



*County of St Paul No 19*  
5015 - 49 Avenue, St. Paul, AB T0A 3A4  
[www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)

**November 8, 2011**

Tuesday, November 08, 2011

Start time 10:00 AM

Council Chambers

## **AGENDA**

**1. CALL TO ORDER**

**2. MINUTES**

**3. MINUTES APPROVAL**

3.1 OCTOBER 11, 2011 (2011/10/11)

**4. ORGANIZATIONAL MEETING - OCTOBER 24**

**5. BANK RECONCILIATION**

**6. ADDITIONS TO AGENDA AND ACCEPTANCE OF AGENDA**

**7. BUSINESS ARISING FROM MINUTES**

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

7.2. RESTRICTIVE COVENANT - HAMLET OF MALLAIG

7.3. BLUE BIRD BEACH ASSOCIATION - REQUEST TO DESIGNATE WALKWAY

7.4. REQUEST FOR FUNDING - ST. PAUL CHILD CARE SOCIETY

**8. DELEGATION**

8.1. 10:30 A.M. - DESIREE & DANIEL MANDEL

8.2. 11:30 A.M. - LINDA BOONE - SAFER COMMUNITIES TASK FORCE

8.3. 2:00 P.M. URBAN SYSTEMS DELEGATION - ASHMONT/LOTTIE LAKE  
PROJECT

Matt Brassard , AT  
02:00

**9. NEW BUSINESS**

9.1. DRIVING ECONOMIC DEVELOPMENT AND DIVERSIFICATION IN RURAL ALBERTA

9.2. AAAP IN SERVICE TRAINING

9.3. TOWN OF ST. PAUL - REQUEST FOR FUNDING FOR ACTION BUS

9.4. REQUEST FOR FUNDING FOR PROVINCIAL CHAMPIONSHIP

9.5. BYLAW NO. 1586 - ESTABLISH SUBDIVISION AUTHORITY

9.6.

**APPOINT KRYSTLE FEDORETZ AND DENNIS BERGHEIM AS SUBDIVISION AUTHORITY**

- 9.7. **COUNCIL VISIONING SESSION REPORT**
- 9.8. **TAX CANCELLATION**
- 9.9. **GRAVEL PIT FEES**
- 9.10. **SAND AND GRAVEL AGREEMENT**
- 9.11. **ROAD CONSTRUCTION EASEMENTS**
- 9.12. **PAVING PATCHES IN HAMLET OF ASHMONT AND HAMLET OF MALLAIG**
- 9.13. **PAYROLL REQUEST FROM MALLAIG MINOR HOCKY**
- 9.14. **DUMPING STATION FOR HAMLET OF MALLAIG**
- 9.15. **BYLAW NO. 1587 - REZONE P S 1/2 NE 1-58-9-W4**
- 9.16. **BYLAW NO. 1585 - REZONE LOT 1, PLAN 0021514**
- 9.17. **APPROACH FOR PSW 30-60-9-W4**
- 9.18. **BYLAW NO. 1573 - LEASE OF LOT 28ER, BLOCK 2, PLAN 8023110**
- 9.19. **BOAT LAUNCH FOR SANTE ESTATES**
- 9.20. **ELK POINT CHAMBER OF COMMERCE CHRISTMAS EXTRAVAGANZA**
- 9.21. **REGIONAL COYOTE REDUCTION PROGRAM**
- 9.22. **MALLAIG CURLING CLUB - TEAM FOR FARMER'S SPIEL**
- 9.23. **NOVEMBER PUBLIC WORKS MEETING**
- 9.24. **DATES FOR REGULAR COUNCIL MEETINGS**
- 9.25. **DATES FOR PUBLIC WORKS MEETINGS**
- 9.26. **CHRISTMAS HOURS**
- 9.27. **IN CAMERA**
- 10. **CORRESPONDENCE**
- 11. **REPORTS**
- 12. **UPCOMING MEETINGS**
  - 12.1. **NOV. 7 @ 7:00 P.M. - STRATEGIC PLAN PUBLIC MEETING - MALLAIG**
  - 12.2. **NOV. 14 - STRATEGIC PLAN PUBLIC MEETING - ST. PAUL**
  - 12.3. **NOV. 15 @ 7:00 P.M. - STRATEGIC PLAN PUBLIC MEETING - ELK POINT**
  - 12.4. **NOV. 22-24 - AAMD&C FALL CONVENTION**
  - 12.5. **NOV. 16 - 18 - FCSS CONVENTION**
  - 12.6. **NOV. 29 - DEC. 1 - MUNICIPAL HEALTH & SAFETY CONFERENCE**
- 13. **FINANCIAL**
  - 13.1. **COUNCIL FEES**
  - 13.2. **LISTING OF ACCOUNTS PAYABLE**
  - 13.3. **BUDGET TO ACTUAL**
- 14. **ADJOURNMENT**



## 3 Minutes Approval

3.1                      OCTOBER 11, 2011 (2011/10/11)





**October 11, 2011**

Start time : 10:00 AM

**MINUTES**

**CALL TO ORDER**

The 498th meeting of the Council of the County of St. Paul No. 19 was called to order by Reeve Steve Upham at 10:04 a.m., Tuesday, October 11, 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 Frank Sloan	Division 5
Councillor Alphonse Corbiere	Division 6
Sheila Kitz	CAO
Tim Mahdiuk	Assistant CAO
Phyllis Corbiere	Executive Assistant
Leo deMoissac	Public Works Superintendent
Janice Huser	St. Paul Journal
Absent	
Councillor G. Ockerman	Division 1

**MINUTES**

**Resolution #CM20111011.1001**

Moved By: Councillor Cliff Martin

Motion to approve minutes of the September 13, 2011 Council Meeting as presented.

**BANK RECONCILIATION**

**Resolution #CM20111011.1002**

Moved By: Councillor Alphonse Corbiere

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

**CARRIED**

**ADDITIONS TO AGENDA  
AND ACCEPTANCE OF  
AGENDA**

The following additions were made to the agenda:

7.29 North Central Alberta child & Family Services Planning Consultation

7.30 Ashmont/Lottie Lake Water Diversion Licence

7.31 EOEP Infrastructure Seminar - November 21

7.32 Bank RFP

**Resolution #CM20111011.1003**

Moved By: Councillor Maxine Fodness

Motion to adopt the agenda for the Regular Meeting of Council for October 11, 2011 with the above noted additions.

**CARRIED**

**ACCOUNTING/COMPUTER  
APPLICATIONS AND**

**Resolution #CM20111011.1004**

Moved By: Councillor Frank Sloan

Motion to approve Tim Mahdiuk to the Portage College

**OFFICE ADMINISTRATION  
ADVISORY COMMITTEE**

Accounting/Computer Applications and Office Administration Advisory Committee and to ratify his attendance at the September 27, 2011 meeting.

**CARRIED**

**RUSA EXECUTIVE  
MEETINGS**

**Resolution #CM20111011.1005**

Moved By: Councillor Dwight Dach

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

**CARRIED**

**ACCURATE  
ASSESSMENT GROUP  
USER CONFERENCE AND  
GEO MEDIA TRAINING**

**Resolution #CM20111011.1006**

Moved By: Councillor Alphonse Corbiere

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

**CARRIED**

**ALBERTA ASSET  
MANAGEMENT WORKING  
GROUP**

**Resolution #CM20111011.1007**

Moved By: Councillor Maxine Fodness

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

**CARRIED**

**EOEP - MUNICIPAL  
FINANCE**

**Resolution #CM20111011.1008**

Moved By: Councillor Frank Sloan

Motion to approve Councillor Dach and any other Council members who have not already taken the EOEP Municipal Finance Course and wish to do so, to attend on October 21, 2011 in Penhold.

**CARRIED**

**6TH ANNUAL SYNERGY  
CONFERENCE -  
WORKING TOGETHER**

**Resolution #CM20111011.1009**

Moved By: Councillor Maxine Fodness

Motion to file the information on the Annual Synergy Conference - Working Together.

**CARRIED**

**ALBERTA RECREATION &  
PARKS ASSOCIATION  
CONFERENCE**

**Resolution #CM20111011.1010**

Moved By: Councillor Frank Sloan

Motion to table the information on the Alberta Recreation and Parks Association Conference to the 2012 budgeting meeting to discuss the option of Councillors on the Parks Committee attending this conference in the next calendar year.

**CARRIED**

**Resolution #CM20111011.1011**

Moved By: Councillor Alphonse Corbiere

Motion to file for information.

**CARRIED**

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

Barb Buryn and Megan Tucker, on behalf of the St. Paul Child Care Society were admitted to the Council Room to request financial assistance for renovations to their Daycare/Dayhome building. The St. Paul Child Care Society leased out part of their building and when the tenants vacated the property, the building required several upgrades as it had not been properly taken care of. Council was informed that the St. Paul Child Care Society will be applying for grants and doing some fundraising, however in order to upgrade the facility to make it suitable for a new renter they require immediate funding. Following their presentation, the delegation left the Council Room.

**Resolution #CM20111011.1012**

Moved By: Councillor Alphonse Corbiere

Motion to table the request for funding from the St. Paul Child Care Society to the November Council meeting, for more information on County usage of the facility.

**CARRIED**

**10:30 A.M. - NORTHERN LIGHTS LIBRARY - BRIGITTE SAKALUK, ASSISTANT DIRECTOR**

Brigitte Sakaluk, Assistant Director with Northern Lights Library System was admitted to the Council Room at 10:45 a.m. to present the 2010 Statement of Services for the NLLS. She gave an overview of the services that the NLLS offers and presented the 2010 Statistics, income and expenses.

Following her presentation, the delegation left the Council Room.

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

Patricia Ellis, Manager of the St. Paul Animal Shelter, was admitted to the Council Room at 11:12 a.m. to request a letter of support in principle for their proposal to purchase 5 acres on NE 6-58-10-W4 to build a new animal shelter. Following her presentation, the delegation left the Council Room .

Krystle Fedoretz, Planning and Development Officer, was admitted to the Council Room to inform Council that the land is zoned agricultural and an animal shelter is a discretionary use under that zoning, therefore restrictions can be placed on the development permit.

**Resolution #CM20111011.1013**

Moved By: Councillor Frank Sloan

Motion to provide the St. Paul Animal Shelter with a letter of support in principle for their proposal to purchase 5 acres in NE 6-58-10-W4 to build an Animal Shelter.

**CARRIED**

**PREPARING FOR YEAR-END AND AUDITS WORKSHOP**

**Resolution #CM20111011.1014**

Moved By: Councillor Cliff Martin

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.

**CARRIED**

**SEMINAR - ATTRACTING FOREIGN DIRECT INVESTMENT TO EASTERN ALBERTA**

**Resolution #CM20111011.1015**

Moved By: Councillor Alphonse Corbiere

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

**CARRIED**

**AAMD&C MUNICIPAL FALL CONVENTION**

**Resolution #CM20111011.1016**

Moved By: Councillor Maxine Fodness

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 achieving Partners In Compliance (PIC) status.

**CARRIED**

**2011 MUNICIPAL HEALTH & SAFETY/UTILITY CONFERENCE**

**Resolution #CM20111011.1017**

Moved By: Councillor Frank Sloan

Motion to approve Bryan Bespalko, one staff member and any Council members to attend the Municipal Health and Safety Utility Conference from November 29 to December 1 in Red Deer.

**CARRIED**

**2011 BELLAMY**

**Resolution #CM20111011.1018**

Moved By: Councillor Cliff Martin

<b>PARTNERSHIP FORUM</b>	Motion to authorize administration to approve the appropriate staff members to attend the Bellamy Forum on December 7 & 8, 2011 in Edmonton.	<b>CARRIED</b>
<b>CHAMPIONS FOR CHANGE 2ND ANNUAL HARVEST BALL</b>	<b>Resolution #CM20111011.1019</b> Moved By: Councillor Cliff Martin Motion to provide a silent auction item for the Champions for Change Annual Harvest Ball.	<b>CARRIED</b>
<b>11:30 A.M. - JACKIE MILLER, BLUEBIRD BEACH ASSOCIATION</b>	<p>Jackie Miller, representing the Blue Bird Beach Association at Laurier Lake, was admitted to the Council Room at 11:30 a.m. to request the County to develop a walking trail along the road to the boat launch.</p> <p>Mrs. Miller informed Council that when the subdivision was developed years ago, there were two walkways in the original plan. One walk way was put in, the other one was not. The walkway that was developed is well used and the Blue Bird Beach Association maintains it. The association feels that the other walkway that was designated needs to be cleared out and a fence installed along the road to water's edge. Mrs. Miller requested if county crews could come out and complete the walkway or if they would pay if the Association hired contractors to do the work. The estimates that she received to complete the work came to a total of \$9,300, including fence and survey costs. The Blue Bird Beach Association has agreed to maintain the walkway after it is developed and designated.</p> <b>Resolution #CM20111011.1020</b> Moved By: Councillor Frank Sloan Motion to table the request to designate a walkway at Blue Bird Beach to the October Public Works meeting so that the local Councillor can be present when a decision is made on this issue.	<b>CARRIED</b>
<b>REQUEST FOR FUNDING FOR MS WALK</b>	<b>Resolution #CM20111011.1021</b> Moved By: Councillor Alphonse Corbiere Motion to approve a donation of \$500 for the MS Walk on May 12, 2012.	<b>CARRIED</b>
<b>STREET LIGHT REQUEST</b>	<b>Resolution #CM20111011.1022</b> Moved By: Councillor Alphonse Corbiere Motion to approve the installation of one street light on the existing pole at the North end of 1st street Smith Grove at Floatingstone.	<b>CARRIED</b>
<b>TERMS OF REFERENCE- ELK POINT/ST. PAUL REGIONAL WATER COMMISSION</b>	<b>Resolution #CM20111011.1023</b> Moved By: Councillor Cliff Martin Motion to approve the Terms of Reference for the Elk Point/St. Paul Regional Water Commission Technical Committee with the following amendment: - Authority to include Town of Elk Point/ <b>County of St. Paul.</b>	<b>CARRIED</b>
<b>ENGINEER FOR REGIONAL WATER LINE</b>	<b>Resolution #CM20111011.1024</b> Moved By: Councillor Maxine Fodness Motion to award ISL Engineering the contract to undertake the engineering, design, tender and construction supervision of the Elk Point/St. Paul Regional Water Line as per the recommendations of the Technical Committee.	<b>CARRIED</b>

Reeve Upham recessed for lunch at 12:00 p.m. and reconvened the meeting at 1:17 p.m. with all members present.

**2011 STRATEGIC PLAN  
UPDATE - 3RD QUARTER**  
Originated By: skitz

**Resolution #CM20111011.1025**  
Moved By: Councillor Cliff Martin  
Motion to accept the 3rd Quarter of the Strategic Plan as information.

**CARRIED**

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

**Resolution #CM20111011.1026**  
Moved By: Councillor Cliff Martin  
Motion to deny the request from the Town of St. Paul for funding to cost share the overrun on the 40th Street Paving Project, which was \$106,817 over the original estimated project cost of \$189,638.

**CARRIED**

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

**Resolution #CM20111011.1027**  
Moved By: Councillor Maxine Fodness  
Motion to deny request from Kevin Roth to lease the W 1/2 24-58-7-W4 as the Elk Point Elks Club is currently leasing the property and their lease is not due to expire until 2018.

**CARRIED**

**2011 ROAD  
CONSTRUCTION  
EASEMENTS**  
Originated By: Idemoissac

**Resolution #CM20111011.1028**  
Moved By: Councillor Cliff Martin  
Motion to approve the following easements for road construction purposes:  
Fix approach  
NE 26-57-8-W4 - Real & Laurette Corbiere

Project 3C112  
SW 23-58-8-W4 - Terry & Annette Stark

**CARRIED**

**LAC SANTE FAMILY  
RECREATION SOCIETY -  
REQUEST FOR SIGNAGE**

**Resolution #CM20111011.1029**  
Moved By: Councillor Frank Sloan  
Motion to deny the request from the Lac Sante Family Recreation Society for signage along the County road indicating the trail crossing.

**CARRIED**

**Resolution #CM20111011.1030**  
Moved By: Councillor Maxine Fodness  
Motion to refer the development of a sign policy to the Policy Committee.

**CARRIED**

**ALLOCATION OF  
RECREATIONAL  
FACILITIES GRANTS FOR  
COMMUNITY HALLS**

**Resolution #CM20111011.1031**  
Moved By: Councillor Alphonse Corbiere  
Motion to approve the 2011 Recreational Facilities Grant Allocations to be funded from MSI Operating Grant as follows:

\$2,400	Armistice Community Hall
\$2,400	Ashmont Legion Branch #68
\$2,400	Ashmont Seniors
\$4,600	Boscombe Community Centre
\$2,400	Cork Hall
\$2,400	Ferguson Flats Association
\$2,400	Frog Lake Community Hall
\$2,400	Haying in the 30s
\$2,400	Heinsburg Community Club
\$1,500	Lac Sante Family Recreational Society
\$2,400	Mallaig & District Museum
\$4,600	Mallaig Seniors
\$2,400	Mallaig Chamber of Commerce
\$4,600	Mallaig Legion
\$2,400	McRae Recreation Centre
\$2,400	St. Lina Senior Dew Drop Inn
\$2,400	St. Vincent Rec. Society
\$2,400	Sugden Community Centre
\$2,400	Whitney Lake Bible Camp
\$4,000	Ashmont Ag Society
\$12,500	Elk Point Ag Society - AG Ross Arena
\$3,000	Elk Point Ag Society - Riding Arena
\$4,500	Lac Bellevue Ag Society
\$14,500	Mallaig Ag Society
\$3,000	St. Lina Ag Society
\$10,000	St. Paul Ag Society
\$7,300	Stoney Lake Community Association

CARRIED

COUNTY OWNED LOTS IN  
MALLAIG SUBDIVISION

The planning and development department presented Council with a restrictive covenant which they are proposing to register against the remaining lots in the new subdivision in the Hamlet of Mallaig. The document outlines the restrictions with respect to the use and improvements permitted within the development in order to preserve the integrity of the Development.

Resolution #CM20111011.1032

Moved By: Councillor Frank Sloan  
Motion to table a decision on the Restrictive Covenant for the subdivision that the County developed in the Hamlet of Mallaig.

CARRIED

URBAN SYSTEMS -  
ENGINEERING  
STANDARDS

Resolution #CM20111011.1033

Moved By: Councillor Cliff Martin  
Motion that Council approves the Engineering Standards work to be done by Urban systems, at a cost of \$56,400.

CARRIED

NORTHERN LIGHTS  
LIBRARY BOARD  
BUDGET INCREASE

Resolution #CM20111011.1034

Moved By: Councillor Maxine Fodness  
Motion that County Council approve the 5 % increase for the Northern Lights Library System budget as requested.

CARRIED

COUNTY OF ST. PAUL

Resolution #CM20111011.1035

50TH ANNIVERSARY

Moved By: Councillor Alphonse Corbiere  
Motion to hold a 50th Anniversary Celebration in 2012.

CARRIED

NORTH CENTRAL ALBERTA CHILD AND FAMILY SERVICES PLANNING CONSULTATION

Resolution #CM20111011.1036  
Moved By: Councillor Maxine Fodness  
Motion to approve any Councillors who wish to attend the North Central Alberta Child and Family Services 2012 - 2015 Business Planning Consultation at any location except Jasper.

CARRIED

ASHMONT/LOTTIE LAKE WATER DIVERSION LICENSE

Resolution #CM20111011.1037  
Moved By: Councillor Cliff Martin  
Motion 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.

CARRIED

ELECTED OFFICIAL EDUCATION PROGRAM - INFRASTRUCTURE SEMINAR

Resolution #CM20111011.1038  
Moved By: Councillor Frank Sloan  
Motion to approve all of Council to attend the EOEP Infrastructure Seminar on November 21, 2011 in Edmonton to be held in conjunction with the Fall Convention.

CARRIED

REQUEST FOR PROPOSAL - BANKING SERVICE

Resolution #CM20111011.1039  
Moved By: Councillor Alphonse Corbiere  
Motion to table a decision on whether or not to proceed with a Request for Proposal for banking services for the County.

CARRIED

COUNCIL FEES

Resolution #CM20111011.1040  
Moved By: Councillor Alphonse Corbiere  
Motion to approve the Council fees for the month ending September 30, 2011 as circulated.

CARRIED

LISTING OF ACCOUNTS PAYABLE

Resolution #CM20111011.1041  
Moved By: Councillor Maxine Fodness  
Motion to file as information.

Batch	Cheque Nos.	Batch Amount
15487	13004-13069	\$262,630.70
15494	13070-13141	\$718,063.12
15222	13142-13157	\$197,537.47
15335	13158-13231	\$640,892.69

CARRIED

BUDGET TO ACTUAL

Resolution #CM20111011.1042  
Moved By: Councillor Cliff Martin  
Motion to file as information.

CARRIED

IN CAMERA

Resolution #CM20111011.1043  
Moved By: Councillor Alphonse Corbiere  
Motion that the meeting to in camera at 2:46 p.m. to discuss staff and land issues.

CARRIED

Resolution #CM20111011.1044

Moved By: Councillor Alphonse Corbiere  
Motion that the meeting return to an open meeting at 3:14 p.m.  
**CARRIED**

**CAO REPORT** CAO Sheila Kitz read her report aloud to Council.  
**INFORMATION**

**ADJOURNMENT** Business on the agenda being concluded, Chairman S. Upham adjourned the meeting. Time: 3:14 p.m.

These minutes approved this 8 day of November, 2011.

_____ Reeve	_____ Chief Administrative Officer
----------------	---------------------------------------



## 4 Organizational Meeting - October 24

ORGANIZATIONAL MEETING - OCTOBER 24



*County of St Paul No 19*  
5015 ~ 49 Avenue, St. Paul, AB T0A 3A4  
[www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)

## Issue Summary Report

**ORGANIZATIONAL MEETING - OCTOBER 24**

**#20111107001**

**Meeting :** November 8, 2011

**Meeting Date :** 2011/11/08 10:00

### **Additional Information**

---

**Originated By :** pcorbiere

**COUNTY OF ST. PAUL NO. 19**

**ORGANIZATIONAL MEETING  
OCTOBER 24, 2011**

The Organizational Meeting of the County of St. Paul No. 19 was called to order by Reeve Upham at 1:40 p.m., Monday, October 24, 2011 at the County Office in St. Paul; there being present the following members:

Reeve S. Upham, Councillor G. Ockerman, Councillor C. Martin, Councillor M. Fodness, Councillor F. Sloan, Councillor A. Corbiere, Sheila Kitz, Chief Administrative Officer, Tim Mahdiuk, Assistant CAO and Phyllis Corbiere, Executive Assistant.

Absent: Councillor D. Dach

**ADOPTION OF AGENDA**

Motion by Councillor A. Corbiere to adopt the agenda for the Organizational Meeting with the following amendment:

24. In Camera Issue - Land

1. **APPOINTMENT OF DEPUTY REEVE**

Reeve S. Upham called for nominations for the Office of Deputy Reeve.

Councillor G. Ockerman nominated Councillor C. Martin.

Councillor M. Fodness moved nominations cease.

There being only one nomination, Councillor C. Martin was appointed as Deputy Reeve for the ensuing year.

