



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

October 11, 2011

Tuesday, October 11, 2011

Start time 10:00 AM

AGENDA

1. **CALL TO ORDER**
2. **MINUTES**
 - 2.1 **COUNCIL MEETING - SEPTEMBER 13, 2011 (2011/09/13)**
3. **BANK RECONCILIATION**
4. **ADDITIONS TO AGENDA AND ACCEPTANCE OF AGENDA**
5. **BUSINESS ARISING FROM MINUTES**
6. **DELEGATION**
 - 6.1. **10:15 A.M. - ST. PAUL CHILD CARE SOCIETY**
 - 6.2. **10:30 A.M. - NORTHERN LIGHTS LIBRARY - BRIGITTE SAKALUK, ASSISTANT DIRECTOR**
 - 6.3. **11:00 A.M. - ST. PAUL ANIMAL SHELTER**
 - 6.4. **11:30 A.M. - JACKIE MILLER, BLUEBIRD BEACH ASSOCIATION**
7. **NEW BUSINESS**
 - 7.1. **ACCOUNTING/COMPUTER APPLICATIONS AND OFFICE ADMINISTRATION ADVISORY COMMITTEE**
 - 7.2. **RUSA EXECUTIVE MEETINGS**
 - 7.3. **ACCURATE ASSESSMENT GROUP USER CONFERENCE AND GEO MEDIA TRAINING**
 - 7.4. **ALBERTA ASSET MANAGEMENT WORKING GROUP**
 - 7.5. **EOEP - MUNICIPAL FINANCE**
 - 7.6. **6TH ANNUAL SYNERGY CONFERENCE - WORKING TOGETHER**
 - 7.7. **ALBERTA RECREATION & PARKS ASSOCIATION CONFERENCE**
 - 7.8. **PREPARING FOR YEAR-END AND AUDITS WORKSHOP**
 - 7.9. **SEMINAR - ATTRACTING FOREIGN DIRECT INVESTMENT TO EASTERN ALBERTA**
 - 7.10. **AAMD&C MUNICIPAL FALL CONVENTION**
 - 7.11. **2011 MUNICIPAL HEALTH & SAFETY/UTILITY CONFERENCE**
 - 7.12. **2011 BELLAMY PARTNERSHIP FORUM**

- 7.13. **CHAMPIONS FOR CHANGE 2ND ANNUAL HARVEST BALL**
- 7.14. **REQUEST FOR FUNDING FOR MS WALK**
- 7.15. **STREET LIGHT REQUEST**
- 7.16. **TERMS OF REFERENCE- ELK POINT/ST. PAUL REGIONAL WATER COMMISSION**
- 7.17. **ENGINEER FOR REGIONAL WATER LINE**
- 7.18. **2011 STRATEGIC PLAN UPDATE - 3RD QUARTER**
- 7.19. **REQUEST FROM TOWN OF ST. PAUL FOR ADDITIONAL FUNDING FOR 40TH STREET PAVING**
- 7.20. **REQUEST TO LEASE W 1/2 24-58-7-W4**
- 7.21. **2011 ROAD CONSTRUCTION EASEMENTS**
- 7.22. **LAC SANTE FAMILY RECREATION SOCIETY - REQUEST FOR SIGNAGE**
- 7.23. **ALLOCATION OF RECREATIONAL FACILITIES GRANTS FOR COMMUNITY HALLS**
- 7.24. **COUNTY OWNED LOTS IN MALLAIG SUBDIVISION**
- 7.25. **URBAN SYSTEMS - ENGINEERING STANDARDS**
- 7.26. **NORTHERN LIGHTS LIBRARY BOARD BUDGET INCREASE**
- 7.27. **COUNTY OF ST. PAUL 50TH ANNIVERSARY**
- 7.28. **IN CAMERA**
- 7.29. **NORTH CENTRAL ALBERTA CHILD AND FAMILY SERVICES PLANNING CONSULTATION**
- 7.30. **ASHMONT/LOTTIE LAKE WATER DIVERSION LICENSE**
- 7.31. **ELECTED OFFICIAL EDUCATION PROGRAM - INFRASTRUCTURE SEMINAR**
- 7.32. **REQUEST FOR PROPOSAL - BANKING SERVICE**
- 7.33. -
- 7.34. -
- 7.35. -
- 7.36. -
- 7.37. -

8. CORRESPONDENCE

- 8.1. **THANK YOU**
 - 8.1.1. **THANK YOU LETTERS**

9. REPORTS

- 9.1. **CAO REPORT**
- 9.2. -
- 9.3. -
- 9.4. -
- 9.5. -

10. UPCOMING MEETINGS

- 10.1. **OCTOBER 13@ 1:00 P.M. - COUNCIL VISIONING WATER POLICY**

10.2. **OCTOBER 25 @ 10:00 A.M. - PUBLIC WORKS**

10.3. **OCTOBER 25 @ 1:00 P.M. - ORGANIZATIONAL MEETING**

10.4. **NOVEMBER 4 ASB REGIONAL CONFERENCE - LAC BELLEVUE**

11. **FINANCIAL**

11.1. **COUNCIL FEES**

11.2. **LISTING OF ACCOUNTS PAYABLE**

11.3. **BUDGET TO ACTUAL**

12. **ADJOURNMENT**

2 Minutes

2.1 COUNCIL MEETING - SEPTEMBER 13, 2011
(2011/09/13)



Council Meeting - September 13, 2011

Start time : 9:00 AM

MINUTES

CALL TO ORDER

The 597th meeting of the Council of the County of St. Paul No. 19 was called to order by Reeve Steve Upham at 9:06 a.m., Tuesday, September 13, 2011 at the County Office in St. Paul, there being present the following:

Reeve Steve Upham	
Councillor Dwight Dach	Division 2
Councillor Cliff Martin	Division 3
Councillor Maxine Fodness	Division 4
Councillor Alphonse Corbiere	Division 6
Sheila Kitz	CAO
Tim Mahdiuk	Assistant CAO
Phyllis Corbiere	Executive Assistant
Leo deMoissac	Public Works Superintendent
Janice Huser	St. Paul Journal

MINUTES

Resolution #CM20110913.1001

Moved By: Councillor Alphonse Corbiere

Motion to approve minutes of the August 9, 2011 Council meeting as presented.

CARRIED

Resolution #CM20110913.1002

Moved By: Councillor Cliff Martin

Motion to approve the minutes of the July 8, 2011 Special Council Meeting as presented.

CARRIED

BANK RECONCILIATION

Resolution #CM20110913.1003

Moved By: Councillor Alphonse Corbiere

Motion to adopt the Bank Reconciliation for the month of July, 2011.

CARRIED

ADDITIONS TO AGENDA AND ACCEPTANCE OF AGENDA

The following additions/deletions were made to the agenda:

- 7.23 CRISP Group Meeting
- 7.24 Rural Crime Watch
- 7.25 Library Funds
- 7.26 Senior Housing - Elk Point Health Committee
- 7.27 Water Concerns
- 7.28 Town of St. Paul Annexation
- 7.29 Dates for Public Consultation Meetings for 2012 Strategic Plan

9. Reports

- 9.3 Fire Committee - M. Fodness

- 9.4 Safer Communities Task Force - M. Fodness
- 9.5 Library - D. Dach
- 9.6 Rural Crime Watch - D. Dach
- 9.7 Senior Housing - D. Dach
- 9.8 Wellness Centre - S. Upham
- 9.9 Evergreen - G. Ockerman

Councillor F. Sloan entered the meeting at 9:12 a.m.

Resolution #CM20110913.1004

Moved By: Councillor Cliff Martin

Motion to adopt the agenda for the Regular Meeting of Council on September 13, 2011 with the above noted additions.

CARRIED

9:15 A.M. - URBAN SYSTEMS

Councillor G. Ockerman entered the meeting at 9:17 a.m.

Mike Trickey and Golnaz Azimi with Urban Systems were admitted to the Council Room at 9:15 a.m.

Mike gave a presentation on the Infrastructure Asset Management Investment Plan (AMIP) for the County of St. Paul.

Golnaz discussed water policies with Council.

Following their presentations, the delegation left the Council Room at 10:00 a.m.

Reeve Upham recessed the meeting at 10:00 a.m. and reconvened the meeting at 10:12 a.m. with all members present.

ADDITIONS TO AGENDA AND ACCEPTANCE OF AGENDA

Resolution #CM20110913.1005

Moved By: Councillor Glen Ockerman

Motion to approve the following addition to the agenda for the September 13, 2011 Council Meeting:

7.30 Funding for Elk Point Grandparents Day Walk

CARRIED

BYLAW NO. 1576 - GARNER LAKE AREA STRUCTURE PLAN

Resolution #CM20110913.1006

Moved By: Councillor Maxine Fodness

Motion to give second reading to Bylaw No. 1576, Garner Lake Area Structure Plan as per the amendments to the map following the Public Hearing.

CARRIED

Resolution #CM20110913.1007

Moved By: Councillor Cliff Martin

Motion to give third reading to Bylaw No. 1576.

CARRIED

WESTCOVE KENNELS - CONTRACT FOR BOARDING STRAY DOGS

Resolution #CM20110913.1008

Moved By: Councillor Alphonse Corbiere

Motion that administration contact the CAOs at the Town of St. Paul and Town of Elk Point to inquire if their dog catchers would be interested in working on contract for the County of St. Paul to pick up dogs on weekends.

CARRIED

Resolution #CM20110913.1009

Moved By: Councillor Maxine Fodness

Motion to renew the contract for boarding stray dogs with Westcove Kennels for a one-year period commencing September 1, 2011.

ELECTED OFFICIAL EDUCATION PROGRAM

Resolution #CM20110913.1010

Moved By: Councillor Glen Ockerman

Motion to approve Councillor Dach and any other Councillors who wish to attend the Municipal Governance Course offered through the EOEP on September 19 and 20, 2011 in Olds.

CARRIED

Resolution #CM20110913.1011

Moved By: Councillor Dwight Dach
Motion to approve Councillor Dach and any other Councillors to attend the Effective Planning and Strategy course offered through the EOEP, on September 27 in Calgary.

CARRIED

**TAX CLERK
SEMINAR -
OCTOBER 7**

Resolution #CM20110913.1012

Moved By: Councillor Frank Sloan
Motion to ratify the Tax Department hosting the Annual Tax Clerk Seminar on October 7, 2011.

CARRIED

**AMHSA COURSE -
AUDITOR
RECERTIFICATION**

Resolution #CM20110913.1013

Moved By: Councillor Alphonse Corbiere
Motion to approve Bryan Bespalko to attend the Auditor Recertification Course offered by Alberta Municipal Health and Safety on October 12, 2011 in Sherwood Park.

CARRIED

**10:30 A.M. -
PUBLIC HEARING
- BYLAW NO. 1582
- REZONE PNW
32-56-10-W4
URBAN
EXPANSION TO
AGRICULTURAL**

Resolution #CM20110913.1014

Moved By: Councillor Dwight Dach
Motion to adjourn the meeting and proceed to public hearing scheduled for 10:30 a.m. to discuss Bylaw No. 1582, which is a bylaw to rezone PNW 32-56-10-W4 from Urban Expansion to Agricultural.

CARRIED

Reeve Upham declared the Public Hearing open at 10:32 a.m. with all members of Council present.

Council was informed that the public hearing was advertised in accordance with section 606 of the M.G.A. and the adjacent landowners were notified of the proposed rezoning.

Krystle Fedoretz, Planning Department, informed Council that the purpose of the Public Hearing is to amend Land Use Bylaw No. 1486 as it relates to rezoning PNW 32-56-10-W4 from Urban Expansion to Agricultural District.

There was no one present to speak either for or against the proposed bylaw.

There were no written submissions.

Reeve Upham declared Public Hearing closed at 10:34 a.m. and reconvened the regular meeting of Council.

Resolution #CM20110913.1015

Moved By: Councillor Cliff Martin
Motion to give second reading to Bylaw No. 1582, which is a bylaw to rezone PNW 32-56-10-W4 from Urban Expansion to Agricultural.

CARRIED

Resolution #CM20110913.1016

Moved By: Councillor Maxine Fodness
Motion to give third reading to Bylaw No. 1582.

CARRIED

**ECONOMIC
DEVELOPMENT
FOR ELECTED
OFFICIALS**

Resolution #CM20110913.1017

Moved By: Councillor Alphonse Corbiere
Motion to file the information on the EDA's Economic Development for Elected Official's course.

CARRIED

**4TH ANNUAL
RURAL ALBERTA
COMMUNITY**

Resolution #CM20110913.1018

Moved By: Councillor Maxine Fodness
Motion to approve Reeve Upham, Tim Mahdiuk, Assistant CAO and

PHYSICIAN ATTRACTION & RETENTION CONFERENCE	Janice Fodchuk, FCSS Director to attend the 4th Annual Rural Alberta Community Physician Attraction and Retention Conference on Oct. 27 & 28, 2011 in Edmonton.	CARRIED
SUSTAINABLE SUBURBS SUMMIT	Resolution #CM20110913.1019 Moved By: Councillor Alphonse Corbiere Motion to file the request to attend the Retrofitting & Planning Sustainable Suburbs Summit Conference in Toronto.	CARRIED
AAMD&C FALL CONVENTION - MEETING WITH ALBERTA ENVIRONMENT	Resolution #CM20110913.1020 Moved By: Councillor Frank Sloan Motion that administration schedule a meeting with Alberta Environment during AAMD&C Fall convention to discuss the following items: - Beaver Dams - Water Drainage - Permitting required on Private Land	CARRIED
ALBERTA MUNICIPAL AFFAIRS WORKSHOPS	Resolution #CM20110913.1021 Moved By: Councillor Glen Ockerman Motion to approve any staff members of the administration team to attend the Municipal Dispute Resolution Initiative Workshops hosted by Alberta Municipal Affairs between November, 2011 and February, 2012 and to authorize administration to host the Workplace Conflict Workshop on February 8-10, 2012.	CARRIED
2012 FCM CONFERENCE - SASKATOON	Resolution #CM20110913.1022 Moved By: Councillor Frank Sloan Motion to approve all of Council and CAO Sheila Kitz to attend the FCM Conference from June 1-4, 2012 in Saskatoon.	CARRIED
	Resolution #CM20110913.1023 Moved By: Councillor Maxine Fodness Motion to develop a policy regarding who is responsible to pay for a hotel room in the event of a late cancellation.	CARRIED
ST. PAUL REGIONAL HIGH SCHOOL PROVINCIAL VOLLEYBALL TOURNAMENT	Resolution #CM20110913.1024 Moved By: Councillor Glen Ockerman Motion to approve a \$1,000 grant for St. Paul Regional High School to assist with the costs of hosting the ASAA 2011 High School Girls 3A Provincial Volleyball Championship as per County policy ADM-51.	CARRIED
REQUEST FOR FUNDING - ENVISION EDMONTON	Resolution #CM20110913.1025 Moved By: Councillor Alphonse Corbiere Motion to deny the request from Envision Edmonton for funding to help cover costs incurred during their awareness campaign.	CARRIED
TRAILER PURCHASE	Resolution #CM20110913.1026 Moved By: Councillor Alphonse Corbiere Motion to approve the purchase of a 7 ft x 14 ft Heavy Duty Hydraulic Dump Trailer from Trailer Canada at a price of \$8,688.46.	CARRIED
D3 PURCHASE	Resolution #CM20110913.1027 Moved By: Councillor Frank Sloan Motion to approve the purchase of a D3K from Finning for a price of \$112,000.	CARRIED

**LETTER - BARRY
KUBINCHAK**

Resolution #CM20110913.1028
Moved By: Councillor Maxine Fodness
Motion to refer the request from Barry Kubinchak to be connected to the County sewer system, to the Water and Sewer Committee.

CARRIED

**11:00 A.M. -
PUBLIC HEARING
- BYLAW NO. 1583
- REZONE PNW
32-56-10-W4 -
URBAN
EXPANSION TO
GENERAL URBAN
DISTRICT**

Resolution #CM20110913.1029
Moved By: Councillor Cliff Martin
Motion to adjourn the meeting and proceed to public hearing scheduled for 11:00 a.m. to discuss Bylaw No. 1583, which is a bylaw to rezone PNW 32-56-10-W4 from Urban Expansion to General Urban.

CARRIED

Reeve Upham declared the Public Hearing open at 11:01 a.m. with all members of Council present.

Council was informed that public hearing was advertised in accordance with section 606 of the M.G.A. and the adjacent landowners were notified of the proposed rezoning.

Krystle Fedoretz, Planning Department, informed Council that the purpose of the Public Hearing is to amend Land Use Bylaw No. 1486 as it relates to rezoning PNW 32-56-10-W4 (.7 acres) from Urban Expansion to General Urban District.

There was no one present to speak either for or against the proposed bylaw.

There were no written submissions.

Reeve Upham declared Public Hearing closed at 11:03 a.m. and reconvened the regular meeting of Council.

Resolution #CM20110913.1030
Moved By: Councillor Cliff Martin
Motion to give second reading to Bylaw No. 1583 as it relates to rezoning PNW 32-56-10-W4 (.7 acres) from Urban Expansion to General Urban District.

CARRIED

Resolution #CM20110913.1031
Moved By: Councillor Alphonse Corbiere
Motion to give third reading to Bylaw No. 1583.

CARRIED

**REQUEST TO USE
COUNTY ROAD
ALLOWANCE TO
ACCESS TO
TOWN OF ST.
PAUL WATER
LINE**

Resolution #CM20110913.1032
Moved By: Councillor Dwight Dach
Motion to approve the request to bury the town water line in the road allowance on 57th Street (shop road) and west on Twp Rd 582, subject to the Town of St. Paul's approval for the County residents in that area to connect to the water line.

CARRIED

**TREES FOR
MALLAIG
CEMETERY**

Resolution #CM20110913.1033
Moved By: Councillor Glen Ockerman
Motion that the County hire a mover to plant spruce trees by the Mallaig cemetery on County property east of the cemetery, at an approximate cost of \$2,600, subject to a letter of agreement from the diocese to maintain the trees.

CARRIED

**ELK POINT/ST.
PAUL REGIONAL
WATER
COMMISSION**

Resolution #CM20110913.1034
Moved By: Councillor Maxine Fodness
Motion to table the motions on the Elk Point/St. Paul Regional Water Commission until later during the meeting.

CARRIED

**SCOPE CHANGE
FOR
ASHMONT/LOTTIE
LAKE**

Resolution #CM20110913.1035

Moved By: Councillor Maxine Fodness

Motion to change the scope for the Ashmont Lottie Lake Water Project to include the Public Consultation as well as the laboratory testing.

CARRIED

**WATER POLICY
PROJECT**

Resolution #CM20110913.1036

Moved By: Councillor Maxine Fodness

Motion to enter into a contract with Urban Systems to develop a water policy that would be applicable to the entire County.

CARRIED

**11:30 A.M. -
TENDER OPENING
- LAURIER LAKE**

The following tenders for Lot 4, Block 3, Plan 8121916 at Laurier Lake as advertised for sale in the August 30 edition of the St. Paul Journal, were opened in the presence of Council:

- Stewart & Corinna Walker - \$26,100
- William Kelley - \$29,000

Resolution #CM20110913.1037

Moved By: Councillor Alphonse Corbiere

Motion to accept the highest bid of \$29,000 for the sale of Lot 4, Block 3, Plan 8121916 to William Kelley.

CARRIED

**BYLAW NO. 1584 -
LICENCE ROAD
ALLOWANCE SW
14 & NW
11-59-10-W4**

Resolution #CM20110913.1038

Moved By: Councillor Frank Sloan

Motion to give first reading to Bylaw No. 1584, Licence Agreement for road allowance between SW 14 & NW 11-59-10-W4.

CARRIED

**2011 ROAD
CONSTRUCTION
EASEMENTS**

Originated By: Idemoissac

Resolution #CM20110913.1039

Moved By: Councillor Glen Ockerman

Motion to approve the following easements for road construction purposes, backsloping and county to fence or pay compensation for fencing:

Bridge File 762889

- SW 30-59-10-W4 Kate Morusyk, Joan Miller & Marion Cyr
- SW 30-59-10-W4 Kate Morusyk, Joan Miller & Marion Cyr
- NW 30-59-10-W4 Kate Morusyk, Joan Miller & Marion Cyr
- NE 30-59-10-W4 Dean Hedrick & Keith Hedrick
- NE 30-59-19-W4 Dean Hedrick & Keith Hedrick

Project 3C114, West of NW 25-57-8-W4

- NW 25-57-8-W4 Patrice & Denise Robinson
- PSW 36-57-8-W4 Matthew Robinson & Sabrina Lilje

CARRIED

CRISP - SEPT. 23

Resolution #CM20110913.1040

Moved By: Councillor Maxine Fodness

Motion to approve Reeve Upham and CAO Sheila Kitz to attend a meeting with the Cold Lake Oil Sands Area CRISP Community Advisory Group on September 22, 2011 at 3:00 p.m. in St. Paul.

CARRIED

**RURAL CRIME
WATCH**

Resolution #CM20110913.1041

Moved By: Councillor Maxine Fodness

Motion to table this item to the Organizational Meeting in October, where Council can discuss the parameters of the Rural Crime Watch Committee and decide if they will appoint Council Representatives to the Elk Point and St. Paul Rural Crime Watch Committees.

CARRIED

**ELK POINT
LIBRARY**

Council was presented with a request from the Elk Point Library Board for funding to pay for one more individual from their board to attend the Library Conference in Jasper in April.

Resolution #CM20110913.1042

Moved By: Councillor Alphonse Corbiere

Motion to refer the request for funding to the County Library Board and request to review the Agreement with the Elk Point Library Board.

CARRIED

Councillor G. Ockerman left at 11:52 a.m.

SENIOR HOUSING

Councillor Dach informed Council that the interagency will be developing a committee that will look at the feasibility of constructing additional Seniors Housing in Elk Point.

Resolution #CM20110913.1043

Moved By: Councillor Maxine Fodness

Motion to accept as information.

CARRIED

**WATER
CONCERNS**

This item was dealt with earlier in the meeting.

**TOWN OF ST.
PAUL
ANNEXATION**

Resolution #CM20110913.1044

Motion that the County of St. Paul supports the Town of St. Paul's request to annex the Town owned portion of NE 9-58-9-W4 (108.07 acres).

STRATEGIC PLAN

Council discussed possible dates for Public Consultation Meetings for the 2012 Strategic Plan. The CAO will schedule the dates with the facilitator Lois Byers, and inform Council of the dates.

**FUNDING FOR
ELK POINT
GRANDPARENTS
DAY WALK**

Resolution #CM20110913.1045

Moved By: Councillor Alphonse Corbiere

Motion to approve a \$200 donation for the Grandparents Day Walk which was held on September 12, 2011 in Elk Point.

CARRIED

**MOTIONS FOR
ELK POINT/ST.
PAUL REGIONAL
WATER
COMMISSION**

Resolution #CM20110913.1046

Moved By: Councillor Dwight Dach

Motion that the Council of the County of St. Paul has reviewed and approves the 2011 Business Plan for the Elk Point/St. Paul Regional Water Commission.

CARRIED

Resolution #CM20110913.1047

Moved By: Councillor Cliff Martin

Motion that the council of the County of St. Paul has reviewed the rates and debt as outlined in the Elk Point/St. Paul Regional Water Commission Business Plan and acknowledges the rate calculation method and the rates set out for water services for 2011 to 2015.

CARRIED

Resolution #CM20110913.1048

Moved By: Councillor Maxine Fodness

Motion that the County of St. Paul be a member in the Elk Point/St. Paul Regional Water Commission.

CARRIED

**THANK YOU
FROM UKRAINIAN
CATHOLIC
CHURCH**

Resolution #CM20110913.1049

Moved By: Councillor Dwight Dach

Motion to file the thank you card from the Ukrainian Catholic Church for the donation for their 100th Anniversary Celebration as information.

CARRIED

CAO REPORT

CAO Sheila Kitz read her report aloud to Council.

Resolution #CM20110913.1050

Moved By: Councillor Alphonse Corbiere

Motion to accept the CAO Report as information.

CARRIED**JOINT HEALTH
AND SAFETY
COMMITTEE****Resolution #CM20110913.1051**

Moved By: Councillor Dwight Dach

Motion to accept the Joint Health and Safety Minutes for the July 14, 2011 Meeting as information.

CARRIED**COUNCILLOR
REPORTS**

The following reports were presented by Council:

- Fire Committee (Covered in CAO Report)
- Safer Communities Task Force - M. Fodness
- Rural Crime Watch - D. Dach
- Library (Covered in earlier item on agenda)
- Senior Housing - D. Dach
- Wellness Centre - Moved to in camera
- Evergreen Commission - G. Ockerman

**UPCOMING
MEETINGS**

- Sept. 16 @ 1:00 p.m. - Regional Water Meeting in Elk Point
- Sept. 23 @ 10:00 a.m. - Zone Meeting in Lac La Biche
- Sept. 27 @ 10:00 a.m. - Public Works

COUNCIL FEES**Resolution #CM20110913.1052**

Moved By: Councillor Alphonse Corbiere

Motion to approve the Council fees for the month of August, 2011.

CARRIED**LISTING OF
ACCOUNTS
PAYABLE**

The following lists of Accounts Payable for the Month of August, 2011 were presented to Council:

<u>Batch</u>	<u>Cheque Nos.</u>	<u>Batch Amount</u>
15440	12833-12950	\$767,849.52
15455	12951	\$ 1,884.96
15456	12952	\$ 12,187.14
15459	12953-13003	\$575,407.03

Resolution #CM20110913.1053

Moved By: Councillor Dwight Dach

Motion to file as information.

CARRIED**BUDGET TO
ACTUAL**

Budget to actual for the month ending August 31, 2011 was circulated to Council for review.

Resolution #CM20110913.1054

Moved By: Councillor Maxine Fodness

Motion to file the budget to actual as information.

CARRIED**IN CAMERA****Resolution #CM20110913.1055**

Moved By: Councillor Alphonse Corbiere

Motion that the meeting go in camera at 1:55 p.m. to discuss land issues.

CARRIED**Resolution #CM20110913.1056**

Moved By: Councillor Cliff Martin

Motion that Council return to an open meeting at 2:43 p.m.

CARRIED**Resolution #CM20110913.1057**

Moved By: Councillor Frank Sloan

Motion that the County enter into an agreement with Robert Bouchard to rent 49 acres located in PNE 13-59-10-W4, as there is no access to the property but Mr. Bouchard can access it through his adjacent property. The agreement will be for a five year term at a rate of \$25/per acre for 2012 and administration will negotiate a rate for the remaining 4 years of the agreement.

CARRIED

Resolution #CM20110913.1058

Moved By: Councillor Cliff Martin

Motion to renew the land lease with Raymond Amyotte on W 1/2 NE 24-60-10-W4 for 2012 on the condition that they make the hay prior to the August long weekend, so that it can be used for parking during Haying in the 30s.

CARRIED

ADJOURNMENT

Business on the agenda being concluded, Chairman S. Upham adjourned the meeting. Time: 2:45 p.m.

These minutes approved this 11th day of October, 2011.

Reeve

Chief Administrative Officer

6 Delegation

- 6.1 10:15 A.M. - ST. PAUL CHILD CARE SOCIETY
- 6.2 10:30 A.M. - NORTHERN LIGHTS LIBRARY -
BRIGITTE SAKALUK, ASSISTANT DIRECTOR
- 6.3 11:00 A.M. - ST. PAUL ANIMAL SHELTER
- 6.4 11:30 A.M. - JACKIE MILLER, BLUEBIRD BEACH
ASSOCIATION



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

Issue Summary Report

6.1 10:15 A.M. - ST. PAUL CHILD CARE SOCIETY

#20111005007

Meeting : October 11, 2011

Meeting Date : 2011/10/11 10:00

Background

Attached is a letter from the St. Paul Child Care Society requesting funding for renovations to their Daycare/Dayhome building.

Additional Information

Originated By : pcorbiere



St. Paul Child Care Society
5201-50 Street St. Paul, AB
T0A 3A1
780-645-1984
Fax: 780-645-2047
forkids@persona.ca



September 26, 2011

10:15 am
Megan Tucker
on Barb Burrows

County of St. Paul
c/o Sheila Kitz
5015 – 49 Ave
St. Paul, Alberta
T0A 3A0

Re: Requesting help with funding

To: Reeve Steve Upham, Councillors and CAO

We are a non-profit Society, and would appreciate help with funding for renovations of our Daycare/Dayhome building. The building was built over 30 years ago and hasn't seen many renovations since.

This building has always housed Child Care programs. As of August 31st/11 the former tenant has moved out. With the final walk through, we are very disappointed to find that the rented space was left in a state of disrepair, due to the negligence of the former tenant. Examples of the negligence:

- a) Leaving windows open indefinitely and rain rotted the sills
- b) Painting latex over oil paint without our knowledge
- c) Broken switches and missing light covers
- d) Extreme drywall damage – holes in the walls
- e) Floors left with major scuff marks, which will have to be stripped and refinished

After the tenant moved out, a potential tenant has approached us to rent the available space. She was required to get three separate inspections done for her business. To obtain her license she will need the majority of the repairs completed before she can open her business. As we are non profit, we rely heavily on the income generated by renting this space. Unfortunately, we find ourselves in a difficult situation. Repairs need to be done as quickly as possible but we do not have the funds for any renovations. Without the renovations we will not be able to rent out this space, which in turn puts our Society in jeopardy.

Appendix 1 for 6.1: St. Paul Child Care Society

Our Dayhome Society has offered an important service to the Town and County of St. Paul for many years. We provide quality, accredited child care which gives parents a choice of childcare options.

We have contacted many trades people for quotes for repairs. Enclosed are the lowest quotes of each:

WINDOWS	\$ 12,295.50
WALL REPAIR	\$ 2,467.50
PAINTING	\$ 7,000.00
ELECTRICAL	\$ 3,146.26
DECK REPAIR	\$ 1,023.75
 TOTAL COST	 \$ 25,933.01

We would appreciate your consideration in this matter. Any financial support you are able to give would be greatly appreciated. Due to the time restraint of this matter we would appreciate your quick response, as the potential tenant is working within a time limit.

On behalf of the staff and Board of the St. Paul Child Care Society.

Lori Stokes



Agency Coordinator

Lorette Andersen



Bookkeeper/Administrator



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

Issue Summary Report

6.2 10:30 A.M. - NORTHERN LIGHTS LIBRARY - BRIGITTE SAKALUK, #20110803001
ASSISTANT DIRECTOR

Meeting : October 11, 2011

Meeting Date : 2011/10/11 10:00

Background

Brigitte Sakaluk, Assistant Director with the Northern Lights Library System will be in to present the 2010 Statement of Services.

Her presentation will include library statistics, collection statistics, interlibrary loans and the Statement of Services which outlines where the capital dollars are used. A copy of the presentation is attached.

Additional Information

Originated By : pcorbiere



Northern Lights Library System

STATEMENT OF SERVICES 2010

COUNTY OF ST. PAUL

**Fostering excellent library service in
northeastern Alberta**



**5615 48 Street
Bag 8
Elk Point, Alberta
T0A 1A0**

1-800-561-0387 or 1-780-724-259 Fax 1-780-724-2597

www.nlls.ab.ca

MISSION STATEMENT

Fostering excellent library service in northeastern Alberta

Northern Lights Library System (NLLS) was established in 1990, and is governed by a board which has representation from member municipalities. The board members participate in making important decisions, and bring their knowledge, experience, time and energy to this task.

NLLS membership consists of 54 municipalities (Cities, Towns, Villages, Counties, M.D.s and Summer Villages), of these NLLS is the Board of Record for 18.

NLLS serves 43 libraries in these municipalities.

NLLS is a partner in TRAC (The Regional Automation Consortium). TRAC is comprised of Marigold Library System, NLLS, Peace Library System and Yellowhead Regional Library System.

These systems share and contribute to a common integrated library system known as POLARIS.

2010 STATISTICAL "SNAPSHOT"



- A December, 2010 report showed 35,700 active TRAC/TAL cardholders belonging to the libraries in NLLS. This represents 22.90% of the population of NLLS municipalities.
- A December 31, 2010 "snapshot" showed 343 TRAC/TAL cardholders belonging to the Mallaig Public Library that indicated the County of St. Paul as their home municipality. There were also 280 TRAC/TAL cardholders belonging to Ashmont Public Library. Elk Point Public Library had 444 TRAC/Tal Cardholder and the Town of St. Paul has 647 TRAC/TAL cardholders that indicated the County of St. Paul as their home library. This represents 28.93% of the County of St. Paul's population.

Ashmont Public Library also has 435 TRAC/TAL cardholder that indicated the Saddle Lake First Nations as their home municipality, 284 TRAC/TAL cardholders that indicated Whitefish Lake First Nations has their home municipality, 28 TRAC/TAL cardholders that indicated Smoky Lake County as their home municipality, 21 TRAC/TAL cardholders that indicated the Town of St. Paul as their home municipality and 4 TRAC/TAL cardholders belonging to another municipality.

Mallaig Public Library also has 17 TRAC/TAL cardholders that indicated the MD of Bonnyville as their home municipality, 11 TRAC/TAL cardholders that indicated the Town of St. Paul as their home municipality and 9 TRAC/TAL cardholders belonging to another municipality.
- NLLS ordered 25,457 books in 2010 for a total cost of \$366,012.37 or an average of \$16.49 per book. There was an average discount of 37.17% for these books for a realized savings of \$122,442.12 or an average savings of \$5.52 per book.
- Ashmont Public Library received 829 of these books at an average cost of \$12.12 per book and received an average discount of 37.17%. The realized savings for the Ashmont Public Library was \$3,362.02 or an average savings of \$4.06 per book.
- Mallaig Public Library received 607 of these books at an average cost of \$12.94 per book and received an average discount of 37.17%. The realized savings for the Mallaig Public Library was \$2,628.06 or an average savings of \$4.33 per book.
- Ashmont Public Library used \$0.00 of their outside book allotment as an Interlibrary Loan Cost Recovery Grant. These monies can be used to pay for supplies and labour cost associated with interlibrary loans.
- Mallaig Public Library used \$0.00 of their outside book allotment as an Interlibrary Loan Cost Recovery Grant. These monies can be used to pay for supplies and labour cost associated with interlibrary loans.
- NLLS and its partner libraries have 648,436 items that are catalogued and on the Polaris Integrated Library System (ILS). TRAC (The Regional Automation Consortium), which includes NLLS has 3,051,784 items that are catalogued and on the Polaris ILS.
- Ashmont Public Library has 5,442 items that are catalogued and on the Polaris ILS.
- Mallaig Public Library has 8,521 items that are catalogued and on the Polaris ILS.

