



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

Regular Council Meeting

Tuesday, January 11, 2011

Start time 10:00 AM

AGENDA

1. **CALL TO ORDER**
2. **MINUTES**
3. **BANK RECONCILIATION**
4. **ADDITIONS TO AGENDA AND ACCEPTANCE OF AGENDA**
5. **BUSINESS ARISING FROM MINUTES**
 - 5.1 **BOARD MEMBER AT LARGE FOR SDAB**
 - 5.2 **LAKELANDER'S TRAILER CLUB**
 - 5.3 **RECYCLING AGREEMENT - ST. PAUL TRANSFER STATION**
6. **DELEGATION**
 - 6.1 **11:30 A.M. DELEGATION - LANE SCOTT**
 - 6.2 **3:00 P.M. DELEGATION - CALL TO ORDER DEMONSTRATION**
7. **NEW BUSINESS**
 - 7.1 **EMERGING TRENDS IN MUNICIPAL LAW SEMINAR 2011**
 - 7.2 **ALBERTA'S IRON HORSE TRAIL ADMINISTRATIVE PAYROLL SERVICES CONTRACT**
 - 7.3 **2011 LAND LEASES**
 - 7.4 **REQUEST TO LEASE LOT 28ER, BLOCK 2, PLAN 8023220**
 - 7.5 **ADDITIONAL NAMED INSURED - CAMP WHITNEY SOCIETY**
 - 7.6 **LETTER OF SUPPORT - MALLAIG LEGION**
 - 7.7 **NLLS BOARD ORIENTATION**
 - 7.8 **HEAVY OIL MEETING**
 - 7.9 **ECONOMIC DEVELOPMENT TRAINING FOR ELECTED OFFICIALS**
 - 7.10 **EDA 2011 ANNUAL PROFESSIONAL CONFERENCE**
 - 7.11 **PRESENTATION BY AEMA EMERGENCY MANAGEMENT FIELD OFFICER**
 - 7.12 **2011 ASB PROVINCIAL CONFERENCE**
 - 7.13 **2011 PROPOSED PERMIT FEE SCHEDULE**
 - 7.14 **COUNTY LIBRARY BOARD - THANK YOU LETTER**

- 7.15 TOWN OF ST. PAUL LIBRARY BOARD
- 7.16 REGIONAL ECONOMIC ADVISORY BOARD
- 7.17 WELLNESS CLINIC WORKING COMMITTEE
- 7.18 BYLAW NO. 1563 - INTER MUNICIPAL DEVELOPMENT PLAN
- 7.19 WRITE OFF OUTSTANDING ACCOUNTS RECEIVABLE
- 7.20 2010 STRATEGIC PLAN - FINAL COPY
- 7.21 2011 STRATEGIC PLAN
- 7.22 2011 SALARY APPROVAL
- 7.23 ADMINISTRATION OFFICE - HOURS OF OPERATION
- 7.24 3500 PLOW TRUCK, EXTENDED CAB 4 X 4
- 7.25 SNOW PLOWS FOR ONE-TON TRUCKS
- 7.26 GRADER PURCHASE
- 7.27 D8T CRAWLER
- 7.28 2011 ROAD CONSTRUCTION
- 7.29 RATES FOR GRAVEL SALES TO COUNTY RATEPAYERS
- 7.30 RESOURCE ROAD APPLICATION
- 7.31 IN CAMERA ITEMS
- 7.32 ELK POINT FIRE HALL
- 7.33 ST. PAUL JUNIOR CURLING ASSOCIATION
- 7.34 EMERGENCY PUBLIC WARNING SYSTEM WORKSHOP
- 7.35 SEWAGE DISPOSAL CONTRACT
- 7.36 REQUEST FOR TEMPORARY POWER HOOKUP
- 7.37 CONSTRUCTION EXPO CONFERENCE
- 8. CORRESPONDENCE
- 9. REPORTS
 - 9.1 SAFETY COMMITTEE MEETING MINUTES
 - 9.2 CAO REPORT
 - 9.3 COUNCILLOR REPORTS
- 10. UPCOMING MEETINGS
 - 10.1 JANUARY 13TH - ASB MEETING
 - 10.2 ASB PROVINCIAL CONFERENCE
 - 10.3 JANUARY 25 - PUBLIC WORKS
- 11. FINANCIAL
 - 11.1 BUDGET TO ACTUAL
 - 11.2 COUNCIL FEES
 - 11.3 LISTING OF PAID INVOICES
- 12. ADJOURNMENT

5 Business Arising from Minutes

- 5.1 BOARD MEMBER AT LARGE FOR SDAB
- 5.2 LAKELANDER'S TRAILER CLUB
- 5.3 RECYCLING AGREEMENT - ST. PAUL TRANSFER STATION



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Issue Summary Report

5.1 BOARD MEMBER AT LARGE FOR SDAB

#20110121001

Meeting : Regular Council Meeting

Meeting Date : 2011/01/11 10:00

Background

At the November Meeting, Council appointed three members at large to the Subdivision and Development Appeal board, leaving one vacant position as the fourth member indicated that he was no longer interested in serving on this board.

Tom Kurek is interested in sitting on this board for the three year term.

Recommendation

Motion to appoint Tom Kurek as the 4th Member at large for the Subdivision and Development Appeal Board.

Additional Information

Originated By : Sheila Kitz

Reference : Item 5e of the December, 2010 Council Meeting



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Issue Summary Report

5.2 LAKELANDER'S TRAILER CLUB

#20110121002

Meeting : Regular Council Meeting

Meeting Date : 2011/01/11 10:00

Background

A the June Meeting, Council passed a motion to approve a one-year agreement with the Lakelander's Trailer Club to provide access through Floatingstone Municipal Park to MLL Lease No. 2201 located on NW 29-60-11-W4 for the 2010 camping season. A condition of the agreement included that the Lakelander's Trailer Club will provide the County with an update regarding the progress of a new access by December 31, 2010. Carried

Attached is an e-mail from Brad Shapka on their Club's progress on the road to their leased site.

Recommendation

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.

Additional Information

Originated By : Sheila Kitz

Reference : Item 5d of the June, 2010 Council Meeting

Appendix 1 for 5.2: Letter from Lakelanders Trailer Club

Sheila Kitz

From: Starbrite [startro@telusplanet.net]
Sent: December-31-10 10:53 AM
To: Sheila Kitz
Cc: startro@telusplanet.net
Subject: Lakelanders Trailer Club

Hello Sheila,

I am sending you this e-mail to update you and the County Council on the club's progress on building our own road to our leased site at Floating Stone Lake.

I have recieved information from Wally Peters, Alberta Sustainable Resources, that the Province would be willing to allow the club to construct our own road to the leased site. I am in the process of getting quotes from construction companies on the costs of building the road. Also in the new year, I will be talking to Mr. Peters about the application process for a permit to build the road. As this process develops I will update you and the County Council.

Yours truly,

Brad Shapka
Treasurer
Lakelander's Trailer Club

*Council Agenda
for info*



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Issue Summary Report

5.3 RECYCLING AGREEMENT - ST. PAUL TRANSFER STATION

#20110121003

Meeting : Regular Council Meeting

Meeting Date : 2011/01/11 10:00

Background

A the November 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 and that administration bring a recycling agreement to the January Council Meeting for Approval.

Dennis Bergheim is working on a recycling agreement with the Town of St. Paul.

Recommendation

Motion to table the recycling agreement to the February Council Meeting.

Additional Information

Originated By : Sheila Kitz

Reference : Item 7v of the December 2010 Council Meeting

6 Delegation

- 6.1 11:30 A.M. DELEGATION - LANE SCOTT
- 6.2 3:00 P.M. DELEGATION - CALL TO ORDER
DEMONSTRATION



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Issue Summary Report

6.1 11:30 A.M. DELEGATION - LANE SCOTT

#20110121004

Meeting : Regular Council Meeting

Meeting Date : 2011/01/11 10:00

Background

Lane Scott has an appointment to speak to Council regarding his property in Heinsburg.

Recommendation

Motion that Council to in camera at "Time" to discuss a land issue.

Motion that Council return to an open meeting at "Time".

Additional Information

Originated By : Sheila Kitz



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Issue Summary Report

6.2 3:00 P.M. DELEGATION - CALL TO ORDER DEMONSTRATION #20110121005

Meeting : Regular Council Meeting

Meeting Date : 2011/01/11 10:00

Background

Dawna Nygaard with Bellamy Software will be in at 3:00 p.m. to give a demonstration on the Call to Order Software for agenda packages, action tracking and minute management.

Additional Information

Originated By : Sheila Kitz

Reference :

7 New Business

- 7.1 EMERGING TRENDS IN MUNICIPAL LAW SEMINAR 2011
- 7.2 ALBERTA'S IRON HORSE TRAIL ADMINISTRATIVE PAYROLL SERVICES CONTRACT
- 7.3 2011 LAND LEASES
- 7.4 REQUEST TO LEASE LOT 28ER, BLOCK 2, PLAN 8023220
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- 7.6 LETTER OF SUPPORT - MALLAIG LEGION
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Issue Summary Report

7.1 EMERGING TRENDS IN MUNICIPAL LAW SEMINAR 2011

#20110121006

Meeting : Regular Council Meeting

Meeting Date : 2011/01/11 10:00

Background

Dennis Bergheim and Krystle Fedoretz would like to attend this Municipal Law Seminar on Thursday, February 10, 2011 in Edmonton as there will be some discussion around Planning and Development.

Recommendation

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

Additional Information

Originated By : Sheila Kitz

Reference :



Emerging Trends In Municipal Law 2011

THE LATEST ISSUES IMPACTING MUNICIPALITIES

Topics

Council & Administration
Beyond the Basics

Effective & Efficient Operations
Best Practices

Wireless Internet Projects
(Breakout Session)
How to Complete the "Last Mile"

FOIPP
(Breakout Session)
*All You Need to Know About Protection of
Privacy*

Bear Pit Session
Your Questions Answered

Calgary

Thursday, February 3, 2011
Carriage House Inn
9030 Macleod Trail South

403.253.1101

SEE REVERSE SIDE FOR REGISTRATION DETAILS

Edmonton

Thursday, February 10, 2011
The Radisson Hotel
4440 Gateway Blvd

780.437.6010

WE WANT YOUR INPUT!

What municipal issues concern you the most? Let us know!
Selected questions will be addressed in the Bear Pit session.

Practitioners in the following practice areas will be present throughout the day to answer your questions:

Planning & Development, Construction & Tendering, Expropriations, Environmental,
Employment & Labour, Municipal Utilities & Utility Regulation, ERCB, Municipal Corporations



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Issue Summary Report

7.2 ALBERTA'S IRON HORSE TRAIL ADMINISTRATIVE PAYROLL SERVICES CONTRACT

#20110121007

Meeting : Regular Council Meeting

Meeting Date : 2011/01/11 10:00

Background

In August, 2007 Council passed a motion to add Mary Ann Price to the County payroll and then bill out her salary accordingly.

North East Muni-Corr is now requesting to enter into another three year contract with the County of St. Paul to continue providing payroll services. The term of the contract is January 1, 2010 to December 31, 2012.

Recommendation

Motion that the County 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.

Additional Information

Originated By : Sheila Kitz

Reference : Item 7k of the August, 2007 Council Meeting



Issue Summary Report

7.3 2011 LAND LEASES

#20110121008

Meeting : Regular Council Meeting

Meeting Date : 2011/01/11 10:00

Background

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

PNE 8-56-4-W4	Craig Lorensen
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

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

Recommendation

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

PNE 8-56-4-W4	Craig Lorensen
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

Additional Information

Originated By : Sheila Kitz

Reference : Section 61 of the M.G.A.



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Issue Summary Report

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

#20110121009

Meeting : Regular Council Meeting

Meeting Date : 2011/01/11 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.

Section 676(1)(c) of the MGA states that a Council may by bylaw, after giving notice in accordance with section 606 and holding a public hearing in accordance with section 230,

(c) lease or dispose of an environmental reserve other than by a sale for a term or not more than 3 years.

If Council wants to continue leasing this property, we will draft a bylaw and bring it back for to the February Meeting for 1st reading. The Public Hearing can then be held in March. The bylaw and public hearing would have to be done a minimum of every 3 years.

Council will also need to determine if they are going to continue leasing the property to the current lessee or if they will consider the request from the adjacent landowner to lease this property.

All 2011 leases are up for renewal.

Alternatives

As per Council's wishes.

Additional Information

Originated By : Sheila Kitz

Reference : Itc 7i of the November 2010 Council Meeting



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Issue Summary Report

7.5 ADDITIONAL NAMED INSURED - CAMP WHITNEY SOCIETY

#20110121010

Meeting : Regular Council Meeting

Meeting Date : 2011/01/11 10:00

Background

In September, 2010 Council made a motion to approve Camp Whitney Society as an additional named insured under the County's Insurance policy if they meet the application requirements as set out by Jubilee Insurance.

We received notification from Jubilee Insurance that they are not overly comfortable adding this organization as an ANI under the County policy, however they can make it work. They have concerns with the condition of some of their buildings as they are quite old however they can be insured at Actual Cash Value. Also, they feel that if they allow this organization on their program they are opening the door for other church groups and their program is written specifically for municipal operations.

If Council still wants to include Camp Whitney Society as an ANI under the County policy, Jubilee insurance is requesting that Council to make another motion approving them stating that they are aware of Jubilee's concerns

Recommendation

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.

Additional Information

Originated By : Tim Mahdiuk

Reference : Assistant CAO



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Issue Summary Report

7.6 LETTER OF SUPPORT - MALLAIG LEGION

#20110121011

Meeting : Regular Council Meeting

Meeting Date : 2011/01/11 10:00

Background

The Mallaig Legion is applying for a grant through the New Horizons for Seniors Program for funding to commence Phase III of the Legion Hall repairs and they required a letter of support in principle from the County.

A copy of the letter is attached.

Recommendation

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.

Additional Information

Originated By : Sheila Kitz

Reference :

Appendix 1 for 7.6: Letter of Support for Mallaig Legion

December 31, 2010

Mallaig Legion
Box 171
Mallaig, AB T0A 2K0

Dear Sirs:

Please accept this letter as a show of support in principle from the County of St. Paul for your grant application through the New Horizons for Seniors Program for funding to commence Phase III of the Legion Hall repairs, which will include a new kitchen and bar and upgrading the basement.

County Council realizes that various groups in the community utilize the Legion Hall and feel that these upgrades would be very beneficial. Organizations such as the Mallaig Legion are the hub of our community.

We commend you on your continued commitment to the community and wish you success with your grant application.

Yours truly,

Sheila Kitz, CLGM
Chief Administrative Officer

/pjc



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Issue Summary Report

7.7 NLLS BOARD ORIENTATION

#20110121012

Meeting : Regular Council Meeting

Meeting Date : 2011/01/11 10:00

Background

NLLS will be hosting a System Board Orientation session on January 22, 2011 at 10:00 a.m. to ensure members are aware of their roles and responsibilities. Topics to be covered include: Law, Legislation, Governance, Board Structure, Library System Service, Accountability, Risk Management and Advocacy.

Alternatives

Motion not to approve Councillor M. Fodness and Councillor D. Dach to attend the NLLS Board Orientation.

Recommendation

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

Additional Information

Originated By : Sheila Kitz

Reference :



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Issue Summary Report

7.8 HEAVY OIL MEETING

#20110121013

Meeting : Regular Council Meeting

Meeting Date : 2011/01/11 10:00

Background

The Council of the County of Vermilion River would like to meet with the County of Two Hills, M.D. of Bonnyville and County of St. Paul to discuss the impact of heavy oil on their road infrastructure. The idea is to develop a strategy to lobby for more funding for these types of roads. The County of Vermilion River would be willing to host the meeting and are looking at January 27th or 28th.

Recommendation

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.

Additional Information

Originated By : Sheila Kitz

Reference :



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Issue Summary Report

7.9 ECONOMIC DEVELOPMENT TRAINING FOR ELECTED OFFICIALS#20110121014

Meeting : Regular Council Meeting

Meeting Date : 2011/01/11 10:00

Background

Economic Development Alberta offers a one-day "Economic Development for Elected Official's" course. This course provides elected officials with strategies, tools, resources and experiences to help communities survive, thrive and grow.

This course is being offered on February 24, 2011 in Wetaskiwin at a cost of \$325 per registrant. The County of Vermilion River indicated that they may be holding a course.

<http://www.edaalberta.ca/Default.aspx?pageId=68115&eventId=251256&EventViewMode=EventDetails>

Recommendation

As per Council's wishes.

Additional Information

Originated By : Sheila Kitz

Reference :



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Issue Summary Report

7.10 EDA 2011 ANNUAL PROFESSIONAL CONFERENCE

#20110121015

Meeting : Regular Council Meeting

Meeting Date : 2011/01/11 10:00

Background

The Theme of the Economic Developers Alberta Conference is “*Fostering resilience, innovation and sustainability*”.

This annual conference attracts almost 200 experts in the field of economic development and elected officials from various parts of the province. Delegates are provided with updates on economic development issues and trends, best practices, inspiring keynote addresses and valuable networking opportunities

It will be held April 6-8, 2011 in Kananaskis and registration fee is \$467.25

The agenda for the conference can be viewed at:

<http://www.edaalberta.ca/Resources/Documents/Draft%20Conference%20Agenda.pdf>

Recommendation

Motion to table this information on the Economic Developers Alberta Conference as information.

Additional Information

Originated By : Sheila Kitz

Reference :



WEDNESDAY, APRIL 6

9:00 AM

REGISTRATION (*Conference Lobby*)

1:00-2:30 PM

OFFICIAL CONFERENCE OPENING & KEYNOTE (*Gold/Silver/Bronze*)

Moderator: John Hankins, EDA Board Member and 2011 Conference Chair

Traditional Welcome: Chief LaBelle, Chiniki First Nation

Opening Remarks: Cyril Cooper, EDA President

Introductory Remarks: Edmonton Economic Development Corporation (TBC)

Keynote Speaker: Andrew Pelletier, Vice-President of Corporate Affairs & Sustainability, Walmart Canada



A recognized leader in the communications industry, Andrew Pelletier is a seasoned corporate affairs advisor with 20 years experience. He has provided senior counsel to a broad spectrum of organizations in the public, private and not-for-profit sectors. The scope of Andrew's work has been international, national, regional and local, spanning all facets of corporate public relations, government affairs, environmental sustainability, corporate social responsibility, employee engagement and communications, and intense crisis management.

Andrew began his career in 1990 with the Ontario Government under former premier David Peterson. As Communications Officer to the Ontario Minister of Consumer and Commercial Relations, and later as Policy Analyst for the Ontario Legislature, Andrew dealt with many of the province's most noteworthy and emotionally charged political issues from communications and policy perspectives.

Following his work with the Ontario government, Andrew joined one of Canada's oldest communications firms as a Consultant. During his years with the firm, Andrew developed and directed numerous marketing-oriented and issues-driven communications programs for a broad range of corporate and public-sector clients.

Those clients included: The Federal Department of Energy Mines and Resources; The Canadian International Autoshow; Russian Premier Mikhail Gorbachev's 1993 visit to Canada; The Insurance Bureau of Canada; The Canadian Standards Association; Hammerson Canada Inc; Peat Marwick Thorne Chartered Accountants; The Toronto Automobile Dealers Association; The United Way; Mercy International; and Square One Shopping Centre, Canada's second-largest retail shopping facility.

Following his consulting work, in 1995 Andrew joined Sears Canada as Manager of Corporate Communications, a role that touched virtually every aspect of the company's business. Andrew's professional focus at Sears was media relations, internal communication, issues management and investor relations. At the time Sears was Canada's largest retailer of general merchandise with operations nationwide.

Andrew left the Sears corporation in 1998 after being recruited by Walmart to establish, build and lead the corporation's broad corporate affairs function throughout Canada. After serving as Director of Public Relations, Andrew was promoted three times: to Director of Corporate Affairs, then Vice-President of Corporate Affairs, and finally Vice-President of Corporate Affairs & Sustainability, his current role. He leads a team of 25 professionals.

Reporting directly to the CEO, Andrew and his team are responsible for all corporate affairs nationwide including public & media relations, government affairs, employee communication, corporate social responsibility, environmental sustainability and French language strategy.



As a senior member of Wal-Mart's global corporate affairs group, Andrew has provided strategic counsel to Wal-Mart's operations in Europe, Latin America and Asia. Wal-Mart is the world's largest corporation and largest employer.

Andrew and his team were 2010 winners of a Platinum Hermes Creative Award, one of the highest honours for communication excellence in North America. The award is in recognition of the Walmart Green Business Summit in Vancouver and corresponding sustainability campaign.

Andrew is a graduate of Simon Fraser University, the Walton Institute of Leadership, and the Executive Development Centre in Dallas, Texas. He has served as a guest lecturer to post graduate students of communications, a key-note speaker to a range of forums on corporate affairs and sustainability and an industry panelist to several professional assemblies.

Walmart, the world's largest retailer and largest employer, has embraced environmental sustainability in every facet of its business. In this presentation, Andrew will discuss the business case for sustainability and some of the innovations the company is driving in Canada and around the world.