The Official Oath of Office was subscribed to by Deputy Reeve C. Martin and is attached to and forms part of these minutes.

2. **PUBLIC WORKS**

a. Public Works Committee

Moved by Councillor F. Sloan that the Public Works Committee consist as Council as a whole with Reeve Upham as Chairman. Carried.

b. Surveyor

Motion by Councillor C. Martin to appoint Albert Rachynski of Rachynski Land Surveys as surveyor for the County of St. Paul for the upcoming year. CARRIED.

c. Heavy Oil Committee

Moved by Councillor A. Corbiere to appoint Councillor G. Ockerman, Division 1; Councillor D. Dach, Division 2; Reeve S. Upham; Leo deMoissac, Public Works Superintendent; Bobby Kinjerski, Assistant Public Works Superintendent; and Sheila Kitz, CAO to the Heavy Oil Committee and that Councillor G. Ockerman be appointed as Chairman. Carried.

d. Joint Workplace Health & Safety Committee

Moved by Councillor M. Fodness to appoint Reeve S. Upham and Sheila Kitz to the Joint Workplace Health & Safety Committee. Carried.

3. **AGRICULTURE AND LAND USE**

a. Agriculture Service Board

Moved by Councillor G. Ockerman that the Agriculture Service Board consist of Council as a whole, with Councillor F. Sloan as Chairman. Carried.

b. Seed Cleaning Plant Board

Motion by Councillor A. Corbiere to appoint Councillor F. Sloan and Reeve S. Upham to the Seed Cleaning Plant Board.

c. Weed Inspector

Moved by Councillor G. Ockerman to appoint Dennis Bergheim as Weed Inspector for the County of St. Paul. Carried.

d. Pest Control Officer

Councillor A. Corbiere moved to appoint Dennis Bergheim as Pest Control Officer for the County of St. Paul. Carried.

e. St. Paul Inter Municipal Development Plan Committee (IDP)

Motion by Councillor G. Ockerman to appoint Councillor M. Fodness, Councillor C. Martin and Reeve Upham as alternate to the St. Paul IDP Committee. Carried.

f. Elk Point Inter Municipal Development Plan Committee (IDP)

Councillor F. Sloan moved to appoint Councillor D. Dach, Councillor G. Ockerman, Sheila Kitz and the Planning Department to the Elk Point IDP Committee. Carried.

4. **PUBLIC UTILITIES**

a. Evergreen Regional Landfill Committee

Motion by Councillor A. Corbiere to appoint Councillor G. Ockerman and Reeve Upham as alternate to the Evergreen Regional Landfill Committee. Carried.

b. Water Technical Committees  
Ashmont/Lottie Lake and St. Paul/Elk Point

Moved by Councillor M. Fodness to appoint Sheila Kitz and Bryan Bespalko to the Ashmont/Lottie Lake and St. Paul/Elk Point Water Technical Committees. Carried.

c. St. Paul Transfer Station Committee

Motion by Councillor G. Ockerman to appoint Councillor C. Martin and Councillor M. Fodness to the St. Paul Transfer Station Committee. Carried.

5. **FIRE PROTECTION**

a. Town of Elk Point Fire Protection Committee

Motion by Councillor F. Sloan to appoint Councillors D. Dach and G. Ockerman to the Town of Elk Point Fire Protection Committee. Carried.

## Appendix 1 for : Organizational Meeting Minutes

Organizational Meeting  
October 24, 2011  
Page 3

b. St. Paul and Area Joint Fire Protection Management Committee

Moved by Councillor G. Ockerman to appoint Councillor A. Corbiere, Councillor M. Fodness and Reeve Upham to the St. Paul and Area Joint Fire Protection Management Committee. Carried.

i) Technical Advisors

Councillor A. Corbiere moved to appoint Dennis Bergheim as Technical Advisor for the Town of Elk Point Fire Protection Committee and the St. Paul and Area Joint Fire Protection Management Committee, with Tim Mahdiuk as alternate. Carried.

c. Fire Guardian

Councillor C. Martin moved to appoint Dennis Bergheim as fire guardian for the County of St. Paul. Carried.

d. Building Committee – Mallaig/Ashmont

Motion by Councillor M. Fodness to appoint Councillor A. Corbiere, Councillor F. Sloan, Sheila Kitz and Dennis Bergheim to the Mallaig/Ashmont Building Committee. Carried.

6. **HEALTH**

a. M.D. of St. Paul Foundation

Moved by Councillor F. Sloan to appoint Councillor D. Dach, Councillor A. Corbiere and Reeve S. Upham to the M.D. of St. Paul Foundation Board. Carried.

b. St. Paul and District Ambulance Board

Motion by Councillor G. Ockerman to appoint Councillor A. Corbiere, Councillor C. Martin and Reeve S. Upham to the St. Paul and District Ambulance Board. Carried.

c. Elk Point Community Health Council Steering Committee

Moved by Councillor M Fodness to appoint Councillor G. Ockerman and Councillor D. Dach to the Elk Point Community Health Council Steering Committee. Carried.

d. St. Paul Doctor Recruitment Committee

Moved by Councillor C Martin to appoint Reeve S. Upham, Tim Mahdiuk and Janice Fodchuk to the St. Paul Doctor Recruitment Committee. Carried.

e. Elk Point Doctor Recruitment Committee

Moved by Councillor A. Corbiere to appoint Councillor D. Dach and Councillor G. Ockerman to the Elk Point Doctor Recruitment Committee. Carried.

f. Wellness Centre Committee

Moved by Councillor M. Fodness to appoint Councillor C. Martin, Reeve S. Upham and Tim Mahdiuk to the Wellness Centre Committee. Carried.

## Appendix 1 for : Organizational Meeting Minutes

Organizational Meeting  
October 24, 2011  
Page 4

g. North East Doctor Recruitment Committee

Councillor M. Fodness moved to appoint Reeve S. Upham to the North East Doctor Recruitment Committee. Carried.

7. **AIRPORT**

a. St. Paul Airport Committee

Moved by Councillor A. Corbiere to appoint Councillor M. Fodness and Councillor C. Martin to the St. Paul Airport Committee. Carried.

Moved by Councillor M. Fodness to appoint Vic Tessier as the member at large for the County of St. Paul. Carried.

b. Elk Point Airport Commission

Councillor C. Martin moved to appoint Councillor G. Ockerman and Councillor D. Dach to the Elk Point Airport Commission. Carried.

8. **LIBRARY**

a. County Library Board

Moved by Councillor C. Martin to reappoint Irene Van Brabant to the County Library Board as a member for more than 3 consecutive terms, as per section 4.4 of the Libraries Act. Carried.

b. Northern Lights Library Board

Moved by Councillor F. Sloan to appoint Councillor D. Dach and Councillor M. Fodness as alternate to the Northern Lights Library Board. Carried.

c. Elk Point Municipal Library Board

Councillor G. Ockerman moved to appoint Councillor D. Dach to the Elk Point Municipal Library Board. Carried.

9. **POLICING**

a. Safer Communities Task Force

Moved by Councillor A. Corbiere to appoint Councillor M. Fodness and Reeve S. Upham as alternate to the Safer Communities Task Force Committee. Carried.

b. Community Advisory Policing Committee – Elk Point

Motion by Councillor C. Martin to appoint Councillor D. Dach and Councillor G. Ockerman to the Community Advisory Policing Committee. Carried.

c. Police Liaison Officer

Moved by Councillor F. Sloan to appoint Reeve S. Upham as the Police Liaison Officer for the County of St. Paul. Carried.

d. Rural Crime Watch Committee

Motion by Councillor F. Sloan that all Council members are encouraged to attend Rural Crime Watch Committee meetings on a volunteer basis. Carried.

10. **TOWN OF ST. PAUL RECREATION BOARD**

Councillor G. Ockerman moved that the Councillor A. Corbiere and Councillor C. Martin be appointed to the Town of St. Paul Recreation Board and that Tim Mahdiuk and Jana Zarowny be appointed as the members at large. Carried.

11. **ALBERTA'S LAKELAND**

Moved by Councillor G. Ockerman to appoint Councillor D. Dach to the Alberta's Lakeland Board. CARRIED.

12. **RIVERLAND RECREATION**

Moved by Councillor M. Fodness to appoint Councillors A. Corbiere and D. Dach to the Riverland Recreation Committee. Carried.

13. **REVIEW BOARDS AND AUTHORITIES**

d. Subdivision Authority

The appointment of the Subdivision Authority was removed from the Agenda as the Subdivision Authority is appointed by Bylaw 1554.

14. **SAFETY CODES ACT COMMITTEE**

Councillor A. Corbiere moved that Councillor G. Ockerman, Councillor F. Sloan and Councillor D. Dach be appointed to the Safety Codes Act Committee. Carried.

15. **MUNI CORR LTD.**

Motion by Councillor C. Martin to appoint Councillor A. Corbiere and Councillor F. Sloan as alternate to the Muni Corr Committee. Carried.

16. **PARKS COMMITTEE**

Councillor M. Fodness moved to appoint Councillor D. Dach, Councillor C. Martin, Councillor A. Corbiere and Councillor F. Sloan to the Parks Committee as they all have a Municipal Park in their division. Carried.

17. **HUB**

Councillor A. Corbiere moved to appoint Councillor F. Sloan and Reeve Upham as alternate to the HUB Committee. Carried.

18. **CEMETERY COMMITTEE**

Motion by Councillor F. Sloan that the Cemetery Committee remain the same with Councillor C. Martin, Councillor G. Ockerman, Councillor F. Sloan, Leo deMoissac and Linda Meger as secretary. Carried.

19. **JOINT ORGANIZATIONS, OPERATING GRANT COMMITTEE**

Councillor G. Ockerman moved to appoint Councillor G. Ockerman and Councillor D. Dach to the Joint Organizations, Operating Grant Committee with the Town of Elk Point. Carried.

20. **LARA**

Moved by Councillor C. Martin that representation on the LARA Committee remain the same with Councillor C. Martin and Councillor F. Sloan, as alternate. Carried.

21. **NORTH SASKATCHEWAN WATERSHED ALLIANCE**

Councillor A. Corbiere moved to appoint Councillor C. Martin and Councillor D. Dach as alternate to the North Saskatchewan Watershed Alliance Committee. Carried.

22. **ADMINISTRATIVE**

a. Legal Advisors

Moved by Councillor M. Fodness to appoint the law firms of Reynolds, Mirth, Richards, Farmer and Brownlee LLP as legal advisors for the County of St. Paul. Carried.

b. Auditors (3 year term)

Motion by Councillor C. Martin to appoint Synergy Chartered Accounts from Vegreville as Auditors for the County of St. Paul for the 2011, 2012 and 2013 fiscal years, based on the Request for Proposals presented at the June, 2011 Council Meeting. Carried.

c. Policy Committee

Moved by Councillor G. Ockerman to appoint Councillor M. Fodness, Councillor C. Martin and Councillor F. Sloan to the Policy Committee. Carried.

i) Chairman

Motion by Councillor A. Corbiere to appoint Councillor C. Martin as Chairman of the Policy Committee. Carried.

d. Salary Negotiation Committee

Moved by Councillor G. Ockerman that the Salary Negotiation Committee consist of the Council as a whole. Carried.

e. Signing Officers

Moved by Councillor M. Fodness that:

- 1) Reeve, Steve Upham, Deputy Reeve, Cliff Martin, and Chief Administrative Officer, Sheila Kitz be authorized to sign all cheques, vouchers, or other documents necessary for the operation of the County AND
- 2) that Tim Mahdiuk, Assistant CAO be authorized to sign cheques, vouchers or other documents in the absence of the Chief Administrative Officer and when instructed to do so by a signing officer of the County of St. Paul. Carried.

f. Date for November Council Meeting

Moved by Councillor A. Corbiere to schedule the Next Council meeting for November 8, 2011 at 10:00 a.m. Carried.

g. &h. Dates of Regular Council Meeting and Public Works Meeting

Motion to table the dates for the regular Council Meetings and Public Works Meetings to the November Council meeting, as per section 193(1) of the Municipal Government Act. Carried.



23. **REMUNERATION AND ALLOWANCES**

Moved by Councillor C. Martin that the remuneration and allowance rates remain the same as 2011, as follows:

- Per Meeting Rate - \$165
- Per meeting rate for meetings over 200 km one-way - \$190
- Convention Rate - \$190
- Base Councillor Supervision - \$2,000 per month
- Additional Deputy Reeves pay - \$400 per month
- Base Reeves Pay - \$2,600 per month
- Travel Time – up to 400 km – ½ day; over 400 km – 1 day
- Cell Phone Allowance - \$100
- Member-at-Large - \$165 per meeting
- Mileage - \$0.50/km
- Lodging - \$195 per night
- Meals - \$45 per day
- Parking Actual Receipts

Carried.

**IN CAMERA**

Motion by Councillor G. Ockerman that the meeting go in camera to discuss a land issue. Carried.

Time: 2:12 p.m.

Motion by Councillor M. Fodness that the meeting revert to an open meeting. Carried.

Time: 2:32 p.m.

**ADJOURNMENT**

The meeting adjourned at 2:32 p.m.

These minutes approved this 8<sup>th</sup> day of November, 2011.

\_\_\_\_\_  
REEVE

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

## 7 Business Arising from Minutes

- 7.1 BYLAW NO. 1584 - LICENCE ROAD ALLOWANCE SW  
14 & NW 11-59-10-W4
- 7.2 RESTRICTIVE COVENANT - HAMLET OF MALLAIG
- 7.3 BLUE BIRD BEACH ASSOCIATION - REQUEST TO  
DESIGNATE WALKWAY
- 7.4 REQUEST FOR FUNDING - ST. PAUL CHILD CARE  
SOCIETY



*County of St Paul No 19*  
5015 - 49 Avenue, St. Paul, AB T0A 3A4  
[www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)

## Issue Summary Report

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

#20111103017

**Meeting :** November 8, 2011

**Meeting Date :** 2011/11/08 10:00

#### Background

---

Roy and Janet Cousineau applied for a licence to occupy the undeveloped road allowance situated between SW 14 and NW 11-59-10-W4, Range Road 102, for the sole purpose of stopping traffic from entering their yard.

Council gave 1st reading to this Bylaw at the September Council Meeting.

The proposed bylaw was advertised in the St. Paul Journal the week of October 25th.

#### Recommendation

---

Motion to give second and third reading to Bylaw No. 1584, Licence Agreement for SW 14 & NW 11-59-10-W4.

#### Additional Information

---

**Originated By :** debergheim

COUNTY OF ST. PAUL NO. 19

BY-LAW NO. 1584

---

A By-law of the County of St. Paul No. 19, in the Province of Alberta, to provide for a Licence Agreement respecting a portion of a road allowance located between the SW 14 and NW 11-59-10-W4.

---

**WHEREAS**, by virtue of the power conferred on it, the Council of the County of St. Paul No. 19, in the Province of Alberta, duly assembled, enacts as follows:

1. The Licence Agreement attached hereto as Schedule "A" is adopted.
2. This Bylaw shall come into force and effect upon execution of the Licence Agreement attached as Schedule "A" by the duly appointed officers of the County of St. Paul No. 19.

Read a first time in Council this 13<sup>th</sup> day of September, A.D. 2011.

Advertised the 25<sup>th</sup> day of October, A.D. 2011 in the St. Paul Journal.

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

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

---

Reeve

---

Chief Administrative Officer

**UNDEVELOPED ROAD RIGHT-OF-WAY LICENSE AGREEMENT**

**THIS AGREEMENT** made this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

BETWEEN:

**THE COUNTY OF ST. PAUL NO. 19,**  
a municipal corporation pursuant to  
the laws of the Province of Alberta  
(Hereinafter referred to as the "County")

**OF THE FIRST PART**

- and -

**ROY & JANET COUSINEAU**  
of the County of St. Paul No. 19,  
in the Province of Alberta  
(Hereinafter referred to as the "Licensee")

**OF THE SECOND PART**

**WHEREAS:** The County has the control and management of roads within the municipality;

**AND WHEREAS:** the Licensee desires to license a portion of Road Right-of-Way from the County under the terms and conditions contained herein such Road Right-of-Way described as that portion of road allowance located between SW 14-59-10-W4 and NW 11-59-10-W4.  
(Hereinafter referred to as the "Road Right-of-Way");

**AND WHEREAS:** that portion of the Road Right-of-Way is not currently required for public use and the County is prepared to grant the Licensee a license for the temporary occupation or use of that portion of the Road Right-of-Way under the terms and conditions contained herein;

**NOW THEREFORE: THIS AGREEMENT WITNESSETH THAT** in consideration of the premises, covenants, conditions and terms contained herein, the parties hereto agree as follows:

1. That the County does hereby, in consideration of the payments hereinafter specified, and in consideration of the covenants and conditions herein contained, grant permission to the Licensee, its agents, employees and contractors to use, enter upon and occupy, for the purposes hereinafter specified, that portion of the Road Right-of-Way shown outlined in red on Schedule "A" attached (hereinafter referred to as the "License Area").

2. The Licensee agrees to utilize the land for one of the following purposes as approved by County Council and the Licensee shall not cause or permit any other activity whatsoever within the License Area.

☐ Grazing  
☐ Cultivation  
☐ Other (Specify) \_\_\_\_\_

3. The term of the license granted herein shall commence on the **1<sup>st</sup> day of** \_\_\_\_\_, **20**\_\_\_\_, and shall continue until terminated as hereinafter provided.

4. In consideration of the rights herein conferred upon the Licensee, the Licensee shall pay to the County the following amount at the following times:

**Forty** dollars (**\$40.00**) payable on \_\_\_\_\_ **1st** of each year during the life of this Agreement.

5. The rights conferred upon the Licensee by this Agreement are only personal in nature and shall not be construed as covenants running with the land and, as nothing in this Agreement confers upon the Licensee any legal or equitable estate whatsoever in the lands within the License Area, the Licensee shall not register in the Land Titles Office any instrument whatsoever which claims any interest, legal or equitable, in the lands within the License Area.
6. The County shall have the full right to occupy and use the License Area in any manner whatsoever deemed appropriate by the County; provided that the County shall not unreasonably interfere with the rights herein conferred upon the Licensee.
7. The Licensee, by performing and observing the covenants and conditions contained herein, shall be entitled to peaceably exercise the rights herein granted to the Licensee without any reasonable hinderance, molestation or interruption from the County.
8. The License shall not, without the prior written consent of the County, assign either in whole or in part any of the rights herein conferred upon the Licensee.
9. In the event that the County deems it necessary or appropriate to cause or allow third parties to construct or install permanent underground or above-ground utility lines, pipelines facilities, transmission lines and drainage wells which will cross the License Area, or to perform such other work upon the License Area as may be deemed necessary in the sole discretion of the County, the Licensee shall in no way interfere or hinder the construction, installation, repair or maintenance undertaken by the County or any person to whom the County has granted such permission, and further, the Licensee shall forthwith, upon the request of the County, execute such further documentation as deemed appropriate in the sole discretion of the County for the purposes of expediting or permitting the construction or installation of permanent

underground or above ground utility lines, pipeline facilities, transmission lines and drainage swells or other such work within the License Area by the County or the nominee of the County.

10. The Licensee shall not install or erect any trees, shrubs, landscaping, buildings, improvements or structures on the License Area, without approval of the County. If the County permits the Licensee to install or erect any trees, shrubs, landscaping, buildings, improvements or structures, the same are to be constructed in a workmanlike manner so as to minimize damage to the License Area, and the Licensee shall, after any such work, restore the License area to a level and condition equivalent to that which existed prior to the commencement of any such construction and the existing grading running north to south, on the length of the Road Right-of-Way shall not be altered or obstructed by any such construction.
11. The Licensee shall not construct any fencing on the License Area unless prior approval of the County is first obtained and if the County permits the Licensee to construct any fencing on the License area, such fencing shall be constructed according to the specifications determined by the County including any specifications requiring of providing for the construction of gates. If the Licensee is permitted to erect any fencing on the License Area, the said fencing is to be considered the sole property of the Licensee and is to be repaired and maintained solely by the Licensee.
12. Upon the termination of this license, the Licensee shall remove all property belonging to the Licensee from the License Area and shall restore the License Area to a level and condition equivalent to that which existed prior to the commencement of this license. If the Licensee fails or neglects to restore the License Area or fails to remove any and all property of the Licensee from the License Area within thirty days of the termination of this license, the County shall have the right, but not the obligation, to take such action as is reasonably necessary in the sole discretion of the County to remove all property of the Licensee from the License Area and to restore the License Area to a level and condition equivalent to that which existed prior to the commencement of this license. The County shall not be responsible for any loss or damage, however caused, to any property of the Licensee hereby removed from the License Area and the Licensee shall compensate the County its servants, contractors or agents pursuant to this clause. Any cost incurred by the County pursuant to this clause shall be a debt due and owing by the Licensee.
13. The Licensee shall at all times and in all respects abide by all laws, by-laws, legislative and regulatory requirements of any government and other competent authority relating to the use and occupation of the License Area.
14. The Licensee shall provide the County prompt written notice of any accident, damage or injury occurring on the License Area however caused.
15. The Licensee shall at all times hereafter indemnify and hold harmless the County against all actions, claims, demand, suits or proceedings whatsoever that may be lawfully brought or made against the County by reason of anything done by the

Licensee, its agents, employees, invitees or contractors, whether or not such things are done in the exercise or purported exercise of the rights herein conferred upon the Licensee.

16. The Licensee shall carry liability insurance as follows:

- comprehensive general liability insurance with insurable limits of no less than TWO MILLION (\$2,000,000.00) DOLLARS for each occurrence or incident;
- such insurance shall name the County as an insured party, and shall contain a waiver of subrogation against the County;

the Licensee shall provide proof of such insurance to the satisfaction of the County, upon demand.

17. The Licensee shall compensate the County for all damage to property of the County arising out of the activities of the Licensee on or adjacent to the License Area, whether or not such activities are in the pursuance of the rights herein granted to the Licensee.

18. All property on the Licensee which may hereafter be located on, under, over or adjacent to the License Area shall be at the sole risk of the Licensee and the County shall not be liable for any loss or damage thereto howsoever occurring and the licensee hereby releases the County from all action, claims, demands, suits or proceedings whatsoever in respect of any such loss or damage except and to the extent of which such loss or damage is caused by the negligence of the County its servants or agents.

19. During the term of this license, the Licensee shall at his own expense maintain and keep the License Area in good, safe and reasonable repair and condition.

20. Notwithstanding anything to the contrary contained herein, the County shall have the absolute right and privilege to terminate the license herein granted (together with all rights contained herein or ancillary thereto) upon the County providing to the Licensee thirty (30) days written notice of such termination.

21. If, in the opinion of the County, the Licensee undertakes or permits any activity whatsoever within the License Area which may be a nuisance or cause damage, or in the event that the County is of the opinion that the Licensee has undertaken or permitted any activity whatsoever which is inconsistent with the terms hereof, then the County, in its absolute discretion may:

- (a) Give to the Licensee fourteen (14) days to rectify or remedy any such nuisance or improper activity, and failing the Licensee remedying or rectifying such nuisance or improper activity, the license and the rights herein conferred upon the Licensee shall vacate the License Area;



or

- (b) Give the Licensee notice of immediate termination of the license and the rights herein conferred upon the Licensee and the Licensee shall forthwith vacate the License Area.

