



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

January 10, 2012

Tuesday, January 10, 2012

Start time 10:00 AM

AGENDA

1. **CALL TO ORDER**
2. **MINUTES**
 - 2.1 **DECEMBER 13, 2011 COUNCIL MEETING (2011/12/13)**
3. **BANK RECONCILIATION**
4. **ADDITIONS TO AGENDA AND ACCEPTANCE OF AGENDA**
5. **BUSINESS ARISING FROM MINUTES**
 - 5.1 **QUOTES FOR MOTOR GRADERS AND ROCK TRUCK**
 - 5.2 **AGREEMENT WITH FROG LAKE MINOR SPORTS**
 - 5.3 **BYLAW NO. 1590**
6. **DELEGATION**
7. **NEW BUSINESS**
 - 7.1 **HEAVY OIL ISSUES**
 - 7.2 **2012 LAND LEASES**
 - 7.3 **2011 STRATEGIC PLAN - FINAL COPY**
 - 7.4 **2012 STRATEGIC PLAN**
 - 7.5 **2012 SALARY APPROVAL**
 - 7.6 **REQUEST FOR SUPPORT - ST. PAUL FARMERETTES**
 - 7.7 **REQUEST FOR FUNDING FOR 2012 WINTER GAMES**
 - 7.8 **DISASTER SOCIAL SERVICES TRAINING SESSION**
 - 7.9 **HEINSBURG AND STAROSIELSKI CEMETERIES**
 - 7.10 **PROFESSIONAL MINUTE TAKING WORKSHOP**
 - 7.11 **REQUEST TO PURCHASE COUNTY OWNED LOT - ST. LINA**
 - 7.12 **ST. PAUL JUNIOR CURLING ASSOCIATION**
 - 7.13 **VETERAN'S MEMORIAL HIGHWAY ASSOCIATION**
 - 7.14 **WRITE-OFF OF ACCOUNTS RECEIVABLE**

7.15 **MUTUAL FIRE AID AGREEMENT - CNTY OF VERMILLION RIVER**

7.16 **REQUEST FOR FUNDING - RHINOS CLUB VOLLEYBALL**

7.17 **SCOPE CHANGE - ASHMONT WTP**

7.18 **POLICY - GUARANTEE FOR GRADER OPERATORS**

7.19 **NADC - LEADING THE NORTH CONFERENCE**

7.20 **ST. LINA 100TH ANNIVERSARY CELEBRATION**

7.21 -

7.22 -

7.23 -

8. CORRESPONDENCE

9. REPORTS

9.1 **CAO REPORT**

9.2 **REPORTS**

9.3 **JOINT HEALTH & SAFETY COMMITTEE MINUTES**

10. UPCOMING MEETINGS

10.1 **JAN. 12 - 4:30-6:00 P.M. - ELK POINT IDP OPEN HOUSE**

10.2 **JAN. 13 - AAMD&C ZONE MEETING IN LAMONT**

10.3 **JAN. 16 - 10:00 A.M. - MEETING WITH S.V. OF HORSESHOE BAY**

10.4 **JAN. 19 - 6:00 P.M. - ELK POINT IDP JOINT COUNCIL BRIEFING - EMPRESS RESTAURANT**

10.5 **JAN. 24 - 10:00 A.M. - PUBLIC WORKS**

10.6 **JAN. 31 TO FEB. 3 - PROVINCIAL ASB CONFERENCE - ROOMS ARE BOOKED NEED TO CONFIRM WHO IS ATTENDING**

11. FINANCIAL

11.1 **COUNCIL FEES**

11.2 **LISTING OF ACCOUNTS PAYABLE**

11.3 **BUDGET TO ACTUAL**

12. ADJOURNMENT

AGENDA REVISIONS

- Mutual Fire Aid Agreement - Dennis Bergheim

2. Minutes

2.1 DECEMBER 13, 2011 COUNCIL MEETING
(2011/12/13)



December 13, 2011 Council Meeting

Start time : 10:00 AM

MINUTES

CALL TO ORDER

The 500th meeting of the Council of the County of St. Paul No. 19 was called to order by Reeve Steve Upham at 10:08 a.m., Tuesday, December 13, 2011 at the County Office in St. Paul, there being present the following:

Reeve Steve Upham

Councillor Glen Ockerman Division 1

Councillor Dwight Dach Division 2

Councillor Cliff Martin Division 3

Councillor Maxine Fodness Division 4

Councillor Frank Sloan Division 5

Councillor Alphonse Corbiere Division 6

Sheila Kitz CAO

Tim Mahdiuk Assistant CAO

Phyllis Corbiere Executive Assistant

Leo deMoissac Public Works Superintendent

Janice Huser St. Paul Journal

MINUTES

Resolution #CM20111213.1001

Moved By: Councillor Maxine Fodness

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

CARRIED

BANK RECONCILIATION

Resolution #CM20111213.1002

Moved By: Councillor Alphonse Corbiere

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

CARRIED

ADDITIONS TO AGENDA AND ACCEPTANCE OF AGENDA

The following additions were made to the agenda:

New Business:

7.35 Ashmont & Mallaig Fire Halls

7.36 2012 Provincial ASB Conference

7.37 Elk Point Operating Agreement

7.38 Alberta Sand and Gravel Association Meeting

7.39 East Link - Terminate Lease in Hamlet of Ashmont

Reports:

9.4 Councillor D. Dach

9.5 Councillor M. Fodness

Resolution #CM20111213.1003

Moved By: Councillor Glen Ockerman

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

CARRIED

**REQUEST FOR
FUNDING - ST.
PAUL & AREA
ARCHERY
ASSOCIATION**

Resolution #CM20111213.1004

Moved By: Councillor Glen Ockerman

Motion to provide a grant of \$2,000 for the St. Paul & Area Archery Association to be paid from the 2012 Budget and inform their Association of the insurance that is available through Jubilee Insurance.

CARRIED

**ST. PAUL CHILD
CARE SOCIETY**

Resolution #CM20111213.1005

Moved By: Councillor Frank Sloan

Motion to deny the request from the St. Paul Child Care Society for financial assistance to help offset the cost of renovations to their building.

CARRIED UNANIMOUSLY

**DECEMBER
PUBLIC WORKS
MEETING**

Resolution #CM20111213.1006

Moved By: Councillor Maxine Fodness

Motion to cancel the December Public Works Meeting as per section 193(3) of the M.G.A.

CARRIED

**DATE FOR SALARY
NEGOTIATIONS**

Resolution #CM20111213.1007

Moved By: Councillor Dwight Dach

Motion to schedule the 2012 Salary Negotiations for January 5, 2012 at 10:00 a.m..

CARRIED

**UNDERSTANDING
THE IMPACT OF
RESIDENTIAL
SCHOOLS ON
FAMILIES,
ADDICTIONS,
VIOLENCE & CRIME**

Resolution #CM20111213.1008

Moved By: Councillor Glen Ockerman

Motion to approve any Council members and staff who wish to attend this workshop co-sponsored by Tribal Chiefs Association Residential Schools Legacy Project and the Saddle Lake Residential Schools Heath Support Program on January 12 & 13, 2012 at Blue Quills College.

CARRIED

**ROADATA
SERVICES LTD.
CONFERENCE**

Resolution #CM20111213.1009

Moved By: Councillor Dwight Dach

Motion to approve Leo deMoissac, Bobby Kinjerski and Claire Mahdiuk to attend the 5th Annual Infrastructure Protection Conference on January 19, 2012 in Red Deer.

CARRIED

**ASSESSMENT
REVIEW BOARD
REFRESHER
TRAINING**

Resolution #CM20111213.1010

Moved By: Councillor Alphonse Corbiere

Motion to approve the following Assessment Review Board Refresher Training Courses for members and clerks:

- Eleanor Zimmerman - March 7 & 8, 2012 in Edmonton
- Cliff Martin - January 25 & 26, 2012 in Leduc
- Paulette Mudryk and Linda Meger - January 24, 2012 in Leduc

CARRIED

**LEADING THE
NORTH
CONFERENCE**

Resolution #CM20111213.1011

Moved By: Councillor Glen Ockerman

Motion to file for information.

CARRIED

**10:30 A.M. - PUBLIC
HEARING - BYLAW
NO. 1587 - REZONE
S 1/2 NE 1-58-9-W4**

Resolution #CM20111213.1012

Moved By: Councillor Alphonse Corbiere

Motion to adjourn the meeting and proceed to Public Hearing scheduled for 10:30 a.m. to discuss Bylaw No. 1587, which is a bylaw to rezone Part of the S 1/2 NE 1-58-9-W4 from Agricultural to Country Residential 1 (approx. 4.04 hectares).

CARRIED

Reeve Upham declared the Public Hearing open at 10:30 a.m. with all members of Council present.

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

Sheila Kitz, CAO, informed Council that the purpose of the Public Hearing is to amend Land Use Bylaw No. 1486 as it relates to rezoning Part S 1/2 NE 1-58-9-W4 from Agricultural to Country Residential 1. There was no one present to speak either for or against the proposed bylaw.

A written submission from Clem & Edith Fontaine in opposition to the proposed rezoning was read aloud to Council. The adjacent landowners are concerned that access to the proposed subdivision may create a safety issue.

Reeve Upham declared the Public Hearing closed at 10:36 a.m..

Resolution #CM20111213.1013

Moved By: Councillor Cliff Martin
to revert to an open meeting.

CARRIED

Council discussed further the rezoning application and the location of the proposed subdivisions. Councillor Martin advised Council that he received feedback from ratepayers in opposition to the proposed subdivision due to the location of the access to the subdivision.

Resolution #CM20111213.1014

Moved By: Councillor Frank Sloan
Motion to give second reading to Bylaw No. 1587, which is a Bylaw to rezone Part S 1/2 NE 1-58-9-W4.

DEFEATED

**2012 AOWMA
TRADE SHOW**

Resolution #CM20111213.1015

Moved By: Councillor Alphonse Corbiere
Motion to approve Bryan Bespalko to attend the 2012 AOWMA Trade Show on January 27, 2012 in Edmonton to look at sewage handling options.

CARRIED

**COMMUNITY
PLANNING
ASSOCIATION
CONFERENCE**

Resolution #CM20111213.1016

Moved By: Councillor Cliff Martin
Motion to approve Dennis Bergheim, Krystle Fedoretz and Crystal St. Arnault as well as any Councillor who is available to attend the Community Planning Association Conference from April 16-18, 2012 in Red Deer.

CARRIED

**EMERGING
TRENDS IN
MUNICIPAL LAW
SEMINAR**

Resolution #CM20111213.1017

Moved By: Councillor Frank Sloan
Motion to approve Council, Sheila Kitz and administration to attend the Emerging Trends in Municipal Law Seminar on February 9, 2012 in Edmonton.

CARRIED

**CERTIFICATE IN
MUNICIPAL
MANAGEMENT
AND LEADERSHIP**

Resolution #CM20111213.1018

Moved By: Councillor Dwight Dach
That Council approve Krystle Fedoretz to enroll in the Certificate in Municipal Management and Leadership program through the Alberta School of Business - Executive Education at the University of Alberta commencing January 2012 providing she agrees to remain an employee with the County of St. Paul for a minimum of 2 years following the completion of the course. If she terminates her employment with the County prior to the two year period, she will be required to reimburse the county for a portion of the course registration fee.

