miles	W of 03, 10, 15, 22-57-04-W4, Rg Rd 43
CNRL	0.5 mile pave	Resource Grant Twp Td 572 engineering only

Greenwalt Rd	1 mile	S of 27- 56 – 07 – W4, Twp Rd 564 *
Lecapoy Rd	2 miles	W of 01,02 - 56 – 07 – W4, Rg Rd 71 *
BF76029 -Bugera Rd	0.5 mile	W of 04 - 56 – 06 – W4, Rg Rd 64
CNRL	4.5 miles pave	Resource Grant, Twp Rd 560 & Rg Rd 63 & 64

engineering only

Poulin Rd	2 miles	W of 15,22 - 58 - 08 – W4, Rg Rd 83*
Stark Rd	1.5 miles	W of 11,14-58-08-W4, Rg Rd 82
BF71475 - Herms Rd	culvert repair	ISE 27 - 55 – 09 – W4, Twp Rd 554

Hurtubise Rd 2 miles S of 25, 26 - 58-10-W4, Twp Rd 584

BF70667 -Flat Lake Rd	0.5 mile	S of 27 – 59 – 09 – W4, Twp Rd 594
BF76289 -Abilene Rd	0.3 mile	S of 29 - 59 – 10 - W4, Twp Rd 594
Permit-Owlseye Rd	1 mile	W of 04 - 59 – 10 – W4, Rg Rd 104
Permit-Melnichuk Rd	1 mile	S of 13 - 60 – 12 – W4, Twp Rd 602

?BF8131-Beaver Rd	2.5 mile	S of 29, 31 - 62 – 10 – W4, Twp Rd 624
Gibbs Hill	0.3 mile	S of 25 - 62 – 11 – W4, Twp Rd 624

* Denotes road construction project and easements approved in 2010.

RESOURCE ROAD APPLICATION

(Moved By: Councillor Dwight Dach)

Northern Valley Road - 4.5 miles of pavement
- Twp Rd 560 and Rgs Rds 63 & 64
CNRL Plant off Murphy Road - 0.5 mile, Twp Rd 572

ELK POINT FIRE HALL

(Moved By: Councillor Glen Ockerman)

CARRIED

ST. PAUL JUNIOR CURLING ASSOCIATION

(Moved By: Councillor Glen Ockerman)

CARRIED

**EMERGENCY
PUBLIC**

(Moved By: Councillor Alphonse Corbiere)

WARNING SYSTEM WORKSHOP	Motion to approve Tim Mahdiuk and Dennis Bergheim to attend the Emergency Public Warning System Workshop on January 28, 2011 in Vegreville.	CARRIED												
SEWAGE DISPOSAL CONTRACT	Resolution #CM20110111.2047 (Moved By: Councillor Frank Sloan) Motion to table this item until later during the meeting.	CARRIED												
SAFETY COMMITTEE MEETING MINUTES	Safety Committee Meeting Minutes provided to Council as information.													
CAO REPORT	Councillor M. Fodness moved to accept the January , 2011 CAO Report as information. CARRIED													
COUNCILLOR REPORTS	<u>St. Paul Community Futures</u> - Upham & Fodness <ul style="list-style-type: none"> - Board approved new and existing loan requests. - Keating Business Strategies Ltd. will conduct the regional food processing centre viability study for Portage College and CF. - Professional Development Workshop was held December 10th and Strategic Plan Workshop on December 15th. 													
BUDGET TO ACTUAL	CAO, Sheila Kitz, presented Council with a copy of the preliminary 2010 Municipal Budget to actual as of December 31, 2010. Resolution #CM20110111.2048 (Moved By: Councillor Alphonse Corbiere) Motion to accept the preliminary budget to actual as of December 31, 2010 as information.	CARRIED												
COUNCIL FEES	Nil													
LISTING OF PAID INVOICES	The following lists of Accounts Payable for the month of December, 2010 were presented to Council: <table> <tr> <th><u>Batch</u></th><th><u>Cheque Nos.</u></th><th><u>Batch Amount</u></th></tr> <tr> <td>14894</td><td>11322-11362</td><td>\$236,637.66</td></tr> <tr> <td>14914</td><td>11363-11467</td><td>\$363,622.97</td></tr> <tr> <td>14950</td><td>11468-11547</td><td>\$389,802.83</td></tr> </table>	<u>Batch</u>	<u>Cheque Nos.</u>	<u>Batch Amount</u>	14894	11322-11362	\$236,637.66	14914	11363-11467	\$363,622.97	14950	11468-11547	\$389,802.83	INFORMATION
<u>Batch</u>	<u>Cheque Nos.</u>	<u>Batch Amount</u>												
14894	11322-11362	\$236,637.66												
14914	11363-11467	\$363,622.97												
14950	11468-11547	\$389,802.83												
IN CAMERA ITEMS	Resolution #CM20110111.2049 (Moved By: Councillor Glen Ockerman) Motion that Council go in camera at 2:33 p.m. to discuss land and labour issues. Resolution #CM20110111.2050 (Moved By: Councillor Maxine Fodness) Motion that Council return to an open meeting at 3:27 p.m.	CARRIED CARRIED												
2011 SALARY APPROVAL	Resolution #CM20110111.2051 (Moved By: Councillor Cliff Martin) Motion that Council approve the 2011 Salary grids as discussed at the Salary Negotiations Meeting, which will include grid adjustments based on the AAMD&C Salary Survey as well as a 1.5% cost of living adjustment. Resolution #CM20110111.2052 (Moved By: Councillor Frank Sloan) Motion to approve a \$5,000 increase plus a 1.5% cost of living adjustment	CARRIED												

for the Chief Administrative Officer.

CARRIED

**REQUEST FOR
TEMPORARY
POWER HOOKUP**

Resolution #CM20110111.2053

(Moved By: Councillor Glen Ockerman)

Motion that the County enter into an Agreement with Lane Scott to provide temporary pole service to his property at Lot 22, Block 2, Plan 2950EO in Heinsburg.

Councillor G. Ockerman requested a recorded vote:

Votes:

In Councillor Alphonse Corbiere, Councillor Dwight Dach,

Favour: Councillor Frank Sloan, Councillor Glen Ockerman

Opposed: Councillor Cliff Martin, Councillor Maxine Fodness, Reeve
Steve Upham

CARRIED

**CONSTRUCTION
EXPO
CONFERENCE**

Resolution #CM20110111.2054

(Moved By: Councillor Dwight Dach)

Motion to approve Leo deMoissac and Bobby Kinjerski to attend the Construction Expo from March 21 to 25, 2011 in Las Vegas and they will receive the same compensation for subsistence and accommodations as they would receive if they attended the AAMD&C Spring Convention. All other expenses will be paid by the employees.

CARRIED

Councillors C. Martin, D. Dach and G. Ockerman left the meeting at 3:33 p.m.

**SEWAGE
DISPOSAL
CONTRACT**

Resolution #CM20110111.2055

(Moved By: Councillor Maxine Fodness)

Motion to enter into a one-year Sewage Disposal Contract with Greg Guinup on the condition that he pays the \$25 fee.

CARRIED

Councillors C. Martin, D. Dach and G. Ockerman entered the meeting at 3:40 p.m.

**3:00 P.M.
DELEGATION -
CALL TO ORDER
DEMONSTRATION**

Dawna Nygaard, Product Specialist with Bellamy Software, was admitted to the Council Room to give a demonstration on the Call 2 Order Meeting Management Software for agenda packages, action tracking and minute management.

Resolution #CM20110111.2056

(Moved By: Councillor Maxine Fodness)

Motion to approve the purchase of the Bellamy Software Call 2 Order program for \$19,000.

CARRIED

ADJOURNMENT

Business on the agenda being concluded, Chairman S. Upham adjourned the meeting. Time: 4:32 p.m.

These minutes approved this 8th day of February, 2011.

Reeve

Chief Administrative Officer

6 Business Arising from Minutes

- 6.1 WASTE RECYCLING AGREEMENT WITH THE TOWN OF ST. PAUL
- 6.2 REGIONAL ECONOMIC ADVISORY BOARD
- 6.3 BYLAW NO. 1564 - LEASE LOT 28ER, BLOCK 2, PLAN 8023220
- 6.4 REEVE AT LARGE PAY
- 6.5 BEAVER RIVER WATERSHED ALLIANCE



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

Issue Summary Report

6.1 WASTE RECYCLING AGREEMENT WITH THE TOWN OF ST. PAUL #20110201001

Meeting : Regular Council Meeting

Meeting Date : 2011/02/08 10:00

Background

At the December Meeting, Council passed a motion to enter into a one year agreement with the Town of St. Paul for recycling at the St. Paul Transfer Station, based on 13% usage by County ratepayers and that administration will bring the recycling agreement for Council approval .

The Transfer Station Committee is meeting tomorrow, February 9th and the Waste Recycling Agreement will be discussed at that time. We require a motion from Council to table this item to the March Council meeting.

Recommendation

Motion to table the Waste Recycling Agreement with the Town of St. Paul to the March, 2011 Council meeting after the Transfer Station Committee meeting.

Additional Information

Originated By : Dennis Bergheim

Reference : Item 5c of the January, 2011 Council Meeting



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

Issue Summary Report

6.2 REGIONAL ECONOMIC ADVISORY BOARD

#20110201002

Meeting : Regular Council Meeting

Meeting Date : 2011/02/08 10:00

Background

At the January meeting, Council passed a motion to participate in a Regional Economic Advisory Board with the Town of St. Paul and Town of Elk Point and that administration work with the Towns on the terms of reference for the committee.

Recommendation

Motion to table the Terms of Reference for the Regional Economic Advisory Committee to the March Council Meeting.

Additional Information

Originated By : Sheila Kitz



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

Issue Summary Report

6.3 BYLAW NO. 1564 - LEASE LOT 28ER, BLOCK 2, PLAN 8023220 #20110202001

Meeting : Regular Council Meeting

Meeting Date : 2011/02/08 10:00

Background

At the November, 2010 meeting, Council tabled the request to lease Lot 28ER, Block 2, Plan 8023220 pending clarification on whether or not we can lease Environmental Reserve land.

At the January, 2011 meeting, Council was informed that in order to lease Environmental Reserve property, it must be done by bylaw.

Attached is Bylaw No. 1564 which is a bylaw authorizing the County to lease Lot 28ER, Block 2, Plan 8023220 to Gordon Scott for a three year period.

Section 676(1)(c) of the M.G.A. allows Council to lease an environmental reserve property for a term of not more than 3 years.

This Bylaw must be advertised in accordance with Section 606 of the M.G.A. and a public hearing must be held in accordance with Section 230 of the M.G.A.

Recommendation

Motion to give 1st reading to Bylaw No. 1564.

Additional Information

Originated By : Sheila Kitz

Reference : Item 7d of the January 11, 2011 Council Meeting

COUNTY OF ST. PAUL NO. 19

BY-LAW NO. 1564

A By-law of the County of St. Paul No. 19 in the Province of Alberta, to lease Lot 28ER, Block 2, Plan 8023220.

WHEREAS the Municipal Government Act, R.S.A. 2000, as amended authorizes a municipality to enter into a lease agreement for the purpose of leasing Environmental Reserve lands; and

WHEREAS this Bylaw has been prepared in accordance with section 676(1)(a) of the Municipal Government Act, R.S.A. 2000 under the direction of the Council of the County of St. Paul No.19 allowing for the lease of the Environmental Reserve Lot 28ER, Block 2, Plan 8023220; and

WHEREAS this Bylaw has been prepared in accordance with section 676(1)(c) of the Municipal Government Act, R.S.A. 2000 under the direction of the Council of the County of St. Paul No.19 allowing for the private use of the Environmental Reserve Lot 28ER, Block 2, Plan 8023220; and

WHEREAS in accordance with Section 671(1) of the Municipal Government Act, R.S.A. 2000, the land must remain in a natural state. The land may be used for foot access. No motorized vehicles shall be permitted on the lands. No development shall be permitted on the lands; and

WHEREAS the County of St. Paul No. 19 enter into a Lease Agreement with Gordon Scott and the Lease Agreement shall be valid for a period of three (3) years; and

WHEREAS Gordon Scott shall pay the County of St. Paul \$150 per year, for the duration of the three (3) year lease.

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

- 1. THAT the County of St. Paul No.19 Bylaw No. 1564 is hereby adopted.

Read a first time this 8th day of February, 2011.

Advertised the _____ day of _____, A.D. 2011, and the _____ day of _____, A.D. 2011 in the St. Paul Journal

Read a second this _____ of _____, 2011.

Read a third time and finally passed this _____ day of _____, 2011.

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

6.4 REEVE AT LARGE PAY

#20110204012

Meeting : Regular Council Meeting

Meeting Date : 2011/02/08 10:00

Background

At the January meeting, Council discussed the reeve at large pay and what the base salary should include. Council requested that Administration contact other municipalities that have a reeve elected at large to see how their pay schedule is set up.

We are currently in contact with the municipalities and hope to have information to present to Council on Tuesday.

Recommendation

As per Council's wishes.

Additional Information

Originated By : Sheila Kitz

Reference :



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

Issue Summary Report

6.5 BEAVER RIVER WATERSHED ALLIANCE

#20110204013

Meeting : Regular Council Meeting

Meeting Date : 2011/02/08 10:00

Background

At the December meeting, Council tabled a decision on whether or not the County is interested in having representation on the Beaver River Watershed Alliance. They BRWA is requesting a rural municipal representative and an alternate.

The BRWA has been in contact with the Reeve, asking him to have the County consider membership in the BRWA. They will be holding their Annual General Meeting on April 19, 2011 at 4:00 p.m. at Riverhurst Hall (just west of Cold Lake). they are hoping to have all municipalities that are interested in membership to send a representative. At this meeting the municipalities will choose the Designate and Alternate to attend the meetings - which occur every two months. Their hope is to have all the municipalities to communicate via conference call prior to the BRWA meeting so that municipal concerns are brought forward by the municipal representative. There is no fee to be a member of the BRWA.

Recommendation

That Council approved the attendance of a Councillor to the Annual General Meeting of the Beaver River Watershed Alliance.

Additional Information

Originated By : Sheila Kitz

Appendix 1 for 6.5: Beaver River Watershed Alliance



c/o Lakeland Industry & Community Association
mail: Box 8237 physical: 5107W-50 Street
Bonnyville, AB T9N 2J5
tel: 780-635-4920 or toll free: 1-877-737-2182 ext. 226
ek.brwa@lica.ca www.beaverriverwatershed.ca

November 15, 2010

RECEIVED NOV 18 2010

Sheila Kitz
Chief Administrative Officer
County of St. Paul
5015 - 49 Avenue
St. Paul, AB T0A 3A4

Dear Ms. Kitz,

As a follow up to our letter from August 26, 2010, the Beaver River Watershed Alliance (BRWA) has made some changes to its policy on how rural and municipal governments operating within the Beaver River Basin have representation on the BRWA Steering Committee.

As you may recall from the letter, since the inception of the BRWA as a Watershed Planning and Advisory Council in 2007, both the Rural and Urban Government seats have been elected positions. It also stated we were transitioning those seats from elected to appointed positions over the next eighteen months. We were originally seeking to have only the Alternate Urban Municipal Government filled by appointment. However, now the Steering Committee, with the agreement of those holding those seats, have decided we would like to have both Urban and Rural Government Designate and Alternate seats filled by appointment by our next Annual Meeting to be held sometime in mid April 2011.

We would like to ask all municipal governments* operating in the Beaver River Basin to get together and decide amongst themselves the representatives they would like to appoint to the following seats:

- Designate Rural Municipal Government
- Alternate Rural Municipal Government
- Designate Urban Municipal Government
- Alternate Urban Municipal Government

Input from your sector would be valuable to our group as we move forward with the development of a Watershed Management Plan.

*based on municipalities with readily accessible contact information (Municipal Affairs website). If we have inadvertently left any municipality out, we sincerely apologize.

In association with



The Beaver River Watershed Alliance (BRWA) is one of ten not-for-profit Watershed Planning and Advisory Councils (WPACs) in Alberta. We are currently working within the mandate of the Government of Alberta's Water for Life Strategy (2003) to help plan the future use of our water resources within the Beaver River Watershed. The mission of the BRWA is to maintain or improve the ecology of the Beaver River Watershed while respecting the diverse values of the watershed community. This can be achieved through broad community engagement, partnerships, sound scientific study, education, and the support and encouragement of implementing sustainable water management and land use practices.

The BRWA steering committee meets approximately 10 times per year, usually every first Tuesday of the month. The meetings are held mainly in Bonnyville at the Lakeland Industry and Community Association office.

Please refer to the enclosed brochure for information about the BRWA and the map of the Beaver River Watershed. Also, feel free to have a look at our website for additional information www.beaverriverwatershed.ca.

If you have any questions or comments, please contact the Steering Committee Co-Chairs or the Program Manager.

Thank you for considering our request.

Sincerely,



Stephanie Lundgreen-Nielsen, Co-Chair
(780) 639-5196
stephanie.l.lundgreennielsen@esso.ca



Gordon Graves, Co-Chair
(780) 826-2796
gallowayab@hotmail.com

cc. Eleanor Kneffel, Program Manager
Robert Deresh, Chair, Lakeland Industry & Community Association
Gary Buchanan, County Manager, County of Athabasca
Ryan Poole, Chief Administrative Officer, MD of Bonnyville
Mark Power, Chief Administrative Officer, Town of Bonnyville
Lionel P. Tercier, Administrator, Summer Village of Bonnyville Beach
Paula Mack, Chief Administrative Officer, Village of Glendon
Kevin Nagoya, Chief Administrative Officer, City of Cold Lake
Duane Coleman, Chief Administrative Officer, County of Lac La Biche
Edwin Tomaszuk, Chief Administrative Officer, Summer Village of Bondiss
Garth Bancroft, Administrator, Summer Village of Mewatha Beach
Padey Lapointe, Administrator, Summer Village of Pelican Narrows
Dan Small, County Manager, County of Thorhild

Encl.





Beaver River Watershed Alliance (BRWA) Watershed Planning and Advisory Council (WPAC)



Information Sheet

The Beaver River Watershed Alliance (BRWA) is a designated Watershed Planning and Advisory Council (WPAC) by the Government of Alberta, through Alberta Environment, under the provincial water strategy *Water for Life; Alberta's Strategy for Sustainability* (2003).

The Vision of the BRWA is:

"The Beaver River Watershed is ecologically healthy and environmentally sustainable."

This will be achieved through the Mission of the BRWA:

"The Beaver River Watershed Alliance will maintain or improve the ecology of the Beaver River Watershed while respecting the diverse values of the watershed community. This will be achieved through broad community engagement, partnerships, sound scientific study, education, and the implementation of sustainable water management and land use practices."

The BRWA was designated as a Watershed Planning and Advisory Council in March 2007. It currently operates as an independent standing committee of the Lakeland Industry & Community Association (LICA). It was preceded by the Basin Advisory Committee co-chaired by LICA and Alberta Environment as part of the Cold Lake/Beaver River water management planning process, which recommended the formation of a WPAC for the entire Beaver River Basin. The work of the BRWA is also encompasses some previous projects of LICA's former Regional Environmental Water Monitoring Committee (REWMC, 2000-2007).

The Steering Committee consists of 16 members from a diverse range of interests in the watershed including municipal, provincial and federal governments, industry, agriculture, First Nations, Métis, local watershed stewardship groups, non-governmental organizations, and interested community members. We work together using a consensus-based approach to decision-making.

Consensus Decision Making

a decision-making process that not only seeks the agreement of most participants, but also to resolve or mitigate the objections of the minority to achieve the most agreeable decision.

<http://openpolitics.ca/consensus+decision+making>

The following are examples of programs and programs the BRWA is involved with:

- ◆ Aquatic Health Ecosystem Monitoring Program (AHM)
- ◆ Groundwater Database Inventory
- ◆ Community Groundwater Monitoring Program
- ◆ Wetland Restoration
- ◆ Lakeland Uranium Study
- ◆ State of the Watershed Reporting

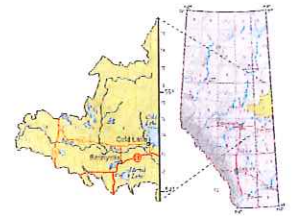
continued ⇨⇨⇨

In association with





**Beaver River Watershed Alliance (BRWA)
Watershed Planning and Advisory Council (WPAC)**



Information Sheet

- 💧 **Integrated Watershed Management Plan**
- 💧 **Lake Sampling with the Alberta Lake Management Society's (ALMS) LakeWatch Program**
- 💧 **EcoDay events with Water Stewardship Groups in the Beaver River basin**
- 💧 **Public education and information workshops and presentations**

We are also constantly updating our website and working on the development educational materials, newsletter and a membership, donor and volunteer database.

The mandate of the BRWA is to advance and update knowledge of the Beaver River watershed in order to evaluate and implement existing management guidelines and beneficial management practices, The BRWA works towards continuous improvement of watershed health. The BRWA also participates, when appropriate, in the activities of other watershed organizations and province-wide initiatives to provide a deeper understanding of the Beaver River watershed and its place in relation to other provincial watersheds.

We invite you to support the Vision and Mission of the BRWA by participating at a level that best suits you or your organizational needs – attending an EcoDays event, providing input at open houses or workshops or just dropping us a line, becoming a member of the BRWA, volunteering, sponsoring a project or event, or giving a donation. Membership is FREE and we encourage you to get involved in your Watershed Planning and Advisory Council – the Beaver River Watershed Alliance.

For more information, please contact:

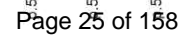
Eleanor Kneffel
Program Manager
Beaver River Watershed Alliance
5107W-50 Street, Box 8237
Bonnyville, AB T9N 2J5
Tel: (780) 635-4920 Toll Free: 1-777-737-2182 ext. 226
Fax: (780) 812-2186
E-Mail: ek.brwa@lica.ca
Website: www.beaverriverwatershed.ca

The BRWA gratefully acknowledges the support of:

Alberta Environment
Lakeland Industry & Community Association

In association with





7 Delegation

7.1 11:00 A.M. - TIM LATIMER, PRESIDENT OF 1393145
ALBERTA LTD.



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

Issue Summary Report

7.1 11:00 A.M. - TIM LATIMER, PRESIDENT OF 1393145 ALBERTA LTD.

#20110201003

Meeting : Regular Council Meeting

Meeting Date : 2011/02/08 10:00

Background

Tim Latimer. President of 1393145 Alberta Ltd. has an appointment to address Council regarding the NW 2-57-9-W4 in an attempt to mediate further issues for all parties and to take on care and control of the property.

Recommendation

As per Council's wishes.