- 22. The Licensee shall have the right to terminate this license upon providing to the County thirty (30) days written notice of such termination.
- 23. Any notice to be given by one party hereto to the other shall be in writing and shall be delivered personally or mailed by prepaid registered mail to the other party at the address shown below. Notice given in any such manner shall be deemed to have been received by the party on the day of delivery or upon the seventh (7<sup>th</sup>) day after the day of mailing, providing that normal postal services are in existence at the time of mailing and for seven (7) days thereafter.

Notice shall be given:

To the County at: 5015 - 49 Avenue  
St. Paul, AB T0A 3A4

To the Licensee at: Box 582  
St. Paul, AB T0A 3A0

Any party to this Agreement may change its address for service from time to time upon notice to that effect. In the event of disruption of normal postal service, any party giving notice hereunder shall be required to have such notice personally delivered.

- 24. The total rights secured by the license are only such rights as are specified herein and the Licensee hereby acknowledges and agrees that the County has made no representations, warranties, promises or agreements, either express or implied, beyond those contained herein.
- 25. This license shall be binding upon the parties hereto, their executors, administrators and assigns.

IN WITNESS WHEREOF the parties hereto have executed this Agreement as of the day and year first above written.

**SIGNED, SEALED AND DELIVERED**

In the presence of:

\_\_\_\_\_  
Witness

)  
)  
)  
)  
)  
)  
)

\_\_\_\_\_

COUNTY OF ST. PAUL NO. 19

Per: \_\_\_\_\_  
Reeve

Per: \_\_\_\_\_  
Chief Administrative Officer

## AFFIDAVIT OF EXECUTION

CANADA	)	I, _____
	)	
PROVINCE OF ALBERTA	)	OF THE _____ OF _____,
	)	
TO WIT:	)	IN THE PROVINCE OF ALBERTA,
	)	
	)	MAKE OATH AND SAY:

1. That I was personally present and did see \_\_\_\_\_ named in the annexed instrument who is/are personally known to me to be the person(s) named therein, duly sign and execute the same for the purpose named therein.
2. That the same was executed at the \_\_\_\_\_ of \_\_\_\_\_, in the Province of Alberta, and that I am the subscribing witness thereto.
3. That I know the said \_\_\_\_\_ and he/she/they is/are in my belief of the full age of 18 years.

SWORN BEFORE ME at the \_\_\_\_\_ )  
 \_\_\_\_\_ )  
 of \_\_\_\_\_, in the Province of \_\_\_\_\_ )  
 \_\_\_\_\_ )  
 Alberta, this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ )  
 \_\_\_\_\_ )  
 \_\_\_\_\_ )  
 \_\_\_\_\_ )  
 \_\_\_\_\_ )  
 A COMMISSIONER FOR OATHS IN AND )  
 FOR THE PROVINCE OF ALBERTA )



*County of St Paul No 19*  
5015 ~ 49 Avenue, St. Paul, AB T0A 3A4  
[www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)

## Issue Summary Report

### 7.2 RESTRICTIVE COVENANT - HAMLET OF MALLAIG

#20111103020

Meeting : November 8, 2011

Meeting Date : 2011/11/08 10:00

#### Background

---

Further to the discussions at the October 24th Public Works Meeting attached is a copy of the Restrictive Covenant which is being proposed to be registered on the County lots in the new subdivision in the Hamlet of Mallaig.

#### Recommendation

---

Motion to register the restrictive covenant against the lots that are still registered in the County's name.

#### Additional Information

---

Originated By : skitz

---

**RESTRICTIVE COVENANT – ARCHITECTURAL AND CONSTRUCTION**

---

**TO: THE REGISTRAR**  
OF THE NORTHERN ALBERTA LAND REGISTRATION DISTRICT  
LAND TITLES OFFICE  
EDMONTON, ALBERTA

**WHEREAS:**

1. The Developer is the registered owner of the Dominant Lands and the Servient Lands.
2. The Developer intends to impose a scheme of mutually enforceable restrictions with respect to the use and improvement of the Servient Lands for the benefit of the Dominant Lands in order to preserve the integrity of the Development.

**WITNESSETH:**

1. In this Restrictive Covenant, including the preambles and schedules annexed hereto, the following words and expressions shall have the following meanings:

- (a) "Developer" means THE COUNTY OF ST. PAUL NO. 19;
- (b) "Development" means the residential subdivision as set out on Plan 0928675 within which the Servient Lands are located;
- (c) "Dominant Lands" means the lands described as such in **Schedule "A"** annexed hereto as Dominant Lands;
- (d) "Dwelling" means any residential dwelling constructed upon a lot;
- (e) "Guidelines" means the Architectural and Construction Guidelines in **Schedule "B"** annexed hereto.
- (f) "Lot" means any of the lots comprising the Servient Lands;
- (g) "Owner" means those persons who are the registered owners of a Lot;
- (h) "Restrictions" means the restrictions contained in paragraph 2 of this Restrictive Covenant;
- (i) "Restrictive Covenant" means this agreement including the schedules annexed hereto which schedules are incorporated into and form a part of this agreement;
- (j) "Servient Lands" means the lands described as such on Schedule "A" annexed hereto as Servient Lands.

2. For the benefit of the Dominant Lands, the following Restrictions are to be annexed to and run with the Servient Lands, namely:

- (a) No Lot shall be used for manufacturing, trade, or business purposes, or for other than single family private residential purposes

unless:

- (i) such use shall comply in all respects with any applicable Municipal or Provincial requirements or other governing regulations; and
  - (ii) such use shall not be an annoyance or nuisance to the occupiers of neighboring Lots, acting reasonably; and
  - (iii) such use shall not require extraordinary parking or changes to the exterior of the Dwelling constructed upon the Lot so as to cause the Dwelling to appear from the outside as being used for any purpose other than for single family private residential purposes;
- (b) No more than one Dwelling shall be constructed upon any Lot;
- (c) No mobile, multi-family or rebuilt homes shall be permitted on any Lot and no existing home shall be moved onto any Lot;
- (d) No Dwelling or other improvement (including, but not limited to a garage, storage shed or animal shelter) shall be constructed upon a Lot unless it is constructed in compliance with the Guidelines as set out in Schedule "B" attached;
- (e) The design and finish of any fence must compliment the Development and be erected in such a manner so as not to impede the views or drainage of other Lots. Any perimeter fencing shall not exceed two meters in height and shall not be constructed of wire, chain-link or metal;
- (f) No drainage grade or swale left or created in the Development or on any particular Lot for the purpose of permitting surface drainage shall be altered, built upon or obstructed in any manner that would interfere with the surface drainage from the Lot or adjacent land;
- (g) No refuse, trash or garbage of any nature shall be located or dumped, stored or burned on any Lot. No garbage or refuse may be stored or accumulated in such a way as to be accessible or be an attraction to animals;
- (h) All fires on any Lot must be started and kept in a stone, concrete, steel or brick fire pit;
- (i) No raising or keeping of livestock, including without restricting the generality of the foregoing, cattle, horses, sheep, goats, donkeys, rabbits, poultry, wild or fur bearing animals shall be permitted on any Lot. Dogs and cats will be allowed as domestic pets provided they are confined to their Owner's premises, except when accompanied by their Owner;
- (j) No off-road vehicles, including without restricting the generality of the foregoing, snowmobiles, all-terrain vehicles, dirt bikes or any other motorized vehicles customarily used for off-road transportation shall be used or operated on any Lot with the exception of leaving and returning to a Lot unless used for maintenance purposes;
- (k) Except during the construction of a Dwelling or major improvement on a Lot, no Lot shall be used for storage of any materials, vehicles or equipment other than such as are usually and ordinarily stored in connection with the occupation of a building

used for private residential purposes;

(l) The Owner of a Lot shall not permit any violation of these Restrictions or the Guidelines attached as Schedule "B" to take place or continue on the Owner's Lot;

(m) The Owner shall not make application for, nor further subdivide the Lot.

(n) A dwelling shall be at least 1,200 square feet in size.

3. If any of the Restrictions or the application thereof to any party or any circumstances shall be held by any court of competent jurisdiction to be invalid or unenforceable to any extent, then such Restriction shall be severed from the remainder of this Restrictive Covenant to the extent required thereby and the remainder of the Restrictive Covenant or the application of such Restriction to a party or circumstance other than those to which it is held invalid or unenforceable shall not be affected thereby and each of the remaining Restrictions of this Restrictive Covenant shall be valid and enforceable to the fullest extent permitted by law.

4. This Restrictive Covenant is in addition to the requirements of any municipal or other governmental authorities having jurisdiction with respect to the use of the Servient Lands, and nothing contained herein shall be construed as permitting or authorizing anything which is prohibited or authorizing anything which is prohibited by statute, bylaw, regulation or like enactment having the force of law and having application to the Servient Lands.

5. The Developer may take action or proceedings to enforce this Restrictive Covenant but nothing herein shall require or oblige the Developer to enforce this Restrictive Covenant or render the Developer liable for failure of the owner of any Lot to adhere to or to comply with the Restrictions contained in this Restrictive Covenant.

6. The Owner of any Lot comprising the Dominant Lands shall be entitled to enforce the Restrictions contained in this Restrictive Covenant against the Owner of any Lot comprising the Servient Lands.

7. Any notice required or permitted to be given under this Restrictive Covenant shall be in writing and shall be sufficiently given to the party to whom it is addressed if delivered or forwarded by registered mail:

(a) to the Developer at either the then registered office of the Developer or any other address notice of which may be given by the Developer to the Owners of the Lots;  
or

(b) to the Owner of a Lot at the address for the Owner shown on title to such Lot;  
and every such notice shall be deemed to have been given and received at the time when, in the ordinary course of transmission, it would have been delivered at the address to which it was sent.

8. This Restrictive Covenant shall be binding upon the Owner of each Lot and the Restrictions shall be annexed to and run with the Servient Lands and each Lot comprising the Servient Lands and shall not be discharged without the prior written consent of the County of St. Paul No. 19 who shall have the option, but not the obligation, of enforcing the terms hereof.

IN WITNESS WHEREOF the Parties hereto have caused their corporate seals to be hereunto affixed this \_\_\_\_\_ day of \_\_\_\_\_ 2011, written.

**COUNTY OF ST. PAUL NO. 19**

Per: \_\_\_\_\_

**Chief Administrative Officer**  
(c/s)

Per: \_\_\_\_\_

**Reeve**

\_\_\_\_\_

**Witness**



### **SCHEDULE "A"**

#### **Servient Lands:**

Plan 0928675

Block 7

Lots 2, 4, 6, 7, 10, 11, 12, 13, and 14

Plan 0928675

Block 8

Lots 2, 3, 4, 9, 12 and 13

Excepting Thereout All Mines And Minerals

#### **Dominant Lands:**

Plan 0928675

Block 7

Lots 2, 4, 6, 7, 10, 11, 12, 13, and 14

Plan 0928675

Block 8

Lots 2, 3, 4, 9, 12 and 13

Excepting Thereout All Mines And Minerals

### **SCHEDULE "B"** **ARCHITECTURAL & CONSTRUCTION GUIDELINES**

1. All Dwellings or other improvements on any Lot shall be constructed in accordance with these Guidelines.
2. All construction on any Lot shall also comply with all applicable building codes and municipal by-laws, regulations and other requirements, and be in conformity with the provisions of any easement, right-of-way, and restrictive covenant registered against title to such Lot.
3. No development shall be commenced or carried out on any Lot until all required development and building permits have been obtained from the applicable municipal authorities. Construction of any improvement shall not continue unless these permits remain in full force and effect.
4. The Dwelling and any improvements constructed on a Lot shall not increase existing cross drainage to other Lots.
5. No development of any type shall be undertaken on any Lot unless appropriate steps are taken to confine the placement and storage of all construction materials, including excavated materials to that Lot.
6. A private garage may be constructed on each Lot.
7. The Developer, its' servants, agents, contractors and appointees will not be held responsible or liable for the enforcement of or ensuring compliance with these Guidelines by or against an Owner of any Lot.



*County of St Paul No 19*  
5015 - 49 Avenue, St. Paul, AB T0A 3A4  
[www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)

## Issue Summary Report

### 7.3 BLUE BIRD BEACH ASSOCIATION - REQUEST TO DESIGNATE WALKWAY

#20111103025

**Meeting :** November 8, 2011

**Meeting Date :** 2011/11/08 10:00

#### Background

---

At the October Council Meeting, Jackie Miller, on behalf of the Blue Bird Beach Association, made a presentation to Council requesting that they consider completing the walkway that was in the original plan of the subdivision but was never completed . The estimates that she received to complete the work came to a total of \$9,300, including fence and survey costs. The Blue Bird Beach Association has agreed to maintain the walkway after it is developed and designated.

The request to designate a walkway at Blue Bird Beach was tabled so that the local Councillor could be present when a decision is made on this issue.

#### Recommendation

---

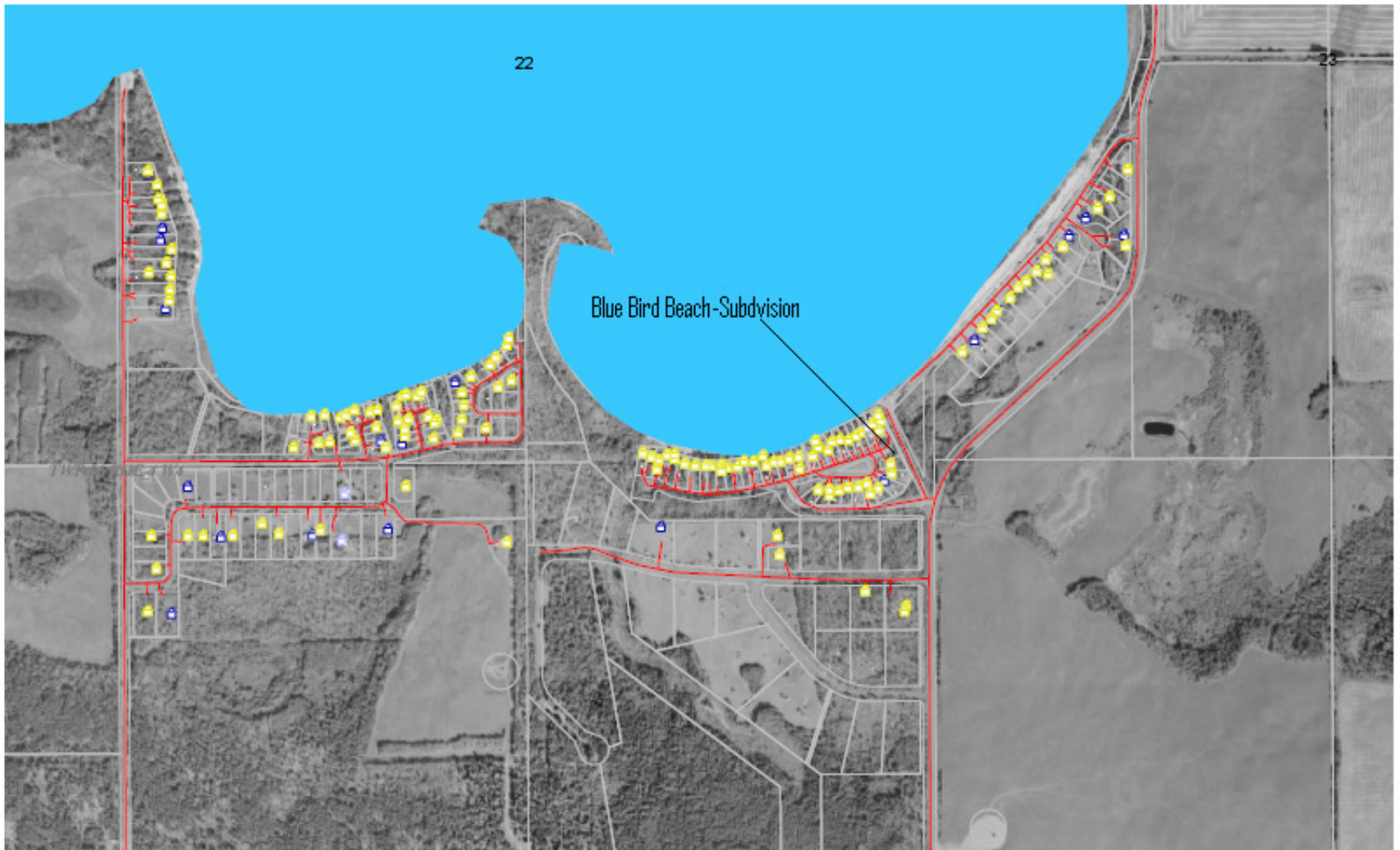
As per Council's wishes.

#### Additional Information

---

**Originated By :** skitz

SE 22-56-4-4





*County of St Paul No 19*  
5015 - 49 Avenue, St. Paul, AB T0A 3A4  
[www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)

## Issue Summary Report

### 7.4 REQUEST FOR FUNDING - ST. PAUL CHILD CARE SOCIETY

#20111103026

**Meeting :** November 8, 2011

**Meeting Date :** 2011/11/08 10:00

#### Background

---

At the October Council meeting, the request from the St. Paul Child Care Society was tabled for more information on County usage of the facility. We have been provided with the the following information from Barb Bury:

They presently have one provider that actually resides in the county but they have 26% of the children in their program coming from the county. As for the Day Care operation, they do not know how the breakdown will work out as the program hasn't started up yet.

The Town of St. Paul contributed \$5,000.

#### Recommendation

---

As per Council's wishes.

#### Additional Information

---

**Originated By :** pcorbiere

## 8 Delegation

- 8.1 10:30 A.M. - DESIREE & DANIEL MANDEL
- 8.2 11:30 A.M. - LINDA BOONE - SAFER COMMUNITIES  
TASK FORCE
- 8.3 2:00 P.M. URBAN SYSTEMS DELEGATION -  
ASHMONT/LOTTIE LAKE PROJECT



*County of St Paul No 19*  
5015 - 49 Avenue, St. Paul, AB T0A 3A4  
[www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)

## Issue Summary Report

**8.1 10:30 A.M. - DESIREE & DANIEL MANDEL**

**#20111102002**

**Meeting :** November 8, 2011

**Meeting Date :** 2011/11/08 10:00

### Background

---

On September 1, 2011 Daniel & Desiree Mandel were issued the following clean up notice for their property.

1. Section 7.8 (1) of the Land Use Bylaw No. 1486, "*KEEPING OF ANIMALS*", states that no fowl or livestock may be kept on land parcels smaller than 1.2 hectares.

Since chickens are not considered domestic pets, and you are not on a parcel larger than 1.2 hectares, they are not permitted on the lands. Therefore they must be removed.

- Bylaw No. 1293/1313 (Dog Bylaw) section 3.6 clearly states no more than two (2) dogs over the age of six (6) months are permitted on the property unless you fall under the exemptions in section 3.7.
- 

In my opinion, you did not qualify for any exemptions so the maximum number of dogs allowed is two (2).

Compliance with these bylaws is mandatory within the County of St. Paul boundaries. Efforts to comply must be completed within fourteen (14) days of receipt of this letter. If the above actions are not carried out within the specified time period, the County of St. Paul will seek a court order forcing compliance.

You may, by written request, ask County of St. Paul Council to review the order issued.

Mr. & Mrs. Mandel replied to the clean up notice, a copy of their letter is attached. They have an appointment to discuss their suggested changes to the Land Use Bylaw and the Dog Bylaw.

### Additional Information

---

**Originated By :** pcorbiere

September 13, 2011

RECEIVED SEP 13 2011

Deseree and Daniel Mandel  
Box 196  
Ashmont, AB  
T0A 0C0

Dear Council of County of St. Paul No. 19,

I am writing in response to a letter we received September 2 regarding bylaws 1486, 1293 and 1313 in regards to dogs and chickens. We kindly ask for a review to amend both current bylaws.

In regards to bylaw 1293 and 1313, a change to have an over the limit permit for dogs.

An example: "Bylaw 1293/1313 section 3.6 be amended by addition of the following:

1. Any persons who harbours, boards, permits or shelters more than two(2) dogs over the age of six(6) months within the municipal boundaries of the county must purchase a over limit dog permit from an animal control officer.

2. The over limit dog permit can be revoked at anytime if any offences occur listed in Section 3 of dog control provisions.

3. A yearly fee must be paid of sixty (60) dollars per dog for the over limit dog permit to remain valid.

These changes are similar to those of the bylaws passed by the towns of Smokey Lake, Strathcona and Yellowhead. We encourage the changes since the bylaws are 15/14 years old. An example was also sent as to a permit application for your reference.

As a family we have had our two Chihuahuas, one Terrier/Poodle and an Australian Shepard/Collie for more than six years. The three dogs are house dogs, needing to stay warm/cool because of their size and our large dog, we keep especially for vandals and theft that are prevalent in town. We would like consideration made for people who are avid dog lovers and who are responsible pet owners.

In regards to the bylaw no. 1486 we request the following amendment:

- 7.8 1) No fur bearing animals, fowl or livestock other than domestic pets or laying hens may be kept on a parcel of less than 1.2ha(2.97ac) except that of horses, on the basis of one for each 1.2ha(2.97ac) of lot size, shall be allowed without a development permit.



Division 2  
Laying Hens

2) No persons shall house more than five(5) laying hens, including chicks at any one time.

3)No roosters will be allowed in town.

4)The laying hens are to be kept for production of eggs only. No slaughtering or selling of laying hens is allowed.

5)Laying hens must be kept in a pen. A pen with a run attached no larger than 6ft long and 4ft wide.

6)The enclosure is to be at a minimum 10ft and 3 ft highland maximum of no more than 20ft and 6ft high or at the discretion of animal control officer.

7)The pen and run are to be approved and kept in a tidy manner.

8) No laying hens will be allowed to roam free in a yard.

9)Dead laying hens must be disposed of in a sanitary manner.

This is similar to a bylaw accepted by the town of Mundare. We purchased our laying hens for eggs for our family only. We value our right to food security, by growing gardens and having laying hens as a recognized principle of the United Nations in article 25. We also home school our children and see it as a vital part of their learning of animal care, food production, and science.

We hope that you to will see the need to make these changes to the bylaws in keeping up with the times and changes of the needs in our community. Thank you very much for you time and consideration in regard to this.

Sincerely,

A handwritten signature in black ink, appearing to be 'D-M', written in a cursive style.

Deseree and Daniel Mandel

**County of St.Paul No.19**  
**Over-Limit Application for Permit**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Current Dogs

#1\_Breed \_\_\_\_\_

#4\_Breed \_\_\_\_\_

#2\_Breed \_\_\_\_\_

#5\_Breed \_\_\_\_\_

#3\_Breed \_\_\_\_\_

#6\_Breed \_\_\_\_\_

Payment Received: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_

**The following animals are requested for the property:**

Breed \_\_\_\_\_ Breed \_\_\_\_\_

Breed \_\_\_\_\_ Breed \_\_\_\_\_

Dogs inside the home: \_\_\_\_\_ Dogs outside the home: \_\_\_\_\_

\_\_\_\_\_ This application has **NOT** been approved for the following reason(s) in Section 3:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Permit Number: \_\_\_\_\_

Permit Issuer: \_\_\_\_\_

Effective Date: \_\_\_\_\_

End Date: \_\_\_\_\_



*County of St Paul No 19*  
5015 ~ 49 Avenue, St. Paul, AB T0A 3A4  
[www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)

## Issue Summary Report

### 8.2 11:30 A.M. - LINDA BOONE - SAFER COMMUNITIES TASK FORCE #20111103001

**Meeting :** November 8, 2011

**Meeting Date :** 2011/11/08 10:00

#### Background

---

Linda Boone, FCSS Director with the Town of St. Paul, will be in to update Council on the Safer Community Task Force Initiative.