CARRIED

**ST. PAUL &
COMMUNITY
FAMILY BENEFIT**

Resolution #CM20111213.1019

Moved By: Councillor Alphonse Corbiere

Motion to donate a silent auction item for the fourth Annual New Year's Eve St. Paul and Community Family Benefit Dance.

CARRIED

**ST. PAUL &
DISTRICT
HOSPITAL
FOUNDATION**

Resolution #CM20111213.1020

Moved By: Councillor Cliff Martin

Motion to purchase a table of 8 for \$350 and donate a silent auction item for the Hospital Foundation Fundraiser on March 3, 2012.

CARRIED

**RIVERVIEW
SENIORS-REQUEST
FOR GRANT FOR
RAMP AT
HEINSBURG HALL**

Resolution #CM20111213.1021

Moved By: Councillor Dwight Dach

Motion to provide a \$2,500 grant for the Riverview Seniors to help replace the ramp in the Community Hall at the same time that the Heinsburg Community Club is replacing the front steps of the hall.

CARRIED

**REQUEST TO USE
BALL DIAMONDS
AT WHITNEY LAKE**

Resolution #CM20111213.1022

Moved By: Councillor Maxine Fodness

Motion that the Public Works Department do the initial clean up on the Ball Diamonds at Whitney Lake and that Administration prepare an Agreement with Frog Lake Minor Sports authorizing the use of the ball diamonds from May 15, 2012 to September 30, 2012. The Agreement will be brought back to the January Council Meeting for approval.

CARRIED

**11:00 A.M. - PUBLIC
HEARING - BYLAW
NO. 1585 - REZONE
LOT 1, PLAN
0021514 IN SE
1-58-10-W4**

Resolution #CM20111213.1023

Moved By: Councillor Maxine Fodness

to adjourn the meeting and proceed to public hearing scheduled for 10:30 a.m. to discuss Bylaw No. 1585, which is a bylaw to rezone Lot 1, Plan 0021514 in SE 1-58-10-W4 from Urban Expansion to Country Residential 2.

CARRIED

Reeve Upham declared the Public Hearing open at 11:03 a.m. with all members of Council present.

Sheila Kitz, CAO, informed Council that the purpose of the Public Hearing is to amend the Land Use Bylaw as it relates to rezoning Lot 1, Plan 0021514 in SE 1-58-10-W4 from Urban Expansion to Country Residential 2.

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

There were no written submissions and there was no one present to speak for or against the proposed bylaw.

Reeve Upham declared the public hearing closed at 11:04 a.m.

Resolution #CM20111213.1024

Moved By: Councillor Alphonse Corbiere

Motion to return to the regular meeting of Council. Time: 11:04 a.m.

CARRIED

Resolution #CM20111213.1025

Moved By: Councillor Glen Ockerman

Motion to give second reading to Bylaw No. 1585, which is a bylaw to rezone Lot 1, Plan 0021514 in SE 1-58-10-W4 from Urban Expansion to Country Residential 2.

CARRIED

Resolution #CM20111213.1026

Moved By: Councillor Maxine Fodness
Motion to give third reading to Bylaw No. 1585.

CARRIED

**LAC LA BICHE
COUNTY - CITY
CENTRE AIRPORT**

Councillor G. Ockerman left the meeting at 11:05 a.m.
Councillor Ockerman entered the meeting at 11:09 a.m.

Resolution #CM20111213.1027

Moved By: Councillor Cliff Martin

Motion to deny request from Lac La Biche County for funding for their lobbying campaign to retain the Medevac service standards that currently exist via the City Centre Airport. Administration will send a letter to Lac La Biche County advising that Council agrees to looking for an alternate airport to support the Medevac services.

CARRIED

**2011 MSI PROJECT
APPROVAL**

Resolution #CM20111213.1028

Moved By: Councillor Cliff Martin

That Council ratify the following MSI Operating and Capital Projects submitted under the funding program as per Council's direction at budget:

Capital Projects:

Portage College Residence	\$ 50,000
Paving 170 MT - partner with Town of St. Paul	\$ 31,607
St. Paul Rescue Van	\$ 85,000
4 Motor Graders	\$1,714,091

Operating Projects:

Library Board Support	\$ 30,000
Agriculture Society Support	\$ 58,800
Community Hall Support	\$ 53,500
Inter-Municipal Recreation Project	\$ 114,386

CARRIED

**2012 INTERIM
MUNICIPAL
BUDGET**

Resolution #CM20111213.1029

Moved By: Councillor Frank Sloan

Motion to approve the interim budget for the year 2012, as per section 242(2) of the M.G.A:

Operating and Capital Revenues - \$28,142,130

Operating Expenditures - \$17,000,420

Capital - \$11,134,302

CARRIED

**BYLAW NO. 1588 -
BORROWING
BYLAW - MASTER
CARD ACCOUNT**

Resolution #CM20111213.1030

Moved By: Councillor Cliff Martin

To give first reading to Bylaw No. 1588, which is a Bylaw to authorize short term borrowings of up to fifteen thousand dollars from the Servus Credit Union to finance the Master Card for the County of St. Paul.

CARRIED

Resolution #CM20111213.1031

Moved By: Councillor Maxine Fodness

That Council give second reading to Bylaw No. 1588.

CARRIED

Resolution #CM20111213.1032

Moved By: Councillor Cliff Martin

That Bylaw No. 1588 be presented at this meeting for third and final reading.

CARRIED UNANIMOUSLY

Resolution #CM20111213.1033

Moved By: Councillor Frank Sloan

That Council to give third and final reading to Bylaw No. 1588.

CARRIED

**BYLAW NO. 1589 -
BORROWING
BYLAW - CURRENT
EXPENDITURES**

Resolution #CM20111213.1034

Moved By: Councillor Dwight Dach

To give first reading to Bylaw No. 1589, which is a Bylaw to authorize borrowings of up to seven million dollars from the Servus Credit Union to finance the short term operations of the County of St. Paul. Carried.

CARRIED

Resolution #CM20111213.1035

Moved By: Councillor Frank Sloan

To give second reading to Bylaw No. 1589.

CARRIED

Resolution #CM20111213.1036

Moved By: Councillor Maxine Fodness

That Bylaw No. 1589 be presented at this meeting for third and final reading.

CARRIED UNANIMOUSLY

Resolution #CM20111213.1037

Moved By: Councillor Cliff Martin

To give third and final reading to Bylaw No. 1589.

CARRIED

**COUNTY LIBRARY
BOARD BUDGET**

Resolution #CM20111213.1038

Moved By: Councillor Maxine Fodness

Motion to increase the County contribution to the Library Board by the amount of the Northern Lights Levy Increase which is \$1303, and to defer further discussions to Strategic Planning and Budget regarding the operations of the County Library Board.

CARRIED

**FCSS FUNDING
AGREEMENT**

Resolution #CM20111213.1039

Moved By: Councillor Alphonse Corbiere

That Council ratify the signing of the FCSS Funding Agreement to receive funding from the Ministry of Human Services formerly known as the Ministry of Children and Youth Services for the 2012 calendar year.

CARRIED

**TOWN OF ST. PAUL
- CULTURE, PARKS
AND RECREATION
AGREEMENT**

Resolution #CM20111213.1040

Moved By: Councillor Cliff Martin

Motion to enter into a Culture, Parks and Recreation Agreement with the Town of St. Paul for a five year term effective January 1, 2012 as per the recommendations of the Rec Board Committee. The payment for 2012 is \$130,000 and will increase by \$5,000 each year thereafter for the term of the Agreement.

CARRIED

**SAFETY CODES
RATE CHANGES**

Resolution #CM20111213.1041

Moved By: Councillor Frank Sloan

Motion to approve the 2012 Safety Codes Fee Schedule effective January 1, 2012 as per the recommendations of the Safety Codes Committee.

CARRIED

**GUIDING
PRINCIPLES
AMENDMENT**

Resolution #CM20111213.1042

Moved By: Councillor Maxine Fodness

That Council amend Guiding Principle #5 to read "Strive for operations efficiency and stability to provide affordable services to residents."

CARRIED

**REGIONAL WATER
COMMISSION**

Resolution #CM20111213.1043

Moved By: Councillor Maxine Fodness

Motion to appoint Councillor C. Martin, Reeve S. Upham and Councillor D. Dach to the Elk Point/St. Paul Regional Water Commission, with Councillor G. Ockerman as alternate.

CARRIED

ASHMONT/LOTTIE
LAKE SCOPE
CHANGE

Resolution #CM20111213.1044
Moved By: Councillor Glen Ockerman
Based on the relevant information received resulting in better decision making and the potential for future cost savings as a result of the additional work performed by Urban Systems, that Council approve the Scope Change as presented, for an additional \$28,000, to be funded by Water for Life funding.

CARRIED

MUNICIPAL
CLIMATE CHANGE
ACTION CENTRE
AGREEMENTS

Resolution #CM20111213.1045
Moved By: Councillor Dwight Dach
Motion that Council approve the Implementation Funding Agreement and the Bonus Funding Agreement with the Municipal Climate Change Action Centre for \$10,000 each.

CARRIED

2012 ROAD AND
BRIDGE
CONSTRUCTION

Resolution #CM20111213.1046
Moved By: Councillor Alphonse Corbiere
Motion to approve the Road and Bridge Construction for the 2012 Construction Season so the Public Works Department can start obtaining the required easements:

Division 1

	CNRL Paving .5 mile into Lindberg Plant	Twp Rd 572	
BF75789	Laurier Lake 1 mile ISE of 34-56-4-W4	Rge Rd 42	
BF01013	CCS Tender Repairs ISW of 26-56-5-W4	Rge Rd 52	
	Langdon Road - 1 Mile W of 27-56-6-W4	Rge Rd 63	CNRL \$100,000

Division 2

	CNRL Paving 5.5. miles Resource Grant	Twp Rd 560	County 1.5 mile
Pending	N. Valley Road - 5 miles s of 1,2,3,4,5-56-6-W4	Twp Rd 560	Easements Only
BF75584	WNW 12-57-7-W4	Rge Rd 71	
	Bugera Road - 1 miles - W of 4 & 9-56-6-W4	Rge Rd 64	CNRL \$200,000

Division 3

	Stark Road - 1.5 mile - W of 14-58-8-W4	Rge Rd 81	
BF71794	Dakin Road - 1 miles W of 34-55-9-W4	Rge Rd 93	

Division 4

	Tkachyk Rd - 2 miles W of 17,20-58-10-W4	Rge Rd 105	Brush Easements Only
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Division 5

	Beau Rivage - 2 miles W of 29,32-59-9-W4	Rge Rd 95	
	Abilene Rd - 1 mile W of 30-59-10-W4	Rge Rd 105a	
	Owlseye Rd - 1 mile W of 4-59-10-W4	Rge Rd 104	
Pending	Roeder Rd - 2 miles W of 2,11,14,23-59-11-W4	Rge Rd 112	Water Line
			Easements on 4 miles
BF70667	Flat Lake Rd - .5 mile S of 27-59-9-W4	Twp Rd 594	

Division 6

	Beaver Rd - 2.5 miles S of 29-31-62-11-W4	Twp Rd 624	
BF77649	St. Lina Tender Repairs SSE 28-61-10-W4	Twp Rd 614	
	Total Miles 13.5		

Pending 5 miles construction Northern Valley Road.

Pending 2 miles construction Roeder Road due to 2012 water line to Lottie Lake.

The above 7 miles will take priority if grants and water line become available.

May have to make changes at a later date.