Sponsored by Edmonton Economic Development Corporation (TBC)

2:30-3:00 PM

REFRESHMENT BREAK *(Convention Foyer)*

Sponsor TBC

3:00-4:00 PM

OPPORTUNITIES FOR ALBERTA IN A CLEAN TECH WORLD *(Gold/Silver/Bronze)*

Moderator: John Hankins, EDA Board Member and 2011 Conference Chair

Introductory Remarks: Canadian Association of Petroleum Producers

Keynote Speaker: David Layzell, Executive Director, Institute for Sustainable Energy, Environment and Economy (ISEEE), University of Calgary

David came to Calgary in 2008 after a distinguished, 27-year career as a Queen's University Professor, with appointments in Biology, Environmental Studies and Policy Studies. Between 1998 and 2008, Dr. Layzell established and led BIOCAP Canada, a national university research foundation focused on developing biology-based solutions to climate change and energy security. He is also the co-founder of Qubit Systems Inc, a university spin-off company that designs, builds and markets instruments for research and teaching in the biological and environmental sciences. His research contributions have led to NSERC's University Research and Steacie Fellowships, the C.D. Nelson Award and election as a Fellow of the Royal Society of Canada.

David will speak on the opportunities Alberta has in a clean tech world.

Sponsored by Canadian Association of Petroleum Producers





4:00 PM

FREE TIME

6:00-8:30 PM

EDA PRESIDENT'S MIXER (*Gold/Silver/Bronze*)

Come and meet the EDA Board of Directors and network with colleagues, sponsors and speakers. The reception includes a range of tasty hors d'oeuvres and cash bar.

Dress: Business Attire

Sponsored by Economic Developers Alberta

THURSDAY, APRIL 7

7:00 AM

BREAKFAST BUFFET (*Convention Foyer*)

8:00-8:45 AM

GENERATIONS IN THE WORKPLACE (*Gold/Silver/Bronze*)

Moderator: John Hankins, EDA Board Member and 2011 Conference Chair

Introductory Remarks: Karen Jensen, Business Development & Real Estate Manager, CN

Keynote Speaker: Debora Rothermel, President of ideaWorks

For the first time in Canadian history there are four generations working side by side in the workplace...and the largest group will soon be under 30!

Each generation has different needs and values, different ways of getting things done and different ways of communicating.

Understanding the four distinct groups and how they can work side-by-side is not only important, it is critical to attract and retain new employees and to reach productivity and profitability targets.

This presentation will provide insights and tactics on how to approach and work effectively with the four generations.

Debora Rothermel is the President of ideaWorks Inc., a dynamic leadership and management development company that specializes in enhancing the skills and attitudes of key people in organizations and the people they lead. Since 1994 ideaWorks has specialized in offering individualized programs for entrepreneurs, CEO's, managers and sales teams.

ideaWorks is a licensee of Leadership Management International®. This affiliation contributed to Debora's palette of leadership tools by providing structure in programs of Leadership Development, Sales Strategies, Motivational and Supervisory Skills.





Debora has worked with organizations in oil and gas, manufacturing, distribution, technology and professional services, and leadership teams at post secondary institutions. Some ideaWorks clients include Rockwell Automation, SMED International, BMO Harris Private Bank, Star Building Materials, APEGGA, All Weather Windows, Pattison Outdoor Group, Rexel Canada, Bantrel, Morrison Homes and The Canadian Bar Association.

In 2002 Debora was named to the prestigious Leadership Council and continues to coach and mentor licensees around the world.

Always looking for the latest tools and processes for developing people, Debora became a OneSmartWorld® Certified Solution Provider (CSP) and a Master Trainer for OneSmartWorld in 2006. She has implemented the OneSmartWorld® process at Shell Canada, MacLeod Dixon LLP, The Canadian Cancer Society and SAIT Polytechnic's Dean's Council. Debora uses the 4D-i Profile® and the Smarter Meetings® program with Presidents and their leadership teams in organizations across Canada and delivers Critical Thinking Skills at the Sauder School of Business at UBC as part of their executive MBA program.

Debora's key strengths are in building critical thinking skills in executive teams, facilitation of difficult gatherings and helping leaders manage organizational change.

A native of Calgary, her previous experience was in Education as a Drama teacher with the Calgary Catholic School Board and two entrepreneurial pursuits; Canterbury's Bookshop and The French Horn Specialty Music Shop located in downtown Calgary. Debora lives near Priddis and on her personal time engages in a challenging game of chess, and is an avid sailor and golfer.

Sponsored by CN

9:00-10:15 AM BREAK OUT SESSIONS

Session 1A: Visual Explorer (*Bronze*)

Moderator: TBC

Introductory Remarks: TBC

Speaker: Elaine Broe, Director Learning Solutions at Leadership, The Banff Centre



Visual Explorer facilitates dialogue and helps groups reach a shared understanding about specific challenges. It includes 224 carefully chosen color images that invite examination and explication, and thereby acts as a resource for groups seeking to explore complex topics. The images provide participants with the opportunity to initially explore a question through a visual medium and embrace a more "whole brained" approach to exploring their ideas.

A key question can be asked and then participants tour the room looking at photos that connect to the question. This allows them to express themselves through describing the photo and what the connections for them are. Groups using Visual Explorer can collectively explore a complex topic from a variety of perspectives, building a shared understanding in preparation for making choices and taking action.

Visual Explorer is a welcome change from the standard introduction of saying your name and explaining your role. Facilitated questions can connect to specific strategic challenges or explore broad concepts of leadership and innovation. Prior to the session, our facilitator will discuss the objectives of the session and suggest engaging questions that will explore your chosen topic.

As the Director, Learning Solutions at Leadership Development, Elaine leads the design process of both our open enrollment and custom programs. She collaborates closely with our team and clients to develop an engaging learning experience for participants. With almost 10 years at The Banff Centre, Elaine's knowledge of adult learning and design has evolved through many creative partnerships and innovative collaborations.



She recently completed a Master's Degree in Leadership at Royal Roads University with a focus on employee creativity and change within an organizational culture. In addition, having completed the Certificate in Adult Learning through the University of Calgary, Elaine integrates her knowledge in the areas of evaluation, learning styles, and facilitation into the program design at Leadership Development. She also facilitates programs with a focus on communication, self-awareness, and change.

Elaine believes it is important to recognize that each participant comes to the program with his or her own set of assumptions and values. Program content needs to be connected to participants' experiences, allowing for the sharing of ideas, and encouragement of critical thinking. Through interaction with participants and faculty during the programs, Elaine receives invaluable feedback to ensure that programming remains relevant to each client's organizational culture and values.

Sponsor TBC

Session 2A: The benefits and challenges to marketing economic regions- real life Alberta experiences. (Gold)

Moderator: TBC

Introductory Remarks: Town of Okotoks

In today's global marketplace big cities are competing with other global cities to attract and retain workers and businesses. This makes it challenging for smaller cities, towns and rural communities to get noticed. As a result, smaller towns and regions are adopting creative ways of getting noticed.

This presentation will feature a few Alberta examples where several economic development towns and rural communities have pooled resources to jointly promote a wider region in order to get attention.

Panelists will describe: the driver for the partnership; the journey from concept to implementation; and a frank discussion of the challenges and benefits they have experienced, or expect to achieve, through their collaboration. Through a facilitated discussion, panelists will each provide guidance to other communities looking to start such an initiative.

Panellists: Ron Edwards, Al Kemmere and Jean-Marc Lacasse

Ron Edwards, Chairman of Economic Development Alliance of Southeast Alberta



Al Kemmere, Chair of CAEP

Al and his family have farmed north of Olds since 1973. He was first elected to Mountain View County Council in 2004 at which time he was also appointed Reeve, a post he held for 6 years.

Al was elected as a Director on the Central Alberta Economic Partnership Ltd. (CAEP) Board in 2005 and immediately put his passion for collaboration to work serving on numerous CAEP project and standing committees. Al was appointed CAEP Chair of the Board by his fellow Directors in the fall of 2009 and re-elected in 2010.

In 2010, Al was appointed as a Rural Representative to 4 of the Standing Committees of the Federation of Canadian Municipalities and was recently elected in to the board of the Alberta Association of Municipal Districts and Counties.

Al is a strong believer in partnerships and collaboration so that all can benefit no matter how large or small.



Jean-Marc Lacasse, Manager Economic Development, Calgary Regional Partnership

Sponsored by the Town of Okotoks

Session 3A: Fostering community safety and resiliency through sound environmental design *(Explorer)*

Moderator: TBC

Introductory Remarks: Williams Engineering Canada Inc.

Speaker: Steve Woolrich, Certified Crime Prevention Practitioner, Secure Consulting Solutions



There is no doubt that Crime Prevention through Environmental Design (CPTED) is effective and that many communities are embracing it more today than ever before. Although its methodology continues to evolve, there are often a few important things missing – Leadership, Social Planning and Community Support. These things make CPTED a recipe for success because they help create safe, resilient communities and neighbourhoods that will be successfully transformed, empowered and better able to face adversity in an ever-changing human-made environment. Without them, it gets a failing grade!

Great communities are created, for the most part, in the public sphere – outdoor spaces and common spaces where we interact with one another. This involves the design of buildings, streets, parks and other spaces. Watch how streets work and notice how they encourage or discourage behaviors. CPTED (Crime Prevention Through Environmental Design) of course looks at design that discourages criminal behavior – avoiding hiding places, keeping areas lit and so on.

But beyond discouraging criminals, it's interesting to notice how much our physical environment influences our everyday behavior, often without us being consciously aware of its influence. Successful urban design is a complex and subtle art. But we know that in addition to structural design, the planning and encouraging of street activity is important. We are safe, and we feel safe, when we are surrounded by others.

Steve Woolrich is the owner and director of SeCure Consulting Solutions Inc. He has worked in a wide-range of roles during the past 25 years including policing, corrections and security. Steve is a “certified” CPTED practitioner specializing in physical security and asset protection. He continues to work with clients in a variety of industries and is always eager to share his expertise. Steve remains actively involved in crime prevention, security initiatives and social issues that help create safe communities and neighbourhoods.

Sponsored by Williams Engineering Canada Inc.

10:15-10:45 AM

REFRESHMENT BREAK *(Convention Foyer)*

Sponsor TBC



10:45 AM-12:00 PM BREAK OUT SESSIONS

Session 1B (Part Two): The Lotus and the Dandelion *(Bronze)*

Moderator: TBC

Introductory Remarks: Maggie Armstrong, Town of Cochrane

Speaker: Geoff Powter, Faculty Member, Leadership Development, The Banff Centre



Award-winning author, accomplished climber, and Banff Centre faculty member Geoff Powter will discuss the complex relationship our culture has with risk: why we glorify some kinds of risk and dismiss others; how, at our own expense, we confuse risk-taking and thrill-seeking; why we take chances at all in a culture that's never been more safety-conscious.

Geoff will tell a story from his book, explore some of the new neuroscience of risk, and get all of us thinking about the place of risk in our own lives.

Geoff is uniquely qualified as an expert on adventure and risk. An accomplished climber with many notable ascents in North America and a veteran of 13 expeditions, he is personally acquainted with the roles that risk and fear play in the pursuit of mountaineering and extreme sport endeavours. He is also a clinical psychologist with a practice in Canmore, Canada. His clients include devotees of high-risk sports, and their families, who encounter the impacts of both fear and loss.

Since childhood, Geoff has had a deep passion for the mountains of the world — and for the people who climb them. He has been to the Himalaya seven times and has put up many first ascents here in the Rockies, but through his work as a clinical psychologist, he's also been studying risk-taking for almost as long as he's been climbing. He's shared his perceptions of the world of adventure in many venues — serving as the editor of the Canadian Alpine Journal for 13 years, hosting a ten-week series on CBC Radio, and writing for magazines around the world. Geoff has won seven National Magazine Awards, and his book on the psychology of risk — *Strange and Dangerous Dreams: The Fine Line Between Adventure and Madness* — won the Jury Prize at the 2006 Banff Mountain Book Festival. Geoff has also been running programs at the Banff Centre, in both Leadership Development and Mountain Culture, for more than 20 years. He hosts an interview series and runs seminars every year at the Mountain Festivals, and is an outdoor program faculty member with The Banff Centre's Leadership Development department.

Sponsored by the Town of Cochrane

Session 2B: How to Assess the Impact of Your Economic Development Organization *(Gold)*

Moderator: TBC

Introductory Remarks: Sofie V. Andreou, VP Community Development, YLM.ca Business Directories

Speaker: Brian Barge, Co-founder, President & CEO of The Evidence Network

The question most frequently asked by government leaders, Boards of Directors and funding agents of economic development organizations is "What kind of impact are we having on the success of companies in our region"?

As a leader in innovation and economic development, Dr. Barge has faced this question countless times and knows that stakeholders are no longer satisfied with success stories and anecdotal information. What is needed is a practical, reliable and systematic means to assess impact of economic development organizations.





Dr. Barge co-founded The Evidence Network to respond to this need. He and his Co-founder have developed a novel methodology to assess the impact of economic development organizations and other innovation intermediaries on the client or member companies they serve.

Serving customers globally, from economic development organizations and business incubators, to technology commercialization organizations and government funding programs, The Evidence Network's impact assessments support effective organizational planning, decision-making and management.

Brian's presentation describes the methodology and how to assess the impact of your economic development organization, resulting in impact information that is presented in clear, compelling and easy to understand assessment reports. This approach helps economic development organizations demonstrate and improve their performance and attract funding as an additional reward.

Dr. Barge has served as President & CEO of three leading innovation intermediaries in Canada. He led CMC Microsystems (2000-2006), the Ottawa Economic Development Corporation (1996-2000) and the Alberta Research Council (now Alberta Innovates - Technology Futures, 1991-1996).

Sponsor: YLM.ca Business Directories

Session 3B: Finding the untapped revenue sources. (Explorer)

Moderator: TBC

Introductory Remarks: TBC

Panellists: Ken Fiske, Garry Klassen

Ken Fiske, Destination Marketing Fund

Garry Klassen, General Manager, Planning and Development Department, City of Edmonton will speak on "Making Community Revitalization Work". Garry will reflect on the use of CRL funding as an economic revitalization tool, and will contrast it to the use of Tax Incremental Tax Incremental Funding programs in the United States.

Sponsor TBC

12:00-1:30 PM

LUNCH BUFFET & SOCIAL MEDIA PRESENTATION (Convention Foyer & Gold/Silver/Bronze)

Moderator: John Hankins, EDA Board Member and 2011 Conference Chair

Introductory Remarks: Jeff Penney, Manager Economic Development, Regional Municipality of Wood Buffalo

Speaker: Patricia Brusha, Co-Founder and Principal, A Couple of Chicks e-Marketing- Social Media

Social Media has changed the way we do business on the web. Economic developers must understand how to use various social media platforms to address the needs and interests of board members, stakeholders and the community as a whole.

This keynote presentation will address the impact of Social Media on Economic Development, how to start and more importantly sustain and measure your social media initiatives.

Sponsored by the Regional Municipality of Wood Buffalo





1:30-2:45 PM BREAK OUT SESSIONS

Session 1C: De-cluttering your life for success (*Bronze*)

Moderator: TBC

Introductory Remarks: Marilyn MacArthur, Town of High River (TBC)

Speaker: Dawn Hankins, Co-Founder, Imnala Group

Dawn is the host of Shaw TV's Feng Shui Today, a published author of the Forces Behind Feng Shui, lectures on the Mount Royal University Feng Shui certificate program and a student of the late Grandmaster Professor Lin Yun.

In today's world we are prone to determine our value not by our experiences and values but our things, the more things we have the higher we value our self worth.

The talk will bring awareness of clutter and how it impacts your energy and will provide tools to help you de-clutter all aspects of your life and help you achieve your life's goals.

Dawn will share real life examples of changes to both personal and business decluttering through using century old techniques through applying the ancient art of Feng Shui. Feng Shui stands for wind and water, which is the essence of life. Through applying the principles of Feng Shui you bring balance to all aspects of your life and create the right "energy" for you to achieve the life you desire.

Sponsored by the Town of High River



Session 2C: Working with First Nations. (*Gold*)

Moderator: TBC

Introductory Remarks: TBC

Speaker: TBC

Sponsor TBC

Session 3C: Niche Branding: Redefining Quality of Life. (*Explorer*)

Moderator: TBC

Introductory Remarks: TBC

Speaker: Chris Fields, Twist Marketing

'Quality of life' – we've all been there, done that, and have the T-shirt. The shirt is ragged and tired looking. We're 'living, working, and playing' with clichés so much that we've become as unique as everyone else. Today's quality of life is not a laundry list of 'we've got stuff come see things,' it's a set of experiences that shape the mind and heart. And it's not an economic development afterthought; technology and the changing nature of work make it fundamental to shaping the trajectory of community, prosperity, and destiny.

In this session, we redefine quality of life, discuss how to measure it, and link it to a new way of thinking about brand building. Here's a hint – toss out all your inhibitions about how communities should do things.

Sponsored by Twist Marketing





2:45-3:15 PM

REFRESHMENT BREAK (Convention Foyer)

Sponsor TBC

3:15-4:15 PM

Session 1D: Productivity: Issues and Opportunities for Alberta Entrepreneurs and Communities (*Explorer*)

Moderator: TBC

Introductory Remarks: TBC

Speaker: Allison Byrne, Manager, Tools & Services, Productivity Alberta

Productivity is an important issue for many companies, communities and organizations. Productivity Alberta is your immediate connection to the latest in productivity enhancement tools, resources, and services. This Government of Alberta service helps Alberta businesses in their productivity improvement through:

- Referrals to productivity and competitiveness enhancement services
- Assessment services, both on-line and one-on-one
- Connections to leading practices and industry networks

Allison will be speaking about some of the Productivity Alberta tools and resources available to help organizations increase their profitability through greater productivity.

Sponsored by Productivity Alberta

Session 2D: Working with International Financial Institutions. (*Gold*)

Moderator: Shane Jaffer, Director IFI's and Africa, Government of Alberta

Introductory Remarks: TBC

International Financial Institutions (IFIs) like the World Bank, Inter-American Development Bank and Asian Development Bank provide over \$150 billion in development assistance to developing countries annually for projects and programs which Canadian firms are eligible to bid on! This session will educate and provide you with valuable tools and resources on how to take advantage of international financial institutions funded projects in order to facilitate new export and investment opportunities for your community. Example of projects in the clean energy technologies, indigenous expertise and infrastructure will be discussed.

Panellists:



Marie-Claude Erian, Senior Advisor Infrastructure & Environment, Export Development Canada

As Sector Advisor for the Infrastructure & Environment team at Export Development Canada (EDC), Marie-Claude Erian brings close to 30 years of financial services and business development experience to Canadian companies looking to grow their international sales. She has been involved in many aspects of international trade including financing, debt rescheduling, credit documentation, international policies and business development. She has a wide experience in developing and implementing corporate support strategies.

With a solid understanding of the principles and practices of financing, insurance and business development, she has played a key role in developing business strategies for major Canadian sectors



including forestry, pulp & paper, plastics & packaging, machinery & equipment and construction. Ms. Erian has a Bachelor of Commerce from McGill University and earned her MBA from the University of Ottawa.

- **Representative from Canadian Embassy in Washington** (TBC)
- **BDC International Division** (TBC)

Sponsor TBC

6:00-6:30 PM

COCKTAILS (*Convention Foyer*)

6:30-9:00 PM

MINISTER'S DINNER & ANNUAL AWARDS BANQUET (*Gold/Silver/Bronze*)

Introductory Remarks: Cyril Cooper, EDA President

Speaker: The Honourable Ted Morton, Minister of Finance and Enterprise

Marketing Awards Presentations: Kent McMullin, EDA Board Member and Chair of Marketing Awards

Ted Morton was elected to his second term as a Member of the Legislative Assembly of Alberta for the constituency of Foothills-Rocky View on March 3, 2008. Dr. Morton currently serves as Minister of Finance and Enterprise. Previously, he served as Minister of Sustainable Resource Development. He was first elected in November 2004.



Dr. Morton obtained his Bachelor of Arts in political science from Colorado College (1971) and his MA (1975) and PhD (1981) in political economy from the University of Toronto. From 1981 to 2004 he was a professor with the University of Calgary and a visiting professor at institutions in Quebec, France, the United States and Australia.

In 1998 Dr. Morton was elected as a Senator-in-waiting in Alberta's second-ever Senate election. He served as director of policy and research, office of the Leader of the Official Opposition, Parliament of Canada in 2001.

Dr. Morton has received several career awards and distinctions, including Phi Beta Kappa (1971); Best Nonfiction Book of 1992, Alberta Writers Guild; Bora Laskin National Fellowship in Human Rights (1995); and the runner-up, Donner book prize for best book on Canadian public policy (2000). In 2001 he was recognized in Macleans Guide to Canadian Universities as one of the 20 most popular professors at the University of Calgary.

As the Honourary Patron of EDA, Minister Morton is our featured guest speaker at the Minister's Dinner. The Dinner will also include presentations of the annual Marketing Awards.