#### Additional Information

---

**Originated By :** skitz



*County of St Paul No 19*  
5015 - 49 Avenue, St. Paul, AB T0A 3A4  
[www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)

## Issue Summary Report

### 8.3 2:00 P.M. URBAN SYSTEMS DELEGATION - ASHMONT/LOTTIE LAKE PROJECT

#20111103018

**Meeting :** November 8, 2011

**Meeting Date :** 2011/11/08 10:00

**Scheduled Time :** 02:00

#### Background

---

Urban Systems is the Engineering firm that was awarded the Ashmont/Lottie Lake water line and Treatment Plant project. They have now completed the preliminary work on this project and will be presenting Council with their Final Report on the Preliminary Work. The report is rather lengthy - so is not attached for Council, however a printed copy will be provided to Council at the meeting.

Based on the preliminary work, Urban Systems is also presenting a Work Project for the next stage of work required for this project - Detailed Design and Construction Services. The Work Program is attached for Council's review. This work program has been discussed by the Tech Team including an Alberta Transportation representative. Urban Systems will be looking for approval to proceed with this work plan in order to keep to the timelines they present in the document.

#### Recommendation

---

That Council accepts the Final Report for the preliminary work on the Ashmont/Lottie Lake Project.

That Council reviews and approves the Work Program - Detailed Design and Construction Services for the Ashmont/Lottie Lake project.

#### Additional Information

---

**Originated By :** skitz

# WORK PROGRAM

## THE COUNTY OF ST. PAUL

*Ashmont/Lottie Lake Water Treatment Plant and  
Transmission Line*

*Detailed Design and Construction Services*

*Submitted by:*

**URBANSYSTEMS.**

Suite 200, 10345 – 105 Street

Edmonton, AB T5J 1E8

Telephone: 780-430-4041

[www.urban-systems.com](http://www.urban-systems.com)

October 20, 2011

***Work Program for***  
**The County of St. Paul**  
**Ashmont/Lottie Lake Water Treatment Plant and**  
**Transmission Line**  
**Detailed Design and Construction Services**

***Prepared for***  
The County of St. Paul  
5015 - 49 Avenue  
St. Paul, Alberta, T0A 3A4

***Prepared by***  
Urban Systems Ltd.  
Suite 200, 10345 – 105 Street  
Edmonton, AB T5J 1E8  
Telephone: 780-430-4041  
[www.urban-systems.com](http://www.urban-systems.com)

USL File No. 3144.0003.01

October 20, 2011

This proposal is provided for evaluation purposes. The submitted material is proprietary information owned by Urban Systems Ltd. and is subject to copyright and trade secret law. The material is submitted in good faith that it will be used for evaluation purposes only by those that need to know the information. Copyright © 2011 Urban Systems Ltd.

## TABLE OF CONTENTS

1	LETTER OF TRANSMITTAL .....	1
2	EXECUTIVE SUMMARY .....	2
3	PROJECT APPROACH .....	4
3.1	Project Leadership.....	4
3.2	Schedule .....	4
4	PROJECT TEAM .....	5
4.1	Subconsultants .....	6
5	PROJECT METHODOLOGY .....	7
5.1	Project Leadership.....	7
5.2	Confirm Location of WTP in Ashmont .....	7
5.3	Geotechnical Investigation .....	8
5.4	Complete the Detailed Design of the Transmission Line.....	8
5.5	Transmission Line Contract Documents.....	9
5.6	Transmission Line Tender/Award.....	9
5.7	Water Treatment Plant Design Tasks .....	10
6	FEES .....	14
7	SCHEDULE.....	16

## APPENDICES

Appendix A      Professional Fees and Schedule

## 1 LETTER OF TRANSMITTAL

October 20, 2011

File: 3144.0003.01

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

Via email: [skitz@county.stpaul.ab.ca](mailto:skitz@county.stpaul.ab.ca)

Attention: Sheila Kitz, Chief Administrative Officer

**RE: COUNTY OF ST. PAUL – ASHMONT/LOTTIE LAKE WATER TREATMENT PLANT AND TRANSMISSION LINE –  
DETAILED DESIGN AND CONSTRUCTION SERVICES**


Thank you for the opportunity to submit this work program to continue with the pre-design and detailed design of the Ashmont/Lottie Lake Water Treatment Plant (WTP) and the detailed design of the Ashmont – Lottie Lake transmission line. We have enjoyed working with you through the conceptual and preliminary design phases and look forward to continuing our relationship with you to deliver the final phases and ultimately commissioning the system.

If you have any questions regarding this proposal, please do not hesitate to contact us at 780-430-4041.

Regards,

**URBAN SYSTEMS LTD.**

Reviewed by:



Matthew Brassard, P.Eng.,  
Principal

Cristina Fonseca, Ph.D, P.Eng., PE,  
Water Treatment Specialist

/mm

Enclosure

U:\Projects\_NEL\1026\0043\00\R-Reports-Studies-Documents-Proposals\Proposal\2011-08-25-Lett-Proposal to Montrose.docx



## 2 EXECUTIVE SUMMARY

The conceptual Ashmont water treatment plant (WTP) and preliminary Ashmont – Lottie Lake transmission report, Submitted October 18, 2011 was recently completed for the County of St. Paul and forms the basis for the services moving forward. This report evaluated three treatment and two alignment options with regards to the supply of water to the Hamlets of Ashmont, Lottie Lake, and future treatment capacity to service Mallaig.

On September 22, 2011, a decision to locate the WTP in Ashmont was made after discussions with Council, Senior Administration, Alberta Transportation (Mike Yakemchuk) and our team. Based on the report and discussions with you, we understand the intent of the current assignment is to complete the following tasks:

### Transmission Line

- Complete the detailed design of the water transmission line and infrastructure to deliver water from the new Ashmont WTP (located in Ashmont) to the existing clearwell at the Lottie Lake WTP,
- Assess and complete related works required to meet regulatory requirements to construct the regional infrastructure,
- Prepare a cost estimate of the transmission line and associated work
- Prepare a proposed timeline for construction of the regional infrastructure,
- Prepare construction contract documents for the work,
- Tender, evaluate, and recommend award of the work.

### Water Treatment Plant

- Confirm water quality targets for aesthetic parameters, namely total dissolved solids and hardness,
- Confirm disinfection approach to meet 4-log virus inactivation with Alberta Environment,
- Develop pilot-scale study protocol to be accepted by Alberta Transportation and Alberta Environment,
- Coordinate pilot-scale equipment delivery and start-up with equipment suppliers and the County,
- Support the County during pilot-scale testing,
- Confirm water treatment process design criteria and expansion requirements with Alberta Transportation,
- Confirm water treatment process and reverse osmosis membrane treatment blending ratios,
- Complete the preliminary and detailed design of the drinking water treatment plant to service the communities of Ashmont and Lottie Lake,
- Prepare a pre-tender water treatment plant cost estimate,
- Prepare a proposed timeline for construction of the regional infrastructure,
- Prepare construction contract documents for the work,
- Tender, evaluate, and recommend award,
- Conduct the Project Management responsibilities for the pilot-scale testing and engineering phases of the project.

**Other**

- Water diversion license application. This includes a hydrogeotechnical background investigation and testing to amend (augment) current water diversion license to meet required raw water demands,
- Evaluate residuals generation and handling opportunities,
- Conduct environmental assessment and mitigation plan/archaeological overview assessment
- Lagoon Study and/or evaluation of direct discharge opportunities,
- Complete the geotechnical investigations along the transmission line alignment as well as on the proposed WTP site,
- Topographic and legal land survey for the transmission line and proposed WTP site,
- Land acquisition assistance,
- Utility locates,
- Corrosion protection design,
- Drawing and document production,

## 3 PROJECT APPROACH

Due to the proposed schedule and nature of the project (proposed construction in 2012/2013), a variety of activities will occur concurrently. A start-up meeting will be held at the onset of the project. Major project goals and milestones will be reviewed and Communication Lines established.

### 3.1 Project Leadership

Matt Brassard is the Project Leader. Matt led the preliminary design of the Ashmont and Lottie Lake WTP/transmission line project and is familiar with the County expectations. As part of USL's general approach to project leadership, we place great emphasis on:

- Establishing a Qualified and effective team;
- Understanding and defining project goals and objectives;
- Maintaining scope, schedule and budget;
- Effective consultation and management of expectations; and
- Effective internal (project team) and external communication.

**Meetings** – Monthly meetings will be held with regulatory agencies and the County of St. Paul, either on site or via conference call. These meetings will be attended by the PL and, if required, by a technical specialist. A monthly progress report will be provided.

### 3.2 Schedule

Should USL receive the approval of the scope of work and fees, we have capacity to commence work immediately. The project schedule and budget will be maintained by establishing milestone dates at the outset of the project and clearly communicating expectations around roles and responsibilities, establishing the required level of effort by team members, and through continuous open dialogue as the project progresses.

Our proposed schedule which achieves this goal is provided in **Appendix A**.

## 4 PROJECT TEAM

We have assembled a team with both corporate and personal experiences that are very well aligned to deliver this project. All work associated with the transmission line will be performed in house, by Urban Systems professionals. With regards to the Ashmont drinking water treatment plant, some of the work will be done by sub-consultants to Urban Systems, namely:

- Structural Engineering – Ptarmigan Engineering (Rick Imai, P.Eng.)
- Architectural – Rockliff Architects (Jan Pierzchajlo, MAAA, MRAIC)
- Electrical, Instrumentation and Controls – Canadian Consulting Group (Roxanne Yakemchuck, P.Eng.)
- Mechanical (HVAC / Plumbing) – Alberta Ltd (Craig O’Brien, P.Eng.)

A short description of the team members is found below:

### **Matt Brassard, P.Eng.**

Matt is the proposed Project Leader led the preliminary design of the Ashmont/Lottie Lake WTP and transmission line project and is currently working with the County on the Water Policy project. He is currently the managing partner for USL in Edmonton and brings great experience in all phases of water infrastructure projects and project management.

### **Dr. Cristina Fonseca, P.Eng.**

Cristina is a process engineer and brings a wealth of knowledge in the field of drinking water treatment to the Team. She will lead the WTP design Team. Cristina led the preliminary design of the WTP for the Ashmont/Lottie Lake project.

### **Ken Oliver, P.Eng.**

Ken is a senior consultant and principal of Urban Systems Ltd. and will provide senior oversight to ensure conformance with our quality objectives for this assignment. Ken brings 35 years of engineering and municipal consulting experience to the project.

### **Keith Fransson, A.ScT.**

Keith brings a wealth of experience in the field of large scale project delivery. Keith is currently managing the detailed design and construction of the Alberta Central East regional water line.

### **Dr. Mohammed Elenany, P.Eng.**

Mohammed is the USL in-house hydraulics expert and has supported many offices in projects similar to the current assignment. Mohammed is currently working with the County of St. Paul on the Ashmont/Lottie Lake WTP and transmission line project.

### **Nellshah Khakoo, EIT**

Nellshah will support Cristina in the detailed design and delivery of the WTP. Nellshah has 4 years of WTP design experience ranging from feasibility to construction.

## 4.1 Subconsultants

### **Roxanne Yakemchuck, P.Eng.**

**Canadian Consulting Group**

Roxanne is an instrumentation and controls expert with over 11 years of design experience. She is currently working on the preliminary design of the Ashmont/Lottie Lake WTP and transmission line project.

### **Rick Imai, P. Eng.**

**Ptarmigan Engineering Ltd.**

Rick is the president and senior engineer in Ptarmigan Engineering Ltd. He has 27 years of experience in structural design, specifications and construction supervision for water treatment plants, pumping and storage facilities. He has worked with Urban Systems on a variety of projects most recent being the structural design of West Park Lift Station in the City of Fort Saskatchewan and the Alberta Central East Reservoir and Pumphouse in Vegreville.

### **Craig O'Brien, P.Eng**

**1389667 Alberta Ltd.**

Craig provides over nineteen years of experience with engineering design and project management and is a heating, ventilation, and air-conditioning systems (HVAC), controls, fire protection, and plumbing systems mechanical engineering consultant. Craig has a variety of knowledge and experience designing systems specifically for water treatment plants, reservoir, and pumping station projects.

### **Jan Pierzchajlo, Architect AAA**

**Rockliff Pierzchajlo Architects and Planners Ltd.**

Jan is the managing partner in Rockliff Pierzchajlo Architects and Planners Ltd. He has worked with Urban Systems on a number of projects over the last 8 years. Jan will be responsible for all of the building envelope requirements for this project.

## 5 PROJECT METHODOLOGY

Based on the conceptual WTP and preliminary transmission design report, discussions with the County and our understanding of the project, a project delivery approach was developed and is detailed below.

### 5.1 Project Leadership

Strong leadership and communication often make the difference between a good project and a great project. Our project leadership best practices include:

- Confirm project objectives and the scope of work and scope change protocols in consultation with the County and AT;
- Confirm roles and responsibilities (internal and external);
- Confirm deliverables, milestones, and budget;
- Assess project risks and adapt project plan accordingly;
- Implement quality review protocols;
- Develop and implement a communication plan (internal and external);
- Track progress;
- Provide frequent and clear feedback to team members;
- Adhere to quality review protocols;
- Regularly review project budget and schedule;
- Monitor and issue scope changes as required;
- Provide written progress updates to the County along with invoice;
- Conduct project completion meeting and document lessons learned;

**Key Team Members:** Matthew Brassard

**Deliverables:** Quality Management Plan (internal), Monthly Progress Reports, Cash Flow Forecast, Communication Plan, Project Completion Report

### 5.2 Confirm Location of WTP in Ashmont

We propose to confirm the preferred connection points at the source, the delivery point, and the preferred alignment by the first week of November 2011. This will allow time for the appropriate geotechnical investigation and reporting to be completed this year (2011).

**Key Team Members:** Matthew Brassard

**Deliverable:** Memorandum

### 5.3 Geotechnical Investigation

Based on the current length and proposed pipe diameter of the transmission line, a Conservation and Reclamation Plan and Historical Resources Act Clearance (Terrestrial, Archaeology and Aquatics) approval is **NOT** required (index calculation < 2,690). Urban Systems Ltd. will meet with AENV to confirm requirements for this project.

The geotechnical scope will include a site reconnaissance followed by a field investigation including approximately 18 boreholes along the proposed route to support the design and construction of the proposed pipeline and 2 boreholes near the proposed WTP in Ashmont. This work will review construction methods and procedures, information learned from recent projects of a similar nature, and a review of available published geological maps and selected air photos pertaining to the entire alignment and structure site. This work will provide an understanding of the anticipated geological hazards and geotechnical conditions along the entire alignment. This will inform the design Team as the alignment relates to constructability and design requirements.

**Deliverable:** Geotechnical Report, Geotechnical drilling investigation Report.

### 5.4 Complete the Detailed Design of the Transmission Line

Based on the preliminary design, Option A (which locates the WTP in Ashmont) is the preferred route. The following will be completed in order to complete the detailed design:

- Alignment route for transmission line, including pipe size, materials, hydraulic profile;
- Steady state and transient analysis model and hydraulic analysis;
- Survey of existing pipeline crossings (location and depth) and connections;
- Staging/construction options;
- Proposed installation methods (e.g. open trenching / directional drilling);
- Confirm quality of water with respect to chlorine residual (degradation) at the point of delivery;
- Detailed drawings (at 2 stages – Issued For Approval, Issued For Tender);
- Connection point designs (at the Ashmont WTP and at the Lottie Lake WTP).

**Key Team Members:** Nellshah Khakoo, Mohammed Elenany, Ken Oliver

**Deliverable:** 2 sets of Drawings (Issued for Approval, Issued for Tender)

## 5.5 Transmission Line Contract Documents

With the signs of the Alberta Construction Sector heating up and the anticipated rise in Construction costs there are a few things that we can do as your design consultants that will result in the most competitive pricing available at the time of Tendering. This includes:

- Use our recent contract and tendering experiences on similar projects to improve the design, contract, and tendering framework to maximize the benefits to the County.
- Strive to get your tender out in the market as early as possible in 2012. As seen in 2011 the number of bids decreases and competitiveness of the bids decreases the later the Tendering occurs in the construction season.
- Provide a design and contract structure that enables the Contractors available to bid on the project to use their most cost effective means of construction.

**Key Team Members:** Keith Fransson, Ken Oliver, and Matthew Brassard

**Deliverable:** Contract Documents

## 5.6 Transmission Line Tender/Award

**Tender Phase** - Upon receipt of authorization by the County, we will proceed with tendering of the project as a single contract. Tendering includes:

- Preparation of the tender advertisement and electronic distribution of the Tender documents.
- Advisory services to the County's Project Manager during tender period.
- Interpretation of technical provisions of the document and preparation and issuance of addenda as required.
- Attendance at tender opening.
- Evaluation of tenders based on Contractor's competence, tender price, conformance with tender documents and schedule.
- Recommendations to the County on tender acceptance and award.

**Key Team Members:** Ken Oliver, and Matthew Brassard



## 5.7 Water Treatment Plant Design Tasks

The work program developed for the pilot-scale, WTP preliminary and detailed design phases is described herein. To enable a quick evaluation in terms of effort proposed, the tasks described in this section are associated with line items in the budget (provided in **Appendix A**).

### Task 1 – Project Initiation

Project Initiation (Tasks 1.1 and 1.2) will focus on confirming lines of communication and continuing our dialog with Alberta Transportation and Alberta Environment. USL's overall approach to the different design phases will be discussed and input will be sought from the different stakeholders.

**Key Team Members:** Cristina Fonseca and Matthew Brassard

**Deliverable:** Meeting minutes.

### Task 2 – Bench- and Pilot-Scale Testing

As discussed with Alberta Environment and Alberta Transportation, the water treatment process selected will have to be tested at pilot-scale. Additionally, some bench-scale testing may be necessary. The duration and scope of these tests will be discussed with the County and Alberta Transportation. All tasks associated with this work (Tasks 2.1 – 2.8) focus on supporting the County with all activities associated with bench- and pilot-scale testing. Our involvement will focus on developing testing protocols, coordination of equipment delivery with suppliers and the County, pilot-scale start-up support, and results evaluation and reporting. Similarly support will be provided for all bench-scale testing.

**Key Team Members:** Cristina Fonseca and Nellshah Khakoo

**Deliverable:** Bench- and pilot-scale study technical memorandum.

### Task 3 – Pre-Design Tasks

Tasks 3.1 and 3.2 will focus on confirming design criteria with Alberta Transportation and Alberta Environment, namely with regards to project design flows and expansion requirements. Issues associated with final design approach (including blending options), equipment redundancy, chemical rooms design, remote system access and control, among others, will be confirmed prior to moving forward with the pre-design of the facility.

Task 3.3 was already described in Section 3.2 of the current proposal and mostly aims at identifying the final location of the WTP, based on footprint requirements, ease of access to chemical delivery trucks, and optimal location for the transmission line and residuals discharge.

An Environmental Assessment and Mitigation, and Archaeological Assessment (Task 3.4) will be conducted to help incorporate environmental factors into the project decision-making. The environmental overview will be a desktop study based on information gathered from available local/provincial/federal sources. The information gathered will summarize the current environment with respect to aquatic, terrestrial, and heritage resources and will outline the applicable regulatory requirements for the project.

The report will include a summary of potential environmental effects and best management practices in pipeline construction in prairie environments to avoid, reduce, or control adverse effects of the works associated with this project. Recommendations will be made for further field studies/surveys, or plans to monitor the impact of the project, if deemed necessary.

A preliminary site and building layout will be prepared (Task 3.5) once the building location is identified, followed up by a survey (Task 3.6). Tasks 3.7 to 3.9 focus on additional pre-design work tasks associated with instrumentation and controls, and HVAC and plumbing. These will support equipment discussions with suppliers as well as identify functional requirements to do with space and layout of the treatment equipment.

Task 3.10 focuses on the development of preliminary design drawings. The design will be developed to 50 percent completion. At this stage most drawings available will focus on process design and process and instrumentation drawings. Site WTP layouts will also be provided. Limited architectural, structural, electrical, and HVAC / plumbing will be provided at this stage. A summary list of proposed drawings is shown below, in association with Task 4 (subtasks 4.2 and 4.6).

Where advantageous from a detailed design perspective, equipment will be pre-selected prior to tender issue (Tasks 3.11 and 3.12). This approach allows the design to be develop around a known key piece of equipment instead of having to accommodate a variety of suppliers that may be selected by the successful contractor. Once pre-selected, this supplier is carried in the respective specification, during tender.

Tasks 3.13, 3.14, and 3.15 focus on key issues to do with the water treatment design and construction. Task 3.13 will identify ways to minimize any disruption to the supply of water to consumers during construction. Task 3.14 objective is to provide for a review of all disciplines, identify any conflicts in the design and also to devise the simplest possible ways to build the WTP with minimum disruptions to the community at large. Finally, based on the findings of Tasks 3.13 and 3.14 a staging plan will be developed to minimize construction period and make use of any possible synergies during this phase. Although no environmental concerns are anticipated, we will incorporate any construction window limitation in our staging plan.

An updated class “C” costs estimate will be prepared (Task 3.16) and included in the pre-design report (Task 3.17). The findings of the work done during the preliminary design phase will be discussed with the County, Alberta Environment and Alberta Transportation in a collaborative workshop (Task 3.18). It is anticipated that this workshop will be used to discuss the design approach, confirm the functional layout of the drinking water treatment plant, overall control philosophy, among other issues. All comments and feedback will be incorporated in the final pre-design report (Task 3.19).

**Key Team Members:** Cristina Fonseca, Sean Dodd, Nellshah Khakoo, and Rhonda Maskiewich

**Deliverables:**

- Environmental assessment and mitigation / archaeological assessment technical memorandum.
- Survey report.
- Preliminary design drawings (50% completion).
- Equipment preselection request for quotation (RFQ).
- Pre-design report.

## Task 4 – Detailed Design Tasks

During this stage our team will start addressing all permits and approvals required for the WTP and transmission line for the successful completion of the project (Task 4.1). Any additional permits or approvals required for the residuals discharge will be included in a separate work program pending discussions with AENV.

Detailed drawings will be finalized during this phase. Submittals to the County will be done at 85 and 100 percent completion (Tasks 4.2 and 4.6). The table below shows a summary of the proposed drawings. As for the preliminary design, a constructability and quality review will be done by senior reviewers (Task 4.5). The objective will be to identify and resolve design conflicts as well as optimize the WTP constructability.

Drawings	Number of Sheets
General	2
Civil	5
Structural	11
Architectural	3
Process	8
Instrumentation	6
Electrical	10
HVAC / Plumbing	7
<b>Total Estimated WTP Drawings</b>	<b>52</b>

Specification packages (Tasks 4.3 and 4.7) will be submitted to the County and Alberta Transportation, for review, along with the 85 and 100 percent detailed design drawings. The objective, as for the drawings, is to obtain feedback prior to issuing the tender. Once the detailed design is finalized, a class “A” cost estimate will be prepared (Task 4.8).