CARRIED

2012 NEW
EQUIPMENT

Resolution #CM20111213.1047
Moved By: Councillor Frank Sloan
Motion to approve the purchase of three motor graders and a rock truck at approximately \$1,855,000 to be funded from the 2012 budget.

CARRIED

**SURVEY IN
DEVELOPMENTS**

Resolution #CM20111213.1048

Moved By: Councillor Maxine Fodness

Motion to authorize the Public Works Department to do a survey at Bluebird Beach on Laurier Lake and Lac Sante to determine the location of the ER property as well as an appropriate access to the lake and to get prices for stairs.

DEFEATED

Resolution #CM20111213.1049

Moved By: Councillor Cliff Martin

Motion to authorize the Public Works Department to do a survey on Bluebird Beach at Laurier Lake and Lac Sante to determine the location of the ER property as well as an appropriate access to the lake.

CARRIED

**REGIONAL
COYOTE
REDUCTION
PROGRAM**

Resolution #CM20111213.1050

Moved By: Councillor Frank Sloan

Motion to include \$20,000 in the 2012 Budget for the Regional Coyote Reduction Incentive Program for the period of January 1, 2012 to April 30, 2012.

Resolution #CM20111213.1051

Councillor Ockerman requested a recorded vote.

Votes:

In Councillor Alphonse Corbiere, Councillor Cliff Martin,
Councillor Dwight Dach, Councillor Frank Sloan, Councillor
Favour: Glen Ockerman, Councillor Maxine Fodness, Reeve Steve
Upham

CARRIED UNANIMOUSLY

**SALARY GRID FOR
ASSISTANT
AGRICULTURAL
FIELDMAN**

Resolution #CM20111213.1052

Moved By: Councillor Frank Sloan

Motion to move this item to the in camera session as it pertains to a staffing issue.

CARRIED

**BYLAW NO. 1590 -
LEASE LOT 1ER,
PLAN 8022307**

Originated By: pcorbiere

Resolution #CM20111213.1053

Moved By: Councillor Cliff Martin

Motion to give first reading to Bylaw No. 1590, which is a bylaw to Lease Lot 1ER, Plan 8022307.

CARRIED

**ASHMONT &
MALLAIG FIRE
HALLS**

Resolution #CM20111213.1054

Moved By: Councillor Frank Sloan

Motion to proceed with a design for the Mallaig and Ashmont Fire Halls at an approximate cost of \$20,000.

CARRIED

**2012 PROVINCIAL
ASB CONFERENCE**

Resolution #CM20111213.1055

Moved By: Councillor Glen Ockerman

Motion to approve Dennis Bergheim, Sheila Kitz, the Assistant Ag Fieldman & all Council members to attend the 2012 Provincial ASB Conference from January 31 to February 3, 2012 in Edmonton.

CARRIED

**ELK POINT
OPERATING
COMMITTEE**

Council discussed the County's annual contribution of ~~\$12,500~~ **\$25,000** to the Elk Point Operating Committee for distribution to community organizations throughout the year. Councillor Ockerman informed Council that there is not enough funding to assist the groups who submit requests and asked that Council consider increasing the County's contribution to this fund.

Resolution #CM20111213.1056

Moved By: Councillor Glen Ockerman

Motion to support the Elk Point Joint Operating Committee with a grant of \$50,000.

Resolution #CM20111213.1057

Councillor G. Ockerman requested a recorded vote.

Votes:

In Councillor Alphonse Corbiere, Councillor Dwight Dach,
Favour: Councillor Glen Ockerman

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

DEFEATED

Resolution #CM20111213.1058

Moved By: Councillor Maxine Fodness

Motion to defer discussion on increasing the contribution for the Elk Point Operating Committee to the budget meeting and that administration obtain information from Elk Point Town Council on their contributions and provide a comparison of what the County has provided to St. Paul and the history of contributions to both Towns.

CARRIED

Reeve Upham recessed the meeting for lunch at 12:00 p.m. and reconvened at 1:13 p.m. with all members present.

**ALBERTA SAND
AND GRAVEL
ASSOCIATION
MEETING**

Resolution #CM20111213.1059

Moved By: Councillor Frank Sloan

Motion to approve Leo deMoissac, Bobby Kinjerski and Claire Mahdiuk to attend the Alberta Sand and Gravel Association Annual General Meeting at the River Cree Resort on January 17 & 18, 2012.

CARRIED

**EASTLINK -
LETTER OF
TERMINATION**

Council was informed that EastLink will no longer be providing cable services to the Hamlet of Ashmont.

Resolution #CM20111213.1060

Moved By: Councillor Maxine Fodness

Motion to file the letter for information.

CARRIED

CAO REPORT

Sheila Kitz, CAO, read her report aloud to Council.

Resolution #CM20111213.1061

Moved By: Councillor Maxine Fodness

Motion to send a letter to Associated Engineering to request clarification on why the engineering costs were so high for the Mallaig raw water line.

CARRIED

REPORTS

Reeve Upham reported on Community Futures Ad Hoc Committee which he is now a member of.

Councillor Dach reported on the following

- Driving Economic Development & Diversification in Rural Alberta
- Water for Life and Land Use Framework

Councillor Fodness and Councillor Martin reported on St. Paul Airport.

Councillor Fodness reported on the Safer Communities Task Force.

COUNCIL FEES

Resolution #CM20111213.1062

Moved By: Councillor Alphonse Corbiere

to approve the Council fees for the months of November and December, 2011 as circulated.

CARRIED

**BUDGET TO
ACTUAL**

Resolution #CM20111213.1063
Moved By: Councillor Cliff Martin
to file the budget to actual for the period ending November 30, 2011 as
information.

CARRIED

IN CAMERA

Resolution #CM20111213.1064
Moved By: Councillor Alphonse Corbiere
Motion to go in camera to discuss a land issue and a labour issue.
Time: 2:10 p.m.

CARRIED

Resolution #CM20111213.1065
Moved By: Councillor Cliff Martin
Motion to revert to an open meeting. Time: 2:32

CARRIED

Resolution #CM20111213.1066
Moved By: Councillor Cliff Martin
Motion to approve an increase to the Assistant
Agricultural Fieldman Salary grid as discussed, which is based on
the AAMD&C Salary Survey.

CARRIED

**LISTING OF
ACCOUNTS
PAYABLE**

The following lists of Accounts Payable were circulated to Council for
review:

<u>Batch</u>	<u>Cheque Nos.</u>	<u>Cheque Date</u>	<u>Batch Amount</u>
15602	13396-13470	Oct. 25, 2011	\$426,289.09
15627	13471-13524	Nov. 3, 2011	\$307,340.06
15648	13525-13613	Nov. 15, 2011	\$588,845.50
15660	13614-13671	Nov. 22, 2011	\$202,171.48
15675	13672-13710	Nov. 29, 2011	\$107,035.60

Resolution #CM20111213.1067
Moved By: Councillor Dwight Dach
Motion to file the lists of accounts payable as information.

CARRIED

ADJOURNMENT

Business on the agenda being concluded, Chairman S. Upham
adjourned the meeting. Time: 2:33 p.m.

These minutes approved this 10th day of January, 2012.

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

5. Business Arising from Minutes

- 5.1 QUOTES FOR MOTOR GRADERS AND ROCK TRUCK
- 5.2 AGREEMENT WITH FROG LAKE MINOR SPORTS
- 5.3 BYLAW NO. 1590



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

Issue Summary Report

5.1 QUOTES FOR MOTOR GRADERS AND ROCK TRUCK

#20111229006

Meeting : January 10, 2012

Meeting Date : 2012/01/10 10:00

Background

At the December Meeting, Council made a motion to approve the purchase of three motor graders and a rock truck to be funded from the 2012 budget.

Public works will provide Council with quotes at the meeting.

Additional Information

Originated By : pcorbiere



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Issue Summary Report

5.2 AGREEMENT WITH FROG LAKE MINOR SPORTS

#20111230004

Meeting : January 10, 2012

Meeting Date : 2012/01/10 10:00

Background

At the December meeting, Council made a motion to allow Frog Lake Minor Sports to use the Whitney Lake ball diamonds from May 15 to September 30, 2012 providing they agree to enter into an agreement with the County with conditions for use of the property.

A copy of the agreement is attached.

Recommendation

Motion to approve the agreement with the Frog Lake Minor Sports association for the period of May 15 to September 30, 2012.

Additional Information

Originated By : skitz

Appendix 1 for 5.2: Agreement with Frog Lake Minor Sports

December 16, 2011

Frog Lake Minor Sports

Frog Lake, AB

Dear _____

Re: Whitney Lake Ball Diamonds

Council at their meeting of December 13, 2011 agreed that they would allow Frog Lake Minor Sports to use the Whitney Lake Ball Diamonds from May 15, 2012 to September 30, 2012. As per your suggestion, Council will not charge any rent for the use of the diamonds, but Frog Lake Minor Sports would have to fix up the diamonds for their use. The county has already gone to the site and cleaned up the property and disposed of dilapidated buildings so they do not pose a hazard or threat to the use of the property.

The other conditions for use of the property are as follows:

1. Frog Lake Minor Sports will need to carry a minimum of 1,000,000 (one million) liability insurance to protect themselves against injury or negligence on the property. In addition, the County would have to be named as an "Additional Named Insured" on their insurance policy. A copy of such insurance to be provided to the County as proof of coverage.
2. No Camping allowed on the property.
3. No partying or open liquor allowed on the property.
4. Any misuse of the property will result in this agreement being null and void.

Please feel free to contact me if you require further clarification. Your signature below will indicate that you accept the conditions outlined above.

Sincerely,

Sheila Kitz, CLGM
Chief Administrative Officer

On behalf of Frog Lake Minor Sports, I _____ agree to the above noted conditions for the use of the Whitney Lake Ball Diamonds for the period of May 15, 2012 to September 30, 2012.

Date

Signature

Name and title of signing officer above



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Issue Summary Report

5.3 BYLAW NO. 1590

#20111230005

Meeting : January 10, 2012

Meeting Date : 2012/01/10 10:00

Background

After the December Council meeting, we contacted the Kennedy's who leased 18 acres in Lot 1ER, Plan 8022307 to inform them that a bylaw had to be advertised before we could enter into a lease agreement for the property, so we would be running an ad in the local newspaper. When we contacted Ms. Kennedy, she advised that they no longer wish to lease the property. Therefore, we did not run the ad as we will not be proceeding with Bylaw No. 1590.

We will provide Council with a bylaw to rescind Bylaw No. 1590 so that it does not sit incomplete in our records.

Recommendation

Motion to give three readings to Bylaw ----- to rescind Bylaw No. 1590.