- Statistics from 2010 reported by NLLS and 43 of its partner libraries indicated that 788,436 items were circulated by NLLS libraries.
- Ashmont Public Library circulated 8,766 items in 2010. Ashmont Public Library circulated 161.08% of their collection in 2010.
- Mallaig Public Library circulated 2,785 items in 2010. Mallaig Public Library circulated 32.68% of their collection in 2010.
- Statistics from 2010 reported by 43 of NLLS partner libraries indicated that 452,449 interlibrary loans were done, an increase of 23% from 2009.
- Ashmont Public Library had 45.44% (2,473) items of their collection out on Inter Library Loan in 2010.
Ashmont Public Library borrowed 2,488 items in 2010 or 45.72% of their collection.
Borrowing these items saved the library an average of \$16.49 per item or \$41,027.12.
Ashmont Public Library interloaned 4,961 items in 2010.
- Mallaig Public Library had 18.91% (1,611) items of their collection out on Inter Library Loan in 2010.
Mallaig Public Library borrowed 333 items in 2010 or 3.91% of their collection.
Borrowing these items saved the library an average of \$16.49 per item or \$5,491.17.
Mallaig Public Library interloaned 1,944 items in 2010.

TO: COUNCIL, County of St. Paul

RE: 2010 STATEMENT OF SERVICES

[illegible]

Services Provided		Population 2009	5,925
Shared TRAC Services			
Polaris the Integrated Library Catalogue.			
Trac Online Public Access Catalogue.			
OverDrive audio & eBooks, online data bases TAL Online.			
Cost Association \$.62 per capita.	\$	3,673.50	
Ashmont Public Library checked out 13 OverDrive items in 2010.			
Mallaig Public Library checked out 3 OverDrive items in 2010.			
Resource Sharing Services			
Membership in The Alberta Library (TAL), NLLS cost is \$.04 per capita for our libraries on their own it would be \$.20 per capita.			
In NLLS alone, 452,449 (904898) items were loaned and borrowed through interlibrary loan in 2010.			
NLLS staff, receive, package and deliver materials to and from the 43 libraries within our system, FTE of 2.83 (Full Time Equivalent) Cost association which includes transportation and supplies is \$1.18 per capita.			
	\$	6,991.50	
Bibliographic Services			
NLLS provides library materials @ \$2.15 per capita, through a managed fund account. This money comes from the municipalities.			
The County of St. Paul contributed 50% of the total book allotment to the Ashmont Public Library book allotment fund (12,738.75 x 50% = \$6,369.37).	\$	12,738.75	
The County of St. Paul contributed 50% of the total book allotment to the Mallaig Public Library book allotment fund (12,738.75 x 50% = \$6,369.38).			
Purchasing and processing of library materials is provided by Bibliographic Services which has a FTE of 5.67. Cost association which includes supplies and tools, is \$1.73 per capita.			
	\$	10,260.25	
NLLS provides:			
Acquisitions services to all our libraries. This includes purchase of library materials- books, videos, etc. Cataloguing and processing of these materials. This includes the preparation of library materials for the shelf.			
Other services such as book displays for Library Managers Council and NLLS Annual Conference.			
Ashmont Public Library had 0 donated items catalogued.			
Mallaig Public Library had 6 donated items catalogued.			
Public Services			
FTE of 2.33 Cost association is \$1.42 per capita which includes supplies and materials	\$	8,413.50	
NLLS provides:			
Consulting sessions to our libraries.			
Training And Education.			
Access to expanded Collections.			
Other programming opportunities for our member libraries.			
The librarian from Ashmont Public Library attended:			
- 3 out of 3 librarian council meetings.			
- NLLS Annual Conference was attended by 0 staff and library board members from the Ashmont Public Library.			
The librarian from Mallaig Public Library attended:			
- 1 out of 3 librarian council meetings.			
- NLLS Annual Conference was attended by 0 staff and library board members from the Mallaig Public Library.			
Ashmont Public Library borrowed 0 blocks of our expanded collection.			
Ashmont Public Library borrowed 0 Programming Kits.			
Mallaig Public Library borrowed 0 blocks of our expanded collection.			
Mallaig Public Library borrowed 0 Programming Kits.			
Ashmont Public Library received a \$76.00 subsidy towards supplies for the Summer Reading Program.			
Ashmont Public Library had the Summer Reading Entertainer come to the library			
NLLS paid \$250.00 per site.			
Mallaig Public Library received a \$76.00 subsidy towards supplies for the Summer Reading Program.			
Mallaig Public Library had the Summer Reading Entertainer come to the library			
NLLS paid \$250.00 per site.			

Appendix 1 for 6.2: NLLS Presentation

<p>Information & Technology Services</p> <p>FTE of 3.25 Cost association is \$1.60 per capita for services provided</p> <p>NLLS provides: Information & technology services to our Libraries via our Technology Department. This includes: Consulting Sessions, Training and Education, On-line Information Services, Automation, Connectivity to our partner libraries, On-Line Information Services.</p> <p>Ashmont Public Library received 1 free visits from NLLS Network Analyst.</p> <p>Ashmont Public Library received 1 free visits from NLLS consultants.</p> <p>Mallalag Public Library received 0 free visits from NLLS Network Analyst.</p> <p>Mallalag Public Library received 1 free visits from NLLS consultants.</p> <p>The Internet Service Provider costs that NLLS paid on behalf of Ashmont Public Library for 2010 were \$485.28.</p> <p>The ISP Provider costs that NLLS paid on behalf of Mallalag Public Library for 2010 were \$485.28.</p>	\$ 9,480.00
<p>Administrative Services and Infrastructure Costs</p> <p>Administration/Finance FTE 4 (Full Time Equivalent): Cost association including Infrastructure is \$3.62 per capita.</p> <p>NLLS Provides: Service through its Infrastructure. This Includes: Marketing, audit cost, office supplies, postage, telephones, membership, building maintenance, utilities, insurance, equipment maintenance, vehicle expenses, G.S.T. expense, service charges, amortization, etc. Reserves for future capital purchases. Support services to our Libraries. This includes: 1 800 trouble shooting line to access qualified library and support personnel. Access to 24hr on-line reference support through "Ask a Question". E-mail access to NLLS headquarters, members and other libraries.</p>	\$ 21,448.50
<p>Board</p> <p>Cost association is \$.40 per capita</p> <p>NLLS provides: Board member reimbursement to fulfill their duties: Each municipality appoints one member to the Board, which met three times in 2010. Of this Board 10 are elected to be on the Executive which met 12 times in 2010. All board members are paid mileage to attend the three general board meetings, @ \$.45 per kilometer. Executive members are paid mileage for the Executive meetings, @ \$.45 per kilometer as well as a per diem for each of these meetings. The per diem range is \$100.00 to \$150.00 per meeting. Four of the Executive members are refunded for their expenses to the Alberta Library Conference held in Jasper. NLLS held its Annual Conference in September 2010. Board members are encouraged to attend. NLLS Bursaries 1 student \$500.00 and 3 employees of \$150.00 each.</p> <p>Alphonse Corbiere/Maxine Fodness your board member, attended 2 of the 3 NLLS Board Meetings in 2010.</p>	\$ 2,370.00
TOTAL VALUE OF SERVICES PROVIDED	\$ 75,366.00

REVENUE GENERATED

<p>➤ NLLS generates revenue from the following sources: Revenue for the System is received from participating municipalities and library boards (81%), provincial operating grants (34%), and other grants and sources (5%). Shown below are the monies generated by your municipality, library board and the provincial government.</p>		
➤ From the County of St. Paul		
\$4.08 directly to NLLS	(5,925 @ \$4.08) per capita	\$ 24,174.00
➤ From Library Board	(5,925 @ \$4.08) per capita	\$ 24,174.00
➤ From the Province	(5,925 @ \$4.55) per capita	\$ 26,958.75
TOTAL REVENUE generated for NLLS	➔	\$ 75,306.75
Cost Covered by Other Sources of Revenue		\$ (59.25)
<p>➤ NLLS Other Sources of Revenue Revenue association \$.63 per capita.</p>		
		\$ 3,732.75
<p>NLLS offers other services at a reasonable rate to generate revenue. NLLS rents land for the Point of Presence site. NLLS extra funds are invested in a non risk portfolio, which maximizes the best return possible. In 2010 the above services provided generated extra revenue of \$97,425.00 or .63 per capita. These extra sources of revenue cover the above shortfall.</p>		
<p>NLLS pools all revenues received within the system and distributes the services equitably to all member libraries and residents.</p>		
Net Loss/ Gain:	-----	\$ 3,673.50
Net Loss/ Gain: (per capita)	-----	\$ 0.62



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

Issue Summary Report

6.3 11:00 A.M. - ST. PAUL ANIMAL SHELTER

#20111004016

Meeting : October 11, 2011

Meeting Date : 2011/10/11 10:00

Background

Patricia Ellis, Manager of the St. Paul Animal Shelter, will be in to speak with Council regarding their proposal to purchase 5 acres in NE 6-58-10-W4. They will be requesting a letter of support in principle from Council.

Additional Information

Originated By : pcorbiere

Appendix 1 for 6.3: Letter - St. Paul Animal Shelter




5417-50 Ave, St. Paul, AB T0A 3A0.
780-645-2262 pawsofgold@live.ca
www.stpaulanimalshelter.com

County of St. Paul
Re: St. Paul Animal Shelter

To Whom It May Concern:

The St. Paul Animal Shelter (Animal Shelter & Adoption Society for St. Paul & Area) is planning to purchase a little over five acres of land located NE 6 5810 W4, for the purposes of constructing a new facility. This location is in the County of St. Paul we hope the county would be supportive of the facility in the new location. Background is attached.

If the county would be willing to support us being in the new location we would appreciate a letter to that effect.

Sincerely,
Patricia Ellis

Manager
St. Paul Animal Shelter

Appendix 1 for 6.3: Letter - St. Paul Animal Shelter



5417-50 Ave, St. Paul, AB T0A 3A0.
780-645-2262 pawsofgold@live.ca
www.stpaulanimalshelter.com

The St. Paul Animal Shelter was brought into existence to provide a pound, shelter and adoption service for St. Paul and Area. In the present location, at capacity, the shelter is hard pressed to serve just the town of St. Paul, let alone the surrounding areas at this time. The shelter does accept lost pets and stray animals from the surrounding areas on a private intake basis.

Recently the Shelter has decided to purchase a little over five acres of land in the County of St. Paul; the town of St. Paul would continue to use the facility in the new location. At the new location; after construction of the new facility is complete; the shelter would be available to the County of St. Paul and then other towns and counties with proximity to the shelter decided who would get preference. Services available would be temporary housing of lost and found pets, stray pets and rabies watch on pets that require such under the health department .

In addition the shelter would be a resource and information center as well as a location for other community based animal related programs.

We would hope that the County of St. Paul would be agreeable to us building the new facility in the new location whether they decided to use our services or not.

We would be happy to discuss any concerns or questions the County may have and would like to serve the County in whatever capacity they may desire in the future.



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

Issue Summary Report

6.4 11:30 A.M. - JACKIE MILLER, BLUEBIRD BEACH ASSOCIATION #20111006003

Meeting : October 11, 2011

Meeting Date : 2011/10/11 10:00

Background

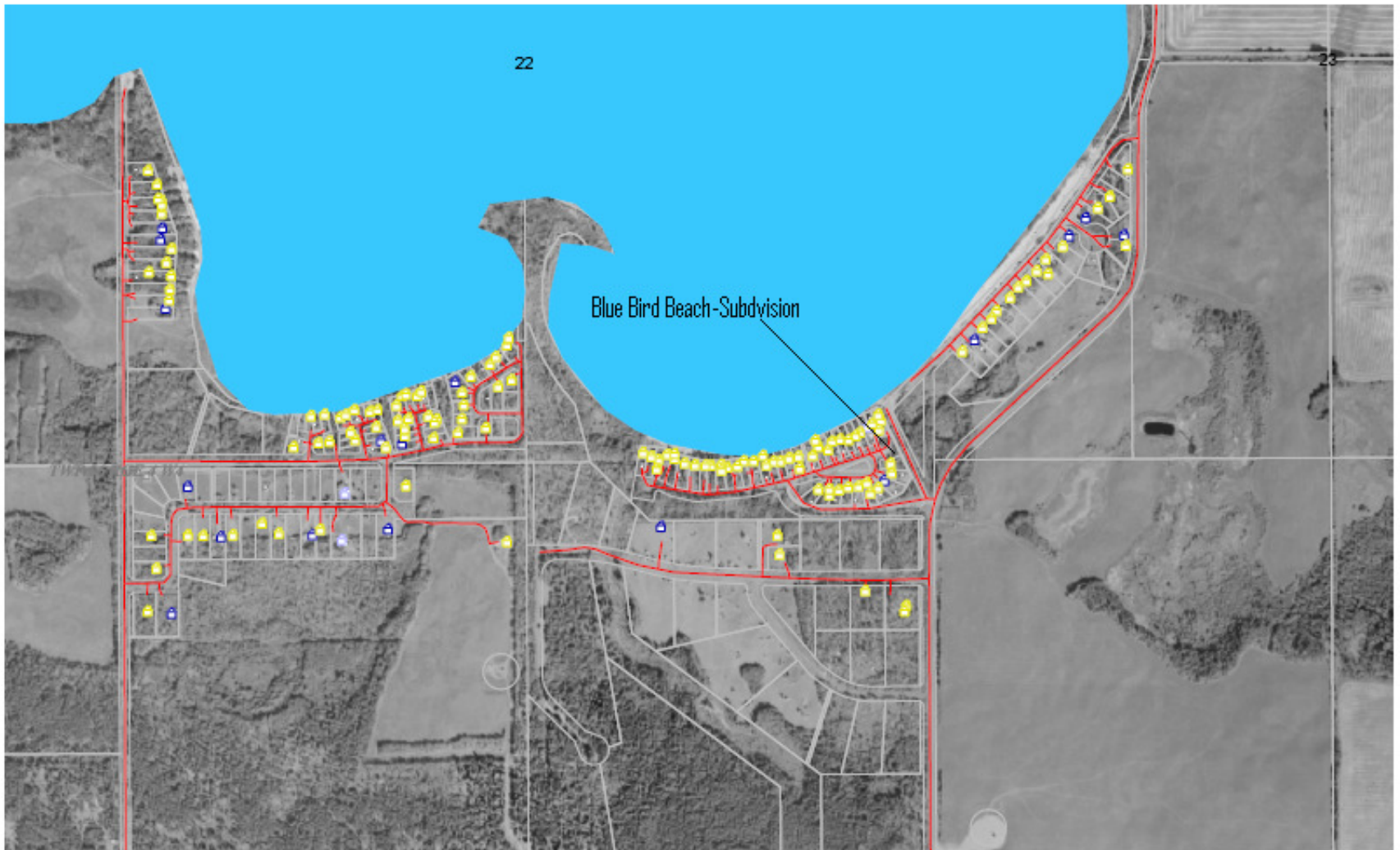
Jackie Miller, on behalf of the Bluebird Beach Association will be in to discuss a walking trail along the road to the boat launch. The trail is treed and they would like to clear a path and put up a chain link fence. The Association feels it is the County's responsibility to do the work.

Additional Information

Originated By : skitz

Appendix 1 for 6.4: Map of Blue Bird Beach Association

SE 22-56-4-4



7 New Business

- 7.1 ACCOUNTING/COMPUTER APPLICATIONS AND OFFICE ADMINISTRATION ADVISORY COMMITTEE
- 7.2 RUSA EXECUTIVE MEETINGS
- 7.3 ACCURATE ASSESSMENT GROUP USER CONFERENCE AND GEO MEDIA TRAINING
- 7.4 ALBERTA ASSET MANAGEMENT WORKING GROUP
- 7.5 EOEP - MUNICIPAL FINANCE
- 7.6 6TH ANNUAL SYNERGY CONFERENCE - WORKING TOGETHER
- 7.7 ALBERTA RECREATION & PARKS ASSOCIATION CONFERENCE
- 7.8 PREPARING FOR YEAR-END AND AUDITS WORKSHOP
- 7.9 SEMINAR - ATTRACTING FOREIGN DIRECT INVESTMENT TO EASTERN ALBERTA
- 7.10 AAMD&C MUNICIPAL FALL CONVENTION
- 7.11 2011 MUNICIPAL HEALTH & SAFETY/UTILITY CONFERENCE
- 7.12 2011 BELLAMY PARTNERSHIP FORUM
- 7.13 CHAMPIONS FOR CHANGE 2ND ANNUAL HARVEST BALL
- 7.14 REQUEST FOR FUNDING FOR MS WALK
- 7.15 STREET LIGHT REQUEST
- 7.16 TERMS OF REFERENCE- ELK POINT/ST. PAUL REGIONAL WATER COMMISSION
- 7.17 ENGINEER FOR REGIONAL WATER LINE
- 7.18 2011 STRATEGIC PLAN UPDATE - 3RD QUARTER
- 7.19 REQUEST FROM TOWN OF ST. PAUL FOR ADDITIONAL FUNDING FOR 40TH STREET PAVING
- 7.20 REQUEST TO LEASE W 1/2 24-58-7-W4

- 7.21 2011 ROAD CONSTRUCTION EASEMENTS
- 7.22 LAC SANTE FAMILY RECREATION SOCIETY -
REQUEST FOR SIGNAGE
- 7.23 ALLOCATION OF RECREATIONAL FACILITIES
GRANTS FOR COMMUNITY HALLS
- 7.24 COUNTY OWNED LOTS IN MALLAIG SUBDIVISION
- 7.25 URBAN SYSTEMS - ENGINEERING STANDARDS
- 7.26 NORTHERN LIGHTS LIBRARY BOARD BUDGET
INCREASE
- 7.27 COUNTY OF ST. PAUL 50TH ANNIVERSARY
- 7.28 IN CAMERA
- 7.29 NORTH CENTRAL ALBERTA CHILD AND FAMILY
SERVICES PLANNING CONSULTATION
- 7.30 ASHMONT/LOTTIE LAKE WATER DIVERSION
LICENSE
- 7.31 ELECTED OFFICIAL EDUCATION PROGRAM -
INFRASTRUCTURE SEMINAR
- 7.32 REQUEST FOR PROPOSAL - BANKING SERVICE



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

Issue Summary Report

7.1 ACCOUNTING/COMPUTER APPLICATIONS AND OFFICE ADMINISTRATION ADVISORY COMMITTEE

#20111004008

Meeting : October 11, 2011

Meeting Date : 2011/10/11 10:00

Background

Portage college requested that Tim Mahdiuk become a member of the Accounting/Computer Applications and Office Administration Advisory Committee. The first meeting was held on September 27 in Lac La Biche. Portage College will provide compensation for mileage.

Recommendation

Motion to approve Tim Mahdiuk to the Portage College Accounting/Computer Applications and Office Administration Advisory Committee and to ratify his attendance at the September 27, 2011 meeting.

Additional Information

Originated By : skitz



September 9, 2011

Mr. Tim Mahdiuk
Assistant CAO
County of St. Paul No. 19
5015 49 Avenue
St. Paul, AB T0A 3A4

Dear Mr. Mahdiuk:

On behalf of Portage College, I would like to invite you to become a member of the Accounting/Computer Applications and Office Administration Advisory Committee. Our committee will have representation from business, industry, government, former students, and community partners in our region.

Your name has been suggested as someone who would be a valuable addition as an advisory committee member. We would be most appreciative and honored if you would be willing to participate as a member on our Accounting/Computer Applications and Office Administration Program Advisory Committee.

A first meeting is scheduled in Lac La Biche on September 27, 2011, in Room 143 at 11:30 a.m. Lunch will be provided. Advisory Committee members who are travelling to the meeting will receive mileage compensation.

Please contact Val Lyons, Coordinator, Faculty of Business, Arts & Humanities Programs at 780.623.5683 or Robbie Scott, Administrative Support, at 780.623.5681 to confirm your willingness to participate.

On behalf of Portage College, I wish to thank you for considering our request.

Sincerely,

Trent Keough, President

cc: Mardere Birkill, Vice President Academic (Interim)
Guy Gervais, Dean, Faculty of Business, Arts & Humanities
Val Lyons, Coordinator of Business, Arts & Humanities

VL:rjs

This is Your College

Regional Service Centres

St. Paul Campus	Cold Lake Campus
Box 1471, 5205-50 Avenue	The Cold Lake Energy Centre
St. Paul, AB T0A 3A0	101-7825 51 Street
Ph: (780) 645-5223	Cold Lake, AB T9M 0B6
Fax: (780) 645-5162	Ph: (780) 639-0030
	Fax: (780) 639-2330

Community Campuses

- | | |
|-----------------|---------------|
| • Bonnyville | • Saddle Lake |
| • Frog Lake | • Vegreville |
| • Goodfish Lake | • Wainright |



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

Issue Summary Report

7.2 RUSA EXECUTIVE MEETINGS

#20111004020

Meeting : October 11, 2011

Meeting Date : 2011/10/11 10:00

Background

The RUSA Executive Meetings were held on September 29 and 30, 2011 in Red Deer.

Recommendation

Motion to ratify Bryan Bepalko's attendance at the RUSA Executive meetings on September 29 and 30, 2011 in Red Deer.

Additional Information

Originated By : pcorbiere



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

Issue Summary Report

7.3 ACCURATE ASSESSMENT GROUP USER CONFERENCE AND GEO MEDIA TRAINING

#20111004021

Meeting : October 11, 2011

Meeting Date : 2011/10/11 10:00

Background

Accurate Assessment will be holding a Conference and Geo Media Training on October 19 to 21, 2011 in Edmonton.

Recommendation

Motion to approve the following staff members to attend Accurate Assessment User Conference and Geo Media Training: Oct. 20 - Sheila Kitz, Oct. 19 - Krystle Fedoretz, October 19 to 21 - Linda Meger.

Additional Information

Originated By : skitz



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

Issue Summary Report

7.4 ALBERTA ASSET MANAGEMENT WORKING GROUP

#20111005001

Meeting : October 11, 2011

Meeting Date : 2011/10/11 10:00

Background

An Asset Management Working Group session will be held on October 21, 2011 in Red Deer. Sheila has been asked to attend on behalf of ARMAA. ARMAA will pick up the costs.

Recommendation

Motion to authorize Sheila Kitz's attendance at the Alberta Asset Management Working Group on October 21, 2011 in Red Deer, at no expense to the County.

Additional Information

Originated By : skitz



Issue Summary Report

7.5 EOEP - MUNICIPAL FINANCE

#20111006001

Meeting : October 11, 2011

Meeting Date : 2011/10/11 10:00

Background

The Elected Officials Education Program is offering a course on Municipal Finance on Friday October 21 in Penhold. Registration for this course is \$425.

The course provides participants with a solid understanding of the core concepts involved in municipal financial management, accountability and reporting. Topics covered include short- and long-term financial decision-making, capital and operating budget processes, and financial condition analysis, reporting and risk evaluation.

Participants will:

- learn about the role of the auditor;
- explore how municipalities raise revenue through property assessment and taxation,
- user fees and rate structures;
- learn about financial oversight responsibilities and financial accountability of elected
- officials under municipal legislation;
- develop an understanding of effective municipal fiscal policies;
- understand how to read and interpret a municipal financial statement;
- learn how operating and capital budgets are prepared and administered;
- understand the difference between pay-as-you-go and debt financing strategies;
- learn about property assessment and taxation processes;
- understand the role of external auditors and learn to identify and mitigate financial risk.

Councillor Dach would like to attend this course.

Recommendation

As per Council's wishes.

Additional Information

Originated By : pcorbiere



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

Issue Summary Report

7.6 6TH ANNUAL SYNERGY CONFERENCE - WORKING TOGETHER #20111004009

Meeting : October 11, 2011

Meeting Date : 2011/10/11 10:00

Background

The synergy conference is the opportunity for energy/resource development stakeholders in Alberta to gather and share information, challenges and ideas. The Synergy Alberta 2011 Conference will be held October 24 to 26, 2011 in Red Deer. Conference registration is \$590.

Councillor Dach would like to attend this conference. This conference conflicts with the Organizational Meeting.

Recommendation

As per Council's wishes.

Additional Information

Originated By : pcorbiere



Working Together Synergy Alberta Conference 2011 October 24 to 26



[Home](#) [Speakers](#) [Hotel](#) [Sponsorship Package](#) [Register](#) [Register by Mail/Fax](#) [Entertainment](#) [Schedule](#)

6th Annual Synergy Conference – Working Together

October 24 – 26, 2011

Capri Centre

Red Deer, Alberta

The synergy conference is THE opportunity for energy/resource development stakeholders in Alberta to gather and share information, challenges and ideas.

Who are the stakeholders? Certainly representatives from community, industry, government, municipalities, health professionals, environmental groups, but really, all Albertans have a vested interest and need to be part of the conversation. And regardless of your affiliation, you are welcome, providing you adhere the key principle of synergy – respect.

At Synergy Alberta, we believe ...

- Stakeholders can disagree and yet be respectful to one another in their dialogue
- All stakeholders need to be heard
- Healthy, sustainable communities are vital and all stakeholders must work in the best interest of the community
- Communication is key to resolving conflict and working together

Join us this year and be part of the discussion! We have another exciting line-up of speakers from industry, government, community/environmental groups, academia, and others. You will also have a chance to meet and engage with people from across Alberta (and beyond) who are interested in synergistic approaches to energy/resource development. We have also packed in some fun, so register today, and be a part of this exciting approach to building our communities.

As always, we have striven to keep the cost of attending very low – only \$590 (+ GST) if you **register before October 8**.



info@synergyalberta.ca
780-461-1323
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Edmonton, AB T6X 0K6

THANK YOU! Synergy Alberta is honoured to have the support of:



MONDAY, OCTOBER 24, 2011

9:00 – 10:00	Registration
10:00 – 12:00	Synergy Institute
12:00 – 1:00	Buffet Lunch
1:00 – 3:00	Synergy Institute
4:00 – 5:00	Synergy Alberta AGM
CONFERENCE START	
6:00 – 7:00	Buffet Dinner / Meet & Greet
7:30 – 8:00	KEYNOTE PRESENTATION A Quick Overview of Nuclear Power Today Dr. Jason Donev
8:00 – 11:00	SYNERGY EXPO Join us to connect with the network of Synergy Groups around the Province



Working Together

Synergy Alberta Conference 2011

October 24 to 26

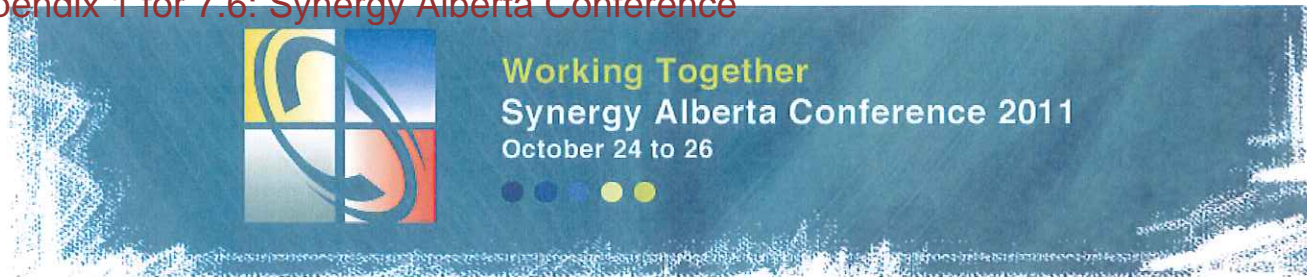


TUESDAY, OCTOBER 25, 2011

7:30 – 8:15	Buffet Breakfast		
8:30 – 9:00	KEYNOTE PRESENTATION “Social License” and the Oil & Gas Industry Dave Collyer, Canadian Association of Petroleum Producers		
CONCURRENT SESSIONS			
9:15 – 10:15	ATV Roundup: Managing motorized recreation in Alberta Adam Driedzic, Environmental Law Centre	Safety around pipelines Speaker TBA	Present Day Mercury Deposition near Oil Sands Facilities in Northeastern Alberta Warren Kindzierski, U of A
10:15 – 10:45	Networking & Bio Break		
CONCURRENT SESSIONS			
10:45 – 11:45	Alberta’s Unconventional Oil & Natural Gas TBA - ERCB	Partners In Resource Excellence Doug Kulba, AB Environment	Water Wells for Life Jennifer McPherson, AB Environment
12:00 – 2:00	KEYNOTE PRESENTATION Fracked or Fiction Mike Dawson, CSUG		
	Buffet Lunch		
	Oil Sands and Innovation: Tackling the Tailings Challenge Bradley Wamboldt, Suncor		
CONCURRENT SESSIONS			
2:00 – 3:00	Managing Complex Multi-stakeholder Teams CASA 2012-2016 – The Road Ahead Norman McLeod, CASA	The Land Stewardship Centre TBA – AB Stewardship Network	Community Matters Tentative
3:00 – 3:30	Networking & Bio Break		
CONCURRENT SESSIONS			
3:30 – 4:30	Protecting a Watershed through Synergy Glen Isaac, Riverkeeper	AB Wilderness Association Carolyn Campbell	FAO Presentation Carol Goodfellow, FA Office
6:00 – late	GALA BANQUET Dinner, awards and entertainment, featuring the renowned comedy troupe Atomic Improv		



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WEDNESDAY, OCTOBER 26, 2011			
7:30 – 8:15	Buffet Breakfast		
8:30 – 9:15	KEYNOTE PRESENTATION Celebrating the Momentum of Synergy Alberta, Reflections of the First Five Years Darcy Allen, Iris English		
9:15 – 10:15	PLENARY SESSION: Public Policy in Alberta Cumulative Effects Management Bev Yee, Alberta Environment		
	Update on the Implementation of the Land-use Framework Morris Seiferling, Land Use Secretariat		
10:15 – 10:45	Networking & Bio Break		
CONCURRENT SESSIONS			
10:45 – 11:45	CCS and the Oil Sands: Shell's Quest Carbon Capture & Storage Project Ian Silk, Shell Canada	Energy Literacy - More informed... more engaged! Jim Martin, Centre for Environment-Economy Learning Steve McIsaac, Inside Education	Lessons Learned in Mutual Aid Cal Towns, NRCAER
12:00 – 1:00	Buffet Lunch		
1:00 – 2:00	KEYNOTE PRESENTATION Searching for a Sustainable Energy Future Patrick Moore, GreenSpirit		
2:00 – 3:00	COMMITMENTS & CLOSING A Video Celebration Dave Savage		



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Issue Summary Report

7.7 ALBERTA RECREATION & PARKS ASSOCIATION CONFERENCE #20111004010

Meeting : October 11, 2011

Meeting Date : 2011/10/11 10:00

Background

The ARPA Conference and Energize Workshop will be held October 27-29, 2011 at Lake Louise. The conference agenda is attached. Registration is \$585.

Councillor Dach would like to attend.

Recommendation

As per Council's wishes.