At the end of the detailed design phase, a collaborative workshop is planned between the design team, the County and Alberta Transportation (Task 9). This workshop will focus on a final review of the design documents (drawings and tender).

**Key Team Members:** Cristina Fonseca, Sean Dodd, and Nellshah Khakoo

**Deliverables:**

- Detailed design drawings (100% completion).
- Pre-tender (Class “A”) cost estimate.
- Tender documents package.
- Capital funding brief.

## Task 5 – Tender Issue and Evaluation

Task 5 will focus on finalizing contract documents (Task 5.1), tender issues, response to questions and clarifications, tender review and award (Task 5.2). A site visit with interested contractors is assumed at this stage. The intent is to provide for an overview of the project, raise any critical issues associated with integration with existing facilities, show staging areas available to contractors and clarify any questions that prospective bidders may have about the project.

**Key Team Members:** Cristina Fonseca and Sean Dodd

**Deliverable:** Tender review summary memo and award recommendation.

## 6 FEES

A detailed task and associated fee list is attached in **Appendix A**. The breakdown of fees is summarized as follows:

<b>Transmission Line</b>	<b>\$185,000</b>
<b>Bench- and Pilot-Scale Testing</b>	<b>\$53,750</b>
<b>Water Treatment Plant</b>	<b>\$366,650</b>
<b>Geotechnical (WTP and transmission line)</b>	<b>\$38,000</b>
<b>Land Acquisition (includes west &amp; east)</b>	<b>\$46,300</b>
<b>Residuals generation and handling options</b>	<b>\$15,000</b>
<b>Hydrogeotechnical (license amendment)</b>	<b>\$48,300*</b>
<b>Total Estimated Fees (+ GST)</b>	<b>\$753,000</b>

\* The County of St. Paul and AT have already authorised Thurber to proceed with the Hydrogeotechnical component of this work program.

The above fee summary is based on the following assumptions:

- A total of four meetings / workshops are planned with the County, Alberta Transportation and relevant design team members, at key project milestones.
- Two month pilot-scale testing was assumed, at an assumed cost of \$35,000 and bench-scale work assumed to cost approximately \$5,000 (including water quality analysis). This cost assumes piloting of pressure filters and RO membranes, and includes shipping. If any additional processes require testing, this will be discussed with Alberta Transportation. If after discussions with Alberta Environment it is confirmed that pilot-scale testing duration is less than two months, the costs may be reduced.
- The pilot-scale testing costs assume that the pilot-scale skids will be housed in an existing building. If a temporary structure is required to house the pilot-scale testing, additional funds may be required.
- It is assumed that Dr. Cristina Fonseca will be on-site during pilot-scale start-up, for two days. County operators will operate the pilot-scale skid with remote support from Cristina and Nellshah Khakoo.
- The preliminary and detailed design components associated with structural, architectural, electrical / instrumentation and controls, and mechanical (HVAC and plumbing) have been included in the WTP fee. As mentioned above, these services will be provided by Ptarmigan Engineering (structural), Rockliff Architects

(architectural), Canadian Consulting Group (electrical, instrumentation and controls), and Alberta Ltd (mechanical).

- No allowance has been made for system programming and control. This component will be discussed with the County and Canadian Consulting Group during the final stages of the detail design phase. It is anticipated that Canadian Consulting Group will work in partnership with BI Systems Electrical & Controls to program the Ashmont remote access and control network. BI Systems has been working with the County, upgrading the PLC and remote monitoring for the Lottie Lake and Mallaig and will provide feedback on all issues associated with standardizing the County control system.

## 7 SCHEDULE

As previously noted, the schedule proposed for the project is shown in **Appendix A**. This schedule was prepared based on the following assumptions:

- Consulting work program approved in November 2011;
- Start-up meeting to take place within one week of project award (November, 2011);
- Residuals handling framework established by November 2011;
- Field Survey and geotechnical investigations completed in November 2011;
- Water supply testing (for license augmentation) completed in November 2011;
- Treatment Piloting completed by March 2012;
- Transmission main tender in February 2012;
- Transmission main construction completion by fall 2012;
- WTP tender in July 2012
- WTP construction completion by March 2013
- Project Completion and Commissioning in March 2013.

APPENDIX A

# APPENDIX A

## Fees and Schedule



## APPENDIX A

Task No.	Task Description:	Fees	Disbursements	Total	Subconsultant Fees	Total
<b>I</b>	<b>Project Management and Administration</b>					
1.1	Overall Project Management	\$ 17,900	\$ 1,440	\$ 19,340		\$ 19,340
	<b>Subtotal</b>	<b>\$ 17,900</b>	<b>\$ 1,440</b>	<b>\$ 19,340</b>		<b>\$ 19,340</b>
<b>II</b>	<b>Preliminary Design and Data Collection</b>					
2.1	Confirm Pipeline Routing and Connection Points	\$ 2,060	\$ 170	\$ 2,230		\$ 2,230
2.2	Geotechnical Investigation	\$ 2,930	\$ 80	\$ 3,010	\$ 38,000	\$ 41,010
2.3	Land Acquisition	\$ 3,930	\$ 130	\$ 4,060	\$ 46,300	\$ 50,360
2.4	Corrosion Potential Investigation	\$ 2,110	\$ 150	\$ 2,260	\$ 5,000	\$ 7,260
2.5	Complete Ground Truthing and Base Mapping Correction	\$ 3,280	\$ 260	\$ 3,540		\$ 3,540
2.6	Cadastral Base (completed with ground truthing)	\$ 5,420	\$ 260	\$ 5,680	\$ 42,690	\$ 48,370
2.7	Driveway and Shelter Belt Review	\$ 1,080	\$ 890	\$ 1,970		\$ 1,970
2.8	Utility Locates and Field Survey	\$ 3,250	\$ 220	\$ 3,470	\$ 10,000	\$ 13,470
	<b>Subtotal</b>	<b>\$ 24,060</b>	<b>\$ 2,160</b>	<b>\$ 26,220</b>	<b>\$ 141,990</b>	<b>\$ 168,210</b>
<b>III</b>	<b>Detail Design and Tender</b>					
3.1	Site Visit	\$ 2,390	\$ 990	\$ 3,380		\$ 3,380
3.2	Confirm Hydraulics/ Pipe Sizing	\$ 920	\$ 70	\$ 990		\$ 990
3.3	Surge Analysis	\$ 2,160	\$ 170	\$ 2,330		\$ 2,330
3.4	Review Constructability	\$ 2,760	\$ 220	\$ 2,980		\$ 2,980
3.5	Develop Plan and Profiles	\$ 3,130	\$ 250	\$ 3,380		\$ 3,380
3.6	Road Profile Reviews (of potential future road regrading)	\$ 1,870	\$ 150	\$ 2,020		\$ 2,020
3.7	Crossings (Plans, Applications and Coordination)	\$ 5,040	\$ 400	\$ 5,440		\$ 5,440
3.8	Prepare Class B Cost Estimate	\$ 6,350	\$ 510	\$ 6,860		\$ 6,860
3.9	Detail Drawings	\$ 6,390	\$ 510	\$ 6,900		\$ 6,900
3.10	Corrosion Protection Design	\$ 2,210	\$ 160	\$ 2,370	\$ 5,000	\$ 7,370
3.11	Drawings Production	\$ 1,040	\$ 80	\$ 1,120	\$ 2,000	\$ 3,120
3.12	Design Reviews	\$ 8,860	\$ 710	\$ 9,570		\$ 9,570
3.13	Prepare Pre Tender Cost Estimates	\$ 3,870	\$ 310	\$ 4,180		\$ 4,180
3.14	Prepare Specifications and Tender Documents	\$ 14,060	\$ 1,130	\$ 15,190		\$ 15,190
3.15	Tender Administration Services	\$ 7,180	\$ 980	\$ 8,160		\$ 8,160
	<b>Subtotal</b>	<b>\$ 68,230</b>	<b>\$ 6,640</b>	<b>\$ 74,870</b>	<b>\$ 7,000</b>	<b>\$ 81,870</b>
	<b>Total</b>	<b>\$ 110,190</b>	<b>\$ 10,240</b>	<b>\$ 120,430</b>	<b>\$ 148,990</b>	<b>\$ 269,420</b>

## APPENDIX A

URBANSYSTEMS.					
Ashmont WTP Upgrade Fee Schedule		USL		Subcon. Fees	Totals
Client: County of St. Paul		Fees	Disb.	Totals	
Project: Ashmont WTP Upgrades and Transmission Line Ashmont - Lottie Lake					
BOYER WTP TESTING, PRE-DESIGN AND DETAIL DESIGN PHASES					
<b>1.0</b>	<b>PROJECT INITIATION</b>				
1.1	Start-Up Meeting in Edmonton	\$ 1,400	\$ 1,112	\$ 2,512	\$ 2,520
1.2	Follow-up with Regulatory Agencies (AENV and AT)	\$ 175	\$ 14	\$ 189	\$ 190
	<b>SUBTOTAL</b>	<b>\$ 1,575</b>	<b>\$ 1,126</b>	<b>\$ 2,701</b>	<b>\$ 2,710</b>
<b>2.0</b>	<b>BENCH- AND PILOT-SCALE TESTING</b>				\$ -
2.1	Develop Bench- and Pilot-Scale Test Protocols for Selected Options	\$ 700	\$ 56	\$ 756	\$ 760
2.2	Selection, Coordination, Mobilization of Pilot-Scale Equipment	\$ 1,780	\$ 142	\$ 1,922	\$ 1,930
2.3	Bench-Scale Testing Execution	\$ 350	\$ 28	\$ 378	\$ 5,380
2.4	Install, Commissioning of Pilot Equipment / Pilot-Scale Testing	\$ 2,800	\$ 1,474	\$ 4,274	\$ 4,280
2.5	Pilot-Scale Test Execution (Assumes 2 Mths of Pilot-Scale Testing)	\$ 2,860	\$ 229	\$ 3,089	\$ 38,090
2.6	Bench-Scale Test Results Evaluation	\$ 350	\$ 28	\$ 378	\$ 380
2.7	Pilot-Scale Results Evaluation	\$ 1,780	\$ 142	\$ 1,922	\$ 1,930
2.8	Bench- and Pilot-Scale Test Technical Memorandum	\$ 900	\$ 72	\$ 972	\$ 980
	<b>SUBTOTAL</b>	<b>\$ 11,520</b>	<b>\$ 2,172</b>	<b>\$ 13,692</b>	<b>\$ 40,000</b>
<b>3.0</b>	<b>PRE-DESIGN TASKS</b>				\$ -
3.1	Confirm Design Criteria	\$ 350	\$ 28	\$ 378	\$ 380
3.2	Finalize Water Treatment Process Selection	\$ 350	\$ 28	\$ 378	\$ 380
3.3	s 5.2 and	\$ 1,780	\$ 142	\$ 1,922	\$ 1,930
3.4	Environmental Assessment and Mitigation Plan / Archeological Overview Assessment	\$ 8,120	\$ 650	\$ 8,770	\$ 8,770
3.5	Prepare Preliminary Layout (Site and Building)	\$ 2,730	\$ 218	\$ 2,948	\$ 2,950
3.6	Survey Report	\$ 620	\$ 50	\$ 670	\$ 10,000
3.7	Preliminary Floor Plan Layout	\$ 1,650	\$ 132	\$ 1,782	\$ 1,790
3.8	Identify Electrical Requirements (Primary and Standby Power)	\$ 870	\$ 70	\$ 940	\$ 500
3.9	Identify HVAC/ Plumbing Requirements	\$ 870	\$ 70	\$ 940	\$ 500
3.10	Drawings (General, Civil, Process-Mechanical Design and Instrumentation and Control, Structural, Electrical)	\$ 50,245	\$ 4,020	\$ 54,265	\$ 21,593
3.11	Develop Pre-Selection Equipment Sizing and Specifications	\$ 5,230	\$ 418	\$ 5,648	\$ 5,650
3.12	Issue and Evaluate Equipment Pre-Selection Proposals	\$ 3,130	\$ 250	\$ 3,380	\$ 3,390
3.13	Investigate Maintainance of Operation and Service During Construction	\$ 2,040	\$ 163	\$ 2,203	\$ 2,210
3.14	Constructability and Quality Review	\$ 860	\$ 69	\$ 929	\$ 930
3.15	Project/Construction Staging Plan	\$ 1,130	\$ 90	\$ 1,220	\$ 1,230
3.16	Prepare and Submit Class 'C' Cost Estimate	\$ 6,860	\$ 549	\$ 7,409	\$ 7,410
3.17	Submit Draft Pre-Design Report	\$ 5,360	\$ 429	\$ 5,789	\$ 5,790
3.18	Collaboration Workshop with County, AENV and AT (Discussion of Draft Pre-Design Report Comments)	\$ 1,400	\$ 1,112	\$ 2,512	\$ 2,520
3.19	Submit Final Pre-Design Report	\$ 2,500	\$ 200	\$ 2,700	\$ 2,700
	<b>SUBTOTAL</b>	<b>\$ 96,095</b>	<b>\$ 8,688</b>	<b>\$ 104,783</b>	<b>\$ 32,593</b>
<b>4.0</b>	<b>DETAIL DESIGN</b>				\$ -
4.1	Permits and Approvals	\$ 2,480	\$ 198	\$ 2,678	\$ 2,680
4.2	Submit 85% Complete Design Drawings	\$ 62,880	\$ 5,030	\$ 67,910	\$ 72,800
4.3	Submit 85% Complete Specifications Document	\$ 10,900	\$ 872	\$ 11,772	\$ 5,000
4.4	Review of Design Documents	\$ 4,840	\$ 387	\$ 5,227	\$ 5,230
4.5	Constructability and Quality Review	\$ 2,420	\$ 194	\$ 2,614	\$ 2,620
4.6	Finalize Design (100%)	\$ 15,760	\$ 1,261	\$ 17,021	\$ 12,500
4.7	Finalize Specifications (100%)	\$ 4,700	\$ 376	\$ 5,076	\$ 3,500
4.8	Prepare and Submit Class 'A' Cost Estimate	\$ 4,240	\$ 339	\$ 4,579	\$ 4,580
4.9	Collaborative Workshop	\$ 2,800	\$ 1,224	\$ 4,024	\$ 4,030
4.10	Prepare Final Design Capital Funding Brief	\$ 1,240	\$ 99	\$ 1,339	\$ 1,340
	<b>SUBTOTAL</b>	<b>\$ 112,260</b>	<b>\$ 9,981</b>	<b>\$ 122,241</b>	<b>\$ 93,800</b>
<b>5.0</b>	<b>TENDER ISSUE AND EVALUATION</b>				\$ -
5.1	Prepare Contract Documents	\$ 1,310	\$ 105	\$ 1,415	\$ 1,420
5.2	Tender Issue, Site Visit, Management, Review and Award	\$ 5,220	\$ 1,418	\$ 6,638	\$ 2,500
	<b>SUBTOTAL</b>	<b>\$ 6,530</b>	<b>\$ 1,522</b>	<b>\$ 8,052</b>	<b>\$ 2,500</b>
<b>TOTAL FEES - ALL TASKS (Excluding GST)</b>		<b>\$ 227,980</b>	<b>\$ 23,488</b>	<b>\$ 251,468</b>	<b>\$ 168,893</b>
					<b>\$ 420,362</b>

APPENDIX A

Project Schedule

	2011			2012												2013		
	October	November	December	January	February	March	April	May	June	July	August	September	October	November	December	January	February	March
Silt Density Index Test																		
Determine Direct RO Membrane Use																		
Refine and Balance Process/Objectives																		
Pilot Testing																		
Pre-Design																		
Detailed Design																		
Tender																		
Construction																		
Commissioning																		
Water Demand Criteria																		
Evaluation of Residuals Generation & Handling																		
Lagoon Study																		
Confirmation of Groundwater Source & Quantity																		
Water Div. License Application																		
Confirm WTP Location																		
Transmission Line Detailed Design																		
Tender Transmission Line																		
Transmission Line Construction Window (2 months)																		

## 9 New Business

- 9.1 DRIVING ECONOMIC DEVELOPMENT AND DIVERSIFICATION IN RURAL ALBERTA
- 9.2 AAAF IN SERVICE TRAINING
- 9.3 TOWN OF ST. PAUL - REQUEST FOR FUNDING FOR ACTION BUS
- 9.4 REQUEST FOR FUNDING FOR PROVINCIAL CHAMPIONSHIP
- 9.5 BYLAW NO. 1586 - ESTABLISH SUBDIVISION AUTHORITY
- 9.6 APPOINT KRYSTLE FEDORETZ AND DENNIS BERGHEIM AS SUBDIVISION AUTHORITY
- 9.7 COUNCIL VISIONING SESSION REPORT
- 9.8 TAX CANCELLATION
- 9.9 GRAVEL PIT FEES
- 9.10 SAND AND GRAVEL AGREEMENT
- 9.11 ROAD CONSTRUCTION EASEMENTS
- 9.12 PAVING PATCHES IN HAMLET OF ASHMONT AND HAMLET OF MALLAIG
- 9.13 PAYROLL REQUEST FROM MALLAIG MINOR HOCKY
- 9.14 DUMPING STATION FOR HAMLET OF MALLAIG
- 9.15 BYLAW NO. 1587 - REZONE P S 1/2 NE 1-58-9-W4
- 9.16 BYLAW NO. 1585 - REZONE LOT 1, PLAN 0021514
- 9.17 APPROACH FOR PSW 30-60-9-W4
- 9.18 BYLAW NO. 1573 - LEASE OF LOT 28ER, BLOCK 2, PLAN 8023110
- 9.19 BOAT LAUNCH FOR SANTE ESTATES
- 9.20 ELK POINT CHAMBER OF COMMERCE CHRISTMAS EXTRAVAGANZA
- 9.21 REGIONAL COYOTE REDUCTION PROGRAM

- 9.22 MALLAIG CURLING CLUB - TEAM FOR FARMER'S SPIEL
- 9.23 NOVEMBER PUBLIC WORKS MEETING
- 9.24 DATES FOR REGULAR COUNCIL MEETINGS
- 9.25 DATES FOR PUBLIC WORKS MEETINGS
- 9.26 CHRISTMAS HOURS
- 9.27 IN CAMERA



*County of St Paul No 19*  
5015 ~ 49 Avenue, St. Paul, AB T0A 3A4  
[www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)

## Issue Summary Report

### 9.1 DRIVING ECONOMIC DEVELOPMENT AND DIVERSIFICATION IN RURAL ALBERTA #20111103005

**Meeting :** November 8, 2011

**Meeting Date :** 2011/11/08 10:00

#### Background

---

A one-day conference on Driving Economic Development and Diversification in Rural Alberta will be held on November 17 in Lac La Biche. Registration for this workshop is \$25.

The deadline to register has passed, however there is still room available.

#### Recommendation

---

Motion to approve Sheila Kitz and any Councillors who are able to attend.

#### Additional Information

---

**Originated By :** skitz



# Driving Economic Development and Diversification in Rural Alberta

*Revving up the Power of your Business Community!*

A conference for community members, business leaders  
and elected officials in Lac La Biche County and the Lakeland region.

**November 17, 8:00 a.m. – 4:30 p.m.**  
**Devon Room, The Bold Centre, Lac La Biche**  
**Cost: \$25**

*Proceeds will go to the  
Community Futures Northern Alberta Youth Entrepreneurship Camp.*

## **Keynote Speaker: Ian Hill**

Ian Hill has proven to inspire individuals to become their own catalyst for positive change in the communities in which they live. As well, his goal as a speaker is to inspire others to increase employee productivity, profitability and the social impact of corporations and businesses.

## **What's covered during the workshop...**

- What does economic development and diversification mean to my business?
- What's involved in making it happen?
- Who's responsible?
- What are the necessary policies and procedures to get things underway?
- What are the rewards?

Attend the workshop and participate in four facilitated sessions. You'll come away with five solid key activities to put into play that will get results and rev up the community for economic development!

**Registration form is enclosed. Please register by November 1.**

This workshop is brought to you by the Alberta Rural Development Network,  
Lac La Biche and District Chamber of Commerce, Community Futures  
Lac La Biche, Lakeland County and Portage College.





*County of St Paul No 19*  
5015 ~ 49 Avenue, St. Paul, AB T0A 3A4  
[www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)

## Issue Summary Report

### 9.2 AAAP IN SERVICE TRAINING

#20111103002

Meeting : November 8, 2011

Meeting Date : 2011/11/08 10:00

#### Background

---

The Annual Association of Alberta Agricultural Fieldmen In Service Training will be held December 5-9, 2011 at the Westin in Edmonton.

#### Recommendation

---

Motion to authorize Dennis Bergheim and Jeremy Robinson to attend the AAAP Inservice Training from December 5-9, 2011 in Edmonton.

#### Additional Information

---

Originated By : skitz



## 2011 A.A.A.F. In Service Training

**DATE:** October 6, 2011  
**MEMO TO:** A.A.A.F. MEMBERSHIP

---

The Northwest Region, hosts for the 2011 In Service Training Program scheduled for December 5 - 9 are pleased along with the Education Committee to provide the following information:

IST is to be held at the Westin Hotel in Edmonton, 10135 – 100 Street,  
Phone: 780-426-3636.

Room rates are: Traditional \$149.00 per night plus taxes.

Deluxe \$184.00 per night plus taxes.

*(The above Guestroom Rates Include Self parking in the Hotel Parkade and the Outside Lot South of the Westin Building)*

Registration Costs:	2012 AAAF Membership Dues	\$150.00
	IST Registration Fees	\$350.00
	GST Registration # 126729870RT	<u>\$ 17.50</u>
	<b>TOTAL due per member:</b>	<b>\$517.50</b>

Additional Banquet Tickets are available at a cost of \$75.00 each.

Please pre-register on or before November 10, 2011  
(see attached form, make copies as required)

Please make all cheques payable to “2011 AAAF IST”.