Dress: Semi-formal / Business attire

Sponsored by Alberta Finance & Enterprise



FRIDAY, APRIL 8

7:00 AM

BREAKFAST BUFFET (*Convention Foyer*)

8:00-9:00 AM

BREAKFAST BUFFET & KEYNOTE SPEAKER (*Convention Foyer & Gold/Silver/Bronze*)

Moderator: John Hankins, EDA Board Member and 2011 Conference Chair

Introductory Remarks: TBC

Speaker: Ania Jakubowski, Associate Director in Marketing, Procter & Gamble (P&G)



Ania Jakubowski resides in Geneva, Switzerland working as an Associate Director in Marketing for Procter & Gamble (P&G). She has enjoyed a 19 year international career with P&G, spanning North America, Eastern, Central and Western Europe. Her career path has included sales, operational and market development roles, strategy and capability building roles, she is now working in marketing and brand management.

Ania was born and raised in Canada, having graduated from Wilfrid Laurier University in Ontario with a Bachelor of Business Administration. She is a dual passport holder, with her native roots stemming from Poland. She has lived a great deal of her professional career abroad; Poland, Germany, Belgium and Switzerland. Her appetite for exploring the world perhaps stems from somewhat of an international upbringing – having spent a few of her formative years in India, and after completing her Canadian studies – she studied Russian at Moscow State University and taught English in the Czech Republic.

In addition to being active within P&G with mentoring and leadership training, Ania is active in the communities in which she lives. She is Chair of the Advisory Board for OWIT International (Organization of Women in International Trade: www.owit.org) – and the President of the local Swiss chapter - OWIT – Lake Geneva (www.gwit.ch). She is on the Board of Advisors for the Women International Networking (WIN) Leadership Forum, and an Ambassador for the University of Geneva – International Organization-MBA program.

Where can you find her when not at work or contributing to the community? Look for her and her cameras on safari on the African continent!

This session will explore how individuals, organizations and communities can use innovation to get the job done.

Sponsor TBC

9:00-10:00 AM

2011-12 ECONOMIC FORECAST (*Gold/Silver/Bronze*)

Moderator: John Hankins, EDA Board Member and 2011 Conference Chair

Introductory Remarks: Marc Tremblay, Executive Director, Conseil de développement économique de l'Alberta

Speaker: Todd Hirsch, Senior Economist, ATB Financial



Todd Hirsch received his BA Honors in Economics from the University of Alberta, and an MA in Economics from the University of Calgary. Since completing his education in 2003, he has held a series of economist positions at a variety of for-profit and public sector organizations, including the Canada West Foundation, the Canadian Pacific Railway, and the Bank of Canada.

Appendix 1 for 7.10: EDA Conference Agenda



Todd joined ATB Financial in May 2007 as Senior Economist where he provides economic information and intelligence to the various lines of business at ATB. He also tracks current developments in Alberta's and North America's economy and delivers presentations to both internal and external audiences.

Todd appears regularly as an economic commentator on CBC radio, various TV programs, and in the press. He also teaches two economics courses at the University of Calgary, acts as a mentor for the Economics Society of Calgary's student mentorship program, and serves on the Board of Directors of the Calgary Arts Academy.

Todd will be providing his annual economic forecast which is always a highlight of our EDA conference.

Sponsored by Conseil de développement économique de l'Alberta

10:00-10:30 AM

REFRESHMENT BREAK (*Convention Foyer*)

Sponsor TBC

10:30-NOON

EDA ANNUAL GENERAL MEETING (*Gold/Silver/Bronze*)

Moderator: Cyril Cooper, EDA President

* EDA Regular Members only



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

Issue Summary Report

7.11 PRESENTATION BY AEMA EMERGENCY MANAGEMENT FIELD OFFICER #20110121016

Meeting : Regular Council Meeting

Meeting Date : 2011/01/11 10:00

Background

Dieter Langer, the AEMA Emergency Management Field Officer for East Central Alberta, would like to give Council a presentation on "Council Responsibilities Before, During and After Emergencies". He has a 60-90 minute presentation which includes the changes in the legislation that was revised in March, 2010 and outlines emergency management background and framework information.

Because of the length of the presentation, he would prefer to set up a special meeting, possibly with the Towns of Elk Point and St. Paul.

Alternatives

Council may decide that they do not wish to pursue this nor set up a meeting with AEMA.

Recommendation

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.

Additional Information

Originated By : Sheila Kitiz

Reference :



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

Issue Summary Report

7.12 2011 ASB PROVINCIAL CONFERENCE

#20110121017

Meeting : Regular Council Meeting

Meeting Date : 2011/01/11 10:00

Background

I would like approval from Council to attend the Banquet at the ASB Conference and the Bear Pit Session on Friday Morning.

Recommendation

As per Council's wishes.

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

7.13 2011 PROPOSED PERMIT FEE SCHEDULE

#20110121018

Meeting : Regular Council Meeting

Meeting Date : 2011/01/11 10:00

Background

The proposed Permit Fee Schedule for 2011 is being presented to Council for Discussion and approval.

The changes to the fee schedule are indicated in red.

Recommendation


Motion to accept the rate increased as outlined on the 2011 Permit Fee Schedule, as per the recommendations of the Safety Codes Committee.

Additional Information

Originated By : Safety Codes Committee

Reference :

Appendix 1 for 7.13: 2011 Permit Fee Schedule

	
COUNTY OF ST. PAUL NO. 19 (780)645-3301	
PROPOSED 2011 FEE SCHEDULE	
DEVELOPMENT PERMITS - <i>If all distances are met</i>	\$100.00
<i>If we have to advertise</i>	\$150.00 \$200.00
\$50.00 - Development on Municipal or Environment Reserve	
Access Development on Municipal Reserve less than 5 meters in length	\$50.00
Access Development on Municipal Reserve more than 5 meters in length	\$100.00
Development - Secondary RV Unit	\$50.00/per year
BUILDING PERMIT FEE SCHEDULE	
RESIDENTIAL	
	PERMIT FEE
Single Family Dwelling ((Main Floor & Second Floor)	\$0.47/sq.ft. + scc levy
Single Family Dwelling (Attached Garage)	\$0.07/sq.ft. + scc levy
Minimum Fee: \$300.00; Maximum Fee \$1,000.00 (attached garage not included)	
SCC fee 4% - Minimum \$4.50; Maximum \$560.00	
\$50.00 + scc levy - Access Development on Municipal or Environmental Reserves	
BUILDING - Access Development on Municipal Reserve less than 5 meters in length	\$50.00 + scc levy
BUILDING - Access Development on Municipal Reserve more than 5 meters in length	\$100.00 + scc levy
MODULAR/MOBILE HOME/RTM	
	PERMIT FEE
Modular /RTM	\$400.00 + scc levy
Mobile	\$200.00 + scc levy
Additions (minimum permit fee \$125.00 + scc levy)	\$0.25/sq.ft. + scc levy
Renovations (minimum permit fee \$125.00 ** maximum permit fee \$300.00 + scc levy)	\$0.25/sq.ft. + scc levy
DEMOLITIONS (RESIDENTIAL)	
	PERMIT FEE
Residential Demolition	\$100.00 + scc levy
MINOR RESIDENTIAL	
	PERMIT FEE
Garage/Shop (minimum permit fee \$125.00 + scc levy)	\$0.25/sq.ft. + scc levy
Cold Storage Shop/unheated (minimum fee \$125.00 + maximum fee \$300.00 + scc levy)	\$0.25/sq.ft. + scc levy
Carport (minimum permit fee \$100.00 + scc levy)	\$0.18/sq.ft. + scc levy
Shed (over 12x12)	\$25.00 + scc levy
Shed (over 10x10)	\$25.00 + scc levy
Sheds 12x12 and under do not require development permits	
Deck	\$100.00 + scc levy
Wood Fireplace Inspection	\$100.00 + scc levy
Outdoor Privy (complete with holding tank)	\$100.00 + scc levy
COMMERCIAL: NEW & RENOVATIONS	
	TOTAL PERMIT FEE (per \$1,000 value)
First \$1,000,000	\$ 5.00 + scc levy
Over \$1,000,000	\$ 3.00 + scc levy
Value of Construction is calculated as \$100.00 per sq. ft.	
Minimum Fee: \$300.00	
SCC fee 4% - Minimum \$4.50; Maximum \$560.00	

Appendix 1 for 7.13: 2011 Permit Fee Schedule

FOSTER HOMES	
	PERMIT FEE
Fire	\$100.00 + scc levy
Building	\$100.00 + scc levy
<i>Additional Inspections: \$50.00</i>	
DEMOLITION (COMMERCIAL)	
	PERMIT FEE
Commercial Demolition	\$150.00 + scc levy
COMPLIANCE CERTIFICATES	
	PERMIT FEE
Compliance Certificates	\$ 125.00

ELECTRICAL

ELECTRICAL

Appendix 1 for 7.13: 2011 Permit Fee Schedule

GAS	
Single Family Dwellings	
Square Footage	Permit Fee
Up to 1200	\$100.00+scc levy
1201-1500	\$105.00+scc levy
1501-2000	\$110.00+scc levy
2001-2500	\$120.00+scc levy
2501-3500	\$130.00+scc levy
Over 3500	\$130.00 plus \$0.10 per square foot+scc levy
RTM Home/Mobile Home	\$100.00+scc levy
Minor Work (replace furnace, hotwater tank)	\$60.00+scc levy
Residential Garages, Additions, Renovations	
Number of Outlets	Permit Fee-not including SCC Levy
1 to 3	\$100.00
4	\$105.00
5	\$110.00
6	\$115.00
7	\$120.00
8	\$125.00
9	\$130.00
10	\$135.00
Over 10	\$135.00 plus \$10.00 per outlet over 10
Description	Permit Fee-not including SCC Levy
Propane Tank Set (does not include connection to appliance)	\$100.00+scc levy
Tempory Heat	\$75.00+scc levy
GAS	
For Non-Residential	
BTU Input	Permit Fee-not including SCC Levy
0 to 150,000	\$100.00
150,001 to 250,000	\$110.00
250,001 to 350,000	\$120.00
350,001 to 500,000	\$130.00
500,001 to 750,000	\$150.00
750,001 to 1,000,000	\$170.00
Over 1,000,000	\$170.00 plus \$50.00 per 1,000,000 (or portion of) over 500,000 BTU
Description	Permit Fee-not including SCC Levy
Propane Tank Set	\$100.00+scc levy
(does not include connection to appliance)	
Add \$50.00 for each additional tank set	
Add \$50.00 when connecting a vaporizer	
Temporary Heat	
BTU's	Permit Fee - not including SCC Levy
0 to 250,000	\$100.00
250,001 to 500,000	\$225.00
Over 500,000	\$225.00 plus \$10.00 per 100,000 BTU (or portion of) over 500,000 BTU

Appendix 1 for 7.13: 2011 Permit Fee Schedule

PLUMBING

Single Family Dwellings

Square Footage	Permit Fee-not including SCC Levy
Up to 1200	\$100.00
1201-1500	\$105.00
1501-2000	\$110.00
2001-2500	\$120.00
2501-3500	\$130.00
Over 3500	\$130.00 plus \$0.10 per square foot
RTM Home/Mobile Home	\$100.00+scc levy
Minor Work	\$60.00+scc levy

Other than New Single Famil Dwellings including:

Garages, Renovations, Additions, Commercial, Instiutional, Industrial

Number of Fixtures	Permit Fee-not including SCC Levy
1	\$100.00
2	\$100.00
3	\$100.00
4	\$100.00
5	\$105.00
6	\$105.00
7	\$110.00
8	\$115.00
9	\$120.00
10	\$125.00
11	\$130.00
12	\$135.00
13	\$140.00
14	\$145.00
15	\$150.00
16	\$155.00
17	\$160.00
18	\$170.00
19	\$175.00
20	\$180.00
Over 20	\$180.00 plus \$5.00 per fixture over 20

PRIVATE SEWAGE PERMIT FEE SCHEDULE

Description	Permit Fee
Holding Tank	\$60.00 + scc levy
Open Surface Discharge	\$120.00 + scc levy
Fields/Mounds	\$120.00 + scc levy
Any system with Treatment Plant	\$200.00 + scc levy



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

Issue Summary Report

7.14 COUNTY LIBRARY BOARD - THANK YOU LETTER

#20110121019

Meeting : Regular Council Meeting

Meeting Date : 2011/01/11 10:00

Background

We have received a letter from the County of St. Paul Library Board thanking Council for their continued support of the community libraries.

Recommendation

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.

Additional Information

Originated By : Sheila Kitz

Reference :



County of St. Paul No. 19

January 5, 2011

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

Dear Council Members:

The County of St. Paul No. 19 Library Board discussed the 2011 Budget which was presented and approved at our meeting on November 23, 2010. The 2011 Library Board Budget was then presented and approved at County Council's meeting of December 14, 2010.

The Board would like to express their gratitude to County Council, who throughout the years have offered generous support towards the ongoing operations of our Libraries within the Ashmont and Mallaig Communities, as well as enhancing our partnerships with the St. Paul and Elk Point Municipal Libraries.

I wish to express my sincere appreciation, on behalf of the County of St. Paul No. 19 Library Board, for your continued support of our Community Libraries.

Sincerely yours,
COUNTY OF ST. PAUL NO. 19 LIBRARY BOARD


for Irene Van Brabant
Chairperson
IVB/baw



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

Issue Summary Report

7.15 TOWN OF ST. PAUL LIBRARY BOARD

#20110121020

Meeting : Regular Council Meeting

Meeting Date : 2011/01/11 10:00

Executive Summary

The Town of St. Paul is requesting if the County would consider appointing a Council Member to the Town Library Board.

Alternatives

Council to determine whether or not they want representation on the Town of St. Paul Library Board.

Recommendation

As per Council's wishes.

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

7.16 REGIONAL ECONOMIC ADVISORY BOARD

#20110121021

Meeting : Regular Council Meeting

Meeting Date : 2011/01/11 10:00

Background

At the Joint Meeting with the Town of Elk Point, Mayor Parrish Tung proposed the formation of a Regional Economic Advisory Board to offer observation and advice to respective Municipalities on the issue of economic development. This Board would be comprised of members from the County of St. Paul, Town of St. Paul and Town of Elk Point. He proposed a membership of nine (9) members: three (3) members from each municipality comprised of one (1) elected official and two (2) members at large.

Alternatives

Council may decide not to become part of the Regional Economic Advisory Board.

Recommendation

Council approves participation in the Regional Economic Advisory Board and direct Administration to work with the Town of Elk Point and Town of St. Paul on Terms of Reference for the committee.

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

7.17 WELLNESS CLINIC WORKING COMMITTEE

#20110121022

Meeting : Regular Council Meeting

Meeting Date : 2011/01/11 10:00

Background

We are now at the stage of setting up a working Committee for the Wellness Clinic. We require a motion from Council to appoint 2 members from the County to the working committee with Town and developers.

At the organizational meeting Reeve Upham, Councillor Martin and Tim Mahdiuk were appointed to the Medical Clinic Committee.

Recommendation

Motion to appoint one Councillor and Tim Mahdiuk to the Wellness Clinic Working Committee.

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

7.18 BYLAW NO. 1563 - INTER MUNICIPAL DEVELOPMENT PLAN #20110121029

Meeting : Regular Council Meeting

Meeting Date : 2011/01/11 10:00

Background

Bylaw No. 1563 is being presented to Council for second and third reading 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.

The Joint Public Hearing was held on January 5, 2011.

Recommendation

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.

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

Additional Information

Originated By : Sheila Kitz

Reference :

COUNTY OF ST. PAUL NO. 19

BY-LAW NO. 1563

A By-law of the County of St. Paul No. 19 in the province of Alberta, to adopt an Intermunicipal Development Plan

WHEREAS the Municipal Government Act, R.S.A. 2000, as amended authorizes two or more municipalities to adopt an Intermunicipal Development Plan; and

WHEREAS a new Intermunicipal Development Plan has been prepared in accordance with section 631(1) of the Municipal Government Act, R.S.A. 2000 under the direction of the Council of the Town of St. Paul and the Council of the County of St. Paul No.19; and

WHEREAS the Town of St. Paul has passed a Bylaw to adopt this Intermunicipal Development Plan;

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

- 1. THAT the Town of St. Paul and County of St. Paul No.19 Intermunicipal Development Plan is hereby adopted.
- 2. THAT upon final passing of this bylaw, Bylaw No. 1539 is hereby repealed.

Read a first time this 14th day of December, 2010.

Advertised the 21st day of December, A.D. 2010, and the 28th day of December, A.D. 2010 in the St. Paul Journal

Read a second this 11th day of January, 2011.

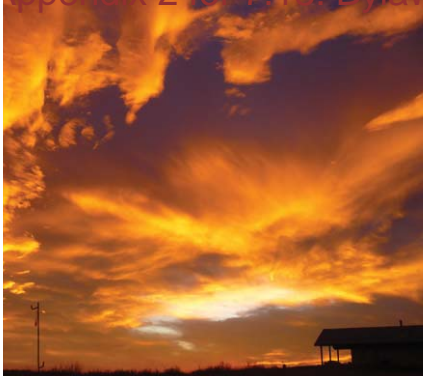
Read a third time and finally passed this 11th day of January, 2011.

(Original Signed by Reeve S. Upham)

Reeve

(Original Signed by CAO Sheila Kitz)

Chief Administrative Officer



*The Town of St. Paul
and County of St. Paul No.19*
INTER-MUNICIPAL DEVELOPMENT PLAN



Prepared for:
The Town of St. Paul and
County of St. Paul No.19

Prepared by:
Focus Corporation

020100157-110
December 2010

FOCUS



**The Town of St. Paul and
County of St. Paul No. 19**

Intermunicipal Development Plan

December 2010

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Appendix 1 – Location Plan

Appendix 2 – Intermunicipal Development Plan

1 INTRODUCTION

1.1 Background

The Intermunicipal Development Plan (IDP) was developed from a number of discussions, public input, and workshops. Its intent is to outline a cooperative future growth framework for the resolution of planning, economic development, servicing and transportation issues that are of joint interest between the Town of St. Paul and the County of St. Paul No.19. The Plan also establishes a framework for future annexations.

The Town of St. Paul (hereinafter referred to as the Town) and the County of St. Paul No.19 (hereinafter referred to as the County) are both active, growing municipalities and each has an impact on the other. The Plan reflects mutual agreements on growth areas for each municipality. This document outlines policies that apply to lands in the urban fringe and within the Town that are to be used as a framework for decision making in each municipality with input and cooperation of the other jurisdiction. Each municipality is responsible for decisions within their boundaries using the Plan policies and the procedures provided in the Plan.

This Intermunicipal Development Plan supersedes the former St. Paul Fringe Area Plan 2001.

1.2 Governing Legislation

This Intermunicipal Development Plan is a statutory planning document prepared in accordance with Section 631 of the Act, stating that:

"631(1) *Two or more councils, may, by each passing a bylaw... adopt an Intermunicipal Development plan to include those areas of land lying within the boundaries of the municipalities as they consider necessary".*

An Intermunicipal Development Plan, in accordance with the Municipal Government Act, may include almost anything that may be agreed to by the participants. The Act does require, as part of section 631, the following:

"631(2) *An Intermunicipal Development Plan (b) must include*

- (i) procedures to be used to resolve or attempt to resolve any conflict between the municipalities that have adopted the plan,*
- (ii) procedures to be used, by one or more municipalities, to amend or repeal the plan, and*
- (iii) provisions relating to the administration of the plan".*

1.3 Purpose of this Plan

The purpose of the IDP is to establish a regional framework for attracting economic opportunities and managing land use in the plan area. The County and the Town want to improve opportunities to secure a robust and durable economic base, improve consistency in land development and enhance Intermunicipal efficiency and communication. Further, the

municipalities want to be “development ready” and future-oriented in their planning efforts and thus improve their services, cost efficiency and attractiveness to promote economic activity within the community.

1.4 Public Consultation

On September 7, 2010, the County of St. Paul No. 19 and the Town of St. Paul held a public open house to gather public input regarding the St. Paul Intermunicipal Development Plan. The public open house attracted over 70 stakeholders. At the open house, surveys were provided for stakeholders to provide feedback. A total of 53 surveys were completed, 49 by County residents and 4 by Town residents. Of those who responded, 23 said that they owned residential, commercial or industrial property within the plan area. Of those, 6 had plans for development in the near future. A number of comments were submitted by individuals who completed the surveys. Where applicable, these comments were addressed in the document.

1.5 Growth Expectations

Over the past ten years, the Town of St. Paul has experienced relatively consistent population growth of approximately 1.7% per year on average, growing from a population of 4,861 in 1996 to a population of 5,440 in 2007 (Alberta First, 2007).

The Town of St. Paul Growth Study 2007 concluded that a 2% average growth rate for the next 20 years was appropriate given the historical population growth and the potential growth of surrounding industry. Based on this 2% average growth rate, the Town of St. Paul can expect the population to grow from the current 5440 individuals to approximately 8000 by the year 2027; an increase of 2600 people.

Growth expectations will therefore directly influence future land use requirements within the urban fringe area. Future annexation of County land may be required with the expected growth of the Town. With annexation in mind, there is an additional requirement to review both the extent of future land use available and the Intermunicipal boundary area.