Additional Information

Originated By : pcorbiere



ARPA CONFERENCE AND ENERGIZE WORKSHOP

Fairmont Chateau Lake Louise
Lake Louise, Alberta
October 27-29 2011
www.arpaonline.ca

RECREATION AND PARKS...
BRINGING
Quality_{TO}Life
2011



**Government
of Alberta**

CONFERENCE

AT-A-GLANCE

2011 ARPA Conference at-a-Glance

Thursday, October 27	Done by 4:00pm	PC1 Positive Youth Development- From Paper to Practice <i>Marion Price & Brenda Whitehead</i>		PC2 Planning for Conservation and Bio-Diversity in Municipalities <i>Chris Manderson, Grant Pearsell & Shari Clare</i>		PC3 Leading with Creative Intention <i>Karen Driedger</i>		PC4 Eco-Energy Workshop <i>Bob Hawkesworth, ARPA Infrastructure Committee & municipal representatives</i>	
	5:00 - 6:00pm	Cocktail Reception							
	6:00 - 8:00pm	Opening Ceremonies Banquet/ Keynote Address <i>In Praise of Slow and the Future of our Children – Carl Honore</i>							
	8:00 – 11:00 pm	Entertainment (Wayne Lee)							
Friday, October 28	7:00 - 8:30am	Breakfast				Energize Breakfast –Bob Hawkesworth (TAME Program)			
	8:30 – 9:30am	Plenary Session – National Recreation Summit Highlights and Learnings – Brian Johnston & Dr. John Crompton							
	9:30 – 9:45am	Transition Break							
	9:45 - 10:45am	A1 The New Canadian Physical Act Guidelines: Research Into Practice <i>Judith Down</i>	A2 Supporting Festivals and Events <i>Benjamin Brackett & Teresa Byrne</i>	A3 Variables and 'Levers' Program and Budget <i>David Hewko</i>	A4 AWE.... No Limits <i>Maggie Thompson & Marlis Eaton</i>	A5 Not Your Parent's Urban Forest <i>Jill-Anne Spence & Jeannette Wheeler</i>	A6 The Rationale for Recreation Services for Youth: An Evidence Based Approach <i>Dr. Peter Witt</i>	A7 The Power and Potential of Recreation in Aboriginal Communities <i>Brenda Herchmer & Janet Naclia</i>	A8 Are We Really Satisfying People's Needs? <i>Dr. Gordon Walker</i>
	10:45am -11:15am	Refreshment Break							
Friday, October 28	11:15am - 12:15pm	B1 Re-Thinking Skate Parks – A New Paradigm for Youth Park Development in the Community <i>Trevor Morgan</i>	B2 Strengthening the Sport and Recreation Connection <i>Don Hunter</i>	B3 Right Field, Right Sport, Right Allocation <i>Graham Jones & Julie Jacks</i>	B4 Recreation, Parks and Quality of Life: Lessons from the Town of Okotoks Social Wellness Framework <i>Marleen Morris & Susan Laurin</i>	B5 Nature in Your Back Yard: Challenges of Natural Areas Operational Management in an Urban Setting <i>Jenna Cross</i>	B6 The Rationale for Recreation Services for Youth: An Evidence Based Approach (cont.) <i>Dr. Peter Witt</i>	B7 The Power and Potential of Recreation in Aboriginal Communities (cont.) <i>Brenda Herchmer & Janet Naclia</i>	B8 The National Recreation Database: Towards Enhanced Functionality & Relevance <i>Agnes Croxford</i>
	12:15pm – 1:30pm	Luncheon							
	1:30 pm - 2:45pm	C1 Issues and Opportunities for Recreation Directors in Small & Medium Sized Communities <i>Brenda Herchmer</i>	C2 Who are Our Catalysts for Culture? Arts in Action in Rural Alberta <i>Panel</i>	C3 Research at the U of A: Lessons for Your Community <i>U of A Research Panel</i>	C4 The Business of Artificial Turf from an Owner's Perspective <i>Tim Ward & Mike Gavan</i>	C5 Building Healthy Communities Requires Thinking Large and Acting Locally <i>Sandy Bugeja</i>	C6 Trends in Active Aging <i>Julie Milinar</i>	C7 Afterschool Recreation – A National Perspective <i>Graham Clyne</i>	C8 Hockey, It Can Be For Everyone <i>Mike Olesen & Scott Robinson</i>
	2:45pm – 3:15pm	Refreshment Break							
	3:15pm - 4:30pm	D1 Issues and Opportunities for Recreation Directors (cont.) <i>Brenda Herchmer</i>	D2 Calgary Recreation Master Plan/Okotoks Culture Master Plan – Processes <i>Karen Sveinunggaard & Dale Fea</i>	D3 Active Canada 20/20: A Physical Activity Change Agenda for Canada <i>Judith Down</i>	D4 The Challenges of Integrated Pest Management in a Park Setting <i>Michael Jenkins</i>	D5 Determining the Economic Impact of Community Recreation Facilities & Programs <i>Dr. Jack Vivian</i>	D6 A Multi-Perspective Examination of the Draft Lower Athabasca Regional Plan <i>Panel Discussion</i>	D7 Using Technology to Help in Delivering Quality Recreation and Parks Opportunities <i>Erik Van den Eyden & Scott Couves</i>	D8 Speed-Dating with ARPA Past Presidents <i>ARPA Past Presidents</i>
Saturday, October 29	4:30pm - 6:30pm	ARPA Program Showcase							
	6:30pm - 10:30pm	Trade Show (50's Diner Theme) - Dinner, Drinks and Networking							
	7:00am - 8:30am	Breakfast							
	8:30am - 9:00am	Plenary Session – Foundations for Delivering Service Excellence – Greg Scott, Elaine Betchinski & Brenda Clarke							
	9:00am – 9:15am	Transition Break							
	9:15 – 10:15 am	E1 Bringing Quality to Life Through Municipal Youth Programming <i>Rob Meckling & Lea Norris</i>	E2 Environmental Literacy: Essential Learning in the Community <i>Kim McCully</i>	E3 Being Smart about Sustainable Design in Your New Facility <i>Mark Hentze & Richard Bolus</i>	E4 Be Inspired to Make a Difference! <i>Keith Pattinson</i>	E5 Meeting Customer Needs: Using Demographics and Other Data to Understand Your Client Base <i>Dr. Jack Vivian</i>	E6 Fulfilling the Promise: Recreation and Parks in Your Community <i>Doug Brimacombe</i>	E7 But I've Never Climbed Everest? Success Notes from a Recovering Small Thinker <i>Michelle Cederberg</i>	E8 Trends and Issues for Recreation and Park Services in the Coming Decade <i>Don Hunter</i>
	10:15am - 12:00pm	ARPA Annual General Meeting							
	12:00pm - 1:30pm	Luncheon - ARPA Volunteer Recognition Awards							
	1:30pm to 2:45pm	F1 Stress Defence: Combat Tips to Move from Stress to Success <i>Michelle Cederberg</i>	F2 Innovative Community Parks Planning <i>Ryan Edwards</i>	F3 Experiential Learning Service Excellence Assessment Tool and Action Plan <i>Brenda Clarke, Greg Scott & Brenda Herchmer</i>	F4 Are you Wired? Using Social Media to Market your Facilities, Programs & Events <i>Brad Linn & Paul Newmarch</i>	F5 Quality Food for a Quality Life <i>Barb Thompson</i>	F6 Take Better Pictures <i>Marlene Hielema</i>	F7 Go Play Outside! Hike in the Lake Louise Area <i>Activity Leaders</i>	F8 ARPA Past Presidents – 60 Years in 60 Minutes <i>ARPA Past Presidents</i>
	2:45pm to 3:15pm	Refreshment Break							
3:15pm to 4:30pm	Closing Keynote Rituals of High Performance® for energy-strapped professionals – Rhonda Victor								
6:00pm Dinner	ARPA Presidents Awards Banquet								
8:00pm to 11:00pm	Duelling Pianos								

1.0 CPLS Credit 1.5 CPLS Credits 4.5 CPLS Credits No Credits



Content Especially Relevant to Energize Delegates



Student Recommended Sessions



Parks Stream Sessions

GREETINGS

ARPA President's Invitation



The 2011 Alberta Recreation and Parks Association (ARPA) Conference and Energize Workshop once again returns to the elegant Fairmont Chateau Lake Louise nestled alongside the stunning waters of Lake Louise. Our conference attracts over 450 delegates and provides a venue where professionals, practitioners, leaders, students, volunteers, and decision makers in the recreation and parks industry in Alberta can come together for three days of learning, energizing and networking.

This year we are celebrating our 60th Anniversary with the theme being "Recreation and Parks... Bringing Quality to Life". Our Organizing Committee is committed to creating an exciting learning environment for personal and professional growth in our industry and will challenge delegates and speakers to embrace the importance of partnering across boundaries and silos as never before to tackle the complex issues that are involved in enhancing Alberta's quality of life.

This year's Organizing Committee has worked diligently to provide an excellent educational program with two dynamic keynote speakers plus over 45 breakout sessions to choose from. The Opening Keynote, Carl Honore, will enlighten us with "In Praise of Slow" while our Closing Keynote Speaker, Rhonda Victoor will share her "Rituals of High Performance© for energy-strapped professionals". This year will also see the addition of two plenary sessions that will provide highlights from two very important undertakings by ARPA. The first will see Brian Johnston and Dr. John Crompton provide highlights and learnings from the National Recreation Summit event that is immediately preceding the Conference. The other plenary session will introduce and inform members to the Service Excellence Program that has been in the works for the past two years.

As always, our social events provide the opportunity for fun, relaxation, and networking. Following the Keynote on Thursday night, world renowned hypnotist Wayne Lee will provide laughs and entertainment. For the trade show on Friday night, we will take a walk back in time to a 50's diner and to celebrate ARPA's 60th Anniversary. Following the President's Banquet on Saturday night, we will wrap things up with a fabulous dueling pianos show and dance.

On behalf of the ARPA Board of Directors and Staff, I welcome all delegates to the Conference and trust that you will find our 60th Anniversary to be a thoroughly enjoyable and rewarding experience.

Terry Welsh
ARPA President

Message from the Honourable Cindy Ady Minister of Tourism, Parks and Recreation



On behalf of Premier Ed Stelmach and the Government of Alberta, I am very pleased to invite you to the 2011 Alberta Recreation and Parks Association Conference and Energize Workshop in beautiful Lake Louise.

This year's theme is Recreation and Parks... Bringing Quality to Life, a theme that calls on all disciplines to come together to improve and enhance the "whole" community.

Bringing together the province's best and brightest from the parks and recreation field is an opportunity to find solutions and break down barriers that will benefit individual and community wellbeing. Your contributions will be invaluable as we work to further enhance the quality of life for all Albertans.

Thank you to the organizers and volunteers for your tremendous efforts in putting on this conference.

All the best for a successful conference!



Cindy Ady
Minister of Tourism, Parks & Recreation

CONFERENCE

OVERVIEW

Recreation and Parks... Bringing Quality to Life

The 2011 ARPA Conference Committee is committed to bringing together a diversity of attendees to discuss and share current and innovative topics, extraordinary techniques and unique practices. This year ARPA is celebrating 60 years as a strong focused provincial organization - our theme and our history will no doubt lend itself to an incredible educational event... and recollections.

The Conference aims to provide a focal point for individuals and organizations to come together as we seek to create a more sustainable future. Of particular interest are sessions that address the big shifts in thinking that will lead to innovative and transformational action. Recreation & parks can play a more vital role in creating an Alberta we can be both proud of and would want to bequeath to generations to come.

To achieve quality of life for all, we need to partner across boundaries as never before to tackle the complex issues that are involved in enhancing Alberta's quality of life. The 2011 Conference Program calls on all disciplines that share a passion for improving and enhancing "whole" community and individual citizen growth and development.

The conference theme reminds us ultimately that "quality of life" is an outcome we all share. Think of the work towards enhancing the quality of life in Alberta as one big puzzle. Working alone, holding only some of the puzzle pieces, we may never see the big picture. By working together we have a greater impact on those citizens and communities we work with and support.

Energize Workshop

The Energize workshop and ARPA Conference will focus on a solid program for elected and appointed officials that will combine learning from our history with the sharing of current practices and create the recreation and park opportunities we want for our communities in the future. This year, ARPA, Alberta Tourism, Parks and Recreation and the Alberta Sport, Recreation, Parks and Wildlife Foundation are celebrating 17 years of partnership between the ARPA Conference and the Energize Workshop. The program was integrated into the conference in 1995 through a partnership between Alberta Community Development (ACD) and the ARPA; it has thrived and is now a key component of our concurrent sessions. The Conference Planning Committee and the Energize Advisory Committee have put together a program that will engage Municipal Councilors, volunteer board members and practitioners to look at the possibilities and new ideas that can be brought to their communities. It also provides us with the opportunity to recognize four Albertans who have made significant contributions to the development of recreation in their communities through the Recreation Volunteer Recognition Awards, and to recognize individuals through the ARPA awards.

Energize Breakfast – Friday, October 28th at 7:30 AM



Join former AUMA President Bob Hawkesworth as he introduces and discusses the new Taking Action to Manage Energy (TAME) Buildings Initiative being introduced by the Municipal Climate Change Action Centre (MCCAC). Bob will provide an overview of the TAME Buildings Initiative which offers municipalities reports on facility energy use and matching grants for professional energy assessments. The program aims to spur the retrofit of municipally-owned facilities to improve energy performance and to save operating costs.

PRE-CONFERENCE WORKSHOPS

PCI - Positive Youth Development: From Paper to Practice

Thursday October 27th, 2011

10:00 a.m. to 4:00 p.m.

In this full-day session, you will receive training to enable you to deliver the full-day workshop called Positive Youth Development: From Paper to Practice. This session is particularly suited to those with previous training and youth-work experience. The workshop includes information and activities on positive youth development, adult-youth partnerships, resiliency, the 5 Cs, and more. Created by Parks and Recreation Ontario, 8 trainers have presents this workshop to more than 700 recreation, public health, community agency, education and sports staff in 25 Ontario communities. Individuals from across the country are encouraged to take this training and bring the power of Positive Youth Development to your local and provincial community.

Session Speakers: Marion Price & Brenda Whitehead



PC2 - Planning for Conservation and Bio-diversity in Municipalities

Thursday October 27th, 2011

10:00 a.m. to 4:00 p.m.

The workshop will focus on planning for the conservation of natural areas and biodiversity in municipalities. It will provide an overview of relevant concepts in planning and conservation design, legislation, tools and case studies. Topics to be covered include:

- Principles of conservation planning – ecosystems, landscape ecology, basic concepts
- Why should municipalities do conservation planning?
- Planning legislation and policy – how land use planning works for and against conservation planning. Overview of relevant legislation (MGA, ALSA, Water Act)
- Planning for Parks in Alberta – How do you put all this together
- Tools for conservation and management – Inventory, monitoring, policy development, Biodiversity programs (e.g. LAB)
- Case studies and examples

Session Speakers: Chris Manderson, Grant Pearsell, and Shari Clare

PC3 - Leading with Creative Intention

Thursday October 27th, 2011

10:00 a.m. to 4:00 p.m.

As recreation professionals we know the benefits and implications of our contributions. As leaders we have the opportunity to be strategic catalysts that challenge, change and optimize advocacy and action. Collectively we are empowered and our nature provides a safe place for others to rise up like acorns cracking open in the heat of a roaring forest fire, we celebrate growth and success, and we continually evolve. Globally we are moving into a world that requires heightened awareness, complexity of thought and creativity in leadership. By using an intentional, experiential approach, we will amplify our leadership impact. Explore leadership with creative intention by using processes that prepare us, opening the floodgates to our existing ingenuity. We will play with proven strategies and experiment with techniques that direct practical, immediate action, analysis and synthesis. An intentional focus on resourceful, imaginative leadership sets us apart, a revolution is underway, and we are leading it! Let's prepare.

Session Speakers: Karen Driedger



PC4 - Eco-Energy Workshop

Thursday October 27th, 2011

10:00 a.m. to 4:00 p.m.

This workshop will provide participants with all of the information, research, case studies, tips and practical tools to return to their communities and implement an energy efficiency plan for their community recreation facility infrastructure. The workshop will begin with an introduction and overview of the new Taking Action to Manage Energy (TAME) Buildings Initiative being introduced by the Municipal Climate Change Action Centre (MCCAC). Bob Hawkesworth will be on hand to provide the overview of the TAME Buildings Initiative which offers municipalities reports on facility energy use and matching grants for professional energy assessments. The program aims to spur the retrofit of municipally-owned facilities to improve energy performance and to save operating costs.

The afternoon will provide both technical and practical presentations on how to begin implementing energy efficient policies, practices and technologies, as well as reviewing several case studies from facility managers from across the province as to what energy efficiency implementations worked best (and also some that did not work out as planned).

Session Speakers: Bob Hawkesworth (AUMA); ARPA Infrastructure Committee Members and municipal representatives

KEYNOTE SPEAKERS

Carl Honore – In Praise of Slow and the Future of our Children **Thursday, October 27 6:00 P.M. - 8:00 P.M.**



The world is stuck in fast-forward and paying a heavy price for it. When every moment is a race against the clock, when we forget how to slow down, everyone suffers, especially children. But there is an alternative to today's roadrunner culture. It's called the Slow movement. Slowing down at the right moments, making time for leisure and recreation, can bring more depth, pleasure and meaning to our lives. It can make us more efficient and creative. It can also help us give the next generation a childhood worthy of the name. By unleashing our inner tortoise, we can all work, play and live better.

Carl Honoré is an award-winning journalist and author originally from Edmonton. After studying History and Italian at Edinburgh University, he worked with street children in Brazil. He has covered Europe and South America for the Economist, Observer, National Post and Time Magazine. His first book, *In Praise of Slow*, examines our compulsion to hurry and chronicles a global trend toward putting on the brakes. The Financial Times said it is "to the Slow Movement what Das Kapital is to communism." His second book, *Under Pressure*, explores the good and bad of modern child rearing. His books have been translated into more than 30 languages and landed on bestseller lists

in many countries. Newsweek described Carl as "an international spokesman for the concept of leisure." The Wall Street Journal hailed him as "an in-demand spokesman on slowness." Huffington Post labelled him "the godfather of the Slow movement." Carl lives in London, England with his wife and their two children.

Plenary Session – National Recreation Summit Highlights and Learnings **Friday, October 28 8:30 A.M. - 9:30 A.M.**

Please join us as National Recreation Summit Conveners Brian Johnston and Dr. John Crompton provide highlights and learnings from this important watershed event. This plenary will overview the Summit process and discussions and more importantly provide an overview of noteworthy preliminary Summit outcomes and perceptions that will have relevance to Alberta's recreation and parks sector and its practitioners. Learn firsthand... right out of the gate what occurred through the National Recreation Summit.

Speakers: Brian Johnston & Dr. John Crompton

KEYNOTE SPEAKERS

Rhonda Victoor – Rituals of High Performance® for energy-strapped professionals

Saturday, October 29 3:15 P.M. - 4:30 P.M.

What do most of us really want? Greater success and satisfaction in work and life. True high performers achieve those things with ease. Not because they have special talents or more will power. But because they practise the rituals of high performance.

In this gem-filled keynote Rhonda Victoor will coach us in the rituals we need to be wildly effective and deeply satisfied [what high performance is really all about]. In this program we will be inspired to:

- Build rapport faster and deepen connections at work and at home: entrench rituals of relationships
- Examine where our energy for action is at and exactly how to boost it: create rituals of energy
- Stop tiny-tasking and get clear on true priorities: build rituals of focus

Each one of us will leave with a new, customized ritual that will propel us toward true high performance!

Rhonda Victoor is an expert in the rituals of high performance. It was those rituals that lead her to become the World Effective Speaking Champion after winning competitions in Ecuador (while pregnant) and Japan (only 2 weeks after giving birth to her first child). For the past decade she's coached professionals across Europe, North and South America. When they apply these rituals her clients become wildly effective and deeply satisfied, true signs of high performance.



Plenary Session – Foundations for Delivering Service Excellence

Saturday, October 29 8:30 A.M. - 9:30 A.M.

This plenary session will provide an overview of ARPA's new Service Excellence Program (SEP). SEP is a comprehensive system with practical tools to support organizational assessment and development, recognize best practices, and advocate for outstanding contribution of our parks, recreation, arts, culture, sports, fitness and community building services. The increasing economic and fiscal squeeze demands that we prove our value and worth with taxpayers and funders. This program shows how this field's 10 Core Competencies, 88 Practice Guidelines and over 550 Quality/Quantity Indicators PROVES and validates our organizational ability and valuable return on investment. SEP provides a credible and consistent foundation for our planning, budgeting and organizational development strategies.

Speakers: Greg Scott, Elaine Betchinski & Brenda Clarke

SESSION A

FRIDAY, OCTOBER 28

9:45 A.M. to 10:45 A.M.



A1 - The New Canadian Physical Activity Guidelines - Research into Practice

Speaker: Judith Down

In 2011 there was a convergence of important events in the world of physical activity promotion in Canada. The Canadian Health Measures Survey shocked us with the low proportion of people who are active enough to get health benefits. Canadians of all ages who are overweight or obese increased to alarming levels. The Canadian Physical Activity Guidelines and the Canadian Sedentary Guidelines for Children and Youth were released. This session will inform participants of the key developments in physical activity research and resources that they will want to be aware of in their practice.

A2 - Supporting Festivals and Events

Speaker: Benjamin Brackett & Theresa Byren

Supporting events that impact internal and external partners can be a difficult task for any community. With the approval of a Festival and Event Policy, Calgary has been able to establish an Event Management Strategy that is unique in North America. In this session the event management process implemented by the City of Calgary will be reviewed and crucial steps will be highlighted. By identifying processes for obtaining approvals from civic and provincial partners, as well as outlining communication and documentation processes, this session will provide information that can be implemented by communities regardless of size or geography.

Energize



A3 - Variables and 'Levers' – Program and Budget

Speaker: David Hewko

Realizing appropriate, affordable and quality new recreation facilities aren't mutually exclusive goals. If the planning process is non-linear and dynamic, there is greater opportunity for lateral-thinking and re-calibrating expectations to ensure a project lands on a credible track and stays there. This presentation will focus on programming and budget: the scale-ability of either or both; the due diligence necessary to accurately estimate demand and space; and, identifying strategies for maximizing revenues and usage, while minimizing expenditures and capital costs.

Energize



A4 - AWE...No Limits

Speaker: Maggie Thompson & Marlis Eaton

AWE...No Limits. Provoking imaginative collaboration and innovative action. Opening in June 2011, the Environment Education Ethics Centre is a LEEDS building located within a constructed wetland. It houses 5 staff who work from the premise that 'all education is environmental education' (D Orr). Our goal is to challenge visitors of all ages to look --- from

as many angles as they can, to wonder and to question the ethics and sustainability of choices made, and the impacts of those choices. This session outlines the practical operation/application of facility, program and principles -- from design to implementation.



A5 - Not Your Parent's Urban Forest

Speakers: Jill-Anne Spence & Jeannette Wheeler

This joint speaker session will highlight and introduce participants to arboricultural related industry standards and specifications. In addition, best management practices (BMPs) will be included that can help ensure a healthy tree canopy. Topics such as such how to appropriately plant trees will be discussed along with examples of new innovative tree planting projects that challenge how trees can be planted in the urban landscape. Also introduced, will be the "Clean Plants" program that works towards limiting the movement of pests and diseases of plant material within the landscape nursery industry.

A6 - The Rationale for Recreation Services for Youth: An Evidenced Based Approach (Double Session: A6 & B6)

Speaker: Dr. Peter Witt

Join Dr. Peter Witt, the Bradberry Recreation and Youth Development Chair at Texas A & M University as he reviews his latest publication and discusses the ways Parks and Recreation Departments can be critical partners in positive youth development efforts. Youth are valuable resources to invest in and not problems to be solved. Park and recreation departments are ideally situated to supply the supports, opportunities, programs, and services to facilitate adolescents' development into healthy and fully functioning adults. Opportunities for idea sharing and questions.

A7 - The Power and Potential of Recreation in Aboriginal Communities (Double Session: A7 & B7)

Speaker: Brenda Herchmer & Janet Naclia

This session will be of interest to anyone who sees the value, power, and potential of recreation, sports, arts, culture and heritage in bringing quality of life to Aboriginal communities. During this half day, interactive session, participants will share and learn more about innovative programs and initiatives that are taking place in aboriginal communities and spend time working collaboratively to design strategies for strengthening existing services, programs and facilities.

A8 - Are We Really Satisfying People's Needs?

Speaker: Dr. Gordon Walker

In the same way we have to "know our ABC's" to be literate, we also have to "know our ABC's" — in this case, the needs for autonomy, belonging, and competence — to understand leisure behaviour. Research suggests, for example, that these three needs are satisfied more during leisure than during any other time (e.g., paid work). Research also suggests that how we structure and deliver recreation programs and services can affect whether our clients' needs are satisfied; and this can have both short-term (e.g., return rates) and long-term (e.g., quality of life) consequences. Simply stated, this session hopes to satisfy your need to understand and satisfy your clients' needs.

SESSION B

FRIDAY, OCTOBER 28

11:15 A.M. to 12:15 P.M.

Energize



B1 - Rethinking Skateparks - A New Paradigm for Youth Park Development in the Community **Speaker: Trevor Morgan**

With a movement for greater integration of youth culture and contemporary activities into mainstream society and public spaces, the approach to municipal skateparks/youth parks is changing. The days of the stereotypical 'concrete square' are quickly coming to an end as a new generation of increasingly holistic designs respond to more than purely function. Explore with internationally respected skatepark development consultant, Trevor Morgan, how emerging trends within the sports of skateboarding, inline skating and BMX are influencing modern youth park design and construction, maintenance/operations, risk management strategy and facility programming initiatives.

B2 - Strengthening the Sport and Recreation Connection **Speaker: Don Hunter**

The relationship between public sector recreation and organized sport has been explored recently at the CPRA National Strategy Dialogue in May and then at the National Recreation Summit just prior to this ARPA Annual Conference. This session explores the relationship at the national, provincial-territorial, and community levels beginning with the Canadian Sport Policy and the National Recreation Statement. The focus of the session is on how collaboration between the sectors can be improved in a practical way, especially at the community level.

B3 - Sport Field Allocation

Speaker: Graham Jones & Julie Jacks

A presentation on how the City of Calgary successfully created and implemented a new sport field allocation procedure through thorough engagement and consultation with sport user groups, Calgary Sport Council, internal stakeholders. This new procedure has proven successful by ensuring a fair and equitable system for all. In its first year the new system helped the City identify thousands of hours per week of improperly booked time resulting in tens of thousands of dollars being added to sport field revenue.

Energize



B4 - Recreation, Parks and Quality of Life: Lessons from the Town of Okotoks Social Wellness Framework **Speaker: Marleen Morris & Susan Laurin**

As part of its commitment to a sustainable future, the Town of Okotoks recently completed a process that resulted in recommendations, a framework, and a set of decision-making tools for enhancing the quality of life in the community. In this conference session, the presenters will outline what they

learned about the role of recreation and parks in creating community wellness, the partnerships with other community organizations that can foster sustainable community wellness, and the indicators the Town can use to measure progress in this area.



B5 - Nature in Your Backyard: Challenges of Natural Areas Operational Management in an Urban Setting **Speaker: Jenna Cross**

This session will highlight the activities that contribute to the maintenance of Natural Areas in an urban setting. Various parks will be highlighted that represent the classifications as outlined in the Natural Areas Management Plan (Parks and Recreation 1994). In addition, challenges faced when dealing with an ever increasing user group and limited park space will be discussed. Finally, our present management styles will be discussed along with the goals and objectives that Natural Areas Operations have for the future and how we are working towards these goals.

B6 - The Rationale for Recreation Services for Youth: An Evidenced Based Approach **Speaker: Dr. Peter Witt**

Session continued from A6.

B7 - The Power and Potential of Recreation in Aboriginal Communities **Speaker: Brenda Herchmer & Janet Naclia**

Session continued from A7.

B8 - The National Recreation Database: Towards Enhanced Functionality & Relevance **Speaker: Agnes Croxford**

Under development for 15 years, this national resource has become an indispensable tool for practitioners, educators, students, researchers and consultants. As the home of the leisure sector's 'grey literature', it contains more than 10,000 practical resources (policies, procedures, training materials etc.) available free of charge. The value of resources downloaded annually is estimated at over \$2 million.

SESSION C

FRIDAY, OCTOBER 28

1:30 P.M. to 2:45 P.M.



C1 - Issues and Opportunities for Recreation Directors in Small and Medium Sized Communities (Double Session: C1 & D1)

Speaker: Brenda Herchmer

Recreation Directors and Senior Staff in small and medium sized communities face unique challenges in juggling their many roles and responsibilities in bringing quality to life via their services, programs, facilities and events within recreation, parks, sport, arts, culture and heritage settings. This session will explore issues and opportunities for working together to share and learn more about existing and potential initiatives and services. As a value-added feature this interactive session will be facilitated using an innovative facilitative technique called Open Space Technology that participants will leave being able to use and apply within their own organizational settings.

C2 - Who are our Catalysts for Culture? Arts in Action in Rural Alberta

Speaker: Panel

Moderator: Janet Naclia, ACE Communities Creative Cultural Liaison

Whose responsibility is it to foster the arts, culture, and heritage in our communities? The municipality, service organizations, the engaged citizen, or perhaps a combination? This session will demonstrate the importance of a thriving creative economy as well as how Alberta communities are making it a reality. A panel of presenters will share their stories of they are growing the arts, cultural capacity, or heritage-related activities in their community. They will touch on examples of what's being done, the impact and benefits it's bringing to their community, their learnings, and potential resources. Each speaker will present their story as a speed talk presented using a technique called "Pecha Kucha" which will be followed by a panel discussion.

C3 - Research at the U of A: Lessons for Your Community Fostering environmental stewardship in your municipality: A case study of Edmonton's Master Naturalist program

Speaker: Dr. Elizabeth Halpenny

Partnering citizen volunteers with local government and NGO environmental programs is a win-win solution to the challenges that urban and rural green space managers face. This presentation will describe the challenges and opportunities presented by this program and will suggest ways that this program can be adopted in your municipality.

Learning Holidays and Nature at the Banff School of Fine Arts

Speaker: Dr. PearlAnn Reichwein & Karen Wall

The Banff School of Fine Arts has a rich history of offering "learning holidays" in the Rockies. Implications for community development will be highlighted in terms of culture, education, tourism, and parks in Alberta along with the interrelationships of federal, provincial, and local stakeholders.

Immigration, Leisure, and Acculturative Stress: Practical Implications Based on a Study of Chinese-Albertans.

Speaker: Dr. Gordon Walker, Dr. Liz Halpenny and Dr. Jinyang Deng

The visible minority population in Canada is projected to increase from 16% in 2006 to 31% in 2031. The second largest visible minority is Chinese, with nearly three-quarters of this group being immigrants. Immigrants often face considerable stress during

the acculturation process, including language difficulties, perceived discrimination, not feeling they belong, and nostalgia for people and places in their country of origin. In this presentation these study results are briefly discussed, and implications for recreation programming, planning, and service provision are described in detail.



C4 - The Business Of Artificial Turf From an Owners Perspective

Speaker: Tim Ward & Mike Gavan

From an owner/operator perspective, the session is a comprehensive look at dimensions to be considered, and when, in the process of purchasing and maintaining artificial turf. Unlike information provided by the artificial turf industry, this objective approach to artificial turf information allows organizations to strategically make informed decisions which minimize or eliminate costly consultant participation.

Energize



C5 - Building Healthy Communities Requires Thinking Large and Acting Locally

Speaker: Sandy Bugeja

The Alberta Urban Municipalities Association (AUMA) represents 277 municipalities, large and small, across the province. One of the Association's goals is to help build healthy, safe, and caring communities that are sustainable in the long run. AUMA helps member municipalities through a number of initiatives that approach community health by addressing the interconnections between various aspects of health and wellness as well as the interconnections between governments and stakeholders. AUMA asks its members to take local steps towards a better, healthier, and more vibrant future. This session will provide an overview of some of AUMA's key health-related work.

C6 - Trends in Active Aging

Speaker: Julie Milner

Population aging is creating a tidal wave of change within many industries, governments, communities, businesses and families. What impact are these sweeping changes having on the our industry? And, how can you profit from them? By attending this forward-thinking session, you will learn about how the accumulation effect and the latest research in population aging is changing the way we age, driving the global active-aging movement to unprecedented heights. You will also learn what trends are occurring because of these changes, and how they are putting an end to aging as we know it.

Energize



C7 - Afterschool Recreation – A National Perspective

Speaker: Graham Clyde

Across Canada there has been growing interest and considerable new investments made in the development of After School programs. As a platform that allows multiple partners to participate, recreation service providers are embracing After School programs as a great fit with their mission and mandates. With eight provinces and territories already investing in After School, the opportunity to position physical activity and recreation is large – but not without significant challenges. Graham will share what's happening across Canada in After School development, presenting the key issues and some practical strategies to help recreation organizations get better engaged.

C8 - Hockey, It can be for Everyone

Speaker: Mike Olesen & Scott Robinson

Hockey is a sport that is often viewed as one that is exclusive and challenging to access. Hockey Alberta has identified the ability for participants of all ages to more easily access the game as a strategic priority over the next 3-5 years. This session is intended to bring awareness to communities in Alberta on where our Provincial Sport Association is taking the game in order for them to run programs that foster health, increase community involvement, and realize capacity.

SESSION D

FRIDAY, OCTOBER 28

3:15 P.M. to 4:30 P.M.

D1 - Issues and Opportunities for Recreation Directors in Small and Medium Sized Communities

Speaker: Brenda Herchmer

Session continued from C1.

Energize



D2 - Calgary Recreation Master Plan / Okotoks Culture Master Plan - Processes

Speaker: Karen Sveinunggaard & Dale Fea

The City of Calgary's Recreation Master Plan outlines a dynamic vision for an active, creative and vibrant Calgary, and a new strategic direction for the Recreation business unit. Developed concurrently with a new municipal development plan, recreation is embedded into The City's long term planning process as a component of complete communities.

Cultural resources play a key role in enhancing the sense of place, quality of life and local creative economy. The Town of Okotoks Culture, Heritage and Arts Master Plan (CHAMP) outlines a vibrant strategic directions and action plan to guide cultural development to the next level of excellence and enhance the quality of life. Find out how Okotoks embarked on creating CHAMP, including the process and the outcomes.

D3 - Active Canada 20/20: A Physical Activity Change Agenda for Canada

Speaker: Judith Down

Active Canada 20/20 is the response from leaders in the field of active living to an urgent need to increase physical activity and reduce sedentary living. Eighty-five percent of adults and 93% of Canadian kids are not active enough for long term good health and well-being. Active Canada 20/20 provides a change agenda describing what Canada must do to increase physical activity and reduce sedentary behavior. There are over 3700 communities in Canada where 34 million of us live. Active Canada 20/20 is designed to impact every community and every Canadian.



D4 - The Challenges of Integrated Pest Management in a Parks Setting

Speaker: Mike Jenkins

Urban forests and city parks present a variety of unusual and unique challenges when it comes to managing pest populations. Man-made environments & introduced species create an environment ideal for outbreaks in areas where there is high demand for access and potential risks for public exposure. Unique events often create their own unique challenges as well. Mike Jenkins presents some of challenges, techniques and results from the City of Edmonton's experiences.

Energize



D5 - Determining the Economic Impact of Community Recreation Facilities and Programs

Speaker: Dr. Jack Vivian

Recreation professionals are oftentimes called upon to justify their programs and facilities, especially when tax levies are under consideration and when the community is having trouble meeting their budgets. Some pundits think recreation,

skating, hockey and leisure activities are non-essential services and can be cut back or discontinued during these periods.

Recreation professionals need to be well versed in the benefits of their programs to the wellness of their community and the tremendous economic impact the facilities and programs have on the community.

Energize



D6 - A Multi-Perspective Examination of the Draft Lower Athabasca Regional Plan

Speaker: Justin Ellis, Tim Burton, Crystal Damer,

Municipal Recreation and Parks Representative

Interested in planning the future of recreation and parks in Alberta? Do you understand the fundamental connection between regional land use planning and a robust and effective regional recreation and parks sectors? If you answered yes to either of the above, you are encouraged to join an invigorating panel of Government of Alberta Land Use Framework leaders, municipal planners, parks and recreation planning professionals, and academics as they explore the ins and outs of the Government of Alberta's Draft Lower Athabasca Regional Plan and its proposed direction and priorities for the region's recreation and parks sector.

D7 - Using Technology to Help Deliver Quality Recreation and Park Opportunities

Speaker: Erik Van den Eyden and Scott Couves

Technology can be used to better understand an individuals' needs and as a way to connect those individuals to recreation and park opportunities. The Class software is one technology that does both. Join the City of Calgary and Strathcona County as they show how they use Class as a tool to better understand their community and how that leads to improved recreation and parks opportunities.