Additional Information

Originated By : Dennis Bergheim

8 New Business

- 8.1 2011 LAND LEASES
- 8.2 ST. PAUL FARMERETTE CURLING BONSPIEL
- 8.3 REQUEST FOR FUNDING - NORTH EAST ALBERTA TRACK CLUB
- 8.4 TRANSPORTATION GRANT - ST. PAUL SENIOR CITIZENS CLUB
- 8.5 FUNDING REQUEST ST. PAUL & DISTRICT CHAMBER OF COMMERCE
- 8.6 BYLAW NO. 1565 - PENALTIES FOR UNPAID TAXES
- 8.7 BYLAW NO. 1566 - REMOVAL OF MR DESIGNATION OF LOT 01MR, BLOCK 1, PLAN 8620943
- 8.8 ST. PAUL TOWN & COUNTY FIRE SERVICES AGREEMENT
- 8.9 REGIONAL COLLABORATION GRANT - IDP WITH TOWN OF ELK POINT
- 8.10 RUSA EXECUTIVE MEETINGS
- 8.11 PROVINCIAL ORTHO PROJECT MEETING
- 8.12 TRAILS OF 1885 INPUT CONFERENCE
- 8.13 2011 RMRF MUNICIPAL LAW SEMINAR
- 8.14 MICHELIN SAFETY TRAINING & COST OF OWNERSHIP TOUR
- 8.15 AAMD&C MUNICIPAL SPRING CONVENTION
- 8.16 AAMD&C CONVENTION - MEETING WITH RCMP
- 8.17 GROWING RURAL TOURISM CONFERENCE
- 8.18 MUNICIPAL ADMINISTRATION LEADERSHIP WORKSHOP
- 8.19 FCM ANNUAL CONFERENCE AND MUNICIPAL EXPO
- 8.20 DATE FOR PUBLIC AUCTION OF LANDS
- 8.21 SET DATE FOR BUDGET MEETING

8.22	DATE FOR MARCH PUBLIC WORKS MEETING
8.23	AAMDC STANDING ISSUES COMMITTEE
8.24	VERMILION WATERSHED MANAGEMENT PROJECT
8.25	MUNICIPAL SUSTAINABILITY STRAGETY INPUT
8.26	2010 MUNICIPAL ELECTION ISSUE
8.27	ROAD DATA AGREEMENT
8.28	RADAR SPEED DIRECTORS
8.29	CHEMICAL BUILDING SHED
8.30	AMHSA - PARTNERSHIPS CERTIFICATE OF RECOGNITION
8.31	TRADE SHOWS FOR 2011
8.32	TAX PENALTY CANCELLATION
8.33	EVERGREEN WASTE MANAGEMENT COMMISSION - CHARGE FOR GARBAGE OVER 1000 KG
8.34	ONION LAKE CREE NATION - CONSULTATION
8.35	IN CAMERA
8.36	REQUEST FOR FUNDING - RACETTE PLAYGROUND EXPANSION
8.37	SUBDIVISION AND DEVELOPMENT APPEAL BOARD WORKSHOP
8.38	LETTER FROM SCHOOL BOARD - FSLW
8.39	ONION LAKE CREE NATION



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

Issue Summary Report

8.1 2011 LAND LEASES

#20110203018

Meeting : Regular Council Meeting

Meeting Date : 2011/02/08 10:00

Background

The following land leases are being presented for the year 2011:

SW 18-56-3-W4	Lanni Bristow
PNE 8-56-4-W4	Canadian Sunday School Mission
SW 16-58-5-W4	Glen Ockerman
W 1/2 NE 24-60-10-W4	Raymond Amyotte

Section 61 of the M.G.A. allows a municipality to grant rights with respect to its property.

Recommendation

Motion to approve the following land leases for 2011:

SW 18-56-3-W4	Lanni Bristow
PNE 8-56-4-W4	Canadian Sunday School Mission
SW 16-58-5-W4	Glen Ockerman
W 1/2 NE 24-60-10-W4	Raymond Amyotte

Additional Information

Originated By : Sheila Kitz



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

Issue Summary Report

8.2 ST. PAUL FARMERETTE CURLING BONSPIEL

#20110203011

Meeting : Regular Council Meeting

Meeting Date : 2011/02/08 10:00

Background

The St. Paul Farmerettes have been hosting an annual bonspiel since 1962. This year, their bonspiel will be held on March 26th and they are requesting a donation.

In 2009 and 2010 Council donated \$100 for their bonspiel.

Recommendation

Motion to approve a \$100 donation for the St. Paul Farmerettes annual bonspiel

Additional Information

Originated By : Sheila Kitz

January 2011

Dear Business Man/Woman:

It is time again for our fine community to host the annual St. Paul Farmerette Curling Bonspiel. This annual bonspiel has been taking place in our community since 1962 and is being held this year on Saturday, March 26, 2011. We will be hosting teams from all over the Lakeland including St. Paul, Elk Point, Glendon, Mallaig, Myrnam, Heinsburg and Two Hills.

Once again, the organizing committee will be approaching local businesses for donations for this event. Our theme this year is "FARMER". A donation along that theme would be great but we will accept any donation. It is because of your generosity that we are able to continue with this tradition. Every donation is truly appreciated and will be displayed during the event. No donation is too big or too small. We would appreciate your business card, along with your donation, so that it can be attached to your donation.

If you are able to donate, please contact one of our organizing team members, or mail your donation to Colette Labrie @ 4413 – 45A St. St. Paul, AB T0A 3A3

We thank you for your consideration and generosity.

2011 Organizing Committee

Colette Labrie 780-645-3426 (home)

780-645-3323 (work)

Carol Sirant 780-645-2450 (home)



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

Issue Summary Report

8.3 REQUEST FOR FUNDING - NORTH EAST ALBERTA TRACK CLUB #20110203012

Meeting : Regular Council Meeting

Meeting Date : 2011/02/08 10:00

Background

The Northeast Alberta Track Club has 6 athletes that have met the qualifications to compete in an international track meet in Pocatello Idaho. This meet is the largest meet for high school students in the United States. There are extremely high requirements to qualify and compete with the twenty-five hundred athletes attending Lindsey McDonald, a County resident, has qualified to compete in the meet.

Maureen Miller, President of the North East Alberta Track and Field Club, is requested if they would qualify for funding for their athletes to travel to this international competition.

Alternatives

Recommendation

Motion to approve a \$500 grant for the Northeast Alberta Track Club to assist with travel costs for athletes traveling to Pocatello Idaho to compete in an international competition, as per policy ADM-51.

Additional Information

Originated By : Sheila Kitz



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

Issue Summary Report

8.4 TRANSPORTATION GRANT - ST. PAUL SENIOR CITIZENS CLUB #20110203013

Meeting : Regular Council Meeting

Meeting Date : 2011/02/08 10:00

Background

The St. Paul Senior Citizens Club is requesting a transportation grant to help cover traveling expenses.

Since 2006, the County has been providing the St. Paul Senior Citizens with a \$1,000 grant.

Recommendation

Motion to approve a \$1,000 transportation grant for the St. Paul Senior Citizens Club for 2011.

Additional Information

Originated By : Sheila Kitz



St. Paul Senior Citizens Club

PHONE (780) 645-5566 4809-47 ST. ST. PAUL AB T0A 3A3

January 14, 2011

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

Dear Sirs:

We would like to express our sincere thanks to the County of St. Paul for the grant received for the year 2010. The grant was very helpful to cover the traveling expenses for our educational and cultural trips during the year.

We now look forward to the County of St. Paul helping us again with a generous grant for the year 2011.

Sincerely yours,

A handwritten signature in cursive script, appearing to read 'Roger & Yolande Malo'. The signature is fluid and spans across several lines of the typed text below it.

Roger & Yolande Malo
St. Paul Senior Citizens' Club
Traveling Committee
5554 – 54 Avenue
St. Paul, Alberta T0A 3A1
780-645-4042



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

Issue Summary Report

8.5 FUNDING REQUEST ST. PAUL & DISTRICT CHAMBER OF COMMERCE

#20110203014

Meeting : Regular Council Meeting

Meeting Date : 2011/02/08 10:00

Background

The St. Paul & District Chamber of Commerce is asking, once again, for a financial contribution from the County to assist with operating expenses.

Since 2006, the County has provided the following funding to the local chamber of commerce groups:

\$10,000 - St. Paul Chamber of Commerce

\$4,000 - Elk Point Chamber of Commerce

\$1,500 - Mallaig Chamber of Commerces

Recommendation

As per Council's wishes.

Additional Information

Originated By : Sheila Kitz

Reference :



ST. PAUL & DISTRICT CHAMBER OF COMMERCE

Phone / Fax: 780-645-5820 • Email: admin@stpaulchamber.ca

P.O. Box 887, St. Paul, AB T0A 3A0
www.stpaulchamber.ca

January 20, 2011

RECEIVED JAN 25 2011

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

RE: FUNDING REQUEST

Dear County Councilors,

For several years now, the County of St Paul has graciously contributed \$10 000 towards the operation of the St Paul & District Chamber of Commerce, and for that we are very grateful.

The Chamber continues to do good work within the Town & County, and it is for this reason we are asking, once again, for a contribution from the County towards the good functioning of the Chamber.

The Chamber will continue to represent and promote the businesses within the County, and it is for this reason we are asking for this continued annual funding.

Thank you in advance, we are very appreciative of your time and consideration regarding this matter.

Richard Kelley, Treasurer
St Paul & District
Chamber of Commerce



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

Issue Summary Report

8.6 BYLAW NO. 1565 - PENALTIES FOR UNPAID TAXES

#20110201004

Meeting : Regular Council Meeting

Meeting Date : 2011/02/08 10:00

Background

In 2003, a Tax Penalty Bylaw was passed with the following penalty schedule:

3% on current taxes - July 1st

5% on current taxes - October 1st (except farmland properties & farm residences)

5% on current taxes - November 1st (except farmland properties & farm residences)

5% on current taxes - December 1st on farmland properties and farm residences only

10% on the total taxes owing - March 1st.

We are proposing to change the penalty schedule as indicated below because the current schedule is cumbersome for staff to administer:

5% on current taxes - July 1st

5% on current taxes - December 1st

10% on total taxes owing - March 1st

Attached is a comparison showing the amount of penalties collected with the current penalty schedule and the proposed schedule. The proposed penalty schedule indicates a decrease of \$932.52.

Bylaw No. 1565 is now being presented to Council to set a new penalty schedule for unpaid property taxes pursuant to Section 344 and 345 of the Municipal Government Act.

If Bylaw No. 1565 is passed, Bylaw No. 1400 will be rescinded.

Recommendation

Council to give all three readings to Bylaw No. 1565, which is a bylaw to set penalties for unpaid taxes.

Additional Information

Originated By : Sheila Kitz

Reference : Section 187 of the M.G.A.

COUNTY OF ST. PAUL NO. 19

BY-LAW NO. 1400

A Bylaw of the County of St. Paul No. 19 in the Province of Alberta, to set penalties for unpaid taxes pursuant to Section 344 and 345 of the Municipal Government Act, being chapter M-26.1 of the Statutes of Alberta, 1944 with amendments thereto.

UNDER authority and pursuant to the provisions of Section 344 and 345 of the Municipal Government Act, being Chapter M-26.1 of the Statutes of Alberta, 1994 and amendments thereto, the Council of the County of St. Paul No. 19 enacts as follows:

That in the event of any taxes remaining unpaid after the 30th day of June, there shall be added a 3 percent penalty on the unpaid balance of the current taxes, forming part of the unpaid taxes on the 1st day of July.

A further penalty of 5 percent of the unpaid balance of the current taxes will be added to and form part of the unpaid taxes as of October 1, of the current year on all tax levies except for farmland properties and farm residences.

A further penalty of 5 percent of the unpaid balance of the current taxes will be added to and form part of the unpaid taxes as of November 1, of the current year on all tax levies except for farmland properties and farm residences.

A further penalty of 5 percent of the unpaid balance of the current taxes will be added to and form part of the unpaid taxes as of December 1, of the current year **only** on farmland properties and farm residences.

ALL taxes unpaid after the last day of December are deemed to be in arrears and subject to an additional 10 percent penalty on the first day of March of the succeeding year and in each succeeding year thereafter so long as the taxes remain unpaid.

1. This Bylaw shall come into force and effect upon the final passing thereof.
2. Bylaw No. 1302 dated January 14, 1997 is hereby rescinded.

Read a first time in Council this 11th day of March, A.D. 2003.

Read a second time in Council this 11th day of March, A.D. 2003.

Read a third time in Council this 11th day of March, A.D. 2003.

(Original Signed by Reeve R. Bouchard)

(Original Signed by CAO K, Heyman)

Reeve

County Administrator

Appendix 2 for 8.6: Tax Penalty Comparison

5 YEAR PENALTY COMPARISON			
Amount of Taxes Owing	Penalties Collected	% of Penalty	Date penalized
\$ 318,149.32	\$31,815.18	10.00%	March 6, 2006
\$ 801,378.91	\$24,041.43	3.00%	July 7, 2006
\$ 230,656.42	\$11,532.76	5.00%	October 4, 2006
\$ 196,632.08	\$9,831.52	5.00%	November 7, 2006
\$ 139,502.32	\$6,975.30	5.00%	December 6, 2006
	\$84,196.19		Penalties Collected in 2006
\$ 320,018.12	\$32,002.27	10.00%	March 5, 2007
\$ 825,881.17	\$24,776.46	3.00%	July 9, 2007
\$ 221,232.10	\$11,061.84	5.00%	October 5, 2007
\$ 193,886.18	\$9,694.56	5.00%	November 5, 2007
\$ 145,833.06	\$7,291.88	5.00%	December 5, 2007
	\$84,827.01		Penalties Collected in 2007
\$ 326,927.43	\$32,692.98	10.00%	March 6, 2008
\$ 1,137,412.31	\$34,122.31	3.00%	July 9, 2008
\$ 624,603.50	\$12,897.64	5.00%	October 7, 2008
\$ 217,015.18	\$10,850.94	5.00%	November 5, 2008
\$ 156,680.14	\$7,834.08	5.00%	December 5, 2008
	\$98,397.95		Penalties Collected in 2008
\$ 320,765.71	\$32,076.85	10.00%	March 5, 2009
\$ 1,021,311.92	\$30,639.34	3.00%	July 7, 2009
\$ 277,940.77	\$13,897.21	5.00%	October 5, 2009
\$ 240,075.80	\$12,003.95	5.00%	November 6, 2009
\$ 182,249.00	\$9,112.65	5.00%	December 3, 2009
	\$97,730.00		Penalties Collected in 2009
\$ 398,154.86	\$39,815.80	10.00%	March 5, 2010
\$ 1,098,009.52	\$32,940.49	3.00%	July 7, 2010
\$ 329,879.30	\$16,494.19	5.00%	October 6, 2010
\$ 302,481.73	\$15,124.30	5.00%	November 3, 2010
\$ 187,769.30	\$9,388.53	5.00%	December 2, 2010
	\$113,763.31		Penalties Collected in 2010
NEW PENALTY RATES FOR 2011			
\$ 1,098,009.52	\$54,900.48	5.00%	July 1, 2011 Current Taxes Only
\$ 478,606.25	\$23,930.31	5.00%	December 1, 2011 Current Taxes Only
\$ 340,000.00	\$34,000.00	10.00%	March 1, 2011 All unpaid balances
	\$112,830.79		Potential Penalties in 2011
	10% Penalty for March applied to all unpaid balances		
	3% Penalty for July applied only to the current taxes		
	5% Penalty for October applied only to the current taxes-excluding farmland and farm residences		
	5% Penalty for November applied only to the current taxes-excluding farmland and farm residences		
	5% Penalty for December applied only to the current taxes for only farmland and farm residence properties		

COUNTY OF ST. PAUL NO. 19

BY-LAW NO. 1565

A Bylaw of the County of St. Paul No. 19 in the Province of Alberta, to set penalties for unpaid taxes pursuant to Section 344 and 345 of the Municipal Government Act, being chapter M-26.1 of the Statutes of Alberta, 1944 with amendments thereto.

UNDER authority and pursuant to the provisions of Section 344 and 345 of the Municipal Government Act, being Chapter M-26.1 of the Statutes of Alberta, 1994 and amendments thereto, the Council of the County of St. Paul No. 19 enacts as follows:

That in the event of any taxes remaining unpaid after the 30th day of June, there shall be added a 5 percent penalty on the unpaid balance of the current taxes, forming part of the unpaid taxes on the 1st day of July.

A further penalty of 5 percent of the unpaid balance of the current taxes will be added to and form part of the unpaid taxes as of December 1 of the current year on all tax levies.

ALL taxes unpaid after the last day of December are deemed to be in arrears and subject to an additional 10 percent penalty on the first day of March of the succeeding year and in each succeeding year thereafter so long as the taxes remain unpaid.

1. This Bylaw shall come into force and effect upon the final passing thereof.
2. Bylaw No. 1400 dated March 11, 2003 is hereby rescinded.

Read a first time in Council this day of , A.D. 2011.

Read a second time in Council this day of , A.D. 2011.

Read a third time in Council this day of , A.D. 2011.

Reeve

County Administrator



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

Issue Summary Report

8.7 BYLAW NO. 1566 - REMOVAL OF MR DESIGNATION OF LOT 01MR, BLOCK 1, PLAN 8620943

#20110204008

Meeting : Regular Council Meeting

Meeting Date : 2011/02/08 10:00

Background

The manhole which is used by contractors to dump their sewage into the Ashmont lagoon is situated adjacent Lot 01MR, Block 1, Plan 8620943 located within SE 28-59-11-W4M. In order to make the manhole more easily accessible by contractors, we need to do some brushing and create a turnaround on the municipal reserve property.

Section 671(2) of the M.G.A. states that Municipal reserve property may only be used for a public park, a public recreation area or school authority purposes.

We have prepared a bylaw to remove the municipal reserve designation on this property so that we can start brushing the property and create the turnaround.

After first reading, the Bylaw must be advertised according to Section 606 of the M.G.A. and a public hearing held according to Section 230 of the M.G.A. The adjacent landowners will also be notified of the proposed rezoning and the property will be posted.

After the public hearing is held in March, Council will have to consider subdividing the property as only a portion of the property will be required for the turnaround.

Recommendation

Motion to give 1st reading to Bylaw No. 1566, removal of the Municipal Reserve Designation on lot 1MR, Block 1, Plan 8620943 in SE 28-59-11-W4.

Additional Information

Originated By : Sheila Kitz

COUNTY OF ST. PAUL NO. 19

BY-LAW NO. 1566

A By-law of the County of St. Paul, in the Province of Alberta to remove the municipal reserve designation of Lot 01MR, Block 1, Plan 8620943 located within SE 28-59-11-W4M located within the boundaries of the County of St. Paul.

WHEREAS, Section 675 of the Municipal Government Act, S.A. c. M-26.1, as amended, provides that a Council may remove the municipal reserve designation from a parcel of land;

AND WHEREAS the public hearing and public hearing notification requirements of Sections 230 and 606 of the Municipal Government Act., S.A., c.M-26.1, as amended, for a Bylaw considering pursuant to Section 675 have been complied with:

NOW, THEREFORE the Council of the County of St. Paul No. 19, hereby assembled, enacts the following:

That the municipal reserve designation of Lot 01MR, Block 1, Plan 8620943 is hereby cancelled.

Read a first time in Council this 8th day of February, A.D. 2011.

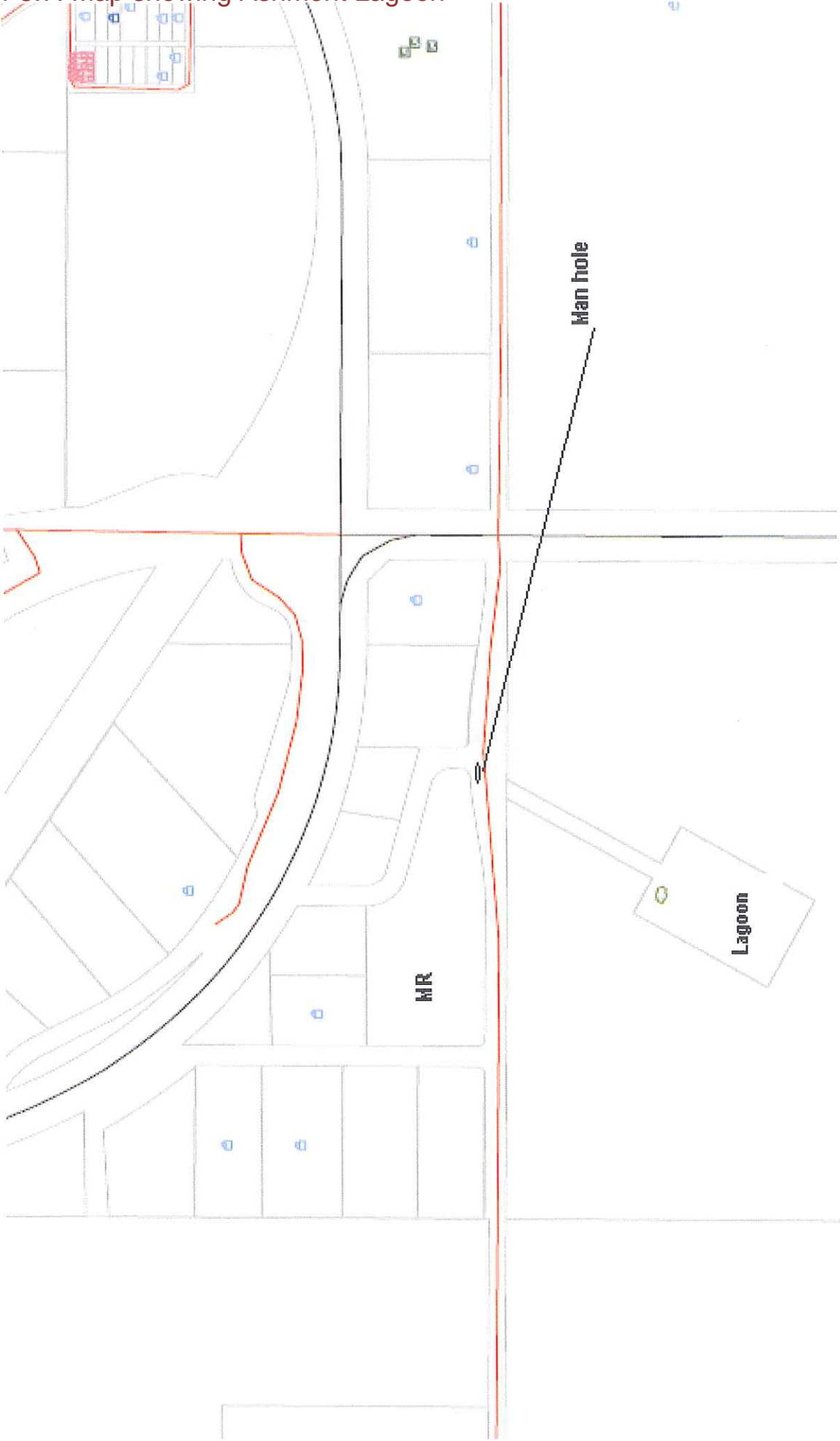
Advertised the day of February, A.D. 2011, and the day of February, A.D. 2011 in the Paul Journal.

Read a second time in Council this day of , A.D. 2011.

Read a third time in Council this day of , A.D. 2011 and duly passed this day of , A.D. 2011.

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

8.8 ST. PAUL TOWN & COUNTY FIRE SERVICES AGREEMENT

#20110203009

Meeting : Regular Council Meeting

Meeting Date : 2011/02/08 10:00

Background

The County of St. Paul and Town of St. Paul have had an existing Fire Services Agreement since January 2006. This agreement expired at the end 2010. Administration has reviewed the agreement and have made some minor amendments to the agreement to present to Council for consideration. The changes contemplated in the new agreement are:

- sharing 50/50 the cost of any Major Capital Expenses upon approval of each Council - previously the agreement dealt with the expansion of the fire hall.
- committee representation - proposed (1) elected official from each municipality along with the CAO's, and Fire Chiefs - previously the committee included (2) elected officials from each municipality.
- removal of the clause that required the committee to do an annual budget. It was felt that each municipality does their own budget - any Major Capital Items would be considered by each municipality.
- frequency of meetings was changed to on an "as required" basis from semi-annually.

Both agreements are being attached for you to review.

Recommendation

That Council enter into the St. Paul Town and County Fire Services Agreement for a period of 5 years commencing January 2011 as presented.

Additional Information

Originated By : skitz

ST. PAUL TOWN AND COUNTY FIRE SERVICES AGREEMENT

This Agreement Made this *4th* Day of *November, 2005*

BETWEEN:

The County of St. Paul No. 19
Hereinafter Called "The County"

Of the First Part

-and-

The Town of St. Paul
Hereinafter Called "The Town"

Of the Second Part

Whereas, the County is desirous of using the services of the fire brigade of the Town, in the event of a fire which would warrant assistance being given by the Town, when requested by residents of the County.

Therefore the agreement witnesses that in consideration of the mutual covenant and undertaking herein, the parties agrees as follows:

- 1) The County will supply its own fire fighting units as listed below and related equipment and will properly license and insure the same.; 1-Fire Pumper, 1-Water Tanker, 1-Quick Response Mini-pumper.
- 2) The County is responsible for the total cost of maintaining the equipment mentioned in Item No. 1.
The Town is responsible for the total cost of maintaining and operating Town of St. Paul fire fighting units; 2-Fire Pumpers, 1-Rescue Unit.
The Chief's unit will be purchased, maintained and operated under general operations.
- 3) The County will pay fifty percent (50%) of the Town of St. Paul Fire Department annual general operating expenses to the Town which will include among others, but not exclusive too:

-providing space in the firehall to house the County owned units.