1.6 Location

The Town of St. Paul and the surrounding County lands are located in northeastern Alberta, approximately 200 km northeast of Edmonton. The geographical location of the IDP is depicted on the Location Plan (Appendix 1). The plan area consists of land that is currently within the boundaries of the County of St. Paul No.19 and covers the land directly adjacent to the Town of St Paul’s boundaries. The land includes approximately 1,700 hectares (4,200 acres) with the predominant land use being agricultural.

2 OVERALL GOAL AND OBJECTIVES

It is important to establish what is intended to be accomplished by this Plan. This allows decision makers to ensure the application of the policies of the Plan is consistent with the intent of the Plan. After a period of time it will be necessary to evaluate the Plan and perform a review of the goals and objectives to allow for the measurement of success. The final objectives for the Plan were the result of committee discussion, public input and council discussion.

The overall goal of this Plan is to:

"Encourage orderly and economical development in the designated fringe area that has regard to the needs of both the Town and the County".

The overall objectives of the Intermunicipal Development Plan are to:

- a) Maintain an effective Intermunicipal relationships between the Town and the County, ensuring good communication and coordination of land use, development and future growth.
- b) Develop and maintain mutually beneficial policies and relationships between the Town and the County for the effective coordination of land issues.
- c) Ensure all proposals that may affect land in the plan area within the Town or County are reciprocally referred.
- d) Facilitate and encourage Intermunicipal communication in planning matters.
- e) Continue to develop and maintain open lines of communication to resolve problems and take advantage of opportunities with mutual benefits.
- f) Develop an administrative structure which supports cooperation and coordination between the two municipalities.
- g) Reduce the potential for incompatible land uses impacting adversely on the adjacent municipality.
- h) Facilitate economic opportunities and ensure that developers have access to land for residential, commercial and industrial uses and associated growth.
- i) Accommodate urban growth and rural development in a manner which is mutually acceptable, logical and efficient.
- j) Avoid piecemeal expansion by encouraging well-structured economical and contiguous developments.

Appendix 2 for 7.18: Bylaw No. 1563 - IDP Attachment

- k) Facilitate provisions for the direction of future growth and annexation to the Town by the regular development and review of the Intermunicipal Development Plan with the County.
- l) Identify future land uses in and around the fringe area of the Town and establish policies to guide decisions on their uses.
- m) Protect high quality agricultural land from inappropriate or premature development.
- n) Explore the possibilities for the provision of the Town's municipal servicing systems to County residents and businesses in the future.

3 KEY ISSUES AND PRINCIPLES

Key Issues:

After consultation with the public and meetings with the two municipal Councils, a number of key issues were identified. These issues are highlighted below and the remainder of the Plan aims to address these issues through a number of policies and implementation strategies.

Long Range Planning and Forecasting

With the current and expected growth rates, it is anticipated that the Town will require more land for development. The timing, size and location of future annexations are important and must be addressed in a proactive manner. Future annexations can have potential impacts on landowners of the subject land. Therefore, communication will be an essential part of the long range planning process.

Reverse Sensitivity through Conflicting Land Uses

Reverse sensitivity describes the effect that existing activities have on new development in an area. It usually results from the people involved in an activity that is newly established, complaining about the effects of existing activities in an area.

Business Employment activity can have the potential to adversely impact surrounding land uses, specifically residential areas. Appropriate location is therefore an important consideration when determining districts/zones, and furthermore, development applications in order to avoid reverse sensitivity conflicts. Business Employment activities are generally located in the northern areas of the Town. Though it may be best to cluster these types of activities together, a transition or buffering system may be required to avoid conflicts with existing residential and country residential landowners.

Serviced versus Un-serviced Land

The Town of St. Paul generally services developments only within its jurisdiction. However, there are some instances where developments outside the Town's boundaries are serviced by the Town's infrastructure. It is important to identify the type of development that should be provided with municipal services by the Town separately from those that should be independently and privately serviced. Specifically, there have been requests from some individual property owners in the County to connect to the Town's water supply system, primarily those in close proximity to the pipeline. This raises questions as to which properties in the County should be able to connect to such a service. Furthermore, the capacity of the Town's infrastructure system can influence the location of new developments both in the Town and in future growth areas within the County.

Sprawl Development

Steady growth in the region has put pressure on land available for development. The County has seen growth in country residential developments and the Town has seen growth in residential, commercial and business employment developments. The Town and the County

should work together in a proactive manner to plan for these developments so they are logical, comprehensive and efficient.

Principles:

The following principles will guide the Town and the County in their relations with respect to both the plan area and with any other activities or proposals that may have an impact on the adjoining municipality.

Communication

Communication is a key to a successful relationship. The municipalities should each keep the other informed about major developments or any issues that arise that may affect either the Town or the County.

Trust

Both municipalities require a sound level of trust in each other. There should be a 'no surprises' element in the actions that either municipality makes.

Cooperation and Collaboration

It is essential that the municipalities have a degree of cooperation. It is understandable that there may be differences of opinion; however the municipalities should be open to make adjustments in order to come to an agreement that satisfies both parties' interests, thereby working together to reach a common objective.

Coordination

The two municipalities must work together to ensure complementary growth. This will help alleviate piecemeal development and conflicting land uses.

Mutual Benefit

The Town and County quite often face similar issues. As the Town and County are so closely connected, it is important that they work interdependently with each other and with their communities in order to reach common objectives.

4 THE INTERMUNICIPAL PLAN AREA

4.1 Existing Land Use and the Intermunicipal Development Plan Area

The Location Plan (Appendix 1) identifies the regional location of the Intermunicipal Development Plan.

The Intermunicipal Development Plan (Appendix 2) identifies all portions of the County which will be included in the Intermunicipal Development Plan area and indicates the location of various existing and future land uses.

Both municipalities agree that the plan area is defined as the area in which cooperation and coordination of land uses around the Town of St. Paul occurs. The boundary identified in this Plan realistically and closely reflects the current and future needs of both the Town and County.

From the perspective of both municipalities, maintaining the integrity of the plan area is critical for the preservation of their long-term interests. In decision making, both municipalities need to proceed constructively, finding a balance when inputs differ.

Caution needs to be taken when considering proposals within the plan area as long term future expansion could result in reverse sensitivity issues between conflicting land uses.

4.2 Future Land Use Areas

Land use designations proposed for the plan area are described below.

Urban Reserve

The designation of *Urban Reserve* refers to those lands that are situated in close proximity to the Town of St. Paul, are currently in agricultural production and are expected to remain in agricultural production into the foreseeable future.

Medium Term Future Residential

The designation of *Medium Term Future Residential* refers to those lands that have been allocated for future multi-lot development of residential and related uses at urban densities. Medium term future residential lands must be serviced by municipally supplied piped water and sewage disposal systems, and therefore must be annexed to the Town of St. Paul. Medium term residential lands may include institutional and small-scale convenience commercial uses that are associated with residential communities and neighborhoods.

Long Term Future Residential

The designation of *Long Term Future Residential* refers to those lands that are not anticipated to be serviced or developed in the immediate future, but are likely to be the subject of the next stages of development progression. These areas are subject to the same principals as Medium Term Future Residential lands with the exception that although these lands are ultimately intended for urban residential development in the long term, they may be developed as country residential uses in the interim, as long as measures are taken to protect for the future ability to

densify to urban levels. These areas would require annexation to the Town in the future prior to urban level development and full servicing occurring.

Country Residential

The designation of *Country Residential* refers to those lands that are intended to be ultimately and permanently developed for rural residential purposes. These areas would not require future annexation and it is expected that they will obtain independent, private on site servicing and will not connect to the Town's municipal servicing infrastructure.

Medium Term Future Highway Commercial

The designation of *Medium Term Future Highway Commercial* refers to those lands adjacent to Highway 29 that are intended for the development of commercial uses providing service to the motoring public. Medium term future highway commercial developments would include uses such as service stations, roadside restaurants, cafes and motels and may also include commercially oriented light industrial uses that are consistent with surrounding uses. These lands are anticipated to be developed in the foreseeable future, and if municipal services are required, they would be provided by the Town in conjunction with the annexation of the lands.

Long Term Future Highway Commercial

The designation of *Long Term Future Highway Commercial* refers to those lands that are adjacent to Highway 29 and are suitable for commercial development, but are unlikely to be developed in the near future. These lands are subject to the same principals as, and must be pre-ceded by, the development of the Medium Term Highway Commercial lands.

Business Employment Reserve

The designation of *Business Employment Reserve* refers to those lands north of Garneau Lake and west of Highway 881. These areas are intended to encompass a broad range of industrial processes that may include the manufacturing, processing, warehousing and trans-shipment of goods. Industries may serve the agricultural economy, process natural resources, or produce goods for sale within and outside the region.

Environmental Protection, Recreation and Open Space

The designation of *Environmental Protection, Recreation and Open Space* refers to those lands identified as environmentally significant or areas that are currently occupied by, or intended for, recreational uses and park space and include the Trans Canada Trail.

Transportation Corridor

The designation of the *Transportation Corridor* refers to an area of land allocated for the movement of traffic within the fringe area of the Town of St. Paul. The future truck route connecting Highway 29 west of the Town to Highway 881 northbound is considered to be the most likely future primary transportation corridor. As well, future corridors for transportation or major utilities may become apparent with the advent of new development areas. These corridors should be identified and protected in conjunction with planning for new developments.

4.3 Annexation and Phasing

Phasing and annexation of the plan area for development will be determined in part by market forces. Such developments are often prompted by individual landowner decisions and cannot be easily predicted. Phasing and annexation will also be determined according to future infrastructure planning by the municipalities.

The timing and phasing of each annexation is important, especially for the owners of land within the County. For example, existing landowners may not like to see their land unnecessarily excluded from development in the future. It is therefore proposed that the Town shall require land for no greater than a 15-20 year growth forecast and any proposed developments within a future development area must show to be consistent with the future land uses shown on the Intermunicipal Development Plan (Appendix 2).

As conditions change, the IDP will require regular reviews and updates of the strategy to ensure that it continues to meet the needs of the region. This Plan outlines a review process in section 6.0 – Plan Administration and Implementation.

5 IDP POLICIES

5.1 General

This Plan will implement policies that will cover approximately 1700 hectares (4200 acres) of land in the plan area. General policies applying across the plan area are outlined in the following section. Subsequent sections provide detailed policies related to each land use designation.

Policy 5.1.1: The Intermunicipal Development Plan as shown in Appendix 2 shall indicate the boundaries within which the policies of this plan will apply.

Policy 5.1.2: All future land use, subdivision and development in the plan area shall comply with the policies of this IDP. The County's and Town's Municipal Development Plans shall also be consulted for additional applicable policies.

Policy 5.1.3: The County of St. Paul will safeguard the plan area as shown in the Intermunicipal Development Plan Map (Appendix 2) from developments which are or may become incompatible with future urban land uses and which otherwise may have a detrimental effect on the Town. These areas shall continue to be used predominantly for agricultural activities.

Policy 5.1.4: All new applications for subdivision and development shall be subject to any required amendments to the Town's and County's Land Use Bylaws as required by the policies of this IDP.

Policy 5.1.5: Existing land uses with valid development permits that exist as of the date of approval of this Plan may continue to operate in accordance with the provisions of the Land Use Bylaw and the Municipal Government Act.

Policy 5.1.6: Infrastructure such as transfer stations, treatment plants and airports shall require adequate buffers from incompatible uses. All Land Use Bylaw amendments, subdivisions, or development applications shall provide an appropriate distance separation or provisions for buffering acceptable to the approving officer and in compliance with applicable Provincial or Federal legislation.

Policy 5.1.7: Walkways, municipal roads, utility systems and land will be developed and managed to minimize impact on the ecological, aesthetic and recreational qualities of the area's lakes, wetlands and other significant natural areas.

Policy 5.1.8: On the basis of the policies of this plan, the existing "St. Paul Fringe Area Plan" will be repealed.

5.2 Urban Reserve

Protection of agricultural lands and encouragement of a diversity of agricultural activities is important for the County of St. Paul, both in the rural areas and in the urban fringe adjacent to the Town. In terms of agricultural production, the existing use in the fringe area is largely cropland with a few feeding operations.

The following nuisance factors traditionally associated with farming operations often result in conflicts between agricultural uses and urban areas:

- Noise from farm equipment;
- Odour from feeding operations;
- Odour from the spreading of manure;
- Potential environmental problems from agricultural runoff; and
- Dust from hauling or harvesting activities.

Both municipalities understand the positive impact of agriculture on their economies and wish also to support the farm community. Policies in this Plan are intended to affect only those uses that have a very negative impact on lifestyles and property values while allowing most agricultural practices to continue unaffected. Notwithstanding the policies contained in this plan, all agricultural operations within the IDP plan area must comply with the Agricultural Operation Practices Act and the Natural Resources Conservation Board Approval Policy.

Policy 5.2.1: Farming, including both large-scale and small-scale intensive horticulture activities, shall be permitted and shall be the predominant use in the areas designated Urban Reserve on the Intermunicipal Development Plan (Appendix 2).

Policy 5.2.2: Intensive livestock farming activities shall be discouraged in all areas within the Intermunicipal Development Plan boundary.

Policy 5.2.3: Confined feeding operations and manure storage facilities shall not be permitted within the Intermunicipal Plan boundary, in accordance with the provisions of the County's Municipal Development Plan.

Policy 5.2.4: Subdivision is permitted within the Urban Reserve area up to a maximum of 8 hectares (20 acres) for every quarter section in accordance with the provisions of the County's Municipal Development Plan and Land Use Bylaw and relevant Provincial statutes.

5.3 Future Residential

It is expected that both the Town and the County of St. Paul will continue to experience population growth. It is important that the Town and the County work together in a proactive manner to formulate the best solutions for managing this growth.

Appendix 2 shows areas of land east and south of the Town designated for Medium Term and Long Term Future Residential. These areas are considered to be prime areas for residential

development. It is anticipated that lands within the Medium Term Future Residential area designations will be developed in the not-too-distant future, whereas lands within the Long Term Future Residential areas are identified for possible future development in the longer term.

Municipally serviced residential lots at urban densities are the ultimate form of development envisioned for all future residential areas.

The Medium and Long Term Future Residential land use designations are summarized below:

- Medium Term Future Residential - Intended for municipally serviced residential development at urban densities to be developed in the foreseeable future.
- Long Term Future Residential – Intended for municipally serviced residential development at urban densities anticipated for development in the long term future.

Designation	Timeline	Ultimate Form	Jurisdiction	Servicing
Medium Term Future Residential	Short to medium term	Urban	County of St. Paul until annexed Town of St. Paul	Municipal
Long Term Future Residential	Long term	Urban	County of St. Paul until annexed Town of St. Paul	Municipal

Policy 5.3.1: In order to prevent reverse sensitivity and other land use conflicts amongst differing land uses, residential development shall be directed and encouraged on those lands identified as Medium Term Future Residential or Long Term Future Residential on the Intermunicipal Development Plan Map (Appendix 2).

Policy 5.3.2: Future Residential areas may not be developed as multi lot residential subdivisions until annexed to the Town of St. Paul

Policy 5.3.3: Vehicular access points to provincial highways shall be limited through the use of joint access points, service roads, and internal subdivision roads.

Policy 5.3.4: Each new lot within the Future Residential areas must have an adequate building site available in terms of size, geotechnical stability, distance from proposed residential lot lines and distance from water bodies.

Policy 5.3.5: New developments within the Future Residential areas shall not adversely affect existing surrounding land uses and potential future uses.

Policy 5.3.6: New developments within the Future Residential areas shall comply with both County of St. Paul and Town of St. Paul Engineering Design Standards.

5.4 Country Residential

Country Residential development continues to be a popular alternative to living in an urban environment. Country Residential, as an interim activity, is considered to be compatible with the ultimate development of urban density, as outlined within Section 5.3 of this Plan.

The Intermunicipal Development Plan (Appendix 2) shows the areas of land west of the Town to be country residential. These lands are anticipated to remain as country residential into the foreseeable future.

The country residential land use designation is summarized below:

- Lands designated as country residential are intended for residential development at rural densities with on-site or communal services and are expected to be developed in the short, medium or long term.

Designation	Timeline	Form	Jurisdiction	Servicing
Country Residential	Short, medium or long term	Rural	County of St. Paul	On-site or communal

Policy 5.4.1: Country residential development may occur on those lands identified as Country Residential on the Intermunicipal Development Plan (Appendix 2).

Policy 5.4.2: Country residential development must be self sufficient for all services including potable water supply, storm water management and sanitary sewage disposal. Disposal methods must comply with the County's Engineering Standards and Alberta Provincial Regulations.

Policy 5.4.3: Vehicular access points to provincial highways shall be limited through use of joint access points, service roads, and internal subdivision roads.

Policy 5.4.4: Each new country residential development lot must have an adequate building site available in terms of size, geotechnical stability, distance from proposed residential lot lines and distance from water bodies.

Policy 5.4.5: New country residential developments shall not adversely affect existing surrounding land uses and potential future uses.

Policy 5.4.6: The County may request the preparation of additional documents or plans for any new multi-lot country residential subdivision development. Details of these requirements shall be determined with each new development proposal.

5.5 Highway Commercial

The County and Town of St. Paul are in agreement that major commercial areas shall continue to develop predominantly along Highway 29, in both easterly and westerly directions. As traffic volumes and area populations increase it is assumed that the demand for highway commercial land will also increase. As such, the proposed locations for future commercial developments are considered to be a continuation of existing commercial concentrations and trends.

There are two designations for highway commercial development within the IDP area: Medium Term Future Highway Commercial; and Long Term Future Highway Commercial. Medium Term Future Highway Commercial refers to those lands that will require full urban services and are expected to be annexed and developed in the foreseeable future. Long Term Future Highway Commercial depicts those lands that would be suitable for future highway commercial development in the future, but are not immanently developable in the short or medium term.

All future highway commercial areas are located at the entrance to the Town, thereby making site design and aesthetics a priority. Therefore, both the Town and the County will work together with developers to ensure a high standard of aesthetics are maintained adjacent to the Highway.

Policy 5.5.1: Commercial development shall be limited to those areas identified as Medium Term Future Highway Commercial and Long Term Future Highway Commercial on the Intermunicipal Development Plan map (Appendix 2).

Policy 5.5.2: Multi-parcel subdivisions and development shall not be permitted within future highway commercial areas except in accordance with an approved Area Structure Plan.

Policy 5.5.3: Unless otherwise agreed to, any future highway commercial developments requiring municipal infrastructure services from the Town shall be subject to annexation by the Town.

Policy 5.5.4: All highway commercial development shall maintain a high aesthetic standard in design and construction. A common standard for screening, landscaping, fencing, and color shall be developed and applied by both municipalities.

Policy 5.5.5: Development of all future highway commercial areas shall be allowed only after the following factors have been considered by the approving authority:

- I. Highway access to the development and the impact of the development on through traffic;*
- II. The utilization of service roads;*
- III. Site and building design and aesthetics;*
- IV. Compatibility with adjacent uses;*
- V. Compliance with Alberta Infrastructure's regulations and requirements; and*
- VI. Any other factors that either the Town or County Council deems necessary.*

5.6 Business Employment

As the population and the economy of the IDP area both continue to grow, so too will the demand for business employment development land. Business employment refers to land where future development may include the manufacturing, processing, warehousing, and trans-shipment of goods as well as development which directly services industrial uses.

There are many considerations associated with development of business employment opportunities including servicing and transportation infrastructure, long term future municipal growth directions, possible or potential land use conflicts and necessary mitigation, as well as the desire to enhance and sustain the municipal tax base.

With the increase in demand for business employment land, an area designated as Future Business Employment has been identified within the north portion of the IDP area as shown on Appendix 2. This area is an extension of an existing business employment area within the Town of St. Paul and will allow for future business employment developments in the form of light and medium industrial and business uses to be located or relocated to areas suitable for this type of activity.

Policy 5.6.1: Business employment uses shall be allowed only in those areas designated as Future Business Employment in the Intermunicipal Development Plan map (Appendix 2).

Policy 5.6.2: The Town of St. Paul and the County of St. Paul shall prevent the establishment of non-compatible activities on surrounding land uses in the vicinity of the Future Business Employment lands.

Policy 5.6.3: Multi-parcel subdivision and development shall not be permitted on lands designated as Future Business Employment (Appendix 2), except in accordance with an approved Area Structure Plan.

Policy 5.6.4: Any Future Business Employment developments requiring municipal infrastructure services from the Town shall be subject to annexation by the Town.

Policy 5.6.5: The approving authority shall consider the following factors before making a decision on any business employment development proposal:

- I. The suitability of the location to the nature and type of industry;*
- II. The protection of the St. Paul Airport;*
- III. The need for municipal piped water supply and sewage disposal services;*
- IV. The need for storm water management systems;*
- V. Access to an adequate transportation system;*
- VI. The effect on surrounding land uses;*
- VII. The environmental impact on nearby residences and the Town;*
- VIII. Provisions proposed for buffering of the development; and*
- IX. Any other information the Town or the County consider necessary.*

5.7 Environmental Protection, Recreation and Open Space

The region contains many lakes that are highly valued for a variety of functions. They are visually appealing as open space, convenient attractions for trails and wildlife movement corridors, instruments of storm water management and home to a diversity of plants and animals. These many uses sometimes conflict with one another and must be evaluated on the principles of long term sustainability.