D8 - Speed Dating with ARPA Past Presidents

Speaker: ARPA Past Presidents

You've heard of speed-dating to get a date....well this is speed-dating for students to launch your career!

Since most Past Presidents are not familiar with texting, tweeting, or Facebook, students are invited to join us for some speed-dating – this is an in-your-face, real time, personal interaction with several ARPA Past Presidents. We look forward to sharing our experience, knowledge, and advice on how to have a successful career in recreation and parks!

This session is for students who are seeking answers, direction, and guidance from ARPA Past Presidents regarding areas of interest to students.

SESSION E

SATURDAY, OCTOBER 29

9:15 A.M. to 10:15 A.M.

E1 - Bringing Quality to Life through Municipal Youth Programming

Speaker: Rob Meckling & Lea Norris

This (inter)active session will provide practical ideas and tools to help municipalities integrate “fun” learning of fundamental movement skills into their programs by allowing participants to try out various sports in a non-judgemental environment. You will return to the office on Monday inspired and ready to use the following tools: - Scanning tool to assess your current programs in relation to CS4L/physical literacy - Quick and easy ‘Recipes’ for physical literacy, ideas on how to collaborate with facilities, minor sport groups and how to make use of built and unbuilt spaces.



E2 - Environmental Literacy: Essential Learning in the Community

Speaker: Kim McCully

Research tells us that children need natural places for more than just play. In today's world, children have fewer and fewer opportunities to discover and learn in natural settings. This session will discuss this innovative, award-winning program that gives teachers the opportunity to move their classroom to the Inglewood Bird Sanctuary or Ralph Klein Park for a week of powerful learning in a natural environment. Students and teachers who participate in Campus Calgary's Nature School or Encana Eco Action School are given the opportunity to connect with their communities in ways that many adults never have.

Energize



E3 - Being Smart about Sustainable Design in your New Facility

Speaker: Mark Hentze & Richard Bolus

This presentation will provide recreation professionals with an overview of how sustainable design objectives can be evaluated, and help suggest what are appropriate options for your project. Focus will be on evaluating the LEEDGreen system relative to recreation facilities. Alternate systems such as Living Building Challenge, n Globes, as well as “shadowing” processes will also be compared.

E4 - Be Inspired to Make a Difference!

Speaker: Keith Pattinson

Join the Canadian Master Story Teller Keith Pattinson as he talks about children, teens, families and communities. Keith will discuss how important our words and our actions are when it comes to how we can make a positive difference in the lives of children teens and families in our communities. His stories will inspire and encourage you to see what is right with young people and how catching them doing the right thing has such power!

E5 - Meeting Customer Needs: Using Demographics and Other Data to Understand You Clients

Speaker: Dr. Jack Vivian

Customer retention and customer service are buzz words often used in the recreation and parks industry to measure the wants, needs and expectations of participants. Those that attend this presentation will learn other ways such as, the use of the internet to capture demographic and psychographic information, how to use that data and other mediums to keep abreast of the ever changing reasons people participate in recreation and sport. Understanding the client base will enable recreation professionals to be out in front, on the cutting edge of what people want in their programs.

Energize



E6 - Fulfilling the Promise: Recreation and Parks in Your Community

Speaker: Doug Brimacombe

During the past quarter century, the “potential” benefits associated with recreation and parks have been well documented through the cataloguing of research evidence. Ironically, during this same period we have experienced a steady decline in the percentage of our citizens who are deriving the benefits. If our communities are to fully realize the promise inherent in the investment of public funds for recreation and parks services, practitioners and political leaders must focus upon the issue and provide the necessary leadership. This session will address this growing challenge and will offer a number of specific actions for consideration.

E7 - But I've Never Climbed Everest!? Success Notes from a Recovering Small Thinker

Speaker: Michelle Cederberg

Success is a personal journey that shouldn't be measured against the accomplishments of others. You are meant to be whatever you dream of becoming regardless of what those around you might think, or the barriers that you have put up for yourself. Michelle defines ‘the small thinker’ using humorous personal examples, and then helps you ‘Find Your Own Everest’ through practical ‘start small’ strategies. You'll relate to the stories of her day-to-day struggles, and laugh at her honest look at fear, motivation, and in the end...empowerment. The most accomplished world adventurers, company CEO's, artists, writers, and entrepreneurs all started small... so what's stopping you?

E8 - Trends and Issues for Recreation and Park Services in the Coming Decade

Speaker: Don Hunter

As the field moves toward 2020, there will be a number of trends that will influence how the future unfolds, as well as key issues that will need to be addressed. This session will examine trends and issues in terms of their potential implications on how we plan, develop and manage recreation and parks services. Our ability to recognize and cope with change will be vital in making our field increasingly relevant to the quality of life in our communities and the wellbeing of Albertans.

SESSION F

SATURDAY, OCTOBER 29

1:30 P.M. to 2:45 P.M.

F1 - Stress Defense: Combat Tips to Move from Stress to Success

Speaker: Michelle Cederberg

It is estimated that 50-75% of all people who visit a doctor do so for psychosomatic disorders - illnesses that originate in the mind and manifest in physical ailments. Stress is a leading cause! We're so used to living with stress that it doesn't occur to us that we don't have to! Join Michelle as she presents her viewpoints on the physical impact of stress on the body, how we create needless stress for ourselves, and what we can do to minimize it.



F2 - Innovative Community Based Park Planning

Speaker: Ryan Edwards

The Eagle Point-Blue Rapids Parks Council is a unique, non-profit organization that utilizes a creative and innovative approach towards community-based park and recreation planning, funding and management. The Parks Council is a unique model of collaboration and the first of its kind for Alberta Tourism, Parks and Recreation and one that exemplifies a consensus-based approach to decision making. The Parks Council and its sixteen member Board of Directors work in collaboration with the Government of Alberta addressing conflicting land-uses and balancing these with social, environmental and economic impacts along the Drayton Valley/Brazeau County portion of the North Saskatchewan River Valley.



F3 - Experiential Learning in Service Excellence Assessment Tool and Action Plan - JUST DO IT! - Testing to Tool...

Speaker: Brenda Clark, Greg Scott & Brenda Herchmer

This session will provide delegates with a 'hands on' experience of the skills and knowledge with the Service Excellence Program (SEP). Try out SEP in a one hour quick experiential test using the 7 point rating scale for ALL 88 practice guidelines. Participants will also have the choice to assess/rate the Organizational Core Competencies plus one or more of the specialized functional areas - Programs, Facilities, Parks and Community Building. This session will also take a brief look at the follow up 'Organizational Development Action Plan' and highlight Next Steps for this Service Excellence Program over the next year.

F4 - Are you Wired? Using Social Media to Market your Facilities, Programs and Events

Speaker: Paul Newmarch & Brad Linn

From The City of Calgary's first tentative steps into social media more than three years ago to a social media presence that includes 5 YouTube channels, 3 blogs, 6 Twitter accounts and

9 Facebook pages, they've come a long way. Join two key members of The City's social media team as they discuss how they crafted their social media strategies, how they created their social media guidelines for internal stakeholders, best bets for policies around what warrants a social media presence, and what they've learned along the way.

F5 - Quality Food for a Quality Life

Speaker: Barb Thompson

This 75 minute, classroom style lecture will address the following points, and answer questions about what a S.A.D diet is and how it affects our health, what quality food is, where we can find the most nutrient dense food and how it affects our health, as well about how to get families educated and excited about making healthy food choices.

F6 - Take Better Pictures

Speaker: Marleen Hielema

In this hands-on workshop Marlene will teach you the four most important settings on your digital camera. You'll learn about exposure and how you can fix it without knowing a thing about f-stops or shutter speeds. Marlene will also cover composition in photography and some important things about light. You'll start taking better pictures the moment you leave the room. Don't forget to bring your camera!

F7 - Go Play Outside! Hike in the Lake Louise Area

Speaker: Activity Leaders

It's time to practice what we preach! Get outside and go for a hike around the beautiful surroundings that Lake Louise offers up. Various walks and hikes will be available from a short stroll near the Lake, to longer hikes to viewpoints in the area.

F8 - 60 years in 60 Minutes

Speaker: ARPA Past Presidents

In the early 1950s, the forefathers of ARPA planted a seed. JH Ross, Maury Van Vliet, W Garnett, John Farina, and AV Pettigrew were the original 5 Past-Presidents. Their contributions laid the foundation for what is now the Alberta Recreation and Parks Association. We can be proud of the long history of our Association. In this session we will celebrate ARPA's involvement in the development of recreation and parks in the province and how those events of the past have shaped ARPA to its present form. While its roots were firmly planted in the early 1950's, today, ARPA's leadership has led to its prominence in the recreation and parks field in Canada. Several ARPA Past-Presidents representing key periods of time in ARPA's history will be speaking to the milestones, events, and evolution of recreation and parks in the province and the role ARPA had in its development.

SPEAKER BIOS



Elaine Betchinski

Elaine Betchinski has worked with the City of Edmonton for more than 22 years in the areas of parks planning, community and program development, sport facility development and policy and research. She is currently the Director of Communities of Interest in the Community Services Department. Elaine earned a Masters Degree in Recreation Administration from the University of Alberta and completed the Public Executive Program at Queens University in 2009.

Richard Bolus

A senior partner at CEI Architecture, Richard is a trained public facilitator and LEED AP who provides high-level leadership in considering sustainable design opportunities for CEI projects. He has been involved in numerous recreation projects and is currently part of CEI's "Living Building Challenge" project at Okanagan College in Penticton, BC.

Benjamin Brackett

Benjamin has a Bachelor of Recreation and Sport Studies (Kinesiology) from the University of New Brunswick. Ben has worked for the City of Calgary for four years. His role in Events Management has him supervise the approval of numerous Civic Events each year, as well as producing National and International events.

Doug Brimacombe

Doug is a native Albertan. He is presently engaged in a unique tripartite partnership between ARPA, Ministry of Alberta Tourism, Parks and Recreation, and Faculty of Physical Education and Recreation at the University of Alberta. Doug holds a Bachelor of Physical Education from U of A and Master of Science in Recreation and Parks Management from the University of Oregon. He is also a proud grandpa!

Sandy Bugeja

Sandy Bugeja joined the Alberta Urban Municipalities Association (AUMA) in 2009 and is the secretariat for the Safe and Healthy Communities Standing Committee which helps guide the AUMA Board on issues such as emergency services, housing/homelessness, healthy communities, parks and recreation, social and cultural programs, and more.

Teresa Byrne

Teresa Byrne joined the City of Calgary, Arts + Culture in 1992. Here she's seen success in developing and supporting the delivery of hundreds of festivals and events. Highlights include: 2009 Grey Cup, Olympic / Paralympics' Salute, and WorldSkills Calgary 2009. Her latest adventure - Project Manager for Recreation 2012 Centennial Celebrations which brings Recreation to the center stage of Calgary in 2012.

Michelle Cederberg

Michelle Cederberg leads the industry for life balance, health, and stress management programs and resources that actually conquer procrastination, fatigue and low motivation. She has built her career as a college educator, personal trainer, author, entrepreneur and life coach.

Brenda Clarke, RETHINK (West) Inc.

Brenda has degrees in human resource development (MEd), honours in business administration and recreation and university certificates in management, leadership & marketing. Her favorite certificate is a 3 year Gestalt Therapy Diploma with the Gestalt Institute of Toronto. Over the past 40 years Brenda has specialized in governance, community leadership, strategic planning, performance management and organizational change using a strong focus on foresight, outcomes, systems and entrepreneurial thinking.

Shari Clare

Shari Clare is a PhD student at the University of Alberta, with a focus on Conservation Biology. Her research area is on Wetland Loss in Alberta: Identifying successes, barriers, and unintended outcomes of public policy.

Graham R. Clyne, MA

Graham has worked for over 20 years in the Public and Non-Profit sectors in a number of capacities including time spent as a funder, community developer, researcher, evaluator and senior volunteer. Graham has led numerous research, evaluation and public policy studies, is an author and passionate speaker on issues affecting children and youth, and a past winner of the Peter Drucker award for Innovation in Canada's Non-Profit Sector.

John L. Crompton, PhD

John L. Crompton holds the rank of University Distinguished Professor of Recreation, Park and Tourism Sciences, and is both a Regents Professor and a Presidential Professor for Teaching Excellence at Texas A&M University. Dr. Crompton's primary interests are in the areas of marketing and financing public leisure and tourism services. Dr. Crompton served 4 years as a city councilman for College Station from 2007-2011, and was Mayor Pro Tem in 2010-2011.

Agnes Croxford

Agnes Croxford, B.A., M.L.S. is the Manager, National Recreation Database for the Lifestyle Information Network (LIN) where she is responsible for overall services and database development. She has a B.A. from Carleton University, a Master of Library Science from the University of Western Ontario.

Scott Couves

Scott Couves is the Supervisor, Business Systems with Strathcona County, Recreation, Parks and Culture. His responsibilities include overseeing the Class software, training and development of best practices with that software. Scott's recent projects include a Class upgrade and implementation of Class in the new recreation facilities.

SPEAKER BIOS

Jenna Cross

Ms. Jenna Cross is a botanist with an environmental consulting background. She has performed various vegetation assessments and managed the environmental programs of construction projects.

Judith Down

Judith Down is the Director of the Alberta Centre for Active Living. She has been the Director of the Centre for 10 years. Judith is a member of ParticipACTION's Policy and Capacity Building Advisory Committee and contributes to other national initiatives such as the development of the new physical activity guidelines for Canada, and the healthy schools movement.

Karen Driedger

Karen Driedger, M.Sc., author of *REckless abandon*, collaborates with others through fourward thinking (www.fourward.ca). She facilitates exploration; of ideas, opportunities and relationships, leading to action and pro-action. Karen is committed to strategic leadership development, revolutionizing learning, cultivating meaningful connections and enhancing creativity. Karen is involved with ACE Communities and the ARPA Active Community Strategy process.

Marlis Eaton

Ms. Marlis Eaton has worked in the education field for over a decade. At present, she is the Education Coordinator for The City of Calgary Parks Environmental and Education Initiatives Portfolio based out of Ralph Klein Park. Here she strives towards developing innovative and action-based environmental education programs.

Ryan Edwards

Ryan Edwards has degrees in Natural Resource Science and Geographic Information Systems and is a registered Professional Agrologist with the Alberta Institute of Agrologists. He is the Executive Director of the Eagle Point - Blue Rapids Parks Council a unique, non-profit organization that utilizes a creative and innovative approach towards community-based park and recreation planning, funding and management.

Dale Fea

Dale Fea was a member of the steering committee for the Okotoks Cultural Master Plan (CHAMP). She is a member of the Okotoks Culture Parks and Recreation Committee and the Okotoks Arts Council. Dale is a member of the Dewdney Players Group Theatre where she designs the sets, coaches on the costumes and occasionally directs.

Mike Gavan

Mike Gavan is President of Gavcan Recreation Consultants Inc. He is a retired Director of Recreation for the City of Calgary.

Elizabeth Halpenny, PhD

Elizabeth Halpenny is an Assistant Professor in the Faculty

of Physical Education and Recreation at the University of Alberta. Her research interests include park and protected areas management, nature-based tourism, and environmental attitudes and behaviours.

Bob Hawkesworth

Bob joined the MCCAC as Coordinator in January 2011. Bob has served 10 terms in elected office as an Alderman in Calgary for Wards 3 and 4 and as an MLA in the Alberta Legislature for Calgary Mountain View. Bob's leadership on environmental sustainability has been acknowledged by his Provincial appointment since 2000 as a Founding Director of Climate Change Central. He served for three years as President of the Alberta Urban Municipalities Association (2004-2007).

Mark Hentze

A partner at CEI Architecture, Mark leads the firm's recreation facility design sector and has directed the design of more than 50 recreation facilities and studies across Canada. Mark has been involved in the delivery of recreation projects using LEED, Green Globes, and various other "shadowing" processes.

Brenda Herchmer

Brenda Herchmer is the Director of ACE Communities for ARPA. Previously she was a professor in the Recreation and Leisure Services Program at Niagara College and worked in municipal and non-profit recreation settings. Brenda is a blogger, newspaper columnist, author of three books, and a YWCA Woman of Distinction.

David Hewko

David Hewko, M. Arch. is a senior planner with Cannon Design and has led more than 150 programming and feasibility studies in the area of sport and recreation over the past 24 years. David's background includes degrees in business and architecture, as well as experience in mediation and quantity surveying.

Marleen Hielema

Marlene Hielema's mission in life is to simplify digital photography and teach you how to take better pictures. She runs her own online photography courses at www.imagemaven.com, and teaches continuing ed classes in photography and Photoshop at SAIT Polytechnic in Calgary.

Don Hunter, PhD

Don Hunter has spent 40 years in the parks, recreation and culture field, including serving as General Manager of Parks, Recreation and Culture for the City of Surrey until he retired in 2003 and as Director of Parks and Recreation for the District of Saanich. Since retiring, Don has consulted in communities across Canada and for the World Health Organization.

Julie Jacks

Julie Jacks is a Playfield Bookings Coordinator with the Recreation Department with the City of Calgary.

SPEAKER BIOS

Mike Jenkins

Mike Jenkins is a Biological Sciences Technician with the Parks Branch of the City of Edmonton. He has worked for the City of Edmonton for about twenty years, starting as a summer student and later supervisor with the Environmental Services Lab. The lab monitors pest populations such as mosquitoes, but is particularly concerned with the potential impact of invasive species on Edmonton's low diversity, non-native street tree population.

Brian Johnston

Brian Johnston founded Professional Environmental Recreation Consultants Ltd. in 1975 and is currently President of the firm which is based in Surrey, British Columbia. Since 1975, Brian has personally worked in more than 150 communities in Canada on over 300 consulting projects.

Graham Jones

Graham has been the Playfield Strategist for the City of Calgary Parks Planning Department for the past 4 years. For the past 15 years he has been employed in the municipal environment in both parks and recreation. He believes in providing recreational opportunities from cradle to grave.

Susan Laurin

Susan Laurin has received her Masters Degree in Physical Education and Sports Studies. Over the past 25 years she has worked in a number of recreation organizations and municipalities throughout the province. She is currently the Community Services Manager and part of the senior business team with the Town of Okotoks.

Brad Linn

Brad Linn is a communications professional with a strong background in journalism and has studied, worked and lived abroad extensively. Brad is a key member of the City of Calgary's social media team where he contributes to all of the City's social media channels. That said, Brad truly embraces his role as the City's roving reporter in hopes of being the first one to the story.

Chris Manderson

Chris Manderson has worked in planning and management of natural areas for the City of Calgary Parks Department since 1998. He has a degree in Botany from the University of Alberta, and prior to joining the City, he worked for over 10 years in environmental consulting in both Ontario and Alberta, with a focus on wetlands, plant community ecology and lichenology.

Kym McCulley

Kym McCulley is the Portfolio Leader for Environmental & Education Initiatives, City of Calgary Parks. She has over 30

years of experience in the field of environmental education for various levels of government, including international work in several countries. Several educational facilities are also within Kym's portfolio and include the recently opened Ralph Klein Park which focuses on ethics, sustainability and social justice.

Rob Meckling

Rob brings a wealth of knowledge in sport administration, coaching and community sport development. He is the Community and Program Facilitator with the City of Red Deer and member of the ATPR Ambassador Group and an ARPA Community Sport Task Group Chair.

Julie Milner

Julie Milner is the COO for the ICAA and a polished lecturer in the areas of older adults, programming, service, marketing, hiring and training of staff. Julie's strong leadership skills and her motivating personality are an inspiration to those of us in the industry.

Trevor Morgan

Trevor Morgan serves as Vice President for one of the world's most recognized action sports development firms - where he leads the planning, design and construction of integrated concrete skateparks for municipalities across the globe.

Marleen Morris

Marleen Morris is President of Marleen Morris & Associates, the consulting firm retained by the Town of Okotoks to develop the Social Wellness Framework.

Janet Naclia

Janet Naclia is currently the Creative Cultural Liaison with ARPA's ACE Communities initiative. Janet has Masters Degree in Art History and has worked in both the commercial side as well as the non-profit side of the art world here in Canada and in Ireland. She has been an arts columnist for various magazines and a regular arts writer for the Calgary Herald.

Paul Newmarch

Paul Newmarch is a marketing and communications professional with more than 10 years of experience in the not-for-profit, performing arts and government sectors. Paul is the City of Calgary's Team Lead, Social and Media Relations where his team is responsible for bridging the ever narrowing gap between traditional media relations and social media relations.

Lea Norris, BSc., BPE, Certified Exercise Physiologist

For more than 20 years Lea has motivated and inspired youth, adults, communities, schools and workplaces to incorporate more physical activity into their lives. She educates and enlightens minor sports organizations, coaches and parents about the Canadian Sport for Life/LTAD concepts.

Mike Olesen

Mike is a senior staff member of Hockey Alberta with over 35 years of experience and serves in the areas of Risk Management and People services.

SPEAKER BIOS

Keith Pattinson

Keith Pattinson is a father and grandfather who has worked with children, youth and their families for over forty years. He has been acknowledged by hundreds of audiences as a master storyteller whose message offers hope, encouragement and practical ideas for those of us who wish to become increasingly significant influences in the lives of young people.

Grant Pearsell

Grant is a resident of Edmonton and is currently Director, Office of Natural Areas managing the City of Edmonton's conservation programs. His background is in land use planning specializing in ecology and land conservation.

Marion Price, CAE

Marion works with Parks and Recreation Ontario, the provincial voice for parks and recreation that represents a membership of more than 2000 individuals. She is also the Manager of Play Works, a collaborative of eight provincial agencies that created the Youth Friendly Community Recognition Program.

PearlAnn Reichwein, PhD

Dr. Reichwein is an Associate Professor in the Faculty of Physical Education and Recreation at the University of Alberta. Her research program highlights the environmental, social and cultural history of Canadian mountain regions.

Scott Robinson

Scott Robinson is a senior staff members of Hockey Alberta with over 35 years experience. Scott manages the organizations Business Development and acts as the Executive Director of the Hockey Alberta Foundation.

Jill-Anne Spence

Jill-Anne Spence has been actively involved with urban forestry for over the last decade. Jill-Anne's focus is on ensuring that our urban forest is sustainable and healthy through community engagement and ensuring arboricultural best practices are implemented. Currently she is the Urban Forestry Lead for the City of Calgary Parks and is an International Society of Arboriculture (ISA) Certified Arborist/Municipal Specialist.

Karen Sveinunggaard, MEd

Karen Sveinunggaard has been a Business and Policy Planner with the City of Calgary Recreation for the past four years. Prior to joining The City, Karen worked for over 20 years as an Organizational and Program Development Consultant within the public, private and not-for-profit sectors.

Barb Thomas

Barb is a Holistic Nutritionist and Holistic Chef in Calgary, Alberta. Her passion is real food and teaching people how to use it and why we need it! Barb is a nutrition instructor at the college level, professional speaker, author and mother of two daughters. She has a nutritional counselling practice and regularly teaches public whole foods based cooking classes.

Maggie Thompson

Maggie Thompson has worked in public service (P & R) for the past 25 years. She started out developing programs and events, then learned about developing facilities and the fundraising to support those facilities, took a turn educating others on the policies and procedures to support program and facility.

Erik Van den Eynden

Erik Van den Eynden is the Business Administrator with the City of Calgary Recreation. His current focus is on digital/web initiatives, business intelligence/dashboards and creating efficiencies through the use of technology. He was involved in the development of Calgary's Interactive Program guide in 2010.

Jack Vivian, PhD

With an unprecedented background in coaching, administration, construction and management, Dr. Vivian has provided design, management and operational advice to 150 owners, architects and engineers worldwide.

Gordon Walker, PhD

Dr. Walker is a Professor in the Faculty of Physical Education and Recreation at the University of Alberta. Dr. Walker was the recipient of a University of Alberta McCalla Professorship in 2008/09, was invited to teach two leisure courses at Shanghai University of Sport in 2009, and was elected to the Academy of Leisure Sciences in 2009.

Tim Ward

Tim Ward, of Benchmark Projects Ltd, has acted of behalf of clients in the development of sustainable business case/plans, purchase, operation, maintenance and life cycle of artificial turf fields. He has been where you wish to go!

Brenda Whitehead

Brenda Whitehead is a program manager with the Municipality of Port Hope's Parks and Recreation Department. She is a recipient of the HIGH FIVE® Child Smile and HIGH FIVE® Awards, is a HIGH FIVE® Trainer, a HIGH FIVE® Coach, and helped her community achieve its HIGH FIVE® Accreditation in 2006.

Peter Witt, PhD

Peter Witt is a Professor and the Bradberry Recreation and Youth Development Chair at Texas A&M University. During his over 40 years of academic service as a teacher, researcher and community advocate, Peter has been a strong voice for helping youth reach their full potential.

Jeannette Wheeler

Jeannette Wheeler's urban forestry experience includes tree inventory work, monitoring for tree pests, development of an Integrated Pest Management Plan and a draft Urban Forest Management Plan. Her passion is to have a diverse and sustainable urban forest that enhances the wellbeing and quality of life for future generations. Currently the Principal of Forestry for the City of Edmonton, Jeannette has recently obtained her Professional Biologist and is an International Society of Arboriculture Certified Municipal Specialist.

GUEST AND SOCIAL PROGRAMS

Thursday, October 27th

6:00 - 8:00 p.m. - Thursday Evening Keynote, Dinner and Wayne Lee Show

The Thursday night social program features a dinner and keynote presentation from Carl Honoré, followed by an evening of fun with hypnotist Wayne Lee.

Cost: \$65/person

Friday, October 28th

6:30 - 7:30 AM

Join us in an early morning walk or jog around the beautiful Lake Louise surroundings.

Cost: Free for all Conference Delegates and Guests

9:30 - 11:00 AM Yoga Session

Start your day off with yoga! This yoga session will help you to greet the day with flowing sequences designed to wake up the body. Energize your body, mind and spirit!

Cost: \$10/person

2:00 - 3:30 PM Aspects of Chocolate

Let the Chateau's Pastry Chef take you on a delicious and educational tour all about the exquisite aspects of chocolate. Learn about its origin, how it's evolved over time and discover how to make amazing hot chocolate from scratch as well as some decadent desserts. If you're a chocolate lover who likes to treat your friends & family or just yourself, this session is just for you.

Cost: \$30/person

Saturday, October 29th

6:30 - 7:30 AM - Early AM Yoga

Start your day off with yoga! This yoga session will help you to greet the day with flowing sequences designed to wake up the body. Energize your body, mind and spirit!

Cost: Free for all Conference Delegates, \$10 for Guests

9:30 - 11:30 AM Photography Themed Hike

Join renowned travel photographer Chris Bolin in an outdoor classroom setting for a hands-on and creative workshop on how to take the best photos with your digital camera. This workshop is designed to help you understand your camera and better control your photos. Through interactive demonstrations, and practical exercises you will develop your photographic eye and a passion for photography. We will spend an hour talking and taking photos of the area that we are in and you be sure to go home with some great shots of the weekend.

Cost: \$25/person

1:30 - 2:45 PM Hike/Stroll around Lake Louise

Join us as we go for a stroll around the paths that surround the stunning Lake Louise waterfront.

Cost: Free for all Conference Delegates and Guests

6:00 - 8:00 p.m. - President's Banquet

This Banquet, hosted by the ARPA President, includes the presentation of the ARPA, AABRD and Energize Awards for 2011. This semi-formal affair will celebrate the past year's achievements as we look to the future.

Cost: \$65/person

Other Guest Meals are available – see registration form for costs and ordering

EVENING SOCIALS

Thursday October 27th, 2011

8:00 P.M. to 11:00 P.M.

"Live the Laughter" A Comedic Hypnosis Show by Wayne Lee

What does it mean to Live the Laughter? With Wayne Lee it means a highly interactive hypnosis show as unique as it is hilarious. It means gut splitting laughter and improbable scenes acted out by audience members no longer inhibited by their fears. More than a hypnotist, more than a speaker Wayne Lee delivers premium entertainment value with a message of empowerment that stays with participants long after the laughter fades.

Friday October 28th, 2011

6:30 P.M. to 10:30 P.M. - 50's Diner Theme Tradeshow and Dinner

Go back to the decade when rock n' roll made its debut. Yes, the 50s, when Elvis was the reigning king and transistor radios were all the rage. Women walked around in poodle skirts with bobby socks and saddle shoes, and men wore tight, cuffed jeans with white t-shirts (and a pack of cigarettes usually rolled in the sleeve). American Bandstand and Dick Clark introduced the coolest dances with the newest music, while everyone was watching James Dean at the drive-in movies. So swivel those hips, grease back that hair, and get ready to celebrate the decade that started it all for Alberta Recreation and Parks Association, at our 50's diner themed evening! Prizes will be awarded to the best 50's themed costumes of the evening.

Saturday October 29th, 2011

8:00 P.M. to 11:00 P.M. - Rowdy Pianos

Rowdy Rock & roll, sing-along, silly gags and audience participation are all part of the act. Top players spar off with their best chops and have a wild time getting the whole room singing, dancing and laughing along. Get up onstage for a little "piano-oke" with us in a game we call "so you think you can sing".

RATES AND ACCOMMODATIONS

Fairmont Château Lake Louise

Nestled in between captivating and majestic mountains and enchanting lakes, The Fairmont Jasper Park Lodge welcomes you to the Grand Rocky Mountain Lodge Experience. Situated in the magnificent Canadian Rockies, The Fairmont Jasper Park Lodge invites you to experience the charming cabins and rustic elegance sure to invoke memories that will last a lifetime. Our block typically sells out by mid August. A sampling of room rates are as follows:

RATES		
Hotel Room	Single	Double
Fairmont Room	\$151.50	\$161.50
Fairmont Lakeview	\$176.50	\$186.50
Deluxe	\$201.50	\$211.50
Junior Suite	\$251.50	\$261.50

* Rates include a \$10 per person daily service charge, however do not include 4% Tourism Levy, 2% Destination Marketing Fee and 5% GST.

** Additional persons per room at \$25.00/person/night (not including relevant taxes).

***Parking rates are an additional \$15/vehicle/night

For room bookings please call the Fairmont Chateau Lake Louise (403) 522-3511 or 1-800-441-1414, identifying that you will be attending the ARPA Conference. You can reserve one room per credit card. You can also reserve your rooms online through our customized reservation site – visit <http://arpaonline.ca/events/arpa-annual-conference>, click on the Registration tab to find the link to Online Room Bookings.

60th Anniversary

We are celebrating ARPA's 60th Anniversary this year and we will be celebrating throughout the 2011 Conference. We are excited to have a large number of our Past President's from over the past six decades not only in attendance at the Conference, but providing two sessions - Speed Dating with ARPA Past Presidents and 60 Years in 60 Minutes. Friday night will see a 50's Diner theme for our Trade Show evening celebrating the fab 50's in style! ARPA historians have been hard at work to prepare presentations on ARPA's history that will be shared throughout the Conference that include many photos, historical documents and facts. So come ready to celebrate ARPA's achievements over the past 60 years!



Registration and Conference Fees

Prices include all education sessions, socials and scheduled meals. Pre-Conference sessions are not included in these fees.

Delegate Fees	Member	Non-Member	Student
Early Bird Rate <i>Before September 30, 2011</i>	\$485	\$585	\$265
Regular Rate <i>Starting September 30, 2011</i>	\$585	\$685	\$265
Friday Only*	\$275	\$325	\$140
Saturday Only*	\$275	\$325	\$140

Fees do not include GST.

* includes education session and lunch on day

Pre-Conference Fees

(Prices include sessions, materials and lunch)

Pre-Conference Thursday, October 27	Member	Non-Member	Student
PC1- Positive Youth Development – From Paper to Practice 10:00 a.m. to 4:00 p.m.	\$129	\$179	\$49
PC2 – Planning for Conservation and Bio-Diversity in Municipalities 10:00 a.m. to 4:00 p.m.	\$129	\$179	\$49
PC3 – Leading with Creative Intention 10:00 a.m. to 4:00 p.m.	\$129	\$179	\$49
PC4 – Eco-Energy Session 10:00 a.m. to 4:00 p.m.	\$129	\$179	\$49

STUDENT PROGRAM DETAILS

City of Calgary Recreation Student Bursary



Students registered in a recreation/leisure studies or related degree or diploma program are eligible to apply for a \$200 bursary to help offset the costs of attending the 2011 ARPA Conference. For additional details and an application form, please contact Lindsay Romanic at romanica@ualberta.ca.

SPONSORS

ARPA would like to extend our thanks to the following organizations who have already committed their sponsorship of the 2011 Conference. It is because of their generous support that we are able to continue to offer a high-quality educational and networking event.

GOLD



Architecture
Arndt Tkalcic Bengert



THE WORKUN GARRICK PARTNERSHIP
Architecture and Interior Design Inc.

STUDENT



SILVER



BRONZE



SOCIAL SPONSOR



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Issue Summary Report

7.8 PREPARING FOR YEAR-END AND AUDITS WORKSHOP

#20111004011

Meeting : October 11, 2011

Meeting Date : 2011/10/11 10:00

Background

Civic Solutions and Wilde and Company will be hosting a one-day workshop on Preparing for Year-End and Audits on November 1, 2011 in Edmonton.

The workshop will cover:

- gaining a better understand of a municipal audit
- understanding the role of the auditor and their expectation of you as a client
- internal processes and tools to have in place to assist the municipality in preparing for an audit

Registration fee is \$300.

Recommendation

Motion to approve Tim Mahdiuk and Darlene Smereka to attend the one- day workshop on Preparing for Year-End and Audits on November 1, 2011 in Edmonton.

Additional Information

Originated By : skitz



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Issue Summary Report

7.9 SEMINAR - ATTRACTING FOREIGN DIRECT INVESTMENT TO EASTERN ALBERTA

#20111005005

Meeting : October 11, 2011

Meeting Date : 2011/10/11 10:00

Background

Alberta HUB is cosponsoring a seminar on Attracting Foreign Direct Investment to Eastern Alberta on November 3 at 10:00 a.m. in St. Paul. This seminar will cover the Eastern Alberta Trade Corridor and how Foreign Direct Investments can help attract new investment into the community, sell commercial property and grow businesses.

Recommendation

Motion to approve Sheila Kitz, Frank Sloan, HUB member, and any other Councillors to attend the Seminar on Attracting Foreign Direct Investment to Eastern Alberta on November 3, 2011 in St. Paul.