Additional Information

Originated By : pcorbiere

7. New Business

7.1	HEAVY OIL ISSUES
7.2	2012 LAND LEASES
7.3	2011 STRATEGIC PLAN - FINAL COPY
7.4	2012 STRATEGIC PLAN
7.5	2012 SALARY APPROVAL
7.6	REQUEST FOR SUPPORT - ST. PAUL FARMERETTES
7.7	REQUEST FOR FUNDING FOR 2012 WINTER GAMES
7.8	DISASTER SOCIAL SERVICES TRAINING SESSION
7.9	HEINSBURG AND STAROSIELSKI CEMETERIES
7.10	PROFESSIONAL MINUTE TAKING WORKSHOP
7.11	REQUEST TO PURCHASE COUNTY OWNED LOT - ST. LINA
7.12	ST. PAUL JUNIOR CURLING ASSOCIATION
7.13	VETERAN'S MEMORIAL HIGHWAY ASSOCIATION
7.14	WRITE-OFF OF ACCOUNTS RECEIVABLE
7.15	MUTUAL FIRE AID AGREEMENT - CNTY OF VERMILLION RIVER
7.16	REQUEST FOR FUNDING - RHINOS CLUB VOLLEYBALL
7.17	SCOPE CHANGE - ASHMONT WTP
7.18	POLICY - GUARANTEE FOR GRADER OPERATORS
7.19	NADC - LEADING THE NORTH CONFERENCE
7.20	ST. LINA 100TH ANNIVERSARY CELEBRATION
7.21	-
7.22	-
7.23	-



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Issue Summary Report

7.1 HEAVY OIL ISSUES

#20120106001

Meeting : January 10, 2012

Meeting Date : 2012/01/10 10:00

Background

The County has participated in several meetings with the County of Vermilion River, MD of Bonnyville, and the County of Two Hills in regards to strategies around road infrastructure affected by Heavy Oil operations. The County of Vermilion River is interested in proceeding with this project. They would like an indication from our County if we are still interested in participating in this, or if we prefer to deal with the Oil Companies in our municipality on our own. If we are interested they will set up a meeting to discuss our progress to date.

Recommendation

As per Council's wishes

Additional Information

Originated By : skitz



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Issue Summary Report

7.2 2012 LAND LEASES

#20111229007

Meeting : January 10, 2012

Meeting Date : 2012/01/10 10:00

Background

The following land leases are being presented for renewal for the year 2012:

SE 4-56-3-W4	James Boyd
PNW 34-56-5-W4	Lionel Romanchuk
Lot A, Plan 7620846 in PNW 20-56-10-W4	St. Paul Grazing Reserve Assn.
PNE 6-60-10-W4	Don Imeson
NE 4-62-12-W4	William & Edward Zapisocki

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

Recommendation

Approve the following land leases for 2012:

SE 4-56-3-W4	James Boyd
PNW 34-56-5-W4	Lionel Romanchuk
Lot A, Plan 7620846 in PNW 20-56-10-W4	St. Paul Grazing Reserve Assn.
PNE 6-60-10-W4	Don Imeson
NE 4-62-12-W4	William & Edward Zapisocki

Additional Information

Originated By : pcorbiere



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Issue Summary Report

7.3 2011 STRATEGIC PLAN - FINAL COPY

#20111229010

Meeting : January 10, 2012

Meeting Date : 2012/01/10 10:00

Background

The final update for the 2011 Strategic Plan will be circulated to Council for review.

Recommendation

Motion to approve the final update to the 2011 Strategic Plan.

Additional Information

Originated By : pcorbiere



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Issue Summary Report

7.4 2012 STRATEGIC PLAN

#20111230002

Meeting : January 10, 2012

Meeting Date : 2012/01/10 10:00

Background

The 2012 Strategic Plan, as updated after the Planning Retreat on December 5 & 6 is being presented for Council approval. Following approval of this plan, administration can proceed with the 2012 budget process.

Recommendation

Motion to approve the 2012 Strategic Plan as presented.

Additional Information

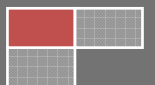
Originated By : pcorbiere

Strategic Business Plan

County of St. Paul No. 19

The Strategic Business Plan for the County of St. Paul No. 19 is intended to serve as a guide for programs, services and the operations of the municipality as well as coordination of the development of new programs and services based on identified areas of greatest opportunity and improvement.

Developed by the residents, staff and Council of the County of St. Paul, the Strategic Business Plan reflects the multifaceted and dynamic needs of the municipality. The strategic planning process has resulted in a plan unique to The County of St. Paul, to better serve the residents of the municipality.



County of St. Paul

Strategic Business Plan – 2012

Vision:

The County of St. Paul is a vibrant community which values a high quality of life, balancing rural heritage with a diverse economy

Core Values:

- ☐ Balance
- ☐ Respect
- ☐ Fairness
- ☐ Integrity
- ☐ Accountability
- ☐ Service/Serving

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) Strive for operations efficiency and stability to provide affordable services to residents.

Appendix 1 for 7.4: 2012 Strategic Plan

Goal 1 –Improved Infrastructure Management			
Action	Lead	Target Date	Quarterly Update
Categorize roads for oiling, grading, gravel, construction, and plowing	Leo/Sheila	June 2012	
Examine the use of MG30 for road oiling (desktop exercise)	Leo/Ken		
Complete an asset management project to determine life of assets within the municipality	Sheila/Darlene	Dec 2012	
Examine transfer stations for snow removal to increase efficiency of snow removal	Leo/Dennis	Jan 2012	
Road and Bridge Construction			
CNRL paving 0.5 miles to Lindberg Plant	Leo	2012 Season	
Laurier Lake 1 mile	Leo	2012 Season	
CCS tender repairs	Leo	2012 Season	
Langdon Rd 1 mile *CNRL contribution	Leo	2012 Season	
CNRL Paving 5.5 miles * grant available	Leo	2012 Season	
WNW 12-57-07-W4M bridge file	Leo	2012 Season	
Bugera Rd 2 miles *CNRL contribution	Leo	2012 Season	
N. Valley Rd 5miles *pending resource grant	Leo	2012 Season	
Stark Rd 1.5 mile	Leo	2012 Season	
Dakin Rd 1 mile	Leo	2012 Season	
Bridge File 77775	Leo	2012 Season	
Tkachyk Rd brushing	Leo	2012 Season	
Beau Rivage 2 miles	Leo	2012 Season	
Abilene Rd 1 mile	Leo	2012 Season	
Owlseye Rd 1 mile	Leo	2012 Season	
Roeder Rd 2 miles pending water line	Leo	2012 Season	
Flat Lake Rd ½ mile bridge file	Leo	2012 Season	

Appendix 1 for 7.4: 2012 Strategic Plan

Beaver Rd 2.5 miles	Leo	2012 Season	
St. Lina Tender repairs – Bridge file	Leo	2012 Season	
Oiling and Dust Control			
Pavement to CNRL plant 0.5 miles *resource grant	Leo	2012 Season	
Northern Valley Rd. Pavement 2 miles *resource grant	Leo	2012 Season	
Repaid Orr Rd for oiling	Ken	2012 Season	
Moose Hill slide	Leo	2012 Season	
Moose Hill and Murphy Rd. Patching	Leo/Bobby	2012 Season	
Murphy road check for overlay	Leo/Bobby	2012 Season	
Pavement Hwy 41 to Rg Rd 61 3 miles *resource grant	Leo	2012 Season	
Pavement Rg Rd 64 0.5 miles *resource grant	Leo	2012 Season	
Zenko Rd – re-oiling	Ken	2012 Season	
Danyluk Rd – re-oiling	Ken	2012 Season	
Ron Plante South 1 mile	Ken	2012 Season	
Armistice Rd (after water line construction) 3 miles	Ken	2012 Season	
North Rg Rd 91 1.5 miles	Ken	2012 Season	
RR 84 1.5 miles	Ken	2012 Season	
French Quarters 2.5 miles	Ken	2012 Season	
Crestview Rd & Development 2 miles South St. Paul 1.5 miles	Ken	2012 Season	
Ternovoy Rd 1 mile	Ken	2012 Season	
Chamberland Rd 1.5 miles Sunset Bay Rd 1 mile	Ken	2012 Season	
Flat Lake Rd 2 miles	Ken	2012 Season	
Dolstad Rd 1.5 miles	Ken	2012 Season	
Willow Grove Cemetery	Ken	2012 Season	

Appendix 1 for 7.4: 2012 Strategic Plan

Ashmont Development (south) 0.5 miles	Ken	2012 Season	
West Mallaig 1 mile	Ken	2012 Season	
St. Lina South 1 mile	Ken	2012 Season	
Transfer Station Rd Mallaig 0.5 miles	Ken	2012 Season	
Railroad Ave – Mallaig (reclaiming) 0.5 miles	Ken	2012 Season	
St. Lina North 1 mile	Ken	2012 Season	

Goal 2 – Successful Safety Program			
Action	Lead	Target Date	Quarterly Update
Adapt tailgate meeting forms to be more job specific	Bryan	April 2012	
Increase the number of safety meetings with staff	Bryan	Dec 2012	
Develop a safety rewards program	Bryan	March 2012	
Make safety vests and gloves more accessible to staff	Bryan	Jan 2012	
Emergency disaster training should be completed for all staff	Dennis/Bryan	Dec 2012	

Goal 3 – Effective External Committees			
Action	Lead	Target Date	Quarterly Update
Review the library board structure and committee	Sheila	Jun 2012	
Review regional economic development – Community Futures – Portage College Funding – HUB funding increase	Sheila	March 2012	
Review agricultural external committees including LARA and AESA	Dennis	Feb 2012	

Appendix 1 for 7.4: 2012 Strategic Plan

Goal 4 – Transparent Communication			
Action	Lead	Target Date	Quarterly Update
Weekly County print ads in both Elk Point and St. Paul regarding what we do and what we are doing	Sheila	Feb 2012	
Process understanding for public – education regarding services and accessing services	Sheila	Jun 2012	
50 th anniversary celebration	Sheila	May 2012	
LUB/MDP public consultation	Dennis/Krystle	Jun 2012	
Increase website content	Paulette	Jun 2012	
FCSS quarterly newsletter	Janice/Debbie	Ongoing	
Council and staff reporting on conferences and training	Council/Staff	Ongoing	
Public survey of services	Paulette	Jul 2012	
Send out a request for day labour list of contractors – also request safety credentials for contractors	Sheila	Mar 2012	

Goal 5 – Examine Enhanced Services			
Action	Lead	Target Date	Quarterly Update
Waste Storage Sites for Sunset Bay and Garner Lake	Dennis	Nov 2012	
Explore joint Lagoon with the County of Two Hills for Lac Sante area	Sheila	Sept 2012	
Laurier Lake park – examine the feasibility	Sheila/Leo	Dec 2012	
Explore Tank loaders for non-potable water	Sheila/Dennis/Leo	Dec 2012	
Explore water to interested	Sheila	As requested	

Appendix 1 for 7.4: 2012 Strategic Plan

developments			
Reclamation of Non-potable wells in subdivisions	Sheila	Nov 2012	
Explore business case to support LED lighting with ATCO (new)	Sheila	Jun 2012	
Explore the cost of providing water to the whole County	Sheila	Jun 2012	
Purchase additional front load bins	Dennis	Dec 2012	
Coyote bounty for predation control	Dennis	April 2012	
Beaver control – problem areas	Dennis	Dec 2012	
Explore transportation options to Edmonton	Janice	Jun 2012	
Examine additional hours for Elk Point transfer station	Dennis	March 2012	
Examine expanding recycling program	Dennis	Sep 2012	
Water quality should be improved in Ashmont and Mallaig	Bryan	2013	
Upgrade Mallaig lagoon for sewage truck dumping	NEW	Sep 2012	

Goal 6 – Specific Equipment			
Action	Lead	Target Date	Quarterly Update
Upgrade mower and side arm	Dennis	Jun 2012	
Shop building efficiency – lighting and overhead doors, air handling and heating.	Sheila/Ken	Dec 2012	
New 2012 Equipment and Capital Assets			
14M grader	Leo	Jun 2012	
14M grader	Leo	Jun 2012	
14M grader	Leo	Jun 2012	