-(Future Expansion Pending)

-supply and maintain the necessary communications system.

-costs associated with staff training.

-costs associated with the rescue units and equipment, (except for fuel, licensing and insurance of County vehicles) used to attend any County fire or rescue call.

-the submission of fire reports on County fires to the County Administration within sixty (60) days of the fire, where possible.

The fifty percent shall of all operating costs will be to cover all fires and/or rescue calls within the St. Paul Fire District No. Two (#2) over a twelve (12) month period. The fifty percent (50%) share will also cover mutual aid calls to St. Paul Fire Districts one (1), three (3), and four (4). See Schedule A attached.

Fifty percent share to be paid to the Town in two equal instalments, being May 1 and November 1, with each payment representing 50% of the prior years general operating expenses with a balance payment or credit adjustment to be made on February 1 of the following year.

- 4) The County of St. Paul agrees to participate on a fifty percent cost share basis with the Town of St. Paul in the design, development, construction and management of an expanded fire hall. The County stipulates that this agreement will cover only those facilities used solely for the purposes of housing and operating the fire department. Those shared facilities will be designed, approved, built and managed by a Joint St. Paul Fire Services Committee with equal representation by the Town of St. Paul and the County of St. Paul.
- 5) The Joint St. Paul Fire Services Committee will Consist of; two (2) elected officials from the Town of St. Paul, two (2) elected officials from the County of St. Paul No. 19, Town Manager, County Chief Administrative Officer, Town Fire Chief, County Fire Warden.
- 6) All capital facilities governed by the Joint St. Paul Fire Services Committee will be registered jointly with the joint owners being the Town of St. Paul and the County of St. Paul No. 19. The appropriate joint title will be registered as such at Alberta Land Titles.
- 7) The Joint Fire Services Committee will also draft and oversee an annual operating budget to be approved by both Councils prior to its inception. The Joint Fire Services Committee will negotiate wage increases for the firemen and Chief.
- 8) Funds that have been recovered by attending motor vehicle accidents by the St. Paul Rescue unit and/or County Fire Pumper will be placed in a reserve account for future rescue equipment or rescue unit replacement costs.
- 9) The Town of St. Paul Fire Department may use the County Pumper within Town limits if the incident requires the additional resource. If the department uses the pumper, the Town of St. Paul will be responsible to recover the cost where possible of such use and submit this amount to the County.
- 10) Semi-annual meetings of Joint Fire Service Committee and Fire Chief will be scheduled. All other meetings will be called on an "as required" basis.
- 11) The St. Paul Fire Chief will provide administrative support for the Mallaig and Ashmont Fire Chiefs for items such as – the development of Standard Operating Guidelines, - Fire inspections and investigations. – fire reports for the fire commissioner, - Equipment maintenance records & updates.


LENGTH OF AGREEMENT/RENEWAL


This agreement shall be for a period of five (5) years effective January 1, 2006.

This agreement may be terminated upon 12 months written notice by either party.

Dated this 4th day of November 2005.

County of St. Paul No. 19



Reeve


County Administrator

Town of St. Paul



Deputy Mayor


Municipal Administrator

ST. PAUL TOWN AND COUNTY FIRE SERVICES AGREEMENT

This Agreement made this __1 st __ Day of __Feb.__, 2011.

Between:

THE COUNTY OF ST. PAUL NO. 19
Hereinafter Called "The County"

Of the First Part

- and -

THE TOWN OF ST. PAUL
Hereinafter Called "The Town"

Of the Second Part

Whereas, the County is desirous of using the services of the fire brigade of the Town, in the event of a fire which would warrant assistance being given by the Town, when requested by residents of the County.

Therefore the agreement witnesses that in consideration of the mutual covenant and undertaking herein, the parties agrees as follows:

- 1) The County will supply its own fire fighting units as listed below and related equipment and will properly license and insure the same ; 1-Fire Pumper, 1-Water Tanker, 1-Quick Response Mini-pumper.
- 2) The County is responsible for the total cost of maintaining the equipment mentioned in Item No. 1.

The Town is responsible for the total cost of maintaining and operating Town of St.Paul fire fighting units; 2- Fire Pumpers, 2-Rescue Units.

The Chief's unit and will be purchased, maintained and operated under general operations.

- 3) The County will pay fifty percent (50%) of the Town of St. Paul Fire Department annual general operating expenses to the Town which will include among others, but not exclusive too:
 - providing space in the firehall to house the County owned units.
 - supply and maintain the necessary communications system
 - costs associated with staff training
 - costs associated with the rescue units and equipment except for fuel used to attend any County fire or rescue call.
 - the submission of fire reports on County fires to the County Administration within sixty (60) days of the fire, where possible

The fifty percent share of all operating costs will be to cover all fires and/or rescue calls within the St. Paul Fire District No. Two (#2) over a twelve (12) month period. The fifty percent (50%) share will also cover mutual aid calls to St. Paul Fire Districts one (1), three (3), and four (4). See Schedule A attached.

Fifty percent share to be paid to the Town in two equal installments, being May 1 and November 1, with each payment representing 50% of the prior years general operating expenses with a balance payment or credit adjustment to be made after completion of financial audit of the following year.

Appendix 2 for 8.8: Proposed Fire Services Agreement

- 4) The County of St. Paul agrees to participate on a fifty percent cost share basis with the Town of St. Paul in any Major Capital Expenses as approved by Town and County of St. Paul Councils.
- 5) The Joint St. Paul Fire Services Committee will Consist of one (1) elected official from the Town of St. Paul, one (1) elected official from the County of St. Paul No. 19, Town Manager, County Chief Administrative Officer, Town Fire Chief, County Fire Coordinator.
- 6) All capital facilities governed by the Joint St. Paul Fire Services Committee will be registered jointly with the joint owners being the Town of St. Paul and the County of St. Paul No. 19. The appropriate joint title will be registered as such at Alberta Land Titles.
- 7) Funds that have been recovered by attending motor vehicle accidents by the St.Paul Rescue unit and/or County Fire Pumper will be placed in a reserve account for future rescue equipment or rescue unit replacement costs.
- 8) The Town of St.Paul Fire Department may use the County Pumper within town limits if the incident requires the additional resource. If the department uses the pumper, the Town of St.Paul will be responsible to recover the cost where possible of such use and submit this amount to the County.
- 9) Meetings of joint Fire Service Committee and Fire Chief will be scheduled on an "as required" basis.
- 10) The St. Paul Fire Chief will provide administrative support for the Mallaig and Ashmont Fire Chiefs for items such as – the development of Standard Operating Guidelines, Fire inspections and investigations, fire reports for the fire commissioner, Equipment maintenance records & updates.

LENGTH OF AGREEMENT/RENEWAL

This agreement shall be for a period of five (5) years effective January 1, 2011.

This agreement may be terminated upon 12 month written notice by either party.

Dated this _____ day of _____, 2011.

County of St. Paul No. 19

Reeve

County Administrator

Town of St. Paul

Mayor

Municipal Administrator



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

Issue Summary Report

8.9 REGIONAL COLLABORATION GRANT - IDP WITH TOWN OF ELK POINT #20110204007

Meeting : Regular Council Meeting

Meeting Date : 2011/02/08 10:00

Background

The County Council met with the Town of Elk Point Council on January 4, 2011. At the meeting the Town of Elk Point requested that the County and Town commence work on an Intermunicipal Development Plan. Both councils felt that it would be important to look for grant funding to help undertake this planning exercise. The Planning Department at the County researched available grant programs. We are making an application under Municipal Affairs Regional Collaboration Grant. This grant program will assist the municipalities by covering approximately 60% of the costs associated with the project. Budget for the project is estimated at \$61,900 and is attached in the grant application information.

Costs to each municipality are estimated at approximately \$15,000 - this is not necessarily needed to be made up of cash contribution, it can be in-kind - facility rental, administration time, council per diems, etc.

The deadline for the grant application was January 31, 2011 - the application had been submitted. Municipal Affairs is expecting our resolution to follow.

Recommendation

That Council approve the grant application for the Regional Collaboration Grant for the purpose of development of an Intermunicipal Development Plan with the Town of Elk Point. Further that the County commit up to \$15,000 in cash or in-kind to the project. Further that the County act as the Managing Partner for the grant application.

Additional Information

Originated By : skitz

Reference :



Freedom To Create. Spirit To Achieve.

Regional Collaboration Program

Application Form

www.municipalaffairs.alberta.ca

This program supports strategic activities that improve the viability and long-term sustainability of municipalities through regional collaboration and capacity building.

Government of Alberta ■
Municipal Affairs

2010/
2011

Regional Collaboration Program– Program Application

1. Program Highlights

The objective of the Regional Collaboration Program is to improve the viability and long-term sustainability of municipalities through strategic activities related to regional collaboration and capacity building by 2020-21. Strategic activities should demonstrate that they clearly respond to shared provincial and municipal priorities.

Grant Application
Deadline

Applications will be accepted anytime before **January 31** for all program components other than the Municipal Internship component. Applications for the Municipal Internship component are due by **September 10** (with the program to commence the following May). Exceptions may be considered.

Eligibility Criteria

Refer to the program guidelines (available at www.municipalaffairs.alberta.ca) for more information.

What's New for 2010?

Refer to Appendix 2 of the program guidelines for additional information about how to complete this application.

2. Applicant Information

Name of municipality/organization

County of St. Paul No. 19

Legal status of applicant

County

Contact name and title

Sheila Kitz, CAO

Contact primary phone number

(780) 645-3301

Contact email address

skitz@county.stpaul.ab.ca

Contact mailing address

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

Contact fax number

(780) 645-3104

3. Project Information (please attach additional pages if necessary)**Name of project**Town of Elk Point and County of St. Paul No 19
Intermunicipal Development Plan**Project description**
(maximum of 250 words)

See Attached.

Project completion date
(Month/DD/YYYY)

January 31, 2012

Project Milestones and Costs (see page 11 of the program guidelines for sample)

Project Phase Milestone	{A}	{B}		{D}	{E}
	Estimated eligible project cost (\$)	Other provincial grants expected		Non- provincial sources of funding (\$)	
		Grant Name	Amount (\$)		Funding request under this grant program [A-(C+D)]
Public Consultation	900			300	
Draft IDP	60,000			25,000	
IDP	1,000			1,000	
Total	\$ 61,900	N/A	\$ 0	\$ 26,300	\$ 35,600

Functional category of the project**% of Total Project Costs**

Government-wide Objective 1: Project supporting the viability and long-term sustainability of municipalities

Governance

Planning and Development

Government-wide Objective 4: Project supporting capacity building within municipalities.

Municipal Careers

Staff Development

TOTAL

100%

2010/
2011

Regional Collaboration Program– Program Application

4. Functional Category Details

Output	Expected Quantity	Unit
	Category	Quantity
Governance		
Agreements	<input type="checkbox"/> Resolved conflict	Number of resolved conflicts
	<input type="checkbox"/> Cooperation protocols	Number of cooperation protocols established
	<input type="checkbox"/> Other _____	Number of agreements
Policy Development	<input type="checkbox"/> New	Number of policies developed
	<input type="checkbox"/> Revised	Number of policies revised
Revenue/Cost-sharing Models	<input type="checkbox"/> Models	Number of models developed
Planning and Development		
Reports or Studies	<input type="checkbox"/> Capacity building	Number of reports/studies
	<input type="checkbox"/> Regional collaboration	Number of reports/studies
	<input type="checkbox"/> Cooperation assessment	Number of reports/studies
	<input type="checkbox"/> Other _____	Number of reports/studies
Regional Plans	<input checked="" type="checkbox"/> Land-use	1 Number of plans developed
	<input type="checkbox"/> Service delivery	Number of plans developed
	<input type="checkbox"/> Other _____	Number of plans developed

Output	Expected Quantity	Unit
Start-up Activities	<input checked="" type="checkbox"/> Communications	3 Number of communications activities undertaken
	<input type="checkbox"/> Information management systems	 Number of systems established
Consultation	<input checked="" type="checkbox"/> Consultations	3 Number of consultations undertaken
Municipal Careers		
Placement of municipal intern in a participating municipality or service agency	<input type="checkbox"/> Administrator	 Number of municipal interns
	<input type="checkbox"/> Land-use planner	 Number of municipal interns
Staff Development		
Workshops and Training	<input type="checkbox"/> Municipal staff	 Number of attendees
	<input type="checkbox"/> Elected officials	 Number of attendees
	<input type="checkbox"/> Cooperative processes	 Number of attendees
Conferences	<input type="checkbox"/> Municipal staff	 Number of attendees
	<input type="checkbox"/> Elected officials	 Number of attendees
Any of the Functional Categories		
Other _____	<input type="checkbox"/> _____	Number of _____

5. Collaboration Information (please attach additional pages if necessary)

Will you be collaborating with another municipality/organization?

☒ Yes ☐ No

2010/
2011

Regional Collaboration Program– Program Application

If yes, provide the names of the municipalities / organizations with whom you are collaborating.

Town of Elk Point

Briefly describe the nature of the collaboration (maximum of 100 words).

See attached.

If you are not collaborating with other municipalities/ organizations to administer the project, are there other municipal beneficiaries of the program funds? If so, please describe (maximum 100 words).

6. Supporting Documentation and Application Submission

Application Form Checklist

Did you include:

Check ☒

A statement of which program component that applies to the grant application, within the project description

☒

Program Component

Did you include:

Check ☒

Regional Collaboration

Appendix 5 - Schedule 2

Supplementary Information

☒

Ensure that council resolutions are in place for relevant collaborative projects.

Mediation and Cooperative Processes

For projects involving mediation, a letter from your municipality's chief executive officer to the Minister of Municipal Affairs, describing the nature of the conflict.

☐

Municipal Internship

Appendix 5 - Schedule 4 and 5
Supplementary Information

☐

Ensure that council resolutions are in place for collaborative projects.

☐

Strategic Initiatives

Appendix 5 - Schedule 2

Supplementary Information.

☐

Method of Submission

Submit the signed grant application via mail, fax, or email. Please submit your application using only one method.

Submission address

Alberta Municipal Affairs
Municipal Services Branch
Municipal Grants Unit
17th Floor, 10155 – 102 Street
Edmonton, AB T5J 4L4
Fax: 780-422-9133
Email: lgsgeneral.grants@gov.ab.ca

Reminder: Applications will be accepted anytime before **January 31** for all program components other than the Municipal Internship component. Applications for the Municipal Internship component are due by **September 10**. Exceptions may be considered.

7. Application Certification

Signature

Date

Signature of Chief Administrative Officer or Duly Authorized Signing Officer

8. Useful Resources

Office of program contact	Contact phone number	Contact email address
Municipal Services Branch Municipal Affairs	780-427-2225 (dial toll-free 310-0000)	lgsgeneral.grants@gov.ab.ca

2010/
2011

Regional Collaboration Program– Program Application

Resource	Website address
Regional Collaboration program guidelines and application form	www.municipalaffairs.alberta.ca/mc_municipal_grants.cfm
Municipal Internship Program	www.municipalaffairs.alberta.ms/internship
Mediation Services for Municipalities	www.municipalaffairs.gov.ab.ca/ms/mediation

9. Legal Statements

The personal information being collected on this form will be used to administer the Regional Collaboration Program. The personal information is being collected under the authority of section 33(c) of the *Freedom of Information and Protection of Privacy (FOIP) Act* and will be managed in accordance with the privacy provisions in the FOIP Act. If you have any questions concerning the collection of this information, please contact the Director, Municipal Grants, Alberta Municipal Affairs, 17th Floor, 10155 -102 Street, Edmonton, Alberta, T5J 4L4).

10. Vendor Profile (Only if information is not on file with Municipal Affairs)

Required information	Vendor profile information collection
Financial institution name	
Address	
City	
Province	
Postal code	
Transit number	
Account title	
Type of account	

Is your Application Complete?

Has the application been signed?

If necessary, are the supplementary schedules checked off in the previous section attached to the application?

2010/
2011**Schedule 2 – Regional Collaboration Supplementary Information**

If this project falls under the Regional Collaboration Component or Strategic Initiatives Component, submit answers to the following questions with your Application Form. Attach additional sheets if required.

In the following table indicate the monetary contribution to be committed to the activity (or activities) by each of the municipal participants.

Municipality	Resources Committed
Town of Elk Point	\$13,150
County of St. Paul No. 19	\$13,150

1. What are the benefits that the project will provide? How significant are these benefits and how do they respond to municipal and regional need?

The benefits include mutually agreed upon future land-use and expansion of the Town of Elk Point. It also provides the Town of Elk Point with the information required to address future infrastructure needs pro-actively. It provides the community with a framework for future growth and viability.

2. How will project benefits be shared and used to further overall municipal sustainability?

The collaborative nature of the project results in furthering two municipalities. The Town of Elk Point will receive a growth plan for the next 20 years. The County of St. Paul will have the means to consider the future growth of the Town of Elk Point when making subdivision authority decisions. It will also provide both municipalities with information regarding future infrastructure, population growth and land demand. In addition to this, by collaborating with another municipality, the municipal relationship between the two municipalities is strengthened and can be utilized for future projects and programs.

3. Explain how the benefits realized will continue beyond the term of the project?

As the IDP addresses the future land-use and land needs of the Town of Elk Point for the next 20 years, the document will serve as a framework for area land-use planning well into the future. It provides the Town of Elk Point with a basis for municipal infrastructure requirements for the next 20 years as well as the expected population growth.

If this project falls under the Strategic Initiatives Component, also answer the following:

4. How do the project outcomes respond to provincial priorities?

Project Description:

The Town of Elk Point and the County of St. Paul No. 19 understand that growth in the area needs to be addressed in a proactive manner. The creation of an Intermunicipal Development Plan (IDP) will address regional growth, land-use, infrastructure and future annexation of lands in a collaborative and cooperative manner.

While the creation of an IDP provides the framework and policy for future land use and infrastructure, it also strengthens the community. Public consultation is a key component in the successful creation of an IDP. The community will be engaged to provide feedback regarding their vision for the future. This consultation provides a grass-roots approach to planning and results in community support.

The creation of the IDP also strengthens municipal relations between the Town and the County. The Town and County have made a commitment to address the future growth needs of the area. The process, by which the IDP will be created, will also teach municipal staff and elected officials to work together. The committee will have to work through complex problems to find a viable solution for both parties. Through the experience gained regarding conflict resolution, strengthened municipal relationships and understanding will be fostered.

Through the use of a planning consultant, this multifaceted project can come together into a usable document for both municipalities. The consultant will be responsible for facilitating public input, public open houses, the future needs of the community based on growth, and the local knowledge of the municipal staff and elected officials into a usable document.

Nature of Collaboration:

This project will include the cooperation of the two municipalities to address future land-use, infrastructure and land needs to accommodate the growth of the community. The two municipalities will collaborate for community engagement, hiring of the consultant, a collaborative public hearing and the passing of individual Bylaws to address the future needs.



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

Issue Summary Report

8.10 RUSA EXECUTIVE MEETINGS

#20110202002

Meeting : Regular Council Meeting

Meeting Date : 2011/02/08 10:00

Background

The Rural Utilities Safety Association Executive Meetings were held on January 27 & 28, 2011 in Red Deer.

Recommendation

Motion to ratify Bryan Bespalko's attendance at the RUSA meetings.

Additional Information

Originated By : Sheila Kitz



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

Issue Summary Report

8.11 PROVINCIAL ORTHO PROJECT MEETING

#20110204010

Meeting : Regular Council Meeting

Meeting Date : 2011/02/08 10:00

Background

Given the practice of municipalities joining together to complete aerial ortho projects over the past decade, the Province of Alberta has recognized that there is an opportunity to carry out these projects on a province wide basis, to provide ortho not only to municipalities, but to government departments, and industry.

An information meeting regarding a Provincial Ortho Project will be held on February 18, 2011 in Red Deer. The project will be a great opportunity for the municipalities, government and industry to partner regarding aerial ortho and set up a system where regular data can be collected and provided to us in a standard that we can all use and stretch the grant funding support of the government by ensuring that they have the data as well.

Recommendation

Motion to approve Tim Mahdiuk to attend the Provincial Ortho Project meeting on February 18, 2011 in Red Deer.

Additional Information

Originated By : Sheila Kitz

Reference :



County of St Paul No 19
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www.county.stpaul.ab.ca

Issue Summary Report

8.12 TRAILS OF 1885 INPUT CONFERENCE

#20110203001

Meeting : Regular Council Meeting

Meeting Date : 2011/02/08 10:00

Background

The 2010 Trails of 1885 project ends March 31, 2011. They will be holding an Input Conference from February 21 to 23, 2011 in Lloydminster. They are looking for direction, viability and possibilities. The registration fee for the Conference is \$125.

Councillor Dach has expressed interest in attending this conference.

Recommendation

Motion to approve Councillor D. Dach to attend the 2011 Trails of 1885 Input Conference from February 21-23 in Lloydminster.

Additional Information

Originated By : Sheila Kitz



2011 *Trails of 1885* Input Conference

February 21, 2011

12:00 p.m. – 2:00 p.m.	Registration Panel Discussion
6:30 p.m. – 9:30 p.m.	Meet and Mix Reception- Cash bar, hot appetizers Opening Remarks

February 22, 2011

8:00 a.m. – 9:00 a.m.	Continental Breakfast
9:00 a.m. – Noon	Closed Input Session #1
Noon- 1:30 p.m.	Lunch and Program- Keynote Speaker TBD
1:30 p.m. – 5:00 p.m.	Closed Input Session #2
6:30 p.m. – 10:00 p.m.	Reception/ Mixer Open to all interested parties

February 23, 2011

8:30 a.m. – 10:00 a.m.	Breakfast- Keynote Speaker TBD
10:00 a.m. – 11:00 a.m.	Wrap up and Closing Statements

Agenda subject to change.



**You are invited to join us at
The First Annual
2011 *TRAILS OF 1885* INPUT CONFERENCE**

**Come and share your ideas and visions at this exciting
and unique conference.**

**The Conference will be held in Lloydminster, AB
February 21, 22, 23 at the West Harvest Inn on Hwy # 16**

The 2011 *Trails of 1885* Input Conference will include:

**Guest Speakers
Evening 'Meet and Greet' Mixer & Reception
2010 Event Discussions**

And Most importantly– INPUT SESSIONS

**2010 *Trails of 1885* project ends March 31, 2011.
We have the opportunity to move forward and need your input as
to direction, viability, and possibilities.**

**Come and see how your ideas and visions can determine the
future of *Trails of 1885*.**

We look forward to seeing you!



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Issue Summary Report

8.13 2011 RMRF MUNICIPAL LAW SEMINAR

#20110203002

Meeting : Regular Council Meeting

Meeting Date : 2011/02/08 10:00

Background

The 26th Annual Municipal Law Seminar sponsored by Reynolds Mirth Richards & Farmer will be held Friday, March 4, 2011 in Edmonton. A copy of the agenda is attached.

There is no registration fee.

Recommendation

Motion to approve all Council members, Sheila Kitz, Tim Mahdiuk, Leo deMoissac, Dennis Bergheim and Krystle Fedoretz to attend the RMRF Municipal Law Seminar on Friday, March 4, 2011 in Edmonton.