Additional Information

Originated By : skitz

Eastern Alberta Trade **CORRIDOR**

We Mean Business

SEMINAR SERIES:

Attracting Foreign Direct Investment to Eastern Alberta

NOVEMBER 3, 2011

Royal Canadian Legion
4925 – 49 Avenue
St Paul, Alberta
10:00 am to 2:30 pm
Doors Open at 9:30

Light Lunch and
Refreshments
Provided
Cost \$25



Come learn more about
the Eastern Alberta Trade Corridor
and How Foreign Direct Investments can:

- *Help attract new investment to your community*
- *Sell Commercial Property*
- *Grow your business*

A major initiative is underway to enhance and promote a north/south transportation corridor that would stretch from the US border in the south to the R.M. of Wood Buffalo in the north. This Eastern Corridor will include Highways 36, 41 and 63, with links to the Edmonton - Calgary corridor to the west, and links east to Saskatchewan, and will become a major component of the “Ports to Plains Corridor” of the United States, Canada and Mexico. This means potential new buyers for industrial lands and new businesses coming to the region. Come learn how Foreign Direct Investment can provide new opportunities for you.

To pre-register or for more information visit www.albertahub.com

Seminar Series
Sponsored by:



Where opportunity comes to life



Battle River Alliance
for Economic Development

In Partnership with:





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www.county.stpaul.ab.ca

Issue Summary Report

7.10 AAMD&C MUNICIPAL FALL CONVENTION

#20111004012

Meeting : October 11, 2011

Meeting Date : 2011/10/11 10:00

Background

The County of St. Paul will be recognized for achieving Partners in Compliance (PIC) Status during the AADM&C Fall Convention.

Recommendation

Motion to authorize Bryan Bespalko to attend the AAMD&C Municipal Fall Convention for November 22, 2011 so he is present when the County is recognized for the PIC status.

Additional Information

Originated By : pcorbiere



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Issue Summary Report

7.11 2011 MUNICIPAL HEALTH & SAFETY/UTILITY CONFERENCE #20111004013

Meeting : October 11, 2011

Meeting Date : 2011/10/11 10:00

Background

The 2011 Municipal Health & Safety Utility Conference will be held November 29 to December 1, 2011 at the Capri Centre in Red Deer. Registration for this conference is \$195.

Recommendation

Motion to approve Bryan Bespalko and members of the Safety Codes Act Committee (Dwight, Glen, Frank) to attend the Municipal Health and Safety Utility Conference from Nov. 29 to Dec. 1 in Red Deer.

Additional Information

Originated By : pcorbiere

2011 Municipal Health & Safety / Utility Conference

Rural Utilities Safety Association • Alberta Municipal Health and Safety Association • Alberta Cities Safety Council

Conference Schedule

Monday, November 28th – Thursday, December 1st

Capri Centre ~ Hotel, Trade & Conference Centre

3310 – 50th Avenue, Red Deer

Monday, November 28

7:00– 11:00 pm	Hospitality Room: come up to RUSA's hospitality room for some snacks, beverages and the chance to chat with old friends or to meet new ones. See registration desk for room number
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Tuesday, November 29

PENDING APPROVAL Alberta Environment is awarding ### Water Wastewater Operator CEUs for the conference


PENDING APPROVAL The Canadian Registered Safety Professionals is awarding ### CRSP CEUs for the conference

10:00 – 3:00 pm Boardroom ###	Alberta Cities Safety Council's fall meeting to be held at the Capri Centre, 3310 – 50 th Avenue, in Red Deer. Health and Safety representatives from the Cities are invited to this meeting to meet up with their peers and learn about issues and initiatives in the other cities. An agenda will be sent to City representatives in early November.
8:30 – 10:00 am Room	Rural Utilities Safety Association will be holding its annual general meeting at the Capri Centre, 3310 – 50 th Avenue, Red Deer. RUSA members are invited to learn about what RUSA has been up to in the past year, and plans for next year. Elections for zone directors will also be held. Consider running as a director!
10:00 – 5:00 pm Room	The Rural Utilities and Safety Association is hosting a Pump Hydraulics Workshop. Instructed by Speakers from John Brooks Co. and Gorman-Rupp Pumps. This course will cover information on how to; determine pump sizing, read pump curves, perform pump maintenance and more. The workshop is eligible for (PENDING APPROVAL) ### Alberta Environment Water Wastewater Operator CEUs. Course cost = \$200.00 plus GST. Maximum registration = ### (currently being determined) participants.
1:00 – 5:00 pm Room Dawe Community Centre 67 th street & 59 th avenue	AMHSA's – Formal Workplace Inspections Course. Instructed by Tina Moroney, Certified AMHSA Instructor: This course will involve an onsite workplace inspection of the Dawe Community Centre. Participants attending the course will be issued a course completion certificate from AMHSA. The course is eligible for 0.3 Alberta Environment Water Wastewater Operator CEUs. Course cost = \$40.00. Limit of 40 registrants. Note: the classroom portion will be in the Capri Centre and the practical inspection will be at the Dawe Community Centre 56 Holt Street, North Red Deer 67th street & 59th avenue, participants responsible for their own transportation to and from the inspection site.
10:00 – 5:30 pm Room	Medic First Aid Course – Emergency Level. Instructed by Trevor Tychkowsky, Certified First Aid Instructor: This OHS approved course gives participants the knowledge to initiate patient care until a person more qualified assumes control and responsibility of the emergency. Topics covered will be; learning how to respond to an emergency, initial assessment, one person CPR, basic outline of an AED, choking, controlling bleeding, illness assessment and secondary assessment., prevent and properly respond to emergencies. Course cost = \$75.00
6:00 – 9:00 pm Room	Banquet: **** Sponsored by ~ Federation of Alberta Gas Co-ops Ltd. **** <ul style="list-style-type: none"> Cash bar opens 6:00 ~ Buffet Dinner 6:30 ~ presentation of service awards to follow ENTERTAINMENT ~ COMEDY FACTORY ~ IMPROV COMEDY ~ 8:00 to 9:00.

2011 Municipal Health & Safety / Utility Conference

Rural Utilities Safety Association ■ Alberta Municipal Health and Safety Association ■ Alberta Cities Safety Council

Wednesday, November 30

8:00 - 9:00 am	Trade Show - Coffee and Opening Remarks – Exhibition Hall		
9:00 - 11:30 am <i>with 1/2 hour break in the Exhibition Hall</i>	1 – Rural Regional Water System Development ~ A View from a Rural Municipality and Alberta Environment – by Glen Riep, Starland County, and Aaron Janzen ~ Alberta Environment This joint session will give both a rural municipal and provincial government perspective on the development of rural municipal regional water systems. Learn: <ul style="list-style-type: none"> • The challenges faced with maintaining the operations of the systems while ensuring water quality and safety to the public. • How the provincial regulations apply or do not apply for regional water systems. • What changes AENV is considering to further facilitate rural municipal regional water system development. Room	2 – Audit Interviewing Skills – by Dennis Bolger and Shannon Bolger ~ Benchmark Safety Inc. Audit interviews are a conversation with an agenda, but how do you obtain the information you need from the people who have it? This workshop will provide a hands-on guide to interview planning, the interview process and documenting your interview. Techniques will be provided to assist with tailoring interviews to the person you're talking to, setting the right tone and focusing on tact and diplomacy. Denis and Shannon have 20 years of safety auditing experience with a number of different audit protocols. Room	3 – Keep Your Eyes and Ears Open – New Technologies in Eye and Hearing Protection - by Ken Miller ~ Honeywell Line Safety TBA will be discussing the latest advances in eye and ear protection, and how these personal protective equipment devices work. TBA will also discuss differences between the various types of eye and ear protection as well as when and why workers should be using each type with the ultimate goal of protecting these valuable senses. This workshop will also cover regulatory requirements relating to the use of eye and ear protection. Room
11:30 - 1:30 pm	Trade Show and Buffet Luncheon – Exhibition Hall **** Sponsored by ~ Municipal Solutions ****		
1:30 - 4:00 pm <i>with 1/2 hour break in the Exhibition Hall</i>	4 – Bark is worse than Bite for Utilities Workers – by Jim Deboon ~ Company When meter reading or performing maintenance work on public and private lands, utilities workers often are confronted with having to deal with aggressive dogs. Should you run and hide or stand your ground? How do you know if an aggressive dog is bluffing or on a full on confrontational charge? Jim will describe techniques which utility workers can use to deal with aggressive dog situations. Room	5 – Fire Safety for Firefighters and Building Occupants – by Lionel Crowther, Senior Firefighter ~ City of Winnipeg Fire Department On February 4, 2007, while fighting a house fire, a flash over occurred trapping the crew. The fire claimed the lives of Winnipeg Fire Department Captains Harold Lessard and Tom Nichols. As a survivor of this tragic incident, Lionel will share his story of the incident and the impact it had on him and his family. He will also provide first hand advice for firefighters to avoid being caught in a similar situation as well as what building occupants can do to ensure their own safety and safety of emergency responders. Room	6 – Fall Protection – by David Livingston ~ Capital Safety – DBI SALA Through touching on the OH&S Regulations and CSA Standards David will discuss how, when and why fall protection is used. The DBI SALA fall protection demonstration vehicle will be present in the trade show hall therefore demonstrations will be performed as part of this workshop. David will also discuss the latest advancements and improvements that are being incorporated into new fall protection equipment, as well as the importance of maintaining the equipment. Room
4:00 – 5:00 pm	 ACSC, RUSA, AMHSA Wine and Cheese Reception in the Exhibition Hall. **** RUSA Passport Draw as well Exhibitor Draw Prizes start at 4:45 pm **** Note: Trade Show winds up this evening		
Evening	Evening entertainment – Check the registration desk to see what is going on in Red Deer.		

2011 Municipal Health & Safety / Utility Conference

Rural Utilities Safety Association • Alberta Municipal Health and Safety Association • Alberta Cities Safety Council

Thursday, December 1

8:00 – 8:30 am	Coffee – provided in each of the conference rooms		
8:30 - 11:00 am with 1/2 hour break	7 – Small Systems Lagoons – by Speaker Name ~ Company This session will discuss and describe operation and maintenance of small system lagoons such as: <ul style="list-style-type: none">• Types of small system lagoons• What upgrades can be completed to achieve optimum effluent treatment.• What are the new and upcoming technological system advancements that can be expected. Share your small system operation experiences during this workshop. What have you found that works or does not work for you? Gain first- hand knowledge from other rural municipal operators. Room	8 – What's New in the World of Provincial OH&S – by Kenn Hample ~ Alberta Employment and Immigration, Workplace Health and Safety What are some of the Incident Trends and Costs associated with WCB – Pat Brophy and Teri Spohr ~ Alberta Workers Compensation Board This two part session will provide information on current initiatives and activities within Provincial Occupational Health and Safety (OH&S) department as well as common trends and initiatives within the Workers Compensation Board (WCB). A joint panel question and answer period will wrap up this session. Room	9 – Back stretching with Yoga focus – by Kathy Hilborn ~ D.P.T., Physical Therapist and Ergonomics Consultant ~ Backs Unlimited Inc. This session will discuss the importance of flexibility and injury prevention and great stretches for work and home. You will learn: <ol style="list-style-type: none">1) What key muscles need to be stretched and some muscle anatomy,2) Why stretching is essential to keeping the body healthy, and3) How to stretch by actually doing stretches recommended for work and home. Come to this session to have some fun, learn about your body and feel good at the end of the session. Room
11:00 - 12 :00	Lunch (participants are on their own for lunch)		
12:00 – 2:00 pm Savona / Marseille Room	10 – Overcoming Adversity With Humour and Creativity – by Bob Layton ~ Savona / Marseille Room Bob will discuss real life examples of how local and well-known people overcame great obstacles to achieve success as well as how we all need to add humor into the mix of our lives to achieve balance in whatever we strive to accomplish. Examples that will be discussed include: <ul style="list-style-type: none">• How does a radio station go from last in the ratings, to number 1 in a matter of months?• How did Maple Leaf Foods keep customer confidence during the Listeria crisis?• How and why did Premier Stelmach become ambidextrous?• How did Cam Tait overcome cerebral palsy to become a journalist?• How does a drummer play with a band when his drumsticks go missing? Finally Bob will close with an interactive Q & A session: "Anything you've always wanted to know about broadcasting but never had anyone to ask!" <i>Immediately following this workshop, there will be a Conference Grand Prize Draw which will be drawn from the list of delegates who attended this keynote speaker session. Delegates must be present to win!</i>		
Please remember to fill out the conference evaluation forms.			
Have a Safe Trip Home and See You Next Year !!!			

2011 MUNICIPAL HEALTH & SAFETY/UTILITY**CONFERENCE: REGISTRATION**NOVEMBER 28TH – DECEMBER 1ST, 2011

CAPRI CENTRE 3310 – 50 AVE

RED DEER, ALBERTA

Name: _____

Organization: _____

Municipality / _____

Business Address: _____

Phone: _____

Fax: _____

E-mail: _____

Workshop Selections

The Alberta Water and Wastewater Operators' Association is awarding **Continuing Education Units** for this conference! The actual number of CEU's will be announced later.

Workshop descriptions are provided on the enclosed schedule. There are three concurrent sessions each morning and afternoon with the exception of Thursday afternoon; delegates are able to attend any 1 of the 3 in each time slot.

Tues Nov 29 All Day: Optional Workshop	A) Pump course hosted by John Brooks Co. and Gorman-Rupp Pumps. Information on pump sizing, curves, maintenance, etc. CEU's will be awarded for this course. Actual number will be announced later. 10:00 am – 5:00 pm (Extra cost for this course. See registration form)		
Tues Nov 29 Afternoon: Optional Workshops.	B) AMHSA's Formal Workplace Inspections Course- Instructor Tina Moroney. (Extra cost for this course. See registration form) 1:00 pm – 5:00 pm	C) Medic First Aid Course – Basic Level. Instructed by Trevor Tychowsky, (Extra cost for this course. See registration form) 10:00 pm – 5:30 pm	
Wed Nov 30 morning: 9:00 – 11:30	1 – Regional Water Systems	2 – Audit Interview Techniques	3 – Eye / Ear Protection Workshop
Wed Nov 30 afternoon: 1:30 – 4:00	4 – Are Barks Worse Than Bites?	5 – Fire Safety for Firefighters and Building Occupants	6 – Fall Protection Workshop
Thurs Dec 1 morning: 8:30 – 11:00	7 – Small System Lagoons - Operation and Maintenance	8 – What's New in the World of Provincial OH&S	9 – Body Care with Yoga.
Thurs Dec 1 afternoon: 12:00 – 2:15	10 – Closing Remarks – Guest Speaker – Bob Layton		



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Issue Summary Report

7.12 2011 BELLAMY PARTNERSHIP FORUM

#20111005002

Meeting : October 11, 2011

Meeting Date : 2011/10/11 10:00

Background

The 2011 Bellamy Partnership Forum will be held December 6 to 8, 2011 in Edmonton.

Recommendation

Motion to authorize administration to approve the appropriate staff members to attend the Bellamy Forum on December 7 & 8, 2011 in Edmonton.

Additional Information

Originated By : skitz

Municipal Registrations

Name: _____

Organization: _____

Wednesday, December 7

8:30 – 10:00

- ☐ Bellamy Summit

10:30 – 12:00

- ☐ Human Resource I - HR Anywhere
☐ Purchase Order
☐ Tax I
☐ Reporting Web Ad-Hoc Reporting Payroll/HR Apps
☐ How to manage your users on the ASP Server

1:00 – 2:30

- ☐ Human Resource II - Employee Info & Reports
☐ Accounts Payable I
☐ Tax II
☐ Mercury/Jetty for Non-ASP customers

3:00 – 4:30

- ☐ Human Resource III - Positions
☐ Accounts Payable II
☐ A/R and Cash Receipting (New AutoPay Feature)
☐ Reporting Web Ad-Hoc Reporting Payroll/HR Apps

Thursday, December 8

8:30 – 10:00

- ☐ Payroll I - ROE
☐ Highlights of 2011 Year-End Version (except Payroll)
☐ Utility I
☐ Call 2Order

10:30 – 12:00

- ☐ Payroll II - Reporting & Inquiries
☐ General Ledger
☐ Utility II
☐ Questica

1:00 – 2:30

- ☐ Payroll III - Daily Time
☐ Fixed Asset Accounting
☐ Business License and Business Directory
☐ Accessing the Support Centre

3:00 – 4:30

- ☐ Payroll IV - Employee Self Service
☐ Financial Reporting
☐ Bellamy Compliance Manager
☐ Reporting Web Ad-Hoc Reporting Revenue Apps
☐ Is ASP Right for Me? Going to Bellamy Hosted Solution

Friday, December 9

9:00 – 4:00

- ☐ Payroll Year End



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Issue Summary Report

7.13 CHAMPIONS FOR CHANGE 2ND ANNUAL HARVEST BALL

#20111004017

Meeting : October 11, 2011

Meeting Date : 2011/10/11 10:00

Background

St. Paul Champions for Change will be hosting the 2nd Annual Harvest Ball on October 29, 2011. Proceeds from the event will go towards Downtown Revitalization, Caring for Children and Youth and Promoting Healthier Lifestyles.

They are looking for support by way of a donation of a silent auction item, purchasing individual tickets or a table of 8 for \$300 or becoming a Corporate Sponsor.

Recommendation

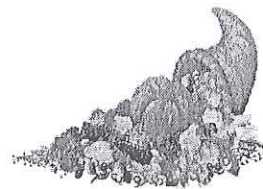
As per Council's wishes.

Additional Information

Originated By : skitz



ST PAUL CHAMPIONS FOR CHANGE 2nd ANNUAL HARVEST BALL All Saints Ukrainian Orthodox Cultural Centre 5601-51 Street, St Paul



SPONSORSHIP OPPORTUNITY

The St Paul Champions for Change Committee is planning its second annual Harvest Ball fundraiser. As part of the committee's mandate to support and promote healthy community development initiatives, the Harvest Ball is a unique opportunity to showcase and show appreciation to our local food producers and enjoy a sampling of their hard work.

In order to stay true to the theme, the menu will again feature foods produced throughout the region. Our local caterers then take some of these best kept secrets and offer Harvest Ball guests a dining experience that is second to none. This year, we have added a Food Marketers Showcase where local food producers can display their products and guests can purchase or discuss with producers how to create their own farm to table relationships locally. We will also have a silent auction for those who wish to take something home.

The evening also features a guest speaker from the region who will share his/her experience of growing a food business from the ground up. This year, we are also fortunate to have Dr. Trent Keough of Portage College to introduce the new Food Processing / Food Sciences Training Facility being proposed for the St Paul Campus.

To cap off this wonderful hometown evening, local musician Ky Babyn brings his special blend of roots/ folk music to get you off your chair and dance you past midnight.

So if you want to experience a social event where neighbours support neighbours and enjoy each others company along with fine food and award-winning entertainment, then mark your calendars for October 29, 2011.

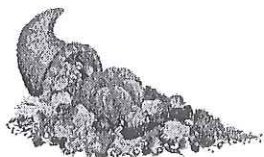
The event will be held at the All Saints Ukrainian-Orthodox Cultural Centre 5601-51 Street in St Paul. Doors will open at 4:30 pm for the Food Fair displays and to peruse the Silent Auction. Cocktails will be held from 5:30 pm to 6:00 pm, with dinner served at 6:30 pm. Guest speakers begin at 7:15 pm followed by the dance at 9:00 pm. Costs for the evening dine and dance is set at \$40.00 per person.

All proceeds from the event will go towards assisting the three main sub-committees achieve their goals. The committees are Downtown Revitalization, Caring for Children and Youth, and Promoting Healthier Lifestyles.

You can assist us with this outstanding local event in the following ways.

- You can purchase tickets and attend.
- You can convince family and friends to join you.
- You can donate items for a silent auction.
- You can purchase a group table of 8 tickets at a lower rate. (**Group Rate of 8 is \$300.00**)
- You can join Agland and Servus Credit Union as a corporate sponsor for this great event.

Whichever way you choose to help, this event is a fun and fantastic way to participate in a growing movement to celebrate our Regional Food Producers. Please contact one of the Champions for Change representatives or call Community Futures St Paul – Smoky Lake Region at 780-645-5782 for more information.



CHAMPIONS FOR CHANGE

2nd ANNUAL HARVEST BALL

DINE AND DANCE



**Champions for Change
Harvest Ball Contact information**

Roxanne Bergheim
rbergheim.amc@telus.net
(780) 645-5520 (Work) (780) 614-4609 (Cell)

Donna Desjardins
donna@desjardins-co.com
(780) 645-5516 (Work)

Margo Fauchon
mfauchon@mcsnet.ca
(780) 645-6673

Edna Gervais
ae6@telusplanet.net
(780) 614-2008 (Work) (780) 645-5104 (780) 210-5104 (Cell)

Doug Lamb
dlamb@servuscu.ca
(780) 614-6419, ext 7815 (780) 645-7112 (Home)

Scott MacDougall
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Paul Pelletier
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(780) 645-5782 (Work)

Valerie Pratch
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(780) 645-3919 (Home)

Amil Shapka
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(780) 645-2232

Herman Poulin
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(780) 645-2604



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Issue Summary Report

7.14 REQUEST FOR FUNDING FOR MS WALK

#20111004018

Meeting : October 11, 2011

Meeting Date : 2011/10/11 10:00

Background

On May 12, 2012 the Lakeland will host the 5th Annual Lakeland Enerflex MS Walk and 2nd Annual MS Xtreme Challenge 1/2 Marathon. They are requesting sponsorship for their Walk.

Since the walk started in 2007, the County donated \$500 per year.

Recommendation

Motion to approve a donation of \$500 for the MS Walk on May 12, 2012.

Additional Information

Originated By : pcorbiere



Sept 9, 2011

Dear: St. Paul County

We have the opportunity to again join the country in the fight to beat Multiple Sclerosis! This year marks the fifth annual Lakeland Enerflex MS Walk. Along with the 2nd MS Xtreme Challenge ½ Marathon. The marathon was a new addition this year and was a great hit; we look forward to bringing it back again next year. With the support of over 100 volunteers these events continue to be a fantastic success!

This year the Lakeland raised **\$178,918** with over **360** participants breaking last year's record of **\$163,316.39!** The Lakeland Region has proven to the rest of Canada what a small community with a big heart can do. Your valuable support has helped raise over **\$493,000** over the last four years!

Funds raised from this event are allocated to two important areas 50% of the proceeds of the walk will stay right here in the Lakeland area providing important client supports and 50% will be directed towards research to help find a cure to End MS.

On May 12, 2012 the Lakeland will host the FIFTH Annual Lakeland Enerflex MS Walk and the 2nd Annual MS Xtreme Challenge ½ Marathon.

Your support will benefit families in this area affected by MS. These families may not have gotten the support so quickly, given living in a rural area. Many goals are being met through programs that are offered right here, thanks to the people in the Lakeland's help. These programs enhance quality of life by reducing isolation, finding peer support, improving physical and emotional well being, learning to self-manage symptoms, and coming together to celebrate. Many supports have been made available; these include financial support, advocacy for those who need assistance when applying for government funding or special assistance from the MS society, and support groups. Support groups are held in Cold Lake, St. Paul and Bonnyville. This year the goal is to extend these groups to other towns in the region such as Athabasca and Lac La Biche. MS member picnics and socials, yoga sessions, information sessions with neurologists and mobility professionals just to name a few. Your dollars will go a long way in providing improved quality of life of those affected by MS.

Brenda Hamm
MS Walk/Client Services Coordinator
Ph: 780-645-3441 ext. 226

MS Advisory Council Lakeland Area

Gail & Harry Plouffe 780 645-5121
Sherry Bower-Gagne 780 724-3594
Corinne Lotoski 780 645 4773
James Purdy 780 207 7389
Mike Van Der Hoek 780 646 2059
Genevieve Laurent 780 646 3942
Jennifer Muirhead 780 726 2626
Sue Carter 780 639 4640
Brenda Hamm 780 645-3441 ext226

Our mission: To be a leader in finding a cure for multiple sclerosis and enabling people affected by MS to enhance their quality of life.



I am writing to request your support of the MS Society and the Lakeland Walk for MS by providing the following.

A monetary donation will allow us to direct more funds toward helping families struggling with MS here in the Lakeland Area.

In recognition of your sponsorship, the MS Society will provide **St. Paul County** with the following rights and benefits:

\$500+ Sponsorship	\$1000+	\$2000+
<ol style="list-style-type: none"> Place logo on: <ol style="list-style-type: none"> T-shirts Brochures Posters 3 Footnotes Newsletters MS Society of Canada / Lakeland Area Web page: www.mssociety.ca Opportunity to have banner placement at Walk site. Public recognition of St. Paul County on PA announcements Support to St. Paul County using dedicated Team MS staff resources. 	<p>Includes all \$500 Sponsorship pkg. with addition of;</p> <ol style="list-style-type: none"> Additional on-site opportunities: <ol style="list-style-type: none"> Product sampling Promotional items to distribute Cooperative advertising and promotional opportunities Cooperative advertising and promotional opportunities Use of MS Society corporate logos/marks (with approval) 5 x 15 second live ads promoting St. Paul County on walk day by emcee. Logo of the St. Paul County displayed prominently in center of stage on Walk day Ongoing recognition of St. Paul County during yearly MS Lakeland Events. 	<p>\$2000+</p> <p>Includes all \$1000 level sponsorship pkg. with addition of ; Walk Route Title.</p> <p>\$5000+</p> <p>Includes all \$1000 level sponsorship pkg. With addition of Title Sponsor for a Lakeland Regional Client Services Program for the year.</p> <p>If these do not meet your needs please let us know. We will work closely with you to develop a custom-designed sponsorship program that will be specifically suited to your company's business and marketing needs."</p>



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Issue Summary Report

7.15 STREET LIGHT REQUEST

#20111004019

Meeting : October 11, 2011

Meeting Date : 2011/10/11 10:00

Background

Attached is a request for one street light on an existing power pole along 1st Street Smith Grove at Floatingstone.

Recommendation

Motion to approve the installation of one street light at Floatingstone.

Additional Information

Originated By : pcorboere

Sept 10, 2011

To Whom It May Concern

We the following owners of property located at 1st street Smith Greene Floating Stone are requesting a street light for the north end of 1st street.

DEBBIE & RANDY SHUPAK

LOT #13 (131)

CECIL & PEGGY KLISS

LOT #20 (124)

KEITH WARNER

LOT #130 - (14-15)

Leri Legere

Lot 132 & Legere

RANDY Kowalchuk

Lot 127 (16,17)

I thank you
R Shupak

For Information
PEGGY KLISS - 780-726-3192



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Issue Summary Report

7.16 TERMS OF REFERENCE- ELK POINT/ST. PAUL REGIONAL WATER COMMISSION

#20111005004

Meeting : October 11, 2011

Meeting Date : 2011/10/11 10:00

Background

Attached are the Terms of Reference for the Elk Point/St. Paul Regional Water Commission Technical Committee. We require a motion from Council to approve the terms of reference.

Additional Information

Originated By : skitz

Elk Point / St Paul Regional Water Commission Technical Committee

TERMS OF REFERENCE

Project:

The Project is composed of two areas:

1. Elk Point/St Paul Water Transmission Line
2. St Paul Water Treatment Plant Upgrades required to meet the needs of the communities of Elk Point/County of St Paul

Authority:

The Committee authority is to provide advice to the Councils on the projects listed. The Town of St Paul is the authority for decision regarding to the Water Treatment Plant. The Town of Elk Point has authority in regards to the decisions pertaining to the Regional Water Line.

Purpose:

To provide recommendations to the Councils on technical matters and issues relating to the construction and operation of the water transmission pipeline system including engineering services, the negotiation and implementation of the water service agreements and any other matters assigned to it by the Councils.

Membership:

1. One administrative representative of each of the communities
2. One Technical Person for each of the communities
3. One Councilor from each community
4. Provincial Representatives
 1. Alberta Environment
 2. Alberta Transportation
5. The Project Manager

Meetings

- The Chairman of the Meetings shall be the Project Manager

- The Agenda will be the responsibility of the Project Manager. Members of the Committee can forward items to the Project Manager for the agenda.
- Meetings will be called by the Chairman on an as needed basis.

Minutes

Minutes of the meeting shall be kept for all meetings and forwarded to the Councils as information and recommendations of action where applicable.

Functions

Specifically the Committee shall be responsible for:

1. Review engineering recommendations received for any component of the project design and construction of the transmission pipeline Water Treatment Plant and make recommendations to the appropriate Council.
2. Provide advice as required to the Project Manager and consulting engineers in the preparation of construction tenders and the administration of construction contracts
3. Make recommendation of Tenders to the Board
4. Review the progress of the construction of the line
5. Other duties assigned by the Board



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Issue Summary Report

7.17 ENGINEER FOR REGIONAL WATER LINE

#20111005003

Meeting : October 11, 2011

Meeting Date : 2011/10/11 10:00

Background

Further to the interviews held on September 16 we require a motion from Council to award the Engineering contract to ISL Engineering from Edmonton as per recommendation of the Tech Committee for the Elk Point/St. Paul Regional Water Line project.

Recommendation

Motion to award ISL Engineering the contract to undertake the engineering, design, tender and construction supervision of the Regional Waterline.

Additional Information

Originated By : skitz.



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Issue Summary Report

7.18 2011 STRATEGIC PLAN UPDATE - 3RD QUARTER

#20111005006

Meeting : October 11, 2011

Meeting Date : 2011/10/11 10:00

Background

Attached is a copy of the 2011 Strategic Plan which has been updated for the 3rd quarter.

Recommendation

Motion to accept the 3rd Quarter of the Strategic Plan as information.

Additional Information

Originated By : skitz

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	<p>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.</p> <p>Quarter 1 2011 – Glen Ockerman’s name has been submitted to AAMDC as they are providing recommendations to the province for municipal representation on the RAC.</p>
1.2 Reeve/CAO – Move forward with Regional Water Commission	<p>Jun 30 2010</p> <p>Revised Date-Mar 2011</p>	<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>

		<p>Quarter 1 2011 – The Committee decided to split the St. Paul/Elk Point water line from the Ashmont/Lottie Lake line. The consultants have separated the Business Plans. The Ashmont/Lottie Lake project has been approved by Alberta Transportation with a grant of over 4 Million. The County will now need to coordinate this project and make decisions on future utility costs.</p> <p>Quarter 2, 2011 – We have received Requests for Proposals from engineering firms for the Ashmont Water Treatment Plant upgrade and Water Transmission line to Lottie Lake. The funding has been announced for the St. Paul-Elk Point line. County Council is still deciding if they will participate as part of the Commission – this decision will be made once numbers are determined for connection of rural residents to this line.</p> <p>Quarter 3, 2011 Council has decided to participate in the Elk Point/St. Paul Regional Water Commission. An RFP was sent out for the Engineering of the water line from St. Paul to Elk Point. This has been awarded to ISL Engineering. They have just commenced work on the project. The update to the St. Paul Water Treatment Plant will be looked at later. Council has decided to work on Water Policy and have retained Urban Systems to commence work on this project – expect to have Public engagement into the process and policy established by spring of 2012.</p>
1.3 Reeve/Sheila – Develop a vision statement	Jun 2010 Revised date -1 st quarter 2011	<p>Quarter 2 2010 - No work to date has been done regarding this item – need to amend target date to September 2010</p> <p>Quarter 3 2010– No work to date has been done regarding this item – need to amend target date to December 2010</p> <p>Quarter 1 2011 – No statement has been brought forward to Council for consideration yet. Expect this will be done in the 2nd quarter of 2011.</p> <p>Quarter 3, 2011 – No work had been done yet on this, look forward to working on with Council when looking at Council policy in November 2011.</p>
1.4 Council/Sheila – Work together	March 2010	Quarter 1 2010 - The Medical Clinic Committee has worked to

Appendix 1 for 7.18: 2011 Strategic Plan - 3rd Quarter

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	Revised Date – June 2011	<p>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.</p> <p>Quarter 2 2010– a site for the new medical clinic has been chosen, the committee is working on the funding for the building.</p> <p>Quarter 3 2010– no new information or progress made in this quarter. Still waiting to hear from the Province regarding potential funding.</p> <p><i>-meeting scheduled for December 21, 2010 with Infrastructure.</i></p> <p>Quarter 1, 2011 – The Province of Alberta has provided support for the project of 2.5 Million. The committee is still working to get funding from the Federal Government for this project.</p> <p>Quarter 3, 2011 – work has commenced on the site preparation for the Wellness Centre. There is still a shortfall of funding for the project – Council has committed \$1,000,000 to the project. Tenders for the building have been received, but not yet awarded. The Committee is still working to find additional funding for the project.</p>
1.5 Council/Sheila – Portage College Residence – consider support for and provide budget dollars	March 2010 2011 Budget-\$50,000 MSI Capital	<p>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.</p> <p>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.</p> <p>COMPLETE for 2010</p> <p>Quarter 1, 2011 – unfortunately the Portage College Residence has burned down during construction. Council has allocated the required contribution of \$50,000 in the 2011 budget</p> <p>Quarter 3, 2011 – Construction of the Residence has commenced. The County's \$50,000 2011 contribution will be paid in October 2011.</p>
1.6 Council – adopt Council policies regarding Role of Council, Role of Council Members, Council	Feb 2011 Revise to Quarter 2	<p>Quarter 1, 2011 – a Policy Committee meeting has been scheduled in April to discuss these policies.</p> <p>Quarter 3, 2011 – Council has committed to review some sample</p>

Appendix 1 for 7.18: 2011 Strategic Plan - 3rd Quarter

Committees, Policy Making, Delegation of Authority		policies from other jurisdiction at the October council meeting and decide if they will have a special meeting for the setting of Council policy.
1.7 Council/Administration – draft policies on: <ul style="list-style-type: none"> - Road Building - Dust Controls - Gravel Sales - Mulching policy - Approaches - upgrades - Signs/Pathways/Approaches in Subdivisions - Blocked Roadways 	Mar 2011 Revise to Quarter 2	Quarter 1, 2011 – a Policy Committee meeting has been scheduled in April to discuss these policies. Quarter 2, 2011 – Council will be discussing Public Works policies at a Special Council Meeting July 8, 2011. Quarter 3, 2011 – Council adopted several Public Works policies. Several other policies have been identified, however no Policy Committee meeting has been scheduled. Council has committed to work on Water Policy with Urban systems starting in October 2011.
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	Quarter 1, 2011 – Council did not approve amendment to the Tax Penalty Bylaw. Not other bylaws have been presented to Council at this time.
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	Quarter 2, 2011 – Administration has developed a questionnaire that is available on the County website as well as distributed with the 2011 Tax Notices. A compilation of this survey will be provided to Council and the Management team following the tax collection deadline. In addition, 2 council members and 2 administration staff met with residents of Ashmont to hear their concerns – June 23, 2011. Quarter 3, 2011 – Council has been provided with the results of the questionnaire sent out with tax notices. A public meeting was held in Ashmont in August to discuss concerns regarding increased Crime in the area. Council has set dates for public

		consultation into the 2012 Strategic Plan for the County. There will be three meetings scheduled in November for residents to provide input on the strategic direction of the County.
1.10 Council – ensure council members have the opportunity to take part in municipal education, training or development - EOEP	Ongoing	<p>Quarter 1, 2011 – courses attended:</p> <ul style="list-style-type: none"> • Emerging Trends – All Council • ASB Provincial Conference – All Council • Northern Lights Library System Board Orientation – D. Dach, M. Fodness • Trails of 1885 Input conference – D. Dach • AAMDC Spring Convention – All Council (except G. Ockerman) • Growing Rural Tourism Conference – D. Dach • Reynolds Mirth Richards Farmer Law Seminar – All Council (except G. Ockerman) • Model Process for Subdivision Approval & Private Sewage Training – D. Dach, M. Fodness • EOEP, Regional Partnerships & Collaboration – D. Dach • Federation of Canadian Municipalities Conference – D. Dach, S. Upham <p>Quarter 2, 2011</p> <ul style="list-style-type: none"> • Economic Developers Alberta Annual Conference & AGM – Dach • Alberta Operations Practices Act Focus Group – Martin • North Saskatchewan Watershed Alliance Regional Forum – Dach, Martin, Bergheim, Fedoretz • Economic Developers Alberta course for Elected Officials – All Council Members • Cold Lake Oil Sands Area (CRISP) Community Advisory Group – Upham

		<ul style="list-style-type: none"> EOEP Land Use Development Approval – All Council Members <p>Quarter 3, 2011</p> <ul style="list-style-type: none"> AAMD&C Municipal Fall Convention – Council, Kitz, Madhiuk, deMoissac, Warholik, Kinjerski EOEP – Municipal Governance Course – Dach EOEP – Effective Planning & Strategy – Dach 4th Annual Rural Alberta Community Physician Attraction & Retention Conference – Fodchuk, Mahdiuk, Upham 2012 FCM Conference – Council, Kitz
1.11 Council/Admin – ensure that council and the Management team have the opportunity to have a planning retreat that is not open to the public (following public consultation – item 1.9) to set strategic direction for the upcoming year.	Nov/Dec 2011	

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.