Development applications in or near areas of environmental significance which, in the opinion of the Town or the County, may affect the environmental integrity of the landscape, will have a requirement for a Biophysical Assessment and, if necessary, an Environmental Impact Assessment. This will include review of storm water management, erosion mitigation, protection of downstream water quality, preservation of wetlands and protection of rare flora and fauna.

Policy 5.7.1: Land suitable for Environmental Reserve (ER) in accordance with the provisions of the Municipal Government Act may be identified at the Area Structure Plan and/or subdivision application stage and may be dedicated as an Environmental Reserve parcel, an Environmental Reserve easement or as a conservation easement.

Policy 5.7.2: Through their respective Land Use Bylaws, the Town and the County shall ensure that appropriate development setbacks from water bodies and watercourses are maintained and enforced.

Policy 5.7.3: The Town of St. Paul and the County of St. Paul shall recognize and enhance the wide diversity of recreation opportunities and seek to identify future sharing opportunities.

Policy 5.7.4: The Town of St. Paul and the County of St. Paul shall assist in the integration of the abandoned Canada National Railway land with the existing Trans Canada Trail to provide an extensive trail system for the region.

5.8 Future Transportation Corridor

The continued development and maintenance of a safe and efficient transportation network is critical to the well being of the area residents and is important for land use planning. One of the main concerns identified in consultation with the public and councils was the need for an alternative truck and dangerous goods route, primarily for larger transport vehicles. It is anticipated that an alternative truck route will relieve traffic pressure through the Town and will generate a safer environment for residents. The proposed Transportation Corridor will be located along Township Road 582 to the north of the Town of St. Paul, as shown on the Intermunicipal Development Plan map (Appendix 2). Annexation to the Town of the transportation corridor lands or upgrading of the roadway is not currently contemplated. The Town and County have will review this issue in five years (2016) in order to give time to further research the issue.

Policy 5.8.1: The Town of St. Paul and County of St. Paul shall provide and maintain a strategic and efficient transportation network.

Policy 5.8.2: The Town of St. Paul and County of St. Paul shall work collaboratively with Alberta Infrastructure to investigate developing an alternate route for heavy trucks and other vehicles.

Policy 5.8.3: The Town of St. Paul and County of St. Paul shall review the consideration of a truck route by 2016 to allow time for further research.

Policy 5.8.4: The Town of St. Paul and County of St. Paul shall facilitate a safe and efficient integrated road system within the plan area that provides connections to the highway and County road system.

Policy 5.8.5: The Town of St. Paul and the County of St. Paul shall recognize the importance of the future transportation corridor, both for the possible future truck route and for possible future developments and shall take whatever steps are necessary to ensure its integrity is maintained.

5.9 Servicing Infrastructure

Infrastructure refers to the systems necessary for the provision of potable water, the conveyance of sanitary sewerage, the management and conveyance of rain water and the improvements necessary for vehicular and pedestrian circulation, as well as natural gas, power, and communications. There is a differentiation of delivery of primary services such as water, sanitary and storm water between rural and urban areas. Generally, lands within the Town's municipal boundaries are fully serviced by a municipally operated system while those in the rural areas are serviced individually on-site or through localized or communal systems. This servicing approach is anticipated to continue and, therefore, lands proposed for annexation to the Town will require full servicing infrastructure connecting to the Town's municipal system. However, the Town and the County have agreed that opportunities may arise in the future where the provision of Town owned utility services to County property owners may be beneficial to both Municipalities. They have therefore mutually agreed that these opportunities may be explored in the future and decisions for servicing reviewed further.

Policy 5.9.1: Future servicing requirements shall be monitored by the Town in order to ensure that an efficient and adequate infrastructure system is available to the community.

Policy 5.9.2: The County of St. Paul and Town of St. Paul shall work together to protect the Trans Canada Trail from future development influences as identified on the Intermunicipal Development Plan map (Appendix 2).

Policy 5.9.3: In the interest of ensuring coordinated development and the proper and environmentally sound provision of servicing, future growth areas will be required to provide for future connection to the Town's utility systems, except where alternative means of servicing would not have negative impacts on the health and safety of residents.

Appendix 2 for 7.18: Bylaw No. 1563 - IDP Attachment

Intermunicipal Development Plan

Town of St. Paul and County of St. Paul No. 19

Policy 5.9.4: No development outside of the Town's boundaries shall be permitted to connect to Town's sewer and water systems until such a time as the land is annexed.

Policy 5.9.5: Notwithstanding Policy 5.9.4 above, the County of St. Paul and the Town of St. Paul may explore possibilities for mutually acceptable provision of the Town's servicing system to County property owners within the IDP plan area.

6 PLAN ADMINISTRATION AND IMPLEMENTATION

Successful implementation of this Plan requires a clear understanding of its administration. This will depend upon the applications of the principles herein: communication, trust, cooperation and collaboration, coordination and mutual benefit. The purpose of this section is to establish the methods by which this Plan is to be implemented.

6.1 Adoption Process

Implementation of the IDP contemplates various amendments to the Town's and the County's Land Use Bylaws and statutory plans.

Policy 6.1.1: The Intermunicipal Development Plan shall be adopted by Town of St. Paul and County of St. Paul in accordance with the Municipal Government Act.

Policy 6.1.2: The Town's adopting bylaw will specify that although the Town of St. Paul adopts the policies and objectives of the Plan, it has no legal jurisdiction over lands in the plan area which are outside the boundaries of the Town.

Policy 6.1.3: Any amendments to statutory plans or the Land Use Bylaws of either municipality required to implement the policies of this IDP should occur simultaneously with the adoption of this Plan.

6.2 Annexation

The annexation of land refers to the acquisition of land by an urban municipality from a rural municipality in order to accommodate future growth. This Plan establishes a mutually agreed-upon basis for the Town's annexation of land within the County's jurisdiction. The Intermunicipal Development Plan outlines areas for potential growth of the Town (Appendix 2). The purpose of this Plan is to provide policies and directions for annexation to ensure that the transition from rural to urban is a smooth process.

Policy 6.2.1: The Town of St. Paul and County of St. Paul shall follow the annexation process as outlined in the Municipal Government Act.

Policy 6.2.2: Through the provisions of the Intermunicipal Development Plan, Town of St. Paul and County of St. Paul agree to protect those lands identified for long term annexation from land use and developments that might interfere and conflict with future urbanization.

Policy 6.2.3: The Town of St. Paul and County of St. Paul shall ensure annexation of land is undertaken in an agreed-upon, clear, and consistent manner when the need for additional developable lands presents itself.

Policy 6.2.4: In determining the timing, size and location of an annexation area, the following will be considered:

- I. Justifiable and mutually agreeable current and future growth rates – no greater than 15-20 years;*
- II. Availability and cost of servicing;*
- III. Adequacy of transportation systems to accommodate new development;*
- IV. Pattern of ownership to avoid fragmented development;*
- V. Minimization of the premature consumption of agricultural land;*
- VI. Consistency with local plans;*
- VII. Local support;*
- VIII. Logical extension of land uses and services; and*
- IX. Any other matters that either Council considers necessary.*

Policy 6.2.5: Information related to the growth and development of the Town of St. Paul will be shared so that both municipalities are aware of the extent of any future annexation requirements.

Policy 6.2.6: Lands indicated as Annexation Area – Stage 1 on the Intermunicipal Development Plan Map (Appendix 2) shall be the first stage of lands to be annexed to the Town of St. Paul.

6.3 Communication

Open communication between municipalities and the clear definition of procedural requirements will be critical to the successful implementation of this Plan. This process begins with the exchange of information at the beginning stages of development. In order to ensure proper communication and coordination is maintained, all plans and development applications related to the plan area shall be circulated between both municipalities.

Policy 6.3.1: The Town of St. Paul and the County of St. Paul will circulate between the two Councils the following for comment:

- A proposed Municipal Development Plan;*
- Municipal Development Plan amendments;*
- Proposed Area Structure Plans within the Intermunicipal plan area;*
- Amendments to Area Structure Plans mentioned above;*
- A proposed Land Use Bylaw and amendments to a Land Use Bylaw;*
- Land Use Bylaw amendments (rezoning applications) within the Intermunicipal plan area;*
- Any discretionary use in the Intermunicipal plan area in the County;*
- Any discretionary permit that applies to land adjacent to the Intermunicipal boundary in the Town; and*
- Any other decision that would have an effect on the other municipality, including issues related to other bylaws or municipal issues;*

Where no response is received within 21 calendar days, it will be assumed there are no objections to the proposal.

Policy 6.3.2: Applications and issues may arise on lands affecting the Intermunicipal Development Plan area that could affect both the County of St. Paul and Town of St. Paul. These applications should be circulated for comment. Where no response is received within 21 calendar days, it will be assumed there are no objections to the proposal.

Policy 6.3.3: Where the County of St. Paul or the Town of St. Paul, in response to the circulation of a referral, requests the opportunity for further consultation, a maximum of 30 additional days shall be provided to allow for such further review to be undertaken. The initiating municipality shall not proceed with approval of the application until this opportunity to further review of the application has been completed.

Policy 6.3.4: If the issue(s) can not be resolved, the Dispute Resolution process outlined in Section 6.5 of this Plan shall be followed.

6.4 Intermunicipal Committee

The purpose of the formation of an Intermunicipal Committee is to foster cooperation between the two municipalities. It serves as a mechanism for formal communication between the two municipalities at the political level to address issues of common concern.

Policy 6.4.1: The composition of the Intermunicipal Committee shall be identified by agreement of both municipalities and shall include representatives of Council and/or Administration. The Intermunicipal Committee shall include two members of Council and the CAO from each municipality. The agreement shall also include matters of committee procedures, record keeping and reporting.

Policy 6.4.2: The Intermunicipal Committee has the following functions:

- I. To monitor the ongoing implementation and effectiveness of the IDP;*
- II. To review and comment on applications to amend the IDP and refer recommendations to both municipalities;*
- III. To participate in the dispute resolution process as identified in this Plan*
- IV. To be involved in the preparation process of all Area Structure Plans and subsequent amendments within the Intermunicipal boundary;*
- V. To review referrals respecting applications for planning bylaws, Area Structure Plans, conceptual schemes, subdivision and development applications for the purpose of assisting Administration or Councils; and*
- VI. To undertake such other matters as they are referred to it by the Councils party to the IDP.*

Policy 6.4.3: The Intermunicipal Committee shall meet from time to time as required to carry out its function as specified in this Plan. The Committee shall meet at least annually at a mutually agreeable time to evaluate the effectiveness of the IDP.

6.5 Dispute Resolution

The dispute resolution process is outlined below, and relates directly to Division 11, Part 17 of the Municipal Government Act. The emphasis of the dispute resolution process is mediation at

the municipal level prior to an appeal to the Municipal Government Board. This process is based on an assumption that the IDP parties may have significant differences of opinion and that third party assistance is necessary to help resolve the disputes.

A principle of dispute resolution is consideration of the rights of landowners who may be the object of an Intermunicipal dispute. Therefore, throughout the various processes and procedures outlined, it is important that all parties engaged to resolve Intermunicipal disputes are mindful of and respect the rights of the private interests involved.

The intent of the process is to maximize opportunities for discussion and review in an effort to resolve areas of disagreement early in the approval process and to minimize delays in the approval process as much as possible.

Dispute Resolution Process

In order for this proposed dispute resolution process to work properly, it is important to ensure that the administrative and political components of the process are clearly separated. The dispute resolution process has been outlined into five successive stages as follows:

Stage 1: Departmental Staff Review and Discussion

The initiating municipality shall circulate the proposed plan or application to the responding municipality. Staff of the responding municipality will undertake a technical review of the proposal and provide comments to the initiating municipality. Issues of concern, if any, are identified in writing to the other municipality. The responding municipality has up to 14 calendar days to respond to the initiating municipality. Every attempt will be made to discuss the issue with the intent of arriving at a mutually agreeable solution.

Stage 2: Managerial Review

If an issue cannot be resolved at the staff level, it will be referred to the Town and County managers for their discussion and review. In order to facilitate review at the managerial level, the initiating municipality will provide the responding municipality with complete information concerning the disputed matter. The responding municipality will undertake an evaluation of the matter and provide comments to the initiating municipality within 7 calendar days.

The County and the Town managers will determine whether or not the proposal can be resolved without being referred to the Intermunicipal Committee.

Stage 3: Intermunicipal Committee Review

In the event that agreement cannot be reached between senior staff of both municipalities, the issue shall be referred to the Intermunicipal Committee for review and decision.

In the event that a matter is referred to the Intermunicipal Committee, a meeting will be scheduled within 21 calendar days and the administrations of the County and the Town will present their positions on the matter to the Committee.

After considering the matter, the Intermunicipal Committee may:

- a) Provide suggestions to both administrations on how to resolve the disputed matter;
- b) Agree on a position to be presented to both Councils for their consideration; or
- c) Conclude that they cannot reach a resolution of the disputed matter.

The Intermunicipal Committee may use a facilitator to assist the members to reach a consensus on the disputed matter.

The initiating municipality shall not proceed with approval of the application until both municipalities or the Intermunicipal Committee, where convened, has had the opportunities to reasonably review the application and the issues that were raised.

If a resolution of the dispute cannot be determined, the matter will be referred to the Town and County Councils for mediation.

Stage 4: Mediation

Assuming that agreement cannot be reached at the Committee level, a mediation process would be employed as a means of resolving the matter within 21 calendar days.

Prior to the initiation of the mediation process, the municipalities shall:

- a) Appoint an equal number of municipal councilors to participate in the mediation process;
- b) Engage a mediator agreed to by the municipalities at equal cost to each municipality; and
- c) Approve of a mediation process and schedule.

Note: There may be opportunity for the municipalities to request assistance from the Minister of Municipal Affairs under the provisions of the Municipal Government Act in accordance with the terms of the mediation process.

If agreed to by both Councils, municipal administration may be used as a resource during the mediation process.

All discussions and information related to the mediation process will be held in confidence until the conclusion of the mediation process.

At the conclusion of the mediation process, the mediator will submit a report to both of the Councils for consideration. The mediator's report and recommendations will not be binding on the municipalities and will be subject to the approval of the Councils.

If the Councils agree to the recommendations in the mediation report, then the initiating municipality will take the appropriate actions to address the disputed matter.

If no mediated agreement can be reached or if a mediated agreement is not approved by both Councils, then the appeal process may be initiated.

Stage 5: Appeal Process

In the event that the mediation process fails, the initiating municipality may give second and third reading to a bylaw to implement the proposal (i.e., a land use bylaw amendment, development permit, an Area Structure Plan or an Area Structure Plan amendment).

If the initiating municipality passes a bylaw to implement the proposal, then the responding municipality may appeal that action to the Municipal Government Board under the provisions of Section 690 of the Municipal Government Act.

The responding municipality must file a notice of appeal with the Municipal Government Board and give a copy of the notice of appeal to the initiating municipality within 30 calendar days of the passage of the disputed bylaw.

Policy 6.5.1: "Dispute" shall mean a disagreement by one municipality with the decision or proposed decision of the other municipality with respect to:

- I. A proposed Municipal Development Plan;*
- II. Municipal Development Plan amendments;*
- III. Proposed Area Structure Plans within the Intermunicipal plan area;*
- IV. Amendments to Area Structure Plans mentioned above;*
- V. A proposed Land Use Bylaw and amendments to a Land Use Bylaw;*
- VI. Land Use Bylaw amendments (rezoning) within the Intermunicipal plan area;*
- VII. Any discretionary use in the Intermunicipal plan area in the County;*
- VIII. Any discretionary permit that applies to land adjacent to the Intermunicipal Plan boundary in the Town; and*
- IX. Any other decision that would have an effect on the other municipality, including issues related to other bylaws or municipal issues.*

Policy 6.5.2: If a dispute arises, the Dispute Resolution Process outlined in Section 6.5 of this Plan shall be followed.

6.6 Plan Amendments and Review

While the IDP is meant to be a long range planning document, it is intended that regular monitoring, review and periodic amendments will be required for policies in the IDP in order that they remain current with changing trends and growth within the region. The IDP outlines a process for amendment of this document when it is in the mutual interests of the County and the Town to do so.

Policy 6.6.1: This Plan should be formally reviewed once every three years in order to confirm or amend any particular policies within the document by an independent consultant as mutually agreed to by both parties.

Policy 6.6.2: The Intermunicipal Committee shall meet at least once a year to review issues of mutual concern. If an amendment to the Plan is warranted then, this should proceed before the formal three year review.

Policy 6.6.3: Either the Town of St. Paul or the County of St. Paul may initiate an amendment to this Plan.

Policy 6.6.4: Any amendment to this Plan must receive the agreement of both municipalities following a joint Public Hearing held in accordance with the Municipal Government Act. Any disagreement respecting a proposed amendment would trigger the dispute resolution process.

Policy 6.6.5: The Intermunicipal Plan may be terminated either:

- I. Following three months notice being given by one Council to the other that it intends to withdraw its adopting bylaw; or*
- II. Upon the mutual agreement of the two Councils to withdraw their adopting bylaws.*

7 INTERPRETATION

Agreement – means written notification from a municipality indicating support for a statutory plan, concept plan or land use bylaw that has been referred to it for comment.

Approving Authority – is the agency, board, group or other designated individual or authority which has been charged with review and approval of plans and applications for development and/or subdivisions or with the interpretation and application of this Plan.

Area Structure Plan – means a plan adopted by Council as an Area Structure Plan Bylaw pursuant to the Municipal Government Act, that provides a framework for future subdivisions and development of an area.

Farming – refers to the production of agricultural goods through the growing of plants and the raising of domesticated animals.

Goal – means an idealized end towards which planned action is directed, and which provides an indication of what is to be achieved.

Highway – is a main road or thoroughfare intended to provide for high speed travel between towns and which is under the jurisdiction of the Province of Alberta.

Intermunicipal Development Plan – means a plan adopted by two or more municipal councils.

Intensive Horticulture – means a system characterized by the high inputs of capital, labour, or heavy usage of technologies such as pesticides and chemical fertilizers relative to land area for the commercial production of plants (fruits, vegetables, grains).

Intensive Livestock Farming – means a system of farming to maintain a high stocking rate of livestock with the aim to produce the maximum output from the land available.

Land Use Bylaw – means the bylaw that divides the municipality into land use districts and establishes procedures for processing and deciding upon development applications. It sets out rules that affect how each parcel of land in the municipality can be used and developed and includes a zoning map.

Multi-lot Country Residential Subdivision – means more than four (4) country residential lots within an original quarter section.

Municipal Development Plan – means a plan adopted by Council as a municipal development plan pursuant to the Municipal Government Act.

Municipal Infrastructure – means all physical improvements that are required to provide roads, boulevards and walkways, sanitary sewers, storm sewers, water services, and parks.

Municipal Reserve – means land provided as part of a subdivision by the developer, without compensation, for park and school purposes in accordance with the provisions of the Municipal Government Act.

Significant Natural Area -means an area of unique scenic, historic, geologic or ecological value and of sufficient size and character so as to allow its maintenance in a natural condition by the operation of physical and biological processes, usually without direct human intervention.

Objective – means broad statements that are used as the basis for policies.

Open Space –means passive and structured leisure and recreation areas that enhance the aesthetic quality and conserve the environment of the community. Urban and rural open space includes parks, recreation and tourism nodes, as well as natural areas.

Policy – means a statement identifying a specific course of action for achieving objectives.

Reverse Sensitivity - describes the effect that existing land uses may have on proposed development occurring in an area. It usually results from the people involved in an activity that is newly established, complaining about the effects of existing activities in an area. The term applies to situations where incompatible land uses are sited next to each other, resulting in conflict between property users.