Additional Information

Originated By : Sheila Kitz

Reference :

Appendix 1 for 8.13: Agenda - RMRF Municipal Law Seminar

26th Annual Municipal Law Seminar

Friday, March 4th 2011

Edmonton Petroleum Club, 11110 – 108 Street 780-474-3411



BARRISTERS SOLICITORS

Reynolds
Mirth
Richards
& Farmer LLP

TIME		AGENDA
8:00 am – 8:45 am	Registration	Registration and Continental Breakfast – Pembina Room, Main Floor
8:45 am – 9:00 am	Welcome	Allan Farmer, Opening Remarks – Pembina Room, Main Floor
9:00 am – 9:30 am	Plenary Session	Representative from the Government of Alberta and opportunity for questions
9:30 am – 9:45 am	Break	Coffee Break – Pembina Room, Main Floor
9:45 am – 10:45 am	Panel Discussion	<p>Update on the "Alberta Land Stewardship Act" Panel Discussion</p> <p>This session will provide an opportunity to learn from individuals who are working with the "Alberta Land Stewardship Act". Speakers will include Assistant Deputy Minister of Sustainable Resource Development Morris Seiferling, and Doug Parrish of the City of Cold Lake. Mr. Parrish was a member of the Advisory Council for the Lower Athabasca Regional Plan and will offer a municipal perspective</p> <p>Panel Chair: Sheila McNaughtan, Q.C.</p>
10:45 am – 12:00 Noon	Binary Sessions	<p>**Select EITHER Session A or Session B** (Note: Sessions A and B are only offered once today)</p> <p><u>Session A – Pembina Room</u></p> <p>When Does a Municipality Have a DUTY TO CONSULT a First Nation, and What Does it Mean! Bill Barclay, Kristel Fournier</p> <p><u>Session B – Rainbow Room, 2nd Level</u></p> <p>Contracts: Moving Beyond the Boilerplate We will review the essential elements necessary to create a binding agreement and what can go wrong. We will explore common "boilerplate" provisions and their applicability in various situations. Nick Parker, Mark Hildebrand, Katharine Williams</p>
12:00 Noon – 1:15 pm	Buffet Lunch	Pembina Room
1:15 pm – 2:30 pm	Concurrent Sessions	<p>**Select two of the three Concurrent Sessions**</p> <p><u>Session C – Rainbow Room, 2nd Level</u></p> <p>Roads - Caution Ahead: Municipal Roles, Responsibilities and Liability Issues A discussion on municipal responsibilities in statute and at common law, and on the treatment of those obligations by the Courts. Cherisse Killick-Dzenick, Paul Greep, Aisling Ryan</p> <p><u>Session D – Bonnie Glen Room, 2nd Level</u></p> <p>The New Assessment Review Boards - One Year Later A brief overview of the MGA amendments and some of the key decisions from the last year. Carol Zukiwski, Nayha Acharya, Ian Hanson</p> <p><u>Session E – Turner Valley Room, 2nd Level</u></p> <p>Employment Update - Just Cause, Bullying and Pornography When thinking of terminating an employee for cause, employers want to be sure they can establish the existence of just cause. We will discuss what is and is not just cause, and some of the risks employers need to consider. We will also discuss some specific types of employee misconduct, including bullying, intimidation and pornography in the workplace, and the factors the Court will consider in determining whether or not summary dismissal is justified. Albert Lavergne, Kelsey Becker Brookes, Daina Young</p>
2:30 pm – 2:45 pm	Break	Coffee Break - Pembina Room (Main Floor)
2:45 pm – 4:00 pm	Sessions	Concurrent Sessions - as above
4:00 pm – 4:15 pm	Pembina Room	Bill Barclay – Closing Remarks
4:15 pm	Cellar Lounge	Reception – Lower Level



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Issue Summary Report

8.14 MICHELIN SAFETY TRAINING & COST OF OWNERSHIP TOUR #20110203003

Meeting : Regular Council Meeting

Meeting Date : 2011/02/08 10:00

Background

The AAMD&C Trade Division has invited a representative from the County to Michelin's manufacturing and training facility in Greenville, South Carolina for a five day Safety Training & Cost of Ownership Tour from March 14-18, 2011. The tour is hosted in partnership with Tirecraft and Michelin.

This tour is the first of many that will be offered to member MDs and Counties in an effort to promote continuous development of tire safety and product knowledge. It will feature in-depth training of the Michelin tire products, and an up-close look of the manufacturing facilities. The objective is to promote the importance of tire safety and high quality product knowledge, which can be immediately implemented in the public works department.

This trip is sponsored by AAMD&C and there will be no cost to the County.

Recommendation

Motion to approve Ken Warholik, Assistant Public Works Superintendent, to attend the Safety Training and Cost of Ownership Tour from March 14-18, 2011 in Greenville, South Carolina which will be at no cost to the County.

Additional Information

Originated By : Sheila Kitz

Appendix 1 for 8.14: Michelin Safety Training & Cost of Ownership Tour

Ken Warholik

From: AAMDC Trade Division [stephen=aamdc.com@mcsv153.net] on behalf of AAMDC Trade Division [stephen@aamdc.com]
Sent: Thursday, January 20, 2011 11:37 AM
To: Ken Warholik
Subject: AAMDC Invites you to Michelin Safety Training & Cost of Ownership Tour



Dear Ken Warholik,

As a valued AAMDC Trade member, we have chosen you or your designated municipal representative to join us at Michelin's manufacturing and training facility in Greenville, South Carolina for a five-day Safety Training & Cost of Ownership Tour. This tour, hosted in partnership with Tirecraft and Michelin, will be held **March 14-18, 2011**.

The tour is the first of many that will be offered to our member MDs and counties in an effort to promote continuous development of tire safety and product knowledge. More specifically, this unique experience will feature in-depth training of the Michelin tire products, and an up-close and personal look of the manufacturing facilities. Our objective is to promote the importance of tire safety and high quality product knowledge, which can be immediately implemented within your public works division.

We have sent invitations to a group of 20 representatives from various MDs and counties. Each individual trip will be sponsored by the AAMDC. We firmly believe that this event will be of benefit to your professional development, enhancing your decision-making and skill set when working with various tire products.

We look forward to seeing you in Greenville. Please RSVP to our Manager of Client Relations and Trade, **Stephen Tamayo**, by **February 4, 2011**.

Sincerely yours,



Stephen Tamayo
Manager of Client Relations & Trade
AAMDC Aggregated Business Services

No Cost to County



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Issue Summary Report

8.15 AAMD&C MUNICIPAL SPRING CONVENTION

#20110203004

Meeting : Regular Council Meeting

Meeting Date : 2011/02/08 10:00

Background

The 2011 AAMD&C Municipal Spring Convention will be held March 21 to 23, 2011 in Edmonton at the Shaw Conference Centre. Rooms have been booked at the Fairmont Hotel MacDonald. Early Bird registration, before February 11th, is \$341.25.

A draft copy of the agenda is attached.

Recommendation

Motion to approve all Council members, Sheila Kitz, Tim Mahdiuk and Ken Warholik to attend the 2011 Municipal Spring Convention from March 21 to 23 in Edmonton.

Additional Information

Originated By : Sheila Kitz



Spring 2011 Convention Program

Monday, March 21, 2011

11:00 am – 6:00 pm	AAMDC Registration/Information Desk <i>Foyer Hall B/C, Assembly Level</i>
11:30 am – 5:30 pm	Trade Show <i>Hall B/C – Assembly Level</i>
12:00 pm – 1:00 pm	Trade Show Buffet Luncheon <i>Hall B/C – Assembly Level</i>
5:15 pm – 5:30 pm	Trade Show Closing Ceremonies & Door Prize Draws <i>Hall B/C – Assembly Level</i>
5:45 pm – 6:45 pm	Mayors'/Reeves' Meeting <i>Salon 4, Meeting Level</i>
5:30 pm – 8:00 pm	Aggregated Business Services Open House <i>Riverview Room, Pedway Level</i>

Tuesday, March 22, 2011

7:00 am – 8:30 am	Buffet Breakfast <i>Hall D, Pedway Level</i>
7:00 am – 1:00 pm	AAMDC Registration/Information Desk <i>Foyer, Hall D, Pedway Level</i>
8:30 am	Convention Opening <i>Hall D, Pedway Level</i> <ul style="list-style-type: none"> ▪ O Canada ▪ Invocation ▪ Greetings from the Province of Alberta ▪ President's Welcome
8:50 am – 9:05 am	Hon. Hector Goudreau, Minister of Municipal Affairs
9:05 am – 10:05 am	Keynote Address: The Power of Hope, Vision and Action presented by Frank O'Dea (founder of Second Cup)
10:05 am -10:20 am	Coffee Break
10:20 am – 10:35 am	Ministerial Address
10:35 am – 10:50 am	Ministerial Address
10:50 am – 11:10 am	Plenary
11:10 am – 11:30 am	Plenary



Spring 2011 Convention Program

Tuesday, March 22, 2011

11:30 am – 11:50 am	Plenary
11:50 am – 12:00 pm	Door Prize Draws
12:00 pm - 1:00 pm	Buffet Luncheon sponsored by ATCO Gas and ATCO Electric <i>Hall D, Pedway Level</i>
1:00 pm – 2:30 pm	Workshops <ul style="list-style-type: none"> ▪ A Bridge Over Troubled Water - The Collaborative Governance Initiative presented by Municipal Affairs <i>Salon 4, Meeting Level</i> ▪ Gimme Shelter: Using Public Policy as a Defense Against Liability Claims <i>Salon 8, Meeting Level</i> ▪ Six-Minute Showers - Water Conservation Marketing and Communications with Kirk Stinchcombe <i>Salon 12, Meeting Level</i>
2:30 pm – 3:00 pm	Coffee Break
3:00 pm- 4:30 pm	Workshops <ul style="list-style-type: none"> ▪ Doctor! Doctor! - Perspectives from the Rural Physician Action Plan sponsored by the Rural Alberta Development Fund <i>Salon 4, Meeting Level</i> ▪ Lead People...Manage Things with Brian Ward <i>Salon 8, Meeting Level</i> ▪ Rain Drops (don't) Keep Falling on My Head - Drought Planning and Response presented with Kirk Stinchcombe <i>Salon 12, Meeting Level</i>
4:30 pm – 6:00 pm	Municipal Affairs Open House <i>Foyer, Hall D, Pedway Level</i>
6:00 pm – 11:00 pm	Social Evening sponsored by GENIVAR <i>Hall D, Pedway Level</i>



Spring 2011 Convention Program

Wednesday, March 23, 2011

7:00 am – 8:15 am	Buffet Breakfast co-sponsored by Brownlee LLP and the Alberta Livestock and Meat Agency (ALMA) <i>Hall D, Pedway Level</i>
7:00 am – 11:00 am	AAMDC Registration/Information Desk <i>Foyer, Hall D, Pedway Level</i>
8:15 am – 8:25 am	AAMDC Bylaw Introduction <i>Hall D, Pedway Level</i>
8:25 am – 8:35 am	Clik-A-Pad Introduction & Evaluation Questions
8:35 am – 9:45 am	Taking Care of Business: The AAMDC Resolution Session
9:45 am - 9:55 am	Evaluation Questions & Door Prizes
9:55 am - 10:15 am	Coffee Break
10:15 am – 11:30 am	Under Pressure: The Ministerial Forum
11:30 am – 11:45 am	Hon. Ed Stelmach, Premier
11:45 am – 12:00 pm	The Final Countdown <ul style="list-style-type: none">▪ Unfinished Business▪ Final Evaluation Questions▪ Grand Prize Draw
12:00 pm	MLA Luncheon sponsored in part by Cenovus Energy <i>Hall A, Assembly Level</i>



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Issue Summary Report

8.16 AAMD&C CONVENTION - MEETING WITH RCMP

#20110204003

Meeting : Regular Council Meeting

Meeting Date : 2011/02/08 10:00

Background

The Commanding Officer, his Management Team and representatives of the Solicitor General Public Safety will be available to meet with municipalities at the AAMD&C Spring Convention.

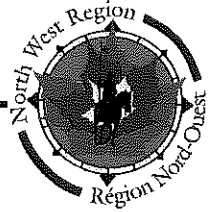
Council to decide if they want to set up a meeting with the RCMP. If so, we need to submit the issues to the Eastern Alberta District office and they will schedule a meeting time.

Recommendation

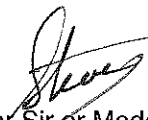
As per Council's wishes.

Additional Information

Originated By : Sheila Kitz



Reeve Steve Upham
County of St. Paul
5015 - 49 Avenue
ST. PAUL, AB T0A 3A4


Dear Sir or Madam,

January 28, 2011

Alberta Association of Municipal Districts and Counties (AAMDC) Spring Convention
Shaw Conference Centre (Edmonton) March 22 & 23, 2011


The RCMP will be attending the Alberta Association of Municipal Districts and Counties spring convention to provide an opportunity for the Reeve and/or Chief Administrative Officers to meet with the Commanding Officer, his Management Team, and representatives of Solicitor General Public Safety during the convention.

There is not enough time to accommodate the many requests that are received. Every effort is made to meet with the councils that have specific policing concerns that they have not been able to resolve at the local Detachment or District level.

I would request that should you wish to meet with the Commanding Officer, to advise Ms. Crystal Neumann at Eastern Alberta District at (780) 645-8840 or by email crystal.neumann@rcmp-grc.gc.ca along with concerns and the contact information for the Council including office and cell numbers. Meeting times are on a prioritized basis and we will confirm if your meeting request can be accommodated.

Replies must be received by February 16th, 2011.

Sincerely,


(David J. MITCHELL) Superintendent
District Commander
Eastern Alberta District RCMP
4806 - 55 Street
St. Paul, AB T0A 3A1

cc: NCO i/c St. Paul Detachment
NCO i/c Elk Point Detachment



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Issue Summary Report

8.17 GROWING RURAL TOURISM CONFERENCE

#20110203005

Meeting : Regular Council Meeting

Meeting Date : 2011/02/08 10:00

Background

The 11th Annual Growing Rural Tourism Conference will be held April 4-6, 2011 in Camrose. The sessions at this conference are specific to Engaging Communities, the Rural Experience and Taking Care of Business.

Registration for this Conference is \$275, before March 4, 2011.

Councillor Dach has expressed interest in attending this conference.

Recommendation

Approve Councillor Dach to attend the Growing Rural Tourism Conference from April 4-6, 2011 in Camrose.

Additional Information

Originated By : Sheila Kitz

Reference :

GROWING RURAL TOURISM

April 4-6, 2011 ■ Camrose, Alberta

Experience
Rural Alberta



Reynolds-Alberta Museum, Wetaskiwin



Bar U Ranch National Historic Site, Longview

Join rural Alberta's community leaders and small business owners April 4 - 6 at the Camrose Regional Exhibition for the 11th Annual Growing Rural Tourism Conference.

To get things rolling will be keynote John Young. John is known for his sense of people and what makes consumers click. An intuitive and perceptive thinker he draws on over 25 years of experience and research in counseling SMBs (small/medium businesses), running multi-divisional newspaper chains and creating remarkable customer experiences through innovative experiential marketing ideas.

The conference program features keynotes Ian Hill and Ed McWilliams along with 2 days of simultaneous sessions specific to Engaging Communities, The Rural Experience and Taking Care of Business. The Growing Rural Tourism Conference is pleased to present for the first time a pre-conference workshop along with our evening Gala and presentation of the Rural Tourism Award, entertainment, tradeshow and opportunity for you to network with fellow tourism industry representatives and operators.

Closing out the 2011 GRT Conference is Frank O'Dea. Frank demonstrates the power of hope by using his own story and experiences of hope, courage, change and persistence. Humble yet powerful, Frank relates how he went from the bowery, panhandling for nickels and dimes not so many years ago, to the successes he has achieved today.

Both educational and entertaining this is an event you won't want to miss!

Early bird registration deadline: March 4, 2011

Registration deadline: March 31, 2011 www.GrowingRuralTourism.ca



Government
of Alberta

Registration Form ■ April 4 - 6, 2011 ■ Camrose Regional Exhibition, Camrose, AB

Please print or type clearly.

Main Contact: _____

Additional Delegates: _____

Organization/Company Name : _____

Mailing Address: _____

City: _____ Province: AB Postal Code: _____

Bus. Phone: _____ Fax: _____ E-mail: _____

Special Needs (dietary, etc...) : _____

Check here ☐ if you **DO NOT** want your name and contact information given to conference delegates and sponsors.

Registration Fee

*Registration (includes: meals, keynotes, refreshment breaks, concurrent sessions, entertainment, and Rural Tourism Award Gala).

3 Day Early Bird Fee (before March 4/11)	\$275*	x	_____	=	_____	*GST Exempt
3 Day Regular Fee (March 1 – March 31/11)	\$315*	x	_____	=	_____	Extra meal tickets available upon request; prices will vary. Cancellations must be received in writing prior to March 31, 2011 and will be subject to a \$40.00 administration fee. No refunds will be made after March 31, 2011.
On-Site/Late Fee (April 1/11)	\$375*	x	_____	=	_____	
1 Day Fee	\$185*	x	_____	=	_____	
Alberta Shows Off Booth Fee	\$50.00 + (\$2.50)	=	\$52.50	=	_____	
Power for Booth	\$15.00 + (\$0.75)	=	\$15.75	=	_____	
Total Amount Enclosed \$						_____

Showcase Your Municipality or Business

Alberta Shows Off is an opportunity to present and share your tourism product or experience with all conference delegates. Display to be set up for duration of conference. Open to delegates only.

☐ Yes! We will exhibit

☐ Need AC power source

*Exhibition charges cover show services costs.

Method of Payment

Make cheques payable to Camrose Regional Exhibition

☐ Cheque ☐ Visa ☐ MasterCard

Card# _____ / _____ / _____ / _____

Expiry Date: ____ / ____ Name of Cardholder: _____

Authorized Signature: _____

*Faxed registration forms will be accepted if accompanied by a credit card number.

*Confirmation will be sent upon receipt of payment.

Return registration form with payment to:

Camrose Regional Exhibition

c/o Jennifer Filip

4250 Exhibition Drive, Camrose, AB T4V 4Z8

Toll Free: 1.800.296.8112 Phone: 780.672.3640 Fax: 780.672.8140

Email: JFilip@cre.ab.ca

For Office Use Only

Payment Received: \$ _____

Date Received: _____

Receipt Issued: # _____

Confirmation Sent: _____

Registration: # _____

Appendix 2 for 8.17: Growing Rural Tourism Conference



The **Growing Rural Tourism Conference** is an initiative of the Camrose Regional Exhibition, Alberta Tourism, Parks & Recreation, Alberta Agriculture & Rural Development and Travel Alberta. The 11th annual conference will be hosted by the Camrose Regional Exhibition on April 4 - 6, 2011. This year's theme is Experience Rural Tourism.



Tourism is big in Alberta!

Tourism is Alberta's fourth largest industry, ranking behind the Petro-Chemical Industry, Forestry and Agriculture. It is estimated that there are currently 150,000 full-time, part-time and seasonal jobs in this industry.

While this is a very positive position for the industry, the benefits generated by the industry have been traditionally accrued by locations on the eastern slopes of the Rocky Mountains, and by the major cities of Alberta. Few of these benefits have been realized by the rural communities that populate the rest of Alberta - until now!

What is this conference about?

Rural communities in Alberta and across Canada have begun looking towards tourism as a viable industry to diversify their local economies. The Growing Rural Tourism Conference brings together groups who have embraced innovative Tourism strategies and partnerships, and those looking at how they might bring new sources of revenue and employment to their own communities.

Renowned Rural Tourism experts and participants from a broad cross-section will share successes, challenges, and ideas for future growth. Comments from last year's participants indicated that the conference was a powerful tool in initiating strategic tourism planning.

SHOWCASE YOUR MUNICIPALITY OR BUSINESS

Alberta Shows Off is an opportunity to present and share your product with all conference delegates.

Join rural Alberta's community leaders and small business owners April 4 - 6 at the Camrose Regional Exhibition for the 11th Annual Growing Rural Tourism Conference. This year's conference includes inspiring keynote presentations, concurrent sessions, delicious meals, an evening Gala and presentation of the Rural Tourism Champion Award, entertainment, and an opportunity to network with fellow tourism industry representatives and operators. Both educational and entertaining, this is an event you won't want to miss!

Early Bird Registration deadline: March 4, 2011



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Issue Summary Report

8.18 MUNICIPAL ADMINISTRATION LEADERSHIP WORKSHOP

#20110203006

Meeting : Regular Council Meeting

Meeting Date : 2011/02/08 10:00

Background

The Municipal Administration Leadership Workshop will be held May 17-20, 2011 in Kananaskis.

Registration fee for the workshop is \$499.

Recommendation

Motion to approve Sheila Kitz to attend the Municipal Administration Leadership Workshop from May 17-20, 2011 in Kananaskis.

Additional Information

Originated By : Sheila Kitz

Reference :

Day 1
Tuesday, May 17

- Contemporary Trends in Local Government: Roles and Responsibilities of Professional Managers

Day 2

Wednesday, May 18

- High Performance Government: Relationships between Governing Body and Staff (1/2 day session, am)
- HR Stream – Two Sides of the Recruitment Equation (1/2 day session, repeated)
- 2010 R & R: Revisiting & Reinventing the Basics of Municipal Management – Basics of Financial Administration (1/2 day session, am)
- Understanding Personal Strengths and Leadership Styles–Strength Deployment Inventory (1/2 day session, pm)
- 2010 R & R: Revisiting & Reinventing the Basics of Municipal Management – MGA 101 (1/2 day session, pm)

MOUNTAIN
Refresher

Day 3

Thursday, May 19

- Legal Stream I – Bankruptcy, Insolvency and Receivership-How they affect your municipality (1/2 day session, am)
- Making Leadership Last: Ethical Decisions into the 21st Century (1/2 day session, am)
- Escape Velocity: The story of how social media is impacting local government (1/2 day session repeated)
- Legal Stream II – Municipal Liability-The top 10 easiest ways to get sued (1/2 day session, pm)
- "Greed is Good"; and the Nine Other Reasons that Leadership Fails (1/2 day session, pm)
- Problem Solving: Using Our "Differents" (1/2 day session, pm)

Contemporary Trends in Local Government: Roles and Responsibilities of Professional Managers

Begins: Tuesday, May 17 – 1:30 pm

Ends: Tuesday, May 17 – 4:30 pm

Presenter: John Nalbandian, PhD

Two potentially conflicting trends dominate the work of local government professionals—administrative modernization and the search to create, maintain and preserve community identity. On the one hand, the modernization trend creates homogeneity; on the other hand, identity is unique. These trends must be bridged in order to nurture vibrant communities. Increasingly local government professionals find themselves in a "bridge building" role. This presentation describes the trends and the bridge building role and the importance of citizen engagement as a tool of contemporary community building.

HR Session – Two Sides of the Recruitment Equation

Begins: Wednesday, May 18 – 9:00 am or 1:30 pm

Ends: Wednesday, May 18 – 12:00 noon or 4:30 pm

Presenters: Rick Vogel & Mike Kerr

Mike will lead participants through an examination of *"How to prepare and present yourself to be a good candidate to be recruited."* Included in this short course will be a three pronged approach to help candidates understand the things they can do to help their success in securing the job of their dreams. The first prong will look at what an individual can do to ensure they have conducted relevant research to enhance how they are positioning themselves most effectively. The second prong looks at the basics of making a solid application – resume and your cover letter. The third prong looks at the things a person can do to get fully prepared for the interview and reference checking process. Rick will lead participants in a discussion of

"Developing a Recruitment Strategy to bring good people to your organization/team". This course will be composed of four sections. First, we will discuss how your organization should prepare for the recruitment process. Second, we will examine the key elements to a successful recruitment process. Next, we will look at the various methods to evaluate, assess and compare candidates. Finally, we will look at how to complete the process and how to handle the first phase of the successful candidate's employment.

R&R: Revisiting & Reinventing the Basics of Municipal Administration/Management – Basics of Financial Administration

Begins: Wednesday, May 18 – 9:00 am

Ends: Wednesday, May 18 – 12:00 noon

Presenter: Aleks Nelson and Christina Parkins
Solve the mystery of accumulated surplus! We will take you on a learning journey to help you understand the basics of municipal finance.

High Performance Government: Relationships between Governing Body and Staff

Begins: Wednesday, May 18 – 9:00 am

Ends: Wednesday, May 18 – 12:00 noon

Presenter: John Nalbandian, PhD

This segment will provide professional local government administrators with new insights about the values, dynamics, and relationships that affect political and administrative decision-making. Some helpful approaches for looking at decision-making will be discussed, and participants will have an opportunity to look at scenarios, which illustrate values and decision-making in action. Topics will include the three characteristics of high performing governing bodies; the value conflicts inherent in the work of elected officials and the most effective partnership between the governing body and professional staff.