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 2, 2011 – Current bylaws have been added to website. Will be working on organizing them.
2.2 Tim/Phyllis – Implement alternative software that is better	2010 estimate \$14,000	Quarter 1 2010 – Waiting to meet with Bellamy. Quarter 2 2010 – Still waiting for coordination between Phyllis and

Appendix 1 for 7.18: 2011 Strategic Plan - 3rd Quarter

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	Received revised quote for the program of \$19,000 + \$4,000 annual maintenance. Jan 2011	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 – <i>Defer to 1st quarter of 2011</i> Quarter 1 2011 – the Call to Order software has been purchased and implemented by Administration staff. Council is being trained in its use. There are currently connection issues for the software from home that are being rectified by the IT vendor. Quarter 2, 2011 – Software is working and home connection issues have been worked out. Council will be trained on accessing agenda package online.
2.3 Sheila - Research avenues to assist with increasing by-law enforcement, especially around lakes See – bylaws under governance???		Quarter 2, 2011 – Council met with the RCMP who has indicated that they will increase their patrolling of lake subdivisions. Quarter 3, 2011 – Administration has sent out letters to the residents at Crestview in an attempt to inform residents of Council expectations around development, ATV use, etc. Administration will be inspecting Crestview in October and send out letters to residents in non-compliance of those expectations. A letter was also sent out to a subdivision around Floatingstone Lake in response to complaints regarding ATV use, etc. Plan for inspection of this area in spring 2012.
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	Annual Budget \$150,000 for building maintenance Commence May 2011 following budget	Quarter 1 2011 – Building upgrades have been identified in the 2011 budget Quarter 2, 2011 – Council approved the replacement of the exterior door for the Administration Building – they have been ordered and will be replaced before winter. Lighting in the Admin building has been replaced in the lower lever with T8 lighting. Some of the staff office chairs have been updated. ATCO EngerySense has been contracted to do an audit of the Public Works Shop to provide the County with a report as to what changes we should make to reduce our energy costs and bring the shop up to date. The entrance gate to the shop has been ordered.

Appendix 1 for 7.18: 2011 Strategic Plan - 3rd Quarter

doors, sprinkler system installation – per insurance company, wash bay		Quarter 3, 2010 – The entrance doors have been replaced at the Administration building. The entrance gate has been installed at the shop and is working. We have now received the EnergySense audit results for the Public Works shop.
2.5 Tim – review extended Health Care/Benefit package	Jan 2010 Revised date 1st quarter 2011	<p>Quarter 1 2010- AUMA has been approached for proposals to 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.</p> <p>Quarter 2 2010– Still no response from AUMA – defer to 3rd quarter – implementation defer to 2011.</p> <p>Quarter 3 2010– Nothing new to report – unable to get information from AUMA regarding Benefit Package. – defer to 4th quarter</p> <p><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></p> <p>Quarter 1, 2011 – received quotes from the two companies. Have not presented any changes to Council at this time.</p> <p>Quarter 2, 2011 – Council approved adding an Employee Assistance Program to the benefit package for staff effective July 2011.</p> <p>Complete.</p>
2.6 Tim/Sheila – Address Janitorial Services for both Administration and Public Works buildings	January 2011	Complete.
2.7 Sheila – ensure that County staff have opportunities for professional development – as determined by Council's budget – through performance appraisals.	Ongoing	<p>Quarter 1 2011 approvals:</p> <ul style="list-style-type: none"> Emerging Trends Municipal Law Seminar – S. Kitz, D. Bergheim, L. deMoissac ASB Provincial Conference – D. Bergheim, J. Robinson, S. Kitz Construction Expo – L. deMoissac, B. Kinjerski Michelin Safety Training & Tour – K. Warholik AAMDC Spring Convention – S. Kitz, T. Mahdiuk, K. Warholik Municipal Administration Leadership Workshop – s. Kitz Reynolds Mirth Richards Farmer Law Seminar – S. Kitz, D.

		<p>Bergheim, L. deMoissac, K. Fedoretz</p> <ul style="list-style-type: none"> • Jubilee Insurance – T. Mahdiuk • Model Process for Subdivision Approval & Private Sewage Training – C. St. Arnault • Alberta Water Wastewater Operator Seminar – D. Weinmeier • Alberta Assessors Assoc. Annual Conference – G. Zayac, M. Yacyshyn • Community Planning Assoc of AB – D. Bergheim, K. Fedoretz, C. St. Arnault <p>Quarter 2, 2011</p> <ul style="list-style-type: none"> • Municipal Health & Safety Auditor Course – S. Jeffrey • RUSA Executive Meetings – Bespalko • Alberta Recreation Facility Personnel – Warholik, Weinmeier • North Saskatchewan Watershed Alliance Regional Forum – Dach, Martin, Bergheim, Fedoretz • Employment Standards Code Seminar – deMoissac, Mahdiuk • Alberta: P3 Introductory Workshop – Kitz, Mahdiuk • Alberta Emergency Alert Training Sessions – Bergheim, Mahdiuk • 1 Day - Alberta Fire Chief's Association & Trade Show – Bespalko, Duperron • Alberta Emergency Alert Training Sessions – Bergheim, Mahdiuk <p>Quarter 3, 2011</p> <ul style="list-style-type: none"> • Government Finance Officers Association – D. Smereka • Alberta Rural Administrators Association Conference – S. Kitz, T. Mahdiuk • Policies & Procedures Workshop – P. Corbiere • AAMD&C Municipal Fall Convention – Council, Kitz, Madhiuk, deMoissac, Warholik, Kinjerski • AMHSA Auditor Recertification Course – Bespalko • 4th Annual Rural Alberta Community Physician Attraction &
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Appendix 1 for 7.18: 2011 Strategic Plan - 3rd Quarter

		<p>Retention Conference – Fodchuk, Mahdiuk, Upham</p> <ul style="list-style-type: none"> • Workplace Conflict – All Management staff • FCM Conference 2012 – Council, Kitz
2.8 Sheila/Managers – establish standards for delivery of service – ie snow removal, gravelling, utilities, rural addressing signs etc	Jun 2011	Quarter 3, 2011 – Some of these standards have been identified in PW policy. Utilities will be addressed with the establishment of Water policy that will be worked on with Urban Systems in conjunction with the installation of Regional Water lines.
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	<p>Quarter 2, 2011 – Met with Administrations of all municipalities to discuss the opportunity of a Regional GIS. Will be meeting at the end of June to continue these discussions as well as explore the idea of a Regional Emergency Management Plan.</p> <p>Quarter 3, 2011 – Administration has sent in a Regional Collaboration Grant application for all 4 municipalities to establish a Regional GIS.</p>
2.10 Sheila/Managers/Staff – explore the opportunities to participate in the Municipal Affairs Internship program for either Administration or Planning	Summer 2011	Quarter 3, 2011 – Administration has sent in an application for a Planning Intern for the 2012/2013 year. This is a two year program.
2.11 Sheila/Admin Staff – develop procedure manual for Administrative Procedures. 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	Sept 2011	

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> Quarter 1 2011 – Have included the required payment in the 2011 budget. Project is still ongoing.
3.2 Glenn/Linda – revise Tax/Assessment notices as per Municipal Affairs for the 2011 Tax Season	January 2011	Complete

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		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

Appendix 1 for 7.18: 2011 Strategic Plan - 3rd Quarter

Council		of the Regional Economic Development Engagement Framework. Defer outcome to Dec 2010 and 2011 Strategic Plan.
Identify Economic Development activities.	March 2011	
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 CIP/CFEP applications for generator/wiring of buildings through Ashmont Fire Department	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 4 th quarter. <i>Defer to 2011 strategic plan</i> Quarter 2 2011 - No new development- to date
5.2 Terry – Budget for purchase new Rescue Truck for St. Paul. Total cost = \$330,000 Split Town/County/JEPP/CIP Grant/Lakeland Safety Service	\$75,000-\$100,000 County portion Defer MSI grant to 2011 as County pmt will not be required till 2011	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. 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 6 th . (Extension may be granted to July 16 th) 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

Appendix 1 for 7.18: 2011 Strategic Plan - 3rd Quarter

		<p>contribution will equal \$91,000.</p> <p><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>Quarter 2, 2011 – the new Rescue Truck has been received. March-2011-Truck has arrived and is in service. App.for JEPP funds has been send. Town will invoice the County once all Grant funding is final. TS</p> <p>Quarter 3, 2011 – The Fire Chief is awaiting word on JEPP Grant funds and will be invoicing the County once those funds have been received.</p> <p>Complete</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</p> <p>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>Quarter 1, 2011 – additional water storage that would increase water supply for firefighting is included in the Ashmont/Lottie Lake Business Plan in future years. Tank Loading facilities are being explored, but not included in the 2011 budget.</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</p> <p>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.</p> <p>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.</p> <p>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 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</p>

Appendix 1 for 7.18: 2011 Strategic Plan - 3rd Quarter

		<p>them. <i>Staff has finished going through the list matching addresses to phone lines and Telus has received the corrected version.</i></p> <p>Quarter 1 2011 – have explored ideas for getting this information to Emergency Services. Have set up a meeting for May 25, 2011 with GIS provider to look at options to have this data available, current, and on a system that will ensure the integrity of the data for liability purposes.</p> <p>Quarter 2, 2011 – have had meeting with the municipalities affected and will be putting together a grant application under the Regional Collaboration Grant that will look for Provincial Assistance with this project.</p> <p>Quarter 3, 2011 – A grant has been applied for under the Regional Collaboration Grant – no response from Municipal Affairs regarding that grant application at this time.</p>
5.5 Terry/Dennis – Transition to the 911 dispatch services from the MD of Bonnyville.	<p>January 15, 2011</p> <p>\$3.30/capita budget</p>	<p>Quarter 1 2010- \$37,000 has been identified in the 2010 capital budget for upgraded 911 communications.</p> <p>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</p> <p>Quarter 2 2010- No change at this time. Uncertainty of provincial EMS dispatching centers has muddled the waters.</p> <p>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.</p> <p>Agreement has been signed with a tentative change over date of January 27, 2011.</p> <p>Complete. Per capita amount included in 2011 budget</p>
5.6 Sheila – Explore implementing a Regional Emergency Management Agency	<p>Mar 2010</p> <p>Revise date Dec 2011</p>	<p>Quarter 1 2010 - no action taken on this item – deferred to 2nd Quarter.</p> <p>Quarter 2 2010- no action taken on this item – the province is setting new standards for Regional Agencies – will ensure any</p>

		<p>action by County will meet the new requirements.</p> <p>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.</p> <p>Quarter 2, 2011 – met with the new Field Officer for AEMA – Ian Fox to discuss the benefits of a Regional Emergency Management Agency. Have scheduled a meeting with the Towns and SV to explore the idea before bringing to Councils</p> <p>Quarter 3, 2011 – There was some interest at the joint meeting to look at a Regional Emergency Management Agency – will schedule a joint meeting of Admin/Councils in 4th quarter and invite AEMA to present the idea to all.</p>
<p>5.7 Dennis/Terry – Develop a capital plan for fire services</p> <p>New Fire Hall – Ashmont</p> <p>New Fire Hall – Mallaig</p> <p>Rescue Boat – Ashmont??</p> <p>Breathing Compressor – St. Paul – fund 50%</p>	<p>Expected budget required</p> <p>\$700,000</p> <p>\$700,000</p> <p>Commence plans in 2011 to evaluate site and study infrastructure</p> <p>2011 budget \$30,000</p> <p>\$7,500 – 2011??</p> <p>\$9,000 (cost \$18,000)</p>	<p>Quarter 1 2011 – have had several preliminary meetings to tour existing fire halls at Ashmont and Mallaig and to determine needs/desires of volunteer fire fighters. Have toured the Glendon Fire Hall as an example of a small rural fire hall. Will be setting up tours at New Sarepta and Thorsby to see their fire halls. Have set aside capital dollars in the 2011 budget that will assist in acquiring land, and planning of new buildings.</p> <p>Quarter 2, 2011 – Council agreed on a purchase price for land at Mallaig for the location of a new fire hall. Dennis in process of Land deal for Mallaig location. Ashmont and Mallaig Fire departments feel that a hall similar to Glendon's work well. TS</p> <p>Presently negotiating with landowner from Mallaig to purchase property. Nothing to report in regards to Ashmont – DB</p> <p>Quarter 3, 2011 – Land has been purchased in Mallaig for a new Fire Hall. Dennis is looking into obtaining plans for fire halls similar to the new Glendon Fire Hall.</p> <p>The Breathing Compressor has been ordered for the St. Paul Fire Department. SK</p> <p>Presently in the process of subdividing 8 acres of property at Mallaig and should have title by the end of 4th quarter. Nothing to report in regards to Ashmont. DB</p>

Appendix 1 for 7.18: 2011 Strategic Plan - 3rd Quarter

5.9 Sheila/Dennis – Review and update Fire Services Agreement with Town of St. Paul	Mar 2011	Complete
5.10 Dennis/Terry/Bryan – Mock Disaster – test of Emergency Response Plan	Oct 2011	Quarter 2 2011 - Nothing to report presently Quarter 3 2011 – Nothing to report
5.11 Alberta Emergency Management Agency – Council orientation regarding Emergency Management	Jan/Feb 2011	Complete
5.12 Sheila/Dennis/Terry – Negotiate Fire Services Agreement with Summer Village of Horseshoe Bay – change from current Mutual Aide Agreement	Mar 2011	Quarter 1, 2011 – no action taken on this item yet. Quarter 3 2011 – No action taken

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 Bluetooth for all staff required to carry cell phone – due to new Provincial Legislation.	Jan 2011 Jun 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 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 Quarter 1 2011 – have identified that blackberry phones have issues with coverage area. May be eligible for an update later in the summer. Quarter 2, 2011 – have negotiated a new contract with Telus for cell phones. Will be able to change out the Blackberry's purchased in 2010 with hspa devices – which will increase cell

Appendix 1 for 7.18: 2011 Strategic Plan - 3rd Quarter

		coverage. This will take place in July. Quarter 3, 2011 – still working on agreement with Telus – Also in discussions with AAMDC on what they can offer in terms of cell coverage minutes. Change out of blackberry phones postponed until this all takes place.
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 2011 – have included these items in the 2011 budget. Quarter 2, 2011 – have signed an agreement with Tarin Resources to commence flying for the production of Ortho photos in the summer of 2011. Quarter 3, 2011 – flying has been completed of the County, expect new ortho photos by end of the year.
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 2011 – have included 2 defibrillators in 2011 budget for Admin and PW Buildings Quarter 3, 2011 – Defibrillators have been ordered for the Administration and Public Works buildings.

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
6.5a Leo - Construction schedule 2011 - 2013 (attached)		

Appendix 1 for 7.18: 2011 Strategic Plan - 3rd Quarter

6.5b Leo - Gravel schedule 2011(attached)		
6.5c Leo - Road oiling schedule 2011 - 2013 (attached)		
6.5d Leo - Bridge file schedule 2011 - 2013 (attached)		
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	
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	
7.2 Sheila/Bryan - Upgrade Lottie Lake or Ashmont water plants - or construct water line from Ashmont to	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.

Appendix 1 for 7.18: 2011 Strategic Plan - 3rd Quarter

Lottie Lake		<p>Quarter 3 2010– Still waiting for response from Alberta Transportation on Water for Life grant application for Regional line from Ashmont to Lottie Lake.</p> <p><i>Project has been accepted and waiting for funding.</i></p> <p>Quarter 1 2011 – project has been accepted working with consultant to plan project implementation.</p> <p>Quarter 2, 2011 – have received proposals from Engineering firms for this project – will be awarding the Engineering at the July Council meeting.</p> <p>Quarter 3, 2011– We have awarded the Engineering to Urban Systems for the Ashmont/Lottie Lake project. They are working towards the design of a new Water Treatment Plant for Ashmont and preferred route for a water line to Lottie Lake. Expect tenders for construction of the water line to go out in early 2012 and the Water Treatment Plant tenders later in the spring of 2012.</p>
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	<p>Quarter 1 2011 – deferred to 2012 in Ashmont/Lottie Lake Business Plan.</p> <p>Quarter 2, 2011 – working on an Asset Management Infrastructure Plan with Urban Systems to review all County infrastructure to provide a capital replacement for 20 years.</p> <p>Quarter 3, 2011 – The Asset Management Plan has been completed with Urban Systems. Will be reviewing information for water distribution lines and forming a plan for strategic planning and budgeting.</p>
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</p>

Appendix 1 for 7.18: 2011 Strategic Plan - 3rd Quarter

		<p>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> <p>Quarter 1, 2011 – no further development at this time.</p>
<p>7.5 Mallaig Raw Water Line installation – complete with new pumps for well</p> <p>Application under Water/Wastewater Program</p>	<p>Budget \$250,000 (75% covered by AT) Spring 2011</p>	<p>Quarter 1 2011 – budget includes this water line. Administration has been in contact with AT to update them on the scope of the project in order for project to be approved under Water/Wastewater Program 2011/12 Fiscal year.</p> <p>Quarter 2, 2011 – Project is in progress expect it to be completed in July 2011.</p> <p>Quarter 3, 2011 – Project is complete. Will be submitting expenses to Alberta Transportation in 4th quarter to funding under the Water/Wastewater program.</p>
7.6 Backup pump/generator combo 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	<p>Quarter 1 2011 – included in 2011 budget.</p> <p>Quarter 3, 2011 – Lift station has been ordered and is being built.</p>

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	<p>Total expense \$115,000 – County share 13% \$14,950 Jan 2011</p>	<p>Quarter 1 2011 – Recycling Agreement has been developed between the Town and County, however there are still a couple of items that need resolving. Will be brought back to the May 2011 Council meeting for approval.</p> <p>Quarter 2, 2011 – Recycling Agreement with the Town has been</p>

Appendix 1 for 7.18: 2011 Strategic Plan - 3rd Quarter

		approved. The Transfer Station Committee is monitoring the progress with this program.- SK Completed and to be reviewed at end of 4 th quarter - DB
8.2 Dennis – Construct containment areas for 2 community bins – in 2011 and 3 community bins in 2012	Oct 2011 \$60,000	Quarter 2, 2011 – the Planning and Development Department is working on obtaining a variance of the restrictions for development around the containment areas. No further containment will be constructed until this is received. - SK Attempting to have them completed by 3 rd quarter - DB Quarter 3, 2011 - Received variance and presently completing 3 sites

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 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>Quarter 2, 2011 – the FCSS staff have been busy making changes to the Emergency Management binder. Janice helped</p>

Appendix 1 for 7.18: 2011 Strategic Plan - 3rd Quarter

		<p>with the Reception Centre at Athabasca during the Slave Lake incident – so wants to ensure that our plan reflects the lessons learned from that experience. SK</p> <p>– Janice has met with the new field officer in Ian Fox and Disaster Plan is being developed. – JF</p> <p>Quarter 3, 2011 – Two training sessions booked in November of 2011. Part of package outlining resources in area completed.</p>
<p>9.2 Tammy – FCSS Events</p> <p>Farm Safety Camp</p> <p>Christmas Gala</p>	Dec 2011	<p>Quarter 2, 2011 – New programs are being implemented in the County of St. Paul hamlets based on individual community needs to this point, no one has requested the Farm Safety Camp if they do, this request will be explored.- JF</p> <p>Christmas Gala – Janice is meeting with community members June 27, 2011 to explore partnership for this event.- JF</p> <p>Quarter 3, 2011 – Home Alone Safely completed in Ashmont scheduled to occur in Heinsburg in October.</p> <p>Don't laugh at me summer program completed in Ashmont – July & August.</p> <p>Red Cross Baby Sitting course being offered in November. Home Alone Safely being offered in St. Paul in October .</p>
<p>9.4 Sheila/Council – explore joint FCSS program with urban neighbours through application of Regional Collaboration grant??</p>	Jun 2011	<p>Quarter 2, 2011 – will put this on hold as new staff in the department are building relationships with surrounding FCSS departments – that will not see this required.</p> <p>Quarter 3, 2011 – Partnerships have been formed throughout the County and Town.</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
10.1 Jeremy/Dennis - Continue to support portion of ASB 5 year plan focused on agriculture viability (\$150,000+ grant per year)	Entering year 4 of 5	Quarter 1 2010 – Money was applied for and accepted. Quarter 2 2010 – Funding received. COMPLETE
10.2 Jeremy/Dennis – AESA Programming – refer residents to Provincial Extension person. Continue to support AESA environmental type programs – ie Grazing workshops, water well workshops		On going
10.3 Jeremy/Dennis - Continue to support agricultural research and development through LARA	\$40,000	
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	
10.7 Jeremy – Explore options for urban weed control with the Town of St. Paul and the Town of Elk Point –	Spring 2011	

Appendix 1 for 7.18: 2011 Strategic Plan - 3rd Quarter

shared position – negotiate agreement with the Towns		
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
<p>11.2 Sheila - Update IDP with Town of St. Paul –</p> <p>Joint Public Hearing with Town of St. Paul</p> <p>2nd & 3rd readings of Bylaw</p>	<p>Begin Jan 2010</p> <p>Jan 2011</p> <p>March 2011</p>	<p>Quarter 1 2010 – Meetings regarding IDP amendment have taken place.</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>Waiting to hear back from Focus – if document is what was agreed to will bring to Dec 14 Council meeting for 1st reading.</p> <p>Quarter 1 2011 – Public meeting was held in January and IDP passed 2nd and 3rd readings.</p> <p>COMPLETE</p>
11.3 Krystle/Crystal – Implement ePad GIS software	1 st quarter 2011	<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. Program will be installed prior to yearend – training to take place in 2011.</p>

Appendix 1 for 7.18: 2011 Strategic Plan - 3rd Quarter

		Quarter 1 2011 - Installed and being utilized. Complete
11.7 Dennis/Krystle/PW - Establish Engineering Servicing Standards for municipality	\$50,000 – Jun 2011	Quarter 3, 2011 – met with Urban Systems to discuss Engineering Servicing Standards – expect to have a proposal from them to review early in October 2011. DB Contract awarded to engineering firm. Initial planning meeting completed. KF
Dennis/Krystle – Complete update of Land Use Bylaw and Municipal Development Plan	\$25,000 – Commence 2011	Quarter 1 2011 – RFP completed Quarter 3, 2011 – RFP awarded to Zap Municipal Consulting. He has had a meeting with the Planning staff. Meeting schedule has been developed and finalized documents planned for spring of 2012. SK In the first stage of starting developing the Land Use Bylaw and MDP with the consultant. DB
Krystle – Geomedia License and training – will assist her in processing subdivision application and reduce costs for residents	\$15,000 (use 2010 \$9,000 carryover to help fund this) (this is included in GIS budget above.	Quarter 2 2011 – have received the license – training to take place in 3 rd quarter. Quarter 3, 2011 – Krystle scheduled for training in October 2011
Sheila/Dennis/Krystle – Commence IDP discussions with Town of Elk Point	Jan 2011	Quarter 1 2011 – application was made under the Regional Collaboration Grant to assist with this project. The project was estimated at \$61,900. We were successful in getting \$35,600 funding from Municipal Affairs for the project. Will be sending out RFP for consultant to work on IDP in April 2011. Quarter 2 2011 – RFP's for planners have been sent out and IDP Committee members have been chosen – the Committee will review the RFP at the end of June. RFP completed and committee established.= KF Quarter 3, 2011 – RFP awarded to Zap Municipal Consulting. Two meetings have been held with the IDP committee and Public Consultation meetings have been scheduled for October. Expect finalized IDP in early 2012.SK Have met with the consultant and committee members to initiate the IDP. DB

Strategy 11.8 – Develop Area Structure Plans for all lakes to ensure they are protected		
Actions/Lead	Target/Date	Quarterly Report
<p>11.8a Sheila - Complete ASP for Lac Sante</p> <p>Garner Lake ASP Public Hearing Approval</p> <p>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)</p>	<p>March 2010-Lac Sante</p> <p>Spring 2011 Summer 2011</p> <p>2012 or 2013</p>	<p>Quarter 1 2010– Public Hearing for Lac Sante ASP was held.</p> <p>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.</p> <p>Quarter 3 2010– Lac Sante ASP has received 3rd Reading. The Garner Lake ASP meeting was cancelled and has not yet been re-scheduled.</p> <p><i>Garner Lake meeting scheduled for December 9, 2010.</i></p> <p>Quarter 3, 2011 – Garner Lake ASP had been adopted by Council in September 2011 – with amendments following the Public Hearing on the plan – there is no additional development contemplated in the plan.</p>

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
<p>12.1 Ken/Danny - Expand Stoney Lake Campsite. To be done with County equipment & personnel</p>	<p>Commence 2010</p> <p>Complete 2011</p>	<p>Quarter 2 2010– Surveyed and fenced.</p> <p>Quarter 3 2010– In the mapping stage. Equipment will work there when available.</p> <p><i>Defer to 2011</i></p> <p>Quarter 1 2011 – identified county work to upgrade campsite in 2011 budget.</p> <p>Quarter 3, 2011 – Area has been GPS'd and a preliminary plan drawn up for camping stalls and road in the addition to the campground. Awaiting staff and equipment availability to commence the work.</p>
<p>12.2 Ken/Danny - Upgrade equipment for maintaining campsites</p>		

Appendix 1 for 7.18: 2011 Strategic Plan - 3rd Quarter

Mini Golf? Playground equip – Floating Stone – btwn Loop B & C	\$25,000 - 2012	
12.3 Sheila/Tim – Negotiate 3 year Recreation Agreement with the Town of St. Paul	Sept 2011	Quarter 3, 2011 – Town CAO, Ron Boisvert has indicated that he would like to commence meetings in October 2011 to negotiate a new Recreation Agreement.

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 2011 – identified in 2011 budget. Complete
13:2 Council - Continue to support County Library Board	Budget \$30,000 for 2011	Quarter 1 2011 – identified in 2011 budget. Complete



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Issue Summary Report

7.19 REQUEST FROM TOWN OF ST. PAUL FOR ADDITIONAL FUNDING FOR 40TH STREET PAVING

#20111005008

Meeting : October 11, 2011

Meeting Date : 2011/10/11 10:00

Background

In May , 2010 Council passed a motion to support the Town of St. Paul by paying 50% of the municipal portion of the paving project for 170 metres along 40th street lying within the County boundary, for a total of \$31,607.

We have now received a letter from the Town of St. Paul requesting that Council consider splitting the overrun on this project, which is \$106,817. The county's portion would be \$53, 408.50.

Recommendation

As per Council's wishes.

Additional Information

Originated By : skitz

September 13th, 2011

County of St. Paul #19
5015-49 Ave.
St. Paul, AB T0A 3A4

Attention: Sheila Kitz

Dear Sheila:

**RE: Preparation and Paving of 170 Meters on 40th Street from
The Town Limits to Meter House**

Original estimated cost was \$189,638.00, however the total cost come out to \$296,455.00 which is a cost variance of \$106,817.00. The reason for the overrun was caused by the replacing of poor base material under the existing road. We can't get any additional funding under the Canada Build Program. Therefore, we were wondering if you can split the cost of the \$106,817.00 which would come out to \$53,408.50. Please check with your Council and let me know. Thank-you!

Attachment: Original Budget with Canada Build Program
Copy of Black Track Invoice

Yours truly



Ron O. Boisvert (CAO)

page 1

BLACK TRACK PAVING

Box 560 St. Paul, Ab T0A 3A0

INVOICE # 191580

6-32-100
\$ 311,276.07 *af*

CLIENT TOWN OF ST. PAUL

LOCATION 40TH STREET (75M NORTH & 95M SOUTH OF 43 AVE)

DATE AUGUST 2, 2011

<u>Item</u>	<u>Description</u>	<u>Units</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Extension</u>
Removals:					
1	Concrete curb & gutter				
2	Concrete sidewalks				
3	Cold mix asphalt				
4	Hot mix asphalt				
Earthworks:					
5	Common Excavation	m ³	1,722	\$9.50	\$ 16,359.00
6	Over-excavation				
7	Common borrow material				
8	Sub-grade preparation	m ²	2,295	\$ 6.00	\$ 13,770.00
9	Sub- cut granular material				
Concrete - Supply & Install:					
10	Rolled face curb & gutter	lm	325	\$ 110.00	\$ 35,750.00
11	Vertical face curb & gutter				
12	Concrete swale _____m width				
13	Sidewalk _____m width				
14	1st Geotextile	m ²	2,295	\$ 3.00	\$ 6,885.00
15	2nd Geotextile	m ²	2,295	3.00	\$ 6,885.00

POSTED
AUG 2 11 00

Appendix 1 for 7.19: Letter from Town re Paving from Town Limits to Meter House

page 2

BLACK TRACK PAVING

Pavement Structure:

16 Granular sub base _300mm of _75mm crushed	<u>m²</u>	<u>2,295</u>	<u>\$ 21.00</u>	<u>\$ 48,195.00</u>
17 Granular base course _150mm of _20mm crushed	<u>m²</u>	<u>2,295</u>	<u>\$ 10.50</u>	<u>\$ 24,097.50</u>
18 Prime coat	<u>m²</u>	<u>1,870</u>	<u>\$ 1.32</u>	<u>\$ 2,468.40</u>
19 Tack coat	<u>m²</u>	<u>1,870</u>	<u>\$ 1.32</u>	<u>\$ 2,468.40</u>
20 Levelling course	<u></u>	<u></u>	<u></u>	<u></u>
21 Hot-mix asphalt (Type S2) _100mm compacted thickness	<u>m²</u>	<u>1,870</u>	<u>\$ 34.00</u>	<u>\$ 63,580.00</u>

Miscellaneous:

22 Manhole adjustments	<u>ea.</u>	<u></u>	<u>\$ 450.00</u>	<u>not included</u>
23 Valve adjustments	<u>ea.</u>	<u></u>	<u>\$ 450.00</u>	<u>not included</u>

ADDITIONAL CHARGES:

1st extra: excavation of 300mm over entire area	m ³	689	\$ 9.50	\$ 6,545.50
2nd extra: excavation of 300mm south end	m ³	263	\$ 9.50	\$ 2,498.50
1st extra: 300mm granular of 75mm entire area	m ²	2,295	\$ 21.00	\$ 48,195.00
2nd extra: 300mm granular of 75mm	m ²	878	\$ 21.00	\$ 18,438.00
Line Painting	lm	160	\$2.00	<u>\$ 320.00</u>

WORK COMPLETED

\$ 296,455.30

GST

14,822.77 ✓

TOTAL OWING

\$ 311,278.07 ✓

Please pay by invoice. No statement will be issued.

Preparation and Paving of 170 Metres on 40th Street from the Town Limits to Meter House (County Area).

We did receive 2 quotes and the contract was awarded to Black Track Paving.

TOTAL COST = \$189,638.00

Project is under the Canada Build Program which has a cost share of 1/3 Federal, 1/3 Provincial and 1/3 Municipal.

FUNDING REQUIREMENTS

Federal	=	\$ 63,212.00
Provincial	=	\$ 63,212.00
Municipal	=	<u>\$ 63,214.00</u>
TOTAL	=	\$189,638.00

The Town was wondering if the County would participate in cost sharing at 50%, therefore, the Town would put in \$31,607.00 and the County would put in \$31,607.00.