Appendix 1 for 7.4: 2012 Strategic Plan

Rock truck	Leo	Jun 2012	
Bobcat	Leo	Jun 2012	
Gravel truck tandem	Leo	Jun 2012	
Ashmont/Mallaig Fire Hall	Sheila/Dennis	Dec 2013	
Pick-ups (\$100,000)	Leo	Jun 2012	
Playground Floating Stone	Leo/Ken	Nov 2012	
Mower for West Cove	Leo/Ken	May 2012	
Stoney Lake Playground	Leo/Ken	Nov 2012	
Power at Stoney Lake campground	Leo/Ken	Nov 2012	
Lindbergh Playground	Leo/Ken	Nov 2012	

Goal 7 – Proficient Organization			
Action	Lead	Target Date	Quarterly Update
Administrative Re-Organization – Finance Officer, transfer of utilities duties	Sheila	Jan 2012	
Succession Planning	Sheila	Dec 2012	
Team Building for all staff	Sheila	Dec 2012	
Planning and Development Summer Student	Sheila	May 2012	
Automated vehicle locating (Public Works)	Sheila	Dec 2012	
Wi-fi at the shop to allow for repair research	Sheila	Feb 2012	
Explore guaranteed wage changes	Sheila	Jan 2012	
Increase Blue Cross benefits	Sheila	Jan 2012	
Explore a health spending account	Sheila	Jan 2012	
Explore rewards for staff who properly utilize sick days	Sheila	Sept 2012	
Professional training for shop techs to	Leo	Dec 2012	

Appendix 1 for 7.4: 2012 Strategic Plan

keep up with current technology			
Joint Bellamy training for Public Works and Office staff	Sheila/Leo	Dec 2012	
Professional training for all staff	Sheila	Dec 2012	
Dealing with difficult people training	Sheila	Dec 2012	
Dedicated safety officer	Sheila		

Goal 8 – Responsible Policy			
Action	Lead	Target Date	Quarterly Update
Explore year round burning permits to decrease false calls	Dennis	Sept 2012	
Contributions to political parties policy	Sheila	June 2012	
Rural addressing sign policy	Sheila	June 2012	
Difficult customer – chronic complainer policy	Sheila	June 2012	
Street light request policy	Sheila	June 2012	
Pathways at lake subdivision policy	Sheila	June 2012	
Fee schedule bylaw	Sheila	June 2012	
Council Policies	Sheila	June 2012	
Day labour policy – who, how and process	Sheila/Leo	June 2012	
Replacement of dust controls following new road construction	Sheila/Leo	June 2012	
Explore shelter belt policy for new road construction	Sheila/Leo	June 2012	
Develop FCSS Policy and Procedure	Janice	June 2012	
Consistent speed limits within subdivisions	Sheila/Leo	June 2012	

Goal 9 – Foster Safe and Healthy Communities			
Action	Lead	Target Date	Quarterly Update
Develop a regional emergency management plan	Sheila/Dennis	Dec 2012	
Develop disaster social services plan			
Work towards developing new fire halls in Ashmont and Mallaig	Sheila/Dennis	2013	
Develop a “welcome baby” program	Janice	Dec 2012	
Have a Seniors Festival	Janice	Dec 2012	
Participate in Rural Crime Watch	Janice	Dec 2012	
Develop an Elder Abuse Program	Janice	Dec 2012	
Provide a “mom’s and tot’s” program	Janice	Ongoing	
Encourage volunteerism by the public	Janice	Dec 2012	
GPS for 911	Sheila	Jun 2012	
Training for emergency vehicles in rural addressing	Linda	May 2012	
Explore a Community Peace Officer to enforce bylaws, road bans, unsightly properties, speed limits – generating revenue to repair infrastructure as well as saving on court costs	Sheila	Jun 2012	
Clean up unsightly areas	Sheila	Dec 2012	
Work with Wellness Center to insure quality medical care	Steve/Tim	Dec 2012	
FCSS to meet with schools twice per year for needs assessment	Janice	Dec 2012	
Have joint board meetings with the	Janice	Dec 2012	

Appendix 1 for 7.4: 2012 Strategic Plan

Town of St. Paul FCSS			
Aid residents with income tax and seniors benefits	Janice	Dec 2012	



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Issue Summary Report

7.5 2012 SALARY APPROVAL

#20111230001

Meeting : January 10, 2012

Meeting Date : 2012/01/10 10:00

Background

Further to the January 5th Salary Negotiations meeting, we require a motion from Council to approve the recommendations of the Salary Negotiations Committee.

Recommendation

Motion to approve the recommendations of the Salary Negotiation Committee effective January 1, 2012.

Additional Information

Originated By : skitz



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Issue Summary Report

7.6 REQUEST FOR SUPPORT - ST. PAUL FARMERETTES

#20111229008

Meeting : January 10, 2012

Meeting Date : 2012/01/10 10:00

Background

The St. Paul and District Farmerettes will be holding their 50th Annual Bonspiel on January 21, 2012. They are requesting a donation for their bonspiel.

Since 2009, Council approved a \$100 donation for the bonspiel.

Recommendation

Motion to approve a \$100 donation for the St. Paul Farmerettes Annual Bonspiel.

Additional Information

Originated By : pcorbiere



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Issue Summary Report

7.7 REQUEST FOR FUNDING FOR 2012 WINTER GAMES

#20111230003

Meeting : January 10, 2012

Meeting Date : 2012/01/10 10:00

Background

The St. Paul Pee Wee A Canadians Hockey team won the Winter Games zone playoffs earning them a spot to participate in the Alberta Winter Games tournament from February 9-12, 2012 in Spruce Grove, Stony Plain and Parkland County. They are requesting a donation to help offset the costs of participating in the Alberta Winter Games.

A copy of the County policy is attached.

Recommendation

As per Council's wishes.

Additional Information

Originated By : pcorbiere



Cynthia Roy
4013-46 avenue
St.Paul, Alberta
T0A 3A2

December 20th, 2011

Dear County of St.Paul,

My name is Cynthia Roy and I am writing this letter on behalf of the St.Paul Canadiens PeeWee A Hockey team. For the month of November and December these young boys worked very hard in the Alberta Winter Games play downs. With zone playoffs, league games and practices these kids were skating up to 3-5 times a week. They are a very determined group of boys who wish to represent St. Paul. They demonstrated their determination on Friday December 16th where they won the final playoff game in a nail biting double overtime game in front of friends, fans and families at the Clancy arena. The majority of these players represented St. Paul by not only hosting but also winning Gold in the Atom B Provincials in 2010 and won Silver as a first year Pee Wee team in March of 2011. The Alberta Winter Games will be held on February 9-12th in Spruce Grove, Stony Plain and Parkland County. With the coaching of Ted Graling each boy has to be committed to extra practices and dedication to the sport. As well, the boys are expected to have a good attitude, ability to work as a team, and have some fun. For all of these boys it will be an experience of a lifetime to attend the games, as it is only open to pee wee players and the games run only every 2 years. The last team to represent St.Paul in the AWG was in 2004. They are also looking at this opportunity to prepare for Provincials as they will be playing against other teams from other zones. They realize that the competition may be tough but are up for the challenge and are willing to put in that extra effort.

We are asking you for a donation to help these boys get to the 2012 Alberta Winter Games. We appreciate your support and are determined to make you proud of us. Cheques can be made out to St.Paul Canadiens Pee Wee A. We are also hoping we can get some county pins to hand out the games.

From this experience the boys hope to gain teamwork skills, lifelong friendships, represent St.Paul and of course bring home the Gold.

Thank you in advance and if you have any questions feel free to call me at 780-645-4118.

Cynthia Roy
Manager St.Paul Canadiens Pee Wee A



5 PERIODS OF GREAT HOCKEY.....
Home mad banner made by one of the moms ☺

COUNTY OF ST. PAUL #19

Policy Number

ADM-51

Title

**Distribution of County Grant
Funds for Sports**

Page 1 of 2

Date Approved

October 13, 2009

Purpose:

1. To provide support to school sport teams, group sport teams, and individuals competing in individual sports representing communities within the County of St. Paul who have competed at a local level and qualify to advance to a Provincial, National, or International level where travel is required.
2. To provide support for school sport teams, group sport teams hosting Provincial, National or International competitions/events in the communities within the County of St. Paul.
3. This funding will not be distributed for the purpose of school field trips.
4. This funding will not be distributed to individuals that have been selected to play on regional teams (outside of the County of St. Paul).
5. This funding will not be distributed for teams or individuals choosing to compete in a tournament.

Policy:

A. Funding to be at the following levels:

1. Teams that have competed at a local level and qualify to advance to a Provincial, National or International level. \$500.00
2. Teams that host a Provincial, National, or International Competition. \$1,000.00
3. Individuals participating in an individual sport that have completed and qualified to advance to a Provincial, National or International competition. \$250.00
4. Organization hosting a Provincial, National, or International Event within the County for individual sports/events. \$500.00



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Issue Summary Report

7.8 DISASTER SOCIAL SERVICES TRAINING SESSION

#20111230006

Meeting : January 10, 2012

Meeting Date : 2012/01/10 10:00

Background

AEMA Emergency Management will be hosting a Disaster Social Services Training Sessions on March 27 & 28, 2012 in Lloydminster.

Recommendation

Motion to approve Janice Fodchuk to attend the Disaster Social Services Training Sessions on March 27 and 28, 2012 in Lloydminster.

Additional Information

Originated By : skitz



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Issue Summary Report

7.9 HEINSBURG AND STAROSIELSKI CEMETERIES

#20111229009

Meeting : January 10, 2012

Meeting Date : 2012/01/10 10:00

Background

The Cemetery Committee has received a request from the St. Paul Diocese to assume ownership of the Starosielski Cemetery located on SE 18-60-11-W4 and the Heinsburg Cemetery located at NW 22-55-4-W4. Both cemeteries are currently inactive.

The Cemetery Committee is recommending that the County take ownership of the Cemeteries and register it with land titles.

A copy of the letter from the Diocese is attached along with the minutes from the Cemetery Committee.

Recommendation

Motion to take title to the Starosielski Cemetery located on SE 18-60-11-W4 and the Heinsburg Cemetery located at NW 22-55-4-W4 as per the recommendations of the Cemetery Committee.

Additional Information

Originated By : pcorbiere

Diocèse



Diocese

SAINT PAUL

November 29th 2011
Linda Meger
County of St. Paul
5015-49th Avenue
St. Paul Alberta
T0A 3A4

Heinsburg and Starosielski Cemeteries

Dear Linda,

Pursuant to the letter of June 7th 2001 from Cliff Martin, Chairman of the County Cemetery Committee, Diocese Maintenance Manager John Gross has made visits to both cemeteries. A cleanup of the Heinsburg cemetery has taken place. County personnel have constructed an entrance approach from the adjacent road.

The province of Alberta has a file code of CIF attached to both of the cemeteries. Thus they are inactive and unable to accept new burials.

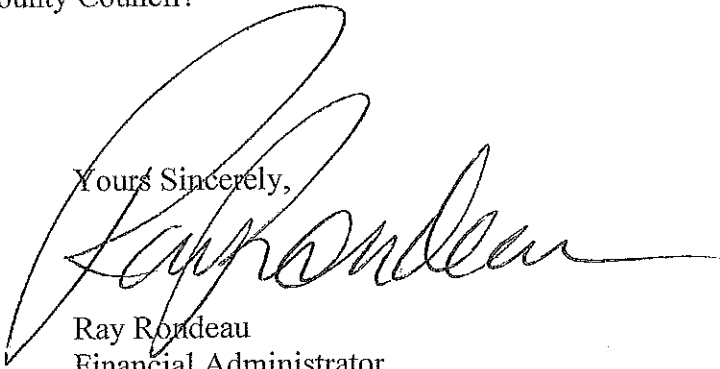
In discussions with local residents of Heinsburg they expressed that they would be quite pleased if that cemetery was reactivated.