Send Registrations to: 2011 AAAF IST  
c/o Ron Jackson  
Athabasca County  
3602 48 Avenue  
Athabasca, Alberta, T9S 1M8  
Phone: 780-675-2273 FAX: 780-675-5512  
E-Mail [rjackson@athabascacounty.com](mailto:rjackson@athabascacounty.com)

If you have any questions regarding the attached Agenda, contact Trent Keller at 780-675-2273 or E-mail: [tkeller@athabascacounty.com](mailto:tkeller@athabascacounty.com)

Please direct any registration concerns to Dawn Fortin at 780-584-3866 or  
E-Mail: [dawn.fortin@woodlands.ab.ca](mailto:dawn.fortin@woodlands.ab.ca)



## ASSOCIATION OF ALBERTA AGRICULTURAL FIELDMEN

*Working for a Better Agricultural Industry Across Alberta, Canada*



### In Service Training Monday, December 5, 2011

Time	Event	Speaker
8:30 a.m. – 4:00 p.m.	<b>Course #1</b> P. Ag/ R.T. Ag. Ethics Course <b>\$100.00</b>	Shafteek Ali
8:30 a.m. – noon	<b>Course #2</b> Certified Agricultural Fieldmen Orientation <sup>1</sup>	AAAF Executive & Agriculture & Rural Development Staff
1:00 p.m. – 5:00 p.m.	<b>Course #3</b> Improved Communications the Toastmasters Way	Normand Boulet, M.D. of Smoky River
8:00 p.m. – 2:00 p.m. <i>✕</i>	<b>Course #4</b> Landscape Pesticide Applicator's Certificate Tutorial	Phillip Massier
2:15 p.m. – 5:15 p.m.	<b>Course #5</b> Landscape Pesticide Applicator's Certificate Exam <b>\$175.00<sup>2</sup></b>	Lakeland College
8:00 a.m. – 4:00 p.m.	<b>Course #6</b> Seed Cleaning Plant Inspection & Seed Grading Training <b>\$20.00<sup>3</sup></b>	Blair Peregrym, Stony Plain Seed Cleaning Co-op Steven Miller, Association of Alberta Co-op Seed Cleaning Plants 20/20 Seed Labs
8:00 a.m. – 5:00 p.m.	<b>Course #7</b> Authorized Assistant Train the Trainer <b>\$175.00<sup>4</sup></b>	Viviane Servant, Alberta Environment
5:00 p.m. – 9:00 p.m.	Registration-Foyer	NW Region
7:00 p.m. – 9:00 p.m.	Beef on a Bun	NW Region
7:00 p.m. – 11:00 p.m.	Team Building	NW Region

*Minimum/maximum class sizes have been set. Register quickly to reserve your spot.  
Lunch and refreshments **will** be provided on Monday. Lunch will be served at 12:00 p.m.*

<sup>1</sup> Certified Agricultural Fieldmen Orientation is a mandatory requirement for those members pursuing Certified Agricultural Fieldmen certification.

<sup>2</sup> The \$175.00 fee for the Landscape Pesticide Applicator's Certificate Examination is payable to **Lakeland College** by **November 17, 2011**. Participants are responsible for acquiring a current copy of the Pesticide Applicator Homestudy materials from **Lakeland College** and for reviewing the material prior to December 5, 2011. If you are interested in writing the exam for a second certification class, please email Trent Keller: [tkeller@athabascacounty.com](mailto:tkeller@athabascacounty.com)

<sup>3</sup> Transportation to the Stony Plain Seed Cleaning Co-op will be provided to all participants of this course.

<sup>4</sup> The \$175.00 fee for the Authorized Assistant Train the Trainer Course is payable to **Lakeland College** by **November 17, 2011**.



**ASSOCIATION OF ALBERTA AGRICULTURAL FIELDMEN**

*Working for a Better Agricultural Industry Across Alberta, Canada*



\* Pending ten (10) Pesticide Applicator Credits will be applied for, with seven (7) available on Wednesday, December 7<sup>th</sup>, 2011 for Industry Day.

## In Service Training Tuesday, December 6, 2011

Time	Event	Speaker
7:00 a.m. – 8:00 a.m.	Breakfast	
8:00 a.m. – 8:15 a.m.	National Anthem Opening Remarks	Dawn Fortin, Woodlands County Norm Boulet, AAAP President
8:15 a.m. – 8:45 a.m.	AAAP Introductions	AAAP Members
8:45 a.m. – 9:00 a.m.	AAAP Committee Introductions	AAAP Committee Chairs
9:00 a.m. – 10:00 a.m.	CFIA Investigations	Kelly Phillips, Animal Health Inspector- CFIA
10:00 a.m. – 10:30 a.m.	Coffee Break	
10:30 a.m. – 12:00 p.m.	<b>Government Updates:</b> Insect Pest Updates Vertebrate Pest Updates (0.5 hr each) Explore Local Initiative Environmental Funding Stream Update (0.25 hr each)	Scott Meers, AARD Phil Merrill, AARD  Marlene Abrams, AARD Maureen Vадnais, AARD
12:00 p.m. – 1:00 p.m.	Lunch	
1:00 p.m. – 2:00 p.m.	Media Training	Marilyn Jones, RiverCity Productions
2:00 p.m. – 3:00 p.m.	Supervision & Leadership	Donna Tona, Transitional Solutions
3:30 p.m. – 5:30 p.m.	Beers of the World	Darrell Chambers, Engage Agro





**ASSOCIATION OF ALBERTA AGRICULTURAL FIELDMEN**

*Working for a Better Agricultural Industry Across Alberta, Canada*



## In Service Training- Industry Day Wednesday, December 7, 2011

Time	Event	Speaker
7:00 a.m. – 8:00 a.m.	Breakfast	
7:30 a.m. – 8:00 a.m.	Industry Applicator Registration	
8:00 a.m. – 8:15 a.m.	Announcements	Education Committee
8:15 a.m. – 8:45 a.m.	Teejet Technology	
8:45 a.m. – 9:15 a.m.	Raven Technology	Greg Frazer, Canpro
9:15 a.m. – 10:00 a.m.	<b>Product Updates:</b> Dow AgroSciences Engage Agro	Mark Alberts, Dow AgroSciences Darrell Chambers, Engage Agro
10:00 a.m. – 10:15 a.m.	Coffee	
10:15 a.m. – 11:00 a.m.	Aerial Herbicide Applications	
11:30 am – 12:00 p.m.	Occupational Health and Safety Investigation Process & Working Alone	Sean McIntyre, Occupational Health and Safety Officer
12:00 p.m. – 1:00 p.m.	Lunch	
1:00 p.m. – 1:45 p.m.	Regaining Public Confidence	Don Hay, City of Calgary
1:45 p.m. – 3:00 p.m.	"Delivering Unpopular Messages: Don't just survive. Succeed!"	Lorne Fitch, Cows & Fish
3:00 p.m. – 3:15 p.m.	Coffee Break	
3:15 p.m. – 3:45 p.m.	Fieldman Showcase: Calgary Area Invasive Plants Intergovernmental Working Group	Tim Dietzler, Rockyview County
3:45 p.m. – 4:15 p.m.	Fieldman Showcase: "Chasing Efficiency. Weed Management Using GIS Technology."	Joel Gould, Strathcona County



*County of St Paul No 19*  
5015 ~ 49 Avenue, St. Paul, AB T0A 3A4  
[www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)

## Issue Summary Report

### 9.3 TOWN OF ST. PAUL - REQUEST FOR FUNDING FOR ACTION BUS#20111103012

**Meeting :** November 8, 2011

**Meeting Date :** 2011/11/08 10:00

#### **Background**

---

The Town of St. Paul is requesting \$10,000 to help offset the operating expenses for the Action Bus.

#### **Recommendation**

---

Motion to approve a \$10,000 grant for the St. Paul Action Bus,

#### **Additional Information**

---

**Originated By :** skitz

November 2<sup>nd</sup>, 2011

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

Attention: Sheila Kitz

Dear Sheila:

**RE: St. Paul Action Bus**

Every year the County supports our program with a monetary contribution of \$10,000.00. Therefore we are submitting this letter as an invoice for the \$10,000.00. Our invoice to this day is \$32,836.58 and the expenses are \$64,333.19.

Please let me know if you need any more information.

Thanks!

Yours truly



Ron O. Boisvert (CAO)

ROB/smh



*County of St Paul No 19*  
5015 - 49 Avenue, St. Paul, AB T0A 3A4  
[www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)

## Issue Summary Report

### 9.4 REQUEST FOR FUNDING FOR PROVINCIAL CHAMPIONSHIP

#20111102003

**Meeting :** November 8, 2011

**Meeting Date :** 2011/11/08 10:00

#### Background

---

Mallaig School is requesting funding to help offset the costs of send a Cross Country Team to the Provincial Championship in Medicine Hat on October 14 & 15, 2011.

#### Recommendation

---

Motion to approve a \$500 grant for the Mallaig School Cross Country team as per policy ADM-51.

#### Additional Information

---

**Originated By :** pcorbiere



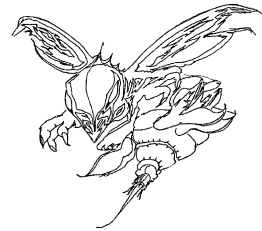
# École Mallaig School

PO Box 90 Mallaig, Alberta T0A 2K0

Telephone/Téléphone: (780) 635 – 3858

Fax/Télécopieur: (780) 635 – 3938

E-mail: mcs@sperd.net



## County of St. Paul No. 19

October 17, 2011

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

Re: Provincial Cross-Country Running Sponsorship

Dear Council Members:

The County of St. Paul No. 19 has, in the past, donated money to our school for Provincial Competitions which has been very much appreciated. We have again sent another team to a Provincial Championship this time for Senior High Cross-Country Running. We are requesting funding for this team if the County is still in a position to donate some funds to our school. The Provincial Running meet was held near Medicine Hat on October 15, 2011.

École Mallaig School serves the communities of Mallaig, St. Lina, Goodridge, Therien and St. Vincent. It is a dual track school from ECS to grade 12 with an enrolment of 254 students.

Your contribution would greatly assist our school's athletic program and would alleviate some of the financial implications of sending our teams to such elite competitions. Thank you very much for considering our request.

If you have any questions please do not hesitate to contact me at school (635-3858).

Sincerely,

Denis Jodoin  
Principal





*County of St Paul No 19*  
5015 - 49 Avenue, St. Paul, AB T0A 3A4  
[www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)

## Issue Summary Report

### 9.5 BYLAW NO. 1586 - ESTABLISH SUBDIVISION AUTHORITY

#20111103010

**Meeting :** November 8, 2011

**Meeting Date :** 2011/11/08 10:00

#### Background

---

Bylaw No 1586 is being presented to Council to establish the Subdivision Authority for the County and rescind Bylaw No. 1554.

The reason for the change to the Bylaw is to remove section 4, Term of Office. In the old bylaw, the term of office is for a one (1) year period and if the term is removed then Council will not have to reappoint the subdivision authority at each organizational meeting. It will be a standing appointment however Section 3 of the Bylaw allows Council to remove or reappoint another person to the Subdivision Authority position at any time.

Section 187 of the M.G.A. states that all Bylaws must have 3 distinct and separate readings.

#### Recommendation

---

Motion to give three readings to Bylaw No. 1586 to establish the Subdivision Authority for the County of St. Paul.

#### Additional Information

---

**Originated By :** skitz

COUNTY OF ST. PAUL NO. 19

BY-LAW NO. 1586

---

A By-law of the County of St. Paul No. 19 in the Province of Alberta to establish the Subdivision Authority of the County of St. Paul No. 19

---

WHEREAS Section 623 of the Municipal Government Act, S.A. 1994, as amended (“the Act”) requires that a Municipal Council must establish a Subdivision Authority by bylaw;

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

1. Name

1.1 This Bylaw may be cited as the “Subdivision Authority Bylaw”.

2. Definitions

The following words and phrases mean:

- 2.1 “Act” means the Municipal Government Act, R.S.A. 1994, Ch. M-26.
- 2.2 “Council” means the Reeve and Councillors of the County of St. Paul No. 19 for the time being elected pursuant to the provisions of the Act, whose term is unexpired, who have not resigned and who continue to be eligible to hold office as such under the term of the Act.
- 2.3 “Municipal Government Board” means the Board established under section 486 of the Act.
- 2.4 “Subdivision and Development Appeal Board” means the Board established to hear development and subdivision appeals pursuant to section 3 of the Subdivision and Development Appeal Board Bylaw.
- 2.5 “Subdivision Authority” means the persons established under section 3 of this bylaw to perform the functions of a Subdivision Authority under the Act.
- 2.6 “Regulations” means the Regulations proclaimed pursuant to the Act.

3. Establishment of Subdivision Authority

- 3.1 The Subdivision Authority of the County of St. Paul No. 19 is hereby established.
- 3.2 The Subdivision Authority shall consist of up to 2 persons appointed by resolution of the council.
- 3.3 If the appointed person shall die, retire or resign, another person may be appointed by resolution of the Council.
- 3.4 Council may remove the person from the position of Subdivision Authority by resolution at any time.

4. Fees and Expenses

- 4.1 The fees and applications to the Subdivision Authority for all manner of activities and approvals within the purview of the Subdivision Authority may be set by bylaw.

Bylaw No. 1586

Page 2

5. Responsibilities and Functions

- 5.1 The Subdivision Authority shall exercise those functions and powers within the County of St. Paul No. 19 as are described in the Act and the Regulations.
- 5.2 The Subdivision Authority may delegate any of its responsibilities as provided for under the Act or the Regulations, except for the responsibility to approve, approve subject to conditions, or refuse subdivision applications, to another person or company.
- 5.3 The Subdivision Authority shall ensure statutory notices and decisions are provided to such persons as the Act and the Regulations require.
- 5.4 The Subdivision Authority is not required to hold a hearing in considering an application for subdivision.
- 5.5 The Subdivision Authority shall have prepared an maintain a file for each application made to it, including a record of its decision, copies of which shall be available to the Chief Administrative Officer of the County of St. Paul No. 19 and the Council at their request at all times.
- 5.6. The Subdivision Authority may make rules as are necessary for the conduct of its business that are consistent with this Bylaw, the County of St. Paul No. 19 Land Use Bylaw, and the Act.
- 5.7 The Subdivision Authority must not approve an application for subdivision approval unless:
  - 5.7.1 The land that is proposed to be subdivided is, in the opinion of the Subdivision Authority, suitable for the purpose for which the subdivision is intended.
  - 5.7.2 The proposed subdivision conforms to the provisions of any statutory plan and, subject to section 6.8 of this bylaw, and Land Use Bylaw that affects the land proposed to be subdivided.
  - 5.7.3 The proposed subdivision complies with the Act and the Regulations, and
  - 5.7.4 All outstanding property taxes on the land proposed to be subdivided have been paid to the County of St. Paul No. 19 or arrangements satisfactory to the County of St. Paul No. 19 have been made for their payment pursuant to Part 10 of the Act.
- 5.8 The Subdivision Authority may approve an application for subdivision approval even though the proposed subdivision does not comply with the Land Use Bylaw of the County of St. Paul No. 19 if, in its opinion:
  - (a) The proposed subdivision would not:
    - (i) unduly interfere with the amenities of the neighborhood, or
    - (ii) materially interfere with or affect the use, enjoyment or value of neighboring parcels of land, and
  - (b) the proposed subdivision conforms with the use prescribed for that land in the Land Use Bylaw of the County of St. Paul No. 19.

Bylaw No. 1586  
Page 3

- 5.9     The Subdivision Authority may approve, approve subject to conditions, or refuse an application for subdivision approval.
  - 5.10    A decision of the Subdivision Authority must be given in writing to the applicant and to the Government departments, persons and local authorities to which the Subdivision Authority is required by the Regulations to give a copy of the application.
  - 5.11    A decision of the Subdivision Authority must state:
    - (a)     whether an appeal lies to the Subdivision and Development Appeal Board or to the Municipal Government Board, and
    - (b)     if an application for subdivision approval is refused, the reasons for the refusal.
  - 5.12    The power to extend the periods pursuant to Section 657(6) of the Act is delegated by the Council to the Subdivision Authority.
  - 5.13    The power to decide if any environmental reserve easement is to be applied to a parcel of land which is subject to a subdivision rather than an environmental reserve pursuant to Section 664(2) of the Act is delegated by the Council to the Subdivision Authority.
6.     Bylaw No. 1554 dated September 14, 2010 is hereby rescinded.

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

\_\_\_\_\_  
Reeve

\_\_\_\_\_  
Chief Administrative Office



*County of St Paul No 19*  
5015 ~ 49 Avenue, St. Paul, AB T0A 3A4  
[www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)

## Issue Summary Report

### 9.6 APPOINT KRYSTLE FEDORETZ AND DENNIS BERGHEIM AS SUBDIVISION AUTHORITY

#20111103011

Meeting : November 8, 2011

Meeting Date : 2011/11/08 10:00

#### Background

---

Further to the amendment to the Subdivision Authority Bylaw (no. 1586), we require a motion from Council to appoint Krystle Fedoretz as the Subdivision Authority for the County of St. Paul.

#### Recommendation

---

Motion to appoint Krystle Fedoretz as the Subdivision Authority for the County of St. Paul effective November 8, 2011.

#### Additional Information

---

Originated By : skitz



*County of St Paul No 19*  
5015 ~ 49 Avenue, St. Paul, AB T0A 3A4  
[www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)

## Issue Summary Report

### 9.7 COUNCIL VISIONING SESSION REPORT

#20111103016

**Meeting :** November 8, 2011

**Meeting Date :** 2011/11/08 10:00

#### Background

---

Following the Water Policy Council Visioning Session on October 13, 2011, Urban Systems has provided a report for Council to review and accept. It outlines the process that was used and the resulting Vision, Core Values, and Guiding Principles for the County . The report is attached.

#### Recommendation

---

That Council approve the Vision Statement, Core Values, and Guiding Principles as presented in the Urban Systems Report.

#### Additional Information

---

**Originated By :** Skitz



# REPORT

County of St. Paul

Water Policy

Council Visioning Session – Summary



This report is prepared for the sole use of County of St. Paul. No representations of any kind are made by Urban Systems Ltd. or its employees to any party with whom Urban Systems Ltd. does not have a contract.

3144.0005.01 / October 25, 2011

**URBANSYSTEMS.**

#200, 10345-105 Street, Edmonton AB  
T5J 1E8  
Telephone: 780-430-4041



## TABLE OF CONTENTS

1.0 THE PROCESS .....	1
2.0 CREATING THE VISION .....	2
3.0 CORE VALUES .....	3
4.0 GUIDING PRINCIPLES.....	4
5.0 NEXT STEPS .....	4

### APPENDICES

Appendix A - Presentation - County of St. Paul Council Visioning Session - October 13, 2011

Appendix B – County of St. Paul – Sustainable Priorities





### EXECUTIVE SUMMARY

The County of St. Paul is in the process of developing water policies to address the county's approach in providing water services to its residents, specifically in Ashmont and Lottie Lake. As part of this exercise, the Council attended a visioning workshop on October 13, 2011 to establish the vision for the county, identify core values and develop guiding principles that will inform the development of the policies. This memorandum summarizes Council's process for and results of the visioning session.



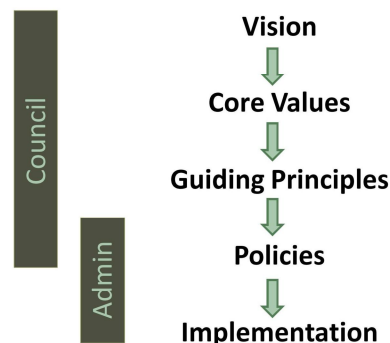


## 1.0 THE PROCESS

The Work Program submitted to the County in September 2011 outlined the process to develop the water policies and the implementation plan. Urban Systems reviewed this process with Council to begin the workshop:

- A) Council Visioning Session (current task)  
Council establishes the vision, core values and guiding principles for the County.
- B) Develop Water Policies  
Using the results of the visioning session, the water policy document will be prepared and presented to Council to be adopted.
- C) Determine Cost of Water  
The levels of service and user types will be defined and the cost of water will be determined for each user type.
- D) Public Communication and Consultation  
Council will share the vision, core values and guiding principles with public, as well as gather their feedback on policies, levels of service and cost of water.
- E) Develop Implementation Plan  
Based on the policies, cost of water and public feedback, a plan will be prepared to assist Administration in implementing the policies.

## The Process



On October 13, 2011, Council participated in a workshop to establish their vision, core values and guiding principles. The following sections outline the process and results of this visioning session.





## 2.0 CREATING THE VISION

After the introduction and reviewing the goals of the workshop, the council started the visioning session. They were asked to think about questions such as:

- How do the residents describe their community in 30 years?
- What will the County of St. Paul represent?
- What is your legacy for future generation?

Copies of the County's "Sustainable Priorities" were distributed and reviewed by Council. Council was asked to reflect on how these priorities would shape the future of the county and discuss some of the highlights of these priorities. Some of these highlights include:

- Mixed use and balance
- Working towards common goals
- Diversified economy that includes both agriculture and oil industries
- Sustainable environment that supports the quality and quantity of agricultural land
- Striving for higher standard of life
- Retention of local residents
- Partnership and collaborative approaches
- Enhancement and betterment of services provided to residents



The council was then divided into three teams with the task of writing a vision statement. The teams spent 15 minutes and each came up with the vision statement:

### Team 1:

The County of St. Paul is where people, land, water and natural resources come together for the benefit of all.

### Team 2:

The County of St. Paul is a community that embraces total character with diverse economies providing residents with food quality of life through health care, recreation and schools.

- Honoring people for who they are
- Meeting the needs of the community

### Team 3:

The County of St. Paul is committed to continue to enhance the quality of life of its diverse population while maintaining rural characteristics in balance with industrial growth.

There are few common themes that are reflected in all three statements:

- Quality of life



- Balance of rural character with industry
- The notion of community/people
- Recognising diverse population

After reviewing the common themes and discussion around three statements, Council created the County of St. Paul Vision Statement.

## The VISION:

THE COUNTY OF ST. PAUL IS A VIBRANT COMMUNITY WHICH VALUES A HIGH QUALITY OF LIFE, BALANCING OUR RURAL HERITAGE WITH A DIVERSE ECONOMY.

## 3.0 CORE VALUES

After creating the vision, the Council proceeded with defining their core values. These values must stand the test of time and will not change, even if the circumstances change in future.

The group discussed some of their values and how they will shape their guiding principles.

These values included:

- Balance
- Respect
- Fairness
- Integrity
- Accountability
- Democracy
- Collaboration
- Preservation

- Education
- Service/Serving
- Fertility

Each participant was then asked to write down 5 of the above values as their selected core values. The result of this exercise is reflected in the table below:

VALUES	NUMBER OF VOTES
Balance	6
Respect	7
Fairness	4
Integrity	6
Accountability	8
Democracy	4
Collaboration	2
Preservation	3
Education	1
Service/Serving	5
Fertility	1

Based on the result of the voting exercise, the County of St. Paul Core Values are:

## CORE VALUES:

- BALANCE
- RESPECT
- FAIRNESS
- INTEGRITY
- ACCOUNTABILITY
- SERVICE/SERVING



### 4.0 GUIDING PRINCIPLES

The guiding principles are defined by the core values and will guide the county's actions to achieve its vision. They set the framework for the policies and their implementation.

The Council agreed on the following as their guiding principles:

- 1) Balance the rural character of the County with regional vitality, orderly growth and diversified economic opportunities.
- 2) Promote environmental stewardship and conservation of natural resources.
- 3) Foster innovation and research to improve the community.
- 4) Seek collaborative approaches for effective service delivery and quality of life improvement.
- 5) Achieve operating cost reductions and operations stability over time to provide affordable services to residents.

### 5.0 NEXT STEPS

After reviewing the summary report, the council will decide whether to officially adopt the above as the County's vision, core values and guiding principles. Following the official approval, the results of this exercise can be shared with the

residents through a newsletter, information on the County website, and any other mode deemed useful. Urban Systems will prepare the material for public information as stated in the work program.



Moving forward, Urban Systems will use the approved guiding principles to develop water policies. These policies will be submitted to the County by November 18, 2011 for their review and discussion.