Total cost of this project along with Lakeshore Drive – 43 Avenue is \$1,500,000.00.



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Issue Summary Report

7.20 REQUEST TO LEASE W 1/2 24-58-7-W4

#20111005009

Meeting : October 11, 2011

Meeting Date : 2011/10/11 10:00

Background

Kevin Roth is requesting to lease the lakefront property on Kehewin Lake located on the W 1/2 24-58-7-W4 to build/operate a community campsite.

This property is currently leased to the Elk Point Elks Club and is not due to expire until 2018.

Dennis Bergheim will be in to discuss this request with Council.

Recommendation

As per Council's wishes.

Additional Information

Originated By : pcorbiere

September 20, 2011

County of St. Paul No. 19
5015-49 Avenue
St. Paul, Alberta
TOA 3A4
Attention: County of St. Paul Council

Subject: Lease Lakefront Land at Kehiwin Lake

I am interested in leasing some lakefront land on Kehiwin Lake, currently owned by the County of St. Paul. I understand a portion of this land is currently leased out, leaving some lakefront land not in use and possibly available.

I intend to build/operate a community campsite at this location, while supporting the County's interest and vision for the land and community. I would appreciate the opportunity to address any questions or concerns regarding this request and am willing to meet in person or by conference call to discuss in further detail.

Please reply or call to confirm your position,

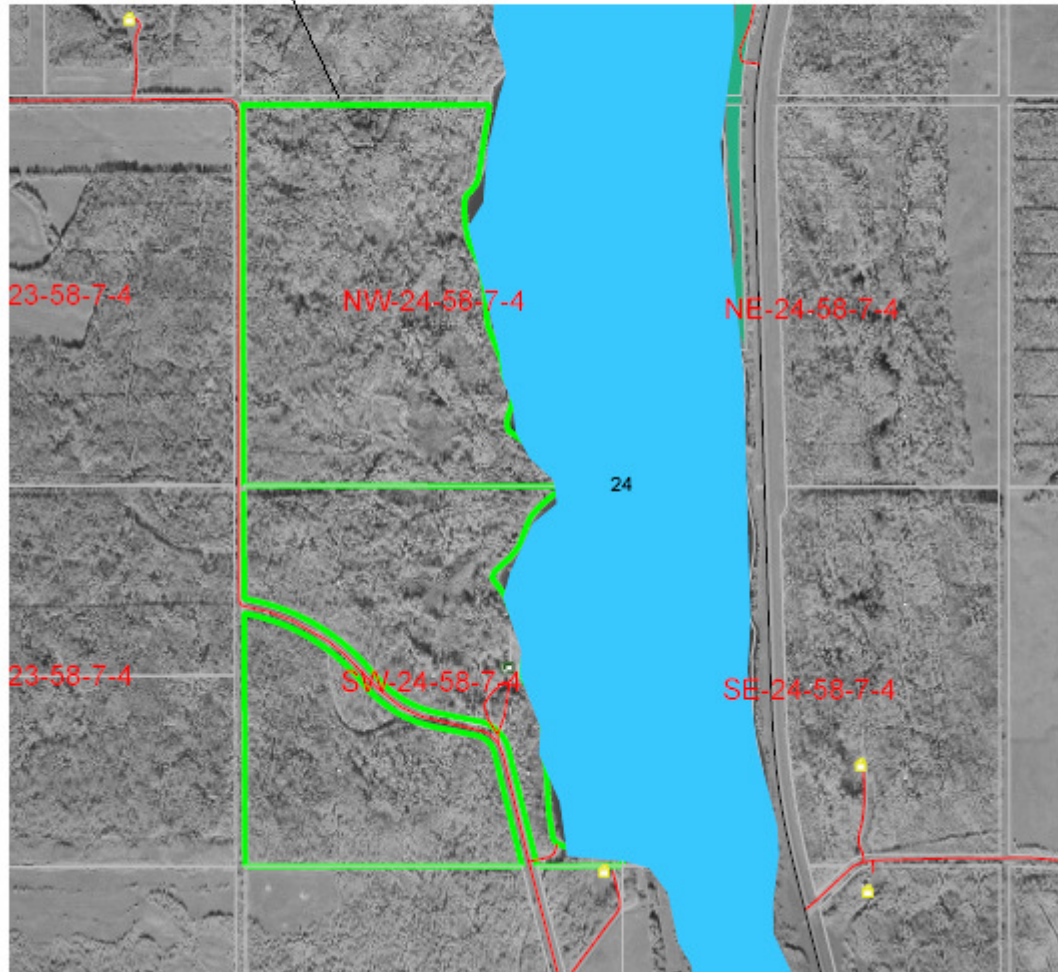
A handwritten signature in dark ink, appearing to read "Kevin Roth". The signature is fluid and cursive, with the first name "Kevin" and last name "Roth" clearly distinguishable.

Kevin Roth
403 815 9795
40 Bow Meadows Drive
Cochrane AB
T4C 1N1

cc
Dennis Bergheim
Phyllis Corbiere

Appendix 2 for 7.20: Map of NW SW 24-58-7

Both parcels highlighted in green W1/2 24-58-7-4 are being leased to the Elk Point Elks Club - The lease was renewed in 2008 and expires in 2018





County of St Paul No 19
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Issue Summary Report

7.21 2011 ROAD CONSTRUCTION EASEMENTS

#20111005010

Meeting : October 11, 2011

Meeting Date : 2011/10/11 10:00

Background

Easements for road construction purposes. Backsloping and County to fence or pay compensation for fencing.

NE 26-57-8-W4 Real & Laurette Corbiere

Project 3C112

SW 23-58-8-W4 Terry & Annette Stark

Recommendation

Motion to approve the following easements for road construction purposes:

NE 26-57-8-W4 Real & Laurette Corbiere

Project 3C112

SW 23-58-8-W4 Terry & Annette Stark

Additional Information

Originated By : Idemoissac



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Issue Summary Report

7.22 LAC SANTE FAMILY RECREATION SOCIETY - REQUEST FOR SIGNAGE

#20111005011

Meeting : October 11, 2011

Meeting Date : 2011/10/11 10:00

Background

At the September Public Works Meeting, Council discussed a request from the Lac Sante Family Recreation Society for signage along the highway indicating the trail crossing.

We contacted Sheila McNaughtan and she indicated that the signs should be along the trail for trail users, not along the road. She also stated that Council may want to consider a signage policy to address this item and review existing signs.

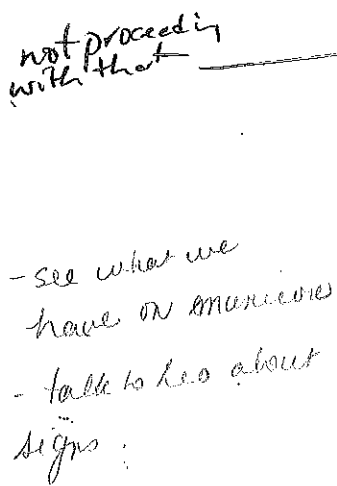
Recommendation

Motion to deny the request from the Lac Sante Family Recreation Society for signage along the County road.

Motion to refer the development of a sign policy to the Policy Committee.

Additional Information

Originated By : skitz





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

Issue Summary Report

7.23 ALLOCATION OF RECREATIONAL FACILITIES GRANTS FOR COMMUNITY HALLS

#20111005012

Meeting : October 11, 2011

Meeting Date : 2011/10/11 10:00

Background

The proposed breakdown for the allocation of the 2011 Recreational Facilities Grants will be presented to Council at the meeting.

Recommendation

Motion to approve the 2011 Recreational Facilities Grant Allocations.

Additional Information

Originated By : skitz



County of St Paul No 19
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Issue Summary Report

7.24 COUNTY OWNED LOTS IN MALLAIG SUBDIVISION

#20111005020

Meeting : October 11, 2011

Meeting Date : 2011/10/11 10:00

Background

When the Mallaig subdivision was developed and the properties were advertised for sale, the ad stated that a restrictive covenant or similar instrument would be registered against the title stating that:

- no apartments or mobile homes on the property
- the County has the option to repurchase the property at 20% less than the purchase price, unless the purchaser constructs a single family home on the lands within 3 years of possession date.

The restrictive covenant was not registered. When the properties were sold, the owners did not sign any contract agreeing to the above conditions.

There are still 15 lots in the County's name. Proposed wording for the caveat will be presented to Council at the meeting.

Recommendation

Motion to register a caveat against the 15 lots that are still in the County's name.

Additional Information

Originated By : skitz

COUNTY OF ST. PAUL PROPERTIES FOR SALE

The County of St. Paul No. 19 (the "County") hereby offers the remaining lots for sale to the public on a 1st come 1st serve basis with the same reserves and conditions listed. The properties are pre-construction lots located in the Hamlet of Mallaig which have not yet been subdivided and are subject to reserve prices as indicated below:

LOT NUMBER	RESERVE BIDS	
1	\$50,964.00	SOLD
2	\$50,964.00	SOLD
3	\$40,509.00	
4	\$45,738.00	SOLD
5	\$56,190.00	
6	\$56,190.00	
7	\$47,043.00	SOLD
8	\$44,430.00	
9	\$44,430.00	
10	\$44,430.00	
11	\$44,430.00	
12	\$43,122.00	
13	\$58,806.00	SOLD
14	\$44,430.00	
15	\$44,430.00	
16	\$40,509.00	
17	\$39,204.00	
18	\$44,430.00	SOLD
19	\$44,430.00	
20	\$44,430.00	
21	\$44,430.00	
22	\$44,430.00	SOLD
23	\$44,430.00	SOLD
24	\$44,430.00	
25	\$44,430.00	
26	\$47,043.00	SOLD
27	\$44,430.00	SOLD
28	\$44,430.00	SOLD

(hereinafter called the "Lands").

- These properties are being offered for sale on an "as is, where is" basis, and the County makes no representations and gives no warranties, whatsoever, regarding the title to or condition of the Lands, including any structures, fixtures or chattels located thereon or therein. Specifically, and not so as to limit the generality of the foregoing, the County does not warrant the condition of the Lands with respect to adequacy of services, soil conditions, building and development conditions, the presence or absence of environmental contamination, or that the current or intended uses comply with applicable land use bylaws.

2. The above Lands are offered for sale subject to all encumbrances registered against the respective titles, or implied by law. It shall be a condition of sale that, and a restrictive covenant or similar instrument(s) will be registered against title providing that:
 - a) There will be no apartments or mobile homes erected or placed on the Lands; and
 - b) The County will have an option to repurchase the Lands and any improvements thereon for the purchase price less TWENTY (20%) PERCENT, unless the purchaser constructs a single family home on the Lands within three (3) years of the possession date.
3. All offers must be unconditional, shall adopt and be subject only to the terms and conditions contained within.
4. A TEN (10%) PERCENT irrevocable deposit shall accompany all bids. If unsuccessful, the deposit will be returned. If successful, the deposit shall be non-refundable.
5. The closing and possession date, the date given for all adjustments, and the date for full payment of the purchase price, which must be provided in cash, shall be August 1, 2009, unless the County and the purchaser mutually agree to another date, in writing.
6. All sales of the Lands shall be subject to Goods and Services Tax which shall be payable by the successful bidder to the County at the time of payment of the purchase price unless the successful bidder provides satisfactory evidence to the County (including confirmation of G.S.T. registration number) that the purchaser is properly registered for the purposes of the Goods and Services Tax pursuant to the *Excise Tax Act*.
7. The County will not pay or be responsible for any real estate agency or similar fees.
8. Sales shall be subject to all subdivision or other approvals or permits that may be required. Potential purchasers may view the proposed subdivision plan in the County's office, or on the County website, listed below.

Further information is available by contacting Linda Meger at (780) 645-3301, extension 212 or facsimile at (780) 645-3104. These properties are also listed on the County website at www.county.stpaul.ab.ca.



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www.county.stpaul.ab.ca

Issue Summary Report

7.25 URBAN SYSTEMS - ENGINEERING STANDARDS

#20111006002

Meeting : October 11, 2011

Meeting Date : 2011/10/11 10:00

Background

As per the Council's strategic plan, Administration has commenced discussions regarding the development of Engineering Standards for the County. Our discussions have been with Urban Systems who have put together a proposal after meeting with the Administrative team including, Planning, Public Works and Utilities. We had estimated this would cost \$50,000 and allowed that amount in the budget. The proposal is attached.

We are requesting that Council consider approving the estimate of \$52,250 plus the optional front end work totaling \$4,150 that will include sections for Administration, Subdivision and Development Requirements and Regulations, as well as Provisions of Services in New Developments (as per page 4 of the attachment). We do not feel that we need to include lighting and power at this time, and will consider that at a later date if required. The total fee to prepare the standards will be \$56,400.

As per their proposal they estimate the project to take approximately 5 months to complete, therefore we will carryover some of the project into the 2012 budget.

Recommendation

That Council approves the Engineering Standards work to be done by Urban Systems for a total of \$56,400.

Additional Information

Originated By : skitz



October 03, 2011

File: 3144.0006.00

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

Via email: skitz@county.stpaul.ab.ca

Attention: **Sheila Kitz, CLGM**
Chief Administrative Officer

**RE: WORK PROGRAM – COUNTY OF ST. PAUL DESIGN GUIDELINE
AND MINIMUM SERVICING STANDARD UPDATE**

Thank you for the opportunity to submit a work program to undertake the review and update for the County of St. Paul Design Guideline and Minimum Servicing Standards. We appreciate our discussion to date and look forward to working with you on this project. Our proposed scope of work, schedule and associated fees are described below.

1.0 Background

In 1995, Stewart Weir & Co. Ltd. prepared "Development Guidelines and Minimum Servicing Standards for Rural Country Residential, Recreational and Industrial Subdivisions" for the County of St. Paul. The guidelines focused on rural drainage works and transportation without inclusion of utilities in rural or urban areas. The County is in the process of constructing a regional water main to service the Hamlet of Ashmont and Hamlet of Lottie Lake. Thus, updating the current guidelines to expand the content of the engineering and servicing design standards has become a priority. We are pleased to provide the County with the following work program to update the current design guidelines and minimum standards.

2.0 Methodology

This work program will focus on updating and expanding the current design standards to include the following sections:

- Engineering Drawings Standards
- General Design Considerations
- Water Distribution
- Sanitary Collection
- Stormwater and Drainage
- Transportation



and to achieve the following objectives:

- Review the practices outlined in the current guidelines to determine the missing sections, gaps and new additions necessary to reflect the recent needs of the County;
- Identify sustainable approaches to the County infrastructure design (including water, sewer, drainage, transportation, power and lighting);
- Ensure the updated guidelines complement each other; and,
- Engage the County staff to inform and provide feedback on the design standards updates.

We have grouped these and other critical items into four (4) main tasks that are as follows:

- Communications Strategy and Project Management;
- Review of Existing Guidelines and Minimum Servicing Standards;
- Update Guidelines and Minimum Servicing Standards ; and
- Documentation and Submission.

The following paragraphs elaborate on these tasks which are illustrated in the attached project schedule.

3.0 Scope of Work

3.1 Task 1 – Communications Strategy and Project Management

Project Administration/Status Reports - Upon notification of the work program approval, we will set up our internal administration tracking and filing for the project. Our system will allow us to monitor project budget and schedule throughout each task to ensure that we stay on track. Budget tracking summaries will also be provided with each invoice. Discussions with the County and approved scope changes will be documented prior to moving forward with any variances to this proposal.

Project Initiation Meeting – Within one week of acceptance of work program, our team will meet to initiate the project and outline a "Table of Contents" (TOC) of the proposed guidelines.

TOC Review Meeting – We will meet with County staff following our TOC submission to review the TOC and confirm the proposed topics meet the County needs.

50% Review Meeting – We will meet with County staff following our first (50%) submission of the Design Standards to seek feedback on the first draft. Comments will be considered and incorporated into the guidelines, as appropriate.

90% Review Meeting – We will meet with County staff following our second (90%) submission of the Design Standards to seek feedback on the second draft of the work. Comments will be considered and incorporated into the final version of the Design Standards, as appropriate.



3.2 Task 2 – Existing Guidelines Reviews

Review of Guidelines and Minimum Servicing Standards – We will review the current Guidelines and Minimum Servicing Standards to understand the content of the current guidelines and to identify any inconsistencies, gaps, and new additions to be addressed in the updated version. Once the review is complete, a Table of Contents of the proposed Design Standards will be produced.

Identify Desired Level of Service and Metrics – Based on our review of the current guidelines and our engineering judgment along with discussions with the County, we will identify the desired metrics and service levels, as they relate to design criteria, for water, sewer, drainage, transportation, power, and lighting of the guideline updates.

Identify Core Topics – Based on the outcomes of the above tasks, we will identify the core topics to be covered in the Design Standards for water, sewer, drainage, transportation, power, and lighting infrastructure design.

Identify Necessary Amendments, Deletions and Additions – Core topics that are not included in the current guidelines will need to be added as part of the updates. Further, sections of the current guidelines may no longer be relevant, or may require updating and expansion to reflect current practices. Necessary amendments, deletions and additions to the current manuals will be identified to ensure that the core topics are covered in the manual updates.

Prepare a Table of Contents (including sub items) – Based on the outcomes of the above tasks, we will prepare a detailed TOC of the updated Design guidelines for consideration by the County staff.

3.3 Task 3 – Design Guideline Update

Define Adjustment Ranges – Different design parameter values of the municipal infrastructure elements such as pipes, roads, and water demands will be defined based on Alberta Environment guidelines (AENV) and adjusted based on the County's context (e.g. current water policy work). We will identify appropriate adjustment ranges for inclusion in the guidelines updates.

Update Current Sections of Design Guideline – We will streamline the document by removing multiple references and redundancies where they exist, reorganizing sections as needed to improve readability and flow, and delete sections that are no longer relevant (if applicable). We will then update the text to reflect current practices in municipal infrastructure design, which will be written to provide concise and practical design guidelines to the user. Updated references to local, regional, provincial and federal statutes, regulations, policies and guidelines will also be included.

Add New Sections to Design Guideline – In conjunction with updating current sections, we will also prepare new sections for the guidelines. New sections may include water distribution, sanitary



collection, drainage design considerations, power, lightening, etc. New sections will be written to provide concise and practical design guidelines to the user.

3.4 Task 4 – Documentation and Submission

Submission of TOC –We will submit the Table of Contents on the date specified in the proposed project schedule in Table 2.

Submission of 1st Draft (50% submission) –We will complete an internal peer review of the first draft prior to submission. We will submit the first draft on the date specified in the proposed project schedule in Table 2.

Submission of 2nd Draft (50% submission) – Comments from the County staff on the 50% draft submission will be incorporated into the second draft of the manuals. This second submission will represent a 90% completion level. We will complete an internal peer review of the second draft prior to submission. We will submit the second draft of the manuals to the County on the date specified in the proposed project schedule in Table 2.

Submission of Final Guidelines - Comments from the County staff on the 90% draft submission will be incorporated into the final version of the manual. We will submit the final manuals to the County on the date specified in the proposed project schedule in Table 2.

Prepare Standard Detail Drawings – It is anticipated that the proposed design standards sections will require new standard detail drawings. AutoCAD and PDF versions of the drawings would be prepared (8.5" x 11") and submitted to the County. We have allowed for a total of twenty-five (25) standard detail drawings. We will work with the County to prioritize the required drawings and adjust our scope should additional drawings be requested.

3.5 Optional Works

While not core components of our work program, we recommend that the County consider the additional sections be included in the guidelines:

- Front End
 - Administration
 - Subdivision and Development Requirements and Regulations
 - Provisions of Services in New Developments

Although we understand that the County would like to update the Power and Lighting design standards we have not included them in our core components. The attached proposed work program from DES Engineering provides a high-level scope and fee schedule that requires refinement. We propose that DES meet with the County to discuss the scope of work to refine the



scope of work and fees. We do not anticipate that the upset fee limit will be required based on our discussion with you to date.

- Power and lighting

4.0 Engineering Fee Estimate

Based on the above work program, the engineering fees for the tasks 1, 2, 3, and 4 will be \$52,250 including disbursements (excluding GST). The optional work fees for the front end and the power and lighting sections will be \$4,150 and \$28,500 respectively, plus disbursements and GST. No changes to the work program will be considered without the approval of the County. Table 1 below outlines our proposed fees for the above listed tasks and the optional works.

Table 1: Proposed Engineering Fees

Task	Engineering Fees
Task 1 – Communications Strategy and Project Management	\$ 4,750
Task 2 – Existing Guidelines Reviews	\$ 9,000
Task 3 – Design Guideline Update	\$ 27,000
Task 4 – Documentation and Submission	\$ 11,500
Core Components Sub-Total	\$52,250
Front End	\$4,150
Power and lighting	\$28,500*
Optional Works Sub-Total	\$32,650
Total	\$84,900

*To be refined prior to approval.

5.0 Schedule

We are prepared to begin the work upon receiving authorization from the County to proceed in October of 2011. Based on discussions with the County and our overall understanding of the project requirements, we propose to complete the work within five (5) months. This will provide the time necessary to coordinate all communications between USL and the County. Table 2 outlines the overall project schedule and proposed dates for submissions and reviews.

Table 2 Proposed Schedule

URBANSYSTEMS.

Consultant Services for Review & Updating Guidelines and Minimum Servicing Standards

2011				2012			
October				November			
December				January			
February				March			
17	24	31		7	14	21	28
5	12	19	26	3	9	16	23
				30	7	14	21
					28	5	12

Project Award ★

Communications Strategy

1.01	Project initiation meeting	★															
1.02	TOC Review meeting (following to TOC submission)				★												
1.03	50% review meeting (following first draft submission)								★								
1.04	90% review meeting (following second draft submission)									★							
1.05	Project administration/status reports																

Existing Guidelines Review

2.01	Review existing manuals																
2.02	Identify desired benchmarks, metrics and service levels																
2.03	Identify core topics to be covered in guidelines																
2.04	Identify necessary amendments, deletions and additions to current guidelines																
2.05	Prepare TOC summarizing core topics and recommended updates																

Design GuidelineUpdate

3.01	Define adjustment ranges for various design parameters																
3.02	Update current sections of design guideline guidelines																
3.03	Add new sections to design guideline guidelines																
3.04	Prepare standard detailed drawings																

Documentation and Submission

5.01	Submission of TOC																
5.01	Submission of 1st Draft																
5.02	Submission of 2nd Draft																
5.03	Submission of final guidlines and design standards																

— timeline ★ meeting ★ submission



6.0 Closing

We thank you for giving us the opportunity to provide this work program to assist the County updating the current guidelines and design standards. If you have any questions regarding this work program or require additional information, please do not hesitate to contact us.

Yours truly,

URBAN SYSTEMS LTD.

A handwritten signature in blue ink, appearing to read "M. Elenany".

Mohammed Elenany, P.Eng
Project Engineer

/ME

Encl.

A handwritten signature in blue ink, appearing to read "Matt Brassard".

Matt Brassard, P.Eng.
Project Manager



September 7, 2011

Urban Systems Ltd.
Suite 200, 10345-105 Street
Edmonton, Alberta
T5J 1E8

Attention: Mr. Mohammed Elenany, Ph. D., P. Eng.

Dear Sir:

Project: COUNTY OF ST. PAUL ENGINEERING DESIGN STANDARDS (POWER 3 LIGHTING)

Thank you for considering DES Engineering Ltd. for this project. We are pleased to provide you this hourly proposal with maximum upset limit fee.

DES Engineering Ltd. is pleased to supply extensive electrical engineering design and construction management services in the areas of overhead and underground primary and secondary power distribution systems, traffic signal systems along with highway and roadway illumination systems to clients throughout Alberta. Through our UDI Greater Edmonton membership we sit on numerous shallow utility committees in the various municipalities and provide input into engineering standards for power, communications and roadway lighting. We were assigned the task in conjunction with Stantec Consulting to write the City of Edmonton Lighting Standards for the Transportation Department. Having worked on everything from large scale residential subdivisions, systems interchanges to local residential roads, our design team is un-paralleled with experience in power distribution, high mast lighting, traditional high intensity discharge lighting and more recently LED lighting.

With local knowledge and over 140 years combined experience from the personnel listed below, DES Engineering's experience produces superior solutions. Personnel working directly on this project are listed below. Resumes can be provided upon request if required.

A. E. Thomas, P. Eng.
Dan Hamilton
Dwayne Dufva
Michael E. Field MILE, R.E.T
Evan Zukiwsky, C.E.T.
Thomas Kyle, E.I.T
George Vailas, E.I.T
Ron Reisdorf, C.E.T.

Managing Partner, Electrical Engineer
Partner, Senior Electrical Consultant
Partner, Senior Electrical Consultant
Senior Lighting Consultant
Lighting & Electrical Consultant
Lighting & Electrical Consultant
Lighting & Electrical Consultant
Project Manager

➤ **OUR SCOPE (Power and Communications)**

- ❖ Attend initial startup meeting with the County of St. Paul to discuss complete scope of project and level of detail required for the power and roadway lighting standards.
- ❖ Review standard roadway cross-sections and existing line assignments.
- ❖ Contact the power and communications utilities to determine their particular requirements.
- ❖ Provide information to the gas utility(s) for comment.
- ❖ Incorporate gas requirements into power/communication requirements so all shallow utility requirements, clearances and offsets have been considered.
- ❖ Prepare report for the County for review and comment.
- ❖ Provide line assignments alignments based on information gathered from all stakeholders.
- ❖ Preparation of cross-sectional drawings detail if required.

➤ **OUR SCOPE (Roadway Lighting)**

- ❖ Meet with the County to discuss and review County Lighting requirements.
- ❖ Discuss advantages and disadvantages of established roadway lighting standards for RTAC and IESNA.
- ❖ Provide information on Alberta Transportation Lighting requirements and how that may affect the County.
- ❖ Provide up to date information on the latest LED technologies available today.
- ❖ Provide advantages and disadvantages of LED Lighting.
- ❖ Provide information to the power utility for comment.
- ❖ Establish roadway lighting performances and material specification if required.

Our hourly rates are as followed:

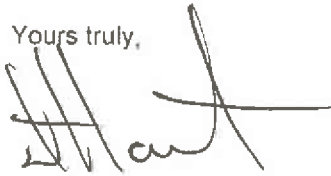
A.E. Thomas, P. Eng.	\$165.00/hr
Dan Hamilton, Project Manager	\$135.00/hr
Dwayne Dufva, Project Manager	\$135.00/hr
Michael Field, Lighting Consultant	\$135.00/hr
Ron Reisdorf, C.E.T., Project Manager	\$120.00/hr
Evan Zukiwsky, C.E.T., Project Manager	\$120.00/hr
George Vailas, E.I.T., Project Manager	\$120.00/hr
Thomas Kyle, E.I.T., Project Manager	\$120.00/hr
Drafting Technician	\$65.00/hr
Administration	\$55.00/hr

We would propose to bill monthly for our services based on the hourly rates stated above.

Our maximum upset limit would be \$28,500.00 (not inclusive of GST).

Please note disbursements will be billed at cost plus 10% for travel and accommodation expenses where required. Feel free to contact me if you have any questions regarding the above document. We look forward to working with you and for the opportunity to provide this proposal.

Yours truly,

A handwritten signature in black ink, appearing to read 'Dan Hamilton', written over a horizontal line.

Dan Hamilton, Partner
DES Engineering Ltd.



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

Issue Summary Report

7.26 NORTHERN LIGHTS LIBRARY BOARD BUDGET INCREASE

#20111006005

Meeting : October 11, 2011

Meeting Date : 2011/10/11 10:00

Background

The Northern Lights Library Board has sent out information regarding their 2012 budget - which has been sent to Council via email. They are requesting a 5% budget increase for contribution from municipalities. The increase that the County of St. Paul would experience is going from \$25,655.25 in 2011 to \$26,958.75 in 2012 a difference of \$1,303.50. The County Library Board will also experience the same increase making the overall increase to the budget \$2,607.00 for 2012.

Maxine Fodness is the Council representative on that Board and may have additional information to provide Council regarding the Northern Lights Library Board budget request.

Recommendation

That County Council approve the Northern Lights Library System budget request as presented.

Additional Information

Originated By : skitz



Northern Lights Library System

2011 Budget

- Operating Budget
- Budget Summary
- Capital Budget
- Capital Budget Summary
- Appendices



5615 -48 Street, Elk Point, AB T0A 1A0

1.800.561.0387

www.nlls.ab.ca

2011 Operating Budget

2011 Budget Summary

2011 Capital Budget

Capital Budget Summary

Appendices

Appendix 1 for 7.26: Northern Lights budget request

NORTHERN LIGHTS LIBRARY SYSTEM					
2012 Budgeted Levy per Capita					
		REVENUE			
MUNICIPAL LEVIES	POP. (2010)		LEVY	MUNICIPAL	BOARD
Athabasca	2734	Municipal	\$4.55	\$12,439.70	
		Library Board	\$4.55		\$12,439.70
Athabasca, County of	7592	Municipal	\$4.55	\$34,543.60	
		Library Board	\$4.55		\$34,543.60
Beaver County	5676	Municipal	\$9.10	\$51,651.60	
Bon Accord	1534	Municipal	\$4.55	\$6,979.70	
		Library Board	\$4.55		\$6,979.70
Bondiss, S.V. of	131	Municipal	\$9.10	\$1,192.10	
Bonnyville	6470	Municipal	\$4.55	\$29,438.50	
		Library Board	\$4.55		\$29,438.50
Bonnyville, M.D. of	9047	Municipal	\$4.55	\$41,163.85	
		Library Board	\$4.55		\$41,163.85
Boyle	918	Municipal	\$4.55	\$4,176.90	
		Library Board	\$4.55		\$4,176.90
Bruderheim	1215	Municipal	\$4.55	\$5,528.25	
		Library Board	\$4.55		\$5,528.25
Chauvin	321	Municipal	\$4.55	\$1,460.55	
		Library Board	\$4.55		\$1,460.55
Cold Lake	13924	Municipal	\$4.55	\$63,354.20	
		Library Board	\$4.55		\$63,354.20
Edgerton	393	Municipal	\$4.55	\$1,788.15	
		Library Board	\$4.55		\$1,788.15
Elk Point	1512	Municipal	\$4.55	\$6,879.60	
		Library Board	\$4.55		\$6,879.60
Gibbons	2848	Municipal	\$4.55	\$12,958.40	
		Library Board	\$4.55		\$12,958.40
Holden	398	Municipal	\$4.55	\$1,810.90	
		Library Board	\$4.55		\$1,810.90
Innisfree	233	Municipal	\$4.55	\$1,060.15	
		Library Board	\$4.55		\$1,060.15
Irma	444	Municipal	\$4.55	\$2,020.20	
		Library Board	\$4.55		\$2,020.20
Kitscoty	847	Municipal	\$4.55	\$3,853.85	
		Library Board	\$4.55		\$3,853.85
Island Lake, S.V. of	351	Municipal	\$9.10	\$3,194.10	
Lac La Biche County	9123	Municipal	\$4.55	\$41,509.65	
		Library Board	\$4.55		\$41,509.65
Mannville	761	Municipal	\$4.55	\$3,462.55	
		Library Board	\$4.55		\$3,462.55
Marwayne	569	Municipal	\$4.55	\$2,588.95	
		Library Board	\$4.55		\$2,588.95
Mewatha Beach, S.V. of	167	Municipal	\$9.10	\$1,519.70	
Minburn, County of	3319	Municipal	\$9.10	\$30,202.90	
Minburn, Village of	65	Municipal	\$9.10	\$591.50	
Morinville	7636	Municipal	\$4.55	\$34,743.80	
		Library Board	\$4.55		\$34,743.80
Mundare	823	Municipal	\$4.55	\$3,744.65	
		Library Board	\$4.55		\$3,744.65
Myrnam	362	Municipal	\$9.10	\$3,294.20	
Paradise Valley	183	Municipal	\$4.55	\$832.65	
		Library Board	\$4.55		\$832.65
Pelican Narrows, S.V. of	141	Municipal	\$9.10	\$1,283.10	
Redwater	2192	Municipal	\$4.55	\$9,973.60	
		Library Board	\$4.55		\$9,973.60
Ryley	458	Municipal	\$4.55	\$2,083.90	
		Library Board	\$4.55		\$2,083.90
St. Paul	5632	Municipal	\$4.55	\$25,625.60	
		Library Board	\$4.55		\$25,625.60
St. Paul, County of	5925	Municipal	\$4.55	\$26,958.75	

Appendix 1 for 7.26: Northern Lights budget request

NORTHERN LIGHTS LIBRARY SYSTEM					
2012 Budgeted Levy per Capita					
			REVENUE		
MUNICIPAL LEVIES	POP. (2010)		LEVY	MUNICIPAL	BOARD
		Library Board	\$4.55		\$26,958.75
Smoky Lake	1010	Municipal	\$4.55	\$4,595.50	
		Library Board	\$4.55		\$4,595.50
Smoky Lake County	2716	Municipal	\$9.10	\$24,715.60	
Sturgeon County	19165	Municipal	\$9.10	\$174,401.50	
Sunset Beach, S.V. of	88	Municipal	\$9.10	\$800.80	
Thorhild, County of	3547	Municipal	\$4.55	\$16,138.85	
		Library Board	\$4.55		\$16,138.85
Tofield	1876	Municipal	\$4.55	\$8,535.80	
		Library Board	\$4.55		\$8,535.80
Two Hills	1232	Municipal	\$4.55	\$5,605.60	
		Library Board	\$4.55		\$5,605.60
Two Hills, County of include Derwent	2926	Municipal	\$9.10	\$26,626.60	
Vegreville	5834	Municipal	\$4.55	\$26,544.70	
		Library Board	\$4.55		\$26,544.70
Vermilion	4472	Municipal	\$4.55	\$20,347.60	
		Library Board	\$4.55		\$20,347.60
Vermilion, County of	7900	Municipal	\$9.10	\$71,890.00	
Vilna	274	Municipal	\$4.55	\$1,246.70	
		Library Board	\$4.55		\$1,246.70
Viking	1085	Municipal	\$4.55	\$4,936.75	
		Library Board	\$4.55		\$4,936.75
Wainwright	5775	Municipal	\$4.55	\$26,276.25	
		Library Board	\$4.55		\$26,276.25
Wainwright, M.D. of	4113	Municipal	\$9.10	\$37,428.30	
Waskatenau	278	Municipal	\$4.55	\$1,264.90	
		Library Board	\$4.55		\$1,264.90
Whispering Hills S.V. of	125	Municipal	\$9.10	\$1,137.50	
S.V. Island Lake South	105	Municipal	\$9.10	\$955.50	
	156,465			\$927,358.25	\$496,473.25
Total Population Based Revenue:					
SUMMARY					
Municipal Levies	\$927,358.25				
Library Board Levies	\$496,473.25				
Provincial Operating Grant	\$711,915.75				
Provincial Rural Grant	\$255,690.00				
	<u>\$2,391,437.25</u>				
Population Change					