Welcome Reception

Tuesday, May 17,

7:00 pm to

10:00 pm

Convention

Center,

Delta Lodge at Kananaskis

R&R: Revisiting & Reinventing the Basics of Municipal Administration/Management – MGA 101

Begins: Wednesday, May 18 – 1:30 pm

Ends: Wednesday, May 18 – 4:30 pm

Presenter: Sandra Dohel

Support your council at the outset by setting off in the right direction. This session will provide an overview of the essential sections of the Municipal Government Act that impact administration and council such as bylaws, policies, and other related matters.

Understanding Personal Strengths and Leadership Styles–Strength Deployment Inventory

Begins: Wednesday, May 18 – 1:30 pm

Ends: Wednesday, May 18 – 4:30 pm

Presenter: Carol Nalbandian, PhD

Using the self-assessment instrument, "The Strength Deployment Inventory" (SDI; www.personalstrengths.com), participants will learn more about the strengths of each person's leadership style and how collective strengths can best be used to build a more effective team. Based on Relationship Awareness Theory, the SDI provides insights into the motivation behind behavior and increases both self-understanding and understanding of others. The instrument is particularly helpful because it is non-judgmental, it makes good sense to people, and its concepts are easy to apply. It also looks at an individual's style not only when things are going well but also under situations of conflict.

Legal Stream I – Bankruptcy, Insolvency and Receivership – How they affect your municipality.

Begins: Thursday, May 19 – 9:00 am

Ends: Thursday, May 19 – Noon

Presenters: Bill Barclay &

Kelsey Becker Brookes, RMRF LLP

-Bankruptcy, Insolvency and Receivership, and how they affect your municipality! Why is this important? The simple answer is that your municipality may be at risk of losing significant sums of money through the insolvency of a contractor or service provider. It therefore becomes imperative to know how and when this can happen, and what you can do about it.

This session will describe and explain the various

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H O S T E D B Y T H E S O C I E T Y O F L

forms of insolvency protection that can be claimed by insolvent debtors, the basic processes involved, and the actions that can be taken by municipalities to protect themselves. This includes conducting appropriate searches, and the taking of various forms of security, including construction bonds, and letters of credit. The relative advantages and disadvantages of different forms of security will be discussed, as will real life examples of how municipalities can get into trouble, and how you can avoid the same type of situation. Other issues of importance will include how to deal with trustees, filing proofs of claim, adding debts to the tax roll, and various priority issues. As always questions and audience participation will be encouraged.

Making Leadership Last: Ethical Decisions into the 21st Century

Begins: Thursday, May 19 – 9:00 am

Ends: Thursday, May 19 – noon pm

Presenter: Klay Dyer, PhD

Although the term sustainable leadership is everywhere these days, there are very few guidebooks through the maze of words and ideas that help build a leadership structure that will last. This engaging, multi-media workshop will give managers and administrators some effective and practical tools for thinking through (and putting into action) policies and practices that will support decision making and guarantee long-term stability and goals. Participants in this workshop will take away a practical understanding of the management fundamentals of triple bottom ethics, transparency and reporting strategies, and the ethics of sustainable management.

Escape Velocity: The story of how social media is impacting local government.

Begins: Thursday, May 19 – 9:00 am or 1:30 pm

Ends: Thursday, May 19 – noon or 4:30 pm

Presenter: Walter Schwabe, Fusedlogic Inc.

The Internet, Web 2.0 technologies and real-time access have changed the expectations that citizens have of their government. Municipal governments are on the front-lines of citizen engagement. However, many government administrations are struggling with exactly how to address this challenge and integrate new technologies and processes.

Walter Schwabe's interactive session will help to remove the fear and uncertainty, and you'll learn what other municipal governments are doing around the world. In addition, learn how your administration can benefit and operate on a global stage.

In this session Walter Schwabe will reveal opportunities in economic development, tourism, service delivery enhancement and citizen engagement. Walter will also share stories from his upcoming book on Open Government; he has interviewed Canadian and US government officials, military leaders, public servants, mayors, councillors and CAO's, all regarding how social media, built on Web 2.0 technologies are gaining "Escape Velocity" within government. You don't want to miss this information-packed event. Bring your laptop or mobile device and more than one pen.

Legal Stream II – Municipal Liability – The top 10 easiest ways to get sued

Begins: Thursday May 19 – 1:30 pm

Ends: Thursday, May 19 – 4:30 pm

Presenters: Bill Barclay & Kelsey
Becker Brookes, RMRF LLP

The top ten easiest ways to get sued, including wrongful dismissal, tendering, defamation, contracts, torts, nuisance, trespass and bad faith (abuse of public authority). This session will address municipal liability issues of all types, but will focus on those issues of greatest concern to municipalities, and the individuals responsible for carrying out municipal duties.

While the Municipal Government Act contains some very strong protections for municipalities, and those delivering municipal services, law suits remain a fact of life. How can claims and litigation be avoided? The key is knowledge, and following up with best practices. This session will identify the types of situations which lead to most municipal litigation, discuss the key legal principles involved, and ways and means of avoiding liability. Presenters will draw on their personal knowledge, describe real life situations, and present a number of scenarios for consideration. Audience participation

'Greed is Good'; and the Nine Other Reasons that Leadership Fails

Begins: Thursday, May 19 – 1:30 pm

Ends: Thursday, May 19 – 4:30 pm

Presenter: Klay Dyer, PhD

Exploring the links connecting leadership, ethics, and power, this fast-paced, multi-media workshop invites a rethinking of the understanding of power in the workplace. Moving away from a kind of Darth Vaderian connotation of power as bad, this workshop gives some effective and practical tools to get things done in a particular way within particular guidelines. More importantly, this workshop will provide ten fundamentals of wielding power effectively, ethically, and in support of a healthy work culture.

Problem Solving: "Using Our Differents"

Begins: Thursday, May 19 – 1:30 pm

Ends: Thursday May 19 – 4:30 pm

Presenter: Tim Tamashiro, CBC Radio

There's a lot of value in your "differents." They allow you to stand out, they make you irreplaceable, and they make you unforgettable. Your "differents" are your single greatest asset, but only if you totally understand what your "differents" are and how they can help others.

Tim Tamashiro puts his "differents" to work everyday when he speaks, hosts, and sings. He's the expert on being different because, well, he is different. What are your "differents"? What separates you from the pack? The answer might be more obvious than you think.

You ARE different... so BE different. You can't afford not to.

Who will benefit from this session? Here's a shortlist:

Sales people	Brave HR
Teachers	Creatives
Fraidy Cats	Engineers

Special Events

Contemporary Trends in Local Government: Roles and Responsibilities of Professional Managers

John and Carol Nalbandian are accomplished workshop leaders with expertise in local government. They provide a three part conference program on high performing local government. The first two sessions lay out the attributes of contemporary trends in local government and the high performance of local governments. The third session focuses more specifically on personal leadership styles. These sessions will help you build capacity if high performing local government is the goal.

In 2007, Carol and John were named by the National Forum of Black Public Administrators in the United States as "Educators of the Year." In 2008, the Lawrence, Kansas, Chamber of Commerce recognized both of them with the Buford Watson "Public Service" award.

Awards Banquet

Thursday, May 19th
6:30 pm to 10:00 pm

The Jazz Gap

Jazz music is scary to a lot of people but do you know why? Jazz used to be the most popular music in the world so how did it go from "feel good" music to "feel what?" music? You're right! Jazz is often quite confusing and it all has to do with a journey from a dancers feet to a musicians head.

Let Tim Jamashiro, national host of *Jazz on CBC Radio 2* teach you the secret to falling in love with jazz. In thirty short minutes your fear of jazz can become appreciation. You might even enjoy it.

Tonight we're bridging the Jazz Gap. Prepare to tap your toes.

Eighth Annual Alberta Local Government Leadership Forum

Hosted by the Society of Local Government Managers and Local Government Leadership (LGL) Institute for civic leaders throughout Canada.

Community Engagement Strategies in Local Government

Dates: Monday, May 15 to Wednesday, May 17, 2011

3 Day Course

Instructor: Gordon McIntosh CLGM, PhD - President of the Local Government Leadership Institute

Now more than ever, civic officials need to seek citizen input, feedback and involvement in pursuing community futures and challenges. This highly interactive learning opportunity with Jan Enns and Dr. Gordon McIntosh weaves contemporary problem solving, strategic thinking, communication, and facilitation skills with 'real life' strategic issues to immediately advance participants' community engagement approaches. Leave with skills and strategies to design, implement and improve public communication and consultation processes in local, regional, Metis and First Nation settings. Take home tools will include a Consultation

Checklist, Community Profile, Solutions Seeking Model and Communication Templates.

Competency Building

Participants will focus on developing and enhancing the following concepts:

Facilitation – helping groups and processes to be effective

Communication – developing effective public messages

Strategic Thinking – using proactive and reactive stakeholder strategies

Problem Solving – developing realistic solutions for public support.

To register for the Alberta LGL Forum use the registration form on the back of this brochure or go to Website: www.clgm.net

Society of Local Government Managers and Local Government Administration Association

MANAGERS OF ALBERTA



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Issue Summary Report

8.19 FCM ANNUAL CONFERENCE AND MUNICIPAL EXPO

#20110203007

Meeting : Regular Council Meeting

Meeting Date : 2011/02/08 10:00

Background

The FCM Annual Conference and Municipal Expo will be held June 3-6, 2011 in Halifax.

Early Bird registration, before March 31st is \$699.

The conference agenda can be viewed at www.fcm.ca. A summary of the conference streams is attached.

Councillor Dach has expressed interest in attending this conference.

Recommendation

As per Council's wishes.

Additional Information

Originated By : Sheila Kitz

Reference :

REGISTER NOW

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Book your hotel
Companion Tours
Study Tours
Greening Our Event

2011 REGISTRATION FEES*

Early Bird

(until March 31, 2011)

Members - \$699

Non-Members - \$829

Regular

(after March 31, 2011)

Members - \$829

Non-Members - \$989

Full Time Student - \$199

*HST-not applicable.

*Further details upon registration

Conference streams: Finding your place at the conference

FCM is working on the following content streams for our sessions at this year's Annual Conference and Trade Show™. We will provide more information in a preliminary program as soon as the content becomes finalized.

General

FCM 101: An Introduction to FCM's Annual Conference and Trade Show™, and to the key issues the organization faces.

Join FCM staff and Board members for a quick briefing on the organization and its Annual Conference. Find out how you can reap the most value from your conference experience and what FCM does to serve you year-round.

State of our cities and communities: An FCM report release

This is the first in a regular series of reports FCM will release on the state of Canada's cities and communities. At this workshop, we'll provide a current, comprehensive analysis of the national issues playing out on local streets – from the infrastructure deficit, to climate change, to organized crime.

How to use social media in your municipality

Thousands of elected officials in all orders of government are using social media tools such as Twitter, Facebook and YouTube, to reach out to and engage with citizens. Social media offers municipalities new ways to update residents and businesses on municipal services. Increasingly, civil servants are using social media tools to share knowledge and collaborate on projects. Find out how to develop your own social media strategy to help you put these tools to work in your community.

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Economy

Strong communities, strong economy

Canada's big city chambers of commerce are just the latest in a long line of national groups and leaders to make the link between properly funded municipalities and a strong economy. At this workshop, you will hear the very latest on how municipalities are supporting economic growth. Find out how cities and communities can become investment hubs, diversify their economies and succeed in the global competition for jobs.

The municipal role in Canada's immigration strategy

One key to Canada's future is successfully integrating new Canadians into our society and economy. Municipalities play an essential role in attracting, retaining and supporting immigrants and their families. Find out what municipal leaders are doing in communities, large and small – and what FCM is doing to secure greater recognition of municipalities in Ottawa's immigration strategy.

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Infrastructure and transportation

Adapting to climate change: Protecting your local infrastructure

Climate change and the extreme weather events it spawns are creating an unprecedented challenge for municipal infrastructure operators. From the melting permafrost beneath Northern communities, to increased flooding and freezing rain in regions across Canada, the impact is growing. Learn how to manage the challenges resulting from extreme weather events, maintain existing services and keep your community's costs from spiraling out of control.

What next? Designing a new generation of federal infrastructure programs

Canada's current suite of federal infrastructure programs is set to expire in three short years. Now is the time to take stock of those programs, decide what worked well and what could work better, and start

working with federal, provincial, and territorial governments to design the next generation of programs. Find out what recommendations we're working on, and what improvements would most benefit your community.

Canada's new Infrastructure Report Card

FCM is a lead partner in a new project to develop a National Infrastructure Report Card. The report card will provide an annual status report on Canada's core public infrastructure, including municipal roads, bridges, water systems and public transit. During this workshop, you'll learn how the report card was developed, what its findings mean for your community, and how you can use the report card to benefit your municipality.

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Social issues

Housing first: Breaking the Costly Cycle of Chronic Homelessness

Chronic homelessness takes a terrible toll on thousands of Canadian families and lowers our communities' quality of life. Short-term solutions have proven ineffective and expensive. Fortunately, hundreds of North American communities have discovered "Housing First," a cost-effective strategy for reducing homelessness. Find out more about this initiative and how to bring it to your community.

Building age-friendly communities

As Canadians' average age goes up, all governments must turn their attention to serving the needs of older citizens and managing the costs of health care and social services. Find out what this means to our cities and communities, as they work to ensure older Canadians can live healthy, rewarding and independent lives.

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Policing and public safety

Safe streets and affordable taxes: Building a policing strategy that contains municipal Costs

Every city, town and village wants to reduce crime. The challenge is finding ways to keep our communities as safe as possible without crowding out other priorities or shifting too big a burden on to taxpayers. Policing costs are rising almost as quickly as healthcare costs and are the fastest-growing line item in most municipal budgets. During this workshop, you'll learn what's driving these cost hikes – and what all governments need to do to fight crime effectively and affordably.

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Issue Summary Report

8.20 DATE FOR PUBLIC AUCTION OF LANDS

#20110202003

Meeting : Regular Council Meeting

Meeting Date : 2011/02/08 10:00

Background

Section 418 of the M.G.A. requires Council to offer for sale at a public auction any parcel of land shown on its tax arrears list if the tax arrears are not paid.

Section 421(1)(a) of the M.G.A. states that the properties must be advertised for sale in the Alberta Gazette not less than 40 days and not more than 90 days prior to the date on which the public auction is to be held.

The date for the Public Auction of Lands for 2011 should be set for May 10, 2010 at 1:30 p.m.

Recommendation

Motion to set the date for the Public Auction of Lands for May 10, 2011 at 1:30 p.m.

Additional Information

Originated By : Sheila Kitz



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Issue Summary Report

8.21 SET DATE FOR BUDGET MEETING

#20110204004

Meeting : Regular Council Meeting

Meeting Date : 2011/02/08 10:00

Background

We require a motion from Council to set a date for the Budget Meeting prior to the April Council meeting.

Recommendation

As per Council's wishes.

Additional Information

Originated By : Sheila Kitz



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Issue Summary Report

8.22 DATE FOR MARCH PUBLIC WORKS MEETING

#20110204005

Meeting : Regular Council Meeting

Meeting Date : 2011/02/08 10:00

Background

The date of the regularly scheduled Public Works Meeting conflicts with the 2011 Spring Convention.

Section 193(3) authorizes Council to change the date of a regularly scheduled meeting.

Recommendation

Motion to reschedule the March public works meeting to Tuesday, March 15, 2011 at 10:00 a.m.

Additional Information

Originated By : Sheila Kitz



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Issue Summary Report

8.23 AAMDC STANDING ISSUES COMMITTEE

#20110204001

Meeting : Regular Council Meeting

Meeting Date : 2011/02/08 10:00

Background

At the AAMDC Zone 5 Meeting on January 31, 2011, the AAMDC Board invited the Zone to submit nominations for individuals to sit on Standing Issues Committees. Attached is the Member Bulletin and Terms of Reference for the Committees. As well they have included a Nomination Form for elected officials that are interested in serving on these committees representing the Zone.

The consensus at the Zone meeting was that not all elected officials were able to be in attendance at the Zone. Nominees would need the support of their respective councils, therefore each council needed to take that information back to their own Council meetings for discussion and resolution to put names forward.

Each Council member needs to consider if they are interested in serving on one of these committees. If so please complete the nomination form (will be emailed to you separately for completion). A resolution will be considered at the meeting if there is interest of Council members to have their names put forward.

Please note that according to the Member Bulletin, final approvals for membership on the Standing Committees will be made at the AAMDC Board level.

Recommendation

Motion to support nomination of interested council members to the AAMDC Standing Committee.

Additional Information

Originated By : skitz



MEMBER BULLETIN

December 22, 2010

AAMDC Invites Member Involvement in Committees

The AAMDC is pleased to announce a new standing issue committee (SIC) structure. Now is your opportunity to lend your expertise and interest to the advocacy process. Through increased involvement with the AAMDC as a committee member, you will:

- Influence decisions of the AAMDC Board of Directors;
- Provide input into provincial initiatives;
- Gain first-hand experience in furthering the AAMDC's advocacy efforts;
- Liaise with other members and provincial representatives;
- Understand the varied perspectives of other districts.

Standing issue committees are an important resource for the AAMDC Board. Members are urged to consider lending their talents to this valuable initiative.

In an effort to distribute the workload more evenly, the AAMDC has realigned the three previous committees into the following four new ones. The attached terms of reference outlines the objectives, mandate and composition of the SICs. The new committees are:

- **Resources, Agriculture and the Environment**
- **Intergovernmental Relations, Finance and Justice**
- **Social Issues and Concerns**
- **Infrastructure, Transportation and Municipal Affairs**

District chairs are asked to include nominations to the SICs on their next agenda. Each district is asked to nominate **a minimum of three (3) individuals to each committee**. The AAMDC Board will then make the final approvals. CAOs are likewise encouraged to fill out the form in order to be considered for appointment to committees on an issue-by-issue basis. Please make note of the remuneration outlined in the terms of reference, as member municipalities are responsible for any applicable per diem costs.

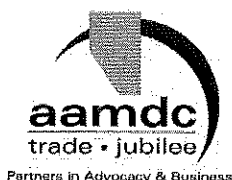
The attached form must be completed for each nominee and submitted to Tasha Blumenthal at tasha@aamdc.com or by fax to 780.955.3615. The form can also be filled out online here.

Enquiries may be directed to:

Tasha Blumenthal
Advocacy and Convention Administration Coordinator
780.955.4095

Kim Heyman
Director, Advocacy and Communications
780.955.4079

Attachments



STANDING ISSUE COMMITTEES (SIC) TERMS OF REFERENCE

OBJECTIVES

The primary role of these committees is to:

- Act as a task-oriented resource that can be brought together at the call of the AAMDC Board of Directors or in response to a member-driven initiative.
- Review and provide recommendations to the AAMDC Board on issues as they relate to the ministries outlined in each committee's mandate.
- Represent the entirety of the membership when making recommendations to the AAMDC Board of Directors.
- Maintain confidentiality, as required, of materials provided to or discussions within the committee.

MANDATE

Each committee will be responsible for dealing with issues or tasks that arise as they relate the Government of Alberta ministries, and at times, their federal government counterparts.

Resources, Agriculture and the Environment

- Agriculture and Rural Development
- Energy
- Environment
- Sustainable Resource Development
- Tourism, Parks and Recreation

Intergovernmental Relations, Finance and Justice

- Aboriginal Relations
- International and Intergovernmental Relations
- Employment and Immigration
- Treasury Board
- Finance and Enterprise
- Executive Council
- Justice
- Solicitor General and Public Security
- Service Alberta

Social Issues and Concerns

- Advanced Education
- Education
- Children and Youth Services
- Culture and Community Spirit
- Health and Wellness
- Seniors and Community Supports
- Housing and Urban Affairs

Infrastructure, Transportation, and Municipal Affairs

- Municipal Affairs
- Transportation
- Infrastructure

COMPOSITION

Each committee will comprise:

- The AAMDC President as an ex-officio member
- A member of the AAMDC Board of Directors, appointed on an annual basis, to act as chair
- One (1) elected officials from each district, nominated by the district and approved by the AAMDC Board
- One (1) municipal administrative official appointed by the board on an issue-by-issue basis
- External subject experts or resources as needed

A minimum of three nominees from each district must be received immediately after the first duly constituted district meeting following a municipal election. The AAMDC Board will approve one nominee from each district and may, at its discretion, approve alternates.

TERM

Each district representative shall serve a term that is the duration of the municipal election cycle.

REPORTING RELATIONSHIP

Each Standing Issue Committee shall report to the AAMDC Board through its Chair. Standing Issue Committees have no resolution making powers.

FREQUENCY OF MEETINGS

Meetings will be assembled at the request of the AAMDC Board of Directors when a specific task or issue arises.

COMMITTEE SECRETARIAT, ADMINISTRATIVE AND FINANCIAL SUPPORT

- The AAMDC will provide all necessary administrative resources to the working group.
- The AAMDC office shall provide or arrange meeting space for the committees as required.
- If applicable, per diem costs associated with participation in a Standing Issue Committee will be borne by the member municipality.
- The AAMDC shall reimburse committee members for travel, accommodation, and meal expenses related to attendance of committee meetings.



AAMDC Standing Issue Committee Nomination Form

First Name: _____ Last Name: _____

Municipality: _____

Mailing Address: _____

City: _____ Postal Code: _____

Phone Numbers: Municipal: _____ Home: _____ Cell: _____

Email Address: _____

Regular Council Day: ☐ Mon. ☐ Tues. ☐ Wed. ☐ Thurs. ☐ Fri.

Council meets: ☐ Weekly ☐ Bi-weekly ☐ Monthly ☐ Other: _____

Please indicate on which of the following committees you would be interested in participating, and rank your top choices. (Put "n/a" if you would not like to be considered for a particular committee.)

- ☐ Resources, Agriculture and the Environment
- ☐ Intergovernmental Relations, Finance and Justice
- ☐ Social Issues and Concerns
- ☐ Infrastructure, Transportation and Municipal Affairs

Please provide a brief description of your interest in this committee.

Please outline what expertise you can bring to this committee.

Please describe previous involvement with other committees.

Please describe why you would like to be more involved with the AAMDC.

SUBMIT FORM

Date: _____



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Issue Summary Report

8.24 VERMILION WATERSHED MANAGEMENT PROJECT

#20110204006

Meeting : Regular Council Meeting

Meeting Date : 2011/02/08 10:00

Background

The Vermilion River Watershed Management Project has prepared a survey to assess municipal priorities and activities related to watershed management. The intent of the survey is to determine the need for and use of watershed-related environmental information, tools and planning processes by municipalities in the Vermilion River watershed. The results of the survey will help the VRWMP steering committee develop a watershed management plan that provides realistic strategies to address the needs and priorities across the watershed.

Dennis Bergheim and Krystle Fedoretz have completed the survey. Council to review their answers and decide if they wish to make any changes.

Survey results, information and maps will be shared at a Vermilion River workshop in Vegreville on Friday, March 4th. The development and implementation of a watershed plan for Vermilion River will also be discussed at the workshop.

Recommendation

Motion to approve the survey as completed or approve the survey as amended by Council and submit it to the VRWMP.

Motion to authorize a representative from Council to attend the Workshop on March 4, 2011.