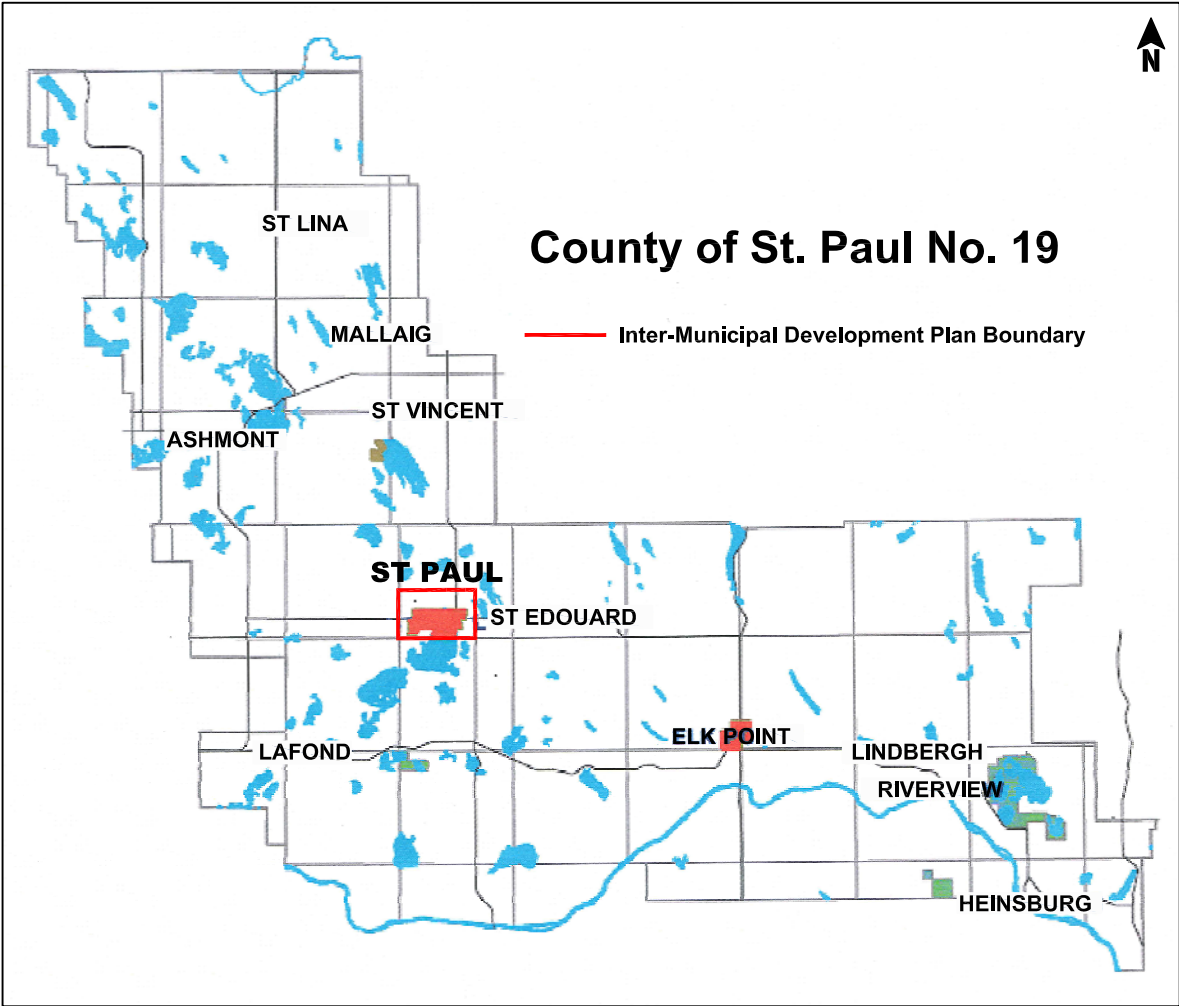
Shall –is a term used to state something that must occur.

Should –is a term used to state something that ought to occur.

Statutory Document – is a document adopted by municipal bylaw under the authority of The Municipal Government Act.

Transportation Network – means the system of transportation uses (i.e. public transit, rail, air, pedestrian, etc.) that are interconnected.

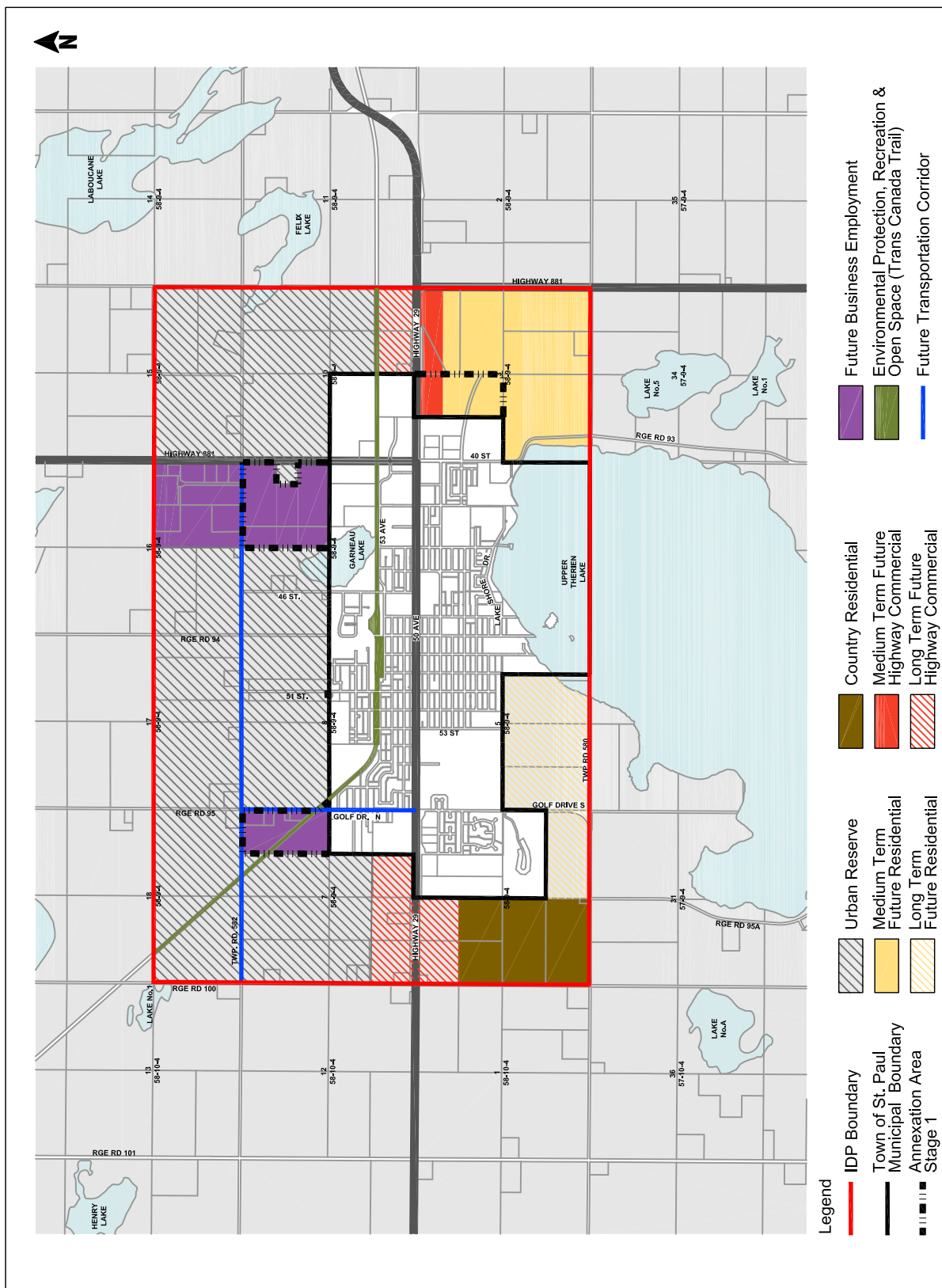
Appendix 1 – Location Plan



Appendix 2 – Intermunicipal Development Plan

Appendix 2 for 7.18: Bylaw No. 1563 - IDP Attachment

TOWN OF ST. PAUL AND COUNTY OF ST. PAUL No.19 INTER-MUNICIPAL DEVELOPMENT PLAN



Appendix 2 - Town of St. Paul & County of St. Paul No.19 Inter-Municipal Development Plan



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

Issue Summary Report

7.19 WRITE OFF OUTSTANDING ACCOUNTS RECEIVABLE

#20110121030

Meeting : Regular Council Meeting

Meeting Date : 2011/01/11 10:00

Background

Residents/Customers are billed for services received from the County through our Accounts Receivable process. A Customer will receive a letter if an Invoice remains unpaid for 60 days. This letter indicates that this is final notice and that further non-payment will result in a suspension of services to that customer. If the invoice is still unpaid following 90 days, a letter indicating that services will be suspended is issued to the customer.

Unpaid invoices at 180 days are sent to a collection agency. The collection agency will collect what they can for a fee of 35% of the invoice amount. Unfortunately not all invoices can be collected. Attached you will find a list of uncollected invoices that we are asking Council to allow Administration to write-off.

The written off amounts will be expenses in the 2010 fiscal year. The amount of the expense equals \$3,953.28.

Recommendation

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

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

7.20 2010 STRATEGIC PLAN - FINAL COPY

#20110121031

Meeting : Regular Council Meeting

Meeting Date : 2011/01/11 10:00

Background

The final update to the 2010 Strategic Plan will be presented to Council at the meeting.

Recommendation

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

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

7.21 2011 STRATEGIC PLAN

#20110121032

Meeting : Regular Council Meeting

Meeting Date : 2011/01/11 10:00

Background

The 2011 Strategic Plan, as updated after the Planning Meeting on December 6 & 7 is being presented for Council approval. Following approval of this plan, Administration can proceed with the 2011 budget process.

Recommendation

Motion to approve the 2011 strategic plan.

Additional Information

Originated By : Sheila Kitz

Reference :

County of St. Paul Strategic Business Plan – 2011

Sustainable Priorities

The County of St. Paul believes that to be a sustainable community we must:

- Preserve the rural character of the County through the conservation of the quantity and quality of the agricultural land, maintaining the beauty and accessibility of the lakes, and good partnerships with urban neighbors
- Encourage environmentally sound and sensitive development of recreation, residential, lake-oriented residential and the overall County
- Allow development in such a manner as to limit the removal of higher capability agricultural land, not put undue pressure on the natural environment or the provision of services, not cause unacceptable adverse effects on the agricultural economy and community
- Utilize natural resources to promote economic diversification which is compatible with the rural environment and environmentally sound, so that all residents may enjoy optimum working and living standards
- Continue to support and promote sustainable and enhanced agricultural research, activities and practices to achieve the rational diversification and intensification of agricultural activities and a profitable and sustainable future for producers
- Seek inter-municipal plans and cooperative service agreements such that they continue to support better relationships among rural and urban residents, better services and efficiency of services
- Encourage the development and expansion of institutional facilities to meet the educational, social, religious and cultural needs of residents
- Ensure the provision of essential services such as emergency services, health services, education and gathering places for social and religious activities, to support the renewal and enhancement of vital components of rural lifestyle and quality of life
- Support the continued, orderly growth of the incorporated urban centers so they can continue to provide a range of commercial, industrial, residential and institutional services to the wider community
- Minimize the negative impact on the land by encouraging good stewardship of the land
- Minimize conflicts between agricultural and non-agricultural land users

Goal 1 – Governance

Goal 1. Council uses a “rural filter” in making all decisions and models transparent, participatory and inclusive leadership

Lead/Actions	Target/Date	Quarterly Report
1.1 Reeve/CAO – Ensure Co. of St. Paul perspective is communicated to North Saskatchewan River Basin Land Use Framework	Unknown at this point	Quarter 1, 2010– Councillor Ockerman’s name has been sent in to the Land Use Secretariat as an interested party to sit on the RAC for the North Saskatchewan River Basin, however no indication has been received regarding the appointment of this RAC.
1.2 Reeve/CAO – Move forward with Regional Water Commission	Jun 30 2010 Revised Date-Mar 2011	<p>Quarter 1, 2010 - A Regional Partnership Initiative Grant has been applied for (and approved) that will help fund the services of John Van Doesburg and his work to organize the Regional Water Commission for the County of St. Paul and the Town of Elk Point. Also a grant application has been submitted to Alberta Transportation under the Water for Life Program to fund the Regional Water Line from Ashmont to Lottie Lake as well as the plant upgrade required at Ashmont for this increase in capacity.</p> <p>Quarter 2, 2010 - The Regional Partnership Initiative Grant has been approved and work is commencing on the Commission documents. The June 15, 2010 meeting was cancelled due to the Town of St. Paul being unable to attend. Indications from Alberta Transportation is that no funding will be available in the current fiscal year, however there may be dollars to work on some engineering aspects. Need to reset the Target Date for this item to year-end.</p> <p>Quarter 3, 2010 – The Regional Water Committee is currently working on the Business Plan that will accompany our application to become a Commission. Draft document was discussed by the committee in September. Committee decided to hold a meeting in November for all Councillors from the three municipalities to have an update on the project – scheduled for November 4, 2010.</p>
1.3 Reeve/Sheila – Develop a vision	Jun 2010	Quarter 2 2010 - No work to date has been done regarding

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statement	Revised date -1 st quarter 2011	this item – need to amend target date to September 2010 Quarter 3 2010– No work to date has been done regarding this item – need to amend target date to December 2010
1.4 Council/Sheila – Work together with the Town of St. Paul and the doctors at Medical Clinic to determine course of action/funding for new Medical Clinic and budget for municipal contribution	March 2010 Revised Date – June 2011	Quarter 1 2010- The Medical Clinic Committee has worked to form the Community Health Care Development Corporation – including Elected Officials, Doctors, and Members at Large. This group has been reviewing proposals from developers for the construction of a new Professional Health Centre. Quarter 2 2010– a site for the new medical clinic has been chosen, the committee is working on the funding for the building. Quarter 3 2010– no new information or progress made in this quarter. Still waiting to hear from the Province regarding potential funding. <i>-meeting scheduled for December 21, 2010 with Infrastructure.</i>
1.5 Council/Sheila – Portage College Residence – consider support for and provide budget dollars	March 2010 2011 Budget-\$50,000 MSI Capital	Quarter 1 2010- Council has resolved to support Portage College Residence Project for a total of \$250,000 - \$50,000/year for 5 years commencing 2010. This amount is included in 2010 budget. Quarter 2 2010– Invoice has been received and payment to be made for the 2010 portion of the support. – Construction of the Residence has commenced. COMPLETE for 2010
1.6 Council – adopt Council policies regarding Role of Council, Role of Council Members, Council Committees, Policy Making, Delegation of Authority	Feb 2011	
1.7 Council/Administration – draft policies on: - Road Building - Dust Controls - Gravel Sales - Mulching policy - Approaches - upgrades	Mar 2011	

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<ul style="list-style-type: none"> - Signs/Pathways/Approaches in Subdivisions - Blocked Roadways 		
1.8 Council/Sheila – draft new bylaws: <ul style="list-style-type: none"> - Environmental Bylaw - with bylaw enforcement??? - Speed limits through subdivisions - amendment to Tax Penalty Bylaw - - 	Mar 2011	
1.9 Council/Sheila – Increase Citizen Engagement through----satisfaction survey, participation in strategic planning (facilitated workshop), annual report <ul style="list-style-type: none"> • Web Page Survey – monthly questions?? • Survey with Tax Notice • 2012 Strategic Planning • Annual Report 	Each month May 2011 Fall 2011 April 2011	
1.10 Council – ensure council members have the opportunity to take part in municipal education, training or development - EOEP	Ongoing	

Goal 2 – Administration

Goal 2: Excellence in services provided by Administration is premised on ensuring Council is well-informed, strengthening ties with community partners, building effective working relationships with government, promoting the rural character of St. Paul County and building corporate capacity.

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Actions/Lead	Target/Date	Quarterly Report
2.1 Sheila/Phyllis – Review bylaws ensure that in-force bylaws are put on website and organized in electronic directory	Sept 2011	Quarter 1 – Quarter 2 – Quarter 3 –
2.2 Tim/Phyllis – Implement alternative software that is better streamlined with existing software for creation of Council agendas, minutes, tracks action items, good calendar and can serve more groups – Call to Order software by Bellamy Software	2010 estimate \$14,000 Received revised quote for the program of \$19,000 + \$4,000 annual maintenance. Jan 2011	Quarter 1 2010 – Waiting to meet with Bellamy. Quarter 2 2010– Still waiting for coordination between Phyllis and Bellamy to view program Quarter 3 2010– No progress made. Tim has been in touch with the Regional School Board who also has interest in this program to have a joint information session with Bellamy – he is also going to discuss with the Town of St. Paul who is now running the Bellamy Program. Nov 24 – Defer to 1st quarter of 2011
2.3 Sheila - Research avenues to assist with increasing by-law enforcement, especially around lakes See – bylaws under governance???		
2.4 Building upgrades: Tim -Admin Bldg – Replace exterior doors, replace lighting in lower level – to T8's, staff office chairs, Council chairs Leo/Ken -Public Works Bldg – Security System to encompass access to property and within building, replace lights in service bays, replace XX number of overhead doors and come up with a replacement plan for all overhead doors, sprinkler system installation – per insurance company, wash bay	Annual Budget \$150,000 for building maintenance Commence May 2011 following budget	
2.5 Tim – review extended Health	Jan 2010	Quarter 1 2010- AUMA has been approached for proposals to

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Care/Benefit package	Revised date 1st quarter 2011	upgrade our benefit package, however they have not been able to provide the information we have requested – defer resolution of this item to the 2nd quarter. Quarter 2 2010– Still no response from AUMA – defer to 3rd quarter – implementation defer to 2011. Quarter 3 2010– Nothing new to report – unable to get information from AUMA regarding Benefit Package. – defer to 4th quarter <i>Still trying to get quote from AUMA, Tim to get quote from Alberta Blue Cross as well. Would defer any change to 2011.</i>
2.6 Tim/Sheila – Address Janitorial Services for both Administration and Public Works buildings	January 2011	
2.7 Sheila – ensure that County staff have opportunities for professional development – as determined by Council's budget – through performance appraisals.	Ongoing	
2.8 Sheila/Managers – establish standards for delivery of service – ie snow removal, gravelling, utilities, rural addressing signs etc	Jun 2011	
2.9 Sheila – maintain a working relationship with the Town of St. Paul, Town of Elk Point and Summer Village of Horseshoe Bay CAO's and other staff - CAO Meetings	Quarterly	
2.10 Sheila/Managers/Staff – explore the opportunities to participate in the Municipal Affairs Internship program for either Administration or Planning	Summer 2011	
2.11 Sheila/Admin Staff – develop procedure manual for Administrative Procedures.	Sept 2011	

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Tim – Payroll Phyllis – Cash Receipts Darlene – AP Darlene – Gravel Darlene – Tangible Capital Assets Crystal – Utilities Crystal – Development processes Betty – AR Linda/Carolyn – Taxes Paulette – Website Paulette – FOIP Requests Paulette – Records Retention Tammy/Jan – FCSS processes		
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Goal 3 – Assessment

Goal 3: Assessment meets “best practice” standards, ensuring fair taxation for residents and businesses.

Actions/Lead	Target/Date	Quarterly Report
3.1 Glenn - Complete farm polygons in GIS asap – This process started in 2010 and will be complete by spring of 2011	Budget 2011 \$33,000	Quarter 1 2010 - Have negotiated that Accurate Assessment will commence work on the Farm Polygons in 2010 and bill the County over a three year period for the work. \$33,000/ year. Quarter 2 2010- The Statement of Work for this project has been signed and the project has commenced. Quarter 3 2010– The project is 13% complete at the end of September. <i>Project is in progress – will be complete before spring 2011 – payment to be in 2011, 2012.</i>
3.2 Glenn/Linda – revise Tax/Assessment notices as per Municipal Affairs for the 2011 Tax Season	January 2011	

Goal 4 – Economic Development

Goal 4. Economic development that is environmentally sound, focuses on sustaining agriculture, enhancing rural-based oil and gas utilization or is compatible with rural lifestyle, is encouraged

Actions/Lead	Target/Date	Quarterly Report
4.1 Sheila - Research avenues for undertaking active economic development and present plan to Council		
Identify Economic Development activities.	March 2011	Quarter 1 – Quarter 2 – Quarter 3 2010– Have met with the Regional Economic Development Officers with HUB several times – the County will be hosting a workshop in October to provide input on the mechanics of the Regional Economic Development Engagement Framework. Defer outcome to Dec 2010 and 2011 Strategic Plan.
Plan for further Economic Development	September 2011	

Goal 5 – Fire/Disaster Services

Goal 5: Fire and Disaster services increase safety for residents and respond to rural living as effectively as possible

Actions/Lead	Target/Date	Quarterly Report
5.1 Dennis/Bryan – Develop a plan for emergency generators	County Cost \$30-40,000	Quarter 1 2010 – Not done yet. Quarter 2 2010– Talked to SPERD about wiring schools in Ashmont and Mallaig. Ok to do so. Will look at a need for 1 or 2 generators. Quarter 3 2010– No new development – Review in the 4th quarter. <i>Defer to 2011 strategic plan</i>
CIP/CFEP applications for generator/wiring of buildings through Ashmont Fire Department		
5.2 Terry – Budget for purchase new Rescue Truck for St. Paul. Total cost = \$330,000	\$75,000-\$100,000 County portion	Quarter 1 2010– Council has resolved to support the Rescue Truck for St. Paul in the amount of \$75,000 to be funded from MSI Capital.