The Starosielski cemetery marked grave sites are all Poirier or Murray family members. Thus there may not be the desire to reactivate that cemetery.

With either cemetery however, the best use would be as a community cemetery rather than a Religious cemetery. The Diocese of St. Paul doesn't have active parishes in close proximity to either parish.

Our question then to the County is this. Would the County of St. Paul be able to assume ownership of these two cemeteries? If in County ownership then all county residents would likely feel at home burying their deceased in either of those two cemeteries. Can you please bring this offer to the County Council?

Yours Sincerely,


Ray Rondeau
Financial Administrator

Appendix 2 for 7.9: cemetery Maps

HEINSBURG CEMETERY



STAROSIELSKI CEMETERY



**COUNTY OF ST. PAUL NO. 19
CEMETERY COMMITTEE MEETING MINUTES
December 13, 2011**

Present:

Linda Meger, Cliff Martin, Frank Sloan, Leo DeMoissac, Glen Ockerman, Sheila Kitz, Carolyn Kwiatkowski, recording secretary.

CALL MEETING TO ORDER

Meeting was called to order by Cliff Martin @ 2:40 pm

ACCEPTANCE OF MINUTES

Frank Sloan moved that minutes be adopted as read.

NEW BUSINESS:

Starosielski Cemetery (SE 18-60-111-W4):

The St. Paul Diocese requested that the County assume ownership of this Cemetery. Glen Ockerman moved to recommend to Council to take ownership and register at Land Titles. Leo DeMoissac will look after cleaning up and fencing this Cemetery next summer. This is an abandoned cemetery.

Heinsburg Cemetery (NW 22-55-4-W4)

The St. Paul Diocese requested that the County also take ownership of this Cemetery. This cemetery is not active but the Community of Heinsburg expressed interest in reactivating this cemetery.

Frank Sloan moved to recommend to Council to take ownership, and register it at Land Titles. The St. Paul Diocese indicated that they would pay the fees at Land Titles to transfer both titles. Once we take title we will bring it up to the standards as set out in our policy.

Old Anglican Cemetery (SW 18-56-10-W4)

Linda is currently working with Municipal Affairs to put a Habendum Clause on this title.

Mallaig Baptist Cemetery

Mallaig Baptist Cemetery will be looking for financial assistance within the next year. This item is for information purposes only.

Moosewa Cemetery

Linda will be mailing a check for \$1000.00 to assist in the survey cost to Moosewa Cemetery. Linda will contact George Anderson to enquire whether or not he is still going planning to donate the one acre parcel to be combined with the cemetery.

Disbursement of Cemetery Funds

Upcoming expenses – Fencing Pochiaw Cemetery. All agreed to buy the material this year.

Glen Ockerman made a motion to build fence and put up a sign at St. John's Cemetery. All in favor.

Discussions

Linda Meger met with Rob Bonnard. He is the person who makes the cemetery signs. He mentioned that we have the option of making the sign posts out of pressure treated wood or metal. After discussion we decided that we would like to stay with the metal signs. This will keep them all the same for the County owned cemeteries.

Linda to check into the possibility of getting the signs made this winter for Pochaiw, St. John's. If council approves the recommendation to take title to the Heinsburg and Starosielski cemeteries, signs will also be ordered for these.

We discussed the need and the possibility of purchasing a covered trailer for the equipment used to upkeep the County owned cemeteries.

We also discussed putting curbs on Pochaiw and St. Michael cemetery and other county owned cemeteries.

Adjournment

Glen Ockerman moved that the meeting be adjourned at 3:10 pm.



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Issue Summary Report

7.10 PROFESSIONAL MINUTE TAKING WORKSHOP

#20111230007

Meeting : January 10, 2012

Meeting Date : 2012/01/10 10:00

Background

Canadian Training Resources is offering a 1 day Professional Minute Taking seminar on February 2, 2012 in Edmonton. Registration is \$399 per person, but if we register 3 or more we receive a discounted rate. Dorothy Appleton, with Evergreen, would like to attend and we can register her under the County.

Recommendation

Motion to authorize Phyllis Corbiere and Betty Way to attend the one day Professional Minute Taking Seminar on February 2, 2012 in Edmonton.

Additional Information

Originated By : skitz

Professional Minute Taking

Grande Prairie: January 30, 2012

Calgary: February 1, 2012

Edmonton: February 2, 2012



**Instruction by an expert
facilitator**

**Guaranteed small,
interactive classes**

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course materials**

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completion**

**Cost of this
workshop
\$399.00
(plus applicable taxes)**

**Register 3 or more
participants at the same
time and receive
discounted rates for each
registration.**

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**Canadian Training
Resources Ltd**

Suite 300
160 Quarry Park Boulevard
SE
Calgary, Alberta
T2C 3G3

www.ctrcanada.com

Toll Free:
1-866-471-8555
Phone: 403-259-8555
Fax: 403-253-4926

info@ctrcanada.com



Effective meetings require effective minute-takers. Far from being a second-class citizen, the minute-taker is the second most important person at any meeting, after the chair. For if no minutes exist recording the issues deliberated, the discussion points raised, the decisions reached, or the actions ordered, that meeting may as well have never happened.

This intensive one-day workshop teaches participants how to take concise, accurate minutes that capture the tone and discussions of both formal and informal meetings, as well as the decisions made.

Designed especially for administrative officers, secretaries, assistants, writers, editors, research analysts, and all results-oriented team members

Workshop Topics Include

- Basic elements of minute-taking—what to record and what not to record
- How to prepare for meetings
- How to enhance your listening skills
- Rules of order and their impact on minutes
- How to edit without altering content
- How to distribute your minutes efficiently
- How to take concise, accurate minutes for both formal and informal meetings
- How to co-ordinate meetings and prepare agendas
- How to work with the chair to improve communication and information flow during a meeting
- How to prepare minutes that reflect the meeting's proceedings
- ... and much more

Appendix 1 for 7.10: Professional Minute Taking Seminar

**Enter for a Chance to
Win a Free Seat!**

We are so confident that our programs will benefit you that we're willing to take all the risk out of your decision to attend. If you're not completely satisfied by the lunch break we'll give you a full and complete refund no questions asked!

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Issue Summary Report

7.11 REQUEST TO PURCHASE COUNTY OWNED LOT - ST. LINA

#20120106002

Meeting : January 10, 2012

Meeting Date : 2012/01/10 10:00

Background

The County has received a request from Mr. Leonard Durocher to purchase Lot #116 Pt NE-20-61-10-W4 located in St. Lina. He has made an offer of \$1,000 for the property. A review of the tax file indicates that this property has gone up for tax sale in 2001. The County did not take title to the property at the time and it did not sell. This is a property that the County could take title to and then in turn sell. The assessed value of the property is currently \$2,090.00 and outstanding taxes are \$507.04. It should also be noted that Council sold this property in the 1990's for \$100.00 to the current owner on title that then allowed it to go into arrears.

The requestor has indicated that he wishes to build a permanent residence on the property. There is some indication that this property may be contaminated. In the past when Council considered the sale of land that potentially had contaminated soil, they had the purchaser sign an agreement that would not hold the County liable for any environmental liability due to contaminated soil. We could ask that they sign a such an agreement.

A picture of the property in question along with the request is attached.

Additional Information

Originated By : skitz

Appendix 1 for 7.11: Mr. Leonard Durocher request to purchase land

January 5, 2012

County of St Paul Reeve and Council

RE: ST LINA LOT # 116; Pt. NE-20-61-10-W4: OWNED BY THE COUNTY OF ST PAUL

In regards to the aforementioned lot, I would like to purchase this lot from the County of St. Paul.


I am a lifelong resident of the area and would like to purchase the property with the intention of building a permanent residence on it.

County records indicate that the last land tax assessment was \$2060.00.

I would propose a bid of \$1000.00 to purchase this property from the County of St. Paul.

I await a speedy decision on this matter.

Sincerely



Leonard Durocher
Box 63
St Lina, Ab.
T0A-2Z0
780-645-8109



County of St Paul Webmap Site

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Issue Summary Report

7.12 ST. PAUL JUNIOR CURLING ASSOCIATION

#20120106003

Meeting : January 10, 2012

Meeting Date : 2012/01/10 10:00

Background

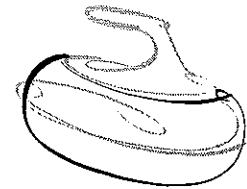
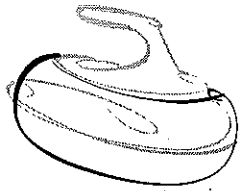
The St. Paul Junior curling Association is requesting assistance for their Annual Bonspiel. In the past Council has contributed_____.

Recommendation

That Council approve the contribution of _____ to the St. Paul Junior Curling Association.

Additional Information

Originated By : skitz



St. Paul Junior Curling Association

Dear Sir/Madam,

The St. Paul Junior Curling Association consists of 43 Junior Curlers aging in range from 8 – 14 years of age. Each year the Junior Curlers learn the basics of curling including ice safety, skills and most importantly sportsmanship. To display their newly learned skills the Junior Curling League will be hosting a Junior Curling Bonspiel on Sunday, January 29, 2012.

The Bonspiel will include all the St. Paul Curlers and may also include Junior Curlers from surrounding communities, such as Myrnam and Mallaig.

The Junior Curling Association is contacting your business to canvass for donations either monetary or prizes that will be awarded to the Curlers. It would be appreciated if you are planning on donating prizes that they be appropriate for ages 8 – 14 years.

If you are interested and willing to support our Junior Curlers, please contact either Alice Tymofichuk-Betton or Ross Betton at 645-2406.

Once again thank you for your support.

Alice Tymofichuk-Betton
Junior Curling Coordinator



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www.county.stpaul.ab.ca

Issue Summary Report

7.13 VETERAN'S MEMORIAL HIGHWAY ASSOCIATION

#20120106004

Meeting : January 10, 2012

Meeting Date : 2012/01/10 10:00

Background

The County has received a notification of membership (due) from the Veteran's Memorial Highway Association for 2011/2012. The dues requested are \$0.10/capita. In reviewing payment to this organization, we discovered that there was a payment of \$0.04/capita for the 2009/2010 year - this was paid in January 2010. We did not make any payments to this organization in the 2011 calendar year.

The County has also received an invitation to attend the Regional Meeting on February 10, 2012 in Lac La Biche. The purpose of the meeting is to gather information from the members of their issues or concerns regarding Highway 36. (information attached)

Council to decide if they wish to participate as a member of this organization for the 2011/2012 year. If Council wishes to participate, then they will need to designate a Council member (and possibly an alternate) to attend this meeting on behalf of the County of St. Paul.

Recommendation

As per Council's wishes.