Additional Information

Originated By : Sheila Kitz

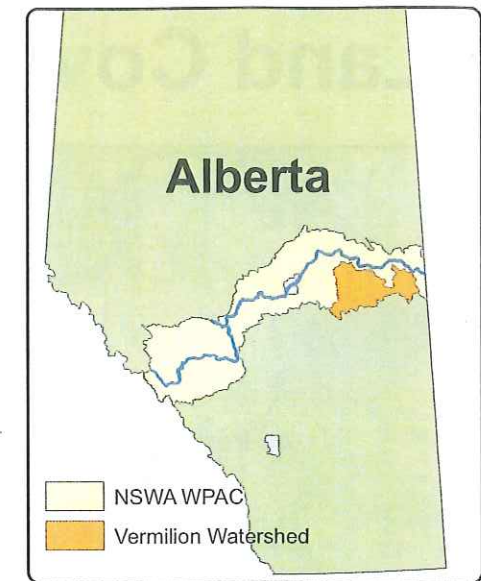
Land Cover and Key Features of the Vermilion River Watershed



Legend

- Vermilion Watershed
- Hydrology
- Towns
- Holden Drainage District
- Rural Municipalities
- AAFC 30m Land Cover**
 - Agriculture - Annual Cropland
 - Agriculture - Perennial Hay & Pasture
 - Grassland
 - Shrubland
 - Coniferous Forest
 - Deciduous Forest
 - Mixed Forest
 - Wetland
 - Water Bodies
 - Exposed Land
 - Developed Land

Land Cover and Key Features of the Vermilion River Watershed



Legend

- Vermilion Watershed
- Hydrology
- Towns
- Holden Drainage District
- Rural Municipalities
- AAFC 30m Land Cover**
 - Agriculture - Annual Cropland
 - Agriculture - Perennial Hay & Pasture
 - Grassland
 - Shrubland
 - Coniferous Forest
 - Deciduous Forest
 - Mixed Forest
 - Wetland
 - Water Bodies
 - Exposed Land
 - Developed Land

Appendix 1 for 8.24: Vermilion River Watershed Management Project Survey

5) Other comments

Please use the space to provide other comments about your environmental or watershed planning and management initiatives.

6) Requests for Additional Information:

Please use this space to request any other information about the topics addressed in this survey.

Please return your completed survey by **February 16, 2011!**

Thank you!

Appendix 1 for 8.24: Vermilion River Watershed Management Project Survey

4) Other Municipal Programs and Services

Various municipally administered programs and services can also influence watershed health and function, including environmental, conservation and community planning; water, wastewater & stormwater operations; transportation and road maintenance, and agricultural services. Existing municipal services, programs and initiatives can, and may already, incorporate and consider watershed issues. Please indicate to what level the following watershed considerations are incorporated in your current municipal programs and services.

Watershed Considerations	Not at All	Minimal	Moderate	Significant	Always	N/A
Developing key environmental policy areas		X				
Implementing conservation plans for environmentally significant areas	X					
Considering watershed amenities in community planning and economic development		X				
Using structural stormwater BMP's such as wet and dry ponds, constructed wetlands, infiltration trenches, oil/grit separators, and bioswales			X			
Promoting green roofs, rain gardens or rainwater capture	X					
Practicing water conservation, demand management, or public education	X					
Planning for source water and ground water protection	X					
Implementing wastewater treatment improvements – source control, wastewater irrigation, biosolid BMPs or advanced treatment systems		X				
Placing imitations / requirements on private sewage systems for new developments					X	
Keeping dangerous goods routes and truck routes away from water bodies	X					
Using BMPs for salt management, snow storage & treatment / disposal		X				
Controlling invasive alien species effectively and responsibly				X		
Providing market based incentives for landowners to adopt beneficial management practices	X					
Promoting alternative road design, parking design and permeable pavement	X					
Incorporating biodiversity and species at risk planning	X					
Creating and restoring wildlife habitat core areas, corridors and linkages		X				
Practicing floodplain protection and using flood management tools	X					
Practicing low impact recreational trail design			X			
Promoting schoolyard naturalization and institutional xeriscaping	X					
Promoting watershed stewardship or assisting watershed stewardship groups		X				
Practicing and promoting wetland restoration	X					
Assessing and promoting health of riparian areas		X				
Promoting off-stream watering systems for livestock			X			
Promoting conservation tillage and buffer strips		X				
Promoting rotational grazing systems		X				
Protecting woodlots and promoting agro-forestry uses	X					
Other						

Appendix 1 for 8.24: Vermilion River Watershed Management Project Survey

3) Watershed Considerations within Non-Statutory Planning Documents

Land use bylaws and development standards can also influence watershed health and function. Existing non-statutory planning documents, zoning, permits and subdivision development standards can, and may already, incorporate and consider watershed issues. Please indicate to what level the following watershed considerations are incorporated in your current planning processes.

Watershed Considerations	Not at All	Minimal	Moderate	Significant	Always	N/A
Open space zoning and conservation zoning is used to protect natural areas from development	X					
Direct control districts are a tool used for controlling development on sensitive lands.		X				
Agricultural conservation easements are used as a tool for protecting agricultural land.		X				
Administering conservation easements through conservation agencies such as NCC, ACA or DUC	X					
Subdivision design standards aim to preserve and complement green infrastructure and limit development in environmentally sensitive areas		X				
Design standards strive to minimize impervious surfaces and maximize surfaces with natural vegetation			X			
Design standards utilize Best Practices for reducing stormwater impacts			X			
Design standards promote walkable communities and access to transit		X				
High density development (residential and commercial) is used to leave space for green areas (cluster development)	X					
Landscaping allows for water infiltration into soil and/or stormwater retention		X				
Using tree planting and retention policies and practices		X				
Promoting drought tolerant vegetation and natural vegetation	X					
Restricting development that will negatively impact ecological health and water quality		X				
Requiring and evaluating setbacks from water bodies based on ecological function		X				
Utilizing flood plain delineations for major water courses	X					
Considering erosion hazards and steep slopes for all developments				X		
Promoting <u>appropriate</u> development and protection near lakes			X			
Ensuring soil and groundwater assessments are completed to determine suitability of septic systems					X	
Evaluating and <u>confirming</u> sustainable water supplies (both surface and groundwater)		X				
Administering conservation easements by the municipality	X					
Other						

Appendix 1 for 8.24: Vermilion River Watershed Management Project Survey

2) Watershed Considerations within Statutory Planning Documents

Municipal development plans, area structure plans and inter-municipal development plans can influence watershed health. Existing statutory planning documents can, and may already, incorporate and consider watershed issues. Please indicate to what level the following watershed considerations are incorporated in your current planning processes.

Watershed Considerations	Not at All	Minimal	Moderate	Significant	Always	N/A
Identifying, protecting and restoring green spaces and corridors		X				
Limiting development in environmentally sensitive areas		X				
Assessing watershed or drainage impacts of proposed development patterns				X		
Relieving development pressures on agricultural or environmentally significant lands near urban areas by promoting densification or infill development		X				
Encouraging brownfield site reclamation and redevelopment		X				
Developing comprehensive policies for protecting agricultural land, with agri-environmental practices		X				
Requiring that environmental impacts be considered for all land uses, including transportation and infrastructure decisions		X				
Setting priorities to identify and manage natural areas		✓				
Creating policies and incentives for development that prevents, mitigates, or minimizes environmental impacts		✓	✓			
Preserving all water features including wetlands, stream banks and riparian areas.				✓		
Identifying sensitive areas for environmental reserves		✓				
Avoiding watercourse alterations that may increase stream velocity or risk of erosion						✓
Promoting cluster development where appropriate		X				
Considering conservation of important natural areas when determining location of roads, pipelines and other infrastructure		X				
Creating efficient public transportation and walkable communities		X				
Adopting and promoting smart growth principles in urban and nearby areas						X
Requiring environmental information or impact statements before land use decisions are made		X				
Reclaiming contaminated lands		X				
Directing development away from unserviced, open space or agricultural lands to already developed areas	X					
Redevelopment areas incorporate new strategies, priorities, policies and information to promote watershed health and function	X					
Other site-specific issues and priorities <i>request geotechnicals</i>			X			

Appendix 1 for 8.24: Vermilion River Watershed Management Project Survey

1) Information Used

A wide range of information is needed to help municipalities set watershed goals and priorities, to determine watershed management strategies and to measure the success of watershed efforts. Sources include information gathered by government and non-government groups, information gathered by developers, information gathered by municipalities, and environmental studies conducted within municipalities. To what extent does your municipality utilize the following sources of information related to municipal, environmental, and watershed planning?

Information sources used	Not at	Minimal	Moderat	Significa	Always	N/A
State of the North Saskatchewan River Watershed (NSWA, 2005) ¹	X					
NSWA Municipal Guide (2006) ²		X				
Vermilion River Water Supply and Demand Study (2009) ³	X					
NSWA (2010). Economic Activity and Ecosystem Services in the North Saskatchewan River Basin. ⁴	X					
VROAC – Recommendations Report (December 2000) ⁵	X					
Regional Groundwater Assessment Reports ⁶	X					
Water quality monitoring reports from municipalities, Alberta Environment and allied organizations ⁷	X					
Ecologically Significant Areas ⁸			X			
Municipal Sustainability Strategies					X	
Riparian Health Inventories / Assessments ⁹	X					
Land Stewardship Centre of Canada <i>Green Communities Guide</i> . ¹⁰	X					
Other (please list)						

¹ <http://nswa.ab.ca/content/state-of-the-watershed>

² <http://nswa.ab.ca/content/municipal-resource-guide>

³ <http://nswa.ab.ca/content/vermillion-water-supply-and-demand>

⁴ <http://nswa.ab.ca/economics>

⁵ <http://www.vroac.ca/docs.htm>

⁶ <http://hcl.ca/reports.asp>

⁷ <http://www.environment.alberta.ca/01256.html>

⁸ <http://www.tpr.alberta.ca/parks/heritageinfocentre/environsigareas/default.aspx>

⁹ <http://www.cowsandfish.org/riparian/health.html>

¹⁰ <http://www.landstewardship.org/green-communities-guide/>. Online copy at <http://www.olds.ca/communtiy/green.pdf>.

Appendix 1 for 8.24: Vermilion River Watershed Management Project Survey



Vermilion River Watershed Management Project

9504 - 49th Street, Edmonton, Alberta T6N 2M9

Phone: 780-442-6363 Fax: 780-495-0610

Survey of Municipal Involvement in Watershed Planning and Management

The intent of this survey is to determine the need for, and the use of, watershed-related environmental information, tools and planning processes by municipalities in the Vermilion River watershed. Results from the survey will help the VRWMP Steering Committee develop a relevant watershed management plan that provides realistic strategies to address needs and priorities across the watershed, for your communities. Survey results and additional information, data and map outputs compiled by the VRWMP Steering Committee will be shared with you at an upcoming workshop in Vegreville on Friday, March 4, 2011. Details of March 4th event will be sent to you in the coming weeks; please mark your calendars!

Please return your completed survey by February 16th by mail or fax to the address listed above, or by email: graham.watt@nswa.ab.ca (if you choose to fill in the survey electronically in this word document or scan your response).

For each statement or activity listed in the table rows below, please indicate your level of 'use' or 'consideration of' with a single 'X' in the response that best fits your situation. If the statement or activity listed in the table row does not apply to your situation, please select N/A for 'not applicable'.

If there are other plans, programs or initiatives you wish to note, put these in the "other" box at the bottom of each table, in the space at the bottom of each page, or in the space at the end of the survey.

We truly appreciate your time and input. Thank you.

Appendix 1 for 8.24: Vermilion River Watershed Management Project Survey

County of St. Paul

Page 2

We request that the attached survey be completed on behalf of your municipality, by your staff and elected officials by February 16, 2011.

Please save the date for representatives to attend a Vermilion River watershed workshop in Vegreville on Friday, March 4th (invitation forthcoming). Survey results, information and maps will be shared at this meeting and we will discuss the development and implementation of a watershed plan for the Vermilion River.

If you have any questions about the content of the survey please contact VRWMP Chairperson Pat Gordeyko (780-632-1560 / pgordeyko@thcounty.ab.ca) or NSWA Basin Planner Graham Watt (780-496-2870 / graham.watt@nswa.ab.ca).

Thank you!

Appendix 1 for 8.24: Vermilion River Watershed Management Project Survey



Vermilion River Watershed Management Project
9504 – 49th Street, Edmonton, Alberta T6B 2M9
Phone: 780-442-6363 Fax: 780-495-0610

January 19, 2011

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

RECEIVED JAN 25 2011

Attention: Reeve and Council

Re: Survey and Update on the Vermilion River Watershed Management Project

Ladies and Gentlemen:

We are pleased to provide an update on the progress of the Vermilion River Watershed Management Project (VRWMP) to your municipality. The VRWMP is developing a plan for the Vermilion River watershed that balances social, economic and environmental needs of the watershed community. For more information go to <http://nswa.ab.ca/vermilion>.

The VRWMP is nested within the broader *Integrated Watershed Management Plan for the North Saskatchewan River in Alberta (IWMP)*. The NSWA has released a *Discussion Document* which presents draft recommendations (available at <http://nswa.ab.ca/iwmpdiscussion>) and will soon be releasing a companion *Workbook*. Note that the NSWA is hosting the IWMP in parallel to the VRWMP, and will be contacting you to discuss the draft recommendations.

The VRWMP was initiated in January 2009 as a collaborative initiative between the North Saskatchewan Watershed Alliance (NSWA); Alberta North American Waterfowl Management Plan Partners (AB NAWMP); North East Alberta Water Management Coalition (NEAWMC); Counties of Beaver, Minburn, Two Hills and Vermilion River; Towns of Vegreville and Vermilion (representing Holden, Mannville & Two Hills); Alberta Environment Vermilion River Operations Advisory Committee; Holden Drainage District; and Lakeland College.

In the past year we have identified and analyzed key issues, drafted watershed goals, and have begun preparing draft watershed management recommendations. In the coming months we will, with your input, be preparing a draft Watershed Management Plan addressing issues related to surface water (quality, quantity and aquatic ecosystem; groundwater (quality and quantity); and watershed land use and management.

We have prepared a survey to assess municipal priorities and activities related to watershed management (see attached survey). Ultimately we seek your local knowledge and expertise. In return, we are striving to provide a useful tool for municipalities that are interested in a) considering watershed planning within the current land and water planning processes, b) building beneficial partnerships and c) encouraging innovative opportunities to meet environmental outcomes.



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

Issue Summary Report

8.25 MUNICIPAL SUSTAINABILITY STRAGETY INPUT

#20110204009

Meeting : Regular Council Meeting

Meeting Date : 2011/02/08 10:00

Background

The Province of Alberta has been working on a Municipal Sustainability Strategy. This strategy was presented to Rural Elected Officials at the Fall AAMDC Convention for comment and review. We have been reminded from Municipal Affairs that the deadline for comments is February 28, 2011. Councils members could submit comments individually through the Municipal Affairs website or collectively as a council. The Municipal Sustainability Strategy Report is available on-line at: www.municipalaffairs.alberta.ca/1330.cfm. You also may have picked up a copy at the Fall AAMDC Convention.

If it is Council's wish to submit comments collectively, then Administration will need those comments at the February 8, 2011 Council meeting. If you have any comments or suggestions you would like to have sent, please bring to the Council Meeting.

Recommendation

As per Council's wishes.

Additional Information

Originated By : skitz



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

Issue Summary Report

8.26 2010 MUNICIPAL ELECTION ISSUE

#20110203019

Meeting : Regular Council Meeting

Meeting Date : 2011/02/08 10:00

Background

Following the 2010 Municipal Election whereby a candidate was not allowed on the ballot and then ordered to be put on the ballot from a Court Ruling which included an award of costs, Council made a resolution to send a letter to Municipal Affairs requesting consideration of reimbursement of legal fees associated with this issue. On January 25, 2011 the County received a letter from Minister of Municipal Affairs Hector Goudreau indicating that they have denied our request for reimbursement. See the letter attached.

On January 31, 2011 the CAO spoke with Bob Barrs, President of the AAMDC and he recommended that if Council wanted to pursue having the AAMDC advocate on our behalf regarding the reimbursement of funds, the Council should present an emergent resolution for consideration at the Spring AAMDC Convention regarding the reimbursement. He also indicated that the County may want to consider bringing forth a resolution to the next Zone 5 meeting which would call for amendments to the Local Authorities Elections Act relating to nomination forms requirements.

Attached also is the letter sent to Municipal Affairs requesting costs of \$13,355,27.

Alternatives

Council will need to consider two resolutions.

Resolution to bring forth an Emergent Resolution to the AAMDC Spring Convention regarding AAMDC advocating for the County of St. Paul to be reimbursed for legal costs resulting from an election issue around nomination procedures.

Resolution to bring forth a Resolution to the AAMDC Zone 5 meeting of July 4, 2011 regarding amendments to the Local Authorities Election Act that will clarify requirements of candidates for nomination.

Recommendation

Council to decide if they want to pursue Emergent Resolution.

Council motion to bring forth a Resolution to the AAMDC Zone 5 meeting of July 4, 2011 regarding amendments to the Local Authorities Election Act that will clarify requirements of candidates for nomination.

Additional Information

Originated By : skitz

Reference :



ALBERTA
MUNICIPAL AFFAIRS

Office of the Minister
MLA, Dunvegan - Central Peace

RECEIVED JAN 25 2011

AR49487

January 17, 2011

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

Dear Reeve Upham:

Thank you for your letter of November 30, 2010, regarding the court ruling on the validity of a candidate's nomination papers that were not commissioned involving the County of St. Paul's 2010 general municipal election under the *Local Authorities Election Act (LAEA)*.

Under section 28 (1.1) of the *LAEA*, if a returning officer receives a nomination paper, the person who is nominated as a candidate is responsible for ensuring that the nomination filed meets the requirements. Once nomination papers are received by the returning officer, that candidate's name would be included on the ballot. As you are aware if there is a question on the validity of the nomination papers, only a court can make a determination and exclude that candidate.

Alberta Municipal Affairs received a call from the county on September 21, 2010, the day after the close of nominations, at which time the question was asked if the non-commissioned papers were valid. As the nomination paper was accepted, the legislation does not authorize the returning officer to exclude a candidate's name. The question regarding whether the candidate should be included on the ballot was not asked but advisory staff did advise the county to seek legal advice.

.../2



104 Legislature Building, Edmonton, Alberta T5K 2B6 Canada Telephone 780-427-3744 Fax 780-422-9550

P.O. Box 1054, 035- 1 Avenue SW, Falher, Alberta T0H 1M0 Canada Telephone 780-837-3846 Fax 780-837-3849
Toll Free From All Areas 1-866-835-4988

Printed on recycled paper

Reeve Steve Upham

Page 2

While I appreciate the challenges faced by the county in this matter, I must decline your request for reimbursement of legal costs. As the Honourable Mr. Justice D.R.G. Thomas noted in his written reasons for judgement, the county together with its legal counsel decided to oppose the challenge when “not opposing it would have perhaps been a more sensible path to take.”

Thank you again for writing.

Sincerely,

A handwritten signature in black ink, appearing to read 'Hector Goudreau', with a stylized flourish at the end.

Hector Goudreau

Minister of Municipal Affairs

MLA, Dunvegan-Central Peace

cc: Honourable Ray Danyluk, MLA, Lac La Biche-St. Paul

Appendix 2 for 8.26: Letter of request to Municipal Affairs

November 30, 2010

The Honourable Hector Goudreau
Minister Municipal Affairs
104 Legislature Building
10800 – 97 Avenue
Edmonton, AB T5K 2B6

Dear Honourable Minister

Re: **County of St. Paul Election Issue**

As per our conversation at the AAMDC Convention, this letter is in reference to the election issue the County of St. Paul experienced during the 2010 Municipal Election. The issue occurred on Nomination Day when a candidate sent in her nomination papers with her husband and did not have them commissioned by a Commissioner of Oaths. She did arrive to sign the documents but this was after the 12:00 deadline to receive Nomination Papers.

Our Returning Officer, based on his Returning Officer Training and advice received by Municipal Affairs and echoed by our legal counsel, made the decision to exclude the candidate's name from the election ballot. According to the Local Authorities Elections Act the candidate's only option was to seek a Court Order to have her name included on the Election Ballot. The candidate commenced this action and based on the *Crilly v. Isley* case was successful. Consequently, the County was ordered to put her name back on the ballot as well as cover her legal costs.

Since the County of St. Paul does not have control over the Local Authorities Elections Act or its Regulations, the training, nor the advice received that led to this outcome, we are asking Municipal Affairs' consideration for reimbursement of our costs experienced which total \$13,355.27 (excluding GST). I am enclosing copies of the Order, and invoices from both legal counsels for your information. If you require further clarification, please do not hesitate to contact our Administrator, Sheila Kitz at (780) 645-3301 ext. 208.

Sincerely,

Steve Upham
Reeve

Cc: The Honourable Ray Danyluk, MLA Lac La Biche-St. Paul
Bob Barss, President AAMD&C



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5015 - 49 Avenue, St. Paul, AB T0A 3A4
www.county.stpaul.ab.ca

Issue Summary Report

8.27 ROAD DATA AGREEMENT

#20110204002

Meeting : Regular Council Meeting

Meeting Date : 2011/02/08 10:00

Background

The Province has developed a new permit issuing system called TRAVIS MJ that will bring local municipalities into the new system and require them to maintain data and provide permit approval through the TRAVIS MJ system. Roadata Services will provide the services to transition the County data into TRAVIS M.J. After the transition, Roadata will maintain data and provide permit approval services. The province will provide funding for the transition.

We have received a contract from Roadata related to the transition into TRAVIS MJ and ongoing service after implementation.

Recommendation

Motion to approve the contract with Roadata for the transition into TRAVIS MJ and ongoing services after implementation.

Additional Information

Originated By : Leo deMoissac

Reference :



County Council
c/o Sheila Kitz
Chief administrative Officer
County of St. Paul
5015 – 49th Avenue
St. Paul, AB
T0A 3A4

January 26, 2011

TRAVIS MJ CONTRACT DETAILS

We are please the County has asked us to prepare a contract package for Council review and approval. We look forward to the opportunity to continue our long standing relationship with County of St. Paul.

The Province of Alberta has developed a new permit issuing system known as TRAVIS MJ that will bring local municipalities into this system and require all municipalities to maintain data and provide permit approval through the TRAVIS MJ system.

Roadata Services Ltd. (RDS) will provide all required services to transition County of St. Paul data into TRAVIS MJ. Following the Transition, RDS will maintain Data and provide permit approval services.

The Province of Alberta will be providing funding to each municipality based on fees per approval. Transition into TRAVIS MJ can occur before funding will be made available to Municipalities. Municipalities that are part of TRAVIS MJ will be able to immediately take advantage of the funds when available. For this reason we encourage all municipalities to transition as soon as possible.

The following information will provide a summary of the contract related to transition into TRAVIS MJ and ongoing service after implementation. These services have been designed to have no impact on Municipal budgets as we are deferring payment for transition services until funding is received from the Province.

Our objective is to provide the same high level of service we currently have provided County of St. Paul for many years.

Sincerely,

A handwritten signature in black ink, appearing to read "Bruce Olson".

Bruce Olson,
President, Roadata Services Ltd. – 403-356-2681 – bolson@roadata.com

cc: Leo DeMoissac – Public Works Superintendent – County of St. Paul

Nicole Wright – Operations Manager - 403-356-2697 – Nicole@roadata.com

Angela Kinzel – Communications Manager - 403-356-2688 – Angela@roadata.com



County of St Paul No 19
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Issue Summary Report

8.28 RADAR SPEED DIRECTORS

#20110203017

Meeting : Regular Council Meeting

Meeting Date : 2011/02/08 10:00

Background

Bryan Bepalko received 2 quotes for Radar Speed Directors to record and log speeds and do traffic counts. He compared the specs on the radar speed directors and they are basically the same. The quotes are as follows:

\$10,914.75 - Alberta Traffic Supply Ltd. (new unit)

\$25,039.00 - Hi Signs (new unit)

\$19,414.00 - Hi Signs (lightly used unit)

Recommendation

Motion to authorize the purchase of two Radar Speed Directors from Alberta Traffic Supply Ltd. for \$10,914.75 each.