# APPENDIX A

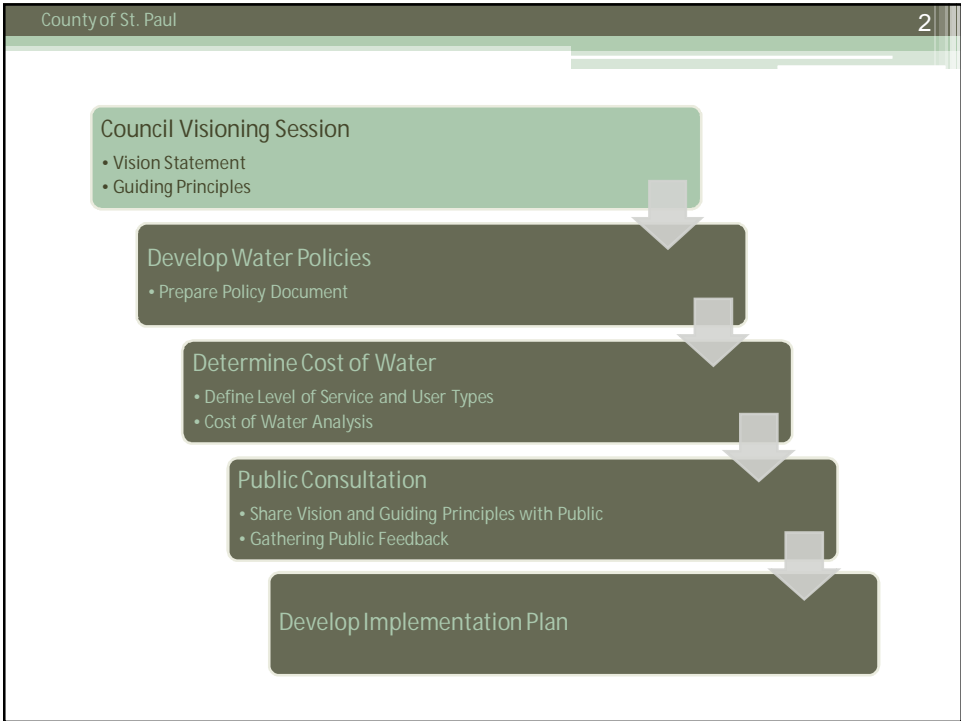
Presentation  
County of St. Paul Council Visioning Session  
October 13, 2011



# County of St. Paul Council Visioning Session

October 13, 2011





County of St. Paul3

In today's session we will:

- Discuss how the vision, values and guiding principles impact the policies
- Discuss County's Vision for future
- Create a Vision Statement for the County
- Define the core values that are reflected in the Vision
- Develop the guiding principles resulting from the Vision and the core values
- Outline the next steps

County of St. Paul4

The Process

```
graph TD; Council[Council]; Admin[Admin]; Vision[Vision] --> CV[Core Values]; CV --> GP[Guiding Principles]; GP --> Policies[Policies]; Policies --> Implementation[Implementation];
```

The diagram illustrates the process flow for visioning. On the left, two vertical bars represent the 'Council' and 'Admin' entities. To their right, a vertical sequence of steps is connected by downward-pointing arrows: Vision, Core Values, Guiding Principles, Policies, and Implementation.




County of St. Paul5

## The Vision

In 30 years....

- How do the residents describe their community?
- What does the County of St. Paul represent?
- What is your legacy?



County of St. Paul6

## Creating the Vision


- Rural character
- Sustainable environment that supports the quality and quantity of agricultural land
- Vibrant agricultural industry
- Partnership and collaborative approaches
- Enhancement and betterment of services provided to residents
- Foster innovation and research



County of St. Paul7

Core Values


- They must stand the test of time
- They do not change even if the circumstances change
- They are reflected in your Vision
- They set the framework for the guiding principles



County of St. Paul8

Core Values


- Sustainability
  - Agricultural Economy
  - Preserving land and conservation
- Collaboration
- Diversity
- Innovation
- Fairness
- Respect
- Efficiency
- Quality
- Service



County of St. Paul9

Guiding Principles

- They are defined by your values
- They guide your actions to achieve your Vision
- They set the framework for the policies and their implementation



County of St. Paul10


Guiding Principles

1. Preserve the rural character of the County
2. Ensure environmental stewardship and conservation of natural resources
3. Promote regional vitality, orderly growth and diversified economic opportunities that are compatible with rural environment
4. Seek collaborative approaches for effective service delivery and quality of life improvement
5. Foster innovation and research to improve the agricultural industry
6. Achieve operating cost reductions and operations stability over time to provide affordable services to residents

County of St. Paul11

Next Steps

- Compile the results of the session and prepare a summary report
- Develop Water Policies based on the guiding principles
- Review the Water Policy document with Council and Administration





# APPENDIX B

County of St. Paul  
Sustainable Priorities

### 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 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



*County of St Paul No 19*  
5015 ~ 49 Avenue, St. Paul, AB T0A 3A4  
[www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)

## Issue Summary Report

### 9.8 TAX CANCELLATION

**#20111103022**

**Meeting :** November 8, 2011

**Meeting Date :** 2011/11/08 10:00

#### Background

---

The tax department is requesting to cancel \$1,765.77 in back taxes owing on SE 5-56-9-W4, which is Crown land. Normally Crown land is exempt from property taxes, however there here was a miscellaneous permit held by an individual who had squatting rights, and he put up building on this property. The individual is now deceased and there is no longer a permit on the property. The tax department spoke with sustainable resources on November 3, 2011 and they have advised that the buildings will be torn down and the property will revert to vacant crown property, which means it will be exempt from taxation.

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

#### Recommendation

---

Motion to cancel the property taxes on SE 5-56-9-W4 as there is no recourse to collect them.

#### Additional Information

---

**Originated By :** pcorbiere



*County of St Paul No 19*  
5015 - 49 Avenue, St. Paul, AB T0A 3A4  
[www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)

## Issue Summary Report

### 9.9 GRAVEL PIT FEES

#20111102001

**Meeting :** November 8, 2011

**Meeting Date :** 2011/11/08 10:00

#### Background

---

At the February, 2011 Public Works Meeting, Council discussed the rate that the County currently pays for pit fees, which is \$1.50 per cubic yard. Council discussed the rates paid by neighboring municipalities as well as private industry.

#### Recommendation

---

Motion to increase the pit fees from \$1.50 to \$2.50 per cubic yard effective October 1, 2011.

#### Additional Information

---

**Originated By :** Idemoissac





*County of St Paul No 19*  
5015 ~ 49 Avenue, St. Paul, AB T0A 3A4  
[www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)

## Issue Summary Report

### 9.10 SAND AND GRAVEL AGREEMENT

**#20111005019**

**Meeting :** November 8, 2011

**Meeting Date :** 2011/11/08 10:00

#### Background

---

A three-year Sand and Gravel Agreement with Arthur and Carol Gibbs for SW 36-62-11-W4 commencing October 19, 2011 is being presented to Council for discussion and approval.

#### Recommendation

---

Motion to approve the three year Sand and Gravel Agreement with Arthur and Carol Gibbs for the SW 36-62-11-W4 effective October 19, 2011.

#### Additional Information

---

**Originated By :** pcorbiere



*County of St Paul No 19*  
5015 - 49 Avenue, St. Paul, AB T0A 3A4  
[www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)

## Issue Summary Report

### 9.11 ROAD CONSTRUCTION EASEMENTS

#20111103019

Meeting : November 8, 2011

Meeting Date : 2011/11/08 10:00

#### Background

---

Listed below are easements with various landowners required to purchase the necessary property to register roads that were built some time ago but not registered. This is more of the ongoing project that was started some time ago

Donald & Lilian Demchuk	NE 34-56-8-W4
Edwin, Gunhild & Arne Nelson	SE 34-56-8-W4
Sheila Parks	SE 34-56-8-W4

#### Recommendation

---

Motion to approve the following easements to purchase the property required to correctly register the existing road:

Donald & Lilian Demchuk	NE 34-56-8-W4
Edwin, Gunhild & Arne Nelson	SE 34-56-8-W4
Sheila Parks	SE 34-56-8-W4

#### Additional Information

---

Originated By : pcorbiere



*County of St Paul No 19*  
5015 ~ 49 Avenue, St. Paul, AB T0A 3A4  
[www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)

## Issue Summary Report

### 9.12 PAVING PATCHES IN HAMLET OF ASHMONT AND HAMLET OF MALLAIG #20111102004

**Meeting :** November 8, 2011

**Meeting Date :** 2011/11/08 10:00

#### Background

---

As per the discussions at the August 23, 2011 Council Meeting, we require a motion from Council to ratify paving patches in the Hamlets of Ashmont and Mallaig by Blue Star Paving.

#### Recommendation

---

Motion to ratify the paving patches in the Hamlet of Ashmont and Mallaig by Blue Star Paving at a cost of \$24,150.

#### Additional Information

---

**Originated By :** skitz



*County of St Paul No 19*  
5015 - 49 Avenue, St. Paul, AB T0A 3A4  
[www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)

## Issue Summary Report

### 9.13 PAYROLL REQUEST FROM MALLAIG MINOR HOCKY

#20111102005

Meeting : November 8, 2011

Meeting Date : 2011/11/08 10:00

#### Background

---

The request from Mallaig Minor Hockey for assistance with their caretaker was presented at the Public Works Meeting. Council agreed to enter into a Payroll Services Agreement, however they are requesting that Council consider paying the employer deductions, which would amount to approximately \$500 per month for the period of October to March. The caretaker is a seasonal County employee who works at the Parks during the summer months.

#### Recommendation

---

As per Council's wishes.

#### Additional Information

---

Originated By : pcorbiere

## Appendix 1 for 9.13: Payroll Request - Mallaig Minor Hockey

Dear County Councillors

On behalf of Mallaig Minor Hockey we have a request for our caretaker. We understand that Richard works for the county during the summer months and as a seasonal worker it would be to his and our benefit to extend his position on your payroll while working at the arena in the winter months. It is very important for us to try and keep him around because it is very hard to find people in seasonal positions especially in this economy. We would pay for the wages that we have agreed upon of \$3750.00, if possible, it would be greatly appreciated if you would consider contributing the employer deductions as part of your continued support to our community. The total of the deductions come out to about \$500.00. Financially are situation is not ideal therefore any financial support would make a great impact to our community. Thank you for your time in considering this request.

Mallaig Minor Hockey

President

Rod Hebert



*County of St Paul No 19*  
5015 ~ 49 Avenue, St. Paul, AB T0A 3A4  
[www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)

## Issue Summary Report

### 9.14 DUMPING STATION FOR HAMLET OF MALLAIG

#20111103014

**Meeting :** November 8, 2011

**Meeting Date :** 2011/11/08 10:00

#### Background

---

We have received a quote of approximately \$4,000 for a 2000 gal holding tank and collars, depending on how many collars we need. This price is from Car-Ouells in St. Paul. The other costs associated with a new dumping station are dirt work and gravel which will cost approximately \$10,000.

If Council agrees to proceed with this project, the adjacent landowners will have to be notified. If there are no objections, we will be able to proceed with the project two weeks after notifying the landowners, weather permitting.

#### Recommendation

---

Council to decide if they want to proceed with installing a dumping station for the Hamlet of Mallaig.

#### Additional Information

---

**Originated By :** skitz



*County of St Paul No 19*  
5015 ~ 49 Avenue, St. Paul, AB T0A 3A4  
[www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)

## Issue Summary Report

**9.15 BYLAW NO. 1587 - REZONE P S 1/2 NE 1-58-9-W4**

**#20111104011**

**Meeting :** November 8, 2011

**Meeting Date :** 2011/11/08 10:00

### Background

---

Bylaw No. 1587 is being presented to Council to Amend the Land Use Bylaw as it relates to rezoning the S 1/2 NE 1-58-9-W4 from Agricultural to Country Residential 1.

The landowner wishes to subdivide the property into 2 acreages.

After first reading, the Bylaw must be advertised according to Section 606 of the M.G.A. and a public hearing held according to Section 230 of the M.G.A.

The adjacent landowners will also be notified of the proposed rezoning.

### Recommendation

---

Motion to give 1st reading to Bylaw No. 1587.

### Additional Information

---

**Originated By :** kfedoretz

THE COUNTY OF ST. PAUL NO. 19  
LAND USE BYLAW

TO THE COUNCIL OF THE COUNTY OF ST. PAUL  
APPLICATION FOR AMENDMENT TO THE LAND USE BYLAW NO. 1486

I/We make application to amend the Land Use Bylaw.

Applicant: Name Prachin Sumsri Telephone No. 780-645-3399  
Address Box 1987 St. Paul, AB T0A 3A0

Registered Owner of Land:

Name ERNEST BOULANGER Telephone No. 780-645-7198  
Address Box 1291 St. Paul, AB T0A 3A0  
(If different from Applicant)

Description of Land: Parcel/Lot \_\_\_\_\_ Block \_\_\_\_\_ Registered Plan \_\_\_\_\_  
or as described on Certificate of Title No. \_\_\_\_\_ Section S 1/2 P1E. 1  
Twp. 58 Range 9 West of the 4<sup>th</sup> Meridian.

Situated within the AGRICULTURAL Land Use District.

Amendment applied for:

From the following designated permitted Land Use(s).

AGRICULTURAL

To CR1 Land Use.

Reasons in support of this Application:

OWNER WISHES TO SUBMIT 2 PERMITS.

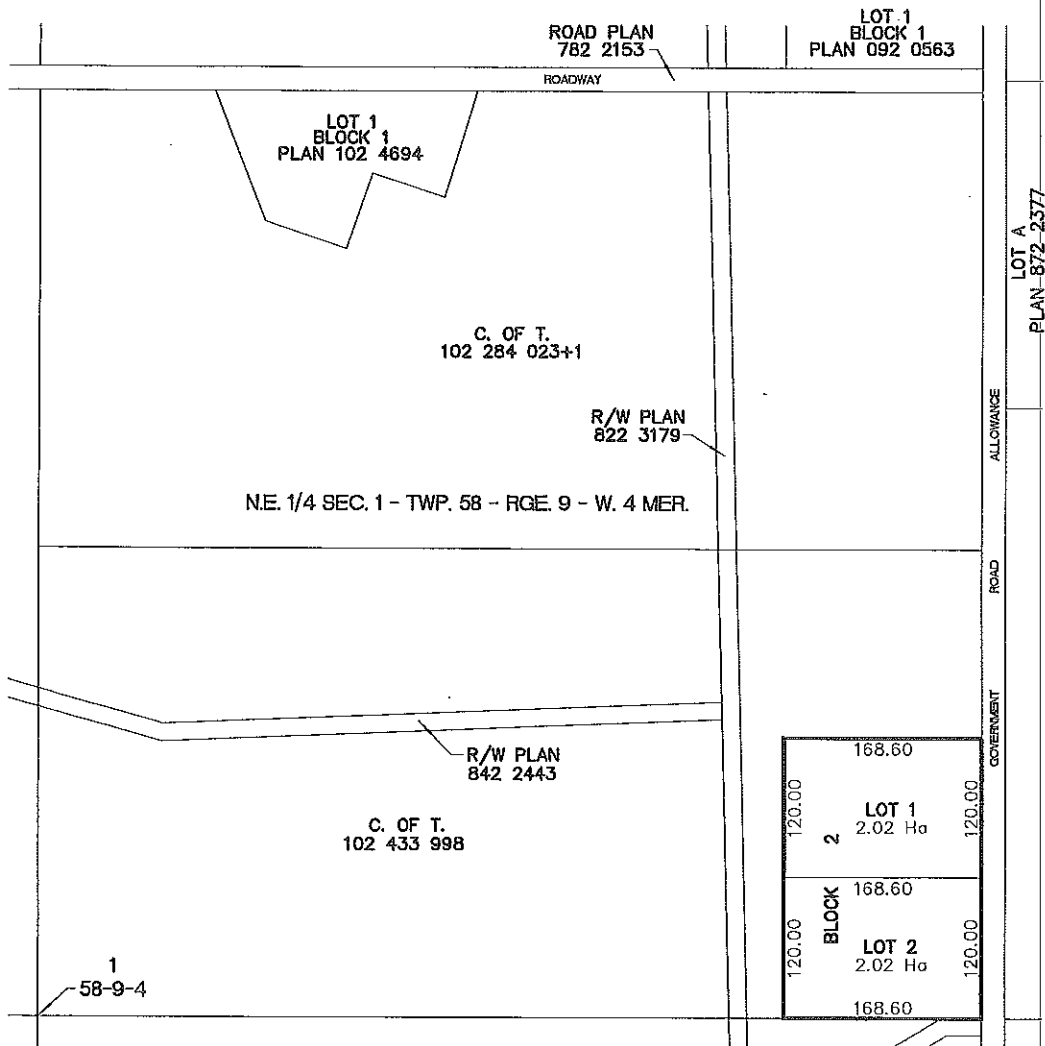
I/We enclose \$350.00 being the Application Fee.

Date Nov. 4, 2011

[Signature]  
Signature of Applicant or Registered Owner



**TENTATIVE PLAN  
SHOWING PROPOSED SUBDIVISION OF PART OF  
S.1/2 OF NE. 1-58-9-4  
COUNTY OF ST. PAUL NO. 19, ALBERTA**



SCALE 1:5000

**RACHYNSKI LAND SURVEYS(1998) LTD.**

BOX 1987, ST. PAUL, AB.  
645-3399  
SP-588-11



*County of St Paul No 19*  
5015 ~ 49 Avenue, St. Paul, AB T0A 3A4  
[www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)

## Issue Summary Report

### 9.16 BYLAW NO. 1585 - REZONE LOT 1, PLAN 0021514

#20111103004

Meeting : November 8, 2011

Meeting Date : 2011/11/08 10:00

#### Background

---

Bylaw No. 1585 is being presented to Council to Amend the Land Use Bylaw as it relates to rezoning the Lot 1, Plan 0021514 in SE 1-58-10-W4 from Urban Expansion to Country Residential 2.

The landowner wishes to subdivide the existing 4.04 ha (9.98 acres) parcel into 2 equal parcels to allow for country residential development.

After first reading, the Bylaw must be advertised according to Section 606 of the M.G.A. and a public hearing held according to Section 230 of the M.G.A.

The adjacent landowners will also be notified of the proposed rezoning.

#### Recommendation

---

Motion to give 1st reading to Bylaw No. 1585.

#### Additional Information

---

Originated By : kfedoretz

COUNTY OF ST. PAUL NO. 19

BY-LAW NO. 1585

A By-law of the County of St. Paul No. 19 in the Province of Alberta to amend the Land Use Bylaw No. 1486.

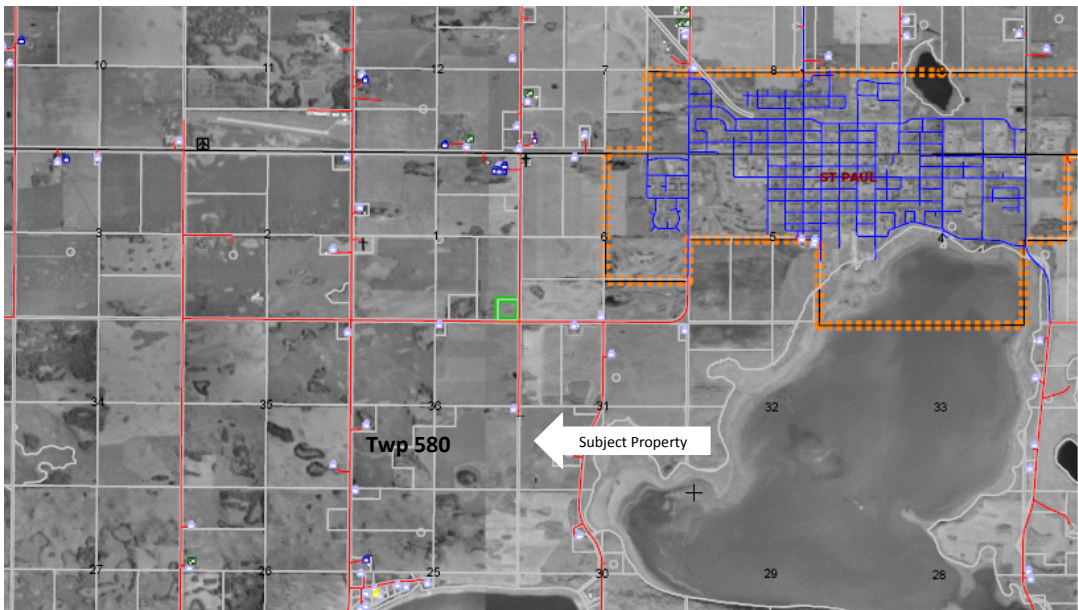
**WHEREAS**, it is deemed expedient to amend the Land Use Bylaw of the County of St. Paul No. 19 as set out in the Municipal Government Act, 2000 as amended.

**NOW, THEREFORE**, under the authority and subject to the provisions of the Municipal Government Act, 2000, as amended, and by virtue of all other powers it enabling, the Council of the County of St. Paul No. 19, hereby assembled, enacts as follows:

1. Bylaw No. 1486, Land Use District Map is hereby amended as follows:

FROM: Urban Expansion to Country Residential 2

FOR: Lot 1, Plan 0021514 in SE 1-58-10-W4



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

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

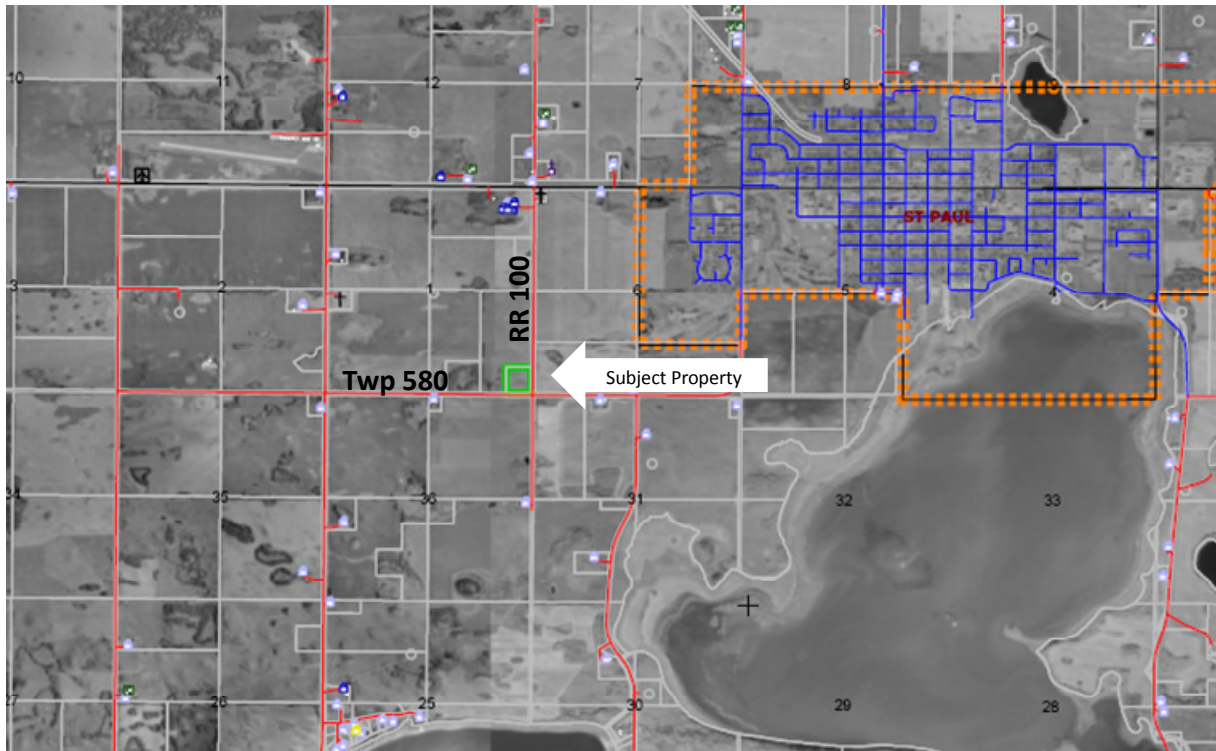
Read a second time in Council this            day of            , A.D. 2011.