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Split Town/County/JEPP/CIP Grant/Lakeland Safety Service	Defer MSI grant to 2011 as County pmt will not be required till 2011	<p>Quarter 2 2010- Funds in place at end of quarter = County \$75,000 Town \$75,000 – CIP Lakeland Safety \$75,000 – JEPP \$40,000 – Lakeland Safety \$18,000. Spec. has been sent out to 4 possible builders for RFP. Closing July 6th. (Extension may be granted to July 16th) Quarter 3 2010– Council has approved additional expenditure for the Rescue Truck based on the quotes received and the shortfall that will be shared by the Town of St. Paul and the County. Additional expenditure approved is \$16,000 – total County contribution will equal \$91,000. <i>-truck has been ordered, however will not have any expenses in 2010 – will defer payments to 2011 – budget MSI monies to be set up as deferred revenue.</i></p>
<p>5.3 Terry - Develop a plan for firefighting water supply</p> <p>Consideration for Tank Loading facilities – to be coordinated with ASB requirements.</p>	<p>3rd quarter 2010 Defer to 2011</p>	<p><i>Terry has been working on this project, but does not have complete – he has identified issues for tank filling in some areas that the County may need to address in 2011 budget.</i></p>
<p>5.4 Sheila - Make GIS system available for emergency services as soon as rural addressing program is finished</p> <p>(delayed this to 2011 due to decision to change 911 Dispatch – transition to take place January 15, 2011 – should be able to provide to emergency services in January)</p>	<p>Feb 2010 Revised Date Jan 2011</p>	<p>Quarter 1 2010- Rural addressing program is still incomplete at this time. Awaiting some final signs to be delivered and installed. Expect completion of sign installation in Quarter 2 – will access to emergency services once the 911 update has been completed. Quarter 2 2010- Rural addressing numbers have been incorporated into the GIS system. Numbers should be uploaded to the 911 system by the end of July 2010. Final signs are being installed. Quarter 3 2010– Final signs have been ordered and will be installed by mid-October – this includes halls, cemeteries, and churches as per Council resolution. County staff has been working to assist Telus with matching Rural Addresses to land phone lines. This will be sent to Telus by October 8, 2010. Telus will require 2 weeks to format in their system. 911/Address information will be sent to Bonnyville 911</p>

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		Dispatch to be ready for our implementation with them. This information will not be sent to Strathcona 911 as we will be terminating our agreement with them. <i>Staff has finished going through the list matching addresses to phone lines and Telus has received the corrected version.</i>
5.5 Terry/Dennis – Transition to the 911 dispatch services from the MD of Bonnyville.	January 15, 2011 \$3.30/capita budget	Quarter 1 2010- \$37,000 has been identified in the 2010 capital budget for upgraded 911 communications. The study has been completed and in a nutshell cost may be as high as \$60,000 for four Fire departments. Still working on what the ongoing costs will amount to (SuperNet charges) (March 17, 2010) TS Quarter 2 2010- No change at this time. Uncertainty of provincial EMS dispatching centers has muddled the waters. Quarter 3 2010– Delegations from the County of St. Paul, Town of St. Paul and Town of Elk Point went to the MD of Bonnyville 911 Dispatch to have a presentation on what they could offer the Region for 911 Dispatch Services. Based on that meeting and requirements for equipment upgrade if we stayed with Strathcona 911, Council decided to give notice to Strathcona and enter into an agreement with Bonnyville 911 in 2011. Agreement has been signed with a tentative change over date of January 27, 2011.
5.6 Sheila – Explore implementing a Regional Emergency Management Agency	Mar 2010 <i>Revise date Dec 2011</i>	Quarter 1 2010 - no action taken on this item – deferred to 2 nd Quarter. Quarter 2 2010- no action taken on this item – the province is setting new standards for Regional Agencies – will ensure any action by County will meet the new requirements. Quarter 3 2010– no action on this item – currently AEMA does not have a district officer for this region, making it difficult to coordinate the different stakeholders. Defer to 2011 Strategic Plan.
5.7 Dennis/Terry – Develop a capital plan for fire services New Fire Hall – Ashmont	Expected budget required \$700,000	

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New Fire Hall – Mallaig Rescue Boat – Ashmont?? Breathing Compressor – St. Paul – fund 50%	\$700,000 Commence plans in 2011 to evaluate site and study infrastructure 2011 budget \$30,000 \$7,500 – 2011?? \$9,000 (cost \$18,000)	
5.9 Sheila/Dennis – Review and update Fire Services Agreement with Town of St. Paul	Mar 2011	
5.10 Dennis/Terry/Bryan – Mock Disaster – test of Emergency Response Plan	Oct 2011	
5.11 Alberta Emergency Management Agency – Council orientation regarding Emergency Management	Jan/Feb 2011	
5.12 Sheila/Dennis/Terry – Negotiate Fire Services Agreement with Summer Village of Horseshoe Bay – change from current Mutual Aide Agreement	Mar 2011	

Goal 6 – Public Works/Transportation

Goal 6: Services provided by Public Works minimize negative impact on agricultural land and, in a safe and cost-effective manner, enhance quality of life for residents.		
Actions/Lead	Target/Date	Quarterly Report
6.1 Sheila – Review Blackberry phones – coverage area	Jan 2011	Quarter 1 2010 – No action taken on this item – defer to 2 nd Quarter Quarter 2 2010– List of staff who currently have county mike

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Bluetooth for all staff required to carry cell phone – due to new Provincial Legislation.	Jun 2011	cell phone/email has been made. Sheila to negotiate with Telus on switch to Blackberry – quarter 3. Quarter 3 2010– Switch to blackberry phones have been made. COMPLETE
6.3 Bryan – Update safety program with items identified in 2010 Safety Audit	Mar 2011	
6.4 Sheila GIS system – updated Ortho Photos – (2/3 of price due to other municipalities in area doing photos as well) GIS Support, AIMS install (Agricultural Infestation Management System), ePad integration, Cadastral updates (increase to monthly as quarterly not timely enough for Planning and Development and Taxation staff), start of AVL, Annual Maintenance	Oct 2011 \$50,000 Budget \$100,000	Quarter 1
6.5 Bryan – Identify needs and develop a plan to install defibrillators throughout the County – defibrillators for Administration and Public Works Buildings. Staff Orientation on defibrillator use	April 2011 January 2011	Quarter 1 -

Strategy 6.5 – Road system is maintained and upgraded on a regular basis to ensure safety and good quality roads		
Actions/Lead	Target/Date	Quarterly Report

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6.5a Leo - Construction schedule 2011 - 2013 (attached)		Quarter 1 –
6.5b Leo - Gravel schedule 2011(attached)		Quarter 1 -
6.5c Leo - Road oiling schedule 2011 - 2013 (attached)		Quarter 1 -
6.5d Leo - Bridge file schedule 2011 - 2013 (attached)		Quarter 1 -

Strategy 6.6 - Public works equipment is maintained and upgraded on a regular basis		
Actions/Lead	Target/Date	Quarterly Report
6.6a Leo - Develop a capital replacement plan for public works equipment (attached)	Jan 2011	Quarter 1 –
6.6b Leo - Equipment replacement schedule 2011-13 (attached)		
6.6c Leo - Capital equipment schedule 2011 (attached)		
6.6d Leo/Ken – Plan/Installation of Welcome signs – may need to allocate easement \$\$ where highway ROW is too narrow for Alberta Transportation to approve	Oct 2011 Budget \$5,000???	

Goal 7 - Utilities

Goal 7: Utility systems are maintained and upgraded on a regular basis to ensure effective and efficient delivery of services		
Actions/Lead for 200	Target/Date	Quarterly Report
7.1 Danny - Resolve water meter reading issues – 50% issues remaining	Dec 2011	Quarter 1 –
7.2 Sheila/Bryan - Upgrade Lottie Lake or Ashmont water plants - or construct water line from Ashmont to Lottie Lake	Oct 2011	Quarter 1 2010- Grant has been applied for from Alberta Transportation – no information received at this time. Quarter 2 2010- Same information as last quarter. Quarter 3 2010– Still waiting for response from Alberta

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		Transportation on Water for Life grant application for Regional line from Ashmont to Lottie Lake. <i>Project has been accepted and waiting for funding.</i>
7.3 Bryan/Danny – Research and develop a capital replacement plan for water distribution lines – Have engineering firm do an evaluation of the water/sewer lines in Ashmont and Lottie Lake – in order to provide a replacement plan	\$70-75,000	Quarter 1 -
7.4 Sheila – Develop a plan for Bayview Beach water distribution system	Sep 2011	<p>Quarter 2 2010– A preliminary quote was obtained from Associated Engineering regarding the cost of putting in water distribution line into the Bayview Beach subdivision. The Reeve, Councillor Sloan, S. Kitz, and B. Bepalko attended a public meeting at the subdivision at the end of June to provide lot owners with the projected costs on a per lot basis or frontage basis if the project were to proceed and funded by a Local Improvement Tax. No further action will be done unless there is contact from the lot owners indicating they are interested in proceeding based on the information provided.</p> <p>Quarter 3 2010 – Scope of project has changed to look at a water distribution line in a phased in approach. Phase one will look at provision of water service to 54 lots. Estimated costs have been reviewed by the Water Committee and the community leaders are reviewing options with the residents in the area.</p> <p><i>Community leaders are exploring other options for water line installation.</i></p>
7.5 Mallaig Raw Water Line installation – complete with new pumps for well Application under Water/Wastewater Program	Budget \$250,000 (75% covered by AT) Spring 2011	
7.6 Backup Generator for water plants	Getting budget	

	numbers	
7.7 Fire Hydrant upgrade for Mallaig for fire tanker water fill	Budget \$1,000 - 2011	
7.8 Mallaig Sewer Lift station upgrade	Budget \$65-70,000	

Goal 8 – Waste Management

Goal 8: Waste management enhances and encourages “best practices” in waste disposal		
Actions/Lead for 200	Target/Date	Quarterly Report
8.1 Dennis/Sheila – Recycling Program at St. Paul Transfer Station – meeting on Dec 13	Total expense \$115,000 – County share 13% \$14,950 Jan 2011	Quarter 1 –
8.2 Dennis – Construct containment areas for 2 community bins – in 2011 and 3 community bins in 2012	Oct 2011 \$30,000?	Quarter 1 -

Goal 9 – FCSS

Goal 9: FCSS services conserve and enhance the rural lifestyle of residents.

Actions/Lead	Target/Date	Quarterly Report
9.1 Tammy - complete social services portion of Emergency Preparedness Plan		<p>Quarter 1 2010-An attempt was made to meet with the current contact, North East Alberta District Field Officer, Bill Boswick. He is currently away and possibly will not be returning to work. We are currently waiting to get direction from this department as to who will be able to provide us with information that is relevant to our area so that the County of St. Paul FCSS department can proceed to get a clearer understanding of the responsibilities in regards to Disaster Social Services.</p> <p>Quarter 2 2010– Have completed a DSS - 72 hour are you prepared pamphlet and enclosed this with the 2010 tax</p>

		<p>notices as well as the County website.</p> <p>Quarter 3 2010- DSS, The North East District Field Officer position has not yet being filled as of yet due to the Provincial hiring freeze. However, the recruiting process is in process, the position will be an open completion in the near future.</p>
<p>9.2 Tammy – FCSS Events</p> <p>Farm Safety Camp</p> <p>Christmas Gala</p>	<p>Sept 2011?</p> <p>Dec 2011</p>	
<p>9.4 Sheila/Council – explore joint FCSS program with urban neighbours through application of Regional Collaboration grant??</p>	<p>Jun 2011</p>	

Goal 10 – Agriculture

Goal 10: Agricultural services are designed to assist the continuation and enhancement of agricultural activities.

Actions/Lead	Target/Date	Quarterly Report
<p>10.1 Jeremy/Dennis - Continue to support portion of ASB 5 year plan focused on agriculture viability (\$150,000+ grant per year)</p>	<p>Entering year 4 of 5</p>	<p>Quarter 1 – Money was applied for and accepted.</p> <p>Quarter 2 – Funding received.</p> <p>COMPLETE</p>
<p>10.2 Jeremy/Dennis – AESA Programming – refer residents to Provincial Extension person.</p>		

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Continue to support AESA environmental type programs – ie Grazing workshops, water well workshops		
10.3 Jeremy/Dennis - Continue to support agricultural research and development through LARA	\$40,000	Quarter 1 –
10.4 Jeremy/Dennis - Continue to support good stewardship of the land through ASB budget devoted to services		On going
10.5 Jeremy/Dennis - Continue to work with the Seed Cleaning Plant to support the services and value added opportunities available to the residents of the County of St. Paul	Ongoing	On going
10.6 Jeremy – Ensure population of ASB spraying/mowing/mulching data as it is done	Oct 2011	Quarter 1 -
10.7 Jeremy – Explore options for urban weed control with the Town of St. Paul and the Town of Elk Point – shared position – negotiate agreement with the Towns	Spring 2011	
10.8 Capital Equipment List – 2011 – 2013 attached		

Goal 11 – Planning & Development

Goal 11: Development is environmentally sound and sensitive		
Actions/Lead	Target/Date	Quarterly Report
11.2 Sheila - Update IDP with Town of St. Paul –	Begin Jan 2010	Quarter 1 2010 – Meetings regarding IDP amendment have taken place.

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<p>Joint Public Hearing with Town of St. Paul</p> <p>2nd & 3rd readings of Bylaw</p>	<p>Jan 2011</p> <p>March 2011</p>	<p>Quarter 2 2010- Proposed changes to the IDP have been sent to the Town of St. Paul and the Planner for consideration in the amendments.</p> <p>Quarter 3 2010– An information and public consultation meeting was held regarding the IDP September 7, 2010. The IDP Committee reviewed the concerns and information brought out at this meeting and have agreed on some changes to the document. Should be able to give 1st reading to an amended IDP document at the Oct Council Meeting.</p> <p><i>Waiting to hear back from Focus – if document is what was agreed to will bring to Dec 14 Council meeting for 1st reading.</i></p>
<p>11.3 Krystle/Crystal – Implement ePad GIS software</p>	<p>1st quarter 2011</p>	<p>Quarter 1 2010 - Development software has been identified in the budget.</p> <p>Quarter 2 2010- no action taken – waiting for the commencement of new staff prior to purchase and training. Defer to 3rd quarter.</p> <p>Quarter 3 2010– Planning and Development Staff will be attending a session regarding the ePad software at the end of September. Expect implementation of the program prior to December 31, 2010. <i>Program will be installed prior to yearend – training to take place in 2011.</i></p>
<p>11.7 Dennis/Krystle/PW - Establish Engineering Servicing Standards for municipality</p>	<p>\$50,000 – Jun 2011</p>	
<p>Dennis/Krystle – Complete update of Land Use Bylaw and Municipal Development Plan</p>	<p>\$25,000 – Commence 2011</p>	
<p>Krystle – Geomedia License and training – will assist her in processing subdivision application and reduce costs for residents</p>	<p>\$15,000 (use 2010 \$9,000 carryover to help fund this) (this is included in GIS budget above.</p>	
<p>Sheila/Dennis/Krystle – Commence IDP discussions with Town of Elk Point</p>	<p>Jan 2011</p>	

Strategy 11.8 – Develop Area Structure Plans for all lakes to ensure they are protected		
Actions/Lead	Target/Date	Quarterly Report
11.8a Sheila - Complete ASP for Lac Sante	March 2010-Lac Sante	Quarter 1 2010– Public Hearing for Lac Sante ASP was held. Quarter 2 2010– Council is weighing the options for allowing further development. No decision made yet for Lac Sante. Garner Lake meetings held in June and scheduled for July. Anticipate that Public Meeting will be held in August 2010 at Garner Lake. Quarter 3 2010– Lac Sante ASP has received 3rd Reading. The Garner Lake ASP meeting was cancelled and has not yet been re-scheduled. <i>Garner Lake meeting scheduled for December 9, 2010.</i>
Garner Lake ASP Public Hearing Approval	Spring 2011 Summer 2011	
Commence ASP on other lake – maybe Floating Stone or Lower Therien (Crestview)?? (would like to defer to later in term as we would like to focus on LUB/MDP in 2011)	2012 or 2013	

Goal 12 - Recreation

Goal 12: Recreation opportunities are available to the public through the County of St. Paul or partnerships

Actions/Lead for 200	Target/Date	Quarterly Report
12.1 Ken/Danny - Expand Stoney Lake Campsite. To be done with County equipment & personnel	Commence 2010 Complete 2011	Quarter 1 – Quarter 2 2010– Surveyed and fenced. Quarter 3 2010– In the mapping stage. Equipment will work there when available. <i>Defer to 2011</i>
12.2 Ken/Danny - Upgrade equipment for maintaining campsites Mini Golf? Playground equip – Floating Stone – btwn Loop B & C	\$25,000 - 2012	Quarter 2
12.3 Sheila/Tim – Negotiate 3 year Recreation Agreement with the Town of St. Paul	Sept 2011	

Goal 13 – Library

Goal13: Public libraries conserve and enhance the rural lifestyle of residents by providing easy access to information, reading and educational materials

Actions/Lead	Target/Date	Quarterly Report
13:1 Council - Continue to support Northern Lights Library system	Budget for 2011 Request \$25,656 (\$4.33/capital 5925 pop)	Quarter 1 –
13:2 Council - Continue to support County Library Board	Budget \$30,000 for 2011	Quarter 1

2011 Road & Bridge Construction

Division 1

- Petersen Rd 4 miles W of 03,10,15,22, - 57 - 04 - W4 Rg Rd 43

Division 2

- 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 .5 mile	W of 04	- 56 - 06 - W4 Rg Rd 64

Division 3

- Poulin Rd 2 miles	W of 15,22	- 58 - 08 - W4 Rg Rd 83
- Robinson Rd 1.5 mile	W of 04	- 58 - 08 - W4 Rg Rd 81 ????
	W of 36	- 57 - 08 - W4 Rg Rd 81 ????
BF71475 - Herms Rd culvert repair	ISE 27	- 55 - 09 - W4Twp Rd 554

Division 4

- Hurtubise Rd 2 miles S of 25,26 - 58 - 10 - W4Twp Rd 584

Division 5

BF70667 - Flat Lake Rd .5 mile	S of 27	- 59 - 09 - W4Twp Rd 594
BF76289 - Abilene Rd .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

Division 6

?BF8131 - Beaver Rd 2.5 mile S of 29,31 - 62 - 10 - W4 Twp Rd 624

Total miles 18

2012 Road & Bridge Construction

Division 1

- Orr & Pinder 2 miles W of 23,26 - 57 - 06 - W4 Rg Rd 62
BF75789 - Laurier Lake 1 mile ISE of 34 - 56 - 04 - W4 Rg Rd 42
BF01013 - CCS Tender Repairs ISW of 26 - 56 - 05 - W4

Division 2

Permit - Denega Rd 2 miles S of 03,04 - 56 - 8 - W4 Twp Rd 560

Division 3

BF71794 - Dakin Rd 2 Miles W of 27,34 - 55 - 09 - W4 Rg Rd 93
BF77775 -

Division 4

- Tkachyk Rd 2 miles W of 17,20 - 58 - 10 - W4 Rg Rd 105

Division 5

?BF71154 - Beau Rivage 4 miles W of 29,32 - 59 - 9 - W4 Rg Rd 95
?BF6995

Division 6

- Garner Rd 3 miles S of 04,05 - 61 - 11 - W4 Twp Rd 610
S of 01 - 61 - 12 - W4 Twp Rd 610
BF77649 - St. Lina Tender Repairs SSE 28 - 61 - 10 - W4 Twp Rd 614

Total Miles 16

2013 Road & Bridge Construction

Division 1

- Riverview West 3 miles S of 27,28,29 - 56 - 05 - W4 Twp Rd 564

Division 2

- Heraid North 2 miles W of 2,11 - 56 - 8 - W4 Rg Rd 82

Division 3

- Herms Rd 2 miles S of 27,28 - 55 - 9 - W4 Twp Rd 554

Division 4

- Mcgonigal Rd 3 miles W of 18,19,30 - 57 - 10 - W4 Rg Rd 110
- Salzman Rd 1 mile W of 03 - 58 - 10 - W4 Rg Rd 103

Division 5

- Cheschire Rd 2 miles S of 14,15 - 59 - 11 - W4 Twp Rd 592
- Melnichuk Rd 1 miles S of 13 - 60 - 12 - W4 Twp Rd 602
- S of 18 - 60 - 11 - W4 Twp Rd 602

Division 6

- BF76928 - Oszust Rd 2 miles W of 15,22 - 62 - 11 - W4 Rg Rd 113
- BF08786 - Osga North .5 mile W of 16 - 62 - 10 - W4 Rg Rd 10

Total Miles

2011 Oiling & Dust Controls

Division 1 - Northern Valley Rd	- 2 miles	CNRL
- Petersen Rd	- 2 miles	CNRL
- Capjack South	- 3miles	CNRL
Division 2 - Northern Valley Rd	- 2 miles	Discuss pavement for 2012
- Lakewood Rd	- 6 miles	CNRL
- Ahern Rd east	- 2 miles	
- Ference Rd	- 2 miles	
- Habiak Rd	- 1 mile	CNRL
Division 3 - LacBellvue east Rd	- 1.5 miles	New Oil
- North Rg Rd 91	- 3 miles	New and Reclaim
- Woytiuk Rd	- 3 miles	Reclaim
- Roberge Rd	- 2.5 miles	Reclaim
Division 4 - French Quarters Rd	- 2 miles	New Oil
- Cork Hall West Rd	- 1 mile	Reclaim
- Ternovoy Rd	- .5 mile	Reclaim
Division 5 - HorseShoe Bay Rd	- 2 miles	Reclaim
- Flat Lake Rd	- 2 miles	Reclaim
- Rg Rd 95 Sunset Bay	- 4 miles	Discuss
Division 6 - Plateau Estate	- 2 miles	Reclaim
- St Lina East	- 2 miles	Reclaim
- St Lina South	- 1 mile	New Oil

2012 Oiling & Dust Controls

Division 1 - Pavement to CNRL plant - .5 mile

Division 2 - Pavement to Valley Store - 3.5 miles

Division 3 - Ron Plante South - 1 mile New Oil
 - Armistice Rd - 3 miles Reclaim

Division 4 -
 - Crestview Rd & devel - 3 miles
 - South St. Paul - 1.5 mile reclaim

Division 5 - Sunset Bay Rd - 1 mile Reclaim
 - Flat Lake Rd - 2 miles Rclaim

Division 6 - West Mallaig - 1 mile Reclaim
 - St. Lina East - 1 mile Reclaim

2013 Oiling & Dust Controls

Division 1

Division 2

Division 3 – St. Edouard
- Fontaine Rd

- 2 miles Reclaim
- 2 miles Reclaim

Division 4 – Lafond Rd
- Gerry's Carpet
- West of shop
- Shop Rd

- 2 miles Reclaim
- 1 mile
- 1 mile
- 2 miles

Division 5

Division 6

Appendix 2 for 7.21: Attachments for Strategic Plan

Gravel & Crusher 2011, 2012, 2013

2011

Richland Pit

Gibbs Pit

2012

Pityn Pit

Millar Pit

Ludlage Pit

2013

Stultz Pit

Moneta Pit

Note!