Additional Information

Originated By : skitz

Veteran's Memorial Highway Association
Box 235
Castor, Alberta
T0C 0X0

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

Date: December 12th, 2011

Membership Dues 2011/2012

Population:	5,925	0.10	\$	592.50
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Appendix 1 for 7.13: Veteran's Memorial Highway Association

Veterans Memorial Highway Association

Box 235

Castor, Alberta

TOC 0X0

Phone: 403 882 3211

Fax: 403 882 3560

Email: prwm@countypaintearth.ca

January 3rd, 2012

Members and Non Members

Central Region

Veterans Memorial Highway Association

Invitation to Attend Regional Meeting

The Board of Directors would like to invite members of the North Region of the Veterans Memorial Highway Association to attend a meeting in Lac La Biche, Alberta on Friday, February 10th, 2012.

The purpose of the meeting will be to update members what the Board has been up to and to gather information from the members of their issues or concerns which they have regarding Highway 36. The Board wants to know what assistance they can provide to see if these concerns or issues can be addressed with their support. The meeting will start at 10:00 A.M. and will take approximately 2 hours. You are asked to join the Board for lunch.

The Board is eager to see your attendance to provide feedback to them. Please notify Mike by email or telephone who will be attending the meeting.

Yours truly,

Michael Yakielashek

Secretary - Treasurer

VETERANS MEMORIAL HIGHWAY ASSOCIATION
NORTH ZONE MEETING
FRIDAY, FEBRUARY 10TH, 2012
BOLD CENTRE
8702 – 91ST AVENUE
LAC LA BICHE, ALBERTA

AGENDA

10:00 A.M.	Welcome and Introductions	
10:15 A.M.	Barry Morishita	Board Chairman – VMHA Update of Board's Activities
10:30 A.M.	Members/Non Members:	Issues and Concerns on Highway 36
11:00 A.M.	Alberta Transportation:	Update on Projects – 5 year plans.
11:15 A.M. – Noon	Open Discussion:	
12:00 P.M. – 1:00 P.M.	Lunch:	

At 1:00 P.M. the Board of Directors will be holding their Board Meeting.



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

7.14 WRITE-OFF OF ACCOUNTS RECEIVABLE

#20120106005

Meeting : January 10, 2012

Meeting Date : 2012/01/10 10:00

Background

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

Unpaid invoices at 180 days are sent to a collection agency. The collection agency will collect what they can for a fee of 35% of the invoice amount. Unfortunately not all invoices can be collected. Attached you will find a list of uncollected invoices that we are asking Council to allow Administration to write-off (those invoices that are 2009 or earlier). Please note that those individuals that would have their invoices/penalties written off, will remain on the suspended services list.

The write-off amounts will be expensed in the 2011 fiscal year. The amount of the expense equals \$4,253.13. (note that Council approved the write-off of \$3,953.28 in 2010). If required, the Council has an allowance for doubtful accounts in the amount of \$16,611.99 that could be used to fund this write-off.

Recommendation

That Council approved the write-off of uncollectible invoices as per attached list.

Additional Information

Originated By : skitz

COUNTY OF ST. PAUL NO. 19

OUTSTANDING ACCOUNTS - JANUARY 5, 2012

CUST. NO.	TRANSACTION	ORIG.AMOUNT	PENALTY	TOTAL
4339	Gravel (2009/06/08)	\$302.40	\$169.52	\$471.92
4141	Gravel (2011/06/09)	\$168.00	\$15.70	\$183.70
4340	Gravel (2009/06/08)	\$403.20	\$226.10	\$629.30
4393	Overpay. from July Pay (2009/08/19)	\$783.49	\$422.36	\$1,205.85
	(Payment \$100.00-2010/05/12 to Case)			
4780	Gravel (2011-06/09)	\$273.00	\$25.52	\$298.52
4706	Gravel (2010/10/19)	\$302.40	\$69.82	\$372.22
4011	Gravel (2011/05/05)	\$136.50	\$14.97	\$151.47
4487	Blading Yard (2009/12/17) \$180.00	\$381.60	\$159.02	\$540.62
	Gravel (2009/12/31) \$201.60			
4737	Gravel (2010/12/07)	\$201.60	\$39.27	\$240.87
4228	Development Permit (2008/09/11)	\$307.00	\$240.43	\$547.43
4193	Gravel (2011/06/09)	\$168.00	\$15.70	\$183.70
1622	Snowplowing (2011/01/27)	\$30.00	\$5.33	\$35.33
3327	Gravel (2011/05/05)	\$126.00	\$35.30	\$161.30
2431	Gravel (2011/06/20)	\$136.50	\$12.76	\$149.26
3640	Gravel (2006/08/04)	\$153.70	\$249.33	\$403.03
4123	Bin Rental (2009/02/05) \$80.00	\$280.00	\$174.98	\$454.98
	Bin Rental (2009/03/17) \$80.00			
	Bin Rental (2009/04/09) \$80.00			
	Bin Rental (2009/05/20) \$40.00			
1890	Snowplowing (2011/01/27) \$60.00	\$90.00	\$14.42	\$104.42
	Snowplowing (2011/04/13) \$30.00			
	TOTALS:	\$4,243.39	\$1,890.53	\$6,133.92
	NEW CLIENTS	\$1,008.00	\$119.95	\$1,127.95
	CLIENTS TO BE WRITTEN-OFF	\$2,611.39	\$1,641.74	\$4,253.13

Appendix 1 for 7.14: List of Outstanding Accounts Receivable



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Issue Summary Report

7.15 MUTUAL FIRE AID AGREEMENT - CNTY OF VERMILLION RIVER #20120110001

Meeting : January 10, 2012

Meeting Date : 2012/01/10 10:00

Additional Information

Originated By : dbergheim



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Issue Summary Report

7.16 REQUEST FOR FUNDING - RHINOS CLUB VOLLEYBALL

#20120110002

Meeting : January 10, 2012

Meeting Date : 2012/01/10 10:00

Additional Information

Originated By : pcorbiere



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Issue Summary Report

7.17 SCOPE CHANGE - ASHMONT WTP

#20120110003

Meeting : January 10, 2012

Meeting Date : 2012/01/10 10:00

Additional Information

Originated By : skitz



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Issue Summary Report

7.18 POLICY - GUARANTEE FOR GRADER OPERATORS

#20120110004

Meeting : January 10, 2012

Meeting Date : 2012/01/10 10:00

Additional Information

Originated By : skitz



County of St Paul No 19
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Issue Summary Report

7.19 NADC - LEADING THE NORTH CONFERENCE

#20120110005

Meeting : January 10, 2012

Meeting Date : 2012/01/10 10:00

Additional Information

Originated By : skitz



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

7.20 ST. LINA 100TH ANNIVERSARY CELEBRATION

#20120110006

Meeting : January 10, 2012

Meeting Date : 2012/01/10 10:00

Additional Information

Originated By : pcorbiere



County of St Paul No 19
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Issue Summary Report

7.21 -

#20120110007

Meeting : January 10, 2012

Meeting Date : 2012/01/10 10:00

Additional Information

Originated By : pcorbiere



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Issue Summary Report

7.22 -

#20120110008

Meeting : January 10, 2012

Meeting Date : 2012/01/10 10:00

Additional Information

Originated By : pcorbiere



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Issue Summary Report

7.23 -

#20120110009

Meeting : January 10, 2012

Meeting Date : 2012/01/10 10:00

Additional Information

Originated By : pcorbiere

9. Reports

- 9.1 CAO REPORT
- 9.2 REPORTS
- 9.3 JOINT HEALTH & SAFETY COMMITTEE MINUTES



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

9.1 CAO REPORT

#20111229001

Meeting : January 10, 2012

Meeting Date : 2012/01/10 10:00

Additional Information

Originated By : skitz



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

Issue Summary Report

9.2 REPORTS

#20111229002

Meeting : January 10, 2012

Meeting Date : 2012/01/10 10:00

Additional Information

Originated By : pcorbiere



County of St Paul No 19
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Issue Summary Report

9.3 JOINT HEALTH & SAFETY COMMITTEE MINUTES

#20111230014

Meeting : January 10, 2012

Meeting Date : 2012/01/10 10:00

Background

September and November Minutes attached.

Additional Information

Originated By : pcorbiere

**COUNTY OF ST. PAUL NO. 19
JOINT HEALTH AND SAFETY COMMITTEE MEETING
September 1, 2011**

Present: Ken Warholik, Steve Upham, Danny Weinmeier, Dennis Bergheim, D.D. Skawronski-Munro, Stewart Bintz, Steven Jeffery, Ron Dechaine, Sheila Kitz, Bryan Bepalko

Absent: Leo Demoissac, Lawrence Theroux and Claude Dubrule

1. CALL MEETING TO ORDER

The 15th Joint Health and Safety Committee meeting of the County of St. Paul No. 19 was called to order by Sheila Kitz, Co-Chairperson for the Employer Group at 3:20 p.m., Thursday, September 1, 2011 at the Administration Office.

2. ADDITIONS AND ACCEPTANCE OF THE AGENDA

Moved by Dennis Bergheim to adopt the agenda with no additions.

3. MINUTES

Moved by Steven Jeffery that the minutes of the July 14, 2011 meeting be approved. All in favour.

BUSINESS ARISING

FIRE EXTINGUISHER TRAINING

The fire extinguisher training will be held on September 20, 2011 in the parking lot at the Administration Office. Bryan will be speaking to Terry Senecal, Fire Chief to see if he will do the training, if not Bryan will be doing it.

HAZARD ASSESSMENT FORMS

At the last meeting changes were discussed to simplify the hazard assessment forms, however, Bryan has not had a chance to look at the changes so it was tabled to the next meeting.

TRANSPORTATION SAFETY AUDIT

Bryan reported that the County had passed the transportation safety audit with a grade of 8% which would calculate out to a 92% since these are determined as a reverse audit. Once all documentation is in place we will be one of the first municipalities to receive the Applied Partners in compliance Status. This status will exempt our trucks from needing to register at the scales. The fee for getting a driver's abstract is currently \$22.00, however, with a P.I.C. status you receive a \$15.00 credit per drivers abstract retrieval. The fee for a CDIP license is anywhere from \$300.00 to \$350.00 for the license, and with a P.I.C status we will be exempt from having to pay for it. The yearly membership fee for the P.I.C. status is \$350.00. Once we receive our P.I.C. status we will require 50 stickers for our license plates showing our status which will cost approximate \$7.00 per license plate. We will also be required to send annually an update of our transportation audit along with our yearly KM submission, our accident records and a copy of our C.O.R (certificate of recognition).

RADAR SPEED BOARDS

Bryan reported that the radar speed boards had been installed in St. Vincent which brought a good response from the residents. They were then installed in Mallaig during the Haying in the 30's event and in Ashmont for the Heritage Day's weekend. He reported that they will be installed in the Hamlet of Lafond next. The information collected consists of a traffic count & records the speed limits. Once the information is downloaded the stats will be brought back to the committee. It was discussed that perhaps they could also be installed on the Moose Hills Road and maybe on the Lakewood road so a traffic count could be recorded since a majority of the traffic is Heavy Oil.

CONSTRUCTION SAFETY COURSES

It was decided that a ground disturbance course would be done in the Spring and one could be done for the Grader Operators in the fall. There would be approximately 30 to 35 staff participating.

DUMPING SITE AT MALLAIG AND ASHMONT

It was discussed that a dumping site for sewage should be made in Mallaig at the sewage lagoon, however, an upgrade would have to be done which would consist of some concrete and dirt work as a turnaround would be required.

MUSTER POINT SIGN

The Muster Point sign at the administration office will have to be moved as it is currently on the inside of the perimeter fence located on the adjacent property. Bryan will install it directly on the fence on the County's side.