Additional Information

Originated By : Sheila Kitz

SP-710/SP-715
radar trailer

technical specifications



trailer

Overall width: 66"
Overall length: 118"
Height: Transport- 90"
Operation- 136"
Weight: 900 lb.
Axle: 2100 lb.
with 15" radial tires
Winch: 1000 lb.
Coupler: 2" or pintle eye
Also equipped with 3 stabilizing jacks
and 2 extendable arms

display

2-digit (12" x 18") display in miles (SP-710)
3-digit (12" x 18") display in km (SP-715)
5 x 7 pixels per character
4 LEDs in optical lens per pixel

radar

12° K-band radar with a detection distance of 1500 feet
Directional radar for detection of
approaching traffic only

controller/programming

On-site programming using keypad
Password protection
Battery saver automatic shut-off feature
Built-in solar regulator

solar power supply

1 solar panel (50 watts) and
4 deep cycle 6 volt batteries
Various configurations of solar panels and
batteries available

options

- ☒ 30 amp charger
- ☒ Alarm system (vandalism)
- ☒ Locking wheel nuts
- ☒ Warning system for workers with siren and strobe light

- ON BOARD CHARGER

- PROGRAM.

- TUNING FORK

- LOCAL SERVICE - EDMONTON.

RTL 
GIVING YOU THE RIGHT DIRECTION
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2120, Lavoisier
Sainte-Foy, Quebec
G3H 4B1 CANADA
1-888-488-7446
Fax: (418) 654-0517
www.ver-marc.com

www.PLOZAR.com

Printed in Canada

Radar Speed Director

item# RD18

- Julie
- Chris

Common Standard Features

Standard Trailer Construction

- Heavy-duty tubular steel frame construction
- Four corner swivel jacks and tongue jack
- Retractable speed limit sign (24" X 30") with interchangeable numbers
- Solar panel mounts above the speed limit sign, not affected by shadows
- Compact size for deployment anywhere
- Dimensions & Weights
 - Length with Drawbar: 109" (277cm)
 - Length w/o Drawbar: 58" (147cm)
 - Trailer Width at Fender: 54" (137cm)
 - Operating Height: 124.5" (316cm)
 - Traveling Height: 67.5" (177cm)
 - Approximate Weight: 876lbs (347kg)

Standard Sign Construction

- Approach only K band radar used. Adjustable sensitivity selection
- Aluminum cabinet
- Sunshades
- Three selectable settings on control panel
- Solar panel regulator and low voltage disconnect for 12 VDC (solar charged systems)
- Remote output terminals on over speed and extreme speed settings for accessory warning devices like strobe light and/or audio alarms

Cabinet

- Cabinet size: 36.5" (93cm) W X 36" (91cm) H X 9" (23cm) D
- Weight: 68 lbs (31kg)
- 18" characters with fenses and sunshades

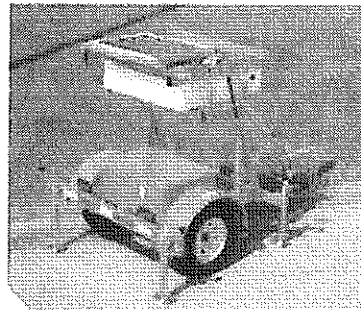
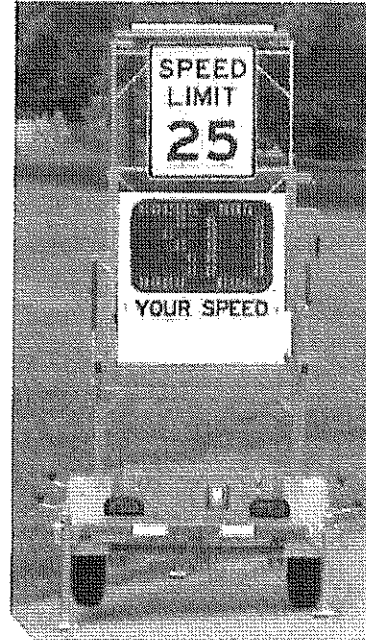
Sign Options

- 365 day timer
- External lights or alarms
- Red LEDs
- Yellow diamond grade sheeting
- Km/h

Trailer Options

- Retractable drawbar with axle lock bar
- Larger regulatory sign 30" X 36"
- Motion alarm
- Extra solar panels and/or batteries
- Fabric cover with opening for solar panel

Trailer battery box (right); Speed Director control panel (far right)



Travel position

Features

- Optical Lenses and sun shades over 18" characters
- Customize your own activation, violation and extreme speed settings
- Battery/solar powered
- New technology lowers maintenance costs and increases energy efficiency
- Powder coated paint
- Locking control box and battery box
- See-through trailer design keeps the children visible
- One person able to easily set up and operate trailer
- Extended trailer mounting height increases visibility
- Interchangeable speed limit numbers on trailer

Model Number WSDT-S

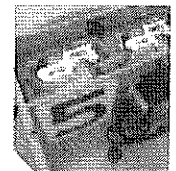
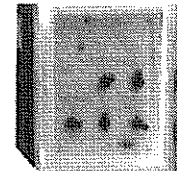
Style/ Tower Type Trailer

Charging System 40/50 Watt Solar

- 50 WATT SOLAR PANEL
- 6-6V BATTERIES
- ON BOARD CHARGER
- LOCAL SERVICE - EDMONTON/CALGARY
- TUNING FORK.

- 15" TIRES.

- FREE PROGRAM FOR DOWNLOADED.





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

Issue Summary Report

8.29 CHEMICAL BUILDING SHED

#20110203016

Meeting : Regular Council Meeting

Meeting Date : 2011/02/08 10:00

Background

At the January 13 ASB Meeting, the board was presented with the following quotes for the construction of a 24 x 30 foot chemical building:

- \$45,268.65 - RR Construction Ltd.
- \$53,340.00 - Piquette Holdings Ltd.

The chemical building was included in the 2011 Strategic Plan.

Recommendation

Motion to accept the lowest tender of \$45,268.65 from RR Construction for the construction of a 24 x 30 chemical building as per the recommendations of the ASB Committee.

Additional Information

Originated By : Dennis Bergheim

Reference :

PIQUETTE HOLDINGS LTD.

Box 140
St. Vincent, AB. T0A 3B0
Fax/Phone 645-6926 & 645-4361

PROPOSAL SUBMITTED TO: **County of St. Paul** PHONE: **645-3006** DATE: **Jan. 10, 2011**
STREET: City: **St. Paul**
PROVINCE: **Alberta** POSTAL CODE: JOB LOCATION: **St. Paul**

We hereby submit specification and estimates for **Const. of 24x30x13ft. Workshop**

Supply labor, materials & equipment to construct workshop as per preliminary drawing-
UFA CO-OPERATIVE LTD.

Total cost-\$50,800.00&\$2540.00GST.=\$53,340.00

We propose hereby to furnish material and labour- complete in accordance with the above specifications, for the sum of:
Fifty-three thousand,three-hundred&forty. Total: **\$53,340.00**

Payment to be made as follows: **25% deposit upon acceptance. Balance upon completion.**

Terms:2% per mon. after 20 days

All material is guaranteed to be as specified. All work to be completed in a workman like manner according to standard practices. Any alterations or deviation from the above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Our control. Owner to carry fire, windstorm and other necessary insurance. Our workers are covered by WCB.
Acceptance of Proposal - the above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do this work as specified. Payment will be made as outlined above.

Authorized
Signature: _____

Note: this proposal may be withdrawn
by us if not accepted in- **15 Days**

Signature: _____

Signature: _____

Appendix 1 for 8.29: Quotes for Chemical Shed

RR CONSTRUCTION LTD.

4013a-46 ave

St. Paul, Alberta TOA 3A2

Phone 780-645-4118

QUOTE

Quote No.: 57

Date: 16-Dec-2010

Page: 1

Quote To:

County of St. Paul
5015-49 ave
St. Paul, Alberta TOA3A4
Canada

Ship To:

County of St. Paul

Business No.: 86062 0343

Item No.	Quantity	Unit	Description	Tax	Unit Price	Amount
			estimate for 24 X 30 pesticide storage shed as per plans provided	GT		43,113.00
			GT - GST 5%			
			GST			2,155.65
Comments electrical and plumbing not included				Freight		0.00
				Total Amount		45,268.65



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

Issue Summary Report

8.30 AMHSA - PARTNERSHIPS CERTIFICATE OF RECOGNITION

#20110203010

Meeting : Regular Council Meeting

Meeting Date : 2011/02/08 10:00

Background

We have received the Partnerships Certificate of Recognition (CoR) which is valid until September 21, 2013.

In order to maintain the CoR, an internal audit must be conducted and pass quality assurance review by Alberta Municipal Health and Safety Association in each of the next two years. In 3 years, an external audit must be conducted and pass quality assurance review and score at least 80% on the audit in order to renew the the CoR

Recommendation

Motion to accept the Partnerships Certificate of Recognition (CoR) as information.

Additional Information

Originated By : Sheila Kitz

Reference :



Alberta Municipal Health and Safety Association

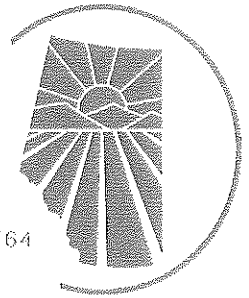
#160, 2833 Broadmoor Blvd. Phone: (780) 417-3900

Sherwood Park, AB

T8H 2H3

Toll-Free: (1 800) 267-9764

Fax: (780) 417-3940



December 21, 2010

Sheila Kitz
Chief Administrative Officer
County of St. Paul
5015 - 49 Avenue
St. Paul AB T0A 3A4

Dear Ms. Kitz:

I'm pleased to enclose the Partnerships Certificate of Recognition (CoR) for the County of St. Paul No. 19. Congratulations on a job well done, this is a significant accomplishment!

Note that the COR is valid for three years, and in order to maintain it, an internal audit must be conducted and pass quality assurance review by AMHSA in each of the next two years. In 3 years an external audit must be conducted and pass quality assurance review, and the municipality must score at least 80% on the audit in order to renew the Certificate of Recognition.

If you have any questions about the Certificate of Recognition or the Partnerships / Partners in Injury Reduction (PIR) program, please call me.

Yours truly,

A handwritten signature in black ink, appearing to read "Shannon Thomas".

Shannon Thomas

Team Leader

Enclosure

Partnership

IN INJURY/REDUCTION

This certificate recognizes that

COUNTY OF ST PAUL NO 19

In keeping with the principles of *Partnerships* has:

- developed and implemented an occupational health and safety program and,
- met the standard for *Partnerships* through an independent evaluation of their health and safety program.



Alberta Municipal Health and Safety Association
Certifying Partner

Certificate # 20100921-7954

WCB Industry Code(s): 95102

Government of Alberta

Expiry Date: September 21, 2013



Certificate
of
Recognition



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

Issue Summary Report

8.31 TRADE SHOWS FOR 2011

#20110203008

Meeting : Regular Council Meeting

Meeting Date : 2011/02/08 10:00

Background

In 2010, the County partnered with the Town of St. Paul and the DMO for booths at the Fort McMurray and Sherwood Park Trade Shows. Alberta's Lakeland is requesting if the County is interested in sharing a booth at these trade shows again this year. They will be held in April and May and the cost would be as indicated below:

Sherwood Park – 249.63 plus GST

Fort McMurray – 244.80 plus GST

Recommendation

Motion to partner with the Town of St. Paul and Alberta's Lakeland DMO to set up booths at the Fort McMurray and Sherwood Park Trade Shows which will be held in April and May, 2011.

Additional Information

Originated By : Tim Mahdiuk



County of St Paul No 19
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Issue Summary Report

8.32 TAX PENALTY CANCELLATION

#20110203015

Meeting : Regular Council Meeting

Meeting Date : 2011/02/08 10:00

Background

We require a motion from Council to cancel the penalties on roll numbers 10134100, 10134101 and 10135500 in the amount of \$222.05.

The ratepayer paid his property taxes in June through online banking. We did not receive a report from the bank indicating that the funds were deposited into our account. The funds were deposited into the County's bank account and the entry appeared on our bank statement, however the entry was recorded at deposit received but not receipted. Unfortunately it was not followed up the subsequent month and only discovered when the resident complained that he received a notice regarding unpaid taxes and penalties.

Recommendation

Motion to cancel the penalties in the amount of \$222.05 on roll numbers 10134100, 10134101 and 10135500 as they accumulated due to a staff error.

Additional Information

Originated By : Sheila Kitz



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

Issue Summary Report

8.33 EVERGREEN WASTE MANAGEMENT COMMISSION - CHARGE FOR GARBAGE OVER 1000 KG #20110204011

Meeting : Regular Council Meeting

Meeting Date : 2011/02/08 10:00

Background

A concern has been raised by Councillor Fodness regarding the practice of Evergreen Waste Management Commission and their charge for dry waste in excess of 1000 kg. She has received complaints regarding the costs associated with bringing dry waste - especially where land owners own more than 1 parcel of land.

In discussion with Evergreen Waste Management staff, it appears that this issue affects less than 100 residents in the County. Of those approximately 100 residents only 24 residents in 2009 and 16 residents in 2010 actually received an additional charge for bringing in excess of 1000 kg of dry waste. Revenues obtained from the additional charge were approximately \$1,000 in each year. The information received from Evergreen is attached.

Alternatives

The revenue that is not received from Evergreen each year by allowing 1000 kg of dry waste at no charge is approximately \$3,000.

The revenue received from charges over 1000 kg is approximately \$1,000.

Therefore if all dry waste was charged for, the Commission would have revenues of \$4,000.

Alternatively if there was no charge for additional waste they would lose revenue of \$1,000.

Whether or not there is a charge for dry waste is a Commission decision, however if Council feels this is an important issue for our residents, the County could send a letter to the Commission stating our concern with reasons and request the Commission to consider it at their next meeting.

Recommendation

As per Council's wishes.

Additional Information

Originated By : skitz

1000 kg Limit

2009

- ❑ Out of 821 County Residents 92 County Residents went over their 1000 kg limit.
- ❑ 11% of the county residents in 2009 went over their limit.
- ❑ Out of the 92 County Residents, 7 of them run a business, out of their home.
- ❑ Out of the 92 County residents, 24 county residents were charged.
- ❑ The income we received from the over 1000 kg was \$1173.70.
 - 1. That was an average of \$48.91 for the 24 residents.
 - 2. 7 residents paid over \$48.91 because their total kilograms were between 4000 kg and 19,000 kg.
- ❑ The reason only 24 county residents were charged was because:
 - 1. I allow for MSW waste. MSW waste is free and is not included in the 1000 kg.
 - 2. Also if the charge was under \$5.00 I did not charge them.

2010

- ❑ Out of 877 County Residents using the landfill 94 residents went over the 1000 kg limit.
 - ❑ 11% of the county residents in 2010 went over their limit.
 - ❑ Out of the 94 residents, 16 county residents were charged.
 - ❑ The reason only 16 county residents were charged was because:
 - 3. I allow for MSW waste. MSW waste is free and is not included in the 1000 kg.
 - 4. Also if the charge was under \$5.00 I did not charge them
 - ❑ In 2010 we received \$925.85 from the over 1000 kg limit.
 - From that \$925.85, two residents made up \$545.70 of that total.
 - Together they brought in 24,840 kg.
 - If you were to take the two big haulers out the other residents paid a average of \$27.16
1. In 2009 we had 7 businesses using their personal account and in 2010 we had only 2 businesses using their personal account for business. This 1000 kg limit really helped in this case.
 2. Before we had the 1000kg limit business would come in and say this is John Black's waste and I don't have to pay for it.
 3. The other thing they would do is this is my personal waste I don't have to pay for it.
 4. You will have a person come in and tell you it is his personal waste, after ten loads you find out he has 3 rental houses and he is fixing them up. Is this a business or his waste?



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Issue Summary Report

8.34 ONION LAKE CREE NATION - CONSULTATION

#20110203020

Meeting : Regular Council Meeting

Meeting Date : 2011/02/08 10:00

Background

The County received a letter from the Onion Lake Cree Nation - attached - requesting/informing the County of what they feel is our duty to Consult with them. This issue was discussed briefly at the AAMDC Zone 5 Meeting where the CAO provided information received from our legal counsel - advise attached. Currently the Province of Alberta is reviewing their policy regarding Aboriginal Consultation. They are receiving input from AAMDC -Councillor Ockerman is a member on that committee.

The County of Vermilion River and the County of Two Hills have also received the same letter from Onion Lake Cree Nation.

Alternatives

The County of Vermilion River announced at the Zone Meeting that they are not planning to respond to the letter.

The legal advice we received recommended that the County send a letter to Onion Lake Cree Nation indicating under what circumstances our municipality must consult as per the Municipal Government Act. As well we are bound by Alberta Government guidelines on consultation rather than the First Nation's consultation protocol.

Recommendation

That Council send a letter to Onion Lake Cree Nation as per our legal advice.

Additional Information

Originated By : skitz

Reference :

Appendix 1 for 8.34: Letter received from Onion Lake Cree Nation



December 15, 2010

County Council and Administrator
County of St. Paul No. 19
5015-49Ave.
St Paul, Alberta T0A 3A4

Greetings from the Onion Lake Cree Nation

RE: The Duty to Consult and Accommodate – Onion Lake Cree Nation Territory

First of all, we would like to extend our best wishes to you and yours during this holiday season. We would like to reintroduce ourselves to you, the County Council and Administration of the County of St. Paul No. 19. As our neighbors, it is our mutual responsibility to build upon a relationship that can be beneficial. The intent of this letter is to inform the County Council and Administration, that the Nation continues to assert its inherent and Treaty Rights and that as the Nation, we must first inform you, our neighbors, that we draw your attention to the Duty to Consult and Accommodate the Nation in matters affecting our rights and interests in the lands and resources developed within our territory. Enclosed is our Consultation Protocol for your reference, as this protocol outlines our processes for consultation with the Nation.

The Onion Lake Cree Nation is located 49kms north of the City of Lloydminster and 16kms from Tullibee Lake, Alberta. We have reserve lands in what is now the province of Alberta and province of Saskatchewan. Our Territory is Treaty NO. 6 and lands outside of Treaty No. 6 Territory located in both provinces. Our governing body of Chief Wallace Fox and Councillors Mr. Tom Chief, Mr. Walter Pahtayken, Ms. Doreen Masson, Ms. Delores Gamble, Mr. Joe Dillon, Mr. Roy Littlewolfe, and Mr. Leon Whitstone, elected in the fall of 2010, governs the Nation and its affairs. We have various departments operating the Nation and its programs and services we offer our band membership. One of these departments is Lands and Resources and

- 2 -

one of the many mandates under this department is the Duty to Consult. I would like to take this time to outline the following:

The Supreme Court of Canada has recognized and affirmed the Crown's duty to consult with First Nations, such as Onion Lake Cree Nation, when the Crown has knowledge of the *potential existence* of an Aboriginal or Treaty Right or title and contemplates conduct that *might* adversely affect it. One component of the duty to consult identified by the Supreme Court of Canada is the Crown's obligation to inform itself of the impact the conduct will have on the exercise of the First Nation's rights [*Mikisew Cree*]. The Court also found, "...The Crown's duty to consult imposes on it a positive obligation to reasonably ensure that aboriginal peoples are provided with all necessary information in a timely way so that they have an opportunity to express their interests and concerns, and to ensure that their representations are seriously considered and wherever possible, demonstrably integrated into their proposed plan of action...". Accordingly, the Crown has a positive obligation to ensure that Onion Lake Cree Nation is provided with all necessary information to assess the impact of any project on our constitutionally protected inherent aboriginal and treaty rights.

It is important to note that the County of St. Paul has given its approval to various projects that impact Onion Lake Cree Nation's members' ability to hunt, trap, fish and gather within our traditional lands. This was done without consideration of Onion Lake's rights and interests in the lands and resources held within our territory.

When proponents, such as CNRL, Husky, Devon, and others operating adjacent to our Nation, come to the County for approvals, we request that the County of St. Paul enters into discussions with Onion Lake to determine the level of consultation and accommodation required for these projects. We also note that the Crown has delegated some responsibilities of Consultation to proponents, municipalities and counties, and therefore it is still the responsibility of the County to consult with Onion Lake. Clearly, with the large scale developments occurring very close to our reserve, it reduces the ability for our members to exercise their inherent *nehiyaw* and Treaty rights, and as a good neighbor, we would like for the County to provide the following:

- 3 -

A. Project Specific Information:

Specific information with respect to the project area and copies of any reports or documents substantiating the same.

B. Current Use Information:

Locations of:

- a. Trails, including game trails, wagon trails, historic or traditional use trails, etc.;
- b. Cabins (current or historic);
- c. Moose calving or mating grounds;
- d. Caribou calving or mating grounds;
- e. Other animal habitat areas;
- f. Berry patches or other food plants;
- g. Medicinal plants;
- h. Spiritual sites;
- i. Grandfather trees/rocks; and
- j. Any other areas of significance previously recorded

B. Historical Resource Information:

The territory of Onion Lake Cree Nation contains important archaeological sites. Accordingly, in order to assess whether there are sites of cultural and archaeological significance to Onion Lake Cree Nation, which should be avoided or mitigated Onion Lake Cree Nation requires historical resource information, including the following:

Locations of:

- a. stone features (stone circles, cairns, medicine wheels, stone line, drive lines, effigies, etc.);
- b. rock art (petroglyphs, pictographs);
- c. scatter;
- d. campsite (contains evidence of fireplace or hearth);
- e. killsites;
- f. workshop;
- g. quarry;
- h. human burial sites; and
- i. ceremonial sites.

- 4 -

Please note, Onion Lake Cree Nation views all gravesites as important spiritual areas, which should not be disturbed under any circumstances. Identification and avoidance of gravesites is required further in the areas we previously identified.

Although it is clearly the sole responsibility of the Crown to collect and provide this information to the Nation, Onion Lake Cree Nation is willing to assist County of St. Paul in its collection. To do so, experts will need to be brought in (i.e. archaeologist, traditional scientist, Elder), who will require payment for their services. We are not and will not be held responsible for these or any other associated costs for a project we are neither implementing nor require.

We also would like to invite you to visit our office if you require further information or we would also be happy to present to you all at a Council meeting in the 2011 to further clarify. In the meantime, if you have any comments, questions or concerns, you may contact me at the office at (780) 847-2200 extension 2523 or via email at candice.maglione@onionlake.ca Again, season's greetings and happy 2011.

Sincerely,



Candice Maglione
Onion Lake Cree Nation
Duty to Consult

Enclosure

cc: Onion Lake Cree Nation Chief and Council
Consultation Committee
Executive Director of Operations
Director, Lands and Resources
Witten LLP, Garry Appelt



Protocol on Consultation

Introduction:

Onion Lake Cree Nation is in the process of determining their Traditional Territory and is concerned about the impact of development on their Traditional Territory. The ability to preserve our cultural heritage, exercise our inherent Treaty Rights and traditional land uses, unfettered and unimpaired, and preserve our land for future generations is of the utmost importance. As a Nation, we survive and thrive only if our land is preserved and protected.

Onion Lake Cree Nation accepts economic development in our Traditional Territory that is consistent with our nehiyaw Treaty Rights and that is mutually beneficial to both our Nation and industry.

Purpose

The duty to consult and accommodate Aboriginal peoples has been defined and affirmed by various recent decisions of the Supreme Court of Canada. While this duty to consult and accommodate lies with the Crown, the Courts have found that they may delegate procedural aspects of this duty to proponents. In order to provide consistency and certainty to industry as they enter into consultation with our Nation, we have developed this Protocol.

Consultation Committee:

Chief and Council of Onion Lake Cree Nation has established a Consultation Committee. In conjunction with the Elders Advisory, they will work with the Consultation Officer to review all proposed developments within Onion Lake Cree Nation's Traditional Territory. The objective is to:

- ensure preservation of historical, cultural, spiritual, and traditional land use sites for the education and use of future generations.
- minimize fragmentation and reduce development impact to ensure preservation of diverse wildlife, fish and plants to allow for our

- 2 -

continued ability to hunt, trap, fish, and gather medicinal herbs and plants.

- promote environmental conservation and stewardship.
- encourage mutually beneficial economic partnerships with industry.

Consultation Officer

It is the Consultation Officer's mandate to co-ordinate the review of all proposed developments within Onion Lake Cree Nation's Traditional Territory. The Consultation Officer will utilize various resources to ensure due diligence in the review of these proposals. These resources include:

- Consultation Committee
- Elders Advisory
- Portfolio Officers
- Legal support
- Technical support
- Consultants

In addition to reviewing proposals, the Consultation Officer will initiate negotiations with industry and make recommendations to Chief and Council. Authority for making final decisions will remain with Chief and Council, who will delegate decision-making to the Consultation Officer where appropriate.