We gravel roads as per grader operators recommendations.

Mulcher & Brushing
2011, 2012, 2013

Policies or Procedures

Appendix 2 for 7.21: Attachments for Strategic Plan

2011 New Equipment & Capital Assets Estimates

- 14M grader	485,000	ASB	
- 14M grader	485,000	- Storage Shed	100,000
- 14M grader	485,000	- Land Roller 30'	27,000
- 14M grader	485,000	- Trailer	6,000
- D8R crawler	700,000	- Scale up-date	3,000
- Rubber tire hoe	175,000	- Spray Truck	<u>110,000</u>
- Bobcat & mulcher	85,000	Sub Total	\$246,000
- Forklift propane	20,000		
- Truck half ton	40,000	Parks,	
- Truck half ton	40,000	- LoaderTractor	18,000
- Truck one ton & blade	40,000	- Zero turn mower	<u>8,000</u>
- Speed Sign Monitor	30,000		
- Wash Bay	300,000		
Sub Total	\$3,340,000	Sub Total	\$26,000
Grand Total	\$3,642,000		

Equipment to Sell or Trade

- 140H grader 2006 Steve	7150 hrs Warranty Over Jan.27,2011	125,000
- 140H grader 2006 Hilbert	7200 hrs Jan.27,2011	125,000
- 16H grader 2005 Marcel	8000 hrs Sep.11,2010	400,000
- D8R crawler 2003	10,000 hrs Over in 2008	200,000
- 950 cat loader 1985	15,000 hrs	40,000
- Misc truck T-37, T-3, trailer		1,000
- Land Roller		15,000
- 6x6 gator		1,000
- Riding mowers (2)		3,000
- John Deere tractor		<u>4,000</u>
	Total	\$914,000
Difference	\$2,728,000	

2012 New Equipment & Capital Assets

- 14M grader	485,000
- 14M grader	485,000
- 14M grader	485,000
- D5 crawler	150,000
- 815 packer	350,000
- Rock truck	375,000
- Gravel Truck single	85,000
- Ashmont Fire Hall	700,000

ASB

- Mower & one pass sprayer	75,000
- Post pounder	14,000

Parks

- playground FS	25,000
- Mower	20,000
Total	\$3,249,000

Equipment to sell or trade

- 14H grader Gerald L.	2006 Jan.24, 2011	Hrs.7100	225,000
- 14H grader Remi	2006 Feb. 02, 2011	Hrs. 7000	225,000
- 14H grader Pierre	2006 Feb. 02, 2011	Hrs. 7100	225,000
- 815 packer	1982		75,000
- Volvo rock truck			50,000
- single axle truck			5,000
- post pounder			3,000
- mower			<u>5,000</u>
Total			\$813,000

Difference \$2,436,00

Appendix 2 for 7.21: Attachments for Strategic Plan

2013 New Equipment & Capital Assets

- 14M grader	485,000
- 14M grader	485,000
- 14M grader	485,000
- Plow truck	225,000
- D7R crawler	600,000
- Salt shed	400,000
- Mallaig fire Hall	700,000

ASB

- tractor	90,000
- mower	<u>25,000</u>

Total \$3,495,000

Equipment to sell or trade

- 14H grader Marlow 2007 June 21,2013 Hrs. 5400	225,000
- 14H grader Gerald K. 2007 May 11,2013 Hrs. 4400	225,000
- 14H grader Merle 2007 May 16,2013 Hrs. 6200	225,000
- D7R crawler 2006 Aug. 08,2012	225,000
- Plow truck	5,000
- Tractor	25,000
- ASB mower	<u>5,000</u>

Total \$935,000

Difference \$2,560,000

Subdivision Issues

1- Speed Limits

2- Pathways

3- Approaches

4- Blocked Roadways



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Issue Summary Report

7.22 2011 SALARY APPROVAL

#20110121033

Meeting : Regular Council Meeting

Meeting Date : 2011/01/11 10:00

Background

Further to the January 5th Salary Negotiations meeting, we require a motion from Council to approve the Salary Grids effective January 1, 2011.

Recommendation

Motion that Council approve the Salary grids as discussed at the Salary Negotiations Meeting, which include grid adjustments based on the AAMD&C Salary Survey as well as a 1.5% cost of living adjustment.

Motion to approve a \$5,00 increase plus a 1.5% cost of living adjustment for the CAO.

Additional Information

Originated By : Sheila Kitz

Reference :



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Issue Summary Report

7.23 ADMINISTRATION OFFICE - HOURS OF OPERATION

#20110121034

Meeting : Regular Council Meeting

Meeting Date : 2011/01/11 10:00

Background

The Province's Working Alone legislation requires employers to ensure that any worker working alone is safe at all times. Employers must review situations where employees are required to work alone and provide strategies to ensure that it is a safe place.

Currently the Administration Office remains open during the lunch hour with one staff member in the building. On December 23, 2010 an unhappy resident came into the building at 12:30 p.m. and intimidated one of the staff. While we have recently upgraded the security system for the building, it seems inadequate as a measure to keep staff safe in the event that someone enters the building with intent to cause harm. The incident on December 23 did not result in any harm to our staff; however the staff member was very upset by the encounter.

Administration would like Council to consider closing the office during the lunch hour except for the months of Mid May to Mid July to accommodate the tax payments. During this time, there is a summer student hired that is scheduled to have lunch break from 1:00 – 2:00 p.m. A schedule for lunch rotation would resume in order allowing residents to make tax payments. This would ensure that two staff members would be here at all times.

If we make this change, it will not be done until we provide notice with an effective date in the local newspapers and on our website.

During the month of February, 2010 we kept track of customers and incoming phone calls during the noon hour. There were 14 customers and 17 phone calls. We also surveyed the municipalities in our zone. Of the 12 municipalities, 5 are open during the lunch hour. A copy of the survey results is attached.

Recommendation

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.

Additional Information

Originated By : Sheila Kitz

Reference :

Open During Lunch Hour??

Municipality	Yes	No	Comments
Lac La Biche County	X		
Flagstaff County		X	
Smoky Lake	X		
Bonnyville	X		Just started, have 2 people at all times
Wainwright		X	
Provost		X	
Lamont	X		Always more than one staff member
Camrose		X	
Minburn		X	
Beaver County		X	
Vermilion River	X		1/2 staff in first 1/2 hour; 1/2 staff in second 1/2 hour
Two Hills		X	

April, 2010



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Issue Summary Report

7.24 3500 PLOW TRUCK, EXTENDED CAB 4 X 4

#20110121035

Meeting : Regular Council Meeting

Meeting Date : 2011/01/11 10:00

Background

As per the discussions at the Public Works Meeting on January 5, 2011, we have received the following quotes for the purchase of a 3500 Automatic Plow Truck Gas Extended Cab 4 x 4:

Smyl Motors – Chev - \$37,303.00

Zarowny Motors – Ford - \$33,669.00

St. Paul Dodge -N/A

6 to 8 weeks delivery

Recommendation

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.

Additional Information

Originated By : Leo deMoissac

Reference : Jan. 5, 2011 Public Works Meeting



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Issue Summary Report

7.25 SNOW PLOWS FOR ONE-TON TRUCKS

#20110121036

Meeting : Regular Council Meeting

Meeting Date : 2011/01/11 10:00

Background

Further to the January 5 Public Works Meeting, we have requested a quote from Fort Garry Industries for 2 snow plows to be mounted on one-ton trucks.

Prices will be presented at the Council Meeting.

Recommendation

As per Council's wishes.

Additional Information

Originated By : Leo deMoissac

Reference : January 5, 2011 Public Works Meeting



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Issue Summary Report

7.26 GRADER PURCHASE

#20110121037

Meeting : Regular Council Meeting

Meeting Date : 2011/01/11 10:00

Background

As per the December 6 & 7, 2010 Planning Meetings, we have requested quotes from Finning for 4 -14m Cat graders and from Strongco for 4 - G990 Volvo graders.

Prices will be presented at Tuesday's Council Meeting.

Recommendation

As per Council's wishes.

Additional Information

Originated By : Leo deMoissac

Reference : December 6 & 7, 2011 Planning Meetings



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Issue Summary Report

7.27 D8T CRAWLER

#20110121038

Meeting : Regular Council Meeting

Meeting Date : 2011/01/11 10:00

Background

As per direction from Council at the January 5, 2011 Public Works Meeting, I have requested quotes for the purchase of a new D8T Crawler, but I will not receive the quote until the beginning of next week.

The prices will be presented to Council at the meeting.

Recommendation

As per Council's wishes.

Additional Information

Originated By : Leo deMoissac

Reference : January 5, 2011 Public Works Meeting



Issue Summary Report

7.28 2011 ROAD CONSTRUCTION

#20110121040

Meeting : Regular Council Meeting

Meeting Date : 2011/01/11 10:00

Background

The road construction list as discussed at the January 5, 2011 Public Works Meeting is attached.

Approve the present list to begin purchase of easements. Changes may occur, but will be brought back to Council.

Recommendation

Approve the following road and bridge construction for the 2011 construction season:

DIVISION 1

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

DIVISION 2

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

DIVISION 3

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

DIVISION 4

Hurtubise Rd	2 miles	S of 25,26 - 58 - 10 - W4, Twp Rd 584
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DIVISION 5

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-Melnychuk Rd	1 mile	S of 13 - 60 – 12 – W4, Twp Rd 602

DIVISION 6

?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

Total miles 18

Additional Information

Originated By : Leo deMoissac

Reference : January 5, 2011 Public Works Meeting



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Issue Summary Report

7.29 RATES FOR GRAVEL SALES TO COUNTY RATEPAYERS

#20110121039

Meeting : Regular Council Meeting

Meeting Date : 2011/01/11 10:00

Background

The current price of gravel is:

\$5.50 per yard plus truck haul of \$4.10 = \$9.60 plus GST

The proposed new price as discussed at the January 5 Public Works Meeting is:

\$8.00 per yard plus truck haul of \$5.00 = \$13.00 plus GST

Recommendation

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.

Additional Information

Originated By : Leo deMoissac

Reference : January 5, 2011 Public Works Meeting



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Issue Summary Report

7.30 RESOURCE ROAD APPLICATION

#20110121041

Meeting : Regular Council Meeting

Meeting Date : 2011/01/11 10:00

Background

Resource Road Application for 2012 -

- - Northern Valley – 4.5 miles of pavement, Twp Rd 560 & Rg Rd 63 & 64
- - CNRL Plant off Murphy Road – ½ mile, Twp Rd 572

Start the engineering process and send the application before the end of 2011 to start the project in 2012.

Recommendation

Motion to approve the following projects under the 2011 Resource Road Application for the 2012 construction season:

Northern Valley Road - 4.5 miles of pavement

- Twp Rd 560 and Rg Rds 63 & 64

CNRL Plant off Murphy Road - 0.5 mile, Twp Rd 572

Additional Information

Originated By : Leo deMoissac

Reference : December 6 & 7, 2010 Planning Meeting



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Issue Summary Report

7.31 IN CAMERA ITEMS

#20110121042

Meeting : Regular Council Meeting

Meeting Date : 2011/01/11 10:00

Background

In Camera Item to be presented at the meeting.

Recommendation

Motion that Council go in camera at <currenttime> to discuss land and labour issues.

Motion that Council return to an open meeting at <currenttime>.

Additional Information

Originated By : Sheila Kitz



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Issue Summary Report

7.32 ELK POINT FIRE HALL

#20110125001

Meeting : Regular Council Meeting

Meeting Date : 2011/01/11 10:00

Background

To be presented at meeting.

Recommendation

As per Council's wishes.

Additional Information

Originated By : Sheila Kitz

Reference :



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Issue Summary Report

7.33 ST. PAUL JUNIOR CURLING ASSOCIATION

#20110125002

Meeting : Regular Council Meeting

Meeting Date : 2011/01/11 10:00

Background

The past couple of years Council approved a \$300 donation for this group.

Recommendation

Motion to approve \$300 donation.

Additional Information

Originated By : Sheila Kitz

Reference :



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Issue Summary Report

7.34 EMERGENCY PUBLIC WARNING SYSTEM WORKSHOP

#20110125003

Meeting : Regular Council Meeting

Meeting Date : 2011/01/11 10:00

Additional Information

Originated By : Tim Mahdiuk



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Issue Summary Report

7.35 SEWAGE DISPOSAL CONTRACT

#20110125004

Meeting : Regular Council Meeting

Meeting Date : 2011/01/11 10:00

Additional Information

Originated By : Sheila Kitz

Reference :



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Issue Summary Report

7.36 REQUEST FOR TEMPORARY POWER HOOKUP

#20110127001

Meeting : Regular Council Meeting

Meeting Date : 2011/01/11 10:00

Additional Information

Originated By : Sheila Kitz

Reference :



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Issue Summary Report

7.37 CONSTRUCTION EXPO CONFERENCE

#20110127002

Meeting : Regular Council Meeting

Meeting Date : 2011/01/11 10:00

Additional Information

Originated By : Sheila Kitz

Reference :

9 Reports

- 9.1 SAFETY COMMITTEE MEETING MINUTES
- 9.2 CAO REPORT
- 9.3 COUNCILLOR REPORTS



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Issue Summary Report

9.1 SAFETY COMMITTEE MEETING MINUTES

#20110121023

Meeting : Regular Council Meeting

Meeting Date : 2011/01/11 10:00

Additional Information

Originated By : Sheila Kitz

Reference :

**COUNTY OF ST. PAUL NO. 19
JOINT HEALTH AND SAFETY COMMITTEE MEETING
December 3, 2010**

Present: Bryan Bespalko, Danny Weinmeier, Steven Jeffery, Ken Warholik, DD Skawronski-Munro, Linda Meger, Lawrence Theroux, Leo Demoissac, Steve Upham, Dennis Bergheim

Absent: Sheila Kitz, Stewart Bintz, Jason Anderson, Claude Dubrule

1. CALL MEETING TO ORDER

The 7th Joint Health and Safety Committee meeting of the County of St. Paul No. 19 was called to order by Steven Jeffery, Co-Chairperson for the Employee Group at 3:10 p.m., Friday, December 3, 2010 at the Administration Office.

2. ADDITIONS AND ACCEPTANCE OF THE AGENDA

There were no additions to the Agenda. Steve Upham moved to adopt the agenda as presented. Leo Demoissac Seconded. All in favor.

3. MINUTES

Moved by Dennis Bergheim that the minutes of the November 5, 2010 meeting be approved as presented. Steve Upham seconded. All in favor

BUSINESS ARISING

RESCIND MOTION- EMPLOYER REPRESENTATIVE

It was moved by Dennis Bergheim that the motion made at the November 5, 2010 meeting to replace Leo Demoissac with Tim Mahdiuk be rescinded. Steven Jeffery seconded. All in favor.

EXTERNAL SAFETY AUDIT-ELEMENT 1: ORGANIZATIONAL COMMITMENT

- Bryan Bespalko reviewed the results within Element 1: Organizational Commitment. The following items were discussed:

- Policy and commitment on behalf of employers and employees is well represented.
- Communication between supervisors and workers must be more front line. Everyone must communicate what is expected when dealing with safety issues.
- Interviews with management went well, however, review should be held with all managers on the OH & S and how it applies to each department so work may be scheduled accordingly.
- Organizational commitment is well understood across the board.

A question was asked regarding who was considered managers and supervisors. It was decided that a copy of the organizational chart would be posted at the shop.

We will be reviewing in detail Element 2: Hazard Identification and Assessment at the next meeting.

SAFETY BARS FOR GRAVEL BOXES

- This issue is still ongoing and Bryan will be updating the group once it has been resolved.

CELL PHONES/BLE TOOTH/PERSONAL PHONES

- Sheila and Bryan are still working on this issue. They are checking into the blue tooth functions; however some of the mike phones will not be compatible so these phones may have to be eliminated. The group advised that they are still having issues with dropped calls with Telus on their phones.

AMHSA COURSES

- Bryan advised the group that the courses will be held at the administration office. He is looking at scheduling the courses so they can be completed during the winter season.

4. **ROUND TABLE DISCUSSIONS**

BRYAN BESPALCO

INCIDENT REPORTS

Bryan had no incidents to report. He updated the group that the employee with the hand injury was back at work on regular duty. The Workers Compensation

Appendix 1 for 9.1: December 3 Minutes

Board was quite happy with the way the claim was handled and that minimal loss time occurred.

Bryan also reported that Tina with AMHSA is a great asset in helping to manage claims.

LINDA MEGER

No issues to report

STEVEN JEFFERY

No issues to report as the road construction is complete

KEN WARHOLIK

No issues to report

STEVE UPHAM

No issues to report

DENNIS BERGHEIM

No issues to report

DD SKAWRONSKI-MUNRO

The only issue was that the shop gets filled with smoke when welding occurs especially when they are welding on large equipment.

LAWRENCE THEROUX

He also had a concern with the smoke in the shop when welding occurs.

LEO DEMOISSAC

Leo advised the group that the smoke issue in the welding shop will be discussed at the next strategic planning meeting.

Leo also felt that more people should be involved in Safety Training. He felt perhaps 1 safety officer and 2 other people sharing different roles could alleviate the issue of only having 1 person in charge of the safety program.

6. **DATE OF NEXT MEETING**

It was moved by Leo Demoissac and seconded by Dennis Bergheim that the Joint Health and Safety Committee Meetings be changed to the first Thursday of every month at 3:00 p.m. rather than the first Friday of every month.

The next meeting is scheduled for January 6th, 2011 @ 3:00 p.m.

7. **ADJOURNMENT**

Steven adjourned the meeting at 3:45 p.m.



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Issue Summary Report

9.2 CAO REPORT

#20110121024

Meeting : Regular Council Meeting

Meeting Date : 2011/01/11 10:00

Additional Information

Originated By : Sheila Kitz

Reference :



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Issue Summary Report

9.3 COUNCILLOR REPORTS

#20110121025

Meeting : Regular Council Meeting

Meeting Date : 2011/01/11 10:00

Additional Information

Originated By : Council

10 Upcoming Meetings

- 10.1 JANUARY 13TH - ASB MEETING
- 10.2 ASB PROVINCIAL CONFERENCE
- 10.3 JANUARY 25 - PUBLIC WORKS



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Issue Summary Report

10.1 JANUARY 13TH - ASB MEETING

#20110121026

Meeting : Regular Council Meeting

Meeting Date : 2011/01/11 10:00

Additional Information

Originated By : Dennis Bergheim

Reference :



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Issue Summary Report

10.2 ASB PROVINCIAL CONFERENCE

#20110121027

Meeting : Regular Council Meeting

Meeting Date : 2011/01/11 10:00

Additional Information

Originated By : Sheila Kitz

Reference :



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Issue Summary Report

10.3 JANUARY 25 - PUBLIC WORKS

#20110121028

Meeting : Regular Council Meeting

Meeting Date : 2011/01/11 10:00

Additional Information

Originated By : Leo deMoissac

Reference :

11 Financial

- 11.1 BUDGET TO ACTUAL
- 11.2 COUNCIL FEES
- 11.3 LISTING OF PAID INVOICES



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Issue Summary Report

11.1 BUDGET TO ACTUAL

#20110121043

Meeting : Regular Council Meeting

Meeting Date : 2011/01/11 10:00

Additional Information

Originated By : Sheila Kitz

Reference :



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Issue Summary Report

11.2 COUNCIL FEES

#20110121044

Meeting : Regular Council Meeting

Meeting Date : 2011/01/11 10:00

Additional Information

Originated By : Sheila Kitz

Reference :



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Issue Summary Report

11.3 LISTING OF PAID INVOICES

#20110121045

Meeting : Regular Council Meeting

Meeting Date : 2011/01/11 10:00

Additional Information

Originated By : Sheila Kitz

Reference :