CHAIN SAW COURSE

Bryan will be conducting a chain saw course in the late fall or in the spring. He will do the theory part first then have staff do some hands on training. A refresher course should be done every couple of years.

DEFIBRILLATORS

Bryan reported that the defibrillators were not brought to the parks this year as an oversight, however, he will make sure that the training is done during his spring training sessions and he will try to have a session for the rest of the staff either later this year or early next year. He will also be ordering 2 more defibrillators.

4. **ROUND TABLE DISCUSSIONS**

INCIDENT REPORTS

BRYAN BESPALKO

Bryan reported that there has been 3 incidents.

1st incident The first incident involved a summer student. The employee was buffing with a wired wheel when a bristle flew off and lodged into his leg. The piece was removed at the hospital and he was prescribed some antibiotics. The risk was serious but rare. If the employee was wearing proper PPE equipment such as coveralls the incident may not of been so serious. The employee was unaware of the hazards. The incident was preventable and the supervisor spoke to the employee about the hazards. We made a WCB claim with no loss time.

2nd incident – An employee was squatting down to check the tire pressure when he inadvertently hurt is back. He remained on medium duty that day and then was off for 2 days. The incident was not preventable as it was an unforeseeable occurrence. We made a WCB claim with a 2 day loss time.

3rd incident - An employee was working on a snow plow truck when it came off the jack stand and fell on his foot. The injury was iced and he returned to full duty. It was concluded that the employee should of used additional support and made aware that the vibration caused when using air impact guns can easily make things move. Some of the other controls such as a chain hoist should of been utilized. The employee was made aware that the equipment should always be secured properly and safely. The WCB claim was made with no loss time.

Bryan reported that he had purchased a mobile air conditioner for the mechanics. The equipment helps the employees to do their jobs more comfortably and the unit helps in evacuating the smoke when they are welding or chipping. The unit utilizes regular 110 power and water.

KEN WARHOLIK

Ken reported that the safety gate should be installed by the end of September. The Salt shed is up and will be used for sand only. They have also installed a transformer with power on the shed for future use. He then reported that there is quite a large burn pile next to the Oil Tanks. Some of the contents in the burn pile consist of railroad ties, tanks, tires, wood pallets and other materials. It was decided that a roll off bin would be brought to the shop.

DENNIS BERGHEIM

Dennis advised the group that he had received a complaint that County employees were shooting beavers from the road. After a brief discussion it was determined that administration will review this issue.

STEVE UPHAM

Steve advised the group that the bluetooth devices are working quite well.

STEVEN JEFFERY

Steven reported that the construction on Pederson and Lecapoy Road went very well and traffic obeyed the construction zone. He then reported that the first call's are now being flagged properly. A CNRL representative was on site when they were doing a ditch cut over a gas line.

LINDA MEGER

No issues to report.

SHEILA KITZ

Sheila reported that the current blackberry's will be upgraded. This should alleviate some of the issues staff are currently experiencing. The new phones have a full screen so e-mail's are much easier to read. ~~The County will now be signing 18 month contracts due to constant hardware issues.~~ The new contracts will allow for a change out of cell phones every 18 months.

Sheila advised the group of a potential issue that may occur on Tuesday with a ratepayer. Prior to entering the safety meeting she had received a call from Municipal Affairs advising that this gentleman had been at their office and they felt he was unstable. Sheila will also be contacting the RCMP and advising them of the possible issue and she will advise the office staff of the potential threat.

Sheila informed the committee that the County will be scheduling an information session regarding the local authorities pension plan and our benefit packages so employees can make informed decisions on the options that are available. This session will be scheduled in the evening so spouses could attend if they wished.

We will also be having a representative from AMSC that will come and speak about the employee assistance program. This session would have to possibly wait till the end of construction season and the employees at the lakes should also be invited to attend.

RON DECHAINED

Ron advised the group that a windstorm had knocked some trees down by Glenn Ockerman's and Atco Electric should be notified.

DANNY WEINMEIER

Danny advised the group that the Mallaig Water line work had been completed.

D.D. SKAROWNSKI-MUNROE

D.D. advised the group that she has given out the handsfree devices to staff, however, the staff driving any of the big truck units find that the cab is too noisy to hear the caller. D.D. will check into the devices that have the ear speakers and will also check into some of the blue tooth devices.

STEWART BINZ

No issues to report.

NEW BUSINESS

DISTRACTED DRIVING LAW

It was brought forward that the distracted driving law is now in effect.

FALL TEAM BUILDING EVENT

Appendix 1 for 9.3: September Minutes

It was decided that another team building event will not be scheduled till the new year.

6. **DATE OF NEXT MEETING**

The next meeting is scheduled for Thursday October 6, 2011.

7. **ADJOURNMENT**

Sheila adjourned the meeting at 4:30 p.m.

**COUNTY OF ST. PAUL NO. 19
JOINT HEALTH AND SAFETY COMMITTEE MEETING
November 9, 2011**

Present: Ken Warholik, Dennis Bergheim, Danny Weinmeier, Steven Jeffery, Sheila Kitz, Bryan Bospalko, Linda Meger, Lawrence Theroux, Ron Dechaine, D.D. Skawronski-Munro

Absent: Steve Upham, Leo Demoissac, Stewart Bintz, Claude Dubrule

1. CALL MEETING TO ORDER

The 17th Joint Health and Safety Committee meeting of the County of St. Paul No. 19 was called to order by Sheila Kitz, Co-Chairperson for the Employer Group at 3:08 p.m., November 9, 2011 at the Administration Office.

2. ADDITIONS AND ACCEPTANCE OF THE AGENDA

Moved by Dennis Bergheim to adopt the agenda with no additions.

3. MINUTES

Moved by Ron Dechaine that the minutes of the October 14, 2011 meeting be approved. All in favour.

BUSINESS ARISING

S.I.P. Course

Tabled to the next meeting.

Food Handler's Course

Tabled to the next meeting.

4. ROUND TABLE DISCUSSIONS

INCIDENT REPORTS

BRYAN BESPALKO

There were no incidents to report.

Bryan advised the group that he had moved the speed board signs to the Moose Hills road. This has slowed traffic down substantially while the road is being repaired.

The Town of St. Paul will be borrowing the speed board signs to be erected in the school zones as soon as they get permission from Alberta Transportation.

The sewage dumping sites in Mallaig and Ashmont will be revisited in the spring.

Bryan will be bringing a defibrillator to the Shop and Administration Office. Staff training will be done in the new year.

KEN WARHOLIK

No issues to report

DENNIS BERGHEIM

No issues to report.

STEVEN JEFFERY

Steven reported that there were no issues to report on construction. However, he reported that some employees are being dismissive when wearing their safety vests. He felt that staff should be reminded of the importance of wearing their vests. Bryan will be inspecting the work sites.

LINDA MEGER

No issues to report.

SHEILA KITZ

Sheila reported that the new cell phones have been ordered and the blue tooth devices seem to be working.

LAWRENCE THEROUX

Lawrence asked if employees are required to wear their PPE equipment when washing their trucks. It was discussed that safety attire should always be worn even when washing trucks. The new truck wash bay in town fits the units much better and since the wash bay at the shop is in high demand, and not properly equipped, the new truck wash will better meet the requirements of the employees. Staff can check with D.D. or Leo once they have all the details worked out with the new truck wash scheduling.

RON DECHaine

Ron advised the group that when the chipping crew were working near the horseshoe bay road no signs had been erected advised the public that they were there. When he drove by the chipper, it was still in the proper position and they had the equipment facing the wrong side. He felt that proper orientation and a refresher course may be required.

DANNY WEINMEIER

Danny reported that the water in Mallaig is good now.

D.D. SKAWRONSKI-MUNRO

D.D. reported that the headsets are not working as well as they would like. The employees feel that they are heavy and uncomfortable. However, due to the background noise these seem to work the best.

GENERAL INFORMATION

Sheila spoke of the diesel shortage; however, the County will not be affected when filling up at the UFA as we are considered an essential service.

6. DATE OF NEXT MEETING

The next meeting is scheduled for December 7th at 3:00 p.m.

7. ADJOURNMENT

Sheila adjourned the meeting at 3:30 p.m.

10. Upcoming Meetings

- 10.1 JAN. 12 - 4:30-6:00 P.M. - ELK POINT IDP OPEN HOUSE
- 10.2 JAN. 13 - AAMD&C ZONE MEETING IN LAMONT
- 10.3 JAN. 16 - 10:00 A.M. - MEETING WITH S.V. OF HORSESHOE BAY
- 10.4 JAN. 19 - 6:00 P.M. - ELK POINT IDP JOINT COUNCIL BRIEFING - EMPRESS RESTAURANT
- 10.5 JAN. 24 - 10:00 A.M. - PUBLIC WORKS
- 10.6 JAN. 31 TO FEB. 3 - PROVINCIAL ASB CONFERENCE - ROOMS ARE BOOKED NEED TO CONFIRM WHO IS ATTENDING



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

Issue Summary Report

10.1 JAN. 12 - 4:30-6:00 P.M. - ELK POINT IDP OPEN HOUSE

#20111230008

Meeting : January 10, 2012

Meeting Date : 2012/01/10 10:00

Additional Information

Originated By : pcorbiere



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Issue Summary Report

10.2 JAN. 13 - AAMD&C ZONE MEETING IN LAMONT

#20111230009

Meeting : January 10, 2012

Meeting Date : 2012/01/10 10:00

Additional Information

Originated By : pcorbiere



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Issue Summary Report

10.3 JAN. 16 - 10:00 A.M. - MEETING WITH S.V. OF HORSESHOE BAY #20111230010

Meeting : January 10, 2012

Meeting Date : 2012/01/10 10:00

Additional Information

Originated By : pcorbiere



County of St Paul No 19
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Issue Summary Report

10.4 JAN. 19 - 6:00 P.M. - ELK POINT IDP JOINT COUNCIL BRIEFING - #20111230011
EMPRESS RESTAURANT

Meeting : January 10, 2012

Meeting Date : 2012/01/10 10:00

Additional Information

Originated By : pcorbiere



County of St Paul No 19
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Issue Summary Report

10.5 JAN. 24 - 10:00 A.M. - PUBLIC WORKS

#20111230012

Meeting : January 10, 2012

Meeting Date : 2012/01/10 10:00

Additional Information

Originated By : pcorbiere



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Issue Summary Report

**10.6 JAN. 31 TO FEB. 3 - PROVINCIAL ASB CONFERENCE - ROOMS
ARE BOOKED NEED TO CONFIRM WHO IS ATTENDING** #20111230013

Meeting : January 10, 2012

Meeting Date : 2012/01/10 10:00

Additional Information

Originated By : pcorbiere

11. Financial

- 11.1 COUNCIL FEES
- 11.2 LISTING OF ACCOUNTS PAYABLE
- 11.3 BUDGET TO ACTUAL



County of St Paul No 19
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Issue Summary Report

11.1 COUNCIL FEES

#20111229003

Meeting : January 10, 2012

Meeting Date : 2012/01/10 10:00

Additional Information

Originated By : tmahdiuk



County of St Paul No 19
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Issue Summary Report

11.2 LISTING OF ACCOUNTS PAYABLE

#20111229004

Meeting : January 10, 2012

Meeting Date : 2012/01/10 10:00

Additional Information

Originated By : pcorbiere



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Issue Summary Report

11.3 BUDGET TO ACTUAL

#20111229005

Meeting : January 10, 2012

Meeting Date : 2012/01/10 10:00

Additional Information

Originated By : skitz