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

\_\_\_\_\_  
Reeve

\_\_\_\_\_  
Chief Administrative Officer

## Figure 2.0 General Location



## Figure 1.0 Subject Property





*County of St Paul No 19*  
5015 ~ 49 Avenue, St. Paul, AB T0A 3A4  
[www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)

## Issue Summary Report

### 9.17 APPROACH FOR PSW 30-60-9-W4

#20111103013

**Meeting :** November 8, 2011

**Meeting Date :** 2011/11/08 10:00

#### Background

---

The County of St. Paul is purchasing +/- 8acres in SW 30-60-9-W4 to build a new fire hall in the hamlet of Mallaig. The existing approach will be used as an access for the 8 acre parcel; therefore, an additional approach will be required for the balance of the property.

Council to consider providing an approach to the remnant parcel on Pt. SW 30-60-9-W4M.

#### 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](http://www.county.stpaul.ab.ca)

## Issue Summary Report

### 9.18 BYLAW NO. 1573 - LEASE OF LOT 28ER, BLOCK 2, PLAN 8023110

#20111103015

Meeting : November 8, 2011

Meeting Date : 2011/11/08 10:00

#### Background

---

In June Council passed Bylaw No. 1373 which authorizes Mr. Gordon Scott and his heirs to lease Lot 28ER, Block 2, Plan 8023110. A copy of the bylaw and the lease agreement is attached.

Betty Andrichuk, Mr. Scott's daughter, has been in contact with Krystle Fedoretz and she is asking for the wording of the lease agreement to be changed so as to reflect what is in the bylaw.

These are the Issues that Mrs. Andrichuk has with the wording in the lease agreement:

- 1) We are not asking for a variance of bylaw 1573, we were asking for the wording of the lease agreement to be changed so as to reflect what is in the bylaw. The lease in its present wording makes the area remaining for camping & parking non-existent. Maybe that is the intent
- 2) The lease agreement wording in its present state leaves our family with approximately 20 by 20 foot area in the center of the lot to park on due to side yard restrictions and trees. The Lot is only 66ft x 86ft x 99ft x 66ft over half of which is treed (side yard restrictions 25ft x 20ft x 20ft x 25ft)
- 3) Restrictions outlined in the lease do not allow the use of the driveway.

Krystle Fedoretz will be in to discuss this item with Council.

#### Recommendation

---

As per Council's wishes.

#### Additional Information

---

Originated By : kfedoretz

THIS INDENTURE made in duplicate this \_\_\_\_\_ day of \_\_\_\_\_ A.D., **2011**

Between:

**THE COUNTY OF ST. PAUL NO. 19**

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

- and -

**Gordon Scott**

(hereinafter called the "Lessee")

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

**Lot 28ER Block 2 Plan 8023220**

containing **647.5 square meters** more or less, Reserving unto her Majesty, all mines and minerals (the "Lands"), for the space of 5 months, commencing the first day of **August, 2011**, at the prorated rate of **\$62.50** for **2011** and for the space of a further **(2) years**, commencing the first day of **January, 2012** expiring **December 31, 2013**, at the yearly rental of **\$150.00** Dollars, payable in advance. The total fee payable for this lease is **\$362.50**.

THE LESSEE covenants and agrees with the Lessor as follows:

1. That the Lessee will not without written consent or approval of the Lessor assign or sublet any part of the Lands or premises.
2. That the Lessee agrees to utilize the Lands for personal recreational use only: \_\_\_ Grazing Lease; \_\_\_ Cultivation Lease; X Other (Specify) recreation (Select One)
3. That this Lease is granted subject to the right of sale of the Lands by the Lessor or cancellation of the Lease by the Lessor at any time during the term hereby granted, provided:
  - a) if such a sale or cancellation is made before April 1<sup>st</sup>, notice thereof shall be forthwith given to the Lessee in writing and thereupon this Lease shall be cancelled and be at an end, and the Lessee agrees to surrender this Lease for cancellation and forthwith give up the quiet and peaceful possession of the said Lands to the Lessor or its agents.
  - b) If the Lands are sold or this Lease is cancelled, after April 1<sup>st</sup>, during the currency of the Lease, and notice thereof be given as aforesaid, then the Lessee agrees to give up the quiet and peaceful possession of the said Lands.

- c) that all compensation and payment paid by an oil or gas or exploration or utility company whatever, or similar company, for compensation or payment of or for right of way rights, usage rights, easement rights, damage claims, damages in lieu of crop damage or any other or other similar compensation for payment for claim whatever small belong to the County of St. Paul No. 19 absolutely without recourse or indemnity by the County to the Lessee herein. The Lessor further reserves the right to reduce the area being rented herein to accommodate or complete any agreements with any of the said companies for the above purposes without reduction of the rental herein.
  - d) that the Lessee will indemnify and save harmless the Lessor from and against all actions and claims for damage arising from use of the Lands under this Lease.
  - e) shall maintain the Lands in good condition and repair and shall be responsible to control weeds on and control excessive dust from the Lands.
  - f) shall at all times during the continuance of the Term hereby demised, keep, and at the expiry or termination thereof, yield the Lands, in a good and clean condition.
  - g) shall use the Lands for the permitted use and for no other use whatsoever.
4. The Lessee shall have the right to post the Lands to prohibit trespassing.
5. The Lessee shall, at its own expense, provide and maintain in force during the Term hereof comprehensive general public liability insurance (the "Liability Insurance") covering personal and bodily injury, death, and property damage on an occurrence basis with respect to the activities of the Lessee or its employees, invitees, or patrons carried on, in or from the Lands of not less than \$2 MILLION (\$2,000,000.00) or for such greater amount as the Lessor may reasonably require. The Lessee shall, within 30 days of the date of such request, provide to the Lessor a certified copy of the required insurance policy.
6. The Liability Insurance shall:
- a) name the Lessor as an insured;
  - b) be in a form satisfactory to the Lessor; and
  - c) waive any right to make claims against the Lessor to recover any amounts paid by the insurer.
7. The Lessee shall immediately advise the Lessor, and promptly thereafter by written notice confirm such advice to the Lessor, of any accident to or defect of or any damage or injury which has occurred to or on the Lands, or any part thereof, or howsoever caused, provided that nothing herein shall be construed so as to require repairs to be made to the Lands by the Lessor, except as expressly provided in this Lease
8. Placement of any personal property of the Lessee must remain :



- a) 25 feet from the property line adjacent to Upper Mann Lake.
  - b) 20 feet from the side property lines.
  - c) 25 feet from the property line adjacent to Scott Drive.
9. The Lessee does hereby accept this Lease of the Lands, to be held by him as tenant and subject to the conditions, restrictions and covenants implied and set forth above
10. And the Lessor covenants and agrees with the Lessee as follows:
- a) The Lessee, so long as not in default under this Lease, shall have quiet enjoyment of the said Lands and premises; and 20 feet from the side property lines.
  - b) The Lessee may, if not in default hereunder, remove all improvements made or placed by him on the Lands at any time within one (1) month after the expiry, sale or cancellation of the lease as aforesaid. The Lessee shall in such removal do no damage to the Lands or shall promptly make good any damage which may be caused by the removal and restore them to their condition prior to such removal.

**THE LEASE** and all the covenants herein contained shall enure to the benefit of and be binding upon the parties thereto, their heirs, executors, administrators, and assigns, respectively.

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

**SIGNED, SEALED AND DELIVERED**

**COUNTY OF ST. PAUL NO. 19**

in the presence of:

\_\_\_\_\_  
Reeve

\_\_\_\_\_  
County Administrator

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Lessee

COUNTY OF ST. PAUL NO. 19

BY-LAW NO. 1573

A By-law of the County of St. Paul No. 19 in the province of Alberta, for the lease as well as a use not specified in Section 671(1) of the Municipal Government Act of Lot 28ER, Block 2, Plan 8023220.

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

**WHEREAS** this Bylaw has been prepared in accordance with section 676(1)(a)(c) of the Municipal Government Act, R.S.A. 2000 under the direction of the Council of the County of St. Paul No.19 allowing for the lease and private use for recreational purposes of the Environmental Reserve Lot28ER, Block 2, Plan 8023220; and

**WHEREAS** this Bylaw has been prepared in accordance with section 676(1)(a) of the Municipal Government Act, R.S.A. 2000 under the direction of the Council of the County of St. Paul No.19 allowing for the change in use of the Environmental Reserve Lot28ER, Block 2, Plan 8023220; and

**WHEREAS** this Bylaw has been prepared in accordance with Section 676(1)(c) of the Municipal Government Act, R.S.A. 2000, under the direction of the Council of the County of St. Paul No. 19 allowing for the lease of the Environmental Reserve Lot 28ER, Block 2, Plan 8023220 for no more than 3 years ; and

**WHEREAS** the lease is subject to all protocol as specified by the County of St. Paul Land Use Bylaw 1486 for the Country Residential (2) land use district as per the Land Use Bylaw 1486; and

**WHEREAS** no permanent structures shall be constructed on the property; and

**WHEREAS** all uses must remain 25’ from the property line of the lot adjacent to the water body; and

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

**WHEREAS** Gordon Scott shall pay the County of St. Paul No. 19 \$150 per year, for the duration of the three (3) year lease.

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

- 1. THAT the County of St. Paul No.19 Bylaw No. 1573 is hereby adopted.

Read a first time this 12<sup>th</sup> day of April, 2011.

Advertised the 31<sup>st</sup> day of May, A.D. 2011, and the 7<sup>th</sup> day of June, A.D. 2011 in the St. Paul Journal

Read a second this 14<sup>th</sup> of June, 2011.

Read a third time and finally passed this 14<sup>th</sup> day of June, 2011.

*(Original Signed by Reeve Upham)*

*(Original Signed by CAO S. Kitz)*

Reeve

Chief Administrative Officer



*County of St Paul No 19*  
5015 ~ 49 Avenue, St. Paul, AB T0A 3A4  
[www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)

## Issue Summary Report

### 9.19 BOAT LAUNCH FOR SANTE ESTATES

#20111103006

**Meeting :** November 8, 2011

**Meeting Date :** 2011/11/08 10:00

#### Background

---

Two years ago, the Department of Ocean's and Fisheries met with the developers of Sante Estates and advised them that the water level was too low to support a boat launch. The developers are now requesting an extension to their development agreement so they can have Ocean's and Fisheries out again to determine if the lake is up enough to support the proposed boat launch site.

#### Recommendation

---

As per Council's wishes.

#### Additional Information

---

**Originated By :** kfedoretz

## Appendix 1 for 9.19: Letter - Sante Estates Boat Launch

October 28, 2011

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

ATTN: Dennis Bergheim, Planning Officer

Re: Boat Launch for Sante Estates

Dear Dennis:

As you know, we had the Department of Ocean's and Fisheries out to examine the shoreline at the potential site of a Boat Launch in Sante Estates approximately two year's ago and at that time, we were advised the water level was too low to support a launch. We would like to ask the Council for an extension so that we can have the Dept. of Oceans and Fisheries out again this next Spring to give us a definite determination as to whether the lake is up enough at the proposed Boat Launch site to support a launch.

Thank you for your consideration.

Best Regards,

Bob Bunker  
Owner, Sante Estates



*County of St Paul No 19*  
5015 ~ 49 Avenue, St. Paul, AB T0A 3A4  
[www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)

## Issue Summary Report

### 9.20 ELK POINT CHAMBER OF COMMERCE CHRISTMAS EXTRAVAGANZA

#20111103023

**Meeting :** November 8, 2011

**Meeting Date :** 2011/11/08 10:00

#### Background

---

The Elk Point Chamber of Commerce will be holding their annual Christmas Extravaganza on Friday, November 25. They are looking for sponsorship for this event:

\$500 and Up - Platinum

\$300 and Up - Gold

\$200 and Up - Silver

\$100 and Up - Bronze

#### 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](http://www.county.stpaul.ab.ca)

## Issue Summary Report

### 9.21 REGIONAL COYOTE REDUCTION PROGRAM

#20111103003

**Meeting :** November 8, 2011

**Meeting Date :** 2011/11/08 10:00

#### Background

---

The County of Two Hills Agricultural Service Board is requesting if the County is interested in participating in a Regional Coyote Reduction Program to try to alleviate predation of farm livestock and lessen the effect of coyotes encroaching on residences. They feel that a regional program would benefit a much larger area of the NE Region and would eliminate the problem of coyotes being brought in from outside their boundaries.

The ASB does not have a meeting scheduled, therefore Dennis has requested that this be brought to Council. Dennis will be available to speak about this request.

#### Recommendation

---

As per Council's wishes.

#### Additional Information

---

**Originated By :** dbergheim



# COUNTY OF TWO HILLS NO. 21

P.O. Box 490, Two Hills, AB, T0B 4K0  
Telephone: (780) 657-3358 Fax: (780) 657-3504

October 13, 2011

Soren Odegard  
ASB Chairman  
County of Two Hills  
Box 490,  
Two Hills, AB T0B 4K0

Dear ASB Chairmen

The County of Two Hills Agricultural Service Board requested that I contact all ASB Chairmen in the N.E. Region to determine if there is sufficient interest for a Regional Coyote Reduction Program. It is felt that a Regional Program of this type would not only alleviate predation of farm livestock but also lessen the effect of coyotes encroaching on residences' where young children become vulnerable to these wild animals.

As you may be aware the County of Two Hills Agriculture Service Board ran a Coyote Reduction Incentive Program in December 2010 and in January, February, March and a portion of April 2011, coinciding with the extended livestock industry calving season. County residents were paid \$15.00 for each coyote brought to the ASB Office for verification and a total of 1299 coyotes were verified by our ASB Staff.

A significant decrease in the number of requests for 1080 coyote control poison, "Sodium Monoflouroacetate Predacide", was noted since the inception of this coyote reduction program.

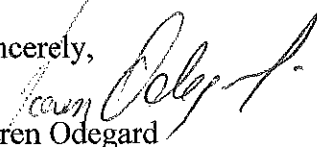
Although this program has been deemed to be a success in reducing coyote populations and predation during the livestock calving season, it is felt that a Regional Program would benefit a much larger area of the NE Region and would eliminate the problem of coyotes being brought in from outside our boundaries.

This Coyote Reduction Incentive Program is similar to the Coyote & Wolf Reduction Program already in place in the M.D. of Bonnyville. Our Board feels that a Regional and more concentrated approach is needed to have effective control of coyotes in our communities.

If you are interested in discussing the formation of a Regional Coyote Reduction Incentive Program please contact me at 780-632-8745 or email [sodegard@thcounty.ab.ca](mailto:sodegard@thcounty.ab.ca) If there is sufficient interest for such a program, we would be happy to host a meeting to discuss this issue.

If you have any further questions about the program, please contact Al Ropchan, Agricultural Fieldman at, 780-657-3358 or [aropchan@thcounty.ab.ca](mailto:aropchan@thcounty.ab.ca) .

Sincerely,



Soren Odegard  
Chairman, Agricultural Service Board



*County of St Paul No 19*  
5015 - 49 Avenue, St. Paul, AB T0A 3A4  
[www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)

## Issue Summary Report

### 9.22 MALLAIG CURLING CLUB - TEAM FOR FARMER'S SPIEL

#20111103024

**Meeting :** November 8, 2011

**Meeting Date :** 2011/11/08 10:00

#### Background

---

Further to the request presented to Council at the October Public Works meeting, we require a motion to sponsor one team for the Mallaig Farmer's Spiel which was held on November 3, 4, & 5. Registration for the spiel is \$160.

#### Recommendation

---

Motion that the County sponsor one team for the Mallaig farmer's Spiel for \$160.

#### Additional Information

---

**Originated By :** pcorbiere





*County of St Paul No 19*  
5015 ~ 49 Avenue, St. Paul, AB T0A 3A4  
[www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)

## Issue Summary Report

### 9.23 NOVEMBER PUBLIC WORKS MEETING

#20111104001

**Meeting :** November 8, 2011

**Meeting Date :** 2011/11/08 10:00

#### Background

---

The November Public works meeting conflicts with the AAMD&C Fall Convention.

#### Recommendation

---

Motion to cancel the November Public Works Meeting as the items will be discussed at the Strategic Planning Session on December 5 & 6.

#### Additional Information

---

**Originated By :** skitz



*County of St Paul No 19*  
5015 - 49 Avenue, St. Paul, AB T0A 3A4  
[www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)

## Issue Summary Report

### 9.24 DATES FOR REGULAR COUNCIL MEETINGS

#20111104002

**Meeting :** November 8, 2011

**Meeting Date :** 2011/11/08 10:00

#### Background

---

Section 193 of the MGA allows a Council to decide at a Council meeting at which all the councillors are present to hold regularly scheduled council meetings on specified dates, times and places.

#### Recommendation

---

Motion to schedule the Monthly Council meetings for the second Tuesday of each month starting at 10:00 a.m.

#### Additional Information

---

**Originated By :** skitz



*County of St Paul No 19*  
5015 ~ 49 Avenue, St. Paul, AB T0A 3A4  
[www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)

## Issue Summary Report

### 9.25 DATES FOR PUBLIC WORKS MEETINGS

#20111104003

**Meeting :** November 8, 2011

**Meeting Date :** 2011/11/08 10:00

#### Background

---

Pursuant to section 193 of the M.G.A. we require a motion from Council to schedule the dates for the regular monthly Public Works meetings for the fourth Tuesday of each month starting at 10:00 a.m

#### Recommendation

---

Motion to schedule the Public Works Meetings for the fourth Tuesday of each month starting at 10:00 a.m.

#### Additional Information

---

**Originated By :** skitz



*County of St Paul No 19*  
5015 ~ 49 Avenue, St. Paul, AB T0A 3A4  
[www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)

## Issue Summary Report

### 9.26 CHRISTMAS HOURS

#20111103027

Meeting : November 8, 2011

Meeting Date : 2011/11/08 10:00

#### Background

---

Further to Policy Per-30, Statutory and Other Declared Holidays, December 24th to 27th have been designated as Christmas holidays for 2011. The office will also be closed on January 2 in lieu of New Years Day.

#### Recommendation

---

Information.

#### Additional Information

---

Originated By : pcorbiere



*County of St Paul No 19*  
5015 ~ 49 Avenue, St. Paul, AB T0A 3A4  
[www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)

## Issue Summary Report

**9.27 IN CAMERA**

**#20111103021**

**Meeting :** November 8, 2011

**Meeting Date :** 2011/11/08 10:00

### **Background**

---

Items to be presented at the meeting.

### **Recommendation**

---

Motion to go in camera to discuss land issues.

### **Additional Information**

---

**Originated By :** skitz

## 12 Upcoming Meetings

- 12.1 NOV. 7 @ 7:00 P.M. - STRATEGIC PLAN PUBLIC MEETING - MALLAIG
- 12.2 NOV. 14 - STRATEGIC PLAN PUBLIC MEETING - ST. PAUL
- 12.3 NOV. 15 @ 7:00 P.M. - STRATEGIC PLAN PUBLIC MEETING - ELK POINT
- 12.4 NOV. 22-24 - AAMD&C FALL CONVENTION
- 12.5 NOV. 16 - 18 - FCSS CONVENTION
- 12.6 NOV. 29 - DEC. 1 - MUNICIPAL HEALTH & SAFETY CONFERENCE



*County of St Paul No 19*  
5015 - 49 Avenue, St. Paul, AB T0A 3A4  
[www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)

## Issue Summary Report

**12.1 NOV. 7 @ 7:00 P.M. - STRATEGIC PLAN PUBLIC MEETING -  
MALLAIG**

**#20111104005**

**Meeting :** November 8, 2011

**Meeting Date :** 2011/11/08 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](http://www.county.stpaul.ab.ca)

## Issue Summary Report

**12.2 NOV. 14 - STRATEGIC PLAN PUBLIC MEETING - ST. PAUL**

**#20111104006**

**Meeting :** November 8, 2011

**Meeting Date :** 2011/11/08 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](http://www.county.stpaul.ab.ca)

## Issue Summary Report

**12.3 NOV. 15 @ 7:00 P.M. - STRATEGIC PLAN PUBLIC MEETING -  
ELK POINT**

**#20111104007**

**Meeting :** November 8, 2011

**Meeting Date :** 2011/11/08 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](http://www.county.stpaul.ab.ca)

## Issue Summary Report

**12.4 NOV. 22-24 - AAMD&C FALL CONVENTION**

**#20111104008**

**Meeting :** November 8, 2011

**Meeting Date :** 2011/11/08 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](http://www.county.stpaul.ab.ca)

## Issue Summary Report

**12.5 NOV. 16 - 18 - FCSS CONVENTION**

**#20111104009**

**Meeting :** November 8, 2011

**Meeting Date :** 2011/11/08 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](http://www.county.stpaul.ab.ca)

## Issue Summary Report

**12.6 NOV. 29 - DEC. 1 - MUNICIPAL HEALTH & SAFETY  
CONFERENCE**

**#20111104010**

**Meeting :** November 8, 2011

**Meeting Date :** 2011/11/08 10:00

### **Additional Information**

---

**Originated By :** pcorbiere

# 13 Financial

- 13.1 COUNCIL FEES
- 13.2 LISTING OF ACCOUNTS PAYABLE
- 13.3 BUDGET TO ACTUAL



*County of St Paul No 19*  
5015 ~ 49 Avenue, St. Paul, AB T0A 3A4  
[www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)

## Issue Summary Report

### 13.1 COUNCIL FEES

**#20111103007**

**Meeting :** November 8, 2011

**Meeting Date :** 2011/11/08 10:00

#### Recommendation

---

Motion to approve the Council fees for the month ending October 31, 2011 as circulated.

#### Additional Information

---

**Originated By :** tmahdiuk



*County of St Paul No 19*  
5015 ~ 49 Avenue, St. Paul, AB T0A 3A4  
[www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)

## Issue Summary Report

### 13.2 LISTING OF ACCOUNTS PAYABLE

#20111103008

Meeting : November 8, 2011

Meeting Date : 2011/11/08 10:00

#### Background

---

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

<u>Batch</u>	<u>Cheque Nos.</u>	<u>Batch Amount</u>
15559	13232-13288	\$250,684.62
15579	13289-13395	\$624,978.30

#### Recommendation

---

Motion to file as information.

#### Additional Information

---

Originated By : pcorbiere



*County of St Paul No 19*  
5015 ~ 49 Avenue, St. Paul, AB T0A 3A4  
[www.county.stpaul.ab.ca](http://www.county.stpaul.ab.ca)

## Issue Summary Report

### 13.3 BUDGET TO ACTUAL

#20111103009

Meeting : November 8, 2011

Meeting Date : 2011/11/08 10:00

#### Background

---

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

#### Recommendation

---

Motion to file the budget to actual as information.

#### Additional Information

---

Originated By : skitz