Appendix 1 for 7.26: Northern Lights budget request

NORTHERN LIGHTS LIBRARY SYSTEM					
2012 BUDGET					
Cost Increase per member over 2011		REVENUE			
MUNICIPAL LEVIES	POP. (2010)		LEVY	MUNICIPAL	BOARD
Athabasca	2734	Municipal	\$0.22	\$601.48	
		Library Board	\$0.22		\$601.48
Athabasca, County of	7592	Municipal	\$0.22	\$1,670.24	
		Library Board	\$0.22		\$1,670.24
Beaver County	5676	Municipal	\$0.44	\$2,497.44	
Bon Accord	1534	Municipal	\$0.22	\$337.48	
		Library Board	\$0.22		\$337.48
Bondiss, S.V. of	131	Municipal	\$0.44	\$57.64	
Bonnyville	6470	Municipal	\$0.22	\$1,423.40	
		Library Board	\$0.22		\$1,423.40
Bonnyville, M.D. of	9047	Municipal	\$0.22	\$1,990.34	
		Library Board	\$0.22		\$1,990.34
Boyle	918	Municipal	\$0.22	\$201.96	
		Library Board	\$0.22		\$201.96
Bruderheim	1215	Municipal	\$0.22	\$267.30	
		Library Board	\$0.22		\$267.30
Chauvin	321	Municipal	\$0.22	\$70.62	
		Library Board	\$0.22		\$70.62
Cold Lake	13924	Municipal	\$0.22	\$3,063.28	
		Library Board	\$0.22		\$3,063.28
Edgerton	393	Municipal	\$0.22	\$86.46	
		Library Board	\$0.22		\$86.46
Elk Point	1512	Municipal	\$0.22	\$332.64	
		Library Board	\$0.22		\$332.64
Gibbons	2848	Municipal	\$0.22	\$626.56	
		Library Board	\$0.22		\$626.56
Holden	398	Municipal	\$0.22	\$87.56	
		Library Board	\$0.22		\$87.56
Innisfree	233	Municipal	\$0.22	\$51.26	
		Library Board	\$0.22		\$51.26
Irma	444	Municipal	\$0.22	\$97.68	
		Library Board	\$0.22		\$97.68
Kitscoty	847	Municipal	\$0.22	\$186.34	
		Library Board	\$0.22		\$186.34
Island Lake, S.V. of	351	Municipal	\$0.44	\$154.44	
Lac La Biche County	9123	Municipal	\$0.22	\$2,007.06	
		Library Board	\$0.22		\$2,007.06
Mannville	761	Municipal	\$0.22	\$167.42	
		Library Board	\$0.22		\$167.42
Marwayne	569	Municipal	\$0.22	\$125.18	
		Library Board	\$0.22		\$125.18
Mewatha Beach, S.V. of	167	Municipal	\$0.44	\$73.48	
Minburn, County of	3319	Municipal	\$0.44	\$1,460.36	
Minburn, Village of	65	Municipal	\$0.44	\$28.60	
Morinville	7636	Municipal	\$0.22	\$1,679.92	
		Library Board	\$0.22		\$1,679.92
Mundare	823	Municipal	\$0.22	\$181.06	
		Library Board	\$0.22		\$181.06
Myrnam	362	Municipal	\$0.44	\$159.28	
Paradise Valley	183	Municipal	\$0.22	\$40.26	
		Library Board	\$0.22		\$40.26
Pelican Narrows, S.V. of	141	Municipal	\$0.44	\$62.04	
Redwater	2192	Municipal	\$0.22	\$482.24	
		Library Board	\$0.22		\$482.24

Appendix 1 for 7.26: Northern Lights budget request

NORTHERN LIGHTS LIBRARY SYSTEM					
2012 BUDGET					
Cost Increase per member over 2011					
MUNICIPAL LEVIES	POP. (2010)		LEVY	REVENUE	
				MUNICIPAL	BOARD
Riley	458	Municipal	\$0.22	\$100.76	
		Library Board	\$0.22		\$100.76
St. Paul	5632	Municipal	\$0.22	\$1,239.04	
		Library Board	\$0.22		\$1,239.04
St. Paul, County of	5925	Municipal	\$0.22	\$1,303.50	
		Library Board	\$0.22		\$1,303.50
Smoky Lake	1010	Municipal	\$0.22	\$222.20	
		Library Board	\$0.22		\$222.20
Smoky Lake County	2716	Municipal	\$0.44	\$1,195.04	
Sturgeon County	19165	Municipal	\$0.44	\$8,432.60	
Sunset Beach, S.V. of	88	Municipal	\$0.44	\$38.72	
Thorhild, County of	3547	Municipal	\$0.22	\$780.34	
		Library Board	\$0.22		\$780.34
Tofield	1876	Municipal	\$0.22	\$412.72	
		Library Board	\$0.22		\$412.72
Two Hills	1232	Municipal	\$0.22	\$271.04	
		Library Board	\$0.22		\$271.04
Two Hills, County of include Derwent	2926	Municipal	\$0.44	\$1,287.44	
Vegreville	5834	Municipal	\$0.22	\$1,283.48	
		Library Board	\$0.22		\$1,283.48
Vermilion	4472	Municipal	\$0.22	\$983.84	
		Library Board	\$0.22		\$983.84
Vermilion, County of	7900	Municipal	\$0.44	\$3,476.00	
Vilna	274	Municipal	\$0.22	\$60.28	
		Library Board	\$0.22		\$60.28
Viking	1085	Municipal	\$0.22	\$238.70	
		Library Board	\$0.22		\$238.70
Wainwright	5775	Municipal	\$0.22	\$1,270.50	
		Library Board	\$0.22		\$1,270.50
Wainwright, M.D. of	4113	Municipal	\$0.44	\$1,809.72	
Waskatenau	278	Municipal	\$0.22	\$61.16	
		Library Board	\$0.22		\$61.16
Whispering Hills S.V. of	125	Municipal	\$0.44	\$55.00	
S.V. Island Lake South	105	Municipal	\$0.44	\$46.20	
	156,465			\$44,839.30	\$24,005.30
Total Population Based Revenue:					
SUMMARY					
Municipal Levies	\$44,839.30				
Library Board Levies	\$24,005.30				
Total Levy Increase	\$68,844.60				
Population Change					



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

Issue Summary Report

7.27 COUNTY OF ST. PAUL 50TH ANNIVERSARY

#20111006004

Meeting : October 11, 2011

Meeting Date : 2011/10/11 10:00

Background

2012 marks the 50th Anniversary of the County of St. Paul. Council to discuss if they want to do something to commemorate this anniversary.

Recommendation

As per Council's wishes.

Additional Information

Originated By : skitz



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

Issue Summary Report

7.28 IN CAMERA

#20111005013

Meeting : October 11, 2011

Meeting Date : 2011/10/11 10:00

Background

In Camera items to be presented at the meeting.

Recommendation

Motion that the meeting to in Camera at <time> to discuss a staffing issue.

Motion that the meeting return to an open meeting.

Additional Information

Originated By : skitz



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

Issue Summary Report

7.29 NORTH CENTRAL ALBERTA CHILD AND FAMILY SERVICES PLANNING CONSULTATION

#20111007001

Meeting : October 11, 2011

Meeting Date : 2011/10/11 10:00

Background

The North Central Alberta Child and Family Services Authority will be holding its 2012 - 2015 Business Planning Community Consultation on November 9, 2012 in Lac La Biche from 1:00 - 4:00 p.m. All Council members were provided a copy of the letter inviting them to participate. There does not appear to be a charge for participating in this consultation session.

Councillor Fodness has indicated that she would like to attend.

Recommendation

That Councillor Fodness and any other member of Council be authorized to attend the North Central Alberta Child and Family Services Authority 2012 - 2015 Business Planning Community Consultation.

Additional Information

Originated By : skitz



NORTH CENTRAL ALBERTA
CHILD AND FAMILY SERVICES AUTHORITY

Regional Administrative Office
Box 4742, 2nd Floor, 5143 50th Street
Barrhead, AB. T7N 1A6

Phone: (780) 305-2440
Fax: (780) 305-2444
www.northcentralalbertacfsa.gov.ab.ca

September 29, 2011

Ms. Maxine Fodness
County of St. Paul No. 19
5015 - 49 Avenue
St. Paul, AB T0A 3A4

Dear Ms. Fodness:

On behalf of the Board of the North Central Alberta Child and Family Services Authority (Region 7 CFSA), we would like to extend a personal invitation for you or designate(s) of your choosing to join us for the *2012-2015 Business Planning Community Consultation*. It is our sincere hope you will share with us your insights and knowledge in shaping strategies to support children, youth and families in our Region.

Please choose the date and location below that would be most accommodating for you and your organization:

Jasper

Date: October 12th
Time: 1:00 – 4:00 p.m.
Location: Jasper Inn and Suites ~
Pyramid Room
98 Geikie Street

Athabasca

Date: October 14th
Time: 1:00 – 4:00 p.m.
Location: Athabasca Regional Multiplex ~
Perpetual Meeting Room
#2 University Drive

Barrhead

Date: November 7th
Time: 1:00 – 4:00 p.m.
Location: Barrhead United Church ~
Church Basement
5102 – 60th Street

Lac La Biche

Date: November 9th
Time: 1:00 – 4:00 p.m.
Location: Ramada Inn & Suites
9305 – 100th Street

**Government
of Alberta** ■

The half day sessions will be facilitated by Heather Nickel from our Community Development Partners in St. Paul.

The intent of this Community Consultation process is:

- To help continually improve programs and services to children, youth and families in our communities;
- To provide the opportunity for community members, organizational leaders and service providers to contribute to the building of North Central Alberta CFSA's Regional Business Plan;
- To provide the opportunity to share how you or your organization can play a part in improving the lives of vulnerable children, youth and families; and
- To strengthen relationships with community stakeholders.

We will focus some of our day on the 4 principles that shape our "vision" for Children and Youth Services: Prevention, Preservation, Protection and Partnership.

Prevention:

- An organization that recognizes relationships will help build community capacity; to help families grow strong and maintain their resiliency and their opportunity to provide the best environment for their children.

Preservation:

- An organization that provides or makes provision to support the family and family system whenever or wherever families are perceived to be at risk.

Protection:

- An organization that is responsible for child protection when children are at risk. The organization must provide resources and protect those in need.

Partnership:

- An organization must work closely with the community through cooperative, informed and respectful relationships in order to ensure the best interests of its families are being met.

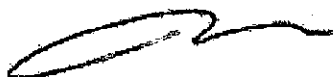
We will also embark on a facilitated exercise that will require a little forethought on your part. Please think about how you would respond to the following questions:

- 1) We are in the business of serving children, youth and families with needs. What is a) working well in your communities and b) not working well?
- 2) In regards to the things that are working well – why are they working and what needs to be in place to ensure their continued success?
- 3) In regards to the things that are not working well – why are they challenges for your community and what has prevented them from working?
- 4) What specific message(s) should the Region be sharing with other stakeholders, CFSA staff and management, the Ministry and others regarding the issues in your communities?

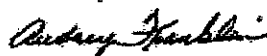
To help in our planning process, please RSVP to Charity Wallace at least four days prior to the event of your choice by phone at 780-305-2439 or by email at charity.wallace@gov.ab.ca. Please indicate your event of choice at that time.

If you are unable to attend any of this year's events but would still like to provide your input, please contact Charity Wallace and she will send you a link to a survey.

We look forward to your involvement and anticipate a very valuable and productive session.



Brian Broughton, Co-Chair
North Central Alberta
Child and Family Services Authority
Region 7



Audrey Franklin, Co-Chair
North Central Alberta
Child and Family Services Authority
Region 7



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

Issue Summary Report

7.30 ASHMONT/LOTTIE LAKE WATER DIVERSION LICENSE

#20111007002

Meeting : October 11, 2011

Meeting Date : 2011/10/11 10:00

Background

As part of the Ashmont/Lottie Lake water project, the County will need to get a diversion license from Alberta Environment that will authorize the County to increase the volume of water taken out of the Ashmont well in order to provide water to both Ashmont and Lottie Lake. In order to obtain this license we have to prove that increasing the volume of water drawn from this well will not affect other users of the Beverly Channel. This proof will require a pump test as well as monitoring at another well along the Beverly Channel. A work plan including costs for this test are attached - the projected cost is \$48,300.

This work has not yet been approved by Alberta Transportation, so any motion of Council would be subject to approval of Alberta Transportation. However if it is not approved by Alberta Transportation, then the County may be required to drill another well which is estimated to be \$150,000 up to \$175,000.

Recommendation

That Council authorize the work plan proposed by Thurber Engineering in order to provide information in support of an AENV groundwater license application for increased production over the originally licensed 3.8 L/s capacity to supply water for Ashmont and Lottie Lake, subject to approval of Alberta Transportation.

Additional Information

Originated By : skitz



October 4, 2011

File: 17-610-154

Urban Systems Ltd.
10345 105 Street N.W. #200
Edmonton, Alberta
T5J 1E8

Attention: Mr. Matt Brassard, P.Eng.

**PROPOSAL FOR
GROUNDWATER SUPPLY AUGMENTATION AT
ASHMONT, ALBERTA**

Dear Sir:

Further to discussions with Mr. Matt Brassard, P.Eng. of Urban Systems Ltd. (USL), Thurber Engineering Ltd. (Thurber) is pleased to submit this proposal and price estimate to carry out a two-part hydrogeological investigation for a groundwater license application of a pre-existing well at a higher pumping rate, and if necessary, installing an additional supply well.

1. BACKGROUND

Information supplied by USL indicates that the Town of Ashmont requires a licensed groundwater supply expansion from 3.8 L/s to as high as 11.6 L/s. USL has estimated 8 L/s for a 10 year projection and up to 13 L/s for a 20 year projection.

The pumping test¹ of the originally installed well (PW1) was carried out at 6.2 L/s, calculated a transmissivity of 153 m²/day, and a 20 year sustainable yield (Q₂₀) of 24.9 L/s. The well was licensed by Alberta Environment (AENV) in 2002 at 3.8 L/s as a voluntary limitation to production.

¹ MLM Ground-Water Engineering Ltd. October 2002. "Exploration, Construction and Testing of Production Well PW1 for Hamlet of Ashmont", project 02C-579-1b.



Step testing by Thurber² has indicated that the well can sustain pump rates as high as 11.3 L/s without incurring drawdown below the top of the aquifer. However, apparent transmissivity has decreased from 153 m²/day to 114 m²/day. Available drawdown has decreased by changes in AENV March 2011 "Guide to Groundwater Authorization" (2011 Groundwater Guidelines) mandates, from 62 m (top of screen in 2002) to 29 m (top of aquifer in 2011).

1. SCOPE OF WORK

The scope of this work is to test PW1 at 7.4 L/s to provide information in support of an AENV groundwater license application by USL for increased production over the originally licensed 3.8 L/s capacity. In addition Thurber will provide pricing information for the location, installation and testing of an additional supply well with an observation well, if required.

To fulfill the objectives, Thurber's proposed scope of work will include work in two stages for the PW1 re-test and license application, and a similar two-staged work effort for an additional supply well.

Stage 1 - Desktop Study

- Format a desktop hydrogeological assessment, per AENV 2011 Groundwater Guidelines. This will include a field-verified well survey with information already compiled from Thurber's September 2011 report³.

Stage 2: Field Investigation

- Conduct one pumping test at 7.4 L/s with 72 hours drawdown and up to 72 hours recovery (per AENV 2011 Groundwater Guidelines);
- For PW1, we will use the pre-existing observation well OW1, and if possible, the AENV regional monitoring well #2708E to conduct monitoring for distance drawdown effects;
- Collect groundwater samples at the beginning and finish of aquifer testing;
- Perform data reduction and analysis of the pumping test data, and evaluate the lateral impact of pumping;

² Thurber Engineering Ltd. September 16, 2011. "Draft Municipal Groundwater Evaluation Near Ashmont, Alberta (5-13-059-11 W4M)", project 17-610-154.

³ Ibid reference 2



- If an additional groundwater supply well is required, we would co-ordinate the installation and development of one (1) pumping well, and one (1) observation well at a new site using an Alberta certified water well contractor. The new pumping well would require a separate desktop study and pumping test with water sampling, as described above; and
- Prepare a report documenting the well installation, the results, and interpreted yield for the well. The report will also include data required for groundwater supply permit application, per AENV 2011 Guide to Groundwater Authorization.

2. HYDROGEOLOGICAL INVESTIGATION METHODOLOGY

Thurber's hydrogeological investigation program will not address surface water, creek diversions, or treated sewage effluent as potential sources.

2.1 *Stage 1 - Desktop Study*

The desktop study will be a compilation and review of existing published information for the occurrence of groundwater within the area. Thurber will obtain and review readily available data for the area of interest including the AENV water-well and water quality data base, Alberta Geological Survey geological maps and reports, and Alberta Research Council hydrogeological reports. The evaluation will also include a review of the groundwater quality data in the area and a GWUDI assessment. Some of this information will be used from Thurber's September 2011 report⁴.

A field-verified survey will be performed during Stage 1, as an inventory of descriptions and locations of water wells, springs, and dugouts within a 1.6 kilometre radius around the PW1 location.

Thurber will prepare a cross-section describing the hydrogeological conditions at the site. This information is typically used to refine the Stage 2 drilling program, and will be submitted with the increased rate license application for PW1 to update the GWUDI assessment and field-verified survey.

If an additional groundwater supply well is required, a full Stage 1 Desktop Study would be required to scope out a new location.

⁴ Ibid reference 2



2.2 Stage 2 - Well Installation and Aquifer Testing Program

Thurber proposes to undertake a 72 hour pump test and 72 hour recovery test at the existing PW1 well. Thurber has assumed that discharge of the water does not require a permit or that the permit will be obtained by USL or the County of Saint Paul. Thurber will provide supervision of the pump test and monitor water levels in the wells. The set-up, start-up, shut-down, and take-down of the pumping test equipment will be performed by a water well drilling contractor. Time-drawdown data will be collected in both the pumping and observation wells using manual water level meters, and pressure transducer data-loggers.

Discharge during the pump test will be measured via a flow-meter.

A water sample will be collected near the start and finish of the constant rate discharge test and submitted for analyses, per AENV 2011 Groundwater Guidelines. We will also include additional analyses for: E. Coli, UV absorbance, electrical conductivity, and TOC. Field water quality parameters will include electrical conductivity, pH, temperature, dissolved oxygen and oxygen reducing potential.

2.2.1 Additional Groundwater Well (if required)

If an additional groundwater supply well is required, one 219 mm diameter water well and one 50 mm diameter observation well will be installed by a licensed water well drilling contractor under full time supervision of Thurber personnel at the new site. Based on a preliminary assessment of the region, Thurber has estimated that the water well and observation well will be installed to a depth of 130 m into the Beverly Channel aquifer.

Once the wells have been installed and developed, a new aquifer testing program will be undertaken. The purpose of the aquifer testing program is to estimate: the volume and quality of groundwater the well and aquifer can safely yield on a short-term basis and throughout the life of the project, the effect of pumping on neighbours wells, and the possibility of aquifer connections with surface waters.

3. SCHEDULE

Thurber has tentatively made arrangements with Lakeland Drilling Ltd. to perform the 72 hour pumping test for PW1 in mid-October.



4. REPORT

The results of the Stage 1 and Stage 2 program for testing PW1 will be presented in one draft report. Final reports will be provided within two weeks of receipt of review comments. We have budgeted for one electronic copy and four hard copies for the final report.

5. PRICE ESTIMATE

The price to conduct this hydrogeological investigation is summarized in Table 5.1 and does not include GST. The investigation, installation and testing of a new well, if required, is estimated to be on the order of \$150,000 to \$175,000, not including GST.

**TABLE 5.1
PRICE ESTIMATE
GROUNDWATER SUPPLY AUGMENTATION AT
ASHMONT, ALBERTA**

TASK	FEES	DISB	SUBS	TOTALS
Stage 1, Desktop Study				
Groundwater evaluation. Field Survey	\$4,700	\$1,100	\$0	\$5,800
Stage 2, Aquifer Testing Program (Prelim)				
1. 72 hr pump + 72 hr recovery test	\$2,600	\$6,800	\$16,500	\$25,900
water sampling at start and finish	\$1,300	\$600	\$600	\$2,500
2. Reporting, project management	\$13,000	\$1,100	\$0	\$14,100
Estimated Totals (excluding GST)	\$21,600	\$9,600	\$17,100	\$48,300

The price estimate is based on the understanding that;

- The sites are accessible to truck-mounted equipment;
- We have priced this estimate on the assumption that pumping test water can be discharged on the surface; and
- No allowance has been made for public meetings or meetings with AENV.



THURBER ENGINEERING LTD.

6. CLOSURE

We trust this proposal and price estimate meet with your present requirements. Should you have any questions or require additional information, please contact the undersigned at your earliest convenience.

Yours very truly,
Thurber Engineering Ltd.
Neal Fernuik, M.Sc., P.Biol., P.Eng.
Environmental Scientist/Principal

R. TerBerg M.Sc., P.Geol.,
Senior Hydrogeologist
/lg

Attachments

- Statement of General Conditions



STATEMENT OF GENERAL CONDITIONS

1. STANDARD OF CARE

This study and Report have been prepared in accordance with generally accepted engineering or environmental consulting practices in this area. No other warranty, expressed or implied, is made.

2. COMPLETE REPORT

All documents, records, data and files, whether electronic or otherwise, generated as part of this assignment are a part of the Report which is of a summary nature and is not intended to stand alone without reference to the instructions given to us by the Client, communications between us and the Client, and to any other reports, writings, proposals or documents prepared by us for the Client relative to the specific site described herein, all of which constitute the Report.

IN ORDER TO PROPERLY UNDERSTAND THE SUGGESTIONS, RECOMMENDATIONS AND OPINIONS EXPRESSED HEREIN, REFERENCE MUST BE MADE TO THE WHOLE OF THE REPORT. WE CANNOT BE RESPONSIBLE FOR USE BY ANY PARTY OF PORTIONS OF THE REPORT WITHOUT REFERENCE TO THE WHOLE REPORT.

3. BASIS OF REPORT

The Report has been prepared for the specific site, development, design objectives and purposes that were described to us by the Client. The applicability and reliability of any of the findings, recommendations, suggestions, or opinions expressed in the document, subject to the limitations provided herein, are only valid to the extent that this Report expressly addresses proposed development, design objectives and purposes, and then only to the extent there has been no material alteration to or variation from any of the said descriptions provided to us unless we are specifically requested by the Client to review and revise the Report in light of such alteration or variation or to consider such representations, information and instructions.

4. USE OF THE REPORT

The information and opinions expressed in the Report, or any document forming part of the Report, are for the sole benefit of the Client. NO OTHER PARTY MAY USE OR RELY UPON THE REPORT OR ANY PORTION THEREOF WITHOUT OUR WRITTEN CONSENT AND SUCH USE SHALL BE ON SUCH TERMS AND CONDITIONS AS WE MAY EXPRESSLY APPROVE. The contents of the Report remain our copyright property. The Client may not give, lend or, sell the Report, or otherwise make the Report, or any portion thereof, available to any person without our prior written permission. Any use which a third party makes of the Report, are the sole responsibility of such third parties. Unless expressly permitted by us, no person other than the Client is entitled to rely on this Report. We accept no responsibility whatsoever for damages suffered by any third party resulting from use of the Report without our express written permission.

5. INTERPRETATION OF THE REPORT

- a) Nature and Exactness of Soil and Contaminant Description: Classification and identification of soils, rocks, geological units, contaminant materials and quantities have been based on investigations performed in accordance with the standards set out in Paragraph 1. Classification and identification of these factors are judgmental in nature. Comprehensive sampling and testing programs implemented with the appropriate equipment by experienced personnel, may fail to locate some conditions. All investigations utilizing the standards of Paragraph 1 will involve an inherent risk that some conditions will not be detected and all documents or records summarizing such investigations will be based on assumptions of what exists between the actual points sampled. Actual conditions may vary significantly between the points investigated and the Client and all other persons making use of such documents or records with our express written consent should be aware of this risk and this report is delivered on the express condition that such risk is accepted by the Client and such other persons. Some conditions are subject to change over time and those making use of the Report should be aware of this possibility and understand that the Report only presents the conditions at the sampled points at the time of sampling. Where special concerns exist, or the Client has special considerations or requirements, the Client should disclose them so that additional or special investigations may be undertaken which would not otherwise be within the scope of investigations made for the purposes of the Report.
- b) Reliance on Provided Information: The evaluation and conclusions contained in the Report have been prepared on the basis of conditions in evidence at the time of site inspections and on the basis of information provided to us. We have relied in good faith upon representations, information and instructions provided by the Client and others concerning the site. Accordingly, we cannot accept responsibility for any deficiency, misstatement or inaccuracy contained in the Report as a result of misstatements, omissions, misrepresentations, or fraudulent acts of the Client or other persons providing information relied on by us. We are entitled to rely on such representations, information and instructions and are not required to carry out investigations to determine the truth or accuracy of such representations, information and instructions.

(see over)



INTERPRETATION OF THE REPORT *(continued . . .)*

- c) Design Services: The Report may form part of the design and construction documents for information purposes even though it may have been issued prior to the final design being completed. We should be retained to review the final design, project plans and documents prior to construction to confirm that they are consistent with the intent of the Report. Any differences that may exist between the report recommendations and the final design detailed in the contract documents should be reported to us immediately so that we can address potential conflicts.
- d) Construction Services: During construction we must be retained to provide field reviews. Field reviews consist of performing sufficient and timely observations of encountered conditions to confirm and document that the site conditions do not materially differ from those interpreted conditions considered in the preparation of the report. Adequate field reviews are necessary for Thurber to provide letters of assurance, in accordance with the requirements of many regulatory authorities.

6. RISK LIMITATION

Geotechnical engineering and environmental consulting projects often have the potential to encounter pollutants or hazardous substances and the potential to cause an accidental release of those substances. In consideration of the provision of the services by us, which are for the Client's benefit, the Client agrees to hold harmless and to indemnify and defend us and our directors, officers, servants, agents, employees, workmen and contractors (hereinafter referred to as the "Company") from and against any and all claims, losses, damages, demands, disputes, liability and legal investigative costs of defence, whether for personal injury including death, or any other loss whatsoever, regardless of any action or omission on the part of the Company, that result from an accidental release of pollutants or hazardous substances occurring as a result of carrying out this Project. This indemnification shall extend to all Claims brought or threatened against the Company under any federal or provincial statute as a result of conducting work on this Project. In addition to the above indemnification, the Client further agrees not to bring any claims against the Company in connection with any of the aforementioned causes.

7. SERVICES OF SUBCONSULTANTS AND CONTRACTORS

The conduct of engineering and environmental studies frequently requires hiring the services of individuals and companies with special expertise and/or services which we do not provide. We may arrange the hiring of these services as a convenience to our Clients. As these services are for the Client's benefit, the Client agrees to hold the Company harmless and to indemnify and defend us from and against all claims arising through such hirings to the extent that the Client would incur had he hired those services directly. This includes responsibility for payment for services rendered and pursuit of damages for errors, omissions or negligence by those parties in carrying out their work. In particular, these conditions apply to the use of drilling, excavation and laboratory testing services.

8. CONTROL OF WORK AND JOBSITE SAFETY

We are responsible only for the activities of our employees on the jobsite. The presence of our personnel on the site shall not be construed in any way to relieve the Client or any contractors on site from their responsibilities for site safety. The Client acknowledges that he, his representatives, contractors or others retain control of the site and that we never occupy a position of control of the site. The Client undertakes to inform us of all hazardous conditions, or other relevant conditions of which the Client is aware. The Client also recognizes that our activities may uncover previously unknown hazardous conditions or materials and that such a discovery may result in the necessity to undertake emergency procedures to protect our employees as well as the public at large and the environment in general. These procedures may well involve additional costs outside of any budgets previously agreed to. The Client agrees to pay us for any expenses incurred as the result of such discoveries and to compensate us through payment of additional fees and expenses for time spent by us to deal with the consequences of such discoveries. The Client also acknowledges that in some cases the discovery of hazardous conditions and materials will require that certain regulatory bodies be informed and the Client agrees that notification to such bodies by us will not be a cause of action or dispute.

9. INDEPENDENT JUDGEMENTS OF CLIENT

The information, interpretations and conclusions in the Report are based on our interpretation of conditions revealed through limited investigation conducted within a defined scope of services. We cannot accept responsibility for independent conclusions, interpretations, interpolations and/or decisions of the Client, or others who may come into possession of the Report, or any part thereof, which may be based on information contained in the Report. This restriction of liability includes but is not limited to decisions made to develop, purchase or sell land.



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Issue Summary Report

7.31 ELECTED OFFICIAL EDUCATION PROGRAM - INFRASTRUCTURE SEMINAR

#20111011001

Meeting : October 11, 2011

Meeting Date : 2011/10/11 10:00

Recommendation

Motion to approve all of Council to attend the EOEP Infrastructure Seminar on November 21, 2011 in Edmonton in conjunction with the Fall Convention.

Additional Information

Originated By : pcorbiere



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Issue Summary Report

7.32 REQUEST FOR PROPOSAL - BANKING SERVICE

#20111011002

Meeting : October 11, 2011

Meeting Date : 2011/10/11 10:00

Recommendation

Motion to table a decision on whether or not to proceed with a Request for Proposal for banking for the County.

Additional Information

Originated By : pcorbiere

9 Thank You

9.1

THANK YOU LETTERS



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

Issue Summary Report

9.1 THANK YOU LETTERS

#20111004014

Meeting : October 11, 2011

Meeting Date : 2011/10/11 10:00

Background

We have received the following Thank you letters:

- Racette School for donation towards Playground equipment. Equipment has been purchased but will not be installed until the renovation for the school is complete.
- NLLS for the donation to the Annual Conference

Recommendation

Motion to file as information.

Additional Information

Originated By : pcorbiere

Thank you for your generous donation to our
19th Annual Conference "Full Speed Ahead:
The Library Superhero."

Your support is greatly appreciated.

The staff at



Ecole Racette School



"Excellence by choice - not by chance!"

Thursday, September 15, 2011

Dear Mr. Steve Upham,

Thank you once again for your generous donation towards our playground equipment. The equipment has been purchased and received, however, as a result of the fortunate circumstances surrounding the renovation of Racette School, we have decided against installing the equipment at this time. We are eager to show off the new equipment in conjunction with the completion of the modernization at Racette. Once again, thanks for your generosity.

Andrea Austin
Coordinator of Student Supports/Assistant Principal
Racette Junior High School

10 Reports

10.1 CAO REPORT



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Issue Summary Report

10.1 CAO REPORT

#20111005021

Meeting : October 11, 2011

Meeting Date : 2011/10/11 10:00

Background

Will be presented to Council at the meeting.

Additional Information

Originated By : skitz

11 Upcoming Meetings

- 11.1 OCTOBER 13@ 1:00 P.M. - COUNCIL VISIONING
WATER POLICY
- 11.2 OCTOBER 25 @ 10:00 A.M. - PUBLIC WORKS
- 11.3 OCTOBER 25 @ 1:00 P.M. - ORGANIZATIONAL
MEETING
- 11.4 NOVEMBER 4 ASB REGIONAL CONFERENCE - LAC
BELLEVUE



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

Issue Summary Report

11.1 OCTOBER 13@ 1:00 P.M. - COUNCIL VISIONING WATER POLICY#20111005014

Meeting : October 11, 2011

Meeting Date : 2011/10/11 10:00

Additional Information

Originated By : pcorbiere



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

Issue Summary Report

11.2 OCTOBER 25 @ 10:00 A.M. - PUBLIC WORKS

#20111005015

Meeting : October 11, 2011

Meeting Date : 2011/10/11 10:00

Additional Information

Originated By : pcorbiere



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

11.3 OCTOBER 25 @ 1:00 P.M. - ORGANIZATIONAL MEETING

#20111005016

Meeting : October 11, 2011

Meeting Date : 2011/10/11 10:00

Additional Information

Originated By : pcorbiere



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

11.4 NOVEMBER 4 ASB REGIONAL CONFERENCE - LAC BELLEVUE #20111005018

Meeting : October 11, 2011

Meeting Date : 2011/10/11 10:00

Additional Information

Originated By : pcorbiere

12 Financial

- 12.1 COUNCIL FEES
- 12.2 LISTING OF ACCOUNTS PAYABLE
- 12.3 BUDGET TO ACTUAL



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

12.1 COUNCIL FEES

#20111004005

Meeting : October 11, 2011

Meeting Date : 2011/10/11 10:00

Additional Information

Originated By : tmahdiuk



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Issue Summary Report

12.2 LISTING OF ACCOUNTS PAYABLE

#20111004006

Meeting : October 11, 2011

Meeting Date : 2011/10/11 10:00

Background

The following lists of Accounts Payable for the Month of August, 2011 are being presented to Council:

<u>Batch</u>	<u>Cheque Nos.</u>	<u>Batch Amount</u>
15487	13003-13069	\$262,630.70
15494	13070-13141	\$718,063.12
15522	13142-13157	\$197,537.47
15535	13158-13231	\$640,892.69

Recommendation

Motion to file as information.

Additional Information

Originated By : pcorbiere



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Issue Summary Report

12.3 BUDGET TO ACTUAL

#20111004007

Meeting : October 11, 2011

Meeting Date : 2011/10/11 10:00

Background

Budget to actual for the month ending August 31, 2011 will be presented to Council for review.

Recommendation

Motion to file as information.

Additional Information

Originated By : skitz