Chief and Council may request direct meetings with industry as appropriate.

Process

When a proposed development is initially contemplated within our Traditional Territory, the Consultation Officer should be contacted and apprised, in order to allow sufficient time for the consultation process to be completed.

Subsequently, the proposal for development and all related material should be sent, in writing, to Onion Lake Cree Nation, PO Box 100, Onion Lake, Saskatchewan, S0M 2E0, Attention: Consultation Officer, Telephone: (780) 847-2200 or (306) 344-4200, Facsimile: (306) 344-4244. A duplicate copy of the proposal and all related material should be sent to Witten LLP, Suite 2500, 10303 Jasper Avenue, Edmonton, Alberta, T5J 3N6, Attention: Aboriginal Law, Telephone: (780) 428-0501, Facsimile: (780) 429-2559.

Although not a comprehensive list, proposals should, at minimum, include the following information:

- Plain language, non-technical description of proposed development.

- 3 -

- Confirmation of proposed commencement and completion date of project.
- Confirmation of location within Traditional Territory (LSD preferable).
- Copy of government agency application (i.e. ERCB application pursuant to Directive 56).
- Detailed survey map(s) of suitable size.
- Photographs of project location.
- Any environmental reports completed or proposed.
- Any traditional land use reports completed or proposed.
- Any technical reports completed or proposed.
- Proposed environmental management, habitat and or wildlife protection plans.
- Reclamation plans.
- Any historical studies completed or proposed.

After a review of the proposal, the Consultation Officer or his/her designate may contact the proponent for one or more of the following:

- Further information or documentation.
- Elder monitors during new disturbance.
- Traditional land use studies.
- Other studies, as necessary.
- A meeting to further discuss proposal with proponent.
- Mitigation of potential negative impacts.

Once the review process has been completed, a letter will be issued to the proponent supporting the project or outlining the remaining concerns.

Costs

All costs associated with consultation will be borne by the proponent.



#115 SAKSISGL NAKITAN #120
BOX 100 ORION LAKE, SK S0W2E0

FAX TRANSMITTAL FORM

Date:	Dec 15/10
Attention:	County of St. Paul
Title/Organization:	County Council + Administration
Fax Number:	(780) 845-3104
From:	
<input type="checkbox"/> Administration <input type="checkbox"/> Finance Department <input type="checkbox"/> General <input checked="" type="checkbox"/> Lands Department <input type="checkbox"/> Recreation Department <input type="checkbox"/> Social Development	
Fax Numbers:	(780) 847-2226 or (306) 344-4244
Regarding:	Orion Lake Cree Nation Duty to Consult

MESSAGE: ☒ Original will follow ☐ Fax only

Information contained in this facsimile is intended only for the use of the named above and the others who have been specifically authorized to such information. If you have received this communication in error, please notify us immediately.

If you do not receive all the 8 pages transmitted, please contact Candice at (780) 847-2200 or (306) 344-4200, Ext.# 2523



BARRISTERS SOLICITORS

Reynolds
Mirth
Richards
& Farmer LLP

WRITER'S E-MAIL smcnaughtan@rmrf.com

YOUR FILE

WRITER'S DIRECT PHONE (780) 497-3362

OUR FILE 75500-211-SCM

January 7, 2011

Email

Attention: Sheila Kitz

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

Dear Ms. Kitz:

Re: Onion Lake Cree Nation

You have provided to us a copy of the letter dated December 15, 2010 provided to the County by the Onion Lake Cree Nation. The letter was sent to notify the County of the First Nation's view of the duty to consult with the First Nation. You have asked for our comments with regard to the content of this letter.

We understand that the Onion Lake Cree Nation has sent the identical letter to many, many municipalities, the Provincial Government and other entities. The letter is a form letter with the names changed depending upon the intended recipient.

The Onion Lake Cree Nation straddles the boundary between Alberta and Saskatchewan. Based upon our review of maps, the Onion Lake Cree Nation reserve lands are not located within the County of St. Paul nor adjacent to the County of St. Paul.

The Onion Lake Cree Nation is surrounded on three sides by lands which are within the County of Vermilion River. The majority of the lands within the County of Vermilion River which are adjacent to the reserve are freehold or privately owned lands.

We did review the letter from the Onion Lake Cree Nation with a colleague who works with Alberta Justice in the Aboriginal Law Group. She advised that the Province understands that the Onion Lake Cree Nation does exercise harvesting or hunting rights around the Lloydminster area and also an area near Kehiwin Lake. We were also advised that the individual who signed the letter, Candice Maglione, did work with Aboriginal Affairs with the Province of Alberta, previously.

In order to give you some perspective, we will outline the following in this letter.

1. What is the duty to consult with a First Nation?
2. When does such a duty arise?
3. When might a municipality have such a duty?
4. If a municipality has a duty to consult what is required?

We will also offer some comments on specific statements made in the December 15, 2010 letter from the Onion Lake Cree Nation.

1. What is the duty to consult with a First Nation?

The *Constitution Act* recognizes “aboriginal” and “treaty rights” of aboriginal peoples of Canada. The Crown has a duty to consult with First Nations when an activity or decision to be made by the Crown might adversely effect a treaty right or an aboriginal right.

Treaty rights are rights protected under treaties with the Crown, such as Treaty 6. By that treaty, the First Nations surrendered certain lands to the Crown and were given the right to pursue their hunting, trapping and fishing activities on the lands surrendered, except upon such areas as are settled for (taken up) other purposes. Aboriginal rights are practices, customs or traditions integral to the distinctive culture of an aboriginal group, with continuity with the traditions, customs and practices that existed prior to contact with Europeans. While such aboriginal rights have been asserted in Alberta, no Court case has found such rights to be established.

The duty to consult is founded in the honour of the Crown. The Crown has a duty to consult when the Crown has knowledge, real or constructive, of the potential existence of an aboriginal or treaty right and contemplates conduct that might adversely affect that right. The duty also arises when the Crown considers granting interests in the lands surrendered when the treaties were entered. This would include dispositions or approvals for Crown lands.

The Crown can delegate its duty to consult to other entities. The municipality exercises powers delegated by the Province. To the extent that the Crown has delegated to the municipality certain powers, the exercise of which could adversely affect treaty rights or aboriginal rights, the municipality will have a duty to consult with a First Nation when exercising those powers.

The duty to consult includes a requirement to obtain information about the impact the project decision will have on the First Nation’s exercise of treaty hunting, fishing and trapping rights, communicate this to the First Nation, attempt to deal with the First Nation in good faith with the intention of substantially addressing concerns.

2. When does the duty to consult arise?

The duty to consult arises when a decision or a activity might adversely effect a treaty right or an aboriginal right.

3. When might a municipality have such a duty?

In our opinion, the instances where a municipality will have a duty to consult with an aboriginal First Nation are likely fairly limited. The reason we say this is the following. Municipalities do not make decisions with regard to matters on reserve lands. In addition, a first nation which exercises treaty rights to harvest outside the boundaries of a reserve will usually do so on Crown owned or public lands. Members of a First Nation may obtain a right of access to carryout such hunting and fishing on privately owned lands. They also have such rights if the privately owned lands are not put to visible and incompatible use. Visible and incompatible use would be evident by reason of the presence of a fence, an agricultural use or a no trespassing sign.

The instances where a duty to consult for a municipality might be triggered is where a project is proposed by the municipality or the municipality has a decision making function or an approval function related to a project on private or public lands which are close to a reserve, or upon public lands where the municipality has reason to believe the First Nation exercises their harvesting rights. The duty to consult would be triggered if, in considering the type of project proposed or the decision proposed to be made, a conclusion was made that it is possible that the effects of the decision/project could flow onto reserve lands or lands where the municipality knows the First Nation exercises their harvesting rights. For instance, if the municipality was considering a Land Use Bylaw or other planning bylaws, provisions of would allow, by reason of the land use districts assigned to public lands or lands near or adjacent to reserve lands, intensive industrial, residential or recreational uses that could have an adverse effect on the reserve or public lands where it is known that the First Nation exercises their harvest rights, a duty to consult would arise. The same would be true if the municipality was issuing an approval for lands as described above.

In most instances where a municipality does issue an approval for public lands, the project involved deals with natural resources. Many oil and gas projects do not require municipal approval (wells and batteries). If however, the project was a larger petro-chemical installation, or a gravel pit, to be located on public lands and the other criteria referred to above were triggered, it would be necessary to engage the First Nation to satisfy the duty to consult.

The municipality's duty to consult is related only to the municipality's scope of authority and the type of decisions the municipality can make. The December 15 letter from the Onion Lake First Nation makes reference to historical resource information. This reference ignores the fact that municipalities do not regulate historical resources, but rather the Province does so through the *Historical Resources Act*. As well, the "current use" information deals with matters for which the municipality does not gather information, nor does the municipality have jurisdiction (for instance moose calving or mating grounds). In addition, it is unrealistic to think that the municipality can tell the Onion Lake Cree Nation what is important to the First Nation, as seems to be suggested by the content of the letter.

4. What is required of the municipality?

The extent of the content of the Crown's duty to consult is a matter of degree. The extent depends on the nature of the right and the seriousness of the potential adverse impact. We believe that the municipality will have to develop a risk analysis that will be triggered when the decision being taken by a municipality involves lands which are located in proximity to a First Nation reserve, or which involve public lands or are adjacent or near to public lands known to be used by the First Nation for hunting and trapping. In those instances, the municipality will need to do a risk analysis. The likelihood of the need to consult in those situations will be influenced by the size of the project, and the footprint that will be disturbed by the project. As well, the closer the project is to the boundary of a reserve or lands that are known to be used by the First Nation for harvesting, the greater likelihood of the need to consult. As well, as the value of the project increases, there is a greater likelihood that the First Nation will take the position that there is a duty to consult.

If by doing the risk analysis, the municipality concludes that there is a reasonable risk of adverse impact, the municipality should notify the First Nation of the proposed project or decision being contemplated, in order to attempt to engage the First Nation. In order to meet the duty that is imposed, when there is such a duty to consult, the municipality needs to provide notice to the First Nation with sufficient information about the decision being considered to allow the First Nation to make a decision if they wish to engage in consultation. As an example, if the First Nation was adjacent to land upon which a petro-chemical installation was proposed, the First Nation should be given notice of the proposed project in sufficient detail to allow them to determine whether or not they wish to be involved in providing information to the municipality. While we use this as an example, we also note that for this type of project, the required consultation would likely have occurred before the municipality makes a decision. The reason we say this is that in order for a petro-chemical installation to proceed, Provincial approvals are required and the Provincial approving bodies will have required consultation by the proponent (oil company) of the project.

Similarly, if the municipality is considering an entire new Land Use Bylaw, or an amendment to the Land Use Bylaw for lands near to the reserve boundary, it would be desirable to give a First Nation notice of that process and provide them with an opportunity to provide comments. It is important in carrying out and meeting the required duty to consult, if such a duty exists, to document and record the steps that are taken by the municipality. Once the municipality has taken steps to give notice and an opportunity to provide comment, the onus shifts to the First Nation to demonstrate that they took advantage of that opportunity.

Consultation can include timely notice of potential adverse impact, information about the location and nature of the project that identifies anticipated potential adverse impacts and face to face discussions. The aim of the process is to find out the First Nation views, to take those views into account during the decision making process and to find ways to avoid or mitigate adverse impact on the treaty right.

Other Comments

We also know that Municipal Affairs is trying to wrestle with the issue of the scope and the requirement of the duty to consult that is placed upon a municipalities. They are consulting with AAMD&C and AUMA. The Province has not yet amended its policy with regard to consultation to specifically address the issue of the municipality's duty as a decision maker.

We note that the Onion Lake Creek Nation has provided their consultation protocol. That is their protocol but it is not the protocol that has been adopted by the Province of Alberta. As yet, the Province has not indicated if the Provincial protocol applies to municipalities as decision makers.

We also note that reference is made in the December 15, 2010 letter to projects proposed by CNRL, Husky and Devon. This suggests that the type of projects which the First Nation is concerned about are oil and gas. This is consistent with what we have learned in other instances where the First Nation takes a position where an oil company is proposing a project because they are likely able to obtain some funding or financing compensation from the oil company in exchange for raising the issue of the need to consult.

In terms of a response to the Onion Lake Creek Nation, we suggest that you send a letter to them thanking them for their letter and advising them that the *Municipal Government Act* requires municipalities to engage with members of the public in specific instances and the municipality will comply with those requirements. You could also confirm that to the extent applicable, the Alberta Government guidelines on consultation would apply rather than the First Nation's consultation protocol.

We also suggest that you consider involvement through AAMD&C in the consultation being carried out by Municipal Affairs or at least keep abreast of the developments there. Once that consultation process is completed, between Municipal Affairs and the municipal organizations, it is likely that guidance will be provided by Municipal Affairs regarding development of processes and policies to guide the municipalities in situations and instances where the duty to consult could arise and the steps that should be taken.

We hope these comments are of assistance to you. If you have any questions with respect to the above, please contact the writer.

Yours truly,

REYNOLDS, MIRTH, RICHARDS & FARMER LLP

PER:

SHEILA C. MCNAUGHTAN, Q.C.

SCM/mln

717521.doc; January 7, 2011



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

Issue Summary Report

8.35 IN CAMERA

#20110204014

Meeting : Regular Council Meeting

Meeting Date : 2011/02/08 10:00

Background

Items to be presented at the meeting.

Recommendation

Motion that Council go in camera at <currentTime> to discuss land issues.

Additional Information

Originated By : Sheila Kitz



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

Issue Summary Report

8.36 REQUEST FOR FUNDING - RACETTE PLAYGROUND EXPANSION

#20110207001

Meeting : Regular Council Meeting

Meeting Date : 2011/02/08 10:00

Additional Information

Originated By : Steve Upham

Reference :



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

Issue Summary Report

8.37 SUBDIVISION AND DEVELOPMENT APPEAL BOARD WORKSHOP

#20110207002

Meeting : Regular Council Meeting

Meeting Date : 2011/02/08 10:00

Background

A SDAB Workshop will be held March 25 from 9:00 - 4:00 p.m. in Vermilion.

Recommendation

Motion to approve Eleanor Zimmerman, and other board members to attend the workshop.

Additional Information

Originated By : Tim Mahdiuk

Reference :



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

Issue Summary Report

8.38 LETTER FROM SCHOOL BOARD - FSLW

#20110208001

Meeting : Regular Council Meeting

Meeting Date : 2011/02/08 10:00

Additional Information

Originated By : Sheila Kitz



County of St Paul No 19
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Issue Summary Report

8.39 ONION LAKE CREE NATION

#20110216001

Meeting : Regular Council Meeting

Meeting Date : 2011/02/08 10:00

Recommendation

Motion to file the letter dated December 15, 2010 from the Onion Lake Cree Nation as information.

Additional Information

Originated By : skitz

Reference :

10 Reports

- 10.1 JOINT HEALTH AND SAFETY COMMITTEE MEETING
MINUTES - JAN. 6, 2011
- 10.2 CAO REPORT



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Issue Summary Report

10.1 JOINT HEALTH AND SAFETY COMMITTEE MEETING MINUTES - #20110204015 JAN. 6, 2011

Meeting : Regular Council Meeting

Meeting Date : 2011/02/08 10:00

Background

Information

Additional Information

Originated By : Sheila Kitz

**COUNTY OF ST. PAUL NO. 19
JOINT HEALTH AND SAFETY COMMITTEE MEETING
January 6, 2011**

Present: Bryan Bespalko, Steven Jeffery, Ken Warholik, DD Skawronski-Munro, Linda Meger, Lawrence Theroux, Leo Demoissac, Steve Upham, Sheila Kitz, Claude Dubrule

Absent: Stewart Bintz, Jason Anderson, Danny Weinmeier, Dennis Bergheim

1. CALL MEETING TO ORDER

The 8th Joint Health and Safety Committee meeting of the County of St. Paul No. 19 was called to order by Sheila Kitz, Co-Chairperson for the Employer Group at 8:45 a.m. Thursday, January 6, 2011 at the Administration Office.

2. ADDITIONS AND ACCEPTANCE OF THE AGENDA

There were no additions to the Agenda. Steven Jeffery moved to adopt the agenda as presented. All in favor.

3. MINUTES

Moved by Steve Upham that the minutes of the December 3, 2010 meeting be approved as presented. All in favor

BUSINESS ARISING

EXTERNAL SAFETY AUDIT-ELEMENT 2: HAZARD IDENTIFICATION AND ASSESSMENT

- Bryan Bespalko reviewed the results within Element 2: Hazard Identification and Assessment. The following items were discussed:
 - Must develop specific hazard identification directives & policies.
 - In the section of hazards being identified and documented for jobs performed by the organization it was stated that not all new tasks and jobs are identified and included in the Hazard Identification, Assessment and

Control Program. Since a score of only 70% was scored, room for improvement in this area must be looked at.

- The hazard assessment policy in lieu of a directive does not identify when the hazard assessments are to be reviewed. 0 marks scored. Even though the directives may not change it must be reviewed and documented. All reviews must be signed and dated. Currently the directives are reviewed annually however, specific timelines must be made.
- Identification of hazards and worker involvement /notification of hazards we scored a 95%.
- The section regarding Supervisors/ foreman and Managers responsibility for ensuring that hazard identification process is completed within their area we scored a 62.50%. Supervisors and Managers must understand the significance and their roles in identifying hazard assessments. This can be done with more courses and training.
- In the section of unsafe/unhealthy condition or practices we scored 100%. The employees knew that they could stop if a job was unsafe till it was addressed.
- In summary, the policy we currently have in place is good however, more directives must be developed and review of directives must be outlined.

We will be reviewing in detail Element 3: Hazard Control at the next meeting.

SAFETY BARS FOR GRAVEL BOXES

- Bryan reported that the spec for the safety bars must be certified by an engineer. They are currently looking into this matter.

CELL PHONES/BLEU TOOTH/PERSONAL PHONES

- Since legislation will be in place June 1, 2011, Sheila and Leo will be working on making sure that money is in the budget to address what will be required to cover the purchase of any blue tooth's that will be needed. Sheila will also be checking into the contract's are currently in place for the Mike phones. The possibility of upgrading the blackberries will also be looked into. A policy providing compensation to employees who use their personal phones will have to be brought to Council for approval.

AMHSA COURSES

- Bryan advised that the County could host the 2 day Leadership in Safety Excellence Training course for the Supervisors and Managers.

- The Hazard Identification and Formal Inspection ½ day courses could also be hosted by the County.
- The 2 day Audit course should be taken by 2 or 3 people. The persons chosen will need to be paperwork orientated.

4. **ROUND TABLE DISCUSSIONS**

BRYAN BESPALKO

INCIDENT REPORTS

Bryan reported that there was only 1 incident last month. The collision with a deer occurred on December 17th near Horseshoe Bay. After further investigation it was deemed that the incident was not preventable. The driver did not see the Deer in the dark however, one must always be aware of their surroundings. The only damage was to the vehicle. A police report had to be filed.

He also advised the group the he would be holding safety meetings to update staff on the incidents to date. He will be meeting with employees from the shop and office on Friday, January 7, 2011.

Bryan also reported that the Bonnyville Fire Dept had many of their volunteer fire fighters quit due to unsafe conditions.

A code of practice for fire fighters should be handed out to both the Ashmont and Mallaig Fire Departments. They should also have a copy of the Occupational Health and Safety Act. All the fire departments including St. Paul and Elk Point should be aware of their roles and responsibilities along with notifying their volunteer fire fighters of what they can and cannot do.

The Town of St. Paul Fire Department along with its Chief could be a good resource for the other fire departments.

It was also decided that the County should purchase 2 portable hand held radio's that would remain at the shop. These radios would be programmed with all fire department channels so County employees could have direct contact with the appropriate people when they are bringing equipment to the scene of a fire.

Bryan then spoke of the smoke issue at the shop and asked Ken Warholik to give us an update. Ken advised the committee that he is currently getting estimates for some building renovations to try to eliminate some of the smoke issues that they are having at the shop. He is expected to have some of the estimates in the next couple of weeks.

The plan would be to convert the existing wash bay to a welding bay. This would give them 2 drive thru bays where 99% of the welding could be done. They would be sealed off and have proper air exchanges installed. An air assessment

would have to be conducted so proper ventilation could be installed. This should eliminate most of the smoke issues.

Since the County now has over 200 pieces of equipment it is necessary to change the practice in the way welding and mechanical work is conducted. Some of the work on the equipment may have to be done outside in the spring.

STEVE UPHAM

Steve reported that council are very happy with the work that the committee is doing.

LINDA MEGER

No issues to report

STEVEN JEFFERY

No issues to report

SHEILA KITZ

Sheila advised the group that an office employee was quite intimidated by an upset rate payer last month. The employee was working alone during the lunch hour. No one else was in the building at the time of the incident. When a staff member is working alone even a panic button may not suffice. Therefore, to prevent this situation from happening again and to comply with the working alone legislation, a request will go before council to close the office during the lunch hour. Until council makes the decision to close the office during the lunch hour, there will always be 2 people working which will alleviate the situation. In the interim, staff will stagger their lunch hours.

The only exception will be during the tax season from mid May to mid July when the office will remain open during the lunch hour. During that time, there will always be 2 staff scheduled to work.

Sheila asked why the WCB expenses were so much higher. Bryan advised the group that it was due to an industry rate correction with an increase of about 51%.

CLAUDE DUBRULE

No issues to report

DD SKAWRONSKI-MUNRO

No issues to report

LAWRENCE THEROUX

No issues to report

LEO DEMOISSAC

Leo advised the group that he is working with Bryan to get another person to help him conduct his assessment reports. He feels that with some training someone could help Bryan with the safety program. When obtaining signatures for easements staff should not be going by themselves since they could be entering people's homes. Safety expectations are huge and we are trying to do our best to fulfill that commitment.

KEN WARHOLIK

Ken advised the committee that new sprinkler systems would be installed during the months of March and April. He also inquired about getting a motorized gate for the shop. The staff could punch in a code which could be the same as their fuel pin # or have a card to gain entry. The gate could have a sensor so it would shut automatically. He also advised the group that there is no external video system at the shop.

GENERAL INFORMATION

BRYAN BESPALKO

Bryan is currently checking into PPE such as light reflective winter jackets that would be required to be worn by the grader and snowplow operators. The costs of these jackets would be \$90.00 each and it would be the responsibility of staff to take care of them. A policy should be in place outlining the replacement and employee responsibilities.

6. DATE OF NEXT MEETING

The next meeting is scheduled for February 3, 2011 @ 3:00 p.m.

7. ADJOURNMENT

Sheila adjourned the meeting at 10:17 a.m.



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Issue Summary Report

10.2 CAO REPORT

#20110204016

Meeting : Regular Council Meeting

Meeting Date : 2011/02/08 10:00

Background

To be presented to Council at the meeting.

Additional Information

Originated By : Sheila Kitz

11 Upcoming Meetings

11.1 UPCOMING MEETINGS



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Issue Summary Report

11.1 UPCOMING MEETINGS

#20110208002

Meeting : Regular Council Meeting

Meeting Date : 2011/02/08 10:00

Recommendation

Special Council Meeting

Additional Information

Originated By : Sheila Kitz

12 Financial

12.1	COUNCIL FEES
12.2	ACCOUNTS PAYABLE
12.3	BUDGET TO ACTUAL



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Issue Summary Report

12.1 COUNCIL FEES

#20110208003

Meeting : Regular Council Meeting

Meeting Date : 2011/02/08 10:00

Additional Information

Originated By : Sheila Kitz



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Issue Summary Report

12.2 ACCOUNTS PAYABLE

#20110208004

Meeting : Regular Council Meeting

Meeting Date : 2011/02/08 10:00

Additional Information

Originated By : Sheila Kitz



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Issue Summary Report

12.3 BUDGET TO ACTUAL

#20110208005

Meeting : Regular Council Meeting

Meeting Date : 2011/02/08 10:00

Additional Information

Originated By : Sheila Kitz